

AGENDA

REGULAR MEETING

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

April 16, 1996

6:30 P.M.

Library Conference Room

AGENDA DESCRIPTIONS: The Agenda descriptions are intended to give members of the public notice and a general summary of items of business to be transacted or discussed. The Board may take any action which it deems to be appropriate on the Agenda and is not limited in any way by the notice of the recommended action.

REPORTS AND DOCUMENTATION: Reports and documentation relating to Agenda items are on file in the Administrative Office and the Reference Department of Placentia Library District, and are available for public inspection. A copy of the Agenda packet will be available for use during the Board Meetings. Any person having any question concerning any Agenda item may call the Library Director at 714-528-1925.

- 6:40 PM
1. Roll Call. Administrative Assistant
 2. Adoption of Agenda.

This is the opportunity for Board members to delete items from the Agenda, to continue items, to re-order items, and to make additions pursuant to Government Code Section 54954.2(b).

St. John / Mich

Presentation: Library Director
Recommendation: Adopt by Motion

3. Minutes of the March 19, 1996 Regular Meeting.

Next / Exam

Presentation: Library Director
Recommendation: Approve by Motion

4. Oral Communications.

Annex Pl Funder

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

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

In accordance with California Government Code Section 54954.3, members of the public are also permitted to address the Library Board of Trustees on specific Agenda Items before and at the time that an Item is being considered by the Board.

Action may not be taken on items not on the Agenda except in emergencies or as otherwise authorized by Government Code Section 54954.2(b).

Call + Invoice
Nella
Chun Ming

Just Desserts
stiff count
year

PLA Conference
Suggestion:
Campaign in support of equity on infrastructure
Nathaniel Lopez
Equity Petition
Notes on Call P.V.

- 5. Board President's Report.

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

Presentation: Library Board President

- 6. Friends of the Library Board of Directors Report.

Presentation: Library Director

CLAIMS (Items 7 - 9)

Presentation: Library Director
Recommendation: Approve by Motion

Stuf / Ea

Items 7 - 9 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.

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

~~Nonstandard Claims in the amount of \$27,506.91~~

- 8. Claims forwarded by the Library Director. (Approve)

Claims forwarded by Library Director in the amount of \$6,174.09

- 9. Current Claims and Payroll. (Approve)

Current Claims of \$17,521.24; Payrolls 3394, 3395 and 3396, for a cumulative payroll total of \$66,255.00
Combined total of Current Claims and Payrolls of \$83,776.24

FINANCIAL REPORTS (Items 10 - 16)

Presentation: Library Director
Recommendation: Approve by Motion

Stuf / Stuf

Items 10 - 16 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.

- 10. Financial Reports for March, 1995. (Receive & File)
- 11. County of Orange Investment Pool Portfolio Summaries, as prepared by Salomon Brothers Asset Management, Inc., for March 1996. (Receive & File)
- 12. Office General Ledger & Check Registers for March 1996. (Receive & File)

13. Acquisitions Report for March 1996. (Receive & File)
14. Overdue Collection Report for March 1996. (Receive & File)
15. Debit Card System Reimbursement Report for March 1996. (Receive & File)
16. Gifts Report for March 1996. (Receive & File)

GENERAL CONSENT CALENDAR (Items 17 - 22)

Presentation: Library Director
Recommendation: Approve by Motion

Items 17 - 22 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.

17. Building Maintenance Report for March 1996. (Receive & File)
18. Personnel Report for March 1996. (Receive, File, and Ratify Appointments)
19. Volunteer Report for March 1996. (Receive & File)
20. Circulation Report for March 1996. (Receive & File)
21. California State Library Foundation Funding Agreement Form for Families For Literacy Book Grant. (Approve Submission, and Recive & File the Agreement Form)
22. Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority. (Receive & File)

CONTINUING BUSINESS

23. Budget and Legislative Activities

Presentation: Library Director
Recommendation: Approve travel and expenses for Library Director Minter to attend the public library directors meeting with the State Librarian in Sacramento on Monday, April 29; and approve travel and expenses for Library Board President Dinsmore to attend the California Library Trustees and Commissioners Board Meeting on Monday, April 29 and the California Library Association Legislative Day on Tuesday, April 30 in Sacramento.

*S. A. /
E. A.*

*S. A. /
S. A. / E. A.*

24. Revision of Library Organization Chart

Presentation: Library Director
Recommendation: Adopt the Placentia Library District Organization Chart for Fiscal Year 1995-1996 Revisions Proposed April 16, 1996.

25. Review of Families for Literacy Program

Presentation: Principal Librarian and Families for Literacy Coordinator
Recommendation: Determine whether the grant application for the Families for Literacy Program for Fiscal Year 1996-1997 should be prepared.

NEW BUSINESS

26. LSCA Title II Grant for Handicapped Remodeling Project.

Presentation: Library Director
Recommendation: Authorize the Library Director to notify the State Library, the City of Placentia, Alexander Drake Hibbs, Inc., and Old Hickory Construction, that, with great regret, Placentia Library District is relinquishing its LSCA II Grant for the District's Disabled Access Remodeling Project.

27. Establish Rate for Personal Photocopies Made on the Office Copier for Staff, Volunteers, and Trustees

Presentation: Library Director
Recommendation: Adopt rate of 3¢ per copy for personal photocopies made on the office copier for staff, volunteers, and trustees.

28. Orange County Bankruptcy Ballots for Accepting or Rejecting the Debtor's Plan of Adjustment

Presentation: Library Director
Recommendation: Authorize the Library Director to submit the affirmative votes of the Library Board of Trustees and sign the acceptance of the Plan of Adjustment for Classes B-12, A-5, B-14, A-20, and C-2, subject to the receipt of an affirmative recommendation from Patrick Shea, Counsel to Orange County Investment Pool. If the affirmative recommendation is not received the Library Director is to bring the ballots back to the Library Board for reconsideration.

28a. Santiago Library System Equipment Grant for Public Internet Access

Presentation: Library Director
Recommendation: Authorize the purchase of 2 LAN computer workstations, the router, and 2 XCP card readers at a cost not to exceed \$13,080.85 with \$6,500.00 to be paid directly by Santiago Library System, \$2,586.00 for the card reader costs to be paid from FUND 702, and the balance, not to exceed \$3,994.85, to be paid from FUND 707.

STAFF REPORTS (Items 29 - 35)

- 29. Program Report for the Month of March 1996. (Program Committee)
- 30. Children's Services Report for the Month of March 1996. (Schneider)
- 31. Publicity Materials produced for the Month of March 1996. (Willauer)
- 32. Placentia Library Literacy Services Report for the Month of March 1996. (Matas)
- 33. Families for Literacy Project Report for the Month of March 1996. (Walters)
- 34. Safety Committee Minutes for March 1996. (Conn)
- 35. Placentia Pride Committee Report for March 1996. (Ammar)

ADJOURNMENT

- 36. Agenda Preparation for the May 21, 1996, Regular Meeting.
- 37. Review of Action Items.

Exhibit 2 to Agenda

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

- 37. Adjourn

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

I, Charlene Dumitru, Administrative Assistant for the Placentia Library District, hereby certify that the Agenda for the April 16, 1996, Regular Meeting of the Library Board of Trustees of the Placentia Library District was posted on Thursday, April 11, 1996.

CALENDAR FOR LIBRARY BOARD OF TRUSTEES

Apr 14-20	National Library Week
Apr 18 (Thur)	Library hosts Chamber of Commerce Reception, 5:30 P.M. (All Trustees)
Apr 25 (Thur)	Friends of the Library Volunteer Workshop and Luncheon, Library Meeting Room, 10:00 A.M. to 2:00 P.M. (Trustees invited for Luncheon)
May 6 (Mon)	Friends of the Library Board Meeting, 7:00 P.M. (Dinsmore)
May 9 (Thur)	Foundation Board of Directors Meeting, 11:30 A.M. (Stark and Shkoler)
May 16-19	Friends of the Library Semi-Annual Booksale
May 21 (Tues)	Library Board Meeting, 7:30 P.M.
Jun 3 (Mon)	Friends of the Library Board Meeting, 7:00 P.M. (Evans)
Jun 15-17	American Booksellers Association, Chicago
Jun 18 (Tues)	Library Board Meeting, 7:30 P.M.
Jul 4-10	American Library Association Annual Conference, New York City
Jul 16 (Tues)	Library Board Meeting, 7:30 P.M.
Aug 9 (Fri)	Foundation Reception for 1995-1996 Donors, Evening. (All Trustees)
Aug 20 (Tues)	Library Board Meeting, 7:30 P.M.
Sep 3 (Tues)	Friends of the Library Board Meeting, 7:00 P.M. (Masters)
Sep 5 (Thur)	Foundation Board of Directors Meeting, 11:30 A.M. (Stark and Shkoler)
Sep 17 (Tues)	Library Board Meeting, 7:30 P.M.
Oct 7 (Mon)	Friends of the Library Board Meeting, 7:00 P.M. (Shkoler)
Oct 13-16	LITA/LAMA National Conference, Pittsburgh, PA
Oct 15 (Tues)	Library Board Meeting, 7:30 P.M.
Nov 4 (Mon)	Friends of the Library Board Meeting, 7:00 P.M. (Stark)
Nov 7 (Thur)	Foundation Board of Directors Meeting, 11:30 A.M. (Stark and Shkoler)
Nov 19 (Tues)	Library Board Meeting, 7:30 P.M.
Dec 2 (Mon)	Friends of the Library Board Meeting, 7:00 P.M. (Dinsmore)
Dec 17 (Tues)	Library Board Meeting, 7:30 P.M.
1997	
Jan 9 (Thur)	Foundation Board of Directors Meeting, 11:30 A.M. (Stark and Shkoler)
Feb 14-20	American Library Association Midwinter Meeting, Washington, D.C.
May 31-Jun 3	American Booksellers Association, Chicago
Jun 26-Jul 3	American Library Association Annual Conference, San Francisco
1998	
Jan 9-15	American Library Association Midwinter Meeting, New Orleans
Jun 25 - Jul 2	American Library Association Annual Conference, Washington, D.C.

**MINUTES
PLACENTIA LIBRARY DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
MARCH 19, 1996**

CALL TO ORDER The Regular Meeting of the Placentia Library District Board of Trustees was called to order on March 19, 1996 at 7:37 P.M. by President Margaret Dinsmore.

ROLL CALL **Members Present:** President Margaret Dinsmore; Secretary Sandra Stark; Trustees Ray Evans, Robin Masters and Al Shkoler; and Library Director Elizabeth Minter.

Members Absent: None

Others Present: Principal Librarian Suad Ammar; Families for Literacy Coordinator Jeannine Walters, and Administrative Assistant Charlene Dumitru;

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

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

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

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

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

BOARD PRESIDENT'S REPORT President Dinsmore reported that she and Trustee Shkoler had attended the California Association of Library Trustees and Commissioners (CALTAC) workshop on March 16, 1996. Dr. Kevin Starr, State Librarian, was the keynote speaker. Trustee Shkoler reported that Anne Lipow, Director of Library Solutions, presented information on Internet Implementation. President Dinsmore also reported that Library Consultant Beverly Simmons spoke about the Constitutional Revision Commission and its possible impact on libraries.

**FRIENDS OF THE
LIBRARY REPORT**

Library Director Minter reported that the Annual Author's Luncheon was very successful. She also reported that upcoming events will include the Annual Membership Meeting on April 15, 1996, a Volunteer Training/Orientation program scheduled for April 25, 1996, and the Friends Annual Book Sale which will be May 16-19, 1996. Director Minter also reported that the purchase agreement for the telephone answering and message system will be signed in the next several weeks.

**SPECIAL DISTRICT
WORKER'S
COMPENSATION
AUTHORITY
REPORT**

Secretary Stark reported that she has been elected as Secretary of the Special Worker's Compensation Authority Board of Directors.

CLAIMS

It was moved by Trustee Shkoler, seconded by Trustee Evans to approve Agenda Items 8 through 11: Nonstandard Claims in the amount of \$27,506.93; Claims forwarded by the Library Director in the amount of \$2,726.48; Current Claims and Payroll in the amount of \$58,132.10; and to authorize the transfer of \$50,000.00 from FUND 706 (Bond Redemption) to FUND 707 (General Fund) to be reversed in May, after the current secured property tax revenues have been received.

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

**FINANCIAL
REPORTS**

It was moved by Trustee Shkoler, seconded by Trustee Masters to receive and file Agenda Items 11 through 18: Financial Reports for February, 1996; County of Orange Investment Pool Portfolio Summaries, as prepared by Salomon Brothers Asset Management, Inc. for February, 1996; Office General Ledger & Check Registers for February, 1996; Acquisitions Report for February, 1996; Overdue Collection Report for February, 1996; Debit Card System Reimbursement Report for February, 1996; and Gifts Report for February, 1996.

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

**GENERAL CONSENT
CALENDAR**

Agenda Item 23, Review of Shared Maintenance Costs with the City of Placentia was deleted from the General Consent Calendar as the invoices from the City of Placentia had not yet been received.

It was moved by Trustee Shkoler, seconded by Secretary Stark to receive Agenda Items 19 through 23: Building Maintenance Report for February, 1996 (Receive & File); Personnel Report for February, 1996 (Receive, File, and Ratify Appointments); Volunteer Report for February, 1996 (Receive & File); and Circulation Report for February, 1996 (Receive & File).

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

**BUDGET AND
LEGISLATIVE
ACTIVITIES**

Library Director Minter reported on recent legislative updates received from Lobbyist Mike Belote of California Advocates. There was no Board Action taken on this item.

**DETERMINATION
OF VOTE FOR
ELECTION OF
SPECIAL DISTRICT
REPRESENTATIVE
TO THE LOCAL
AREA FORMATION
COMMISSION
(LAFCO)**

It was moved by Trustee Shkoler, seconded by Trustee Evans to authorize President Dinsmore to cast the District's vote for the Special District Representative to the Local Area Formation Commission (LAFCO) in favor of Dr. Robert Huntley.

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

**REVISION OF
LIBRARY
ORGANIZATION
CHART**

Library Director Minter discussed recommendations for reorganization of the Library Organization Chart. It was the consensus of the Board to continue this item to the April Meeting.

**REVIEW OF
FAMILIES FOR
LITERACY
PROGRAM**

Principal Librarian Ammar and Families for Literacy Coordinator Walters reported on the Families for Literacy program, including its history, current services offered by the program and number of families served. The Board discussed the merits of continuing the program as it currently operates and reapplying for the Families for Literacy Grant for Fiscal Year 1996-1997, or to incorporate the services offered into the Adult Literacy Program. It was the consensus of the Board to continue this item to the April Meeting.

STAFF REPORTS

It was moved by Secretary Stark, seconded by Trustee Shkoler to receive and file Agenda Items 28 through 34: Program Report for Month of February, 1996; Children's Services Report for Month of February, 1996; Publicity Materials produced for the Month of February, 1996; Placentia Library Literacy Services Report for Month of February, 1996; Families for Literacy Project Report for Month of February, 1996; Safety Committee Minutes for February, 1995; and Placentia Pride Committee Report for February, 1996.

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

**AGENDA
PREPARATION**

Review of Families for Literacy Program
Library Organization Chart

ADJOURNMENT

The Regular Meeting of the Board of Trustees of the Placentia Library
adjourned at 9:20 P.M.

Saundra M. Stark, Secretary

TO: Elizabeth Minter, Library Director
FROM: Cheryl Willauer, Library Assistant
DATE: April 16, 1996
SUBJECT: Friends of the Library Report

The Board of Directors of the Friends of the Library met on Monday, April 1, 1996
Library Assisant Cheryl Willauer attended the Meeting.

The Treasurer's Report showed an account balance of \$4,854.49. The March revenue from the ongoing
booksale was \$725.00.

The Board discussed the Author's Luncheon and all agreed it was a great success. President Irot thanked
everyone for all their help.

Program plans for the Monday, April 15, 1996, National Library Week and Annual Membership Meeting
were finalized. There will be a reception of local authors, recognition of volunteers and readings by local
stars. High tea will be served with members of the Friends providing the goodies.

The Placentia Chamber of Commerce will be having the Mixer on April 19, 1996, at the Library. Volunteers
were requested to help provide the food.

President Irot encouraged all the members to attend the Volunteer Workshop , April 25, 1996. Volunteers
were also requested to help with the luncheon that afternoon.

President Irot informed the Board about the theft of computer chips at the Library and explained the security
measures now in place.

The next Friends Board meeting is scheduled for Monday, May 6, 1996 at 7:00 P.M. President Dinsmore is
scheduled to attend as the Library Board representative.



PLACENTIA LIBRARY DISTRICT
Summary of Nonstandard Claims
April 16, 1996

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

PLACENTIA LIBRARY DISTRICT
Summary of Claims Forwarded by the Library Director
April 16, 1996

DATE	REPORT NO.	AMOUNT
03/26/96	3388	\$3,747.72
04/05/96	3389	2,426.37
TOTAL		<u>\$6,174.09</u>

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

THE COUNTY AUDITOR IS AUTHORIZED TO DRAW
HIS CHECK FROM FUND 703

APPROVED CLAIMS							A C's Use Only	
Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/	Sub Objt/ Rev	Rept Cat	AMOUNT	Doc Number	SC
			BS Acct					
N01074 Southern California Gas Company P.O. Box C Monterey Park, CA 91756	Mar 25, 1996		2800	00		704.60		
N03648A Cascade Drinking Water P.O. Box 9179 Whittier, CA 90608-9179	March 23, 1996 012601		1800	00		24.95		
N03645 CareAmerica 6300 Canoga Avenue Woodland Hills, CA 91367	April 1996		0300	00		2,129.33		
N03752 Pacific Bell Payment Center Van Nuys, CA 91388-0001	March 7, 1996 253-0470		0700	01		141.08		
	March 17, 1996 528-8236		0700	01		19.49		
	March 17, 1996 528-1906		0700	00		134.35		
	March 17, 1996 528-6022		0700	08		15.45		
						310.37		
N04626 AMS Contracts 11 Chesterfield Mission Viejo, CA 92670	Feb. 19, 1996 2486		1400	00		448.00		
N0503A A T & T P.O. Box 10192 Van Nuys, CA 91410-0192	March 4, 1996 524-9784		0700	01		10.32		
N06686 Office Depot P.O. Box 660337, Dept. 80 Dallas, TX 75266-0337	March 15, 1996		1800	00		120.15		

PLEASE PAY IMMEDIATELY

The claims listed above (totaling \$ 3,747.72) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.


APPROVED BY

COUNTERSIGNED BY

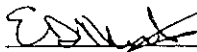
ATTESTED AND/OR COUNTERSIGNED BY

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

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

APPROVED CLAIMS							A C's Use Only	
Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Obj/ Rev/ BS Acct	Sub Obj/ Rev	Rept Cat	AMOUNT	Doc Number	SC
N03752 Pacific Bell Payment Center Van Nuys, CA 91388-0001	March 19, 1996		0700	01		24.42		
	March 19, 1996		0700	01		88.17		
						112.59		
N03650 Kinkos A/R Program P.O. Box 8033 Ventura, CA 93002-8033	March 25, 1996		1800	00		19.40		
	Apr 4, 1996		1800	08		359.02		
						378.42		
N05030 A T & T P.O. Box 10103 Van Nuys, CA 91410-0103	March 16, 1996		0700	00		8.43		
	March 18, 1996		0700	01		5.00		
	March 16, 1996		0700	01		46.47		
						59.90		
N06555 Principal Mutual P.O. Box 10328 Des Moines, IA 50306	March 22, 1996		0300	00		400.60		
N06965 Paychex P.O. Box 25159 Santa Ana, CA 92799-5159	Feb. 29, 1996		1900	00		277.84		
	March 28, 1996		1900	00		163.00		
						440.84		
N09141 Dick's Lock & Safe 602 W. Chapman #F Placentia, CA 92670	March 26, 1996		1400	00		1,034.02		

The claims listed above (totaling \$ 2,426.37) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.


APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY



PLACENTIA LIBRARY DISTRICT
 Current Claims and Payroll
 April 16, 1996

TYPE	REPORT NUMBER	AMOUNT
Immediately	3390	3,290.28
Subtotal for Immediately		3,290.28
Regular	3391	9,819.84
	3392	1,044.19
	3393	3,366.93
Subtotal for Regular		14,230.96
TOTAL CURRENT CLAIMS		17,521.24
Payroll	3394	22,085.00
	3395	22,085.00
	3396	22,085.00
Subtotal for Payroll		66,255.00
	TOTAL	83,776.24

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 04/16/96
REPORT NO 3390

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

THE COUNTY AUDITOR IS AUTHORIZED TO DRAW
HIS CHECK FROM FUND 703

APPROVED CLAIMS							A C's Use	Only
Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	Doc Number	SC
N03650 Kinko's Customer Admin. Service P.O. Box 8033 Ventura, CA 93002-8033	004002073221		1800	00		5.33		
N03752 Pacific Bell Payment Center Van Nuys, CA 91388-0001	Apr 3, 1996 996-2865		0700	01		16.60		
	April 7, 1996 253-0470		0700	01		141.33		
	April 4, 1996 524-9784		0700	01		16.33		
	April 4, 1996 524-8408		0700	08		26.21		
						200.47		
N05030 A T & T P.O. Box 10192 Van Nuys, CA 91410-0192	April 4, 1996 524-9784		0700	01		5.15		
N03645 CareAmerica 6300 Canoga Avenue Woodland Hills, CA 91367-2555	May, 1996		0300	00		2,129.33		
N06785 Hector Vargas Cleaning 318 Capistrano Placentia, CA 92670	N06785 April 4, 1996		1400	00		950.00		

The claims listed above (totaling \$ 3,290.28) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

Page Total

3,290.28

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

THE COUNTY AUDITOR IS AUTHORIZED TO DRAW
HIS CHECK FROM FUND 703

APPROVED CLAIMS							A.C.'s Use Only	
Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/	Sub Objt/ Rev	Rept Cat	AMOUNT	Doc Number	SC
			BS Acct					
N01035 City of Placentia 401 E. Chapman Avenue Placentia, CA 92670	March 21, 1996							
		53600	2800	00		3,739.72		
			1400	00		1,891.03		
	March 21, 1996							
		53599	1900	00		1,712.25		
			1900	09		570.75		
						7,913.75		
N01889 Connect, Inc. 515 Ellis Street Mt. View, CA 94043-2242	March 30, 1996							
		960314495	0700	08		11.25		
N03653 Bear State 3548 Enterprise Drive Anaheim, CA 92807-1640 (note new address)	February 13, 1996							
		38914	1400	00		127.00		
	March 26, 1996							
		39078	1400	00		117.42		
						244.42		
N03656 Pacific Clippings P.O. Box 11789 Santa Ana, CA 92711	March 29, 1996							
		332	1900	00		32.71		
N03660 Elizabeth Minter c/o Placentia Library District 411 E. Chapman Avenue Placentia, CA 92670	April, 1996							
			0900	09		16.77		
			1300	00		459.98		
			1300	08		517.16		
			1800	00		372.19		
			1800	09		11.61		
			1803	00		10.70		
			2700	01		40.00		
			2700	02		70.85		
			2700	07		20.00		
					1,519.26			
N03660A Elizabeth Minter 539 Gardenia Placentia, CA 92670								
			2700	00		98.45		

The claims listed above (totaling \$ 9,819.84) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

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

THE COUNTY AUDITOR IS AUTHORIZED TO DRAW
HIS CHECK FROM FUND 703

APPROVED CLAIMS							A C's Use	Only
Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	Doc Number	SC
N03742 MobileComm 101 South First Street, STE 300 Burbank, CA 91502	April 5, 1996 91215610496		0700	01		16.46		
N03833B Brodart Automation P.O. Box 3488 Williamsport, PA 17705	March 28, 1996 A22353		0700	05		423.82		
N06556 Continental Casualty Co. Special Risks - Kansas City P.O. Box 95033 Chicago, IL 60694	April 16, 1996		0300	00		222.81		
N06557 Care Resources, Inc. 9550 Warner Avenue, STE 228 Fountain Valley, CA 92708	April, 1996		1900	00		35.00		
N06619A Orange County Fire Authority P.O. Box 1828 Orange, CA 92668-0828	March 25, 1996		3700	00		181.00		
N06671 MD Medical Clinics P.O. Box 66012 Anaheim, CA 92816-0612	April 1, 1996		1900	00		52.50		
N06902 New Readers Press Box 888 Syracuse, NY 13210-0888	March 15, 1996 726533		1800	08		75.40		
N09212 Cheryl Willauer 411 E. Chapman Avenue Placentia, CA 92670	February, 1996		2700	01		37.20		

