

AGENDA
REGULAR MEETING
PLACENTIA LIBRARY DISTRICT
BOARD OF TRUSTEES
7:30 P.M.
December 21, 1992

1. Roll Call: Administrative Assistant

2. Installation of Board Members.

Oath of Office: Library Director

Installation of Peggy Dinsmore, Patricia Montelongo and Al Shkoler as Library Trustees.

3. Election of Officers.

*Pres: Al Shkoler / [unclear]
Sec: Sandra Stray / [unclear]*

4. Adoption of Agenda.

Presentation: Library Director
Recommendation: Adopt by Motion

*add 2-15-28
as Montelongo
Stray - [unclear]*

5. Minutes of the November 16, 1992, Regular Meeting and the November 30, 1992, Special Meeting.

Presentation: Library Director
Recommendation: Approve by Motion

*both sets
Minutes corrected*

Allen Stray

6. Oral Communications.

*as corrected
Shkoler/Stray*

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.

7. Board President's Report.

*CAL TAC debit lower suggest
member to abstain.*

Presentation: Library Board President

8. Literacy Volunteers of America Board Report.

Presentation: Library Board President

9. Friends of the Library Report.

Presentation: Library Director

*Pay from attended +
stayed to entire meeting.*

CLAIMS (Items 10-12)

Presentation: Library Director
Recommendation: Approve by Motion

*Salary for
[initials]*

Items 10-12 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.

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

There are no Nonstandard Claims for this report period.

11. Claims forwarded by the Library Director. (Approve)

Claims forwarded by the Library Director for \$7,095.55.

*5 paid -
Walt*

12. Current Claims and Payroll. (Approve)

Current Claims of \$19,280.11. Payrolls 2068 and 2069 for a cumulative payroll total of \$60,290.00. Combined total of Current Claims and Payroll of \$79,570.11.

FINANCIAL REPORT (Items 13-17)

Presentation: Library Director
Recommendation: Approve by Motion

Items 13-17 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.

- Empty*
Shall
- 13. Financial Report for November, 1992. (Receive & File)
 - 14. Office General Ledger & Check Registers for November, 1992. (Receive & File)
 - 15. Overdue Collection Report for November, 1992. (Receive & File)
 - 16. Vending Machine Report for November, 1992. (Receive & File)
 - 17. Gift Fund Report for November, 1992. (Receive & File) *and* *Director*

GENERAL CONSENT CALENDAR (Items 18-23)

Presentation: Library Director
Recommendation: Approve by Motion

Sub/Sum
to review

Items 18-23 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.

The Circulation Reports for April, May, June, July, August, September, October, and November, 1992, were not available because of problems with the installation of the new Library system, DYNIX. It looks as if some of the figures for these reports may be recovered. The staff of the Anaheim Library reports that day end processing began during the week of December 14, 1992, and that preliminary circulation statistics for the DYNIX system should be released before the end of December.

- 18. Volunteer Report for November, 1992. (Receive & File)
- 19. Building Maintenance Report for November, 1992. (Receive & File)
- 20. Personnel Report for November, 1992. (Receive, File, and Ratify Appointments)
- ✓ 21. Travel Authorization. (Approve)

22. Amended Appropriations Limit (Gann) Schedules of Fiscal Years 1990-1991 and 1991-1992. (Receive & File)
23. Notification from the California Library Services Board of funding approval of \$25,000 for the Family Literacy Program. (Receive & File)

CONTINUING BUSINESS

24. FY1992-1993 Budget

Presentation: Library Director
Recommendation: Review Status; Ratify Letter Submitted to the Supreme Court of California; and Review Brochure for Public Distribution

Presentation to include a report by Russ Behrens, Esq., McCormick, Kidman & Behrens, of potential litigation by independent special districts concerning FY1992-1993 budget issues; a report by the Library Director on the meeting of public, county and special district library directors with the State Librarian on October 23, 1992; and other issues relating to the FY1992-1993 budget.

NEW BUSINESS

25. Review Meeting Room Policy and Usage History.

Presentation: Library Director
Recommendation: Revise Meeting Room Policy

26. Submission of Letter of Intent to Apply for a LSCA Title II Grant.

Presentation: Assistant Library Director
Recommendation: Adopt Facilities Plan; Tentatively Approve ADA Plan and Request a Review by the City's Advisory Committee on the Disabled; and Approve Submission of the Letter of Intent.

27. Resignation of Library Trustee Patricia Montelongo.

Presentation: Library Director
Recommendation: Accept Resignation; Approve Publication of the Open Position with Application Deadline of January 22, 1993; and Set Date for Applicant Interviews.

205 Fans:

Permitt
Clad II to LPA
reclm

STAFF REPORTS

28. Program Report for the Month of November. (Program Committee)

DRS Form -

29. Placentia Library Literacy Services Report. (Daniels)

30. Family Literacy Project Report. (Joseph)

31. Publicity Materials produced for the month of November. (Cushing)

~~32. Gulf Arab States Project Final Payment. (Ammar)~~

DRS Form

Janet Eaves

AAA - [unclear]

DRS Form

ADJOURNMENT

33. Agenda Preparation for January 18, 1993, Regular Meeting

34. Adjourn

*1. Calendar Review
2. Trustee appointment*

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

I, Charlene Dumitru, Administrative Assistant for the Placentia Library District, hereby certify that the Agenda for the December 21, 1992, Regular Meeting of the Library Board of Trustees of the Placentia Library District was posted on Thursday, December 17, 1992.

CALENDAR FOR LIBRARY BOARD OF TRUSTEES

Jan 4 (Mon)	Friends Board Meeting (Dinsmore)
Jan 8 - 9	Friends Booksale
Jan 12 (Tues)	LVA Placentia Board Meeting (Dinsmore)
Jan 18 (Mon)	Board of Trustees Meeting
Jan 26 (Tues)	LVA Placentia Board Meeting (Dinsmore)
Jan 22-27 Jan 28	American Library Association Midwinter Meeting, Denver <i>Friends Annual Meeting (speeches, program - award ceremony)</i>
Feb 1 (Mon)	Friends Board Meeting (Shkoler)
Feb ?	Board of Trustees Meeting
Feb 23 (Tues)	LVA Placentia Board Meeting (Dinsmore)
Feb 27 (Sat)	CALTAC Workshop for Trustees, Yorba Linda Public Library
Mar 1 (Mon)	Friends Board Meeting (Stark)
Mar 15 (Mon)	Board of Trustees Meeting
Mar 23 (Tues)	LVA Placentia Board Meeting (Dinsmore)
Apr 5 (Mon)	Friends Board Meeting (Dinsmore)
Apr 18-24	National Library Week
Apr 19 (Mon)	Board of Trustees Meeting
Apr 20 (Tues)	ALA Legislative Day, Washington D.C.
Apr 27 (Tues)	LVA Placentia Board Meeting (Dinsmore)
Apr 29 (Thur)	Independent Special Districts of Orange County
May 3 (Mon)	Friends Board Meeting (Evans)
May 17 (Mon)	Board of Trustees Meeting
May 25 (Tues)	LVA Placentia Board Meeting (Dinsmore)
Jun 7 (Mon)	Friends Board Meeting (New Trustee)
Jun 21 (Mon)	Board of Trustees Meeting
Jun 22 (Tues)	LVA Placentia Board Meeting (Dinsmore)
Jun 24-30	American Library Association Annual Conference, New Orleans

MINUTES
PLACENTIA LIBRARY DISTRICT
BOARD OF TRUSTEES
NOVEMBER 16, 1992

- CALL TO ORDER** The Regular Meeting of the Placentia Library District Board of Trustees was called to order at 7:35 P.M. by President Peggy Dinsmore.
- ROLL CALL** **Members Present:** President Peggy Dinsmore; Secretary Fred West; Trustees Bob Osborn; and Sandra Stark; and Library Director Elizabeth Minter.
- Members Absent:** Trustee Ray Evans (excused)
- Others Present:** Assistant Library Director Sal Addotta; Administrative Assistant Charlene Dumitru; ~~Library Trustee Elect~~ Al Shkoler; Palos Verdes Library District Assistant Director Bob Sepke; Palos Verdes Library District Director Community Relations Director Nancy Mahr; Altadena Library District Director Bill Tema; Buena Park Library District Business Manager Scott Minte; Representative of Orange County Employee Association and Placentia Library District Staff Member Cheryl Willauer; and Russ Behrens, Esq. of the Law Firm of McCormick, Kidman & Behrens.
- ADOPTION OF AGENDA** It was agreed to discuss Agenda Item 24, FY1992-1993 Budget out of sequence.
- It was agreed to postpone discussion of Agenda Item 27, Meeting Room Policy and Usage History until the December Board Meeting.

It was moved by Secretary West, seconded by Trustee Stark to adopt the Agenda as amended.

AYES: Dinsmore, West, Osborn, Stark
NOES: None
ABSTAIN: None
ABSENT: Evans

MINUTES

It was moved by Trustee Stark, seconded by Trustee Osborn to approve the Minutes of the Regular Meeting of the Board of Trustees of October 19, 1992 as presented.

AYES: Dinsmore, West, Osborn, Stark
NOES: None
ABSTAIN: None
ABSENT: Evans

**ORAL
COMMUNICATIONS**

Attorney Russ Behrens of the Law Firm of McCormick, Kidman & Behrens, presented his analysis of the legal aspects of recent state legislation regarding the State budget and the transfer of funds from special districts. He addressed the issue of unfair taxation in the context of taxes collected and designated for one district or agency being transferred to an unlike agency or program making it impossible for taxpayers to know what their taxes are being allocated toward. He believes the State law as written is unconstitutional and violates Proposition 13 and could be legally challenged. He discussed legal action being initiated on behalf of the Calleguas Municipal Water District of Ventura County in regard to the transfer of tax revenue.

BUDGET
FY1992-1993

It was moved by Trustee Osborn, seconded by Secretary West to instruct Russ Behrens to tell the Callegrias Municipal Water District that the Library has an interest in their law suit.

AYES: Dinsmore, West, Osborn, Stark
NOES: None
ABSTAIN: Stark
ABSENT: Evans

Direction was given that a special meeting of the Placentia Library Board of Trustees will be held on Monday, November 30, 1992 at 7:30 P.M. to discuss budget issues and the possibility of litigation. Public notices are to be placed in The Placentia News Times and in the Library.

The Board recessed for a break at 9:40 P.M. and reconvened at 9:55 P.M.

BUDGET
FY1992-1993

It was moved by Trustee Stark, seconded by Secretary West to extend the response time for acceptance of retirement incentive program to December 16, 1992.

AYES: Dinsmore, West, Osborn, Stark
NOES: None
ABSTAIN: Stark
ABSENT: Evans

PRESIDENT'S
REPORT

Due to time constraints President will present a written report on the CLA convention at a later time. It was agreed that the Board will honor departing Trustees Fred West and Bob Osborn at a dinner at La Vie En Rose on December 2, 1992.

**FINANCIAL
CLAIMS**

It was moved by Trustee Stark, seconded by Secretary West to approve Agenda Items 9 through 11: Nonstandard Claims in excess of \$300; Claims forwarded by the Library Director; and Current Claims and Payroll, as presented.

AYES: Dinsmore, West, Osborn, Stark
NOES: None
ABSTAIN: None
ABSENT: Evans

**FINANCIAL
REPORT**

It was moved by Secretary West, seconded by Trustee Evans to receive and file Agenda Items 12 through 16: Financial Report for October, 1992; Office Ledger and Check Registers for October, 1992; Overdue Collections Report for October, 1992; and Vending Machine Report for October, 1992; Gift Fund Report for October, 1992, as presented.

AYES: Dinsmore, West, Osborn, Stark
NOES: None
ABSTAIN: None
ABSENT: Evans

**GENERAL
CONSENT
CALENDAR**

It was agreed to consider Agenda Items 20, 22 and 23, Personnel Report for October 1992; Gulf Arab Grant Project Final Report; and Designation of Great-West Life & Annuity Insurance Company as a deferred compensation carrier for the District, as separate items.

It was moved by Secretary West, seconded by Trustee Stark, to receive and file Agenda Items 17, 18, 19, and 21 of the General Consent Calendar: Volunteer Report for October, 1992; Review of Shared Maintenance Costs with the city of Placentia under the Joint Powers Authority; Building Maintenance Report for October, 1992; and the Personnel Report for October, 1992.

AYES: Dinsmore, West, Osborn, Stark
NOES: None
ABSTAIN: None
ABSENT: Evans

It was moved by Trustee Stark, seconded by Secretary West to Receive, File Agenda Item 20, Personnel Report for October, 1992.

AYES: Dinsmore, West, Osborn, Stark
NOES: None
ABSTAIN: None
ABSENT: Evans

It was moved by President Dinsmore, seconded by Trustee Osborn to Receive and File Agenda Item 22, Gulf Arab Grant Project Final Report.

AYES: Dinsmore, West, Osborn, Stark
NOES: None
ABSTAIN: None
ABSENT: Evans

It was moved by Secretary West, seconded by Trustee Stark to approve and authorize Library Director Elizabeth Minter to sign letter of Agreement designating Great-West

Life & Annuity Insurance Company as a deferred compensation carrier for the District.

AYES: Dinsmore, West, Osborn, Stark
NOES: None
ABSTAIN: None
ABSENT: Evans

PARKING

Direction was given that the proposal for changes of the parking signs for presently reserved spaces request that the signs read "available Monday through Friday after 4 P.M., and day weekends".

It was moved by Secretary West, seconded by Trustee Osborn to approve the District's Ad Hoc Parking Committee's recommendation to present the proposal for changes of reserved parking spaces to the City Manager.

AYES: Dinsmore, West, Osborn, Stark
NOES: None
ABSTAIN: None
ABSENT: Evans

**EXCEPTION TO
MEETING ROOM
POLICY**

It was moved by Secretary West, seconded by Trustee Stark to reconsider the request from the Orton Dyslexia Society for an exception from the Meeting Room Policy.

AYES: Dinsmore, West, Osborn, Stark
NOES: None
ABSTAIN: None
ABSENT: Evans

It was moved by Secretary West, seconded by Trustee Stark to affirm the original decision to charge \$20.00 per session and waive the usual fee of \$6.00 for use of the VCR equipment.

AYES: West, Osborn, Stark
NOES: Dinsmore
ABSTAIN: None
ABSENT: Evans

**ESTABLISHMENT
OF A PLACENTIA
LIBRARY
FOUNDATION**

It was moved by Trustee Stark, seconded by President Dinsmore to endorse the concept of establishing a Placentia Library Foundation.

AYES: Dinsmore, West, Osborn, Stark
NOES: None
ABSTAIN: None
ABSENT: Evans

It was moved by Trustee Stark, seconded by Secretary West to authorize Library Director Minter to provide staff support to the Organizing Committee and to implement identification of potential members of the Organizing Committee.

AYES: Dinsmore, West, Osborn, Stark
NOES: None
ABSTAIN: None
ABSENT: Evans

**STAFF
REPORTS**

It was moved by Trustee Stark, seconded by Secretary West to approve and file Agenda Items 29 through 34; Program Report for Month of October; Placentia Library Literacy Services Report; Family Literacy Project Report; Publicity Materials Produced for the Month of October; Americans with Disabilities Act Compliance Report; and Santiago Library System Report.

AYES: Dinsmore, West, Osborn, Stark
NOES: None
ABSTAIN: None
ABSENT: Evans

ADJOURNMENT

The Regular Meeting of the Placentia Library District Board of Trustees was adjourned at 11:35 P.M.

Margaret V. Dinsmore, President

MINUTES
PLACENTIA LIBRARY DISTRICT
BOARD OF TRUSTEES SPECIAL MEETING
NOVEMBER 30, 1992

CALL TO
ORDER

The Special Meeting of the Placentia Library District Board of Trustees was called to order at 7:30 P.M. by President Peggy Dinsmore.

ROLL CALL

Members Present: President Peggy Dinsmore; Secretary Fred West; Trustee Ray Evans; Trustee Bob Osborn; Trustee Saundra Stark; and Library Director Elizabeth Minter.

Members Absent: None

Others Present: Assistant Library Director Sal Addotta; Library Trustee Elect Al Shkoler; Staff Member Cheryl Willauer; and Library Patrons Peter Kahrilas, Edie O'Neil, and ~~Alan~~ Stark.

Alan

ADOPTION
OF AGENDA

It was moved by Secretary West, seconded by Trustee Stark to adopt the Agenda as presented.

AYES: Dinsmore, West, Evans, Osborn,
Stark
NOES: None
ABSTAIN: None
ABSENT: None

BUDGET
FY1992-1993

It was moved by Trustee Stark, seconded by Trustee Evans to file an Amicus Brief with all districts which are filing legal action to oppose state legislation regarding the 35%-10% shift of revenue, at a cost not to exceed \$2,000 plus \$200 filing fee.

AYES: Dinsmore, West, Evans, Osborn,
Stark
NOES: None
ABSTAIN: None

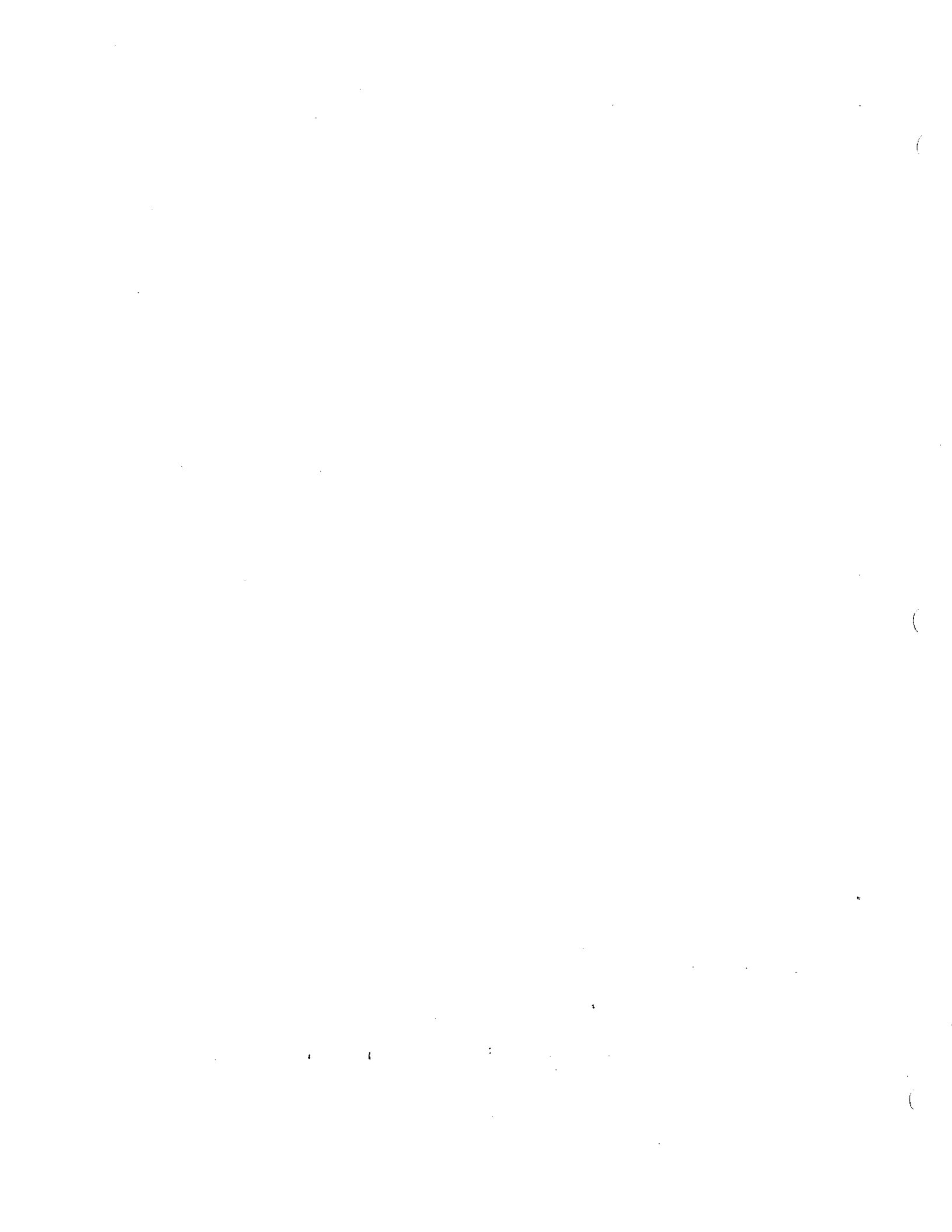
It was moved by Trustee Stark, seconded by Secretary West to contact Attorney Russ Behrens of the Law Firm of McCormick, Kidman & Behrens regarding the filing of a boilerplate law suit against the Orange County Auditor requiring a restraint of the withholding of 10% of tax revenue at a cost not to exceed \$5,000, to be filed in Orange County on or before December 10, 1992.

AYES: Dinsmore, West, Evans, Osborn,
Stark
NOES: None
ABSTAIN: None

ADJOURNMENT

The Special Meeting of the Placentia Library District Board of Trustees was adjourned at 9:35 P.M.

Margaret V. Dinsmore,
President



TO: Elizabeth Minter, Library Director

FROM: Melanie Daniels, ^{JLD}Literacy Coordinator

DATE: December 9, 1992

SUBJECT: Literacy Volunteers of America Board Report

The following are highlights of the November 23 meeting of the LVA-Placentia Board of Directors.

NOMINATING COMMITTEE

- * The Nominating Committee plans to prepare an LVA-Placentia History fact sheet from Peggy Dinsmore's narrative, to be included in information packets sent to prospective Board members.

FINANCE COMMITTEE

- * Directors were encouraged to buy LVA gift cards as a painless way of ensuring 100% Board participation in financial support of LVA.
- * The Directors approved the expenditure of \$120 for this year's solicitation mailing to approximately 350 individuals (tutors, learners, and supporters). This year's net fundraising goal for this project is \$500.
- * Each Director was asked to recruit a team of 5 bowlers who would each collect a minimum of \$50 in pledges for the February 21 event. This would ensure a minimum of \$1,575 net for LVA-Placentia.
- * The Directors agreed not to participate in the May 8, 1993 Human Race sponsored by the South Bay Volunteer Center.
- * An ad hoc committee was formed to coordinate LVA-Placentia's participation in the June 5, 1993 Placentia Street Fair. This event is viewed as a potential fundraising opportunity for the student support group.

PUBLICITY

- * The Directors decided to distribute Bowl-a-thon flyers at a Chamber of Commerce meeting, rather than in their newsletter.
- * The Directors agreed to keep a folder of LVA press releases in the Literacy Office for reference by Directors.
- * The Directors briefly discussed but took no further action on two additional publicity opportunities: the City's Open House on May 15 and the Volunteer Fair on February 27.

The next meeting is scheduled for Tuesday, January 12 at 6pm.



PLACENTIA LIBRARY DISTRICT
Summary of Claims Forwarded by the Library Director
December 21, 1992

DATE		AMOUNT
Nov 19, 1992	1	\$213.88
Nov 20, 1992	2	\$224.35
Dec 04, 1992	3	\$4,544.26
Dec 10, 1992	4	<u>\$2,113.06</u>
TOTAL		<u>\$7,095.55</u>

CLAIMS TRANSMITTED FOR PAYMENT
Placentia Library District
411 East Chapman Avenue
Placentia, CA 92670

DATE: Nov 20, 1992
Report No. 2059

APPROVED CLAIMS

The Orange County Auditor is authorized to draw his Warrant
from FUND # 5071.

Payee Name & Address	Date	Invoice #	Detail Amount	Total Amount	Acct. Code	Auditor's No.
PACIFIC BELL	Nov 07, 1992	251-5376	86.80			
Payment Center	Nov 07, 1992	251-5377	86.80	173.60	070-005	
Van Nuys, CA 91388						
CARE RESOURCES	Nov 20, 1992	December		50.75	190-000	
23840 Hawthorne Blvd., #100						
Torrance, CA 90505						

PLEASE PAY IMMEDIATELY!

The claims listed above (totalling \$224.35) are approved for payment pursuant to an order entered in the minutes of the Placentia Library District Board of Trustees and I certify that the payees named who are described in Government Code Section 3101 have taken the oath or affirmation required by Government Code Section 3102.

Approved By

Countersigned By

Attested and/or Countersigned By

DATE: Nov. 19, 1992
Report No. 2060

CLAIMS TRANSMITTED FOR PAYMENT
Placentia Library District
411 East Chapman Avenue
Placentia, CA 92670

The Orange County Auditor is authorized to draw his Warrant
from FUND # 5071.

APPROVED CLAIMS

Payee Name & Address	Date	Invoice #	Detail Amount	Total Amount	Acct. Code	Auditor's No.
Margaret V. Dinsmore 2108 N. Rosemont Placentia, CA 92670	Nov. 19, 1992			213.88	270-000	

PLEASE PAY IMMEDIATELY!!

