

MINUTES  
PLACENTIA LIBRARY DISTRICT  
REGULAR DATE MEETING OF THE BOARD OF TRUSTEES  
JULY 17<sup>TH</sup>, 2018

**CALL TO ORDER**

President Carline called the Regular Date Meeting of the Placentia Library District (PLD) Board of Trustees to order on July 17<sup>th</sup>, 2018 at 6:30 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; Jon Legree, Technology Manager; Timothy Hino, Business Manager; Alyssa Stolze, Administrative Assistant

**Guests:** None

**ADOPTION OF AGENDA**

It was motioned by Secretary Martin and seconded by Trustee Shkoler to adopt the Agenda (Item 3).

|         |   |
|---------|---|
| AYES:   | Carline, Martin, DeVecchio, Shkoler, Minter |
| NOES:   | None  |
| ABSENT: | None  |

**ORAL COMMUNICATION**

None (Item 4).

**BOARD PRESIDENT REPORT**

President Carline attended the American Library Association's Annual Conference in New Orleans.

**TRUSTEE &  
ORGANIZATIONAL  
REPORTS**

Secretary Martin attended a City Council Meeting and the American Library Association's Annual Conference in New Orleans.

Trustee Minter attended the American Library Association's Annual Conference in New Orleans and made note of the Harwood program she attended while there.

Trustee DeVecchio attended the Summer Reading Celebration.

Trustee Shkoler attended the American Library Association's Annual Conference in New Orleans.

**LIBRARY DIRECTOR  
REPORT**

Library Director Contreras attended the American Library Association's Annual Conference in New Orleans, a meeting at Placentia Yorba Linda Unified School District to discuss using school identification cards as library cards, and attended a meeting with five other libraries represented to discuss Senate Bill 51. Director Contreras also mentioned that two staff attended a Harwood workshop.

**FRIENDS FOUNDATION  
REPORT**

President Sherri Dahl attended Summer Reading Celebration, has been meeting to decide on a fundraising consultant, and has a volunteer meeting scheduled to discuss the renovation with the Friends later this week.

**CONSENT CALENDAR**

After a handout was given of a more up to date version of Item 13, it was moved by Trustee Minter and seconded by Secretary Martin to approve Agenda Item 9-22. A roll call vote was taken:

AYES: Carline, Martin, DeVecchio, Shkoler, Minter  
NOES: None  
ABSENT: None

**MINUTES FOR THE JUNE  
18TH, 2018 BOARD  
MEETING**

Minutes for the June 18<sup>th</sup>, 2018 Board of Trustees Meeting were received, approved, and filed. (Item 9)

**CASH FLOW ANALYSIS  
and  
TREASURER'S REPORTS**

Check Registers for June 2018 – received and filed (Item 10)  
Fund 707 Balance Report for June 2018 – received and filed (Item 11)

Financial Reports through June 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 June 2018 – received and filed. (Item 13)  
Acquisitions Report for June 2018 – received and filed. (Item 14)  
Service Revenue Report for June 2018 – received and filed. (Item 15)

**GENERAL CONSENT  
REPORTS**

Personnel Report for June 2018 – received and filed. (Item 16)  
Circulation Report for June 2018 – received and filed. (Item 17)  
Review of Shared Maintenance Costs with the City of Placentia – received and filed. (Item 18)

**STAFF REPORTS**

Administration Report for June 2018 (Item 19)  
Children's Services Report for June 2018 (Item 20)  
Adult Services Report for June 2018 (Item 21)  
Placentia Library Website Technology Report for June 2018 (Item 22)

**DISCUSS AND CONSIDER A  
PLAQUE FOR THE HISTORY  
ROOM IN MEMORY OF  
MARIE SCHMIDT, PAT IROT,  
AND PAT JERTBERG.**

Director Contreras presented Trustee DeVecchio's request to consider a special recognition for Marie Schmidt, Pat Irot and Pat Jertberg by purchasing a bronze plaque with a dedication at the centennial grand re-opening September 14, 2019. It was motioned by President Carline to authorize a bronze plaque with their photo included in the dedication, not to exceed \$3,000, for Marie Schmidt, Pat Irot and Pat Jertberg. It was moved by Trustee DeVecchio and seconded by Trustee Minter.

AYES: Carline, Martin, DeVecchio, Shkoler, Minter  
NOES: None

ABSENT: None

**LIBRARY BOARD OF TRUSTEES AUGUST 20, 2018 MEETING.**

Director Contreras presented the request to cancel the August 20, 2018 Library Board of Trustee meeting to do not foreseeing agenda items that would need immediate consideration until the September 17<sup>th</sup> Meeting. It was moved by Trustee DeVecchio and seconded by Trustee Shkoler to cancel the August Board of Trustees Meeting and reconvene at the September 17<sup>th</sup> Meeting.

AYES: Carline, Martin, DeVecchio, Shkoler, Minter

NOES: None

ABSENT: None

**LIBRARY DIRECTOR WILL PROVIDE UPDATES ON THE RENOVATION PROJECT.**

Director Contreras presented a folder to each Board Member and P.L.F.F. President Sherri Dahl that will be given out at the upcoming presentations with community partners. Additionally, Director Contreras discussed the limited programs being decided for during the renovation, a meeting with Valtech's art department for a possible opportunity, mentioned the updated flythrough created by eMar studio for the presentations, and the timeline schedule.

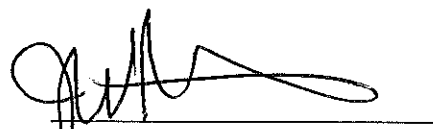
**REVIEW OF ACTION ITEMS**

None.

**ADJOURNMENT**

The Board of Trustees Regular Date Meeting of July 17<sup>th</sup>, 2018 was adjourned at 7:04 p.m.

  
Gayle Carline, President  
Library Board of Trustees

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