

CORRECTED COPY OF MINUTES
REGULAR MEETING OF THE BOARD OF TRUSTEES
OF THE
BUENA PARK LIBRARY DISTRICT
 April 6, 2010

AGENDA		A L I B R A N D I	G A N E R	M I L L E R	N I C C U M	S A L T S	MINUTES
CALL TO ORDER							President Niccum called the meeting to order at 5:30 p.m.
PLEDGE OF ALLEGIANCE							President Niccum led the flag salute.
ROLL CALL	Present Absent Also	X	X	X	X	X	Director Louise Mazerov Patricia Rivera, Public Services Manager Vicki Terbovich, Systems Services Manager Victoria Sanders-Victor, Business Officer
a) .OR							<p>President Niccum asked for Board's concurrence to change order of agenda and move Item V. (a) and (b) to the top of the agenda because have folks here who would like to talk to Board about something President Niccum will discuss as part of his report. Board members concurred and the item was moved to the top of the agenda. President Niccum stated that Board members should have just received some communications regarding the upcoming vote scheduled for replacement of LAFCO members and President Niccum has received as well. In an anomalous situation as some folks have asked for an action item for tonight to make a selection for whom would like to vote, but the problem is that the filing for nominations period doesn't actually close until April 19th and we won't have another Board meeting before the LAFCO vote. By the LAFCO rules, the Board President is the person designated to vote in the LAFCO election and President Niccum is planning on attending meeting and voting after hearing individual presentations. President Niccum does want as part of Board member discussions to entertain any input from members of the Board, but also to take the opportunity to let folks who have come tonight to give them an opportunity to talk to Board and afterwards can discuss any topic we want to discuss. Invites any one who wants to address Board to speak and we are taking it under the public communication non agenda item. Asks each one who addresses the Board to fill out a speaker card.</p> <p>Rich Freschi was the first candidate speaker and he feels the special districts outside of water districts are under utilized and under represented and would like to change that. He ran through his background and qualifications with business experience, city experience and independent special district experience and asked</p>

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							<p>to be voted for in the upcoming election. The board had no questions.</p> <p>John Withers, the current LAFCO Special District representative, spoke next. Has served for 16 years in that capacity and is sort of the LAFCO historian. He ran through his background and qualifications and asked for the Board's endorsement and vote. The board had no questions.</p> <p>Sean DeWane, who currently serves as President of Board of Directors of Mesa Consolidated Water District, spoke next and is running in opposition to Charley Wilson for the alternative seat of LAFCO. Expressed his concerns about the municipal service review (msr) process that is taking place at Orange County LAFCO. In terms of state LAFCO, the Orange County LAFCO commission is the most activist in terms of consolidations. What has happened in Orange County and seems to be continuing is the consolidation of independent special districts. Opposed to this idea because independent special districts keeps governance close to the people. Asked for the Board's support and vote in the upcoming election.</p> <p>President Niccum stated is not a voting item, but having material and heard presentations would like Board members comments. Trustee Salts stated that we have never been noticed before with all the meetings we've had and never had this attention. We ought to use our vote as wisely as possible, but the reality is we need the person who is really going to serve us. Doesn't feel they have been serving us, but all of a sudden we are important. Patsy Marshall is here tonight because it is important to her too. Trustee Ganer stated received some mail ahead, but got most of it tonight and hasn't gotten to review it carefully and would like to do that first. For all of these individuals, and understand that, their primary focus and intent running is concern about water districts and is not major concern of this Board. If looking at past decisions of individuals, will be water related issues that will be harder to know the implications of the philosophy of that for something like our Board. Needs to look at it further and has great deal of faith in Board President making decision based on the</p>

