

PLACENTIA LIBRARY DISTRICT



Library Board of Trustees

Unusual Meeting

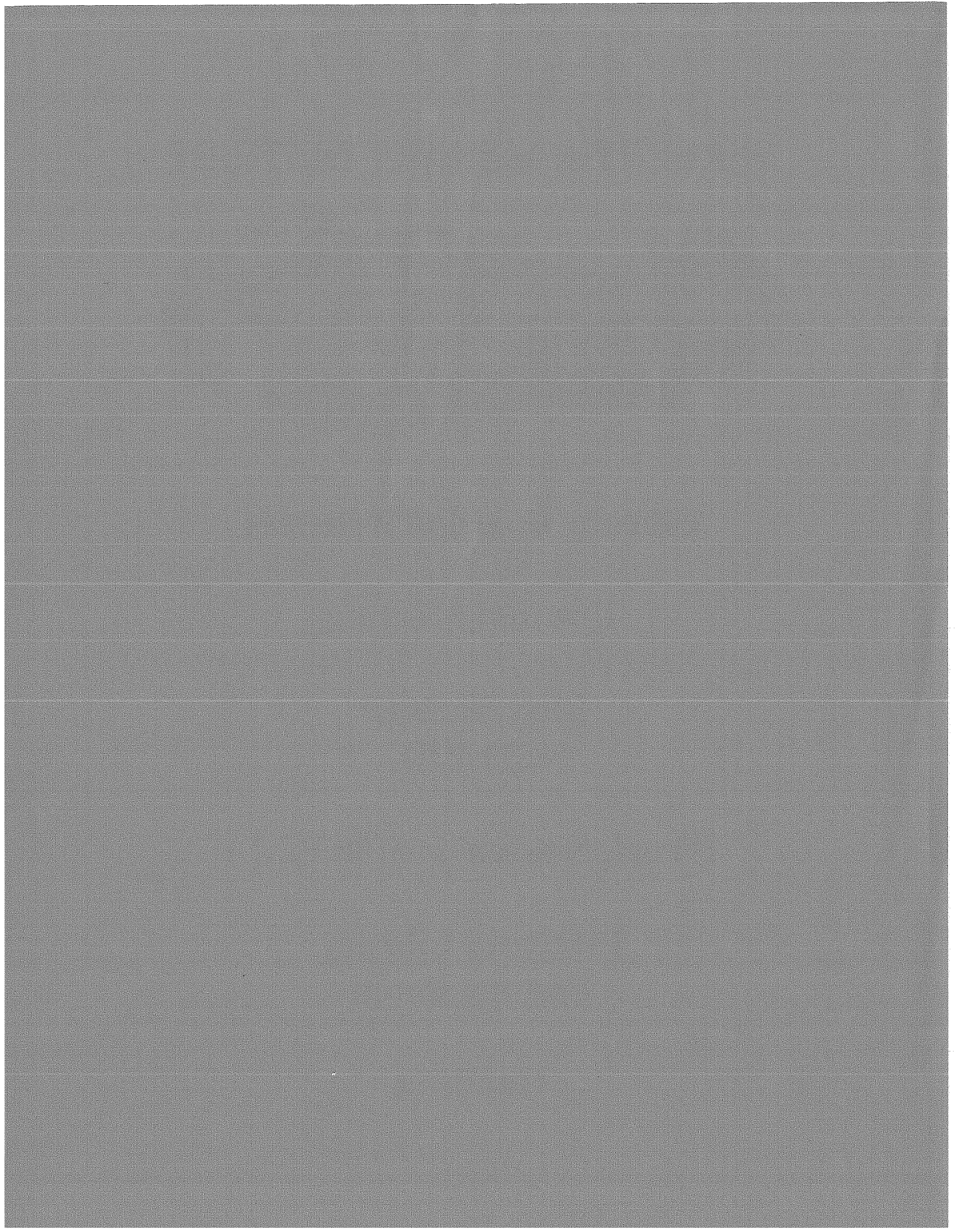
May 29, 2007

6:30 P.M.

(Work Session @ 5:00 P.M.)

**Placentia Library
History Room**

Goodson



2. Adoption of Agenda

GN
J.T
Absent
P.V

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

Presentation: Library Director
Recommendation: Adopt by Motion

3. 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).

4. Facility Master Plan Review

Secret

ADJOURNMENT

5. Agenda Preparation for the May Regular Meeting, which will be held on Tuesday, May 29, 2007 at 6:30 P.M.

6. Review of Action Items.

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

7. Adjourn

5:55

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

I, Wendy Goodson, Administrative Services Manager for Placentia Library District, hereby certify that the Agenda for the May 29, 2007 Work Session of the Library Board of Trustees of the Placentia Library District was posted on Thursday, May 24, 2007.

AGENDA

REGULAR MEETING

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

UNUSUAL DATE

Tuesday, May 29, 2007






6:30 P.M.

Library 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.*

7. Placentia Library Friends Foundation Board of Directors Report.
8. Upcoming Trustee meetings and events.

CONSENT CALENDAR (Items 9 – 45)

Presentation: Library Director
Recommendation: Approve by Motion

Items 9 – 45 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 9)

9. Minutes of the April 16, 2007 Library Board of Trustees Regular Meeting. (Receive & File and Approve)

CLAIMS (Items 10 – 13)

10. Nonstandard Claims in excess of \$300. (Receive & File and Approve)

No Nonstandard Claims were processed during this report period.

11. Claims forwarded by the Library Director and Library Trustees. (Receive & File and Approve)

Claims 4988, 4989, 4990 and 4991 by Minter/DeVecchio; and Claims 4992, 4993 and 4994 by Minter/Shkoler, for a total Current Claims for Fiscal Year 2006-2007 of \$54,452.95 for Fund 707.

12. Current Claims and Payroll. (Receive & File and Approve)

Current Claim for Fiscal Year 2006-2007: 4995, 4996, 4997 and 4998 for a total Current Claims for Fiscal Year 2006-2007 of \$58,924.60; and Payrolls #25 (6/6/07) for \$49,472.00, and #26 (6/20/07) for \$49,472.00 for a total for Payrolls of \$98,944.00, for a combined total of Current Claims and Payrolls of \$157,868.60 from Fund 707.

13. FY2006-2007 Cash Flow Analysis through May 29, 2007, the Schedule of Anticipated Property Tax Revenues for FY2006-2007 as provided by the Orange County Auditor and recommendation that no funds be transferred at this time. (Receive & File).

FINANCIAL REPORTS (Items 14 – 19)

14. Financial Reports for April 2007. (Receive & File)
15. Office General Ledger & Check Registers for April 2007. (Receive & File)
16. Acquisitions Report for April 2007. (Receive & File)
17. Entrepreneurial Activities Report for April 2007. (Receive & File)

- 18. Collection Agency Report for April 2007. (Receive & File)
- 19. Gift Reports for April, 2007. (Receive & File)

GENERAL CONSENT REPORTS (Items 20 – 35)

- 20. Building Maintenance Report for April 2007. (Receive & File)
- 21. Personnel Report for April 2007. (Receive, File, and Ratify Appointments)
- 22. Volunteer Reports for April 2007. (Receive & File)
- 23. Circulation Report for April 2007. (Receive & File)
- 24. Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority. (Receive & File)
- 25. Legislative Reports from the California Special Districts Association and the California Library Association. (Receive & File)
- 26. Status Report on Partnerships with Community Organizations. (Receive & File)
- 27. Status Report on Active Grant Applications. (Receive & File)
- 28. Poet Laureate Report. (Receive & File)
- 29. Library District Policy 3040: Expense Authorization & Petty Cash as revised by the Library Board of Trustees as corrected on April 16, 2007. (Receive & File)
- 30. Orange County Community Foundation Grant Agreement Number 9543, Helping Kids Achieve Program, in the amount of \$10,000 for June 1, 2007 to May 31, 2008 for Placentia Library Literacy Services through the Placentia Library Foundation. (Receive & File and Ratify Acceptance)
- 31. California Library Literacy Services Application for Fiscal Year 2007-2008 as submitted to the State Library of California on May 15, 2007. (Receive & File and Ratify Application)
- 32. Library Board of California, Actions taken at its Meeting on April 18, 2007. (Receive & File)
- 33. Notification from California State Librarian Susan Hildreth of the Fiscal Year 2007-2008 California Library Services Act Reimbursement Rates for direct loan and interlibrary loan. (Receive & File)
- 34. Quarterly Report to the State Library of California for the Third Quarter for the Local History Digital Resource LSTA Grant Number 40-6603, as submitted by Library Director Minter for Technical Services Manager Napier on April 30, 2007. (Receive & File)

35. Notification from National Retirement Services, Inc. that the District will need to begin to make quarterly Benefit Statements to pension fund participants beginning no later than February 14, 2008. This requirement will add to the administrative cost for First American as the plan trustee. An immediate notification to all plan participants informing them about the changes in reporting will be provided by National Retirement Services, Inc. at a cost of \$150. (Receive & File)

STAFF REPORTS (Items 36 – 45)

36. Library Director's Report. (Minter)
37. Program Committee Report for April 2007. (Roberts)
38. Children's Services Report for April 2007. (Gurkweitz)
39. Placentia Library Literacy Services Report for April 2007. (Roberts)
40. Reference and Adult Services Report for April 2007. (Strazdas)
41. History Room Report for April 2007. (Bell)
42. Placentia Library Web Site Report for April 2007. (Napier)
43. Technology Report for April 2007. (Napier)
44. Publicity Materials Produced in April 2007. (Monroe)
45. Safety Committee Minutes for April 2007. (Matas)

CONTINUING BUSINESS

46. 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.

47. Preparation of Response to the Consultant for the Draft of the Facility Master Plan dated May 4, 2007. The Board will finalize its recommendations and comments on the draft of the Facility Master Plan as discussed at the Library Board Work Session on May 29, 2007, and authorize their submission to the Facility Master Plan Consultant.

Presentation: Library Director

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

- 48. Development of Budget for Fiscal Year 2007-2008. The Library Director will review the proposed revenues and expenses for Fund 707, the General Fund. The Board will consider whether to authorize up to \$6,000 for the purchase of two Early Literacy Stations from the Literacy Savings Account.

Presentation: Library Director
 Recommendation: Determine whether make any adjustments to the recommended Revenue and Expenditure Budgets; and

Determine whether to recommend expenditures from Funds other than Fund 707 for RFID conversion and/or the purchase of self-check units; and

Authorize the purchase of two Early Literacy Stations from the Literacy Savings Account at a cost not to exceed \$6,000.

7:47 p.m.
 8:00 p.m. closed session

M1 -
 M2 -

NEW BUSINESS

8:40pm

- 49. Review the Special District Risk Management Authority's (SDRMA) proposal for dental, vision, life insurance, long term disability, and employee assistance coverage for staff, determine whether to transfer coverage to that program effective July 1, 2007, select which options of the program to provide, and authorize the changes through Resolution 07-07.

Presentation: Library Director
 Recommendation: Ratify the submission of the Entity Enrollment Form to the Special District Risk Management Authority; and *as recommended.*

M1 - J.T.
 M2 - R.D.

Handwritten notes:
 G.W.
 J.T.
 M1
 M2
 G.W.
 J.T.
 M1
 M2
 G.W.
 J.T.

Med Plan
 Option 3
 G.W.
 J.T.

Affirm the selection of the Delta Dental High Plan; the Vision Service Plan Option 5, Plan C; the ING Basic Life and AD&D with 10+ Lives; the ING Long Term Disability with 10+ Lives with Option 1 - 90 Days; the MHN Employee Assistance Program; that Eligible full-time benefit employees are those who work at least 30 hours per week and that part-time benefit eligible employees work at least 20 hours per week; and that the Eligibility Date is the first day of the month following the first full month of employment; and

Read Resolution 07-07 by Title only: A Resolution of the Board of Trustees of the Placentia Library District of Orange County Approving the Form of and Authorizing the Execution of a Memorandum of Understanding and Authorizing the Participation in the Special District Risk Management Authority's Health Benefits Ancillary Coverages; and

Adopt Resolution 07-07 by Roll Call Vote; and

M1
 M2
 G.W.
 J.T.

Authorize the Library Board President to sign the Memorandum of Understanding for the Small Group Health Benefits Ancillary Coverages Program; and

Authorize the Library Director to cancel the existing policies with Ameritas, Vision Service Plan, Assurant, Hartford and Care Resources.

M1 - G.W.
 M2 - J.T.

Absent
Escobosa

- 50. Establish Salary Schedules for Library Personnel for Fiscal Year 2007-2008, effective July 1, 2006 and Adopt by Resolution 07-08.

Presentation: Library Director
 Recommendation: Read Resolution 07-08 by Title only: A Resolution of the Board of Trustees of the Placentia Library District of Orange County to Establish the Salaries for Employees of the District for Fiscal Year 2007-2008; and

M1 JT
M2 GW

Adopt Resolution 07-08.

M1 -GW
M2 = RD

- 51. Establish the Holiday and Library Public Services Schedule for Calendar Years 2007 and 2008 and Adopt by Resolution 07-09. The Library Board will determine whether to add the third Monday in January as a staff holiday for Martin Luther King Day and whether to close on the Sunday before Martin Luther King Day.

Presentation: Library Director
 Recommendation: Determine whether or not to close on the Saturday preceding a Monday holiday; and

deferred

Determine whether or not to add Martin Luther King Day to the list of staff holidays, and whether or not to close the Library on the Sunday and Saturday preceding Martin Luther King Day; and

Determine and adopt the Holiday and Public Service Calendar for Calendar Years 2007 and 2008;

Read Resolution 07-09 by Title only: A Resolution of the Board of Trustees of the Placentia Library District of Orange County to Establish the Holiday and Library Closure for Calendar Years 2007 and 2008; and

M1
M2

Adopt Resolution 07-09.

M1
M2

- 52. Gann Resolution for Fiscal Year 2007-2008 as required by the Government Code of the State of California to establish the spending limit for Placentia Library District in the amount of \$3,147,673, and Adopt by Resolution 07-10.

Presentation: Library Director
 Recommendation: Read Resolution 07-10 by Title only: A Resolution of the Board of Trustees of the Placentia Library District of Orange County to Establish the Appropriations Limitation for Fiscal Year 2007-2008; and

M1 J.T
M2 G.W

Adopt Resolution 07-10 by Roll Call Vote.

M1 GW
M2 RD

- 53. Staff Appreciation Dinner. The Library Board of Trustees and the Placentia Library Friends Foundation Board of Directors jointly host an annual staff appreciation dinner.

Presentation: Library Director
 Recommendation: Authorize a Staff Appreciation Dinner to be held in September or October;
 and

*m1 - GW
m2 JT*

Authorize the Library Director to ask the Friends of Placentia Library to co-sponsor the event with a 50% match of expenses up to \$500; and

Appoint some one to coordinate the arrangements with the Placentia Library Friends Foundation Board of Directors and report back to the Library Board with recommendations on venue and date.

- 54. Travel Authorizations: Library Director Minter to the Public Library Director's Forum with the State Librarian in Sacramento; and the California Special Districts Association Annual Conference in Monterey.

Presentation: Library Director
 Recommendation: Authorize Library Director Minter to attend the Public Library Directors' Forum with the State Librarian in Sacramento, May 17-19, 2006 in Sacramento at a cost not to exceed \$250 to be paid from the General Fund;
 and

*m1 - GW
m2 JT*

Determine who will attend the California Special Districts Association Annual Conference in Monterey, October 1-4, 2007, and authorize the Library Director to process the hotel reservations, transportation arrangements and registrations at a cost not to exceed \$4,408.98 to be paid from the General Fund.

*m1 - RD
m2 GW*

*J.T / GW / AS / EDM / NTE
B.E
5 persons*

CLOSED SESSION

- 55. Closed Session to Discuss a Personnel Matter

Pursuant to California Government Code Section 54957 a closed session will be held to discuss the evaluation of performance of an employee, the Library Director, a personnel matter.

Presentation: Library Board President will report on the Closed Session
 Recommendation: Action to be determined by the Library Board of Trustees

ADJOURNMENT

9:19 PM

- 56. Agenda Preparation for the June Regular Meeting, which will be held on Monday, June 18, 2007 at 6:30 P.M.

- 57. Review of Action Items.

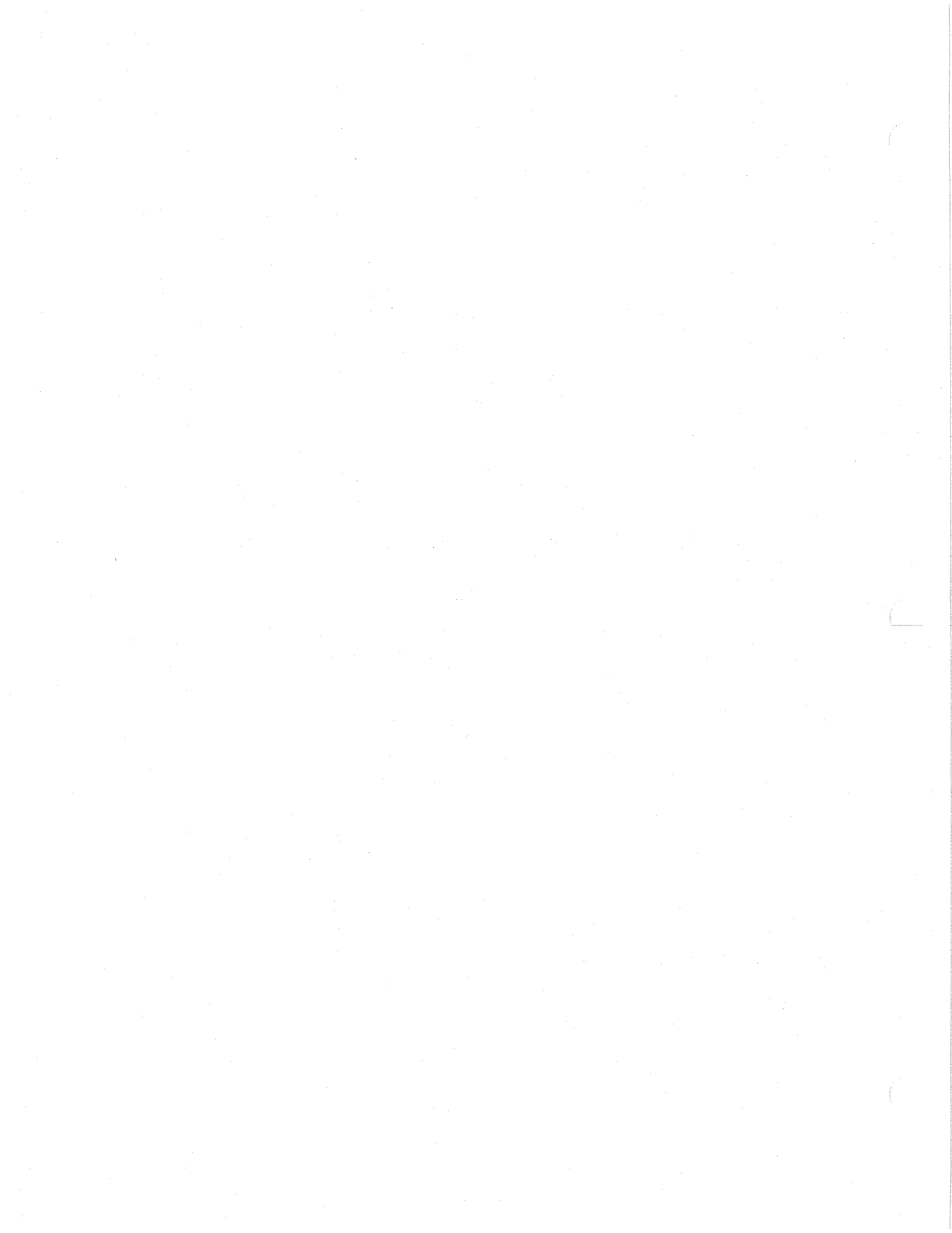
No action or discussion shall be taken on any item not appearing on the posted Agenda, unless authorized by law.

- 58. Adjourn

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

I, Wendy Goodson, Manager of Administrative Services of Placentia Library District, hereby certify that the Agenda for the May 29, 2007 Regular Meeting of the Library Board of Trustees of the Placentia Library District was posted on Thursday, May 24, 2007.





Placentia Library Board Calendar

May 2007 - April 2008

May 2007						
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May

- 10 5:30 PM Chamber Mixer
- 14 CSDA Legislative Days, Sacramento, through May 15
 - 7:00 PM Placentia Library Friends Foundation Board of Directors Meeting
- 24 9:00 AM Orange County Council of Governments, OC Sanitation District, Trustee Wood
 - 7:15 AM Placentia Chamber of Commerce Breakfast
- 27 Library Closed for Monday Holiday/Not Staff Holiday
- 28 Library Closed for Memorial Day/Staff Holiday
- 29 6:30 PM Library Board Meeting
- 31 11:30 AM ISDOC Quarterly Meeting, Irvine Ranch Water District, Trustee Turner

Nov 2007						
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June

- 14 5:30 PM Chamber Mixer
- 18 6:30 PM Library Board Meeting
- 21 ALA Annual Conference, Washington, DC, through June 27
- 27 7:00 PM Placentia Library Friends Foundation Board of Directors Meeting
- 28 9:00 AM Orange County Council of Governments, OC Sanitation District, Trustee Wood
 - 7:15 AM Placentia Chamber of Commerce Breakfast

Jan 2008						
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July

- 4 Library Closed for Independence Day/Staff Holiday
- 16 6:30 PM Library Board Meeting

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August

- 20 6:30 PM Library Board Meeting
- 23 9:00 AM Orange County Council of Governments, OC Sanitation District, Trustee Wood
- 30 11:30 AM ISDOC Quarterly Meeting, Irvine Ranch Water District, Trustee Turner

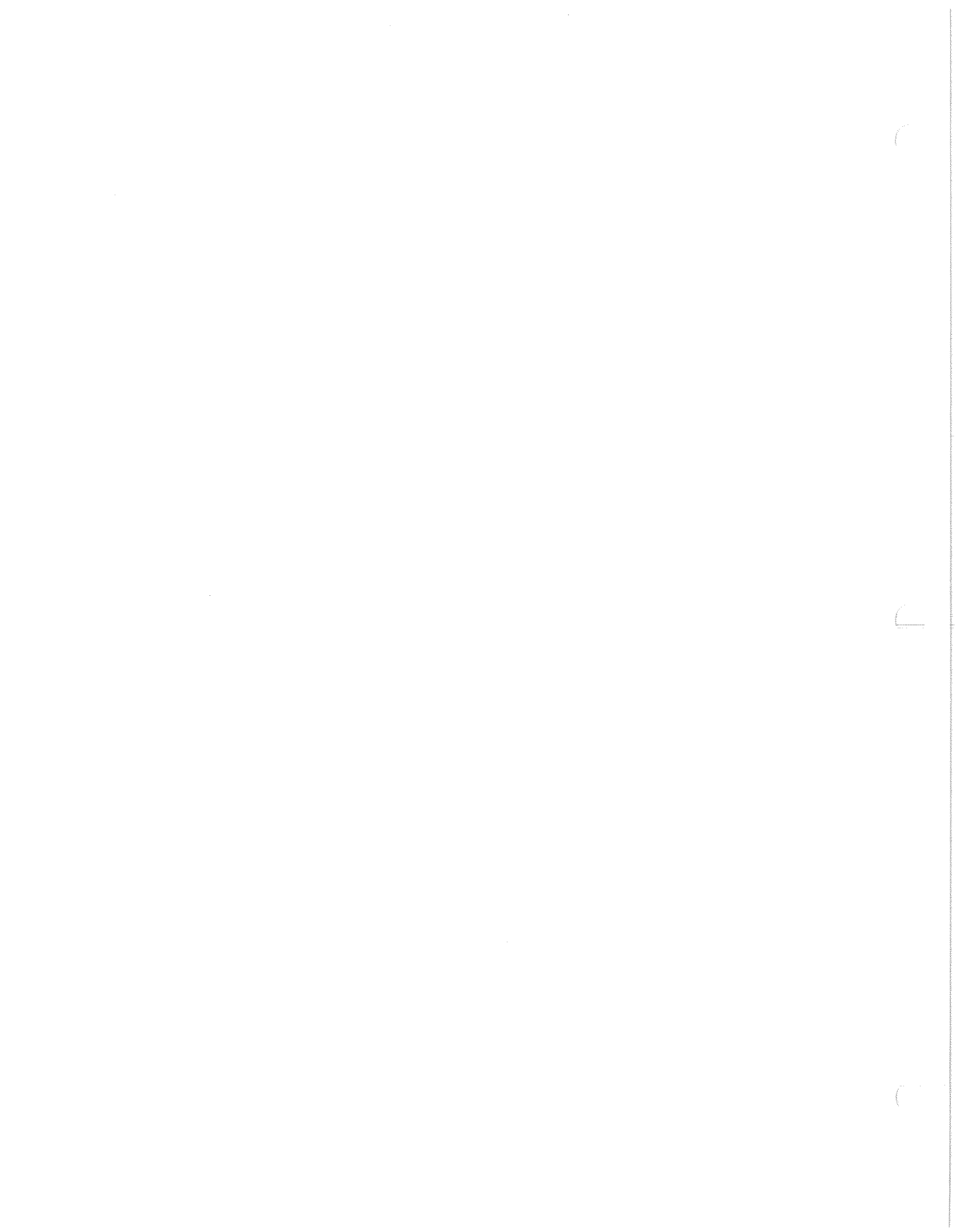
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September

- 2 Library Closed for Monday Holiday/Not Staff Holiday

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Placentia Library Board Calendar

May 2007 - April 2008

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September

- 2 Placentia Library District Established in 1919 by OC Board of Supervisors
- 3 Library Closed for Labor Day/Staff Holiday
- 10 7:00 PM Placentia Library Friends Foundation Board of Directors Meeting
- 13 5:30 PM Chamber Mixer
- 14 Placentia Library Foundation Incorporated in 1994
- 17 6:30 PM Library Board Meeting
- 27 9:00 AM Orange County Council of Governments, OC Sanitation District, Trustee Wood
- 7:15 AM Placentia Chamber of Commerce Breakfast

October

- 2 CSDA Annual Conference, Portola Plaza Conference Center, Monterey, through Oct 4
- 8 7:00 PM Placentia Library Friends Foundation Board of Directors Meeting
- 11 5:30 PM Chamber Mixer
- 13 8:30 AM Heritage Parade, line-up at 8:30, Parade begins at 9:30
- 15 6:30 PM Library Board Meeting
- 25 9:00 AM Orange County Council of Governments, OC Sanitation District, Trustee Wood
- 7:15 AM Placentia Chamber of Commerce Breakfast
- 26 CLA/CALTAC Conference, Long Beach, through Oct 29
- 28 11:30 AM CALTAC Awards Luncheon, Convention, Long Beach

November

- 8 5:30 PM Chamber Mixer
- 11 Library Closed for Veterans Day/Staff Holiday
- 12 7:00 PM Placentia Library Friends Foundation Board of Directors Meeting
- 19 6:30 PM Library Board Meeting
- 22 Library Closed for Thanksgiving/Staff Holiday
- 29 11:30 AM ISDOC Quarterly Meeting, Irvine Ranch Water District, Trustee Turner

December

- 10 7:00 PM Placentia Library Friends Foundation Board of Directors Meeting

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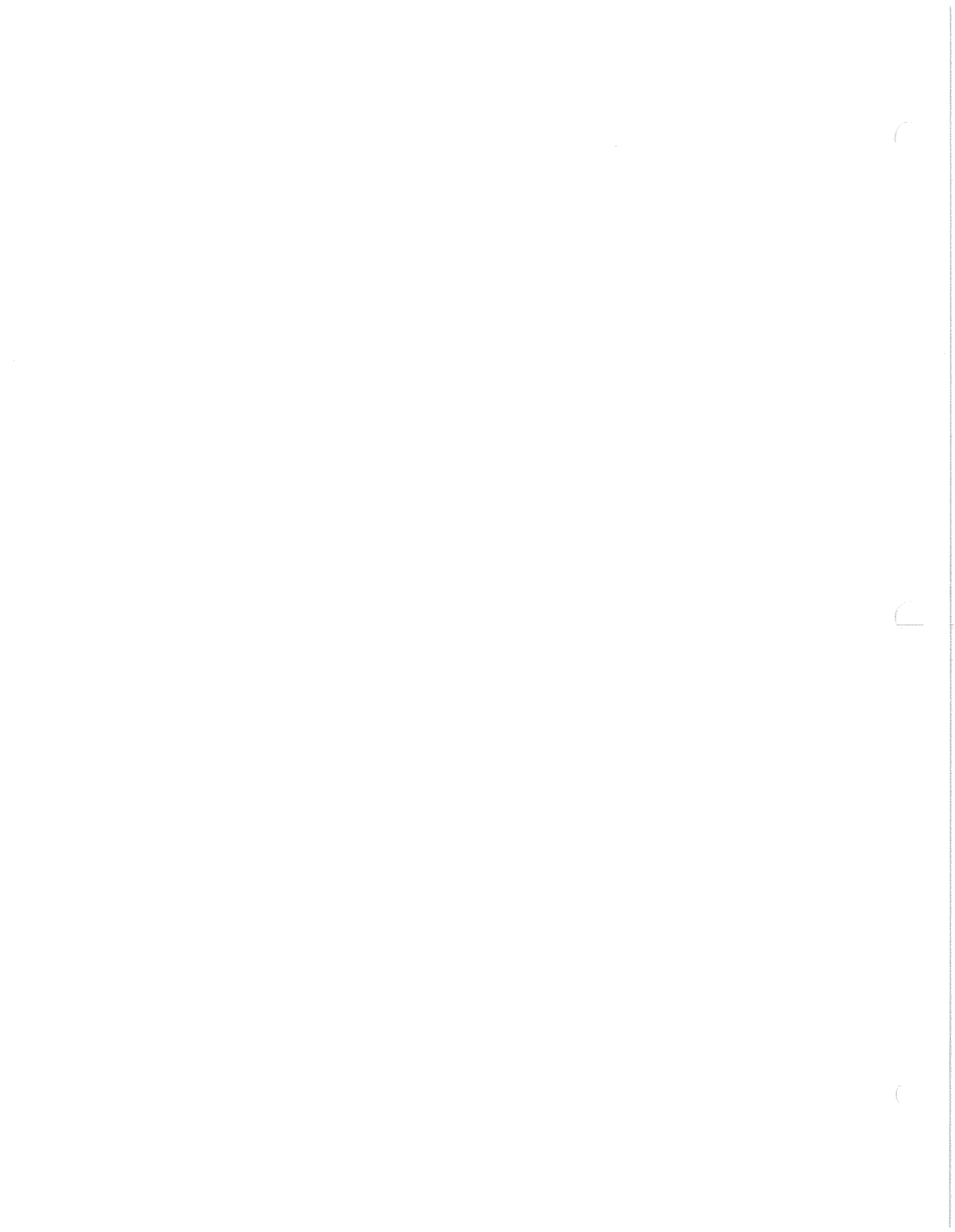
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Placentia Library Board Calendar

May 2007 - April 2008

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December

- 14 6:30 PM Chamber of Commerce Citizen of the Year Breakfast
- 17 6:30 PM Library Board Meeting
- 27 9:00 AM Orange County Council of Governments, OC Sanitation District, Trustee Wood

January

- 10 5:30 PM Chamber Mixer
- 11 ALA Midwinter Meeting, Philadelphia, through Jan 16
- 14 7:00 PM Placentia Library Friends Foundation Board of Directors Meeting
- 21 6:30 PM Library Board Meeting
- 24 9:00 AM Orange County Council of Governments, OC Sanitation District, Trustee Wood
- 7:15 AM Placentia Chamber of Commerce Breakfast
- 31 11:30 AM ISDOC Quarterly Meeting, Irvine Ranch Water District, Trustee Turner

February

- 11 7:00 PM Placentia Library Friends Foundation Board of Directors Meeting
- 14 5:30 PM Chamber Mixer
- 18 6:30 PM Library Board Meeting
- 28 9:00 AM Orange County Council of Governments, OC Sanitation District, Trustee Wood
- 7:15 AM Placentia Chamber of Commerce Breakfast

March

- 1 9:30 AM Friends of Placentia Library Author's Luncheon , ALL TRUSTEES
- 10 7:00 PM Placentia Library Friends Foundation Board of Directors Meeting
- 13 5:30 PM Chamber Mixer
- 17 6:30 PM Library Board Meeting
- 23 Easter, Library Closed, not staff holiday
- 25 Public Library Association Biennial Conference, Minneapolis, through Mar 29
- 27 9:00 AM Orange County Council of Governments, OC Sanitation District, Trustee Wood
- 7:15 AM Placentia Chamber of Commerce Breakfast

Nov 2007						
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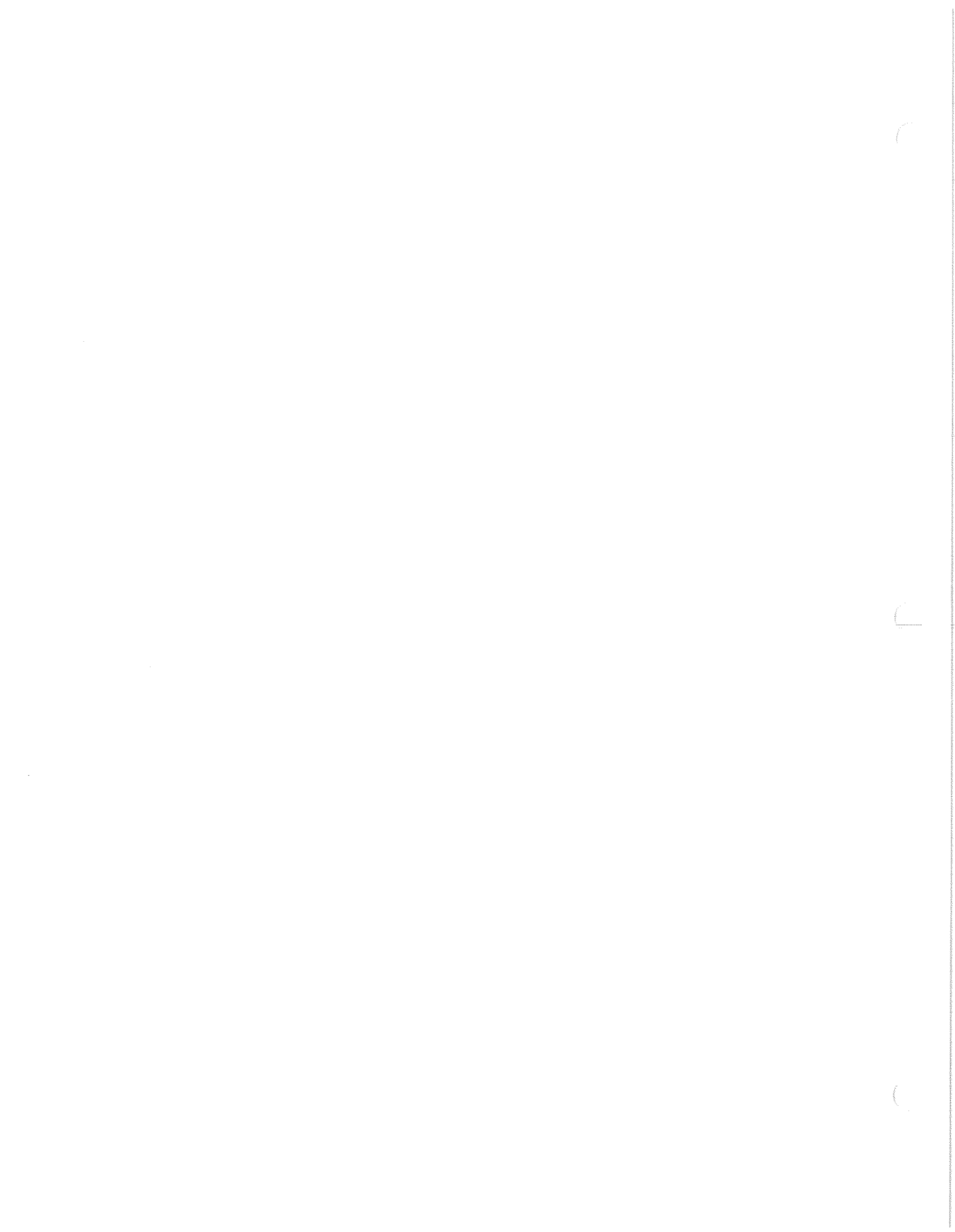
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Placentia Library Board Calendar

May 2007 - April 2008

April

- 10 5:30 PM Chamber Mixer
- 13 National Library Week through Apr 19
- 14 7:00 PM Placentia Library Friends Foundation Board of Directors Meeting
- 21 6:30 PM Library Board Meeting
- 24 9:00 AM Orange County Council of Governments, OC Sanitation District, Trustee Wood
- 7:15 AM Placentia Chamber of Commerce Breakfast

May 2007

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Mar 2008

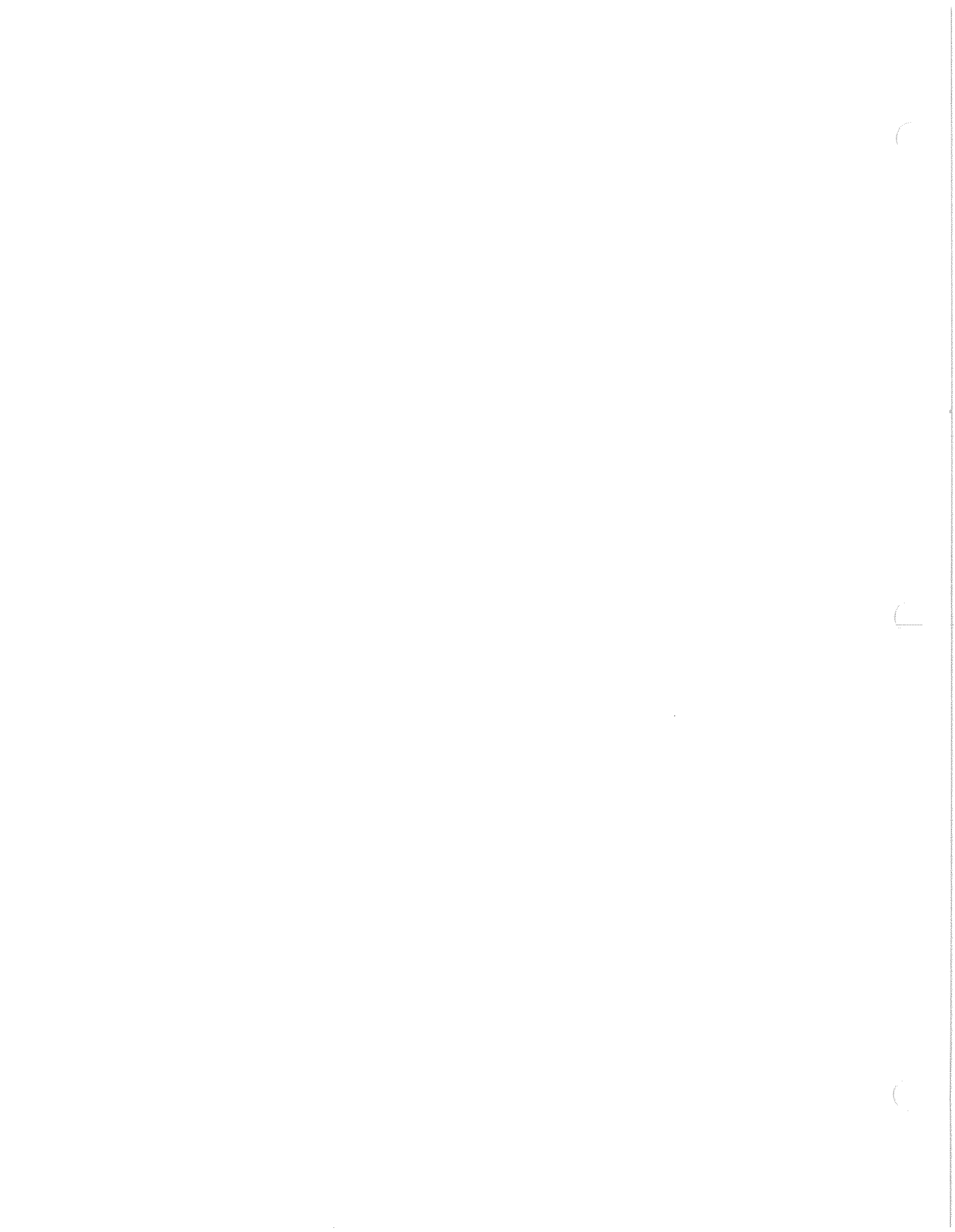
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Apr 2008

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D-E

MINUTES May 14, 2007
PLACENTIA LIBRARY FRIENDS FOUNDATION

The meeting was called to order at 7:00 pm by Carol Fizzard. The following members were present: Carol Fizzard, Ben Boelman, Barbara Hemmerling, Nancy Lone-Tollefson, Camille Himes, Ginny Hausmann, Brenda Benner and Bill Dooley. Ginny Sanatar, M.A. McHenry, Nadine Blansett and Beverly Webster were excused.

Library Staff present: Elizabeth Minter, Lois Monroe, Wendy Goodsen, and Jim Roberts. Trustee Representative: Al Shkoler. Guest: Jeannette Gardner

SECRETARY: By general consent the minutes of the April meeting and the Annual Meeting were approved as written. Barbara Hemmerling asked members present to sign a card thanking Eleanor Rankin for her gift of an engraved gavel.

TREASURER: Camille Himes reported a balance of \$40,221.17. Camille reported that the financial review done by Nancy Schmoldt has been completed. All required forms and filing fees have been submitted.

FINANCIAL SECRETARY: Total deposits for April- \$4,287.21. Ginny has located a desk suitable for the book store. This will be ordered through the library to obtain a professional discount.

Establishment of Term of Office: The following was determined by random drawing.

One Year: M.A. McHenry, Barbara Hemmerling, Beverly Webster, Ben Boelman

Two Years: Camille Himes, Brenda Benner, Nadine Blansett, Ginny Hausman

Three Years: Ginny Sanatar, Carol Fizzard, Nancy Lone-Tollefson, Bill Dooley.

Election of Officers: Brenda Benner made a motion to elect the nominated slate of officers. The motion was seconded and carried. The officers for 2007-2008 will be:

President: Carol Fizzaard

Vice-President: Ben Boelman

Secretary: Barbara Hemmerling

Treasurer: Camille Himes

Financial Secretary: Ginny Sanatar

Finance Report: 1) Ben Boelman made a motion to adopt Resolution 2007-01—A Resolution of the Board of Directors of the Placentia Library Friends Foundation authorizing the establishment of its banking and investment accounts, deleting the paragraph beginning THEREFORE BE IT RESOLVED. Brenda Benner seconded this. The motion carried. (a copy of this complete resolution is attached.)

Ben Boelman made a motion recommending a petty cash fund in the amount of \$1500. Brenda Benner seconded this. The motion carried. In order to prevent a monthly maintenance fee for this petty cash fund it was decided to use the existing checking account and have the petty cash noted as a line item when used.

Ben Boleman made the following motion, seconded by Camille Himes:--Transfer \$929.03, 5% of the balance in the T. Rowe Price Account as of December 31, 2006, to the Placentia Library Friends Foundation General Fund Account, Endowment Shaw Lapsit, to be used for the lapsit story hour expenses for calendar year 2007. The motion carried.

Brenda Benner made the following motion, seconded by Ben Boleman:--Transfer \$6,154.41, 5% of the combined total of the balances from the Endowment Savings (Bank of the West), Vanguard Asset Allocation and Vanguard Wellington, as of December 31,

2006, to the Placentia Library Friends Foundation Adopt-A-Book checking account (Bank of the West), to be used for Endowment Fund purchases for calendar year 2007. The motion carried.

COMMITTEE CHAIR REPORTS

Bookstore/Volunteers- Nancy Lone-Tollefson. Silent Auction made \$45 in April. Large plastic bins are to be purchased for storage of books designated for the Sunday Sales. These bins will then be emptied by volunteers at the end of the sale, the books placed in cardboard boxes and the plastic bins readied for the next sale. Nancy introduced our guest, Jeannette Gardner. She is the co-author of the new History of Placentia book. This book will be on sale in the Friends Bookstore. The Friends Foundation will pay \$12 a copy and the profit will go to them. Camille Himes made a motion to buy 40 copies at a cost of \$480 and to purchase future copies in increments of ten. Brenda Benner seconded the motion. The motion carried.

Membership-Ginny Haussman – This committee is working on recruiting new members and organizing the current membership lists. The next meeting will be June 6, 2007 at 10:00 a.m. at the library. Camille Himes, Carol Fizzard and Ginny Sanatar expressed an interest in helping with this committee.

Author's Luncheon—Brenda Benner made a motion to allow \$1000 for deposit at Alta Vista Country Club, the first Saturday of March 2008, the date of the next Author's Luncheon. Ben Boelman seconded this. The motion carried.

Publicity and Publications—Ben Boelman made a motion to allow up to \$500 for Presentation Folders. These are used for distribution to prospective major donors, trust bequests and such. \$250 of this will be needed at once and the remainder on completion. Camille Himes seconded this. The motion carried.

Foundation- Ben Boelman made a motion to allow an amount not to exceed \$3000 for the Planned Giving Website. Brenda Benner seconded this. The motion carried.

President's Report: Carol Fizzard- 1) The Annual Meeting was well planned and very successful. The attendance may have been less because it was on a Friday night. 2) We can submit a name to the Orange County Philanthropy Day. Since we received the information too late for this year, we will consider this again next spring. 3) Eleanor Rankin will bind the Friends minutes for the last five years. 4) State of the City Breakfast May 24, 2007 at 7:15 at Alta Vista Country Club. 5) M.A.McHenry will file final 2006 tax returns tomorrow and forward a copy to attorney. He will then send out notification letters to IRS and Franchise Tax Board (which needs our final Form 199) and the merger will be complete. 6) Camille Himes will attend the May Trustees meeting.

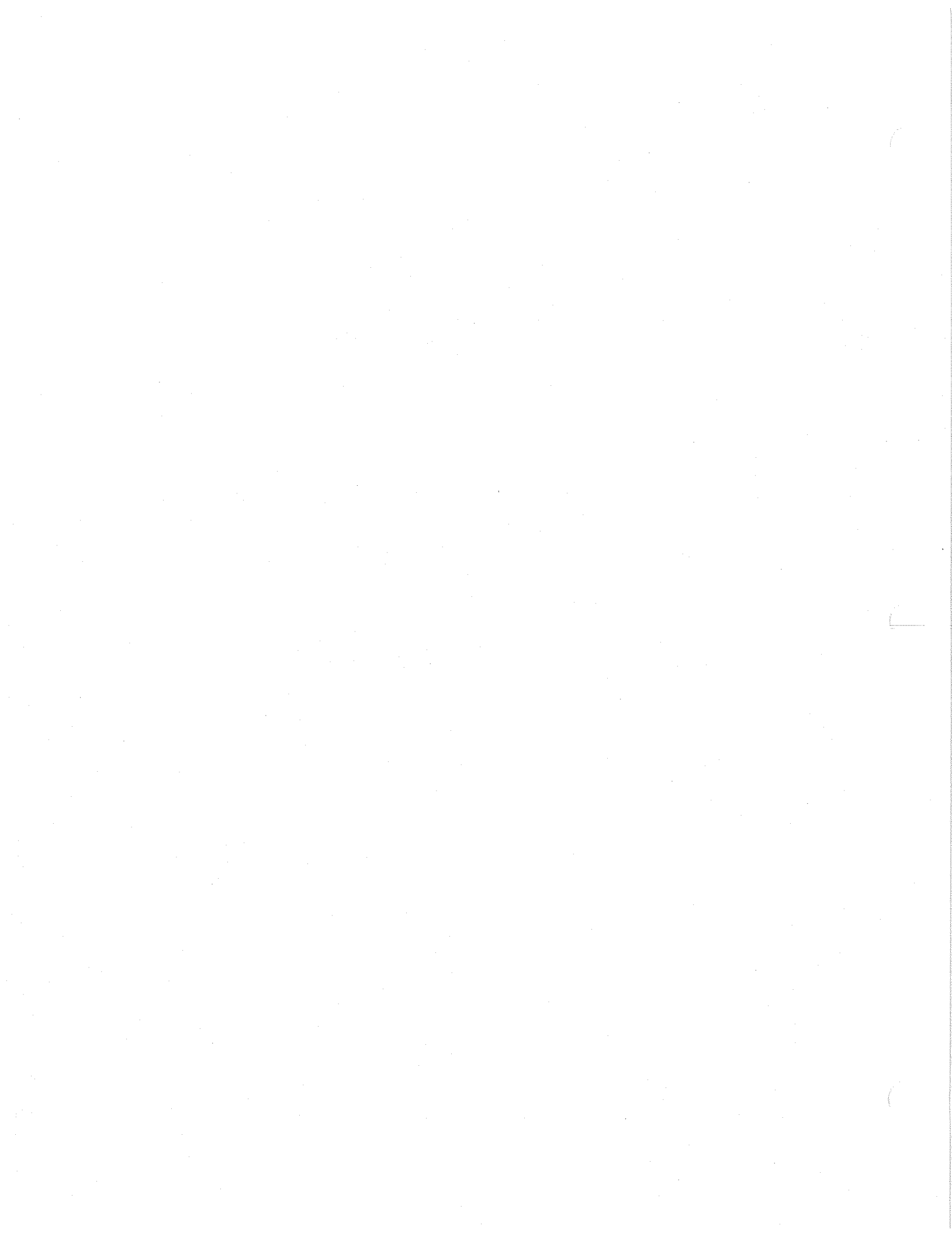
Library Staff Report

ElizabethMinter: 1) The auditor filed all necessary forms, state and national. Foundation 990 asked for an extension of the end of May filing date. 2) The Facility Master Plan is close to being completed.

Lois Monroe: - Several high school students are doing volunteer work that will help the Friends Foundation.

Jim Roberts has received a \$10,000 Literacy Grant from the Draper Foundation.
The next meeting of the Friends Foundation will be Wednesday, June 27 at 7 P M.

Barbara Hemmerling, Secretary



PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *ew*
SUBJECT: Upcoming Trustee Events and Meetings
DATE: May 29, 2007

Trustee Events and Meetings

May 27-28, Sunday-Monday	Library Closed for Memorial Day Weekend
May 29, Tuesday, 5:00 P.M.	Library Board Work Session (Facility Master Plan) Library Board Meeting
May 31, Thursday, 11:30 A.M.	ISDOC Quarterly Meeting, Irvine Ranch Water District, Trustee Turner
June 14, Thursday, 5:30 P.M.	Placentia Chamber of Commerce Mixer, Miss Placentia Bon Voyage Party, Holiday Inn Express
June 18, Monday, 6:30 P.M.	Library Board Meeting
June 27, Wednesday, 7:00 P.M. <i>Deledrio</i>	Placentia Library Friends Foundation Board of Directors
June 28, Thursday, 7:15 A.M.	Placentia Chamber of Commerce Breakfast, Installation of Directors and Officers
June 28, Thursday, 9:00 A.M.	Orange County Council of Governments, OC Sanitation District, Fountain Valley (Trustee Wood)



**MINUTES
PLACENTIA LIBRARY DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
April 16, 2007**

CALL TO ORDER President Shkoler called the Regular Meeting of the Placentia Library District Board of Trustees to order on April 16, 2007, 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, Technology Manager Vernon Napier, and Administrative Services Manager Wendy Goodson.

ADOPTION OF AGENDA It was moved by Trustee Escobosa and seconded by Trustee Wood Turner to adopt the Agenda as printed.

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

ORAL COMMUNICATIONS No members of the public addressed the Board.

PRESIDENT REPORT President Shkoler reported that he has a meeting scheduled with Assemblyman Mike Duvall. He also attended the California Association of Library Trustees and Commissioners Workshop (CALTAC) on Saturday, March 24, 2007 at Huntington Beach Library.

TRUSTEE REPORTS Secretary Turner reported she attended the CALTAC Workshop on March 24, 2007. She attended the Library Poetry Program on March 24, 2007. She attended the Independent Special District of Orange County Quarterly Meeting on Thursday, March 29, 2007 at Irvine Ranch Water District. She also attended the Placentia Chamber of Commerce Breakfast and Mixer for March.

Trustee Wood had no activity to report.

Trustee DeVecchio attended the Placentia City Council Study Session on the Westgate Specific Plan on February 27, 2007.

Trustee Escobosa reported she attended the Placentia City Council Study Session on the Westgate Specific Plan on February 27, 2007.

FRIENDS No Friends representative present.

CONSENT CALENDAR It was moved by Trustee Wood and seconded by Secretary Turner Escobosa to approve items 9-40 excluding item 30 for correction and resubmission at the next board meeting.

MINUTES

Minutes of the March 19, 2007 Library Board of Trustees Regular Meeting.

CLAIMS

Claims 4979, 4980, and 4981 by Minter/DeVecchio, and Claims 4982, 4983, and 4984 by Minter/Shkoler for a total Current Claims for Fiscal Year 2006-2007 of \$56,199.63 for Fund 707; and amendment of Payroll #21 (4/11/07) from \$49,472.00 to \$56,972.00 for a total for Payroll of \$7,500.00, for a combined total of Current Claims and Payroll of \$63,699.63 from Fund 707.

Current Claims 4985, 4986, and 4987 for total of \$15,117.02 for the Fiscal Year 2006-2007 and Payrolls #23 (5/9/07) for \$47,472.00 and #24 (5/23/07) for \$49,472.00 for \$98,944.00 for a combined total of \$114,061.12.

FINANCIAL REPORTS

FY2006-2007 Cash Flow Analysis through March 19, 2007 and the Schedule of Anticipated Property Tax Revenues for FY2006-2007 as Provided by the Orange County Auditor and recommendation that no funds be transferred at this time.

Financial Reports for March 2007

Office General Ledger & Check Registers for March 2007

Acquisitions Report for March 2007

Entrepreneurial Report for March 2007

Collection Agency Report for March 2007

GENERAL CONSENT CALENDAR

Gifts Report for A March 2007

Building Maintenance for March 2007

Personnel Report for March 2007

Volunteer Report for March 2007

Circulation Report for March 2007

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

California Public Library Facility Needs Assessment Data Collection Form for 2007-2016 as submitted by the State Library of California

Library District Policy 3040: Expense Authorization and Petty Cash as revised by the Library Board of Trustees

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

STAFF REPORTS

Director's Report for March 2007

Program Committee Report for March 2007

Children's Services Report for March 2007

Placentia Library Literacy Services Report for March 2007

Reference and Adult Services Report for March 2007

History Room Report for March 2007

Placentia Library Web Site Report for March 2007

Technology Report for March 2007

Publicity Materials produced for March 2007

Safety Committee Minutes for March 2007

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

**LEGISLATIVE
ISSUES**

Library Director reported on the status of the State Budget and the importance of increasing the Public Library Fund (PLF) allocation.

**PLACENTIA
LIBRARY FRIENDS
FOUNDATION**

Trustee DeVecchio reported that he attended the Placentia Library Friends Foundation (PLFF) on April 9, 2007 and the Memorandum of Understanding from the Library Board will be reviewed at the May 14, 2007 Friends Foundation Meeting.

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

**FACILITY MASTER
PLAN**

It was moved by Secretary Turner and seconded by Trustee Wood to approve the amended schedule for the Facility Master Plan for delivery of the Proposal Plan by May 7, 2007 and adoption of the Facility Master Plan at the June 18 Regular Meeting of the Library Board of Trustees.

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

The Library Board set the date of Thursday, June 28, 2007 at 12:30P.M. to meet with the finance consultant to discuss the preparation of Developer Fees and options for financing library improvements.

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

BUDGET 07-08

Library Director Minter presented a status report on the implementation of the Strategic Plan and preliminary revenue estimates and assumptions and a list of expenditure priorities.

**AGENDA
PREPARATION**

Agenda Preparation for the May Unusual Meeting will be held on Tuesday, May 29, 2007 at 6:30 P.M.

The Regular Meeting of the Board of Trustees of the Placentia Library District for April 16, 2007 adjourned at 7:35 P.M.

The May Library Board Meeting will be held on Tuesday, May 29, 2007 at 6:30 P.M. in the Library History Room.

Jean Turner
Secretary
Library Board of Trustees

Al Shkoler
President
Library Board of Trustees

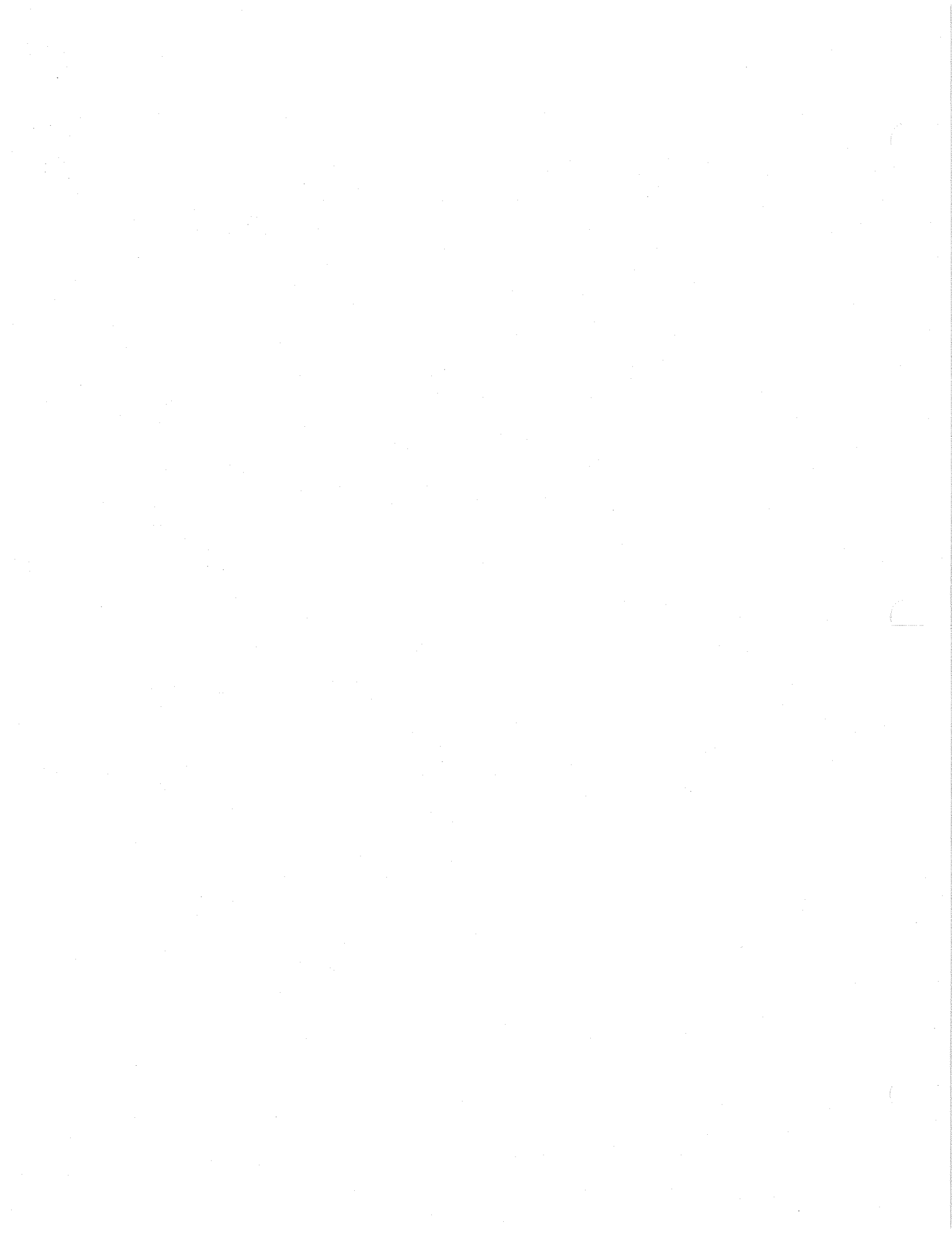
PLACENTIA LIBRARY DISTRICT
Summary of Nonstandard Claims
May 29, 2007

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
 May 29, 2007

	DATE	CLAIM	FUND	AMT	SIGNATURE/S
LIBRARY DIRECTOR					
FUND 707	April 24, 2007	4988	707	7,482.67	Minter/DeVecchio
	April 24, 2007	4989	707	5,297.33	Minter/DeVecchio
	May 3, 2007	4990	707	7,217.46	Minter/DeVecchio
	May 3, 2007	4991	707	3,263.10	Minter/DeVecchio
	May 14, 2007	4992	707	8,467.11	Minter/Shkoler
	May 21, 2007	4993	707	12,634.20	Minter/Shkoler
	May 21, 2007	4994	707	10,091.08	Minter/Shkoler
SUBTOTAL FUND 707				54,452.95	
TOTAL BY LIBRARY DIRECTOR				54,452.95	

Prepared by: Wendy Goodson

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT


DATE 04/24/07
REPORT NO 4988

Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92870

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
N01035 City of Placentia 401 East Chapman Ave. Placentia, CA 92870	4-6-07/58053		0700 01			0.29		
			1400 00			1,394.74		
			2800 00			3,388.12		
						4,783.15		
N03646 Vision Service Plan - (CA) PO Box 45210 San Francisco, CA 94145-5210	4-19-07/120996030001		0319 00			259.20		
N03651 Waxie Sanitary Supply P.O. Box 81006 San Diego, CA 92138-1006	4-9-07/69982147		1000 00			13.20		
N03738J Pitney Bowes Credit Corp. PO Box 856460 Louisville, KY 40285-6460	4-13-07/7330591-AP07		2100 00			183.09		
N03752P AT&T/MCI Dept. LA 21461 Pasadena, CA 91185-1461	3-17-07/T6332556		0700 01			44.68		
	3-17-07/T6332541		0700 00			330.15		
						374.83		
N03833 Brodart Co. P.O. Box 3488 Williamsport, PA 17705	4-11-07/761122		1800 00			521.57		
N05445B Consolidated Reprographics 345 Clinton Street Costa Mesa, CA 92626	4-12-07/220405		1800 00			92.29		
N06686G Office Depot Credit Plan Dept. 56 - 6183976509 P.O. Box 689020 Des Moines, IA 50368-9020	2-22-07/X6509		1800 08			18.24		
N06686I Office Depot PO Box 70025 Los Angeles CA 90074-0025	4-6-07/381269630		1800 08			237.10		
N06808I Postage by Phone (Pitney Bowes) Reserve Account P.O. Box 856056 Louisville, KY 40285-6056	Apr-07		1803 00			1,000.00		

The claims listed above (totaling \$7,482.67) 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 92870

Paid 5/9/07

DATE 04/24/07
REPORT NO 4989

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

Payee Name and Address Social Security/Tax ID	APPROVED CLAIMS					AMOUNT	A C's Use Only	
	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat		Doc Number	SC
N13034A (note address change) OmniGrafix Printing 2486 N Glassell Orange, CA 92865	4-12-07/A37205		1800	00		461.17		
N15508 Cosmoslink Internet Services 3 Pointe Dr. Suite 307 Brea, CA 92821	4-7-07/200704-31		1900	00		5.00		
N16557 Sprint/Nextel PO Box 4181 Carol Stream IL 60197-4181	4-8-07/X8545-2		0700	01		59.98		
						20.00		
						79.98		
N19932 Ameritas Life Insurance Corp. P.O. Box 81889 Lincoln, NE 68501-1889	4-16-07X05435		0308	00		902.70		
N27562 RMC Facilities Services, Inc. PO Box 2135 Yorba Linda, CA 92885-1335	4-16-07/27874 4-16-07/27873 1-22-7/27800		1000	00		75.00		
						174.56		
						924.74		
						1,174.30		
N29656 Minuteman Press 310 E Orangethorpe Ave Unit L Placentia CA 92870	4-19-07/20500		1800	00		74.78		
N31467 Hilda Rivera c/o Placentia Library District 411 E Chapman Ave Placentia CA 92870	Travel Reimb 4-5-07to4-2-07		2600	00		3.88		
N29645 Shawn Robison c/o Placentia Library District 411 E. Chapman Ave Placentia CA 92870	Travel Reimb 1-20-07to4-14-07		2600	00		15.52		
(need vendor #) DFS Flooring 15651 Saticoy St Van Nuys CA 91406	12-29-06/301044-1		1000	00		2,580.00		

The claims listed above (totaling \$5,297.33) 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.

[Signature]
APPROVED BY

[Signature]
COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

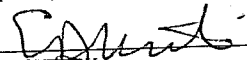
Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92870

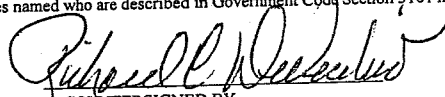
DATE 05/03/07
REPORT NO 4990

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	4/23/2007		2802	00		233.33		
N03656 Pacific Clippings P.O. Box 11789 Santa Ana, CA 92711	4-27-07/8978		1900	00		90.00		
N03659F Golden State Water Company PO Box 9016 San Dimas CA 91773-9016	4-20-07/312083-9		2803	00		365.81		
N03738C Pitney Bowes Purchase Power PO Box 856042 Louisville, KY 40285-6460	4-24-07/5830		1803	00		22.34		
N06557 Care Resources, Inc. 9550 Warner Ave., Ste. 228 Fountain Valley, CA 92708	EAP - May 07		1900	00		35.00		
N06667A Upstart W5527 Highway 106 P.O. Box 800 Fort Atkinson, WI 53538-0800	3-31-07/9831457		1800	00		78.14		
N06686I Office Depot PO Box 70025 Los Angeles CA 90074-0025	4-20-07/383427047		1800	00		92.70		
	4-20-07/383290914		1800	00		269.36		
	4-20-07/383290919		1800	00		357.48		
						719.54		
N06785 Hector Vargas Cleaning Service 318 Capistrano St. Placentia, CA 92870 SSN: 546-64-3104	5-3-07/331726		1400	00		1,350.00		
N18816 I.M.P.A.C. Government Services P.O. Box 6350 Fargo, ND 58125-6350	4-20-07/X8898		0900	00		27.20		
			1000	00		190.39		
			1800	00		2,515.97		
			1900	00		510.00		
			2400	00		65.71		
			2400	02		190.41		
			2400	04		109.20		
			2700	00		263.00		
			2700	08		300.00		
			4000	00		151.42		
						4,323.30		

The claims listed above (totaling \$7,217.46) 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 05/03/07
REPORT NO 4991


Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92870

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
N20042 Assurant Employee Benefits P.O. Box 807009 Kansas City, MO 64180-6644	5-1-07/4027912		0309	00		162.00		
N22558 Nancy L. Mory 1136 Moro Circle Placentia, CA 92870-3078 (SSN: 557-46-8389)	3-31-07/Sp Lit Apr 07		1900	01		226.08	"2"	
N23030 Linda Baesler 150 Anned Dr. Placentia, CA 92870 502-50-4248	Story I & II Apr 07 Music Time I & II Apr 07		1900	00		400.00	"2"	
						400.00		
						800.00		
N27044 Mary Strazdas c/o Placentia Library District 411 East Chapman Avenue Placentia, CA 92870-6198	Travel Reimb Apr-07		2600	00		48.40		
N29656 Minuteman Press 310 E Orangethorpe Ave Unit L Placentia CA 92870	4-26-07/20535		1800	00		49.57		
N29842 Toby Silberfarb c/o Placentia Library 411 E. Chapman Avenue Placentia CA 92870	Travel Reimb Mar - Apr 07		2600	00		32.01		
N30884 Guadalupe Arreola 1353 W Baker Ave Fullerton CA 92833	3-31-07-Sp Lit Apr 07		1900	01		152.28	"2"	
N31467 Hilda Rivera c/o Placentia Library District 411 E Chapman Ave Placentia CA 92870	Travel Reimb 4/7/2007		2600	00		7.76		
Valerie Poole 513 Valley Forge Dr Placentia CA 92870 X4417	05/07/07		1900	00		1,785.00	"2"	

The claims listed above (totaling \$3,263.10) 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 92870

*Paid
5/17/07*

DATE 04/14/07
REPORT NO 4992

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
N00692-A Special District Risk Management 1112 I Street, Suite 300 Sacramento, CA 95814 PLEASE PAY IMMEDIATELY	5-10-07/474-IN		0306	00		8,467.11		

The claims listed above (totaling \$8,467.11) 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.