The claims listed above (totaling \$213.88) are approved for payment pursuant to an order entered in the minutes of the Placentia Library District Board of Trustees and I certify that the payees named who are described in Government Code Section 3101 have taken the oath or affirmation required by Government Code Section 3102.

Approved By

Countersigned By

Attested and/or Countersigned By

CLAIMS TRANSMITTED FOR PAYMENT
 Placentia Library District
 411 East Chapman Avenue
 Placentia, CA 92670

The Orange County Auditor is authorized to draw his Warrant
 from FUND # 5071.

APPROVED CLAIMS

Payee Name & Address	Date	Invoice #	Detail Amount	Total Amount	Acct. Code	Auditor's No.
California Vision Service Plan P.O. Box 45210 San Francisco, CA 94145-5210	Nov 20, 1992	December		178.72	030-000	
CAREAMERICA P.O. Box 5049 Chatsworth, CA 91313-5049	Nov 23, 1992	December		4,151.98	030-000	
PACIFIC BELL Payment Center Van Nuys, CA 91388	Nov 19, 1992	996-2865		25.10	070-000	
STAPLES Dept. 91-2504992996 P.O. Box 182378 Columbus, OH 43218-2378	Dec 02, 1992	002449		45.94 11.38 57.32	180-000 180-009 Total	
Southern California Water Co. P.O. Box 9016 San Dimas, CA 91773-9016	Nov 24, 1992	Oct 19, 1992- Nov 18, 1992		131.14	280-000	

PLEASE PAY IMMEDIATELY!

The claims listed above (totaling \$4,544.26) are approved for payment pursuant to an order entered in the minutes of the Placentia Library District Board of Trustees and I certify that the payees named who are described in Government Code Section 3101 have taken the oath or affirmation required by Government Code Section 3102.

Approved By

Countersigned By

Attested and/or Countersigned By

CLAIMS TRANSMITTED FOR PAYMENT
 Placentia Library District
 411 East Chapman Avenue
 Placentia, CA 92670

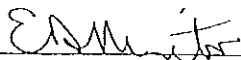
APPROVED CLAIMS

The Orange County Auditor is authorized to draw his Warrant
 from FUND # 5071.

Payee Name & Address	Date	Invoice #	Detail Amount	Total Amount	Acct. Code	Auditor's No.
PRINCIPAL MUTUAL P.O. Box 10328 Des Moines, IA 50306	Dec 01, 1992	December		454.12	030-000	
PACIFIC BELL Payment Center Van Nuys, CA 91388	Nov 17, 1992 Nov 17, 1992	528-1906 528-8236	225.16 18.45	243.61	070-000	
S M GENERAL 3410-L W. Mac Arthur Blvd. Santa Ana, CA 92704	Dec 02, 1992	December		1,091.52	140-000	
KINKO'S P.O. Box 4074 Fullerton, CA 92634-4074	Nov 24, 1992 Nov 20, 1992 Dec 04, 1992	7501 7483 400260053	74.99 9.70	84.69 123.37 208.06	180-000 180-008 Total	
CASCADE WATER CO. 1080 So. Cypress Unit D La Habra, CA 90631	Nov 24, 1992	December		24.95	180-000	
A SALLE PAPER 1298 Bluegum St. Anaheim, CA 92806	Dec 03, 1992 Dec 03, 1992	0624034 0624094	28.46 11.59	40.05	180-000	
CARE RESOURCES 23840 Hawthorne Blvd., #100 Torrance, CA 90505	Dec 09, 1992	January		50.75	190-000	

PLEASE PAY IMMEDIATELY!

The claims listed above (totaling \$2,113.06) are approved for payment pursuant to an order entered in the minutes of the Placentia Library District Board of Trustees and I certify that the payees named who are described in Government Code Section 3101 have taken the 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 Dated December 21, 1992
 December 21, 1992

TYPE	REPORT NUMBER	AMOUNT
Immediately	1	<u>\$2,098.95</u>
Subtotal for Immediately		<u>\$2,098.95</u>
Regular	1	\$10,146.44
	2	\$4,765.23
	3	\$1,284.50
	4	<u>\$984.99</u>
Subtotal for Payments		\$19,280.11
Payroll	2068	\$30,145.00
	2069	<u>\$30,145.00</u>
Subtotal for Payroll		\$60,290.00
	TOTAL	<u>\$79,570.11</u>

DATE: Dec 21, 1992
Report No. 2063

CLAIMS TRANSMITTED FOR PAYMENT
Placentia Library District
411 East Chapman Avenue
Placentia, CA 92670

The Orange County Auditor is authorized to draw his Warrant
from FUND # 5071.

APPROVED CLAIMS

Payee Name & Address	Date	Invoice #	Detail Amount	Total Amount	Acct. Code	Auditor's No.
Special Districts Workers Compensation Authority 1030 15th. St., Ste. 300 Sacramento, CA 95814	Dec 09, 1992	3rd qtr. 1992-93		1,334.00	032-000	
CNA Spec. Risks - Kansas City P.O. Box 95033 Chicago, IL 60694	Dec 16, 1992	November		283.29	032-000	
PACIFIC BELL Payment Center Van Nuys, CA 91388	Dec 04, 1992	251-5376	87.26			
	Dec 04, 1992	251-5377	87.26	174.52	070-005	
	Dec 04, 1992	524-8408		58.12	070-008	
				232.64	Total	
KINKO'S P. O. Box 8033 Ventura, CA 93002-8033	Dec 09, 1992	holiday hrs poster		3.23	180-000	
STAPLES Dept 91-2504992996 P.O. Box 182378 Columbus, OH 43218-2378	Dec 09, 1992	009647	101.56			
	Dec 11, 1992	011276	26.79			
	Dec 16, 1992	016657	22.86			
	Dec 09, 1992	009978	79.24	151.21	180-000	
	Dec 16, 1992	016739	15.34	94.58	180-008	
				245.79	Total	

PLEASE PAY IMMEDIATELY!

The claims listed above (totaling \$2,098.95) are approved for payment pursuant to an order entered in the minutes of the Placentia Library District Board of Trustees and I certify that the payees named who are described in Government Code Section 3101 have taken the oath or affirmation required by Government Code Section 3102.

Approved By _____

Countersigned By _____

Attested and/or Countersigned By _____

CLAIMS TRANSMITTED FOR PAYMENT
Placentia Library District
411 East Chapman Avenue
Placentia, CA 92670

DATE: Dec 21, 1992
Report No. 2064

The Orange County Auditor is authorized to draw his Warrant
from FUND # 5071.

APPROVED CLAIMS

Payee Name & Address	Date	Invoice #	Detail Amount	Total Amount	Acct. Code	Auditor's No
BRODART AUTOMATION P.O. Box 3488 Williamsport, PA 17705	Nov 20, 1992	A13286		423.82	070-005	
MINO-MICROGRAPHICS P.O. Box 5471 El Paso, TX 79954-5471	Nov 20, 1992	10156000SR		224.43	130-000	
REGENCY LIGHTING 16508 Arminta St. Van Nuys, CA 91406	Nov 13, 1992	126132		198.22	140-000	
BEAR STATE 13321 Alondra Blvd., #N Santa Fe Springs, CA 90670	Nov 24, 1992	22747	52.00			
	Nov 24, 1992	22736	117.42			
	Dec 08, 1992	22754	247.00			
	Dec 08, 1992	22757	1,252.52	1,668.94	140-000	
CITY OF PLACENTIA 401 E. Chpamēh Ave. Placentia, CA 92670	Nov 24, 1992	22892	1,975.29		140-000	
	Nov 20, 1992	22888	4,992.07		280-000	
			235.65		240-001	
				7,203.01	Total	
3M RSP4754 (RS) P.O. Box 33388 St. Paul, MN 55133-3388	Nov 23, 1992	UM46167		138.57	180-000	
AMERICAN BINDERY-MIDWEST P.O. Box 2579 Topeka, KS 66601	Dec 03, 1992	513980		30.52	180-000	
DATA RECALL 1711 Dell Ave. Campbell, CA 95008	Nov 12, 1992	022737		198.33	180-000	
DORAN STATIONERS 1173 N. Kraemer Blvd. Anaheim, CA 92806	Nov 04, 1992	320622	27.54		180-000	
			27.54		180-008	
					55.08	Total
INTEREX 176 Newlnton Rd. West Hartford, CT 06110	Oct 15, 1992	405265	22.17			
	Dec 03, 1992	CM2336	(16.65)	5.52	180-000	

The claims listed above (totaling \$10,146.44) are approved for payment pursuant to an order entered in the minutes of the Placentia Library District Board of Trustees and I certify that the payees named who are described in Government Code Section 3101 have taken the oath or affirmation required by Government Code Section 3102.

Approved By _____

Countersigned By _____

Attested and/or Countersigned By _____

CLAIMS TRANSMITTED FOR PAYMENT
Placentia Library District
411 East Chapman Avenue
Placentia, CA 92670

The Orange County Auditor is authorized to draw his Warrant
from FUND # 5071.

APPROVED CLAIMS

Payee Name & Address	Date	Invoice #	Detail Amount	Total Amount	Acct. Code	Auditor's No
ALLSTAR TROPHY 606 W. Chapman Ave. Placentia, CA 92670	Nov 10, 1992	9060		2.44	180-000	
GENERAL BINDING CORP. P.O. Box 71361 Chicago, IL 60694-1361	Nov 30, 1992	11487302		476.30	180-000	
PACIFIC CLIPPINGS Box 11789 Santa Ana, CA 92711	Nov 30, 1992	November		30.71	190-000	
MD MEDICAL CLINICS 1300 N. Kraemer Blvd. Anahelm, CA 92806	Dec 02, 1992	Ortiz		40.50	190-000	
ALBM&C 1661 E. Chapman Ave. Fullerton, CA 92631-4097	Oct 31, 1992	McDonald, Pomykala		270.00	190-000	
TRW-REDI PROPERTY DATA Dept. # 64107 Baltimore, MD 21264	Nov 14, 1992	1993		435.23	240-001	
BAKER & TAYLOR P.O. Box 7247-8049 Philadelphia, CA 19170-8049	Nov 03, 1992 Nov 17, 1992 Nov 23, 1992 Dec 01, 1992	L038356 L177680 L237687 M019278	38.58 237.22 120.07 108.01	503.88	240-001	
COMMERCE CLEARING HOUSE P.O. Box 5490 Chicago, IL 60680-5490	Nov 25, 1992	tax guide		406.20	240-001	
CITY OF ANAHEIM Division of Collections P.O. Box 3222 Anaheim, CA 92805	Nov 17, 1992	LI047032		94.79	240-001	
STANDARD & POOR'S CORP. P.O. Box 7247-0207 Philadelphia, PA 19170-0207	Dec 01, 1992 Dec 01, 1992	5761373 5755328	1,610.86 894.32	2,505.18	240-001	

The claims listed above (totaling \$4,765.23) are approved for payment pursuant to an order entered in the minutes of the Placentia Library District Board of Trustees and I certify that the payees named who are described in Government Code Section 3101 have taken the oath or affirmation required by Government Code Section 3102.

Approved By _____

Countersigned By _____

Attested and/or Countersigned By _____

CLAIMS TRANSMITTED FOR PAYMENT
Placentia Library District
411 East Chapman Avenue
Placentia, CA 92670

DATE: Dec 21, 1992
Report No. 2066

APPROVED CLAIMS

The Orange County Auditor is authorized to draw his Warrant from FUND # 5071.

Payee Name & Address	Date	Invoice #	Detail Amount	Total Amount	Acct. Code	Auditor's No.
INGRAM P.O. Box 845361 Dallas, TX 75284-5361	Dec 03, 1992	24225327		8.00	240-001	
Library Educational Institute RR1 Box 219 New Albany, PA 18833	Nov 13, 1992	3573		83.15	240-001	
BANCROFT-WHITNEY P.O. Box 7005 San Francisco, CA 94120-7005	Nov 13, 1992	1099001		200.30	240-001	
INFORMATION PLUS 2812 Exchange St. Wylie, TX 75098	Nov 11, 1992	9229103-IN		93.52	240-001	
EBSCO P.O. Box 92901 Los Angeles, CA 90009	Nov 11, 1992	0059978		36.40	240-004	
LOS ANGELES TIMES P.O. Box 600062 Los Angeles, CA 90060	Nov 16, 1992	Nov 11, 1991- Nov 08, 1993		159.12	240-004	
RECORDED BOOKS 270 Skipjack Rd. Prince Frederick, MD 20678	Nov 20, 1992	43328		531.35	240-005	
SCHOLASTIC INC. P.O. Box 3725 Jefferson City, MO 65102-3725	Nov 06, 1992	school yr 1992/93		127.68	240-009	
NEW READERS PRESS 1320 Jamesville Ave., Box 888 Syracuse, NY 13210-0888	Nov 04, 1992	522355		20.38	240-009	
JEANNINE WALTERS c/o Placentia Library District 411 E. Chapman Ave. Placentia, CA 92670	Dec 03, 1992	travel reimb		24.60	270-000	

The claims listed above (totaling \$1,284.50) are approved for payment pursuant to an order entered in the minutes of the Placentia Library District Board of Trustees and I certify that the payees named who are described in Government Code Section 3101 have taken the oath or affirmation required by Government Code Section 3102.

Approved By _____

Countersigned By _____

Attested and/or Countersigned By _____

CLAIMS TRANSMITTED FOR PAYMENT
Placentia Library District
411 East Chapman Avenue
Placentia, CA 92670

DATE: Dec 21, 1992
Report No. 2067

APPROVED CLAIMS

The Orange County Auditor is authorized to draw his Warrant
from FUND # 5071.

Payee Name & Address	Date	Invoice #	Detail Amount	Total Amount	Acct. Code	Auditor's No.
ELIZABETH D. MINTER c/o Placentia Library District 411 E. Chapman Ave. Placentia, CA 92670	Dec 21, 1992	petty cash	116.36		180-000	
			350.04		180-009	
			200.54		183-000	
			145.20		183-008	
			70.39		240-001	
			50.00		270-000	
			52.46		787-000	
			984.99	Total		

The claims listed above (totaling \$984.99) are approved for payment pursuant to an order entered in the minutes of the Placentia Library District Board of Trustees and I certify that the payees named who are described in Government Code Section 3101 have taken the oath or affirmation required by Government Code Section 3102.

Approved By _____

Countersigned By _____

Attested and/or Countersigned By _____

CLAIMS TRANSMITTED FOR PAYMENT
Placentia Library District
411 East Chapman Avenue
Placentia, CA 92670

DATE: Dec 21, 1992
Claim No. 2068

APPROVED CLAIMS

The Orange County Auditor is authorized to draw his Warrant from FUND # 5071.

Payee Name & Address	Date	Invoice #	Detail Amount	Total Amount	Acct. Code	Auditor's No.
BANK OF AMERICA Placentia Branch 760 for the Placentia Library	Dec 21, 1992	Pay # 14 Dec 25, 1992- Jan 07, 1993	28,000.00		010-000	
Account # 07605-80156 Route # 121000358		FICA	2,145.00		020-000	
				30,145.00	TOTAL	

PLEASE WIRE ON FRIDAY, JANUARY 08, 1993!!!

The claims listed above (totaling \$30,145.00) are approved for payment pursuant to an order entered in the minutes of the Placentia Library District Board of Trustees and I certify that the payees named who are described in Government Code Section 3101 have taken the oath or affirmation required by Government Code Section 3102.

Approved By _____

Countersigned By _____

Attested and/or Countersigned By _____

DATE: Dec 21, 1992
Claim No. 2069

CLAIMS TRANSMITTED FOR PAYMENT
Placentia Library District
411 East Chapman Avenue
Placentia, CA 92670

The Orange County Auditor is authorized to draw his Warrant
from FUND # 5071.

APPROVED CLAIMS

Payee Name & Address	Date	Invoice #	Detail Amount	Total Amount	Acct. Code	Auditor's No.
BANK OF AMERICA Placentia Branch 760 for the Placentia Library	Dec 21, 1992	Pay # 15 Jan 08, 1993- Jan 21, 1993	28,000.00		010-000	
Account # 07605-80156 Route # 121000358		FICA	2,145.00		020-000	
				30,145.00	TOTAL	

PLEASE WIRE ON FRIDAY, JANUARY 22, 1993!!

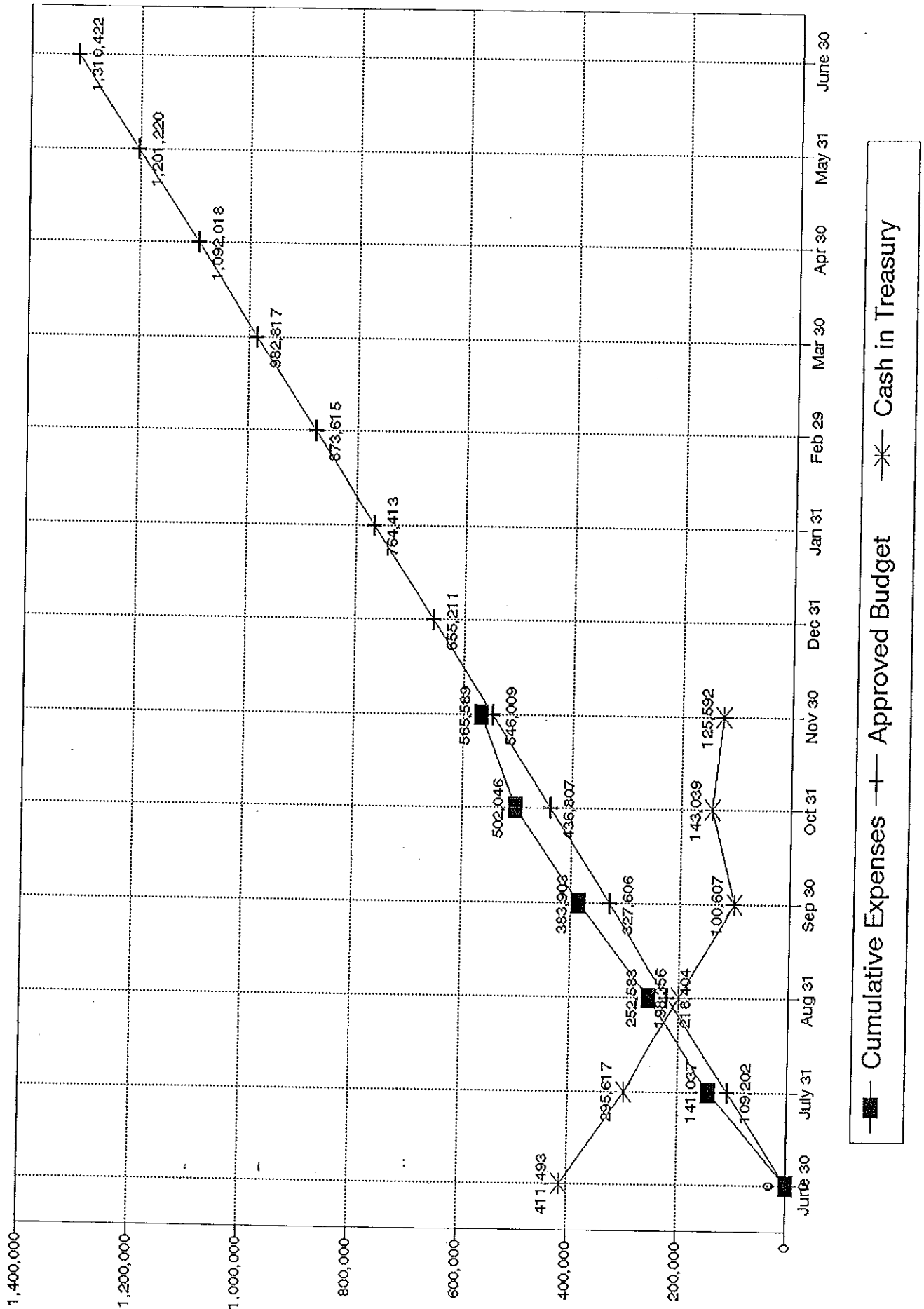
The claims listed above (totaling \$30,145.00) are approved for payment pursuant to an order entered in the minutes of the Placentia Library District Board of Trustees and I certify that the payees named who are described in Government Code Section 3101 have taken the oath or affirmation required by Government Code Section 3102.

Approved By _____

Countersigned By _____

Attested and/or Countersigned By _____

PLACENTIA LIBRARY DISTRICT FISCAL YEAR 1992-93 BUDGET



PLACENTIA LIBRARY DISTRICT
REVENUE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
December 21, 1992

OBJECT CODE	DESCRIPTION	FY1992-93 BUDGETED	FY1992-93 YTD	FY1991-92 YTD	FY1992-93 NOV 1992	FY1991-92 NOV 1991	FY93 YTD % OF BUD
621-000	Prop. Taxes - current secured	963,800.00	45,389.42	48,415.89	45,389.42	48,415.89	4.71%
621-001		29,000.00	0.00	0.00	0.00	0.00	0.00%
	TOTAL PROP. TAXES - CURRENT SECURED	992,800.00	45,389.42	48,415.89	45,389.42	48,415.89	4.57%
622-000	PROP. TAXES - CURRENT UNSECURED	78,000.00	53,045.46	65,645.15	0.00	0.00	68.01%
623-000	Prop. Taxes - Prior Secured	0.00	0.00	0.00	0.00	0.00	
623-001	Secured final apportionment	11,000.00	13,108.09	10,269.97	0.00	0.00	119.16%
623-002	Secured prior years	27,000.00	4,711.96	3,233.10	0.00	0.00	17.45%
623-010		500.00	0.00	0.00	0.00	0.00	0.00%
623-011		1,500.00	0.00	1,462.70	0.00	1,462.70	0.00%
	TOTAL PROP. TAXES - PRIOR SECURED	40,000.00	17,820.05	14,965.77	0.00	1,462.70	44.55%
624-000	TOTAL PROP. TAXES PRIOR UNSECURED	1,500.00	0.00	0.00	0.00	0.00	0.00%
626-000	Penalties & Costs - delinquent taxes	0.00	0.00	0.00	0.00	0.00	
626-623		6,500.00	1,556.79	1,151.35	0.00	0.00	23.95%
	TOTAL PENALTIES & COSTS DELINQUENT TAXES	6,500.00	1,556.79	1,151.35	0.00	0.00	23.95%
628-000	PROP. TAXES SUPPLEMENTAL - CURRENT	50,000.00	19,603.75	27,875.03	706.84	3,058.87	39.21%
630-000	PROP. TAXES SUPPLEMENTAL - PRIOR	4,500.00	4,938.99	3,703.65	0.00	0.00	109.76%
661-000	Interest	30,000.00	10,537.30	10,715.31	0.00	0.00	35.12%
661-623		250.00	0.00	0.00	0.00	0.00	0.00%
	TOTAL INTEREST	30,250.00	10,537.30	10,715.31	0.00	0.00	34.83%
669-000	STATE - HOMEOWNER PROP TAX RELIEF	21,400.00	0.00	0.00	0.00	0.00	0.00%
697-000	State - ILL & Direct Loan Reimbursement	20,000.00	17,558.20	0.00	0.00	0.00	87.79%
697-001	State - CA Foundation Funds 14,636	16,217.00	0.00	0.00	0.00	0.00	0.00%
697-002	State - CA Literacy Campaign	10,000.00	0.00	0.00	0.00	0.00	0.00%
697-003	State - Family Literacy	9,255.00	0.00	0.00	0.00	0.00	0.00%
697-004	State - Grandparents & Books	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	55,472.00	17,558.20	0.00	0.00	0.00	31.65%
781-503	Transfer from Other Library Funds	0.00	100,000.00	0.00	0.00	0.00	
787-000	Other Revenue	30,000.00	9,230.80	0.00	0.00	0.00	30.77%
787-001	Outlawed warrant - 6 months	0.00	8.00	0.00	0.00	0.00	
787-003		0.00	0.00	0.00	0.00	0.00	
	TOTAL OTHER REVENUE	30,000.00	9,238.80	0.00	0.00	0.00	30.80%
	5071 FUND TOTAL	1,310,422.00	279,688.76	172,472.15	46,096.26	52,937.46	21.34%

