

AGENDA

REGULAR MEETING

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

October 15, 1996

8:00 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.*

1. Roll Call. Administrative Assistant

8:16 pm >

2. Adoption of Agenda.

Stank / ^{minutes} ~~Board~~

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 September 17, 1996 Regular Meeting.

Stank / ^{minutes} ~~Board~~ Ref = abstain

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).

5. Board President's Report.

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

Presentation: Library Board President

6. Special District Worker's Compensation Authority Report.

*Safety Committee
Finance Committee*

Presentation: District's Delegate to the SDWCA Board of Directors

7. Friends of Placentia Library Board of Directors Report.

Presentation: Principal Librarian

8. Measure W Campaign Committee Report

Presentation: Campaign Chairman

CLAIMS (Items 9 - 12)

Presentation: Library Director
Recommendation: Approve by Motion

Items 9 - ~~11~~¹¹ may be considered together as one motion to approve the Claims. Items may be removed for individual consideration before the Claims are adopted. Items removed must then each have a separate motion. Item 12 must be considered as a separate item.

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

Nonstandard Claims in the amount of \$0.00.

10. Claims forwarded by the Library Director in the amount of \$4,046.42. (Approve)

Claims forwarded by Library Director in the amount of \$0.00.

11. Current Claims and Payroll. (Approve)

Current Claims of \$22,122.19; Payrolls 3449, 3450 and 3441, for a cumulative payroll total of \$67,680.00. Combined total of Current Claims and Payrolls of \$91,312.27.

12. Authorize Transfer of \$55,000.00 from FUND 706 (Bond Redemption) to FUND 707 (General Fund) to be reversed in December after the tax revenues have been received.

Presentation: Library Director
Recommendation: Approve by Motion

see page

see below

FINANCIAL REPORTS (Items 13 - 19)

Presentation: Library Director
Recommendation: Approve by Motion

Items 13 - 19 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.

13. Financial Reports for September, 1996. (Receive & File)
14. Office General Ledger & Check Registers for September 1996. (Receive & File)
15. County of Orange Investment Pool Portfolio Summaries, as prepared by Salomon Brothers Asset Management, Inc., for August 1996. (Receive & File)
16. Acquisitions Report for September 1996. (Receive & File)
17. Overdue Collection Report for September 1996. (Receive & File)
18. Debit Card System Reimbursement Report for September 1996. (Receive & File)
19. Gifts Report for September 1996. (Receive & File)

GENERAL CONSENT CALENDAR (Items 20 - 29)

Presentation: Library Director
Recommendation: Approve by Motion

Items 20 - 29 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.

20. Building Maintenance Report for September 1996. (Receive & File)
21. Personnel Report for September 1996. (Receive, File, and Ratify Appointments)
22. Volunteer Report for September 1996. (Receive & File)
23. Circulation Report for September 1996. (Receive & File)
24. Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority. (Receive & File)
25. Fiscal Year 1995-1996 Audit of Financial Transactions and Minutes of the October 7, 1996, Annual Meeting of the Placentia Civic Center Authority Commission. (Receive & File)
26. Fiscal Year 1995-1996 Audit of Financial Transactions Management Letter and Fiscal Year 1995-1996 Audit of Financial Transactions. (Receive & File)
27. Annual Report of Financial Transactions of Special Districts, Fiscal Year 1995-1996. (Receive & File)

28. Legislative reports from the California Special Districts Association and the California Library Association. (Receive & File)
29. Status reports from Pillsbury, Madison & Sutro regarding the Orange County Bankruptcy issues and the Option B Pool Participants. (Receive & File)

CONTINUING BUSINESS

30. Legislative and State Budget Activities

Presentation: Library Director

Recommendation: No action is recommended at this time.

NEW BUSINESS

STAFF REPORTS (Items 31 - 35)

31. Program Committee Report for the Month of September 1996. (Ammar)
32. Children's Services Report for the Month of September 1996. (Smith)
33. Publicity Materials produced for the Month of September 1996. (Willauer)
34. Placentia Library Literacy Services Report for the Month of September 1996. (Walters)
35. Safety Committee Minutes for September 1996. (Walters)

ADJOURNMENT

36. Agenda Preparation for the October 15, 1996, Regular Meeting.
37. Review of Action Items.

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

38. Adjourn

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

I, Charlene Dumitru, Administrative Assistant for the Placentia Library District, hereby certify that the Agenda for the October 15, 1996, Regular Meeting of the Library Board of Trustees of the Placentia Library District was posted on Thursday, October 10, 1996.

CALENDAR FOR LIBRARY BOARD OF TRUSTEES

Oct 23 (Wed)	City Council/Measure W Candidates Night, Backs Building, 7:00 P.M.
Oct 24 (Thur)	2nd Pre-Election Campaign Statement Due
	Chamber of Commerce Breakfast, Alta Vista Country Club, 7:15 A.M.
Oct 30 (Wed)	Chamber Mixer, Placentia Linda Hospital, 5:30 - 7:30 P.M.
Nov 2 (Sat)	Friends Semi-Annual Book Sale
Nov 4 (Mon)	Friends of Placentia Library Board Meeting, 7:00 P.M. (Stark)
Nov 5 (Tues)	Election Day
Nov 9 (Sat)	Friends Wine Tasting Tour to Temecula
Nov 14 (Thur)	Foundation Board of Directors Meeting, 11:30 A.M. (Stark and Shkoler)
Nov 19 (Tues)	Library Board Meeting, 7:30 P.M.
Nov 22 (Fri)	Camp Library
Dec 2 (Mon)	Friends of Placentia Library Board Meeting, 7:00 P.M. (Dinsmore)
Dec 3 (Tues)	Certificates of Election Issued by Orange County
Dec 6 (Fri)	Date of Taking Office - Oaths Administered, 12:00 NOON
Dec 17 (Tues)	Library Board Meeting, 7:30 P.M.
1997	
Jan 6 (Mon)	Friends of Placentia Library Board Meeting, 7:00 P.M. (Evans)
Jan 9 (Thur)	Foundation Board of Directors Meeting, 11:30 A.M. (Stark and Shkoler)
Jan 21 (Tues)	Library Board Meeting, 7:30 P.M.
Jan 31 (Fri)	Semi-Annual Campaign Statement Due
Feb 3 (Mon)	Friends of Placentia Library Board Meeting, 7:00 P.M. (Masters)
→ ✓ Feb 14-20	American Library Association Midwinter Meeting, Washington, D.C.
Feb 18 (Tues)	Library Board Meeting, 7:30 P.M.
Mar 1 (Sat)	Author's Luncheon
Mar 3 (Mon)	Friends of Placentia Library Board Meeting, 7:00 P.M. (Shkoler)
Mar 18 (Tues)	Library Board Meeting, 7:30 P.M.
Apr 7 (Mon)	Friends of Placentia Library Board Meeting, 7:00 P.M. (Stark)
Apr 13-19	National Library Week
Apr 14 (Mon)	Friends Annual Membership Meeting and Program
Apr 15 (Tues)	Library Board Meeting, 7:30 P.M.
May 5 (Mon)	Friends of Placentia Library Board Meeting, 7:00 P.M. (Dinsmore)
May 8 (Thur)	Foundation Board of Directors Meeting, 11:30 A.M. (Stark and Shkoler)
May 20 (Tues)	Library Board Meeting, 7:30 P.M.
May 31-Jun 3	American Booksellers Association, Chicago
Jun 2 (Mon)	Friends of Placentia Library Board Meeting, 7:00 P.M. (Evans)

Jun 17 (Tues)	Library Board Meeting, 7:30 P.M.
Jun 26-Jul 3	American Library Association Annual Conference, San Francisco
Jul 15 (Tues)	Library Board Meeting, 7:30 P.M.
Aug 19 (Tues)	Library Board Meeting, 7:30 P.M.
Sep 8 (Mon)	Friends of Placentia Library Board Meeting, 7:00 P.M. (Masters)
Sep 11 (Thur)	Foundation Board of Directors Meeting, 11:30 A.M. (Stark and Shkoler)
Sep 16 (Tues)	Library Board Meeting, 7:30 P.M.
Oct 6 (Mon)	Friends of Placentia Library Board Meeting, 7:00 P.M. (Shkoler)
Oct 21 (Tues)	Library Board Meeting, 7:30 P.M.
Nov 3 (Mon)	Friends of Placentia Library Board Meeting, 7:00 P.M. (Stark)
Nov 14 (Thur)	Foundation Board of Directors Meeting, 11:30 A.M. (Stark and Shkoler)
Nov 18 (Tues)	Library Board Meeting, 7:30 P.M.
Nov 21 (Fri)	Camp Library
Dec 1 (Mon)	Friends of Placentia Library Board Meeting, 7:00 P.M. (Dinsmore)
Dec 16 (Tues)	Library Board Meeting, 7:30 P.M.

1998

Jan 9-15	American Library Association Midwinter Meeting, New Orleans
Jun 25 - Jul 2	American Library Association Annual Conference, Washington, D.C.

MINUTES
PLACENTIA LIBRARY DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
September 17, 1996

CALL TO ORDER The Regular Meeting of the Placentia Library District Board of Trustees was called to order on September 17, 1996 at 8:02 P.M. by President Peggy Dinsmore.

ROLL CALL Members Present: President Peggy Dinsmore; Secretary Sandra Stark; Trustees Robin Masters and Al Shkoler; and Library Director Elizabeth Minter.

Members Absent: Trustee Ray Evans.

Others Present: Principal Librarian Suad Ammar; and Administrative Assistant Charlene Dumitru.

ADOPTION OF AGENDA It was moved by Trustee Shkoler, seconded by Trustee Masters to adopt the Agenda as presented.

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

MINUTES It was moved by Trustee Shkoler, seconded by Secretary Stark to approve the Minutes of the Regular Meeting of August 20, 1996 as presented.

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

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

BOARD PRESIDENT'S REPORT President Dinsmore reminded Trustees that the Placentia Chamber of Commerce Mixer for September would be held on September 19, 1996 at Sophie's Restaurant. She will be attending the Mixer for only a short time, as she will be speaking to a community group at the Whitten Center at 6:30 the same evening.

President Dinsmore directed the Board's attention to an article by Jerry Hicks in the Orange County edition of the Los Angeles Times on September 17, 1996. The article presented excellent coverage of the pending Measure W ballot issue designed to provide support for the Library.

President Dinsmore also reported that she and Literacy Coordinator Jeannine Walters attended the Southern California Libraries Literacy Conference meeting on September 17, 1996 where they heard excellent presentations on fundraising.

**FRIENDS OF THE
LIBRARY REPORT**

Library Director Minter referred to the written material in the Board Packet. She reported that the Friends had decided that the semi-annual booksale to be held November 2, would be a one-day sale instead of three days as in the past. Annual combined revenue last year of the Friend's special book sales and the ongoing booksale was \$8,188.00.

**FOUNDATION
REPORT**

Secretary Stark referred to the written material in the Board Packet. She reported that the Annual Giving Campaign solicitations will be mailed the week of September 23. Secretary Stark and Library Director Minter will take a fundraising class, "Corporate Giving to Arts Organizations" offered through Extended Education at the University of California at Irvine.

CLAIMS

It was moved by Secretary Stark, seconded by Trustee Shkoler to approve Agenda Items 10 through 12: Nonstandard Claims in the amount of \$0.00; Claims forwarded by the Library Director in the amount of \$0.00. Current Claims and Payroll in the amount of \$64,002.88.

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

It was moved by Secretary Stark, seconded by Trustee Masters to authorize transfer of \$25,000 from FUND 706 (Bond Redemption) to FUND 707 (General Fund) to be reversed in December after the tax revenues have been received.

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

**FINANCIAL
REPORTS**

It was moved by Secretary Stark, seconded by Trustee Masters to receive and file Agenda Items 13 through 19: Financial Reports for August, 1996; Office General Ledger & Check Registers for August, 1996; County of Orange Investment Pool Portfolio Summaries, as prepared by Solomon Brothers Asset Management, Inc., for July, 1996; Acquisitions Report for August, 1996; Overdue Collection Report for August, 1996; Debit Card System Reimbursement Report for August, 1996; and Gifts Report for August, 1996.

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

**GENERAL CONSENT
CALENDAR**

It was moved by Trustee Shkoler, seconded by Trustee Masters to receive Agenda Items 20-28: Building Maintenance Report for August, 1996 (Receive & File); Personnel Report for August, 1996 (Receive, File and Ratify Appointments); Volunteer Report for August, 1996 (Receive & File); Circulation Report for August, 1996 (Receive & File); Review of Shared Maintenance Cost with the City of Placentia under the Joint Powers Authority (Receive & File); Minutes of the Independent Special Districts of Orange County Executive Committee Meeting of July 9, 1996, and General Membership Meeting of August 29, 1996 (Receive & File); Minutes of the Santiago Library System Advisory Board of May 21, 1996 (Receive & File); Notification from the California Department of Education that the District's application for federal adult education funds for fiscal year 1996-1997 has been approved. The estimated grant amount is \$3,760 (Receive & File); and Notification of the annual meeting of the Placentia Civic Center Authority on Monday, October 7, at 7:30 P.M. in the City Hall Administrative Conference Room (Receive & File).

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

**BUDGET AND
LEGISLATIVE
ACTIVITIES**

Library Director encouraged the Board to write to Governor Wilson's Office in support Assembly Bill 2797 regarding reversing some of the ERAF transfer back to the cities, counties and special districts.

STAFF REPORTS

It was moved by Secretary Stark, seconded by Trustee Shkoler to receive and file Agenda Items 30 through 34: Program Committee Report for Month of August, 1996; Children's Services Report for Month of August, 1996; Publicity Materials produced for the Month of August, 1996; Placentia Library Literacy Services Report for Month of August, 1996; and Safety Committee Minutes for August, 1996


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

**AGENDA
PREPARATION**

Report on Worker's Compensation Meetings by Secretary Stark.

The Regular Meeting of the Board of Trustees of the Placentia Library adjourned at 8:48 P. M.

Saundra M. Stark, Secretary

TO: Elizabeth Minter, Library Director
FROM: Suad Ammar, Principal Librarian 
DATE: October 15, 1996
SUBJECT: **Friends of the Library Report.**

The Board of Directors of the Friends of the Library met on Monday, October 7, 1996. Principal Librarian Suad Ammar attended the meeting.

The Treasurer's report showed an account balance of \$1,838.59 .

The Directors asked that the staff provide a wish list and then, following discussion at the November meeting, goals will be set for spending future funds.

For the November 2, 1996 book sale, the directors approved the sale of used paperback book inventory in the patio at 5 books for a \$1.00. Sale chairpersons are Pat Irot, Jim and Virginia Walker.

The Wine Tasting Tour was announced for November 9, 1996.

Directors were asked to sign up for Measure "W" activities particularly the tables outside the Library. In addition, they were asked to be available for Get-Out-the-Vote telephoning in the days immediately before the elections.

The Friends were told that Friends' Membership Campaign letters will be mailed by November 21, or December 5, with three different letters going to Life members, current year members and non-members.

The discussion of the Annual Author's Luncheon and National Library Week were deferred to the next meeting.

PLACENTIA LIBRARY DISTRICT
Summary of Nonstandard Claims
October 15, 1996

DATE	REPORT NO.	AMOUNT
		\$0.00
	TOTAL	<u>\$0.00</u>

PLACENTIA LIBRARY DISTRICT
Summary of Claims Forwarded by the Library Director
October 15, 1996

<u>DATE</u>	<u>REPORT NO.</u>	<u>AMOUNT</u>
	3443	4,046.42
	TOTAL	<u>\$4,046.42</u>

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

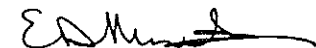
DATE 09/30/96
REPORT NO 3443

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

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

APPROVED CLAIMS							A C's Use	Only
Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	Doc Number	SC
N01074 Southern California Gas Company P.O. Box C Monterey Park, CA 91756	Sept 20, 1996		2800	00		22.01		
N03645 CareAmerica 6300 Canoga Ave. Woodland Hills, CA 91367-2555	October, 1996		0300	00		2,129.33		
N03659C Southern California Water 130 N. Bradford Avenue Placentia, CA 92870	Sept. 24, 1996		2800	00		351.95		
N03752 Pacific Bell Payment Center Van Nuys, CA 91388-0001	Sept 17, 1996 528-1906		0700	00		129.75		
	Sept 4, 1996 524-9784		0700	01		19.33		
	Sept 7, 1996 253-0470		0700	01		142.81		
	Sept 17, 1996 528-8236		0700	01		20.56		
	Sept 19, 1996 996-4983		0700	01		118.55		
	Sept 19, 1996 996-2865		0700	01		21.19		
	Sept 17, 1996 528-6022		0700	07		22.63		
	Sept 4, 1996 524-8408		0700	08		33.02		
						507.84		
	N06555 Principal Mutual P.O. Box 10328 Des Moines, IA 50306	October, 1996		0300	00		353.90	
N06686 Office Depot P.O. Box 660337, Dept 80 Dallas, TX 75266-0337	Sept 16, 1996 80 0128 397650 3		1800	00		681.39		

The claims listed above (totaling \$ 4,046.42) 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.



APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

PLACENTIA LIBRARY DISTRICT
 Current Claims and Payroll
 October 15, 1996

TYPE	REPORT NUMBER	AMOUNT
Immediately	3444	1,510.08
Subtotal for Immediately		1,510.08
Regular	3445	12,352.69
	3446	3,770.09
	3447	1,938.76
	3448	4,060.65
Subtotal for Regular		22,122.19
TOTAL CURRENT CLAIMS		23,632.27
Payroll	3449	22,560.00
	3450	22,560.00
	3451	22,560.00
Subtotal for Payroll		67,680.00
TOTAL		91,312.27

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 10/15/96
REPORT NO 3444

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

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

APPROVED CLAIMS							A C's Use Only	
Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Obj/ Rev/ BS Acct	Sub Obj/ Rev	Rept Cat	AMOUNT	Doc Number	SC
N01936 OmniGrafix Printing 1744 West Katella Ave., STE 9 Orange, CA 92667	October 2, 1996 31955		1800	00		84.55		
N01987 Vision Plan of America 8111 Beverly Blvd, STE 306 Los Angeles, CA 90048	October 1, 1996		0300	00		99.50		
N03648-A Cascade Drinking Water P.O. Box 9179 Whittier, CA 90608-9179	Sept 22, 1996 034009		1800	00		24.95		
N05030D A T & T P.O. Box 10103 Van Nuys, CA 91410-0103	Sept. 16, 1996 528-1906		0700	00		5.19		
N05030G A T & T P.O. Box 10192 Van Nuys, CA 91410-0192	Sept 16, 1996 528-8236 Sept 4, 1996 524-9784		0700	01		9.86 5.15 15.01		
N03655-B Spicers Paper 1298 N. Bluegum Street Anahiem, CA 92805	October 8, 1996 131038		1800	00		8.65		
N06785 Hector Vargas 318 Capistrano Street Placentia, CA 92870	October 6, 1996 41499		1400	00		950.00		
N06965 Paychex P.O. Box 25159 Santa Ana, CA 92799	Sept. 26, 1996 19960926		1900	00		307.22		
PLEASE PAY IMMEDIATELY!								

The claims listed above (totaling \$ 1,510.08) 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 10/15/96
REPORT NO 3445

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

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

APPROVED CLAIMS							A C's Use	Only
Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Obj/ Rev/ BS Acct	Sub Obj/ Rev	Rept Cat	AMOUNT	Doc Number	SC
N01035 City of Placentia 401 E. Chapman Avenue Placentia, CA 92870	Sept. 26, 1996							
		53781	2800	00		4,435.31		
			1400	00		1,599.34		
		53782	1400	00		57.32		
						<u>6,091.97</u>		
N01856 Munson, Cronick & Assoc. 2501 E. Chapman, STE 280 Fullerton, CA 92831	Sept 30, 1996							
		4388	1900	00		2,700.00		
N01905 Data Perfect Images 2960 Saturn St., Unit H Brea, CA 92621	Sept 19, 1996							
		3658	1800	00		210.12		
			1800	08		70.03		
						<u>280.15</u>		
N03651 Waxie Sanitary Supply P.O. Box 81006 San Diego, CA 92138-1006	October 8, 1996							
		227100200	1000	00		733.13		
N03653 Bear State 3548 Enterprise Drive Anaheim, CA 92807-1640	Oct 8, 1996 - 40982		1400	00		1,283.04		
	Sept 17, 1996 - 7433		1400	00		391.19		
	Sept 17, 1996 - 7272		1400	00		117.42		
						<u>1,791.65</u>		
N03656 Pacific Clippings P.O. Box 11789 Santa Ana, CA 92711	September, 1996							
			1900	00		32.71		
N03660 Elizabeth D. Minter c/o Placentia Library District 411 E. Chapman Avenue Placentia, CA 92870	September 1996							
			1400	00		235.00		
			1600	07		20.00		
			1800	00		40.00		
			1800	07		20.00		
			2700	00		262.08		
			2700	01		20.00		
					<u>126.00</u>			
					<u>723.08</u>			

The claims listed above (totaling \$ 12,352.69) 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 10/15/96
REPORT NO 3446

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

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

APPROVED CLAIMS							A C's Use	Only
Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	Doc Number	SC
N03742A Mobilecomm P.O. Box 4326 Carol Stream, IL 60197-4326	Oct 4, 1996 91215611096		0700	01		12.50		
N03833 Brodart Co. 1609 Memorial Ave. Williamsport, PA 17705	Sept 10, 1996 642596		1800	00		147.54		
N06671 MD Medical Clinics P.O. Box 66012 Anaheim, CA 92816	Oct. 3, 1996 00297		1900	00		210.00		
N09110 Special Districts Workers Comp. Auth. 1030 - 15th St., STE 300 Sacramento, CA 95814	Sept 24, 1996 Final FY 1995-96 2nd Q Oct-Dec, 1996		0350	00		1,033.00		
			0350	00		<u>1,523.00</u>		
						2,556.00		
N09114 Jeanne Walters 411 E. Chapman Avenue Placentia, CA 92870	Sept., 1996 Sept, 1996		2700	00		132.52		
			2700	01		<u>15.81</u>		
						148.33		
N09163 Manwill Plumbinb Company 3940 Prospect, Unit D Yorba Linda, CA 92886-1749	Sept 3, 1996 Sept 8, 1996		1400	00		578.08		
			1400	00		<u>84.67</u>		
						662.75		
N09212 Cheryl Willauer 411 E. Chapman Avenue Placentia, CA 92870	September, 1996		2700	01		13.02		
N13151 P.C. Systems Design Corp. 3040 Saturn Street, STE 100 Brea, CA 92821	September 10, 1996		0700	01		19.95		

The claims listed above (totaling \$ 3,770.09) 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 10/15/96
REPORT NO 3447

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

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

APPROVED CLAIMS							A/C's Use	Only
Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	Doc Number	SC
N03719 West Publishing Corp. P.O. Box 64833 St. Paul, MN 55172-0077	Sept. 30, 1996 Sept. 30, 1996		2400	03		70.04		
N03833A BroDart Co. 500 Arch Street Williamsport, PA 17705	Sept. 16, 1996 U794355 U794354 U794356		2400	01		258.19 385.92 18.35 662.46		
N03842 Ingram Library Services P.O. Box 845361 Dallas, TX 75284-5361	Sept. 26, 1996 26819111		2400	01		14.20		
N03844 Los Angeles, Times P.O. Box 60062 Los Angeles, CA	Oct 96 - Sept 97		2400	04		166.74		
N06701 Haines & Company P.O. Box 2117 North Canotn, OH 44720	Sept. 18 1996		2400	01		191.80		
N03851 Reed Reference Publishing P.O. Box 7247-0466 Philadelphia, CA 19170-0466	Sept 25, 1996 074911		2400	01		392.39		
N06904 SIRS P.O. Box 2348 Boca Raton, FL 33427-2348	Sept 12, 1996 323873		2400	03		377.13		
Omnigraphics, Inc. Penobscot Building Detroit MI 48226-4200	Sept 6, 1996 33432		2400	01		64.00		

The claims listed above (totaling \$ 1,938.76) 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 10/15/96
REPORT NO 3448

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

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

APPROVED CLAIMS							A C's Use Only	
Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/	Sub Objt/ Rev	Rept Cat	AMOUNT	Doc	Only
			BS Acct				Number	SC
N09111A EBSCO P.O. Box 92901 Los Angeles, CA 90009-2901	September 25, 1996 0126405		2400	04		3,988.34		
Estella Wnek 411 E. Chapman Avenue Placentia, CA 92870	September 1996		2700	01		2.48		
Gloria Clark 411 E. Chapman Avenue Placentia, CA 92870	September 1996		2700	01		20.15		
	September 1996		2700	01		<u>23.56</u>		
						43.71		
Esther Guzman 411 E. Chapman Avenue Placentia, CA 92870	October, 1996		2700	01		3.10		
Cyrise Smith 411 E. Chapman Avenue Placentia, CA 92870	September 1996		2700	01		23.02		

The claims listed above (totaling \$ 4,060.65) 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

4,060.65

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE Oct. 15, 1996
REPORT NO 3449

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

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

APPROVED CLAIMS							A C's Use Only	
Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	Doc Number	SC
BANK OF AMERICA Placentia Branch 760 for the Placentia Library Account # 07605-80156 Route # 121000358	October 15, 1996 Pay # 22 Oct 11, 1996 Oct 24, 1996		0100	00		20,957.00		
	FICA		0200	00		<u>1,603.00</u> 22,560.00		
PLEASE WIRE ON THURSDAY, OCT 24 , 1996								

The claims listed above (totaling \$ 22,560.00) 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

22,560.00

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE Oct. 15, 1996
REPORT NO 3450

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

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

APPROVED CLAIMS							A C's Use Only	
Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	Doc Number	SC
BANK OF AMERICA Placentia Branch 760 for the Placentia Library Account # 07605-80156 Route # 121000358	October 15, 1996 Pay # 23 Oct. 25, 1996 Nov 7, 1996		0100	00		20,957.00		
	FICA		0200	00		<u>1,603.00</u> 22,560.00		
PLEASE WIRE ON THURSDAY, NOV 7, 1996								

The claims listed above (totaling \$ 22,560.00) 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

22,560.00

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE Oct. 15, 1996
REPORT NO 3451

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

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

APPROVED CLAIMS							A C's Use Only
Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	Doc Number
BANK OF AMERICA Placentia Branch 760 for the Placentia Library Account # 07605-80156 Route # 121000358	October 15, 1996 Pay # 24 Nov. 8, 1996 Nov 21, 1996		0100	00		20,957.00	
	FICA		0200	00		<u>1,603.00</u> 22,560.00	
PLEASE WIRE ON THURSDAY, NOV 21, 1996							

The claims listed above (totaling \$ 22,560.00) 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

22,560.00

TO: Library Board of Trustees

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

DATE: October 15, 1996

SUBJECT: Authorization of Transfer of \$55,000 from Fund 706 (Bond Redemption) to Fund 707 (General Fund)

BACKGROUND:

The news about District revenues continues to be bleak. The September Revenue Report is Attachment A. The FY1996-1997 General Fund Cash Flow is Attachment B.

The major shortfalls are as follows:

Category	Budgeted	Anticipated Through September	Received Through September	Shortfall Through September	Cause of Shortfall
6220 Current Unsecured	50,000	50,000	25,068	24,932	Cable TV tax ruling by US Supreme Court.
6230-00 Prior Secured	53,000	25,000	14,180	10,820	No explanation. This is the lowest in 5 years.
6280-00 Current Supplemental	10,000	2,500	53	2,447	No explanation since there have been home sales.
6610-00 Interest	15,000	3,750	1,073	2,677	Low fund balances and interest rates.
TOTAL	128,000	81,250	40,374	40,876	

In recent years the District received 50% of its Family Literacy Grant money (\$10,000 to \$12,000) by mid-September which helped the first half cash flow. These funds will not be received this year.

The District is scheduled to receive its first FY 1996-1997 current secured property tax allocation on November 27. The amount received last year in this allocation was \$67,213. Since there are no additional payrolls to cover before the November 27 allocation it is likely that the fund transfer request for November will be less than \$15,000.

Fund Transfer Authorization, October 15, 1996, Page 2.

The September 30, 1996, balance in Fund 706 (Bond Redemption) was \$81,465.75.

RECOMMENDATION:

Authorize Transfer of \$55,000.00 from FUND 706 (Bond Redemption) to FUND 707 (General Fund) to be reversed in December after the tax revenues have been received.