[Signature]
APPROVED BY

[Signature]
COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

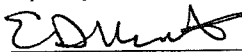
DATE 05/21/07
REPORT NO 4993

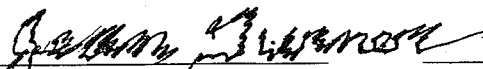
Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92870

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

Payee Name and Address Social Security/Tax ID	APPROVED CLAIMS					AMOUNT	A C's Use Only	
	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat		Doc Number	SC
N00642A Employment Development Dept. Attn: Cashier-RB P.O. Box 826219 Sacramento, CA 94230-6219	5-4-07/0265-3		0310	00		90.00		
N03648B Special T. Water Systems, Inc. 11934 Washington Blvd. Whittier, CA 90608	5-1-07/132246		1800	00		32.00		
N03651 Waxie Sanitary Supply P.O. Box 81006 San Diego, CA 92138-1006	4-26-07/70011525		1000	00		1,568.23		
	5-10-07/70036646		1000	00		89.22		
						1,657.45		
N03653 Bear State Air Conditioning 3548 Enterprise Dr. Anaheim, CA 92807-1640	5-15-07/07-5-589		1400	00		204.00		
	5-1-07/07-5-515		1400	00		255.16		
						459.16		
N03738J Pitney Bowes Credit Corp. PO Box 856460 Louisville, KY 40285-6460	5-13-07/7330591-AP07		2100	00		183.09		
N03752P AT&T/MCI Dept. LA 21461 Pasadena, CA 91185-1461	4-17-07/T6456319		0700	00		301.62		
	4-7-07/T6415673		0700	01		272.72		
	4-17-07-T6456334		0700	01		82.75		
	4-4-07/T6400228		0700	08		43.91		
						701.00		
N03769D County of Orange P.O. Box 567 Santa Ana, CA 92702	5-15-07/232911		1900	00		8,580.29		
N06686I Office Depot PO Box 70025 Los Angeles CA 90074-0025	4-27-07/383727233		1800	08		38.78		
	4-27-07/384884825		1800	00		323.25		
	5-4-07/384890832		1800	00		15.49		
						377.52		
N06965 Paychex PO Box 4482 Carol Stream IL 60197-4482	4-26-07/20070426		1900	00		471.90		
N15508 Cosmoslink Internet Services 3 Pointe Dr. Suite 307 Brea, CA 92821	5-7-07/00705-14		1900	00		5.00		
N16557 Sprint/Nextel PO Box 4181 Carol Stream IL 60197-4181	5-7-07/0618318545-2		0700	00		57.59		
			0700	00		19.20		
						76.79		

The claims listed above (totaling \$12,634.20) 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

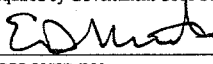
DATE 05/21/07
REPORT NO 4994

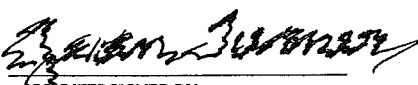
Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92870

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
N19647A Unique Management Services 119 E. Maple St. Jeffersonville, IN 47130	5-1-07/162911		1900	00		134.25		
N25646A AFP 1101 King Street, Suite 700 Alexandria, VA 22314-2967	Mbrshp 07		1600	00		295.00		
N27368B The Hartford Group Benefits PO Box 8500-3690 Philadelphia PA 19178-3690	LTD 83081542		0310	00		1,117.29		
N27562 RMC Facilities Services, Inc. PO Box 2135 Yorba Linda, CA 92885-1335	5-16-07/27896		1000	00		138.46		
N28040 Yesenia Gomez c/o Placentia Library District 411 E. Chapman Ave. Placentia, CA 92870	Travel Reimb Apr 07-May 07		2600	01		56.73		
N29760 Gary Bell c/o Placentia Library District 411 E. Chapman Ave Placentia CA 92870	Travel Reimb 05/07/07		2600	01		6.01		
N30347 Pcorp Associates 18340 Yorba Linda Blvd Ste 107 - PMB 108 Yorba Linda, CA 92886	5-15-07/1617		4000	00		543.34		
	5-15-07/1619		1300	00		6,000.00		
						6,543.34		
N31429 Ferrari Philanthropic Consultants, Inc. 30025 Alicia Parkway, #158 Laguna Niguel, CA 92677	5-9-07/107		1900	08		1,800.00		

The claims listed above (totaling \$10,091.08) 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
Current Claims and Payroll
May 29, 2007

TYPE	REPORT NUMBER	AMOUNT
Regular	4995	4,482.56
	4996	6,342.03
	4997	8,059.33
	4998	40,040.68
Subtotal for Regular		58,924.60
	6/6/2007	49,472.00
	6/20/2007	49,472.00
Subtotal for Payroll		98,944.00
TOTAL CURRENT CLAIMS & PAYROLL		157,868.60

Prepared by: Wendy Goodson

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 05/29/07
REPORT NO 4995

Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92870

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
N01861 Salem Press, Inc. P.O. Box 50062 Pasadena, CA 91115-0062	4-9-07/0362316-IN		2400	01		177.79		
	N03643A Recorded Books, LLC P.O. Box 64900 Baltimore, MD 21264-4900	4-13-07/3458033		2400	05		280.37	
N03828F Baker & Taylor Books PO Box 277930 Atlanta GA 30384-7930	5-15-07/4006520443		2400	01		59.16		
	5-2-07/4006493733		2400	01		88.90		
	5-1-07/4006490061		2400	01		72.13		
	5-8-07/4006466563		2400	01		60.95		
	5-9-07/4006508827		2400	01		180.42		
	5-8-07/4006466563		2400	01		345.81		
	5-8-07/4006466562		2400	01		20.33		
	5-8-07/4006466561		2400	01		18.56		
	5-8-07/4006466560		2400	01		37.74		
	5-8-07/4006414551		2400	01		18.56		
	5-8-07/4006414550		2400	01		68.68		
	5-8-07/4006414549		2400	01		57.47		
	5-8-07/4006414548		2400	01		19.15		
	5-8-07/4006414547		2400	01		17.99		
	5-8-07/4006414546		2400	01		27.45		
	5-8-07/4006414545		2400	01		17.96		
	5-8-07/4006414552		2400	01		941.08		
	5-2-07/4006471062		2400	01		33.79		
	5-2-07/4006445194		2400	01		22.06		
	4-18-07/4006429121		2400	01		43.69		
	4-18-07/4006441290		2400	01		34.74		
	4-18-07/4006441289		2400	01		18.56		
	4-18-07/4006441288		2400	01		37.73		
	4-18-07/4006441287		2400	01		13.98		
	4-18-07/4006441291		2400	01		370.95		
	4-17-07/4006373309		2400	01		76.62		
	4-17-07/4006373308		2400	01		36.52		
	4-17-07/4006373307		2400	01		235.94		
	4-17-07/4006373306		2400	01		55.73		
	4-17-07/4006373305		2400	01		56.25		
	4-17-07/4006373304		2400	01		58.65		
	4-17-07/4006373303		2400	01		18.56		
	4-17-07/4006373302		2400	01		32.96		
4-17-07/4006373301		2400	01		59.40			
4-5-07/4006387215		2400	01		30.65			
4-5-07/4006395717		2400	01		148.47			
4-5-07/4006395716		2400	01		85.61			
4-5-07/4006395715		2400	01		26.33			
4-5-07/4006395714		2400	01		53.32			
4-5-07/4006395713		2400	01		21.54			
4-5-07/4006359993		2400	01		37.70			
4-5-07/4006359992		2400	01		234.82			
4-5-07/4006359991		2400	01		14.94			
4-5-07/4006359990		2400	01		93.40			
4-5-07/4006359989		2400	01		19.15			
						4,024.40		

The claims listed above (totaling \$4,482.56) 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 05/29/07
REPORT NO 4996

Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92870

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	
N03828F Baker & Taylor Books PO Box 277930 Atlanta GA 30384-7930	4-5-07/4006359988		2400	01		30.54			
	4-5-07/4006359987		2400	01		12.79			
	4-5-07/4006339500		2400	01		30.16			
	4-5-07/4006339499		2400	01		38.30			
	4-5-07/4006339498		2400	01		55.11			
	4-5-07/4006339497		2400	01		94.02			
	4-5-07/4006339496		2400	01		2,232.58			
	4-5-07/4006339495		2400	01		36.52			
	4-5-07/4006339494		2400	01		170.83			
	4-5-07/4006339493		2400	01		20.33			
	4-5-07/4006339492		2400	01		19.15			
	4-5-07/4006339491		2400	01		18.56			
	4-5-07/4006339490		2400	01		17.96			
	4-5-07/4006339489		2400	01		17.96			
	4-5-07/4006339488		2400	01		22.06			
	4-5-07/4006322661		2400	01		204.69			
	4-5-07/4006322660		2400	01		74.28			
	4-5-07/4006322659		2400	01		22.04			
	4-5-07/4006322658		2400	01		129.36			
	4-5-07/4006322657		2400	01		37.13			
	4-5-07/4006322656		2400	01		32.18			
	4-10-07/4006444928		2400	01		31.35			
	4-11-07/4006448653		2400	01		252.80			
	4-3-07/4006428953		2400	01		14.79			
	4-4-07/4006432613		2400	01		392.92			
	4-18-07/4006464178		2400	01		284.98			
	4-24-07/4006475572		2400	01		113.03			
	4-17-07/406460685		2400	01		71.08			
	4-25-07/4006478983		2400	01		238.02			
	4-9-07/0000044237		2400	01		290.93			
						5,006.45			
	N03842A Ingram Library Services P.O. Box 502779 St. Louis, MO 63150-2779	4-12-07/18514003		2400	01		2.81		
		4-12-07/185514002		2400	01		24.24		
4-12-07/18514001			2400	01		17.84			
4-12-07/18514000			2400	01		15.64			
4-10-07/18460788			2400	01		127.38			
4-10-07/18460787			2400	01		34.53			
4-10-07/18460786			2400	01		46.77			
2-7-07/17283448			2400	01		971.40			
4-9-07/2CM17144			2400	01		(573.93)			
4-9-07/2CM17143			2400	01		(12.57)			
3-20-07/18075902			2400	01		39.02			
4-26-07/18763437			2400	01		149.78			
4-26-07/18763436			2400	01		18.86			
4-26-07/18763435			2400	01		28.75			
4-26-07/18763434			2400	01		71.89			
4-25-07/18730554			2400	01		19.16			
4-25-07/18738869			2400	01		90.80			
4-23-07/18684885			2400	01		64.33			
4-23-07/18684884		2400	01		88.27				
4-23-07/18684883		2400	01		16.68				
4-23-07/18684882		2400	01		14.99				
4-24-07/18709609		2400	01		28.66				
5-9-07/18987683		2400	01		50.28				
					1,335.58				

The claims listed above (totaling \$6,342.03) 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

6,342.03

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 05/29/07
REPORT NO 4997

Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92870

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
N03842A Ingram Library Services P.O. Box 502779 St. Louis, MO 63150-2779	5-9-07/18987682		2400	01		31.71		
	5-10-07/19018193		2400	01		21.78		
	5-10-07/19018192		2400	01		101.94		
	5-11-07/19034581		2400	01		33.40		
	5-13-07/19047169		2400	01		154.70		
	5-7-07/18942047		2400	01		101.38		
	5-7-07/18942046		2400	01		108.08		
	5-7-07/18942045		2400	01		18.08		
	5-7-07/18942044		2400	01		33.41		
	4-29-07/18795740		2400	01		19.02		
						623.50		
N04948 Information Publications, Inc 2995 Woodside Rd Ste 400-182 Woodside CA 94062	4-12-07/7708A		2400	01		127.53		
N06771 The H.W. Wilson Company 23419 Network Place Chicago I L60673-1234	4-3-07/57322694		2400	04		346.40		
N19932 Ameritas Life Insurance Corp. P.O. Box 81889 Lincoln, NE 68501-1889	X05435 Jun 07		0308	00		902.70		
N22268 Midwest Tape PO Box 820 Holland OH 43528	5-4-07/5277219		2400	02		35.68		
	4-9-07/5263040		2400	02		79.06		
	4-10-07/5263200		2400	02		453.10		
	4-5-07/5261176		2400	02		26.52		
	4-5-07/5261175		2400	02		105.20		
	4-5-07/5261174		2400	02		4,612.54		
	4-17-07/5266784		2400	02		31.68		
	4-20-07/5269013		2400	02		15.84		
	4-30-07/1411902		2400	02		7.50		
					5,367.12			
N23659 Scholastic, Inc. PO Box 3720 Jefferson City, MO 65102-3720	5-16-07/162640197-406		2400	08		183.54		
N25939A Proquest Information and Learning 6216 Paysphere Circle Chicago, IL 60674	4-18-07/40124315		2400	01		167.57		
N27838 BBC Audiobooks America PO Box 414190 Boston MA 02241-4190	4-9-07/280675		2400	05		44.92		
	4-16-07/281418		2400	05		296.05		
					340.97			

The claims listed above (totaling \$8,059.33) 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 05/29/07
REPORT NO 4998

Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92870

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	5-7-07/15149501		2400	01		29.27		
Thomson Gale	5-3-07/15144420		2400	01		29.27		
PO Box 95501	4-23-07/15127629		2400	01		29.27		
Chicago IL 60694-5501	4-24-07/15130883		2400	01		58.54		
	5-2-07-15140251		2400	01		301.74		
	4-17-07/15112487		2400	01		29.27		
	4-18-07/15116972		2400	01		164.33		
	4-5-07/15096648		2400	01		87.81		
	4-9-07/RI15102598		2400	01		5,682.28		
	4-12-07/RI15107644		2400	01		2,850.00		
	4-16-07/15110359		2400	01		29.27		
	12-22-06/14957824		2400	01		159.21		
						9,450.26		
N30025	4-9-07/1082996000		2400	01		296.00		
Random House Dept 0919 PO Box 120001 Dallas TX 75312-0919								
(new vendor) Placentia Historical Committee 401 E. Chapman Ave. Placentia, CA 92870	4-24-07/1		2400	01		240.00		
(new vendor) Rainbow Book Company 500 E Main Street Lake Zurich IL 60047	3-17-07/0063263		2400	01		25,339.03		
(new vendor) Empower Your Image 2781 Saturn Street Unit K Brea, CA 92821	5-22-07/20074830		1800	08		882.61		
(new vendor) Value Line Publishing, Inc Attn; Frederck Florito 220 East 42nd St, 6th Floor New York, NY 10017	5-1-07/IS-14059		2400	03		3,000.00		
N03660 Elizabeth D. Minter (Petty Checks) Placentia Library District Petty Cash Reimbursement 411 East Chapman Avenue Placentia, CA 92870-6198	Petty Checks Reimb		0900	00		96.95		
			0900	08		526.94		
			1800	00		40.00		
			2700	01		127.00		
			2700	03		17.00		
						807.89		
N03660 Elizabeth D. Minter (Petty Cash) Placentia Library District Petty Cash Reimbursement 411 East Chapman Avenue Placentia, CA 92870-6198	Petty Cash Reimb		0900	00		13.49		
			1800	00		6.40		
			2700	01		5.00		
						24.89		

The claims listed above (totaling \$40,040.68) 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

40,040.68



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 \$ 49,472.00 on 6 | 6 | 07

Send To: **Bank Name:** Wells Fargo Bank
ABA #: 121042882
Account Name: Placentia Library District
Account #: 2011939659
Reference: Payroll #25

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												AMOUNT	SP CD
FUND	AGCY	ORG	ACTV	OBJ	SUB OBJ	REV	SUB REV	JOB NUMBER	REPT CATG	B S ACCT	AMOUNT	SP CD	
707	707			0100	00						45,980.00		
707	707			200	00						3,492.00		
ENCUMBRANCE REVERSAL: <input type="checkbox"/> YES <input type="checkbox"/> NO											TOTAL PAYMENT	49,472.00	
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					AUTHORIZED SIGNER					DEPUTY		DATE	

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



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 \$ 49,472.00 on 6 | 20 | 07

Send To: Bank Name: Wells Fargo Bank
 ABA #: 121042882
 Account Name: Placentia Library District
 Account #: 2011939659
 Reference: Payroll #26

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						45,980.00	
707	707			200	00						3,492.00	
ENCUMBRANCE REVERSAL: <input type="checkbox"/> YES <input type="checkbox"/> NO											TOTAL PAYMENT	49,472.00
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	
Auditor-Controller Approvals: Claims & Disbursing: Over Limit: _____ \$100,000 (1) \$500,000 (2) \$1,000,000 (3) Claims & Disbursing Manager: _____ Check Writing: _____ General Ledger Approvals: Cash & Expense Budget: _____ Date: _____ WRFC: _____	Transaction Reference Automated Clearing House (CH) _____ Wire Transfer (WT): _____ Automated Clearing House (IC) _____ MW Transaction #: _____ Treasurer-Tax Collector Information Released By / Ref #: _____

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director EDM
SUBJECT: Cash Flow Analysis
DATE: May 29, 2007

BACKGROUND:

The Cash Flow Analysis for the General Fund for Fiscal Year 2006-2007 is Attachment A

The Property Tax Apportionment Schedule for Fiscal Year 2006-2007 is Attachment B.

It is my opinion that Placentia Library District is in compliance with California Government Code Section 53646(b)(1) that requires that that the District have adequate balances and anticipated revenues to meet its expenditure requirements for the next six months.

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

RECOMMENDATION:

Receive & File the Cash Flow Analysis for Fiscal Year 2006-2007 through May 29, 2007 and the Property Tax Apportionment Schedule for Fiscal Year 2006-2007.



Placentia Library District
FY2006-2007 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
06/19/06		Beginning Balance			877,915.41
06/19/06		Payroll #1 to wire July 3, 2006		47,072.00	830,843.41
06/19/06	4885	Payroll #2 to wire July 18, 2006		47,072.00	783,771.41
06/29/06	4886	General by 3 Trustee signatures		15,181.37	768,590.04
07/01/06		General by Library Director & Turner		18,306.55	750,283.49
07/06/06	4887	General by Library Director & Shkoler		4,297.59	745,985.90
07/06/06	4888	General by Library Director & Shkoler		10,808.48	735,177.42
07/06/06	4889	General by Library Director & Shkoler		2,335.56	732,841.86
07/13/06		6230-01: Prior Secured #8	17,715.24	44.29	750,512.81
07/13/06		6280-01: Supplemental paid 1985+ #12	13,894.38		764,407.19
07/13/06		6280-02: Supplemental paid 1984	0.87		764,408.06
07/13/06		6300: Delinquent supplemental	2,174.51		766,582.57
07/13/06		6300: Delinquent supplemental penalties	452.33		767,034.90
07/18/06		6230-04: Teeter apportionment	22,608.66		789,643.56
07/20/06	4890	General by Library Director & DeVecchio		8,462.11	781,181.45
07/20/06	4891	General by Library Director & DeVecchio		10,748.93	770,432.52
07/20/06	4892	General by Library Director & DeVecchio		538.43	769,894.09
07/21/06		6970-07 State Mandated Claims refund	3,122.00		773,016.09
07/21/06		7670-00: Library Fines & Fees	4,405.59		777,421.68
07/21/06		7670-01: Library Passport Revenue	11,366.40		788,788.08
07/21/06		7670-02: Non Govt Grants & Gifts (Boeing, \$5,000 & Gates, \$7,500)	12,500.00		801,288.08
07/31/06	4893	General by 3 Trustee signatures		2,702.70	798,585.38
07/31/06	4894	General by 3 Trustee signatures		3,522.62	795,062.76
07/31/06	4895	General by 3 Trustee signatures		10,243.10	784,819.66
07/31/06		Payroll #3 to wire August 2, 2006		47,072.00	737,747.66
07/31/06		Payroll #4 to wire August 16, 2006		47,072.00	690,675.66
07/31/06		Payroll #5 to wire August 30, 2006		47,072.00	643,603.66
08/05/06	4896	General by Library Director & DeVecchio		3,564.05	640,039.61
08/05/06	4897	General by Library Director & DeVecchio		2,925.03	637,114.58
08/05/06	4898	General by Library Director & DeVecchio		4,666.62	632,447.96
08/07/06		6610-02: Interest on Unapportioned Taxes	3,698.76	99.15	623,980.85
08/14/06	4899	General by Library Director & Wood		8,467.11	615,513.74
08/14/06	4900	General by Library Director & Wood		891.54	614,622.20
08/16/06		6280-00: Supplemental paid 1985+ #1	1,065.62		602,479.57
08/18/06	4910	General by 3 Trustee signatures		12,142.63	553,007.57
08/18/06		Payroll #8 to wire October 11, 2006		49,472.00	503,535.57
08/18/06		Payroll #9 to wire October 25, 2006		49,472.00	491,176.31
08/21/06	4901	General by 3 Trustee signatures		12,359.26	478,817.05
08/21/06	4902	General by 3 Trustee signatures		3,398.73	475,418.32
08/21/06	4903	General by 3 Trustee signatures		15,223.35	460,194.97
08/21/06	4904	General by 3 Trustee signatures		6,522.90	453,672.07
08/21/06		Payroll #6 to wire September 13, 2006		47,072.00	406,600.07
08/21/06		Payroll #7 to wire September 27, 2006		47,072.00	359,528.07
08/23/06		6610-00: Interest County Pool, July	4,440.81	90.22	354,143.83
09/02/06	4905	General by Library Director & DeVecchio		5,384.24	348,759.59
09/06/06	4906	General by Library Director & Turner		5,006.54	343,753.05
09/07/06	4907	General by Library Director & Turner		6,826.27	336,926.78

Placentia Library District
FY2006-2007 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
09/07/06	4908	General by Library Director & Turner		7,320.32	329,606.46
09/12/06		6610-00: Interest Bank of the West, Aug	14.70		334,606.46
09/12/06		6970-03: State Library, LSTA Grant HIS House	5,000.00		341,743.46
09/12/06		6970-07: State Mandated Claim Reimbursement	7,137.00		346,859.77
09/12/06		7670:00: Local Revenue Fines & Fees	5,116.31		359,829.81
09/12/06		7670:01: Local Revenue Passport	12,970.04		354,228.03
09/14/06	4909	General by Library Director & pending		5,601.78	342,085.40
09/18/06	4910	General by 3 Trustee signatures		12,142.63	292,613.40
09/18/06		Payroll #8 to wire October 11, 2006		49,472.00	243,141.40
09/18/06		Payroll #9 to wire October 25, 2006		49,472.00	296,347.11
09/21/06		6220-00 Unsecured Collections 1st	53,339.06	133.35	296,616.36
09/21/06		6280-00: Supplemental paid 1985+ #2	269.25		288,582.24
09/25/06	4911	General by Library Director & Turner		8,034.12	280,624.36
09/25/06	4912	General by Library Director & Turner		7,957.88	267,433.12
09/25/06	4913	General by Library Director & Turner		13,191.24	271,419.70
09/25/06		6610-00: Interest County Pool, Aug	4,068.17	81.59	267,047.68
10/05/06	4914	General by Library Director & DeVecchio		4,372.02	254,013.97
10/05/06	4915	General by Library Director & DeVecchio		13,033.71	245,366.23
10/05/06	4916	General by Library Director & DeVecchio		8,647.74	256,311.30
10/11/06		6280-00: Supplemental paid 1985+ #3	10,945.07		205,203.65
10/16/06	4917	General by 3 Trustee signatures		51,107.65	199,740.15
10/16/06	4918	General by 3 Trustee signatures		5,463.50	194,775.05
10/16/06	4919	General by 3 Trustee signatures		4,965.12	177,311.70
10/16/06	4920	General by 3 Trustee signatures		17,463.33	127,839.70
10/16/06		Payroll #10 to wire November 8, 2006		49,472.00	78,367.70
10/16/06		Payroll #11 to wire November 22, 2006		49,472.00	78,375.22
10/18/06		6610-00: Interest Bank of the West, Sep	7.52		82,608.07
10/18/06		6970-00: State Library Interlibrary Loan	4,232.85		89,873.44
10/18/06		7670:00: Local Revenue Fines & Fees	7,265.37		108,084.47
10/18/06		7670:01: Local Revenue Passport	18,211.03		100,050.35
10/19/06	4921	General by Library Director & Wood		8,034.12	88,699.60
10/19/06	4922	General by Library Director & Wood		11,350.75	86,843.80
10/19/06	4923	General by Library Director & Wood		1,855.80	90,354.12
10/24/06		6610-00: Interest County Pool, Sep	3,580.80	70.48	86,067.54
11/02/06	4924	General by Library Director & DeVecchio		4,286.58	81,555.82
11/09/06	4925	General by Library Director & Wood		4,511.72	75,585.70
11/09/06	4926	General by Library Director & Wood		5,970.12	66,280.68
11/09/06	4927	General by Library Director & Shkoler		9,305.02	69,034.15
11/15/06		6280-00: Supplemental paid 1985+ #4	2,753.47		49,973.30
11/20/06	4928	General by 3 Trustee signatures		19,060.85	46,776.17
11/20/06	4929	General by 3 Trustee signatures		3,197.13	39,749.78
11/20/06	4930	General by 3 Trustee signatures		7,026.39	34,824.37
11/20/06	4931	General by 3 Trustee signatures		4,925.41	33,772.20
11/20/06	4932	General by 3 Trustee signatures		1,052.17	-13,299.80
11/20/06		Payroll #12 to wire December 6, 2006		47,072.00	-60,371.80
11/20/06		Payroll #13 to wire December 20, 2006		47,072.00	123,048.26
11/21/06		6210: Secured #1	183,879.76	459.70	126,230.46

Placentia Library District
FY2006-2007 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
11/21/06		6610-00: Interest County Pool, Oct	3,246.18	63.98	126,250.54
11/22/06		6610-00: Interest Bank of the West, Oct	20.08		128,458.24
11/22/06		6970-00: State Library Interlibrary Loan	2,207.70		158,458.24
11/22/06		6970-02: State Library CA Literacy Campaign	30,000.00		163,322.24
11/22/06		6970-03: State Library HIS House Grant	4,864.00		167,964.22
11/22/06		7670:00: Local Revenue Fines & Fees	4,641.98		178,640.02
11/22/06		7670:01: Local Revenue Passport	10,675.80		173,925.75
12/06/06	4933	General by Library Director & Shkoler		4,714.27	163,102.18
12/06/06	4934	General by Library Director & Shkoler		10,823.57	161,734.17
12/06/06	4935	General by Library Director & Shkoler		1,368.01	153,267.06
12/07/06		General by Library Director & DeVecchio		8,467.11	139,572.85
12/12/06	4936	General by 3 Trustee signatures		13,694.21	134,568.69
12/14/06		General by 3 Trustee signatures		5,004.16	73,742.47
12/18/06	4937	General by 3 Trustee signatures		60,826.22	63,512.92
12/18/06	4938	General by 3 Trustee signatures		10,229.55	43,046.54
12/18/06	4939	General by 3 Trustee signatures		20,466.38	3,974.54
12/18/06	4940	Payroll #14 to wire January 3, 2007		39,072.00	-35,097.46
12/18/06	4941	Payroll #15 to wire January 17, 2007		39,072.00	-37,376.63
12/18/06		General by Library Director & Turner		2,279.17	-40,348.16
12/18/06		General by Library Director & Turner		2,971.53	-43,943.16
12/20/06		General by Library Director & Turner		3,595.00	-49,417.69
12/20/06		General by Library Director & Shkoler		5,474.53	-55,175.95
12/21/06		General by Library Director & Shkoler		5,758.26	-91,308.60
12/27/06		General by Library Director & Shkoler		36,132.65	75,420.32
12/27/06		6210: Secured #2	167,146.79	417.87	386,509.95
12/27/06		6210: Secured #3	311,869.30	779.67	393,746.96
12/27/06		6280-00: Supplemental paid 1985+ #5	7,237.01		396,235.46
12/28/06	4942	6610-00: Interest County Pool, Nov	2,537.57	49.07	396,274.32
12/28/06	4943	6610-00: Interest Bank of the West, Nov	38.86		398,758.10
12/28/06	4944	6690-00: State Homeowners #1	2,483.78		404,553.59
01/10/07		6690-00: State Homeowners #2	5,795.49		406,167.59
01/11/07	4945	6970-07 State Mandated Claims refund	1,614.00		411,915.64
01/11/07	4946	7670:00: Local Revenue Fines & Fees	5,748.05		425,381.36
01/11/07		7670:01: Local Revenue Passport	13,465.72		425,390.26
01/16/07		7680:00: Canceled out of date check	8.90		420,085.61
01/16/07	4947	General by 3 Trustee signatures		5,304.65	417,084.95
01/16/07	4948	General by 3 Trustee signatures		3,000.66	405,670.84
01/16/07	4949	General by 3 Trustee signatures		11,414.11	400,429.17
01/16/07	4950	General by 3 Trustee signatures		5,241.67	353,357.17
01/16/07	4951	Payroll #16 to wire January 31, 2007		47,072.00	306,285.17
01/16/07		Payroll #17 to wire February 14, 2007		47,072.00	267,213.17
01/16/07		Payroll #18 to wire February 28, 2007		39,072.00	258,746.06
01/17/07	4952	General by 2 Trustee signatures, DeVecchio & Turner		8,467.11	272,035.03
01/18/07		6220-00 Unsecured Collections	13,288.97		288,116.76
01/18/07		6280-00: Supplemental paid 1985+ #6	16,114.95	33.22	492,265.87
01/23/07		6210: Secured #4	204,660.76	511.65	495,729.59
01/24/07		6610-00: Interest County Pool, Dec	3,531.92	68.20	507,534.12

Placentia Library District
FY2006-2007 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
01/25/07		6210-01: Public Utility #1	11,834.12	29.59	499,137.48
01/27/07	4953	General by Library Director & DeVecchio		8,396.64	490,234.68
01/27/07	4954	General by Library Director & DeVecchio		8,902.80	483,932.57
01/27/07	4955	General by Library Director & Shkoler		6,302.11	483,948.76
01/30/07		6610-00: Interest Bank of the West, Dec	16.19		487,609.81
01/30/07		6970-00: State Library Interlibrary Loan	3,661.05		489,947.72
01/30/07		7670-00: Local Revenue Fines & Fees	2,337.91		498,619.32
01/30/07		7670-01: Local Revenue Passport	8,671.60		495,843.62
02/08/07	4956	General by Library Director & Shkoler		2,775.70	491,205.64
02/08/07	4957	General by Library Director & Shkoler		4,637.98	485,543.44
02/08/07	4958	General by Library Director & Shkoler		5,662.20	497,644.34
02/09/07		7670-00: Local Revenue Fines & Fees	12,100.90		526,639.19
02/09/07		7670-01: Local Revenue Passport	28,994.85		518,172.08
02/14/07	4959	General by Library Director & pending		8,467.11	522,805.62
02/14/07		6280-00: Supplemental paid 1985+ #7	4,633.54		500,397.22
02/20/07	4960	General by 3 Trustee signatures		22,408.40	495,273.06
02/20/07	4961	General by 3 Trustee signatures		5,124.16	491,825.75
02/20/07	4962	General by 3 Trustee signatures		3,447.31	486,299.55
02/20/07	4963	General by 3 Trustee signatures		5,526.20	476,453.74
02/20/07	4964	General by 3 Trustee signatures		9,845.81	429,381.74
02/20/07		Payroll #19 to wire March 14, 2007		47,072.00	382,309.74
02/20/07		Payroll #20 to wire March 28, 2007		47,072.00	373,842.6
02/21/07	4965	General by Library Director & Wood		8,467.11	373,829.85
02/21/07		OCA Sales tax withholding, Jan, Object Code 1800		12.78	373,799.47
02/21/07		OCA Sales tax withholding, Jan, Object Code 2400		30.38	378,404.73
02/27/07		6610-00: Interest County Pool, Jan	4,696.83	91.57	374,012.40
02/28/07	4966	General by Library Director & Wood		4,392.33	373,371.40
02/28/07	4967	General by Library Director & Wood		641.00	376,876.37
03/05/07		6970-00: State Library Interlibrary Loan	3,504.97		408,616.37
03/05/07		6970-01: State Library PLF	31,740.00		433,000.37
03/05/07		6970-02: State Library Literacy CLC	24,384.00		436,545.64
03/05/07		7670-00: Local Revenue Fines & Fees	3,545.27		452,855.04
03/05/07		7670-01: Local Revenue Passport	16,309.40		446,251.33
03/07/07	4969	General by Library Director & Wood		6,603.71	442,357.38
03/07/07	4970	General by Library Director & Wood		3,893.95	435,912.96
03/07/07	4971	General by Library Director & Wood		6,444.42	427,445.85
03/14/07	4972	General by Library Director & Shkoler		8,467.11	431,633.45
03/14/07		6250: SDAF #1	4,187.60		434,569.76
03/15/07		6280-00: Supplemental paid 1985+ #8	2,936.31		438,667.04
03/16/07		6610-00: Interest County Pool, Feb	4,175.15	77.87	351,968.03
03/19/07	4973	General by 3 Trustee signatures		86,699.01	348,348.87
03/19/07	4974	General by 3 Trustee signatures		3,619.16	345,159.49
03/19/07	4975	General by 3 Trustee signatures		3,189.38	343,322.26
03/19/07	4976	General by 3 Trustee signatures		1,837.23	339,687.4
03/19/07	4977	General by 3 Trustee signatures		3,634.85	337,246.8
03/19/07	4978	General by 3 Trustee signatures		2,440.52	280,274.89
03/19/07		Payroll #21 to wire April 11, 2007 (Amended 4/7/07)		56,972.00	230,802.89

Placentia Library District
FY2006-2007 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
03/19/07		Payroll #22 to wire April 25, 2007		49,472.00	326,280.73
03/21/07		6210: Secured #5	95,717.13	239.29	322,669.09
03/26/07	4979	General by Library Director & DeVecchio		3,611.64	318,561.10
03/26/07	4980	General by Library Director & DeVecchio		4,107.99	308,567.06
03/26/07	4981	General by Library Director & DeVecchio		9,994.04	301,346.31
04/05/07	4982	General by Library Director & Shkoler		7,220.75	288,087.38
04/05/07	4983	General by Library Director & Shkoler		13,258.93	270,081.10
04/05/07	4984	General by Library Director & Shkoler		18,006.28	264,240.32
04/16/07	4985	General by 3 Trustee signatures		5,840.78	261,096.22
04/16/07	4986	General by 3 Trustee signatures		3,144.10	254,964.08
04/16/07	4987	General by 3 Trustee signatures		6,132.14	205,692.08
04/16/07		Payroll #23 to wire May 9, 2007		49,272.00	156,420.08
04/16/07		Payroll #24 to wire May 23, 2007		49,272.00	148,937.41
04/24/07	4988	General by Library Director & DeVecchio		7,482.67	143,640.08
04/24/07	4989	General by Library Director & DeVecchio		5,297.33	136,422.62
05/03/07	4990	General by Library Director & DeVecchio		7,217.46	133,159.52
05/03/07	4991	General by Library Director & DeVecchio		3,263.10	673,526.00
04/19/07		6210: Secured #6	548,232.46	7,865.98	680,751.26
04/19/07		6280-00: Supplemental paid 1985+ #9	7,225.26		685,012.27
04/17/07		6610-00: Interest County Pool, Mar	4,346.20	85.19	686,897.92
04/25/07		6610-02: Interest on Unapportioned Taxes	1,898.13	12.48	693,090.10
04/10/07		7670:00: Local Revenue Fines & Fees	6,192.18		718,422.50
04/18/08		7670:01: Local Revenue Passport	25,332.40		726,392.15
04/10/07		7670:00: Local Revenue Fines & Fees	7,969.65		757,213.55
04/18/08		7670:01: Local Revenue Passport	30,821.40		748,746.44
05/14/07	4992	General by Library Director & Shkoler		8,467.11	736,112.24
05/14/07	4993	General by Library Director & Shkoler		12,634.20	726,021.16
05/14/07	4994	General by Library Director & Shkoler		10,091.08	721,538.60
05/29/04	4995	General by 3 Trustee signatures		4,482.56	715,196.57
05/29/04	4996	General by 3 Trustee signatures		6,342.03	707,137.24
05/29/04	4997	General by 3 Trustee signatures		8,059.33	667,096.56
05/29/04	4998	General by 3 Trustee signatures		40,040.68	617,624.56
05/29/04		Payroll #25 to wire June 6, 2007		49,472.00	568,152.56
05/29/04		Payroll #26 to wire June 20, 2007		49,472.00	568,152.56
					568,152.56

Home > Property Tax Accounting

Property Tax Accounting

[Apportionment Schedule Letter]

**Property Tax Apportionments
Fiscal Year 2006-2007**

APPORTIONMENT	APPORT. DATE	AVAIL. DATE	COLLECTIONS	PERCENTAGE
PY Sec Taxes & Penalties Non Teeter 1	8/16/2006	8/17/2006	July	
Supplemental 1	8/16/2006	8/17/2006	Collections for July	
PY Sec Taxes & Penalties Non Teeter 2	9/13/2006	9/14/2006	August	
Unsecured 1	9/21/2006	9/22/2006	Collections at 08/31/2006	80% - 85%
Supplemental 2	9/21/2006	9/22/2006	Collections for August	
PY Sec Taxes & Penalties Non Teeter 3	10/11/2006	10/12/2006	September	
Supplemental 3	10/11/2006	10/12/2006	Collections for September	
PY Sec Taxes & Penalties Non Teeter 4	11/15/2006	11/16/2006	October	
Supplemental 4	11/15/2006	11/16/2006	Collections for October	
Secured #1	11/21/2006	11/22/2006	Collections at 11/10/2006	7% - 10%
H/O Property Tax Relief 1	12/7/2006	12/8/2006		15%
Secured #2	12/13/2006	12/14/2006	Collections at 12/01/2006	10% - 15%
PY Sec Taxes & Penalties Non Teeter 5	12/13/2006	12/14/2006	November	
Supplemental 5	12/20/2006	12/21/2006	Collections for November	
Secured #3	12/21/2006	12/22/2006	Collections at 12/08/2006	20% - 25%
ERAF 1 - Non-Schools	1/2/2007	1/3/2007	For Non-schools	\$254 million + growth
Sales & Use Tax Compensation 1	1/4/2007	1/5/2007	Cities and County only	50%
Property Tax In-Lieu of VLF/VLF Swap 1	1/4/2007	1/5/2007	Cities and County only	50%
H/O Property Tax Relief 2	1/10/2007	1/11/2007		35%
PY Sec Taxes & Penalties Non Teeter 6	1/10/2007	1/11/2007	December	
Unsecured 2	1/18/2007	1/19/2007	Collections at 12/31/2006	5% - 8%
Supplemental 6	1/18/2007	1/19/2007	Collections for December	
Secured #4	1/23/2007	1/24/2007	Collections at 01/12/2007	5% -7%
State-Assessed Public Utility 1	1/25/2007	1/26/2007	1 st Installment Collections	49% - 50%
PY Sec Taxes & Penalties Non Teeter 7	2/14/2007	2/15/2007	January	
Supplemental 7	2/14/2007	2/15/2007	Collections for January	
PY Sec Taxes & Penalties Non Teeter 8	3/14/2007	3/15/2007	February	
Secured #5	3/21/2007	3/22/2007	Collections at	5% - 7%

			03/09/2007	
Supplemental 8	3/21/2007	3/22/2007	Collections for February	
PY Sec Taxes & Penalties Non Teeter 9	4/11/2007	4/12/2007	March	
Secured #6	4/19/2007	4/20/2007	Collections at 04/06/2007	15% - 20%
Supplemental 9	4/19/2007	4/20/2007	Collections for March	
ERAF 2- Non-Schools	5/1/2007	5/2/2007	For Non-schools	\$274 million + growth
Sales & Use Tax Compensation 2	5/3/2007	5/4/2007	Cities and County only	50%
Property Tax In-Lieu of VLF/VLF Swap 2	5/3/2007	5/4/2007	Cities and County only	50%
H/O Property Tax Relief 3	5/10/2007	5/11/2007		35%
PY Sec Taxes & Penalties Non Teeter 10	5/16/2007	5/17/2007	April	
Secured #7	5/21/2007	5/22/2007	Collections at 05/11/2007	10% - 15%
Supplemental 10	5/21/2007	5/22/2007	Collections for April	
State-Assessed Public Utility 2	5/24/2007	5/25/2007	2 nd Installment Collections	49% - 50%
H/O Property Tax Relief 4	6/7/2007	6/8/2007		15%
PY Sec Taxes & Penalties Non Teeter 11	6/13/2007	6/14/2007	May	
Unsecured - Final	6/21/2007	6/22/2007	Collections at 05/31/2007	2%- 5%
Supplemental 11	6/13/2007	6/14/2007	Collections for May	
Delq. PY Unsecured	6/21/2007	6/22/2007	06/01/06 through 05/31/07 Collections	
Secured - Final	7/16/2007	7/17/2007	Final Collections at Year-end	1% - 2%
PY Sec Taxes & Penalties Non Teeter 12	7/16/2007	7/17/2007	June	
Supplemental 12	7/16/2007	7/17/2007	Collections for June	
Delq. PY Suppl. Taxes & Penalties	7/16/2007	7/17/2007	07/01/06 through 06/30/07 Collections	
Teeter Plan	7/18/2007	7/19/2007	Actual Final Delinquencies	1% - 3%
Property Tax In-Lieu of VLF/VLF Swap 3	7/18/2007	7/19/2007	Cities and County only	\$21 million

[Apportionment Schedule Letter]

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Fund Balance Report
Post-Petition Balances (B/S Account 8010 - Cash)
 May 29, 2007

Fiscal Year 2006-2007

	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
6/30/2006*	113,529.06	10,736.71	171,242.25	1,070,109.11	10,476.72	1,376,093.85	305,984.74
07/31/06	113,971.05	10,778.51	171,908.95	1,027,689.84	10,517.51	1,334,865.86	307,176.02
08/31/06	114,419.01	10,820.87	172,584.63	839,652.60	10,558.85	1,148,035.96	308,383.36
09/30/06	114,887.46	10,865.18	173,291.22	750,624.35	10,602.08	1,060,270.29	309,645.94
10/31/06	115,364.52	10,910.29	174,010.80	545,230.76	10,646.10	856,162.47	310,931.71
11/30/06	115,836.48	10,954.92	174,722.68	627,854.80	10,689.65	940,058.53	312,203.73
12/31/06	116,326.09	11,001.23	175,461.19	1,034,744.25	10,734.83	1,348,267.59	313,523.34
01/31/07	116,316.17	11,000.29	175,446.22	978,426.84	10,733.91	1,291,923.43	313,496.59
02/28/07	117,314.54	11,094.71	176,952.11	933,463.67	10,826.04	1,249,651.07	316,187.40
03/31/07	117,305.50	11,093.86	176,938.48	820,992.07	10,825.21	1,137,155.12	316,163.05
04/30/07	142,218.47	11,187.07	178,425.10	1,283,067.88	10,916.16	1,625,814.68	342,746.80
05/31/07						0.00	0.00
06/30/07						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

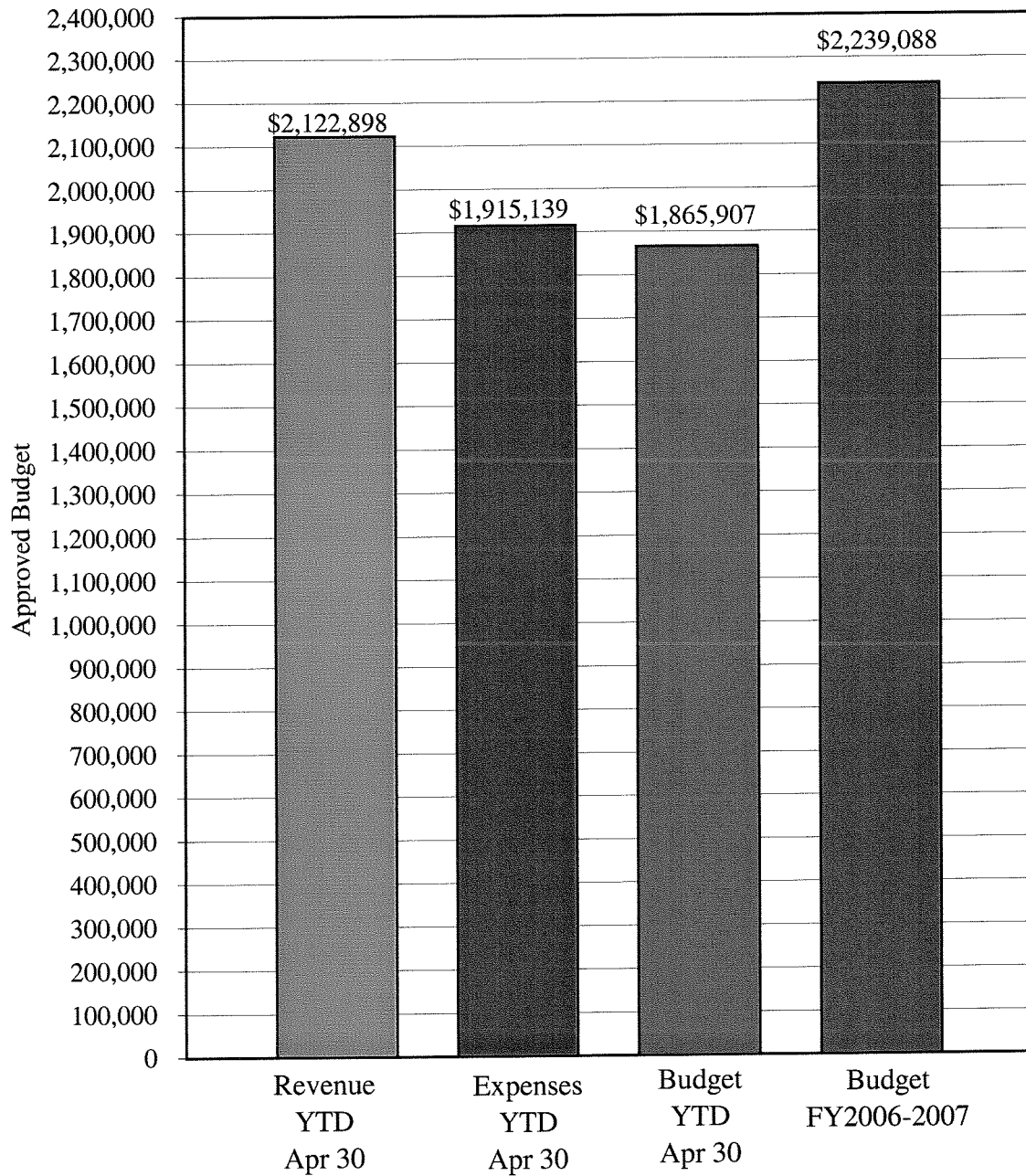
Fiscal Year 2005-2006

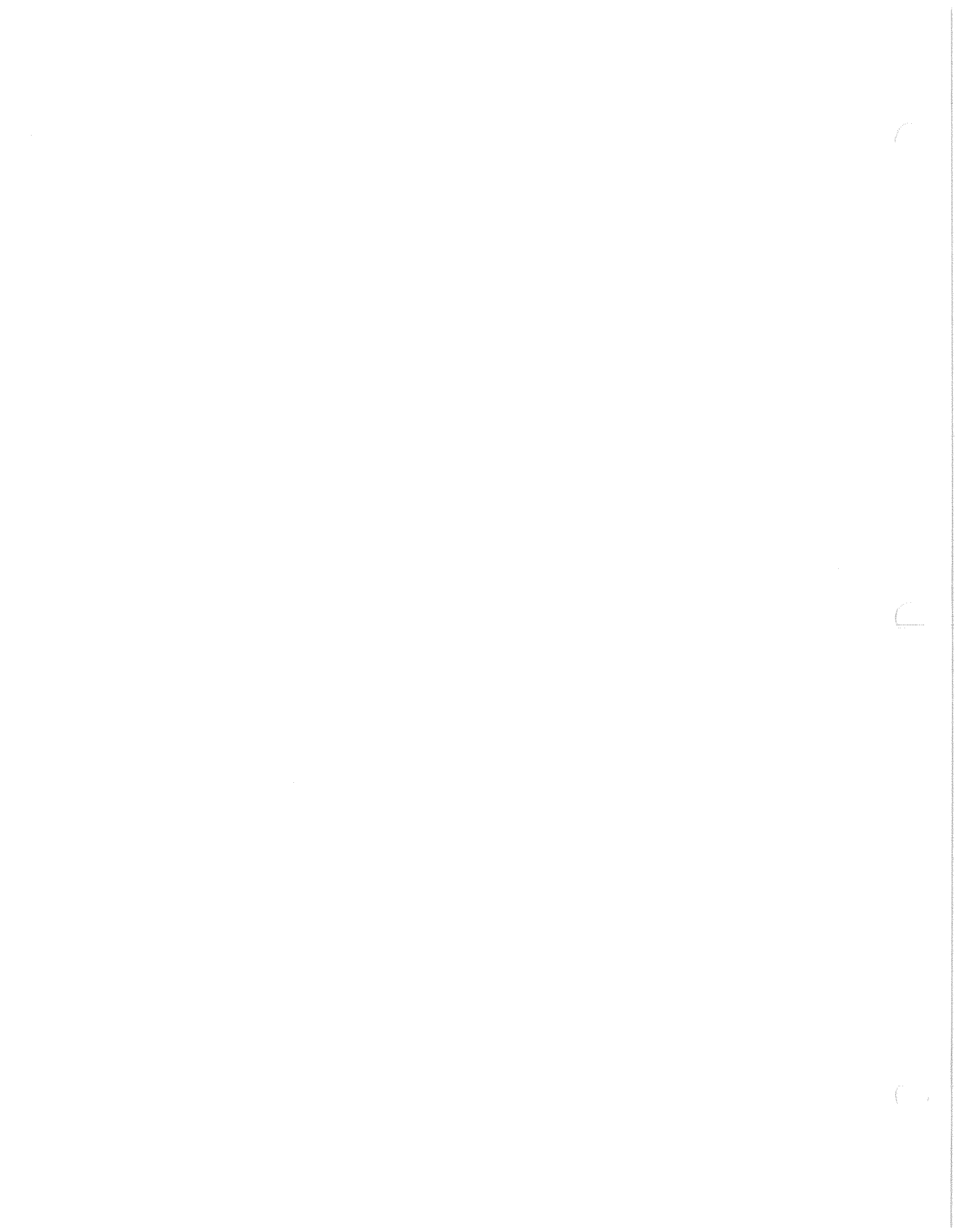
	Fund 702	Fund 703	Fund 706	Fund 707	Fund 708	TOTAL	TOTAL
	Maj Equip/Struc	Auto Replac	Bond Redempt	General Fund	Sick Lv Payoff	ALL FUNDS	EXCL GEN FUND
06/30/05	122,422.78	10,357.21	165,189.49	837,101.17	10,106.39	1,145,177.04	308,075.87
07/31/05	122,741.64	10,382.49	165,592.69	760,016.26	10,131.05	1,068,864.13	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	112,686.17	10,657.30	169,975.76	1,119,221.16	10,399.23	1,422,939.62	303,718.46
05/31/06	113,086.59	10,695.17	170,579.77	1,235,981.36	10,436.19	1,540,779.08	304,797.72
6/30/2006*	113,529.06	10,736.71	171,242.25	1,070,109.11	10,476.72	1,376,093.85	305,984.74
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 2006 - 2007

General Fund Cash Flow





PLACENTIA LIBRARY DISTRICT
REVENUE REPORT FOR FUND 707

(Prepared from the Orange County Auditor's Report)
May 29, 2007

OBJECT CODE	DESCRIPTION	FY2006-2007 BUDGETED	FY2006-2007 YTD	FY2005-2006 YTD	FY2006-2007 APR 2007	FY2005-2006 APR 2006	FY2006-2007 % REV BUD
6210-00	Prop. Taxes - current secured	1,561,688.00	1,511,506.20	1,239,642.70	548,232.46	360,960.97	96.79%
6210-01	Public Utility	21,000.00	11,834.12	11,672.50	0.00	0.00	56.35%
6210-04	Teeter Plan - current delinquent	0.00	0.00	0.00	0.00	0.00	
	TOTAL PROP. TAXES - CURRENT SECURED	1,582,688.00	1,523,340.32	1,251,315.20	548,232.46	360,960.97	96.25%
6220	PROP. TAXES - CURRENT UNSECURED	58,000.00	66,628.03	64,967.01	0.00	0.00	114.88%
6230-00	Prop. Taxes - Prior Secured	15,000.00	0.00	16,231.99	0.00	0.00	
6230-01	Prior year's secured final apportionment	0.00	17,715.24	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	15,000.00	22,608.66	15,295.19	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	30,000.00	40,323.90	31,527.18	0.00	0.00	134.41%
6240	TOTAL PROP. TAXES PRIOR UNSECURED	750.00	0.00	0.00	0.00	0.00	0.00%
6250	TAXES - SPECIAL DISTRICT AUGMENTATION	0.00	4,187.60	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	6,500.00	34,129.22	82,619.01	7,225.26	8,939.79	525.06%
6280-01	Final supplemental for prior years	0.00	32,946.51	0.00	0.00	0.00	
	TOTAL PROP. TAXES SUPPLEMENTAL - CURREN	6,500.00	67,075.73	82,619.01	7,225.26	8,939.79	1031.93%
6300	PROP. TAXES SUPPLEMENTAL - PRIOR	65,000.00	2,626.84	1,744.74	0.00	0.00	4.04%
6540	PENALTIES & COSTS ON DELINQUENT TAXES	1,400.00	0.00	0.00	0.00	0.00	
	TOTAL TAXES	1,744,338.00	1,704,182.42	1,436,233.14	555,457.72	369,900.76	97.70%

REVENUE REPORT FOR FUND 707
 (Prepared from the Orange County Auditor's Report)
 May 29, 2007

OBJECT CODE	DESCRIPTION	FY2006-2007 BUDGETED	FY2006-2007 YTD	FY2005-2006 YTD	FY2006-2007 APR 2007	FY2005-2006 APR 2006	FY2006-2007 % REV BUD
6610-00	Interest	30,000.00	34,720.98	21,625.11	4,346.20	3,358.17	115.74%
6610-01/02	Interest - old bond fund	0.00	5,596.89	1,131.15	1,898.13	1,131.15	
6610-23	Interest on impounded taxes released	0.00	0.00	0.00	0.00	0.00	
	TOTAL INTEREST	30,000.00	40,317.87	22,756.26	6,244.33	4,489.32	134.39%
6690	STATE - HOMEOWNER PROP TAX RELIEF	17,000.00	8,279.27	8,481.65	0.00	0.00	48.70%
6970-00	State - ILL & Direct Loan Reimbursement	12,000.00	13,606.57	16,701.36	0.00	0.00	113.39%
6970-01	State - CA Foundation Funds	30,000.00	31,740.00	37,407.06	0.00	0.00	
6970-02	State - CA Literacy Campaign	58,000.00	54,384.00	51,732.00	0.00	0.00	93.77%
6970-03	State - LSTA Grant, HIS House	0.00	9,864.00	30,399.00	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	40,000.00	0.00	21,885.00	0.00	0.00	
6970-07 & 66	State - Timber Yield Apport & ERAF Bailout	10,000.00	11,873.00	8,000.00	0.00	0.00	
	TOTAL STATE - OTHER GOVERNMENTAL	150,000.00	121,467.57	166,124.42	0.00	0.00	80.98%
7130-00	BANKRUPTCY RECOVERY DISTRIBUTIONS	0.00	0.00	0.00	0.00	0.00	
7670-00	Local Revenue	40,000.00	59,323.21	53,404.21	14,161.83	8,800.79	148.31%
7670-01	Local Revenue -- Passport	180,000.00	176,818.64	120,733.04	56,153.80	29,868.23	98.23%
7670-02 & 56	Local Revenue -- Non-Gov't. Grants & Gifts	20,000.00	12,500.00	0.00	0.00	0.00	
	TOTAL LOCAL REVENUE	240,000.00	248,641.85	174,137.25	70,315.63	38,669.02	103.60%
7680	6-MONTH EXPIRED (OUTLAWED) CHECKS	0.00	8.90	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	2,181,338.00	2,122,897.88	1,807,732.72	632,017.68	413,059.10	97.32%

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
May 29, 2007

OBJECT CODE	DESCRIPTION	FY2006-2007 BUDGETED	FY2006-2007 YTD	FY2005-2006 YTD	FY2006-2007 APR 2007	FY2005-2006 APR 2006	FY2006-2007 % EXP BUD
0100-00	Salaries & Wages	1,040,934	902,773.89	782,449.30	88,277.91	66,708.31	86.73%
0200-00	Retirement (Social Security & Pension Contribution)	144,588	130,527.69	106,975.99	7,480.04	5,891.28	90.28%
0301-00	Unemployment Insurance	0	125.00	3,113.00	0.00	0.00	
0306-00	Health Insurance	108,986	77,991.87	91,236.68	-570.60	10,199.02	71.56%
0308-00	Dental Insurance	8,786	8,830.80	9,124.00	1,805.40	966.00	100.51%
0309-00	Life Insurance	2,948	1,579.63	1,251.09	162.00	0.00	53.58%
0310-00	Accidental Death & Dismemberment Insurance	5,293	3,074.12	3,333.22	350.38	642.26	58.08%
0373-00	Vision Insurance	2,913	2,536.72	2,405.12	259.20	240.60	87.08%
	Total Employee Insurance	128,927	94,138.14	110,463.11	2,006.38	12,047.88	73.02%
0350	Workers Compensation - General	8,500	19,789.24	7,904.00	2,101.00	0.00	232.81%
	TOTAL SALARIES & EMPLOYEE BENEFITS	1,322,949	1,147,228.96	1,007,792.40	99,865.33	84,647.47	86.72%
0700-00	Communications - Telephone	4,000	3,383.06	3,138.06	0.00	289.26	84.58%
0700-01	Communications - Modem/Fax	8,400	4,799.14	6,016.40	979.61	623.32	57.13%
0700-02	Communications - Internet/Database	0	2,565.18	0.00	254.90	0.00	
0700-05	Communications - Cataloging & Acquisitions Vendor	600	0.00	2,155.00	0.00	215.50	0.00%
0700-07	Communications - ELLI Grant	0	0.00	0.00	0.00	0.00	
0700-08	Communications - Adult Literacy	1,400	870.40	1,165.73	126.89	81.67	62.17%
	Total Communications	14,400	11,617.78	12,475.19	1,361.40	1,209.75	80.68%
0900-00	Food - General Fund	600	822.81	484.11	127.66	57.73	137.14%
0900-07	Food - ELLI Grant	0	0.00	0.00	0.00	0.00	
0900-08	Food - Adult Literacy	500	4,169.05	513.62	0.00	196.48	833.81%
0090-09	Food - Families for Literacy	0	405.80	482.58	405.80	0.00	
	Total Food	1,100	5,397.66	1,480.31	533.46	254.21	490.70%

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
 (Prepared from the Orange County Auditor's Report)
 May 29, 2007

OBJECT CODE	DESCRIPTION	FY2006-2007 BUDGETED	FY2006-2007 YTD	FY2005-2006 YTD	FY2006-2007 APR 2007	FY2005-2006 APR 2006	FY2006-2007 % EXP BUD
1000-00	Household Expense	7,500	16,707.18	13,528.88	694.44	903.93	222.76%
1001-00	Trash	0	0.00		40.08		
	Household and Trash	7,500	16,707.18	5,000.00	734.52	903.93	
1100-00	Insurance - Liability	13,100	0.00	12,281.93	0.00	0.00	0.00%
1300-00	Maintenance of Equipment - General Fund (Other than Computer)	5,000	6,411.07	4,215.59	0.00	781.35	128.22%
1300-01	Maintenance of Equipment - General Fund (Computer)	27,500	33,487.03	18,540.00	11,825.56	0.00	121.77%
1300-07	Maintenance of Equipment - ELLI Grant	0	0.00	0.00	0.00	0.00	
1300-08	Maintenance of Equipment - Adult Literacy	500	1,048.50	(335.15)	0.00	(425.00)	209.70%
1300-09	Maintenance of Equipment - Families for Literacy	0	0.00	0.00	0.00	0.00	
	Total Maintenance of Equipment	33,000	40,946.60	22,420.44	11,825.56	356.35	124.08%
	HVAC	7,500	3,882.91	9,505.36	0.00	160.00	51.77%
	Carpet Cleaning	2,750	0.00	0.00	0.00	0.00	0.00%
	Groundskeeping, City of Placentia	27,500	13,581.74	19,624.99	0.00	1,402.24	49.39%
	Plumbing	3,000	1,004.26	3,653.15	372.68	0.00	33.48%
	Electrical	4,000	7,320.10	568.00	3,676.62	0.00	183.00%
	Cleaning Service	16,000	13,000.00	13,150.00	2,600.00	1,300.00	81.25%
	Locksmith	1,000	73.50	623.47	0.00	0.00	7.35%
	Other (Includes Fire Alarm & Extinguishers)	8,000	6,276.67	2,399.00	0.00	168.09	78.46%
1400-00	Total Maintenance of Building & Grounds	69,750	45,139.18	49,523.97	6,649.30	3,030.33	64.72%
1600-00	Memberships - General Fund	4,000	3,359.00	3,518.00	78.00	0.00	83.98%
1600-07	Memberships - ELLI Grant	0	0.00	0.00	0.00	0.00	
1600-08	Memberships - Adult Literacy	1,000	750.00	300.00	0.00	0.00	75.00%
1600-09	Memberships - Families for Literacy	0	0.00	150.00	0.00	0.00	
	Total Memberships	5,000	4,109.00	3,968.00	78.00	0.00	82.18%
1700-00	Miscellaneous Expense - General Fund	0	0.00	0.00	0.00	0.00	#DIV/0!
1700-07	Miscellaneous Expense - ELLI Grant	0	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	0.00	0.00	0.00	0.00	
	Total Miscellaneous Expense	22,953	0.00	0.00	0.00	0.00	0.00%

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
May 29, 2007

OBJECT CODE	DESCRIPTION	FY2006-2007 BUDGETED	FY2006-2007 YTD	FY2005-2006 YTD	FY2006-2007 APR 2007	FY2005-2006 APR 2006	FY2006-2007 % EXP BUD
1800-00	Library Supplies	23,000	16,732.52	20,129.21	1,966.86	1,779.36	72.75%
	Printing	15,000	7,622.01	9,743.72	1,217.93	1,743.46	50.81%
	[Unassigned]	0	0.00	217.00	0.00	0.00	
	Publications	1,100	74.97	947.57	0.00	267.30	6.82%
	Paper	700	0.00	523.35	0.00	0.00	0.00%
	Drinking Water Service	350	320.00	216.50	32.00	0.00	91.43%
	Other Office Supplies	20,000	9,279.12	18,281.86	1,062.98	1,174.50	46.40%
	Total Office Supply Expense - General Fund	60,150	34,028.62	50,059.21	4,279.77	4,964.62	56.57%
1800-07	ELLI Grant Supply Expense	0	0.00	0.00	0.00	0.00	
1800-00	Printing	2,000	1,086.25	4,666.90	961.26	1,266.27	54.31%
	Publications	2,500	519.45	0.00	0.00	0.00	20.78%
	Paper	0	0.00	0.00	0.00	0.00	
	Other Office Supplies	1,000	10,379.44	3,207.18	422.04	473.26	1037.94%
	Total Adult Literacy Office Supply Expense	5,500	11,985.14	7,874.08	1,383.30	1,739.53	217.91%
1800-09	Supply Expense Families for Literacy	2,000	0.00	0.00	0.00	0.00	0.00%
	Total Office Expense	67,650	46,013.76	57,933.29	5,663.07	6,704.15	68.02%
1803-00	Postage Expense - General Fund	6,800	5,009.16	5,824.81	1,018.44	1,290.91	73.66%
1803-01	Postage Expense - LSCA II Grant	0	0.00	0.00	0.00	0.00	
1803-08	Postage Expense - Adult Literacy	100	0.00	0.00	0.00	0.00	0.00%
1803-09	Postage Expense - Families for Literacy	0	0.00	0.00	0.00	0.00	
	Total Postage Expense	6,900	5,009.16	5,824.81	1,018.44	1,290.91	72.60%

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
 (Prepared from the Orange County Auditor's Report)
 May 29, 2007

OBJECT CODE	DESCRIPTION	FY2006-2007 BUDGETED	FY2006-2007 YTD	FY2005-2006 YTD	FY2006-2007 APR 2007	FY2005-2006 APR 2006	FY2006-2007 % EXP BUD
	Care Resources (Employee Assistance)	420	350.00	315.00	35.00	35.00	83.33%
	Pension Contribution & Operating Expenses	7,000	9,801.67	6,449.29	2,187.32	0.00	140.02%
	Anaheim Consortium Automated Library System	35,000	33,274.13	30,431.28	0.00	29,785.32	95.07%
	Library Board Consultants & Legal	10,000	10,278.91	9,261.28	6,172.96	0.00	102.79%
	Clipping Service	600	360.00	360.00	45.00	45.00	60.00%
	Interest Allocation & Tax Collection Charges by Orange County	9,800	13,338.47	1,038.57	1,383.06	38.57	136.11%
	Advertising (Including WEB Site)	6,000	3,885.00	3,654.40	150.00	270.00	64.75%
	Medical Exams	2,000	1,944.00	1,843.00	0.00	185.00	97.20%
	Collection Services - Accounts Receivable	2,000	1,270.65	1,226.15	143.20	313.25	63.53%
	Audit & Accounting Services	10,000	8,320.00	9,140.00	0.00	797.35	83.20%
	Payroll Preparation	5,500	2,891.26	4,148.96	445.13	236.01	52.57%
	Election Expenses	19,000	0.00	0.00	0.00	0.00	0.00%
	Staff Training in Library	3,500	0.00	0.00	0.00	0.00	0.00%
	Other (Includes Contract Storyteller)	16,000	11,717.87	27,881.27	900.00	1,342.50	73.24%
1900-00	Total Specialized Services - General Fund	126,820	97,431.96	95,749.20	11,461.67	33,048.00	76.83%
1900-01	Specialized Services - Spanish Literacy	3,000	4,220.37	2,204.62	0.00	626.10	140.68%
1900-07	Specialized Services - ELLI Grant	0	0.00	0.00	0.00	0.00	
1900-08	Specialized Services - Adult Literacy	9,000	12,302.78	12,105.50	2,025.00	2,225.00	136.70%
1900-09	Specialized Services - Families for Literacy	0	0.00	0.00	0.00	0.00	
1900-18	Tax Collection Services & Fees by Orange County	15,000	6,658.34	3,290.69	6,495.40	902.40	44.39%
	Total Specialized Services	153,820	120,613.45	113,350.01	19,982.07	36,801.50	78.41%
1912-00	Investment Administrative fees for Orange County	1,000	2,539.61	679.21	85.19	87.69	253.96%
2000-00	Legal Notices - General Fund	1,000	517.72	0.00	0.00	0.00	51.77%
2000-01	Legal Notices - LSCA II Grant	0	0.00	0.00	0.00	0.00	
	Total Legal Notices	1,000	517.72	0.00	0.00	0.00	51.77%

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

May 29, 2007

OBJECT CODE	DESCRIPTION	FY2006-2007 BUDGETED	FY2006-2007 YTD	FY2005-2006 YTD	FY2006-2007 APR 2007	FY2005-2006 APR 2006	FY2006-2007 % EXP BUD
2100-00	Rents/Leases-Equipment	31,700	1,003.81	639.28	29.00	154.09	3.17%
2200-00	Semi-Annual Bond Payment & Quarterly Energy Loan Payment	105,000	118,731.08	28,179.20	7,044.80	7,044.80	113.08%
2300-00	Small Tools/Instruments	0	0.00	0.00	0.00	0.00	
2400-00	Special Department Expense - Miscellaneous	0	3,500.44	26.47	0.00	0.00	
2400-01	Special Department Expense- Books	223,816	72,542.31	61,054.83	5,950.00	14,972.42	
2400-02	Special Department Expense - Video		28,012.82	2,259.54	5,160.46	0.00	
2400-03	Special Department Expense - Electronic		36,551.74	9,061.91	0.00	14,171.10	
2400-04	Special Department Expense - Periodicals		6,376.80	8,362.83	0.00	(1,496.00)	
2400-05	Special Department Expense - Audio		22,021.66	13,662.09	2,425.14	1,268.12	
2400-07	Special Department Expense - ELLI Grant		0.00	0.00	0.00	0.00	
2400-08	Special Department Expense - Adult Literacy	2,000	1,922.71	8,317.47	77.47	0.00	96.14%
2400-09	Special Department Expense - Families for Literacy		0.00	0.00	0.00	0.00	
	Total Special Department Expense	225,816	170,928.48	102,745.14	13,613.07	28,915.64	75.69%
2600-00	Transportation/Travel - Local Mileage	0	1,857.58	0.00	245.32	0.00	
2700-00	Transportation/Travel - Meetings, Staff Out of Town	8,500	9,108.47	3,513.05	1,719.15	707.68	107.16%
2700-01	Transportation/Travel - Meetings, Staff Local	10,000	6,840.78	10,390.70	44.00	383.20	68.41%
2700-02	Transportation/Travel - Meetings, Board Out of Town	3,000	1,394.70	0.00	0.00	0.00	46.49%
2700-03	Transportation/Travel - Meetings, Board Local	750	1,058.71	964.00	84.00	84.00	141.16%
2700-04	Transportation/Travel - Meetings, LSCA II Grant	0	0.00	0.00	0.00	0.00	#DIV/0!
2700-07	Transportation/Travel - Meetings, ELLI Grant	0	0.00	0.00	0.00	0.00	
2700-08	Transportation/Travel - Meetings - Adult Literacy	1,000	592.40	646.93	10.00	212.00	
2700-09	Transportation/Travel - Meetings - Families for Literacy	0	0.00	0.00	0.00	0.00	
	Total Transportation/Travel - Meetings	23,250	18,995.06	15,514.68	1,857.15	1,386.88	81.70%
2801-00	Electricity	50,000	50,718.17	35,046.01	0.00	2,772.36	101.44%
2802-00	Gas	11,000	6,682.20	9,009.40	619.28	1,327.18	60.75%
2803-00	Water	5,500	5,135.69	3,921.88	250.35	232.60	93.38%
	Total Utilities	66,500	62,536.06	47,977.29	869.63	4,332.14	94.04%
	TOTAL SUPPLIES & SERVICES	849,439	672,970.97	488,521.63	71,589.98	92,472.37	79.23%

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
May 29, 2007

OBJECT CODE	DESCRIPTION	FY2006-2007 BUDGETED	FY2006-2007 YTD	FY2005-2006 YTD	FY2006-2007 APR 2007	FY2005-2006 APR 2006	FY2006-2007 % EXP BUD
3700-00	Taxes, Assessments (Sales Tax & Sewer Assessment)	10,000	5,408.91	8,893.70	0.00	669.19	54.09%
4000-00	Equipment - General Fund	56,700	89,529.86	17,305.68	3,012.34	941.39	157.90%
4000-07	Equipment - ELLI Grant	0	0.00	0.00	0.00	0.00	
4000-08	Equipment - Adult Literacy	0	0.00	4,547.76	0.00	0.00	
4000-09	Equipment - Families for Literacy	0	0.00	0.00	0.00	0.00	
4000-11	Equipment - County Assigned Fund	0	0.00	0.00	0.00	0.00	
	Total Equipment	56,700	89,529.86	21,853.44	3,012.34	941.39	157.90%
4200-00	Structures/Improvements		0.00	0.00	0.00	0.00	
	TOTAL EQUIPMENT EXPENSE	56,700	89,529.86	21,853.44	3,012.34	941.39	157.90%
5200	PROVISION FOR CONTINGENCIES	0	0.00	0.00	0.00	0.00	
5600	INVESTMENT POOL LOSS	0	0.00	0.00	0.00	0.00	
	TOTAL EXPENSES	2,239,088	1,915,138.70	1,527,061.17	174,467.65	178,730.42	85.53%
	Spanish Literacy	3,000	4,220.37	2,204.62	0.00	626.10	140.68%
	ELLI Grant Summary Object Code 07	0	0.00	0.00	0.00	0.00	
	CLC Summary Object Code 08	43,953	33,640.98	35,135.94	3,622.66	4,029.68	76.54%
	FFL Grant Summary Object Code 09	2,000	405.80	632.58	405.80	0.00	20.29%
	TOTAL LITERACY (Excluding Personnel)	48,953	38,267.15	37,973.14	4,028.46	4,655.78	78.17%

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05/23/07
Accrual Basis

Placentia Library District
Balance Sheet
As of April 30, 2007

	<u>Apr 30, 07</u>
ASSETS	
Current Assets	
Checking/Savings	
County Exempt - Checking	20,989.65
County Exempt - Savings	14,212.81
General Fund - Checking	7,971.12
General Fund - Savings	35,508.79
Literacy Fund - Savings	13,593.26
Payroll Checking - Wells Fargo	60,122.05
Payroll Checking (CDs)	
0028205565	23,624.58
Total Payroll Checking (CDs)	<u>23,624.58</u>
Total Checking/Savings	<u>176,022.26</u>
Total Current Assets	176,022.26
Fixed Assets	
Building and Improvements	2,029,651.00
Equipment and Furniture	626,490.00
Land	81,498.00
xAccum Depr Bldg Impr	-914,597.00
xxAccum Depr Equip Furn	-584,086.00
Total Fixed Assets	<u>1,238,956.00</u>
TOTAL ASSETS	<u><u>1,414,978.26</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Curr Portion capital lease	20,231.00
Curr Portion La Salle	94,952.00
Union Dues Payable	1,496.00
Total Other Current Liabilities	<u>116,679.00</u>
Total Current Liabilities	116,679.00
Long Term Liabilities	
Capital lease payable	147,971.62
LaSalle renovatio lease	144,932.12
Total Long Term Liabilities	<u>292,903.74</u>
Total Liabilities	409,582.74
Equity	
GF 707 Lease payments/loan	72,448.09
Investment in capital assets	825,653.00
Retained Earnings	-36,164.62
Total Capital	68,737.80
Net Income	74,721.25
Total Equity	<u>1,005,395.52</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,414,978.26</u></u>

*As required by Government Code Section 53646(b)(1):
The Placentia Library District is in compliance with its investment policy,
The Placentia Library District meets its expenditure requirements through June 30, 2007,
The Placentia Library District investment accounts are held by California National Bank.*

10:55 AM
05/23/07
Accrual Basis

Placentia Library District
Profit & Loss by Class
July 2006 through April 2007

	County Exempt Fund	General Fund	Literacy Fund	Payroll Fund	TOTAL
Ordinary Income/Expense					
Income					
COE Deposit Adjustment Income	30.00	0.00	0.00	0.00	30.00
COE Directors Fund (Friends)	1,886.10	0.00	0.00	0.00	1,886.10
COE Friends Adult Programming	1,000.00	0.00	0.00	0.00	1,000.00
COE Interest	87.76	0.00	0.00	0.00	87.76
COE Life Insur Suplmt(EDM)	438.68	0.00	0.00	0.00	438.68
COE Meeting Room Income	4,400.00	0.00	0.00	0.00	4,400.00
COE Passport Chck Reimbursement	75,323.04	0.00	0.00	0.00	75,323.04
COE Staff Appreciation Reimb	140.00	0.00	0.00	0.00	140.00
COE Test Proctoring Income	1,464.30	0.00	0.00	0.00	1,464.30
GF Bankcard Deposit	0.00	96,960.19	0.00	0.00	96,960.19
GF Book/Materials Income	0.00	4,506.99	0.00	0.00	4,506.99
GF Cash Register - Audio Visual	0.00	109.20	0.00	0.00	109.20
GF Cash Register - Childrens	0.00	426.00	0.00	0.00	426.00
GF Cash Register - Copy/Debit	0.00	2,574.09	0.00	0.00	2,574.09
GF Cash Register - Fines	0.00	14,985.25	0.00	0.00	14,985.25
GF Cash Register - Lost Items	0.00	2,404.01	0.00	0.00	2,404.01
GF Cash Register - Misc.	0.00	1,235.67	0.00	0.00	1,235.67
GF cash register - Passport Pho	0.00	24,258.00	0.00	0.00	24,258.00
GF Cash Register - Reserves	0.00	1,458.74	0.00	0.00	1,458.74
GF Copier coinbox	0.00	628.90	0.00	0.00	628.90
GF County Reimbursements	0.00	19,835.02	0.00	0.00	19,835.02
GF Deposit Correction Income	0.00	18,819.54	0.00	0.00	18,819.54
GF Fed Work Study Reimbursement	0.00	70,665.25	0.00	0.00	70,665.25
GF Interest	0.00	200.09	0.00	0.00	200.09
GF Miscellaneous Income	0.00	41,312.72	0.00	0.00	41,312.72
GF Non Government Grant	0.00	10.00	0.00	0.00	10.00
GF Notary	0.00	2,900.00	0.00	0.00	2,900.00
GF Passport Revenue	0.00	165,658.27	0.00	0.00	165,658.27
GF Special Grants	0.00	12,500.00	0.00	0.00	12,500.00
GF State Library Grants	0.00	95,988.00	0.00	0.00	95,988.00
GF State Library Reimbursements	0.00	23,865.57	0.00	0.00	23,865.57
GF Typewriter Income	0.00	8.40	0.00	0.00	8.40
LIT Donations	0.00	0.00	1,967.00	0.00	1,967.00
LIT Interest Inc - Savings	0.00	0.00	83.72	0.00	83.72
PA Interest Inc - CD's	0.00	0.00	0.00	302.80	302.80
PA Wire Transfer from County	0.00	0.00	0.00	1,038,284.00	1,038,284.00
Total Income	84,769.88	601,309.90	2,050.72	1,038,586.80	1,726,717.30
Expense					
COE Bank fees	62.25	0.00	0.00	0.00	62.25
COE Childn's Strytime (Friends)	91.64	0.00	0.00	0.00	91.64
COE Childn's Summer Rdng Prgm	1,411.59	0.00	0.00	0.00	1,411.59
COE Children's Camp Library	515.63	0.00	0.00	0.00	515.63
COE Friend's Director's Fund	944.91	0.00	0.00	0.00	944.91
COE Friends Adlt Prgrm Expense	1,819.23	0.00	0.00	0.00	1,819.23
COE Life Insurance payment	1,303.90	0.00	0.00	0.00	1,303.90
COE Medical Reimbursement Polic	2,757.28	0.00	0.00	0.00	2,757.28
COE Meeting Room Maintenance	2,954.96	0.00	0.00	0.00	2,954.96
COE Meetings & Special Events	29.65	0.00	0.00	0.00	29.65
COE Miscellaneous Expense	5.00	0.00	0.00	0.00	5.00
COE Office Expense	202.61	0.00	0.00	0.00	202.61
COE Passport Expenses	71,642.08	0.00	0.00	0.00	71,642.08
COE Staff Appreciation	906.11	0.00	0.00	0.00	906.11
GF Bank Fees	0.00	5.00	0.00	0.00	5.00
GF Bank Return Check Item/Fees	0.00	193.60	0.00	0.00	193.60
GF Bankcard Service Charge	0.00	3,748.50	0.00	0.00	3,748.50
GF Deposit Correction	0.00	2.00	0.00	0.00	2.00
GF Education Assistance Policy	0.00	1,039.22	0.00	0.00	1,039.22
GF Equipment (400)	0.00	4,501.11	0.00	0.00	4,501.11
GF Food	0.00	1,613.07	0.00	0.00	1,613.07
GF Household Expenses	0.00	170.77	0.00	0.00	170.77
GF Library Materials - Audio V	0.00	20.00	0.00	0.00	20.00
GF Library Materials (books)	0.00	449.19	0.00	0.00	449.19
GF Library Supplies	0.00	194.52	0.00	0.00	194.52
GF Literacy	0.00	3,462.55	0.00	0.00	3,462.55
GF Memberships	0.00	415.00	0.00	0.00	415.00
GF Miscellaneous	0.00	0.00	0.00	0.00	0.00
GF Office Expense	0.00	1,055.44	0.00	0.00	1,055.44
GF Postage	0.00	26.85	0.00	0.00	26.85
GF Printing	0.00	80.91	0.00	0.00	80.91
GF Prof & Spec Services	0.00	1,122.49	0.00	0.00	1,122.49
GF Refund	0.00	140.73	0.00	0.00	140.73
GF Taxes & Fees (370)	0.00	771.00	0.00	0.00	771.00
GF Transfer to COE	0.00	63,816.94	0.00	0.00	63,816.94
GF Transfer to GF Savings	0.00	12,436.58	0.00	0.00	12,436.58
GF Transfers to County	0.00	462,895.97	0.00	0.00	462,895.97
GF Travel Literacy	0.00	205.00	0.00	0.00	205.00
GF Travel Staff	0.00	5,146.48	0.00	0.00	5,146.48
GF Travel Trustees	0.00	389.00	0.00	0.00	389.00
PA Bank fees	0.00	0.00	0.00	25.00	25.00
PA Empl 457 Plan Contribution	0.00	0.00	0.00	85,509.94	85,509.94
PA Employee 125 Co-Pay	0.00	0.00	0.00	3,908.66	3,908.66
PA Employee Life Insurance	0.00	0.00	0.00	398.80	398.80
PA Payroll Taxes	0.00	0.00	0.00	221,844.39	221,844.39

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05/23/07

Accrual Basis

Placentia Library District
Profit & Loss by Class
July 2006 through April 2007

	<u>County Exempt Fund</u>	<u>General Fund</u>	<u>Literacy Fund</u>	<u>Payroll Fund</u>	<u>TOTAL</u>
PA Salaries	0.00	0.00	0.00	667,833.12	667,833.12
PA Transfer to Savings	0.00	0.00	0.00	23,927.38	23,927.38
Total Expense	84,646.84	563,901.92	0.00	1,003,447.29	1,651,996.05
Net Ordinary Income	123.04	37,407.98	2,050.72	35,139.51	74,721.25
Net Income	123.04	37,407.98	2,050.72	35,139.51	74,721.25

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Placentia Library District Reconciliation Detail