The claims listed above (totaling \$ 1,044.19) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 04/16/96
REPORT NO 3393

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

THE COUNTY AUDITOR IS AUTHORIZED TO DRAW
HIS CHECK FROM FUND 703

APPROVED CLAIMS							A C's Use Only	
Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	Doc Number	SC
N09213 VSE Electrical Contractors 440 Crowther Ave. Placentia, CA 92670	March 13, 1996 10653		1400	00		725.00		
N13176 Advanced Inter Systems 1190 N. Tustin Anaheim, CA 92807	March 25, 1996 37201 April 4, 1996 37244 March 12, 1996 37148		1300	00		215.50 211.85 <u>269.38</u> 696.73		
Evelyn Renner Literacy Consultant P.O. Box 4938 Anaheim, CA 92803-4938	Jan 24, 1996 1352		1900	09		500.00		
Cogix Corporation 223 Anselmo Ave., STE 5 San Anselmo, CA 94960	A 26315		1800	08		58.93		
TIE Communications 18902 Bardeen Avenue Irvine, CA 92715	March 27, 1996 70037566		1300	00		130.00		
C N C Network Services 1800 E. Miraloma Ave., STE B Placentia, CA 92670	April 1, 1996 3744		1300	00		641.43		
Kaleidoscope Publications 213 W. Alameda Ave, STE 103 Burbank, CA 91502	March 27, 1996 00556		1900	00		350.00		
N03845 Marshall Cavendish P.O.Box 2001 Tarrytown, NY 10591-9001	Feb. 20, 1996 R 327811		2400	01		140.93		
N06771 The H.W. Wilson Co. 950 University Avenue Bronx, NY 01452	March 12 1996 98030876		2400	01		123.91		

The claims listed above (totaling \$ 3,366.93) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY _____

COUNTERSIGNED BY _____

ATTESTED AND/OR COUNTERSIGNED BY _____

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 04/16/96
REPORT NO 3394

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

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

APPROVED CLAIMS							A C's Use Only	
Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	Doc Number	SC
BANK OF AMERICA Placentia Branch 760 for the Placentia Library Account # 07605-80156 Route # 121000358	Apr. 16, 1996 Pay # 9 Apr 12, 1996 Apr 25, 1996		0100	00		20,515.00		
	FICA		0200	00		<u>1,570.00</u> 22,085.00		
PLEASE WIRE ON THURSDAY, April 25, 1996								

The claims listed above (totaling \$ 22,085.00) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY _____

COUNTERSIGNED BY _____

ATTESTED AND/OR COUNTERSIGNED BY _____

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

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

APPROVED CLAIMS							A C's Use Only	
Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	Doc Number	SC
BANK OF AMERICA Placentia Branch 760 for the Placentia Library Account # 07605-80156 Route # 121000358	Apr. 16, 1996 Pay # 10 Apr 26, 1996 May 9, 1996		0100	00		20,515.00		
	FICA		0200	00		<u>1,570.00</u> 22,085.00		
PLEASE WIRE ON THURSDAY, May 9, 1996								

The claims listed above (totaling \$ 22,085.00) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY _____ COUNTERSIGNED BY _____ ATTESTED AND/OR COUNTERSIGNED BY _____

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

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

APPROVED CLAIMS							A C's Use	Only
Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Obj/ Rev/ BS Acct	Sub Obj/ Rev	Rept Cat	AMOUNT	Doc Number	SC
BANK OF AMERICA Placentia Branch 760 for the Placentia Library Account # 07605-80156 Route # 121000358	Apr. 16, 1996 Pay # 11		0100	00		20,515.00		
	May 10, 1996 May 23, 1996							
	FICA		0200	00		1,570.00 22,085.00		
PLEASE WIRE ON THURSDAY, May 23, 1996								

The claims listed above (totaling \$ 22,085.00) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

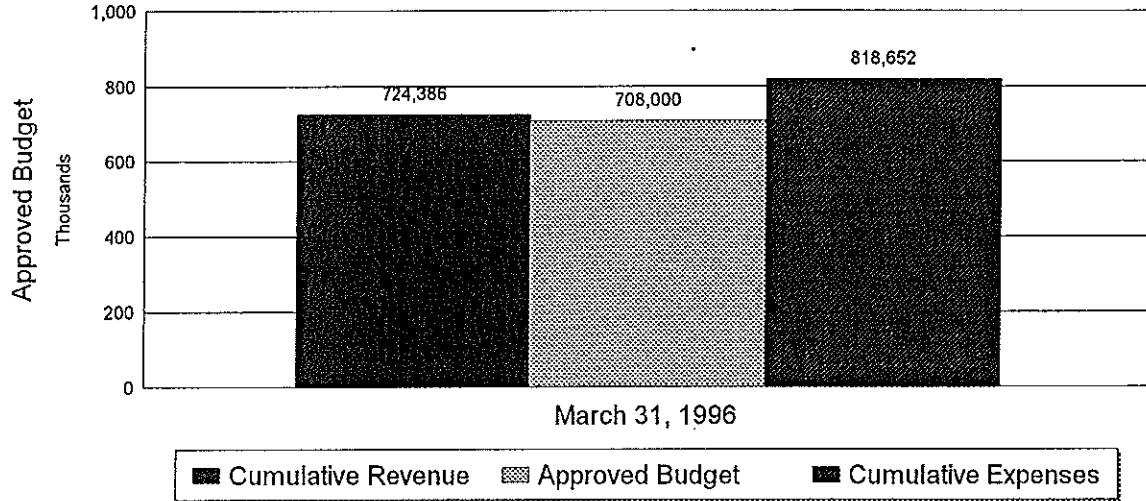
APPROVED BY _____

COUNTERSIGNED BY _____

ATTESTED AND/OR COUNTERSIGNED BY _____

PLACENTIA LIBRARY DISTRICT

Fiscal Year 1995-1996 General Fund Cash Flow



PLACENTIA LIBRARY DISTRICT
REVENUE REPORT FOR FUND 707
(Prepared from the Orange County Auditor's Report)
April 16, 1996

OBJECT CODE	DESCRIPTION	FY 1995-96 BUDGETED	FY 1995-96 YTD	FY 1994-95 YTD	FY 1995-96 MAR 1996	FY 1994-95 MAR 1995	FY94 YTD % OF BUD
6210-00	Prop. Taxes - current secured	700,000.00	418,509.78	427,065.09	53,425.74	56,600.89	59.79%
6210-01	Public Utility	25,000.00	12,542.51	12,598.32	0.00	0.00	50.17%
6210-04	Treter Plan - current delinquent		0.00	0.00	0.00	0.00	
	TOTAL PROP. TAXES - CURRENT SECURED	725,000.00	431,052.29	439,663.41	53,425.74	56,600.89	59.46%
6220	PROP. TAXES - CURRENT UNSECURED	50,000.00	45,448.68	44,327.82	0.00	0.00	90.90%
6230-00	Prop. Taxes - Prior Secured	53,000.00	19,026.24	(269.26)	0.00	0.00	
6230-01	Prior year's secured final apportionment	0.00	3,448.47	7,532.49	0.00	0.00	
6230-02	Secured prior years	0.00	0.00	0.00	0.00	0.00	
6230-03	Tax deed land sales	0.00	0.00	0.00	0.00	0.00	
6230-04	Treter Plan buyout - FY 1993-1994 only	0.00	0.00	0.00	0.00	0.00	
6230-10	Release of impounds	0.00	0.00	0.00	0.00	0.00	
6230-11	(1994 ERAF Refund)	0.00	0.00	0.00	0.00	0.00	
	TOTAL PROP. TAXES - PRIOR SECURED	53,000.00	22,474.71	7,263.23	0.00	0.00	42.41%
6240	TOTAL PROP. TAXES PRIOR UNSECURED	500.00	0.00	378.37	0.00	0.00	
6250	TAXES - SPECIAL DISTRICT AUGMENTATION	0.00	0.00	0.00	0.00	0.00	
6260	PENALTIES & COSTS ON DELINQUENT TAXES	0.00	0.00	0.00	0.00	0.00	
6280-00	Property taxes current supplemental	8,500.00	7,100.98	1,908.66	0.00	0.00	83.54%
6280-01	Final supplemental for prior years	0.00	396.78	108.22	0.00	0.00	
	TOTAL PROP. TAXES SUPPLEMENTAL - CURRENT	8,500.00	7,497.76	2,016.88	0.00	0.00	
6300	PROP. TAXES SUPPLEMENTAL - PRIOR	2,500.00	430.23	2,312.00	0.00	0.00	17.21%
6540	PENALTIES & COSTS ON DELINQUENT TAXES	0.00	398.88	0.00	0.00	0.00	
	TOTAL TAXES	839,500.00	507,302.55	495,961.71	53,425.74	56,600.89	60.43%
6610-00	Interest	25,000.00	12,536.09	6,722.46	2,140.88	0.00	50.14%
6610-01	Interest - old bond fund	0.00	0.00	0.00	0.00	0.00	
6610-23	Interest on impounded taxes released	0.00	0.00	0.00	0.00	0.00	
	TOTAL INTEREST	25,000.00	12,536.09	6,722.46	2,140.88	0.00	50.14%
6690	STATE - HOMEOWNER PROP TAX RELIEF	15,500.00	7,699.73	7,326.01	0.00	0.00	49.68%
6970-00	State - ILL & Direct Loan Reimbursement	19,000.00	16,827.80	8,043.93	3,226.13	0.00	88.57%
6970-01	State - CA Foundation Funds	16,000.00	15,986.00	0.00	15,986.00	0.00	99.91%
6970-02	State - CA Literacy Campaign	10,000.00	8,391.00	0.00	0.00	0.00	83.91%
6970-03	State - Family Literacy	20,000.00	10,088.90	11,500.00	0.00	0.00	50.44%
6970-04	State - Dept of Education 321 Grant	10,000.00	1,381.00	3,294.00	0.00	0.00	
6970-05	State - LSCA II Grant	0.00	0.00	0.00	0.00	0.00	
697-007	State - Timber Yield Apport	0.00	151.81	0.00	151.81	0.00	
	TOTAL STATE - OTHER GOVERNMENTAL	75,000.00	52,826.51	22,837.93	19,363.94	0.00	70.44%
7130-00	BANKRUPTCY RECOVERY DISTRIBUTIONS	5,000.00	0.00	0.00	0.00	0.00	
7670-00	LOCAL REVENUE	34,000.00	24,021.36	10,540.28	2,503.97	0.00	70.65%
7680	6-MONTH EXPIRED (OUTLAWED) CHECKS	0.00	0.00	(762.13)	0.00	0.00	
7810	TRANSFER FROM OTHER LIBRARY FUNDS	0.00	120,000.00	0.00	50,000.00	0.00	
	FUND 707 TOTAL	994,000.00	724,386.24	542,626.26	127,434.53	56,600.89	72.88%

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
April 16, 1996

OBJECT CODE	DESCRIPTION	FY 1995-96 BUDGETED	FY 1995-96 YTD	FY 1994-95 YTD	FY 1995-96 MAR 1996	FY 1994-95 MAR 1995	FY 94 YTD % OF BUD
0100	Salaries & Wages	512,844.00	406,420.43	393,674.00	41,030.00	35,364.00	79.25%
0200	Retirement	72,746.00	63,009.67	63,781.90	3,140.00	2,708.34	86.62%
	Health Insurance/Care America	21,688.00	11,921.70	14,770.02	(\$39.44)	3,308.23	54.97%
	Long Term Disability	2,462.00	1,927.78	1,869.03	650.61	415.34	78.30%
	Vision Service Plan	1,934.00	1,200.33	918.39	283.50	233.40	62.06%
	Dental	4,295.00	3,605.40	3,675.86	400.60	762.16	83.94%
0300	Total Employee Insurance	30,379.00	18,655.21	20,633.30	795.27	4,939.13	61.41%
0310	Unemployment Insurance	1,000.00	0.00	324.46	0.00	0.00	0.00%
0350	Workers Compensation - General	3,800.00	4,479.00	2,898.00	1,391.00	966.00	117.87%
	TOTAL SALARIES & EMPLOYEE BENEFITS	620,769.00	492,564.31	481,311.66	46,336.27	43,974.47	79.35%
0700-00	Communications - Telephone	3,000.00	1,146.72	1,350.69	172.60	303.23	38.22%
0700-01	Communications - Modem/Fax	1,800.00	2,584.03	2,079.66	278.51	570.96	
0700-02	Communications - Internet/Database	500.00	437.14	418.65	0.00	22.60	
0700-05	Communications - Cataloging & Acquisitions Vendor	5,500.00	3,363.23	4,048.73	1,244.13	1,334.39	
0700-07	Communications - 321 Grant	135.00	147.92	35.18	22.19	15.45	
0700-08	Communications - Adult Literacy	575.00	220.97	455.71	0.00	72.42	38.43%
	Total Communications	11,510.00	7,900.01	8,338.62	1,717.43	2,319.75	68.64%
0900-00	Food - General Fund	100.00	78.48	147.33	9.32	0.00	78.48%
0900-07	Food - 321 Grant	50.00	0.00	0.00	0.00	0.00	
0900-08	Food - Adult Literacy	50.00	0.00	30.43	0.00	0.00	
0900-09	Food - Family Literacy	50.00	112.52	22.36	52.14	15.37	
	Total Food	250.00	191.00	200.12	61.66	15.37	76.40%
1000-00	Household Expense	3,500.00	3,264.94	2,168.53	1,001.99	382.58	93.28%
1100-00	Insurance	15,500.00	2,692.13	11,829.75	0.00	11,829.75	17.37%
1300-00	Maintenance of Equipment - General Fund	8,000.00	5,950.26	4,466.03	3,692.71	80.00	74.38%
1300-07	Maintenance of Equipment - 321 Grant	0.00	0.00	0.00	0.00	0.00	
1300-08	Maintenance of Equipment - Adult Literacy	1,000.00	0.00	909.00	0.00	0.00	
1300-09	Maintenance of Equipment - Family Literacy	0.00	0.00	0.00	0.00	0.00	
	Total Maintenance of Equipment	9,000.00	5,950.26	5,435.03	3,692.71	80.00	74.38%

04/13/96

Expenditure Report

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report
April 16, 1996)

OBJECT CODE	DESCRIPTION	FY1995-96 BUDGETED	FY1995-96 YTD	FY1994-95 YTD	FY1995-96 MAR 1996	FY1994-95 MAR 1995	FY94 YTD % OF BUD
1400-00	HVAC	3,600.00	5,346.34	1,921.14	1,716.75	117.42	149.62%
	Carpet Cleaning	1,500.00	0.00	800.00	0.00	0.00	0.00%
	Groundskeeping, City of Placentia	24,000.00	13,238.42	15,036.82	3,513.24	1,585.60	55.58%
	Plumbing	750.00	110.00	0.00	0.00	0.00	14.67%
	Electrical	3,740.00	2,199.00	3,061.71	1,211.00	810.00	58.80%
	Cleaning Service	11,700.00	8,550.00	8,550.00	1,900.00	1,900.00	73.08%
	Locksmith	200.00	163.18	0.00	0.00	0.00	81.59%
	Other	500.00	7,137.29	3,318.07	891.29	239.59	1427.46%
	Total Maintenance of Building & Grounds	45,990.00	36,884.23	33,287.74	9,232.28	4,632.61	80.20%
1600-00	Memberships - General Fund	2,400.00	2,020.65	1,965.00	54.00	50.00	84.19%
1600-07	Memberships - 321 Grant	0.00	135.00	0.00	0.00	0.00	
1600-08	Memberships - Adult Literacy	150.00	238.00	135.00	0.00	0.00	
1600-09	Memberships - Family Literacy	0.00	0.00	0.00	0.00	0.00	
	Total Memberships	2,550.00	2,293.65	2,100.00	54.00	50.00	93.87%
1700-00	Miscellaneous Expense - General Fund	0.00	(702.50)	0.00	0.00	0.00	
1700-07	Miscellaneous Expense - 321 Grant	0.00	0.00	0.00	0.00	0.00	
1700-08	Miscellaneous Expense - Adult Literacy	0.00	0.00	0.00	0.00	0.00	
1700-09	Miscellaneous Expense - Family Literacy	0.00	0.00	0.00	0.00	0.00	
	Total Miscellaneous Expense	0.00	(702.50)	0.00	0.00	0.00	
1800-00	Library Supplies	6,000.00	7,116.87	3,562.05	81.97	438.72	118.61%
	Printing	9,000.00	2,028.60	6,941.10	67.76	1,584.62	22.54%
	EZ Copy - copy cards for sale to patrons	0.00	0.00	0.00	0.00	0.00	
	Publications	1,000.00	892.98	564.67	172.00	0.00	89.30%
	Paper	900.00	551.07	582.26	0.00	141.41	61.23%
	Drinking Water Service	300.00	224.55	224.55	24.95	49.90	74.85%
	Other Office Supplies	5,500.00	3,657.94	4,569.79	391.25	485.09	66.51%
	Total Office Supply Expense - General Fund	22,700.00	14,472.01	16,444.42	737.93	2,699.74	63.75%
1800-07	Literacy Dept Educ 321 Grant Supply Expense	0.00	0.00	0.00	0.00	0.00	
	Printing	3,000.00	686.60	2,442.11	0.00	538.63	22.89%
	Publications	2,100.00	2,488.42	1,582.86	0.00	0.00	
	Paper	50.00	0.00	0.00	0.00	0.00	
	Other Office Supplies	350.00	1,229.67	173.48	0.00	0.00	
	Total Adult Literacy Office Supply Expense	5,500.00	4,404.69	4,198.45	0.00	538.63	80.09%
1800-09	Family Literacy Supply Expense	6,000.00	2,237.21	1,851.68	796.61	101.53	37.29%
	Total Office Expense	34,200.00	21,113.91	22,494.55	1,534.54	3,339.90	61.74%

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
April 16, 1996

OBJECT CODE	DESCRIPTION	FY 1995-96 BUDGETED	FY 1995-96 YTD	FY 1994-95 YTD	FY 1995-96 MAR 1996	FY 1994-95 MAR 1995	FY 94 YTD % OF BUD
1803-00	Postage Expense - General Fund	1,800.00	482.07	1,233.18	30.84	257.30	22.34%
1803-04	Postage Expense - LSCA II Grant	100.00	0.00	19.95	0.00	0.00	0.00%
1803-08	Postage Expense - Adult Literacy	300.00	32.00	150.42	0.00	82.56	10.67%
1803-09	Postage Expense - Family Literacy	150.00	0.00	114.84	0.00	0.00	0.00%
	Total Postage Expense	2,350.00	434.07	1,518.39	30.84	339.86	18.47%
	Care Resources (Employee Assistance)	630.00	280.00	175.00	70.00	70.00	43.08%
	Pension Contribution & Operating Expenses	5,800.00	3,978.94	4,841.41	743.34	673.23	68.60%
	Anaheim Library Automated System	40,000.00	37,377.87	647.83	0.00	0.00	93.44%
	Clipping Service	400.00	294.39	294.39	65.42	32.71	73.60%
	Tax Collection Services & Fees by Orange County	175.00	242.16	138.85	60.18	0.00	138.38%
	Advertising	200.00	115.20	47.97	0.00	0.00	57.60%
	Medical Exams	750.00	95.00	380.00	0.00	95.00	12.67%
	Collection Services - Accounts Receivable	3,700.00	0.00	3,700.00	0.00	3,700.00	0.00%
	Audit	3,750.00	2,950.00	3,255.00	0.00	0.00	78.67%
	Payroll Preparation	2,500.00	1,581.79	1,802.77	0.00	287.95	63.27%
	Election Expenses	0.00	0.00	0.00	0.00	0.00	0.00%
	Staff Training in Library	0.00	0.00	0.00	0.00	0.00	0.00%
	Other (including OCIP Settlement Allocations)	3,000.00	481.66	1,993.70	18.00	648.66	16.06%
	Total Specialized Services - General Fund	60,925.00	47,397.01	17,276.92	956.94	5,507.55	77.80%
1900-00	Specialized Services - LSCA II Grant	0.00	1,489.14	10,574.71	0.00	0.00	0.00%
1900-07	Specialized Services - 321 Grant	0.00	0.00	0.00	0.00	0.00	0.00%
1900-08	Specialized Services - Adult Literacy	2,750.00	788.11	1,965.01	684.61	259.26	28.66%
1900-09	Specialized Services - Family Literacy	5,500.00	47.50	95.00	0.00	0.00	0.86%
1900-18	Tax Collection Services & Fees by Orange County	2,000.00	1,191.25	1,210.90	133.56	141.50	59.56%
	Total Specialized Services	71,175.00	50,913.01	31,122.54	1,775.11	5,908.31	71.53%
2000-00	Legal Notices - General Fund	500.00	112.50	141.75	0.00	141.75	22.50%
2000-01	Legal Notices - LSCA II Grant	750.00	0.00	0.00	0.00	0.00	0.00%
	Total Legal Notices	1,250.00	112.50	141.75	0.00	141.75	9.00%
2100-00	Rentals/Leases-Equipment	0.00	0.00	0.00	0.00	0.00	0.00%
2200-00	Semi-Annual Bond Payment	35,900.00	35,900.00	35,900.00	35,900.00	0.00	100.00%
2300-00	Small Tools/Instruments	0.00	0.00	0.00	0.00	0.00	0.00%

04/13/96

Expenditure Report

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
April 16, 1996

OBJECT CODE	DESCRIPTION	FY1995-96 BUDGETED	FY1994-95 YTD	FY1995-96 YTD	FY1994-95 YTD	FY1995-96 MAR 1996	FY1994-95 MAR 1995	FY94 YTD % OF BUD
2400-00	Special Department Expense - Miscellaneous	100.00	2,552.97	0.00	91.67	0.00	83.67	2552.97%
2400-01	Special Department Expense - Books	24,056.00	11,774.84	2,522.97	36,858.23	60.00	5,288.98	46.99%
2400-02	Special Department Expense - Video	2,000.00	243.00	0.00	0.00	0.00	0.00	12.15%
2400-03	Special Department Expense - Electronic	25,000.00	22,476.65	5,622.38	9,207.16	39.06	620.99	94.49%
2400-04	Special Department Expense - Periodicals	5,000.00	4,724.48	0.00	0.00	595.00	0.00	16.80%
2400-05	Special Department Expense - Audio	3,000.00	303.90	0.00	215.34	0.00	0.00	
2400-07	Special Department Expense - 321 Grant	0.00	0.00	0.00	1,381.15	0.00	309.40	
2400-08	Special Department Expense - Adult Literacy	500.00	0.00	0.00	715.59	0.00	0.00	0.00%
2400-09	Special Department Expense - Family Literacy	61,156.00	42,275.84	3,217.03	6,303.04	0.00	6,303.04	69.13%
	Total Special Department Expense							
2600-00	Transportation/Travel - General	0.00	0.00	0.00	0.00	0.00	0.00	
2700-00	Transportation/Travel - Meetings, Staff Out of Town	0.00	1,187.50	0.00	6,489.33	0.00	1,015.04	ERR
2700-01	Transportation/Travel - Meetings, Staff Local	2,000.00	1,738.59	750.00	1,004.34	0.00	252.00	
2700-02	Transportation/Travel - Meetings, Board Out of Town	750.00	203.34	0.00	0.00	0.00	0.00	
2700-03	Transportation/Travel - Meetings, Board Local	500.00	275.00	0.00	699.00	0.00	0.00	
2700-04	Transportation/Travel - Meetings, LSCA II Grant	0.00	0.00	0.00	0.00	0.00	0.00	
2700-07	Transportation/Travel - Meetings, 321 Grant	2,750.00	1,630.51	856.23	1,692.36	0.00	445.00	10.57%
2700-08	Transportation/Travel - Meetings - Adult Literacy	500.00	52.83	0.00	26.00	0.00	20.00	14.10%
2700-09	Transportation/Travel - Meetings - Family Literacy	200.00	28.19	0.00	68.00	0.00	0.00	76.36%
	Total Transportation/Travel - Meetings	6,700.00	5,116.16	1,606.23	9,976.03	0.00	1,732.04	
	Electricity	58,000.00	36,507.80	6,853.95	37,488.22	6,853.95	3,584.55	62.94%
	Gas	3,075.00	1,927.18	1,660.28	1,660.28	731.30	461.60	62.67%
	Water	1,925.00	1,512.32	29.77	1,460.09	80.62	80.62	78.56%
	Total Utilities	63,000.00	39,947.30	7,615.02	40,617.59	7,615.02	4,126.77	63.41%
2800-00	TOTAL SUPPLIES & SERVICES	364,031.00	254,386.51	259,271.16	41,221.73	67,438.84	41,221.73	69.88%
3700-00	Taxes, Assessments (Sales Tax)	1,200.00	973.00	973.00	1,103.00	973.00	1,103.00	81.08%
4000-00	Equipment - General Fund	8,000.00	727.81	727.81	4,179.84	727.81	0.00	
4000-07	Equipment - 321 Grant	0.00	0.00	0.00	0.00	0.00	0.00	
4000-08	Equipment - Adult Literacy	0.00	0.00	0.00	2,150.05	0.00	0.00	
4000-09	Equipment - Family Literacy	0.00	0.00	0.00	0.00	0.00	0.00	
4000-11	Equipment - County Assigned Fund	8,000.00	727.81	727.81	6,329.89	727.81	0.00	9.10%
	Total Equipment							
4200-00	Structures/Improvements	0.00	0.00	0.00	0.00	0.00	0.00	
4807	TOTAL EQUIPMENT EXPENSE	8,000.00	727.81	727.81	6,329.89	727.81	0.00	9.10%
5600	OPERATING TRANSFER TO ANOTHER DISTRICT FUND	0.00	70,000.00	0.00	0.00	0.00	0.00	
	INVESTMENT POOL LOSS	0.00	0.00	0.00	0.00	0.00	0.00	
	TOTAL EXPENSES	994,000.00	818,651.63	115,495.92	748,015.71	115,495.92	86,299.20	75.32%
	EXPENSES WITHOUT FUND TRANSFER	994,000.00	748,651.63	115,495.92	748,651.63	115,495.92	86,299.20	75.32%

Salomon Brothers
Asset Management Inc
Seven World Trade Center
New York, New York 10048
212-783-7000

Salomon Brothers

April 2, 1996

Dear Pool Participant:

It was a disappointing quarter for the U.S. fixed-income market, but money market eligible securities posted positive returns, handily outperforming securities with longer maturities. Ironically, the first quarter began on a positive note as investors, noting the preponderance of soft economic and low inflation data, correctly anticipated the Federal Reserve's quarter-point cut of the Federal Funds and discount rates at the January Federal Open Market Committee meeting, despite the lack of a balanced-budget resolution in Washington. The Fed's January action, however, proved to be the high point of the quarter.