PLACENTIA LIBRARY DISTRICT
REVENUE REPORT FOR FUND 707
(Prepared from the Orange County Auditor's Report)
October 15, 1996

OBJECT CODE	DESCRIPTION	FY1996-97 BUDGETED	FY1996-97 YTD	FY1995-96 YTD	FY1996-97 SEP 1996	FY1995-96 SEP 1995
6210-00	Prop. Taxes - current secured	706,000.00	0.00	0.00	0.00	0.00
6210-01	Public Utility	25,000.00	0.00	0.00	0.00	0.00
6210-04	Treaser Plan - current delinquent	0.00	0.00	0.00	0.00	0.00
	TOTAL PROP. TAXES - CURRENT SECURED	731,000.00	0.00	0.00	0.00	0.00
6220	PROP. TAXES - CURRENT UNSECURED	50,000.00	25,067.82	40,060.75	25,067.82	40,060.75
6230-00	Prop. Taxes - Prior Secured	53,000.00	14,180.32	19,026.24	0.00	0.00
6230-01	Prior year's secured final apportionment	0.00	4,341.84	3,448.47	0.00	0.00
6230-02	Secured prior years	0.00	0.00	0.00	0.00	0.00
6230-03	Tax deed land sales	0.00	0.00	0.00	0.00	0.00
6230-04	Treaser Plan buyout - FY1993-1994 only	0.00	0.00	0.00	0.00	0.00
6230-10	Release of impounds	0.00	10,291.73	0.00	4,303.84	0.00
6230-11	(1994 ERAF Refund)	0.00	0.00	0.00	0.00	0.00
	TOTAL PROP. TAXES - PRIOR SECURED	53,000.00	28,813.89	22,474.71	4,303.84	0.00
6240	TOTAL PROP. TAXES PRIOR UNSECURED	500.00	0.00	0.00	0.00	0.00
6250	TAXES - SPECIAL DISTRICT AUGMENTATION	0.00	0.00	0.00	0.00	0.00
6260	PENALTIES & COSTS ON DELINQUENT TAXES	0.00	0.00	0.00	0.00	0.00
6280-00	Property taxes current supplemental	10,000.00	53.47	2,578.41	0.00	0.00
6280-01	Final supplemental for prior years	0.00	483.45	396.78	0.00	0.00
	TOTAL PROP. TAXES SUPPLEMENTAL - CURRENT	10,000.00	536.92	2,975.19	0.00	0.00
6300	PROP. TAXES SUPPLEMENTAL - PRIOR	2,000.00	1,065.86	430.23	0.00	0.00
6540	PENALTIES & COSTS ON DELINQUENT TAXES	0.00	448.40	398.88	0.00	0.00
	TOTAL TAXES	846,500.00	55,932.89	66,339.76	29,371.66	40,060.75
6610-00	Interest	15,000.00	1,072.91	6,462.46	1,048.94	4,969.57
6610-01	Interest - old bond fund	0.00	0.00	0.00	0.00	0.00
6610-23	Interest on impounded taxes released	0.00	3,649.59	0.00	2,205.96	0.00
	TOTAL INTEREST	15,000.00	4,722.50	6,462.46	3,254.90	4,969.57
6690	STATE - HOMEOWNER PROP TAX RELIEF	15,500.00	19.39	0.00	0.00	0.00
6970-00	State - ILL & Direct Loan Reimbursement	20,000.00	0.00	5,326.14	0.00	1,436.54
6970-01	State - CA Foundation Funds	35,000.00	0.00	0.00	0.00	0.00
6970-02	State - CA Literacy Campaign	12,000.00	0.00	0.00	0.00	0.00
6970-03	State - Family Literacy	0.00	0.00	10,000.00	0.00	10,000.00
6970-04	State - Dept of Education 321 Grant	3,500.00	0.00	0.00	0.00	0.00
6970-05	State - LSCA II Grant	0.00	0.00	0.00	0.00	0.00
697-007	State - Timber Yield Apport	0.00	0.00	0.00	0.00	0.00
	TOTAL STATE - OTHER GOVERNMENTAL	70,500.00	0.00	15,326.14	0.00	11,436.54
7130-00	BANKRUPTCY RECOVERY DISTRIBUTIONS	20,000.00	0.00	0.00	0.00	0.00
7670-00	LOCAL REVENUE	36,000.00	3,378.15	6,753.93	4,049.23	1,954.30
7680	6-MONTH EXPIRED (OUTLAWED) CHECKS	0.00	6.96	0.00	0.00	0.00
7810	TRANSFER FROM OTHER LIBRARY FUNDS	0.00	25,000.00	0.00	25,000.00	0.00
	FUND 707 TOTAL	1,003,500.00	91,059.89	94,882.29	61,675.84	58,421.36
	FUND 707 TOTAL LESS INTERFUND TRANSFERS	1,003,500.00	66,059.89	94,882.29	36,675.84	58,421.36



Placentia Library District
FY1996-1997 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
06/18/96	3415	Payroll to wire 7/3/96		22,600.00	164,549.31
07/08/96		Release of Impounds		3.72	164,545.59
07/08/96		Release of Impounds	1,487.37		166,032.96
07/08/96	3419	General		2,724.25	163,308.71
07/08/96	3420	General		4,589.00	158,719.71
07/09/96		Release of Impounds		10.26	158,709.45
07/09/96		Release of Impounds	4,104.28		162,813.73
07/10/96		Release of Impounds		0.87	162,812.86
07/10/96		Release of Impounds	348.67		163,161.53
07/12/96		Interest on Impounds	243.19		163,404.72
07/15/96		Interest on Impounds	1,110.48		164,515.20
07/16/96		Interest on Impounds	89.96		164,605.16
07/16/96	3421	General - Liability Insurance		5,583.00	159,022.16
07/16/96	3422	General - PPI		2,823.66	156,198.50
07/16/96	3423	General		15,000.36	141,198.14
07/16/96	3424	General		1,325.90	139,872.24
07/18/96		FY96 Secured Final Apport.	4,341.84		144,214.08
07/18/96		Secured Final Apport		19.78	144,194.30
06/18/96	3416	Payroll to wire 7/18/96		22,600.00	121,594.30
07/22/96		Supplemental Apport.	483.45		122,077.75
07/23/96		Library Fines & Fees	1,328.87		123,406.62
07/24/96		Tetter 2nd Current	14,180.32		137,586.94
07/24/96		Tetter 2nd Current		40.67	137,546.27
07/25/96		Supplemental Sec. Prior	1,065.86		138,612.13
07/25/96		Supplemental Apport.	448.40		139,060.53
07/26/96		FY94 Supplemental Roll	3.49		139,064.02
07/16/96	3425	Payroll to wire 8/1/96		22,560.00	116,504.02
08/13/96	3427	General		821.44	115,682.58
08/13/96	3428	General		2,257.96	113,424.62
08/13/96	3429	General - PPI		2,268.58	111,156.04
08/14/96		Canceled outdated check	6.96		111,163.00
08/15/96		Release Post Petition HOX	19.39		111,182.39
07/16/96	3426	Payroll to wire 8/15/96		22,560.00	88,622.39
08/19/96		Release 94-95 Pre Petition	47.57		88,669.96
08/19/96		OCA Release 95-95 Sec Pre		0.12	88,669.84
08/20/96	3431	General		1,968.85	86,700.99
08/20/96	3432	General		1,301.50	85,399.49
08/22/96		Interest Adjustment	0.53		85,400.02
08/28/96		Supplemental 1st Actual	49.98		85,450.00
08/20/96	3433	Payroll to wire 8/29/96		22,560.00	62,890.00
08/20/96	3434	Payroll to wire 9/12/96		22,560.00	40,330.00
09/17/96		Interest Earnings on Impounds	21.91		40,351.91
09/17/96	3435	General - PPI		3,179.74	37,172.17
09/17/96	3436	General - PPI		976.40	36,195.77
09/17/96	3437	General		1,156.85	35,038.92
09/17/96	3438	General		10,367.34	24,671.58
09/17/96	3439	General		2,910.24	21,761.34
09/17/96	3440	General		292.31	21,469.03
09/18/96		Interest Earnings on Impounds	70.58		21,539.61
09/20/96		Library Receipts, Jul & Aug	4,049.28		25,588.89
09/23/96		Unsecured 1st Actual	25,067.82		50,656.71

Placentia Library District
FY1996-1997 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
09/24/96		Release of Impounds, CY-6	2,864.66		53,521.37
09/26/96		Release of Impounds, CY-5	1,439.18		54,960.55
09/17/96	3441	Payroll to wire 9/26/96		22,560.00	32,400.55
09/27/96		Interest Earnings on Impounds	1,540.51		33,941.06
09/30/96		6/96 Post Pet Commingled Int. Apport	1,048.86		34,989.92
09/30/96		Transfer from Fund 706	25,000.00		59,989.92
09/30/96		6/96 Pre Pet Commingled Int. Apport	0.08		59,990.00
09/30/96		Interest Earnings on Impounds	572.96		60,562.96
09/30/96	3443	General by Library Director		4,046.42	56,516.54
09/17/96	3442	Payroll to wire 10/10/96		22,560.00	33,956.54
10/15/97		Library Fines & Fees (ESTIMATE)	7,604.88		40,956.54
10/15/96	3444	General - PPI		1,510.08	39,446.46
10/15/96	3445	General		12,352.69	27,093.77
10/15/96	3446	General		3,770.09	23,323.68
10/15/96	3447	General		1,938.76	21,384.92
10/15/96	3448	General		4,060.65	17,324.27
10/15/96	3449	Payroll to wire 10/24/96		22,560.00	(5,235.73)
10/15/96	3450	Payroll to wire 11/7/96		22,560.00	(27,795.73)
10/15/96	3451	Payroll to wire 11/21/96		22,560.00	(50,355.73)

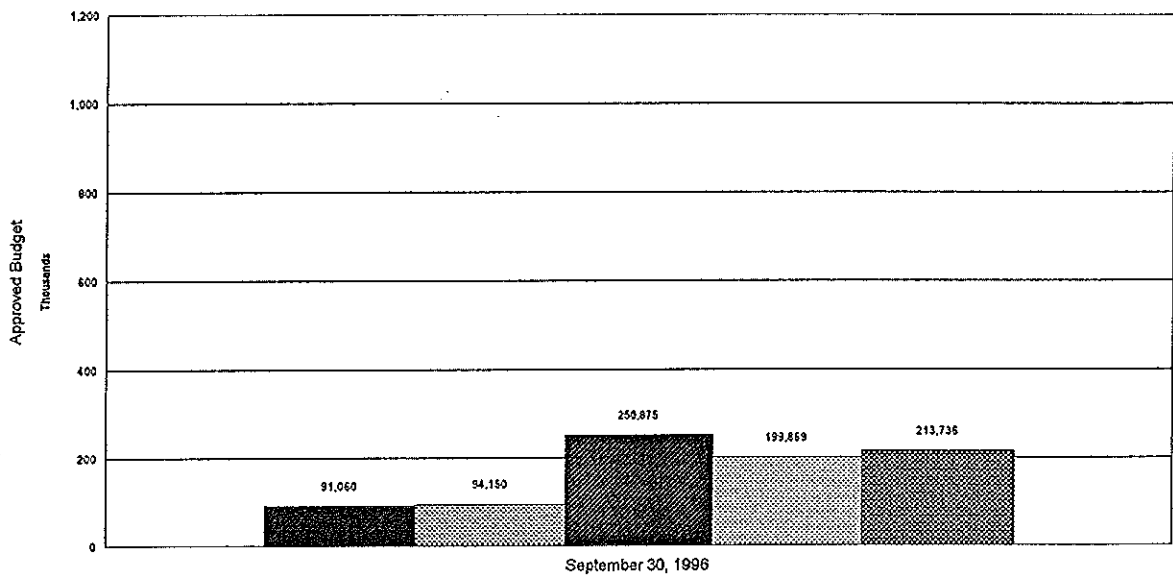


Fund Balance Report
Post-Petition Balances (B/S Account 8010 - Cash)
 October 15, 1996

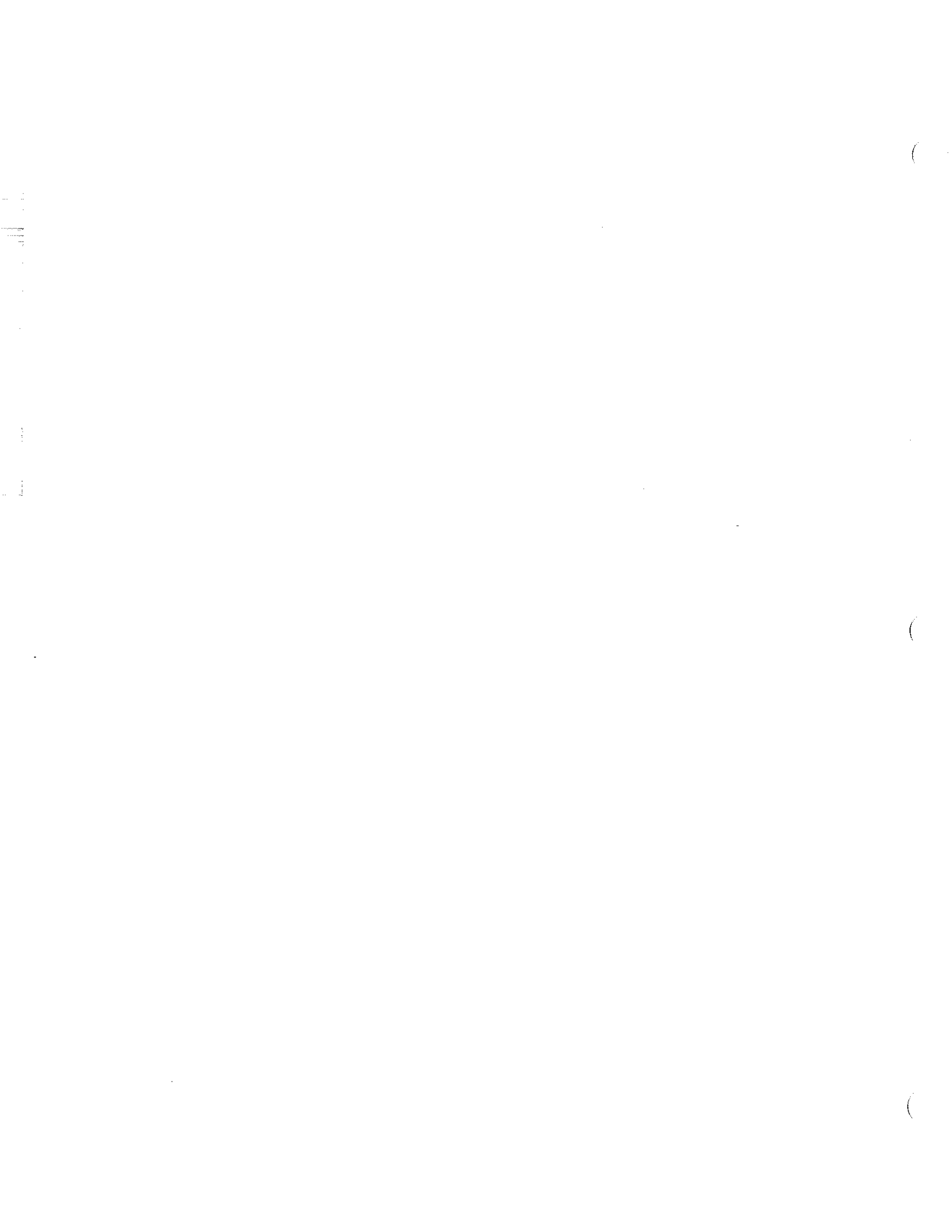
	Fiscal Year 1996-1997							
	Fund 702	Fund 703	Fund 706	Fund 707	Fund 708	TOTAL	TOTAL	
	<u>Maj Equip/Struc</u>	<u>Auto Replac</u>	<u>Bond Redempt</u>	<u>General Fund</u>	<u>Sick Lv Payoff</u>	<u>ALL FUNDS</u>	<u>EXCL GEN FUND</u>	
Jun 30, 1996	68,375.94	2,688.54	141,790.39	187,125.88	6,492.33	406,473.08	219,347.20	
Jul 31, 1996	68,375.94	2,688.54	141,790.39	164,329.08	6,492.33	383,676.28	219,347.20	
Aug 31, 1996	68,375.94	2,688.54	141,790.39	65,971.46	6,492.33	285,318.66	219,347.20	
Sep 30, 1996	68,659.77	2,697.08	81,465.75	64,450.13	6,518.85	223,791.58	159,341.45	
Oct 31, 1996						0.00	0.00	
Nov 30, 1996						0.00	0.00	
Dec 31, 1996						0.00	0.00	
Jan 31, 1997						0.00	0.00	
Feb 28, 1997						0.00	0.00	
Mar 31, 1997						0.00	0.00	
Apr 30, 1997						0.00	0.00	
May 31, 1997						0.00	0.00	
Jun 30, 1997						0.00	0.00	
Petty Cash	0.00	0.00	0.00	10,000.00	0.00	10,000.00	0.00	
General Reserve	0.00	0.00	0.00	0.00	0.00	0.00	0.00	

	Fiscal Year 1995-1996							
	Fund 702	Fund 703	Fund 706	Fund 707	Fund 708	TOTAL	TOTAL	
	<u>Maj Equip/Struc</u>	<u>Auto Replac</u>	<u>Bond Redempt</u>	<u>General Fund</u>	<u>Sick Lv Payoff</u>	<u>ALL FUNDS</u>	<u>EXCL GEN FUND</u>	
Jun 30, 1995	83,525.47	45,995.52	209,245.10	213,545.09	5,896.34	558,207.52	344,662.43	
Jul 31, 1995	84,913.56	46,729.55	212,769.43	190,088.38	5,995.65	540,496.57	350,408.19	
Aug 31, 1995	85,073.56	46,729.55	212,769.43	112,803.90	5,995.65	463,372.09	350,568.19	
Sep 30, 1995	85,660.44	47,056.73	178,359.14	106,857.91	6,037.63	423,971.85	317,113.94	
Oct 31, 1995	85,660.44	47,056.73	178,359.14	28,592.01	6,037.63	345,705.95	317,113.94	
Nov 30, 1995	85,660.44	47,056.73	108,359.14	123,788.21	6,037.63	370,902.15	247,113.94	
Dec 31, 1995	85,939.44	47,056.73	108,359.14	347,961.04	6,037.63	595,353.98	247,392.94	
Jan 31, 1996	64,939.44	33,941.35	178,359.14	137,077.54	6,037.63	420,355.10	283,277.56	
Feb 28, 1996	66,465.39	34,604.46	181,247.95	112,302.65	6,122.71	400,743.16	288,440.51	
Mar 31, 1996	68,038.61	7,811.68	133,546.55	120,672.42	6,214.33	336,283.59	215,611.17	
Apr 30, 1996	68,731.38	8,224.08	134,869.55	285,663.80	6,269.79	503,758.60	218,094.80	
May 31, 1996	70,271.99	1,930.25	137,279.30	279,999.23	6,337.69	495,818.46	215,819.23	
Jun 30, 1996	68,375.94	2,688.54	141,790.39	187,125.88	6,492.33	406,473.08	219,347.20	
Petty Cash	0.00	0.00	0.00	10,000.00	0.00	10,000.00	0.00	
General Reserve	0.00	0.00	0.00	0.00	0.00	0.00	0.00	

PLACENTIA LIBRARY DISTRICT
Fiscal Year 1996-1997 General Fund Cash Flow



Actual YTD Revenue
 Anticipated YTD Revenue
 Pro-Rata YTD Budget
 Anticipated YTD Expenses
 Actual YTD Expenses



PLACENTIA LIBRARY DISTRICT
 REVENUE REPORT FOR FUND 707
 (Prepared from the Orange County Auditor's Report)
 October 15, 1996

OBJECT CODE	DESCRIPTION	FY1996-97 BUDGETED	FY1996-97 YTD	FY1995-96 YTD	FY1996-97 SEP 1996	FY1995-96 SEP 1995
6210-00	Prop. Taxes - current secured	706,000.00	0.00	0.00	0.00	0.00
6210-01	Public Utility	25,000.00	0.00	0.00	0.00	0.00
6210-04	Tester Plan - current delinquent	731,000.00	0.00	0.00	0.00	0.00
	TOTAL PROP. TAXES - CURRENT SECURED	725,900	0.00	0.00	0.00	0.00
		23,763				
6220	PROP. TAXES - CURRENT UNSECURED	50,000.00	25,067.82	40,060.75	25,067.82	40,060.75
6230-00	Prop. Taxes - Prior Secured	53,000.00	14,180.32	19,026.24	0.00	0.00
6230-01	Prior year's secured final apportionment	0.00	4,341.84	3,448.47	0.00	0.00
6230-02	Secured prior years	0.00	0.00	0.00	0.00	0.00
6230-03	Tax, dead land sales	0.00	0.00	0.00	0.00	0.00
6230-04	Tester Plan buyout - FY1992-1994 only	0.00	0.00	0.00	0.00	0.00
6230-10	Release of impounds	0.00	10,291.73	0.00	4,303.84	0.00
6230-11	(1994 ERAF Refund)	0.00	0.00	0.00	0.00	0.00
	TOTAL PROP. TAXES - PRIOR SECURED	53,000.00	23,813.89	22,474.71	4,303.84	0.00
6240	TOTAL PROP. TAXES PRIOR UNSECURED	500.00	0.00	0.00	0.00	0.00
6250	TAXES - SPECIAL DISTRICT AUGMENTATION	0.00	0.00	0.00	0.00	0.00
6260	PENALTIES & COSTS ON DELINQUENT TAXES	0.00	0.00	0.00	0.00	0.00
6280-00	Property taxes current supplemental	10,000.00	53.47	2,578.41	0.00	0.00
6280-01	Final supplemental for prior years	0.00	483.45	396.78	0.00	0.00
	TOTAL PROP. TAXES SUPPLEMENTAL - CURRENT	10,000.00	536.92	2,975.19	0.00	0.00
6300	PROP. TAXES SUPPLEMENTAL - PRIOR	2,000.00	1,063.86	430.23	0.00	0.00
6340	PENALTIES & COSTS ON DELINQUENT TAXES	0.00	448.40	398.88	0.00	0.00
	TOTAL TAXES	846,500.00	55,972.89	66,339.76	29,371.66	40,060.75
6610-00	Interest	15,000.00	1,072.91	6,462.46	1,048.94	4,969.57
6610-01	Interest - old bond fund	0.00	0.00	0.00	0.00	0.00
6610-25	Interest on impounded taxes released	15,000.00	3,649.59	0.00	2,205.56	0.00
	TOTAL INTEREST	15,000.00	4,722.50	6,462.46	3,254.50	4,969.57
6690	STATE - HOMEOWNER PROP TAX RELIEF	15,500.00	19.39	0.00	0.00	0.00
6970-00	State - ILL & Direct Loan Reimbursement	20,000.00	0.00	5,326.14	0.00	1,436.54
6970-01	State - CA Foundation Funds	35,000.00	0.00	0.00	0.00	0.00
6970-02	State - CA Literacy Campaign	12,000.00	11,837.70	0.00	0.00	0.00
6970-03	State - Family Literacy	0.00	0.00	10,000.00	0.00	10,000.00
6970-04	State - Dept of Education 321 Grant	3,500.00	0.00	0.00	0.00	0.00
6970-05	State - LSCA II Grant	0.00	0.00	0.00	0.00	0.00
697-007	State - Timber Yield Apport	70,500.00	0.00	15,226.14	0.00	11,436.54
	TOTAL STATE - OTHER GOVERNMENTAL	20,000.00	0.00	0.00	0.00	0.00
7130-00	BANKRUPTCY RECOVERY DISTRIBUTIONS	36,000.00	5,378.15	6,753.93	4,049.28	1,954.30
7670-00	LOCAL REVENUE	0.00	6.96	0.00	0.00	0.00
7680	6-MONTH EXPIRED (OUTLAWED) CHECKS	0.00	25,000.00	0.00	25,000.00	0.00
7810	TRANSFER FROM OTHER LIBRARY FUNDS	1,003,500.00	91,059.89	94,882.29	61,675.84	58,421.36
	FUND 707 TOTAL	1,003,500.00	66,059.89	94,882.29	36,675.84	58,421.36
	FUND 707 TOTAL LESS INTERFUND TRANSFERS	1,003,500.00	66,059.89	94,882.29	36,675.84	58,421.36

(= 16704.51 unapportioned)

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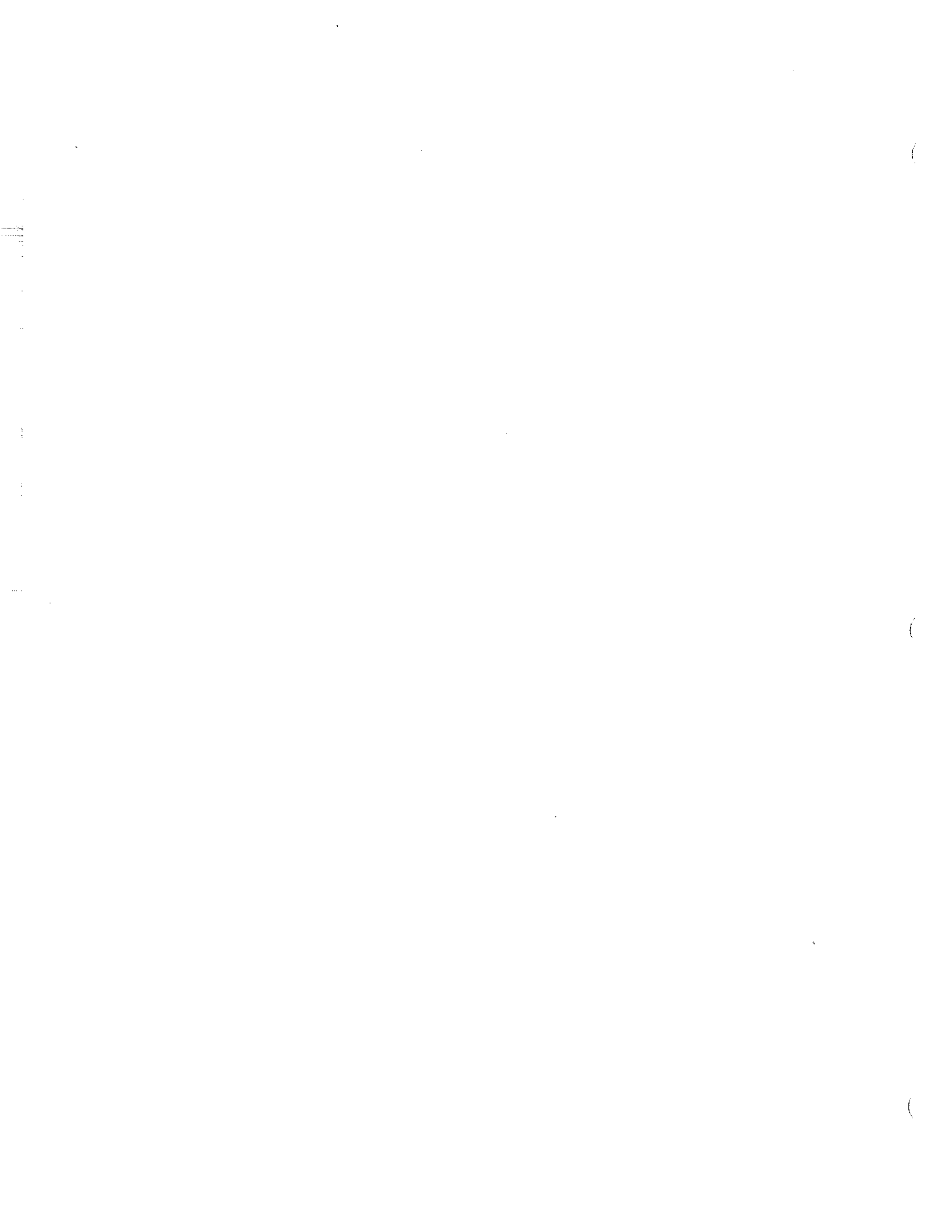
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PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
October 11, 1996