County Exempt - Checking, Period Ending 04/30/2007

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						11,214.49
Cleared Transactions						
Checks and Payments - 121 items						
Check	3/8/2007	6993	U.S. Department of ...	X	-67.00	-67.00
Check	3/8/2007	6994	U.S. Department of ...	X	-28.80	-95.80
Check	3/8/2007	6992	U.S. Department of ...	X	-104.00	-199.80
Check	3/8/2007	6991	U.S. Department of ...	X	-67.00	-266.80
Check	3/10/2007	7005	U.S. Department of ...	X	-67.00	-333.80
Check	3/10/2007	7003	U.S. Department of ...	X	-67.00	-400.80
Check	3/10/2007	6999	U.S. Department of ...	X	-67.00	-467.80
Check	3/10/2007	7000	U.S. Department of ...	X	-134.00	-601.80
Check	3/10/2007	7002	U.S. Department of ...	X	-52.00	-653.80
Check	3/12/2007	7007	U.S. Department of ...	X	-52.00	-705.80
Check	3/13/2007	7010	U.S. Department of ...	X	-67.00	-772.80
Check	3/13/2007	7011	U.S. Department of ...	X	-67.00	-839.80
Check	3/14/2007	7012	U.S. Department of ...	X	-67.00	-906.80
Check	3/15/2007	7016	U.S. Department of ...	X	-134.00	-1,040.80
Check	3/15/2007	7020	U.S. Department of ...	X	-119.00	-1,159.80
Check	3/15/2007	7019	U.S. Department of ...	X	-67.00	-1,226.80
Check	3/15/2007	7018	U.S. Department of ...	X	-67.00	-1,293.80
Check	3/15/2007	7017	U.S. Department of ...	X	-253.00	-1,546.80
Check	3/17/2007	7028	U.S. Department of ...	X	-52.00	-1,598.80
Check	3/17/2007	7029	U.S. Department of ...	X	-67.00	-1,665.80
Check	3/17/2007	7025	U.S. Department of ...	X	-67.00	-1,732.80
Check	3/17/2007	7024	U.S. Department of ...	X	-67.00	-1,799.80
Check	3/17/2007	7023	U.S. Department of ...	X	-119.00	-1,918.80
Check	3/17/2007	7021	U.S. Department of ...	X	-186.00	-2,104.80
Check	3/17/2007	7027	U.S. Department of ...	X	-208.00	-2,312.80
Check	3/19/2007	7037	U.S. Department of ...	X	-104.00	-2,416.80
Check	3/19/2007	7036	U.S. Department of ...	X	-67.00	-2,483.80
Check	3/19/2007	7034	U.S. Department of ...	X	-127.00	-2,610.80
Check	3/19/2007	7033	U.S. Department of ...	X	-127.00	-2,737.80
Check	3/19/2007	7032	U.S. Department of ...	X	-67.00	-2,804.80
Check	3/19/2007	7031	U.S. Department of ...	X	-119.00	-2,923.80
Check	3/19/2007	7030	U.S. Department of ...	X	-67.00	-2,990.80
Check	3/19/2007	7035	U.S. Department of ...	X	-67.00	-3,057.80
Check	3/19/2007	7038	U.S. Department of ...	X	-67.00	-3,124.80
Check	3/20/2007	7038	U.S. Department of ...	X	-67.00	-3,191.80
Check	3/21/2007	7044	U.S. Department of ...	X	-67.00	-3,258.80
Check	3/22/2007	7047	U.S. Department of ...	X	-67.00	-3,325.80
Check	3/22/2007	7049	U.S. Department of ...	X	-67.00	-3,392.80
Check	3/22/2007	7054	U.S. Department of ...	X	-67.00	-3,459.80
Check	3/22/2007	7053	U.S. Department of ...	X	-67.00	-3,526.80
Check	3/22/2007	7050	U.S. Department of ...	X	-134.00	-3,660.80
Check	3/22/2007	7048	U.S. Department of ...	X	-67.00	-3,727.80
Check	3/24/2007	7057	U.S. Department of ...	X	-67.00	-3,794.80
Check	3/24/2007	7058	U.S. Department of ...	X	-52.00	-3,846.80
Check	3/26/2007	7063	U.S. Department of ...	X	-104.00	-3,950.80
Check	3/26/2007	7060	U.S. Department of ...	X	-104.00	-4,054.80
Check	3/26/2007	7061	U.S. Department of ...	X	-67.00	-4,121.80
Check	3/26/2007	7062	U.S. Department of ...	X	-104.00	-4,225.80
Check	3/26/2007	7064	U.S. Department of ...	X	-67.00	-4,292.80
Check	3/27/2007	7072	U.S. Department of ...	X	-67.00	-4,359.80
Check	3/27/2007	7070	U.S. Department of ...	X	-67.00	-4,426.80
Check	3/27/2007	7069	U.S. Department of ...	X	-127.00	-4,553.80
Check	3/27/2007	7068	U.S. Department of ...	X	-239.00	-4,792.80
Check	3/27/2007	7067	U.S. Department of ...	X	-238.00	-5,030.80
Check	3/27/2007	7071	U.S. Department of ...	X	-67.00	-5,097.80
Check	3/28/2007	7077	U.S. Department of ...	X	-67.00	-5,164.80
Check	3/28/2007	7073	U.S. Department of ...	X	-67.00	-5,231.80
Check	3/28/2007	7076	U.S. Department of ...	X	-52.00	-5,283.80
Check	3/28/2007	7075	U.S. Department of ...	X	-238.00	-5,521.80
Check	3/28/2007	7074	U.S. Department of ...	X	-127.00	-5,648.80
Check	3/28/2007	7078	U.S. Department of ...	X	-67.00	-5,715.80
Check	3/28/2007	7079	U.S. Department of ...	X	-67.00	-5,782.80
Check	3/29/2007	7084	U.S. Department of ...	X	-351.00	-6,133.80
Check	3/29/2007	7082	U.S. Department of ...	X	-119.00	-6,252.80
Check	3/29/2007	7081	U.S. Department of ...	X	-127.00	-6,379.80
Check	3/29/2007	7080	U.S. Department of ...	X	-134.00	-6,513.80

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Placentia Library District Reconciliation Detail

County Exempt - Checking, Period Ending 04/30/2007

Type	Date	Num	Name	Clr	Amount	Balance	
Check	3/29/2007	7083	U.S. Department of ...	X	-254.00	-6,700.80	
Check	3/31/2007	7090	U.S. Department of ...	X	-127.00	-6,827.80	
Check	3/31/2007	7087	U.S. Department of ...	X	-112.00	-6,939.80	
Check	3/31/2007	7091	Caroline Gurkweitz	X	-50.00	-6,989.80	
Check	3/31/2007	7088	U.S. Department of ...	X	-67.00	-7,056.80	
Check	4/2/2007	7094	U.S. Department of ...	X	-67.00	-7,123.80	
Check	4/2/2007	7096	U.S. Department of ...	X	-112.00	-7,235.80	
Check	4/2/2007	7093	U.S. Department of ...	X	-119.00	-7,354.80	
Check	4/2/2007	7092	U.S. Department of ...	X	-52.00	-7,406.80	
Check	4/2/2007	7097	U.S. Department of ...	X	-127.00	-7,533.80	
Check	4/3/2007	7099	U.S. Department of ...	X	-112.00	-7,645.80	
Check	4/4/2007	7105	Estella A. Wnek	X	-15.00	-7,660.80	
Check	4/4/2007	7102	Vernon Napier	X	-405.00	-8,065.80	
Check	4/4/2007	7103	Mary Strazdas	X	-60.00	-8,125.80	
Check	4/4/2007	7104	Mary Strazdas	X	-219.55	-8,345.35	
Check	4/7/2007	7115	U.S. Department of ...	X	-127.00	-8,472.35	
Check	4/9/2007	7116	U.S. Department of ...	X	-127.00	-8,599.35	
Check	4/10/2007	7117	U.S. Department of ...	X	-127.00	-8,726.35	
Check	4/11/2007	7120	U.S. Department of ...	X	-127.00	-8,853.35	
Check	4/12/2007	7127	U.S. Department of ...	X	-112.00	-8,965.35	
Check	4/12/2007	7125	U.S. Department of ...	X	-254.00	-9,219.35	
Check	4/12/2007	7124	U.S. Department of ...	X	-60.00	-9,279.35	
Check	4/12/2007	7131	U.S. Department of ...	X	-127.00	-9,406.35	
Check	4/12/2007	7132	U.S. Department of ...	X	-127.00	-9,533.35	
Check	4/12/2007	7123	U.S. Department of ...	X	-127.00	-9,660.35	
Check	4/12/2007	7121	Stater Bros.	X	-22.01	-9,682.36	
Check	4/12/2007	7122	U.S. Department of ...	X	-127.00	-9,809.36	
Check	4/14/2007	7135	U.S. Department of ...	X	-127.00	-9,936.36	
Check	4/14/2007	7134	U.S. Department of ...	X	-127.00	-10,063.36	
Check	4/17/2007	7157	U.S. Department of ...	X	-127.00	-10,190.36	
Check	4/17/2007	7156	U.S. Department of ...	X	-127.00	-10,317.36	
Check	4/17/2007	7146	U.S. Department of ...	X	-127.00	-10,444.36	
Check	4/17/2007	7153	U.S. Department of ...	X	-254.00	-10,571.36	
Check	4/17/2007	7152	U.S. Department of ...	X	-127.00	-10,698.36	
Check	4/17/2007	7150	U.S. Department of ...	X	-127.00	-10,825.36	
Check	4/17/2007	7151	U.S. Department of ...	X	-127.00	-10,952.36	
Check	4/18/2007	7166	U.S. Department of ...	X	-127.00	-11,079.36	
Check	4/18/2007	7167	U.S. Department of ...	X	-127.00	-11,206.36	
Check	4/18/2007	7164	U.S. Department of ...	X	-127.00	-11,333.36	
Check	4/18/2007	7165	U.S. Department of ...	X	-112.00	-11,445.36	
Check	4/18/2007	7169	U.S. Department of ...	X	-127.00	-11,572.36	
Check	4/18/2007	7170	U.S. Department of ...	X	-112.00	-11,684.36	
Check	4/18/2007	7171	U.S. Department of ...	X	-224.00	-11,908.36	
Check	4/19/2007	7172	U.S. Department of ...	X	-126.40	-12,034.76	
Check	4/19/2007	7173	U.S. Department of ...	X	-141.40	-12,176.16	
Check	4/21/2007	7180	U.S. Department of ...	X	-127.00	-12,303.16	
Check	4/21/2007	7176	U.S. Department of ...	X	-112.00	-12,415.16	
Check	4/21/2007	7179	U.S. Department of ...	X	-254.00	-12,669.16	
Check	4/23/2007	7183	U.S. Department of ...	X	-127.00	-12,796.16	
Check	4/23/2007	7189	U.S. Department of ...	X	-127.00	-12,923.16	
Check	4/24/2007	7192	U.S. Department of ...	X	-224.00	-13,147.16	
Check	4/25/2007	7197	U.S. Department of ...	X	-127.00	-13,274.16	
Check	4/25/2007	7196	U.S. Department of ...	X	-127.00	-13,401.16	
Check	4/25/2007	7195	U.S. Department of ...	X	-127.00	-13,528.16	
Check	4/25/2007	7194	U.S. Department of ...	X	-112.00	-13,640.16	
Check	4/30/2007		Bank of the West	X	-12.00	-13,652.16	
Check	4/30/2007		Bank of the West	X	-4.75	-13,656.91	
Total Checks and Payments						-13,656.91	-13,656.91

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**Placentia Library District
Reconciliation Detail
County Exempt - Checking, Period Ending 04/30/2007**

Type	Date	Num	Name	Clr	Amount	Balance
Deposits and Credits - 32 items						
Deposit	4/3/2007			X	52.00	52.00
Deposit	4/3/2007			X	291.00	343.00
Deposit	4/3/2007			X	298.00	641.00
Deposit	4/4/2007			X	141.40	782.40
Deposit	4/5/2007			X	194.00	976.40
Deposit	4/7/2007			X	134.00	1,110.40
Deposit	4/9/2007			X	851.00	1,961.40
Deposit	4/9/2007			X	18,819.54	20,780.94
Deposit	4/10/2007			X	179.00	20,959.94
Check	4/10/2007	7119	Quizno's	X	0.00	20,959.94
Deposit	4/10/2007			X	417.00	21,376.94
Deposit	4/11/2007			X	2,678.00	24,054.94
Deposit	4/12/2007			X	194.00	24,248.94
Deposit	4/14/2007			X	156.00	24,404.94
Check	4/14/2007	7140	Life of the Party	X	0.00	24,404.94
Deposit	4/16/2007			X	87.00	24,491.94
Deposit	4/16/2007			X	127.00	24,618.94
Check	4/17/2007	7148	U.S. Department of ...	X	0.00	24,618.94
Deposit	4/17/2007			X	373.00	24,991.94
Deposit	4/21/2007			X	366.00	25,357.94
Deposit	4/21/2007			X	3,000.00	28,357.94
Deposit	4/21/2007			X	350.00	28,707.94
Deposit	4/21/2007			X	334.80	29,042.74
Deposit	4/23/2007			X	484.00	29,526.74
Deposit	4/23/2007			X	283.00	29,809.74
Deposit	4/25/2007			X	291.00	30,100.74
Deposit	4/26/2007			X	127.00	30,227.74
Check	4/26/2007	7205	U.S. Department of ...	X	0.00	30,227.74
Deposit	4/26/2007			X	500.00	30,727.74
Deposit	4/28/2007			X	193.00	30,920.74
Deposit	4/30/2007			X	291.00	31,211.74
Deposit	4/30/2007			X	596.00	31,807.74
Total Deposits and Credits					31,807.74	31,807.74
Total Cleared Transactions					18,150.83	18,150.83
Cleared Balance					18,150.83	29,365.32
Uncleared Transactions						
Checks and Payments - 87 items						
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	11/1/2006	6682	Elizabeth D Minter		-15.00	-267.47
Check	12/31/2006	6809	Estella A. Wnek		-15.00	-282.47
Check	2/7/2007	6886	Dylan Oberbeck		-50.00	-332.47
Check	3/29/2007	7085	U.S. Department of ...		-67.00	-399.47
Check	3/29/2007	7086	U.S. Department of ...		-67.00	-466.47
Check	3/31/2007	7089	U.S. Department of ...		-67.00	-533.47
Check	4/2/2007	7095	U.S. Department of ...		-67.00	-600.47
Check	4/3/2007	7098	U.S. Department of ...		-67.00	-667.47
Check	4/4/2007	7100	U.S. Department of ...		-104.00	-771.47
Check	4/5/2007	7110	U.S. Department of ...		-67.00	-838.47
Check	4/5/2007	7106	U.S. Department of ...		-67.00	-905.47
Check	4/5/2007	7107	U.S. Department of ...		-127.00	-1,032.47
Check	4/5/2007	7108	U.S. Department of ...		-67.00	-1,099.47
Check	4/5/2007	7109	U.S. Department of ...		-67.00	-1,166.47
Check	4/7/2007	7113	U.S. Department of ...		-67.00	-1,233.47
Check	4/7/2007	7114	U.S. Department of ...		-238.00	-1,471.47
Check	4/7/2007	7111	U.S. Department of ...		-67.00	-1,538.47
Check	4/7/2007	7112	U.S. Department of ...		-52.00	-1,590.47
Check	4/10/2007	7118	U.S. Department of ...		-52.00	-1,642.47
Check	4/12/2007	7133	U.S. Department of ...		-119.00	-1,761.47
Check	4/12/2007	7126	U.S. Department of ...		-67.00	-1,828.47
Check	4/12/2007	7128	U.S. Department of ...		-67.00	-1,895.47
Check	4/12/2007	7129	U.S. Department of ...		-67.00	-1,962.47

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Placentia Library District Reconciliation Detail

County Exempt - Checking, Period Ending 04/30/2007

Type	Date	Num	Name	Clr	Amount	Balance
Check	4/12/2007	7132	U.S. Department of ...		-104.00	-2,066.47
Check	4/12/2007	7130	U.S. Department of ...		-52.00	-2,118.47
Check	4/14/2007	7139	U.S. Department of ...		-171.00	-2,289.47
Check	4/14/2007	7138	U.S. Department of ...		-67.00	-2,356.47
Check	4/14/2007	7136	U.S. Department of ...		-67.00	-2,423.47
Check	4/14/2007	7137	U.S. Department of ...		-67.00	-2,490.47
Check	4/16/2007	7145	Dana Hunter		-75.00	-2,565.47
Check	4/16/2007	7144	U.S. Department of ...		-351.00	-2,916.47
Check	4/16/2007	7143	U.S. Department of ...		-27.00	-2,943.47
Check	4/16/2007	7141	U.S. Department of ...		-52.00	-2,995.47
Check	4/16/2007	7142	U.S. Department of ...		-52.00	-3,047.47
Check	4/17/2007	7155	U.S. Department of ...		-67.00	-3,114.47
Check	4/17/2007	7154	U.S. Department of ...		-67.00	-3,181.47
Check	4/17/2007	7147	U.S. Department of ...		-67.00	-3,248.47
Check	4/17/2007	7149	U.S. Department of ...		-67.00	-3,315.47
Check	4/18/2007	7159	U.S. Department of ...		-141.40	-3,456.87
Check	4/18/2007	7162	U.S. Department of ...		-67.00	-3,523.87
Check	4/18/2007	7168	U.S. Department of ...		-119.00	-3,642.87
Check	4/18/2007	7161	U.S. Department of ...		-156.00	-3,798.87
Check	4/18/2007	7160	U.S. Department of ...		-67.00	-3,865.87
Check	4/19/2007	7174	U.S. Department of ...		-67.00	-3,932.87
Check	4/21/2007	7178	U.S. Department of ...		-171.00	-4,103.87
Check	4/21/2007	7181	U.S. Department of ...		-186.00	-4,289.87
Check	4/21/2007	7177	U.S. Department of ...		-104.00	-4,393.87
Check	4/21/2007	7175	U.S. Department of ...		-67.00	-4,460.87
Check	4/21/2007	7182	U.S. Department of ...		-52.00	-4,512.87
Check	4/23/2007	7184	U.S. Department of ...		-104.00	-4,616.87
Check	4/23/2007	7185	U.S. Department of ...		-52.00	-4,668.87
Check	4/23/2007	7187	U.S. Department of ...		-67.00	-4,735.87
Check	4/23/2007	7186	U.S. Department of ...		-201.00	-4,936.87
Check	4/23/2007	7188	U.S. Department of ...		-67.00	-5,003.87
Check	4/24/2007	7191	U.S. Department of ...		-52.00	-5,055.87
Check	4/24/2007	7190	U.S. Department of ...		-67.00	-5,122.87
Check	4/25/2007	7193	U.S. Department of ...		-67.00	-5,189.87
Check	4/26/2007	7204	U.S. Department of ...		-67.00	-5,256.87
Check	4/26/2007	7202	U.S. Department of ...		-127.00	-5,383.87
Check	4/26/2007	7206	U.S. Department of ...		-134.00	-5,517.87
Check	4/26/2007	7201	U.S. Department of ...		-127.00	-5,644.87
Check	4/26/2007	7200	U.S. Department of ...		-67.00	-5,711.87
Check	4/26/2007	7199	U.S. Department of ...		-141.40	-5,853.27
Check	4/26/2007	7198	U.S. Department of ...		-104.00	-5,957.27
Check	4/26/2007	7203	U.S. Department of ...		-126.40	-6,083.67
Check	4/28/2007	7213	U.S. Department of ...		-119.00	-6,202.67
Check	4/28/2007	7212	U.S. Department of ...		-67.00	-6,269.67
Check	4/28/2007	7211	U.S. Department of ...		-104.00	-6,373.67
Check	4/28/2007	7210	U.S. Department of ...		-127.00	-6,500.67
Check	4/28/2007	7208	U.S. Department of ...		-127.00	-6,627.67
Check	4/28/2007	7207	U.S. Department of ...		-52.00	-6,679.67
Check	4/28/2007	7209	U.S. Department of ...		-127.00	-6,806.67
Check	4/30/2007	7214	U.S. Department of ...		-67.00	-6,873.67
Check	4/30/2007	7215	U.S. Department of ...		-127.00	-7,000.67
Check	4/30/2007	7216	U.S. Department of ...		-366.00	-7,366.67
Check	4/30/2007	7217	U.S. Department of ...		-112.00	-7,478.67
Check	4/30/2007	7218	U.S. Department of ...		-112.00	-7,590.67
Check	4/30/2007	7219	U.S. Department of ...		-67.00	-7,657.67
Check	4/30/2007	7220	U.S. Department of ...		-67.00	-7,724.67
Check	4/30/2007	7221	U.S. Department of ...		-104.00	-7,828.67
Check	4/30/2007	7222	U.S. Department of ...		-238.00	-8,066.67
Check	4/30/2007	7223	U.S. Department of ...		-127.00	-8,193.67
Check	4/30/2007	7224	U.S. Department of ...		-127.00	-8,320.67
Check	4/30/2007	7225	U.S. Department of ...		-112.00	-8,432.67
Total Checks and Payments					-8,432.67	-8,432.67

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**Placentia Library District
Reconciliation Detail
County Exempt - Checking, Period Ending 04/30/2007**

Type	Date	Num	Name	Clr	Amount	Balance
Deposits and Credits - 4 items						
Deposit	12/2/2006				30.00	30.00
Check	3/6/2007	6982	Ralph's		0.00	30.00
Check	3/6/2007	6981	Christopher's Flowers		0.00	30.00
Check	3/8/2007	6996	U.S. Department of ...		0.00	30.00
Total Deposits and Credits					30.00	30.00
Total Uncleared Transactions					-8,402.67	-8,402.67
Register Balance as of 04/30/2007					9,748.16	20,962.65
New Transactions						
Checks and Payments - 49 items						
Check	5/1/2007	7227	U.S. Department of ...		-143.25	-143.25
Check	5/1/2007	7228	U.S. Department of ...		-127.00	-270.25
Check	5/1/2007	7226	U.S. Department of ...		-67.00	-337.25
Check	5/2/2007	7234	U.S. Department of ...		-112.00	-449.25
Check	5/2/2007	7232	U.S. Department of ...		-224.00	-673.25
Check	5/2/2007	7231	U.S. Department of ...		-119.00	-792.25
Check	5/2/2007	7229	U.S. Department of ...		-171.00	-963.25
Check	5/2/2007	7230	U.S. Department of ...		-104.00	-1,067.25
Check	5/3/2007	7241	U.S. Department of ...		-112.00	-1,179.25
Check	5/3/2007	7235	U.S. Department of ...		-67.00	-1,246.25
Check	5/3/2007	7236	U.S. Department of ...		-104.00	-1,350.25
Check	5/3/2007	7237	U.S. Department of ...		-463.00	-1,813.25
Check	5/3/2007	7238	U.S. Department of ...		-156.00	-1,969.25
Check	5/3/2007	7239	U.S. Department of ...		-67.00	-2,036.25
Check	5/3/2007	7240	U.S. Department of ...		-224.00	-2,260.25
Check	5/5/2007	7243	Life of the Party		-275.00	-2,535.25
Check	5/5/2007	7244	U.S. Department of ...		-127.00	-2,662.25
Check	5/5/2007	7247	U.S. Department of ...		-67.00	-2,729.25
Check	5/5/2007	7250	U.S. Department of ...		-156.00	-2,885.25
Check	5/5/2007	7249	U.S. Department of ...		-67.00	-2,952.25
Check	5/5/2007	7245	U.S. Department of ...		-127.00	-3,079.25
Check	5/5/2007	7248	U.S. Department of ...		-67.00	-3,146.25
Check	5/5/2007	7246	U.S. Department of ...		-67.00	-3,213.25
Check	5/5/2007	7252	U.S. Department of ...		-351.00	-3,564.25
Check	5/5/2007	7251	U.S. Department of ...		-127.00	-3,691.25
Check	5/6/2007	7242	Grant Pomerville		-315.00	-4,006.25
Check	5/7/2007	7254	U.S. Department of ...		-134.00	-4,140.25
Check	5/7/2007	7255	U.S. Department of ...		-186.00	-4,326.25
Check	5/7/2007	7253	U.S. Department of ...		-67.00	-4,393.25
Check	5/8/2007	7258	U.S. Department of ...		-112.00	-4,505.25
Check	5/8/2007	7257	U.S. Department of ...		-141.40	-4,646.65
Check	5/8/2007	7256	U.S. Department of ...		-127.00	-4,773.65
Check	5/9/2007	7260	U.S. Department of ...		-141.40	-4,915.05
Check	5/9/2007	7259	U.S. Department of ...		-67.00	-4,982.05
Check	5/10/2007	7270	U.S. Department of ...		-67.00	-5,049.05
Check	5/10/2007	7269	U.S. Department of ...		-127.00	-5,176.05
Check	5/10/2007	7268	U.S. Department of ...		-112.00	-5,288.05
Check	5/10/2007	7267	U.S. Department of ...		-224.00	-5,512.05
Check	5/10/2007	7266	U.S. Department of ...		-112.00	-5,624.05
Check	5/10/2007	7265	U.S. Department of ...		-336.00	-5,960.05
Check	5/10/2007	7264	U.S. Department of ...		-127.00	-6,087.05
Check	5/10/2007	7263	U.S. Department of ...		-67.00	-6,154.05
Check	5/10/2007	7262	Placentia Library G...		-18,819.54	-24,973.59
Check	5/10/2007	7261	Justin Jewelers		-251.00	-25,224.59
Check	5/12/2007	7272	U.S. Department of ...		-134.00	-25,358.59
Check	5/12/2007	7273	U.S. Department of ...		-127.00	-25,485.59
Check	5/12/2007	7274	U.S. Department of ...		-127.00	-25,612.59
Check	5/12/2007	7271	U.S. Department of ...		-112.00	-25,724.59
Check	5/14/2007	7275	U.S. Department of ...		-186.00	-25,910.59
Total Checks and Payments					-25,910.59	-25,910.59

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**Placentia Library District
Reconciliation Detail
County Exempt - Checking, Period Ending 04/30/2007**

Type	Date	Num	Name	Clr	Amount	Balance
Deposits and Credits - 12 items						
Deposit	5/1/2007				2,125.80	2,125.80
Deposit	5/1/2007				531.00	2,656.80
Deposit	5/2/2007				223.00	2,879.80
Check	5/2/2007	7233	Margo's Flowers		858.00	2,879.80
Deposit	5/3/2007				224.00	3,737.80
Deposit	5/5/2007				933.00	4,894.80
Deposit	5/7/2007				253.40	5,148.20
Deposit	5/8/2007				67.00	5,215.20
Deposit	5/9/2007				1,311.00	6,526.20
Deposit	5/10/2007				224.00	6,750.20
Deposit	5/12/2007				239.00	6,989.20
Deposit	5/14/2007					
Total Deposits and Credits					6,989.20	6,989.20
Total New Transactions					-18,921.39	-18,921.39
Ending Balance					-9,173.23	2,041.26

*Robert
5/14/2007*

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**Placentia Library District
Reconciliation Detail
County Exempt - Savings, Period Ending 04/30/2007**

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						13,518.84
Cleared Transactions						
Checks and Payments - 1 item						
Check	4/4/2007	1569	Greg's Carpet & Up...	X	-174.96	-174.96
Total Checks and Payments					-174.96	-174.96
Deposits and Credits - 13 items						
Deposit	4/3/2007			X	54.94	54.94
Deposit	4/4/2007			X	54.94	109.88
Deposit	4/9/2007			X	185.00	294.88
Deposit	4/10/2007			X	65.00	359.88
Deposit	4/11/2007			X	140.00	499.88
Deposit	4/12/2007			X	35.00	534.88
Deposit	4/14/2007			X	19.94	554.82
Deposit	4/21/2007			X	35.00	589.82
Deposit	4/23/2007			X	35.00	624.82
Deposit	4/23/2007			X	70.00	694.82
Deposit	4/25/2007			X	70.00	764.82
Deposit	4/26/2007			X	35.00	799.82
Deposit	4/30/2007			X	9.11	808.93
Total Deposits and Credits					808.93	808.93
Total Cleared Transactions					633.97	633.97
Cleared Balance					633.97	14,152.81
Uncleared Transactions						
Deposits and Credits - 1 item						
Deposit	3/24/2007				60.00	60.00
Total Deposits and Credits					60.00	60.00
Total Uncleared Transactions					60.00	60.00
Register Balance as of 04/30/2007					693.97	14,212.81
New Transactions						
Checks and Payments - 1 item						
Check	5/1/2007	1570	Greg's Carpet & Up...		-174.96	-174.96
Total Checks and Payments					-174.96	-174.96
Deposits and Credits - 5 items						
Deposit	5/2/2007				35.00	35.00
Deposit	5/2/2007				19.94	54.94
Deposit	5/3/2007				255.00	309.94
Deposit	5/12/2007				30.00	339.94
Deposit	5/14/2007				35.00	374.94
Total Deposits and Credits					374.94	374.94
Total New Transactions					199.98	199.98
Ending Balance					<u>893.95</u>	<u>14,412.79</u>

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**Placentia Library District
Reconciliation Detail
Literacy Fund - Savings, Period Ending 04/30/2007**

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						13,584.33
Cleared Transactions						
Deposits and Credits - 1 item						
Deposit	4/30/2007			X	8.93	8.93
Total Deposits and Credits					8.93	8.93
Total Cleared Transactions					8.93	8.93
Cleared Balance					8.93	13,593.26
Register Balance as of 04/30/2007					8.93	13,593.26
Ending Balance					8.93	13,593.26

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Placentia Library District Reconciliation Detail

General Fund - Checking, Period Ending 04/30/2007

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						17,930.64
Cleared Transactions						
Checks and Payments - 19 items						
Check	3/21/2007	5513	Huntington Beach A...	X	-20.00	-20.00
Check	3/21/2007	5515	Caroline Gurkweitz	X	-15.80	-35.80
Check	3/21/2007	5514	Nadia Dallstream	X	-40.00	-75.80
Check	3/28/2007	5518	Placentia Chamber ...	X	-10.00	-85.80
Check	4/2/2007		Bank of the West	X	-572.38	-658.18
Check	4/3/2007		Bank of the West	X	-22.82	-681.00
Check	4/4/2007	5524	Placentia Library G...	X	-18,819.54	-19,500.54
Check	4/4/2007	5523	Placentia Library G...	X	-851.00	-20,351.54
Check	4/4/2007	5525	Placentia Library Di...	X	-185.00	-20,536.54
Check	4/9/2007	5526	Sam's Club	X	-254.88	-20,791.42
Check	4/10/2007	5528	Quizno's	X	-27.73	-20,819.15
Check	4/11/2007	5529	Placentia Chamber ...	X	-10.00	-20,829.15
Check	4/16/2007	5530	Placentia Library Di...	X	-2,678.00	-23,507.15
Check	4/17/2007	5532	Quizno's	X	-29.24	-23,536.39
Check	4/17/2007	5534	Placentia Chamber ...	X	-30.00	-23,566.39
Check	4/18/2007	5533	Quizno's	X	-27.73	-23,594.12
Check	4/23/2007	5538	Placentia Library Di...	X	-3,000.00	-26,594.12
Check	4/23/2007	5539	Quizno's	X	-39.98	-26,634.10
Check	4/26/2007	5542	Placentia Library Di...	X	-500.00	-27,134.10
Total Checks and Payments					-27,134.10	-27,134.10
Deposits and Credits - 51 items						
Deposit	3/31/2007			X	2,428.09	2,428.09
Deposit	4/2/2007			X	370.00	2,798.09
Deposit	4/2/2007			X	30.00	2,828.09
Deposit	4/2/2007			X	314.40	3,142.49
Deposit	4/2/2007			X	505.18	3,647.67
Deposit	4/3/2007			X	60.00	3,707.67
Deposit	4/3/2007			X	338.00	4,045.67
Deposit	4/4/2007			X	90.00	4,135.67
Deposit	4/4/2007			X	77.72	4,213.39
Deposit	4/5/2007			X	310.00	4,523.39
Deposit	4/6/2007			X	169.00	4,692.39
Check	4/9/2007	5527	Quizno's	X	0.00	4,692.39
Deposit	4/9/2007			X	319.00	5,011.39
Deposit	4/10/2007			X	5.00	5,016.39
Deposit	4/10/2007			X	40.00	5,056.39
Deposit	4/10/2007			X	749.00	5,805.39
Deposit	4/10/2007			X	140.00	5,945.39
Deposit	4/11/2007			X	145.72	6,091.11
Deposit	4/11/2007			X	785.00	6,876.11
Deposit	4/12/2007			X	928.00	7,804.11
Deposit	4/13/2007			X	155.44	7,959.55
Deposit	4/13/2007			X	40.00	7,999.55
Deposit	4/13/2007			X	229.00	8,228.55
Deposit	4/16/2007			X	310.00	8,538.55
Deposit	4/16/2007			X	232.18	8,770.73
Deposit	4/16/2007			X	194.30	8,965.03
Deposit	4/17/2007			X	983.00	9,948.03
Deposit	4/18/2007			X	775.00	10,723.03
Deposit	4/18/2007			X	164.18	10,887.21
Check	4/18/2007	5531	Placentia Chamber ...	X	0.00	10,887.21
Deposit	4/19/2007			X	516.00	11,403.21
Deposit	4/19/2007			X	116.58	11,519.79
Check	4/20/2007	5536	Placentia Library Di...	X	0.00	11,519.79
Check	4/20/2007	5537	Placentia Library Di...	X	0.00	11,519.79
Deposit	4/20/2007			X	58.29	11,578.08
Deposit	4/20/2007			X	40.00	11,618.08
Deposit	4/20/2007			X	50.00	11,668.08
Deposit	4/23/2007			X	40.00	11,708.08
Deposit	4/23/2007			X	34.36	11,742.44
Deposit	4/23/2007			X	605.24	12,347.68
Deposit	4/23/2007			X	1,028.00	13,375.68
Deposit	4/24/2007			X	661.00	14,036.68

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**Placentia Library District
Reconciliation Detail
General Fund - Checking, Period Ending 04/30/2007**

Type	Date	Num	Name	Clr	Amount	Balance
Deposit	4/25/2007			X	558.00	14,594.68
Check	4/25/2007	5540	Placentia Chamber ...	X	0.00	14,594.68
Deposit	4/26/2007			X	1,099.84	15,694.52
Deposit	4/26/2007			X	307.80	16,002.32
Deposit	4/27/2007			X	812.80	16,815.12
Deposit	4/30/2007			X	677.00	17,492.12
Deposit	4/30/2007			X	189.00	17,681.12
Deposit	4/30/2007			X	139.90	17,821.02
Check	5/10/2007	5545	Justin Jewelers	X	0.00	17,821.02
Total Deposits and Credits					17,821.02	17,821.02
Total Cleared Transactions					-9,313.08	-9,313.08
Cleared Balance					-9,313.08	8,617.56
Uncleared Transactions						
Checks and Payments - 10 items						
Check	9/28/2005	5179	Placentia Chamber ...		-12.00	-12.00
Check	6/5/2006	5340	Paolini's A Taste of ...		-20.00	-32.00
Check	12/13/2006	5449	Placentia Chamber ...		-10.00	-42.00
Check	12/27/2006	5457	Evergreen Books		-429.19	-471.19
Check	3/8/2007	5503	California Council fo...		-40.00	-511.19
Check	3/24/2007	5517	CALTAC		-60.00	-571.19
Check	3/31/2007		Bank of the West		-1.75	-572.94
Check	3/31/2007		Bank of the West		-19.50	-592.44
Check	4/20/2007	5535	Bruce Sievers		-40.00	-632.44
Check	4/25/2007	5541	Placentia Chamber ...		-14.00	-646.44
Total Checks and Payments					-646.44	-646.44
Total Uncleared Transactions					-646.44	-646.44
Register Balance as of 04/30/2007					-9,959.52	7,971.12
New Transactions						
Checks and Payments - 4 items						
Check	5/1/2007	5543	Placentia Library Di...		-2,125.80	-2,125.80
Check	5/1/2007	5544	Sam's Club		-272.06	-2,397.86
Check	5/8/2007	5547	Placentia Library Di...		-1,311.00	-3,708.86
Check	5/10/2007	5546	Placentia Chamber ...		-10.00	-3,718.86
Total Checks and Payments					-3,718.86	-3,718.86
Deposits and Credits - 17 items						
Deposit	5/1/2007				159.00	159.00
Deposit	5/1/2007				60.00	219.00
Deposit	5/1/2007				701.00	920.00
Deposit	5/2/2007				339.00	1,259.00
Deposit	5/3/2007				144.00	1,403.00
Deposit	5/3/2007				90.00	1,493.00
Deposit	5/3/2007				139.90	1,632.90
Deposit	5/4/2007				793.00	2,425.90
Deposit	5/7/2007				29.14	2,455.04
Deposit	5/7/2007				278.00	2,733.04
Deposit	5/7/2007				637.00	3,370.04
Deposit	5/8/2007				529.00	3,899.04
Deposit	5/9/2007				48.57	3,947.61
Deposit	5/9/2007				30.00	3,977.61
Deposit	5/9/2007				30.00	4,007.61
Deposit	5/9/2007				87.43	4,095.04
Deposit	5/10/2007				880.40	4,975.44
Deposit	5/10/2007					4,975.44
Total Deposits and Credits					4,975.44	4,975.44
Total New Transactions					1,256.58	1,256.58
Ending Balance					-8,702.94	9,227.70

Edmund
5/14/2007
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**Placentia Library District
Reconciliation Detail
General Fund - Savings, Period Ending 04/30/2007**

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						44,418.35
Cleared Transactions						
Checks and Payments - 2 items						
Check	3/31/2007	1279	Orange County Aud...	X	-66,138.01	-66,138.01
Check	4/16/2007	1280	Orange County Aud...	X	-38,791.05	-104,929.06
Total Checks and Payments					-104,929.06	-104,929.06
Deposits and Credits - 50 items						
Deposit	3/31/2007			X	23,927.38	23,927.38
Deposit	4/3/2007			X	1,377.74	25,305.12
Deposit	4/3/2007			X	81.20	25,386.32
Deposit	4/3/2007			X	437.84	25,824.16
Deposit	4/3/2007			X	679.20	26,503.36
Deposit	4/3/2007			X	570.00	27,073.36
Deposit	4/3/2007			X	1,506.00	28,579.36
Deposit	4/3/2007			X	405.40	28,984.76
Deposit	4/3/2007			X	490.00	29,474.76
Deposit	4/4/2007			X	1,350.10	30,824.86
Deposit	4/4/2007			X	60.00	30,884.86
Deposit	4/7/2007			X	960.28	31,845.14
Deposit	4/10/2007			X	1,118.00	32,963.14
Deposit	4/10/2007			X	950.00	33,913.14
Deposit	4/10/2007			X	952.80	34,865.94
Deposit	4/10/2007			X	215.65	35,081.59
Deposit	4/10/2007			X	1,444.80	36,526.39
Deposit	4/10/2007			X	300.52	36,826.91
Deposit	4/11/2007			X	67.00	36,893.91
Deposit	4/12/2007			X	1,148.96	38,042.87
Deposit	4/12/2007			X	728.20	38,771.07
Deposit	4/14/2007			X	1,237.25	40,008.32
Deposit	4/16/2007			X	768.95	40,777.27
Deposit	4/16/2007			X	1,470.00	42,247.27
Deposit	4/16/2007			X	1,004.00	43,251.27
Deposit	4/16/2007			X	590.00	43,841.27
Deposit	4/16/2007			X	67.30	43,908.57
Deposit	4/17/2007			X	1,164.70	45,073.27
Deposit	4/18/2007			X	18,599.06	63,672.33
Deposit	4/21/2007			X	509.20	64,181.53
Deposit	4/21/2007			X	751.20	64,932.73
Deposit	4/23/2007			X	1,141.64	66,074.37
Deposit	4/23/2007			X	989.10	67,063.47
Deposit	4/23/2007			X	900.00	67,963.47
Deposit	4/23/2007			X	1,014.45	68,977.92
Deposit	4/24/2007			X	513.10	69,491.02
Deposit	4/24/2007			X	100.00	69,591.02
Deposit	4/24/2007			X	1,233.04	70,824.06
Deposit	4/25/2007			X	940.00	71,764.06
Deposit	4/25/2007			X	50.00	71,814.06
Deposit	4/25/2007			X	564.40	72,378.46
Deposit	4/26/2007			X	716.25	73,094.71
Deposit	4/28/2007			X	1,095.05	74,189.76
Deposit	4/30/2007			X	67.40	74,257.16
Deposit	4/30/2007			X	850.00	75,107.16
Deposit	4/30/2007			X	828.60	75,935.76
Deposit	4/30/2007			X	959.55	76,895.31
Deposit	4/30/2007			X	22.05	76,917.36
Check	5/3/2007	1281	Orange County Aud...	X	0.00	76,917.36
Check	5/4/2007	1282	Orange County Aud...	X	0.00	76,917.36
Total Deposits and Credits					76,917.36	76,917.36
Total Cleared Transactions					-28,011.70	-28,011.70
Cleared Balance					-28,011.70	16,406.65

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**Placentia Library District
Reconciliation Detail
General Fund - Savings, Period Ending 04/30/2007**

Type	Date	Num	Name	Clr	Amount	Balance
Uncleared Transactions						
Deposits and Credits - 2 items						
Deposit	8/10/2006				282.60	282.60
Deposit	4/16/2007				18,819.54	19,102.14
Total Deposits and Credits					19,102.14	19,102.14
Total Uncleared Transactions					19,102.14	19,102.14
Register Balance as of 04/30/2007					-8,909.56	35,508.79
New Transactions						
Checks and Payments - 1 item						
Check	5/10/2007		Bank of the West		-25.00	-25.00
Total Checks and Payments					-25.00	-25.00
Deposits and Credits - 17 items						
Deposit	5/1/2007				1,092.40	1,092.40
Deposit	5/2/2007				1,264.30	2,356.70
Deposit	5/3/2007				1,812.60	4,169.30
Deposit	5/5/2007				660.09	4,829.39
Deposit	5/5/2007				750.00	5,579.39
Deposit	5/7/2007				1,209.10	6,788.49
Deposit	5/7/2007				1,230.00	8,018.49
Deposit	5/7/2007				263.60	8,282.09
Deposit	5/7/2007				1,044.81	9,326.90
Deposit	5/8/2007				1,172.00	10,498.90
Deposit	5/9/2007				283.85	10,782.75
Deposit	5/9/2007				746.35	11,529.10
Deposit	5/12/2007				87.30	11,616.40
Deposit	5/12/2007				837.65	12,454.05
Deposit	5/12/2007				665.70	13,119.75
Deposit	5/14/2007				810.00	13,929.75
Deposit	5/14/2007				1,188.94	15,118.69
Total Deposits and Credits					15,118.69	15,118.69
Total New Transactions					15,093.69	15,093.69
Ending Balance					6,184.13	50,602.48

*Edmund
5/14/2007*

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Placentia Library District Reconciliation Detail

Payroll Checking - Wells Fargo, Period Ending 04/30/2007

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						10,388.89
Cleared Transactions						
Checks and Payments - 76 items						
Check	2/21/2007	7582	Raquel Galarza	X	-256.65	-256.65
Check	2/21/2007	7587	Desiree McCune	X	-369.31	-625.96
Check	3/7/2007	7641	Raquel Galarza	X	-227.48	-853.44
Check	3/7/2007	7647	Desiree McCune	X	-401.34	-1,254.78
Check	3/21/2007	7710	Orange County Aud...	X	-190.20	-1,444.98
Check	3/21/2007	7705	Thomas Sheridan	X	-310.79	-1,755.77
Check	3/21/2007	7712	Nationwide Retirem...	X	-1,143.45	-2,899.22
Check	3/21/2007	7713	Tax Deferred Servic...	X	-3,474.34	-6,373.56
Check	3/21/2007	7700	Luz Lizaola	X	-350.00	-6,723.56
Check	3/21/2007	7693	Maryrose Cachola	X	-413.37	-7,136.93
Check	3/21/2007	7680	Hilda Rivera	X	-695.01	-7,831.94
Check	3/21/2007	7673	Noreth Men	X	-149.59	-7,981.53
Check	3/21/2007	7711	Placentia Library Di...	X	-19.94	-8,001.47
Check	4/4/2007	7752	Maryrose Cachola	X	-233.31	-8,234.78
Check	4/4/2007	7753	Kamala Connors	X	-126.01	-8,360.79
Check	4/4/2007	7754	Shannon Ford	X	-231.10	-8,591.89
Check	4/4/2007	7755	Raquel Galarza	X	-189.75	-8,781.64
Check	4/4/2007	7756	Paulette Garcia	X	-309.17	-9,090.81
Check	4/4/2007	7757	Arianna Hernandez	X	-205.18	-9,295.99
Check	4/4/2007	7758	Luz Lizaola	X	-350.00	-9,645.99
Check	4/4/2007	7759	Melissa Manzanarez	X	-234.15	-9,880.14
Check	4/4/2007	7760	Desiree McCune	X	-243.57	-10,123.71
Check	4/4/2007	7761	Christina Perez	X	-316.87	-10,440.58
Check	4/4/2007	7762	Araceli Ramirez	X	-130.86	-10,571.44
Check	4/4/2007	7763	Griselda Ramos	X	-850.99	-11,422.43
Check	4/4/2007	7764	Thomas Sheridan	X	-307.52	-11,729.95
Check	4/4/2007	7765	Evelyn Soqui	X	-253.25	-11,983.20
Check	4/4/2007	7766	Jayson Telles	X	-214.89	-12,198.09
Check	4/4/2007	7767	Natalia Wingert	X	-424.54	-12,622.63
Check	4/4/2007	7768	Orange County Aud...	X	-190.20	-12,812.83
Check	4/4/2007	7769	Placentia Library Di...	X	-19.94	-12,832.77
Check	4/4/2007	7770	Nationwide Retirem...	X	-1,143.45	-13,976.22
Check	4/4/2007	7771	Tax Deferred Servic...	X	-3,303.98	-17,280.20
Check	4/4/2007	7751	Raymond Bustama...	X	-303.33	-17,583.53
Check	4/4/2007	7750	Angelica Alatorre	X	-288.87	-17,872.40
Check	4/4/2007	7740	Kelleny Rivera	X	-133.52	-18,005.92
Check	4/4/2007	7739	Hilda Rivera	X	-695.01	-18,700.93
Check	4/4/2007	7738	Beatrice V. Quintanar	X	-1,008.74	-19,709.67
Check	4/4/2007	7772	Diane Cunningham	X	-73.48	-19,783.15
Check	4/4/2007	7777	Phavin Ton	X	-371.16	-20,154.31
Check	4/4/2007	7778	Sothavy Ton	X	-144.43	-20,298.74
Check	4/4/2007		Paychex	X	-21,989.08	-42,287.82
Check	4/4/2007		Paychex	X	-11,039.50	-53,327.32
Check	4/4/2007		Paychex	X	-770.10	-54,097.42
Check	4/4/2007		Paychex	X	-332.76	-54,430.18
Check	4/4/2007	7718	Gary Bell	X	-1,532.56	-55,962.74
Check	4/4/2007	7720	Dorothy J. Cummings	X	-63.76	-56,026.50
Check	4/4/2007	7725	Wendy G. Goodson	X	-2,072.80	-58,099.30
Check	4/4/2007	7728	Alexander Hernandez	X	-547.25	-58,646.55
Check	4/18/2007	7826	Natalia Wingert	X	-161.36	-58,807.91
Check	4/18/2007	7825	Sothavy Ton	X	-173.32	-58,981.23
Check	4/18/2007	7824	Phavin Ton	X	-219.00	-59,200.23
Check	4/18/2007	7823	Thomas Sheridan	X	-317.34	-59,517.57
Check	4/18/2007	7822	Griselda Ramos	X	-157.03	-59,674.60
Check	4/18/2007	7821	Araceli Ramirez	X	-104.69	-59,779.29
Check	4/18/2007	7820	Christina Perez	X	-304.13	-60,083.42
Check	4/18/2007	7819	Desiree McCune	X	-358.47	-60,441.89
Check	4/18/2007	7818	Melissa Manzanarez	X	-141.92	-60,583.81
Check	4/18/2007	7817	Luz Lizaola	X	-233.31	-60,817.12
Check	4/18/2007	7816	Paulette Garcia	X	-215.81	-61,032.93
Check	4/18/2007	7815	Maryrose Cachola	X	-314.99	-61,347.92
Check	4/18/2007	7804	Kelleny Rivera	X	-109.01	-61,456.93
Check	4/18/2007	7803	Hilda Rivera	X	-838.99	-62,295.92
Check	4/18/2007	7802	Beatrice V. Quintanar	X	-1,008.74	-63,304.66
Check	4/18/2007	7795	Noreth Men	X	-86.86	-63,391.52

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05/14/07

Placentia Library District Reconciliation Detail

Payroll Checking - Wells Fargo, Period Ending 04/30/2007

Type	Date	Num	Name	Clr	Amount	Balance
Check	4/18/2007	7791	Alexander Hernandez	X	-533.83	-63,925.35
Check	4/18/2007	7788	Wendy G. Goodson	X	-2,072.80	-65,998.15
Check	4/18/2007	7782	Diane Cunningham	X	-55.10	-66,053.25
Check	4/18/2007	7781	Dorothy J. Cummings	X	-95.48	-66,148.73
Check	4/18/2007	7779	Gary Bell	X	-1,532.56	-67,681.29
Check	4/18/2007		Paychex	X	-10,546.66	-78,227.95
Check	4/18/2007		Paychex	X	-22,312.93	-100,540.88
Check	4/18/2007	7828	Placentia Library Di...	X	-19.94	-100,560.82
Check	4/18/2007	7829	Nationwide Retirem...	X	-1,143.45	-101,704.27
Check	4/18/2007	7830	Tax Deferred Servic...	X	-3,355.74	-105,060.01
Check	4/18/2007	7827	Orange County Aud...	X	-190.20	-105,250.21
Total Checks and Payments					-105,250.21	-105,250.21
Deposits and Credits - 3 items						
Deposit	3/28/2007			X	49,472.00	49,472.00
Deposit	4/11/2007			X	56,972.00	106,444.00
Deposit	4/25/2007			X	49,472.00	155,916.00
Total Deposits and Credits					155,916.00	155,916.00
Total Cleared Transactions					50,665.79	50,665.79
Cleared Balance					50,665.79	61,054.68
Uncleared Transactions						
Checks and Payments - 5 items						
Check	12/28/2005	5948	Lynn Baden		-151.64	-151.64
Check	2/8/2006	6132	Marlon Daito		-49.98	-201.62
Check	3/8/2006	6244	Maria N Madero		-68.10	-269.72
Check	12/13/2006	7306	Shannon Ford		-245.54	-515.26
Check	3/21/2007	7702	Desiree Diaz		-417.37	-932.63
Total Checks and Payments					-932.63	-932.63
Total Uncleared Transactions					-932.63	-932.63
Register Balance as of 04/30/2007					49,733.16	60,122.05
New Transactions						
Checks and Payments - 25 items						
Check	5/2/2007		Paychex		-10,712.94	-10,712.94
Check	5/2/2007	7831	Gary Bell		-1,532.56	-12,245.50
Check	5/2/2007	7834	Dorothy J. Cummings		-264.24	-12,509.74
Check	5/2/2007	7840	Wendy G. Goodson		-2,235.13	-14,744.87
Check	5/2/2007	7843	Kristen Hoffman		-525.48	-15,270.35
Check	5/2/2007	7847	Noreth Men		-106.15	-15,376.50
Check	5/2/2007	7847	Noreth Men		-1,008.73	-16,385.23
Check	5/2/2007	7854	Beatrice V. Quintanar		-695.01	-17,080.24
Check	5/2/2007	7855	Hilda Rivera		-133.52	-17,213.76
Check	5/2/2007	7856	Kelleny Rivera		-441.82	-17,655.58
Check	5/2/2007	7868	Maryrose Cachola		-22,908.83	-40,564.41
Check	5/2/2007		Paychex		-279.99	-40,844.40
Check	5/2/2007	7870	Raquel Galarza		-196.29	-41,040.69
Check	5/2/2007	7871	Paulette Garcia		-195.98	-41,236.67
Check	5/2/2007	7872	Melissa Manzanarez		-316.87	-41,553.54
Check	5/2/2007	7873	Christina Perez		-314.07	-41,867.61
Check	5/2/2007	7874	Griselda Ramos		-299.02	-42,166.63
Check	5/2/2007	7875	Jayson Telles		-282.39	-42,449.02
Check	5/2/2007	7876	Phavin Ton		-209.43	-42,658.45
Check	5/2/2007	7877	Sothavy Ton		-190.20	-42,848.65
Check	5/2/2007	7878	Orange County Aud...		-19.94	-42,868.59
Check	5/2/2007	7879	Placentia Library Di...		-147.50	-43,016.09
Check	5/2/2007	7880	Prepaid Legal Servi...		-1,143.45	-44,159.54
Check	5/2/2007	7881	Nationwide Retirem...		-3,160.74	-47,320.28
Check	5/2/2007	7882	Tax Deferred Servic...		-176.90	-47,497.18
Check	5/2/2007	7869	Kamala Connors			
Total Checks and Payments					-47,497.18	-47,497.18

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Placentia Library District
Reconciliation Detail
Payroll Checking - Wells Fargo, Period Ending 04/30/2007

Type	Date	Num	Name	Clr	Amount	Balance	
Deposits and Credits - 1 item							
Deposit	5/9/2007				49,472.00	49,472.00	
Total Deposits and Credits						49,472.00	49,472.00
Total New Transactions						1,974.82	1,974.82
Ending Balance						<u>51,707.98</u>	<u>62,096.87</u>

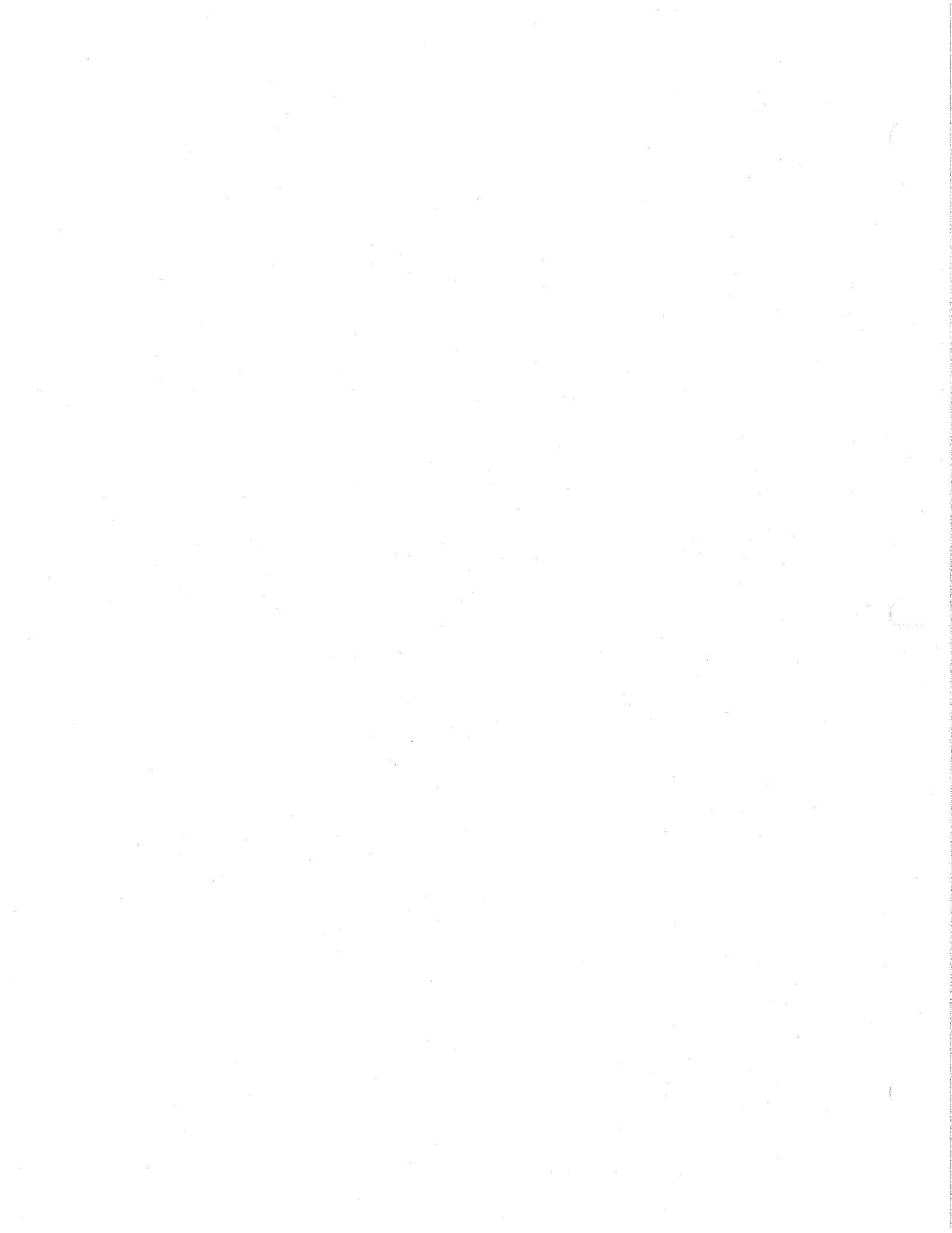
Edmunds
5/14/2007

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *EDM*
SUBJECT: Acquisitions Report for April 2007
DATE: May 29, 2007

Technical Services Manager Vernon Napier has been on vacation since April 25, 2007.

He will be at the Library Board Meeting on May 29, 2007 and will distribute the Acquisitions Report at that time.



ACQUISITIONS REPORT FOR FISCAL YEAR 2006-2007 THROUGH THE MONTH OF APRIL 2007
 Prepared by Vernon Napier, Technical Services Manager

	GENERAL FUND		ADOPT-A-BOOK		TOTAL PURCHASED		DONATED		TOTAL ITEMS		
	Amount	Volumes	Amount	Volumes	Amount	Volumes	Value	Volumes	Amount	Volumes	Titles
Adult Fiction	\$22,303	1,502	\$5,140	325	\$27,443	1827	\$716	31	\$28,159	1858	1475
Adult Circulating Non-Fiction	\$28,200	1,461	\$5,176	258	\$33,376	1719	\$870	38	\$34,246	1757	1569
Adult Reference	\$9,774	113	\$449	15	\$10,223	128	\$139	6	\$10,361	134	93
Adult magazines	\$5,700	122	\$0	0	\$5,700	122	\$0	0	\$5,700	122	126
Adult on-line databases	\$46,041	10	\$0	0	\$46,041	10	\$0	0	\$46,041	10	12
Total Adult Non-Fiction	\$89,715	1706	\$5,625	273	\$95,340	1979	\$1,009	44	\$96,349	2023	1800
TOTAL ADULT PRINT MATERIALS	\$112,018	3208	\$10,765	598	\$122,783	3806	\$1,725	75	\$124,508	3881	3275
Adult Music CDs	\$6,792	371	\$695	40	\$7,486	411	\$0	0	\$7,486	411	396
Adult Audio Books (incl. Overdrive)	\$16,824	214	\$2,104	29	\$18,929	243	\$0	0	\$18,929	243	243
Adult DVDs	\$20,580	974	\$3,266	110	\$23,846	1084	\$163	7	\$24,009	1091	1013
TOTAL ADULT NON-PRINT MATERIALS	\$44,195	1559	\$6,066	179	\$50,261	1738	\$163	7	\$50,424	1745	1652
TOTAL ADULT MATERIALS	\$156,214	4767	\$16,831	777	\$173,044	5,544	\$1,888	82	\$174,932	5,626	4,927
Juvenile Fiction	\$7,377	1,172	\$921	128	\$8,297	1300	\$368	36	\$8,666	1336	924
Juvenile Circulating Non-Fiction	\$6,858	352	\$252	11	\$7,110	363	\$1,586	69	\$8,696	432	387
Juvenile Reference	\$2,205	32	\$0	0	\$2,205	32	\$0	0	\$2,205	32	10
Juvenile Magazines	\$26	8	\$0	0	\$26	8	\$0	0	\$26	8	8
Juvenile on-line databases	\$399	1	\$0	0	\$399	1	\$0	0	\$399	1	1
Total Junior Non-Fiction	\$9,488	393	\$252	11	\$9,740	404	\$1,586	69	\$11,325	473	406
TOTAL JUVENILE PRINT MATERIALS	\$16,865	1,565	\$1,173	139	\$18,037	1,704	\$1,954	105	\$19,991	1,809	1,330
Juvenile Music CDs	\$280	20	\$0	0	\$280	20	\$0	0	\$280	20	20
Juvenile Audio Books	\$18	0	\$0	0	\$18	0	\$0	0	\$18	0	0
Juvenile DVDs	\$10,968	599	\$153	6	\$11,120	605	\$485	24	\$11,605	629	524
TOTAL JUVENILE NON-PRINT MATERIALS	\$11,265	619	\$153	6	\$11,418	625	\$485	24	\$11,903	649	544
TOTAL JUVENILE MATERIALS	\$28,130	2184	\$1,325	145	\$29,455	2329	\$2,439	129	\$31,894	2458	1874
Total Fiction	\$29,680	2674	\$6,061	453	\$35,741	3127	\$1,084	67	\$36,824	3194	2399
Total Non-Fiction	\$99,203	2099	\$5,877	284	\$105,080	2383	\$2,595	113	\$107,674	2496	2206
Total Music CDs	\$7,071	391	\$695	40	\$7,766	431	\$0	0	\$7,766	431	416
Total Audio Books	\$16,842	214	\$2,104	29	\$18,946	243	\$0	0	\$18,946	243	243
Total Video DVDs	\$31,547	1573	\$3,419	116	\$34,967	1689	\$648	31	\$35,615	1720	1537
TOTAL MATERIALS	\$184,343	6951	\$18,156	922	\$202,499	7873	\$4,327	211	\$206,826	8084	6801

Outstanding Orders as of April 2007

Adopt-a-book
\$0

General Fund
\$25,986

TOTAL
\$25,986

Placentia Library District**Circulation Report – April 2007**

	April 2007	April 2006	Y-T-D 2006-7	Y-T-D 2005-6	Y-T-D % change
1st Time Checkouts	18,200	15,415	160,198	157,930	1.4%
Phone Renewals	958	1,587	9,328	10,629	-13.9%
In-Building Renewals	840	408	<u>5,241</u>	<u>4,856</u>	7.3%
TOTAL CHECKOUTS	19,998	17,410	174,767	173,415	0.8%
On-Time Checkins	20,611	17,620	177,519	173,991	2.0%
Late Checkins	1,482	1,619	<u>11,639</u>	<u>11,511</u>	1.1%
TOTAL CHECKINS	22,093	19,239	189,158	185,502	1.9%
Holds Placed	607	560	5,241	5,231	0.2%
Holds Cancelled	7	44	146	208	-42.5%
Holds Filled	456	389	4,071	4,188	-2.9%
NEW PATRON REGISTRATIONS	340	395	3,407	6,522	-91.4%
CIRCULATION BY TYPE OF MATERIAL					
Adult Print	6,568	6,020	61,144	62,147	-1.6%
Juvenile Print	8,908	7,413	75,516	75,225	0.4%
Audio	1,269	1,051	11,294	11,587	-2.6%
Visual	5,010	3,480	<u>41,336</u>	<u>34,358</u>	16.9%
TOTAL CIRCULATION	21,755	17,964	189,290	183,317	3.2%
CIRCULATION BY PLACE OF RESIDENCE					
To Placentia residents	12,075	10,744	107,294	109,062	-1.6%
To Anaheim residents	4,231	2,900	31,636	30,853	2.5%
To residents outside Tri-City	5,449	4,320	50,360	43,402	13.8%
TYPES OF ACTIVE BORROWERS					
Adult	16,064	13,378			
Young Adult	376	348			
Juvenile	3,341	2,873			
New Borrower	1,266	905			
Other (staff)	405	454			
TOTAL ACTIVE BORROWERS *	21,452	17,958			
TOTAL REGISTERED BORROWERS **	31,446	24,756			
ATTENDANCE	63,647	47,302	498,332	373,514	25.0%

* Active borrowers have used the Library this month

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

ON-LINE REFERENCE USAGE FOR THE FISCAL YEAR 2006-2007 THROUGH THE MONTH OF APRIL 2007												
Prepared by Vernon Napier, Technical Services Manager												
Usage statistics for	May '06	Jun '06	Jul '06	Aug '06	Sept '06	Oct '06	Nov '06	Dec '06	Jan '07	Feb '07	Mar '07	Apr '07
General Reference Center	78	82	94	39	111	104	99	81	39	82	13	25
Opposing Viewpoints	334	43	50	32	92	62	27	95	51	94	58	17
Newsbank -Newspaper search	13	30	25	6	23	8	52	70	12	6	73	89
Newsbank -Magazine search	0	0	0	0	0	0	2	2	0	0	0	0
L.A Times	35	7	2	0	0	6	9	8	0	6	23	6
Wall Street Journal	13	0	0	47	218	381	6	5	8	20	72	35
Heritage Quest	866	1320	1673	1308	1966	6120	8363	5067	9211	2087	2127	7756
Learning Express (Learn a test)	5	3	3	5	1	2	2	2	13	7	11	14
Novelist	127	4	44	0	0	175	1	4	9	1	1	2
Tumblebooks	12	177	69	81	252	139	421	864	441	465	388	358
MorningStar	-	-	-	-	135	4	15	38	39	303	322	362
Value Line	-	-	-	-	-	-	-	-	-	195	30	65



LIBRARY WEBSITE TRAFFIC FOR THE FISCAL YEAR 2006-2007 THROUGH THE MONTH OF APRIL 2007

Prepared by Vernon Napier, Technical Services Manager

	<u>May06</u>	<u>Jun06</u>	<u>Jul06</u>	<u>Aug06</u>	<u>Sep06</u>	<u>Oct06</u>	<u>Nov06</u>	<u>Dec06</u>	<u>Mar07</u>	<u>Apr07</u>	<u>Y-T-D</u>	<u>Average</u>
Unique visitors	1,589	1,822	1,865	1,910	1,832	2,035	2,032	1,926	2,569	2,388	19,968	1,997
Number of visits	2,555	2,966	2,987	3,135	3,062	3,469	3,441	3,056	4,317	4,000	32,988	3,299
(visits per visitor)	1.60	1.62	1.60	1.64	1.67	1.70	1.69	1.58	1.68	1.67		1.63
Pages visited	15,949	15,091	16,047	15,571	18,913	23,774	22,888	17,544	20,338	18,835	184,950	18,495
(pages per visit)	6.24	5.08	5.37	4.96	6.17	6.85	6.65	5.74	4.71	4.70		5.65
Pages most viewed												
Application for library card	96	69	40	46	0	0	0	62	0	57	370	37
Borrowing library materials	127	136	116	538	122	216	157	96	164	135	1,807	181
Calendar	290	298	228	408	252	187	125	2	174	122	2,086	209
Catalog	2,118	502	662	673	628	820	1,119	810	491	604	8,427	843
Community links	63	70	75	85	53	71	55	51	66	57	646	65
Contact Us	150	122	108	140	108	150	207	118	150	162	1,415	142
Frequently Asked Questions	298	223	255	313	266	265	189	183	242	261	2,495	250
Home page	10,582	10,915	12,657	11,394	14,827	18,988	18,073	13,739	14,543	13,008	138,726	13,873
Kids page	109	233	111	191	277	155	238	401	206	178	2,099	210
Literacy services	66	57	71	106	70	122	72	42	77	83	766	77
Passport applications	256	214	197	205	182	241	175	178	546	444	2,638	264
Photos (pick of the pics)	n/a	n/a	n/a	126	141	173	135	96	159	115	945	135
Searching for information	337	332	385	37	474	543	642	381	670	626	4,427	443

Placentia Library District

TO: Elizabeth Minter, Library Director
FROM: Vernon Napier, Technical Services Manager
DATE: May 29, 2007
SUBJECT: **Technology Report for April 2007**



The critical event this past month was the demise of the Library's main server.

Several days prior to my departure on vacation, one of our server's 6 hard drives crashed. Although these particular hard drives are now out of production, we managed to locate a used one in working order, and restarted the system. However, we took the event as a harbinger of things to come and ordered a replacement server "just in case". A second hard drive failed a few days later and crashed the system beyond repair.

Over a period of several days (and nights) the new server was installed, configured and loaded with previously backed up data. During this time the public and staff had no or reduced access to computer services. Numerous minor problems continued over several weeks, but it appears that everything is now back to normal.

Throughout this entire episode I was in England, so it fell to Katie Matas to provide staff input to the recovery process. I wish to commend her fine efforts.

Most importantly, I need to acknowledge the commitment and professionalism of PKorp Associates. Peter and Patrick worked many days and some nights in order to get the Library back on its I.T. feet. And then, having exerted themselves to get us running again, they donated the new server (valued at \$3000) to the Library!



Entrepenurial Activities Report
 Net Revenue Summary
 May-07

	Apr-07	Apr-0 ^b	YTD 2006-07	YTD 2005-06
Passport	33,299.30	21,890.48	200,060.11	130,946.94
Passport Photos	3,398.00	2,070.00	23,038.00	13,020.00
Notary Public	380.00	210.00	2,950.00	910.00
Test Proctor	210.00	60.00	1,624.30	875.00
Total	37,287.30	24,230.48	227,672.41	145,751.94

Prepared by: Wendy Goodson



Summary of Current Status Of Unique Management Accounts
May 29, 2007

Agenda Item 18

FY 06-07	New Accounts	Active Accounts	Paid in full current month	Amount received current month	Written off current month
July	15	913	0	18.95	0
August	13	929	3	366.2	0
September	14	936	4	221.45	0
October	19	950	5	529.3	0
November	14	960	5	275.6	0
December	9	965	5	238.15	0
January	24	979	6	487.77	0
February	6	989	7	597.89	0
March	9	996	0	140	0
April	15	1,003	4	291.6	0
May	0	0	0	0	0
June	0	0	0	0.00	0
TOTAL YTD	138	9620	39	3166.91	0

UNIQUE MANAGEMENT SERVICES, INC.

CREATED: 05/01/2007 1:26 AM MK

SUMMARY STATUS REPORT

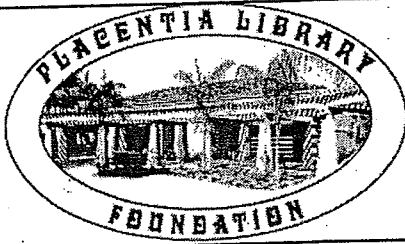
PAGE: 194

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

CREDITOR: 286 -- PLACENTIA LIBRARY DISTRICT
DATES LISTED: 01/01/1900 TO 04/30/2007

Accounts Submitted	: 1,502	Dollars Submitted	: 142,568.20	Dollars Received	: 52,097.79
Bankruptcies	: 13	Dollars in Bankruptcy	: 1,079.61	Material Returned	: 20,240.44
Incorrect Addresses	: 199	Dollars in Skips	: 12,842.96	Dollars Waived	: 4,972.37
Patron Disputes/Suspends	: 2	Dollars in Dispute	: 88.85	Total Activated	: 97,431.40
Accounts in Process	: 1,288	Dollars in Process	: 123,238.31	% of Dollars Activated	: 79.06%
# of Accounts Activated	: 1,003				
% of Accounts Activated	: 77.87%				





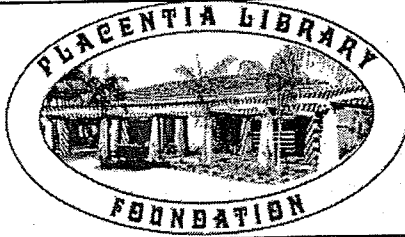
Donors For Month of April 2007

Sort: Last Name

Full Name	Total Cash \$
Bill Appleby	
Donna Bass	
Brenda Benner	
Diane Cooper	
Joan Dressel	
Carol Geisbauer	
Janet Kirwin	
Nadine Laborde	
Joyce Larson	
Stephen Lyon	
Elizabeth Minter	
Jane Murray	
Jane Overall	
Reva Parolari	
Wallace Rowe	
Toby Silberfarb	
Brian Tramison	
Penny Wojcik	
	\$845.00

18 Total Records

Report Criteria: Full Name Is Not Blank AND Total Cash Giving Is Between \$1.00 and \$5000.00



Group Donations April 2007

Sort: Max Gift Amount

Group ID	Name	Total Cash \$
B001000427	United Way of Orange County	\$87.36
B001000059	Boeing Gift Matching Program	\$150.00
		\$237.36

2 Total Records

Report Criteria: Max Gift Amount Is Not Blank AND OK To Mail Is Not Blank AND Total Cash Giving Is Between \$1.00 and \$5000.00

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *EDM*
SUBJECT: **Building Maintenance Report for April 2007**
DATE: May 29, 2007

HVAC: 4-12-07 – Regular Maintenance

Electrical: 4-20-07 – Relamped library lobby, meeting room, and Children's Dept.

Carpet Cleaners: 4-27-07 - Cleaned Meeting Room carpet.

Public Restroom: 4-30-07 – Administrative Services Director, Steve Pischel and Chief Building Official, Robert Chang from the City of Placentia reported to Elizabeth D. Minter that Arnie Pike & Omar Ruiz, residents of Placentia, addressed the City Council at their regular meeting to voice concerns about the Library's public restroom's inability to accommodate disabled patrons. As of May 23, 2007, neither Mr. Pike nor Mr. Ruiz have communicated with Library Director Minter to discuss their concerns; however, she will be discussing potential public restroom modifications to address the immediate need of the disabled patron.

