

AGENDA

REGULAR MEETING

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

June 16, 1998

7:30 P.M.

Library Conference Room

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

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

7:26 PM
1. Roll Call Administrative Assistant

2. Adoption of Agenda Rob / Ray

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

Presentation: Library Director
Recommendation: Adopt by Motion

3. Minutes of the May 19, 1998 Regular Meeting and the May 24, 1998 Special Meeting. Rob / Ray

Presentation: Library Director
Recommendation: Approve by Motion

4. Oral Communications

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

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

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

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

5. Board President Report. *No report - next time spent in Strategy Plan Session*
The President makes announcements of general interest to the community and the Library Board of Trustees as well as conducting any ceremonial matters.

6. Trustee Reports *Jan - Placentia Library report in CMAA/TACTS*
- UCI - New web site OCLL + UCI
Mar 20 - LATM - Resub bid
The Trustees make announcements of general interest to the community and the Library Board of Trustees and report on meetings attended on behalf of the Board of Trustees.

7. Friends of Placentia Library Board of Directors Report

Presentation: Representative, Friends of Placentia Library (Frances Stoller)

CLAIMS (Items 8 - 11)

Presentation: Library Director
Recommendation: Approve by Motion

Items 8 - 11 may be considered together as one motion to "Approve the Claims, and Receive & File the General Fund Cash Flow Report." Items may be removed for individual consideration before the Claims are adopted. Items removed must then each have a separate motion.

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

No Nonstandard Claims were processed during this report period.

9. Claims forwarded by the Library Director and the Library Board. (Approve)

Claim of \$3,914.33 forwarded by Library Director during this report period.

10. Current Claims and Payroll. (Approve)

*Current Claims of \$37,970.94; and Payrolls 3625 and 3626 for \$40,650.00.
Combined total of Current Claims and Payroll of \$81,055.80.*

11. FY1997-98 Cash Flow Analysis with recommendation to transfer \$101,000 from Fund 707 to Fund 706. (Approve)

FINANCIAL REPORTS (Items 12 - 17)

Presentation: Library Director
Recommendation: Approve by Motion

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

12. Financial Reports for May 1998 (Receive & File)

13. Office General Ledger & Check Registers for May 1998 (Receive & File)

Pub/Jan

Pub/Reg

14. Acquisitions Report for May 1998 (Receive & File)
15. Overdue Collection Report for May 1998 (Receive & File)
16. Debit Card System Reimbursement Report for May 1998 (Receive & File)
17. Gifts Report for May 1998 (Receive & File)

GENERAL CONSENT CALENDAR (Items 18 - 28)

Presentation: Library Director
Recommendation: Approve by Motion

Items 18 - 28 may be considered together as one motion to approve the General Consent Calendar. Items may be removed for individual consideration before the General Consent Calendar is adopted. Items removed must then each have a separate motion.

18. Building Maintenance Report for May 1998 (Receive & File)
19. Personnel Report for May 1998 (Receive, File, and Ratify Appointments)
20. Volunteer Report for May 1998 (Receive & File)
21. Circulation Report for May 1998 (Receive & File)
22. Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority. (Receive & File)
23. Legislative reports from California Advocates and the California Library Association (Receive & File)
24. Minutes of the Executive Committee of the Independent Special Districts of Orange County (ISDOC) of May 12, 1998. (Receive & File)
25. California Library Literacy Services 3rd Quarter Report for Fiscal Year 1997-1998, as submitted to the State Library of California. (Receive & File)
26. Notice of Order Granting the Motion for Order Authorizing the Representative of the County of Orange to Enter into Agreement for Assignment of Excluded Claims, an action regarding the Orange County Bankruptcy. (Receive & File)
27. Memo from OCIP Attorney Patrick Shea reporting the Schedule of Hypothetical Distribution of Net Litigation Proceeds. (Receive & File)
28. LAFCO Special District Technical Advisory Committee nomination forms and instructions. (Library Districts are not nominating this year as Elizabeth Minter has another year left of her term.) (Receive & File)

CONTINUING BUSINESS

29. Review Library Revenue Issues and continue the discussion of the feasibility of Library Parcel Tax ballot issue.

Presentation: Library Director
Recommendation: Give direction for future action

30. Status Report on the preparation of a Strategic Plan for Placentia Library District.

Presentation: Library Director
Recommendation: Approve payment from the County Exempt Fund for food expenses not to exceed \$750.00, and honorariums for luncheon speaker and facilitator not to exceed \$400.00.

31. Fiscal Year 1998-99 Budget

Presentation: Library Director
Recommendation: Adopt 90-day Continuing Resolution pending adoption of the State Budget; Adopt Salary Schedule for Exempt Employees; and Continue discussion of the Fiscal Year 1998-99 Budget to the July Regular Board Meeting.

32. Performance Review for Library Director

Presentation: Library Board President
Recommendation: Finalize the Evaluation Report and Adopt the Library Director's Performance Goals for the next review period.

NEW BUSINESS

33. Determine Date and Location for Staff Appreciation Dinner.

Presentation: Library Director
Recommendation: Set a date, location and budget for the Staff Appreciation Dinner

STAFF REPORTS (Items 34 - 38)

Presentation: Library Director
Recommendation: Approve by Motion

Items 34 - 38 may be considered together as one motion to approve the Staff Reports. Items may be removed for individual consideration before the General Consent Calendar is adopted. Items removed must then each have a separate motion.

34. Program Committee Report for May 1998. (Ammar)
35. Children's Services Report for May 1998. (Smith)
36. Publicity Materials produced for May 1998. (Willauer)
37. Placentia Library Literacy Services Report for May 1998. (Matas)
38. Safety Committee Minutes for April 1998. (Matas)

ADJOURNMENT

39. Agenda Preparation for the June Regular Meeting which will be held on July 21, 1998.

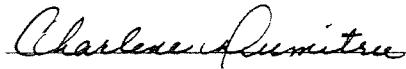
40. Review of Action Items.

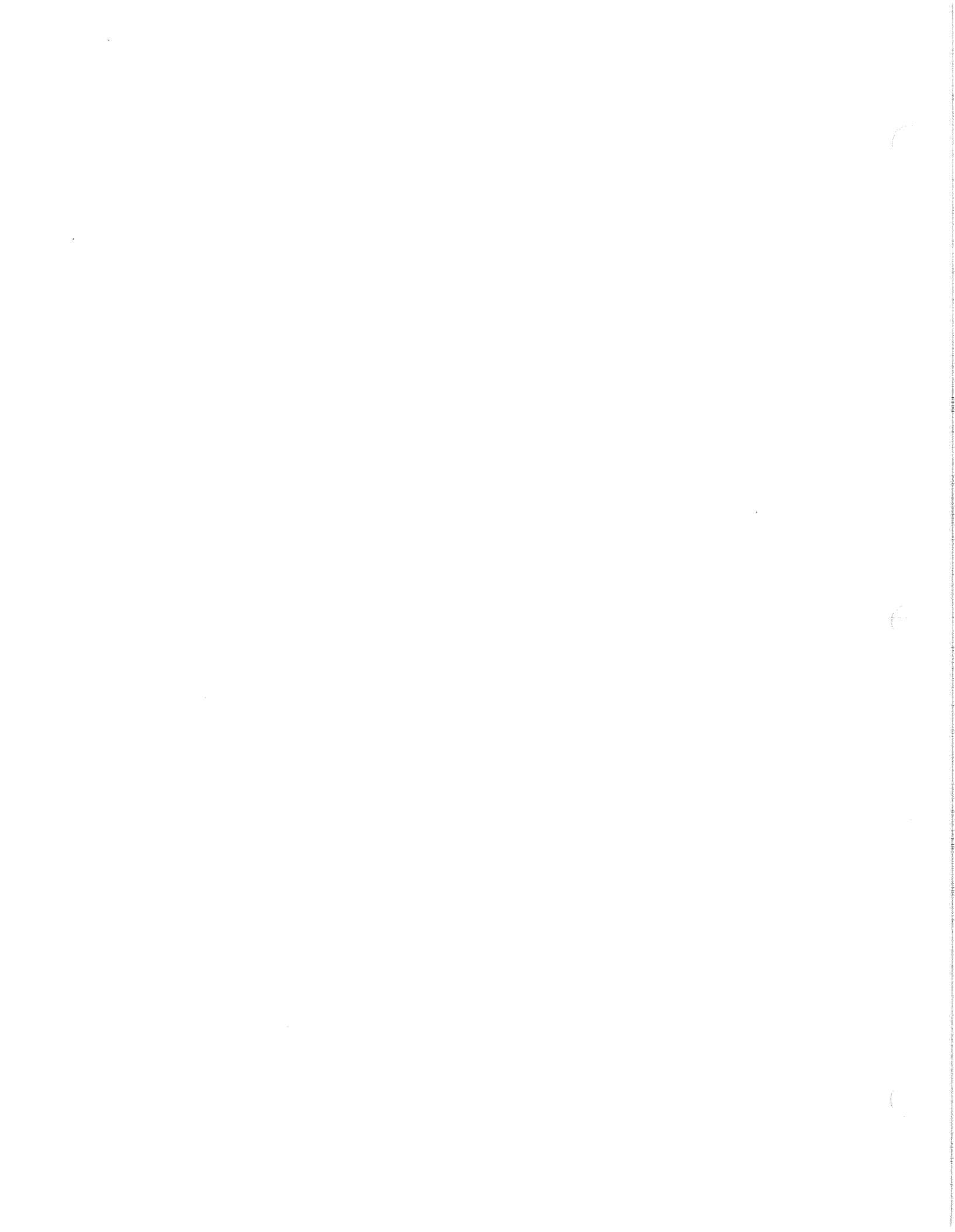
No action or discussion shall be taken on any item not appearing on the posted Agenda, unless authorized by law.

41. Adjourn

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

I, Charlene Dumitru, Administrative Assistant for the Placentia Library District, hereby certify that the Agenda for the June 16, 1998, Regular Meeting of the Library Board of Trustees of the Placentia Library District was posted on Saturday, June 13, 1998.

 _____



June 1998 - May 1999

Yearly Planner

June 98						
S	M	T	W	T	F	S
	①	2	3	4	5	6
7	8	9	10	11	12	13
14	15	①⑥	17	18	19	②⑦
21	22	23	24	②⑤	②⑥	②⑦
②⑧	②⑨	③⑩				

June

- 1** 7:00 PM Friends Board Meeting, Evans
- 16** 7:30 PM Library Board Meeting
- 20** 8:45 AM - 4:00 PM Strategic Planning Workshop
- 25** ALA Conference, Washington D.C.

July 98						
S	M	T	W	T	F	S
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12	13	14	15	16	17	18
19	20	②①	22	23	24	25
26	27	28	29	③⑩	31	

July

- 21** 7:30 PM Library Board Meeting
- 30** ISDOC Membership Luncheon Meeting

August

- 18** 7:30 PM Library Board Meeting

August 98						
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16	17	①⑧	19	20	21	22
23	24	25	26	27	28	29
30	31					

September

- 8** 7:00 PM Friends Board Meeting, Dinsmore
- 15** 7:30 PM Library Board Meeting
- 23** CSDA Annual Conference, San Francisco through 9/25
- 24** 11:30 AM - 1:00 PM Foundation Board Meeting

September 98						
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12	13	①④	15	16	17	18
19	20	21	②③	②④	25	26
27	28	29	30			

October

- 5** 7:00 PM Friends Board Meeting, Pappas
- 10** Heritage Parade
- 20** 7:30 PM Library Board Meeting
- 29** ISDOC Membership Luncheon Meeting

October 98						
S	M	T	W	T	F	S
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18	19	②⑩	21	22	23	24
25	26	27	28	②⑨	30	31

November

- 2** 7:00 PM Friends Board Meeting, Stark
- 17** 7:30 PM Library Board Meeting

November 98						
S	M	T	W	T	F	S
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8	9	10	11	12	13	14
15	16	①⑦	18	19	20	21
22	23	24	25	26	27	28
29	30					

December

- 3** 11:30 AM - 1:00 PM Foundation Board Meeting
- 7** 7:00 PM Friends Board Meeting, Masters

December

- 15** 7:30 PM Library Board Meeting

January

- 4** 7:00 PM Friends Board Meeting, Evans
- 19** 7:30 PM Library Board Meeting
- 22** ALA Midwinter, Philadelphia
- 28** 11:30 AM - 1:00 PM Foundation Board Meeting

February

- 1** 7:00 PM Friends Board Meeting, Dinsmore
- 16** 7:30 PM Library Board Meeting

March

- 1** 7:00 PM Friends Board Meeting, Pappas
- 16** 7:30 PM Library Board Meeting

April

- 5** 7:00 PM Friends Board Meeting, Stark
- 20** 7:30 PM Library Board Meeting

May

- 18** 7:30 PM Library Board Meeting

December 98						
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27	28	29	30	31		

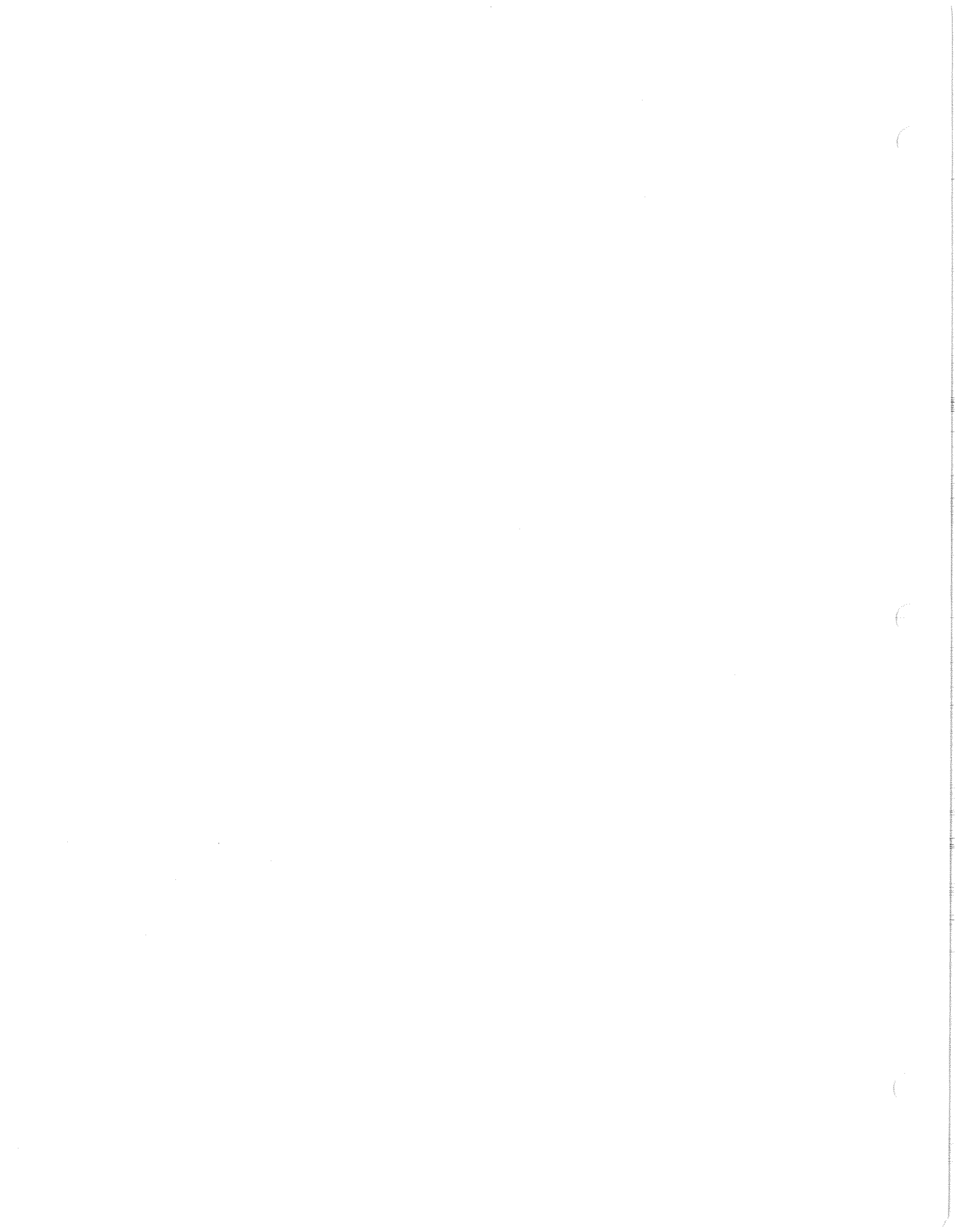
January 99						
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17	18	①⑨	20	21	②②	②③
②④	②⑤	②⑥	②⑦	②⑧	29	30
31						

February 99						
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20	21	22	23	24	25	26
27	28					

March 99						
S	M	T	W	T	F	S
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13	14	15	①⑥	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

April 99						
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18	19	②⑩	21	22	23	24
25	26	27	28	29	30	

May 99						
S	M	T	W	T	F	S
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9	10	11	12	13	14	15
16	17	①⑧	19	20	21	22
23	24	25	26	27	28	29
30	31					



**MINUTES
PLACENTIA LIBRARY DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
May 19, 1998**

CALL TO ORDER

The Regular Meeting of the Placentia Library District Board of Trustees was called to order on May 19, 1998 at 7:41 P. M. by President Peggy Dinsmore.

ROLL CALL

Members Present: President Peggy Dinsmore, Secretary Ray Evans; Trustees Robin Masters, Library Director Elizabeth Minter.

Members Absent: Trustees Sandra Stark and Jean Pappas

Others Present: Administrative Assistant Charlene Dumitru; and Friends of Placentia Library Representative Marge Horrocks

**ADOPTION OF
AGENDA**

It was moved by President Dinsmore, seconded by Trustee Masters that Agenda Item 31, Performance Review for Library Director, be moved to follow Agenda Item 40.

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

It was moved by Secretary Evans, seconded by Trustee Masters to defer Agenda Item 8, Placentia Library Foundation Board of Directors Report, until the June meeting and to approve the Agenda as amended.

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

MINUTES

It was moved by Trustee Masters, seconded by Secretary Evans to approve the Minutes of the Regular Meeting of April 21, 1998 and the Special Meeting of May 2, 1998 as presented.

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

**ORAL
COMMUNICATIONS**

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

**PRESIDENT'S
REPORT**

President Dinsmore reported that she had attended the Santiago Library System/Metropolitan Cooperative Library System joint meeting at the Turnip Rose in Orange on April 30. She reported that Library Director Minter had presided at the meeting and that it was very successful.

President Dinsmore also reported that she and Trustee Stark attended the State Library Orientation and Training Workshop for Public Library Trustees, Commissioners, Friends, and Supporters April 29 and May 1 at the Mission Inn in Riverside.

President Dinsmore reported that she had served as Literacy Representative at the California Library Trustees and Commissioners (CALTAC) Board Meeting at Legislative Day in Sacramento on April 27. She presented State Assemblyman Dick Ackerman with a copy of John Corcoran's book *The Teacher Who Could Not Read*.

TRUSTEE REPORTS

No Trustee reports were presented.

FRIENDS OF THE LIBRARY

Friends Board Member Marge Horrocks reported that the annual booksale was held May 14 and 16. She reported that final results had not yet been calculated, but she estimated the profit to be around \$500.00

Library Director Minter suggested a reevaluation of the value of the annual booksale with the possibility that more effort be put into the on-going sale and volunteer recruitment.