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							<p>implications as relates to us.</p> <p>Patsy Marshall, Alternate Commissioner at LAFCO, stated that water issues do affect us all and really concerned about it. If water districts split up will cost all of us money and City will have to pass it on to everybody. Going to withdraw from State LAFCO as only has one person from southern California. Trustee Ganer stated did not mean to suggest that water issues are not important, but those are issues for people on water boards to be focused on. Concern is the concept of special districts as much as it is the specific issues in that area. Patsy reiterated have done a lot of other things besides to do with water. Trustee Miller stated that what Pat Ganer said is exactly what she was thinking and supports her comments.</p>
<p>I. ACTION ON MINUTES</p> <p>Regular Meeting of March 2, 2010</p>	<p>Motion Second Ayes Noes Absent Abstain</p>	X	X	X	X	X	<p>Motion by Trustee Ganer seconded by Trustee Alibrandi to approve the Minutes of Regular Meeting of March 2, 2010. Motion was approved unanimously.</p>
<p>II. CORRESPONDENCE</p> <p>a) Patrons' Suggestions from individuals requesting purchase of materials or proposing changes to Library operations</p> <p>b) Management Team Minutes</p>							<p>President Niccum stated there are several titles he wants to get on the waiting list for after the person who requested them.</p> <p>Trustee Ganer asked for the Director to tell them a little about the Chamber Noontime Networking Lunch. Director Mazerov stated is a monthly event for Chamber members and try to hold it at different locations of the members throughout the city. There is usually a speaker, usually the host tries to get a restaurant to host it and agree to only charge \$5 a person for the food. It has been held in banks, offices, hotels. We did it last year and this year falls during National Library Week. Last year the Volunteer Guild picked up the food and this year there is a new Subway in Buena Park on Orangethorpe and Beach and that gentleman has generously offered to supply lunch for the meeting. Patricia Rivera will be doing a presentation on our online resources in ways specifically to address business.</p>

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						<p>Trustee Ganer stated it is like a mini seminar and Director stated it is a little mini mixer. The Chamber has found by holding things at different times during the day they often get different people who are able to attend. They have a noon time, an evening mixer and morning breakfast and give different people an opportunity to come.</p> <p>Trustee Alibrandi inquired as to where the bee hive was located. Director Mazerov stated that a patron brought it to our attention and if look in the back parking lot it is the one tree that was not trimmed. We had our exterminator come out and take it instead of waiting for Vector Control so no one got stung.</p> <p>Trustee Ganer asked whether it is normal to have the passport inspector come here. Director Mazerov stated this was the first time they have been here to inspect us. Guess they do it regularly at all the different places. When he called stated it could take up to three hours and actually inspect all the files, where you keep them and supplies and where you set aside for people to fill our the paperwork, etc. From what Director understands, he was very pleased and there were just a couple areas would like us to adjust. This is the first time in almost four years we have been doing it and it wasn't triggered by any problem.</p>
<p>III. FINANCIAL AND MONTHLY REPORTS FROM THE OFFICE OF THE DIRECTOR</p> <p>a) Revenue - \$1,310,618.25 and Expenditure - \$1,660,647.27 Report as of March 2010</p> <p>b) Monthly Statistical Report for March 2010</p>						<p>No comments or questions.</p> <p>Director Mazerov wanted to highlight the item at bottom of the chart with an asterisk next to it regarding increase in registrations due to the fact that people are now getting limited use or computer cards to use the computers. A lot of them do end up getting regular library cards as well, but people coming in to use our computers was a large part of the jump in registration. Trustee Ganer stated that when she came to the meeting tonight it was just packed downstairs at the computers. Director Mazerov stated that morning soon</p>

