
PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director
SUBJECT: Library Director's Report *EM*
DATE: February 21, 2006

Activities Report:

- Jan 12 Met with Trustee DeVecchio to discuss Foundation Strategic Planning session.
Participated in the Foundation Board of Directors Annual Meeting.
- Jan 14 Saturday manager at the Library.
- Jan 16 Participated in Library Board Meeting.
- Jan 20-23 Attended the American Library Association Midwinter Meeting in San Antonio.

I spend most of my time in the Exhibits and attending vendor presentations at various locations. My primary area of interest was point of sale vendors, database vendors and new library system technologies.

On Saturday I attended a SIRSI/DYNIX presentation regarding a new software service it is marketing to control the use of band width so the public internet users cannot slow down the staff library system users.

I attended a presentation by Envisionware on point of sale issues. Since Placentia is using its pc reservation system it is a natural like to use them for home payment of fines and fees by credit card.

I attended a wonderful presentation by AquaBrowser. This is a trend that will go national in a year or two and Placentia and Anaheim could be one of the firsts on the west coast.

I talked with OCLC and Baker & Taylor about my dissatisfaction with the e-book title selections – they are too academic for our users. We are likely to drop this offering unless something is done to add the Random House and other popular reading, best seller titles.

I had dinner with Prof. Terry Weech, Campaign-Urbana, former public library professor from the University of Iowa, and we had a great discussion on the issue of library school programs for public librarians. An increasing number of faculty are information technology specialists and have no “librarian” training. The trend is that

many library school graduates have never taken any cataloging or bibliographic classes. This is impacting their capacity to organize things that are not actually on a computer.

- Jan 24 Hosted a Library manager luncheon at the Summit House.
- Jan 26 Participated in a Foundation Planned Gift interview with a potential donor facilitated by Devon Doherty, Long Beach Memorial Medical Foundation.
- Jan 27 Participated in the California Library Association Legislative Day in the District with a visit to Senator Bob Margett and Jim Starkey with Library Board President Shkoler, Trustee Turner and Public Services Manager Roberts.
- Feb 2 Participated in the Santiago Library System Executive Council Meeting at the Yorba Linda Library.
- Feb 4 Facilitated the Strategic Planning tabletop exercise with the Library Board and members of the Committee.
- Feb 6 Met with Russ Rice, Jean Lasley and Laranne Remling to discuss a Foundation Board Development issue.
- Participated in the Friends Strategic Planning Session with Jeff Wilcox.
- Feb 7 Participated in the Executive Committee Meeting of the Independent Special Districts of Orange County.
- Feb 8 Met with Foundation President Lasley to discuss the Friends Strategic Planning Session and the Feb 28 joint meeting of the Friends and Foundation.
- Feb 9 Attended the Placentia Yorba Linda Unified School District Educational Forum.
- Attended the Foundation Board of Directors Meeting.
- Feb 10 Attended the Friends Book Store volunteer appreciation event.
- Feb 11 Saturday Manager at the Library.
- Feb 13 Attended a Foundation/Friends database software demonstration online in the Library.

Staff Meetings:


- Jan 18 Wendy distributed the safety booklet on Stress and announced the Public Library Staff Education Grant applications for 2006-2007. Laranne reported on the plans for the Author's Luncheon. Vernon reported on the progress of the new Library web site.
- Feb 1 Strategic Planning tabletop exercise.

Feb 15 Wendy announced the perfect attendance awards for October-December, 2005, and discussed new personnel form for leave requests. Laranne and Yesenia reported on the status of the withdrawal of the Yorba Linda Library from the Tri City Library Network database. On behalf of Vernon I announced a staff contest for a name for the home/office based library services with the selection to be made at the April 5 staff meeting. Wendy distributed a safety booklet on workplace violence.



Agenda Item 36

TO: Elizabeth Minter, Library Director

FROM: Jim Roberts, Public Services Manager 

DATE: February 21, 2006

SUBJECT: Program Committee Report for the month of January.

ADULT SERVICES

	Jan 04-05	Jan 05-06	YTD 04-05	YTD 05-06
NUMBER OF PROGRAMS	1	2	6	7
NUMBER OF ATTENDEES	10	26	73	155

CHILDREN'S SERVICES

	Jan 04-05	Jan 05-06	YTD 04-05	YTD 05-06
NUMBER OF PROGRAMS	16	24	133	176
NUMBER OF ATTENDEES	602	676	5,368	6,744

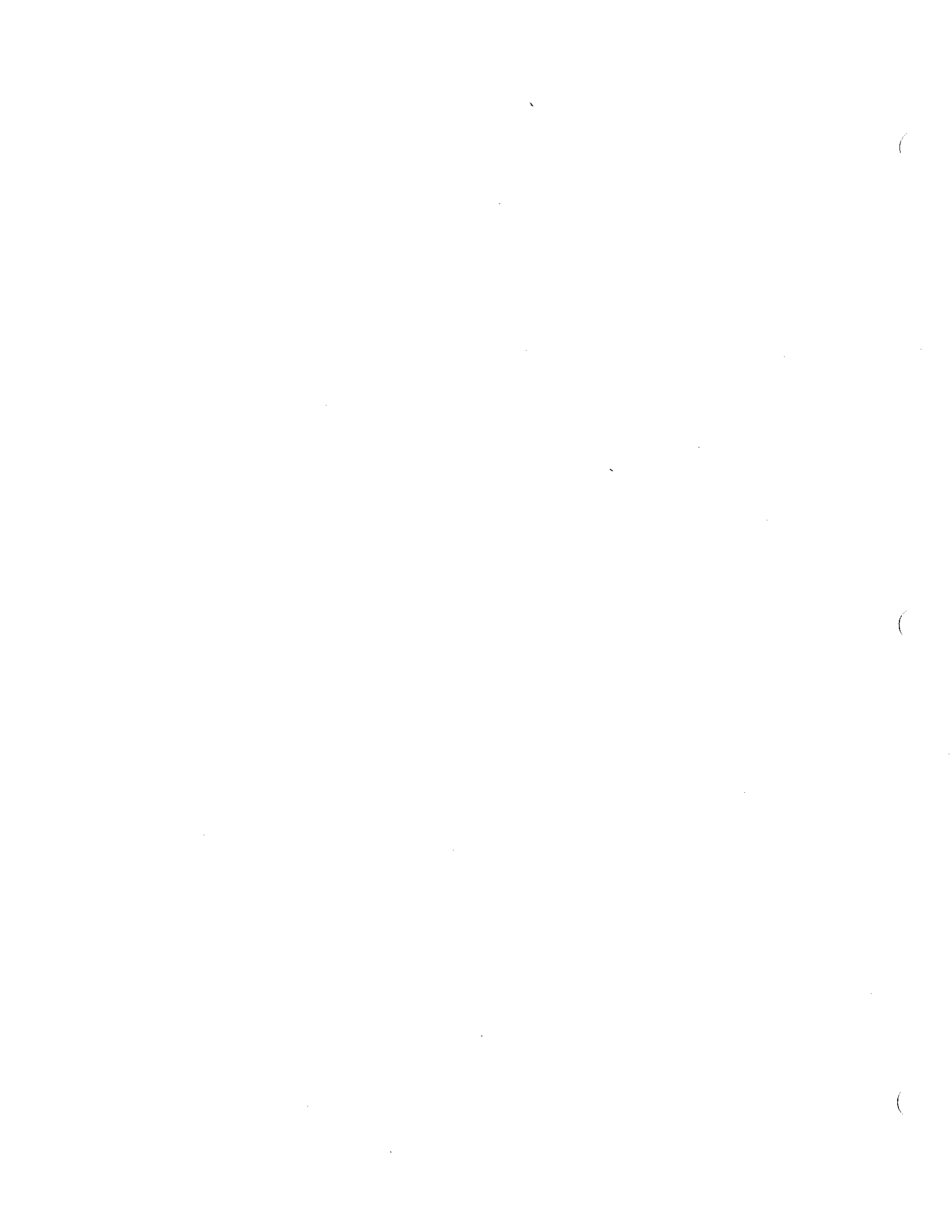
PROGRAM COMMITTEE

	Jan 04-05	Jan 05-06	YTD 04-05	YTD 05-06
NUMBER OF MEETINGS	0	2	0	5
NUMBER OF ATTENDEES	0	10	0	26
NEWS RELEASES	NA	1	NA	3

LITERACY SERVICES

	Jan 04-05	Jan 05-06	YTD 04-05	YTD 05-06
Total Tutors	151	191	237	278
Total Students	268	229	280	325
Total Hours	1,210	981	8,409	7,816

For more detailed literacy statistics, see Agenda Item 38, pages 2 of 3 and 3 of 3.



To: Elizabeth Minter, Library Director

From: Caroline Gurkweitz, Children's Librarian

Date: for Board Meeting, February 21, 2006




Subject: January 2006 Activities in the Children's Department

TYPE OF PROGRAM	NUMER OF PROGRAMS	TOTAL ATTENDANCE
Lap Sit 2 years and under	5	120
Story Time I : 6 years & under	5	107
Story Time II : 6 years & under	5	179
Music Time: under 6 year olds	4	163
Music Time : under 6 year olds	4	83
Read to the Dogs event	1	24
Total January 2006	24	676
Total January 2005	16	602
Current FY to date	176	6744
Previous FY to date	133	5368



TO: Elizabeth Minter, Library Director

FROM: Jim Roberts, Public Services Manager/Literacy Coordinator 

DATE: February 21, 2006

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

Tutor Training. There was one tutor training workshop in January and another in February, and twenty-four tutors were trained. All new volunteer tutors are matched or pending match.

Families for Literacy (FFL) Program Status. We had no FFL programming in December.

Placentia Rotary Reading Enrichment Program (PRREP). PRREP started again this school year early October. Thus far, we have recruited more than 100 PRREP tutors from El Dorado High School and Valencia High School, and they are again participating in the program this school year.

Update on the two new PLLS homework clubs. The Topaz-Tuffree Homework Club at Topaz Elementary School is averaging around 20 students every Monday-Thursday from 4-6 PM. At the Homeless Intervention Shelter (H.I.S. House), we are averaging twelve (12) school-age children Tuesday, Wednesday, and Thursday from 6:30-8:00 PM.

English Language and Literacy Intensive (ELLI) Program Update. We started ELLI again this school year in September. We have ELLI active at three elementary schools: Ruby Drive, and Topaz, and Tynes, and we presently have six tutors who are working with almost 200 grade school students.

Grant Update. Our grant writer, Machoskie & Associates submitted a letter of inquiry to Boeing in December.

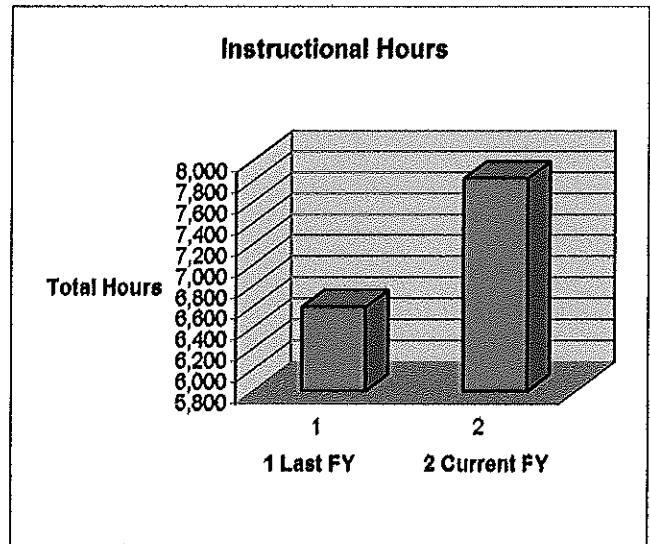
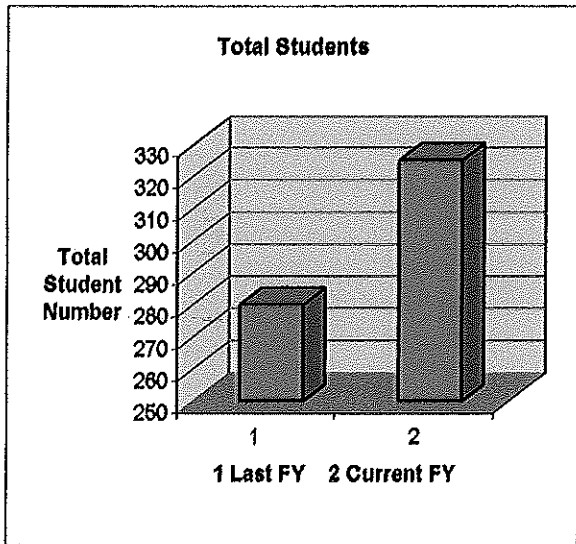
Federal Work Study (FWS). Our FWS partnership with Financial Aid at Cal State Fullerton grew stronger during FY 2004-05. In that respect, our FWS allocation for FY 2005-06 is now \$90,000, and we already have seventeen (17) students approved for this school year. Our FWS partnership is also very strong with Western State College University of Law as we have thirteen (13) already signed-up.

Literacy statistics. See Agenda Item 38, Pages 2 of 3, and 3 of 3.

Placenta Library Literacy Services

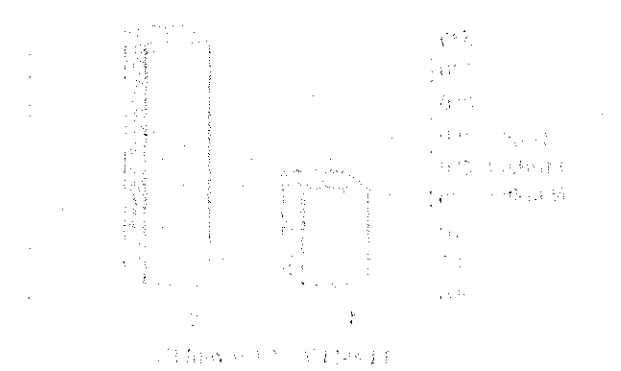
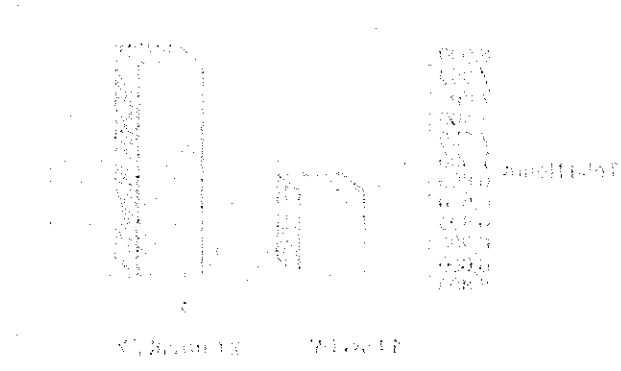
Report of Growth and Progress

	Jan 04-05	Jan 05-06	YTD 04-05	YTD 05-06
Tutors				
Adult	96	105	154	145
Teen	86	86	113	133
Hours Instruction	1,728	981	8,409	7,816
Other Volunteer Hours	120	120	720	780
Total Hours	1,848	1,101	9,129	8,596
Training Workshops				
Workshops Held	2	2	20	20
Tutors Trained	21	12	160	165
Students				
With Adult Tutors	133	127	139	194
With Teen Tutors	132	102	132	131
In Groups	24	0	28	0
Total Active Students	287	229	307	325
Families for Literacy				
Family Students	6	5	6	6
Family Tutors	6	5	6	6
Hours of Instruction	80	60	400	360
ELLI Program				
K-6th Grade Students	45	184	45	197
Tutors for K-6th Grade	15	6	15	12
Hours of Instruction	148	736	1,854	3,961
Homework Clubs				
On-Site: Students	0	70	0	499
On-Site Tutors	0	12	0	30
Hours of Instruction	0	128	0	492
H.I.S. House Students	0	12	0	35
H.I.S. House Tutors	0	6	0	20
Hours of Instruction	0	240	0	832
Topaz Students	0	18	0	63
Topaz Tutors	0	6	0	39
Hours of Instruction	0	420	0	2,084
Total Tutors	151	191	237	278
Total Students	268	229	280	325
Total Instruction Hours	1,210	981	8,409	7,816



Handwritten title for the first diagram.

Handwritten title for the second diagram.



TO: Elizabeth Minter, Library Director

FROM: Mary Strazdas, Librarian *MCS*

DATE: February 13, 2006

SUBJECT: Reference and Adult Services report for January, 2006

- There were two Program Committee meetings during the month.
- Special library displays included one for D.P. Lyles, who will speak at the Author's Lunch in March; a display for National Hot Tea Month and Coffee Gourmet International Month; and a display materials about Harold Pinter, the playwright.
- There were two programs during the month. One was a Brown Bag Lunch, attended by four people, to plan for the April program "On Common Ground"; the other was "Care Smarter, Not Harder" for caregivers that drew 22 people.

Statistical Comparisons at the Reference Desk
January FY 2005/2006

	2005	2006	YTD 04-05	YTD 05-06
Phone Reference Questions	177	193	1,228	1,362
Desk Reference Questions	1,697	1,770	9,664	11,087
E-Mail Reference Questions	2	7	35	41
Ready Reference	52	38	311	240
Instruction	62	60	390	548
Computer Use	2,612	2,527	14,435	18,138
Reference Books: In-Library Use	16	3,459	6,195	20,579
Patron Database Signups	236	224	1,502	1,461

TO: Elizabeth Minter, Library Director

FROM: Gary Bell, Librarian *GB*

DATE: February 21, 2006

SUBJECT: History Room report for January

History Room visitors in January: fiscal year 2005-2006 11

History Room visitors in January: fiscal year 2004-2005 2

There were requests for Valencia High School annuals from the years 1944, 1945, 1946 and 1947.

Information was requested about the twentieth anniversary of Fullerton Public Library.

Information about Placentia was requested by Experience Fullerton Magazine for an upcoming article about Placentia.

An inquiry from Oklahoma was addressed concerning a deceased resident, Clarence Hall. Since we have no records from the Walter & McCormack funeral home, the question was referred to the Santa Ana Library's death index and obituary search.

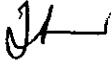
A request was made concerning Placentia's historic houses and buildings.

Preparation has begun on the 1938 flood presentation and interview. We have a format and timeline and a meeting was held with Phil Giralдин, our videographer, along with Eddie Castro, our primary subject and local historian Pat Irot and manager Jim Roberts. I have prepared a script for the presentation.

A history of the police was provided for the Placentia Police Department.



To: Elizabeth Minter, Library Director

From: Jim Roberts, Public Services Manager 

Date: February 21, 2006

SUBJECT: Placentia Library Web Site Development Report for the month of January.

In January, the Placentia Library District had 40,876 "hits," an average of 1,318 a day. Our year to date statistics with those with the most "hits" are as follows:

Pages Visited	Nov 04-05	Nov 05-06	Dec 04-05	Dec 05-06	Jan 04-05	Jan 05-06
Borrowers	212	270	189	228	202	299
Friends	96	161	128	176	129	147
District	127	199	220	179	162	223
Kids	292	486	190	410	277	263
Foundation	95	119	81	117	106	126
History Room	201	487	183	313	249	297
Literacy/CLC Logo	161	189	178	148	154	206
Passports	249	695	612	781	704	845
Poet Laureate	700	474	520	529	514	705
Total Views Most Hits	2,113	3,080	2,301	2,881	2,497	2,905

Total Most Hits YTD 11,574 14,718 13,875 17,599 16,372 20,504

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TO: Elizabeth Minter, Library Director
FROM: Vernon Napier, Technical Services Manager
DATE: February 13, 2006



SUBJECT: Technology Report for January 2006


- Installed indexing software on PC in History Workroom to facilitate research
- Continued work on the Library's new website
- Reviewed on-line databases to determine renewals and cancellations
- Relocated 3 public access PCs

Projects under consideration

- Approach Friends of Placentia Library for contribution towards setting up of audio book service.
- Install pedestrian counters at 3 locations in the Library to get more accurate statistics on activity within the building
- Offer "virtual" reference service using Instant Messaging software
- Convert newspapers on microfilm to a digital medium
- Boost wi-fi coverage so that access is possible anywhere in the building



TO: Elizabeth Minter, Library Director

FROM: Laranne Remling, Development Director and Volunteer Coordinator 

DATE: February 21, 2006

SUBJECT: **Publicity materials produced for January 2006**

Information on the Placentia Library cable channel #24, updated January 2006:

1. Welcome to Placentia Library, address, website & telephone number
2. Library Board of Trustees
3. Board of Trustees Meeting Schedule
4. Library Hours
5. President's Day Closure
6. Library Departments
7. 2006 Author's Luncheon
8. Friends of Placentia Library Used Bookstore
9. Bookstore Volunteers Needed
10. Special Back Room Book Sale Every 2nd Sunday, Hours and Dates
11. Amazon.com
12. Adult Poetry Workshop I
13. Library Hours
14. President's Day Closure
15. Shop for the Library
16. Literacy Services Logo
17. Literacy Program Tutors Needed
18. Dr. Charles Frazee – 16th Century
19. Placentia Historical Afghan Sale
20. In-N-Out Burger Program
21. Library Hours
22. President's Day Closure
23. Telephone Renewal Instructions
24. Wi Fi Here Now
25. Adopt-A-Chair
26. Apply for your passport at Placentia Library
27. Passport Hours
28. Now Doing Passport Photos
29. Library Hours
30. President's Day Closure
31. On Common Grounds Program
32. Placentia's Newest Local History For Children & Adults
33. Lapsit Storyhours
34. Story Time I
35. Story Time II
36. Music Times, ages 3-4
37. Music Times, ages 5-6
38. Story Time at Home, *Tumblebook Library*
39. Library Hours
40. President's Day Closure
41. www.placentialibrary.org, 24/7 Reference, the Library Catalog
42. www.placentialibrary.org, Online Resources
43. Placentia History Room Hours
44. Placentia History Room Displays

45. Placentia History Room Collections
46. Placentia History Room Archival Resources
47. 2006 Author's Luncheon
48. Create a Legacy
49. President's Day Closure

General Newspaper articles published:

1. Placentia is paying penalties for delay of grants
2. Placentia state grant
3. Placentia State lobbyist
4. Clubhouse plans in works


Library Newspaper articles published:

1. Book sales coming
2. Books for sale

Flyers and Notices:

1. Foundation thank you cards and ID cards are sent out
2. Adopt-a-Chair Campaign postcards
3. Email request forms
4. Friends membership campaign letters
5. Friends membership thank you letters are sent out with membership cards
6. Second Sunday book sale flyers
7. Foundation Bookplates
8. President's Day Closures
9. Charles Frazee Flyer
10. Care Smarter Not Harder Flyer
11. Author's Luncheon bulletin board
12. Author's Luncheon tickets
13. Author's Luncheon flyers
14. *Notations*

Welcome to Placentia Library District



411 East Chapman Avenue
Placentia, CA 92870-6198
714-528-1506
www.placentialibrary.org

**Placentia Library
Board of Trustees**

Al Shkoler, President
Betty Escobosa
Richard DeVecchio, Ed.D
Jean Turner
Gaeten Wood

**Placentia Library
Board of Trustees**

Upcoming Meeting Schedule:
Monday, Feb 21 at 6:30 P.M.
Monday, Mar 28 at 6:30 P.M.
Monday, Apr 17 at 6:30 P.M.
Monday, May 15 at 6:30 P.M.

