

MINUTES
PLACENTIA LIBRARY DISTRICT
REGULAR DATE MEETING OF THE LIBRARY BOARD OF TRUSTEES
JANUARY 26, 2026

CALL TO ORDER

President Carline called the Regular Date Meeting of the Placentia Library District (PLD) Board of Trustees to order on January 26, 2026, at 6:30 p.m.

Members Present: President Gayle Carline, Secretary Sherri Dahl (arrived at 6:39 p.m. via Zoom), Trustee Stephanie Beverage, Trustee Nithin Jilla, Trustee Scott Nelson.

Staff Present: Jeanette Contreras, Library Director; Yesenia Baltierra, Assistant Library Director; Carlo Maskarino, Business Manager; Lina Nguyen, Executive Assistant.

Guests: Estella Wnek, Circulation Supervisor; Jeremy Yamaguchi, IT Consultant; Chitranjan Rathod, JCI Engineer.

ADOPTION OF AGENDA

President Carline opened with a tribute to former board member Al Shkoler, who served on the library board for 24 years. She dedicated the evening's meeting to him and to remind everyone to have the same civic nature that he displayed in his lifetime. The board approved to move agenda item 27 to go after the consent calendar. It was motioned by Trustee Beverage to adopt the agenda as modified. It was seconded by Trustee Nelson (Item 3). All in favor:

AYES: Carline, Dahl, Beverage, Jilla, Nelson
NOES: None
ABSENT: None

ORAL COMMUNICATION

None (Item 4).

BOARD PRESIDENT REPORT

President Carline reported she attended the Bookmobile Ribbon Cutting and the City's Centennial Gala.

**TRUSTEE &
ORGANIZATIONAL
REPORTS**

Trustee Beverage reported she attended the Bookmobile Ribbon Cutting and the City's Centennial Gala.

Trustee Jilla reported he attended the Bookmobile Ribbon Cutting and the City's Centennial Gala.

Trustee Nelson he attended the Bookmobile Ribbon Cutting and the City's Centennial Gala.

**LIBRARY DIRECTOR
REPORT**

Director Contreras reported that she has been focusing on working on the CLA Conference Committee as a co-chair. She also flew to San Jose State University to see two robots to perhaps have at the CLA Conference. She also reported that she and the IT Consultant attended the Consumer Electric Show and got to see a sneak preview of upcoming technological advancements.

She also reported she has been talking to a vendor for a self-driving car to potentially work with the District to provide transportation to low-income families and seniors who are unable to get to the library on their own. She is just in the talking phase,

but she wanted the board to be aware.

**FRIENDS FOUNDATION
REPORT**

Assistant Library Director Baltierra reported on the PLFF Board Meeting on behalf of President Gaeten Wood. She announced tickets for the Authors Luncheon went live today. She also provided PLFF with an update on District programs, including the Valentine’s Day Plushie program, for which PLFF members have early registration. She noted that the Authors Luncheon remains the primary focus at this time.

CONSENT CALENDAR

President Carline reported she saw a typo on the Administration Report. Staff advised it will be corrected on the report moving forward. It was moved by Trustee Beverage and seconded by Trustee Dahl to approve Agenda Items 9-24 as presented. A roll call vote was taken:

AYES: Carline, Dahl, Beverage, Jilla, Nelson
NOES: None
ABSENT: None

**MINUTES FOR UNUSUAL
DATE MEETING ON
DECEMBER 16, 2025.**

The minutes for the Unusual Date Meeting on December 16, 2025, were received, reviewed and filed (Item 9).

AYES: Carline, Dahl, Beverage, Jilla, Nelson
NOES: None
ABSENT: None

**CASH FLOW ANALYSIS
AND TREASURER’S
REPORTS**

Check Registers for December 2025 (Item 10)
Fund 707 Balance Report for December 2025 (Item 11)
Financial Reports through December 2025 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)
Balance Sheets for December 2025 (Item 13)
Acquisitions Report for December 2025 (Item 14)
Entrepreneurial Activities Report for December 2025 (Item 15)
Library Impact Fee Report for December 2025 (Item 16)

**GENERAL CONSENT
REPORTS**

Personnel Report for December 2025 (Item 17)
Review of Shared Maintenance Costs with the City of Placentia (Item 18)
Administration Report for December 2025 (Item 19)
Circulation Report for December 2025 (Item 20)

STAFF REPORTS

Children’s Services Report December 2025 (Item 21)
Adult Services Report for December 2025 (Item 22)
Placentia Library Website Technology Report for December 2025 (Item 23)
Customer Service Report (Items 24)

