

PLACENTIA LIBRARY DISTRICT

Board of Trustees Regular Meeting

AGEND

May 24, 2000

REGULAR M

Library Conference Room

PLACENTIA LIBRA
BOARD OF TR

Goodson

May 24, 2000

7:30 P.M.

Library Conference Room

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 203.

1. Roll Call ^{7:38} Administrative Assistant
2. 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

3. Minutes of the April 19, 2000 Regular Meeting.

Presentation: Library Director
Recommendation: Approve by Motion

4. Oral Communications

At this time, in accordance with California Government Code Section 54954.3, members of the public may address the Library Board of Trustees on any matter within the jurisdiction of the Board.

In accordance with Library Board Policy adopted on April 13, 1992, presentations by the public are limited to 5 minutes per person.

In accordance with California Government Code Section 54954.3, 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 by Government Code Section 54954.2(b).

M1 - R.M.
M2 - S.S.

M1 - P.D.
M2 - R.M.
Abs - G.W., S.S.

rec'd letter from Robin Masters not to run for reelection.

5. Board President Report

Handled out

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

CLA - Ann Janner writes hall of Bylenn
CSTA News

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.

S. Stark attended day of SDUCA - hire contractor to pursue recruitment of more district members
Stay with Friends Fund for Calendar year

Library Director Report

The Library Director will report on library issues of general interest and on meetings attended on behalf of the District.

play the Friends
Mrs. Fenstermaker
media & video materials

Collection development evergreen bookstore
specialized in Chinese books. Foreign language children's books. Exercise books

8. Friends of Placentia Library Board of Directors Report

Presentation: Friends Representative

w/o a President right now.

Anahiem will do eval. of library systems by Dec 31, not provide support for current system.

Info Technology Survival Skills Consultant
Pat/Oulie/EdM digitization program for letters & photos

9. Placentia Library Foundation Board of Directors Report

Presentation: Trustees, Wood and Stark

Water \$55/chain

April 6, 2000 Annual campaign - Liz Spring
Diversified sources - wanted to use as fiscal agent. Blinds

10. Placentia History Room Committee Report

Presentation: Library Director

Just ordered shelving (4 to 6 weeks) moving into end of workroom next week May 30, 2000

CLAIMS (Items 11 - 14)

Presentation: Library Director
Recommendation: Approve by Motion

M1 - P. D.
M2 - R. M.

Items 11 - 14 may be considered together as one motion to "Approve the Claims, and Receive & File the General Fund Cash Flow Report." Items may be removed for individual consideration before the Claims are adopted. Items removed must then each have a separate motion.

11. Nonstandard Claims in excess of \$300. (Approve)

No Nonstandard Claims were processed during this report period.

12. Claims forwarded by the Library Director and Library Trustees. (Approve)

Claims 3905, 3906, 3907, 3908, 3909 and 3910 for a total of \$21,334.36 forwarded by Library Director during this report period.



PLACENTIA LIBRARY DISTRICT

Board of Trustees Regular Meeting

AGEND

May 24, 2000

REGULAR MEETING

Library Conference Room

PLACENTIA LIBRARY
BOARD OF TRUSTEES

Goodson

May 24, 2000

7:30 P.M.

Library Conference Room

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 203.

- 17:38
1. Roll Call Administrative Assistant
 2. 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

3. Minutes of the April 19, 2000 Regular Meeting.

Presentation: Library Director
Recommendation: Approve by Motion

4. Oral Communications

At this time, in accordance with California Government Code Section 54954.3, members of the public may address the Library Board of Trustees on any matter within the jurisdiction of the Board.

In accordance with Library Board Policy adopted on April 13, 1992, presentations by the public are limited to 5 minutes per person.

In accordance with California Government Code Section 54954.3, 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 by Government Code Section 54954.2(b).

M1 - P.M.
M2 - S.S.

M1 - P.D.
M2 - R.M.
Abs - G.W., S.S.

rec'd letter from Robin Masters not to run for reelection.

5. Board President Report

Handed out

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

CLA - Ann Jensen with hall of Bygones

6. Trustee Reports

CSA News

S. Stark attended day at SDUCA - hire contractor to pursue

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.

No self named recruitment of new district Stay with Fremians Fund for Calendar years

play the financial... Fensto make... materials

Library Director Report

Collection development evergreen bookstore specialized in Chinese books. Foreign language children's books. Exercise books

The Library Director will report on library issues of general interest and on meetings attended on behalf of the District.

8. Friends of Placentia Library Board of Directors Report

Presentation: Friends Representative

w/o a President right now.

Anaheim will do eval. of library systems with Dec 31, not provide support for current system.

Info Technology Survival Skills Consultant Pat/Julie/Don digitization program for letters & photos

9. Placentia Library Foundation Board of Directors Report

Presentation: Trustees, Wood and Stark

April 6, 2000 Annual campaign - viz Spring

Diversified sources - wanted to use as fiscal agent. Blinds

Water \$55/chair

10. Placentia History Room Committee Report

Presentation: Library Director

Just ordered shelving (4 to 6 weeks) moving into end of workroom next week May 30, 2000

CLAIMS (Items 11 - 14)

Presentation: Library Director
Recommendation: Approve by Motion

M1 - P. D.
M2 - R. M.

Items 11 - 14 may be considered together as one motion to "Approve the Claims, and Receive & File the General Fund Cash Flow Report." Items may be removed for individual consideration before the Claims are adopted. Items removed must then each have a separate motion.

11. Nonstandard Claims in excess of \$300. (Approve)

No Nonstandard Claims were processed during this report period.

12. Claims forwarded by the Library Director and Library Trustees. (Approve)

Claims 3905, 3906, 3907, 3908, 3909 and 3910 for a total of \$21,334.36 forwarded by Library Director during this report period.



13. Current Claims and Payroll (Approve)

Current Claims 3914, 3915, 3916, 3917, 3918, 3919, 3920 and 3921 for \$25,681.63; and Payrolls 3911 for \$19,603.00, 3912 for \$19,603.00 and 3913 for \$21,520.00, for a combined total of Current Claims and Payroll of \$86,407.63.

14. FY1999-2000 Cash Flow Analysis through May 24, 2000 and recommendation that no funds be transferred. (Receive & File)

FINANCIAL REPORTS (Items 15 - 20)

Presentation: Library Director
Recommendation: Approve by Motion

M1 - R.M.
M2 - S.S.

Items 15 - 20 may be considered together as one motion to approve the Financial Report. Items may be removed for individual consideration before the Financial Report is adopted. Items removed must then each have a separate motion.

- 15. Financial Reports for April 2000 (Receive & File)
- 16. Office General Ledger & Check Registers for April 2000 (Receive & File)
- 17. Acquisitions Report for April 2000 (Receive & File)
- 18. Overdue Collection Reports for April 2000 (Receive & File)
- 19. Debit Card System Reimbursement Report for April 2000 (Receive & File)
- 20. Gifts Report for April 2000 (Receive & File)

GENERAL CONSENT CALENDAR (Items 21 - 28)

Presentation: Library Director
Recommendation: Approve by Motion

M1 - P.D.
M2 - R.M.

Items 21 - 28 may be considered together as one motion to approve the General Consent Calendar. Items may be removed for individual consideration before the General Consent Calendar is adopted. Items removed must then each have a separate motion.

- 21. Building Maintenance Report for April 2000 (Receive & File)
- 22. Personnel Report for April 2000 (Receive, File, and Ratify Appointments)
- 23. Volunteer Reports for April 2000 (Receive & File)
- 24. Circulation Report for April 2000 (Receive & File)

25. Minutes of the Executive Committee of the Independent Special Districts of Orange County (ISDOC) of April 4, 2000 (Receive & File)
26. Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority. (Receive & File)
27. Status report on the Placentia History Room project with the City of Placentia. (Receive & File)
28. Legislative Reports from the California Special Districts Association and the California Library Association (Receive & File)
29. Status Report on Replacement of Meeting Room and Board Room window coverings (Receive & File)
30. Notice from the Institute on 21st-Century Librarianship, Stanford University, that Librarian I Cyrise Smith has been accepted as a participant in the First Annual Stanford-California State Library Institute, August 6 – 12, 2000. The cost for the District will be \$250 plus travel expenses. The balance of the costs will be paid by a grant from the State Library of California. (Receive & File)
31. Election Information for November 7, 2000 General Election providing statement that Placentia Library District will not pay for a candidate's statement of qualification by candidates for the District. (Receive & File and Approve Response to the Registrar of Voters)
32. Notice of Independent Special District Selection Committee Meeting for June 29, 2000 (Receive & File)
33. Letter from Arlene Schafer, Costa Mesa Sanitary District, requesting Placentia Library District's support of her nomination as a full member of the Orange County Local Area Formation Commission (LAFCO) (Receive & File)
34. Public Perceptions of Public Libraries: Research Summary Highlights and Conclusions, presented to the California Public Library Directors' Forum, March 2000 (Receive & File)
35. Letter of Authorization for Munson, Cronick & Associates, CPA to conduct the Fiscal Year 1999-2000 Financial Audit for Placentia Library District (Receive & File and Authorize Signature by Library Director)
36. Letter from Orange County Employees Association reporting that it will stop its representation of employees in the Placentia Library effective May 12, 2000. (Receive & File)

CONTINUING BUSINESS

37. Review of Property Tax issues before the Courts and the California Legislature.

Presentation: Library Director

Recommendation: Action as determined by the Board of Trustees

Prop Tax shifts - TRF to ERAF

ATTCHD

*LIN (1900-00)
MORY (FATH)
BASS 1900-00*

*ring
Wife Hovner
C. M. Munn*

NEW BUSINESS

stress letter to Governor

38. Fiscal Year 2000-2001 Budget Process Review

Presentation: Library Director
Recommendation: Give direction for budget development

39. Announcement from State Librarian Dr. Kevin Starr regarding the Library Board Development Project, a collaborative project between the California State Library and the California Association of Trustees and Commissioners (CALTAC)

Presentation: Library Director
Recommendation: Determine whether Placentia Library District will participate in the Project; and if interested;
Select a couple of potential Saturday dates and times; and
Authorize the Library Director to request the service from CALTAC's Board Development Project Chair.

*10, 2000
Select early February 3 AM
January 27 Ind. chore*

*Post Replacement
Newel
Up*

*M1-RM
M2-G.W.*

40. Repair of Facia Board on the South Side of the Library

Presentation: Library Director
Recommendation: Approve contract with Premier Contractors in the amount of \$2,800.00 for replacement of facia board on the south side of the Library as described in its
• Proposal and Contract dated May 3, 2000; and

Authorize signature of the contract document by the Library Director.

*M1-R.M
M2-G.W.*

STAFF REPORTS (Items 41 - 46)

*M1-P.O.
M2-R.M.*

Items 41 - 46 may be considered together as one motion to approve the Staff Reports. Items may be removed for individual consideration before the General Consent Calendar is adopted. Items removed must then each have a separate motion.

- 41. Program Committee Report for April 2000 (Roberts)
- 42. Children's Services Report for April 2000 (Smith)
- 43. Placentia Library Literacy Services Report for April 2000 (Roberts)
- 44. Placentia Library Web Site Report for April 2000 (Roberts)
- 45. Publicity Materials produced for April 2000 (Willauer)
- 46. Safety Committee Minutes for April 2000 (Matas)

*Other political organizations
LAFCO
Special District
Finance Authority*

ADJOURNMENT

- 47. Agenda Preparation for the June Regular Meeting which will be held on Wednesday, June 21, 2000.
- 48. Review of Action Items.

Application

No action or discussion shall be taken on any item not appearing on the posted Agenda, unless authorized by law.

- 49. Adjourn

*Adjourned
8:50 p.m.*

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

I, Wendy G. Goodson, Administrative Assistant for Placentia Library District, hereby certify that the Agenda for the May 24, 2000 Regular Meeting of the Library Board of Trustees of the Placentia Library District was posted on Thursday, May 18, 2000.

Wendy G. Goodson

Call to Friends

*more messaging
messaging
messaging
messaging*

Messaging

*Chairman
members
members
members
members*

May 18, 2000, 11:54 AM

Placentia Library Board Calendar

May 2000 - April 2001

May 2000						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

May

- 1 7:00 PM Friends Board Meeting, Masters
- 21 ~~Library Closed for Monday Holiday~~
- 22 ~~Library Closed for Memorial Day~~
- 24 7:30 PM Library Board Meeting
- 25 7:15 AM Placentia Chamber of Commerce Breakfast

Nov 2000						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

Jun 2000						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

- 5 7:00 PM Friends Board Meeting, Wood
- 21 7:30 PM Library Board Meeting
- 22 7:15 AM Placentia Chamber of Commerce Breakfast
- 26 Library Director on vacation through July 12

Dec 2000						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Jul 2000						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

July

- 4 Library Closed for Independence Day
- 6 ALA Conference, Chicago, through July 12
- 19 7:30 PM Library Board Meeting
- 27 7:15 AM Placentia Chamber of Commerce Breakfast

Jan 2001						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Aug 2000						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August

- 16 7:30 PM Library Board Meeting
- 3 Library Closed for Monday Holiday
- 4 Library Closed for Labor Day
- 11 7:00 PM Friends Board Meeting, Dinsmore
- 20 7:30 PM Library Board Meeting
- 27 CSDA Conference, Monterey, through Sep. 29
- 28 7:15 AM Placentia Chamber of Commerce Breakfast

Feb 2001						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

Sep 2000						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

October

- 2 7:00 PM Friends Board Meeting, Shkoler
- 14 9:00 AM Heritage Parade
- 18 7:30 PM Library Board Meeting
- 26 7:15 AM Placentia Chamber of Commerce Breakfast

Mar 2001						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Oct 2000						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November

- 6 7:00 PM Friends Board Meeting, Stark
- 15 7:30 PM Library Board Meeting
- 23 Library Closed for Thanksgiving
- 30 LAMA National Institute, Palm Springs, through Dec. 2nd.

Apr 2001						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

1008 4000 0005 2016

1008 4000 0005 2016

Year	Q1	Q2	Q3	Q4
2016	11	11	11	11
2017	11	11	11	11
2018	11	11	11	11

1008 4000 0005 2016

1008 4000 0005 2016

1008 4000 0005 2016

Year	Q1	Q2	Q3	Q4
2016	11	11	11	11
2017	11	11	11	11
2018	11	11	11	11

Year	Q1	Q2	Q3	Q4
2016	11	11	11	11
2017	11	11	11	11
2018	11	11	11	11

1008 4000 0005 2016

1008 4000 0005 2016

1008 4000 0005 2016

Year	Q1	Q2	Q3	Q4
2016	11	11	11	11
2017	11	11	11	11
2018	11	11	11	11

Year	Q1	Q2	Q3	Q4
2016	11	11	11	11
2017	11	11	11	11
2018	11	11	11	11

1008 4000 0005 2016

1008 4000 0005 2016

1008 4000 0005 2016

Year	Q1	Q2	Q3	Q4
2016	11	11	11	11
2017	11	11	11	11
2018	11	11	11	11

Year	Q1	Q2	Q3	Q4
2016	11	11	11	11
2017	11	11	11	11
2018	11	11	11	11

1008 4000 0005 2016

1008 4000 0005 2016

1008 4000 0005 2016

Year	Q1	Q2	Q3	Q4
2016	11	11	11	11
2017	11	11	11	11
2018	11	11	11	11

Year	Q1	Q2	Q3	Q4
2016	11	11	11	11
2017	11	11	11	11
2018	11	11	11	11

1008 4000 0005 2016

1008 4000 0005 2016

1008 4000 0005 2016

Year	Q1	Q2	Q3	Q4
2016	11	11	11	11
2017	11	11	11	11
2018	11	11	11	11

Year	Q1	Q2	Q3	Q4
2016	11	11	11	11
2017	11	11	11	11
2018	11	11	11	11

1008 4000 0005 2016

1008 4000 0005 2016

1008 4000 0005 2016

Year	Q1	Q2	Q3	Q4
2016	11	11	11	11
2017	11	11	11	11
2018	11	11	11	11

MINUTES
PLACENTIA LIBRARY DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
April 19, 2000

CALL TO ORDER The Regular Meeting of the Placentia Library District Board of Trustees was called to order on April 19 2000 at 7:30 P.M. by President Shkoler.

ROLL CALL

Members Present: President Al Shkoler, Secretary Robin Masters, Trustees Peggy Dinsmore; and Library Director Elizabeth Minter.

Members Absent: Trustees Sandra Stark and Gaeten Wood

Others Present: Public Services Manager Jim Roberts; Administrative Assistant Wendy Goodson; and Friend's Representative Elizabeth Spring

EMERGENCY ACTION ITEM DECLARATION It was moved by Trustee Dinsmore, seconded by Secretary Masters to declare Selection of a Representative for the Special District Workers Compensation Authority an emergency action item and place it as Agenda Item 33A.

AYES: Dinsmore, Masters, Shkoler
NOES: None
ABSTAIN: None
ABSENT: Stark, Wood

ADOPTION OF AGENDA It was moved by Trustee Dinsmore, seconded by Secretary Masters to adopt the Agenda as printed.

AYES: Dinsmore, Masters, Shkoler
NOES: None
ABSTAIN: None
ABSENT: Stark, Wood

MINUTES It was moved by Trustee Dinsmore, seconded by Secretary Masters to approve the Minutes of the March 16, 2000 Regular Meeting as printed.

AYES: Dinsmore, Masters, Shkoler
NOES: None
ABSTAIN: None
ABSENT: Stark, Wood

ORAL COMMUNICATIONS No members of the public requested to address the Board at this time.

PRESIDENT'S REPORT Nothing to report at this time.

TRUSTEE REPORTS

Trustee Dinsmore reported that she spoke with Jan Wagner of the Placentia Yorba Linda School Board of Trustees at the Mixer on April 19. Ms. Wagner mentioned she has historic material about Placentia. Library Director recommended contacting Pat Irot to coordinate obtaining the historical material.

**LIBRARY
DIRECTOR'S
REPORT**

Library Director Minter reported that several staff attended a Violence in the Workplace Workshop sponsored the Yorba Linda Public Library and conducted by the Brea Police Department.

FRIENDS REPORT

Friends Representative, Elizabeth Spring, reported that the Friends Annual Meeting was a great success. Bill Johnson, was the featured speaker. Also, Friends current membership is 282, which is an all-time high.

**FOUNDATION
REPORT**

Library Director reported that there are new Foundation Board of Directors, Kathy Paddock and Jim Fennstermaker.

**HISTORY ROOM
REPORT**

The History Room Project is ongoing. The City of Placentia, Placentia Library, and History Room Committee have been working diligently to assist the contractor in any way possible.

CLAIMS

It was moved by Secretary Masters, seconded by Trustee Dinsmore to approve Agenda Items 11 through 14:

Nonstandard Claims in the amount of \$0.00

Claims 3888, 3889, 3890, 3891, 3892 and 3893 forwarded by the Library Director for a total of \$8,462.62.

Current Claims 3896, 3897, 3898, 3899, 3900, 3901, 3902, 3903, and 3904; and Payroll Claims 3894 and 3895 for \$45,040, for a combined total of \$116,743.02.

FY1999-00 Cash Flow Analysis through April 19, 2000 and recommendation to authorize the Orange County Treasurer to transfer \$80,000 from Fund 707 (General Fund) to Fund 702 (Equipment & Structural Repair) and \$100,000 from Fund 707 (General Fund) to Fund 706 (Bond Redemption).

**FINANCIAL
REPORTS**

It was moved by Secretary Masters, seconded by Trustee Dinsmore to receive and file Agenda Items 15 through 20:

Financial Reports for March, 2000

Office General Ledger & Check Registers for March, 2000

Acquisitions Report for March, 2000

Overdue Collection Report for March, 2000

Debit Card System Reimbursement Report for March , 2000

Gifts Report for March, 2000

AYES: Dinsmore, Masters, Shkoler

NOES: None

ABSTAIN: None

ABSENT: Stark, Wood

**GENERAL CONSENT
CALENDAR**

It was moved by Secretary Masters, seconded by Trustee Dinsmore to receive and file Agenda Items 21-28:

Building Maintenance Report for March, 2000. (Receive & File)

Personnel Report for March, 2000 (Receive, File and Ratify Appointments)

Volunteer Report for March, 2000 (Receive & File)

Circulation Report for March, 2000 (Receive & File)

Minutes of the Executive Committee of the Independent Special Districts of Orange County (ISDOC) of March 7, 2000 (Receive & File)

Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority (Receive & File)

Status report on the Placentia History Room project with the City Of Placentia (Receive & File)

Legislative Reports from the California Special District Association and the California Library Association

AYES: Dinsmore, Masters, Shkoler

NOES: None

ABSTAIN: None

ABSENT: Stark, Wood

**WINDOW
COVERINGS
REPORT**

Administrative Assistant reported that the window coverings estimate is less than first anticipated and the selection of the color and fabric are pending because Trustee Wood is out of town. Upon her return, a selection will be made and a work order will be processed immediately.

LIFE INSURANCE

It was moved by Trustee Dinsmore, seconded by Secretary Masters to authorize payment for life insurance policy for the Library Director; and to authorize increasing the life insurance coverage for employees on the District's medical insurance program from \$15,000 to \$50,000 effective July 1, 2000; and to renew existing medical, dental, and vision coverages for Fiscal Year 2000-2001.

AYES: Dinsmore, Masters, Shkoler
NOES: None
ABSTAIN: None
ABSENT: Stark, Wood

APPLICATIONS FOR FAMILIES FOR LITERACY PROGRAM

It was moved by Secretary Masters, seconded by Trustee Dinsmore to receive & file and ratify applications for the Families for Literacy Grant Proposal for Fiscal Year 2000/2001, and the Families for Literacy Prop 10 Grant Proposal for Fiscal Year 2000-2001

AYES: Dinsmore, Masters, Shkoler
NOES: None
ABSTAIN: None
ABSENT: Stark, Wood

PART TIME LIBRARY ASSISTANT POSITION

It was moved by Secretary Masters, seconded by Trustee Dinsmore to authorize .50FTE Library Assistant position for the Families for Literacy program, effective June 12, 2000 with the personnel cost for Fiscal Year 1999-2000 to be paid from the Substitute Librarian expense category.

AYES: Dinsmore, Masters, Shkoler
NOES: None
ABSTAIN: None
ABSENT: Stark, Wood

PROPERTY TAX REPORT

Library Director reported on Property Tax issues before the Courts and the California Legislature. The County Librarians have organized a legislative effort to have both the dependent and independent special district library exempted from the property tax shift. The independent special districts have been asked to be prepared to make a full legislative "push" as soon as the bill is introduced. Also, the request through the office of Assemblyman Dick Ackerman for a legislative grant of \$55,000 for a roof replacement for Placentia Library, has been forwarded to the Assembly Budget Committee. Letters in support of this request need to be sent immediately as the Library no longer has anyone in Sacramento to make personal visits to Assembly leadership on the District's behalf.

Library Director and Secretary Masters reported on the Arroyo Seco Library Network, Region IV – Library of California Membership Meeting on April 11, 2000. By the end of 2000, Placentia Library District will be

asked to join the Arroyo Seco Library Network. Ultimately this will take the place of the District' membership in the Santiago Library System which will going out of existence.

**SELECTION OF
SPECIAL DISTRICT
WORKERS
COMPENSATION
AUTHORITY
REPRESENTATIVE**

It was moved by Secretary Masters, seconded by Trustee Dinsmore to appoint Trustee Stark to represent the Placentia Library District at the Special District Workers Compensation Authority Board of Director's Meetings.

