

MINUTES
PLACENTIA LIBRARY DISTRICT
UNUSUAL DATE MEETING OF THE LIBRARY BOARD OF TRUSTEES
MAY 26, 2026

- CALL TO ORDER** President Carline called the Regular Date Meeting of the Placentia Library District (PLD) Board of Trustees to order on May 26, 2026, at 6:33 p.m.
- Members Present:** President Gayle Carline, Trustee Stephanie Beverage, Trustee Scott Nelson.
- Members Absent:** Secretary Sherri Dahl, Trustee Nithin Jilla
- Staff Present:** Jeanette Contreras, Library Director; Yesenia Baltierra, Assistant Library Director; Carlo Maskarino, Business Manager (absent after 6:39 p.m.); Lina Nguyen, Executive Assistant.
- Guests:** None
- ADOPTION OF AGENDA** President Carline requested to move agenda item 25 to go immediately after the adoption of the agenda. It was motioned by Trustee Beverage to adopt agenda as modified. It was seconded by Trustee Nelson (Item 3). All in favor:
- | | |
|---------|---------------------------|
| AYES: | Carline, Beverage, Nelson |
| NOES: | None |
| ABSENT: | Dahl, Jilla |
- ORAL COMMUNICATION** None (Item 4).
- BOARD PRESIDENT REPORT** President Carline reported she had her monthly luncheon with Library Director Contreras. She was also a guest speaker at the HU chapter of an organization that Dr. Voiza Arnold is a part of.
- TRUSTEE & ORGANIZATIONAL REPORTS**
- Secretary Dahl had an excused absence.
- Trustee Beverage reported she attended the First Responders Recognition Breakfast and completed her Trustee training through the California Special Districts Association (CSDA).
- Trustee Jilla had an excused absence.
- Trustee Nelson shared the passing of his beloved dog that was part of his family for the past 15 years. He also reported that he will complete his Trustee training at the CSDA Conference.
- LIBRARY DIRECTOR REPORT**
- Director Contreras reported that the District had completed interviews for the Technology Manager position and had extended an offer to Jeremy Yamaguchi, who has accepted. As he is currently serving as the District's IT Consultant, the District will discontinue the IT Consultant role upon his start date. The Technology Manager position will also assume certain duties that currently fall under the Circulation Supervisor role. His tentative start date is August 17, 2026.
- She also shared that her son recently graduated from Saddleback College and will

be transferring to the University of California, Irvine. Additionally, she served as one of the guest speakers for San Jose State University’s annual symposia during Asian American, Native Hawaiian, and Pacific Islander (AANHPI) Heritage Month.

Director Contreras then provided an update on the PLFF Board Meeting. The bookstore generated \$2,152.84 in revenue in April, bringing the fiscal year-to-date total to \$19,141.14. Deposits for the month totaled \$2,314.45. The Board approved and appointed a new board member, Ariana O’Brien. They also reported that their student representative has transitioned into the role of recording secretary and is now a voting member, and that she is responsible for selecting a new student representative to fill the vacancy.

Director Contreras further reported that the District recently hosted the Santiago Library System’s Executive Council Meeting. There is still no resolution regarding the missing funds from the Dolly Parton Imagination Grant. Officers for the Executive Council were elected. While funding will be available for the upcoming Library Directors Forum, the system is projecting a reduction in total Library Services Act funding. Zip Books and e-collection funds will continue, though the Santiago Library System anticipates operating at a deficit. As such, the District will need to evaluate options for covering it.

Finally, Director Contreras reported she and the IT Consultant met with a vendor to discuss a reservation platform that would streamline staff time spent managing reservations for study rooms, study pods, and the meeting room.

CONSENT CALENDAR

It was moved by Trustee Beverage and seconded by Trustee Nelson to approve Agenda Items 9-24 as presented. A roll call vote was taken:

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

MINUTES FOR REGULAR DATE MEETING ON APRIL 26, 2026.

The minutes for the Regular Date Meeting on April 26, 2026, were received, reviewed and filed (Item 9).