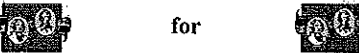
Placentia Library Hours

Sunday	1:00 - 5:00 P.M.
Monday	9:00 A.M. - 9:00 P.M.
Tuesday	9:00 A.M. - 9:00 P.M.
Wednesday	9:00 A.M. - 9:00 P.M.
Thursday	9:00 A.M. - 6:00 P.M.
Friday	CLOSED
Saturday	9:00 A.M. - 5:00 P.M.

LIBRARY CLOSED

Sunday, February 19th
&
Monday, February 20th

for
President's Day




**Placentia Library
528-1906**

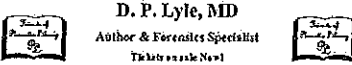
Renewals Ext.# 6
Adult Services Ext.# 209
Children Services Ext.# 212
Literacy Ext.# 213
Passport Information Ext.# 265
Volunteer Information Ext.# 201
www.placentialibrary.org

2006 Authors Luncheon
Saturday, March 4, Alta Vista Country Club


Featuring



D. P. Lyle, MD
Author & Forensics Specialist
Telephone News




USED BOOKSTORE



☐ Staffed entirely by Volunteers
☐ Located in the Library lobby

GREAT BARGAINS!!



Bookstore Volunteers Always Needed!


Sundays 3:00 - 5:00 P.M.
Mondays 6:00 - 8:00 P.M.
Tuesdays 4:00 - 6:00 P.M.
Saturdays 11:00 A.M. - 1:00 P.M.
Substitutes needed for additional hours

Please call Laranne at 528-1925, Ext. 201 for information

SPECIAL BACKROOM SALE
BARGAINS! BARGAINS! BARGAINS!

When: Second Sunday of each month
1:00 - 4:00 P.M.
Upcoming Sales: Nov 13, Dec 11, Jan 8 & Feb 12

Where: BACKROOM where Friends sort and price donations - ENTER through delivery entrance from parking lot

What: Everything in stock 

Why: To provide money to support Library needs while providing quality reading materials at low cost


amazon.com

Shop at amazon.com through Placentia Library's website, www.placentialibrary.org and a percentage of the sale is donated to the Library!

Adult Poetry Workshop I

Presented by Marlene Hitt

Saturday, Mar 25th
1-4 P.M.



Placentia Library Meeting Room

Placentia Library Hours



Sunday	1:00 - 5:00 P.M.
Monday	9:00 A.M. - 9:00 P.M.
Tuesday	9:00 A.M. - 9:00 P.M.
Wednesday	9:00 A.M. - 9:00 P.M.
Thursday	9:00 A.M. - 6:00 P.M.
Friday	CLOSED
Saturday	9:00 A.M. - 5:00 P.M.

LIBRARY CLOSED

Sunday, February 19th
&
Monday, February 20th

for

President's Day





Shop for the Library
shopfortheLibrary.net

NEW! Shop for the Library

Now you can shop from more than 700 online merchants and help raise funds for the Placentia Library at the same time.

Whenever you make a purchase through the Shop for the Library website, up to 25% of the sale goes to benefit the Library!



Placentia Library Literacy Services


Call Literacy Coordinators Jim Roberts or Toby Silverthorn if you or someone you know needs help in reading or speaking English.

☎ 524- 8408, x215 or x213

Placentia Library Literacy Services

- Volunteer tutors needed!
- Attend one 3 hour training workshop
- Training workshops are held at the Library on the first Sunday of the month 1:30 - 4:30 P.M.
- The next scheduled workshops are:
Feb 9th - Mar 5th - Apr 2nd - May 7th


For more information and to sign up call 524-8408, Ext. 213



Dr. Charles Frazee
Presents the
Sixteenth Century

- ❖ Monday, Feb 27th from 7:00-8:30 P.M.
- ❖ Placentia Library Meeting Room
- ❖ Program is free
- ❖ Refreshments will be served

Placentia Historical Afghans




Green X Cranberry X Blue

On Sale Now at the Circulation Desk - \$63.00

Proceeds support the Placentia History Room

**In-N-Out Burger
Food For Thought
Reading Program**



March 4 - April 15, 2006

Children Must Register at the Library



Placentia Library Hours

Sunday	1:00 - 5:00 P.M.
Monday	9:00 A.M. - 9:00 P.M.
Tuesday	9:00 A.M. - 9:00 P.M.
Wednesday	9:00 A.M. - 9:00 P.M.
Thursday	9:00 A.M. - 6:00 P.M.
Friday	CLOSED
Saturday	9:00 A.M. - 5:00 P.M.

LIBRARY CLOSED

Sunday, February 19th
&
Monday, February 20th

for
President's Day

Renew your books
by phone
Using Telecirc

714-765-1775
24 hours a day 17 days a week

"Please enter your library card number, followed by the # sign"

- Renew books
- Find out which titles you have checked out
- Find out which items you have on hold
- Find out which titles you have overdue
- Find out if you have any fines



Get It Here Now!

Bring Your Lapport!

ADOPT-A-CHAIR

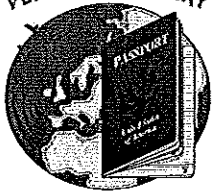
Help replace 44 splintering chairs in the Children's Department!



Call 628-1925, x201 for more information




PLACENTIA LIBRARY




Passport Application
Acceptance Agency

Passport Services Available at the Library

Passport hours at the Library are:

Sunday	1:00 - 4:30 P.M.
Monday	9:00 A.M. - 8:30 P.M.
Tuesday	9:00 A.M. - 8:30 P.M.
Wednesday	9:00 A.M. - 8:30 P.M.
Thursday	9:00 A.M. - 5:30 P.M.
Friday	CLOSED
Saturday	9:00 A.M. - 4:30 P.M.

Placentia Library is an official U.S. Department of State
Passport Acceptance Agency.
For Passport Information:
call 628-1925 Ext. 255 or visit the Library Website www.placentialibrary.org



WE DO PASSPORT PHOTOS!

2 PHOTOS FOR \$10

Placentia Library Hours

Sunday	1:00 - 5:00 P.M.
Monday	9:00 A.M. - 9:00 P.M.
Tuesday	9:00 A.M. - 9:00 P.M.
Wednesday	9:00 A.M. - 9:00 P.M.
Thursday	9:00 A.M. - 6:00 P.M.
Friday	C L O S E D
Saturday	9:00 A.M. - 5:00 P.M.


LIBRARY CLOSED

Sunday, February 19th
&
Monday, February 20th

for

President's Day


"On Common Grounds"
Viewing & Discussion



Monday, April 10, 6:30 P.M.

Call 528-1906, x209 for information

Placentia's Newest Local History
For Children & Adults



Available At The
Library Circulation Desk
\$12.93 (including tax)



*Great Gift Idea
For Young & Old*

Lap-sit Story Times
Presented by Lin Baesler

Ages newborn to 2 years


Thursday Mornings
9:05 - 9:25 A.M.

in the
Childrens Area




Sponsored by the
Gordon & Dixie Shaw Endowment

No pre-registration required - no charge




Story Time I
for children
under 6

Thursday Mornings
9:45 - 10:15 A.M.




*Presented by Lin Baesler
No pre-registration required - no charge*


Story Time II
For children
under 6



Thursday Mornings
10:30 - 11:00 A.M.




*Presented by Lin Baesler
No pre-registration required - no charge*

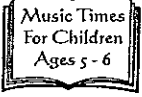



**Music Times
For Children
Ages 3 - 4**

Tuesday Evenings
6:00 - 6:30 P.M.



*Featuring Lin Baesler
No pre-registration required - no charge*


**Music Times
For Children
Ages 5 - 6**



**Tuesday Evenings
6:30 – 7:00 P.M.**

Featuring Lin Baesler
No pre-registration required – no charge

Story Time at Home

Use the *Tumblebook Library*
at
www.placentiallibrary.org

Click on: Just for Kids

Click on the Tumblebooks icon



An on-line collection of animated, talking picture books

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Friday	C L O S E D
Saturday	9:00 A.M. - 5:00 P.M.

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www.placentiallibrary.org

24/7 Reference
 There are times you need help, but can't make it to the library. Live, real-time help from a librarian is available, 24 hours a day. *(no library card number needed)*

The Library Catalog
 You can look up what books are available at the Placentia Library, as well as Yerba Linda Library, and all of the Anabelm Library branches. *(no library card number needed)*


Additionally, you can reserve books, check on your library account, and renew your books. *(library card number needed)*

www.placentiallibrary.org

Online Resources
(To access, you must have your library card number available)

- LearnATest
- Newspapers
- Facts On File
- NovelList
- General Reference Center/Magazine Index
- Business & Company Resource Center
- Health & Wellness Resource Center




Placentia History Room

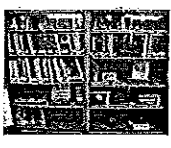
 **Staffed & Managed
by Librarians
&Volunteers**

Hours
**Monday & Tuesday &
Wednesday**
 1:00 – 3:00 P.M.
Other hours by special arrangement

Placentia History Room








Displays currently featuring

-  Local school annuals
-  Travelling historical photographs of local schools
-  Books by local authors



Placentia History Room

Historical Collections Include


 Bancroft's historical series	 Local citrus label collection
 Local oral histories	 Spanish made cannonball – possibly from the 1769 Portola Expedition
 California historical fiction	 Adobe brick from Outveras adobe built in 1832
 Complete collection of Women's Round table Scrapbooks	

Placentia History Room


Archival Resources Include

- West Atwood Yacht Club memorabilia
- Assorted Samuel Leach Kresner maps and papers
- Articles on international student visit to Placentia, Italy
- West Placentia Little League
- International Kiwanis papers and scrapbook (1945-1970)
- Virginia Carpenter photograph collection
- Placentia Courier negative collection
- Historic photograph collection
- Newspaper clippings, brochures, newsletters, maps of local historic interest

2006 Authors Luncheon
Saturday, March 4, Alla Vista Country Club
Featuring



D. P. Lyle, MD
Author & Forensics Specialist
Tickets on sale Now!




Support Placentia


Create A Legacy

LIBRARY CLOSED

Sunday, February 19th
&
Monday, February 20th



for



President's Day

pacific clippings
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 santa ana, calif. 92711

The Register
 JAN 19 2006

Placentia is paying penalties for delay of grants

Cost of land for rail project rises to nearly \$7.1 million.

By SUSHMA SUBRAMANIAN
 THE ORANGE COUNTY REGISTER

PLACENTIA • Slower-than-expected grant processing has increased the city's cost for an Office Depot property to nearly \$7.1 million - a figure that will rise even further if the funds don't arrive before July.

The land, needed for a now-delayed railroad underpass project, was to be purchased for \$5.6 million in 2004.

But the city missed its payment deadline, incurring \$7,000 in penalties before deciding to borrow \$6.9 million.

The city had hoped to retire at debt this month, before a \$4,858 interest payment was due.

But the state hasn't finished processing \$15.1 million in state grants the city is relying on to repay the money.

The same grants caused the city to miss its first payment deadline in 2004 after the state froze the money during the economic crisis.

The funds were finally approved for release in August.

"It's a disappointment, but it's a fact," said Mayor Scott Brady. "We should be grateful we're getting the money even though we would have liked to get it earlier."

The city is receiving some revenue from the site; tenant ABC Billiard and Pool pays \$11,440 a month in rent.

"We figured the city would get the money because it was due to them," said Craig Green, a founder of Citizens for a Better Placentia, a group that has criticized the city's handling of finances.

If the debt is not paid off in July, another \$184,358 in interest will be owed.

Office Depot debt

The city has paid \$184,358 in interest on \$6.9 million borrowed in 2004. Here's a breakdown of the borrowing:

Amount	Reason
\$5,600,000	Purchase amount
\$157,000	Late-payment penalty
\$373,173	First year's interest
\$185,948	Finance cost
\$528,907	Reserve fund
\$82,816	Discount cost
\$6,927,844	Total

pacific clippings

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

The Register
 Daily JAN 28 2006

PLACENTIA

State grant: The city this week received \$5.5 million in state funds, the first of \$15.1 million frozen during the state budget crisis. The money would help the city pay off a \$5.6 million debt incurred to purchase an Office Depot property through eminent domain to construct the Melrose Street underpass.

- Cindy Arora
 (714) 704-3706
 carora@ocregister.com

pacific clippings

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

Placentia News
 Weekly JAN 26 2006

Book sales coming

The Friends of the Yorba Linda Library are holding a membership drive book sale on Jan. 28 from 10:00-am to 4:00 pm. Everyone is welcomed. Members will receive 50 percent off. Memberships can be renewed on that day. The sale will be in the Book Corner and the Community Room located at the Yorba Linda Library, 18181 Imperial Highway.

The Placentia Library is holding its next used book sale Feb. 12 from 1 to 4 p.m. at its home at 411 E. Chapman Ave. Go up the loading dock to see the entire selection.

pacific clippings

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

The Register
 Daily JAN 19 2006

PLACENTIA

State lobbyist: The City Council voted unanimously Tuesday to consider bids for a new state-government lobbyist for the city's OnTrac rail project. The current firm, Emerson & Associates, is the last vestige of the city's ailing rail project since a federal lobbyist and a management firm were fired. Council members said OnTrac's new management firm should have a say in choosing a state lobbyist.

- Sushma Subramanian
 (714) 704-3796
 ssubramanian@ocregister.com

Agenda Item 43
 Page 9 of 9

pacific clippings

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

The Register
 Daily JAN - 8 2006

Clubhouse plans in works

THEN: DECEMBER

The Chapman family last month gave land potentially worth \$2 million to the Boys & Girls Clubs of Placentia-Yorba Linda, the most generous donation made to any O.C. chapter of the group.

NOW

The Boys & Girls Clubs are in negotiations with a developer to sell the land to help fund a larger headquarters in Kraemer Park, where the teen center stands. About half the funds for the \$3 million to \$5 million structure would come from donations.

WHAT'S NEXT

City Council members have directed staff members to study constructing the clubhouse at the site.

- Sushma Subramanian
 ssubramanian@ocregister.com

santa ana, calif. 92711

Yorba Linda Star
 Weekly

JAN - 5 2006

BOOKS FOR SALE

The Placentia Library will offer its entire inventory of used books for sale from 1 to 4 p.m. on Sunday at the library, 411 E. Chapman Avenue.

Bargains are available on both hardback and paper back book editions. The collection includes literature, history, hobbies, textbooks, religion, travel, children's, biography, non-fiction and fiction. Information: (714) 528-1906.

SAFETY COMMITTEE MEETING
JANUARY 31, 2006
MINUTES

I. Call to Order: 12:30 P.M.

Members Attending: Esther Guzman
Katie Matas
Wendy Goodson

Members Absent: Caroline Gurkweitz

III. Old Business

1. The fire extinguishers were checked by Katie Matas on January 30, 2006.
2. The broken Koala Seat in the public women's restroom was removed. A new one was ordered but has not arrived.
3. "Medical Emergencies" and "Portable Ladder Safety" handouts were distributed at the January 18, 2006 staff meeting.

IV. New Business

1. A bulky item discard pick-up will be scheduled to clear out the furnace room.
2. The tiles by the circulation desk were replaced.
3. A new furnace was installed.

The next meeting will be February 25, 2005 at 2:00 P.M.

Respectfully submitted,

Katie Matas



PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees

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

SUBJECT: Legislative Issues and a Review of the Status of the State Budget and State Library Budget

DATE: February 21, 2006

BACKGROUND

The Legislative information and a copy of the outline of the State of the State Message are included with Agenda item 27.

Library Board President Shkoler, Trustee Turner, Public Services Manager Roberts and Library Director Minter visited with Senator Bob Margett and Jim Starkey on Friday January 27 at the Senator's office in Glendora. He expressed a great deal of interest in the District's collaborative efforts with the Placentia Yorba Linda Unified School District and HIS House. The Library Delegation reminded Senator Margett about our concerns regarding property tax issues.

The California Special Districts Association Legislative Affairs Day will be April 18 and the California Library Association Legislative Day will be on April 20, 2006 in Sacramento. The Board may want to have someone participate in one or both of these events.

Any updated information will be presented at the Board Meeting.

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 *EDM*
SUBJECT: Presentation of a preview of the new Placentia Library Web Site
DATE: February 21, 2006

BACKGROUND

The web site developer will be arriving at approximately 7:15 P.M. to give the Board of Trustees a preview of the new Placentia Library web site design and content.

RECOMMENDATION

Action to be determined by the Library Board of Trustees.



2/21/06

Report to the Trustees of the Placentia Library
Jean A. Lasley, Pres of the Foundation

Accomplishments:

1. Successful campaign to cover necessary chairs. It developed enthusiasm for the library and its program. 67 chairs were sold as of last Thursday.
2. Communication has improved with the trustees and different department within the library. At the beginning of each meeting, we now have a dept head speak to us regarding his/her department. It has been most helpful in understanding what the library is doing.
3. Obtaining an office for Laranne. She has indicated that her productivity has increased ^{greatly} greatly. It would be nice if a storage room could developed to house the odds and end that are currently in her office, as there is no room for a round table as was planned.
4. Talking with the Friends has clarified their concerns and has enabled the Foundation to explain the differences between the organizations. However, the public may not understand the difference.

Failures

1. Loss of the newest trustee, Susan Petrella.
2. Inaccurate financial data was used for funding the chairs, so the foundation made up the difference of \$97.00 per chair. In the future the foundation chair should be involved with the research prior to the purchase of significant items which are underwritten by the foundation.

Goals

Were not addressed at the annual meeting. If the Friends allow the foundation to join them, the specifics of the goals would be different.

1. Actively search for new foundation directors via newspaper, chamber, and referrals from interested person.
2. Adopt the new job descriptions before meeting with potential directors.
3. Plan for an annual fund raiser; however, many of the local supporters find it much easier to support a specific drive, ie: the chairs, so that will have to be discussed.

Concerns

1. Vandalism of the vending machine is costing the foundation dollars which could be used in other places. However, this does NOT fall under responsibilities of the foundation. The police dept can do an evaluation for the library.

ACKNOWLEDGEMENTS:

The past year has been one of change and many challenges. I wish to thank the Trustees for their support for without it, I would NOT be here this evening. Also to Elizabeth for her knowledge and dedication, Wendy and Laranne, who are so helpful and enthusiastic and finally to the foundation board members who have given of their time, talents and have supported the efforts of the library, I'm most grateful.

February 21, 2006

Dear Trustee

You will recall the decision to include on the new website some biographical details and a photo. To this end I ask you to indicate whether you are happy for us to use the photo presently displayed in the Library, or do we arrange for another portrait.

Please indicate your choice by circling one or the other:

1. Use the present photo
2. Arrange for a new portrait

As a guideline for the text, I ask that you write a sentence or two under the following headings:

1. Educational background
2. Work experience/ career/ profession
3. Community service
4. Family
5. Special interests/ hobbies

Many thanks


Vernon Napier
Tech Services Mgr.

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees

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

SUBJECT: Review the results of the Board and Public Review of the Strategic Plan Draft on February 4, 2006 and the staff review on February 1, 2006.

DATE: February 21, 2006

BACKGROUND

Attachment A is a summary of the thirty-eight (38) Library Board and public-ranked priorities for the draft of the Strategic Plan that was discussed at the Work Session on February 4, 2005. The report also contains the results from the staff discussion of the Draft that was held at the staff meeting on February 1, 2006.

The next step is for the Library Board of Trustees to establish priorities based on the discussions with staff and the public. These priorities will be reflected in the Fiscal Year 2006-2007 Budget priorities to be discussed at the Library Board Meeting on March 28, 2006.

RECOMMENDATIONS

Action to be determined by the Library Board of Trustees.

Placentia Library District Strategic Plan
Discussion Draft
February 21, 2006

Table of Contents

Vision and Mission Statement

38 Board & Public Ranked Priorities

Ranking Summaries for Board/Public – Staff – Combined Total

Items Completed in Fiscal Year 2005-2006

Items Not Selected for Ranking by Board/Public & Area Summaries

Facility

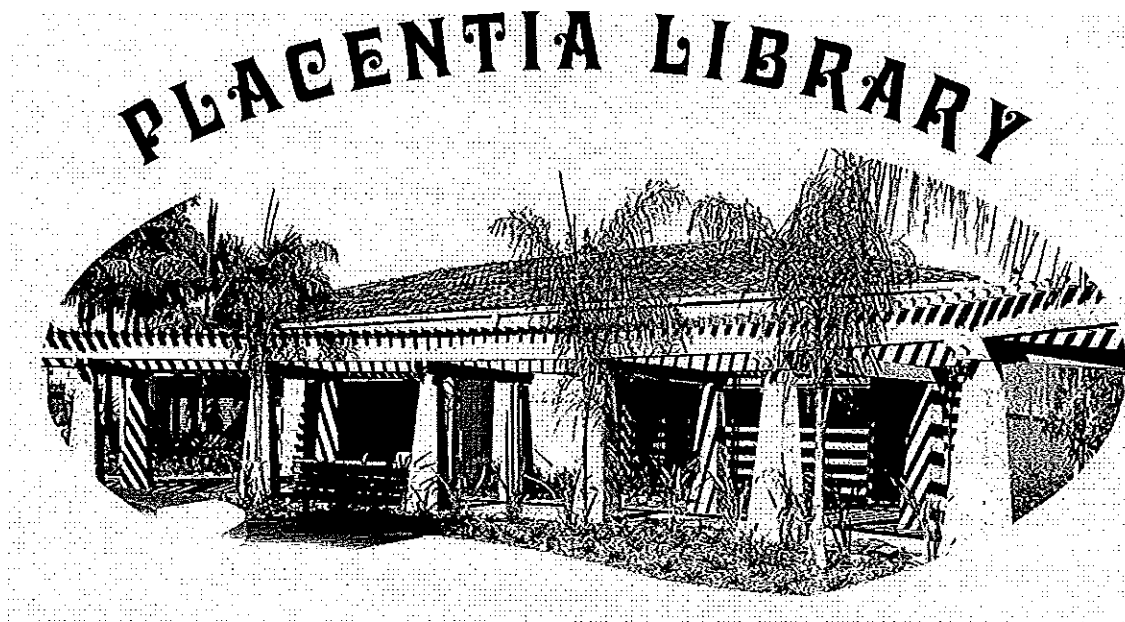
Public Services

Technology

Marketing

Finance

Operations

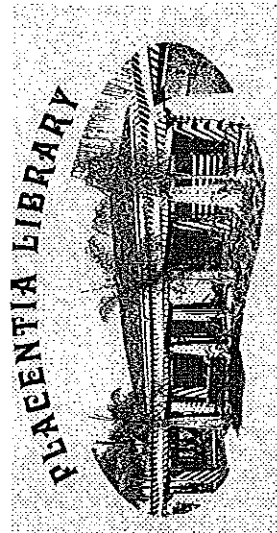


The Vision of the Placentia Library District is to inspire exploration, open minds and bring people together.

