

MINUTES  
PLACENTIA LIBRARY DISTRICT  
REGULAR DATE MEETING OF THE BOARD OF TRUSTEES  
MARCH 19, 2018

**CALL TO ORDER**

President Carline called the Regular Date Meeting of the Placentia Library District (PLD) Board of Trustees to order on March 19<sup>th</sup>, 2018 at 5:32 pm.

**Members Present:** President Gayle Carline, Secretary Jo-Anne Martin, Trustee DeVecchio, Trustee Al Shkoler, Trustee Elizabeth Minter

**Members Absent:** None

**Staff Present:** Jeanette Contreras, Library Director; Yesenia Baltierra, Public Services Manager; Tim Hino, Business Manager; Alyssa Stolze, Administrative Assistant

**Guests:** None.

**ADOPTION OF AGENDA**

It was moved by Trustee Minter and seconded by Trustee Shkoler to adopt the Agenda (Item 3).

<b>AYES:</b>	Carline, Martin, DeVecchio, Shkoler, Minter
<b>NOES:</b>	None
<b>ABSENT:</b>	None

**ORAL COMMUNICATION**

East Orange County Water District's President, Mr. Doug Davert, introduced himself to the Board of Trustees and shared his background in order to seek their support for him running for a LAFCO commissioner seat. Municipal Water District of Orange County's President, Mr. Brett Barbee, also said a few words in support of President Davert's running and went more into depth of his background and qualifications (Item 4).

**BOARD PRESIDENT REPORT**

President Carline attended the Author's Luncheon, Meals on Wheels event, and a Skype conference call with Mr. Erik Mar of emar Studio along with library tours of his work.

**TRUSTEE &  
ORGANIZATIONAL  
REPORTS**

Secretary Martin attended the Author's Luncheon, a H.I.S. House Board Meeting, H.I.S. House Charity's Closet Volunteer Event, a Placentia Library Friends Foundation meeting, and a Centennial Conversations meeting. Secretary Martin also attended a Skype conference call with Mr. Erik Mar of emar Studio and attended the library tours.

Trustee Minter attended the Author's Luncheon.

Trustee Shkoler attended the Author's Luncheon, took part in the library tours, and attended the H.I.S. House Charity's Closet Volunteer Event.

Trustee DeVecchio attended Author's Luncheon and a Centennial Conversations meeting.

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<b>LIBRARY DIRECTOR REPORT</b>	Library Director Contreras attended the Author's Luncheon, a H.I.S. House Board Meeting, H.I.S. House Charity's Closet Volunteer Event, a Placentia Library Friends Foundation meeting, and a Centennial Conversations meeting. Secretary Martin also attended a Skype conference call with Mr. Erik Mar of emar Studio and attended the library tours.
<b>FRIENDS FOUNDATION REPORT</b>	No representative from the Placentia Library Friends Foundation (PLFF) present. (Item 8)
<b>CONSENT CALENDAR</b>	It was moved by Trustee Shkoler and seconded by Trustee DeVecchio to approve Agenda Item 9-25. A roll call vote was taken: AYES: Carline, Martin, DeVecchio, Shkoler, Minter NOES: None ABSENT: None
<b>MINUTES FOR THE FEBRUARY 20, 2018 BOARD MEETING</b>	Minutes for the February 20 <sup>th</sup> , 2018 Board of Trustees Meeting were received, approved, and filed. (Item 9)
<b>CASH FLOW ANALYSIS and TREASURER'S REPORTS</b>	Check Registers for February 2018 – received and filed (Item 10) Fund 707 Balance Report for February 2018 – received and filed (Item 11)  Financial Reports through February 2018 for Placentia Library District Accounts on Deposit with the Orange County Treasurer and Placentia Library District General Ledger: Summary of Cash and Investments. (Item 12)  Balance Sheets for February 2018 – received and filed. (Item 13) Acquisitions Report for February 2018 – received and filed. (Item 14) Service Revenue Report for February 2018 – received and filed. (Item 15)
<b>GENERAL CONSENT REPORTS</b>	Personnel Report for February 2018 – received and filed. (Item 16) Circulation Report for February 2018 – received and filed. (Item 17) Review of Shared Maintenance Costs with the City of Placentia – received and filed. (Item 18)
<b>STAFF REPORTS</b>	Administration Report for February 2018 (Item 19) Children's Services Report for February 2018 (Item 20) Adult Services Report for February 2018 (Item 21) Placentia Library Website Technology Report for February 2018 (Item 22)

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**PRESENTATION**

None. (Item 23)

**AUTHORIZE PRESIDENT CARLINE TO SIGN A CONTRACT FOR E-RATE CONSULTING SERVICES WITH EDTECHNOLOGYFUNDS, INC.**

Director Contreras presented the proposal for consulting services with EdTechnologyFunds, Inc to help write grants and secure compliance, CENIC, and bandwidth needs. The motion was moved by President Carline to approve amended contract that would include a stated timeframe and an option of renewal. It is motioned by Secretary Martin and seconded by Trustee Shkoler.

AYES: Carline, Martin, DeVecchio, Shkoler, Minter

NOES: None

ABSENT: None

**TRAVEL AUTHORIZATION: NATIONAL LIBRARY LEGISLATIVE DAY (NLLD) IN WASHINGTON, D.C., MAY 6-9, 2018**

Authorization for President Carline, Business Manager Timothy Hino, Secretary Martin, Trustee Shkoler, and Trustee DeVecchio to attend the California Special District Annual Conference in Indian Wells, California from September 24-27, 2018 was approved and motioned by Trustee Minter and seconded by Trustee Shkoler.

AYES: Carline, Martin, DeVecchio, Shkoler, Minter

NOES: None

ABSENT: None

**DISCUSS AND DETERMINE NOMINATION FOR THE CALIFORNIA SPECIAL DISTRICT ASSOCIATION BOARD FOR 2019-2021 TERM**

The Board of Trustees discussed and determined that no one on the Board would like to be nominated for the California Special District Association Board.

**REVIEW OF ACTION ITEMS**

Trustee Minter would like a detailed report about the Erik Mar meeting, along with the observations and conclusions made from the library tours. Additionally, Trustee Minter would like to vote at the next Board of Trustees Meeting to attend the American Library Association Conference in New Orleans, LA, June 21-26, 2018.

**ADJOURNMENT**

The Board of Trustees Regular Date Meeting of March 19, 2018 was adjourned at 5:58 p.m.

  
Gayle Carline, President  
Library Board of Trustees

  
Jo-Anne W. Martin, Secretary  
Library Board of Trustees