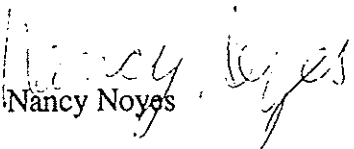
On February 20, Fed Chairman Greenspan's upbeat Humphrey-Hawkins testimony forced investors to reconsider their expectations for future Fed easing, sending longer-dated fixed-income security prices lower. Those hoping for a rebound in prices were severely disappointed, as the Bureau of Labor Statistics reported stronger-than-expected gains in employment on March 8. The 705,000 gain in February nonfarm payrolls delivered a crippling blow to investor psychology, causing the market to trade decisively lower. By the end of quarter, all easing expectations had been priced out of the market, and the money market yield curve had become positively sloped.

The average aggregate maturity of the portfolios was reduced to 32 days at the end of March versus 41 days at the end of February. The portfolios were shortened due to our more cautious stance on the market, and in order to take advantage of higher short-term rates going into the quarter-end period.

Sincerely,



Steve Guterman



Nancy Noyes

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

- *All investments are in Treasury and agency securities, high-grade commercial paper, certificates of deposit, US Treasury securities and bankers acceptances.
- *Maturities range from April 1, 1996 through August 29, 1996
- *35 days average maturity
- *0.45% average portfolio monthly return
- *5.35% average investment's annualized monthly yield
- *\$49 million in portfolio investments

Maturity Schedule (in million dollars)		Issuer Breakdown (in million dollars)	
Date	Amount	Issuer	Amount
4/1/96	\$9	Agency Securities	
4/5/96	1	FHLB	\$4
4/8/96	2	FHLMC	4
4/9/96	2	FNMA	1
4/12/96	1	Bankers Acceptance	
4/15/96	1	ABN Amro	\$2
4/16/96	2	Bankers Trust	1
4/18/96	1	Bank of Tokyo	1
4/19/96	1	Chase Manhattan Bank	1
4/22/96	2	Morgan Guaranty Trust	1
4/24/96	1	Republic Bank	1
4/25/96	3	Commercial Paper	
4/26/96	4	Bell Atlantic Financial	\$2
4/29/96	1	Chevron Oil Finance	1
4/30/96	2	Commercial Credit	1
5/6/96	4	Daimler Benz	1
5/9/96	1	Ford Motor Credit	1
5/14/96	1	Goldman Sachs Group	1
5/16/96	2	Hewlett Packard	1
5/22/96	1	JC Penney Funding	1
6/6/96	1	PHH Corporation	1
8/5/96	2	Transamerica Finance	1
8/7/96	1	Xerox Corporation	2
8/15/96	2	Certificates of Deposit	
8/29/96	1	Bayer Hypo Bank	\$2
		Bayerische Landesbank	1
		Banque Nationale De Paris	1
		Canadian Imperial Bank	2
		Commerzbank	2
		Deutsche Bank	1

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

- *All investments are in Treasury and agency securities, high-grade commercial paper, certificates of deposit, US Treasury securities and bankers acceptances.
- *Maturities range from April 1, 1996 through August 29, 1996
- *35 days average maturity
- *0.45% average portfolio monthly return
- *5.35% average investment's annualized monthly yield
- *\$49 million in portfolio investments

Maturity Schedule (in million dollars)		Issuer Breakdown (in million dollars)	
Date	Amount	Issuer	Amount
		Dresdner Bank	1
		Norddeutsche Landesbank	1
		Societe Generale	1
		US Treasury Securities	
		US Treasury Note	\$2
		Treasury Collateralized O/N	\$6

County of Orange
Pre Bankruptcy Portfolio - 274
Investment Pool Portfolio Summary
March 31, 1996

- *All investments are in Treasury and agency securities and high-grade commercial paper
- *Maturities range from April 1, 1996 through June 5, 1996
- *19 days average maturity
- *0.45% average portfolio monthly return
- *5.33% average investment's annualized monthly yield
- *\$3.7 million in portfolio investments

Maturity Schedule (in million dollars)		Issuer Breakdown (in million dollars)	
Date	Amount	Issuer	Amount
4/1/96	\$1.4	Agency Securities	
4/9/96	0.1	FNMA	\$0.5
4/10/96	0.5	FHLMC	0.8
4/18/96	0.2	FHLB	0.5
4/24/96	0.1	Commercial Paper	
4/25/96	0.1	AIG Funding	\$0.1
4/26/96	0.3	Anheuser-Busch Company	0.1
4/29/96	0.5	Bell Atlantic Financial Services	0.1
6/5/96	0.5	Ford Motor Credit	0.1
		PHH Corporation	0.1
		Treasury Collateralized O/N	\$1.4

County of Orange
Pre Bankruptcy Portfolio - 683
Investment Pool Portfolio Summary
March 31, 1996

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

*Maturities range from April 1, 1996 through September 24, 1996

*33 days average maturity

*0.46% average portfolio monthly return

*5.41% average investment's annualized monthly yield

*\$1.132 billion in portfolio investments

Maturity Schedule (in million dollars)		Issuer Breakdown (in million dollars)	
Date	Amount	Issuer	Amount
4/1/96	\$302	Agency Securities	
4/4/96	38	FHLB	\$50
4/5/96	34	FNMA	63
4/8/96	13	FHLMC	85
4/9/96	32	Bankers Acceptances	
4/10/96	25	ABN Amro	\$5
4/11/96	37	Bankers Trust	17
4/12/96	58	Chase Manhattan Bank	10
4/16/96	24	Morgan Guaranty Trust	8
4/17/96	25	Republic Bank	14
4/18/96	60	Commercial Paper	
4/19/96	13	AIG Funding	\$10
4/22/96	47	Bell Atlantic Financial	25
4/23/96	15	Anheuser-Busch Company	6
4/24/96	21	Dresdner US Finance	15
4/25/96	25	Coca Cola	5
4/26/96	29	Ford Motor Credit	30
4/29/96	8	GE Capital	5
4/30/96	26	Goldman Sachs Group	31
5/1/96	15	Commercial Credit	24
5/6/96	52	JP Morgan	30
5/8/96	11	JC Penney Funding	11
5/9/96	15	Metlife Funding	20
5/13/96	10	UBS Finance	15
5/14/96	6	PHH Corporation	24
5/15/96	5	Xerox Corporation	31
5/20/96	6	Southwestern Bell Telecommunications	24
5/22/96	7	Transamerica Finance	24
6/6/96	5	Certificates of Deposit	
6/28/96	15	ABN Amro	\$18
8/5/96	26	Bankers Trust	10
8/7/96	14	Bayer Hypo Bank	26

County of Orange
Pre Bankruptcy Portfolio - 683
Investment Pool Portfolio Summary
March 31, 1996

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

*Maturities range from April 1, 1996 through September 24, 1996

*33 days average maturity

*0.46% average portfolio monthly return

*5.41% average investment's annualized monthly yield

*\$1.132 billion in portfolio investments

Maturity Schedule (in million dollars)		Issuer Breakdown (in million dollars)	
Date	Amount	Issuer	Amount
8/12/96	4	Bayerische Landesbank	26
8/15/96	21	Bank of Tokyo	20
8/16/96	15	Banque Nationale De Paris	45
8/22/96	14	Canadian Imperial Bank	30
8/23/96	10	Commerzbank	36
8/29/96	9	Deutsche Bank	33
9/6/96	10	Norddeutsche Landesbank	10
9/9/96	20	Royal Bank of Canada	10
9/24/96	10	Societe Generale	19
		US Treasury Securities	
		US Treasury Note	\$21
		Treasury Collateralized O/N	\$246

County of Orange
Pre Bankruptcy Portfolio - 690
Investment Pool Portfolio Summary
March 31, 1996

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

*Maturities range from April 1, 1996 through August 22, 1996

*33 days average maturity

*0.46% average portfolio monthly return

*5.38% average investment's annualized monthly yield

*\$37 million in portfolio investments

Maturity Schedule (in million dollars)		Issuer Breakdown (in million dollars)	
Date	Amount	Issuer	Amount
4/1/96	\$8	Agency Securities	
4/8/96	1	FHLB	\$4
4/9/96	1	FHLMC	3
4/12/96	3	Bankers Acceptances	
4/16/96	2	Morgan Guaranty Trust	\$1
4/18/96	2	Chase Manhattan Bank	1
4/19/96	1	Republic Bank	1
4/22/96	1	Commercial Paper	
4/24/96	1	Bell Atlantic Financial	\$1
4/25/96	1	Daimler-Benz NA	1
4/26/96	4	Ford Motor Credit	1
4/29/96	1	GE Capital	1
4/30/96	2	Goldman Sachs Group	1
5/6/96	4	Anheuser-Busch Company	1
8/5/96	2	JC Penney	1
8/15/96	2	Xerox Corporation	1
8/22/96	1	PHH Corporation	1
		Southwestern Bell Telecommunications	1
		Certificates of Deposit	
		ABN Amro	\$1
		Bayerische Landesbank	1
		Banque Nationale De Paris	1
		Canadian Imperial Bank	1
		Commerzbank	1
		Deutsche Bank	1
		Dresdner Bank	1
		Norddeutsche Landesbank	1

County of Orange
Pre Bankruptcy Portfolio - 690
Investment Pool Portfolio Summary
March 31, 1996

- *All investments are in Treasury and agency securities, high-grade commercial paper, certificates of deposit, US Treasury securities and bankers acceptances.
- *Maturities range from April 1, 1996 through August 22, 1996
- *33 days average maturity
- *0.46% average portfolio monthly return
- *5.38% average investment's annualized monthly yield
- *\$37 million in portfolio investments

Maturity Schedule (in million dollars)		Issuer Breakdown (in million dollars)	
Date	Amount	Issuer	Amount
		Bank of Tokyo	1
		US Treasury Securities	
		US Treasury Note	\$2
		Treasury Collateralized O/N	\$6

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

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

*Maturities range from April 1, 1996 through September 24, 1996

*30 days average maturity

*0.46% average portfolio monthly return

*5.37% average investment's annualized monthly yield

*\$841 million in portfolio investments

Maturity Schedule (in million dollars)		Issuer Breakdown (in million dollars)	
Date	Amount	Issuer	Amount
4/1/96	\$254	Agency Securities	
4/2/96	6	FNMA	\$60
4/3/96	6	FHLB	43
4/4/96	3	FHLMC	65
4/5/96	10	Bankers Acceptances	
4/8/96	9	ABN Amro	\$8
4/9/96	48	Bankers Trust	14
4/10/96	14	Bank of Tokyo	5
4/11/96	11	Chase Manhattan Bank	13
4/12/96	20	Chemical Bank	5
4/15/96	15	Morgan Guaranty Trust	10
4/16/96	27	Republic Bank	13
4/17/96	16	Commercial Paper	
4/18/96	38	AIG Funding	\$10
4/19/96	12	Bell Atlantic Financial	8
4/22/96	39	Coca Cola	5
4/23/96	22	Commercial Credit	10
4/24/96	22	Daimler-Benz NA	17
4/25/96	7	Dresdner US Finance	22
4/26/96	37	UBS Finance	20
4/29/96	10	Eli Lilly & Company	15
4/30/96	8	Ford Motor Credit	18
5/1/96	13	GE Capital	25
5/6/96	10	Goldman Sachs Group	14
5/8/96	10	Xerox Corporation	18
5/9/96	9	JC Penney Funding	12
5/10/96	19	JP Morgan	11
5/16/96	8	PHH Corporation	15

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

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

*Maturities range from April 1, 1996 through September 24, 1996

*30 days average maturity

*0.46% average portfolio monthly return

*5.37% average investment's annualized monthly yield

*\$841 million in portfolio investments

Maturity Schedule (in million dollars)		Issuer Breakdown (in million dollars)	
Date	Amount	Issuer	Amount
5/20/96	14	Southwestern Bell Telecommunications	5
5/22/96	7	Transamerica Finance	14
5/28/96	10	Certificates of Deposit	
6/6/96	14	ABN Amro	\$11
8/5/96	22	Bayer Hypo Bank	16
8/12/96	8	Bayerische Landesbank	7
8/15/96	15	Bank of Nova Scotia	10
8/16/96	5	Canadian Imperial Bank	42
8/22/96	3	Commerzbank	33
8/23/96	10	Deutsche Bank	25
8/29/96	10	Dresdner Bank	8
9/3/96	10	Royal Bank of Canada	10
9/24/96	10	Societe Generale	11
		US Treasury Securities	
		US Treasury Note	\$15
		Treasury Collateralized O/N	\$178

Placentia Library District
Balance Sheet

March 31, 1996

Assets

General Fund - Checking	4,269.54	
Literacy Fund-Checking	3,620.27	
County Exempt-Checking	3,348.04	
Payroll Account	39,226.07	
Savings (P/R Support)	3,623.58	
Savings (P/R Fees)	2,173.42	
Certificates of Deposit	25,000.00	
General Fund - Savings	13,422.67	
Literacy Fund - Savings	3,382.17	
County Exempt - Savings	11,149.60	
Total Assets		109,215.36

=====

Liabilities

Manual Payroll Checks	(980.86)	
Payroll Taxes Payable	(375.72)	
Deferred Comp Payable	842.45	
Insurance Payable	(406.79)	
Credit Union Payable	(364.22)	
Union Dues Payable	81.12	
Other Employee Deductions	656.41	
Total Liabilities		(547.61)

Capital

Fund Balance	109,762.97	
Total Capital		109,762.97
Total Liabilities and Capital		109,215.36

=====

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

March 1996

Prepared 4/8/96

	DATE/NO.	DEBITS	CREDITS	BALANCE
Statement Balance				13,422.67
Checks Out				
	TOTALS	0.00	0.00	
CHECKBOOK BAL				13,422.67

EDM
4/8/96

03/31/96

Page 1
Part 1 of 1 Parts

Placentia Library District
Income Statement For Department 01
Period Spread Sheet
1 Period(s) Ending March 31, 1996

	Total	03/31/96
Income		
Cash Register-Audio Visual	0.00	0.00
Cash Register-Mis.	38.35	38.35
Cash Register-Fines	2,411.63	2,411.63
Cash Register-Damaged Items-Not in	0.00	0.00
Cash Register-Lost Items	152.64	152.64
Cash Register-Copy Cards	0.00	0.00
Cash Register-Fax/Laminator	0.00	0.00
Cash Register-Childrens	0.00	0.00
Cash Register-Publications	0.00	0.00
Cash Register-Reserves	98.80	98.80
Cash Register-Computer Rental	0.00	0.00
Typewriter Income	0.00	0.00
Telephone Income	0.00	0.00
Copy Machine Income	0.00	0.00
State Library Reimbursements	1,329.95	1,329.95
State Library Grants	10,000.00	10,000.00
State of California Foundation Fund	15,986.00	15,986.00
Other Grants	0.00	0.00
County Reimbursements	3,770.25	3,770.25
Interest Income - checking	0.00	0.00
Interest Income - savings	0.00	0.00
Miscellaneous Income	0.00	0.00
	-----	-----
Total Income	33,787.62	33,787.62
Cost of Sales		
	-----	-----
Gross Profit (Loss)	33,787.62	33,787.62
Expenses		
Transfers to County	21,719.44	21,719.44
Employee Insurance (030)	0.00	0.00
Food (0900)	0.00	0.00
Household Expenses (100)	0.00	0.00
Insurance (1100)	0.00	0.00
Maintenance-Equip (130)	0.00	0.00
Maintenance-Bldg (140)	0.00	0.00
Communications (070)	(3.34)	(3.34)
Memberships (160)	0.00	0.00
Office Expense (180)	1,167.97	1,167.97
Postage (183)	172.46	172.46
Prof. & Spec. Services (190)	0.00	0.00
Special Departmental Expense (240)	0.00	0.00
Transportation & Travel (270)	628.85	628.85
Utilities (280)	0.00	0.00
Equipment (400)	0.00	0.00

03/31/96

Placentia Library District
Income Statement For Department 01
Period Spread Sheet
1 Period(s) Ending March 31, 1996

	Total	03/31/96
Taxes and Fees (370)	3.50	3.50
Funds in Transit	0.00	0.00
	-----	-----
Total Expenses	23,688.88	23,688.88
	-----	-----
Operating Income (Loss)	10,098.74	10,098.74
Other Income		
Other Expenses		
	-----	-----
Net Income (Loss)	10,098.74	10,098.74
	=====	=====

03/31/96

Page 1

Placentia Library District
Income Statement For Department 01
YTD Actual Spread Sheet
1 Period(s) Ending March 31, 1996

Part 1 of 1 Parts

	03/31/96
Income	
Cash Register-Audio Visual	0.00
Cash Register-Mis.	288.70
Cash Register-Fines	18,129.42
Cash Register-Damaged Items-Not in Us	0.00
Cash Register-Lost Items	1,616.46
Cash Register-Copy Cards	0.00
Cash Register-Fax/Laminator	0.00
Cash Register-Childrens	210.00
Cash Register-Publications	0.00
Cash Register-Reserves	1,097.49
Cash Register-Computer Rental	363.47
Typewriter Income	75.87
Telephone Income	113.90
Copy Machine Income	0.00
State Library Reimbursements	13,726.69
State Library Grants	28,479.90
State of California Foundation Funds	15,986.00
Other Grants	1,381.00
County Reimbursements	11,182.17
Interest Income - checking	5.20
Interest Income - savings	77.44
Miscellaneous Income	5,060.87

Total Income	97,794.58
 Cost of Sales	

Gross Profit (Loss)	97,794.58
 Expenses	
Transfers to County	84,699.37
Employee Insurance (030)	87.90
Food (0900)	221.39
Household Expenses (100)	12.19
Insurance (1100)	(6,877.04)
Maintenance-Equip (130)	65.00
Maintenance-Bldg (140)	115.00
Communications (070)	44.66
Memberships (160)	1,066.00
Office Expense (180)	2,807.27
Postage (183)	710.04
Prof. & Spec. Services (190)	280.00
Special Departmental Expense (240)	(707.84)
Transportation & Travel (270)	4,952.64
Utilities (280)	(217.76)
Equipment (400)	0.00

03/31/96

Placentia Library District
Income Statement For Department 01
YTD Actual Spread Sheet
1 Period(s) Ending March 31, 1996

Page 2
Part 1 of 1 Parts

	03/31/96
Taxes and Fees (370)	981.51
Funds in Transit	0.00

Total Expenses	88,240.33

Operating Income (Loss)	9,554.25
Other Income	
Other Expenses	

Net Income (Loss)	9,554.25
	=====

03/31/96

Placentia Library District
Cash Disbursements
Checkbook 1 Fiscal Year 96 Period 9
General Account

Page

Check	Date	Payee	Amount
4221	03/06/96	Bolin's Mail Service 0-5116-01 Postage (183)	12.96
4222	03/12/96	Caltac 0-5122-01 Transportation & Travel (270)	58.00
4223	03/04/96	U.S. Postmaster 0-5116-01 Postage (183)	148.80
4224	03/04/96	VOID void	0.00
4225	03/20/96	Home Depot 0-5114-01 Office Expense (180)	174.88
4226	03/20/96	VOID void	0.00
4227	03/20/96	VOID void	0.00
4228	03/24/96	Computer City 0-5114-01 Office Expense (180)	459.98
4229	03/25/96	Bolin's Mail Center 0-5116-01 Postage (183)	10.70
4230	03/25/96	Home Depot 0-5114-01 Office Expense (180)	15.95
4231	03/26/96	Computer City 0-5114-01 Office Expense (180)	517.16
4232	03/26/96	U.C. Regents 0-5122-01 Transportation & Travel (270)	500.00
4233	03/26/96	Oxford Suites 0-5122-01 Transportation & Travel (270)	70.85
Checkbook 1 Total			1,969.28

03/31/96

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

Page 2

For Fiscal Year 96, Period 9 through Fiscal Year 96, Period 9

Account Name	Total
0-5114-01 Office Expense (180)	1,167.97
0-5116-01 Postage (183)	172.46
0-5122-01 Transportation & Travel (270)	628.85

	1,969.28
	=====

03/31/96

Placentia Library District
Cash Disbursements
Checkbook 5 Fiscal Year 96 Period 9
General Fund - Savings

Page

Check	Date	Payee	Amount
1015	03/05/96	O.C. Auditor	20,564.55
		0-5102-01 Transfers to County	20,564.55
1016	03/19/96	O.C. Auditor	1,154.89
		0-5102-01 Transfers to County	1,154.89
		Checkbook 5 Total	21,719.44

9 31/96

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

Page 2

For Fiscal Year 96, Period 9 through Fiscal Year 96, Period 9

Account Name	Total
0-5102-01 Transfers to County	21,719.44

	21,719.44
	=====

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

March 1996

Prepared 4/8/96

	DATE/NO.	DEBITS	CREDITS	BALANCE
Statement Balance				3,382.17
Checks Out				
TOTALS		0.00	0.00	
CHECKBOOK BAL				3,382.17

Edmund
4/8/96

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

February 1996

Prepared 4/8/96

DATE/NO.	DEBITS	CREDITS	BALANCE
Statement Balance			3,337.59
Checks Out			
TOTALS	0.00	0.00	
CHECKBOOK BAL			3,337.59

Ed Monte
4/8/96

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

March 1996

Prepared 4/8/96

	DATE/NO.	DEBITS	CREDITS	BALANCE
Statement Balance				3,620.27
Checks Out				
TOTALS		0.00	0.00	
CHECKBOOK BAL				3,620.27

E. Smith
4/8/96

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

February 1996

Prepared 4/8/96

	DATE/NO.	DEBITS	CREDITS	BALANCE
Statement Balance				3,617.20
Checks Out				
TOTALS		0.00	0.00	
CHECKBOOK BAL				3,617.20