7/58/00

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
December 21, 1992

OBJECT CODE	DESCRIPTION	FY1992-93 BUDGETED	FY1992-93 YTD	FY1991-92 YTD	FY1992-93 NOV 1992	FY1991-92 NOV 1991	FY93 YTD % OF BUD
010-000	Salaries & Wages	735,250.00	311,620.00	274,400.00	56,000.00	53,600.00	42.38%
020-000	Retirement	107,075.00	69,290.47	20,000.00	4,290.00	4,000.00	64.71%
	Health Insurance/Care America	36,200.00	18,666.66	14,462.48	2,192.82	5,919.75	51.57%
	Long Term Disability	0.00	282.66	0.00	0.00	0.00	
	Vision Service Plan	2,250.00	652.80	888.08	0.00	353.68	29.01%
	Dental	6,600.00	1,893.68	2,319.78	0.00	184.18	28.69%
030-000	Total Employee Insurance	45,050.00	21,495.80	17,670.34	2,192.82	6,457.61	47.72%
031-000	Unemployment Insurance	1,750.00	2,165.81	136.00	0.00	0.00	0.00%
032-000	Workers Compensation - General	7,750.00	630.85	3,228.08	0.00	1,921.27	0.00%
	TOTAL SALARIES & EMPLOYEE BENEFITS	896,875.00	405,202.93	315,434.42	62,482.82	65,978.88	45.18%
070-000	Communications	6,200.00	1,780.10	2,692.82	237.97	1,059.79	28.71%
070-005	Communications - Computer	0.00	1,223.30	0.00	0.00	0.00	
070-008	Communications - Literacy	1,200.00	299.24	753.53	0.00	130.69	24.94%
	Total Communications	7,400.00	3,302.64	3,446.35	237.97	1,190.48	44.63%
090-000	Food	200.00	0.00	0.00	0.00	0.00	0.00%
090-009	Food - Family Literacy	0.00	32.26	0.00	0.00	0.00	
	Total Food	200.00	32.26	0.00	0.00	0.00	16.13%
100-000	Household Expense	4,500.00	1,136.17	1,669.37	0.00	614.23	25.25%
110-000	Insurance	16,500.00	0.00	0.00	0.00	0.00	0.00%
130-000	Maintenance of Equipment	7,500.00	2,433.46	5,985.47	0.00	688.50	32.45%
	HVAC	8,000.00	4,057.49	7,682.75	0.00	0.00	50.72%
	Carpet Cleaning	5,950.00	1,929.70	936.75	0.00	0.00	32.43%
	Groundskeeping, City of Placentia	23,000.00	5,511.49	8,418.58	0.00	2,529.30	23.96%
	Plumbing	750.00	51.50	0.00	0.00	0.00	6.87%
	Electrical	2,250.00	135.00	1,746.33	0.00	886.08	6.00%
	Cleaning Service	14,000.00	4,411.56	5,503.08	0.00	2,228.52	31.51%
	Locksmith	500.00	0.00	109.81	0.00	0.00	0.00%
	Other	500.00	125.00	441.46	0.00	0.00	25.00%
140-000	Total Maintenance of Building & Grounds	54,950.00	16,221.74	24,838.76	0.00	5,643.90	29.52%
160-000	Memberships	3,500.00	85.00	539.19	0.00	120.00	2.43%
170-000	Miscellaneous Expense	0.00	0.00	0.00	0.00	0.00	

OBJECT CODE	DESCRIPTION	FY1992-93 BUDGETED	FY1992-93 YTD	FY1991-92 YTD	FY1992-93 NOV 1992	FY1991-92 NOV 1991	FY93 YTD % OF BUD
180-000	Library Supplies	4,000.00	5,884.31	1,878.80	0.00	245.42	147.11%
	Printing	11,000.00	2,755.60	173.89	19.80	22.63	25.05%
	EZ Copy - copy cards for sale to patrons	1,750.00	564.50	680.50	0.00	0.00	32.26%
	Publications	650.00	0.00	0.00	0.00	0.00	0.00%
	Paper	300.00	427.22	57.19	0.00	40.71	142.41%
	Drinking Water Service	350.00	124.75	74.85	24.95	0.00	35.64%
	Other Office Supplies	8,000.00	4,901.60	1,226.67	122.42	1,344.99	61.27%
	Total Office Supply Expense	26,050.00	14,657.98	4,091.90	167.17	1,653.75	56.27%
180-007	Grandparents & Books Supply Expense	0.00	0.00	0.00	0.00	0.00	
	Printing	2,000.00	479.72	993.74	38.89	295.58	23.99%
	Publications	200.00	0.00	0.00	0.00	0.00	0.00%
	Paper	100.00	16.76	0.00	0.00	0.00	16.76%
	Other Office Supplies	500.00	260.81	14.52	74.41	2.45	52.16%
	Total Literacy Office supply expense	2,800.00	757.29	1,008.26	113.30	298.03	27.05%
180-009	Family Literacy Supply Expense	500.00	2,489.52	0.00	0.00	0.00	497.90%
	Total Office Expense	29,350.00	17,904.79	5,100.16	280.47	1,951.78	61.00%
183-000	Postage Expense	1,500.00	843.77	398.35	0.00	49.82	56.25%
183-008	Postage Expense - Literacy	500.00	174.00	0.00	0.00	0.00	34.80%
	Total Postage Expense	2,000.00	1,017.77	398.35	0.00	49.82	50.89%
	Care Resources (Employee Assistance)	650.00	253.75	355.25	0.00	101.50	39.04%
	Pension Contribution & Operating Expenses	4,000.00	1,137.12	2,529.83	0.00	320.13	28.43%
	Anaheim Library	30,000.00	4,985.98	6,512.00	0.00	506.00	16.62%
	Clipping Service	400.00	122.84	153.55	0.00	0.00	30.71%
	Tax Collection Services & Fees by Orange County	600.00	146.66	308.61	0.00	0.00	24.44%
	Advertising	750.00	347.50	0.00	0.00	0.00	46.33%
	Medical Exams	750.00	162.00	243.00	0.00	0.00	21.60%
	Collection Services	1,750.00	0.00	1,575.00	0.00	0.00	0.00%
	Audit	3,000.00	2,950.00	2,800.00	0.00	0.00	98.33%
	Payroll Preparation	4,000.00	2,367.28	0.00	0.00	0.00	59.18%
	Election Expenses	13,000.00	0.00	0.00	0.00	0.00	0.00%
	Staff Training in Library	1,000.00	0.00	0.00	0.00	0.00	0.00%
	Other	500.00	105.00	1,464.56	0.00	124.90	21.00%
	Total Specialized Services	60,400.00	12,578.13	15,941.80	0.00	1,052.53	20.82%
190-001	Specialized Services - City of Anaheim	0.00	0.00	0.00	0.00	0.00	
190-008	Specialized Services - Literacy	2,250.00	848.50	1,955.08	0.00	412.68	37.71%
190-009	Specialized Services - Family Literacy	1,500.00	812.00	0.00	0.00	0.00	54.13%
190-018	Tax Collection Services & Fees by Orange County	15,000.00	148.28	0.00	0.00	0.00	0.99%
	Total Specialized Services	79,150.00	14,386.91	17,896.88	0.00	1,465.21	18.18%

OBJECT CODE	DESCRIPTION	FY1992-93 BUDGETED	FY1992-93 YTD	FY1991-92 YTD	FY1992-93 NOV 1992	FY1991-92 NOV 1991	FY93 YTD % OF BUD
200-000	Legal Notices	500.00	500.83	0.00	0.00	0.00	100.17%
210-000	Rents/Leases-Equipment	0.00	0.00	0.00	0.00	0.00	
220-000	Semi-Annual Bond Payment	0.00	0.00	35,900.00	0.00	0.00	
240-000	Special Department Expense - Miscellaneous	300.00	14.95	0.00	0.00	0.00	4.98%
240-001	Special Department Expense- Books	85,747.00	61,103.85	56,011.85	0.00	13,176.60	71.26%
240-002	Special Department Expense - Video	10,000.00	189.75	2,442.83	0.00	136.70	1.90%
240-003	Special Department Expense - City of Anaheim	0.00	0.00	3,776.83	0.00	0.00	
240-004	Special Department Expense - Periodicals	27,500.00	15,713.85	1,614.19	0.00	0.00	57.14%
240-005	Special Department Expense - Audio	5,000.00	1,971.24	3,684.68	0.00	534.15	39.42%
240-007	Special Department Expense - Grandparents & Bks	0.00	0.00	0.00	0.00	0.00	
240-008	Special Department Expense - Literacy	0.00	118.80	0.00	0.00	0.00	
240-009	Special Department Expense - Family Literacy	350.00	149.71	0.00	0.00	0.00	42.77%
	Total Special Department Expense	128,897.00	79,262.15	67,530.38	0.00	13,847.45	61.49%
260-000	Transportation/Travel - General	0.00	0.00	0.00	0.00	0.00	
270-000	Transportation/Travel - Meetings	5,000.00	3,909.25	5,927.91	213.88	705.90	78.19%
270-008	Transportation/Travel - Meetings - Literacy	500.00	354.00	0.00	0.00	0.00	70.80%
270-009	Transportation/Travel - Meetings - Family Literacy	100.00	420.00	0.00	0.00	0.00	420.00%
	Total Transportation/Travel - Meetings	5,600.00	4,683.25	5,927.91	213.88	705.90	83.63%
	Electricity	63,000.00	17,332.03	17,571.90	0.00	5,436.27	27.51%
	Gas	6,250.00	999.96	1,146.42	0.00	0.00	16.00%
	Water	1,750.00	1,075.48	1,042.33	327.89	826.47	61.46%
	Total Utilities	71,000.00	19,407.47	19,760.65	327.89	6,262.74	27.33%
280-000	TOTAL SUPPLIES & SERVICES	411,047.00	160,374.44	188,993.47	1,060.21	32,540.01	39.02%
370-000	Taxes, Assessments (Sales Tax)	1,500.00	12.04	0.00	0.00	0.00	0.80%
400-000	Equipment	0.00	0.00	0.00	0.00	0.00	
400-008	Equipment - Literacy	0.00	0.00	0.00	0.00	0.00	
400-111	Equipment	1,000.00	0.00	830.50	0.00	533.36	0.00%
	Total Equipment	1,000.00	0.00	830.50	0.00	533.36	0.00%
420-000	Structures/Improvements	0.00	0.00	0.00	0.00	0.00	
	TOTAL EQUIPMENT EXPENSE	1,000.00	0.00	830.50	0.00	533.36	0.00%
	TOTAL EXPENSES	1,310,422.00	565,569.41	505,258.39	63,543.03	99,052.25	43.16%
	Total 007 - Grandparents & Books	0.00	0.00	0.00	0.00	0.00	
	Total 008 - Literacy	7,250.00	2,551.83	3,716.87	113.30	841.40	35.20%
	Total 009 - Family Literacy	2,450.00	3,903.49	0.00	232.19	0.00	159.33%

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

November, 1992

Prepared 12/10/92

	DATE/NO.	DEBITS	CREDITS	BALANCE
Statement Balance				42,211.20
Checks Out				
TOTALS		0.00	0.00	
CHECKBOOK BAL				42,211.20

ESM
12/10/92

11/30/92

Page 1
Part 1 of 1 Parts

Placentia Library District
Income Statement For Department 04
Period Spread Sheet
1 Period(s) Ending November 30, 1992

	Total	11/30/92
Income		
Transfers from County	60,290.00	60,290.00
Interest Income-CD's	0.00	0.00
Interest Income-Savings	0.00	0.00
Miscellaneous Income	0.00	0.00
	-----	-----
Total Income	60,290.00	60,290.00
Cost of Sales	-----	-----
Gross Profit (Loss)	60,290.00	60,290.00
Expenses		
Salaries	56,202.57	56,202.57
Employee Benefits	0.00	0.00
Employer Payroll Taxes	4,233.23	4,233.23
Payroll Processing Fees	318.82	318.82
Bank Fees and Service Charges	0.00	0.00
Miscellaneous - Unknown	0.00	0.00
	-----	-----
Total Expenses	60,754.62	60,754.62
Operating Income (Loss)	(464.62)	(464.62)
Other Income		
Other Expenses	-----	-----
Net Income (Loss)	(464.62)	(464.62)
	=====	=====

11/30/92

Page 1

Placentia Library District Part 1 of 1 Parts
Income Statement For Department 04
YTD Actual Spread Sheet
1 Period(s) Ending November 30, 1992

	11/30/92
Income	
Transfers from County	336,430.49
Interest Income-CD's	400.28
Interest Income-Savings	40.15
Miscellaneous Income	0.00

Total Income	336,870.92
Cost of Sales	

Gross Profit (Loss)	336,870.92
Expenses	
Salaries	276,378.77
Employee Benefits	0.00
Employer Payroll Taxes	20,771.94
Payroll Processing Fees	1,833.60
Bank Fees and Service Charges	0.00
Miscellaneous - Unknown	0.00

Total Expenses	298,984.31

Operating Income (Loss)	37,886.61
Other Income	
Other Expenses	

Net Income (Loss)	37,886.61
	=====

11/30/92

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

Page 1

For Fiscal Year 93, Period 5 through Fiscal Year 93, Period 5

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

PLACENTIA LIBRARY DISTRICT
Bank Reconciliation for Sanwa Bank Account 0938-15439
Literacy Account

November, 1992

Prepared 12/10/92

	DATE/NO.	DEBITS	CREDITS	BALANCE
Statement Balance				7,282.56
Checks Out	1123	371.00		
TOTALS		371.00	0.00	
CHECKBOOK BAL				6,911.56

examined
12/10/92

11/30/92

Page 1

Part 1 of 1 Parts

Placentia Library District
 Income Statement For Department 02
 Period Spread Sheet
 1 Period(s) Ending November 30, 1992

	Total	11/30/92
Income		
Gifts Income	0.00	0.00
Tutor Training Income	0.00	0.00
Workshops Income	0.00	0.00
Books/Materials Income	0.00	0.00
Interest Income	8.94	8.94
Miscellaneous Income	0.00	0.00
	-----	-----
Total Income	8.94	8.94
 Cost of Sales	 -----	 -----
Gross Profit (Loss)	8.94	8.94
 Expenses		
Refunds (not in use)	0.00	0.00
Travel Expenses	0.00	0.00
Refreshments	0.00	0.00
Printing	0.00	0.00
Miscellaneous	0.00	0.00
	-----	-----
Total Expenses	0.00	0.00
 Operating Income (Loss)	 8.94	 8.94
 Other Income		
 Other Expenses	 -----	 -----
Net Income (Loss)	8.94 =====	8.94 =====

Supreme Court of California
December 3, 1992

Page 3

to this new formula during December. The chaos that would result from permitting distribution of the funds may affect the court's thinking in future review. The uncertainty concerning the constitutionality of the tax shift legislation will result in a substantial and potentially unnecessary expenditure of public funds to conduct alternate revenue studies, for public hearings and elections to institute new assessments and stand by charges, and cause undue hardship to individuals through loss of services or in the case of special district employees through the loss of employment. A speedy resolution of this issue will allow the affected entities to plan and adjust efficiently and appropriately.

Hence, the Placentia Library District of Orange County urges this court to assume original jurisdiction in the referenced matter for the purpose of determining the constitutional validity of Senate Bills 844 and 617.

Respectfully submitted,

Margaret V. Dinsmore

Margaret V. Dinsmore, President
Placentia Library District
Board of Trustees

MVD:ntf

California Special Districts Financial Information Service

OUTLOOK

IT'S UP TO \$7.5 BILLION AND RISING

That's the projected deficit in the state budget for the current and next fiscal years, according to the latest report from the Legislative Analyst. She predicts the shortfall could reach \$9.3 billion, which is nearly as large as the deficit which resulted in the state going two months without a budget this past summer while it issued "registered warrants" and refused to pay its bills.

Issued on November 19, the Legislative Analyst's projections assume that the half-cent sales tax increase enacted last year will expire as scheduled, costing the state \$1.5 billion in annual income. Governor Wilson supports the demise of the tax, while Senate President Pro-Tem David Roberti opposes it. Proposition 163's repeal of the snack food tax will cost another \$540 million over a two-year period.

In a report published earlier in October, the Commission on State Finance projected a \$4.1 billion budget shortfall during the current and next fiscal years. This assumed that school funding would be at the minimum Proposition 98 level, which would be a drop of almost \$1 billion next year compared to what would be needed to maintain the same level of funding per student, contrary to the agreement between the Governor and the Legislature. The report also noted that the \$375 million reduction in funding for Special Districts during the current fiscal year is equal to more than half of the prior AB 8 assistance and is equivalent to a loss of 22.4% of the property tax, more than double the reduction suffered by cities and counties.

Comment: During each of the past two years, the state budget was "balanced" through overly-optimistic projections of early financial recovery from the recession. When that did not materialize, huge deficits for the following year were the result. That appears to be occurring once again. The reason a "balanced" budget three months ago is already billions of dollars in the red is because economic recovery has not occurred. If the economy does not rebound by spring, the estimated \$7.5 billion deficit will probably continue to grow.

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *edm*
DATE: December 21, 1992
SUBJECT: Meeting Room Policy

BACKGROUND:

At its meeting on October 19, 1992, the Library Board requested that a review of the Meeting Room Policy be included on the Agenda for November 16, 1992. At the November 16 Meeting the Board postponed consideration of this item until the December 21, 1992, meeting.

A copy of the current Meeting Room Policy as adopted November 12, 1990, is Attachment A.

A summary of the usage of the meeting room during the past 13 months is Attachment B.

Meeting Room revenues are listed in Attachment C.

RECOMMENDATION:

Review the Meeting Room Policy and fee structure and amended as needed.

POLICY #6-82 OF THE PLACENTIA LIBRARY DISTRICT
MEETING ROOM POLICIES AND REGULATIONS

Approved: November 12, 1990

The purpose of the Library Meeting Room is to provide facilities for educational and cultural activities that are a part of the library program. The room may also be used by community groups or organizations (businesses, realty, energy) that are educational or cultural in nature provided that these activities are nonprofit, nonpartisan, and nonsectarian. The Board of Trustees has established the following conditions to govern the use of the Meeting Room.

1. A fee of \$20 (normally paid the day of the meeting) is charged for each meeting or event held in the Meeting Room. The fee is waived for those meetings or events sponsored by the Library Staff or Board of Trustees. The fee will also be waived for the Friends of the Placentia Library, the City of Placentia and elected public officials for nonpartisan presentations and Red Cross First Aid classes for groups such as Girl Scouts, etc....
2. Application for use of the room shall be made through the office of the Library Director on the form provided for that purpose. The office should be notified 24 hours in advance of any change in a scheduled meeting. No group may reserve the Meeting Room for more than three dates per application.
3. Cancellation of meetings is a mutual responsibility. Adequate advanced notice would be appreciated. Repeated failure to cancel when use is not made will be cause for forfeiture of further use.
4. A permit to use the room is not transferable.
5. Fifty per cent of the membership of any organization granted use of the Meeting Room must be residents of the Placentia Library District. Admission shall not be charged by groups using the room, except with the prior approval of the Board of Trustees, but regular fees or club dues may be collected. Exceptions to this rule may be applied to paid registrations necessary to cover expenses for institutes or special programs held in cooperation with the library.
6. Upon reasonable notice, the Library reserves the right to require a group to reschedule or relocate within the facility if the Meeting Room is needed for a Library function.
7. Organizations using the facility are responsible for moving the chairs from the storage area and for arranging them and other furniture. Chairs are to be returned to the storage

#6-82
Continued

- area after the meeting. If the library staff has to set up chairs or return them an additional fee of \$10 is charged.
8. The person who signs the application form will be deemed an official representative of the group, and liable for any damage to library and facilities. The person signing the application form must be at least 18 years old.
 9. Permission will not be granted for religious services, Sunday school classes, or to formal religious groups and organizations.
 10. Permission to use the facilities will not be granted to an individual or group representing a single political party or political action group except that in the interest of civic enlightenment and public education, use may be granted for political meetings provided all factions are invited and/or represented at the given meeting.
 11. No meetings or activities shall be held for the purpose of advancing any doctrine or theory subversive under the Constitution of the United States or the State of California.
 12. Meals may not be served in the Meeting Room. If light refreshments are provided, the kitchenette must be left clean and in accordance with posted kitchen-use rules. The Library does not have supplies available for the serving of refreshments.
 13. The Library Director has the authority to require a refundable deposit for cleaning of the carpet if the planned activity has the potential of soiling the carpet beyond normal use.
 14. Alcoholic beverages are prohibited.
 15. The fact that the Board of Trustees gives a group permission to use the Meeting Room in no way constitutes and endorsement of the policies or beliefs of the group by the Board or Library Staff and further, the Board or the Staff will not be held responsible for any action undertaken or administered by any organization or group using the facility, or by any disciplinary action taken by the group.
 16. The Meeting Room cannot be used for music rehearsals and similar noise generating activities.
 17. Personal property brought to or into the Meeting Room by any user is done so at the user's risk.

#6-82
Continued

18. Permits may be revoked by the Library Director whenever there has been a violation of these rules.
19. The Meeting Room cannot be used for activities for personal profit, or, benefit, except in instances where the objectives of such event is related to the improvement or betterment of the library. Vending of any article or service will not be permitted.
20. Evening meetings held in the Meeting Room must complete all closing requirements and vacate the room by midnight.
21. If a question should arise on the interpretation of these regulations, the matter is subject to the final decision of the Board of Trustees. These regulations may be changed or amended at any time by the Board of Trustees.
22. Capacity limitations: When used as one room, the maximum capacity will be 139 standing and seating shall be limited to 100. When the room is divided, each side will be limited to 50 people.
23. Charge for multi-use of Meeting and Conference Rooms by the same group will be \$20 for each room used, with an additional fee of \$5 if any refreshments are served.
24. It is required when a group needs a key for the Meeting Room, that applicant is to sign the necessary form.
25. Organizations requiring the presence of a Page, will incur the cost of the Page's wages.

The following equipment is available to the Meeting Room:

1. 74 chairs
2. 12 tables (6' x 2 1/2')
3. 1 lectern
4. 2 wall screens
5. 1 pointer
7. Piano
8. Television set
9. 2 flags (American and State flag)
10. 1 blackboard

MEETING ROOM USAGE

GROUP	Oct '91	Nov '91	Dec '91	Jan 92	Feb 92	Mar 92	Apr 92	May 92	Jun 92	Jul 92	Aug 92	Sep 92	Oct 92	TOTALS
PUBLIC GROUPS														
Bridge Club	5	4	3	4	4	4	4	4	4	5	4	5	4	54
Individuals	3	3		4	2	2	2	1	2	2	3	4	2	22
Health Care Ctr														21
Realty World														6
O.C. Tole Painters	1	1		1	2	2	2	4	1	2	3	1	1	15
Orchid Society	1	1		1	2	1	1	1	1	1	2	1	1	12
Terra Linda Estates	1	1		1	1	1	1	1	1	1	1	1	1	11
Roberts-Living Trust														11
Robertson-Living Trust														7
Egg Artists	1	1		1	2	1	1	2	1	1	2	1	1	7
CSUF Outreach														7
Kavesh-Minor Liv Tst														7
Bar Review Course														7
Jr. Soccer League														5
AAUW														4
Mahoney Living Trust														4
Omega Finance														4
Childrens Home Soc														3
D.Baker Living Trust														3
Delta Sigma Theta														2
Girl Scouts														2
Discovery Toys														2
YWCA -Indian Maidens														2
Exchange Students														2
Career Seminar														2
Optimist Club														2
St. Joseph School														1
Rotary														1
D Huang Living Trust														1
So. Calif Balloon														1
YLACSA														1
Embassy Management														1
SUBTOTALS	9	13	3	14	16	18	17	21	15	17	19	16	21	199
LIBRARY USAGE														
Childrens	7	14		11	16	12	15	15	4	11	10	5	14	134
Literacy	10	10		10	3	3	4	4	3	4	1	11	7	56
Special Programs														8
Friends														5
Families for Literacy														3
SLS														1
SUBTOTALS	7	24	0	23	21	17	18	20	11	15	12	18	21	207
CITY OF PLACENTIA														
Police-Bike Safety														9
Police - Commu/Youth														1
City Luncheon														1
Personnel														1
SUBTOTALS	0	0	0	1	1	1	1	1	2	1	2	1	1	12
GRAND TOTAL	16	37	3	38	38	36	36	42	28	33	33	35	43	418

Placentia Library District
Meeting Room Revenues
FY1992 - FY1992

MONTH	FY92	FY93
July	0.00	361.00
August	0.00	260.00
September	0.00	280.00
October	0.00	480.00
November	0.00	
December	0.00	
January	815.00	
February	180.00	
March	380.00	
April	377.00	
May	410.00	
June	355.00	
TOTAL	2,517.00	1,381.00

TO: Library Board of Trustees

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

DATE: December 21, 1992

SUBJECT: Submission of Letter of Intent to Apply for a LSCA Title II Grant

BACKGROUND:

Several months ago the District conducted a selection process for an architect to assist with the preparation of a LSCA Title II Grant Application to help fund modifications to the building to ensure compliance with the Americans with Disabilities Act (ADA).

LSCA is a Federal Library program that requires a local match of approximately 66%.

While the Letter of Intent must be filed now the Application itself is not due until May, 1993. The District is not required to file an Application in May. However, if a Letter of Intent is not filed then an Application will not be considered.

In later January, 1993, the State Librarian will provide an opinion on the likelihood of the Application being funded based on the information provided in the Letter of Intent.

RECOMMENDATION:

Sal Addotta

1. Adopt Facilities Plan for Fiscal Years 1992-1993 through 1997-1998.
2. Tentatively Approve the ADA Self Evaluation and Request a Review by the City's Advisory Committee on the Disabled.
3. Approve Submission of the Letter of Intent to the State Library of California.

Application and support materials prepared by Assistant Library Director Sal Addotta.