CLAIMS

It was moved by Trustee Masters, seconded by Secretary Evans to approve Agenda Items 9 through 11:

Nonstandard Claims in the amount of \$0.00
Claims forwarded by the Library Director in the amount of \$0.00
Current Claims and Payroll in the amount of \$54,565.14

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

It was Moved by Secretary Evans, seconded by Trustee Masters to authorize transfer of \$101,000.00 from Fund 707 to Fund 706 to complete the reverse transfers for Fiscal Year 1997-98.

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

FINANCIAL REPORTS

It was moved by Trustee Masters, seconded by Secretary Stark to receive and file Agenda Items 13 through 18:

Financial Reports for April, 1998
Office General Ledger & Check Registers for April, 1998
Acquisitions Report for April, 1998

Overdue Collection Report for April, 1998
Debit Card System Reimbursement Report for April, 1998
Gifts Report for April, 1998

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

**GENERAL CONSENT
CALENDAR**

It was moved by Secretary Evans, seconded by Trustee Masters to receive and file Agenda Items 19-29

Building Maintenance Report for April, 1998 (Receive & File)
Personnel Report for April, 1998 (Receive, File
and Ratify Appointments)
Volunteer Report for April, 1998 (Receive & File)
Circulation Report for April, 1998 (Receive & File)
Review of Shared Maintenance Cost with the City of Placentia
under the Joint Powers Authority (Receive & File)
Legislative reports from California Advocates, the California
Special Districts Association and the California Library
Association (Receive & File)
Minutes of the Executive Committee of the Independent Special
Districts of Orange County (ISDOC) of April 7, 1998. (Receive
& File)
Submission of the 321 State of California Education Grant
(Ratification Application, Receive & File)
Transmittal of Election Information to Orange County (Receive
& File)
Notice of motion and motion for order authorizing the
representative of the County of Orange to enter into agreement
for the assignment of excluded claims; memorandum of points
and authorities in support thereof, as part of the Orange County
Bankruptcy proceedings. (Receive & File)
Status Report on the preparation of a Strategic Plan for Placentia
Library District. (Receive & File)

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

**LIBRARY REVENUE
ISSUES AND
FEASIBILITY OF
LIBRARY PARCEL
TAX BALLOT ISSUE**

Library Director Minter reviewed the Library revenue issues as presented in the Board packet.

No Board action was taken.

**CLAIMS RETURN
POLICY AND
SELECTION OF
INTERIM
COLLECTION
AGENCY**

It was moved by Trustee Masters, seconded by Secretary Evans to designate Unique Management Services as the District's collection agency for a 90-day trial period and authorize the Library Director to sign all contract documents.

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

It was moved by Secretary Evans, seconded by Trustee Masters to adopt the Claims Return procedure as recommended by the Anaheim Library Consortium.

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

**GANN LIMITATION
FOR FISCAL YEAR
1998-1999**

It was moved by Trustee Masters, seconded by Secretary Evans to read Resolution 98-1, A Resolution of the Board of Trustees of the Placentia Library District of Orange County to establish the Appropriations Limitation for the Fiscal Year 1998-1999, by title only.

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

It was moved by Trustee Masters, seconded by Secretary Evans to adopt Resolution 98-1. Motion was approved with roll call vote:

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

STAFF REPORTS

It was moved by Secretary Evans, seconded by Trustee Masters to Approve Agenda Items 34-38:

Program Committee Report for April, 1998
Children's Services Report for April, 1998
Publicity Materials produced for April, 1998
Placentia Library Literacy Services Report for April, 1998
Safety Committee Minutes for April, 1998

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

**PERFORMANCE
REVIEW FOR
LIBRARY
DIRECTOR**

Pursuant to California Government code Section 54957.6 the Board went into closed session at 8:45 P. M. to discuss the Performance Review for the Library Director, a personnel matter.

The Board returned to open session at 9:02 P. M.

Library Director Minter asked the Board to clarify its suggestions for the future direction of the Library and its expectations of the skills needed to accomplish its goals.

Trustee Masters stated that Library Director Minter's work is outstanding, and deserves a merit increase, but that budget considerations do not make it possible. He emphasized that this was not a punitive measure.

The Board agreed to continue discussion of the Performance Review for the Library Director at the next meeting.

The Regular Meeting of the Board of Trustees of the Placentia Library District adjourned at 9:31 P. M.

Ray Evans, Secretary

**MINUTES
PLACENTIA LIBRARY DISTRICT
SPECIAL MEETING
OF THE BOARD OF TRUSTEES**

May 24, 1998

CALL TO ORDER

The Special Meeting of the Placentia Library District Board of Trustees was called to order on May 24, 1998 at 12:08 P. M. by President Peggy Dinsmore

ROLL CALL

Members Present: President Peggy Dinsmore; Secretary Ray Evans; Trustees Robin Masters, and Sandra Stark; and Library Director Elizabeth Minter

Members Absent: Trustee Jean Pappas

Others Present: None

**ORAL
COMMUNICATIONS**

No members of the public addressed the Board.

**PERFORMANCE
REVIEW FOR
LIBRARY
DIRECTOR**

Library Director Minter presented her response to the Performance Review. Trustee Stark stated that the Library Director was not to be considered at the top of the salary range and that the issue was not performance, but lack of revenue.

It was moved by Trustee Stark, seconded by Trustee Masters to finalize the Evaluation Report and Goals for the next review period at the June Regular Meeting.

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

ADJOURNMENT

The Special of the Meeting of the Board of Trustees of the Placentia Library District adjourned at 12:42 P.M.

Ray Evans, Secretary






PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *eh*
SUBJECT: Friends of Placentia Library Report
DATE: June 16, 1998

The Board of Directors of the Friends of the Library met on Monday, June 1, 1998. Library Director Elizabeth Minter and Library Assistant Cheryl Willauer attended the meeting.

The Treasurer reported a balance of \$5,962.98.

The Friends approved the following expenditures for Library programs:

-  \$2,000 for the Summer Reading Program
-  \$350 for the 1997 Camp Library
-  \$1,000 for audio books
-  \$350 for the Staff Appreciation Dinner
-  10% of Book Store proceeds for March, April & May to the Foundation Book Endowment Fund

The Friends indicated an interest in purchasing 2 laser scanners for the Circulation Department. Since the Anaheim Library Consortium is in the process of changing the terminals for circulation services it was decided to defer this purchase until the new hardware specifications have been finalized.

The Super Book Sale profit was \$507. The Friends are re-evaluating the future of this event and are planning to consider additional options in the Fall.

It was reported that Kay Suiter has sold her home in Placentia and will soon be moving. This will create a vacancy on the Friends Board in September.

The next Friends Board meeting is scheduled for Tuesday, September 8 at 7:00 P.M. Trustee Peggy Dinsmore is scheduled to attend as the Library Board representative.

Pending Projects

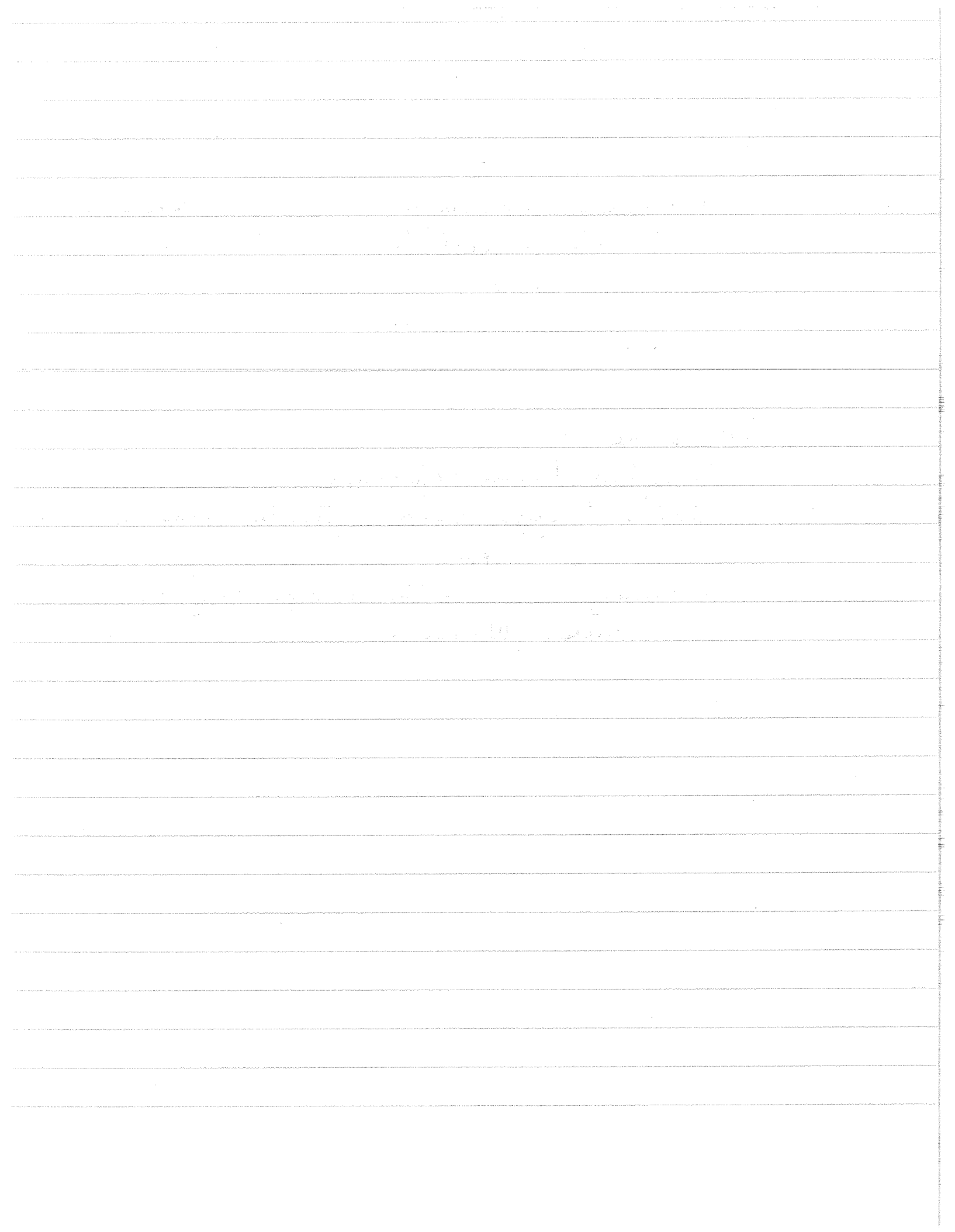
- * Personnel handbook revisions + review
(not done last time)
- * volunteer report + Board.

Reminders:

Complete travel vouchers

Trustees to sign checks on Tuesday, June 23rd
5-6 pm

Saturday - 3 Trustees to sign my travel
voucher claim.



PLACENTIA LIBRARY DISTRICT
Summary of Nonstandard Claims
June 16, 1998

DATE	REPORT NO.	AMOUNT
		\$0.00
	TOTAL	\$0.00

PLACENTIA LIBRARY DISTRICT
Summary of Claims Forwarded by the Library Director
June 16, 1998

DATE	REPORT NO.	AMOUNT
06/04/98	3316	3914.33
TOTAL		\$3,914.33

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

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acc	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
N01074 Southern Calif. Gas Co. P.O. Box C Monterey Park, CA 91756	May 21, 1998		2800	00		642.91		
N01833A Christenson Electric, Inc. 111 S.W. Columbia, STE 480 Portland, OR 97201-5886	May 18, 1998 102937		1400	00		285.00		
N01987 Vision Plan of America 8111 Beverly Blvd, STE 306 Los Angeles, CA 90048	June 1, 1998 July, 1998		0300	00		87.80		
N03645 CareAmerica Accounts Payable - 13th Floor 6300 Canoga Avenue Woodland Hills, CA 91367-2555	June, 1998		0300	00		2,354.79		
N03648A Cascade Drinking Water P.O. Box 9179 Whittier, CA 90608-9179	May 23, 1998 566		1800	00		24.95		
N03752 Pacific Bell Payment Center Van Nuys, CA 91388-0001	May 17, 1998 528-1906 April 19, 1998 996-4983 996-2865 May 17, 1998 528-8236 May 7, 1998 253-0470 May 19, 1998 996-4983 996-2865 May 17, 1998 528-6022		0700	00		117.64		
			0700	01		87.83		
			0700	01		19.75		
			0700	01		17.94		
			0700	01		144.67		
			0700	01		92.22		
			0700	01		19.99		
			0700	07		18.84		
						518.88		

The claims listed above (totaling \$ 3,914.33) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

Page Total

3,914.33

PLACENTIA LIBRARY DISTRICT
 Current Claims and Payroll
 June 16, 1998

TYPE	REPORT NUMBER	AMOUNT
Immediately	3617	924.68
	3618	1,510.18
Subtotal for Immediately		2,434.86
Regular	3619	10,587.71
	3620	2,162.27
	3621	1,860.47
	3622	4,996.38
	3623	14,328.46
	3624	\$4,035.65
Subtotal for Regular		37,970.94
TOTAL CURRENT CLAIMS		40,405.80
Payroll	3625	20,325.00
	3626	20,325.00
Subtotal for Payroll		40,650.00
TOTAL		81,055.80

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

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Obj/ Rev/ BS Acc	Sub Obj/ Rev	Rept Cat	AMOUNT	A C's Use Doc Number	Only SC		
N03650B Kinko's, Inc. Customer Admin. Services P.O. Box 672085	June 12, 1998 030200085206		1800	00		58.25				
	June 9, 1998 030200085161		1800	00		45.26				
						103.51				
N03654F Southern California Water 500 Cameron Street Placentia, CA 92870	May 21, 998		2800	00		136.03				
N03752 Pacific Bell Payment Center Van Nuys, CA 91388-0001	May 28, 1998 572-1609		0700	01		79.28				
N05030G A T & T P.O. Box 10192 Van Nuys, CA 91410-0192	May 16, 1998 528-8236		0700	00		17.72				
N06555A Principal Mutual Dept 900 P.O. Box 7657 Philadelphia, PA 19101-7657	June, 1998		0300	00		381.89				
N06556 Continental Casualty Co. Spec. Risks - Kansas City P.O. Box 95033 Chicago, IL 60694	June, 1998		0300	00		171.25				
N06557 Care Resources, Inc. 9550 Warner Ave., STE 228 Fountain Valley, CA 92708	June, 1998		1900	00		35.00				
PLEASE PAY IMMEDIATELY										

The claims listed above (totaling \$ 924.68) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY _____

COUNTERSIGNED BY _____

ATTESTED AND/OR COUNTERSIGNED BY _____

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

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acc	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
N06686D Office Depot Dept 56 - 6183976509 Salt Lake City, UT 84130-0292	May 21, 1998		1800	00		24.15		
N06785 Hector Vargas Cleaning Svcs. 318 Capistrano St. Placentia, CA 92870	June 8, 1998 096818		1400	00		950.00		
N06965 Paychex P.O. Box 25159 Santa Ana, CA 92799	May 28, 1998 19980528		1900	00		198.22		
N09191 Oxygen Service Co. 1011 W. Collins Orange, CA 92867	Feb 16, 1998 F-1276		1400	00		220.47		
N09163 Manwill Plumbing Co. 3940 Prospect Ave., Unit D Yorba Linda, CA 92886-1749	May 16, 1998 25721		1400	00		117.34		
PLEASE PAY IMMEDIATELY								

The claims listed above (totaling \$ 1,510.18) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY _____

COUNTERSIGNED BY _____

ATTESTED AND/OR COUNTERSIGNED BY _____

Page Total

1,510.18

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

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acc	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
N01035 City of Placentia 401 E. Chapman Placentia, CA 92870	June 10, 1998 55168		2800	00		3,179.79		
			1400	00		1,700.81		
			1400	00		176.28		
			1800	00		1,713.00		
			1800	08		570.00		
						7,339.88		
N01933 Placentia-Yorba Linda USD 4999 Casa Loma Ave. Yorba Linda, CA 92886	May 28, 1998 1632		1900	07		50.00		
N03653 Bear State Air Conditioning Services 3548 Enterprise Dr. Anaheim, CA 92807-1640	May 20, 1998 98-05-598 98-05-590		1400	00		541.30		
			1400	00		117.42		
						658.72		
N03654 Library Store, Inc. P.O. Box 964 Tremont, IL 61568	June 2, 1998 110344		1800	00		130.70		
N03656 Pacific Clippings P.O. Box 11789 Santa Ana, CA 92711	May, 1997		1900	00		34.71		
N03660 Elizabeth Minter Placentia Library District 411 E. Chapman Ave. Placentia, CA 92870	May 19, 1998		1400	00		200.00		
			1800	00		30.00		
			1803	00		17.00		
			2700	00		349.08		
			2700	01		199.00		
			2700	02		476.08		
			2700	07		20.00		
						1,291.16		
N03833B Brodart Automation P.O. Box 3488 Williamsport, PA 17705	May 28, 1998		0700	05		423.82		

The claims listed above (totaling \$ 10,587.71) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

Page Total

10,587.71

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

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acc	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only Doc Number	Only SC
N06786 Katherine Matas 411 E. Chapman Ave. Placentia, CA 92870	May, 1998		2800	01		69.30		
N06819A American Library Assoc. 155 North Wacker Drive Chicago, IL 60606	May 7, 1998		1800	00		39.40		
N06896 Aspen Publishers, Inc. P.O. Box 64829 Baltimore, MD 21264-4141	April 29, 1998 1160721		1800	00		148.42		
N10963 Library Journal P.O. Box 59690 Boulder, CO 80321-9690	Renewal		1800	00		99.50		
N13085 Lietta M. Wood 1268 Genoa Pl. Placentia, CA92870	June 7, 1998 60798		1900	07		1,250.00		
N15075 Cyrise Smith 411 E. Chapman Ave. Placentia, CA 92870	May, 1998		2700	01		15.75		
N15508 Cosmoslink 3030 Saturn St., STE 204 Brea, CA 92821	May 30, 1998 9806-56 9806-72		0700	02		19.95		
			0700	07		19.95		
N16840 (note name change) Verio 8001 Irvine Center Drive, STE 1200 Irvine, CA 92618-2934	May 1, 1998 149821		0700	02		250.00		
	June 1, 1998 152243		0700	02		<u>250.00</u>		
						<u>500.00</u>		

The claims listed above (totaling \$ 2,162.27) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

Page Total

2,162.27

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

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acc	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only		
							Doc Number	SC	
N03633C Brodart Co. 500 Arch Street Williamsport, PA 17705	May 12, 1998								
	U922185		2400	01		21.38			
	U922186		2400	01		107.46			
	U922187		2400	01		40.70			
	U922188		2400	01		82.89			
	U922189		2400	01		87.32			
	U922190		2400	01		43.37			
	U922191		2400	01		53.32			
	U922193		2400	01		62.94			
	U922194		2400	01		18.09			
	U922195		2400	01		45.21			
	May 15, 1998								
	U930868		2400	01		36.53			
	U930869		2400	01		9.92			
	U930870		2400	01		40.19			
	U930871		2400	01		110.77			
	U930873		2400	01		17.97			
	U930874		2400	01		27.70			
	U930875		2400	01		199.36			
	U930876		2400	01		16.28			
	May 18, 1998								
	U934043		2400	01		26.05			
	U934044		2400	01		10.21			
	May 20, 1998								
	U940027		2400	01		35.38			
	U940029		2400	01		52.48			
	May 21, 1998								
	U942516		2400	01		94.08			
	U942517		2400	01		45.28			
	U942518		2400	01		63.35			
	U942519		2400	01		45.28			
	U942520		2400	01		79.33			
	U942521		2400	01		20.73			
U945239		2400	01		39.67				
U945240		2400	01		35.51				
May 22, 1998									
U945241		2400	01		62.37				
U945242		2400	01		12.48				
U945243		2400	01		145.75				
U945244		2400	01		71.12				
						1,860.47			

