

PLACENTIA LIBRARY DISTRICT



Board of Trustees

Regular Meeting

January 15, 2002

**Library Conference Room
Minter**



AGENDA

REGULAR MEETING

PLACENTIA LIBRARY DISTRICT
BOARD OF TRUSTEES

January 15, 2002 (*Tuesday*)

(Unusual Day, New Regular Meeting Time)

6:30 P.M.

Library Conference Room

The Purpose of the Placentia Library District is to provide library services and materials that are responsive to the informational, recreational, educational, and cultural needs of all members of the community.

To accomplish this goal the Library:

- 📖 Acquires, organizes and maintains a collection of print and non-print materials to meet the informational, recreational, educational, and cultural reading, listening and viewing needs of the residents of the District and other eligible users.
- 📖 Provides qualified staff to assist the public with the use of the collection and the information contained therein.
- 📖 Provides and operates a library facility, that is free of physical barriers, to house the collection and services, to provide reading and study space for users, and to provide space for Library and community programs.
- 📖 Collects, preserves and maintains a collection of published and unpublished material about the City of Placentia and contiguous communities, about current and prior residents of Placentia, and published materials by authors who reside or have resided in Placentia.

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

REPORTS AND DOCUMENTATION: *Reports and documentation relating to Agenda items are on file in the Administrative Office and the Reference Department of Placentia Library District, and are available for public inspection. A copy of the Agenda packet will be available for use during the Board Meetings. Any person having any question concerning any Agenda item may call the Library Director at 714-528-1925, Extension 203.*

6:45 1. Roll Call Administrative Assistant

2. Adoption of Agenda *Gue/Godd*

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

Presentation: Library Director

Recommendation: Adopt by Motion

3. Minutes of the December 19, 2001 Regular Meeting. *Gene Geobb*

Presentation: Library Director
Recommendation: Approve by Motion

4. Oral Communications

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

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

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

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

5. Board President 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 of Certificate of Appreciation to the MOM'S Club of South Placentia for the mural they painted in the Story Hour Room. Amy Lebedev *president* will be present to accept the Certificate.

6. Trustee Reports

The Trustees make announcements of general interest to the community and the Library Board of Trustees, and report on meetings attended on behalf of the Board of Trustees.

7. Library Director Report

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

update on picture *make* *Arthur Lebedev*
social club *Futura Trg RES*
Trustee Dr *remotely in wait*

8. Friends of Placentia Library Board of Directors Report

CLAIMS (Items 9 - 12)

Presentation: Library Director
Recommendation: Approve by Motion

Items 9 - 12 may be considered together as one motion to "Approve the Claims, and Receive & File the General Fund Cash Flow Report." Items may be removed for individual consideration before the Claims are adopted. Items removed must then each have a separate motion.

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

No Nonstandard Claims were processed during this report period.

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

Claims 4193 and 4194 forwarded by Library Director for a total of \$5,511.28 during this report period.

11. Current Claims and Payroll (Approve)

Claims 4195, 4196, 4197, 4198, 4199 and 4200 for a subtotal for Claims of \$33,230.52; and Payrolls 4201 for \$26,961.00 and 4202 for \$26,961.00 for a subtotal for Payrolls of \$53,922.00; with a combined total of Claims and Payroll of \$87,152.52.

12. FY2001-2002 Cash Flow Analysis through January 16, 2002 and recommendation that no funds be transferred at this time (Receive & File and Approve)

FINANCIAL REPORTS (Items 13 - 18)

Presentation: Library Director
Recommendation: Approve by Motion

Items 13 – 18 may be considered together as one motion to approve the Financial Report. Items may be removed for individual consideration before the Financial Report is adopted. Items removed must then each have a separate motion.

13. Financial Reports for December 2001 (Receive & File)
14. Office General Ledger & Check Registers for December 2001 (Receive & File)
15. Acquisitions Report for December 2001 (Receive & File)
16. Collection Agency Report for December 2001 (Receive & File)
17. Debit Card System Reimbursement Report for December 2001 (Receive & File)
18. Gifts Report for December 2001 (Receive & File)

GENERAL CONSENT CALENDAR (Items 19 – 26)

Presentation: Library Director
Recommendation: Approve by Motion

Items 19 – 26 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.

19. Building Maintenance Report for December 2001 (Receive & File)

20. Personnel Report for December 2001 (Receive, File, and Ratify Appointments)
21. Volunteer Report for December 2001 (Receive & File)
22. Circulation Report for December 2001 (Receive & File)
23. Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority (Receive & File)
24. Minutes of the Placentia Civic Center Authority for its meeting on December 11, 2001 (Receive & File)
25. Legislative Alerts from the California Special Districts Association and the California Library Association (Receive & File)
26. Annual Return/Report of Employee Benefit Plan for the Placentia Library District Money Purchase Pension Fund, IRS Forms 5500 with Schedules I, R, T, 5558 and Schedule P, as prepared by National Retirement Services, Inc. and mailed to the filing office on November 22, 2001 (Receive & File)

CONTINUING BUSINESS

27. Reinvestment of Certificates of Deposit

Presentation: Administrative Assistant
Recommendation: Determine where to invest the Certificates of Deposit

Gal
to Cal Fed.

28. Report on Civic Center Authority Meeting on January 2, 2002 to Review Signage Recommendations and Budget for the Civic Center Renovation Project.

Presentation: Library Director
Recommendation: Take action as determined by Library Board.

NEW BUSINESS

29. Selection of contractor for remodeling the Literacy Department as part of the ELLI Grant.

Presentation: Public Services Manager
Recommendation: Award contract for remodeling the Literacy Department

STAFF REPORTS (Items 30 - 35)

Items 30 – 35 may be considered together as one motion to approve the Staff Reports. Items may be removed for individual consideration before the Staff Reports Item is adopted. Items removed must then each have a separate motion.

30. Program Committee Report for December 2001 (Roberts)

31. Children's Services Report for December 2001 (Smith)
32. Placentia Library Literacy Services Report for December 2001 (Roberts)
33. Placentia Library Web Site Report for December 2001 (Frizell)
34. Publicity Materials Produced in December 2001. (Rakos)
35. Safety Committee Minutes for December 2001 (Matas)

ADJOURNMENT

36. Agenda Preparation for the December Regular Meeting, which will be held on Wednesday, February 20, 2002 at 6:30 P.M.
37. Review of Action Items.

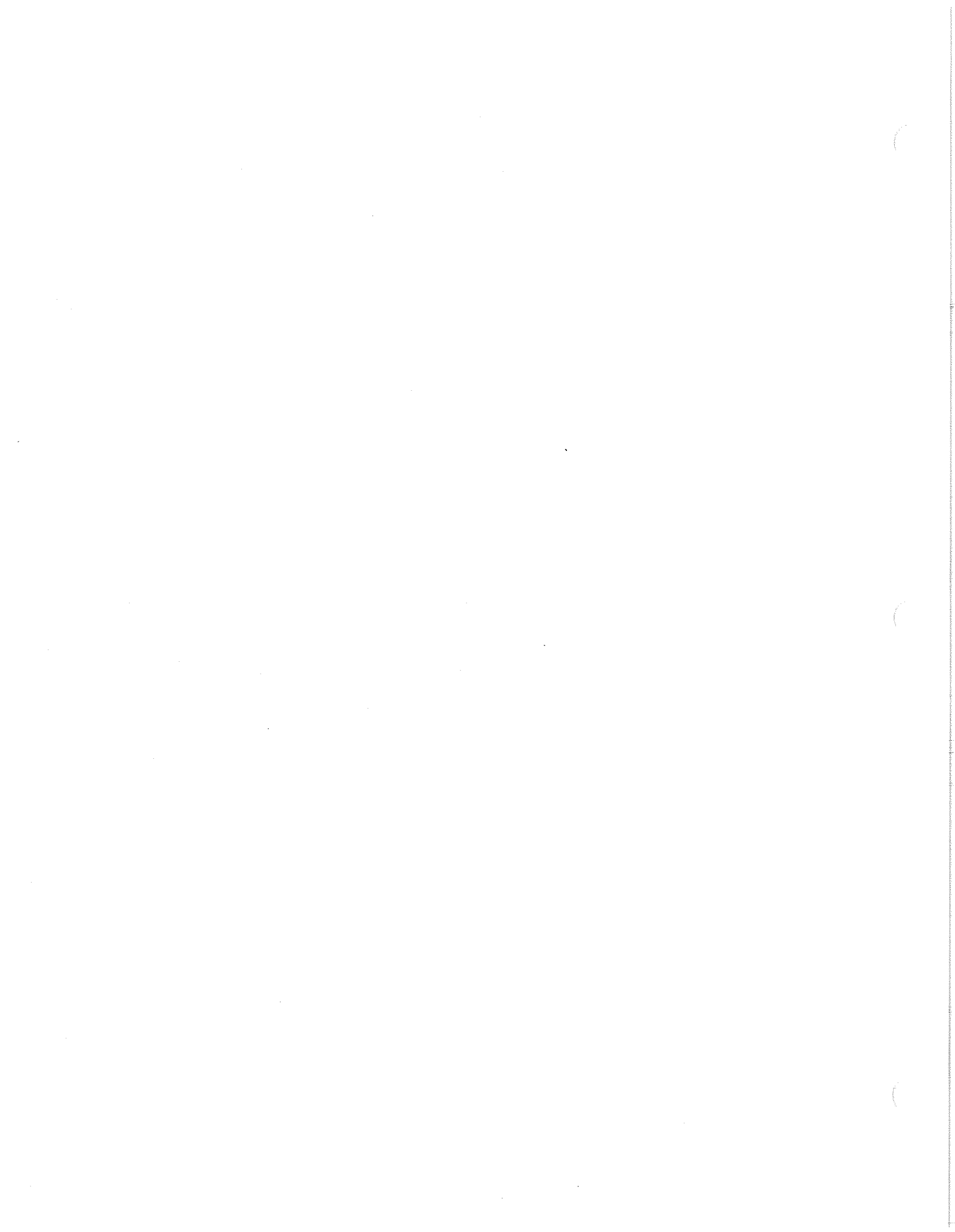
No action or discussion shall be taken on any item not appearing on the posted Agenda, unless authorized by law.

38. Adjourn

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

I, Elisa Herrera-Thomas, Administrative Assistant for Placentia Library District, hereby certify that the Agenda for the January 16, 2002 Regular Meeting of the Library Board of Trustees of the Placentia Library District was posted on Thursday, January 10, 2002.





Placentia Library Board Calendar

January - December, 2002

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January

- 7 7:00 PM Friends Board Meeting, Wood
- 13 1:00 PM Friends Book Sale
- 16 7:30 PM Library Board Meeting
- 17 5:30 PM Chamber Mixer
- 18 ALA Midwinter Meeting, New Orleans, through Jan 23
- 23 7:00 PM Foundation Board Meeting
- 24 7:15 AM Placentia Chamber of Commerce Breakfast

February

- 4 7:00 PM Friends Board Meeting, Dinsmore
- 10 1:00 PM Friends Book Sale
- 20 7:30 PM Library Board Meeting
- 28 7:15 AM Placentia Chamber of Commerce Breakfast

March

- 2 12:35 PM Friends of Placentia Library Author's Luncheon
- 4 7:00 PM Friends Board Meeting, Dinsmore
- 10 1:00 PM Friends Book Sale
- 12 10:42 AM Public Library Association Conference, Phoenix, through March 16
- 20 7:30 PM Library Board Meeting
- 28 7:15 AM Placentia Chamber of Commerce Breakfast

April

- 1 7:00 PM Friends Board Meeting, Stark
- 9 11:00 AM MCLS/SLS Annual Meeting, Friendly Hills Country Club, Whittier
- MCLS/SLS Annual Meeting, Whittier
- 14 1:00 PM Friends Book Sale
- National Library Week begins, through April 20
- 15 6:30 PM Friends Annual Meeting
- 17 5:00 PM Chamber of Commerce Mixer sponsored by the Library
- 7:30 PM Library Board Meeting
- 25 7:15 AM Chamber of Commerce Breakfast, program by the Library

May

- 6 7:00 PM Friends Board Meeting, Braun

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May

- 15 7:30 PM Library Board Meeting
- 19 1:00 PM Friends Book Sale
- 23 7:15 AM Placentia Chamber of Commerce Breakfast
- 26 3:36 PM Library Closed for Monday Holiday
- 27 Library Closed for Memorial Day

June

- 3 7:00 PM Friends Board Meeting, Wood
- 9 1:00 PM Friends Book Sale
- 13 2:35 PM ALA Annual Conference, Atlanta, through June 19
- 10:39 AM American Librry Association, Atlanta, through June 19
- 19 7:30 PM Library Board Meeting
- 27 7:15 AM Placentia Chamber of Commerce Breakfast

July

- 4 Library Closed for Independence Day
- 14 1:00 PM Friends Book Sale
- 17 7:30 PM Library Board Meeting
- 25 7:15 AM Placentia Chamber of Commerce Breakfast

August

- 11 1:00 PM Friends Book Sale
- 18 IFLA Conference, Glasgow, through Aug 24
- 21 7:30 PM Library Board Meeting

September

- 1 Library Closed for Monday Holiday
- 2 Library Closed for Labor Day
- 8 1:00 PM Friends Book Sale
- 9 7:00 PM Friends Board Meeting, Shkoler
- 18 7:30 PM Library Board Meeting
- 25 2:02 PM CSDA Annual Conference, San Diego, through Sep 27
- 26 7:15 AM Placentia Chamber of Commerce Breakfast

October

- 7 7:00 PM Friends Board Meeting, Dinsmore
- 12 9:00 AM Heritage Parade

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October

- 13 1:00 PM Friends Book Sale
- 16 7:30 PM Library Board Meeting
- 24 7:15 AM Placentia Chamber of Commerce Breakfast

November

- 1 5:30 PM Foundation Donor Reception (Donor hours are 6 - 8 P.M.)
- 4 7:00 PM Friends Board Meeting, Stark
- 11 Library Closed for Veterans Day
- 17 1:00 PM Friends Book Sale
- 20 7:30 PM Library Board Meeting
- 28 Library Closed for Thanksgiving

December

- 2 7:00 PM Friends Board Meeting, Braun
- 6 7:15 AM Chamber of Commerce Citizen of the Year Breakfast
- 8 1:00 PM Friends Book Sale
- 18 7:30 PM Library Board Meeting

Jul 2002						
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**MINUTES
PLACENTIA LIBRARY DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
December 19, 2001**

CALL TO ORDER President Shkoler called the Regular Meeting of the Placentia Library District Board of Trustees to order on December 19, 2001 at 7:35 P.M..

ROLL CALL **Members Present:** President Al Shkoler; Secretary Geoff Braun; Trustees Sandra Stark and Gaeten Wood; and Library Director Elizabeth Minter.

Members Absent: Trustee Peggy Dinsmore.

Others Present: Administrative Assistant Elisa Herrera-Thomas; Public Services Manager and Literacy Coordinator Jim Roberts; Children's Librarian Cyrise Smith; English Language Literacy Intensive (ELLI) Project Manager Ann Margaret Webb.

ADOPTION OF AGENDA It was moved by Trustee Wood, seconded by Trustee Stark to adopt the Agenda as printed.

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

MINUTES It was moved by Trustee Wood, seconded by Trustee Stark to approve the Minutes of the November 21, 2001 Regular Meeting as printed.

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

TRUSTEE'S REPORT Trustee Stark commented on the encouraging attendance at the History Room Dedication Ceremony on December 4, 2001.

LIBRARY DIRECTOR'S REPORT Library Director Minter reported that the workroom floor abatement work is a week ahead of schedule.

Library Director Minter also reported that the Library was seeing a good growth for passports on weekends and that she is expecting busy Saturdays in the month of January 2002.

Library Director Minter also reported that the Staff Christmas party is to be held on Thursday, December 20, 2001.

CLAIMS

It was moved by Secretary Braun, seconded by Trustee Wood to approve Agenda Items 10 through 13.

Nonstandard Claims: No Nonstandard Claims were presented.

Forwarded by the Library Director: Claims 4181, 4182 and 4183 for a total of \$10,243.14.

Current Claims and Payroll: Claims 4184, 4185, 4186, 4187, 4188, 4189 and 4190 for \$81,987.18. Payroll Claims 4191 for \$26,961.00 and 4192 for \$26,961.00 for a subtotal of \$53,922.00. The combined total for all Claims and Payroll claims was in the amount of \$135,909.18.

FY2001-2002 Cash Flow Analysis through November 21, 2001 with recommendation that no funds be transferred at this time.

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

FINANCIAL REPORTS

It was moved by Trustee Wood, seconded by Secretary Braun to receive and file Agenda Items 14 through 19:

Financial Reports for November 2001

Office General Ledger & Check Registers for November 2001

Acquisitions Report for November 2001

Collection Agency Report for November 2001

Debit Card System Reimbursement Report for November 2001

Gifts Report for November 2001

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

GENERAL CONSENT CALENDAR

It was moved by Trustee Wood, seconded by Trustee Stark to receive and file Agenda Items 20-29:

Building Maintenance Report for November 2001. (Receive & File)

Personnel Report for November 2001 (Receive, File & Ratify

Volunteer Report for November 2001 (Receive & File)

Circulation Report for November 2001 (Receive & File)

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

Minutes of the Placentia Civic Center Authority for its meeting
On October 10, 2001 (Receive & File)

Letter from Santiago Library System dated November 14, 2001
Notifying the District that it is receiving a Young Adult
Programs Grant of \$3,200.00 (Receive & File)

Article by Dan Walters of the Sacramento Bee regarding ERAF
and the State Legislature and Legislative update from California
Special Districts Association (CSDA) of December, 2001
(Receive & File)

Library of California Board Actions, November 5-6, 2001
(Receive & File)

Fiscal Year 2000-2001 Annual Report of Financial Transactions
of Special Districts for Placentia Library District as prepared by
Munson, Cronick & Associates and submitted to the State
Controller on November 30, 2001 (Receive & File)

Legislative Alert from the California Special Districts
Association (Receive & File)

ERAF Orphan legislative update from Susan Fuller (Receive &
File)

Ratify contract with Alliance Environmental Group for \$2,615
for asbestos floor tile and adhesive removal in staff workroom
and hallway; and with Disaster Kleenup, Better Floors &
Restorations for \$7,072 for providing and installing carpet tiles
in the staff workroom and hallway. (Receive & File and Ratify
Signature of Contracts by the Library Director)

**PLACENTIA-YORBA
LINDA UNIFIED
SCHOOL DISTRICT
BOND MEASURE**

It was moved by Trustee Wood, seconded by Trustee Stark to read
Resolution 01-3 by title only: A Resolution of the Placentia Library
Board of Orange County Supporting the Placentia-Yorba Linda Unified
School District's Efforts to Acquire Funding from a School Bond
Measure.

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

It was moved by Trustee Wood, seconded by Trustee Stark to adopt Resolution 01-3.

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

**ELECTION OF
BOARD OFFICERS**

Trustee Stark nominated Secretary Geoff Braun as president of the Placentia Library District Board of Trustees.

Secretary Braun declined the nomination.

Trustee Stark nominated Trustee Gaeten Wood as president of the Placentia Library District Board of Trustees.

Trustee Wood declined the nomination.

It was moved by Secretary Braun, seconded by Trustee Wood to nominate and elect Al Shkoler as President of the Placentia Library District Board of Trustees.

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

It was moved by Trustee Wood, seconded by Trustee Stark to nominate and elect Geoff Braun as Secretary of the Placentia Library District Board of Trustees.

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

**APPOINTMENT OF
LIBRARY BOARD
REPRESENTATIVES
FOR 2002 BY THE
BOARD PRESIDENT**

President Shkoler appointed:

Secretary Braun and Trustee Wood as representatives to the Placentia Library Foundation Board of Directors.

Trustee Wood as representative to the Independent Special Districts of Orange County.

Trustee Stark as representative to the Special Districts Workers

Trustee Wood as representative to Special District Local Area Formation Commission (LAFCO) Selection Committee.

President Shkoler and Trustee Wood as representatives to the Placentia Civic Center Authority Commission (Shkoler & Wood)

**SELECTION OF
DATE AND TIME
FOR REGULAR
BOARD MEETINGS
FOR 2002**

It was moved by Trustee Stark, seconded by Trustee Wood to schedule date and time for the Regular Board Meeting for 2002 as the third Wednesday of the month at 6:30 P.M.

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

**REINVESTMENT OF
CERTIFICATES OF
DEPOSIT**

To be deferred until January 16, 2002 Library Board Meeting.

ELLI GRANT

Project Manager Ann Margaret Webb gave a presentation of the Program Plan for the English Language Literacy Intensive (ELLI) Grant

**YOUNG ADULT
GRANT**

Children's Librarian Cyrise Smith gave a presentation of Program Plan for the Young Adult Grant.

**CIVIC CENTER
AUTHORITY**

Library Director Minter reported that the Civic Center Authority wants to install several signs that are uniform in appearance. In order to do this, the Civic Center Authority wants the District to pay an additional \$9,000 to cover the costs of the Library signage plus 50% of the shared signage.

Library Director Minter also discussed the fact that the Library is being asked to pay for half of the cost of the Reserved Parking Spaces throughout the entire parking lot although the Library only has two of the twenty-one reserved parking spaces.

It was moved by Secretary Braun, seconded by Trustee Wood that the Representatives of the Placentia Library District Board of Trustees do what is necessary in order to install the Library signage in question but to also negotiate on the reserved parking space issue.

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

It was moved by Secretary Braun, seconded by Trustee Wood to approve Agenda Items 37-42.

Program Committee Report for November 2001.

Children's Services Report for November 2001.

Placentia Library Literacy Services Report for November 2001.

Placentia Library Web Site Report for November 2001.

Publicity Materials produced for November 2001.

Safety Committee Minutes for November 2001.

AYES: Braun, Shkoler, Stark, Wood

NOES: None

ABSTAIN: None

ABSENT: Dinsmore

JANUARY MEETING

The January Regular Library Board Meeting will be held on Wednesday, January 16, 2002 at 6:30 P.M. in the Library Conference Room.

ADJOURNMENT

The Regular Meeting of the Board of Trustees of the Placentia Library District for December 19, 2001 adjourned at 9:00 P.M.

Geoff Braun, Secretary



Friends of Placentia Library Board Meeting December 2001

The meeting was called to order by President, Pat Irot. The following Directors were present: Pat Irot, Jan Schwartzkopf, Renee Scott, Barbara Hemmerling, Virginia Walker, Jill Botha, Eleanor Rankin, Ginny Sanatar and Marge Horrocks. Elizabeth Minter, Jim Roberts, and Jillian represented the staff. Jeff Braun was in attendance from the Trustees.

The minutes of the November 5 board meeting were approved as corrected. The treasurer reported a balance of \$11,529.97 There were no bills to be paid.

President's Report: (1) Ginny Sanatar is now officially a Director of the Friends. (2) Pat read a thank you from Elizabeth and the staff. They expressed their appreciation for our monetary and emotional support after Cindy McClain's death. (3) History room dedication will be December 4 at 8:15. The City Council will be in attendance. (4) Wells Fargo bank donated \$1000 to Books 2001 and \$1000 for the Spanish literacy program. (5) Pat continues to be available to train new volunteers at 3PM, Monday.

Second Sunday Sales: A new sign up sheet was circulated: Jan.13—Virginia, Marge
Feb. 10---Eleanor, Renee, March 10---Ginny, Renee, April 14---Jan, Barbara, May 19---
Marge, Jill, June 9—Eleanor, July 14---Pat Irot, August 11 Sept, 8
Oct. 13---Marge, Jill, Nov. 10 Dec. 8.

Author's Luncheon March 2. Dorene Ludwig is our author. The menu is being researched. The apron fabric will be here by the first of the year. It was decided to invite Lynn Daucher to be our Maitre de'.

Annual Meeting, April 15. Jim reported that his application for the grant has been filed.(copy in secretary's book).Everything is well planned and on schedule.

Placentia Library Foundation: Eleanor Rankin has agreed to serve as our representative on this board.

Director's Report (1) The poinsettias in the library were purchased with the Director's fund provided by the Friends. They add a touch of holiday color and the patron's have commented on their beauty. (2) Asbestos was found in the workroom. All of the tiles must be removed and replaced. Some moisture in the same area will be addressed. This will be done while the library is closed for the holidays. (3) Elisia is programming the new cash register in the Friends sales room. (4) Camp Library was a big success. The biggest turnout ever. (5) Elizabeth brought a request from Cerise, children's librarian. The large lighted globe needs to be replaced. The stand will be able to be used. She estimated the cost as just under \$500. It was moved by Virginia and seconded by Jan to allow up to \$500 to purchase a new globe. The motion carried.

Virginia Walker commented on the healthy balance in our treasury. A discussion was held on funds already committed and the desire to have a nest egg with which to carpet the meeting room, replace the refrigerator, and/or accomplish other projects in the meeting room that would improve the appearance and the comfort of that area. The motion was made by Jan and seconded by Jill to allow \$1000 for technical assistance in the library. This will hire an experienced person to help get already acquired material ready for circulation. The motion resulted from our discussion on use of funds. The motion was carried.

Next meeting January 7, 2002 7PM Conference Room.

Meeting dates 2/4, 3/4, 4/1, 5/6, 6/3

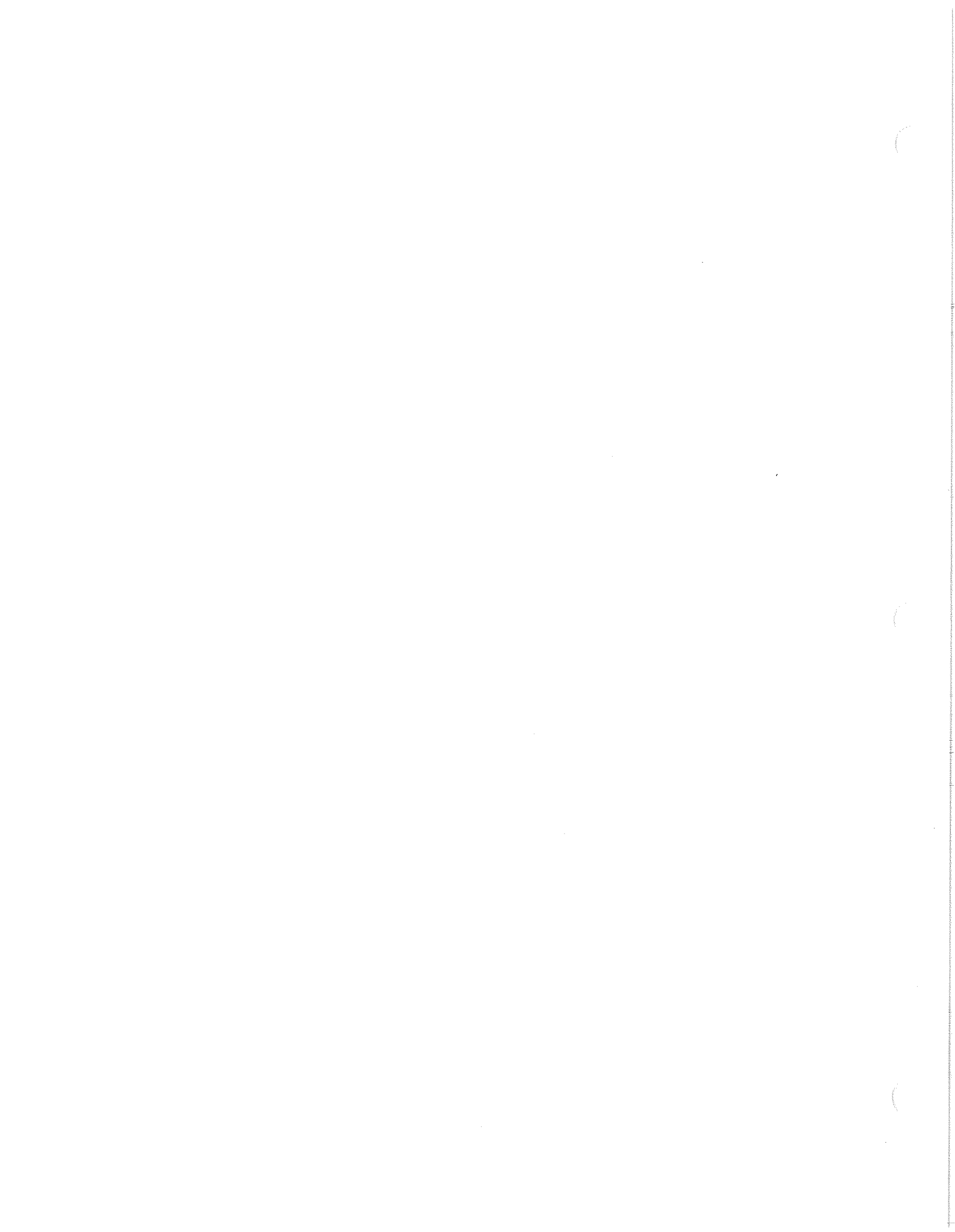
Sales dates 1/13, 2/19, 3/10, 4/7, 5/19, 6/9

Barbara Hemmerling, Secretary

PLACENTIA LIBRARY DISTRICT
Summary of Nonstandard Claims
January 16, 2002

TYPE	REPORT NUMBER	AMOUNT
	TOTAL	0.00

Prepared by: Elisa Herrera-Thomas



PLACENTIA LIBRARY DISTRICT
Summary of Claims Forwarded by the Library Director
January 16, 2002

	DATE	REPORT NUMBER	AMOUNT
DIRECTOR	January 7, 2002	4193	2,677.89
	January 7, 2002	4194	2,833.39
		TOTAL	5,511.28

Prepared by : Elisa Herrera-Thomas

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE
REPORT NO

01/07/02
4193
Agenda Item 10
Page 2 of 3

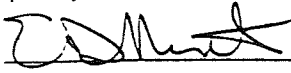
Placentia Library District
111 E. Chapman Ave.
Placentia, CA 92670

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
N06556A C N A Group Benefits 75 Remittance Drive, Ste. 1641 Chicago, IL 60675-1641	1/2002-2/2002		0300	00		246.05		
N03646 Vision Service Plan P.O.Box 45210 San Francisco, CA 94145-5210	Jan 2002		0300	00		233.36		
N03645A Blue Shield of California Cash Receiving-File 55331 Los Angeles, CA 90074-5331	1/2002-2/2002		0300	00		301.10		
N19932 Ameritas Life Insurance Corp. P.O.Box 81889 Lincoln, NE 68501-1889	1/2002-2/2002		0300	00		650.80		
N20042 Fortis Benefits P.O.Box 806644-1 Kansas City, MO 64180-6644	1/2002-2/2002		0300	00		223.30		
N05030I AT&T P.O.Box 78225 Phoenix, AZ 85062-8225	0182971115001		0700	00		31.84		
	0519486767001		0700	00		28.20		
	0508471510001		0700	00		44.82		
						104.86		
N03752 Pacific Bell Payment Center Van Nuys, CA 91388-0001	714-528-1906		0700	00		99.30		
	714-528-8236		0700	01		16.03		
	714-223-1698		0700	01		344.63		
	335-253-2062		0700	01		348.01		
	714-524-8408		0700	08		55.55		
						863.52		
N15508 Cosmolink Internet Services 3030 Saturn Street, Suite 204 Brea, CA 92821	200112-77		0700	02		15.00		
	200112-24		0700	02		39.90		
						54.90		

The claims listed above (totaling \$2,677.89) 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
11 E. Chapman Ave.
Placentia, CA 92670

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
N03833 Brodart Automation P.O.Box 3488 Williamsport, PA 17705	12-21-01 A34525		700	05		215.00		
Consolidated Reprographics P.O.Box 513865 Los Angeles, CA 90051-3865	12-13-01 590580		1800	00		110.96		
N22558 Nancy L. Mory 1136 Moro Circle Placentia, CA 92870-3078	12-18-01		1900	08		135.00		
N01074 Southern California Gas Company P.O.Box C Monterey Park, CA 91756	12-18-01		2800	00		290.72		
N03659F Southern California Water 500 Cameron Street Placentia, CA 92870-6101	12-21-01 Acct#312083-9		2800	00		111.99		
N06686G Office Depot Credit Plan Dept.56-6183976509 P.O.Box 9020 Des Moines, IA 50368-9020	12-21-01 6011566183976509		1800	00		155.50		

The claims listed above (totaling \$2,833.39) 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
January 15, 2002

TYPE	REPORT NUMBER	AMOUNT
Regular	4195	4,485.36
	4196	8,063.58
	4197	11,110.00
	4198	5,571.13
	4199	3,528.05
	4200	472.40
Subtotal for Regular		33,230.52
Payroll	4201	26,961.00
	4202	26,961.00
Subtotal for Payroll		53,922.00
TOTAL CURRENT CLAIMS & PAYROLL		87,152.52

Prepared by: Elisa Herrera-Thomas

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 01/15/02
REPORT NO 4195

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

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
Inter-Tel Technologies 1667 N. Batavia Street Orange, CA 92867-3508	2551049		0700	00		250.00		
Haulaway Storage Containers, Inc. P.O.Box 186 Stanton, CA 90680-0186	357326		1000	00		111.45		
Alliance Environmental Group, Inc. 15705 Arrow Highway, Ste.5 Irwindale, CA 91706	12-20-01 11391		1000	00		2,615.00		
N09141 Dick's Lock & Safe 111 W. Chapman Avenue Placentia, CA 92870	85406A		1400	00		129.53		
N06785 Hector Vargas Cleaning Service 318 Capistrano Street Placentia, CA 92870	062761 Jan 2002		1400	00		1,100.00		
N03653 Bear State Air Conditioning 3548 Enterprise Drive Anaheim, CA 92807-1640	01-12-1415		1400	00		139.00		
N03940 Gaylord Bros. P.O.Box 4901 Syracuse, NY 13221-4901	185791		1800	00		60.50		
N03648B Special "T" Water Systems 11934 Washington Blvd. Whittier, CA 90606	057633 Jan-Feb 2002		1800	00		26.00		
N01879 Photography by John Walcek 119 N. Bradford Avenue Placentia, CA 92870	1-7-02 202		1800	00		53.88 4,485.36		