NOI
II. B. 4

PLACENTIA LIBRARY DISTRICT
Long Range Plan for Library Facilities
FY1992-93 to FY1997-98

The Placentia Library District has no long-range plans for a change in site location or facility size. Other changes, in response to ADA requirements and other input from the community, including the district's Planning Retreat held in May, 1992, which included several members of the public representing various sectors of the local community, are contemplated are outlined below.

FY1992-93	Begin implementation of facility aspects of Planning Process for Public Libraries. Conduct ADA self-evaluation. Adopt ADA self-evaluation plan. Begin compliance with ADA requirements.
FY1993-94	Monitor compliance with ADA. Begin modifications in layout and allocation of space to accommodate increased usage of electronic systems and data bases.
FY1994-95 through FY1997-98	Continue monitoring compliance with ADA until fully compliant. continue modifications in layout/space allocation regarding electronic systems/data bases as necessary.
FY 1994-95	Evaluate HVAC system.
FY1997-98	Evaluate need for repainting and recarpeting.

II. B. 4. a. 1. The library location and availability are secure because the Placentia Library District is the owner of the District site and is making bond payments and is scheduled to continue until the year 2011.

II. B. 4. a. 2. Our present site was donated by one of the founding families of Placentia. Approximately 4140,000 of District money was saved by accepting this donation. This amount was used to establish a bond Redemption Fund which is intended to help with early retirement of outstanding bonds.

The Library is part of the Placentia Civic Center, along with City Hall and the Police Station. the civic Center is located at the corner of two of the busiest streets in the city, is accessible by public transit, and has adequate parking. The current size of the building and population of the District provide 0.635 sq. ft. per capita. with the latest population projections and no increase in the size of the facility, the district will maintain at least 0.5 sq. ft. per capita through 2015. The site is such that there is adequate room to accommodate library growth.

ADA SELF-EVALUATION

Area Surveyed	Status	Proposed Action	Target Completion Date
Parking	accessible	none	N/A
Entrance	fully accessible	automatic doors installed Feb. 1991	completed
Entryway footing	tiles partially accessible	replace as part of remodeling project	FY93-94
Restrooms	legal, but largely inaccessible	redesign as part of remodeling project	FY93-94
Drinking fountains	marginally accessible; too high; activator stiff	redesign as part of remodeling project	FY93-94
Public telephones	legal, but largely inaccessible; too high	modify telephone booth; add lower unit	in progress
Signage	no written procedures for helping disabled	draft sign wording; produce sign(s)	in progress
Access to staff and collections	counters at Ref/Circ desks are too high for persons in wheelchairs;	<u>temporary solution</u> is to provide clipboards and pens and pencils at Ref/Circ desks	in progress
Access to staff and collections	same as above	<u>permanent solution</u> is to lower counters at Ref/Circ	FY93-94
Telephone access for deaf users	no access	install TDD equipment	FY93-94

The City of Placentia Advisory Committee on the Disabled has been consulted during our self-evaluation. Names of individual interested persons have not been listed in lieu of the Committee as a whole per 12/14/92 telephone conversation with Cy Silver.

An architect has been selected for the remodeling project.

LIBRARY SERVICES AND CONSTRUCTION ACT, TITLE II
PUBLIC LIBRARY CONSTRUCTION PROJECT
NOTICE OF INTENT, 1993

I. INSTRUCTIONS

This Notice of Intent ("NOI") is not binding; a subsequent application need not be submitted. However, *failure to file the Notice of Intent, including all required enclosures, will make a subsequent application ineligible.*

Four copies of the Notice of Intent and all required enclosures must be *received* no later than 4 p.m. Wednesday, January 6, 1993 at:

Cy Silver - Title II Applications
Library Development Services
1001 - 6th Street, Suite 300
Sacramento, CA 95814

Please keep in mind that there is no one to take delivery on weekends and holidays. Check with your postal or courier service to ensure that materials do not miss filing deadlines because they cannot be delivered. The responsibility is the submitter's.

II. BASIC PROJECT DATA

A. IDENTIFICATION OF POTENTIAL APPLICANT

1. Legal name of jurisdiction that owns / will own building:
Placentia Library District
2. Person submitting this Notice on behalf of jurisdiction:
Print name: Elizabeth D. Minter Title: Library Director
Address: 411 E. Chapman Avenue, Placentia, CA 92670
Phone: (714) 528-1906 Fax: (714) 528-8236
3. Name and address of project (location if address unknown¹):

4. Project is (circle all applicable phrases on line a. or b. (on one line only, whichever is appropriate)):
 - a. (Disabled access remodeling of) (and addition to) (branch) (main library)
 - b. (New) (main library) (branch library) (addition to existing) (conversion of facility not a private residence)

¹ If site not selected, provide information at B.4. following.

5. Identify the service area (to be) served by the facility (e.g., from 1990 census, name from table of places of 2,500 or more; or name of county; or specified census tracts): _____

Placentia Library District

_____ For convenience, if the service area overlaps a census area with readily-available data, the census area data may be used as long as the total population of the service area is within 10% of that of the census area. If so used, explain. _____

6. Is the Operator Jurisdiction⁴ involved with more than one project for which NOIs are being submitted? (Yes/No): No.

*If Yes, the Operator Jurisdiction's list of all projects and their priority is enclosed? (Yes/No): _____

B. PRESENT FACILITY (If none, explain in B.5. and D.3. below)

1. Year when built or latest addition: 1974 Total sq.ft. today: 28,000

For 2. following: Handicapped access remodeling projects must provide at least .5 sq.ft. per capita *today* (including any proposed addition to be built in conjunction with the handicapped access remodeling). New buildings must provide at least that amount for 2013. For either, a lesser local standard formally adopted prior to September 1, 1992 will be accepted.

2. Square feet per capita.

a. Handicapped access projects: State Department of Finance
Population today: 44,070 Source: Demographic Research Unit Sq.ft./cap.: 0.635
Report E-1

b. New buildings:
Population est. for 2013²: 55,908 Source: City of Placentia Sq.ft./cap.: 0.501

3. If 2 above is less than .5 sq.ft./cap., what is that lesser standard adopted by the operating jurisdiction³ prior to Sept. 1, 1992?: _____ sq.ft./cap. When was that standard adopted? (Date) _____

*Documentation of the lesser standard and its adoption is enclosed? (Yes/No): _____

² If local estimates do not provide 2013 figures, use 2010 instead.

³ "Operator jurisdiction" means the library operating the service, not necessarily the jurisdiction owning the facility. Such most typically occurs in county systems, with a city-owned facility operated by the county library.

* Indicates required enclosure (unless obviously Not Appropriate because of nature of project or local situation; if so, enclose explanation). Failure to enclose will result in non-acceptance of the NOI and any subsequent application. To avoid confusion on the part of reviewers, please provide a list of the enclosures, and label each enclosure to correspond with the requirement.

- * 4. Facility and its location conforms to jurisdiction's *enclosed* long-range plan for library facilities, and the plan has been reviewed or updated since the 1980 census. (Yes/No): Yes
- *a. If site is known, provide:
- a.1. Its location and secure availability, and
- a.2. The rationale for site selection (e.g., logical location, access, size, conformance to long-range facilities plan, cost, ability to accommodate library growth).
- *b. If new building and the site is not known, provide:
- b.1. The criteria to be used for site selection (e.g., those in 1.2 above, with information specific to the local situation), and
- b.2. The process, schedule etc. for site selection.
5. Name of nearest other public library facility of 7,500 sq.ft. or larger: Fullerton Public Library.
Distance: 4.5 m Size in sq.ft.: 45,000 Does it comply with ADA? (Yes/No): No

C. IF HANDICAPPED ACCESS REMODELING PROJECT:

- * 1. Library's self-evaluation plan under ADA regulations §35.105⁴ is *enclosed* (Yes/No): Yes
Fill in most recent date: Draft plan⁵ disseminated: _____; or, Plan adopted: _____.
- * 2. Provide the following if not included in the self-evaluation plan:
- (a) The list of interested persons consulted under the requirements of ADA regulation §35.105(c)(1).
- (b) Information regarding how handicapped persons will, following the proposed remodeling, gain access to the facility and its services, including but not limited to signage; parking; entrances; access to library staff and collections; restrooms; drinking water and telephones. Attach sketches or other illustrations if desired.

⁴ The plan under §35.105 is the responsibility of the "public entity", defined in ADA §201(1) as [** = omitted material] "(A) any ** local government; (B) any department, agency, special purpose district, or other instrumentality of a State ** or local government; **". Authority to adopt such plan under California law lies with, for a municipal library, the Board of Trustees or such other authority as a charter city may provide; for a county library, the County Librarian or alternatively the Board of Supervisors; and for an independent special district library, its Board of Trustees.

The §35.105 plan should, among other things, consider §35.120, which says in part: "Existing facilities. (a) General. A public entity shall operate each service, program, or activity so that the service, program, or activity, when viewing in its entirety, is readily accessible to and usable by individuals with disabilities. This paragraph does not -- (1) Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities; ** . (b) Methods: (1) General: A public entity may comply with the requirements of this section through such means as ** reassignment of services to accessible buildings, ** ."

⁵ For purposes of access remodeling projects, a final accessibility plan need not yet have been adopted to comply with minimal Notice of Intent requirements. However, such adoption must be completed prior to a subsequent Application, and the Plan as adopted included together with the information in C.2.

* Indicates required enclosure (unless obviously Not Appropriate because of nature of project or local situation; if so, enclose explanation). Failure to enclose will result in non-acceptance of the NOI and any subsequent application. To avoid confusion on the part of reviewers, please provide a list of the enclosures, and label each enclosure to correspond with the requirement.

- * 3. If the project also includes an addition (new construction) to bring facility up to sq.ft./cap. minimum in B.4. above, Outline Building Program and Cost Estimate (LSCA Form 32A) or comparable alternative is *enclosed* for the addition part of the project? (Yes/No): N/A
- * 4. Does the project make services available:
 - (a) By agreement or plan among related libraries on a regional basis within a library jurisdiction or within a cooperative system area, or
 - (b) without such agreement or plan, in a large geographical area in which distances to other accessible facilities are comparable to or greater than those in (1) preceding. (Yes/No): No

*If Yes, provide documentation.

D. IF NEW BUILDING, ADDITION OR CONVERSION PROJECT IN HIGH-MINORITY AREA:

- * 1. Required Outline Building Program and Cost Estimate (LSCA Form 32A) or comparable alternative is *enclosed*? (Yes/No): _____
- 2. Total square feet needed by 2013 (from Step 8 of Outline Building Program): _____
- * 3. Statement describing current service deficiencies is *enclosed*⁶ (Yes/No): _____
- 4. Demographic information:
 - *a. "White (not of Hispanic origin)" population, as defined in the *1990 Census of Population*⁷: _____
 - *Copy of worksheet showing sources, tabulations, etc. is *enclosed*? (Yes/No): _____
 - b. Sum is what percent of total population (B.2. above): _____% (If greater than 50%, the project is not eligible.)

⁶ If desired, enclose appropriate photographs or drawings.

⁷ This provides the information needed to respond to the "Greater than 50% minority" requirement for new buildings. It is the obverse of the Black, American Indian, Eskimo, Aleut, Asian, Pacific Islander, Other Race, and Hispanic Origin cohorts in the 1990 Census, while avoiding the duplicative counting possible by adding up those separate cohorts.

* Indicates required enclosure (unless obviously Not Appropriate because of nature of project or local situation; if so, enclose explanation). Failure to enclose will result in non-acceptance of the NOI and any subsequent application. To avoid confusion on the part of reviewers, please provide a list of the enclosures, and label each enclosure to correspond with the requirement.

E. ESTIMATED COST OF PROPOSED PROJECT

1. Estimated total cost of project⁸: \$ 80,000
 - a. If new construction, addition or conversion, from Step 15 of the enclosed Outline Building Program and Cost Estimate or comparable alternative.
 - b. If remodeling for handicapped access, indicate basis for estimate: vendor estimate
and bids for architectural services
 - *c. If project includes an addition in conjunction with remodeling, attach description of how much is remodeling, how much addition, and the general method used for estimating those two separate costs.

2. Estimated sources of construction funds:
 - a. Eligible local matching funds (see Application Form LSCA 16, p.2, Note 4) available or expended since July 1, 1990): \$ 53,600
 - b. Non-eligible matching funds to be provided: \$ 0
 - c. Estimated LSCA to be requested (1.- (2a.+2b.)): \$ 26,400
(Note: 2a.+2b.+2c. should equal Line 1.)

3. Match minimum eligibility.
 - a. If a *handicapped access remodeling project* (including those that also include an addition), is the amount on line 2c. not greater than two-thirds (2/3) the amount on line 2a. (i.e., local match is at least 60% of the sum of lines 2a. and 2c.)? (Yes/No) Yes. (If No, the project will not be eligible.)

 - b. If a *new building* unrelated to a handicapped access remodeling project, is the amount on Line 2.b. equal to or greater than the amount on Line 2.c. (i.e., local match is at least 50% of the sum of lines 2a. and 2c.)? (Yes/No) . (If No, the project will not be eligible.)

FOR FURTHER INFORMATION, Contact Cy Silver, Facilities Planning Consultant, Phone 916/322-0360; FAX 916/323-1870; Internet AUTO@WATER.CA.GOV; MAIL 1001 6th Street, Suite 300, Sacramento, California 95814

⁸ This amount may be changed in a subsequent Application. It is needed in the Notice of Intent to provide guidance to the possible demand for funds and the relative competitiveness of a project.

* Indicates required enclosure (unless obviously Not Appropriate because of nature of project or local situation; if so, enclose explanation). Failure to enclose will result in non-acceptance of the NOI and any subsequent application. To avoid confusion on the part of reviewers, please provide a list of the enclosures, and label each enclosure to correspond with the requirement.

III. SIGNATURES

1. Person submitting Notice of Intent (II.A.2. above):

"The required documents indicated above by asterisks (*) are, as appropriate, enclosed, and to the best of my knowledge, the information in them and in this Notice is accurate and complete."

Signature: _____ Date: December 21, 1992

2. If the submitter is the librarian responsible for administering library service to the area, provide the signature of the local general government official (e.g., city manager, mayor, administrator) of the jurisdiction that will own the building, or,

If the submitter is the local general government official, provide the signature of the librarian responsible for administering library service to the area:

"I am aware of this Notice of Intent, and while recognizing that it is non-binding, I generally concur in the information provided and in the need for this proposed project."

Signature: _____ Print name: Elizabeth D. Minter

Title: Library Director Date: December 21, 1992

FOR FURTHER INFORMATION, Contact Cy Silver, Facilities Planning Consultant, Phone 916/322-0360; FAX 916/323-1870; Internet AUTO@WATER.CA.GOV; MAIL 1001 6th Street, Suite 300, Sacramento, California 95814

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* Indicates required enclosure (unless obviously Not Appropriate because of nature of project or local situation; if so, enclose explanation). Failure to enclose will result in non-acceptance of the NOI and any subsequent application. To avoid confusion on the part of reviewers, please provide a list of the enclosures, and label each enclosure to correspond with the requirement.



TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *EDM*
DATE: December 21, 1992
SUBJECT: Resignation of Library Trustee Patricia Montelongo

BACKGROUND:

Library Trustee Patricia Montelongo has notified me that she will be submitting her resignation to the Library Board on December 21, 1992. She has accepted a position teaching evening classes and will be unable to remain on the Library Board.

I have reviewed the appointment procedures with Beverly Warner of the County Elections Office and with Deputy County Counsel Sherry Christiansen.

The Education Code Section 19426 stipulates that a vacancy in the library board of trustees [for a special district library] shall be filled for the unexpired term by the appointment of the supervising board of supervisors. The Education Code chapter for Library Districts is Attachment A.

The District's Trustee Handbook (Attachment B) stipulates that for vacancies of unexpired terms a Notice of Vacancy is announced to the local newspapers and posted in three conspicuous locations. Applications are available at the library director's office. The Library Board will screen all applications and make an appointment. The Orange County Board of Supervisors will be informed of the appointment. This is in compliance with Government Code Section 1780 which is Attachment C.

There was a lawsuit several years ago involving the Monterey Park Library in which the Count of Appeals upheld a lower Court ruling that the Education Code takes precedence over the Government Code as it relates to libraries. However, it was the opinion of both the Ms. Warner and Ms. Christiansen that the District should use the provisions of the Government Code since it is what they had used it the past and since it specifically addresses an elected board.

The Board has sixty days to complete the vacancy filling process.

The Application used by the District in the past is Attachment D.

The Interview Evaluation form used by the District in the past is Attachment E.

Dismiss / Schedule

RECOMMENDATION:

1. Accept resignation of Patricia Montelongo effective December ²⁸~~21~~, 1992.
2. Approve publication and posting of the open position with an application deadline of January ~~22~~¹⁴, 1992.
Thu
3. Review application form and interview evaluation form and adopt as revised.
at 9:00 AM
4. Set date for applicant interviews.
*Set Jan 16
8:00 AM*

§ 19334

GENERAL PROVISIONS

CHAPTER 8

Library Districts

Article

1. Formation, Annexation, Dissolution. §§ 19400-19407
2. Trustees. §§ 19420-19432
3. Powers. §§ 19460-19483
4. Claims. § 19500
5. Biennial Election of Trustees. §§ 19510-19515
6. Bonds. §§ 19520-19532

Cross References:

County School Service Fund, provision of library services: § 1770.
 Conservation education library: § 8730.
 Federal programs for libraries: § 12130.

Collateral References:

Cal Jur 3d Schools §§ 140 et seq.
 Am Jur 2d (Rev) Special or Local Assessments §§ 114 et seq.
 Am Jur 2d State and Local Taxation § 59.

Forms:

Am Jur Legal Forms 2d, Schools § 55:62.

ARTICLE 1

Formation, Annexation, Dissolution

[Title 1, General Education Code Provisions—Division 1, General Education Code Provisions—Part 11, Libraries—Chapter 8, Library Districts—Article 1, Formation, Annexation, Dissolution; Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977.]

- § 19400. Organization and powers of district
- § 19401. Territory includable in district
- § 19402. Petition to form district
- § 19403. Qualifications of signers and number required
- § 19404. Proceedings for filing and hearing
- § 19405. Proceedings for final hearing
- § 19406. Written protests
- § 19407. Organization of districts in more than one county

§ 19400. Organization and powers of district

A library district may be organized, as provided in this chapter. The library district may establish, equip, and maintain a public library for the dissemination of knowledge of the arts, sciences, and general literature and may exercise the powers granted or necessarily implied pursuant to this chapter.

Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977.

Collateral References:

Cal Jur 3d Schools § 140.

§ 19401. Territory includable in district

The library district may include incorporated or unincorporated territory, or both, in any one

or more counties, so long as the territory of no city is divided.
 Enacted Stats 1976 ch 1010 § 2.

§ 19402. Petition to form district
 Whenever the formation of a district requires the filing of a number of instruments, the county in which is proposed district as shown on the petition shall specify whether the proposed district shall be governed by library trustees or by a committee of the board of supervisors to whom the petition is presented.
 Enacted Stats 1976 ch 1010 § 2.

Amendments:

1982 Amendment: Added

Cross References:

Increase in number of seats on board of supervisors.
 Procedure on petition or request.

§ 19403. Qualifications of signers
 The petition shall be signed by a number of persons equal in number to at least one-third of the voters in the proposed district at the time of the election.
 Enacted Stats 1976 ch 1010 § 2.

§ 19404. Proceedings for filing and hearing
 The proceedings for the filing and hearing of a petition for the formation of a district shall be conducted in accordance with the provisions of Sections 58103 and 58104 of the Code of Civil Procedure.
 Enacted Stats 1976 ch 1010 § 2.

§ 19405. Proceedings for final hearing
 The proceedings for final hearing on a petition for the formation of a district shall be conducted in accordance with Article 5 (commencing with Section 58103) of Chapter 1 of Title 6 of the Code of Civil Procedure.
 Enacted Stats 1976 ch 1010 § 2.

§ 19406. Written protests
 On the filing of written protests against the formation of a district, the number of signatures on the petition shall be increased to at least 50 per cent of the number of signatures on the proposed district at the time of the filing of the petition. The provisions of Sections 58103 and 58104 of the Code of Civil Procedure shall apply to the proceedings for the formation of a district.
 Enacted Stats 1976 ch 1010 § 2.

§ 19407. Organization of districts in more than one county
 No library district shall be organized in more than one county without the consent of the board of supervisors of each county as well as the consent of the voters of each county.
 Enacted Stats 1976 ch 1010 § 2.

or more counties, so long as the territory of the district consists of contiguous parcels and the territory of no city is divided.

Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977.

§ 19402. Petition to form district

Whenever the formation of a library district is desired, a petition which may consist of any number of instruments, may be presented at a regular meeting of the board of supervisors of the county in which is located the largest proportionate value of the lands within the proposed district as shown by the last equalized county assessment roll. The petition shall specify whether the proposed library district shall be governed by a three-member board of library trustees or by a five-member board of library trustees. The board of supervisors to whom the petition is presented is designated in this chapter as the supervising board of supervisors.

Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977. Amended Stats 1982 ch 354 § 1.

Amendments:

1982 Amendment: Added the second sentence.

Cross References:

Increase in number of seats on board: § 19431.

Procedure on petition or resolution to increase seats on board: § 19432.

§ 19403. Qualifications of signers and number required

The petition shall be signed by registered voters residing within the proposed library district equal in number to at least 5 percent of the number of votes cast in the territory comprising the proposed district at the last preceding general state election at which a Governor was elected.

Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977.

§ 19404. Proceedings for filing and hearing

The proceedings for the filing and hearing of the petition are governed and controlled by the provisions of Sections 58032, 58033, 58034, 58060, and 58061 of the Government Code.

Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977.

§ 19405. Proceedings for final hearing

The proceedings for final hearing of the petition and the formation of the district are governed and controlled by the provisions of Article 4 (commencing with Section 58090), Article 5 (commencing with Section 58130), and Article 7 (commencing with Section 58200) of Chapter 1 of Title 6 of the Government Code.

Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977.

§ 19406. Written protests

On the filing of written protests by registered voters residing in the proposed district equal in number to at least 50 percent of the number of votes cast in the territory comprising the proposed district at the last preceding general state election at which a Governor was elected, the proceeding for the formation of the district shall be terminated as provided in Sections 58103 and 58104 of the Government Code.

Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977.

§ 19407. Organization of districts in more than one county

No library district including territory in more than one county shall be organized under this chapter without the concurrent consent by resolution of each board of supervisors involved, as well as the consent of the governing body of each city to be included.

Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977.

e Provisions—Part 11, Libraries—
Enacted Stats 1976 ch 1010 § 2,

r. The library district may
on of knowledge of the arts,
nted or necessarily implied

territory, or both, in any one

continue until his successor in office is duly elected in such election.”; and (3) deleted the former second paragraph which read: “For purposes of implementing the changes in the dates of election and in the dates of the commencement and termination of the terms of office of the trustees effected by the Legislature at the 1975-76 Regular Session, trustees whose terms are expiring in January 1977, shall continue to serve in the offices involved until March 31, 1977. For such purposes, also, the term of office of any trustee otherwise expiring under the prior law after March 31, 1977, shall expire on March 31, 1977. All of the offices shall be filled by election conducted pursuant to Section 19510 in 1977. Thereafter, the newly elected trustees shall classify themselves, in the manner specified in Section 19423.”

§ 19423. Classification of members of first board

The first board of library trustees appointed or elected in a district shall at their first meeting so classify themselves by lot that their terms shall expire:

(a) For three-member boards, one on the last Friday in November of the first odd-numbered calendar year next succeeding his or her appointment or election, and two on the last Friday in November of the second succeeding odd-numbered calendar year.

(b) For five-member boards, two on the last Friday in November of the first odd-numbered calendar year next succeeding his or her appointment or election, and three on the last Friday in November of the second succeeding odd-numbered calendar year.

Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977. Amended Stats 1977 ch 36 § 76, effective April 29, 1977, operative April 30, 1977; Stats 1978 ch 1376 § 5; Stats 1982 ch 354 § 3; Stats 1987 ch 56 § 38.

Amendments:

1978 Amendment: Substituted “last Friday in November” for “31st day of March” wherever it appears.
1982 Amendment: Added (1) “(a) For three-member boards,”; (2) “or her” after “his”; and (3) subd (b).
1987 Amendment: Routine Code maintenance.

Cross References:

Increase in number of seats on board: § 19431.
Procedure on petition or resolution to increase seats on board: § 19432.

§ 19424. Organization of board

At its first meeting called after the original appointment of the board, and annually thereafter at its first meeting called after the last Friday in November in odd-numbered years, the board shall organize by electing one of its number president, and another one of its number secretary. They shall serve as such for one year or until their successors are elected and qualified.

Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977. Amended Stats 1977 ch 36 § 77, effective April 29, 1977, operative April 30, 1977; Stats 1978 ch 1376 § 6.