OBJECT CODE	DESCRIPTION	FY1996-97 BUDGETED	FY1996-97 YTD	FY1995-96 YTD	FY1996-97 SEP 1996	FY1995-96 SEP 1995
0100	Salaries & Wages	544,905.00	146,785.00	139,725.43	20,947.00	41,030.00
0200	Retirement	76,084.00	11,215.00	10,691.41	1,603.00	3,140.00
	Health Insurance/Care America	23,325.00	5,036.39	4,649.11	1,396.69	3,767.23
	Long Term Disability	2,149.00	576.29	635.47	176.74	213.90
	Vision Service Plan	1,067.00	298.50	312.18	99.50	94.50
	Dental	4,475.00	1,080.28	1,201.80	353.00	439.64
0300	Total Employee Insurance	31,516.00	7,011.46	6,798.56	2,223.93	4,513.27
0310	Unemployment Insurance	500.00	0.00	0.00	0.00	0.00
0350	Workers Compensation - General	6,500.00	0.00	0.00	0.00	0.00
	TOTAL SALARIES & EMPLOYEE BENEFITS	659,505.00	165,011.46	157,215.40	24,785.93	48,685.27
0700-00	Communications - Telephone	2,500.00	420.46	230.38	151.05	119.37
0700-01	Communications - Modem/Fax	3,000.00	979.72	634.11	392.04	379.63
0700-02	Communications - Internet/Database	500.00	0.00	39.60	0.00	0.00
0700-05	Communications - Cataloging & Acquisitions Vendor	5,160.00	423.82	423.82	0.00	0.00
0700-07	Communications - 321 Grant	150.00	42.77	31.29	20.54	15.30
0700-08	Communications - Adult Literacy	250.00	53.44	47.62	0.00	20.65
	Total Communications	12,160.00	1,920.21	1,406.82	563.63	534.95
0900-00	Food - General Fund	100.00	0.00	35.00	0.00	0.00
0900-07	Food - 321 Grant	50.00	0.00	0.00	0.00	0.00
0900-08	Food - Adult Literacy	50.00	0.00	0.00	0.00	0.00
090-009	Food - Family Literacy	0.00	0.00	0.00	0.00	0.00
	Total Food	200.00	0.00	35.00	0.00	0.00
1000-00	Household Expense	3,500.00	0.00	904.05	0.00	0.00
1100-00	Insurance	12,225.00	5,583.00	9,549.17	0.00	9,549.17
1300-00	Maintenance of Equipment - General Fund	25,100.00	3,478.00	80.00	0.00	0.00
1300-07	Maintenance of Equipment - 321 Grant	0.00	0.00	0.00	0.00	0.00
1300-08	Maintenance of Equipment - Adult Literacy	1,000.00	0.00	0.00	0.00	0.00
1300-09	Maintenance of Equipment - Family Literacy	0.00	0.00	0.00	0.00	0.00
	Total Maintenance of Equipment	26,100.00	3,478.00	80.00	0.00	0.00

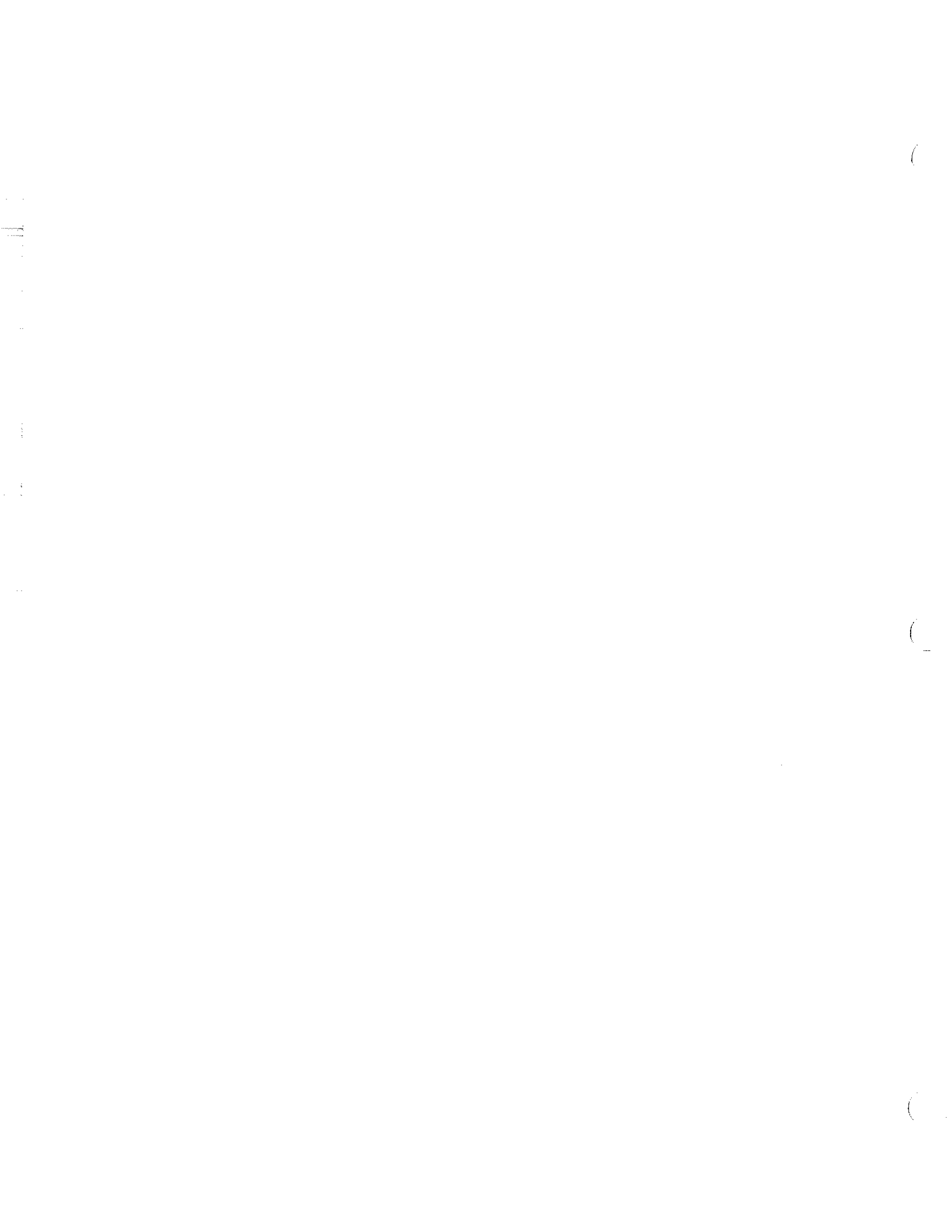
PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
October 15, 1996

OBJECT CODE	DESCRIPTION	FY1996-97 BUDGETED	FY1996-97 YTD	FY1995-96 YTD	FY1996-97 SEP 1996	FY1995-96 SEP 1995
	HVAC	6,500.00	1,550.84	2,160.74	573.82	0.00
	Carpet Cleaning	1,500.00	550.00	0.00	0.00	0.00
	Grounds/keeping, City of Placentia	21,000.00	5,034.27	2,273.40	1,667.03	0.00
	Plumbing	500.00	158.45	0.00	0.00	0.00
	Electrical	3,740.00	829.44	540.00	829.44	0.00
	Cleaning Service	11,700.00	2,850.00	2,850.00	950.00	950.00
	Locksmith	200.00	0.00	0.00	0.00	0.00
	Other	500.00	448.00	4,831.00	0.00	0.00
	Total Maintenance of Building & Grounds	45,640.00	11,421.00	12,664.14	4,020.29	950.00
1400-00						
1600-00	Memberships - General Fund	2,400.00	50.00	0.00	0.00	0.00
1600-07	Memberships - 321 Grant	0.00	170.00	135.00	95.00	0.00
1600-08	Memberships - Adult Literacy	150.00	95.00	0.00	0.00	0.00
1600-09	Memberships - Family Literacy	0.00	0.00	0.00	0.00	0.00
	Total Memberships	2,550.00	315.00	135.00	95.00	0.00
1700-00						
1700-00	Miscellaneous Expense - General Fund	0.00	0.00	(702.50)	0.00	0.00
1700-07	Miscellaneous Expense - 321 Grant	0.00	0.00	0.00	0.00	0.00
1700-08	Miscellaneous Expense - Adult Literacy	0.00	0.00	0.00	0.00	0.00
1700-09	Miscellaneous Expense - Family Literacy	0.00	0.00	0.00	0.00	0.00
	Total Miscellaneous Expense	0.00	0.00	(702.50)	0.00	0.00
1800-00						
1800-00	Library Supplies	7,500.00	0.00	1,436.69	0.00	295.57
	Printing	7,849.00	4,120.20	46.00	1,712.00	32.64
	EZ Copy - copy cards for sale to patrons	0.00	0.00	0.00	0.00	0.00
	Publications	1,000.00	0.00	16.13	0.00	0.00
	Paper	600.00	203.45	0.00	92.57	0.00
	Drinking Water Service	300.00	74.85	74.85	24.95	24.95
	Other Office Supplies	5,000.00	981.67	717.92	97.49	0.00
	Total Office Supply Expense - General Fund	22,249.00	5,300.17	2,291.59	1,927.01	353.16
1800-00						
1800-07	Literacy Dept Educ 321 Grant Supply Expense	0.00	0.00	0.00	0.00	0.00
	Printing	3,000.00	1,155.22	86.15	571.00	0.00
	Publications	2,750.00	0.00	47.05	0.00	47.05
	Paper	50.00	0.00	0.00	0.00	0.00
	Other Office Supplies	1,500.00	0.00	0.00	0.00	0.00
	Total Adult Literacy Office Supply Expense	7,300.00	1,155.22	133.20	571.00	47.05
1800-08						
1800-09	Family Literacy Supply Expense	0.00	0.00	216.05	0.00	0.00
	Total Office Expense	29,249.00	6,455.39	2,640.84	2,498.01	400.21



PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
October 15, 1996

OBJECT CODE	DESCRIPTION	FY 1996-97 BUDGETED	FY 1996-97 YTD	FY 1995-96 YTD	FY 1996-97 SEP 1996	FY 1995-96 SEP 1995
1803-00	Postage Expense - General Fund	1,500.00	121.61	133.00	39.61	0.00
1803-04	Postage Expense - LSCA II Grant	0.00	0.00	0.00	0.00	0.00
1803-08	Postage Expense - Adult Literacy	400.00	96.00	0.00	32.00	0.00
1803-09	Postage Expense - Family Literacy	0.00	0.00	0.00	0.00	0.00
	Total Postage Expense	1,900.00	217.61	133.00	71.61	0.00
	Care Resources (Employee Assistance)	650.00	105.00	70.00	35.00	35.00
	Pension Contribution & Operating Expenses	5,800.00	835.80	675.52	0.00	0.00
	Anaheim Library Automated System	39,000.00	0.00	26.23	0.00	0.00
	Clipping Service	400.00	98.13	64.42	32.71	0.00
	Tax Collection Services & Fees by Orange County	450.00	95.40	96.57	34.95	37.39
	Advertising	200.00	0.00	0.00	0.00	0.00
	Medical Exams	500.00	52.50	47.50	0.00	0.00
	Collection Services - Accounts Receivable	3,700.00	0.00	0.00	0.00	0.00
	Audit	3,750.00	350.00	0.00	0.00	0.00
	Payroll Preparation	2,500.00	547.95	401.10	166.95	0.00
	Election Expenses	13,000.00	0.00	0.00	0.00	0.00
	Staff Training in Library	0.00	0.00	0.00	0.00	0.00
	Other (including OCIP Settlement Allocations)	0.00	291.47	8.00	184.16	0.00
	Total Specialized Services - General Fund	69,950.00	2,376.25	4,340.34	453.77	72.39
1900-01	Specialized Services - LSCA II Grant	0.00	0.00	1,489.14	0.00	0.00
1900-07	Specialized Services - 321 Grant	0.00	0.00	0.00	0.00	0.00
1900-48	Specialized Services - Adult Literacy	2,750.00	0.00	0.00	0.00	0.00
1900-49	Specialized Services - Family Literacy	0.00	0.00	0.00	0.00	0.00
1900-18	Tax Collection Services & Fees by Orange County	2,500.00	83.40	100.15	73.43	100.15
	Total Specialized Services	74,900.00	2,464.65	5,929.63	527.20	172.54
2000-00	Legal Notices - General Fund	500.00	842.78	112.50	0.00	0.00
2000-41	Legal Notices - LSCA II Grant	0.00	0.00	0.00	0.00	0.00
	Total Legal Notices	500.00	842.78	112.50	0.00	0.00
2100-00	Rent/Lessee-Equipment	0.00	0.00	0.00	0.00	0.00
2200-00	Semi-Annual Bond Payment	7,900.00	0.00	0.00	0.00	0.00
2300-00	Small Tools/Instruments	0.00	0.00	0.00	0.00	0.00



PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 3071
(Prepared from the Orange County Auditor's Report)
October 15, 1996

OBJECT CODE	DESCRIPTION	FY1996-97 BUDGETED	FY1996-97 YTD	FY1995-96 YTD	FY1996-97 SEP 1996	FY1995-96 SEP 1995
2400-00	Special Department Expense - Miscellaneous	100.00	0.00	0.00	0.00	0.00
2400-01	Special Department Expense- Books	18,446.00	610.21	3,415.84	46.84	0.00
2400-02	Special Department Expense - Video	1,000.00	0.00	183.00	0.00	0.00
2400-03	Special Department Expense - Electronic	10,000.00	2,392.15	3,944.54	2,392.15	0.00
2400-04	Special Department Expense - Periodicals	26,000.00	561.42	(488.33)	212.42	(488.33)
2400-05	Special Department Expense - Audio	2,400.00	0.00	0.00	0.00	0.00
2400-07	Special Department Expense - 321 Grant	0.00	0.00	0.00	0.00	0.00
2400-08	Special Department Expense - Adult Literacy	500.00	0.00	0.00	0.00	0.00
2400-09	Special Department Expense - Family Literacy	0.00	0.00	0.00	0.00	0.00
	Total Special Department Expense	58,446.00	3,563.78	7,035.05	2,651.41	(488.33)
2600-00	Transportation/Travel - General	0.00	0.00	0.00	0.00	0.00
2700-00	Transportation/Travel - Meetings, Staff Out of Town	0.00	293.00	423.82	0.00	0.00
2700-01	Transportation/Travel - Meetings, Staff Local	1,300.00	28.83	24.50	28.83	4.50
2700-02	Transportation/Travel - Meetings, Board Out of Town	750.00	0.00	0.00	0.00	0.00
2700-03	Transportation/Travel - Meetings, Board Local	500.00	250.00	0.00	250.00	0.00
2700-04	Transportation/Travel - Meetings, LSCA II Grant	0.00	0.00	0.00	0.00	0.00
2700-07	Transportation/Travel - Meetings, 321 Grant	2,750.00	148.00	0.00	107.00	0.00
2700-08	Transportation/Travel - Meetings - Adult Literacy	500.00	0.00	0.00	0.00	0.00
2700-09	Transportation/Travel - Meetings - Family Literacy	0.00	0.00	0.00	0.00	0.00
	Total Transportation/Travel - Meetings	6,000.00	719.83	448.32	385.83	4.50
	Electricity	51,000.00	10,457.02	4,618.99	4,685.02	0.00
	Gas	3,300.00	75.45	217.36	19.65	(217.36)
	Water	1,525.00	990.03	519.42	333.39	231.35
	Total Utilities	56,225.00	11,223.50	5,355.77	5,038.26	13.99
2800-00	TOTAL SUPPLIES & SERVICES	337,795.00	48,509.75	45,746.79	15,851.24	11,137.03
3700-00	Taxes, Assessments (Sales Tax)	1,200.00	0.00	0.00	0.00	0.00
4000-00	Equipment - General Fund	5,000.00	214.42	0.00	0.00	0.00
4000-07	Equipment - 321 Grant	0.00	0.00	0.00	0.00	0.00
4000-08	Equipment - Adult Literacy	0.00	0.00	0.00	0.00	0.00
4000-09	Equipment - Family Literacy	0.00	0.00	0.00	0.00	0.00
4000-11	Equipment - County Assigned Fund	0.00	0.00	0.00	0.00	0.00
	Total Equipment	5,000.00	214.42	0.00	0.00	0.00
4200-00	Structures/Improvements	0.00	0.00	0.00	0.00	0.00
	TOTAL EQUIPMENT EXPENSE	5,000.00	214.42	0.00	0.00	0.00
4807	OPERATING TRANSFER TO ANOTHER DISTRICT FUND	0.00	0.00	0.00	0.00	0.00
5600	INVESTMENT POOL LOSS	0.00	0.00	0.00	0.00	0.00
	TOTAL EXPENSES	1,003,500.00	213,735.63	202,962.19	-40,637.17	59,822.30

10/12/96

Expenditure Report

Placentia Library District
Balance Sheet

September 30, 1996

Assets

General Fund - Checking	5,995.63	
Literacy Fund-Checking	3,638.46	
County Exempt-Checking	4,808.65	
Payroll Account	42,128.76	
Savings (P/R Support)	5,528.26	
Savings (P/R Fees)	2,206.68	
Certificates of Deposit	25,000.00	
General Fund - Savings	9,259.54	
Literacy Fund - Savings	4,662.38	
County Exempt - Savings	6,537.57	
Total Assets		109,765.93 =====

Liabilities

Manual Payroll Checks	(79.21)	
Payroll Taxes Payable	4,190.15	
Deferred Comp Payable	842.45	
Insurance Payable	(406.79)	
Credit Union Payable	(364.22)	
Union Dues Payable	81.12	
Other Employee Deductions	656.41	
Total Liabilities		4,919.91

Capital

Fund Balance	104,846.02	
Total Capital		104,846.02 -----
Total Liabilities and Capital		109,765.93 =====

PLACENTIA LIBRARY DISTRICT
Bank Reconciliation for Sanwa Bank Account 0937-19337
General Fund Petty Cash Savings Account

September 1996

Prepared 10/10/96

	DATE/NO.	DEBITS	CREDITS	BALANCE
Statement Balance				9,259.54
Checks Out				
	TOTALS	0.00	0.00	
CHECKBOOK BAL				9,259.54

PLACENTIA LIBRARY DISTRICT
Bank Reconciliation for Sanwa Bank Account 2657-00860
General Fund Petty Cash Checking Account

September 1996

Prepared 10/10/96

	DATE/NO.	DEBITS	CREDITS	BALANCE
Statement Balance				6,365.43
Checks Out	4269	10.00		
	4290	152.00		
	4293	12.80		
	4297	20.00		
	4299	20.00		
	4301	40.00		
	4302	115.00		
TOTALS		369.80	0.00	
CHECKBOOK BAL				5,995.63

09/30/96

Page 1
Part 1 of 1 Parts

Placentia Library District
Income Statement For Department 01
Period Spread Sheet
1 Period(s) Ending September 30, 1996

	Total	09/30/96
Income		
Cash Register-Audio Visual	0.00	0.00
Cash Register-Mis.	16.05	16.05
Cash Register-Fines	2,034.20	2,034.20
Cash Register-Damaged Items-Not in	0.00	0.00
Cash Register-Lost Items	238.49	238.49
Cash Register-Copy Cards	0.00	0.00
Cash Register-Fax/Laminator	16.50	16.50
Cash Register-Childrens	0.00	0.00
Cash Register-Publications	0.00	0.00
Cash Register-Reserves	100.00	100.00
Cash Register-Computer Rental	38.60	38.60
Typewriter Income	0.00	0.00
Telephone Income	0.00	0.00
Copy Machine Income	0.00	0.00
State Library Reimbursements	5,044.97	5,044.97
State Library Grants	0.00	0.00
State of California Foundation Fund	0.00	0.00
Other Grants	0.00	0.00
County Reimbursements	680.61	680.61
Interest Income - checking	0.00	0.00
Interest Income - savings	10.95	10.95
Miscellaneous Income	0.00	0.00
	-----	-----
Total Income	8,180.37	8,180.37
Cost of Sales		
	-----	-----
Gross Profit (Loss)	8,180.37	8,180.37
Expenses		
Transfers to County	4,108.77	4,108.77
Employee Insurance (030)	0.00	0.00
Food (0900)	0.00	0.00
Household Expenses (100)	0.00	0.00
Insurance (1100)	0.00	0.00
Maintenance-Equip (130)	0.00	0.00
Maintenance-Bldg (140)	235.00	235.00
Communications (070)	0.00	0.00
Memberships (160)	65.00	65.00
Office Expense (180)	80.32	80.32
Postage (183)	131.10	131.10
Prof. & Spec. Services (190)	0.00	0.00
Special Departmental Expense (240)	(351.02)	(351.02)
Transportation & Travel (270)	515.08	515.08
Utilities (280)	0.00	0.00
Equipment (400)	0.00	0.00

09/30/96

Page 2

Part 1 of 1 Parts

Placentia Library District
Income Statement For Department 01
Period Spread Sheet
1 Period(s) Ending September 30, 1996

	Total	09/30/96
Taxes and Fees (370)	0.00	0.00
Funds in Transit	0.00	0.00
	-----	-----
Total Expenses	4,784.25	4,784.25
	-----	-----
Operating Income (Loss)	3,396.12	3,396.12
Other Income		
Other Expenses		
	-----	-----
Net Income (Loss)	3,396.12	3,396.12
	=====	=====

09/30/96

Page 1

Placentia Library District
Income Statement For Department 01
YTD Actual Spread Sheet
1 Period(s) Ending September 30, 1996

Part 1 of 1 Parts

	09/30/96
Income	
Cash Register-Audio Visual	0.00
Cash Register-Mis.	21.65
Cash Register-Fines	5,431.17
Cash Register-Damaged Items-Not in Us	0.00
Cash Register-Lost Items	451.51
Cash Register-Copy Cards	0.00
Cash Register-Fax/Laminator	16.50
Cash Register-Childrens	150.00
Cash Register-Publications	0.00
Cash Register-Reserves	366.30
Cash Register-Computer Rental	64.10
Typewriter Income	15.18
Telephone Income	34.57
Copy Machine Income	0.00
State Library Reimbursements	5,044.97
State Library Grants	0.00
State of California Foundation Funds	0.00
Other Grants	0.00
County Reimbursements	4,177.08
Interest Income - checking	0.00
Interest Income - savings	27.00
Miscellaneous Income	0.00

Total Income	15,800.03
Cost of Sales	

Gross Profit (Loss)	15,800.03
Expenses	
Transfers to County	5,437.64
Employee Insurance (030)	0.00
Food (0900)	0.00
Household Expenses (100)	0.00
Insurance (1100)	0.00
Maintenance-Equip (130)	0.00
Maintenance-Bldg (140)	235.00
Communications (070)	0.00
Memberships (160)	140.00
Office Expense (180)	197.32
Postage (183)	217.61
Prof. & Spec. Services (190)	0.00
Special Departmental Expense (240)	(351.02)
Transportation & Travel (270)	1,099.08
Utilities (280)	0.00
Equipment (400)	0.00

09/30/96

Placentia Library District
Income Statement For Department 01
YTD Actual Spread Sheet
1 Period(s) Ending September 30, 1996

Page 2
Part 1 of 1 Parts

	09/30/96
Taxes and Fees (370)	3.50
Funds in Transit	0.00

Total Expenses	6,979.13

Operating Income (Loss)	8,820.90
Other Income	
Other Expenses	

Net Income (Loss)	8,820.90
	=====

09/30/96

Placentia Library District
Cash Disbursements
Checkbook 5 Fiscal Year 97 Period 3
General Fund - Savings

Page 1

Check	Date	Payee	Amount
1023	09/17/96	Orange Co. Auditor	4,108.77
		0-5102-01 Transfers to County	4,108.77
		Checkbook 5 Total	4,108.77

09/30/96

Placentia Library District
Cash Disbursements
Checkbook 1 Fiscal Year 97 Period 3
General Account

Page 1

Check	Date	Payee	Amount
4290	09/03/96	California Library A	152.00
		0-5112-01 Memberships (160)	45.00
		0-5122-01 Transportation & Travel (270)	107.00
4291	09/03/96	U.S. Postmaster	131.10
		0-5116-01 Postage (183)	131.10
4292	09/03/96	Tall Mouse	7.52
		0-5114-01 Office Expense (180)	7.52
4293	09/17/96	E.D. Minter	12.80
		0-5114-01 Office Expense (180)	12.80
4294	09/17/96	Time to Travel	237.00
		0-5122-01 Transportation & Travel (270)	237.00
4295	09/17/96	Emils Cleaning	120.00
		0-5110-01 Maintenance-Bldg (140)	120.00
4296	09/17/96	Placentia Chamber	9.00
		0-5122-01 Transportation & Travel (270)	9.00
4297	09/17/96	DOVIA	20.00
		0-5112-01 Memberships (160)	20.00
4298	09/21/96	Contributions Magazi	40.00
		0-5114-01 Office Expense (180)	40.00
4299	09/21/96	Literacy Network	20.00
		0-5114-01 Office Expense (180)	20.00
4300	09/21/96	Embassy Suites	122.08
		0-5122-01 Transportation & Travel (270)	122.08
4301	09/25/96	Placentia Chamber	40.00
		0-5122-01 Transportation & Travel (270)	40.00
4302	09/25/96	Placentia Disposal	115.00
		0-5110-01 Maintenance-Bldg (140)	115.00
Checkbook 1 Total			1,026.50

09/30/96

Placentia Library District
Cash Disbursements
S U M M A R Y

Page 2

For Fiscal Year 97, Period 3 through Fiscal Year 97, Period 3

Account Name	Total
0-5110-01 Maintenance-Bldg (140)	235.00
0-5112-01 Memberships (160)	65.00
0-5114-01 Office Expense (180)	80.32
0-5116-01 Postage (183)	131.10
0-5122-01 Transportation & Travel (270)	515.08

	1,026.50
	=====

PLACENTIA LIBRARY DISTRICT
Bank Reconciliation for Sanwa Bank Account 0935-19338
Literacy Fund Petty Cash Savings Account

September 1996

Prepared 10/10/96

	DATE/NO.	DEBITS	CREDITS	BALANCE
Statement Balance				4,662.38
Checks Out				
	TOTALS	0.00	0.00	
CHECKBOOK BAL				4,662.38

PLACENTIA LIBRARY DISTRICT
Bank Reconciliation for Sanwa Bank Account 0938-15439
Literacy Fund Petty Cash Checking Account

September 1996

Prepared 10/10/96

	DATE/NO.	DEBITS	CREDITS	BALANCE
Statement Balance				3,638.46
Checks Out				
TOTALS		0.00	0.00	
CHECKBOOK BAL				3,638.46

09/30/96

Page 1

Placentia Library District
Income Statement For Department 02
Period Spread Sheet
1 Period(s) Ending September 30, 1996

Part 1 of 1 Parts

	Total	09/30/96
Income		
Gifts Income	0.00	0.00
Tutor Training Income	60.00	60.00
Workshops Income	0.00	0.00
Book/Materials Income	0.00	0.00
Interest Income - checking	2.99	2.99
Interest Income - savings	8.51	8.51
Miscellaneous Income	0.00	0.00
Citizenship Tests (CASAS)	190.00	190.00
Citizenship Tests (CASAS)	0.00	0.00
Donations to Literacy	0.00	0.00
	-----	-----
Total Income	261.50	261.50
Cost of Sales		
	-----	-----
Gross Profit (Loss)	261.50	261.50
Expenses		
Refunds (not in use)	0.00	0.00
Travel Expense	0.00	0.00
Equipment Expense	0.00	0.00
Refreshments	0.00	0.00
Printing	0.00	0.00
LVA Expenses	0.00	0.00
Miscellaneous	0.00	0.00
Tutor Training Materials	0.00	0.00
Bank Fees	0.00	0.00
	-----	-----
Total Expenses	0.00	0.00
Operating Income (Loss)	261.50	261.50
Other Income		
Other Expenses		
	-----	-----
Net Income (Loss)	261.50	261.50
	=====	=====

09/30/96

Placentia Library District
Income Statement For Department 02
YTD Actual Spread Sheet
1 Period(s) Ending September 30, 1996

Page 1
Part 1 of 1 Parts

	09/30/96
Income	
Gifts Income	0.00
Tutor Training Income	90.00
Workshops Income	0.00
Book/Materials Income	0.00
Interest Income - checking	9.16
Interest Income - savings	25.24
Miscellaneous Income	0.00
Citizenship Tests (CASAS)	349.00
Citizenship Tests (CASAS)	0.00
Donations to Literacy	0.00

Total Income	473.40
Cost of Sales	

Gross Profit (Loss)	473.40
Expenses	
Refunds (not in use)	0.00
Travel Expense	0.00
Equipment Expense	0.00
Refreshments	0.00
Printing	8.61
LVA Expenses	0.00
Miscellaneous	0.00
Tutor Training Materials	0.00
Bank Fees	0.00

Total Expenses	8.61

Operating Income (Loss)	464.79
Other Income	
Other Expenses	

Net Income (Loss)	464.79
	=====

09/30/96

Placentia Library District
Cash Disbursements
S U M M A R Y

Page 1

For Fiscal Year 97, Period 3 through Fiscal Year 97, Period 3

Account Name	Total
* * N O A C T I V I T Y * *	

PLACENTIA LIBRARY DISTRICT
Bank Reconciliation for Sanwa Bank Account 0933-19339
County Exempt Fund Petty Cash Savings Account

September 1996

Prepared 10/10/96

	DATE/NO.	DEBITS	CREDITS	BALANCE
Statement Balance				6,537.57
Checks Out				
TOTALS		0.00	0.00	
CHECKBOOK BAL				6,537.57