Prepared by: Wendy Goodson

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *EDM*
SUBJECT: Personnel Report for April 2007
DATE: May 29, 2007

RESIGNATIONS:

None

APPOINTMENTS:

None

OPEN POSITIONS:

None

WORKERS' COMPENSATION LEAVE:

None

Prepared by: Wendy Goodson

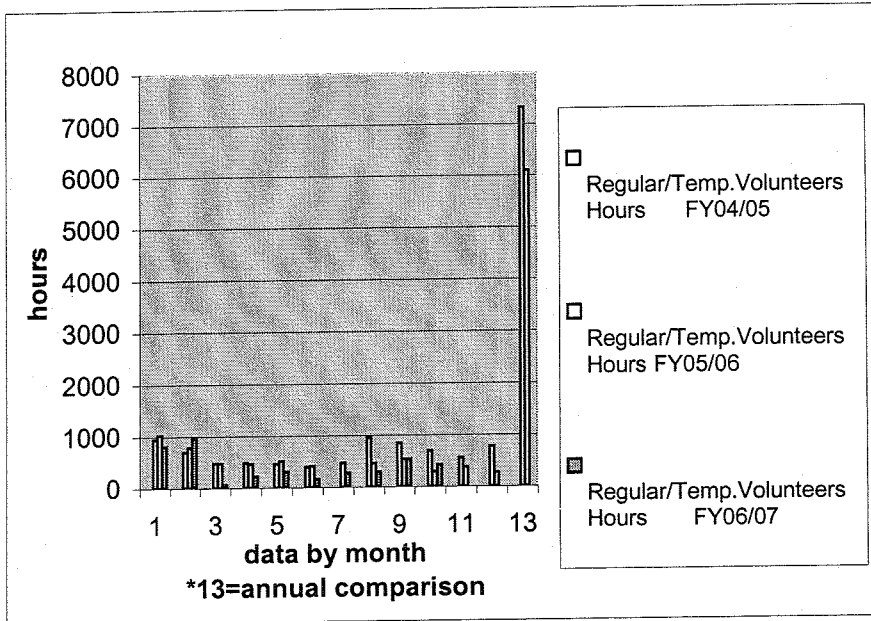
TO: Elizabeth D. Minter, Library Director
 FROM: Lois Monroe, Coordinator of Development and Volunteer Services
 SUBJECT: **Voluntee Report for Month of April '07**

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

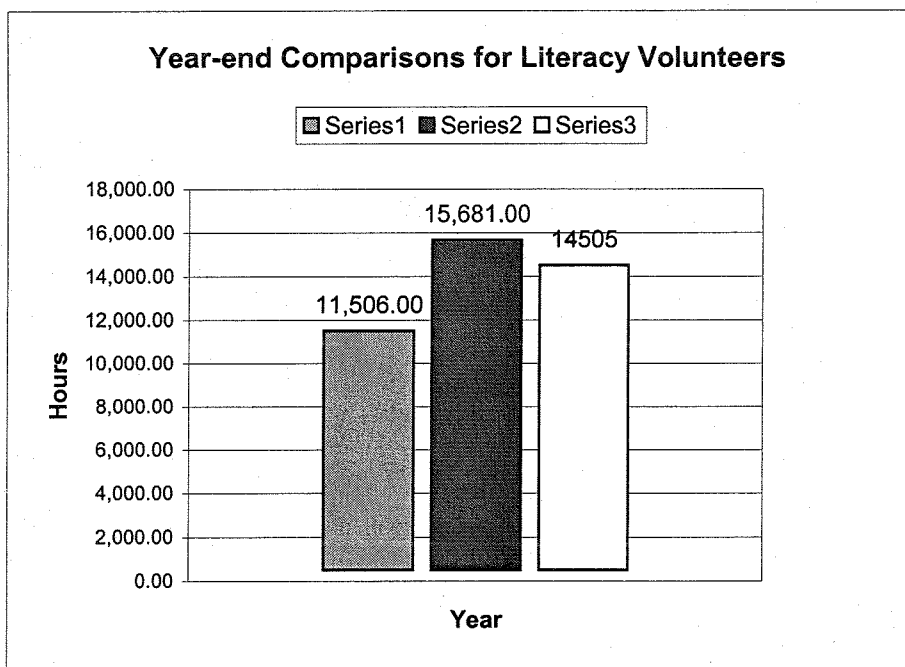
	FY04/05	FY05/06	FY06/07
July	948.25	1,027.50	815.25
August	696.25	784.50	980.75
September	482.00	470.75	60
October	487.75	458.25	227
November	461.00	516.00	310
December	400.75	416.00	170
January	*	472.00	279
February	959.75	462.50	290
March	846.50	537.50	540.45
April	698.00	294.50	425.3
May	559.75	380.25	
June	<u>780.00</u>	<u>273.25</u>	
	7,320.00	6,093.00	

# of Active Volunteers for June 2006	Jul-06	Aug-06	Sep-06	Oct-06	Nov. '06	Dec.06	Feb. 07	March '07	April '07	
Bookstore:	36	31	39	35	30	26	15	12	16	31
Regular:	8	6	11	9	8	11	7	9	17	19
Temporary:	6	13	8	11	5	4	2	3	3	1
Literacy:	167	63	79	71	104	97	85	90	107	91



Literacy Volunteer Hours

	FY04/05	FY05/06	FY06/07
July	1,008.00	622.00	892
August	684.00	609.00	987
September	704.00	894.00	1030
October	684.00	1,750.00	1934
November	1,458.00	1,599.00	2155
December	1,075.00	1,599.00	1386
January	*	912.00	1254
February	2,084.00	1,266.00	1617
March	978.00	1,200.00	1919
April	976.00	2,210.00	1331
May	814.00	1,610.00	
June	<u>1,041.00</u>	<u>1,410.00</u>	
	11,506.00	15,681.00	14505



excel/mydoc's/volunteer/vol.boardreports7/06

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *EDM*
SUBJECT: Circulation Report for April 2007
DATE: May 29, 2007

Technical Services Manager Vernon Napier has been on vacation since April 25, 2007.

He will be at the Library Board Meeting on May 29, 2007 and will distribute the Circulation Report at that time.

PLACENTIA INVOICES

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
TOTAL		47,139.90	13,898.11	8,531.65	1,584.04	0.00	86.76	71,240.46
AVG		3,928.33	1,158.18	710.97	132.00	0.00	7.23	5,936.71

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	05/12/06	2,502.66	1,150.57	144.17	107.50	0.00	7.17	3,912.07
Jun-06	06/12/06	2,752.81	1,553.83	144.17	107.50	0.00	0.00	4,558.31
TOTAL		39,654.98	15,163.96	3,525.80	4,142.97	0.00	86.79	62,574.50
AVG		3,304.58	1,263.66	293.82	345.25	0.00	7.23	5,214.54

PERIOD COVERED FY2006-2007	DATE INVOICE	S. CA EDISON	TURF	GROUNDS	MAINT/ REPAIRS	CIV CTR SEISMIC	IRRIGATION CONTROL	TOTAL
Jul-06	07/13/06	3,167.47	1,582.33	0.00	0.00	0.00	7.19	4,756.99
Aug-06	08/07/06	6,246.49	1,150.57	299.97	107.50	0.00	7.19	7,811.72
Sep-06	09/13/07	7,600.32	1,150.57	136.67	107.50	0.00	7.36	9,002.42
Oct-06	10/10/06	7,857.15	1,215.92	136.67	107.50	0.00	21.79	9,339.03
Nov-06	11/07/06	7,543.64	1,150.57	136.67	260.73	0.00	7.73	9,099.34
Dec-06	12/07/06	4,457.51	1,150.57	136.67	342.11	0.00	7.45	6,094.31
Jan-07	01/10/07	3,986.03	1,150.57	136.67	332.50	0.00	7.47	5,613.24
Feb-07	02/12/06	6,592.15	1,150.57	136.67	107.50	0.00	7.48	7,994.37
Mar-07	03/07/07	3,267.41	1,150.57	136.67	107.50	0.00	7.77	4,669.92
Apr-07	04/09/07	3,388.12	1,150.57	136.67	107.50	0.00	0.29	4,783.15
May-07		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Jun-07		0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL		54,106.29	12,002.81	1,393.33	1,580.34	0.00	81.72	69,164.49
AVG		5,410.63	1,200.28	139.33	158.03	0.00	8.17	6,916.45



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	219.34	69.00	0.00	288.34	144.17
Jun-06	219.34	69.00	0.00	288.34	144.17
TOTAL	6,085.60	966.00	0.00	7,051.60	3,525.80
AVG	507.13	80.50	0.00	587.63	293.82

TOTAL DOLLARS SPENT

FY2006-2007	LABOR	EQUIPMENT	MATERIAL	TOTAL 50% LIBRARY	
Jul-06	219.34	69.00	0.00	288.34	144.17
Aug-06	219.34	54.00	0.00	273.34	136.67
Sep-06	219.34	54.00	0.00	273.34	136.67
Oct-06	219.34	54.00	0.00	273.34	136.67
Nov-06	219.34	54.00	0.00	273.34	136.67
Dec-06	219.34	54.00	0.00	273.34	136.67
Jan-07	219.34	54.00	0.00	273.34	136.67
Feb-07	219.34	54.00	0.00	273.34	136.67
Mar-07	219.34	54.00	0.00	273.34	136.67
Apr-07	219.34	54.00	0.00	273.34	136.67
May-07	0.00	0.00	0.00	0.00	0.00
Jun-07	0.00	0.00	0.00	0.00	0.00
TOTAL	2,193.40	555.00	0.00	2,748.40	1,374.20
AVG	219.34	55.50	0.00	274.84	137.42

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	84.44	69.10	65.80	0.00	0.00	219.34
Jun-06	84.44	69.10	65.80	0.00	0.00	219.34
TOTAL	2,068.78	1,796.60	756.70	0.00	1,463.52	6,085.60
AVG	172.40	149.72	63.06	0.00	121.96	507.13

DOLLARS BY TYPE OF WORKER

FY2006-2007	SUPERVISOR	CREWLEAD	SWEEPER	TRIMMER	MAINT WORK	TOTAL
Jul-06	84.44	69.10	65.80	0.00	0.00	219.34
Aug-06	84.44	69.10	65.80	0.00	0.00	219.34
Sep-06	84.44	69.10	65.80	0.00	0.00	219.34
Oct-06	84.44	69.10	65.80	0.00	0.00	219.34
Nov-06	84.44	69.10	65.80	0.00	0.00	219.34
Dec-06	84.44	69.10	65.80	0.00	0.00	219.34
Jan-07	84.44	69.10	65.80	0.00	0.00	219.34
Feb-07	84.44	69.10	65.80	0.00	0.00	219.34
Mar-07	84.44	69.10	65.80	0.00	0.00	219.34
Apr-07	84.44	69.10	65.80	0.00	0.00	219.34
May-07	0.00	0.00	0.00	0.00	0.00	0.00
Jun-07	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL	844.40	691.00	658.00	0.00	0.00	2,193.40
AVG	84.44	69.10	65.80	0.00	0.00	219.34

TIME BY TYPE OF WORKER

FY2004-2005	SUPERVISOR	CREWLEAD	SWEEPER	BLDG MAINT		MAINT WORK	TOTAL
				TRIMMER			
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			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		MAINT WORK	TOTAL
				TRIMMER			
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	2.00	2.00	2.00	0.00		0.00	6.00
Jun-06	2.00	2.00	2.00	0.00		0.00	6.00
TOTAL	41.00	48.00	22.00	0.00		48.00	159.00
AVG	3.42	4.00	1.83	0.00		4.00	13.25

TIME BY TYPE OF WORKER

FY2006-2007	SUPERVISOR	CREWLEAD	SWEEPER	BLDG MAINT		MAINT WORK	TOTAL
				TRIMMER			
Jul-06	2.00	2.00	2.00	0.00		0.00	6.00
Aug-06	2.00	2.00	2.00	0.00		0.00	6.00
Sep-06	2.00	2.00	2.00	0.00		0.00	6.00
Oct-06	2.00	2.00	2.00	0.00		0.00	6.00
Nov-06	2.00	2.00	2.00	0.00		0.00	6.00
Dec-06	2.00	2.00	2.00	0.00		0.00	6.00
Jan-07	2.00	2.00	2.00	0.00		0.00	6.00
Feb-07	2.00	2.00	2.00	0.00		0.00	6.00
Mar-07	2.00	2.00	2.00	0.00		0.00	6.00
Apr-07	2.00	2.00	2.00	0.00		0.00	6.00
May-07	0.00	0.00	0.00	0.00		0.00	0.00
Jun-07	0.00	0.00	0.00	0.00		0.00	0.00
TOTAL	20.00	20.00	20.00	0.00		0.00	60.00
AVG	2.00	2.00	2.00	0.00		0.00	6.00

Elizabeth Minter

From: Neil McCormick [neilm@csla.net]
Sent: Monday, May 21, 2007 6:03 AM
To: eminter@placentalibrary.org
Subject: CSDA e-News for the week of May 21, 2007

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May 21, 2007

In this issue...

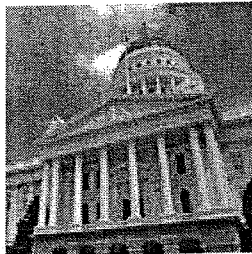
- [2007 SLDL a Success—Join Us Next Year!](#)
- [Bighorn Bill Passes from Assembly](#)
- [May Revise of the Budget Released](#)
- [May 31 – Board's Role in Finance & Fiscal Accountability](#)
- [CEWAER to Partner with CSDA at the 2007 Annual Conference](#)
- [CSDA Education Classes – An Additional Membership Benefit](#)
- [Featured Member Benefit – Free Legal Advice!](#)
- [Registration Open Now for Symposium on Pharmaceuticals and Personal Care Products in the Environment](#)
- [Spread the e-News](#)
- [Employment Opportunities](#)
- [Education Calendar](#)

Employment

Here are the latest job opportunities posted on the CSDA website:

Manager of Field Operations

2007 SLDL a Success—Join Us Next Year!



CSDA's Special Districts Legislative Days was another success this year, with 125 members attending the two-day event. The evening reception on Monday, May 14, gave attendees a chance to chat with more than a dozen legislators and legislative staff. [Read more about SLDL...](#)

Bighorn Bill Passes from Assembly

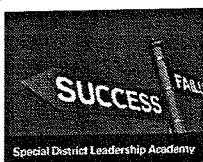
On Monday, May 14, Assembly Bill 1260—the 'Bighorn' bill—passed from the Assembly Floor on a 43 to 31 vote. [Learn more about the Bighorn bill...](#)

May Revise of the Budget Released

The May Revise of the state budget was released by the governor last Monday. This is the mid-year adjustments to the January budget for the 2007-2008 fiscal year. [Learn more about the May Revise...](#)

Education

May 31 – Board's Role in Finance & Fiscal Accountability



The third module in the Special District Leadership Academy is the Board's Role in Finance & Fiscal Accountability. This class will be held May 31 in Ontario at the

Education

June 7
[Board's Role in Finance & Fiscal Accountability](#)
Berkeley

August 3
[Board's Role in Human Resources](#)
Berkeley, CA

Oct 1
[General Manager Training](#)
Monterey

Oct 1
[Strategic Planning for Special Districts](#)
Monterey

Oct 1
[Board Member Training](#)
Monterey

Oct 1-4
[CSDA Annual Conference & Exhibitor Showcase](#)
Monterey

Visalia Public Cemetery
District

**Director of Parks and
Resources**
Yolo County

**Senior Administrative
Analyst**
Sacramento Regional
Transit District

Fire Chief
Pioneer Fire Protection
District

City Clerk
City of Lake Elsinore

District Manager
Tahoe Resource
Conservation District

General Manager
Coastside County Water
District

Accountant
Santa Clara County Open
Space Authority

**Clerk to the
Commission/Office
Manager**
San Bernadino County

General Manager
Oceano Community
Services District

[View the complete list of
current employment
opportunities here.](#)

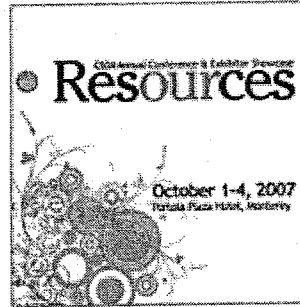
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announcements from
members at no charge. For
more information call
877.924.CSDA (2732).*

Advertisers

West Valley Mosquito and Vector Control Facility. This is an extremely important class for both board members and general managers. [Learn more about the Board's Role in Finance and Fiscal Accountability module...](#)

CEWAER to Partner with CSDA at the 2007 Annual Conference

The California Elected Women's Association for Education and Research, aka, CEWAER, will collaborate again this year with CSDA at the 2007 Annual Conference. CEWAER president, Jackie Spier will be the keynote speaker at the CEWAER dinner on Tuesday evening, October 2. [Learn more about CEWAER...](#)



CSDA Education Classes – An Additional Membership Benefit

As we approach the midway point of 2007, I have taken the time to reflect on the progress of the education department over the past 5 months. In my capacity as Education Director, I have been privileged to attend a number of the classes offered by the California Special Districts Association. [Learn more about CSDA Education classes...](#)

Membership

Featured Member Benefit – Free Legal Advice!

Did you know that your CSDA membership entitles you to FREE legal advice? To help serve you, our members, CSDA offers each member district **one hour** of free legal advice each year to help in resolving any legal issue or question! To utilize your free hour, simply fax your legal question to the CSDA office at 916.442.7889 or email it to LauraL@csda.net. Your question will be forwarded to CSDA's expert legal counsel for review and resolution. This cost-saving benefit is a great way to maximize your membership!

In the News

Registration Open Now for Symposium on

**Ethics
FAQ**



When may a legislative body hold an emergency meeting?

[Click here to learn the answer!](#)

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800.537.7790
SDRMA

Pharmaceuticals and Personal Care Products in the Environment

A symposium hosted by the Department of Toxic Substances Control, 'Pharmaceuticals and Personal Care Products (PPCP) in the Environment', is now open for registration. [Learn more about the PPCP symposium...](#)

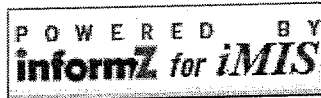
Spread the e-News!

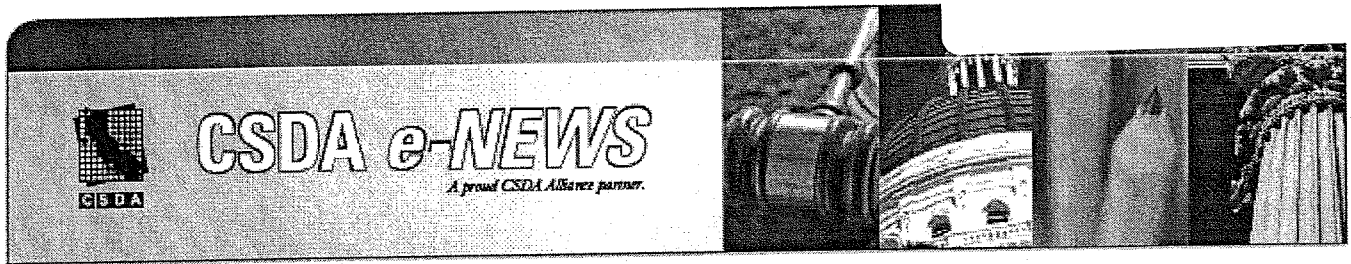
If you know of board members or employees from your district who would benefit from receiving CSDA e-News, simply reply to this email and send us their names, titles and email addresses – that ensures they'll begin receiving CSDA e-News every week. For more information, contact Cathy Cooke at cathyc@csda.net or (877) 924-CSDA (2732).

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If you prefer not to receive any further email from CSDA, please [let us know](#).





May Revise of the Budget Released

The May Revise of the state budget was released by the governor last Monday. This is the mid-year adjustment to the January budget for the 2007-2008 fiscal year. Revenues from an unexpected increase in personal income tax bolstered an increase in spending, an actual increase of 1.2 percent in spending over the initial January budget. The budget also includes deeper cuts in social programs to the low-income aged, blind and disabled. Additionally, \$3.1 billion was devoted to pay off some bonds early, saving the state money in the future.

The Legislative Analyst's Office (LAO) warned that the governor's budget would result in a \$3 billion shortfall as of July 1 (right when the new budget is to start) and more than \$5 billion the following year. The proposed budget also makes assumptions that the Legislature would approve new gambling compacts with Native American tribes, that the one-time transfer of transportation funds (worth \$830 million) is legal, that the state would be able to sell off EdFund for a one-time influx of \$1 billion, and that the privatization of the state lottery system would go through. The LAO also noted that the May Revise did not take into account a \$366 million accounting error, and did not take into consideration \$300 million in new contracts for the prison guards.

While special districts are not directly affected by this year's budget, the on-going structural deficit and bandages the governor used on this year's budget are still a concern. The memories of the raiding of funds through ERAF I, II and III are still fresh in local governments' minds. With increasing deficits, special districts need to be cognizant of any talks in the Legislature and governor's office regarding local governments' coffers.

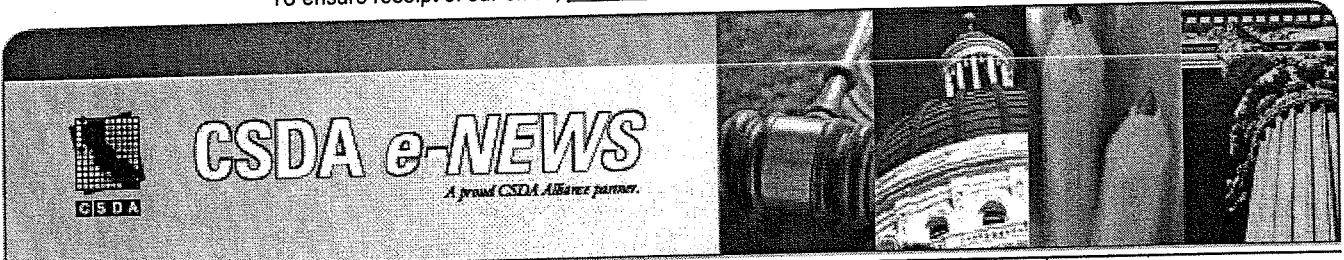
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Elizabeth Minter

From: Neil McCormick [neilm@csgda.net]
Sent: Monday, May 14, 2007 6:02 AM
To: eminter@placentialibrary.org
Subject: CSDA e-News for the week of May 14, 2007

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May 14, 2007

In this issue...

- [Legislative Update: SB 964 - Brown Act Serial Meetings](#)
- [Legislative Update: SB 819 Passes Committee](#)
- [State retiree health costs revealed](#)
- [Special District Leadership Foundation](#)
- [Annual Conference 2007 - Greening Our Resources](#)
- [Spread the e-News](#)
- [Ethics FAQ](#)

Employment

Here are the latest job opportunities posted on the CSDA website:

Senior Administrative Analyst
Sacramento Regional Transit District

Fire Chief
Pioneer Fire Protection District

City Clerk
City of Lake Elsinore

Legislative Update: SB 964 - Brown Act Serial Meetings

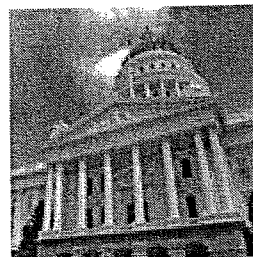
Senate Bill 964 by Senator Gloria Romero (D-Los Angeles), relating to the Brown Act and serial meetings, has been amended to resolve objections raised by CSDA and other local agencies. [Learn more about SB 964 and other legislative updates...](#)

Legislative Update: SB 819 Passes Committee

Senate Bill 819 by Senator Dennis Hollingsworth (R-Murrieta) passed the Senate Local Government Committee on Wednesday, May 9. SB 819 removes a July 1, 2008 sunset from a 2004 measure authored by then-Assembly Member Tom Harman. [Learn more about SB 819 and other legislative updates...](#)

State retiree health costs revealed

John Chiang, California's state controller and a speaker at CSDA's Special Districts Legislative Days, recently announced that California must come up with nearly \$48 billion over the next three decades to cover the medical care for thousands of current and future retired state employees. [Learn more about state retiree health costs here...](#)



Education

Education

May 22-23
Board Secretary Training
Berkeley

June 7
Board's Role in Finance & Fiscal Accountability
Berkeley

August 3
Board's Role in Human Resources
Berkeley

Oct 1
General Manager Training
Monterey

Oct 1
Strategic Planning for Special Districts
Monterey

Oct 1
Board Member Training
Monterey

Oct 1-4

District Manager
Tahoe Resource
Conservation District

General Manager
Coastside County Water
District

Accountant
Santa Clara County Open
Space Authority

**Clerk to the
Commission/Office
Manager**
San Bernadino County

General Manager
Oceano Community
Services District

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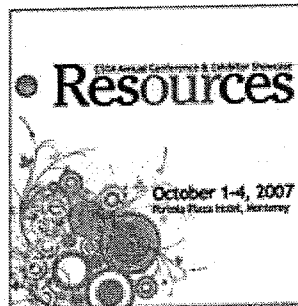
**Special District Leadership Foundation
Awards Three District of Distinction
Accreditation**



The SDLF is excited and proud to announce that three districts have recently been named Districts of Distinction. The El Toro Water District, the North County Cemetery District and

the Bear Valley Community Services District has each completed the rigorous process and each has complied with the necessary criteria needed to earn this prestigious accreditation. [Learn more about the Districts of Distinction...](#)

**Annual Conference 2007 – Greening Our
Resources**



This year's Annual Conference theme is Our Resources. Of particular interest to our membership are our natural resources. The 2007 CSDA Annual Conference will be your opportunity to learn more than ever before about the number of ways we can reduce waste,

recycle, and implement conservation methods related to transportation, water, and communication in our personal and professional lives. [Learn more about Greening Our Resources...](#)

Spread the e-News!

If you know of board members or employees from your district who would benefit from receiving CSDA e-News, simply reply to this email and send us their names, titles and email addresses – that ensures they'll begin receiving CSDA e-News every week. For more information, contact Cathy Cooke at cathyc@csla.net or (877) 924-CSDA (2732).

**Snowcase
Monterey**

[View the complete
education calendar
here.](#)

**Ethics
FAQ**



I serve on the Board of Directors of a special district. We will be hearing an employment matter soon and I have been approached individually by one of the parties to discuss an aspect of the hearing. Can I talk to that person individually?

[Click here to learn the answer!](#)





Legislative Update

Senate Bill 964-Brown Act Serial Meetings

Senate Bill 964 by Senator Gloria Romero (D-Los Angeles), relating to the Brown Act and serial meetings, has been amended to resolve objections raised by CSDA and other local agencies. Prior to recent amendments, SB 964, sponsored by the California Newspaper Publishers Association and the California Broadcasters Association, would have prohibited staffs of a local agency from providing basic information to local elected officials on a future agenda item.

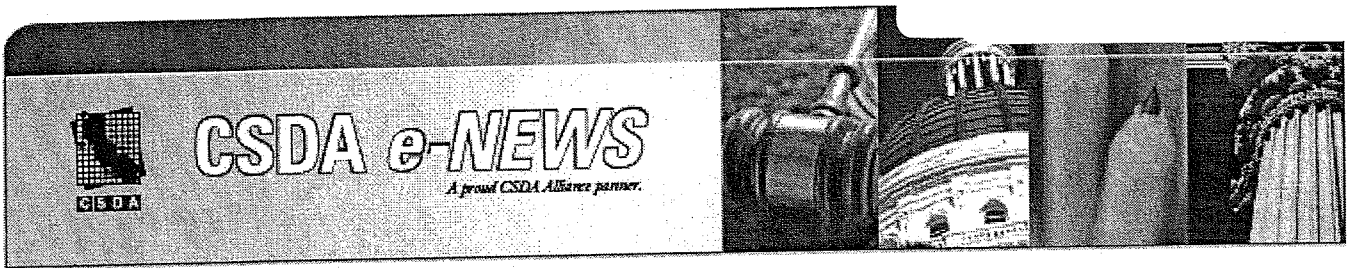
The most recent amendments to SB 964 remove that prohibition and retain the current Brown Act prohibition relative to serial meetings. CSDA is now neutral on SB 964, which passed the Senate Judiciary Committee on Tuesday, May 8 and the Senate Local Government Committee on May 9.

Senate Bill 819 Passes Committee

Senate Bill 819 by Senator Dennis Hollingsworth (R-Murrieta) passed the Senate Local Government Committee on Wednesday, May 9. SB 819 removes a July 1, 2008 sunset from a 2004 measure authored by then-Assembly Member Tom Harman. The measure permits a LAFCO to consolidate and reorganize special districts that were not formed under the same principal act. SB 819 also allows LAFCOs to initiate the formation of new special districts. CSDA is in support of SB 819.

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State retiree health costs revealed

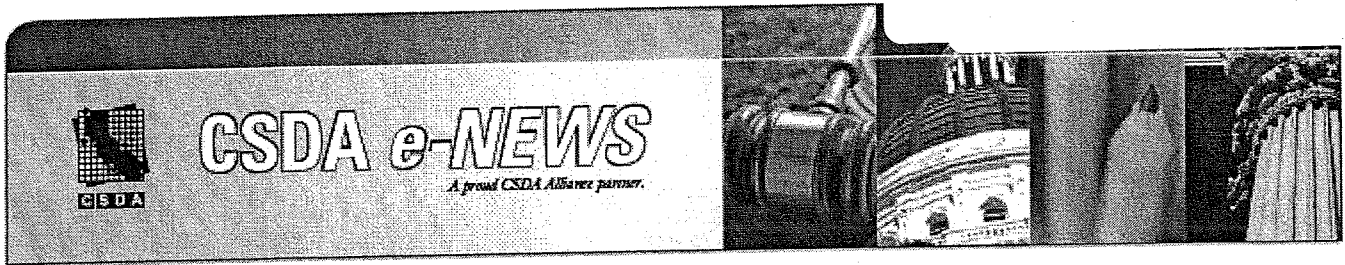
John Chiang, California's state controller and a speaker at CSDA's Special Districts Legislative Days, recently announced that California must come up with nearly \$48 billion over the next three decades to cover the medical care for thousands of current and future retired state employees. Due to changes to federal accounting rules, state and local governments must now disclose how much they owe for retiree health benefits and other post-employment benefits (OPEB). The Legislative Analyst's Office (LAO) was projecting a long-term cost of \$40 to \$70 billion and the controller's analysis falls into this. This cost pertains only to state government—projected OPEB costs for cities, counties, school districts, and special districts are separate and are expected to be in the billions.

Chiang also noted that while the amount seems large, steps can be taken now by the Legislature and the governor. If the state starts setting aside \$2.6 billion each year in an investment trust fund, the total cost can be slashed to \$31.3. Without action, annual costs for the state can be upwards of \$3.6 billion. The controller will certainly speak about the OPEB crisis in his speech to SDLD attendees.

In other OPEB-related news, the LAO released a report on retiree health benefits, addressing important questions and making recommendations the Legislature can adopt. [You can read the report here.](#)

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Special District Leadership Foundation Awards Three District of Distinction Accreditation

The SDLF is excited and proud to announce that three districts have recently been named Districts of Distinction. The El Toro Water District, the North County Cemetery District and the Bear Valley Community Services District has each completed the rigorous process and each has complied with the necessary criteria needed to earn this prestigious accreditation. The eight member associations of the SDLF take this opportunity to offer sincere congratulations to each district and to say, "Job well done!"

These three districts are the first to be awarded the coveted Districts of Distinction honor. The Special District Leadership Foundation is a 501(c)(3) non-profit organization founded in 1999 as a collaborative effort of the special district community. Today it is supported by eight special district associations: Association of California Water Agencies, California Association of Public Cemeteries, California Association of Recreation and Parks Districts, California Association of Sanitation Agencies, California Rural Water Association, California Special Districts Association, Fire Districts Association of California, and the Mosquito and Vector Control Association of California. The Special District Leadership Foundation is dedicated to excellence in local government and to that end, established the Districts of Distinction program.

Districts of Distinction is an accreditation program that enables districts to demonstrate to their communities, the media and to their legislators, their commitment to operate in a sound, responsible manner. Districts who apply for this award must submit a copy of their districts policies and procedures manual, three of their most recent audits including financial statements and management letters, and proof of ethics and governance training for each member of the Board of Directors and the executive staff. El Toro Water District, North County Cemetery District and Bear Valley Community Services District are to be commended for meeting these criteria in a professional and well-organized manner. They patiently waited for auditors and staff to review every document submitted and to make a qualified determination that has led to the bestowing of this honor.

Each district will receive a plaque to be displayed in their district office, a certificate of accommodation, and special recognition at the 2007 CSDA Annual Conference and at their individual association conferences. Again, sincere congratulations to El Toro, North County and Bear Valley – SDLF's first District of Distinction awardees.

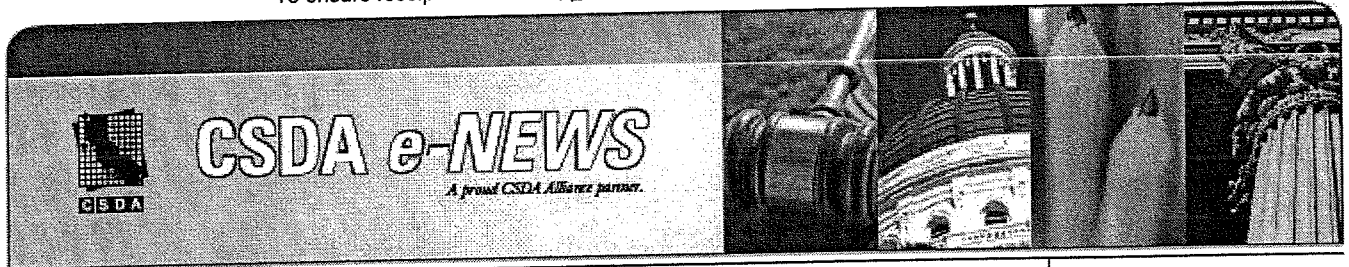
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From: Neil McCormick [neilm@csgda.net]
Sent: Monday, May 07, 2007 6:04 AM
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Subject: CSGDA e-News for the week of May 7, 2007

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May 7, 2007

In this issue...

[Legislative Update: Brown Act-Serial Meetings Bill Amended](#)

[Survey on Pension Reform/OPEB Sent](#)

[SDLD](#)

[Legislative Update: Brown Act-Serial Meetings Bill Amended](#)

[Education - SDLA](#)

[District votes to appeal decision in Casitas Municipal Water District V. United States](#)

[Spread the e-News](#)

[Employment Opportunities](#)

[Education Calendar](#)

[Ethics FAQ](#)

Employment

Here are the latest job opportunities posted on the CSGDA website:

General Manager
Coastside County Water District

District Manager
Tahoe Resource Conservation District

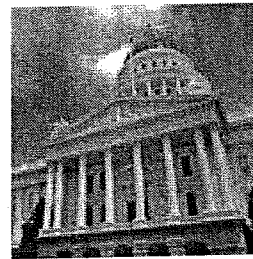
Legislative Update: Brown Act-Serial Meetings Bill Amended

Senate Bill 964 by Senator Gloria Romero (D-Los Angeles) was amended last week after concerns by local government associations, including CSGDA, were raised. [Read more about this...](#)

Legislative Update: Survey on Pension Reform/OPEB Sent — Be Sure to Respond!

A joint survey on OPEB liabilities—created by a coalition composed of local government associations including CSGDA, the Department of Finance, and the Department of General Services—was sent to special district administrators this past week. [Read more about Survey on Pension...](#)

SDLD Only a Week Away—Sign Up Now!



CSGDA's Special Districts Legislative Days is only a week away! Be sure to sign up for this exciting and informative event to learn about the top legislative priorities; listen to special speakers like State Controller John Chiang, Senate Local Government Committee Chair Gloria

Negrete McLeod, Assembly Local Government Committee Chair Anna Caballero, CSGDA Legislative Advocate Ralph Heim, and specialists on pension reform, the Bighorn court decision, and natural resources. [Read more about this...](#)

Legislative Update: State's Fiscal Outlook a

Education

May 11
Special District Leadership Academy: Setting Direction & Community Leadership Ontario

May 14-15
Special Districts Legislative Days Sacramento

May 22-23
Board Secretary Training Berkeley

June 7
Board's Role in Finance & Fiscal Accountability Berkeley

August 3
Board's Role in Human Resources Berkeley, CA

Oct 1-4
CSGDA Annual Conference & Exhibitor Showcase

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Santa Clara County Open
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San Bernadino County

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Oceano Community
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Los Osos Community
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Bit Brighter

California received higher-than-expected personal income tax revenue, the Department of Finance reported. Through March, personal income tax revenue was about \$1.6 billion below forecasts. [Read more about this...](#)



[view the complete
education calendar
here.](#)

**Ethics
FAQ**



Look for Ethics FAQ
next week!

Education

**Last Chance to Register for the Special
District Leadership Academy – Module 2
Setting Direction & Community Leadership**

CSDA's
Special District
Leadership Academy

Does your Board practice effective media relations? What is your policy on Legislative advocacy? Does your community know they have a 'special district' in their midst? Do you understand your community role as a special district leader?

[Learn More about Special District
Leadership Academy...](#)

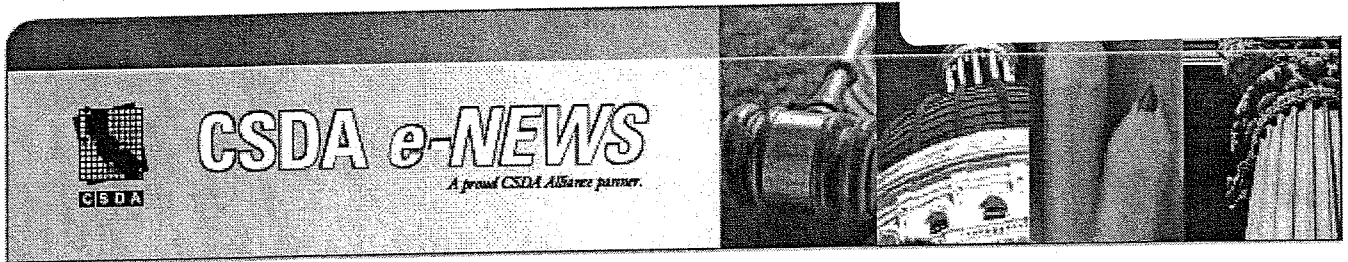
Do you know your way to Monterey?

Well, if you don't, this October is the time to Mapquest your way to Monterey and to the CSDA Annual Conference. Talk about a great time and a wonderful learning opportunity? We cannot begin to tell you! Nevertheless, we will... [Learn more about the CSDA Annual Conference...](#)

Membership

Spread the e-News!

If you know of board members or employees from your district who would benefit from receiving CSDA e-News, simply reply to this email and send us their names, titles and email addresses – that ensures they'll begin receiving CSDA e-News every week. For more information, contact Cathy Cooke at



Legislative Update

Brown Act-Serial Meetings Bill Amended

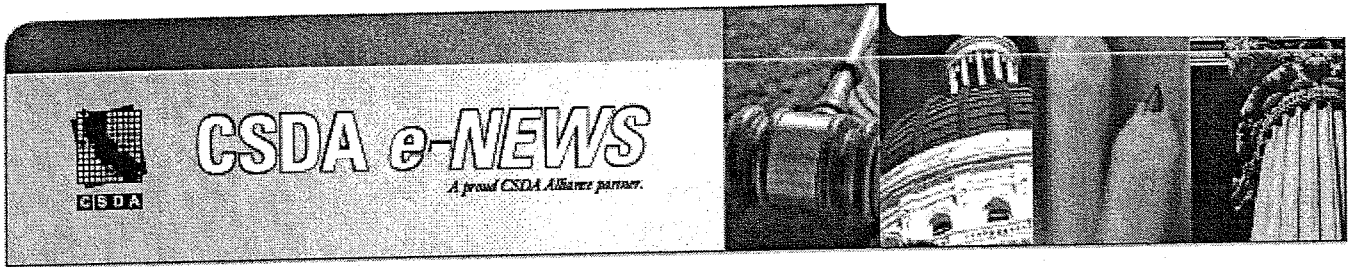
Senate Bill 964 by Senator Gloria Romero (D-Los Angeles) was amended last week after concerns by local government associations, including CSDA, were raised. SB 964 was authored in the wake of *Wolfe v. City of Fremont*. The court found that meetings between a city manager and individual city council members for the purpose of discussing a policy issue to be discussed in a future open meeting "did not inherently violate the Brown Act's serial meeting prohibition." The bill was written to close this loophole. However, as originally written, the SB 964 would have made it illegal for staff to even simply provide a board member with more information or clarification on an issue. The recent amendments tighten the language to specifically prohibit serial meetings, thus excluding the prohibition against providing information or clarification on policy issues on one-on-one basis.

CSDA's Legislative Committee will examine the latest amendments at the next committee meeting to determine if it alleviates our concerns.

SB 964 will be heard in Senate Judiciary Committee on May 8 and then again in the Senate Local Government Committee on May 9.

[California Special Districts Association](#) | 1112 I Street | Suite 200 | Sacramento, CA 95814 | 877.924.CSDA (2732)

A Proud CSDA Alliance Partner



Legislative Update

Survey on Pension Reform/OPEB Sent—Be Sure to Respond!

A joint survey on OPEB liabilities—created by a coalition composed of local government associations including CSDA, the Department of Finance, and the Department of General Services—was sent to special district administrators this past week. The goal of the survey is to get a better grasp on the scope of the pension crisis and to provide solid data to the governor's blue ribbon commission on pension reform. It is important that all CSDA members fill out the survey, even if your district does not offer other post-employment benefits (OPEB), such as healthcare, or dental and vision care. Simply check off that your district does not offer OPEB; this information is just as valuable.

Special districts play a key role in the delivery of services in California. Special districts can now play an important role in helping the state and other local governments grasp the full impact of OPEB/pension reform. Completing this survey is the first step. If you have not filled out the survey yet, please follow this link to the on-line survey:
<http://www.eforms.dgs.ca.gov/lfserver/rpm/opeb>.

California Special Districts Association | 1112 I Street | Suite 200 | Sacramento, CA 95814 | 877.924.CSDA (2732)

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Elizabeth Minter

From: Neil McCormick [neilm@csgda.net]
Sent: Monday, April 30, 2007 6:03 AM
To: eminter@placentialibrary.org
Subject: CSDA e-News for the week of April 30, 2007

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To ensure receipt of our email, please add 'CSDA@informz.net' to your address book.



April 30, 2007

In this issue...

- [Legislative Update: Senate Bill 343 Passes Committee](#)
- [Legislative Update: Senate Bill 964 - More Brown Act](#)
- [Legislative Update: Assembly Bill 1260, "Bighorn Bill", Passes Committee](#)
- [Legislative Days only weeks away!](#)
- [District votes to appeal decision in Casitas Municipal Water District V. United States](#)
- [CSDA Annual Conference Features Renowned Artist and Speaker, Erik Wahl](#)
- [Register Now - Space is still available](#)
- [Featured Member Benefit - Free Publications!](#)
- [Spread the e-News](#)
- [Ethics FAQ](#)

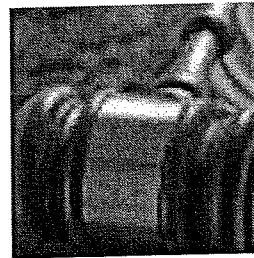
Employment

Here are the latest job opportunities posted on the CSDA website:

*District Manager
Tahoe Resource
Conservation District*

Legislative Update: Senate Bill 343 Passes Committee

On Wednesday, April 25, Senate Bill 343 by Senate Local Government Committee Chair Gloria Negrete McLeod (D-Chino) passed the Senate Local Government Committee. SB 343 would amend the Brown Act to require local agencies to make available to the public 'all writings' prepared by the agencies staff and others that are related to a specific agenda item at the time of the agenda posting.
[Read more about this and other legislative updates...](#)



Legislative Update: Senate Bill 964 - More Brown Act

A second Brown Act measure before the Senate Local Government Committee on April 25 was Senate Bill 964 by Senator Gloria Romero (D-Los Angeles). SB 964 is sponsored by the California Newspaper Publishers Association and the California Broadcasters Association and proposes to overturn the 2006 appellate court decision in *Wolfe v. City of Fremont*, which in part found that meetings between a city manager and individual city council members for the purpose of discussing a policy issue to be discussed in a future open meeting 'did not inherently violate the Brown Act's serial meetings prohibition.'
[Read more about this and other legislative updates...](#)

Legislative Update: Assembly Bill 1260, 'Bighorn Bill', Passes Committee

Education

May 9
[Strategic Planning for Special Districts Los Angeles](#)

May 11
[Special District Leadership Academy: Setting Direction & Community Leadership Ontario](#)

May 14-15
[Special Districts Legislative Days Sacramento](#)

May 22-23
[Board Secretary Training Berkeley](#)

June 7
[Board's Role in Finance & Fiscal Accountability Berkeley](#)

Oct 1-4
[CSDA Annual Conference & Exhibitor Showcase](#)

General Manager
Coastside County Water
District

Accountant
Santa Clara County Open
Space Authority

**Clerk to the
Commission/Office
Manager**
San Bernadino County

General Manager
Oceano Community
Services District

General Manager
Los Osos Community
Services District

Water System Operator
Montara Water & Sanitary
District

**View the complete list of
current employment
opportunities here.**

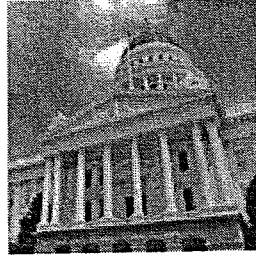
CSDA posts job
announcements from
members at no charge. For
more information call
877.924.CSDA (2732).

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Assembly Bill 1260, authored by Assembly Local Gover
Chair Anna Caballero (D-Salinas) and co-sponsored CSDA
and the Association of California Water Agencies, passed from
the Assembly Local Government Committee on Wednesday.
Read more about this and other legislative updates...

Legislative Days only weeks away!



CSDA's Special Districts Legislative
Days is only two weeks away, so be
sure to sign up for this informative and
interactive event in Sacramento at the
Sheraton Grand, May 14-15. This is
an opportunity for members to get
involved the in the legislative process,
learn more about the issues affecting

your district and local governments generally, and to directly
lobby your assembly members and state senators. Learn
more about Special Districts Legislative Days...

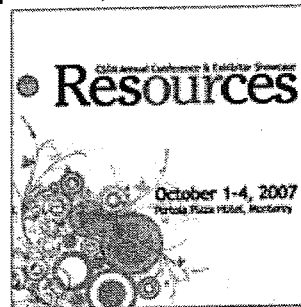
**District votes to appeal decision in *Casitas
Municipal Water District V. United States***

In a vote of 3 to 2 taken in late April, the Casitas Municipal
Water District board of directors decided to appeal the United
States Court of Federal Claims' ruling in *Casitas Municipal
Water District V. United States*. The ruling stated that the
government is not responsible for compensating water districts
for restrictions on water diversions to protect endangered
species. Learn more about the appeal...

Education

**CSDA Annual Conference Features
Renowned Artist and Speaker, Erik Wahl**

The 2007 CSDA Annual
Conference will boast a roster of
speakers that is sure to delight
the senses and challenge the
mind. This year's opening
session will begin on Tuesday
morning. This is a departure from
previous years that began on
Tuesday afternoon. So make
sure your airline reservations and your arrival times reflect this
change in program. Learn more about Erik Wahl...



Register Now – Space is still available:

Board Secretary Training – May 22-23

**View the complete
education calendar
here.**

**Ethics
FAQ**



**I own land outside of
the boundaries of the
district where I serve as
a Board Member. Do I
have to disclose those
real estate interests on
my Form 700?**

Read answer here.

Doubletree Hotel & Executive Meeting Center
Berkeley Marina

CSDA Leadership Academy

Course #2 – Setting Direction/Community Leadership

May 11

West Valley Mosquito and Vector Control District
Ontario

Course #3 – Board's Role in Finance & Fiscal Accountability

May 31

West Valley Mosquito and Vector Control District
Ontario

For more information, please contact Darcel Harris, Education
Director at (916) 442-7887

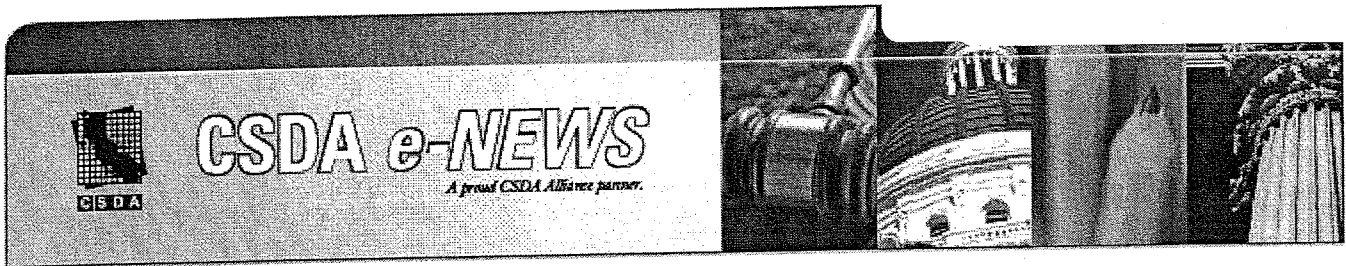
Membership

**Featured Member Benefit – Free
Publications!**

Did you know that you can access select publications for FREE? As a member, you already receive significant discounts on our printed publications but to make it even easier, select publications are available for free to members through the CSDA Members Section website. [Learn more about which publications are available for free and how to access them...](#)

Spread the e-News!

If you know of board members or employees from your district who would benefit from receiving CSDA e-News, simply reply to this email and send us their names, titles and email addresses – that ensures they'll begin receiving CSDA e-News every week. For more information, contact Cathy Cooke at cathyc@csla.net or (877) 924-CSDA (2732).



Legislative Update

Senate Bill 343 Passes Committee

On Wednesday, April 25, Senate Bill 343 by Senate Local Government Committee Chair Gloria Negrete McLeod (D-Chino) passed the Senate Local Government Committee. SB 343 would amend the Brown Act to require local agencies to make available to the public "all writings" prepared by the agencies staff and others that are related to a specific agenda item at the time of the agenda posting. Failure to meet this requirement would not allow the governing body of a local agency to consider that specific agenda item. CSDA presented "concerns" testimony to the Committee indicating that staffs often provide written reports to the members of the elected body containing new and/or clarifying information relative to agenda items after the agenda has been posted and Senate Bill 343 must be amended to allow for that practice to continue. Other local government associations also raised this concern. Senate Bill 343 is sponsored by the California Association of Realtors, who expressed their willingness to attempt to resolve this issue. To that end, the Senate Local Government Committee staff will convene a stakeholders meeting shortly to work through this and other issues presented in SB 343 and CSDA will participate in that meeting.

Senate Bill 964—More Brown Act

A second Brown Act measure before the Senate Local Government Committee on April 25 was Senate Bill 964 by Senator Gloria Romero (D-Los Angeles). SB 964 is sponsored by the California Newspaper Publishers Association and the California Broadcasters Association and proposes to overturn the 2006 appellate court decision in *Wolfe v. City of Fremont*, which in part found that meetings between a city manager and individual city council members for the purpose of discussing a policy issue to be discussed in a future open meeting **"did not inherently violate the Brown Act's serial meetings prohibition."** SB 964 would declare that such discussions between local agency staff and elected officials would be in violation of the Brown Act's serial meeting provisions. As an example, if an elected official called or wrote a staff member for more information or clarification relative to an agenda item, duly noticed for a public hearing, SB 964 would not permit the staff to respond, as doing so would violate the serial meetings provisions contained in the Brown Act. A number of the Senate Local Government Committee members were clearly disturbed by this prohibition and not prepared to move the bill forward. Senator Romero reminded the Committee that SB 964 was double-referred to the Senate Judiciary Committee and would attempt to resolve concerns in that Committee. Again, members of the Senate Local Government Committee argued that they are the policy committee and the bill should be "fixed" before moving to the Senate Judiciary Committee. In the end, the Committee agreed to ask the Senate Rules Committee to remove the bill from Committee, refer it to the Senate Judiciary Committee on May 8 and if passed there, refer it back to the Senate Local Government Committee on the following day, May 9. Senator Romero will be convening a stakeholder meeting in the near future to consider ideas to resolve local governments concerns and CSDA will participate therein.

Assembly Bill 1260, "Bighorn Bill", Passes Committee

Assembly Bill 1260, authored by Assembly Local Government Chair Anna Caballero (D-Salinas) and co-sponsored CSDA and the Association of California Water Agencies, passed from the Assembly Local Government Committee on Wednesday. Phil Rosentrater from CSDA-member Western Municipal Water District spoke on CSDA's behalf about the broad affects of the bill while ACWA's witness spoke about one particular aspect of the bill that opponent had clung onto: the 120-day statute of limitations to raise opposition. AB 1260 was authored in response to the *Bighorn-Desert View Water Agency v. Verjil* State Supreme Court decision which declared that water rates are subject to provisions of Proposition 218 in that they can be subject to referenda. This bill clarifies who can vote in the majority protest and

additionally creates a 120-day statute of limitations for any challenges to be raised. The Howard Jarvis Taxpayer Association, the sole opponent on the bill, vehemently spoke against the bill because of this aspect. The bill now moves onto the Assembly Floor.

Thanks again to Phil Rosentrater for taking the time to come and speak on CSDA's behalf.

California Special Districts Association | 1112 I Street | Suite 200 | Sacramento, CA 95814 | 877.924.CSDA (2732)

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Elizabeth Minter

From: Neil McCormick [neilm@cda.net]
Sent: Monday, April 23, 2007 6:02 AM
To: eminter@placentalibrary.org
Subject: CSDA e-News for the week of April 23, 2007

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To ensure receipt of our email, [please add 'CSDA@informz.net'](#) to your address book.



April 23, 2007

In this issue...

- [Legislative Update: Overtime bill passes from Committee](#)
- [Brown Act bill stalled in Committee, heard again this week](#)
- [Board Secretary Training in Humboldt County](#)
- [Special District Leadership Academy's](#)
- [CSDA 2007 Annual Conference](#)
- [Spread the e-News](#)
- [Employment Opportunities](#)
- [Education Calendar](#)
- [Ethics FAQ](#)

Employment

Here are the latest job opportunities posted on the CSDA website:

Accountant
Santa Clara County Open Space Authority

Clerk to the Commission/Office Manager
San Bernadino County

Legislative Update: Overtime bill passes from Committee



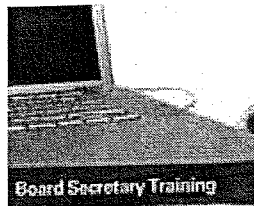
Assembly Bill 503 (Swanson) passed from the Assembly Public Employees, Retirement and Social Security committee on April 18, 2007. AB 503 intends to require public agencies to give employees eight hours prior knowledge in order to assign overtime. [Read the Legislative Update here...](#)

Brown Act bill stalled in Committee, heard again this week

Senate Bill 343, by Senator Gloria Negrete McLeod (D-Chino), failed to move out of the Senate Local Government Committee on April 18, 2007, after facing surprisingly stiff opposition from the Republicans on the committee. [Read more about the Brown Act bill here...](#)

Education

Board Secretary Training in Humboldt County



You have only two more days to register for Board Secretary Training in Humboldt County. There is still room available, but you must register no later than Wednesday, April 25, 2007 by Noon. This is one of CSDA's

Education

April 26 & 27
Board Secretary Training
Eureka

May 9
Strategic Planning for Special Districts
Los Angeles

May 11
Special District Leadership Academy: Setting Direction & Community Leadership
Ontario

May 14-15
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Sacramento

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General Manager
Oceano Community
Services District

General Manager
Los Osos Community
Services District

Water System Operator
Montara Water & Sanitary
District

[View the complete list of current employment opportunities here.](#)

CSDA posts job announcements from members at no charge. For more information call (877) 924-CSDA (2732).

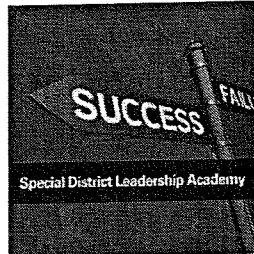
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[Board Secretary Training...](#)

Plan to Attend the Special District Leadership Academy's Third Module



The third module of the Special District Leadership Academy (formerly known as the Governance Academy) is The Board's Role in Finance and Fiscal Accountability. In these days of close media scrutiny and highly publicized ethical misconduct, one of the most

important and the most challenging responsibilities of any elected or appointed official is the oversight of district finances. [Learn more here...](#)

CSDA 2007 Annual Conference Emphasis an Important Human Resource – Generational Diversity



Have you thought about the way in which your district manages its generational differences? For the first time in American

history, there are four generations sharing the workplace at the same time. What frames each of the generations and what influences the work styles of each? [Learn more about Generational Diversity...](#)

Spread the e-News!

If you know of board members or employees from your district who would benefit from receiving CSDA e-News, simply reply to this email and send us their names, titles and email addresses – that ensures they'll begin receiving CSDA e-News every week. For more information, contact Cathy Cooke at cathyc@cda.net or (877) 924-CSDA (2732).

[View the complete education calendar here.](#)

Ethics FAQ



I am a director for a fire protection district. A contractor had contributed \$250 to my election campaign and now is bidding for work on the district's new firehouse. Do I need to recuse myself from any decision on the award of the contract?

[Read answer here.](#)

Elizabeth Minter

From: Neil McCormick [neilm@csgda.net]
Sent: Monday, April 16, 2007 6:03 AM
To: eminter@placentialibrary.org
Subject: CSDA e-News for the week of April 16, 2007

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April 16, 2007

In this issue...

- [SDLD Lobby Day Meetings Being Scheduled—Reserve Your Spot Now](#)
- [Legislative Analyst Releases Two New Projects](#)
- [Legislative Update: What's New with AB 503 and SB 343](#)
- [Featured Benefit – CSDA Listserve!](#)
- [In the News...](#)
- [Spread the e-News](#)

Employment

Here are the latest job opportunities posted on the CSDA website:

General Manager
Oceano Community Services District

General Manager
Los Osos Community Services District

Water System Operator
Montara Water & Sanitary District

General Manager

SDLD Lobby Day Meetings Being Scheduled—Reserve Your Spot Now

Reservations for CSDA's Special Districts Legislative Days, May 14-15 at the Sheraton Grand in Sacramento, are coming in fast and staff are starting to schedule attendees' Lobby Day schedule. The Lobby Day portion of the event, on May 15 from 2 to 5 p.m. gives SDLD attendees the opportunity to meet with their respective assembly member and state senator in the Capitol on the top issues facing special districts this year. [Learn more about Special Districts Legislative Days...](#)



Legislative Analyst Releases Two New Projects

The state's Legislative Analyst's Office (LAO) released two new projects that deserve the attention of special districts. One is a new website concerning retiree healthcare and, consequently, the post-employment benefits crisis the state and all local governments are facing. [Learn more here...](#)

Legislative Update: What's New with AB 503 and SB 343

As CSDA members know, AB 503 (Swanson), a bill that would not allow public agencies to assign overtime unless notice was given eight hours before, will be heard Wednesday in the Assembly Public Employees, Retirement and Social Security

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Sacramento

May 22-23
Board Secretary Training
Berkeley

Oct 1-4
CSDA Annual Conference & Exhibitor Showcase

McCloud Community
Services District

Committee. [Read the Legislative Update here...](#)

Billing Clerk III
West Valley Water
District

[View the complete list of
current employment
opportunities here.](#)

CSDA posts job
announcements from
members at no charge. For
more information call (877)
924-CSDA (2732).

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Membership

Featured Benefit – CSDA Listserve!

The CSDA Listserve is a group email service that allows you to send a message or question to one email address and reach a multitude of special district professionals. This service provides a convenient, fast, and easy way for CSDA members to discuss issues of importance to special districts, share relevant information, and get answers to questions from those most qualified to answer: people who have been through the same experiences. [Learn more about the Listserve and how to get started...](#)

In the News

California Water Supply Electricity Demand Tops 2,000 MW on Peak Days, Report Says

The Water supply-related electricity consumption – the electricity needed to treat, distribute and dispose of water – exceeds 2,000 megawatts (MW) on peak days in California, according to energy consultant Lon W. House. In a new report written for the California Energy Commission's (CEC) Public Interest Energy Research (PIER) program, House attributes almost 60% of that total to agricultural groundwater and surface water pumping, and the other 40% to water agencies, with 500 MW used just to provide water and sewer services to the residential sector. [Learn more...](#)

Spread the e-News!

If you know of board members or employees from your district who would benefit from receiving CSDA e-News, simply reply to this email and send us their names, titles and email addresses – that ensures they'll begin receiving CSDA e-News every week. For more information, contact Cathy Cooke at cathyc@clda.net or (877) 924-CSDA (2732).

[View the complete
education calendar
here.](#)

Ethics FAQ



An employee of a
sanitary district has
decided that he would
like to have a voice in
the policy decisions
made by the District.
Can the employee run
for a position on the
board of the district?

[Read answer here.](#)



Legislative Analyst Releases Two New Projects

The state's Legislative Analyst's Office (LAO) released two new projects that deserve the attention of special districts. One is a new website concerning retiree healthcare and, consequently, the post-employment benefits crisis the state and all local governments are facing. To see the new LAO website on retiree health, go to: <http://www.lao.ca.gov/retireehealth/>.

Another newly released project is a document simply called California's Tax System. This is a primer on the state's various funding streams. It examines tax-related questions of interest to policymakers, such as "What are the different types of taxes upon which California relies?" It can be found through the LAO's homepage, <http://www.lao.ca.gov>.

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Recent Publications

Upcoming Reports

California's Tax System: A Primer

April 9, 2007

[HTML](#) [PDF](#) [Summary](#)

Baldwin Hills Conservancy: Meeting Objectives; More Work to Be Done

March 27, 2007

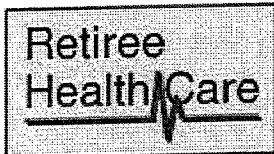
[HTML](#) [PDF](#) [Summary](#)

Analysis of the 2007-08 Budget Bill

February 21, 2007

[HTML](#) [PDF](#) [Summary](#)

LAO Launches...



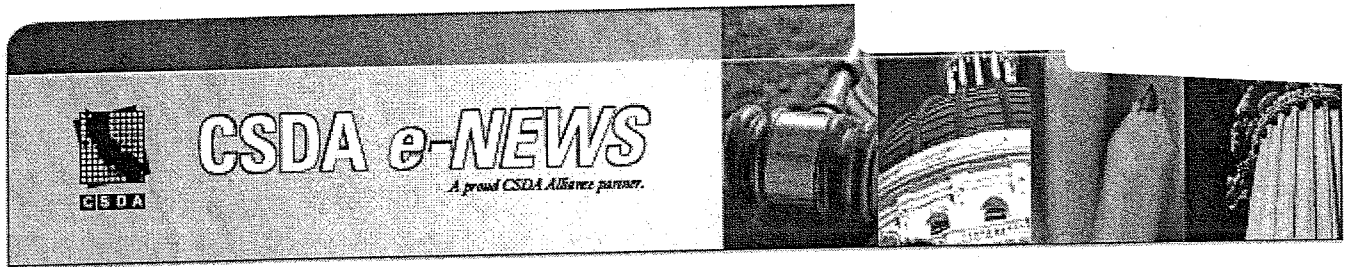
News and Reports from
California and Beyond

2007-08 Budget: Perspectives and Issues

February 21, 2007

[HTML](#) [PDF](#) [Summary](#)

More Publications...



Legislative Update: What's New with AB 503 and SB 343

As CSDA members know, AB 503 (Swanson), a bill that would not allow public agencies to assign overtime unless notice was given eight hours before, will be heard Wednesday in the Assembly Public Employees, Retirement and Social Security Committee. CSDA sent a Legislative Alert to all members, requesting they send a letter of opposition to the Committee. Be sure to send your letter to the Committee members to voice your opposition to taking away the flexibility public agencies need to serve their constituents and the attempt to do away with any existing collective bargaining agreements or memorandums of understanding you may currently have with staff. Be sure to go to the [CSDA Members Section Legislation and Grassroots](#) webpage to find information on how to oppose AB 503.

SB 343 (Negrete McLeod) was amended last week with positive changes but the bill still has fundamental points to clarify. This bill would require that all staff-prepared documents included in the board packet must be posted along with the agenda, or else the agenda item cannot be heard. SB 343 was recently amended to extend the implementation deadline from January 1, 2007 to July 1, 2008, giving special districts and other local governments some implementation flexibility. Additionally, it was also amended to reiterate and codify that closed session documents—including lawyer-client privileged information—would not have to be included in the posted documents. While these amendments are encouraging, some questions still remain regarding how to deal with urgent and emergency situations that may arise between the 72 hours from the posting of the original documents and the board meeting. CSDA is continuing to Watch the bill and working with the staff on these points. The bill will be heard on Wednesday in the Senate Local Government Committee hearing.

[California Special Districts Association](#) | 1112 I Street | Suite 200 | Sacramento, CA 95814 | 877.924.CSDA (2732)

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Elizabeth Minter

From: Jeri Takeda [jtakeda@mcls.org]
Sent: Monday, May 14, 2007 5:26 PM
To: 'MCLS/SLS/SSCLS Directors'; Thelen Reid & Priest LLP; bwolfe; CA School of Culinary Arts; Citrus Comm College; CSUN; El Camino College; El Segundo USD; Glendora High School; Huntington Beach PL; Moorpark City Library; Palm Springs PL; Rancho Mirage PL; Santa Monica College; Sidley Austin Brown & Wood LLP; Southwestern University; nkleban@la.aiuniv.edu; 'Heller, Ehrman, White & McAuliffe'
Cc: 'Theyer, Hillary'; shaber; bgallardo; ccarlisle; hfirchow; jstaff; mgermroth; palger; rgarza; rkitamura
Subject: FW: [CALIX:6751] News from the Capitol

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

From: owner-calix@listproc.sjsu.edu
[mailto:owner-calix@listproc.sjsu.edu] On Behalf Of Susan Negreen
Sent: Monday, May 14, 2007 5:15 PM
To: calix@listproc.sjsu.edu
Subject: [CALIX:6751] News from the Capitol

TO: CLA Members/ Systems/ Network Contacts
FROM: Mike Dillon, CLA Lobbyist; Christina Dillon, CLA Lobbyist
RE: News From the Capitol

GOVERNOR RELEASES "MAY REVISION" OF BUDGET - NO CHANGE TO PUBLIC LIBRARY FOUNDATION

Shortly after 1 p.m. today, Governor Arnold Schwarzenegger released his May Revision of the Budget, which he noted is "fiscally responsible, fully funds education, and continues to pay down the debt." The so-called "May Revise" allows the Governor and his Department of Finance to make revenue and programmatic adjustments to the January Budget that was released earlier this year. At a press conference held in the Secretary of State's massive auditorium, the Governor stated that despite the housing slump, "revenue projections have come out right on target." However, the Governor cautioned, "California's Budget still lives on a razor's edge" and argued that it is difficult to make reductions or programmatic changes when "90 percent of the Budget is already committed." (e.g. Proposition 98, union agreements, etc.) He has proposed a series of reductions in the Budget, with his Budget primer reading: "Consequently, the only way to hold down spending is by approving very few discretionary spending increases while changing state law to reduce the cost of programs. The Governor's Budget proposed legislation to reduce various state programs for a total savings of \$2.5 billion. The May Revision proposes additional program reductions for \$430 million in additional savings, of which \$230 million will be in the budget year, with the remainder occurring in the current year."

Despite the above referenced cuts, the Governor made no changes in the State Library budget, including the Public Library Foundation, which he continues to fund at the January Budget baseline level of \$21.3 million.

Since the Governor has not proposed an augmentation to the PLF, it will be necessary for the Assembly and Senate Budget Subcommittees to include an augmentation during their deliberations in the coming days if the PLF is to receive increased funding this year. As you may recall from our previous memo, the Senate Budget Subcommittee on Education Finance restored the \$52,000 cut to the PLF, which was intended to fund the State Library's Integrated Library System Replacement Project. The subcommittee preferred that funding for the State Library project come from other non-Proposition 98 sources, instead of using the PLF as the annual funding stream. In addition, the Senate Budget Subcommittee will be revisiting the idea of providing an augmentation to the PLF when they meet later this week or next week. The Assembly Budget Subcommittee on Education Finance expressed initial concern over the \$52,000 proposed reduction, but took no action - choosing to defer action until after the May Revise was released. Similarly, they have not made any decision regarding whether or not to augment the PLF.

We will alert you when the subcommittees take final action on the Public Library Foundation and related library items.

-----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 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--

Elizabeth Minter

From: Jeri Takeda [jtakeda@mcls.org]
Sent: Friday, May 11, 2007 3:50 PM
To: 'MCLS/SLS/SSCLS Directors'
Cc: shaber; bgallardo; ccarlisle; hfirchow; jstaff; mgermroth; palger; rgarza; rkitamura
Subject: FW: [CALIX:6745] News From the Capitol - Library Bond Bill to be Amended

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

From: owner-calix@listproc.sjsu.edu [mailto:owner-calix@listproc.sjsu.edu] **On Behalf Of** Laura Fisher
Sent: Friday, May 11, 2007 3:27 PM
To: Calix
Subject: [CALIX:6745] News From the Capitol - Library Bond Bill to be Amended

TO: CLA Members/ Systems/ Network Contacts
FROM: Mike Dillon, CLA Lobbyist and Christina Dillon, CLA Lobbyist
RE: News From the Capitol

I. LIBRARY BOND BILL TO BE AMENDED TO INCLUDE PRIORITY FUNDING FOR "THIRD CYCLE APPLICANTS"

SB 156 by Senator Joe Simitian is a \$4 billion library construction and renovation bond measure that is sponsored by the California Library Association. The measure recently passed the Senate Education Committee, and is currently awaiting a hearing in the Senate Appropriations Committee, scheduled for Monday, May 21.

CLA lobbyists and the CLA "Bond Task Force," Chaired by CLA Legislative Chair, Melinda Cervantes, have been actively engaging in strategy discussions over the last month with Senator Simitian and his staff. Specifically, the Senator has been approached by several legislators who are arguing that SB 156 should contain a set-aside or priority funding for the so-called "Third Cycle Applicants" who did not receive funding during the 2000 construction bond grant awards. These legislators include a key Republican who strongly supported the past library bonds, and a new Democrat legislator who indicated it would be difficult for him to support the bill without the set-aside for "Third Cycle" projects. Senator Simitian has weighed the issue, and, with the concurrence of the CLA Task Force, a determination was made to craft amendments for SB 156 that will assist eligible libraries from the 2000 bond. Specifically, the bill will be amended to:

- Include a \$500 million set-aside to grant priority funding to viable and eligible Third Cycle "Outstanding" and "Very Good" projects that were not funded in 2000.

- Include language that will lift the state match cap from \$20 million to \$30 million to allow for inflation adjustments.

- Include an opportunity for library projects to recalculate their original application to allow for cost inflators, but the adjustments shall "not affect a change in the scope, scale, or quality of the project."

- The 2000 bond regulations would govern the administration of these funds.

- Any additional funds contained in the bond would be awarded on a competitive basis under new regulations developed by the Bond Board.

The CLA Task Force, as well as the Senator, felt that there were two other large issues that needed to be addressed in amendments, in addition to the above language. Amendments being incorporated into the bill will now give authority to the Bond Board to withdraw a grant award for noncompliance and award the grant to another applicant library jurisdiction. Lastly, the bill will also be amended to change the date of the ballot that the bond will appear on, from the 2008 Primary Election to the 2008 November Election.

5/20/2007


II. GOVERNOR WILL RELEASE "MAY REVISION" OF BUDGET NEXT WEEK: FORECAST IS GLOOMY?

Governor Arnold Schwarzenegger is set to release the so-called "May Revision" of the Budget on Monday or Tuesday of next week. The "May Revise" is the annual document prepared by the Governor, his Administration, and Department of Finance, which makes adjustments to the Governor's January Budget. The document may revise revenue adjustments upward, downward, propose new projects, and even suggest that existing programs be cut. This year's May Revise is much anticipated due to the fact that the legislature had received early warnings that tax receipts were coming in slower and lower than in previous years. A great deal of that slowdown in revenue is being attributed to the ever-declining housing market. However, on May 1, the San Francisco Chronicle reported that "surprisingly robust collections of personal income taxes [in April] have brightened the state's budget picture by \$1.3 billion - easing concerns over a big shortfall next year." Assembly Budget Chair, John Laird offered, "The choice was between a difficult or an extremely difficult budget, and I think we've probably dodged the bullet this time." However, the rumblings out of the Governor's Administration are not as rosy, and it is rumored that the Governor may be proposing sizeable cuts when the May Revise is released. Sources say that that Governor continues to be concerned about the housing market slump, as well as certain revenue assumptions that he made in his January Budget that have yet to materialize.

We will keep you posted as developments surface regarding the May Revise.

Agenda Item 26

TO: Elizabeth Minter, Library Director

FROM: Jim Roberts, Public Services Manager/Literacy Coordinator 

DATE: May 29, 2007


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.

- ◆ Placentia Rotary Reading Enrichment Program (PRREP) has begun again this school year. In late September and early October we had sign-ups at El Dorado and Valencia High Schools. So far, more than 140 students have signed-up.
- ◆ 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.
- ◆ PLLS is listed as a participating agency for interns with Valencia High School's Val Tech and International Baccalaureate (IB) programs. We had three IB interns last school year.
- ◆ The homework partnership with H.I.S. House began again in September. The homework club is held Mon.-Wed. from 6:30-8 PM. We have nine (9) school-age students enrolled so far this year.
- ◆ The homework club at Topaz Elementary School is for 7th and 8th grade students who attend Tuffree Middle School and are graduates of Topaz. The Topaz-Tuffree Homework Club began on September 18.
- ◆ The School District's citizenship class is on hold.
- ◆ The Kraemer-Placentia Library Homework Club started on October 30, in Room 101, and has been averaging over 40 students a day.
- ◆ On Monday, March 26, the VHS PRREP/Interact Club hosted an assembly for the "Disney Show Your Character" project, the Gang Awareness and Prevention Program (GAPP). This is the second year that PRREP has sponsored GAPP, and the club plans to make it an annual project.



TO: Elizabeth Minter, Library Director

FROM: Jim Roberts, Public Services Manager/Literacy Coordinator 

DATE : May 29, 2007

SUBJECT: Poet Laureate.

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

Thirteen patrons attended a poetry workshop on Saturday, April 21, from 1-3 PM in the Library's Meeting Room.

Placentia Library District

POLICY HANDBOOK

POLICY TITLE: Expense Authorization & Petty Cash
POLICY NUMBER: 3040

3040.1 All purchases made for the District by staff will be authorized by the Library Director, and will be in conformance with the approved District budget.

3040.2 Any commitment of District funds for a purchase or expense greater than \$10,000.00 will first be submitted to the Board of Directors for approval, or will be in conformance with prior Board action and/or authorizations.

3040.3 A "petty cash" checking account fund will be maintained in the District office having a balance-on-hand maximum of \$10,000.00. Included in this fund will be a \$550.00 Circulation Cash Register cash fund and a \$100.00 Office Petty Cash fund.

3040.3.1 Petty cash may be advanced to District staff or Trustees upon their request and the execution of a receipt for same, for the purpose of procuring item(s) or service(s) appropriately relating to District business. After said item(s) or service(s) have been obtained, a receipt for same will be submitted to the Library Director, and any remaining advanced funds will be returned. The maximum petty cash advance will be \$100.00.

3040.3.2 No personal checks will be cashed in the petty cash fund.

3040.3.3 The petty cash fund will be included in the District's annual independent accounting audit.

3040.4 Whenever employees or Directors of the District incur "out-of-pocket" expenses for item(s) or service(s) appropriately relating to District business as verified by valid receipts, said expended cash will be reimbursed upon request from the District's petty cash fund. In those instances when a receipt is not obtainable, the requested reimbursement will be approved by the Library Director prior to remuneration.

3040.4.1 Travel reimbursement requests and expense reimbursements submitted by the Library Director will be signed by the Library Board President or Secretary. They may

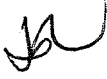
be signed by any other Trustee only if neither the Library Board President nor Secretary is available.

3040.5 In compliance with the Orange County Counsel opinion A-1000, dated June 20, 1983, stating, "...a local public entity, by resolution may authorize an employee to perform the functions of the governing body with respect to the allowance, compromise or settlement of a claim that is \$20,000 or less" the Board of Trustees authorizes the Library Director to process claims for items totaling less than \$20,000 of routine, budgeted expenses. These claims shall be signed by the Library Director and countersigned by one Trustee.

3040.5.1 Claims for routine, budgeted expenses processed for payment between Library Board Meetings and totaling more than \$20,000 may be signed by three trustees.

3040.5.2 In the absence of the Library Director three Trustees may sign Claims for routine budgeted items without any restriction in the amount of the Claim.

Agenda Item 30

TO: Elizabeth Minter, Library Director
FROM: Jim Roberts, Public Services Manager/Literacy Coordinator
DATE: May 29, 2007
SUBJECT: New grant for the Placentia Library Literacy Services. 

BACKGROUND:

In a letter dated May 9, 2007, the Orange County Community Foundation announced that the Placentia Library Literacy Services through the Placentia Library Foundation has been awarded a \$10,000 Draper Family Foundation grant for the **Helping Kids Achieve Program**. The check will be presented at a ceremony at the Community Foundation on June 5, 2007. These funds will be used for our homework clubs next school year.

RECOMMENDATION:

That the Library Board of Trustees receive, file, and ratify the grant.



Orange County Community
Foundation
30 Corporate Park, Suite 410
Irvine, California 92606

phone 949.553.4202
facsimile 949.553.4211
website www.oc-cf.org



GRANT AGREEMENT

NUMBER: 9543

The grant to your organization from the **Helping Kids Achieve Program** of the Orange County Community Foundation is for the explicit purpose described below and is subject to your acceptance of the following conditions.