ESM
4/8/96

03/31/96

Page 1
Part 1 of 1 Parts

Placentia Library District
Income Statement For Department 02
Period Spread Sheet
1 Period(s) Ending March 31, 1996

	Total	03/31/96
Income		
Gifts Income	0.00	0.00
Tutor Training Income	0.00	0.00
Workshops Income	0.00	0.00
Book/Materials Income	0.00	0.00
Interest Income - checking	3.07	3.07
Interest Income - savings	6.58	6.58
Miscellaneous Income	0.00	0.00
Citizenship Tests (CASAS)	38.00	38.00
Citizenship Tests (CASAS)	0.00	0.00
Donations to Literacy	0.00	0.00
	-----	-----
Total Income	47.65	47.65
Cost of Sales		
	-----	-----
Gross Profit (Loss)	47.65	47.65
Expenses		
Refunds (not in use)	0.00	0.00
Travel Expense	0.00	0.00
Equipment Expense	0.00	0.00
Refreshments	0.00	0.00
Printing	0.00	0.00
LVA Expenses	0.00	0.00
Miscellaneous	0.00	0.00
Tutor Training Materials	0.00	0.00
Bank Fees	0.00	0.00
	-----	-----
Total Expenses	0.00	0.00
	-----	-----
Operating Income (Loss)	47.65	47.65
Other Income		
Other Expenses		
	-----	-----
Net Income (Loss)	47.65	47.65
	=====	=====

03/31/96

Page 1

Placentia Library District
Income Statement For Department 02
YTD Actual Spread Sheet
1 Period(s) Ending March 31, 1996

Part 1 of 1 Parts

	03/31/96
Income	
Gifts Income	0.00
Tutor Training Income	240.00
Workshops Income	0.00
Book/Materials Income	0.00
Interest Income - checking	22.22
Interest Income - savings	63.90
Miscellaneous Income	0.00
Citizenship Tests (CASAS)	205.00
Citizenship Tests (CASAS)	105.00
Donations to Literacy	50.00

Total Income	686.12
Cost of Sales	

Gross Profit (Loss)	686.12
Expenses	
Refunds (not in use)	0.00
Travel Expense	0.00
Equipment Expense	0.00
Refreshments	0.00
Printing	0.00
LVA Expenses	0.00
Miscellaneous	0.00
Tutor Training Materials	0.00
Bank Fees	20.30

Total Expenses	20.30

Operating Income (Loss)	665.82
Other Income	
Other Expenses	

Net Income (Loss)	665.82
	=====

03/31/96

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

Page

For Fiscal Year 96, Period 9 through Fiscal Year 96, Period 9

Account Name	Total

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

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

March 1996

Prepared 4/8/96

	DATE/NO.	DEBITS	CREDITS	BALANCE
Statement Balance				11,149.60
Checks Out				
	TOTALS	0.00	0.00	
CHECKBOOK BAL				11,149.60

Sanwa Bank
4/8/96

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

March 1996

Prepared 4/8/96

	DATE/NO.	DEBITS	CREDITS	BALANCE
Statement Balance				3,940.74
Checks Out	998	527.70		
	999	65.00		
	TOTALS	592.70	0.00	
CHECKBOOK BAL				3,348.04

Ed Munster
4/8/96

31/96

Page 1
Part 1 of 1 Parts

Placentia Library District
Income Statement For Department 03
Period Spread Sheet
1 Period(s) Ending March 31, 1996

	Total	03/31/96
Income		
Cash Register-Copy Cards-Exempt Fun	0.00	0.00
Microfilm/Microfich Income	0.00	0.00
Meeting Room Income	215.00	215.00
Test Proctoring Income	20.00	20.00
Vending Machine Income	0.00	0.00
Debit Card Income	1,261.50	1,261.50
Friends Contributions	0.00	0.00
Friends - Summer Reading	0.00	0.00
Gifts Income	0.00	0.00
Special Gifts (Non Library)	0.00	0.00
Children's Dept Income	0.00	0.00
Lobbyist Income	0.00	0.00
Interest Income - checking	0.00	0.00
Interest Income - savings	21.08	21.08
Miscellaneous Income	0.00	0.00
Gulf Arab Grant Income	0.00	0.00
Community Grant Income	0.00	0.00
	-----	-----
Total Income	1,517.58	1,517.58
Cost of Sales		
	-----	-----
Gross Profit (Loss)	1,517.58	1,517.58
Expenses		
Copy Cards Purchase	0.00	0.00
Vend. Mach.-Repay Capital Equip.	0.00	0.00
Vending Machine Supplies	0.00	0.00
Vending Machine Repairs	0.00	0.00
Bank Fees & Services Charges	0.00	0.00
Children's Summer Reading Program	138.75	138.75
Children's Camp Library	0.00	0.00
Children's-Other	0.00	0.00
Debit Card - Repay Capital Equip.	271.83	271.83
Friend's-Director's Fund	527.70	527.70
Friend's-Other Activities	0.00	0.00
Library Board Expenses	0.00	0.00
Meeting Room Upkeep Expenses	120.00	120.00
Gulf Arab Grant	0.00	0.00
Community Grant Expense	0.00	0.00
Miscellaneous	0.00	0.00
Lobbyist Expense	0.00	0.00
Funds in Transit	0.00	0.00
	-----	-----
Total Expenses	1,058.28	1,058.28

03/31/96

Page 2
Part 1 of 1 Parts

Placentia Library District
Income Statement For Department 03
Period Spread Sheet
1 Period(s) Ending March 31, 1996

	Total	03/31/96
Operating Income (Loss)	459.30	459.30
Other Income		
Other Expenses		
Net Income (Loss)	----- 459.30 =====	----- 459.30 =====

03/31/96

Page 1

Placentia Library District
Income Statement For Department 03
YTD Actual Spread Sheet
1 Period(s) Ending March 31, 1996

Part 1 of 1 Parts

	03/31/96
Income	
Cash Register-Copy Cards-Exempt Fund	276.50
Microfilm/Microfich Income	0.00
Meeting Room Income	2,250.00
Test Proctoring Income	320.00
Vending Machine Income	57.00
Debit Card Income	2,121.35
Friends Contributions	0.00
Friends - Summer Reading	1,000.00
Gifts Income	0.00
Special Gifts (Non Library)	0.00
Children's Dept Income	0.00
Lobbyist Income	0.00
Interest Income - checking	26.71
Interest Income - savings	158.39
Miscellaneous Income	0.00
Gulf Arab Grant Income	0.00
Community Grant Income	0.00

Total Income	6,209.95
Cost of Sales	

Gross Profit (Loss)	6,209.95
Expenses	
Copy Cards Purchase	0.00
Vend. Mach.-Repay Capital Equip.	0.00
Vending Machine Supplies	0.00
Vending Machine Repairs	0.00
Bank Fees & Services Charges	24.80
Children's Summer Reading Program	1,494.31
Children's Camp Library	461.10
Children's-Other	0.00
Debit Card - Repay Capital Equip.	1,030.83
Friend's-Director's Fund	226.67
Friend's-Other Activities	0.00
Library Board Expenses	374.35
Meeting Room Upkeep Expenses	440.94
Gulf Arab Grant	0.00
Community Grant Expense	0.00
Miscellaneous	0.00
Lobbyist Expense	0.00
Funds in Transit	0.00

Total Expenses	4,053.00

03/31/96

Page 2
Part 1 of 1 Parts

Placentia Library District
Income Statement For Department 03
YTD Actual Spread Sheet
1 Period(s) Ending March 31, 1996

Operating Income (Loss)	03/31/96 2,156.95
Other Income	
Other Expenses	-----
Net Income (Loss)	2,156.95 =====

3/31/96

Placentia Library District
Cash Disbursements
Checkbook 7 Fiscal Year 96 Period 9
County Exempt - Savings

Page 1

Check	Date	Payee	Amount
1006	03/19/96	O.C. Auditor	271.83
		0-5313-03 Debit Card - Repay Capital Equip	271.83
		Checkbook 7 Total	271.83

03/31/96

Placentia Library District
Cash Disbursements
Checkbook 3 Fiscal Year 96 Period 9
County Exempt

Page

Check	Date	Payee	Amount
996	03/01/96	Smilemakers	73.75
	0-5308-03	Children's Summer Reading Progra	73.75
997	03/01/96	Emils Cleaning	120.00
	0-5319-03	Meeting Room Upkeep Expenses	120.00
998	03/21/96	General Binding Co.	527.70
	0-5314-03	Friend's-Director's Fund	527.70
999	03/26/96	Oak Canyon Nature Ce	65.00
	0-5308-03	Children's Summer Reading Progra	65.00
Checkbook 3 Total			786.45

'31/96

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

Page 2

For Fiscal Year 96, Period 9 through Fiscal Year 96, Period 9

Account Name	Total
0-5308-03 Children's Summer Reading Program	138.75
0-5314-03 Friend's-Director's Fund	527.70
0-5319-03 Meeting Room Upkeep Expenses	120.00

	786.45
	=====

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

Prepared April 4, 1996

	NUMBER	DEBITS	CREDITS	BALANCE
Statement Balance				40,935.30
	2121	150.56		
	2182	99.79		
	2186	92.35		
	2175	1100.21		
	2194	266.32		
	TOTALS	1,709.23	0.00	
Checkbook balance				39,226.07

cd
4-5-96

'31/96

Placentia Library District
Income Statement For Department 04
Period Spread Sheet
1 Period(s) Ending March 31, 1996

	Total	03/31/96
Income		
Transfers from County	66,255.00	66,255.00
Interest Income-CD's	0.00	0.00
Interest-Savings-Landmark	0.00	0.00
Interest-Savings-B of A	0.00	0.00
Miscellaneous Income	0.00	0.00
	-----	-----
Total Income	66,255.00	66,255.00
Cost of Sales		
	-----	-----
Gross Profit (Loss)	66,255.00	66,255.00
Expenses		
Salaries	37,864.96	37,864.96
Prepaid Salaries	0.00	0.00
Employee Benefits	0.00	0.00
Employer Payroll Taxes	2,855.66	2,855.66
Payroll Processing Fees	0.00	0.00
Bank Fees and Service Charges	0.00	0.00
Miscellaneous - Unknown	0.00	0.00
	-----	-----
Total Expenses	40,720.62	40,720.62
Operating Income (Loss)	25,534.38	25,534.38
Other Income		
Other Expenses		
	-----	-----
Net Income (Loss)	25,534.38	25,534.38
	=====	=====

03/31/96

Page 1

Placentia Library District
Income Statement For Department 04
YTD Actual Spread Sheet
1 Period(s) Ending March 31, 1996

Part 1 of 1 Parts

	03/31/96
Income	
Transfers from County	436,129.12
Interest Income-CD's	0.00
Interest-Savings-Landmark	27.33
Interest-Savings-B of A	11.06
Miscellaneous Income	0.00

Total Income	436,167.51
Cost of Sales	-----
Gross Profit (Loss)	436,167.51
Expenses	
Salaries	376,735.68
Prepaid Salaries	0.00
Employee Benefits	0.00
Employer Payroll Taxes	27,747.78
Payroll Processing Fees	0.00
Bank Fees and Service Charges	0.00
Miscellaneous - Unknown	0.00

Total Expenses	404,483.46

Operating Income (Loss)	31,684.05
Other Income	
Other Expenses	-----
Net Income (Loss)	31,684.05
	=====


03/31/96

Placentia Library District
Cash Disbursements
Checkbook 4 Fiscal Year 96 Period 9
Payroll Account

Page 1

Check	Date	Payee	Amount
611	03/13/96	Kay Schneider	980.86
		0-2010-00 Manual Payroll Checks	980.86
		Checkbook 4 Total	980.86

TO: Elizabeth Minter, Library Director

FROM: Julie Shook, Reference Librarian 

DATE: April 16, 1996

SUBJECT: Acquisitions Report

Dollars Spent 3/1/96 to 3/31/96

Adult Reference	\$67.55
Juvenile Fiction	1,349.50
Juvenile Reference	20.30
Juvenile Non-Fiction	291.71
Gifts	405.77

Total \$2,134.83

Dollars Spent 7/1/95 to 3/31/96

Adult Continuations Print	\$1,653.57
Adult Continuations Electronic	1,858.69
Adult Fiction	2,401.73
Adult Non-Fiction	1,832.63
Adult Reference	664.23
Adult Audio	487.74
Adult Video	460.40
Adult CD-ROMs	18.59
Juvenile Continuations Print	397.09
Juvenile Continuations Electronic	
Juvenile Fiction	1,349.50
Juvenile Reference	20.30
Juvenile Non-Fiction	548.30
Juvenile Audio	
Juvenile Video	
Juvenile CD-ROMs	
Gifts	4,462.71

Total \$16,155.48

Acquisitions Report, April 16, 1996, Page 2.

Outstanding Orders:	Dollars Encumbered:
Regular Accounts	\$1,265.93
Gift Accounts	4,717.84

Donated Items 7/1/95 to 4/4/96

Adult Books	470	\$8,170.34
Juvenile Books	278	2,425.43
Adult Videos	82	1,779.95
Juvenile Videos	19	322.95
Audio CDs	101	1,605.00
Audio Cassettes/Books	37	380.00

(These figures do not include paperbacks.)

TO: Elizabeth D. Minter, Library Director

FROM: Peggy Burkich, Circulation Supervisor *pb*

DATE: April 16, 1996

SUBJECT: ACS: Overdue Collection Report for Month of March

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

A summary of the current status is as follows:

FY 1995-96	# New Accounts Submitted	Total # Active Accounts	# Paid In Full Curr. Month	Amount Received Curr. Month	# Written Off Suspended Curr. Month
July	30	88	12	668.46	7
August	24	67	14	671.67	24
September	22	58	18	759.81	13
October	38	68	10	636.91	20
November	22	79	23	850.39	14
December	16	66	13	450.32	17
January	22	59	17	969.02	28
February	17	49	16	515.99	19
March	4	36	23	1888.93	8
April					
May					
June					
TOTAL YTD	195	570	146	7,411.50	150

ADVANCED COLLECTION SYSTEMS, INC

2158 W 190th St
Torrance, CA 90509-2829

CLIENT PROGRESS REPORT TO 02 Apr 1996

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

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

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

	MONTH TO DATE		YEAR TO DATE		INCEPTION TO DATE	
	#	\$	#	\$	#	\$
GROSS ASSIGNMENTS	4	346.17	47	4,311.51	1287	88,552.31
LESS: Mail Return*, Dispute, Bankrpt	0	0.00	9	943.59	256	18,824.93
NET ASSIGNMENTS	4	346.17	38	3,367.92	1031	69,727.38
COLLECTED						
Paid in Full	4	194.35	13	789.17	299	15,414.79
Settled in Full	6	705.97	8	838.81	91	5,612.56
Partial Payment	13	988.61	34	1,637.21	243	10,546.09
Resolved	0	0.00	1	108.75	31	1,372.70
TOTAL RECOVERED	23	1,888.93	56	3,373.94	664	32,946.14

Age of accounts when started	0-30	31-60	61-90	91-120	over 120
	255	53	259	198	522
	\$16,509	\$3,660	\$16,558	\$14,071	\$37,292

* Percentage of Mail Returns - 19.8 %

STATUS CODE LEGEND

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

ACCOUNT INVENTORY AND STATUS

PATIENT / DEBTOR	ACS #	DATE LAST PMT / CHG	DATE ASSIGNED	BALANCE OF ACCOUNT	STAT CODE	DEMAND #
	570444	06/15/93	12/29/95	68.13	CC	5
	26018053125128		AMT: 68.13			
	572694	12/10/95	02/21/96	66.85	A	2
	26018053308401		AMT: 66.85			
	571842	10/28/95	01/31/96	104.90	A	3
	26019005606918		AMT: 104.90			
	570466	10/15/95	12/29/95	32.60	CC	5
	2601805302598		AMT: 46.94			
	571422	10/30/95	01/18/96	0.00	SF	3
	26018053114106		AMT: 80.60			
	571844	11/13/95	01/31/96	0.00	PF	3
	26053071138530		AMT: 79.35			
	571668	11/12/95	01/29/95	51.80	A,PP	4
	26018053306785		AMT: 96.85			
	571666	11/19/95	01/29/95	74.42	A	4
	26018053200582		AMT: 74.42			
	571839	11/25/95	01/31/96	65.48	A,PP	3
	26019004312393		AMT: 89.28			
	571848	11/12/95	01/31/96	45.00	A,PP	3
	26018053075166		AMT: 45.45			
	572696	12/03/95	02/21/96	51.14	A	2
	26019004476131		AMT: 51.14			
	572689	12/07/95	02/21/96	103.07	A,PP	2
	26018053286524		AMT: 126.97			
	571845	10/02/95	01/31/96	66.45	A	3
	26053071075419		AMT: 66.45			
	571841	11/27/95	01/31/96	61.80	A,PP	3
	26018052729854		AMT: 92.80			
	571662	11/18/95	01/29/95	33.95	A	4
	26018053306082		AMT: 33.95			
	573330	12/13/95	02/27/96	189.43	A	2
	26018053275568		AMT: 189.43			
	571667	11/16/95	01/29/95	79.95	A	4
	26018053215689		AMT: 79.95			
	574602	01/08/96	03/26/96	78.70	A,PP	1
	26018053264976		AMT: 110.95			
	569925	07/11/94	12/11/95	96.43	CC	5
	26018053225647		AMT: 96.43			
	574603	01/10/96	03/26/96	99.92	A	1
	26018053251304		AMT: 99.92			

	573331	12/17/95	02/27/96	56.45	A	2
	26018053199610		AMT: 56.45			
	571660	10/22/95	01/29/95	226.80	A	4
	26018053299162		AMT: 226.80			
	570464	09/26/95	12/29/95	40.95	CC	5
	26018052754977		AMT: 40.95			
F	570449	10/19/95	12/29/95	54.88	CC	5
	260180053256758		AMT: 54.88			
	571424	10/31/95	01/18/96	41.40	A,PP	4
	26018053274215		AMT: 123.95			
	572691	11/21/92	02/21/96	102.95	A	2
	26018053165686		AMT: 102.95			
	570452	09/25/95	12/29/95	45.00	CC	5
	26018053227148		AMT: 59.17			
	571420	11/06/95	01/18/96	102.95	A	4
	26018052787415		AMT: 102.95			
	573334	12/17/95	02/27/96	61.40	A	2
	26053070785752		AMT: 61.40			
	572690	12/05/95	02/21/96	72.19	A	2
	26018053298040		AMT: 72.19			
	574605	01/08/96	03/26/96	49.95	A	1
	26018053309912		AMT: 49.95			
	571426	10/25/95	01/18/96	46.50	A	4
	26018053272425		AMT: 46.50			
	571664	11/14/95	01/29/95	54.90	A	4
	26053070448815		AMT: 54.90			
	572695	11/12/95	02/21/96	64.95	A	2
	26053070891485		AMT: 64.95			
	572686	12/12/95	02/21/96	49.40	A,PP	2
	26018053305175		AMT: 102.43			
	572687	12/04/95	02/21/96	165.59	A	2
	26019005296033		AMT: 165.59			
	572693	11/05/95	02/21/96	0.00	SF	1
	26018053064210		AMT: 68.95			
	574601	12/26/95	03/26/96	54.45	A	1
	26018053308435		AMT: 54.45			
	571843	11/13/95	01/31/96	0.00	SF	3
	26018053302768		AMT: 54.00			
	571423	10/22/95	01/18/96	73.20	A,PP	4
	26018053291938		AMT: 100.10			
	572692	09/30/95	02/21/96	74.55	A	2
	26018053215630		AMT: 74.55			
	571846	11/15/95	01/31/96	64.40	A	3
	26018053305647		AMT: 64.40			
	571425	10/23/95	01/18/96	48.90	A	4
	26019005064522		AMT: 48.90			
	572688	12/04/95	02/21/96	162.42	A	2
	26018053088789		AMT: 162.42			
	570462	10/03/95	12/29/95	53.40	CC	5
	26018053295632		AMT: 53.40			
	571847	10/18/95	01/31/96	20.00	A,PP	3
	26053071075625		AMT: 54.90			
	573335	12/04/95	02/27/96	0.00	SF	1
	26018053287357		AMT: 66.18			
	569926	08/06/95	12/11/95	39.45	CC	5
	26019005020029		AMT: 39.45			

570461	10/15/95	12/29/95	65.00	CC	5
26018053295871		AMT: 98.75			

TOTAL STILL ON SYSTEM :

3,262.06



TO: Library Board of Trustees
 FROM: Elizabeth D. Minter, Library Director *edm*
 DATE: April 16, 1996
 SUBJECT: DEBIT CARD SYSTEM REIMBURSEMENT REPORT FOR MARCH, 1996

SUMMARY OF ACCOUNTS MARCH 1-31, 1996

Beginning Balance 03/01/96			\$ 271.83
	<u>Income</u>	<u>Expend.</u>	
Total Deposits	\$1,219.50		
Total Materials & Supplies		0.00	
Total Repairs		0.00	
Debit Card System Loan Payback		<u>271.83</u>	
	<u>\$ 1,219.50</u>	<u>\$ 271.83</u>	
	19		
Ending Balance 03/31/96			<u>19</u> <u>\$ 1,219.50</u>

SUMMARY OF LOAN PAYBACK

Original Loan Amount (07/01/94)	\$ 11,008.20
Payback Balance 01/31/96	8,687.20
March Payment	<u>271.83</u>
Balance 03/31/96	<u>\$ 8,415.37</u>

Prepared by: Charlene Dumitru

TO: Library Board of Trustees
 FROM: Elizabeth D. Minter, Library Director *edm*
 DATE: April 16, 1996
 SUBJECT: Gift Fund Report

The following cash gifts to Placentia Library District were received through April 15, 1996

Donations to Adopt-a-Book program:

<u>Name</u>	<u>Amount</u>
Mr. & Mrs. Bernard Coming	\$18.97
Mrs. Shirley Dean	39.00
Ms. Olga Luquin	29.00
Mr. & Mrs. Greg Sinks	16.00
Mr. & Mrs. J. L. Thomas in Memory of Jack Bowen	25.00
Donation Box at Circulation Desk	36.41
 Total Donations to Adopt-a-Book	 164.38

Donations to Placentia Library Foundation Endowment Fund:

None

TOTAL CASH DONATIONS **\$ 145.41**
 through April 15, 1996

TO: Elizabeth D. Minter, Library Director
 FROM: Charlene Dumitru, Administrative Assistant
 DATE: April 16, 1996
 SUBJECT: BUILDING MAINTENANCE REPORT FOR MARCH, 1996

1. Air Conditioning - Regular monthly inspection and maintenance.
2. Lighting - Regular inspection, cleaning and replacement of overhead lighting.
3. Security - On Wednesday, March 20, 1996, an unknown person entered the Library during operating hours, dismantled computers in the Children's Department and the computer in the public typing room and removed four RAM chips. The person returned on Saturday, March 23, 1996, dismantled computers in the Administrative Office and the Literacy Office and removed four RAM chips. A suspicious person was seen on Wednesday by several staff members in the area of the computers, but no one actually saw him remove the chips. No one saw the person on Saturday. The incident was reported to the police and a composite drawing (Attachment A) was compiled from descriptions given by the staff members who saw the suspect. Similar crimes have occurred at several other local libraries and other public agencies.

To prevent further occurrences of this nature hasps with security padlocks have been installed on computers and copiers. Lock installed on hallway door leading to Administration Offices. Battery packs replaced on door alarms. Staff have been instructed to keep door from the loading dock locked, and to keep the front door leading into the administrative office locked at all times and the hallway door leading into the administrative office locked whenever no one is present in the offices. Staff members who may need access to the locked areas of the computer and copiers have been issued keys.