AYES: Dinsmore, Masters, Shkoler
NOES: None
ABSTAIN: None
ABSENT: Stark, Wood

STAFF REPORTS

It was moved by Secretary Masters, seconded by Trustee Wood to approve Agenda Items 34-39:

Program Committee Report for March, 2000.

Children's Services Report for March, 2000.

Placentia Library Literacy Services Report for March, 2000.

Placentia Library Web Site Report for March, 2000.

Publicity Materials produced for March, 2000.

Safety Committee Minutes for March, 2000.

AYES: Dinsmore, Masters, Shkoler
NOES: None
ABSTAIN: None
ABSENT: Stark, Wood

**AGENDA
PREPARATION**

The May Regular Meeting will be held on May 24, 2000.

ADJOURNMENT

The Regular Meeting of the Board of Trustees of the Placentia Library District for April 19, 2000 adjourned at 8:52 P.M.

Robin J. Masters, Secretary

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Cheryl Willauer, Library Assistant
SUBJECT: Friends of Placentia Library Report
DATE: May 24, 2000

The Board of Directors of the Friends of the Library met on Monday, May 1, 2000. Library Trustee Robin Masters, Library Director Elizabeth Minter, Library Assistant Cheryl Willauer, and Public Services Manager Jim Roberts attended the meeting. Children's Librarian Cyrise Smith gave a brief report on the Summer Reading Program.

Treasurer Himes reported the balance on hand is 10,141.15. She issued a check, covering 10% of the April book sales, to the Placentia Library Foundation for \$170.00.

Minter & Roberts reported that the Families for Literacy program will be starting in July and recruitment for half time position will start in mid May. Minter reported the renovation of the History Room is progressing on schedule.

The Friends approved the request to purchase a video display case that will match the CD case. They also approved purchasing book on tapes, the amount to be set at the June meeting.

The Directors elected the officers for the next year. President – will be decided in June. Virginia Walker was nominated, but was not present to accept or decline. Vice President is Jan Schwartzkopf and Secretary is Barbara Hemmerling.

The next Friends Board meeting is scheduled for Monday, June 5, 2000 at 7:00 P.M. Trustee Wood is scheduled to attend as the Library Board representative.

HISTORY ROOM PLACENTIA LIBRARY DISTRICT

411 East Chapman Avenue
Placentia, CA 92870-6198

(714) 528-1925, Ext. 260
May 17, 2000
(714) 528-8236 (Fax)
plalibd@cosmoslink.net

TO: PLACENTIA LIBRARY BOARD OF TRUSTEES

FROM: HISTORY ROOM COMMITTEE - P.Jertberg, M.Schmidt, P.Irot

REPORT OF ACTIVITIES:

We have recently visited the Escondido Public Library History Room facility in connection with our search for a more user-friendly software system. We were more reinforced with our thinking rather than adding to our knowledge. An aspect which has this facility bogged down is the geneology materials which have come with the benefactor's funds. Materials of that sort have not been part of our mission; indeed a quantity of printed geneology text materials have been retrieved, at our request, by the donor, with the hope these materials can be located where they can be more fully utilized.

Regarding our software needs, we have concluded that a meeting with the Library's consultant would be helpful; at that time we could identify our classification system and Elizabeth could articulate the needs of the library to have inventory on the LAN. Since some of our materials are entered into the History Data Base, now in use, we would hope that this inventory could be downloaded into whatever new system works.

Our Building Bridges to Placentia History will meet next Tuesday. Our job will be to develop an Action Plan. We have reported back on the various ideas and now need to see where those ideas take us.

Planning for the city's 75th anniversary is the responsibility of the Cultural Arts Commission in partnership with the Heritage Days Committee and the Historical Committee. Ideas generated by the Building Bridges group will be passed on through the city's representative to this group. It appears that the Cult.Arts Commission will create a master calendar so that various groups within the city can generate their own celebration.

Five or six History's Mysteries for presentation on the Website have been provided to Jim. We continue to seek historical information from various groups in the city to be included.

This letterhead was designed by Pat Jertberg.

...
...
...

(

...
...
...

...
...
...

...
...
...

...
...
...

(

...
...
...

...
...
...

...
...
...

...
...
...

...
...
...

(

PLACENTIA LIBRARY DISTRICT
Summary of Nonstandard Claims
May 24, 2000

TYPE	REPORT NUMBER	AMOUNT
	TOTAL	0.00

Prepared by: Wendy Goodson



PLACENTIA LIBRARY DISTRICT
Summary of Claims Forwarded by the Library Director
May 24, 2000

	DATE	REPORT NUMBER	AMOUNT
DIRECTOR	April 24, 2000	3905	6,119.42
	May 4, 2000	3906	660.57
	April 27, 2000	3907	2,166.35
	May 4, 2000	3908	523.44
	May 11, 2000	3909	10,376.56
	May 18, 2000	3910	1,488.02
		TOTAL	21,334.36

Prepared by : Wendy Goodson

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

pd 4-28-00

DATE 04/24/00
REPORT NO 3905

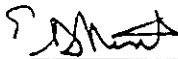
Placentia Library District
11 E. Chapman Ave.
Placentia, CA 92670

THE COUNTY AUDITOR IS AUTHORIZED TO DRAW
HIS CHECK FROM FUND 707

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Obj/ Rev/ BS Acct	Sub Obj/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
N050301 AT&T PO Box 78225 Phoenix AZ 85062-8225	4/5/00 223-1698		0700	00		12.08		
N03645A Blue Shield of California Cash Receiving - File 55331 Los Angeles CA 90074-5331	May 00 VH1181		0300	00		3,407.52		
N03752 Pacific Bell Payment Center Van Nuys CA 91388-0001	4/4/00 524-8408 4/7/00 253-2062		0700	08 01		20.43 382.60		
TOTAL						403.03		
Orange County Fire Authority PO Box 1828 Orange CA 92856-0828	4/12/00 S0017329		1400	00		138.00		
N06573 First American Trust Attn: Vilma Acevedo 421 N. Main Street Santa Ana CA 92702	4/7/00 60-1076-00		1900	00		1,241.29		
Protective Life Attn: Stormy Waldeck 19600 Fairchild Rd Ste 140 Irvine, CA 92612	4/19/00 Life Insurance EDM FY2000		0300	00		785.50		
N06572 SPS Data Communications 1569 Greenwich Rd San Dimas CA 91773	2/9/00 00020008		1300	00		132.00		

The claims listed above (totaling \$6,119.42) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.



PROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 05/04/00
REPORT NO 3906

Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92670

pd 5-15-00

THE COUNTY AUDITOR IS AUTHORIZED TO DRAW
HIS CHECK FROM FUND 707

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
			BS Acct				Doc Number	SC
N03752 Pacific Bell Payment Center Van Nuys CA 91388-0001	4/17/00 528-8236 4/17/00 528-1906		0700	01		28.39		
			0700	00		91.97		
	TOTAL					120.36		
N00230B Fry's Electronics Accounts Receivable 600 E. Brokaw Road San Jose CA 95112-1016	4/27/00 4282007		1800	00		140.00		
N03648B Special "T" Water Systems 11934 Washington Blvd Whittier CA 90606	5/1/00 033454		1800	00		25.00		
N03738B United States Postal Service CMRS-PB PO Box 504766 The Lakes NV 88905-4766	May 2000		1803	00		250.00		
N06557 Care Resources 9550 Warner Ave. Ste 228 Fountain Valley CA 92708	5/1/00 May 2000		1900	00		35.00		
N06671 MD Medical Clinics 1300 N. Kraemer Blvd PO Box 66012 Anaheim CA 92816	4/30/00 00297		1900	00		52.50		
N03656 Pacific Clippings PO Box 11789 Santa Ana CA 92711	4/28/00 Apr 00		1900	00		37.71		

The claims listed above (totaling \$660.57) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

rd 4-27-00

DATE 04/27/00
REPORT NO 3907

Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92670

THE COUNTY AUDITOR IS AUTHORIZED TO DRAW
HIS CHECK FROM FUND 707

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
N19932 Ameritas Life Insurance 5900 O Street PO Box 81889 Lincoln NE 68501-1889	4/17/00 010-19000-05435		0300	00		522.90		
N06556A C N A Group Benefits 75 Remittance Ste 1641 Chicago IL 60675-1641	5/1/00 0000005182		0300	00		183.75		
N03646 Vision Service Plan PO Box 45210 San Francisco CA 94145-5210	4/24/00 12 099603 0001 0001		0300	00		213.99		
N05030I AT&T PO Box 78225 Phoenix AZ 85062-8225	4/16/00 528-8236		0700	00		97.10		
N06569 Demco PO Box 8048 Madison WI 53708-8048	4/18/00 830129 4/21/00 832967		1800	00		319.12		
	TOTAL					351.47		
N21533 Kelly Paper 1441 E. 16th Street Los Angeles CA 90021	4/18/00 143530		1800	00		82.43		
N01074 Southern California Gas PO Box C Monterey Park CA 91756	4/25/00 053 911 8800 9		2800	00		420.65		
N03659F Southern California Water 500 Cameron St Placentia CA 92870	4/21/00 312083-9		2800	00		294.06		

The claims listed above (totaling \$2,166.35) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

[Signature]

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 05/04/00
REPORT NO 3908

pd 5-15-06

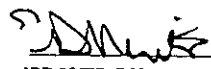
Placentia Library District
111 E. Chapman Ave.
Placentia, CA 92670

THE COUNTY AUDITOR IS AUTHORIZED TO DRAW
HIS CHECK FROM FUND 707

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
N06965 Paychex 200 E. Sandpointe Suite 100 PO Box 25159 Santa Ana CA 92799-5159	4/27/00 20000427		1900	00		196.60		
N06686D Office Depot Dept 56-6183976509 PO box 30292 Salt Lake City UT 84130-0292	4/21/00 6011 5661 8397 6509		1800	00		326.84		

The claims listed above (totaling \$523.44) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.


APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92670

THE COUNTY AUDITOR IS AUTHORIZED TO DRAW
HIS CHECK FROM FUND 707

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
Gateway Freight Attn: Walter Klei 9530 Craycroft Ave Chatsworth CA 91311	4/19/00 PO 6117		4000	00		10,376.56		

The claims listed above (totaling \$10,376.56) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

[Signature]
APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 05/18/00
REPORT NO 3910

Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92670

THE COUNTY AUDITOR IS AUTHORIZED TO DRAW
HIS CHECK FROM FUND 707

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
N050301 AT&T PO Box 78225 Phoenix AZ 85062-8225	5/3/00 223-1698 5/1/00 524-8408		0700	00		14.77		
	TOTAL		0700	08		20.34		
						35.11		
N03752 Pacific Bell Payment Center Van Nuys CA 91388-0001	5/2/00 223-1698 5/4/00 524-8408		0700	02		254.64		
	TOTAL		0700	02		21.40		
						276.04		
N06903 Advanced Office Services 1430 Village Way Santa Ana CA 92705	5/10/00 232873		1300	00		73.85		
N06785 Hector Vargas Cleaning Service 318 Capistrano St Placentia CA 92870	5/7/00 096841		1400	00		950.00		
N13034A Omnigrafix Printing 1744 W. Katella Ave Suite 9 Orange CA 92867	5/3/00 A34012		1800	00		153.02		

The claims listed above (totaling \$1,488.02) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY _____

COUNTERSIGNED BY _____

ATTESTED AND/OR COUNTERSIGNED BY _____

Page Total

1,488.02



PLACENTIA LIBRARY DISTRICT
Current Claims and Payroll
May 24, 2000

TYPE	REPORT NUMBER	AMOUNT
Regular	3914	6,493.06
	3915	764.96
	3916	5,360.82
	3917	5,750.50
	3918	1,490.14
	3919	3,385.12
	3920	1,910.55
	3921	526.48
Subtotal for Regular		25,681.63
Payroll	3911	19,603.00
	3912	19,603.00
	3913	21,520.00
Subtotal for Payroll		60,726.00
TOTAL CURRENT CLAIMS		86,407.63

Prepared by: Wendy Goodson

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 05/24/00
REPORT NO 3911

Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92670

THE COUNTY AUDITOR IS AUTHORIZED TO DRAW
HIS CHECK FROM FUND 707

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
BANK OF AMERICA Placentia Branch 760 for the Placentia Library Account # 07605-80156 Route #12100358	May 24, 2000 Pay period #11 May 19, 2000 June 1, 2000		0100	00		18,230.00		
	FICA		0200	00		1,373.00		
PLEASE WIRE ON THURSDAY, JUNE 1, 2000								

The claims listed above (totaling \$19,603.00) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY _____

COUNTERSIGNED BY _____

ATTESTED AND/OR COUNTERSIGNED BY _____

Page Total

19,603.00

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 05/24/00
REPORT NO 3912

Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92670

THE COUNTY AUDITOR IS AUTHORIZED TO DRAW
HIS CHECK FROM FUND 707

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
BANK OF AMERICA Placentia Branch 760 for the Placentia Library Account # 07605-80156 Route #12100358	May 24, 2000 Pay period #12 June 2, 2000 June 15, 2000		0100	00		18,230.00		
	FICA		0200	00		1,373.00		
PLEASE WIRE ON THURSDAY, JUNE 15, 2000								

The claims listed above (totaling \$19,603.00) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY _____

COUNTERSIGNED BY _____

ATTESTED AND/OR COUNTERSIGNED BY _____

Page Total

19,603.00

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 05/24/00
REPORT NO 3913

Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92670

THE COUNTY AUDITOR IS AUTHORIZED TO DRAW
HIS CHECK FROM FUND 707

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
BANK OF AMERICA Placentia Branch 760 for the Placentia Library Account # 07605-80156 Route #12100358	May 24, 2000 Pay period #13 June 16, 2000 June 29, 2000		0100	00		20,014.00		
	FICA		0200	00		1,506.00		
PLEASE WIRE ON THURSDAY, JUNE 29, 2000								

The claims listed above (totaling \$21,520.00) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY _____

COUNTERSIGNED BY _____

ATTESTED AND/OR COUNTERSIGNED BY _____

Page Total

21,520.00

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 05/24/00
REPORT NO 3914

Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92670

THE COUNTY AUDITOR IS AUTHORIZED TO DRAW
HIS CHECK FROM FUND 707

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
			BS Acct				Doc Number	SC
N15508 Cosmoslink 3030 Saturn St Ste 204 Brea CA 92821	5/8/00		0700	02		15.00		
	200005-101							
	5/8/00		0700	02		19.95		
200005-63								
TOTAL						34.95		
N01035 City of Placentia 401 East Chapman Ave Placentia CA 92870	4/26/00		2800	00		2,272.12		
	53690		1400	00		2,444.00		
			1800	00		55.27		
TOTAL						4,771.39		
N03660A Elizabeth Minter c/o Placentia Library District 411 E. Chapman Ave. Placentia CA 92870	4/17/00-5/17/00		0900	08		42.24		
	Petty Cash Check		1000	00		70.11		
	Reimbursement		1600	00		32.32		
			1800	00		21.85		
			1800	08		16.82		
			1803	00		36.13		
			1803	08		9.15		
			2700	01		558.00		
			2700	08		100.00		
TOTAL						886.62		
N19776 Donna Bass 500 Vanderbilt Dr Placentia CA 92870	April 00		1900	00		200.00	02	
	Wednesdays							
	April 00		1900	00		315.00	02	
Wed - Thurs								
TOTAL						515.00		
N23030 Linda Baesler 150 Anned Dr. Placentia CA 92870	April 00 Musictime		1900	00		180.00		
N19647 Unique Management Services 515 Michigan Ave Jeffersonville IN 47130	5/1/00 5090		1900	00		105.10		

The claims listed above (totaling \$6,493.06) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY _____

COUNTERSIGNED BY _____

ATTESTED AND/OR COUNTERSIGNED BY _____

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 05/24/00
REPORT NO 3915

Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92670

THE COUNTY AUDITOR IS AUTHORIZED TO DRAW
HIS CHECK FROM FUND 707

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
N10223 Watson Label Products 3684 Forest Park Blvd St Louis MO 63108	4/27/00 00-47562		1800	00		531.84		
N09220A James Roberts Placentia Library District 411 E. Chapman Ave Placentia CA 92870	Apr/May 00 Travel Reimb		2700	01		128.05		
N15075 Cyrise Smith Placentia Library District 411 E. Chapman Ave. Placentia CA 92870	May 00 Travel Reimb		2700	01		21.45		
N20858 Wendy Goodson Placentia Library District 411 E. Chapman Ave Placentia CA 92870	Apr - May 00 Travel Reimb		2700	01		46.81		
N03660A Elizabeth Minter c/o Placentia Library District 411 E. Chapman Ave. Placentia CA 92870	May 00 Petty Cash Reimbursement		1800 1803	00 00		34.78 2.03		
	TOTAL					36.81		

The claims listed above (totaling \$764.96) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY _____

COUNTERSIGNED BY _____

ATTESTED AND/OR COUNTERSIGNED BY _____

Page Total

764.96

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 05/24/00
REPORT NO 3916

Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92670

THE COUNTY AUDITOR IS AUTHORIZED TO DRAW
HIS CHECK FROM FUND 707

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
N03845A Marshall Cavendish 99 White Plains Road PO Box 200 Tarrytown NY 10591-9001	3/10/00 R497726 4/3/00 R500759		2400	01		25.54 153.25		
TOTAL						178.79		
Thomas Beeler Publishing PO Box 659 Hampton Falls NH 03844-0659	4/26/00 22081 4/12/00 21722		2400	01		116.67 159.51		
TOTAL						276.18		
N06579 The Gale Group PO Box 95501 Chicago IL 60694-5501	5/4/00 9852828		2400	01		2,234.90		
N06945A Dun & Bradstreet Business Reference Solutions PO Box 75918 Chicago IL 60675-5918	12/1/99 0156044-00		2400	03		1,191.98		
Grey House Publishing 8 Holley Street Lakeville CT 06039	1/27/00 190079		2400	01		205.00		
N22267 AEC One Stop 4250 Coral Ridge Dr Coral Springs FL 33065	4/4/00 PJB03504617		2400	05		297.33		
N06902 New Readers Press PO Box 888 Syracuse NY 13210-0888	4/27/00 2276120		2400	08		976.64		

The claims listed above (totaling \$5,360.82) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

Page Total

5,360.82

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 05/24/00
REPORT NO 3917

Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92670

THE COUNTY AUDITOR IS AUTHORIZED TO DRAW
HIS CHECK FROM FUND 707

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only			
			BS Acct				Doc Number	SC		
N06771 H.W. Wilson 950 University Ave Bronx NY 10452-4297	4/10/00		2400	01		194.98				
	52962369									
	4/27/00		2400	01		160.24				
53067347										
TOTAL						355.22				
N14997 Bernan 4611-F Assembly Drive Lanham MD 20706-4391	2/22/00		2400	01		40.00				
	2039407									
	4/19/00		2400	01		37.00				
	2050945									
	5/4/00		2400	01		72.60				
2054738										
TOTAL						149.60				
N03658 Groller Educational PO Box 71049 Chicago IL 60694-1049	4/24/00		2400	01		522.04				
	2356983/3									
	4/20/00		2400	01		256.47				
	2356983/2									
5/9/00		2400	01		143.55					
2386085/.										
TOTAL						922.06				
N03832 Books on Tape PO Box 7900 Newport Beach CA 92658	5/9/00		2400	05		2,051.56				
	3964874P									
N22268 Midwest Tape PO Box 820 Holland OH 43528	4/13/00		2400	05		89.93				
	238928									
	4/20/00		2400	05		47.98				
	240320									
	4/20/00		2400	05		392.84				
	240321									
	4/28/00		2400	05		1,235.42				
	241965									
5/4/00		2400	05		505.89					
243900										
TOTAL						2,272.06				

The claims listed above (totaling \$5,750.50) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY _____

COUNTERSIGNED BY _____

ATTESTED AND/OR COUNTERSIGNED BY _____

Page Total

5,750.50

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 05/24/00
REPORT NO 3918

Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92670

THE COUNTY AUDITOR IS AUTHORIZED TO DRAW
HIS CHECK FROM FUND 707

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
			BS Acct				Doc Number	SC
N03842A Ingram PO Box 502779 St Louis MO 63150-2779	4/7/00		2400	01		16.26		
	28522845							
	4/13/00		2400	01		84.76		
	28673771							
	4/7/00		2400	01		34.73		
	28522846							
	4/13/00		2400	01		20.86		
	28673772							
	4/13/00		2400	01		16.00		
	28671340							
	4/13/00		2400	01		241.66		
	28671339							
	5/2/00		2400	01		278.96		
	29099542							
	4/18/00		2400	01		229.15		
	28745327							
	5/9/00		2400	01		30.21		
	29307295							
	5/9/00		2400	01		152.29		
	29307294							
5/9/00		2400	01		240.98			
29311406								
4/28/00		2400	01		35.38			
29039449								
4/28/00		2400	01		91.60			
29039452								
4/28/00		2400	01		17.30			
29039450								

The claims listed above (totaling \$1,490.14) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

Page Total

1,490.14

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 05/24/00
REPORT NO 3919

Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92670

THE COUNTY AUDITOR IS AUTHORIZED TO DRAW
HIS CHECK FROM FUND 707

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
			BS Acct				Doc Number	SC
N03833 Brodart PO box 3488 Williamsport PA 17705	4/27/00		0700	02		215.50		
	A31697							
	3/24/00		2400	01		22.96		
	U436709							
	5/2/00		2400	01		17.09		
	U520026							
	5/2/00		2400	01		17.73		
	U520027							
	5/2/00		2400	01		12.21		
	U520028							
	5/2/00		2400	01		11.37		
	U520029							
	5/2/00		2400	01		42.36		
	U520030							
	5/2/00		2400	01		679.39		
	U520020							
	5/2/00		2400	01		521.70		
	U520021							
	4/25/00		2400	01		73.92		
	U506697							
	4/25/00		2400	01		19.58		
	U506698							
	4/25/00		2400	01		18.11		
	U506699							
	4/26/00		2400	01		25.63		
	U5069373							
	4/26/00		2400	01		18.97		
	U509374							
4/26/00		2400	01		21.37			
U509375								
5/2/00		2400	01		556.97			
U520022								
5/2/00		2400	01		623.43			
U520023								
5/2/00		2400	01		69.75			
U520024								
5/2/00		2400	01		386.54			
U520025								
4/17/00		2400	01		30.54			
U490171								
						3,385.12		

The claims listed above (totaling \$3,385.12) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY _____

COUNTERSIGNED BY _____

ATTESTED AND/OR COUNTERSIGNED BY _____

Page Total

3,385.12

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 05/24/00
REPORT NO 3920

Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92670

THE COUNTY AUDITOR IS AUTHORIZED TO DRAW
HIS CHECK FROM FUND 707

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
N03833 Brodart PO Box 3488 Williamsport PA 17705	4/17/00		2400	01		19.96		
	U490172							
	4/17/00		2400	01		44.19		
	U490173							
	4/17/00		2400	01		141.68		
	U490174							
	4/7/00		2400	01		13.27		
	U468187							
	4/7/00		2400	01		19.96		
	U468188							
	4/7/00		2400	01		19.96		
	U468190							
	2/23/00		2400	01		89.88		
	U372425							
	2/23/00		2400	01		17.12		
	U372421							
	3/28/00		2400	01		41.40		
	U443572							
	3/31/00		2400	01		13.43		
	U451651							
	3/31/00		2400	01		196.08		
	U451650							
	3/31/00		2400	01		28.17		
	U451649							
	3/31/00		2400	01		55.28		
	U451648							
	3/31/00		2400	01		44.01		
	U451647							
	3/28/00		2400	01		339.23		
	U443577							
3/28/00		2400	01		44.03			
U443576								
3/28/00		2400	01		708.85			
U443575								
3/28/00		2400	01		19.09			
U443573								
3/28/00		2400	01		20.16			
U443571								
3/22/00		2400	01		34.80			
U431658								
TOTAL						1,910.55		