GRANTEE:

Placentia Library Foundation
411 East Chapman Ave.
Placentia, CA 92870
Contact: Jim Roberts, Director

AMOUNT OF GRANT: \$10,000.00

FOR GRANT PERIOD: from June 1, 2007 to May 31, 2008

GRANT PURPOSE: to support the Placentia Library Literacy Services, as described in your full proposal.

PAYMENT SCHEDULE: Paid upon receipt by OCCF of a signed copy of this agreement.

GRANT CONDITIONS: See pages 2-3 & accompanying enclosure

REPORTS: Two reports will be required:

- **A progress report on year-to-date activities is required mid-year, to be submitted by December 1, 2007.**
- **A final report is due upon completion of your program or by May 31, 2008, whichever is sooner.**

Arrangements and responsibility to prepare for these should be assigned immediately. See the enclosed Grant Reporting Guidelines for specific information to be included.

Page Two

SPECIAL PROVISIONS:

All grants are made in accordance with current and applicable laws and pursuant to the Internal Revenue Code, as amended and the regulations issued thereunder.

Please read the following carefully:

I. ANNOUNCING GRANTS

Announcements by the grantee of the grant award, indicating the Foundation's participation in the program funding, are encouraged. Grantees are asked to fax the text of any planned announcements to the Foundation's program director for same day review and response regarding accuracy. Please also forward copies of any published accounts that mention the project or the Foundation to the Foundation.

II. EXPENDING OF FUNDS

This grant is to be used only for the purpose described in the grant proposal and in accordance with the approved budget. The program is subject to modification only with the Foundation's prior written approval.

- A. The grantee shall return to the Foundation any unexpended funds:
 - 1. At the end of the grant period, or
 - 2. If the Foundation determines that the grantee has not performed in accordance with this agreement and approved program budget, or
 - 3. If the grantee loses its exemption from Federal income taxes under Section 501(c)(3) of the Internal Revenue Code.
- B. No funds provided by the Foundation may be used for any political campaign, or to support attempts to influence legislation by any governmental body, other than through making available the results of nonpartisan analysis, study and research.
- C. Expenses charged against this grant may not be incurred prior to the effective date of the grant or subsequent to the termination date, and may be incurred only as necessary to carry out the purpose and activities of the approved program.
- D. The grantee organization is responsible for the expenditure of funds and for maintaining adequate supporting records.

Page Three

- E. Equipment or property purchased with grant funds shall be the property of the grantee organization so long as it is not diverted from the purposes for which the grant was made. If the purpose of the organization or the use of grant funds is changed, the equipment or property reverts to the Foundation at its option.
- F. Reports, materials, books and articles resulting from this grant may be copyrighted by the organization receiving the grant or by the author, in accordance with the policies of the grantee organization toward the goal of obtaining the widest dissemination of such reports, materials, books and articles. The Foundation reserves the royalty-free license to use such publications. For projects involving possibility of patents, the grantee should request further information from the Foundation.

III. INDEMNIFICATION

The GRANTEE agrees to defend, hold harmless, and indemnify the FOUNDATION, its officers, agents, employees, and assigns against any and all expense, liability, loss, damages or claims (including attorneys' fees, judgments, fines, excise taxes or penalties and amounts to be paid in settlement) arising from or allegedly arising from the GRANTEE's performance or activities. The FOUNDATION assumes no liability concerning persons or property associated with the FOUNDATION's sponsorship contemplated under this Agreement.

IV. LIMIT OF COMMITMENT

Unless otherwise stipulated in writing, this grant is made with the understanding that the Foundation has no obligation to provide other or additional support to the grantee.

FOR THE GRANTEE:

ES Minter
Signature of Authorized Representative

Elizabeth D. Minter
Name, printed

Library Director
Title


May 15, 2007
Date

O.C. COMMUNITY FOUNDATION:

Shelley Hoss
Shelley Hoss, President

Agenda Item 31

TO: Elizabeth Minter, Library Director

FROM: Jim Roberts, Public Services Manager/Literacy Coordinator 

DATE: May 29, 2007

SUBJECT: California Library Literacy Services (CLLS) Application for FY 2007/08.

BACKGROUND:

To qualify for CLLS funding for FY 2007/07, the Placentia Library Literacy Services was required to submit our application on-line by May 18, 2007. Enclosed is a copy of that application.

RECOMMENDATION:

That the Library Board of Trustees receive and file.

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *EDM*
SUBJECT: Library Director's Report
DATE: May 29, 2007

Activities Report:

Apr 16 Library Board Meeting.

Apr 17 Attended Placentia Library Friends Foundation (PLFF) Membership Committee Meeting.

Apr 19 Met with Ben Boelman to discuss PLFF Foundation Committee responsibilities.
Attended the Orange County Volunteer Center Spirit of Volunteerism Awards in Irvine with Jim Roberts and the District's two nominees.

Apr 20 Attended the Friends Annual Meeting and Volunteer Recognition and organizational meeting for PLFF.

Apr 24 Participated in meeting with Mike Caston and Rene Townsend, search consultants for the Placentia/Yorba Linda Unified School District Superintendent.

Apr 25 Attended PLFF Finance Committee Meeting at Munson, Cronick & Associates.

Apr 26 Attended Chamber of Commerce Breakfast.

Apr 30 Met with PLFF Financial Officers to discuss PLFF accounting system.

May 2 Attended Santiago Library System annual workshop for library staff at the Nixon Library.

May 3 Attended PPREP meeting at El Dorado High School to thank students for Library volunteer service.
Met with PLFF Financial Officers to Discuss PLFF accounting system.

May 7 Met with PLFF Budget Committee.

May 8 Met with PLFF Bookstore Committee.

- May 9 Met with Jean Lasley and Ben Boelman to discuss PLFF Foundation Committee.
Met with PLFF Membership Committee.
- May 10 Hosted Rotary Group Study Exchange Team Librarian from the Philippines.
- May 14 PLFF Foundation Committee organizational meeting.
PLFF Board of Directors.
- May 17 Attended Sirsi/Dynix Users Group Meeting at Newport Beach Public Library.
- May 23 Attended Santiago Library System Council Meeting at Orange Public Library.
- May 24 Attended PLFF Finance Committee Meeting.

Staff Meetings:

- Apr 17 Staff group meeting with Dallstream, Rivera, Silberfarb and Poole.
- Apr 18 Staff Meeting. Agenda is Attachment A.
- Apr 18 Staff group meeting with Guzman, Peterson, Stryzik and Poole.
- Apr 23 Staff group meeting with Gomez, Hoffman, Wnek and Poole.
- Apr 24 Staff group meeting with Bell, Staymates, Strazdas and Poole.
- May 2 In lieu of Staff Meeting staff participated in the Santiago Library System Workshop all day at the Nixon Library.
- May 16 Staff Meeting. Agenda is Attachment B.

Managers' Meeting

- April 16 Manager Meeting. Agenda is Attachment C.
- Apr 26 Met with Goodson and Poole to discuss small group staff meeting results.
- Apr 30 Met with Managers and Circulation Supervisors to review procedures for handling evening emergencies in the Library. Agenda is Attachment D.
- May 3 Met with Roberts and Poole to discuss small group staff meeting results.
- May 23 Met with Roberts and Goodson to discuss operation and function of PC Reservation software

STAFF MEETING AGENDA
5-16-07

Topics

- Placentia Library Friends Foundation
- Staff Meeting Schedule
- Safety - Handouts

Department Updates

- Public Services
 - Adult (Mary, Kathy)
 - Children's (Caroline & Phyllis)
 - Literacy (Jim, Toby, Nadia, Hilda)
 - History Room (Gary)
- Technology Services
 - Web/Technology (Vernon)
 - Acquisitions (Katie)
 - Circulation (Yesenia)
- Administrative Services
 - Development/Volunteer Ofc. (Lois)
 - Passports (Wendy)
 - Budget (Wendy)
 - Personnel – Benefits (Wendy)

STAFF MEETING AGENDA
4-18-07

- Budget 06-07 Review/Discussion
- Budget 07-08 Review/Discussion
- Suggested topics of discussion as submitted by several staff
 1. *Should staff meeting topics be limited to library related subjects?*
 2. *Should staff meetings be held once every 3 weeks?*
 3. *Can we save enough money, by holding staff meetings less often (fewer meetings=less money being spent on subs), to hire regular staff?*
 4. *Is staff meeting attendance mandatory when the topic is not library related?*
 5. *Can a meeting agenda be emailed to staff on the Monday before staff meeting?*
 6. *What topics are required by administration (safety, etc)?*
 7. *What topics are desired by administration?*
 8. *Library Retirement Plan Information (possibly May 2nd?)*
 9. *Staff Coffee Social, just to catch up w/each other.*
 10. *Healthy food for the vending machines and packages that do not jam the machine.*

Department Updates/Status

- Public Services
 - Adult (Mary, Gary, Kathy)
 - Childrens (Caroline & Phyllis)
 - Literacy (Jim, Toby, Nadia, Hilda)
- Technology Services
 - Web/Technology (Vernon)
 - Acquisitions (Katie)
 - Circulation (Yesenia)
- Administrative Services
 - Development/Volunteer Ofc. (Lois)
 - Passports (Alex)
 - Purchasing (end of FY) TURN IN ALL INVOICES NLT 6/11/07

Placentia Library District
Staff Meeting Schedule

June 6, 2007

- 1:30 All Staff (Minter/Goodson)
- 2:30 Program Committee (includes exhibits & publications) (Roberts)
- 3:30 Reference Desk (Strazdas) (even numbered months)
Children's Desk (Gurkweitz) (even numbered months)
Shelvers (Gomez)
- 4:30 Circulation (Gomez)

June 20, 2007

- 1:30 Acquisitions (Matas)
Literacy Staff (Roberts)
- 2:30 Program Committee (includes exhibits & publications) (Roberts)
- 3:30 All Staff (Minter/Goodson)
- 4:30 Circulation and Passport (Gomez and Goodson)

July 11, 2007

- 1:30 All Staff (Minter/Goodson)
- 2:30 Program Committee (includes exhibits & publications) (Roberts)
- 3:30 Reference Desk and Children's Desk Joint Meeting (Strazdas and Gurkweitz)
(July/November/March)
All Public Services Staff Meeting (Roberts) (September/January/May)
Shelvers (Gomez)
- 4:30 Circulation (Gomez)

July 18, 2007

- 1:30 Acquisitions (Matas)
Literacy (Roberts)
- 2:30 Program Committee (includes exhibits & publications) (Roberts)
- 3:30 All Staff (Minter/Goodson)
- 4:30 Circulation and Passport (Gomez and Goodson)

August 1, 2007

- 1:30 All Staff (Minter/Goodson)
- 2:30 Program Committee (includes exhibits & publications) (Roberts)
- 3:30 Reference Desk (Strazdas) (even numbered months)
Children's Desk (Gurkweitz) (even numbered months)
Shelvers (Gomez)
- 4:30 Circulation (Gomez)

August 15, 2007

- 1:30 Acquisitions (Matas)
Literacy (Roberts)
- 2:30 Program Committee (includes exhibits & publications) (Roberts)
- 3:30 All Staff (Minter/Goodson)
- 4:30 Circulation and Passport (Gomez and Goodson)

Technical Services Department Meeting is TBD

When the All Staff Meeting is at 1:30 P.M. the evening part time clerks do not need to attend. Gomez will make any announcements at the Circulation Meeting.

Requests for topics to be discussed at any of the meetings should be submitted to the Convener of that meeting by email or memo by 5:00 P.M. on the Monday preceding the meeting date.

The Convener of each meeting is responsible for assigning a participant to take notes and file a meeting report with the Manager of Administrative Services no later than five (5) work days following the meeting. Meeting notes will be shared with all regular Library staff.

Placentia Library District
Managers Meeting Agenda
April 16, 2007

1. Selection of Recorder.
2. Communications
 - A. Web Site -- Vernon
 - B. Community Calendar -- Jim
 - C. Channel 31 -- report on discussion with City Manager -- Elizabeth
 - D. Electronic Sign -- Wendy
5. Budget Process
 - A. Requests for changes -- Still no request from Public Services.
 - B. Review Strategic Plan issues (60-90 minutes) Please bring the charts from the March 19 Library Board Meeting and be prepared to report on and discuss the items from each of your areas.
6. Placentia History Room -- plans for introducing the new book & dvd to the public and recognition recommendations for the Library Board.
7. Upcoming Staff Meetings
 - A. Content/topics for upcoming meetings
 - B. Feedback from staff that Managers are not attending (or leaving early) or participating in staff meetings -- need for improved attitude leadership.
 - C. Suggestions from staff for improving information flow at Staff Meetings.
8. Library Director's Performance Improvement Plan -- report on the progress of the staff meetings with the Library Director.
9. Manager participation in the Friends/Foundation Annual Meeting.

10. Status report on Departmental Projects & Staff Meetings


- A. Administration
- B. Public Services
- C. Technical Services – coverage of departmental activities during Vernon’s absence, review of pending issues.

Placentia Library District
Managers Meeting Agenda
April 30, 2007

Emergency Procedures for Evenings & Weekends

1. Selection of Recorder.
2. Emergency Procedures Manual
 - a. Do you know where your copies are?
 - b. How are you orienting new staff in this area?
 - c. Recommended changes in staff orientation. Who will be responsible for implementation?
3. Manager on Call
 - a. When do you call?
 - b. Where do you find the name & phone number?
4. Handling difficult/threatening clients.
 - a. Yellow Folder – how are you orienting new staff to this procedure?
 - b. Recommended changes in staff orientation. Who will be responsible for implementation?

Agenda Item 37

TO: Elizabeth Minter, Library Director
FROM: Jim Roberts, Public Services Manager 
DATE: May 29, 2007
SUBJECT: Program Committee Report for the month of April.

ADULT SERVICES

	Apr 05-06	Apr 06-07	YTD 05-06	YTD 06-07
NUMBER OF PROGRAMS	2	2	11	12
NUMBER OF ATTENDEES	60	44	232	254

CHILDREN'S SERVICES

	Apr 05-06	Apr 06-07	YTD 05-06	YTD 06-07
NUMBER OF PROGRAMS	29	26	229	239
NUMBER OF ATTENDEES	1,150	1,262	9,869	8,890

PROGRAM COMMITTEE

	Apr 05-06	Apr 06-07	YTD 05-06	YTD 06-07
NUMBER OF MEETINGS	2	2	11	16
NUMBER OF ATTENDEES	18	18	69	125
NEWS RELEASES	1	2	6	11

LITERACY SERVICES

	Apr 05-06	Apr 06-07	YTD 05-06	YTD 06-07
Total Tutors	188	101	290	246
Total Students	220	240	325	342
Total Hours	2,210	1,331	12,382	14,708

For more detailed literacy statistics, see Agenda Item 39, pages 2 of 3 and 3 of 3.

To: Elizabeth Minter, Library Director

From: Caroline Gurkweitz, Children's Librarian

Date: for Board Meeting, May 29, 2007

Subject: April 2007 Activities in the Children's Department


TYPE OF PROGRAM	NUMER OF PROGRAMS	TOTAL ATTENDANCE
Lap Sit 24 months & younger	4	117
Story Time I: 6 years & younger	4	163
Story Time II: 6 years & younger	4	150
Music Time I: 6 years & younger	4	161
Music Time II: 6 years & younger	4	182
Read to the Dogs event	1	60
School Visit	1	27
After School Craft	1	25
Month of the Young Child program	1	25
Conversation Club	1	8
In-N-Out Food for Thought program	1	344
Total April 2007	26	1262
Total April 2006	29	1150
Current FY to date	239	8890
Previous FY to date	229	9869

CG

CHILDREN'S DEPT. REFERENCE STATS				Apr-07
DATE	IN-PERSON	PHONE	TOTAL	
1	116	0	116	
2	87	4	91	
3	65	4	69	
4	37	0	37	
5	60	3	63	
closed 6				
7	41	3	44	
closed 8				
9	41	4	45	
10	39	5	44	
11	39	5	44	
12	57	4	61	
closed 13				
14	40	4	44	
15	41	0	41	
16	57	4	61	
17	69	6	75	
18	52	3	55	
19	61	4	65	
closed 20				
21	44	4	48	
22	38	1	39	
23	50	3	53	
24	31	3	34	
25	43	7	50	
26	53	4	57	
closed 27				
28	48	2	50	
29	29	0	29	
30	62	4	66	
TOTAL	1300	81	1381	

Board Meeting May 29, 2007 Agenda item #38

TO: Elizabeth Minter, Library Director

FROM: Jim Roberts, Public Services Manager/Literacy Coordinator 

DATE: May 29, 2007

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

Tutor Training. There was no tutor training workshop in April.

Families for Literacy (FFL) Program Status. There was no FFL programming in March.

Placentia Rotary Reading Enrichment Program (PRREP). We began recruiting PRREP tutors at El Dorado High School and Valencia High School in late September and early October, and the response has been tremendous. We have had more than 100 PRREP tutors this school year.

Update on the three off-site PLLS homework clubs. Both the Topaz-Tuffree Homework Club at Topaz Elementary School and the Homeless Intervention Shelter (H.I.S. House) Homework Club were tremendously successful last school year. Both of them started again this school year on September 18. The Kraemer-Placentia Library Homework Club started on October 30 and has been very successful. The homework club there is held Mon.-Thurs. from 3:45-5:30 and has been averaging more than 40 students daily.

English Language and Literacy Intensive (ELLI) Program Update. ELLI started again this school year in late September. We are active at three elementary schools--Ruby Drive, Topaz, and Tynes--and we have a total of seventeen tutors working with more than 200 grade school students.

Federal Work Study (FWS). Our FWS partnerships with Financial Aid at Cal State Fullerton and with Western State University College of Law this FY have been very strong. We have already renewed our FWS contract with Western State for FY 2007/08.

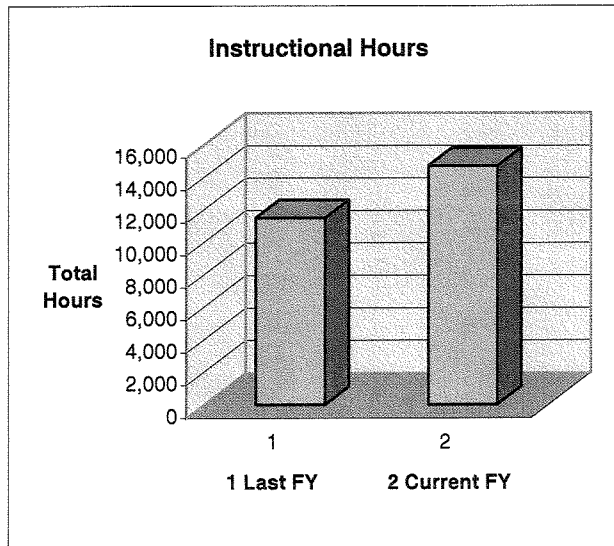
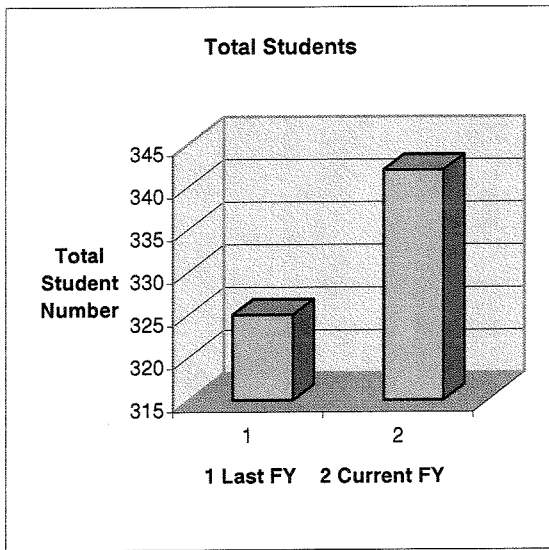
Disney Show Your Character: Gang Awareness and Prevention Program (GAPP) Concludes. On March 26, more than 350 high school and middle school students participated in the GAPP assembly at Valencia High School Auditorium. Sponsored by the Valencia PRREP/Interact Club, GAPP received very positive feedback.

Literacy statistics. See Agenda Item 39 Pages 2 of 3, and 3 of 3.

Placenta Library Literacy Services

Report of Growth and Progress

	April 05-06	April 06-07	YTD 05-06	YTD 06-07
Tutors				
Adult	104	57	163	125
Teen	84	44	139	121
Hours Instruction	1,315	1,331	11,487	14,708
Other Volunteer Hours	120	120	1,020	1,200
Total Hours	1,435	1,451	12,559	15,908
Training Workshops				
Workshops Held	0	0	22	12
Tutors Trained	0	0	175	101
Students				
With Adult Tutors	88	187	195	250
With Teen Tutors	132	53	143	92
In Groups	0	0	0	0
Total Active Students	220	240	338	342
Families for Literacy				
Family Students	5	6	12	6
Family Tutors	5	6	10	6
Hours of Instruction	60	60	640	660
ELLI Program				
K-6th Grade Students	201	201	201	201
Tutors for K-6th Grade	6	15	15	24
Hours of Instruction	520	540	5,967	4,491
Homework Clubs				
On-Site: Students	70	168	499	804
On-Site Tutors	16	22	30	102
Hours of Instruction	500	172	1,700	1,194
H.I.S. House Students	8	12	35	23
H.I.S. House Tutors	6	12	20	26
Hours of Instruction	200	168	1,272	1,108
Topaz Students	18	40	81	203
Topaz Tutors	6	3	39	21
Hours of Instruction	300	656	3,460	9,263
Kraemer Students	NA	110	NA	362
Kraemer Tutors	NA	8	NA	27
Hours of Instruction	NA	600	NA	2,378
Total Tutors	188	101	290	246
Total Students	220	240	325	342
Total Instruction Hours	1,315	1,331	11,487	14,708



PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director ²⁰⁰⁷
SUBJECT: References and Adult Services Report for April 2007
DATE: May 29, 2007

This report was not submitted for the May 29, 2007 Library Board Meeting. It will be submitted for the June 18, 2007 Meeting.

TO: Elizabeth Minter, Library Director
FROM: Gary Bell, Librarian *GB*
DATE: May 29, 2007
SUBJECT: **History Room report for April**

History Room visitors in April: fiscal year: 2005-2006: 3
History Room visitors in April: fiscal year: 2006-2007: 5

I attended the April 20th presentation of Packed Up, Squeezed Out at the Backs Community Center.

The book on Early Placentia is now on sale at the Library and there are seven copies in the library's collection; one in Reference, one in local history, and five in circulation. The book has generated much interest and is selling quite well.

Many students were assisted with information on the history of our community and a poster made by one of the students about the oil and citrus industry is now on display in the History Room.

Milly Lugo from the Santa Ana Library History room spent a day with us researching History Room operations at Placentia.

Larry Cummings, our volunteer, has been transferring pictures from the albums into new folders and labeling them. He is listing the photographs as well and has begun learning how to scan photographs.

Pat Irot and I have been going through the inventory lists and many books on the list have been accounted for and others deleted from the system. Various inconsistencies have been noted and addressed.

I participated in the poetry program on April 21st for National Poetry Month, conducted by our Poet Laureate Meredith Laskow.

Pat Irot, Marie Schmidt and Pat Jertberg continue with their superb organizational skills in cataloging, filing and sorting the many items the history room obtains.

A celebration of our local authors is being planned for later in the summer.

Books continue to be ordered and added to the History Room Collection.

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *EDM*
SUBJECT: Placentia Library Web Site Report for April 2007
DATE: May 29, 2007

Technical Services Manager Vernon Napier has been on vacation since April 25, 2007.

He will be at the Library Board Meeting on May 29, 2007 and will distribute the Web Site Report at that time.

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *EDM*
SUBJECT: Technology Report for April 2007
DATE: May 29, 2007

Technical Services Manager Vernon Napier has been on vacation since April 25, 2007.

He will be at the Library Board Meeting on May 29, 2007 and will distribute the Technology Report at that time.

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Placentia News
Weekly APR - 5 2007

ASK US

What is in the stacks?

³³² Still haven't been getting questions from our readers, so here is one of our own.
Question: How many books and other items does the Placentia Public Library have, and how do they choose which new ones to buy?

Placentia News-Times Answer: I called up Jim Roberts, the public services manager and literacy coordinator for the library, and he told me all I needed to know to answer this question.

"We have over 110,000 items that circulate - DVDs, CDs, books, magazines - all 100 percent free," Roberts said.

Who picks out the books then? Staff gets a budget from the director through the

library's board of trustees. They divvy the cash up among themselves each year to purchase all the new library materials.

Each genre - like mysteries, children's books, non-fiction and other groups - has its own expert librarian who picks out the items they figure library patrons will get the most use from.

Adam Townsend
Placentia News-Times

Have a question about something around town that you have been curious about? Ask us, we'll try to find the answer for you. E-mail questions to placentianewstimes@ocregister.com or call 714-704-3704.

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Placentia News
Weekly APR 12 2007

Art association meets April 23

³³² The Placentia-Yorba Linda Art Association will hold its meeting at 7:00 p.m. April 23 at the Placentia Public Library.

Watercolorist Roger Folk, an eminent watercolorist, will demonstrate and members will display their work. Refreshments will be served. The meeting is open to the public.

For information, call 714-528-1534.

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Placentia News
Weekly APR 12 2007

Library to hold poetry celebration

³³² The Placentia Public Library is hosting an open poetry reading from 1 to 3 p.m. April 21 in celebration of National Poetry Month.

Light refreshments will be available, and residents are encouraged to bring their favorite poems - original or published - to read out loud.

For more information, call 714-528-1906.

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The Register
Daily APR 13 2007

• **National Poetry Month** - An open reading with light refreshments, 1 p.m. April 21, Placentia Library, 411 E. Chapman Ave., Placentia. 714-528-1906.

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santa ana, calif. 92711
The Register
Daily APR 13 2007

Old Town stores clean up their act

Businesses remove sale signs after city staff cites them for breaking rules on what's acceptable in Placentia.

BY SUSHMA SUBRAMANIAN
THE ORANGE COUNTY REGISTER

PLACENTIA - Most of the 13 Old Town businesses cited by the city have removed the illegal banners, handwritten signs, piñatas and mannequins displayed in front of their stores.

The cleanup effort came after some merchants complained for months to city staff that downtown stores were covered in banners and handwritten signs that made the area look rundown, especially as the city is trying to draw investors to the area for its redevelop-

ment effort. "It's become a free-for-all for years. It looks like a Third World country here," said business owner Ed Garcia. "If we have a city ordinance, we should follow the rules."

Garcia and other merchants asked city staff to cite businesses that broke city signage rules. Citations were issued last month.

The city officials swept through the cluttered shopping complex again last week

to make sure the party rental store, supermarket, clothing boutiques and other businesses complied with the rules, which most haven't paid attention to for years.

"Thus far, there's been good compliance, 70 to 80 percent," city administrator Bob Dominguez said.

CONTACT THE WRITER:
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ssubramanian@ocregister.com

'Early Placentia' chronicles city history

Set for official release this month, the book is the first of two planned.

By ADAM TOWNSEND
STAFF WRITER

"Early Placentia," a paperback by the Placentia Historical Committee chronicling the city's history through 1960 is slated for release next week.

"Our hope is that this book will be an informative and entertaining way to get acquainted with the city," said Lawrence de Graaf, a committee member, history professor emeritus of Cal State Fullerton and author of the textual portion of "Early Placentia."

"There are several books on Placentia. This is more heavily illustrated (and) the earlier books, you hardly know there's a large Mexican community."

Arcadia Publishing contracted the book. The company has published hundreds of books in its "Images of America" series. Each volume chronicles the history of a com-



FIELD HANDS: Men haul fruit crates through a Placentia orchard owned by the Semi-Tropical Fruit Company, which was re-named the Placentia Fruit Company in 1899. George B. Key, center, managed the Gimman ranch and Andrew Ipsen, at left in a tree, was a future city councilman.



PHOTOS: Jeannette Gardner organized and digitized all the photos for "Early Placentia."

"Early Placentia"

Release Date: Monday
Book signings: 2 p.m. May 12 at the Barnes and Noble in Fullerton, 1:30 p.m. May 20 at Placentia Public Library.
Available at: Barnes and Noble, Borders and Placentia City Hall.

community in photographs. Jeannette Gardner, the chairwoman of the Placentia Histor-

ical Committee, said assembling the photos was a huge effort. All the members of the committee helped choose the photos that appear in "Early Placentia" from archives at the Placentia Public Library, the George Key Ranch and the Anaheim and Fullerton libraries. Gardner assembled, organized and digitized photos for the history book.

"I brought the nine historical committee members in here as a group and let them

choose them," Gardner said, sitting in the History Room of the Placentia Library. "Larry drew up a table of contents first for guidelines. If there were any subjects that were missing pictures, we went to outside sources."

De Graaf said the committee plans for another volume in a year or so to bring the history through the rest of the 20th century, the same route he said the city of Anaheim took with its history book project.



AUTHOR: Lawrence de Graaf, a history professor emeritus at Cal State Fullerton, wrote the text and captions.



PHOTOS: ROD VEAL, THE REGISTER

LOCAL HONOR: George Hill, Julie McCluskey and Michael Hill, from left hold a key to the city of Placentia, where they set up shop this year.

LOCKS ENTHRALL CRAFTS WORKERS

Artisans assemble a collection of thousands of samples of metal handiwork in a Placentia building.

BY ADAM TOWNSEND
THE ORANGE COUNTY REGISTER

PLACENTIA • In an industrial building off Crowther Avenue sits one of the largest private collections of antique locks and keys anywhere.

Among the treasures: a 500-year-old lock from the William Randolph Hearst collection, handcuffs used by Harry Houdini and bank-vault mechanisms from the late 1700s to the 1930s.

"We have well over 5,000 locks and cuffs, keys to cities, balls and chains, and chastity belts," said George Hill, 49, co-owner of Keedex. "It's pretty amazing when you look at how intricate these mechanisms are."

One of the numerous glass-and-wood cases is dedicated entirely to the cuff collection from early 1900s magician "The Great Reno." The escape

artist traded equipment with Houdini, and several pieces in the collection were used by Houdini.

This isn't a service center. Workers design and assemble locksmith tools and accessories.

The collection isn't on open display, although the family will let people see it.

Hill and co-owners, brother Michael Hill and sister Julie McCluskey, are licensed locksmiths. The family sold the Garden Grove locksmith service it ran for almost 30 years and in January moved the operation to roomier quarters in Placentia.

It was George Hill who first had a passion for the trade. When he was an Inglewood teenager, an old hand who lived down the street passed down locksmith skills honed by generations.

"This was made by an ap



EASTERN ART PIECE: The siblings' Placentia lock collection includes a padlock from India.

practise locksmith to prove he was a journeyman," Hill said, holding a heavy, tarnished trick lock the size of a thick paperback novel. He said the device was a couple of centuries old.

"You have to push on one of the rivets to get it to spring open," Hill continued, expertly popping the shackle.

He demonstrated a similar lock.

This one was brass and untarnished - a trick lock he

Keedex

Location: 510 Cameron St.

Makes and designs: Specialty locksmith tools

Opened: January

Employees: Nine

Founders: Siblings George Hill, Michael Hill and Julie McCluskey

To view the collection: Call Keedex at 714-993-4300

made himself.

One has to twist the keyhole cover and push it down to make the key turn.

"Fortunately, I was taught by an old master locksmith," he said. "Nowadays, (locksmiths) are considered technicians, and they don't really make anything."

CONTACT THE WRITER:

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ON THE SAME PAGE

Orange County's diverse literary
community is growing up.

BY VALERIE TAKAHAMA
THE ORANGE COUNTY REGISTER

One evening last month, UC Irvine hosted separate appearances by E.L. Doctorow and Alex Espinoza, novelists with ties to the university's famed fiction-writing program.

The next week, more than 400 people packed a church hall in Laguna Beach to hear T. Coraghessan Boyle

Literary Orange

- **What:** Thomas Perry, Carolyn See, Lisa See and Aimee Liu are among the 30 authors scheduled to speak at the first Literary Orange festival.
- **When:** 8:30 a.m. to 5:30 p.m. today
- **Where:** Hyatt Regency, 11999 Harbor Blvd., Garden Grove.
- **How much:** \$75, including lunch
- **Information:** 714-566-3000

discuss his novel "The Tortilla Curtain"; 500 people turned out to hear author Michael Pollan talk about the modern food chain at the Newport Beach Public Library, and 90 writers and fans heard Ray Bradbury address a writers' club in Fountain Valley.

Around the same time, the debut novel of UCI grad Joshua Ferris, "Then We Came to the End,"

earned a glowing review in the *New Yorker* and another rave on the cover of the *New York Times Book Review*.

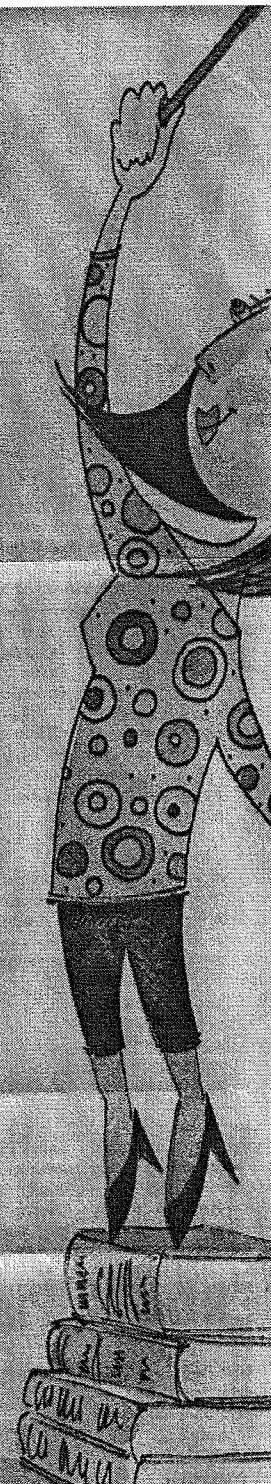
Coincidence?

We think not.

While best-sellers by Danielle Steel and James Patterson continue to fly out of stores, there's evidence that a literary community has not only taken root in Orange County but also is flourishing. What's more, the reputation of this book-minded O.C. has spread outside the region and is counteracting the sun-baked image of the county perpetuated by television's "The O.C." and "Laguna Beach: The Real Orange County."

Take, for example, the Newport Beach Public Library's Manuscripts

SEE LITERARY PAGE 3



LITERARY: We're bookish in O.C.

FROM PAGE 1

lecture series. Since it began in fall 1995, it has featured appearances by Jane Smiley, Wendy Wasserstein, Frances Mayes, Francine du Plessix Gray and Scott Turow among other literary stars.

"Years ago, we had to yell and scream, 'We're here. You can send your authors here. People read here,'" said Tracy Keys, executive director of the Newport Beach Public Library Foundation. "Now that the program has gained momentum, they come to us."

Keys traces the turning point to sold-out talks by writers such as New York Times art critic Michael Kimmelman and political commentator David Brooks, author of "Boons in Paradise."

"(Authors) have a great time here when they come. They're kind of surprised," Keys said. "They think, 'Newport Beach, beach town. They don't expect what they find.'"

HIGH-PROFILE GRADS

The master of fine arts creative writing program at UCI has long been the standard

benchmark for literary programs in the county, with graduates that have included Pulitzer Prize winners Michael Chabon and Richard Ford.

The program hasn't rested on its laurels. In fact, its profile has risen as more recent grads such as Amy Bender, Alice Sebold, Glen David Gold, Malle Meloy, Espinoza and Ferris have published highly praised books.

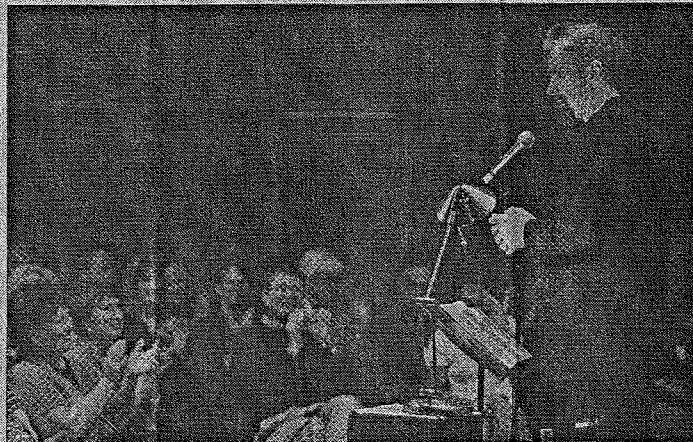
"I think of Orange County and UCI in the same breath, and this was an incredibly important point of development to me," said Ferris, 32, who lives in Brooklyn.

"UCI is a storied institution, and there's a reason for that. The way in which fiction is treated, the elevated place fiction has at UCI is simply not replicated anywhere."

The university is also home to the International Center for Writing and Translation, directed by Kenyan writer Ngugi wa Thiong'o, whose novel "Wizard of the Crow" won the California Book Awards gold medal for fiction announced last week.

Other signs that the county is developing a literary identity of its own abound.

• The Festival of Women Authors, a sold-out event that drew 500 readers to hear such writers as Harriet Doerr, Janet Fitch and Sebald, cele-



AUTHOR DRAWS A CROWD: T. Coraghessan Boyle reads excerpts and discusses his novel "The Tortilla Curtain" last month in Laguna Beach. More than 400 people attended the event.

SAM DANOWER, THE REGISTER

brates its 14th year on May 12 with talks by Cristina Garcia, J.A. Jance and other authors and a panel on Nancy Drew.

• A roster of activities at local libraries, from author talks by Doro Bush, T. Jefferson Parker and others sponsored by the

honor also held by the likes of Alfred Hitchcock, Angela Lansbury and Steven Bochco.

STORIED STORES

And while the county is dominated by bookstore chains — Barnes & Noble has

branches of lots and lots of foot traffic. Which is pretty cool," said Jennifer Bigelow, the SCI-BA's executive director. "You park your car, and explore. That makes for a much more relaxed experience. Up here, it's more driving

estimated that "three out of four people are in one of some sort."

"And then you have working women who need to get together with their girlfriends and have fun." More than a dozen branches

of the Huntington Beach Library to Fullerton Library's "One Book, One Community" reading program launched last fall.

• Literary Orange, the first-ever all-day festival organized by the Orange County Public Library, will bring 30 authors to Garden Grove for panel discussions, lectures, signings and lunch on Saturday.

It's time for such a festival in Orange County, said Helen Fried, acting county librarian.

"Our circulation has gone up. Our summer reading programs are full. Individual authors are out there promoting their work. It's a perfect storm," she said.

The county has long had a reputation for genre fiction. It's home to Dean Koontz and the former home of mystery writers Elizabeth George and Jeff Parker and it boasts one of the largest and most active chapters of the Romance Writers of America, with 230 members.

It's also the birthplace of Men of Mystery, the annual author lunch founded in 2000 that brings together 50 male mystery writers with hundreds of mostly female fans.

The only one of its kind in the nation, it helped earn founder Joan Hansen of Westminster a Raven Award from the Mystery Writers of America, an

honor also held by the likes of Alfred Hitchcock, Angela Lansbury and Steven Bochco.

And while the county is dominated by bookstore chains — Barnes & Noble has

branches of lots and lots of foot traffic. Which is pretty cool," said Jennifer Bigelow, the SCI-BA's executive director. "You park your car, and explore. That makes for a much more relaxed experience. Up here, it's more driving

estimated that "three out of four people are in one of some sort."

"And then you have working women who need to get together with their girlfriends and have fun." More than a dozen branches

of the Orange County library system host book clubs; the San Juan Capistrano branch has two — one reads books in English, the other in Spanish. And they're not reading chick lit. A survey finds they favor classics such as "Middlemarch" and "The Great Gatsby" and contemporary novels such as "Snow Flower and the Secret Fan" by Lisa See and "The Interpreter of Maladies" by Jhumpa Lahiri.

Another quality that distinguishes the local book scene is a focus on books for kids. For example, Rowe said that last year her store hosted 48 school book fairs, fundraising events which on average drew about 76 people.

The Orange County Children's Book Festival is another successful event. The inaugural event in 2004 drew 9,000 children and adults to talks and demonstrations by authors and illustrators and for entertainment. This year, organizers have expanded to two days, Sept. 29-30, and expect 25,000 participants.

"We're a hotbed of literary activity. We're a reading public," said Harry Ackerman, co-founder and executive producer.

transone place to another place," she said of such Los Angeles bookstore landmarks as Dutton's, Book Soup and Vroman's.

Of course, not all the news is sunny. Last month, Book Soup closed its doors at South Coast Plaza after nearly five years.

Robert Tyson Cornell, director of marketing and publicity, said it was always hard to draw customers to signings by literary writers in Orange County as opposed to the Sunset Boulevard location.

"Unless it was a local author with a big mailing list of their own or Nicole Richie, things just don't really fly," he said. "I brought by literary authors down there, and it's been embarrassing. Dale Eggers, six people showed up for that."

BOOK CLUBS

One thing that booksellers, librarians and others agree on is that Orange County's literary scene is distinguished by an abundance of book clubs and readers groups.

"In O.C., you have a lot of stay-at-home moms who used to work, and book club is their one time when they can get together with intelligent women and connect on an intellectual level," said Linda Rowe, community relations manager of the Barnes & Noble at the Marketplace, who notes jokingly

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HOT-SHOT UPSTART: Falkon trains with his handler, Chris Anderson, for duty with the Placentia Police Department.



GRIZZLED VET: Storm, Placentia's K-9 dog for seven years, is retiring from the force for medical reasons.

PHOTOS: ROD VEAL, THE REGISTER

A NEW TOP DOG

The Placentia Police Department's K-9 veteran and rookie don't quite get along, but their handler has high hopes for the latest four-legged recruit.

By ADAM TOWNSEND
THE ORANGE COUNTY REGISTER

PLACENTIA • Storm was a great police officer — he was born and bred to be a cop.

A Belgian Malinois, Storm joined the department seven years ago.

Now, in his first weeks of retirement, Storm has been pacing around his back yard and digging holes, itching to get back on the beat.

"I know Storm's already missing coming to work," said his former partner, K-9 officer Chris Anderson. "He knows when it's time to go to work. He sees me putting on my uniform, and he's literally running in circles."

During his time with the Placentia Police Department, Storm did SWAT work, numerous evidence searches, drug arrests and building searches. He also trained with

his human partner for 20 hours each month.

Making Storm's restless retirement

worse, he lives right next to his replacement at Anderson's house — an eager young rookie, named Falkon, who hasn't even graduated from the academy yet.

"Storm — he doesn't get along with other dogs, so unfortunately, I'll keep them separate," Anderson said. "I wish they got along."

Storm started slipping in monthly training, bumping into things as he went through

his fitness exercises. His veterinarian noticed some degeneration in the lenses of his eyes

and referred him to a specialist, who diagnosed Storm with additional vision problems.

The city recently agreed to purchase Falkon, a \$12,000 hot-shot pooch shipped from the Czech Republic, so the force would continue to have a police dog.

Storm and Falkon are the same breed, but Storm responds to commands in Dutch while Falkon responds to Czech.

"The dog they're retiring is

an excellent dog," said David Reaver, who has owned and operated the Adlerhorst Police K-9 Training Academy in Riverside for 31 years. "(Falkon) is the same quality dog. It's difficult when you start comparing, because Storm was a new dog one, too. You tend to remember them after they've caught a couple crooks."

Though he's known Falkon only for a few weeks, Anderson said he notices the same drive for police work in the new dog as with his predecessor.

"They both have a strong play drive," Anderson said. "They're similar in a lot of ways, but it's so early on. They're both playful, loving dogs. (Falkon) is going to be a really good dog. Give him another couple years."

Barking out orders

Falkon, Placentia's new police dog, responds to commands in Czech. Here are a few of the common ones:

Sadni (pronounced "set-nee"): Sit

Lachni (pronounced "Lay-nee"): Down

Knohay (pronounced "ka-no-sa"): Heel

Sestan (pronounced "zo-ston"): Stay

Cumme (pronounced "kem-yee"): Come

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Placentia News
Weekly APR 2 6 2007

Passport processors in "pandemonium"

Feds to require passports for land border crossing by next year.

By ADAM TOWNSEND
STAFF WRITER

337 With changes in federal requirements for passports for land and sea border crossing, local passport agencies have been slammed with residents applying for the documents.

On top of the usual rush of spring break and summer vacation applications, passport processing agents in Placentia say they have heard from many that they are applying in response to the new rules that took effect in January requiring passports for air travel to Canada, Mexico, Central and South America, the Caribbean and Bermuda and in anticipation of federal guidelines slated to take effect in January 2008, that will require passports for land and sea travel in those places.

The rush has been great for Placentia Public Library Di-



KIDDIE PASSPORT: Alex Hernandez, right, a library clerk at the Placentia Public Library, helps Debra Patriquin complete paperwork for her 2-year-old son, Brandon's, passport.

ROD VEAL
STAFF
PHOTOGRAPHER

To get a passport:

Placentia branch of the U.S. Post Office: Services available from 10 a.m. to 3 p.m. weekdays, or 10 a.m. to 1 p.m. Saturdays by appointment.

Placentia Public Library: Services available from 9 a.m. to 8:30 p.m. Mondays through Thursdays; 9 a.m. to 4:30 p.m. on Saturdays; and 1 p.m. to 4:30 p.m. Sundays

Requirements: Certified copy of your birth certificate, valid driver's license and two photographs

rector Elizabeth Miner said March was the first month the library had sent off more than 1,200 passport applications, netting the institution \$96,000.

"A year ago, our daily average for March was 23.5 passports, and this year, it was 45.8," she said. "That's a 64 percent increase."

Miner said passport services - available at the library since 1996 - will soon have netted the library \$1 million over the program's lifespan. She

said she expects passport sales to break the million-dollar mark within the next three months.

"It's been pandemonium," said Manny Perez, the library employee who handles passport applications full time. "We are expecting another large increase next year, because that's when the big hammer comes down."

The library uses the \$30 processing fee for each passport to fund additions its col-

lection. Kim Truong, the passport clerk at the Placentia branch of the U.S. Post Office, also said applications there have more than doubled since the feds announced the new requirements in January.

"Since we heard the news that everybody has to have passports, we've been busy every day," she said. "We've had about 22 to 25 applications a day. Before in our office, it was less than 10 a day - sometimes two or three."

Perez warned that the federal agencies that put together U.S. passports are also swamped, and that currently the wait is about 11 to 12 weeks unless applicants pay a \$60 fee to expedite the issuance.

According to the U.S. State Department Web site, however, it is possible that the feds could extend the January 2008 deadline for requiring passports for overland travel in and out of the country.

pacific clippings
p m b 1 1 7 8 9
santa ana, calif. 92711
The Register
Daily APR 2 6 2007

337 **PLACENTIA**
Trip to make: Brookhaven Elementary students earned first place in a statewide "Destination Imagination" competition. The team advanced to the May 22 international finals in Knoxville, Tenn. The Brookhaven team needs to raise \$7,000 to make the trip. To make a donation, call Principal Shirley Fargo at 714-996-1912.
Adam Townsend
714-704-3706 atownsend@ocregister.com

pacific clippings
p m b 1 1 7 8 9
santa ana, calif. 92711

The Register
Daily APR 2 8 2007

337 **PLACENTIA**
Family history: The Placentia Public Library has started offering free access for patrons to Heritage Quest and Ancestry.com, two expensive genealogy databases that contain billions of individual and historical records. The library, in conjunction with the Genealogical Society of North Orange County, has also scheduled classes on how to use the programs at 7 p.m. Monday and 1 p.m. May 5. For more information, call the library at 714-528-1906, ext. 209.
Adam Townsend
714-704-3706 atownsend@ocregister.com

pacific clippings
p m b 1 1 7 8 9
santa ana, calif. 92711

The Register
Daily APR 2 5 2007

337 **PLACENTIA**
Placentia in pictures: "Early Placentia," a paperback by the Placentia Historical Committee chronicling the city's history through 1960, was officially released Monday. The book chronicles the city's history in photographs, much like the hundreds of books Arcadia Publishing has published in its "Images of America" series.
Sushma Subramanian
714-704-3706 ssubramanian@ocregister.com

pacific clippings
p m b 1 1 7 8 9
santa ana, calif. 92711

Placentia News
Weekly APR 2 6 2007

Study your heritage at Placentia Library
337 The Placentia Public Library has started offering free access for patrons to Heritage Quest and Ancestry.com, two expensive genealogy databases that contain billions of individual and historical records.
The library, in conjunction with the Genealogical Society of North Orange County, has also scheduled classes on how to use the programs at 7 p.m. Monday and 1 p.m. May 5.
For more information, call the library at 714-528-1906, ext. 209.

Program tackles gang violence

³³²
It's a scary world out there and educators are always looking for ways to solve problems in the community.

The Placentia Library Literacy Services and the Placentia Library Foundation, along with **VALENCIA HIGH SCHOOL** and the **PLACENTIA-YORBA LINDA UNIFIED SCHOOL DISTRICT** have created GAPP or Gang Awareness Prevention Program to see if they could make a difference in the local gang problems.

GAPP, the brainchild of VHS Language Arts teacher **Jamie Jauch** and Placentia Library Literacy Coordinator **Jim Roberts**, uses the power of literature and drama to encourage students to discuss issues related to gangs.



CORINNE GRIFFITHS
ON
CAMPUS

Participating students took an attitude survey prior to and a post survey after they saw a skit enacted

by students from the Valencia drama department.

The skit is an adaptation of the book "Monster" by Walter Dean Myers, which deals with the issue of gangs and how it impacts youngsters and their loved ones.

After viewing the skit, the students worked in groups to discuss the implications of the skit.

The responses collected from the surveys will be compiled to determine any possible shift in students' attitude toward gangs.



COURTESY SUNITA TENDOLKAR

ORGANIZERS: Valencia High School Language Arts teacher Jamie Jauch and Placentia Library Literacy Services Coordinator Jim Roberts have created the Gang Awareness Prevention Program.

Study your heritage at Placentia Library

³³²
The Placentia Public Library has started offering free access for patrons to Heritage Quest and Ancestry.com, two expensive genealogy databases that contain billions of individual and historical records.

The library, in conjunction with the Genealogical Society of North Orange County, has also scheduled classes on how to use the programs 1 p.m. Saturday.

For more information, call the library at 714-528-1906, ext. 209.

'I Want to Draw' ³³²

Professional illustrator Grant Pominville will demonstrate the art of drawing faces and people. Then, kids 7-12 at the sessions will make their own drawings, and Pominville will offer tips. 2, 3 and 4 p.m. Sunday. Free. To register, 714-528-1906, ext. 212. ocimaginationcelebration.org
Placentia Library, 411 E. Chapman Ave.

SNAPSHOTS



IT WAS THIS BIG: Roy Redman, from left, of Business Health Insurance Made Simple, Pat Melia, the Placentia city clerk, and Gregory Meyers, director of chambers relations and marketing, laugh.

Getting to know each other

Photos by Rod Veal

Members of the Placentia Chamber of Commerce gathered last week for a networking luncheon at the Holiday Inn Express & Suites.

The luncheons are held weekly at 11:45 p.m. on Wednesdays. The chamber also holds regular mixers. Visit www.placentiachamber.com for a calendar of chamber and community events.



GOOD JOKE: Scott Saber, of WestCal Mortgage, left, and Dwayne DeRose, of Pre-paid Legal Services, share a laugh.



LIBRARY CHECK IN: James A. Roberts, of the Placentia Library, introduces himself to the meetings attendees.



SMILING FACES: Norma Rodriguez, left, of FACES, a non-profit based in Fullerton, greets chamber Director of Relations Gregory Meyers.



THE BUSINESS OF RELATIONSHIPS: Lee Holden, of Lee Holden Consulting Inc., was the guest speaker.



CHAMBER OF FUN: Cynthia Rouze, of Images in Motion, Norma Rodriguez of FACES, Walter Baker and Swayne DeRose, of Pre-paid Legal Services, laugh during a demonstration.



OLD SCHOOL: This is an undated sixth-grade school photo from Isadora McFadden Brower, one of thousands of historical photos in the Placentia Public Library's local history collection.

PHOTOS COURTESY OF THE PLACENTIA PUBLIC LIBRARY

Library to digitize historic photos

Placentia's pictorial history sent off for archiving.

By ADAM TOWNSEND
STAFF WRITER

Photos documenting all facets of life in Placentia throughout the history of the city will be joining an online photo archive as part of a grant from the state to the Placentia Public Library.

"It's a way to promote local history and get it out for everyone to see" said Gary Bell, Placentia Library's history room librarian. "We've contributed over 200 photographs. They encompass everything, from the agricultural industry to oil, to people - the town fathers and such - to recreation."

The Placentia Historical Committee in partnership

with the Placentia Library secured the \$5,000 grant from the California State Library to pay to digitize the pictures.

They will be available on the California Digital Library Calisphere Web site, as well as on the online archive of California.

Bell said many of the pictures were taken by a former Placentia librarian, Virginia Carpenter, who authored a history of Placentia published in 1988.

She died in the 1990s, leaving her research to the history room.

The photos aren't yet archived online, but Bell said they'll be available on the Web sites sometime this year.



ROAD TRIP: This is a photo taken in 1910 of the Placentia Philharmonic Society on its Pacific Red Car Trip. It's one of thousands of historical photos in the Placentia Public library's local history collection. The library is working on digitizing its collection.



SAFETY COMMITTEE MEETING
APRIL 23, 2007
MINUTES

I. Call to Order: 2:20 P.M.

Members Attending: Katie Matas
Wendy Goodson
Caroline Gurkweitz

Members Absent: Esther Guzman

II. Old Business

1. The fire extinguishers were checked by Katie Matas on March 27, 2007 and April 23, 2007.
2. The broken Koala Seat in the public women's restroom was removed. The new one has arrived and will be installed April 24, 2007.
3. "Bloodborne Pathogens" and "Personal Protective Equipment" handouts were distributed at the March 7, 2007 staff meeting, and "Incident Reporting" and "Heat Illness Prevention" handouts were distributed at the April 18, 2007 staff meeting.

III. New Business

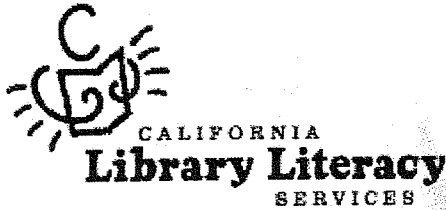
1. An employee found the stovetop in the staff lounge on. Since no one uses the stove, the control knobs were removed to avoid accidental movement until the stove can be disconnected.
2. The loose tiles in the lobby will be repaired as soon as maintenance can be scheduled.

The next meeting will be May 23, 2007 at 11:00 A.M.

Respectfully submitted,



Katie Matas



APPLICATION

Applicant Information

Applicant

(Full legal name of jurisdiction and/or library)

Placentia Library Distric

Street

411 E. Chapman Ave.

City

Placentia, CA

Zip

92870

Contact information

Contact Name:

Jim Roberts

Phone:

714-524-8408 x 215

Fax:

714-528-8236

email:

jroberts@placentialibrary.org

Intent to Participate

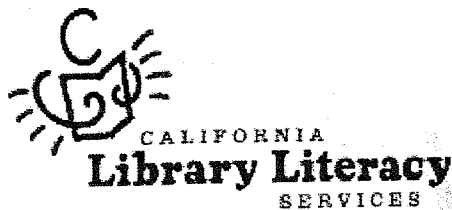
(Only programs funded in 2006/2007 can apply for 2007/2008):

Programs applying for in 2007/2008:

- | | | |
|---|--|--|
| Adult Literacy Services (ALS) | <input checked="" type="checkbox"/> Applying | <input type="checkbox"/> Not Applying |
| Families for Literacy (FFL) | <input checked="" type="checkbox"/> Applying | <input type="checkbox"/> Not Applying |
| English Language Literacy (ELLI) | <input checked="" type="checkbox"/> Applying | <input type="checkbox"/> Not Applying |
| Mobile Library Literacy Services (MLLS) | <input type="checkbox"/> Applying | <input checked="" type="checkbox"/> Not Applying |

Clear

Next



APPLICATION

MINIMUM STANDARDS FOR CALIFORNIA LIBRARY LITERACY SERVICES

ADULT LITERACY SERVICES

The mission of California Library Literacy Services is to enable Californians of all ages to reach their literacy goals and use library services effectively

Adult Literacy Services and outreach to the adult learner is the foundation of library literacy services because reaching the adult is the critical first step in addressing the literacy needs of the entire family. Serving adults provides continuity and a bridge to the family and the community.

Essential Components of Adult Literacy Services include the following CLLS values:

All adult learners you report to the State Library must meet this Definition of an Adult Learner -- For the purposes of qualifying for the per capita award portion of the CLLS funding formula, an adult learner:

- Is 16 years or older and not concurrently enrolled in high school
- Seeks literacy services for him/herself in English and is able to do the intake interview in English
- Has completed an intake interview, has been assessed and is receiving instruction including, but not limited to, one-to-one, small group and/or computer instruction
- Has established one or more personal literacy goals
- Does not include someone who requests services from your library but is referred elsewhere

LEARNER GOAL ORIENTED

Our interest is in helping learners meet their goals for improving their basic skills, not solely in helping them achieve increased test scores or grade levels. Learner-centered literacy instruction supports adult learners and their families in their major life roles as community members, workers, family members and life-long learners.

RESPECTFUL OF VOLUNTEER INVOLVEMENT

Volunteer tutors and other volunteers are fundamental to the success of library literacy services. We honor and value their commitment through initial and on-going training and support, and provide opportunities for recognition and appreciation.

LEARNER-CENTERED

The niche for library literacy services is in serving those who have not succeeded in a classroom setting. Our service is individually geared to each learner and provided in a one-to-one or small group environment.

DEDICATED TO EMPOWERING ADULT LEARNERS

Service to adult learners encompasses more than just tutor/student instruction; we support the creation of programming in which adult learners can meet and learn from each other. We recognize the value that adult learners bring to literacy services as active participants, volunteers, and as library literacy staff members.

STATE/LOCAL PARTNERSHIPS

Because literacy is viewed as a core library service, both the state and local levels strive to ensure continuity of programming. The state funding process provides a continual baseline of support based on achievement of minimum standards and

reporting requirements. In addition, a strong healthy library literacy service is funded in large measure by its local jurisdiction, and the state funding process rewards that commitment.

INCLUSIVE OF ENGLISH AS A SECOND LANGUAGE

While the primary focus of California Library Literacy Services is literacy for English speaking adults, we support those libraries that have targeted ESL parents through the English Language Literacy Intensive (ELLI) program or have identified other resources to provide ESL services in communities where there is a need.

In order to receive a baseline amount of funding from the California State Library for Adult Literacy Services, please describe how each minimum standard is met to certify that your library literacy services are in compliance with these minimum operational standards:

How does your library literacy program attract adult learners? In what ways do adult learners find you?

Word of mouth, asking in the library, cable TV, newspaper publicity, Placentia Quarterly, Placentia Library Newsletter, media releases.

What is included in your initial intake process for adult learners?

Application form, reading and speaking assessment.

When you identify an ESL student or an adult otherwise not suitable for your CSL-funded adult literacy services, where do you direct/refer these adults?

Direct them to adult school.

How is instruction provided to adult learners? (e.g. one-to-one, small group and/or computer instruction, other)

One-to-one.

What support services are provided to your adult learners (e.g. learner support groups, learner institutes, referral to other services)?

On-site support by literacy staff, periodic adult programming.

What on-going support do you provide to ensure that adult learners are working toward/meeting the goals they have set for themselves?

Personal contact with volunteers and learners.

How do you recruit volunteers?

Website, flyers, brochures, off-site outreach, press releases.

How do you train volunteers; after training, how and when are they matched with adult learners?

One training workshop/month. Matches are made by assistant coordinator ASAP after training.

What on-going tutor support services and programs do you offer?

We monitor one-to-one sessions, have accessible staff, and suggest refinements as needed.

How do you ensure that volunteer tutors meet regularly with adult learners and report regularly to the library on their progress?

We keep attendance logs and maintain staff supervision.

If literacy services are provided outside the public library setting, how is a strong connection to the library made?

When we have give-aways at local elementary schools, all material have Library Literacy book plates in them.

While library literacy services may charge a third party, such as a workplace, for services, is your literacy instruction always provided for free to the "end-user," the adult learner or participating family? If you offer fee-based services, please tell us about them.

NA

How do you train staff and volunteers who are responsible for gathering Roles and Goals data and other program statistics?

Staff assists with Roles and Goals form.

How does the library seek community and local government awareness of and support for the program?

We do not receive any local government support for our program. We make the community aware through outreach and media campaigns. We often receive letters of support from elected officials for grants we apply for. Elected officials are also invited to programs recognizing our volunteers.

What is your plan for increased local support, (e.g., a financial commitment from the local jurisdiction) to ensure the program's continuation?

NA

In which regional network does your literacy staff participate (BALIT, CVLLN, NCLC, SCLLN, CSJVLN, etc.), and to what extent?

SCLLN. Attend meetings.

What other community adult service providers participate in your local adult literacy coalition?

The local school district, which includes several elementary schools, two middle schools, and two high schools.

How does the library know its service population and the community's literacy needs, and how has it designed its literacy services in response to those needs?

We track current demographic trends and outreach in the community.

Clear | Next



APPLICATION

MINIMUM STANDARDS FOR CALIFORNIA LIBRARY LITERACY SERVICES

FAMILIES FOR LITERACY (FFL)

In a continuing effort to break the cycle of low literacy, the mission of Families for Literacy services is to offer coordinated adult literacy and early-literacy services to families that include a low literate adult caregiver and at least one pre-school child.

Families for Literacy is designed as an "inreach" program that supports the adult learner population. Therefore, an adult caregiver must be enrolled in an adult literacy program and is the primary focus of family literacy instruction.

Essential Components of Families for Literacy include the following:

- Literacy services for the adult caregiver
- Parenting education
- Parent and child time together
- Orientation to library & other community resources
- Enrichment of the family environment through free book distribution
- Early literacy approaches that assist with school readiness

In order to receive a baseline amount of funding from the California State Library for Families for Literacy, please describe how each minimum standard is met to certify that your library literacy services are in compliance with these minimum operational standards.

Families served in FFL contain an adult learner and at least 1 child under age 5. How do you recruit and/or identify FFL program participants?

We invite parenting groups such as CBET classes to visit the Library and then recruit participants.

How are volunteers utilized in FFL programming?

Volunteers read aloud and help to distribute give-aways.

How are volunteer tutors who work with the participating adult caregivers trained to support family literacy concepts and practices?

Our volunteer tutors receive special training that supports FFL concepts and practices.

How is FFL programming provided for the adult caregiver and the child together?

Parents attend read aloud events and are instructed in best practices for reading to and with children.

If FFL programming is provided outside a public library setting, how is a strong connection to the library made?

The library is identified on all FFL giveaways. We place bookplates in all FFL books.

How are adult caregivers given instruction in the use of children's books, in reading aloud to children, in the selection of books on topics such as parenting, childcare, health, nutrition and family life education, and in how to create a literacy-rich environment at home?

We encourage them to try reading aloud, then we observe and offer suggestions.

How are activities like storytelling, word games and other exercises designed to promote the enjoyment of reading taught to adult caregivers so they can share with their children?

We model all activities for the adults.

How do participating families receive free children's books for ownership, as well as other reading materials and incentives?

All families receive books at all FFL events.

How do literacy and other library staff cooperate, partner and collaborate to assure integration of library services for participating adult caregivers and children?

Library staff members help with all FFL events.

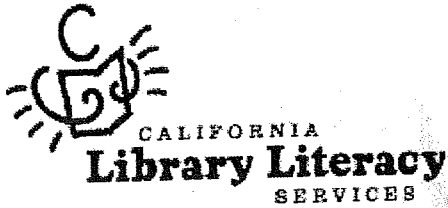
How do you train staff and volunteers who are responsible for gathering Family Survey data and other program statistics?

We model how to administer the survey.

What process do you use to ensure effective implementation of the pre-/post Family Survey to report service outcomes?

We observe and help to refine implementation techniques.

Clear | Next



APPLICATION

MINIMUM STANDARDS FOR CALIFORNIA LIBRARY LITERACY SERVICES

ENGLISH LANGUAGE & LITERACY INTENSIVE PROGRAM (ELLI)

In order to receive a baseline amount of funding from the California State Library for ELLI, please describe how each minimum standard is met to certify that your library literacy services are in compliance with these minimum operational standards.

ELLI participants are identified as at-risk school-age children (grades K - 12) whose home language is one other than English and the parents of these children.

How do you identify/recruit the children you will serve?

Our school site partners identify the children.

How does ELLI programming include regular meetings of the English language-learning children, their parents, and meetings of the families together at a time and location that is convenient for them?

NA

If regular programming is provided in other than a library setting, how is a strong connection to the public library made?

NA

How does your ELLI program provide instruction to parents on navigating the school system and involvement with their child's school as well as other aspects of parenting?

We mentor ELLI parents individually.

Where do you direct/refer parents who desire ESL instruction?

We direct parents to the school district programs.

How do literacy and other library staff cooperate, partner and collaborate to assure maximum integration of library services for participating parents and children?

Our library services and programs involve all staff members and are open to all patrons.

How are programming activities like storytelling, educational games, tutoring, arts programming and book discussions designed to promote the enjoyment of reading and writing in children and adults?

Parents and children are welcome to attend all storytelling and book discussions. We model best methods and demonstrate ways to read to and engage children in the listening/reading process.

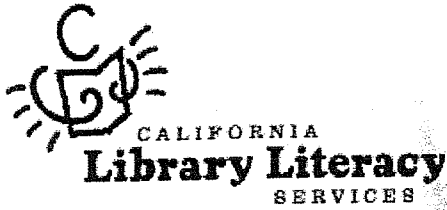
How do you train staff and/or volunteers who are responsible for gathering and compiling ELLI data and other program statistics, including CELDT test scores for participating children?

Literacy staff is responsible for gathering and compiling ELLI data.

How do you ensure that the library knows its service population and the community's need for English language literacy services? How has your library designed ELLI services to respond to those needs?

We communicate with the school sites and track local demographics. We adjust our services based on what we learn.

Clear | Next



APPLICATION

PROPOSED REVENUE FOR FISCAL YEAR 2007/2008

List below all private and public funds budgeted for all of your California Library Literacy Services - - **Adult Literacy Services, Family Literacy Services, ELLI, MLLS, as well as for any ESL and Other Services** you plan to provide during the Fiscal Year.

In order to capture the whole funding picture of your literacy services you must include the funds you use to support your ESL, Reach Out & Read, and other complementary literacy services not funded with State Library funds in the columns provided. Understand that those ESL/Other funds will not be included in the matching formula by the California State Library when calculating an award. Any funds received from the California State Library, whether State or Federal (such as LSTA) are not eligible for matching. In-kind support such as space, utilities, etc., is also not eligible for matching and is not included in the budget, but is reported at the end of the year as In-kind.

Budget for FY 2007/2008 by Program & Supporting Functions	Adult Literacy Services	Family Literacy	ELLI	Mobile Library Literacy	ESL	Other Services	Total Revenue	
							State Revenue	Other Revenue
Library Name: Placentia Library District								
Projected Support Revenue							State Revenue	Other Revenue
California Library Literacy Services (California State Library Grant) *	34384	10000	1000	0			54384	
Library/Local Jurisdiction Commitment (City, County, District, Library)	287730	0	0	0	0	0		287730
California Work Opportunity (CalWorks)	0	0	0	0	0	0		0
Community Based English Tutoring (CBET)		0	0	0	0	0		0
Community Development Block Grant (CDBG)	0	0	0	0	0	0		0
County Health/Human Services/Alcohol & Drug (Prop 36)	0	0	0	0	0	0		0
County Housing Authorities/Departments (CHA)	0	0	0	0	0	0		0
County Sheriff's Department/Corrections	0	0	0	0	0	0		0
Donations from Individuals (including Bequests)	0	0	0	0	0	0		0
Even Start	0	0	0	0	0	0		0

First Five/Children & Families Commission (Prop 10)	0	0	0	0	0	0	0
Head Start	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
Healthy Start							
Library Foundations	0	0	0	0	0	0	0
Library Friends Groups	0	0	0	0	0	0	0
Local Literacy Councils/Groups	0	0	0	0	0	0	0
Private/Corporate Foundations (e.g., Verizon)	20000	0	0	0	0	0	20000
Pro Literacy Worldwide (PLW) (formerly LVA/Laubach)	0	0	0	0	0	0	0
Service Clubs (e.g., Rotary, Kiwanis)	0	0	0	0	0	0	0
Special Events Net (fundraisers)	0	0	0	0	0	0	0
United Way	0	0	0	0	0	0	0
WIA (Workforce Investment Act) Sec. 225/231	0	0	0	0	0	0	0
WIA (Workforce Investment Act) EL CIVICS	0	0	0	0	0	0	0
Other (identify)	0	0	0	0	0	0	0
Total	342114	10000	1000	0	0	0	54384 307730
Total eligible for California State Library Match	307730					Grand Total	362114

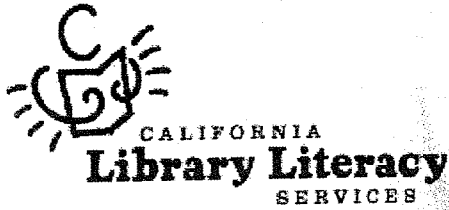
Next



APPLICATION

Budget Detail Fiscal Year 2007/2008

Budget Categories	Proposed Revenue							Literacy Budget		
	Adult Literacy Services		Family Literacy	ELLI	MLLS	ESL	Other	Total	State Revenue	Local Revenue
	CLLS	Local								
1. Salaries and Benefits	34384	167730	10000	10000	0	0	0	222114	54384	167730
2. Contract Staff	0	0	0	60000	0	0	60000	120000	0	120000
3. Operations	0	0	0	0	0	0	20000	20000	0	20000
4. Library Materials	0	0	0	0	0	0	0	0	0	0
5. Equipment (\$5K+)	0	0	0	0	0	0	0	0	0	0
6. Indirect Costs (not to exceed 10%)	0	0	0	0	0	0	0	0	0	0
Total	34384	167730	10000	70000	0	0	80000	362114	54384	307730
Total ALS:	202114							Grand Total:	362114	
Next										



APPLICATION

FY 2007/2008

Name of Library: **Placentia Library District**

[Back](#)

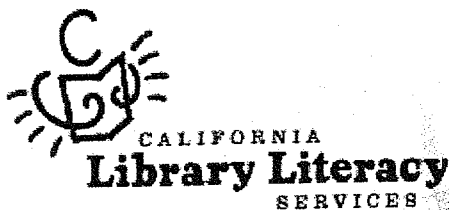
Staff Commitment - Library Personnel

Library Personnel (staff is city, county or district employee)

Position/Job Title	Report as FTE							Salary
	Adult Program	Family Program	ELLI Program	MLLS Program	ESL	Other Services		
<input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	
<input type="button" value="Back"/>	<input type="button" value="Add"/>						<input type="button" value="Continue"/>	

The following has been entered:

Position/Job Title	Report as FTE							Salary	Edit	Delete
	Adult Program	Family Program	ELLI Program	MLLS Program	ESL	Other Services				
Literacy Coordinator	1	0	0	0	0	0	84379	Edit	Delete	
Literacy Assistant	0	0.5	0.5	0	0	0	43596	Edit	Delete	
Support Staff	1	0	0	0	0	0	32177	Edit	Delete	
Support Staff	0	0	1	0	0	0	33194	Edit	Delete	
Literacy Assistant	0	0	1	0	0	0	28768	Edit	Delete	
Total:	2	0.5	2.5	0	0	0	222114			



APPLICATION

FY 2007/2008

Name of Library: **Placentia Library District**

[Back](#)

Staff Commitment - Contract Personnel

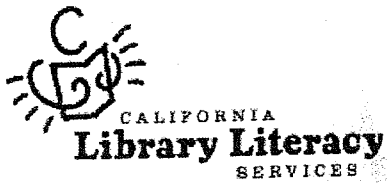
Contract Personnel (not a city/county/district employee)

Report as FTE

Position/Job Title	Adult Program	Family Program	ELLI Program	MLLS Program	ESL	Other Services	Salary
<input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
<input type="button" value="Back"/>	<input type="button" value="Add"/>			<input type="button" value="Continue"/>			

The following has been entered:

Position/Job Title	Report as FTE						Salary	Edit	Delete
	Adult Program	Family Program	ELLI Program	MLLS Program	ESL	Other Services			
ELLI Off-site Coordinator	0	0	0	0	0	1	60000	Edit	Delete
Other Services	0	0	0	0	0	1	60000	Edit	Delete
Total:	0	0	0	0	0	2	120000		



APPLICATION

Please review your application before submitting it and **print this page for your records:**

Applicant Information

Applicant

(Full legal name of jurisdiction and/or library)

Placentia Library District

Street

411 E. Chapman Ave.

City

Placentia, CA

Zip

92870

Contact information

Contact Name:

Jim Roberts

Phone:

714-524-8408 x 215

Fax:

714-528-8236

email:

jroberts@placentialibrary.org

Intent to Participate

Programs applying for in 2007/2008:

Applying Not Applying Adult Literacy Services (ALS)
Applying Not Applying Families for Literacy (FFL)
Applying Not Applying English Language Literacy (ELLI)
Applying Not Applying Mobile Library Literacy Services (MLLS)

ADULT LITERACY SERVICES

How does your library literacy program attract adult learners? In what ways do adult learners find you?

Word of mouth, asking in the library, cable TV, newspaper publicity, Placentia Quarterly, Placentia Library Newstetter, media releases.

What is included in your initial intake process for adult learners?

Application form, reading and speaking assessment.

When you identify an ESL student or an adult otherwise not suitable for your CSL-funded adult literacy services, where do you direct/refer these adults?

Direct them to adult school.

How is instruction provided to adult learners? (e.g. one-to-one, small group and/or computer instruction, other)

One-to-one.

What support services are provided to your adult learners (e.g. learner support groups, learner institutes, referral to other services)?

On-site support by literacy staff, periodic adult programming.

What on-going support do you provide to ensure that adult learners are working toward/meeting the goals they have set for themselves?

Personal contact with volunteers and learners.

How do you recruit volunteers?

Website, flyers, brochures, off-site outreach, press releases.

How do you train volunteers; after training, how and when are they matched with adult learners?

One training workshop/month. Matches are made by assistant coordinator ASAP after training.

What on-going tutor support services and programs do you offer?

We monitor one-to-one sessions, have accessible staff, and suggest refinements as needed.

How do you ensure that volunteer tutors meet regularly with adult learners and report regularly to the library on their progress?

We keep attendance logs and maintain staff supervision.

If literacy services are provided outside the public library setting, how is a strong connection to the library made?

When we have give-aways at local elementary schools, all material have Library Literacy book plates in them.

While library literacy services may charge a third party, such as a workplace, for services, is your literacy instruction always provided for free to the "end-user," the adult learner or participating family? If you offer fee-based services, please tell us about them.

NA

How do you train staff and volunteers who are responsible for gathering Roles and Goals data and other program statistics?

Staff assists with Roles and Goals form.

How does the library seek community and local government awareness of and support for the program?

We do not receive any local government support for our program. We make the community aware through outreach and media campaigns. We often receive letters of support from elected officials for grants we apply for. Elected officials are also invited to programs recognizing our volunteers.

What is your plan for increased local support, (e.g., a financial commitment from the local jurisdiction) to ensure the program's continuation?

