

# AGENDA

## REGULAR MEETING






### PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

Monday, April 17, 2006  
6:30 P.M.  
Placentia History Room

*The Vision of the Placentia Library District is to  
inspire exploration, open minds and bring people together.*

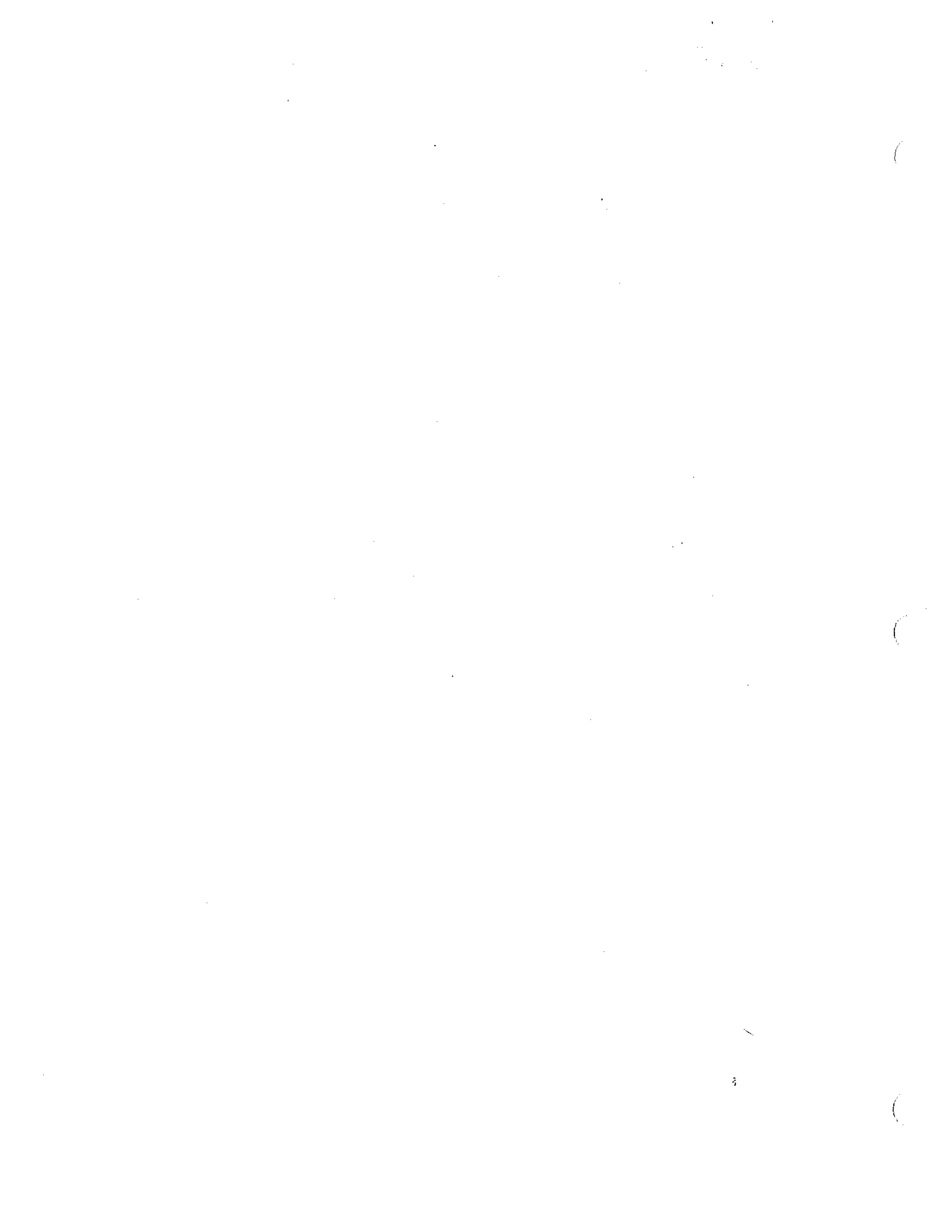
The Purpose of the Placentia Library District is to provide services and materials to our ever changing and diverse community.

To accomplish this goal the Library will:

-  Provide a qualified staff to acquire, organize, and maintain a collection of print and non-print materials in an easily accessible facility and assist the public with its use.
-  Provide literacy outreach and services to the community.
-  Provide a special collection to document and preserve Placentia's History and Authors.
-  Present programs and provide technology access to everyone in order to promote reading and lifelong learning.
-  Promote the Library's vision through consistent messages to the public.

**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.*



**CALL TO ORDER**

- 1. Call to Order Library Board President
- 2. Roll Call Administrative Services Manager
- 3. Adoption of Agenda

*MI-BE  
GW*

*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

- 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).*

**TRUSTEE & ORGANIZATIONAL REPORTS**

- 5. Board President Report

*AS Annual Mtg Apr 3, 2006 / Publicity Committee - Stationery discussion  
 Bx-lunc 100 per EdM  
 B.E - Ann. Mtg  
 GW - Ann. Mtg / Mixer on Com.  
 NPKA*

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

- 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. Friends of Placentia Library Board of Directors Report (Eleanore Rankin)

*Rankin / Friends had members for  
 on Common Grounds program  
 next Mtg May 1, 2006*

- 8. Placentia Library Foundation Board of Directors Report (Trustee DeVecchio)

*R.D. - Fdn met 4-13-06 - History Room*

- 9. Upcoming Trustee meetings and events.

*R.D. cannot May*

*5-Track @ 10:00  
 5-Track @ 10:00  
 MW - GW  
 J.T.*

April 13, 2006, 10:35 AM

*next board mtg  
 May 1, 2006  
 10:30 am*

Next Mtg May 9, 2006 (Tuesday)

Placentia Library District Board of Trustees, Regular Meeting Agenda, April 17, 2006, Page 3.

CONSENT CALENDAR (Items 10 – 40)

m1 - R.D  
m2 - B.E. 10-22

Presentation: Library Director  
Recommendation: Approve by Motion

*Items 10 – 40 may be considered together as one motion to approve the Consent Calendar. Items may be removed for individual consideration before the Consent Calendar is adopted. Items removed must then each have a separate motion.*

MINUTES (Item 10)

10. Minutes of the March 28, 2006 Library Board of Trustees Regular Meeting. *as amended.*

CLAIMS (Items 11 – 14)

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

No Nonstandard Claims were processed during this report period.

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

Claims 4859 by Minter/Turner and 4860, 4861 and 4862 by Minter/Wood for a total of \$8,672.06 from Fund 707.

13. Current Claims and Payroll. (Approve)

Current Claims 4863, 4864, 4865 and 4866 for a total Current Claims of \$67,946.31; and Payrolls #23 (5/10/06) for \$38,789.65, and #24 (5/24/06) for \$38,789.65 for a total for Payrolls of \$77,579.30, for a combined total of Current Claims and Payrolls of \$145,525.61 from Fund 707.

14. FY2005-2006 Cash Flow Analysis through March 28, 2006 and recommendation that no funds be transferred at this time. (Receive & File).

FINANCIAL REPORTS (Items 15 – 20)

15. Financial Reports for March 2006 (Receive & File)

16. Office General Ledger & Check Registers for March 2006 (Receive & File)

17. Acquisitions Report for March 2006 (Receive & File)

18. Entrepreneurial Activities Report for March 2006 (Receive & File)

19. Collection Agency Report for March 2006 (Receive & File)

20. Gifts Report for March 2006 (Receive & File)

GENERAL CONSENT REPORTS (Items 21– 30)

21. Building Maintenance Report for March 2006. (Receive & File)

- 22. Personnel Report for March 2006. (Receive, File, and Ratify Appointments)
- 23. Volunteer Report for March 2006. (Receive & File)
- 24. Circulation Report for March 2006. (Receive & File)
- 25. Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority. (Receive & File)
- 26. Legislative Alerts from the California Special Districts Association and the California Library Association. (Receive & File)
- 27. Status Report on Partnerships with Community Organizations. (Receive & File)
- 28. Status Report on Active Grant Applications. (Receive & File)
- 29. Poet Laureate Report. (Receive & File)
- 30. Status Report on Audit Recommendations by Moreland & Associates. (Receive & File)

STAFF REPORTS (Items 31 – 40)

- 31. Library Director's Report (Minter)
- 32. Program Committee Report for March 2006 (Roberts)
- 33. Children's Services Report for March 2006 (Gurkweitz)
- 34. Placentia Library Literacy Services Report for March 2006 (Roberts)
- 35. Reference and Adult Services Report for March 2006 (Strazdas)
- 36. History Room Report for March 2006 (Bell)
- 37. Placentia Library Web Site Report for March 2006 (Roberts)
- 38. Technology Report for March 2006 (Napier)
- 39. Publicity Materials Produced in March 2006. (Remling)
- 40. Safety Committee Minutes for March 2006 (Matas)

CONTINUING BUSINESS

- 41. Legislative Issues and a Review of the Status of the State Budget and State Library Budget.

Presentation: Library Director  
 Recommendation: Action to be determined by the Library Board of Trustees.

*Response to request for SB 1317*

*Napier presented*

42. Presentation of the current status of the new Placentia Library Web Site

Presentation: Manager of Technical Services  
Recommendation: Action to be determined by the Library Board of Trustees

*defer*

43. Strategic Planning Update

Presentation: Library Director  
Recommendation: Action to be determined by the Library Board of Trustees

**NEW BUSINESS**

44. Presentation on Redevelopment pass through funds and developer fees.

*definition AB 1290*

Presentation: Library Director  
Recommendation: Action to be determined by the Library Board of Trustees

~~*my*~~  
~~*mx*~~

45. Budget Priorities for FY 2006-2007

*LIBD presented*

Presentation: Library Director  
Recommendation: Action to be determined by the Library Board of Trustees

*Stormy*

46. Review of Placentia Library District Medical Benefits Program for Staff

Presentation: Library Director & District Medical Insurance Broker Stormy Waldeck  
Recommendation: Determine the provider and plan level for the medical insurance coverage for Library Staff for the next year; and

Authorize the Library Director to sign all contract documents related to the provision of medical insurance coverage.

**ADJOURNMENT**

*as usual*

*Tues 9*

47. Agenda Preparation for the May Regular Meeting, which will be held on Monday, May 15, 2006 at 6:30 P.M.

*- Jean Lasky*

48. Review of Action Items.

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

49. Adjourn *8:55pm*

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

I, Wendy Goodson, Administrative Services Manager for Placentia Library District, hereby certify that the Agenda for the April 17, 2006 Regular Meeting of the Library Board of Trustees of the Placentia Library District was posted on Thursday, April 13, 2006.

*[Signature]*

# PLACENTIA LIBRARY BOARD CALENDAR

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## April

- 2 National Library Week, through Apr 8
- 3 6:30 PM Friends Annual Meeting -- ALL TRUSTEES, City Council Chambers
- 7:00 PM Friends Board Meeting, Escobosa
- 13 5:30 PM Chamber of Commerce Mixer at Placentia Library
- 7:00 PM Foundation Board of Directors
- 16 Easter, Library Closed, not staff holiday
- 17 6:30 PM Library Board Meeting
- 18 CSDA Government Affairs Day, Sacramento
- 26 CLA Legislative Day, Sacramento
- 27 9:00 AM Orange County Council of Governments, OC Sanitation District
- 7:15 AM Placentia Chamber of Commerce Breakfast

## May

- 1 7:00 PM Friends Board Meeting, DeVecchio
- 11 5:30 PM Chamber Mixer
- 7:00 PM Foundation Board of Directors
- 15 6:30 PM Library Board Meeting
- 17 State Library's Public Library Directors Forum, San Diego through May 19
- 23 7:15 AM Placentia Chamber of Commerce Breakfast
- 25 9:00 AM Orange County Council of Governments, OC Sanitation District
- 28 Library Closed for Monday Holiday/Not Staff Holiday
- 29 Library Closed for Memorial Day/Staff Holiday

## June

- 5 7:00 PM Friends Board Meeting, Wood
- 7 7:00 PM Foundation Board of Directors
- 8 5:30 PM Chamber Mixer
- 19 6:30 PM Library Board Meeting
- 22 ALA Conference, New Orleans, through June 28
- 9:00 AM Orange County Council of Governments, OC Sanitation District
- 7:15 AM Placentia Chamber of Commerce Breakfast

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# PLACENTIA LIBRARY BOARD CALENDAR

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## June

29 11:30 AM ISDOC Quarterly Meeting, Orange County Sanitation District

## July

4 Library Closed for Independence Day/Staff Holiday

17 6:30 PM Library Board Meeting

22 Friends of Placentia Library incorporated in 1970

27 9:00 AM Orange County Council of Governments, OC Sanitation District

7:15 AM Placentia Chamber of Commerce Breakfast

## August

4 9:00 AM CSDA Ethics Training for elected officials and designated representatives, Irvine

21 6:30 PM Library Board Meeting

24 9:00 AM Orange County Council of Governments, OC Sanitation District

31 11:30 AM ISDOC Quarterly Meeting, Orange County Sanitation District

## September

2 Placentia Library District Established in 1919 by OC Board of Supervisors

3 Library Closed for Monday Holiday/Not Staff Holiday

4 7:00 PM Friends Board Meeting, Turner

Library Closed for Labor Day/Staff Holiday

14 5:30 PM Chamber Mixer

Placentia Library Foundation Incorporated in 1994

18 6:30 PM Library Board Meeting

25 CSDA Annual Conference, Lake Tahoe, through Sep 28.

28 9:00 AM Orange County Council of Governments, OC Sanitation District

7:15 AM Placentia Chamber of Commerce Breakfast

## October

2 7:00 PM Friends Board Meeting, Shkoler

12 5:30 PM Chamber Mixer

14 8:30 AM Heritage Parade, line-up at 8:30, Parade begins at 9:30

16 6:30 PM Library Board Meeting

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## October

- 26 9:00 AM Orange County Council of Governments, OC Sanitation District
- 7:15 AM Placentia Chamber of Commerce Breakfast

## November

- 6 7:00 PM Friends Board Meeting, Escobosa
- 9 5:30 PM Chamber Mixer
- 10 CLA Annual Conference, Sacramento, through Nov 13
- 11 Library Closed for Veterans Day/Staff Holiday
- 20 6:30 PM Library Board Meeting
- 23 Library Closed for Thanksgiving/Staff Holiday
- 30 11:30 AM ISDOC Quarterly Meeting, Orange County Sanitation District

## December

- 1 12:00 PM Trustee terms begin
- 4 7:00 PM Friends Board Meeting, DeVecchio
- 8 7:15 AM Chamber of Commerce Citizen of the Year Breakfast
- 18 6:30 PM Library Board Meeting
- 28 9:00 AM Orange County Council of Governments, OC Sanitation District

## January

- 1 7:00 PM Friends Board Meeting, Wood
- 11 5:30 PM Chamber Mixer
- 15 6:30 PM Library Board Meeting
- 19 ALA Midwinter Meeting, Seattle, through Jan 24
- 25 9:00 AM Orange County Council of Governments, OC Sanitation District
- 7:15 AM Placentia Chamber of Commerce Breakfast

## February

- 5 7:00 PM Friends Board Meeting, Turner
- 8 5:30 PM Chamber Mixer
- 19 6:30 PM Library Board Meeting
- 22 9:00 AM Orange County Council of Governments, OC Sanitation District
- 7:15 AM Placentia Chamber of Commerce Breakfast

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# PLACENTIA LIBRARY BOARD CALENDAR

April 2006 - March 2007

## March

3 9:30 AM Friends of Placentia Library Author's Luncheon , ALL TRUSTEES

5 7:00 PM Friends Board Meeting, Shkoler

8 5:30 PM Chamber Mixer

19 6:30 PM Library Board Meeting

22 9:00 AM Orange County Council of Governments, OC Sanitation District

7:15 AM Placentia Chamber of Commerce Breakfast

29 11:30 AM ISDOC Quarterly Meeting, Orange County Sanitation District

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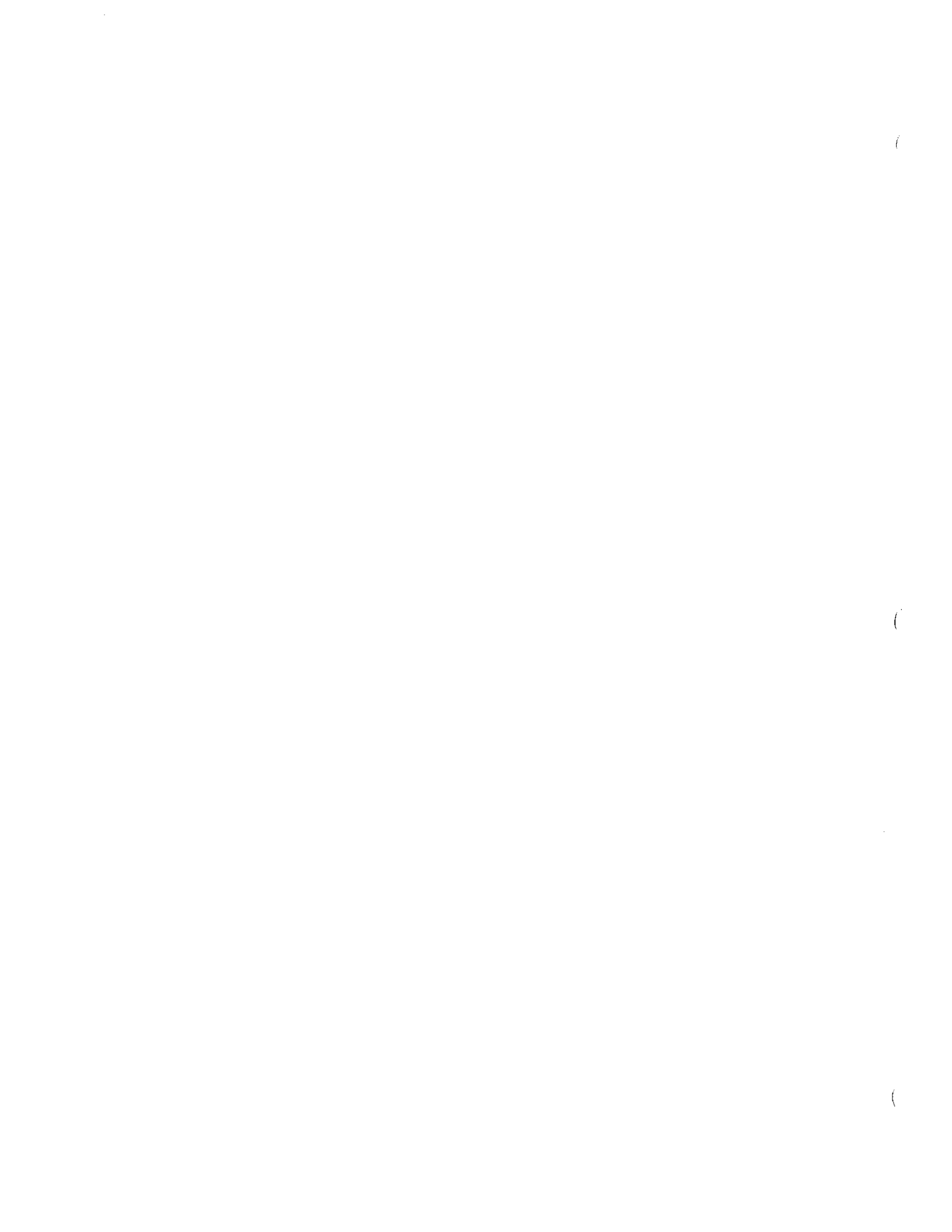
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Mar 2007						
S	M	T	W	T	F	S
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2	3	4	5	6	7	8
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23	24	25	26	27	28	29
30	31					



FRIENDS OF PLACENTIA LIBRARY  
ANNUAL MEETING  
April 3, 2006

You're An Essential Piece

The President Eleanore Rankin called the Annual Meeting of the Friends of Placentia Library to order. After a word of greeting from the President, Barbara Hemmerling led the Pledge of Allegiance.

The minutes of last year's meeting were posted.

President Rankin introduced the Trustee's, Library Director, Elizabeth Minter and special guests. She then gave a brief update on the Friends. The Author's Lunch fundraiser netted \$14,000 for the Foundation, an increase of \$4,000 over last year. The Book Store sales, the Second Sunday Back Room Sale, and the Silent Auction all continue to be very profitable. For the fiscal year ending December 31, 2005, Book Sales were the source of 69% of the income. Membership dues accounted for 25%. The remaining 6% were from donations and other miscellaneous income. As of March 7, 2006, our bank balance was \$20,745.67. 10% of the Friends monthly income is transferred to the Foundation for the Book Fund.

**Membership Dues:** The Membership Committee under the chairmanship of Ted Farkas met in January. The following recommendations were made and later approved by the Board of Directors. The new fee structure is as follows: Individual \$10 – Family \$25 – Benefactor \$50 – Life Family \$100 – Business/Corporate \$200 annual. These changes will be in effect for the next membership billing in the fall of 2007.

**Foundation/Friends Alignment:** At the Friends meeting, March 6, the board passed a motion acknowledging that a merger of these two organizations would benefit the Library. They agreed in principle and expressed a willingness to pursue this possibility.

**Recognition of Retiring Directors:** Lynda Baker, Margo Thum, Ted Farkas, and Pat Irot were introduced. They were thanked for their dedicated service to this organization. Pat Irot was presented with a special Volunteer Star for her 25 years of service.

The Board of Directors for the year 2006-2007 was introduced. Brenda Benner, Nadine Blansett, Ben Boelman, Carol Fizzard, Ginny Haussmann, Barbara Hemmerling, Camille Himes, Eleanore Rankin, Ginny Sanatar, Helen White and Betty Wymier. (Underlined names are new Directors this year)

President Rankin adjourned the business part of the meeting.

Jim Roberts introduced representatives from Ed Royce, Bob Margett, Lyn Daucher and Chris Norby. They presented awards to Western State Law School and Cal State Fullerton for their support of the Federal Work Study program that funds many of the library's literacy tutors.

Laranne Remling, Al Shkoler and Eleanor Rankin presented awards to the Library Volunteers.

Supervisor Chris Norby spoke briefly to the audience. He remembered the importance of the library in his childhood in North Orange County. He added his thanks to those already given for the hundreds of volunteer hours that benefit the library and the community.

Laranne Remling introduced our guest speaker, Jan Burke.

At the conclusion of Ms Burke's talk the gathering was dismissed to the Community Room at the library for refreshments and book signing.

Barbara Hemmerling, Secretary



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**PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES**

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**TO:** Library Board of Trustees  
**FROM:** Elizabeth D. Minter, Library Director  
**SUBJECT:** Upcoming Trustee Events and Meetings  
**DATE:** April 17, 2006

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Trustee Events and Meetings

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April 16, Sunday	Library closed for Easter, not a staff holiday.
April 17, Monday, 6:30 P.M.	Library Board of Trustees Meeting, Placentia History Room
April 18, Tuesday	CSDA Government Affairs Day, Sacramento
April 19, Wednesday, 4:00 P.M.	Joint Friends/Foundation Committee on Publications, Shkoler
April 20, Thursday, 5:00 P.M.	Chamber Open House at HAZ Rental, 480 S. Placentia Avenue
April 26, Wednesday	CLA Legislative Day, Sacramento
April 27, Thursday, 9:00 A.M.	Orange County Council of Governments at OC Sanitation District, Wood
April 27, Thursday, 5:30 P.M.	Chamber Small Business Expo & Grand Re-opening of Fairfield Inn, 710 Kimberly
May 1, Monday, 7:00 P.M.	Friends Board Meeting, DeVecchio
May 4, Wednesday, 4:00 P.M.	Chamber Ribbon Cutting & Open House, Dr. Davis, 206 S. Placentia Avenue
May 11, Thursday, 5:30 P.M.	Chamber Mixer, Darios Deli & Pizza, 1450 N. Kraemer (next to Family 1 Credit Union)
May 11, Thursday, 7:00 P.M.	Foundation Board of Directors Meeting, DeVecchio
May 15, Monday, 6:30 P.M.	Library Board of Trustees Meeting, Placentia History Room

May 23, Tuesday, 7:15 A.M.	Chamber State of the City Breakfast, Alta Vista Country Club
May 25, Thursday, 9:00 A.M.	Orange County Council of Governments at OC Sanitation District, Wood
May 28, Sunday	Library closed for Memorial Day weekend, not a staff holiday.
May 29, Monday	Library closed for Memorial Day, staff holiday.

**MINUTES**  
**PLACENTIA LIBRARY DISTRICT**  
**REGULAR MEETING OF THE BOARD OF TRUSTEES**  
**March 28, 2006**

- CALL TO ORDER** President Shkoler called the Regular Meeting of the Placentia Library District Board of Trustees to order on March 28, 2006, at 6:30 P.M.
- ROLL CALL** **Members Present:** President Al Shkoler, Secretary Jean Turner, Trustees Betty Escobosa, Richard DeVecchio and Gaeten Wood; and Library Director Elizabeth Minter.
- Members Absent:** None
- Others Present:** Public Services Manager/Literacy Coordinator Jim Roberts, Administrative Services Manager Wendy Goodson, and Technology Manager Vernon Napier. Moreland & Associates Accountants Team of Consultants Kathryn Besseau and John Hanson.
- ADOPTION OF AGENDA** It was moved by Trustee Wood, and seconded by Trustee Escobosa Turner to adopt the Agenda as amended.
- AYES:** Shkoler, Turner, DeVecchio, Escobosa, Wood  
**NOES:** None  
**ABSTAIN:** None  
**ABSENT:** None
- ORAL COMMUNICATIONS** No members of the public addressed the Board.
- TRUSTEE REPORTS** President Shkoler reported the Author's Luncheon was a success. He also attended the Friends Board Meeting of March 6, 2006. He also reported that he attended the CALTAC Workshop of March 11, 2006 with Trustees Escobosa and Wood at the Burbank Public Library. Trustee Wood reported that she attended the City of Placentia Redevelopment "Charette" to discuss and give feedback about the redevelopment of designated areas of the City. Trustee Escobosa reported that she also attended the CALTAC Workshop. Secretary Turner reported that she and Jim Roberts attended the March 7, 2006 City Council Meeting to receive the City of Placentia Resolution in support of the California Library Bond Act. She also attended the Poetry Program on March 10, 2006. Trustee DeVecchio reported that he attended the April 9, 2006 Foundation Meeting. He and Jim Roberts attended the March 14, 2006 Placentia Yorba Linda Unified School District Board Meeting to receive the District's Resolution in support of the California Library Bond Act. Trustee Wood reported she attended the Author's Luncheon and the CALTAC Workshop. Trustee Wood mentioned that "pass throughs" are a method of obtaining funding. Library Director will research this method.
- FRIENDS** Eleanore Rankin reported the Author's Luncheon made \$4,000.00 more than the previous year due to increase tickets sales and the auction.

She also reported that there are be three vacancies on the Friend's Board and ballots have been mailed to the Friend's membership for voting.

**FOUNDATION**

Minutes of the March 16, 2006 Library Board of Trustees Regular Meeting

**FINANCIAL AUDIT  
FY 04-05**

Kathryn Besseau reviewed the final report with recommendations to maintain the Capital Assets Report, Long-Term Debt Report and Cash & Investments in General Ledger from the Orange County Auditor Financial Statements and maintain reports to comply with Government Code Section 53646 (b) (1).

**CONSENT  
CALENDAR**

It was moved by Trustee Wood and seconded by Trustee DeVecchio to receive and file Placentia Library District Financial Audit for FY 04-05.

AYES: Shkoler, Turner, DeVecchio, Escobosa, Wood  
NOES: None  
ABSTAIN: None  
ABSENT: None

It was moved by Trustee Escobosa and seconded by Trustee DeVecchio to approve items 10-30, 32-39, and 44:

AYES: Shkoler, Turner, DeVecchio, Escobosa, Wood  
NOES: None  
ABSTAIN: None  
ABSENT: None

**MINUTES**

Minutes of the March 28, 2006 Library Board of Trustees Work Session

**CLAIMS**

Claims 4846, 4847 by Minter/DeVecchio, 4848 and 4849 by Escobosa/Turner/DeVecchio, 4850, 4851 by DeVecchio/Shkoler/Wood, 4850, 4851 by DeVecchio/Shkoler/Wood, and 4852, 4853 by Shkoler/Turner/DeVecchio for a total of \$37,840.26.