The claims listed above (totaling \$1,910.55) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 05/24/00
REPORT NO 3921

Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92670

THE COUNTY AUDITOR IS AUTHORIZED TO DRAW
HIS CHECK FROM FUND 707

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
N03833 Brodart PO Box 3488 Williamsport PA 17705	3/22/00 U431665		2400	01		104.68		
	3/22/00 U431663		2400	01		141.42		
	3/22/00 U431664		2400	01		22.57		
	3/23/00 U433854		2400	01		24.23		
	3/22/00 U431659		2400	01		20.51		
	3/22/00 U431660		2400	01		13.40		
	3/22/00 U431661		2400	01		199.67		

The claims listed above (totaling \$526.48) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY _____

COUNTERSIGNED BY _____

ATTESTED AND/OR COUNTERSIGNED BY _____

Page Total

526.48

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *edm*
SUBJECT: Cash Flow Analysis
DATE: May 24, 2000

BACKGROUND:

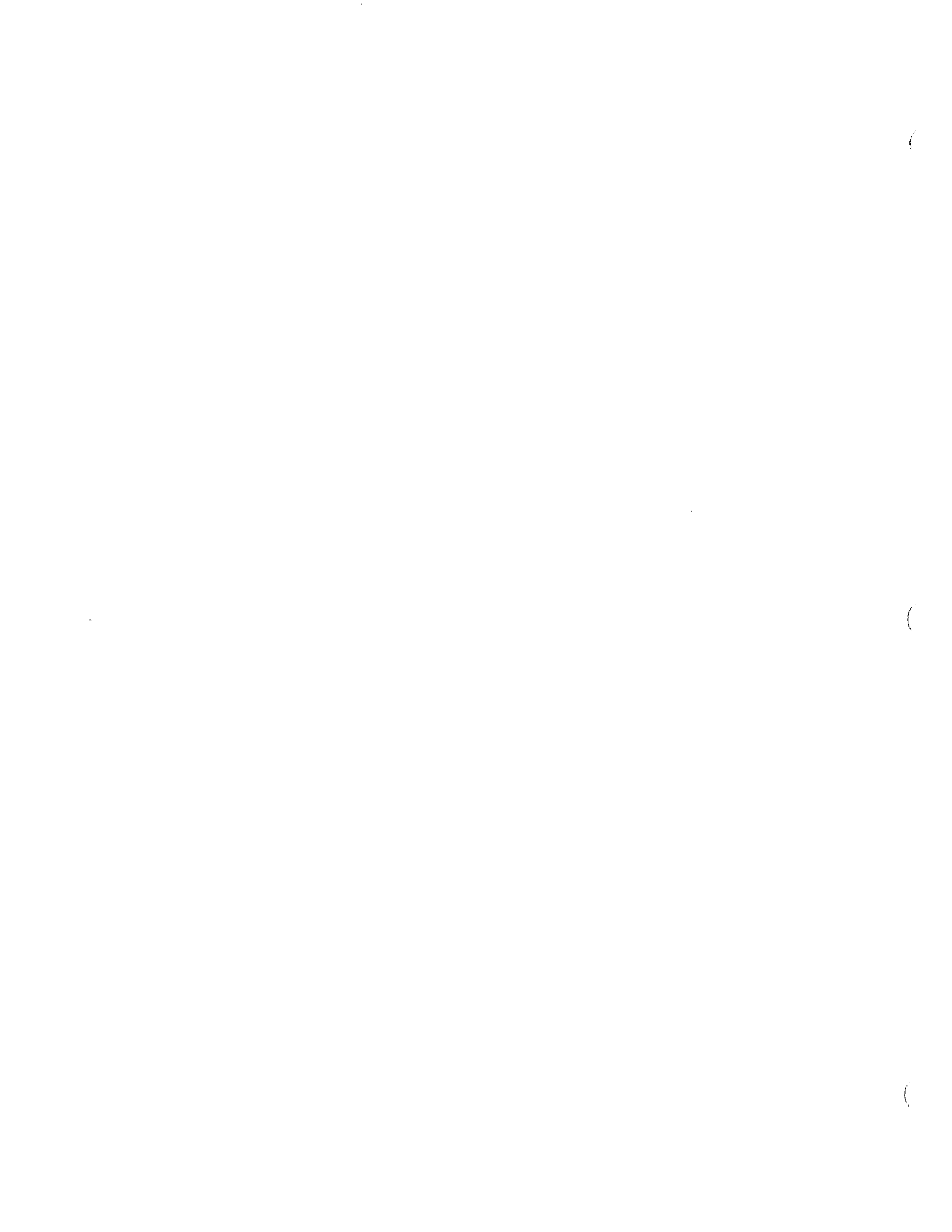
The Cash Flow Analysis for the General Fund for Fiscal Year 1999-2000 is Attachment A.

The Property Tax Apportionment Schedule for Fiscal Year 1999-2000 is Attachment B. The tax revenues anticipated before the next Library Board Meeting are highlighted in bold type.

I am recommending that no funds be transferred at this time.

RECOMMENDATION:

Receive & File the Cash Flow Analysis for Fiscal Year 1999-2000 through May 24, 2000



Placentia Library District
 FY1999-2000 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
07/01/99		Beginning Balance			164,804.90
06/16/99	3762	General		19,320.51	145,484.39
06/16/99	3770	Payroll to wire Jul 1, 1999		21,380.00	124,104.39
06/16/99	3771	Payroll to wire Jul 15, 1999		21,380.00	102,724.39
06/16/99	3772	Payroll to wire Jul 29, 1999		21,380.00	81,344.39
06/24/99	3775	General by Library Director		1,537.98	79,806.41
07/01/99	3773	General by Library Director		4,674.50	75,131.91
07/01/99	3774	General by Library Director		1,742.82	73,389.09
07/06/99		Library Passport Revenue, June	2,846.55		76,235.64
07/06/99		State 321 Grant	1,988.16		78,223.80
07/06/99		Library Revenue, June	1,730.61		79,954.41
07/06/99		State Interlibrary Loan	875.00		80,829.41
07/09/99		Reverse Interest for 5/99	(1,752.84)	(42.97)	79,119.54
07/14/99		Calamity Apportionment	8.77		79,128.31
07/15/99		Secured Final FY98-99	8,812.21	22.03	87,918.49
07/15/99	3776	General by Library Director		903.29	87,015.20
07/15/99	3777	General by Library Director		1,571.86	85,443.34
07/19/99		Supplemental Final FY98-99	1,016.47		86,459.81
07/19/99		Reverse Interest for 6/99	(858.09)	(21.44)	85,623.16
07/21/99		Teeter Secured Current Delinquent	11,120.83	28.55	96,715.44
07/21/99		Supplemental Secured FY98-99	719.86		97,435.30
07/21/99	3778	Payroll to wire August 12, 1999		21,380.00	76,055.30
07/21/99	3779	Payroll to wire August 26, 1999		21,380.00	54,675.30
07/21/99	3780	General		2,012.70	52,662.60
07/21/99	3781	General		18,027.99	34,634.61
07/21/99	3782	General		1,336.99	33,297.62
07/22/99		Supplemental Prior Year Penalties	249.47		33,547.09
07/26/99		Library Passport Revenue, July	1,865.05		35,412.14
07/26/99		Library Revenue, July	1,228.39		36,640.53
07/27/99		Supplemental 1st	1.90		36,642.43
07/29/99	3783	General by Library Director		5,131.90	31,510.53
07/29/99	3784	General by Library Director		5,260.80	26,249.73
08/11/99		Library Passport Revenue, Jul	1,525.25		27,774.98
08/11/99		Library Revenue, Jul	703.39		28,478.37
08/12/99		Interest for 5/99	1,752.84	42.97	30,188.24
08/12/99	3785	General by Library Director		872.56	29,315.68
08/18/99	3786	Payroll to wire September 9, 1999		21,413.00	7,902.68
08/18/99	3787	Payroll to wire September 23, 1999		21,413.00	(13,510.32)
08/18/99	3788	General		35,900.00	(49,410.32)
08/18/99	3789	General		7,763.64	(57,173.96)
08/18/99	3790	General		3,040.44	(60,214.40)
08/18/99	3791	General		752.23	(60,966.63)
08/18/99	3792	General		2,467.17	(63,433.80)
08/18/99	3793	General		1,900.18	(65,333.98)
08/18/99	3794	General		1,380.03	(66,714.01)
08/18/99	3795	General		5,473.83	(72,187.84)
08/19/99		Supplemental 1st Actual	1,036.38		(71,151.46)
08/23/99		Library Revenue, Aug	838.05		(70,313.41)
08/23/99		Library Passport Revenue, Aug	829.00		(69,484.41)
08/26/99		Transfer from Fund 706	90,000.00		20,515.59
08/26/99	3796	General by Library Director		9,814.88	10,700.71
08/26/99	3797	General by Library Director		1,761.27	8,939.44
09/08/99		Library Passport Revenue, Aug	1,501.50		10,440.94
09/08/99		Library Revenue, Aug	713.14		11,154.08

Placentia Library District
FY1999-2000 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
09/09/99	3798	General by Library Director		1,333.65	9,820.43
09/09/99	3799	General by Library Director		373.03	9,447.40
09/15/99	3800	Payroll to wire October 7, 1999		21,413.00	(11,965.60)
09/15/99	3801	Payroll to wire October, 21, 1999		21,413.00	(33,378.60)
09/15/99	3802	Payroll to wire November 4, 1999		21,413.00	(54,791.60)
09/15/99	3803	General		18,774.34	(73,565.94)
09/15/99	3804	General		3,305.83	(76,871.77)
09/15/99	3805	General		1,164.20	(78,035.97)
09/15/99	3806	General		203.00	(78,238.97)
09/17/99		Interest for 6/99	858.09	21.44	(77,402.32)
09/23/99		Unsecured 1st Actual	40,853.61	102.14	(36,650.85)
09/23/99		Supplemental 2nd Actual	3,365.58		(33,285.27)
09/23/99	3807	General by Library Director		4,442.26	(37,727.53)
09/23/99	3808	General by Library Director		1,985.47	(39,713.00)
09/27/99		Canceled check	79.68		(39,633.32)
09/28/99		Transfer from Fund 702	80,000.00		40,366.68
09/28/99		Transfer from Fund 706	10,000.00		50,366.68
09/28/99		State Interlibrary Loan	2,010.96		52,377.64
09/28/99		Library Passport Revenue, Sep	1,830.50		54,208.14
09/28/99		Library Revenue, Sep	1,290.00		55,498.14
09/30/99	3809	General by Library Director		5,327.27	50,170.87
09/30/99	3810	General by Library Director		654.53	49,516.34
10/12/99		State Library Young Adult Grant	10,000.00		59,516.34
10/12/99		Library Passport Revenue, Sep	956.75		60,473.09
10/12/99		Library Revenue, Sep	781.00		61,254.09
10/14/99	3811	General by Library Director		2,211.64	59,042.45
10/14/99	3812	General by Library Director		1,779.14	57,263.31
10/20/99		Interest for 7/99	603.63	14.50	57,852.44
10/20/99	3813	Payroll to wire November 18, 1999		21,520.00	36,332.44
10/20/99	3814	Payroll to wire December 2, 1999		21,520.00	14,812.44
10/20/99	3815	General		8,632.63	6,179.81
10/20/99	3816	General		996.30	5,183.51
10/20/99	3817	General		1,448.09	3,735.42
10/20/99	3818	General		409.33	3,326.09
10/20/99	3819	General		1,425.69	1,900.40
10/20/99	3820	General		5,301.69	(3,401.29)
10/20/99	3821	General		3,620.26	(7,021.55)
10/20/99	3822	General		913.29	(7,934.84)
10/21/99		Supplemental 3rd Actual	1,168.36		(6,766.48)
10/25/99		Gates Computer Equipment Grant	15,763.00		8,996.52
10/25/99		Library Passport Revenue, Oct	1,430.30		10,426.82
10/25/99		Library Revenue, Oct	782.30		11,209.12
10/26/99	3823	General by Library Director		4,512.65	6,696.47
11/04/99	3824	General by Library Director		908.38	5,788.09
11/04/99	3825	General by Library Director		281.91	5,506.18
11/08/99		Library Passport Revenue, Oct	1,620.75		7,126.93
11/08/99		Library Revenue, Oct	1,327.65		8,454.58
11/08/99		State Interlibrary Loan	897.18		9,351.76
11/09/99	3826	General by Library Director		3,076.54	6,275.22
11/17/99	3827	Payroll to wire December 16, 1999		21,520.00	(15,244.78)
11/17/99	3828	Payroll to wire December 30, 1999		21,520.00	(36,764.78)

Placentia Library District
FY1999-2000 General Fund Cash Flow

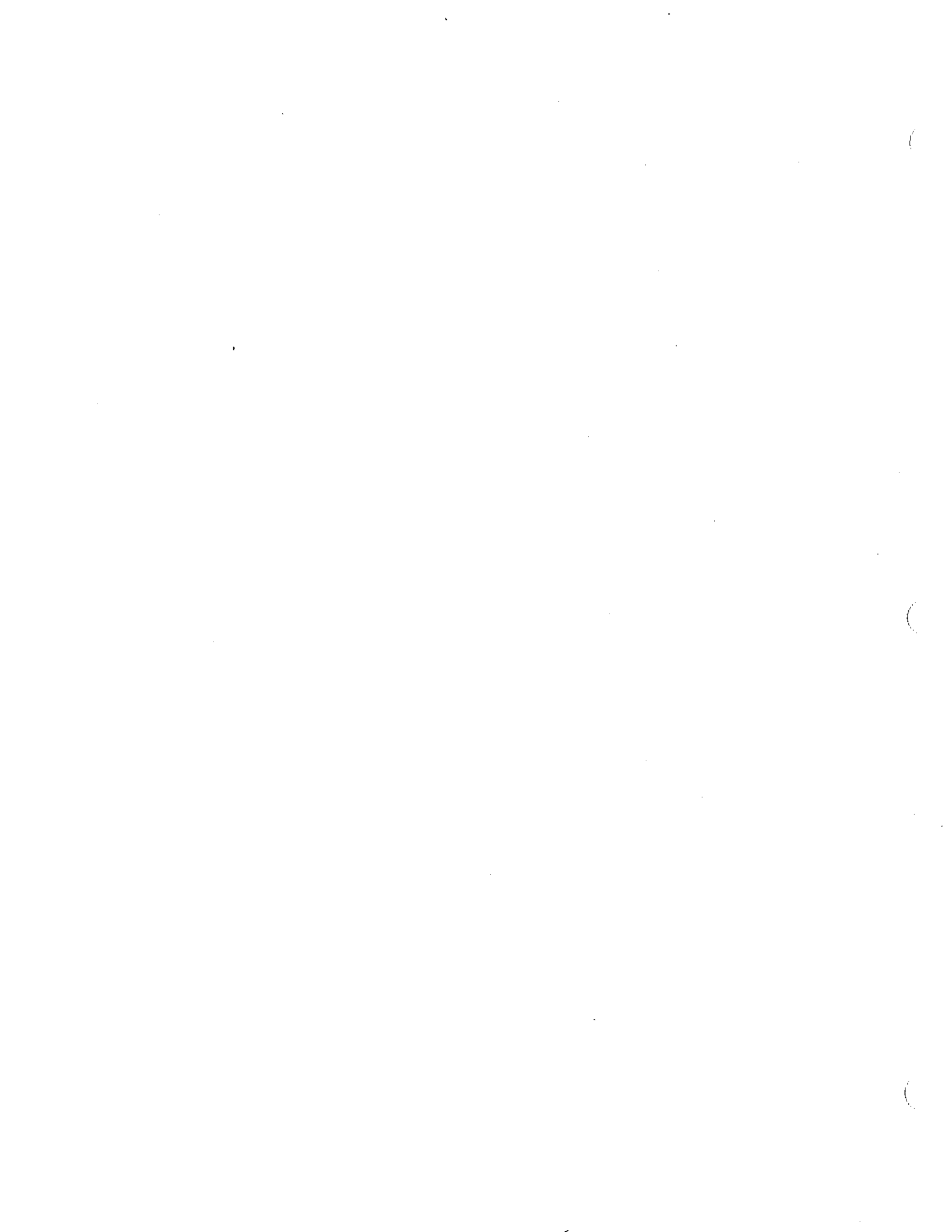
DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
11/17/99	3829	General, Please Pay Immediately		1,927.24	(38,692.02)
11/17/99	3830	General		10,457.88	(49,149.90)
11/17/99	3831	General		1,363.80	(50,513.70)
11/17/99	3832	General		11,138.77	(61,652.47)
11/17/99	3833	General		1,027.57	(62,680.04)
11/17/99	3834	General		140.66	(62,820.70)
11/17/99	3835	General		2,080.75	(64,901.45)
11/17/99	3836	General		1,579.51	(66,480.96)
11/18/99		Supplemental 4th Actual	105.75		(66,375.21)
11/19/99		Library Revenue, Nov	1,103.04		(65,272.17)
11/19/99		Library Passport Revenue, Nov	998.75		(64,273.42)
11/24/99	3837	General by Library Director		5,365.38	(69,638.80)
11/29/99		Secured 1st Actual	97,819.34	244.55	27,935.99
11/29/99		Interest for 8/99	417.81	9.85	28,343.95
12/07/99	3838	General by Library Director		1,960.05	26,383.90
12/07/99	3839	General by Library Director		648.75	25,735.15
12/09/99		Secured 2nd	80,792.23	201.98	106,325.40
12/09/99		Homeowners Subvention 1st	2,433.53		108,758.93
12/15/99	3842	General	29,280.45	33,954.78	104,084.60
12/15/99	3840	General		10,086.79	93,997.81
12/15/99	3841	General		2,365.81	91,632.00
12/15/99	3843	General		4,790.25	86,841.75
12/15/99	3844	General		3,651.29	83,190.46
12/15/99	3845	General		1,105.89	82,084.57
12/15/99	3846	General		733.41	81,351.16
12/15/99	3847	Payroll to wire January 27, 2000		21,520.00	59,831.16
12/15/99	3848	Payroll to wire January 13, 2001		21,520.00	38,311.16
12/16/99		Secured 3rd	206,797.13	516.99	244,591.30
12/20/99		Supplemental 5th Actual	5,781.19		250,372.49
12/22/99		Secured 1st, 2nd & 3rd Actual (OCA Correction)	385,408.70	385,408.70	250,372.49
12/22/99		Unsecured 1st Actual (OCA Correction)	40,853.61	40,863.61	250,362.49
12/23/99	3849	General by Library Director		6,986.48	243,376.01
12/23/99	3850	General by Library Director		314.75	243,061.26
12/28/99		State Library Project Grant	6,669.35		249,730.61
12/28/99		Accounts Receivable Posting - Interest	2,842.27		252,572.88
12/28/99		Library Passport Revenue, Dec	2,132.00		254,704.88
12/28/99		Library Revenue, Dec	1,982.55		256,687.43
01/05/00	3851	General by Library Director		1,189.48	255,497.95
01/05/00	3852	General by Library Director		1,331.25	254,166.70
01/07/00		Interest for 9/99	402.84	9.42	254,560.12
01/10/00		Homeowners Subvention 2nd	5,678.24		260,238.36
01/13/00		State Interlibrary Loan	2,266.32		262,504.68
01/13/00		Library Passport Revenue, Jan	1,998.25		264,502.93
01/13/00		Library Revenue, Jan	1,672.75		266,175.68
01/13/00	3854	General by Library Director		1,681.08	264,494.60
01/19/00	3853	General		29,280.45	235,214.15
01/19/00	3855	General		13,013.48	222,200.67
01/19/00	3856	General		4,018.40	218,182.27
01/19/00	3857	General		709.16	217,473.11
01/19/00	3858	Payroll to wire February 10, 2000		21,520.00	195,953.11
01/19/00	3859	Payroll to wire February 24, 2000		21,520.00	174,433.11
01/20/00		Supplemental 6th Actual	7,909.71		182,342.82

Placentia Library District
FY1999-2000 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
01/20/00		Unsecured 2nd Actual	7,741.30	19.35	190,064.77
01/24/00		Secured 4th	98,657.59	246.64	288,475.72
01/24/00	3860	General by Library Director		2,735.20	285,740.52
01/25/00		Interest for 10/99	556.91	12.57	286,284.86
02/01/00	3861	General by Library Director		14,542.85	271,742.01
02/03/00	3862	General by Library Director		1,161.80	270,580.21
02/03/00	3863	General by Library Director		1,735.86	268,844.35
02/07/00		ERAF Fiscal Relief	18,180.32		287,024.67
02/07/00		Public Utility #1	13,222.58	33.06	300,214.19
02/10/00	3864	General by Library Director		2,108.41	298,105.78
02/10/00	3865	General by Library Director		1,940.17	296,165.61
02/11/00		Interest for 11/99	337.28	7.47	296,495.42
02/16/00		Supplemental 7th Actual	1,196.79		297,692.21
02/17/00	3866	Payroll to wire March 9, 2000		21,520.00	276,172.21
02/17/00	3867	Payroll to wire March 23, 2000		21,520.00	254,652.21
02/17/00	3868	General		5,880.97	248,771.24
02/17/00	3869	General		3,359.65	245,411.59
02/17/00	3870	General		3,128.09	242,283.50
02/17/00	3871	General		932.52	241,350.98
02/17/00	3872	General		21,456.98	219,894.00
02/24/00		California Literacy Campaign Grant	10,390.00		230,284.00
02/24/00		SDAF Apportionment #1	8,120.00		238,404.00
02/24/00		Library Passport Revenue, Feb	5,987.30		244,391.30
02/24/00		Library Revenue, Feb	3,260.44		247,651.74
02/24/00	3873	General by Library Director		10,629.95	237,021.79
02/24/00	3874	General by Library Director		5,257.65	231,764.14
02/25/00		OCIP Bankruptcy Recovery	82,399.33		314,163.47
02/25/00		Library Passport Revenue, Feb	854.75		315,018.22
02/25/00		Library Revenue, Feb	521.92		315,540.14
02/28/00	3875	PPI by Library Trustees		35,900.00	279,640.14
02/29/00		Final Distribution to B-12's	2,899.03		282,539.17
03/02/00	3876	General by Library Director		2,081.16	280,458.01
03/02/00	3877	General by Library Director		1,288.72	279,169.29
03/02/00	3878	General by Library Director		623.77	278,545.52
03/09/00	3879	General by Library Director		1,411.84	277,133.68
03/16/00	3880	Payroll to wire April 6, 2000		22,520.00	254,613.68
03/16/00	3881	Payroll to wire April 20, 2000		22,520.00	232,093.68
03/16/00	3882	Payroll to wire April 6, 2000		7,023.02	225,070.66
03/16/00	3883	Payroll to wire April 20, 2000		3,329.25	221,741.41
03/16/00	3884	General		7,124.25	214,617.16
03/16/00	3885	General		599.60	214,017.56
03/16/00	3886	General by Library Director		1,491.65	212,525.91
03/16/00	3887	General by Library Director		265.19	212,260.72
03/20/00		State Public Library Foundation Funds	88,450.00		300,710.72
03/20/00		Library Passport Revenue, Mar	4,760.95		305,471.67
03/20/00		321 Grant final payment	4,014.92		309,486.59
03/20/00		Library Revenue, Mar	2,343.09		311,829.68
03/20/00		State Interlibrary Loan	1,744.20		313,573.88
03/20/00		Supplemental 8th Actual	991.20		314,565.08
03/22/00		Interest for 12/99	1,255.22	26.74	315,793.56
03/23/00		Secured 5th	56,355.87	140.89	372,008.54
03/23/00	3888	General by Library Director		4,059.02	367,949.52
03/30/00	3889	General by Library Director		1,330.18	366,619.34
03/30/00	3890	General by Library Director		401.69	366,217.65
04/06/00	3891	General by Library Director		513.64	365,704.01
04/13/00	3892	General by Library Director		1,809.68	363,894.33
04/13/00	3893	General by Library Director		348.41	363,545.92