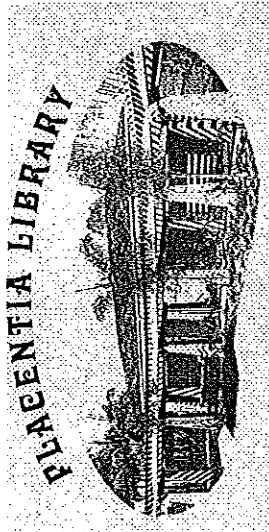
The Purpose of the Placentia Library District is to provide services and materials to our ever changing and diverse community.

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.



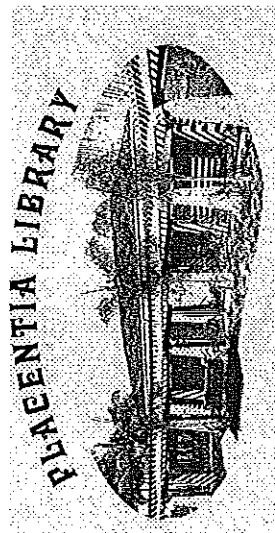
**Strategic Plan
38 Board & Public Ranked Priorities**



Strategic Plan
38 Board & Public Ranked Priorities

Goal	Objective	Priority	Cost
Expand and enhance reference services and programming:	Enhance Library programs by adding new programs such as: computer lessons, music series, and increasing monthly programs for adults.	Public Services 3	\$25,000
Develop or expand programming for elementary age children, young adults, and adults:	Recruit additional high school students as tutors for the homework clubs and as one-to-one tutors for grade school children.	Public Services 3	\$10,000
The District will become a full service public library.	The District will seek to have a library materials budget that is not less than 10% of its operational budget in any given year.	Operations 3	\$19,000
Develop or expand programming for elementary age children, young adults, and adults:	In Fiscal Year 2006-07, expand homework clubs for middle school students to include all Title I schools in Placentia—Melrose, Ruby Drive, and Tynes Elementary Schools. Increase the .5 FTE position in Literacy to 1 FTE to coordinate all off-site homework clubs.	Public Services 2	\$25,000

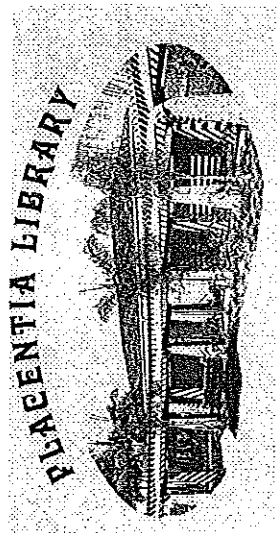
The Vision of the Placentia Library District is to inspire exploration, open minds and bring people together.



Strategic Plan
 38 Board & Public Ranked Priorities

Goal	Objective	Priority	Cost
Improve the Library's public access equipment program:	Create a business center with a self-service fax machine and a copier that both use a self-service debit/credit card point of sale system.	Technology 2	\$8,000
Improve the Library's inventory control, collection maintenance and collection development:	Transition the collection to keep up with technology changes in media including but not limited to e-books, downloadable audio books and replacing videos with DVDs. Eliminate tape based media.	Technology 2	\$30,000
Identify and apply for State, Federal and private grants for Library operations and programs:	Continue using a professional grant writer to apply for Literacy program grants from corporations and private foundations.	Finance 2	\$12,000
Improve the Library's public access equipment program:	Eliminate the current debit card system for photocopies and printers and replace it with a self-service debit/credit card point of sale system.	Technology 2	\$8,000

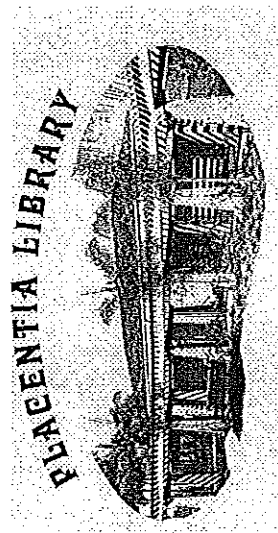
The Vision of the Placentia Library District is to inspire exploration, open minds and bring people together.



Strategic Plan
 38 Board & Public Ranked Priorities

Goal	Objective	Priority	Cost
Determine whether to explore the feasibility of constructing a new facility in the Placentia Old Town Redevelopment Project.	Determine whether the District is interested in pursuing another JPA facility with the City that will include a Community Center and Senior Center by conducting a community opinion survey.	Facility 2	\$10,000
Improve the Library's public access equipment program:	Establish a three-year replacement schedule for computers and printers.	Technology 2	\$0.00
Develop or expand programming for elementary age children, young adults, and adults:	Recruit additional adult tutors to match with adult students.	Public Services 2	\$10,000
Develop a multi-year Capital Improvements Budget:	Select and hire a public agency finance consultant to work with staff to develop a capital improvements budget for the next five years.	Finance 2	\$5,000
Expand and enhance reference services and programming:	Increase outreach to schools to include attending faculty meetings and periodically inviting teachers to special tours.	Public Services 2	\$1,500

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

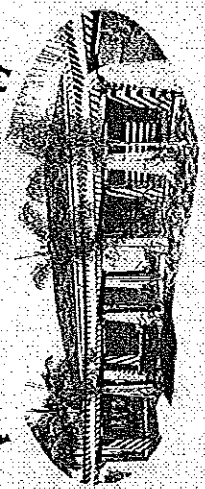


Strategic Plan
 38 Board & Public Ranked Priorities

Goal	Objective	Priority	Cost
Strengthen and expand the Placentia History Room Collection:	Create a series of videos on topics of Placentia History including interviewing local leaders and preparing oral histories.	Public Services 1	\$10,000
Improve the Library's inventory control, collection maintenance and collection development:	Convert existing microfilm collections to digital format.	Technology 1	\$15,000
Implement minimal cost facility projects that will improve staff productivity and the public's ability to use the Library:	Establish a procedure for conducting an environmental audit of the facility every five years to ensure safe public service and staff working conditions.	Facility 1	\$5,000
Provide a smooth transition for Library services to an internet-based platform:	Create a staff intranet to improve the speed and quality of inter-staff communications.	Technology 1	\$2,000
Improve staff productivity by assisting staff with the use of technology:	Create a training program and procedures manual to teach staff members how to use the telephone system.	Technology 1	\$1,500

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

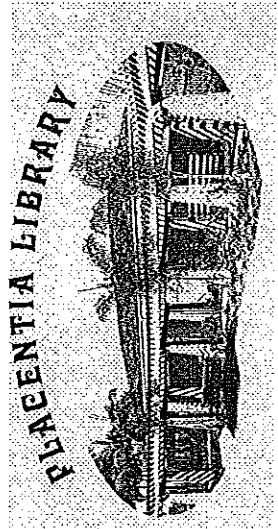
PLACENTIA LIBRARY



Strategic Plan
 38 Board & Public Ranked Priorities

Goal	Objective	Priority	Cost
Implement minimal cost facility projects that will improve staff productivity and the public's ability to use the Library:	Maintain a five year replacement schedule for office computers and printers.	Technology 1	\$0.00
Identify and apply for State, Federal and private grants for Library operations and programs:	Continue to use staff time to apply for State Library grants for whatever programs would benefit the District's clients.	Finance 1	\$0.00
Expand outreach to seniors:	Offer off-site tutor training at senior living facilities.	Public Services 1	0.00
Provide a smooth transition for Library services to an internet-based platform:	Establish a system to work with the Library's web site manager to ensure that information is current and comprehensive.	Technology 1	\$0.00
Develop or expand programming for elementary age children, young adults, and adults:	In the Children's Department, in Fiscal Year 2006-07, add one full-time equivalent to facilitate and coordinate off-site children's programming and Library related events	Public Services 1	\$48,000

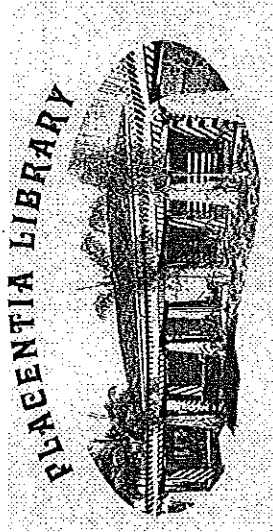
The Vision of the Placentia Library District is to inspire exploration, open minds and bring people together.



Strategic Plan
38 Board & Public Ranked Priorities

Goal	Objective	Priority	Cost
Reassign the space in the public service areas:	Remodel the Preschool reading area.	Public Services 1	\$25,000
Expand the support program for home-schooled children:	Provide on-site Library support to Parkview School so that home-schooled children are aware of all children's programming.	Public Services 1	\$10,000
Establish a 3-year cycle of community surveys based on the American Library Association's "Planning for Results", using multi-lingual instruments, using professional sampling procedures and administered in person in the Library, by mail and electronically:	Send Library managers for Public Library Association's training workshops on "Planning for Results"	Marketing 1	\$6,000

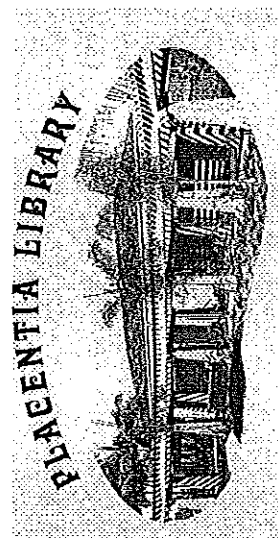
The Vision of the Placentia Library District is to inspire exploration, open minds and bring people together.



Strategic Plan
 38 Board & Public Ranked Priorities

Goal	Objective	Priority	Cost
Increase the Library Board Library Staff, Friends of Placentia Library Board of Directors and Placentia Library District Board of Directors' awareness of the principles of public service and non-profit marketing and branding:	Provide continuing education training in the areas of marketing and branding by participating in lectures or seminars presented by the Orange County Volunteer Center, the Gianneschi Center for Nonprofit Research, the California Association of Library Trustees and Commissioners, the Association of Professional Fundraisers, the Planned Giving Round Table or the California Special Districts Association.	Marketing 1	\$4,000
Expand the communications program with area schools:	Provide a Placentia Library Hours and website poster for every public or private class room in Placentia.	Public Services 1	\$1,000
Determine whether to explore the feasibility of constructing a new facility in the Placentia Old Town Redevelopment Project:	Discuss the project with the City and Developer and determine whether there is an interest in pursuing the project by March 2006.	Facility 1	\$0.00

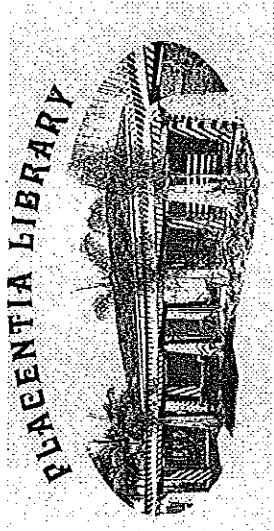
The Vision of the Placentia Library District is to inspire exploration, open minds and bring people together.



Strategic Plan
 38 Board & Public Ranked Priorities

Goal	Objective	Priority	Cost
<p>If by March 2006 it is apparent that a new facility in the Placentia Old Town Redevelopment Area is not feasible the Library Board will begin a study of remodeling, renovation and expansion options for the current facility.</p>	<p>Determine whether to actively support the California Library Bond Act of 2006 with the understanding that it is the potential source of funding for a remodeling and/or renovation project.</p>	<p>Facility 1</p>	<p>\$0.00</p>
<p>The District will seek to have competitive salaries and benefits for its employees:</p>	<p>The District will review its medical benefit package and determine whether to transfer into the Special District Risk Management Pool coverage.</p>	<p>Operations 1</p>	<p>\$0.00</p>
<p>The District will seek to have competitive salaries and benefits for its employees:</p>	<p>The District will conduct a position classification and compensation study for its non- exempt employees and take action on the recommendations of the study.</p>	<p>Operations 1</p>	<p>\$12,000</p>
<p>Determine whether to explore the feasibility of constructing a new facility in the Placentia Old Town Redevelopment Project:</p>	<p>Select a capital project finance consulting firm with independent special district experience to conduct a workshop for the Library Board to discuss capital funding options.</p>	<p>Facility 1</p>	<p>\$2,500</p>

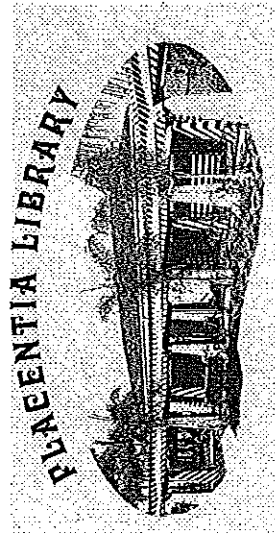
The Vision of the Placentia Library District is to inspire exploration, open minds and bring people together.



Strategic Plan
 38 Board & Public Ranked Priorities

Goal	Objective	Priority	Cost
Expand the support program for home-schooled children:	Provide flyers that detail library services to Parkview School (home-school support school) so that home-schooled children are aware of the library's programs.	Public Services 1	\$500
Develop a multi-year Capital Improvements Budget:	Set priorities for implementing the Capital Improvements Budget.	Finance 1	\$0.00
Expand and enhance reference services and programming:	Encourage more patron use of 24/7 services.	Public Services 1	0.00
Expand and enhance reference services and programming:	Promote patron use of the Library website at the Library and at home.	Public Services 1	0.00
Provide a smooth transition for Library services to an internet-based platform:	Establish a system to monitor and make recommendations for modifying the design and content of the Library's web site.	Technology 1	\$0.00

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



**Strategic Plan
Ranking Summaries
Board/Public – Staff – Combined Total**

Placentia Library District Strategic Plan
Discussion Draft, February 4, 2006

Estimated Costs by Priority Level

Level #	Area	Description of Activity	Estimate	Bd/Public Subtotal	Staff Subtotal	Combined Total
1	Public Services	Enhance Library programs by adding new programs such as: computer lessons, music series, and increasing monthly programs for adults.	25,000	3	2	5
1	Public Services	Recruit additional high school students as tutors for the homework clubs and as one-to-one tutors for grade school children.	10,000	3	2	5
1	Operations	The District will seek to have a library materials budget that is not less than 10% of its operational budget in any given year.	19,000	3	0	3
1	Public Services	In Fiscal Year 2006-07, expand homework clubs for middle school students to include all Title I schools in Placentia—Melrose, Ruby Driv	25,000	2	4	6
1	Technology	Create a business center with a self-service fax machine and a copier that both use a self-service debit/credit card point of sale system.	8,000	2	4	6
1	Technology	Transition the collection to keep up with technology changes in media including but not limited to e-books, downloadable audio books and	30,000	2	2	4
1	Finance	Continue using a professional grant writer to apply for Literacy program grants from corporations and private foundations.	12,000	2	2	4
1	Technology	Eliminate the current debit card system for photocopies and printers and replace it with a self-service debit/credit card point of sale system.	8,000	2	2	4
1	Facility	Determine whether the District is interested in pursuing another JPA facility with the City that will include a Community Center and Senior	10,000	2	1	3
1	Technology	Establish a three-year replacement schedule for computers and printers.	0	2	1	3
1	Public Services	Recruit additional adult tutors to match with adult students.	10,000	2	0	2
1	Finance	Select and hire a public agency finance consultant to work with staff to develop a capital improvements budget for the next five years.	5,000	2	0	2
1	Public Services	Increase outreach to schools to include attending faculty meetings and periodically inviting teachers to special tours.	1,500	2	0	2
1	Public Services	Create a series of videos on topics of Placentia History including interviewing local leaders and preparing oral histories.	10,000	1	4	5
1	Technology	Convert existing microfilm collections to digital format.	15,000	1	3	4
1	Facility	Establish a procedure for conducting an environmental audit of the facility every five years to ensure safe public service and staff working c	5,000	1	3	4
1	Technology	Create a staff intranet to improve the speed and quality of inter-staff communications.	2,000	1	3	4
1	Technology	Create a training program and procedures manual to teach staff members how to use the telephone system.	1,500	1	3	4
1	Facility	Maintain a five year replacement schedule for office computers and printers.	0	1	2	3
1	Finance	Continue to use staff time to apply for State Library grants for whatever programs would benefit the District's clients.	0	1	2	3
1	Public Services	Offer off-site tutor training at senior living facilities.	0	1	2	3
1	Technology	Establish a system to work with the Library's web site manager to ensure that information is current and comprehensive.	0	1	2	3

Placentia Library District Strategic Plan
Discussion Draft, February 4, 2006

Estimated Costs by Priority Level

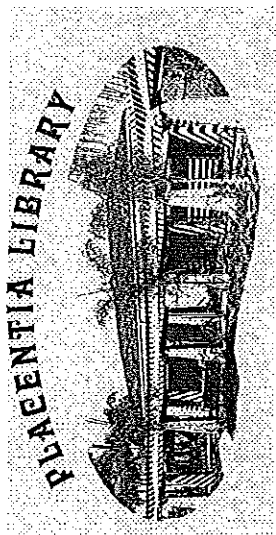
Level #	Area	Description of Activity	Bd/Public		Staff		Combined Total
			Estimate	Subtotal	Subtotal	Total	
1	Public Services	In the Children's Department, in Fiscal Year 2006-07, add one full-time equivalent to facilitate and coordinate off-site children's programs	48,000	1	1	1	2
1	Public Services	Remodel the Preschool reading area	25,000	1	1	1	2
1	Public Services	Provide on-site Library support to Parkview School so that home-schooled children are aware of all children's programming.	10,000	1	1	1	2
1	Marketing	Send Library managers for Public Library Association's training workshops on "Planning for Results"	6,000	1	1	1	2
1	Marketing	Provide continuing education training in the areas of marketing and branding by participating in lectures or seminars presented by the Oran	4,000	1	1	1	2
1	Public Services	Provide a Placentia Library Hours and website poster for every public or private school in Placentia.	1,000	1	1	1	2
1	Facility	Discuss the project with the City and Developer and determine whether there is an interest in pursuing the project by March 2006.	0	1	1	1	2
1	Facility	Determine whether to actively support the California Library Bond Act of 2006 with the understanding that it is the potential source of funds	0	1	1	1	2
1	Operations	The District will review its medical benefit package and determine whether to transfer into the Special District Risk Management Pool cover	0	1	1	1	2
1	Operations	The District will conduct a position classification and compensation study for its non-exempt employees and take action on the recommendation	12,000	1	0	0	1
1	Facility	Select a capital project finance consulting firm with independent special district experience to conduct a workshop for the Library Board to	2,500	1	0	0	1
1	Public Services	Provide flyers that detail literacy services to Parkview School (home-school support school) so that home-schooled children are aware of it	200	1	0	0	1
1	Finance	Set priorities for implementing the Capital Improvements Budget.	0	1	0	0	1
1	Public Services	Encourage more patron use of 24/7 services.	0	1	0	0	1
1	Public Services	Promote patron use of the Library website at the Library and at home.	0	1	0	0	1
1	Technology	Establish a system to monitor and make recommendations for modifying the design and content of the Library's web site.	0	1	0	0	1
1	Public Services	Expand the days of the homework clubs on-site and at Topaz Elementary School to 4 days each week.	10,000	0	3	3	3
1	Public Services	Designate the space adjacent to the literacy office (east of the office) as "Reserved for homework club and literacy tutoring".	5,000	0	3	3	3
1	Public Services	Convert Placentia newspapers to microfilm for purposes of preservation and also to electronic format with key word indexing for use by the	20,000	0	2	2	2
1	Public Services	Partner with local area social services and medical providers to identify and establish a priority list of projects for digitizing the History Room	10,000	0	2	2	2
1	Technology	Create a training program and procedures manual to teach staff members how to use the intranet in an effective and professional manner.	500	0	2	2	2
1	Public Services	Prepare and distribute elementary and secondary editions of the <i>Newsletter for Teachers</i> to be distributed four times per year to the admini	3,000	0	1	1	1

Placentia Library District Strategic Plan
Discussion Draft, February 4, 2006

Estimated Costs by Priority Level

Level #	Area	Description of Activity	Estimate	Bd/Public		Staff	Combined	Total
				Subtotal	Subtotal			
1	Finance	Select a public agency finance consulting firm with independent special district experience to conduct a workshop for the Library Board to.	1,500	0	0	1	1	1
1	Public Services	Offer incentives (key-chains, water bottles) to seniors who are active tutors.	750	0	0	1	1	1
1	Operations	The Volunteer Coordinator will work with the schools to promote the Library as a site for community service volunteers.	500	0	0	1	1	1
1	Finance	Monitor the implementation of all entrepreneurial activities to ensure that each is providing more income than its cost.	0	0	0	1	1	1
1	Technology	Improve the accuracy of the collection of data about in-building reference and readers' advisory inquiries and program attendance.	0	0	0	1	1	1
1	Operations	The District will expand its Library hours of service to 7 days per week before adding any additional services or programs.	107,000	0	0	0	0	0
1	Public Services	Participate in the American Library Association's "Every Child a Library Card" program each September by coordinating with all of the public libraries in the district.	1,500	0	0	0	0	0
1	Marketing	Arrange for the Gianneschi Professor of Nonprofit Marketing to conduct a workshop for the Library Board, Staff, Friends Directors and Friends.	750	0	0	0	0	0
1	Marketing	Provide copies of "Planning for Results" to all elected officials and Library managers.	500	0	0	0	0	0
1	Finance	Continue to use District staff to create revenue flows to be used to fund District programs and services.	0	0	0	0	0	0
1	Marketing	Establish a relationship with the staff of the Gianneschi Center for Nonprofit Research at California State University, Fullerton.	0	0	0	0	0	0
1	Technology	Create a program to reduce the amount of in building physical processing to gifts and local materials only by requiring acquisitions staff to process materials.	0	0	0	0	0	0
1	Technology	Work with the State Library of California and other public libraries to ensure that collection usage and circulation data is being collected and analyzed.	0	0	0	0	0	0
Total Level 1			466,700	54	71	71	125	125