Current Claims 4854,4855,4856,4857, and 4858 for a total of Current Claims for the Fiscal Year 2005-2006 of \$29,018.69 and Payroll #21 (4/12/06) for \$41,418.29 and #22 (4/26/06) for a total of \$83,084.46 for a combined total of Current Claims and Payrolls of \$112,103.15.

FY2005-2006 Cash Flow Analysis through March 28, 2006 and recommendation that no funds be transferred at this time.

**FINANCIAL  
REPORTS**

Financial Reports for February 2006

Office General Ledger & Check Registers for February 2006

Acquisitions Report for February 2006

Entrepreneurial Report for February 2006

**GENERAL CONSENT  
CALENDAR**

Collection Agency Report for February 2006

Gifts Report for February 2006

Building Maintenance for February 2006

Personnel Report for February 2006

Volunteer Report for February 2006

Circulation Report for February 2006

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

Legislative Alerts from the California Special Districts Association and  
the California library Association

Status Report on Partnerships with Community Organizations

Status Report on Active Grant Applications

Poet Laureate Report

Application by Placentia Library District to the California, Seattle  
Readings/Workshops, Poets and Writers, Inc., for a workshop to  
be held at Placentia Library on March 25, 2006.

California State Library Literacy Services (CLLS) Mid-Year Report FY  
2005/2006

Placentia-Yorba Linda Unified School District Resolution No. 29 – To  
Endorse and Support 2006 California State Library Bond.

McFarlin & Associates, LLP Notification Letter

Minutes of the Orange County Council of Governments Regular Meeting  
on February 23, 2006 and March 7, 2006 and the Agenda for the Regular  
Meeting on March 23, 2006.

**AGENDA ITEM 31**

It was moved by Trustee DeVecchio and seconded by Trustee Wood to  
approve agenda item 31.

AYES: Shkoler, Turner, DeVecchio, Escobosa, Wood  
NOES: None  
ABSTAIN: None  
ABSENT: None

**AGENDA ITEM 40**

It was moved by Trustee DeVecchio and seconded by Trustee Wood to approve agenda item 40.

AYES: Shkoler, Turner, DeVecchio, Escobosa, Wood  
NOES: None  
ABSTAIN: None  
ABSENT: None

**AGENDA ITEM 42**

It was moved by Trustee DeVecchio and seconded by Trustee Wood to approve agenda item 42.

AYES: Shkoler, Turner, DeVecchio, Escobosa, Wood  
NOES: None  
ABSTAIN: None  
ABSENT: None

**AGENDA ITEM 43**

It was moved by Trustee Escobosa and seconded by Trustee Turner to approve agenda item 43.

AYES: Shkoler, Turner, DeVecchio, Escobosa, Wood  
NOES: None  
ABSTAIN: None  
ABSENT: None

**STAFF REPORTS**

Director's Report for February 2006

Program Committee Report for February 2006.

Children's Services Report for February 2006.

Placentia Library Literacy Services Report for February 2006.

Reference and Adult Services Report for February 2006.

Placentia Library Web Site Report for January 2006.

Safety Committee Minutes for January 2006.

AYES: Shkoler, Turner, DeVecchio, Escobosa, Wood  
NOES: None  
ABSTAIN: None  
ABSENT: None

**LEGISLATIVE  
ISSUES**

Library Director reported there are no legislative updates other than the most recent information from the March 11, 2006 CALTAC Workshop.

**WEBSITE PROJECT** Technology Manager Napier presented the latest edition of the new Placentia Library Website. The website is scheduled to go live late spring.

**STRATEGIC PLAN** Strategic Planning Update was deferred to the next Board meeting.

**AB 1234 COMPLIANCE** It was moved by Secretary Turner and seconded by Trustee Escobosa to approve the Board of Trustees and Managers to attend the SDRMA Ethics Training on Friday, August 4, 2006, 9:00A.M. to 11:00A.M at the Irvine Valley Water District at a cost not to exceed \$49.00 per person.

AYES: Shkoler, Turner, DeVecchio, Escobosa, Wood  
NOES: None  
ABSTAIN: None  
ABSENT: None

**BUDGET PRIORITIES FY 06-07** This item was deferred to the next Board meeting.

**SDRMA MEDICAL BENEFITS PROGRAM** Library Director announced that the Special District Risk Management Authority will be offering medical benefits for its' members beginning July 1, 2006, if 500 district members apply. The District has submitted a quote interest to evaluate medical benefits cost with the current medical program available to library employees. President Shkoler inquired about possible Trustee insurance.

The Regular Meeting of the Board of Trustees of the Placentia Library District for March 28, 2006 adjourned at 8:24 P.M.

The April Library Board Meeting will be held on Monday, April 17, 2006 at 6:30 P.M. in the Library Meeting Room.

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Jean Turner  
Secretary  
Library Board of Trustees

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Al Shkoler  
President  
Library Board of Trustees





PLACENTIA LIBRARY DISTRICT  
Summary of Nonstandard Claims  
April 17, 2006

TYPE	REPORT NUMBER	AMOUNT
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None

TOTAL

Prepared by: Wendy Goodson



PLACENTIA LIBRARY DISTRICT  
Summary of Claims Forwarded by the Library Director & Trustees  
April 17, 2006

	DATE	CLAIM #	FUND	AMT	SIGNATURE/S
LIBRARY DIRECTOR	March 29, 2006	4859	707	669.19	Minter/Turner
	April 5, 2006	4860	707	2,985.63	Minter/Wood
	April 5, 2006	4861	707	4,651.16	Minter/Wood
	April 5, 2006	4862	707	366.08	Minter/Wood
TOTAL BY LIBRARY DIRECTOR				\$ 8,672.06	
TOTAL				<u>\$ 8,672.06</u>	



*paid 4-5-06*

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

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

Payee Name and Address Social Security/Tax ID	APPROVED CLAIMS						A C's Use Only	
	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	Doc Number	SC
N02002G State Board of Equalization P.O. Box 942879 Sacramento, CA 94279-8062	Jan 01-Dec 01		3700	00		669.19	01-7998077	

PLEASE PAY IMMEDIATELY

MAR 30 2006

The claims listed above totaling \$669.19 are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3100.

*[Signature]*  
APPROVED BY

*[Signature]*  
COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

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

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

Payee Name and Address Social Security/Tax ID	APPROVED CLAIMS						A C's Use Only	
	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	Doc Number	SC
N01074 The Gas Company PO Box C Monterey Park, CA 91756	2-17-06/05391188009		2800	00		1,327.18		
N03656 Pacific Clippings P.O. Box 11789 Santa Ana, CA 92711	3-21-06/7394		1900	00		45.00		
N03659F (note name change) Golden State Water Company PO Box 9016 San Dimas CA 91773-9016	3-21-06/312083-9		2800	00		232.60		
N03646 Vision Service Plan - (CA) PO Box 45210 San Francisco, CA 94145-5210	Apr 06		0300	00		240.60		
N03752P SBC/MCI Dept. LA 21461 Pasadena, CA 91185-1461	3-2-06/T4835921		0700	01		342.35		
	714-223-1698							
	3-4-06/T4840623		0700	08		36.71		
	714-524-8408					379.06		
N03833B Brodart Automation A Division of Brodart Co. P.O. Box 3488 Williamsport, PA 17705	3-30-06/A38495		0700	05		215.50		
N05445B Consolidated Reprographics 345 Clinton Street Costa Mesa, CA 92626	3-22-06/178134		1800	00		293.69		
N06557 Care Resources, Inc. 9550 Warner Ave., Ste. 228 Fountain Valley, CA 92708	4-1-06/Apr 06		1900	00		35.00		
N06671 MD Medical Clinics 1300 N. Kraemer Blvd. P.O. Box 66012 Anaheim, CA 92816	3-31-06/00297		1900	00		185.00		
N03648B Special T. Water Systems, Inc. 11934 Washington Blvd. Whittier, CA 90606	4-1-06/116166		1900	00		32.00		

The claims listed above (totaling \$2,985.63) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

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

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

Payee Name and Address Social Security/Tax ID	APPROVED CLAIMS						A C's Use Only	
	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	Doc Number	SC
N27368A (note address change) The Hartford Group Benefits PO Box 8500-3690 Philadelphia PA 19178-3690	Apr 06		0300	00		321.13		
N29645 Shawn Robison c/o Placentia Library District 411 E. Chapman Ave Placentia CA 92870	3-11-06 to 4-1-06		2700	01		14.24		
	3-1-06 to 3-31-06		2700	01		24.03		
						38.27		
need vendor # Patricia Fellous-Gibbons c/o Placentia Library District 411 E Chapman Ave Placentia CA 92870	Mar 17-30,2006 Travel Reimb		2700	01		6.68		

The claims listed above (totaling \$366.08) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

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

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

Payee Name and Address Social Security/Tax ID	APPROVED CLAIMS							A C's Use Only	
	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	Doc Number	SC	
N24885A Signarama 5642 E La Palma Ste 108 Anaheim, CA 92807	1-1-06/10295		1800	00		210.74			
N06686I Office Depot PO Box 70025 Los Angeles CA 90074-0025	3-10-06/329081273		1800	00		-14.84			
	3-24-06/330503752		1800	00		108.45			
						93.61			
N13034A OmniGrafix Printing 1667 N. O'Donnell Way Orange, CA 92867	3-30-06A36868		1800	00		1,104.44			
N14805 Foto-Hall 601 North Placentia Ave Fullerton CA 92831	3-29-06/35309		1800	00		301.59			
N18816 I.M.P.A.C. Government Services P.O. Box 6350 Fargo, ND 58125-6350	3-22-06/X8898		1800	00		389.34			
			1803	00		44.75			
			2700	00		177.10			
			2700	01		50.00			
			2700	03		50.00			
			2700	08		150.00			
					861.19				
N19932 Ameritas Life Insurance Corp. P.O. Box 81889 Lincoln, NE 68501-1889	3-15-06/X04535		0300	00		966.00			
N22262 Disaster Kleenup/Better Floors 201 W. Santa Fe Ave. Placentia, CA 92870	3-27-06/3025		1000	00		280.00			
N23030 Linda Baesler 150 Anned Dr. Placentia, CA 92870 502-50-4248	Story Time I Mar 06 Story Time II Mar 06		1900	08		225.00	12		
			1900	00		585.00	22		
						810.00			
N27044 Mary Strazdas c/o Placentia Library District 411 East Chapman Avenue Placentia, CA 92870-6198	Feb 06 Travel Reimb		2700	01		23.59			

The claims listed above (totaling \$4,651.16) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY



PLACENTIA LIBRARY DISTRICT  
Current Claims and Payroll  
April 17, 2006

TYPE	REPORT NUMBER	AMOUNT
Regular	4863	44,863.51
	4864	4,620.09
	4865	17,930.98
	4866	531.73
Subtotal for Regular		67,946.31
	5/10/2006	38,789.65
	5/24/2006	38,789.65
Subtotal for Payroll		77,579.30
TOTAL CURRENT CLAIMS & PAYROLL		145,525.61

Prepared by: Wendy Goodson



LOCALLY GOVERNED DISTRICT  
CLAIMS TRANSMITTED FOR PAYMENT

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

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

Payee Name and Address Social Security/Tax ID	APPROVED CLAIMS						A C's Use Only	
	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	Doc Number	SC
N00018A City of Anaheim P.O. Box 3222 Anaheim, CA 92805	2-22-06/VC0000104416		1900	00		29,785.32		
N01035 City of Placentia 401 East Chapman Ave. Placentia, CA 92870	4-11-06/57286		0700 1400 2800	01 00 00		7.23 1,402.24 2,772.36 4,181.83		
N03642A NewsBank P.O. Box 1130 Chester, VT 05413	3-28-06/RN460132		2400	03		7,320.00		
N03643A Recorded Books, LLC P.O. Box 64900 Baltimore, MD 21264-4900	3-21-06/2846811		2400	05		387.04		
N03653 Bear State Air Conditioning 3548 Enterprise Dr. Anaheim, CA 92807-1640	4-4-06/06-4-347		1400	00		160.00		
N03660 Elizabeth D. Minter (Petty Checks) Placentia Library District Petty Cash Reimbursement 411 East Chapman Avenue Placentia, CA 92870-6198	GF Petty Checks 2-27-06 to 4-11-06		0900 0900 1000 1800 1900 2400 2700 2700 2700 2700 4000	00 08 00 08 00 01 00 01 03 08 00		53.75 176.38 283.45 166.42 725.50 3.00 95.37 104.00 34.00 42.00 941.39 2,625.26		
N03660 Elizabeth D. Minter (Petty Cash) Placentia Library District Petty Cash Reimbursement 411 East Chapman Avenue Placentia, CA 92870-6198	GF Petty Cash 2-16-06 to 4-11-06		0900 0900 1803 2700	00 08 00 08		3.98 20.10 26.11 20.00 70.19		
N03660A Elizabeth D. Minter 539 Gardenia Avenue Placentia, CA 92870-4705	Travel Reimb 3/20/06 to 3/25/06		2700	00		333.87		

The claims listed above (totaling \$44,863.51) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY



LOCALLY GOVERNED DISTRICT  
CLAIMS TRANSMITTED FOR PAYMENT

DATE 04/17/06  
REPORT NO 4864

Agenda Item 13  
Page 3 of 7

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

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

Payee Name and Address Social Security/Tax ID	APPROVED CLAIMS						A C's Use Only	
	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	Doc Number	SC
N03752P SBC/MCI Dept. LA 21461 Pasadena, CA 91185-1461	3-7-06/T4854900 335-253-2062		0700	01		273.74		
N03828F Baker & Taylor Books 1205 Paysphere Circle Chicago, IL 60674	3-21-06/4005494871 3-21-06/4005494870 3-22-06/4005472946 3-22-06/4005472947 3-22-06/4005472948 3-22-06/4005472949 3-22-06/4005472950 3-22-06/4005472951 3-22-06/4005472952 3-22-06/4005472953 3-30-06/4005502059 3-30-06/4005502058 3-30-06/4005502057 3-30-06/4005502056		2400	01		10.44 18.56 18.56 37.74 18.56 48.66 18.56 21.52 54.68 80.82 13.83 37.70 56.88 16.82		
						453.33		
N03833 Brodart Co. P.O. Box 3488 Williamsport, PA 17705	3-14-06/662504 3-14-06/662804		1000 1800	00 00		243.98 1,114.18		
						1,358.16		
N03842A Ingram Library Services P.O. Box 502779 St. Louis, MO 63150-2779	3-22-06/10713967 3-20-06/10660776 3-20-06/10660777 3-28-06/10806261 3-30-06/10878275 3-28-06/10806262		2400	01		18.44 17.92 15.52 18.21 23.35 82.65		
						176.09		
N06686I Office Depot PO Box 70025 Los Angeles CA 90074-0025	3-31-06/331861401 3-31-06/331680607		1800 1800	00 00		193.31 115.46		
						308.77		
N06785 Hector Vargas Cleaning Service 318 Capistrano St. Placentia, CA 92870 SSN: 546-64-3104	4-5-06/331713		1400	00		1,350.00		
N06808I Postage by Phone (Pitney Bowes) Reserve Account P.O. Box 856056 Louisville, KY 40285-6056	Postage		1803	00		700.00		

The claims listed above (totaling \$4,620.09) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

Page Total

4,620.09



LOCALLY GOVERNED DISTRICT  
CLAIMS TRANSMITTED FOR PAYMENT

DATE 04/17/06  
REPORT NO 4865

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

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

Payee Name and Address Social Security/Tax ID	APPROVED CLAIMS						A C's Use Only	
	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	Doc Number	SC
N06819B American Library Association P.O. Box 932501 Atlanta, GA 31193-2501	3-16-06/09360734		1800	00		267.30		
N06965 Paychex PO Box 4482 Carol Stream IL 60197-4482	3-30-06/20060330		1900	00		236.01		
N09111B EBSCO Publishing P.O. Box 562 Ipswich, MA 01938	2-13-06/0003378		2400	03		-21.90		
	3-22-06/0278091		2400	03		700.00		
N16557 Nextel (note name change) PO Box 4181 Carol Stream IL 60197-4181	4-6-06/594682625-021		0700	00		134.87		
			0700	08		44.96		
N20858 Wendy Goodson c/o Placentia Library District 411 E. Chapman Ave Placentia CA 92870	Travel Reimb 8-24-05 thru 12-27-05 3-22-06 to 3-23-06 3-24-06 thru 4-11-06		2700	01		46.09		
			2700	00		101.34		
			2700	01		53.86		
						201.29		
N22558 Nancy L. Mory 1136 Moro Circle Placentia, CA 92870-3078 (SSN: 557-46-8389)	3-31-06/Spanish Lit		1900	01		376.80	"2"	
N09195 (note PO Bx and Zip change) Scholastic Library Publishing PO Box 34573 Newark, NJ 07189	4-3-06/11077734		2400	03		3,124.00		
N27838 BBC Audiobooks America POB ox 414190 Boston MA 02241-4190	2-24-06/233701 3-17-06/236557 3-21-06/237745		2400	05		210.79		
			2400	05		216.45		
			2400	05		64.56		
						491.80		
N29831 Lerner Group 1251 Washington Ave North Minneapolis MN 55401	3-15-06/L618941		2400	01		20.40		
N28150 Blue Cross of California File 54630 Los Angeles, CA 90054-0630	May 06/323019		0300	00		12,355.45		

The claims listed above (totaling \$17,930.98) 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

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

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

Payee Name and Address Social Security/Tax ID	APPROVED CLAIMS						A C's Use Only	
	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	Doc Number	SC
N29833 Thomson Gale PO Box 95501 Chicago IL 60694-5501	3-16-06/14515696		2400	01		159.21		
	3-21-06/14520872		2400	01		28.40		
						187.61		
N30872 Manuel Perez c/o Placentia Library District 411 E Chapman Ave Placentia CA 92870	Travel Reimb 3-16-06to4-6-06		2700	01		7.12		
N30025 Random House Dept 0919 PO Box 120001 Dallas TX 75312-0919	3-28-06/1081291001		2400	05		66.80		
N30884 Guadalupe Arreola 1353 W Baker Ave Fullerton CA 92833	3-31-06/Spanish Lit		1900	01		251.30	"2"	
(need vendor #) AvScholars Publishing 47 N Cedar Lane Glenwood IL 60425	3-20-06/21831		2400	01		18.90		

The claims listed above (totaling \$531.73) 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





County of Orange  
**ELECTRONIC FUNDS TRANSFER**  
A/P PAYMENT REQUEST AND TRANSMITTAL

Email to: Treasurer-Tax Collector cashmgmt@ttc.ocgov.com or Fax to: 834-2912

Please Pay \$ 38,789.65 on 5 | 10 | 06

Send To: Bank Name: Wells Fargo Bank  
 ABA #: 121042882  
 Account Name: Placentia Library District  
 Account #: 2011939659  
 Reference: Payroll #23

Description:

Department / Agency

Contact: Elizabeth D. Minter, Library Director  
Name and Title  
714-528-1925 714-528-8236  
Phone Number FAX Number

AUDITOR COPY SUBMITTED TO: CLAIMS AUDIT   
 CHECK WRITING

Vendor Code: N03641

DEPARTMENT'S USE -- COMPLETE IN DETAIL												A-C USE
FUND	AGCY	ORG	ACTV	OBJ	SUB OBJ	REV	SUB REV	JOB NUMBER	REPT CATG	B S ACCT	AMOUNT	SP CD
707	707			0100	00						36,036.69	
707	707			200	00						2,752.96	
ENCUMBRANCE REVERSAL: <input type="checkbox"/> YES <input type="checkbox"/> NO											TOTAL PAYMENT	38,789.65
I HEREBY CERTIFY THAT THIS CLAIM IS TRUE AND CORRECT AND THAT PAYMENT HAS NOT BEEN RECEIVED BY				EXPENDITURES AUTHORIZED AND APPROVED BY				APPROVED DAVID E. SUNDSTROM, Auditor-Controller				
CLAIMANT	DATE			AUTHORIZED SIGNER			DATE			DEPUTY	DATE	

PLEASE DO NOT WRITE BELOW THIS LINE - FOR INTERNAL USE ONLY	
<b>Auditor-Controller Approvals:</b> Claims & Disbursing: Over Limit: \$100,000 (1) \$500,000 (2) \$1,000,000 (3) Claims & Disbursing Manager: Check Writing:	<b>Transaction Reference</b> Automated Clearing House (CH): _____ Wire Transfer (WT): _____ Automated Clearing House (IC): _____ MW Transaction #: _____ <b>Treasurer-Tax Collector Information</b> Released By / Ref #: _____
<b>General Ledger Approvals:</b> Cash & Expense Budget: _____ Date: _____ Wrec: _____	





County of Orange  
**ELECTRONIC FUNDS TRANSFER**  
A/P PAYMENT REQUEST AND TRANSMITTAL

Email to: Treasurer-Tax Collector cashmgmt@ttc.ocgov.com or Fax to: 834-2912

Please Pay \$ 38,789.65 on 5 | 24 | 06

Send To: Bank Name: Wells Fargo Bank  
ABA #: 121042882  
Account Name: Placentia Library District  
Account #: 2011939659  
Reference: Payroll #24

Description:

Department / Agency

Contact: Elizabeth D. Minter, Library Director  
Name and Title  
714-528-1925 714-528-8236  
Phone Number FAX Number

AUDITOR COPY SUBMITTED TO: CLAIMS AUDIT   
CHECK WRITING

Vendor Code: N03641

DEPARTMENT'S USE -- COMPLETE IN DETAIL												A/C USE
FUND	ACCY	ORG	ACTV	OBJ	SUB OBJ	REV	SUB REV	JOB NUMBER	REPT CATG	B S ACCT	AMOUNT	SP CD
707	707			0100	00						36,036.69	
707	707			200	00						2,752.96	
ENCUMBRANCE REVERSAL: <input type="checkbox"/> YES <input type="checkbox"/> NO											TOTAL PAYMENT	38,789.65
I HEREBY CERTIFY THAT THIS CLAIM IS TRUE AND CORRECT AND THAT PAYMENT HAS NOT BEEN RECEIVED BY				EXPENDITURES AUTHORIZED AND APPROVED BY				APPROVED DAVID E. SUNDBLUM, Auditor-Controller				
CLAIMANT	DATE			AUTHORIZED SIGNER				DATE		DEPUTY	DATE	

PLEASE DO NOT WRITE BELOW THIS LINE - FOR INTERNAL USE ONLY	
<p><u>Auditor-Controller Approvals:</u></p> <p><u>Claims &amp; Disbursing:</u></p> <p>Over Limit _____</p> <p style="text-align: center;">\$100,000 (1)    \$500,000 (2)    \$1,000,000 (3)</p> <p><u>Claims &amp; Disbursing Manager:</u> _____</p> <p><u>Check Writing:</u> _____</p> <p><u>General Ledger Approvals:</u></p> <p>Cash &amp; Expense Budget: _____ Date: _____ WRFC</p>	<p><u>Transaction Reference</u></p> <p>Automated Clearing House (CH) _____ Wire Transfer (WT) _____</p> <p>Automated Clearing House (IC) _____</p> <p>MW Transaction #: _____</p> <p><u>Treasurer-Tax Collector Information</u></p> <p>Released By / Ref #: _____</p>



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**PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES**

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**TO:** Library Board of Trustees  
**FROM:** Elizabeth D. Minter, Library Director *EDM*  
**SUBJECT:** Cash Flow Analysis  
**DATE:** April 17, 2006

**BACKGROUND:**

The Cash Flow Analysis for the General Fund for Fiscal Year 2005-2006 is Attachment A.

The Property Tax Apportionment Schedule for Fiscal Year 2005-2006 is Attachment B.

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

**RECOMMENDATION:**

Receive & File the Cash Flow Analysis for Fiscal Year 2005-2006 through April 17, 2006.