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

CASH FLOW ANALYSIS AND TREASURER’S REPORTS

Check Registers for April 2026 (Item 10)
Fund 707 Balance Report for April 2026 (Item 11)
Financial Reports through April 2026 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 April 2026 (Item 13)
Acquisitions Report for April 2026 (Item 14)
Entrepreneurial Activities Report for April 2026 (Item 15)
Library Impact Fee Report for April 2026 (Item 16)

GENERAL CONSENT REPORTS

Personnel Report for April 2026 (Item 17)
Review of Shared Maintenance Costs with the City of Placentia (Item 18)
Administration Report for April 2026 (Item 19)

Circulation Report for April 2026 (Item 20)

STAFF REPORTS

Children’s Services Report April 2026 (Item 21)
Adult Services Report for April 2026 (Item 22)
Placentia Library Website Technology Report for April 2026 (Item 23)
Customer Service Report (Items 24)

ADOPTION OF RESOLUTION 2026-02: A RESOLUTION OF THE BOARD OF TRUSTEES OF THE PLACENTIA LIBRARY DISTRICT OF ORANGE COUNTY TO ESTABLISH THE APPROPRIATIONS LIMITATION (GANN LIMIT) AT \$7,178,848.61 FOR FISCAL YEAR 2026-2027.

Business Manager Maskarino reported that the Gann Limit for the 2026–2027 fiscal year is set at \$7,178,848.61. This limit establishes the maximum amount of appropriations the District may spend and is calculated based on cost-of-living and population factors. He noted that the limit includes all revenue sources, such as grants and state funding. Exceeding the Gann Limit would require reporting the excess to the Department of Finance rather than returning the funds. Following a brief discussion, President Carline read Resolution 2026-02 by title only: A Resolution of the Board of Trustees of the Placentia Library District of Orange County to Establish the Appropriations for Fiscal Year 2026–2027. Trustee Beverage then made a motion to adopt Resolution 2026-02: A Resolution of the Board of Trustees of the Placentia Library District of Orange County to Establish the Appropriations for Fiscal Year 2026-2027. It was seconded by Trustee Nelson. A roll call vote was taken:

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

Director Contreras noted that Resolution 2026-02 will need to be updated and signed by President Carline in lieu of Secretary Dahl, as Secretary Dahl was absent for the meeting and her name appears on the resolution.

AUTHORIZATION TO CLOSE THE LIBRARY ON AUGUST 28, 2026 FOR STAFF DEVELOPMENT DAY.

Director Contreras requested Board approval for the District’s closure on August 28, 2026, for Staff Development Day. Planned training for the day includes special needs training, CPR/AED certification, and a budget review. Trustee Beverage made a motion to authorize a closure on August 28, 2026 for Staff Development Day. It was seconded by Trustee Nelson. A roll call vote was taken:

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

JOINT USE COMMITTEE UPDATES FROM TRUSTEE NELSON.

The previous Joint Use Meeting was reported at the April Board Meeting. The meeting minutes are attached for review.

INDEPENDENT SPECIAL DISTRICTS OF ORANGE COUNTY (ISDOC) & LEGISLATIVE UPDATES FROM TRUSTEE NELSON.

Trustee Nelson expressed concerns regarding proposed reductions to impact fees that may negatively affect libraries and recommended supporting fellow special districts.

PLACENTIA ROUNDTABLE WOMEN’S CLUB (PRTWC)

Director Contreras reported that Secretary Dahl was absent; however, the calendar of upcoming May events for the Placentia Round Table Women’s Club was included in the Board Book.

UPDATES FROM SECRETARY DAHL.

LOCAL AGENCY FORMATION COMMISSION (LAFCO) UPDATES FROM TRUSTEE BEVERAGE.

Trustee Beverage reported that a draft of the District’s Municipal Service Review (MSR) had been submitted to the District, and staff had provided a response to OC LAFCO. She noted that MSRs have not been discussed during their monthly meetings.

Director Contreras added that she had spoken with an OC LAFCO representative, who indicated that the agency is recommending the District remain an independent agency and should not be absorbed by the City or County.

AGENDA DEVELOPMENT


Director Contreras reported budget amendments need to be presented to the Board. A budget work session was scheduled for 4:00 p.m. ahead of the Regular Date Meeting on June 22, 2026 at 6:30 p.m.

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 June 22, 2026, at 6:30 p.m.

ADJOURNMENT

The Board of Trustees Unusual Date Meeting of May 26, 2026 was adjourned at 7:06 p.m.



Gayle Carline, President
Library Board of Trustees