The claims listed above (totaling \$ 33,244.01) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

Page Total

1,860.47

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

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acc	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
M0692A Special District Risk Management 2400 Venture Oaks Way #460 Sacramento, CA 95833	May 21, 1998		1100	00		4,996.38		
PLEASE PAY AFTER JULY 1, 1998 and BEFORE JULY 15, 1998								

The claims listed above (totaling \$ 33,244.01) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY _____

COUNTERSIGNED BY _____

ATTESTED AND/OR COUNTERSIGNED BY _____

Page Total

4,996.38

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

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acc	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only Doc Number	Only SC
N03657B Standard & Poor's P.O. Box 80-2542 Chicago, IL 60680-2542	June 1, 1998 287326		2400	01		807.05		
N03658 Grolier Educational P.O. Box 1716 Danbury, CT 06816	May 19, 1998 10135140 April 24, 1998 10123725		2400	01		283.82 <u>153.87</u> 437.69		
N03832 Books on Tape P.O. Box 7900 Newport Beach, CA 92658	May 21, 1998 3069886M		2400	05		53.88		
N06737 Facts on File P.O. Box 12046 Neward, NJ 07101	April 1998 11490124		2400	01		124.09		
N04974 Information Access 362 Lakeside Dr. Foster City, CA 94404	July 1, 1998 466480		2400	03		12,500.00		
N06897 Information Plus 2812 Exchange Street Wylie, TX 75098-7006	May 1, 1998 9818597-IN		2400	01		147.45		
N06902 New Readers Press P.O. Box 888 Syracuse, NY 13210-0888	May 13, 1998 92302		2400	08		180.00		
N06945A Dun & Bradstreet P.O. Box 75918 Chicago, IL 60675-5918	May 4, 1998 0151839-98		2400	03		78.30		

The claims listed above (totaling \$ 14,328.46) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

Page Total

14,328.46

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

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acc	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only Doc Number	Only SC
N06771 H. W. Wilson Company 950 University Avenue Bronx, NY 10452	April 6, 1998 51106930		2400	01		178.05		
N09110 Special Districts Workers Comp. 1030 - 15th Street, STE 300 Sacramento, CA 95814	May 20, 1998 Dep. for 1st Q 98-99		0350	00		1,180.00		
Wingfoot International 205 West 700 South, STE 405 Salt Lake City, UT 84101	May 21, 1998 11069		1800	00		1,842.61		
Office Timesavers One Daniel Burnham Ct., STE 106C San Francisco, CA 94109	May 7, 1998 301470		1800	00		9.17		
Map Masters 9625 Black Mountain Rd., STE 206 San Diego, CA 92126	May 15, 1998 8157		1900	07		450.00		
Literacy Solutions 5045 September St. San Diego, CA 92110-1222	June 6, 1998 150		1800	08		134.22		
Minnesota Historical Society 345 Kellogg Blvd, West St. Paul, MN 55102-1906	May 20, 1998 IL98-1414		1900	00		4.50		
American Agencies P.O. Box 2829 Torrance, CA 90509-2829	April, 1998		1900	00		237.10		

The claims listed above (totaling \$ 4,035.65) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

Page Total

4,035.65

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

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acc	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only Doc Number	Only SC
BANK OF AMERICA Placentia Branch 760 for the Placentia Library Account # 07605-80156 Route #12100358	June 16, 1998 Pay period #14 June 19, 1998 July 2, 1998		0100	00		18,880.00		
	FICA		0200	00		1,445.00		
PLEASE WIRE ON THURSDAY, JULY 2, 1998								

The claims listed above (totaling \$ 20,325.00) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY _____

COUNTERSIGNED BY _____

ATTESTED AND/OR COUNTERSIGNED BY _____

Page Total

20,325.00

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

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acc	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Doc Number	Only SC
BANK OF AMERICA Placentia Branch 760 for the Placentia Library Account # 07605-80156 Route #12100358	June 16, 1998 Pay period #15 July 3, 1998 July 16, 1998		0100	00		18,880.00		
	FICA		0200	00		1,445.00		
PLEASE WIRE ON THURSDAY, JULY 16, 1998								

The claims listed above (totaling \$ 20,325.00) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY _____

COUNTERSIGNED BY _____

ATTESTED AND/OR COUNTERSIGNED BY _____

Page Total

20,325.00

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *Edm*
SUBJECT: Cash Flow Analysis
DATE: June 16, 1998

The cash flow and budget expenditures from Fund 707 are on target although local revenues and transaction based reimbursements continue to be weak.

It is my recommendation that no funds be transferred at this time.

RECOMMENDATION:

Receive & File cash flow analysis of June 16, 1998.

Placentia Library District
FY1997-1998 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
07/01/97		Beginning Balance			170,465.79
06/24/97	3522	General to pay on/after 7/1/97		5,024.74	165,441.05
06/24/97	3523	Payroll to wire 7/3/97		19,926.00	145,515.05
06/24/97	3524	Payroll to wire 7/17/98		19,926.00	125,589.05
07/01/97	3525	General by Library Director		1,108.28	124,480.77
07/10/97		Canceled out/date check	6.20		124,486.97
07/15/97	3526	General - PPI		1,513.01	122,973.96
07/15/97	3527	General		12,500.13	110,473.83
07/15/97	3528	General		10,276.56	100,197.27
07/15/97	3529	Payroll to wire 7/31/97		19,926.00	80,271.27
07/15/97	3530	Payroll to wire 8/14/97		19,926.00	60,345.27
07/17/97		Secured Final FY96-97	5,201.12	13.00	65,533.39
07/17/97		Supplemental Roll Final FY96-97	370.60		65,903.99
07/21/97		Supplemental Secured Prior Year	951.78		66,855.77
07/22/97		Supplemental Penalties & Forfeitures	309.57		67,165.34
07/23/97		Teeter 2nd Current Delinquent	13,088.93	34.51	80,219.76
07/24/97		Supplemental Roll 1st	1.62		80,221.38
07/29/97	3531	General		2,542.59	77,678.79
07/29/97	3532	General		4,737.90	72,940.89
08/06/97	3533	General by Library Director		1,342.96	71,597.93
08/06/97	3534	General by Library Director		1,009.47	70,588.46
08/12/97		July Local Revenue	899.70		71,488.16
08/19/97	3535	General - PPI		4,222.37	67,265.79
08/19/97	3536	General		2,716.27	64,549.52
08/19/97	3537	General		9,942.37	54,607.15
08/19/97	3538	General		2,135.78	52,471.37
08/19/97	3539	Payroll to wire 8/28/97		19,926.00	32,545.37
08/19/97	3540	Payroll to wire 9/11/97		19,926.00	12,619.37
08/19/97	3541	General - Bond Payment to wire 9/10/97		33,015.00	(20,395.63)
08/26/97		Commingled Interest Allocation	765.06	20.12	(19,650.69)
09/05/97		Transfer from Fund 706	36,000.00		16,349.31
09/05/97		Grant for Direct Mail	8,861.00		25,210.31
09/05/97		August Local Revenue	2,383.21		27,593.52
09/16/97	3542	General - PPI		1,551.99	26,041.53
09/16/97	3543	General - PPI		2,081.12	23,960.41
09/16/97	3544	General		12,569.21	11,391.20
09/16/97	3545	General		493.38	10,897.82
09/16/97	3546	Payroll to wire 9/25/97		19,926.00	(9,028.18)
09/16/97	3547	Payroll to wire 10/9/97		19,926.00	(28,954.18)
09/16/97	3548	Payroll to wire 10/23/97		19,926.00	(48,880.18)
09/16/97	3549	Payroll to wire 11/6/97		19,926.00	(68,806.18)
09/16/97	3550	Payroll to wire 11/20/97		19,926.00	(88,732.18)
09/22/97		Transfer from Fund 706	65,000.00		(23,732.18)
09/22/97		Transfer from Fund 702	30,000.00		6,267.82
09/22/97		Unsecured 1st Actual	34,899.83	87.25	41,080.40
09/23/97		Local Revenue, August	1,033.75		42,114.15
09/24/97	3551	PPI by Library Director		3,581.83	38,532.32
09/24/97	3552	PPI by Library Director		2,124.18	36,408.14
09/30/97		Commingled Interest Allocation	442.33	11.63	36,838.84
10/02/97	3553	PPI by Library Director		1,625.18	35,213.66
10/02/97	3554	PPI by Library Director		9,590.61	25,623.05
10/02/97	3555	General by Library Director		4,812.47	20,810.58
10/22/97		Commingled Interest Allocation	317.22	8.26	21,119.54

Placentia Library District
FY1997-1998 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
10/27/97	3556	PPI by Library Board Members		4,269.93	16,849.61
10/27/97	3557	PPI by Library Board Members		2,459.20	14,390.41
11/03/97	3558	General by Library Director		1,318.57	13,071.84
11/18/97	3559	General - PPI		4,659.78	8,412.06
11/18/97	3560	General		13,989.01	(5,576.95)
11/18/97	3561	General		3,463.88	(9,040.83)
11/18/97	3562	General		1,244.37	(10,285.20)
11/18/97	3563	General		4,037.16	(14,322.36)
11/18/97	3564	Payroll to wire 12/4/97		19,926.00	(34,248.36)
11/18/97	3565	Payroll to wire 12/18/97		19,926.00	(54,174.36)
11/21/97		State TBR	2,104.18		(52,070.18)
11/21/97		321 Grant - Dept. of Educ.	3,426.00		(48,644.18)
11/21/97		Local Revenue, September & October	3,979.21		(44,664.97)
11/24/97		Commingled Interest Allocation	437.94	11.49	(44,238.52)
11/25/97		Current Secured 1st	67,903.18	169.76	23,494.90
12/05/97	3566	General by Library Director		3,125.17	20,369.73
12/05/97	3567	PPI by Library Director		1,581.56	18,788.17
12/09/97		Homeowners Property Tax Relief	2,277.07		21,065.24
12/11/97		Current Secured 2nd	113,707.74	284.27	134,488.71
12/15/97		Current Supplemental 1st	5,339.85		139,828.56
12/16/97	3568	General - PPI		7,736.78	132,091.78
12/16/97	3569	General		15,230.98	116,860.80
12/16/97	3570	General		4,284.83	112,575.97
12/16/97	3571	General		2,779.48	109,796.49
12/16/97	3572	Payroll to wire 1/5/98		19,926.00	89,870.49
12/16/97	3573	Payroll to wire 1/15/98		19,926.00	69,944.49
12/17/97		Current Secured 3rd	175,507.48	438.77	245,013.20
12/22/97		Commingled Interest Allocation	316.48	8.21	245,321.47
12/22/97		State TBR	2,026.63		247,348.10
12/22/97		State Humanities Grant	500.00		247,848.10
12/22/97		Local Revenue, November	1,458.13		249,306.23
12/18/98		Interest on Impounds	176.98		249,483.21
12/22/98		State Dept. Educ 321 Grant	1,522.00		251,005.21
01/08/97	3575	PPI by Library Director		2,004.94	249,000.27
01/08/98	3574	PPI by Library Director		3,818.97	245,181.30
01/08/98		Homeowners Property Tax Relief	5,313.13		250,494.43
01/15/98		Unsecured 2nd Actual	6,066.51	15.17	256,545.77
01/20/98	3480	General		518.17	256,027.60
01/20/98	3576	General - PPI		2,954.29	253,073.31
01/20/98	3577	General		1,730.83	251,342.48
01/20/98	3578	General		32,298.27	219,044.21
01/20/98	3579	General		2,232.75	216,811.46
01/20/98	3581	Payroll to wire 1/29/98		19,926.00	196,885.46
01/20/98	3582	Payroll to wire 2/12/98		19,926.00	176,959.46
01/22/98		Current Secured 4th	50,637.92	126.59	227,470.79
01/26/98		Current Supplemental 2nd	2,397.19		229,867.98
01/30/98		Commingled Interest Allocation, Dec	1,073.38	27.94	230,913.42
01/30/98		Transfer to Fund 702		30,000.00	200,913.42
02/03/98		Local Revenue, December	1,365.74		202,279.16
02/04/98		Public Utility Tax	12,571.79		214,850.95
02/04/98		Distribution of Forfeiture Accounts	3,062.01	31.43	217,881.53

Placentia Library District
FY1997-1998 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
02/10/98	3583	PPI by Library Director		1,725.80	216,155.73
02/10/98	3584	PPI by Library Director		991.98	215,163.75
02/17/98	3585	General		11,855.92	203,307.83
02/17/98	3586	General		972.65	202,335.18
02/17/98	3587	General		667.05	201,668.13
02/17/98	3588	Payroll to wire 2/26/98		19,926.00	181,742.13
02/17/98	3589	Payroll to wire 3/12/98		19,926.00	161,816.13
02/17/98	3590	General - PPI		33,244.01	128,572.12
02/17/98		Current Supplemental 3rd	684.96		129,257.08
02/20/98		Commingled Interest Allocation, Jan	1,517.19	39.08	130,735.19
02/27/98		Interest Administrative Fee Rebate	2.89	-51.48	130,789.56
03/03/98	3591	PPI by Library Director		1,710.45	129,079.11
03/03/98		Distribution of Forfeiture Accounts	75.69		129,154.80
03/05/98	3592	PPI by Library Director		1,112.99	128,041.81
03/09/98		Local Revenue, January	1,550.31		129,592.12
03/17/98	3593	General - PPI		3,721.95	125,870.17
03/17/98	3594	General		48,471.97	77,398.20
03/17/98	3595	General		4,256.37	73,141.83
03/17/98	3596	General		978.93	72,162.90
03/17/98	3597	General		140.92	72,021.98
03/17/98	3598	Payroll to wire 3/25/98		19,926.00	52,095.98
03/17/98	3599	Payroll to wire 4/9/98		19,926.00	32,169.98
03/17/98	3600	Payroll to wire 4/23/98		19,926.00	12,243.98
03/20/98		Local Revenue, February	1,795.04		14,039.02
03/20/98		State TBR - ILL	1,242.66		15,281.68
03/20/98		State Literacy Funds	6,594.00		21,875.68
03/25/98		Current Secured 5th	45,047.45	112.62	66,810.51
04/16/98		Current Secured 6th	224,358.68	582.04	290,587.15
04/20/98		Current Supplemental 4th	4,141.61		294,728.76
04/21/98	3601	General - PPI		4,096.64	290,632.12
04/21/98	3602	General - PPI		984.85	289,647.27
04/21/98	3603	General - PPI		2,071.29	287,575.98
04/21/98	3604	General		893.28	286,682.70
04/21/98	3605	General		1,220.88	285,461.82
04/21/98	3606	Payroll to wire 5/7/98		19,926.00	265,535.82
04/21/98	3607	Payroll to wire 5/21/98		19,926.00	245,609.82
04/27/98		Public Library Fund	28,313.00		273,922.82
04/27/98		Local Revenue, February	31.18		273,954.00
05/07/98		Homeowners Property Tax Relief	5,313.16		279,267.16
05/14/98		Current Secured 7th	33,250.16	83.13	312,434.19
05/14/98		Current Supplemental 5th	1,105.67		313,539.86
05/19/98	3608	General - PPI		3,938.59	309,601.27
05/19/98	3609	General - PPI		1,019.70	308,581.57
05/19/98	3610	General - PPI		3,290.93	305,290.64
05/19/98	3611	General		12,221.63	293,069.01
05/19/98	3612	General		3,039.65	290,029.36
05/19/98	3613	General		363.64	289,665.72
05/19/98	3614	Payroll to wire 6/4/98		19,926.00	269,739.72
05/19/98	3615	Payroll to wire 6/18/98		10,765.00	258,974.72
05/19/98		Transfer to Fund 706		101,000.00	157,974.72
05/20/98		Public Utility Tax	12,336.46	30.84	170,280.34
05/22/98		State TBR - ILL	1,050.00		171,330.34

Placentia Library District
 FY1997-1998 General Fund Cash Flow

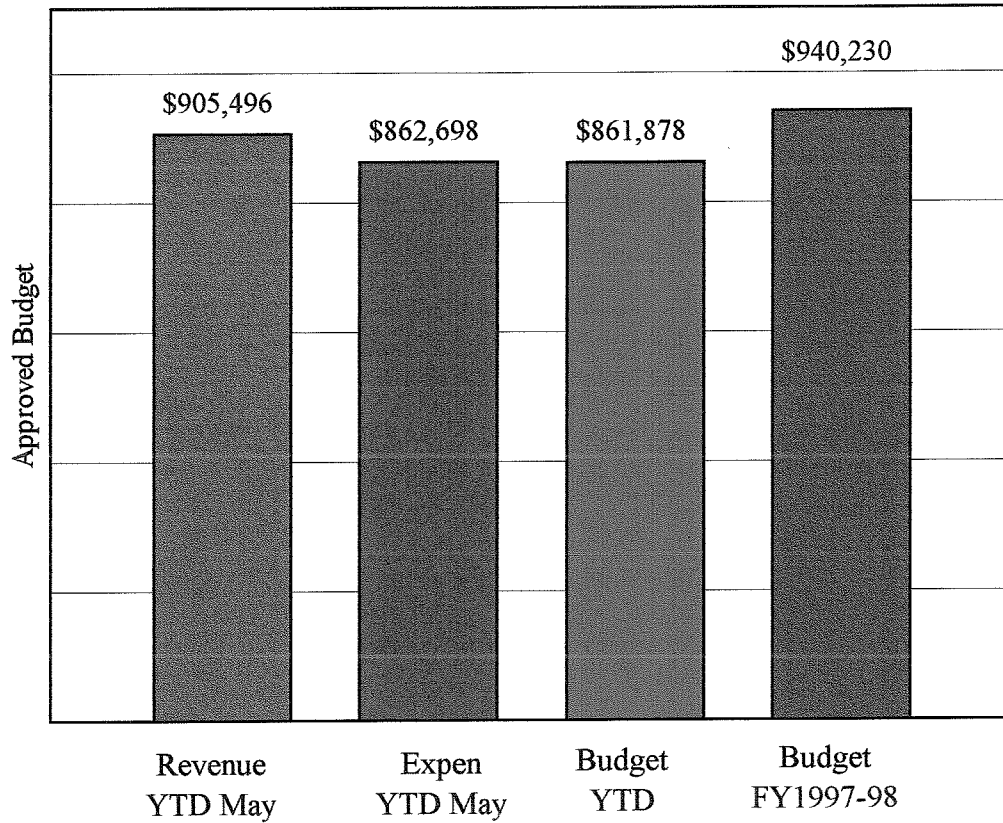
DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
05/22/98		Local Revenue, March/April	4,559.65		175,889.99
05/28/98		Commingled Interest Allocation, Feb	1,172.96	29.67	177,033.28
05/29/98		Commingled Interest Allocation, Mar	809.07	20.88	177,821.47
06/04/98	3616	PPI by Library Director		3,914.33	173,907.14
06/16/98	3617	General - PPI		924.68	172,982.46
06/16/98	3618	General - PPI		1,510.18	171,472.28
06/16/98	3619	General		10,587.71	160,884.57
06/16/98	3620	General		2,162.27	158,722.30
06/16/98	3621	General		1,860.47	156,861.83
06/16/98	3623	General		14,328.46	142,533.37
06/16/98	3624	General		4,035.65	138,497.72

Fund Balance Report
Post-Petition Balances (B/S Account 8010 - Cash)
 May 19, 1998