Placentia Library District
FY1999-2000 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
04/19/00	3894	Payroll to wire May 4, 2000		21,520.00	342,025.92
04/19/00	3895	Payroll to wire May 18, 2000		21,520.00	320,505.92
04/19/00	3896	General, PPI		8,487.75	312,018.17
04/19/00	3897	General		46,667.21	265,350.96
04/19/00	3898	General		2,968.85	262,382.11
04/19/00	3899	General		4,993.14	257,388.97
04/19/00	3900	General		1,431.57	255,957.40
04/19/00	3901	General		296.55	255,660.85
04/19/00	3902	General		4,636.37	251,024.48
04/19/00	3903	General		1,624.58	249,399.90
04/19/00	3904	General PPI		2,597.00	246,802.90
04/24/00		Bankruptcy settlement distribution to Fund 702	(45,585.25)		201,217.65
04/24/00		Bankruptcy settlement distribution to Fund 703			201,217.65
04/24/00		Bankruptcy settlement distribution to Fund 706			201,217.65
04/24/00		Bankruptcy settlement distribution to Fund 708			201,217.65
04/19/00		Transfer to Fund 702		80,000.00	121,217.65
04/19/00		Transfer to Fund 706		100,000.00	21,217.65
04/19/00		Secured 6th	193,193.61	482.98	213,928.28
04/19/00		Supplemental 9th Actual	4,470.27		218,398.55
04/19/00		Interest for 1/00	1,471.66	30.84	219,839.37
04/28/00		Interest for 2/00	1,795.40	37.38	221,597.39
04/07/00		Library Passport Revenue, Mar	3,268.00		224,865.39
04/07/00		Library Revenue, Mar	1,277.30		226,142.69
04/24/00		Library Passport Revenue, Apr	2,711.00		228,853.69
04/24/00		Library Revenue, Apr	1,700.28		230,553.97
04/24/00	3905	General by Library Director		6,119.42	224,434.55
05/04/00	3906	General by Library Director		660.57	223,773.98
04/27/00	3907	General by Library Director		2,166.35	221,607.63
05/04/00	3908	General by Library Director		523.44	221,084.19
05/11/00	3909	PPI by Library Director		10,376.56	210,707.63
05/18/00	3910	General by Library Director		1,488.02	209,219.61
05/24/00	3911	Payroll to wire June 1, 2000		19,603.00	189,616.61
05/24/00	3912	Payroll to wire June 15, 2000		19,603.00	170,013.61
05/24/00	3913	Payroll to wire June 29, 2000		21,520.00	148,493.61
05/24/00	3914	General		6,493.06	142,000.55
05/24/00	3915	General		764.96	141,235.59
05/24/00	3916	General		5,360.82	135,874.77
05/24/00	3917	General		5,750.50	130,124.27
05/24/00	3918	General		1,490.14	128,634.13
05/24/00	3919	General		3,385.12	125,249.01
05/24/00	3920	General		1,910.55	123,338.46
05/24/00	3921	General		526.48	122,811.98



Placentia Library District
Property Tax Apportionments
Fiscal Year 1999-2000

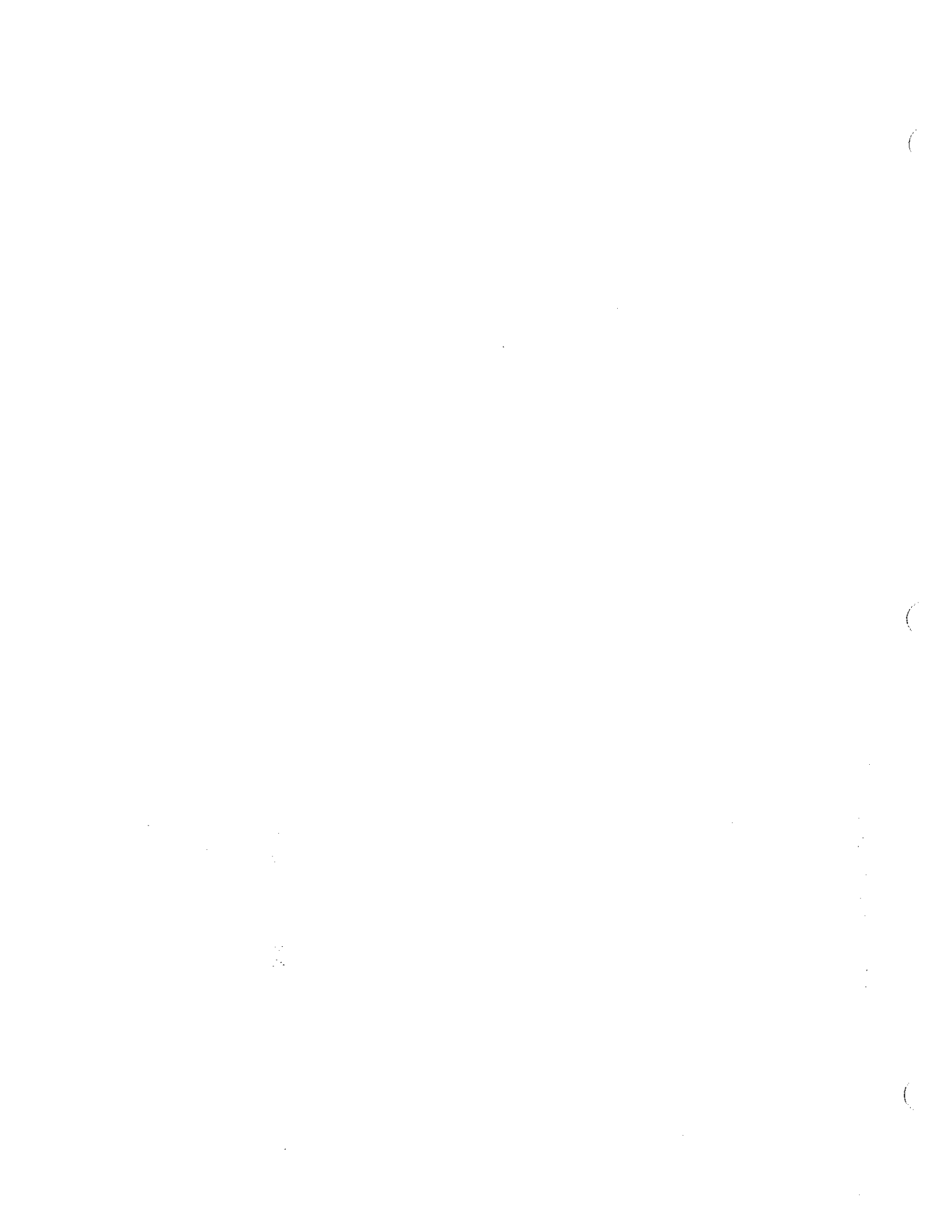
Agenda Item 14
Attachment B

Date	Category	Amount
7/16/99	Current secured final for FY99	1% - 3%
7/20/99	Supplemental, FY99 #12 Jun	
7/21/99	Prior Year Secured Taxes & Penalties, FY99 #12 Jun	
7/22/99	Delinquent Supplemental, FY99	
7/22/99	Secured Teeter Actual Final Delinquencies, FY99	2% - 4%
8/12/99	Prior Year Secured Taxes & Penalties #1 Jul	
8/20/99	Supplemental #1 Jul	
9/16/99	Prior Year Secured Taxes & Penalties #2 Aug	
9/21/99	Supplemental #2 Aug	
9/24/99	Unsecured collections at 8/31/99, #1	80% - 85%
10/14/99	Prior Year Secured Taxes & Penalties #3 Sep	
10/21/99	Supplemental #3 Sep	
11/12/99	Prior Year Secured Taxes & Penalties #4 Oct	
11/19/99	Supplemental #4 Oct	
11/30/99	Current secured #1	7% - 10%
12/10/99	Current secured #2	14% - 18%
12/10/99	Homeowners Property Tax Relief	15%
12/16/99	Prior Year Secured Taxes & Penalties #5 Nov	
12/17/99	Current secured #3	20% - 24%
12/21/99	Supplemental #5 Nov	
1/11/00	Homeowners Property Tax Relief	35%
1/13/00	Prior Year Secured Taxes & Penalties #6 Jan	
1/21/00	Supplemental #6 Dec	
1/21/00	Unsecured collections at 12/31/99, #2	5% - 10%
1/25/00	Current secured #4	3% - 6%
2/8/00	State-Assessed Public Utility, #1	49% - 50%
2/17/00	Prior Year Secured Taxes & Penalties #7 Feb	
2/18/00	Supplemental #7 Jan	
3/16/00	Prior Year Secured Taxes & Penalties #8 Mar	
3/21/00	Supplemental #8 Feb	
3/24/00	Current secured #5	5% - 7%
4/13/00	Prior Year Secured Taxes & Penalties #9 Apr	
4/21/00	Current secured #6	25% - 30%
4/21/00	Supplemental #9 Mar	
5/11/00	Homeowners Property Tax Relief	35%
5/11/00	Prior Year Secured Taxes & Penalties #10 Apr	
5/19/00	Current secured #7	3% - 5%
5/19/00	Supplemental #10 Apr	
5/24/00	State-Assessed Public Utility, #2	49% - 50%
6/9/00	Homeowners Property Tax Relief	15%
6/15/00	Prior Year Secured Taxes & Penalties #11 May	
6/21/00	Supplemental #11 May	
6/23/00	Prior Year Unsecured	
6/23/00	Unsecured collections at 5/31/00, Final	3% - 6%
7/21/00	Current secured final for FY00	1% - 3%
7/21/00	Prior Year Secured Taxes & Penalties, FY00 #12 Jun	
7/21/00	Supplemental, FY00 #12 Jun	
7/24/00	Secured Teeter Actual Final Delinquencies, FY00	2% - 4%
7/25/00	Delinquent Supplemental, FY00	

Fund Balance Report
Post-Petition Balances (B/S Account 8010 - Cash)
 May 24, 2000

	Fiscal Year 1999-2000						TOTAL EXCL GEN FUND
	Fund 702	Fund 703	Fund 706	Fund 707	Fund 708	TOTAL	
	Maj Equip/Struc	Auto Replac	Bond Redempt	General Fund	Sick Lv Payoff	ALL FUNDS	
30-Jun-99	84,141.81	3,163.80	116,479.67	164,804.90	7,601.61	376,191.79	211,386.89
31-Jul-99	84,141.81	3,163.80	116,479.67	83,601.60	7,601.61	294,988.49	211,386.89
31-Aug-99	84,377.12	3,177.11	26,647.68	58,725.33	7,633.59	180,560.83	121,835.50
30-Sep-99	4,714.39	3,189.79	17,114.57	127,531.60	7,664.06	160,214.41	32,682.81
31-Oct-99	5,076.22	3,203.40	17,615.46	84,484.27	7,696.75	118,076.10	33,591.83
30-Nov-99	5,446.35	3,217.33	18,050.74	107,852.20	7,730.23	142,296.85	34,444.65
31-Dec-99	5,446.35	3,217.33	18,050.74	280,800.57	7,730.23	315,245.22	34,444.65
31-Jan-00	5,706.41	3,245.65	18,231.72	360,942.41	7,798.27	395,924.46	34,982.05
29-Feb-00	5,731.04	3,260.20	18,313.36	373,843.21	7,833.23	408,981.04	35,137.83
31-Mar-00	5,757.53	3,275.85	18,401.17	425,760.92	7,870.83	461,066.30	35,305.38
30-Apr-00	96,078.90	8,920.49	147,561.69	281,086.00	8,666.12	542,313.20	261,227.20
31-May-00						0.00	0.00
30-Jun-00						0.00	0.00
Petty Cash	0.00	0.00	0.00	10,000.00	0.00	10,000.00	0.00
General Reserves	0.00	0.00	0.00	0.00	0.00	0.00	0.00

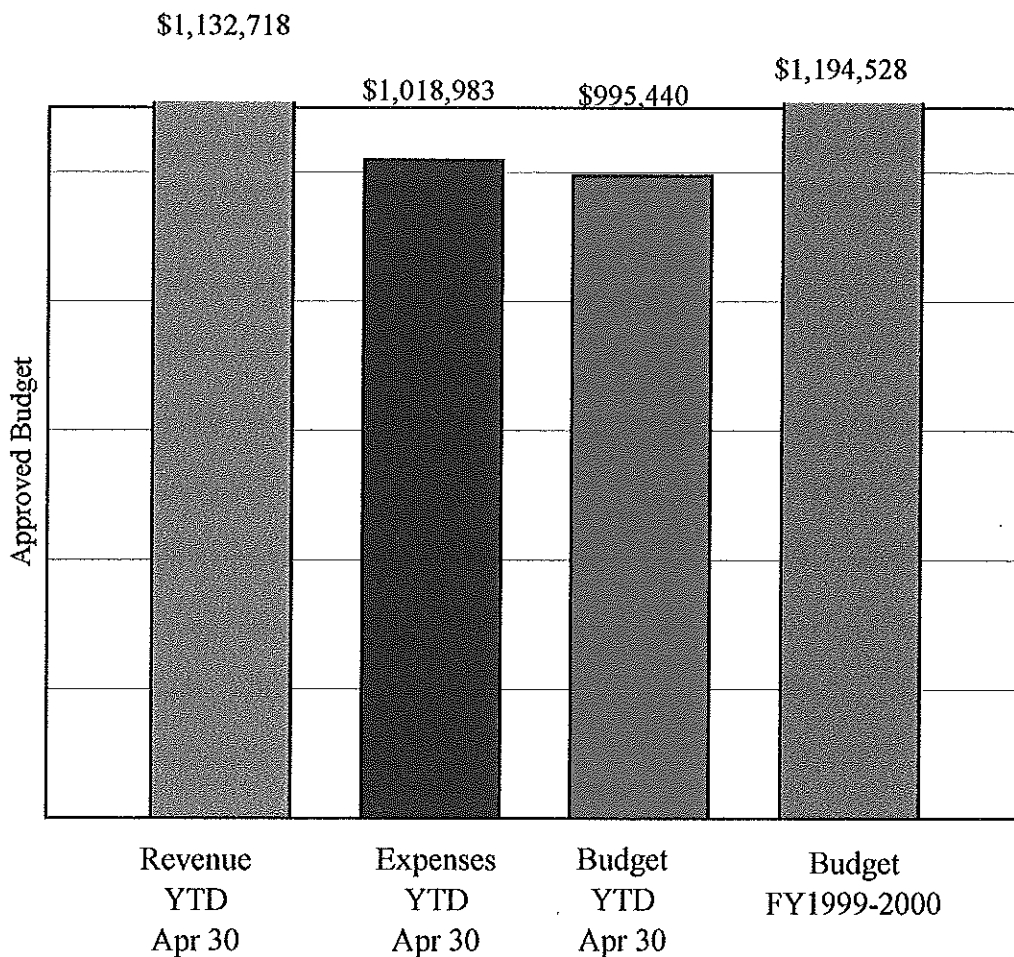
	Fiscal Year 1998-1999						TOTAL EXCL GEN FUND
	Fund 702	Fund 703	Fund 706	Fund 707	Fund 708	TOTAL	
	Maj Equip/Struc	Auto Replac	Bond Redempt	General Fund	Sick Lv Payoff	ALL FUNDS	
30-Jun-98	80,922.00	3,000.25	113,501.01	148,379.49	7,208.63	353,011.38	204,631.89
31-Jul-98	80,922.00	3,000.25	113,501.01	85,097.19	7,208.63	289,729.08	204,631.89
31-Aug-98	81,298.47	3,014.21	113,559.16	47,662.34	7,242.17	252,776.35	205,114.01
30-Sep-98	46,669.15	3,027.95	113,940.28	31,823.69	7,275.19	202,736.26	170,912.57
31-Oct-98	47,048.97	3,042.03	19,473.02	69,815.14	7,309.02	146,688.18	76,873.04
30-Nov-98	47,429.54	3,056.14	20,005.39	105,523.50	7,342.92	183,357.49	77,833.99
31-Dec-98	47,680.58	3,070.01	20,527.00	288,559.41	7,376.22	367,213.22	78,653.81
31-Jan-99	48,104.49	3,097.37	21,025.34	329,877.61	7,441.97	409,546.78	79,669.17
28-Feb-99	48,317.16	3,111.06	21,116.89	240,267.04	7,474.87	320,287.02	80,019.98
31-Mar-99	48,532.03	3,124.89	21,210.67	276,464.48	7,508.11	356,840.18	80,375.70
30-Apr-99	48,741.56	3,138.03	21,304.73	381,943.00	7,539.69	462,667.01	80,724.01
31-May-99	83,944.83	3,151.12	116,393.57	232,977.87	7,571.13	444,038.52	211,060.65
30-Jun-99	84,141.81	3,163.80	116,479.67	164,804.90	7,601.61	376,191.79	211,386.89
Petty Cash	0.00	0.00	0.00	10,000.00	0.00	10,000.00	0.00
General Reserves	0.00	0.00	0.00	0.00	0.00	0.00	0.00



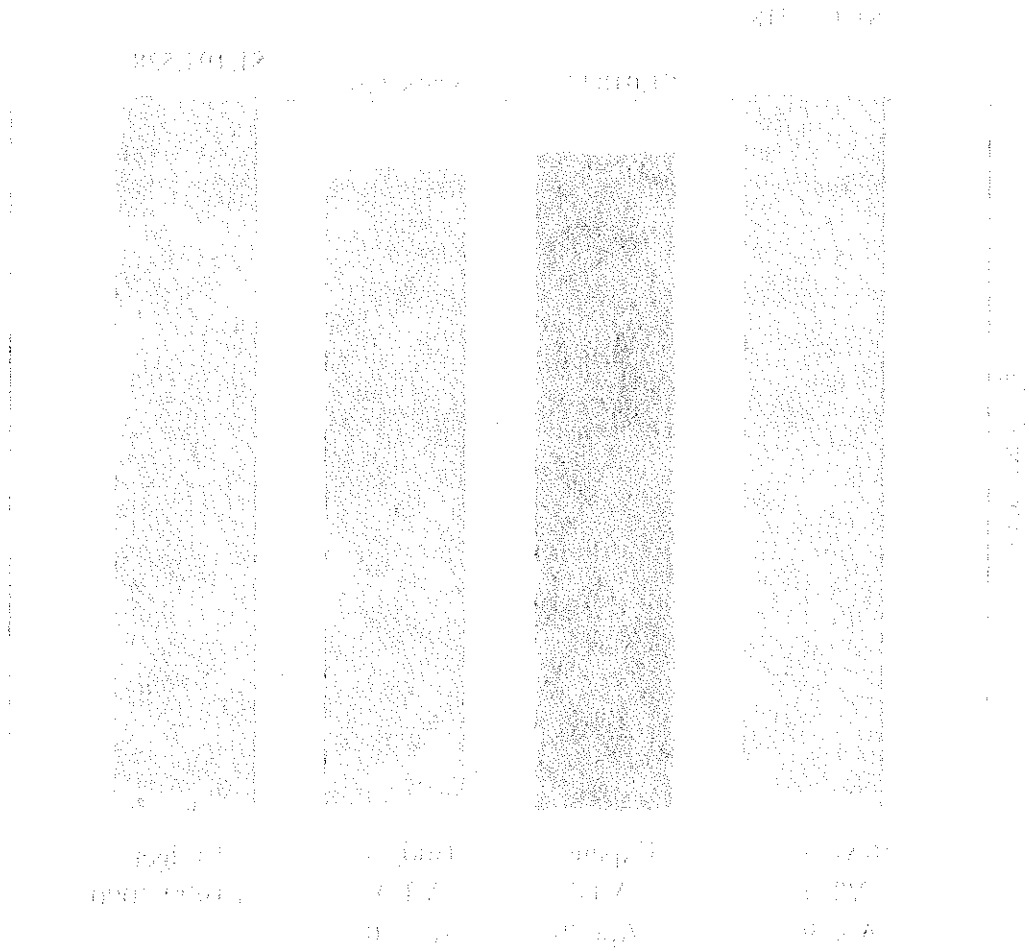
PLACENTIA LIBRARY DISTRICT

Fiscal Year 1999-2000

General Fund Cash Flow



COMPARISON OF THE EFFECTS OF DIFFERENT TYPES OF ANTIBIOTIC RESISTANCE



PLACENTIA LIBRARY DISTRICT
REVENUE REPORT FOR FUND 707
(Prepared from the Orange County Auditor's Report)
May 24, 2000

OBJECT CODE	DESCRIPTION	FY1999-2000 BUDGETED	FY1999-2000 YTD	FY1998-1999 YTD	FY1999-2000 APR 2000	FY1998-1999 APR 1999	FY1999-2000 % REV BUD
6210-00	Prop. Taxes - current secured	817,940	733,615.77	689,109.01	193,193.61	202,975.93	89.69%
6210-01	Public Utility	24,000	13,222.58	11,735.95	0.00	0.00	55.09%
6210-04	Teeter Plan - current delinquent	0	0.00	0.00	0.00	0.00	
	TOTAL PROP. TAXES - CURRENT SECURED	841,940	746,838.35	700,844.96	193,193.61	202,975.93	88.70%
6220	PROP. TAXES - CURRENT UNSECURED	50,000	48,594.91	45,141.86	0.00	0.00	97.19%
6230-00	Prop. Taxes - Prior Secured	20,060	11,120.83	10,950.23	0.00	0.00	
6230-01	Prior year's secured final apportionment	0	8,812.21	8,714.72	0.00	0.00	
6230-02	Secured prior years	0	0.00	0.00	0.00	0.00	
6230-03	Tax deed land sales	0	0.00	0.00	0.00	0.00	
6230-04	Teeter Plan buyout - FY1993-1994 only	0	0.00	0.00	0.00	0.00	
6230-10	Release of impounds	0	0.00	0.00	0.00	0.00	
6230-11	(1994 ERAF Refund)	0	0.00	0.00	0.00	0.00	
	TOTAL PROP. TAXES - PRIOR SECURED	20,060	19,933.04	19,664.95	0.00	0.00	99.37%
6240	TOTAL PROP. TAXES PRIOR UNSECURED	1,100	0.00	0.00	0.00	0.00	0.00%
6250	TAXES - SPECIAL DISTRICT AUGMENTATION	40,000	8,120.00	4,431.24	0.00	0.00	
6260	PENALTIES & COSTS ON DELINQUENT TAXES	0	0.00	0.00	0.00	0.00	
6280-00	Property taxes current supplemental	24,500	15,712.00	18,222.97	4,470.27	2,693.29	64.13%
6280-01	Final supplemental for prior years	0	11,331.60	778.40	0.00	0.00	
	TOTAL PROP. TAXES SUPPLEMENTAL - CURREN	24,500	27,043.60	19,001.37	4,470.27	2,693.29	110.38%
6300	PROP. TAXES SUPPLEMENTAL - PRIOR	800	719.86	780.95	0.00	0.00	89.98%
6540	PENALTIES & COSTS ON DELINQUENT TAXES	300	249.47	270.35	0.00	0.00	
	TOTAL TAXES	978,700	851,499.23	790,135.68	197,663.88	205,669.22	87.00%