Costs incurred for replacing the RAM chips and for additional security are as follows:

Replacement of RAM chips	\$1,102.64
Hasps and mounting glue	190.83
Padlocks, keys and door locks	1,034.02
TOTAL	<u># 2,327.49</u>



PLACENTIA Suspect Composite

Case Number: 96-1289B
Case Name: 96-1289B
Type of Crime:
Date and Time of Crime: 3/20/1996 at

Suspect AKA: unk
Suspect Description:

Composite Date: 3/25/1996
Composite By:
Direct Information to:



TO: Library Board of Trustees
FROM: Elizabeth Minter, Library Director *EM*
DATE: April 16, 1996
SUBJECT: PERSONNEL REPORT FOR MARCH, 1996

RESIGNATIONS:

Chris Bishop, Part-time Page (Circulation), effective April 9, 1996

TERMINATIONS:

None

APPOINTMENTS:

None

OPEN POSITIONS:

.75 FTE (30 hours) Librarian II, Childrens Department
.23 FTE (9 hours) Clerk II, Volunteer Coordinator
.475 FTE (11 hours) Clerk I, Circulation

Prepared by: Charlene Dumitru



TO: Elizabeth Minter, Library Director
 FROM: Gloria Clark, Volunteer Coordinator *GC*
 DATE: April 16, 1993
 SUBJECT: VOLUNTEER REPORT FOR THE MONTH OF MARCH 1996

CUMULATIVE RECORD OF VOLUNTEER WORK HOURS

REGULAR	FY 95-96 March	FY 95-96 YTD	Starting Dates	Cumulative Totals
Andrade, Linda	2.00	34.00	9/95	38.00
Austin, Jane	0.00	11.50	12/95	11.50
Cain, Ruth	0.00	2.00	10/95	2.00
Contampasis, Jeff	0.00	2.00	11/95	2.00
Covington, Darlene	1.25	142.00	3/95	213.00
Dailey, Marjorie	8.00	42.00	10/95	42.00
Deloff, Christine	5.25	5.25	3/95	5.25
Deputy, Paul	43.50	398.50	7/82	5,801.25
Farris, John	0.00	35.25	1/94	174.75
Fitzgerald, Joan	24.75	224.75	10/93	700.75
Godwin, Nita	3.75	6.25	2/96	10.00
Goldbaum, Mae	6.50	50.00	7/88	342.00
Horrocks, Marjorie	4.00	28.00	10/95	28.00
Hemmerling, Barbara	11.50	13.50	10/95	13.50
Irot, Pat	19.00	15.00	2/96	34.00
Johnson, Beverly	0.00	2.00	10/95	2.00
Joseph, Courtney	0.00	36.50		128.25
Klendshoj, Ole	5.50	8.00	2/96	13.50
Langmore, Elizabeth	1.5	1.5	3/96	1.50
Lough, Janet	6.50	6.50	3/96	6.50
Livezey, Jane	7.00	31.00	10/95	31.00
Lord, Audrey	8.00	35.00	12/95	35.00
Marquardt, Melvin	0.00	0.00	9/95	7.50
Mignot, Shirley	18.00	60.00	9/95	60.00
Moore, Susan	0.00	6.25	8/95	6.25
Myers, Claire	18.00	93.50	10/95	93.50
Nakamoto, Blanca	0.00	0.00	10/94	88.50
Olson, Bob	4.00	30.00	9/95	30.00
Olson, Jean	4.00	30.00	9/95	24.00
Redinbo, Sandy	2.50	2.50	10/94	58.00
Reynolds, Penny	16.00	101.75	9/95	101.75
Rice, Sharon	0.00	25.50	4/95	93.75
Robinson, Marcia	0.00	14.75	9/95	22.50
Rome, Martha	12.00	13.75	2/96	13.75
Rucker, Kathleen	25.50	27.50		27.50
Rucker, Ashley	24.50	26.50		26.50
Ryan, Kristen	0.00	3.00	11/95	3.00
Schlichter, Allan	4.00	65.00	10/93	260.25
Shaw, Dixie	4.25	24.75	5/94	61.00
Shkoler, Al	0.00	0.00		53.50
Silverman, Pauline	5.50	5.50	3/96	5.50
Stark, Sandra	2.00	20.00		24.00
Stoller, Frances	3.00	45.00	9/95	45.00

Tapia, Gerald	2.00	18.75	6/95	21.25
Walker, Jim	3.00	1.50	2/96	4.54
Walker, Virginia	2.75	5.50	2/96	8.25
Westberg, Carl	7.75	100.25	9/93	343.00
Wymer, Betty	7.50	22.75	1/96	22.75
J.T.P.A.	0.00	0.00		
S.T.E.P.	40.00	520.00		
TOTALS	362.25	2,345.00		9,087.79

J.T.P.A. / Job Training Partnership Act.
 S.T.E.P. / Senior Training & Employment Program

TEMPORARY VOLUNTEERS

	FY95-96 February	FY95-96 YTD		FY95-96 February	FY95-96 YTD
Ashbough, Amanda	0.00	15.50	Kang, Jin	0.00	27.75
Bhavin, Petel	4.00	8.00	Knupel, Brad	0.00	9.25
Bone, Shawnda	12.50	48.50	Knutson, Andrea	0.00	5.25
Burke, Marsha	0.00	1.75	Kwok, Shirley	6.00	9.00
Cabral, Philip	0.00	43.00	Lee, Peter	0.00	27.5
Capris, Marcelle	0.00	1.50	Meiners, Christie	0.00	23.00
Chang, Michael	0.00	13.00	Meshreky, Mary	0.00	11.50
Chao, Christine	0.00	9.50	Molina, Inio	0.00	9.25
Chao, Hanna	0.00	64.00	Nunn, Dennis	0.00	55.75
Chao, Sunny	0.00	15.00	Pirayev, Odette	0.00	38.50
Chavez, Alfredo	0.00	9.25	Rahman, Shayan	0.00	13.75
Chiu, Robert	0.00	143.50	Rorman, Lauri	5.00	5.00
Deeble, Blake	0.00	50.00	Shatal, Dalal	0.00	3.00
Ekelund, Lindsey	0.00	34.50	Taylor, Daniel	0.00	3.00
Gonzalez, Auturo	0.00	15.00	Taylor, Rosemary	0.00	3.00
Guadarramo, Cesar	2.25	16.25	Theodros, Rachel	0.00	9.50
Gunewardane, Sharlini	0.00	42.50	Valdivia, Jason	0.00	23.25
Harnett, Tom	12.50	53.75	Vo, Tai	6.00	26.00
Huang, Jack	12.00	24.00	Vetter, Dianna	0.00	3.00
Jackson, Lu	1.50	1.50	Wang, Suching	0.00	8.75
Jivan, Neetal	0.00	3.00	Yada, Julie	10.00	31.00
Kamachi, Jennifer	0.00	2.00	Yang, Denny	1.00	87.25
Kan, Jack	1.00	1.00	Yu, Liang	2.00	2.00
Knispal, Brad	2.50	2.50			
TOTAL	48.25	618.50		30.00	435.25

LVA VOLUNTEERS

Literacy Volunteer Hours	476.00
TOTAL VOLUNTEER HOURS	886.50

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

	Regular/Temp. Volunteers		Literacy Volunteers	
	FY95/96	FY95/96	FY95/96	FY95/96
January	362.75	361.25	523.00	469.00
February	511.50	339.25	509.00	601.50
March	437.50	410.50	509.00	476.00
April	554.25		467.00	
May	406.25		546.50	
June	386.75		297.00	
July	433.00		423.00	
August	573.00		333.50	
September	354.25		377.50	
October	432.25		580.00	
November	418.00		449.50	
December	301.00			

Placentia Library District
Circulation Report
APRIL 16, 1996

	FY 95-96 YTD	FY94-95 YTD	% CHANGE FY95 TO FY96	FY95-96 MAR 96	FY94-95 MAR 95
1st Time Checkouts	156,666	158,676	-1.27%	18,448	19,473
Phone Renewals	9,771	10,365	-5.73%	1,320	1,256
In-Building Renewals	20,178	20,987	-3.85%	2,525	2,860
Total Renewals	29,949	31,352	-4.47%	3,845	4,116
TOTAL CHECKOUTS	186,615	190,028	-1.80%	22,293	23,589
On-Time Checkins	153,375	150,895	1.64%	18,108	18,684
Late Checkins	28,880	30,353	-4.85%	3,808	3,679
TOTAL CHECKINS	182,255	181,248	0.56%	21,916	22,263
Holds Placed	3,724	3,625	2.73%	382	445
Holds Cancelled	624	674	-7.42%	59	86
Holds Filled	3,208	3,094	3.68%	353	358
Holds Expired	19	76	-75.00%	1	3
Overdue Items	9,383	9,772	-3.98%	1,155	1,152
Overdue Notices	4,188	4,505	-7.04%	507	556
Billing Notices	5,017	5,377	-6.70%	631	645
Patrons Registered	3,480	3,199	8.78%	408	421
Titles Added	7,065	4,049		700	874
Volumes Added	11,840	6,606		1,079	1,333
CIRCULATION BY TYPE OF MATERIAL					
Adult Print	88,574	90,169	-1.77%	10,426	11,389
Juvenile Print	77,852	77,597	0.33%	9,274	9,731
Total Print	166,426	167,766	-0.80%	19,700	21,120
Audio	7,784	8,965	-13.17%	991	994
Visual	12,361	15,710	-21.32%	15,524	1,475
Equipment	0	0	0.00%	0	0
Total Audio Visual	20,145	24,675	-18.36%	2,298	2,469
TOTAL CIRCULATION	186,615	190,028	-1.80%	22,293	23,589
Placentia Circulation	111,323	111,586	-0.24%	13,057	13,477
% Placentia Circulation	59.67%	57.98%	2.91%	59.36%	57.13%
Anaheim/Yorba Linda Circulation	38,176	39,230	-2.69%	4,714	5,054
% Anaheim/Yorba Linda Circulation	20.46%	20.39%	0.34%	21.43%	21.43%
TYPES OF BORROWERS					
Adult	129,785	143,052	-9.27%	15,459	17,214
Young Adult	2,464	1,581	55.85%	450	295
Juvenile	42,143	41,801	0.82%	4,965	4,754
New Borrower	12,900	5,941	117.14%	1,313	1,087
Non Resident	0	0	0.00%	0	0
Other	28	68	-58.82%	0	7
TOTAL BORROWERS	187,320	192,443	-2.66%	22,293	23,589
ATTENDANCE	299,455	307,332	-2.56%	36,764	37,351
Adult Reference - -In Building	14,682	18,210	-19.37%	1,905	3,122
Adult Reference - Telephone	4,728	3,217	46.97%	332	512
Children's Reference - In Building	7,660	10,340	-25.92%	1,058	1,125
Children's Reference - Telephone	497	522	N.A.	40	78
Total Adult Reference	19,410	21,427	-9.41%	2,237	3,634
Total Children's Reference	8,157	10,862	-24.90%	1,098	1,203
Total In Building Reference	22,342	28,550	-21.74%	2,963	4,247
Total Telephone Reference	5,225	3,739	39.74%	372	590
TOTAL REFERENCE	27,567	32,289	-14.62%	3,335	4,837

New Borrower line Indicates 117.14% increase because items were done in batch process

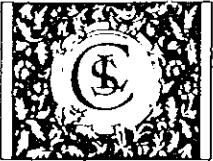
TO: Elizabeth D. Minter, Library Director
FROM: Jeannine Walters, Families for Literacy Coordinator
DATE: April 16, 1996
SUBJECT: **California State Library Foundation Funding Agreement Form**

A funding agreement form has been received from the California State Library Foundation. By signing this form, Placentia Library District will be eligible to receive money from the Foundation's Families For Literacy Fund. By signing the form, Library staff also agree to use this money to purchase high quality paperback books at a discount price for distribution to eligible families in the Library's Families for Literacy program.

Money for this fund comes from Huell Howser Production's share of the total royalties from the sale of individual *California's Gold* video cassettes.

In addition to purchasing and distributing the paperback books, the FFL Coordinator will be responsible for submitting a reporting form in July stating the amount of funds received, the number of books purchased, and the benefit derived from the use of these funds. All funds must be incurred by July 31, 1996.

Money from this fund was received by Placentia Library District last year.



CALIFORNIA
S T A T E
L I B R A R Y
F O U N D A T I O N

FAMILIES FOR LITERACY FUND

FUNDING AGREEMENT

To: California State Library Foundation
1225 8th Street, Suite 345
Sacramento, CA 95814
(916) 447-6331

PRESERVING
PROTECTING
AND PROMOTING
CALIFORNIA'S
RICH CULTURAL
HERITAGE

From: Library Placentia Library District
Contact Jeannine Walters
Street 411 E. Chapman Ave.
City, State, ZIP Placentia, CA 92670
Phone (714) 528-1906

The Placentia Library District Library agrees to abide by the California State Library Foundation **FAMILIES FOR LITERACY FUND Guidelines**, hereby incorporated by reference. The Placentia Library District Library will receive funding from this program to purchase books to distribute to the eligible families in the Library's FFL program and will submit the **Reporting Form** to the California State Library Foundation no later than July 31, 1996.

Signature *Ed Smith*

Title Library Director

for Placentia Library District Library

Date 3-26-96

(916) 447-6331
1225 - 8TH STREET
SUITE 345
SACRAMENTO, CA
95814

CITY OF PLACENTIA INVOICES

PERIOD COVERED FY1992-1993	DATE INVOICE	S. CA EDISON	TURF	GROUNDS	MAINT/ REPAIRS	CIV CTR FIRE INS	CIV CTR BONDS	TOTAL
Jul 1992	Aug 27, 1992	6,272.41	971.48	737.51	0.00			7,981.40
Aug 1992	Oct 22, 1992	6,524.22	971.48	935.65	116.60			8,547.95
Sep 1992	Oct 22, 1992	6,171.20	971.48	764.06	660.13			8,566.87
Oct 1992	Nov 24, 1992	4,992.07	971.48	696.64	307.17			6,967.36
Nov 1992	Dec 18, 1992	4,232.76	971.48	957.68	0.00			6,161.92
Dec 1992	Feb 24, 1993	2,965.93	971.48	743.27	84.42			4,765.10
Jan 1993	Feb 24, 1993	2,953.86	971.48	768.77	173.14			4,887.25
Feb 1993	Apr 21, 1993	3,525.55	971.48	969.05	288.92			5,755.00
Mar 1993	Apr 21, 1993	3,790.10	971.48	785.83	337.01			5,884.42
Apr 1993	Jun 10, 1993	4,325.98	971.48	694.27	0.00		3,614.72	9,606.45
May 1993	Jun 21, 1993	4,707.57	971.48	1,072.18	0.00			6,751.23
Jun 1993	Jul 29, 1993	5,952.07	971.48	1,036.71	0.00			7,960.26
TOTAL		56,413.72	11,657.76	10,161.62	1,967.39	0.00	3,614.72	83,815.21
AVG		4,701.14	971.48	846.80	163.95			6,984.60

PERIOD COVERED FY1993-1994	DATE INVOICE	S. CA EDISON	TURF	GROUNDS	MAINT/ REPAIRS	CIV CTR FIRE INS	CIV CTR BONDS	TOTAL
Jul 1993	Sep 2, 1993	5,529.93	971.48	727.93	0.00			7,229.34
Aug 1993	Oct 11, 1993	5,715.29	971.48	734.39	0.00	1,796.25		9,217.41
Sep 1993	Dec 15, 1993	4,803.98	971.48	1,063.29	0.00			6,838.75
Oct 1993	Dec 15, 1993	3,885.50	971.48	619.84	0.00			5,476.82
Nov 1993	Dec 15, 1993	3,688.52	971.48	908.50	0.00		234.50	5,803.00
Dec 1993	Feb 10, 1994	3,664.30	971.48	982.15	335.31			5,953.24
Jan 1994	Mar 14, 1994	3,349.29	971.48		0.00			4,320.77
Feb 1994	Mar 24, 1994	3,715.12	971.48	1,658.34	391.69			6,736.63
Mar 1994	Jun 10, 1994	3,801.89	971.48	748.54	0.00			5,521.91
Apr 1994	Jun 10, 1994	3,952.49	971.48	755.39	2,264.69		1,605.50	9,549.55
May 1994	Jun 14, 1994	4,332.79	971.48	785.36	387.88			6,477.51
Jun 1994	Jul 22, 1994	5,636.36	971.48	725.34	0.00	0.00	0.00	7,333.18
TOTAL		52,075.46	11,657.76	9,709.07	3,379.57	1,796.25	1,840.00	80,458.11
AVG		4,339.62	971.48	809.09	281.63			6,704.84

PERIOD COVERED FY1994-1995	DATE INVOICE	S. CA EDISON	TURF	GROUNDS	MAINT/ REPAIRS	CIV CTR FIRE INS	CIV CTR BONDS	TOTAL
Jul 1994	Aug 19, 1994	5,482.30	609.68	1,036.62	443.32	0.00	0.00	7,571.92
Aug 1994	Sep 19, 1994	5,954.67	900.00	711.90	0.00	0.00	0.00	7,566.57
Sep 1994	Oct 20, 1994	5,588.85	900.00	688.04	107.50	0.00	0.00	7,284.39
Oct 1994	Nov 16, 1994	4,312.18	900.00	691.73	107.50	0.00	0.00	6,011.41
Nov 1994	Jan, 1995	3,091.73	900.00	720.39	0.00	0.00	0.00	4,712.12
Dec 1994	Jan 11, 1995	3,837.58	0.00	710.90	107.50	0.00	0.00	4,655.98
Jan 1995	Feb 15, 1995	3,408.78	1,530.00	927.11	107.50	0.00	0.00	5,973.39
Feb 1995	Mar 9, 1995	3,584.55	765.00	713.10	107.50	0.00	0.00	5,170.15
Mar 1995	Apr 11, 1995	3,645.82	765.00	709.87	153.34	0.00	0.00	5,274.03
Apr 1995	May 8, 1995	3,655.84	765.00	720.60	0.00	0.00	0.00	5,141.44
May 1995	Jun 13, 1995	3,684.86	765.00	731.66	215.33	0.00	1,732.03	7,129.08
Jun 1995	Jul 26, 1995	4,618.99	765.00	710.90	797.50			6,892.39
TOTAL		50,866.15	9,564.68	9,073.02	2,146.99	0.00	1,732.03	73,382.87
AVG		4,238.85	797.06	756.09	178.92			6,671.17

PERIOD COVERED FY1995-1996	DATE INVOICE	S. CA EDISON	TURF	GROUNDS	MAINT/ REPAIRS	CIV CTR FIRE INS	CIV CTR BONDS	TOTAL
Jul 1995	Aug 11, 1995	5,270.46	724.83	835.38	0.00	0.00	0.00	6,830.67
Aug 1995	Sep 11, 1995	5,423.86	720.61	835.38	107.50	0.00	0.00	7,087.35
Sep 1995	Oct 5, 1995	5,607.26	523.47	835.38	40.78			7,006.89
Oct 1995	Nov 9, 1995	4,341.85	712.90	835.38	539.57			6,429.70
Nov 1995	Dec 8, 1995	3,678.53	718.12	835.38			255.66	5,487.69
Dec 1995	Jan 26, 1996	3,594.00	852.78	835.38	107.50			5,389.66
Jan 1996	Feb 7, 1996	3,259.95	753.70	835.38	128.50			4,977.53
Feb 1996	Mar 21, 1996	3,739.72	765.96	835.38	289.69			5,630.75
Mar 1996								0.00
Apr 1996								0.00
May 1996								0.00
Jun 1996								0.00
TOTAL		34,915.63	5,772.37	6,683.04	1,213.54	0.00	255.66	48,840.24
AVG		4,364.45	721.55	835.38	151.69			6,105.03

04/08/96

TOTAL DOLLARS SPENT

FY1992-1993	LABOR	EQUIPMENT	MATERIAL	TOTAL 50% LIBRARY	
Jul 1992	1,180.60	275.00	19.41	1,475.01	737.51
Aug 1992	1,415.02	411.00	45.27	1,871.29	935.65
Sep 1992	1,058.78	437.00	32.34	1,528.12	764.06
Oct 1992	1,092.90	258.00	42.37	1,393.27	696.64
Nov 1992	1,403.88	505.00	6.48	1,915.36	957.68
Dec 1992	1,118.20	292.00	32.34	1,442.54	721.27
Jan 1993	1,213.20	292.00	32.34	1,537.54	768.77
Feb 1993	1,458.68	462.00	17.41	1,938.09	969.05
Mar 1993	1,213.32	326.00	32.34	1,571.66	785.83
Apr 1993	1,081.20	275.00	32.34	1,388.54	694.27
May 1993	1,723.03	360.00	61.32	2,144.35	1,072.18
Jun 1993	1,624.08	417.00	32.34	2,073.42	1,036.71
TOTAL	15,582.89	4,310.00	386.30	20,279.19	10,139.60
AVG	1,298.57	359.17	32.19	1,689.93	844.97

TOTAL DOLLARS SPENT

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

TOTAL DOLLARS SPENT

FY1994-1995	LABOR	EQUIPMENT	MATERIAL	TOTAL 50% LIBRARY	
Jul 1994	1,660.80	360.00	52.44	2,073.24	1,036.62
Aug 1994	1,213.32	204.00	6.48	1,423.80	711.90
Sep 1994	1,151.10	204.00	20.97	1,376.07	688.04
Oct 1994	1,151.10	204.00	28.36	1,383.46	691.73
Nov 1994	1,213.32	204.00	23.46	1,440.78	720.39
Dec 1994	1,213.32	204.00	4.48	1,421.80	710.90
Jan 1995	1,495.74	354.00	4.48	1,854.22	927.11
Feb 1995	1,213.32	189.00	23.88	1,426.20	713.10
Mar 1995	1,259.16	189.00	17.41	1,465.57	732.79
Apr 1995	1,213.32	204.00	23.88	1,441.20	720.60
May 1995	1,213.32	204.00	46.40	1,463.72	731.86
Jun 1995	1,213.32	204.00	4.48	1,421.80	710.90
TOTAL	15,211.14	2,724.00	256.72	18,191.88	9,095.93
AVG	1,267.60	227.00	21.39	1,515.99	757.99

TOTAL DOLLARS SPENT

FY1995-1996	LABOR	EQUIPMENT	MATERIAL	TOTAL 50% LIBRARY	
Jul 1995	1,213.32	204.00	32.34	1,449.66	724.83
Aug 1995	1,213.32	204.00	23.89	1,441.21	720.61
Sep 1995	853.52	174.00	19.41	1,046.93	523.47
Oct 1995	1,212.82	204.00	8.97	1,425.79	712.90
Nov 1995	1,212.82	204.00	19.41	1,436.23	718.12
Dec 1995	1,308.10	333.00	64.45	1,705.55	852.78
Jan 1996	1,283.50	204.00	19.90	1,507.40	753.70
Feb 1996	1,283.50	204.00	44.41	1,531.91	765.96
Mar 1996				0.00	0.00
Apr 1996				0.00	0.00
May 1996				0.00	0.00
Jun 1996				0.00	0.00
TOTAL	9,580.90	1,731.00	232.78	11,544.68	5,772.34
AVG	1,197.61	216.38	29.10	1,443.09	721.54

DOLLARS BY TYPE OF WORKER

FY1992-1993	SUPERVISOR	CREWLEAD	SWEEPER	TRIMMER	MAINT WORK	TOTAL
Jul 1992	125.32	149.46	47.02		858.80	1,180.60
Aug 1992	187.98	149.46	47.02		1,030.56	1,415.02
Sep 1992	125.32	149.46	47.02	92.88	644.10	1,058.78
Oct 1992	186.66	153.36	48.24		704.64	1,092.90
Nov 1992	248.88	255.60	48.24	190.56	660.60	1,403.88
Dec 1992	248.88	204.48	48.24		660.60	1,162.20
Jan 1993	248.88	255.60	48.12		660.60	1,213.20
Feb 1993	311.00	306.72	48.24		792.72	1,458.68
Mar 1993	248.88	255.60	48.24		660.60	1,213.32
Apr 1993	248.88	255.60	48.24		528.48	1,081.20
May 1993	311.11	306.72	48.24		1,056.96	1,723.03
Jun 1993	248.88	255.60	48.24	190.56	880.80	1,624.08
TOTAL	2,740.67	2,697.66	575.10	474.00	9,139.46	15,626.89
AVG	228.39	224.81	47.93	39.50	761.62	1,302.24

DOLLARS BY TYPE OF WORKER

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

DOLLARS BY TYPE OF WORKER

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

DOLLARS BY TYPE OF WORKER

FY1995-1996	SUPERVISOR	CREWLEAD	SWEEPER	TRIMMER	MAINT WORK	TOTAL
Jul 1995	248.88	255.60	48.24	0.00	660.60	1,213.32
Aug 1995	248.88	255.60	48.24	0.00	660.60	1,213.32
Sep 1995	248.88	204.08	48.24	0.00	352.32	853.52
Oct 1995	248.88	255.10	48.24	0.00	660.60	1,212.82
Nov 1995	248.88	255.10	48.24	0.00	660.60	1,212.82
Dec 1995	248.88	255.10	48.24	95.28	660.60	1,308.10
Jan 1996	261.36	270.00	51.04	0.00	701.10	1,283.50
Feb 1996	261.36	270.00	51.04	0.00	701.10	1,283.50
Mar 1996						0.00
Apr 1996						0.00
May 1996						0.00
Jun 1996						0.00
TOTAL	2,016.00	2,020.58	391.52	95.28	5,057.52	9,580.90
AVG	252.00	252.57	48.94	11.91	632.19	1,197.61

TIME BY TYPE OF WORKER

FY1992-1993	SUPERVISOR	CREWLEAD	SWEEPER	BLDG MAINT TRIMMER	MAINT WORK	TOTAL
Jul 1992	4.00	8.00	2.00	0.00	40.00	52.00
Aug 1992	6.00	6.00	2.00	0.00	48.00	62.00
Sep 1992	4.00	6.00	2.00	4.00	30.00	46.00
Oct 1992	6.00	8.00	2.00		32.00	46.00
Nov 1992	8.00	10.00	2.00	8.00	30.00	58.00
Dec 1992	8.00	8.00	2.00		30.00	48.00
Jan 1993	8.00	10.00	2.00		30.00	50.00
Feb 1993	10.00	12.00	2.00		36.00	60.00
Mar 1993	8.00	10.00	2.00		30.00	50.00
Apr 1993	8.00	10.00	2.00		24.00	44.00
May 1993	10.00	12.00	2.00		48.00	72.00
Jun 1993	8.00	10.00	2.00	8.00	40.00	68.00
TOTAL	88.00	106.00	24.00	20.00	418.00	656.00
AVG	7.33	8.83	2.00	1.67	34.83	54.67

TIME BY TYPE OF WORKER

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

TIME BY TYPE OF WORKER

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

TIME BY TYPE OF WORKER

FY1995-1996	SUPERVISOR	CREWLEAD	SWEEPER	BLDG MAINT TRIMMER	MAINT WORK	TOTAL
Jul 1995	8.00	10.00	2.00	0.00	30.00	50.00
Aug 1995	8.00	10.00	2.00	0.00	30.00	50.00
Sep 1995	8.00	8.00	2.00	0.00	16.00	34.00
Oct 1995	8.00	10.00	2.00	0.00	30.00	50.00
Nov 1995	8.00	10.00	2.00	0.00	30.00	50.00
Dec 1995	8.00	10.00	2.00	4.00	30.00	54.00
Jan 1996	8.00	10.00	2.00		30.00	50.00
Feb 1996	8.00	10.00	2.00		30.00	50.00
Mar 1996						0.00
Apr 1996						0.00
May 1996						0.00
Jun 1996						0.00
TOTAL	64.00	78.00	16.00	4.00	226.00	388.00
AVG	8.00	9.75	2.00	0.50	28.25	48.50

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *edm*
DATE: April 16, 1996
SUBJECT: Budget and Legislative Activities

BACKGROUND:

State Library

The Santiago Library System Executive Council and System Advisory Board met with State Librarian Kevin Starr on April 11, 1996. Santa Ana Library Director Rob Richard was also in attendance.