The claims listed above (totaling \$4,485.36 are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY _____

COUNTERSIGNED BY _____

ATTESTED AND/OR COUNTERSIGNED BY _____

Page Total

4,485.36

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 01/15/02
REPORT NO 4196

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

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
N21533 Kelly Paper 1441 E. 16th Street Los Angeles, CA 90021	182070		1800	00		29.35		
	183329		1800	00		58.83		
N06572 SPS Data Communications 1569 Greenwich Road San Dimas, CA 91773	00120107		1800	00		660.00		
N01905 Data Perfect Images 1269 Pomona Road #110 Corona, CA 92882	1-3-02 127240		1800	00		207.48		
N16779 Literacy Pro Systems, Inc. 333 W. Maude Avenue, Suite 108 Sunnyvale, CA 94085	1-2-02 KS022802		1800	08		429.92		
N01856 Munson, Cronick & Associates, LLP 2501 E. Chapman Avenue, Suite 220 Fullerton, CA 92831	15013		1900	00		100.00		
	15017		1900	00		400.00		
						500.00		
N06557 Care Resources, Inc. 9550 Warner Avenue, Suite 228 Fountain Valley, CA 92708	1-1-02		1900	00		35.00		
Rasmussen Software, Inc. 10240 SW Nimbus Ave., Ste.L9 Portland, OR 97223	99562		1900	00		40.00		
N03769D County of Orange Auditor-Controller P.O.Box 567 Santa Ana, CA 92702	12-11-01 219636		1900	00		6,103.00		

The claims listed above (totaling \$8,063.58 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
REPORT NO

01/15/02
4197

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

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
N03656 Pacific Clippings P.O.Box 11789 Santa Ana, CA 92711	332 Dec 2001		1900	00		37.71		
N06965 Paychex, Inc. 200 E. Sandpointe, Suite 100 P.O.Box 25159 Santa Ana, CA 92799-5159	20011227		1900	00		489.09		
N06671A MD Medical Clinics 1300 N. Kraemer Blvd. P.O.Box 66012 Anaheim, CA 92816	12-31-01 00297		1900	07		142.50		
CW Performance Technology 2603 Main Street, Suite 600 Irvine, CA 92614	40087		1900	00		163.03		
Robert Borders & Associates 5030 Campus Drive Newport Beach, CA 92660	12-29-01 01136		1900	07		2,100.22		
N13034A OmniGrafix Printing 1571 S. Sunkist Street, Suite L Anaheim, CA 92806	12-13-01 34925		1900	07		59.13		
N23658 Lauren Andrews 1610 South pomona Ave., C-9 Fullerton, CA 92832	Nov 2001 Dec 2001		1900	07		400.00 300.00 700.00		
N22769 ABN AMRO, Incorporated c/o LaSalle National Leasing 135 S. LaSalle St. Dept 3859 Chicago, IL 60674-3859	12-18-01 168988		2200	00		7,418.32		

The claims listed above (totaling \$11,110.00) 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

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 01/15/02
REPORT NO 4198

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

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
			BS Acct				Doc Number	SC
N22429 The Rosen Publishing Group 29 East 21st Street New York, NY 10010	235227		2400	01		37.90		
	233203		2400	01		1,024.40		
						1,062.30		
Rainbow Book Company Marty Lebowitz 40 Sagitta Way Coto de Caza, CA 92679	Jan 2002		2400	01		952.00		
N09184A World Book, Inc. World Book School & Library 22841 Quicksilver Drive Dulles, VA 20166-2019	1139858		2400	01		858.93		
Harris Info Source 2057 E. Aurora Road Twinsburg, OH 44087-1999	514551		2400	01		219.63		
N23459 Thomas T. Beeler, Publisher P.O.Box 659 Hampton Falls, NH 03844-0659	12-20-01 92870A		2400	01		124.38		
N21086B Grey House Publishing P.O.Box 860 185 Millerton Road Millerton, NY 12546	293511		2400	01		148.50		
N01861 Salem Press, Inc. P.O.Box 50062 Pasadena, CA 91115-0062	0314335-IN		2400	01		119.53		
	0314725-IN		2400	01		454.50		
						574.03		
N03845A Marshall Cavendish 99 White Plains Road, P.O.Box 2001 Tarrytown, NY 10591-9001	578862		2400	01		499.35		
	578864		2400	01		1,132.01		
						1,631.36		

The claims listed above (totaling \$5,571.13) 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
REPORT NO

01/15/02
4199

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

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
N19776 Donna g. Bass 500 Vanderbilt Drive Placentia, CA 92870	12-17-01		1900	09		35.00		
N03657B Standard & Poor's 2542 Collection Center Drive Chicago, IL 60693	5443329		2400	01		2,856.28		
N25796A Book Wholesalers, Inc 1847 Mercer Road Lexington, KY 40511	12-5-01		2400	01		64.81		
	1199518			01		19.10		
	1194630		2400	01		43.26		
	12-20-01 1206323					127.17		
LeapFrog SchoolHouse 6401 Hollis Street, Suite 150 Emeryville, CA 94608-1070	12-27-01 29298		2400	07		47.08		
N03832 Books on Tape P.O.Box 7900 Newport Beach, CA 92658	4659929P		2400	05		204.23		
Scholastic Inc. P.O.Box 3720 Jefferson City, MO 65102-3720	2045040		2400	09		75.51		
N25795 Jillian Rakos 360 S. Timken Anaheim Hills, CA 92808	Jan 2002		2700	01		142.83		
N09220A Jim Roberts 3474 Whistler Avenue El Monte, CA 91732	Dec 2001		2700	08		39.95		

The claims listed above (totaling \$3,528.05 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 01/15/02
REPORT NO 4200

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

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
N23569 Placentia disposal P.O.Box 309 Anaheim, CA 92815-0309	1-1-02		1400	00		34.56		
	Acct#04-0018023							
N03833 Brodart Co. P.O.Box 3488 Williamsport, PA 17705	237440		1800	00		41.89		
	12-13-01							
	U882649		2400	01		28.11		
	U882648		2400	01		19.40		
						89.40		
N03842A Ingram Library Services P.O.Box 502779 St. Louis, MO 63150-2779	12-19-01					57.11		
	77655982					145.74		
	77655983					31.64		
	77655984					25.87		
	77655985					18.22		
	77655986					9.40		
	77655987					82.81		
	77655988					-22.35		
Credit Memo	2CM93975					348.44		

The claims listed above (totaling \$472.40) 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

472.40

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 01/15/02
REPORT NO 4201

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

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
BANK OF AMERICA Placentia Branch 760 for the Placentia Library Account # 07605-80156 Route #12100358	January 15, 2002 Pay period #16 January 25, 2002 February 7, 2002		0100	00		25,062.00		
	FICA		0200	00		1,899.00		
PLEASE WIRE ON THURSDAY, FEBRUARY 7, 2002								

The claims listed above (totaling \$26,961.00) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY _____

COUNTERSIGNED BY _____

ATTESTED AND/OR COUNTERSIGNED BY _____

Page Total

26,961.00

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 01/15/02
REPORT NO 4202

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

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
BANK OF AMERICA Placentia Branch 760 for the Placentia Library Account # 07605-80156 Route #12100358	January 15, 2002 Pay period #17 February 8, 2002 February 21, 2002		0100	00		25,062.00		
	FICA		0200	00		1,899.00		
PLEASE WIRE ON THURSDAY, FEBRUARY 21, 2002								

The claims listed above (totaling \$26,961.00) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY _____

COUNTERSIGNED BY _____

ATTESTED AND/OR COUNTERSIGNED BY _____

Page Total

26,961.00



PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *EDM*
SUBJECT: **Cash Flow Analysis**
DATE: January 16, 2002

BACKGROUND:

The Cash Flow Analysis for the General Fund for Fiscal Year 2001-2002 is Attachment A.

The Property Tax Apportionment Schedule for Fiscal Year 2001-2002 is Attachment B. The tax revenues anticipated before the next Library Board Meeting are highlighted in bold type.

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

RECOMMENDATION:

Receive & File the Cash Flow Analysis for Fiscal Year 2001-2002 through January 16, 2002.



Placentia Library District
 FY2001-2002 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
07/01/01		Beginning Balance			323,782.14
06/26/01	4111	Payroll #1 to transfer July 12, 2001		26,705.00	297,077.14
06/26/01	4112	Payroll #2 to transfer July 26, 2001		26,705.00	270,372.14
06/26/01	4113	General by Library Director		5,279.54	265,092.60
07/02/01	4114	General by Library Director		1,134.96	263,957.64
07/02/01	4115	General by Library Director		3,503.60	260,454.04
07/12/01	4116	General by Library Director		2,064.85	258,389.19
07/12/01	4117	General by Library Director		458.66	257,930.53
07/17/01		Reverse Interest Admin Fee Jun 2001		(42.11)	257,972.64
07/18/01	4118	General		24,254.82	233,717.82
07/18/01	4119	General		8,305.80	225,412.02
07/18/01	4120	General		1,128.82	224,283.20
07/18/01	4121	General		1,750.32	222,532.88
07/18/01	4122	General		3,102.98	219,429.90
07/18/01	4123	Payroll to wire August 9, 2001		26,705.00	192,724.90
07/18/01	4124	Payroll to wire August 23, 2001		26,705.00	166,019.90
07/19/01		Secured #8	12,031.41	30.08	178,021.23
07/19/01		Supplemental #1	1,745.23		179,766.46
07/23/01		Delinquent Supplemental	1,302.90		181,069.36
07/23/01	4125	General by Library Director		4,912.46	176,156.90
07/24/01		Teeter Secured Current Delinquent	13,876.41		190,033.31
07/24/01		Library Passport Revenue, Jul	4,314.83		194,348.14
07/24/01		Library Revenue, Jul	1,746.57		196,094.71
07/26/01		Supplemental Prior	1.59		196,096.30
07/27/01		Interest Jun		42.11	196,054.19
07/31/01		Canceled out-of-date checks, Dec.	36,449.18		232,503.37
08/02/01		Library Passport Revenue, Jul	2,683.89		235,187.26
08/02/01		Library Revenue, Jul	848.86		236,036.12
08/06/01	4126	General by Library Director		2,281.92	233,754.20
08/06/01	4127	General by Library Director		2,397.42	231,356.78
08/15/01		Supplemental 1st	1,065.31		232,422.09
08/15/01	4128	General		2,185.13	230,236.96
08/15/01	4129	General		1,861.85	228,375.11
08/15/01	4130	General		2,061.77	226,313.34
08/15/01	4131	General		3,170.61	223,142.73
08/15/01	4132	General		559.13	222,583.60
08/15/01	4133	Payroll to wire September 6, 2001		28,058.00	194,525.60
08/15/01	4134	Payroll to wire September 20, 2001		26,961.00	167,564.60
08/16/01	4135	General by Library Director		6,846.89	160,717.71
08/17/01		Library Passport Revenue, Aug	2,665.70		163,383.41
08/17/01		Library Revenue, Aug	960.77		164,344.18
08/20/01	4136	General by Library Director		8,716.09	155,628.09
08/28/01	4137	General by Library Director		1,433.99	154,194.10
08/28/01	4138	General by Library Director		4,658.72	149,535.38
08/31/01		Interest Jul	1,275.95	34.52	150,776.81
09/04/01	4139	General by Library Director		2,967.03	147,809.78
09/06/01		Library Revenue Aug	4,162.40		151,972.18
09/06/01		Library Passport Revenue Aug	1,090.05		153,062.23
09/06/01	4140	General by Library Director		3,378.51	149,683.72
09/16/01	4141	General		847.71	148,836.01

Placentia Library District
 FY2001-2002 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
09/16/01	4142	General		8,637.22	140,198.79
09/16/01	4143	General		7,029.04	133,169.75
09/16/01	4144	General		3,720.34	129,449.41
09/16/01	4145	General		3,203.02	126,246.39
09/16/01	4146	General		3,796.27	122,450.12
09/16/01	4147	General		1,134.31	121,315.81
09/16/01	4148	General		900.39	120,415.42
09/16/01	4149	General		35,900.00	84,515.42
09/16/01	4150	Payroll to wire October 4, 2001		26,961.00	57,554.42
09/16/01	4151	Payroll to wire October 18, 2001		26,961.00	30,593.42
09/18/01	4152	General by Library Director		4,104.85	26,488.57
09/20/01		Unsecured 1st	51,992.00	129.98	78,350.59
09/20/01		Supplemental # 2	3,453.58		81,804.17
09/21/01		Interest Aug 01	1,035.40	29.29	82,810.28
10/01/01	4154	General by Library Director		1,310.44	81,499.84
10/01/01	4155	General by Library Director		1,983.46	79,516.38
10/04/01		State Library -- Family Literacy	5,000.00		84,516.38
10/04/01		Library Passport Revenue Sep	3,887.80		88,404.18
10/04/01		Library Revenue Sep	2,355.94		90,760.12
10/04/01		Reverse Canceled Check (Pension Fund)	(36,449.18)		54,310.94
10/17/01	4156	General		3,816.65	50,494.29
10/17/01	4157	General		3,723.42	46,770.87
10/17/01	4158	General		1,142.31	45,628.56
10/17/01	4159	General		1,661.64	43,966.92
10/17/01	4160	General		9,381.55	34,585.37
10/17/01	4161	General		3,586.00	30,999.37
10/17/01	4162	Payroll to wire November 1, 2001		26,961.00	4,038.37
10/17/01	4163	Payroll to wire November 15, 2001		26,961.00	-22,922.63
10/17/01	4164	Payroll to wire November 29, 2001		26,961.00	-49,883.63
10/17/01	4165	General by Library Director		6,646.39	-56,530.02
10/17/01	4166	General by Library Director		2,148.78	-58,678.80
10/18/01		Supplemental # 3	5,171.94		-53,506.86
10/22/01		Library Passport Revenue Oct	1,953.45		-51,553.41
10/22/01		Library Revenue Sep	1,065.10		-50,488.31
10/31/01		Interest Sep 01	711.08		-49,777.23
11/01/01		Transfer from Fund 706	75,000.00		25,222.77
11/01/01	4167	General by Library Director		5,138.78	20,083.99
11/06/01		Library Passport Revenue Oct	3,694.43		23,778.42
11/06/01		Library Revenue Oct	1,193.39		24,971.81
11/06/01		State Library -- Interlibrary Loan, 5th 2000-2001	1,139.23		26,111.04
11/12/01	4168	General by Library Director		2,269.56	23,841.48
11/12/01	4169	General by Library Director		2,024.94	21,816.54
11/20/01		Supplemental #4	2,047.72		23,864.26
11/21/01	4170	General		96.57	23,767.39
11/21/01	4171	General		2,518.07	21,249.62
11/21/01	4172	General		537.22	20,712.40
11/21/01	4173	General		9,535.71	11,176.69
11/21/01	4174	General		4,317.36	6,859.33
11/21/01	4175	General		2,175.93	4,683.40
11/21/01	4176	General		2,417.26	2,266.14

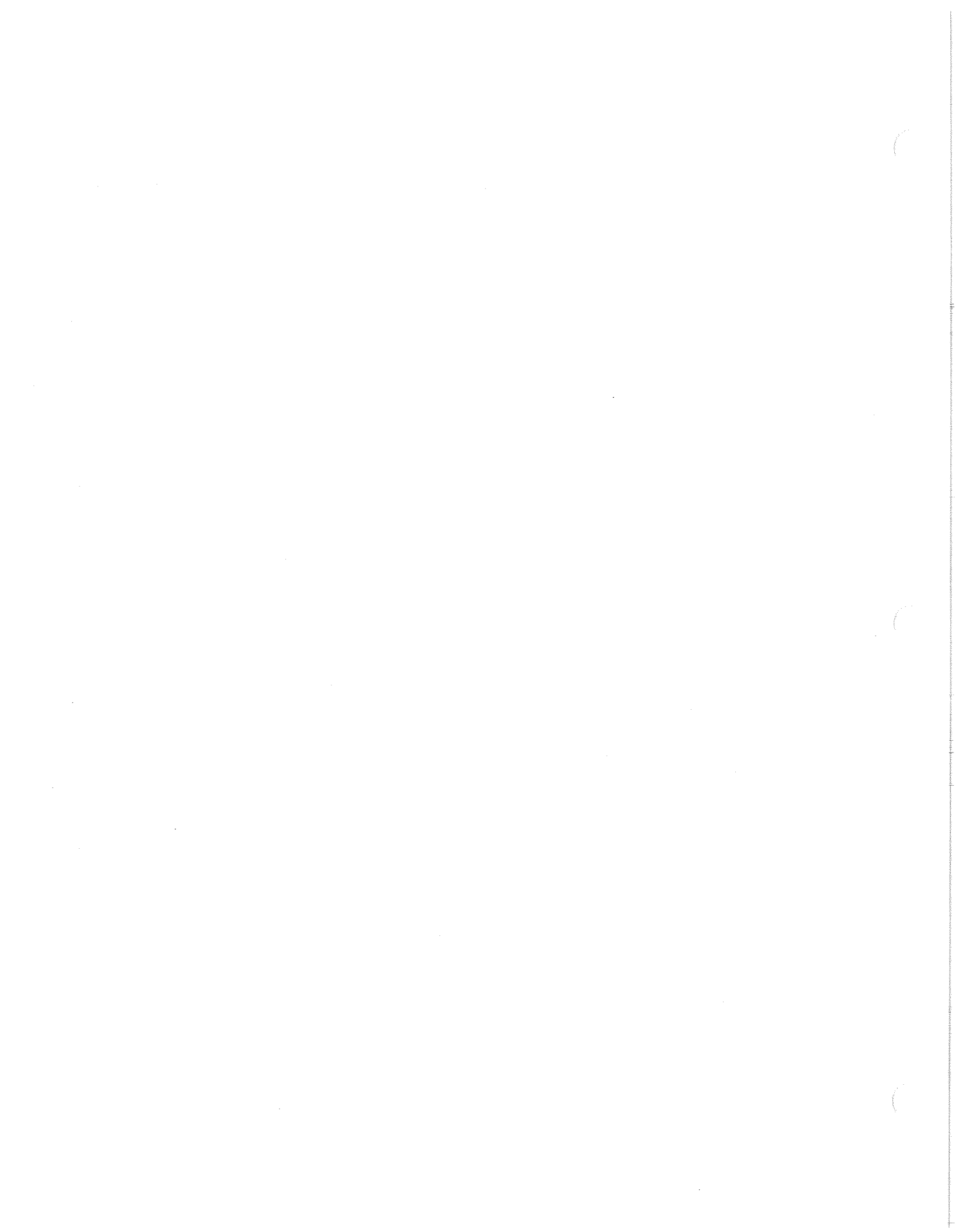
Placentia Library District
FY2001-2002 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
11/21/01	4177	General		13,394.00	-11,127.86
11/21/01	4178	General		1,219.30	-12,347.16
11/21/01	4179	Payroll to wire December 13, 2001		26,961.00	-39,308.16
11/21/01	4180	Payroll to wire December 27, 2001		26,961.00	-66,269.16
11/26/01		Library Passport Revenue Nov	2,399.80		-63,869.36
11/26/01		Library Revenue Nov	1,344.39		-62,524.97
11/27/01	4181	General by Library Director		8,876.54	-71,401.51
11/29/01		Secured #1	101,203.78	253.01	29,549.26
11/30/01		Interest Oct 01	299.78	11.10	29,837.94
12/05/01	4182	General by Library Director		591.63	29,246.31
12/05/01	4183	General by Library Director		774.97	28,471.34
12/06/01		Library Passport Revenue Nov	1,436.20		29,907.54
12/06/01		Library Revenue Nov	841.00		30,748.54
12/10/01		Homeowners #1	2,415.15		33,163.69
12/13/01		Secured #2	70,964.49	177.41	103,950.77
12/19/01	4184	General		45,566.69	58,384.08
12/19/01	4185	General		14,480.01	43,904.07
12/19/01	4186	General		1,544.20	42,359.87
12/19/01	4187	General		6,062.22	36,297.65
12/19/01	4188	General		676.12	35,621.53
12/19/01	4189	General		6,792.12	28,829.41
12/19/01	4190	General		6,865.82	21,963.59
12/19/01	4191	Payroll to wire January 10, 2002		26,961.00	-4,997.41
12/19/01	4192	Payroll to wire January 24, 2002		26,961.00	-31,958.41
12/20/01		Secured #3	233,791.42	584.48	201,248.53
12/20/01		Supplemental #5	3,107.09		204,355.62
12/21/01		Library Passport Revenue Dec	2,585.25		206,940.87
12/21/01		Library Revenue Dec	944.04		207,884.91
12/31/01		Interest Nov 01	216.76	8.97	208,092.70
01/07/02	4193	General by Library Director		2,677.89	205,414.81
01/07/02	4194	General by Library Director		2,833.39	202,581.42
01/15/02	4195	General		4,485.36	198,096.06
01/15/02	4196	General		8,063.58	190,032.48
01/15/02	4197	General		11,110.00	178,922.48
01/15/02	4198	General		5,571.13	173,351.35
01/15/02	4199	General		3,528.05	169,823.30
01/15/02	4200	General		472.40	169,350.90
01/15/02	4201	Payroll to wire February 7, 2002		26,961.00	142,389.90
01/15/02	4202	Payroll to wire February 21, 2002		26,961.00	115,428.90



Placentia Library District
Property Tax Apportionments
Fiscal Year 2001-2002

Date	Category	Amount
08/16/01	Prior Year Secured Taxes & Penalties #1 Jul	
08/16/01	Supplemental #1 Jul	
09/13/01	Prior Year Secured Taxes & Penalties #2 Aug	
09/21/01	Supplemental #2 Aug	
09/21/01	Unsecured collections at 8/31/01, #1	80% - 85%
10/11/01	Prior Year Secured Taxes & Penalties #3 Sep	
10/19/01	Supplemental #3 Sep	
11/15/01	Prior Year Secured Taxes & Penalties #4 Oct	
11/21/01	Supplemental #4 Oct	
11/30/01	Current secured #1	7% - 10%
12/11/01	Homeowners Property Tax Relief	15%
12/13/01	Prior Year Secured Taxes & Penalties #5 Nov	
12/14/01	Current secured #2	14% - 18%
12/21/01	Current secured #3	20% - 24%
12/21/01	Supplemental #5 Nov	
01/11/02	Homeowners Property Tax Relief	35%
01/17/02	Prior Year Secured Taxes & Penalties #6 Dec	
01/23/02	Current secured #4	3% - 6%
01/23/02	Supplemental #6 Dec	
01/23/02	Unsecured collections at 12/31/01, #2	5% - 10%
02/08/02	State-Assessed Public Utility, #1	49% - 50%
02/14/02	Prior Year Secured Taxes & Penalties #7 Jan	
02/21/02	Supplemental #7 Jan	
03/14/02	Prior Year Secured Taxes & Penalties #8 Feb	
03/21/02	Current secured #5	5% - 7%
03/21/02	Supplemental #8 Feb	
04/11/02	Prior Year Secured Taxes & Penalties #9 Mar	
04/11/02	Unsecured collections at 03/31/02, #3	1% - 3%
04/19/02	Current secured #6	25% - 30%
04/19/02	Supplemental #9 Mar	
05/10/02	Homeowners Property Tax Relief	35%
05/16/02	Prior Year Secured Taxes & Penalties #10 Apr	
05/16/02	Supplemental #10 Apr	
05/21/02	Current secured #7	3% - 5%
05/24/02	State-Assessed Public Utility, #2	49% - 50%
06/11/02	Homeowners Property Tax Relief	15%
06/13/02	Prior Year Secured Taxes & Penalties #11 May	
06/21/02	Prior Year Unsecured	
06/21/02	Supplemental #11 May	
06/21/02	Unsecured collections at 05/31/02, Final	3% - 6%
07/19/02	Current secured final for FY02	1% - 3%
07/19/02	Prior Year Secured Taxes & Penalties, FY02 #12 Jun	
07/19/02	Supplemental, FY02 #12 Jun	
07/23/02	Delinquent Supplemental, FY02	
07/24/02	Secured Teeter Actual Final Delinquencies, FY01	2% - 4%



Fund Balance Report
Post-Petition Balances (B/S Account 8010 - Cash)

January 16, 2002

	Fiscal Year 2001-2002						
	Fund 702	Fund 703	Fund 706	Fund 707	Fund 708	TOTAL	TOTAL
	Maj Equip/Struc	Auto Replac	Bond Redempt	General Fund	Sick Lv Payoff	ALL FUNDS	EXCL GEN FUND
30-Jun-01	111,953.60	9,492.81	153,762.94	323,782.14	9,262.98	608,254.47	284,472.33
31-Jul-01	112,716.71	9,534.45	154,010.92	289,334.16	9,303.61	574,899.85	285,565.69
31-Aug-01	113,203.85	9,575.66	154,405.14	211,233.74	9,343.81	497,762.20	286,528.46
30-Sep-01	114,099.58	9,651.43	155,626.87	145,233.28	9,417.75	434,028.91	288,795.63
31-Oct-01	114,087.82	9,650.44	115,610.83	39,293.50	9,416.78	288,059.37	248,765.87
30-Nov-01	114,503.99	9,685.64	81,178.47	101,546.64	9,451.13	316,365.87	214,819.23
31-Dec-01	114,881.74	9,717.60	81,700.45	281,012.77	9,482.31	496,794.87	215,782.10
31-Jan-02						0.00	0.00
28-Feb-02						0.00	0.00
31-Mar-02						0.00	0.00
30-Apr-02						0.00	0.00
31-May-02						0.00	0.00
30-Jun-02						0.00	0.00
Petty Cash	0.00	0.00	0.00	10,000.00	0.00	10,000.00	0.00
General Reserves	0.00	0.00	0.00	0.00	0.00	0.00	0.00

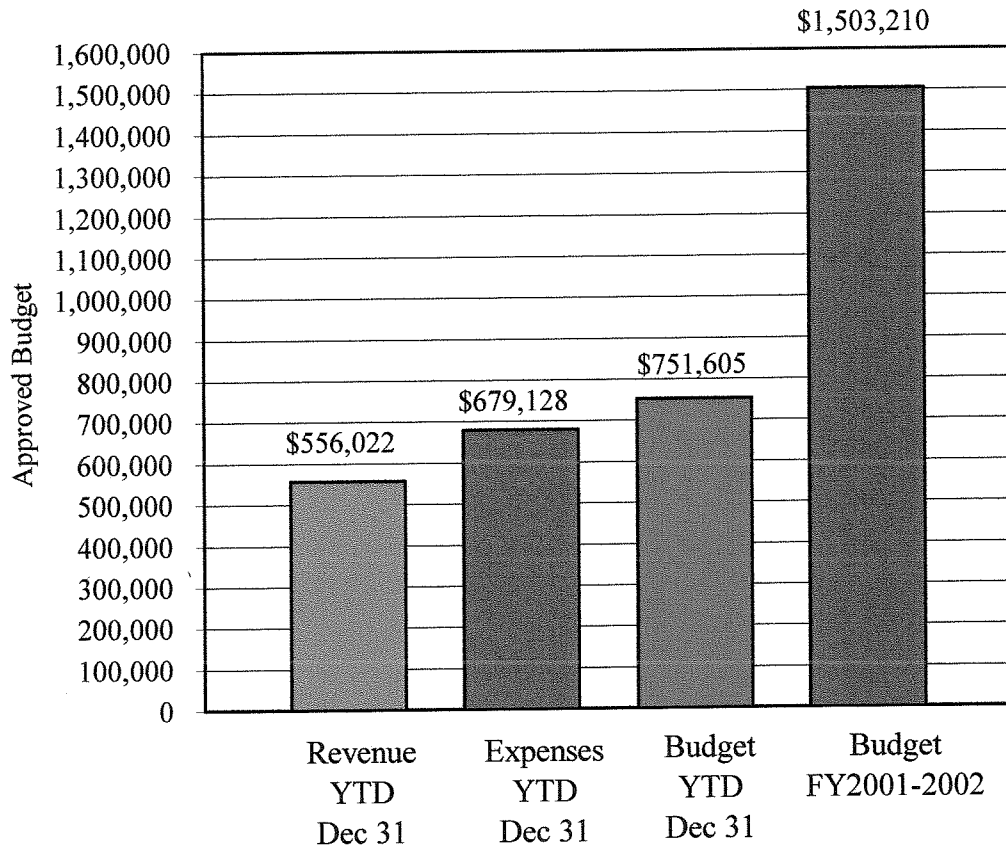
	Fiscal Year 2000-2001						
	Fund 702	Fund 703	Fund 706	Fund 707	Fund 708	TOTAL	TOTAL
	Maj Equip/Struc	Auto Replac	Bond Redempt	General Fund	Sick Lv Payoff	ALL FUNDS	EXCL GEN FUND
30-Jun-00	96,051.74	8,934.70	147,599.35	258,136.41	8,700.20	519,422.40	261,285.99
31-Jul-00	96,171.58	8,957.55	147,823.78	231,138.46	8,740.35	492,831.72	261,693.26
31-Aug-00	96,677.61	9,004.54	148,600.96	92,114.90	8,785.99	355,184.00	263,069.10
30-Sep-00	97,165.52	9,049.92	149,350.71	78,481.43	8,830.18	342,877.76	264,396.33
31-Oct-00	97,697.97	9,099.51	55,169.11	113,941.72	8,878.56	284,786.87	170,845.15
30-Nov-00	87,890.22	9,149.56	56,003.03	110,828.97	8,878.56	272,750.34	161,921.37
31-Dec-00	88,417.19	9,198.67	56,823.25	259,208.69	8,975.31	422,623.11	163,414.42
31-Jan-01	89,526.99	9,300.58	57,570.97	491,153.97	9,074.74	656,627.25	165,473.28
28-Feb-01	162,088.15	9,299.59	57,564.82	379,847.44	9,073.77	617,873.77	238,026.33
31-Mar-01	162,580.42	9,350.78	57,881.70	347,353.21	9,123.72	586,289.83	238,936.62
30-Apr-01	110,693.74	9,401.52	58,201.45	444,151.50	9,173.91	631,622.12	187,470.62
31-May-01	111,139.78	9,446.11	153,477.49	402,753.93	9,217.42	686,034.73	283,280.80
30-Jun-01	111,953.60	9,492.81	153,762.94	323,782.14	9,262.98	608,254.47	284,472.33
Petty Cash	0.00	0.00	0.00	10,000.00	0.00	10,000.00	0.00
General Reserves	0.00	0.00	0.00	0.00	0.00	0.00	0.00



PLACENTIA LIBRARY DISTRICT

Fiscal Year 2001 - 2002

General Fund Cash Flow



1. The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that proper record-keeping is essential for the integrity of the financial system and for the ability to detect and prevent fraud.

2. The second part of the document outlines the various methods used to collect and analyze data. It describes the use of statistical techniques to identify trends and anomalies in the data, and the importance of using reliable sources of information.

3. The third part of the document discusses the role of the auditor in the process. It describes the various types of audits that are conducted, and the importance of maintaining independence and objectivity throughout the process.

4. The fourth part of the document discusses the importance of communication in the audit process. It describes the various ways in which auditors communicate with their clients, and the importance of providing clear and concise reports.

5. The fifth part of the document discusses the importance of ethics in the audit process. It describes the various ethical issues that auditors may encounter, and the importance of maintaining high standards of ethical conduct.