REVENUE REPORT FOR FUND 707
(Prepared from the Orange County Auditor's Report)
May 24, 2000

OBJECT CODE	DESCRIPTION	FY 1999-2000 BUDGETED	FY 1999-2000 YTD	FY 1998-1999 YTD	FY 1999-2000 APR 2000	FY 1998-1999 APR 1999	FY 1999-2000 % REV BUD
6610-00	Interest	12,800	9,683.02	5,603.20	3,267.06	1,392.65	75.65%
6610-01	Interest - old bond fund	0	0.00	0.00	0.00	0.00	
6610-23	Interest on impounded taxes released	0	0.00	0.00	0.00	0.00	
	TOTAL INTEREST	12,800	9,683.02	5,603.20	3,267.06	1,392.65	75.65%
6690	STATE - HOMEOWNER PROP TAX RELIEF	15,580	8,111.77	7,789.14	0.00	0.00	52.07%
6970-00	State - ILL & Direct Loan Reimbursement	8,000	7,793.66	6,446.25	0.00	0.00	97.42%
6970-01	State - CA Foundation Funds	88,450	88,458.77	59,146.00	0.00	0.00	100.01%
6970-02	State - CA Literacy Campaign	8,800	10,390.00	8,872.00	0.00	0.00	118.07%
6970-03	State - Family Literacy	0	0.00	0.00	0.00	0.00	
6970-04	State - Dept of Education 321 Grant	0	6,003.08	3,136.00	0.00	947.00	
6970-05	State - Project Grants	0	10,000.00	0.00	0.00	0.00	
6970-07 & 66	State - Timber Yield Apport	0	18,180.32	0.00	0.00	0.00	
	TOTAL STATE - OTHER GOVERNMENTAL	105,250	140,825.83	77,600.25	0.00	947.00	133.80%
7130-00	BANKRUPTCY RECOVERY DISTRIBUTIONS	0	36,814.08	0.00	(45,585.25)	0.00	
7670-00	Local Revenue	22,500	23,255.90	19,087.47	2,977.58	3,117.22	103.36%
7670-01	Local Revenue -- Passport	45,000	37,116.65	13,387.87	5,979.00	5,464.20	82.48%
7670-02 & 56	Local Revenue -- Non-Govt. Grants & Gifts	14,698	25,331.38	0.00	0.00	0.00	172.35%
	TOTAL LOCAL REVENUE	82,198	85,704	32,475	8,956.58	8,581.42	104.27%
7680	6-MONTH EXPIRED (OUTLAWED) CHECKS	0	79.68	223.93	0.00	0.00	
7810	TRANSFER FROM/TO OTHER LIBRARY FUNDS	0	0.00	0.00	0.00	0.00	
	FUND 707 TOTAL	1,194,528	1,132,717.54	913,827.54	164,302.27	216,590.29	94.83%

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
April 19, 2000

OBJECT CODE	DESCRIPTION	FY1999-2000 BUDGETED	FY1999-2000 YTD	FY1998-1999 YTD	FY1999-2000 APR 2000	FY1998-1999 APR 1999	FY1999-2000 % EXP BUD
0100	Salaries & Wages	537,045	440,808.52	414,362.00	41,894.00	37,760.00	82.08%
0200	Retirement (Social Security & Pension Contribution)	75,695	62,696.45	31,789.00	3,146.00	2,890.00	82.83%
	Health & Life Insurance/Blue Shield CA	32,880	26,163.25	15,934.01	3,359.47	(685.90)	79.57%
	Long Term Disability/CNA	2,690	1,660.35	1,733.90	182.88	0.00	61.72%
	Vision Service Plan/VSP	2,225	2,002.12	1,622.59	17.86	196.13	90.00%
	Dental/Ameritas	5,205	4,691.20	4,227.79	528.70	0.00	90.12%
0300	Total Employee Insurance	43,000	34,516.92	23,518.29	4,088.91	(489.77)	80.27%
0310	Unemployment Insurance	0	0.00	0.00	0.00	0.00	
0350	Workers Compensation - General	5,400	2,754.00	3,852.00	0.00	0.00	51.00%
	TOTAL SALARIES & EMPLOYEE BENEFITS	661,140	540,775.89	473,521.29	49,128.91	40,160.23	81.79%
0700-00	Communications - Telephone	2,600	1,671.88	1,711.92	106.80	177.90	64.30%
0700-01	Communications - Modem/Fax	4,400	3,996.43	1,883.34	482.08	25.61	90.83%
0700-02	Communications - Internet/Database	5,000	5,718.62	4,109.29	338.12	397.73	114.37%
0700-05	Communications - Cataloging & Acquisitions Vendor	5,160	2,217.96	4,510.71	431.00	423.82	42.98%
0700-07	Communications - 321 Grant	0	0.00	379.96	0.00	0.00	
0700-08	Communications - Adult Literacy	800	703.82	384.27	20.43	31.19	87.98%
	Total Communications	17,960	14,308.71	12,979.49	1,378.43	1,056.25	79.67%
0900-00	Food - General Fund	50	42.98	0.00	42.98	0.00	
0900-07	Food - 321 Grant	50	0.00	0.00	0.00	0.00	
0900-08	Food - Adult Literacy	50	112.02	0.00	112.02	0.00	
0900-09	Food - LSCA Grant	0	0.00	0.00	0.00	0.00	
	Total Food	150	155.00	0.00	155.00	0.00	103.33%
1000-00	Household Expense	3,750	3,124.05	3,467.79	77.10	0.00	83.31%
1100-00	Insurance - Liability	7,000	6,945.51	10,124.25	0.00	0.00	99.22%

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
April 19, 2000

OBJECT CODE	DESCRIPTION	FY1999-2000 BUDGETED	FY1999-2000 YTD	FY1998-1999 YTD	FY1999-2000 APR 2000	FY1998-1999 APR 1999	FY1999-2000 % EXP BUD
1300-00	Maintenance of Equipment - General Fund (Other than Computer)	3,000	1,963.51	8,651.53	0.00	0.00	65.45%
1300-01	Maintenance of Equipment - General Fund (Computer)	12,000	9,960.78	0.00	1,059.00	0.00	83.01%
1300-07	Maintenance of Equipment - 321 Grant	0	0.00	0.00	0.00	0.00	
1300-08	Maintenance of Equipment - Adult Literacy	0	0.00	0.00	0.00	0.00	
1300-09	Maintenance of Equipment - LSCA Grant	0	0.00	0.00	0.00	0.00	
	Total Maintenance of Equipment	15,000	11,924.29	8,651.53	1,059.00	0.00	79.50%
	HVAC	5,500	2,104.65	2,042.95	0.00	0.00	38.27%
	Carpet Cleaning	500	3,073.81	0.00	0.00	0.00	614.76%
	Groundskeeping, City of Placentia	28,000	27,834.19	24,982.95	2,301.42	1,731.75	99.41%
	Plumbing	1,200	1,270.18	590.79	0.00	270.77	105.85%
	Electrical	4,500	15,519.86	3,445.03	0.00	310.03	344.89%
	Cleaning Service	11,700	9,500.00	9,500.00	950.00	950.00	81.20%
	Locksmith	200	2,040.51	73.72	0.00	0.00	1020.26%
	Other (Includes Fire Alarm & Seismic Retrofit Project)	11,000	1,278.50	1,390.69	138.00	(112.13)	11.62%
1400-00	Total Maintenance of Building & Grounds	62,600	62,621.70	42,026.13	3,389.42	3,150.42	100.03%
1600-00	Memberships - General Fund	2,750	3,248.50	2,375.00	54.00	0.00	118.13%
1600-07	Memberships - 321 Grant	0	0.00	225.00	0.00	0.00	
1600-08	Memberships - Adult Literacy	475	150.00	240.00	0.00	0.00	
1600-09	Memberships - LSCA Grant	0	0.00	0.00	0.00	0.00	
	Total Memberships	3,225	3,398.50	2,840.00	54.00	0.00	105.38%
1700-00	Miscellaneous Expense - General Fund	0	0.00	0.00	0.00	0.00	
1700-07	Miscellaneous Expense - 321 Grant	0	0.00	0.00	0.00	0.00	
1700-08	Miscellaneous Expense - Adult Literacy	0	0.00	0.00	0.00	0.00	
1700-09	Miscellaneous Expense - LSCA Grant	0	0.00	0.00	0.00	0.00	
	Total Miscellaneous Expense	0	0.00	0.00	0.00	0.00	

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
April 19, 2000

OBJECT CODE	DESCRIPTION	FY1999-2000 BUDGETED	FY1999-2000 YTD	FY1998-1999 YTD	FY1999-2000 APR 2000	FY1998-1999 APR 1999	FY1999-2000 % EXP BUD
1800-00	Library Supplies	7,000	5,151.34	5,163.38	0.00	485.45	73.59%
	Printing	9,300	6,016.15	6,558.41	0.00	0.00	64.69%
	EZ Copy - copy cards for sale to patrons	0	0.00	0.00	0.00	0.00	
	Publications	1,000	559.96	729.86	371.50	0.00	56.00%
	Paper	1,200	1,552.38	893.60	73.49	0.00	129.37%
	Drinking Water Service	300	225.00	249.50	25.00	24.95	75.00%
	Other Office Supplies	4,000	7,477.54	3,832.19	748.83	389.83	186.94%
	Total Office Supply Expense - General Fund	22,800	20,982.37	17,426.94	1,218.82	900.23	92.03%
1800-07	Literacy Dept Educ 321 Grant Supply Expense	0	0.00	1,889.91	0.00	0.00	
	Printing	2,625	784.04	1,615.51	0.00	0.00	
	Publications	0	874.00	0.00	0.00	0.00	
	Paper	50	50.74	0.00	0.00	0.00	
	Other Office Supplies	550	20.49	514.31	0.00	0.00	
	Total Adult Literacy Office Supply Expense	3,225	1,729.27	2,129.82	0.00	0.00	53.62%
1800-09	L.S.C.A Grant Supply Expense	0	0.00	0.00	0.00	0.00	
	Total Office Expense	26,025	22,711.64	21,446.67	1,218.82	900.23	87.27%
1803-00	Postage Expense - General Fund	4,700	4,097.92	1,914.74	762.24	614.43	87.19%
1803-04	Postage Expense - L.S.C.A II Grant	0	0.00	0.00	0.00	0.00	
1803-08	Postage Expense - Adult Literacy	100	0.00	64.00	0.00	0.00	0.00%
1803-09	Postage Expense - L.S.C.A Grant	0	0.00	0.00	0.00	0.00	
	Total Postage Expense	4,800	4,097.92	1,978.74	762.24	614.43	85.37%

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
April 19, 2000

OBJECT CODE	DESCRIPTION	FY1999-2000 BUDGETED	FY1999-2000 YTD	FY1998-1999 YTD	FY1999-2000 APR 2000	FY1998-1999 APR 1999	FY1999-2000 % EXP BUD
	Care Resources (Employee Assistance)	420	315.00	315.00	35.00	35.00	75.00%
	Pension Contribution & Operating Expenses	7,500	6,664.78	5,529.47	1,241.29	3,779.47	88.86%
	Anaheim Consortium Automated Library System	40,000	40,584.00	39,294.50	40,584.00	39,032.00	101.46%
	Anaheim Consortium Computer Technical & Consulting Services	4,000	0.00	0.00	0.00	0.00	0.00%
	Clipping Service	420	321.39	381.81	37.71	34.71	76.52%
	Interest Allocation & Tax Collection Charges	350	1,265.01	153.66	68.22	(5.36)	361.43%
	Advertising (Including WEB Site)	4,000	1,200.00	733.74	0.00	0.00	30.00%
	Medical Exams	500	315.00	472.50	0.00	52.50	63.00%
	Collection Services - Accounts Receivable	2,400	1,401.88	353.92	0.00	267.30	58.41%
	Audit & Accounting Services	4,500	3,775.00	4,811.00	0.00	0.00	83.89%
	Payroll Preparation	2,500	2,200.12	1,964.21	275.70	274.31	88.00%
	Election Expenses	0	0.00	0.00	0.00	0.00	
	Staff Training in Library	0	0.00	0.00	0.00	0.00	
	Other (Includes Contract Storyteller)	5,000	16,914.38	2,521.16	0.00	375.00	338.29%
1900-00	Total Specialized Services - General Fund	71,590	74,956.56	56,530.97	42,241.92	43,844.93	104.70%
1900-01	Specialized Services - LSCA II Grant	0	0.00	0.00	0.00	0.00	
1900-07	Specialized Services - 321 Grant	0	0.00	0.00	0.00	0.00	
1900-08	Specialized Services - Adult Literacy	1,000	80.00	80.00	0.00	0.00	8.00%
1900-09	Specialized Services - LSCA Grant	0	0.00	0.00	0.00	0.00	
1900-18	Tax Collection Services & Fees by Orange County	2,400	922.92	1,882.89	482.98	525.35	38.46%
	Total Specialized Services	74,990	75,959.48	58,493.86	42,724.90	44,370.28	101.29%
2000-00	Legal Notices - General Fund	500	0.00	0.00	0.00	0.00	0.00%
2000-01	Legal Notices - LSCA II Grant	0	0.00	0.00	0.00	0.00	0.00%
	Total Legal Notices	500	0.00	0.00	0.00	0.00	0.00%
2100-00	Rents/Leases-Equipment	0	0.00	0.00	0.00	0.00	

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
April 19, 2000

OBJECT CODE	DESCRIPTION	FY1999-2000 BUDGETED	FY1999-2000 YTD	FY1998-1999 YTD	FY1999-2000 APR 2000	FY1998-1999 APR 1999	FY1999-2000 % EXP BUD
2200-00	Semi-Annual Bond Payment	74,175	91,372.60	72,214.71	11,084.75	2,364.10	123.19%
2300-00	Small Tools/Instruments	0	0.00	0.00	0.00	0.00	
2400-00	Special Department Expense - Miscellaneous	0	0.00	0.00	0.00	0.00	
2400-01	Special Department Expense- Books	133,450	55,315.96	37,478.39	12,551.21	11,544.74	41.45%
2400-02	Special Department Expense - Video	0	1,006.05	0.00	0.00	0.00	
2400-03	Special Department Expense - Electronic	0	19,109.49	5,230.00	0.00	0.00	
2400-04	Special Department Expense - Periodicals	0	19,827.48	4,164.32	0.00	0.00	
2400-05	Special Department Expense - Audio	0	2,132.25	287.80	0.00	0.00	
2400-07	Special Department Expense - 321 Grant	0	0.00	0.00	0.00	(375.00)	
2400-08	Special Department Expense - Adult Literacy	1,500	3,209.67	1,367.02	1,155.33	0.00	213.98%
2400-09	Special Department Expense - Family Literacy	0	0.00	0.00	0.00	0.00	
	Total Special Department Expense	134,950	100,600.90	48,527.73	13,706.54	11,169.74	74.55%
2600-00	Transportation/Travel - General	0	0.00	0.00	0.00	0.00	
2700-00	Transportation/Travel - Meetings, Staff Out of Town	1,500	1,444.56	1,506.42	0.00	576.28	96.30%
2700-01	Transportation/Travel - Meetings, Staff Local	2,000	1,692.41	1,633.82	448.76	237.32	84.62%
2700-02	Transportation/Travel - Meetings, Board Out of Town	1,000	124.00	881.71	0.00	582.16	12.40%
2700-03	Transportation/Travel - Meetings, Board Local	600	237.33	522.00	35.00	10.00	39.56%
2700-04	Transportation/Travel - Meetings, LSCA II Grant	0	0.00	0.00	0.00	0.00	
2700-07	Transportation/Travel - Meetings, 321 Grant	0	0.00	914.79	0.00	0.00	
2700-08	Transportation/Travel - Meetings - Adult Literacy	1,000	831.29	118.25	507.14	68.25	83.13%
2700-09	Transportation/Travel - Meetings - LSCA Grant	0	635.00	0.00	635.00	0.00	
	Total Transportation/Travel - Meetings	6,100	4,964.59	5,576.99	1,625.90	1,474.01	81.39%

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
April 19, 2000

OBJECT CODE	DESCRIPTION	FY1999-2000 BUDGETED	FY1999-2000 YTD	FY1998-1999 YTD	FY1999-2000 APR 2000	FY1998-1999 APR 1999	FY1999-2000 % EXP BUD
	Electricity	43,000	35,807.79	34,446.87	2,460.49	3,032.51	83.27%
	Gas	6,500	2,502.66	4,730.40	20.69	734.62	38.50%
	Water	3,000	3,006.37	1,795.18	131.00	112.13	100.21%
2800-00	Total Utilities	52,500	41,316.82	40,972.45	2,612.18	3,879.26	78.70%
	TOTAL SUPPLIES & SERVICES	483,725	443,501.71	329,300.34	79,848.28	68,978.72	91.68%
3700-00	Taxes, Assessments (Sales Tax)	1,100	3,652.24	1,001.00	0.00	649.00	332.02%
4000-00	Equipment - General Fund	32,865	16,616.76	8,969.63	0.00	1,324.12	50.36%
4000-07	Equipment - 321 Grant	0	0.00	0.00	0.00	0.00	0.00%
4000-08	Equipment - Adult Literacy	1,000	0.00	119.95	0.00	0.00	0.00%
4000-09	Equipment - Gates Foundation Grant	14,698	14,436.56	0.00	0.00	0.00	98.22%
4000-11	Equipment - County Assigned Fund	0	0.00	0.00	0.00	0.00	0.00%
	Total Equipment	48,563	31,053.12	9,089.58	0.00	1,324.12	63.94%
4200-00	Structures/Improvements	0	0.00	0.00	0.00	0.00	
	TOTAL EQUIPMENT EXPENSE	48,563	31,053.12	9,089.58	0.00	1,324.12	63.94%
4807	OPERATING TRANSFER TO ANOTHER DISTRICT FUND	0	0.00	0.00	0.00	0.00	
5600	INVESTMENT POOL LOSS	0	0.00	0.00	0.00	0.00	
	TOTAL EXPENSES	1,194,528	1,018,982.96	812,912.21	128,977.19	111,112.07	85.30%

05/16/00

**Placentia Library District
Balance Sheet
As of April 30, 2000**

	<u>Apr 30, '00</u>
ASSETS	
Current Assets	
Checking/Savings	
County Exempt - Checking	5,311.13
County Exempt - Savings	3,102.56
General Fund - Checking	8,391.41
General Fund - Savings	5,277.39
Literacy Fund - Savings	3,821.59
Payroll Checking	9,354.81
Payroll Checking (CDs)	
174445017	5,000.00
174445018	5,000.00
174445019	5,000.00
174445020	5,000.00
174445021	2,500.00
174445022	2,500.00
174445055	2,500.00
174448482	2,500.00
174448483	2,500.00
Total Payroll Checking (CDs)	<u>32,500.00</u>
Payroll Savings (Fees)	2,352.79
Payroll Savings (Int CDs)	3,992.36
Total Checking/Savings	<u>74,104.04</u>
Total Current Assets	<u>74,104.04</u>
TOTAL ASSETS	<u>74,104.04</u>
LIABILITIES & EQUITY	
Equity	
Retained Earnings	12,038.73
Net Income	-5,157.06
Total Capital	67,222.37
Total Equity	<u>74,104.04</u>
TOTAL LIABILITIES & EQUITY	<u>74,104.04</u>

05/16/00

Placentia Library District
Profit and Loss by Class

April 2000

	County Exempt Fund	General Fund	Literacy Fund	Payroll Fund	TOTAL
Income					
Cash Register - Copy Cards	436.95	29.80	0.00	0.00	466.75
Cash Register - Fines	125.10	2,166.14	0.00	0.00	2,291.24
Cash Register - Lost Items	0.00	185.38	0.00	0.00	185.38
Cash Register - Misc.	0.00	6.50	0.00	0.00	6.50
Cash Register - Reserves	4.50	73.45	0.00	0.00	77.95
Children's Dept Income	9.67	0.00	0.00	0.00	9.67
Directors Fund (Friends)	-53.81	0.00	0.00	0.00	-53.81
Interest Inc - CD's	0.00	0.00	0.00	427.38	427.38
Interest Inc - Savings	5.45	12.10	6.43	0.00	23.98
Meeting Room Income	250.00	0.00	0.00	0.00	250.00
Passport Check Reimbursement	946.00	120.00	0.00	0.00	1,066.00
Passport Revenue	151.00	4,828.00	0.00	0.00	4,979.00
Test Proctoring Income	20.00	0.00	0.00	0.00	20.00
Transfers from County	0.00	0.00	0.00	45,040.00	45,040.00
Typewriter Income	0.00	3.40	0.00	0.00	3.40
Total Income	1,894.86	7,424.77	6.43	45,467.38	54,793.44
Expense					
Children's Other	126.38	0.00	0.00	0.00	126.38
Copier Lease Payments	446.34	0.00	0.00	0.00	446.34
Copier Maintenance Contract	229.65	0.00	0.00	0.00	229.65
Debit Cards	0.00	52.08	0.00	0.00	52.08
Employee Benefits	0.00	0.00	0.00	2,145.12	2,145.12
Employee Insurance	0.00	0.00	0.00	833.55	833.55
Employer Payroll Taxes	0.00	0.00	0.00	12,535.75	12,535.75
Household Expenses	0.00	70.11	0.00	0.00	70.11
Library Materials - Audio V	0.00	15.00	0.00	0.00	15.00
Memberships	0.00	32.32	0.00	0.00	32.32
Office Expense	0.00	21.85	0.00	0.00	21.85
Passport Expenses	920.00	0.00	0.00	0.00	920.00
Prof & Spec Services	0.00	150.00	0.00	0.00	150.00
Return Check Item & Fees	0.00	15.00	0.00	0.00	15.00
Salaries	0.00	0.00	0.00	28,836.56	28,836.56
Transfers to County	0.00	8,956.58	0.00	0.00	8,956.58
Transportation & Travel	0.00	458.00	0.00	0.00	458.00
Tutor Training Expense	0.00	45.53	0.00	0.00	45.53
Total Expense	1,722.37	9,816.47	0.00	44,350.98	55,889.82
Net Income	172.49	-2,391.70	6.43	1,116.40	-1,096.38