Placentia Library District  
FY2005-2006 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
07/01/05		Beginning Balance			837,101.17
08/16/03	4783	General by 3 Trustee signatures		1,027.90	836,073.27
01/16/05	4830	General by 3 Trustee signatures		2,317.01	833,756.26
01/16/05	4831	General by 3 Trustee signatures		3,198.75	830,557.51
01/16/05	4832	General by 3 Trustee signatures		3,584.47	826,973.04
01/16/05	4833	General by 3 Trustee signatures		1,611.37	825,361.67
01/16/05	4834	General by 3 Trustee signatures		350.00	825,011.67
01/16/05	4835	General by 3 Trustee signatures		7,266.16	817,745.51
01/16/05		Payroll #16 to wire Feb 8, 2006		44,146.24	773,599.27
01/16/05		Payroll #17 to wire Feb 22, 2006		42,749.93	730,849.34
06/15/05		Payroll #1 to wire Jul 6, 2005		38,789.65	692,059.69
06/15/05		Payroll #2 to wire Jul 20, 2005		38,789.65	653,270.04
06/23/05	4763	General by Library Director		17,273.63	635,996.41
06/23/05	4764	General by Library Director		14,800.99	621,195.42
07/02/05	4765	General by Library Director		2,664.61	618,530.81
07/09/05	4766	General by Library Director		3,332.72	615,198.09
07/09/05	4767	General by Library Director		908.95	614,289.14
07/11/05		Adjustment for FY2004-05, Claim 4749		16,745.00	597,544.14
07/14/05	4768	General by Library Director		19,790.44	577,753.70
07/14/05		6230-01: Prior Secured #8	16,231.99	40.58	593,945.11
07/14/05		6280-01: Supplemental paid 1984	1.66		593,946.77
07/14/05		6280-01: Supplemental paid 1985+	15,666.44		609,613.21
07/14/05		6300: Delinquent supplemental	1,417.30		611,030.51
07/14/05		6300: Delinquent supplemental penalties	327.44		611,357.95
07/18/05	4769	General by 3 Trustee signatures		6,791.36	604,566.59
07/18/05	4770	General by 3 Trustee signatures		4,356.11	600,210.48
07/18/05	4771	General by 3 Trustee signatures		3,370.23	596,840.25
07/18/05	4772	General by 3 Trustee signatures		4,371.76	592,468.49
07/18/05		Payroll #3 to wire Aug 3, 2005		38,789.65	553,678.84
07/18/05		Payroll #4 to wire Aug 17, 2005		38,789.65	514,889.19
07/18/05		Payroll #5 to wire Aug 31, 2005		38,789.65	476,099.54
07/18/05		6230-04: Teeter apportionment	15,295.19		491,394.73
07/20/05		6610: OC Interest Administrative Fee, June		90.01	491,304.72
07/21/05		6610-00: Interest Bank of the West	9.52		491,314.24
07/21/05		7670-00: Library Fines & Fees	5,529.17		496,843.41
07/21/05		7670:01: Library Passport Revenue	16,317.06		513,160.47
07/21/05		6610: OC Interest Administrative Fee, June		(90.01)	513,250.48
07/21/05	4773	General by Library Director (single signature)		1,307.01	511,943.47
07/21/05	4774	General by Library Director (single signature)		1,961.07	509,982.40
07/28/05	4775	General by Wood (single signature)		2,139.11	507,843.29
07/28/05	4776	General by Wood (single signature)		4,915.50	502,927.79
08/04/05		OCA refused to correct adjustment for FY2004-05, Claim 4729	16,745.00		519,672.79
08/04/05	4777	General by DeVecchio (single signature)		1,603.59	518,069.20
08/04/05	4778	General by Library Director & DeVecchio		5,276.46	512,792.74
08/04/05	4779	General by DeVecchio (single signature)		4,643.87	508,148.87
08/10/05		6300: Supplemental #1	2,397.64		510,546.51
08/15/05	4780	General by 3 Trustee signatures		18,667.81	491,878.70

Placentia Library District  
FY2005-2006 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
08/15/05	4781	General by 3 Trustee signatures		4,763.48	487,115.22
08/15/05	4782	General by 3 Trustee signatures		1,869.28	485,245.94
08/15/05		Payroll #6 to wire Sep 14, 2005		38,789.65	446,456.29
08/15/05		Payroll #7 to wire Sep 28, 2006		38,789.65	407,666.64
08/16/05		6610: Orange County Investment Pool interest, Jul	2,221.76	78.45	409,809.95
08/18/05	4784	General by Library Director & DeVecchio		1,529.34	408,280.61
08/18/05	4785	General by Library Director & DeVecchio		2,039.04	406,241.57
08/18/05		6610-00: Bank of the West interest	9.09		406,250.66
08/18/05		7670-00: Library Revenue, Aug	3,265.41		409,516.07
08/18/05		7670-01: Library Passport Revenue, Aug	7,868.97		417,385.04
08/25/05	4786	General by Library Director & DeVecchio		2,435.55	414,949.49
08/25/05	4787	General by Library Director & DeVecchio		6,226.56	408,722.93
09/01/05	4788	General by Library Director & Escobosa		2,256.88	406,466.05
09/01/05	4789	General by Library Director & Escobosa		9,929.71	396,536.34
09/08/05	4790	General by Library Director & Shkoler		3,896.71	392,639.63
09/08/05	4791	General by Library Director & Shkoler		15,614.74	377,024.89
09/19/05	4792	General by 3 Trustee signatures		19,718.54	357,306.35
09/19/05	4793	General by 3 Trustee signatures		2,754.55	354,551.80
09/19/05	4794	General by 3 Trustee signatures		4,141.45	350,410.35
09/19/05	4795	General by 3 Trustee signatures		1,613.71	348,796.64
09/19/05	4796	General by 3 Trustee signatures		1,506.17	347,290.47
09/19/05		Payroll #8 to wire Oct.12, 2006		38,789.65	308,500.82
09/19/05		Payroll #9 to wire Oct 26, 2006		38,789.65	269,711.17
09/22/05	4797	General by Library Director & Turner		1,870.00	267,841.17
09/22/05		6220: Unsecured	54,632.83	136.58	322,337.42
09/22/05		6280: Supplemental #2	9,954.14		332,291.56
09/26/05		6610-00: Bank of the West interest	8.36		332,299.92
09/26/05		7670-00: Library Revenue, Sep	4,339.26		336,639.18
09/26/05		7670-01: Library Passport Revenue, Sep	7,441.65		344,080.83
09/26/05		6970-00: State Library Interlibrary Loan	5,729.17		349,810.00
09/26/05		6970-02: State Library CA Literacy Campaign	30,000.00		379,810.00
09/26/05		6970-05: State Library Project Grants, Staff Education	21,885.00		401,695.00
09/27/05		6610: Orange County Investment Pool interest, Aug	1,987.40	67.92	403,614.48
10/06/05	4798	General by Library Director & Escobosa		6,407.63	397,206.85
10/06/05	4799	General by Library Director & Escobosa & Shkoler		5,574.99	391,631.86
10/06/05	4800	General by Library Director & Shkoler		11,293.81	380,338.05
10/12/05		6280: Supplemental #3	4,050.18		384,388.23
10/17/05	4801	General by 3 Trustee signatures		18,361.32	366,026.91
10/17/05	4802	General by 3 Trustee signatures		3,073.23	362,953.68
10/17/05	4803	General by 3 Trustee signatures		17,178.84	345,774.84
10/17/05	4804	General by 3 Trustee signatures		2,802.50	342,972.34
10/17/05		Payroll #10 to wire Nov 9, 2006		38,789.65	304,182.69
10/17/05		Payroll #11 to wire Oct 26, 2006		38,789.65	265,393.04
10/19/05		6610: Orange County Investment Pool interest, Sep	1,684.33	55.79	267,021.58
10/24/05	4805	General by Library Director & DeVecchio		8,120.33	258,901.25
10/24/05	4806	General by Library Director & DeVecchio		5,113.15	253,788.10
10/24/05		6610-00: Bank of the West interest	27.67		253,815.77

Placentia Library District  
FY2005-2006 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
10/24/05		6970-03: State Library Family Literacy	8,514.00		262,329.77
10/24/05		6970-06: State Mandated Claims Reimbursement	8,000.00		270,329.77
10/24/05		7670-00: Library Revenue, Oct	14,859.91		285,189.68
10/24/05		7670-01: Library Passport Revenue, Oct	16,631.59		301,821.27
11/01/05	4807	General by 3 Trustee signatures		2,911.63	298,909.64
11/01/05	4808	General by Library Director & Turner		1,646.79	297,262.85
11/10/05	4809	General by Library Director & Escobosa		8,312.11	288,950.74
11/10/05	4810	General by Library Director & Escobosa		6,654.80	282,295.94
11/10/05	4811	General by Library Director & Escobosa		15,588.81	266,707.13
11/16/05		6280: Supplemental #4	2,320.19		269,027.32
11/17/05	4812	General by Library Director & pending		2,778.52	266,248.80
11/21/05		6610: Orange County Investment Pool interest, Oct	1,826.50	58.16	268,017.14
11/22/05		6210: Secured #1	147,213.34	368.03	414,862.45
11/28/05	4813	General by 3 Trustee signatures		9,459.00	405,403.45
11/28/05	4814	General by 3 Trustee signatures		44,633.44	360,770.01
11/28/05	4815	General by 3 Trustee signatures		15,138.70	345,631.31
11/28/05	4816	General by 3 Trustee signatures		2,791.81	342,839.50
11/28/05		Payroll #12 to wire Dec 7, 2006		38,789.65	304,049.85
11/28/05		Payroll #13 to wire Dec 21, 2006		38,789.65	265,260.20
12/01/05	4817	General by Library Director & Turner		2,869.04	262,391.16
12/01/05	4818	General by Library Director & Turner		2,356.75	260,034.41
12/06/05	4819	General by Library Director & Escobosa		5,483.17	254,551.24
12/06/05	4820	General by Library Director & Wood		2,122.35	252,428.89
12/07/05		6610-00: Bank of the West interest	16.39		252,445.28
12/07/05		7670-00: Library Revenue, Nov	6,432.26		258,877.54
12/07/05		7670-01: Library Passport Revenue, Nov	15,731.27		274,608.81
12/08/05		6210: Secured #2	148,833.30	372.08	423,070.03
12/08/05		6690-00: State Homeowners #1	2,544.49		425,614.52
12/14/05		7670-00: Library Revenue, Dec	1,060.68		426,675.20
12/14/05		7670-01: Library Passport Revenue, Dec	1,672.95		428,348.15
12/19/05	4821	General by 3 Trustee signatures		11,550.15	416,798.00
12/19/05	4822	General by 3 Trustee signatures		5,637.20	411,160.80
12/19/05	4823	General by 3 Trustee signatures		1,586.11	409,574.69
12/19/05	4824	General by 3 Trustee signatures		13,255.97	396,318.72
12/19/05		Payroll #14 to wire Jan 4, 2006		66,838.45	329,480.27
12/19/05		Payroll #15 to wire Jan 18, 2006		38,789.65	290,690.62
12/20/05		6210: Secured #3	314,473.57	768.18	604,396.01
12/20/05		6280: Supplemental #5	10,545.85		614,941.86
12/22/05		6610: Orange County Investment Pool interest, Nov	1,596.78	48.38	616,490.26
12/27/05	4825	Fund 702: \$13,217.54 by Library Director & Shkoler			616,490.26
12/27/05	4826	General by Library Director & Shkoler		6,180.08	610,310.18
12/27/05	4827	General by Library Director & Shkoler		12,489.56	597,820.62
01/05/06	4828	General by Library Director & Wood		2,780.42	595,040.20
01/05/06	4829	General by Library Director & Wood		17,287.01	577,753.19
01/06/06		6970-00: State Library Interlibrary Loan	2,829.42		580,582.61
01/06/06		6970-03: State Library LSTA Grant for HIS House Project	21,885.00		602,467.61
01/06/06		7670-00: Library Revenue, Dec	3,430.19		605,897.80

Placentia Library District  
FY2005-2006 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
01/06/06		7670-01: Library Passport Revenue, Dec	8,902.72		614,800.52
01/10/06		6690-00: State Homeowners #2	5,937.16		620,737.68
01/16/06	4830	General by 3 Trustee signatures		2,317.01	618,420.67
01/16/06	4831	General by 3 Trustee signatures		3,198.75	615,221.92
01/16/06	4832	General by 3 Trustee signatures'		3,584.47	611,637.45
01/16/06	4833	General by 3 Trustee signatures		1,611.37	610,026.08
01/16/06	4834	General by 3 Trustee signatures		350.00	609,676.08
01/16/06	4835	General by 3 Trustee signatures		7,266.16	602,409.92
01/16/06		Payroll #16 to wire Feb 8, 2006		44,146.24	558,263.68
01/16/06		Payroll #17 to wire Feb 22, 2006		42,749.93	515,513.75
01/19/06		6210: Secured #4	191,941.89	479.85	706,975.79
01/19/06		6220: Unsecured	10,334.18	25.84	717,284.13
01/19/06		6280: Supplemental #6	18,604.59		735,888.72
01/23/06		6610: Orange County Investment Pool interest, Dec	2,597.09	72.51	738,413.30
01/24/06	4836	General by Library Director & Escobosa		1,829.28	736,584.02
01/24/06	4837	General by Library Director & Escobosa		3,214.42	733,369.60
01/26/06		6210-01: Public Utility #1	11,672.50	29.18	745,012.92
02/02/06	4838	General by Library Director & Shkoler		7,048.43	737,964.49
02/02/06	4839	General by Library Director & Shkoler		1,540.19	736,424.30
02/09/06	4840	General by Library Director & DeVecchio		11,666.10	724,758.20
02/09/06	4841	General by Library Director & DeVecchio		17,136.37	707,621.83
02/15/06		6250: SDAF #1	4,060.00		711,681.83
02/15/06		6280: Supplemental #7	4,390.19		711,681.83
02/21/06	4842	General by 3 Trustee signatures		6,907.93	704,773.90
02/21/06	4843	General by 3 Trustee signatures		1,936.00	702,837.90
02/21/06	4844	General by 3 Trustee signatures		2,931.93	699,905.97
02/21/06	4845	General by 3 Trustee signatures		4,079.33	695,826.64
02/21/06		Payroll #18 to wire Jan 4, 2006		40,316.17	655,510.47
02/21/06		Payroll #19 to wire Jan 18, 2006		42,237.93	613,272.54
02/21/06		Payroll #20 to wire Jan 18, 2006		38,789.65	574,482.89
02/21/06		6610: Orange County Investment Pool interest, Jan	3,122.06		577,604.95
02/23/06	4846	General by Library Director & DeVecchio		2,226.78	575,378.17
02/23/06	4847	General by Library Director & DeVecchio		611.75	574,766.42
02/23/06		6610-00: Bank of the West interest	11.75		574,778.17
02/23/06		6970-01: State Library CA Foundation Fund	21,080.00		595,858.17
02/23/06		6970-02: State Library CA Literacy Campaign	21,732.00		617,590.17
02/23/06		7670-00: Library Revenue, Jan	6,841.62	87.57	624,344.22
02/23/06		7670-01: Library Passport Revenue, Jan	18,300.13		642,644.35
03/02/06	4848	General by Escobosa, Turner & DeVecchio		7,417.20	635,227.15
03/02/06	4849	General by Escobosa, Turner & DeVecchio		5,914.37	629,312.78
03/09/06	4850	General by DeVecchio, Shkoler & Wood		3,672.64	625,640.14
03/09/06	4851	General by DeVecchio, Shkoler & Wood		1,483.78	624,156.36
03/16/06	4852	General by Shkoler, Turner & pending		4,584.58	619,571.78
03/16/06	4853	General by Shkoler, Turner & pending		11,929.16	607,642.62
03/16/06		6610: Orange County Investment Pool interest, Feb	3,110.43	82.16	610,670.89
03/16/06		6610-00: Bank of the West interest	37.81		610,708.70
03/16/06		6970-00: State Library Interlibrary Loan	2,613.60		613,322.30

Placentia Library District  
FY2005-2006 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
03/16/06		7670-00: Library Revenue, Feb/Mar	4,374.09		617,696.39
03/16/06		7670-01: Library Passport Revenue, Feb/Mar	14,315.53		632,011.92
03/20/06		6210: Secured #5	76,219.63	190.55	708,041.00
03/20/06		6280: Supplemental #8	5,748.34		713,789.34
03/28/06	4854	General by 3 Trustee signatures		9,120.92	704,668.42
03/28/06		Payroll #21 to wire Apr 12, 2006		41,418.29	663,250.13
03/28/06		Payroll #22 to wire Apr 26, 2006		41,666.17	621,583.96
03/28/06	4855	General by 3 Trustee signatures		7,369.57	614,214.39
03/28/06	4856	General by 3 Trustee signatures		3,113.63	611,100.76
03/28/06	4857	General by 3 Trustee signatures		1,277.13	609,823.63
03/28/06	4858	General by 3 Trustee signatures		8,137.44	601,686.19
03/29/06	4859	General by Library Director & Turner		669.19	601,017.00
04/05/06	4860	General by Library Director & Wood		2,985.63	598,031.37
04/05/06	4861	General by Library Director & Wood		4,651.16	593,380.21
04/05/06	4862	General by Library Director & Wood		366.08	593,014.13
04/17/06	4863	General by 3 Trustee signatures		44,863.51	548,150.62
04/17/06	4864	General by 3 Trustee signatures		4,620.09	543,530.53
04/17/06	4865	General by 3 Trustee signatures		17,930.98	525,599.55
04/17/06	4866	General by 3 Trustee signatures		531.73	525,067.82
04/17/06		Payroll #23 to wire May 10, 2006		38,789.65	486,278.17
04/17/06		Payroll #24 to wire May 24, 2006		38,789.65	447,488.52
					447,488.52



Property Tax Apportionments  
Fiscal Year 2005-2006

APPORTIONMENT	APPORT. DATE	AVAIL. DATE	COLLECTIONS	PERCENTAGE
Pr Yr Sec & Penalties Non				
Teeter 1	8/10/2005	8/11/2005	July	
Supplemental 1	8/10/2005	8/11/2005	Collections for July	
Pr Yr Sec & Penalties Non				
Teeter 2	9/14/2005	9/15/2005	August	
Unsecured 1	9/22/2005	9/23/2005	Collections at 08-31-2005	80% - 85%
Supplemental 2	9/22/2005	9/23/2005	Collections for August	
Pr Yr Sec & Penalties Non				
Teeter 3	10/12/2005	10/13/2005	September	
Supplemental 3	10/12/2005	10/13/2005	Collections for September	
Pr Yr Sec & Penalties Non				
Teeter 4	11/16/2005	11/17/2005	October	
Supplemental 4	11/16/2005	11/17/2005	Collections for October	
Secured # 1	11/22/2005	11/23/2005	Collections at 11-10-2005	7% - 10%
Property Tax Relief 1	12/8/2005	12/9/2005		15%
Secured # 2	12/8/2005	12/9/2005	Collections at 12-02-2005	14% - 20%
Pr Yr Sec & Penalties Non				
Teeter 5	12/14/2005	12/15/2005	November	
Secured # 3	12/20/2005	12/21/2005	Collections at 12-09-2005	20% - 25%
Supplemental 5	12/20/2005	12/21/2005	Collections for November	
ERAF 1 - Non-Schools	1/3/2006	1/4/2006	For Non-schools	\$182 million + growth
Sales & Use Tax				
Compensation 1	1/5/2006	1/6/2006	Cities and County only	50%
Sales Tax In-Lieu of				
VLF/VLF Swap 1	1/5/2006	1/6/2006	Cities and County only	50%
H/O Property Tax Relief 2	1/10/2006	1/11/2006		35%
Pr Yr Sec & Penalties Non				
Teeter 6	1/11/2006	1/12/2006	December	
Secured # 4	1/19/2006	1/20/2006	Collections at 01-13-2006	3% - 7%
Unsecured 2	1/19/2006	1/20/2006	Collections at 12-31-2005	5% -8%
Supplemental 6	1/19/2006	1/20/2006	Collections for December	
State-Assessed Public Utility	1/26/2006	1/27/2006	1 <sup>st</sup> Installment Collections	49% - 50%

Pr Yr Sec & Penalties Non				
Teeter 7	2/15/2006	2/16/2006	January	
Supplemental 7	2/15/2006	2/16/2006	Collections for January	
Pr Yr Sec & Penalties Non				
Teeter 8	3/15/2006	3/16/2006	February	
Secured # 5	3/20/2006	3/21/2006	Collections at 03-10-2006	5% - 7%
Supplemental 8	3/20/2006	3/21/2006	Collections for February	
Pr Yr Sec & Penalties Non				
Teeter 9	4/12/2006	4/13/2006	March	
Secured # 6	4/20/2006	4/21/2006	Collections at 04-7-2006	15% - 20%
Supplemental 9	4/20/2006	4/21/2006	Collections for March	
ERAF 2- Schools	4/25/2006	4/26/2006	For Schools	\$102 million + growth
ERAF 3- Non-Schools	5/1/2006	5/2/2006	For Non-schools	\$182 million + growth
Sales & Use Tax				
Compensation 2	5/4/2006	5/5/2006	Cities and County only	50%
Sales Tax In-Lieu of				
VLF/VLF Swap 2	5/4/2006	5/5/2006	Cities and County only	50%
Pr Yr Sec & Penalties Non				
Teeter 10	5/10/2006	5/11/2006	April	
H/O Property Tax Relief 3	5/10/2006	5/11/2006		35%
Secured # 7	5/18/2006	5/19/2006	Collections at 05-12-2006	10% - 15%
Supplemental 10	5/18/2006	5/19/2006	Collections for April	
State-Assessed Public Utility				
2	5/25/2006	5/26/2006	2 <sup>nd</sup> Installment Collections	49% - 50%
ERAF 4 - Schools	5/25/2006	5/26/2006	For Schools	RDA tax shift, \$21.6 million
H/O Property Tax Relief 4	6/8/2006	6/9/2006		15%
ERAF 5 - Schools	6/8/2006	6/9/2006	For Schools	\$52 million + growth
Pr Yr Sec & Penalties Non				
Teeter 11	6/14/2006	6/15/2006	May	
Unsecured Final	6/20/2006	6/21/2006	Collections at 05-31-2006	2%- 5%
Supplemental 11	6/20/2006	6/21/2006	Collections for May 06-01-05 through 05-31-06	
Delq. PY Unsecured	6/20/2006	6/21/2006	Collections	
ERAF 6 - Schools	6/29/2006	6/30/2006	For Schools	Balance in Fund
Secured - Final	7/13/2006	7/14/2006	Final Collections at Year-end	1% - 2%
Pr Yr Sec & Penalties Non				
Teeter 12	7/13/2006	7/14/2006	June	
Supplemental 12	7/13/2006	7/14/2006	Collections for June 07-01-05 through 06-30-06	
Delq. PY Suppl. Taxes &				
Penalties:	7/13/2006	7/14/2006	Collections	
Teeter Plan	7/18/2006	7/19/2006	Actual Final Delinquencies	1% - 3%



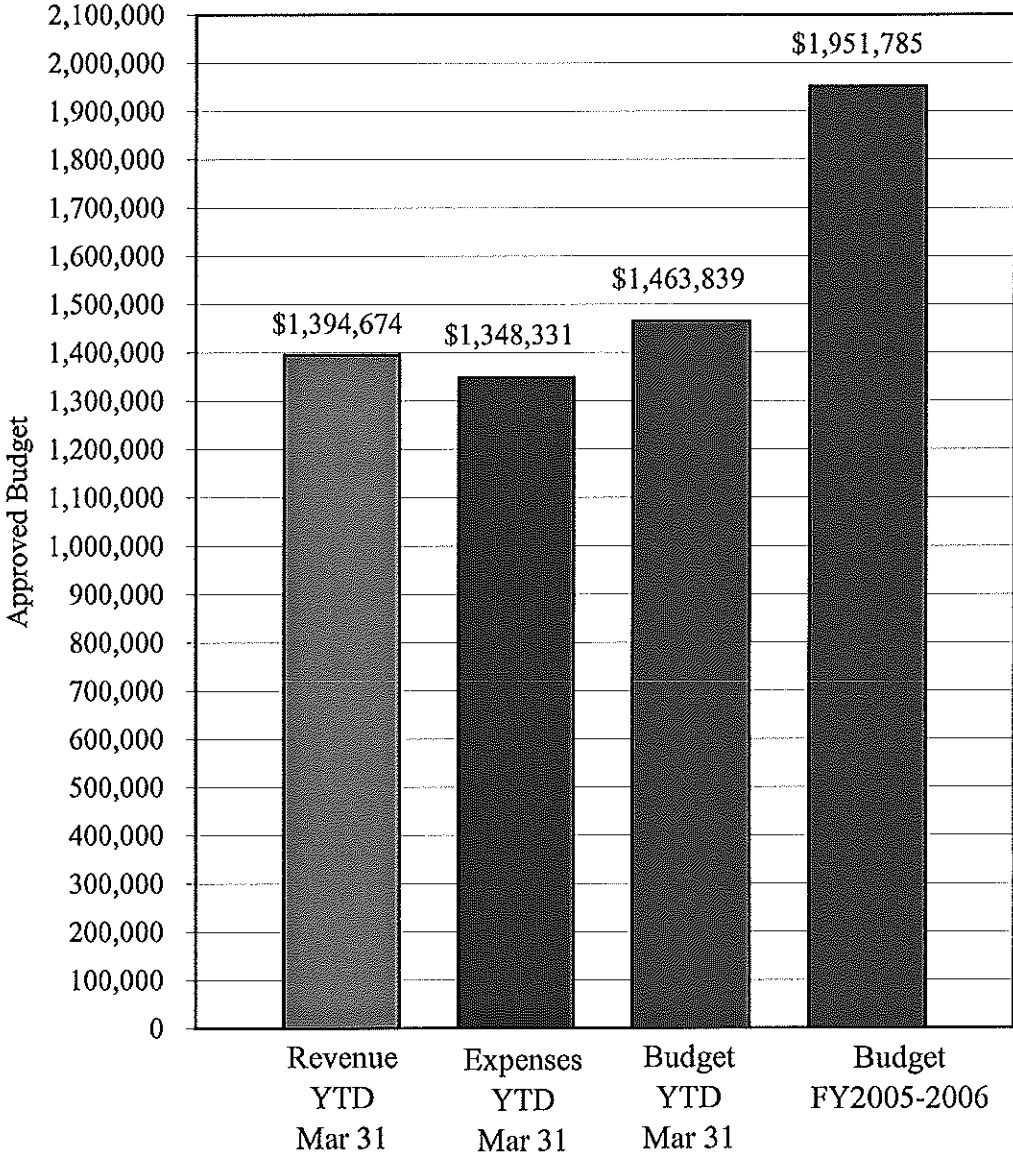
**Fund Balance Report**  
**Post-Petition Balances (B/S Account 8010 - Cash)**  
 April 17, 2006

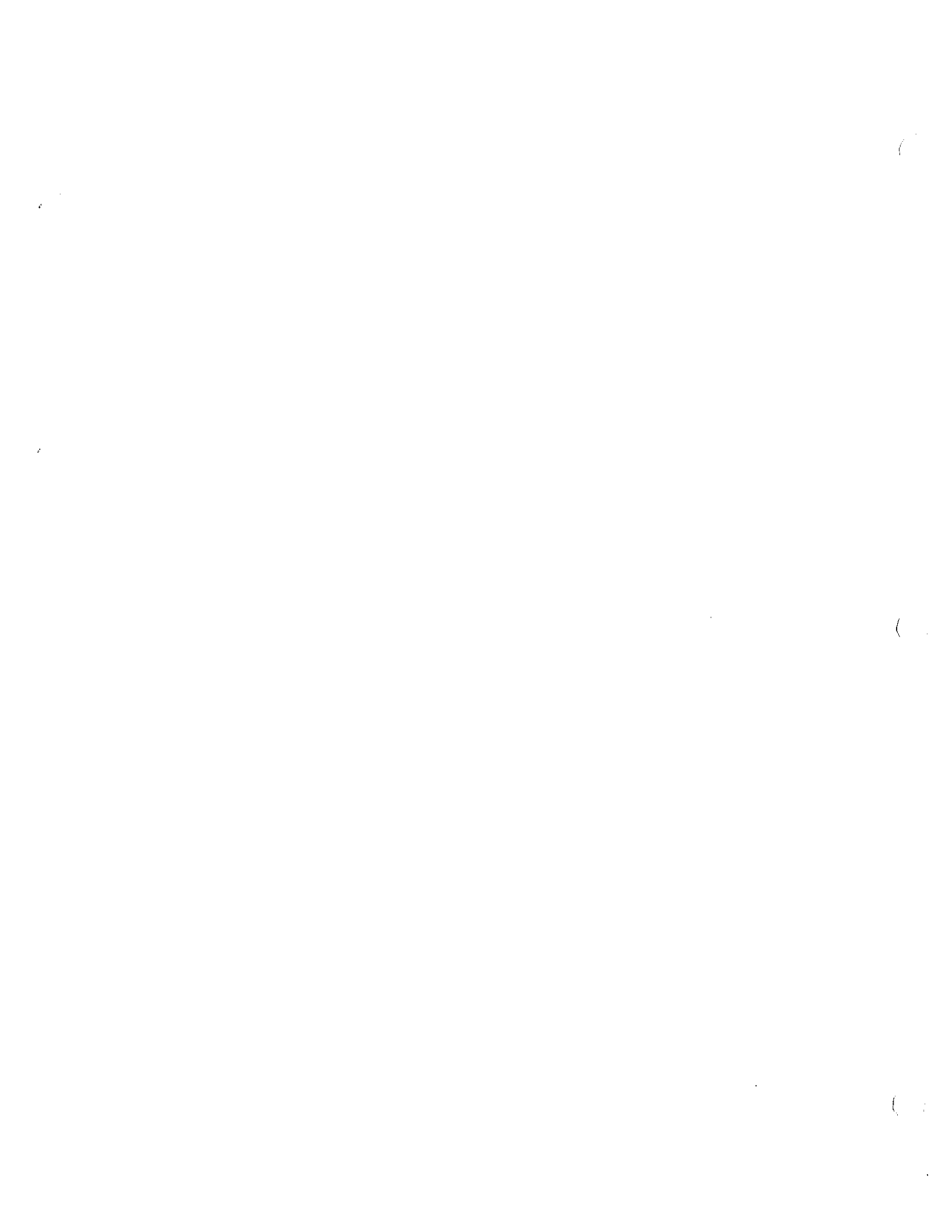
	Fiscal Year 2005-2006						TOTAL	TOTAL
	Fund 702	Fund 703	Fund 706	Fund 707	Fund 708	TOTAL	TOTAL	
	Maj Equip/Struc	Auto Replac	Bond Redempt	General Fund	Sick Lv Payoff	ALL FUNDS	EXCL GEN FUND	
06/30/05	122,422.78	10,357.21	165,189.49	837,101.17	10,106.39	1,145,177.04	308,075.87	
07/31/05	122,741.64	10,382.49	165,592.69	760,016.26	10,131.05	1,068,864.13	308,847.87	
08/31/05	123,044.94	10,408.15	166,001.88	601,465.37	10,156.09	911,076.43	309,611.06	
09/30/05	123,366.14	10,435.32	166,435.23	629,662.56	10,182.61	940,081.86	310,419.30	
10/31/05	123,699.64	10,463.53	166,885.16	511,382.72	10,210.14	822,641.19	311,258.47	
11/30/05	124,033.15	10,491.74	167,335.11	534,616.78	10,237.67	846,714.45	312,097.67	
12/31/05	124,393.83	10,522.25	167,821.70	861,368.68	10,267.44	1,174,373.90	313,005.22	
01/31/06	111,512.01	10,553.35	168,317.80	977,684.72	10,297.80	1,278,365.68	300,680.96	
02/28/06	111,927.45	10,588.46	168,877.74	942,809.05	10,332.05	1,244,534.75	301,725.70	
03/31/06	112,329.88	10,623.61	169,438.33	885,128.36	10,366.35	1,187,886.53	302,758.17	
04/30/06						0.00	0.00	
05/31/06						0.00	0.00	
06/30/06						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 2004-2005						TOTAL	TOTAL
	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	
06/30/04	120,216.46	10,168.91	162,185.96	707,872.67	9,922.64	1,010,366.64	302,493.97	
07/31/04	120,332.88	10,178.76	162,343.02	657,770.13	9,932.25	960,557.04	302,786.91	
08/31/04	120,450.85	10,188.74	162,502.17	531,470.57	9,941.98	834,554.31	303,083.74	
09/30/04	120,739.55	10,213.16	162,891.67	459,788.59	9,965.81	763,598.78	303,810.19	
10/31/04	120,896.28	10,226.42	163,103.11	447,074.31	9,978.75	751,278.87	304,204.56	
11/30/04	120,883.45	10,225.33	163,085.79	474,439.99	9,977.69	778,612.25	304,172.26	
12/31/04	121,058.44	10,240.13	163,321.88	760,018.61	9,992.13	1,064,631.19	304,612.58	
01/31/05	121,244.85	10,255.90	163,573.36	741,355.45	10,007.52	1,046,437.08	305,081.63	
02/28/05	121,456.53	10,273.81	163,858.93	700,519.23	10,024.99	1,006,133.49	305,614.26	
03/31/05	121,679.20	10,292.64	164,159.33	664,264.14	10,043.37	970,438.68	306,174.54	
04/30/05	121,930.13	10,313.85	164,159.33	907,923.87	10,064.08	1,214,391.26	306,467.39	
05/31/05	122,177.95	10,334.81	164,832.20	1,011,076.12	10,084.54	1,318,505.62	307,429.50	
06/30/05	122,422.78	10,357.21	165,189.49	837,101.17	10,106.39	1,145,177.04	308,075.87	
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 2005 - 2006**  
**General Fund Cash Flow**