Fiscal Year 1997-1998							
	Fund 702	Fund 703	Fund 706	Fund 707	Fund 708	TOTAL	TOTAL
	Maj Equip Struc	Auto Replac	Bond Redempt	General Fund	Sick Lv Payoff	ALL FUNDS	EXCL GEN FUND
30-Jun-97	77,383.60	2,849.84	111,073.16	170,465.79	6,847.25	368,619.64	198,153.85
31-Jul-97	77,729.81	2,862.83	111,579.16	101,661.49	6,879.29	300,712.58	199,051.09
31-Aug-97	78,096.57	2,876.34	112,105.64	50,157.00	6,910.91	250,146.46	199,989.46
30-Sep-97	78,465.01	2,889.91	76,634.52	30,181.07	6,943.51	195,114.02	164,932.95
31-Oct-97	48,826.73	2,903.23	12,009.91	64,185.28	6,975.52	134,900.67	70,715.39
30-Nov-97	49,084.89	2,916.95	12,126.10	94,436.74	7,008.48	165,573.16	71,136.42
31-Dec-97	49,311.96	2,930.45	12,182.18	324,188.88	7,040.91	395,654.38	71,465.50
31-Jan-98	79,547.02	2,944.42	12,240.25	261,200.60	7,074.48	363,006.77	101,806.17
28-Feb-98	79,824.62	2,959.57	12,331.49	154,079.44	7,110.89	256,306.01	102,226.57
31-Mar-98	79,824.62	2,959.57	12,331.49	110,832.70	7,110.89	213,059.27	102,226.57
30-Apr-98	79,824.62	2,959.57	12,331.49	318,944.07	7,110.89	421,170.64	102,226.57
31-May-98	80,562.49	2,986.92	12,445.47	330,506.97	7,176.61	433,678.46	103,171.49
30-Jun-98						0.00	0.00
Petty Cash	0.00	0.00	0.00	10,000.00	0.00	10,000.00	0.00
General Reserves	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Fiscal Year 1996-1997							
	Fund 702	Fund 703	Fund 706	Fund 707	Fund 708	TOTAL	TOTAL
	Maj Equip Struc	Auto Replac	Bond Redempt	General Fund	Sick Lv Payoff	ALL FUNDS	EXCL GEN FUND
30-Jun-96	68,375.94	2,688.54	141,790.39	187,125.88	6,492.33	406,473.08	219,347.20
31-Jul-96	68,375.94	2,688.54	141,790.39	164,329.08	6,492.33	383,676.28	219,347.20
31-Aug-96	68,375.94	2,688.54	141,790.39	65,971.46	6,492.33	285,318.66	219,347.20
30-Sep-96	68,659.77	2,697.08	81,465.75	64,450.13	6,518.85	223,791.58	159,341.45
31-Oct-96	69,271.85	2,721.15	57,735.02	1,186.66	6,576.96	137,491.64	136,304.98
30-Nov-96	70,775.00	2,733.06	18,297.63	101,295.89	6,605.74	199,707.32	98,411.43
31-Dec-96	71,395.16	2,757.36	18,814.86	293,583.69	6,664.47	393,215.54	99,631.85
31-Jan-97	72,613.02	2,769.64	108,898.63	189,430.57	6,694.14	380,406.00	190,975.43
28-Feb-97	72,947.32	2,782.54	109,054.27	102,554.20	6,725.32	294,063.65	191,509.45
31-Mar-97	73,236.00	2,793.54	109,495.24	76,622.14	6,751.93	268,898.85	192,276.71
30-Apr-97	75,067.73	2,806.19	109,991.22	245,943.83	6,782.51	440,591.48	194,647.65
31-May-97	75,432.98	2,836.65	110,559.27	228,652.08	6,815.57	424,296.55	195,644.47
30-Jun-97	77,383.60	2,849.84	111,073.16	170,465.79	6,847.25	368,619.64	198,153.85
Petty Cash	0.00	0.00	0.00	10,000.00	0.00	10,000.00	0.00
General Reserves	0.00	0.00	0.00	0.00	0.00	0.00	0.00

PLACENTIA LIBRARY DISTRICT Fiscal Year 1997-1998 General Fund Cash Flow



PLACENTIA LIBRARY DISTRICT
REVENUE REPORT FOR FUND 707

(Prepared from the Orange County Auditor's Report)
June 16, 1998

OBJECT CODE	DESCRIPTION	FY1997-98 BUDGETED	FY1997-98 YTD	FY1996-97 YTD	FY1997-98 MAY 1998	FY1996-97 MAY 1997	FY97 YTD % REV BUD
6210-00	Prop. Taxes - current secured	705,381	710,412.61	673,850.47	33,250.16	18,967.82	100.71%
6210-01	Public Utility	23,624	24,908.25	22,568.08	12,336.46	12,155.71	105.44%
6210-04	Teeter Plan - current delinquent	0	0.00	0.00	0.00	0.00	
	TOTAL PROP. TAXES - CURRENT SECURED	729,005	735,320.86	696,418.55	45,586.62	31,123.53	100.87%
6220	PROP. TAXES - CURRENT UNSECURED	47,500	40,966.34	27,218.54	0.00	0.00	86.24%
6230-00	Prop. Taxes - Prior Secured	30,167	13,088.93	14,180.32	0.00	0.00	
6230-01	Prior year's secured final apportionment	0	5,201.12	4,341.84	0.00	0.00	
6230-02	Secured prior years	0	0.00	0.00	0.00	0.00	
6230-03	Tax deed land sales	0	0.00	4.54	0.00	0.00	
6230-04	Teeter Plan buyout - FY1993-1994 only	0	0.00	0.00	0.00	0.00	
6230-10	Release of impounds	0	0.00	10,291.73	0.00	0.00	
6230-11	(1994 ERAF Refund)	0	0.00	0.00	0.00	0.00	
	TOTAL PROP. TAXES - PRIOR SECURED	30,167	18,290.05	28,818.43	0.00	0.00	60.63%
6240	TOTAL PROP. TAXES PRIOR UNSECURED	1,500	0.00	0.00	0.00	0.00	0.00%
6250	TAXES - SPECIAL DISTRICT AUGMENTATION	0	0.00	0.00	0.00	0.00	
6260	PENALTIES & COSTS ON DELINQUENT TAXES	0	0.00	0.00	0.00	0.00	
6280-00	Property taxes current supplemental	11,500	13,670.90	9,098.18	1,105.67	2,022.32	118.88%
6280-01	Final supplemental for prior years	0	370.60	483.45	0.00	0.00	
	TOTAL PROP. TAXES SUPPLEMENTAL - CURRE	11,500	14,041.50	9,581.63	1,105.67	2,022.32	122.10%
6300	PROP. TAXES SUPPLEMENTAL - PRIOR	1,065	951.78	1,065.86	0.00	0.00	89.37%
6540	PENALTIES & COSTS ON DELINQUENT TAXES	400	3,447.27	448.40	0.00	0.00	
	TOTAL TAXES	821,137	813,017.80	763,551.41	46,692.29	33,145.85	99.01%

REVENUE REPORT FOR FUND 707
 (Prepared from the Orange County Auditor's Report)
 June 16, 1998

OBJECT CODE	DESCRIPTION	FY1997-98 BUDGETED	FY1997-98 YTD	FY1996-97 YTD	FY1997-98 MAY 1998	FY1996-97 MAY 1997	FY97 YTD % REV BUD
6610-00	Interest	11,000	6,854.52	10,428.29	1,982.03	816.37	62.31%
6610-01	Interest - old bond fund	0	0.00	0.00	0.00	0.00	
6610-23	Interest on impounded taxes released	0	176.98	3,649.59	0.00	0.00	
	TOTAL INTEREST	11,000	7,031.50	14,077.88	1,982.03	816.37	63.92%
6690	STATE - HOMEOWNER PROP TAX RELIEF	15,593	12,903.36	12,664.81	5,313.16	5,206.94	82.75%
6970-00	State - ILL & Direct Loan Reimbursement	12,500	6,423.47	8,623.27	1,050.00	0.00	51.39%
6970-01	State - CA Foundation Funds	28,000	28,313.00	28,082.00	0.00	0.00	101.12%
6970-02	State - CA Literacy Campaign	12,000	4,211.00	11,887.00	0.00	0.00	35.09%
6970-03	State - Family Literacy	0	0.00	0.00	0.00	0.00	
6970-04	State - Dept of Education 321 Grant	3,500	4,948.00	3,511.00	0.00	0.00	141.37%
6970-05	State - Project Grants	9,000	9,361.00	0.00	0.00	0.00	
6970-07	State - Timber Yield Apport	0	0.00	0.00	0.00	0.00	
	TOTAL STATE - OTHER GOVERNMENTAL	65,000	53,256.47	52,103.27	1,050.00	0.00	81.93%
7130-00	BANKRUPTCY RECOVERY DISTRIBUTIONS	0	0.00	0.00	0.00	0.00	
7670-00	LOCAL REVENUE	27,500	19,055.92	22,693.13	4,559.65	3,021.46	69.29%
7680	6-MONTH EXPIRED (OUTLAWED) CHECKS	0	231.20	6.96	0.00	0.00	
7810	TRANSFER FROM/TO OTHER LIBRARY FUNDS	0	0.00	0.00	0.00	0.00	
	FUND 707 TOTAL	940,230	905,496.25	865,097.46	59,597.13	42,190.62	96.31%

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

June 16, 1998

OBJECT CODE	DESCRIPTION	FY1997-98 BUDGETED	FY1997-98 YTD	FY1996-97 YTD	FY1997-98 MAY 1998	FY1996-97 MAY 1997	FY97 YTD % REV BUD
0100	Salaries & Wages	481,259	444,240.00	471,027.00	37,020.00	35,000.00	92.31%
0200	Retirement	70,591	63,978.34	67,005.84	2,832.00	2,680.00	90.63%
	Health Insurance/Care America	21,324	17,475.88	19,310.34	2,354.79	1,795.10	81.96%
	Long Term Disability	2,072	1,883.75	1,761.12	171.25	498.81	90.90%
	Vision Service Plan	937	795.20	935.00	87.80	0.00	84.83%
	Dental	3,715	4,095.40	3,834.98	381.89	328.10	110.23%
0300	Total Employee Insurance	28,049	24,250.23	25,841.44	2,995.73	2,622.01	86.46%
0310	Unemployment Insurance	0	0.00	0.00	0.00	0.00	
0350	Workers Compensation - General	6,000	4,322.00	5,602.00	0.00	0.00	72.03%
	TOTAL SALARIES & EMPLOYEE BENEFITS	585,899	536,790.57	569,476.28	42,847.73	40,302.01	91.62%
0700-00	Communications - Telephone	2,000	2,425.67	1,555.49	409.91	144.94	121.28%
0700-01	Communications - Modem/Fax	900	2,440.47	4,864.02	20.91	361.95	271.16%
0700-02	Communications - Internet/Database	3,500	3,889.56	0.00	39.90	0.00	111.13%
0700-05	Communications - Cataloging & Acquisitions Vendor	5,160	4,258.15	3,814.38	847.64	0.00	82.52%
0700-07	Communications - 321 Grant	150	501.76	471.58	0.00	95.43	334.51%
0700-08	Communications - Adult Literacy	250	262.36	179.24	57.35	0.00	104.94%
	Total Communications	11,960	13,777.97	10,884.71	1,375.71	602.32	115.20%
0900-00	Food - General Fund	0	24.75	0.00	6.58	0.00	
0900-07	Food - 321 Grant	50	0.00	0.00	0.00	0.00	0.00%
0900-08	Food - Adult Literacy	50	0.00	7.17	0.00	0.00	0.00%
090-009	Food - LSCA Grant	0	32.55	0.00	32.55	0.00	
	Total Food	100	57.30	7.17	39.13	0.00	57.30%
1000-00	Household Expense	3,500	4,370.02	2,152.25	0.00	0.00	124.86%
1100-00	Insurance	10,552	10,183.10	11,323.44	0.00	0.00	96.50%

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
June 16, 1998

OBJECT CODE	DESCRIPTION	FY1997-98 BUDGETED	FY1997-98 YTD	FY1996-97 YTD	FY1997-98 MAY 1998	FY1996-97 MAY 1997	FY97 YTD % REV BUD
1300-00	Maintenance of Equipment - General Fund	20,000	17,431.56	18,299.35	1,238.11	4,036.34	87.16%
1300-07	Maintenance of Equipment - 321 Grant	0	0.00	0.00	0.00	0.00	
1300-08	Maintenance of Equipment - Adult Literacy	1,000	0.00	44.95	0.00	0.00	0.00%
1300-09	Maintenance of Equipment - LSCA Grant	0	0.00	0.00	0.00	0.00	
	Total Maintenance of Equipment	21,000	17,431.56	18,344.30	1,238.11	4,036.34	83.01%
	HVAC	6,000	3,672.50	5,226.75	117.42	0.00	61.21%
	Carpet Cleaning	500	0.00	550.00	0.00	0.00	0.00%
	Groundskeeping, City of Placentia	18,750	21,399.90	16,388.92	3,644.34	1,717.54	114.13%
	Plumbing	1,200	1,609.68	821.20	583.52	0.00	134.14%
	Electrical	3,000	3,435.96	2,621.44	285.00	0.00	114.53%
	Cleaning Service	11,700	10,450.00	10,450.00	950.00	1,900.00	89.32%
	Locksmith	200	93.95	88.46	0.00	0.00	46.98%
	Other	1,500	2,023.20	1,647.21	120.00	0.00	134.88%
1400-00	Total Maintenance of Building & Grounds	42,850	42,685.19	37,793.98	5,700.28	3,617.54	99.62%
1600-00	Memberships - General Fund	2,400	2,884.00	2,183.00	0.00	0.00	120.17%
1600-07	Memberships - 321 Grant	200	75.00	295.00	0.00	0.00	
1600-08	Memberships - Adult Literacy	150	95.00	95.00	0.00	0.00	63.33%
1600-09	Memberships - LSCA Grant	0	0.00	0.00	0.00	0.00	
	Total Memberships	2,750	3,054.00	2,573.00	0.00	0.00	111.05%
1700-00	Miscellaneous Expense - General Fund	0	0.00	0.00	0.00	0.00	
1700-07	Miscellaneous Expense - 321 Grant	0	0.00	20.00	0.00	0.00	
1700-08	Miscellaneous Expense - Adult Literacy	0	0.00	0.00	0.00	0.00	
1700-09	Miscellaneous Expense - LSCA Grant	0	0.00	0.00	0.00	0.00	
	Total Miscellaneous Expense	0	0.00	20.00	0.00	0.00	

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071

(Prepared from the Orange County Auditor's Report)
June 16, 1998

OBJECT CODE	DESCRIPTION	FY 1997-98 BUDGETED	FY 1997-98 YTD	FY 1996-97 YTD	FY 1997-98 MAY 1998	FY 1996-97 MAY 1997	FY 97 YTD % REV BUD
	Library Supplies	4,500	5,096.28	3,214.66	421.15	1,037.25	113.25%
	Printing	7,000	7,025.91	8,489.28	49.43	1,712.00	100.37%
	EZ Copy - copy cards for sale to patrons	0	0.00	0.00	0.00	0.00	
	Publications	1,000	1,751.74	2,461.89	84.61	271.94	175.17%
	Paper	600	1,274.99	1,031.82	0.00	452.98	212.50%
	Drinking Water Service	300	249.50	249.50	49.90	24.95	83.17%
	Other Office Supplies	3,500	2,608.54	5,326.87	855.50	591.90	74.53%
1800-00	Total Office Supply Expense - General Fund	16,900	18,006.96	20,774.02	1,460.59	4,091.02	106.55%
1800-07	Literacy Dept Educ 321 Grant Supply Expense	0	1,141.00	608.97	0.00	571.00	
	Printing	3,000	903.04	1,796.25	0.00	0.00	30.10%
	Publications	2,750	1,157.01	0.00	0.00	0.00	42.07%
	Paper	50	0.00	0.00	0.00	0.00	0.00%
	Other Office Supplies	1,500	401.10	1,685.66	42.75	808.59	26.74%
1800-08	Total Adult Literacy Office Supply Expense	7,300	2,461.15	3,481.91	42.75	808.59	33.71%
1800-09	LSCA Grant Supply Expense	0	5,181.20	0.00	0.00	0.00	
	Total Office Expense	24,200	26,790.31	24,864.90	1,503.34	5,470.61	110.70%
1803-00	Postage Expense - General Fund	750	761.77	510.60	328.87	0.00	101.57%
1803-04	Postage Expense - LSCA II Grant	0	0.00	0.00	0.00	0.00	
1803-08	Postage Expense - Adult Literacy	400	75.50	224.00	43.50	0.00	18.88%
1803-09	Postage Expense - LSCA Grant	0	1,063.44	0.00	0.00	0.00	
	Total Postage Expense	1,150	1,900.71	734.60	372.37	0.00	165.28%

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
June 16, 1998

OBJECT CODE	DESCRIPTION	FY1997-98 BUDGETED	FY1997-98 YTD	FY1996-97 YTD	FY1997-98 MAY 1998	FY1996-97 MAY 1997	FY97 YTD % REV BUD
	Care Resources (Employee Assistance)	420	315.00	280.00	35.00	35.00	75.00%
	Pension Contribution & Operating Expenses	5,000	5,808.68	3,743.18	1,214.83	0.00	116.17%
	Anaheim Library Automated System	39,000	39,207.00	38,781.65	0.00	0.00	100.53%
	Clipping Service	420	379.81	327.10	34.71	32.71	90.43%
	Tax Collection Services & Fees by Orange County	450	173.31	328.82	50.55	(69.13)	38.51%
	Advertising	0	0.00	0.00	0.00	0.00	
	Medical Exams	500	420.00	367.00	0.00	0.00	84.00%
	Collection Services - Accounts Receivable	3,700	1,113.27	118.86	0.00	0.00	30.09%
	Audit	3,750	3,360.00	3,050.00	0.00	0.00	89.60%
	Payroll Preparation	2,300	2,183.75	1,739.47	263.70	228.85	94.95%
	Election Expenses	0	0.00	8,450.48	0.00	0.00	
	Staff Training in Library	0	0.00	0.00	0.00	0.00	
	Other (including OCIP Settlement Allocations)	0	3,800.03	1,095.99	0.00	0.00	
1900-00	Total Specialized Services - General Fund	55,540	56,760.85	58,282.55	1,598.79	227.43	102.20%
1900-01	Specialized Services - L.SCA II Grant	0	0.00	0.00	0.00	0.00	
1900-07	Specialized Services - 321 Grant	1,625	571.00	450.00	0.00	0.00	
1900-08	Specialized Services - Adult Literacy	1,500	725.00	480.00	480.00	0.00	48.33%
1900-09	Specialized Services - L.SCA Grant	0	4,003.99	0.00	400.00	0.00	
1900-18	Tax Collection Services & Fees by Orange County	1,900	1,961.87	1,853.24	113.97	77.81	103.26%
	Total Specialized Services	60,565	64,022.71	61,065.79	2,592.76	305.24	105.71%
2000-00	Legal Notices - General Fund	500	0.00	1,064.56	0.00	0.00	0.00%
2000-01	Legal Notices - L.SCA II Grant	0	0.00	0.00	0.00	0.00	
	Total Legal Notices	500	0.00	1,064.56	0.00	0.00	0.00%
2100-00	Rents/Leases-Equipment	0	0.00	0.00	0.00	0.00	

PLACENTIA LIBRARY DISTRICT
 EXPENDITURE REPORT FOR FUND 5071
 (Prepared from the Orange County Auditor's Report)
 June 16, 1998