PLACENTIA LIBRARY DISTRICT
Bank Reconciliation for Sanwa Bank Account 2658-00932
County Exempt Checking Account

September 1996

Prepared 10/10/96

	DATE/NO.	DEBITS	CREDITS	BALANCE
Statement Balance				5,892.43
Checks Out	1043	69.20		
	1044	625.00		
	1045	120.20		
	1046	269.38		
TOTALS		1,083.78	0.00	
CHECKBOOK BAL				4,808.65

09/30/96

Placentia Library District
Income Statement For Department 03
Period Spread Sheet
1 Period(s) Ending September 30, 1996

Page 1
Part 1 of 1 Parts

	Total	09/30/96
Income		
Cash Register-Copy Cards-Exempt Fun	0.00	0.00
Microfilm/Microfich Income	0.00	0.00
Meeting Room Income	180.00	180.00
Test Proctoring Income	60.00	60.00
Vending Machine Income	0.00	0.00
Debit Card Income	435.00	435.00
Friends Contributions	0.00	0.00
Friends - Summer Reading	1,000.00	1,000.00
Gifts Income	0.00	0.00
Special Gifts (Non Library)	0.00	0.00
Children's Dept Income	0.00	0.00
Lobbyist Income	0.00	0.00
Interest Income - checking	4.83	4.83
Interest Income - savings	11.63	11.63
Miscellaneous Income	0.00	0.00
Gulf Arab Grant Income	0.00	0.00
Community Grant Income	0.00	0.00
	-----	-----
Total Income	1,691.46	1,691.46
Cost of Sales		
	-----	-----
Gross Profit (Loss)	1,691.46	1,691.46
Expenses		
Copy Cards Purchase	0.00	0.00
Vend. Mach.-Repay Capital Equip.	0.00	0.00
Vending Machine Supplies	0.00	0.00
Vending Machine Repairs	0.00	0.00
Bank Fees & Services Charges	0.00	0.00
Children's Summer Reading Program	247.35	247.35
Children's Camp Library	0.00	0.00
Children's-Other	0.00	0.00
Debit Card - Repay Capital Equip.	0.00	0.00
Friend's-Director's Fund	36.61	36.61
Friend's-Other Activities	0.00	0.00
Library Board Expenses	0.00	0.00
Meeting Room Upkeep Expenses	165.00	165.00
Gulf Arab Grant	0.00	0.00
Community Grant Expense	0.00	0.00
Miscellaneous	0.00	0.00
Lobbyist Expense	625.00	625.00
Funds in Transit	0.00	0.00
Debit Card System Repairs	0.00	0.00
Debit Cards	0.00	0.00
Copier Maintenance Contract	0.00	0.00

09/30/96

Page 2

Placentia Library District Part 1 of 1 Parts
Income Statement For Department 03
Period Spread Sheet
1 Period(s) Ending September 30, 1996

	Total	09/30/96
Copier Lease Payments	0.00	0.00
Copier Supplies	404.07	404.07
	-----	-----
Total Expenses	1,478.03	1,478.03
	-----	-----
Operating Income (Loss)	213.43	213.43
Other Income		
Other Expenses		
	-----	-----
Net Income (Loss)	213.43	213.43
	=====	=====

09/30/96

Page 1

Placentia Library District Part 1 of 1 Parts
Income Statement For Department 03
YTD Actual Spread Sheet
1 Period(s) Ending September 30, 1996

	09/30/96
Income	
Cash Register-Copy Cards-Exempt Fund	0.00
Microfilm/Microfich Income	0.00
Meeting Room Income	1,130.00
Test Proctoring Income	140.00
Vending Machine Income	0.00
Debit Card Income	1,384.40
Friends Contributions	0.00
Friends - Summer Reading	1,000.00
Gifts Income	0.00
Special Gifts (Non Library)	0.00
Children's Dept Income	0.00
Lobbyist Income	0.00
Interest Income - checking	11.81
Interest Income - savings	42.48
Miscellaneous Income	0.00
Gulf Arab Grant Income	0.00
Community Grant Income	0.00

Total Income	3,708.69
Cost of Sales	

Gross Profit (Loss)	3,708.69
Expenses	
Copy Cards Purchase	0.00
Vend. Mach.-Repay Capital Equip.	0.00
Vending Machine Supplies	0.00
Vending Machine Repairs	0.00
Bank Fees & Services Charges	0.00
Children's Summer Reading Program	1,662.40
Children's Camp Library	0.00
Children's-Other	0.00
Debit Card - Repay Capital Equip.	0.00
Friend's-Director's Fund	369.40
Friend's-Other Activities	0.00
Library Board Expenses	306.99
Meeting Room Upkeep Expenses	335.00
Gulf Arab Grant	0.00
Community Grant Expense	0.00
Miscellaneous	0.00
Lobbyist Expense	1,957.41
Funds in Transit	0.00
Debit Card System Repairs	0.00
Debit Cards	0.00
Copier Maintenance Contract	675.00

09/30/96

Placentia Library District
Income Statement For Department 03
YTD Actual Spread Sheet
1 Period(s) Ending September 30, 1996

	09/30/96
Copier Lease Payments	0.00
Copier Supplies	404.07

Total Expenses	5,710.27

Operating Income (Loss)	(2,001.58)
Other Income	
Other Expenses	

Net Income (Loss)	(2,001.58)
	=====

09/30/96

Placentia Library District
Cash Disbursements
Checkbook 3 Fiscal Year 97 Period 3
County Exempt

Page 1

Check	Date	Payee		Amount
1038	09/12/96	Strouds		36.61
		0-5314-03 Friend's-Director's Fund	36.61	
1039	09/17/96	Jerry Lambuth		100.00
		0-5319-03 Meeting Room Upkeep Expenses	100.00	
1040	09/17/96	Emils Cleaning		65.00
		0-5319-03 Meeting Room Upkeep Expenses	65.00	
1041	09/17/96	Spicers		134.69
		0-5329-03 Copier Supplies	134.69	
1042	09/17/96	Smilemakers		57.95
		0-5308-03 Children's Summer Reading Progra	57.95	
1043	09/24/96	Smilemakers		69.20
		0-5308-03 Children's Summer Reading Progra	69.20	
1044	09/25/96	California Advocates		625.00
		0-5323-03 Lobbyist Expense	625.00	
1045	09/30/96	Ingram Library Servi		120.20
		0-5308-03 Children's Summer Reading Progra	120.20	
1046	09/30/96	Spicers		269.38
		0-5329-03 Copier Supplies	269.38	

Checkbook 3 Total				1,478.03

09/30/96

Placentia Library District
Cash Disbursements
S U M M A R Y

Page 2

For Fiscal Year 97, Period 3 through Fiscal Year 97, Period 3

Account Name	Total
0-5308-03 Children's Summer Reading Program	247.35
0-5314-03 Friend's-Director's Fund	36.61
0-5319-03 Meeting Room Upkeep Expenses	165.00
0-5323-03 Lobbyist Expense	625.00
0-5329-03 Copier Supplies	404.07

	1,478.03
	=====

PLACENTIA LIBRARY DISTRICT
Reconciliation for Bank of America Account 07605-80156
Payroll Account

Prepared October 5, 1996

	NUMBER	DEBITS	CREDITS	BALANCE
Statement Balance				42,470.80
	2608	17.54		
	2618	29.09		
	2622	29.09		
	2634	266.32		
	TOTALS	342.04	0.00	
Checkbook balance				42,128.76

09/30/96

Page 1

Placentia Library District
 Income Statement For Department 04
 Period Spread Sheet
 1 Period(s) Ending September 30, 1996

Part 1 of 1 Parts

	Total	09/30/96
Income		
Transfers from County	45,120.00	45,120.00
Interest Income-CD's	0.00	0.00
Interest-Savings-Landmark	16.13	16.13
Interest-Savings-B of A	0.00	0.00
Miscellaneous Income	0.00	0.00
	-----	-----
Total Income	45,136.13	45,136.13
Cost of Sales	-----	-----
Gross Profit (Loss)	45,136.13	45,136.13
Expenses		
Salaries	40,199.09	40,199.09
Prepaid Salaries	0.00	0.00
Employee Benefits	0.00	0.00
Employer Payroll Taxes	3,034.48	3,034.48
Payroll Processing Fees	0.00	0.00
Bank Fees and Service Charges	0.00	0.00
Miscellaneous - Unknown	0.00	0.00
	-----	-----
Total Expenses	43,233.57	43,233.57
Operating Income (Loss)	1,902.56	1,902.56
Other Income		
Other Expenses	-----	-----
Net Income (Loss)	1,902.56	1,902.56
	=====	=====

09/30/96

Page 1

Placentia Library District
Income Statement For Department 04
YTD Actual Spread Sheet
1 Period(s) Ending September 30, 1996

Part 1 of 1 Parts

	09/30/96
Income	
Transfers from County	158,000.00
Interest Income-CD's	296.06
Interest-Savings-Landmark	31.79
Interest-Savings-B of A	0.00
Miscellaneous Income	0.00

Total Income	158,327.85
Cost of Sales	-----
Gross Profit (Loss)	158,327.85
Expenses	
Salaries	120,862.14
Prepaid Salaries	0.00
Employee Benefits	0.00
Employer Payroll Taxes	13,689.57
Payroll Processing Fees	0.00
Bank Fees and Service Charges	0.00
Miscellaneous - Unknown	0.00

Total Expenses	134,551.71
Operating Income (Loss)	-----
	23,776.14
Other Income	
Other Expenses	-----
Net Income (Loss)	-----
	23,776.14
	=====

09/30/96

Placentia Library District
Cash Disbursements
S U M M A R Y

Page 1

For Fiscal Year 97, Period 3 through Fiscal Year 97, Period 3

Account Name

Total

* * N O A C T I V I T Y * *

Salomon Brothers
Asset Management Inc
Seven World Trade Center
New York, New York 10048

Agenda Item 15

212-783-7000

Salomon Brothers

September 4, 1996

Dear Pool Participant:

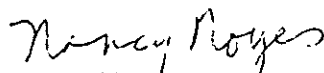
By the end of the first week of August, it appeared that the worst was finally over for the U.S. bond market. Unlike in recent months, when the market plunged following the employment report, bonds rallied strongly after July nonfarm payrolls posted a smaller-than-expected gain. The market also got a strong boost from the steep drop in the July (Natl. Assn. of Purchasing Managers) NAPM survey. This one-two combination of soft economic data led many to believe that the Federal Reserve would not have to tighten monetary policy before the November elections.

This wistful atmosphere however did not last long,. While the market was spared a tightening at the August 20 FOMC Federal Open Market Committee meeting, it was not spared from an onslaught of stronger-than-expected economic data at the end of the month: durable goods orders, consumer confidence, revisions to second quarter GDP, new home sales, and the Chicago purchasing managers index all posted stronger-than-expected increases. The ensuing sell-off quickly wiped out the returns on longer-dated fixed income instruments, once again allowing money market securities to handily outperform last month.

The average aggregate maturity of the portfolios was shortened to 30 days at the end of August, mainly to prepare for another large projected cash withdrawal. Excluding the funds targeted for withdrawal, the average maturity stood at 33 days.

Sincerely,


Steve Guterman (ii)


Nancy Noyes

County of Orange
Pre Bankruptcy Portfolio - 200
Investment Pool Portfolio Summary
August 31, 1996

- *All investments are in Treasury and agency securities, high-grade commercial paper, and certificates of deposit.
- *Maturities range from September 3, 1996 through October 18, 1996
- *18 day average maturity
- *0.45% average portfolio monthly return
- *5.32% average investment's annualized monthly yield
- *\$51 million in portfolio investments

Maturity Schedule (in million dollars)		Issuer Breakdown (in million dollars)	
Date	Amount	Issuer	Amount
9/3/96	\$20	Agency Securities	
9/10/96	1	FFCB	\$10
9/13/96	2	FHLB	2
9/19/96	1	FNMA	5
9/20/96	4	Commercial Paper	
9/23/96	5	Dresdner US Finance	\$2
9/27/96	10	Ford Motor Credit	1
9/30/96	3	GE Capital	1
10/8/96	1	General Reinsurance	2
10/11/96	1	Goldman Sachs Group	1
10/17/96	2	IBM Credit	1
10/18/96	1	Jostens	2
		PHH Corporation	2
		Certificates of Deposit	
		Banque Nationale De Paris	\$1
		Bayerische Landesbank	1
		Royal Bank of Canada	2
		Treasury Collateralized O/N	\$18

**County of Orange
Pre Bankruptcy Portfolio - 200
Investment Pool Portfolio Summary
August 31, 1996**

*All investments are in Treasury and agency securities, high-grade commercial paper, and certificates of deposit.

*Maturities range from September 3, 1996 through October 18, 1996

*18 day average maturity

*0.45% average portfolio monthly return

*5.32% average investment's annualized monthly yield

*\$51 million in portfolio investments

Maturity Schedule (in million dollars)		Issuer Breakdown (in million dollars)	
Date	Amount	Issuer	Amount
9/3/96	\$20	Agency Securities	
9/10/96	1	FFCB	\$10
9/13/96	2	FHLB	2
9/19/96	1	FNMA	5
9/20/96	4	Commercial Paper	
9/23/96	5	Dresdner US Finance	\$2
9/27/96	10	Ford Motor Credit	1
9/30/96	3	GE Capital	1
10/8/96	1	General Reinsurance	2
10/11/96	1	Goldman Sachs Group	1
10/17/96	2	IBM Credit	1
10/18/96	1	Jostens	2
		PHH Corporation	2
		Certificates of Deposit	
		Banque Nationale De Paris	\$1
		Bayerische Landesbank	1
		Royal Bank of Canada	2
		Treasury Collateralized O/N	\$18

**County of Orange
Post Bankruptcy Portfolio
Investment Pool Portfolio Summary
August 31, 1996**

*All investments are in Treasury and agency securities, high-grade commercial paper, certificates of deposit, and bankers acceptances.

*Maturities range from September 3, 1996 through March 6, 1997

*28 day average maturity

*0.45% average portfolio monthly return

*5.36% average investment's annualized monthly yield

*\$1.2 billion in portfolio investments

Maturity Schedule (in million dollars)		Issuer Breakdown (in million dollars)	
Date	Amount	Issuer	Amount
9/3/96	\$439	Agency Securities	
9/4/96	10	FHLMC	\$91
9/6/96	10	FNMA	109
9/9/96	59	Bankers Acceptances	
9/10/96	6	Bankers Trust	\$19
9/12/96	16	Chase Manhattan	12
9/13/96	20	Rabobank	5
9/16/96	35	Commercial Paper	
9/19/96	15	BT Securities	\$17
9/20/96	25	Commercial Credit	10
9/23/96	18	Deutsche Bank	25
9/24/96	20	Ford Motor Credit	24
9/25/96	15	GE Capital	15
10/1/96	15	General Reinsurance	9
10/2/96	45	Goldman Sachs Group	25
10/4/96	7	IBM Credit	15
10/7/96	45	JC Penney Funding	15
10/8/96	18	Jostens	22
10/11/96	24	JP Morgan	28
10/15/96	60	Metlife Funding	15
10/16/96	17	PHH Corporation	24
10/17/96	87	Smithkline Beecham	25
10/18/96	14	Transamerica Finance	15
10/21/96	15	TRW	20

**County of Orange
Post Bankruptcy Portfolio
Investment Pool Portfolio Summary
August 31, 1996**

*All investments are in Treasury and agency securities, high-grade commercial paper, certificates of deposit, and bankers acceptances.

*Maturities range from September 3, 1996 through March 6, 1997

*28 day average maturity

*0.45% average portfolio monthly return

*5.36% average investment's annualized monthly yield

*\$1.2 billion in portfolio investments

Maturity Schedule (in million dollars)		Issuer Breakdown (in million dollars)	
Date	Amount	Issuer	Amount
10/23/96	24	UBS Finance	30
10/24/96	15	Certificates of Deposit	
10/28/96	15	Bank of Nova Scotia	\$16
10/29/96	10	Bankers Trust	10
11/1/96	15	Banque Nationale de Paris	34
11/4/96	20	Bayer Hypo Bank	30
11/14/96	2	Bayerische Landesbank	15
12/30/96	5	Bayerische Vereinsbank	14
1/13/97	10	Deutsche Bank	21
1/15/97	10	Morgan Guaranty Trust	5
1/17/97	15	National Westminster Bank	25
2/10/97	15	Rabobank	15
3/6/97	1	Royal Bank of Canada	59
		Societe Generale	43
		US Treasury Securities	
		US Treasury Bill	\$3
		Treasury Collateralized O/N	\$332

**County of Orange
Schools Portfolio - 693
Investment Pool Portfolio Summary
August 31, 1996**

*All investments are in Treasury and agency securities, high-grade commercial paper, certificates of deposit, and bankers acceptances.

*Maturities range from September 3, 1996 through February 10, 1997


*34 day average maturity


*0.46% average portfolio monthly return

*5.38% average investment's annualized monthly yield

*\$694 million in portfolio investments

Maturity Schedule (in million dollars)		Issuer Breakdown (in million dollars)	
Date	Amount	Issuer	Amount
9/3/96	\$259	Agency Securities	
9/4/96	10	FHLB	\$12
9/6/96	5	FHLMC	57
9/9/96	39	FNMA	38
9/10/96	13	Bankers Acceptances	
9/11/96	7	Bankers Trust	\$5
9/13/96	5	Chase Manhattan	10
9/16/96	10	Rabobank	5
9/19/96	10	Commercial Paper	
9/23/96	19	ANZ Delaware	\$14
9/24/96	5	Commercial Credit	10
9/25/96	10	Ford Motor Credit	14
9/30/96	6	GE Capital	15
10/1/96	10	General Reinsurance	10
10/2/96	5	Goldman Sachs Group	15
10/3/96	11	Hershey Foods	10
10/4/96	5	HJ Heinz	7
10/7/96	15	IBM Credit	10
10/8/96	10	Jostens	7
10/11/96	12	JP Morgan	15
10/15/96	40	Metlife Funding	5
10/16/96	24	PHH Corporation	7
10/17/96	8	Transamerica Finance	10
10/21/96	8	UBS Finance	20
10/22/96	10	USAA Capital	13
10/24/96	5	Xerox Corporation	9

TO: Elizabeth Minter, Library Director 

FROM: Julie Shook, Reference Librarian 

DATE: October 15, 1996

SUBJECT: Acquisitions Report

Dollars Spent:
9/1/96 to 9/30/96

	General Funds	Adopt A Book
Adult Fiction	17.70	18.05
Adult Non-Fiction	18.35	
Juvenile Fiction	28.71	89.15
Juvenile Non-Fiction	85.80	85.59
Juvenile Reference	52.29	17.04
Total	202.85	209.83

7/1/96 to 8/31/96

	General Funds	Adopt A Book
Adult Fiction	325.97	344.85
Adult Non-Fiction	273.45	213.62
Juvenile Fiction	28.71	89.15
Juvenile Non-Fiction	85.80	139.21
Juvenile Reference	52.29	17.04
Total	766.22	803.87


Outstanding Orders
(as of 10/4/96)

	General Funds	Adopt A Book
	\$1,614.62	152.05

Donated Items 7/1/96 to 10/4/96

Adult Books	158	\$3,052.42
Juvenile Books	119	1,172.38
Adult Videos	7	120.00
Juvenile Videos	5	84.00
Audio CDs	1	15.00
Audio Cassettes/Books		
Total	290	\$4,443.80

(These figures do not include paperbacks.)

TO: Elizabeth D. Minter, Library Director 

FROM: Peggy Burkich, Circulation Supervisor *PB*

DATE: October 15, 1996

SUBJECT: ACS: Overdue Collection Report for Month of September

The report received from ACS Collection Agency on October 8, 1996 is Attachment A

A summary of the current status is as follows:

FY 1995-96	# New Accounts Submitted	Total # Active Accounts	# Paid In Full Curr. Month	Amount Received Curr. Month	# Written Off Suspended Curr. Month
July	6	40	9	422.41	14
August	5	22	8	360.02	10
September	43	43	15	759.60	12
October					
November					
December					
January					
February					
March					
April					
May					
June					
TOTAL YTD	54	105	32	1,542.03	36

2158 W 190th St
Torrance, CA 90509-2829

CLIENT PROGRESS REPORT TO 01 Oct 1996

PLACENTIA PUBLIC LIBRARY
411 E CHAPMAN
411 E CHAPMAN AVE
PLACENTIA, CA 92670
ATTN: PEGGY BURKICH

Your consultant is:
WELDON AND ASSOCIATES
(714) 733-3558 Ext

PLA400 Representative is:
OVERDUES DESK
(714) 528-1906 Ext 208

	MONTH TO DATE		YEAR TO DATE		INCEPTION TO DATE	
	#	\$	#	\$	#	\$
GROSS ASSIGNMENTS	43	3,230.33	169	14,032.45	1409	98,273.25
LESS: Mail Return*, Dispute, Bankrpt	4	257.53	34	3,274.61	281	21,155.95
NET ASSIGNMENTS	39	2,972.80	135	10,757.84	1128	77,117.30
COLLECTED						
Paid in Full	8	479.38	47	2,930.32	333	17,555.94
Settled in Full	0	0.00	8	838.81	91	5,612.56
Partial Payment	5	133.48	58	2,333.37	267	11,242.25
Resolved	2	146.74	5	336.84	35	1,600.79
TOTAL RECOVERED	15	759.60	118	6,439.34	726	36,011.54

Age of accounts when started	0-30	31-60	61-90	91-120	over 120
	256	57	308	226	562
	\$16,550	\$3,941	\$20,889	\$16,187	\$40,241

* Percentage of Mail Returns - 19.9 %

STATUS CODE LEGEND

A - active (demands being sent)	ST - action stopped
PF - paid in full (MATS and/or CASH)	SU - action suspended (60 day limit)
SF - settled in full (MATS and/or CASH)	N - new account
CC - cycle completed	D - disputed
PP - partial payment (MATS and/or CASH)	MR - mail returned
TH - account thanked	BK - bankruptcy

ACCOUNT INVENTORY AND STATUS

PATIENT / DEBTOR	ACS #	DATE LAST PMT / CHG	DATE ASSIGNED	BALANCE OF ACCOUNT	STAT CODE	DEMAND #
	585577	05/19/96	09/09/96	65.00	A,PP	1
	26018053311058		AMT: 71.33			
	585578	06/11/96	09/09/96	48.60	A	1
	26018053335602		AMT: 48.60			
	585677	02/05/96	09/10/96	60.35	A	1
	26018053327617		AMT: 60.35			
	585694	04/20/96	09/10/96	50.95	A	1
	26018053299709		AMT: 50.95			
	585691	04/23/96	09/10/96	52.99	A	1
	26018053259679		AMT: 52.99			
	585576	05/19/96	09/09/96	162.32	A	1
	26018053041275		AMT: 162.32			
	585702	04/05/96	09/10/96	91.85	A	1
	26018053293017		AMT: 91.85			
	582785	03/26/96	06/21/96	89.94	CC	5
	26053071167349		AMT: 89.94			
	582776	03/27/96	06/21/96	323.51	CC	5
	26053071072135		AMT: 323.51			
	585686	04/25/96	09/10/96	103.79	SU	1
	26018053187342		AMT: 103.79			
	583098	03/25/96	06/27/96	0.00	PF	5
	260180533		AMT: 57.75			
	585693	06/04/96	09/10/96	98.20	A	1
	26019005275920		AMT: 98.20			
	583102	03/28/96	06/27/96	70.00	CC	5
	26019005284955		AMT: 70.00			
	585699	05/30/96	09/10/96	58.45	MR	1
	26019005231436		AMT: 58.45			
	585681	05/01/96	09/10/96	71.97	A	1
	26018053315760		AMT: 71.97			
	586467	07/01/96	09/30/96	69.33	A	1
	26019005410022		AMT: 69.33			
	585688	04/25/96	09/10/96	87.85	A	1
	26018053332211		AMT: 87.85			
	583063	02/25/96	06/27/96	104.22	CC	5
	26018053273985		AMT: 104.22			
	583105	02/25/96	06/27/96	104.22	CC	5
	26018053273985		AMT: 104.22			
	585680	11/23/92	09/10/96	78.28	MR	1
	26018053169258		AMT: 78.28			

585581	05/07/96	09/09/96	37.95	A	1
26019005607023		AMT: 37.95			
585675	03/12/96	09/10/96	46.90	MR	1
26053070389399		AMT: 46.90			
584350	05/01/96	07/26/96	56.23	A	4
26018053264794		AMT: 56.23			
584354	05/06/95	07/29/96	52.90	A	4
26019004588869		AMT: 52.90			
585689	04/15/96	09/10/96	64.95	A	1
26018053330488		AMT: 64.95			
582779	04/01/96	06/21/96	134.80	CC	5
26018053331452		AMT: 134.80			
585575	10/23/85	09/09/96	74.05	A	1
26018053309037		AMT: 74.05			
585579	06/24/96	09/09/96	58.50	A	1
26018053329258		AMT: 58.50			
583062	04/30/96	06/27/96	0.00	PF	5
26053071076193		AMT: 54.10			
585692	04/24/96	09/10/96	35.00	A,PF	1
26018053276111		AMT: 51.00			
583099	03/20/96	06/27/96	0.00	PF	5
26019005296066		AMT: 54.55			
583104	01/22/96	06/27/96	60.94	CC	5
26053071084460		AMT: 60.94			
585698	06/06/96	09/10/96	108.70	A	1
26019005607718		AMT: 108.70			
585695	04/09/96	09/10/96	56.95	A	1
26018053318020		AMT: 56.95			
585669	05/08/96	09/10/96	59.23	A	1
26018053317741		AMT: 59.23			
583097	03/04/96	06/27/96	65.60	CC	5
26018053245512		AMT: 65.60			
586470	06/01/96	09/30/96	38.95	A	1
26018053335099		AMT: 38.95			
583103	03/19/96	06/27/96	69.80	CC	5
26018053068153		AMT: 69.80			
585668	03/12/96	09/10/96	49.95	A	1
26018053274207		AMT: 49.95			
585697	06/03/96	09/10/96	70.95	A	1
26053070860464		AMT: 70.95			
585673	03/06/96	09/10/96	52.90	A	1
26019005607619		AMT: 52.90			
582782	03/18/96	06/21/96	66.23	CC	5
26018053316719		AMT: 66.23			
586465	07/01/96	09/30/96	113.95	A	1
26018053335768		AMT: 113.95			
585690	04/09/96	09/10/96	64.45	A	1
26018053317949		AMT: 64.45			
585687	04/14/96	09/10/96	89.50	A	1
26018052496694		AMT: 89.50			
582783	01/02/96	06/21/96	98.85	CC	5
26018052584846		AMT: 98.85			
585674	03/18/96	09/10/96	42.95	SU	1
26018053284396		AMT: 42.95			
585671	06/09/96	09/10/96	58.95	A	1
26018053336212		AMT: 58.95			

585700	05/22/96	09/10/96	104.29	A	1
26018053334662		AMT: 104.29			
582781	03/16/96	06/21/96	0.00	PF	5
26018053329290		AMT: 122.28			
585573	06/26/96	09/09/96	95.42	A	1
26019004980967		AMT: 95.42			
585683	07/05/96	09/10/96	25.95	A	1
26018053315919		AMT: 25.95			
585682	07/05/96	09/10/96	125.70	A	1
26018053315901		AMT: 125.70			
585580	06/24/96	09/09/96	93.75	A	1
26018053329787		AMT: 93.75			
585676	03/27/96	09/10/96	43.95	A	1
26019005284914		AMT: 43.95			
585684	04/23/96	09/10/96	160.63	A	1
26018053289007		AMT: 160.63			
585685	04/13/96	09/10/96	35.00	A,PP	1
26053071109432		AMT: 102.85			
585672	06/09/96	09/10/96	67.00	A	1
2601900494665		AMT: 67.00			
586463	05/22/96	09/30/96	89.85	A	1
26018053292225		AMT: 89.85			
585696	06/03/96	09/10/96	73.90	MR	1
26019005275896		AMT: 73.90			

TOTAL STILL ON SYSTEM :

4,437.39


TO: Library Board of Trustees
 FROM: Elizabeth D. Minter, Library Director
 DATE: October 15, 1996
 SUBJECT: **DEBIT CARD SYSTEM REIMBURSEMENT REPORT FOR SEPTEMBER, 1996**

SUMMARY OF PRINTER/COPPIER ACCOUNTS SEPTEMBER 1-30, 1996

Beginning Balance 09/01/96			\$ 692.94
	<u>Income</u>	<u>Expend.</u>	
Total Deposits	\$ 435.00		
Total Materials & Supplies		0.00	
Total Repairs		0.00	
Total Copier Paper Expense		404.07	
Total Copier Lease Payments		0.00	
Total Copier Maintenance Payment		0.00	
Debit Card System Loan Payback		<u>0.00</u>	
	<u>\$ 435.00</u>	<u>404.07</u>	
Ending Balance 09/30/96			<u>\$ 723.87</u>
September Payment			\$0.00

SUMMARY OF PRINTER/COPIER LOAN ACTIVITY THROUGH FUND 702

Loan Amount as of 08/31/96	16,559.50
Loan Repayment through 08/30/96	(4,865.48)
September Purchases (Fund 702)	0.00
September Payment	<u>0.00</u>
Balance 09/30/96	<u>\$ 11,694.02</u>

Prepared by: Charlene Dumitru 



TO: Library Board of Trustees
 FROM: Elizabeth D. Minter, Library Director
 DATE: October 15, 1996
 SUBJECT: Gift Fund Report

The following cash gifts to Placentia Library District were received through October 10, 1996.