05/16/00

**Placentia Library District
Profit and Loss by Class
July 1999 through April 2000**

	County Exempt Fund	General Fund	Literacy Fund	Payroll Fund	TOTAL
Income					
Account Interest (IEC)	0.00	2,842.27	0.00	0.00	2,842.27
Bankcard Deposit	0.00	1,332.15	0.00	0.00	1,332.15
Bankruptcy Recovery Distributio	0.00	82,399.33	0.00	0.00	82,399.33
Camp Library (Friends)	44.00	0.00	0.00	0.00	44.00
Cash Register - Audio Visual	3.00	55.89	0.00	0.00	58.89
Cash Register - Copy Cards	3,903.29	29.80	0.00	0.00	3,933.09
Cash Register - Fines	125.10	17,437.64	0.00	0.00	17,562.74
Cash Register - Lost Items	0.00	2,436.51	0.00	0.00	2,436.51
Cash Register - Misc.	0.00	206.70	0.00	0.00	206.70
Cash Register - Reserves	13.50	928.70	0.00	0.00	942.20
Children's Dept Income	9.67	0.00	0.00	0.00	9.67
Coffee Service Income	22.00	0.00	0.00	0.00	22.00
County Reimbursements	0.00	8,175.89	0.00	0.00	8,175.89
Debit Card Income	0.00	905.60	0.00	0.00	905.60
Directors Fund (Friends)	1,554.22	0.00	0.00	0.00	1,554.22
Donations to Literacy	0.00	0.00	1,000.00	0.00	1,000.00
Equipment (400) Reimbursement	0.00	2,000.00	0.00	0.00	2,000.00
Friends Contributions	2,800.00	0.00	0.00	0.00	2,800.00
Gates Grant	0.00	15,763.00	0.00	0.00	15,763.00
Interest Inc - CD's	0.00	0.00	0.00	1,757.40	1,757.40
Interest Inc - Savings	55.96	318.57	89.34	0.00	463.87
Meeting Room Income	2,878.05	0.00	0.00	0.00	2,878.05
Miscellaneous Income	172.92	922.10	0.00	0.00	1,095.02
Non Government Grant	0.00	8,669.35	0.00	0.00	8,669.35
Passport Check Reimbursement	7,329.45	421.00	0.00	0.00	7,750.45
Passport Revenue	196.00	34,551.55	0.00	0.00	34,747.55
Special Event Retirement	2,825.00	0.00	0.00	0.00	2,825.00
Staff Appreciation Reimbursement	439.25	0.00	0.00	0.00	439.25
State Library Grants	0.00	20,390.00	0.00	0.00	20,390.00
State Library Reimbursements	0.00	10,933.58	0.00	0.00	10,933.58
State of CA Foundation Funds	0.00	88,450.00	0.00	0.00	88,450.00
Telephone Income	0.00	408.66	0.00	0.00	408.66
Test Proctoring Income	140.00	0.00	0.00	0.00	140.00
Transfers from County	0.00	21,520.00	0.00	452,685.00	474,205.00
Tutor Training Income	0.00	0.00	60.00	0.00	60.00
Typewriter Income	0.00	41.16	0.00	0.00	41.16
Total Income	22,511.41	319,139.45	1,149.34	454,442.40	797,242.60
Expense					
Advertising Expense	0.00	33.00	0.00	0.00	33.00
Bank Fees	61.50	0.00	0.00	0.00	61.50
Bankruptcy Rec Distribution	0.00	82,399.33	0.00	0.00	82,399.33
Children's Camp Library	374.48	0.00	0.00	0.00	374.48
Children's Other	496.79	0.00	0.00	0.00	496.79
Children's Storytime (Friends)	180.00	0.00	0.00	0.00	180.00
Children's Summer Reading Prgm	854.83	0.00	0.00	0.00	854.83
Coffee Service	381.64	0.00	0.00	0.00	381.64
Copier Lease Payments	4,463.40	0.00	0.00	0.00	4,463.40
Copier Maintenance Contract	2,296.50	0.00	0.00	0.00	2,296.50
Debit Cards	15.00	210.14	0.00	0.00	225.14
Employee Benefits	0.00	0.00	0.00	26,051.46	26,051.46
Employee Insurance	0.00	155.00	0.00	8,195.39	8,350.39
Employer Payroll Taxes	0.00	0.00	0.00	139,572.63	139,572.63
Food	0.00	113.82	0.00	0.00	113.82
Friend's Director's Fund	1,825.87	0.00	0.00	0.00	1,825.87
Household Expenses	0.00	407.54	0.00	0.00	407.54
Library Board Expenses	271.71	0.00	0.00	0.00	271.71
Library Materials - Audio V	0.00	15.00	0.00	0.00	15.00
LVA Expenses	0.00	80.00	0.00	0.00	80.00
Meeting Room Upkeep Expense	150.00	0.00	0.00	0.00	150.00
Memberships	0.00	766.32	0.00	0.00	766.32
Miscellaneous	0.00	-251.01	0.00	0.00	-251.01
Office Expense	0.00	1,107.19	0.00	0.00	1,107.19
Passport Expenses	9,924.70	398.95	0.00	0.00	10,323.65
Petty Cash Reimbursement	0.00	58.52	0.00	0.00	58.52
Postage	0.00	397.33	0.00	0.00	397.33
Printing	0.00	626.86	0.00	0.00	626.86
Prof & Spec Services	0.00	290.00	0.00	0.00	290.00
Refreshments	26.94	0.00	0.00	0.00	26.94
Retirement Fund	2,804.80	0.00	0.00	0.00	2,804.80
Return Check Item & Fees	0.00	93.30	0.00	0.00	93.30
Salaries	0.00	0.00	0.00	302,360.89	302,360.89
Staff Appreciation	684.50	0.00	0.00	0.00	684.50
Taxes & Fees (370)	0.00	1,725.00	0.00	0.00	1,725.00
Transfers to County	0.00	208,508.29	0.00	0.00	208,508.29
Transportation & Travel	0.00	3,164.13	1,358.28	0.00	4,522.41
Tutor Training Expense	0.00	148.59	0.00	0.00	148.59
Total Expense	24,413.71	300,447.30	1,358.28	478,180.37	802,399.66
Net Income	-1,902.30	18,692.15	-208.94	-21,737.97	-5,157.06

Reconciliation Report

County Exempt - Checking account reconciled for the period ending 04/30/2000

Cleared Transactions

Previous Balance		6,380.15
Cleared Checks and Payments	26 Items	-1,745.59
Cleared Deposits and Other Credits	14 Items	980.67
Cleared Balance		5,615.23

Uncleared Transactions

Uncleared Checks and Payments	7 Items	-324.10
Uncleared Deposits and Other Credits	1 Items	45.00

New Transactions

Account Balance as of 04/30/2000 (statement closing date)		5,336.13
New Checks and Payments	19 Items	-1,220.00
New Deposits and Other Credits	7 Items	820.00
Ending Account Balance		4,936.13

Register

County Exempt - Checking Register through 04/30/2000:

Date	No./Ref.	Name	Account	Memo	Amount	C	Balance
04/03/2000	2214	Passport Services	Passport Expenses	Myra Phan 7...	-45.00	X	5,870.15
04/03/2000	2215	Passport Services	Passport Expenses	Andres Felip...	-25.00	X	5,845.15
04/03/2000			-split-	Deposit	105.00	X	5,950.15
04/03/2000			Passport Check Reimb...	Deposit	141.00	X	6,091.15
04/03/2000	2216	Passport Services	Passport Expenses	Charles Terr...	-80.00	X	6,011.15
04/04/2000			Passport Check Reimb...	Deposit	30.00	X	6,041.15
04/04/2000	2217	Passport Services	Passport Expenses	Paul Wayne ...	-5.00	X	6,036.15
04/05/2000			Passport Check Reimb...	Deposit	5.00	X	6,041.15
04/06/2000	2218	Passport Services	Passport Check Reimb...		-45.00	X	5,996.15
04/09/2000			Passport Check Reimb...	Deposit	45.00	X	6,041.15
04/10/2000			Passport Check Reimb...	Deposit	25.00	X	6,066.15
04/10/2000	2219	Passport Services	Passport Expenses	Cristina Mar...	-25.00	X	6,041.15
04/10/2000			Passport Check Reimb...	Deposit	90.00	X	6,131.15
04/10/2000	1254	Passport Services	Passport Expenses	Vivian Ayad ...	-45.00	X	6,086.15
04/11/2000	2220	Passport Services	Passport Expenses	Frank Rodrig...	-45.00	X	6,041.15
04/12/2000	2221	Passport Services	Passport Expenses	Lindsey Ann...	-45.00	X	5,996.15
04/13/2000			Passport Check Reimb...	Deposit	235.00	X	6,231.15
04/13/2000	2222	Passport Services	Passport Expenses	In Soon Lim ...	-190.00	X	6,041.15
04/17/2000			Passport Check Reimb...	Deposit	45.00	X	6,086.15
04/17/2000	2223	Passport Services	Passport Expenses	Jose Ornelas ...	-45.00	X	6,041.15
04/17/2000	2224	Passport Services	Passport Expenses	Mathew Ale...	-45.00	X	5,996.15
04/18/2000			Passport Check Reimb...	Deposit	90.00	X	6,086.15
04/18/2000	2225	Passport Services	Passport Expenses	Leon Duy Ng...	-45.00	X	6,041.15
04/18/2000	2226	Passport Services	Passport Expenses	David Ornela...	-45.00	X	5,996.15
04/19/2000			Passport Check Reimb...	Deposit	45.00	X	6,041.15
04/19/2000	2227	Passport Services	Passport Expenses	Michael Paul...	-45.00	X	5,996.15
04/19/2000	2228	Cyrise Smith	Children's Other	Reimbusem...	-60.25		5,935.90
04/19/2000	2229	Elizabeth D Minter	Directors Fund (Friends)	Director's Fund	-9.63	X	5,926.27
04/20/2000			Passport Check Reimb...	Deposit	90.00	X	6,016.27
04/20/2000	2230	Placentia Library...	Children's Other	Reimbusem...	-56.46	X	5,959.81
04/20/2000	1255	Passport Services	Passport Expenses	David M Ki...	-45.00	X	5,914.81
04/24/2000			Children's Dept Income	Deposit	9.67	X	5,924.48
04/25/2000			Passport Check Reimb...	Deposit	25.00	X	5,949.48
04/25/2000	2231	Passport Services	Passport Expenses	Nefftali Sanc...	-25.00		5,924.48
04/27/2000	2232	Christopher's Flo...	Directors Fund (Friends)	Donna Bass (...)	-44.18		5,880.30
04/27/2000	2233	Tall Mouse Arts ...	Children's Other	Children's D...	-9.67		5,870.63
04/30/2000	2234	Passport Services	Passport Expenses	Nam Hoai Ph...	-95.00		5,775.63
04/30/2000			Total Capital	Balance Adj...	-439.50	X	5,336.13

Reconciliation Report

County Exempt - Savings account reconciled for the period ending 04/30/2000

Cleared Transactions

Previous Balance		2,785.55
Cleared Checks and Payments	2 Items	-675.99
Cleared Deposits and Other Credits	19 Items	993.00
Cleared Balance		3,102.56

Uncleared Transactions

Uncleared Checks and Payments	0 Items	0.00
Uncleared Deposits and Other Credits	0 Items	0.00

New Transactions

Account Balance as of 04/30/2000 (statement closing date)		3,102.56
New Checks and Payments	0 Items	0.00
New Deposits and Other Credits	10 Items	340.05
Ending Account Balance		3,442.61

Register

County Exempt - Savings Register through 04/30/2000:

Date	No./Ref.	Name	Account	Memo	Amount	C	Balance
04/03/2000			-split-	Deposit	61.30	X	2,846.85
04/03/2000			Cash Register - Copy ...	Deposit	51.35	X	2,898.20
04/04/2000			Cash Register - Copy ...	Deposit	10.80	X	2,909.00
04/05/2000			Cash Register - Copy ...	Deposit	14.50	X	2,923.50
04/06/2000			-split-	Deposit	33.45	X	2,956.95
04/09/2000			-split-	Deposit	280.60	X	3,237.55
04/10/2000			-split-	Deposit	59.50	X	3,297.05
04/10/2000			Cash Register - Copy ...	Deposit	15.50	X	3,312.55
04/12/2000			-split-	Deposit	50.70	X	3,363.25
04/13/2000			-split-	Deposit	78.05	X	3,441.30
04/17/2000			-split-	Deposit	75.45	X	3,516.75
04/18/2000			Cash Register - Copy ...	Deposit	61.70	X	3,578.45
04/19/2000			Cash Register - Copy ...	Deposit	32.15	X	3,610.60
04/19/2000	1090	IKON	Copier Maintenance C...	copier maint...	-229.65	X	3,380.95
04/19/2000	1091	Sharp Electronics	Copier Lease Payments	copier lease	-446.34	X	2,934.61
04/20/2000			-split-	Deposit	47.05	X	2,981.66
04/24/2000			Cash Register - Copy ...	Deposit	52.25	X	3,033.91
04/25/2000			Cash Register - Copy ...	Deposit	11.45	X	3,045.36
04/26/2000			Cash Register - Copy ...	Deposit	3.55	X	3,048.91
04/27/2000			-split-	Deposit	48.20	X	3,097.11
04/30/2000			Interest Inc - Savings	Interest	5.45	X	3,102.56

Reconciliation Report

General Fund - Checking account reconciled for the period ending 04/30/2000

Cleared Transactions

Previous Balance		9,132.69
Cleared Checks and Payments	10 Items	-459.89
Cleared Deposits and Other Credits	8 Items	341.60
Cleared Balance		9,014.40

Uncleared Transactions

Uncleared Checks and Payments	12 Items	-712.99
Uncleared Deposits and Other Credits	1 Items	90.00

New Transactions

Account Balance as of 04/30/2000 (statement closing date)		8,391.41
New Checks and Payments	2 Items	-252.13
New Deposits and Other Credits	1 Items	1,418.07
Ending Account Balance		9,557.35

Register

General Fund - Checking Register through 04/30/2000:

Date	No./Ref.	Name	Account	Memo	Amount	C	Balance
04/03/2000	4181	Frank Frizell	Library Materials - Au...	Reimbursme...	-15.00	X	8,879.70
04/03/2000			-split-	Deposit	157.00	X	9,036.70
04/04/2000		Sanwa Bank	Debit Cards	debit cards b...	-52.08	X	8,984.62
04/05/2000	4182	Jim Roberts	Tutor Training Expense	Reimburse...	-29.45	X	8,955.17
04/06/2000			Passport Revenue	Deposit	15.00	X	8,970.17
04/13/2000	4183	Associaton of Go...	Transportation & Travel	Elizabeth Mi...	-22.00	X	8,948.17
04/13/2000			Cash Register - Fines	Deposit	23.20	X	8,971.37
04/14/2000			Passport Revenue	Deposit	75.00	X	9,046.37
04/17/2000	4184	Jim Roberts	Tutor Training Expense	0900-08 Rei...	-16.08	X	9,030.29
04/17/2000	4186	Wendy G. Goods...	Transportation & Travel	2700-01 Rei...	-99.00	X	8,931.29
04/17/2000	4187	Smart & Final	Household Expenses	Household E...	-26.28	X	8,905.01
04/19/2000	4188	Peggy Burkich	Office Expense	Reimbursme...	-5.20		8,899.81
04/19/2000	4189	NSFRE	Transportation & Travel	Elizabeth Mi...	-22.00		8,877.81
04/19/2000			Passport Revenue	Deposit	15.00	X	8,892.81
04/20/2000			Cash Register - Fines	Deposit	4.60	X	8,897.41
04/21/2000			Passport Revenue	Deposit	30.00	X	8,927.41
04/26/2000	4190	Dan McKenna	Prof & Spec Services	Business Sho...	-150.00		8,777.41
04/26/2000	4191	Boxes on the Move	Office Expense	15 boxes of 2...	-16.65		8,760.76
04/26/2000	4192	PGRT-So Cal	Transportation & Travel	PG Conferen...	-195.00		8,565.76
04/26/2000	4193	Smart & Final	Household Expenses	5 oz paper cu...	-43.83		8,521.93
04/27/2000	4194	Sam's Club	Memberships	PLD Membe...	-32.32		8,489.61
04/27/2000	4195	PGRT-So Cal	Transportation & Travel	Elizabeth D....	-20.00		8,469.61
04/27/2000	4196	Peninsula Librar...	Transportation & Travel	Jim Roberts ,...	-100.00		8,369.61
04/27/2000			-split-	Deposit	21.80	X	8,391.41

Reconciliation Report

General Fund - Savings account reconciled for the period ending 04/30/2000

Cleared Transactions

Previous Balance		6,706.30
Cleared Checks and Payments	3 Items	-8,971.58
Cleared Deposits and Other Credits	27 Items	7,542.67
Cleared Balance		5,277.39

Uncleared Transactions

Uncleared Checks and Payments	0 Items	0.00
Uncleared Deposits and Other Credits	0 Items	0.00

New Transactions

Account Balance as of 04/30/2000 (statement closing date)		5,277.39
New Checks and Payments	0 Items	0.00
New Deposits and Other Credits	16 Items	7,432.55
Ending Account Balance		12,709.94

Register

General Fund - Savings Register through 04/30/2000:

Date	No./Ref.	Name	Account	Memo	Amount	C	Balance
04/03/2000			-split-	Deposit	252.40	X	6,958.70
04/03/2000			-split-	Deposit	360.00	X	7,318.70
04/03/2000			-split-	Deposit	346.35	X	7,665.05
04/03/2000	1078	Orange County A...	Transfers to County	revenue trans...	-4,545.30	X	3,119.75
04/03/2000		Sanwa Bank	Return Check Item & ...		-15.00	X	3,104.75
04/04/2000			-split-	Deposit	529.45	X	3,634.20
04/05/2000			-split-	Deposit	400.50	X	4,034.70
04/06/2000			-split-	Deposit	292.01	X	4,326.71
04/09/2000			Cash Register - Copy ...	Deposit	6.55	X	4,333.26
04/10/2000			-split-	Deposit	344.35	X	4,677.61
04/10/2000			-split-	Deposit	412.55	X	5,090.16
04/12/2000			-split-	Deposit	335.19	X	5,425.35
04/12/2000			Typewriter Income	Deposit	3.40	X	5,428.75
04/13/2000			-split-	Deposit	302.00	X	5,730.75
04/13/2000			-split-	Deposit	117.60	X	5,848.35
04/16/2000			Cash Register - Copy ...	Deposit	23.25	X	5,871.60
04/17/2000			-split-	Deposit	127.80	X	5,999.40
04/17/2000			-split-	Deposit	478.90	X	6,478.30
04/18/2000			-split-	Deposit	362.98	X	6,841.28
04/19/2000			-split-	Deposit	240.00	X	7,081.28
04/19/2000			-split-	Deposit	183.95	X	7,265.23
04/19/2000	1079	Orange County A...	Transfers to County	revenue trans...	-4,411.28	X	2,853.95
04/20/2000			-split-	Deposit	434.20	X	3,288.15
04/24/2000			-split-	Deposit	221.95	X	3,510.10
04/25/2000			-split-	Deposit	361.00	X	3,871.10
04/25/2000			-split-	Deposit	164.20	X	4,035.30
04/26/2000			-split-	Deposit	315.35	X	4,350.65
04/27/2000			-split-	Deposit	475.14	X	4,825.79
04/30/2000			Total Capital	Balance Adj...	439.50	X	5,265.29
04/30/2000			Interest Inc - Savings	Interest	12.10	X	5,277.39

Reconciliation Report

Literacy Fund - Savings account reconciled for the period ending 04/30/2000

Cleared Transactions

Previous Balance		3,815.16
Cleared Checks and Payments	0 Items	0.00
Cleared Deposits and Other Credits	1 Items	6.43
Cleared Balance		3,821.59

Uncleared Transactions

Uncleared Checks and Payments	0 Items	0.00
Uncleared Deposits and Other Credits	0 Items	0.00

New Transactions

Account Balance as of 04/30/2000 (statement closing date)		3,821.59
New Checks and Payments	0 Items	0.00
New Deposits and Other Credits	0 Items	0.00
Ending Account Balance		3,821.59

Reconciliation Report

Payroll Checking account reconciled for the period ending 04/30/2000

Cleared Transactions

Previous Balance		10,049.29
Cleared Checks and Payments	43 Items	-43,874.96
Cleared Deposits and Other Credits	2 Items	45,040.00
Cleared Balance		11,214.33

Uncleared Transactions

Uncleared Checks and Payments	6 Items	-1,859.52
Uncleared Deposits and Other Credits	0 Items	0.00

New Transactions

Account Balance as of 04/30/2000 (statement closing date)		9,354.81
New Checks and Payments	0 Items	0.00
New Deposits and Other Credits	0 Items	0.00
Ending Account Balance		9,354.81

Reconciliation Report

Payroll Savings (Int CDs) account reconciled for the period ending 04/30/2000

Cleared Transactions

Previous Balance		3,564.98
Cleared Checks and Payments	0 Items	0.00
Cleared Deposits and Other Credits	1 Items	427.38
 Cleared Balance		 3,992.36

Uncleared Transactions

Uncleared Checks and Payments	0 Items	0.00
Uncleared Deposits and Other Credits	0 Items	0.00

New Transactions

Account Balance as of 04/30/2000 (statement closing date)		3,992.36
New Checks and Payments	0 Items	0.00
New Deposits and Other Credits	0 Items	0.00
 Ending Account Balance		 3,992.36

ACQUISITIONS REPORT FOR THE MONTH OF APRIL, 2000
Prepared by Julia Shook, Technical Services Librarian

	GENERAL FUND		ADOPT-A-BOOK		TOTAL PURCHASED		DONATED		TOTAL ITEMS	
	Amount	Volumes	Amount	Volumes	Amount	Volumes	Value	Volumes	Amount	Volumes
Adult Fiction	861.60	53	0.00	0	861.60	53	179.35	9	1,040.95	62
Adult Circulating Non-Fiction	3,116.64	107	0.00	0	3,116.64	107	519.80	27	3,636.44	134
Adult Reference	145.97	4	0.00	0	145.97	4	0.00	0	145.97	4
Adult Print Continuations	194.98	2	0.00	0	194.98	2	0.00	0	194.98	2
Adult Electronic Continuations	1,191.98	1	0.00	0	1,191.98	1	0.00	0	1,191.98	1
Total Adult Non-Fiction	4,649.57	114	0.00	0	4,649.57	114	519.80	27	5,169.37	141
TOTAL ADULT PRINT MATERIALS	5,511.17	167	0.00	0	5,511.17	167	699.15	36	6,210.32	203
Adult Audio/Music	0.00	0	0.00	0	0.00	0	1,040.00	99	1,040.00	99
Adult Audio Books	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Total Adult Audio	0.00	0	0.00	0	0.00	0	1,040.00	99	1,040.00	99
Adult Video Educational	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Adult Video Entertainment	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Total Adult Video	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Adult Computer Software	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
TOTAL ADULT NON-PRINT MATERIALS	0.00	0	0.00	0	0.00	0	1,040.00	99	1,040.00	99
TOTAL ADULT MATERIALS	5,511.17	167	0.00	0	5,511.17	167	1,739.15	135	7,250.32	302
Juvenile Fiction	0.00	0	49.47	3	49.47	3	0.00	0	49.47	3
Juvenile Circulating Non-Fiction	2,567.87	148	0.00	0	2,567.87	148	17.00	1	2,584.87	149
Juvenile Reference	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Juvenile Print Continuations	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Juvenile Electronic Continuations	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Total Juvenile Non-Fiction	2,567.87	148	0.00	0	2,567.87	148	17.00	1	2,584.87	149
Young Adult Orient (Print & Non-Print)	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
TOTAL JUVENILE PRINT MATERIALS	2,567.87	148	49.47	3	2,617.34	151	17.00	1	2,634.34	152
Juvenile Audio/Music	297.33	22	0.00	0	297.33	22	0.00	0	297.33	22
Juvenile Audio Books	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Total Juvenile Audio	297.33	22	0.00	0	297.33	22	0.00	0	297.33	22
Juvenile Video Educational	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Juvenile Video Entertainment	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Total Juvenile Video	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Juvenile Computer Software	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
TOTAL JUVENILE NON-PRINT MATERIALS	297.33	22	0.00	0	297.33	22	0.00	0	297.33	22
TOTAL JUVENILE MATERIALS	2,865.20	170	49.47	3	2,914.67	173	17.00	1	2,931.67	174
Total Fiction	861.60	53	49.47	3	911.07	56	179.35	9	1,090.42	65
Total Non-Fiction	7,217.44	262	0.00	0	7,217.44	262	536.80	28	7,754.24	290
Total Audio	297.33	22	0.00	0	297.33	22	1,040.00	99	1,337.33	121
Total Video	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Total Computer Software	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
TOTAL MATERIALS	8,376.37	337	49.47	3	8,425.84	340	1,756.15	136	10,181.99	406

