

MINUTES  
REGULAR MEETING OF THE BOARD OF TRUSTEES  
OF THE  
BUENA PARK LIBRARY DISTRICT  
May 2, 2006

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	Louise S. Mazerov, Library Director Robert Housley, Business Officer Doug Mason, System Services Manager Mary McCasland, Support Services Manager
I. ACTION ON MINUTES a) Regular Meeting of April 4, 2006	Motion Second Ayes Noes Absent Abstain	X	X X	X X	X	X	Motion by Trustee Miller seconded by Trustee Ganer to approve the minutes of regular meeting of April 4, 2006 meeting. The minutes were approved unanimously.
II. CORRESPONDENCE a) Patrons' Suggestions from individuals requesting purchase of materials or proposing changes to Library operations  b) Management Team Minutes							No discussion.  Trustee Ganer expressed appreciation to Director for attending Cypress College Library grand opening.
III. FINANCIAL AND MONTHLY REPORTS FROM THE OFFICE OF THE DIRECTOR a) YTD Revenue Report - Revenues as of April 15, 2006 - \$1,345,213  b) Expenditures Report Expenditures as of - April 15, 2006 - \$1,430,191  c) Monthly Statistical Report							No discussion.  No discussion.  No discussion.



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c) Review of Cost of Living Adjustment for Library Staff							<p>looked at in terms of revenue, and what needed for fund balance and what anticipating in terms of salary and health benefits and request managers have in terms of increases in their budgets are all covered. Will see on the books and materials budget chart were able to increase that by 3%. Also have another copy of the CIP chart. President Niccum inquired whether the \$36,000 projected in revenues for passports is net or is there cost out of that. Director Mazerov stated does not include staffing costs. The postage budget has been increased to cover postage cost. This actually is a very conservative estimate. So far over March and April have received \$7,500 and have done 250 passports as of last Saturday. Have not increased any staffing yet for this. President Niccum also inquired as whether the \$53,000 impact under Salaries, Retirement and Employee Benefits refers to just salary or includes retirement and employee benefits too. Robert Housley, Business Officer, stated it is just salary. Director Mazerov stated if want breakout of the others would have to prepare that separately. Trustee Ganer stated the charts, especially on comparative basis, were very clear and helpful. Director Mazerov stated meant to get together this spring and look at health insurance and the dependent coverage and will wait to see increases and see what can do. Have plan to expand eye coverage, etc. Trustee Ganer inquired which trustee positions are up for election this time and President Niccum stated himself and Trustee Alibrandi are.</p> <p>Director Mazerov stated the yearly copy of CPI is included for review. Director Mazerov stated did not include PLF in</p>

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d) Resolution #006-1 Supporting Full PLF Funding							<p>revenue; however, received estimate which is \$31,780 and fairly confident will receive at least that and feel there are certain legislators that will vote for increasing PLF funding. Trustee Miller inquired whether required vote tonight and Director stated was up for review and discussion now. Trustee Ganer and other trustees stated supportive of the recommendation; however, will be a voting item on next agenda.</p> <p>Motion by Trustee Ganer seconded by Trustee Miller to approve the resolution. Resolution was passed unanimously.</p>
VI. ORAL COMMUNICATION a) From Public concerning non-agenda items  b) Board Members' Reports on conferences attended or meetings scheduled  c) Volunteer Guild Report  d) Director's Report 1. Items of interest to the Board							<p>No discussion.</p> <p>No discussion.</p> <p>Luann O'Hara, Guild President, was not present. Director Mazerov stated Guild was very pleased with being put on the Wall of Stars.</p> <p>Director Mazerov stated as reflected in the management team minutes that much went on in April. National Library Week, Volunteer Celebration, Chamber Mixer, Turn Off the TV and Read Week activities and visiting Sacramento California Library Legislative Day. Director Mazerov stated visited Senator Dunn and Assemblyman Bermudez offices and met with representatives and took a package to Ackerman's office. Director attended new library opening at Cypress College, and Newport Beach Library Mariner Branch opening, which is joint school-public library and attended a meeting at the new</p>

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2. Children's Department Activity report							<p>Haskett Branch before the May 20<sup>th</sup> opening. Will be going to groundbreaking ceremony for a new Long Beach public library branch where will be replacing a 2,700 sq ft. room in a parks building with an 18,000 sq. ft. branch in an inner-city community. Also attended a Fullerton City Council meeting where they voted on going through with an application to LAFCO for realigning the district boundaries and Fullerton would take back that northern section that is now in the Buena Park Library District. Fullerton will be paying for the vast majority of it but our district will be paying approximately \$2400 of \$20,000. Director stated will be leaving tomorrow and gone about week to New York City on vacation.</p> <p>Seventeen story times with total attendance of 942. April was poetry month and 28 children wrote poems and added them to the poet tree. During Turn Off TV Week had a number of special programs, including crafts, performers and special story time where were read to. Three school tours with a total of 211 students. Started the library card campaign at St. Pius and dropped and distributed packets to the classes.</p>
VII. FUTURE AGENDA ITEMS							None proposed.
VIII. CONSENT CALENDAR	Motion Second Ayes Noes Absent Abstain	X	X  X	X X	X	X	<p>President Niccum stated have identified that there needs to be a correction to item b) 2 in Personnel Matters in reference to Library Clerk I, which is really a Library Clerk II. Motion by Trustee Ganer seconded by Trustee Miller to approve the Consent Calendar as amended. Items approved as follows:</p> <p>a) Approve Claims Request Number 633-06</p> <p>b) Personnel Matters 1. Merit increase for F/T Library</p>

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							<p>Clerk II, Caroline Egan, to Step 9 on the Salary Scale effective April 28, 2006.</p> <p>2. Merit increase for F/T Library Clerk II, Mary Ivelia, to Step 9 on the Salary Scale effective April 28, 2006.</p> <p>3. Merit increase for P/T Library Clerk, Katrina Lacerna, to Step 2 on the Salary Scale effective April 28, 2006.</p> <p>4. Merit increase for P/T Library Clerk II, Maria Mockler, to Step 9 on the Salary Scale effective April 28, 2006.</p> <p>Consent calendar approved unanimously.</p>
ADJOURNMENT	Motion Second Ayes Noes Absent Abstain	X	X X	X X	X	X	<p>Motion by Trustee Miller seconded by Trustee Ganer to adjourn. Motion approved unanimously and the meeting stood adjourned at 5:58 p.m.</p>

Submitted by,

Patricia M. Ganer, Secretary