The representatives discussed in detail the problems for public libraries in Orange County with the State's programs of transaction based reimbursement (TBR) for direct walk in borrowers and the Public Library Fund. Senate Bill 1477 (Johnson) (Attachment A) was discussed. We expressed our frustration with the refusal by the California Library Services Board and the California Library Association Legislative Committee to seriously consider the necessity and merits of this Bill.

The Library Directors told Dr. Starr that unless something substantial was done to either increase the per item amount of TBR, or the per capita allocations of the Public Library Fund, that more public libraries would soon be withdrawing from the systems because of local political pressures to discontinue such outrageously heavy subsidy of library services to non residents. Over 50% of the services at the Newport Beach Public Library are being provided to non-residents. Its total budget is approximately \$3 million and it receives only \$300,000 in TBR from the State.

Santiago Library System has already lost both Huntington Beach and Santa Ana Public Libraries from its cooperative services because of the failure of TBR to cover the costs of providing those services. Both of these libraries now charge non-resident fees. Some of the City Council Members in Newport Beach strongly support charging a non-resident fee and the future of that Library as a SLS member is considered tenuous.

The Public Library Fund (PLF) has been providing inadequate payments to California's libraries because of the State Budget. If PLF were fully funded, as provided in its enabling legislation, Placentia Library District would have received \$91,972 for FY 1995-1996. Its actual allocation was \$15,986 or 17.4% of the full funding amount. The additional \$75,986 would be a major factor in the restoration of the District's book budget to pre-property tax shift levels. Letters in support of full funding for PLF have been requested by the CLA Legislative Committee (Attachment B).

Dr. Starr has scheduled a meeting of all California public library directors for Monday, April 29 in Sacramento. Both of these funding problems will be discussed at this meeting. The California Library Association Legislative Day is scheduled for April 30.

California Special District Association (CSDA)

The CSDA Legislative Day is scheduled for May 6.

Attachment C is a legal summary of the "Right to Vote Act" initiative currently being circulated by the Howard Jarvis Taxpayers Association. The summary was prepared by CSDA Legal Counsel David McMurchie.

California Advocates

Mike Belote will be meeting with representatives from Buena Park and Placentia Library Districts on Friday, April 19 at 11:30 A.M. in Placentia.

RECOMMENDATIONS:

- Page*
1. Approve travel and expenses for Library Director Minter to attend the public library directors meeting with the State Librarian in Sacramento on Monday, April 29.
 2. Approve travel and expenses for Library Board President Dinsmore to attend the California Library Trustees and Commissioners Board Meeting on Monday, April 29 and the California Library Association Legislative Day on Tuesday, April 30 in Sacramento.

SENATE BILL**No. 1477**Agenda Item 23
Attachment A**Introduced by Senator Johnson****February 6, 1996**

An act to amend Section 18743 of the Education Code, relating to libraries.

LEGISLATIVE COUNSEL'S DIGEST

SB 1477, as introduced, Johnson. Libraries.

Existing law requires the state to reimburse, pursuant to an allocation formula developed by the California Library Services Board and approved by the Department of Finance, a library that is a member of a system, as specified, that incurs a disproportionate handling cost under universal borrowing because the library directly lends a greater number of items to users from outside its jurisdiction than its residents directly borrow from libraries of other jurisdictions.

This bill would permit the library to charge a fee to users from outside its jurisdiction to cover any difference between the reimbursement rate for handling adopted by the California Library Services Board and the reimbursement rate funded by the state.

Vote: majority. Appropriation: no. Fiscal committee: yes. State-mandated local program: no.

The people of the State of California do enact as follows:

- 1 SECTION 1. Section 18743 of the Education Code
- 2 amended to read:
- 3 18743. Each member library of a system shall provide
- 4 equal access to all residents of the area served by the

1 system. Member libraries that incur a net imbalance shall
2 be reimbursed through the system for the handling costs
3 of the net loans according to the allocation formula
4 developed pursuant to subdivision (f) of Section 18724. In
5 any fiscal year in which, pursuant to subdivision (f) of
6 Section 18724, the reimbursement rate adopted by the
7 California Library Services Board is not approved by the
8 Department of Finance, the governing authority of each
9 member library may, for the next fiscal year, charge a fee
10 that will reimburse the member library for the difference
11 between the reimbursement rate adopted by the
12 California Library Services Board, and the
13 reimbursement rate funded by the state. The fee, if
14 imposed, shall be collected only from users who live
15 outside the territory of the member library's jurisdiction.
16 The governing authority of the member library for each
17 fiscal year it imposes a fee, in setting the fee, shall include
18 any surplus or deficiency due to the fee from the last fiscal
19 year in which a fee was imposed.

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Agenda Item 23

Attachment B

Post-It™ brand fax transmittal memo 7671		# of pages > 4
To	MCLS / SLS / SSCLS Libraries	From MCLS HQ
Dept.		Co.
Fax #		Phone # 818 / 683-8244
		Fax # 818 / 683-8097

MICHAEL F. DILLON & ASSOCIATES INC.

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

March 25, 1996

TO: CLA MEMBERS AND ALL COOPERATIVE LIBRARY SYSTEMS

FROM: Mike Dillon, Lobbyist

RE: LEGISLATIVE ACTION

EFFORT TO FUND PLF, NEED MORE LETTERS - ACTION REQUESTED!

In our March 6, 1996 correspondence to you, we asked all CLA members to write letters to the members of the Senate and Assembly Budget Subcommittees, encouraging them to fully fund the Public Library Foundation Program (PLF). To date, the respective subcommittees have each received approximately 40-50 letters in support of the \$50 million push for full-funding. While that is a good start, to make the PLF a top priority issue, we will need to furnish the subcommittees with hundreds of letters.

It is not too late to write the members of the subcommittees and urge their support of full funding. The issue will more than likely surface during the second or third week in April, after the legislative Easter recess. Please take a moment to write each member listed below, today!

ASSEMBLY BUDGET SUBCOMMITTEE NO. 2 ON EDUCATION FINANCE:

Assemblyman Bernie Richter, Chair
Assemblyman Scott Baugh, Member
Assemblywoman Denise Moreno Ducheny, Member
Assemblyman Gary Miller, Member

SENATE BUDGET & FISCAL REVIEW SUBCOMMITTEE NO. 1 ON EDUCATION FINANCE:

Senator Nicholas Petris, Chair
Senator Jack O'Connell, Member
Senator Cathie Wright, Member

SAMPLE ADDRESS:

The Honorable Bernie Richter
Chairman, Assembly Budget Subcommittee No. 2 on Education Finance
State Capitol
Sacramento, CA 95814

Letters should request that the "Public Library Foundation Program (PLF) be fully funded in the amount of \$50,890,360, Budget Item #6120-221-0001." Further, letters should include examples of cuts your library has been forced to make in recent years and what you would use the additional funding for. Please encourage your friends, groups, trustees, interested citizens, etc. to also write letters to members of the subcommittees. (For supplementary background information, please refer to our CLA memo 3/6/96 regarding the history of the PLF.)



RIGHT TO VOTE ON TAXES ACT
Petition by the Howard Jarvis Taxpayers Association
prepared by David McMurchie, CSDA Legal Counsel
McMurchie, Foley, Brandenburger, Weill & Lenahan

The Act proposes to add Articles XIII C and XIID to the California Constitution. The basic assumption of the Act is that Californians should not be taxed without their consent and citizens should be protected from any unreasonable tax increases.

The basic purpose of the Act is to extend the citizen consent requirements for increased real property taxes pursuant to Proposition 13 to real property assessments and property related fees and charges.

Assessments

1. The Right to Vote on Taxes Act provides that local governments may continue to impose all types of assessments otherwise provided by law, without regard to direct or indirect benefit to property, as long as the assessment will confer a "special benefit" upon the real property subject to the assessment, and so long as the benefit conferred on the property is "proportional" to the amount that property is assessed. This concept of "proportionality" apparently is to be measured in terms of the cost of the improvement or service being financed with assessment proceeds. General enhancement of property value will no longer constitute a special benefit. In order to justify an assessment, a local agency will have to show that the property being assessed is receiving a particular and distinct benefit over and above general benefits conferred on property owned by the public at large.

2. The Right to Vote on Taxes Act changes existing procedures requiring notices of public hearings to institute or increase assessments. A written notice must be mailed to all owners and must include the amount chargeable to each particular parcel and other detailed information. The mailed notice must now include a ballot form which the property owner can use to express support or opposition to the proposed assessment.

3. The Act redefines "majority protest." This initiative provides that a majority protest exists for all types of assessments, if, upon the conclusion of the public hearing, ballots submitted in opposition to the assessment exceed the ballots submitted in favor of the assessment. In tabulating the ballots, the ballots are to be weighted according to the proportional financial obligation of the assessed property. The Act goes further to state that the majority protest process applicable to landowners only is based on the fact that only landowners will receive the "special benefit" for which the assessment is being levied. It also includes a provision that if any court finds such a provision to deny nonproperty owners the right to vote on assessment, then assessments cannot be instituted or increased unless they receive both majority ballot support by property owners measured in terms of the dollar value of ballots cast in favor of the assessment, and a two-thirds vote of the electorate.

This is a new concept which differs from all other existing definitions of "majority protest" in current assessment law. This provides an opportunity for a small group of property owners to veto an assessment if the "silent majority" who are in favor of the assessment do not return their ballots to be counted.

The Act does not contain a requirement that new or increased assessments must also be approved by a vote of the electorate, but rather requires a majority protest

process applicable to landowners only based on the fact that only landowners will receive the "special benefit" for which the assessment is being levied.

4. This initiative would require local agencies, the state, state agencies, and federal agencies to be liable for payment of local agency assessments unless the local agency can demonstrate by clear and convincing evidence that such publicly owned property does not receive a special benefit from the facilities or services being financed with assessment proceeds.

Effect on Existing Assessments

1. The Act does contain a "grandfather clause" for existing assessments on the effective date of the initiative for either capital development or maintenance and operations for water, sewer, flood control, drainage control, vector control, sidewalks and street construction purposes. However, subsequent increases in any such assessment are subject to all provisions of the Act.

2. The Act exempts any assessments imposed pursuant to a petition signed by all of the persons owning property subject to the assessment at the time the assessment is initially imposed. Therefore, a local agency may continue to levy assessments on property to be developed with the consent of the developer prior to the time the property is subdivided or sold to the public.

3. The Act exempts existing assessments "the proceeds of which are exclusively used to repay bonded indebtedness of which the failure to pay would violate the contract impairment clause of the Constitution of the United State of America."

However, there are many types of financial obligations secured by a pledge of assessment revenues which do not meet the definition of "bonded indebtedness", but which do involve contractual obligations of a local agency which would be impaired in contravention of the contract impairment clause if the provisions of the Act were made subject to such existing assessments. There is a serious question as to whether the Act is constitutional if applied to an existing assessment in such a manner as to result in a local agency's default on its contractual financial obligations secured by assessment revenues.

4. The Act exempts any assessments which previously received majority voter approval. Any subsequent increases in such assessments are subject to the procedures and approval process of the Act.

5. The Act is unclear as to whether all existing assessments which do not fall into one of these exemptions are subject to a property owner ratification process utilizing the Act's mailed notice and majority protest provisions. Any retroactive application of the Act to existing assessments which impairs an agency's obligation of contract may be constitutionally suspect.

Property-related fees and Charges

1. The Act defines property-related fees or charges as those fees imposed upon a person as an incident of property ownership. Fees for electrical or gas service are not considered to be property related fees and charges. The Act also exempts any laws "relating to the imposition of fees or charges as a condition of property development"

which include developer or mitigation fees and water and/or sewer capital facilities fees or capacity fees.

2. The Act sets forth a new procedure for imposing new or increased property-related fees and charges. This procedure includes mailed written notice (with required information), a public hearing and a majority protest process, although no mailed ballot is required.
3. The Act defines "majority protest" differently for property-related fees and charges. A majority protest against the property related fee or charge consists of written protest by a majority of owners of all parcels subject to pay the fee.
4. The Act requires any new or increased property related fee or charge other than sewer, water, and refuse collection also must be approved by a majority vote of the property owners of the property subject to the fee or charge, in addition to complying with the majority protest process.
5. The Act specifically provides that standby charges to the extent that the service is not actually used or immediately available to the property owner constitutes an assessment and must follow assessment procedures.
6. The Act prohibits property-related fees for general government services such as police, fire, ambulance, or library services, where the services are available to the public at large in substantially the same manner as the property owners being assessed the fee.
This provision requires changes for general governmental services to be construed as assessments. However, the assessment provisions require a "special benefit" to property over and above the benefit conferred on property owned by the public in general. Therefore, it appears as if both property related fees and charges and assessments for such generalized services as police, ambulance, and library will be prohibited by law.
7. The Act shifts the burden of justification of the validity of an assessment or property related fee or charge to the local agency.
8. A new or increased property related fee or charge must meet the following requirements: (1) The revenues derived from the fee shall not exceed the cost of the property related service being funded; (2) The revenues derived from the fee cannot be used for any purpose other than threat purpose for which the fee was originally imposed; (3) The amount of the fee imposed on any parcel cannot exceed the proportional cost of the service attributable to that parcel; (4) The fee or charge may not be imposed unless the service is actually used by or immediately available to the owners of the property in question.
9. The Act is unclear whether the majority protest and voter approval provisions apply to an existing property-related fee which is imposed prior to the effective date of the Act on July 1, 1997. Any such retroactive application to existing fees and charges will raise impairment of obligation of contract issued similar to those regarding assessments.

General Taxes

1. The Act specifically states that special districts with special purposes, including school districts, have no power to levy general taxes. The only taxes which may be imposed by special districts are special taxes which by definition require a two-thirds vote.
2. The Act provides that no general tax (a tax imposed for general governmental purposes) can be imposed, extended, or increased unless that general tax is submitted to the electorate and approved by a majority vote.
3. The Act also contains a controversial provision that any general tax which is imposed, extended or increased without voter approval after January 1, 1995, and prior to the effective date of July 1, 1997, can only continue to be imposed if approved by a majority vote of the voters held within two years after the effective date of the Act.

Extension of Initiative Power

1. Section 3 of the Act provides that no other provisions of the Constitution, including those provisions which prohibit referendums on previously approved tax and monetary appropriation measures of local government, shall affect the power of the initiative to reduce or repeal any local tax, assessment, or a property related fee or charge, even if initially imposed in accordance with the provisions of the Act.
2. This portion of the Act attempts to constitutionalize the power of the initiative to reduce or repeal local taxes, assessments and property-related fees and charges, which could have the practical effect of interfering with the financing of a provision of local government services. Local government agencies will no longer be able to depend on the certainty of their revenue sources through taxes, assessments, and property-related fees and charges, since all of these revenue sources would be susceptible to repeal through the exercise of the initiative power at any time.

Conclusion


Due to the ambiguity of the Act with respect to its effect on existing assessments and property-related fees and charge, and due to the Act's provisions which make it more difficult to levy new or increase existing assessments or property-related fees and charge due to the new majority protest provisions and voter approval provisions, those districts with revenue shortfalls should consider whether to begin levying an assessment or property-related fee or charge within the next year. If the Act passes in November 1996, it will be very difficult for such districts to raise revenue through assessments or property-related fees and charges in the future.

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *edm*
DATE: April 16, 1996
SUBJECT: Revision of Library Organization Chart

BACKGROUND

The Fiscal Year 1995-1996 Organization Chart as adopted by the Library Board of Trustees on July 18, 1995 is Attachment A.

Pursuant to staff discussion of desired changes in operations as a result of the current vacancy in the Children's Librarian position and other organizational concerns the following changes in the Organization Chart are recommended (Attachment B):

- 
1. That the Librarian II position currently vacant be given to Librarian I Julie Shook in recognition of her length of service and her increased responsibilities as coordinator of the online reference services and equipment.
2. That the Children's Librarian position be reclassified from Librarian II to Librarian, and increased from .75 FTE to 1.00 FTE. (This position was reduced from 1.00 FTE to .75 FTE at the request of the previous Children's Librarian at the time of the staff reductions in FY 1993-1994.)
3. That the Library Clerk position in Children's Services be reclassified from Library Clerk I to Library Clerk II.
4. That the Library Clerk position in Administrative Services be reclassified from Library Clerk II to Library Clerk I and increased from .15 FTE to .25 FTE.
5. That the Principal Librarian's area of responsibility be designated as Manager of Professional Services responsible for supervising Adult Services, Literacy Services, and Children's Services. This recommendation is being made to increase the coordination of activities, programming, training, and scheduling among these areas.

RECOMMENDATION

Adopt the Placentia Library District Organization Chart for Fiscal Year 1995-1996 Revisions Proposed April 16, 1996.

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES
 Organization Chart for Fiscal Year 1995-1996
 Adopted July, 18 1995

Library Staff
(15.60 FTE)

LIBRARY BOARD

Library Director (1.00 FTE)
Minter

Administrative Services
(1.40 FTE)

Administrative Assistant
Dumitru
Library Assistant
(.25 FTE)
Willauer
Library Clerk II
(.15 FTE)
Cummings

Adult Services
(4.50 FTE)

Principal Librarian
(.50 FTE)
Ammar
Library Clerk II
(.25 FTE)
Vacant/Clark

Children's Services
(2.25 FTE)

Librarian II
(.75 FTE)
Schneider
Library Assistant
(.75 FTE)
Willauer
Library Clerk I
(.25 FTE)
Walters
Library Aide
(.50 FTE)
Guzman

Circulation Services
(5.75 FTE)

Library Assistant
(1.00 FTE)
Burkich
Library Clerk II
(.25 FTE)
Cummings
Library Clerk I
(2.00 FTE)
Wnek (.75 FTE)
Conn (.725 FTE)
Vacant (.275 FTE)
Library Student Assistant
(2.50 FTE)

Technical Services
(.70 FTE)

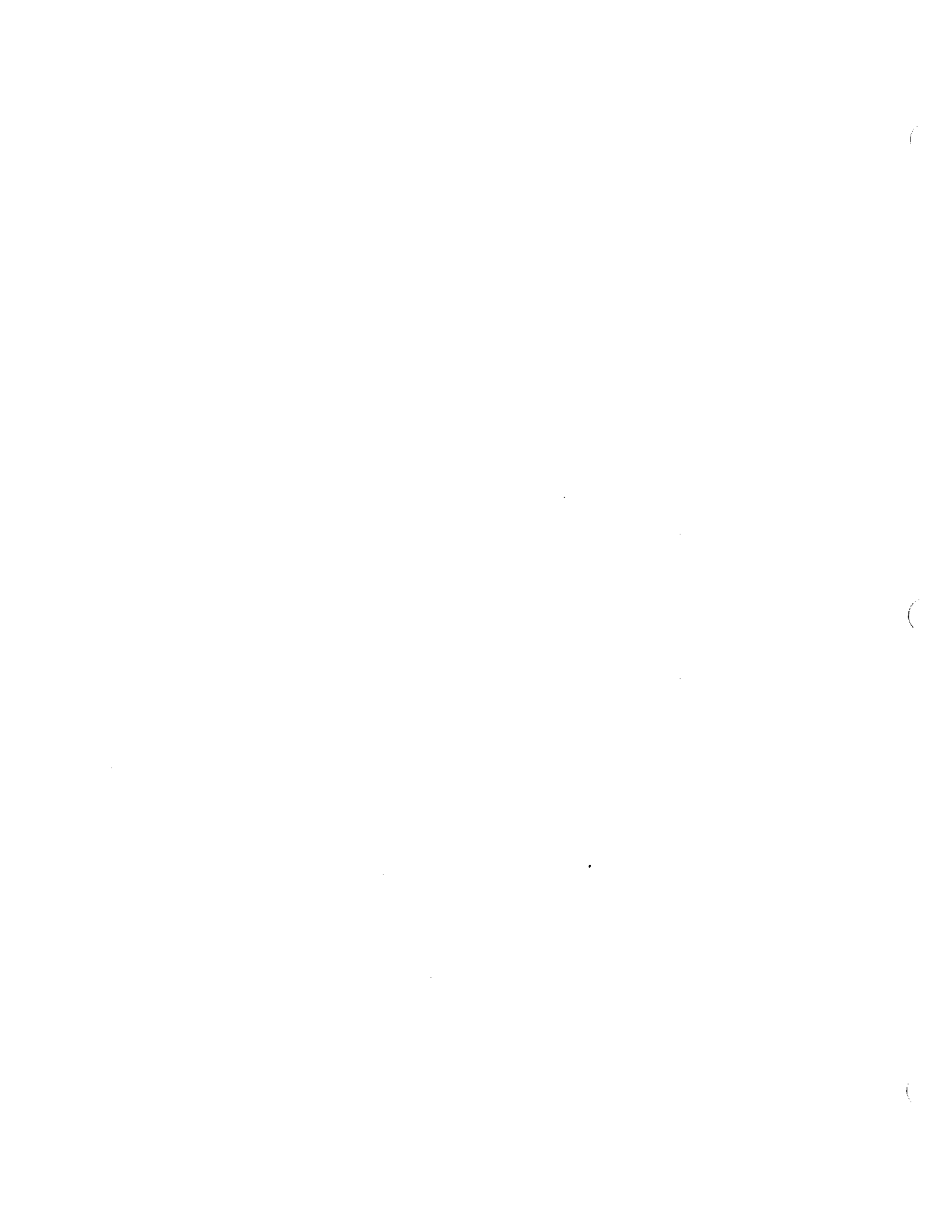
Librarian
(.50 FTE)
Shook
Library Clerk II
(.20 FTE)
Cummings

Reference Desk
(2.25 FTE)

Principal Librarian
(.50 FTE)
Ammar
Librarian II
(1.00 FTE)
McClain
Librarian
(.50 FTE)
Shook
Library Assistant
(.25 FTE)
Jackson

Literacy Services
(1.50 FTE)

Library Assistant/
Literacy Coordinator
(.75 FTE)
Matas (.50 FTE)
Walters (.25 FTE)
Library Assistant/
Family Literacy Coordinator
(.50 FTE)
Walters
Library Clerk I
(.25 FTE)
Wnek



PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES
 Organization Chart for Fiscal Year 1995-1996
 Revision Proposed April 16, 1996

Library Staff
(15.95 FTE)

LIBRARY BOARD

Library Director (1.00 FTE)
Minter

Administrative Services
(1.50 FTE)

Administrative Assistant
Dumitru
Library Assistant
(.25 FTE)
Willauer
Library Clerk I
(.25 FTE)
Walters

Circulation Services
(5.75 FTE)

Library Assistant
(1.00 FTE)
Burkich
Library Clerk II
(.25 FTE)
Cummings
Library Clerk I
(2.00 FTE)
Wnek (.75 FTE)
Conn (.75 FTE)
Vacant (.25 FTE)
Library Student Assistant
(2.50 FTE)

Technical Services
(.70 FTE)

Librarian II
(.50 FTE)
Shook
Library Clerk II
(.20 FTE)
Cummings

Professional Services
(7.00 FTE)

Principal Librarian
(.50 FTE)
Ammar
Library Clerk II
(.25 FTE)
Vacant/Clark

Adult Services
(2.25 FTE)

Principal Librarian
(.50 FTE)
Ammar
Librarian II
(1.50 FTE)
McClain (1.00 FTE)
Shook (.50 FTE)
Library Assistant
(.25 FTE)
Jackson

Literacy Services
(1.50 FTE)

Library Assistant/
Literacy Coordinator
(.75 FTE)
Matas (.50 FTE)
Walters (.25 FTE)
Library Assistant/
Family Literacy
Coordinator
(.50 FTE)
Walters
Library Clerk I
(.25 FTE)
Wnek

Children's Services
(2.50 FTE)

Librarian
(1.00 FTE)
Vacant
Library Assistant
(.75 FTE)
Willauer
Library Clerk II
(.25 FTE)
Cummings
Library Aide
(.50 FTE)
Guzman

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *adm*
DATE: April 16, 1996
SUBJECT: Review of Families for Literacy Program

BACKGROUND:

Principal Librarian Suad Ammar and Families for Literacy Coordinator Jeannine Walters will present an alternative for accomplishing the Families For Literacy program objectives within the Adult Literacy program.

