MINUTES
PLACENTIA LIBRARY DISTRICT
REGULAR DATE MEETING OF THE LIBRARY BOARD OF TRUSTEES
JULY 27, 2026

CALL TO ORDER

President Carline called the Regular Date Meeting of the Placentia Library District (PLD) Board of Trustees to order on July 27, 2026, at 6:33 p.m.

Members Present: President Gayle Carline, Secretary Sherri Dahl, Trustee Stephanie Beverage, Trustee Nithin Jilla.

Members Absent: Trustee Scott Nelson.

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

Staff Absent: Jeanette Contreras, Library Director.

Guests: Tim Balen, Librarian.

ADOPTION OF AGENDA

It was motioned by Trustee Beverage to adopt the agenda as presented. It was seconded by Secretary Dahl (Item 3). All in favor:

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

ORAL COMMUNICATION

None (Item 4).

BOARD PRESIDENT REPORT

President Carline reported she attended the American Library Association (ALA) Conference in Chicago, met with Library Director Contreras for their monthly meeting, and has an upcoming appointment to file to run for office.

TRUSTEE & ORGANIZATIONAL REPORTS

Secretary Dahl reported she attended the ALA Conference in Chicago.

Trustee Beverage reported she attended the ALA Conference in Chicago and the District's backpack event. She also viewed two Niche Academy webinars, one on return on investment (ROI) and one on succession planning.

Trustee Jilla reported he attended the ALA Conference in Chicago and the District's backpack event. He is currently working on notes from a tech vendor and is helping connect Library Director Jeanette Contreras with LeVar Burton's company. He reported he will be attending a Placentia Rotary meeting next week as Ward Smith's guest next week.

Trustee Nelson had an excused absence.

LIBRARY DIRECTOR REPORT

Assistant Library Director Baltierra reported that Director Contreras met with President Carline for their monthly meeting and attended the ALA Conference in Chicago. She also noted that Tim Balen was present to provide a report on his attendance at the ALA Conference. Mr. Balen shared his experience and highlighted his main takeaways from the event.

Assistant Library Director Baltierra continued with an update on the PLFF Board Meeting on behalf of President Gaeten Wood. She reported that the PLFF is actively working on updates to their website and preparing for the Authors Luncheon, which is scheduled for March 6, 2027, featuring author Paddy Hirsch.

CONSENT CALENDAR

After staff answered several questions regarding the Acquisitions Report and the Entrepreneurial Activities Report by the Board, it was moved by Trustee Beverage and seconded by Secretary Dahl to approve Agenda Items 9-24 as presented. A roll call vote was taken:

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

MINUTES FOR REGULAR DATE MEETING ON JUNE 22, 2026.

The minutes for the Regular Date Meeting on June 22, 2026, were received, reviewed and filed (Item 9).

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

CASH FLOW ANALYSIS AND TREASURER'S REPORTS

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

GENERAL CONSENT REPORTS

Personnel Report for June 2026 (Item 17)
Review of Shared Maintenance Costs with the City of Placentia (Item 18)
Administration Report for June 2026 (Item 19)
Circulation Report for June 2026 (Item 20)

STAFF REPORTS

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

CONSIDERATION OF AN ALTERNATIVE DATE FOR THE SEPTEMBER BOARD MEETING.

Assistant Library Director Baltierra reported that the September Board Meeting would need to be rescheduled due to a scheduling conflict. Trustee Beverage made a motion to move the September meeting date from September 28, 2026 to September 17, 2026. It was seconded by Secretary Dahl. All-in-favor:

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

AUTHORIZATION TO ENGAGE A PROJECT

Assistant Library Director Baltierra reported that staff is recommending the Board approve hiring a project manager to oversee the HVAC screening project. After a brief discussion, Trustee Beverage made a motion to authorize staff to engage and

MANAGER FOR THE HVAC SCREENING PROJECT.

work with a qualified project manager for the HVAC Screening Project and authorize the Library Director, or designee, to execute agreements and related documents necessary to implement the project, consistent with the approved project budget. It was seconded by Secretary Dahl. A roll call vote was taken:

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

AUTHORIZATION FOR LIBRARY STAFF TO ATTEND THE CALIFORNIA LIBRARY ASSOCIATION CONFERENCE IN RIVERSIDE, OCTOBER 22-24, 2026.

Assistant Library Director Baltierra reported that two staff members submitted a program proposal for the California Library Association (CLA) Conference on the evolution of the Hangar Makerspace. Their proposal was selected for presentation, and staff is requesting authorization to send them to the CLA Conference. Trustee Beverage made a motion to authorize District staff to attend the California Library Association Annual Conference in Riverside, California, and approve the associated travel and conference expenses in accordance with District policy. It was seconded by Secretary Dahl. A roll call vote was taken:

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

LEGISLATIVE UPDATES FROM TRUSTEE NELSON.

Trustee Nelson had an excused absence. Legislative reports were provided in the board packet.

President Carline requested information on what topics CSDA would like the District to address in communications to legislators.

Trustee Beverage mentioned two pending federal bills, Senate Bill 4925 and House Bill 7661, that could result in federal book bans. She recommended referring to EveryLibrary for additional information on the bills and for template letters.

ROUNDTABLE WOMEN'S CLUB UPDATES FROM SECRETARY DAHL.

Secretary Dahl reported that the Routable Women's Club is in the middle of their soup workshops and is finalizing their annual budget. They are also having work completed by Home Depot under a grant.

LAFCO UPDATES FROM TRUSTEE BEVERAGE.

Trustee Beverage reported LAFCO did not meet in July.

AGENDA DEVELOPMENT

The Board will not be meeting in August. If there are any items the Trustees would like to see on the agenda for next month, they can email President Carline, Director Contreras, or Assistant Library Director Baltierra.

The next Board Meeting will be on September 17, 2026, at 6:30 p.m.

ADJOURNMENT

The Board of Trustees Regular Date Meeting of July 27, 2026 was adjourned at 7:18 p.m.

Gayle Carline

Gayle Carline, President
Library Board of Trustees

Sherri Dahl

Sherri Dahl, Secretary
Library Board of Trustees