**Strategic Plan
Completed Fiscal Year 2005-2006**

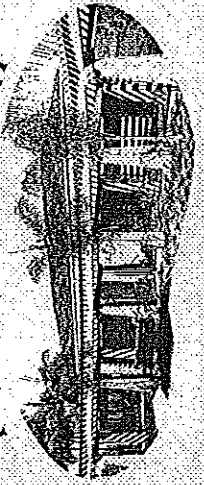


Placentia Library District Strategic Plan
 Discussion Draft, February 4, 2006

Estimated Costs by Priority Level

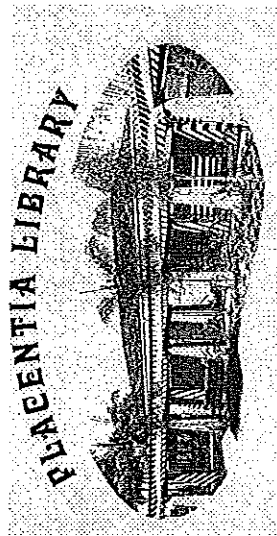
Level #	Area	Description of Activity	Estimate
FY2005-06	Technology	Replace the security gates with gates that work reliably and meet ADA compliance.	14,000
FY2005-06	Facility	Create an office for the Development Director in the Conference Room, move the Conference Room Table to the Placentia History Room	10,000
FY2005-06	Facility	Replace 44 wooden chairs in the Children's Department with ones purchased by the Placentia Library Foundation.	8,800
FY2005-06	Operations	The District will conduct a position classification and compensation study for its exempt employees and take action on the recommendations.	5,000
FY2005-06	Facility	Add three group study tables with 24 wooden chairs purchased by the Placentia Library Foundation to the southwest corner, old audio-vis	4,800
FY2005-06	Technology	Improve the accuracy of the attendance information in the Library.	3,000
FY2005-06	Facility	Replace the desk and credenza in the Manager of Administrative Services' office.	2,000
FY2005-06	Facility	Update and add additional signage to the public service and Friends Book Store areas.	1,500
FY2005-06	Facility	Reorganize the space and desk allocations in the Staff Workroom and Cubicles.	1,000
FY2005-06	Public Services	Continue children's programming for lap-sits and preschool.	7,500
FY2005-06	Technology	Create up to 4 computer-managed short-use terminals for maximum individual use up to 15 minutes with no staff assistance.	0
FY2005-06	Public Services	Continue our Federal Work Study (FWS) partnerships with Western State University College of Law and Cal State University Fullerton, a	0
FY2005-06	Public Services	Continue our partnership with Valencia High School to recruit Val-Tech and International Baccalaureate University tutors.	0
FY2005-06	Public Services	Continue tutoring adults with low reading skill and adults with limited English skills.	0
Subtotal Fiscal Year 2005-2006			57,600

PLACENTIA LIBRARY



**Strategic Plan
Completed Fiscal Year 2005-2006**

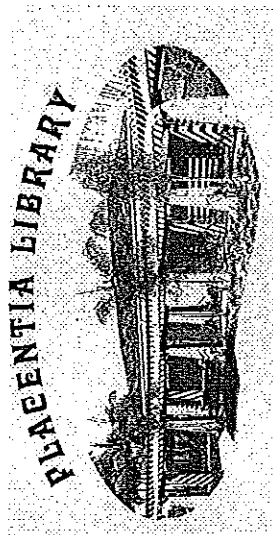
Goal	Objective	Priority	Cost
Improve the Library's inventory control, collection maintenance and collection development:	Replace the security gates with gates that work reliably and meet ADA compliance.	Fiscal Year 2005-2006 Technology	\$14,000
Implement minimal cost facility projects that will improve staff productivity and the public's ability to use the Library:	Create an office for the Development Director in the Conference Room, move the Conference Room Table to the Placentia History Room and move Passport Services to the Administrative Office Reception area. Add 12 conference chairs purchased by the Placentia Library Foundation and 8 executive office chairs purchased by the District.	Fiscal Year 2005-2006 Facility	\$10,000
Implement minimal cost facility projects that will improve staff productivity and the public's ability to use the Library:	Replace 44 wooden chairs in the Children's Department with ones purchased by the Placentia Library Foundation.	Fiscal Year 2005-2006 Facility	\$8,800
The District will seek to have competitive salaries and benefits for its employees:	The District will conduct a position classification and compensation study for its exempt employees and take action on the recommendations of the study.	Fiscal Year 2005-2006 Operations	\$5,000



Strategic Plan
 Completed Fiscal Year 2005-2006

Implement minimal cost facility projects that will improve staff productivity and the public's ability to use the Library:	Add three group study tables with 24 wooden chairs purchased by the Placentia Library Foundation to the southwest corner, old audio-visual area.	Fiscal Year 2005-2006 Facility	\$4,800
Create and maintain a comprehensive reporting mechanism for the use of Library materials and databases:	Improve the accuracy of the attendance information in the Library.	Fiscal Year 2005-2006 Technology	\$3,000
Implement minimal cost facility projects that will improve staff productivity and the public's ability to use the Library:	Replace the desk and credenza in the Administrative Assistant's office.	Fiscal Year 2005-2006 Facility	\$2,000
Implement minimal cost facility projects that will improve staff productivity and the public's ability to use the Library:	Update and add additional signage to the public service and Friends Book Store areas.	Fiscal Year 2005-2006 Facility	\$1,500
Implement minimal cost facility projects that will improve staff productivity and the public's ability to use the Library:	Reorganize the space and desk allocations in the Staff Workroom and Cubicles.	Fiscal Year 2005-2006 Facility	\$1,000
Develop or expand programming for elementary age children, young adults, and adults:	Continue children's programming for lap-sits and preschool.	Fiscal Year 2005-2006 Public Services	\$7,500

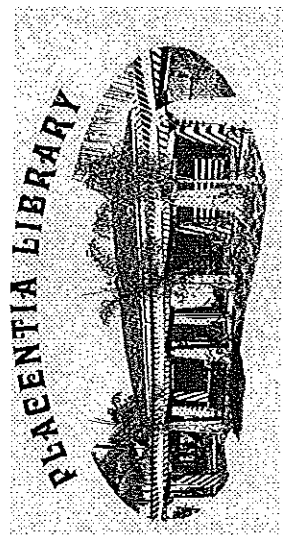
The Vision of the Placentia Library District is to inspire exploration, open minds and bring people together.



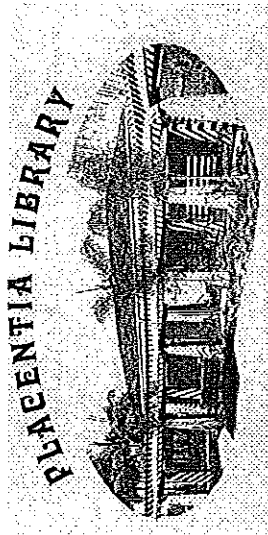
**Strategic Plan
Completed Fiscal Year 2005-2006**

<p>Make the automated library system more self-sufficient for library clients to use both in the Library and by computer access outside the Library:</p>	<p>Create up to 4 computer-managed short-use terminals for maximum individual use up to 1.5 minutes with no staff assistance.</p>	<p>Fiscal Year 2005-2006 Technology \$0.00</p>
<p>Expand the communications program with area schools:</p>	<p>Continue our Federal Work Study (FWS) partnerships with Western State University College of Law and Cal State University Fullerton, and encourage both institutions to increase the FWS award to the Placentia Library Literacy Services.</p>	<p>Fiscal Year 2005-2006 Public Services 0.00</p>
<p>Develop or expand programming for elementary age children, young adults, and adults:</p>	<p>Continue our partnership with Valencia High School to recruit Val-Tech and International Baccalaureate University tutors.</p>	<p>Fiscal Year 2005-2006 Public Services 0.00</p>
<p>Develop or expand programming for elementary age children, young adults, and adults:</p>	<p>Continue tutoring adults with low reading skill and adults with limited English skills.</p>	<p>Fiscal Year 2005-2006 Public Services 0.00</p>

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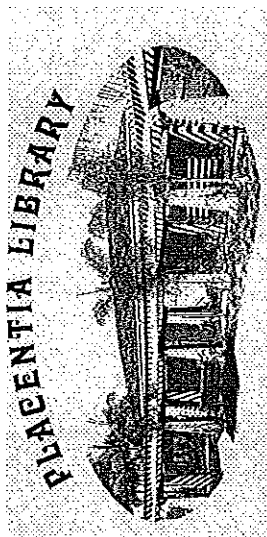
**Strategic Plan
Facility
Items not selected by Board/Public
& Facility Summary**



Strategic Plan 2005 Facility

Goal	Objective	Priority	Cost
<p>If by March 2006 it is apparent that a new facility in the Placentia Old Town Redevelopment Area is not feasible the Library Board will begin a study of remodeling, renovation and expansion options for the current facility.</p>	<p>Select a capital project finance consulting firm with independent special district experience to conduct a workshop for the Library Board to discuss capital funding options for remodeling, renovation and/or expansion.</p>	1 st Level	\$2,500
<p>Determine whether to explore the feasibility of constructing a new facility in the Placentia Old Town Redevelopment Project:</p>	<p>Select a marketing firm to assist the Library Board and staff design and implement a plan to introduce the concept of a new facility to the community and to design and conduct a community survey to establish the level of community support for financing such a project.</p>	2 nd Level	\$25,000
<p>If by March 2006 it is apparent that a new facility in the Placentia Old Town Redevelopment Area is not feasible the Library Board will begin a study of remodeling, renovation and expansion options for the current facility.</p>	<p>Select a marketing firm to assist the Library Board and staff design and implement a plan to introduce the concept of a remodeled and/or expanded facility to the community and to design and conduct a community survey to establish the level of community support for financing such a project.</p>	2 nd Level	\$25,000
<p>Implement minimal cost facility projects that will improve staff productivity and the public's ability to use the Library:</p>	<p>Modify existing building directional signage to include Spanish.</p>	2 nd Level	\$1,500

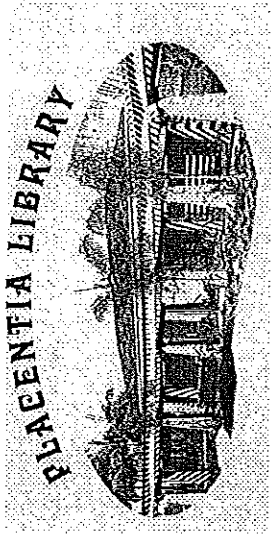
Strategic Plan 2005
 Facility



Goal	Objective	Priority	Cost
Implement minimal cost facility projects that will improve staff productivity and the public's ability to use the Library:	Add nine units of single face shelving to the south wall of the Children's Department.	2 nd Level	\$15,000
Implement minimal cost facility projects that will improve staff productivity and the public's ability to use the Library:	Replace the new book display shelving on the north side of the public services entryway with standard-width DVD display shelving.	2 nd Level	\$8,000
Determine whether to explore the feasibility of constructing a new facility in the Placentia Old Town Redevelopment Project:	Select a public library facilities consultant to assist the Library Board and staff to develop a building plan that meets all Federal and California handicapped accessibility requirements, establish a timetable and select an architectural firm.	3 rd Level	\$50,000
If by March 2006 it is apparent that a new facility in the Placentia Old Town Redevelopment Area is not feasible the Library Board will begin a study of remodeling, renovation and expansion options for the current facility.	Select a public library facilities consultant to assist the Library Board and staff to develop a building plan that meets all Federal and California handicapped accessibility requirements, establish a timetable and select an architectural firm.	3 rd Level	\$50,000

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

Strategic Plan 2005 Facility

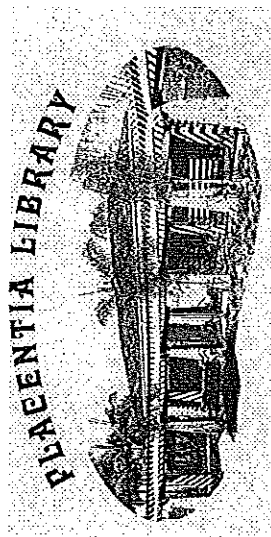


Determine whether to explore the feasibility of constructing a new facility in the Placentia Old Town Redevelopment Project.

- ☐ Discuss the project with the City and Developer and determine whether there is an interest in pursuing the project by March 2006.
- ☐ Determine whether the District is interested in pursuing another JPA facility with the City that will include a Community Center and Senior Center.
- ☐ Select a capital project finance consulting firm with independent special district experience to conduct a workshop for the Library Board to discuss capital funding options.
- ☐ Select a marketing firm to assist the Library Board and staff design and implement a plan to introduce the concept of a new facility to the community and to design and conduct a community survey to establish the level of community support for financing such a project.
- ☐ Select a public library facilities consultant to assist the Library Board and staff to develop a building plan that meets all Federal and California handicapped accessibility requirements, establish a timetable and select an architectural firm.

If by March 2006 it is apparent that a new facility in the Placentia Old Town Re-Development Area is not feasible the Library Board will begin a study of remodeling, renovation and expansion options for the current facility.

- ☐ Determine whether to actively support the California Library Bond Act of 2006 with the understanding that it is the potential source of funding for a remodeling and/or renovation project.
- ☐ Select a capital project finance consulting firm with independent special district experience to conduct a workshop for the Library Board to discuss capital funding options for remodeling, renovation and/or expansion.
- ☐ Select a marketing firm to assist the Library Board and staff design and implement a plan to introduce the concept of a remodeled and/or expanded facility to the community and to design and conduct a community survey to establish the level of community support for financing such a project.
- ☐ Select a public library facilities consultant to assist the Library Board and staff to develop a building plan that meets all Federal and California handicapped accessibility requirements, establish a timetable and select an architectural firm.

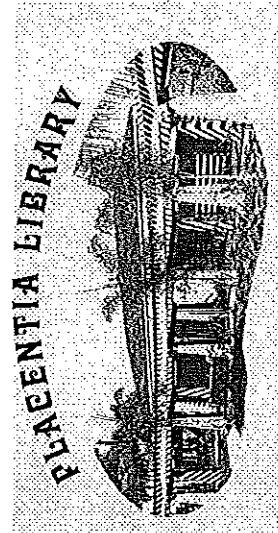


Strategic Plan 2005 Facility

Implement minimal cost facility projects that will improve staff productivity and the public's ability to use the Library:

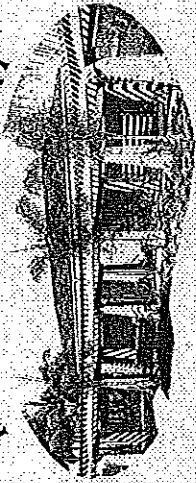
- 📖 Create an office for the Development Director in the Conference Room, move the Conference Room Table to the Placentia History Room and move Passport Services to the Administrative Office Reception area. Add 12 conference chairs purchased by the Placentia Library Foundation and 8 executive office chairs purchased by the District.
- 📖 Update and add additional signage to the public service and Friends Book Store areas.
- 📖 Modify existing building directional signage to include Spanish.
- 📖 Add nine units of single face shelving to the south wall of the Children's Department.
- 📖 Replace the new book display shelving on the north side of the public services entryway with standard-width DVD display shelving.
- 📖 Add three group study tables with 24 wooden chairs purchased by the Placentia Library Foundation to the southwest corner, old audio-visual area.
- 📖 Replace 44 wooden chairs in the Children's Department with ones purchased by the Placentia Library Foundation.
- 📖 Replace the desk and credenza in the Administrative Assistant's office.
- 📖 Reorganize the space and desk allocations in the Staff Workroom and Cubicles.
- 📖 Maintain a five year replacement schedule for office computers and printers.
- 📖 Establish a procedure for conducting an environmental audit of the facility every five years to ensure safe public service and staff working conditions.

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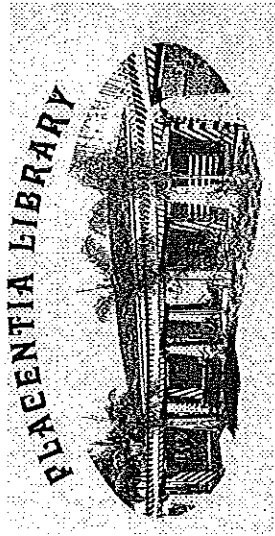
**Strategic Plan
Public Services
Items not selected by Board/Public
& Public Services Summary**

PLACENTIA LIBRARY



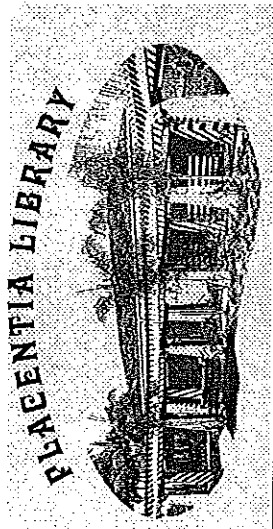
Strategic Plan 2005
 Public Services

Goal	Objective	Priority	Cost
Expand the communications program with area schools:	Prepare and distribute elementary and secondary editions of the <i>Newsletter for Teachers</i> to be distributed four times per year to the administrators and faculty of all District public and private schools to promote Placentia Library services and programs for students and teachers.	Level 1	\$3,000
Expand the communications program with area schools:	Participate in the American Library Association's "Every Child a Library Card" program each September by coordinating with all of the public and private schools in Placentia serving preschoolers through sixth grade and providing each student with a take-home letter in English and Spanish and a Library bookmark, inviting every family to visit Placentia Library, use the Library's website and get library cards.	Level 1	\$1,500
Reassign the space in the public service areas:	Designate the space adjacent to the literacy office (east of the office) as "Reserved for homework club and literacy tutoring".	Level 1	\$5,000



Strategic Plan 2005
 Public Services

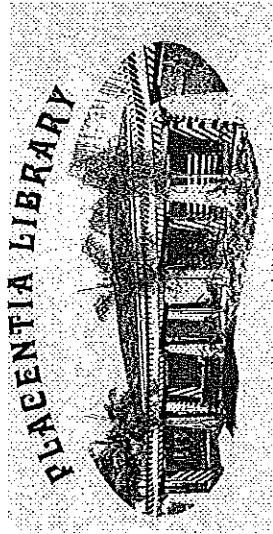
Goal	Objective	Priority	Cost
Expand outreach to seniors:	Offer incentives (key-chains, water bottles) to seniors who are active tutors.	Level 1	\$750
Create a program of service for the homebound:	Partner with local area social services and medical providers to identify potential homebound library service users.	Level 1	\$10,000
Strengthen and expand the Placentia History Room Collection:	Establish a priority list of projects for digitizing the History Room Collection and apply for grants to fund these projects.	Level 1	0.00
Strengthen and expand the Placentia History Room Collection:	Convert Placentia newspapers to microfilm for purposes of preservation and also to electronic format with key word indexing for use by the public.	Level 1	\$20,000
Expand the communications program with area schools:	To reestablish and expand our service learner partnership with Fullerton College.	Level 2	0.00
Reassign the space in the public service areas:	Remodel the Public Services area to include a computer lab/classroom.	Level 2	\$20,000



Strategic Plan 2005
 Public Services

Goal	Objective	Priority	Cost
Create a program of service for the homebound:	Partner with the Friends of Placentia Library to establish delivery and pick up of library materials for the homebound.	Level 2	\$2,000
Expand outreach to seniors:	Offer off-site programs for seniors (i.e. great books or everyone reads one book) at senior living facilities.	Level 2	\$5,000
Strengthen and expand the Placentia History Room Collection:	Increase the public service hours.	Level 2	\$17,000
Strengthen and expand the Placentia History Room Collection:	Develop programs on topics of Placentia History for presentation to elementary school students and adults.	Level 2	\$5,000

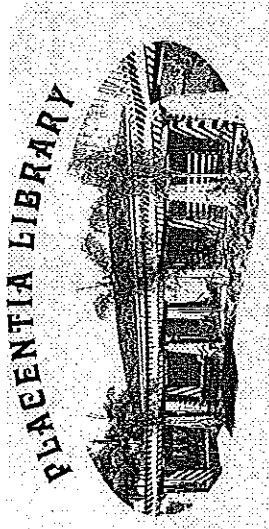
The Vision of the Placentia Library District is to inspire exploration, open minds and bring people together.