PLACENTIA LIBRARY DISTRICT
REVENUE REPORT FOR FUND 707

(Prepared from the Orange County Auditor's Report)
January 16, 2002

OBJECT CODE	DESCRIPTION	FY2001-2002 BUDGETED	FY2001-2002 YTD	FY2000-2001 YTD	FY2001-2002 DEC 2001	FY2000-2001 DEC 2000	FY2001-2002 % EXP BUD
6210-00	Prop. Taxes - current secured	993,584	405,959.69	361,287.79	304,755.91	262,952.62	40.86%
6210-01	Public Utility	23,000	0.00	0.00	0.00	0.00	0.00%
6210-04	Teeter Plan - current delinquent	12,500	13,876.41	12,334.14	0.00	0.00	111.01%
	TOTAL PROP. TAXES - CURRENT SECURED	1,029,084	419,836.10	373,621.93	304,755.91	262,952.62	40.80%
6220	PROP. TAXES - CURRENT UNSECURED	55,000	51,992.00	48,209.51	0.00	0.00	94.53%
6230-00	Prop. Taxes - Prior Secured	12,000	12,031.41	12,028.08	0.00	0.00	
6230-01	Prior year's secured final apportionment	0	0.00	0.00	0.00	0.00	
6230-02	Secured prior years	0	0.00	0.00	0.00	0.00	
6230-03	Tax deed land sales	0	0.00	0.00	0.00	0.00	
6230-04	Teeter Plan buyout - FY1993-1994 only	0	0.00	0.00	0.00	0.00	
6230-10	Release of impounds	0	0.00	0.00	0.00	0.00	
6230-11	(1994 ERAF Refund)	0	0.00	0.00	0.00	0.00	
	TOTAL PROP. TAXES - PRIOR SECURED	12,000	12,031.41	12,028.08	0.00	0.00	100.26%
6240	TOTAL PROP. TAXES PRIOR UNSECURED	1,000	0.00	0.00	0.00	0.00	0.00%
6250	TAXES - SPECIAL DISTRICT AUGMENTATION	8,500	0.00	0.00	0.00	0.00	
6260	PENALTIES & COSTS ON DELINQUENT TAXES	0	0.00	0.00	0.00	0.00	
6280-00	Property taxes current supplemental	35,000	14,845.64	12,177.31	3,107.09	3,289.73	42.42%
6280-01	Final supplemental for prior years	0	1,746.82	1,592.26	0.00	0.00	
	TOTAL PROP. TAXES SUPPLEMENTAL - CURREN	35,000	16,592.46	13,769.57	3,107.09	3,289.73	47.41%
6300	PROP. TAXES SUPPLEMENTAL - PRIOR	800	1,302.90	820.72	0.00	0.00	162.86%
6540	PENALTIES & COSTS ON DELINQUENT TAXES	250	0.00	267.82	0.00	0.00	
	TOTAL TAXES	1,141,634	501,754.87	448,717.63	307,863.00	266,242.35	43.95%

REVENUE REPORT FOR FUND 707
(Prepared from the Orange County Auditor's Report)
January 16, 2002

OBJECT CODE	DESCRIPTION	FY2001-2002 BUDGETED	FY2001-2002 YTD	FY2000-2001 YTD	FY2001-2002 DEC 2001	FY2000-2001 DEC 2000	FY2001-2002 % EXP BUD
6610-00	Interest	22,000	3,538.97	4,362.22	216.76	482.29	16.09%
6610-01	Interest - old bond fund	0	0.00	0.00	0.00	0.00	
6610-23	Interest on impounded taxes released	0	0.00	0.00	0.00	0.00	
	TOTAL INTEREST	22,000	3,538.97	4,362.22	216.76	482.29	16.09%
6690	STATE - HOMEOWNER PROP TAX RELIEF	16,250	2,415.15	2,436.72	2,415.15	2,436.72	14.86%
6970-00	State - ILL & Direct Loan Reimbursement	11,000	1,139.23	4,009.38	0.00	0.00	10.36%
6970-01	State - CA Foundation Funds	88,826	0.00	0.00	0.00	0.00	0.00%
6970-02	State - CA Literacy Campaign	20,000	0.00	0.00	0.00	0.00	0.00%
6970-03	State - Family Literacy	30,000	5,000.00	0.00	0.00	0.00	
6970-04	State - Prop 10 Families for Literacy Grant	60,000	0.00	15,000.00	0.00	0.00	
6970-05	State - Project Grants	0	0.00	0.00	0.00	0.00	
6970-07 & 66	State - Timber Yield Apport & ERAF Bailout	0	0.00	0.00	0.00	0.00	
	TOTAL STATE - OTHER GOVERNMENTAL	209,826	6,139.23	19,009.38	0.00	0.00	2.93%
7130-00	BANKRUPTCY RECOVERY DISTRIBUTIONS	0	0.00	0.00	0.00	0.00	
7670-00	Local Revenue	28,500	15,462.46	12,784.06	1,785.04	2,719.84	54.25%
7670-01	Local Revenue -- Passport	85,000	26,711.40	21,341.05	4,021.45	3,540.35	31.43%
7670-02 & 56	Local Revenue -- Non-Gov't. Grants & Gifts	0	0.00	0.00	0.00	0.00	
	TOTAL LOCAL REVENUE	113,500	42,173.86	34,125.11	5,806.49	6,260.19	37.16%
7680	6-MONTH EXPIRED (OUTLAWED) CHECKS	0	0.00	0.00	0.00	0.00	
7810	TRANSFER FROM/TO OTHER LIBRARY FUNDS	0	0.00	0.00	0.00	0.00	
	FUND 707 TOTAL	1,503,210	556,022.08	508,651.06	316,301.40	275,421.55	36.99%

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
January 16, 2002

OBJECT CODE	DESCRIPTION	FY2001-2002 BUDGETED	FY2001-2002 YTD	FY2000-2001 YTD	FY2001-2002 DEC 2001	FY2000-2001 DEC 2000	FY2001-2002 % EXP BUD
0100	Salaries & Wages	651,612	324,806.00	305,056.00	50,124.00	45,540.00	49.85%
0200	Retirement (Social Security & Pension Contribution)	93,517	68,014.41	23,433.00	47,052.41	3,486.00	72.73%
	Health & Life Insurance/Blue Shield CA	39,442	16,175.89	19,859.05	(420.38)	2,801.74	41.01%
	Long Term Disability/CNA	3,584	1,369.79	1,226.45	0.00	208.54	38.22%
	Life Insurance/Fortis & Protective Life	2,600	317.60	1,896.80	0.00	1,473.30	12.22%
	Vision Service Plan/VSP	2,898	1,374.80	1,367.69	246.04	230.74	47.44%
	Dental/Ameritas	7,278	2,849.90	3,987.30	0.00	577.20	39.16%
0300	Total Employee Insurance	55,801	22,087.98	28,337.29	(174.34)	5,291.52	39.58%
0310	Unemployment Insurance	0	0.00	0.00	0.00	0.00	
0350	Workers Compensation - General	6,600	0.00	3,496.00	0.00	1,289.00	0.00%
	TOTAL SALARIES & EMPLOYEE BENEFITS	807,530	414,908.39	360,322.29	97,002.07	55,606.52	51.38%
0700-00	Communications - Telephone	2,250	1,776.93	959.85	1.23	181.42	78.97%
0700-01	Communications - Modem/Fax	5,500	2,404.29	2,965.27	0.00	360.01	43.71%
0700-02	Communications - Internet/Database	3,500	827.43	1,481.38	19.95	289.35	23.64%
0700-05	Communications - Cataloging & Acquisitions Vendor	2,700	684.81	1,293.00	0.00	215.50	25.36%
0700-07	Communications - ELLI Grant	0	0.00	0.00	0.00	0.00	
0700-08	Communications - Adult Literacy	800	154.25	166.11	0.00	24.45	19.28%
	Total Communications	14,750	5,847.71	6,865.61	21.18	1,070.73	39.65%
0900-00	Food - General Fund	150	0.00	54.55	0.00	0.00	
0900-07	Food - ELLI Grant	250	0.00	0.00	0.00	0.00	
0900-08	Food - Adult Literacy	0	0.00	66.10	0.00	0.00	
0090-09	Food - Families for Literacy	0	0.00	0.00	0.00	0.00	
	Total Food	400	0.00	120.65	0.00	0.00	0.00%
1000-00	Household Expense	4,500	1,217.83	951.32	0.00	0.00	27.06%
1100-00	Insurance - Liability	5,280	5,279.54	5,068.57	0.00	0.00	99.99%

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
January 16, 2002

OBJECT CODE	DESCRIPTION	FY2001-2002 BUDGETED	FY2001-2002 YTD	FY2000-2001 YTD	FY2001-2002 DEC 2001	FY2000-2001 DEC 2000	FY2001-2002 % EXP BUD
1300-00	Maintenance of Equipment - General Fund (Other than Computer)	5,000	1,991.00	4,057.02	0.00	0.00	39.82%
1300-01	Maintenance of Equipment - General Fund (Computer)	12,500	4,860.00	6,263.16	0.00	0.00	38.88%
1300-07	Maintenance of Equipment - ELLI Grant	0	0.00	0.00	0.00	0.00	
1300-08	Maintenance of Equipment - Adult Literacy	0	0.00	0.00	0.00	0.00	
1300-09	Maintenance of Equipment - Families for Literacy	0	0.00	0.00	0.00	0.00	
	Total Maintenance of Equipment	17,500	6,851.00	10,320.18	0.00	0.00	39.15%
	HVAC	2,500	769.88	501.26	295.73	273.26	30.80%
	Carpet Cleaning	3,500	0.00	0.00	0.00	0.00	0.00%
	Groundskeeping, City of Placentia	30,000	8,364.08	10,266.30	1,150.57	2,791.00	27.88%
	Plumbing	1,800	167.61	429.27	0.00	191.34	9.31%
	Electrical	1,500	313.19	0.00	0.00	0.00	20.88%
	Cleaning Service	13,700	6,450.00	5,850.00	1,100.00	950.00	47.08%
	Locksmith	200	131.41	160.29	0.00	13.47	65.71%
	Other (Includes Fire Alarm & Seismic Retrofit Project)	5,000	234.96	3,554.21	0.00	0.00	4.70%
	Total Maintenance of Building & Grounds	58,200	16,431.13	20,761.33	2,546.30	4,219.07	28.23%
1600-00	Memberships - General Fund	3,750	922.50	2,268.00	285.00	1,675.00	24.60%
1600-07	Memberships - ELLI Grant	0	0.00	0.00	0.00	0.00	
1600-08	Memberships - Adult Literacy	400	275.50	75.00	0.00	75.00	
1600-09	Memberships - Families for Literacy	0	0.00	0.00	0.00	0.00	
	Total Memberships	4,150	1,198.00	2,343.00	285.00	1,750.00	28.87%
1700-00	Miscellaneous Expense - General Fund	0	0.00	0.00	0.00	0.00	
1700-07	Miscellaneous Expense - ELLI Grant	0	0.00	0.00	0.00	0.00	
1700-08	Miscellaneous Expense - Adult Literacy	0	0.00	0.00	0.00	0.00	
1700-09	Miscellaneous Expense - Families for Literacy	0	0.00	0.00	0.00	0.00	
	Total Miscellaneous Expense	0	0.00	0.00	0.00	0.00	

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
January 16, 2002

OBJECT CODE	DESCRIPTION	FY2001-2002 BUDGETED	FY2001-2002 YTD	FY2000-2001 YTD	FY2001-2002 DEC 2001	FY2000-2001 DEC 2000	FY2001-2002 % EXP BUD
	Library Supplies	10,000	7,874.22	3,652.89	1,892.16	496.86	78.74%
	Printing	9,500	3,345.81	5,284.44	207.62	2,283.00	35.22%
	EZ Copy - copy cards for sale to patrons	0	0.00	0.00	0.00	0.00	
	Publications	900	1,210.09	623.95	0.00	200.96	134.45%
	Paper	1,700	911.77	671.35	0.00	31.36	53.63%
	Drinking Water Service	325	130.00	155.00	0.00	26.00	40.00%
	Other Office Supplies	8,500	6,953.72	5,143.43	1,119.51	808.61	81.81%
1800-00	Total Office Supply Expense - General Fund	30,925	20,425.61	15,531.06	3,219.29	3,846.79	66.05%
1800-07	ELLI Grant Supply Expense	1,000	513.56	0.00	0.00	0.00	
	Printing	3,418	2,324.77	0.00	0.00	0.00	
	Publications	0	1,649.71	0.00	0.00	0.00	
	Paper	0	0.00	0.00	0.00	0.00	
	Other Office Supplies	4,200	4,078.40	1,703.49	429.92	18.00	105.71%
1800-08	Total Adult Literacy Office Supply Expense	7,618	8,052.88	1,703.49	429.92	18.00	
1800-09	Supply Expense Families for Literacy	3,000	518.94	0.00	99.71	0.00	
	Total Office Expense	42,543	29,510.99	17,234.55	3,748.92	3,864.79	69.37%
1803-00	Postage Expense - General Fund	4,800	2,624.67	1,137.72	179.53	250.00	54.68%
1803-01	Postage Expense - LSCA II Grant	0	535.85	250.00	535.85	0.00	
1803-08	Postage Expense - Adult Literacy	100	6.62	0.00	0.00	0.00	6.62%
1803-09	Postage Expense - Families for Literacy	0	0.00	0.00	0.00	0.00	
	Total Postage Expense	4,900	3,167.14	1,387.72	715.38	250.00	64.64%

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
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OBJECT CODE	DESCRIPTION	FY2001-2002 BUDGETED	FY2001-2002 YTD	FY2000-2001 YTD	FY2001-2002 DEC 2001	FY2000-2001 DEC 2000	FY2001-2002 % EXP BUD
	Care Resources (Employee Assistance)	420	175.00	210.00	0.00	35.00	41.67%
	Pension Contribution & Operating Expenses	7,500	2,271.42	4,127.32	0.00	0.00	30.29%
	Anaheim Consortium Automated Library System	30,000	0.00	0.00	0.00	0.00	0.00%
	Anaheim Consortium Computer Technical & Consulting Services	0	0.00	0.00	0.00	0.00	
	Clipping Service	475	188.55	226.26	0.00	37.71	39.69%
	Interest Allocation & Tax Collection Charges by Orange County	9,100	135.40	112.46	8.97	9.01	1.49%
	Advertising (Including WEB Site)	2,000	0.00	345.80	0.00	0.00	0.00%
	Medical Exams	500	920.00	210.00	52.50	0.00	184.00%
	Collection Services - Accounts Receivable	2,500	1,449.58	1,206.72	221.52	90.26	57.98%
	Audit & Accounting Services	5,250	4,650.00	4,425.00	0.00	0.00	88.57%
	Payroll Preparation	3,000	1,401.65	1,434.70	123.85	291.45	46.72%
	Election Expenses	0	0.00	0.00	0.00	0.00	
	Staff Training in Library	0	0.00	0.00	0.00	0.00	
	Other (Includes Contract Storyteller)	9,500	14,609.33	42,322.78	12,105.07	37,124.18	153.78%
1900-00	Total Specialized Services - General Fund	70,245	25,800.93	54,621.04	12,511.91	37,587.61	36.73%
1900-01	Specialized Services - Partnerships for Change Grant	0	12,292.81	0.00	591.63	0.00	
1900-07	Specialized Services - ELLI Grant	13,600	0.00	0.00	0.00	0.00	
1900-08	Specialized Services - Adult Literacy	0	1,125.00	1,510.00	700.00	500.00	#DIV/0!
1900-09	Specialized Services - Families for Literacy	2,000	148.69	0.00	148.69	0.00	
1900-18	Tax Collection Services & Fees by Orange County	12,000	1,144.88	3,015.04	761.89	657.38	9.54%
	Total Specialized Services	97,845	40,512.31	59,146.08	14,714.12	38,744.99	41.40%
2000-00	Legal Notices - General Fund	550	0.00	457.92	0.00	0.00	0.00%
2000-01	Legal Notices - LSCA II Grant	0	0.00	0.00	0.00	0.00	
	Total Legal Notices	550	0.00	457.92	0.00	0.00	0.00%
2100-00	Rents/Leases-Equipment	0	0.00	0.00	0.00	0.00	

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
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January 16, 2002

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2200-00	Semi-Annual Bond Payment & Quarterly Energy Loan Payment	120,800	50,633.58	52,875.50	0.00	0.00	41.92%
2300-00	Small Tools/Instruments	0	0.00	0.00	0.00	0.00	
2400-00	Special Department Expense - Miscellaneous	0	48.00	0.00	0.00	0.00	
2400-01	Special Department Expense- Books	150,000	28,743.72	18,005.00	12,050.12	5,118.93	19.16%
2400-02	Special Department Expense - Video	0	242.12	1,193.41	0.00	63.96	
2400-03	Special Department Expense - Electronic	0	19,202.97	23,500.88	0.00	0.00	
2400-04	Special Department Expense - Periodicals	0	588.96	6,270.79	0.00	6,202.75	
2400-05	Special Department Expense - Audio	0	4,480.74	1,792.01	212.70	1,228.58	
2400-07	Special Department Expense - ELLI Grant	0	0.00	0.00	0.00	0.00	
2400-08	Special Department Expense - Adult Literacy	6,182	2,282.24	3,779.96	0.00	0.00	36.92%
2400-09	Special Department Expense - Families for Literacy	0	0.00	0.00	0.00	0.00	
	Total Special Department Expense	156,182	55,588.75	54,542.05	12,262.82	12,614.22	35.59%
2600-00	Transportation/Travel - General	0	0.00	0.00	0.00	0.00	
2700-00	Transportation/Travel - Meetings, Staff Out of Town	2,500	1,673.23	164.00	0.00	0.00	66.93%
2700-01	Transportation/Travel - Meetings, Staff Local	4,000	2,746.70	1,883.93	189.21	87.43	68.67%
2700-02	Transportation/Travel - Meetings, Board Out of Town	600	896.62	0.00	0.00	0.00	149.44%
2700-03	Transportation/Travel - Meetings, Board Local	500	287.52	58.25	0.00	16.25	57.50%
2700-04	Transportation/Travel - Meetings, LSCA II Grant	0	197.97	0.00	0.00	0.00	
2700-07	Transportation/Travel - Meetings, Prop 10 Families for Literacy Grant	250	391.44	0.00	17.94	0.00	34.35%
2700-08	Transportation/Travel - Meetings - Adult Literacy	1,000	343.49	375.93	24.15	0.00	
2700-09	Transportation/Travel - Meetings - Families for Literacy	2,000	0.00	0.00	0.00	0.00	
	Total Transportation/Travel - Meetings	10,850	6,536.97	2,482.11	231.30	103.68	60.25%

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
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January 16, 2002

OBJECT CODE	DESCRIPTION	FY2001-2002 BUDGETED	FY2001-2002 YTD	FY2000-2001 YTD	FY2001-2002 DEC 2001	FY2000-2001 DEC 2000	FY2001-2002 % EXP BUD
2800-00	Electricity	50,000	33,437.69	22,178.98	5,550.58	2,608.81	66.88%
	Gas	7,000	370.62	1,824.82	0.00	800.48	5.29%
	Water	3,750	2,226.31	1,800.96	251.92	220.86	59.37%
	Total Utilities	60,750	36,034.62	25,804.76	5,802.50	3,630.15	59.32%
	TOTAL SUPPLIES & SERVICES	599,200	258,809.57	260,361.35	40,327.52	66,247.63	43.19%
3700-00	Taxes, Assessments (Sales Tax)	3,750	2,028.68	0.00	0.00	0.00	54.10%
4000-00	Equipment - General Fund	30,000	3,381.47	10,774.97	0.00	5,242.04	11.27%
4000-07	Equipment - ELLI Grant	5,142	0.00	0.00	0.00	0.00	0.00%
4000-08	Equipment - Adult Literacy	1,000	0.00	557.59	0.00	0.00	0.00%
4000-09	Equipment - Families for Literacy	1,000	0.00	0.00	0.00	0.00	0.00%
4000-11	Equipment - County Assigned Fund	0	0.00	0.00	0.00	0.00	0.00%
	Total Equipment	37,142	3,381.47	11,332.56	0.00	5,242.04	9.10%
4200-00	Structures/Improvements	0	0.00	0.00	0.00	0.00	
	TOTAL EQUIPMENT EXPENSE	37,142	3,381.47	11,332.56	0.00	5,242.04	9.10%
5200	PROVISION FOR CONTINGENCIES	55,588	0.00	0.00	0.00	0.00	
5600	INVESTMENT POOL LOSS	0	0.00	0.00	0.00	0.00	
	TOTAL EXPENSES	1,503,210	679,128.11	632,016.20	137,329.59	127,096.19	45.18%

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *EDM*
SUBJECT: Office General Ledger & Check Registers for December 2001
DATE: January 16, 2002

Several of the account statements from United California Bank were not received in time to complete the Office General Ledger & Check Registers for December 2001 for inclusion in the Agenda notebooks. The report will be distributed at the Library Board Meeting.

01/10/02

Placentia Library District
Balance Sheet
As of December 31, 2001

	<u>Dec 31, '01</u>
ASSETS	
Current Assets	
Checking/Savings	
County Exempt - Checking	5,606.08
County Exempt - Savings	794.07
General Fund - Checking	2,779.16
General Fund - Savings	8,672.91
Literacy Fund - Savings	6,462.24
Payroll Checking	20,440.91
Payroll Checking (CDs)	
174445017	5,000.00
174445018	5,000.00
174445019	5,000.00
174445020	5,000.00
174445021	2,500.00
174445022	2,500.00
174445055	2,500.00
174448482	2,500.00
174448483	2,500.00
Total Payroll Checking (CDs)	<u>32,500.00</u>
Payroll Savings (Fees)	2,386.71
Payroll Savings (Int CDs)	4,029.16
Total Checking/Savings	<u>83,671.24</u>
Total Current Assets	<u>83,671.24</u>
TOTAL ASSETS	<u><u>83,671.24</u></u>
LIABILITIES & EQUITY	
Equity	
Retained Earnings	25,103.67
Total Capital	67,130.30
Net Income	-8,562.73
Total Equity	<u>83,671.24</u>
TOTAL LIABILITIES & EQUITY	<u><u>83,671.24</u></u>

**Placentia Library District
Profit & Loss by Class**

December 2001

01/10/02

	County Exempt Fund	General Fund	Unclassified	TOTAL
Income				
COE Cash Register - Copy Cards	163.55	0.00	0.00	163.55
COE Directors Fund (Friends)	0.00	0.00	0.00	0.00
COE Life Insur Suplmt(EDM)	19.94	0.00	-19.94	0.00
COE Meeting Room Income	40.00	0.00	0.00	40.00
COE Miscellaneous Income	3,532.75	0.00	0.00	3,532.75
COE Passport Chck Reimbursement	3,727.95	0.00	-642.05	3,085.90
GF Bankcard Deposit	0.00	958.17	310.05	1,268.22
GF Cash Register - Audio Visual	0.00	8.80	0.00	8.80
GF Cash Register - Fines	0.00	449.41	0.00	449.41
GF Cash Register - Lost Items	0.00	92.01	0.00	92.01
GF Cash Register - Misc.	0.00	1.90	0.00	1.90
GF Cash Register - Reserves	0.00	40.00	0.00	40.00
GF Passport Revenue	0.00	2,795.70	0.00	2,795.70
GF Transfers from County	0.00	2,518.07	50,392.71	52,910.78
PA Interest Inc - Savings	0.00	0.00	12.39	12.39
Total Income	7,484.19	6,864.06	50,053.16	64,401.41
Expense				
COE Childn's Strytime (Friends)	1,927.50	0.00	0.00	1,927.50
COE Copier Lease Payments	0.00	0.00	253.07	253.07
COE Friend's Director's Fund	0.00	0.00	0.00	0.00
COE Household Expense	64.50	0.00	0.00	64.50
COE Literacy	180.00	0.00	0.00	180.00
COE Passport Expenses	745.00	0.00	0.00	745.00
GF Bank Fees	0.00	0.00	104.76	104.76
GF Board Travel	0.00	51.00	0.00	51.00
GF Debit Card Transfers Passpo	0.00	1,212.45	0.00	1,212.45
GF Literacy	0.00	100.86	0.00	100.86
GF Miscellaneous	0.00	0.00	3,532.75	3,532.75
GF Office Expense	0.00	10.70	0.00	10.70
GF Prof & Spec Services	0.00	375.00	0.00	375.00
GF Registration/trans/travel	0.00	12.00	0.00	12.00
GF Return Check Item & Fees	0.00	0.00	10.00	10.00
PA Employee Benefits	0.00	0.00	2,659.90	2,659.90
PA Employer Payroll Taxes	0.00	0.00	15,285.99	15,285.99
PA Payroll Processing Fees	0.00	0.00	43,214.91	43,214.91
PA Salaries	0.00	0.00	7,839.94	7,839.94
Total Expense	2,917.00	1,762.01	72,901.32	77,580.33
Net Income	4,567.19	5,102.05	-22,848.16	-13,178.92

**Placentia Library District
Profit & Loss by Class
July through December 2001**

01/10/02

	County Exempt Fund	General Fund	Literacy Fund	Unclassified	TOTAL
Income					
COE Camp Library (Friends)	-204.55	0.00	0.00	0.00	-204.55
COE Cash Register - Copy Cards	1,197.85	0.00	0.00	0.00	1,197.85
COE Copy Machine Income	44.60	0.00	0.00	0.00	44.60
COE Directors Fund (Friends)	276.81	0.00	0.00	-17.67	259.14
COE Friends - Summer Reading	7.00	0.00	0.00	0.00	7.00
COE Life Insur Suplmt(EDM)	139.58	0.00	0.00	-179.46	-39.88
COE Meeting Room Income	569.90	0.00	0.00	0.00	569.90
COE Miscellaneous Income	3,549.95	0.00	0.00	0.00	3,549.95
COE Passport Chck Reimbursement	14,741.50	0.00	0.00	-642.05	14,099.45
COE Staff Appreciation Reimb	396.00	0.00	0.00	0.00	396.00
GF Account Interest (IEC)	0.00	0.00	0.00	0.00	0.00
GF Bankcard Deposit	0.00	958.17	0.00	2,398.08	3,356.25
GF Cash Register - Audio Visual	0.00	8.80	0.00	0.00	8.80
GF Cash Register - Childrens	0.00	167.50	0.00	0.00	167.50
GF Cash Register - Fines	0.00	8,795.84	0.00	0.00	8,795.84
GF Cash Register - Lost Items	0.00	1,865.49	0.00	0.00	1,865.49
GF Cash Register - Misc.	0.00	293.15	0.00	0.00	293.15
GF Cash Register - Reserves	0.00	541.72	0.00	0.00	541.72
GF County Reimbursements	0.00	6,549.93	0.00	0.00	6,549.93
GF Debit Card Income	12.05	0.00	0.00	0.00	12.05
GF Gifts Income	0.00	1,000.00	0.00	0.00	1,000.00
GF Miscellaneous Income	0.00	135.00	0.00	15.00	150.00
GF Passport Revenue	0.00	25,261.29	0.00	0.00	25,261.29
GF Registration fees refund	0.00	21.88	0.00	0.00	21.88
GF Rotary	0.00	10.50	0.00	0.00	10.50
GF State Library Grants	0.00	5,000.00	0.00	0.00	5,000.00
GF State Library Reimbursements	0.00	4,002.23	0.00	0.00	4,002.23
GF Transfers from County	0.00	2,518.07	0.00	314,382.23	316,900.30
GF Typewriter Income	0.00	9.35	0.00	0.00	9.35
LIT Donations to itercacy	0.00	0.00	1,000.00	0.00	1,000.00
PA Interest Inc - CD's	0.00	0.00	0.00	755.33	755.33
PA Interest Inc - Savings	0.00	0.00	0.00	125.22	125.22
Total Income	20,730.69	57,138.92	1,000.00	316,836.68	395,706.29
Expense					
COE Bank fees	0.00	0.00	0.00	3,532.75	3,532.75
COE Childn's Strytime (Friends)	2,827.50	0.00	0.00	0.00	2,827.50
COE Childn's Summer Rding Prgrm	1,931.00	0.00	0.00	0.00	1,931.00
COE Copier Lease Payments	0.00	0.00	0.00	1,012.28	1,012.28
COE Copier Maintenance Contract	482.57	0.00	0.00	0.00	482.57
COE Credit Card Transactions	0.00	1,622.25	0.00	0.00	1,622.25
COE Friend's Director's Fund	149.34	0.00	0.00	0.00	149.34
COE Household Expense	64.50	0.00	0.00	0.00	64.50
COE Library Board Expenses	403.33	0.00	0.00	0.00	403.33
COE Life Insurance payment	-39.88	0.00	0.00	0.00	-39.88
COE Literacy	180.00	0.00	0.00	0.00	180.00
COE Meeting Room Upkeep Expense	40.00	0.00	0.00	0.00	40.00
COE Passport Expenses	13,122.85	0.00	0.00	367.45	13,490.30
COE Petty Cash Exp to be reimbu	-3,096.75	0.00	0.00	0.00	-3,096.75
COE Staff Appreciation	704.00	0.00	0.00	0.00	704.00
GF Bank Fees	0.00	0.00	0.00	372.16	372.16
GF Board Travel	5.00	51.00	0.00	0.00	56.00
GF credit card transactions	0.00	-1,153.87	0.00	0.00	-1,153.87
GF Debit Card Transfers Passpo	0.00	1,212.45	0.00	0.00	1,212.45
GF Equipment (400)	0.00	752.38	0.00	0.00	752.38
GF Food	0.00	28.69	0.00	0.00	28.69
GF Household Expenses	0.00	149.78	0.00	0.00	149.78
GF Insurance	0.00	911.09	0.00	0.00	911.09
GF Literacy	0.00	524.36	0.00	0.00	524.36
GF Literacy Travel	0.00	201.50	0.00	21.88	223.38
GF Memberships	0.00	115.00	0.00	0.00	115.00
GF Miscellaneous	0.00	0.00	0.00	3,588.74	3,588.74
GF Office Expense	0.00	448.95	0.00	0.00	448.95
GF Postage	101.75	162.70	0.00	3.61	268.06
GF Printing	0.00	28.00	78.00	0.00	106.00
GF Prof & Spec Services	0.00	480.00	0.00	0.00	480.00
GF Publishing	0.00	9.95	0.00	0.00	9.95
GF Refreshments	0.00	78.81	0.00	0.00	78.81
GF Registration/trans/travel	0.00	2,688.00	0.00	0.00	2,688.00
GF Return Check Item & Fees	0.00	0.00	0.00	42.45	42.45
GF Special Dept Expense	0.00	86.40	0.00	0.00	86.40
GF Staff Travel	5.00	57.00	0.00	65.60	127.60
GF Transfers to County	0.00	0.00	0.00	6,061.40	6,061.40
GF Trustee Travel	0.00	403.00	0.00	87.52	490.52
PA Employee Benefits	0.00	0.00	0.00	16,978.05	16,978.05
PA Employer Payroll Taxes	0.00	0.00	0.00	102,241.66	102,241.66
PA Payroll Processing Fees	0.00	0.00	0.00	153,197.73	153,197.73
PA Salaries	0.00	0.00	0.00	90,880.09	90,880.09
Total Expense	16,880.21	8,857.44	78.00	378,453.37	404,269.02
Net Income	3,850.48	48,281.48	922.00	-61,616.69	-8,562.73

Reconciliation Report

General Fund - Checking account reconciled for the period ending 01/10/2002

Cleared Transactions

Previous Balance		3,174.31
Cleared Checks and Payments	14 Items	-3,514.65
Cleared Deposits and Other Credits	8 Items	2,828.12
Cleared Balance		2,487.78

Uncleared Transactions

Uncleared Checks and Payments	12 Items	-1,778.38
Uncleared Deposits and Other Credits	6 Items	520.90

New Transactions

Account Balance as of 01/10/2002 (statement closing date)		1,230.30
New Checks and Payments	0 Items	0.00
New Deposits and Other Credits	0 Items	0.00
Ending Account Balance		1,230.30

Placentia Library District

Register: General Fund - Checking
 From 12/01/2001 through 12/31/2001
 Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
12/03/2001			GF Bankcard Deposit			X	25.40	2,495.19
12/03/2001			GF Bank Fees	credit card tran...	15.00	X		2,480.19
12/03/2001	4396	Foto Hall	GF Office Expense	Disposable ca...	10.70	X		2,469.49
12/04/2001			GF Bankcard Deposit			X	30.00	2,499.49
12/04/2001			GF Bank Fees	credit card tran...	7.50	X		2,491.99
12/04/2001			GF Bank Fees	credit card tran...	41.97	X		2,450.02
12/05/2001	4397	Association of Fundr...	GF Board Travel	Registration: G...	27.00	X		2,423.02
12/06/2001	4398	Placentia Chamber of...	-split-	Chamber Break...	48.00	X		2,375.02
12/06/2001	4399	Jim's Enterprise	GF Prof & Spec Services	Moving company	375.00	X		2,000.02
12/11/2001			GF Bankcard Deposit			X	66.25	2,066.27
12/12/2001			GF Bankcard Deposit			X	61.00	2,127.27
12/16/2001			-split-	Deposit			265.90	2,393.17
12/17/2001			GF Bankcard Deposit			X	91.00	2,484.17
12/17/2001	4403	Placentia Library Ge...	-split-	Credit card rei...	958.17	X		1,526.00
12/19/2001			GF Bankcard Deposit			X	15.00	1,541.00
12/19/2001	4402	PLAcentia Library D...	GF Debit Card Transfe...	Credit Card rei...	1,212.45	X		328.55
12/20/2001			GF Transfers from Cou...	Deposit		X	2,518.07	2,846.62
12/20/2001	4404	Frank Frizell	GF Literacy	Reimbursement...	88.86	X		2,757.76
12/24/2001			GF Bankcard Deposit			X	21.40	2,779.16

Reconciliation Report

General Fund - Savings account reconciled for the period ending 01/10/2002

Cleared Transactions

Previous Balance		13,377.36
Cleared Checks and Payments	5 Items	-9,991.29
Cleared Deposits and Other Credits	22 Items	5,286.84
Cleared Balance		8,672.91

Uncleared Transactions

Uncleared Checks and Payments	0 Items	0.00
Uncleared Deposits and Other Credits	15 Items	2,547.05

New Transactions

Account Balance as of 01/10/2002 (statement closing date)		11,219.96
New Checks and Payments	0 Items	0.00
New Deposits and Other Credits	0 Items	0.00
Ending Account Balance		11,219.96

Reconciliation Report

County Exempt - Checking account reconciled for the period ending 01/12/2002

Cleared Transactions

Previous Balance		2,029.76
Cleared Checks and Payments	25 Items	-3,434.95
Cleared Deposits and Other Credits	10 Items	6,068.19
Cleared Balance		4,663.00

Uncleared Transactions

Uncleared Checks and Payments	23 Items	-1,422.45
Uncleared Deposits and Other Credits	12 Items	1,887.58

New Transactions

Account Balance as of 01/12/2002 (statement closing date)		5,128.13
New Checks and Payments	0 Items	0.00
New Deposits and Other Credits	0 Items	0.00
Ending Account Balance		5,128.13



