

MINUTES  
REGULAR MEETING OF THE BOARD OF TRUSTEES  
OF THE  
BUENA PARK LIBRARY DISTRICT  
September 5, 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 Luann O'Hara, Guild President Donna Galutia, Guild Treasurer
I. ACTION ON MINUTES			X				
a) Regular Meeting of May 2, 2006	Motion Second Ayes Noes Absent Abstain		X	X	X		Motion by Trustee Ganer seconded by Trustee Miller to approve the minutes of May 2, 2006. Trustee Alibrandi abstained from voting. Minutes were approved unanimously.
b) Regular Meeting of June 6, 2006	Motion Second Ayes Noes Absent Abstain	X		X	X		Motion by Trustee Alibrandi seconded by Trustee Miller to approve the minutes of June 6, 2006. Trustee Ganer abstained from voting. Minutes were approved unanimously.
c) Regular Meeting of August 1, 2006	Motion Second Ayes Noes Absent Abstain		X				President Niccum stated do not have quorum of the Board members that were at the August 1, 2006 meeting so cannot approve tonight. Will take them up at next meeting.
II. CORRESPONDENCE							
a) Patrons' Suggestions from individuals requesting purchase of materials or proposing changes to Library operations							No discussion.
b) Management Team Minutes							President Niccum inquired about Z-daemon zombies mentioned in the Management Team Minutes. Director Mazerov explained is a virus that caused Dynix problems and Doug Mason came in Saturday and Sunday to research and fix the problem. Trustee Ganer stated that banners look really nice and are eye

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							catching. President Niccum asked if Freddie Mac kiosk is gone. Director Mazerov stated has been moved out of the lobby area to the back. Trustee Miller inquired about hoping to redesign children's area to add space and whether optimistic about Boeing Grant. Director Mazerov stated usually get something from Boeing Grant but may be not the \$20,000 asked for; however, will hopefully get money from other places as well and figure out a way to do it. Literally isn't room for families, kids to study at tables, or computers.
III. FINANCIAL AND MONTHLY REPORTS FROM THE OFFICE OF THE DIRECTOR a) YTD Revenue Report - Revenues as of August 15, 2006 - \$80,424  b) Expenditures Report - Expenditures as of – August 15, 2006 - \$214,773  c) Monthly Statistical Reports for August 2006							Trustee Ganer stated sure nice to see the passport money.  Trustee Ganer stated nice to know don't have to spend any money on an election this time since no one ran against two Trustees up for reelection.  No discussion.
I V. NEW BUSINESS a) 2006 Biennial Review of Conflict of Interest Designated Positions and Designated Filers Exhibits	Motion Second Ayes Noes Absent Abstain	X	X	X	X	X	Director Mazerov stated this is in response to request from Board of Supervisors and Clerk. We knew we were going to have to look at our Conflict of Interest policy due to the ethics training taken recently and new laws. Want to be sure that everyone that is supposed to be in a designated position is. Previously only the Board of Trustees were designated positions but have added Director and managers since directly deal with vendors and spending. Motion by Trustee Ganer seconded by Trustee Miller to approve the change in the designated positions. Motion was

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b) Resolution 006-4 Supporting Project Applications to Orange County LAFCO	Motion Second Ayes Noes Absent Abstain	X X	X X	X	X	X	approved unanimously. Director Mazerov stated this resolution is showing LAFCO that we are agreeing to the City of Fullerton request. Motion by Trustee Ganer seconded by Trustee Alibrandi to approve Resolution 006-4. Motion was approved unanimously.
V. ORAL COMMUNICATION							
a) From Public concerning non-agenda items							No discussion.
b) Board Members' Reports on conferences attended or meetings scheduled							Trustee Miller commented that every time look in the local paper there is always an article about the library and that's wonderful. Director Mazerov stated Kathleen Wade is very good at getting the information out and it goes on our web page also.
c) Volunteer Guild Report							Luann O'Hara, Guild President, stated will be having Annual Meeting on September 28, Thursday, at 6 pm. Been having a buy one get one of equal or lesser value free sale that has really been going really great. In July income was \$2,085 dollars and in August was \$3315. Are going to continue sale another month. Year to date have \$6741. Donna Galutia, Guild Treasurer, presented the Guild's financial report to the Board. Balance, with commitments, is \$5,805. Trustee Ganer stated so impressive to see what all Guild is doing and it really makes a difference. Trustee Miller stated how unique and fortunate are to have the Guild. Trustee Ganer stated will be donating classical music records to Guild.
d) Director's Report							
1. Items of interest to the Board							Director Mazerov reported on end of summer programs and planning on upcoming school year. Had an All Staff meeting and have provided Trustees with