RECOMMENDATION:

Determine whether the grant application for the Families for Literacy Program for Fiscal Year 1996-1997 should be prepared.

Stanger adults + preschool

Suad / EMM

1000

1000

TO: Elizabeth Minter, Library Director

FROM: Suad Ammar, Principal Librarian
Jeannine Walters, Families For Literacy Coordinator

DATE: April 16, 1996

SUBJECT: **Alternative to Families For Literacy Program.**

The Families For Literacy program has been active for the last five years. Within the last year, the Placentia Yorba Linda Unified School District(PYLUSD) has initiated two similar programs, and a third is being offered by the Placentia Human Services Department. This is the reason for suggesting a Library supported program as an alternative to the existing FFL State funded program:

Current FFL Program

- 1- Two ESL tutoring sessions are offered weekly by PYLUSD at the Back's Building and one English Instruction program is given at the Library for adult learners and their children. It is planned and implemented by the FFL coordinator. Transportation to both locations is paid for by the grant funds.
- 2- Tutoring for the FFL adult learners is provided by the PYLUSD Adult Basic Education Program in exchange for Child care services provided by the Library with grant funds.

Library Supported Program

- 1- ESL tutoring will be provided on one-to-one or small group basis through the Placentia Library Literacy Services Program. One bilingual storytime will be planned and offered by the Literacy coordinator on a weekly basis to adult learners and their children. Adult learners will have to provide their own transportation similar to all other literacy students.
- 2- Tutoring will be provided by volunteer Literacy tutors who will be trained in FFL techniques and philosophy, the cooperative agreement between the Library and PYLUSD will discontinue. The children will be involved in the storyhour so there will be no need for child care services.



Alternatives for the Families For Literacy Program 2

- | | | | |
|----|---|----|---|
| 3- | The program requires twenty hours of the coordinator's time which is used for planning and implementing programs, scheduling and securing transportation and child care staff. | 3- | Since there will be no need for transportation or child care, only ten hours of the Literacy coordinator's time will be needed to coordinate and implement the program. |
| 4- | It costs the Library a total of \$33,083 to support the FFL program:
\$31,567 in staff salaries
(coordinator's and support staff time)

\$1,400 in operation costs.

Of the \$20,000 grant fund, \$14,400 is used for personnel, \$4,000 for transportation and the rest is used for books and advertizing. | 4- | The \$31,567 cost to the Library will be more efficiently utilized in the new program. Only ten hours of the Coordinator's time will be used to implement the program. No support staff time will be needed. The remaining ten hours will be used in a different department. By incorporating the new program into the existing Literacy program's budget, more State matching funds will be generated for the Library. The loss of the FFL grant funds will then be minimized. |

TO: Library Board of Trustees

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

DATE: April 16, 1996

SUBJECT: Library Services and Construction Act Title II Grant from the State Library of California for the District's Disabled Access Remodeling Project.

BACKGROUND:

Awarding of the construction contract for this project has been delayed since September 1995 because of the uncertainty of the restoration of the remaining 20% of the District's funds impounded in the Orange County Bankruptcy.

At this point in time there is still no indication that these funds will be restored in time to be used as the District's match for the LSCA II project.

The District will need to seek alternative funding for different aspects of this remodeling project in future years.

RECOMMENDATION:

Authorize the Library Director to notify the State Library, the City of Placentia, Alexander Drake Hibbs, Inc., and Old Hickory Construction, that, with great regret, Placentia Library District is relinquishing its LSCA II Grant for the District's Disabled Access Remodeling Project.

Stark/Son

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *edm*
DATE: April 16, 1996
SUBJECT: **Establish Rate for Personal Photocopies Made on the Office Copier for Staff, Volunteers, and Trustees**

BACKGROUND

The new office photocopier has an audit capability that enables reliable accounting for personal photocopying by staff, volunteers and trustees.

A rate of 3¢ per copy will cover the cost of photocopier maintenance and supplies.

RECOMMENDATION:

Adopt rate of 3¢ per copy for personal photocopies made on the office copier for staff, volunteers, and trustees.

Staff/SALE

TO: Library Board of Trustees

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

DATE: April 16, 1996

SUBJECT: **Orange County Bankruptcy Ballots for Accepting or Rejecting the Debtor's Plan of Adjustment**

BACKGROUND:

Three separate ballots have been received from Janice M. Mittemeier, Chief Executive Officer of the County of Orange, for the approval of the Second Amended Plan of Adjustment for the County of Orange. The cover letter is Attachment A.

Ballots are to be returned by April 29, 1996.

Orange County Investment Pool Counsel Patrick Shea has advised the District that he will be issuing a letter concerning these ballots during the week of April 15 (Attachment B). He has suggested that Agencies wait until he has issued his letter before submitting their votes in case something goes wrong with the negotiations with the Option B Agencies over the weekend.

At a meeting of the Special Districts on April 12 Mr. Shea suggested that it would be acceptable for Boards who meet before his letter is issued to pass acceptance of the ballots subject to the receipt of his letter so that these will not have to call a special meeting just for this issue.

RECOMMENDATION:

Authorize the Library Director to submit the affirmative votes of the Library Board of Trustees and sign the acceptance of the Plan of Adjustment for Classes B-12, A-5, B-14, A-20, and C-2, subject to the receipt of an affirmative recommendation from Patrick Shea, Counsel to Orange County Investment Pool. If the affirmative recommendation is not received the Library Director is to bring the ballots back to the Library Board for reconsideration.

Stacy Minter



JANICE M. MITTERMEIER
CHIEF EXECUTIVE OFFICER

COUNTY EXECUTIVE OFFICE
ROBERT E. THOMAS HALL OF ADMINISTRATION
10 CIVIC CENTER PLAZA, 3RD FLOOR
SANTA ANA, CA 92701-4062

TELEPHONE (714) 834-6200

FAX: (714) 834-3018

COUNTY EXECUTIVE OFFICE

April 2, 1996

To County of Orange Creditors:

We are pleased to present for your review the enclosed booklet containing the "Order Approving Second Amended Disclosure Statement With Respect to the Second Amended Plan of Adjustment for the County of Orange, the Second Amended Disclosure Statement With Respect to the Second Amended Plan of Adjustment for the County of Orange (the "Disclosure Statement"), and the Second Amended Plan of Adjustment (the "Plan")."

Also enclosed is a ballot for use in voting on the Plan. **Your completed ballot must be received by Kathy Bowman at Hennigan, Mercer & Bennett, 601 S. Figueroa Street, Suite 3300, Los Angeles, California 90017 by April 29, 1996, at 5:00 p.m. Pacific Daylight Time in order to be counted.**

The Plan settles approximately \$1.9 billion of the County's pre-bankruptcy liabilities and assures the County's ability to provide essential services to residents of Orange County. Your support is crucial to the County's successful emergence from bankruptcy.

Please carefully review the Plan and Disclosure Statement and the instructions for completing your ballot.

A vote for the Plan by two-thirds in dollar amount and a majority in number of those who vote in each class of creditors will result in creditor approval. Following this approval, the Bankruptcy Court will consider confirmation of the Plan beginning on May 15, 1996. Under this timetable, the County contemplates emerging from bankruptcy before the end of June 1996.

COUNTY OF ORANGE

Janice M. Mittermeier
Chief Executive Officer

PILLSBURY MADISON & SUTRO LLP

LOS ANGELES
NEW YORK
SACRAMENTO
SAN FRANCISCO
WASHINGTON, DC
TOKYO

SUITE 1800

101 WEST BROADWAY

SAN DIEGO, CALIFORNIA 92101-8201

TELEPHONE (619) 234-5000

FACSIMILE (619) 236-1995

MENLO PARK
ORANGE COUNTY
SAN DIEGO
SAN JOSE
HONG KONG

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

April 11, 1996

VIA FACSIMILE

TO: ORANGE COUNTY INVESTMENT POOL
PARTICIPANTS' DISTRIBUTION LIST

Re: In re County of Orange, Case No. SA94-22272-JR
Second Amended Plan of Adjustment

Dear Pool Participant:

You have recently received materials from the County of Orange which include a bound volume entitled Order Approving Second Amended Disclosure Statement With Respect To The Second Amended Plan Of Adjustment For The County of Orange along with correspondence from Orange County Chief Executive Officer Jan Mittermier requesting that you mark and sign the enclosed ballot and return the same to the County.

As a result of this correspondence, many of you have contacted my office for direction in responding to Ms. Mittermier's solicitation response.

This office will be faxing to you next week an updated status report on issues relating to the Second Amended Plan of Adjustment. This correspondence may be material to your course of action with respect to the ballot you recently received.

I suggest that you hold in abeyance the ballot you have received until you receive my correspondence next week. In the meantime, you should review the Second Amended Plan of Adjustment and Second Amended Disclosure Statement to familiarize yourself with the proposals from the County addressing Pool Participants' claims and other financial issues relevant to the adjustment of the County of Orange.

Very sincerely,



Patrick C. Shea

cc: Official Investment Pool Participants Committee and Counsel

20891386

TO: Library Board of Trustees
 FROM: Elizabeth D. Minter, Library Director *edm*
 DATE: April 16, 1996
 SUBJECT: Santiago Library System Equipment Grant for Public Internet Access

BACKGROUND:

Santiago Library System has awarded each of its member libraries a \$6,500 equipment grant to purchase computers to be capable of providing Internet access to the public.

This grant must be spent and fully processed with Santiago Library System before June 30, 1996.

These computers can be attached to the District's local area network reference system. AIS has provided the following equipment cost information:

2 Computers per AIS Description (Attachment A)	\$ 6,132.00
Cisco Pro Router for LAN (Attachment B)	1,195.00
AIS Sales Tax	567.85
Installation and Configuration	2,600.00
2 XCP card readers	2,400.00
XCP Sales Tax	186.00
TOTAL	\$ 13,080.85 <i>X</i>

Elizabeth Minter

RECOMMENDATION:

Authorize the purchase of 2 LAN computer workstations, the router, and 2 XCP card readers at a cost not to exceed \$13,080.85 with \$6,500.00 to be paid directly by Santiago Library System, \$2,586.00 for the card reader costs to be paid from FUND 702, and the balance, not to exceed \$3,994.85, to be paid from FUND 707.



March 25, 1996

Elizabeth Mentor
Placentia Library
411 E, Chapman Ave.
Placentia, CA 92670

Dear Elizabeth,

Below please find Advanced Inter Systems quote for the Multi Media Workstations.

- * Pentium 120
- * 15" SVGA Color Monitor
- * 16MB RAM
- * 256K Cache
- * Diamond Stealth Graphics Card
- * 64 Bit 2MB V RAM
- * Soundblaster 16 with SCSI Adaptor
- * Headphone Jack and Headset
- * 540 Hard Drive
- * SCSI Quad Speed CD Rom
- * 101 Keyboard
- * Microsoft Mouse
- * DOS 6.22 & Windows 3.11
- * Norton Virus Protection \$2,850.00

* Intel 10/100 MB NIC Card	169.00
* Power Surge Protector	47.00
* 2Hays Modems 28.8	250.00 del.
Subtotal:	\$3,316.00 3,066

INSTALLATION

* Hardware setup and congifuration	4 hours
* OS Software and driver configuration for DOS & Win 3.11	4 hours
* XCP Xlient/menu install	2 hours

Total hours: 10 hours

10 hours @ \$100.00 per hour total: \$1,000.00

Total Hardware & Installation per workstation: ~~\$4,316.00~~ 4,066

Total for 2 workstations: ~~\$8,632.00~~ 8,132

If you have any questions please feel free to call.

Sincerely,

Martin Baghramian

MB/tm

Advanced Inter Systems

1190 N. Tustin Avenue, Anaheim, CA 92807
(714) 630-3000 ☎ (Fax) 630-9349

FAX TRANSMITTAL MEMO

FAX NO: 1-714-528-8236
AT: Placentia Library
TO: Elizabeth Mentor
FROM: Martin Baghramian
RE: Proposal
DATE: April 12, 1996

Note: This message consists of this cover page plus subsequent page(s).

Equipment and labor for the Internet Connection


Cisco Pro Router	\$1,195.00
Installation and configuration 6 hours	600.00
Total:	\$1,795.00

Please fee free to call should you have any questions.

Sincerely,



Martin Baghramian
MB/tm

TO: Elizabeth Minter, Library Director
 FROM: Suad Ammar, Principal Librarian 
 DATE: April 16, 1996
 SUBJECT: Program Committee Report for the Month of March 1996.

PLACENTIA LIBRARY DISTRICT		
PROGRAM STATISTICS		
DEPARTMENT	MARCH 96	
	# PROGRAMS	# ATTENDEES
<i>ADULT SERVICES</i>		
Placentia Pride	1	6
<i>CHILDREN'S SERVICES</i>		
Afterschool Special	1	18
Class Visits	6	171
Story Hour	2	49
<i>LITERACY SERVICES</i>		
Citizenship Exam	1	5
Conversation Group	6	49
Families For Literacy	4	83

TO: Elizabeth Minter, Library Director
FROM: Cheryl Willauer, Library Assistant in Children's
DATE: April 16, 1996
SUBJECT: March Activities in the Children's Department

Preschool Storytime - Two storytimes were presented in March with a total of 49 children attending. The Spring storytime session, which starts April 1, is now being planned. The bulletin board reflects the storytime theme of "Things That Go", with a huge Reading Railroad train engine and colorful balloons adorning it.

After School Specials - One session of the After School Specials was held with 18 7-12 years old attending. The children surprised Librarian Kay Schneider with a going away party and gift. She was pleased with this and sorry to say goodbye, she enjoyed the crafts sessions.

School Visits - Six classes with a total of 171 children and teachers were given a tour of the Children's Department. They all enjoyed the stories read to them and the special bookmark given to them to take home.

Substitutes - Librarian Kay Schneider's last day to work was March 13. Since then Miriam Nelson, Cyrise Smith, and Winnie Stokes have been doing a wonderful job subbing and helping plan the upcoming programs.

Summer Reading Program - The theme for the summer reading program is Camp R'Smore. The Santiago Library System, Serra Cooperative and MCLS Libraries are all sharing the theme and Wells Fargo Bank is sponsoring the Reading Logs and Certificates. Our Way Out Wednesday programs are all booked, and the Children's Department is very grateful to the Friends of Placentia Library for sponsoring all seven programs.

TO: Elizabeth Minter, Library Director
FROM: Cheryl Willauer,^w Library Assistant
DATE: April 16, 1996
SUBJECT: Publicity materials produced for March 1996

Information on the Placentia Library cable channel #53:

1. National Library Week Celebration of the "Stars of the Library Galaxy."
2. Friends of the Library Annual Booksale in May.
3. Spring session of Story Time for Children starts in April.
4. Placentia Pride presents a health seminar.
5. Literacy asking for volunteers to take the tutor training program.
6. After School Specials for children 7-12 years old to start in April.
7. Library Hours.
8. Volunteers needed for the Library.
9. Placentia Library Trustees.

Newspaper articles published:

1. Orchid Society to meet.
2. Preschool storytime.
3. Placentia Chamber of Commerce to sell game "Placent'opoly."
4. Placentia Library hours.
5. Correction on how the city was named Placentia.
6. County Library system ready to read a weeper.
7. Best-selling author Elizabeth Forsythe Hailey speaks to Placentians.
8. Citizenship exams administered monthly.
9. Tracking Info at the Placentia Library.
10. Consultant details the services and materials users will expect in the future.
11. Voters Jerry Conn and Paul Deputy vote.
12. The call of China; Children's Librarian Kay Schneider moves to China.
13. O.C. Libraries will use up all reserves next year, chief says.

Report sets out harsh realities

³³²
LIBRARY: Consultant details the services and materials users will expect in the future and maps out a plan for staying afloat.

By ANN PEPPER
The Orange County Register

The library of the future must offer a greater variety of books, periodicals, data bases and services, according to a consultant's study on how to better run the Orange County Public Library.

The report says a viable library will need to provide things expected by:

- ▶ Children — who will want more multimedia, including interactive learning games;
- ▶ Business people — who will want their library to reflect the globalization of business activities, with a special focus on Pacific Rim countries;
- ▶ Ethnic households — which will want a collection that reflects their interests, heritage and language needs;
- ▶ Nonfiction readers — who will want the library to keep pace with the boom in technological texts, as well as have older manuals on hand.

But unless new sources of money are found, the story of the Orange County library is going to be very different, according to David M. Griffith & Associates of Cupertino.

Griffith offered suggestions for library governance: a joint-powers authority, an independent special district and a quasi-autonomous system under the auspices of county government.

It won't matter much which is chosen if lack of funding permits local branches to deteriorate to the point where data bases are obsolete, reference librarians aren't available and library doors are too often closed.

Students such as Megan Corty, 14, a Brea resident who uses her local branch to complete homework, are worried about it.

"I could tell when they began cutting back around here," Corty said Wednesday. "Sometimes I go to the Yorba Linda library because it's not a county library and it's better — and it's open Sundays. It's a really nice library. My friend who volunteers there says that after the county began making cuts, more people started going there."

Griffith in April will hand its report over to the Orange County Division of the League of California Cities. The report will say that to stay in the black, the library must further reduce purchases of books, data bases and materials — and eventually either all branches will have to reduce their hours, possibly by 30 percent, or some will have to close.

Library revenues have dropped from a high of \$27 million annually in 1993 to an estimated \$16 million for 1997-98.

"It's a little sad that of things, the most beneficial ones like libraries are the first to go," said Refugio Arellano Jr., a Pepsi merchandiser looking up information at the Tustin branch for a possible career change. "The priorities are all wrong."

Arellano said he wouldn't mind paying more taxes to support the county's libraries.

"Most Americans," he said, "don't mind paying taxes so long as the money is well-spent."

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

Los Angeles Times
OC Edition
Daily

MAR 16 1996

Orchid Species Society of Southern California: *Second Sunday*. Monthly at 2 p.m. at Placentia Library, 411 E. Chapman Ave.

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

Los Angeles Times
OC Edition
Daily

MAR 14 1996

Preschool Storytime (Placentia Library, 411 E. Chapman Ave., [714] 528-1906). Stories, songs, puppets, films and crafts for ages 3-6. Every Mon. at 1 p.m. and Thur. at 10:30 a.m. through March 7. **FREE**

The Register
Daily MAR 13 1996

County library system ready to read a weeper

³³²
LIBRARIES: A bleak report on the way says restructuring won't soften the pain of cuts.

By ANN PEPPER
The Orange County Register

The Orange County Public Library must slash up to \$4 million a year in services unless it can find new funding, a consultant's report estimates.

A cut that hefty would force staff layoffs, a 30 percent reduction in branch hours and a drop in book and material purchases, according to a progress report from Cupertino consultants David M. Griffith & Associates. The cut would leave the 27-

branch system with a budget as low as \$16 million through the year 2001 — down from a 1993 budget high of \$27 million.

County Librarian John Adams says the budget would be too low to credibly maintain the library for the 497,363 households it serves.

Affected in the cuts would be computer databases, magazine subscriptions, new book purchases and services such as children's story hours and reference assistance.

Griffith will make its full report to the county Board of Supervisors in April. But a progress report obtained by The Orange County Register indi-

Please see **LIBRARY Page 4**

LIBRARY: Proposed joint-powers authority may save a bit

FROM :
cates that, no matter how the problem is tackled, there's not enough money in the library's budget to keep services current and convenient.

The library's 1995-96 budget is \$21 million, with another \$1.5 million cut set for July 1.

Griffith's suggestion is for county residents to assess themselves \$8 a year to maintain current library services, or up to \$21 a year to improve them.

"There are no magic bullets here," said Frank Benest, Brea city manager. "We've already increased the number of volunteers, the fees, the fund-raising — and altogether it won't close the gap. It's too immense. Cities, and their residents, are going to have to decide if this is a critical service they need and want."

The library already has increased volunteer hours by 70 percent and taken donations of \$25 each for "gold (library) cards" to help reduce costs and boost the budget.

The Griffith report was ordered in the wake of the 1991 investment debacle that left the county unable to contribute to the library's budget.

Library funding cuts began in 1993, when California shifted spending from special districts to schools. The switch forced



NO HAPPY ENDINGS: Story hour, enjoyed here by Sara White and Jessica Cameron, foreground, and other youngsters at the Los Alamitos Rossinor branch, may be among the services eliminated by library cuts

some county library systems to close branches.

The study considers whether the library's finances and services would improve if it got out from under the county's legal

and administrative wing, by forming a joint powers authority, for example. But according to the report, no option considered eliminates the need for more money.

Cutting the system up into smaller regional systems proved neither financially nor logistically wise, the report says. The same was true of a plan to give responsibility for each branch to

the city where it's located, the report said.

"No matter how you cut up the system, there is still a deficit," said Mayor Joseph Baraa of Villa Park, where residents rallied last year to keep their local branch open. "Our library system is struggling to stay alive."