Placentia Library District

Register: County Exempt - Checking
 From 12/01/2001 through 12/31/2001
 Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
12/01/2001	3055	Kendall Flowers	COE Friend's Director'	Director's Fund...				1,242.44
12/01/2001	3056	Passport Services	COE Passport Expenses	Arredondo, Ste...	80.00			1,162.44
12/01/2001	3057	Passport Services	COE Passport Expenses	Flores, Francis...	45.00			1,117.44
12/03/2001	3058	Passport Services	COE Passport Expenses	Eugene Choi 5-...	25.00			1,092.44
12/03/2001	3059	Passport Services	COE Passport Expenses	Phillip John Co...	80.00			1,012.44
12/04/2001	3060	Passport Services	COE Passport Expenses	Irma Herrera 2-...	80.00			932.44
12/05/2001			COE Passport Chck Re...	Deposit			61.00	993.44
12/05/2001			COE Passport Chck Re...	Deposit			100.00	1,093.44
12/05/2001			COE Passport Chck Re...	Deposit			160.00	1,253.44
12/10/2001	3061	Passport Services	COE Passport Expenses	Hipolito Mosq...	45.00			1,208.44
12/12/2001	3062	Passport Services	COE Passport Expenses	Steve Sung So...	45.00			1,163.44
12/13/2001			COE Passport Chck Re...	Deposit			45.00	1,208.44
12/13/2001	3063	Passport Services	COE Passport Expenses	Joanne Isabella...	60.00			1,148.44
12/13/2001	3064	Passport Services	COE Passport Expenses	Sergio Enrique ...	45.00			1,103.44
12/15/2001	3065	Passport Services	COE Passport Expenses	Yunus Memon ...	70.00			1,033.44
12/16/2001			COE Passport Chck Re...	Deposit			70.00	1,103.44
12/16/2001			COE Passport Chck Re...	Deposit			60.00	1,163.44
12/17/2001			COE Passport Chck Re...	Deposit			1,212.45	2,375.89
12/17/2001	3082	Kendall Flowers	COE Directors Fund (F...	VOID: Inv#28...		X		2,375.89
12/18/2001	3083	Passport Services	COE Passport Expenses	Mounira Naei...	45.00			2,330.89
12/18/2001	3084	Passport Services	COE Passport Expenses	Ann Mary Bui, ...	80.00			2,250.89
12/19/2001			COE Passport Chck Re...	Deposit			45.00	2,295.89
12/19/2001	3079	Donna Bass	COE Childn's Strytime ...	Invoice- Oct-N...	915.00			1,380.89
12/19/2001	3080	Lin Baesler	COE Childn's Strytime ...	Invoice-Oct & ...	1,012.50			368.39
12/19/2001	3081	Nancy Mory	COE Literacy	Invoice-Storyte...	180.00			188.39
12/19/2001	3085	Elizabeth D Minter	COE Household Expense	Reimbursement...	64.50			123.89
12/20/2001			COE Passport Chck Re...	Deposit			120.00	243.89
12/20/2001			COE Life Insur Suplmt...	Deposit			19.94	263.83
12/20/2001			-split-	Deposit			5,387.25	5,651.08
12/20/2001	3066	Passport Services	COE Passport Expenses	Herminio Luna...	45.00			5,606.08

Reconciliation Report

County Exempt - Savings account reconciled for the period ending 01/10/2002

Cleared Transactions

Previous Balance		834.09
Cleared Checks and Payments	2 Items	-258.07
Cleared Deposits and Other Credits	16 Items	203.75
Cleared Balance		779.77

Uncleared Transactions

Uncleared Checks and Payments	0 Items	0.00
Uncleared Deposits and Other Credits	9 Items	175.20

New Transactions

Account Balance as of 01/10/2002 (statement closing date)		954.97
New Checks and Payments	0 Items	0.00
New Deposits and Other Credits	0 Items	0.00
Ending Account Balance		954.97

Reconciliation Report

Literacy Fund - Savings account reconciled for the period ending 01/10/2002

Cleared Transactions

Previous Balance		6,458.13
Cleared Checks and Payments	0 Items	0.00
Cleared Deposits and Other Credits	1 Items	4.11
Cleared Balance		6,462.24

Uncleared Transactions

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

New Transactions

Account Balance as of 01/10/2002 (statement closing date)		6,462.24
New Checks and Payments	0 Items	0.00
New Deposits and Other Credits	0 Items	0.00
Ending Account Balance		6,462.24

Reconciliation Report

Payroll Checking account reconciled for the period ending 01/10/2002

Cleared Transactions

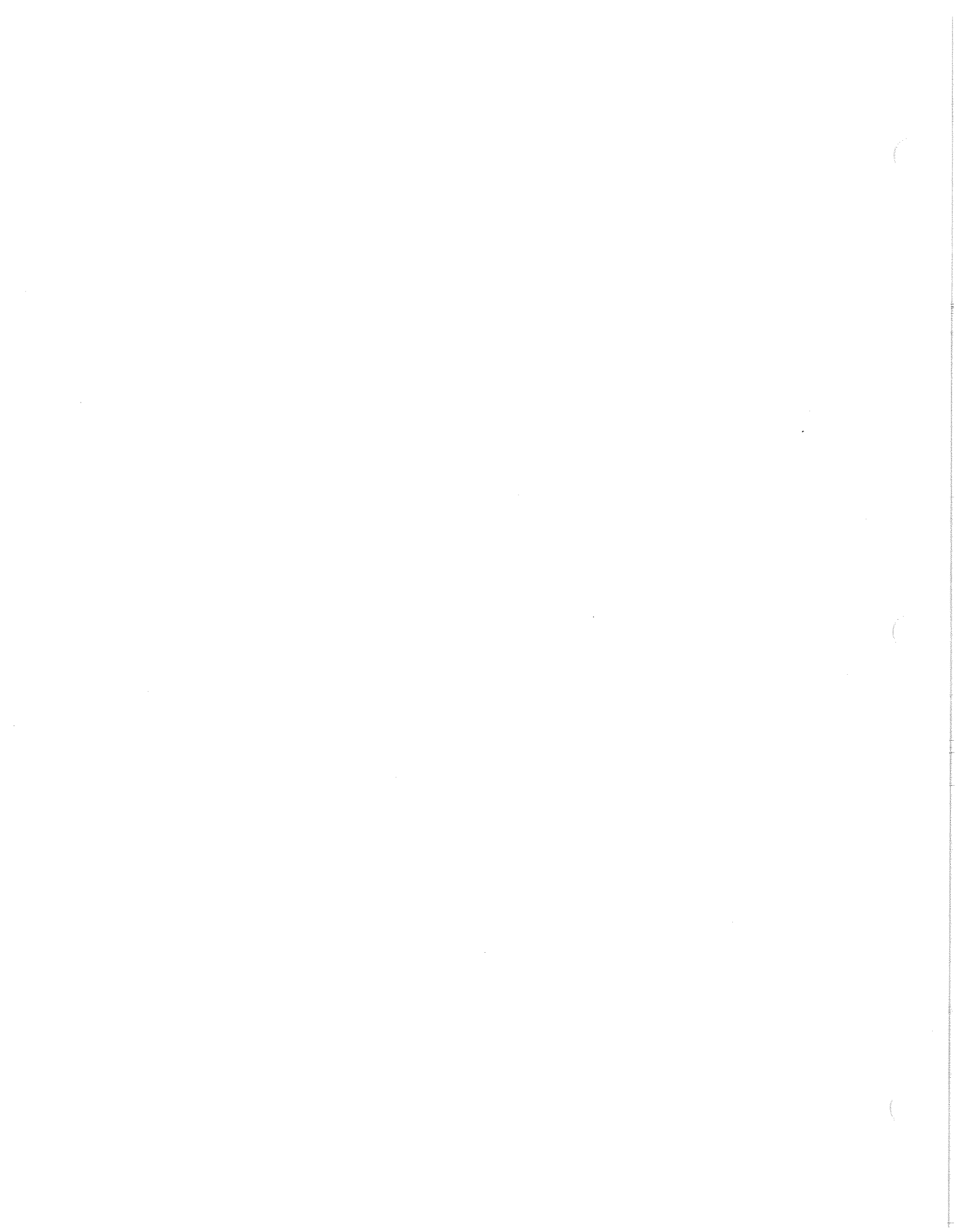
Previous Balance		36,503.44
Cleared Checks and Payments	37 Items	-69,586.41
Cleared Deposits and Other Credits	2 Items	53,922.00
Cleared Balance		20,839.03

Uncleared Transactions

Uncleared Checks and Payments	2 Items	-398.12
Uncleared Deposits and Other Credits	0 Items	0.00

New Transactions

Account Balance as of 01/10/2002 (statement closing date)		20,440.91
New Checks and Payments	0 Items	0.00
New Deposits and Other Credits	0 Items	0.00
Ending Account Balance		20,440.91



ACQUISITIONS REPORT FOR FISCAL YEAR 2001-2002 THROUGH THE MONTH OF DEC. 2001
Prepared by Julie Shook, Technical Services Manager

	GENERAL FUND			ADOPT-A-BOOK			TOTAL PURCHASED			DONATED			TOTAL ITEMS		
	Amount	Volumes	Titles	Amount	Volumes	Titles	Amount	Volumes	Titles	Value	Volumes	Titles	Amount	Volumes	Titles
Adult Fiction	4,508.29	278	258	959.62	46	46	5,467.91	324	304	572.50	28	28	6,040.41	352	332
Adult Circulating Non-Fiction	10,794.36	762	704	8,193.16	302	299	18,987.52	1,064	1,003	1,520.70	134	134	20,508.22	1,198	1,137
Adult Reference	3,824.27	43	37	835.32	13	13	4,659.59	56	50	691.94	26	24	5,351.53	82	74
Adult Print Continuations	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Adult Electronic Continuations	18,987.97	7	7	0.00	0	0	18,987.97	7	7	0.00	0	0	18,987.97	7	7
Total Adult Non-Fiction	35,606.60	812	748	9,028.48	315	312	42,635.08	1,127	1,060	2,212.64	160	158	44,847.72	1,287	1,218
TOTAL ADULT PRINT MATERIALS	38,114.89	1090	1090	9,988.10	361	358	48,102.99	1,451	1,364	2,785.14	188	186	50,888.13	1,639	1,550
Adult Audio/Music	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Adult Audio Books	2,691.48	43	43	0.00	0	0	2,691.48	43	43	0.00	0	0	2,691.48	43	43
Total Adult Audio	2,691.48	43	43	0.00	0	0	2,691.48	43	43	0.00	0	0	2,691.48	43	43
Adult Video Educational	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Adult Video Entertainment	0.00	0	0	0.00	0	0	0.00	0	0	89.95	4	4	89.95	4	4
Total Adult Video	0.00	0	0	0.00	0	0	0.00	0	0	89.95	4	4	89.95	4	4
Adult Computer Software	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
TOTAL ADULT NON-PRINT MATERIALS	2,691.48	43	43	0.00	0	0	2,691.48	43	43	89.95	4	4	2,781.43	47	47
TOTAL ADULT MATERIALS	40,806.37	1,133	1,133	9,988.10	361	358	50,794.47	1,494	1,407	2,875.09	192	190	53,669.56	1,686	1,597
Juvenile Fiction	2,253.37	318	197	1,201.94	74	71	3,455.31	392	268	635.60	50	50	4,090.91	442	318
Juvenile Circulating Non-Fiction	3,444.15	195	168	4,096.62	212	206	7,540.77	407	374	841.90	65	60	8,382.67	472	434
Juvenile Reference	1,959.81	37	15	36.05	2	2	1,995.86	39	17	100.00	4	1	2,095.86	43	18
Juvenile Print Continuations	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Juvenile Electronic Continuations	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Total Juvenile Non-Fiction	5,403.96	232	183	4,132.67	214	208	9,536.63	446	391	941.90	69	61	10,478.53	515	452
TOTAL JUVENILE PRINT MATERIALS	7,657.33	550	380	5,334.61	288	279	12,991.94	838	659	1,577.50	119	111	14,569.44	957	770
Juvenile Audio/Music	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Juvenile Audio Books	0.00	0	0	356.47	15	15	356.47	15	15	0.00	0	0	356.47	15	15
Total Juvenile Audio	0.00	0	0	356.47	15	15	356.47	15	15	0.00	0	0	356.47	15	15
Juvenile Video Educational	0.00	0	0	0.00	0	0	0.00	0	0	40.00	3	3	40.00	3	3
Juvenile Video Entertainment	16.99	1	1	0.00	0	0	16.99	1	1	70.00	6	6	86.99	7	7
Total Juvenile Video	16.99	1	1	0.00	0	0	16.99	1	1	110.00	9	9	126.99	10	10
Juvenile Computer Software	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
TOTAL JUVENILE NON-PRINT MATERIALS	16.99	1	1	356.47	15	15	373.46	16	16	110.00	9	9	483.46	25	25
TOTAL JUVENILE MATERIALS	7,674.32	551	381	5,691.08	303	294	13,365.40	854	675	1,687.50	128	120	15,052.90	982	795
Total Fiction	6,761.66	596	455	2,161.56	120	117	8,923.22	716	572	1,208.10	78	78	10,131.32	794	650
Total Non-Fiction	39,010.56	1,044	931	13,161.15	529	520	52,171.71	1,573	1,451	3,154.54	229	219	55,326.25	1,802	1,670
Total Audio	2,691.48	43	43	356.47	15	15	3,047.95	58	58	0.00	0	0	3,047.95	58	58
Total Video	16.99	1	1	0.00	0	0	16.99	1	1	199.95	13	13	216.94	14	14
Total Computer Software	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
TOTAL MATERIALS	48,480.69	1,684	1,430	15,679.18	664	652	64,159.87	2,348	2,082	4,562.59	320	310	68,722.46	2,668	2,392


ACQUISITIONS REPORT FOR THE MONTH OF DECEMBER 2001
Prepared by Julie Shook, Technical Services Manager

	GENERAL FUND			ADOPT-A-BOOK			TOTAL PURCHASED			DONATED			TOTAL ITEMS		
	Amount	Volumes	Titles	Amount	Volumes	Titles	Amount	Volumes	Titles	Value	Volumes	Titles	Amount	Volumes	Titles
Adult Fiction	187.21	12	11	0.00	0	0	187.21	12	11	0.00	0	0	187.21	12	11
Adult Circulating Non-Fiction	1,463.77	66	49	115.13	4	4	1,578.90	70	53	300.50	67	67	1,879.40	137	120
Adult Reference	928.70	12	9	0.00	0	0	928.70	12	9	32.94	3	2	961.64	15	11
Adult Print Continuations	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Adult Electronic Continuations	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Total Adult Non-Fiction	2,392.47	78	58	115.13	4	4	2,507.60	82	62	333.44	70	69	2,841.04	152	131
TOTAL ADULT PRINT MATERIALS	2,579.68	90	69	2,579.68	4	90	2,694.81	94	73	333.44	70	69	3,028.25	164	142
Adult Audio/Music	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Adult Audio Books	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Total Adult Audio	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Adult Video/Educational	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Adult Video Entertainment	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Total Adult Video	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Adult Computer Software	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
TOTAL ADULT NON-PRINT MATERIALS	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
TOTAL ADULT MATERIALS	2,579.68	90	69	2,579.68	4	90	2,694.81	94	73	333.44	70	69	3,028.25	164	142
Juvenile Fiction	98.29	17	14	0.00	0	0	98.29	17	14	0.00	0	0	98.29	17	14
Juvenile Circulating Non-Fiction	452.97	25	25	0.00	0	0	452.97	25	25	261.00	18	16	713.97	43	41
Juvenile Reference	1,001.93	25	3	0.00	0	0	1,001.93	25	3	0.00	0	0	1,001.93	25	3
Juvenile Print Continuations	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Juvenile Electronic Continuations	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Total Juvenile Non-Fiction	1,454.90	50	28	0.00	0	0	1,454.90	50	28	261.00	18	16	1,715.90	68	44
TOTAL JUVENILE PRINT MATERIALS	1,553.19	67	42	0.00	0	0	1,553.19	67	42	261.00	18	16	1,814.19	85	58
Juvenile Audio/Music	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Juvenile Audio Books	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Total Juvenile Audio	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Juvenile Video/Educational	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Juvenile Video Entertainment	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Total Juvenile Video	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Juvenile Computer Software	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
TOTAL JUVENILE NON-PRINT MATERIALS	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
TOTAL JUVENILE MATERIALS	1,553.19	67	42	0.00	0	0	1,553.19	67	42	261.00	18	16	1,814.19	85	58
Total Fiction	285.50	29	25	0.00	0	0	285.50	29	25	0.00	0	0	285.50	29	25
Total Non-Fiction	3,847.37	128	86	115.13	4	4	3,962.50	132	90	594.44	88	85	4,556.94	220	175
Total Audio	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Total Video	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Total Computer Software	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
TOTAL MATERIALS	4,132.87	157	111	115.13	4	4	4,248.00	161	115	594.44	88	85	4,842.44	249	200

OUTSTANDING ORDERS AS OF DECEMBER 31, 2001

General Fund Amount	\$14,326.24
Adopt-A-Book Amount	\$395.54
TOTAL Amount	\$14,721.78


PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Alice Kuo, Circulation Supervisor 
SUBJECT: Collection Agency Report for December 2001
DATE: January 16, 2002

The Collection Agency Report from Unique Management Systems did not arrive in time for inclusion in the Board Agenda Packet.

The Report will be distributed at the Library Board Meeting on January 16, 2002.

TO: Elizabeth D. Minter, Library Director

FROM: Alice Kuo, Circulation Supervisor 

DATE: January 15, 2002

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

This report was received from Unique Management on January 14, 2002.
Attachment A is enclosed.
A summary of the current status is as follows:

FY 2001-02	# New Accounts Submitted	Total # Active Accounts	# Paid In Full Curr. Month	Amount Received Curr. Month	# Written Off Suspended Curr. Month
July	15	73	8	466.47	1
August	18	79	4	306.80	2
September	20	94	3	305.45	1
October	7	71	15	1,025.32	2
November	17	62	6	437.79	1
December	7	57	2	143.32	1
January	0	0	0	0.00	0
February	0	0	0	0.00	0
March	0	0	0	0.00	0
April	0	0	0	0.00	0
May	0	0	0	0.00	0
June	0	0	0	0.00	0
TOTAL YTD	84	436	38	2,685.15	8

MS JULIE SHOOK
 PLACENTIA LIBRARY DISTRICT
 411 EAST CHAPMAN AVENUE
 PLACENTIA CA 92870

CREDITOR: 286 -- PLACENTIA LIBRARY DISTRICT

DATES LISTED: 01/01/1900 TO 12/30/2001

Accounts Submitted	:	565	Dollars Submitted	:	51,281.42	Dollars Received	:	13,579.15
Bankruptcies	:	0	Dollars in Bankruptcy	:	0.00	Material Returned	:	11,197.25
Incorrect Addresses	:	80	Dollars in Skips	:	5,247.24	Dollars Waived	:	2,259.13
Patron Disputes/Suspends	:	3	Dollars in Dispute	:	114.20	Total Activated	:	34,162.06
Accounts in Process	:	482	Dollars in Process	:	44,409.60	% of Dollars Activated	:	76.92%
# of Accounts Activated	:	351						
% of Accounts Activated	:	72.82%						

TO: Library Board of Trustees
 FROM: Elizabeth D. Minter, Library Director *EDM*
 DATE: January 16, 2002
 SUBJECT: **DEBIT CARD SYSTEM REIMBURSEMENT DECEMBER 2001**

SUMMARY OF PRINTER/COPIER ACCOUNTS DECEMBER 2001

Beginning Balance 11/30/01			(\$7,450.27)
	<u>Income</u>	<u>Expend.</u>	
Total Deposits in	163.55		
Total Loans from Literacy Fund	0.00		
Total Materials & Supplies		0.00	
Total Repairs		0.00	
Total Copier Paper Expense		0.00	
Total Copier Lease Payments in August		0.00	
Total Copier Maintenance Payment in August		229.50	
Debit Card System Loan Payback		0.00	
	<u>163.55</u>	<u>229.50</u>	
Ending Balance 12/31/01			<u>(\$7,516.22)</u>
December payment			\$ 0.00

SUMMARY OF PRINTER/COPIER LOAN ACTIVITY

Loan Amount as of 10/3/96 (Fund 702)	16,559.50
Loan Repayment through 11/30/01	(8,565.48)
Loan Amount as of 12/31/01 (Literacy Fund)	7,700.00
November Payment (Fund 702)	0.00
November Payment (Literacy Fund)	0.00
Balance 12/31/01	<u>\$ 15,694.02</u>

Prepared by: Elisa Herrera-Thomas



TO: Placentia Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director
DATE: January 15, 2002
SUBJECT: GIFT REPORT

The following gifts were received from December 1, 2001 through December 31, 2001.

ADOPT A BOOK DONATIONS

Ruth Arnoldt	\$250.00
David and Lynda Baker	\$100.00
Jill Botha	\$100.00
Lynne Brown	\$70.72
Ruth Cain	\$100.00
Joseph & Ann Capraro	\$25.00
Lee and Mary Castner	\$50.00
David Coerper	\$25.00
Radha & Dhaval Dagli	\$50.00
Lawrence & Shirley De Graaf	\$50.00
Mr. & Mrs. Ellingsen	\$30.00
Mary Freer	\$25.00
Ralph Goff	\$100.00
Donna Graf	\$50.00
Jean Haney	\$200.00
Dana Hill	\$50.00
Judy Homrighausen	\$25.00
Anna Irot	\$50.00
Jerry & Pat Jertberg	\$50.00
Rod Jimenez	\$25.00
Carolyn Joseph	\$25.00
Virginia Kadau	\$50.00
Kim Kahrilas	\$100.00
Raymond & Eleanor Kaldenbach	\$50.00
Catherine Kaye	\$50.00
Joy Kenney	\$50.00
Laurel McCarthy	\$250.00
Lawrence & Patricia Mercier	\$50.00
Alice Miller	\$50.00
William & M.Yvonne Mitchell	\$25.00
Claire, Charles & Janet Green	\$25.00

Joanna Nazaroff	\$50.00
Jo Ann Nelson	\$90.00
Will Nettleship	\$35.00
Valerie & Howard Paulson	\$40.00
Leonora Pierotti	\$25.00
Mary Louise Pommier	\$25.00
James & Jean Redman	\$100.00
Grace & Robert Rice	\$10.00
Cindy Roberts	\$25.00
Linda Robertson	\$100.00
Douglas & Margaret Robson	\$25.00
John & Nancy Spangler	\$50.00
Rich & Marie Tourne	\$50.00
Bob Tunstall	\$100.00
Robert & Jean Turner	\$15.00
Peggy Vincent	\$100.00
Francis Wilson	\$50.00
Joh & Gayle Wheatley	\$50.00
Walter Woerner	\$100.00
Dwight & Carol Woolhouse	\$50.00
Frank & Pam Yrungaray	\$50.00
Geore & Mary Ziegler	\$100.00

TOTAL AAB DONATIONS \$3,390.72

TOTAL ALL DONATIONS **\$3,390.72**

Prepared by: Elisa Herrera-Thomas

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *EDM*
DATE: January 16, 2001

SUBJECT: BUILDING MAINTENANCE REPORT FOR DEC 2001-JAN 16, 2002

1. HAULAWAY STORAGE CONTAINERS, INC.

On December 4, 2001, Haulaway Storage Containers, Inc. delivered the 20 ft. storage container that the Library needed in order to store the contents of the Library Staff Workroom so that the floor could be redone.

2. JIM'S ENTERPRISE MOVING COMPANY

On December 6, 2001, Jim's Enterprise Moving Company came out in order to move the contents of the Library Staff Workroom into the storage container that was previously delivered by Haulaway. Jim's Enterprise Moving Company returned on January 2, 2002 in order to unload the contents of the Haulaway storage container and move it back into the Library Staff Workroom.

3. ALLIANCE ENVIRONMENTAL GROUP, INC.

Alliance Environmental Group, Inc. began the asbestos floor tile removal in the Library Staff Workroom on December 7, 2001. This process lasted several days.

4. BETTER FLOORS DISASTER KLEENUP & RESTORATION

After Alliance Environmental Group removed all of the asbestos, Better Floors was able to begin the process of laying down the carpet tiles in the Library Staff Workroom and hallway beginning the week of December 14, 2001 and lasted several days. A technician from Better Floors returned on Monday, January 7, 2002 in order to replace the tile in the Janitor's Closet.

5. ROYAL CONSTRUCTION COMPANY


Royal Construction Company was called out on December 28, 2001 in order to repaint the walls and door frames of the Library Staff Workroom and surrounding areas while the contents of the workroom was still in the storage container.

6. SPECIAL "T" WATER SYSTEMS

Special "T" Water Systems returned on Wednesday, January 9, 2002 in order to reinstall the water cooler that is provided for the staff after it caught on fire and was destroyed in early December 2001.

Prepared by: Elisa Herrera-Thomas

TO: Library Board of Trustees

FROM: Elizabeth Minter, Library Director 

DATE: January 16, 2002

SUBJECT: PERSONNEL REPORT FOR DECEMBER 2001 to JANUARY 16, 2002

APPOINTMENTS:

None at this time.

OPEN POSITIONS:

None at this time.

Prepared by: Elisa Herrera-Thomas



TO: Elizabeth Minter, Library Director
 FROM: Jillian Rakos, Volunteer Coordinator
 SUBJECT: Volunteer Report for the Month of December 2001

CUMULATIVE RECORD OF VOLUNTEER HOURS (excluding Literacy services)

REGULAR	FY01/02 December	FY01/02 YTD	Starting	Cumulative
Andrade, Linda	12.00	84.00	Sep-95	592.50
Backes, Theresa	0.00	12.75	6/98	206.75
Bart, Lillian	4.00	89.00	May-01	61.00
Boelman, Marge	0.00	41.75	Apr-01	55.75
Botha, Jill	2.00	6.00	Nov-01	4.00
Clugston, Patricia	6.00	64.00	6/98	250.25
Cravotta, Leo	0.00	0.00	5/99	46.50
Dell, Lyla	0.00	24.75	8/98	529.25
Dhanna, Dan	0.00	45.75	Jul-01	33.75
Fioroni, Pete	0.00	4.00	3/97	229.00
Fioroni, Ruth	0.00	4.00	3/97	166.00
Fitzgerald, Joan	3.00	34.50	10/93	1,975.25
Godwin, Nita	10.50	45.50	2/96	348.25
Hagan, John	3.00	7.00	Nov-01	4.00
Hemmerling, Barbara	2.00	34.00	9/95	458.00
Hochman, Sue	0.00	0.00	1/98	209.50
Horrocks, Marjorie	3.00	42.00	10/95	296.50
Hyams, Rose	3.00	74.00	Feb-00	516.75
Irot, Pat	7.00	234.50	2/96	2,110.00
Jertberg, Pat	2.50	66.00	4/98	603.15
Livezey, Jane	14.00	76.00	4/96	578.25
Lord, Audrey	4.00	33.00	Jul-00	121.50
Mignot, Shirley	0.00	0.00	9/95	472.00
Myers, Claire	14.00	99.00	10/95	1,035.75
Olson, Bob	8.00	35.00	9/95	368.00
Pence, Thomas	4.00	34.50	1/99	184.50
Project Independence	2.00	46.10		912.00
Rodriguez, Carmen	12.00	58.00	2/00	116.00
Salem, Rose	13.00	59.00	Oct-00	90.25
Schlichter, Allan	2.00	42.00	10/93	813.50
Schwartzkopf, Jan	0.00	13.50	Mar-01	9.50
Schmidt, Marie	2.50	76.00	4/98	564.50
Segovia, Inez	0.00	1.50	Nov-01	1.50
Shaw, Dixie	0.00	12.00	5/94	188.00
Stoller, Frances	3.00	12.00	May-96	98.00
Vaughn, Judy	0.00	1.50	8/99	135.00
Walker, Virginia	1.50	5.00	Mar-99	126.00
Wymer, Betty	6.00	42.25	1/96	742.00
J.T.P.A. / Job Training Partnership Act	0.00	0.00		1,170.50
S.T.E.P. / Senior Training & Employment Program	0.00	0.00		6,727.75
TOTAL	144.00	1,559.85		23,150.65

CUMULATIVE RECORD OF TEMPORARY VOLUNTEER HOURS (excluding Literacy Services)

	FY01/02			FY01/02	
	December	YTD		December	YTD
Alvi, Jennifer	0	0.75	Moya, David	0.00	0.00
Afsar, Asif	0	9.5	McCustian, Nicole	0.00	0.00
Banks, Vanessa	0.00	28.75	Munoz, Maria	0.00	45.00
Behmaran, Roxana	3.50	17.50	Muranaka, Amber	0.00	15.00
Bone, Shawnda	0.00	0.00	Nguyen, Andrew	0.00	32.00
Camacho, Linda	0.00	2.00	Pacheo, Zylina	0.00	2.00
Camacho, Marizala	0.00	2.00	Pan, Jen	0.00	9.00
Carmona, Jillian	2.50	24.50	Pecot, Zipporah	0.00	24.25
Cathoy, John	0.00	8.00	Ramos, Rosa	0.00	0.00
Chavez, Alfredo	0.00	2.50	Regala, Daniel	0.00	23.50
Cheung, Aaron	1.00	3.50	Rehman, Khurram	0.00	29.00
Cohen, Darleen	0.00	0.00	Robinson, Shawn	0.00	0.00
Cohma, Milessa	0.00	2.50	Rodriquez, John	0.00	0.00
Cooper, Chasen	6.00	17.50	Rosette, Shandie	0.00	2.50
Corraiz, Mari	0.00	2.00	Rorex, Jamie	0.00	0.00
Couvillian, Jennifer	0.00	4.75	Sanchis, Alita	0.00	5.00
Davis, Ken	0.00	2.50	Sewell, Krystal	0.00	1.50
Dominguez, Kenny	4.00	4.00	Sewell, Ashley	0.00	1.50
Eng, Jonathon	0.00	24.50	Runyon, Beth	0.00	0.00
Eng, Lawrence	0.00	37.25	Shah, Hardik	0.00	0.00
Gandhi, Airshul	0.00	15.00	Shah, Soham	0.00	6.75
Geli, Elizabeth	0.00	23.00	Simmons, Eric	0.00	0.00
German, Cody	0.00	0.00	Smith, Jason	4.00	25.75
Golriz, Yasmin	5.00	14.00	Stanford, Amy	0.00	1.50
Gonzalez, Omar	0.00	0.00	Stark, Jaime	0.00	0.00
Guo, James	0.00	0.00	Temple, Joerg Ryan	0.00	0.00
Ju, Christina	2.00	11.75	Timmermans, Krystle	0.00	12.25
Kim, Joseph	6.00	28.00	Tonelli, Alyssa	0.00	11.50
Haag, Elisha	0.00	1.50	Tran, Carrie	0.00	95.50
Haag, Jennifer	0.00	10.75	Turczynskiy, Stephen	1.50	19.50
Haag, Katie	0.00	1.50	Vasquez, Joel	0.00	0.00
Hartado, Cindy	0.00	5.25	Vera, Javier	0.00	18.00
Hamacher, Holly	2.00	3.50	Vidovich, Casey	0.00	0.00
Hung, Yang	0.00	5.25	Vidhyastorm, Tammy	0.00	15.00
Krisinger, Elizabeth	0.00	16.00	Vu, Elizabeth	0.00	5.25
Krisinger, Emily	0.00	6.00	Wagner, Michelle	0.00	2.25
Kurai, Mark	0.00	15.00	Wallace, Briteni	0.00	0.00
Lada, Steven	0.00	7.50	Ward, Alan	0.00	23.75
Lewis, Tiffany	0.00	37.25	Wills, Gessica	3.00	28.75
Le, Brian	0.50	0.50	Yick, Lee	0.00	0.50
Le, Phillip	6.00	28.00	Yoseph, Karen	0.00	5.00
Lee, James	0.00	4.00			
Lin, Cheng	0.00	7.00			
Lopez, Daniel	0.00	13.25			
Luther, Bill	0.00	0.00			
Manzo, Robert	0.00	11.50			
Mariscal, Juan Jose	0.00	4.00			
Maru, Sid	0.00	15.00			
Marvin, Andy	0.00	4.75			
Mendoza, Abel	0.00	28.25			
Messenger, Rebecca	11.50	78.00			
Meza, Jack	0.00	24.50			
Miyawaki, Manami	1.00	11.50			
Mirza, Shawn	0.00	27.25			
Mohadro, Steven	0.00	38.50			
Molina, Enio	0.00	23.00			
Montes, Eric	0.00	20.75			
TOTAL	51.00	724.75	TOTAL	8.50	461.50
TOTAL Library Volunteer Hours	203.50				
TOTAL Literacy Volunteer Hours	586.00				
TOTAL VOLUNTEERS HOURS	789.50				

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		
	FY99/00	FY00/01	FY 01/02	FY99/00	FY00/01	FY 01/02
July	601.25	562.00	623.00	222.00	658.00	1026.50
August	885.00	563.25	834.25	202.00	662.00	847.00
September	471.25	248.00	802.75	220.00	581.00	605.00
October	490.00	385.00	1029.8	458.50	614.00	550
November	368.00	369.25	1457.3	425.00	685.50	550.00
December	330.50	205.25	203.5	178.00	564.00	586.00
January	397.00	387.25		142.00	797.00	
February	598.25	376.75		530.00	617.00	
March	616.25	377.25		595.00	622.50	
April	610.75	457.25		632.00	656.00	
May	921.50	393.00		805.00	1,204.50	
June	608.25	580.75		709.00	1,050.50	
	6,898.00	4,905.00		5,118.50	9,325.50	

