

MINUTES
PLACENTIA LIBRARY DISTRICT
UNUSUAL DATE MEETING OF THE LIBRARY BOARD OF TRUSTEES
JANUARY 24, 2022

CALL TO ORDER

President Martin called the Regular Date Meeting of the Placentia Library District (PLD) Board of Trustees to order on January 24th at 6:31 p.m.

Members Present: President Jo-Anne Martin, Secretary Gayle Carline, Trustee Sherri Dahl, Trustee Al Shkoler.

Members Absent: Trustee Hilaire Shioura. The District did not receive communication from Trustee Shioura regarding his meeting attendance status. This is an unexcused absence.

Staff Present: Jeanette Contreras, Library Director; Yesenia Baltierra, Assistant Library Director.

Counsel Present: David DeBerry, Woodruff, Spradlin & Smart.

Guests: Ward Smith, City of Placentia Councilmember; Hilaire Shioura, resident; Elizabeth Minter, resident; Stephanie Beverage, resident; John Sparks, resident, Terry Kintz, resident; Jeremy Yamaguchi, IT Consultant; Patrick Doidge, IT Consultant; Estella Wnek, Circulation Supervisor; Katie Matas, Librarian; Laura DeLeon, Library Clerk.

President Martin stated Trustee Shioura was not authorized to be on Zoom call as a Trustee due to the current Brown Act regulations. Trustee Shioura requested District Counsel to clarify his presence status at the meeting. Counsel DeBerry confirmed under the Brown Act, Trustees were allowed to teleconference during Board Meetings if the Board adopted a resolution allowing any Board member to teleconference during meetings. Absent adoption of such a resolution, all Board members are required to attend board meetings in-person. In addition to the remote resolution, the Brown Act states, remote locations are permitted when an agenda is posted within 72 hours of meeting with the remote locations noted on the agenda, to allow the public access to attend at the remote location. District Counsel confirmed Trustee Shioura may only participate as a member of the public, and not a member of the Library Board of Trustees.

ADOPTION OF AGENDA

It was motioned by President Martin to adopt the agenda. It was moved by Trustee Carline and seconded by Trustee Dahl to adopt the agenda (Item 3).

AYES:	Martin, Carline, Dahl, Shkoler
NOES:	None
ABSENT:	Shioura

ORAL COMMUNICATION

None (Item 4).

President Martin reminded everyone of the standardized procedure to be followed as each agenda item is presented. Board will receive a staff report, followed by public comment limited to 5 minutes per individual, then the Board will hold discussion on an item, followed by an action.

BOARD PRESIDENT REPORT

President Martin attended a meeting with Director Contreras and Golden State Coffee to discuss vacant library café space, and worked with Director Contreras on nominations for the Chamber of Commerce's annual Excellence Awards. In addition, President Martin attended Rotary meetings,

Financial Partner's Credit Union Meeting and continued to volunteer at Charity's Closet.

**TRUSTEE &
ORGANIZATIONAL
REPORTS**

Secretary Carline attended the LAFCO meeting via teleconference. She informed the Board two LAFCO members have expiring terms. There are no term limits therefore members may be re-appointed. LAFCO reviewed their mid-year workplan, quarterly legislative report, and provided a schedule when bills are due.

Trustee Dahl attended PLFF Board Meeting.

Trustee Shioura was absent.

Trustee Shkoler had no meetings to report.

**LIBRARY DIRECTOR
REPORT**

Library Director Contreras opened by thanking President Martin for working with her on the Citizen of the Year nomination for PLFF President Naydia Chantarasompoth. Director Contreras reported on her meetings with prospective vendors for the vacated café space, the Boy's and Girl's Club Board Meeting and board training. Director Contreras announced the hiring of a new Executive Assistant who will begin the end of January.

**FRIENDS FOUNDATION
REPORT**

Placentia Library Friends Foundation (PLFF) President Naydia Chantarasompoth provided updates on a successful Letter to Santa Fundraiser – the PLFF accumulated over 16,000 volunteers hours for 2021. The Author's Luncheon is scheduled for March 5, 2022, tickets are currently on sale for \$60.