OBJECT CODE	DESCRIPTION	FY1997-98 BUDGETED	FY1997-98 YTD	FY1996-97 YTD	FY1997-98 MAY 1998	FY1996-97 MAY 1997	FY97 YTD % REV BUD
2200-00	Semi-Annual Bond Payment	66,090	66,259.01	1,542.61	0.00	0.00	100.26%
2300-00	Small Tools/Instruments	0	0.00	0.00	0.00	0.00	
2400-00	Special Department Expense - Miscellaneous	0	16.03	644.34	0.00	0.00	
2400-01	Special Department Expense- Books	10,000	5,142.63	8,382.68	0.00	666.59	51.43%
2400-02	Special Department Expense - Video	500	592.80	0.00	0.00	0.00	118.56%
2400-03	Special Department Expense - Electronic	10,000	12,714.23	13,752.42	0.00	144.39	127.14%
2400-04	Special Department Expense - Periodicals	26,000	4,039.57	5,200.97	0.00	0.00	15.54%
2400-05	Special Department Expense - Audio	1,000	197.46	0.00	0.00	0.00	19.75%
2400-07	Special Department Expense - 321 Grant	0	0.00	0.00	0.00	0.00	
2400-08	Special Department Expense - Adult Literacy	500	606.57	973.15	0.00	0.00	121.31%
2400-09	Special Department Expense - LSCA Grant	0	0.00	0.00	0.00	0.00	
	Total Special Department Expense	48,000	23,309.29	28,953.56	0.00	810.98	48.56%
2600-00	Transportation/Travel - General	0	0.00	0.00	0.00	0.00	
2700-00	Transportation/Travel - Meetings, Staff Out of Town	1,000	654.78	1,075.36	286.90	248.00	
2700-01	Transportation/Travel - Meetings, Staff Local	2,000	3,037.39	2,617.82	276.82	42.52	151.87%
2700-02	Transportation/Travel - Meetings, Board Out of Town	750	171.42	326.58	95.00	0.00	22.86%
2700-03	Transportation/Travel - Meetings, Board Local	1,000	287.60	574.09	0.00	44.09	28.76%
2700-04	Transportation/Travel - Meetings, LSCA II Grant	0	0.00	0.00	0.00	0.00	
2700-07	Transportation/Travel - Meetings, 321 Grant	1,500	1,045.40	210.00	329.00	0.00	69.69%
2700-08	Transportation/Travel - Meetings - Adult Literacy	500	0.00	0.00	0.00	0.00	0.00%
2700-09	Transportation/Travel - Meetings - LSCA Grant	0	0.00	9.67	0.00	0.00	
	Total Transportation/Travel - Meetings	6,750	5,196.59	4,813.52	987.72	334.61	76.99%

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
June 16, 1998

OBJECT CODE	DESCRIPTION	FY1997-98 BUDGETED	FY1997-98 YTD	FY1996-97 YTD	FY1997-98 MAY 1998	FY1996-97 MAY 1997	FY97 YTD % REV BUD
2800-00	Electricity	43,500	40,284.17	35,344.24	5,743.58	3,093.58	92.61%
	Gas	3,500	4,630.87	5,800.65	794.57	606.47	132.31%
	Water	3,000	2,179.45	2,531.26	100.21	302.67	72.65%
	Total Utilities	50,000	47,094.49	43,676.15	6,638.36	4,002.72	94.19%
	TOTAL SUPPLIES & SERVICES	349,967	326,132.25	249,814.54	20,447.78	19,180.36	93.19%
3700-00	Taxes, Assessments (Sales Tax)	864	0.00	778.00	0.00	0.00	0.00%
4000-00	Equipment - General Fund	2,500	0.00	2,625.36	0.00	0.00	0.00%
4000-07	Equipment - 321 Grant	0	0.00	0.00	0.00	0.00	
4000-08	Equipment - Adult Literacy	1,000	0.00	877.07	0.00	0.00	
4000-09	Equipment - LSCA Grant	0	0.00	0.00	0.00	0.00	
4000-11	Equipment - County Assigned Fund	0	0.00	0.00	0.00	0.00	
	Total Equipment	3,500	0.00	3,502.43	0.00	0.00	0.00%
4200-00	Structures/Improvements	0	0.00	0.00	0.00	0.00	
4807	TOTAL EQUIPMENT EXPENSE	3,500	0.00	3,502.43	0.00	0.00	0.00%
5600	OPERATING TRANSFER TO ANOTHER DISTRIC	0	0.00	0.00	0.00	0.00	
	INVESTMENT POOL LOSS	0	0.00	0.00	0.00	0.00	0.00
	TOTAL EXPENSES	940,230	862,922.82	823,571.25	63,295.51	59,482.37	91.78%

Placentia Library District
Balance Sheet

May 31, 1998

Assets

General Fund - Checking	3,622.84	
Literacy Fund-Checking	0.00	
County Exempt-Checking	3,520.39	
Payroll Account	15,843.10	
Savings (P/R Support)	5,634.41	
Savings (P/R Fees)	2,286.25	
Certificates of Deposit	27,500.00	
General Fund - Savings	3,319.76	
Literacy Fund - Savings	5,687.81	
County Exempt - Savings	5,372.39	
Total Assets		<u>72,786.95</u>

Liabilities

Manual Payroll Checks	564.98	
Payroll Taxes Payable	(411.74)	
Deferred Comp Payable	842.45	
Insurance Payable	(565.13)	
Credit Union Payable	46.78	
Union Dues Payable	110.28	
Other Employee Deductions	656.41	
Total Liabilities		1,244.03

Capital

Fund Balance	71,542.92	
Total Capital		<u>71,542.92</u>
Total Liabilities and Capital		<u>72,786.95</u>

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

May 1998

Prepared 6/11/98

	DATE/NO.	DEBITS	CREDITS	BALANCE
Statement Balance				3,319.76
Checks Out				
TOTALS		0.00	0.00	
CHECKBOOK BAL				3,319.76

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PLACENTIA LIBRARY DISTRICT
Bank Reconciliation for Sanwa Bank Account 2657-00860
General Fund Petty Cash Checking Account

May 1998

Prepared 6/11/98

	DATE/NO.	DEBITS	CREDITS	BALANCE
Statement Balance				4,120.27
Checks Out	4458	227.00		
	4459	50.00		
	4460	51.43		
	4463	149.00		
	4464	20.00		
TOTALS		497.43	0.00	
CHECKBOOK BAL				3,622.84



05/31/98

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Part 1 of 1 Parts

Placentia Library District
Income Statement For Department 01
Period Spread Sheet
1 Period(s) Ending May 31, 1998

	Total	05/31/98
Income		
Cash Register-Audio Visual	0.00	0.00
Cash Register-Mis.	0.40	0.40
Cash Register-Fines	1,806.77	1,806.77
Cash Register-Damaged Items-Not in	0.00	0.00
Cash Register-Lost Items	26.93	26.93
Cash Register-Copy Cards	0.00	0.00
Cash Register-Fax/Laminator	0.00	0.00
Cash Register-Childrens	0.00	0.00
Cash Register-Publications	0.00	0.00
Cash Register-Reserves	60.60	60.60
Cash Register-Computer Rental	0.00	0.00
Typewriter Income	0.00	0.00
Telephone Income	0.00	0.00
Copy Machine Income	0.00	0.00
State Library Reimbursements	0.00	0.00
State Library Grants	0.00	0.00
State of California Foundation Fund	0.00	0.00
Other Grants	0.00	0.00
County Reimbursements	1,344.51	1,344.51
Interest Income - checking	0.00	0.00
Interest Income - savings	18.16	18.16
Miscellaneous Income	0.00	0.00
	-----	-----
Total Income	3,257.37	3,257.37
Cost of Sales		
	-----	-----
Gross Profit (Loss)	3,257.37	3,257.37
Expenses		
Transfers to County	5,841.16	5,841.16
Employee Insurance (030)	0.00	0.00
Food (0900)	0.00	0.00
Household Expenses (100)	0.00	0.00
Insurance (1100)	0.00	0.00
Maintenance-Equip (130)	0.00	0.00
Maintenance-Bldg (140)	115.00	115.00
Communications (070)	0.00	0.00
Memberships (160)	0.00	0.00
Office Expense (180)	70.49	70.49
Postage (183)	0.00	0.00
Prof. & Spec. Services (190)	0.00	0.00
Special Departmental Expense (240)	0.00	0.00
Transportation & Travel (270)	800.00	800.00
Utilities (280)	0.00	0.00
Equipment (400)	0.00	0.00

05/31/98

Placentia Library District
Income Statement For Department 01
Period Spread Sheet
1 Period(s) Ending May 31, 1998

	Total	05/31/98
Taxes and Fees (370)	3.50	3.50
Funds in Transit	0.00	0.00
	-----	-----
Total Expenses	6,830.15	6,830.15
	-----	-----
Operating Income (Loss)	(3,572.78)	(3,572.78)
Other Income		
Other Expenses		
	-----	-----
Net Income (Loss)	(3,572.78)	(3,572.78)
	=====	=====

05/31/98

Page 1

Placentia Library District Part 1 of 1 Parts
Income Statement For Department 01
YTD Actual Spread Sheet
1 Period(s) Ending May 31, 1998

	05/31/98
Income	
Cash Register-Audio Visual	0.00
Cash Register-Mis.	73.97
Cash Register-Fines	17,695.12
Cash Register-Damaged Items-Not in Us	0.00
Cash Register-Lost Items	1,112.21
Cash Register-Copy Cards	0.00
Cash Register-Fax/Laminator	0.00
Cash Register-Childrens	198.00
Cash Register-Publications	0.00
Cash Register-Reserves	903.70
Cash Register-Computer Rental	1.40
Typewriter Income	31.60
Telephone Income	102.66
Copy Machine Income	0.00
State Library Reimbursements	6,423.47
State Library Grants	20,903.00
State of California Foundation Funds	28,313.00
Other Grants	0.00
County Reimbursements	5,213.87
Interest Income - checking	0.00
Interest Income - savings	125.52
Miscellaneous Income	0.00

Total Income	81,097.52
 Cost of Sales	

Gross Profit (Loss)	81,097.52
 Expenses	
Transfers to County	74,946.90
Employee Insurance (030)	0.00
Food (0900)	111.82
Household Expenses (100)	28.61
Insurance (1100)	0.00
Maintenance-Equip (130)	0.00
Maintenance-Bldg (140)	235.00
Communications (070)	0.00
Memberships (160)	40.00
Office Expense (180)	754.00
Postage (183)	823.02
Prof. & Spec. Services (190)	400.00
Special Departmental Expense (240)	42.75
Transportation & Travel (270)	4,488.20
Utilities (280)	0.00
Equipment (400)	0.00

05/31/98

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Placentia Library District
Income Statement For Department 01
YTD Actual Spread Sheet
1 Period(s) Ending May 31, 1998

Part 1 of 1 Parts

	05/31/98
Taxes and Fees (370)	344.50
Funds in Transit	1,344.51

Total Expenses	83,559.31

Operating Income (Loss)	(2,461.79)
Other Income	
Other Expenses	

Net Income (Loss)	(2,461.79)
	=====

05/31/98

Placentia Library District
 Cash Disbursements
 Checkbook 5 Fiscal Year 98 Period 11
 General Fund - Savings

Page 1

Check	Date	Payee	Amount
1044	05/18/98	O.C. Auditor	5,841.16
		0-5102-01 Transfers to County	5,841.16
		Checkbook 5 Total	5,841.16

05/31/98

Placentia Library District
Cash Disbursements
Checkbook 1 Fiscal Year 98 Period 11
General Account

Page 1

Check	Date	Payee	Amount
4458	05/01/98	Time to Travel 0-5122-01 Transportation & Travel (270)	227.00 227.00
4459	05/12/98	Inland Library Syste 0-5122-01 Transportation & Travel (270)	50.00 50.00
4460	05/19/98	Elizabeth Minter (pc 0-5114-01 Office Expense (180)	51.43 51.43
4461	05/19/98	Travel in Style 0-5122-01 Transportation & Travel (270)	354.00 354.00
4462	05/27/98	Placentia Disposal 0-5110-01 Maintenance-Bldg (140)	115.00 115.00
4463	05/27/98	Microcenter 0-5122-01 Transportation & Travel (270)	149.00 149.00
4464	05/27/98	Placentia Chamber 0-5122-01 Transportation & Travel (270)	20.00 20.00
Checkbook 1 Total			966.43

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

May 1998

Prepared 6/11/98

	DATE/NO.	DEBITS	CREDITS	BALANCE
Statement Balance				5,687.81
Checks Out				
TOTALS		0.00	0.00	
CHECKBOOK BAL				5,687.81

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05/31/98

Placentia Library District
Income Statement For Department 02
Period Spread Sheet
1 Period(s) Ending May 31, 1998

	Total	05/31/98
Income		
Gifts Income	0.00	0.00
Tutor Training Income	0.00	0.00
Workshops Income	0.00	0.00
Book/Materials Income	0.00	0.00
Interest Income - checking	0.00	0.00
Interest Income - savings	12.54	12.54
Miscellaneous Income	0.00	0.00
Citizenship Tests (CASAS)	0.00	0.00
Citizenship Tests (CASAS)	0.00	0.00
Donations to Literacy	0.00	0.00
Placentopoly Games	0.00	0.00
Loan Repayment from C.E.	0.00	0.00
	-----	-----
Total Income	12.54	12.54
Cost of Sales		
	-----	-----
Gross Profit (Loss)	12.54	12.54
Expenses		
Refunds (not in use)	0.00	0.00
Travel Expense	0.00	0.00
Equipment Expense	0.00	0.00
Refreshments	0.00	0.00
Printing	0.00	0.00
LVA Expenses	0.00	0.00
Miscellaneous	0.00	0.00
Tutor Training Materials	0.00	0.00
Bank Fees	0.00	0.00
Loan to C.E. for Copier	0.00	0.00
	-----	-----
Total Expenses	0.00	0.00
Operating Income (Loss)	12.54	12.54
Other Income		
Other Expenses		
	-----	-----
Net Income (Loss)	12.54	12.54
	=====	=====

05/31/98

Page 1

Placentia Library District
Income Statement For Department 02
YTD Actual Spread Sheet
1 Period(s) Ending May 31, 1998

Part 1 of 1 Parts

	05/31/98
Income	
Gifts Income	0.00
Tutor Training Income	180.00
Workshops Income	0.00
Book/Materials Income	0.00
Interest Income - checking	5.09
Interest Income - savings	136.13
Miscellaneous Income	0.00
Citizenship Tests (CASAS)	1,120.00
Citizenship Tests (CASAS)	0.00
Donations to Literacy	0.00
Placentopoly Games	80.00
Loan Repayment from C.E.	0.00

Total Income	1,521.22
Cost of Sales	

Gross Profit (Loss)	1,521.22
Expenses	
Refunds (not in use)	0.00
Travel Expense	0.00
Equipment Expense	0.00
Refreshments	0.00
Printing	0.00
LVA Expenses	0.00
Miscellaneous	0.00
Tutor Training Materials	0.00
Bank Fees	0.00
Loan to C.E. for Copier	6,200.00

Total Expenses	6,200.00

Operating Income (Loss)	(4,678.78)
Other Income	
Other Expenses	

Net Income (Loss)	(4,678.78)
	=====

05/31/98

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

Page 1

For Fiscal Year 98, Period 11 through Fiscal Year 98, Period 11

Account Name

Total

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

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

May 1998

Prepared 6/11/98

	DATE/NO.	DEBITS	CREDITS	BALANCE
Statement Balance				5,818.73
Checks Out	1050	446.34		
TOTALS		446.34	0.00	
CHECKBOOK BAL				5,372.39

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

May 1998

Prepared 6/11/98

	DATE/NO.	DEBITS	CREDITS	BALANCE
Statement Balance				3,798.75
Checks Out	1141	107.25		
	1142	65.70		
	1143	65.00		
	1144	40.41		
TOTALS		278.36	0.00	
CHECKBOOK BAL				3,520.39

Sanwa

05/31/98

Page 1
Part 1 of 1 Parts

Placentia Library District
Income Statement For Department 03
Period Spread Sheet
1 Period(s) Ending May 31, 1998

	Total	05/31/98
Income		
Cash Register-Copy Cards-Exempt Fun	0.00	0.00
Microfilm/Microfich Income	0.00	0.00
Meeting Room Income	120.00	120.00
Test Proctoring Income	80.00	80.00
Vending Machine Income	0.00	0.00
Debit Card Income	715.80	715.80
Friends Contributions	0.00	0.00
Friends - Summer Reading	0.00	0.00
Gifts Income	0.00	0.00
Special Gifts (Non Library)	0.00	0.00
Children's Dept Income	0.00	0.00
Lobbyist Income	0.00	0.00
Interest Income - checking	3.55	3.55
Interest Income - savings	11.95	11.95
Miscellaneous Income	0.00	0.00
Gulf Arab Grant Income	0.00	0.00
Community Grant Income	0.00	0.00
Directors Fund (Friends)	0.00	0.00
Camp Library (Friends)	0.00	0.00
Storytime (Friends)	0.00	0.00
Loan from Literacy	0.00	0.00
	-----	-----
Total Income	931.30	931.30
Cost of Sales		
	-----	-----
Gross Profit (Loss)	931.30	931.30
Expenses		
Copy Cards Purchase	0.00	0.00
Vend. Mach.-Repay Capital Equip.	0.00	0.00
Vending Machine Supplies	0.00	0.00
Vending Machine Repairs	0.00	0.00
Bank Fees & Services Charges	13.00	13.00
Children's Summer Reading Program	172.95	172.95
Children's Camp Library	0.00	0.00
Children's Storytime (Friends)	360.00	360.00
Children's-Other	0.00	0.00
Debit Card - Repay Capital Equip.	0.00	0.00
Friend's-Director's Fund	40.41	40.41
Friend's-Other Activities	0.00	0.00
Library Board Expenses	0.00	0.00
Meeting Room Upkeep Expenses	65.00	65.00
Gulf Arab Grant	0.00	0.00
Community Grant Expense	0.00	0.00
Miscellaneous	0.00	0.00

05/31/98

Page 2
Part 1 of 1 Parts

Placentia Library District
Income Statement For Department 03
Period Spread Sheet
1 Period(s) Ending May 31, 1998

	Total	05/31/98
Lobbyist Expense	0.00	0.00
Funds in Transit	0.00	0.00
Debit Card System Repairs	0.00	0.00
Debit Cards	0.00	0.00
Copier Maintenance Contract	446.34	446.34
Copier Lease Payments	0.00	0.00
Copier Supplies	0.00	0.00
Repay loan to Lit.(copier)	0.00	0.00
	-----	-----
Total Expenses	1,097.70	1,097.70
	-----	-----
Operating Income (Loss)	(166.40)	(166.40)
Other Income		
Other Expenses		
	-----	-----
Net Income (Loss)	(166.40)	(166.40)
	=====	=====

05/31/98

Page 1

Placentia Library District Part 1 of 1 Parts
Income Statement For Department 03
YTD Actual Spread Sheet
1 Period(s) Ending May 31, 1998

	05/31/98
Income	
Cash Register-Copy Cards-Exempt Fund	0.00
Microfilm/Microfich Income	1.25
Meeting Room Income	2,784.45
Test Proctoring Income	400.00
Vending Machine Income	0.00
Debit Card Income	6,474.80
Friends Contributions	275.45
Friends - Summer Reading	0.00
Gifts Income	0.00
Special Gifts (Non Library)	0.00
Children's Dept Income	1,000.00
Lobbyist Income	0.00
Interest Income - checking	40.19
Interest Income - savings	115.77
Miscellaneous Income	0.00
Gulf Arab Grant Income	0.00
Community Grant Income	0.00
Directors Fund (Friends)	1,000.00
Camp Library (Friends)	0.00
Storytime (Friends)	2,040.00
Loan from Literacy	6,200.00