CUMULATIVE RECORD OF LITERACY VOLUNTEER HOURS

REGULAR	FY 01/02 December	FY01/02 YTD	Cumulative		FY01/02 December	FY01/02 YTD	Cumulative
Alcantara, Carmelita	12.00	60.00	100.00	Kumagai, Regina	-	68.00	373.00
Anderson, Susan	3.00	15.00	60.00	Larson, Li	8.00	40.00	127.00
Andreyeva, Anna A.	-	14.00	81.00	Lee, Anyika	8.00	40.00	92.00
Antara, Aiama	8.00	8.00	8.00	Leslie, Sandra	12.00	60.00	110.00
Asumcion, Gloria	6.00	6.00	6.00	Li, Stephanie	-	18.00	75.00
Barrera, Karen	3.00	39.00	126.00	Licari, Lynne	10.00	50.00	92.00
Belsher, Kristin	8.00	40.00	153.00	Martlaro, Diane	14.00	64.00	120.00
Bereiter, Gretchen	10.00	53.00	168.00	McCartney, Shannon	-	12.00	66.00
Blanco, Ramon	-	4.00	54.00	McMahon, Kelly	-	12.00	72.00
Bolkovatz, Alta	9.00	63.00	166.00	Medland, Karen	6.00	30.00	56.00
Bowler, Nathan	6.00	21.00	27.00	Meza, Jack	6.00	42.00	60.00
Brown, Kaley	6.00	6.00	6.00	Mitchell, Cheryl	10.00	56.00	216.00
Bryan, Danny	-	30.00	77.00	Mohan, Kshema	6.00	24.00	80.00
Bryan, Jennyfer	-	30.00	77.00	Moore, Kim	6.00	42.00	198.00
Cadambai, Arvin	6.00	6.00	6.00	Moyer, Disa	12.00	60.00	210.00
Cantwell, Kenneth	12.00	12.00	12.00	Murray, Edward	6.00	46.00	114.00
Carlson, Grace	6.00	71.00	71.00	Ngo, Sandy	8.00	48.00	98.00
Casias, Michelle	3.00	3.00	3.00	Paulson, Valerie	8.00	56.00	525.00
Cassidy, Meghan	-	8.00	34.00	Pham, An	6.00	26.00	56.00
Chen, April	6.00	30.00	78.00	Pham, Thuy	6.00	30.00	67.00
Coffee, Nancy	-	4.00	192.00	Pineda, Juanita	6.00	26.00	45.00
Colenso, Bill	6.00	42.00	105.00	Risso, Edith	12.00	60.00	180.00
Croom, Carolyn	6.00	42.00	241.00	Rodriguez, Carmen	8.00	40.00	130.00
Debbaneh, Maya	12.00	12.00	12.00	Roth, Howard	12.00	60.00	120.00
Del Angel, Laura	-	9.00	95.00	Sanchez, Margo	6.00	42.00	200.00
Diaz, Ryan	6.00	6.00	6.00	Sciaini, Matthew	-	16.00	60.00
Duffie, Pat	12.00	72.00	228.00	Shah, Krishna	-	24.00	90.00
Eckert, Thomas	12.00	84.00	421.00	Shepherd, Kathy	6.00	42.00	113.00
Elinsky, Janet	10.00	80.00	260.00	Skimizu, Ken	8.00	48.00	152.00
Espinoza, Adriana	6.00	111.00	111.00	Skinner, Courtney	-	16.00	62.00
Fartash, Arian	-	36.00	207.00	Smith, Charlene	8.00	40.00	76.00
Favaro, Lee	6.00	42.00	172.00	Stalnaker, Linda	8.00	56.00	241.00
Fuller, Janice	6.00	30.00	86.00	Stichter, Julie	8.00	40.00	90.00
Gast, Polly	12.00	125.00	938.00	Tellez, Martha	10.00	100.00	188.00
Gonzalez, Lizeth	6.00	30.00	107.00	Tooley Marita	-	12.00	110.00
Gonzalez, Veronica	6.00	30.00	90.00	Van Zee, Karin	-	32.00	180.00
Goodfriend, Louise	12.00	60.00	253.00	Vert, Joann	-	12.00	60.00
Goodman, Dale	30.00	195.00	1,938.00	Vue, Kia	-	12.00	52.00
Graves, David	6.00	48.00	114.00	Westfall, Carolyn	8.00	56.00	140.00
Hargett, Sheila	12.00	80.00	134.00	Wiegman, Karin	10.00	53.00	138.00
Hawk, John	-	30.00	134.00	Zamora, Mary	6.00	42.00	126.00
Heer, Kim	8.00	40.00	113.00				
Hernandez, Rosy	12.00	60.00	270.00				
Hutton, Katherine (Kate)	12.00	60.00	156.00				
Isaia, Monte	6.00	27.00	69.00				
Johnson, Nicole	8.00	40.00	53.00				
Keller, Christina	8.00	56.00	161.00				
Khuu, Michelle	-	12.00	76.00				
Kramer, Bill	14.00	98.00	306.00				
Total	338.00	2,080.00	8,361.00	Total	248.00	1,653.00	5,360.00



Placentia Library District
Circulation Report
JANUARY 16, 2002

	FY01-02 YTD	FY00-01 YTD	% CHANGE FY01 TO FY02	FY01-02 DECEMBER 01	FY00-01 DECEMBER 00
1st Time Checkouts	70,071	64,830	8.08%	6,818	6,908
Phone Renewals	9,503	9,839	-3.41%	1,091	1,301
In-Building Renewals	2,481	2,075	19.57%	310	222
Total Renewals	11,984	11,914	0.59%	1,401	1,523
TOTAL CHECKOUTS	82,055	76,744	6.92%	8,219	8,431
On-Time Checkins	67,915	65,337	3.95%	7,744	7,761
Late Checkins	13,427	11,790	13.88%	2,082	1,736
TOTAL CHECKINS	81,342	77,127	5.47%	9,826	9,497
Holdings Placed	1,549	1,464	5.81%	171	144
Holdings Cancelled	321	295	8.81%	32	28
Holdings Filled	1,567	1,511	3.71%	155	180
Holdings Expired	15	19	-21.05%	0	3
Overdue Items	4,963	4,629	7.22%	995	1,100
Overdue Notices	2,208	2,053	7.55%	434	477
Billing Notices	2,351	2,076	13.25%	423	361
Patrons Registered	1,724	1,502	14.78%	157	119
Titles Added	4,679	6,387	-26.74%	615	968
Volumes Added	7,139	8,079	-11.64%	890	1,129
CIRCULATION BY TYPE OF MATERIAL					
Adult Print	34,766	33,346	4.26%	3,687	3,821
Juvenile Print	37,969	36,680	3.51%	3,477	3,744
Total Print	72,735	70,026	3.87%	7,164	7,565
Audio	3,524	3,348	5.26%	504	387
Visual	5,773	4,749	21.56%	583	285
Equipment	0	1	100.00%	0	0
Total Audio Visual	9,297	8,098	14.81%	1,087	672
TOTAL CIRCULATION	82,032	76,744	6.89%	8,251	8,341
Placentia Circulation	49,173	47,475	3.58%	4,689	4,974
% Placentia Circulation	59.94%	61.86%	-3.10%	56.83%	59.63%
Anaheim/Yorba Linda Circulation	14,287	14,681	-2.68%	1,567	1,758
% Anaheim/Yorba Linda Circulation	17.42%	19.13%	-8.96%	18.99%	21.08%
TYPES OF ACTIVE BORROWERS					
Adult	52,634	52,611	0.04%	5,408	5,906
Young Adult	1,926	2,321	-17.02%	270	351
Juvenile	17,285	17,095	1.11%	1,687	1,827
New Borrower	6,911	6,107	13.17%	575	347
Non Resident	0	0	0.00%	0	0
Other	0	0	0.00%	0	0
TOTAL ACTIVE BORROWERS	78,756	78,134	0.80%	7,940	8,431
TOTAL REGISTERED BORROWERS	16,961	20,548	-17.46% *	16,961	20,548
ATTENDANCE	159,085	154,966	2.66%	16,123	15,928
Adult Reference - In Building	6,393	6,618	-3.40%	710	711
Adult Reference - Telephone	1,153	1,829	-36.96%	176	107
Children's Reference - In Building	4,124	4,208	-2.00%	324	338
Children's Reference - Telephone	167	131	27.48%	15	9
Total Adult Reference	7,546	8,447	-10.67%	886	818
Total Children's Reference	4,291	4,339	-1.11%	339	347
Total In Building Reference	10,517	10,826	-2.85%	1,034	1,049
Total Telephone Reference	1,320	1,960	-32.65%	191	116
TOTAL REFERENCE	11,837	12,786	-7.42%	1,225	1,165

* There was a major patron purge in April in preparation for the data migration to the new automation system



PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees

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

SUBJECT: **Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority**

DATE: January 16, 2002

The invoice from the City of Placentia was not received in time to prepare the Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority for inclusion in the Agenda notebooks. The report will be distributed at the Library Board Meeting.

**MINUTES OF THE
PLACENTIA CIVIC CENTER AUTHORITY COMMISSION
December 11, 2001 - 8:00 a.m.
Placentia City Hall**

The meeting of the Placentia Civic Center Authority Commission was called to order at 8:05 a.m.

ROLL CALL:

Present: Lee Castner, President
Chris Lowe, Commissioner
Al Shkoler, Commissioner
Constance Underhill, Commissioner
Gaeten Wood, Commissioner

Others Present: Carolyn Davis, City Treasurer
Robert D'Amato, City Administrator
Steven L. Brisco, Director of Finance/Secretary
Chris Becker, Director of Public Works
Kris Gundel, Public Works Management Analyst

Absent: Elizabeth Minter, Library Director

ORAL COMMUNICATIONS:

None.

MINUTES:

Minutes of the November 7, 2001 meeting were approved

OLD BUSINESS:

Public Works Director Chris Becker gave a progress report of the work on the Civic Center. He stated that work in the plaza area should be completed within two weeks. Contractor is finalizing the work on the bell tower and fountain area, tile work at each of the entrances, landscaping and irrigation installation. All the work will be done with the exception of some benches that are on order.

Mr. Becker distributed a quote he received from John Bishop Design for the signs that had been discussed at the previous meeting. The quote submitted is for \$56,242.04. Director said the signs are of good quality, well made, and will not need to be replaced for many years. The cost has been discussed with Library Director and Mr. Becker stated that even though buying the signs was not in the master plan, he recommended approving the quote. Commissioners Shkoler and Gaeten both stated they need time to review the sign quote before voting on it. All agreed to meet and discuss this issue on Wednesday, January 2, 2002, at 8 a.m.

Mr. Becker also reported he had received a quote from John Bishop Design for the monument sign, but he felt it was too high.

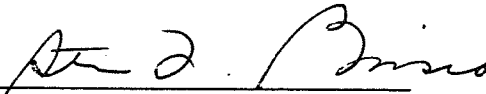
Mr. Becker stated that sidewalk concrete was being poured this week and sidewalk level was raised up to new plaza level. He reported that the large trees right out front were removed because of roots and will be replaced with palm trees. The new curb in front of City Hall and Library should prevent drainage problems.

Mr. Becker took all the attendees on a tour of the plaza area to see all the work that has been done. He complimented the contractor on his cooperation in trying to meet the City's deadline.

Commissioner Lowe said he liked the bell sound and suggested obtaining a quote to repair the carillon. Chris Becker will obtain literature and bring to the next meeting.

ADJOURNMENT:

Meeting was adjourned at 8:45 a.m. The next meeting will be held on Wednesday, January 2, 2002, at 8 a.m. in the Community Meeting Room.



Steven L. Brisco, Secretary

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

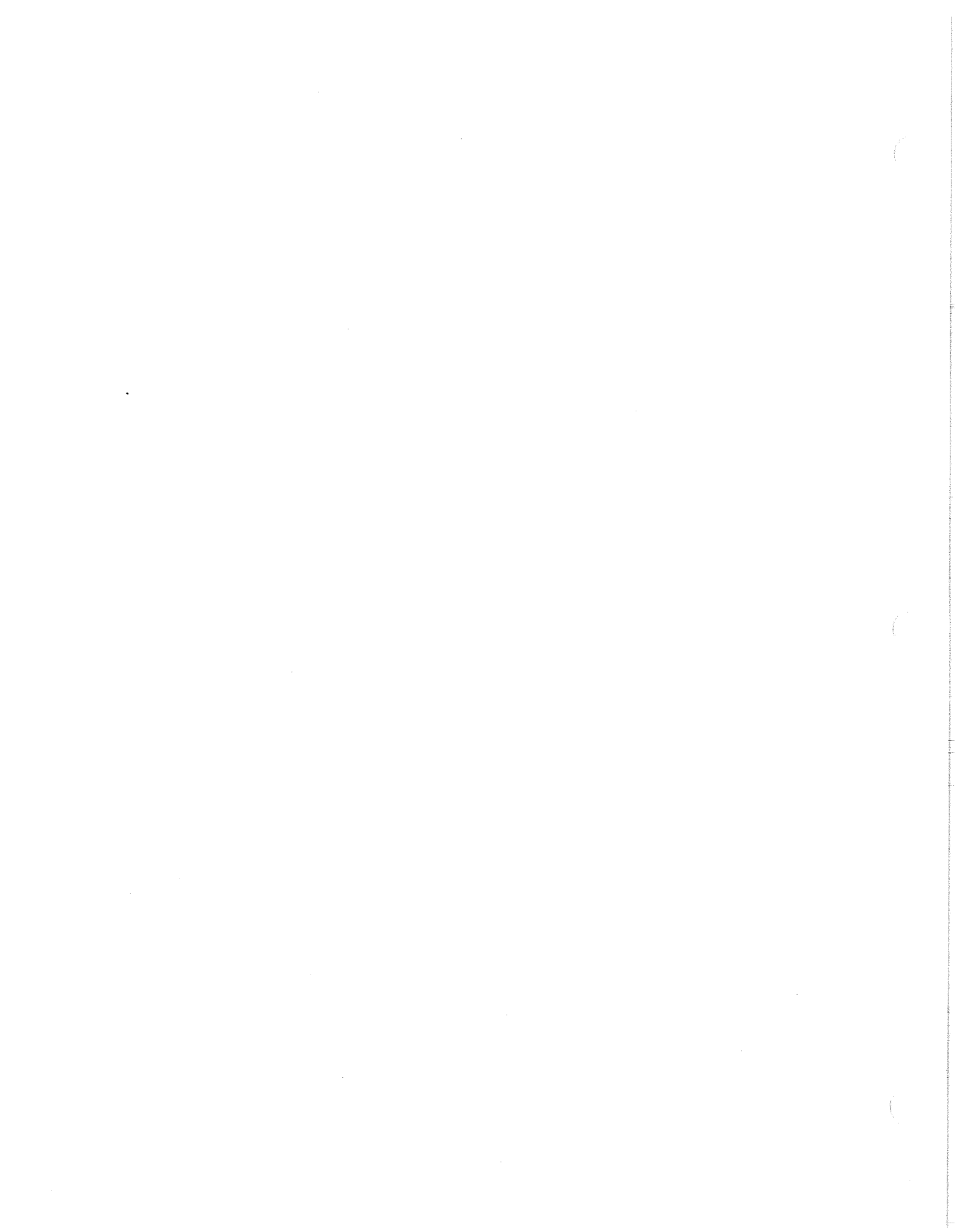
TO: Library Board of Trustees

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

SUBJECT: **Legislative Alerts from the California Special Districts Association and the California Library Association**

DATE: January 16, 2002

No Legislative Alerts from the California Special Districts Association nor the California Library Association were received in time for inclusion in the Agenda notebooks. It is anticipated that reports will arrive prior to the Library Board Meeting and will be distributed at that time.



California Special Districts Association LEGISLATIVE UPDATE – JANUARY 11, 2002

In our ongoing effort to communicate important legislative information promptly to our members, during the legislative session, CSDA will be sending out a Friday fax on the week's highlights. "In the Capitol" will remain in the CSDA News but will include non-time specific information on public policy issues. CSDA Legislative Advocate Ralph Heim will be utilizing the weekly updates during the remainder of this legislative session.

Governor Davis Releases 2002-2003 State Budget

On January 10, Governor Davis released his proposed \$100 billion 2002-03 state budget. A very preliminary review indicates that there are no proposed revenue reductions for independent special districts, with the exception of a reduction in state support for libraries, including special district libraries. A more detailed review of the budget document is underway and additional information will be forthcoming. In his State-of-the-State address on January 8, Governor Davis pledged not to "balance the budget on the backs of local government." He reiterated that pledge during his budget press briefing on January 10.

Finally, the Governor on January 9 called a special session to confront what promises to be one of the most difficult budget shortfalls since the early 1990's. The 18 month budget shortfall is estimated at \$12-plus billion and the Governor has also pledge not to raise taxes.

ERAF Cap Bill Passes Committee

On January 9, the Assembly Local Government Committee passed Assembly Bill 100 (Simitian) and Assembly Bill 1076 (Canciamilla). Both bills propose to cap the ERAF beginning in fiscal year 2005-06 at 10 percent a year. CSDA strongly supports both bills.

Assembly Bill 1335 Amended

Also on January 9, the Assembly Local Government Committee passed Assembly Bill 1335 by Assembly Member Daucher. This is the bill that proposed to allow local governments to reallocate the property tax growth above the 2 percent allowed under Proposition 13. The bill was amended in Committee to strike all of the provisions and in their place insert "intent" language declaring the Legislature's direction allowing local governments to "negotiate among themselves a formal agreement providing for the allocation of certain property tax revenues." Assembly Member Daucher intends to continue to meet with stakeholders with the intent of reaching a consensus among local governments. CSDA has changed it's position from "Priority #1 – oppose" to "neutral" and will continue to participate with other local government stakeholders.

www.csda.net

As part of your district's CSDA membership dues, you have access to Capitol Webworks that allows you to track bills and related legislative activities through the CSDA website. Click on the "Members Only" section of the website followed by "Bill Positions."

UPCOMING EVENTS

Practicalities of District Management and Governance – January 17-18 in Sacramento and January 24-25 in Palm Springs. Easy registration is available on the CSDA website – www.csda.net or call (877) 924-CSDA toll free for details.

Special District Government Affairs Day – March 11, 2002 in Sacramento. Don't miss this important event! Registration materials are in the mail!

CSDA * 1215 K Street, #930 * Sacramento, CA 95814 * (877) 924-CSDA toll free * www.csda.net

In

January 10, 2002

TO: CLA MEMBERS/ SYSTEMS/ NETWORK CONTACTS

FROM: Mike Dillon, Lobbyist

Christina Dillon, Lobbyist

RE: NEWS FROM THE CAPITOL

I. GOVERNOR RELEASES 2002-03 BUDGET: CUTS TO LIBRARY PROGRAMS

Shortly before 1 p.m. this afternoon, Governor Gray Davis met with members of the press corps to release his 2002-03 State Budget. Facing a \$12.5 billion budget deficit, the Administration and the Legislature are facing difficult decisions regarding where to make the necessary cuts. However, the Governor's Budget states that "essential programs, providing core services were protected from significant reductions, including K-12 education, public safety, and health coverage for children and low-income families, as well as those programs that will provide an immediate stimulus to the state's economy."

Unfortunately the Public Library Foundation (PLF) took a significant hit. The PLF total currently stands at \$52,970,000 million. The Governor's Budget **reduces this amount to \$41,812,000**, a cut of \$11,158,000 or 21% from the Budget signed by the Governor in July. (This includes the \$7.9 million cut proposed by the Governor in November and reported to you.) You will recall that last January, the Governor increased the 2000-01 PLF amount of \$56,870,000 by a COLA of \$2,092,000 for a total of \$58,962,000. Thus, the Governor's proposed Budget for 2002-03, reflects a reduction of 29 % from his Budget proposed last January.

The Governor tries to put a positive spin on these disappointing numbers by stating that most library programs have enjoyed increases since he took office in 1999. Following are the comments from the Governor's Budget Summary:

"Public Libraries

The Budget provides ongoing assistance in 2002-03 as follows:

\$41.8 million for local public libraries to provide basic library services under the Public Library Foundation Program. With this funding, over \$200 million has been provided over the course of this Administration."

"\$598,000 to reduce funding for the Library of California from \$4.0 million to \$3.4 million. Over four years, the Administration has provided approximately \$15.4 million for this program."

"Other library funding provided since 1999-00 includes:

\$350 million from the California Library Construction Bond Act."

The CLA Legislative Committee will be meeting tomorrow in Sacramento to discuss legislative

issues and the Governor's Budget, and will be formulating a collective response to today's news.

Note: Attached for your information is a chart showing the recent budget cuts.

II. ASSEMBLYMAN HERB WESSON ELECTED NEW ASSEMBLY SPEAKER

This morning, Assemblyman Herb J. Wesson (D-Culver City) was elected as the 65th Speaker of the California State Assembly. The vote to elect, Speaker Wesson was unanimous, and his name was placed in nomination by current Speaker Bob Hertzberg. Because the vote was supported by both Democrats as well as Republicans, Speaker Hertzberg noted that "it is a tribute to this House that we are moving ahead without rancor or discord to elect a new Speaker." Assemblyman Wesson will be sworn into office officially on February 6, 2002. Shortly after that time, it is rumored that many of the committees may change Chairmanships as well as their committee composition.

Susan Negreen, CAE
Executive Director
California Library Association
snegreen@cla-net.org
916-447-8541

RECENT FUNDING REDUCTIONS TO PUBLIC LIBRARY FOUNDATION

2000-01	Public Library Foundation	\$56,870,000
2001-02	January Budget	\$58,962,000*
2001-02	Governor's May Revision (\$2.1 million COLA cut) (\$3.9 million cut in July)	\$52,970,000
2002-03	Governor's Budget (\$11.158 million cut)	\$41,812,000
% Cut from July Budget		21%
\$52,970,000		
<u>- 41,812,000</u>		
\$11,158		
% Cut from January 2001-02 Budget		29%
\$58,962,000		
<u>- 41,812,000</u>		
\$17,150,000		

* \$2,092,000 COLA

Official Use Only
OMB Nos. 1210 - 0110
1210 - 0089

2000

This Form is Open to
Public Inspection

Form 5500

Department of the Treasury
Internal Revenue Service

Department of Labor
Pension and Welfare Benefits
Administration

Pension Benefit Guaranty Corporation

Annual Return/Report of Employee Benefit Plan
This form is required to be filed under sections 104 and 4065 of the Employee Retirement Income Security Act of 1974 (ERISA) and sections 6039D, 6047(e), 6057(b), and 6058(a) of the Internal Revenue Code (the Code).

Complete all entries in accordance with the instructions to the Form 5500.

Part I Annual Report Identification Information

For the calendar plan year 2000 or fiscal plan year beginning 07/01/2000 and ending 06/30/2001

- A This return/report is for: (1) a multiemployer plan; (2) [X] a single-employer plan (other than a multiple-employer plan); (3) a multiple-employer plan; or (4) a DFE (specify)
B This return/report is: (1) the first return/report filed for the plan; (2) an amended return/report; (3) the final return/report filed for the plan; (4) a short plan year return/report (less than 12 months).
C If the plan is a collectively-bargained plan, check here
D If you filed for an extension of time to file, check the box and attach a copy of the extension application

Part II Basic Plan Information - enter all requested information.

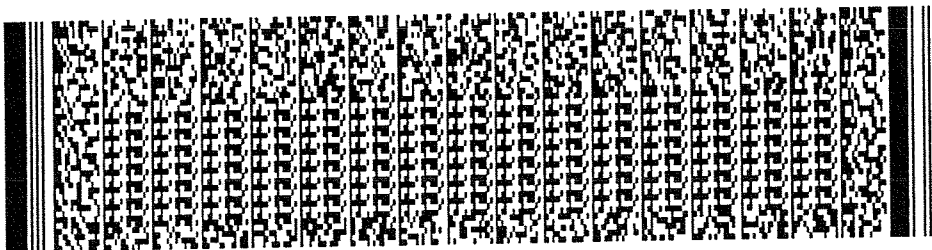
1a Name of plan: PLACENTIA LIBRARY DISTRICT OF ORANGE COUNTY MONEY PURCHASE PENSION PLAN
1b Three-digit plan number (PN): 001
1c Effective date of plan (mo., day, yr.): 07/01/1973
2a Plan sponsor's name and address (employer, if for a single-employer plan): PLACENTIA LIBRARY DISTRICT OF ORANGE COUNTY 411 EAST CHAPMAN AVENUE PLACENTIA CA 92670
2b Employer Identification Number (EIN): 95-3197792
2c Sponsor's telephone number: 714-528-1906
2d Business code (see instructions): 611000

Caution: A penalty for the late or incomplete filing of this return/report will be assessed unless reasonable cause is established.

Under penalties of perjury and other penalties set forth in the instructions, I declare that I have examined this return/report, including accompanying schedules, statements, and attachments, and to the best of my knowledge and belief, it is true, correct, and complete.

Signature of plan administrator: Elizabeth D. Minter - Nov 22, 2001
Signature of employer/plan sponsor/DFE: Elizabeth D. Minter - Nov 22, 2001

For Paperwork Reduction Act Notice and OMB Control Numbers, see the instructions for Form 5500. v3.2 Form 5500 (2000)



3a Plan administrator's name and address (If same as plan sponsor, enter "Same") SAME	3b Administrator's EIN 3c Administrator's telephone number
---	---

4 If the name and/or EIN of the plan sponsor has changed since the last return/report filed for this plan, enter the name, EIN and the plan number from the last return/report below: a Sponsor's name	b EIN c PN
---	---------------------------------

5 Preparer information (optional) a Name (including firm name, if applicable) and address	b EIN c Telephone number
---	---

6 Total number of participants at the beginning of the plan year	6	17
7 Number of participants as of the end of the plan year (welfare plans complete only lines 7a, 7b, 7c, and 7d)		
a Active participants	7a	23
b Retired or separated participants receiving benefits	7b	6
c Other retired or separated participants entitled to future benefits	7c	0
d Subtotal. Add lines 7a, 7b, and 7c	7d	29
e Deceased participants whose beneficiaries are receiving or are entitled to receive benefits	7e	1
f Total. Add lines 7d and 7e	7f	30
g Number of participants with account balances as of the end of the plan year (only defined contribution plans complete this item)	7g	28
h Number of participants that terminated employment during the plan year with accrued benefits that were less than 100% vested	7h	0
i If any participant(s) separated from service with a deferred vested benefit, enter the number of separated participants required to be reported on a Schedule SSA (Form 5500)	7i	0

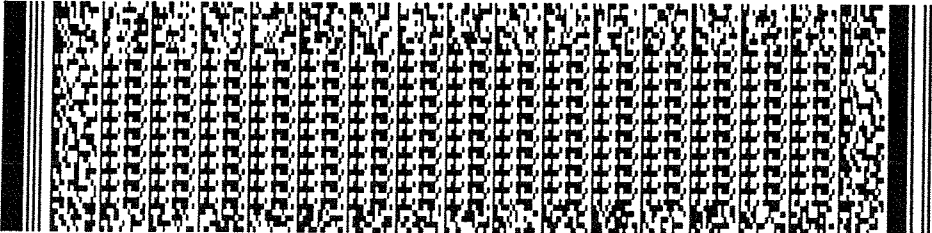
8 Benefits provided under the plan (complete 8a through 8c, as applicable)

a Pension benefits (check this box if the plan provides pension benefits and enter the applicable pension feature codes from the List of Plan Characteristics Codes printed in the instructions): 2C 3E

b Welfare benefits (check this box if the plan provides welfare benefits and enter the applicable welfare feature codes from the List of Plan Characteristics Codes printed in the instructions):

c Fringe benefits (check this box if the plan provides fringe benefits)

9a Plan funding arrangement (check all that apply) (1) <input type="checkbox"/> Insurance (2) <input type="checkbox"/> Section 412(i) insurance contracts (3) <input checked="" type="checkbox"/> Trust (4) <input type="checkbox"/> General assets of the sponsor	9b Plan benefit arrangement (check all that apply) (1) <input type="checkbox"/> Insurance (2) <input type="checkbox"/> Section 412(i) insurance contracts (3) <input checked="" type="checkbox"/> Trust (4) <input type="checkbox"/> General assets of the sponsor
---	---



10 Schedules attached (Check all applicable boxes and, where indicated, enter the number attached. See instructions.)

a Pension Benefit Schedules

- (1) R (Retirement Plan Information)
- (2) 1 T (Qualified Pension Plan Coverage Information)

If a Schedule T is not attached because the plan is relying on coverage testing information for a prior year, enter the year ▶ _____

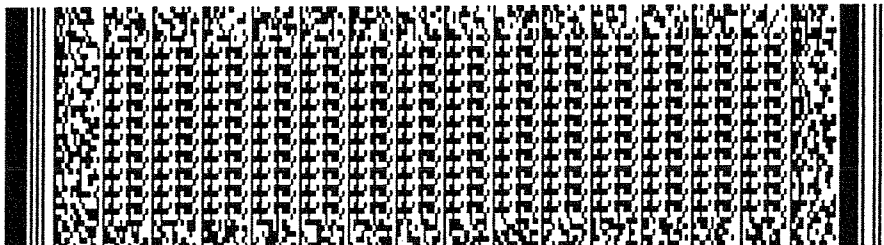
- (3) B (Actuarial Information)
- (4) E (ESOP Annual Information)
- (5) SSA (Separated Vested Participant Information)

b Financial Schedules

- (1) H (Financial Information)
- (2) I (Financial Information -- Small Plan)
- (3) A (Insurance Information)
- (4) C (Service Provider Information)
- (5) D (DFE/Participating Plan Information)
- (6) G (Financial Transaction Schedules)
- (7) 1 P (Trust Fiduciary Information)

c Fringe Benefit Schedule

- F (Fringe Benefit Plan Annual Information)



0 2 0 0 1 8 0 3 4 I



**SCHEDULE I
(Form 5500)**

Department of the Treasury
Internal Revenue Service

Department of Labor
Pension and Welfare Benefits
Administration

Pension Benefit Guaranty Corporation

Financial Information -- Small Plan

This schedule is required to be filed under Section 104 of the Employee Retirement Income Security Act of 1974 (ERISA) and section 6058(a) of the Internal Revenue Code (the Code).

► **File as an attachment to Form 5500.**

Official Use Only

OMB No. 1210-0110

2000

**This Form is Open
to Public Inspection.**

For calendar year 2000 or fiscal plan year beginning 07/01/2000 and ending 06/30/2001

A Name of plan
PLACENTIA LIBRARY DISTRICT OF ORANGE COUNTY MONEY PURCHASE P **B** Three-digit plan number 001

C Plan sponsor's name as shown on line 2a of Form 5500
PLACENTIA LIBRARY DISTRICT OF ORANGE COUNTY **D** Employer Identification Number
95-3197792

Complete Schedule I if the plan covered fewer than 100 participants as of the beginning of the plan year. You may also complete Schedule I if you are filing as a small plan under the 80-120 participant rule (see instructions). Complete Schedule H if reporting as a large plan or DFE.

Part I Small Plan Financial Information

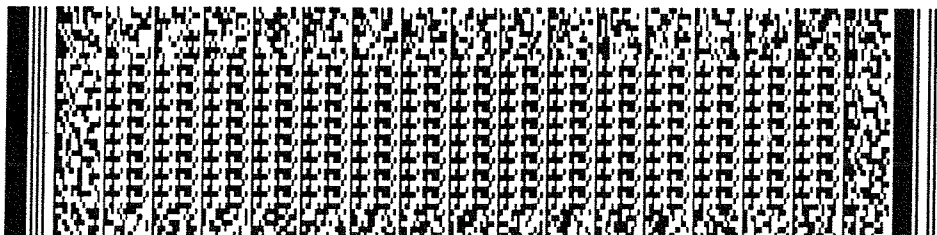
Report below the current value of assets and liabilities, income, expenses, transfers and changes in net assets during the plan year. Combine the value of plan assets held in more than one trust. Do not enter the value of the portion of an insurance contract that guarantees during this plan year to pay a specific dollar benefit at a future date. Include all income and expenses of the plan including any trust(s) or separately maintained fund(s) and any payments/receipts to/from insurance carriers. Round off amounts to the nearest dollar.

1 Plan Assets and Liabilities:		(a) Beginning of Year	(b) End of Year
a	Total plan assets	661636	624624
b	Total plan liabilities	0	0
c	Net plan assets (subtract line 1b from line 1a)	661636	624624
2 Income, Expenses, and Transfers for this Plan Year:		(a) Amount	(b) Total
a	Contributions received or receivable		
	(1) Employers	0	
	(2) Participants	0	
	(3) Others (including rollovers)	0	
b	Noncash contributions	0	
c	Other income	-34117	
d	Total income (add lines 2a(1), 2a(2), 2a(3), 2b, and 2c)		-34117
e	Benefits paid (including direct rollovers)	2865	
f	Corrective distributions (see instructions)	0	
g	Certain deemed distributions of participant loans (see instructions)	0	
h	Other expenses	30	
i	Total expenses (add lines 2e, 2f, 2g, and 2h)		2895
j	Net income (loss) (subtract line 2i from line 2d)		-37012
k	Transfers to (from) the plan (see instructions)		0

3 Specific Assets: If the plan held assets at anytime during the plan year in any of the following categories, check "Yes" and enter the current value of any assets remaining in the plan as of the end of the plan year. Allocate the value of the plan's interest in a commingled trust containing the assets of more than one plan on a line-by-line basis unless the trust meets one of the specific exceptions described in the instructions.