NA

In which regional network does your literacy staff participate (BALIT, CVLLN, NCLC, SCLLN, CSJVLN, etc.), and to what extent?

SCLLN. Attend meetings.

What other community adult service providers participate in your local adult literacy coalition?

The local school district, which includes several elementary schools, two middle schools, and two high schools.

How does the library know its service population and the community's literacy needs, and how has it designed its literacy services in response to those needs?

We track current demographic trends and outreach in the community.

FAMILIES FOR LITERACY (FFL)

Families served in FFL contain an adult learner and at least 1 child under age 5. How do you recruit and/or identify FFL program participants?

We invite parenting groups such as CBET classes to visit the Library and then recruit participants.

How are volunteers utilized in FFL programming?

Volunteers read aloud and help to distribute give-aways.

How are volunteer tutors who work with the participating adult caregivers trained to support family literacy concepts and practices?

Our volunteer tutors receive special training that supports FFL concepts and practices.

How is FFL programming provided for the adult caregiver and the child together?

Parents attend read aloud events and are instructed in best practices for reading to and with children.

If FFL programming is provided outside a public library setting, how is a strong connection to the library made?

The library is identified on all FFL giveaways. We place bookplates in all FFL books.

How are adult caregivers given instruction in the use of children's books, in reading aloud to children, in the selection of books on topics such as parenting, childcare, health, nutrition and family life education, and in how to create a literacy-rich environment at home?

We encourage them to try reading aloud, then we observe and offer suggestions.

How are activities like storytelling, word games and other exercises designed to promote the enjoyment of reading taught to adult caregivers so they can share with their children?

We model all activities for the adults.

How do participating families receive free children's books for ownership, as well as other reading materials and incentives?

All families receive books at all FFL events.

How do literacy and other library staff cooperate, partner and collaborate to assure integration of library services for participating adult caregivers and children?

Library staff members help with all FFL events.

How do you train staff and volunteers who are responsible for gathering Family Survey data and other program statistics?

We model how to administer the survey.

What process do you use to ensure effective implementation of the pre-/post Family Survey to report service outcomes?

We observe and help to refine implementation techniques.

ENGLISH LANGUAGE & LITERACY INTENSIVE PROGRAM (ELLI)

How do you identify/recruit the children you will serve?

Our school site partners identify the children.

How does ELLI programming include regular meetings of the English language-learning children, their parents, and meetings of the families together at a time and location that is convenient for them?

NA

If regular programming is provided in other than a library setting, how is a strong connection to the public library made?

NA

How does your ELLI program provide instruction to parents on navigating the school system and involvement with their child's school as well as other aspects of parenting?

We mentor ELLI parents individually.

Where do you direct/refer parents who desire ESL instruction?

We direct parents to the school district programs.

How do literacy and other library staff cooperate, partner and collaborate to assure maximum integration of library services for participating parents and children?

Our library services and programs involve all staff members and are open to all patrons.

How are programming activities like storytelling, educational games, tutoring, arts programming and book discussions designed to promote the enjoyment of reading and writing in children and adults?

Parents and children are welcome to attend all storytelling and book discussions. We model best methods and demonstrate ways to read to and engage children in the listening/reading process.

How do you train staff and/or volunteers who are responsible for gathering and compiling ELLI data and other program statistics, including CELDT test scores for participating children?

Literacy staff is responsible for gathering and compiling ELLI data.

How do you ensure that the library knows its service population and the community's need for English language literacy services? How has your library designed ELLI services to respond to those needs?

We communicate with the school sites and track local demographics. We adjust our services based on what we learn.

PROPOSED REVENUE FOR FISCAL YEAR 2007/2008

Budget for FY 2007/2008 by Program & Supporting Functions	Adult Literacy Services	Family Literacy	ELLI	Mobile Library Literacy	ESL	Other Services	Total Revenue	
Library Name: Placentia Library District							State Revenue	Other Revenue
Projected Support Revenue								
California Library Literacy Services (California State Library Grant) *	\$34,384.00	\$10,000.00	\$10,000.00	\$0.00			\$54,384.00	

Library/Local Jurisdiction Commitment (City, County, District, Library)	\$287,730.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$287,730.00
California Work Opportunity (CalWorks)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Community Based English Tutoring (CBET)		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Community Development Block Grant (CDBG)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
County Health/Human Services/Alcohol & Drug (Prop 36)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
County Housing Authorities/Departments (CHA)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
County Sheriff's Department/Corrections	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Donations from Individuals (including Bequests)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Even Start	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
First Five/Children & Families Commission (Prop 10)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Head Start	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Healthy Start	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Library Foundations	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Library Friends Groups	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Local Literacy Councils/Groups	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Private/Corporate Foundations (e.g., Verizon)	\$20,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20,000.00
Pro Literacy Worldwide (PLW) (formerly LVA/Laubach)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Service Clubs (e.g., Rotary, Kiwanis)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Special Events Net (fundraisers)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
United Way	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
WIA (Workforce Investment Act) Sec. 225/231	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
WIA (Workforce Investment Act) EL CIVICS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other (identify)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$342,114.00	\$10,000.00	\$10,000.00	\$0.00	\$0.00	\$0.00	\$54,384.00
Total eligible for California State Library Match	\$307,730.00						Grand Total \$362,114.00

BUDGET DETAIL FISCAL YEAR 2007/2008

Budget Categories	Approved Budget							Funding Source		
	Adult Literacy Services		Families for Literacy	ELLI	MLLS	ESL	Other Services	Total	State Revenue	Local Revenue
	CLLS	Local								
1. Salaries and Benefits	\$34,384.00	\$167,730.00	\$10,000.00	\$10,000.00	\$0.00	\$0.00	\$0.00	\$222,114.00	\$54,384.00	\$167,730.00
2. Contract Staff	\$0.00	\$0.00	\$0.00	\$60,000.00	\$0.00	\$0.00	\$60,000.00	\$120,000.00	\$0.00	\$120,000.00
3. Operations	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20,000.00	\$20,000.00	\$0.00	\$20,000.00
4. Library Materials	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
5. Equipment (\$5K+)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
6. Indirect Costs (not to exceed 10%)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total:	\$34,384.00	\$167,730.00	\$10,000.00	\$70,000.00	\$0.00	\$0.00	\$80,000.00	\$362,114.00	\$54,384.00	\$307,730.00
Total ALS:	\$202,114.00							Grand Total:	\$362,114.00	

STAFF COMMITMENT - LIBRARY PERSONNEL

Position/Job Title	Report as FTE						Salary
	Adult Program	Family Program	ELLI Program	MLLS Program	ESL	Other	
Literacy Coordinator	1	0	0	0	0	0	\$84,379.00
Literacy Assistant	0	0.5	0.5	0	0	0	\$43,596.00
Support Staff	1	0	0	0	0	0	\$32,177.00
Support Staff	0	0	1	0	0	0	\$33,194.00
Literacy Assistant	0	0	1	0	0	0	\$28,768.00
Total:	2	0.5	2.5	0	0	0	\$222,114.00

STAFF COMMITMENT - CONTRACT PERSONNEL

Position/Job Title	Report as FTE						Salary
	Adult Program	Family Program	ELLI Program	MLLS Program	ESL	Other	
ELLI Off-site Coordinator	0	0	0	0	0	1	\$60,000.00
Other Services	0	0	0	0	0	1	\$60,000.00
Total:	0	0	0	0	0	2	120000
FTE Grand Totals:	2	0.5	2.5	0	0	2	\$342,114.00

Upon completion of application this form should be printed and a signed copy returned to:
Library, Library Development Services - Literacy Team, P.O. Box 94283

California Library Literacy Services
Application for Continuing Programs

12. Statement of Intent

- 2007/08
- a. I intend to request State funds available under the provisions of Section 18866 of the Education Code for the ~~2006/07~~ fiscal year. I understand that I will be notified by the California State Library of the amount for which my library is eligible, according to the provisions of the law, and that I will submit all required reports, claims, and a proposed Budget utilizing the full eligible amount for literacy, subject to approval by the California State Library.
 - b. I affirm that any or all other agencies participating in the program have agreed to the terms of the application/grant award, and have entered into an agreement(s) concerning the final disposition of equipment, facilities, and materials purchased for this program from the funds awarded for the activities and services described in the attached, as approved and/or as amended, application.

(Signed): Ed Minter Date: 5/15/2007
(Authorized representative)

(Printed): Elizabeth D Minter

Title: Library Director

Library Jurisdiction: Placentia Library District

Street/mail address: 411 E. Chapman Ave.

City: Placentia County: Orange Zip + 4: 92870-6198

Telephone: (714) 528-1925 x203 Fax: (714) 528-8236

E-mail: eminter@placentialibrary.org



LIBRARY
OF
CALIFORNIA



CALIFORNIA
STATE LIBRARY
FOUNDED 1939

April 24, 2007

To: Members, Library of California Board
cc: CLSA Participants

From: Tom Andersen, Bureau Chief *Thomas K. Andersen*
Library Development Services

Subject: Library of California Board Actions April 18, 2007

Purpose of the Library of California Act:

The Legislature finds and declares that it is in the interest of the people of the state to ensure that all Californians have free and convenient access to all library resources and services that could provide essential information and enrich their lives; and, to respond fully and successfully to these information needs and to the diversity of California's population, libraries of all types and in all parts of the state must be enabled to interact, cooperate, and share resources. This policy shall be accomplished by enabling libraries of all types and in all parts of the state to provide their users with services and resources of all libraries in this state, and by assisting libraries to provide and improve services to the underserved.

Library of California Board Mission and Vision Statements:

Mission Statement: The Library of California Board builds and supports the sharing of resources among all libraries for all Californians.
Vision Statement: The Library of California Board will be the nationally recognized leader of a dynamic statewide system of quality library services.

The following actions were taken at the Library of California Board meeting in Sacramento on April 18, 2007 without a quorum of the Board. These actions will be ratified by the full Board at its next meeting in August. Board members present were: Maghsoudi, President; Bernardo; Fong; Steinhauser; and Zollman.

Adoption of Agenda

1. It was moved, seconded (Steinhauser/Zollman) and carried unanimously that the Library of California Board adopts the agenda of the April 18, 2007 meeting as presented.

Approval of Minutes

2. It was moved, seconded (Zollman/Steinhauser) and carried unanimously that the draft minutes of the September 14, 2006 Library of California Board meeting be approved as presented.

Resolutions

3. It was moved, seconded (Steinhauser/Fong) and carried unanimously that the Library of California Board adopts Library of California Board Resolution 2007-01 for Sonia Levitin. (See Attachment A)
4. It was moved, seconded (Fong/Bernardo) and carried unanimously that the Library of California Board adopts Library of California Board Resolution 2007-02 for Cameron Robertson. (See Attachment B)

CLSA Interlibrary Loan and Direct Loan Programs

5. It was moved, seconded (Bernardo/Fong) and carried unanimously that the Library of California Board adopts, subject to the concurrence of the State Department of Finance, reimbursement rates for the 2007/08 fiscal year as follows: for CLSA interlibrary loans, a reimbursement rate of \$5.29 per eligible transaction; for CLSA direct loans, a reimbursement rate of \$.97 per eligible transaction; and that the Chief Executive Officer inform all participants of the 2007/08 reimbursement rates as soon as Department of Finance concurrence is obtained.

LoC Regional Library Network Development

6. It was moved, seconded (Zollman/Bernardo) and carried unanimously that the Library of California Board approves the two requests for network affiliation for the members listed in Table A, with member services to begin immediately. (See Attachment C)

Legislation

7. By consensus the Library of California Board authorizes the Board President to send letters in support of the following legislative bills:
 - SB 156, Senator Simitian, Library Construction Bond Act of 2008
 - AB 1030, Assembly Member Caballero, Literacy and English acquisition services, young adult component
 - AB 1233, Assembly Member Galgiani, Homework assistance
 - AB 333, Assembly Member Hancock, School libraries: online databases

Attached also is a Library of California meeting schedule and a calendar of meetings, events, and deadlines for 2007. (See Attachment D)

Library of California Board Resolution 2007-01

WHEREAS, the Library of California Board desires to recognize Sonia W. Levitin for her distinguished contributions as one of its members on the occasion of the conclusion of her term of service as a Member of the Board; and

WHEREAS, the Board wishes to honor Sonia for her outstanding public service representing Special Libraries since her appointment by former California Governor Gray Davis on January 14, 2003; and

WHEREAS, the Board wishes to acknowledge Sonia for her distinguished service as a member of the Budget and Planning Committee (2003-2006); and

WHEREAS, Sonia has advocated for libraries at the state level on behalf of the Board and the greater library community; and

WHEREAS, it should be noted that she brought to the Library of California Board her valuable experience as an author of numerous books, guest lecturer throughout the country and instructor for the UCLA Writer's Program;

WHEREAS, the Board wishes to recognize Sonia's outstanding contributions to enable Californians to learn and to obtain information through our libraries.

NOW, THEREFORE, BE IT RESOLVED, that

*the Library of California Board
extends its sincere appreciation and deep regard to*

SONIA W. LEVITIN

*for her distinguished leadership and contributions
to the libraries and people of the State of California
on this day of 18 April 2007*

Board Actions, April 18, 2007

Library of California Board Resolution 2007-02

In Honor of Cameron D. Robertson

WHEREAS, the Library of California Board desires to recognize Cameron D. Robertson for the many years of dedicated service on the occasion of his retirement on April 30, 2007; and

WHEREAS, Cameron Robertson served the people of California with great distinction, energy and devotion beginning with his appointment to the California State Library Braille and Talking Book Library in 1976, where he designed the library's first automated system which changed the way libraries served their customers; and

WHEREAS, in 1980 Cameron was appointed the Library Systems Specialist in the Library Development Services Bureau to work with a variety of public libraries on their federally funded information technology projects; and

WHEREAS, in 1982 Cameron was promoted within LDS and spent the next ten years as the California Library Services Act Program Manager where he became responsible for developing policy recommendations for the California Library Services Board; and

WHEREAS, during his tenure with CLSA, Cameron helped develop and implement the California Literacy Campaign and Families for Literacy Program, and in 1992 expanded his duties to include the responsibilities of Assistant Bureau Chief for Library Development Services; and

WHEREAS, in October 1992, State Librarian Gary Strong appointed Cameron Robertson to the position of Assistant State Librarian, and because of Cameron's exceptional leadership abilities, in December 1995, Governor Pete Wilson appointed Robertson Deputy State Librarian, a gubernatorial action which State Librarian Emeritus Dr. Kevin Starr encouraged; and

WHEREAS, the Library of California Board desires to honor Cameron Robertson for his many contributions to the California State Library and its services and staff, with good wishes to him and his family for the many years he served to enable Californians to learn and to obtain information through our libraries.

NOW, THEREFORE, BE IT RESOLVED, that

*the Library of California Board
extends its sincere appreciation and deep regard to*

CAMERON D. ROBERTSON

*For his distinguished leadership and contributions
To the libraries and people of the State of California
On this day of 18 April 2007*

<p style="text-align: center;">Table A Requests for Network Affiliation for New Members</p>

GOLD COAST LIBRARY NETWORK

Member

UCSF Fresno Medical Library
West Hills College Lemoore

Participating Libraries

UCSF Fresno Medical Library
West Hills College Library Lemoore

Board Actions, April 18, 2007

LIBRARY OF CALIFORNIA BOARD MEETING SCHEDULE FOR 2007

February 28, 2007

Sacramento

August 8-9, 2007

Sacramento

CALENDAR OF MEETINGS/EVENTS/DEADLINES FOR 2007

April 27	Black Gold Cooperative Library System, Administrative Council, Santa Maria
May 3	North Bay Cooperative Library Systems, Board of Directors, Napa Valley College
May 3	Santiago Library System, Administrative Council, [if needed; location tbd]
May 3	Peninsula Library Systems, Administrative Council, PLS Headquarters in San Mateo
May 4	Silicon Valley Library Systems, Administrative Council, Sunnyvale
May 4	San Joaquin Valley Library System, Administrative Council, Tulare
May 9	4 th 2006/07 CLSA Direct Loan Sample data due at State Library
May 11	Monterey Bay Area Cooperative Library System, Administrative Council [location tbd]
May 18	Bay Area Library & Information System, Administrative Council, Hayward
May 18	Inland Library System, Administrative Council meeting, [location tbd]
May 24	Serra Cooperative Library Systems, Administrative Council, Serra Mesa Branch
May 24	Metropolitan Cooperative Library Systems, Administrative Council, Monterey Park
June 1	Black Gold Cooperative Library System, Administrative Council, Lompoc
June 7	Peninsula Library System, Administrative Council, PLS Headquarters in San Mateo
July 6	San Joaquin Valley Library System, Administrative Council, Tulare
July 15	4 th quarter 2006/07 ILL claims due at State Library
August 23	Serra Cooperative Library System, Administrative Council, Four S Ranch
September 7	San Joaquin Valley Library System, Administrative Council, Tulare
November 2	San Joaquin Valley Library System, Administrative Council, Tulare

System Administrative Council meeting dates are subject to change. Please contact the System to verify dates and locations.

Doc.#10949

LIBRARY
OF
CALIFORNIA



CALIFORNIA
STATE LIBRARY
FOUNDED 1938

To: Public Library Directors
Non-Public Library Interlibrary Loan Participants
CLSA System Directors

cc: Library of California Board Members

From: Susan Hildreth, Chief Executive Officer,
Library of California Board

A handwritten signature in cursive script that reads "Susan Hildreth".

Date: May 1, 2007

Subject: 2007/08 California Library Services Act (CLSA) Reimbursement
Rates

At its April 18, 2007 meeting, the Library of California (LoC) Board adopted Interlibrary Loan (ILL) and Direct Loan reimbursement rates for the 2007/08 fiscal year based on the results of the annual cost studies that were completed in April 2007. The Department of Finance has concurred with the Board-adopted rates and approved ILL reimbursement at \$5.29 per eligible transaction and \$.97 for each net imbalance Direct Loan transaction.

The Governor's proposed (January) budget for the Transaction Based Reimbursement (TBR) Program is identical to the current year, \$18,616,000. It is more than likely that the TBR budget will fall short of reimbursing all participants at the approved rates. Therefore, the LoC Board will consider at its August meeting withholding a percentage from each quarterly reimbursement payment and, after determining the full cost of the ILL and Direct Loan programs for 2007/08, pay the full amount remaining due to each participating library if sufficient funds remain in the 2007/08 TBR appropriation, or prorate the final payment equitably if insufficient funds remain in the appropriation.

If you have any questions, please contact Sandy Habbestad at (916) 653-7532 or by email at shabbestad@library.ca.gov.



California State Library
Library Services and Technology Act

Quarterly Narrative Report

Quarter:

- First quarter – Jul, Aug, Sept.
 Second quarter – Oct, Nov, Dec.
 Third quarter – Jan, Feb, Mar.

This report is due quarterly, thirty (30) days after each three-month period of the project's duration. Note that failure to submit these reports within the timeline of the grant program could jeopardize receipt of the final 10% grant payment. Submit ORIGINAL (please sign in blue ink) and TWO copies of the report to:

California State Library
Budget Office – LSTA
P.O. Box 942837
Sacramento, CA 94237-0001

Date: 2/8/07

Grant Award ID #: 40-6603

1. **Grantee:** Placentia Library District
2. **Project:** Local History Digital Resource
3. **Describe significant events of this project report period. Relate activities to specific project objectives. Attach project statistics, publicity, publications, etc.** We have completed selecting our 200 hundred photographs. Our team of volunteers has completed a metadata worksheet for each photo. The last shipment of 50 photos are due to be returned next week. We have just started a careful review of the metadata and are uploading items into ContentDM.
4. **Outline planned activities for the next quarter. Note: if these differ from activities proposed in the application for this period.** All effort now is in uploading accurate records into ContentDM
5. Is the project on schedule as described and approved? yes no
Is the project within budget as approved? yes no
If either box is checked "no", describe what corrective actions are being taken.
6. **Note any other present constraints or foreseeable problems that may affect the outcome of the project. How can such problems be overcome?**

7. Signature: Ed Napier Title: Mr.
(Please sign in blue ink)

8. Telephone: 1-714-528-1925 x207 E-mail: vnapier@placentia-library.org

Quarterly Financial Report

(Show approved budget modifications on this page)

Project Title: _____

Grantee: _____

Grant Award I.D.: _____ Fiscal Year: _____ Approval Date of Modification: _____

Budget Category	Previous Budget	Budget Adjustment	Current Budget
a. Salaries and Benefits	\$0	\$0	\$0
b. Materials	\$0	\$0	\$0
c. Operating Expenses	\$0	\$0	\$0
d. Equipment	\$0	\$0	\$0
e. Indirect Costs	\$0	\$0	\$0
f. Total	\$0	\$0	\$0

NOTE: Failure to submit these reports within the timelines of the grant program could jeopardize receipt of final 10% grant payment. Any budget adjustments or modifications must be shown on LSTA 8 page 2. If there are no changes to the current budget, page 2 need not be returned.

Quarterly Financial Report

Quarter	
1 st Jul, Aug, Sep	<input type="checkbox"/>
2 nd Oct, Nov, Dec	<input type="checkbox"/>
3 rd Jan, Feb, Mar	<input checked="" type="checkbox"/>
4 th Apr, May, Jun	<input type="checkbox"/>
Liquidation	<input type="checkbox"/>

Grant Award I.D.: 40-6603

Fiscal Year: 2006-07

Project title: Local History Digital Resource Project

Grantee: Placentia Library District

Send ORIGINAL (please sign in blue ink) and three copies to:

California State Library
 Budget Office - LSTA
 P.O. Box 942837
 Sacramento, CA 94237-0001

Telephone: 714-528-1925 x207 E-mail: vnpier@placentialibrary.org

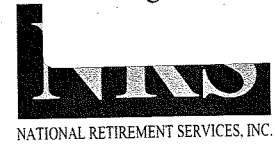
Completed by: Vernon Napier Title: Technical Services Manager

Signature: *Vernon Napier* Date: 04/30/07

	Current Approved Budget (1)	1 st Quarter (2)	2 nd Quarter (3)	3 rd Quarter (4)	4 th Quarter (5)	Total Expended/ Encumbered (6)	Outstanding Encumbrances at Close of 4 th Qtr. (7)	Liquidation of Outstanding Project End Encumbrances (8)	Unexpended/ Unencumbered Balance (9)
a.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
b.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
c.	\$5,000	\$2,608.48	\$0	\$0	\$0	\$2,608	\$0	\$0	\$2,392
d.	\$0	\$0	\$259	\$0	\$0	\$259	\$0	\$0	(\$259)
e.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
f.	\$5,000	\$2,608	\$259	\$0	\$0	\$2,867	\$0	\$0	\$2,133

- a. Salaries and Benefits
- b. Materials
- c. Operating Expenses
- d. Equipment
- e. Indirect Costs
- f. Total

NOTE: Failure to submit these reports within the timelines of the grant program could jeopardize receipt of final 10% grant payment. Any budget adjustments or modifications must be shown on STA 8 page 2. If there are no changes to the current budget, page 2 need not be returned.



April 12, 2007

Ms. Elizabeth Minter
Placentia Library District Of Orange County
411 East Chapman Avenue
Placentia, CA 92870-6198

**RE: Participant Benefit Statement Requirement For
Placentia Library District of Orange County Money Purchase Pension Plan**

Dear Ms. Minter,

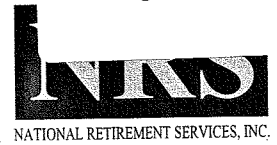
The purpose of this letter is to alert you of an upcoming requirement that has a significant impact on defined contribution retirement plans. This requirement relates to the Plan Sponsors' mandatory obligation to provide **periodic benefit statements** for plan participants. The new requirements are a result of the Pension Protection Act of 2006 ("PPA"), a law we discussed in a prior communication. Unfortunately, the Department of Labor (DOL) has made it somewhat difficult for Plan Sponsors and their respective administrators to timely comply, in some cases, by May 15, 2007. Moreover, the DOL has yet to provide clear guidance on the implementation of the new requirements. As a result, plans must act in "good faith compliance" until further guidance is issued. The following is an overview and discussion of the particular communication requirements.

Mandatory Periodic Benefit Statements for Participants

The PPA requires all retirement plans to provide periodic statements to plan participants. The content and frequency of the statements depend upon the kind of plan involved and provisions contained in the plan. The law divides defined contribution plans into two groups for purposes of these statements: (1) plans that permit participants to direct the investment of some or all of their accounts, and (2) plans that do not permit participant investment direction. While the law requires that certain information be provided, it does not all have to be on the same statement. Multiple statements may be provided that satisfy different requirements of the law as long as participants are advised in advance. Statements may be delivered in written, electronic, or other appropriate form reasonably accessible to the participant (e.g. continuously available secured web site).

1) Participant Directed Investment Plans:

Benefit statements must be provided to participants at least once each calendar quarter starting for Plan Years that begin in 2007. The DOL has indicated that a 45 day period may be added, so that a calendar plan has until May 15, 2007 to send out the March 31, 2007 quarter statements. **Specific information must be included in these statements such as total benefit accrued and the value of each investment. Additionally, the statement must include advice to the participant concerning a well-balanced investment portfolio and provide the DOL web site address. For plans using "permitted disparity" or plans that offset benefits against another plan, information describing these provisions must also be included. Information concerning the participant's vesting status must be provided on at least an annual basis. For calendar year plans, this requirement must initially be satisfied on or before February 14, 2008.**



Plan sponsors that use an insurance company or other financial service provider will probably be contacted by these institutions concerning what they intend to do in order to comply, or partially comply, with the new requirements. We are confident that existing statement formats will be enhanced in order to include some or all of the new requirements. Determining vesting requirements, on the other hand, will be difficult or impossible for some financial service providers. In most cases, NRS is prepared to provide a separate statement that provides the missing information. Hence, as a practical matter, using the multiple statements approach makes good sense.

2) Non Participant Directed Investment Plans:

Benefit statements must be provided to participants at least once each calendar year starting in 2007, with the first one due no later than February 14, 2008. Note that non-calendar year plan statements are also required by February 14, 2008. The statements must contain the total accrued benefit, the value of each investment, and details concerning the employee's vested status based on the "latest available information." NRS will advise you concerning statement preparation and distribution after further federal guidance is provided.

What Must Be Done Now

1) Participant Directed Investment Plans: your plan participants must be advised that there will be expanded content to their benefit statements starting in 2007, due to a new law. For calendar year plans, participants must be informed before May 15, 2007 that a supplemental statement will be provided if the regular statement does not include all of the new requirements. **If your plan has a year-end other than December 31st, we are proposing that you comply earlier than may be required under the PPA.** NRS is prepared to assist you in complying with the increased disclosure requirements before May 15, 2007. Within the next few weeks, you will receive correspondence from NRS that will provide you with the communications procedure and notice for distribution to plan participants based on DOL's "good faith compliance" guidelines. NRS' fee for this service is \$150 for which an invoice will be mailed.

2) Non Participant Directed Investment Plans: no action is required at this time, pending further federal guidance and advice from NRS.

As always, NRS will continue to service your plan with the utmost attention and inform you of critical information that surrounds the qualified retirement plan industry.

Sincerely,



Penny Wright
Account Manager

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees

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

SUBJECT: Legislative Issues and a Review of the Status of the State Budget and State Library Budget

DATE: May 29, 2007

BACKGROUND

Agenda Item 25 contains information about current legislation affecting independent special districts and libraries.

There have been no requests for legislative action received during this report period.

The Trustees may want to report on any contacts that they have had with Federal, California or Orange County Legislators.

RECOMMENDATION

Action to be determined by the Library Board of Trustees.

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees

FROM: Elizabeth D. Minter, Library Director ^{6/27}

SUBJECT: Preparation of Response to the Consultant for the Draft of the Facility Master Plan dated May 4, 2007.

DATE: May 29, 2007

BACKGROUND

The Board will finalize its recommendations and comments on the draft of the Facility Master Plan as discussed at the Library Board Work Session on May 20, 2007, and authorize their submission to Linda Demmers, Facility Master Plan Consultant.

The final plan document is scheduled to be presented at the June 18, 2007 Library Board Meeting for final adoption.

RECOMMENDATIONS

Action to be determined by the Library Board of Trustees.

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES






TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director ²⁰⁰⁷
SUBJECT: Development of Budget for Fiscal Year 2007-2008.
DATE: April 16, 2007

BACKGROUND

At its meeting on April 16, 2007 the Library Board of Trustees received revenue projections and list of items proposed for expenditures from the Library Managers.



Revenue Estimates

The proposed Revenue Budget for Fund 707 is Attachment A. The additional pages include some of the background calculations used to determine the estimates.

-  The taxes have been calculated at the percentages estimated by Megan Nguyen in the Property Tax Allocation Unit of the Orange County Auditor's Office.
-  Interest shows a significant increase based on Fiscal Year 2006-2007 actual.
-  State Library is estimated with an increase in Interlibrary Loan reimbursement and the Public Library Foundation Fund. Only a modest increase is anticipated in Literacy funding and no grants are anticipated.
-  The increase in Local Revenue is based on Fiscal Year 2006-2007 actual with a five percent (5%) increase.
-  The proposal to increase the check writing fee for Passport Services from \$2 to \$5 will be included in the Fines & Fees Schedule presented in June.

Expenditure Estimates

The proposed Expenditure Budget for Fund 707 is Attachment B. The COLA chart is also included.

-  The personnel calculations include the 3.8% COLA for all employees except the Library Director and Pages. 



The retirement calculation includes increasing the District's money purchase pension fund contribution from 7% to 8%. If approved, the implementation will take additional action from the Library Board at a later time. This simply sets the money aside for this purpose.



The personnel calculation includes 1.75 FTE staff increase as requested by the Managers:

Reducing the Development Director from 1.0 FTE to .75 FTE. (With the .25 FTE going to the new Volunteer Coordinator in Public Services.)

Creating a new .50 FTE Volunteer Coordinator position in Public Services.

Creating a new .50 FTE Librarian in Public Services to work in the Children's Department.

Creating a new .50 FTE Library Clerk I to work in Circulation and Passport Services.

Creating a new .50 FTE Library Clerk I to work in Technical Services as an evening computer/printer/photocopier troubleshooter.



The health insurance calculations include transferring all of the coverages to the Special District Risk Management Authority (SDRMA).



Item 1400 includes a \$3,000 increase for the Cleaning Service Contract to expand its duties.



Item 1900 includes \$4,000 for the services of Valerie Poole to continue her work with the Library Director and staff on a quarterly basis.



The book budget increased from \$225,818 to \$244,236 (increase of eight percent – ten percent of total budget).



The \$10,000 for the non-exempt wage survey was not included.



The employee option for vacation payout for any vacation hours over 180 not to exceed 240 will be addressed in the Policy Manual review and will have minimal budget impact.



Increasing the educational assistance maximum from \$2,500 to \$5,000 will be addressed in the Policy Manual Review and will have minimal budget impact.



The allocation of money from other funds for the purchase of RFID Tagging and self-check units was not addressed in the Fund 707 Budget.

Literacy Savings Account

The Literacy Savings Account is not a part of Fund 707 but expenditures need to be approved by the Board of Trustees a part of the budget process. It is subject to the Gann Limit.

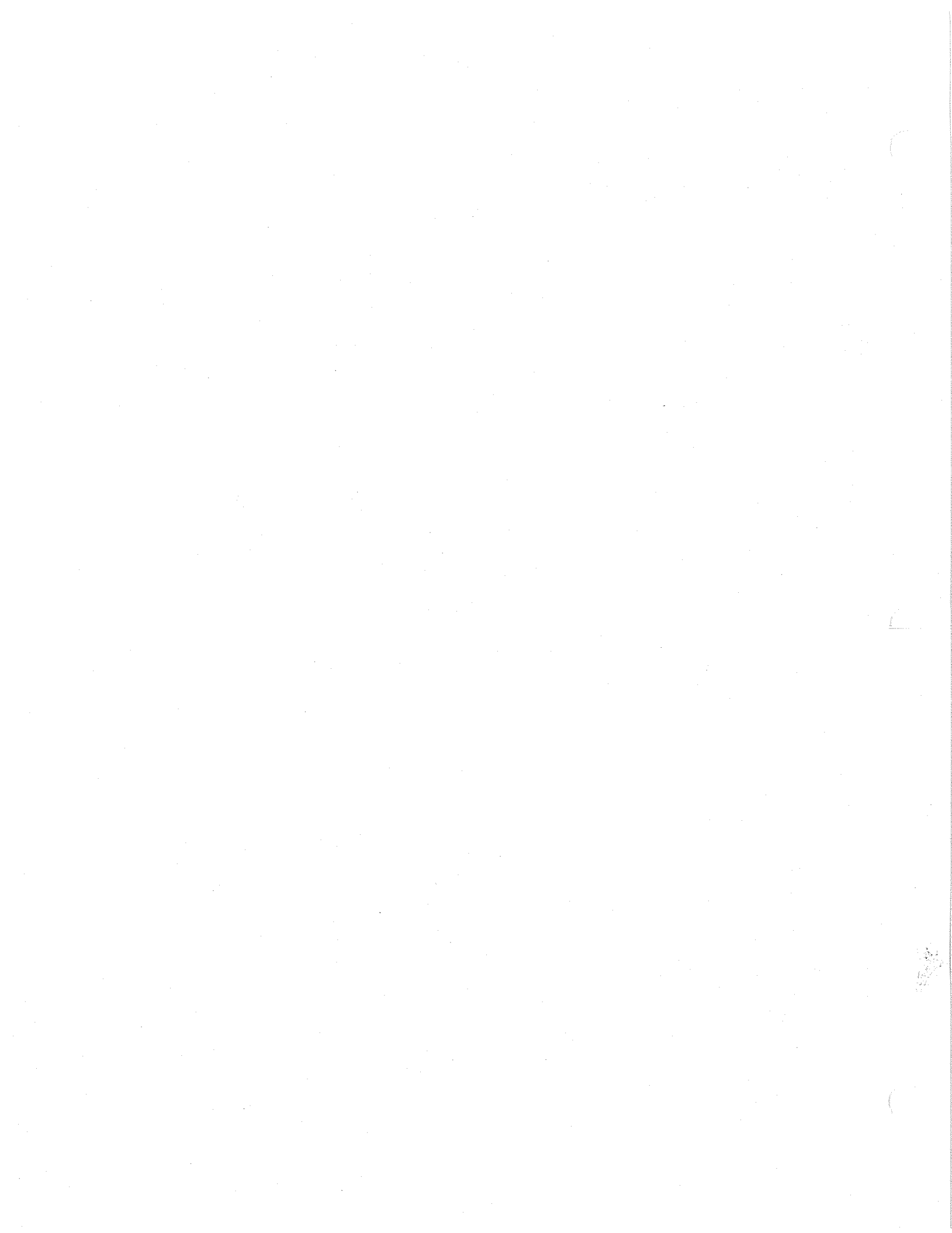
The Public Services Manager is recommending the purchase of two computer learning stations, one immediately and one later in the year. Since the product is on a special purchase deal right now the Library Director is recommending that both be purchased immediately at a cost of approximately \$5,500. Even though they are ordered in June the invoice will be received after the beginning of the fiscal year on July 1, 2007. The current balance in the Literacy Savings account is \$13,593.26.

RECOMMENDATIONS

1. Determine whether make any adjustments to the recommended Revenue and Expenditure Budgets.
2. Determine whether to recommend expenditures from Funds other than Fund 707 for RFID conversion and/or the purchase of self-check units.
3. Authorize the purchase of two Early Literacy Stations from the Literacy Savings Account at a cost not to exceed \$6,000.

*Denise
883 month
1800*





Placentia Library District
Proposed Revenue Budget for Fund 707 for Fiscal Year 2007-2008
May 29, 2007

Object Code	Category	FY2003-04 Actual	FY2004-2005 Actual	FY2005-2006 Actual	FY2006-2007 Adopted	FY2007-2008 Proposed
6210-00	Current Secured	1,163,387	1,280,570	1,402,237	1,561,688	1,665,302
6210-01	Public Utility	22,598	21,745	21,704	21,000	21,000
6210-04	Teeter Plan - Current Delinquent	14,296	12,766	15,295	15,000	18,000
	SUB-TOTAL CURRENT SECURED	1,200,281	1,315,081	1,439,236	1,597,688	1,704,302
6230	Prior Secured	16,612	0	16,232	15,000	17,000
	TOTAL SECURED	1,216,893	1,315,081	1,455,468	1,612,688	1,721,302
6220	Current Unsecured	60,783	62,315	63,058	58,000	67,582
6240	Prior Unsecured	719	984	977	750	750
	TOTAL UNSECURED	61,503	63,299	64,035	58,750	68,332
6690	HOMEOWNER	17,408	17,217	16,963	17,000	17,000
	TOTAL ESTIMATE PROVIDED BY ORANGE COUNTY AUDITOR	1,295,803	1,395,598	1,536,467	1,688,438	1,806,634
6250	SPECIAL DISTRICT AUGMENTATION	8,120	7,813	7,833	6,500	6,500
6260/6540	PENALTIES/DELINQUENCIES	0	0	0	0	0
6280	SUPPLEMENTAL - CURRENT	54,711	83,836	103,456	65,000	55,250
6300	SUPPLEMENTAL - PRIOR	1,567	2,035	1,745	1,400	1,400
6610	INTEREST	7,096	18,463	36,334	30,000	44,000
	TOTAL CATEGORIES NOT ESTIMATED BY ORANGE COUNTY AUDITOR	71,495	112,146	149,368	102,900	107,150
	TOTAL PROPERTY TAX REVENUE	1,367,298	1,507,744	1,685,835	1,791,338	1,913,784
6970	STATE LIBRARY & STATE	92,378	110,739	140,892	150,000	119,000
7130	BANKRUPTCY RECOVERY DISTRIBUTION	0	0	0	0	0
7615	TRANSFER FROM OTHER LIBRARY FUND:	0	0	0	0	0
7670	LOCAL REVENUE	232,373	251,823	250,034	240,000	350,000
7680	6 MO. EXPIRED (OUTLAW) CHECKS	10	0	120	0	0
	TOTAL REVENUE	1,692,060	1,870,306	2,076,881	2,181,338	2,382,784

Placentia Library District
 State Library Reimbursements and Grants
 May 29, 2007

FUND	Actual FY2002-03	Actual FY2003-04	Actual FY2004-05	Actual FY2005-06	Estimated FY2006-07	Estimated FY2007-08
ILL & Direct Loan Reimbursements	16,432	17,578	15,626	19,166	16,000	17,000
CA Foundation Funds	46,377	23,537	21,402	20,444	31,740	35,000
CA Literacy Campaign	24,725	51,194	59,191	51,732	54,384	57,000
Family Literacy Grant	12,060	0	0	0	0	0
Dept Educ. 321 Grant/ELLI	130,680	0	0	0	0	0
One-Year Grants/Partnerships for Change	5,745	0	14,520	38,887	0	0
Miscellaneous State Revenues (Mandated Claims)	0	6,968	70	10,663	11,873	10,000
TOTAL STATE REVENUE	236,019	99,277	110,809	140,892	113,997	119,000

Placentia Library District
State Library Transaction Based Reimbursements
May 29, 2007

	INTERLIBRARY LOAN	DIRECT LOAN	TOTAL
FY2002-2003			
1st quarter	3,904.95	0.00	3,904.95
2nd quarter	3,776.54	0.00	3,776.54
3rd quarter	4,555.78	0.00	4,555.78
4th quarter	4,161.78	0.00	4,161.78
5th payment	2,498.12	0.00	2,498.12
TOTAL	18,897.17	0.00	18,897.17

FY2003-2004			
1st quarter	4,161.78	0.00	4,161.78
2nd quarter	4,006.56	0.00	4,006.56
3rd quarter	3,393.79	0.00	3,393.79
4th quarter	3,717.52	0.00	3,717.52
5th payment	1,496.30	0.00	1,496.30
TOTAL	16,775.95	0.00	16,775.95

FY2004-2005			
1st quarter	3,348.41	0.00	3,348.41
2nd quarter	3,208.66	0.00	3,208.66
3rd quarter	3,854.31	0.00	3,854.31
4th quarter	3,910.21	0.00	3,910.21
5th payment	1,818.96	0.00	1,818.96
TOTAL	16,140.55	0.00	16,140.55

FY2005-2006			
1st quarter	2,829.42	0.00	2,829.42
2nd quarter	2,613.60	0.00	2,613.60
3rd quarter	2,465.10	0.00	2,465.10
4th quarter	4,232.85	0.00	4,232.85
5th payment	2,207.70	0.00	2,207.70
TOTAL	14,348.67	0.00	14,348.67

FY2006-2007			
1st quarter	3,661.05	0.00	3,661.05
2nd quarter	3,504.97	0.00	3,504.97
3rd quarter	3,823.91	0.00	3,823.91
4th quarter		0.00	0.00
5th payment		0.00	0.00
TOTAL	10,989.93	0.00	10,989.93

Placentia Library District
 Public Library Foundation Fund Grants from the State of California
 Fiscal Years 1996-1997 through 2006-2007 with Percentage Change

	1996-97	1997-98	1998-99	1999-00	2000-01	2001-02	2002-03	2003-04	2004-05	2005-06	2006-07	Estimate
Amount Received	\$28,082	\$28,313	\$59,146	\$88,459	\$88,826	\$77,328	\$46,377	\$23,537	\$21,402	\$21,090	\$31,740	\$35,000
Change from Previous Year		\$231	\$30,833	\$29,313	\$367	-\$11,498	-\$30,951	-\$22,840	-\$2,135	-\$312	\$10,650	\$3,260
% Change from Previous Year		0.8%	108.9%	49.6%	0.4%	-12.9%	-40.0%	-49.2%	-9.1%	-1.5%	50.5%	10.3%

Placentia Library District
 Local Revenue Estimate
 May 29, 2007

	Fines & Fees	Passport	Non-Govt. Grants	TOTAL
FY 2006-07 through Apr	59,323	176,819	12,500	248,642
May Rev Transfer	9,931	34,715	0	44,646
Estimated Jun Transfer	8,000	30,000	0	38,000
Estimated FY 2006-07 Total	77,254	241,534	12,500	331,288

Picentia Library District
 FY 2007-2008 Salary Worksheet for Exempt Personnel
 July 2007 - June 2008 Proposed

3.8%

NAME	POSITION	HIRED	STEP	MERIT INC. DATE	FTE	HRS/PER PERIOD	PRIOR PER/HR RATE	RATE CHANGE PER/HR	NEW RATE PER/HR	# OF PER.	AMOUNT PER	TOTAL SALARY 26 PER	SS/MEDI 7.65%	MEDICAL	DENTAL	VISION	LIFE INS	EAP	LTD	TOTAL COMP
MINTER, E	Library Director	08/19/91	NA	N.A.	1.000	80.0	50.34	3.8%	52.25	26.00	108,686.07	108,686.07	8,314.48	10,331.76	1,024.44	390.96	396.00	39.24	575.88	129,758.84
ROBERTS, J	Public Services Manager	01/01/00	10	NA	1.000	80.0	38.64	3.8%	40.11	26.00	83,425.31	83,425.31	6,382.04	13,455.36	1,547.04	625.80	396.00	39.24	442.08	106,312.86
NAPIER, V	Technical Services Manager	07/15/05	5	01/15/06	1.000	80.0	33.34	3.8%	34.61	14.00	38,759.75	73,656.48	4,108.41	10,331.76	1,024.44	390.96	396.00	39.24	381.36	90,328.65
GOODSON, W.	Administrative Services Manager Base plus 3% language	01/03/99 (08/27/04)	9 10	07/04/06 07/04/10	1.000	80.0	32.62	3.8%	33.86 0.00	26.00	70,427.88	70,427.88	5,387.73	10,331.76	1,024.44	390.96	396.00	39.24	391.80	88,389.82
TOTAL	FY 2007-2008				4.000						356,195.74	356,195.74	24,192.66	44,450.64	4,620.36	1,798.68	1,584.00	156.96	1,791.12	414,790.17

Exempt only
 Exempt only
 Exempt only

Tax Trans
 Salary Trans
 Total Trans

930.49
 12,930.61
 13,861.09

PLACENTIA LIBRARY DISTRICT
Proposed Expenditures Budget for Fund 707 for Fiscal Year 2007-2008
May 29, 2007

OBJECT CODE	DESCRIPTION	FY2003-2004 ACTUAL	FY2004-2005 ACTUAL	FY2005-2006 ACTUAL	FY2006-2007 ADOPTED	FY2006-2007 PROPOSED
0100-00	Salaries & Wages	680,870	788,699	896,272	1,040,934	1,171,038
0200-00	Retirement (Social Security & Pension Contribution)	84,612	104,529	116,518	144,588	182,808
0301-00	Unemployment Insurance	140	9,045	3,113	0	0
0306-00	Health Insurance	48,150	78,498	112,736	108,986	105,000
0308-00	Dental Insurance	8,319	7,893	11,058	8,786	13,500
0309-00	Life Insurance	2,127	2,013	1,497	2,948	1,000
0310-00	Accidental Death & Dismemberment Insurance	3,422	3,226	3,975	5,293	4,052
0319-00	Vision Insurance	2,291	2,578	2,983	2,913	3,800
	Total Employee Insurance	64,309	94,207	132,249	128,927	127,352
0350-00	Workers Compensation - General	9,683	16,713	10,028	8,500	8,000
	TOTAL SALARIES & EMPLOYEE BENEFITS	839,613	1,013,193	1,158,179	1,372,949	1,489,198
0700-00	Communications - Telephone	1,484	2,482	4,176	4,000	4,000
0700-01	Communications - Modem/Fax/TV/DSL	8,833	8,259	7,068	8,400	5,200
0700-02	Communications - Internet Access	0	0	0	0	3,800
0700-05	Communications - Cataloging Access	2,586	2,371	2,371	600	0
0700-07	Communications - ELLI Grant	0	0	0	0	0
0700-08	Communications - Adult Literacy	1,106	1,279	1,381	1,400	1,400
	Total Communications	14,009	14,390	14,995	14,400	14,400

PLACENTIA LIBRARY DISTRICT
Proposed Expenditures Budget for Fund 707 for Fiscal Year 2007-2008
May 29, 2007

OBJECT CODE	DESCRIPTION	FY2003-2004 ACTUAL	FY2004-2005 ACTUAL	FY2005-2006 ACTUAL	FY2006-2007 ADOPTED	FY2006-2007 PROPOSED
0900-00	Food - General Fund	488	696	663	600	500
0900-07	Food - ELLI Grant	0	0	0	0	0
0900-08	Food - Adult Literacy	297	457	949	500	4,500
0900-009	Food - Family Literacy	404	0	483	0	0
	Total Food	1,189	1,153	2,094	1,100	5,000
1000-00	Household Expense	2,600	6,148	16,816	7,500	15,000
1001-00	Trash	0	0	0	0	0
	Total Household Expense	2,600	6,148	16,816	7,500	15,000
1100-00	Insurance	11,120	11,002	12,282	13,100	13,750
1300-00	Maintenance of Equipment - General Fund (Other than Computer)	2,267	8,356	4,331	5,000	7,500
1300-01	Maintenance of Equipment - General Fund (Computer)	46,030	19,540	24,540	27,500	37,500
1300-07	Maintenance of Equipment - ELLI Grant	0	0	0	0	0
1300-08	Maintenance of Equipment - Adult Literacy	587	74	-335	500	500
1300-09	Maintenance of Equipment - Family Literacy/LSCA Grant	0	0	0	0	0
	Total Maintenance of Equipment	48,884	27,970	28,536	33,000	45,500
	HVAC	3,533	3,736	11,927	7,500	7,500
	Carpet Cleaning	523	2,200	0	2,750	2,750
	Groundskeeping, City of Placentia	26,025	26,140	22,833	27,500	16,000
	Plumbing	3,185	1,527	3,653	3,000	2,500
	Electrical	5,608	6,198	568	4,000	7,000
	Cleaning Service	13,200	15,200	15,800	16,000	18,000
	Locksmith	507	122	757	1,000	1,000
	Other (includes fire alarms & seismic retrofit project)	12,944	1,869	2,573	8,000	8,000
1400-00	Total Maintenance of Building & Grounds	65,524	56,991	58,110	69,750	62,750

PLACENTIA LIBRARY DISTRICT
Proposed Expenditures Budget for Fund 707 for Fiscal Year 2007-2008
May 29, 2007

OBJECT CODE	DESCRIPTION	FY2003-2004 ACTUAL	FY2004-2005 ACTUAL	FY2005-2006 ACTUAL	FY2006-2007 ADOPTED	FY2006-2007 PROPOSED
1600-00	Memberships - General Fund	3,742	3,760	3,518	4,000	4,000
1600-07	Memberships - ELLI Grant	0	0	0	0	0
1600-08	Memberships - Adult Literacy	200	910	300	1,000	1,000
1600-09	Memberships - Family Literacy	0	0	150	0	0
	Total Memberships	3,942	4,670	3,968	5,000	5,000
1700-00	Miscellaneous Expense - General Fund	4,992	300	0	0	0
1700-07	Miscellaneous Expense - ELLI Grant	0	0	0	0	0
1700-08	Miscellaneous Expense - Adult Literacy	0	0	0	22,953	0
1700-09	Miscellaneous Expense - Family Literacy	0	0	0	0	0
	Total Miscellaneous Expense	4,992	300	0	22,953	0
1800-00	Library Supplies	13,063	26,012	22,538	23,000	22,000
	Printing	12,071	13,616	10,465	15,000	14,000
	[Unassigned]	0	0	217	0	0
	Publications	589	692	948	1,100	1,100
	Paper	389	838	748	700	700
	Drinking Water Service	340	358	281	350	350
	Other Office Supplies	13,955	25,077	21,666	20,000	20,000
	Total Office Supply Expense - General Fund	40,405	66,592	56,862	60,150	58,150
1800-07	Literacy - ELLI Grant	256	0	0	0	0
	Printing	2,283	1,932	5,268	2,000	2,000
	Publications	2,346	195	0	2,500	2,500
	Paper	0	0	0	0	0
	Other Office Supplies	0	2,491	3,207	1,000	3,000
	Total Adult Literacy Office Supply Expense	4,629	4,618	8,475	5,500	7,500
1800-08	Family Literacy Supply Expense/LSCA Grant Expense	1,577	0	0	2,000	2,000
	Total Office Expense	46,867	71,210	65,337	67,650	67,650
1803-00	Postage Expense - General Fund	4,284	6,337	6,388	6,800	6,800
1803-01	Postage Expense - LSCA II Grant	0	0	0	0	0
1803-08	Postage Expense - Adult Literacy	37	9	0	100	100
1803-09	Postage Expense - Family Literacy/LSCA Grant	43	0	0	0	0
	Total Postage Expense	4,363	6,346	6,388	6,900	6,900

PLACENTIA LIBRARY DISTRICT
Proposed Expenditures Budget for Fund 707 for Fiscal Year 2007-2008
May 29, 2007

OBJECT CODE	DESCRIPTION	FY2003-2004 ACTUAL	FY2004-2005 ACTUAL	FY2005-2006 ACTUAL	FY2006-2007 ADOPTED	FY2006-2007 PROPOSED
	Care Resources (Employee Assistance)	385	385	385	420	1,200
	Pension Fund Operating & Investment Mgmt. Expenses	6,672	7,615	6,449	7,000	11,000
	Anaheim Library Automated Library System	32,223	33,801	30,431	35,000	32,000
	Library Board Consultants & Legal	23,014	3,884	9,261	10,000	10,000
	Clipping Service	556	378	450	600	600
	Tax Collection Services & Fees by Orange County & LAFCO	7,722	9,172	1,033	9,800	10,000
	Advertising (including WEB site)	1,980	3,448	4,199	6,000	5,000
	Medical Exams	827	1,120	2,121	2,000	2,000
	Collection Services - Accounts Receivable	2,457	1,760	1,522	2,000	2,000
	Audit & Accounting Services	5,691	9,200	9,140	10,000	10,000
	Payroll Preparation	3,564	4,310	5,071	5,500	5,500
	Election Expenses	0	17,754	0	19,000	0
	Staff Training in Library	0	375	0	3,500	4,000
	Other (Includes contract storyteller)	13,534	14,900	30,001	16,000	14,000
1900-00	Total Specialized Services - General Fund	98,625	108,102	100,063	126,820	107,300
1900-01	Specialized Services - Partnerships for Change/Spanish Literacy	3,206	3,096	3,084	3,000	5,000
1900-07	Specialized Services - ELLI Grant	0	0	0	0	0
1900-08	Specialized Services - Adult Literacy	4,425	10,948	12,106	9,000	14,000
1900-09	Specialized Services - Family Literacy/LSCA Grant	1,150	0	0	0	0
1900-18	Tax Collection Services & Fees by Orange County	13,768	13,697	11,717	15,000	9,000
	Total Specialized Services	121,174	135,842	126,970	153,820	135,300
1912-00	Investment Administrative fees for Orange County		674	726	1,000	3,000
2000-00	Legal Notices - General Fund	192	2,576	0	1,000	1,000
2000-01	Legal Notices - Grants	0	0	0	0	0
	Total Legal Notices	192	2,576	0	1,000	1,000
2100-00	Rents/Leases-Equipment	703	628	639	31,700	1,800
2200-00	Semi-Annual Bond Payment, Energy Loan & Civic Center Loan	101,660	97,955	86,917	105,000	110,300

PLACENTIA LIBRARY DISTRICT
Proposed Expenditures Budget for Fund 707 for Fiscal Year 2007-2008
May 29, 2007

OBJECT CODE	DESCRIPTION	FY2003-2004 ACTUAL	FY2004-2005 ACTUAL	FY2005-2006 ACTUAL	FY2006-2007 ADOPTED	FY2006-2007 PROPOSED
2300-00	Small Tools/Instruments	0	0	0	0	0
2400-00	Special Department Expense - Miscellaneous	0	1,010	26	0	0
2400-01	Special Department Expense- Books	67,404	94,583	99,053	223,816	242,236
2400-02	Special Department Expense - Video	4,598	18,710	2,365		
2400-03	Special Department Expense - Electronic	47,245	51,965	15,113		
2400-04	Special Department Expense - Periodicals	8,197	8,625	8,961		
2400-05	Special Department Expense - Audio	12,282	11,406	15,845		
2400-07	Special Department Expense - ELLI Grant	816	0	0		
2400-08	Special Department Expense - Adult Literacy	2,531	4,720	9,376	2,000	2,000
2400-09	Special Department Expense - Family Literacy	2,941	352	0		
	Total Special Department Expense	146,014	191,372	150,740	225,816	244,236
2600-00	Transportation/Travel - Local Milage	0	0	0	0	2,500
2700-00	Transportation/Travel - Meetings, Staff Out of Town	4,287	2,394	3,703	8,500	10,500
2700-01	Transportation/Travel - Meetings, Staff Local	3,873	6,130	20,439	10,000	7,500
2700-02	Transportation/Travel - Meetings, Board Out of Town	269	1,119	380	3,000	3,000
2700-03	Transportation/Travel - Meetings, Board Local	1,747	492	1,169	750	1,500
2700-04	Transportation/Travel - Meetings, LSCA II Grant	0	0	0	0	0
2700-07	Transportation/Travel - Meetings, ELLI Grant	22	17	0	0	0
2700-08	Transportation/Travel - Meetings - Adult Literacy	35	408	688	1,000	1,000
2700-09	Transportation/Travel - Meetings - Family Literacy	58	25	0	0	0
	Total Transportation/Travel - Meetings	10,291	10,586	26,379	23,250	23,500
2801-00	Electricity	44,154	45,014	40,301	50,000	65,000
2802-00	Gas	3,638	8,918	10,782	11,000	9,000
2803-00	Water	3,706	3,170	4,528	5,500	6,000
	Total Utilities	51,498	57,101	55,612	66,500	80,000
	TOTAL SUPPLIES & SERVICES	635,022	696,915	656,509	849,439	837,586

PLACENTIA LIBRARY DISTRICT
Proposed Expenditures Budget for Fund 707 for Fiscal Year 2007-2008
May 29, 2007

OBJECT CODE	DESCRIPTION	FY2003-2004 ACTUAL	FY2004-2005 ACTUAL	FY2005-2006 ACTUAL	FY2006-2007 ADOPTED	FY2006-2007 PROPOSED
3700-00	Taxes, Assessments (Sales Tax & Sewer Assessment)	5,726	6,107	8,894	10,000	6,000
4000-00	Equipment	23,041	21,676	17,893	56,700	50,000
4000-07	Equipment - ELLI Grant	0	0	0	0	0
4000-08	Equipment - CLC Grant	0	0	4,548	0	0
4000-09	Equipment - Gates Foundation Grant	0	0	0	0	0
4000-11	Equipment	0	0	0	0	0
	Total Equipment	23,041	21,676	22,440	56,700	50,000
4200-00	Structures/Improvements	0	0			
	TOTAL EQUIPMENT EXPENSE	23,041	21,676	22,440	56,700	50,000
4700-00	Payment to Refunded Debt Escrow Ags			1,499		
4807	OPERATING TRANSFER TO ANOTHER DISTRICT FUND	0	0	0	0	0
5600	INVESTMENT POOL LOSS	0	0	0	0	0
	TOTAL EXPENSES	1,503,402	1,737,891	1,847,522	2,239,088	2,382,784
	ELLI Grant Summary Object Code 07		17	0	0	0
	CLC Summary Object Code 08	1,094	23,422	37,487	43,953	32,000
	FFL Grant Summary Object Code 09	13,846	377	633	2,000	2,000
	Partnerships for Change Grant/Spanish Literacy	6,171	3,096	3,084	3,000	5,000
	TOTAL LITERACY (Excluding Personnel)	14,940	23,817	38,120	45,953	34,000
	Revenues	1,692,060	1,951,785	2,080,449	2,181,388	2,382,784
	Balance	188,658	213,894	232,927	-57,700	0



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Consumer Price Index - All Urban Consumers

Series Id: CUURA421SA0, CUUSA421SA0
Not Seasonally Adjusted
Area: Los Angeles-Riverside-Orange County, CA
Item: All items
Base Period: 1982-84=100

Year	Mar
1997	159.8
1998	161.4
1999	165.0
2000	170.7
2001	176.2
2002	181.1
2003	188.2
2004	191.5
2005	199.2
2006	208.5
2007	216.500

12 Months Percent Change

Series Id: CUURA421SA0, CUUSA421SA0
Not Seasonally Adjusted
Area: Los Angeles-Riverside-Orange County, CA
Item: All items

Base Period: 1982-84=100

Year	Mar
1997	1.6
1998	1.0
1999	2.2
2000	3.5
2001	3.2
2002	2.8
2003	3.9
2004	1.8
2005	4.0
2006	4.7
2007	3.8

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**REVISED BUDGET ESTIMATE FOR PHASE 2
OF E. MINTER'S PERFORMANCE IMPROVEMENT PLAN**

Based on the proposed follow-up meetings with employees to gain feedback on the questions presented in the 5/1/07 report, the budget estimate for Valerie Poole's participation in these meetings is as follows:

Per Quarter	Seven (7) employee groups x 1.0 hours @ \$85.00/hour	\$ 595.00
	One (1) meeting with E. Minter & Managers – 1.5 hours @ \$85.00/hour	\$ 127.50
	Feedback Report – 2 hours @ \$85.00/hour	\$ 170.00
	Total per quarter	\$ 892.50
Annual Budget	4 x \$892.50	\$3,570.00

Valerie J. Poole
HR Consultant
5/9/07

**INTEROFFICE MEMO
PLACENTIA LIBRARY DISTRICT**

To: Elizabeth Minter, Library Director

From: Jim Roberts, Public Services Manager/Literacy Coordinator 

Date: May 23, 2007

Subject: Budget for Early Literacy Station

The Early Literacy Station is a computerized, one-to-one learning station for children ages 2-8. It immerses children in the English language while also creating a friendly, familiar learning experience.

At last count, there were 19 libraries in California (including Anaheim) using the Early Literacy Station.

In cooperation with CALIFA, AWE, the company offering the station, has reduced the price of the Early Literacy Station by 15% until June 22.

Regular price:	\$3,200
Discount price:	\$2,432
2 year extended warranty (5 years)	300
Total:	\$2,732

Recommendation: Purchase one Early Literacy Station with extended warranty, \$2,732 prior to June 22 using the Literacy gift account, and budget another station at \$3,600 for next fiscal year.

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees

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

SUBJECT: Review the Special District Risk Management Authority's (SDRMA) proposal for dental, vision, life insurance, long term disability, and employee assistance coverage for staff, determine whether to transfer coverage to that program effective July 1, 2007, select which options of the program to provide, and authorize the changes through Resolution 07-07.

DATE: May 29, 2007

BACKGROUND:

At its meeting on May 9, 2006 the Library Board of Trustees transferred its medical insurance coverage to the Special District Risk Management Authority (SDRMA). During the first ten months of Fiscal Year 2006-2007 the savings to the District from this action was \$13,244.81 (see Agenda Item 14, page 5 of 10).

At that time SDRMA reported that it would be expanding the program to include additional types of health insurance. SDRMA recently announced that these programs are to be available effective July 1, 2007. They are described in Attachment A.

By participating in the SDRMA program the District is eligible to participate in a larger purchasing pool and select significantly higher benefits at a modest increase in premium. The District also gains a savings from having only one invoice to process each month instead of the six presently being processed.

The details of the programs being recommended by District staff are explained in Attachment A.

The cost analysis is contained in the following table.

Type Coverage	Current Vendor	Current Rate Cost/Month	# Employees Currently Enrolled	Proposed SDRMA Vendor	Proposed New Cost/Month	Annual Fiscal Impact
Dental	Ameritas/50%	\$32.50	18	Delta Dental/80%	\$50.80	+ \$3,952.80
Vision	VSP	\$11.82	18	VSP	\$16.55	+ \$1,021.68
Life & ADD (Life coverage)	Assurant	\$13.50 (\$50,000)	15	ING	\$3.30 (\$100,000)	- \$1,836.00
Long Term Disability	Hartford	\$.55 per \$100	15	ING	\$.55 per \$100	-0-
Emp. Assistance	Care Resources	\$35.00 for all employees	All full time & part time	MHN	\$3.27 per member	+ \$ 168.60
Total Impact						+ \$3,307.08

In order for these changes to take effect on July 1, 2007 the District will need to provide the current vendors with thirty (30) days of notice of its intent to cancel their policies.

The Ancillary Coverages Entity Enrollment Form as submitted to SDRMA by the Library Director to determine the District's eligibility for underwriting is Attachment B. There is nothing binding for Placentia Library District in this document, it formalizes the District's eligibility to apply for the coverages.

Placentia Library District Resolution 07-07 is Attachment C. This document makes the application to SDRMA official and obligates the District to a three (3) year participation in the programs.

The Memorandum of Understanding between Placentia Library District and SDRMA is Attachment D. This is the governing document for the ancillary coverages program.

RECOMMENDATIONS:

1. Ratify the submission of the Entity Enrollment Form to the Special District Risk Management Authority.
2. Affirm the selection of the Delta Dental High Plan; the Vision Service Plan Option 5, Plan C; the ING Basic Life and AD&D with 10+ Lives; the ING Long Term Disability with 10+ Lives with Option 1 – 90 Days; the MHN Employee Assistance Program; that Eligible full-time benefit employees are those who work at least 30 hours per week and that part-time benefit eligible employees work at least 20 hours per week; and that the Eligibility Date is the first day of the month following the first full month of employment.
3. Read Resolution 07-07 by Title only: A Resolution of the Board of Trustees of the Placentia Library District of Orange County Approving the Form of and Authorizing the Execution of a Memorandum of Understanding and Authorizing the Participation in the Special District Risk Management Authority's Health Benefits Ancillary Coverages.
4. Adopt Resolution 07-07 by Roll Call Vote.
5. Authorize the Library Board President to sign the Memorandum of Understanding for the Small Group Health Benefits Ancillary Coverages Program.
6. Authorize the Library Director to cancel the existing policies with Ameritas, Vision Service Plan, Assurant, Hartford and Care Resources.



Special District Risk
Management Authority

Health Benefits Program

Ancillary Coverage Options Summary

3 Incredibly Simple Things You Should Know
About Our New Expanded Health Benefits Program

**We Have A Flexible Health Benefits Program, With
New Ancillary Benefits – That Simply Offers More:**

1. Full Circle Coverage: A complete program with the flexibility to be customized for the demanding and unique needs of our Members
2. Easy Switch: Enrollment is just a few simple steps
3. Better Rates: Solid savings up to 20% over previous coverage

New Ancillary Coverage Options:

We offer you a wide variety of options:

- Base Coverage: Dental and Vision
- Add-ons: Life, Long-term Disability, and Employee Assistance Program

Valued-Added Program Features:

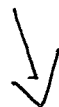
- Ease of Enrollment
- Pooled Renewal Rating to Ensure More Predictable Rates
- Responsive Human Resource Assistance
- COBRA Administration Assistance
- Consolidated Billing Through SDRMA

SDRMA Ancillary Coverage Options Summary

Delta Dental PPO Options

Dental Benefits	Low Plan	
	In-Network	Out-of-Network*
Calendar Year Maximum	\$1,000	\$750
	(Per patient per calendar year)	
Calendar Year Deductible Individual / Family	\$50/\$150 (Waived for Preventive)	
Age Limitations	Children to Age 19 Full-time Students to Age 25	
Diagnostic and Preventive	100%	100%
Oral Exam		
X-Rays		
Teeth Cleaning		
Fluoride Treatment		
Space Maintainers		
Bitewings		
Sealants		
Basic Services	80%	80%
Amalgam/Composite Fillings		
Periodontics (Gum disease)		
Endodontics (Root Canal)		
Extractions & Other Oral Surgery		
Major Services	50%	50%
Crown Repair		
Restorative - Inlays and Crowns		
Prosthodontics		
Complex Oral Surgery		
Orthodontics	Not Covered	
Eligible for Benefit		
Lifetime Maximum		
(Employer Contributes 51-100% of dependent cost):		
Rates	SDRMA Member	Non-Member
Employee Only	\$31.13	\$31.87
Employee + 1 Dependent	\$53.56	\$54.84
Employee + 2 or More Dependents	\$85.63	\$87.67
(Employer Contributes 0-50% of dependent cost):		
Rates	SDRMA Member	Non-Member
Employee Only	\$31.13	\$31.87
Employee + 1 Dependent	\$56.93	\$58.29
Employee + 2 or More Dependents	\$93.82	\$96.05

*SDRMA must contribute a minimum of 50% of the cost for active employees and Entities must have at least 75% of eligible employees enrolled to participate



Medium Plan	
In-Network	Out-of-Network*

\$1,500	\$1,250
---------	---------

(Per patient per calendar year)

\$50/\$150
(Waived for Preventive)

Children to Age 19
Full-time Students to Age 25

100%	100%
------	------

80%	80%
-----	-----

60%	60%
-----	-----

50%	50%
-----	-----

Child & Adult
\$500

SDRMA Member	Non-Member
\$41.62	\$42.61
\$70.59	\$72.27
\$109.77	\$112.38

SDRMA Member	Non-Member
\$41.62	\$42.61
\$74.93	\$76.71
\$119.99	\$122.85

High Plan	
In-Network	Out-of-Network*

\$2,000	\$1,500
---------	---------

(Per patient per calendar year)

\$50/\$150
(Waived for Preventive)

Children to Age 19
Full-time Students to Age 25

100%	100%
------	------

80%	80%
-----	-----

80%	80%
-----	-----

50%	50%
-----	-----

Child & Adult
\$1,000

SDRMA Member	Non-Member
\$50.80	\$52.01
\$85.37	\$87.40
\$128.92	\$131.99

SDRMA Member	Non-Member
\$50.80	\$52.01
\$90.56	\$92.72
\$140.66	\$144.01



SDRMA Ancillary Coverage Options Summary

VSP Vision Options

Vision Benefits	Option 1- Plan A		Option 2- Plan B	
	In-Network	Non-Network	In-Network	Non-Network
Exam	Copay \$25	Plan pays up to: \$45	Copay \$25	Plan pays up to: \$45
Lenses				
Single	\$25	\$45	\$25	\$45
Bifocal	\$25	\$65	\$25	\$65
Trifocal	\$25	\$85	\$25	\$85
Frames	\$120 Allowance	\$47	\$120 Allowance	\$47
Contact Lenses - Elective	\$105 Allowance	\$105	\$105 Allowance	\$105
Contact Lenses -Medically Necessary	No Copay	\$105	No Copay	\$105
Frequency of Services				
Eye Examination	12 months		12 months	
Lenses	24 months		12 months	
Frames	24 months		24 months	
Contact Lenses ¹	24 months		12 months	
Rates	SDRMA Member	Non-Member	SDRMA Member	Non-Member
Employee Only	\$6.35	\$6.50	\$7.34	\$7.51
Employee + 1 Dependent	\$12.19	\$12.48	\$14.15	\$14.49
Employee + 2 or More Dependents	\$19.31	\$19.77	\$22.47	\$23.01

¹Contact lenses are in lieu of spectacle lenses and frames

Note: This summary is for informational purposes only. It does not amend, extend, or alter the current policy in any way. In the event information in this summary differs from



Option 3- Plan B	
In-Network	Non-Network
Copay	Plan pays up to:
\$15	\$45
\$15	\$45
\$15	\$65
\$15	\$85
\$120 Allowance	\$47
\$105 Allowance	\$105
No Copay	\$105

Option 4- Plan C	
In-Network	Non-Network
Copay	Plan pays up to:
\$25	\$45
\$25	\$45
\$25	\$65
\$25	\$85
\$120 Allowance	\$47
\$105 Allowance	\$105
No Copay	\$105

Option 5- Plan C	
In-Network	Non-Network
Copay	Plan pays up to:
\$0	\$45
\$0	\$45
\$0	\$65
\$0	\$85
\$120 Allowance	\$47
\$105 Allowance	\$105
No Copay	\$105

12 months
12 months
24 months
12 months

12 months
12 months
12 months
12 months

12 months
12 months
12 months
12 months

SDRMA Member	Non-Member
\$7.65	\$7.84
\$14.78	\$15.14
\$23.49	\$24.05

SDRMA Member	Non-Member
\$10.49	\$10.74
\$20.44	\$20.93
\$32.59	\$33.37

SDRMA Member	Non-Member
\$16.55	\$16.94
\$32.58	\$33.36
\$52.15	\$53.40

SDRMA Ancillary Coverage Options Summary

ING Basic Life and AD&D



For Groups with 10+ lives
Basic Life and AD&D Benefits

For Groups with less than 10 lives
Basic Life and AD&D Benefits

Eligibility: All Eligible Employees working at least 24 hrs/ wk

Eligibility: All Eligible Employees working at least 24 hrs/ wk

Life Benefits: Groups may elect a flat amount of: \$10,000-\$100,000 in \$10,000 increments

Life Benefits: Groups may elect a flat amount of: \$10,000-\$100,000 in \$10,000 increments

AD&D Benefits:

Same as Life
\$100,000

AD&D Benefits:

Same as Life

Guaranteed Issue Amount

Guaranteed Issue Amount

\$100,000

Benefit Reduction Formula	Age	% of Original Benefit
	65	65%
	70	50%

Benefit Reduction Formula	Age	% of Original Benefit
	65	65%
	70	50%

Accelerated Death Benefit 50% of Life Benefits if less than 6 Month Life Expectancy

Accelerated Death Benefit 50% of Life Benefits if less than 6 Month Life Expectancy

Waiver of Premium Included

Waiver of Premium Included

Seat Belt Benefit (AD&D) Included

Seat Belt Benefit (AD&D) Included

Rate	SDRMA Member	Non-Member
	\$0.33	\$0.34
	\$ 3.30 / month	

	SDRMA Member	Non-Member
Basic Life Rate per \$1,000: Under Age 30	\$0.25	\$0.25
Basic Life Rate per \$1,000: Age 30-39	\$0.32	\$0.33
Basic Life Rate per \$1,000: Age 40-49	\$0.45	\$0.46
Basic Life Rate per \$1,000: Over Age 49	\$0.61	\$0.63

SDRMA Ancillary Coverage Options Summary

MHN Employee Assistance Program Options

Employee Assistance Program

Number of Sessions	3 Sessions per incident per family member				
Frequency	No limit in frequency or time of telephone Counseling/Consultation Sessions				
Employee Services	Telephonic Counseling & Referral for Counselling Sessions				
Work Life	Life Management Services				
Legal	Legal Referral Service - Up to 30 minutes/session & 25% rate reduction off hourly fee				
Dependent Care	Child & Elder Care Referral Service				
Financial	Financial Consultations to include Pre-retirement and tax consultations				
Education Referrals	Education and Schooling Referrals				
Concierge	Concierge Services				
Employer Services					
Brown Bag Seminars	5 hours/year/member group				
CISD - Critical Incident Stress Debriefing	20 hours per incident/member group				
Management Consultations	Unlimited				
Management Training	Unlimited				
On-site Orientation	No Limits				
Reports	Quarterly Utilization reports				
Newsletter and Collateral Materials	Yes, No Charge				
Internet Service	http://www.mhn.com				
Rates					
EAP Rate (PEPM)	<table border="0" style="margin-left: auto; margin-right: auto;"> <tr> <td style="border: 1px solid black; padding: 5px; text-align: center;"> SDRMA Member \$3.27 </td> <td style="padding: 0 20px;">Non-Member</td> </tr> <tr> <td></td> <td style="text-align: center;">\$3.34</td> </tr> </table>	SDRMA Member \$3.27	Non-Member		\$3.34
SDRMA Member \$3.27	Non-Member				
	\$3.34				

Ancillary Coverage Eligibility Requirements

1. Entities must be a public agency formed under California Government Code.
 2. Entities must have a minimum of two (2) active full time employees to join. An active full time employee is an employee who is eligible for enrollment in employee sponsored benefits paid for by your Entity. Part time employees may be considered active employees only if they are currently part of the benefit eligible population and work a minimum of twenty (20) hours weekly.
 3. Entities' public officials (board members, etc) may participate in the program if their own Entities' formation documents, government code and policies allow it and the Entity meets the contribution requirement in item 4 below. Participation for public officials is limited to the term of their office.
 4. Entities must contribute a minimum of 50% of the cost for active employees. Entities are not required to provide ancillary coverages for public officials. Under this program, ancillary coverages for public officials are available; however, Entities are required to contribute 50% of the cost of the public official monthly premium if they choose to provide them ancillary coverages.
 5. Entities must have at least 75% of eligible employees enrolled in order for the Entity to participate (and public officials if they are covered). Public Officials may not be covered unless active employees are covered.
 6. Ancillary coverage premiums are based on a full month. Ancillary coverage will begin the first day of the month following notification of enrollment. There are no partial months or prorated premiums. Each Entity can establish the waiting period for ancillary coverages to become effective.
 7. The maximum dependent child age is 19. If the dependent is a full time student, they may be covered until age 25. Proof of student enrollment may be required. Once a dependent child is married, they are no longer covered. Disabled dependent children are not subject to the dependent age restrictions.
 8. Each prospective new Entity must complete and submit the SDRMA Interest Form. Each entity is subject to underwriting review and may or may not be accepted for coverage. The underwriting process may take up to two (2) weeks for completion.
 9. Entities are required to agree to a commitment to remain in the program for a period of at least three (3) years.
 10. Entities' Governing Body must approve a Resolution authorizing participation in Special District Risk Management Authority's Ancillary Coverages Program and execute the Memorandum of Understanding (MOU).
 11. Once an Entity is approved by the underwriter and has submitted all required documentation to join the program, the participants should receive their ancillary coverage identification cards within three (3) weeks.
-

Ancillary Coverages Entity Enrollment Form

ENTITY INFORMATION – The Entity applicant certifies the following information:

Entity's Legal Name: PLACENTIA LIBRARY DISTRICT			
Street Address: 411 E CHAPMAN AVE	City: PLACENTIA	State: CA	Zip: 92870
County: ORANGE			
Contact Name: WENDY GOODSON	Title: ADMINISTRATOR	Phone Number: 714 5288 1925	Fax Number: 714 5288 2336
Email: administration@placentia.library.org			
Form of Organization: <input checked="" type="checkbox"/> Government Entity (non-schools) <input type="checkbox"/> School (non-JPA) <input type="checkbox"/> JPA <input type="checkbox"/> Other			

COVERAGE(S) REQUESTED AND CONTRIBUTIONS The Entity selects the following coverages to be available for the employees and will contribute the following percentage of the subscription charge/premium on behalf of its employees for the coverage(s) requested below:

Base Package (Required)		Optional Coverages Available (Mandatory that these coverages are paid by the Employer)		
<input checked="" type="checkbox"/> Delta Dental Entity contributes the following % toward premium cost: Employee <u>100</u> % Dependent <u>0</u> % Select One Plan Below: <input type="checkbox"/> Low Plan <input type="checkbox"/> Medium Plan <input checked="" type="checkbox"/> High Plan	<input checked="" type="checkbox"/> Vision Service Plan Entity contributes the following % toward premium cost: Employee <u>100</u> % Dependent <u>0</u> % Select One Plan Below: <input type="checkbox"/> Option 1 Plan A <input type="checkbox"/> Option 2 Plan B <input type="checkbox"/> Option 3 Plan B <input type="checkbox"/> Option 4 Plan C <input checked="" type="checkbox"/> Option 5 Plan C	<input checked="" type="checkbox"/> ING Basic Life and AD&D Select One Plan Below: <input checked="" type="checkbox"/> 10+ Lives <input type="checkbox"/> Less than 10 Lives Please list life insurance amount on Participant Enrollment Form The life insurance amount must be the same for all employees in that class or bargaining unit	<input checked="" type="checkbox"/> ING LTD Long Term Disability Select One Plan Below: <input checked="" type="checkbox"/> 10+ Lives <input type="checkbox"/> Less than 10 Lives Please list annual salary on Participant Enrollment Form Select One Option Below: <input checked="" type="checkbox"/> Option 1 – 90 days <input type="checkbox"/> Option 2 – 180 days	<input checked="" type="checkbox"/> MHN Employee Assistance Program

EMPLOYEE ELIGIBILITY

Eligible employees are: Active full-time benefit eligible employees who work at least 30 hours per week
 Part-time benefit eligible employees working at least 20 hours per week

Total number of employees: 27 Total number of employees ineligible: 10
 Total number of active full-time eligible enrolling employees: 15 Total number of part-time or temporary employees: 12

PROBATIONARY PERIOD/ELIGIBILITY DATE:

Eligibility Date is always on the FIRST DAY of the month following waiting period unless otherwise specified.