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						after opening the computers were filled up and already had 12 people waiting. We knew if we built it people would come, no publicity, no marketing and people are just finding out via word of mouth. Vicki Terbovich, Systems Services Manager, stated that the reservation system is helping as we have an average wait time of six minutes.
IV. NEW BUSINESS						
a) National Library Week Proclamation	Motion Second Ayes Noes Absent Abstain	X X X X X	X X X X X	X X X X X	X X X X X	Motion by Trustee Ganer seconded by Trustee Miller to approve the National Library Week Proclamation. Motion was passed unanimously.
b) Replacement of Blower Fan Assembly Air Handler 2 for \$29,010 by Johnson Controls	Motion Second Ayes Noes Absent Abstain	X X X X X	X X X X X	X X X X X	X X X X X	Vicki Terbovich, Systems Services Manager, stated that the air handler has to do with the air conditioning motors and fans and how the air conditioning works. Basically it was making a very strange noise and in checking Western Allied and Johnson Controls they told us needed to run a vibration analysis on the blower fan assembly. The adjustments made after got the results of the vibration analysis told us it was basically danger, danger and things were going to be breaking soon. One of the motors is only five years old, but the other one's end shaft is cracked so this means that the shaft being cracked can damage the new motor replaced five years ago. There is all kinds of corrosion, the floor of the air handler is rusting out, basically in having it looked at and gone through by two different companies who gave us similar estimates, both recommending that the whole thing be replaced because not a question of if, but when it will break down. If went in the middle of summer, we could be down five days. The bids to have the existing one rebuilt both companies came within \$1000 of each other so they aren't trying to sell us what we don't need. We worked with Western Allied, as well as Johnson Controls who are the leader in the industry with air conditioning and heating. We came in with the attached quote and recommending we address if funds available in capital improvement because we are going to have a problem with it and if floor of unit continues to rust out will have flood and cost more money. Recommending replace as soon as fiscally possible so we don't get into summer months as in cool time right

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							<p>now and optimal time to get it addressed. Feel they did a good job of explaining what will happen in the quote. The gentleman who did the vibration analysis has been with Johnson Controls for 25 years. Ray had a high level of confidence and comfort with people from Johnson Controls and that is why presented Board with this quote, plus Johnson Controls came in with a quote that included energy efficiency and know we need to be thinking about these things in terms of cost savings for energy expenditures.</p> <p>Director Mazerov interjected that Victoria Sanders-Victor, Business Officer, has just finished the first estimate to close for this year's budget including this amount and we're coming out okay. She did include this figure in her estimates. We are recommending it as like an earthquake and not a matter of if but of when. Ask to take care of it before collateral damage to other areas.</p> <p>Trustee Ganer had two related questions to ask. On the first page of quote where give the pricing, it indicates that it excludes permits, asbestos, etc. Do we have any idea of what those potential costs could be and whether the other bid were looking at had the same language. Director Mazerov interjected that this the language we have run into in just about every bid we have received. When talk to the vendors, told it is standard language in all their contracts. Understand that these items should not relate to the particular job they are doing here. Trustee Ganer is concerned that they don't say they need another \$4,000 for drawings didn't put in. Vicki Terbovich assured Board those things won't happen on her watch and those are the kinds of questions she has already asked. That is just a clause they put in and Director Mazerov stated could ask them to take the clause out. When we did the tree root damage in the parking lot one company would not cross that language out and another did and we went with them. We could ask them to include a statement that doesn't apply in this case.</p> <p>Trustee Miller interjected they are being up front in telling us what it doesn't cover and not comfortable asking them to completely exclude all of this as think that some of the things here are quite reasonable and not sure how</p>

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							<p>to balance that. Go through the exclusions with them one by one and make the decision whether comfortable with all of them or not. Vicki did discuss with them would like to do as much of this work on regular time as possible. We can start on Monday's when we're closed to public as helps us get some things done around here. Trustee Salts stated that during these tough times they need the business and we need to save money so we need to let them know the amount we are authorizing and given the inspection we ought to get it for that price. Trustee Salts is concerned about the exclusions as Trustee Ganer is and he does not really think those exclusions need to be in there. Vicki Terbovich inquired of Trustee Salts if he is then asking her to go back to them and ask for a does not exceed amount? Trustee Salts stated he is just throwing out his concerns and would just like it if we don't spend over the amount of \$29,010 authorizing on the invoice to get what we need and a quality that is going to last a long time. Victoria Sanders-Victor, Business Officer, interjected that if we do have some extra unforeseen expenses to bear in mind that we do have a capital maintenance account at Orange County which is at \$140,000 right now. Trustee Ganer stated that concern is to ask people to monitor carefully what is being done so that we are not blindsided by something where they suddenly come up with needing \$4,000 for drawings. Vicki stated they did have to do some preliminary drawings to give us the estimate and we have already seen them and talked with two individuals. One of them would be the project manager on this. Because it is 40 years old and the size it is, it is a special project. Was pleasantly surprised that both companies bid around the same price point, and both said this is a special project and not a unit can get off the shelf, and will have to build it in our basement. As worked at this with Ray Garcia, Building Manager, recommended this company because of the efficiencies that are available and the level of comfort our building manager has with them. President Niccum asked the amount of the other bid and Director Mazerov stated was about the same at \$28,000 something. Were not able to include it as they didn't get it to us until after the packets had gone out. Vicki stated that bid did not include the energy effect VFD fans. Basically what the VFD fans do is when unit comes on instead of just</p>