Strategic Plan 2005 Public Services

Expand the communications program with area schools:

- ☐ Prepare and distribute elementary and secondary editions of the *Newsletter for Teachers* to be distributed four times per year to the administrators and faculty of all District public and private schools to promote Placentia Library services and programs for students and teachers. (Level 1)
- ☐ In coordination with the Placentia/Yorba Linda Unified School District Administration, sponsor and organize an annual breakfast program at Placentia Library for both elementary and secondary school librarians to promote and discuss services, programs and ways in which Placentia Library can better serve their schools. (Level 2)
- ☐ Continue our Federal Work Study (FWS) partnerships with Western State University College of Law and Cal State University Fullerton, and encourage both institutions to increase the FWS award to the Placentia Library Literacy Services. (Level 1)
- ☐ To reestablish and expand our service learner partnership with Fullerton College. (Level 2)
- ☐ Participate in the American Library Association's "Every Child a Library Card" program each September by coordinating with all of the public and private schools in Placentia serving preschoolers through sixth grade and providing each student with a take-home letter in English and Spanish and a Library bookmark, inviting every family to visit Placentia Library, use the Library's website and get library cards. (Level 1)
- ☐ Provide a Placentia Library Hours and website poster for every public or private class room in Placentia. (Level 1)



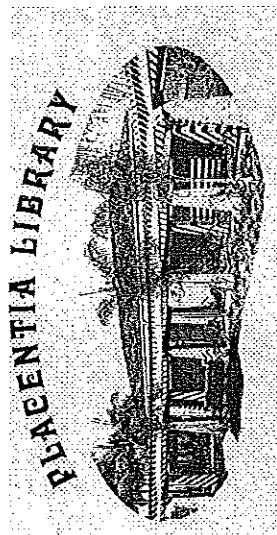
Strategic Plan 2005 Public Services

Develop or expand programming for elementary age children, young adults, and adults:

- ☐ Expand the days of the homework clubs on-site and at Topaz Elementary School to 4 days each week. (Level 1)
- ☐ Continue children's programming for lap-sits and preschool. (Level 1)
- ☐ Recruit additional high school students as tutors for the homework clubs and as one-to-one tutors for grade school children. (Level 1)
- ☐ Continue our partnership with Valencia High School to recruit Val-Tech and International Baccalaureate University tutors. (Level 1)
- ☐ Continue tutoring adults with low reading skill and adults with limited English skills. (Level 1)
- ☐ Recruit additional adult tutors to match with adult students. (Level 1)
- ☐ In the Children's Department, in Fiscal Year 2006-07, add one full-time equivalent to facilitate and coordinate off-site children's programming and Library related events (Level 1)
- ☐ In Fiscal Year 2006-07, expand homework clubs for middle school students to include all Title I schools in Placentia—Melrose, Ruby Drive, and Tynes Elementary Schools. Increase the .5 FTE position in Literacy to 1 FTE to coordinate all off-site homework clubs. (Level 1)

Reassign the space in the public service areas:

- ☐ Designate the space adjacent to the literacy office (east of the office) as "Reserved for homework club and literacy tutoring". (Level 1)
- ☐ Remodel the Preschool reading area (Level 1)
- ☐ Remodel the Public Services area to include a computer lab/classroom. (Level 2)



Strategic Plan 2005 Public Services

Expand the support program for home-schooled children:

- ▣ Provide flyers that detail the library's services to Parkview School (home-school support school) so that home-schooled children are aware of the library's programs. (Level 1)
- ▣ Provide on-site Library support to Parkview School so that home-schooled children are aware of all children's programming. (Level 1)

Expand and enhance reference services and programming:

- ▣ Encourage more patron use of 24/7 services. (Level 1)
- ▣ Promote patron use of the Library website at the Library and at home.
- ▣ Enhance Library programs by adding new programs such as: computer lessons, music series, and increasing monthly programs for adults.
- ▣ Increase outreach to school, to include attending faculty meetings and periodically inviting teachers to special tours.

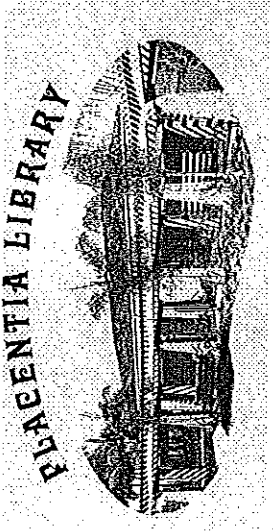
Create a program of service for the homebound:

- ▣ Partner with local meals-on-wheels to establish delivery and pick up of library materials for the homebound. (Level 2)
- ▣ Partner with local area social services and medical providers to identify potential homebound library service users. (Level 1)

Expand outreach to seniors:

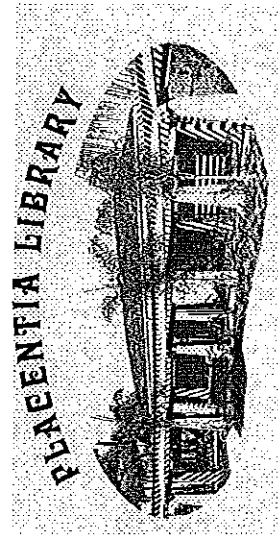
- ▣ Offer off-site programs for seniors (i.e. great books or everyone reads one book) at senior living facilities. (Level 2)
- ▣ Offer off-site tutor training at senior living facilities. (Level 1)
- ▣ Offer incentives (key-chains, water bottles) to seniors who are active tutors. (Level 1)

Strategic Plan 2005 Public Services



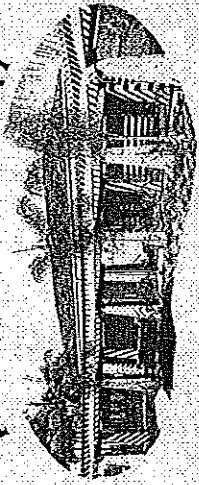
Strengthen and expand the Placentia History Room Collection:

- ☐ Establish a priority list of projects for digitizing the History Room Collection and apply for grants to fund these projects. (Level 1)
- ☐ Increase the public service hours. (Level 1)
- ☐ Develop programs on topics of Placentia History for presentation to elementary school students and adults. (Level 2)
- ☐ Create a series of videos on topics of Placentia History including interviewing local leaders and preparing oral histories. (Level 1)
- ☐ Convert Placentia newspapers to microfilm for purposes of preservation and also to electronic format with key word indexing for use by the public. (Level 1)



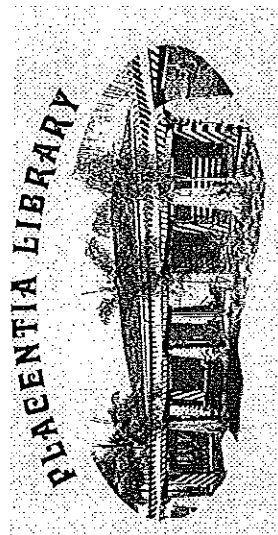
**Strategic Plan
Technology
Items not selected by Board/Public
& Technology Summary**

PLACENTIA LIBRARY



Strategic Plan 2005
 Technology

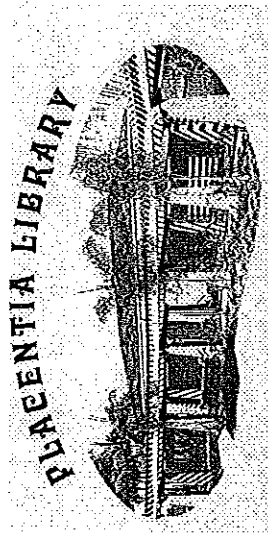
Goal	Objective	Priority	Cost
<p>Improve the Library's inventory control, collection maintenance and collection development:</p>	<p>Create a program to reduce the amount of in building physical processing to gifts and local materials only by requiring acquisitions staff to purchase only from pre-approved vendors who provide "shelf-ready" processing.</p>	<p>1st Level</p>	<p>\$0.00</p>
<p>Create and maintain a comprehensive reporting mechanism for the use of Library materials and databases:</p>	<p>Work with the State Library of California and other public libraries to ensure that collection usage and circulation data is being collected and reported in a uniform manner.</p>	<p>1st Level</p>	<p>\$0.00</p>
<p>Create and maintain a comprehensive reporting mechanism for the use of Library materials and databases:</p>	<p>Improve the accuracy of the collection of data about in-building reference and readers' advisory inquiries and program attendance.</p>	<p>1st Level</p>	<p>\$0.00</p>
<p>Improve staff productivity by assisting staff with the use of technology:</p>	<p>Create a training program and procedures manual to teach staff members how to use the intranet in an effective and professional manner.</p>	<p>1st Level</p>	<p>\$500</p>



Strategic Plan 2005
 Technology

Goal	Objective	Priority	Cost
<p>Make the automated library system more self-sufficient for library clients to use both in the Library and by computer access outside the Library:</p>	<p>Add self-service check-out capacity in the Library</p>	<p>2nd Level</p>	<p>\$30,000</p>
<p>Make the automated library system more self-sufficient for library clients to use both in the Library and by computer access outside the Library:</p>	<p>Expand the use of self service reserves and renewals</p>	<p>2nd Level</p>	<p>\$5,000</p>
<p>Make the automated library system more self-sufficient for library clients to use both in the Library and by computer access outside the Library:</p>	<p>Enable payment of fines and fees via the internet with debit/credit card.</p>	<p>2nd Level</p>	<p>\$5,000</p>
<p>Make the automated library system more self-sufficient for library clients to use both in the Library and by computer access outside the Library:</p>	<p>Enable client registration via the internet so that a visit to the Library is not required in order to use internet based services.</p>	<p>2nd Level</p>	<p>\$5,000</p>
<p>Improve the Library's public access equipment program:</p>	<p>Transition the public access computers to wireless.</p>	<p>2nd Level</p>	<p>\$5,000</p>

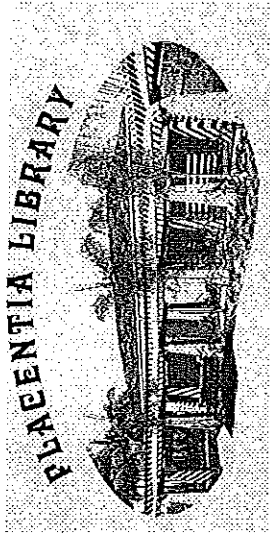
The Vision of the Placentia Library District is to inspire exploration, open minds and bring people together.



Strategic Plan 2005
 Technology

Goal	Objective	Priority	Cost
<p>Improve the Library's inventory control, collection maintenance and collection development:</p>	<p>Convert the collection to RFID to use for inventory control, checkout and shelf reading.</p>	<p>2nd Level</p>	<p>\$200,000</p>
<p>Provide a smooth transition for Library services to an internet-based platform:</p>	<p>Work with the Technology Committee and Library Directors of the Tri City Library Network to improve the usage of the online catalog by providing a more intuitive catalog interface.</p>	<p>2nd Level</p>	<p>\$15,000</p>
<p>Improve staff productivity by assisting staff with the use of technology:</p>	<p>Install an electronic attendance board on the intranet so that staff may see who is or isn't in the building at any given point in time.</p>	<p>2nd Level</p>	<p>\$500</p>
<p>Improve staff productivity by assisting staff with the use of technology:</p>	<p>Replace the photocopier in administration.</p>	<p>2nd Level</p>	<p>\$8,000</p>
<p>Improve the Library's public access equipment program:</p>	<p>Expand the number of public access computers to 50 workstations.</p>	<p>3rd Level</p>	<p>\$25,000</p>
<p>Improve the Library's public access equipment program:</p>	<p>Expand the wireless area to include the Civic Center patio.</p>	<p>3rd Level</p>	<p>\$3,000</p>

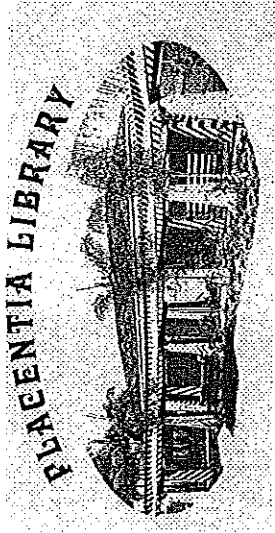
The Vision of the Placentia Library District is to inspire exploration, open minds and bring people together.



Strategic Plan 2005
 Technology

Goal	Objective	Priority	Cost
Improve the Library's inventory control, collection maintenance and collection development:	Create a group of advisory committees of Library users to make purchase recommendations for various genre or subject areas.	3 rd Level	\$500
Improve the Library's inventory control, collection maintenance and collection development:	Transition the acquisitions process to electronic ordering and payment.	3 rd Level	\$5,000

The Vision of the Placentia Library District is to ir- e exploration, open minds and bring people together.



Strategic Plan 2005 Technology

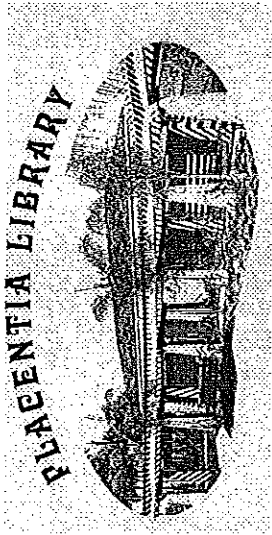
Make the automated library system more self-sufficient for library clients to use both in the Library and by computer access outside the Library:

- ☞ Add self-service check-out capacity in the Library
- ☞ Expand the use of self service reserves and renewals
- ☞ Enable payment of fines and fees via the internet with debit/credit card.
- ☞ Create up to 4 computer-managed short-use terminals for maximum individual use up to 15 minutes with no staff assistance.
- ☞ Enable client registration via the internet so that a visit to the Library is not required in order to use internet based services.

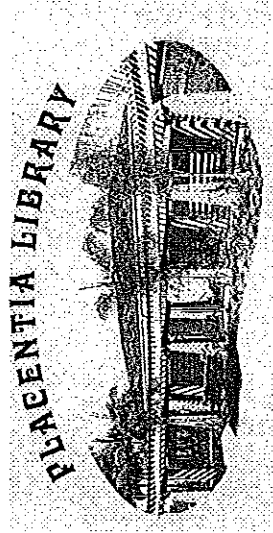
Improve the Library's public access equipment program:

- ☞ Expand the number of public access computers to 50 workstations.
- ☞ Establish a three-year replacement schedule for computers and printers.
- ☞ Transition the public access computers to wireless.
- ☞ Expand the wireless area to include the Civic Center patio.
- ☞ Eliminate the current debit card system for photocopies and printers and replace it with a self-service debit/credit card point of sale system.
- ☞ Create a business center with a self-service fax machine and a copier that both use a self-service debit/credit card point of sale system.

Strategic Plan 2005 Technology



- Improve the Library's inventory control, collection maintenance and collection development:
 - ☐ Replace the security gates with gates that work reliably and meet ADA compliance.
 - ☐ Convert the collection to RFID to use for inventory control, checkout and shelf reading.
 - ☐ Create and implement a more effective procedure for resolving security system alarms at the check out desk.
 - ☐ Create a system of scheduled collection usage reviews for the purpose of weeding.
 - ☐ Create a group of advisory committees of Library users to make purchase recommendations for various genre or subject areas.
 - ☐ Transition the collection to keep up with technology changes in media including but not limited to e-books, downloadable audio books and replacing videos with DVDs. Eliminate tape based media.
 - ☐ Convert existing microfilm collections to digital format.
 - ☐ Transition the acquisitions process to electronic ordering and payment.
 - ☐ Create a program to reduce the amount of in building physical processing to gifts and local materials only by requiring acquisitions staff to purchase only from pre-approved vendors who provide "shelf-ready" processing.
- Create and maintain a comprehensive reporting mechanism for the use of Library materials and databases:
 - ☐ Expand the collection of usage data of electronic based services provided by the Library by collecting and reporting the usage statistics of each database service used by someone with a Placentia Library authentication number by title of the database and indication of whether it was accessed in the Library or remotely.
 - ☐ Work with the State Library of California and other public libraries to ensure that collection usage and circulation data is being collected and reported in a uniform manner.
 - ☐ Improve the accuracy of the collection of data about in-building reference and readers' advisory inquiries and program attendance.
 - ☐ Improve the accuracy of the attendance information in the Library.



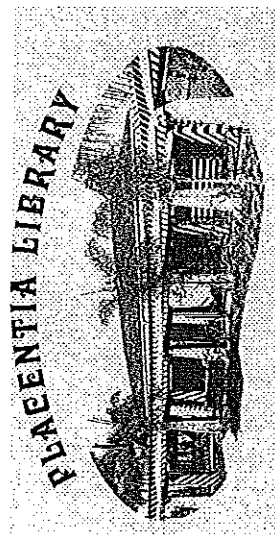
Strategic Plan 2005 Technology

Provide a smooth transition for Library services to an internet-based platform:

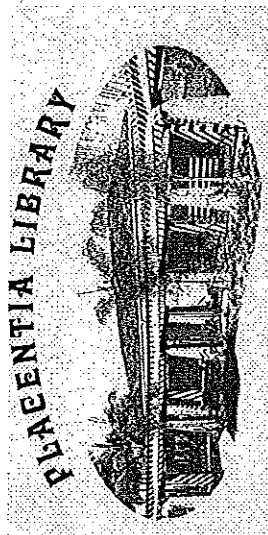
- ☞ Work with the Technology Committee and Library Directors of the Tri City Library Network to improve the usage of the online catalog by providing a more intuitive catalog interface.
- ☞ Create a staff intranet to improve the speed and quality of inter-staff communications.
- ☞ Establish a system to monitor and make recommendations for modifying the design and content of the Library's web site.
- ☞ Establish a system to work with the Library's web site manager to ensure that information is current and comprehensive.

Improve staff productivity by assisting staff with the use of technology:

- ☞ Create a training program and procedures manual to teach staff members how to use the intranet in an effective and professional manner.
- ☞ Create a training program and procedures manual to teach staff members how to use the telephone system.
- ☞ Install an electronic attendance board on the intranet so that staff may see who is or isn't in the building at any given point in time.
- ☞ Replace the photocopier in administration.



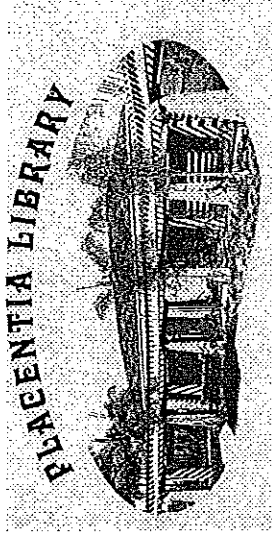
**Strategic Plan
Marketing
Items not selected by Board/Public
& Marketing Summary**



Strategic Plan 2005
Marketing

Goal	Objective	Priority	Cost
<p>Increase the Library Board Library Staff, Friends of Placentia Library Board of Directors and Placentia Library District Board of Directors' awareness of the principles of public service and non-profit marketing and branding:</p>	<p>Establish a relationship with the staff of the Gianneschi Center for Nonprofit Research at California State University, Fullerton.</p>	1 st Level	\$0.00
<p>Increase the Library Board Library Staff, Friends of Placentia Library Board of Directors and Placentia Library District Board of Directors' awareness of the principles of public service and non-profit marketing and branding:</p>	<p>Arrange for the Gianneschi Professor of Nonprofit Marketing to conduct a workshop for the Library Board, Staff, Friends Directors and Foundation Directors.</p>	1 st Level	\$750
<p>Establish a 3-year cycle of community surveys based on the American Library Association's "Planning for Results", using multi-lingual instruments, using professional sampling procedures and administered in person in the Library, by mail and electronically:</p>	<p>Provide copies of "Planning for Results" to all elected officials and Library managers.</p>	1 st Level	\$500

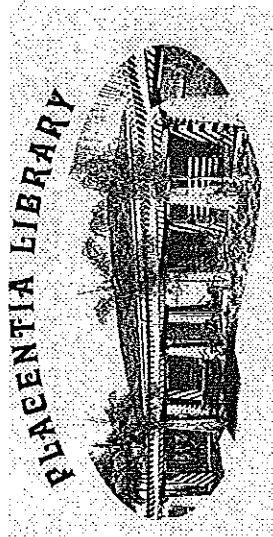
The Vision of the Placentia Library District is to inspire exploration, open minds and bring people together.



Strategic Plan 2005
 Marketing

Goal	Objective	Priority	Cost
Increase the Library Board Library Staff, Friends of Placentia Library Board of Directors and Placentia Library District Board of Directors' awareness of the principles of public service and non-profit marketing and branding:	Have the staff and governing boards of each group develop comprehensive marketing plans to address the issues of website, print and electronic publications, cable television and image development for the Library District, Friends of Placentia Library and the Placentia Library Foundation.	2 nd Level	\$5,000
Establish outreach information programs with various segments of the community, including but not limited to business, educators, parents, working adults, students, health care professionals and seniors:	Create brochures and web pages addressing the elements of Library services aimed at each of the groups.	2 nd Level	\$3,000
Establish outreach information programs with various segments of the community, including but not limited to business, educators, parents, working adults, students, health care professionals and seniors:	Conduct orientation programs at least once a year for each group in the Library.	2 nd Level	\$0.00

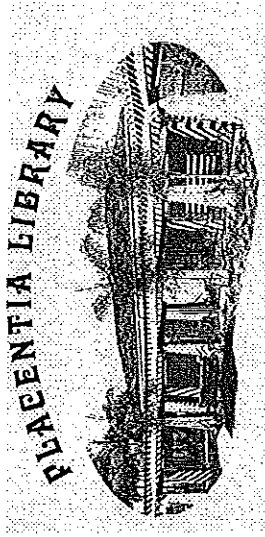
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Strategic Plan 2005
Marketing

Goal	Objective	Priority	Cost
<p>Establish outreach information programs with various segments of the community, including but not limited to business, educators, parents, working adults, students, health care professionals and seniors:</p>	<p>Place advertisements or submit articles in publications prepared by the various groups.</p>	<p>2nd Level</p>	<p>\$2,000</p>
<p>Establish a 3-year cycle of community surveys based on the American Library Association's "Planning for Results", using multi-lingual instruments, using professional sampling procedures and administered in person in the Library, by mail and electronically:</p>	<p>Contract with California State University, Fullerton for instrument design and result analysis.</p>	<p>3rd Level</p>	<p>\$20,000</p>

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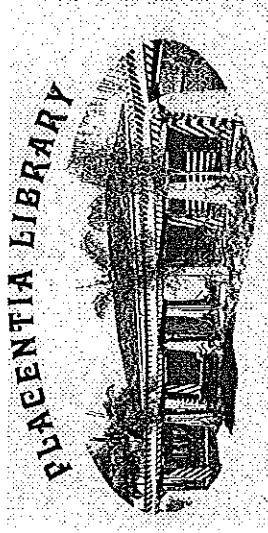
Strategic Plan 2005 Marketing

Increase the Library Board Library Staff, Friends of Placentia Library Board of Directors and Placentia Library District Board of Directors' awareness of the principles of public service and non-profit marketing and branding.

- 📖 Establish a relationship with the staff of the Gianneschi Center for Nonprofit Research at California State University, Fullerton.
- 📖 Arrange for the Gianneschi Professor of Nonprofit Marketing to conduct a workshop for the Library Board, Staff, Friends Directors and Foundation Directors.
- 📖 Have the staff and governing boards of each group develop comprehensive marketing plans to address the issues of website, print and electronic publications, cable television and image development for the Library District, Friends of Placentia Library and the Placentia Library Foundation.
- 📖 Provide continuing education training in the areas of marketing and branding by participating in lectures or seminars presented by the Orange County Volunteer Center, the Gianneschi Center for Nonprofit Research, the California Association of Library Trustees and Commissioners, the Association of Professional Fundraisers, the Planned Giving Round Table or the California Special Districts Association.

Establish outreach information programs with various segments of the community, including but not limited to business, educators, parents, working adults, students, health care professionals and seniors.

- 📖 Create brochures and web pages addressing the elements of Library services aimed at each of the groups.
- 📖 Conduct orientation programs at least once a year for each group in the Library.
- 📖 Place advertisements or submit articles in publications prepared by the various groups.