Amendments:

1978 Amendment: Substituted “last Friday in November” for “first day of April”.

§ 19425. Record of proceedings and filing of certificate of establishment

The board shall cause a proper record of its proceedings to be kept, and at the first meeting of the board of trustees of the library district, it shall immediately cause to be made out and filed with the State Librarian a certificate showing that the library district has been established, with the date thereof, the names of the trustees, and the officers of the board chosen for the current fiscal year.

Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977. Amended Stats 1987 ch 1452 § 125.

Amendments:

1987 Amendment: Substituted “State Librarian” for “Department of Education at Sacramento”.

§ 19426. Vacancies

A vacancy in the board of library trustees shall be filled for the unexpired term by appointment of the supervising board of supervisors.

Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977.

§ 19427

GENERAL PROVISIONS

§ 19427. Holding office until successor is elected and qualified

Each library trustee shall hold office until his successor is elected and qualified.

Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977.

§ 19428. Monthly meetings

The board of library trustees shall meet at least once a month, at such time and place as it may fix by resolution.

Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977.

§ 19429. Special meetings

Special meetings may be called at any time, as follows:

(a) A special meeting of a three-member board of library trustees may be called by two trustees, by written notices served upon each member at least 12 hours before the time specified for the meeting.

(b) A special meeting of a five-member board of library trustees may be called by three trustees, by written notices served upon each member at least 12 hours before the time specified for the meeting.

Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977. Amended Stats 1982 ch 354 § 4.

Amendments:

1982 Amendment: (1) Divided the former section into the introductory clause and subd (a) by adding ", as follows: (a) A special meeting of a three-member board of library trustee may be called"; and (2) added subd (b).

§ 19430. Quorum

(a) For three-member boards, two members constitute a quorum for the transaction of business.

(b) For five-member boards, three members constitute a quorum for the transaction of business.

Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977. Amended Stats 1982 ch 354 § 5.

Amendments:

1982 Amendment: Added (1) "(a) For three-member boards,"; and (2) subd (b).

§ 19431. Increase in number of seats on board

A proposal to increase the number of seats on the board of library trustees from three to five may be initiated in either of the following alternative ways:

(a) By a petition signed by registered voters residing within the library district equal in number to at least 5 percent of the total number of votes cast in the library district at the last preceding general state election at which a Governor was elected, and filed with the supervising board of supervisors of the library district.

(b) By a resolution adopted by the board of trustees and filed with the supervising board of supervisors.

Added Stats 1982 ch 354 § 6.

§ 19432. Public hearing on petition or resolution to increase seats on board

(a) The supervising board of supervisors, at its option, may conduct a public hearing on a petition or resolution filed pursuant to Section 19431. Notice of the hearing shall be published pursuant to Sections 6060 and 6061. At the hearing, any interested person shall be given an opportunity to present his or her views on the proposal. At the conclusion of the hearing, the supervising board of supervisors may increase the board of library trustees to a five member board.

(b) If the board of library trustees is increased from three to five members, the supervising

board of supervisors s
the trustees shall clas
subdivision (b) of Sect
Added Stats 1982 ch 354 §

[Title 1, General Education
Chapter 8, Library Dist

§ 19460. Rules, regulatio
§ 19461. Administration
§ 19462. Officers and em
§ 19463. Purchase of per
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§ 19469. Hours open for
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§ 19471. Levy of special
§ 19472. Maximum rate
§ 19473. Library district
§ 19474. Taxes in district
§ 19475. Deposit of mon
§ 19476. Safety, preserva
§ 19477. Warrants
§ 19478. Nonpayment fo
§ 19479. Library free to i
§ 19480. Title to property
§ 19481. Designation of c
§ 19482. Contracts with c
§ 19483. Property liable t

§ 19460. Rules, regulati
The board of library
necessary for the adm
management, and all pr
Enacted Stats 1976 ch 1010 §

§ 19461. Administration
The board of library tr
and received by gift, de
this state or elsewhere,
benefit of the library.
Enacted Stats 1976 ch 1010 §

§ 19462. Officers and en
The board of library tru
and other officers and

LIBRARIES

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board of supervisors shall appoint the two additional trustees from the district at large, and the trustees shall classify themselves by lot so that their terms shall expire as provided in subdivision (b) of Section 19423.

Added Stats 1982 ch 354 § 7.

ARTICLE 3

Powers

[Title 1, General Education Code Provisions—Division 1, General Education Code Provisions—Part 11, Libraries—Chapter 8, Library Districts—Article 3, Powers; Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977.]

- § 19460. Rules, regulations, and bylaws
- § 19461. Administration of trust; Receipt holding and disposal of property
- § 19462. Officers and employees
- § 19463. Purchase of personal property
- § 19464. Purchase of real property and erection or rental and equipment of buildings or rooms
- § 19465. State publications
- § 19466. Borrowing from, lending to, and exchanging with other libraries; Nonresident borrowing
- § 19467. Incidental powers of board
- § 19468. Annual report to State Librarian
- § 19469. Hours open for public use
- § 19470. Annual estimate of costs
- § 19471. Levy of special tax
- § 19472. Maximum rate of tax
- § 19473. Library district fund
- § 19474. Taxes in districts in more than one county
- § 19475. Deposit of money to credit of library fund
- § 19476. Safety, preservation, and application of fund not payable into treasury
- § 19477. Warrants
- § 19478. Nonpayment for want of funds
- § 19479. Library free to inhabitants; Violation of rules, regulations, and bylaws
- § 19480. Title to property
- § 19481. Designation of district
- § 19482. Contracts with other libraries
- § 19483. Property liable to taxation for county free library

§ 19460. Rules, regulations, and bylaws

The board of library trustees shall make and enforce all rules, regulations, and bylaws necessary for the administration, government, and protection of the library under its management, and all property belonging to the district.

Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977.

§ 19461. Administration of trust; Receipt holding and disposal of property

The board of library trustees shall administer any trust declared or created for the library, and received by gift, devise, or bequest, and hold in trust or otherwise, property situated in this state or elsewhere, and where not otherwise provided, dispose of the property for the benefit of the library.

Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977.

§ 19462. Officers and employees

The board of library trustees shall prescribe the duties and powers of the librarian, secretary, and other officers and employees of the library, determine the number of and appoint all

§ 19462

GENERAL PROVISIONS

officers and employees, and fix their compensation. The officers and employees shall hold their offices and positions at the pleasure of the board.
Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977.

§ 19463. Purchase of personal property

The board of library trustees shall purchase necessary books, journals, publications, and other personal property.
Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977.

§ 19464. Purchase of real property and erection or rental and equipment of buildings or rooms

The board of library trustees shall purchase real property, and erect or rent and equip, such buildings or rooms, as in its judgment are necessary properly to carry out the provisions of this chapter.
Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977.

§ 19465. State publications

The board of library trustees shall require the Secretary of State and other state officials to furnish the library with copies of any and all reports, laws, and other publications of the state not otherwise disposed of by law.
Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977.

§ 19466. Borrowing from, lending to, and exchanging with other libraries; Nonresident borrowing

The board of library trustees shall borrow books from, lend books to, and exchange books with other libraries, and may allow nonresidents of the district to borrow books upon such conditions as the board may prescribe.
Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977.

§ 19467. Incidental powers of board

The board of library trustees shall borrow money, give security therefor, purchase on contract, and do and perform any and all other acts and things necessary or proper to carry out the provisions of this chapter.
Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977.

§ 19468. Annual report to State Librarian

The board of library trustees shall file, through the librarian, on or before the last day of August of each year, a report with the State Librarian at Sacramento giving the condition of its library and the number of volumes contained therein on the 30th day of June preceding. The report shall, in addition to other matters deemed expedient by the board of trustees or the district librarian, contain such statistical and other information as is deemed desirable by the State Librarian. For this purpose the State Librarian may send to the several district librarians instructions or question blanks so as to obtain the material for a comparative study of library conditions in the state.
Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977.

§ 19469. Hours open for public use

The board of library trustees shall designate the hours during which the library shall be open for the use of the public.
Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977. Amended Stats 1982 ch 354 § 8.

Amendments:
1982 Amendment: Del
this chapter shall be

§ 19470. Annual estimate
Annually, at least 15
the board of library tr
the county in which t
amount of money ne
ensuing fiscal year.
Enacted Stats 1976 ch 1010

§ 19471. Levy of special tax
Each board of supervi
special tax upon all
amount to maintain th
Enacted Stats 1976 ch 1010

§ 19472. Maximum rate of tax
The tax shall in no ca
(\$100) of the assessed
addition to all other ta
Enacted Stats 1976 ch 1010

§ 19473. Library district
The tax shall be comp
county taxes are comp
county treasury to the
the order of the distric
Enacted Stats 1976 ch 1010

§ 19474. Taxes in district
If the district embrac
be ratably apportioned
value of the property
last equalized assessm
counties shall be rend
and collected by the c
county.
Enacted Stats 1976 ch 1010

§ 19475. Deposit of money
All money acquired by
be paid into the count
to the order of the libr
Enacted Stats 1976 ch 1010

§ 19476. Safety, preservation
If the payment into
devise, or bequest, the
the fund, and the app
and conditions of the
Enacted Stats 1976 ch 1010

LIBRARIES

§ 1947

Amendments:

1982 Amendment: Deleted the former second sentence which read: "All public libraries established under this chapter shall be open for the use of the public during every day in the year."

§ 19470. Annual estimate of costs

Annually, at least 15 days before the first day of the month in which county taxes are levied, the board of library trustees of each library district shall furnish to the board of supervisors of the county in which the district or any part thereof is situated, an estimate in writing of the amount of money necessary for all purposes required under this chapter during the next ensuing fiscal year.

Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977.

§ 19471. Levy of special tax

Each board of supervisors in which any part of the district is situated shall thereupon levy a special tax upon all taxable property of the county lying within the district sufficient in amount to maintain the district.

Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977.

§ 19472. Maximum rate of tax

The tax shall in no case exceed the rate of fifteen cents (\$0.15) on each one hundred dollars (\$100) of the assessed valuation of all taxable property within the district, but it may be in addition to all other taxes allowed by law to be levied upon the property.

Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977.

§ 19473. Library district fund

The tax shall be computed, entered upon the tax rolls, and collected in the same manner as county taxes are computed, entered, and collected. All money collected shall be paid into the county treasury to the credit of the particular library district fund and shall be paid out in the order of the district board, signed by the president and secretary.

Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977.

§ 19474. Taxes in districts in more than one county

If the district embraces territory lying in more than one county, the amount estimated shall be ratably apportioned among the several counties in the district in proportion to the exact value of the property in the several counties included within the district as shown upon the last equalized assessment rolls of the counties. The estimates apportioned to the several counties shall be rendered to the respective boards of supervisors, and the tax shall be levied and collected by the officials of the counties upon the property of the district lying in each county.

Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977.

§ 19475. Deposit of money to credit of library fund

All money acquired by gift, devise, bequest, or otherwise, for the purposes of the library, shall be paid into the county treasury to the credit of the library fund of the district, subject only to the order of the library trustees of the district.

Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977.

§ 19476. Safety, preservation, and application of fund not payable into treasury

If the payment into the treasury is inconsistent with the terms or conditions of any gift, devise, or bequest, the board of library trustees shall provide for the safety and preservation of the fund, and the application thereof to the use of the library, in accordance with the terms and conditions of the gift, devise, or bequest.

Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977.

§ 19477

GENERAL PROVISIONS

§ 19477. Warrants

Upon the receipt by the county auditor of an order of the library trustees of the district, he shall issue his warrant upon the county treasurer for the amount stated in the order.

Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977.

Cross References:

- County auditor: Gov C §§ 26900 et seq.
- County treasurer: Gov C §§ 27000 et seq.
- County auditor's issuance of warrants: Gov C § 29742.
- County warrants: Gov C §§ 29800 et seq.

§ 19478. Nonpayment for want of funds

When any warrant is presented to the treasurer for payment and it is not paid for want of funds, the treasurer shall endorse thereon "not paid for want of funds" with the date of presentation and sign his name thereto, and from that time the warrant bears interest at the rate of 6 percent per annum until it is paid or until funds are available for its payment and the county treasurer gives notice to the warrant holder that funds are available for the payment. The giving of the notice is deemed complete upon deposit thereof in the United States mail in a sealed envelope addressed to the warrant holder at his address given by him at the time of presentation of the warrant to the treasurer, with postage thereon fully prepaid and registered.

Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977.

§ 19479. Library free to inhabitants; Violation of rules, regulations, and bylaws

Every library established under this chapter shall be forever free to the inhabitants and nonresident taxpayers of the library district, subject always to such rules, regulations, and bylaws as may be made by the board of library trustees. For violation of any rule, regulation, or bylaw a person may be fined or excluded from the privileges of the library.

Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977.

§ 19480. Title to property

The title to all property acquired for the purposes of the library, when not inconsistent with the terms of its acquisition, or not otherwise designated, vests in the district in which the library is or is to be situated.

Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977.

§ 19481. Designation of district

Every library district shall be designated by the name and style of _____ Library District (using the name of the district) of _____ County (using the name of the county or counties in which the district is situated). In that name the trustees may sue and be sued, and may hold and convey property for the use and benefit of the district. A number shall not be used as a part of the designation of any library district.

Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977.

§ 19482. Contracts with other libraries

The board of library trustees and the boards of trustees of neighboring library districts, or the governing bodies of neighboring cities, or boards of supervisors of counties in which public libraries are situated, may contract to lend the books of libraries created under this chapter to residents of the counties, neighboring cities, or library districts, upon a reasonable compensation to be paid by the counties, neighboring cities, or library districts.

Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977.

§ 19483. Property liable to taxation for county free library

Anything in Sections 19100 to 19179, inclusive, to the contrary, notwithstanding, the property

in any library district or free library is subject to had not been created.

Enacted Stats 1976 ch 1010 § 2

[Title 1, General Education Code
Chapter 8, Library Districts

§ 19500. Claims for money

All claims for money or with Section 900) and Pa Government Code except applicable thereto.

Enacted Stats 1976 ch 1010 § 2

Collateral References:

Am Jur 2d Municipal Corp

[Title 1, General Education Code
Chapter 8, Library Districts—
April 30, 1977. The heading

§ 19510. Biennial election

§ 19511. Electors qualified

§§ 19512, 19513. [Repealed]

§ 19514. Appointment of n

§ 19515. Provisions govern

Collateral References:

Cal Jur 3d Schools § 140.

§ 19510. Biennial election

An election shall be held

library trustees who shall

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school district election as

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Enacted Stats 1976 ch 1010 § 2

operative April 30, 1977; Stats 1

Amendments:

1978 Amendment: Substitut

§ 19511. Electors qualifie

To be qualified to vote a

the library district, at leas

Enacted Stats 1976 ch 1010 § 2

operative April 30, 1977; Stats 1

LIBRARIES

§ 1957

in any library district created under this chapter subsequent to the establishment of a county free library is subject to taxation for county free library purposes as though the library district had not been created.

Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977.

ARTICLE 4

Claims

[Title 1, General Education Code Provisions—Division 1, General Education Code Provisions—Part 11, Libraries—Chapter 8, Library Districts—Article 4, Claims; Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977.]

§ 19500. Claims for money or damages

All claims for money or damages against the district are governed by Part 3 (commencing with Section 900) and Part 4 (commencing with Section 940) of Division 3.6 of Title 1 of the Government Code except as provided therein, or by other statutes or regulations expressly applicable thereto.

Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977.

Collateral References:

Am Jur 2d Municipal Corporations, Counties, and Other Political Subdivisions §§ 680 et seq.

ARTICLE 5

Biennial Election of Trustees

[Title 1, General Education Code Provisions—Division 1, General Education Code Provisions—Part 11, Libraries—Chapter 8, Library Districts—Article 5, Biennial Election of Trustees; Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977. The heading of Article 5 was amended Stats 1977 ch 36 § 77.5, effective April 29, 1977, operative April 30, 1977.]

§ 19510. Biennial election of trustees

§ 19511. Electors qualified to vote

§§ 19512, 19513. [Repealed]

§ 19514. Appointment of nominee, or any qualified voter if no person nominated

§ 19515. Provisions governing notices and elections

Collateral References:

Cal Jur 3d Schools § 140.

§ 19510. Biennial election of trustees

An election shall be held biennially in each library district for the election of one or more library trustees who shall hold office for four years beginning on the last Friday in November next succeeding his election. This election shall be held in the district on the same day as the school district election as specified in Section 5000 in the odd-numbered years. Trustees shall be nominated in the manner prescribed in Section 5012.

Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977. Amended Stats 1977 ch 36 § 78, effective April 29, 1977, operative April 30, 1977; Stats 1978 ch 1376 § 7.

Amendments:

1978 Amendment: Substituted "last Friday in November" for "first day of April".

§ 19511. Electors qualified to vote

To be qualified to vote at any library district election a person shall be registered to vote in the library district, at least 29 days before the election.

Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977. Amended Stats 1977 ch 36 § 79, effective April 29, 1977, operative April 30, 1977; Stats 1978 ch 1376 § 8.

§ 19511

GENERAL PROVISIONS

Amendments:

1978 Amendment: Substituted the section for the former section which read: "To be qualified to vote at any library district election a person shall be a resident of the library district, a qualified elector of the county, and shall be registered in the district in which the election is held at least 30 days before the election."

§ 19512. [Section repealed 1979.]

Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977. Amended Stats 1977 ch 36 § 80, effective April 29, 1977, operative April 30, 1977. Repealed Stats 1979 ch 334 § 13, effective July 27, 1979. The repealed section related to conditions for dispensing with elections.

§ 19513. [Section repealed 1979.]

Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977. Repealed Stats 1979 ch 334 § 14, effective July 27, 1979. The repealed section related to publication stating appointment of nominee instead of calling election.

§ 19514. Appointment of nominee, or any qualified voter if no person nominated

If pursuant to Section 5327 a district election is not held, the board of supervisors of the county in which the district, or the largest part thereof in area, is situated shall at its next regular meeting appoint to the positions of trustee those persons nominated, and such persons shall qualify, take office, and serve exactly as if elected at a general district election. If no person has been nominated, the board of supervisors shall appoint any qualified voter of the district to the position.

Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977. Amended Stats 1979 ch 334 § 15, effective July 27, 1979.

Amendments:

1979 Amendment: Substituted "Section 5327" for "Section 19512".

§ 19515. Provisions governing notices and elections

Except as otherwise provided in this article, Chapter 3 (commencing with Section 5300) of Part 4 of this division shall govern and control the conduct of elections pursuant to this chapter.

Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977. Amended Stats 1977 ch 36 § 81, effective April 29, 1977, operative April 30, 1977.

ARTICLE 6

Bonds

[Title 1, General Education Code Provisions—Division 1, General Education Code Provisions—Part 11, Libraries—Chapter 8, Library Districts—Article 6, Bonds; Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977.]

- § 19520. Calling election and submission of questions as to issuance and sale of bonds
- § 19521. Bond election
- § 19522. Contents of resolution calling election
- § 19523. [Repealed]
- § 19524. Favorable vote
- § 19525. Limitation on total amount of bonds issued
- § 19526. Form and term of bonds
- § 19527. Maximum interest and sale price of bonds; Proceeds of sale
- § 19528. Tax levy for interest and redemption
- § 19529. Deposit and use of money collected
- § 19530. Petition for withdrawal and cancellation of unsold bonds
- § 19531. Notice of hearing on petition
- § 19532. Hearing and order for cancellation

Cross References:

Qualified electors: Const Art II §§ 1, 3; Elec C § 100.
Voters: Const Art II §§ 1, 3; Elec C §§ 18, 45.

Collateral References:
Cal Jur 3d Schools § 140.
Am Jur 2d Public Security

§ 19520. Calling election

The board of trustees of the district, if it appears to be advisable, and shall, upon the request of the board of supervisors of the district, call an election to issue the bonds of the district and shall determine all of the following:

- (a) The purchase of suitable property
- (b) Procuring plans and specifications
- (c) Furnishing and equipment for the accommodation of the public
- (d) Any or all of the purposes of the district
- (e) Liquidating any indebtedness of the district
- (f) Refunding any outstanding bonds of the district.

Enacted Stats 1976 ch 1010 § 2

§ 19521. Bond election

The bond election shall be held and declared in the manner provided in this division.

Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977.

§ 19522. Contents of resolution

The board of trustees shall determine the amount and denomination of the part of the bonds are to be issued.

Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977.

§ 19523. [Section repealed]

Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977. Related to method of voting.

§ 19524. Favorable vote

If it appears that two-thirds of the board of supervisors of the district, in the number of votes cast, shall be named on the bonds.

The money for the redemption of the bonds shall be raised by taxation upon the district.

Enacted Stats 1976 ch 1010 § 2

Amendments:

1987 Amendment: Deleted the seventh day after the

§ 19525. Limitation on total amount of bonds

The total amount of bonds issued shall not exceed the amount of the bonds of the district which are to be redeemed.

LIBRARIES

§ 19525

Collateral References:

Cal Jur 3d Schools § 140.

Am Jur 2d Public Securities and Obligations §§ 131 et seq.

to be qualified to vote at any qualified elector of the county, days before the election."

36 § 80, effective April 29, 1977,
The repealed section related to

334 § 14, effective July 27, 1979,
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334 § 15, effective July 27, 1979.

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h 36 § 81, effective April 29, 1977,

le Provisions—Part 11, Libraries—
§ 2, operative April 30, 1977.]

l sale of bonds

§ 19520. Calling election and submission of questions as to issuance and sale of bonds

The board of trustees of any library district may, when in their judgment it is deemed advisable, and shall, upon a petition of 50 or more taxpayers and residents of the library district, call an election and submit to the electors of the district, the proposition of whether the bonds of the district will be issued and sold for the purpose of raising money for any or all of the following:

- (a) The purchase of suitable lots.
- (b) Procuring plans and specifications and erecting a suitable building.
- (c) Furnishing and equipping the building and fencing and ornamenting the grounds, for the accommodation of the public library.
- (d) Any or all of the purposes of this chapter.
- (e) Liquidating any indebtedness incurred for the purposes.
- (f) Refunding any outstanding valid indebtedness, evidenced by bonds or warrants of the district.

Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977.

§ 19521. Bond election

The bond election shall be called and conducted and the results thereof canvassed, returned, and declared in the manner provided in Chapter 3 (commencing with Section 5300) of Part 4 of this division.

Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977. Amended Stats 1977 ch 36 § 82, effective April 29, 1977, operative April 30, 1977.

§ 19522. Contents of resolution calling election

The board of trustees shall set forth in the resolution calling for a bond election the amount and denomination of the bonds, the rate of interest, and the number of years that all or part of the bonds are to run.

Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977. Amended Stats 1977 ch 36 § 83, effective April 29, 1977, operative April 30, 1977.

§ 19523. [Section repealed 1987.]

Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977. Repealed Stats 1987 ch 1452 § 126. The repealed section related to method of voting.

§ 19524. Favorable vote

If it appears that two-thirds of the votes cast at the election were cast in favor of issuing the bonds, the board shall enter the fact upon its minutes and shall certify all the proceedings to the supervising board of supervisors. Thereupon the board of supervisors shall issue the bonds of the district, in the number and amount provided in the proceedings, and the district shall be named on the bonds. The bonds shall be paid out of the building fund of the district.

The money for the redemption of the bonds and the payment of interest thereon shall be raised by taxation upon the taxable property in the district.

Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977. Amended Stats 1987 ch 1452 § 127.

Amendments:

1987 Amendment: Deleted the former first sentence which read: "The board of library trustees shall meet on the seventh day after the election, at 8 o'clock p.m., and canvass the returns."

§ 19525. Limitation on total amount of bonds issued

The total amount of bonds issued shall not exceed 5 percent of the assessed value of the

§ 19525

GENERAL PROVISIONS

property of the district, prior to the 1980-81 fiscal year and shall not exceed 1.25 percent of the assessed value of the district beginning after the 1981-82 fiscal year, as shown by the last equalized assessment roll of the county or counties in which the district is situated.

Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977. Amended Stats 1980 ch 1208 § 30.

Amendments:

1980 Amendment: Substituted the section for the former section which read: "The total amount of bonds issued shall not exceed 5 percent of the taxable property of the district, as shown by the last equalized assessment roll of the county or counties in which the district is situated."

§ 19526. Form and term of bonds

The supervising board of supervisors by an order entered upon its minutes shall prescribe the form of the bonds and of the interest coupons attached thereto, and shall fix the time when the whole or any part of the principal of the bonds shall be payable, which shall not be more than 40 years from the date thereof.

Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977.

§ 19527. Maximum interest and sale price of bonds; Proceeds of sale

The bonds shall not bear a greater amount of interest than 6 percent, to be payable annually or semiannually. The bonds shall be sold in the manner prescribed by the board of supervisors, but for not less than par, and the proceeds of the sale thereof shall be deposited in the county treasury to the credit of the building fund of the library district, and shall be drawn out for the purposes for which the bonds were issued as other library money is drawn out.

Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977.