Total Income	20,331.91
 Cost of Sales	

Gross Profit (Loss)	20,331.91
 Expenses	
Copy Cards Purchase	491.11
Vend. Mach.-Repay Capital Equip.	0.00
Vending Machine Supplies	0.00
Vending Machine Repairs	0.00
Bank Fees & Services Charges	49.96
Children's Summer Reading Program	912.41
Children's Camp Library	284.23
Children's Storytime (Friends)	3,060.00
Children's-Other	101.34
Debit Card - Repay Capital Equip.	0.00
Friend's-Director's Fund	926.34
Friend's-Other Activities	136.84
Library Board Expenses	835.90
Meeting Room Upkeep Expenses	932.57
Gulf Arab Grant	0.00
Community Grant Expense	0.00
Miscellaneous	500.00

05/31/98

Placentia Library District
Income Statement For Department 03
YTD Actual Spread Sheet
1 Period(s) Ending May 31, 1998

Page 2
Part 1 of 1 Parts

	05/31/98
Lobbyist Expense	1,900.52
Funds in Transit	0.00
Debit Card System Repairs	0.00
Debit Cards	0.00
Copier Maintenance Contract	3,465.93
Copier Lease Payments	10,266.02
Copier Supplies	0.00
Repay loan to Lit.(copier)	0.00

Total Expenses	23,863.17

Operating Income (Loss)	(3,531.26)
Other Income	
Other Expenses	

Net Income (Loss)	(3,531.26)
	=====

05/31/98

Placentia Library District
Cash Disbursements
Checkbook 7 Fiscal Year 98 Period 11
County Exempt - Savings

Page 1

Check	Date	Payee	Amount
1050	05/19/98	Sharp Electronics	446.34
		0-5327-03 Copier Maintenance Contract	446.34
		Checkbook 7 Total	446.34

05/31/98

Placentia Library District
Cash Disbursements
Checkbook 3 Fiscal Year 98 Period 11
County Exempt

Page 1

Check	Date	Payee	Amount
1141	05/19/98	Serra Cooperative	107.25
	0-5308-03	Children's Summer Reading Progra	107.25
1142	05/19/98	Midwest Tape	65.70
	0-5308-03	Children's Summer Reading Progra	65.70
1143	05/19/98	Emils Cleaning	65.00
	0-5319-03	Meeting Room Upkeep Expenses	65.00
1144	05/19/98	AMP Enterprises	40.41
	0-5314-03	Friend's-Director's Fund	40.41
1145	05/26/98	Donna Bass	360.00
	0-5311-03	Children's Storytime (Friends)	360.00
		Checkbook 3 Total	638.36

PLACENTIA LIBRARY DISTRICT
Reconciliation for Bank of America Account 07605-80156
Payroll Account
May, 1998

Agenda Item 13
Page 22
PAYROLL

Prepared June 10, 1998

	NUMBER	DEBITS	CREDITS	BALANCE
Statement Balance				17,871.78
	3798	153.43		
	3810	54.71		
	3813	282.69		
	3825	215.84		
	3826	256.62		
	3840	282.69		
	3843	782.7		
	TOTALS	2,028.68	0.00	
Checkbook balance				15,843.10

05/31/98

Placentia Library District
Income Statement For Department 04
Period Spread Sheet
1 Period(s) Ending May 31, 1998

	Total	05/31/98
Income		
Transfers from County	39,852.00	39,852.00
Interest Income-CD's	0.00	0.00
Interest-Savings-Landmark	0.00	0.00
Interest-Savings-B of A	0.00	0.00
Miscellaneous Income	0.00	0.00
	-----	-----
Total Income	39,852.00	39,852.00
Cost of Sales	-----	-----
Gross Profit (Loss)	39,852.00	39,852.00
Expenses		
Salaries	38,387.67	38,387.67
Prepaid Salaries	0.00	0.00
Employee Benefits	0.00	0.00
Employer Payroll Taxes	2,893.45	2,893.45
Payroll Processing Fees	0.00	0.00
Bank Fees and Service Charges	0.00	0.00
Miscellaneous - Unknown	0.00	0.00
	-----	-----
Total Expenses	41,281.12	41,281.12
Operating Income (Loss)	(1,429.12)	(1,429.12)
Other Income		
Other Expenses	-----	-----
Net Income (Loss)	===== (1,429.12)	===== (1,429.12)

05/31/98

Page 1

Placentia Library District Part 1 of 1 Parts
Income Statement For Department 04
YTD Actual Spread Sheet
1 Period(s) Ending May 31, 1998

	05/31/98
Income	
Transfers from County	478,224.00
Interest Income-CD's	1,439.68
Interest-Savings-Landmark	80.80
Interest-Savings-B of A	34.46
Miscellaneous Income	0.00

Total Income	479,778.94
Cost of Sales	-----
Gross Profit (Loss)	479,778.94
Expenses	
Salaries	441,306.28
Prepaid Salaries	0.00
Employee Benefits	0.00
Employer Payroll Taxes	32,565.34
Payroll Processing Fees	0.00
Bank Fees and Service Charges	0.00
Miscellaneous - Unknown	0.00

Total Expenses	473,871.62

Operating Income (Loss)	5,907.32
Other Income	
Other Expenses	-----
Net Income (Loss)	5,907.32
	=====

05/31/98

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

Page 1

For Fiscal Year 98, Period 11 through Fiscal Year 98, Period 11

Account Name

Total

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



ACQUISITIONS REPORT FG. MONTH OF MAY 1998
Prepared by Julie Shook, Technical Services Librarian

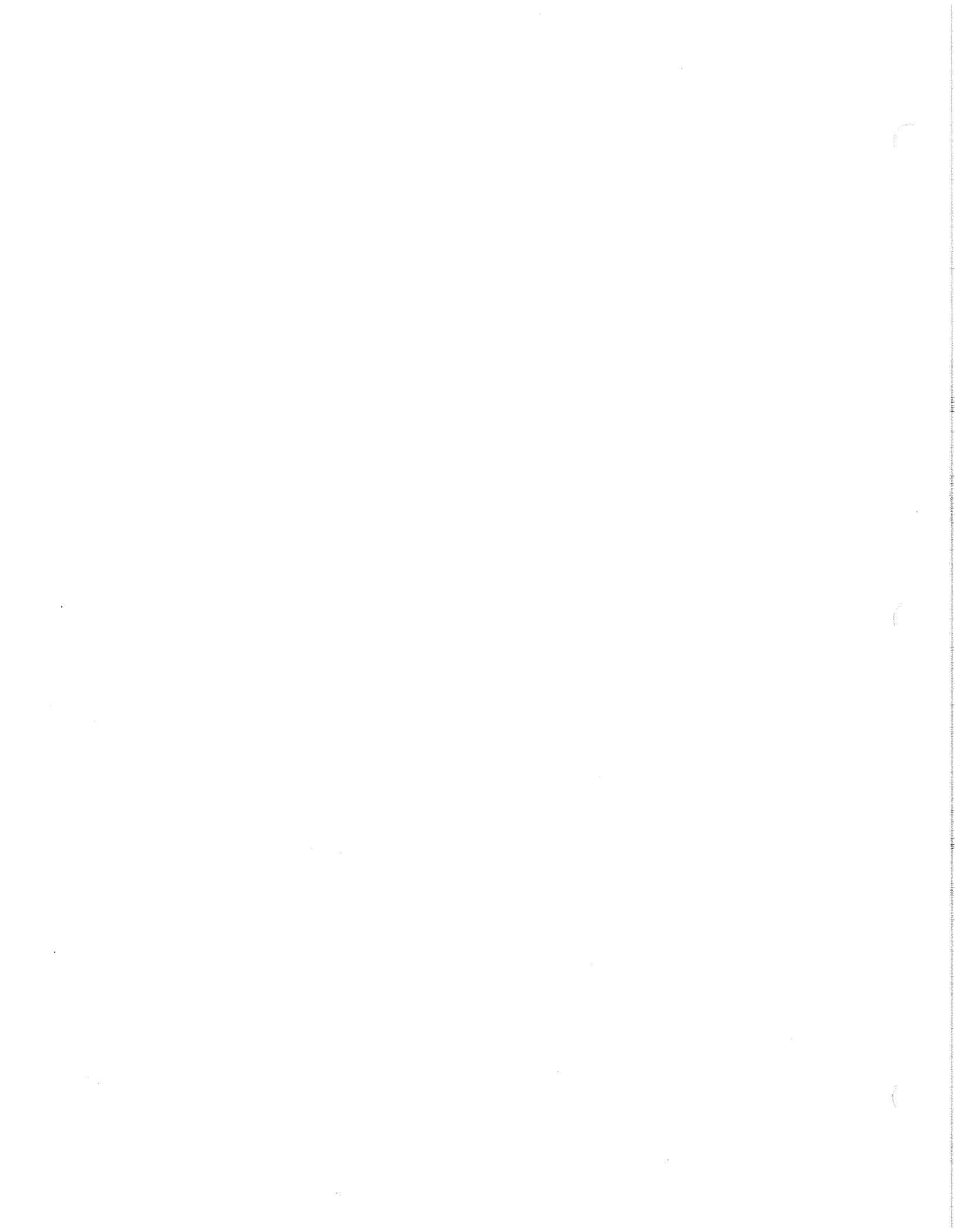
	GENERAL FUND		ADOPT-A-BOOK		TOTAL PURCHASED		DONATED		TOTAL ITEMS	
	Amount	Volumes	Amount	Volumes	Amount	Volumes	Value	Volumes	Amount	Volumes
Adult Fiction	269.59	15	683.05	44	952.64	59	218.85	11	1,171.49	70
Adult Circulating Non-Fiction	858.19	41	3,046.63	158	3,904.82	199	1,211.74	54	5,116.56	253
Adult Reference	280.71	10	0.00	0	280.71	10	0.00	0	280.71	10
Adult Print Continuations	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Adult Electronic Continuations	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Total Adult Non-Fiction	1,138.90	51	3,046.63	158	4,185.53	209	1,211.74	54	5,397.27	263
TOTAL ADULT PRINT MATERIALS	1,408.49	66	1,408.49	202	5,138.17	268	1,430.59	65	6,568.76	333
Adult Audio/Music	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Adult Audio Books	79.88	14	0.00	0	79.88	14	0.00	0	79.88	14
Total Adult Audio	79.88	14	0.00	0	79.88	14	0.00	0	79.88	14
Adult Video Educational	0.00	0	0.00	0	0.00	0	960.00	48	960.00	48
Adult Video Entertainment	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Total Adult Video	0.00	0	0.00	0	0.00	0	960.00	48	960.00	48
Adult Computer Software	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
TOTAL ADULT NON-PRINT MATERIALS	79.88	14	0.00	0	79.88	14	960.00	48	1,039.88	62
TOTAL ADULT MATERIALS	1,488.37	80	1,408.49	202	5,218.05	282	2,390.59	113	7,608.64	395
Juvenile Fiction	0.00	0	237.18	14	237.18	14	22.00	2	259.18	16
Juvenile Circulating Non-Fiction	215.69	9	965.54	62	1,181.23	71	117.90	7	1,299.13	78
Juvenile Reference	283.82	10	0.00	0	283.82	10	0.00	0	283.82	10
Juvenile Print Continuations	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Juvenile Electronic Continuations	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Total Juvenile Non-Fiction	499.51	19	965.54	62	1,465.05	81	117.90	7	1,582.95	88
TOTAL JUVENILE PRINT MATERIALS	499.51	19	1,202.72	76	1,702.23	95	139.90	9	1,842.13	104
Juvenile Audio/Music	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Juvenile Audio Books	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Total Juvenile Audio	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Juvenile Video Educational	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Juvenile Video Entertainment	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Total Juvenile Video	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Juvenile Computer Software	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
TOTAL JUVENILE NON-PRINT MATERIALS	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
TOTAL JUVENILE MATERIALS	499.51	19	1,202.72	76	1,702.23	95	139.90	9	1,842.13	104
Total Fiction	269.59	15	920.23	58	1,189.82	73	240.85	13	1,430.67	86
Total Non-Fiction	1,638.41	70	4,012.17	220	5,650.58	290	1,329.64	61	6,980.22	351
Total Audio	79.88	14	0.00	0	79.88	14	0.00	0	79.88	14
Total Video	0.00	0	0.00	0	0.00	0	960.00	48	960.00	48
Total Computer Software	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
TOTAL MATERIALS	1,987.88	99	4,932.40	278	6,920.28	377	2,530.49	122	9,450.77	499

OUTSTANDING ORDERS AS OF MAY 31, 1998

General Fund Amount	\$963.12	TOTAL Amount	\$2,707.35
Adopt-A-Book Amount	\$1,744.23		

ACQUISITIONS REPORT FOR FISCAL YEAR 1997-1998 THROUGH THE MONTH OF MAY
 Prepared by Julie Shook, Technical Services Librarian

	GENERAL FUND		ADOPT-A-BOOK		TOTAL PURCHASED		DONATED		TOTAL ITEMS	
	Amount	Volumes	Amount	Volumes	Amount	Volumes	Value	Volumes	Amount	Volumes
Adult Fiction	322.60	18	5,454.35	308	5,776.95	326	6,990.51	341	12,767.46	667
Adult Circulating Non-Fiction	1,041.20	50	9,019.92	443	10,061.12	493	17,134.02	940	27,195.14	1,433
Adult Reference	2,420.04	61	0.00	0	2,420.04	61	63.00	3	2,483.04	64
Adult Print Continuations	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Adult Electronic Continuations	1,133.69	1	0.00	0	1,133.69	1	0.00	0	1,133.69	1
Total Adult Non-Fiction	4,594.93	112	9,019.92	443	13,614.85	555	17,197.02	943	30,811.87	1,498
TOTAL ADULT PRINT MATERIALS	4,917.53	130	14,474.27	751	19,391.80	881	24,187.53	1,284	43,579.33	2,165
Adult Audio/Music	0.00	0	0.00	0	0.00	0	2,902.00	190	2,902.00	190
Adult Audio Books	996.38	46	214.45	5	1,210.83	51	446.85	14	1,657.68	65
Total Adult Audio	996.38	46	214.45	5	1,210.83	51	3,348.85	204	4,559.68	255
Adult Video Educational	119.85	3	0.00	0	119.85	3	1,630.00	82	1,749.85	85
Adult Video Entertainment	0.00	0	0.00	0	0.00	0	1,450.00	74	1,450.00	74
Total Adult Video	119.85	3	0.00	0	119.85	3	3,080.00	156	3,199.85	159
Adult Computer Software	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
TOTAL ADULT NON-PRINT MATERIALS	1,116.23	49	214.45	5	1,330.68	54	6,428.85	360	7,759.53	414
TOTAL ADULT MATERIALS	6,033.76	179	14,688.72	756	20,722.48	935	30,616.38	1,644	51,338.86	2,579
Juvenile Fiction	62.30	4	2,251.32	153	2,313.62	157	878.15	104	3,191.77	261
Juvenile Circulating Non-Fiction	423.60	20	4,234.88	222	4,658.48	242	1,080.85	91	5,739.33	333
Juvenile Reference	360.63	13	189.95	5	550.58	18	0.00	9	550.58	27
Juvenile Print Continuations	0.00	0	0.00	35	0.00	35	0.00	0	0.00	35
Juvenile Electronic Continuations	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Total Juvenile Non-Fiction	784.23	33	4,424.83	262	5,209.06	295	1,080.85	100	6,289.91	395
TOTAL JUVENILE PRINT MATERIALS	846.53	37	6,676.15	415	7,522.68	452	1,959.00	204	9,481.68	656
Juvenile Audio/Music	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Juvenile Audio Books	0.00	0	0.00	0	0.00	0	20.00	1	20.00	1
Total Juvenile Audio	0.00	0	0.00	0	0.00	0	20.00	1	20.00	1
Juvenile Video Educational	0.00	0	0.00	0	0.00	0	60.00	3	60.00	3
Juvenile Video Entertainment	0.00	0	0.00	0	0.00	0	135.00	9	135.00	9
Total Juvenile Video	0.00	0	0.00	0	0.00	0	195.00	12	195.00	12
Juvenile Computer Software	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
TOTAL JUVENILE NON-PRINT MATERIALS	0.00	0	0.00	0	0.00	0	215.00	13	215.00	13
TOTAL JUVENILE MATERIALS	846.53	37	6,676.15	415	7,522.68	452	2,174.00	217	9,696.68	669
Total Fiction	384.90	22	7,705.67	461	8,090.57	483	7,868.66	445	15,959.23	928
Total Non-Fiction	5,379.16	145	13,444.75	705	18,823.91	850	18,277.87	1,043	37,101.78	1,893
Total Audio	996.38	46	214.45	5	1,210.83	51	3,368.85	205	4,579.68	256
Total Video	119.85	3	0.00	0	119.85	3	3,275.00	168	3,394.85	171
Total Computer Software	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
TOTAL MATERIALS	6,880.29	216	21,364.87	1,171	28,245.16	1,387	32,790.38	1,861	61,035.54	3,248



PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *EDM*
SUBJECT: **Overdue Collections Report for May 1998**
DATE: June 16, 1998

The Overdue Collections Report for May 1998 will be delayed until the July Board Meeting due to the extended absence of the Circulation Supervisor.