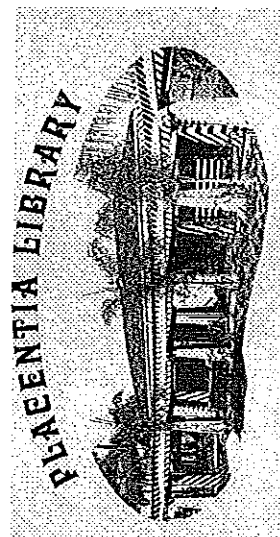
Strategic Plan 2005 Marketing

Establish a 3-year cycle of community surveys based on the American Library Association's "Planning for Results", using multi-lingual instruments, using professional sampling procedures and administered in person in the Library, by mail and electronically.

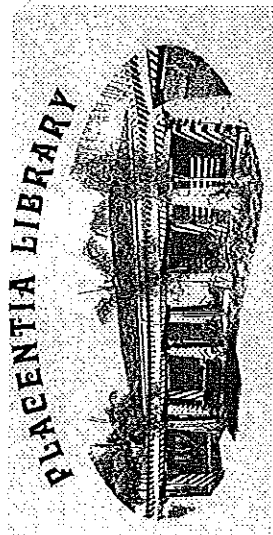
- ☐ Provide copies of "Planning for Results" to all elected officials and Library managers.
- ☐ Send Library managers for Public Library Association's training workshops on "Planning for Results"
- ☐ Contract with California State University, Fullerton for instrument design and result analysis.

Create an information program to educate non-users about Library services and programs.

- ☐ Provide a "welcome" packet of materials to new residents through the realtors and apartment managers.
- ☐ Use the "Every Child a Library Card" campaign each September to get basic service information in English and Spanish into the home of all elementary school students attending public and private schools in the District.
- ☐ Provide 4 newsletters per year for preschool/elementary and secondary school educators and administrators of public and private schools in the District.
- ☐ Provide a semi-annual newsletter for health care professionals associated with Placentia Linda Hospital and those with offices in the District.
- ☐ Provide 4 articles per year for the Placentia Chamber of Commerce newsletter.



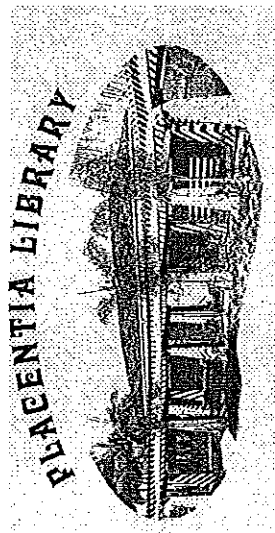
**Strategic Plan
Finance
Items not selected by Board/Public
& Finance Summary**



Strategic Plan 2005
Finance

Goal	Objective	Priority	Cost
Develop an operational and capital budget that includes the items identified in the Strategic Plan and identify additional sources of revenue to fund those activities:	Select a public agency finance consulting firm with independent special district experience to conduct a workshop for the Library Board to discuss capital funding options.	1 st Level	\$1,500
Pursue agency-appropriate entrepreneurial activities to increase the level of local financing and reduce the dependence on State appropriations and grants:	Continue to use District staff to create revenue flows to be used to fund District programs and services.	1 st Level	Offset by Revenue Generated
Pursue agency-appropriate entrepreneurial activities to increase the level of local financing and reduce the dependence on State appropriations and grants:	Monitor the implementation of all entrepreneurial activities to ensure that each is providing more income than its cost.	1 st Level	\$0.00
Identify and apply for State, Federal and private grants for Library operations and programs:	Continue to use staff time to apply for State Library grants for whatever programs would benefit the District's clients.	1 st Level	\$0.00

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

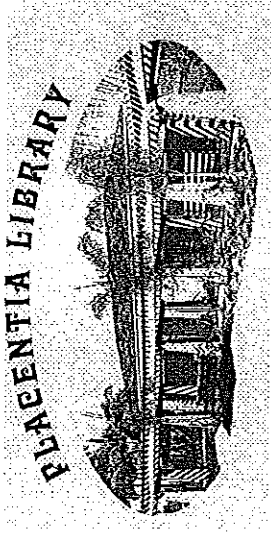


Strategic Plan 2005 Finance

Goal	Objective	Priority	Cost
<p>Develop an operational and capital budget that includes the items identified in the Strategic Plan and identify additional sources of revenue to fund those activities.</p>	<p>Select a marketing firm to assist the Library Board and staff design and implement a plan to introduce the concept of expanded Library services and conduct a community survey to establish the level of community support for financing those services.</p>	<p>2nd Level</p>	<p>\$25,000</p>
<p>Develop an operational and capital budget that includes the items identified in the Strategic Plan and identify additional sources of revenue to fund those activities.</p>	<p>Finance an election to increase the Library's tax revenue to finance operational and capital projects.</p>	<p>3rd Level</p>	<p>\$75,000</p>

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

Strategic Plan 2005 Finance



Develop a multi-year Capital Improvements Budget:

- ☐ Select and hire a public agency finance consultant to work with staff to develop a capital improvements budget for the next five years.
- ☐ Set priorities for implementing the Capital Improvements Budget.

Develop an operational and capital budget that includes the items identified in the Strategic Plan and identify additional sources of revenue to fund those activities.

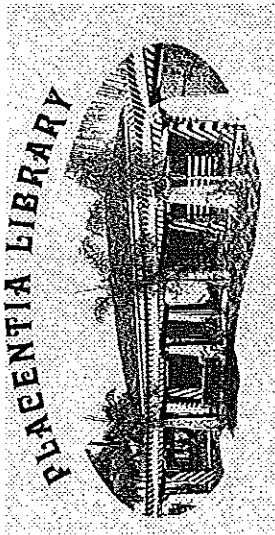
- ☐ Select a public agency finance consulting firm with independent special district experience to conduct a workshop for the Library Board to discuss capital funding options.
- ☐ Select a marketing firm to assist the Library Board and staff design and implement a plan to introduce the concept of expanded Library services and conduct a community survey to establish the level of community support for financing those services.
- ☐ Finance an election to increase the Library's tax revenue to finance operational and capital projects.

Pursue agency-appropriate entrepreneurial activities to increase the level of local financing and reduce the dependence on State appropriations and grants.

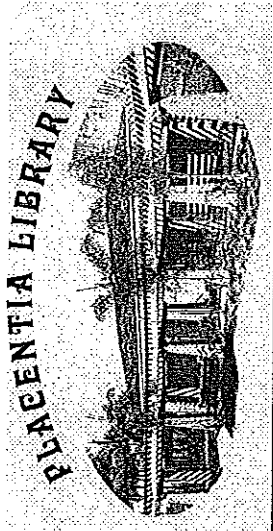
- ☐ Continue to use District staff to create revenue flows to be used to fund District programs and services.
- ☐ Monitor the implementation of all entrepreneurial activities to ensure that each is providing more income than its cost.

Identify and apply for State, Federal and private grants for Library operations and programs.

- ☐ Continue using a professional grant writer to apply for Literacy program grants from corporations and private foundations.
- ☐ Continue to use staff time to apply for State Library grants for whatever programs would benefit the District's clients.



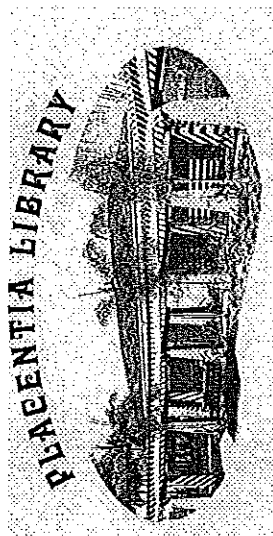
**Strategic Plan
Operations
Items not selected by Board/Public
& Operations Summary**



Strategic Plan 2005
 Operations

Goal	Objective	Priority	Cost
The District will become a full service public library.	The District will expand its Library hours of service to 7 days per week before adding any additional services or programs.	1 st Level	\$107,000
The District will seek to have competitive salaries and benefits for its employees:	The District will conduct a position classification and compensation study for its non- exempt employees and take action on the recommendations of the study.	1 st Level	\$12,000
The District will expand its volunteer program:	The Volunteer Coordinator will work with the schools to promote the Library as a site for community service volunteers.	1 st Level	\$500
The District will expand its volunteer program:	The Volunteer Coordinator will prepare a recruitment brochure to distribute to adults.	2 nd Level	\$750
The District will expand its volunteer program:	The Public Services Manager will prepare a recruitment brochure for high school students outlining opportunities in all of the Public Services areas of the Library.	2 nd Level	\$750

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



Strategic Plan 2005 Operations

The District will become a full service public Library:

- ☐ The District will expand its Library hours of service to 7 days per week before adding any additional services or programs.
- ☐ The District will seek to have a library materials budget that is not less than 10% of its operational budget in any given year.

The District will seek to have competitive salaries and benefits for its employees:

- ☐ The District will conduct a position classification and compensation study for its exempt employees and take action on the recommendations of the study.
- ☐ The District will conduct a position classification and compensation study for its non-exempt employees and take action on the recommendations of the study.
- ☐ The District will review its medical benefit package and determine whether to transfer into the Special District Risk Management Pool coverage.

The District will expand its volunteer program:

- ☐ The Volunteer Coordinator will work with the schools to promote the Library as a site for community service volunteers.
- ☐ The Volunteer Coordinator will prepare a recruitment brochure to distribute to adults.
- ☐ The Public Services Manager will prepare a recruitment brochure for high school students outlining opportunities in all of the Public Services areas of the Library.

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

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *EDM*
SUBJECT: Trustee and Library Manager Training for AB1234 Compliance.
DATE: February 21, 2006

BACKGROUND

AB1234 requires that elected officials (Library Trustees) and managerial staff complete ethics training by the end of 2006 and that they renew that training biennially (every other year).

Library Director Minter, Administrative Services Manager Goodson and Public Services Manager Roberts completed their training in the summer of 2005.

The Library Trustees and Technical Services Manager Napier still need to complete their training. The training session is two hours.

Presently there appears to be 4 options:

1. Best, Best & Krieger, Attorneys at Law, is offering a workshop at the Hilton San Diego Mission Valley, 8:00 – 10:30 A.M., Wednesday, March 1. Fee is \$50 per person for non clients, breakfast included. The information is Attachment A.
2. The Special District Risk Management Authority (SDRMA) is offering a workshop at the Irvine Ranch Water District, 9:00 – 11:00 AM, Friday, August 4. Fee is \$49 per person and SDRMA will maintain the certification records. This session will also be included in the CSDA Conference at Squaw Valley in September at no additional cost to the participants. The information is Attachment B.
3. Have a consultant come to present the program at a Library Board Work Session in Placentia. BHI from Escondido is working in this area. If you are interested I could request a price quote.
4. The Independent Special Districts of Orange County (ISDOC) is discussing having a session but nothing has been decided. I will not be at the March Executive Committee Meeting. The Library Board could send a letter requesting that they use some of their surplus budget balance to sponsor a session at one of their quarterly membership meetings.

RECOMMENDATION

Action to be determined by the Library Board of Trustees.





A CSDA Alliance Program

Dates and Locations

<p>February 2 1 – 3 p.m. Goleta Valley Community Center 5679 Hollister Avenue Goleta, CA 93117 805.967.1237</p>	<p>July 14 9 – 11 a.m. Fresno Irrigation District 2907 S. Maple Avenue Fresno, CA 93725-2218 559.223.7161 (ext. 311)</p>
<p>February 10 2:15 – 4:15 p.m. Lake Natoma Inn 702 Gold Lake Drive Folsom, CA 95630 916.351.1500</p>	<p>August 4 9 – 11 a.m. Irvine Ranch Water District 15600 Sand Canyon Avenue Irvine, 92618 949.453.5500</p>
<p>February 24 9 – 11 a.m. Oyster Point Yacht Club 400 Oyster Point Blvd., Suite 300 Folsom, CA 94080 650.873.5166</p>	<p>September 27 9 – 11 a.m. September 28 3 – 5 p.m. <i>(during CSDA Annual Conference)</i> Resort at Squaw Creek 400 Squaw Creek Road Olympic Valley, CA 96146 530.581.6300</p>
<p>April 17 1 – 3 p.m. <i>(Day before Government Affairs Day)</i> Sheraton Grand Hotel 1230 J Street Sacramento, CA 95814 916.447.1700</p>	<p>October 27 9 – 11 a.m. Conejo Recreation and Park District Hillcrest Community Room 403 W. Hillcrest Drive Thousand Oaks, CA 91360 805.381.1213</p>
<p>May 19 9 – 11 a.m. Shasta CSD Community Bldg. 10711 French Alley Shasta, CA 96087-2520 530.241.6264</p>	<p>December 14 1 – 3 p.m. Lake Natoma Inn 702 Gold Lake Drive Folsom, CA 95630 916.351.1500</p>
<p>June 23 1 – 3 p.m. Stallion Springs CSD 28500 Stallion Springs Drive Tehachapi, CA 93561 661.822.3268</p>	

For information about accommodations, call 877.924.CSDA (2732)

Registration information

Visit www.csdanet.net or call 877.924.CSDA (2732) for detailed information.

CSDA ALLIANCE
Special Districts
CSDA Alliance: Serving Special Districts
California Special Districts Association
CSDA Finance Corporation
Special District Risk Management Authority

Registration Form Open, Ethical Leadership

Pricing

- SDRMA Members \$49
- CSDA Members \$59
- Non-Members \$99

Cancellations must be made IN WRITING and received via fax or mail three business days prior to the event. All cancellations made within the specified time will be refunded less a \$25 processing fee.

- | | |
|--------------------------------------|--------------------------------------|
| <input type="checkbox"/> February 2 | <input type="checkbox"/> June 23 |
| <input type="checkbox"/> February 24 | <input type="checkbox"/> July 14 |
| <input type="checkbox"/> April 7 | <input type="checkbox"/> August 4 |
| <input type="checkbox"/> April 17 | <input type="checkbox"/> October 27 |
| <input type="checkbox"/> May 19 | <input type="checkbox"/> December 14 |

CSDA Annual Conference special (no additional cost for conference attendees)

- September 27
- September 28

Name: _____

Title: _____

District: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

Email: _____

Payment Method: Check Visa MasterCard

Acct Name: _____ Acct Number: _____

Billing Address: _____

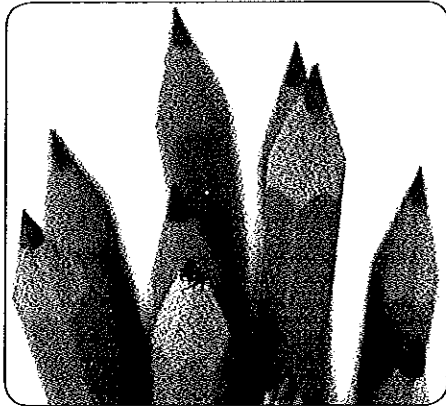
City: _____ State: _____ Zip: _____

Exp. Date: _____ Authorized Signature: _____

Payment must accompany registration form in order to be processed.

Please fax or mail completed form to:

California Special Districts Association 1112 I Street, Suite 200 | Sacramento, CA 95814
916.442.7889 fax | Call us toll-free – 877.924.CSDA (2732)



Open, Ethical Leadership: AB 1234 Compliance Training for Special Districts

A CSDA Alliance Program

What you need to know about complying with AB 1234

Beginning Jan. 1, 2006, Assembly Bill 1234 requires some 10,000 directors, trustees and other governing board members of California special districts, as well as city and county officials, to begin receiving ethics training. CSDA is ready to help special district officials comply with this new law.

Who should comply?

All officials elected or appointed to a special district legislative body and any employee designated by a special district legislative body are required to receive two hours of ethics training.

Don't Panic!

There is plenty of time to comply. Special district officials in service as of Jan. 1, 2006, must comply by Jan. 1, 2007. New directors and trustees must comply within a year of their election or appointment. Thereafter, officials must receive training every two years.



Open, Ethical Leadership:

AB 1234 Compliance Training for Special Districts

Agenda and Curriculum

CSDA has developed a comprehensive ethics curriculum in cooperation with



This two-hour workshop covers general ethics principles and state laws related to:

- personal financial gain by public servants
- conflict of interest, bribery and nepotism
- gift, travel and mass-mailing restrictions
- honoraria, financial interest disclosure and competitive bidding
- prohibitions on the use of public resources for personal or political purposes
- the Brown Act open meeting law
- the Public Records Act

This curriculum follows the guidelines provided by the Fair Political Practices Commission, as required under AB 1234.

Faculty

To deliver curriculum specifically designed for special districts CSDA has partnered with the law firms of

Best Best & Krieger
Colantuono & Levin
Liebert Cassidy Whitmore
Meyers Nave
McMurchie Law
Nossaman, Guthner, Knox & Elliott

Included in the registration fees:

CSDA's Compliance Tracking Service

AB 1234 requires special district directors and trustees to receive ethics training every two years. Included with attendance at any CSDA Ethics Training is a tracking service that will notify each attendee when they are due to renew their training requirements. Additionally, this complimentary service can provide duplicate certificates of completion if they are misplaced or if confirmation of compliance is needed.

Draft Compensation, Reimbursement and Training Policies

Attendees will also receive a draft district policy that will specify, as required by AB 1234:

- The types of occasions for which a member of the legislative body may receive payment
- The types of occurrences that qualify a member of the legislative body to receive reimbursement of expenses

The draft policy can work as a template for your agency to use to comply with this new mandate.

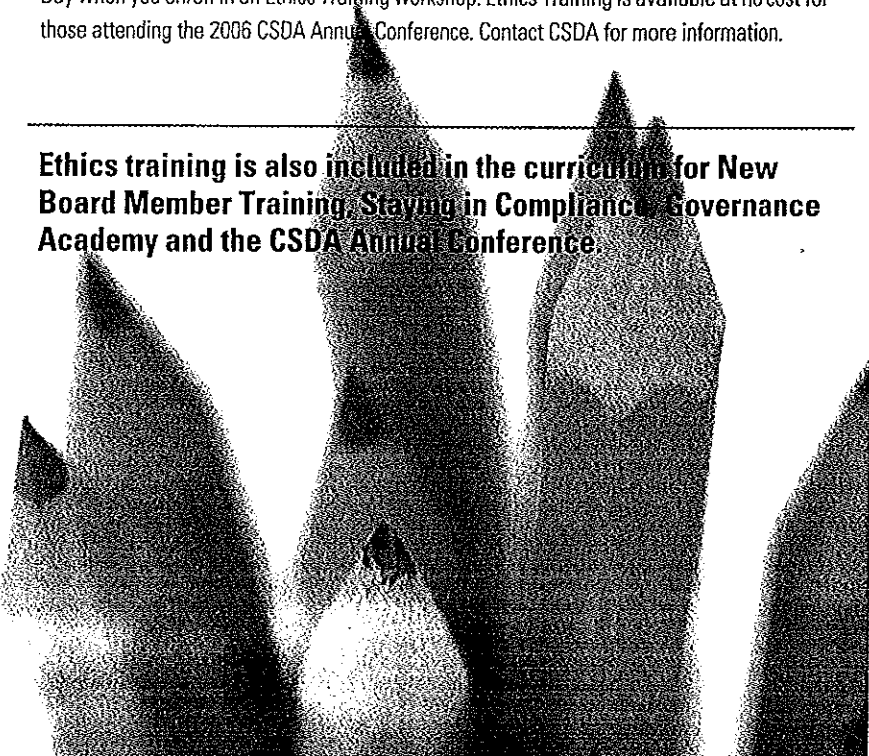
Non-Member Incentive

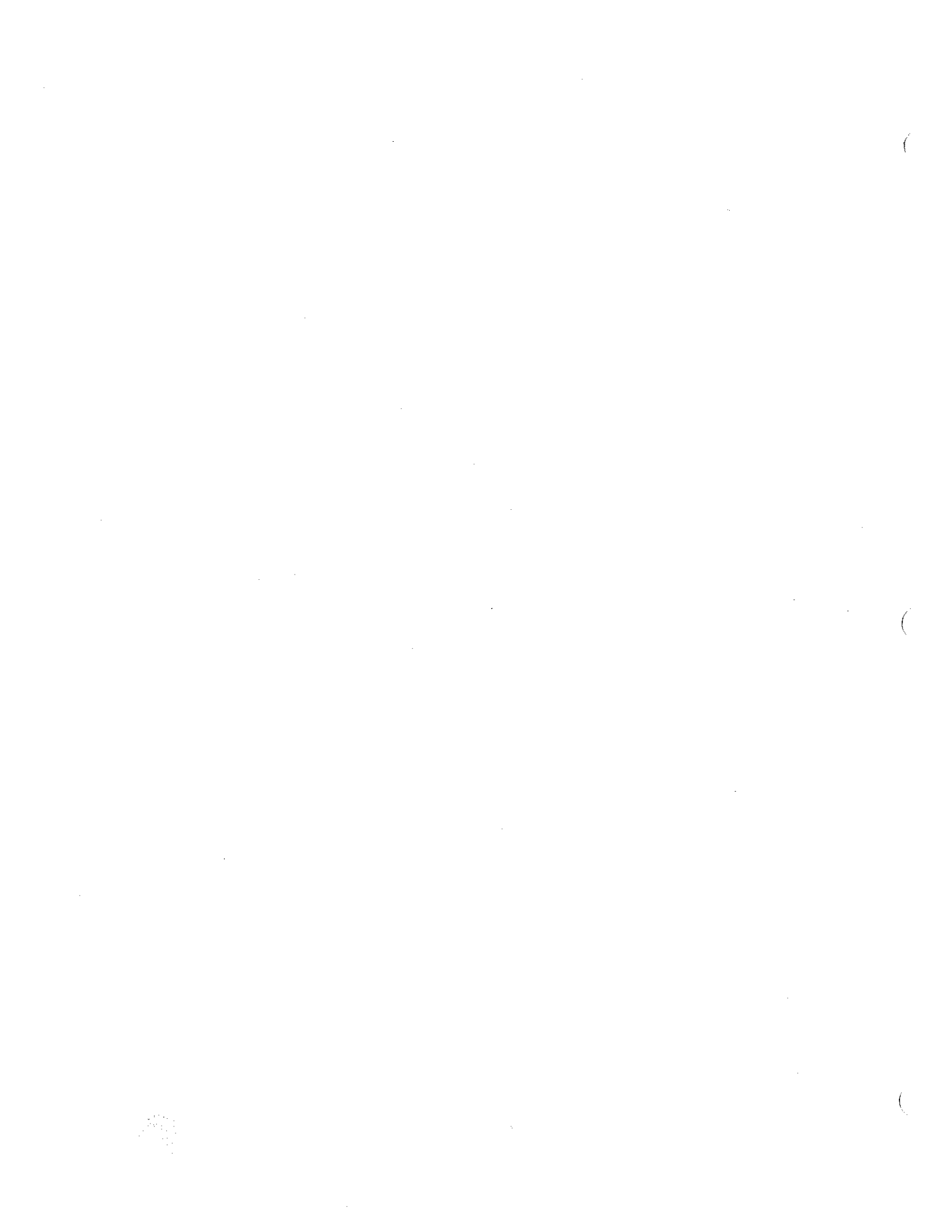
If your district joins CSDA, we'll apply the difference between the member and non-member registration fees to your membership dues.