PLACENTIA LIBRARY DISTRICT  
REVENUE REPORT FOR FUND 707

(Prepared from the Orange County Auditor's Report)  
April 17, 2006

OBJECT CODE	DESCRIPTION	FY2005-2006 BUDGETED	FY2005-2006 YTD	FY2004-2005 YTD	FY2005-2006 MAR 2006	FY2004-2005 MAR 2005	FY2005-2006 % EXP BUD
6210-00	Prop. Taxes - current secured	1,333,163.00	878,681.73	808,983.13	76,219.63	76,124.87	65.91%
6210-01	Public Utility	22,500.00	11,672.50	11,524.07	0.00	0.00	51.88%
6210-04	Teeter Plan - current delinquent	12,500.00	0.00	0.00	0.00	0.00	
	TOTAL PROP. TAXES - CURRENT SECURED	1,368,163.00	890,354.23	820,507.20	76,219.63	76,124.87	65.08%
6220	PROP. TAXES - CURRENT UNSECURED	61,000.00	64,967.01	61,148.55	0.00	0.00	106.50%
6230-00	Prop. Taxes - Prior Secured	13,000.00	16,231.99	0.00	0.00	0.00	
6230-01	Prior year's secured final apportionment	0.00	0.00	0.00	0.00	0.00	
6230-02	Secured prior years	0.00	0.00	0.00	0.00	0.00	
6230-03	Tax deed land sales	0.00	0.00	0.00	0.00	0.00	
6230-04	Teeter Plan buyout - FY1993-1994 only	0.00	15,295.19	12,766.29	0.00	0.00	
6230-10	Release of impounds	0.00	0.00	0.00	0.00	0.00	
6230-11	(1994 ERAF Refund)	0.00	0.00	0.00	0.00	0.00	
	TOTAL PROP. TAXES - PRIOR SECURED	13,000.00	31,527.18	12,766.29	0.00	0.00	242.52%
6240	TOTAL PROP. TAXES PRIOR UNSECURED	750.00	0.00	0.00	0.00	0.00	0.00%
6250	TAXES - SPECIAL DISTRICT AUGMENTATION	4,000.00	4,060.00	4,060.00	0.00	0.00	
6260	PENALTIES & COSTS ON DELINQUENT TAXES	0.00	0.00	0.00	0.00	0.00	
6280-00	Property taxes current supplemental	58,000.00	73,679.22	53,006.50	5,748.34	4,669.43	127.03%
6280-01	Final supplemental for prior years	0.00	0.00	3,269.35	0.00	0.00	
	TOTAL PROP. TAXES SUPPLEMENTAL - CURREI	58,000.00	73,679.22	56,275.85	5,748.34	4,669.43	127.03%
6300	PROP. TAXES SUPPLEMENTAL - PRIOR	1,400.00	1,744.74	2,035.01	0.00	0.00	124.62%
6540	PENALTIES & COSTS ON DELINQUENT TAXES	0.00	0.00	0.00	0.00	0.00	
	TOTAL TAXES	1,506,313.00	1,066,332.38	956,792.90	81,967.97	80,794.30	70.79%

REVENUE REPORT FOR FUND 707  
(Prepared from the Orange County Auditor's Report)  
April 17, 2006

OBJECT CODE	DESCRIPTION	FY2005-2006 BUDGETED	FY2005-2006 YTD	FY2004-2005 YTD	FY2005-2006 MAR 2006	FY2004-2005 MAR 2005	FY2005-2006 % EXP BUD
6610-00	Interest	10,000.00	18,266.94	8,045.41	3,148.24	1,425.58	182.67%
6610-01/02	Interest - old bond fund	0.00	0.00	418.91	0.00	418.91	
6610-23	Interest on impounded taxes released	0.00	0.00	0.00	0.00	0.00	
	TOTAL INTEREST	10,000.00	18,266.94	8,464.32	3,148.24	1,844.49	182.67%
6690	STATE - HOMEOWNER PROP TAX RELIEF	17,000.00	8,481.65	8,608.60	0.00	0.00	49.89%
6970-00	State - ILL & Direct Loan Reimbursement	14,000.00	16,701.36	11,771.22	2,613.60	6,557.07	119.30%
6970-01	State - CA Foundation Funds	21,402.00	37,407.06	21,402.00	0.00	21,402.00	
6970-02	State - CA Literacy Campaign	58,000.00	51,732.00	64,191.00	0.00	5,000.00	89.19%
6970-03	State - LSTA Grant, HIS House	0.00	30,399.00	0.00	0.00	0.00	
6970-04	State - ELLI (English Language Intensive) Grant	0.00	0.00	0.00	0.00	0.00	
6970-05	State - Project Grants	70,000.00	21,885.00	14,520.00	0.00	6,000.00	
6970-07 & 66	State - Timber Yield Apport & ERAF Bailout	70.00	8,000.00	0.00	0.00	0.00	
	TOTAL STATE - OTHER GOVERNMENTAL	163,472.00	166,124.42	111,884.22	2,613.60	38,959.07	101.62%
7130-00	BANKRUPTCY RECOVERY DISTRIBUTIONS	0.00	0.00	0.00	0.00	0.00	
7670-00	Local Revenue	30,000.00	44,603.42	25,907.79	4,374.09	6,718.00	148.68%
7670-01	Local Revenue -- Passport	210,000.00	90,864.81	112,036.45	14,315.53	25,167.98	43.27%
7670-02 & 56	Local Revenue -- Non-Gov't Grants & Gifts	15,000.00	0.00	2,000.00	0.00	0.00	
	TOTAL LOCAL REVENUE	255,000.00	135,468.23	139,944.24	18,689.62	31,885.98	53.12%
7680	6-MONTH EXPIRED (OUTLAWED) CHECKS	0.00	0.00	0.00	0.00	0.00	
7810	TRANSFER FROM/TO OTHER LIBRARY FUNDS	0.00	0.00	0.00	0.00	0.00	
	FUND 707 TOTAL	1,951,785.00	1,394,673.62	1,225,694.28	106,419.43	153,483.84	71.46%

PLACENTIA LIBRARY DISTRICT  
EXPENDITURE REPORT FOR FUND 5071  
(Prepared from the Orange County Auditor's Report)  
April 17, 2006

OBJECT CODE	DESCRIPTION	FY2005-2006 BUDGETED	FY2005-2006 YTD	FY2004-2005 YTD	FY2005-2006 MAR 2006	FY2004-2005 MAR 2005	FY2005-2006 % EXP BUD
0100	Salaries & Wages	927,954	715,740.99	599,287.07	104,302.35	97,477.49	77.13%
0200	Retirement (Social Security & Pension Contribution)	126,197	101,084.71	91,092.14	8,612.09	6,718.32	80.10%
	Health & Life Insurance/Blue Shield CA	111,128	81,037.66	55,451.31	9,450.64	8,886.46	72.92%
	Long Term Disability/Hartford	4,780	2,690.96	2,645.89	321.13	606.38	56.30%
	Life Insurance/Fortis & Protective Life/Assurant	2,721	1,251.09	878.75	245.70	0.00	45.98%
	Vision Service Plan/VSP	2,501	2,164.52	1,855.55	240.60	51.12	86.55%
	Dental/Ameritas	8,006	8,158.00	6,405.30	1,285.50	1,617.60	101.90%
0300	Total Employee Insurance	129,136	95,302.23	67,236.80	11,543.57	11,161.56	73.80%
0310	Unemployment Insurance	-	3,113.00	7,536.00	0.00	3,764.00	
0350	Workers Compensation - General	11,000	7,904.00	16,713.00	2,607.00	0.00	71.83%
	TOTAL SALARIES & EMPLOYEE BENEFITS	1,194,287	923,144.93	781,865.01	127,065.01	119,121.37	77.30%
0700-00	Communications - Telephone	3,000	2,848.80	1,970.37	797.21	183.24	94.96%
0700-01	Communications - Modern/Fax	8,400	5,393.08	6,164.73	720.99	655.42	64.20%
0700-02	Communications - Internet/Database	-	0.00	0.00	0.00	0.00	
0700-05	Communications - Cataloging & Acquisitions Vendor	2,700	1,939.50	1,939.50	215.50	215.50	71.83%
0700-07	Communications - ELLI Grant	-	0.00	0.00	0.00	0.00	
0700-08	Communications - Adult Literacy	1,400	1,084.06	866.66	45.08	115.52	77.43%
	Total Communications	15,500	11,265.44	10,941.26	1,778.78	1,169.68	72.68%
0900-00	Food - General Fund	600	426.38	614.04	267.84	0.00	71.06%
0900-07	Food - ELLI Grant	-	0.00	0.00	0.00	0.00	
0900-08	Food - Adult Literacy	500	317.14	364.72	0.00	0.00	63.43%
0090-09	Food - Families for Literacy	-	482.58	0.00	207.53	0.00	
	Total Food	1,100	1,226.10	978.76	475.37	0.00	111.46%
1000-00	Household Expense	5,000	12,624.95	4,371.37	810.03	862.43	252.50%
1100-00	Insurance - Liability	12,000	12,281.93	11,001.77	0.00	0.00	102.35%

PLACENTIA LIBRARY DISTRICT  
EXPENDITURE REPORT FOR FUND 5071  
(Prepared from the Orange County Auditor's Report)  
April 17, 2006

OBJECT CODE	DESCRIPTION	FY2005-2006 BUDGETED	FY2005-2006 YTD	FY2004-2005 YTD	FY2005-2006 MAR 2006	FY2004-2005 MAR 2005	FY2005-2006 % EXP BUD
1300-00	Maintenance of Equipment - General Fund (Other than Computer)	5,000	3,434.24	1,778.00	1,788.74	420.00	68.68%
1300-01	Maintenance of Equipment - General Fund (Computer)	25,000	18,540.00	19,500.00	0.00	0.00	74.16%
1300-07	Maintenance of Equipment - ELLI Grant	-	0.00	0.00	0.00	0.00	
1300-08	Maintenance of Equipment - Adult Literacy	500	89.85	73.85	89.85	0.00	17.97%
1300-09	Maintenance of Equipment - Families for Literacy	-	0.00	0.00	0.00	0.00	
	Total Maintenance of Equipment	30,500	22,064.09	21,351.85	1,878.59	420.00	72.34%
	HVAC	7,500	9,345.36	2,654.91	523.77	363.77	124.60%
	Carpet Cleaning	2,750	0.00	2,200.00	0.00	0.00	0.00%
	Groundskeeping, City of Placentia	27,500	18,222.75	21,636.02	3,090.94	3,226.08	66.26%
	Plumbing	3,000	3,653.15	1,397.20	253.98	107.00	121.77%
	Electrical	4,000	568.00	1,004.73	374.12	0.00	14.20%
	Cleaning Service	16,000	11,850.00	11,300.00	1,300.00	1,300.00	74.06%
	Locksmith	1,000	623.47	121.70	393.40	0.00	62.35%
	Other (Includes Fire Alarm & Extinguishers)	5,000	2,230.91	1,869.35	150.00	0.00	44.62%
1400-00	Total Maintenance of Building & Grounds	66,750	46,493.64	42,183.91	6,086.21	4,996.85	69.65%
	Memberships - General Fund	3,750	3,518.00	3,605.00	490.00	78.00	93.81%
1600-07	Memberships - ELLI Grant	-	0.00	0.00	0.00	0.00	
1600-08	Memberships - Adult Literacy	1,000	300.00	910.00	300.00	150.00	30.00%
1600-09	Memberships - Families for Literacy	-	150.00	0.00	0.00	0.00	
	Total Memberships	4,750	3,968.00	4,515.00	790.00	228.00	83.54%
	Miscellaneous Expense - General Fund	7,740	0.00	300.00	0.00	300.00	0.00%
1700-07	Miscellaneous Expense - ELLI Grant	-	0.00	0.00	0.00	0.00	
1700-08	Miscellaneous Expense - Adult Literacy	22,953	0.00	0.00	0.00	0.00	0.00%
1700-09	Miscellaneous Expense - Families for Literacy	-	0.00	0.00	0.00	0.00	
	Total Miscellaneous Expense	30,693	0.00	300.00	0.00	300.00	0.00%



PLACENTIA LIBRARY DISTRICT  
EXPENDITURE REPORT FOR FUND 5071  
(Prepared from the Orange County Auditor's Report)  
April 17, 2006

OBJECT CODE	DESCRIPTION	FY2005-2006 BUDGETED	FY2005-2006 YTD	FY2004-2005 YTD	FY2005-2006 MAR 2006	FY2004-2005 MAR 2005	FY2005-2006 % EXP BUD
1800-00	Library Supplies	15,000	18,349.85	18,326.84	1,810.19	674.53	122.33%
	Printing	13,000	8,000.26	12,727.03	572.03	3,302.60	61.54%
	EZ Copy - copy cards for sale to patrons	-	217.00	0.00	0.00	0.00	
	Publications	1,100	680.27	402.72	0.00	0.00	61.84%
	Paper	700	523.35	536.06	0.00	0.00	74.76%
	Drinking Water Service	350	216.50	266.50	32.00	30.50	61.86%
	Other Office Supplies	15,000	17,107.36	16,460.84	1,047.83	2,695.03	114.05%
	Total Office Supply Expense - General Fund	45,150	45,094.59	48,719.99	3,462.05	6,702.66	99.88%
1800-07	ELLI Grant Supply Expense	-	0.00	0.00	0.00	0.00	
1800-08	Printing	2,000	3,400.63	1,932.06	0.00	0.00	170.03%
	Publications	2,500	0.00	0.00	0.00	0.00	0.00%
	Paper	-	0.00	0.00	0.00	0.00	
	Other Office Supplies	1,000	2,733.92	653.07	146.18	72.58	273.39%
	Total Adult Literacy Office Supply Expense	5,500	6,134.55	2,585.13	146.18	72.58	111.54%
1800-09	Supply Expense Families for Literacy	2,000	0.00	0.00	0.00	0.00	0.00%
	Total Office Expense	52,650	51,229.14	51,305.12	3,608.23	6,775.24	97.30%
1803-00	Postage Expense - General Fund	6,000	4,533.90	4,085.45	727.10	535.80	75.57%
1803-01	Postage Expense - LSCA II Grant	-	0.00	0.00	0.00	0.00	
1803-08	Postage Expense - Adult Literacy	100	0.00	9.30	0.00	0.00	0.00%
1803-09	Postage Expense - Families for Literacy	-	0.00	0.00	0.00	0.00	
	Total Postage Expense	6,100	4,533.90	4,094.75	727.10	535.80	74.33%

PLACENTIA LIBRARY DISTRICT  
EXPENDITURE REPORT FOR FUND 5071  
(Prepared from the Orange County Auditor's Report)  
April 17, 2006

OBJECT CODE	DESCRIPTION	FY2005-2006 BUDGETED	FY2005-2006 YTD	FY2004-2005 YTD	FY2005-2006 MAR 2006	FY2004-2005 MAR 2005	FY2005-2006 % EXP BUD
	Care Resources (Employee Assistance)	420	280.00	315.00	0.00	35.00	66.67%
	Pension Contribution & Operating Expenses	7,000	6,449.29	5,867.81	0.00	0.00	92.13%
	Anaheim Consortium Automated Library System	35,000	645.96	33,801.06	0.00	0.00	1.85%
	Library Board Consultants & Legal	5,000	9,261.28	3,883.95	0.00	434.00	185.23%
	Clipping Service	600	315.00	294.00	45.00	42.00	52.50%
	Interest Allocation & Tax Collection Charges by Orange County	9,800	1,000.00	8,171.50	0.00	34.78	10.20%
	Advertising (Including WEB Site)	2,500	3,384.40	1,534.70	870.00	15.00	135.38%
	Medical Exams	1,500	1,658.00	1,059.00	185.00	0.00	110.53%
	Collection Services - Accounts Receivable	2,800	912.90	1,321.44	143.20	98.45	32.60%
	Audit & Accounting Services	10,000	8,342.65	8,390.00	140.00	810.00	83.43%
	Payroll Preparation	4,000	3,912.95	3,350.07	1,222.95	316.50	97.82%
	Election Expenses	-	0.00	0.00	0.00	0.00	
	Staff Training in Library	3,500	0.00	375.00	0.00	0.00	0.00%
	Other (Includes Contract Storyteller)	14,500	26,538.77	12,609.13	707.00	546.95	183.03%
1900-00	Total Specialized Services - General Fund	96,620	62,701.20	80,972.66	3,313.15	2,332.68	64.89%
1900-01	Specialized Services - Spanish Literacy	3,000	1,578.52	1,297.34	968.82	471.76	52.62%
1900-07	Specialized Services - ELLI Grant	-	0.00	0.00	0.00	0.00	
1900-08	Specialized Services - Adult Literacy	9,000	9,880.50	7,497.56	180.00	1,400.00	109.78%
1900-09	Specialized Services - Families for Literacy	-	0.00	0.00	0.00	0.00	
1900-18	Tax Collection Services & Fees by Orange County	15,000	2,388.29	2,170.74	190.55	190.31	15.92%
1912-00	Total Specialized Services	123,620	76,548.51	91,938.50	4,652.52	4,394.75	61.92%
2000-00	Investment Administrative fees for Orange County	700	591.52	501.44	82.16	63.77	84.50%
2000-01	Legal Notices - General Fund	1,000	0.00	2,576.25	0.00	0.00	0.00%
	Legal Notices - LSCA II Grant	-	0.00	0.00	0.00	0.00	
	Total Legal Notices	1,000	0.00	2,576.25	0.00	0.00	0.00%

PLACENTIA LIBRARY DISTRICT  
EXPENDITURE REPORT FOR FUND 5071  
(Prepared from the Orange County Auditor's Report)  
April 17, 2006

OBJECT CODE	DESCRIPTION	FY2005-2006 BUDGETED	FY2005-2006 YTD	FY2004-2005 YTD	FY2005-2006 MAR 2006	FY2004-2005 MAR 2005	FY2005-2006 % EXP BUD
2100-00	Rents/Leases-Equipment	700	485.19	474.00	0.00	0.00	69.31%
2200-00	Semi-Annual Bond Payment & Quarterly Energy Loan Payment	105,000	21,134.40	43,543.97	0.00	7,044.80	20.13%
2300-00	Small Tools/Instruments	-	0.00	0.00	0.00	0.00	
2400-00	Special Department Expense - Miscellaneous	-	26.47	1,010.45	0.00	0.00	
2400-01	Special Department Expense- Books	184,435	46,082.41	66,545.14	1,655.89	19,688.29	
2400-02	Special Department Expense - Video		2,259.54	5,023.93	411.95	146.10	
2400-03	Special Department Expense - Electronic		(5,109.19)	26,963.92	2,993.00	9,744.73	
2400-04	Special Department Expense - Periodicals		9,858.83	8,097.10	107.39	45.00	
2400-05	Special Department Expense - Audio		12,393.97	7,199.71	1,327.44	2,798.51	
2400-07	Special Department Expense - ELLI Grant		0.00	0.00	0.00	0.00	
2400-08	Special Department Expense - Adult Literacy	2,000	8,317.47	2,980.82	139.15	1,153.49	415.87%
2400-09	Special Department Expense - Families for Literacy		0.00	352.01	0.00	352.01	
	Total Special Department Expense	186,435	73,829.50	118,173.08	6,634.82	33,928.13	39.60%
2600-00	Transportation/Travel - General	-	0.00	0.00	0.00	0.00	
2700-00	Transportation/Travel - Meetings, Staff Out of Town	7,500	2,805.37	2,394.28	0.00	210.20	37.40%
2700-01	Transportation/Travel - Meetings, Staff Local	4,500	10,007.50	2,769.11	706.19	352.43	222.39%
2700-02	Transportation/Travel - Meetings, Board Out of Town	1,500	0.00	1,118.50	0.00	185.00	0.00%
2700-03	Transportation/Travel - Meetings, Board Local	750	880.00	160.46	134.00	95.15	117.33%
2700-04	Transportation/Travel - Meetings, LSCA II Grant	-	0.00	0.00	0.00	0.00	
2700-07	Transportation/Travel - Meetings, ELLI Grant	1,000	0.00	17.03	0.00	17.03	0.00%
2700-08	Transportation/Travel - Meetings - Adult Literacy	-	434.93	338.40	30.00	50.00	
2700-09	Transportation/Travel - Meetings - Families for Literacy	-	0.00	25.00	0.00	0.00	
	Total Transportation/Travel - Meetings	15,250	14,127.80	6,822.78	870.19	909.81	92.64%
	Electricity	60,000	32,273.65	35,402.45	2,494.98	3,337.04	53.79%
	Gas	8,500	7,682.22	6,937.41	1,003.61	1,804.10	90.38%
	Water	4,250	3,689.28	2,466.13	338.57	188.49	86.81%
2800-00	Total Utilities	72,750	43,645.15	44,805.97	3,837.16	5,329.63	59.99%
	TOTAL SUPPLIES & SERVICES	730,498	396,049.26	459,879.58	32,231.16	66,958.89	54.22%

PLACENTIA LIBRARY DISTRICT  
EXPENDITURE REPORT FOR FUND 5071  
(Prepared from the Orange County Auditor's Report)  
April 17, 2006

OBJECT CODE	DESCRIPTION	FY2005-2006 BUDGETED	FY2005-2006 YTD	FY2004-2005 YTD	FY2005-2006 MAR 2006	FY2004-2005 MAR 2005	FY2005-2006 % EXP BUD
3700-00	Taxes, Assessments (Sales Tax & Sewer Assessment)	7,000	8,224.51	6,107.22	4,395.39	3,191.00	117.49%
4000-00	Equipment - General Fund	20,000	16,364.29	21,675.79	420.19	586.50	81.82%
4000-07	Equipment - ELLI Grant	-	0.00	0.00	0.00	0.00	
4000-08	Equipment - Adult Literacy	-	4,547.76	0.00	0.00	0.00	
4000-09	Equipment - Families for Literacy	-	0.00	0.00	0.00	0.00	
4000-11	Equipment - County Assigned Fund	-	0.00	0.00	0.00	0.00	
	Total Equipment	20,000	20,912.05	21,675.79	420.19	586.50	104.56%
4200-00	Structures/Improvements	-	0.00	0.00	0.00	0.00	
	TOTAL EQUIPMENT EXPENSE	20,000	20,912.05	21,675.79	420.19	586.50	104.56%
5200	PROVISION FOR CONTINGENCIES	-	0.00	0.00	0.00	0.00	
5600	INVESTMENT POOL LOSS	-	0.00	0.00	0.00	0.00	
	TOTAL EXPENSES	1,951,785	1,348,330.75	1,269,527.60	164,111.75	189,857.76	69.08%
	Spanish Literacy Summary Object Code line 117 01	3,000	1,579	1,297	969	472	52.62%
	ELLI Grant Summary Object Code 07	1,000	0	17	0	17	0.00%
	CLC Summary Object Code 08	42,953	31,106	15,626	930	2,942	72.42%
	FFL Grant Summary Object Code 09	2,000	633	377	208	352	31.63%
	TOTAL LITERACY (Excluding Personnel)	46,953	31,738.84	16,020	1,138	3,311	67.60%

10:51 AM  
04/12/06  
Accrual Basis

**Placentia Library District**  
**Balance Sheet**  
As of March 31, 2006

	<u>Mar 31, 06</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
County Exempt - Checking	2,251.13
County Exempt - Savings	10,259.36
General Fund - Checking	15,884.11
General Fund - Savings	19,439.33
Literacy Fund - Savings	11,523.50
Payroll Checking - Wells Fargo	72,686.15
Payroll Checking (CDs)	
0028205565	21,830.67
0028205573	21,830.67
Total Payroll Checking (CDs)	<u>43,661.34</u>
Total Checking/Savings	<u>175,704.92</u>
Total Current Assets	<u>175,704.92</u>
<b>TOTAL ASSETS</b>	<b><u>175,704.92</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
Retained Earnings	41,406.99
Total Capital	68,808.81
Net Income	65,489.12
Total Equity	<u>175,704.92</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>175,704.92</u></b>