The waiting period for new employees: one month ~~two months~~ three months Other _____
 Other than FIRST DAY of month: Eligible on _____ day from _____ date of hire or Other _____

Rev. 05/07)

PUBLIC OFFICIALS/GOVERNING BODY

For Public Officials/Governing Body members to be covered under SDRMA Ancillary Coverages the Public Officials/Governing Body members must currently be covered through the Entity's existing ancillary coverages.

Check here If you intend to continue providing ancillary coverages to your Public Officials/Governing Body members through SDRMA Ancillary Coverages.

Total number of public officials: _____
Total number of enrolling public officials: _____

DOMESTIC PARTNERS

Standard coverage for the domestic partner of an employee or subscriber to the same extent, and subject to the same terms and conditions, as provided to a dependent of the employee or subscriber. Coverage of the employee's/subscriber's domestic partner requires submission of a certified copy of a Declaration of Domestic Partnership, or similar form, filed with the State of California or another governing jurisdiction. Both domestic partners must be at least 18 years of age. Coverage is extended to the children of the domestic partner. There are no COBRA continuation rights for the domestic partner or the domestic partner's children.

CURRENT CARRIER(S):

Is this plan intended to replace any existing group coverage? YES NO

If YES, name of group carrier(s): AMERITAS, HARTFORD, VSP, ASSURANT, CARE RESOURCES

Current group carrier proposed termination date: JUNE 30, 2007

GENERAL AGREEMENT AND SIGNATURE

Effective date requested: 7-1-07 (Actual date will be assigned by SDRMA if application is accepted)
Application is hereby made to SDRMA or the appropriate affiliated company for a Group Benefit Agreement/Group Policy providing coverage identified above. If this application is accepted, an Agreement/Policy will be issued which will set forth the terms, benefits and conditions of the relationship between the Entity and SDRMA. This application will become part of that Agreement/Policy.

Upon acceptance of the application, the Entity will inform all persons who are eligible for coverage that they may apply for SDRMA coverage under the Agreement/ Policy.

I understand and agree to all of the above.

Date: 5-22-07

By: *E. Minter*
(Authorized Signature)

Name and Title: ELIZABETH DMINTER, LIBRARY DIRECTOR
(Print Name and Title of Authorized Signer)

FOR SDRMA USE ONLY

Application is: Accepted Declined Case No. _____

Effective: _____ Underwriter: _____ Date: _____

Date: _____ By: _____
(Signature)

RESOLUTION NO. 07-07

A RESOLUTION OF
THE PLACENTIA LIBRARY DISTRICT OF ORANGE COUNTY APPROVING THE FORM OF AND AUTHORIZING
THE EXECUTION OF A MEMORANDUM OF
UNDERSTANDING AND AUTHORIZING PARTICIPATION IN THE
SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY'S HEALTH BENEFITS ANCILLARY COVERAGES

WHEREAS, Placentia Library District, a public agency duly organized and existing under and by virtue of the laws of the State of California (the "Entity"), has determined that it is in the best interest and to the advantage of the Entity to participate in the medical benefits program offered by the Special District Risk Management Authority (the "Authority"); and the Entity understands a condition of participation in the Health Benefits Ancillary Coverages is a minimum of 3 full years; and

WHEREAS, Special District Risk Management Authority was formed in 1986 in accordance with the provisions of California Government Code 6500 et seq., for the purpose of providing risk financing and risk management programs; and other coverage protection programs; and

WHEREAS, participation in Special District Risk Management Authority programs requires the Entity to execute and enter into a Memorandum of Understanding (the "MOU"); which states the purpose and participation requirements for the medical benefits program; and

WHEREAS, all acts, conditions and things required by the laws of the State of California to exist, to have happened and to have been performed precedent to and in connection with the consummation of the transactions authorized hereby do exist, have happened and have been performed in regular and due time, form and manner as required by law, and the Entity is now duly authorized and empowered, pursuant to each and every requirement of law, to consummate such transactions for the purpose, in the manner and upon the terms herein provided.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE ENTITY AS FOLLOWS:

Section 1. Findings. The Entity's Governing Body hereby specifically finds and determines that the actions authorized hereby relate to the public affairs of the Entity.

Section 2. Memorandum of Understanding. The Memorandum of Understanding, to be executed and entered into by and between the Entity and the Special District Risk Management Authority, in the form presented at this meeting and on file with the Entity's Secretary, is hereby approved. The Entity's Governing Body and/or Authorized Officers ("The Authorized Officers") are hereby authorized and directed, for and in the name and on behalf of the Entity, to execute and deliver to the Authority the Memorandum of Understanding.

Section 3. Program Participation. The Entity's Governing Body approves participating for a minimum of three full years in Special District Risk Management Authority Health Benefits Ancillary Coverages.

Section 4. Other Actions. The Authorized Officers of the Entity are each hereby authorized and directed to execute and deliver any and all documents which is necessary in order to consummate the transactions authorized hereby and all such actions heretofore taken by such officers are hereby ratified, confirmed and approved.

Section 5. Effective Date. This resolution shall take effect immediately upon its passage.

PASSED AND ADOPTED this twenty-ninth day of May 2007 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Jean Turner, Secretary
Board of Trustees of the Placentia Library District





MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (hereafter "MEMORANDUM") is entered into by and between the Special District Risk Management Authority (hereafter "SDRMA") and the participating public entity (hereafter "ENTITY") who is signatory to this MEMORANDUM.

Recitals

WHEREAS, on August 1, 2006, SDRMA was appointed administrator for the purpose of enrolling small public entities typically having 250 or less employees into the California State Association of Counties ("CSAC") Excess Insurance Authority ("EIA") EIAHealth's Small Group Health Benefits Ancillary Coverages Program (hereinafter "PROGRAM").

WHEREAS, the terms and conditions of the PROGRAM as well as benefit coverage, rates, assessments, and premiums are governed by EIAHealth Committee for the PROGRAM (the "COMMITTEE") and not SDRMA.

WHEREAS, ENTITY desires to enroll and participate in the PROGRAM.

NOW THEREFORE, SDRMA and ENTITY agree as follows:

1. **PURPOSE.** ENTITY is signatory to this MEMORANDUM for the express purpose of enrolling in the PROGRAM.
2. **INITIAL COMMITMENT PERIOD.** ENTITY understands and acknowledges that it is required to remain in the PROGRAM for a period of at least three (3) full years as a condition to participation in the PROGRAM (the "INITIAL COMMITMENT PERIOD").
3. **ENTRY INTO PROGRAM.** ENTITY shall enroll in the PROGRAM by making application through SDRMA which shall be subject to approval by the PROGRAM's Underwriter and governing documents and in accordance with applicable eligibility guidelines.
4. **MAINTENANCE OF EFFORT.** PROGRAM is designed to provide an alternative health benefit ancillary coverage solution to all participants of the ENTITY including active employees, dependents and public officials. After the INITIAL COMMITMENT PERIOD, ENTITY may discontinue coverage or change the contribution amount for retirees. However, ENTITY must contribute at least the minimum percentage required by the eligibility requirements.
5. **PREMIUMS.** ENTITY understands that premiums and rates for the PROGRAM are set by the COMMITTEE. ENTITY will remit monthly premiums based upon rates established for each category of participants and the census of covered employees, dependents and public officials.

Rates for the ENTITY and each category of participant will be determined by the COMMITTEE designated for the PROGRAM based upon advice from their consultants and/or a consulting Benefits Actuary and insurance carriers. In addition, SDRMA will add an administrative fee to premiums and rates set by the COMMITTEE for costs associated with administering the PROGRAM. Rates may vary depending upon factors including, but not limited to, demographic characteristics, loss experience of all public entities participating in the PROGRAM and differences in benefits provided (plan design), if any.

- a. SDRMA will administrate a billing to ENTITY each month, with payments due by the date specified by SDRMA. Payments received after the specified date will accrue penalties. Health benefit ancillary coverage premiums are based on a full month. There are no partial months or prorated premiums.
- b. ENTITY must send notification of termination of ancillary benefits for a covered employee to the PROGRAM and SDRMA by the 15th of the current month to terminate at the end of the month. Otherwise (i.e. notification after the 15th), termination will be as of the end of the following month.



6. **BENEFITS.** Benefits provided to ENTITY participants shall be as set forth in ENTITY's Plan Summary for the PROGRAM and as agreed upon between the ENTITY and its recognized employee organizations as applicable.
7. **COVERAGE DOCUMENTS.** Except as otherwise provided herein, CSAC-EIA Health documents outlining the coverage provided, including terms and conditions of coverage, are controlling with respect to the coverage of the PROGRAM.
8. **PROGRAM FUNDING.** It is the intent of this MEMORANDUM to provide for a fully funded PROGRAM by any or all of the following: pooling risk; purchasing individual stop loss coverage to protect the pool from large claims; and purchasing aggregate stop loss coverage.
9. **ASSESSMENTS.** Should the PROGRAM not be adequately funded for any reason, pro-rata assessments to the ENTITY may be utilized to ensure the approved funding level for applicable policy periods. Any assessments, which are deemed necessary to ensure approved funding levels, shall be made upon the determination and approval of the COMMITTEE in accordance the following:
 - a. Assessments/dividends will be used sparingly. Generally, any over/under funding will be factored into renewal rates.
 - b. If a dividend/assessment is declared, allocation will be based upon each ENTITY's proportional share of total premium paid for the preceding 3 years. ENTITY's must be current participants to receive a dividend except upon termination of the PROGRAM and distribution of assets.
 - c. ENTITY will be liable for assessments for 12 months following withdrawal from the PROGRAM.
 - d. Fund equity will be evaluated on a total program-wide basis as opposed to each year standing on its own.
10. **WITHDRAWAL.** ENTITY may withdraw after their INITIAL COMMITMENT PERIOD (three (3) full year commitment period) and subject to the following condition; ENTITY shall notify SDRMA and the PROGRAM in writing of their intent to withdraw at least 180 days prior to their actual coverage renewal date. ENTITY may rescind its notice of intent to withdraw.
11. **LIAISON WITH SDRMA.** Each ENTITY shall maintain staff to act as liaison with the SDRMA and between the ENTITY and the SDRMA's designated PROGRAM representative.
12. **DISPUTES.** Disputes between the parties related to this MEMORANDUM shall be resolved as follows:
 - a. Mediation Before Litigation. The parties agree that in the event of any dispute by and between them, they shall first attempt to resolve the dispute by way of an informal mediation and if such efforts do not result in a resolution, they may proceed to litigate the claims.
 - b. Selection of Mediator. The mediation shall be held before a neutral mediator having at least 15 years civil business litigation experience or a retired judge. Within ten (10) days of a demand for mediation, the parties shall attempt to mutually select a neutral and qualified mediator. If the parties agree on the selection of the mediator, the mutually selected mediator shall be appointed for the mediation. If the parties are unable to mutually select a qualified mediator, they shall each select a neutral mediator and the two shall then select the third who shall be designated as the parties' neutral mediator for the dispute. Any selected mediator who is unable or unwilling to fulfill his duties may be replaced.
 - c. Time of Mediation. Subject to the mediator's availability, the parties will make best efforts to have the mediation scheduled and held within 45 days of a demand.
 - d. Costs of Mediation. The parties shall split and pay for the fees charged by the mediator equally.



- e. Confidentiality of Mediation Process. The parties agree that the mediation of the dispute will be an effort to compromise disputed claims and that mediation shall be deemed confidential and no statements made at the mediation can be used against them in the event of future litigation.
- f. Position Statements. Any party making a demand for mediation shall set forth in their written demand for mediation the factual and legal basis known to them for their claims or dispute and provide copies of any statements, summaries, reports, or documentary information known to them at the time to support their claims, save and except, privileged or confidential information, which may be withheld. Within thirty (30) days after receipt of a demand for mediation, the recipient shall provide a written response to the claims setting forth the factual and legal basis known to them to support the response or affirmative defenses and also provide copies of any statements, summaries, reports, or documentary information known to them at the time to support the response or affirmative defenses, save and except, privileged or confidential information, which may be withheld. Copies of the position statements and information exchanged between the parties under this provision shall be provided to the mediator in advance of the mediation.
- g. Failure to Participate in Mediation. Any party who fails to participate in the mediation shall waive their right to collect attorney fees herein.
- h. Exclusions From Mediation. The parties agree that any claim for immediate injunctive relief is specifically excluded from the requirements of mediation. The parties further agree that disputes related to coverage under the PROGRAM are excluded from this provision and shall be governed in accordance with CSAC-EIAHealth documents and/or PROGRAM documents.
13. **GOVERNING LAW.** This MEMORANDUM shall be governed in accordance with the laws of the State of California.
14. **VENUE.** Venue for any dispute or enforcement shall be in Sacramento, California.
15. **ATTORNEY FEES.** The prevailing party in any dispute shall be entitled to an award of reasonable attorney fees.
16. **COMPLETE AGREEMENT.** This MEMORANDUM together with the related PROGRAM documents constitutes the full and complete agreement of the ENTITY.
17. **SEVERABILITY.** Should any provision of this MEMORANDUM be judicially determined to be void or unenforceable, such determination shall not affect any remaining provision.
18. **AMENDMENT OF MEMORANDUM.** This MEMORANDUM may be amended by the SDRMA Board of Directors and such amendments are subject to approval of ENTITY's signatory to this MEMORANDUM. Any ENTITY who fails or refuses to execute an amendment to this MEMORANDUM shall be deemed to have withdrawn from the PROGRAM on the next annual renewal date.
19. **EFFECTIVE DATE.** This MEMORANDUM shall become effective upon the signing of this MEMORANDUM by the ENTITY and Chief Executive Officer or Board President of SDRMA.
20. **EXECUTION IN COUNTERPARTS.** This MEMORANDUM may be executed in several counterparts, each of which shall be an original, all of which shall constitute but one and the same instrument.



In Witness Whereof, the undersigned have executed the MEMORANDUM as of the date set forth below.

Dated: _____

By: _____

Special District Risk
Management Authority

Dated: _____

By: _____

[Name of Public Entity]

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *EDM*
SUBJECT: Establish Salary Schedules for Library Personnel for Fiscal Year 2007-2008, effective July 1, 2007, and Adopt by Resolution 07-08.
DATE: May 29, 2007

BACKGROUND:

This is the seventh year that Placentia Library District will be operating without a Memorandum of Understanding (MOU) with its staff. The Orange County Employees Association is no longer willing to represent the staff and it has not yet acquired a new representative.

The expired Contract provided for a percentage salary increase for each fiscal year equal to the percent rise, to the nearest tenth (0.1) of one percent, in the cost-of-living for the period March to March as measured by the Bureau of Labor Statistics Consumer Price Index "All Items" (base 1982-84), for the Los Angeles-Anaheim-Riverside area. The percentage increase for March 2006 to March 2007 is 3.8%. The COLA Report is Attachment A.

Attachment B is the Wage and Salary Schedules for Placentia Library District for Fiscal Year 2007, 2008, effective July 1, 2007 with a 3.8 % COLA adjustment for all staff except the Library Director and the Pages.

Attachment C is Resolution 07-08 establishing the Wage and Salary Schedules for Placentia Library District for Fiscal Year 2007-2008, effective July 1, 2007.

RECOMMENDATIONS:

1. Read Resolution 07-08 by Title only: A Resolution of the Board of Trustees of the Placentia Library District of Orange County to Establish the Salaries for Employees of the District for Fiscal Year 2007-2008.
2. Adopt Resolution 07-08 by Roll Call Vote.



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Consumer Price Index - All Urban Consumers

Series Id: CUURA421SA0, CUUSA421SA0
Not Seasonally Adjusted
Area: Los Angeles-Riverside-Orange County, CA
Item: All items
Base Period: 1982-84=100

Year	Mar
1997	159.8
1998	161.4
1999	165.0
2000	170.7
2001	176.2
2002	181.1
2003	188.2
2004	191.5
2005	199.2
2006	208.5
2007	216.500

12 Months Percent Change

Series Id: CUURA421SA0, CUUSA421SA0
Not Seasonally Adjusted
Area: Los Angeles-Riverside-Orange County, CA
Item: All items
Base Period: 1982-84=100

Year	Mar
1997	1.6
1998	1.0
1999	2.2

2000	3.5
2001	3.2
2002	2.8
2003	3.9
2004	1.8
2005	4.0
2006	4.7
2007	3.8

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PLACENTIA LIBRARY DISTRICT
SALARY SCALE FOR
FISCAL YEAR 2007-2008
Effective July 1, 2007
NON-EXEMPT

	1	2	3	4	5	6	7	8	9	10	
CLERK I	HR	13.01	13.34	13.67	14.01	14.36	14.72	15.09	15.46	15.85	16.64
	PP	1,040.80	1,066.82	1,093.49	1,120.83	1,148.85	1,177.57	1,207.01	1,237.18	1,268.11	1,331.52
	AN	27,060.80	27,737.32	28,430.75	29,141.52	29,870.06	30,616.81	31,382.23	32,166.79	32,970.96	34,619.50
	MO	2,255.07	1,875.47	1,922.27	1,970.80	2,019.33	2,551.40	2,615.19	2,680.57	2,747.58	2,884.96
CLERK II	HR	14.71	15.08	15.45	15.84	16.24	16.64	17.06	17.49	17.92	18.82
	PP	1,176.80	1,206.22	1,236.38	1,267.28	1,298.97	1,331.44	1,364.73	1,398.85	1,433.82	1,505.51
	AN	30,596.80	31,361.72	32,145.76	32,949.41	33,773.14	34,617.47	35,482.91	36,369.98	37,279.23	39,143.19
	MO	2,549.73	2,613.48	2,678.81	2,745.78	2,814.43	2,884.79	2,956.91	3,030.83	3,106.60	3,261.93
LIBR ASST	HR	17.47	17.91	18.35	18.81	19.28	19.77	20.26	20.77	21.29	22.35
	PP	1,397.60	1,432.54	1,468.35	1,505.06	1,542.69	1,581.26	1,620.79	1,661.31	1,702.84	1,787.98
	AN	36,337.60	37,246.04	38,177.19	39,131.62	40,109.91	41,112.66	42,140.48	43,193.99	44,273.84	46,487.53
	MO	3,028.13	3,103.84	3,181.43	3,260.97	3,342.49	3,426.05	3,511.71	3,599.50	3,689.49	3,873.96
LIB I	HR	20.65	21.17	21.70	22.24	22.79	23.36	23.95	24.55	25.16	26.42
	PP	1,652.00	1,693.30	1,735.63	1,779.02	1,823.50	1,869.09	1,915.81	1,963.71	2,012.80	2,113.44
	AN	42,952.00	44,025.80	45,126.45	46,254.61	47,410.97	48,596.25	49,811.15	51,056.43	52,332.84	54,949.48
	MO	3,579.33	3,668.82	3,760.54	3,854.55	3,950.91	4,049.69	4,150.93	4,254.70	4,361.07	4,579.12
LIB II	HR	24.06	24.66	25.28	25.91	26.56	27.22	27.90	28.60	29.31	30.78
	PP	1,924.80	1,972.92	2,022.24	2,072.80	2,124.62	2,177.73	2,232.18	2,287.98	2,345.18	2,462.44
	AN	50,044.80	51,295.92	52,578.32	53,892.78	55,240.10	56,621.10	58,036.63	59,487.54	60,974.73	64,023.47
	MO	4,170.40	4,274.66	4,381.53	4,491.06	4,603.34	4,718.42	4,836.39	4,957.30	5,081.23	5,335.29
LIB AIDE	HR	8.87	9.09	9.32	9.55	9.79	10.04	10.29	10.54	10.81	11.35
	PP	709.60	727.34	745.52	764.16	783.27	802.85	822.92	843.49	864.58	907.81
	AN	18,449.60	18,910.84	19,383.61	19,868.20	20,364.91	20,874.03	21,395.88	21,930.78	22,479.05	23,603.00
	MO	1,537.47	1,575.90	1,615.30	1,655.68	1,697.08	1,739.50	1,782.99	1,827.56	1,873.25	1,966.92

Signature _____ : Approved May 29, 2007
AI Shkoler, President Effective: July 1, 2007

PLACENTIA LIBRARY DISTRICT
SALARY SCALE FOR
FISCAL YEAR 2007-2008
Effective Jul 1, 2007
EXEMPT

	1	2	3	4	5	6	7	8	9	10
LIBRARY										
DIRECTOR										
HR	50.34									
PP	4,027.20									
AN	104,707.20									
MO	8,725.60									
MANAGERS										
PP	26.47	27.13	27.81	28.51	29.22	29.95	30.70	31.46	32.25	33.86
ADMIN SVC	2,117.60	2,170.54	2,224.80	2,280.42	2,337.43	2,395.87	2,455.77	2,517.16	2,580.09	2,709.09
AN	55,057.60	56,434.04	57,844.89	59,291.01	60,773.29	62,292.62	63,849.94	65,446.18	67,082.34	70,436.46
MO	4,588.13	4,702.84	4,820.41	4,940.92	5,064.44	5,191.05	5,320.83	5,453.85	5,590.19	5,869.70
MANAGERS										
PP	31.35	32.13	32.94	33.76	34.60	35.47	36.36	37.27	38.20	40.11
TECH SVC	2,508.00	2,570.70	2,634.97	2,700.84	2,768.36	2,837.57	2,908.51	2,981.22	3,055.75	3,208.54
AN	65,208.00	66,838.20	68,509.16	70,221.88	71,977.43	73,776.87	75,621.29	77,511.82	79,449.62	83,422.10
MO	5,434.00	5,569.85	5,709.10	5,851.82	5,998.12	6,148.07	6,301.77	6,459.32	6,620.80	6,951.84

PAGES	Starting Wage	6 Months	1 Year	18 Months
	7.50	7.88	8.27	8.68

Signature _____ : Approved May 29, 2007
AI Shkoler, President Effective July 1, 2007

RESOLUTION 07-08

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE
PLACENTIA LIBRARY DISTRICT OF ORANGE COUNTY
TO ESTABLISH THE SALARIES FOR EMPLOYEES OF THE DISTRICT
FOR FISCAL YEAR 2007-2008

WHEREAS, Section 19469 of the Education Code of the State of California establishes that the Board of Library Trustees shall fix the compensation for all employees.

BE IT RESOLVED, that the Placentia Library District of Orange County Board Of Trustees adopts the Placentia Library District Salary Scale for Employees for Fiscal Year 2007-2008 dated May 29, 2007, and implements such on July 1, 2007.

AYES:

NOES:

ABSENT:

ABSTAIN:

State of California)
)ss.
County of Orange)

I, Jean Turner, Secretary of the Board of Trustees of the Placentia Library District of Orange County hereby certify that the above and foregoing Resolution was duly and regularly adopted by the Board of Trustees at a Regular Meeting hereof held on the twenty-ninth day of May 2007.

IN WITNESS THEREOF, I have hereunto set my hand and seal this twenty-ninth day of May 2007.

Jean Turner, Secretary
Placentia Library District Board of Trustees

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *EDM*
SUBJECT: Establish the Holiday and Library Public Service Schedule for Calendar Years 2007 and 2008, and Adopt by Resolution 07-09.
DATE: May 29, 2007

BACKGROUND:

The District's Holiday and Library Closure Schedule is based upon the 11 holidays specified in the Placentia Library District Policy 2030. (Attachment A)

Past practice is that the Library is closed on Easter and the Sunday preceding Monday holidays. These are not paid holidays for the staff and require adjusting the work schedule or use of vacation time.

Staff is recommending that the Library Board consider closing the Library on the Saturday of holiday weekends. These would not be paid holidays for the staff and individuals would need to either take time without pay or use vacation time.

Staff is also recommending the addition of a staff holiday for Martin Luther King Day on the third Monday in January, and that the Library be closed on the Sunday preceding this holiday.

Attachment B is the Proposed Holiday and Public Service Calendar for Calendar Years 2007 and 2008.

Attachment C is Resolution 07-09, establishing the Placentia Library District Holiday Schedule for Calendar Years 2007 and 2008.

RECOMMENDATIONS:

1. Determine whether or not to close on the Saturday preceding a Monday holiday.
2. Determine whether or not to add Martin Luther King Day to the list of staff holidays, and whether or not to close the Library on the Sunday preceding Martin Luther King Day.
3. Finalize the Holiday and Public Service Calendar for Calendar Years 2007 and 2008.
4. Read Resolution 07-09 by Title only: A Resolution of the Board of Trustees of the Placentia Library District of Orange County to Establish the Holiday and Library Closure for Calendar Years 2007 and 2008.
5. Adopt Resolution 07-09.



Placentia Library District

POLICY HANDBOOK

POLICY TITLE: Holidays
POLICY NUMBER: 2030

2030.1 This policy will apply to all regular full-time and part-time employees who work twenty hours or more per week.

2030.2 The following days will be recognized and observed as paid holidays:

- New Years Day
- President's Day
- Memorial Day
- Independence Day
- Labor Day
- Veteran's Day
- Thanksgiving Day
- Christmas Eve Day
- Christmas Day
- New Year's Eve Day

2 Floating Holidays, one accrued in April and one accrued in October on the second pay period of the month.

2030.3 All regular work will be suspended and employees will receive one-day's pay for each of the holidays listed above. An employee is eligible for any paid holiday if he/she works the day before and the day after said holiday. Eligibility is also granted if the employee is on vacation or has notified his/her supervisor and the Library Director and received permission to be absent from work on that specific day or days.

2030.4 Holiday hours are based on an eight hour day of a forty (40) hour work week. Employees working less than forty (40) hours per week will receive a pro-rata allocation of holiday hours.

2030.5 When a holiday falls on an employee's day off or when the Library is closed, the employee will request any day during the work week of the holiday, approved by his/her scheduling supervisor, to compensate for this holiday.

2030.6 Placentia Library is closed on the Sundays preceding Monday holidays. The Sunday closings are not paid leave. Staff may either take vacation time or schedule the hours on other days during that workweek.

2030.7 If any employee works on any of the holidays listed above, excluding floating holidays, he/she will be paid for all hours worked at the rate of time and one-half (1½) his/her regular rate of pay, or as otherwise specified under Policy #2010, "Hours of Work and Overtime."

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

**Placentia Library District
Holiday and Library Public Service Schedule
2007**

Paid staff holidays are indicated in bold type and unpaid Library closures are indicated in regular type.

Placentia Library District Offices and Library will be closed:

New Year's Day	Monday	January 1
Day before Monday Holiday	Sunday	February 18
President's Day	Monday	February 19
Easter	Sunday	April 8
Day before Monday Holiday	Sunday	May 27
Memorial Day	Monday	May 28
Independence Day	Wednesday	July 4
Day before Monday Holiday	Sunday	September 2
Labor Day	Monday	September 3
Day before Monday Holiday	Sunday	November 11
Veteran's Day (Legal Holiday)	Monday	November 12
Thanksgiving Day	Thursday	November 22
Day before Monday Holiday	Sunday	December 23
Christmas Eve Day	Monday	December 24
Christmas Day	Tuesday	December 25
Day before Monday Holiday	Sunday	December 30
New Year's Eve Day	Monday	December 31

Placentia Library District Holiday and Library Public Service Schedule 2008

(Without Saturday Holiday Closings)

Paid staff holidays are indicated in bold type and unpaid Library closures are indicated in regular type.

Placentia Library District Offices and Library will be closed:

New Year's Day	Tuesday	January 1
Day before Monday Holiday	Sunday	January 20
Martin Luther King Day	Monday	January 21
Day before Monday Holiday	Sunday	February 17
President's Day	Monday	February 18
Easter	Sunday	March 23
Day before Monday Holiday	Sunday	May 25
Memorial Day	Monday	May 26
Independence Day	Friday	July 4
Day before Monday Holiday	Sunday	August 31
Labor Day	Monday	September 1
Veteran's Day	Tuesday	November 11
Thanksgiving Day	Thursday	November 27
Christmas Eve Day	Wednesday	December 24
Christmas Day	Thursday	December 25
New Year's Eve Day	Wednesday	December 31

Placentia Library District Holiday and Library Public Service Schedule 2008

(Without Saturday Holiday Closings)

Paid staff holidays are indicated in bold type and unpaid Library closures are indicated in regular type.

Placentia Library District Offices and Library will be closed:

New Year's Day	Tuesday	January 1
Saturday before a Monday Holiday	Saturday	January 19
Day before Monday Holiday	Sunday	January 20
Martin Luther King Day	Monday	January 21
Saturday before a Monday Holiday	Saturday	February 16
Day before Monday Holiday	Sunday	February 17
President's Day	Monday	February 18
Easter	Sunday	March 23
Saturday before a Monday Holiday	Saturday	May 24
Day before Monday Holiday	Sunday	May 25
Memorial Day	Monday	May 26
Independence Day	Friday	July 4
Saturday before a Monday Holiday	Saturday	August 30
Day before Monday Holiday	Sunday	August 31
Labor Day	Monday	September 1
Veteran's Day	Tuesday	November 11
Thanksgiving Day	Thursday	November 27
Christmas Eve Day	Wednesday	December 24
Christmas Day	Thursday	December 25
New Year's Eve Day	Wednesday	December 31

RESOLUTION 07-09

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE
PLACENTIA LIBRARY DISTRICT OF ORANGE COUNTY TO ESTABLISH THE
HOLIDAY AND LIBRARY CLOSURE SCHEDULE
FOR CALENDAR YEARS 2007 AND 2008

WHEREAS, Section 19469 of the Education Code of the State of California establishes that the Board of Library Trustees shall designate the hours during which the Library shall be open for the use of the public;

BE IT RESOLVED, that the Placentia Library District of Orange County Board Of Trustees established its Holiday Schedule for Calendar Years 2007 and 2008 dated May 29, 2007.

AYES:

NOES:

ABSENT:

ABSTAIN:

State of California)
)ss.
County of Orange)

I, Jean Turner, Secretary of the Board of Trustees of the Placentia Library District of Orange County hereby certify that the above and foregoing Resolution was duly and regularly adopted by the Board of Trustees at a Regular Meeting hereof held on the twenty-ninth day of May 2007.

IN WITNESS THEREOF, I have hereunto set my hand and seal this twenty-ninth day of May 2007.

Jean Turner, Secretary
Placentia Library District Board of Trustees

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director
SUBJECT: Establish the District's Appropriations Limitation (Gann Limit) at \$3,326,242 for Fiscal Year 2007-2008 by Resolution 07-10.
DATE: May 29, 2007

BACKGROUND:

Each year California local jurisdictions are required to establish an Appropriations Limitation (Gann Limit) for the next fiscal year.

Attachment A shows the calculation of the annual Gann Limitation using the information provided by the California Department of Finance.

Attachment B is the background information from the California Department of Finance for Fiscal Year 2007-2008.

Attachment C is Resolution 07-10 establishing the Gann Limitation for Placentia Library District for Fiscal Year 2007-2008 in the amount of \$3,326,242.

RECOMMENDATIONS:

1. Read Resolution 07-10 by Title only: A Resolution of the Board of Trustees of the Placentia Library District of Orange County to Establish the Appropriations Limitation for Fiscal Year 2007-2008.
2. Adopt Resolution 07-10 by Roll Call Vote.

Placentia Library District
 Gann Limitation Worksheet
 May 29, 2007

	2004-2005	2005-2006	2006-2007	2007-2008
"Price Factor" expressed as a ratio (provided by CA. Dept. Finance)	1.0328	1.0526	1.0396	1.0442
"Population Change Factor" for City of Placentia (provided by CA Dept. Finance)	1.0158	1.0077	1.0218	1.012
Multiply "Price Factor Ratio" times "Change Factor Ratio" to calculate "Growth Factor"	1.04911824	1.06070502	1.06226328	1.0567304
Multiply "Growth Factor" times previous year's Gann Limitation for current year's Gann Limitation	\$ 2,793,591	\$ 2,963,176	\$ 3,147,673	\$ 3,326,242



ARNOLD SCHWARZENEGGER, GOVERNOR

915 L STREET ■ SACRAMENTO CA ■ 95814-3706 ■ WWW.DOF.CA.GOV

May 2007

Dear Fiscal Officer:

Subject: Price and Population Information

Appropriations Limit

The California Revenue and Taxation Code, Section 2227, mandates the Department of Finance (Finance) to transmit an estimate of the percentage change in population to local governments. Each local jurisdiction must use their percentage change in population factor for January 1, 2007, in conjunction with a change in the cost of living, or price factor, to calculate their appropriations limit for fiscal year 2007-08. Enclosure I provides the change in California's per capita personal income and an example for utilizing the price factor and population percentage change factor to calculate the 2007-08 appropriations limit. Enclosure II provides city and unincorporated county population percentage changes, and Enclosure IIA provides county and incorporated areas population percentage changes. The population percentage change data excludes federal and state institutionalized populations and military populations, as noted.

Population Percent Change for Special Districts

Some special districts must establish an annual appropriations limit. Consult the Revenue and Taxation Code, Section 2228 for further information regarding the appropriation limit. You can access the Code from the following website: "<http://www.leginfo.ca.gov/calaw.html>" check: "Revenue and Taxation Code" and enter 2228 for the search term to learn more about the various population change factors available to special districts to calculate their appropriations limit. Article XIII B, Section 9, of the State Constitution exempts certain special districts from the appropriations limit calculation mandate. Consult the following website: "http://www.leginfo.ca.gov/const/article_13B" for additional information. Special districts required by law to calculate their appropriations limit must present the calculation as part of their annual audit. Any questions special districts have on this issue should be referred to their respective county for clarification, or to their legal representation, or to the law itself. No State agency reviews the local appropriations limits.

Population Certification

The population certification program applies only to cities and counties. Revenue and Taxation Code Section 11005.6 mandates Finance to automatically certify any population estimate that exceeds the current certified population with the State Controller's Office. **Finance will certify the higher estimate to the State Controller by June 1, 2007.**

Please Note: City population estimates are controlled to independently calculated county population estimates. Due to county estimates revisions; prior year's city population estimates may have also been revised.

If you have any questions regarding this data, please contact the Demographic Research Unit at (916) 323-4086.

MICHAEL C. GENEST
Director
By:

VINCENT P. BROWN
Chief Deputy Director

Enclosure

May 2007

Enclosure I

- A. **Price Factor:** Article XIII B specifies that local jurisdictions select their cost-of-living factor to compute their appropriation limit by a vote of their governing body. The cost-of-living factor provided here is per capita personal income. If the percentage change in per capita personal income is selected, the percentage change to be used in setting the 2007-2008 appropriation limit is:

Per Capita Personal Income

Fiscal Year (FY)	Percentage change over prior year
2007-2008	4.42

- B. Following is an example using sample population change and the change in California per capita personal income as growth factors in computing a 2007-2008 appropriation limit.

2007-2008:

Per Capita Cost of Living Change = 4.42 percent
Population Change = 1.20 percent

Per Capita Cost of Living converted to a ratio: $\frac{4.42 + 100}{100} = 1.0442$

Population converted to a ratio: $\frac{1.20 + 100}{100} = 1.0120$

Calculation of factor for FY 2007-2008:

$$1.0442 \times 1.0120 = 1.0567$$

NOTICE for Special Districts

Please be advised that this will be the final year in which the Department of Finance, Demographic Research Unit (DRU), will be mailing out the price and population data to special districts. You should be able to obtain the price and population data from your county's fiscal office.

The annual price and population data, required by law for certain special districts to calculate their appropriation's limit, are currently available, and will continue to be available, via several other options:

- The DRU web-page, at: <http://www.dof.ca.gov/Research/Research.asp>

On this web-page, click on the option entitled "Price and Population Factors Used for the Appropriations Limit". This will link you to our Budget Page, where, under "More Budget Options", the price and population data are provided under "Price and Population Factors used for the Appropriations Limit for", where you select the year needed. The current year should be at the top of the list **AFTER MAY 1ST OF EACH YEAR.**

Look under the appropriate county for the change factor or factors that apply for your district pursuant to section 2228 of the Revenue and Taxation Code.

- You can call the Demographic Research Unit if you do not have access to the Internet or cannot obtain the data from the county office. The telephone number for DRU is 916-323-4086.

If your special district needs to use a weighted average to calculate the appropriations limit, there is now a link on the above web-page with instructions, under "Weighted Average Instructions for Special Districts".

Fiscal Year 2007-2008

Enclosure II
Annual Percent Change in Population Minus Exclusions (*)
January 1, 2006 to January 1, 2007 and Total Population, January 1, 2007

County City	Percent Change 2006-2007	--- Population Minus Exclusions ---		Total Population
		1-1-06	1-1-07	1-1-2007
Orange				
Aliso Viejo	0.38	44,867	45,037	45,037
Anaheim	0.83	342,717	345,556	345,556
Brea	0.61	39,628	39,870	39,870
Buena Park	1.18	81,488	82,452	82,452
Costa Mesa	0.46	112,682	113,202	113,805
Cypress	0.71	48,938	49,284	49,284
Dana Point	0.58	36,734	36,946	36,946
Fountain Valley	0.41	57,505	57,741	57,741
Fullerton	0.52	136,659	137,367	137,367
Garden Grove	0.42	172,056	172,781	172,781
Huntington Beach	0.45	201,346	202,250	202,250
Irvine	4.10	194,126	202,079	202,079
Laguna Beach	0.50	25,006	25,131	25,131
Laguna Hills	0.33	33,281	33,391	33,391
Laguna Niguel	0.48	66,291	66,608	66,608
Laguna Woods	0.33	18,366	18,426	18,426
La Habra	0.95	61,894	62,483	62,483
Lake Forest	0.32	77,991	78,243	78,243
La Palma	0.33	16,109	16,162	16,162
Los Alamitos	1.00	12,026	12,146	12,146
Mission Viejo	0.32	98,165	98,483	98,483
Newport Beach	0.86	83,503	84,218	84,218
Orange	0.44	138,027	138,640	138,640
Placentia	0.53	51,324	51,597	51,597
Rancho Santa Margarita	1.02	49,217	49,718	49,718
San Clemente	1.48	66,392	67,373	67,373
San Juan Capistrano	0.88	36,134	36,452	36,452
Santa Ana	0.38	352,090	353,428	353,428
Seal Beach	0.00	25,452	25,452	25,962
Stanton	0.39	38,828	38,981	38,981
Tustin	1.10	69,586	70,350	70,350
Villa Park	0.37	6,228	6,251	6,251
Westminster	0.33	92,566	92,870	92,870
Yorba Linda	1.48	66,911	67,904	67,904
Unincorporated	0.89	117,089	118,136	118,136
County Total	0.84	3,071,222	3,097,008	3,098,121

(*) Exclusions include residents on federal military installations and group quarters' residents in state mental institutions, and state and federal correctional institutions.

RESOLUTION 07-10

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE
PLACENTIA LIBRARY DISTRICT OF ORANGE COUNTY TO ESTABLISH THE
APPROPRIATIONS LIMITATION FOR FISCAL YEAR 2007-2008

WHEREAS, the voters of California on November 6, 1979 added Article XIII B to the State Constitution placing various limitations on the appropriations of state and local Governments, as called out in Section 2710 of the Government Code; and

WHEREAS, such law became effective January 1, 1981; and factors that may be used by local jurisdictions in setting their appropriations limit; and

WHEREAS, the Placentia Library District of Orange County has complied with All the provisions of said law in determining the appropriations limit for the fiscal year 2007-2008.

NOW, THEREFORE, BE IT RESOLVED, that the appropriations limit be \$3,326,242 for Fiscal Year 2007-2008.

AYES:

NOES:

ABSENT:

ABSTAIN:

State of California)
)ss.
County of Orange)

I, Jean Turner, Secretary of the Board of Trustees of the Placentia Library District of Orange County hereby certify that the above and foregoing Resolution was duly and regularly adopted by the Board of Trustees at a Regular Meeting hereof held on the twenty-ninth day of May 2007.

IN WITNESS THEREOF, I have hereunto set my hand and seal this
twenty-ninth day of May 2007.

Jean Turner, Secretary
Placentia Library District Board of Trustees

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *EDM*
SUBJECT: Authorize Staff Appreciation Dinner
DATE: May 29, 2007

BACKGROUND:

The 2006 Staff Appreciation Dinner was held at the home of Sandra and Allan Stark on Thursday, October 19, 2006 at 6:30 P.M. Substitutes from Anaheim Library were used to staff the public service desks.

Fifty staff members, Library Trustees, Friends Board Members, Foundation Board members and guests attended.

The cost was \$906.11. There were seven paid guests. The cost for the Library Board and Friends was \$766.11 or \$383.96 per organization.

The times available would be Friday or Sunday evenings. A Sunday brunch at 10:00 would also be feasible although it may interfere with church attendance.

RECOMMENDATION:

1. Authorize a Staff Appreciation Dinner to be held in September or October.
2. Authorize the Library Director to ask the Friends of Placentia Library to co-sponsor the event with a 50% match of expenses up to \$500.
3. Appoint some one to coordinate the arrangements with the Placentia Library Friends Foundation Board of Directors and report back to the Library Board with recommendations on venue and date.

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director ^{SDM}
SUBJECT: **Travel Authorizations: Library Director Minter to the Public Library Director's Forum with the State Librarian in Sacramento and the California Special Districts Association Annual Conference in Monterey.**
DATE: May 29, 2007

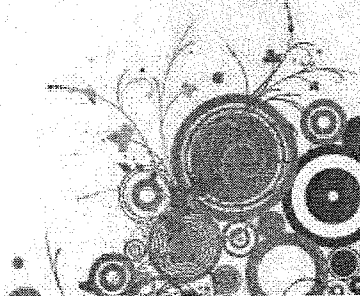
BACKGROUND:

Library Director Minter has been invited to participate in the Public Library Directors' Forum with the State Librarian and State Library Staff in Sacramento, September 20-21, 2007. The State Library pays all expenses except transportation. District policy requires Board approval for overnight trips for insurance purposes. The estimated cost is \$250.

The California Special Districts Association Annual Conference will be held October 1-4, 2007 at Monterey. The information currently available is Attachment A. The cost estimate is Attachment B. There is a discount if two or more register from the same district. The Library Director would like to reserve the hotel rooms as early as possible. Unneeded rooms may be canceled at a later time without penalty. I would also like to get an idea whether those going would like to car pool or fly. There may be an advantage to early airplane reservations if they are needed.

RECOMMENDATION:

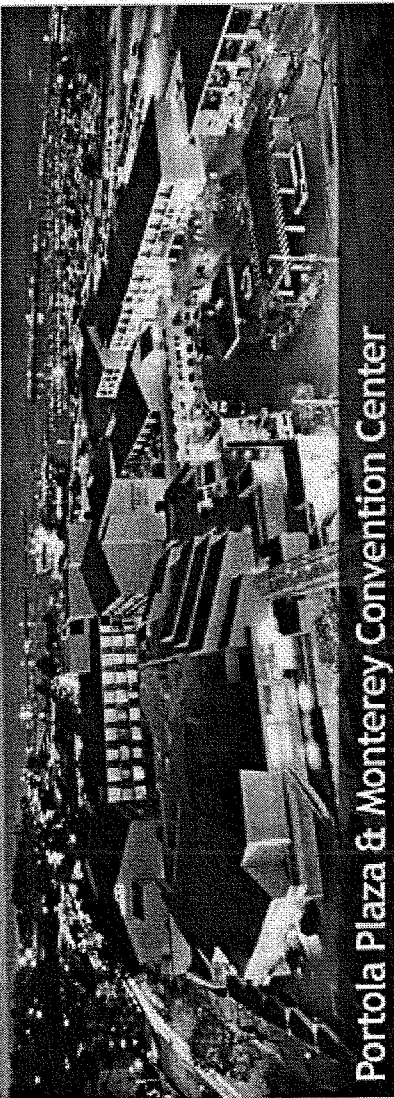
1. Authorize Library Director Minter to attend the Public Library Directors' Forum with the State Librarian in Sacramento, September 20-21 in Sacramento at a cost not to exceed \$250 to be paid from the General Fund.
2. Determine who will attend the California Special Districts Association Annual Conference in Monterey, October 1-4, 2007, and authorize the Library Director to process the hotel reservations, transportation arrangements and registrations at a cost not to exceed \$4,808.98 to be paid from the General Fund.



CSDA Annual Conference & Exhibitor Showcase Resources

October 1-4, 2007
Portola Plaza Hotel, Monterey

- REGISTER
- SESSIONS
- SPEAKERS
- SPONSORS
- EXHIBITORS



Meeting Location
The Monterey Conference Center
 One Portola Plaza
 Monterey, CA 93940
 tel: 831.646.3770

Hotel Accommodations
Portola Plaza Hotel
 Two Portola Plaza
 Monterey, CA 93940
 Room rate: \$185
 Room rate reservations deadline
 September 14, 2007
 Reservations: 831.649.4511
 Ask for the CSDA room block

Parking
 \$7.00 self parking per day
 \$17.00 valet parking per day

Overflow Accommodations
Marriott Monterey
 350 Calle Principal

Our Resources

[Begin Registration](#)

Welcome to the 38th CSDA Annual Conference. California special districts provide important services to communities throughout this state. Fire, water, sanitation, cemetery, park and recreation, recycling, and a number of other services are relied upon by hundreds of communities and millions of people everyday. It is no wonder that this year's Annual Conference has, as its focus, the preservation of our resources. Whether it is water, parks, finances, or human beings, it is time we take a critical look at how we manage the resources we use to provide the services our members need.

That is what this 2007 Annual Conference is all about. We are going to study the ways in which we manage our resources and showcase those districts that are making a difference. Every day

in districts throughout the state of California, our members are actively involved in cultivating, utilizing, saving, discovering, growing, applying, and managing critical resources. Some resources are human, some financial. Others are political, technological or they may be natural. Whatever the resource, and however it is being addressed, we want to walk away from the 2007 Annual Conference with a new appreciation for, and a renewed commitment to, the preservation and cultivation of California resources.

Join us in Monterey and ENJOY THE JOURNEY!

Monterey , CA 93940
Room rate: \$199
Room rate reservations deadline:
September 10, 2007
Reservations: 831.649.4234 or
1.800.228.9290
Ask for the CSDA Room Block

Hotel Pacific
300 Pacific Street
Monterey , CA 93940
Room rate \$179
Room reservations deadline:
September 9, 2007
Reservations: 1.800.232.4141
Ask for the CSDA Room Block

REGISTER

Join CSDA in Monterey for the 2007 CSDA Resource Conference & Exhibitor Showcase.

The deadline to preregister for the conference is September 17, 2007.

WORKSHOPS

Discover more at the CSDA Resource Conference and sign-up for **Pre Conference workshops**: General Manager Training, Strategic Planning for Special District, Board Member Training.

TOUR & ACTIVITIES

Join us in Monterey plus **Maximize Your Resources**:
Tour Moss Landing Harbor District and Monterey Regional Waste Management District, Evening with the Beermeister (see more)

Placentia Library District
 Travel Estimate

Name: Elizabeth Minter
 Event: CSDA Annual Conference
 Location: Monterey, CA
 Fund: General Fund

	Mon	Tue	Wed	Thur	TOTAL
Date	10/01/07	10/02/07	10/03/07	10/04/07	
Registration		350.00			350.00
Hotel	204.60	204.60	204.60		613.80
Breakfast		15.00	15.00	15.00	45.00
Lunch	20.00		20.00		40.00
Dinner	30.00	30.00		30.00	90.00
Air/Train					-
Local Trans.					-
Mileage @ \$.485	181.88	14.55	14.55	181.88	392.86
Parking/Tolls	7.00	7.00	7.00	7.00	28.00
Telephone					-
Misc.	20.00	20.00	20.00	20.00	80.00
TOTAL	463.48	641.15	281.15	253.88	1,639.66

Name: Trustee 1
 Event: CSDA Annual Conference
 Location: Monterey, CA
 Fund: General Fund

	Mon	Tue	Wed	Thur	TOTAL
Date	10/01/07	10/02/07	10/03/07	10/04/07	
Registration		290.00			290.00
Hotel	204.60	204.60	204.60		613.80
Breakfast		15.00	15.00	15.00	45.00
Lunch	20.00		20.00		40.00
Dinner	30.00	30.00		30.00	90.00
Air/Train					-
Local Trans.					-
Mileage @ \$.485	181.88	14.55	14.55	181.88	392.86
Parking/Tolls	7.00	7.00	7.00	7.00	28.00
Telephone					-
Misc.	20.00	20.00	20.00	20.00	80.00
TOTAL	463.48	581.15	281.15	253.88	1,579.66

Placentia Library District
Travel Estimate

Name: Trustee 2
Event: CSDA Annual Conference
Location: Monterey, CA
Fund: General Fund

Date	Mon 10/01/07	Tue 10/02/07	Wed 10/03/07	Thur 10/04/07	TOTAL
Registration		300.00			300.00
Hotel	204.60	204.60	204.60		613.80
Breakfast		15.00	15.00	15.00	45.00
Lunch	20.00		20.00		40.00
Dinner	30.00	30.00		30.00	90.00
Air/Train					-
Local Trans.					-
Mileage @ \$.485	181.88	14.55	14.55	181.88	392.86
Parking/Tolls	7.00	7.00	7.00	7.00	28.00
Telephone					-
Misc.	20.00	20.00	20.00	20.00	80.00
TOTAL	463.48	591.15	281.15	253.88	1,589.66

Total Staff	1,639.66
Total Trustee	<u>3,169.32</u>
TOTAL Conference	<u>4,808.98</u>

Board & Administrator

FOR BOARD MEMBERS

April 2007 Vol. 23, No. 8

Editor: Jeff Stratton

Case study helps board understand role

Issue: A board member is working on a committee project at the organization's offices. As the project develops, the board member begins to make requests of staff for clerical work.

On a Thursday, the executive director gives an administrative assistant a report to input and have ready by Friday. The board member brings a committee report to the same employee to input and asks that it be ready for him on Friday.

The AA tells the board member that she doesn't have enough time to complete both reports on Friday and that the executive director's report will receive priority. This upsets the board member, who takes it up with the administrator. The administrative assistant also complains to the administrator.

Different boards will likely find different solutions to the problem this case study presents, but here are The Board Doctor's thoughts on the matter:

- ***If the board and administrator have defined roles, the board member has overstepped his authority.*** From the board's standpoint, the board chair should counsel the board member and clearly describe the board's role with staff.
- ***The administrator should have full control and authority over staff work.*** Board members should

be understanding when an employee responds by asking the board member to take a matter up with the executive director and have her assign the work.

- ***If a board member continues to attempt to direct staff, the issue should come to the full board for discussion.*** The full board is responsible for reinforcing the board's appropriate role as policy maker—not to direct employees. The board should resolve to ask that all board work be assigned to staff through the administrator.

Work through role conflict.

As a board, discuss the following questions to determine what your response would be if this happened at your organization:

1. Is this case study a policy or management-related issue? Is the board member "managing staff?"
2. Will the issue presented in the case study affect internal relationships? If board members direct staff, who does staff report to?
3. Should board members ever involve themselves and direct personnel? ■

Throw a party, remember the tax break

You don't serve as a board member to benefit from tax deductions, but there are certain write-offs you can take advantage of, including this one:

If you sponsor a cocktail or dinner party in order to raise funds for a charity, you can claim a deduction for

party-related expenses like the food and drink you serve.

However, there's no deduction for expenses attributable to the benefits the volunteer and her family receive at the event, e.g., there's no deduction for the value of the food and beverage you consume. ■

Use matrix to pinpoint skills required to serve specific board committees

Skills and criteria matrices are excellent tools for board recruitment. They let you identify where your board has skill gaps; for example, the area of board fundraising. Using a matrix lets you target specific areas you can improve by adding members who possess the skills you lack.

A matrix can also be a useful tool when it comes to making committee assignments. Down the left side of a matrix, list the specific skills a committee seeks in an effective board member. Across its top, include space for all board members' names. Under board members' names, put an "X" for each skill the member possesses, noting where you lack skill representation.

Tip: Be sure to give fair weight to a board member's interest in serving a specific committee. If you have a

CPA on the board, you may naturally think she fits best on the board's finance and/or audit committees. However, the CPA may be serving because she passionately cares about the organization's programs, making her a better fit for the program committee.

A matrix can also be a useful tool when it comes to making committee assignments.

The following matrix shows how this would work for a board finance committee. ■

Skills	Board Members				
	A	B	C	D	E
Familiarity with budgeting	X	X	X		X
Experienced in the organization's budget development process		X			X
Has experience with audits	X	X	X		X
Is by profession a CPA or tax attorney, or uses financial skills on a daily basis, or in a professional capacity in daily business		X	X		X
Understands the organization's financial reports		X			
Understands the organization's strategic priorities		X		X	
Understands board role regarding finances		X		X	
Has expressed interest in serving this committee	X				X
Totals for each board member	3	7	3	2	5

Board & Administrator

FOR BOARD MEMBERS

May 2007 Vol. 23, No. 9

Editor: Jeff Stratton

Consent agenda improves board efficiency

Boards that use consent agendas to handle recurring matters like approval of the minutes and routine business agreements free themselves up during the meeting to concentrate on more pressing and strategic business.

David O. Renz, director, Midwest Center for Non-profit Leadership, Henry W. Bloch School of Business & Public Administration, University of Missouri – Kansas City, said the use of a consent agenda can save the board time and improve effectiveness.

The board and administrator should discuss parameters for what items belong on the consent agenda and then agree to using the tool.

Renz provides two guidelines for boards that want to consider using such a strategy:

1. *Use consent agendas* only after determining all board members understand the purpose of the

practice and agree to its use.

2. *Accept the responsibility that comes with using a consent agenda.* This means board members put adequate time into meeting preparation. "Obviously, if members do not read the background information on the consent agenda prior to the meeting, they cannot responsibly agree to the inclusion of any particular item on the consent agenda," Renz said.

Here's why thoroughly reviewing consent agenda materials in advance of meetings is important: When board members approve a consent agenda item that includes an important legal, financial or program item without having prepared fully for the meeting, the board can expose itself and the organization to liability, Renz said. ■

Identify essential tasks for board, administrator

One method for identifying who does what in the area of board and administrator responsibilities is for the parties to discuss respective roles. By defining responsibilities, the board and administrator team can prevent intrusion into the other's job.

It's worth making the time to do this, because when roles are clearly drawn, the board and administrator relationship remains strong.

A Texas board includes this in a board policy by stating the five essential tasks, or roles, for both the board and administrator.

The five most essential tasks, or roles, of the board:

1. Adopt goals and priorities for the organization and

monitor success in achieving them.

2. Adopt policies that govern the organization and review these policies for effectiveness.
3. Hire an administrator to manage the organization and evaluate the administrator's effectiveness.
4. Adopt an annual budget for the organization.
5. Delegate management responsibilities to the administrator.

The five most essential tasks, or roles, of the administrator are:

1. Accept administrative responsibility and leadership for the planning, operation, supervision, and

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Continued from previous page

- evaluation of the programs, services, and facilities of the organization.
- 2. Accept authority and responsibility for the assignment and evaluation of personnel and make decisions regarding employment and termination of employees.

- 3. Prepare and submit a proposed budget to the board.
- 4. Recommend policies to be adopted by the board and develop administrative procedures to implement those policies.
- 5. Provide leadership for the attainment of the organization's goals. ■

Formulate motions in advance to speed decision-making

To speed up the board's decision-making process, at either board or committee meetings, consider writing meeting motions ahead of time. With a pre-written motion, the group can move on to discussion, a second of the motion, and the vote in an efficient manner.

Here's an example. Notice how the format lends itself to use when writing the meeting minutes. ■

Agenda

Motion:							
Because of an increasing need to keep the organization's name before the community to increase support, we hereby create a Public Relations subcommittee of the board. Chair will be Amy Jones. Committee chair Jones may invite other board members to serve on the committee, along with interested organization supporters and stakeholders. The executive director will be an ad-hoc committee member.							
Board Members							
	1	2	3	4	5	6	7
Second							
Ayes							
Nays							
Abstains							

Carried

Failed

Minutes

Motion:							
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Board Members							
	1	2	3	4	5	6	7
Second	X						
Ayes	X	X		X		X	X
Nays			X		X		
Abstains							

Carried

Failed



Placentia Library District

TO: Elizabeth Minter, Library Director

FROM: Vernon Napier, Technical Services Manager

DATE: May 29, 2007

SUBJECT: Technology Report for April 2007

The critical event this past month was the demise of the library's main server.

Several days prior to my departure on vacation, one of our server's 6 hard drives crashed. Although these particular hard drives are now out of production, we managed to locate a used one in working order, and restarted the system. However, we took the event as a harbinger of things to come and ordered a replacement server "just in case". A second hard drive failed a few days later and crashed the system beyond repair.

Over a period of several days (and nights) the new server was installed, configured and loaded with previously backed up data. During this time the public and staff had no or reduced access to computer services. Numerous minor problems continued over several weeks, but it appears that everything is now back to normal.

Throughout this entire episode I was in England, so it fell to Katie Matas to provide staff input to the recovery process. I wish to commend her fine efforts.

Most importantly, I need to acknowledge the commitment and professionalism of PKorp Associates. Peter and Patrick worked many days and some nights in order to get the library back on its I.T. feet. And then, having exerted themselves to get us running again, they donated the new server (valued at \$3000) to the library!



LIBRARY WEBSITE TRAFFIC FOR THE FISCAL YEAR 2006-2007 THROUGH THE MONTH OF APRIL 2007

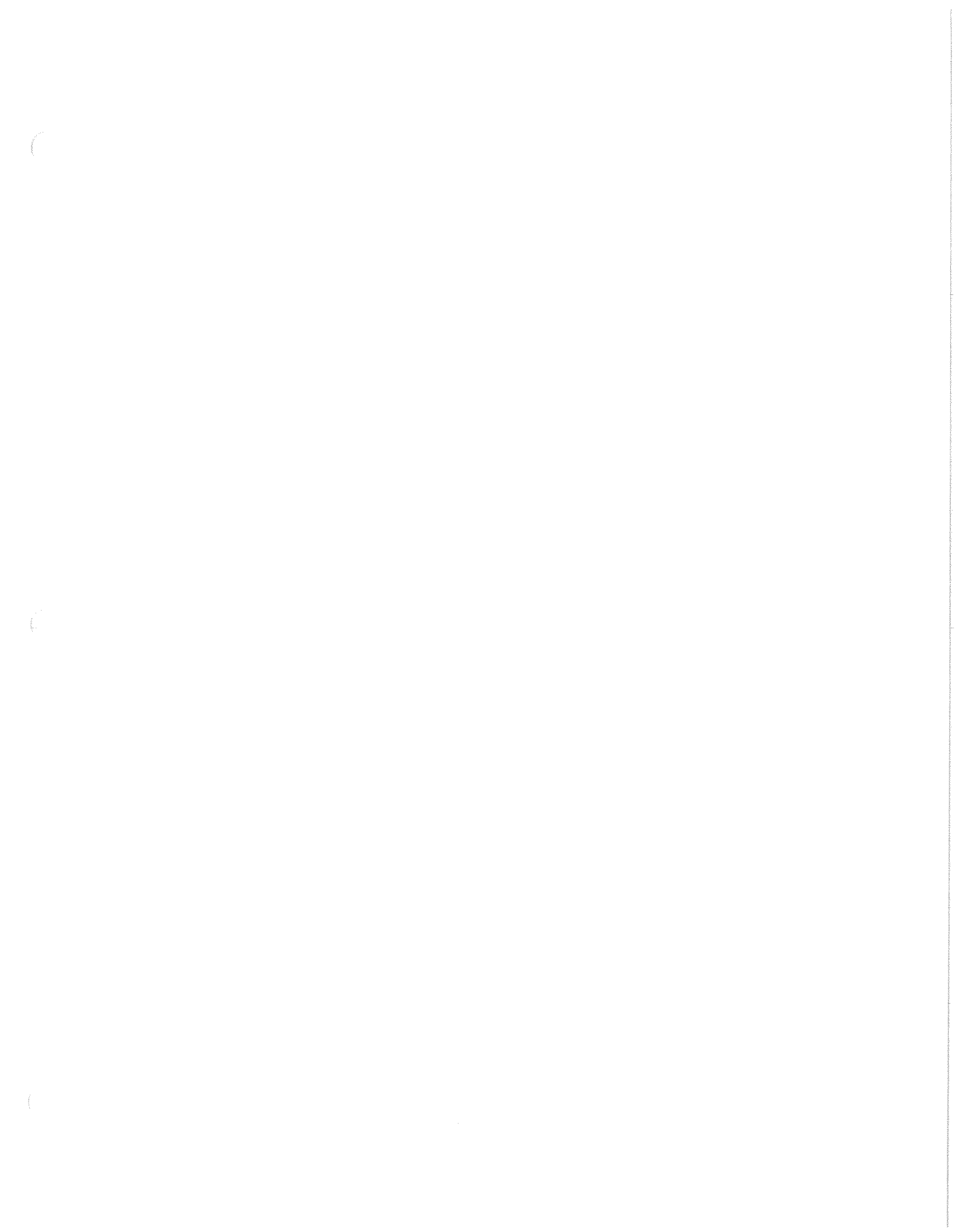
Prepared by Vernon Napier, Technical Services Manager

	May06	Jun06	Jul06	Aug06	Sep06	Oct06	Nov06	Dec06	Mar07	Apr07	Y-T-D	Average
Unique visitors	1,589	1,822	1,865	1,910	1,832	2,035	2,032	1,926	2,569	2,388	19,968	1,997
Number of visits (visits per visitor)	2,555	2,966	2,987	3,135	3,062	3,469	3,441	3,056	4,317	4,000	32,988	3,299
Pages visited (pages per visit)	15,949	15,091	16,047	15,571	18,913	23,774	22,888	17,544	20,338	18,835	184,950	18,495
	6.24	5.08	5.37	4.96	6.17	6.85	6.65	5.74	4.71	4.70		5.65
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Community links	63	70	75	85	53	71	55	51	66	57	646	65
Contact Us	150	122	108	140	108	150	207	118	150	162	1,415	142
Frequently Asked Questions	298	223	255	313	266	265	189	183	242	261	2,495	250
Home page	10,582	10,915	12,657	11,394	14,827	18,988	18,073	13,739	14,543	13,008	138,726	13,873
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Passport applications	256	214	197	205	182	241	175	178	546	444	2,638	264
Photos (pick of the pics)	n/a	n/a	n/a	126	141	173	135	96	159	115	945	135
Searching for Information	337	332	385	37	474	543	642	381	670	626	4,427	443

ON-LINE REFERENCE USAGE FOR THE FISCAL YEAR 2006-2007 THROUGH THE MONTH OF APRIL 2007

Prepared by Vernon Napier, Technical Services Manager

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Usage statistics for												
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Opposing Viewpoints	334	43	50	32	92	62	27	95	51	94	58	17
Newsbank -Newspaper search	13	30	25	6	23	8	52	70	12	6	73	89
Newsbank -Magazine search	0	0	0	0	0	0	2	2	0	0	0	0
L.A Times	35	7	2	0	0	6	9	8	0	6	23	6
Wall Street Journal	13	0	0	47	218	381	6	5	8	20	72	35
Heritage Quest	866	1320	1673	1308	1966	6120	8363	5067	9211	2087	2127	7756
Learning Express (Learn a test)	5	3	3	5	1	2	2	2	13	7	11	14
Novelist	127	4	44	0	0	175	1	4	9	1	1	2
Tumblebooks	12	177	69	81	252	139	421	864	441	465	388	358
MorningStar	-	-	-	-	135	4	15	38	39	303	322	362
Value Line	-	-	-	-	-	-	-	-	-	195	30	65



Placencia Library District
Circulation Report - April 2007

	April	2007	April	2006	Y-T-D	Y-T-D	Y-T-D	2005-6	% change
1st Time Checkouts	18,200	15,415	160,198	157,930	1.4%				
Phone Renewals	958	1,587	9,328	10,629	-13.9%				
In-Building Renewals	840	408	5,241	4,856	7.3%				
TOTAL CHECKOUTS	19,998	17,410	174,767	173,415	0.8%				
On-Time Checkins	20,611	17,620	177,519	173,991	2.0%				
Late Checkins	1,482	1,619	11,639	11,511	1.1%				
TOTAL CHECKINS	22,093	19,239	189,158	185,502	1.9%				
Holdis Placed	607	560	5,241	5,231	0.2%				
Holdis Cancelled	7	44	146	208	-42.5%				
Holdis Filled	456	389	4,071	4,188	-2.9%				
NEW PATRON REGISTRATIONS	340	395	3,407	6,522	-91.4%				
CIRCULATION BY TYPE OF MATERIAL									
Adult Print	6,568	6,020	61,144	62,147	-1.6%				
Juvenile Print	8,908	7,413	75,516	75,225	0.4%				
Audio	1,269	1,051	11,294	11,587	-2.6%				
Visual	5,010	3,480	41,336	34,358	16.9%				
TOTAL CIRCULATION	21,755	17,964	189,290	183,317	3.2%				
CIRCULATION BY PLACE OF RESIDENCE									
To Placencia residents	12,075	10,744	107,294	109,062	-1.6%				
To Anaheim residents	4,231	2,900	31,636	30,853	2.5%				
To residents outside Tri-City	5,449	4,320	50,360	43,402	13.8%				
TYPES OF ACTIVE BORROWERS									
Adult	16,064	13,378							
Young Adult	376	348							
Juvenile	3,341	2,873							
New Borrower	1,266	905							
Other (staff)	405	454							
TOTAL ACTIVE BORROWERS *	21,452	17,958							
TOTAL REGISTERED BORROWERS **	31,446	24,756							
ATTENDANCE	63,647	47,302	498,332	373,514	25.0%				

* Active borrowers have used the Library this month

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



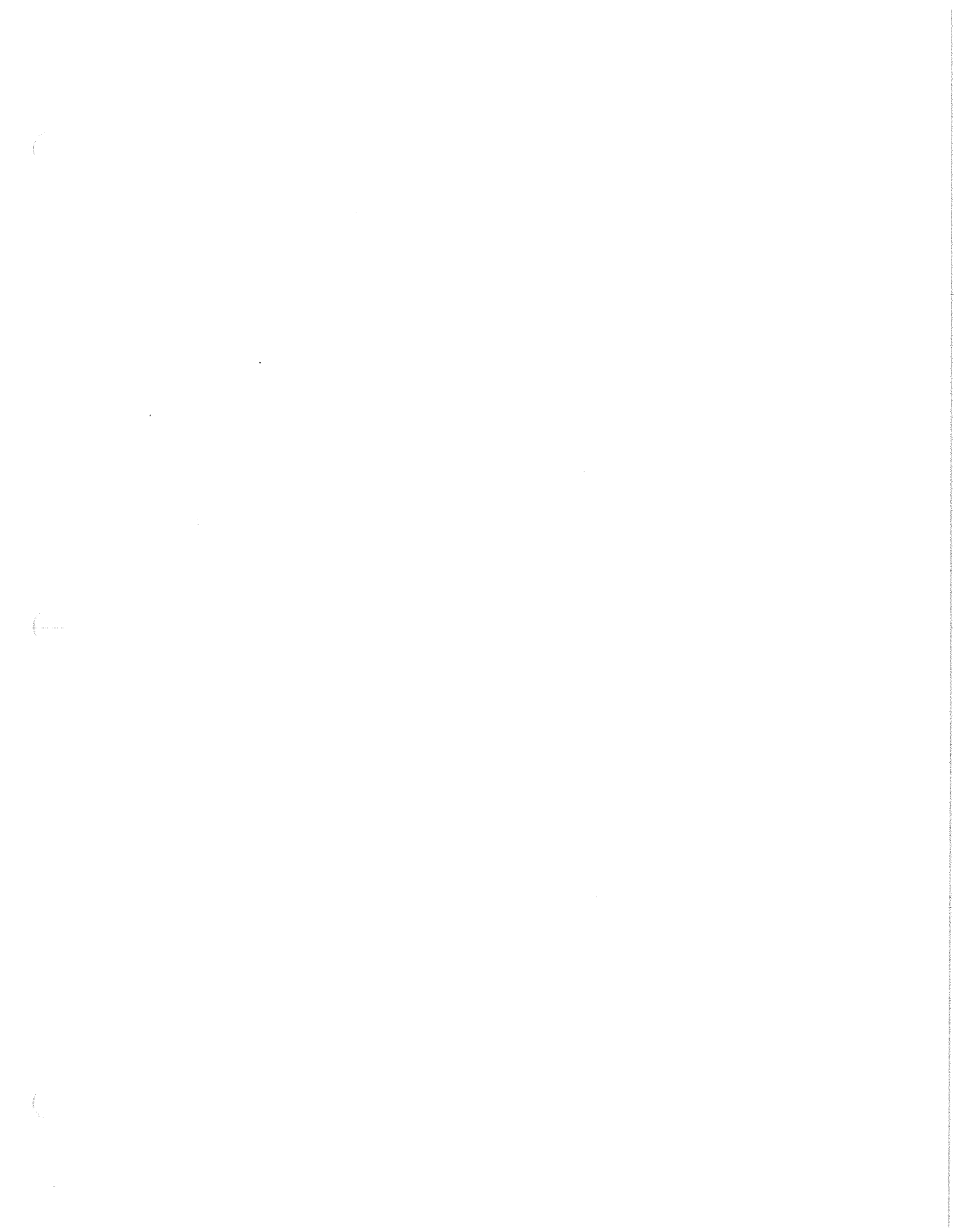
ACQUISITIONS REPORT FOR FISCAL YEAR 2006-2007 THROUGH THE MONTH OF APRIL 2007
 Prepared by Vernon Napier, Technical Services Manager

	GENERAL FUND			ADOPT-A-BOOK			TOTAL PURCHASED			DONATED			TOTAL ITEMS		
	Amount	Volumes	Titles	Amount	Volumes	Titles	Amount	Volumes	Titles	Value	Volumes	Titles	Amount	Volumes	Titles
Adult Fiction	\$22,303	1,502	1,182	\$5,140	325	262	\$27,443	1827	1444	\$716	31	31	\$28,159	1858	1475
Adult Circulating Non-Fiction	\$28,200	1,461	1,299	\$5,176	258	232	\$33,376	1719	1531	\$870	38	38	\$34,246	1757	1569
Adult Reference	\$9,774	113	72	\$449	15	15	\$10,223	128	87	\$139	6	6	\$10,361	134	93
Adult magazines	\$5,700	122	126	\$0	0	0	\$5,700	122	126	\$0	0	0	\$5,700	122	126
Adult on-line databases	\$46,041	10	12	\$0	0	0	\$46,041	10	12	\$0	0	0	\$46,041	10	12
Total Adult Non-Fiction	\$89,715	1706	1509	\$5,625	273	247	\$95,340	1979	1756	\$1,009	44	44	\$96,349	2023	1800
TOTAL ADULT PRINT MATERIALS	\$112,018	3208	2691	\$10,765	598	509	\$122,783	3806	3200	\$1,725	75	75	\$124,508	3881	3275
Adult Music CDs	\$6,792	371	356	\$695	40	40	\$7,486	411	396	\$0	0	0	\$7,486	411	396
Adult Audio Books (incl. Overdrive)	\$16,824	214	214	\$2,104	29	29	\$18,929	243	243	\$0	0	0	\$18,929	243	243
Adult DVDs	\$20,580	974	915	\$3,266	110	91	\$23,846	1084	1006	\$163	7	7	\$24,009	1091	1013
TOTAL ADULT NON-PRINT MATERIALS	\$44,195	1559	1485	\$6,066	179	160	\$50,261	1738	1645	\$163	7	7	\$50,424	1745	1652
TOTAL ADULT MATERIALS	\$156,214	4767	4176	\$16,831	777	669	\$173,044	5,544	4,845	\$1,888	82	82	\$174,932	5,626	4,927
Juvenile Fiction	\$7,377	1,172	794	\$921	128	94	\$8,297	1300	888	\$368	36	36	\$8,666	1336	924
Juvenile Circulating Non-Fiction	\$6,858	352	309	\$252	11	9	\$7,110	363	318	\$1,586	69	69	\$8,696	432	387
Juvenile Reference	\$2,205	10	10	\$0	0	0	\$2,205	32	10	\$0	0	0	\$2,205	32	10
Juvenile Magazines	\$26	8	8	\$0	0	0	\$26	8	8	\$0	0	0	\$26	8	8
Juvenile on-line databases	\$399	1	1	\$0	0	0	\$399	1	1	\$0	0	0	\$399	1	1
Total Junior Non-Fiction	\$9,488	393	328	\$252	11	9	\$9,740	404	337	\$1,586	69	69	\$11,325	473	406
TOTAL JUVENILE PRINT MATERIALS	\$16,865	1,565	1,122	\$1,173	139	103	\$18,037	1,704	1,225	\$1,954	105	105	\$19,991	1,809	1,330
Juvenile Music CDs	\$280	20	20	\$0	0	0	\$280	20	20	\$0	0	0	\$280	20	20
Juvenile Audio Books	\$18	0	0	\$0	0	0	\$18	0	0	\$0	0	0	\$18	0	0
Juvenile DVDs	\$10,968	599	503	\$153	6	3	\$11,120	605	506	\$485	24	18	\$11,606	629	524
TOTAL JUVENILE NON-PRINT MATERIALS	\$11,285	619	523	\$153	6	3	\$11,418	625	526	\$485	24	18	\$11,903	649	544
TOTAL JUVENILE MATERIALS	\$28,130	2184	1645	\$1,325	145	106	\$29,455	2329	1751	\$2,439	129	123	\$31,894	2458	1874
Total Fiction	\$29,680	2674	1976	\$6,061	453	356	\$35,741	3127	2332	\$1,084	67	67	\$36,824	3194	2399
Total Non-Fiction	\$89,203	2099	1837	\$5,877	284	256	\$105,080	2383	2093	\$2,595	113	113	\$107,674	2496	2206
Total Music CDs	\$7,071	391	376	\$695	40	40	\$7,766	431	416	\$0	0	0	\$7,766	431	416
Total Audio Books	\$16,842	214	214	\$2,104	29	29	\$18,946	243	243	\$0	0	0	\$18,946	243	243
Total Video DVDs	\$31,547	1573	1418	\$3,419	116	94	\$34,967	1689	1512	\$648	31	25	\$35,615	1720	1537
TOTAL MATERIALS	\$184,343	6951	5821	\$18,156	922	775	\$202,499	7873	6596	\$4,327	211	205	\$206,826	8084	6801

General Fund
\$25,986

Outstanding Orders as of April 2007
Adopt-a-book
\$0

TOTAL
\$25,986



Placentia Library District

TO: Elizabeth Minter, Library Director

FROM: Vernon Napier, Technical Services Manager

DATE: May 29, 2007

SUBJECT: Technology Report for April 2007

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Adult Reference	\$9,774	113	72	\$449	15	15	\$10,223	128	87	\$139	6	6	\$10,361	134	93
Adult magazines	\$5,700	122	126	\$0	0	0	\$5,700	122	126	\$0	0	0	\$5,700	122	126
Adult on-line databases	\$46,041	10	12	\$0	0	0	\$46,041	10	12	\$0	0	0	\$46,041	10	12
Total Adult Non-Fiction	\$89,715	1706	1509	\$5,625	273	247	\$95,340	1979	1756	\$1,009	44	44	\$96,349	2023	1800
TOTAL ADULT PRINT MATERIALS	\$112,018	3208	2691	\$10,785	598	509	\$122,783	3806	3200	\$1,725	75	75	\$124,508	3881	3275
Adult Music CDs	\$6,792	371	356	\$695	40	40	\$7,486	411	396	\$0	0	0	\$7,486	411	396
Adult Audio Books (incl. Overdrive)	\$16,824	214	214	\$2,104	29	29	\$18,929	243	243	\$0	0	0	\$18,929	243	243
Adult DVDs	\$20,580	974	915	\$3,266	110	91	\$23,846	1084	1006	\$163	7	7	\$24,009	1091	1013
TOTAL ADULT NON-PRINT MATERIALS	\$44,195	1559	1485	\$6,066	179	160	\$50,261	1738	1645	\$163	7	7	\$50,424	1745	1652
TOTAL ADULT MATERIALS	\$156,214	4767	4176	\$16,831	777	669	\$173,044	5,544	4,845	\$1,888	82	82	\$174,932	5,626	4,927
Juvenile Fiction	\$7,377	1,172	794	\$921	128	94	\$8,297	1300	888	\$368	36	36	\$8,666	1336	924
Juvenile Circulating Non-Fiction	\$6,858	362	309	\$252	11	9	\$7,110	363	318	\$1,586	69	69	\$8,696	432	387
Juvenile Reference	\$2,205	32	10	\$0	0	0	\$2,205	32	10	\$0	0	0	\$2,205	32	10
Juvenile Magazines	\$26	8	8	\$0	0	0	\$26	8	8	\$0	0	0	\$26	8	8
Juvenile on-line databases	\$399	1	1	\$0	0	0	\$399	1	1	\$0	0	0	\$399	1	1
Total Junior Non-Fiction	\$9,488	393	328	\$252	11	9	\$9,740	404	337	\$1,586	69	69	\$11,325	473	406
TOTAL JUVENILE PRINT MATERIALS	\$16,865	1,565	1,122	\$1,173	139	103	\$18,037	1,704	1,225	\$1,954	105	105	\$19,991	1,809	1,330
Juvenile Music CDs	\$280	20	20	\$0	0	0	\$280	20	20	\$0	0	0	\$280	20	20
Juvenile Audio Books	\$18	0	0	\$0	0	0	\$18	0	0	\$0	0	0	\$18	0	0
Juvenile DVDs	\$10,968	599	503	\$153	6	3	\$11,120	605	506	\$485	24	18	\$11,605	629	524
TOTAL JUVENILE NON-PRINT MATERIALS	\$11,265	619	523	\$153	6	3	\$11,418	625	526	\$485	24	18	\$11,903	649	544
TOTAL JUVENILE MATERIALS	\$28,130	2184	1645	\$1,325	145	106	\$29,455	2329	1751	\$2,439	129	123	\$31,894	2458	1874
Total Fiction	\$29,880	2674	1976	\$6,061	453	356	\$35,741	3127	2332	\$1,084	67	67	\$36,824	3194	2399
Total Non-Fiction	\$99,203	2099	1837	\$5,877	284	256	\$105,080	2383	2093	\$2,595	113	113	\$107,674	2496	2206
Total Music CDs	\$7,071	391	376	\$695	40	40	\$7,766	431	416	\$0	0	0	\$7,766	431	416
Total Audio Books	\$16,842	214	214	\$2,104	29	29	\$18,946	243	243	\$0	0	0	\$18,946	243	243
Total Video DVDs	\$31,547	1573	1418	\$3,419	115	94	\$34,967	1689	1512	\$648	31	25	\$35,615	1720	1537
TOTAL MATERIALS	\$184,343	6951	5821	\$18,156	922	773	\$202,499	7873	6596	\$4,327	211	205	\$206,826	8084	6801

General Fund
\$25,986

Outstanding Orders as of April 2007
Adopt-a-book
\$0

TOTAL
\$25,986

Placentia Library District

TO: Elizabeth Minter, Library Director
FROM: Vernon Napier, Technical Services Manager
DATE: May 29, 2007
SUBJECT: Technology Report for April 2007

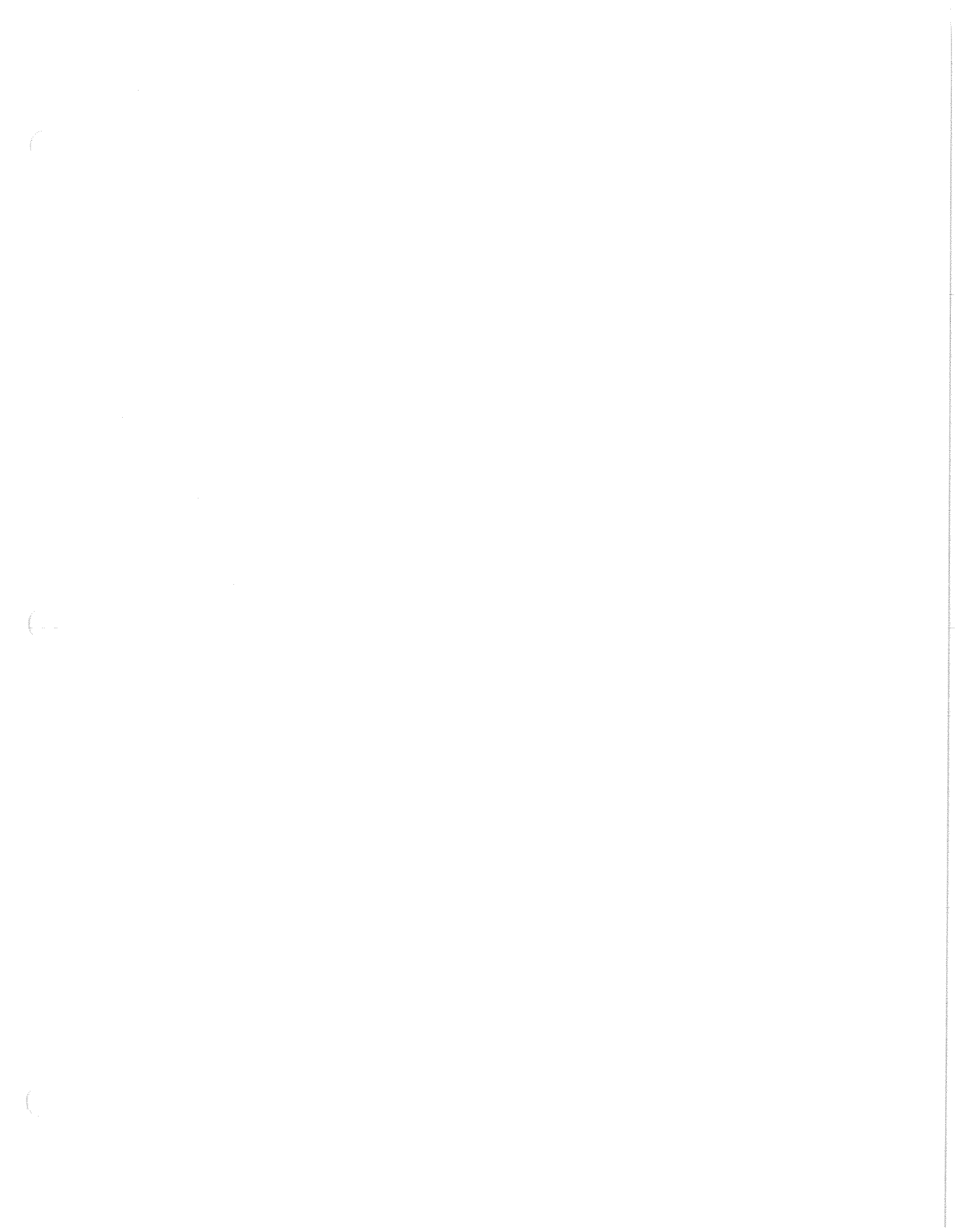


The critical event this past month was the demise of the Library's main server. Several days prior to my departure on vacation, one of our server's 6 hard drives crashed. Although these particular hard drives are now out of production, we managed to locate a used one in working order, and restarted the system. However, we took the event as a harbinger of things to come and ordered a replacement server "just in case". A second hard drive failed a few days later and crashed the system beyond repair.