Discounts on CSDA's most popular educational programs!

Discounted registration fees are available for Staying in Compliance and Government Affairs Day when you enroll in an Ethics Training workshop. Ethics Training is available at no cost for those attending the 2006 CSDA Annual Conference. Contact CSDA for more information.

Ethics training is also included in the curriculum for New Board Member Training, Staying in Compliance, Governance Academy and the CSDA Annual Conference

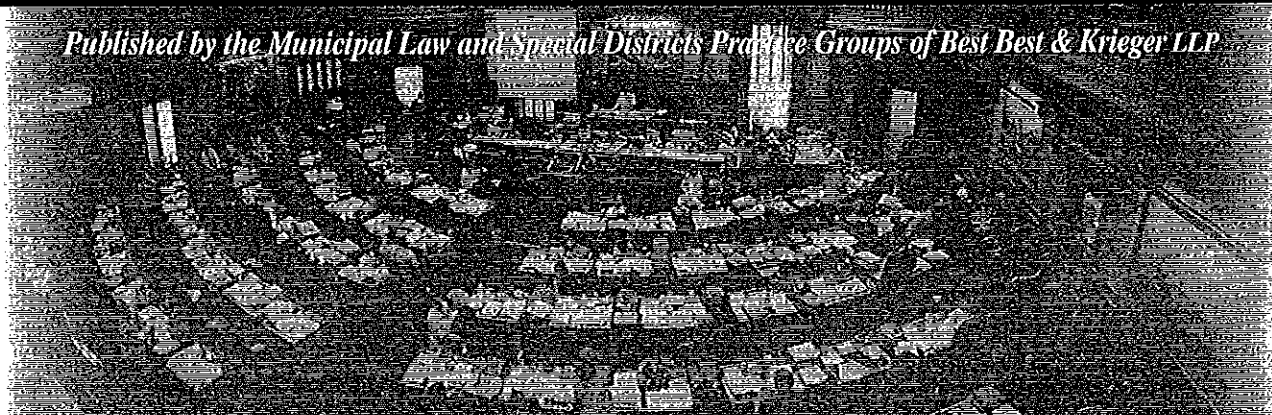






BEST BEST & KRIEGER
ATTORNEYS AT LAW

Published by the Municipal Law and Special Districts Practice Groups of Best Best & Krieger LLP



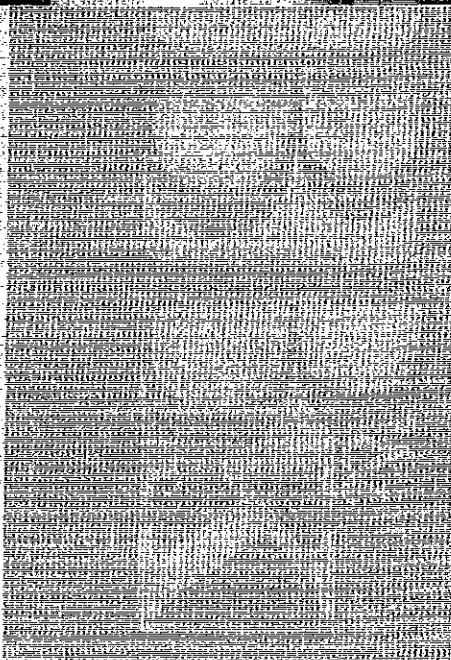
AB 1234

Requires Adoption of Reimbursement Policy and Ethics Training for Local Agency and City Officials, and Key Employees

**BB&K IS READY TO ASSIST YOU IN
COMPLYING WITH AB 1234 POLICY
AND TRAINING REQUIREMENTS**



Assembly Bill 1234-effective January 1, 2006-imposes ethics training, and compensation and reimbursement requirements on cities, counties and special districts. For officials currently serving a local agency, AB 1234 requires no less than two hours of ethics training in general ethics principles and ethics laws to be completed no later than January 1, 2007. Officials who begin their term on or after January 1, 2006 will be required to fulfill two hours of ethics training within one year of taking office. Thereafter, officials are required to complete two hours of ethics training every two years. Officials whose terms end before January 1, 2007 are exempted from the ethics training requirement. BB&K offers flexible training programs, developed in consultation with the Fair Political Practices Commission and the Attorney General, that fulfill this new State requirement.



AB 1234 Requires Adoption of Reimbursement Policy

A new law applicable to cities, counties and special districts went into effect on January 1, 2006. AB 1234 requires mandatory ethics training, compensation, and reimbursement regulations for local agencies. Notably, AB 1234 requires local agencies to adopt a reimbursement policy.

According to the terms of AB 1234, "if a local agency reimburses its legislative body members for actual and necessary expenses incurred in the performance of official duties," then the local agency is required to adopt a written reimbursement policy.

AB 1234's reimbursement policy applies to "legislative bodies" as that term is defined in the Ralph M. Brown Act. The reimbursement policy may establish its own reimbursement rates. Otherwise, the Internal Revenue Service reimbursement rates apply. However, AB 1234 requires that conference lodging costs cannot exceed the maximum group rate available at the time of booking and if group or government rates are available, then the agency must use them. Any requests for reimbursements that are not specifically covered by an agency's policy must be approved in a public meeting before the expense is incurred.

Under AB 1234, local agencies are also required to provide expense report forms to public officials. These expense reports must then be completed, submitted within a "reasonable time" after incurring the expense, and be accompanied by receipts. Additionally, members have to provide a "brief" report on meetings attended at the expense of the local agency at the next regularly scheduled meeting of the legislative body. Finally, the new law states that all documents related to reimbursable agency expenditures are subject to the Public Records Act.

AB 1234 also references possible penalties for the misuse of public resources or falsifying expense reports. These penalties may include: loss of reimbursement privileges, restitution to the local agency, civil penalties up to \$1,000 a day, and felony prosecution under Penal Code Section 424.

If your agency has not already adopted a reimbursement policy to comply with AB 1234, now is the time to do so. Posted online at www.BBKlaw.com (News & Events, eBulletins) you will find two sample reimbursement policies that your agency may want to use as a model, incorporating changes that may be necessary for your particular agency. The first sample was drafted by the California Special Districts Association and the second was drafted by Institute for Local Government, an affiliate of the League of California Cities.

Should your agency desire our assistance to prepare a reimbursement policy or if you have any questions regarding AB 1234, please do not hesitate to contact your BB&K attorney or any BB&K Special Districts or Municipal & Redevelopment Practice Group attorney.

**Have you registered for
BB&K legal eBulletins?**



BEST BEST & KRIEGER
ATTORNEYS AT LAW

**You could be receiving timely notification of important legal requirements
and legislation which may affect your agency.**

BB&K eBulletins are provided at no cost to our clients and friends. This invaluable electronic communication service will provide regular e-mail notification of important legal updates in areas of interest to you and your organization.

Register and view our most recent eBulletins online at www.BBKlaw.com.

ETHICS TRAINING

AB 1234 REQUIRED ETHICS TRAINING **For Local Agency and City Officials, and Key Employees**

BB&K offers two ways to meet new State-mandated ethics training for local agency officials and key employees. Training programs have been scheduled in Ontario, Sacramento and San Diego or our attorneys can present a custom training program at your offices (including weekends and evenings). Our training programs are tailored to meet the specific requirements of AB 1234 for cities, counties and special districts State-wide.

Scheduled Training Programs

The following training programs are available to local agency officials and key employees. Scheduled programs are FREE to clients (up to 5 per agency, then \$25 per person), and \$50 per person for non-clients. Pre-registration is required. (Sessions with fewer than 15 persons may be rescheduled.)

ONTARIO

Thursday, February 16, 2006

8:00 – 10:30 a.m. (Breakfast included)

Ontario Airport Marriott

2200 E. Holt Boulevard

SACRAMENTO

Friday, February 24, 2006

8:00 – 10:30 a.m. (Breakfast included)

Hyatt Regency

1209 L Street

SAN DIEGO

Wednesday, March 1, 2006

8:00 – 10:30 a.m. (Breakfast included)

Hilton San Diego Mission Valley

901 Camino del Rio South

Call us or register on-line at www.BBKlaw.com for the programs listed above.

Check our website regularly for NEW dates and locations or contact Elizabeth Escobedo with location and date requests.

Custom Training Programs at Your Offices

Our custom training programs will be tailored to reflect the updated policies of your organization, in compliance with all AB 1234 requirements. These on-site programs can be done at a flat-fee rate of \$750** per two-hour session. Contact your BB&K Municipal or Special Districts Law attorney to schedule on-site training, or Elizabeth Escobedo at (951) 826-8386.

All participants in BB&K Ethics Training Programs will receive a certificate of completion to acknowledge that they have satisfied this new State requirement.



Please send me information about registering employees for BB&K's Ethics Training Programs in: *(check all that apply)*

Sacramento/Bay Area

Orange County

San Diego

Riverside/San Bernardino

Coachella Valley

Los Angeles

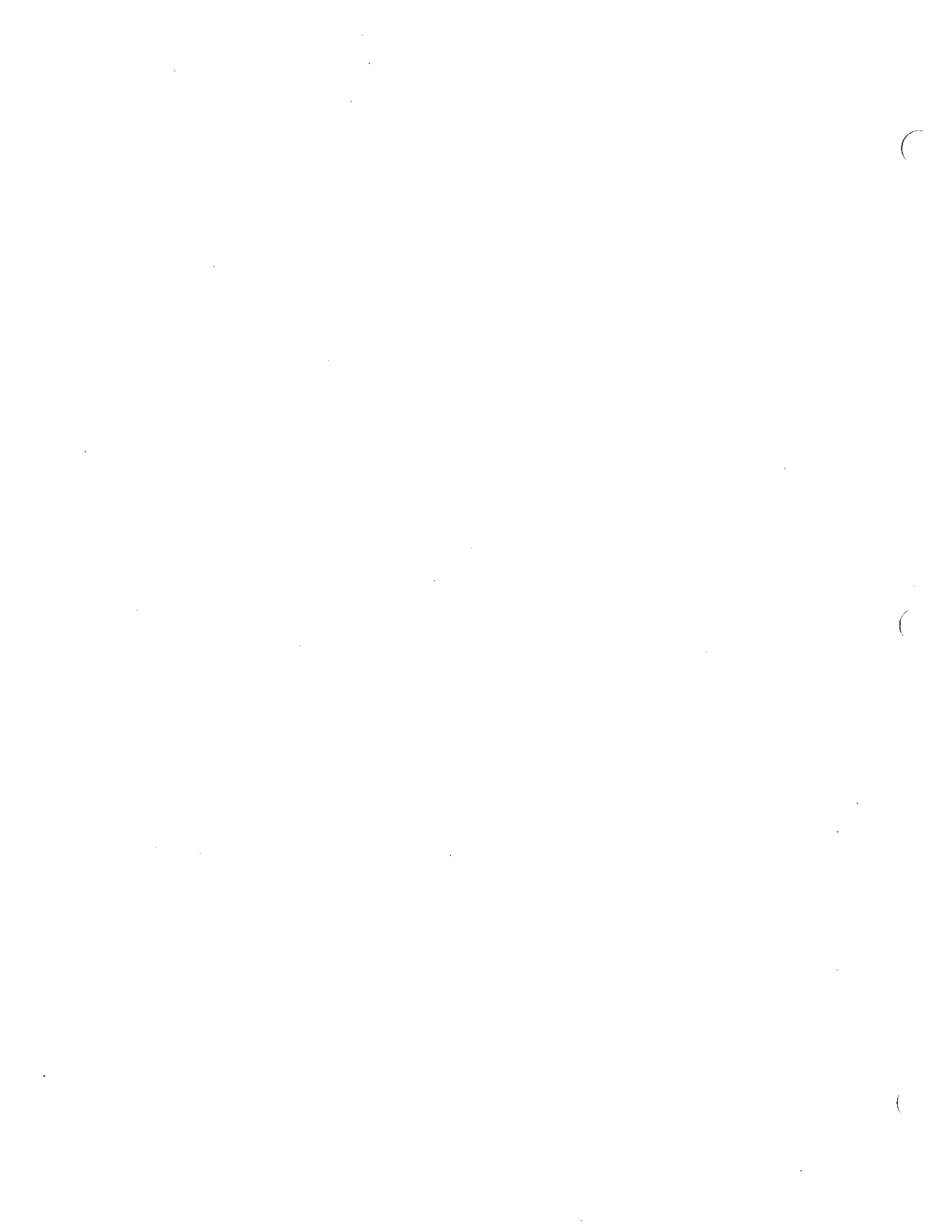
Please contact me to arrange a customized program for my organization's employees.

Organization _____ Phone _____

Name _____ E-mail _____

FAX COMPLETED FORM TO (951) 686-3083, ATTN: ELIZABETH ESCOBEDO.

*** Travel over 30 miles from the nearest BB&K office may be subject to an additional charge.*



PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees

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

SUBJECT: Travel Authorization for Administrative Services Manager to attend the Special District Risk Management Authority (SDRMA) Safety/Claims Education Day in Sacramento, March 23, 2006.

DATE: February 21, 2006

BACKGROUND

Attachment A contains the information about the program at the SDRMA Safety/Claims Day. Participation qualifies Placentia Library District for a discount in its liability and workers' compensation insurance premiums. It also covers changes in claims processing for the current year.

Attachment B contains the detail for the estimated travel cost of \$467.

RECOMMENDATION

Authorize Administrative Services Manager Goodson to attend the Special District Risk Management Authority (SDRMA) Safety/Claims Day in Sacramento on March 22-23, 2006 in Sacramento at a cost not to exceed \$468.





Handwritten: C. Goodson
conf #83431799

Safety/Claims Education Day

March 23, 2006
Doubletree Hotel – Sacramento, California

This is a great time to learn more about employment practice exposures, proactive claims management, on-line safety programs and attend newly required Ethics training. This training is available in conjunction with CSDA and complies with the legislative requirements of AB 1234. Attendees will receive a certificate of participation.

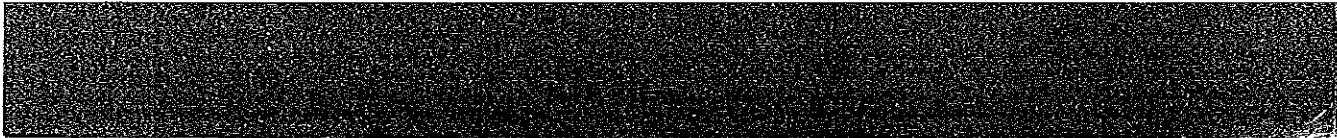
In addition, SDRMA members who attend the Education Day are eligible to earn credit incentive points to reduce their contribution amount for both Property/Liability and Workers' Compensation programs.

The Education Day is free to all SDRMA and CSDA members.

Hotel Information

Doubletree Hotel
2201 Point West Way
Sacramento, California 95815
Phone 916.929.2230
Toll free 800.222.TREE (8733)

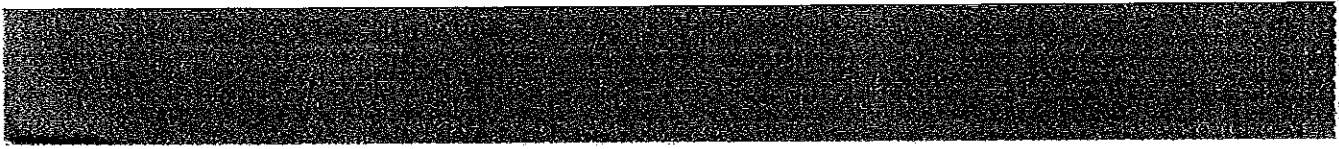
Reserve your room by February 20
for group rates - \$84 single,
\$99 double



Program Agenda

8:30 - 9:00AM	Registration - Continental Breakfast provided
9:00 - 9:30AM	Board Introduction, remarks by President David Aranda Comments by Jim Towns Award Presentation by Target Safety
9:45 - 11:45AM Two tracks to choose from!	Track 1 - Ethics Training - AB 1234 (jointly presented by SDRMA & CSDA) Track 2 - Employment Practices Update
12:00 - 1:00PM	Lunch provided
1:00 - 2:15pm Three tracks to choose from!	Track 1 - Property & Liability, Claims Reporting and Filing Track 2 - Workers' Compensation Update - Claims Management Update Track 3 - Safety Program - Develop & Maintain Your Safety Program
2:15 - 2:30PM	Break - Refreshments provided
2:30 - 3:45pm Three tracks to choose from!	Track 1 - Property & Liability Program Coverage Review Track 2 - Workers' Compensation Coverage Update Track 3 - E-Training Update

Credit Incentive points available to SDRMA Members for attending.



PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees

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

SUBJECT: Placentia Library District Resolution 06-01 in Support of the California Reading and Literacy Improvement and Public Library Construction and Renovation Bond Act of 2006

DATE: February 21, 2006

BACKGROUND

Californians will be voting on the California Reading and Literacy Improvement and Public Library Construction and Renovation Bond Act of 2006 at the June election.

Attachment A contains background information about the Bond Act and a list of suggested activities to support the election.

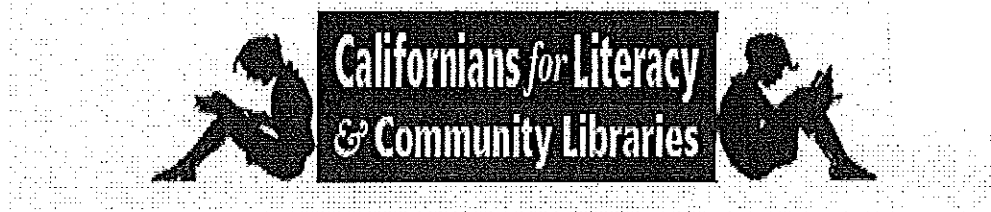
Attachment B contains the text of the Bond Act.

Attachment C is Resolution 06-01: A Resolution of the Board of Trustees of the Placentia Library District of Orange County to Endorse and Support the 2006 California State Library Bond.

The District may also wish to request that the City of Placentia pass a resolution of support and to make a presentation to the City Council at one of its Regular Meetings.

RECOMMENDATION

1. Read Resolution 06-01 by title only: A Resolution of the Board of Trustees of the Placentia Library District of Orange County to Endorse and Support the 2006 California State Library Bond.
2. Adopt Resolution 06-01.
3. Authorize the Library Board President and the Library Director to make a presentation to the Placentia City Council requesting its endorsement and support of the 2006 California State Library Bond.



CALIFORNIA READING AND LITERACY IMPROVEMENT AND PUBLIC LIBRARY CONSTRUCTION AND RENOVATION BOND ACT OF 2006

California Libraries in Need

California's libraries are in trouble. Extraordinary population growth, combined with local government budget shortfalls, have left many counties, cities and library districts unable to keep up with the increased demand for services and the space in which to provide them.

As a result, many California neighborhoods and communities either do not have a local library, or are relying on old library structures – some built prior to 1930, and in need of upgrading in order to operate more efficiently and accommodate new technologies.

While Proposition 14, passed by voters statewide in March, 2000, was a first step in meeting California's need for new libraries, it fell far short of meeting all our libraries' needs. A 2003 State Library survey revealed 579 unfunded library projects around the state, at a cost of \$4.4 billion, with Proposition 14 providing enough money to fund only 45 of these.

The 2006 Library Bond Act

In response to this continuing need, the State Legislature has placed a \$600 million statewide library bond on the June, 2006 ballot.

- This bond will provide a 35% local/65% state match in funding for grant recipients.
- Grants will be awarded for a minimum of \$50,000 and a maximum of \$20 million.
- First priority will be given to eligible applications not funded in the 3rd application cycle of Proposition 14. The amount awarded for these first priority projects may not exceed 50% of the \$600 million authorized.
- The remaining \$300 million of funds not awarded for the 3rd application cycle will be awarded on a statewide competitive basis.
- At least \$25 million will be made available for joint use projects with one or more public education institutions (K-12 school district, county office of education, community college district, a campus of California State University or a campus of the University of California).

Californians for Literacy and Community Libraries - 1800 21st St., #100, Sacramento, CA 95814 - Ph: 916.737.9325 - Fax: 916.737.1809 - www.yes4libraries.com

Contributions to the Committee are not tax deductible for federal income tax purposes. There are no contribution limits. The Committee may accept contributions from individuals, businesses, corporations, and other organizations, which should be made payable directly to the Campaign. The Campaign is required to disclose the true source of all contributions. Individuals, businesses and organizations making contributions may incur reporting obligations under the state campaign reporting laws. Additional information may be obtained from the Campaign or from the FPCC (www.fpcc.ca.gov).

Yes! For Libraries Library Bond Act of 2006

1. Review the Web Page <http://yesforlibraries.com/>
2. Use the Materials Request Form to obtain Contribution Envelopes and Fact Sheets to distribute.
3. Talk to friends, neighbors and anyone interested in libraries. Give them an envelope to get their support. Write them a Dear Supporter Letter. See sample on Web Page.
4. Request that your local city council and/or board of supervisors support the bond act. Sample is on the web page. Forward those resolutions to **Californians for Literacy and Community Libraries**, 1215 19th Street, Second Floor, Sacramento, California 95814.
5. Contact your Local Chamber of Commerce(s) and ask for their support. See samples on the Web Page.
6. Library Directors and Shop Stewards: contact the leaders of library unions and ask for support. Sample is on the web page.
7. Library Directors: contact all Friends and Trustees and ask for a contribution in 2005 and 2006.
8. Meet with business in your area. Enlist their support. Especially contact local architect and engineer groups. Use the Building Trades letter on the web
9. Seek the support of other service organizations in your community.
10. Join the E-mailing list and get others to do so too! This will keep you informed!
<http://yesforlibraries.com/sbcc/subscribe.php>
11. Make a contribution TODAY! Use an envelope or go to the web page.
<http://yesforlibraries.com>
12. Volunteer to help the campaign committee. Please sign up on the web page at <http://yesforlibraries.com>

**CALIFORNIA READING AND LITERACY IMPROVEMENT AN
PUBLIC LIBRARY CONSTRUCTION AND RENOVATION
BOND ACT OF 2006**

Yes, I support the Library Bond Act of 2006. You may add my/our name as a supporter and use it publicly:

Contact Name	Organization Name	
Authorized Signature	Title	
Street Address		
City	State	Zip Code
Phone	Fax	
E-mail Address	Organization Website	

I also can help by:

- | | |
|---|---|
| <input type="checkbox"/> Making a contribution – please contact me. | <input type="checkbox"/> Hosting a coffee. |
| <input type="checkbox"/> Speaking to groups / organizations about the measure. | <input type="checkbox"/> Writing letters to the editor. |
| <input type="checkbox"/> Posting material about the measure on my website / distributing to our email list. | <input type="checkbox"/> Displaying a sign. |

Please FAX completed form to (916) 737-1809, or email to info@yesforlibraries.com. Thank You!