10:52 AM  
04/12/06  
Accrual Basis

**Placentia Library District  
Profit & Loss by Class  
July 2005 through March 2006**

	County Exempt Fund	General Fund	Literacy Fund	Payroll Fund	TOTAL
<b>Income</b>					
COE Directors Fund (Friends)	1,000.00	0.00	0.00	0.00	1,000.00
COE Interest	37.57	0.00	0.00	0.00	37.57
COE Life Insur Suplmt(EDM)	378.86	0.00	0.00	0.00	378.86
COE Meeting Room Income	4,690.00	0.00	0.00	0.00	4,690.00
COE Miscellaneous Income	135.00	0.00	0.00	0.00	135.00
COE Passport Chck Reimbursement	41,667.04	1,446.59	0.00	0.00	43,113.63
COE Staff Appreciation Reimb	500.00	0.00	0.00	0.00	500.00
COE Storytime (Friends)	50.00	0.00	0.00	0.00	50.00
COE Test Proctoring Income	755.00	60.00	0.00	0.00	815.00
GF Bankcard Deposit	0.00	87,299.34	0.00	0.00	87,299.34
GF Cash Register - Audio Visual	0.00	16.50	0.00	0.00	16.50
GF Cash Register - Childrens	0.00	666.60	0.00	0.00	666.60
GF Cash Register - Copy/Debit	0.00	3,984.16	0.00	0.00	3,984.16
GF Cash Register - Fines	0.00	13,269.28	0.00	0.00	13,269.28
GF Cash Register - Lost Items	0.00	1,800.41	0.00	0.00	1,800.41
GF Cash Register - Misc.	0.00	406.25	0.00	0.00	406.25
GF cash register - Passport Pho	0.00	12,083.00	0.00	0.00	12,083.00
GF Cash Register - Reserves	0.00	1,299.71	0.00	0.00	1,299.71
GF Children's (not at register)	0.00	2.00	0.00	0.00	2.00
GF County Reimbursements	0.00	17,600.83	0.00	0.00	17,600.83
GF Deposit Correction Income	0.00	10.00	0.00	0.00	10.00
GF Fed Work Study Reimbursement	0.00	40,404.98	0.00	0.00	40,404.98
GF Interest	0.00	149.54	0.00	0.00	149.54
GF Miscellaneous Income	0.00	14,163.50	0.00	0.00	14,163.50
GF Notary	0.00	840.00	0.00	0.00	840.00
GF Passport Revenue	0.00	87,789.64	0.00	0.00	87,789.64
GF Special Grants	0.00	10,000.00	0.00	0.00	10,000.00
GF State Library Grants	0.00	104,016.00	0.00	0.00	104,016.00
GF State Library Reimbursements	0.00	11,172.19	0.00	0.00	11,172.19
GF State of CA Foundation Funds	0.00	21,090.00	0.00	0.00	21,090.00
GF Typewriter Income	0.00	6.98	0.00	0.00	6.98
LIT Donations	0.00	0.00	427.60	0.00	427.60
LIT Interest Inc - Savings	0.00	0.00	50.32	0.00	50.32
PA Wire Transfer from County	0.00	0.00	0.00	818,133.47	818,133.47
PA Wire Transfer from Paychex	0.00	0.00	0.00	600.00	600.00
<b>Total Income</b>	<b>49,213.47</b>	<b>429,577.50</b>	<b>477.92</b>	<b>818,733.47</b>	<b>1,298,002.36</b>
<b>Expense</b>					
COE Bank fees	94.50	0.00	0.00	0.00	94.50
COE Childn's Summer Rdng Prgm	2,115.52	0.00	0.00	0.00	2,115.52
COE Children's Camp Library	723.01	0.00	0.00	0.00	723.01
COE Friend's Director's Fund	913.78	0.00	0.00	0.00	913.78
COE Life Insurance payment	1,303.90	0.00	0.00	0.00	1,303.90
COE Meeting Room Maintenance	1,319.16	0.00	0.00	0.00	1,319.16
COE Miscellaneous Expense	250.00	0.00	0.00	0.00	250.00
COE Passport Expenses	39,841.30	0.00	0.00	0.00	39,841.30
COE Staff Appreciation	880.00	0.00	0.00	0.00	880.00
COE Transfer to COE Checking	0.00	2,102.90	0.00	0.00	2,102.90
GF Bank Fees	0.00	0.00	0.00	0.00	0.00
GF Bank Return Check Item/Fees	0.00	84.00	0.00	0.00	84.00
GF Bankcard Service Charge	0.00	2,170.95	0.00	0.00	2,170.95
GF Equipment (400)	0.00	1,264.62	0.00	0.00	1,264.62
GF Food	0.00	1,309.51	0.00	0.00	1,309.51
GF Household Expenses	0.00	286.77	0.00	0.00	286.77
GF Library Materials (books)	0.00	6.00	0.00	0.00	6.00
GF Literacy	0.00	2,198.25	0.00	0.00	2,198.25
GF Memberships	0.00	173.00	0.00	0.00	173.00
GF Miscellaneous	0.00	1,052.05	0.00	0.00	1,052.05
GF Office Expense	0.00	6,562.50	0.00	0.00	6,562.50
GF Postage	0.00	2.15	0.00	0.00	2.15
GF Prof & Spec Services	0.00	349.63	0.00	0.00	349.63
GF Registration/trans/travel	0.00	126.25	0.00	0.00	126.25
GF Taxes & Fees (370)	0.00	4,268.00	0.00	0.00	4,268.00
GF Transfer to COE	0.00	25,267.39	0.00	0.00	25,267.39
GF Transfer to GF Savings	0.00	23,898.69	0.00	0.00	23,898.69
GF Transfers to County	0.00	349,318.18	0.00	0.00	349,318.18
GF Travel Literacy	0.00	263.66	0.00	0.00	263.66
GF Travel Staff	0.00	2,913.33	0.00	0.00	2,913.33
GF Travel Trustees	0.00	168.00	0.00	0.00	168.00
PA Empl 457 Plan Contribution	0.00	0.00	0.00	37,839.07	37,839.07
PA Employee 125 Co-Pay	0.00	0.00	0.00	7,764.74	7,764.74
PA Employee Life Insurance	0.00	0.00	0.00	358.92	358.92
PA Payroll Taxes	0.00	0.00	0.00	180,673.30	180,673.30
PA Salaries	0.00	0.00	0.00	534,650.21	534,650.21
<b>Total Expense</b>	<b>47,441.17</b>	<b>423,785.83</b>	<b>0.00</b>	<b>761,286.24</b>	<b>1,232,513.24</b>
<b>Net income</b>	<b>1,772.30</b>	<b>5,791.67</b>	<b>477.92</b>	<b>57,447.23</b>	<b>65,489.12</b>

12:54 PM

04/11/06

**Placentia Library District  
Reconciliation Detail  
County Exempt - Checking, Period Ending 03/31/2006**

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						3,173.90
<b>Cleared Transactions</b>						
<b>Checks and Payments - 72 items</b>						
Check	12/30/2004	5396	Frederick Henry Bur...	X	-13.35	-13.35
Check	1/31/2006	6105	Passport Services	X	-52.00	-65.35
Check	2/22/2006	6139	Passport Services	X	-67.00	-132.35
Check	2/23/2006	6142	Passport Services	X	-67.00	-199.35
Check	2/23/2006	6141	Passport Services	X	-52.00	-251.35
Check	2/23/2006	6143	Passport Services	X	-67.00	-318.35
Check	2/23/2006	6140	Passport Services	X	-67.00	-385.35
Check	2/25/2006	6145	Passport Services	X	-67.00	-452.35
Check	2/25/2006	6144	Passport Services	X	-67.00	-519.35
Check	2/27/2006	6146	Passport Services	X	-67.00	-586.35
Check	2/28/2006	6147	Passport Services	X	-67.00	-653.35
Check	2/28/2006	6148	Passport Services	X	-67.00	-720.35
Check	3/1/2006	6152	Passport Services	X	-127.00	-847.35
Check	3/1/2006	6153	Passport Services	X	-254.00	-1,101.35
Check	3/1/2006	6149	Passport Services	X	-67.00	-1,168.35
Check	3/1/2006	6150	Passport Services	X	-67.00	-1,235.35
Check	3/2/2006	6154	Passport Services	X	-112.00	-1,347.35
Check	3/2/2006	6155	Passport Services	X	-127.00	-1,474.35
Check	3/2/2006	6156	Passport Services	X	-127.00	-1,601.35
Check	3/2/2006	6158	Passport Services	X	-67.00	-1,668.35
Check	3/2/2006	6160	Passport Services	X	-67.00	-1,735.35
Check	3/4/2006	6162	Passport Services	X	-141.40	-1,876.75
Check	3/4/2006	6163	Passport Services	X	-127.00	-2,003.75
Check	3/4/2006	6161	Passport Services	X	-52.00	-2,055.75
Check	3/6/2006	6164	Passport Services	X	-67.00	-2,122.75
Check	3/6/2006	6167	Passport Services	X	-171.00	-2,293.75
Check	3/6/2006	6168	Passport Services	X	-67.00	-2,360.75
Check	3/6/2006	6166	Passport Services	X	-67.00	-2,427.75
Check	3/6/2006	6169	Passport Services	X	-67.00	-2,494.75
Check	3/7/2006	6170	Passport Services	X	-52.00	-2,546.75
Check	3/8/2006	6171	Passport Services	X	-67.00	-2,613.75
Check	3/9/2006	6174	Passport Services	X	-127.00	-2,740.75
Check	3/9/2006	6175	Passport Services	X	-127.00	-2,867.75
Check	3/9/2006	6172	Passport Services	X	-67.00	-2,934.75
Check	3/9/2006	6173	Passport Services	X	-67.00	-3,001.75
Check	3/11/2006	6177	Passport Services	X	-366.00	-3,367.75
Check	3/11/2006	6176	Passport Services	X	-67.00	-3,434.75
Check	3/11/2006	6178	Passport Services	X	-127.00	-3,561.75
Check	3/13/2006	6179	Passport Services	X	-52.00	-3,613.75
Check	3/13/2006	6183	Passport Services	X	-67.00	-3,680.75
Check	3/13/2006	6181	Passport Services	X	-254.00	-3,934.75
Check	3/13/2006	6182	Passport Services	X	-67.00	-4,001.75
Check	3/15/2006	6189	Passport Services	X	-127.00	-4,128.75
Check	3/15/2006	6188	Passport Services	X	-67.00	-4,195.75
Check	3/15/2006	6187	Passport Services	X	-67.00	-4,262.75
Check	3/15/2006	6186	Passport Services	X	-67.00	-4,329.75
Check	3/15/2006	6185	Passport Services	X	-67.00	-4,396.75
Check	3/16/2006	6192	Passport Services	X	-127.00	-4,523.75
Check	3/16/2006	6190	Passport Services	X	-127.00	-4,650.75
Check	3/18/2006	6193	Passport Services	X	-127.00	-4,777.75
Check	3/18/2006	6194	Passport Services	X	-67.00	-4,844.75
Check	3/18/2006	6196	Passport Services	X	-67.00	-4,911.75
Check	3/18/2006	6197	Passport Services	X	-104.00	-5,015.75
Check	3/20/2006	6199	Passport Services	X	-67.00	-5,082.75
Check	3/20/2006	6202	Passport Services	X	-67.00	-5,149.75
Check	3/20/2006	6201	Passport Services	X	-186.00	-5,335.75
Check	3/20/2006	6200	Passport Services	X	-127.00	-5,462.75
Check	3/20/2006	6198	Passport Services	X	-67.00	-5,529.75
Check	3/21/2006	6207	Placentia Library G...	X	-136.74	-5,666.49
Check	3/21/2006	6206	Passport Services	X	-67.00	-5,733.49
Check	3/21/2006	6205	Passport Services	X	-67.00	-5,800.49
Check	3/21/2006	6204	Passport Services	X	-127.00	-5,927.49
Check	3/22/2006	6212	Passport Services	X	-127.00	-6,054.49
Check	3/22/2006	6211	Passport Services	X	-67.00	-6,121.49
Check	3/22/2006	6210	Passport Services	X	-171.00	-6,292.49



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**Placentia Library District  
Reconciliation Detail  
County Exempt - Checking, Period Ending 03/31/2006**

Type	Date	Num	Name	Clr	Amount	Balance
Check	3/22/2006	6208	Passport Services	X	-52.00	-6,344.49
Check	3/22/2006	6209	Passport Services	X	-52.00	-6,396.49
Check	3/23/2006	6213	Passport Services	X	-67.00	-6,463.49
Check	3/23/2006	6214	Passport Services	X	-127.00	-6,590.49
Check	3/27/2006	6221	Passport Services	X	-254.00	-6,844.49
Check	3/27/2006	6220	Passport Services	X	-127.00	-6,971.49
Check	3/31/2006			X	-11.00	-6,982.49
<b>Total Checks and Payments</b>					<b>-6,982.49</b>	<b>-6,982.49</b>
<b>Deposits and Credits - 25 Items</b>						
Deposit	2/25/2006			X	67.00	67.00
Deposit	2/27/2006			X	107.00	174.00
Deposit	3/1/2006			X	67.00	241.00
Deposit	3/2/2006			X	67.00	308.00
Deposit	3/6/2006			X	82.00	390.00
Deposit	3/7/2006			X	1,446.59	1,836.59
Deposit	3/7/2006			X	134.00	1,970.59
Deposit	3/7/2006			X	164.00	2,134.59
Deposit	3/8/2006			X	52.00	2,186.59
Deposit	3/8/2006			X	134.00	2,320.59
Deposit	3/9/2006			X	4,451.40	6,771.99
Deposit	3/14/2006			X	0.00	6,771.99
Check	3/18/2006	6195	Passport Services	X	298.00	7,069.99
Deposit	3/19/2006			X	127.00	7,196.99
Deposit	3/19/2006			X	127.00	7,323.99
Deposit	3/21/2006			X	67.00	7,390.99
Deposit	3/21/2006			X	119.00	7,509.99
Deposit	3/22/2006			X	67.00	7,576.99
Deposit	3/25/2006			X	0.00	7,576.99
Check	3/26/2006	6215	Passport Services	X	52.00	7,628.99
Deposit	3/28/2006			X	127.00	7,755.99
Deposit	3/30/2006			X	0.00	7,755.99
Check	3/31/2006		Bank of the West	X	0.00	7,755.99
Check	4/3/2006	6240	Jan Burke	X	0.00	7,755.99
Check	4/11/2006	6256	Passport Services	X	0.00	7,755.99
Check	4/11/2006	6258	CM School Supply	X	0.00	7,755.99
<b>Total Deposits and Credits</b>					<b>7,755.99</b>	<b>7,755.99</b>
<b>Total Cleared Transactions</b>					<b>773.50</b>	<b>773.50</b>
<b>Cleared Balance</b>					<b>773.50</b>	<b>3,947.40</b>
<b>Uncleared Transactions</b>						
<b>Checks and Payments - 17 items</b>						
Check	12/1/2005	6021	Kendal Flowers		-103.47	-103.47
Check	3/1/2006	6151	Passport Services		-109.00	-212.47
Check	3/2/2006	6159	Passport Services		-40.00	-252.47
Check	3/16/2006	6191	Passport Services		-290.00	-542.47
Check	3/21/2006	6203	Passport Services		-119.00	-661.47
Check	3/26/2006	6216	Passport Services		-52.00	-713.47
Check	3/27/2006	6217	Passport Services		-67.00	-780.47
Check	3/27/2006	6219	Passport Services		-141.40	-921.87
Check	3/27/2006	6218	Passport Services		-52.00	-973.87
Check	3/28/2006	6224	Passport Services		-141.40	-1,115.27
Check	3/28/2006	6223	Passport Services		-134.00	-1,249.27
Check	3/28/2006	6222	Passport Services		-52.00	-1,301.27
Check	3/29/2006	6228	Passport Services		-127.00	-1,428.27
Check	3/29/2006	6225	Passport Services		-67.00	-1,495.27
Check	3/29/2006	6227	Passport Services		-67.00	-1,562.27
Check	3/30/2006	6229	Passport Services		-67.00	-1,629.27
Check	3/30/2006	6230	Passport Services		-67.00	-1,696.27
<b>Total Checks and Payments</b>					<b>-1,696.27</b>	<b>-1,696.27</b>
<b>Total Uncleared Transactions</b>					<b>-1,696.27</b>	<b>-1,696.27</b>
<b>Register Balance as of 03/31/2006</b>					<b>-922.77</b>	<b>2,251.13</b>

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**Placentia Library District  
Reconciliation Detail  
County Exempt - Checking, Period Ending 03/31/2006**

Type	Date	Num	Name	Clr	Amount	Balance
<b>New Transactions</b>						
<b>Checks and Payments - 24 Items</b>						
Check	4/1/2006	6235	Passport Services		-127.00	-127.00
Check	4/1/2006	6232	Passport Services		-67.00	-194.00
Check	4/1/2006	6231	Passport Services		-67.00	-261.00
Check	4/1/2006	6237	Passport Services		-104.00	-365.00
Check	4/1/2006	6236	Passport Services		-126.40	-491.40
Check	4/1/2006	6234	Passport Services		-67.00	-558.40
Check	4/2/2006	6238	Passport Services		-104.00	-662.40
Check	4/3/2006	6239	Sam's Club		-67.42	-729.82
Check	4/4/2006	6241	Passport Services		-127.00	-856.82
Check	4/4/2006	6242	Passport Services		-67.00	-923.82
Check	4/4/2006	6243	Passport Services		-67.00	-990.82
Check	4/4/2006	6244	Passport Services		-134.00	-1,124.82
Check	4/5/2006	6246	Passport Services		-134.00	-1,258.82
Check	4/5/2006	6245	Passport Services		-67.00	-1,325.82
Check	4/6/2006	6250	Passport Services		-186.00	-1,511.82
Check	4/6/2006	6248	Passport Services		-119.00	-1,630.82
Check	4/6/2006	6249	Passport Services		-67.00	-1,697.82
Check	4/6/2006	6247	Passport Services		-134.00	-1,831.82
Check	4/8/2006	6252	Passport Services		-67.00	-1,898.82
Check	4/8/2006	6251	Passport Services		-67.00	-1,965.82
Check	4/10/2006	6255	Passport Services		-127.00	-2,092.82
Check	4/10/2006	6253	Passport Services		-67.00	-2,159.82
Check	4/10/2006	6254	Passport Services		-67.00	-2,226.82
Check	4/11/2006	6257	Passport Services		-112.00	-2,338.82
<b>Total Checks and Payments</b>					<b>-2,338.82</b>	<b>-2,338.82</b>
<b>Deposits and Credits - 6 Items</b>						
Deposit	4/2/2006				67.00	67.00
Deposit	4/3/2006				2,500.00	2,567.00
Deposit	4/3/2006				104.00	2,671.00
Deposit	4/4/2006				194.00	2,865.00
Deposit	4/6/2006				134.00	2,999.00
Deposit	4/11/2006				239.00	3,238.00
<b>Total Deposits and Credits</b>					<b>3,238.00</b>	<b>3,238.00</b>
<b>Total New Transactions</b>					<b>899.18</b>	<b>899.18</b>
<b>Ending Balance</b>					<b>-23.59</b>	<b>3,150.31</b>

*Exempt  
4/11/2006*

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**Placentia Library District  
Reconciliation Detail  
County Exempt - Savings, Period Ending 03/31/2006**

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						9,730.10
<b>Cleared Transactions</b>						
<b>Checks and Payments - 1 Item</b>						
Check	2/28/2006	1552	Greg's Carpet & Up...	X	-155.52	-155.52
<b>Total Checks and Payments</b>					-155.52	-155.52
<b>Deposits and Credits - 16 Items</b>						
Deposit	2/25/2006			X	30.00	30.00
Deposit	2/27/2006			X	35.00	65.00
Deposit	2/28/2006			X	150.00	215.00
Deposit	3/2/2006			X	35.00	250.00
Deposit	3/6/2006			X	60.00	310.00
Deposit	3/8/2006			X	19.94	329.94
Deposit	3/9/2006			X	35.00	364.94
Deposit	3/14/2006			X	30.00	394.94
Deposit	3/15/2006			X	35.00	429.94
Deposit	3/19/2006			X	35.00	464.94
Deposit	3/21/2006			X	65.00	529.94
Deposit	3/21/2006			X	49.94	579.88
Deposit	3/22/2006			X	30.00	609.88
Deposit	3/25/2006			X	35.00	644.88
Deposit	3/30/2006			X	35.00	679.88
Deposit	3/31/2006			X	4.90	684.78
<b>Total Deposits and Credits</b>					684.78	684.78
<b>Total Cleared Transactions</b>					529.26	529.26
<b>Cleared Balance</b>					529.26	10,259.36
<b>Register Balance as of 03/31/2006</b>					529.26	10,259.36
<b>New Transactions</b>						
<b>Checks and Payments - 1 Item</b>						
Check	4/3/2006	1553	Greg's Carpet & Up...		-155.52	-155.52
<b>Total Checks and Payments</b>					-155.52	-155.52
<b>Deposits and Credits - 3 Items</b>						
Deposit	4/5/2006				129.94	129.94
Deposit	4/6/2006				70.00	199.94
Deposit	4/10/2006				35.00	234.94
<b>Total Deposits and Credits</b>					234.94	234.94
<b>Total New Transactions</b>					79.42	79.42
<b>Ending Balance</b>					608.68	10,338.78

*Edmund  
4/11/2006*

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**Placentia Library District  
Reconciliation Detail  
General Fund - Checking, Period Ending 03/31/2006**

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						8,677.68
<b>Cleared Transactions</b>						
<b>Checks and Payments - 20 Items</b>						
Check	2/7/2006	5262	Employer Advisory ...	X	-95.00	-95.00
Check	2/7/2006	5263	Employer Advisory ...	X	-249.00	-344.00
Check	2/22/2006	5271	CALTAC	X	-45.00	-389.00
Check	2/27/2006	5273	Ralph's	X	-48.39	-437.39
Check	3/1/2006		Bank of the West	X	-201.68	-639.07
Check	3/2/2006	5275	Chandler Inn Hotel	X	-922.92	-1,561.99
Check	3/2/2006		Bank of the West	X	-23.39	-1,585.38
Check	3/8/2006	5276	Jim Roberts	X	-73.75	-1,659.13
Check	3/14/2006	5280	Doubletree Hotels	X	-95.37	-1,754.50
Check	3/14/2006	5278	Placentia Library Di...	X	-30.00	-1,784.50
Check	3/14/2006	5277	Placentia Library Di...	X	-4,451.40	-6,235.90
Check	3/15/2006	5282	Placentia Library G...	X	-3,628.19	-9,864.09
Check	3/16/2006	5281	Employer Advisory ...	X	-60.00	-9,924.09
Check	3/16/2006	5279	Fry's Electronics	X	-941.39	-10,865.48
Check	3/21/2006		Bank of the West	X	-4.50	-10,869.98
Check	3/28/2006	5287	Jim Roberts	X	-47.91	-10,917.89
Check	3/28/2006	5288	Toby Silberfarb	X	-10.00	-10,927.89
Check	3/28/2006	5289	Yesenia Gomez	X	-24.98	-10,952.87
Check	3/29/2006	5293	Rembrandt's Beauti...	X	-10.00	-10,962.87
Check	3/29/2006	5290	Rembrandt's Beauti...	X	-10.00	-10,972.87
<b>Total Checks and Payments</b>					<b>-10,972.87</b>	<b>-10,972.87</b>
<b>Deposits and Credits - 54 Items</b>						
Deposit	3/1/2006			X	201.00	201.00
Deposit	3/1/2006			X	705.00	906.00
Deposit	3/2/2006			X	1,005.00	1,911.00
Deposit	3/3/2006			X	290.00	2,201.00
Deposit	3/3/2006			X	100.00	2,301.00
Deposit	3/6/2006			X	60.00	2,361.00
Deposit	3/6/2006			X	126.29	2,487.29
Deposit	3/6/2006			X	552.40	3,039.69
Deposit	3/6/2006			X	282.95	3,322.64
Deposit	3/7/2006			X	762.00	4,084.64
Deposit	3/7/2006			X	14.60	4,099.24
Deposit	3/8/2006			X	38.86	4,138.10
Deposit	3/8/2006			X	40.00	4,178.10
Deposit	3/8/2006			X	299.20	4,477.30
Deposit	3/9/2006			X	342.00	4,819.30
Deposit	3/10/2006			X	284.00	5,103.30
Deposit	3/10/2006			X	40.00	5,143.30
Deposit	3/13/2006			X	87.43	5,230.73
Deposit	3/13/2006			X	180.00	5,410.73
Deposit	3/13/2006			X	360.00	5,770.73
Deposit	3/14/2006			X	235.80	6,006.53
Deposit	3/15/2006			X	4,522.78	10,529.31
Deposit	3/15/2006			X	444.95	10,974.26
Deposit	3/15/2006			X	191.80	11,166.06
Deposit	3/16/2006			X	320.40	11,486.46
Deposit	3/16/2006			X	336.13	11,822.59
Deposit	3/17/2006			X	199.00	12,021.59
Deposit	3/20/2006			X	38.86	12,060.45
Deposit	3/20/2006			X	224.00	12,284.45
Deposit	3/20/2006			X	415.80	12,700.25
Deposit	3/20/2006			X	687.20	13,387.45
Check	3/21/2006		Bank of the West	X	0.00	13,387.45
Deposit	3/21/2006			X	208.00	13,595.45
Check	3/22/2006	5284	Albertson's	X	0.00	13,595.45
Deposit	3/22/2006			X	40.00	13,635.45
Deposit	3/22/2006			X	334.00	13,969.45
Deposit	3/23/2006			X	271.80	14,241.25
Deposit	3/24/2006			X	304.20	14,545.45
Deposit	3/24/2006			X	68.00	14,613.45
Deposit	3/27/2006			X	1,097.80	15,711.25
Deposit	3/27/2006			X	169.00	15,880.25

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04/11/06

## Placentia Library District Reconciliation Detail

General Fund - Checking, Period Ending 03/31/2006

Type	Date	Num	Name	Clr	Amount	Balance
Deposit	3/27/2006			X	120.00	16,000.25
Deposit	3/28/2006			X	540.00	16,540.25
Deposit	3/28/2006			X	12.60	16,552.85
Deposit	3/29/2006			X	11.85	16,564.70
Deposit	3/29/2006			X	60.00	16,624.70
Deposit	3/29/2006			X	700.60	17,325.30
Deposit	3/30/2006			X	154.47	17,479.77
Deposit	3/30/2006			X	763.20	18,242.97
Deposit	3/31/2006			X	116.80	18,359.77
Deposit	3/31/2006			X	30.00	18,389.77
Check	4/5/2006	5301	Innovative Media Pr...	X	0.00	18,389.77
Check	4/5/2006	5295	Paolini's A Taste of ...	X	0.00	18,389.77
Check	4/10/2006	5300	Sam's Club	X	0.00	18,389.77
Total Deposits and Credits					18,389.77	18,389.77
Total Cleared Transactions					7,416.90	7,416.90
Cleared Balance					7,416.90	16,094.58
Uncleared Transactions						
Checks and Payments - 6 items						
Check	9/28/2005	5179	Placentia Chamber ...		-12.00	-12.00
Check	3/21/2006	5285	NPAA		-10.00	-22.00
Check	3/21/2006	5283	ISDOC		-12.00	-34.00
Check	3/28/2006	5286	Sam's Club		-128.47	-162.47
Check	3/30/2006	5291	Placentia Chamber ...		-36.00	-198.47
Check	3/30/2006	5292	ISDOC		-12.00	-210.47
Total Checks and Payments					-210.47	-210.47
Total Uncleared Transactions					-210.47	-210.47
Register Balance as of 03/31/2006					7,206.43	15,884.11
New Transactions						
Checks and Payments - 7 Items						
Check	4/3/2006	5294	Placentia Library Di...		-2,500.00	-2,500.00
Check	4/5/2006	5302	Innovative Media Pr...		-725.50	-3,225.50
Check	4/5/2006	5299	Southern Baptist Th...		-3.00	-3,228.50
Check	4/5/2006	5296	Paolini's A Taste of ...		-20.00	-3,248.50
Check	4/5/2006	5297	Laranne Remling		-92.67	-3,341.17
Check	4/6/2006	5298	Ralph's		-28.77	-3,369.94
Check	4/10/2006	5303	Smart & Final		-263.57	-3,633.51
Total Checks and Payments					-3,633.51	-3,633.51
Deposits and Credits - 2 Items						
Deposit	4/3/2006				60.00	60.00
Deposit	4/3/2006				155.40	215.40
Total Deposits and Credits					215.40	215.40
Total New Transactions					-3,418.11	-3,418.11
Ending Balance					3,788.32	12,466.00