TO: Library Board of Trustees
 FROM: Elizabeth D. Minter, Library Director
 DATE: June 12, 1998
 SUBJECT: DEBIT CARD SYSTEM REIMBURSEMENT MAY, 1998

SUMMARY OF PRINTER/COPIER ACCOUNTS MAY, 1998

Beginning Balance 5/01/98			(\$ 841.86)
	<u>Income</u>	<u>Expend.</u>	
Total Deposits in May	685.80		
Total Materials & Supplies		0.00	
Total Repairs		0.00	
Total Copier Paper Expense		0.00	
Total Copier Lease Payments in May		446.34	
Total Copier Maintenance Payment in May		0.00	
Debit Card System Loan Payback	<u> </u>	<u>0.00</u>	
	685.80	446.34	
Ending Balance 05/31/98			<u>(\$ 602.40)</u>
June payment			\$ 0.00

SUMMARY OF PRINTER/COPIER LOAN ACTIVITY

Loan Amount as of 10/3/96 (Fund 702)	16,559.50
Loan Repayment through 05/31/97	(8,565.48)
Loan Amount as of 07/31/96 (Literacy Fund)	6,200.00
February Purchases (Fund 702)	0.00
February Payment (Fund 702)	0.00
February Payment (Literacy Fund)	0.00
Balance 05/31/98	<u>\$ 14,194.02</u>

Prepared by: Charlene Dumitru

TO: Library Board of Trustees
 FROM: Elizabeth D. Minter, Library Director
 DATE: June 12, 1998
 SUBJECT: GIFT REPORT

The following gifts were received from May 13, 1998 - June 12, 1998

ADOPT-A-BOOK REGULAR DONATIONS

Capital Group Companies
 in honor of 5-year anniversary of
 associate Jean Murphy
 Diane Cunningham
 Kaye Lennon
 Jo Ann Nelson

TOTAL REGULAR DONATIONS 675.00

ADOPT-A-BOOK - DIRECT MAIL CAMPAIGN

Larry Daubert

TOTAL DIRECT MAIL 25.00

TOTAL ADOPT-A-BOOK 700.00

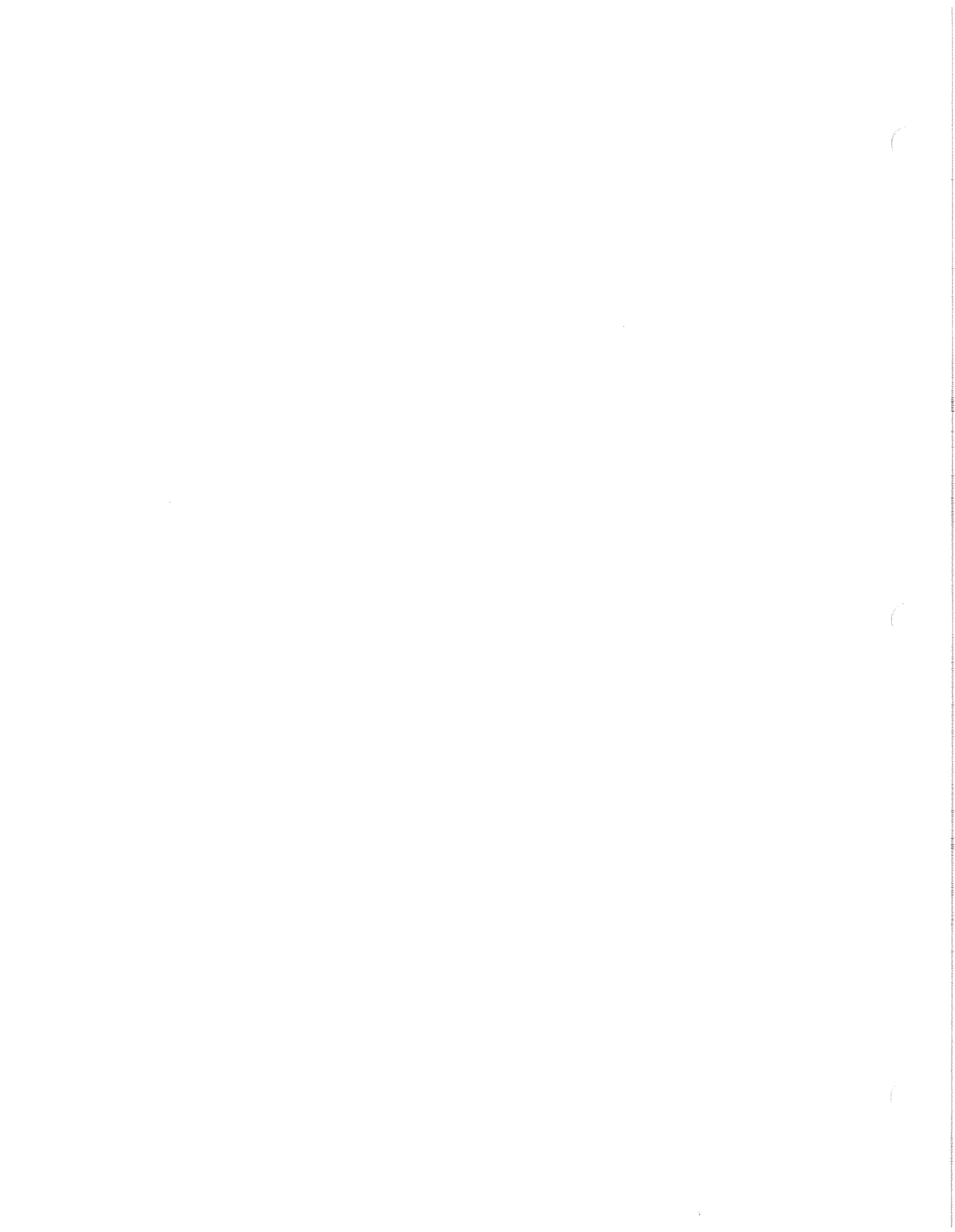
BOOK ENDOWMENT DONATIONS

REGULAR BOOK ENDOWMENT 0.00

OPERATING FUND DONATIONS

TOTAL OPERATING FUND 0.00

TOTAL DONATIONS 700.00



TO: Elizabeth D. Minter, Library Director

FROM: Charlene Dumitru, Administrative Assistant *cd*

DATE: June 16, 1998

SUBJECT: BUILDING MAINTENANCE REPORT FOR MONTH MAY, 1998

1. **Air Conditioning** - Regular inspection of HVAC system, chilled water coils cleaned & repaired
2. **Lighting** - Regular inspection, cleaning and replacement of overhead lighting.
3. **Plumbing** - Public drinking fountain in Reference Department repaired, sink drain unstopped in Staff Lounge, toilet in Staff Women's Restroom repaired.

Pending Items:

1. Replacement of outside light above northwest exit door - requested of City.
2. Repair of broken drain pipe outside board room door - requested of City.

TO: Library Board of Trustees
FROM: Elizabeth Minter, Library Director *EM*
DATE: June 16, 1998
SUBJECT: **PERSONNEL REPORT FOR MAY, 1998**

RESIGNATIONS:

Carlos Alvarado, part-time Student Shelver (Circulation), effective May 26, 1998

TERMINATIONS:

None

APPOINTMENTS:

None

OPEN POSITIONS:

None

Prepared by: Charlene Dumitru

TO: Elizabeth Minter, Library Director
 FROM: Cheryl Willauer, Volunteer Coordinator
 SUBJECT: Volunteer Report for the Month of May 1998

CUMULATIVE RECORD OF VOLUNTEER WORK HOURS

REGULAR	FY97/98 May	FY97/98 YTD	Starting	Cumulative
Andrade, Linda	7.00	102.00	9/95	255.75
Boelman, Marge	0.00	11.25	1/98	11.25
Boul, Stan	0.00	4.00	1/98	4.00
Cicero, Linda Ann Lo	16.25	39.75	3/98	39.75
Covington, Darlene	0.00	34.00	3/95	345.00
Cummings, Dottie	0.00	11.50	1/97	56.00
Deputy, Paul	23.50	233.00	7/82	6,436.50
Ellison, Beth	0.00	6.00	4/98	6.00
Fioroni, Pete	7.50	62.00	3/97	77.75
Fioroni, Ruth	7.50	62.00	3/97	77.75
Fitzgerald, Joan	20.75	194.50	10/93	1,216.50
Godwin, Nita	4.00	36.50	2/96	132.25
Grismer, Luci	0.00	31.00	12/93	137.25
Hemmerling, Barbara	15.00	70.75	10/95	243.25
Hochman, Sue	8.50	35.75	1/98	35.75
Horrocks, Marjorie	2.00	39.00	10/95	153.00
Irot, Pat	29.00	203.50	2/96	742.50
Jertberg, Pat	0.00	2.50	4/98	2.50
Livesey, Jane	10.00	83.25	4/96	196.00
Lord, Audrey	26.50	137.50	10/97	137.50
Malik, Shamim	16.00	323.75	5/97	403.75
Mar, Dee	0.00	7.50	3/97	7.50
Mar, Elaine	0.00	1.00	3/98	1.00
Mignot, Shirley	4.00	71.75	9/95	235.75
Mockler, Amanda	0.00	4.00	7/96	110.50
Myers, Claire	26.50	177.50	10/95	470.00
Olson, Bob	4.25	42.50	9/95	142.75
Olson, Jeanne	2.00	32.00	9/95	116.25
O'Neil-Zorn, Edie	0.00	3.75	1/97	23.50
Schlichter, Allan	8.00	86.50	10/93	460.50
Schmidt, Marie	0.00	4.00	4/98	4.00
Shaw, Dixie	2.50	21.50	5/94	121.75
Stark, Allan	4.00	14.00	4/97	19.50
Stark, Sandra	4.00	21.00		86.00
Stoller, Frances	0.00	2.00		96.00
Walker, Virginia	3.50	3.50	2/96	67.25
Wymer, Betty	10.25	127.25	1/96	315.00
J.T.P.A. / Job Training Partnership Act	56.00	693.50		874.50
S.T.E.P. / Senior Training & Employment Program	75.00	2,073.50		4,043.75
TOTAL	393.50	5,104.00		17,836.50

TEMPORARAY VOLUNTEERS

	FY97/98			FY97/98	
	May	YTD		May	YTD
Alonso, Lucia	0.00	20.75	Lopez, Armando	0.00	30.00
Arain, Nazlee	0.00	10.00	Lui, Wen-Tsu	0.00	28.75
Ataris, Andy	2.00	11.75	Margaret, Gale	4.00	4.00
Atwell, David	10.00	22.00	Matta, Manual	0.00	10.00
Bengstem, Bob	0.00	7.25	Minh, David	0.00	15.00
Bickford, Lance	0.00	2.50	Mirza, Rabia	0.00	3.25
Bone, Shawnda	0.00	6.50	Mohan, Kavita	0.00	25.25
Blonston, Scott	0.00	5.00	Molina, Enio	0.00	6.00
Burke, Marsha	0.00	9.75	Mordovskoi, Andy	0.00	60.00
Burns, John	2.00	7.00	Nguyen, Hien	0.00	10.00
Campos, Wendy	0.00	5.00	Oakins, Cindy	0.00	16.75
Chang, Albert	0.00	24.00	O'Brien, Cathy	0.00	2.50
Chib, Sheetal	0.00	28.00	Patel, Ashish	0.00	77.50
Chou, Katherine	0.00	49.75	Patel, Mayur	0.00	21.00
Cipres, Marcella	0.00	12.00	Peck, Sean	6.00	14.75
Curtis, Mike	0.00	5.00	Perez, Lizette	0.00	8.00
Dadhaniya, Ammie	0.00	3.00	Perez, Manual	0.00	7.50
Emad, Patrick	15.00	30.00	Pham, Nan	0.00	3.25
El Mohawar, Samah	0.00	12.00	Pham, Tu	0.00	3.25
Fahim, Fady	0.00	66.50	Pi, Irene	0.00	3.25
Fahim, Runia	0.00	80.50	Pinkevich, Alex	0.00	11.00
Giorgi, Charlie	0.00	12.00	Quito, Jeff	0.00	9.00
Govea, Melissa	0.00	13.00	Reed, Robert	0.00	13.75
Gunda, Divya	0.00	17.00	Rorex, Jamie	6.00	16.25
Guzman, Jessica	0.00	10.50	Shah, Niketa	0.00	2.00
Hamett, Tom	8.00	37.50	Silva, Pamela	0.00	16.25
Hayashi, Colleen	0.00	2.50	Soo, Mary	0.00	45.00
Hayashi, Kristen	0.00	2.50	Sor, Luch	0.00	30.00
Hernandez, Ricardo	0.00	2.25	Stewart, Morgan	0.00	30.00
Issacs, Ryan	0.00	10.00	Tolu, Sonuyi	0.00	35.25
Jaques, Lura	0.00	11.00	Um, Tricia	0.00	28.00
Kai, Jarhou	0.00	62.50	Vasquez, Joel	2.25	6.75
Kim, Brian	0.00	2.50	Villa, Eric	0.00	6.00
Konz, Tom	3.00	3.00	Vo, Anh-Thu	0.00	3.25
Kumar, Puesh	0.00	28.00	Wang, Grace	4.50	14.00
LaBonte, Ryan	0.00	10.25	Yada, Julie	2.00	27.50
Le, Stephanie	0.00	10.50	Yorga, Greg	0.00	36.50
Lichtenstein, George	0.00	1.00	Yu, Liang	2.00	45.75
Lim, Michael	0.00	7.00	Yu, Stacy	0.00	13.00
Lin, Jeff	0.00	27.00			
Lin, Sherry	0.00	14.00			
Lin, Steven	0.00	35.00			
TOTAL	40.00	671.25	TOTAL	20.00	817.75

LVA VOLUNTEERS

Literacy Volunteer Hours 480.00

TOTAL VOLUNTEER HOURS 933.5

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

	Regular/Temp.Volunteers			Literacy Volunteers		
	FY95/96	FY96/97	FY97/98	FY95/96	FY96/97	FY97/98
July	433.00	808.25	898.50	423.00	457.00	818.00
August	573.00	776.75	864.25	333.50	209.00	405.00
September	354.25	773.75	433.00	377.50	279.00	376.00
October	432.25	756.50	486.00	580.00	482.00	435.00
November	418.00	519.75	492.75	449.50	257.00	369.00
December	301.00	370.00	556.00	297.50	142.00	273.00
January	361.25	488.60	558.25	469.00	367.00	301.00
February	339.25	480.00	533.50	601.50	517.00	450.00
March	410.50	675.00	687.00	476.00	493.00	398.00
April	702.25	788.00	594.00	455.00	633.00	383.00
May	473.00	620.50	453.50	445.00	430.00	480.00
June	437.25	740.25		270.00	380.00	

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *EDM*
SUBJECT: **Circulation Report for May 1998**
DATE: June 16, 1998

The Circulation Report for May 1998 will be delayed until the July Board Meeting.

The In-Building Magazine Usage Report is attached.

**Placentia Library District
In-Building Electronic Magazine Usage
May-98**

Usage Summary	FY97-98	
	May-98	YTD
Total Sessions	357	3,716
Total Connect Time (minutes)	5,647	56,324
Average Viewing Time (minutes)	16	15
Total Articles Viewed	2,318	20,329
Total Articles Printed	106	507
Total Magazine Titles Used	446	1,076

Usage by Type of Magazine

Category	Number of Logins	
	Mar-98	YTD*
Business -- Current	39	255
Business -- Backfile	6	36
TOTAL BUSINESS	45	291
General Reference -- Current	322	2,969
General Reference -- Backfile	47	353
TOTAL GENERAL REFERENCE	369	3,322
HEALTH -- Current	36	334

Usage by Type of Magazine

Category	Articles Viewed	
	Mar-98	YTD*
Business -- Current	154	1,127
Business -- Backfile	19	116
TOTAL BUSINESS	173	1,243
General Reference -- Current	1,684	13,422
General Reference -- Backfile	105	930
TOTAL GENERAL REFERENCE	1,789	14,352
HEALTH -- Current	356	1,850

Usage by Type of Magazine

Category	Articles Printed	
	Mar-98	YTD*
Business -- Current	56	76
Business -- Backfile	1	5
TOTAL BUSINESS	57	81
General Reference -- Current	41	334
General Reference -- Backfile	6	34
TOTAL GENERAL REFERENCE	47	368
HEALTH -- Current	2	30

*Data not available for Jul and Aug

CITY OF PLACENTIA INVOICES

PERIOD COVERED FY1995-1996	DATE INVOICE	S. CA EDISON	TURF	GROUNDS	MAINT/ REPAIRS	CIV CTR FIRE INS	CIV CTR BONDS	TOTAL
Jul-95	8/11/95	5,270.46	724.83	835.38	0.00	0.00	0.00	6,830.67
Aug-95	9/11/95	5,423.86	720.61	835.38	107.50	0.00	0.00	7,087.35
Sep-95	10/5/95	5,607.26	523.47	835.38	40.78			7,006.89
Oct-95	11/9/95	4,341.85	712.90	835.38	539.57			6,429.70
Nov-95	12/8/95	3,678.53	718.12	835.38			255.66	5,487.69
Dec-95	1/26/96	3,594.00	852.78	835.38	107.50			5,389.66
Jan-96	2/7/96	3,259.95	753.70	835.38	128.50			4,977.53
Feb-96	3/21/96	3,739.72	765.96	835.38	289.69			5,630.75
Mar-96	5/6/96	3,548.04	751.47	835.38	107.50			5,242.39
Apr-96	6/11/96	3,839.44	759.92	835.38	107.50		1,660.73	7,202.97
May-96	7/9/96	3,119.00	840.14	835.38	107.50			4,902.02
Jun-96	7/10/96	2,652.71	641.34	835.38	107.50			4,236.93
TOTAL		48,074.82	8,765.24	10,024.56	1,643.54	0.00	1,916.39	70,424.55
AVG		4,006.24	730.44	835.38	136.96			5,868.71

PERIOD COVERED FY1996-1997	DATE INVOICE	S. CA EDISON	TURF	GROUNDS	MAINT/ REPAIRS	CIV CTR FIRE INS	CIV CTR BONDS	TOTAL
Jul-96	9/4/96	4,685.02	831.65	835.38	0.00	0.00	0.00	6,352.05
Aug-96	9/26/97	4,435.31	835.38	763.96	57.32			6,091.97
Sep-96	10/15/96	4,534.17	835.38	761.80	107.50			6,238.85
Oct-96	11/18/96	3,642.18	835.38	763.49	0.00			5,241.05
Nov-96	12/18/96	3,179.64	835.38	755.46	322.50			5,092.98
Dec-96	2/7/97	3,213.07	0.00	921.83	215.00			4,349.90
Jan-97	2/20/97	2,789.27	835.38	671.71	119.64			4,416.00
Feb-97	4/2/97	3,093.58	818.37	684.17	215.00			4,811.12
Mar-97	5/2/97	3,336.96	1,636.74	671.71	0.00			5,645.41
Apr-97	5/29/97	3,262.31	818.37	672.49				4,753.17
May-97	7/8/97	3,723.76	863.00	683.64	2,472.50			7,742.90
Jun-97	8/6/97	4,389.35	818.37	930.68	107.50			6,245.90
TOTAL		44,284.62	9,963.40	9,116.32	3,616.96	0.00	0.00	66,981.30
AVG		3,690.39	830.28	759.69	301.41			5,581.78

PERIOD COVERED FY1997-1998	DATE INVOICE	S. CA EDISON	TURF	GROUNDS	MAINT/ REPAIRS	CIV CTR FIRE INS	CIV CTR BONDS	TOTAL
Jul-97	9/3/97	4,771.45	854.45	640.71				6,266.61
Aug-97	10/9/97	4,546.43	818.47	644.94				6,009.84
Sep-97	10/28/97	4,629.79	818.37	764.59				6,212.75
Oct-97	12/8/97	3,517.79	818.37	753.82	430.00			5,519.98
Nov-97	2/5/98	3,139.17	818.37	763.59	171.26			4,892.39
Dec-97	2/5/98	3,020.48	818.37	756.00	286.25			4,881.10
Jan-98	3/3/98	2,802.37	818.37	796.49	107.50			4,524.73
Feb-98	4/29/98	2,883.17	818.37	792.01	195.64			4,689.19
Mar-98	5/4/98	2,860.41	818.37	677.41	342.54			4,698.73
Apr-98	6/10/98	3,179.79	818.37	774.94	283.78			5,056.88
May-98								0.00
Jun-98								0.00
TOTAL		35,350.85	8,219.88	7,364.50	1,816.97	0.00	0.00	52,752.20
AVG		3,535.09	821.99	736.45	181.70			5,275.22

TOTAL DOLLARS SPENT

FY1995-1996	LABOR	EQUIPMENT	MATERIAL	TOTAL	50% LIBRARY
Jul 1995	1,213.32	204.00	32.34	1,449.66	724.83
Aug 1995	1,213.32	204.00	23.89	1,441.21	720.61
Sep 1995	853.52	174.00	19.41	1,046.93	523.47
Oct 1995	1,212.82	204.00	8.97	1,425.79	712.90
Nov 1995	1,212.82	204.00	19.41	1,436.23	718.12
Dec 1995	1,308.10	333.00	64.45	1,705.55	852.78
Jan 1996	1,283.50	204.00	19.90	1,507.40	753.70
Feb 1996	1,283.50	204.00	44.41	1,531.91	765.96
Mar 1996	1,283.50	204.00	15.43	1,502.93	751.47
Apr 1996	1,283.50	204.00	32.34	1,519.84	759.92
May 1996	1,348.84	279.00	52.44	1,680.28	840.14
Jun 1996	1,089.28	174.00	19.41	1,282.69	641.35
TOTAL	14,586.02	2,592.00	352.40	17,530.42	8,765.21
AVG	1,215.50	216.00	29.37	1,460.87	730.43