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c) GASB 45 Valuation for Buena Park Library District							<p>powering up to the highest speed it gradually goes up and will not burn out the motor as quickly. They were not able to include anything like that in their bid specs and they were given deadline as well and did not respect it. Trustee Miller commented that it is clear in this discussion that both Vicki and Ray will ask questions about anything that might require more charges and be on top of it, monitor it and communicate that. Ray did mention to the engineer that did the vibration analysis that the motor was just replaced 5 years ago. When got the bid back, let them know building manager wants us to retain that motor as an extra in case has to replace another motor on that air handler. They agreed and it will be retained.</p> <p>Motion by Trustee Miller seconded by Trustee Alibrandi to approve replacement of blower fan assembly air handler 2 for \$29,010 by Johnson Controls. Motion was approved unanimously.</p> <p>Just received before packets were due so that is why listed as a non action item as knew Board would not have had much time to look through it. We were required by law to have the actuarial evaluation report done. Wanted board to know we received it, Director and Business Officer have looked at it and company who did report is willing to come out and do a presentation to the Board for another \$1,000. If Board wants we can do that, or try to get answers to any questions Board has. President Niccum asked whether the presentation would basically be only on what is presented here or would they be taking the next step and addressing the potential implications of alternating the course of action. Victoria Sanders-Victor, Business Officer, stated believe they would answer any questions we don't understand. President Niccum stated he can read the report himself, but very interested in having discussion either with staff or someone about the implications of continuing with our present course of action or switching to other approach of prefunding rather than pay as you go as on the face of it in the report, the difference in price is substantial. Director Mazerov interjected that the report states that currently it is more appropriate at this time to continue with pay as you go because the prefund includes such a large input</p>

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							<p>of money to begin with early on. We can ask them what their presentation would include and see if it follows along those lines. President Niccum stated is probably not appropriate role for an actuary. The auditor will also get a copy of the report. President Niccum stated that at some point we should plan on having some discussion whether we should move toward paying in a different way and how to do that. We would need some expert advice. Director Mazerov stated will talk to actuarial and auditor and see what they say about it. Trustee Alibrandi stated was surprised would charge \$1000 to talk to us about report as read briefly and doesn't seem that complex. Trustee Salts asked what paid for the actuarial report and Director stated was \$3,000 and that was the cheapest price they got. Trustee Miller feels a little more hesitant because it is in the actuarial interest to give us the information. Before we would ask for input, need to talk about it for a while and not really interested in presentation yet. Can take that step later. Trustee Ganer interjected that she did not get the actuarial report in her packet. It was mistakenly left out and Director Mazerov provided her with one at the meeting.</p> <p>Victoria Sanders-Victor, Business Officer, informed Board that she attended the CalPERS seminar on pre funding other post employment benefits (called "OPEBs") and would be very, very expensive for us for the first few years. It would cost a lot more than what paying at this particular time. We pay about \$18,000 a month now, but for five years it would be a lot more. We decided in light of our budget and financial concerns, we will not participate in it at this time, but we can still try to get someone to give us more information and you can actually hear what Business Officer heard and draw own conclusions. President Niccum pointed out that buying a house costs a lot of money initially and it's cheaper to rent an apartment but 10-20 years on it's different. Trustee Salts stated the school district is setting aside so much money every year in an accrual but it's not fully funding it. Putting money aside yearly so when do decide to do it not so much to have to come up with at once.</p>
b) .OR							President Niccum stated have already covered items