Over a period of several days (and nights) the new server was installed, configured and loaded with previously backed up data. During this time the public and staff had no or reduced access to computer services. Numerous minor problems continued over several weeks, but it appears that everything is now back to normal.

Throughout this entire episode I was in England, so it fell to Katie Matas to provide staff input to the recovery process. I wish to commend her fine efforts.

Most importantly, I need to acknowledge the commitment and professionalism of PKorp Associates. Peter and Patrick worked many days and some nights in order to get the Library back on its I.T. feet. And then, having exerted themselves to get us running again, they donated the new server (valued at \$3000) to the Library!



LIBRARY WEBSITE TRAFFIC FOR THE FISCAL YEAR 2006-2007 THROUGH THE MONTH OF APRIL 2007

Prepared by Vernon Napier, Technical Services Manager

	May06	Jun06	Jul06	Aug06	Sep06	Oct06	Nov06	Dec06	Mar07	Apr07	Y-T-D	Average
Unique visitors	1,589	1,822	1,865	1,910	1,832	2,035	2,032	1,926	2,569	2,388	19,968	1,997
Number of visits (visits per visitor)	2,555 1.60	2,966 1.62	2,987 1.60	3,135 1.64	3,062 1.67	3,469 1.70	3,441 1.69	3,056 1.58	4,317 1.68	4,000 1.67	32,988	3,299
Pages visited (pages per visit)	15,949 6.24	15,091 5.08	16,047 5.37	15,571 4.96	18,913 6.17	23,774 6.85	22,888 6.65	17,544 5.74	20,338 4.71	18,835 4.70	184,950	18,495
Pages most viewed												
Application for library card	96	69	40	46	0	0	0	62	0	57	370	37
Borrowing library materials	127	136	116	538	122	216	157	96	164	135	1,807	181
Calendar	290	298	228	408	252	187	125	2	174	122	2,086	209
Catalog	2,118	502	662	673	628	820	1,119	810	491	604	8,427	843
Community links	63	70	75	85	53	71	55	51	66	57	646	65
Contact Us	150	122	108	140	108	150	207	118	150	162	1,415	142
Frequently Asked Questions	298	223	255	313	266	265	189	183	242	261	2,495	250
Home page	10,582	10,915	12,657	11,394	14,827	18,988	18,073	13,739	14,543	13,008	138,726	13,873
Kids page	109	233	111	191	277	155	238	401	206	178	2,099	210
Literacy services	66	57	71	106	70	122	72	42	77	83	766	77
Passport applications	256	214	197	205	182	241	175	178	546	444	2,638	264
Photos (pick of the pics)	n/a	n/a	n/a	126	141	173	135	96	159	115	945	135
Searching for Information	337	332	385	37	474	543	642	381	670	626	4,427	443

ON-LINE REFERENCE USAGE FOR THE FISCAL YEAR 2006-2007 THROUGH THE MONTH OF APRIL 2007

Prepared by Vernon Napier, Technical Services Manager

	May '06	Jun '06	Jul '06	Aug '06	Sept '06	Oct '06	Nov '06	Dec '06	Jan '07	Feb '07	Mar '07	Apr '07
Usage statistics for												
General Reference Center	78	82	94	39	111	104	99	81	39	82	13	25
Opposing Viewpoints	334	43	50	32	92	62	27	95	51	94	58	17
Newsbank -Newspaper search	13	30	25	6	23	8	52	70	12	6	73	89
Newsbank -Magazine search	0	0	0	0	0	0	2	2	0	0	0	0
L.A Times	35	7	2	0	0	6	9	8	0	6	23	6
Wall Street Journal	13	0	0	47	218	381	6	5	8	20	72	35
Heritage Quest	866	1320	1673	1308	1966	6120	8363	5067	9211	2087	2127	7756
Learning Express (Learn a test)	5	3	3	5	1	2	2	2	13	7	11	14
Novelist	127	4	44	0	0	175	1	4	9	1	1	2
Tumblebooks	12	177	69	81	252	139	421	864	441	465	388	358
MorningStar	-	-	-	-	135	4	15	38	39	303	322	362
Value Line	-	-	-	-	-	-	-	-	-	195	30	65

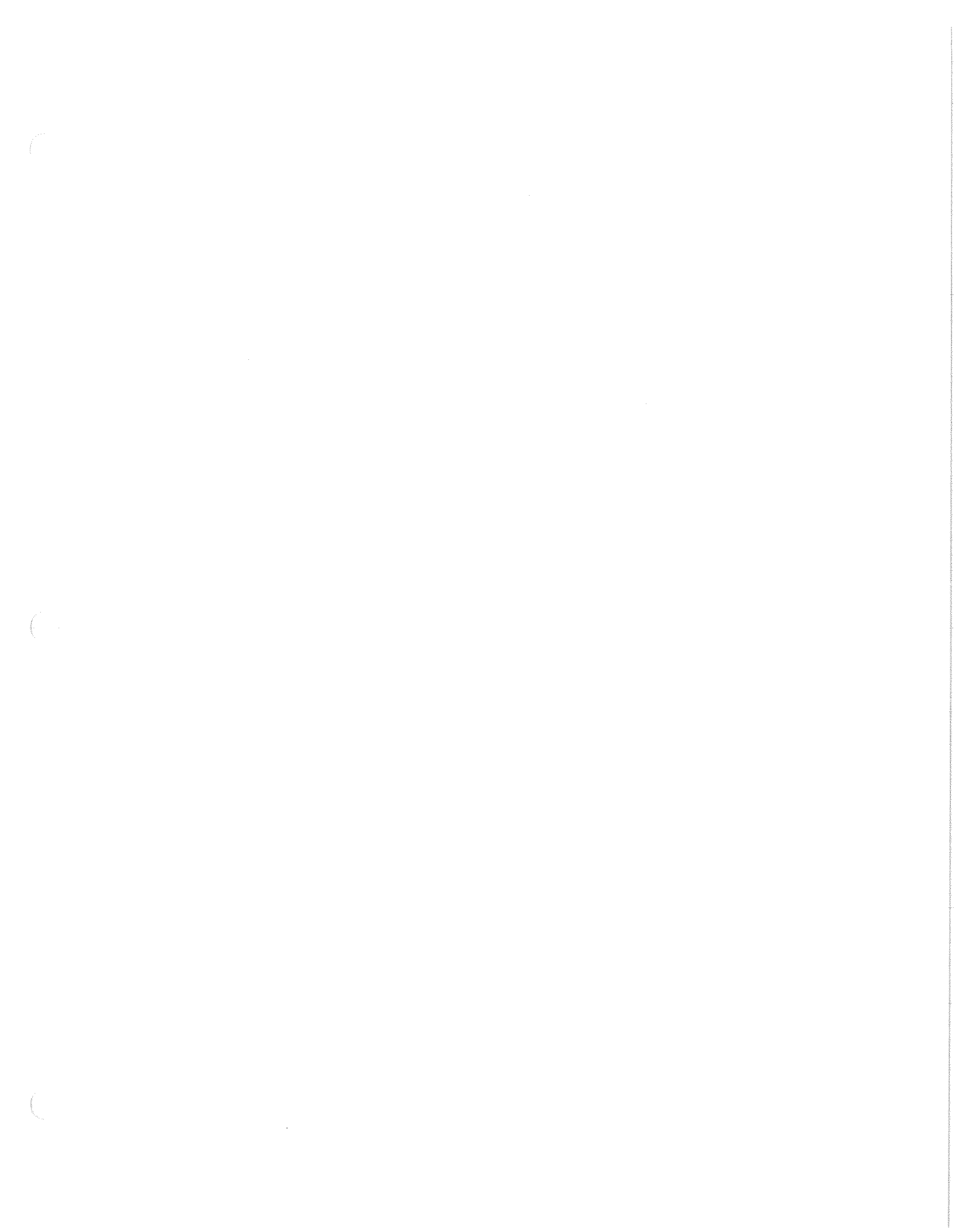


Placentia Library District
Circulation Report - April 2007

	April 2007	April 2006	Y-T-D 2006-7	Y-T-D 2005-6	% change
1st Time Checkouts	18,200	15,415	160,198	157,930	1.4%
Phone Renewals	958	1,587	9,328	10,629	-13.9%
In-Building Renewals	840	408	5,241	4,856	7.3%
TOTAL CHECKOUTS	19,998	17,410	174,767	173,415	0.8%
On-Time Checkins	20,611	17,620	177,519	173,991	2.0%
Late Checkins	1,482	1,619	11,639	11,511	1.1%
TOTAL CHECKINS	22,093	19,239	189,158	185,502	1.9%
Holdis Placed	607	560	5,241	5,231	0.2%
Holdis Cancelled	7	44	146	208	-42.5%
Holdis Filled	456	389	4,071	4,188	-2.9%
NEW PATRON REGISTRATIONS	340	395	3,407	6,522	-91.4%
CIRCULATION BY TYPE OF MATERIAL					
Adult Print	6,568	6,020	61,144	62,147	-1.6%
Juvenile Print	8,908	7,413	75,516	75,225	0.4%
Audio	1,269	1,051	11,294	11,587	-2.6%
Visual	5,010	3,480	41,336	34,358	16.9%
TOTAL CIRCULATION	21,755	17,964	189,290	183,317	3.2%
CIRCULATION BY PLACE OF RESIDENCE					
To Placentia residents	12,075	10,744	107,294	109,062	-1.6%
To Anaheim residents	4,231	2,900	31,636	30,853	2.5%
To residents outside Tri-City	5,449	4,320	50,360	43,402	13.8%
TYPES OF ACTIVE BORROWERS					
Adult	16,064	13,378			
Young Adult	376	348			
Juvenile	3,341	2,873			
New Borrower	1,266	905			
Other (staff)	405	454			
TOTAL ACTIVE BORROWERS *	21,452	17,958			
TOTAL REGISTERED BORROWERS **	31,446	24,756			
ATTENDANCE	63,647	47,302	498,332	373,514	25.0%

* Active borrowers have used the Library this month

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



ACQUISITIONS REPORT FOR FISCAL YEAR 2006-2007 THROUGH THE MONTH OF APRIL 2007
 Prepared by Vernon Napier, Technical Services Manager

	GENERAL FUND			ADOPT-A-BOOK			TOTAL PURCHASED			DONATED			TOTAL ITEMS		
	Amount	Volumes	Titles	Amount	Volumes	Titles	Amount	Volumes	Titles	Value	Volumes	Titles	Amount	Volumes	Titles
Adult Fiction	\$22,303	1,502	1,182	\$5,140	325	262	\$27,443	1827	1444	\$716	31	31	\$28,159	1858	1475
Adult Circulating Non-Fiction	\$28,200	1,461	1,299	\$5,176	258	232	\$33,376	1719	1531	\$870	38	38	\$34,246	1757	1569
Adult Reference	\$9,774	113	72	\$449	15	15	\$10,223	128	87	\$139	6	6	\$10,361	134	93
Adult magazines	\$5,700	122	126	\$0	0	0	\$5,700	122	126	\$0	0	0	\$5,700	122	126
Adult on-line databases	\$46,041	10	12	\$0	0	0	\$46,041	10	12	\$0	0	0	\$46,041	10	12
Total Adult Non-Fiction	\$89,715	1706	1509	\$5,625	273	247	\$95,340	1979	1756	\$1,009	44	44	\$96,349	2023	1800
TOTAL ADULT PRINT MATERIALS	\$112,018	3208	2691	\$10,755	598	509	\$122,783	3806	3200	\$1,725	75	75	\$124,508	3881	3275
Adult Music CDs	\$6,792	371	356	\$695	40	40	\$7,486	411	396	\$0	0	0	\$7,486	411	396
Adult Audio Books (incl. Overdrive)	\$16,824	214	214	\$2,104	29	29	\$18,929	243	243	\$0	0	0	\$18,929	243	243
Adult DVDs	\$20,580	974	915	\$3,266	110	91	\$23,846	1084	1006	\$163	7	7	\$24,009	1091	1013
TOTAL ADULT NON-PRINT MATERIALS	\$44,195	1559	1485	\$6,066	179	160	\$50,261	1738	1645	\$163	7	7	\$50,424	1745	1652
TOTAL ADULT MATERIALS	\$156,214	4767	4176	\$16,831	777	669	\$173,044	5,544	4,845	\$1,888	82	82	\$174,932	5,626	4,927
Juvenile Fiction	\$7,377	1,172	794	\$921	128	94	\$8,297	1300	888	\$368	36	36	\$8,665	1336	924
Juvenile Circulating Non-Fiction	\$6,858	352	309	\$252	11	9	\$7,110	363	318	\$1,586	69	69	\$8,696	432	387
Juvenile Reference	\$2,205	32	10	\$0	0	0	\$2,205	32	10	\$0	0	0	\$2,205	32	10
Juvenile Magazines	\$26	8	8	\$0	0	0	\$26	8	8	\$0	0	0	\$26	8	8
Juvenile on-line databases	\$399	1	1	\$0	0	0	\$399	1	1	\$0	0	0	\$399	1	1
Total Junior Non-Fiction	\$9,488	393	328	\$252	11	9	\$9,740	404	337	\$1,586	69	69	\$11,325	473	406
TOTAL JUVENILE PRINT MATERIALS	\$16,865	1,565	1,122	\$1,173	139	103	\$18,037	1,704	1,225	\$1,954	105	105	\$19,991	1,809	1,330
Juvenile Music CDs	\$280	20	20	\$0	0	0	\$280	20	20	\$0	0	0	\$280	20	20
Juvenile Audio Books	\$18	0	0	\$0	0	0	\$18	0	0	\$0	0	0	\$18	0	0
Juvenile DVDs	\$10,968	599	503	\$153	6	3	\$11,120	605	506	\$485	24	18	\$11,605	629	524
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Total Fiction	\$29,680	2674	1976	\$6,061	453	356	\$35,741	3127	2332	\$1,084	67	67	\$36,824	3194	2399
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Total Audio Books	\$16,842	214	214	\$2,104	29	29	\$18,946	243	243	\$0	0	0	\$18,946	243	243
Total Video DVDs	\$31,547	1573	1418	\$3,419	116	94	\$34,967	1689	1512	\$648	31	25	\$35,615	1720	1537
TOTAL MATERIALS	\$184,343	6951	5821	\$18,156	922	775	\$202,499	7873	6566	\$4,327	211	205	\$206,826	8084	6801

General Fund
\$25,986

Outstanding Orders as of April 2007
Adopt-a-book
\$0

TOTAL
\$25,986

Placentia Library District

TO: Elizabeth Minter, Library Director

FROM: Vernon Napier, Technical Services Manager

DATE: May 29, 2007

SUBJECT: Technology Report for April 2007

The critical event this past month was the demise of the Library's main server.

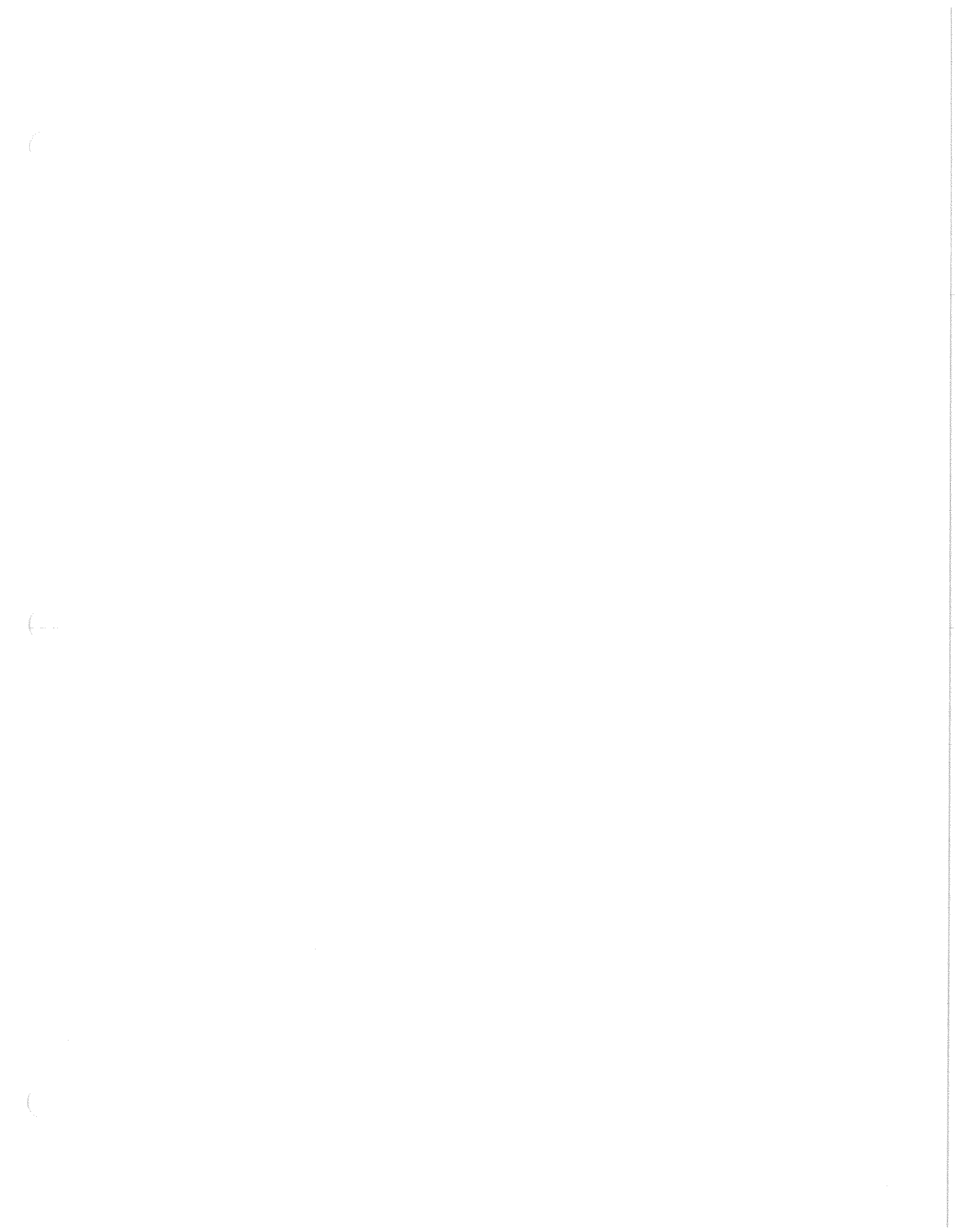
Several days prior to my departure on vacation, one of our server's 6 hard drives crashed.

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LIBRARY WEBSITE TRAFFIC FOR THE FISCAL YEAR 2006-2007 THROUGH THE MONTH OF APRIL 2007

Prepared by Vernon Napier, Technical Services Manager

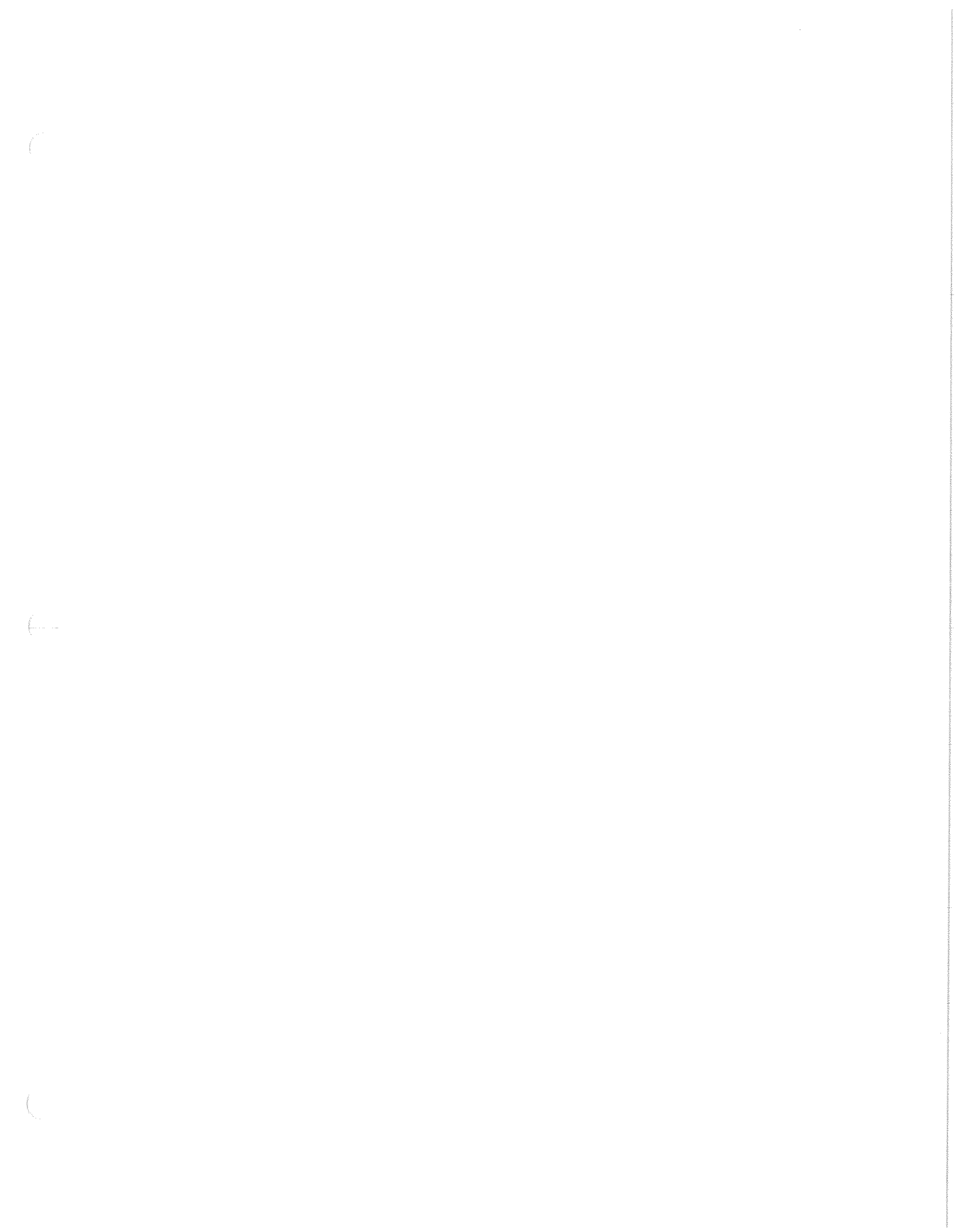
	May06	Jun06	Jul06	Aug06	Sep06	Oct06	Nov06	Dec06	Mar07	Apr07	Y-T-D	Average
Unique visitors	1,589	1,822	1,865	1,910	1,832	2,035	2,032	1,926	2,569	2,388	19,968	1,997
Number of visits (visits per visitor)	2,555	2,966	2,987	3,135	3,062	3,469	3,441	3,056	4,317	4,000	32,988	3,299
Pages visited (pages per visit)	15,949	15,091	16,047	15,571	18,913	23,774	22,888	17,544	20,338	18,835	184,950	18,495
	6.24	5.08	5.37	4.96	6.17	6.85	6.65	5.74	4.71	4.70		5.65
Pages most viewed												
Application for library card	96	69	40	46	0	0	0	62	0	57	370	37
Borrowing library materials	127	136	116	538	122	216	157	96	164	135	1,807	181
Calendar	290	298	228	408	252	187	125	2	174	122	2,086	209
Catalog	2,118	502	662	673	628	820	1,119	810	491	604	8,427	843
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ON-LINE REFERENCE USAGE FOR THE FISCAL YEAR 2006-2007 THROUGH THE MONTH OF APRIL 2007

Prepared by Vernon Napier, Technical Services Manager

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L.A Times	35	7	2	0	0	6	9	8	0	6	23	6
Wall Street Journal	13	0	0	47	218	381	6	5	8	20	72	35
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Learning Express (Learn a test)	5	3	3	5	1	2	2	2	13	7	11	14
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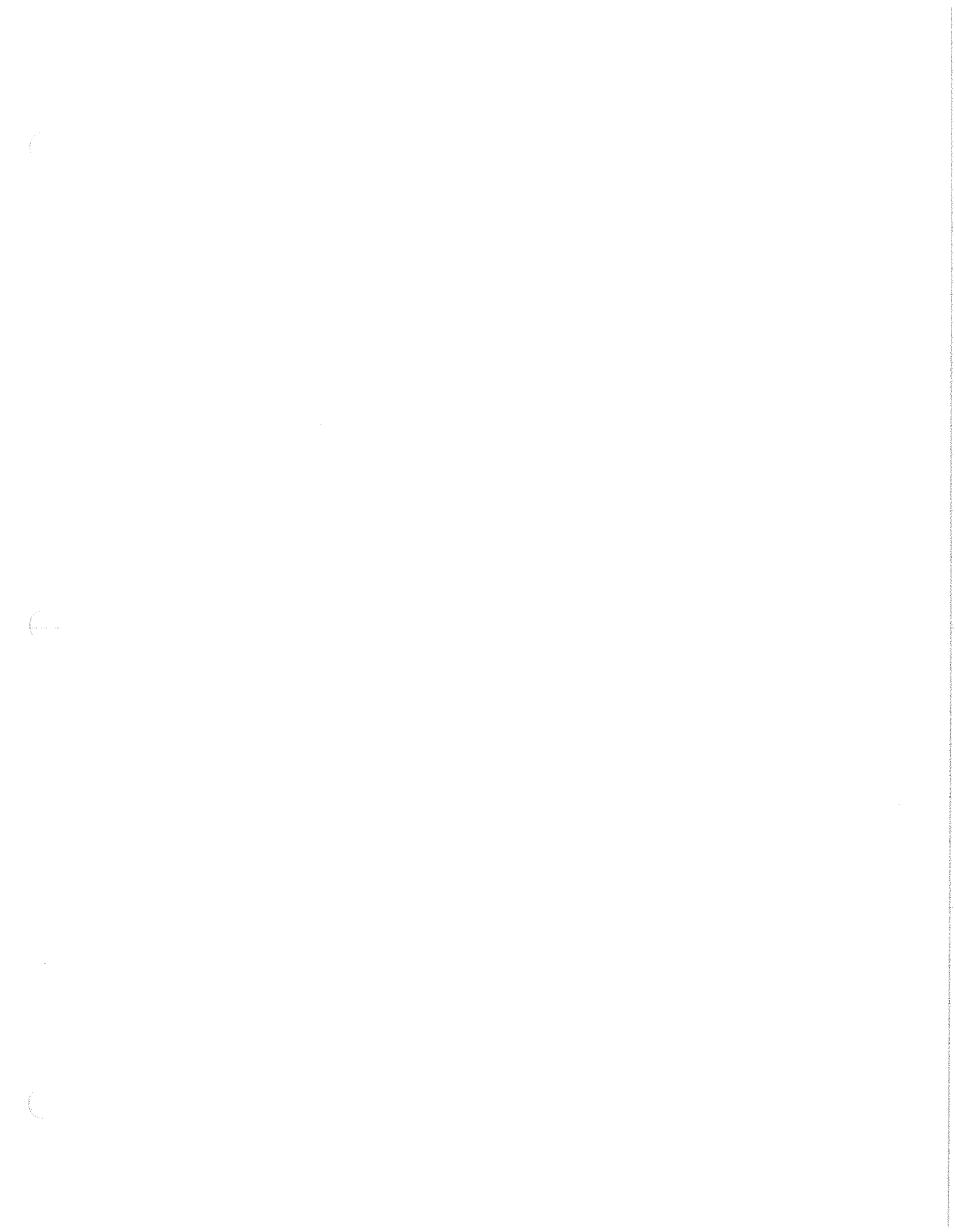


Placentia Library District
Circulation Report - April 2007

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1st Time Checkouts	18,200	15,415	160,198	157,930	1.4%
Phone Renewals	968	1,587	9,328	10,629	-13.9%
In-Building Renewals	840	408	5,241	4,856	7.3%
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To residents outside Tri-City	5,449	4,320	50,360	43,402	13.8%
TYPES OF ACTIVE BORROWERS					
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Young Adult	376	348			
Juvenile	3,341	2,873			
New Borrower	1,266	905			
Other (staff)	405	454			
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TOTAL REGISTERED BORROWERS **	31,446	24,756			
ATTENDANCE	69,647	47,302	498,332	373,514	25.0%

* Active borrowers have used the Library this month

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



ACQUISITIONS REPORT FOR FISCAL YEAR 2006-2007 THROUGH THE MONTH OF APRIL 2007
 Prepared by Vernon Napier, Technical Services Manager

	GENERAL FUND			ADPT-A-BOOK			TOTAL PURCHASED			DONATED			TOTAL ITEMS		
	Amount	Volumes	Titles	Amount	Volumes	Titles	Amount	Volumes	Titles	Value	Volumes	Titles	Amount	Volumes	Titles
Adult Fiction	\$22,303	1,502	1,182	\$5,140	325	262	\$27,443	1827	1444	\$716	31	31	\$28,159	1858	1475
Adult Circulating Non-Fiction	\$28,200	1,481	1,299	\$5,176	258	232	\$33,376	1719	1551	\$870	38	38	\$34,246	1757	1589
Adult Reference	\$9,774	113	72	\$449	15	15	\$10,223	128	87	\$139	6	6	\$10,361	134	93
Adult magazines	\$5,700	122	126	\$0	0	0	\$5,700	122	126	\$0	0	0	\$5,700	122	126
Adult on-line databases	\$46,041	10	12	\$0	0	0	\$46,041	10	12	\$0	0	0	\$46,041	10	12
Total Adult Non-Fiction	\$89,715	1706	1509	\$5,625	273	247	\$95,340	1979	1756	\$1,009	44	44	\$96,349	2023	1800
TOTAL ADULT PRINT MATERIALS	\$112,018	3208	2691	\$10,765	598	509	\$122,783	3806	3200	\$1,725	75	75	\$124,508	3881	3275
Adult Music CDs	\$6,792	371	356	\$695	40	40	\$7,486	411	396	\$0	0	0	\$7,486	411	396
Adult Audio Books (incl. Overdrive)	\$16,824	214	214	\$2,104	29	29	\$18,929	243	243	\$0	0	0	\$18,929	243	243
Adult DVDs	\$20,580	974	915	\$3,266	110	91	\$23,846	1084	1006	\$163	7	7	\$24,009	1091	1013
TOTAL ADULT NON-PRINT MATERIALS	\$44,195	1559	1485	\$6,066	179	160	\$50,261	1738	1645	\$163	7	7	\$50,424	1745	1652
TOTAL ADULT MATERIALS	\$156,214	4767	4176	\$16,831	777	669	\$173,044	5,544	4,845	\$1,888	82	82	\$174,932	5,626	4,927
Juvenile Fiction	\$7,377	1,172	794	\$921	128	94	\$8,297	1300	888	\$368	36	36	\$8,666	1336	924
Juvenile Circulating Non-Fiction	\$6,858	352	309	\$252	11	9	\$7,110	363	318	\$1,586	69	69	\$8,696	432	387
Juvenile Reference	\$2,205	32	10	\$0	0	0	\$2,205	32	10	\$0	0	0	\$2,205	32	10
Juvenile Magazines	\$399	8	8	\$0	0	0	\$399	8	8	\$0	0	0	\$399	8	8
Juvenile on-line databases	\$9,488	383	328	\$252	11	9	\$9,740	404	337	\$1,586	69	69	\$11,325	473	406
Total Junior Non-Fiction	\$16,865	1,565	1,122	\$1,173	139	103	\$18,037	1,704	1,225	\$1,954	105	105	\$19,991	1,809	1,330
TOTAL JUVENILE PRINT MATERIALS	\$16,865	1,565	1,122	\$1,173	139	103	\$18,037	1,704	1,225	\$1,954	105	105	\$19,991	1,809	1,330
Juvenile Music CDs	\$280	20	20	\$0	0	0	\$280	20	20	\$0	0	0	\$280	20	20
Juvenile Audio Books	\$18	0	0	\$0	0	0	\$18	0	0	\$0	0	0	\$18	0	0
Juvenile DVDs	\$10,968	599	503	\$153	6	3	\$11,120	605	506	\$485	24	18	\$11,606	629	524
TOTAL JUVENILE NON-PRINT MATERIALS	\$11,265	619	523	\$153	6	3	\$11,418	625	526	\$485	24	18	\$11,903	649	544
TOTAL JUVENILE MATERIALS	\$28,130	2184	1645	\$1,325	145	106	\$29,455	2329	1751	\$2,439	129	123	\$31,894	2458	1874
Total Fiction	\$29,880	2674	1976	\$6,061	453	356	\$35,741	3127	2332	\$1,084	67	67	\$36,824	3194	2399
Total Non-Fiction	\$99,203	2099	1837	\$5,877	284	256	\$105,080	2283	2093	\$2,595	113	113	\$107,674	2496	2206
Total Music CDs	\$7,071	391	376	\$695	40	40	\$7,766	431	416	\$0	0	0	\$7,766	431	416
Total Audio Books	\$16,842	214	214	\$2,104	29	29	\$18,946	243	243	\$0	0	0	\$18,946	243	243
Total Video DVDs	\$31,547	1573	1418	\$3,419	116	94	\$34,967	1689	1512	\$648	31	25	\$35,615	1720	1537
TOTAL MATERIALS	\$184,343	6951	5821	\$18,156	922	775	\$202,499	7873	6596	\$4,327	211	205	\$206,826	8084	6801
General Fund	\$25,986														
Outstanding Orders as of April 2007															
Adopt-a-book	\$0														
TOTAL	\$25,986						\$25,986								

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Placentia Library District

TO: Elizabeth Minter, Library Director

FROM: Vernon Napier, Technical Services Manager

DATE: May 29, 2007

SUBJECT: Technology Report for April 2007

The critical event this past month was the demise of the Library's main server.

Several days prior to my departure on vacation, one of our server's 6 hard drives crashed. Although these particular hard drives are now out of production, we managed to locate a used one in working order, and restarted the system. However, we took the event as a harbinger of things to come and ordered a replacement server "just in case". A second hard drive failed a few days later and crashed the system beyond repair.

Over a period of several days (and nights) the new server was installed, configured and loaded with previously backed up data. During this time the public and staff had no or reduced access to computer services. Numerous minor problems continued over several weeks, but it appears that everything is now back to normal.

Throughout this entire episode I was in England, so it fell to Katie Matas to provide staff input to the recovery process. I wish to commend her fine efforts.

Most importantly, I need to acknowledge the commitment and professionalism of PKorp Associates. Peter and Patrick worked many days and some nights in order to get the Library back on its I.T. feet. And then, having exerted themselves to get us running again, they donated the new server (valued at \$3000) to the Library!

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LIBRARY WEBSITE TRAFFIC FOR THE FISCAL YEAR 2006-2007 THROUGH THE MONTH OF APRIL 2007

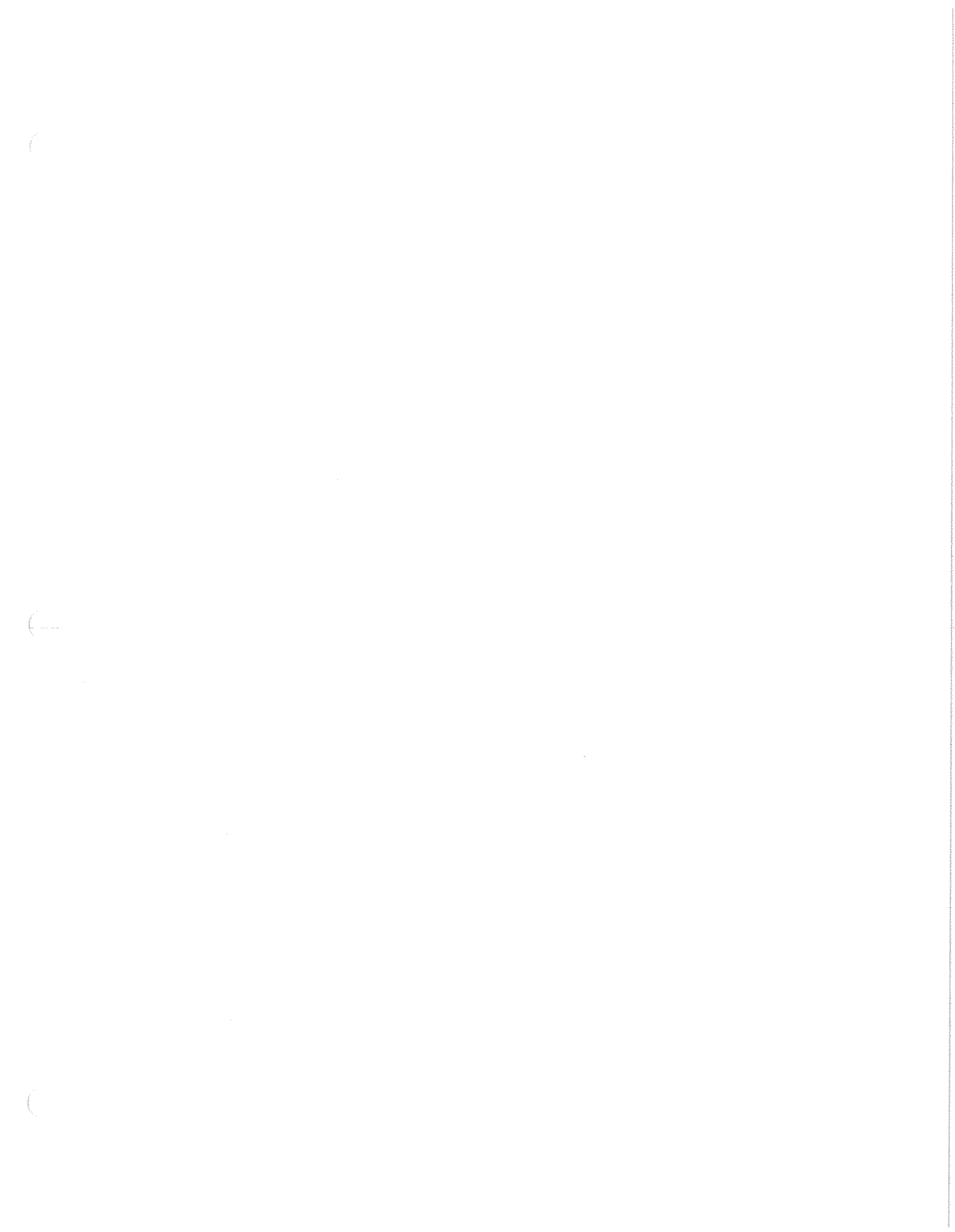
Prepared by Vernon Napier, Technical Services Manager

	May06	Jun06	Jul06	Aug06	Sep06	Oct06	Nov06	Dec06	Mar07	Apr07	Y-T-D	Average
Unique visitors	1,589	1,822	1,865	1,910	1,832	2,035	2,032	1,926	2,569	2,388	19,968	1,997
Number of visits (visits per visitor)	2,555	2,966	2,987	3,135	3,062	3,469	3,441	3,056	4,317	4,000	32,988	3,299
Pages visited (pages per visit)	15,949	15,091	16,047	15,571	18,913	23,774	22,888	17,544	20,338	18,835	184,950	18,495
	6.24	5.08	5.37	4.96	6.17	6.85	6.65	5.74	4.71	4.70		5.65
Pages most viewed												
Application for library card	96	69	40	46	0	0	0	62	0	57	370	37
Borrowing library materials	127	136	116	538	122	216	157	96	164	135	1,807	181
Calendar	290	298	228	408	252	187	125	2	174	122	2,086	209
Catalog	2,118	502	662	673	628	820	1,119	810	491	604	8,427	843
Community links	63	70	75	85	53	71	55	51	66	57	646	65
Contact Us	150	122	108	140	108	150	207	118	150	162	1,415	142
Frequently Asked Questions	298	223	255	313	266	265	189	183	242	261	2,495	250
Home page	10,582	10,915	12,657	11,394	14,827	18,988	18,073	13,739	14,543	13,008	138,726	13,873
Kids page	109	233	111	191	277	155	238	401	206	178	2,099	210
Literacy services	66	57	71	106	70	122	72	42	77	83	766	77
Passport applications	256	214	197	205	182	241	175	178	546	444	2,638	264
Photos (pick of the pics)	n/a	n/a	n/a	126	141	173	135	96	159	115	945	135
Searching for information	337	332	385	37	474	543	642	381	670	626	4,427	443

ON-LINE REFERENCE USAGE FOR THE FISCAL YEAR 2006-2007 THROUGH THE MONTH OF APRIL 2007

Prepared by Vernon Napier, Technical Services Manager

	May '06	Jun '06	Jul '06	Aug '06	Sept '06	Oct '06	Nov '06	Dec '06	Jan '07	Feb '07	Mar '07	Apr '07
Usage statistics for												
General Reference Center	78	82	94	39	111	104	99	81	39	82	13	25
Opposing Viewpoints	334	43	50	32	92	62	27	95	51	94	58	17
Newsbank -Newspaper search	13	30	25	6	23	8	52	70	12	6	73	89
Newsbank -Magazine search	0	0	0	0	0	0	2	2	0	0	0	0
L.A Times	35	7	2	0	0	6	9	8	0	6	23	6
Wall Street Journal	13	0	0	47	218	381	6	5	8	20	72	35
Heritage Quest	866	1320	1673	1308	1966	6120	8363	5067	9211	2087	2127	7756
Learning Express (Learn a test)	5	3	3	5	1	2	2	2	13	7	11	14
Novelist	127	4	44	0	0	175	1	4	9	1	1	2
Tumblebooks	12	177	69	81	252	139	421	864	441	465	388	358
MorningStar	-	-	-	-	135	4	15	38	39	303	322	362
Value Line	-	-	-	-	-	-	-	-	-	195	30	65



Placentia Library District
Circulation Report - April 2007

	April 2007	April 2006	Y-T-D 2006-7	Y-T-D 2005-6	% change
1st Time Checkouts	18,200	15,415	160,198	157,930	1.4%
Phone Renewals	958	1,587	9,328	10,629	-13.9%
In-Building Renewals	840	408	5,241	4,856	7.3%
TOTAL CHECKOUTS	19,998	17,410	174,767	173,415	0.8%
On-Time Checkins	20,611	17,620	177,519	173,991	2.0%
Late Checkins	1,482	1,619	11,639	11,511	1.1%
TOTAL CHECKINS	22,093	19,239	189,158	185,502	1.9%
Holds Placed	607	560	5,241	5,231	0.2%
Holds Cancelled	7	44	146	208	-42.5%
Holds Filled	456	389	4,071	4,188	-2.9%
NEW PATRON REGISTRATIONS	340	395	3,407	6,522	-91.4%
CIRCULATION BY TYPE OF MATERIAL					
Adult Print	6,568	6,020	61,144	62,147	-1.6%
Juvenile Print	8,908	7,413	75,516	75,226	0.4%
Audio	1,269	1,051	11,294	11,587	-2.6%
Visual	5,010	3,480	41,336	34,358	16.9%
TOTAL CIRCULATION	21,755	17,964	189,290	183,317	3.2%
CIRCULATION BY PLACE OF RESIDENCE					
To Placentia residents	12,075	10,744	107,294	109,062	-1.6%
To Anaheim residents	4,231	2,900	31,636	30,853	2.5%
To residents outside Tri-City	5,449	4,320	50,360	43,402	13.8%
TYPES OF ACTIVE BORROWERS					
Adult	16,064	13,378			
Young Adult	376	348			
Juvenile	3,341	2,873			
New Borrower	1,266	905			
Other (staff)	405	454			
TOTAL ACTIVE BORROWERS *	21,452	17,958			
TOTAL REGISTERED BORROWERS **	31,446	24,756			
ATTENDANCE	63,647	47,302	498,332	373,514	25.0%

* Active borrowers have used the Library this month

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



ACQUISITIONS REPORT FOR FISCAL YEAR 2006-2007 THROUGH THE MONTH OF APRIL 2007
 Prepared by Vernon Napier, Technical Services Manager

	GENERAL FUND		ADOP-T-A-BOOK		TOTAL PURCHASED		DONATED		TOTAL ITEMS	
	Amount	Volumes	Amount	Volumes	Amount	Volumes	Value	Volumes	Amount	Volumes
Adult Fiction	\$22,303	1,502	\$5,140	325	\$27,443	1827	\$716	31	\$28,159	1858
Adult Circulating Non-Fiction	\$28,200	1,461	\$5,176	288	\$33,376	1719	\$870	38	\$34,246	1757
Adult Reference	\$9,774	113	\$449	15	\$10,223	128	\$139	6	\$10,361	134
Adult magazines	\$5,700	122	\$0	0	\$5,700	122	\$0	0	\$5,700	122
Adult on-line databases	\$46,041	10	\$0	0	\$46,041	10	\$0	0	\$46,041	10
Total Adult Non-Fiction	\$89,715	1706	\$5,625	273	\$95,340	1979	\$1,009	44	\$96,349	2023
TOTAL ADULT PRINT MATERIALS	\$112,018	3208	\$10,765	588	\$122,783	3806	\$1,725	75	\$124,508	3881
Adult Music CDs	\$6,792	371	\$695	40	\$7,486	411	\$0	0	\$7,486	411
Adult Audio Books (incl. Overdrive)	\$16,824	214	\$2,104	29	\$18,929	243	\$0	0	\$18,929	243
Adult DVDs	\$20,580	974	\$3,266	110	\$23,846	1084	\$163	7	\$24,009	1091
TOTAL ADULT NON-PRINT MATERIALS	\$44,195	1559	\$6,066	179	\$50,261	1738	\$163	7	\$50,424	1745
TOTAL ADULT MATERIALS	\$156,214	4767	\$16,831	777	\$173,044	5,544	\$1,888	82	\$174,932	5,626
Juvenile Fiction	\$7,377	1,172	\$921	128	\$8,297	1300	\$368	36	\$8,666	1336
Juvenile Circulating Non-Fiction	\$6,858	352	\$252	11	\$7,110	363	\$1,586	69	\$8,696	432
Juvenile Reference	\$2,205	32	\$0	0	\$2,205	32	\$0	0	\$2,205	32
Juvenile Magazines	\$26	8	\$0	0	\$26	8	\$0	0	\$26	8
Juvenile on-line databases	\$399	1	\$0	0	\$399	1	\$0	0	\$399	1
Total Junior Non-Fiction	\$9,488	393	\$252	11	\$9,740	404	\$1,586	69	\$11,325	473
TOTAL JUVENILE PRINT MATERIALS	\$16,865	1,555	\$1,173	139	\$18,037	1,704	\$1,954	105	\$19,991	1,809
Juvenile Music CDs	\$280	20	\$0	0	\$280	20	\$0	0	\$280	20
Juvenile Audio Books	\$18	0	\$0	0	\$18	0	\$0	0	\$18	0
Juvenile DVDs	\$10,968	599	\$153	6	\$11,120	605	\$485	24	\$11,605	629
TOTAL JUVENILE NON-PRINT MATERIALS	\$11,265	619	\$153	6	\$11,418	625	\$485	24	\$11,903	649
TOTAL JUVENILE MATERIALS	\$28,130	2184	\$1,325	145	\$29,455	2329	\$2,439	129	\$31,894	2458
Total Fiction	\$29,680	2674	\$6,061	453	\$35,741	3127	\$1,084	67	\$36,824	3194
Total Non-Fiction	\$99,203	2099	\$5,677	284	\$105,080	2383	\$2,595	113	\$107,674	2496
Total Music CDs	\$7,071	391	\$695	40	\$7,766	431	\$0	0	\$7,766	431
Total Audio Books	\$16,842	214	\$2,104	29	\$18,946	243	\$0	0	\$18,946	243
Total Video DVDs	\$31,547	1573	\$3,419	116	\$34,967	1689	\$648	31	\$35,615	1720
TOTAL MATERIALS	\$184,343	6951	\$18,156	922	\$202,499	7873	\$4,327	211	\$206,826	8084

General Fund
\$25,986

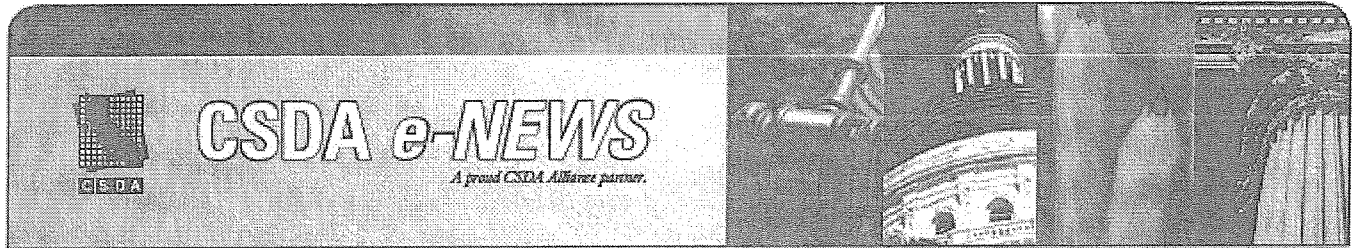
Outstanding Orders as of April 2007
Adopt-a-book \$0

TOTAL
\$25,986

Elizabeth Minter

From: Neil McCormick [neilm@csgda.net]
Sent: Monday, May 07, 2007 6:04 AM
To: eminter@placentalibrary.org
Subject: CSDA e-News for the week of May 7, 2007

If this email does not display properly, please view our [online version](#).
 To ensure receipt of our email, please add 'CSDA@informz.net' to your address book.



May 7, 2007

In this issue...

- [Legislative Update: Brown Act-Serial Meetings Bill Amended](#)
- [Survey on Pension Reform/OPEB Sent](#)
- [SDLD](#)
- [Legislative Update: Brown Act-Serial Meetings Bill Amended](#)
- [Education - SDLA](#)
- [District votes to appeal decision in Casitas Municipal Water District V. United States](#)
- [Spread the e-News](#)
- [Employment Opportunities](#)
- [Education Calendar](#)
- [Ethics FAQ](#)

Employment

Here are the latest job opportunities posted on the CSDA website:

General Manager
 Coastside County Water District

District Manager
 Tahoe Resource Conservation District

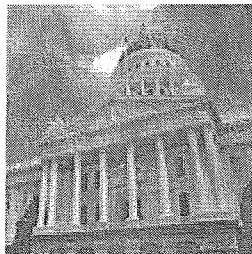
Legislative Update: Brown Act-Serial Meetings Bill Amended

Senate Bill 964 by Senator Gloria Romero (D-Los Angeles) was amended last week after concerns by local government associations, including CSDA, were raised. [Read more about this...](#)

Legislative Update: Survey on Pension Reform/OPEB Sent — Be Sure to Respond!

A joint survey on OPEB liabilities—created by a coalition composed of local government associations including CSDA, the Department of Finance, and the Department of General Services—was sent to special district administrators this past week. [Read more about Survey on Pension...](#)

SDLD Only a Week Away—Sign Up Now!



CSDA's Special Districts Legislative Days is only a week away! Be sure to sign up for this exciting and informative event to learn about the top legislative priorities; listen to special speakers like State Controller John Chiang, Senate Local Government Committee Chair Gloria

Negrete McLeod, Assembly Local Government Committee Chair Anna Caballero, CSDA Legislative Advocate Ralph Heim, and specialists on pension reform, the Bighorn court decision, and natural resources. [Read more about this...](#)

Legislative Update: State's Fiscal Outlook a

Education

May 11
Special District Leadership Academy: Setting Direction & Community Leadership Ontario

May 14-15
Special Districts Legislative Days Sacramento

May 22-23
Board Secretary Training Berkeley

June 7
Board's Role in Finance & Fiscal Accountability Berkeley

August 3
Board's Role in Human Resources Berkeley, CA

Oct 1-4
CSDA Annual Conference & Exhibitor Showcase

Accountant
Santa Clara County Open
Space Authority

**Clerk to the
Commission/Office
Manager**
San Bernadino County

General Manager
Oceano Community
Services District

General Manager
Los Osos Community
Services District

Water System Operator
Montara Water & Sanitary
District

[View the complete list of
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opportunities here.](#)

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Bit Brighter

California received higher-than-expected personal income tax revenue, the Department of Finance reported. Through March, personal income tax revenue was about \$1.6 billion below forecasts. [Read more about this...](#)



[View the complete
education calendar
here.](#)

**Ethics
FAQ**



**Look for Ethics FAQ
next week!**

Education

**Last Chance to Register for the Special
District Leadership Academy – Module 2
Setting Direction & Community Leadership**

**CSDA's
Special District
Leadership Academy**

Does your Board practice effective media relations? What is your policy on Legislative advocacy? Does your community know they have a 'special district' in their midst? Do you understand your community role as a special district leader?
[Learn More about Special District
Leadership Academy...](#)

Do you know your way to Monterey?

Well, if you don't, this October is the time to Mapquest your way to Monterey and to the CSDA Annual Conference. Talk about a great time and a wonderful learning opportunity? We cannot begin to tell you! Nevertheless, we will...
[Learn more about the CSDA
Annual Conference...](#)

CSDA Annual Conference & Exhibition Resources
Resources
October 1-4, 2007
Pacific Plaza Hotel, Monterey

Membership

Spread the e-News!

If you know of board members or employees from your district who would benefit from receiving CSDA e-News, simply reply to this email and send us their names, titles and email addresses – that ensures they'll begin receiving CSDA e-News every week. For more information, contact Cathy Cooke at

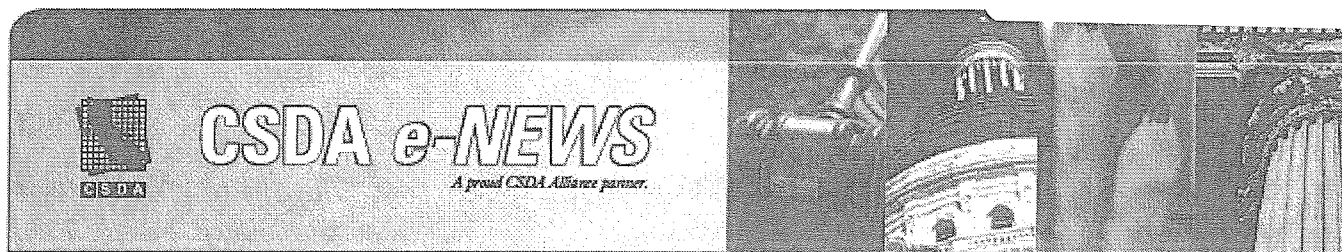
cathyc@csda.net or (877) 924-CSDA (2732).

[California Special Districts Association](#) | 1112 I Street | Suite 200 | Sacramento, CA 95814 | 877.924.2732

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If you prefer not to receive any further email from CSDA, please [let us know](#).





Legislative Update

Brown Act-Serial Meetings Bill Amended

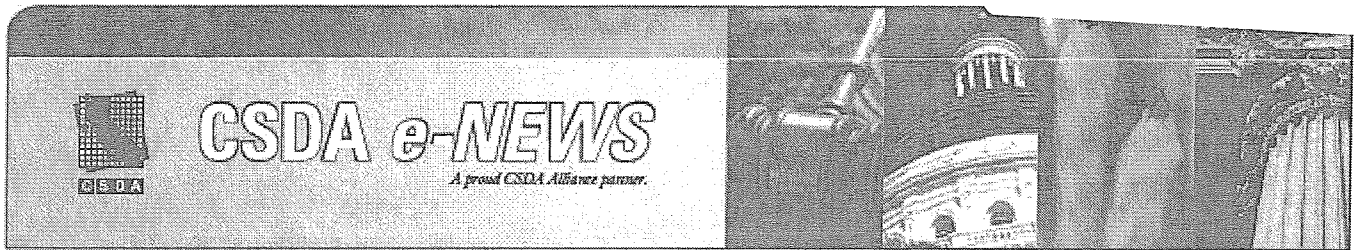
Senate Bill 964 by Senator Gloria Romero (D-Los Angeles) was amended last week after concerns by local government associations, including CSDA, were raised. SB 964 was authored in the wake of *Wolfe v. City of Fremont*. The court found that meetings between a city manager and individual city council members for the purpose of discussing a policy issue to be discussed in a future open meeting "did not inherently violate the Brown Act's serial meeting prohibition." The bill was written to close this loophole. However, as originally written, the SB 964 would have made it illegal for staff to even simply provide a board member with more information or clarification on an issue. The recent amendments tighten the language to specifically prohibit serial meetings, thus excluding the prohibition against providing information or clarification on policy issues on one-on-one basis.

CSDA's Legislative Committee will examine the latest amendments at the next committee meeting to determine if it alleviates our concerns.

SB 964 will be heard in Senate Judiciary Committee on May 8 and then again in the Senate Local Government Committee on May 9.

[California Special Districts Association](#) | 1112 I Street | Suite 200 | Sacramento, CA 95814 | 877.924.CSDA (2732)

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Legislative Update

State's Fiscal Outlook a Bit Brighter

California received higher-than-expected personal income tax revenue, the Department of Finance reported. Through March, personal income tax revenue was about \$1.6 billion below forecasts. At the end of April however, the revenue was \$1.3 billion above projections. The surge in personal tax payments processed by the state in the last week pushed April collections to almost \$12 billion—far ahead of the \$10.5 billion that had been predicted for the month. The Assembly Budget Committee Chair John Laird (D-Santa Cruz) and Vice Chair Roger Niello (R-Fair Oaks) both expressed relief that this boon would alleviate some of the pressures facing this year's budget.

However, personal income tax revenue is only one component of the budget and the state still faces the drop in property tax revenue due to the slumping housing market. The governor's original budget, released in January, expected a growth of 9.8 percent in property tax revenue. However, over the past six months, home values have dropped significantly. The May Revise of the governor's budget will reflect more accurate numbers of property tax revenue.

The budget overall calls for more than \$140 billion in spending on such services as schools, public health, prisons and state highways. The January budget also proposed big cuts for public transportation programs and welfare services and is reliant on not-for-certain compacts with Native American tribes operating casinos to generate more than \$500 million this year for the state. The Legislative Analyst's Office said that—at best—additional revenue from tribes would be closer to \$200 million.

[California Special Districts Association](#) | 1112 I Street | Suite 200 | Sacramento, CA 95814 | 877.924.CSDA (2732)

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OldPC: Main Identity

From: "Elizabeth Minter" <eminter@placentialibrary.org>
To: "Wendy Goodson" <wgoodson@placentialibrary.org>
Sent: Friday, May 25, 2007 3:56 PM
Subject: FW: [CALIX:6792] News from the Capitol

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

From: Jeri Takeda [mailto:jtakeda@mcls.org]
Sent: Thursday, May 24, 2007 3:48 PM
To: 'MCLS/SLS/SSCLS/Associate Member Directors'
Cc: shaber; bgallardo; ccarlisle; hfirchow; mgermroth; palger; rgarza;
rkitamura
Subject: FW: [CALIX:6792] News from the Capitol

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

From: owner-calix@listproc.sjsu.edu
[mailto:owner-calix@listproc.sjsu.edu] On Behalf Of Susan Negreen
Sent: Wednesday, May 23, 2007 6:34 PM
To: calix@listproc.sjsu.edu
Subject: [CALIX:6792] News from the Capitol

TO: CLA MEMBERS/ SYSTEMS/ NETWORK CONTACTS

FROM: Mike Dillon, CLA Lobbyist; Christina Dillon, CLA Lobbyist

RE: News From the Capitol

I. SENATE BUDGET SUBCOMMITTEE PROTECTS PLF - ADDS \$2 MILLION

Last Friday, the Senate Budget Subcommittee on Education Finance Number 1

considered the State Library budget, which includes taking action with regard to the Public Library Foundation. As you may recall from our previous memo, the Senate Budget Subcommittee rejected the Governor's May

Revision, which called for a \$52,000 reduction to the Public Library Foundation in order to fund the State Library's request for an upgraded Integrated Library System Replacement Project. Instead, the Senate Budget

Subcommittee supported CLA's request to reinstate the dollars to the PLF and

create a separate Budget line-item for the State Library's ILS item.

The subcommittee then left the issue of consideration for additional funding for

the PLF "open" until after the May Revision had been released and a better

determination of the state's fiscal picture could be determined.

On Friday, the Senate Budget Subcommittee voted to support a \$2 million augmentation to the PLF. The motion received positive comments from both Senator Joe Simitian, a member of the subcommittee and author of CLA's library construction bond, and Senator Jack Scott, the Chair of the subcommittee. Senator Scott noted that the subcommittee has always been a strong supporter of the libraries and added, "I feel I have been a strong advocate for the PLF." Senator Simitian then echoed the Chair's comments. The motion passed with 2 "ayes" and Senator Bob Margett, abstaining. The Department of Finance representative cautioned, "We will more than likely have concerns with the augmentation." We went up on behalf of CLA and thanked the subcommittee for recognizing the continuing need. We noted that while we recognize it is a tight Budget year, "every little bit helps."

Yesterday afternoon, over in the Assembly, the Assembly Budget Subcommittee on Education Finance also considered the PLF issue and, like the Senate subcommittee, they voted to restore the \$52,000 to the PLF that the Governor proposed reducing. However, the subcommittee did not offer any additional augmentation to the PLF.

As is custom, when there is a difference between the so-called "Senate Version" of the Budget and the "Assembly Version" of the Budget, as there is with the PLF (\$2 million augmentation Senate, \$0 augmentation Assembly), the issue is sent into Budget Conference Committee negotiations. The PLF will be one of several hundred items where there needs to be a reconciliation between the differing dollar amounts between the two houses. The Budget Conference Committee will begin meeting in approximately two weeks and will work through the summer to produce a Budget document to present to the Governor for signature. The Senate announced its Budget Conference Committee conferees late yesterday. They are: Senator Denise Ducheny (Chair of the Senate Budget Committee), Senator Dennis Hollingsworth (Vice Chair of the Senate Budget Committee), and Senator Mike Machado. The Assembly conferees have yet to be named, but more than likely they will be Assemblyman John Laird (Chair of the Assembly Budget Committee,

Assemblyman

Roger Niello (Vice Chair of the Assembly Budget Committee), and
Assemblyman

Mark Leno (Chair of the Assembly Appropriations Committee.) When these
names have been made official in the Assembly, we will alert you and
will
ask library supporters to write on behalf of the Senate Version of the
Budget.

II. LIBRARY CONSTRUCTION BOND WILL HAVE DETAILS WORKED OUT ON "SUSPENSE"

On Monday, the Senate Appropriations Committee heard SB 156 by Senator
Joe
Simitian, which is a \$4 billion library construction and renovation bond
measure. Due to its enormous fiscal costs, the committee placed the
bill on
its so-called "suspense file." The "suspense file" is a method by which
the
committee prioritizes all bills with fiscal implications of \$150,000 or
greater and decides whether to "hold the bill in committee" or "pass it
forward" to the Senate Floor. The "suspense file" will likely be taken
up
late next week.

In his opening remarks, Senator Simitian (a newly appointed member to
the
committee, as of last week), told the members, "There is a current need
of
over \$6 billion, and 75 percent of all project applicants were denied
funding during the last bond due to lack of dollars." He then noted
that
he intends to take amendments to change the date that the bond would
appear
on the ballot from the February Primary to November 2008. He also added
that there were some issues that he wanted to address while the bond was
on
the "suspense file," including accepting amendments that would allow the
Bond Board to rescind grants for non-performance and issue them to
another
qualified applicant, as well as include an amendment to set-aside a
dollar
amount in order to fund the "Outstanding" projects from Cycle 3.
Senator
Torlakson, the Chair of the committee, stated, "There has been a huge
pent-up need for a long time. I would like to ask you to consider
giving
some projects priority." Senator Simitian offered, "The Outstanding
category is the logical candidate. They are the top ranked and so that
can

be relatively managed. However, there is \$329 million in the Very Good category. I don't want to make a commitment that we can't keep." The Senator's comments are in regard to the over-riding issue of what will the

Senate leadership, Assembly leadership, and Governor allow the over-all bond

amount to eventually be, knowing that the state is facing tight bonded indebtedness capacity as each new bond is passed. For example, the fiscal

committee analysis notes the bond amount at \$4 billion - but a total committed amount of \$7.454 billion for principal and interest over 30 years.

The analysis states, "Staff notes that California voters have authorized \$121.8 billion in general obligation bonds since 1970 and two-thirds of that

amount has been authorized since 2002. According to estimates prepared by

the Legislative Analyst's Office, the state's General Fund debt service costs are expected to rise from \$4.7 billion in 2007-08 to \$7.5 billion in

2014-15. If ultimately approved by the voters, this measure would increase

those costs. Each dollar spent paying debt service is a dollar that could

have been spent on other programs." (Senate Appropriations Committee analysis).

As CLA is the sponsor of the measure, we testified in support and noted that

library usage continues to increase and communities demand library services.

We were joined in support by the California State Association of Counties,

the lobbyist for Sacramento county and city, and the lobbyist for the city

of Burbank. Senator Torlakson thanked all present and also thanked all of

the legislators who have previously worked to support library bonds, including committee member, Senator Ellen Corbett.

At this time, CLA and Senator Simitian are scheduling a series of meetings

with key leaders and legislators to garner support for the bond and encourage a high dollar amount remain in the bond.