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							<p>a copy of what staff received. Discussed upcoming Staff Development Day on October 9<sup>th</sup>. In preparation for that staff was given customer service handout to go out to a business or library and use survey parameters to evaluate it. Will have 2 speakers in the morning. One on Dealing with Disruptive Patrons and Public Information person from Buena Park Police Department will speak on dealing with the homeless. In the afternoon will evaluate the survey results and also evaluate our Library. Will ask for input for Strategic Plan for later in the year. Wrote letter to Governor asked for full funding for public libraries (PLF) and received a thank you from Governor's office in response and he did increase public PLF fund. Received our estimate of what will be receiving from PLF and is \$46,771. Last year received \$31,000. Actual full funding would be \$206,000. Get two or three checks yearly from City of Buena Park Redevelopment. Received first check in amount of \$43,000. With Trustee Salts and Robert Housley attended ISDOC meeting last week where new Executive Director of CSDA, Neil McCormick, spoke. Have a joint meeting with other special districts coming up on October 7<sup>th</sup> here at the Library. There are some issues on November ballot that CSDA feels strongly about and will hear update from Tom Vu and also be talking about other items sent in for agenda. In anticipation of the upcoming school year, Caroline Egan went to St. Pius for their registration and had a library table and signed up people for library cards. Made contacts and received email address of woman in charge of the Spanish language group at the Parish and will contact her as part of focus this year is getting word out to</p>

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2. Children's Department Activity report							<p>Spanish community. September is Library Card Sign-up month and the theme is "Be a Book-a-ner" with a pirate theme. The circulation committee visited two grocery stores that service the Spanish community and left brochures and flyers in Spanish. Lastly, had an adult program when an author who wrote a book about history of Anaheim Angel's came and spoke. There was a lot of interest in the topic and he was pleased with turn out.</p> <p>Final Summer Reading Club Program was on Saturday, August 26<sup>th</sup>, estimated had around 700 people. Other programs throughout August had approximate attendance of 1,394. For the Summer Reading Club there were 1,503 who signed up and 489 completed the 20 hours of reading. The teen program had 301 teens sign-up and 87 finished reading the 1,500 pages. The teens have really come on board. The children had the Harry Potter birthday party in the evening and the teens did an Amazing Race. Three girls on the teen advisory board took care of developing the program with parents help. Adult summer reading program had some impressive numbers, which will be in our newsletter coming out. There was an average of 8 books read per person.</p>
VI. FUTURE AGENDA ITEMS							None proposed.
VII. CONSENT CALENDAR	Motion Second Ayes Noes Absent Abstain	X X	X	X X	X	X	<p>Motion by Trustee Miller seconded by Trustee Alibrandi to approve the Consent Calendar as presented. Items approved as follows:</p> <p>a) Approve Claims Request Number 637-06</p> <p>b) Personnel Matters</p> <p>1. Merit increase for P/T Page, Heather Mackey, to Step 8 on the</p>

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							Salary Scale effective September 1, 2006. 2. Hire P/T Page, Chantell Martinez, at Step 1 on the Salary Scale effective August 22, 2006. 3. Hire P/T Page, Grace Park, at Step 1 on the Salary Scale effective August 22, 2006.
VIII. CLOSED SESSION a) Personnel Matters (Pursuant to Gov. Code Section 54957) -Library Director							Board adjourned into Closed Session at 5:59 p.m. Board reconvened into Open Session at 6:52 p.m. and took no reportable action in Closed Session and reconvening now for purpose of adjourning the regular meeting.
ADJOURNMENT	Motion Second Ayes Noes Absent Abstain	X  X	 X X	 X	 X	    X	Motion by Trustee Alibrandi seconded by Trustee Ganer to adjourn. Motion approved unanimously and the meeting stood adjourned at 6:53 p.m.

Submitted by,

Patricia M. Ganer, Secretary