OUTSTANDING ORDERS AS OF MAY 1, 2000

General Fund Amount	313,702.29
Adopt-A-Book Amount	31,424.08
TOTAL Amount	345,126.37

ACQUISITIONS REPORT FOR FISCAL YEAR 1999-200 THROUGH THE MONTH OF MARCH 2000
Prepared by Julie Shook, Technical Services Librarian

	GENERAL FUND			ADOPT-A-BOOK			TOTAL PURCHASED			DONATED			TOTAL ITEMS		
	Amount	Volumes	Titles	Amount	Volumes	Titles	Amount	Volumes	Titles	Value	Volumes	Titles	Amount	Volumes	Titles
Adult Fiction	7,647.30	460	442	844.83	46	44	8,492.13	506	486	3,149.50	150	147	11,641.63	656	633
Adult Circulating Non-Fiction	9,899.12	536	523	5,356.10	206	199	15,255.22	742	722	11,681.75	594	539	26,966.97	1,336	1,261
Adult Reference	10,972.58	97	48	195.40	2	2	11,167.98	99	50	2,951.90	118	34	13,519.88	217	84
Adult Print Continuations	194.98	2	2	0.00	0	0	194.98	2	2	0.00	0	0	194.98	2	2
Adult Electronic Continuations	15,301.47	6	6	0.00	0	0	15,301.47	6	6	0.00	0	0	15,301.47	6	6
Total Adult Non-Fiction	36,368.15	641	579	5,551.50	208	201	41,919.65	849	780	14,033.65	712	573	55,953.30	1,561	1,353
TOTAL ADULT PRINT MATERIALS	44,015.45	1101	1101	6,396.33	254	245	50,411.78	1,355	1,266	17,183.15	862	720	67,594.93	2,217	1,986
Adult Audio/Music	0.00	0	0	0.00	0	0	0.00	0	0	1,040.00	99	83	1,040.00	99	83
Adult Audio Books	110.24	0	0	0.00	0	0	110.24	0	0	64.90	2	2	175.14	2	2
Total Adult Audio	110.24	0	0	0.00	0	0	110.24	0	0	1,104.90	101	85	1,215.14	101	85
Adult Video Educational	0.00	0	0	0.00	0	0	0.00	0	0	125.00	7	7	125.00	7	7
Adult Video Entertainment	0.00	0	0	0.00	0	0	0.00	0	0	275.00	13	13	275.00	13	13
Total Adult Video	0.00	0	0	0.00	0	0	0.00	0	0	400.00	20	20	400.00	20	20
Adult Computer Software	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
TOTAL ADULT NON-PRINT MATERIALS	110.24	0	0	0.00	0	0	110.24	0	0	1,504.90	121	105	1,615.14	121	105
TOTAL ADULT MATERIALS	44,125.69	1,101	1,101	6,396.33	254	245	50,522.02	1,355	1,266	18,688.05	983	825	69,210.07	2,338	2,091
Juvenile Fiction	4,505.00	657	357	589.45	35	34	5,094.45	692	391	1,284.00	126	113	6,378.45	818	504
Juvenile Circulating Non-Fiction	8,197.28	474	347	832.51	36	34	9,029.79	510	381	677.94	51	48	9,707.73	561	429
Juvenile Reference	752.27	32	2	0.00	0	0	752.27	32	2	110.00	3	2	862.27	35	4
Juvenile Print Continuations	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Juvenile Electronic Continuations	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Total Juvenile Non-Fiction	8,949.55	506	349	832.51	36	34	9,782.06	542	383	787.94	54	50	10,570.00	596	433
Young Adult Grant (Print & Non-Print)	11,030.35	762	573	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
TOTAL JUVENILE PRINT MATERIALS	24,484.90	1,279	1,279	1,421.96	71	68	14,876.51	1,234	774	2,071.94	180	163	16,948.45	1,414	937
Juvenile Audio/Music	297.33	22	22	92.21	11	9	389.54	33	31	0.00	0	0	389.54	33	31
Juvenile Audio Books	122.52	6	3	0.00	0	0	122.52	6	3	0.00	0	0	122.52	6	3
Total Juvenile Audio	419.85	28	25	92.21	11	9	512.06	39	34	0.00	0	0	512.06	39	34
Juvenile Video Educational	580.08	24	24	362.25	20	20	942.33	44	44	10.00	1	1	952.33	45	45
Juvenile Video Entertainment	369.77	15	15	0.00	0	0	369.77	15	15	0.00	0	0	369.77	15	15
Total Juvenile Video	949.85	39	39	362.25	20	20	1,312.10	59	59	10.00	1	1	1,322.10	60	60
Juvenile Computer Software	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
TOTAL JUVENILE NON-PRINT MATERIALS	1,369.70	67	64	454.46	31	29	1,824.16	98	93	10.00	1	1	1,834.16	99	94
TOTAL JUVENILE MATERIALS	25,854.60	1992	1943	1,876.42	102	97	16,700.67	1332	867	2,081.94	181	164	18,782.61	1513	1031
Total Fiction	12,152.30	1,117	799	1,434.23	81	78	13,586.53	1,198	877	4,433.50	276	260	18,020.03	1,474	1,137
Total Non-Fiction	45,317.70	1,147	928	6,384.01	244	235	51,701.71	1,391	1,163	14,821.59	766	623	66,523.30	2,157	1,786
Total Audio	530.09	28	25	92.21	11	9	622.30	39	34	1,104.90	101	85	1,727.20	140	119
Total Video	949.85	39	39	362.25	20	20	1,312.10	59	59	410.00	21	21	1,722.10	80	80
Total Computer Software	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
TOTAL MATERIALS	58,949.94	2,331	1,791	8,272.75	356	342	67,222.69	2,687	2,133	20,769.99	1,164	989	87,992.68	3,851	3,122

Julie Shook
Julie Shook
Julie Shook

TO: Elizabeth D. Minter, Library Director

FROM: Peggy D. Burkich, Circulation Supervisor *PDB*

DATE: May 24, 2000

SUBJECT: Unique Management Services, Inc. Report for Month of April

This report was received from Unique Management on May 8, 2000.

Attachment A is enclosed.

A summary of the current status is as follows:

FY 1998-99	# New Accounts Submitted	Total # Active Accounts	# Paid In Full Curr. Month	Amount Received Curr. Month	# Written Off Suspended Curr. Month
July	0	69	10	292.01	20
August	28	57	3	116.85	10
September	12	79	4	319.65	15
October	32	92	9	532.75	11
November	4	99	7	412.49	4
December	10	109	7	413.30	4
January	16	116	3	154.60	8
February	12	121	4	268.21	0
March	24	133	4	339.10	8
April	14	140	2	202.50	5
May					
June					
TOTAL YTD	152	1015	53	3,051.46	85

Unique Management Services
STATUS OF ACCOUNTS REPORT
Accounts Listed Thru 04/30/00

Time Run: 06:41PM
Date Run: APR 30 2000

Attn: MS PEGGY BURKICH
PLACENTIA LIBRARY DISTRICT
411 EAST CHAPMAN AVENUE
PLACENTIA, CA 92870

Client Number: 286

Client Name: PLACENTIA LIBRARY DISTRICT

Accounts Submitted	:	251	Dollars Submitted	:	22,219.99	Dollars Received	:	4,565.86
Bankruptcies	:	0	Dollars in Bankruptcy	:	.00	Material Returned	:	4,523.58
Incorrect Addresses	:	36	Dollars in Skips	:	2,503.58	Dollars Waived	:	1,155.73
Patron Disputes/Suspends	:	1	Dollars in Dispute	:	.00	Total Activated	:	13,501.98
Accounts in Process	:	214	Dollars in Process	:	19,205.82	% of Dollars Activated	:	70.30%
# of Accounts Activated	:	138						
% of Accounts Activated	:	64.49%						

TO: Library Board of Trustees
 FROM: Elizabeth D. Minter, Library Director *ELM*
 DATE: May 24, 2000
 SUBJECT: **DEBIT CARD SYSTEM REIMBURSEMENT APRIL, 2000**

SUMMARY OF PRINTER/COPIER ACCOUNTS APRIL, 2000

Beginning Balance 3/31/00			(\$4,089.94)
	<u>Income</u>	<u>Expend.</u>	
Total Deposits in	436.95		
Total Loans from Literacy Fund	0.00		
Total Materials & Supplies		0.00	
Total Repairs		0.00	
Total Copier Paper Expense		0.00	
Total Copier Lease Payments in April		446.34	
Total Copier Maintenance Payment in April		229.65	
Debit Card System Loan Payback		0.00	
	<u>436.95</u>	<u>675.99</u>	
Ending Balance 4/30/00			<u>(\$4,328.98)</u>
April payment			\$ 0.00

**** NO PAYMENT WILL BE MADE UNTIL APRIL 2001 ****

SUMMARY OF PRINTER/COPIER LOAN ACTIVITY

Loan Amount as of 10/3/96 (Fund 702)	16,559.50
Loan Repayment through 4/30/00	(8,565.48)
Loan Amount as of 4/30/00 (Literacy Fund)	7,700.00
April Payment (Fund 702)	0.00
April Payment (Literacy Fund)	0.00
Balance 4/30/00	<u>\$ 15,694.02</u>

Prepared by: Wendy Goodson



TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *edm*
DATE: May 24, 2000
SUBJECT: GIFT REPORT

The following gifts were received from Apr 1, 2000 through April 30, 2000.

Munson, Cronick & Associates	\$65.00
Robert Suda	\$60.00

TOTAL AAB DONATIONS \$125.00

Gifts in Kind
Glenn Baldwin

TOTAL ALL DONATIONS \$125.00

(

1000

1000

1000

1000

1000

1000

1000

1000

1000

1000

1000

1000

1000

1000

(

(

TO: Library Board of Trustees

FROM: Elizabeth D. Minter, Library Director *edm*

DATE: May 24, 2000

SUBJECT: BUILDING MAINTENANCE REPORT FOR APRIL, 2000

1. **Air Conditioning** – IEC continues to do periodic checks of chillers and reading meters regularly. Bear State was notified by certified mail that the service contract through April 2000 would not be renewed. Return receipt for notification was received on March 16, 2000.
2. **Electrical** – Causey Electric completed doing electric work for computer capability in storage area for the ongoing History Room Project. Also, electrical connections to the HVAC timer controls were adjusted for the Administrative Offices and Meeting Room to work correctly.
3. **History Room Project** – Contractors from the City of Placentia continued the renovation of the storage area. The original one room is now three separate rooms. Painting will be completed in May.
4. **Cabling** - SPS Data Communications installed cabling to the History Room to accommodate computers and phonelines.

Prepared by: Wendy Goodson

TO: Library Board of Trustees
FROM: Elizabeth Minter, Library Director *EM*
DATE: May 24, 2000
SUBJECT: **PERSONNEL REPORT FOR APRIL, 2000**

RESIGNATIONS:

None

APPOINTMENTS:

None

OPEN POSITIONS:

None

Prepared by: Wendy Goodson



TO: Elizabeth Minter, Library Director
 FROM: Cheryl Willauer, Volunteer Coordinator
 SUBJECT: Volunteer Report for the Month of April 2000

CUMULATIVE RECORD OF VOLUNTEER WORK HOURS

REGULAR	FY99/00 April	FY99/00 YTD	Starting	Cumulative
Andrade, Linda	8.00	71.00	9/95	431.25
Angulano, Eva	2.00	5.00	3/00	5.00
Backes, Theresa	2.00	39.50	6/98	144.25
Brown, Bill	0.00	5.50	8/99	5.50
Chou, Tzu-Shiu	1.00	24.00	2/00	24.00
Chou, Yi-Sern	0.00	5.50	2/00	5.50
Clugston, Patricia	10.50	61.50	6/98	116.50
Cravotta, Leo	8.25	38.50	5/99	39.50
Dell, Lyla	5.75	114.25	8/98	366.75
Farkas, Ted	3.00	9.50	10/98	28.50
Fioroni, Pete	0.00	29.00	3/97	182.00
Fioroni, Ruth	0.00	10.00	3/97	158.00
Fitzgerald, Joan	9.00	104.25	10/93	1,787.75
Godwin, Nita	8.00	68.00	2/98	215.25
Hemmerling, Barbara	0.00	21.25	10/95	314.50
Hochman, Sue	0.00	63.50	1/98	180.00
Horrocks, Marjorie	2.00	30.00	10/95	227.00
Hyams, Rose	9.00	112.00	7/98	336.00
Irot, Pat	25.00	258.75	2/98	1,297.75
Jertberg, Pat	20.00	135.50	4/98	271.75
Livezey, Jane	4.50	65.50	4/96	414.50
McGuire, Gloria	0.00	2.50	9/99	2.50
Mignot, John	0.00	25.25	6/98	60.75
Mignot, Shirley	8.25	73.50	9/95	410.75
Myers, Claire	13.00	142.00	10/95	805.00
Olson, Bob	1.75	32.75	9/95	273.00
Pence, Thomas	8.00	69.25	1/99	98.75
Project Independence	23.00	200.25		426.00
Robb, Barbara	0.00	6.50	7/98	38.00
Robbins, Kate	0.00	12.50	11/99	15.50
Rodriguez, Carmen	0.00	13.00	2/00	13.00
Schlichter, Allan	8.00	79.00	10/93	620.50
Schmidt, Marie	20.00	141.50	4/98	221.25
Schwartzkopf, Jan	0.00	10.50	6/99	22.25
Shaw, Dixie	1.00	14.50	5/94	158.50
Stark, Allan	2.00	8.00	4/97	40.00
Stark, Saundra	5.00	23.00		210.75
Vaughn, Judy	6.50	59.25	8/99	59.25
Walker, Jim	0.00	4.50	9/99	4.50
Walker, Virginia	0.00	4.50	3/99	111.50
Wymer, Betty	11.50	113.50	1/98	565.00
J.T.P.A. / Job Training Partnership Act	0.00	120.00		1,170.50
S.T.E.P. / Senior Training & Employment Program	80.00	984.00		6,537.75
TOTAL	306.00	3,411.75		18,416.25

TEMPORARY VOLUNTEERS

	FY99/00			FY99/00	
	April	YTD		April	YTD
Ahmed, Amin	0.00	12.00	Kim, Jessica	0.00	4.50
Alam, Antara	0.00	3.50	Le, Stephanie	0.00	31.75
Alpert, David	0.00	1.00	Lee, Alexander	17.25	17.25
Baek, Jisco	9.00	15.50	Lee, Paihan	0.00	18.00
Barraza, Laura	0.00	1.00	Levreault, Michelle	0.00	2.00
Bone, Shawnda	9.00	57.75	Lim, Esther	0.00	4.50
Brudenbaker	0.00	2.25	Lopez, Julio	0.00	22.50
Burke, Marsha	0.00	10.25	Luna, Laura	0.00	18.25
Bui, Jennifer	0.00	32.00	Margary, Gale	0.00	9.00
Cai, Quynhvy	0.00	40.00	Marghard, Yvonne	0.00	6.00
Cai, Hoangvy	0.00	31.00	Martinez, Alberto	0.00	22.50
Canseco, Demetri	0.00	3.00	Martinez, Carlos	0.00	3.00
Carlas, Edwin	3.00	3.00	Martinez, Josh	0.00	39.00
Carlas, Melinda	5.00	5.00	Matta, Manuel	9.00	78.75
Carlas, Rosario	5.00	5.00	Medina, Janice	5.00	5.00
Carrillo, Fernando	18.00	24.00	Medina, Josh	2.00	2.00
Carrillo, Francisco	18.00	24.00	Molina, Enlo	6.00	16.00
Castro, Cheyenne	0.00	2.50	Moran, Alma	8.50	8.50
Castro, Miguel	8.75	40.75	Nguyen, Cindy	0.00	20.00
Cassidy, Chris	0.00	1.50	Nguyen, Don	0.00	41.00
Cervantes, Alberto	0.00	6.00	Nguyen, Trung	0.00	10.00
Cervantes, Maria	6.00	28.00	Noble, Luciano	8.00	8.00
Chavez, Alfredo	0.00	14.25	Nogales, Jenny	0.00	14.00
Cheam, Makyka	0.00	16.00	Ocana, Nick	0.00	60.00
Cho, Soonj	0.00	13.00	Oakins, Cindy	0.00	3.00
Chopra, Kunal	0.00	28.00	Ohan, Darleen	3.00	3.00
Chu, Tim	0.00	3.50	Ortiz, Christina	12.50	30.00
Cooper, Hamilton	0.00	30.25	Osorio, Ariadna	0.00	23.00
Davenport, Meg	0.00	16.00	Padilla, Erica	0.00	4.50
De Carlo, Joey	0.00	8.50	Patel, Krunal	0.00	20.00
Delcon, Noel	0.00	3.00	Peck, Jean	0.00	3.00
DeViliez, Jennifer	0.00	36.50	Perry, Maria	0.00	4.50
Diaz, Jeannie	0.00	19.00	Pham, Nhu	0.00	7.75
Elizondo, Evelyn	11.00	11.00	Pina, Richard	5.50	24.50
Falcon, Maria	0.00	17.75	Pina, Christina	0.00	4.50
Fluss, Michelle	0.00	3.00	Rabadan, Jessica	5.25	5.25
Ford, Melissa	23.00	23.00	Reed, Renee	0.00	3.00
Garcia, Elizabeth	5.25	14.25	Rivera, Patricia	7.75	7.75
Garcia, Innocente	12.00	32.00	Robertson, Jessica	0.00	10.00
Garry, Kevin	0.00	61.00	Rorex, Jamie	6.00	24.00
Gil, Alicia	0.00	14.50	Rote, Justin	9.50	9.50
Gomez, Jessica	0.00	10.00	Runyon, Beth	0.00	18.00
Gonzales, Omar	15.00	32.00	Sabandith, Kane	0.00	8.00
Gonzalez, Jenny	5.50	5.50	Shah, Janki	0.00	60.25
Grim, Cindy	0.00	6.00	Sung, (Alice) Chi	0.00	21.00
Grim, Lisa	0.00	6.00	Tran, David	0.00	64.00
Guzzi, Rebecca	0.00	4.50	Tran, Duyen	6.00	19.25
Hanizavareh, Sheri	0.00	21.00	Tran, Joey	0.00	5.75
Hasirauni, Layal	0.00	10.25	Uiloa, Fabiola	0.00	6.50
Hameit, Tom	2.50	21.75	Valadez, Violette	0.00	38.25
Hernandez, A. J.	0.00	18.00	Vasquez, Joel	0.00	9.00
Hernandez, Anabel	6.00	6.00	Vidharkom, Tammy	0.00	4.50
Hernandez, Freddy	0.00	19.50	Villanoeva, Jorge	0.00	20.25
Hernandez, Mia	0.00	3.00	Walcek, Angela	0.00	4.50
Hernandez, Ricardo	5.50	8.50	Wang, Grace	0.00	12.00
Hibino, Satoko	0.00	9.50	Wang, Shuan	0.00	16.50
Ho, Irene	0.00	3.50	Whaten, Mark	0.00	3.00
Jucker, Kristler	0.00	6.00	White, Kelly	14.00	14.00
Keyuravong, Francis	0.00	12.00	White, Nick	7.00	7.00
Kim, Jangho	0.00	2.50	Yada, Julie	5.00	12.50
TOTAL	167.50	1,516.50	TOTAL	137.25	991.00

LVA VOLUNTEERS

Literacy Volunteer Hours 632.00

TOTAL VOLUNTEERS HOURS

1,242.75

REGULAR VOLUNTEERS are committed to an on-going program each week
 LITERACY VOLUNTEERS are involved in tutoring and other volunteer projects for the Literacy Campaign.
 TEMPORARY VOLUNTEERS are working for a project in school, church, scouts, or court referral cases.

	Regular/Temp. Volunteers			Literacy Volunteers		
	FY97/98	FY98/99	FY99/00	FY97/98	FY98/99	FY99/00
July	898.50	929.00	601.25	818.00	449.00	222.00
August	864.25	919.25	885.00	405.00	427.00	202.00
September	433.00	531.75	471.25	376.00	261.00	220.00
October	488.00	497.00	490.00	435.00	332.00	458.50
November	492.75	443.75	368.00	369.00	345.00	425.00
December	556.00	312.25	330.50	273.00	179.00	178.00
January	558.25	413.75	397.00	301.00	242.00	142.00
February	533.50	372.00	598.25	450.00	504.00	530.00
March	687.00	478.75	616.25	398.00	347.00	595.00
April	594.00	601.75	610.75	383.00	265.00	632.00
May	453.50	423.25		480.00	348.00	
June	805.25	543.25		317.00	283.00	

Placentia Library District
Circulation Report
MAY 24, 2000

	FY99-00 YTD	FY98-99 YTD	% CHANGE FY99 TO FY00	FY99-00 APRIL 00	FY98-99 APRIL 99
1st Time Checkouts	119,183	117,401	1.52%	12,513	1,168
Phone Renewals	18,276	14,690	24.41%	2,150	1,857
In-Building Renewals	3,419	5,999	-43.01%	395	390
Total Renewals	21,695	20,689	4.86%	2,545	2,406
TOTAL CHECKOUTS	140,878	138,090	2.02%	15,058	13,929
On-Time Checkins	114,272	111,102	2.85%	12,547	10,808
Late Checkins	21,129	23,171	-8.81%	2,562	2,489
TOTAL CHECKINS	135,401	134,273	0.84%	15,109	13,297
Holdings Placed	2,673	2,778	-3.78%	241	275
Holdings Cancelled	534	591	-9.64%	57	62
Holdings Filled	2,562	2,648	-3.25%	227	267
Holdings Expired	18	20	-10.00%	2	1
Overdue Items	8,255	8,626	-4.30%	1,059	1,046
Overdue Notices	3,632	3,640	-0.22%	446	431
Billing Notices	4,162	4,341	-4.12%	505	511
Patrons Registered	2,916	2,617	11.43%	261	231
Titles Added	8,443	7,680	9.93%	1,232	1,116
Volumes Added	15,319	9,433	62.40%	1,936	1,557
CIRCULATION BY TYPE OF MATERIAL					
Adult Print	62,036	61,991	0.07%	6,503	6,172
Juvenile Print	69,144	66,234	4.39%	7,424	6,734
Total Print	131,180	128,225	2.30%	13,927	12,906
Audio	4,948	4,390	12.71%	497	175
Visual	6,290	6,222	1.09%	427	619
Equipment	0	0	0.00%	0	0
Total Audio Visual	11,238	10,612	5.90%	924	794
TOTAL CIRCULATION	140,878	138,090	2.02%	15,058	13,929
Placentia Circulation	88,541	85,126	4.01%	9,273	8,761
% Placentia Circulation	62.17%	61.31%	1.40%	62.44%	64.09%
Anaheim/Yorba Linda Circulation	27,267	26,966	1.12%	3,099	2,918
% Anaheim/Yorba Linda Circulation	19.15%	19.42%	-1.39%	20.87%	20.64%
TYPES OF ACTIVE BORROWERS					
Adult	93,838	91,872	2.14%	10,265	9,236
Young Adult	3,945	3,794	3.98%	481	420
Juvenile	33,688	34,159	-1.38%	3,350	3,388
New Borrower	10,947	9,013	21.46%	962	887
Non Resident	0	0	0.00%	0	0
Other	0	0	0.00%	0	0
TOTAL ACTIVE BORROWERS	142,418	138,838	2.58%	15,058	13,931
TOTAL REGISTERED BORROWERS	22,457	27,447	-18.18%	22,457	27,447
ATTENDANCE	343,620	254,046	35.26%	30,387	28,774
Adult Reference - In Building	8,972	10,855	-17.35%	976	1,080
Adult Reference - Telephone	1,855	2,497	-25.71%	175	176
Children's Reference - In Building	5,792	5,335	8.57%	455	503
Children's Reference - Telephone	295	419	-29.59%	32	26
Total Adult Reference	10,827	13,352	-18.91%	1,151	1,256
Total Children's Reference	6,087	5,754	5.79%	487	529
Total In Building Reference	14,764	16,190	-8.81%	1,431	1,583
Total Telephone Reference	2,150	2,916	-26.27%	207	202
TOTAL REFERENCE	16,914	19,106	-11.47%	1,638	1,785



PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees

FROM: Elizabeth D. Minter, Library Director *EDM*

SUBJECT: Minutes of the Executive Committee of the Independent Special Districts of Orange County (ISDOC) of April 4, 2000

DATE: May 24, 2000

The ISDOC Executive Committee Meeting for the month of April was cancelled.