§ 19528. Tax levy for interest and redemption

The board of supervisors of each county in which any part of the district is situated, at the time of making the levy of taxes for county purposes, shall levy a tax for that year upon the taxable property in the district, at the equalized assessed value thereof for that year, for the interest and redemption of the bonds. The tax shall not be less than sufficient to pay the interest of the bonds for that year, and such portion of the principal as is to become due during the year. In any event the tax shall be high enough to raise, annually, for the first half of the term the bonds are to run, a sufficient sum to pay the interest thereon, and during the balance of the term, high enough to pay the annual interest and to pay, annually, a proportion of the principal of the bonds equal to a sum produced by taking the whole amount of the bonds outstanding and dividing it by the number of years the bonds then have to run.

Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977.

§ 19529. Deposit and use of money collected

All money levied, when collected, shall be paid into the county treasury to the credit of the library district, and shall be used for the payment of principal and interest on the bonds, and for no other purpose. The principal and interest on the bonds shall be paid by the county treasurer, upon the warrant of the county auditor, out of the fund provided therefor. The county auditor shall cancel and file with the county treasurer the bonds and coupons as rapidly as they are paid.

Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977.

§ 19530. Petition for withdrawal and cancellation of unsold bonds

Whenever any bonds issued under this article remain unsold for the period of six months after having been offered for sale in the manner prescribed by the supervising board of supervisors, the board of trustees of the library district for or on account of which the bonds were issued, or of any library district composed wholly or partly of territory which, at the time of holding the election authorizing the issuance of the bonds, was embraced within the

district for or on account of supervisors to cause
Enacted Stats 1976 ch 1010 §

§ 19531. Notice of hearing

Upon receiving the petition the supervising board of supervisors more than 30 days thereafter and the object of the petition
Enacted Stats 1976 ch 1010 §

§ 19532. Hearing and order

At the time and place of the hearing and at the time to which the hearing is adjourned, the reasons that are submitted in support of the petition, the best interests of the district, if the petition is canceled, they shall make provision for the unsold bonds be canceled to be issued, shall cease to be issued.
Enacted Stats 1976 ch 1010 §

Library Districts

[Title 1, General Education Code, Chapter 9, Library Districts and Libraries, operative April 30, 1977]

Article

1. Formation. §§ 19600-19601
2. Powers. §§ 19640-19641
- 2.5. Museums. §§ 19670-19671
3. Claims. § 19690
4. Biennial Election of Trustees. § 19700
5. Bonds. §§ 19720-19721

Cross References:

County School Service Fund
Conservation education libraries
Federal programs for libraries

Collateral References:

Cal Jur 3d Schools § 140

Forms:

Am Jur Legal Forms 2d, S

[Title 1, General Education Code, Chapter 9, Library Districts and Libraries]

- § 19600. Authority to establish
- § 19601. Petition and election
- § 19602. [Repealed]

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district for or on account of which the bonds were issued, may petition the supervising board of supervisors to cause the unsold bonds to be withdrawn from the market and canceled.
Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977.

§ 19531. Notice of hearing on petition

Upon receiving the petition, signed by a majority of the members of the board of trustees, the supervising board of supervisors shall fix a time for hearing the petition, which shall be not more than 30 days thereafter, and shall cause a notice, stating the time and place of hearing, and the object of the petition in general terms, to be published as provided in this chapter.
Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977.

§ 19532. Hearing and order for cancellation

At the time and place designated in the notice for hearing the petition, or at any subsequent time to which the hearing is postponed, the supervising board of supervisors shall hear any reasons that are submitted for or against the granting of the petition, and if they deem it for the best interests of the library district named in the petition that the unsold bonds be canceled, they shall make and enter an order in the minutes of their proceedings that the unsold bonds be canceled. Thereupon the bonds, and the vote by which they were authorized to be issued, shall cease to be of any validity whatever.
Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977.

CHAPTER 9

Library Districts and Museums in Unincorporated Towns and Villages

[Title 1, General Education Code Provisions—Division 1, General Education Code Provisions—Part 11, Libraries—Chapter 9, Library Districts and Museums in Unincorporated Towns and Villages; Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977. The heading of the chapter was amended Stats 1978 ch 988 § 1.]

Article

- 1. Formation. §§ 19600–19614
- 2. Powers. §§ 19640–19664
- 2.5. Museums. §§ 19670–19685
- 3. Claims. § 19690
- 4. Biennial Election of Trustees. §§ 19700–19702
- 5. Bonds. §§ 19720–19734

Cross References:

- County School Service Fund, provision of library services: § 1770.
- Conservation education library: § 8730.
- Federal programs for libraries: § 12130.

Collateral References:

- Cal Jur 3d Schools §§ 140 et seq.

Forms:

- Am Jur Legal Forms 2d, Schools § 55:62.

ARTICLE 1

Formation

[Title 1, General Education Code Provisions—Division 1, General Education Code Provisions—Part 11, Libraries—Chapter 9, Library Districts and Museums in Unincorporated Towns and Villages—Article 1, Formation; Enacted Stats 1976 ch 1010 § 2, operative April 30, 1977.]

- § 19600. Authority to establish, equip, and maintain library and museum
- § 19601. Petition and election for formation of a district
- § 19602. [Repealed]

VACANCIES

§ 1780

Cross References:

Filing vacancies where incumbent absent on military service: §§ 24006, 24007.

Collateral References:

Cal Jur 3d Public Officers and Employees § 93.
63 Am Jur 2d Public Officers and Employees §§ 127-129.

Attorney General's Opinions:

42 Ops Atty Gen 191 (county board as proper appointing authority to fill vacancy on governing board of harbor district).

§ 1779. Vacancy on governing board of special district; Authority of board of supervisors to fill vacancy by appointment

A vacancy on any appointed governing board of a special district shall be filled by the appointing authority within 90 days immediately subsequent to its occurrence. If no action is taken for a period of 90 days immediately subsequent to a vacancy on such a board, the board of supervisors of the county in which the larger portion of the district is located shall have authority to fill the vacancy by appointment.

Added Stats 1959 ch 1307 § 3; Amended Stats 1973 ch 934 § 3.

Amendments:

1973 Amendment: (1) Deleted "With respect to" at the beginning of the section; (2) added "appointed" in the first sentence; and (3) substituted "shall be filled by the appointing authority within 90 days immediately subsequent to its occurrence. If" for "; other than a school district, where the method of filling vacancies on the board is left to the discretion of the board members and".

Cross References:

Vacancies filled by appointment by board of supervisors: § 25304.
Vacancies filled in both municipal and justice courts: §§ 71180 et seq
Vacancy filled in office of constable: § 71603.
Disposition of justice court records in case of vacancy: § 71612.

Collateral References:

Cal Jur 3d Public Officers and Employees § 93.
63 Am Jur 2d Public Officers and Employees § 129.

§ 1780. Vacancy on governing board of special district: Filling vacancy in elective office

(a) Notwithstanding any other provision of law, a vacancy in any elective office on the governing board of a special district, other than those specified in Section 1781, shall be filled as provided in this section. The remaining district board members may fill the vacancy by appointment. The person appointed shall hold office until the next district general election that is scheduled 90 or more days after the effective date of the vacancy, unless an election is also held on the same date for the purpose of electing a director to serve a full term in the same office to which the person was appointed, in which event the person appointed to the vacancy shall fill the balance of the unexpired

§ 1780

PUBLIC OFFICERS AND EMPLOYEES

term of his predecessor. Appointments pursuant to this subdivision shall be made within a period of 60 days immediately subsequent to the effective date of such vacancy and a notice of the vacancy shall be posted in three or more conspicuous places in the district at least 15 days before the appointment is made. In lieu of making an appointment the remaining members of the board may within 60 days of the vacancy call an election to fill the vacancy. The election shall be held on the next available election date provided by Chapter 1 (commencing with Section 2500) of Division 4 of the Elections Code that is 90 or more days after the vacancy occurs.

(b) If the vacancy is not filled by the district board as specified, or if the board has not called for an election within 60 days of the vacancy, the city council of the city in which the district is wholly located, or if the district is not wholly located within a city, the board of supervisors of the county representing the larger portion of the district area in which the election to fill the vacancy will be held, may fill the vacancy within 90 days of the vacancy, or the city council or county supervisors may order the district to call an election to fill the vacancy. The election shall be held on the next available election date provided by Chapter 1 (commencing with Section 2500) of Division 4 of the Elections Code that is 90 or more days after the vacancy occurs.

(c) If within 90 days of the vacancy the remaining members of the board or the appropriate board of supervisors or city council have not filled the vacancy and no election has been called for, the district shall call an election to fill the vacancy. The election shall be held on the next available election date provided by Chapter 1 (commencing with Section 2500) of Division 4 of the Elections Code that is 90 or more days after the vacancy occurs.

(d) Persons appointed to fill a vacancy shall hold office until the next district general election and thereafter until the person elected at such election to fill the vacancy has been qualified, but persons elected to fill a vacancy shall hold office for the unexpired balance of the term of office.

Added Stats 1975 ch 1059 § 2; Amended Stats 1977 ch 189 § 1, ch 1205 § 82; Stats 1978 ch 319 § 1.

Prior Law: Former § 1780, as added by Stats 1973 ch 934 § 1, amended by Stats 1974 ch 1271 § 2.

Amendments:

1977 Amendment: (1) Substituted "Chapter 1 (commencing with Section 2500) of Division 4" for "Section 2504" in subds (a)-(c); and (2) amended subd (d) by adding (1) "and thereafter until the person elected at such election to fill the vacancy has been qualified"; and (2) "unexpired".

1978 Amendment: (1) Substituted the second of subd (a) sentence for the former

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OBTAINING POSSESSION OF OFFICE

second sentence which read: "The remaining district board members may fill the vacancy by appointment until the next district general election that is scheduled 90 or more days after the effective date of the vacancy, provided the appointment is made within a period of 60 days immediately subsequent to the effective date of such vacancy and provided a notice of the vacancy is posted in three or more conspicuous places in the district at least 15 days before the appointment is made. In lieu of making an appointment the remaining members of the board may within 60 days of the vacancy call an election to fill the vacancy."; and (2) added the third and fourth sentences.

Former Section: Former § 1780, similar to the present section, was added by Stats 1973 ch 934 § 1, amended by Stats 1974 ch 1271 § 2, and repealed by Stats 1975 ch 1059 § 1.

Note—Stats 1975 ch 1059 also provides: § 19. Notwithstanding any other provision of law, a person who is appointed prior to January 1, 1976 to fill a vacancy in the elective office on the governing board of a special district pursuant to Section 1780 of the Government Code, and who has not been elected to hold such office prior to that date, shall hold office until the next district general election.

Cross References:

Application of section to recreation and park districts: Pub Res C § 5781.12.
Vacancies on board of directors of irrigation districts elected pursuant to specified section to be filled pursuant to this section: Wat C § 21265.5.
Application of section to water conservation districts: Wat C § 74204.

Collateral References:

Cal Jur 3d Water § 939.

§ 1781. Vacancy on governing board of special district; Applicability

The provisions of Section 1780 shall not apply to a school district, a district organized pursuant to Division 6 (commencing with Section 11501) of the Public Utilities Code, or a district subject to the provisions of Chapter 5 (commencing with Section 22825) of Part 5 of Division 11 of the Water Code.

Added Stats 1975 ch 1059 § 1.5.

§ 1782. Notification that seat is vacated or abolished

Notwithstanding any other provision of the law, whenever a vacancy occurs on a state board or commission, or a seat on a board or commission is abolished by statute, the board or commission shall notify the appropriate appointing authority of this occurrence and the appropriate appointing authority shall notify the person occupying the vacated or abolished seat that the person may no longer serve on the board or commission. Except as provided in Section 1774, the person occupying the vacated or abolished seat on the board or commission shall continue to serve until notified by the appropriate appointing authority.

Added Stats 1981 ch 438 § 1.

CHAPTER 5

Obtaining Possession of Office

- § 1850. Right to possession of official books and papers
§ 1851. Refusal or neglect to deliver

INFORMATION SHEET
PLACENTIA LIBRARY DISTRICT
BOARD OF TRUSTEES

*What offer
would cause you to
bring to the board*

*Will add
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Shirley

NAME _____ PHONE _____

ADDRESS _____

OCCUPATION _____

EMPLOYER _____

BUSINESS ADDRESS _____

OCCUPATION FOR THE PAST THREE YEARS _____

YEARS RESIDENCE IN CALIFORNIA _____

CITIZEN OF UNITED STATES _____ YEARS _____

ADDRESS FOR PAST FIVE YEARS _____

I AM AT PRESENT AN INCUMBENT IN _____ PUBLIC OFFICE

I HAVE HELD _____ PUBLIC OFFICE(S)

IF APPOINTED, I WILL ACCEPT THE OFFICE AND WILL QUALIFY FOR THAT OFFICE.

DATE _____

SIGNATURE

*✓
✓
Appar dead,
Auto stat*

TRUSTEE INTERVIEW APPLICATION

EVALUATE EACH CANDIDATE ON A ONE TO TEN SCALE, TEN BEING BEST, IN EACH OF THE FOLLOWING CATEGORIES RELATING TO THE QUESTIONS ASKED.

APPLICANT _____

I. TELL OF SELF

A. Meeting Attendance _____

B. Interests _____

C. Other _____

II. LOCAL GOVERNMENT AND FUNDING

A. Experience _____

B. Knowledge of Special Districts _____

C. Funding Sources _____

D. Other _____

III. LIBRARY PLACE IN COMMUNITY

A. Continuing Education _____

B. Leisure/Culture _____

C. Free Access to Material _____

D. Services Offered _____

E. Other _____

TO: Elizabeth Minter, Library Director
FROM: Suad Ammar, Principal Librarian ~~SA~~
DATE: December 17, 1992
SUBJECT: Program Report for the month of November.

Humanities Discussion Series: This project is still pending the finalization of the Gulf Arab States project. The final report has been submitted to the California Council for the Humanities, the Council should be sending the final payment shortly, at which time the committee will be ready to submit the application for the Community project.

School visits: A group of 35 Kraemer Junior High school students visited the Library on Tuesday, December 1st. Julie Shook gave them a tour and assisted them in the use of the Catalog and in locating the materials that they needed. They were impressed by the service and wrote an appreciation note to the Library staff.

Information For Teachers: The December issues of the Library Information for Teachers (LIFT) were published and distributed to the Placentia Yorba Linda School District teachers.

The Preschool- Primary- Intermediate edition featured the Holiday schedule, Special Days, Grandparents and Books, and Kay Schneider thanked the teachers for encouraging their students to use the Library and get library card during the September promotion campaign.

The Junior High- High School edition featured the Homework Assistance program, the Assignment Alert, and spotlighted the Debate Topic collection, under the special column "Spotlight on Reference."

Services to the Visually and Physically Impaired: The Braille Institute has shipped the Library's first collection of forty talking book tapes, four special cassette tape players, and one extension lever.

The Library will receive twenty more tapes every month along with catalogs of available talking books and magazines.

The collection is now ready for circulation, and will be accessible through the catalog.

January 4th is Louis Braille's birthday, and the Braille Institute has agreed to make a display of related materials available through the month of January.

The service will be promoted in the Placentia Quarterly. Press releases, book marks, flyers and due date slips will also be prepared to publicize the service.

Libraries Change Lives: The Committee discussed an article that appeared in the October, 1992 of Wilson Library Bulletin, and would like the Library to be part of an activity that is being sponsored by ALA.

For the first time, the National Library Week theme "Libraries Change Lives". will run for two years in a row, April 18-24, 1993 and April 17-23, 1994.

A national search for those whose lives have been changed by libraries or librarians will be sponsored by ALA. Those wishing to "testify" can submit a postcard stating "how the library changed my life." those who would like to be part of a national advertising campaign may send statements in poetry, prose, rap, artwork, photos, audio or videotapes. Entries must be forwarded to ALA by May 1, 1993. Three people whose lives have been changed by libraries will be honored at the 1993 ALA Annual Conference.

Details on how the event will be handled, will be discussed in future committee meetings pending approval.

TO: Elizabeth Minter, Library Director

FROM: Melanie Daniels, ^{MO}Literacy Coordinator

DATE: December 9, 1992

SUBJECT: Placentia Library Literacy Services Report

PROGRAM STATISTICS

Active tutors: 112
Active students: 130
Inactive tutors: 37
Students waiting to be matched: 31
Percentage of tutors reporting: 65%
Tutoring hours reported: 523
Other volunteer hours reported: 110
Total reported volunteer hours: 633

→ Attendance at Chester Prog. calls follow through with phone calls. Each of field & unit / tutors

REPORTING IMPROVEMENT PROJECT

In an effort to increase the percentage of volunteers reporting their hours, the following measures have been taken:

1. Additional volunteer callers for the telephone tree have been recruited to replace inactive callers.
2. Non-reporting volunteers have been identified and the process of calling and speaking to them personally has begun.
3. An article addressing the importance of monthly reporting and cooperating with the volunteer callers was included in the November-December issue of "Placentia Reads."
4. Copies of the monthly tutor report forms were left in the tutoring areas with reminders to complete and return them before leaving the building.
5. Followup letters will be sent to non-reporting tutors not returning phone messages.

ACTIVITIES/PROGRAMS

Tutor Training Workshop Followup Meeting - Graduates of the September-October workshop met on November 5 to discuss their tutoring experiences and receive their certificates. Most are doing well; a few needed to be rematched. Most of the inactive tutors have requested that they not be rematched until after the holidays.

Literacy Bulletin Board - The current bulletin board, "Give the Gift of Literacy," focuses on tutor recruitment for the January tutor workshop.

Newsletter - The November-December issue, delayed due to illness and vacations, was distributed in early December. The January-February issue should be distributed the second week of January.

STAFFING

Two high school students are helping in the office through the JTPA/Jobs Plus Program: Yvonne Flores (late afternoons through evenings Monday-Friday) and Patty Lopez (schedule not yet set).

ROTARY CLUB DONATION

A donation of \$2,000 was requested from the Placentia Rotary Club in June to cover the costs of the literacy tutor training workshops for the current program year. At the request of Rotary Club President Bob D'Amato, a followup letter was hand delivered to him on December 2 so that the check could be issued as soon as possible. Although the exact amount of the pending donation is not available, it is believed to be approximately \$600.

NETWORK ACTIVITY

Planning continues for the Volunteer Fair that the Library is co-sponsoring with the Placentia Community Service Organization Network on February 27, 1993. A letter of invitation to local agencies has been mailed and flyer distribution begins in late December.

The Orange County Literacy Network held its annual meeting on November 12. PLLS was honored with a community award for literacy services for its involvement with the development of OCLN and commitment to the master calendar project.

UPCOMING ACTIVITIES

The annual PLLS holiday party will be held in the Library on Sunday, December 6 from 2 to 4pm.

Beginning December 8, Bob Osborn will provide computer assistance to tutors and students on Tuesday evenings.

Evelyn Renner will present "Techniques for ESL Small Group Tutors" as the next offering in PLLS' Continuing Education for Tutors Series. It will be held Saturday, January 16, from 1 to 4pm.

PLLS Tutor and Student Support Groups will hold a joint meeting on Monday, January 18, from 6 to 8pm.

The next tutor training workshop will begin on Thursday, January 21 and will meet from 6 to 9pm.

TO: Elizabeth Minter

FROM: ^{dy}Gwen Joseph, Families for Literacy Coordinator

SUBJECT: Family Literacy Project Report

Date: December 1, 1992

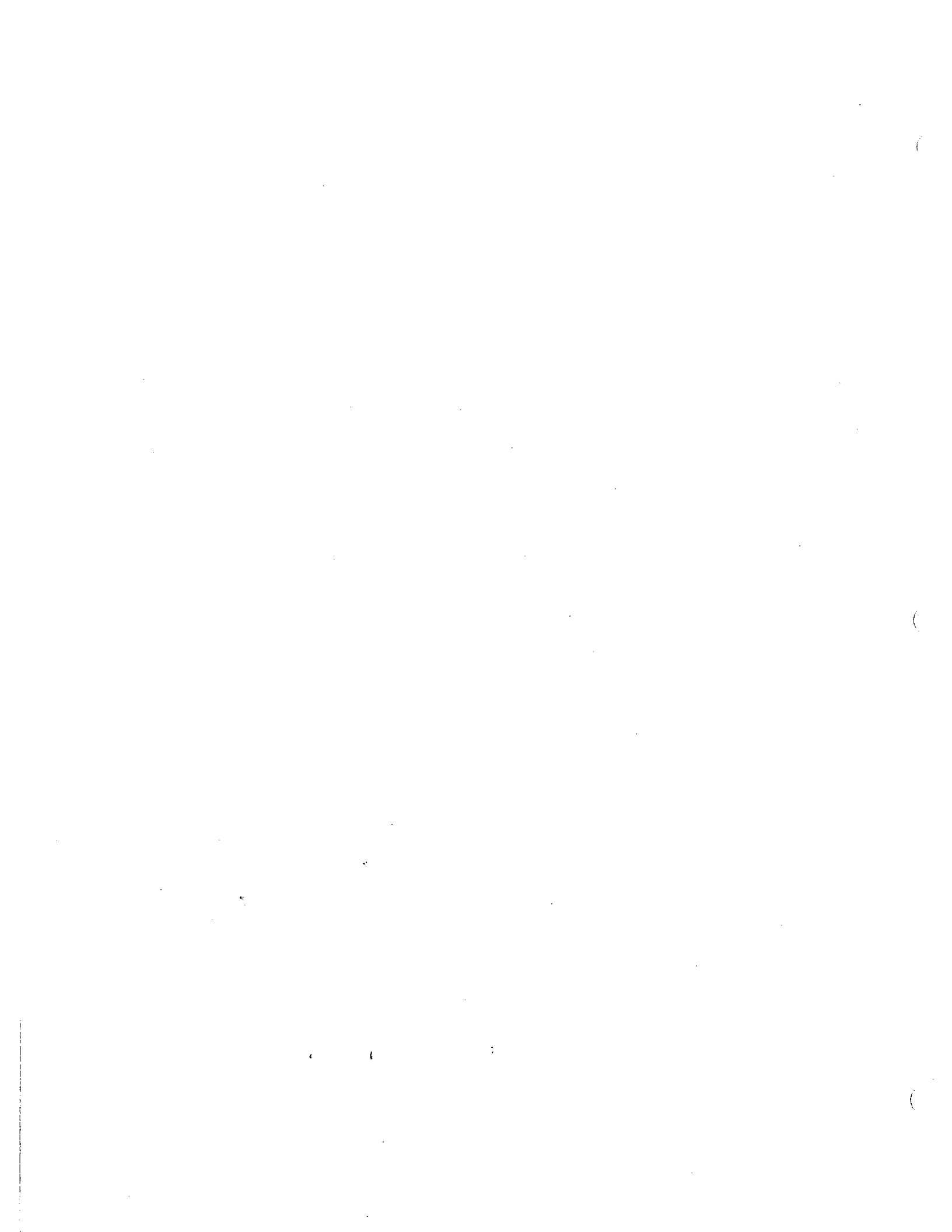
Facilities: Due to the Human Services Department's Christmas Clearing Bureau project, we are unable to use Room 3 for the month of December. We are using the Whitten Center multi-purpose room for all classes until January. To avoid a conflict with the St. Jude Hospital Healthy Beginnings program we moved our English classes to Tuesday, and Thursday from Monday and Thursday.

Tutors: The eight tutors currently in the program are doing well and thoroughly enjoying the experience. I am actively looking for tutors for the program expansion in January. I will do a tutor training specific to the Families program at HeadStart the first week in January. The expanded program through Healthy Start will begin January 11.

Program participation: We continue to run at capacity with 43 students on our rosters, and a waiting list of 26. We have moved 6 people out of the program for poor attendance and replaced them with 6 people off the waiting list. The standing HeadStart rule for participation in their program is removal from the program after one week (4 days) of unexcused absence. We are using the same rule (two weeks for our program to reach 4 days) but we make calls to all students who miss 2 consecutive days without notifying us with a reason. We try to work with the families if they are having difficulties with family illness, transportation, etc. It is difficult to be so hard on these families but with a waiting list that grows longer each week, I feel we must utilize the tutoring slots efficiently.

Childcare: Our childcare program is going beautifully. The children (and parents) have adjusted and the childcare attendants have developed an excellent program for the children. HeadStart allows us to use the playground facilities first thing in the morning for an hour. The children are then taken inside for a snack and a structured activity planned by one of the attendants. Activities include crafts, songs, group games, etc. In many ways it is a pre-preschool. The childcare attendants deserve a great deal of credit for the time and effort they have put in to the children.

Our Christmas party will be at the Whitten Center on Friday, December 18 from 9:30 - 11 AM. I anticipate that more than 100 people will be in attendance. Kay Schneider will have a storytime for the children, we will have two family craft activities, pinatas, a visit from a bilingual Santa Claus with books for all the children, and cake and punch for everyone.



TO: Library Board of Trustees
FROM: Karen Cushing *KC*
DATE: December 1, 1992
SUBJECT: Publicity Materials produced for the Month of November

To keep up on publicity, programs and events, the Program Committee now meets on a weekly basis. The committee members are: Suad Ammar, Karen Cushing, Melanie Daniels, Kay Schneider and Dixie Shaw, our new volunteer representative.