Donations to Adopt-a-Book program:

<u>Name</u>	<u>Amount</u>
Margaret Coston	\$15.00
Darlene & Gary Covington	25.00
Sukulina Devi	25.00
Robert Genc	25.00
Nancy Kennedy	25.00
Suzanne Mills	25.00
Jo Ann Nelson	25.00
Will and Lois Nettleship	25.00
Jim & Jean Redman	25.00
Swan & Jeanette Sie	15.00
Richard & Margie Simmermacher	25.00
Susan Toman	25.00
Natividad Ysais	25.00
Total Donations to Foundation Adopt-a-Book	\$ 305.00

Donations to Placentia Library Foundation Endowment Fund:

John & Eleanor Allen	\$250.00 ←
Elliot & Joyce Rosenthal	50.00
Jacob & Vera Paperman	50.00
Gary & Jennifer Cattelino	50.00
Bruce & Peggy Groff	50.00
Robert & Sue D'Amato	50.00
Total Donations to Foundation Endowment Fund	\$ 500.00

TOTAL CASH DONATIONS
 through October 10, 1996

\$ 805.00



TO: Elizabeth D. Minter, Library Director

FROM: Charlene Dumitru, Administrative Assistant *CD*

DATE: October 15, 1996

SUBJECT: BUILDING MAINTENANCE REPORT FOR SEPTEMBER, 1996

1. **Air Conditioning** - Motor in condensor unit and leak repaired. Regular monthly maintenance was performed.
2. **Lighting** - Regular inspection, cleaning and replacement of overhead lighting.

TO: Library Board of Trustees
FROM: Elizabeth Minter, Library Director
DATE: October 15, 1996
SUBJECT: **PERSONNEL REPORT FOR SEPTEMBER, 1996**

RESIGNATIONS:

Travis Lane, Part-time Page (Circulation), effective September 26, 1996

TERMINATIONS:

None


APPOINTMENTS:


Jin Kang, Part-time Page (Circulation), effective September 8, 1996
Irma Mireles, Part-time Page (Circulation), effective September 11, 1996
Zora Vartanian, Part-time Page (Circulation), effective September 23, 1996

OPEN POSITIONS:

.25 FTE (10 hours) Clerk II, Volunteer Coordinator
.25 FTE (10 hours) Clerk I, Circulation

Prepared by: Charlene Dumitru 

TO: Elizabeth Minter, Library Director 

FROM: Gloria Clark, Volunteer Coordinator 

DATE: October 15, 1996

SUBJECT: VOLUNTEER REPORT FOR THE MONTH OF SEPTEMBER 1996

CUMULATIVE RECORD OF VOLUNTEER WORK HOURS

REGULAR	FY96/97 September	FY96/97	Starting	Cumulative
Andrade, Linda	10.75	27.75	9/95	85.75
Ball, Thom	0.00	13.50	7/96	13.50
Cheek, Lola	4.25	10.25	4/96	39.00
Covington, Darlene	2.50	6.75	3/95	258.00
Cullum, Beverly	6.00	10.25	7/96	10.25
Dailey, Marjorie	8.00	21.00	10/95	101.00
Deputy, Paul	24.25	67.00	7/82	5,959.00
Farkas, Ted	0.00	2.00		4.00
Fitzgerald, Joan	24.25	69.25	10/93	840.50
Godwin, Nita	20.00	26.25	2/96	62.50
Goldbaum, Mae	0.00	13.25	7/88	386.75
Hemmerling, Barbara	9.25	31.53	10/95	82.50
Himes, Camille	0.00	3.50	4/96	5.50
Hiranuma, Michael	7.75	21.25	4/96	52.00
Horrocks, Marjorie	7.00	13.25	10/95	52.75
Irot, Pat	80.00	197.50	2/96	376.50
Klendshoj, Ole	3.00	9.00	2/96	41.00
Langmore, Elizabeth	0.00	2.00	3/96	1.50
Livesey, Jane	12.00	12.00	10/95	55.00
Lough, Janet	6.00	20.00	3/96	66.00
Mignot, Shirley	10.75	29.00	9/95	99.00
Myers, Claire	12.00	24.00	10/95	171.00
Olson, Bob	4.00	16.50	9/95	58.00
Olson, Jean	4.00	14.50	9/95	48.50
Reynolds, Penny	0.00	0.00	9/95	117.75
Rome, Martha	0.00	2.00	2/96	39.25
Ryan, Kristin	2.00	2.00	9/96	2.00
Schlichter, Allan	6.00	22.00	10/93	306.00
Shaw, Dixie	1.00	5.00	5/94	73.00
Stark, Sandra	0.00	4.75		43.50
Stoller, Frances	12.00	17.50	9/95	78.50
Walker, Jim	1.50	1.50	2/96	11.25
Walker, Virginia	1.50	1.50	2/96	43.75
Westberg, Carl	7.00	16.75	9/93	390.00
Wymer, Betty	7.00	14.50	1/96	63.25
J.T.P.A.	88.00	117.00		117.00
S.T.E.P.	163.00	485.00		485.00
G.A.I.N.	0.00	216.00	5/96	518.00
TOTAL	544.75	1,566.78		11,157.75

J.T.P.A. / Job Training Partnership Act.
 S.T.E.P. / Senior Training & Employment Program
 G.A.I.N./Greater Avenues for Independence

TEMPORARY VOLUNTEERS

	FY96/97 September	FY96/97 YTD		FY96/97 September	FY96/97 YTD
Arnieri, Nick	0.00	2.00	Lin, Sherry	11.50	24.50
Bhavin, Petel	0.00	0.00	Mason, Jonathan	0.00	4.00
Bone, Shawnda	10.00	30.00	Mockler, Amanda	13.00	43.00
Burke, Marsha	0.00	0.00	Phan, Victor	0.00	38.25
Collins, Joseph	1.50	1.50	Rahman, Shayan	0.00	20.00
Dear, Walley	46.00	48.00	Ramirez, Paul	0.00	2.00
Delgado, Daniel	6.50	6.50	Rendon, Jorge	8.25	8.25
Delgado, Suzanne	6.50	18.50	Rothod, Nidhi	1.75	1.75
Deloff, Christine	2.75	2.75	Shen, Tom	11.25	11.25
Harikumar, Siblu	0.00	32.50	Tanaka, Emi	0.00	11.75
Harnett, Tom	10.00	30.00	Tanner, Lisa	0.50	4.50
Hiranuma, Michelle	0.00	6.50	Tao, Amy	0.00	24.00
Kang, Hyon	0.00	6.00	Tao, Jenny	0.00	25.00
Lapeyrolerie, Jamie	0.00	2.00	Taylor, Robert	46.00	46.00
Lapeyrolerie, Lisa	0.00	2.00	Uh, Soo	0.00	33.00
Lee, Grace	18.25	34.25	Warren, Mary	0.00	17.75
Liao, Jean	0.50	4.50	Yada, Julie	10.00	25.00
Lin, David	1.50	7.25	Yang, Denny	0.00	5.25
Lin, Jack	6.00	11.75	Yick, Leo	0.00	23.50
Lui, Jason	11.25	11.25	Yu, Liang	6.00	22.00
TOTAL	120.75	257.25		108.25	390.75

LVA VOLUNTEERS

Literacy Volunteer Hours	279.00
TOTAL VOLUNTEER HOURS	1,052.75

REGULAR VOLUNTEERS are committed to an on-going program each week

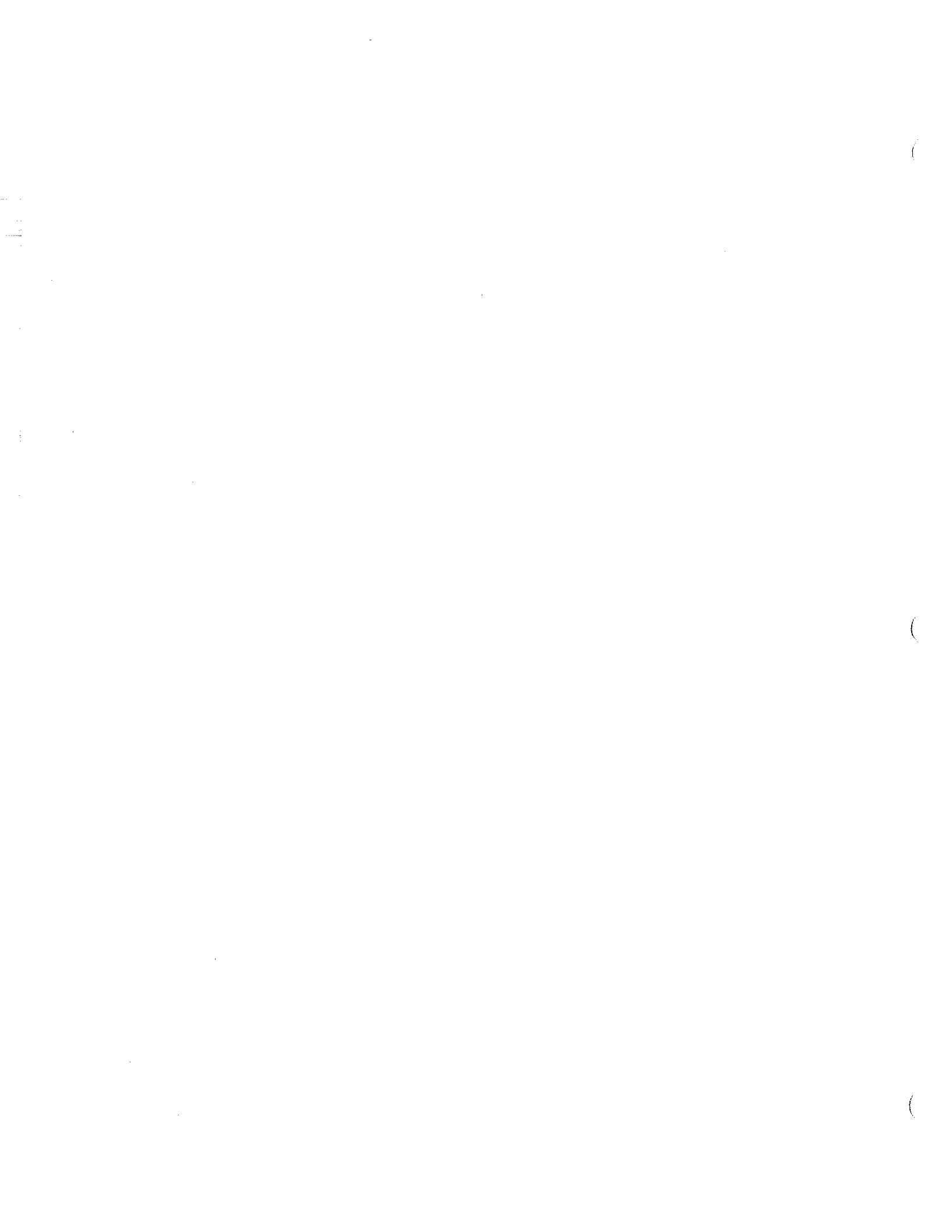
LITERACY VOLUNTEERS are involved in tutoring and other volunteer projects for the Literacy Campaign.

TEMPORARY VOLUNTEERS are working for a project in school, church, scouts, or court referral cases.

	Regular/Temp. Volunteers		Literacy Volunteers	
	FY96/97	FY96/97	FY96/97	FY96/97
January	362.75	361.25	523.00	469.00
February	511.50	339.25	509.00	601.50
March	437.50	410.50	509.00	476.00
April	554.25	702.25	467.00	455.00
May	406.25	473.00	546.50	445.00
June	386.75	437.25	297.00	270.00
July	433.00	808.25	423.00	457.00
August	573.00	776.75	333.50	209.00
September	354.25	773.75	377.50	279.00
October	432.25		580.00	
November	418.00		449.50	
December	301.00			

Placentia Library District
Circulation Report
OCTOBER 15, 1996

	FY96-97 YTD	FY95-96 YTD	% CHANGE FY96 TO FY97	FY96-97 SEPT 96	FY95-96 SEPT 95
1st Time Checkouts	51,489	53,799	-4.29%	14,305	14,381
Phone Renewals	3,090	2,627	17.62%	1,092	929
In-Building Renewals	4,899	5,952	-17.69%	1,331	1,710
Total Renewals	7,989	8,579	-6.88%	2,423	2,639
TOTAL CHECKOUTS	59,478	62,378	-4.65%	16,728	17,020
On-Time Checkins	53,761	56,705	-5.19%	14,002	14,594
Late Checkins	8,929	8,592	3.92%	2,754	3,107
TOTAL CHECKINS	62,690	65,297	-3.99%	16,756	17,701
Holds Placed	1,244	1,255	-0.88%	383	422
Holds Cancelled	208	203	2.46%	68	59
Holds Filled	1,091	1,130	-3.45%	313	348
Holds Expired	8	6	33.33%	3	1
Overdue Items	2,418	2,484	-2.66%	677	899
Overdue Notices	1,101	1,128	-2.39%	339	413
Billing Notices	1,470	1,509	-2.58%	406	421
Patrons Registered	865	1,128	-23.32%	347	455
Titles Added	1,779	2,693		489	548
Volumes Added	3,624	4,212		1,414	1,532
CIRCULATION BY TYPE OF MATERIAL					
Adult Print	27,003	28,611	-5.62%	8,386	8,379
Juvenile Print	26,395	27,080	-2.53%	6,679	6,596
Total Print	53,398	55,691	-4.12%	15,065	14,975
Audio	2,481	2,506	-1.00%	907	803
Visual	3,597	4,629	-22.29%	869	1,562
Equipment	0	0	0.00%	0	0
Total Audio Visual	6,078	7,135	-14.81%	1,776	2,965
TOTAL CIRCULATION	59,478	62,378	-4.65%	16,728	17,020
Placentia Circulation	36,655	38,119	-3.84%	10,079	9,934
% Placentia Circulation	61.63%	61.11%	0.85%	59.85%	58.37%
Anaheim/Yorba Linda Circulation	11,233	12,065	-6.90%	3,397	3,358
% Anaheim/Yorba Linda Circulation	18.89%	19.34%	-2.33%	20.17%	19.73%
TYPES OF BORROWERS					
Adult	39,945	42,006	-4.91%	12,018	12,265
Young Adult	750	507	47.93%	221	126
Juvenile	14,782	15,539	-4.87%	3,348	3,230
New Borrower	3,966	5,017	-20.95%	1,141	1,399
Non Resident	0	0	0.00%	0	0
Other	0	14	-100.00%	0	0
TOTAL BORROWERS	59,443	63,083	-5.77%	16,728	17,020
ATTENDANCE	92,910	100,516	-7.57%	30,122	30,668
Adult Reference - In Building	3,732	4,024	-7.26%	1,399	1,372
Adult Reference - Telephone	763	879	-13.20%	285	357
Children's Reference - In Building	1,446	2,127	-32.02%	552	809
Children's Reference - Telephone	145	251	N.A.	37	84
Total Adult Reference	4,495	4,903	-8.32%	1,684	1,729
Total Children's Reference	1,591	2,378	-33.10%	589	893
Total In Building Reference	5,178	6,151	-15.82%	1,951	2,181
Total Telephone Reference	908	1,130	-19.65%	322	441
TOTAL REFERENCE	6,086	7,281	-16.41%	2,273	2,622



CITY OF PLACENTIA INVOICES

PERIOD COVERED FY1993-1994	DATE INVOICE	S. CA EDISON	TURF	GROUNDS	MAINT/ REPAIRS	CIV CTR FIRE INS	CIV CTR BONDS	TOTAL
Jul 1993	Sep 2, 1993	5,529.93	971.48	727.93	0.00			7,229.34
Aug 1993	Oct 11, 1993	5,715.29	971.48	734.39	0.00	1,796.25		9,217.41
Sep 1993	Dec 15, 1993	4,803.98	971.48	1,063.29	0.00			6,838.75
Oct 1993	Dec 15, 1993	3,885.50	971.48	619.84	0.00			5,476.82
Nov 1993	Dec 15, 1993	3,688.52	971.48	908.50	0.00		234.50	5,803.00
Dec 1993	Feb 10, 1994	3,664.30	971.48	982.15	335.31			5,953.24
Jan 1994	Mar 14, 1994	3,349.29	971.48		0.00			4,320.77
Feb 1994	Mar 24, 1994	3,715.12	971.48	1,658.34	391.69			6,736.63
Mar 1994	Jun 10, 1994	3,801.89	971.48	748.54	0.00			5,521.91
Apr 1994	Jun 10, 1994	3,952.49	971.48	755.39	2,264.69		1,605.60	9,549.65
May 1994	Jun 14, 1994	4,332.79	971.48	785.36	387.88			6,477.51
Jun 1994	Jul 22, 1994	5,636.36	971.48	725.34	0.00	0.00	0.00	7,333.18
TOTAL		52,075.46	11,657.76	9,709.07	3,379.57	1,796.25	1,840.00	80,458.11
AVG		4,339.62	971.48	809.09	281.63			6,704.84

PERIOD COVERED FY1994-1995	DATE INVOICE	S. CA EDISON	TURF	GROUNDS	MAINT/ REPAIRS	CIV CTR FIRE INS	CIV CTR BONDS	TOTAL
Jul 1994	Aug 19, 1994	5,482.30	609.68	1,036.62	443.32	0.00	0.00	7,571.92
Aug 1994	Sep 19, 1994	5,954.67	900.00	711.90	0.00	0.00	0.00	7,666.57
Sep 1994	Oct 20, 1994	5,588.85	900.00	688.04	107.50	0.00	0.00	7,284.39
Oct 1994	Nov 16, 1994	4,312.18	900.00	691.73	107.50	0.00	0.00	6,011.41
Nov 1994	Jan, 1995	3,091.73	900.00	720.39	0.00	0.00	0.00	4,712.12
Dec 1994	Jan 11, 1995	3,837.58	0.00	710.90	107.50	0.00	0.00	4,655.98
Jan 1995	Feb 15, 1995	3,408.78	1,530.00	927.11	107.50	0.00	0.00	5,973.39
Feb 1995	Mar 9, 1995	3,584.55	765.00	713.10	107.50	0.00	0.00	5,170.15
Mar 1995	Apr 11, 1995	3,645.82	765.00	709.87	153.34	0.00	0.00	5,274.03
Apr 1995	May 8, 1995	3,655.84	765.00	720.60	0.00	0.00	0.00	5,141.44
May 1995	Jun 13, 1995	3,684.86	765.00	731.86	215.33	0.00	1,732.03	7,129.08
Jun 1995	Jul 26, 1995	4,618.99	765.00	710.90	797.50			6,892.39
TOTAL		50,866.15	9,564.68	9,073.02	2,146.99	0.00	1,732.03	73,382.87
AVG		4,238.85	797.06	756.09	178.92			6,671.17

PERIOD COVERED FY1995-1996	DATE INVOICE	S. CA EDISON	TURF	GROUNDS	MAINT/ REPAIRS	CIV CTR FIRE INS	CIV CTR BONDS	TOTAL
Jul 1995	Aug 11, 1995	5,270.46	724.83	835.38	0.00	0.00	0.00	6,830.67
Aug 1995	Sep 11, 1995	5,423.86	720.61	835.38	107.50	0.00	0.00	7,087.35
Sep 1995	Oct 5, 1995	5,607.26	523.47	835.38	40.78			7,006.89
Oct 1995	Nov 9, 1995	4,341.85	712.90	835.38	539.57			6,429.70
Nov 1995	Dec 8, 1995	3,678.53	718.12	835.38			255.66	5,487.69
Dec 1995	Jan 26, 1996	3,594.00	852.78	835.38	107.50			5,389.66
Jan 1996	Feb 7, 1996	3,259.95	753.70	835.38	128.50			4,977.53
Feb 1996	Mar 21, 1996	3,739.72	765.96	835.38	289.69			5,630.75
Mar 1996	May 6, 1996	3,548.04	751.47	835.38	107.50			5,242.39
Apr 1996	Jun 11, 1996	3,839.44	759.92	835.38	107.50		1,660.73	7,202.97
May 1996	Jul 9, 1996	3,119.00	840.14	835.38	107.50			4,902.02
Jun 1996	Jul 10, 1996	2,652.71	641.34	835.38	107.50			4,236.93
TOTAL		48,074.82	8,765.24	10,024.56	1,643.54	0.00	1,916.39	70,424.55
AVG		4,006.24	730.44	835.38	136.96			6,868.71

PERIOD COVERED FY1996-1997	DATE INVOICE	S. CA EDISON	TURF	GROUNDS	MAINT/ REPAIRS	CIV CTR FIRE INS	CIV CTR BONDS	TOTAL
Jul 1996	Sep 4, 1996	4,685.02	831.65	835.38	0.00	0.00	0.00	6,352.05
Aug 1996	Sep 26, 1996	4,435.31	835.38	763.96	57.32			6,091.97
Sep 1996								0.00
Oct 1996								0.00
Nov 1996								0.00
Dec 1996								0.00
Jan 1997								0.00
Feb 1997								0.00
Mar 1997								0.00
Apr 1997								0.00
May 1997								0.00
Jun 1997								0.00
TOTAL		9,120.33	1,667.03	1,599.34	57.32	0.00	0.00	12,444.02
AVG		4,560.17	833.52	799.67	28.66			6,222.01

TOTAL DOLLARS SPENT

FY1993-1994	LABOR	EQUIPMENT	MATERIAL	TOTAL 50% LIBRARY	
Jul 1993	1,212.44	224.00	19.41	1,455.85	727.93
Aug 1993	1,212.44	224.00	32.34	1,468.78	734.39
Sep 1993	1,403.88	687.00	35.69	2,126.57	1,063.29
Oct 1993	992.92	224.00	22.76	1,239.68	619.84
Nov 1993	1,433.52	309.00	74.48	1,817.00	908.50
Dec 1993	1,466.11	440.00	58.20	1,964.31	982.16
Jan 1994	1,407.67	343.00	25.87	1,776.54	888.27
Feb 1994	1,213.32	292.00	34.82	1,540.14	770.07
Mar 1994	1,162.20	292.00	42.87	1,497.07	748.54
Apr 1994	1,125.36	366.00	19.41	1,510.77	755.39
May 1994	1,213.32	309.00	48.39	1,570.71	785.36
Jun 1994	1,213.32	207.00	30.35	1,450.67	725.34
TOTAL	15,056.50	3,917.00	444.59	19,418.09	9,709.05
AVG	1,254.71	326.42	37.05	1,618.17	809.09

TOTAL DOLLARS SPENT

FY1994-1995	LABOR	EQUIPMENT	MATERIAL	TOTAL 50% LIBRARY	
Jul 1994	1,660.80	360.00	52.44	2,073.24	1,036.62
Aug 1994	1,213.32	204.00	6.48	1,423.80	711.90
Sep 1994	1,151.10	204.00	20.97	1,376.07	688.04
Oct 1994	1,151.10	204.00	28.36	1,383.46	691.73
Nov 1994	1,213.32	204.00	23.46	1,440.78	720.39
Dec 1994	1,213.32	204.00	4.48	1,421.80	710.90
Jan 1995	1,495.74	354.00	4.48	1,854.22	927.11
Feb 1995	1,213.32	189.00	23.88	1,426.20	713.10
Mar 1995	1,259.16	189.00	17.41	1,465.57	732.79
Apr 1995	1,213.32	204.00	23.88	1,441.20	720.60
May 1995	1,213.32	204.00	46.40	1,463.72	731.86
Jun 1995	1,213.32	204.00	4.48	1,421.80	710.90
TOTAL	15,211.14	2,724.00	256.72	18,191.86	9,095.93
AVG	1,267.60	227.00	21.39	1,515.99	757.99

TOTAL DOLLARS SPENT

FY1995-1996	LABOR	EQUIPMENT	MATERIAL	TOTAL 50% LIBRARY	
Jul 1995	1,213.32	204.00	32.34	1,449.66	724.83
Aug 1995	1,213.32	204.00	23.89	1,441.21	720.61
Sep 1995	853.52	174.00	19.41	1,046.93	523.47
Oct 1995	1,212.82	204.00	8.97	1,425.79	712.90
Nov 1995	1,212.82	204.00	19.41	1,436.23	718.12
Dec 1995	1,308.10	333.00	64.45	1,705.55	852.78
Jan 1996	1,283.50	204.00	19.90	1,507.40	753.70
Feb 1996	1,283.50	204.00	44.41	1,531.91	765.96
Mar 1996	1,283.50	204.00	15.43	1,502.93	751.47
Apr 1996	1,283.50	204.00	32.34	1,518.84	759.92
May 1996	1,348.84	279.00	52.44	1,680.28	840.14
Jun 1996	1,089.28	174.00	19.41	1,282.69	641.35
TOTAL	14,586.02	2,592.00	352.40	17,530.42	8,765.21
AVG	1,215.50	216.00	29.37	1,460.87	730.43

TOTAL DOLLARS SPENT

FY1996-1997	LABOR	EQUIPMENT	MATERIAL	TOTAL 50% LIBRARY	
Jul 1996	1,348.84	279.00	35.46	1,663.30	831.65
Aug 1996	1,229.50	279.00	19.41	1,527.91	763.96
Sep 1996				0.00	0.00
Oct 1996				0.00	0.00
Nov 1996				0.00	0.00
Dec 1996				0.00	0.00
Jan 1997				0.00	0.00
Feb 1997				0.00	0.00
Mar 1997				0.00	0.00
Apr 1997				0.00	0.00
May 1997				0.00	0.00
Jun 1997				0.00	0.00
TOTAL	2,578.34	558.00	54.87	3,191.21	1,595.61
AVG	1,289.17	279.00	27.44	1,595.61	797.80

DOLLARS BY TYPE OF WORKER

FY1993-1994	SUPERVISOR	CREWLEAD	SWEEPER	TRIMMER	MAINT WORK	TOTAL
Jul 1993	248.00	255.60	48.24		660.60	1,212.44
Aug 1993	248.00	255.60	48.24		660.60	1,212.44
Sep 1993	248.88	255.60	48.24	190.56	660.60	1,403.88
Oct 1993	248.88	255.60	48.24		440.20	992.92
Nov 1993	248.88	255.60	48.24		880.80	1,433.52
Dec 1993	311.11	255.60	48.24	190.56	660.60	1,466.11
Jan 1994	311.11	255.60	48.24		792.72	1,407.67
Feb 1994	248.88	255.60	48.24		660.60	1,213.32
Mar 1994	248.88	204.48	48.24		660.60	1,162.20
Apr 1994	248.88	204.48	48.24	95.28	528.48	1,125.36
May 1994	248.88	255.60	48.24		660.60	1,213.32
Jun 1994	248.88	255.60	48.24		660.60	1,213.32
TOTAL	3,109.26	2,964.96	578.88	476.40	7,927.00	15,056.50
AVG	259.11	247.08	48.24	39.70	660.58	1,254.71

DOLLARS BY TYPE OF WORKER

FY1994-1995	SUPERVISOR	CREWLEAD	SWEEPER	TRIMMER	MAINT WORK	TOTAL
Jul 1994	248.88	306.72	48.24	0.00	1,056.96	1,660.80
Aug 1994	248.88	255.60	48.24	0.00	660.60	1,213.32
Sep 1994	186.66	255.60	48.24	0.00	660.60	1,151.10
Oct 1994	186.66	255.60	48.24	0.00	660.60	1,151.10
Nov 1994	248.88	255.60	48.24	0.00	660.60	1,213.32
Dec 1994	248.88	255.60	48.24	0.00	660.60	1,213.32
Jan 1995	311.10	255.60	48.24	0.00	880.80	1,495.74
Feb 1995	248.88	255.60	48.24	0.00	660.60	1,213.32
Mar 1995	248.88	255.60	48.24	23.82	682.62	1,259.16
Apr 1995	248.88	255.60	48.24	0.00	660.60	1,213.32
May 1995	248.88	255.60	48.24	0.00	660.60	1,213.32
Jun 1995	248.88	255.60	48.24	0.00	660.60	1,213.32
TOTAL	2,924.34	3,118.32	578.88	23.82	8,565.78	15,211.14
AVG	243.70	259.86	48.24	1.99	713.82	1,267.60

