AGENDA

PLACENTIA LIBRARY DISTRICT
BOARD OF TRUSTEES
REGULAR DATE MEETING

November 23, 2026
6:30 p.m.
Community Meeting Room
411 E. Chapman Avenue
Call-in Number: (669) 900-6833
Meeting ID: 850 1206 7452
Password: 046086
ZOOM Link: meetings.placentialibrary.org

Mission Statement:
Placentia Library District inspires, opens minds, innovates, and connects our community.

District Goals:

- Strengthen connections and expand community relationships.
- Provide equitable access.
- Adapt to community needs.
- Cultivate thriving collections of resources.
- Provide and promote relevant library services.
- Maintain fiscal responsibility and integrity.
- Support and empower staff.
- Provide an inviting, pleasant, and safe place to explore.

AGENDA DESCRIPTIONS: *The Agenda descriptions are intended to give members of the public notice and a general summary of items of business to be transacted or discussed. The Board may take any action which it deems to be appropriate on the Agenda and is not limited in any way by the notice of the recommended action.*

REPORTS AND DOCUMENTATION: *Reports and documentation relating to Agenda items are on file in the Administrative Office and the Reference Department of Placentia Library District, and are available for public inspection. A copy of the Agenda packet will be available for use during the Board Meetings. Any person having any question concerning any Agenda item may call the Library Director at 714-528-1925, Extension 200.*

PLEDGE OF ALLEGIANCE Library Board President

CALL TO ORDER

1. Call to Order — Library Board President
2. Roll Call — Recorder
3. Adoption of Agenda
   This is the opportunity for Board members to delete items from the Agenda, to continue items, to re-order items, and to make additions pursuant to Government Code Section 54954.2(b).
   Presentation: Library Director
   Recommendation: Adopt by Motion

4. Oral Communications
Members of the public may address the Library Board of Trustees on any matter within the jurisdiction of the Board. Presentations by the public are limited to 5 minutes per person. Members of the public are also permitted to address the Library Board of Trustees on specific Agenda Items before and at the time that an Item is being considered by the Board. Action may not be taken on items not on the Agenda except in emergencies or as otherwise authorized. Reference: California Government Code Sections 54954.3, 54954.2(b).

TRUSTEE & ORGANIZATIONAL REPORTS

5. Board President Report - oral
The President makes announcements of general interest to the community and the Library Board of Trustees as well as conducting any ceremonial matters.

6. Trustee Reports
The Trustees make announcements of general interest to the community and the Library Board of Trustees, and report on meetings attended on behalf of the Board of Trustees.

7. Library Director Report

8. Placentia Library Friends Foundation Board of Director's Report

CONSENT CALENDAR (Items 9 – 24)

Presentation: Library Director
Recommendation: Approve by Motion

Items 9 – 24 may be considered together as one motion to approve the Consent Calendar. Items may be removed for individual consideration before the Consent Calendar is adopted. Items removed must then each have a separate motion.

MINUTES (Item 9)

9. Minutes of the Library Board of Trustees Regular Date Meeting on October 27, 2026. (Receive & File and Approve)

CASH FLOW ANALYSIS (Items 10 – 11)

10. Check Register for October 2026. (Receive & File and Approve)

11. FY2026-2027 Fund Balance through October 2026; the Schedule of Anticipated Property Tax Revenues for FY2026-2026 as provided by the Orange County Auditor. (Receive & File).

TREASURER'S REPORTS (Items 12 – 16)

12. Financial Reports for October 2026 for Placentia Library District Accounts on Deposit with the Orange County Treasurer. (Receive & File)

13. Revenue and Expenditure Reports for October 2026. (Receive & File)

14. Acquisitions Report for October 2026. (Receive & File)

15. Entrepreneurial Activities Report and October 2026. (Receive & File)

16. Library Impact Fee Report for October 2026. (Receive & File)

GENERAL CONSENT REPORTS (Items 17 – 20)

17. Personnel Report for October 2026. (Receive, File, and Ratify Appointments)

18. Review Shared Maintenance Costs with the City of Placentia under the JPA. (Receive & File)

19. Administration Report for October 2026.

20. Circulation Report for October 2026.

STAFF REPORTS (Items 21 – 24)

21. Children's Services Report for October 2026.

22. Adult and Teen Services Report for October 2026.

23. Technology and Website Report for October 2026.

24. Customer Service Report for October 2026.

PRESENTATION (Item 25)

25. Service Pin Presentation to Michelle Meades, Simon Park, and Amanda Lee.

NEW BUSINESS (Items 26-35)

26. Review Bid Proposals and Consider Contract Award for the HVAC Equipment Screening Project

27. Authorize Amendments to Policy 3080 – Purchasing and Expense Authorization as presented.

28. Authorize Amendments to Policy 3090 - Records Retention as presented.

29. Authorize Amendments to Policy 6065 – Rules of Conduct as presented.

30. Travel Authorization: Consumer Electronics Show (CES) Conference in Las Vegas, Nevada, January 6-9, 2027.

31. Travel Authorization: Annual American Library Association (ALA) Conference in New Orleans, Louisiana, June 24-28, 2027.

32. Consider Rescheduling the December 21, 2026 Unusual Board Meeting Date.

33. LAFCO Updates from Trustee Beverage.

34. Roundtable Women's Club Updates from Secretary Dahl.

35. ISDOC and Legislative Updates from Trustee Nelson.

AGENDA DEVELOPMENT (Item 36)

36. Agenda Preparation for the December Unusual Date Meeting which will be held on December 21, 2026 unless re-scheduled by the Library Board of Trustees.

ADJOURNMENT (Item 37)

37. The Library Board of Trustees will adjourn the Regular Date November 23, 2026 meeting.

**********CERTIFICATION OF POSTING**********

I, Lina Nguyen, Executive Assistant of the Placentia Library District, hereby certify that the Agenda for November 23, 2026 Regular Date Meeting of the Library Board of Trustees of the Placentia Library District was posted on November 18, 2026.

Lina Nguyen

Lina Nguyen, Executive Assistant