**AWARD GIGAKOM
CONTRACT TO PROVIDE
NETWORK AND WIRELESS
EQUIPMENT, LICENSING,
AND ASSOCIATE
INSTALLATION AND
CONFIGURATION SERVICES.**

Assistant Library Director Baltierra reported that staff, in collaboration with the IT Consultant, have been working with the e-rate consultant to apply for Category 2 funding under the e-rate program. This funding would cover 60% of the cost for eligible equipment upgrades or necessary services. IT Consultant Jeremy Yamaguchi provided the board with an overview of the equipment and services anticipated to be covered for fiscal year 2026–2027. Trustee Beverage made a motion to award GigaKOM the contract for the E-Rate Category 2 network and wireless equipment, licensing, and associated installation/configuration services as reflected in the

attached procurement documents, with the District portion not to exceed \$10,622. It was seconded by Trustee Nelson. A roll call vote was taken.

AYES: Carline, Dahl, Beverage, Jilla, Nelson
NOES: None
ABSENT: None

JOHNSON CONTROLS PRESENTATION OF THE YEAR 5 MEASUREMENT AND VERIFICATION REPORT.

Director Contreras reported that JCI Engineer Chitranjan Rathod was here to present the Solar Measurement and Verification Report for the District’s solar panels, now entering their fifth year of service. Mr. Rathod joined the meeting via Zoom and provided an update on the system’s performance over the past year, highlighting substantial cost savings and notable contributions to decarbonization efforts. The presentation was received and filed.

ADOPT RESOLUTION 2026-01: A RESOLUTION OF THE BOARD OF TRUSTEES OF THE PLACENTIA LIBRARY DISTRICT APPROVING AND ADOPTING AN EXCEPTION TO THE SICK LEAVE CASH-OUT POLICY FOR A LONG-TENURED EMPLOYEE.

Director Contreras reported the District had received notice of retirement from Estella Wnek, the Circulation Supervisor, who has served the District for 46 years. Supervisor Wnek has requested a full cash-out of her 1,500-hour sick leave balance. After acknowledging her exceptional dedication and service, the board approved a resolution to allow her to receive 100% of her accrued sick leave balance, making it a one-time exception rather than setting a precedent. The board noted that while this was a significant financial decision, Estella's long tenure and exceptional service justified this exception. Trustee Beverage made a motion to adopt and approve Resolution 2026-01: A Resolution of the Board of Trustees of the Placentia Library District Approving an Exception to the Sick Leave Cash Out Policy for a Long-Tenured Employee, Estella Wnek, as presented, of 100% of accrued balance, inclusive of input received from the Library Board of Trustees and that the resolution to be amended to reflect the 100% accrued balance. It was seconded by Secretary Dahl. A roll call vote was taken.

AYES: Carline, Dahl, Beverage, Jilla, Nelson
NOES: None
ABSENT: None

ROUNDTABLE WOMEN’S CLUB UPDATES FROM SECRETARY DAHL.

Secretary Dahl reported the Round Table will host the Bunco Bash on February 25, 2026. Tickets are priced at \$25, and the event will feature prizes and light refreshments. The raffle proceeds from the Festival of Trees totaled approximately \$12,000, enabling twelve \$1,000 donations to local charities. The group has also been assigned maintenance of several blessing boxes, including keeping them stocked. She noted that the need for these supplies is significantly greater now than in the past, requiring more frequent assistance from members. Additionally, the meeting originally scheduled to discuss potential large donations has been postponed to February.

LAFCO UPDATES FROM TRUSTEE BEVERAGE.

Trustee Beverage reported LAFCO gave an update on the midyear work plan including they are working on North Region Municipal Service Reviews and sphere of influence updates. They did not give any status updates and only reported it was ongoing. They also appointed their 2026 officers.

ISDOC/LEGISLATIVE UPDATES FROM TRUSTEE NELSON.

Trustee Nelson provided an update on the governor’s budget and its potential impact on libraries. He also reported that Assembly Bill AB 874 will not be moving forward.

Minutes of Placentia Library District Board of Trustees – Regular Date Meeting of January 26, 2026

AGENDA DEVELOPMENT

If there are any items the Trustees would like to see on the agenda for next month, they can email President Carline or Director Contreras.

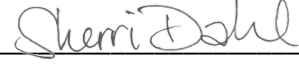
The next Board Meeting will be on February 23, 2026, at 6:30 p.m.

ADJOURNMENT

The Board of Trustees Regular Date Meeting of January 26, 2026 was adjourned at 7:25 p.m.



Gayle Carline, President
Library Board of Trustees



Sherri Dahl, Secretary
Library Board of Trustees