DOLLARS BY TYPE OF WORKER

FY1995-1996	SUPERVISOR	CREWLEAD	SWEEPER	TRIMMER	MAINT WORK	TOTAL
Jul 1995	248.88	255.60	48.24	0.00	660.60	1,213.32
Aug 1995	248.88	255.60	48.24	0.00	660.60	1,213.32
Sep 1995	248.88	204.08	48.24	0.00	352.32	853.52
Oct 1995	248.88	255.10	48.24	0.00	660.60	1,212.82
Nov 1995	248.88	255.10	48.24	0.00	660.60	1,212.82
Dec 1995	248.88	255.10	48.24	95.28	660.60	1,308.10
Jan 1996	261.36	270.00	51.04	0.00	701.10	1,283.50
Feb 1996	261.36	270.00	51.04	0.00	701.10	1,283.50
Mar 1996	261.36	270.00	51.04	0.00	701.10	1,283.50
Apr 1996	261.36	270.00	51.04	0.00	701.10	1,283.50
May 1996	326.70	270.00	51.04	0.00	701.10	1,348.84
Jun 1996	261.36	216.00	51.04		560.88	1,089.28
TOTAL	3,126.78	3,046.58	595.68	95.28	7,721.70	14,586.02
AVG	260.57	253.88	49.64	7.94	643.48	1,215.50

DOLLARS BY TYPE OF WORKER

FY1996-1997	SUPERVISOR	CREWLEAD	SWEEPER	TRIMMER	MAINT WORK	TOTAL
Jul 1996	326.70	270.00	51.04	0.00	701.10	1,348.84
Aug 1996	261.36	216.00	51.04	0.00	701.10	1,229.50
Sep 1996						0.00
Oct 1996						0.00
Nov 1996						0.00
Dec 1996						0.00
Jan 1997						0.00
Feb 1997						0.00
Mar 1997						0.00
Apr 1997						0.00
May 1997						0.00
Jun 1997						0.00
TOTAL	588.06	486.00	102.08	0.00	1,402.20	2,578.34
AVG	294.03	243.00	51.04	0.00	701.10	1,289.17

TIME BY TYPE OF WORKER

FY1993-1994	SUPERVISOR	CREWLEAD	SWEEPER	BLDG MAINT		MAINT WORK	TOTAL
				TRIMMER			
Jul 1993	8.00	10.00	2.00			30.00	50.00
Aug 1993	8.00	10.00	2.00			30.00	50.00
Sep 1993	8.00	10.00	2.00	8.00		30.00	58.00
Oct 1993	8.00	10.00	2.00			20.00	40.00
Nov 1993	8.00	10.00	2.00			40.00	60.00
Dec 1993	10.00	10.00	2.00	8.00		30.00	60.00
Jan 1994	10.00	10.00	2.00			36.00	58.00
Feb 1994	8.00	10.00	2.00			30.00	50.00
Mar 1994	8.00	8.00	2.00			30.00	48.00
Apr 1994	8.00	8.00	8.00	4.00		24.00	52.00
May 1994	8.00	10.00	2.00			30.00	50.00
Jun 1994	8.00	10.00	2.00			30.00	50.00
TOTAL	100.00	116.00	30.00	20.00		360.00	626.00
AVG	8.33	9.67	2.50	1.67		30.00	52.17

TIME BY TYPE OF WORKER

FY1994-1995	SUPERVISOR	CREWLEAD	SWEEPER	BLDG MAINT		MAINT WORK	TOTAL
				TRIMMER			
Jul 1994	8.00	12.00	2.00	0.00		48.00	70.00
Aug 1994	8.00	10.00	2.00	0.00		30.00	50.00
Sep 1994	6.00	10.00	2.00	0.00		30.00	48.00
Oct 1994	6.00	10.00	2.00	0.00		30.00	48.00
Nov 1994	8.00	10.00	2.00	0.00		30.00	50.00
Dec 1994	8.00	10.00	2.00	0.00		30.00	50.00
Jan 1995	10.00	10.00	2.00	0.00		40.00	62.00
Feb 1995	8.00	10.00	2.00	0.00		30.00	50.00
Mar 1995	8.00	10.00	2.00	1.00		31.00	52.00
Apr 1995	8.00	10.00	2.00	0.00		30.00	50.00
May 1995	8.00	10.00	2.00	0.00		30.00	50.00
Jun 1995	8.00	10.00	2.00	0.00		30.00	50.00
TOTAL	94.00	122.00	24.00	1.00		389.00	630.00
AVG	7.83	10.17	2.00	0.08		32.42	52.50

TIME BY TYPE OF WORKER

FY1995-1996	SUPERVISOR	CREWLEAD	SWEEPER	BLDG MAINT		MAINT WORK	TOTAL
				TRIMMER			
Jul 1995	8.00	10.00	2.00	0.00		30.00	50.00
Aug 1995	8.00	10.00	2.00	0.00		30.00	50.00
Sep 1995	8.00	8.00	2.00	0.00		16.00	34.00
Oct 1995	8.00	10.00	2.00	0.00		30.00	50.00
Nov 1995	8.00	10.00	2.00	0.00		30.00	50.00
Dec 1995	8.00	10.00	2.00	4.00		30.00	54.00
Jan 1996	8.00	10.00	2.00			30.00	50.00
Feb 1996	8.00	10.00	2.00			30.00	50.00
Mar 1996	8.00	10.00	2.00			30.00	50.00
Apr 1996	8.00	10.00	2.00			30.00	50.00
May 1996	10.00	10.00	2.00			30.00	52.00
Jun 1996	8.00	8.00	2.00			24.00	42.00
TOTAL	98.00	116.00	24.00	4.00		340.00	582.00
AVG	8.17	9.67	2.00	0.33		28.33	48.50

TIME BY TYPE OF WORKER

FY1996-1997	SUPERVISOR	CREWLEAD	SWEEPER	BLDG MAINT		MAINT WORK	TOTAL
				TRIMMER			
Jul 1996	10.00	10.00	2.00	0.00		30.00	52.00
Aug 1996	8.00	8.00	2.00	0.00		30.00	48.00
Sep 1996							0.00
Oct 1996							0.00
Nov 1996							0.00
Dec 1996							0.00
Jan 1997							0.00
Feb 1997							0.00
Mar 1997							0.00
Apr 1997							0.00
May 1997							0.00
Jun 1997							0.00
TOTAL	18.00	18.00	4.00	0.00		60.00	100.00
AVG	9.00	9.00	2.00	0.00		30.00	50.00

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director
DATE: October 15, 1996
SUBJECT: Fiscal Year 1995-1996 Audit of Financial Transactions and Report of the October 7, 1996, Annual Meeting of the Placentia Civic Center Authority Commission

BACKGROUND:

The Annual Meeting of the Placentia Civic Center Authority Commission was held on October 7, 1996. Library District Representative Peggy Dinsmore attended. Library Director Elizabeth Minter was unable to attend because she was out of town.

The Report on Audit of Financial Statements for the year ended June 30, 1996, is Attachment A.

The draft of the Minutes for the October 7, 1996, Meeting are Attachment B.

RECOMMENDATION:

Receive and file.



PLACENTIA CIVIC CENTER AUTHORITY

FINANCIAL STATEMENTS

**WITH REPORT ON AUDIT BY CERTIFIED
PUBLIC ACCOUNTANTS**

JUNE 30, 1996

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A PARTNERSHIP INCLUDING ACCOUNTANCY CORPORATIONS

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 * HARVEY J. SCHROEDER, CPA
 * A PROFESSIONAL CORPORATION

September 14, 1996

INDEPENDENT AUDITORS' REPORT

Governing Board
 Placentia Civic Center Authority
 Placentia, California

We have audited the accompanying combined financial statements of the Placentia Civic Center Authority as of, and for the year ended, June 30, 1996. These financial statements are the responsibility of the Authority's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the combined financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the combined financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the combined financial statements referred to above present fairly, in all material respects, the financial position of the Placentia Civic Center Authority as of June 30, 1996, and the results of its operations for the year then ended in conformity with generally accepted accounting principles.

Our audit was made for the purpose of forming an opinion on the combined financial statements taken as a whole. The supplementary information listed in the table of contents is presented for purposes of additional analysis and is not a required part of the combined financial statements of the Placentia Civic Center Authority. Such information has been subjected to the auditing procedures applied in the audit of the combined financial statements and, in our opinion, is fairly stated in all material respects in relation to the combined financial statements taken as a whole.

The statistical information on page 13 is not a required part of the combined financial statements or supplementary information. We did not audit or apply limited procedures to such information and do not express any assurance on such information.

Diehl, Evans and Company, LLP

PLACENTIA CIVIC CENTER AUTHORITY

Agenda Item 25
Attachment A
Page 4

COMBINED BALANCE SHEET
ALL GOVERNMENTAL FUND TYPES AND ACCOUNT GROUP

June 30, 1996

	Governmental Fund Types			Account Group	Totals (Memorandum Only)
	Revenue	Working Capital	Debt Service	Lease Payments	
				Receivable and Bonds Payable	
ASSETS					
Investments held by trustee (Note 3)	\$ 204,213	\$ 5,580	\$ 134,194	\$ -	\$ 343,987
Accrued interest receivable	2,607	16	1,706	-	4,329
Due from other funds	-	-	97,492	-	97,492
Lease payments receivable (Note 2)	-	-	-	1,275,213	1,275,213
Unearned lease finance charges (Note 1b)	-	-	-	(229,821)	(229,821)
Amounts available for debt service	-	-	-	179,608	179,608
TOTAL ASSETS	\$ 206,820	\$ 5,596	\$ 233,392	\$ 1,225,000	\$ 1,670,808
LIABILITIES AND FUND BALANCES					
LIABILITIES:					
Revenue bonds payable (Note 4)	\$ -	\$ -	\$ -	\$ 1,225,000	\$ 1,225,000
Due to other funds	92,100	-	5,392	-	97,492
TOTAL LIABILITIES	92,100	-	5,392	1,225,000	1,322,492
FUND BALANCES (NOTE 5):					
Reserve for debt service	82,108	-	97,500	-	179,608
Reserve for bond reserve	-	-	130,500	-	130,500
Reserve for working capital	-	2,000	-	-	2,000
Unreserved	32,612	3,596	-	-	36,208
TOTAL FUND BALANCES	114,720	5,596	228,000	-	348,316
TOTAL LIABILITIES AND FUND BALANCES	\$ 206,820	\$ 5,596	\$ 233,392	\$ 1,225,000	\$ 1,670,808

See independent auditors' report and notes to financial statements.

COMBINED STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCES--ALL GOVERNMENTAL FUND TYPES

For the year ended June 30, 1996

	Revenue	Working Capital	Debt Service	Totals (Memorandum Only)
REVENUES:				
Lease payments received--finance charges	\$ 73,885	\$ -	\$ -	\$ 73,885
Interest on investments	8,181	167	9,174	17,522
TOTAL REVENUES	82,066	167	9,174	91,407
EXPENDITURES:				
Interest	-	-	73,885	73,885
Bond principal payment	-	-	190,000	190,000
TOTAL EXPENDITURES	-	-	263,885	263,885
OTHER FINANCING SOURCES (USES):				
Lease payments received--principal	187,115	-	-	187,115
Operating transfers in	9,143	-	266,354	275,497
Operating transfers out	(266,354)	-	(9,143)	(275,497)
TOTAL OTHER FINANCING SOURCES (USES)	(70,096)	-	257,211	187,115
EXCESS OF REVENUES AND OTHER FINANCING SOURCES OVER EXPENDITURES AND OTHER FINANCING USES	11,970	167	2,500	14,637
FUND BALANCES - JULY 1, 1995	102,750	5,429	225,500	333,679
FUND BALANCES - JUNE 30, 1996	\$ 114,720	\$ 5,596	\$ 228,000	\$ 348,316

See independent auditors' report and notes to financial statements.

NOTES TO FINANCIAL STATEMENTS

June 30, 1996

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:

- a. The financial statements have been prepared on the modified accrual basis. Revenues are recognized when they become measurable and available. Expenditures are recorded when the related liability is incurred, except that prepaid expenses are not recorded and interest and principal on long-term debt are recorded as expenditures when due.
- b. The lease of the facilities to the City and Library District has been accounted for as a direct financing lease, whereby the long-term lease has been treated as a sale of the facilities to the City and Library District and the original lease payments receivable represented the selling price. Finance charges included in the lease payments are taken into revenue each year as earned on a declining balance method over the life of the lease.
- c. Investments in U.S. Government securities are stated at amortized cost. (See Note 3).
- d. The accounts of the Authority are organized on the basis of funds and account groups as follows:

Revenue Funds - account for lease payments received. Funds required for administrative expense or debt service funds are transferred from this fund in compliance with provisions of the bond indenture.

Working Capital Funds - account for trustee fees or other expenses other than debt service. Expenditures are to be replenished by transfers from the Revenue Fund.

Debt Service Funds - account for the accumulation and holding of resources for, and the payment of, bonds and interest when due. Revenue sources are transfers from the Revenue Fund and interest earned on investments.

Account Group - accounts for the balance due on lease payments receivable and the outstanding principal of long-term debt.

- e. The total columns on the combined financial statements are captioned "Memorandum Only" to indicate that they are presented only to facilitate financial analysis. Data in these columns do not represent consolidated financial information.

2. HISTORY AND ORGANIZATION:

The Placentia Civic Center Authority (the Authority) was organized May 22, 1972 under a joint exercise of powers agreement between the City of Placentia (the City) and the Placentia Library District (the Library District), for the purpose of financing and constructing a new civic center building for lease to the City and a library building for lease to the Library District. The joint exercise of powers agreement establishing the Authority is effective for forty years from May 22, 1972 and provides that at the end of the term all real and personal property shall vest in the respective parties which lease the property to the Authority, and that any surplus money shall be returned to the City and the Library District in proportion to the contributions made by each.

The Authority leased the civic center site from the City and the library site from the Library District on March 1, 1973 for the sum of \$1 each paid in advance representing the rent for the full term of the leases. The site leases will terminate at the end of the subleases.

See independent auditors' report.

NOTES TO FINANCIAL STATEMENTS
(CONTINUED)

June 30, 1996

2. HISTORY AND ORGANIZATION (CONTINUED):

On March 1, 1973, the Authority entered into subleases with the City and the Library District under the terms of which the Authority agreed to construct the above-mentioned facilities and lease them back to the City and the Library District for semiannual rental payments of \$94,600 and \$35,900 respectively, payable in advance each March 1 and September 1 starting in 1975. The subleases will terminate on February 28, 2011 or such earlier time as all debts of the Authority are paid in full. The City and the Library District also agreed to pay as additional rent, all taxes, assessments, insurance premiums, and administrative costs of the Authority. The expenses of maintenance and operation shall be paid 61.2% by the City and 38.8% by the Library District.

3. CASH AND INVESTMENTS:

The following disclosures are made in accordance with Statement No. 3 of the Governmental Accounting Standards Board.

Cash and Investments at June 30, 1996 were held by the trustee and consisted of the following:

	<u>Cost</u>	<u>Market Value</u>
Deposits:		
Money Market Funds	\$ 8,410	\$ 8,410
Investments:		
U.S. Treasury Bills	<u>335,577</u>	<u>339,685</u>
Total Cash and Investments	<u>\$ 343,987</u>	<u>\$ 348,095</u>

Authorized Investments:

Per Section 7.02 of the bond indenture, moneys in the hands of the trustee may be held in time or demand deposits which are fully secured as required by law for public deposits. Per Section 7.03 of the bond indenture, moneys may also be invested in any security in which the Authority may legally invest.

Classification of Cash and Investments by Credit Risk:

Deposits:

Category 1

 Deposits which are insured by the FDIC

	\$ 8,410
--	----------

Investments:

Category 2

 Investments which are uninsured, where the investments are acquired through a financial institution's trading department and held in the same financial institution's trust department and recorded in the City's name in the records of the financial institution.

	<u>335,577</u>
	<u>\$ 343,987</u>

See independent auditors' report.

NOTES TO FINANCIAL STATEMENTS
(CONTINUED)

June 30, 1996

4. REVENUE BONDS PAYABLE:

To provide funds for the construction of the city hall, the Authority sold \$2,495,000 principal amount of Series A Revenue Bonds, with interest ranging from 5.2% to 7%. To provide funds for the construction of the library, the Authority sold \$1,000,000 principal amount of Series B Revenue Bonds, with interest ranging from 5.3% to 7%. The bonds were issued under a trust indenture with the United California Bank as trustee, with Wells Fargo Bank as successor trustee. The Series A Bonds mature serially from October 1, 1975 to October 1, 1999, in amounts ranging from \$45,000 to \$200,000. The Series B bonds mature serially from October 1, 1975 to October 1, 2004, in amounts ranging from \$10,000 to \$75,000. Bonds maturing on or after October 1, 1986 (Series A) or on or after October 1, 1990 (Series B) are subject to call in whole or in part on October 1, 1985, or on any interest payment date thereafter, at the option of the Authority at prices ranging from 100.25% to 104% of the principal amount of the bond.

Changes in revenue bonds payable for the year ended June 30, 1996 were as follows:

Balance, July 1, 1995	\$ 1,415,000
Principal payments	<u>190,000</u>
Balance, June 30, 1996	<u>\$ 1,225,000</u>

Future debt service requirements are as follows:

Year Ending June 30	Principal		Interest		Total
	Series A	Series B	Series A	Series B	
1997	\$ 150,000	\$ 45,000	\$ 34,750	\$ 28,525	\$ 258,275
1998	175,000	45,000	25,813	26,005	271,818
1999	175,000	50,000	16,100	23,345	264,445
2000	200,000	55,000	5,600	20,378	280,978
2001	-	60,000	-	17,100	77,100
2002 - 2005	-	<u>270,000</u>	-	<u>32,205</u>	<u>302,205</u>
	<u>\$ 700,000</u>	<u>\$ 525,000</u>	<u>\$ 82,263</u>	<u>\$ 147,558</u>	<u>\$ 1,454,821</u>

5. FUND BALANCES:

Per section 5.02 of the bond indentures, excess moneys from the Revenue Fund are to be transferred to the Debt Service Reserve Fund to the extent necessary to maintain a fund balance equal to at least one-half the annual rental payment required from the City and the Library District. Any money in excess of the reserve requirement in the Debt Service Reserve Funds is to be transferred to the Revenue Funds and may be used for early redemption of bonds, changes, alterations or additions to the Project or to reimburse the City and the Library District for base or additional rent previously paid.

See independent auditors' report.

SUPPLEMENTARY INFORMATION

COMBINED BALANCE SHEET
ALL DEBT SERVICE FUNDS

June 30, 1996

	Series A Bonds		Series B Bonds		Totals
	Interest and Retirement	Debt Service Reserve	Interest and Retirement	Debt Service Reserve	
ASSETS					
Investments held by trustee	\$ 5	\$ 97,266	\$ 3	\$ 36,920	\$ 134,194
Accrued interest receivable	-	1,241	-	465	1,706
Due from other funds	74,995	-	22,497	-	97,492
TOTAL ASSETS	<u>\$ 75,000</u>	<u>\$ 98,507</u>	<u>\$ 22,500</u>	<u>\$ 37,385</u>	<u>\$ 233,392</u>
LIABILITIES AND FUND BALANCES					
LIABILITIES:					
Due to other funds	\$ -	\$ 3,907	\$ -	\$ 1,485	\$ 5,392
FUND BALANCES:					
Reserve for debt service	75,000	-	22,500	-	97,500
Reserve for bond reserve	-	94,600	-	35,900	130,500
TOTAL FUND BALANCES	<u>75,000</u>	<u>94,600</u>	<u>22,500</u>	<u>35,900</u>	<u>228,000</u>
TOTAL LIABILITIES AND FUND BALANCES	<u>\$ 75,000</u>	<u>\$ 98,507</u>	<u>\$ 22,500</u>	<u>\$ 37,385</u>	<u>\$ 233,392</u>

See independent auditors' report.

PLACENTIA CIVIC CENTER AUTHORITY

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COMBINED STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCES--ALL DEBT SERVICE FUNDS

For the year ended June 30, 1996

	Series A Bonds		Series B Bonds		Totals
	Interest and Retirement	Debt Service Reserve	Interest and Retirement	Debt Service Reserve	
REVENUES:					
Interest on investments	\$ 21	\$ 6,639	\$ 10	\$ 2,504	\$ 9,174
EXPENDITURES:					
Interest	43,000	-	30,885	-	73,885
Bond principal payment	150,000	-	40,000	-	190,000
TOTAL EXPENDITURES	193,000	-	70,885	-	263,885
OTHER FINANCING SOURCES (USES):					
Operating transfers in	192,979	-	73,375	-	266,354
Operating transfers out	-	(6,639)	-	(2,504)	(9,143)
TOTAL OTHER FINANCING SOURCES (USES)	192,979	(6,639)	73,375	(2,504)	257,211
EXCESS OF REVENUES AND OTHER FINANCING SOURCES OVER EXPENDITURES AND OTHER FINANCING USES	-	-	2,500	-	2,500
FUND BALANCES-- JULY 1, 1995	75,000	94,600	20,000	35,900	225,500
FUND BALANCES-- JUNE 30, 1996	\$ 75,000	\$ 94,600	\$ 22,500	\$ 35,900	\$ 228,000

See independent auditors' report.

COMBINED BALANCE SHEET
ALL GOVERNMENTAL FUND TYPES AND ACCOUNT GROUP

SERIES A BONDS

June 30, 1996

	Governmental Fund Types			Account Group	Totals (Memorandum Only)
	Revenue	Working Capital	Debt Service	Lease Payments	
				Receivable and Bonds Payable	
ASSETS					
Investments held by trustee	\$ 110,563	\$ 2,780	\$ 97,271	\$ -	\$ 210,614
Accrued interest receivable	1,415	8	1,241	-	2,664
Due from other funds	-	-	74,995	-	74,995
Lease payments receivable	-	-	-	666,373	666,373
Unearned lease finance charges	-	-	-	(82,263)	(82,263)
Amount available for debt service	-	-	-	115,890	115,890
TOTAL ASSETS	\$ 111,978	\$ 2,788	\$ 173,507	\$ 700,000	\$ 988,273
LIABILITIES AND FUND BALANCES					
LIABILITIES:					
Revenue bonds payable	\$ -	\$ -	\$ -	\$ 700,000	\$ 700,000
Due to other funds	71,088	-	3,907	-	74,995
TOTAL LIABILITIES	71,088	-	3,907	700,000	774,995
FUND BALANCES:					
Reserve for debt service	40,890	-	75,000	-	115,890
Reserve for bond reserve	-	-	94,600	-	94,600
Reserve for working capital	-	1,000	-	-	1,000
Unreserved	-	1,788	-	-	1,788
TOTAL FUND BALANCES	40,890	2,788	169,600	-	213,278
TOTAL LIABILITIES AND FUND BALANCES	\$ 111,978	\$ 2,788	\$ 173,507	\$ 700,000	\$ 988,273

See independent auditors' report.

COMBINED STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCES - ALL GOVERNMENTAL FUND TYPES

SERIES A BONDS

For the year ended June 30, 1996

	Revenue	Working Capital	Debt Service	Totals (Memorandum Only)
REVENUES:				
Lease payments received - finance charges	\$ 43,000	\$ -	\$ -	\$ 43,000
Interest on investments	3,688	83	6,660	10,431
TOTAL REVENUES	46,688	83	6,660	53,431
EXPENDITURES:				
Interest	-	-	43,000	43,000
Bond principal payment	-	-	150,000	150,000
TOTAL EXPENDITURES	-	-	193,000	193,000
OTHER FINANCING SOURCES (USES):				
Lease payments received - principal	146,200	-	-	146,200
Operating transfers in	6,639	-	192,979	199,618
Operating transfers out	(192,979)	-	(6,639)	(199,618)
TOTAL OTHER FINANCING SOURCES (USES)	(40,140)	-	186,340	146,200
EXCESS OF REVENUES AND OTHER FINANCING SOURCES OVER EXPENDITURES AND OTHER FINANCING USES				
	6,548	83	-	6,631
FUND BALANCES - JULY 1, 1995	34,342	2,705	169,600	206,647
FUND BALANCES - JUNE 30, 1996	\$ 40,890	\$ 2,788	\$ 169,600	\$ 213,278

See independent auditors' report.

PLACENTIA CIVIC CENTER AUTHORITY

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COMBINED BALANCE SHEET
ALL GOVERNMENTAL FUND TYPES AND ACCOUNT GROUP

SERIES B BONDS

June 30, 1996

	Governmental Fund Types			Account Group	Totals (Memorandum Only)
	Revenue	Working Capital	Debt Service	Lease Payments Receivable and Bonds Payable	
ASSETS					
Investments held by trustee	\$ 93,650	\$ 2,800	\$ 36,923	\$ -	\$ 133,373
Accrued interest receivable	1,192	8	465	-	1,665
Due from other funds	-	-	22,497	-	22,497
Lease payments receivable	-	-	-	608,840	608,840
Unearned lease finance charges	-	-	-	(147,558)	(147,558)
Amount available for debt service	-	-	-	63,718	63,718
TOTAL ASSETS	<u>\$ 94,842</u>	<u>\$ 2,808</u>	<u>\$ 59,885</u>	<u>\$ 525,000</u>	<u>\$ 682,535</u>
LIABILITIES AND FUND BALANCES					
LIABILITIES:					
Revenue bonds payable	\$ -	\$ -	\$ -	\$ 525,000	\$ 525,000
Due to other funds	21,012	-	1,485	-	22,497
TOTAL LIABILITIES	<u>21,012</u>	<u>-</u>	<u>1,485</u>	<u>525,000</u>	<u>547,497</u>
FUND BALANCES:					
Reserve for debt service	41,218	-	22,500	-	63,718
Reserve for bond reserve	-	-	35,900	-	35,900
Reserve for working capital	-	1,000	-	-	1,000
Unreserved	32,612	1,808	-	-	34,420
TOTAL FUND BALANCES	<u>73,830</u>	<u>2,808</u>	<u>58,400</u>	<u>-</u>	<u>135,038</u>
TOTAL LIABILITIES AND FUND BALANCES	<u>\$ 94,842</u>	<u>\$ 2,808</u>	<u>\$ 59,885</u>	<u>\$ 525,000</u>	<u>\$ 682,535</u>

See independent auditors' report.

COMBINED STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCES—ALL GOVERNMENTAL FUND TYPES

SERIES B BONDS

For the year ended June 30, 1996

	Revenue	Working Capital	Debt Service	Totals (Memorandum Only)
REVENUES:				
Lease payments received—finance charges	\$ 30,885	\$ —	\$ —	\$ 30,885
Interest on investments	4,493	84	2,514	7,091
TOTAL REVENUES	<u>35,378</u>	<u>84</u>	<u>2,514</u>	<u>37,976</u>
EXPENDITURES:				
Interest	—	—	30,885	30,885
Bond principal payment	—	—	40,000	40,000
TOTAL EXPENDITURES	<u>—</u>	<u>—</u>	<u>70,885</u>	<u>70,885</u>
OTHER FINANCING SOURCES (USES):				
Lease payments received—principal	40,915	—	—	40,915
Operating transfers in	2,504	—	73,375	75,879
Operating transfers out	(73,375)	—	(2,504)	(75,879)
TOTAL OTHER FINANCING SOURCES (USES)	<u>(29,956)</u>	<u>—</u>	<u>70,871</u>	<u>40,915</u>
EXCESS OF REVENUES AND OTHER FINANCING SOURCES OVER EXPENDITURES AND OTHER FINANCING USES				
	5,422	84	2,500	8,006
FUND BALANCES—JULY 1, 1995	<u>68,408</u>	<u>2,724</u>	<u>55,900</u>	<u>127,032</u>
FUND BALANCES—JUNE 30, 1996	<u>\$ 73,830</u>	<u>\$ 2,808</u>	<u>\$ 58,400</u>	<u>\$ 135,038</u>

See independent auditors' report.



STATISTICAL INFORMATION

INSURANCE COVERAGE

June 30, 1996

Insurance coverage of the Authority at June 30, 1996 on policies issued to the City of Placentia includes the following:

Description	Amount of Coverage	Expiration Date
Fire, including contents	\$ 4,426,870	May 15, 1997
Umbrella liability	\$ 10,000,000 excess of \$100,000 self-insured retention	July 1, 1997

See independent auditors' report.

MINUTES OF THE
PLACENTIA CIVIC CENTER AUTHORITY COMMISSION
October 7, 1996 - 7:30 p.m.
Placentia City Hall

The meeting of the Placentia Civic Center Authority Commission was called to order at 7:30 p.m.