*Edmunds  
4/11/2006*

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04/11/06

**Placentia Library District  
Reconciliation Detail  
General Fund - Savings, Period Ending 03/31/2006**

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						8,850.34
<b>Cleared Transactions</b>						
<b>Checks and Payments - 1 Item</b>						
Check	3/14/2006	1263	Orange County Aud...	X	-30,137.52	-30,137.52
<b>Total Checks and Payments</b>					-30,137.52	-30,137.52
<b>Deposits and Credits - 38 items</b>						
Deposit	2/25/2006			X	689.47	689.47
Deposit	2/27/2006			X	620.00	1,309.47
Deposit	2/27/2006			X	534.60	1,844.07
Deposit	2/27/2006			X	417.67	2,261.74
Deposit	2/28/2006			X	810.05	3,071.79
Deposit	3/1/2006			X	9,025.71	12,097.50
Deposit	3/2/2006			X	534.70	12,632.20
Deposit	3/6/2006			X	1,162.31	13,794.51
Deposit	3/6/2006			X	1,477.70	15,272.21
Deposit	3/6/2006			X	35.00	15,307.21
Deposit	3/7/2006			X	302.20	15,609.41
Deposit	3/7/2006			X	1,102.35	16,711.76
Deposit	3/8/2006			X	3,604.38	20,316.14
Deposit	3/9/2006			X	785.40	21,101.54
Deposit	3/11/2006			X	457.55	21,559.09
Deposit	3/13/2006			X	810.10	22,369.19
Deposit	3/13/2006			X	738.85	23,108.04
Deposit	3/13/2006			X	700.00	23,808.04
Deposit	3/15/2006			X	638.08	24,446.12
Deposit	3/15/2006			X	3,628.19	28,074.31
Deposit	3/15/2006			X	880.14	28,954.45
Deposit	3/19/2006			X	437.50	29,391.95
Deposit	3/19/2006			X	730.58	30,122.53
Deposit	3/19/2006			X	1,541.60	31,664.13
Deposit	3/21/2006			X	100.00	31,764.13
Deposit	3/21/2006			X	1,374.80	33,138.93
Deposit	3/21/2006			X	545.25	33,684.18
Deposit	3/22/2006			X	1,848.47	35,532.65
Deposit	3/25/2006			X	501.70	36,034.35
Deposit	3/25/2006			X	311.00	36,345.35
Deposit	3/27/2006			X	750.45	37,095.80
Deposit	3/27/2006			X	780.00	37,875.80
Deposit	3/27/2006			X	400.00	38,275.80
Deposit	3/28/2006			X	1,022.00	39,297.80
Deposit	3/28/2006			X	259.10	39,556.90
Deposit	3/29/2006			X	852.85	40,409.75
Deposit	3/30/2006			X	527.90	40,937.65
Deposit	3/31/2006			X	11.86	40,949.51
<b>Total Deposits and Credits</b>					40,949.51	40,949.51
<b>Total Cleared Transactions</b>					10,811.99	10,811.99
<b>Cleared Balance</b>					10,811.99	19,662.33
<b>Uncleared Transactions</b>						
<b>Checks and Payments - 1 Item</b>						
Check	3/29/2006	1264	Passport Services		-223.00	-223.00
<b>Total Checks and Payments</b>					-223.00	-223.00
<b>Total Uncleared Transactions</b>					-223.00	-223.00
<b>Register Balance as of 03/31/2006</b>					10,588.99	19,439.33
<b>New Transactions</b>						
<b>Checks and Payments - 1 Item</b>						
Check	4/3/2006	1264	Orange County Aud...		-20,037.37	-20,037.37
<b>Total Checks and Payments</b>					-20,037.37	-20,037.37

12:34 PM

04/11/06

**Placentia Library District**  
**Reconciliation Detail**  
General Fund - Savings, Period Ending 03/31/2006

Type	Date	Num	Name	Clr	Amount	Balance
<b>Deposits and Credits - 14 items</b>						
Deposit	4/1/2006				279.80	279.80
Deposit	4/2/2006				355.00	634.80
Deposit	4/2/2006				1,152.00	1,786.80
Deposit	4/3/2006				731.10	2,517.90
Deposit	4/3/2006				592.00	3,109.90
Deposit	4/4/2006				735.83	3,845.73
Deposit	4/4/2006				25.12	3,870.85
Deposit	4/5/2006				600.00	4,470.85
Deposit	4/6/2006				712.15	5,183.00
Deposit	4/6/2006				517.06	5,700.06
Deposit	4/8/2006				202.00	5,902.06
Deposit	4/10/2006				533.00	6,435.06
Deposit	4/10/2006				948.19	7,383.25
Deposit	4/11/2006				909.30	8,292.55
<b>Total Deposits and Credits</b>					<b>8,292.55</b>	<b>8,292.55</b>
<b>Total New Transactions</b>					<b>-11,744.82</b>	<b>-11,744.82</b>
<b>Ending Balance</b>					<b>-1,155.83</b>	<b>7,694.51</b>





12:36 PM  
04/11/06

**Placentia Library District  
Reconciliation Detail**  
Literacy Fund - Savings, Period Ending 03/31/2006

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						11,517.63
Cleared Transactions						
Deposits and Credits - 1 item						
Deposit	3/31/2006			X	5.87	5.87
Total Deposits and Credits					5.87	5.87
Total Cleared Transactions					5.87	5.87
Cleared Balance					5.87	11,523.50
Register Balance as of 03/31/2006					5.87	11,523.50
Ending Balance					5.87	11,523.50

*20 minutes  
4/11/2006*



12:09 PM

04/11/06

## Placentia Library District Reconciliation Detail

Payroll Checking - Wells Fargo, Period Ending 03/31/2006

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						37,099.71
Cleared Transactions						
Checks and Payments - 67 Items						
Check	12/28/2005	5990	Christina Perez	X	-103.80	-103.80
Check	2/8/2006	6135	Angie-An Mai	X	-39.37	-143.17
Check	2/22/2006	6186	Arianna Hernandez	X	-74.97	-218.14
Check	2/22/2006	6191	Hilda Rivera	X	-465.99	-684.13
Check	2/22/2006	6187	Maria N Madero	X	-28.11	-712.24
Check	2/22/2006	6193	Mao Wen Sun	X	-104.90	-817.14
Check	2/22/2006	6156	Esther P. Guzman	X	-232.81	-1,049.95
Check	3/8/2006	6210	Wendy G. Goodson	X	-1,661.97	-2,711.92
Check	3/8/2006	6207	Gail Erwin	X	-290.63	-3,002.55
Check	3/8/2006	6204	Dorothy J. Cummings	X	-45.63	-3,048.18
Check	3/8/2006	6202	Gary Bell	X	-1,466.17	-4,514.35
Check	3/8/2006	6201	Lynn Baden	X	-142.56	-4,656.91
Check	3/8/2006		Paychex	X	-9,762.83	-14,419.74
Check	3/8/2006		Paychex	X	-19,471.56	-33,891.30
Check	3/8/2006	6259	Tax Deferred Servic...	X	-1,450.00	-35,341.30
Check	3/8/2006	6258	Nationwide Retirem...	X	-799.23	-36,140.53
Check	3/8/2006	6257	Placentia Library Di...	X	-19.94	-36,160.47
Check	3/8/2006	6256	Orange County Aud...	X	-711.04	-36,871.51
Check	3/8/2006	6255	Sothavy Ton	X	-245.23	-37,116.74
Check	3/8/2006	6254	Din Thong	X	-233.52	-37,350.26
Check	3/8/2006	6241	Shannon Ford	X	-138.60	-37,488.86
Check	3/8/2006	6242	cynthia Gutierrez	X	-143.90	-37,632.76
Check	3/8/2006	6243	Arianna Hernandez	X	-187.55	-37,820.31
Check	3/8/2006	6246	Melissa Manzanarez	X	-251.31	-38,071.62
Check	3/8/2006	6247	Michaela Murphy	X	-464.54	-38,536.16
Check	3/8/2006	6248	Christina Perez	X	-150.17	-38,686.33
Check	3/8/2006	6249	Melissa Porter	X	-278.66	-38,964.99
Check	3/8/2006	6250	Hilda Rivera	X	-427.70	-39,392.69
Check	3/8/2006	6252	Mao Wen Sun	X	-87.47	-39,480.16
Check	3/8/2006	6253	Mano Takegami	X	-209.96	-39,690.12
Check	3/8/2006	6212	Esther P. Guzman	X	-232.81	-39,922.93
Check	3/8/2006	6213	Alexander Hernandez	X	-520.59	-40,443.52
Check	3/8/2006	6219	Noreth Men	X	-210.55	-40,654.07
Check	3/8/2006	6224	Beatrice V. Quintanar	X	-732.87	-41,386.94
Check	3/8/2006	6226	Kelleny Rivera	X	-81.04	-41,467.98
Check	3/8/2006	6230	Allan Schlichter	X	-52.81	-41,520.79
Check	3/8/2006	6238	Angelica Alatorre	X	-275.76	-41,796.55
Check	3/8/2006	6239	Kamala Connors	X	-277.32	-42,073.87
Check	3/8/2006	6240	Marlon Daito	X	-224.91	-42,298.78
Check	3/22/2006	6301	Lovee Hills	X	-165.45	-42,464.23
Check	3/22/2006	6300	Arianna Hernandez	X	-143.53	-42,607.76
Check	3/22/2006	6299	cynthia Gutierrez	X	-143.90	-42,751.66
Check	3/22/2006	6298	Shannon Ford	X	-115.48	-42,867.14
Check	3/22/2006	6297	Marlon Daito	X	-56.23	-42,923.37
Check	3/22/2006	6296	Kamala Connors	X	-288.88	-43,212.25
Check	3/22/2006	6295	Angelica Alatorre	X	-275.76	-43,488.01
Check	3/22/2006	6305	Melissa Porter	X	-371.86	-43,859.87
Check	3/22/2006	6291	Colleen Wakai	X	-70.19	-43,930.06
Check	3/22/2006	6285	Kelleny Rivera	X	-121.26	-44,051.32
Check	3/22/2006	6283	Beatrice V. Quintanar	X	-549.76	-44,601.08
Check	3/22/2006	6277	Noreth Men	X	-70.19	-44,671.27
Check	3/22/2006	6309	Mano Takegami	X	-233.52	-44,904.79
Check	3/22/2006	6271	Esther P. Guzman	X	-232.81	-45,137.60
Check	3/22/2006	6269	Wendy G. Goodson	X	-1,661.97	-46,799.57
Check	3/22/2006	6266	Gail Erwin	X	-290.63	-47,090.20
Check	3/22/2006	6263	Dorothy J. Cummings	X	-118.63	-47,208.83
Check	3/22/2006	6261	Gary Bell	X	-1,466.17	-48,675.00
Check	3/22/2006	6310	Din Thong	X	-209.96	-48,884.96
Check	3/22/2006		Paychex	X	-9,770.74	-58,655.70
Check	3/22/2006		Paychex	X	-19,498.77	-78,154.47
Check	3/22/2006	6311	Sothavy Ton	X	-104.98	-78,259.45
Check	3/22/2006	6312	Orange County Aud...	X	-711.04	-78,970.49
Check	3/22/2006	6313	Placentia Library Di...	X	-19.94	-78,990.43
Check	3/22/2006	6314	Nationwide Retirem...	X	-769.23	-79,759.66
Check	3/22/2006	6315	Tax Deferred Servic...	X	-1,730.00	-81,489.66

**Placentia Library District**  
**Reconciliation Detail**  
**Payroll Checking - Wells Fargo, Period Ending 03/31/2006**

Type	Date	Num	Name	Clr	Amount	Balance
Check	3/22/2006	6302	Jose Leyva	X	-462.65	-81,952.31
Check	3/22/2006	6303	Melissa Manzanarez	X	-306.23	-82,258.54
Total Checks and Payments					-82,258.54	-82,258.54
<b>Deposits and Credits - 2 Items</b>						
Deposit	3/8/2006			X	40,316.17	40,316.17
Deposit	3/15/2006			X	42,237.93	82,554.10
Total Deposits and Credits					82,554.10	82,554.10
Total Cleared Transactions					295.56	295.56
Cleared Balance					295.56	37,395.27
<b>Uncleared Transactions</b>						
<b>Checks and Payments - 14 Items</b>						
Check	12/28/2005	5948	Lynn Baden		-151.64	-151.64
Check	2/8/2006	6132	Marlon Daito		-49.98	-201.62
Check	2/22/2006	6188	Angie-An Mai		-333.98	-535.60
Check	3/8/2006	6244	Maria N Madero		-68.10	-603.70
Check	3/8/2006	6236	Bright Yuan		-528.07	-1,131.77
Check	3/8/2006	6245	Angie-An Mai		-333.98	-1,465.75
Check	3/8/2006	6251	Evelyn Soqui		-138.60	-1,604.35
Check	3/22/2006	6293	Bright Yuan		-738.10	-2,342.45
Check	3/22/2006	6306	Hilda Rivera		-173.25	-2,515.70
Check	3/22/2006	6304	Christina Perez		-196.40	-2,712.10
Check	3/22/2006	6307	Evelyn Soqui		-138.60	-2,850.70
Check	3/22/2006	6308	Mao Wen Sun		-121.51	-2,972.21
Check	3/22/2006	6272	Alexander Hernandez		-471.26	-3,443.47
Check	3/22/2006	6260	Lynn Baden		-55.30	-3,498.77
Total Checks and Payments					-3,498.77	-3,498.77
<b>Deposits and Credits - 1 Item</b>						
Deposit	3/29/2006				38,789.65	38,789.65
Total Deposits and Credits					38,789.65	38,789.65
Total Uncleared Transactions					35,290.88	35,290.88
Register Balance as of 03/31/2006					35,586.44	72,686.15
<b>New Transactions</b>						
<b>Checks and Payments - 33 items</b>						
Check	4/5/2006	6350	Marlon Daito		-137.44	-137.44
Check	4/5/2006	6351	Shannon Ford		-127.04	-264.48
Check	4/5/2006	6352	cynthia Gutierrez		-210.75	-475.23
Check	4/5/2006	6353	Arianna Hernandez		-74.97	-550.20
Check	4/5/2006	6354	Lovee Hills		-275.76	-825.96
Check	4/5/2006	6355	Jose Leyva		-462.65	-1,288.61
Check	4/5/2006	6356	Maria N Madero		-37.48	-1,326.09
Check	4/5/2006	6357	Melissa Manzanarez		-314.83	-1,640.92
Check	4/5/2006	6358	Christina Perez		-103.80	-1,744.72
Check	4/5/2006	6359	Melissa Porter		-484.34	-2,229.06
Check	4/5/2006	6360	Hilda Rivera		-86.93	-2,315.99
Check	4/5/2006	6361	Evelyn Soqui		-150.17	-2,466.16
Check	4/5/2006	6362	Mao Wen Sun		-49.98	-2,516.14
Check	4/5/2006	6363	Mano Takegami		-245.23	-2,761.37
Check	4/5/2006	6364	Sothavy Ton		-338.84	-3,100.21
Check	4/5/2006	6365	Orange County Aud...		-711.04	-3,811.25
Check	4/5/2006	6366	Placentia Library Di...		-19.94	-3,831.19
Check	4/5/2006	6367	Nationwide Retirem...		-829.23	-4,660.42
Check	4/5/2006	6368	Tax Deferred Servic...		-1,590.00	-6,250.42
Check	4/5/2006	6349	Angelica Alatorre		-275.76	-6,526.18
Check	4/5/2006	6347	Bright Yuan		-659.64	-7,185.82
Check	4/5/2006	6336	Beatrice V. Quintanar		-964.03	-8,149.85
Check	4/5/2006	6331	Noreth Men		-140.38	-8,290.23
Check	4/5/2006	6327	Alexander Hernandez		-462.55	-8,752.78

**Placentia Library District  
Reconciliation Detail  
Payroll Checking - Wells Fargo, Period Ending 03/31/2006**

Type	Date	Num	Name	Clr	Amount	Balance
Check	4/5/2006	6326	Esther P. Guzman		-232.81	-8,985.59
Check	4/5/2006	6324	Wendy G. Goodson		-1,661.97	-10,647.56
Check	4/5/2006	6321	Gail Erwin		-290.63	-10,938.19
Check	4/5/2006	6317	Gary Bell		-1,466.17	-12,404.36
Check	4/5/2006	6316	Lynn Baden		-151.67	-12,556.03
Check	4/5/2006		Paychex		-9,868.55	-22,424.58
Check	4/5/2006		Paychex		-19,238.52	-41,663.10
Check	4/5/2006	6338	Kelleny Rivera		-121.26	-41,784.36
Check	4/11/2006		Bank of the West		-25.00	-41,809.36
Total Checks and Payments					-41,809.36	-41,809.36
Total New Transactions					-41,809.36	-41,809.36
Ending Balance					-6,222.92	30,876.79

*Edmund  
4/11/2006*









Entrepenurial Activities Report  
 Net Revenue Summary  
 March-06

	Mar-06	Mar-05	YTD 2005-06	YTD 2004-05
Passport	21,890.48	24,383.06	109,057.01	117,187.36
Passport Photos	2,070.00	1,980.00	10,950.00	4,400.00
Notary Public	210.00	0.00	700.00	0.00
<b>Total</b>	<b>24,170.48</b>	<b>26,363.06</b>	<b>120,707.01</b>	<b>121,587.36</b>

Prepared by: Wendy Goodson



Summary of Current Status Of Unique Management Accounts  
April 17, 2006

Agenda Item 19

FY 05-06	New Accounts	Active Accounts	Paid in full current month	Amount received current month	Written off current month
July	16	771	3	579.74	0
August	9	781	5	864.12	0
September	13	817	1	1,662.46	0
October	17	823	3	728.54	0
November	11	834	3	537.12	0
December	17	841	4	499.74	0
January	16	850	3	508.21	0
February	16	859	2	248.6	0
March	18	872	5	497.7	0
April	0	0	0	0	0
May	0	0	0	0	0
June	0	0	0	0	0
<b>TOTAL YTD</b>	<b>133</b>	<b>7448</b>	<b>29</b>	<b>6126.23</b>	<b>0</b>

UNIQUE MANAGEMENT SERVICES, INC.

CREATED: 04/01/2006 1:20 AM MK

SUMMARY STATUS REPORT

PAGE: 130

MS YESENIA GOMEZ  
PLACENTIA LIBRARY DISTRICT  
411 EAST CHAPMAN AVENUE  
PLACENTIA CA 92870

CREDITOR: 286 -- PLACENTIA LIBRARY DISTRICT  
DATES LISTED: 01/01/1900 TO 03/31/2006

Accounts Submitted	: 1,305	Dollars Submitted	: 120,218.00	Dollars Received	: 47,724.99
Bankruptcies	: 13	Dollars in Bankruptcy	: 1,079.61	Material Returned	: 13,868.00
Incorrect Addresses	: 171	Dollars in Skips	: 10,171.42	Dollars Waived	: 2,942.78
Patron Disputes/Suspends	: 1	Dollars in Dispute	: 0.00	Total Activated	: 82,356.37
Accounts in Process	: 1,120	Dollars in Process	: 104,441.82	% of Dollars Activated	: 78.85%
# of Accounts Activated	: 872				
% of Accounts Activated	: 77.86%				



TO: Placentia Library District Board of Trustees  
 FROM: Elizabeth Minter, Library Director  
 DATE: April 17, 2006  
 SUBJECT: GIFT REPORT

The following gifts were received from Mar 1 through Mar 31, 2006

**ADOPT-A-BOOK FUND**

Eleanore Rankin	Julie Shook
Hugh and Gae Wood	
Steve & Marilee Pischel	Kellie Castillo
Kenneth & Janet Stwernik	Sally & James Young
Melanie & Steven McKinney	Marcia K. Pavone
Kenneth & Bonnie Charlton	Margaret Wilson
Theo & Marion Hetherington	Sally & James Young
Michael & Roxanne Skovira	Dr. Allan Stark
Judy Porter	Boys & Girls Club of Placentia
Bill & Karen Mangold	Brian & Jodi McGuire
Frank & Jacqueline Campbell	James Pettit
Debi J. Walker & Roger Jensen	Al & Gloria Shkoler
Juanita Torpy	Neil & Jean Lasley
Tom & Kay Pfaffle	Jerry & Kathy Shepherd
Joe Aguirre	Glenn & Kathi Baldwin
Joe & Dolores Aguirre	Barbara McHugh
Renee J. Scott	Constance Underhill
Geraldine R. Sandoval	John & Kaetchen Schaefer
Manci & Erma Mendez	Laranne Remling
Margarete Barnes	Michael Hecht
Marcia Pavone	William & Jill Dale
Barbara Young	Jeffrey & Joanna Velasco
Allen & Carole Sypherd	Anne Miller
Bruce & Susan Brown	Margaret Wilson
G.R. & Geri Hodges	Glenn & Kathryn Baldwin
Leland & Mary Castner	Placentia Presbyterian
Shirley Fishel	Robert & Janice Dominguez
Andrea Goode	Vicki & William Brochue
Charlene Rose	Joyce Benedict
Dixie Shaw	Emily Mahler
Tag Painting & Decorating	George & Eleanore Stanske
Placentia Veterinary Clinic	Kenneth & Nadine Blansett
Moms Club of Placentia North	Robert & Diane Cooper
Don & Barbara Campbell	Richard & Phyllis DeVecchio

Curves for Women  
 Charlotte Cleary-Bell  
 Donald & Annette Southwell  
 Toby Silberfarb  
 Peggy Andrews  
 Jill D. Botha  
 Phil & Judie Dee  
 Jim & Peggy Dinsmore  
 Patricia Grimm  
 Ed & Barbara Hemmerling  
 Joseph & Alice Husovsky  
 Audrey Murrow  
 Eleanore Rankin  
 Ralph & Patricia Shook  
 Dr. Allan & Sandra Stark

Jim & Susan Engen  
 Carolyn Holmes  
 Marge Horrocks  
 Wilma Lee  
 Thomas & Jane Overall  
 Al & Gloria Shkoler  
 William & Audrey Snow  
 Janey Stwernik  
 Gail Williams  
 Heather Wood  
 Barbara A. Young  
 Gerald & Nancy Tollefson  
 Dick & Penny Wojcik  
 Marjorie Wood  
 George & Mary Ziegler

TOTAL AAB     \$7,067.00

**BOOK ENDOWMENT FUND**

Judy Alter  
 Sally Young  
 Lynn Smilow  
 Laura Webb  
 David & Zoe Berry  
 Lynda & David Baker  
 Glenn & Kathryn Baldwin  
 Phil & Judie Dee  
 Barbara Hatch  
 Patrick & Barbara McHugh  
 George & Mary Ziegler

Eleanore Rankin  
 Jill D. Botha  
 Charles & Kathy Frazee  
 Janet Kirwin  
 Nita Godwin  
 David & Christine Ruppel  
 Mike & Kelly Castillo  
 John & Sheran Closson  
 Sandra Jeffers  
 Al & Mary Strazdas

TOTAL AAB     \$1,245.00

**GENERAL FUND DONATIONS**

Betty Schoenberg  
 Carol & Arnold Peterson  
 Peter & Dottie Cummings  
 Dr Allan & Sandra Stark  
 Elaine Wakeham  
 Eleanore Rankin  
 Elizabeth Mead  
 Estella & Vernon Wnek  
 Terese H. Niebuhr  
 Tom & Joan Dressel  
 Lillian A Bart  
 Marie Cassidy  
 Mary & George Ziegler  
 Olivia Garcia  
 Eleanor Barbour  
 Vernon & Kathleen Napier  
 Maureen Plegel

Susan Sorensen  
 A & B.E. Escobosa  
 Abby T Cook  
 Al & Gloria Shkoler  
 Pamela Walrod  
 Dee Erman  
 Mrs. Gordon Shaw  
 Fred & Elizabeth D. Minter  
 Gabriella Rollins  
 Jan Schwartzkopf  
 Lisa Andrews  
 Lorraine Bobby  
 Robert & Diane Cooper  
 Toby Silberfarb  
 Vicki & William Brochue  
 Walter & Carol Holland  
 Wilbur & Sharon Taite

Mari Atherton  
 Frances Bill  
 Francis & Judy Billedeaux  
 Vicki Brochue  
 Yvonne Diane Cook  
 Stacy Farkas  
 Carol Holland  
 John & Jana Jermanis  
 William Kunzman  
 Marilyn Lasker  
 Patricia Miller  
 Peggy Minter  
 Vernon & Kathleen Napier  
 Jane Petit  
 James A Roberts  
 Chuck & Betty Schoenberg  
 Toby Silberfarb  
 Margaret E. Thum  
 Joanna Velasco  
 Jim & Virginia Walker

Brenda Benner  
 Lois Blanchard  
 Lorraine Bobby  
 Marie Cassidy  
 Patricia Delahunt  
 Crystal Gates  
 Pat Irot  
 Jerry & Pat Jertberg  
 Ron & Peggy LaCroix  
 Manci & Erna Meñdez  
 Judith Ann Miller-Miner  
 Frederick & Elizabeth Minter  
 Arnold & Carol Peterson  
 Ann Pullins  
 Pat & Virginia Sanatar  
 Jackie Shumway  
 Donald Smith  
 Betty Tramison  
 Will & Sharon Waite  
 Janna Whidden

TOTAL GF     \$3,000.00

<b>TOTAL ALL DONATIONS</b>	<b>\$11,312.00</b>
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Prepared By: Wendy Goodson





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**PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES**

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**TO:** Library Board of Trustees  
**FROM:** Elizabeth D. Minter, Library Director *EDM*  
**SUBJECT:** Building Maintenance Report for March 2006  
**DATE:** April 17, 2006

**HVAC:** 3-28-06 -- Monthly servicing of system.

**Telephone:** 3-13-06 -- Switch Literacy phone lines for desk move.

**Carpet Cleaners:** 3-31--06 - Cleaned Meeting Room carpet.

Prepared by: Wendy Goodson



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**PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES**

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**TO:** Library Board of Trustees  
**FROM:** Elizabeth D. Minter, Library Director *EDM*  
**SUBJECT:** Personnel Report for March 2006  
**DATE:** April 17, 2006

**RESIGNATIONS:**

None

**APPOINTMENTS:**

None

**OPEN POSITIONS:**

None

**WORKERS' COMPENSATION LEAVE:**

None

**PERFECT ATTENDANCE:**

1<sup>st</sup> Quarter, Jan-Mar 2006

Patricia Fellous-Gibbons	2 hrs
Caroline Gurkweitz	4 hrs
Alex Hernandez	2 hrs
Katie Matas	4 hrs
Mary Strazdas	4 hrs
Ed Stryzik	2 hrs
Estella Wnek	4 hrs
Bright Yuan	2 hrs

Prepared by: Wendy Goodson



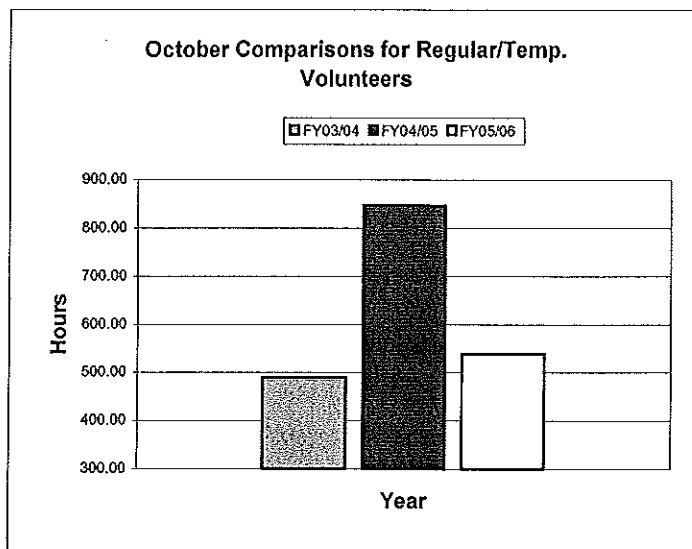
TO: Elizabeth D. Minter, Library Director

FROM: Laranne Remling, Development Director and Volunteer Coordinator *LR*

SUBJECT: Volunteer Report for Month of March 2006

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.

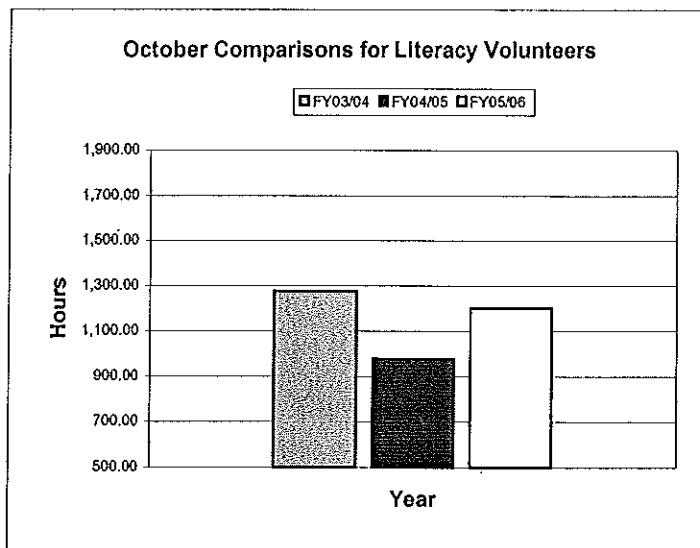
Regular/Temp. Volunteers Hours			
	FY03/04	FY04/05	FY05/06
July	735.25	948.25	1,027.50
August	551.50	696.25	784.50
September	385.00	482.00	470.75
October	388.75	487.75	458.25
November	388.25	461.00	516.00
December	359.50	400.75	416.00
January	439.00	*	472.00
February	496.25	959.75	462.50
March	489.25	846.50	537.50
April	476.50	698.00	
May	460.25	559.75	
June	<u>456.00</u>	<u>780.00</u>	
	<b>5,625.50</b>	<b>7,320.00</b>	<b>5,145.00</b>



# OF ACTIVE VOLUNTEERS FOR DECEMBER

Bookstore:	36
Regular:	8
Temporary:	6
Literacy:	178

Literacy Volunteers Hours			
	FY03/04	FY04/05	FY05/06
July	865.00	1,008.00	622.00
August	829.00	684.00	609.00
September	808.00	704.00	894.00
October	820.00	684.00	1,750.00
November	805.00	1,458.00	1,599.00
December	853.00	1,075.00	1,599.00
January	979.00	*	912.00
February	1,472.00	2,084.00	1,266.00
March	1,275.75	978.00	1,200.00
April	1,152.00	976.00	
May	562.50	814.00	
June	<u>526.50</u>	<u>1,041.00</u>	
	<b>10,947.75</b>	<b>11,506.00</b>	<b>10,451.00</b>



\* January 2005 hours are reported with February 2005 hours.