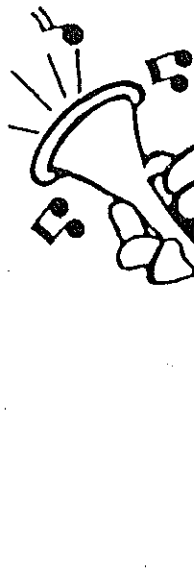
The Program Committee has continued to keep busy throughout the month of November developing flyers, materials and press releases to advertise Fall library events. These events include: Grandparents and Books; Children's Fall Story Times; National Children's Book Week (November 15-21); Camp Library (November 20th) and Literacy Tutor Training.

We have also generated a November/December calendar of events, which is available to patrons at the Check-Out desk. In addition, we ran a two-page feature in the Winter issue of the Placentia Quarterly. Please see attached materials.

To insure maximum press coverage, all library press releases continue to be sent to the following publications:

Anaheim Bulletin
Fullerton Observer
Los Angeles Times - Orange County Edition
North County News (Formally Placentia-News Times)
Orange County Register
Orange County News Channel
Placentia Library Channel - #69

Placentia Library District Announces CAMP LIBRARY!



Spend the night in the Library!

Friday, November 20, 1992

7:00 PM until 7:30 AM

Enjoy stories, crafts, critters from the Oak Canyon Nature Center, a bedtime snack, and lots of fun!

Also a special surprise!

Open to children ages 4 - 12, accompanied by an adult.

\$2.00 per person includes continental breakfast.

Bring your sleeping bags & pillow!

PRESS RELEASE

Placentia Library District
411 East Chapman Avenue
Placentia, California 92670

FOR MORE INFORMATION CALL: Kay Schneider
(714) 528-1906

FOR IMMEDIATE RELEASE

In celebration of Children's book week, a National Celebration to encourage Children's enjoyment of reading, the Placentia Library Children's department will host the Sixth Annual CAMP LIBRARY. Parents and children, ages four to twelve, will spend a whole night in the Library and enjoy a variety of activities.

The evening will begin with the beat of drums provided by the Library Literacy Coordinator, Melanie Daniels. The participating families will have the opportunity to listen to and play with a bodhran from Ireland, a djembe and a talking drum from Africa, doumbeke from the Middle East, a Chinese shaman drum, as well as congas, claves and other instruments common to Latin American music. Next, the Oak Canyon Nature Center will present the program, "Campside Critters," all about animals that might be encountered on a camping trip in Southern California. Real critters will also be visiting the Library.

Campside stories will be read by Placentia Library District Board President, Peggy Dinsmore and by Dorothy Rhodes Freeman, local Placentia author of children's books, who will read one of her original stories. Songs, a library scavenger hunt, refreshments and movies will round out the evening.

Registration is limited to the first 50 children at a cost of \$2.00 per person.

pacific clippings
post office box 11789
santa ana, calif. 92711

Los Angeles Times Daily
OCT 15 1992

PLACENTIA 332

Placentia Library (411 E. Chapman Ave., Placentia, [714] 528-1906). Open 10 a.m. to 8:45 p.m. Monday through Thursday; 10 a.m. to 5:45 p.m. Friday and Saturday.

pacific clippings
post office box 11789
santa ana, calif. 92711

Los Angeles Times
OC Edition
Daily NOV 12 1992

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OC Edition
Daily
OCT 22 1992

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The Register
Daily NOV 5 1992

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Los Angeles Times
OC Edition
Daily
OCT 29 1992

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AROUND TOWN

Library offers program for children Nov. 20-21

The children's department of the Placentia Library will host the Sixth Annual Camp Library from 7 p.m. to 7 a.m. Nov. 20 to 21 at the Placentia Library.

The event is in celebration of Children's Book Week and is open to children between the ages of 4 and 12 and their parents.

Families will have the opportunity to listen to and play instruments from around the world, including congas, claves and a shaman drum.

Author Dorothy Rhodes Freeman will read one of her original stories.

The evening will include stories, songs and a scavenger hunt. Refreshments also will be served. Oak Canyon Nature Center will present the program, Campside Critters. The program will present the children with information about animals.

Registration is limited to the first 50 children. The cost is \$2 per person. For information, call 528-1906.

AROUND TOWN

YMCA Winter Camp is taking applications

The Yorba Linda/Placentia Family YMCA will have their Winter Day Camp from 9 a.m. to 4 p.m. Dec. 21 to 31. Activities include games, sports, tours and field trips. Fees are \$140 for YMCA members and \$150 for YMCA guests.

For information, call 777-9622.

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Author Dorothy Rhodes Free-

PRESS RELEASE

Placentia Library District
411 East Chapman Avenue
Placentia, California 92670

FOR MORE INFORMATION CALL: Kay Schneider
(714) 528-1906

FOR IMMEDIATE RELEASE

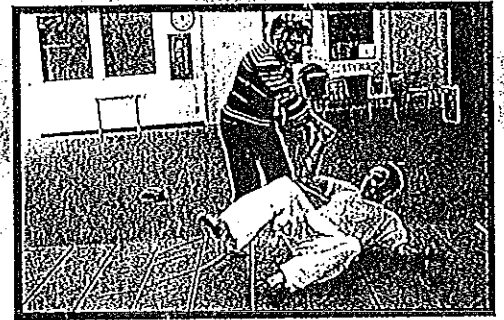
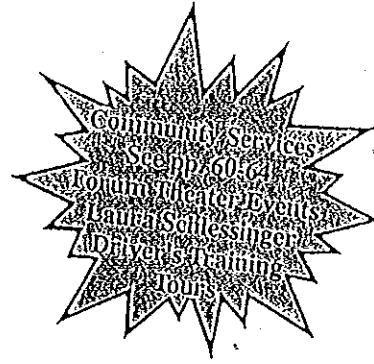
The South Coast Storytellers Guild will present a Family evening of Christmas and Hanukkah Stories in the meeting room of the Placentia Library on Thursday, December 10, 1992 from 7:00PM - 8:00PM.

Children and parents are invited to come, listen and enjoy Holiday stories told by professional storytellers. The South Coast Storytellers Guild have previously performed for the Sawdust Festival, Imagination Celebration, Renaissance A'Faire and many others. This will be an evening of great stories for the whole family.

This free Children's program is sponsored by the Friends of the Placentia Library. Punch and cookies will be served after the stories.

North Orange County Community College District

ANNOUNCEMENT



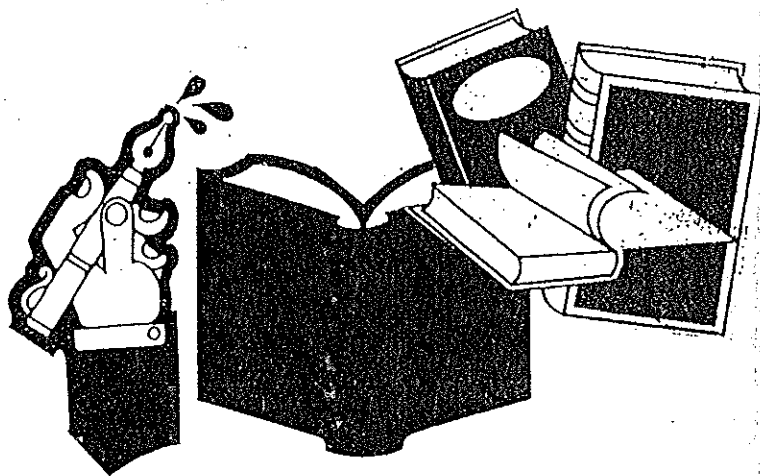
ADULT CONTINUING EDUCATION
January 4 - March 21, 1993
•••
FULLERTON/CYPRESS COLLEGES
Start January 25

North Orange County Community College District
1000 N. Lemon St., Fullerton 92632-1318

Non-Profit Organization
U.S. POSTAGE
PAID
Permit No. 253
Fullerton, California

RESIDENTIAL CUSTOMER

CAR-RT
Dated Material
Deliver Before
December 11



**COMMUNICATION WITH THE DEAF
(Sign Language)**

Semester classes start Jan. 28. Various techniques in communicating with the hearing-impaired will be used. Beneficial for parents, teachers, and individuals with an interest in manually communicating with deaf and hard-of-hearing children and young adults.

072001	Th	6:30-9:30 PM	Cypress Col. (AE) (Beg.)	H-326	Bodewig
072002	Th	6:30-9:30 PM	Cypress Col. (AE) (Inter.)	H-241	Zawolkow
072003	Th	6:30-9:30 PM	Cypress Col. (AE) (Adv.)	H-240	Both

HOW'S YOUR GRAMMAR? (Lab card \$10)

Enrollment limited—register first night in the classroom. Don't lose your job because you "just can't write a decent sentence." Learn to avoid embarrassing errors in grammar. Discover how modifiers can put life into your sentences! (Three-day workshop: Jan. 7, 14, 21)

045004	Thurs.	6-9 PM	Yorba Linda Center	Rm. 131	Huffman
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CREATIVE WRITING (Popular Fiction Workshop)

Term class starts Jan. 5. Give your manuscript professional polish and pace in a high-gear workshop led by an internationally published author and former journalist. Attract editors, avoid pitfalls that chill sales. Includes books, short stories, scripts, secrets of plotting and craft, dialog and characterization. You may bring samples of work to first class.

055001	T	6:30-9:30 PM	Wilshire Center	Rm. 215	Klem
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**LIBRARY SKILLS DEVELOPMENT LAB
(Supervised Tutoring) (Enroll at any time.)**

Semester lab starts Jan. 25. For students who are enrolled in related courses at Fullerton College. Development of skills in library research through use of library resources with the assistance and instruction of the reference librarians.

223505	MTWTh F	8 AM-10 PM 8 AM-3 PM	Fullerton College Lib.		Staff
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**★ COMMUNICATION SKILLS—THE FORGOTTEN
ART OF LISTENING**

Learn to listen and ask the right questions to help you let "the buyer sell himself." Acquire skills that will enhance your personal and professional relationships. (One-day workshop: Jan. 23)

406001	Sat.	9 AM-3 PM	Cypress Col. (AE)	TE2-211	Kahrs
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NOVEL-WRITING WORKSHOP

Term class starts Jan. 6. A practical, hands-on course designed to help writers polish their manuscripts and learn the skills necessary for publication. Student manuscripts will be critiqued in detail. You'll receive lessons in characterization, plot, common mistakes, beginnings, structure, and theme.

056901	W	6-10 PM	Yorba Linda Center	Rm. 305	Wills
056902	M (Jan. 11, 25)	6:30-8:30 PM	Yorba Linda Center	Rm. 304	Wills

**WRITE A BETTER BUSINESS LETTER
(Lab card \$10) (5 wks.)**

Term class starts Feb. 11. Enrollment limited—register first night in classroom. Is your spelling amusing to others but embarrassing to you? You, too, can learn to spell by one or more of the following methods: memorizing basic vocabulary, mentally seeing words, pronouncing words correctly, reviewing important spelling rules, using memory tricks, and learning word beginnings and frequently used sounds.

045005	Th	6-9 PM	Yorba Linda Center	Rm. 131	Huffman
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**WRITING TO PUBLISH (Selling Your Work)
(Lab card \$5)**

Term class starts Jan. 5. Do you love to write and long to be a successful writer? This how-to class will help create the determination to publish, build self-confidence and organize a working program for writing, editing, rewriting to polish and presenting a professional work to a publisher.

055105	T	7-10 PM	Yorba Linda Center	Rm. 304	Hauck
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BASIC WRITING (9 wks.)

Term class starts Jan. 4. Learn the techniques of sentence structure, paragraph construction, spelling, punctuation, grammar and composition. You'll use the SRA Reporting and Organizing Skills Lab to recognize topic sentences in paragraphs so that they receive the proper emphasis.

045001	M	6:30-9:30 PM	Wilshire Center	Rm. 102	Schlatter
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PUBLIC SPEAKING MADE EASY (6 wks.)

Term class starts Jan. 5. Take command of your audience by channeling your anxieties into a positive presentation. By using gestures, voice modulation and humor you, too, can become a dynamic speaker.

072501	T	7-10 PM	Cypress Col. (AE)	AE10-14	Kahrs
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LITERACY VOLUNTEER TUTOR TRAINING (Lab card)

Enrollment limited—preregistration for Placentia Library only begins Mon., Jan. 4. Prerequisite: Ability to speak, read and write English with a desire to tutor a literacy student one-on-one. Designed to train tutors in techniques of teaching basic skills of reading, writing, and spelling. Upon satisfactory completion of this course, students will be certified as Literacy Volunteer Tutors. Text required. For more information, call location below.

766801	MTh	6-9 PM	Placentia Library District	L. Wood
		(3 wks.-sts. 1/21)	(714) 524-8408 (Call for fee)	
766802	Sat.	10:30 AM-2:30 PM	Fullerton Lib/Main Branch	Spill
		Feb. 6, 13, 20, 27	(714) 738-3114 (\$20)	

**PUNCTUATION! WHAT? WHEN? WHERE?
(Lab card \$10)**

Enrollment limited—register first night in the classroom. Are you ready to update your punctuation skills? Review (or learn) many of the rules for commas, periods, question marks, exclamation points, semicolons, colons, apostrophes, quotation marks and parentheses. Lots of practice exercises to reinforce what you learn. (Two-day workshop: Jan. 28; Feb. 4)

045003	Thurs.	6-9 PM	Yorba Linda Center	Rm. 131	Huffman
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Help Change a Life -

Become a volunteer literacy tutor

Our students are adults seeking to improve their basic English skills. They meet with trained volunteer tutors 2 or more hours weekly on a one-to-one or small group basis.

Registration opens January 4 for our next tutor training workshop. Upon completion of the 18 hour training, you will be certified by Literacy Volunteers of America as a basic reading tutor.

Dates: Thursdays and Mondays, Jan. 21, 25, 28, Feb. 1, 8, 11

Time: 6:00 to 9:00pm

Place: Placentia Library, 411 E. Chapman Avenue
(corner of Kraemer & Chapman in Placentia)

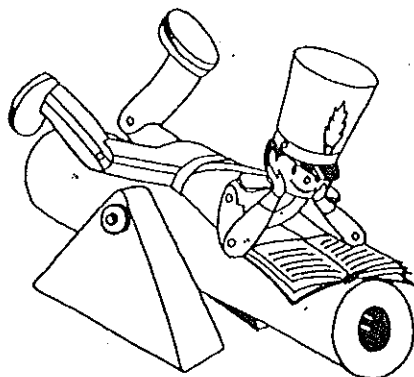
Cost: There is no charge for tutors making a volunteer commitment to our program; others are charged \$30.00 for their tutor manual and all materials.

To register: Visit the Literacy Center in the Placentia Library
or call: **(714) 524-8408**

Sponsored by Placentia Library Literacy Services

PLACENTIA LIBRARY DISTRICT

PROGRAMS FOR CHILDREN



AN EVENING OF HOLIDAY STORIES!

The South Coast Storytellers Guild will present Christmas and Hanukkah Stories in the Meeting Room of the Placentia Library on Thursday, December 10, 1992 from 7:00PM - 8:00PM.

Children and parents are invited to come, listen and enjoy holiday stories told by professional storytellers. This free children's program is sponsored by the Friends of the Placentia Library. Punch and cookies will be served after the stories.

WINTER STORY HOUR SCHEDULE

The winter schedule of programs for children ages 2 - 10 will begin January 18, 1993. There are a variety of programs offered for children each week. Registration is required.

TODDLER TIMES: Stories and activities for 2 year olds accompanied by a parent

Tuesdays 10:30AM - 11:00AM

January 19 & 26, February 2, 9, 16 & 23, & March 2 & 9

PRESCHOOL STORY HOURS: Ages 3 - 6

Mondays 1:00PM - 1:45PM

January 18 & 25, February 1, 8, 15, & 22, & March 1 & 8

or

Wednesdays 10:30AM - 11:15AM

January 20 & 27, February 3, 10, 17, & 24, & March 3 & 10

FIRST GRADE STORY HOURS:

Wednesdays 3:30PM - 4:15PM

January 20 & 27, February 3, 10, 17 & 24, & March 3 & 10

AFTER SCHOOL SPECIALS: Stories and crafts for children ages 7 - 10

Thursdays 3:30PM - 4:30PM

January 21 & 28, February 4, 11, 18 & 25, & March 4 & 11

GRANDPARENTS AND BOOKS

Grandparents! Stories! Children! An unbeatable combination in the Placentia Library every Tuesday from 3:30PM - 5:00PM.

Each Tuesday after school you will find children of all ages sitting or lying on pillows in the corner of the Children's department. They are listening to stories, sharing the illustrations and visiting with "Grandparent" volunteer readers. Everyone is having a great time!

This intergenerational program provides children, whose own grandparents may live far away, with a great opportunity to meet and interact with older people. Children of all ages are welcome and registration is not required.

If you would like information about the program or are interested in becoming a Grandparents and Books volunteer, please call Barbara Pomykata at 528-1906.

PLACENTIA LIBRARY DISTRICT

411 East Chapman Avenue

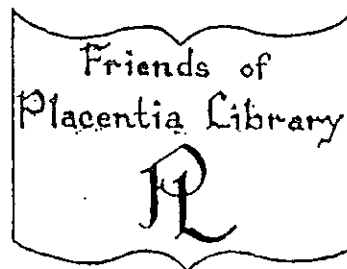
HOURS

Monday - Thursday 10:00 AM - 8:45 PM

Friday - Saturday 10:00 AM - 5:45 PM

Sunday 1:00 PM - 4:45 PM

Reference Services, Reserves & Telephone Renewal
(714) 528-1906



The purpose of the Friends of the Placentia Library is to support the Library's functions and services. Funds are obtained through membership dues and proceeds from used book sales.

Used book donations may be dropped off in the lobby of the Library. The daily sale of paperback and hardback books in the lobby provides good reading at very attractive prices. A huge book sale will be held in the Meeting Room on January 8 and 9, 1993. Members of the community look forward to this event each year.

The Friends Annual Meeting will be held on Thursday, January 28, 1993. An interesting speaker will be on the program and refreshments will be served. Further details can be obtained at the Library. The meeting is open to everyone.

Anyone interested in volunteering time for Friends activities please call the Library at 528-1906.



SELF SERVICE RESERVES

The Library's new circulation system allows patrons to place their own reserves for items that are not on the shelves. Reserves are not accepted for videos or compact discs.

A notice will be mailed to the patron when the item becomes available, and the item will be held at the Check Out Desk for 10 days.

A fee of \$.50 is collected at the time the item is picked up. However, if a reserved item is not picked up within the 10 day reserve period the fee will be charged to the patron's library card.

VIDEOS & COMPACT DISCS

The adult video cassette and compact disc collections are now on open shelves in the public area in the south east corner of the Library. Children's videos are now located in the Children's Department.

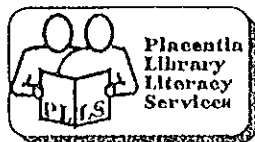
Audio cassettes, video cassettes, and compact discs may be returned in the book drop located by the front entrance. The curbside book drop is for returning books only.

STUDENTS WELCOME

The Placentia Library attempts to create a quiet atmosphere for students engaged in homework and after-school study.

The Library has special collections and reference tools to assist students with their homework assignments.

The Library's professional staff is prepared to guide students during their research by helping them learn to use the reference tools and equipment. *However, the staff is not permitted to provide answers to specific homework questions, either in person or by phone.*



FAMILY LITERACY NEWS

The Placentia Library District, in conjunction with a Healthy Start Grant awarded by the federal government to the Placentia Yorba Linda Unified School District, is offering a special homework/project assistance program to students at the participating schools: Ruby Drive Elementary, Kraemer Junior High, and Valencia High School.

Students working on special projects, or who require reference materials not available at these school sites, can receive help from the Library staff and specially trained volunteers after school Monday through Thursday.

Money from the grant will pay for the training of volunteers and provide a late bus pick up at the library to return students to their home areas.

For more information on this program, please contact the Placentia Library Literacy Services office at 524-8408.

LITERACY TUTOR TRAINING

Placentia Library Literacy Services' next tutor training class begins January 21st at the Placentia Library and will meet on Mondays and Thursdays from 6:00 to 9:00 PM.

The training is provided without charge to volunteers making a minimum commitment of 6 months to the Placentia Library Literacy program. Training materials are being provided through a grant from the Rotary Club of Placentia. Registration for tutors working with other programs is \$30.00.

After completing 18 hours of training, volunteers are matched with adult learners seeking to improve their basic reading, writing or conversational English skills. Tutors meet with their assigned students 2 hours weekly; time and location are flexible.

To enroll in the class, or for more information about the program, call the Library Literacy Office at 524-8408.

BOWL-A-THON FOR LITERACY

Spend a Sunday afternoon at the lanes with Literacy Volunteers of America - Placentia (LVA-Placentia) and make a "Strike for Literacy."

Bowlers of all levels are invited to represent LVA-Placentia in a county-wide bowl-a-thon in Anaheim on February 21, 1993.

By collecting sponsor pledges, teams of five bowlers will raise funds to help LVA-Placentia purchase instructional materials and provide other support to its volunteer tutors and adult literacy students.

Form a team from your company or club and show us your team spirit! For more information please call the Library Literacy Office at (714) 524-8408.

VISIT THE VOLUNTEER FAIR

Discover a new challenge for 1993 at the Placentia Volunteer Fair.

Representatives from agencies and organizations serving Placentia will be available at the Placentia Library on Saturday, February 27, from 10:00 AM to 1:00 PM to discuss volunteer opportunities within their respective organizations.

The Volunteer Fair, jointly sponsored by the Placentia Community Services Network and Placentia Library District, is a place where volunteers of all ages, abilities and interests can evaluate a wide range of involvement possibilities in one convenient place.

For more information, call Melanie Daniels at the Placentia Library: (714) 528-8408.

Organizations interested in having a table at the Fair should call the same number by February 5th.

Placentia Library District
Information for Teachers
 Preschool - Primary- Intermediate Edition



Placentia Library District ◦ 411 East Chapman Avenue ◦ Placentia, CA 92670 ◦ 714-528-1925

FAMILIES FOR LITERACY

The Placentia Library has been awarded a grant from the State Library for our second year of the Families for Literacy program. We welcome back our Families Coordinator, Gwen Joseph! Families for Literacy is designed to improve the parents' literacy while helping them develop positive learning styles with their children at home. Our present Families program operates out of Placentia HeadStart. We are very excited that this year the program is expanding to include the Healthy Start grant schools: Ruby Drive, Kraemer Junior High and Valencia High School. Classes for Healthy Start schools will begin in January.

The program offers the parent five hours of small group reading instruction. Child care is provided during English tutorials. Each Friday the parents and their children come together for family oriented activities, field trips, or for a monthly story time in the Children's Department of the Library.

Families for Literacy meets in the old McFadden School. This facility has been improved by the City of Placentia to include a lending library area, space for two computers and new carpeting. We are very appreciative of the help and enthusiasm of City Manager Robert D'Amato and his staff. With the new involvement of the School District, we are proud to be a functioning demonstration of successful cooperation between the Placentia Library, the City of Placentia and the Placentia Yorba Linda Unified School District.

If you are interested in more information about the program, please contact Gwen Joseph at 524-8408.



LIBRARY HOURS

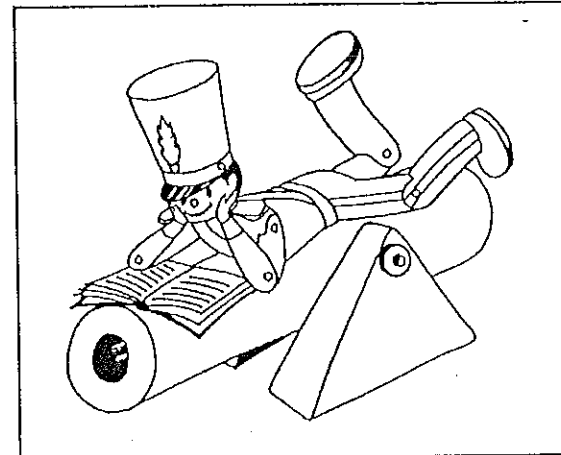
Monday - Thursday	10:00 AM - 8:45PM
Friday - Saturday	10:00 AM - 5:45PM
Sunday	1:00 PM - 4:45PM

HOLIDAY STORIES

The South Coast Storytellers Guild will present a Family evening of Christmas and Hanukkah Stories in the meeting room of the Placentia Library on Thursday, December 10, 1992 from 7:00PM - 8:00PM.

Children and parents are invited to come, listen and enjoy Holiday stories told by professional storytellers. The South Coast Storytellers Guild has previously performed for the Sawdust Festival, Imagination Celebration, Renaissance A'Faire and many others. This will be a family evening of great stories.

This free Children's program is sponsored by the Friends of the Placentia Library. Punch and cookies will be served after the stories.



Information for Teachers, Preschool-Primary-Intermediate Edition, is published in September, December, March and May by the staff of Placentia Library District, Kay Schneider, M.L.S., editor.