CONSENT CALENDAR

It was moved by Secretary Carline and seconded by Trustee Shkoler to approve Agenda Items 9-22 as presented. A roll call vote was taken:

AYES: Martin, Carline, Dahl, Shkoler

NOES: None

ABSENT: Shioura

**MINUTES FOR DECEMBER
20, 2021 REGULAR DATE
MEETING.**

The minutes for the December 20, 2021 Regular Date Board Meeting were received, reviewed and filed as presented (Item 9).

AYES: Martin, Carline, Dahl, Shkoler

NOES: None

ABSENT: Shioura

CASH FLOW ANALYSIS

Check Registers for December 2021 (Item 10)

Fund 707 Balance Report for December 2021 (Item 11)

TREASURER'S REPORTS

Financial Reports for December 2021 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)

Revenue and Expenditure for December 2021 (Item 13)

Acquisitions Report for December 2021 (Item 14)

Entrepreneurial Activities Report for December 2021 (Item 15)

Library Impact Fee Report for December 2021 (Item 16)

GENERAL CONSENT REPORTS

Personnel Report for December 2021 (Item 17)
Circulation Report for December 2021 (Item 18)
Review of Shared Maintenance Costs with the City of Placentia (Item 19)

STAFF REPORTS

Administration Report for December 2021 (Item 20)
Children's Services Report December 2021 (Item 21)
Adult Services Report for December 2021 (Item 22)
Placentia Library Website Technology Report for December 2021 (Item 23)

CALIFORNIA STATE LIBRARY GRANT REPORT

Director Contreras presented the grants received by staff during the fiscal year: Literacy Grant, Copy Cat-Memory Lab, Zip Books Grant, and CARES Act Grant. The District was not awarded the bookmobile grant. Director Contreras thanked staff for their work on the grants. President Martin congratulated staff for all their work on the various grants. No other action was taken at this time.

REVIEW AND DISCUSS PLACENTIA LIBRARY DISTRICT 6000 SERIES POLICIES-LIBRARY OPERATIONS

Director Contreras presented proposed amendments to the District 6000 Series Policies as recommended by staff during a Staff Development Day. The Board reviewed each policy and made minor corrections. It was moved by Trustee Dahl and seconded by Trustee Shkoler to authorize amendments to Policies 6020, 6030, 6035, 6050, 6055, and 6067 as presented and inclusive of input by the Board. A roll call vote was taken:

AYES: Martin, Carline, Dahl, Shkoler
NOES: None
ABSENT: Shioura

REVIEW AND DISCUSS THE PROPOSAL FOR IT CONSULTANT SERVICES

Director Contreras presented the proposal received by the District from Eagle Multi-Media, Inc. The Board discussed and requested the language of the contract be updated to extend the term of the contract via an option for renewal. It was moved by Trustee Dahl and seconded by Secretary Carline to award the contract to Eagle Multi-Media, Inc. for IT service as presented, inclusive of amendments requested by the Board, at a rate of \$65.00 per hour, not to exceed \$85,000 annually. It was moved by Trustee Dahl and seconded by Secretary Carline to authorize the Library Director and District Counsel to execute the Agreement between Eagle Multi-Media, Inc. and the Placentia Library District. A roll call vote was taken:

AYES: Martin, Carline, Dahl, Shkoler
NOES: None
ABSENT: Shioura

REVIEW AND DISCUSS THE PROPOSAL FOR FACILITIES IMPACT FEE STUDY (NEXUS STUDY)

Director Contreras presented the proposal received by the District from SCI Consulting Group. The Board discussed and made clarifications of contract language. It was moved by Trustee Dahl and seconded by Secretary Carline to award the contract to SCI Consulting Group for a Facility Impact Fee Study as presented, at a cost of \$16,200 and to authorize the Library Director and District Counsel to execute the Agreement between SCI Consulting Group and the Placentia Library District. A roll call vote was taken:

AYES: Martin, Carline, Dahl, Shkoler
NOES: None
ABSENT: Shioura

**DISCUSS AB 361 AND
VIRTUAL MEETING
ATTENDANCE FOR
TRUSTEES**

At the December 20, 2021 Library Board of Trustees Meeting Trustee Shioura requested language for Board attendance at virtual meetings be discussed. Trustee Shioura had stated his preference to attend the board meetings virtually. Counsel DeBerry provided clarification that AB361 requires the Board to approve a resolution every 30 days to comply with requirements to allow virtual attendance by Board members. The Board discussed requirements and determined its preference for Board members to be required to attend Board meetings in-person. Secretary Carline made a motion to continue to follow the current Brown Act requirement with in-person attendance for Board meetings. It was moved by Secretary Carline and seconded by Trustee Dahl. A roll call vote was taken:

AYES:	Martin, Carline, Dahl, Shkoler
NOES:	None
ABSENT:	Shioura

**CONSIDER CENSURE OF
TRUSTEE SHIOURA OR
OTHER APPROPRIATE
ACTION, AS DIRECTED BY
THE LIBRARY BOARD OF
TRUSTEES**

Director Contreras presented a memorandum the District received from President Martin and Trustee Dahl requesting a Censure Hearing for Trustee Shioura. President Martin received public comment requests from two residents, Ms. Stephanie Beverage and Mr. John Sparks, to speak on agenda item 29. Ms. Beverage expressed her support for the request of Censure Hearing for Trustee Shioura as he is not fulfilling his obligation as a Trustee, in the best interest of the community. She supports moving forward with a Censure Hearing for Trustee Shioura. Mr. Sparks expressed his support for the request of a Censure Hearing for Trustee Shioura, citing Trustee Shioura's no vote record to the agenda, minutes and all agenda items presented in the last year, indicative of his unwillingness to work with the Board. President Martin mentioned this was the first time in the District's 102 years of serving the community that censure was being considered. This is being done to protect the District's reputation and ensure the utmost level of service to the community. Trustee Dahl mentioned the many attempts to work with Trustee Shioura through meetings and trainings – all resulted in no signs of improvements or willingness to work with the Board.

President Martin read Policy 4078 Censure Policy to clarify the definition as stated in the policy:

“Censure is a formal Resolution of the Board reprimanding on of its own Trustees for specified conduct, generally a violation of law, regulation, District policy or conduct otherwise detrimental to the to the District's mission. This policy is intended to provide the mechanism by which the Board, acting as a majority, can censure a Trustee for such conduct. Censure by nature is not disciplinary, but rather a formal statement by the Board of its displeasure with a Trustee's conduct it views as significantly detrimental to the District's mission.”

President Martin made a motion to move forward with the request to censure Trustee Shioura and set a date for a Special Meeting on February 15, 2022. Motion was seconded by Secretary Carline. A roll call vote was taken:

AYES:	Martin, Carline, Dahl, Shkoler
NOES:	None
ABSENT:	Shioura

A motion was made by President Martin and seconded by Secretary Carline to appoint Secretary Carline and Trustee Dahl to draft a censure resolution for the Board's consideration and have District Counsel review format. The draft censure resolution must be provided to all Trustees at least five business days prior to the Special Meeting on February 15, 2022. A roll call vote was taken:

AYES:	Martin, Carline, Dahl, Shkoler
NOES:	None
ABSENT:	Shioura

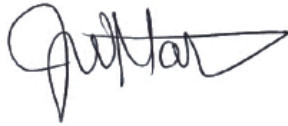
AGENDA DEVELOPMENT

No agenda items requested at this time.

The next regular Board Meeting will be on February 23, 2022 at 6:30 p.m.

ADJOURNMENT

The Library Board of Trustees Unusual Date Meeting of January 24th, 2022 was adjourned at 7:31 p.m.



Jo-Anne Martin, President
Library Board of Trustees



Gayle Carline, Secretary
Library Board of Trustees