**Placentia Library District**  
Circulation Report – March 2006

	Mar 2006	Mar 2005	Y-T-D 2006	Y-T-D 2005	Y-T-D % change
1st Time Checkouts	18,177	16,159	142,515	122,111	17%
Phone Renewals	1,315	999	9,042	11,340	-20%
In-Building Renewals	553	528	4,448	3,222	38%
<b>TOTAL CHECKOUTS</b>	<b>20,045</b>	<b>17,686</b>	<b>156,005</b>	<b>136,673</b>	<b>14%</b>
On-Time Checkins	19,385	17,161	156,371	130,950	19%
Late Checkins	1,303	1,241	9,892	9,079	9%
<b>TOTAL CHECKINS</b>	<b>20,688</b>	<b>18,402</b>	<b>166,263</b>	<b>140,029</b>	<b>19%</b>
Holdings Placed	601	520	4,671	4,860	-4%
Holdings Cancelled	20	18	164	316	-48%
Holdings Filled	456	436	3,799	3,902	-3%
<b>NEW PATRON REGISTRATIONS</b>	<b>862</b>	<b>433</b>	<b>6,127</b>	<b>3,057</b>	<b>100%</b>
<b>CIRCULATION BY TYPE OF MATERIAL</b>					
Adult Print	6,956	5,640	56,127	55,681	1%
Juvenile Print	9,258	8,565	67,812	62,089	9%
Audio	1,192	2,307	10,536	10,137	4%
Visual	3,568	2,224	30,878	16,418	88%
<b>TOTAL CIRCULATION</b>	<b>20,974</b>	<b>18,736</b>	<b>165,353</b>	<b>144,325</b>	<b>15%</b>
<b>CIRCULATION BY PLACE OF RESIDENCE</b>					
To Placentia residents	12,458	10,900	98,318	85,733	15%
To Anaheim/Yorba Linda residents	3,598	3,486	27,953	24,913	12%
To residents outside Tri-City	4,918	4,350	39,082	33,679	16%
<b>TYPES OF ACTIVE BORROWERS</b>					
Adult	15,129	13,786			
Young Adult	406	267			
Juvenile	3,841	3,019			
New Borrower	1,023	1,357			
Other (staff)	577	302			
<b>TOTAL ACTIVE BORROWERS *</b>	<b>20,976</b>	<b>18,731</b>			
<b>TOTAL REGISTERED BORROWERS **</b>	<b>24,495</b>	<b>21,112</b>			
<b>ATTENDANCE</b>	<b>52,514</b>	<b>42,699</b>	<b>326,212</b>	<b>311,579</b>	<b>5%</b>

\* Active borrowers have used the Library this month

\*\* Registered borrowers have used the Library within the past 12 months





PLACENTIA INVOICES

PERIOD COVERED FY2003-2004	DATE INVOICE	S. CA EDISON	TURF	GROUNDS	MAINT/ REPAIRS	CIV CTR SEISMIC	IRRIGATION CONTROL	TOTAL
Jul-03	07/24/03	4,522.91	1,150.57	650.77	207.50	0.00	7.20	6,538.95
Aug-03	08/07/03	5,933.96	1,566.39	604.52	0.00	0.00	7.20	8,112.07
Sep-03	09/08/03	5,103.96	1,370.47	604.52	215.00	0.00	7.19	7,301.14
Oct-03	10/13/03	2,650.78	1,150.57	604.52	107.50	0.00	7.19	4,520.56
Nov-03	11/10/03	4,002.21	1,150.57	604.52	107.50	0.00	7.24	5,872.04
Dec-03	12/12/03	3,276.82	2,064.00	604.52	1,520.17	0.00	7.23	7,472.74
Jan-04	01/13/04	2,950.98	1,407.66	705.74	155.00	0.00	7.24	5,226.62
Feb-04	02/10/04	2,987.54	1,150.57	568.93	107.50	0.00	7.23	4,821.77
Mar-04	03/08/04	3,020.00	1,150.57	619.54	107.50	0.00	7.20	4,904.81
Apr-04	04/08/04	3,046.38	1,150.57	619.54	107.50	0.00	7.45	4,931.44
May-04	05/12/04	3,106.89	1,150.57	619.54	107.50	0.00	0.00	4,984.50
Jun-04	06/15/04	3,544.04	1,150.57	647.62	215.00	0.00	7.28	5,564.51
<b>TOTAL</b>		<b>39,623.56</b>	<b>14,462.51</b>	<b>6,803.51</b>	<b>2,750.17</b>	<b>0.00</b>	<b>72.45</b>	<b>63,712.20</b>
<b>AVG</b>		<b>3,301.96</b>	<b>1,205.21</b>	<b>566.96</b>	<b>229.18</b>	<b>0.00</b>	<b>6.04</b>	<b>5,309.35</b>

PERIOD COVERED FY2004-2005	DATE INVOICE	S. CA EDISON	TURF	GROUNDS	MAINT/ REPAIRS	CIV CTR SEISMIC	IRRIGATION CONTROL	TOTAL
Jul-04	07/28/04	4,661.33	1,150.57	690.71	276.54	0.00	7.27	6,786.42
Aug-04	08/23/05	5,332.93	1,150.57	722.54	302.50	0.00	7.29	7,515.83
Sep-04	09/14/04	5,250.20	1,150.57	679.43	0.00	0.00	0.00	7,080.20
Oct-04	10/15/04	5,155.44	1,150.57	679.43	215.00	0.00	14.45	7,214.89
Nov-04	11/04/04	3,963.90	1,150.57	686.96	0.00	0.00	7.18	5,808.61
Dec-04	12/14/05	0.00	1,150.57	788.19	252.50	0.00	7.18	2,198.44
Jan-05	01/10/05	6,334.08	1,150.57	875.17	0.00	0.00	14.40	8,374.22
Feb-05	02/07/05	3,493.88	1,150.57	802.54	107.50	0.00	7.23	5,561.72
Mar-05	03/09/05	3,337.04	2,392.41	726.17	107.50	0.00	7.24	6,570.36
Apr-05	04/13/05	3,017.99	0.00	726.17	107.50	0.00	7.30	3,858.96
May-05	05/02/05	0.00	1,150.57	573.42	0.00	0.00	7.22	1,731.21
Jun-05	06/10/05	6,593.11	1,150.57	580.92	215.00	0.00	0.00	8,539.60
<b>TOTAL</b>		<b>47,139.90</b>	<b>13,898.11</b>	<b>8,531.65</b>	<b>1,584.04</b>	<b>0.00</b>	<b>86.76</b>	<b>71,240.46</b>
<b>AVG</b>		<b>3,928.33</b>	<b>1,158.18</b>	<b>710.97</b>	<b>132.00</b>	<b>0.00</b>	<b>7.23</b>	<b>5,936.71</b>

PERIOD COVERED FY2005-2006	DATE INVOICE	S. CA EDISON	TURF	GROUNDS	MAINT/ REPAIRS	CIV CTR SEISMIC	IRRIGATION CONTROL	TOTAL
Jul-05	07/11/05	4,306.02	1,150.57	649.79	0.00	0.00	14.68	6,121.06
Aug-05	08/08/05	5,806.71	1,150.57	649.79	107.50	0.00	7.42	7,721.99
Sep-05	09/12/05	5,666.05	1,150.57	243.44	460.73	0.00	7.20	7,527.99
Oct-05	10/05/02	5,323.86	1,150.57	184.99	215.00	0.00	0.00	6,874.42
Nov-05	11/03/05	3,277.59	1,150.57	354.93	107.50	0.00	14.37	4,904.96
Dec-05	12/12/05	2,597.26	1,150.57	291.60	107.50	0.00	7.20	4,154.13
Jan-06	01/10/06	2,154.68	2,104.43	385.17	2,366.02	0.00	7.20	7,017.50
Feb-06	02/09/06	2,494.98	1,150.57	210.52	348.72	0.00	7.15	4,211.94
Mar-06	03/08/06	0.00	1,150.57	123.06	107.50	0.00	7.17	1,388.30
Apr-06	04/11/06	2,772.36	1,150.57	144.17	107.50	0.00	7.23	4,181.83
May-06		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Jun-06		0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>TOTAL</b>		<b>34,399.51</b>	<b>12,459.56</b>	<b>3,237.46</b>	<b>3,927.97</b>	<b>0.00</b>	<b>79.62</b>	<b>54,104.12</b>
<b>AVG</b>		<b>3,439.95</b>	<b>1,245.96</b>	<b>323.75</b>	<b>392.80</b>	<b>0.00</b>	<b>7.96</b>	<b>5,410.41</b>

TOTAL DOLLARS SPENT

FY2003-2004	LABOR	EQUIPMENT	MATERIAL	TOTAL 50% LIBRARY	
Jul-03	1,035.04	174.00	0.00	1,209.04	604.52
Aug-03	1,035.04	174.00	0.00	1,209.04	604.52
Sep-03	1,035.04	174.00	0.00	1,209.04	604.52
Oct-03	1,035.04	174.00	0.00	1,209.04	604.52
Nov-03	1,035.04	174.00	0.00	1,209.04	604.52
Dec-03	1,207.48	204.00	0.00	1,411.48	705.74
Jan-04	963.86	174.00	0.00	1,137.86	568.93
Feb-04	1,050.08	189.00	0.00	1,239.08	619.54
Mar-04	1,050.08	189.00	0.00	1,239.08	619.54
Apr-04	1,050.08	189.00	0.00	1,239.08	619.54
May-04	1,106.24	189.00	0.00	1,295.24	647.62
Jun-04	1,177.42	204.00	0.00	1,381.42	690.71
TOTAL	12,780.44	2,208.00	0.00	14,988.44	7,494.22
AVG	1,065.04	184.00	0.00	1,249.04	624.52

TOTAL DOLLARS SPENT

FY2004-2005	LABOR	EQUIPMENT	MATERIAL	TOTAL 50% LIBRARY	
Jul-04	1,177.42	204.00	0.00	1,381.42	690.71
Aug-04	1,233.58	211.50	0.00	1,445.08	722.54
Sep-04	1,147.36	211.50	0.00	1,358.86	679.43
Oct-04	1,147.36	211.50	0.00	1,358.86	679.43
Nov-04	1,177.42	196.50	0.00	1,373.92	686.96
Dec-04	1,364.88	211.50	0.00	1,576.38	788.19
Jan-05	1,263.33	189.00	0.00	1,452.33	726.17
Feb-05	1,401.08	204.00	0.00	1,605.08	802.54
Mar-05	1,263.33	189.00	0.00	1,452.33	726.17
Apr-05	1,263.33	189.00	0.00	1,452.33	726.17
May-05	987.83	159.00	0.00	1,146.83	573.42
Jun-05	987.83	174.00	0.00	1,161.83	580.92
TOTAL	14,414.75	2,350.50	0.00	16,765.25	8,382.63
AVG	1,201.23	195.88	0.00	1,397.10	698.55

TOTAL DOLLARS SPENT

FY2005-2006	LABOR	EQUIPMENT	MATERIAL	TOTAL 50% LIBRARY	
Jul-05	1,125.58	174.00	0.00	1,299.58	649.79
Aug-05	1,125.58	174.00	0.00	1,299.58	649.79
Sep-05	372.88	114.00	0.00	486.88	243.44
Oct-05	339.98	30.00	0.00	369.98	184.99
Nov-05	610.86	99.00	0.00	709.86	354.93
Dec-05	484.20	99.00	0.00	583.20	291.60
Jan-06	770.34	0.00	0.00	770.34	385.17
Feb-06	421.04	0.00	0.00	421.04	210.52
Mar-06	177.12	69.00	0.00	246.12	123.06
Apr-06	219.34	69.00	0.00	288.34	144.17
May-06	0.00	0.00	0.00	0.00	0.00
Jun-06	0.00	0.00	0.00	0.00	0.00
TOTAL	5,646.92	828.00	0.00	6,474.92	3,237.46
AVG	564.69	82.80	0.00	647.49	323.75

DOLLARS BY TYPE OF WORKER

FY2003-2004	SUPERVISOR	CREWLEAD	SWEEPER	TRIMMER	MAINT WORK	TOTAL
Jul-03	284.72	240.48	60.56	0.00	449.28	1,035.04
Aug-03	284.72	240.48	60.56	0.00	449.28	1,035.04
Sep-03	284.72	240.48	60.56	0.00	449.28	1,035.04
Oct-03	284.72	240.48	60.56	0.00	449.28	1,035.04
Nov-03	284.72	240.48	60.56	0.00	449.28	1,035.04
Dec-03	284.72	300.60	60.56	0.00	561.60	1,207.48
Jan-04	213.54	240.48	60.56	0.00	119.28	633.86
Feb-04	213.54	270.54	60.56	0.00	505.44	1,050.08
Mar-04	213.54	270.54	60.56	0.00	505.44	1,050.08
Apr-04	213.54	270.54	60.56	0.00	505.44	1,050.08
May-04	213.54	270.54	60.56	0.00	561.60	1,106.24
Jun-04	284.72	270.54	60.56	0.00	561.60	1,177.42
TOTAL	3,060.74	3,096.18	726.72	0.00	5,566.80	12,450.44
AVG	255.06	258.02	60.56	0.00	463.90	1,037.54

DOLLARS BY TYPE OF WORKER

FY2004-2005	SUPERVISOR	CREWLEAD	SWEEPER	TRIMMER	MAINT WORK	TOTAL
Jul-04	284.72	270.54	60.56	0.00	561.60	1,177.42
Aug-04	284.72	270.54	60.56	0.00	617.76	1,233.58
Sep-04	284.72	240.48	60.56	0.00	561.60	1,147.36
Oct-04	284.72	240.48	60.56	0.00	561.60	1,147.36
Nov-04	284.72	270.54	60.56	0.00	561.60	1,177.42
Dec-04	355.90	330.66	60.56	0.00	617.76	1,364.88
Jan-05	337.76	310.95	65.80	0.00	548.82	1,263.33
Feb-05	379.98	345.50	65.80	0.00	609.80	1,401.08
Mar-05	337.76	310.95	65.80	0.00	548.82	1,263.33
Apr-05	337.76	310.95	65.80	0.00	548.82	1,263.33
May-05	253.32	241.85	65.80	0.00	426.86	987.83
Jun-05	253.32	241.85	65.80	0.00	426.86	987.83
TOTAL	3,679.40	3,385.29	758.16	0.00	6,591.90	14,414.75
AVG	306.62	282.11	63.18	0.00	549.33	1,201.23

DOLLARS BY TYPE OF WORKER

FY2005-2006	SUPERVISOR	CREWLEAD	SWEEPER	TRIMMER	MAINT WORK	TOTAL
Jul-05	295.54	276.40	65.80	0.00	487.84	1,125.58
Aug-05	295.54	276.40	65.80	0.00	487.84	1,125.58
Sep-05	168.88	138.20	65.80	0.00	0.00	372.88
Oct-05	168.88	138.20	32.90	0.00	0.00	339.98
Nov-05	337.76	207.30	65.80	0.00	0.00	610.86
Dec-05	211.10	207.30	65.80	0.00	0.00	484.20
Jan-06	253.32	207.30	65.80	0.00	243.92	770.34
Feb-06	42.22	69.10	65.80	0.00	243.92	421.04
Mar-06	42.22	69.10	65.80	0.00	0.00	177.12
Apr-06	84.44	69.10	65.80	0.00	0.00	219.34
May-06	0.00	0.00	0.00	0.00	0.00	0.00
Jun-06	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL	1,899.90	1,658.40	625.10	0.00	1,463.52	5,646.92
AVG	189.99	165.84	62.51	0.00	146.35	564.69

TIME BY TYPE OF WORKER

FY2003-2004	SUPERVISOR	CREWLEAD	SWEEPER	BLDG MAINT		TOTAL
				TRIMMER	MAINT WORK	
Jul-03	8.00	8.00	2.00	0.00	16.00	34.00
Aug-03	8.00	8.00	2.00	0.00	16.00	34.00
Sep-03	8.00	8.00	2.00	0.00	16.00	34.00
Oct-03	8.00	8.00	2.00	0.00	16.00	34.00
Nov-03	8.00	8.00	2.00	0.00	16.00	34.00
Dec-03	8.00	10.00	2.00	0.00	20.00	40.00
Jan-04	6.00	8.00	2.00	0.00	16.00	32.00
Feb-04	6.00	9.00	2.00	0.00	18.00	35.00
Mar-04	6.00	9.00	2.00	0.00	18.00	35.00
Apr-04	6.00	9.00	2.00	0.00	18.00	35.00
May-04	6.00	9.00	2.00	0.00	20.00	37.00
Jun-04	8.00	9.00	2.00	0.00	20.00	39.00
TOTAL	86.00	103.00	24.00	0.00	210.00	423.00
AVG	7.17	8.58	2.00	0.00	17.50	35.25

TIME BY TYPE OF WORKER

FY2004-2005	SUPERVISOR	CREWLEAD	SWEEPER	BLDG MAINT		TOTAL
				TRIMMER	MAINT WORK	
Jul-04	8.00	9.00	2.00	0.00	20.00	39.00
Aug-04	8.00	9.00	2.00	0.00	22.00	41.00
Sep-04	8.00	8.00	2.00	0.00	20.00	38.00
Oct-04	8.00	8.00	2.00	0.00	20.00	38.00
Nov-04	8.00	9.00	2.00	0.00	20.00	39.00
Dec-04	10.00	11.00	2.00	0.00	22.00	45.00
Jan-05	8.00	9.00	2.00	0.00	18.00	37.00
Feb-05	9.00	10.00	2.00	0.00	20.00	41.00
Mar-05	8.00	9.00	2.00	0.00	18.00	37.00
Apr-05	8.00	9.00	2.00	0.00	18.00	37.00
May-05	6.00	7.00	2.00	0.00	14.00	29.00
Jun-05	6.00	7.00	2.00	0.00	14.00	29.00
TOTAL	95.00	105.00	24.00	0.00	226.00	450.00
AVG	7.92	8.75	2.00	0.00	18.83	37.50

TIME BY TYPE OF WORKER

FY2005-2006	SUPERVISOR	CREWLEAD	SWEEPER	BLDG MAINT		TOTAL
				TRIMMER	MAINT WORK	
Jul-05	7.00	8.00	2.00	0.00	16.00	33.00
Aug-05	7.00	8.00	2.00	0.00	16.00	33.00
Sep-05	4.00	4.00	2.00	0.00	0.00	10.00
Oct-05	0.00	0.00	0.00	0.00	0.00	0.00
Nov-05	4.00	6.00	2.00	0.00	0.00	12.00
Dec-05	5.00	6.00	2.00	0.00	0.00	13.00
Jan-06	6.00	6.00	2.00	0.00	8.00	22.00
Feb-06	1.00	2.00	2.00	0.00	8.00	13.00
Mar-06	1.00	2.00	2.00	0.00	0.00	5.00
Apr-06	2.00	2.00	2.00	0.00	0.00	6.00
May-06	0.00	0.00	0.00	0.00	0.00	0.00
Jun-06	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL	37.00	44.00	18.00	0.00	48.00	147.00
AVG	3.70	4.40	1.80	0.00	4.80	14.70

## Elizabeth Minter

---

**From:** Geoffrey Neill [gneill@csga.net]  
**Sent:** Friday, April 07, 2006 4:34 PM  
**To:** eminter@placentalibrary.org  
**Subject:** CSGA Legislative Update - April 7, 2006

### Spring Break

The Legislature recessed Thursday for Spring Break and will reconvene on April 17. Scores of bills of interest to CSGA were heard this week, including the following:

Senate Bill 1617 (McClintock): relating to permitting emergency work on streambed alterations and failed passage on Tuesday in the Senate Natural Resources and Water Committee (CSGA position - Watch);

Senate Bill 1425 (Kuehl): a comprehensive bill relating to groundwater extractions was passed on Tuesday by the Senate Natural Resources and Water Committee (CSGA position - Watch);

Assembly Bill 3050 (Committee on Assembly Judiciary): relates to mandatory flood insurance and among other things, makes local governments under specific circumstances jointly liable for flood-related costs. The bill was passed on Tuesday by the Assembly Judiciary Committee (CSGA position - Watch);

Assembly Bill 2162 (Maze): this bill relates to flood control and environmental restoration projects under CEQA and failed passage on Tuesday in the Assembly Water, Parks & Wildlife Committee (CSGA position - Support);

Assembly Bill 1297 (DeVore): this bill would allow counties to veto a redevelopment project, under specific circumstances, and with input from special districts. During the Assembly Housing and Community Development Committee hearing on Wednesday, Assembly Member DeVore amended the bill into a study of what other states do relative to oversight of redevelopment agencies/projects. With that amendment, the bill passed the Committee (CSGA position - Watch);

Senate Bill 1431 (Cox): this bill would authorize all cities, counties and special districts to utilize design-build. In spite of opposition from a number of unions and contractor groups, the bill was passed Wednesday by the Senate Local Government Committee (CSGA position - Support);

Assembly bill 1953 (Chan): this bill would change the meaning of the term "lead free" in the Health & Safety Code from 8% lead for pipes or pipe fittings, and 4% lead for plumbing fittings and fixtures to .25% lead. The bill was passed on Tuesday by the Assembly Environmental Safety and Toxic Materials Committee (CSGA position - Support);

Assembly Bill 2500 (Laird): this bill would require local governments to adopt a "safety element" in their General Plans before they would be eligible for state funding for levee improvements. The bill was passed by the Assembly Local Government Committee on Wednesday (CSGA position - Watch).

### Email Updates Available for All Member Agencies' Officials and Employees

Legislative Updates are emailed every Friday that the California Legislature is in session. Past and current updates are available in the Legislation & Action section of the CSGA member's website. If anyone else at your agency would like to receive these updates by email, or if you would like to stop receiving these updates, let us know by calling toll-free (877) 924-CSGA or by emailing [gneill@csga.net](mailto:gneill@csga.net).

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CSGA Finance Corporation

1112 I Street, Suite 200, Sacramento, CA 95814  
(877) 924-CSGA toll-free; (916) 442-7889 fax  
[www.csga.net](http://www.csga.net)

## Elizabeth Minter

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**From:** Geoffrey Neill [gneill@csda.net]  
**Sent:** Friday, March 31, 2006 4:45 PM  
**To:** eminter@placentalibrary.org  
**Subject:** CSDA Legislative Update - March 31, 2006

### Spring Break

As the Legislature approaches the Spring Recess, which is scheduled for the week of April 10, the pace of legislative policy committee hearings has shifted into high gear. While many bills of interest to CSDA are scheduled to be considered next week and the week after the Spring Recess, only one bill of interest, Assembly Bill 2069, was heard this week. The week after the Spring Recess, the Senate Local Government Committee will hear Senate Bill 1317, relating to the reallocation of property taxes.

### SB 1317 - Property Tax Reallocation

This bill, by Sen. Tom Torlakson, is similar to last year's AB 737 and would reallocate property taxes within a county to the detriment of special districts that receive property taxes. Under the bill, if a city or a county allows a public utility to build an electric facility in their boundaries, they would get a much larger portion of the resulting property taxes than under current law. Of course, this money has to come from somewhere, and in this case it would come from every special district in the county. The only exception is if a district happens to provide that site with water or fire services. Even though the dollar amounts for any given project are not huge, this is the first step down a very dangerous path. SB 1317 is scheduled to be heard on April 19 in the Senate Local Government Committee, but given that the Legislature's Spring Recess is the week prior, please send your letter of opposition as soon as possible. If you did not receive our sample letter by email earlier today, you can find it in the Legislation & Action section of our members website (<http://members.csda.net>).

### Assembly Bill 2069

This bill, by Assembly Member Bill Maze, would prohibit public agencies from hiring an applicant for a position requiring a specified degree unless the person has received the required degree from an accredited institution. Additionally, AB 2069 specifies that if a job description requires the applicant to furnish a diploma as a condition of employment, public agencies are prohibited from hiring the applicant until his or her diploma from an accredited institution is provided.

On Wednesday, the Assembly Committee on Public Employees, Retirement and Social Security passed the bill and amended it to ensure that degrees from "accredited" institutions includes such degrees from foreign countries. CSDA is opposed to AB 2069 and believes issues relating to hiring are best left to each local agency.

### Senate Bill 1431 - Design-Build Contracting

This bill, by Sen. Dave Cox, would permit all special districts, cities and counties to use the design-build process for public works whose projected costs are \$2.5 million or more. The design-build process often saves agencies money and time for large projects. The design-build method of contracting is the process under which a construction project is awarded to a single contractor, who is responsible for both the design and the construction of the project. Under traditional public works contracting, the public entity awards two contracts - one for the design of the project and a second one for construction. CSDA supports SB 1431 because it can be useful for districts that construct large public works such as buildings and treatment plants. If your agency would like to express its support for the bill, please send a letter of support to Sen. Cox, your local senator and CSDA. The bill is scheduled to be heard on April 5. You can find CSDA's support letter - as well as a fact sheet about the bill - in the Legislation & Action section of the members website (<http://members.csda.net>).

### Email Updates Available for All Member Agencies' Officials and Employees

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California Special Districts Association

4/13/2006

**Elizabeth Minter**

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**From:** Jeri Takeda [jtakeda@mcls.org]  
**Sent:** Tuesday, April 04, 2006 2:25 PM  
**To:** 'MCLS/SLS/SSCLS/Associate Member Director'  
**Subject:** FW: [CALIX:5169] News from the Capitol - National Library Week

-----Original Message-----

**From:** owner-calix@listproc.sjsu.edu  
[mailto:owner-calix@listproc.sjsu.edu] On Behalf Of Laura Fisher  
**Sent:** Tuesday, April 04, 2006 1:05 PM  
**To:** Calix  
**Subject:** [CALIX:5169] News from the Capitol - National Library Week

**To:** CLA Members/ Systems/ Network Contacts  
**From:** Mike Dillon, CLA Lobbyist  
Christina Dillon, CLA Lobbyist  
**RE:** News From the Capitol

SENATOR TORLAKSON INTRODUCES RESOLUTION CELEBRATING

"NATIONAL LIBRARY WEEK"

At CLA's request, Senate Democratic Caucus Chair, Tom Torlakson, has introduced Senate Concurrent Resolution 110, celebrating April 2 through April 8, 2006 as "National Library Week." The resolution "applauds the vital impact of California's public libraries, librarians, and all library workers," and contains several important "WHEREAS" clauses that highlight the numerous contributions that public libraries make statewide.

You may recall, Senator Torlakson has carried past legislation relative to ERAF relief for libraries, and has served as the former Chair of the Senate Local Government Committee, where he became one of the principle architects of Proposition 65 (later became known as Proposition 1A), which provided ERAF relief to cities, counties, and special districts. A special "thank you" to Senator Torlakson and his Legislative Director, Jennifer Swenson, for their work on our behalf!