	Yes	No	Amount
a Partnership/joint venture interests		X	
b Employer real property		X	

For Paperwork Reduction Act Notice and OMB Control Numbers, see the instructions for Form 5500. v3.2 Schedule I (Form 5500) 2000



2 0 0 0 1 8 0 1 4 G



	Yes	No	Amount
3c Real estate (other than employer real property)		X	
d Employer securities		X	
e Participant loans		X	
f Loans (other than to participants)		X	
g Tangible personal property		X	

Part II Transactions During Plan Year

	Yes	No	Amount
4 During the plan year:			
a Did the employer fail to transmit to the plan any participant contributions within the maximum time period described in 29 CFR 2510.3-102? (See instructions)		X	
b Were any loans by the plan or fixed income obligations due the plan in default as of the close of the plan year or classified during the year as uncollectible? Disregard participant loans secured by the participants' account balance		X	
c Were any leases to which the plan was a party in default or classified during the year as uncollectible?		X	
d Did the plan engage in any nonexempt transaction with any party-in-interest?		X	
e Was the plan covered by a fidelity bond?		X	
f Did the plan have a loss, whether or not reimbursed by the plan's fidelity bond, that was caused by fraud or dishonesty?		X	
g Did the plan hold any assets whose current value was neither readily determinable on an established market nor set by an independent third party appraiser?		X	
h Did the plan receive any noncash contributions whose value was neither readily determinable on an established market nor set by an independent third party appraiser?		X	
i Did the plan at any time hold 20% or more of its assets in any single security, debt, mortgage, parcel of real estate, or partnership/joint venture interest?		X	
j Were all the plan assets either distributed to participants or beneficiaries, transferred to another plan, or brought under the control of the PBGC?		X	

5a Has a resolution to terminate the plan been adopted during the plan year or any prior plan year? If yes, enter the amount of any plan assets that reverted to the employer this year Yes No Amount _____

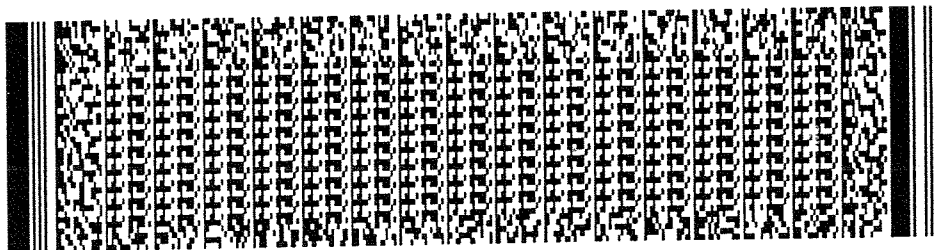
5b If during this plan year, any assets or liabilities were transferred from this plan to another plan(s), identify the plan(s) to which assets or liabilities were transferred. (See instructions.)

5b(1) Name of plan(s)

5b(2) EIN(s)

5b(3) PN(s)

_____	_____	_____
_____	_____	_____
_____	_____	_____



Official Use Only

OMB No. 1210-0110

2000

This Form is Open to
Public Inspection.

**SCHEDULE R
(Form 5500)**

Department of the Treasury
Internal Revenue Service

Department of Labor
Pension and Welfare Benefits
Administration

Pension Benefit Guaranty Corporation

Retirement Plan Information

This schedule is required to be filed under sections 104 and 4065 of the
Employee Retirement Security Act of 1974 (ERISA) and section 6058(a) of the
Internal Revenue Code (the Code).

► File as an Attachment to Form 5500.

For calendar year 2000 or fiscal plan year beginning 07/01/2000 and ending 06/30/2001

A Name of plan PLACENTIA LIBRARY DISTRICT OF ORANGE COUNTY MONEY PURCHASE P	B Three-digit plan number 001
C Plan sponsor's name as shown on line 2a of Form 5500 PLACENTIA LIBRARY DISTRICT OF ORANGE COUNTY	D Employer Identification Number 95-3197792

Part I Distributions

All references to distributions relate only to payments of benefits during the plan year.

- 1 Total value of distributions paid in property other than in cash or the forms of property specified in the instructions
- 2 Enter the EIN(s) of payor(s) who paid benefits on behalf of the plan to participants or beneficiaries during the year (if more than two, enter EINs of the two payors who paid the greatest dollar amounts of benefits). 33-6002913

1	\$	0
3		

Profit-sharing plans, ESOPs, and stock bonus plans, skip line 3.

- 3 Number of participants (living or deceased) whose benefits were distributed in a single sum, during the plan year

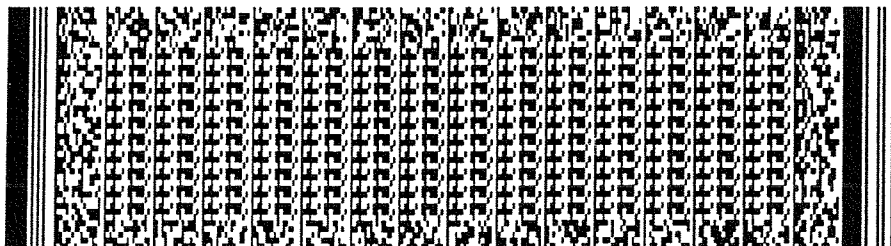
Part II Funding Information (If the plan is not subject to the minimum funding requirements of section 412 of the Internal Revenue Code or ERISA section 302, skip this Part)

- 4 Is the plan administrator making an election under Code section 412(c)(8) or ERISA section 302(c)(8)? Yes No N/A
If the plan is a defined benefit plan, go to line 7.
- 5 If a waiver of the minimum funding standard for a prior year is being amortized in this plan year, see instructions, and enter the date of the ruling letter granting the waiver Month Day Year
If you completed line 5, complete lines 3, 9, and 10 of Schedule B and do not complete the remainder of this schedule.
- 6a Enter the minimum required contribution for this plan year 6a \$
- b Enter the amount contributed by the employer to the plan for this plan year 6b \$
- c Subtract the amount in line 6b from the amount in line 6a. Enter the result (enter a minus sign to the left of a negative amount) 6c \$
- If you completed line 6c, do not complete the remainder of this schedule.
- 7 If a change in actuarial cost method was made for this plan year pursuant to a revenue procedure providing automatic approval for the change, does the plan sponsor or plan administrator agree with the change? Yes No N/A
Do not complete line 8, if the plan is a multiemployer plan or a plan with 100 or fewer participants during the prior plan year (see inst.).
- 8 Is the employer electing to compute minimum funding for this plan year using the transitional rule provided in Code section 412(l)(11) and ERISA section 302(d)(11)? Yes No N/A

Part III Amendments

- 9 If this is a defined benefit pension plan, were any amendments adopted during this plan year that increased the value of benefits? (see instructions) Yes No

For Paperwork Reduction Act Notice and OMB Control Numbers, see the instructions for Form 5500. v3.2 Schedule R (Form 5500) 2000



**SCHEDULE T
(Form 5500)**

Qualified Pension Plan Coverage Information

This form is required to be filed under section 6058(a) of the Internal Revenue Code (the Code).

► **File as an attachment to Form 5500.**

Department of the Treasury
Internal Revenue Service

Official Use Only

OMB No. 1210-0110

2000

**This Form is Open to
Public Inspection.**

For calendar year 2000 or fiscal plan year beginning 07/01/2000 and ending 06/30/2001

A Name of plan PLACENTIA LIBRARY DISTRICT OF ORANGE COUNTY MONEY PURCHASE P	B Three-digit plan number ► 001
C Plan sponsor's name as shown on line 2a of Form 5500 PLACENTIA LIBRARY DISTRICT OF ORANGE COUNTY	D Employer Identification Number 95-3197792

Note: If the plan is maintained by:

- More than one employer and benefits employees who are not collectively-bargained employees, a separate Schedule T may be required for each employer (see the instruction for line 1).
- An employer that operates qualified separate lines of business (QSLOBs) under Code section 414(r), a separate Schedule T may be required for each QSLOB (see the instruction for line 2).

1 If this schedule is being filed to provide coverage information regarding the noncollectively bargained employees of an employer participating in a plan maintained by more than one employer, enter the name and EIN of the participating employer:

1a Name of participating employer	1b Employer identification number
--	--

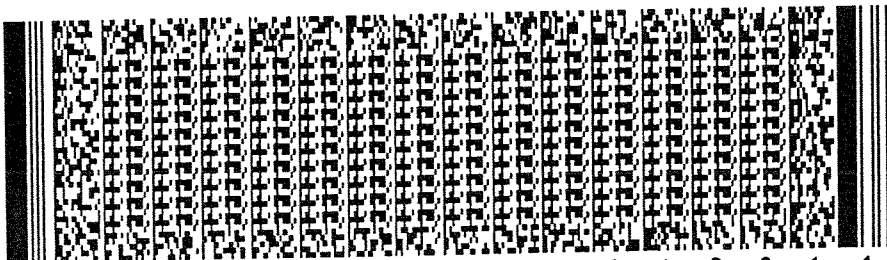
2 If the employer maintaining the plan operates QSLOBs, enter the following information:

- a** The number of QSLOBs that the employer operates is _____.
- b** The number of such QSLOBs that have employees benefiting under this plan is _____.
- c** Does the employer apply the minimum coverage requirements to this plan on an employer-wide rather than a QSLOB basis? ... Yes No
- d** If the entry on line 2b is two or more and line 2c is "No," identify the QSLOB to which the coverage information given on line 3 or 4 relates.
►

3 Exceptions – Check the box before each statement that describes the plan or the employer. Also see instructions.
If you check any box, do not complete the rest of this Schedule.

- a** The employer employs only highly compensated employees (HCEs).
- b** No HCEs benefited under the plan at anytime during the plan year.
- c** The plan benefits only collectively-bargained employees.
- d** The plan benefits all nonexcludable nonhighly compensated employees of the employer (as defined in Code sections 414(b), (c), and (m)), including leased employees and self-employed individuals.
- e** The plan is treated as satisfying the minimum coverage requirements under Code section 410(b)(6)(C).

For Paperwork Reduction Act Notice and OMB Control Numbers, see the instructions for Form 5500. v2.3 Schedule T (Form 5500) 2000



2 8 0 0 1 8 0 1 4 0
[Barcode]

Official Use Only

4 Enter the date the plan year began for which coverage data is being submitted. Month _____ Day _____ Year _____

a Did any leased employees perform services for the employer at any time during the plan year? Yes No

b In testing whether the plan satisfies the coverage and nondiscrimination tests of Code sections 410(b) and 401(a)(4), does the employer aggregate plans? Yes No

c Complete the following:

(1) Total number of employees of the employer (as defined in Code section 414(b), (c), and (m)), including leased employees and self-employed individuals

(2) Number of excludable employees as defined in IRS regulations (see instructions)

(3) Number of nonexcludable employees. (Subtract line 4c(2) from line 4c(1))

(4) Number of nonexcludable employees (line 4c(3)) who are HCEs

(5) Number of nonexcludable employees (line 4c(3)) who benefit under the plan

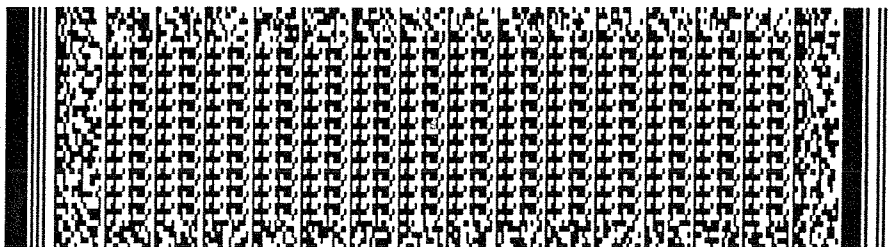
(6) Number of benefiting nonexcludable employees (line 4c(5)) who are HCEs

d Enter the plan's ratio percentage and, if applicable, identify the disaggregated part of the plan to which the information on lines 4c and 4d pertains (see instructions) _____ %

e Identify any disaggregated part of the plan and enter the ratio percentage or exception (see instructions)

(1) Disaggregated part: _____	Ratio % or Exception: _____	e(1)	_____ %
(2) Disaggregated part: _____	Ratio % or Exception: _____	e(2)	_____ %
(3) Disaggregated part: _____	Ratio % or Exception: _____	e(3)	_____ %

f This plan satisfies the coverage requirements on the basis of (check one): the ratio percentage test average benefit test



2 8 0 0 1 8 0 2 4 P

Application for Extension of Time To File Certain Employee Plan Returns

Department of the Treasury
Internal Revenue Service

▶ For Paperwork Reduction Act Notice, see instructions on back.

File With IRS Only

File before the normal due date of the Form 5500, 5500-EZ, or 5330 (see instructions)

Name of filer, plan administrator, or plan sponsor (see instructions)
PLACENTIA LIBRARY DISTRICT OF ORANGE COUNTY

Number, street, and room or suite no. (If a P.O. box, see instructions.)
411 EAST CHAPMAN AVENUE

City or town, state, and ZIP code
PLACENTIA, CA 92670

Filer's Identifying Number—Check applicable box and enter number (see instructions).
 Employer identification number (EIN). Filers checking box 1a must enter an EIN. All other filers, see Specific Instructions. **95-3197792** OR
 Social security number (see Specific Instructions)

1 I request an extension of time until 4 / 15 / 2002 to file (check appropriate box(es)).
month day year

a Form 5500 or 5500-EZ (no more than 2½ months).

The application is automatically approved to the date shown on line 1 (above) if: (1) box 1a is checked, (2) the Form 5558 is signed and filed on or before the normal due date of Form 5500 or 5500-EZ for which this extension is requested, and (3) the date on line 1 is no more than 2½ months after the normal due date.

You must attach a copy of this Form 5558 to each Form 5500 and 5500-EZ filed after the due date for the plans listed below.

b Form 5330 (no more than 6 months). Payment amount attached is \$ _____ (see instructions)

2 Complete the following for the plan(s) covered by this application (see How To File):

Plan name/filer	Type of plan (check)			Plan number	Plan year ending		
	Pension	Welfare	Fringe		Month	Day	Year
PLACENTIA LIBRARY DISTRICT OF ORANGE COUNTY MONEY PURCHASE PENSION PLAN	X			0 : 0 : 1	6	30	2001
				: : :			
				: : :			

3 State in detail why you need the extension (if line 1b is checked) **THIS EXTENSION OF TIME WILL ENABLE THE PLAN ADMINISTRATOR TO GATHER ALL NECESSARY INFORMATION IN ORDER TO COMPLETE THE ABOVE FILING.**

Under penalties of perjury, I declare that to the best of my knowledge and belief the statements made on this form are true, correct, and complete, and that I am authorized to prepare this application.

NAND K. ANAND, ENROLLED ACTUARY #95-4545

Signature ▶



Date ▶ 10/17/2001

Notice to Applicant

To Be Completed by the IRS if line 1b is checked ▼

- This application for extension to file Form 5330 IS approved to the date shown on line 1, if line 1b is checked. (You must attach an approved copy of this form to each Form 5330 that was granted an extension.)
- The date entered on line 1 is more than the 6-month maximum time allowed for Form 5330. This application is approved to (You must attach an approved copy of this form to each Form 5330 that was granted an extension.)
- The application for an extension for Form 5330 is not approved, because it was filed after the normal due date of the return. (A 10-day grace period is not granted.)
- This application for an extension for Form 5330 is not approved, because
 - The application was not signed.
 - No reason was given on this application or the reason was not acceptable.
 - No payment was attached for the tax due on Form 5330.
 - Other ▶

A 10-day grace period is granted from the date shown below or the due date of the return, whichever is later. (You must attach a copy of this form to each return you file that is granted a grace period.)

(Date)

(Director)

By: _____

Applicants for extension of Form 5330: Complete if you want this Form 5558 returned to an address other than the address shown above.

Please Print or Type	Name NATIONAL RETIREMENT SERVICES, INC- PENNY WRIGHT	
	Number, street, and room or suite no. (If a P.O. box, see instructions.) 3030 OLD RANCH PARKWAY, SUITE 400	
	City or town, state, and ZIP code SEAL BEACH, CA 90740-2752	

**SCHEDULE P
(FORM 5500)**

**Annual Return of Fiduciary
of Employee Benefit Trust**

This schedule may be filed to satisfy the requirements under section 6033(a) for an annual information return from every section 401(a) organization exempt from tax under section 501(a).

Filing this form will start the running of the statute of limitations under section 6501(a) for any trust described in section 401(a) that is exempt from tax under section 501(a).

▶ File as an attachment to Form 5500 or 5500-EZ.

Department of the Treasury
Internal Revenue Service

Official Use Only

OMB No. 1210-0110

2000

**This Form is Open to
Public Inspection.**

For trust calendar year 2000 or fiscal year beginning 07/01/2000 and ending 06/30/2001

1a Name of trustee or custodian

FIRST AMERICAN TRUST CO

b Number, street, and room or suite no. (If a P.O. box, see the instructions for Form 5500 or 5500-EZ.)

P. O BOX 267

c City or town, state, and ZIP code

SANTA ANA CA 92702

2a Name of trust

PLACENTIA LIBRARY DISTRICT OF ORANGE COUNTY MONEY PURCHASE PENSION TRU

b Trust's employer identification number 33-6002913

3 Name of plan if different from name of trust

PLACENTIA LIBRARY DISTRICT OF ORANGE COUNTY MONEY PURCHASE PENSION

4 Have you furnished the participating employee benefit plan(s) with the trust financial information required to be reported by the plan(s)?

Yes No

5 Enter the plan sponsor's employer identification number as shown on Form 5500 or 5500-EZ

95-3197792

Under penalties of perjury, I declare that I have examined this schedule, and to the best of my knowledge and belief it is true, correct, and complete.

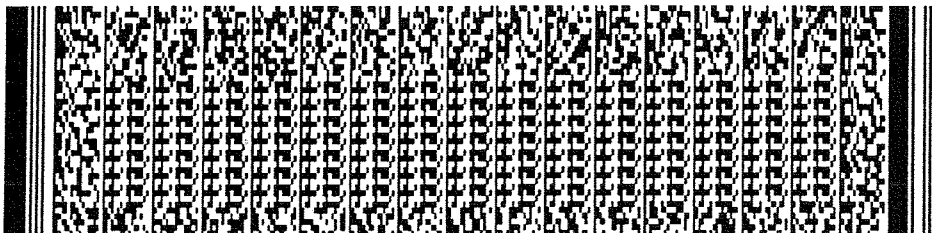
Signature of fiduciary ▶ *Elizabeth D. ...*

Date ▶ Nov 22, 2001

For the Paperwork Reduction Notice and OMB Control Numbers, see the instructions for Form 5500 or 5500-EZ.

v3.2

Schedule P (Form 5500) 2000



TO: Elizabeth D. Minter, Library Director
FROM: Elisa Herrera-Thomas, Administrative Assistant
DATE: January 16, 2002 *ELH*
SUBJECT: **Reinvestment of Certificates of Deposit**

BACKGROUND:

Over ten years ago, Certificates of Deposit were established for backup emergency funds to be used primarily in the event of a payroll shortfall. The certificates are held in amounts of \$5,000 and \$2,500, so that in the event a withdrawal was necessary, the required funds could be withdrawn without disturbing the entire investment.

These Certificates of Deposit have an annual maturity date of January 21. The District has ten days from that date to make alternate decisions for the investment of these funds. The Certificates of Deposit are currently held at Wells Fargo Bank, Placentia. The \$2,500.00 and \$5,000.00 CDs earn an interest at the rate of 4.39% which is rolled into a Savings Account at the same institution. Currently, the savings account is earning .40% interest. The Certificate of Deposit rate quoted to Administrative Assistant Wendy Goodson in January 2001 was 5.20%; the Savings Account rate was quoted at 2.00%. Wells Fargo Bank has no explanation of why the percentages being paid are different from the ones reported by Ms. Goodson.

Account numbers and values of the Certificates of Deposit are as follows:

174445018	\$5,000.00	174445022	\$2,500.00
174445019	\$5,000.00	174445055	\$2,500.00
174445020	\$5,000.00	174448482	\$2,500.00
174448483	\$2,500.00	2009199969	\$10,000.00
0289972069	Savings \$3,989.36		

**COMPARISON OF INTEREST RATES ON CERTIFICATES OF DEPOSIT
AS OF JANUARY 16, 2002**

Financial Institution	Current Rate	Savings Rate	Penalty for Early Withdrawal
Wells Fargo Bank	1.73%	1.75%	3 months interest (90 days)
United California Bank (formerly Sanwa Bank)	2.27%	1.00%	1 month interest
Fullerton Community Bank	2.63%	2.60%	3 months interest (90 days)
Cal Fed Banking	2.95% 3.00	2.20%	3 months interest (90 days)
Downey Savings and Loan Association	2.80%	1.25%	3 months interest (90 days)
Fidelity Federal Bank	2.02%	1.51%	6 months interest (180 days)
Washington Mutual	2.20%	.74%	3 months interest (90 days)

RECOMMENDATION:

1. Determine where to invest the Certificates of Deposit.

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees

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

SUBJECT: Report on Civic Center Authority Meeting on January 2, 2002 to Review Signage Recommendations and Budget for the Civic Center Renovation Project

DATE: January 16, 2001

BACKGROUND

A Civic Center Authority Meeting was held on Wednesday, January 2, 2002 to review the signage recommendations and budget. The Agenda is Attachment A.

The Commission agreed to the District's request that the "Reserved Parking" signs be allocated directly to the City and District rather than shared. The result of that budget change is indicated below:

	Dec 5, 2001 Proposal	Jan 2, 2002 Proposal
Shared Signage	\$34,495.27	\$28,682.14
District Signage	9,015.64	9,586.64
City Signage	12,548.76	17,973.26
TOTAL	\$56,059.67	\$56,242.04
District Total	\$26,263.28	\$23,927.71

The signage quote for January 2, 2002 is Attachment B.

The District's representatives also requested that additional work be done by the signage contractor on the "Illuminated Hours ID sign" that faces the parking lot. A representative from John Bishop Design estimates that a replacement sign, attached to the Library Building rather than the HVAC equipment wall will cost approximately \$1,500. The proposals have already included \$568.75 to upgrade just the header for this sign and it is unclear whether this amount is included in the \$1,500 estimate. A representative from John Bishop Design will be present at the Library Board meeting to review the options for the "Illuminated Hours ID sign".

RECOMMENDATION

Take action as determined by Library Board.

*Jan 2 Proposal with
addition of ID sign
as proposed by John Bishop Design*





PLACENTIA CIVIC CENTER AUTHORITY

401 E. Chapman Avenue
Placentia, CA 92870

AGENDA

WEDNESDAY, JANUARY 2, 2002

8:00 A.M.

Public Works Meeting Room

- ROLL CALL:** Comissioners Castner, Lowe, Shkoler, Underhill, Wood
- ORAL COMMUNICATIONS:** At this time the public is invited to address the members of the Placentia Civic Center Authority concerning any items on the agenda.
- MINUTES OF PREVIOUS MEETING:** Minutes of the meeting of December 11, 2001
- OLD BUSINESS:** Chris Becker - Civic Center signs quote
Chris Becker - Bell Tower carillon
- ADJOURNMENT:**

I, Steven L. Brisco, Secretary of the Placentia Civic Center Authority, hereby certify that the agenda for the January 2, 2002 meeting of the Placentia Civic Center Authority was posted on December 28, 2001.

A handwritten signature in cursive script, appearing to read "Steven L. Brisco".

Steven L. Brisco
Secretary



JOHN BISHOP DESIGN INC.
 Environmental Graphics & Signage

January 2, 2002

Chris Becker
 City of Placentia

Via Fax: 714.528.4640

Re: City of Placentia

Thank you for the opportunity to provide you with the following budget.

REVISED QUOTE: 1117-01

Item	Quan.	Description	Unit Cost	Price
1	2	SHARED SIGNAGE Type 3: Illuminated Street ID With Stone Base	\$4,015.00 Tax Install TOTAL	\$8,030.00 \$602.25 <u>\$3,400.00</u> \$12,032.25
2	1	Type 4: Civic Center Monument	\$650.00 Tax Install TOTAL	\$650.00 \$48.75 <u>\$300.00</u> \$998.75
3	3	Type 8/8A/8B: Directionals	\$310.00 Tax Install TOTAL	\$930.00 \$69.75 <u>\$600.00</u> \$1,599.75
4	2	Type 9: Legal Notices	\$785.00 Tax Install TOTAL	\$1,570.00 \$117.75 <u>\$400.00</u> \$2,087.75
5	3	Type 10: Stop Signs - 2'-0"	\$435.00 Tax Install TOTAL	\$1,305.00 \$97.88 <u>\$750.00</u> \$2,152.88
6	3	Type 10A: Stop Signs - 1'-6"	\$615.00 Tax Install TOTAL	\$1,845.00 \$138.38 <u>\$750.00</u> \$2,733.38
7	3	Type 11/11A/11B: Secondary Stop ID	\$215.00 Tax Install TOTAL	\$645.00 \$48.38 <u>\$750.00</u> \$1,443.38
8	2	Type 12: Do Not Enter Signs	\$160.00 Tax Install TOTAL	\$320.00 \$24.00 <u>\$400.00</u> \$744.00

FIXED



9	6	Type 15: Handicap Parking	\$275.00	\$1,650.00
			Tax	\$123.75
			Install	<u>\$570.00</u>
			TOTAL	\$2,343.75
10	6	Type 16: Pole Mounted Miscellaneous Si	\$275.00	\$1,650.00
			Tax	\$123.75
			Install	<u>\$570.00</u>
			TOTAL	\$2,343.75
11	4	Type 17: Pole Mounted Information Sig:	\$275.00	\$1,100.00
			Tax	\$82.50
			Install	<u>\$480.00</u>
			TOTAL	\$1,662.50
12	Lot	Demolition of existing signs	Labor Only	\$1,000.00
			TOTAL	\$28,682.14
		<u>LIBRARY SIGNAGE</u>		
1	2	Type 2A: Bldg ID Letters "Library"	\$680.00	\$680.00
			Tax	\$51.00
			Install	<u>\$300.00</u>
			TOTAL	\$1,031.00
2	2	Type 6: Refurbish Existing Letters	\$495.00	\$990.00
			Tax	\$74.25
			Install	<u>\$500.00</u>
			TOTAL	\$1,564.25
3	1	Type 7/7A: Building Address	\$275.00	\$275.00
			Tax	\$20.63
			Install	<u>\$150.00</u>
			TOTAL	\$445.63
4	2	Type 13A/13B: Delivery Signs	\$200.00	\$400.00
			Tax	\$30.00
			Install	<u>\$200.00</u>
			TOTAL	\$630.00
5	3	Type 18/18A: Book Return	\$105.00	\$315.00
			Tax	\$23.63
			Install	<u>\$240.00</u>
			TOTAL	\$578.63
6	2	Type 19: Illuminated Hours ID	\$125.00	\$250.00
			Tax	\$18.75
			Install	<u>\$300.00</u>
			TOTAL	\$568.75
7	1	Type 20: Wall Mounted Display Boards	\$2,985.00	\$2,985.00
			Tax	\$223.88
			Install	<u>\$465.00</u>
			TOTAL	\$3,673.88



8	1	Type 22: Book Sale Entrance	\$380.00 Tax Install TOTAL	\$380.00 \$28.50 <u>\$115.00</u> \$523.50
9	2	Type 14: Reserved Parking	\$140.00 Tax Install TOTAL	\$280.00 \$21.00 <u>\$270.00</u> \$571.00
			TOTAL	\$9,586.64
<u>CITY HALL SIGNAGE</u>				
1	1	Type 2: Bldg ID Letters "City Hall-Polit	\$1,355.00 Tax Install TOTAL	\$1,355.00 \$101.63 <u>\$370.00</u> \$1,826.63
2	2	Type 6: Refurbish Existing Letters	\$495.00 Tax Install TOTAL	\$990.00 \$74.25 <u>\$500.00</u> \$1,564.25
3	2	Type 7/7A: Building Address	\$275.00 Tax Install TOTAL	\$550.00 \$41.25 <u>\$300.00</u> \$891.25
4	1	Type 13: Loading & Unloading	\$285.00 Tax Install TOTAL	\$285.00 \$21.38 <u>\$100.00</u> \$406.38
5	2	Type 20: Wall Mounted Display Board	\$2,985.00 Tax Install TOTAL	\$5,970.00 \$447.75 <u>\$930.00</u> \$7,347.75
6	2	Type 21/21A: Gate Signs	\$150.00 Tax Install TOTAL	\$300.00 \$22.50 <u>\$190.00</u> \$512.50
7	19	Type 14: Reserved Parking	\$140.00 Tax Install TOTAL	\$2,660.00 \$199.50 <u>\$2,565.00</u> \$5,424.50
			TOTAL	\$17,973.26
			PROJECT TOTAL	\$56,242.04



NOTES:

1. Delivery: 35 - 40 Working Days upon receipt and approvals.
2. Terms: 25% Deposit, 50% prior to installation.
3. Not responsible for damage to existing finishes.
4. Quote valid for 90 days.

*A service charge of 1.5% per month will be charge
Collection Costs and attorney's fees are the sole responsi

Thank you for this opportunity to be of service. If you
contact me at 714.986.1646.

JOHN BISHOP DESIGN
Marci Modesitt

Marci Modesitt
Signature

1-2-02
Date

signed quote, permits, deposit
ance due upon completion.
or wallcoverings

all accounts past 30 days. All
of the customer.


ny questions, please feel free to

OF PLACENTIA
ecker

Signature

Date

Agenda Item 29

TO: Elizabeth Minter, Library Director
FROM: Jim Roberts, Public Services Manager/Literacy Coordinator 
DATE: January 9, 2002
SUBJECT: Selection of contractor for Literacy Department remodeling.

BACKGROUND:

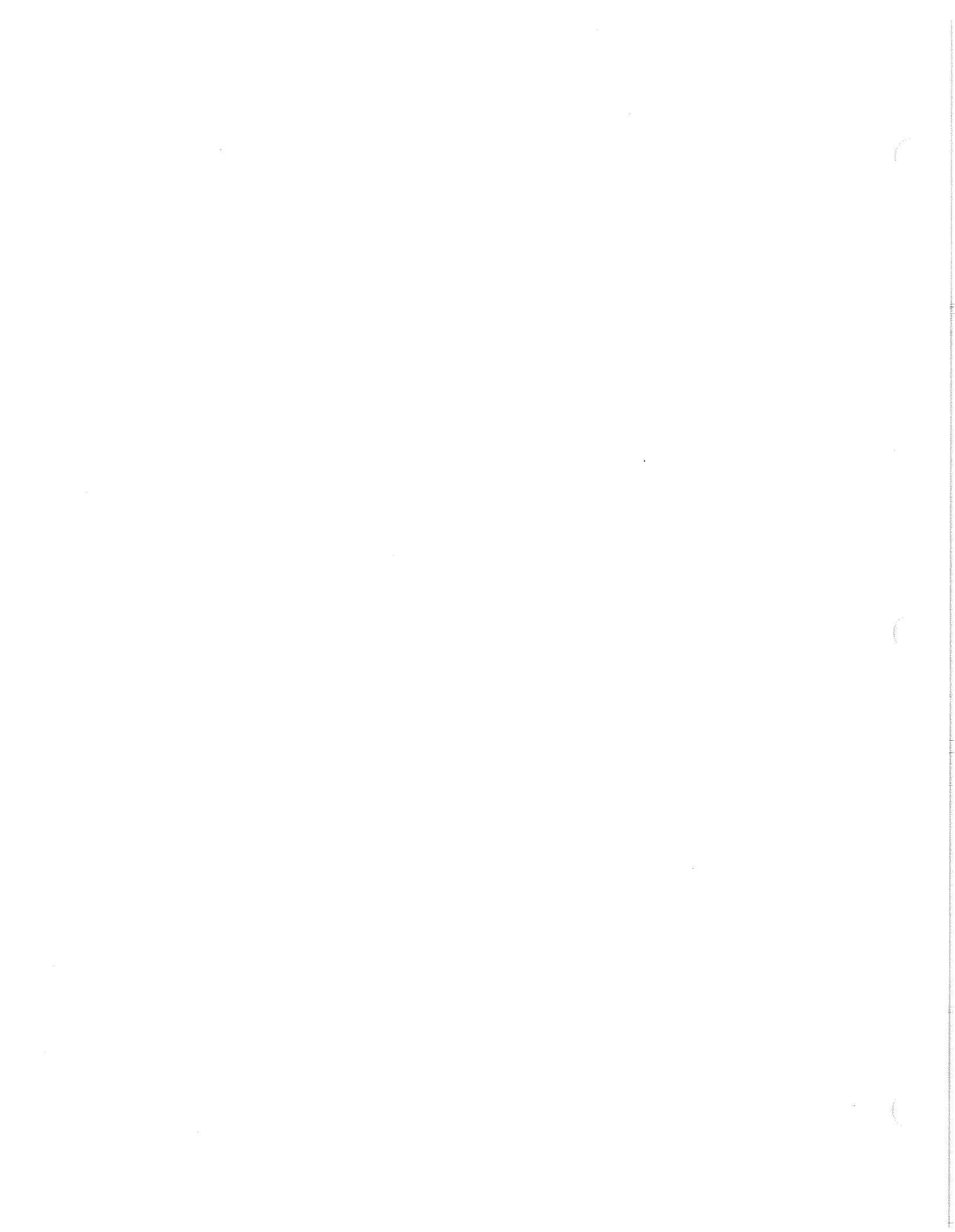
The ELLI Grant provides \$13,000 to remodel the literacy area. Robert Borders & Associates provided the architectural plan.

DISCUSSION:

Subsequent to accepting the floor plan, we contacted Premier Contractors before the holiday break and requested a bid on the construction. I contacted Premier Contractors on this date and was informed that the bid was being finalized but was not ready. I am also in the process of contacting another contractor, Pacific Decorating Centers, to get a second bid.

RECOMMENDATION:

That we present the bid/s at the January 16 meeting for Board action.