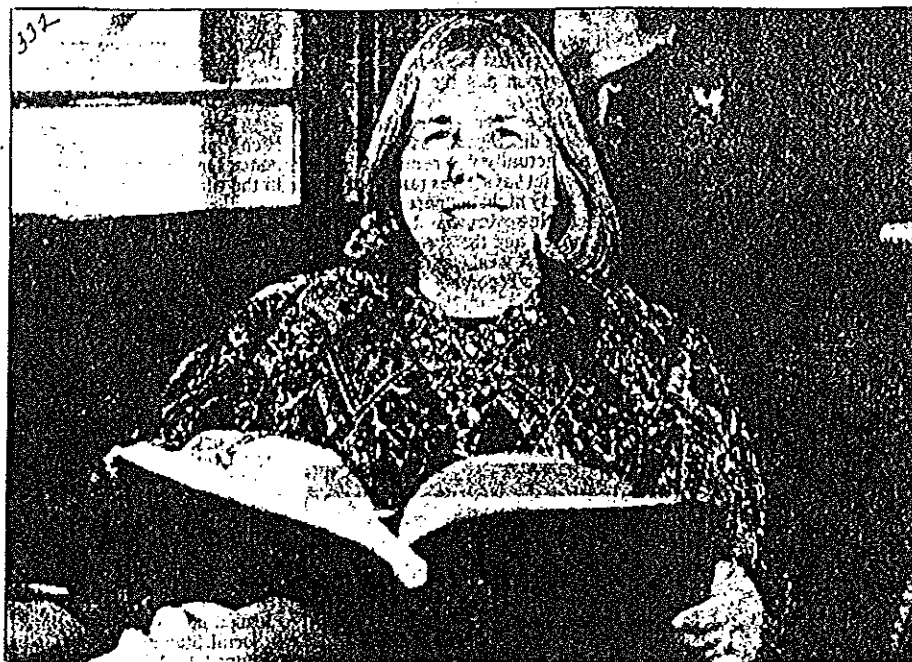
Setting up an independent joint powers authority — a contract overseen by city governments as well as the county — is worth considering, several city managers on the report's Technical Advisory Committee said.

The report indicates that a joint effort could save the library \$1.75 million by reducing the cost the county charges for services such as accounting and payroll. Cos' also would be reduced by eliminating the rent for the system's Grand Avenue administration building.

Again, the savings is not enough, the report says. And a joint powers authority comes with built-in problems.

Some library branches generate more money for the system than they receive in services. Others take more out than they generate. Equity among the cities will be a major hurdle to formation of such an organization. Griffith is expected to address the issue in its final report.

Some working on the study, however, say that leaving the library with the county may be the only realistic option.



WRITING LIFE: Best-selling author Elizabeth Forsythe Hailey spent about 45 minutes sharing the stories of her life at the Alta Vista Country Club on Saturday for the Placentia Library's annual author's luncheon.

'One life just isn't enough'

Best-selling author Elizabeth Forsythe Hailey speaks to Placentians about the joys of writing.

By Sharlyn Miller
Placentia News-Times

For women of all ages and in most stages of life, best-selling author Elizabeth Forsythe Hailey is more than just a beloved storyteller. She's an inspiration.

Although she always loved to write and from childhood dreamed of publishing her novels and short stories, Forsythe Hailey put off her literary ambitions to marry her playwright husband Oliver Hailey and to raise their two daughters. Finally in 1978 at the age of 40, she published her first novel: "A Woman of Independent Means." Today the book, which chronicles the life of her grandmother through a fictional series of letters to family and friends, is considered a classic.

Not bad for a girl who earned a 'C' in college for creative writing.

"I was always a good student," she said. "Creative writing was the only 'C' I ever made." Forsythe Hailey spent about 45 minutes sharing the stories of her life with an audience of eager fans — mostly female — who packed the Alta Vista Country Club on Saturday for the library's annual author's luncheon.

After "celebrity" waiters such as Mayor Carole Downey and City Administrator Robert

D'Amato served lunch, Forsythe Hailey took the podium to share her experience growing up in Texas under the shadow of her indomitable grandmother, a woman who loved and ruled her family with a tenacity that nearly split its members apart.

"Family is always a topic for me as a writer," she explained. "Writing fills in the missing pieces in my life."

Forsythe-Hailey said that although stories and ideas for novels were percolating in the back of her mind for years, it wasn't until her daughters were both in school that she made the commitment to put her dreams on paper. Initially titling her endeavor "Letters From a Runaway Wife," Forsythe Hailey said her late husband balked at that idea.

"He was not amused — and assured me runaway wives were a passing fad and would be history before I had time to finish a first draft. 'Why don't you write about a woman who didn't have to leave home to be liberated?' he suggested. 'A woman like your grandmother.'"

Everything fell together after that. Until then, Forsythe-Hailey's only writing experience had been garnered as a student during the summers when she had a job at the Dallas Morning News. Her creative-writing class at Hollins College in Virginia was an admitted disaster.

"I choked out a few stories," she said. "It was a relief to go back to newspaper writing after that."

When Forsythe Hailey was later promoted to the 'amusements' beat, she was anything but thrilled. She wanted to stay

where she was, near the city desk where breaking news was a constant source of leading stories. Ironically, when she met her husband, he was working the city beat and desperate to work in amusements. With her free tickets, they attended a series of summer musicals together and by the fall they were engaged.

Forsythe Hailey followed her husband to Yale University where he studied play writing, and she never regretted it. But by the mid 1960s, "I started getting restless. It seemed that everyone in my family had something to do, somewhere to go each day, except for me."

"Family is always a topic for me as a writer. Writing fills in the missing pieces in my life."

Elizabeth Forsythe Hailey
author

Her first novel was born out of that frustration. Three more novels have followed, all of them loosely based on women protagonists who reinvent their lives. Her next endeavor may be a sequel to "A Woman of Independent Means," and will chronicle the life of her mother.

But Forsythe Hailey is in no hurry to write it. Now in her 50s, she's taking life a little slower and basking in her "second adolescence." She enjoys traveling — and reading.

"I read for the same reason I write," she said. "One life just isn't enough."

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Placentia News
Weekly MAR 14 1996

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TRACKING INFO: Infotrac 2000? What's this? Well, according to principal librarian, Suad Ammar, "it is an on-line magazine full-text and indexes services now available at our library." Now before computer anxiety sets in, she assures us that all these new databases are on the public library catalog and easily searchable through content-sensitive help screens that guide patrons through every step of the search from locating indexes to full text printing.

When she isn't setting up these new age information computer systems, Suad just might tell you all about her recent Australian vacation "Wonderful!" but wait a minute before all that vacation talk... "April, tell your readers we are looking for published Placentia authors. We want to display their books and honor them at a high tea April 15." So... all you published writers out there... please give Suad a call, 528-1906.

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Placentia News
Weekly MAR 14 1996

Citizenship exams administered monthly

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Citizenship applicants can take a citizenship test given at the Placentia Library Literacy Services, 411 E. Chapman Ave. Cost is \$24 with preregistration, \$28 for late and walk-in registration. Eligibility includes application for citizenship in the next year, study of U.S. history and government, and present intermediate or advanced level of English (test is only given in English). Tests are given monthly. For information, call Katie Matas, 524-8408.

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Placentia News
Weekly MAR 28 1996

Voters trickle to local polling booths

Voters say measures, not candidates, big lure in primary election 332

By Sharilyn Miller
Placentia News-Times

Election Day drew a small crowd of Placentia residents to polling booths throughout the city on Tuesday. Most voters cast their ballots before work or during their lunch breaks, according to volunteers.

Residents interviewed Tuesday afternoon had a variety of reasons for participating this time around.

"I voted mainly because of the propositions (on the ballot)," said Jerry Conn, 28. "As far as the candidates go, I wasn't too into them."

But Kim Norris, 28, who cast her vote at the Calvary Church on Chapman Avenue, said she was motivated by both issues and candidates.

"I want to make sure that family values are emphasized where necessary," she said. "I am a pro-life believer and I just won't



vote for Dole because he's not choosing a pro-life running mate. He's been known to vote against conservative values."

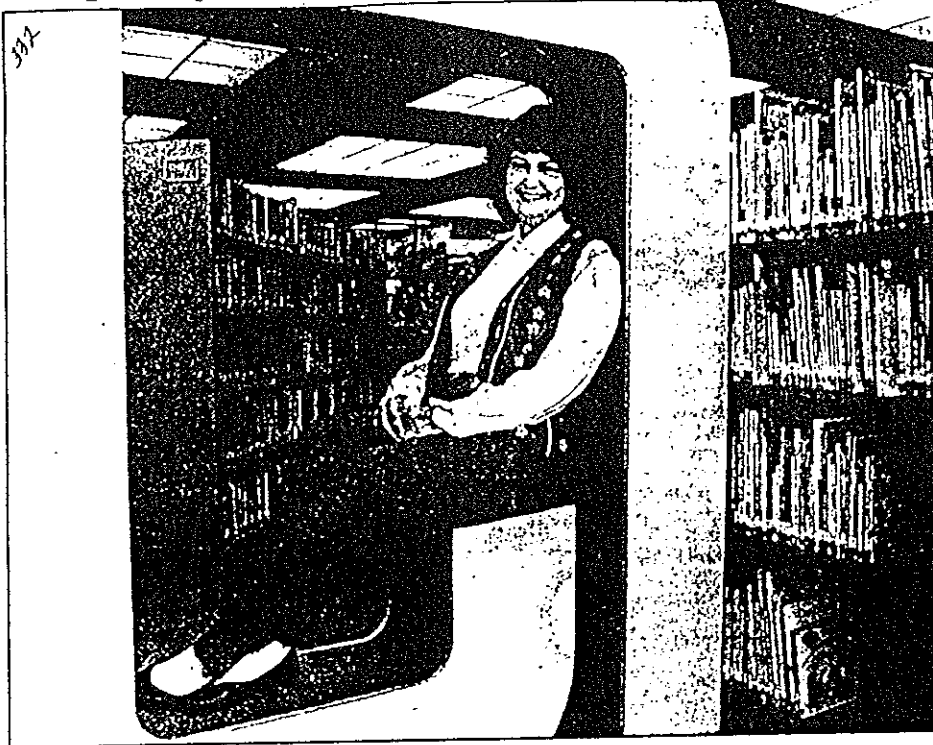
Esther Guzman, 52, expressed skepticism over the electoral process. She said she hadn't looked into the issues because she had no intention of participating this time around.

"I didn't vote," she said. "And I'm not going to vote. Sometimes I just don't trust the people running for office."

Paul Deputy, a volunteer at the Placentia Library, said that while no particular issues drew him out he had his own reasons for voting.

"I always vote," he said. "I've never missed voting and I'm 76 years old."

ELECTION RESULTS: For complete election results, see today's Orange County Register



M. Loren Hernandez/Placentia News-Times
SAYING GOODBYE: Kay Schneider, 52, children's librarian at the Placentia Public Library, will leave at the end of the month to live in China.

The call of China

By Sharilyn Miller
Placentia News-Times

For five and a half years Kay Schneider has inhabited a world where Caddie Woodlawn, the Velveteen Rabbit and Wilbur the Pig nestle side-by-side on bookshelves, where children clamor for help researching reports or sit entranced as they turn the pages of favorite stories.

By the end of this month, Schneider, 52, children's librarian at the Placentia Public Library, will inhabit another world, where highrises are commonplace, where dinner in a Mexican restaurant is a rare event, where the Yangtze River, clogged with Chinese junks and ships from around the world, flows to the sea.

Four months ago, Schneider had no idea she would be moving half a world away with her husband to live in Shanghai, China.

But when her husband called her one day last December and asked if she was interested in moving to Asia, Schneider barely hesitated.

"He just asked me if I would like to move to China," said Schneider, sitting at one of the study tables in the children's department last week, during her last day at work.

"There was a five-second pause. Then I said, 'Yeah, that sounds wonderful.'"

Though the timing of the call was unexpected, Schneider was prepared for it.

Schneider and her husband David, 55, had been hoping for

Placentia library will lose librarian Kay Schneider when she moves to China with her husband

send him to work overseas. When the General Motors corporation decided to build a new battery-manufacturing plant in Shanghai the top brass promoted David Schneider to operations manager, in charge of supervising construction of the new plant. The job entails a minimum three-year commitment.

"We've visited Shanghai and I really love it," Kay Schneider said. "I really like that the people are so friendly. I felt extremely safe when we were there — we walked the streets at night and never had a problem. What really surprised me was how many people spoke English."

As reassuring as that may be, Schneider said she intends to learn Mandarin Chinese during her stay. She hopes to find part-time employment teaching English at the American School and is looking forward to traveling extensively throughout Asia and Australia. She also intends to indulge her passion for Oriental medicines and herbs.

"I've always been interested in natural healing and holistic medicine," she said. "I'm looking forward to learning more about the customs of the Chinese."

That Schneider has so many wide-ranging interests comes as

no surprise to anyone who knows her. As a young girl growing up in Anderson, Ind., Schneider haunted her local library, where books opened up a boundless horizon of knowledge and inspiration.

She earned her master's degree in Library Science from Ball State University in Muncie, Ind. After working four and a half years as a school librarian, she followed her husband when his company transferred him to Southern California.

"California is a gorgeous place to live," Schneider said. "I'm really going to miss the library and the people I've worked with."

The Schneiders will miss their family, too. They'll leave behind their parents and their two sons, ages 29 and 31. They expect their first grandchild in July, but Kay Schneider said she intends to be back in the United States for that event.

In the meantime, she and her husband will settle into their new home: an 11th-floor apartment in Shanghai, overlooking a vegetable garden where the new General Motors plant is expected to be built within a year. As she unpacks their clothing and shops for kitchen utensils, Kay Schneider will reminisce.

"My favorite memories are about the children," she said. "And camp library was fun. I've enjoyed watching the children grow from preschoolers in the toddler class to 7 and 8 year olds. I'll remember the families and the great staff we have here. I'm really going to miss the library."

The Register
Daily MAR 28 1996

O.C. libraries will use up all reserves next year, chief says

³³²
STUDY: Consultants propose fiercely slashing hours and forming a governing board.

By ANN PEPPER
The Orange County Register

The Orange County Public Library next year will use the last of its reserves — nearly \$2 million — to keep branches from closing and to avoid sharp cuts in the number of days branches

open, county librarian John Adams said Wednesday.

After that will come some hard decisions, according to a consultant's study obtained by The Orange County Register.

Without new money, the study concluded, the system will deteriorate below what Adams said are minimum standards for a viable library. One option calls for slashing hours by 30 percent at each of the 27 branch libraries.

A new library governing body may help make those choices.

The report by Cupertino consultants David M. Griffith & Associates proposes a plan to keep the system alive and give cities a stronger voice in decision making. It suggests that the 27 branches stick together as a quasi-independent system within county government.

The Board of Supervisors would establish a Library Advisory Board to oversee services, expenses and policy. Supervisors could override library-board decisions with a 4-1 vote.

The library board could try to save money by contracting services. Still to be settled is whether it could put fund-raising proposals — such as household assessments — before voters without supervisors' OK.

The library system had an annual budget of \$27 million at its peak in 1993; it will drop to \$18 million next year.

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The Register
Daily MAR - 7 1996

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City Name: According to *OC Scene* reader Joe Aguirre, our information was incorrect concerning how the city of Placentia was named (see last week's column).

Aguirre, whose family has lived in the area since the turn-of-the-century, says Sarah Jane McFadden deserves the credit for the city's name, not the original Spanish settlers. She suggested the name in 1879 for the local school district.

Thereafter Placentia was used whenever people referred to the area, and was retained when the city was incorporated in 1926.

Orange County Scene is produced every week by the Team MacPherson family of auto dealerships, with operations in the Tustin Auto Center — Joe MacPherson Ford, Toyota, Infiniti, Discount Auto Outlet and MacPherson Leasing — and Joe MacPherson Chevrolet/Geo in the Irvine Auto Center. If you have a question or a topic you'd like us to cover, please write us at: OC Scene, 43 Brookhollow Drive, Santa Ana, CA 92705.

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The Register
Daily MAR - 6 1996

PLACENTIA 332

Placentia's been monopolized.
In celebration of the city's

70th anniversary this spring, the Chamber of Commerce will publish its own version of the popular Monopoly board game, complete with local businesses taking the places of Boardwalk and Park Place. "Placent'opoly" will also include a history of Placentia, a who's who and a business directory. There are still 50 properties up for grabs by local businesses. All proceeds benefit the chamber. For more information, call (714) 528-1873.
— Sharilyn Miller/(714) 704-3704

TO: Elizabeth Minter, Library Director
FROM: Katie Matas, Literacy Coordinator *cum*
DATE: April 16, 1996
SUBJECT: **Placentia Library Literacy Services Report for the month of March**

Program Statistics

Active tutors: 54
Active students: 73
Students waiting to be matched: 35
Percentage of tutors reporting (March hours): 89%
Tutoring hours reported: 303
Other volunteer hours reported: 173
Total volunteer hours: 476

Author's Luncheon. Rotary Club of Placentia donated 6 tickets for the Friends of the Library Author's Luncheon to PLLS. The donation enabled several students and tutors to enjoy the program together.

Citizenship Exam. The citizenship exam was administered Saturday, March 16, 1996. Five people took the exam. The next exam is scheduled for Saturday, April 20, 1996. Ten people pre-registered for the April exam.

Conversation Groups. Due to student requests for conversation practice, a new activity was developed by two interns from California State University, Fullerton. From March 13 through May 12, literacy students have the opportunity to meet as a group on Wednesdays and/or Sundays from 1:00 - 2:30 P.M. to practice their English conversation skills. The interns serve as facilitators to encourage full participation, but they are not teaching a class per se. There were 6 meetings in March, and attendance ranged from 6 to 10 students. Feedback from the interns and students has been very positive, and it is hoped that future interns or other volunteers will enable PLLS to offer sessions like this in the future.

Southern California Library Literacy Network (SCLLN). The March 19, 1996 meeting of SCLLN was held in Santa Fe Springs and was attended by Board President Dinsmore and Literacy Coordinator Matas. Mara Wold, Project Coordinator for Santa Clara County Reading Program, was the featured speaker. Ms. Wold presented several ideas for using National Issues Forums within literacy programs.

Other Networking Activities. Literacy Coordinator Matas represented PLLS at the Chamber Mixer and Placentia Community Network.



TO: Elizabeth D. Minter, Library Director
 FROM: Jeannine Walters, Families For Literacy Coordinator
 DATE: April 16, 1996
 SUBJECT: Families For Literacy Report for the month of March

Program statistics.

Attendance

March 6	5 Adults	9 Children	14 Total
March 13	9 Adults	9 Children	18 Total
March 20	9 Adults	13 Children	22 Total
March 27	14 Adults	14 Children	28 Total

Books Distributed

March 6	25 books
March 13	20 books
March 20	35 books
March 27	14 books

Programs.

FFL Coordinator Walters attended the Healthy Families Collaborative meeting at Topaz Elementary School on March 6. The meeting included a presentation by the Regional Center of Orange County. The Regional Center provides services to families with children who are developmentally delayed.

A Funding Agreement form was received from the California State Library Foundation. The Foundation has a Families For Literacy fund which receives a portion of the royalties derived from the sale of *California's Gold* videos. The money in this fund is distributed to Families for Literacy programs throughout the state. Placentia Library District has received money from this fund in the past.

SAFETY COMMITTEE MEETING
MARCH 23 , 1996
MINUTES

I. Call to Order: 4:15p.m.

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

III. Old Business

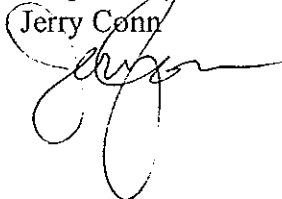
1. New Copiers have been installed.
2. Padding has been replaced at Check-Out Desk.
3. Desks have been cleaned by staff in cubicle area of workroom.

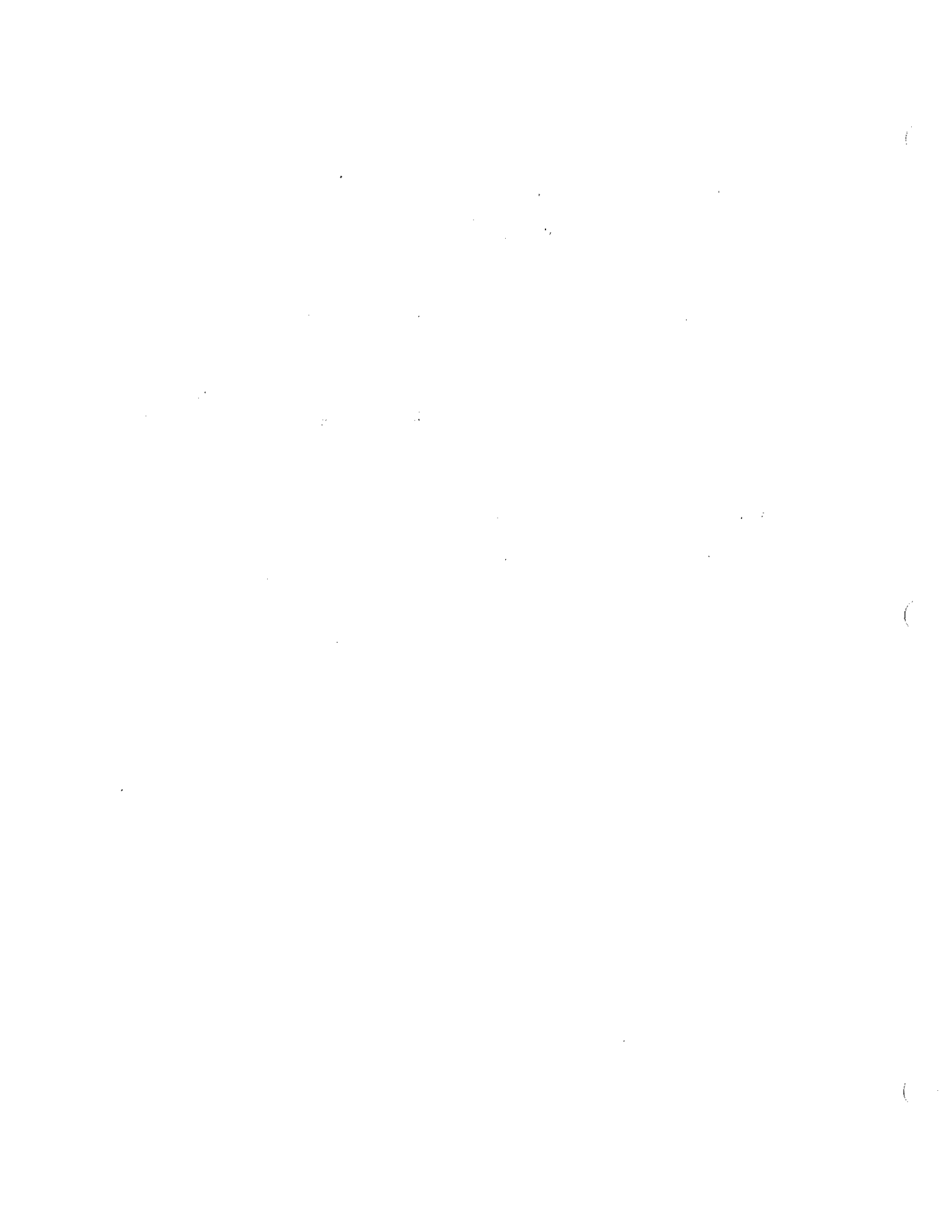
IV. New Business

1. New procedure on locking back door in workroom area; the back door is To be locked if there is no staff member in the work area.
2. Staff is to be aware of the police profile of the computer criminal.
3. Locks have been installed on all computers and copy machines in the main Library and work areas.

Respectfully submitted,

Jerry Conn





TO: Elizabeth Minter, Library Director
FROM: Suad Ammar, Principal Librarian *SA*
DATE: April 16, 1996
SUBJECT: **Placentia Pride Council Report for the Month of March 1996.**

"How to Prevent a Heart Attack" was presented by Dr. John Zamorra on Thursday March 21, in the Meeting Room at 7:00 P.M. Six people were in attendance, however the speaker and the presentation were very informative.

The following tentative schedule for speakers and subjects was provided by Yorba Linda Hospital:

Thursday, May 30	"Home Emergencies; How to Respond"	Dr. Michael Salem
Thursday, July 18	"Migraine Headaches	To be determined
Thursday, Aug. 15	"Immunization and Infant Care"	Dr. Cara Ruiz. (Spanish)
Thursday, Sep. 19	"Asthma" or "Sleep Disorders"	Dr. Lou McNabb
Thursday, Oct. 17	"Arthritis"	To be determined

The Board will discuss subjects and dates and inform the Hospital of its decision. After that, flyers will be prepared and distributed to encourage good attendance.

"Pre-Natal Care" will be the topic presented by Dr. Victor De La Peña at the Whitten Center on Thursday April 18, at 7:00 P.M. This program will be presented in Spanish.