CITY OF PLACENTIA INVOICES

PERIOD COVERED FY1997-1998	DATE INVOICE	S. CA EDISON	TURF	GROUNDS	MAINT/ REPAIRS	CIV CTR FIRE INS	CIV CTR BONDS	TOTAL
Jul-97	9/3/97	4,771.45	854.45	640.71				6,266.61
Aug-97	10/9/97	4,546.43	818.47	644.94				6,009.84
Sep-97	10/28/97	4,629.79	818.37	764.59				6,212.75
Oct-97	12/8/97	3,517.79	818.37	753.82	430.00			5,519.98
Nov-97	2/5/98	3,139.17	818.37	763.59	171.26			4,892.39
Dec-97	2/5/98	3,020.48	818.37	756.00	286.25			4,881.10
Jan-98	3/3/98	2,802.37	818.37	796.49	107.50			4,524.73
Feb-98	4/29/98	2,883.17	818.37	792.01	195.64			4,689.19
Mar-98	5/4/98	2,860.41	818.37	677.41	342.54			4,698.73
Apr-98	6/10/98	3,179.79	818.37	774.94	283.78			5,056.88
May-98	7/9/98	3,048.03	818.37	767.49	107.50			4,741.39
Jun-98	8/4/98	4,161.55	818.37	763.01	107.50			5,850.43
TOTAL		42,560.43	9,856.62	8,895.00	2,031.97	0.00	0.00	63,344.02
AVG		3,546.70	821.39	741.25	169.33			5,278.67

PERIOD COVERED FY1998-1999	DATE INVOICE	S. CA EDISON	TURF	GROUNDS	MAINT/ REPAIRS	CIV CTR SEISMIC	CIV CTR BONDS	TOTAL
Jul-98	9/10/98	0.00	818.37	763.01	107.50			1,688.88
Aug-98	10/13/98	0.00	818.37	761.44	107.50			1,687.31
Sep-98	10/15 & 11/10	15,065.20	958.00	760.98	107.50			16,891.68
Oct-98	12/9/98	6,164.57	818.37	0.00	129.91			7,112.85
Nov-98	1/6/98	0.00	818.37	1,666.85	0.00			2,485.22
Dec-98	2/4/99	2,884.98	818.37	802.75	107.50			4,613.60
Jan-99	3/8/99	2,921.46	818.37	743.32	107.50	3,357.52		7,948.17
Feb-99	3/31/99	3,032.51	818.37	805.98	107.40		2,364.10	7,128.36
Mar-99	4/28/99	3,009.57	892.35	828.49	0.00			4,730.41
Apr-99	6/10/99	3,062.45	833.46	833.96	281.45			5,011.32
May-99	7/7/99	3,302.65	839.51	826.51	107.50			5,076.17
Jun-99	8/1/99	4,547.44		871.47	107.50			5,526.41
TOTAL		43,990.83	9,251.91	9,664.76	1,271.26	3,357.52	2,364.10	69,900.38
AVG		3,665.90	841.08	805.40	105.94			5,825.03

PERIOD COVERED FY1999-2000	DATE INVOICE	S. CA EDISON	TURF	GROUNDS	MAINT/ REPAIRS	CIV CTR SEISMIC	CIV CTR BONDS	TOTAL
Jul-99	9/1/99	4,991.68	818.37	864.99	107.50			6,782.54
Aug-99	10/7/99	4,956.38	818.37	870.23	107.50			6,752.48
Sep-99	10/27/99	4,392.31	818.37	863.76	107.50			6,181.94
Oct-99	12/7/99		818.37	829.49	107.50			1,755.36
Nov-99	1/11/00	6,410.86	818.37	831.73	314.56			8,375.52
Dec-99	2/3/00	2,340.88	969.36	1,030.18	107.50			4,447.92
Jan-00	3/1/00	1,405.10	0.00	1,026.95	107.50			2,539.55
Feb-00	3/30/00	2,460.49	863.92	717.50	720.00			4,761.91
Mar-00	4/26/00	2,272.78	1,727.84	608.66	107.50			4,716.78
Apr-00								0.00
May-00								0.00
Jun-00								0.00
TOTAL		29,230.48	7,652.97	7,643.49	1,787.06	0.00	0.00	46,314.00
AVG		3,247.83	850.33	849.28	198.56			5,146.00

TOTAL DOLLARS SPENT

FY1997-1998	LABOR	EQUIPMENT	MATERIAL	TOTAL	50% LIBRARY
Jul-97	1,090.00	174.00	17.41	1,281.41	640.71
Aug-97	1,090.00	174.00	25.87	1,289.87	644.94
Sep-97	1,284.22	204.00	40.96	1,529.18	764.59
Oct-97	1,284.22	204.00	19.51	1,507.73	753.87
Nov-97	1,284.22	204.00	38.96	1,527.18	763.59
Dec-97	1,284.22	204.00	23.88	1,512.10	756.05
Jan-98	1,315.54	264.00	13.44	1,592.98	796.49
Feb-98	1,315.54	264.00	4.48	1,584.02	792.01
Mar-98	1,171.84	174.00	8.97	1,354.81	677.41
Apr-98	1,315.54	204.00	30.34	1,549.88	774.94
May-98	1,315.54	204.00	15.43	1,534.97	767.49
Jun-98	1,315.54	204.00	6.48	1,526.02	763.01
TOTAL	15,066.42	2,478.00	245.73	17,790.15	8,895.08
AVG	1,255.54	206.50	20.48	1,482.51	741.26

TOTAL DOLLARS SPENT

FY1998-1999	LABOR	EQUIPMENT	MATERIAL	TOTAL	50% LIBRARY
Jul-98	1,315.54	204.00	6.48	1,526.02	763.01
Aug-98	1,315.54	189.00	18.33	1,522.87	761.44
Sep-98	1,315.54	189.00	17.41	1,521.95	760.98
Oct-98	1,315.54	189.00	19.41	1,523.95	761.98
Nov-98	1,367.26	438.00	4.48	1,809.74	904.87
Dec-98	1,315.54	279.00	10.95	1,605.49	802.75
Jan-99	1,263.22	204.00	19.41	1,486.63	743.32
Feb-99	1,315.54	279.00	17.41	1,611.95	805.98
Mar-99	1,440.04	204.00	12.94	1,656.98	828.49
Apr-99	1,440.04	204.00	23.88	1,667.92	833.96
May-99	1,440.04	204.00	8.97	1,653.01	826.51
Jun-99	1,441.04	281.00	21.89	1,743.93	871.97
TOTAL	16,284.88	2,864.00	181.56	19,330.44	9,665.22
AVG	1,357.07	238.67	15.13	1,610.87	805.44

TOTAL DOLLARS SPENT

FY1999-2000	LABOR	EQUIPMENT	MATERIAL	TOTAL	50% LIBRARY
Jul-99	1,440.04	279.00	10.94	1,729.98	864.99
Aug-99	1,440.04	281.00	19.41	1,740.45	870.23
Sep-99	1,440.04	281.00	6.48	1,727.52	863.76
Oct-99	1,440.04	206.00	12.94	1,658.98	829.49
Nov-99	1,440.04	204.00	19.41	1,663.45	831.73
Dec-99	1,723.42	324.00	12.94	2,060.36	1,030.18
Jan-00	1,732.42	324.00	6.48	2,062.90	1,031.45
Feb-00	1,194.52	234.00	6.48	1,435.00	717.50
Mar-00	976.84	234.00	6.48	1,217.32	608.66
Apr-00				0.00	0.00
May-00				0.00	0.00
Jun-00				0.00	0.00
TOTAL	12,827.40	2,367.00	101.56	15,295.96	7,647.98
AVG	1,425.27	263.00	11.28	1,699.55	849.78

DOLLARS BY TYPE OF WORKER

FY1997-1998	SUPERVISOR	CREWLEAD	SWEEPER	TRIMMER	MAINT WORK	TOTAL
Jul-97	262.08	216.00	51.04	0.00	560.88	1,090.00
Aug-97	262.08	216.00	51.04	0.00	560.88	1,090.00
Sep-97	262.08	270.00	51.04	0.00	701.10	1,284.22
Oct-97	262.08	270.00	51.04	0.00	701.10	1,284.22
Nov-97	262.08	270.00	51.04	0.00	701.10	1,284.22
Dec-97	262.08	270.00	51.04	0.00	701.10	1,284.22
Jan-98	267.92	276.80	52.32	0.00	718.50	1,315.54
Feb-98	267.92	276.80	52.32	0.00	718.50	1,315.54
Mar-98	267.92	276.80	52.32	0.00	574.80	1,171.84
Apr-98	267.92	276.80	52.32	0.00	718.50	1,315.54
May-98	267.92	276.80	52.32	0.00	718.50	1,315.54
Jun-98	267.92	276.80	52.32	0.00	718.50	1,315.54
TOTAL	3,180.00	3,172.80	620.16	0.00	8,093.46	15,066.42
AVG	265.00	264.40	51.68	0.00	674.46	1,255.54

DOLLARS BY TYPE OF WORKER

FY1998-1999	SUPERVISOR	CREWLEAD	SWEEPER	TRIMMER	MAINT WORK	TOTAL
Jul-98	267.92	276.80	52.32	0.00	718.50	1,315.54
Aug-98	267.92	276.80	52.32	0.00	718.50	1,315.54
Sep-98	267.92	276.80	52.32	0.00	718.50	1,315.54
Oct-98	267.92	276.80	52.32	0.00	718.50	1,315.54
Nov-98	267.92	276.80	52.32	51.72	718.50	1,367.26
Dec-98	267.92	276.80	52.32	0.00	718.50	1,315.54
Jan-99	267.92	276.80	0.00	0.00	718.50	1,263.22
Feb-99	267.92	276.80	52.32	0.00	718.50	1,315.54
Mar-99	298.24	300.10	56.90	0.00	784.80	1,440.04
Apr-99	298.24	300.10	56.90	0.00	784.80	1,440.04
May-99	298.24	300.10	56.90	0.00	784.80	1,440.04
Jun-99	298.24	300.10	56.90	0.00	784.80	1,440.04
TOTAL	3,336.32	3,414.80	593.84	51.72	8,887.20	16,283.88
AVG	278.03	284.57	49.49	4.31	740.60	1,356.99

DOLLARS BY TYPE OF WORKER

FY1999-2000	SUPERVISOR	CREWLEAD	SWEEPER	TRIMMER	MAINT WORK	TOTAL
Jul-99	298.24	300.10	56.90	0.00	784.80	1,440.04
Aug-99	298.24	300.10	56.90	0.00	784.80	1,440.04
Sep-99	298.24	300.10	56.90	0.00	784.80	1,440.04
Oct-99	298.24	300.10	56.90	0.00	784.80	1,440.04
Nov-99	298.24	300.10	56.90	0.00	784.80	1,440.04
Dec-99	310.16	374.52	59.18	0.00	979.50	1,723.36
Jan-00	310.16	374.52	59.18	0.00	979.56	1,723.42
Feb-00	232.62	249.68	59.18	0.00	653.04	1,194.52
Mar-00	232.62	249.68	59.18	0.00	435.36	976.84
Apr-00						0.00
May-00						0.00
Jun-00						0.00
TOTAL	2,576.76	2,748.90	521.22	0.00	6,971.46	12,818.34
AVG	286.31	305.43	57.91	0.00	774.61	1,424.26

TIME BY TYPE OF WORKER

FY1997-1998	SUPERVISOR	CREWLEAD	SWEEPER	BLDG MAINT		TOTAL
				TRIMMER	MAINT WORK	
Jul-97	8.00	8.00	2.00	0.00	24.00	42.00
Aug-97	8.00	8.00	2.00	0.00	24.00	42.00
Sep-97	8.00	10.00	2.00	0.00	30.00	50.00
Oct-97	8.00	10.00	2.00	0.00	30.00	50.00
Nov-97	8.00	10.00	2.00	0.00	30.00	50.00
Dec-97	8.00	10.00	2.00	0.00	30.00	50.00
Jan-98	8.00	10.00	2.00	0.00	30.00	50.00
Feb-98	8.00	10.00	2.00	0.00	30.00	50.00
Mar-98	8.00	10.00	2.00	0.00	24.00	44.00
Apr-98	8.00	10.00	2.00	0.00	30.00	50.00
May-98	8.00	10.00	2.00	0.00	30.00	50.00
Jun-98	8.00	10.00	2.00	0.00	30.00	50.00
TOTAL	96.00	116.00	24.00	0.00	342.00	578.00
AVG	8.00	9.67	2.00	0.00	28.50	48.17

TIME BY TYPE OF WORKER

FY1998-1999	SUPERVISOR	CREWLEAD	SWEEPER	BLDG MAINT		TOTAL
				TRIMMER	MAINT WORK	
Jul-98	8.00	10.00	2.00	0.00	30.00	50.00
Aug-98	8.00	10.00	2.00	0.00	30.00	50.00
Sep-98	8.00	10.00	2.00	0.00	30.00	50.00
Oct-98	8.00	10.00	2.00	0.00	30.00	50.00
Nov-98	8.00	10.00	2.00	2.00	30.00	52.00
Dec-98	8.00	10.00	2.00	0.00	30.00	50.00
Jan-99	8.00	10.00	0.00	0.00	30.00	48.00
Feb-99	8.00	10.00	2.00	0.00	30.00	50.00
Mar-99	8.00	10.00	2.00	0.00	30.00	50.00
Apr-99	8.00	10.00	2.00	0.00	30.00	50.00
May-99	8.00	10.00	2.00	0.00	30.00	50.00
Jun-99	8.00	10.00	2.00	0.00	30.00	50.00
TOTAL	96.00	120.00	22.00	2.00	360.00	600.00
AVG	8.00	10.00	1.83	0.17	30.00	50.00

TIME BY TYPE OF WORKER

FY1999-2000	SUPERVISOR	CREWLEAD	SWEEPER	BLDG MAINT		TOTAL
				TRIMMER	MAINT WORK	
Jul-99	8.00	10.00	2.00	0.00	30.00	50.00
Aug-99	8.00	10.00	2.00	0.00	30.00	50.00
Sep-99	8.00	10.00	2.00	0.00	30.00	50.00
Oct-99	8.00	10.00	2.00	0.00	30.00	50.00
Nov-99	8.00	10.00	2.00	0.00	30.00	50.00
Dec-99	8.00	12.00	2.00	0.00	36.00	58.00
Jan-00	8.00	12.00	2.00	0.00	36.00	58.00
Feb-00	6.00	8.00	2.00	0.00	24.00	40.00
Mar-00	6.00	8.00	2.00	0.00	16.00	32.00
Apr-00						0.00
May-00						0.00
Jun-00						0.00
TOTAL	68.00	90.00	18.00	0.00	262.00	438.00
AVG	7.56	10.00	2.00	0.00	29.11	48.67

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *EDM*
SUBJECT: Status Report on the Placentia History Room project with the City of Placentia
DATE: May 24, 2000

The painting and flooring for the Placentia History Room and Work Room have been completed.

The request for a shelving bid for the History Room has been processed.

It is anticipated that the existing furniture will be moved into the Work Room by the end of May.

The City funds allocated for the project, including the shelving, have been used. City staff has suggested using a City grant writer (a contract employee) to prepare several applications for additional funding to purchase the equipment for the project. The District will also be eligible to apply for a digitization grant through the State Library that will include some of the equipment requested by the History Room Committee.

City staff has made arrangements with a local developer to provide the cabinets and work counters as a contribution to the project.

CSDA FAX MEMORANDUM

1121 L Street, Suite 508
Sacramento, CA 95814
(916) 442-7887/(916) 442-7889 fax

LEGISLATIVE FAX 00-3

To: CSDA 2000 Legislative Committee

From: Kit Carter, Chair

Date: May 9, 2000

Re: See Below

Apologies again for canceling our April 11, 2000 committee meeting. Because of the craziness with the numerous committee meetings going on in the Capitol, Ralph was simply not available. And for those who attended our meeting on Thursday, April 27, we experienced that it can always be a question (Ralph was "summoned" to Senator Peace's office for an hour in the middle of our committee meeting).

Well, this year seems to be shaping up as the "year of reports." Below is a list of all of the reports of interest:

Growth Within Bounds: Commission on Governance for the 21st Century
www.clg21.ca.gov

Special Districts: Relics of the Past or Resources for the Future?
www.lhc.ca.gov

Speaker's Commission on State & Local Government Finance
www.speaker.metroforum.org

SMART Task Force – State Controller's Office
www.sco.ca.gov

Reconsidering AB 8 – Legislative Analyst Office
www.lao.ca.gov

As you may recall, CSDA Legislative Advocate Ralph Heim has been involved in a working group on AB 2838 (bill carrying recommendations from the CLG21st). The working group held its final meeting on May 4, 2000. Speaker Hertzberg's staff and CLG21 staff Ben Williams will craft the amendments that were developed as consensus

among the working group members. If the amendments reflect our input, it is likely that we will be able to fully support the bill. The bill is pending in the Assembly Appropriations Committee and when amended and passed, will be referred back to the Assembly Local Government Committee for a hearing.

The Little Hoover Commission report is out (see report #2). This report makes for interesting reading but the media, as usually cherry picked the more juicy parts and it remains to be seen if it will be used (especially in context) by legislators. Read this one if you can.

Another "current process" to be aware of is the Conference Committee on AB 1396 (local government finance). Committee members include: Senator Steve Peace (co-chair), Assembly Member Dion Aroner (co-chair), Assembly Member John Longville, Assembly Member George Runner, Senator Don Perata, and Senator Charles Poochigian. The Committee has met twice (May 2, 2000 and May 8, 2000). The first hearing was an opportunity for local government representatives to answer the question "What is the problem?" as we discussed at our last Legislative Committee meeting. Yesterday's hearing was an opportunity for other stakeholders (CA Chamber of Commerce, CA Business Properties Association, CA Tax Reform, CA Taxpayers, CA Budget Project and Howard Jarvis Taxpayers) to answer the same question. Following yesterday's formal presentations, the Committee members and "stakeholders" switched seats - the legislators sat in the chair of the presenters and the presenters (including Ralph) were invited to sit in the legislators' podium chairs to see if each could get a different perspective on the problem and stimulate new discussion. CSDA President Rita Velasquez has formed what I call a "swat team" at Ralph's request for the purpose of providing him with instant support and input relative to his future interactions with this committee. The swat team is composed of CSDA Directors Chuck Beesley, Michael Glaze, William Miller, Harry Ehrlich, and Kit Carter.

Our next Committee meeting is tentatively scheduled for Thursday, June 8, 2000. We will be contacting you as soon as possible with final confirmation.

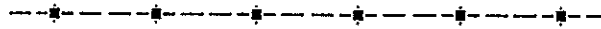
Please contact either Catherine or me if you have any questions.

Thanks!

LEGISLATIVE ALERT

This first section is reserved for the CSDA "Grassroots Network", a means of alerting members about pending action on important legislation and asking for your **immediate help** in contacting the author or committee.

(There are no Leg Alerts at this time)



2000 Legislative Positions

The CSDA Legislation Committee reviews numerous bills each year that may be of interest to members. Board ratified *positions* are taken on most of them in March after which the Committee monitors progress until their conclusion. Given that most legislation undergoes numerous amendments during the legislative process, there could occur, from time-to-time, a change in a position. By accessing the California State Home Page, you can check on any bill and even subscribe to bills of interest where you are automatically notified by e-mail of activity.

The various "*positions*" include **Support, Support with Amendments, Neutral, Oppose, Oppose unless Amended, Watch, or No Interest.**

In addition to *positions* on each bill, one of three "*priority*" designations may be assigned.

Priority 1: Bills deemed to have the highest priority for CSDA for which the CSDA Legislative Advocate will actively lobby for or against the bill; present CSDA's position before all relevant legislative committees; and when warranted, employ CSDA's Grassroots Network.

Priority 2: CSDA will express its position and suggested amendments, where appropriate, in writing to the bill's author and relevant committees and present testimony.

Priority 3: CSDA will express its position in writing to the bill's author only and *may* provide testimony on a limited basis.

The format used in reporting this information is to list the *bill*, the last name of the *author*, the *title* and the *position and priority* taken on the bill by CSDA. AB means "Assembly Bill"; SB means "Senate Bill"; ACA means "Assembly Constitutional Amendment" and SCA means "Senate Constitutional Amendment". The CSDA has adopted the following Positions & Priorities on the following legislation as of March 13, 1998

AB 24 (Runner) Local Fiscal Relief: Local Government Subventions - **SUPPORT 1**

AB 50 (Migden) Health Care - **WATCH**

- AB 107 (Knox) Public Employee Health Benefits: Domestic Partner - **NEUTRAL**
- AB 112 (Florez) Local Government: Tobacco Settlement - **WATCH**
- AB 119 (Ackerman) Property Taxation: Possessory Interest - **WATCH**
- AB 185 (Hertzberg) Local Government Formation - **WATCH**
- AB 188 (Hertzberg) Local Government Reorganization - **SUPPORT 3**
- AB 258 (Baugh) - Local Agency Formation Commissions - **OPPOSE 1**
- AB 284 (Strom-Martin) Property Tax: Possessory Interests - **WATCH**
- AB 303 (Thomson) Groundwater - **WATCH**
- AB 328 (Bates) Property Tax Revenue Shifts: Relief: Laguna Niguel - **NEUTRAL**
- AB 345 (Vincent) Workforce Investment and Economic Development Act - **NEUTRAL**
- AB 424 (Wildman) Public Works: Design-Build Contracts - **SUPPORT 3**
- AB 708 (Vincent) Public Resources Code: Parks and Recreation - **SUPPORT 3**
- AB 710 (Calderon) Drinking Water: Perchlorate Removal - **WATCH**
- AB 732 (Machado) Water Transfer - **SUPPORT 3**
- AB 773 (Leach) Firefighter Safety Clothing & Equipment - **SUPPORT 2**
- AB 793 (Maddox) Flood Control - **SUPPORT 2**
- AB 885 (Jackson) Coastal Onsite Sewage Treatment Systems - **WATCH**
- AB 977 (Vincent) Spheres of Influence - **WATCH**
- AB 1036 (Wesson) Property Tax Administration: County Reimbursement - **SUPPORT IF AMENDED**
- AB 1147 (Honda) Flood control - **SUPPORT 3**
- AB 1189 (Oller) California Regional Water Quality Board - **WATCH**
- AB 1195 (Longville) Local Govt. Finance: Property Tax: Relief - **SUPPORT 1**
- AB 1219 (Kuehl) Land Use: Water Supplies - **WATCH**
- AB 1266 (Pescetti) Local Agency Formation: City Incorporation - **WATCH**