If you have any questions, please feel free to contact us by phone at 916-737-9325

**Californians for Literacy and Community Libraries, 1800 21st Street, Suite 100, Sacramento, CA 95814
I.D. # 1274465, Phone (916) 737-9325 / Fax (916) 737-1809
www.yesforlibraries.com**

Contributions to Californians for Literacy and Community Libraries, Yes for Libraries, are not tax deductible for federal income tax purposes. There are no contribution limits. The Committee may accept contributions from individuals, businesses, committees, and other organizations, which should be made payable directly to the Campaign. The Campaign is required to disclose the true source of all contributions. Individuals, businesses and organizations making contributions may incur reporting obligations under the state campaign reporting laws. Additional information may be obtained from the Campaign or from the FPPC (www.fppc.ca.gov).

Senate Bill No. 1161

CHAPTER 698

An act to add Chapter 12.5 (commencing with Section 20020) to Part 11 of the Education Code, relating to financing a public library construction and renovation program by providing the funds necessary therefor through an election for the issuance and sale of bonds of the State of California, and by providing for the handling and disposition of those funds.

[Approved by Governor September 22, 2004. Filed
with Secretary of State September 22, 2004.]

LEGISLATIVE COUNSEL'S DIGEST

SB 1161, Alpert. California Reading and Literacy Improvement and Public Library Construction and Renovation Bond Act of 2006.

Existing law establishes the California Library Construction and Renovation Bond Act of 1988 and the California Reading and Literacy Improvement and Public Library Construction and Renovation Bond Act of 2000. Existing law authorizes the issuance of bonds, pursuant to the State General Bond Law, in the amount of \$75,000,000 in the 1988 act and in the amount of \$350,000,000 in the 2000 act, for the purpose of financing library construction and renovation.

This bill would enact the California Reading and Literacy Improvement and Public Library Construction and Renovation Bond Act of 2006, for submission to the voters at the 2006 statewide primary election. The bill, if approved by the voters, would authorize the issuance, pursuant to the State General Bond Law, of bonds in the amount not to exceed a total of \$600,000,000 for the purpose of financing library construction and renovation pursuant to a program administered by the State Librarian.

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

SECTION 1. Chapter 12.5 (commencing with Section 20020) is added to Part 11 of the Education Code, to read:

CHAPTER 12.5. CALIFORNIA READING AND LITERACY IMPROVEMENT
AND PUBLIC LIBRARY CONSTRUCTION AND RENOVATION BOND ACT OF
2006

Article 1. General Provisions

20020. This chapter shall be known and may be cited as the California Reading and Literacy Improvement and Public Library Construction and Renovation Bond Act of 2006.

20021. The Legislature finds and declares the following:

(a) Reading and literacy skills are fundamental to success in our economy and our society.

(b) Public libraries are a vital part of the educational system. They provide resources and services for all residents of California, including preschoolers, out-of-school adults, senior citizens, and those attending schools at all levels.

(c) In many cases, libraries serve as a community's only public point of access to resources for learning and by extension, self-sufficiency.

(d) The construction and renovation of public library facilities is necessary to expand access to reading and literacy programs in California's public education system and to expand access to public library services for all residents of California.

(e) The need for library facilities continues to grow. A 2003 needs assessment compiled by the State Library found that there is a need for over two billion dollars (\$2,000,000,000) in public library funding.

(f) In March 2000, California voters approved a bond measure of three hundred fifty million dollars (\$350,000,000) for library construction and renovation.

(g) Due to the overwhelming response by applicants, the California Public Library Construction and Renovation Board will ultimately be forced to deny approximately 75 percent of all applications due to lack of additional bond funding.

20022. As used in this chapter, the following terms have the following meanings:

(a) "Committee" means the California Library Construction and Renovation Finance Committee established pursuant to Section 19972 and continued in existence pursuant to Section 20040 for the purposes of this chapter.

(b) "Fund" means the California Public Library Construction and Renovation Fund of 2006 established pursuant to Section 20024.

(c) "Board" means the California Public Library Construction and Renovation Board of 2006 established pursuant to Section 20023.

20023. (a) The California Public Library Construction and Renovation Board of 2006 is hereby established.

(b) The board is comprised of the State Librarian, the Treasurer, the Director of Finance, an Assembly Member appointed by the Speaker of the Assembly, a Senator appointed by the Senate Committee on Rules, and two members appointed by the Governor.

(c) Legislative members of the board shall meet with, and participate in, the work of the board to the extent that their participation is not incompatible with their duties as Members of the Legislature. For the purpose of this chapter, Members of the Legislature who are members of the board constitute a joint legislative committee on the subject matter of this chapter.

Article 2. Program Provisions

20024. The proceeds of bonds issued and sold pursuant to this chapter shall be deposited in the California Public Library Construction and Renovation Fund of 2006, which is hereby established.

20025. All moneys deposited in the fund, except as provided in Section 20049.5, are continuously appropriated to the State Librarian, notwithstanding Section 13340 of the Government Code, and are available for grants to any city, county, city and county, or library district that is authorized at the time of the project application to own and maintain a public library facility for the purposes set forth in Section 20026.

20026. The grant funds authorized pursuant to Section 20025, and the matching funds provided pursuant to Section 20033, shall be used by the recipient for any of the following purposes:

(a) Acquisition or construction of new facilities or additions to existing public library facilities.

(b) Acquisition of land necessary for the purposes of subdivision (a).

(c) Remodeling or rehabilitation of existing public library facilities or of other facilities for the purpose of their conversion to public library facilities. All remodeling and rehabilitation projects funded with grants authorized pursuant to this chapter shall include any necessary upgrading of electrical and telecommunications systems to accommodate Internet and similar computer technology.

(d) Procurement or installation, or both, of furnishings and equipment required to make a facility fully operable, if the procurement or installation is part of a construction or remodeling project funded pursuant to this section.

(e) Payment of fees charged by architects, engineers, and other professionals, whose services are required to plan or execute a project authorized pursuant to this chapter.

(f) Service charges where the services in question are required by the applicant jurisdiction to be provided by a public works or similar department, or by other departments providing professional services where the costs are directly billed to the project pursuant to this chapter.

20027. (a) An applicant for a grant for the acquisition, construction, remodeling, or rehabilitation of public library facilities under this chapter on land not currently possessed by that applicant, for a project that does not include an application for a grant to acquire that land pursuant to subdivision (b) of Section 20026, shall be deemed to comply with any administrative condition adopted pursuant to this chapter that the applicant own the land if the application is accompanied by a copy of a court order issued in an eminent domain action pursuant to Section 1255.410 of the Code of Civil Procedure that entitles the applicant to possession of the land.

(b) The terms “purchase of land” and “acquisition of land” as used in this chapter, or in any rule, regulation or policy adopted by the board pursuant to Section 20030, include, but are not limited to, the acquisition of land by eminent domain. For that purpose, the eligible cost of acquisition shall be the fair market value of the property as defined by Article 4 (commencing with Section 1263.310) of Chapter 9 of Title 7 of Part 3 of the Code of Civil Procedure, except that, if title to the land will not be transferred until after the application is submitted for a grant for the acquisition of the land, the eligible cost of acquisition may not exceed the appraised value of the land.

20028. Any grant funds authorized pursuant to Section 20025, or matching funds provided pursuant to Section 20033, may not be used by a recipient for any of the following purposes:

(a) Books and other library materials.

(b) Administrative costs of the project, including, but not limited to, the costs of any of the following:

(1) Preparation of the grant application.

(2) Procurement of matching funds.

(3) Conduct of an election for obtaining voter approval of the project.

(c) Except as set forth in this chapter, including, but not limited to, Section 20048, interest or other carrying charges for financing the project, including, but not limited to, costs of loans or lease-purchase agreements in excess of the direct costs of any of the authorized purposes specified in Section 20026.

(d) Any ongoing operating expenses for the facility, its personnel, supplies or any other library operations.

20029. All construction contracts for projects funded in part through grants awarded pursuant to this chapter shall be awarded through competitive bidding pursuant to Part 3 (commencing with Section 20100) of Division 2 of the Public Contract Code.

20030. This chapter shall be administered by the State Librarian. The board shall adopt rules, regulations, and policies for the implementation of this chapter.

20031. A city, county, city and county, or library district may apply to the State Librarian for a grant pursuant to this chapter as follows:

(a) Each application shall be for a project for a purpose authorized by Section 20026.

(b) An application may not be submitted for a project for which construction bids already have been advertised.

(c) The applicant shall request not less than fifty thousand dollars (\$50,000) per project.

20032. In making the awards, the board shall consider applications for construction or rehabilitation of public library facilities submitted pursuant to Section 20031 and the funding shall be allocated in the following manner:

(a) First priority shall be given to applications deemed eligible by the State Librarian, that were submitted but not funded in the third application cycle of the California Reading and Literacy Improvement and Public Library Construction and Renovation Bond Act of 2000. Amounts awarded by the board for these applications may not exceed 50 percent of the total amount authorized pursuant to Section 20038.

(b) Until regulations are adopted pursuant to Section 20030, regulations adopted pursuant to the California Reading and Literacy Improvement and Public Library Construction and Renovation Bond Act of 2000 (Chapter 12 (commencing with Section 19985)) govern the administration of this chapter.

(c) Funds not awarded for the third application cycle pursuant to the California Reading and Literacy Improvement and Public Library Construction and Renovation Bond Act of 2000 shall be awarded on a competitive basis pursuant to this chapter.

(d) (1) Except as set forth in paragraph (2), an amount of at least twenty-five million dollars (\$25,000,000) shall be made available for joint-use projects that meet all of the following requirements:

(A) The joint-use project is with one or more public education institutions. For the purpose of this section, "public education institution" means any of the following:

(i) A school district maintaining any combination of educational settings from kindergarten to grade 12, inclusive.

(ii) A county office of education.

- (iii) A community college district.
- (iv) A campus of the California State University.
- (v) A campus of the University of California.

(B) The public education institution or institutions participating as a joint-use partner or partners provide at least 50 percent of the 35 percent local matching funds required pursuant to subdivision (a) of Section 20033.

(C) Consideration may be given to a proposed joint-use project to be located in a low-income area.

(D) Consideration may be given to a proposed joint-use project to be located in an area in which public schools have low scores on the Academic Performance Index.

(2) If, by March 2, 2010, the total dollar amount of all approved applications for joint-use projects pursuant to this section exceeds the total dollar amount made available for joint-use projects pursuant to paragraph (1), joint-use projects may also be funded from any other funds available to the board under this chapter.

(3) If, by March 2, 2010, the total dollar amount of all approved applications for joint-use projects pursuant to this section is less than the total dollar amount made available for joint-use projects pursuant to paragraph (1), any remaining funds under paragraph (1) shall be made available for any other grants under this chapter awarded on a competitive basis in the same manner as set forth in subdivision (d).

20033. (a) Each grant recipient shall provide matching funds from any available source in an amount equal to 35 percent of the costs of the project. The remaining 65 percent of the costs of the project, up to a maximum of twenty million dollars (\$20,000,000) per project, shall be provided through allocations from the fund.

(b) Qualifying matching funds shall be cash expenditures in the categories specified in Section 20026 which are made not earlier than five years prior to the submission of the application to the State Librarian. Except as otherwise provided in subdivision (c), in-kind expenditures do not qualify as matching funds.

(c) Land donated or otherwise acquired for use as a site for the facility, including, but not limited to, land purchased more than five years prior to the submission of the application to the State Librarian, may count towards the required 35 percent local fund contribution at its appraised value as of the date of the application. This subdivision does not apply to land acquired with funds authorized pursuant to Part 68 (commencing with Section 100400), Part 68.1 (commencing with Section 100600), or Part 68.2 (commencing with Section 100800) if approved by the voters.

(d) Expenditures for payment of architect fees for plans and drawings for library renovation and new construction, including, but not limited

to, plans and drawings purchased more than five years prior to the submission of the application to the State Librarian, may count towards the required 35 percent local funds contribution.

20034. (a) The estimated costs of a project for which an application is submitted shall be consistent with normal public construction costs in the geographic area of the applicant.

(b) An applicant wishing to construct a project having costs that exceed normal public construction costs in the area may apply for a grant in an amount not to exceed 65 percent of the normal costs up to a maximum of twenty million dollars (\$20,000,000) per project if the applicant certifies that it is capable of financing the remainder of the project costs from other sources.

20035. After an application has been approved by the board and included in the request of the State Librarian to the committee, the amount of the funding to be provided to the applicant may not be increased. Any actual changes in project costs are the responsibility of the applicant. If the amount of funding that is provided is greater than the cost of the project, the applicant shall return that amount of funding that exceeds the cost of the project to the fund. If an applicant has been awarded funding by the board, but decides not to proceed with the project, the applicant shall return all of the funding to the fund.

20036. (a) In reviewing applications, as part of establishing the priorities set forth in Section 20032, the board shall consider all of the following factors:

- (1) The needs of urban, suburban, and rural areas.
- (2) The age and condition of existing library facilities within an area.
- (3) The degree to which existing library facilities are inadequate in meeting the needs of the residents in the library service area.
- (4) The degree to which the proposed project responds to the needs of the residents in the library service area.
- (5) The degree to which the library integrates appropriate electronic technologies into the proposed project.
- (6) The degree to which the proposed site is appropriate for the proposed project and its intended use.
- (7) The financial commitment of the local agency submitting the application to open, operate, and maintain the proposed library project upon its completion.

(b) If, after an application has been submitted, material changes occur that would alter the evaluation of an application, the State Librarian may accept an additional written statement from the applicant for consideration by the board.

20037. (a) A facility, or any part thereof, acquired, constructed, remodeled, or rehabilitated with grants received pursuant to this chapter

shall be dedicated to public library direct service use for a period of at least 20 years following completion of the project.

(b) Any financial interest that the state may have in the land or facility, or both, resulting from the funding of a project under this chapter, as described in subdivision (a), may be transferred by the State Librarian through an exchange for a replacement site and facility acquired or constructed for the purpose of providing public library direct service.

(c) If the facility, or any part thereof, acquired, constructed, remodeled, or rehabilitated with grants received pursuant to this chapter ceases to be used for public library direct service prior to the expiration of the period specified in subdivision (a), the board shall be entitled to recover from the grant recipient, or the successor of the recipient, an amount that bears the same ratio to the value of the facility, or appropriate part thereof, at the time it ceased to be used for public library direct service, as the amount of the original grant bore to the original cost of the facility, or appropriate part thereof. For purposes of this subdivision, the value of the facility, or appropriate part thereof, shall be determined by the mutual agreement of the board and the grant recipient or successor, or through an action brought for that purpose in the superior court.

(d) Notwithstanding subdivision (f) of Section 16724 of the Government Code, any money recovered pursuant to subdivision (c) shall be deposited in the fund, and shall be available for the purpose of awarding grants for other projects.

Article 3. Fiscal Provisions

20038. Bonds in the total amount not to exceed a total of six hundred million dollars (\$600,000,000), exclusive of refunding bonds issued in accordance with Section 20046, or so much thereof as is necessary, may be issued and sold for deposit in the fund to be used in accordance with, and for carrying out the purposes expressed in, this chapter, including all acts amendatory thereof and supplementary thereto, and to be used to reimburse the General Obligation Bond Expense Revolving Fund pursuant to Section 16724.5 of the Government Code. The bonds, when sold, shall be and constitute a valid and binding obligation of the State of California, and the full faith and credit of the State of California is hereby pledged for the punctual payment of both principal and interest on bonds as the principal and interest become due and payable.

20039. The bonds authorized by this chapter shall be prepared, executed, issued, sold, paid, and redeemed as provided in the State General Obligation Bond Law (Chapter 4 (commencing with Section 16720) of Part 3 of Division 4 of Title 2 of the Government Code), and

all of the provisions of that law apply to the bonds and to this chapter and are hereby incorporated in this chapter as though set forth in full in this chapter, except Section 16727 of the Government Code to the extent that it may be inconsistent with this chapter.

20040. (a) For purposes of this chapter, the California Library Construction and Renovation Finance Committee established pursuant to Section 19972 is continued in existence and is the "committee" as that term is used in the State General Obligation Bond Law for the purpose of this chapter.

(b) For purposes of the State General Obligation Bond Law, the California Public Library Construction and Renovation Board of 2006 established pursuant to Section 20023 is designated the board.

20041. The committee shall determine whether or not it is necessary or desirable to issue bonds authorized pursuant to this chapter in order to carry out the actions specified in this chapter, including all acts amendatory thereof and supplementary thereto, and, if so, the amount of bonds to be issued and sold. Successive issues of bonds may be authorized and sold to carry out those actions progressively, and it is not necessary that all of the bonds authorized to be issued be sold at any one time.

20042. There shall be collected each year and in the same manner and at the same time as other state revenue is collected, in addition to the ordinary revenues of the state, a sum in an amount required to pay the principal of, and interest on, the bonds each year. It is the duty of all officers charged by law with any duty in regard to the collection of the revenue to do and perform each and every act that is necessary to collect that additional sum.

20043. Notwithstanding Section 13340 of the Government Code, there is hereby appropriated from the General Fund in the State Treasury, for the purposes of this chapter, an amount that will equal the total of the following:

(a) The sum annually necessary to pay the principal of, and interest on, bonds issued and sold pursuant to this chapter, as the principal and interest become due and payable.

(b) The sum necessary to carry out Section 20044, appropriated without regard to fiscal years.

20044. For the purposes of carrying out this chapter, the Director of Finance may authorize the withdrawal from the General Fund of an amount or amounts not to exceed the amount of the unsold bonds that have been authorized to be sold for the purpose of carrying out this chapter. Any amounts withdrawn shall be deposited in the fund. Any money made available under this section shall be returned to the General Fund, with interest at the rate earned by the money in the Pooled Money

Investment Account during the time the money was withdrawn from the General Fund pursuant to this section, from money received from the sale of bonds for the purpose of carrying out this chapter.

20045. The board may request the Pooled Money Investment Board to make a loan from the Pooled Money Investment Account or any other approved form of interim financing, in accordance with Section 16312 of the Government Code, for the purposes of carrying out this chapter. The amount of the request may not exceed the amount of the unsold bonds that the committee has, by resolution, authorized to be sold for the purpose of carrying out this chapter. The board shall execute any documents required by the Pooled Money Investment Board to obtain and repay the loan. Any amounts loaned shall be deposited in the fund to be allocated by the board in accordance with this chapter.

20046. Any bonds issued and sold pursuant to this chapter may be refunded by the issuance of refunding bonds in accordance with Article 6 (commencing with Section 16780) of Chapter 4 of Part 3 of Division 2 of Title 2 of the Government Code. Approval by the electors of the state for the issuance of bonds under this chapter shall include the approval of the issuance of any bonds issued to refund any bonds originally issued or any previously issued refunding bonds.

20047. Notwithstanding any other provision of this chapter, or of the State General Obligation Bond Law, if the Treasurer sells bonds pursuant to this chapter that include a bond counsel opinion to the effect that the interest on the bonds is excluded from gross income for federal tax purposes, subject to designated conditions, the Treasurer may maintain separate accounts for the investment of bond proceeds and for the investment earnings on those proceeds. The Treasurer may use or direct the use of those proceeds or earnings to pay any rebate, penalty, or other payment required under federal law or take any other action with respect to the investment and use of those bond proceeds required or desirable under federal law to maintain the tax-exempt status of those bonds and to obtain any other advantage under federal law on behalf of the funds of this state.

20048. All money deposited in the fund that is derived from premium and accrued interest on bonds sold pursuant to this chapter shall be reserved in the fund and shall be available for transfer to the General Fund as a credit to expenditures for bond interest.

20049. The Legislature hereby finds and declares that, inasmuch as the proceeds from the sale of bonds authorized by this chapter are not "proceeds of taxes" as that term is used in Article XIII B of the California Constitution, the disbursement of these proceeds is not subject to the limitations imposed by that article.

20049.5. Amounts deposited in the fund pursuant to this chapter may be appropriated in the annual Budget Act to the State Librarian for the actual amount of office, personnel, and other customary and usual expenses incurred in the direct administration of grant projects pursuant to this chapter, including, but not limited to, expenses incurred by the State Librarian in providing technical assistance to an applicant for a grant under this chapter.

SEC. 2. (a) Section 1 of this act shall take effect upon the adoption by the voters of the California Reading and Literacy Improvement and Public Library Construction and Renovation Bond Act of 2006, as set forth in Section 1 of this act.

(b) Section 1 of this act shall be submitted to the voters at the 2006 statewide primary election in accordance with provisions of the Elections Code and the Government Code governing submission of statewide measures to voters.

SEC. 3. (a) Notwithstanding any other law, all ballots of the election shall have printed thereon and in a square thereof, the words: "California Reading and Literacy Improvement and Public Library Construction and Renovation Bond Act of 2006" and in the same square under those words, the following in 8-point type: "This act provides for a bond issue in an amount not to exceed a total of six hundred million dollars (\$600,000,000) to provide funds for the construction and renovation of public library facilities in order to expand access to reading and literacy programs in California's public education system and to expand access to public library services for all residents of California." Opposite the square, there shall be left spaces in which the voters may place a cross in the manner required by law to indicate whether they vote for or against the act.

(b) If the voting in the election is done by means of voting machines used pursuant to law in the manner that carries out the intent of this section, the use of the voting machines and the expression of the voters' choice by means thereof are in compliance with this section.

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 Unusual Meeting hereof held on the Twenty First Day of February, 2006.

IN WITNESS THEREOF, I have hereunto set my hand and seal this Twenty First Day of January 2006.

Jean Turner, Secretary
Placentia Library District Board of Trustees