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1. d)							<p>V.(a) and (b).</p> <p>Luann O'Hara, Guild President, was not in attendance at the meeting to give a report.</p> <p>Director Mazerov stated that there were a number of highlights in the management team minutes and those described what have all been involved in during March. During the month of March Patricia Rivera, Public Services Manager, attended the Chamber mixer, which was at the new America First Credit Union location. Vicki Terbovich, Systems Services Manager, accompanied Director to the Chamber breakfast where we had a presentation on Windows 7. Next week is National Library Week and we are hosting the networking lunch. On Saturday we have a Dia de los ninos/ Dia de los Libros, Day of the Child/Day of the Book, Patricia Rivera stated will have a special performer who will do some bilingual story telling for kids and families and Northgate Market is going to give us some refreshments. We are also using a Silverado Days Grant to pay for the craft supplies so the kids can make their own little book of themselves. It is a way to promote reading among families and also to promote cultural literacy. Director Mazerov stated was also hoping to arrange for Chris Norby to come on that Saturday. We have a plaque that we want to put up in the computer center area thanking him for the grant. Talked to Bruce Whitaker here and his scheduler in the Sacramento office and still waiting for both to get back to me. Even if it doesn't work out for now, we will get him in here at some point. Even though we are not currently in his assembly district, they said he would still want to come out if at all possible to see the computer center.</p> <p>Continue to do a lot of beginning bilingual computer classes. There was a new computer class on the worldwide web and we did have a Buena Park history talk by Dean Dixon of the Historical Society that was very well attended. During National Library Week is also</p>

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2. Youth Services R						<p>when they are holding the Day in the District. The Board was emailed when the appointments are that we have with Assemblyman Mendoza and State Senator Correa. The Director and President Niccum plan on attending both of them. The Mendoza meeting is at 11:00 in morning and Correa's office in Santa Ana is at 1:30 p.m. Will send out another reminder to Board.</p> <p>In going through our youth services activity reports, it is always amazing the turn outs we get for our story times. We had 22 story times during March with total attendance of 1387. We had five of our regular Tuesday morning school tours in March with a total of 256 second graders from Buena Park School District. There were nine teen programs during the month of March.</p> <p>Additionally, want to throw in that this Saturday the Volunteer Guild is having a \$.50 paperback sale from 10:30 a.m. to 3:30 p.m.</p>
VI. FUTURE AGENDA ITEMS						No items proposed.
VII. CONSENT CALENDAR	Motion Second Ayes Noes Absent Abstain	X X 	X X X 	X X X 	X X 	<p>Motion by Trustee Ganer seconded by Trustee Alibrandi to approve Consent Calendar as presented. Consent Calendar was approved unanimously:</p> <p>a) Unpaid Bills Detail March 2010</p>
VIII. CLOSED SESSION a) Personnel Matters (Pursuant to Gov. Code Section 54957)	Motion Second Ayes Noes Absent Abstain	X X X 	X X X 	X X X 	X X 	<p>President Niccum stated will adjourn into Closed Session and reconvene into Open Session and report on any actions taken in Closed Session. The Board recessed into Closed Session at 6:36 p.m.</p> <p>The Board reconvened in Open Session at 7:16 p.m. In Closed Session discussed personnel matters pursuant to Gov. Code Section 54957 and took one reportable action. That action was to approve three additional days of leave for Marcia Miyoshi to be taken this year. Motion by Trustee Ganer seconded by Trustee Miller and approved unanimously by the Board. There were no other reportable actions in Closed Session.</p>
ADJOURNMENT	Motion Second Ayes	X X X	X X X	X X X	X X 	<p>Motion by Trustee Alibrandi seconded by Trustee Miller to adjourn. Motion was approved unanimously and meeting stood adjourned at 7:17 p.m.</p>

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	Noes Absent Abstain						

Submitted by,

Donna Miller, Secretary