ROLL CALL:

Commissioners Present:	Peggy Dinsmore Lee Castner John O. Tynes Carol Downey
Absent:	Ray Evans
Others Present:	Howard L. Longballa, Secretary Carolyn Davis, City Treasurer

ORAL COMMUNICATIONS:

None.

MINUTES:

Minutes of the October 2, 1995 meeting were approved.

ELECTION OF OFFICERS:

Commissioner Peggy Dinsmore was elected to serve as President and Howard L. Longballa was reelected to the position of Secretary.

OATH OF OFFICE:

Library Board member Lee Castner was sworn in by Secretary Longballa.

FINANCIAL REPORT:

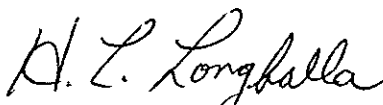
The Civic Center Authority received an unqualified "clean" opinion from the outside certified public accountant firm of Diehl, Evans & Company. The history and purpose of the Authority were discussed as well as the outstanding bond obligations and the funding for the annual debt service payments.

NEW BUSINESS:

Commissioner Dinsmore requested that City maintenance personnel clean algae off the large fountain located between Library and City Hall.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 7:50 p.m. until the next meeting to be held the first Monday in October 1997 at 7:30 p.m.


Howard L. Longballa, Secretary

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director
DATE: October 15, 1996
SUBJECT: Fiscal Year 1995-1996 Audit of Financial Transactions Management Letter and Fiscal Year 1995-1996 Audit of Financial Transactions

BACKGROUND:

Munson, Cronick & Associates have completed work on the District's Audit for Fiscal Year 1995-1996 and have distributed copies to each Trustee through the mail.

Administrative Assistant Charlene Dumitru reported to me on Saturday, October 12, that she had talked with the auditor and that the Management Letter for the Audit will be faxed to the District on October 14 and will be available for distribution at the Board Meeting.

While it may be reviewed and discussed at the October 15 Library Board Meeting, the receipt of the Management Letter will need to be deferred to the November Board Meeting.

RECOMMENDATION:

Receive and file the Fiscal Year 1995-1996 Audit.

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director
DATE: October 15, 1996
SUBJECT: Annual Report of Financial Transactions of Special Districts for Fiscal Year 1995-1996

BACKGROUND:

Attached is a copy of the Library's annual report for the Auditor of the State of California for Fiscal Year 1995-1996.

This report was prepared by the Library's Auditor and filed prior to the deadline of September 30, 1996.

RECOMMENDATION:

Receive and file.

Munson,
Cronick &
Associates
CERTIFIED PUBLIC ACCOUNTANTS

Agenda Item 27
Attachment A

September 30, 1996

Mrs. Elizabeth Minter
Placentia Library District
411 E. Chapman Avenue
Placentia, CA 92670

Re: Annual Report Of Financial Transactions Of Special Districts

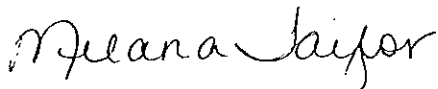
Dear Elizabeth:

Attached is a copy of the State Of California Annual Report Of Financial Transactions Of Special Districts for the fiscal year ended June 30, 1996. This report was submitted to the State Controller's Office via 3 1/2" diskette on September 30, 1996.

If you have any questions, please do not hesitate to contact me.

Sincerely,

MUNSON, CRONICK & ASSOCIATES
Certified Public Accountants



Melana Taylor
Audit Supervisor

NUMBER OF ERRORS IN REPORT = 0

VERIFY that your District ID listed below is correct. (must be the full 11 digits)

District ID: 17300400000

TO: State Controller
Division of Accounting and Reporting
Local Government Reporting Section
P. O. Box 942850
Sacramento, CA 94250
(916) 445-5153

Fiscal Year Ended
Date: JUNE 30, 1995

This report is due within 90 days after the end of the fiscal year.

Pursuant to Government Code Section 26909, an audit is to be filed with the State Controller within 12 months of the end of the fiscal year.

Report prepared by (contact person)

First M.I. Last
1 HERRIALTYOE MC HENRY, CPA
Phone Ext.
2 (714)449-9909

Address
3 2501 E CHAPMAN AVE STE 280

City (Please do not use nicknames)
4 FULLERTON

Submitted by (signature)

Title
C P A
Date
9-30-96

Independent Auditor

5 MUNSON CRONICK & ASSOCIATES
Contact Person

Principal County:
ORANGE COUNTY
Other Counties:

MEMBERS OF GOVERNING BODY
Please do not abbreviate Name | 2 | Title | 3

- 1 MARGARET V DINSMORE | PRESIDENT
- 2 SAUNDRA STARK | SECRETARY
- 3 RAY EVANS | BOARD MEMBER
- 4 ROBIN MASTERS | BOARD MEMBER
- 5 AL SHKOLER | BOARD MEMBER
- 6 ELIZABETH MINTER | DIRECTOR
- 7
- 8
- 9

OTHER OFFICIALS

Secretary

District Name
PLACENTIA LIBRARY DISTRICT
Street Address or P.O. Box
411 E CHAPMAN AVENUE
City, State, Zip Code
PLACENTIA CA 92670
Place an 'X' in the box if your mailing address has changed > | |
Phone Ext. | |
Location (if different from above)
Street Address
City, State, Zip Code

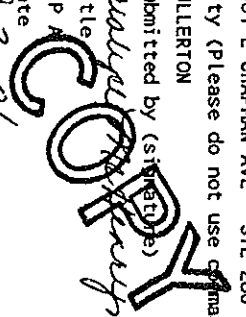
GOVERNING BODY

County Board of Supervisors

City Council

other

STATE USE ONLY



6 MERRIALYCE MC HENRY, CPA	Mgr/Supt/Chief	Reviewed by
Phone Ext.		Date
7 (714)449-9909		
Address	Attorney	
8 2501 E CHAPMAN AVE STE 280	COUNTY COUNSEL	Cleared by
City (Please do not use commas)	Fiscal Officer	Date
9 FULLERTON		

SUMMARY OF FINANCIAL TRANSACTIONS IN THE
 "ANNUAL REPORT OF FINANCIAL TRANSACTIONS OF SPECIAL DISTRICTS"

PLACENTIA LIBRARY DISTRICT

Total
 Memorandum
 Only

- | | |
|---|---------|
| 1. TOTAL ASSETS: | 3199967 |
| ===== | |
| 2. TOTAL LIABILITIES: | 600641 |
| 3. FUND EQUITY : | 2599326 |
| ----- | |
| 4. TOTAL REVENUES: | 921385 |
| 5. TOTAL EXPENDITURES/EXPENSES: | 1108264 |
| 6. TOTAL OTHER FINANCING
SOURCES (USES): | 0 |

Agenda Item 27 Attachment A Page 4

ASSETS	General & Special Rev Funds [1]	Debt Service Funds [2]	Capital Projects Funds [3]	Enterprise Funds [4]	General Fixed Assets [5]	General Long-Term Debt [6]	Total Memorandum Only
Cash and cash equivalents	1 \$ 490703	\$ 0	\$ 0	0			490703
Taxes receivable	2 50063	525000	0	0			575063
Interest receivable	3 1908	0	0	0			1908
Accounts receivable	4 0	0	0	0			0
Loans notes & contracts rec	5 0	0	0	0			0
Due from other funds	6 0	0	0	0			0
Inv of materials & supplies	7 0	0	0	0			0
Other current assets	8			0			0
Lease payments receivable	9	0		0			0
Unearned finance charge	10 (0)						(0)
Investments	11 133373	0	0	0			133373
Restricted assets	12			0			0
Deferred charges	13			0			0
Unamortized disc on L/T debt	14			0			0
Other assets	15 4396	0	0	0			4396
Fixed Assets:							
Land	16			0 \$	81498		81498
Buildings & improvements	17			0	1383219		1383219
Equipment	18			0	529807		529807
Construction in progress	19			0	0		0
Total fixed assets (pg 56)	20			\$ 0	1994524		\$ 1994524
Accumulated depreciation (pg 56)	21			(0)	0		(0)
Net fixed assets (pg 56)	22			\$ 0	1994524		\$ 1994524
Other Debits							
Amt avail in debt service funds	23					\$ 0	0
Amount to be provided	24					\$ 0	0
TOTAL ASSETS (lines 1.0 thru 24.0)	25 \$ 680443	\$ 525000	\$ 0	\$ 0	\$ 1994524	\$ 0	\$ 3199967

Agenda Item 27 Attachment A Page 5

LIABILITIES & EQUITY	General & Special Rev Funds [1]		Debt Service Funds [2]		Capital Projects Funds [3]		Enterprise Funds [4]		General Fixed Assets [5]		General Long-Term Debt [6]		Total Memorandum Only
Accounts/warrants payable	26	\$ 4057	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	4057
Loans & notes payable	27	0	525000	0	0	0	0	0	0	0	0	0	525000
Int payable - matured/accrued	28	7446	0	0	0	0	0	0	0	0	0	0	7446
Other current liabilities	29	12861	0	0	0	0	0	0	0	0	0	0	12861
Compensated absences payable	30	51277	0	0	0	0	0	0	0	0	0	0	51277
Due to other governments	31	0	0	0	0	0	0	0	0	0	0	0	0
Due to other funds	32	0	0	0	0	0	0	0	0	0	0	0	0
Long-Term Debt - Include current & long-term portion:													
G O bonds (pg 59)	33												0
Revenue bonds (pg 62)	34												0
C O P's (pg 65)	35												0
SP Assmt Bd (pg 68, col 2 only)	36												0
Federal (pg 71)	37												0
State (pg 74)	38												0
Time warrants (pg 77)	39												0
Other long-term liab (pg 80)	40												0
Unamortized premium on L/T debt	41												0
Advance for construction	42												0
Deferred revenue	43	0	0	0	0	0	0	0	0	0	0	0	0
All other non-current liab	44												0
Total liabilities													
(lines 26.0 thru 44.0)	45	\$ 75641	\$ 525000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	600641
Fund Equity:													
Contributed capital	46												0
Investments in gen fixed assets	47								\$ 1994524				1994524
Retained earnings	48								0				0
Fund balances:													
Reserved	49	4396	0	0	0	0	0	0	0	0	0	0	4396
Unreserved designated	50	170104	0	0	0	0	0	0	0	0	0	0	170104
Unreserved undesignated	51	430302	0	0	0	0	0	0	0	0	0	0	430302
Total Fund Equity													
(lines 46.0 thru 51.0)	52	\$ 604802	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 1994524	\$ 0	\$ 0	\$ 0	2599326
Total Liabilities & Fund Equity													
(lines 45.0 + 52.0)	53	\$ 680443	\$ 525000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 1994524	\$ 0	\$ 0	\$ 0	3199967

REVENUES	1	Col A	Col B	Col C	Col D
Activity Codes (See instructions)		9	0	0	0
Activity (specify):					
Taxes & Assessments:					
Current secured					
(Include supplemental roll)	1 \$	663,466 \$	0 \$	0 \$	0
Current unsecured					
(Include supplemental roll)	2	435,488	0	0	0
Prior Year					
(Include supplemental roll)	3	28,197	0	0	0
Special district augmentation fund	4	0	0	0	0
Property assessments					
(Service type assessments go on line 19.0)	5	0	0	0	0
Special assessments					
(Not 1911 or 1915 Bonds, include					
Mello/Roos, Mark/Roos Bonds only)	6	0	0	0	0
Penalties & cost on delinquent tax					
and assessments	7	399	0	0	0
Licenses, permits & franchises	8	0	0	0	0
Fines, forfeits & penalties	9	0	0	0	0
Revenue from use of money & property:					
Interest					
(Includes gain (loss) on investments)	10	38,297	0	0	0
Rents, concessions & royalties	11	0	0	0	0
Intergovernmental:					
STATE					
Aid for construction	12	0	0	0	0
Homeowner's property tax relief	13	17,059	0	0	0
Spec supplemental subv. (repealed)	14				
Other - i.e. Timber Yield, State Water					
(specify):	15	102,883	0	0	0
FEDERAL					
Aid for construction	16	0	0	0	0
Other (specify):	17	0	0	0	0
Other governmental agencies	18	0	0	0	0
Charges for current services					
(Include service type assessments)	19	0	0	0	0
Other revenues	20	27,536	0	0	0
Total Revenues	21 \$	921,385 \$	0 \$	0 \$	0

COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
 PAGE 10 GENERAL & SPECIAL REVENUE FUNDS
 Part B PLACENTIA LIBRARY DISTRICT

EXPENDITURES	Col A	Col B	Col C	Col D
Activity Codes (See instructions)	9	0	0	0
Activity (specify):				
Salaries & wages	22 \$	506268 \$	0 \$	0 \$
Employee benefits	23	100796	0	0
Services & supplies				
(include contractual services)	24	376765	0	0
Contributions to outside agencies	25	0	0	0
Debt Service:				
Retirement of long-term debt	26	40000	0	0
Interest on long-term debt	27	0	0	0
Interest on short-term notes & warrants	28	0	0	0
Other (specify):	29	0	0	0
Fixed Assets:				
Land (include on Page 56, line 2.0)	30	0	0	0
(include on Page 56, line 2.0)				
Structures and improvements	31	0	0	0
(include on Page 56, line 2.0)				
Equipment	32	84435	0	0
(include on Page 56, line 2.0)				
Total Expenditures	33 \$	1108264 \$	0 \$	0 \$
Excess (Deficiency) Revenues Over				
(Under) Expenditures (21.0 less 33.0)	34 \$	-186879 \$	0 \$	0 \$

COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
 PAGE 10 GENERAL & SPECIAL REVENUE FUNDS
 Part C PLACENTIA LIBRARY DISTRICT

OTHER FINANCING SOURCES (USES)	Col A	Col B	Col C	Col D
Activity Codes (See instructions)	9	0	0	0
Activity (specify):				
Proceeds of long-term debt	35 \$	0 \$	0 \$	0
Inception of lease purchase agreements	36	0	0	0
Other (specify):	37	0	0	0
Operating transfers in (intra-district)	38	0	0	0
Operating transfers out (intra-district)	39 (0)	0)	0)
Total Other Financing Sources (Uses)	40 \$	0 \$	0 \$	0

Excess (Deficiency) of Revenues & Other Financing Sources Over Expenditures				
Other Financing Uses				
(Total column, line 34.0 + 40.0)	41 \$		-186879	
Fund Equity Beginning of Period (Must agree with prior year General & Special Revenue Fund Equity - line 46.0)	42 \$		791681	
Prior period adjustments	43		0	
Residual equity transfers	44		0	
Other - (specify):	45		0	
Fund Equity End Of Period (lines 41.0 thru 45.0) (Must agree with Balance Sheet General & Special Revenue Fund Equity line 52.0)				
	46 \$		604802	

FIXED ASSETS & DEPRECIATION SCHEDULE
 Report fixed assets by activity (i.e., Fire, Water, Waste, etc.)
 PAGE 56 PLACENTIA LIBRARY DISTRICT

Activity Code (See instructions)	Col A	Col B	Col C	Col D
Activity Code (See instructions)	9	0	0	0
FIXED ASSETS Activity (specify):				
Balance beginning of year (Must agree with prior year Page 56, line 5.0)	1 \$ 1910089	\$ 0	\$ 0	\$ 0
Additions (include construction in progress)	2 84435	0	0	0
Less retirements	3 0	0	0	0
Adjustments - increase (decrease)	4 0	0	0	0
Balance end of year	5 \$ 1994524	\$ 0	\$ 0	\$ 0

ACCUMULATED DEPRECIATION				
Balance beginning of year (Must agree with prior year Page 56, line 10.0)	6 \$ 0	\$ 0	\$ 0	\$ 0
Depreciation accruals	7 0	0	0	0
Less net charges for plant retired	8 0	0	0	0
Adjustments - increase (decrease)	9 0	0	0	0
Balance, end of year	10 \$ 0	\$ 0	\$ 0	\$ 0
NET FIXED ASSETS	11 \$ 1994524	\$ 0	\$ 0	\$ 0

ENTERPRISE ONLY				
Total depreciation + amortization (from income statement)	12.0 \$	0 \$	0 \$	0 \$
Less amortization included	13.0 (0)	0)	0)
Add/Subtract capitalized depreciation	14.0	0	0	0
Other	15.0	0	0	0
TOTAL (should agree with Line 7)	16.0 \$	0 \$	0 \$	0 \$

APPROPRIATIONS LIMIT (GANN) SCHEDULE

Senate Bill 813 (Chapter 1025, Statutes of 1987) requires the State Controller's annual report to include the appropriations limit and the total annual appropriations subject to the limit for each special district in accordance with California Constitution Article XIII B. PAGE 89

PLACENTIA LIBRARY DISTRICT

Appropriations limit as of the end of fiscal year	1	1658203
Total annual appropriations subject to the limit as of the end of the fiscal year	2	949011
Amount (over)/under the appropriation limit (line 1.0 less 2.0)	3	709192

Article XIII B of the California Constitution provides exceptions for some Special Districts for establishing an appropriations limit. Please refer to Section 9 a-c on the reverse of this form.

If any of the following exceptions apply, please fill in the appropriate line with the number "1".

District's only tax revenues are Debt Service Taxes	4	0
District did not levy a tax rate greater than 12 1/2 cents per \$100 of assessed valuation and was in existence January 1, 1978	5	0
District is totally funded by sources other than "proceeds of taxes"	6	0
Other (explain)	7	0

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MCLS/SLS Directors		From	MCLS/SLS HQ
Ron Hayden Huntington Beach PL		Co.	
Lab Richard Santa Ana PL		Phone #	818/683-8244
SUC Curzon, CSUN		Fax #	818/683-8097

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Agenda Item 28

MICHAEL F. DILLON & ASSOCIATES INC.

PARK EXECUTIVE BUILDING • 925 L STREET • SUITE 1400
SACRAMENTO, CA 95614 • (916) 448-2196 • FAX (916) 448-4808

September 25, 1986

TO: CLA MEMBERS AND ALL COOPERATIVE LIBRARY SYSTEMS

FROM: Mike Dillon, Lobbyist
Christina Dillon, Lobbyist

RE: NEWS FROM THE CAPITOL

JOINT LEGISLATIVE COMMITTEE HOLDS HEARING ON PROPOSITION 217 AND 218

Yesterday a joint legislative committee consisting of the members of the Senate Local Government Committee and the Senate Revenue and Taxation Committee held an informational hearing on Proposition 217, the "Local Control and Fiscal Responsibility Act" and Proposition 218, the "Right to Vote on Taxes Act." Both initiatives will be before the voters on the November 1996 ballot.

Proposition 217 seeks to reverse "a portion of the \$3.6 billion shift in property tax revenues from local governments to schools" by reinstating the 10% and 11% income tax rates on high-income taxpayers. The authors state that the effort will "help restore stability to city and county services, will relieve the burden on local taxpayers, and will help improve the fiscal and economic condition of the entire state of California." Matt Newman of the Legislative Analyst's Office, in his overview of the measure, said that Proposition 217 would raise \$700 million each year which would be split, half to schools and half to local governments. Lenny Goldberg of the California Tax Reform Association testified that these monies would, in essence, be returned in the manner in which they were taken. Those dollars removed from the library districts, for example, would be proportionally returned to the library districts. However, opponent, Fred Main of the Chamber of Commerce was not so convinced that the language will be clear enough to dictate that the dollars would actually be returned to those entities that lost money. Further, Main said that "the Chamber was opposed to the ERAF shift years ago, and this year, supported the Craven and Aguiar ERAF bills to 'freeze' the growth. But we just don't think you need to tax people \$700 million worth to make things better."

(more)

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The discussion on Proposition 218 was more substantial and featured a laundry list of opponents who registered various complaints on the faults of the initiative. Proposition 218, according to the authors, would "protect taxpayers by limiting the methods by which local governments exact revenue from taxpayers without their consent." Specifically, the measure would reduce the amount of fees, assessments, and taxes that individuals and businesses pay using various methods. Proposition 218 requires local taxes to be deemed either "special" or "general taxes." New general taxes must receive a majority voter approval and non-voter approved general tax levies currently collected will cease to exist unless confirmed by a majority of voters within two years. Further, the Proposition allows "voters to use the initiative process to reduce or eliminate existing taxes, assessments, and fees and charges." Marianne O'Malley of the Legislative Analyst's Office illustrated several related components of the Proposition: 1) schools, which are currently exempt, would now have to pay assessments, 2) all assessments, even those dating back to 1911, must come up for recalculation/ratification within two years unless they are pledged to bonds, voted on previously by the voters, or are to be used for water, sewage, streets, etc. 3) the cost assessment allocation method must be done very carefully because the burden of proof will now shift to local governments rather than to the person paying the assessment, 4) business will now weigh in heavier on the vote for assessment than a single property owner.

Authors of the Proposition, the Howard Jarvis Taxpayers Association, claim that Proposition 218 gives an "ability to those who have to pay the fee, charge, assessment, etc. to have the last word." Opponents, such as Jim Knox of the Planning and Conservation League, argued that the "benefit assessment has become a critical funding mechanism. Without them, we will lose fire, police protection, disease control, libraries will have to decrease hours, or shut down altogether. This may end up being the most highly litigated initiative ever." The threat of increased litigation was a common theme, as was the feeling that Proposition 218 will further strip local governments of funding mechanisms that are already being used to supplant those lost post Proposition 13. Said a representative from the California State Association of Counties, "One witness says this doesn't hand-cuff local government. And he's right... it doesn't hand-cuff. Rather, it encases local government in a block of cement and throws it in the river."

The joint committee appears to have concluded their efforts in exploring the two initiatives, prior to the November election. CLA has taken an official "oppose" position on Proposition 218 and was asked to be present at yesterday's hearing.

California Special Districts Association **LEGISLATIVE UPDATE**

October 1, 1996

Governor Wilson Vetoes AB 2797

Governor Pete Wilson has returned AB 2797 without his signature. His veto message follows:

To the Members of the California Assembly:

I am returning Assembly Bill No. 2797 without my signature.

This bill would freeze the property tax revenue transfer to the Educational Revenue Augmentation Funds (ERAF) in the 1996-97 level. In addition, this bill would repeal the use of ERAF for Special Education programs beginning in fiscal year 1997-98.

This property tax shifts of 1992-93 and 1993-94 were necessary to meet the constitutional obligations of Proposition 98. Because the ERAF is used to offset General Fund support for K-14, the redirection of the growth to local agencies would result in significant General Fund costs. While the provisions of this bill would hold Proposition 98 harmless, it would require, over approximately a 5-year period, that almost \$1 billion from non-Proposition 98 General Fund programs, such as Corrections, Higher Education and programs which support local governments, be reduced in order to continue to fund Proposition 98.

Numerous issues affecting local government finance, including trial court funding and welfare reform will require legislative resolution next year. In addition, two propositions on the November ballot would affect local government finances. Finally, any attempt to stimulate home construction by giving local governments a fiscal incentive to approve development plans should be coupled with a serious review of developer fees and other impediments to such construction.

I recognize that local governments, like the state, have had to make significant budget adjustments over the last few years as a result of the recession that plagued California in the early 1990's. Nevertheless, given the complexity of the issues confronting the State and local governments, it is inappropriate to approve a piecemeal approach to local government financing reform. A comprehensive approach should be considered next year as a part of the budget process.

Cordially,

PETE WILSON

AB 2797 author, Assemblyman Fred Aguiar, will continue discussions on ERAF. He will be meeting with sponsors of the legislation to map out strategies for the next session.

Please feel free to contact CSDA at (916) 442-7887 if you have any questions.

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MCLS/SLS Directors		From MCLS/SLS HQ
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Zab Richard Santa Ana PL		Phone # 818/683-8244
SUC Curzon, CSUN		Fax # 818/683-8097

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Page 4

MICHAEL F. DILLON & ASSOCIATES INC.

PARK EXECUTIVE BUILDING • 925 L STREET • SUITE 1400
SACRAMENTO, CA 95814 • (916) 448-2196 • FAX (916) 448-4808

October 2, 1996

TO: CLA MEMBERS AND ALL COOPERATIVE LIBRARY SYSTEMS

FROM: Mike Dillon, Lobbyist

RE: GOVERNOR'S ACTION

I. GOVERNOR VETOES ERAF BILL

Up against his constitutional deadline of September 30, 1996, the Governor has completed signing or vetoing more than 200 measures which required his action. The Governor's press office is currently back-logged in trying to keep up with the last minute flood of media releases regarding the action taken on various measures. Therefore, the news of the Governor's veto of the ERAF bill, AB 2797-Aguiar, was not released until late yesterday afternoon.

You will recall that AB 2797, supported by CLA, would have "frozen" the property tax revenue transfer to the Educational Revenue Augmentation Funds (ERAF) in the 1996-97 level. The Governor's veto message states the following:

"This property tax shifts of 1992-93 and 1993-94 were necessary to meet the constitutional obligations of Proposition 98. Because the ERAF is used to offset General Fund support for K-14, the redirection of the growth to local agencies would result in significant General Fund costs. While the provisions of this bill would hold Proposition 98 harmless, it would require, over approximately a 5-year period, that almost \$1 billion from non-Proposition 98 General Fund programs, such as Corrections, Higher Education and programs which support local governments, be reduced in order to continue to fund Proposition 98.

"Numerous issues affecting local government finance, including trial court funding and welfare reform will require legislative resolution next year. In addition, two propositions on the November ballot would affect local government finances. Finally, any attempt to stimulate home construction by giving local governments a fiscal incentive to approve development plans should be coupled with a serious review of developer fees and other impediments to such construction.

"I recognize that local governments, like the state, have had to make significant budget adjustments over the last few years as a result of the recession that plagued California in the early 1990's. Nevertheless, given the complexity of the issues confronting the State and local governments, it is inappropriate to approve a piecemeal approach to

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local government financing reform. A comprehensive approach should be considered next year as a part of the budget process."

Shortly after the release of the Governor's veto message, CSAC, the co-sponsors of the measure, released their own response to the veto, calling the Governor's action "deeply disturbing."

II. OTHER ITEMS OF INTEREST TO LIBRARIES

The following items have been signed by the Governor:

SB 1507-PETRIS (Approve) - Would require that legislative committee and floor analysis records be permanently preserved either in the appropriate committee office or with State Archives.

SB 1998-MOUNTJOY and AB 1767-MARGETT (Disapprove) - The companion measures would require Los Angeles County to transfer back to their city or library jurisdiction wishing to withdraw from the county free library system, that portion of the property tax proceeds attributable to properties located within the city or library district being used for county free library purposes. The Margett measure addresses issues such as fair market value of the facility and of the personal property.

AB 295-BALDWIN (Disapprove) - Among other things, expands the definition of "obscene matter" to include various types of film and computer media, negatives, slides, etc.

III. THE QUIET BEFORE THE STORM

In November, more than 32 members of the legislature, with over 500 years cumulative legislative experience, will be "termed out," as a result of the term limit proposition passed by the voters in 1990. Consequently, our office has been bombarded, on a daily basis, by candidates seeking fundraising support for the upcoming election. Due to the intense volume of fundraising calls received, we have joked on occasion about hiring a temporary secretary for the next several weeks, whose sole purpose would be to field these never-ending requests.

While early predictions regarding the November elections had indicated that the Assembly Republicans may be able to retain a small margin to control the Assembly, as the weeks progress, new rumors have also proposed that a 40/40 split in the house could occur. It appears that the Senate will continue to be Democratically controlled in November, under the leadership of Senate Pro Tem, Bill Lockyer.



Agenda Item 29

LAW OFFICES OF
PILLSBURY MADISON & SUTRO LLP

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 FACSIMILE (619) 236-1995

MENLO PARK
 ORANGE COUNTY
 SAN DIEGO
 SAN JOSE
 HONG KONG

WRITER'S OFFICE AND
 DIRECT DIAL NUMBER
 (619) 544-3177

September 11, 1996

VIA FACSIMILE TRANSMISSION

TO: ORANGE COUNTY INVESTMENT POOL
 PARTICIPANTS' DISTRIBUTION LIST

Re: In Re County of Orange
 Case No. 94-22272JR

Dear Pool Participants:

We continue to monitor the status of various post-confirmation issues in the County's bankruptcy case.

With regard to the claims objection process, the County has focused its initial efforts on routine types of objections, for example, claims filed after the bar date, claims with insufficient documentation and claims filed in a blank amount. The County has filed ten "omnibus" objections and expects to file several more omnibus objections in the next several weeks to deal with these routine types of objections. Following that process, the County will focus on other individual, substantive claims objections.