Agenda Item 30


TO: Elizabeth Minter, Library Director
 FROM: Jim Roberts, Public Services Manager *JR*
 DATE: December 10, 2001
 SUBJECT: Program Committee Report for the month of November.

DEPARTMENT	NUMBER OF PROGRAMS	NUMBER OF ATTENDEES
<i>ADULT SERVICES</i>	0	0
<u>TYD Total</u>	0	0
 <i>CHILDREN'S SERVICES</i>		
Wed. PM Story Times	0	0
Thurs. AM Story Times	0	0
3-4 year-old music times	0	0
5-6 year-old music times	0	0
Lapsits	0	0
Class tours	2	48
Comm Center Storytimes	0	0
Head Start Storytimes	0	0
TOTAL FOR OCTOBER	2	<u>1,179</u>
YTD TOTAL	208	<u>4,936</u>

<i>LITERACY SERVICES</i>	<i>Dec 2001-02 FY 2001-02 YTD</i>	
Total Tutors	158	165
Total Students	220	259
Total Hours	1,110	7,798

For more detailed literacy statistics, see Agenda Item 32, page 2 of 2.

TO: Elizabeth Minter, Library Director

FROM: Jim Roberts, Public Services Manager 

DATE: January 9, 2002

SUBJECT: **Placentia Library Literacy Services (PLLS) Activities Report for the month of November.**

Tutor Training. The Literacy Coordinator conducted two tutor training workshops during December and eleven tutors were trained, seven adults and four teens. All eleven new tutors are matched and tutoring in the Library. The next tutor training is scheduled for January 6, 2002.

Families for Literacy (FFL) Program Status. We had one new family begin in December. We now have eight families in the FFL component.

Rotary Reading Assistance Program (RRAP) Continues. RRAP, a partnership with the Placentia and Yorba Linda Rotary Clubs, the Placentia/Yorba Linda Unified School District (PYLUSD), and the Library, continued in December. So far, we have trained more than 120 high school volunteers for this school year. RRAP offers high school students the opportunity to get community service hours by volunteering at local elementary schools. Placentia Library's Literacy Coordinator developed the training for the program last year.

Yorba Linda Library Joins the RRAP Partnership. Several of the elementary schools in the Placentia/Yorba Linda School District, schools that Esperanza High School RRAP volunteers have signed up for don't have after school programs. Since the Yorba Linda Library is closer to these schools, it is easier for the RRAP volunteers and the students to meet there. Through the efforts of Yorba Linda Rotarian Jeff White, RRAP tutors and students have tutoring space in the Children's Department on Monday and Tuesday from 4-8 PM. A special thanks also goes out to City Librarian CarolAnn Tassios and Children's Librarian Danis Kreimeier for becoming a RRAP partner and providing space in the Yorba Linda Library for the RRAP Program.

Reach Out and Read Partnership Continues. In November, the Placentia Library Literacy Services continued its partnership with St. Judes Medical Center and the Reach Out and Read Program, a pediatric-based literacy program. We want to continue to especially recognize one of our volunteers, Diane Martlo, who goes to the Whitten Center in Placentia on Monday mornings and reads to children in the waiting room while they are waiting to see the St. Judes pediatric staff.

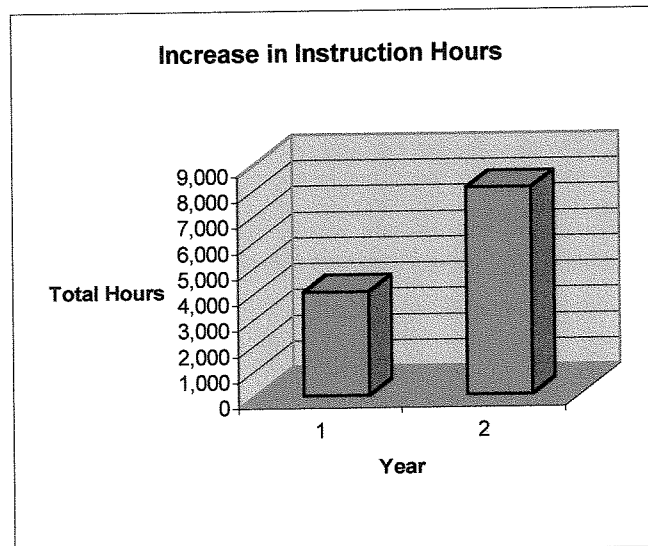
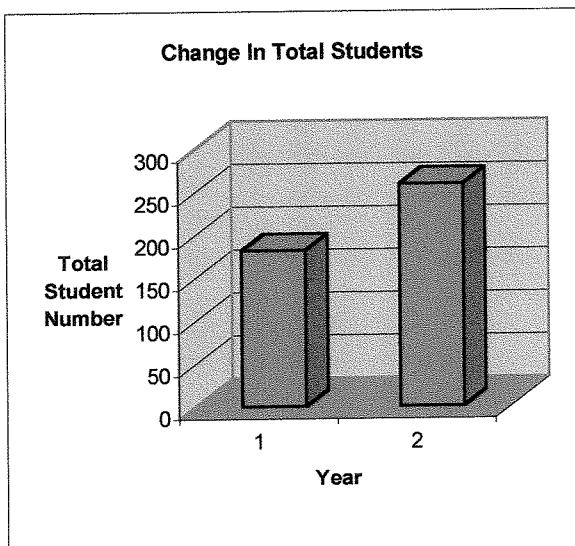
English Language and Literacy Intensive (ELLI) Program Update. We are now working with approximately 50 kindergarten students at Ruby Drive Elementary through the ELLI Program. Another group of 50 kindergarten students will start receiving tutors in their classroom within the next several weeks. Within the next two weeks we will begin working with about 65 additional students, kindergarten through 6th grade, also at Ruby Drive. We are in the process of placing tutors with 32 5th and 6th grade students at John Tynes Elementary, and will be providing tutors for another 50 students whose parents attend ESL classes at Tynes. The staff at Rio Vista Elementary is currently preparing a list of 1st and 2nd graders who need tutors in their classrooms. This list should be completed within a week to ten days, at which point ELLI tutors will be provided.


Literacy statistics. See Agenda Item 32, Page 2 of 2.

Placenta Library Literacy Services

Report of Growth and Progress

	Dec 2000-01	Dec 2001-02	YTD 2000-01	YTD 2001-02
Tutors:				
Adult	81	101	87	103
Teen	31	57	35	62
Hours Instruction	645	1,110	4,011	7,798
Other Volunteer Hours	24	36	224	224
Total Hours	698	1,505	4,235	8,022
Training Workshops				
Workshops Held	1	2	11	12
Tutors Trained	10	11	69	63
Students				
With Adult Tutors	97	153	119	163
With Teen Tutors	37	51	46	85
In Groups	12	16	14	28
Total Active Students	146	220	182	259
Families for Literacy				
Family Students	11	16	11	24
Family Tutors	8	12	44	16
Hours of Instruction	16	68	16	268
Total Tutors	111	158	152	165
Total Students	144	220	182	259
Total Instruction Hours	645	1,110	4,011	8,022



TO: Elizabeth Minter, Library Director
FROM: Frank Frizell, Webmaster 
DATE: January 9, 2002
SUBJECT: Placentia Library Web Site Development Report for the month of
December.

Our web service provider did not produce statistics for the month of December. We will provide web site statistics for December and January in our next report.

TO: Elizabeth Minter, Library Director

FROM: Jillian Rakos, Volunteer Coordinator

DATE: January 16, 2002

SUBJECT: Publicity materials produced for December 2001

Information on the Placentia Library cable channel #53:

1. Welcome to Placentia Library, address, website & telephone number.
2. Library Hours
3. Library Board of Trustees
4. Parenting Classes
5. Apply for your passport at Placentia Library
6. Literacy Services logo
7. Literacy Program asking for volunteers
8. Friends of Placentia Library Bookstore offering great bargains
9. Special Back Room Book Sale Every 2nd Sunday.
10. Passport Hours
11. Library will be closed Sunday – Monday, February 17 – 18, 2002 for President's Day.

Newspaper articles published:

1. Placentia- Marking 75 Years (4 pages long including a timeline).
2. Library Friends to sell discount books.
3. County library position filled.
4. Lapsit stories.
5. Placentia Employee of the Year.
6. Library launches new program.
7. Fictitious Business Name Statement.
8. Orange needs library space Gary Granville not seeking re-election.
12. Library wants to fill local history gaps.
13. City Hall and library holiday schedules.

Flyers and Notices:

1. Thank you cards, Library bookmarks, and ID cards are sent out.
2. Library Christmas Party flyer.

PLACENTIA - marking 75 years

People remain the constant through city's change and growth.

By Karen Robes
Placentia News-Times

In a town with the motto "The People Are the City," Placentia has survived segregation, the demise of its agricultural industry and rapid population growth. Yet it was the people who really shaped the town.

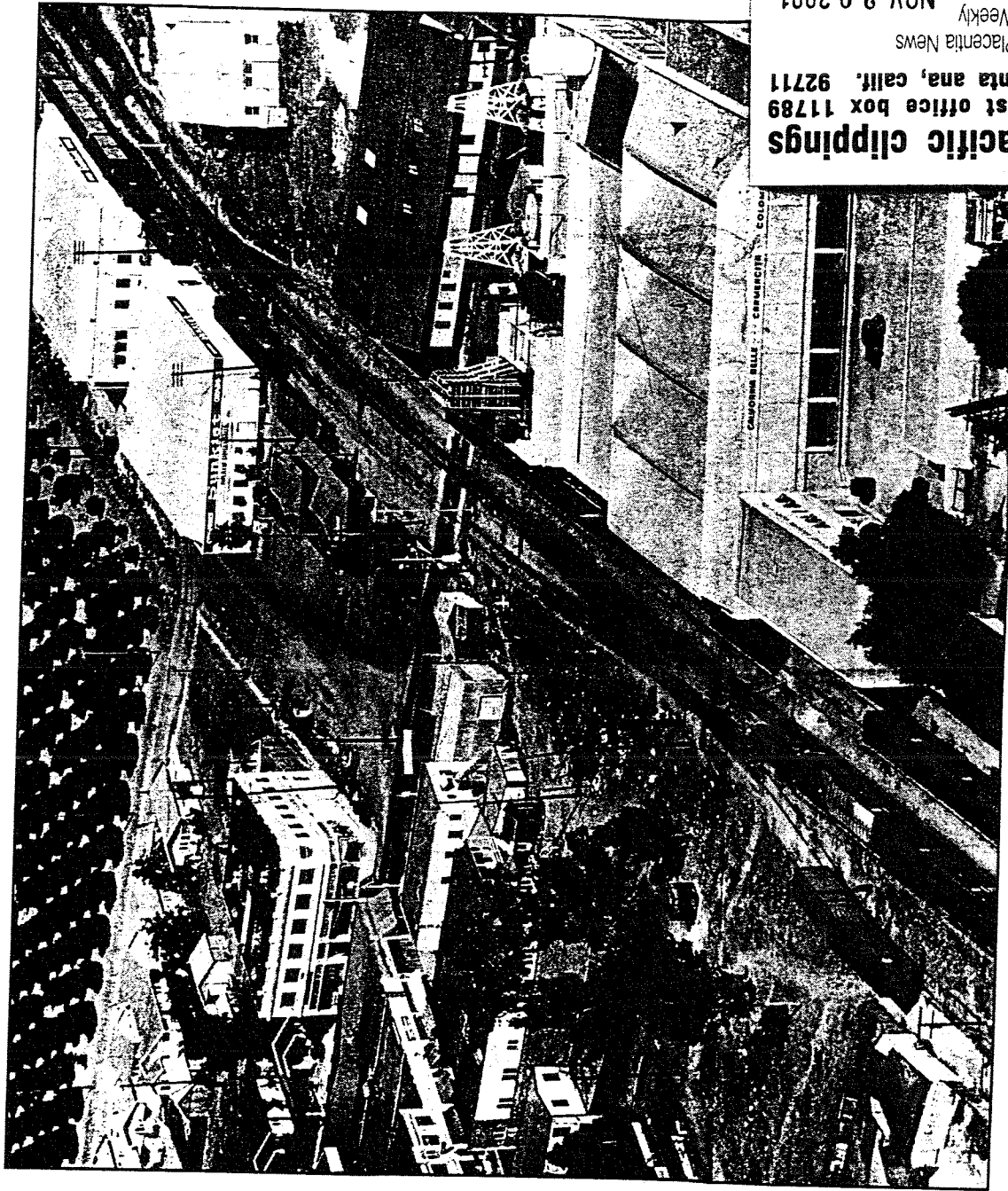
Calling on residents' recollections, we use their eyes to relive Placentia's past. It was the orange industry that put Placentia on the map.

Madeline Gonzalez remembers picking oranges in the 1940s. From 7 a.m. to 5 p.m., the 15-year-old, her cousins and friends would wrap each globe in tissue, packing it into crates they loaded onto conveyor belts.

"There were no other means of livelihood. There wasn't a lot of opportunities for us."

Her years in the packing-house prodded Gonzalez to earn her Valencia High School diploma and speak out for her children's education. She went to night school and became a data processor.

"I felt like I could do something else and strive for something better," she said. "I'm



Courtesy of Placentia Library

OLD TOWN PLACENTIA, as seen in 1920s view looking east on Santa Fe Avenue, with orange groves and Sunkist packinghouse at top.

PLACENTIA'S 75TH ANNIVERSARY

1000 9 2 9 2001
Weekly
Placentia News
post office box 11789
santa ana, calif. 92711
pacific clippings

Agenda Item 34
Page 2 of 11

Thursc

Please see YEARS Page 16

NOV 29 2001

Pacific Clippings
post office box 11789
Santa Ana, Calif. 92711
Placentia News

PLACENTIA

...so important (they) give sense of belonging cooperatively, do something the benefit of the community. Two people can do more than what one person can accomplish."

SHARLEY BAKER
President
Placentia Round Table
Women's Club

"The Old Town was Placentia, the birth of the city. It's a vital part of Placentia. I feel fortunate that we still have our cultural and historical traditions."

We will continue to be active in the community and try to be involved in everything."

ROSALINA DAVIS
President
Placentia Santa Fe
Merchants Association

"Placentia has always been a family community that cares about its kids. The annual support of its schools is a characteristic of Placentia has been community supported schools. The teachers, staff, and administrators and parent volunteers are working hard to maintain the quality education of our schools."

OLAV T. OLSON
Board member
Placentia-Torja Linda
Unified School District

Keepsake section

To help Placentia celebrate its 75th anniversary as a city, the Placentia News-Times provides this memento for you to pull out and enjoy.

All stories are by Placentia reporter Karen Robes, who talked with many folks in town to gather memories and photographs from yesterday and today - including a variety of views and images.

Thanks to everyone who gave their time and dug through photo collections to contribute to our efforts.

It's party time at Bradford Park

It will be the reunion of a lifetime. New will meet old. North and south neighbors will embrace.

Thousands will gather from noon to 4 p.m. Sunday at Bradford Park to rejoice in celebrating a major milestone: the city's 75th anniversary.

"We're looking forward to a great day," said Steve Pischel, community services director.

The party will kick off with the acknowledgement of former mayors and descendants of the city's founding families. At 1:45, city officials will rededicate a time capsule that was buried in 1976, as part of the city's 50th birthday. It contains the first City Council minutes, orange crate labels and other items. The capsule will not be opened until 2026 - for the 100th celebration.

Mariachi bands and the Placentia Community Band will provide entertainment starting at 2, and Santa Claus will make



The official 75th anniversary logo was designed by resident and artist Vincent Kerber and posted all around town.

A guest appearance about 3. All food and entertainment will be free.

Children may have their faces painted, climb into bounce houses and enjoy balloons. And there'll be hot dogs, cotton candy, popcorn and drinks.

Shuttle service will provide rides between Bradford Park, 136 E. Palm Circle, and parking lots at two spots:
► Backs Community Building, 200 N. Bradford Ave.
► Valencia High School, 500 N. Bradford Ave.

The anniversary celebration will culminate at 7:30 p.m. Tuesday for a commemorative City Council meeting at City Hall, 401 E. Chapman Ave. Former mayors will attend the session. And a birthday cake will be presented - with 75 candles, of course.

For more information, call 993-8232.

Looking to the past

There have been lots of changes in Placentia in the 75 years since cityhood. Citrus trees were axed. Packinghouses closed. Hundreds of homes were being built and the city's population grew from 800 in 1926 to today's 47,619.

And there's many more changes planned for coming years.

As envisioned, new schools would come on the scene, train tracks would run through trenches and a redevelopment project in Placentia's Old Town would come to fruition.

In these projects, officials will study the city's history and its struggles for future guidance and inspiration.

As the city looks ahead to its 100th birthday, civic leaders and residents provide a picture of Placentia as they see it in the next 25 years.

Carol Gallo, Chamber of Commerce executive director: "We've come a long way and I see a lot of positive things that happened in the past.

"Before we reach the 100 mark, we'll probably see some drastic changes. I think it's the people that make the city, no matter what happens in the future. We'll still have a great community."

"Transportation will be a major issue in Southern California. Also, by looking at the city's present agenda, I hope the city accomplishes its goals for the Placentia Santa Fe area. It will be a great source of pride and revenue for the city."

Cris Lowe, Placentia mayor: "I see a strong downtown and the recapture of the warmth and hometown nature of Placentia, while creating a regional destina-



PLACENTIA TODAY - looking no packed with homes, schools, busin

tion location for consumers and tourists.

"I see a heightened level of pride, tradition and excellence in the community recognized by its citizens."

"We have some considerable projects that we expect to com-

Best for the future

The one thing that will not change is the power of the classroom teacher. The role of teacher is so important in a child's development - academically, socially and emotionally. We rely on our great teachers for that.

"What will be different will be the students' interaction with technology. This access to information will be an integral part of daily learning. Classrooms will have better equipment, more multimedia.

"The good part is that we're paving the way for all that, with the bond measure and the planning. We hope that 75 years from now, the next generation of children will be able to marvel at the facilities we have."

Bill Zavala, community activist "I first started to reflected on this question as I noticed several young children of various ethnic backgrounds playing together, laughing and having such a great time.

"Twenty-five years from now, I see a leaning toward a yearning to be a closer-knit community, which return to the values of 50 years ago. Churches, schools and our friendly neighbors will again emerge as major influences.

"Presently in Placentia, we have a unique opportunity to pave a good road for the future of all Placentia people to co-exist in harmony, love and peace.

"It may become bumpy at times. But for me, I only need to reflect on the various smiling faces of children to reassure myself that things will be fine for us in the future.

"Together, we Placentians, past and present, will make sure of it."



Courtesy city of Placentia

th toward Kraemer Park - is
sses and industrial buildings.

plete in the next five to 10 years
and 25 years from now.

"I'd like people to look back
with pride, to see that the com-
munity they live in is rich in
beauty, excitement and history."

Dennis S
Placentia-Yorba
Linda school
superintendent



Christopher Wagner / Placentia News-Times

EILEEN HUNT displays city's 75th anniversary promotional items.

Proclaiming the big '75'

From posters to commemorative events, the city, businesses, clubs and others are doing what they can to take note of Placentia's 75th birthday. It was incorporated Dec. 2, 1926.

T-shirts, toys and pins sporting big 75s have been all the rage in town this year. Here is a sample of what's available:

- ▲ Lapel pins - The Community Services Department and Cultural Arts Commission are selling limited-edition pins with anniversary log, at \$3 each
- ▲ Teddy bears - The department and commission are also sponsoring the sale of plush beanbag bears, priced at \$10, that boast the All America City emblem.
- ▲ Commemorative plates - plates -

Placentia Round Table Women's Club and Building Bridges to Placentia's Past are selling envelopes, for \$2.50, with 75th anniversary commemorative postmarks. Proceeds will benefit Christmas Clearing Bureau recipients.

▲ License plate frames - Alfa International Inc. is offering commemorative frames with the anniversary logo and the wording: "A Pleasant Place." The price is \$10 and proceeds will benefit the Cathy Torrez Learning Center.

For information: lapel pins or toy bears, call Community Services at 993-8232; license plate frames, call 993-5546; envelopes see www.placentiaartwomensclub.org.

Voices of Placentia

Churches are there the community grow in a relationship with God. They make them kinder and more loving citizens and better neighbors, which makes them more ready to give of themselves in the community.

And churches provide a sense of belonging and cohesiveness in a community. There should be more of the same. Churches need to be available to the community. Churches should also be joining with the city in solving some of the social needs of the community.

— JOHN TEBAY
Pastor
Calvary Church

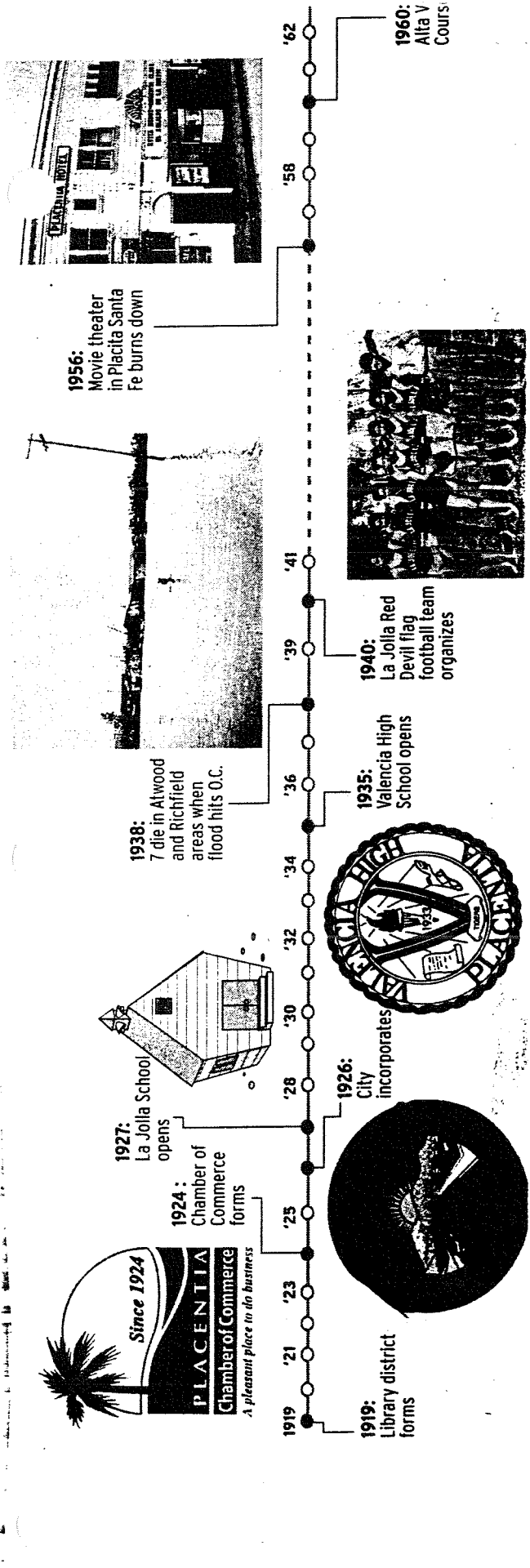
the businesses in Placentia on the train. This started out as a train with grades, trains and a railroad depot. Businesses were eliminated in establishing us as a town site.

Even in the last 10 years, we've worked in brick, in more business, especially in Placentia. It's been a community. Business will continue to be a vice of the community. Our Old town has something special. I'm not for certain guest.

— JOHN WALACE
President
Placentia Chapter
of Concerns

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NOV 29 2001

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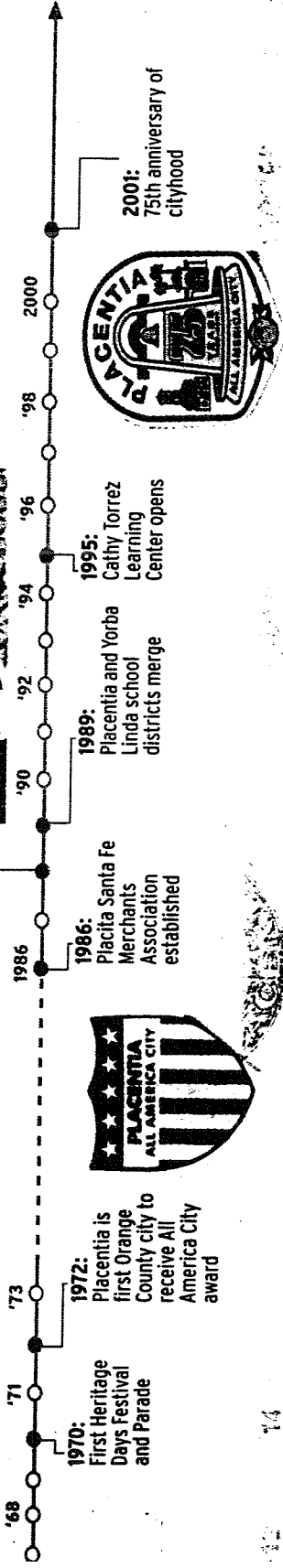


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 Weekly
 NOV 29 2001



1968: Placencia High School opens

1988: Swimmer Janet Evans wins three gold medals at Olympic Games



TODAY 332
Lapset stores and Story Times meet for the last sessions at Placentia Library, 411 E. Chapman Ave. Free. Call 528-1906, Ext. 212.
Advisory Committee on the Disabled meets at 6 p.m. at the Community Meeting Room, 401 E. Chapman Ave. Call 993-8117.

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NOV 29 2001

books, paperbacks and magazines at discount prices.
Books will be sold from 1 to 5 p.m. Dec. 9 and Jan. 13.
The library is at 411 E. Chapman Ave. Information: 528-1906.

Library friends to sell discount books

Friends of the Placentia Library will raise funds by selling second-hand hardcover

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NOV 29 2001

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Placentia News
Weekly
NOV 29 2001



1890: Albert Bradford builds Tesoro Rancho where he grows

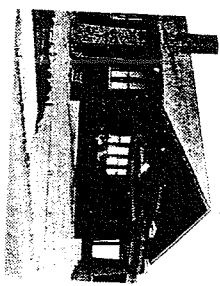
1870: Thyge Anderson plants first Valencia orange grove in Orange County in Placentia later it was purchased by C.C. Chapman



1894: First packinghouse opens in city for Placentia Orange Growers Association

1899: Wetzel's Store and Post Office, the city's first business, established by Hugo and Clara Wetzel, who leased the land for \$1 a month

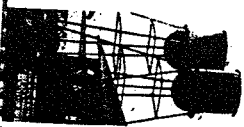
1902: Placentia Round Table Women's Club holds first meeting

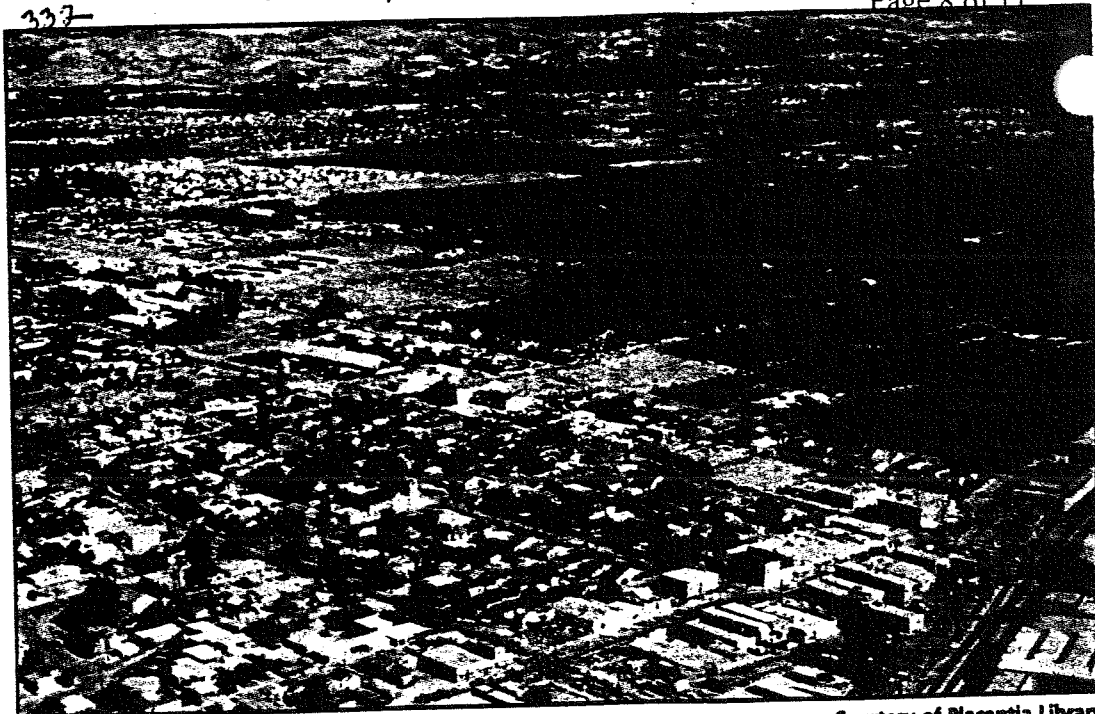


1912: Placentia Presbyterian church opens as city's first church

1910: Atchison, Topeka and Santa Fe Railroad extends its line from Fullerton to Richfield and Atwood

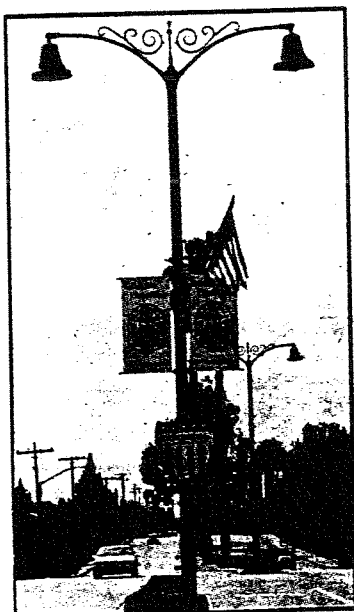
1914: Population reaches 500; water towers built





Courtesy of Placentia Library

A 1950s AERIAL photograph of Placentia captures a city in transition – with housing developments replacing orange groves. Below, today's landscape is dotted with city's 75th anniversary banners.



Chris Wagner / Placentia News-Times

75th

Happy birthday, Placentia

A year of anticipation is almost at an end, as civic leaders and volunteers wrap up plans for celebrating Placentia's 75 years as a city. Their gift to the community is a big bash Saturday afternoon in Bradford

Park – with free music and food. Our special four-page pull-out section offers a glimpse at landmark dates, key events and important people who have helped make Placentia the city it is today / Pages 13-16

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santa ana, calif. 92711

O.C. Reporter
Daily DEC 1 2 2001
335

**FICTITIOUS BUSINESS
NAME STATEMENT**
File No. 20016883765

The following person(s) is (are) doing
business as:

LILAC PROPERTY, 11682 Azalea Ave,
Fountain Valley, CA 92708.
Phuong-Dung V. Nguyen, 11682 Azalea
Ave, Fountain Valley, CA 92708.
Thanh-Ha T. Vu, 4330 Linden Ave, Long
Beach, CA 92708.

Duyen Touneh Vu, 5171 McFadden,
Huntington Beach, CA 92708.
This business is conducted by a general
partnership.

/s/ PHUONG-DUNG V. NGUYEN

This statement was filed with the County
Clerk of Orange County on November 20,
2001.

The registrant(s) commenced to transact
business under the fictitious business
name or names listed above on N/A.

NOTICE-This Fictitious Name Statement
expires five years from the date it was filed
in the office of the County Clerk. A New
Fictitious Business Name Statement must
be filed before that time.

The filing of this statement does not of
itself authorize the use in this state of a
Fictitious Business Name in violation of
the rights of another under Federal, State,
or common law (See Section 14400 et
seq., Business and Professions Code).

New Statement
12/12/01, 12/19/01, 12/26/01, 01/02/02
OR-3287818

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The Register
Daily DEC 1 4 2001

PLACENTIA 332
Employee of the Year: City
Administrator Robert
D'Amato announced
Wednesday that city ad-
ministrative secretary
Jamie Delos Santos is
this year's George J.
Koch Employee of the
Year. Santos began her
career in 1980 as a typist
clerk in the Public
Works Department. The
award is given to em-
ployees who exemplify
outstanding work.

-- Karen Robes
(714) 704-3796
krob@ocregister.com

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Capistrano Valley News
Weekly DEC 1 3 2001

Library launches new program

332
The Capistrano Valley News

The Friends of the Library have launched a
silent book auction.

Librarian Teri Garza said the auctioned
books are special titles selected from those do-
nated. They include women's books, those on
sports figures and hard-to-find titles.

The ongoing silent auction is just inside the
library's main doors; bidding on the current se-
lections closes on Dec. 22 - just in time for
Christmas.

The library is open every day but Friday.



JONATHAN VOLZKE/The Capistrano Valley News
THE GRINCH HAS been roaming the library but
he's bringing good things. Above, Children's Libra-
rian **Melissa Dolby** and the green guy talk to **Su
Burke's** San Juan Elementary School class, while,
left, **Natalie Dominguez**, 5, her sister **Jasmine**,
and mom **Martha**, check him out the library's new
silent auction just inside the front door.

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Saddleback Valley News
Bi-Weekly DEC 2 1 2001

County library position filled

332
The Orange County Public
Library has appointed Thea
Blair, former Senior Librarian
of Support Services for the
Mission Viejo Library, to
the position of Information
Systems Trainer.

Blair received her B.A. in
English and M.A. in Library
and Information Science
from the University of Iowa.
Having worked more than 13

years in the library profes-
sion, Blair has served as Cat-
alog Librarian for the
Orange Public Library, as
well as Adult Services Li-
brarian and Reader's Ad-
visor for the Anaheim Public
Library.