December, 1992 - February, 1993

SPECIAL DAYS

Celebrate the BIRTHDAY OF FATHER SERRA (1632-1677) on November 24. Read about this famous California explorer in *Junipero Serra* by Sean Dolan and *Father Junipero Serra, the Traveling Missionary* by Linda Lyngheim.

100TH ANNIVERSARY OF THE NUTCRACKER! December 18 - First performance of Tchaikovsky's Nutcracker Suite in 1892. Listening to the music and reading the story might be a great way to spend the day!

FIRST DAY OF WINTER December 21. Chill out with Hader's *The Big Snow, Katy and The Big Snow* by Burton and *Brrr!* by James Stevenson.

January is National Soup Month. Slurpy read alouds include *Stone Soup, Watch Out For Chicken Feet In Your Soup,* and *Mouse Soup.*

National Hat Day. January 15 Hats off for *The 500 Hats of Bartholomew Cubbins, Caps For Sale* and *Jenny's Hat.*

Holiday Schedule

Library closed December 24 & 25
Library reopens December 26

Library closed December 31 & January 1
Library reopens January 2

Library closed February 14 & 15
Library reopens February 16

GRANDPARENTS AND BOOKS

Grandparents! Stories! Children! An unbeatable combination in the Placentia Library Children's Department every Tuesday after school from 3:30PM - 5:00PM.

Each Tuesday you will find children of all ages sitting or lying on pillows in the corner of the children's department. They are listening to stories, sharing the illustrations and visiting with "Grandparent" volunteer readers.

Our Grandparents and Books will begin it's second year in January. This intergenerational program provides children,

Each day children come into the children's department looking for information to successfully complete their homework assignments. Most of the time we are able to meet those needs. Unfortunately, when whole classrooms are assigned a particular topic, the first few students to arrive at the Library may check out all of the available materials. This is very hard on those children who are not able to get the books they need.

We would like to again stress the importance of the Assignment Alerts. Mail the form to us or call 528-1906 and we will select materials for your classroom and hold them as long as needed.

Pat Mullins of Ruby Drive School returned the first assignment alert to us. Many of her students and their parents came to the Children's Department knowing that there were books saved just for them. Mrs. Mullins and her class received a Janet Evans American Library Association reading poster for her cooperation.

EVERY CHILD A LIBRARY CARD!

A special Thank You to all of you who stressed to your classrooms the importance of coming to the Library and getting their library cards!

During our month long promotion 217 children received their new Placentia Library cards. All of these children received a Garfield or Disney pencil and twenty names were drawn for free books. The children were very excited to get their cards.

Congratulations to TYNES ELEMENTARY for having the most students come in for new cards! There are now 53 new card holders in their school.

Library cards are provided free of charge to California residents. Proof of address and a parent or guardian's signature is required at the time of registration. Please urge all of your students to become Library users.

whose own Grandparents may live far away, with a great opportunity to meet and interact with another generation. Also, reading aloud to young listeners stimulates their curiosity and helps instill a lifetime love of stories and reading. Please tell the students in your classrooms about this unique opportunity to hear great stories in the Library.

Children of all ages are welcome and registration is not required. It is a very informal atmosphere. If you would like more information about the program, please call Barbara Pomykata at 528-1906.

Placentia Library District Information for Teachers

Junior and Senior High School Edition



Placentia Library District ◦ 411 East Chapman Avenue ◦ Placentia CA 92670 ◦ 714-528-1925

SPOTLIGHT ON REFERENCE TOOLS

Debate Topics

The Debate Topics collection, located in the Reference Department, consists of a variety of materials that provide students with sources of pro/con type information for argument development:

- ☐ The *Opposing Viewpoints Sources* covers subjects like Criminal Justice, Death and Dying, Abortion, Chemical Dependency, and Human Sexuality.
- ☐ Also available for check-out, is the companion set *Opposing Viewpoints Pamphlets* that deals with the same debatable issues.
- ☐ *Taking Sides* is yet another series, which covers bioethical, environmental and moral issues.
- ☐ The *Information Plus* series, is a great source for statistics and debates on subjects like gun control, minorities, and capital punishment.



Holiday Schedule

Library closed December 24 & 25
Library reopens December 26

Library closed December 31 & January 1
Library reopens January 2

Library closed February 14 & 15
Library reopens February 16

LIBRARY HOURS

Monday - Thursday	10:00 AM - 8:45PM
Friday - Saturday	10:00 AM - 5:45PM
Sunday	1:00 PM - 4:45PM

Information for Teachers, Junior and Senior High School Edition, is published in September, December, March and May by the staff of Placentia Library District, Julie Shook, M.L.S., editor.

VIDEOS

The Library has over 600 educational videos on a wide variety of subjects, and current concerns. The educational video collection is being developed to supplement the book collection.

These videos may be used effectively for school assignments.

They may be checked out free of charge, for two days, and may be renewed by telephone.

A few of the subjects that are available are:

U.S. Constitution.....The Brain
Shakespeare Plays.....Artists
The Vietnam War.....Diseases
Greenhouse Effect.....Travel

READING LISTS

Readily Available! or On Demand!

The American Library Association Best Books List, along with a number of Fiction and Non-Fiction reading lists, for junior and senior high students are available at the Library,

Special reading lists on particular subjects may be compiled with two weeks advance notice.

HOMEWORK ASSISTANCE

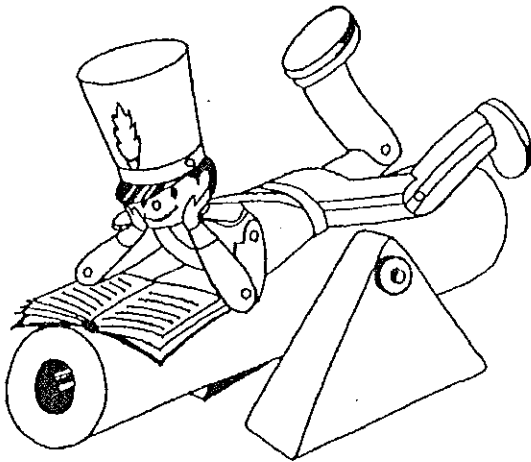
A Project of the Family Literacy Program

The Placentia Yorba Linda School District has been awarded a grant to establish The Family Assistance Network (FAN), a community network program to service the Valencia High School, Kraemer Junior High School, and Ruby Drive Elementary School.

The Library has agreed to participate in this program. The Library will provide special after school homework assistance for students coming to the Library from the participating schools.

After finishing their homework, students may be picked up from the Library's parking lot by the Kraemer Junior High School late bus at 4:30 pm and dropped off at their regular stations.

For more information about this program contact Suad Ammar, or Julie Shook in the Reference Department at 528-1906. Or call Lynette Ward from Kraemer Junior High School at 996-1551

MAY WE SUGGEST

- Become familiar with what the Library has to offer. Take some time to visit the Library and become familiar with the collection. New materials are added all the time.
- Get to know the librarians, who are a valuable source of information.
- Please try to give advance notice of major assignments.

We can then limit the availability of heavy demand items, or create a reserve shelf of materials for your students.

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 services to the students of our community. Teachers who participate in this program will receive an American Library Association poster for their classroom!

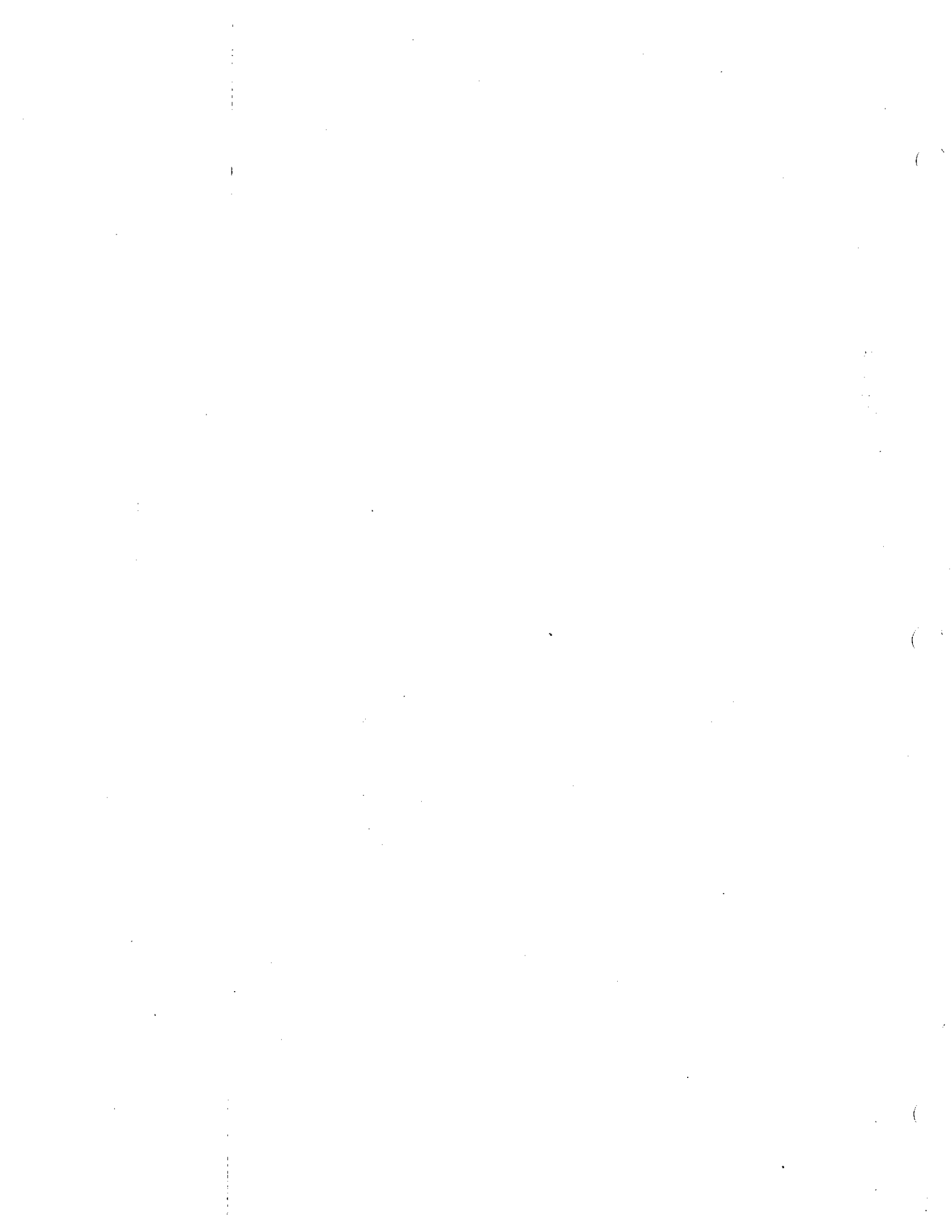
CLASS VISITS

Teachers are invited to schedule visits to the Library so that students may learn about the Library's resources and the best way to use them. Any of the following activities may be requested for your visit:

- Tour of the library.
- Instruction in general library skills including using the computer catalog, the Dewey Decimal System, the magazine and newspaper indexes, etc.
- Specialized library skills instruction for a particular assignment, e.g. poetry resources, biographical sources.
- Booktalks.

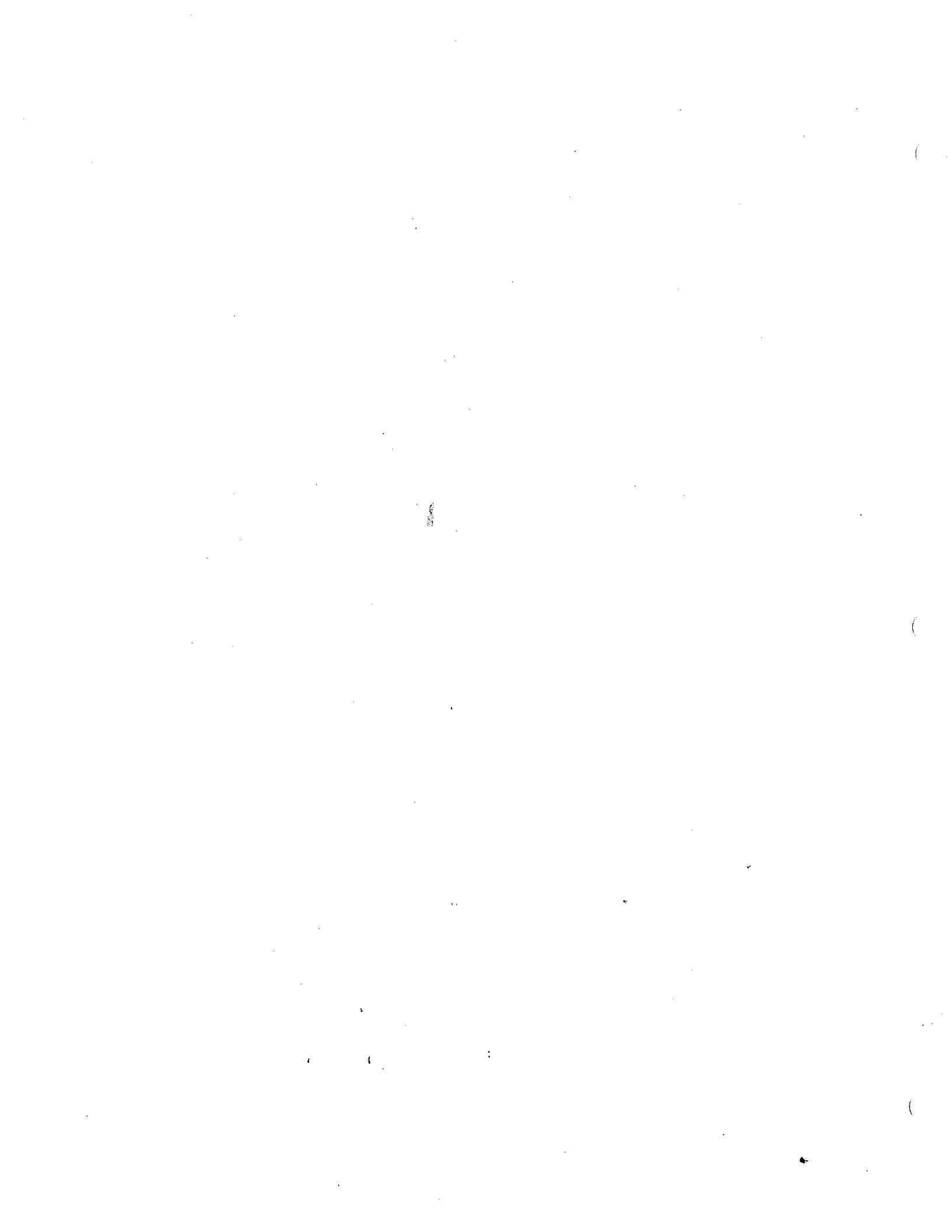
Class visits to the Library and librarian visits to classrooms should be requested at least 2 weeks in advance of the desired date.

For junior and senior high school classes please contact Julie Shook or Suad Ammar at 714-528-1925 for additional information and scheduling.



TO: Elizabeth Minter, Library Director
FROM: Suad S. Ammar, Principal librarian
Date: December 14, 1992
SUBJECT: Gulf Arab States Project Final Payment

A check in the amount of \$2,200.00 was received from the California Council for the Humanities, as the final payment of the Gulf Arab States Project's Grant.
This transaction brings this project to an end.



December 21, 1992

To Whom It May Concern,

I, Patricia Montelongo, resign from the office of Trustee
of the Placentia Library District Board.

Thank you for accepting my resignation.

Sincerely,

Patricia M. Montelongo

Patricia M. Montelongo

You've just lost

\$127,967

and it may be more tomorrow . . .

If you are concerned about the impact of the provisions of the State Budget on your library services



or

If you would like additional information

and/or

If you are willing to help

Please contact any one of the
Placentia Library District Trustees:

Peggy Dinsmore, President.....528-7618
Saundra Stark, Secretary.....524-3139
Ray Evans996-3091
Al Shkoler.....996-0128

The Honorable Don Roth
Orange County Board of Supervisors
Hall of Administration
10 Civic Center Plaza
Santa Ana, CA 92701

Dear Mr. Roth:

The Honorable Ross Johnson
California State Assembly, 64th District
5160 Capitol Building
Sacramento, CA 95814

Dear Mr. Johnson:

The Honorable John Lewis
California State Senate, 35th District
3074 Capitol Building
Sacramento, CA 95814

Dear Senator Lewis:

How to Write to Your State and County Legislators

Placentia Library District

Tell them that ... the Legislature needs to find a way to balance the State's budget without reducing Placentia Library District's Pre-Proposition 13 share of the property tax.

Tell them that ... it is not fair for Placentia Library District to lose 10% of its income when over 20% of the special districts in California lost nothing.

Tell them that ... agencies like Placentia Library District that are already successfully living 100% under the restrictions of Proposition 13 by not receiving any bailout

Contact California Senator John Lewis
714-939-0604 or 916-445-4264
and
California Assemblyman Ross Johnson
714-738-5853 or 916-445-7448

What You Can Do To Help!

Tell him that ... you want the Special District Augmentation Funds contributed by Placentia Library District to be allocated to Placentia Library District, and not used to support the dependent districts of the Orange County Supervisors.

Tell him that ... Placentia residents already spend \$2,687,384 from City tax dollars for County fire services and they should not have to supplement it with library funds. Also, Placentia residents receive no direct services from the Orange County Library.

Contact Orange County Supervisor Don Roth
714-834-3440

money from the State through the Special District Augmentation Fund, should not be penalized any further until all other special districts, both independent and dependent, are operating under the same conditions.

Each county's AB 8 funds were allocated directly to the county, and each city's AB 8 funds were allocated directly from the State General Fund.

In 1979 the Legislature passed AB 8 which shifted some of the school districts' property tax revenues to local agencies and replaced the school districts' losses with appropriations from the State General Fund.

The implementation of Proposition 13 in 1978 reduced Placentia Library District's property tax revenue by almost 60%.

County Diverts District's Augmentation Funds

The only tax revenue Placentia Library District receives is property tax. Unlike special districts in other counties of California, Placentia Library District receives no Special District Augmentation Funds, as described below.

By doing this the State frees up the money it had been giving to the schools to spend on the State's own programs.

The 1992-1993 State Budget changed this basic distribution formula. For the first time since the passage of Proposition 13 the District's percentage of the property tax has been reduced and transferred to a newly established Educational Augmentation Fund.

Proposition 13 provided that cities, counties and special districts would have their revenues reduced proportionately. Each agency would receive the same percentage of property tax that it received before Proposition 13 — there would just be fewer dollars to distribute.

Proposition 13 Altered by State

- 10% of the property tax
 - 10% of the gifts received from individuals
 - 10% of the fines, fees, and rentals
 - 10% of the literacy grant
 - 10% of the fees for children's arts and crafts programs
- is based upon 10% of the District's total revenue, regardless of its source:
- The District's revenue loss of \$127,967

to the city. However each special district's AB 8 funds were deposited in a "Special District Augmentation Fund" in each county. The boards of county supervisors were given the authority to distribute this Fund.

Placentia Library District's contribution to the Special District Augmentation Fund in Orange County is \$400,957. In the last three years the Orange County Supervisors have allocated Placentia Library District NONE of the \$400,957 the District is contributing each year to the Fund.

Since the State Legislature granted the boards of county supervisors discretion over the distribution of the Special District Augmentation Fund, the Orange County Supervisors have chosen to fund only the districts that are under their administrative control: County Fire Department (this amount is in addition to the \$2,687,384 that the City of Placentia is paying for County fire service for the City); County Flood Control; County Harbor, Beaches and Parks; and the County Library.

The 1992-1993 State Budget Isn't Equitable

➤ More than 20% of California's special districts have been exempted by the Legislature from the revenue reduction provisions of the 1992-1993 State Budget because they serve more than one county or meet other exclusionary criteria.

Not all independent special districts are being treated the same by the Budget Legislation.

➤ The Budget Legislation assumes that Placentia Library District is receiving all or part of its \$400,947 contribution to the Special District Augmentation Fund, when, in fact, the Orange County Supervisors have allocated \$0.00.

➤ Because it has been receiving no Special District Augmentation Funds for the past three years, Placentia Library District has been operating 100% under the restrictions of Proposition 13.

The Budget Legislation reduces Placentia Library District's property tax percentage below pre-Proposition 13 levels when it doesn't impose the same reductions on all other special districts.

Placentia District

The District's revenue loss of \$127,967 is based upon 10% of the District's total revenue, regardless of its source:

- ❑ 10% of the property tax
- ❑ 10% of the gifts received from individuals
- ❑ 10% of the fines, fees, and rentals
- ❑ 10% of the literacy grant
- ❑ 10% of the fees for children's arts and crafts programs

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Special District Augmentation Funds

The implementation of Proposition 13 in 1978 reduced Placentia Library District's property tax revenue by almost 60%.

In 1979 the Legislature passed AB 8 which shifted some of the school districts' property tax revenues to local agencies and replaced the school districts' losses with appropriations from the State General Fund.

Each county's AB 8 funds were allocated directly to the county, and each city's AB 8 funds were allocated directly to the city. However each special district's AB 8 funds were deposited in a "Special District Augmentation Fund" in

each county. The boards of county supervisors were given the authority to distribute this Fund.

Placentia Library District's share of the Special District Augmentation Fund in Orange County grew from \$268,847 in 1979-1980 to its current level of \$400,957.

In the last three years the Orange County Board of Supervisors has allocated Placentia Library District \$0.00 of the \$400,957 the District is contributing to the Fund.

Since the State Legislature granted the board of county supervisors discretion over the distribution of the Special District Augmentation Fund the Orange County Supervisors use it to fund only the districts that are under their administrative control: County Fire Department (this amount is in addition to the \$2,687,384 that the City of Placentia is paying for County fire service in the City), County Flood Control, County Harbor, Beaches and Parks, and the County Library.

In recent years the Orange County Supervisors have allocated nothing to the independent special districts even though these districts are making significant contributions to the Fund.

The 1992-1993 State Budget Isn't Equitable

- ❑ More than 20% of California's 5,000 special districts have been exempted by the Legislature from the revenue reduction provisions of the 1992-1993 State Budget because they serve more than one county or meet other exclusionary criteria.

Not all independent special districts are being treated the same by the Budget Legislation.

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What You Can Do To Help!

Contact California Assemblyman Ross Johnson
714-738-5853 or 916-445-7448
and
California Senator John Lewis
714-939-0604 or 916-445-4264

should not be penalized any further until all other special districts, both independent and dependent, are operating under the same conditions.

Contact Orange County Supervisor Don Roth
714-834-3440

Tell them that the Legislature needs to find a way to balance the State's budget without reducing Placentia Library District's Pre-Proposition 13 share of the property tax.

It is not fair for Placentia Library District to lose 10% of its income when over 20% of the special districts in California lost nothing.

Agencies like Placentia Library District that are already successfully living 100% under the restrictions of Proposition 13 by not receiving any bailout money from the State through the Special District Augmentation Fund,

Tell him that you want the Special District Augmentation Funds contributed by Placentia Library District to be allocated to Placentia Library District, and not used to support the dependent districts of the Orange County Supervisors.

Placentia residents already spend \$2,687,384 from City tax dollars for County fire services and they should not have to supplement it with library funds. Also, Placentia residents receive no direct services from the Orange County Library.

Placentia Library District

1966-1971

We've just lost



If you are concerned about the impact of the provisions of the State Budget on your library services and are willing to help, please contact any one of the Placentia Library District Trustees:

- Peggy Dinsmore, President..... 528-7618
- Saundra Stark, Secretary..... 524-3139
- Ray Evans 996-3091
- Al Shkoler 996-0128

How to Write to Your State and County Legislators

The Honorable John Lewis
California State Senate, 35th District
3074 Capitol Building
Sacramento, CA 95814

Dear Senator Lewis:

The Honorable Ross Johnson
California State Assembly , 64th District
5160 Capitol Building
Sacramento, CA 95814

Dear Mr. Johnson:

The Honorable Don Roth
Orange County Board of Supervisors
Hall of Administration
10 Civic Center Plaza
Santa Ana, CA 92701

Dear Mr. Roth

Squad -

The coffee pots are filled with water.

Deanne needs to make the signs as indicated on all 3 pots.

You do not need to do anything with the small pot for tea. I will do it when I get back as it takes only 5 minutes to brew.

At 5:45 pm you should move the large pot to the meeting room, empty the coffee from each of the bags into the trays (the bags are now in the trays) and plug in.

My pot leaks a little so be sure to leave a cup underneath its spigot.

I'll be at the Torrance Public Library between 10 and NOON if you have any questions.

Please also make sure that Karen + Deanne have the program prepared and printed ^{+ folded} 75 copies - 1000/cream paper.

used 10 Feb

4202 Betty Lee

916-445-6034

Account ~~fund~~ ~~good~~
Revenir - ~~Part~~

base 2

The coffee you are P. 1000
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Account in order to make the
1000

You do not need to be
1000

At 8:00 PM you should receive the
1000

more at 10:00 AM
1000

Sen. Bayan

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