In addition to the County's adversary proceeding against Merrill Lynch, the County has filed six other actions against third parties. Merrill Lynch and several of these defendants filed motions seeking withdrawal of these actions from the Bankruptcy Court to the United States District Court. The District Court took these motions under submission on Monday of this week and we expect a ruling within the next two weeks. An October 4, 1996 hearing is scheduled in the Bankruptcy Court on the motions to dismiss filed by several of the third party defendants.


Pursuant to a court ordered joint discovery plan, the County will resume initial written discovery and depositions in the Merrill Lynch case after September 23, 1996. Defendants in other third party cases will be allowed limited participation in the depositions. After several months, the discovery will become more open to the non-Merrill Lynch defendants.

Mr. Stan Oftelie
September 11, 1996
Page 2

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Page 2

We will continue to monitor the status of these various matters and will periodically provide you with status reports. If you have any questions, please call me.

Sincerely yours,



Patrick C. Shea

cc: Official Investment Pool Participants
Committee and Counsel

20952042

LAW OFFICES OF
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MENLO PARK
ORANGE COUNTY
SAN DIEGO
SAN JOSE
HONG KONG

WRITER'S OFFICE AND
DIRECT DIAL NUMBER
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September 18, 1996

VIA FACSIMILE TRANSMISSION

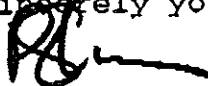
TO: ORANGE COUNTY INVESTMENT POOL
OPTION A PARTICIPANTS' DISTRIBUTION LIST

Re: In Re County of Orange
Case No. 94-22272JR

Dear Option A Pool Participants:

The legislation promoted by the Option B Pool Participants (SB 2169), which arguably would have enhanced the litigation posture of Option B claims against the County and third parties, was not signed by the Governor. Herewith is a copy of the Governor's statement regarding SB 2169.

Sincerely yours,



Patrick C. Shea

cc: Official Investment Pool Participants
Committee and Counsel



GOVERNOR'S OFFICE

Agenda Item 29
Page 4

Sept. 15 1996

To the Members of the California Senate:

I am returning Senate Bill No. 2169 without my signature.

This bill would make it declarative of existing law that funds deposited into a county treasury shall be held in trust when lawfully deposited by a public entity located in a jurisdiction outside of the county. This bill would also make other technical changes to existing law.

In 1995, after the declaration of bankruptcy by Orange County, the Official Investment Pool Participants Committee, and most of the jurisdictions within the county agreed on a recovery plan. Last year, a series of bills were enacted to assist Orange County with its efforts to reach a settlement agreement with its creditors. However, "Option B" jurisdictions, made up primarily of local agencies outside the county that deposited funds in the Orange County investment pool, decided not to become signatories to the settlement agreement. By not signing the agreement, Option B jurisdictions have retained the right to take independent legal action against third parties. These jurisdictions are currently involved in litigation over appropriate compensation for their losses.

It is inappropriate to consider this legislation until the litigation is resolved.

Cordially,

A handwritten signature in black ink that reads "Pete Wilson".
PETE WILSON

GOVERNOR PETE WILSON • STATE CAPITOL • SACRAMENTO, CALIFORNIA 95814

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *edm*
DATE: October 15, 1996
SUBJECT: Legislative and State Budget Activities

BACKGROUND:

There are no current project pending with California Advocates. We are now in the process of identifying areas of concern for the next Legislative session.

Governor Wilson vetoed AB 2797 which would have frozen local agency contributions to the ERAF as of July 1, 1996, AND, as of that date, transfer back to cities, counties and special districts, the growth attributable to their contributions to the ERAF.

It is anticipated that this issue will be addressed again in the next legislative session.

RECOMMENDATION:

No action is recommended at this time.


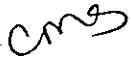
TO: Elizabeth Minter, Library Director *EA*
 FROM: Suad Ammar, Principal Librarian
 DATE: October 15, 1996
 SUBJECT: Program Committee Report for the Month of September 1996.

PLACENTIA LIBRARY DISTRICT		
PROGRAM STATISTICS		
DEPARTMENT	SEPTEMBER 96	
	#	#
<i>ADULT SERVICES</i>		
Placentia Pride	1	3
<i>CHILDREN'S SERVICES</i>		
Story Hour	NA	NA
<i>LITERACY SERVICES</i>		
Citizenship Exam	1	19

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TO: Elizabeth Minter, Library Director 
FROM: Cyrise Smith, Children's Librarian 
DATE: October, 15 1996
SUBJECT: September Activities in the Children's Department

Programming-The Children's Department was dark the month of September. We had no organized programs running. Staff time was well spent in preparing for the upcoming 8 week programming session beginning on October 7. The staff and the older storytimers will be traveling around the world. Come and see our wonderful bulletin board. Each week as we go to a different continent, new pictures showing things you could see on that continent will be put up. The Children's department mural will always be new and changing. We have expanded the programming from last session. This session will include a lap sit story time for children and care givers, and bilingual storytimes at the library and at two area community centers.

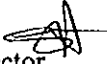
Writing Contest-The Friends of the Placentia Library and the Measure W Campaign Committee sponsored a writing contest for all the school age children residing in Placentia who completed the Summer Reading Program. Two hundred and seventy-seven contest entries were mailed out. The children were asked to write why they like the library, what they like to do at the library, and how the librarians help them. Thirty-one children responded to the contest. Each child who returned a filled out contest form received a pencil as a gift. The pencils were supplied by the Friends of the Placentia Library.

Outreach to Schools-Over 5000 newsletters and bookmarks have gone out to all the elementary schools in the city letting the children and their parents know about all the exciting programs and events happening at the library. Some of the events announced included the dates and times of all the story hours and the date and time of the upcoming Camp Library. As well as serving to make the school age population aware of what's going on at the library, the newsletter was also part of the "Every Child A Library Card" program. Children who came into the library during the month of September and signed up to get library cards were given a pencil as a gift, and were entered in a drawing for paperback books. 20 names will be chosen, each winner will receive a paperback book. The books, pencils, and bookmarks are supplied by the Friends of the Placentia Library.

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TO: Elizabeth Minter, Library Director 
FROM: Cheryl Willauer, Library Assistant ^{cw}
DATE: October 15, 1996
SUBJECT: . . . Publicity materials produced for September 1996

Information on the Placentia Library cable channel #53:

1. Placentia Library Trustees.
2. Friends of the Library on-going booksale.
3. Art work by Placentia Art Association members on display in the library.
4. Placentia Library Literacy Services offering INS-approved citizenship examination..
5. Literacy asking for volunteers to take the tutor training program.
6. Library Hours.
7. September quotes.
8. Library tax Measure W on November ballot.
9. Story Time for Children.

Newspaper articles published:

1. Trustees support library tax.
2. Three Olympians from Placentia will be lauded at City Council meeting.
3. After School Specials for children ages 7-13 to be held.
4. Preschool storytime at Placentia Library.
5. Tax hikes can be dubious, but here's one for the books.
6. Children to 'Wander around the World' at library.
7. Placentia police chief retiring.
8. A door closes for book lovers (Cypress Branch Library).
9. Members of the City Council voted to have the Library Task Force look into ways for LaPalma Branch to spend new funds..

Teachers Newsletter:

Attached is a copy of the newsletter sent to every teacher at a Placentia Elementary School.

332 A Door Closes for Book Lovers

Do you hear the doors slamming? Does it wake you up? Another public library closes its doors to patrons! Cypress Public Library will serve its patrons five days a week, instead of the current six, instead of the seven days a week of three years ago.

Will it keep you awake? Those shut doors mean young people are shut off from access to the knowledge and pleasure books can provide. Whether they seek printed materials as a consequence of school assignments or whether they are following their self-initiated quest for information, the students are denied by closed doors.

Are we taxpayers providing what our community needs? Do our minority groups have the access they need to develop their language skills, their work skills, their understanding of the American culture?

So what, you say? Do we hear the doors slamming? They are closing on all of us. Remember the "good old days" when part of the family weekly activity was the trip to the public library. It was a trip "around and out of this world" for today's parents and their parents.

The Placentia Library District, in a bold move, is asking the

citizens of Placentia to vote on the expenditure of 56 cents per week per household for five years. It cannot be increased and it cannot be continued beyond five years. Citizens of the County of Orange are watching to see if two-thirds of Placentia voters will say yes to Measure W.

MARIE SCHMIDT
Placentia

Placentia police chief retiring

332
CITIES: Ortega has been absent since an officer no-confidence vote in July.

By ANN PEPPER
The Orange County Register

PLACENTIA — Police Chief Manuel "Mannie" Ortega will retire from the post from which he has been absent since July, when rank-and-file officers overwhelmingly voted no confidence

in him.

Ortega's decision, announced Tuesday by city officials, ends months of speculation and closes — without resolution — the city's two-month investigation into a lengthy list of officers' complaints against him.

"The chief voluntarily retired, and in light of that we did not complete the investigation," City Administrator Robert D'Amato said. "There will be no findings."

Ortega, 53, will retain his title until Feb. 2, when he will have used up accumulated sick leave,

vacation and other leave. D'Amato said. He will not return to his job.

Capt. Darryll Thomann will continue as acting chief, a post he has held since mid-July. D'Amato said a permanent chief might not be chosen for months.

D'Amato and leaders of the city's police officers' association have declined to reveal the contents of the association's list of grievances. Ortega has said he included such things as complaints about his frequent absences.

Ortega, a Yorba Linda resi-

dent, said he'll pursue working with at-risk youth and is considering entering politics or government. He has no ill will toward the department, he said.

"This is a business, and these kinds of differences are in the nature of the job," said Ortega, who was chief for nearly 11 years. "There were a lot of less nights (after the no-confidence vote) but those are over now. Whatever I go on to, I plan to be a success at it. Placentia is a memory now."

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The Register
Daily OCT - 2 1996

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332

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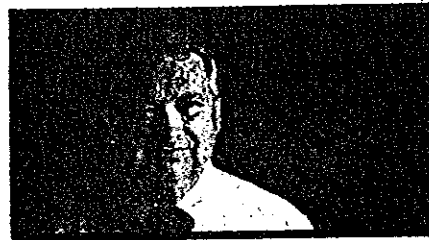
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Tax Hikes Can Be Dubious, but Here's One for the Books

I've had it with taxes. The feds and the state fight over my paycheck. In the years since President Clinton's 1993 inaugural speech about sacrificing for the common good (he meant pay higher taxes), I haven't seen evidence that common good included me. And it's little comfort that the president feels my pain.

I've vowed to support anybody who backs a realistic tax reduction. I've sworn to vote against, or oppose, any plan or initiative that's going to mean higher taxes anywhere for anybody.

Then I get a call from Cecil Rospaw. He's a retired Placentia newspaperman and a historian for that city. Rospaw asks me to say something nice about a tax issue on the ballot in Placentia, to help a



JERRY HICKS

special district there. Kind words for a special district tax increase?

Then Rospaw hits below the belt. He knows my weakness. It's to support a library, he says. A darned good library, he says, one that's in trouble.

Placentia, I've learned since, has a

great library tradition. Before there was an incorporated city (1926), the people there built schools, and then they built a library (1919). That's why it's one of only two special library districts in the county (the other is in Buena Park.) It was there before the city, so there was a need to form a district to provide a tax base. Its boundaries today are basically the city boundaries, plus a few dozen other homes in nearby unincorporated areas.

If this new tax proposal passes, says Placentia library director Elizabeth Minter, its book budget (which includes magazines) could be up to what she considers comfortable, about \$175,000 a year. This past year it was at \$58,000, and without the new tax hike it could become even worse.

"That means we'd have to lay off staff [to move money to the book budget], which would mean a reduction in hours," she said. "Because you just can't be a library without a decent budget for books."

The ballot issue is called Measure W. If passed, it would amount to a \$29 increase per year for single-family residences, \$24 for those in apartments. About the cost of a single book. Those owning commercial parcels would pay between \$70 and \$100 more annually.

It's no shoo-in to pass. People are sick of more taxes, and it takes a two-thirds majority to win. But it's got a few things in its favor:

Placentia has some 24,000 library

Please see **HICKS, B5**

HICKS: Librarians Buck Odds

With Call for Tax Hike

Continued from B1

cardholders, which was slightly higher than the city's turnout in the last presidential election. There's not much budget for campaigning for it, but Minter and her chief librarian, Suad Amman, are out pushing Measure W on their own. There's also a Measure W committee, which Rospaw is part of. Amman came away with a nice victory last week when the city's Chamber of Commerce voted to support the measure.

One more point encouraging to Minter: Nobody filed any formal opposition papers. She chuckled: "We were right there the day of the filing deadline to see if anyone did."

Despite the library's financial troubles, Placentia is still a great library town. I was there twice last week and it was as busy as any library I've seen. It's one of only two libraries in the county that remains open Sunday afternoons (the other is in Newport Beach).

finer."

If you live in Anaheim and want some say about its library future, you might give Jarvi a call at (714) 254-1880.

Final Halos: Remember how excited you were in April, when you looked at the schedule to see when the Angels would be playing at home? It hasn't quite worked out the way you thought, eh? You know your season has gone sour when a game is canceled because of rain (the Angels at Kansas City on Sunday) and nobody wants to make it up.

But if you love a night (or day) at the ballpark, even with the Angels in last place, here's your final chance: The Angels begin their final homestand tonight against Oakland (7:05). It's Oakland again Wednesday night, an off day Thursday, then division-leading Texas comes in for three games starting Friday. Final games here: a three-game series against Seattle starting Monday—the last one an

"Sunday is our busiest day," Minter said. "No matter how bad things might get, people will always want us to be open on Sundays."

Right now it's closed on Fridays. Give us Measure W, Minter said, and it will be a seven-day operation.

A Fine Idea? In Anaheim, the public library system is seeking help from its patrons to determine its future. Director Christopher Jarvi has sent out a letter to local residents, asking them to come to a public forum at the Central Library on Broadway Avenue on Sept. 28, a Saturday.

The goal, he writes to them, is to create a strategic plan to "provide us with an understanding of what our direction should be for the future."

In the letter to my wife and me, Jarvi states: "You have been a supporter of our libraries." I asked my wife if she had been a supporter, and she replied: "Only in

afternoon game. The Angels are on the road against Texas the final four games of the season.

Wrap-Up: In handout material on Measure W, Minter and the library board offer this added reason for keeping the library financially stable: "The elementary and junior high schools in Placentia have no professional librarians. The high school libraries are open only during school hours. Reduced library service means many children will never be exposed to books and self-initiated learning, and will have severely limited access to materials to prepare their homework."

If this measure doesn't pass, it won't be because the library staff didn't make the effort.

Jerry Hicks' column appears Tuesday, Thursday and Saturday. Readers may reach Hicks by calling the Times Orange County Edition at (714) 966-7823 or by fax to (714) 966-7711, or e-mail to jerry.hicks@latimes.com

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Placentia News
Weekly SEP 26 1996

Trustees support library tax

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To prevent further service and staff reductions at the library, the Placentia District Library Board of Trustees is supporting Measure W on the Nov. 5 ballot. If the measure passes, residents in the library district will pay a 75-cent per-week tax for five years, with all proceeds benefiting the library: increased hours, more books and materials, additional staff. Supporters of Measure W are seeking support by signed endorsements, willingness to wear a Measure W campaign button, and campaign contributions. Brochures fully explaining the measure are available from Pat Irot at 986-9608.

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Los Angeles Times
OC Edition OCT - 3 1996
Daily

WEDNESDAY

- **Deep Sea Dwellers** (Oak Canyon Nature Center). Ocean life workshop for ages 6 to 10. 9:30 a.m.-noon. \$8.
- **After School Specials** (Placentia Library). After school activity program for ages 7 to 13, with crafts, stories, games and more. Meetings will be held every Wed. from 3:45-4:45 p.m. through Nov. 27. Preregistration required. **FREE**

OCT. 10

- **Furry & Frightening** (Oak Canyon Nature Center, 6700 E. Walnut Canyon Road, Anaheim, (714) 998-8380). Nature class for ages 6 to 10. 9:30 a.m.-noon. \$8. A program about crawling, jumping and hopping animals for ages 4-6 takes place at 1 p.m. \$3. A workshop looking at wetlands for ages 6-12 starts at 3:30 p.m. \$3.
- **Preschool story time** (Placentia Library). Stories, puppets and crafts for ages 4 to 6, every Thur. at 10:30 a.m. through Nov. 28. **FREE**

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The Register
Daily

SEP - 3 1996

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The Register
Daily SEP 19 1996

LA PALMA 332

Members of the City Council on Tuesday voted to have the Library Task Force look into ways of using the \$108,000 the Orange County Public Library system earmarked for the La Palma branch library under the system's new budget. The new funds represent a 34 percent increase — the highest increase among cities in the library system. The task force, headed by Mayor Duane Schuster, will consider extending library services on the current four-day schedule, purchasing additional books and materials for the library, or reducing the city's \$57,000 funding.

- Ibon Villedabellia
(714) 704-3782

PLACENTIA 332

Three Olympians originally from Placentia will be lauded by the City Council when it meets at 7:30 p.m. Tuesday in council chambers, 401 E. Chapman Ave. A special reception will be held in City Hall for swimmer Janet Evans, softball player Michelle Granger and baseball player Brian Loyd. Granger and Loyd will receive keys to the city; Evans, who already has a key, will receive a certificate of commendation. The public is invited to attend. Call (714) 993-8117.

- Sharilyn Miller
(714) 704-3704

Children to 'wander around world' at library

Storytelling and reading programs on tap for youths at Placentia Library

By Sharilyn Miller
Placentia News-Times

Children of all ages are invited to experience meaningful encounters with literature through a variety of kid-friendly pro-

grams and activities offered by the Placentia library.

They can also meet newly-hired children's librarian Cyrise Smith, who says she is eager to give local children the best offerings available:

Lapsit Story Time for toddlers ages 2 to 3 begins Oct. 7 and is held each Monday from 2 to 2:30 p.m. Kids will enjoy cuddling in a favorite adults' lap for the half-hour program, which includes stories, songs and finger plays. Lapsit Story Time ends Nov. 25.

The fall session of Preschool Story Time begins Oct. 7, featuring morning and/or afternoon programs designed with little ones (ages 4 to 6) in mind. Monday sessions take place at 10 a.m. Thursday sessions are offered at 10:30 a.m. Each session lasts about 45 minutes, including story time, crafts, puppet shows and other fun activities. The fall session ends Nov. 25.

Both sessions of story time are free and no pre-registration is required. The theme this year is

"Wander Around the World!"

Children ages 7 to 13 should sign up now for After-School Specials starting Oct. 9. Meeting Wednesdays (Oct. 9, 16, 23, 30 and Nov. 6, 13, 20 and 27) from 3:45 to 4:45 p.m., the program includes a story-time, games and crafts.

After-School Specials are free but all participants must pre-register with the Children's department in the library.

In the works: a new bilingual story-time for young children. The library is currently seeking a bilingual volunteer reader who will lead the program. A definite start-date has not been set.

Here's a selection of new non-fiction books and series are available in the children's department:

Cohen, Daniel

Young Ghosts

Accounts of the appearances of child ghosts and ghosts who appear only to children; fourth-grade and up.

Facklam, Howard

Bacteria

Insects

Parasites

Viruses

Different types of invaders of the human body; fourth-grade and up.

Feinberg, Barbara

Electing the President

The Cabinet

Term Limits for Congress?

The historical roots and development of our government, including functions and issues; sixth-grade and up.

Gibson, Ray

Playdough

Colorful activity book packed with creative ideas, includes playdough

recipes.

Harry, Cindy G.

One-hour Christmas Crafts for Kids
Step-by-step directions for children and adults, includes three unique Christmas projects.

Lindop, Edmund

Presidents Who Dared: Five-book series

Presidents who've made a significant impact on the nation.

Mebane, Robert C.

Everyday Material Science Experiments: Five-book series

Each book offers 16 science experiments for children using everyday materials; seventh-grade and up.

Sandak, Cass

Congressional Committees

Lobbying

The historical roots and development of our government, includes functions and issues; sixth-grade and up.

Sayre, April P.

Exploring Earth's Biomes: Eight-book series

Exploring the climate, geology, animals, plants, ecology and environmental problems unique to six major land biomes; fifth-grade and up.

Silverstein, Alvin

Human Body Systems: Eight-book series

Explore the eight major human-body systems and problems affecting them; ages 9 and up.

The library is at 411 E. Chapman Ave. on the corner of Chapman Avenue and Kraemer Boulevard, in the Placentia Civic Center. Open hours are noon to 8 p.m. Monday through Wednesday; 10 a.m. to 6 p.m. Thursday and Saturday; 1 to 5 p.m. Sunday. Closed Friday.

For information, call Cyrise Smith at 528-1906 ext. 212.

PLACENTIA LIBRARY DISTRICT Information for Teachers

Preschool - Primary - Intermediate Edition



Placentia Library District 411 East Chapman Avenue Placentia, CA 92870
714-528-1906 Ext. 212; Fax 528-8236

CYRISE SMITH, Children's Librarian

Elizabeth Minter, director of Placentia Library District is very pleased to introduce Cyrise Smith the new Children's Librarian.

Ms. Smith has been a resident of Yorba Linda for over 27 years until recently moving to a new residence in Anaheim.

Ms. Smith's educational background includes a Bachelor of Science Degree in Child Development from California State University, Fullerton. She has worked as a pre-school teacher for over 4 years.

Ms. Smith is now currently working on her Masters in Library Science (MLS) from San Jose State University satellite program housed at CSUF.

Cyrise Smith's enthusiasm and knowledge of children's literature has greatly enhanced the children's department at Placentia Library.

If you would like any help during the school year please call her at 528-1906 ext. 211.



Children's Drama Production

Students from El Dorado High School drama class, under the direction of Gai Jones will present short skits from stories nominated for the California Young Readers medal. All children and their families are encouraged to attend this fun event held in the Library community room.

Tuesday, November 12th at 7:00 P.M.
Come early, space is limited.

For more information please call the Children's Department at 528-1906 ext. 212.

TEACHERS

- 📖 The Librarians in the Children's Department will be happy to pull materials for teachers to use in the classroom. Please call or fax the Library with a description of your lesson plan and/or the subject you need materials for at least a week in advance of when you need the materials.
- 📖 Please call the Children's Department if you would like to arrange a tour or have someone come to your classroom to talk to your students about the resources available at the Library
- 📖 The telephone number is 528-1906 ext.211 or 212 and the fax number is 528-8236. When you fax please include your phone number and when you can be reached.

Thank you for your cooperation

Cyrise Smith, Children's Librarian

After School Specials



Wednesday, 3:45 - 4:45 P.M.

Stories, crafts and games
Children ages 7-13.

October 9 - November 27

Registration required.

LIBRARY HOURS

Monday-Wednesday 12:00 NOON-8:00 P.M.
Thursday & Saturday 10:00 A.M.-6:00 P.M.
Friday CLOSED
Sunday 1:00 - 5:00 P.M.

SEPTEMBER - NOVEMBER, 1996

Camp Read S'More 1996 Summer Reading Program



During the summer 1,050 children read over 31,500 books for enjoyment and prizes as participants in the Summer Reading Program at Placentia Library.

Reading certificates and a free meal at the Whole Enchilada Restaurant were earned by children who read a minimum of 12 books and visited the Library at least 4 times during the summer.

There were 692 students from the Placentia/Yorba Linda Unified School District enrolled in Camp Read S'More at the Placentia Library.

Congratulations to John Tynes Elementary who had the most students participate in the Summer Reading Program. Special recognition goes to Morse Elementary who had the most students finish the program.

The Summer Reading Program is sponsored by The Friends of Placentia Library.



Access the Library Computer From Your Home or Office

To access the Library computer from your home or office with your computer modem.

- ▣ Dial (714) 254-1775 (hit return until you receive a log on command).
- ▣ Log on with the word public (lower case).
- ▣ Select your emulation (default is VT100).
- ▣ Follow the instructions. (Try again if you're not successful within four minutes.)
- ▣ You may search the book catalog without having a Library card. However, to search the magazine index, or place a reserve, you will need to have your Library card number available. The Library card must be from Placentia, Anaheim, or Yorba Linda.
- ▣ To search the magazine index:
 1. Choose Gateway from the menu.
 2. Type in your Library card number
- ▣ When placing a reserve, please indicate the Library where you want to pick up the requested materials. There is a \$.50 charge for any item reserved. A notice will be sent to notify you when the item is available for check-out. All reserve materials must be picked up at the circulation desk.

Information for Teachers is published in September, December, March and May by the staff of Placentia Library District. Cyrise Smith, M.L.S., Editor.

ASSIGNMENT ALERT

Each school year area students visit the Placentia Library looking for information they need to complete school assignments. The Placentia Library invites teachers to assist us with making this a productive and positive experience for their students.

The ASSIGNMENT ALERT is designed for you to notify us of upcoming assignments. By using the Assignment Alert, teachers and librarians together can make sure that students will find what they need when they come to the library.

Information on a particular subject may be limited and if the Library is not aware of an assignment, the first two or three students may check out all of the available material. If the Library knows in advance, the staff will place the requested materials on RESERVE so that all of the students will have access to the information.

Teachers are invited to visit the Library to pre-select material they wish to be put on RESERVE for their classroom. If this is not convenient, Library staff will select the items based upon the information provided by the teacher. Library staff will be happy to assist teachers in locating needed materials and answering any questions.

Thank you for helping us provide quality Library service to the students of our community.

10th ANNUAL CAMP LIBRARY

In observance of Children's Book Week, a National Celebration to encourage children's enjoyment of reading, the Placentia

Children's Department will host the Tenth Annual Camp Library.

Fifty children, ages four to twelve accompanied by a parent, will spend a whole night in the Library on Friday, November 22, 1996 to Saturday morning.

Check-in on Friday night will begin at 6:30 P.M. The first program will begin promptly at 7:00 P.M. A continental breakfast will be served starting at 6:45 A.M. Saturday morning. Check-out time is 7:30 A.M.

Paid reservations will start Monday, October 28; cost is \$3.00 per person.


Camp Library is sponsored by The Friends of Placentia Library.




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TO: Elizabeth Minter, Library Director 

FROM: Jeannine Walters, Literacy Coordinator 

DATE: October 15, 1996

SUBJECT: Placentia Library Literacy Services Report for the month of September

Program Statistics

Active tutors: 52
Active students: 72
Students waiting to be matched: 37
Percentage of tutors reporting (September hours): 77%
Tutoring hours reported: 201.5
Other volunteer hours reported: 77.5
Total volunteer hours: 279

Citizenship Exam. The citizenship exam was administered Saturday, September 21, 1996. Nineteen people took the exam. The next exam is scheduled for Saturday, October 19, 1996.

Tutor Training. Registration has begun for the October Tutor Training Workshop.

Southern California Library Literacy Network (SCLLN). Board President Dinsmore and Literacy Coordinator Walters attended the September 17 SCLLN meeting held at Santa Fe Springs Library. Gary J. Curto, Director of Development of the San Geronio Memorial Hospital Foundation, was the guest speaker. His presentation was titled "People to People Fund-raising" and contained guidelines for conducting a successful fund-raising campaign.

Families First Collaborative. Children's Librarian Smith and Literacy Coordinator Walters attended a Families First Collaborative meeting on September 11 at Tynes Elementary School. They informed the others in attendance of the upcoming parent/child community outreach programs that will be starting in October.

Placentia Community Network Meeting. Literacy Coordinator Walters represented PLLS at the Placentia Community Network Meeting on September 19. Information on the outreach programs was given to Patricia Long, Executive Director of H.I.S. House.

Other Networking Activities. Literacy Coordinator Walters attended a breakfast on September 12 which was sponsored by D.O.V.I.A. which is a networking organization for agencies that use volunteers.



SAFETY COMMITTEE MEETING
OCTOBER 8, 1996
MINUTES

I. Call to Order 4:00p.m.

II. Members Attending: Jerry Conn
Esther Guzman
Jeannine Walters
Cindy McClain

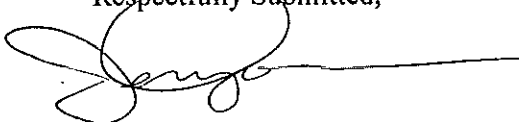
III. Old Business

1. Staff photographs have been taken for Identification cards. Cards will be administered to staff as they are processed.
2. Jeannine Walters has attended the Safety Seminar in Lake Tahoe. Jerry Conn was not able to attend this seminar.

IV. New Business

Jeannine Walters has attended the seminar in safety for the Special District Risk Management Authority (SDRMA) in Lake Tahoe, on Wednesday September 26. The topics included special instructions on handling work related injuries and Workmen's-Comp. claims. There were several instructional handouts that were distributed among members and will be photocopied for the committee's use and will be distributed amongst staff members in the future.

Respectfully Submitted,

A handwritten signature in black ink, appearing to be "Jerry Conn", written over a horizontal line.

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