She has also worked as As-
sistant Product Manager and
Database Manager for
Auto-Graphics Inc., in Po-

mona, developing and ma-
naging a library information
system product's release,
and providing system prod-
uct training.

Blair, who enjoys surfing
the Internet and tending to
her miniature rose garden,
makes her home in Rancho
Santa Margarita with her
boyfriend, Dan Kelton, and
their two cats.

pacific clippings
 post office box 11789
 san jose, calif. 92711
 Vol 11, No 11
 Monday DEC 11 1988

Orange needs library space Gary Granville not seeking re-election

332
By Marjan Bavand Dunn
 Regular patrons of Orange's libraries are not likely to be surprised by the Library Master Plan Needs Assessment Report's conclusion that the city of Orange lacks adequate library facilities.

In a presentation made to the Orange City Council on November 27, City Librarian Nora Jacob commented that "existing facilities cannot fully meet current or future demand." 67% of library patrons surveyed felt that the need for more books and materials was important. Jacob explained that the libraries are, so limited by space that they are unable to grow the collection. For each item added, one item must be removed to make room. The population of Orange has grown 49% to 132,800 residents since the last library was built in 1978. That number is expected to rise to 140,620 by 2020 but will be greater if the proposed annexation area in East Orange is passed.

Currently, the city has three library buildings: the main library in Old Towne which serves the entire community and the El Modena and Taft branches. The Northeast portion of the

city is under-served according to the report.

The Needs Assessment Report is one element of the 20-year library master plan. In conjunction with a consulting group, city staff examined the libraries' existing service levels, building size, collection size, individual seating, computers, story telling space, community room capacity, group seating and parking and then developed a recommendation for standards for Orange library facilities.

- To meet the standards recommended, the city must increase:
- building space by 67,200-101,700 s.f.
- collection materials by 103,700-216,700 volumes
- seating by 156-296 seats
- computers by 84-119 units
- storytelling spaces by 90

"The results indicate that Orange is significantly below standards in public library facility space and in the materials and services possible to be provided in that limited space," noted Jacob.

The Assessment was a necessary step in the application process for State Library Bond Act funding. \$350 million is provided statewide for public library renovation.

Two Orange County supervisors are running unopposed in the March election following the Dec. 4 filing deadline and one prominent office holder, Clerk-Recorder Gary Granville of Orange Park Acres is not seeking reelection.

Supervisors Jim Silva and Tom Wilson are unopposed for reelection, as are Sheriff-Coroner Michael W. Corona, County Treasurer John Moorlach, Auditor-Controller David E. Sundstrom and William M. Habermehl.

County Superintendent of Schools, Granville, a Republican, disclosed he is not seeking reelection and is supporting Anaheim Mayor Tom Daly to take over the Clerk-Recorder job. Daly's tenure as mayor of Anaheim expires at the end of 2002.

However, election law provides that in contests where incumbents fail to seek reelection candidates for those posts have an additional five days in which to file their papers. That makes the deadline 5 p.m. Dec. 11.

As of last weekend, four candidates interested in replacing Granville had expressed interest in the post and were at various stages in preparing the necessary

papers. They are James S. Bone of Mission Viejo, Roberta J. Estrada of Garden Grove, Felix Rocha Jr. of Fountain Valley and Bruce Peoter of Irvine. It remained to be seen whether any of them will file their papers by Friday.

In the Third District supervisor's race, first term incumbent Cynthia Coad of Anaheim will face Fullerton City Councilman Chris Norby, a teacher at Brealinda High School. Coad, Supervisors Chuck Smith and Jim Silva have been battling Wilson and Third District Supervisor Todd Spitzer for many months on the El Toro issue which Spitzer and Wilson strongly oppose.

An interesting factor in this race is that Norby stoutly opposes an airport at El Toro whereas Coad has been a member of the trio of county supervisors who have strongly supported the controversial project.

District Attorney Tony Rackauckus, serving his first term, faces a tough battle against Wallace Wade, a prosecutor in his office who last week won the endorsement of his fellow prosecutors.

In other races: Incumbent County Assessor Webster J. Guilroy faces a single opponent, Larry L. Bates of Tustin.

Public Administrator William A. Baker did not seek reelection, giving potential seekers of that office five additional days in which to file candidacy papers. Vicki Landrus of Garden Grove and Oscar Gerza Jr. of Santa Ana had been preparing candidacy papers prior to last Friday. Appointed incumbent Ed Clark of Los Alamitos faces Alexandria A. Coronado of Cypress for a seat on the board of Area 2 of the Orange County Board of Education and the area 5 incumbent, Elizabeth Dorn Packer of Costa Mesa is being challenged by Dana Point resident Gregory A. Powers.

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Placentia News
 Weekly **DEC 20 2001**

LETTER TO THE EDITOR

Library wants to fill local history gaps

Yolanda Alvarez, who is responsible for the traveling exhibit, "Fire In The Morning" at the Bradford House ("Photo exhibit showcases Mexican Americans," Dec. 6) is to be admired.

She saw a need to showcase

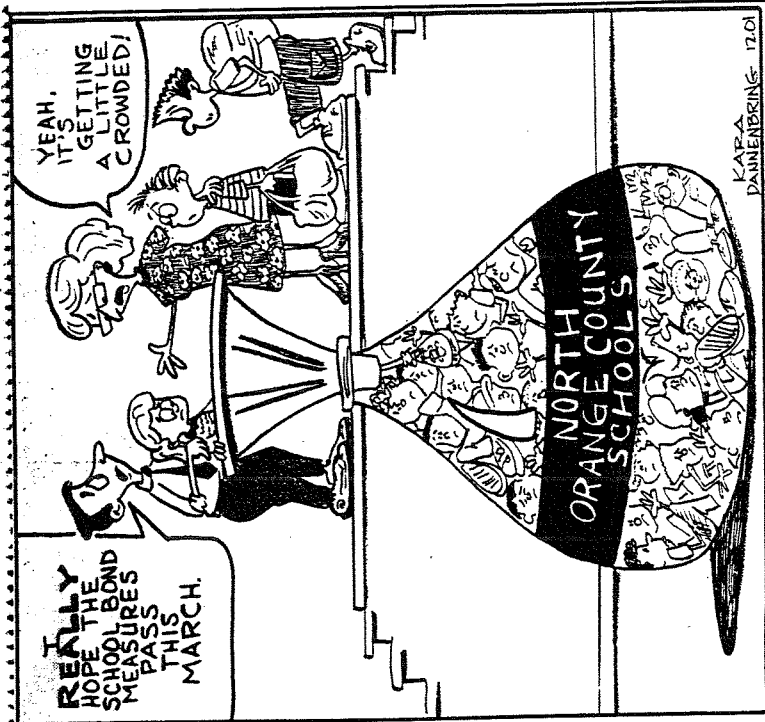
the contributions of Orange County's Hispanic citizens more completely.

Alvarez indicates the difficulty she encountered because little was available in public sources. Through her resourcefulness, she was able to create a very interesting and informative exhibit.

We who work in the Placentia Library History Room understand completely. We are aware that our collection represents only a portion of our community. Materials are woefully lacking to document the important contribution of our Hispanic and other ethnic groups.

The library's materials are donations from individuals, families and groups. We urge all members of our city, particularly the underrepresented groups, to donate items to the Placentia History Room - including maps, photographs, documents and letters - to be made available to patrons for research now and in the future.

If families wish to maintain



ownership of the materials, copies can be made and the originals returned. This is the manner in which historical collections develop.

With your response to this call for help, our History Room

will represent all its citizens.

Please call the library at (714) 528-1925, Ext.201, leave your name and number; you will hear from us.

PAT IROT
 Placentia

City Hall and library holiday schedules
 City Hall will be closed Tuesday and Wednesday and Jan. 1 for the holidays.
 The Placentia Library will close Sunday through Wednesday until Wednesday, New Year's Day pickups will change to Jan. 2.
 Also, residents can recycle their Christmas trees on the
 Call City Hall, 993-8117

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 Placentia News
 Weekly **DEC 20 2001**

337

pacific clippings

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Placentia News
Weekly **NOV - 8 2001**

A pleasant **APLACE**

A Pleasant Place is devoted to two pieces of good news. Call 704-3796 or fax ideas to 704-3714.

A new chapter for library volunteer

The California Special Districts Association recently named Placentia volunteer Peggy Dinsmore as statewide board member of the year at a presentation in Sacramento.

Dinsmore, 80, was nominated by the Placentia Library District's Board of Directors in recognition of her commitment to the fight against illiteracy in Orange County.

The former high school teacher and Pacific Security Bank retiree has been active in the Placentia Library for more than 20 years. While she was still working full-time, she dedicated two nights a week to tutoring nonreaders in the literacy program.

In 1979, she was elected to the local library board and served as president. During her tenure, she helped obtain books, relayed success stories and assisted with contests.

She also served on the California Association of Library Trustees and Commissioners board for 16 years. Before she moved to Placentia, Dinsmore volunteered many hours in her church library in Whittier.



**PEGGY
DINSMORE**

TO: Elizabeth Minter, Library Director
FROM: Katie Matas, Library Assistant *KLM*
DATE: January 16, 2002
SUBJECT: **Safety Committee report for December**

There was no safety committee meeting in December. The next meeting is scheduled for Wednesday, January 23, 2002 at 11:30 A.M.



CALIFORNIA
STATE LIBRARY
FOUNDED 1850

T H E C A L I F O R N I A S T A T E L I B R A R Y

CONNECTION

L I B R A R Y O F C A L I F O R N I A

ISSUE NUMBER 19
January 2002

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Counting California: government information access made easy

By Patricia Cruse

Content Development Manager, California Digital Library

Now that government information is distributed electronically instead of as printed text, private citizens, policymakers, and researchers who rely on quick access to government data are frustrated with the new system's high-tech complexity. The old, stable print materials have evolved into a constantly changing array of digital media, each with its own formats and access methods.

Similarly, preservation of historical data is at risk. Government agencies often mount new information on their websites, but do not have a system for preserving historical data as each update supersedes the previous one.

A concerned group of data specialists and government and public service librarians from various University of California campuses figured out an electronic solution to this significant electronic access problem. Working with a government information specialist from University of California's California Digital Library (CDL), this group developed a systematic and collaborative approach for managing government information. The group looked at six possible projects that UC campus librarians had outlined before choosing a special prototype online service that would allow the public to quickly browse data by topics, or focus, instead, on accessing city, county, or regional data gleaned from nearly a dozen information sources. They decided to call the online service *Counting California*.

Because the project is part of a collaboration between the CDL and the California State Library, *Counting California* (<http://countingcalifornia.cdlib.org>) is supported by the Library of California and federal Library Services and Technology Act (LSTA), which funds the project's continuing development.

One of *Counting California's* unique features is that it integrates disparate data from all levels of government. It folds data collections from different agencies into a single database in a format that a variety of end users can use. *Counting California* uses the Internet and digital library technologies so that California residents can easily access the growing range of social science and

e c o n o m i c
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f r o m
g o v e r n m e n t
a g e n c i e s . I t e n a b l e s
r e s e a r c h e r s a n d t h e
p u b l i c t o d i s c o v e r

Counting California

and interact with contemporary and historical census data, almanac-style statistics, county business data, and a range of education, crime, election, and demographic information from nearly a dozen different sources.

To get a feel for how *Counting California* works, consider the student or researcher who is interested in education statistics. He or she can search for information on education topics and find statistics on school enrollment and attendance. Searching further, this information can be broken down by county or city, ethnicity, or grade level. He or she can draw data from various sources or publishers whose statistics have been entered into the system, without worrying about the relevance of the data. Once the student or researcher has selected the information wanted, *Counting California* can map it or display it as a bar chart.

So far, people using *Counting California* have liked it. One user found the online service useful in conducting community indicator research. She commented, "For years I have accessed state government sites and have been unable to easily download information on single counties or cities. While I have just begun using your site, it is a great improvement on what we have been using." Others like it as an information source for writing

Please see *Counting California*, page 3



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Library Bond Act status report

Program Regulations Approved!

The State Library received approval of both the Title 5 and Title 24 regulations with only minimal non-substantive changes. The regulations will officially go into effect shortly after the first of year now that they have been filed with the Secretary of State's Office. Public library jurisdictions may now move forward with their project applications, using these final regulations. To avoid confusion, it is strongly recommended that **any previous versions of the regulations be discarded at this time.**

The Office of Library Construction (OLC) staff, along with the State Librarian and Board, wishes to thank all participants who provided public comments over the last year. The program regulations have been significantly strengthened by your input. Further, the State Library believes the public library buildings built with Library Bond Act funds will be considerably better projects because of the field input and the resulting increased quality of the program requirements.

Copies of the "Final (Codified) Library Bond Act Regulations" for both Title 5 and Title 24 were mailed out from the OLC the week of December 10th to all individuals on the rulemaking mailing list. If you did not receive a copy of the regulations in the mail, they are available for downloading on the OLC website at the following address: www.olc.library.ca.gov/regs.asp.

Rulemaking List "Retired"

Individuals on the rulemaking mailing list will no longer receive mailings from the OLC since the rulemaking activity for the Library Bond Act of 2000 has ended with the approval of the Title 5 and Title 24 Library Bond Act regulations. You will remain on this mailing list if future rulemaking activities are required for any reason, but it is not currently anticipated that this will be necessary.

"OLC News Flash!" - An E-Mail Alert System

In the place of mailings, the OLC will keep interested parties informed of Library Bond Act program activities with a new e-mail alert system called "OLC News Flash!" If you have not already received an e-mail from the alert system and would like to receive e-mails via the system, please visit the OLC website at www.olc.library.ca.gov/news/newsflash.asp and subscribe to the system. Individuals who wish to keep current with program activities for the Library Bond Act are encouraged to subscribe to this new service offered by the California State Library.

The "News Flash" system is a "one-way" distribution list and not a discussion list or listserv. You cannot contact the OLC staff or others on the list by responding to the e-mail. However, OLC staff can be contacted by using "Staff Contacts by Activity" list at the following web address:

Telecomm meeting addresses challenges in 2002

Representatives from the regional library networks of the Library of California (LoC) met with California State Library (CSL) staff in Sacramento on November 15 to share experiences and to address telecommunications challenges for the regions in 2002.

Among the topics discussed was the regional library networks' concern about LoC funding for 2002. Mark Parker, Library Development Services bureau chief for the CSL, acknowledged the problem and stressed the importance of carefully analyzing the best program options to support the considerable investment that the LoC has already made in telecommunications infrastructure.

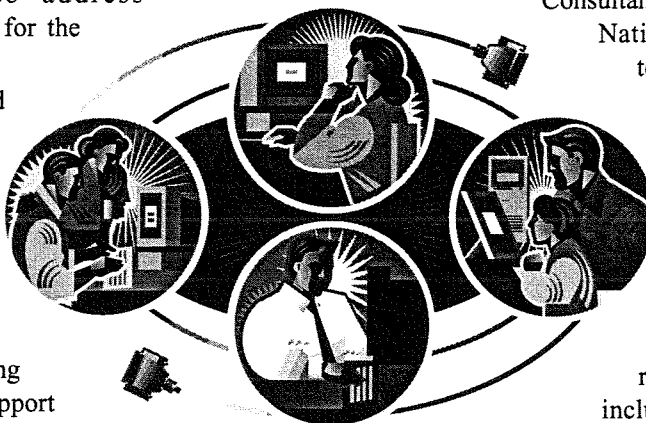
Another important topic was the regional library networks' challenges in implementing programs that enable California residents in any part of the state to easily access library resources. Besides the complexity of computer software, provision of service depends on interlibrary loan policies,

document delivery systems, and a basic commitment to open access to library collections.

Ira Bray, Electronic Information Resources Consultant for CSL, gave an update on the National Profile for Z39.50, the telecommunications protocol for linking library catalogs. Bray also discussed technology related to federal Library Services and Technology Act (LSTA) grants, and the Infopeople Project's technology training.

Regional library network representatives in the meeting included Nancy Brower, Cascade Pacific; Gail McPartland and Cara Wong, Golden Gateway; Darla Gunning, Gerry Maginnity, and Lois Shumaker, Sierra Valley; Cary Gordon, consultant, Arroyo Seco; Judith Segel and Janice Webb, Gold Coast. Also participating were Ira Bray and Cathie Helmick, Network Services Consultant, of the CSL.

The next meeting will be held via videoconference on April 30, 2002.



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Counting California

grant applications, supplying people with census data, and even as a way of making a demonstration in a landscape architecture class for which a student "followed the [system's] geographical search path and pulled up the list of tables quite easily."

Even though it's successful now, *Counting California* faced several challenges while it was being developed. No one had ever created a system that integrated and housed aggregate data from a variety of agencies under the same roof. Ironically, this daunting task motivated the project participants because they were blazing a new electronic information trail. Besides learning a tremendous amount about how people use and interact with data on the Web, project developers used a description of data, or metadata, standard for *Counting California* that made possible the delivery of data to end users in an entirely new way.

Since it began, *Counting California's* goals have been to provide flexible, user-friendly access to government information, to ensure the availability of both current and historical government data, and to foster information sharing between government agencies and researchers. This project has numerous collaborators and supporters

who share these goals. They include the California State Library, Yale University, the University of Minnesota, the U.S. Bureau of the Census, and the Interuniversity Consortium for Political and Social Research. The CDL is committed to providing superior, persistent access to digital government information. *Counting California* is one of the tools to fulfill this overarching goal. Over the next several months CDL will continue to add new data to the system, but in particular the emphasis will be on adding Census 2000 data and data from the California Department of Health Services.

Counting California is supported in part by the U.S. Institute of Museum and Library Services under provisions of the Library Services and Technology Act (LSTA), administered in California by the State Librarian.

For general information about *Counting California*, visit the website at <http://countingcalifornia.cdlib.org>. For further information, contact Patricia Cruse, CDL, at (510) 987-9016, or by email to Patricia.Cruse@ucop.edu; or contact Tom Andersen, California Library Services Act consultant, CSL, at (916) 653-7391, or by email to tandersen@library.ca.gov

Amigos Library Services survey is underway

Amigos Library Services has begun surveying all Library of California (LoC) members to obtain information about the licensed databases each LoC member library currently uses, and to learn which databases the LoC member libraries propose for cooperative licensing agreements. Amigos will use the survey results as the basis for negotiating access agreements/licenses with the providers of the databases the members choose in the survey. Robert Watkins, director of member programs development at Amigos, is available by email to watkins@amigos.org to answer questions about the survey.

The June 2001 issue of *Connection* included an article about Amigos Library Services being offered to LoC members, but for more general information about Amigos Library Services, readers may visit the Amigos website at www.amigos.org

For questions about cooperative licensing services within the Library of California, contact Ira Bray, electronic information resources consultant at the California State Library, (916) 653-0171, or by email to ibray@library.ca.gov.



Amigos Library Services to conduct survey to obtain information about the licensed databases currently in use.

A P P O I N T M E N T S

Victoria Fong new Library of California Board president

On January 1, 2002 Victoria Fong will be the new Library of California (LoC) Board president. Fong's hands-on experience with diverse library types, from public and law to special libraries, is extensive. Her library career stretches from the mid-west where she received her Master of Arts in Library Science at the University of Michigan, to the east coast where she began her career as public librarian at the Free Library of Philadelphia, to California where she has long been active in the state's libraries.

For nine years Fong served on the Marin County Free Library commission for which she was president for two years. Currently, she is a trustee on the Belvedere-Tiburon Library Agency Board and is chair of the Council of Friends of the Bancroft Library, a position formerly held by State Librarian, Dr. Kevin Starr.

In March 1996, Governor Pete Wilson appointed Fong to the California Library Services Board (CLSB). She was re-appointed in 1998. As a member of the CLSB, she served on

the board's committees for Legislation, System Advisory Boards, Literacy, Networking, and board Nominations.

Fong was elected vice president of the LoC Board in 1999. She has also chaired the LoC Access services committee (interlibrary loan, reference, and young adult services) and the ad hoc Planning committee.

During the time she has served the LoC, Fong has kept the board's mission, to build and support the sharing of resources among all libraries for all Californians, as her professional focus. Fong says "libraries provide opportunities, services and places for people in their communities to connect to the cultural wealth of their past and the innovative changes in their future." She asserts that the LoC will "be the catalyst that enhances services to share those rich resources and to improve the quality of life through knowledge of and understanding among all people"; and that "the board will continue its work for more successes and funding for the Library of California."

New member on USAC Board

Anne Campbell, Director of the National City Library and former CLA President, will replace KG Cuye on the Universal Services Administrative Company (USAC) Board, which administers the E-Rate. Because he knows Campbell will represent California and California's public libraries exceptionally well, State Librarian, Dr. Kevin Starr supported this nomination and sent the appropriate letters to Washington. Look for further details at: <http://www.universalservice.org/new/default.asp#122001>

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Status Report

www.ollibrary.ca.gov/staffcontact.asp, or by using the "Staff Contacts by Activity" link on all pages of the new OLC website: www.ollibrary.ca.gov.

For those who do not wish to subscribe, the four most recent e-mail messages sent from the system will be accessible in the "What's New?" section of the OLC Homepage. Further, a chronological listing of all "OLC News Flash" messages will be kept on the website and available for future reference by clicking on the "News Flash E-Mail Archive" link also available on all OLC website pages.

This e-mail archive not only lists all of the messages chronologically with the most current message displayed at the top of the list, but there is a search function that allows interested parties to search the messages by author, date, or by keywords in the subject line or the text in the body of the message. This function will become particularly useful as the archive grows.

New Website for the Office of Library Construction

The California State Library is pleased to announce the launch of a new website for the Office of Library Construction (OLC). The website may be accessed directly at: www.ollibrary.ca.gov.

The website may also be accessed from the State Library's home page by clicking on the "Library Bond Act" link in the left-hand navigation bar.

The aim of the new website is to provide access to information about the Library Bond Act in a more user-friendly manner on a 24/7 basis. As a quick summary, the new OLC Web site provides access to the following:

- All "OLC News Flash!" e-mail messages
- Summary information "About the Library Bond Act"
- Calendar of Library Bond Act activities
- Frequently Asked Questions
- The Title 5 & Title 24 Final (Codified) Regulations
- AG Legal Opinions about the Library Bond Act
- Assistance in Finding Professional Services
- A Summary of First Priority Projects for the Library Bond Act
- Information on "How to Apply for a Grant"
- Information on workshops currently being offered
- Field Act information and links
- Access Compliance information and links
- Planning Assistance links and publications

- OLC Staff Contacts by Activity & Staff Roster
- Board member information
- A list of library projects funded with the original 1988 Library Bond Act
- Glossary of Title 5 & 24 definitions and library facility planning terms
- Bibliography of library planning materials

When additional web pages or major enhancements to the website are added, they will be announced via the "OLC News Flash!" e-mail system.

"How to Apply for a Library Bond Act Grant" Workshop Registration

The Office of Library Construction is pleased to announce a series of workshops around the state of California entitled: "How to Apply for a Library Bond Act Grant." This workshop will provide potential grant applicants with the essential information they need to make an application for Library Bond Act funds. There is no fee for this workshop.

Interested parties may view a course description, outline, schedule as well as register for the workshops by visiting the following web page: www.ollibrary.ca.gov/workshops/. Registration is on a first-come, first-served basis. Register as soon as possible since space is limited in all workshops. When a workshop location fills up, individuals will be automatically put on a waiting list.

You may not register for more than one workshop at a time. If you wish to register for a different date, you must first cancel any existing date you have registered for previously. If you decide not to attend a workshop, please cancel your registration immediately so that those on the waiting list will be able to attend the workshop of their choice.

The workshops will be offered on the following dates and in the following locations:

January 14	Redding
January 16	Sacramento
January 17	Fresno
January 22	Santa Rosa & Los Angeles
January 23	Vacaville & Corona
January 24	Fremont & Aliso Viejo
January 29	So. Chula Vista & Sunnyvale
January 30	Temecula & Clayton

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Status Report

- January 31 San Diego & Darville
 February 5 Mission Viejo & Riverside
 February 6 Glendale & San Diego
 February 7 Perris & Chula Vista

Additional dates for the workshops may be added, but only if demand necessitates. If you are unable to attend any of the dates above, please contact Pat Zografos at (916) 445-9612 or by e-mail: pzografos@library.ca.gov.

All workshops will begin promptly at 8:30 a.m. following an 8:00 a.m. registration. The OLC staff will walk-through the application form page-by-page as well as review all other requirements for submitting an application for Library Bond Act funds including all necessary supporting documents. Strategies for increasing project competitiveness will also be discussed.

Individuals from jurisdictions that know they will not be applying until the second or third cycle are encouraged to register for later workshops to allow first-cycle applicants priority for the earlier dates. The workshops will be offered again after the end of the first cycle grant awards some time in the fall of 2002.

Survey Results of Potential Library Bond Act Applications

In October of 2001, the California State Library surveyed the public library jurisdictions in the state of California. Two hundred and fifteen (215) potential applications were reported for a total cost of just under \$2 billion. It was reported that approximately half of the applications would be submitted for the first application cycle.

Seventy-five (75%) percent of the applications would

result in new public libraries and twenty-five (25%) percent would be for the remodeling or expansion of existing libraries. Over ninety (90%) percent of the new public library projects plan to attain first priority status as a "joint use" project. Of those projects, the vast majority (almost 90%) will be "joint venture" projects with only 16 projects falling into the "Co-located" classification. Of the slightly over fifty (50) projects that are remodeling or expansions of existing public libraries, only thirteen (13%) percent will qualify as first priority projects.

Based on the data provided, the average state grant will be approximately 5 million. The State Library is estimating that the Library Bond Act will fund somewhere between 60 to 70 projects. If these figures hold true, it means that one project out of every 3 to 4 applications submitted, will be funded. Clearly, the application process will be highly competitive.

Official Application Deadlines:

Now its official, the first application deadline is 5 p.m. on June 14, 2002. In order for a project to be considered by the California Public Library and Renovation Board for a grant award, an application must be complete and submitted by the deadline. Incomplete or late applications will be deemed ineligible and will not be evaluated by staff or considered by the Board for grant award during the first application cycle. All applications must be submitted to the Bond Act Fiscal Officer, Office of Library Construction, 1029 J. Street, Suite 400, Sacramento, CA 95814-2825. Deadlines for the second and third application cycles are March 23, 2003 and January 16, 2004 respectively.

THE CALIFORNIA STATE LIBRARY

CONNECTION

LIBRARY OF CALIFORNIA

Provider: InfoPeople

Course: The Reference Interview:
Asking All the Right Questions

Dates and locations:

Friday, January 18, 2002,
Vallejo-John F. Kennedy Library Branch
 Wednesday, January 23, 2002,
Bakersfield-Beale Memorial Library
 Thursday, January 24, 2002,
Ventura County Library-E.P.Foster

<http://infopeople.org/WS/workshop/Workshop/69>

Training Corner

Provider: InfoPeople

Course: Blueprint for a Library Capital Campaign

Dates and location:

Wednesday and Thursday, January 9 and 10, 2002,
Los Angeles Public Library
Electronic Resources Training Center
<http://infopeople.org/WS/workshop/Workshop/63>

Please see Training Corner, page 7

Provider: InfoPeople

Course: Library Cheat Sheets, Guides and Manuals:
 How to Create Effective Instructional Materials

Dates and locations:

Tuesday, January 8, 2002,
 Sacramento County Office of Education
 Wednesday, January 23, 2002,
 Downey City Library
<http://infopeople.org/WS/workshop/Workshop/62>

Provider: InFoPeople

Course: Gumby Meets Dewey:
 Rethinking Library Staffing Issues

Date and Location:

Thursday, January 10, 2002,
 San Francisco Public Library
<http://infopeople.org/WS/workshop/Workshop/59>

Provider: InfoPeople

Course: Getting the Most from PowerPoint

Date and Location:

Tuesday, January 8, 2002
 San Francisco Public Library
<http://infopeople.org/WS/workshop/Workshop/10>

Provider: InFoPeople

Course: Computer and Internet Troubleshooting 101

Dates and Locations:

Wednesday, January 9, 2002,
 Riverside County Library-Robidoux Branch
 Thursday, January 17, 2002,
 San Francisco Public Library
 Tuesday, January 22, 2002,
 Pleasant Hill-Contra Costa County Library
 Gates Lab
<http://infopeople.org/WS/workshop/Workshop/51>

Provider: OCLC (Online Computer Library Center)

Course: The Book Stops Here: (1 Day)

Date and location:

Monday, January 14
 Western State University College of Law, Fullerton.
http://www.oclc.org/western/training/book_stops_here.htm

Provider: InfoPeople

Course: Library Laws for the Web Environment

Dates and locations:

Tuesday, January 15, 2002,
 Mountain View Public Library
 Wednesday, February 6, 2002,
 Downey City Library
<http://infopeople.org/WS/workshop/Workshop/68>

Provider: OCLC

Course: MARC21 Holdings Format/Serials Format
 (2 day)

Dates and location:

Tues-Wed, January 29-30 , Wed-Thur, March 27-28
 OCLC Western Service Center, Ontario
http://www.oclc.org/western/training/marc_holdings.htm

Provider: OCLC

Course: Searching for Cataloging and Resource
 Sharing Day 1 (1 day)

Dates and location:

Tuesday January 15; Wednesday, February 6
 OCLC Western Service Center, Ontario
 Tuesday January 15; Wednesday, February 6
 El Camino College, Torrance
http://www.oclc.org/western/training/fun_worldcat.htm

Provider: OCLC

Course: Legal and Investigative Internet Research
 for Non-Law Library Staff (Half Day)

Dates and locations:

Tuesday, January 15,
 Western State University College of Law, Fullerton
 Wednesday, January 16,
 National University, San Diego
http://www.oclc.org/western/training/internet_non_law.htm

Provider: OCLC

Course: MARC21 Authority Format (Half day)

Date and location:

Wednesday, January 16,
 OCLC Western Service Center, Ontario
http://www.oclc.org/western/training/marc_author.htm

Provider: OCLC

Course: MARC Bibliographic Format (1 day)

Date and location:

Thursday, January 17 OCLC Western Service Center,
 Ontario
http://www.oclc.org/western/training/marc_biblio.htm

Provider: OCLC

Course: Searching for Cataloging and Resource
 Sharing Day 2 (1 day)

Dates and location:

Monday January 28; Thursday, February 7
 OCLC Western Service Center, Ontario
 Monday January 28; Thursday, February 7
 El Camino College , Torrance
http://www.oclc.org/western/training/difficult_titles.htm

Provider: OCLC

Course: Cataloging: Book Blitz (4 days).

Dates and location:

Tues-Friday, February 12-15
 National Semiconductor University, Santa Clara
<http://www.oclc.org/western/training/blitz.htm>

2002

January

January 18-23, 2002

American Library Association (ALA) Midwinter Meeting,
New Orleans

March

March 13-16, 2002

Public Library Association (PLA) National Conference,
Phoenix

April

April 14-20, 2002

National Library Week

June

June 13-20, 2002

American Library Association (ALA) Annual Conference,
Atlanta

November

November 15-18, 2002

California Library Association (CLA), Annual Conference,
Sacramento

CONNECTION

is the website newsletter of the
California State Library
and the Library of California.

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Library of California Board

Victoria Fong

President

Articles for inclusion in a
future issue of the
Connection are welcomed.
Please submit articles or
suggestions to the *Connection*
editor, Sarah Dalton.



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Sacramento, CA 94237-0001

Library of California Board
<http://www.library.ca.gov/loc/board/index.html>

California Public Library Construction
and Renovation Board
<http://www.library.ca.gov/html/libser17h.html>

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PROPOSAL AND CONTRACT

To: Placentia Library
401 East Chapman
Placentia, CA 92670

Date: January 11, 2002
Phone: 714-524-8408 x 213 fax 528-8236
Attention: Jim

Page 1 of 1

Job Location: Literacy Service Center Remodeling

PREMIER CONTRACTORS hereby agree to furnish all labor, materials and equipment for the completion, in a good workmanlike manner of the work described below.

DESCRIPTION OF WORK:

- Demo cubicles and flooring
- Relocate two (2) cabinets and countertops.
- Install 38 lf of new wall
- Electrical allowance
- Install one (1) 3070 Sliced oak door in a timely frame with hardware to match.
- Paint new wall only.

Cost \$ 9,800.00

Note: Price is based on 1 move-in during normal working hours, weekends and overtime is not included.

1. Price subject to change if not accepted within 30 days.
2. Terms 100% due upon presentation of invoice.
3. Any invoice not paid within 30 days is subject to a 1% % service charge per month.
4. Buyer agrees to pay court costs and reasonable attorney's fees in the event of default or if this contract is turned to an attorney for enforcement or collection.
5. Not responsible for damage to underground utilities.

6. Prices do not include Tinting, Permits, Inspection or Engineering
7. Not responsible for reflective cracking on resurface areas.
8. Not responsible for the growth of vegetation.
9. Contractor not responsible for (caused by others) to seal coat, striping or surrounding area after seal has been applied.

Contractors are required by law to be licensed and regulated by the Contractors State License Board. Any questions concerning a contractor may be referred to the register of the board whose address is: 9835 Goethe, Sacramento, CA, 95826

NOTE: UPON ACCEPTANCE OF THIS PROPOSAL, PLEASE SIGN AND RETURN ONE (1) COPY

ACCEPTANCE AND AUTHORIZATION:

I/We accept this proposal and agree to pay the said amount in accordance with the terms set forth. All terms and conditions are incorporated herein and made a part hereof.

Date of Acceptance _____

Signature _____

Title _____

RESPECTFULLY SUBMITTED BY
Premier Contractors

By

Title: Joseph Castillo, General Manager
Proposal # 0102594.doc