The bill was amended on April 3, 2006 to include an important "WHEREAS" that was crafted in conjunction with the literacy community, and Carey Gross of the CLA Legislative Committee. The bill will head to the Assembly this week so that principal co-author, Assemblywoman Wolk, will have the opportunity to take it up in her house as well, and then it will be returned to the

You may view a copy of the resolution at [www.senate.ca.gov](http://www.senate.ca.gov) <<http://www.senate.ca.gov>> . Click on "legislation" and enter "scr 110" in the subject box.

-----calix-+

Views expressed on CALIX are the opinion of the sender and do not necessarily reflect the position of the California Library Association.

How to get off CALIX: Subscribers are strongly encouraged to keep abreast of CLA and California library news via this mailing list.

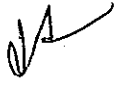
To sign off from the list, send email to [listproc@listproc.sjsu.edu](mailto:listproc@listproc.sjsu.edu) with the following request: SIGNOFF CALIX or UNSUBSCRIBE CALIX in the body of the message. Make sure your subject line is blank and nothing other than the command is in the body of the message.

-----calix--



Agenda Item 27

TO: Elizabeth Minter, Library Director

FROM: Jim Roberts, Public Services Manager/Literacy Coordinator 

DATE: April 17, 2006

**SUBJECT: Status of Placentia Library Literacy Services (PLLS) Partnerships with the Community.**

Provided below is a list of active PLLS partnerships/coalitions in the community. Those with an asterisk (\*) are pending and have not yet begun.

- ◆ Placentia Rotary Reading Enrichment Program (PRREP) meetings began in October at El Dorado and Valencia High Schools. Thus far, we had over 100 high school volunteers sign-up for PRREP and attend PRREP meetings.
- ◆ We partner with Even Start at Ruby Drive Elementary School, where we offer Spanish literacy classes on Friday mornings during the school year.
- ◆ Federal Work Study (FWS) is a partnership among Western State University College of Law, Cal State Fullerton and the Library where qualified FWS students work part-time at the Library and off-site, primarily tutoring children. Cal State Fullerton and PLLS have two additional partnerships: 1. the Intern Program, and 2. Service Learning.
- ◆ Fullerton College has a Service Learning partnership where several instructors require 10-20 hours of community service. PLLS is a participating agency.
- ◆ *EVEN START* collaboration with Ruby Drive Elementary School began in FY 2004-05 and has continued this FY.
- ◆ PLLS is listed as a participating agency for interns with Valencia High School's Val Tech and International Baccalaureate (IB) programs. We have three IB interns so far this school year.
- ◆ In June, the California State Library awarded the PLLS an LSTA Grant to partner with H.I.S. House to start an after school homework program for children there. That project began on Tuesday, September 20, and we now tutor eight to twelve students Monday, Tuesday, and Thursday from 6:30-8:00 PM.
- ◆ On Monday, September 19, PLLS began a homework club at Topaz Elementary School for 7<sup>th</sup> grade students who attend Tuffree Middle School and are graduates of Topaz. Held Mon-Thurs from 4-6 PM, we are averaging 18 students each day.
- ◆ The School District started a citizenship class on February 4 in the Meeting Room.



TO: Elizabeth D. Minter, Library Director

FROM: Jim Roberts, Public Services Manager *JR*

DATE: April 17, 2006

SUBJECT: Grant Status

Source	Submitted	Date	Submitted	By	ELLI	FFL	Literacy	Adult	Spanish	Children's	History	Other
Grants Pending												
*Estimated												
TOTAL PENDING												
Source	Amount	Date	Submitted	By	ELLI	FFL	Literacy	Adult	Spanish	Children's	History	Other
Grants Received												
Wells Fargo	\$1,000	06/05/05	PLLS						X			
PacificCareFoundation	\$10,000	06/05/05	M & A Ass.**		X							
LSTA 6-0M	\$48,634	03/25/05	PLLS									X
CLLS	\$30,000	6/26/2005	PLLS		X		X	X				
CLLS Matching	\$21,732	6/26/2005	PLLS					X				
TOTAL	\$101,366											
Source	Amount	Date	Submitted	By	ELLI	FFL	Literacy	Adult	Spanish	Children's	History	Other
Grants Denied/Withdrawn												
TOTAL												



**Agenda Item 28**

**Attachment A**

**TO:** Elizabeth Minter, Library Director

**FROM:** Jim Roberts, Public Services Manager/Literacy Coordinator *JR*

**DATE:** April 17, 2006

**SUBJECT:** Termination of the Placentia Library Literacy Services' (PLLS) grant writer.

**BACKGROUND:**

Approximately one and a half years ago, we contracted Katie Machoskie & Associates, Inc., as the grant writer for PLLS. Since the success was minimal, we terminated the contract with Machoskie & Associates, Inc., effective March 31, 2006. We did receive our grant file from Ms Machoskie, and Laranne Remling and I are in the process of searching for a new grant writer.

**RECOMMENDATION:**

That the Library Board of Trustees receive and file.



TO: Elizabeth Minter, Library Director

FROM: Jim Roberts, Public Services Manager/Literacy Coordinator



DATE : April 17, 2006

**SUBJECT: Poet Laureate.**

Meredith Laskow, Poet Laureate of the Placentia Library District, met with the Program Committee two times in March.

She coordinated the poet for the March 25, 2006 poetry workshop. Seven patrons attended the workshop.





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**PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES**

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**TO:** Library Board of Trustees  
**FROM:** Elizabeth D. Minter, Library Director  
**SUBJECT:** Status Report – Financial Audit  
**DATE:** April 17, 2005

Moreland & Associates made recommendations at the March 28, 2006 Board of Trustees Meeting to maintain the Capital Assets Report, Long-Term Debt Report and Cash & Investments in the General Ledger of the Orange County Auditor Financial Statements.

The standards are being coordinated by Administration. John Hanson from Moreland & Associates provided templates for the Investments report. Additional compliance issues will be addressed with the assistance of Moreland & Associates; Munson, Cronick & Associates and the Orange County Auditor's Office.

Prepared by: Wendy Goodson



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**PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES**

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**TO:** Library Board of Trustees

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

**SUBJECT:** Library Director's Report

**DATE:** April 17, 2006

Activities Report:

- Feb 21 Library Board Meeting
- Feb 23 Attended Placentia Chamber of Commerce Breakfast
- Attended a Metropolitan Cooperative Library System/Santiago Library System joint Executive Council meeting at Burbank Public Library to discuss the future of public library systems in California with State Librarian Susan Hildreth.
- Feb 28 Participated in a live web cast with State Librarian Susan Hildreth to review issues of concern for public library directors.
- Mar 4 Participated in the Friends of Placentia Library Author's Luncheon at Alta Vista Country Club.
- Mar 5-19 Vacation
- Mar 20-25 Public Library Association Preconference Seminar and Biennial Conference, Boston.

The weakest program I attended was the full-day preconference entitled: "Organizing for what's next: How to staff, structure and design your organization in the age of permanent change." There was way too much time wasted in discussion groups and reporting out and not nearly enough time for presentation of sample programs. This topic had a lot of potential and I hope that PLA will re-work the format for the next Conference.

The best program I attended was entitled: "Reinventing III: The customer-centered Library. How to stop tweaking it and start doing it with 12 new steps for 2006." I ordered a CD of the Conference presentations and I hope that a lot of the staff will listen to this one when it arrives. Placentia stacked up well in most of the areas. The most glaring problem is our attitude about cell phones. The customer surveys discussed all showed that the public thinks that it's pretty stupid for public libraries to "outlaw" cell phones when staff and patrons are already talking in pretty loud voices. The recommendation is that phones be allowed and that the talking be treated as any other loud talking and people counseled to keep their voices down or asked move to a louder area. At the Staff Meeting on April 5 I asked the Placentia Library staff to

consider and recommend changes to the District's cell phone policy but they were totally defensive and non-receptive. Perhaps they will continue to think about it after they have a chance to listen to the research results.

On Friday morning staff from Placentia, Yorba Linda and Orange County met with representatives from Sirsi/Dynix (our library system people) about several of their products that simplify the direct loan and interlibrary loan processes. Since Yorba Linda has left the Tri City Library Network this is a way that Placentia can still be able to read and use the library cards issued by Yorba Linda and any other library that elects to pay for the software. The cost will be around \$3,000 per year and it will keep Placentia staff from having to issue library cards to users from other neighboring jurisdictions. Santiago Library System is hoping that virtually all of the public libraries in Orange County will participate in this.

- Mar 28 Library Board Meeting
- Mar 29 Met with the Placentia History Room Committee and Library Managers to plan the application for a LSTA Grant to the State Library for the digitization of 200 photography from the District's collection.
- Mar 30 Attended the quarterly membership luncheon of the Independent Special Districts of Orange County. Speaker from the Orange County Register Editorial Staff was hyper critical of all elected officials and professional staff – in his expressed opinion everyone who works in public service is dishonest and self-serving.
- Apr 1 Saturday manager at the Library.
- Apr 3 Participated in the Friends Annual Meeting, Volunteer Recognition, Author's program and reception.
- Apr 4 Presented staff with sandwiches in honor of National Library Employees' Day.
- Apr 5 Met with Foundation President Jean Lasley to discuss Board of Directors issues.
- Apr 6 Vernon Napier represented Placentia Library District at the Santiago Library System Executive Council in my absence for a medical procedure.
- Apr 12 Participated in the inaugural meeting of the Friends/Foundation Publications Committee
- Apr 13 Presented the Chamber of Commerce Mixer at Placentia Library, funded by the Friends.

Staff Meetings:

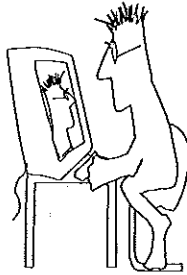
- Feb 15
- Mar 1 & 15
- Apr 5

Reinventing III:

## The Customer-Centered Library

How to stop tweaking and start doing it with 12 new steps for 2006

Karen Hyman (hyman@sjrlc.org)  
Public Library Association Conference  
March 24, 2006



### After today's session, you will

- See from the customer's point view.
- Focus on user needs/expectations and service opportunities.
- Develop and implement the culture, policies services and environment that support a customer centered library.
- Operate your library for the convenience of the customer.
- Make customer service a way of life in your library.

### What makes a library really great?

---

- Money?
- Size?
- Luck?
- Use?

Really great to whom?

### Your library could be really great for your customers!

Or not...

### Customers have choices...

---

- Up to the minute googleized information on the Internet
- Readers' advisory, super bibliographic database, look inside the book and cheap/used copies at Amazon.com.
- Shiny books and magazines, story hours, community activities, pleasant environment, long hours and cappuccino at Barnes & Noble.

### Customers have choices...

---

- Movies on demand.
- Wireless networks from Starbucks or the people next door.
- Directions, consumer ratings, video clips, entertainment and more to the phone or PDA.

## THE BIG FEAR

Libraries (and what they can offer) will be increasingly irrelevant and invisible to the majority of people.

## New Opportunities to...

- Provide value-added services.
- Embrace new roles.
- Be a "third place" in the community.
- Take the library to the people.
- Fail to take advantage of new opportunities.
- Provide poor service in new and irritating ways.

## Value added equals

- Current.
- Relevant.
- In tune with customer needs.
- Beneficial from the customer's point of view.
- Defined by the quality of the result.

## Service can be our competitive edge

- Intelligent
  - Responsive
  - Personal

## Customer Service Basics

First, do no harm.

Everyone here is an expert on customer service, because everyone here is a customer.

Get a grip.

Dakota tribal wisdom says that  
when you're on a dead horse  
the best strategy is  
to dismount.

*Gary Hamel. Leading the Revolution, 2000.*

Of course there are other strategies

- You can change riders.
- You can get a committee to study the dead horse.
- You can benchmark how other companies ride dead horses.
- You can declare that it's cheaper to feed a dead horse.
- You can harness several dead horses together.

But after you've tried  
all of these things,  
you're still going to have to  
dismount.

Definitions

**pa·tron** - *n.*

- One that supports, protects, or champions someone or something, such as an institution, event, or cause; a sponsor or benefactor: a *patron of the arts*.

**cus·tom·er** - *n.*

- One that buys goods or services.

*Step One*

Care.

## Caring

---

- Some people just care.
- Some people just don't.
- Most of us fall in the middle.
- Caring (and not caring) is contagious.
- Blaming is the enemy of caring.
- Everything flows from caring.

- The key to quality customer service is creative problem solving.
- The key to creative problem solving is having a problem.

## Most of us care more when we...

---

- Know and like the other person.
- Don't feel tired.
- Don't feel threatened.
- Aren't having a bad day.
- Get support and rewards for caring.
- Take pride in caring ...or appearing to care.

## Try caring

---

- Caring can improve your day.
- Caring uses you skills.
- Caring can increase energy.
- Caring can be fun.
- You're paid to care.
- Make it a habit, and caring gets easier.

## Step two

---

Think like a customer.

## Why don't we think like customers?

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- We work at the library.
- We don't understand the customer.
- We're not trying hard enough.
- We don't focus on results.
- We hear but we don't listen.
- We think we know better.
- We don't see options as options.



When you think like a customer, you...

- Put yourself in their place – really.
- Make it your business to see results for the customer.
- Make customer service a way of life and a part of every decision.

*Step three*

---

See the  
problem(s).

The devil is in the details...

To define problems from the customers' perspective...

- Somebody wants something and they're not getting it.
- Somebody's getting something they don't want.

*Step Four*

---

Change your  
approach...  
not the customer.

Why not change the customer?

- What do you do with somebody who...?
- Why can't people...?
- Shouldn't people...?
- People used to...  
and its corollary
- Children used to...  
Because you can't.

Ditch the rules

---

- Have a bonfire for the signs.
- Look at your rules and root out the negatives and everything that reinforces a stereotypical impression of the library and/or looks stupid to the average person.
- Solve problems when they happen.

### Ditching the rules

- Work as a team.
- What are the rules?
- Do we really need this rule at all?
- Can we say the same thing in a more positive way?
- Share exceptions and look again.

To get a new perspective, try out...

My problem is that I...

To change your approach...

- Provide customers with the widest possible opportunity to do what you want.
  - Skateboard rack at the door
  - Baskets for books not taken in the children's department
- Try doing what they want!
  - Express checkout
  - Eating in the library

When it comes to customer service...

- Every choice has a down side – including your current “choices.”
- Err on the side of customer service that is positive, welcoming, and empowering for the consumer.

### *Step Five*

Abandon victimhood.

Is your library a culture of victimhood?

- We never get any more money.
- We never get any respect.
- Why are we always the last one to know anything?
- Nobody understands all the great things we do.
- And we always have to clean up after these slobs...

What's your story?  
Victimhood...

---

- Obscures facts.
- Is powerless.
- Is personal.
- Saps your energy.
- Takes you nowhere.

Try telling the same story in a different way.

*Step Six*

---

Organize your library  
to support quality  
service.

To support quality service...

---

Set up an easy-to-use continuous communication system -- among staff and between customers and staff -- and use it.

- Morning briefings
- Staff blog
- Whiteboard in staff area
- Email to customers
- Newsletter? Recommendations?
- Flexible, helpful, friendly signage

To support quality service...

---

- Create human and technical systems that support consistent great service.
- Make it fun. Reward for uncovering problem of the week?
- Create a culture that supports caring, risk taking, resourcefulness, curiosity, accountability, results.
- Set specific targets for quality service and measure your results.

Creative Customer Service

Next, deliver the goods.

*Step Seven*

---

Walk through  
everything.

### "Walk through" every process

- In the building, on the web, on the phone, in technical and lending services.
- To share the customer's experience.
- To see what works and what doesn't and fix what doesn't.

### In your library ...

- What makes it easy to find things?
- What makes it difficult to find things?
- What alerts (or obscures) possibilities?
- What makes navigation a breeze – or a chore?

Developed by Kathy Schaik-Greene, Mount Laurel (NJ) Library

### Easy/alerts to possibilities...

- Very open, spacious, neat, well decorated, tasteful.
- Shelves well organized and documented in the catalog.
- Overhead signs in adult stacks
- Natural light, large windows.
- Large signs on soffits.

### Difficult, obscures possibilities...

- Lobby is dark and dull.
- No food/dogs sign in the lobby.
- Nothing "hits you" as you come in, no teaser/focal point.
- Nothing encourages people to ask for help.
- Looks like a "sample home" not a real home.
- Teen area lacks "coolness".
- Overload of little signs, hard to read until you're on top of them.
- Can't tell if it's OK to take a display book.
- Too much stuff on the desks.
- Variety of collections in dark, out-of-the-way locations.

### The Self Service Library



- Easy and intuitive to use
- Helpful, friendly signage
- Marketing/merchandizing techniques
- Alerts to possibilities
- Direct interaction with online library systems for library card, status, renewals, materials requests, paying fines, program registration, booking computers and space.
- Self check-out, pick up of reserves
- Drive-in window
- 24/7/365 access

### Step Eight

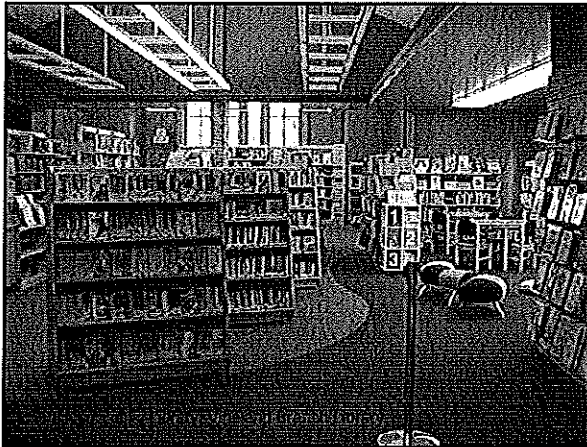
Get the "book"  
into the  
customers' hands.

To get the "book" in the customers' hands...

- Reduce time in processing.
- Have a grab-and-go new book collection.
- To meet requests, buy when it's fast and affordable and lend with minimal processing.
- Float the collection in multi-branch systems.
- Consider the Netflix model.
- Merchandise the collection... because you are selling it!

Through merchandising, you can...

- Transform the library experience.
- Find out what "sells."
- "Sell" what you want to buy.
- Find out what nobody will read -- as part of the everyday process.
- Make it easier for your public to see and discover materials i.e. create "impulse buyers."
- Make it a little harder for your staff to find specific titles.



### Merchandising the Library Collection or the Trading Spaces Project



**Goal:** To reinvent a library environment through use of retail merchandising practices.

**Budget:** \$45,000 – 3-way split from South Jersey Regional Library Cooperative, NJ State Library and Mount Laurel Library.

**Space:** Well maintained 33,000 square foot municipal library. Last renovated in 1994.

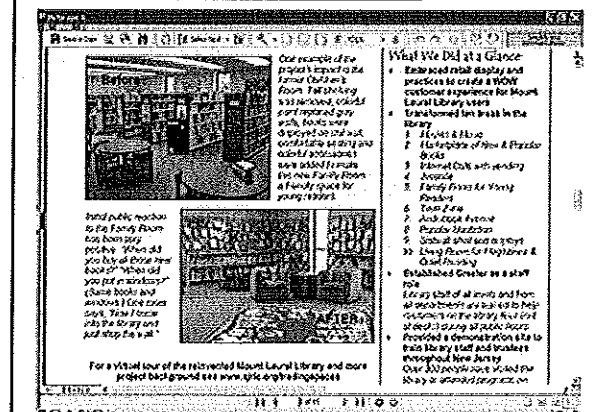
**Timeline:** One year from idea to unveiling.

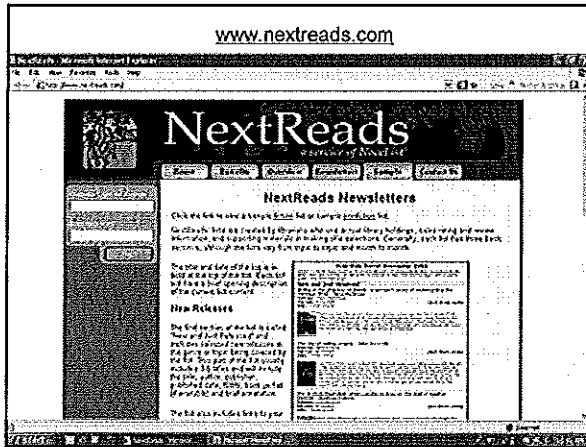
**Consultant:** Dave Genesy, Redwood City PL

The "New" Mount Laurel Library has...

- A "marketplace" of books on display in the library's Main Street.
- New DVD collection and display furniture.
- An Internet café.
- A "family room" in the children's area.
- A "living room" with a great view.
- A new teen area adjacent to adult services.
- Custom slat wall, end caps and gondolas – full of books.
- New staffing patterns including a greeter.

[www.sjrlc.org/tradingspaces](http://www.sjrlc.org/tradingspaces)





*Step Nine*

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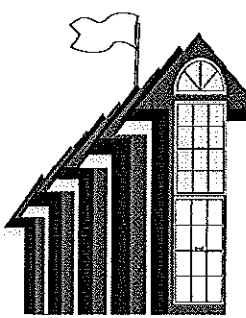
Transform the library experience.

A warm, inviting 21<sup>st</sup> century environment

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- Has a greeter.
- Is a comfortable space to sit, read and spend time.
- Allows eating and drinking.
- Provides computers and effortless wireless connection for customer supplied equipment.
- Allows cell phone use.
- Avoids a plethora of rules; solves problems when they happen.

The Destination Library



- Enjoyable, friendly, fun environment
- Comfortable seating.
- Extended hours
- Hi tech, hi touch
- Browsing, book clubs, author events.
- Drop in story hours
- Supports personal use of technology
- Community center
- Fosters collegiality

*Step Ten*

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Overcome Overdues.

Reexamining the rules: overdues

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- Pay when you reach the \$10.00 threshold.
- Fine free Fridays.
- No overdues – but we love donations.
- Courtesy email reminder with a hot link to renewal screen.
- Multiple renewals based on use and requests.
- A new motto: "Late is great!"

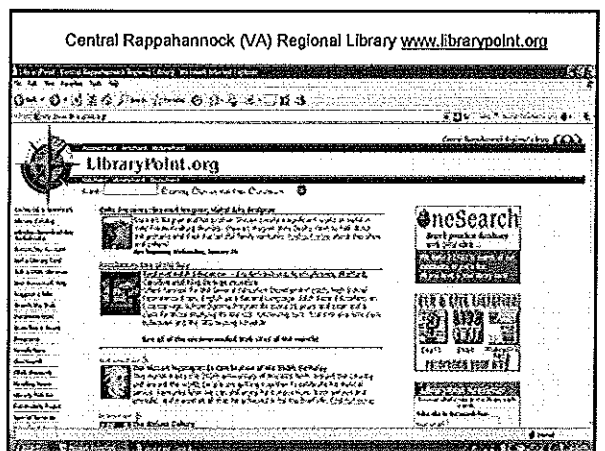
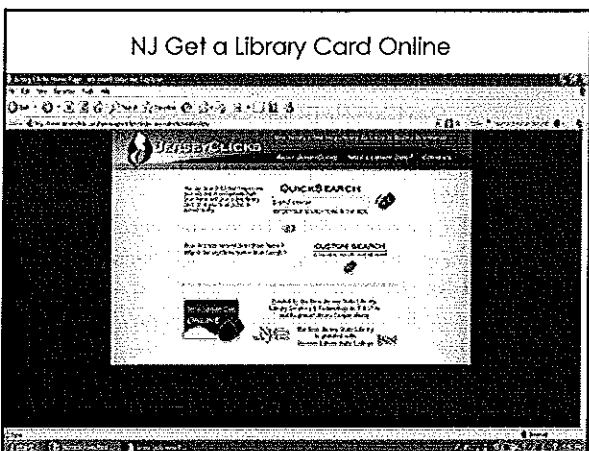
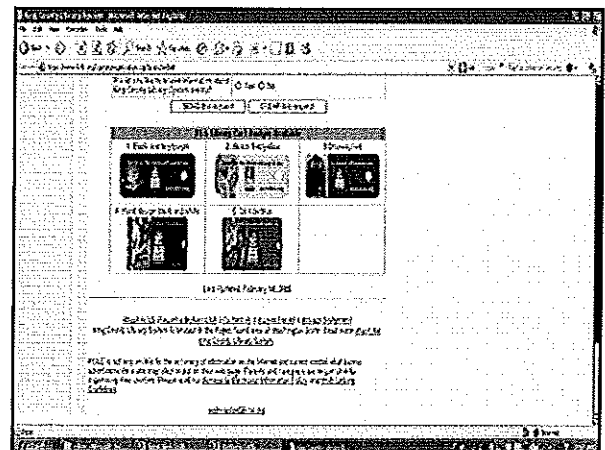
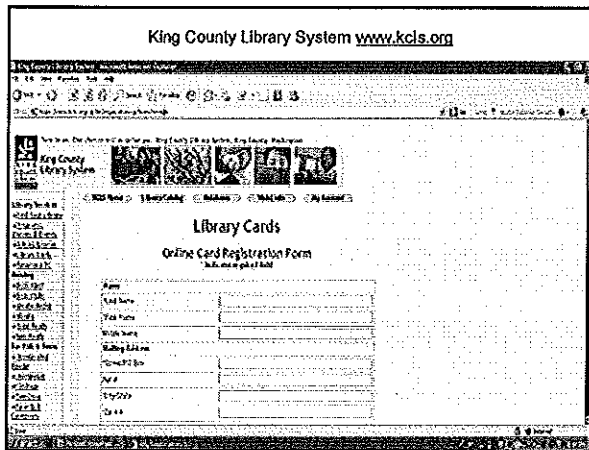
Fine Free Fridays: Wellsville (KS) Public Library  
No fines/donations: Effingham (KS) Public Library & Oskaloosa (KS) Public Library  
"Late Is Great!" Princeton Public Library

### Step Eleven

# Take the library to the people.

### To take the library to the people...

- Have an online application process and mail the card with library info.
- Provide live, interactive information service and a full range of materials and services on the web.
- Put satellite libraries in the community.
- Experiment with mobile communication to the cell phone/PDA.



**Got a question?  
About anything?**

job hunting  
health info  
landlord/tenant  
child care  
business  
term paper

term paper  
song lyrics

**QandANJ.org**

**Get a live answer.**

FREE interactive search assistance on the web.  
We bring the answers to you. [www.QandANJ.org](http://www.QandANJ.org)  
A federally funded project powered by the New Jersey Library Network

Mid-Ohio Library Digital Initiative <http://digitalbooks.moldi.org>

Book covers displayed in a grid format.

"Shelf Life" Mail Location at the Camden County (NJ) Library  
<http://www.camden.lib.nj.us/shelflife/shelflife.htm>

"Shelf Life" at Echelon Mall Now Open

Family Gift Bring New History Books to Library

**Potential Mobile Services**

- Receive and reply to customer-initiated SMS or IM text messages.
- SMS distribution list of library announcements
- SMS enabled library OPAC notifications
- Wireless/WAP web site
- Pull-data mobile searches of common requests
- RSS feeds to mobile devices



*Step Twelve*

Make something happen.

Did anything happen?

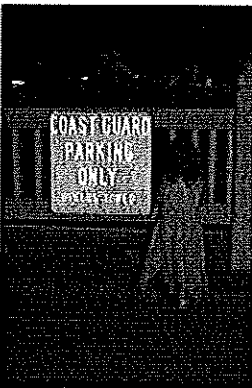
- Depends on results for the customer not activities for the library.
- Depends on fit with everyday life of the customer.
- Ask yourself how many things have to "go right" for this to work?

Focus on results for the customer will help you to...

- Choose among flawed options.
- Avoid "compromises" that produce no results.
- Handle the down side of a great choice.
- Do the extra work that makes a real difference.

5 things you can start today

1. Look at the rules; get rid of most of them and restate the rest in a positive way.
2. Look at what people want (and will want) and find ways to deliver it. Ask them and listen when they answer.
3. "Walk through" your building and every service and fix what doesn't work for the customer.



5 things you can start today

4. Incorporate customer service into every decision and problem-solving process.
5. Treat every customer like a person.

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