TOTAL DOLLARS SPENT

FY1996-1997	LABOR	EQUIPMENT	MATERIAL	TOTAL	50% LIBRARY
Jul 1996	1,348.84	279.00	35.46	1,663.30	831.65
Aug 1996	1,229.50	279.00	19.41	1,527.91	763.96
Sep 1996	1,229.50	279.00	15.10	1,523.60	761.80
Oct 1996	1,229.50	264.00	33.47	1,526.97	763.49
Nov 1996	1,229.50	264.00	17.41	1,510.91	755.46
Dec 1996	1,400.20	408.00	35.46	1,843.66	921.83
Jan 1997	1,090.00	234.00	19.41	1,343.41	671.71
Feb 1997	1,090.00	236.40	41.93	1,368.33	684.17
Mar 1997	1,090.00	234.00	19.41	1,343.41	671.71
Apr 1997	1,090.00	234.00	20.97	1,344.97	672.49
May 1997	1,090.00	234.00	43.27	1,367.27	683.64
Jun 1997	1,463.92	324.00	73.44	1,861.36	930.68
TOTAL	14,580.96	3,269.40	374.74	18,225.10	9,112.55
AVG	1,215.08	272.45	31.23	1,518.76	759.38

TOTAL DOLLARS SPENT

FY1997-1998	LABOR	EQUIPMENT	MATERIAL	TOTAL	50% LIBRARY
Jul-97	1,090.00	174.00	17.41	1,281.41	640.71
Aug-97	1,090.00	174.00	25.87	1,289.87	644.94
Sep-97	1,284.22	204.00	40.96	1,529.18	764.59
Oct-97	1,284.22	204.00	19.51	1,507.73	753.87
Nov-97	1,284.22	204.00	38.96	1,527.18	763.59
Dec-97	1,284.22	204.00	23.88	1,512.10	756.05
Jan-98	1,315.54	264.00	13.44	1,592.98	796.49
Feb-98	1,315.54	264.00	4.48	1,584.02	792.01
Mar-98	1,171.84	174.00	8.97	1,354.81	677.41
Apr-98	1,315.54	204.00	30.34	1,549.88	774.94
May-98				0.00	0.00
Jun-98				0.00	0.00
TOTAL	12,435.34	2,070.00	223.82	14,729.16	7,364.58
AVG	1,243.53	207.00	22.38	1,472.92	736.46

DOLLARS BY TYPE OF WORKER

FY1995-1996	SUPERVISOR	CREWLEAD	SWEEPER	TRIMMER	MAINT WORK	TOTAL
Jul 1995	248.88	255.60	48.24	0.00	660.60	1,213.32
Aug 1995	248.88	255.60	48.24	0.00	660.60	1,213.32
Sep 1995	248.88	204.08	48.24	0.00	352.32	853.52
Oct 1995	248.88	255.10	48.24	0.00	660.60	1,212.82
Nov 1995	248.88	255.10	48.24	0.00	660.60	1,212.82
Dec 1995	248.88	255.10	48.24	95.28	660.60	1,308.10
Jan 1996	261.36	270.00	51.04	0.00	701.10	1,283.50
Feb 1996	261.36	270.00	51.04	0.00	701.10	1,283.50
Mar 1996	261.36	270.00	51.04	0.00	701.10	1,283.50
Apr 1996	261.36	270.00	51.04	0.00	701.10	1,283.50
May 1996	326.70	270.00	51.04	0.00	701.10	1,348.84
Jun 1996	261.36	216.00	51.04		560.88	1,089.28
TOTAL	3,126.78	3,046.58	595.68	95.28	7,721.70	14,586.02
AVG	260.57	253.88	49.64	7.94	643.48	1,215.50

DOLLARS BY TYPE OF WORKER

FY1996-1997	SUPERVISOR	CREWLEAD	SWEEPER	TRIMMER	MAINT WORK	TOTAL
Jul 1996	326.70	270.00	51.04	0.00	701.10	1,348.84
Aug 1996	261.36	216.00	51.04	0.00	701.10	1,229.50
Sep 1996	261.36	216.00	51.04	0.00	701.10	1,229.50
Oct 1996	261.36	216.00	51.04	0.00	701.10	1,229.50
Nov 1996	261.36	216.00	51.04	0.00	701.10	1,229.50
Dec 1996	327.60	270.00	51.04	50.46	701.10	1,400.20
Jan 1997	262.08	216.00	51.04	0.00	560.88	1,090.00
Feb 1997	262.08	216.00	51.04	0.00	560.88	1,090.00
Mar 1997	262.08	216.00	51.04	0.00	560.88	1,090.00
Apr 1997	262.08	216.00	51.04	0.00	560.88	1,090.00
May 1997	262.08	216.00	51.04	0.00	560.88	1,090.00
Jun 1997	262.08	216.00	51.04	0.00	934.80	1,463.92
TOTAL	3,272.22	2,700.00	612.48	50.46	7,945.80	14,580.96
AVG	272.69	225.00	51.04	4.21	662.15	1,215.08

DOLLARS BY TYPE OF WORKER

FY1997-1998	SUPERVISOR	CREWLEAD	SWEEPER	TRIMMER	MAINT WORK	TOTAL
Jul-97	262.08	216.00	51.04	0.00	560.88	1,090.00
Aug-97	262.08	216.00	51.04	0.00	560.88	1,090.00
Sep-97	262.08	270.00	51.04	0.00	701.10	1,284.22
Oct-97	262.08	270.00	51.04	0.00	701.10	1,284.22
Nov-97	262.08	270.00	51.04	0.00	701.10	1,284.22
Dec-97	262.08	270.00	51.04	0.00	701.10	1,284.22
Jan-98	267.92	276.80	52.32	0.00	718.50	1,315.54
Feb-98	267.92	276.80	52.32	0.00	718.50	1,315.54
Mar-98	267.92	276.80	52.32	0.00	574.80	1,171.84
Apr-98	267.92	276.80	52.32	0.00	718.50	1,315.54
May-98						0.00
Jun-98						0.00
TOTAL	2,644.16	2,619.20	515.52	0.00	6,656.46	12,435.34
AVG	264.42	261.92	51.55	0.00	665.65	1,243.53

TIME BY TYPE OF WORKER

FY1995-1996	SUPERVISOR	CREWLEAD	SWEEPER	BLDG MAINT		MAINT WORK	TOTAL
				TRIMMER			
Jul 1995	8.00	10.00	2.00	0.00		30.00	50.00
Aug 1995	8.00	10.00	2.00	0.00		30.00	50.00
Sep 1995	8.00	8.00	2.00	0.00		16.00	34.00
Oct 1995	8.00	10.00	2.00	0.00		30.00	50.00
Nov 1995	8.00	10.00	2.00	0.00		30.00	50.00
Dec 1995	8.00	10.00	2.00	4.00		30.00	54.00
Jan 1996	8.00	10.00	2.00			30.00	50.00
Feb 1996	8.00	10.00	2.00			30.00	50.00
Mar 1996	8.00	10.00	2.00			30.00	50.00
Apr 1996	8.00	10.00	2.00			30.00	50.00
May 1996	10.00	10.00	2.00			30.00	52.00
Jun 1996	8.00	8.00	2.00			24.00	42.00
TOTAL	98.00	116.00	24.00	4.00		340.00	582.00
AVG	8.17	9.67	2.00	0.33		28.33	48.50

TIME BY TYPE OF WORKER

FY1996-1997	SUPERVISOR	CREWLEAD	SWEEPER	BLDG MAINT		MAINT WORK	TOTAL
				TRIMMER			
Jul 1996	10.00	10.00	2.00	0.00		30.00	52.00
Aug 1996	8.00	8.00	2.00	0.00		30.00	48.00
Sep 1996	8.00	8.00	2.00	0.00		30.00	48.00
Oct 1996	8.00	8.00	2.00	0.00		30.00	48.00
Nov 1996	8.00	8.00	2.00	0.00		30.00	48.00
Dec 1996	10.00	10.00	2.00	4.00		30.00	56.00
Jan 1997	8.00	8.00	2.00	0.00		24.00	42.00
Feb 1997	8.00	8.00	2.00	0.00		24.00	42.00
Mar 1997	8.00	8.00	2.00	0.00		24.00	42.00
Apr 1997	8.00	8.00	2.00	0.00		24.00	42.00
May 1997	8.00	8.00	2.00	0.00		24.00	42.00
Jun 1997	8.00	8.00	2.00	0.00		40.00	58.00
TOTAL	100.00	100.00	24.00	4.00		340.00	568.00
AVG	8.33	8.33	2.00	0.33		28.33	47.33

TIME BY TYPE OF WORKER

FY1997-1998	SUPERVISOR	CREWLEAD	SWEEPER	BLDG MAINT		MAINT WORK	TOTAL
				TRIMMER			
Jul-97	8.00	8.00	2.00	0.00		24.00	42.00
Aug-97	8.00	8.00	2.00	0.00		24.00	42.00
Sep-97	8.00	10.00	2.00	0.00		30.00	50.00
Oct-97	8.00	10.00	2.00	0.00		30.00	50.00
Nov-97	8.00	10.00	2.00	0.00		30.00	50.00
Dec-97	8.00	10.00	2.00	0.00		30.00	50.00
Jan-98	8.00	10.00	2.00	0.00		30.00	50.00
Feb-98	8.00	10.00	2.00	0.00		30.00	50.00
Mar-98	8.00	10.00	2.00	0.00		24.00	44.00
Apr-98	8.00	10.00	2.00	0.00		30.00	50.00
May-98							0.00
Jun-98							0.00
TOTAL	80.00	96.00	20.00	0.00		282.00	478.00
AVG	8.00	9.60	2.00	0.00		28.20	47.80

CALIFORNIA ADVOCATES, INC.

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Bill Folder: placentia

AB 1793 : Runner : ASM TELEVISIONING THE ASSEMBLY AND INFORMATION TECHNOLOGY
([Status/ History /Latest Version: 03/25/98](#))

Topic: Libraries: Internet policy.

Last Action: From committee: Do pass, and re-refer to Com. on TV.A. & I.T. with recommendation: To Consent Calendar. Re-referred. (Ayes 17. Noes 0.) (April 1). (04/21/1998)

Lobbyist: MDB

Digest Summary: Under existing law, the State Librarian administers the foundation program, whereby state funds are made available to public libraries for the purpose of providing services to the public.

This bill would require every public library that receives state funds pursuant to the foundation program and that provides public access to the Internet to adopt a policy by January 1, 2000, regarding access to the Internet by minors and to make the policy available to members of the public .

AB 1839 : Thompson : ASM LOCAL GOVERNMENT ([Status/ History /Latest Version: 03/24/98](#))

Topic: Public libraries: Board of Trustees.

Last Action: In committee: Set, second hearing. Hearing canceled at therequest of author. (05/06/1998)

Lobbyist: MDB

Digest Summary: Under existing law, the common council, board of trustees, or other legislative body of any city in the state is authorized, and upon being requested to do so by 1/4 of the electors of the municipal corporation in the manner provided by law, is required, by ordinance, as specified, to establish in and for the municipality, a public library if there is none already established.

This bill would also authorize, as an alternative to appointing 5 members of the board of library trustees, the legislative body of the municipality, by resolution, when adopting the ordinance establishing the public library or at any time thereafter , to declare itself as the board of library trustees, with the same rights, powers, duties, privileges, and immunities that would otherwise be vested in the board of library trustees, except as provided by law.

AB 1886 : Thompson : SEN EDUCATION ([Status/ History /Latest Version: 04/23/98](#))

Topic: Public libraries: videos.

Last Action: Referred to Com. on ED. (05/27/1998)

Hearing Date: 06/17/1998 (SEN EDUCATION)

Lobbyist: MDB

Digest Summary:(1) Existing law declares that it is in the interest of the people of the State of California that there should be a general diffusion of information and knowledge through the combined operation of the public libraries.

This bill would require any public library that provides public access to motion picture videotapes to adopt a policy regarding access by minors to motion picture videotapes, by January 1, 2000, and to make that policy available to members of the public at every library branch.

AB 1920 : Wildman : SEN EDUCATION ([Status/ History /Latest Version: 06/08/98](#))

Topic: Libraries: joint use.

Last Action: From committee chair, with author's amendments: Amend, andre-refer to committee. Read second time, amended, and re-referred to Com. on ED. (06/08/1998)

Hearing Date: 07/01/1998 (SEN EDUCATION)

Lobbyist: MDB

Digest Summary: Existing law authorizes the governing board of a school district to provide school library services for the pupils and teachers of the district by establishing and maintaining school libraries or by contractual arrangements with another public agency.

This bill would enact the School and Library Partnership Act of 1998, under which the State Department of Education in conjunction with the State Library and subject to an appropriation therefor, would award grants to school districts and local government entities for the planning and operation of joint-use libraries.

AB 2007 : Torlakson : ASM APPROPRIATIONS ([Status/ History /Latest Version: 04/29/98](#))

Topic: Local government.

Last Action: In committee: Set, second hearing. Held under submission. (05/21/1998)

Lobbyist: MDB

Digest Summary: Under existing law, a number of means exist to promote and facilitate collaboration and joint or cooperative action between local governmental entities.

This bill would create the Local Government Streamlining, Efficiency, and Mandate Relief Account within the General Fund, to be administered by the Governor's Office of Planning and Research, which would provide moneys to local agencies for specified streamlining and efficiency studies.

AB 2337 : Vincent : ASM LOCAL GOVERNMENT ([Status/ History /Latest Version: 02/20/98](#))

Topic: Public Library Fund.

Last Action: In committee: Set, first hearing. Hearing canceled at the request of author. (04/22/1998)

Lobbyist: MDB

Digest Summary: Under existing law, there is established in the State Treasury, the Public Library Fund, into which the Controller transfers annually an amount from the General Fund to meet the state's obligation for public libraries.

This bill would additionally authorize any city, county, district, or city and county to request a waiver of this requirement by demonstrating that the percentage of the reduction in local revenues appropriated for the public library is no greater than the percentage of the reduction of local revenues received by the city, county, district, or city and county operating the public library as a result of the withdrawal of that entity from the county free library system.

AB 2350 : Frusetta : ASM ([Status/ History /Latest Version: 04/27/98](#))

Topic: Libraries: Internet: pornography.

Last Action: Re-referred to Com. on TV.A. & I.T. (04/28/1998)

Lobbyist: MDB

Digest Summary: (1) Existing law defines "public library" as a library, or 2 or more libraries, operated as a single entity by one or more public jurisdictions and which serve the public without distinction.

This bill would require a public library that provides public access to the Internet to purchase, install, and maintain computer software for use on at least half of the computers available for public use, or in the case of a library that has only one computer, for use on that computer that prohibits access to obscene matter, as defined, on the Internet.

AB 2471 : Brewer : ASM APPROPRIATIONS ([Status/ History /Latest Version: 04/20/98](#))

Topic: Property tax revenue shifts: local fiscal relief.

Last Action: In committee: Set, first hearing. Hearing canceled at the request of author. (05/06/1998)

Lobbyist: MDB

Digest Summary: Existing property law generally requires the county auditor, in each fiscal year, to allocate property tax revenues to local jurisdictions in accordance with specified formulas and procedures, and generally requires that each jurisdiction, including school entities, be allocated an amount equal to the total of the amount of revenue allocated to that jurisdiction in the prior fiscal year, subject to certain modifications, and that jurisdiction's portion of the annual tax increment, as defined.

This bill would, for the 1998-99 fiscal year and each fiscal year thereafter, require a county auditor, in accordance with specified formulas, to reduce allocations of ad valorem property tax revenue to overequity jurisdictions within the county and to increase allocations of those revenues to underequity jurisdictions.

ACA 4 : Aguiar : SEN LOCAL GOVERNMENT ([Status](#)/ [History](#) /[Latest Version: 03/03/98](#))

Topic: Local government finance: property tax revenue allocation:local agency relief.

Last Action: Author's amendments. (06/12/1998)

Hearing Date: 06/17/1998 (SEN LOCAL GOVERNMENT)

Lobbyist: MDB

Digest Summary: Existing provisions of the California Constitution require that the revenues derived from the general ad valorem property tax be allocated to the jurisdictions in each county in accordance with law. This measure would modify these reduction and transfer requirements, for the 1999-2000 fiscal year and each fiscal year thereafter, by prohibiting the total amount allocated to a county's Educational Revenue Augmentation Fund pursuant to those requirements from exceeding the total amount allocated to that fund for the 1998-99 fiscal year.

SB 139 : Kopp : ASM LOCAL GOVERNMENT ([Status](#)/ [History](#) /[Latest Version: 06/09/98](#))

Topic: Open meetings: local agencies.

Last Action: From committee with author's amendments. Read second time. Amended. Re-referred to committee. (06/09/1998)

Hearing Date: 06/24/1998 (ASM LOCAL GOVERNMENT)

Lobbyist: MDB

Note: Important

Digest Summary:(1) The Ralph M. Brown Act authorizes a local agency to use teleconferencing in connection with a public meeting under specified conditions.

This bill would require, as an additional condition under which teleconferencing may be used, that at least a quorum of the members of the legislative body participate in the teleconference.

SB 147 : Kopp : ([Status](#)/ [History](#) /[Latest Version: 05/13/98](#))

Topic: Local agency borrowing.

Last Action: Chaptered by Secretary of State. Chapter 35, Statutes of 1998. (05/13/1998)

Lobbyist: MDB

Digest Summary: Under the Marks-Roos Local Bond Pooling Act of 1985, a joint exercise of powers authority may issue bonds to assist local agencies in financing public capital improvements, working capital, liability or other insurance needs, or projects whenever there are significant public benefits for taking that action.

This bill would provide that an authority, with certain exceptions, may not issue bonds to construct, acquire, or finance a public capital improvement unless (a) the authority reasonably expects on the date of issuance of the bonds that the public capital improvement is to be located within the geographic boundaries of one or more members of the authority that is not itself an authority; and (b) a member of the authority within whose boundaries the public capital improvement is to be located has approved the public capital improvement and has made a finding of significant public benefit after a public hearing.

SB 409 : Alpert : ASM APPROPRIATIONS ([Status/ History /Latest Version: 06/11/98](#))**Topic:** Libraries.**Last Action:** From committee with author's amendments. Read second time.Amended. Re-referred to committee. (06/11/1998)**Lobbyist:** MDB**Digest Summary:**Existing law, the California Library Services Act (act), establishes the California Library Services Board and provides that its duties include, among other things, adopting rules, regulations, and general policies relating to the implementation of the act.

This bill would revise and recast the act by enacting the Library of California Act under which services would be augmented and regional networks established.

SB 880 : Craven : ASM ([Status/ History /Latest Version: 06/03/97](#))**Topic:** Local government finance: property tax revenue allocation:local agency relief.**Last Action:** Placed on inactive file pursuant to Assembly Rule 78. (09/09/1997)**File:** ASM INACTIVE FILE (Item # A- 28) (06/15/1998)**Lobbyist:** MDB**Digest Summary:**Existing property tax law requires the county auditor, in each fiscal year, to allocate property tax revenues to local jurisdictions in accordance with specified formulas and procedures, and generally provides that each jurisdiction shall be allocated an amount equal to the total of the amount of revenue allocated to that jurisdiction in the prior fiscal year, subject to certain modifications, and that jurisdiction's portion of the annual tax increment, as defined.

This bill would declare the intent of the Legislature to limit and eventually eliminate these reductions and transfers of revenues from local agencies.

SB 1032 : Polanco : ASM LOCAL GOVERNMENT ([Status/ History /Latest Version: 06/08/98](#))**Topic:** Local fiscal relief: property tax revenue allocation.**Last Action:** From committee with author's amendments. Read second time.Amended. Re-referred to committee. (06/08/1998)**Hearing Date:** 06/17/1998 (ASM LOCAL GOVERNMENT)**Lobbyist:** MDB**Digest Summary:**Existing property tax law requires the county auditor, in each fiscal year, to allocate property tax revenues to local jurisdictions in accordance with specified formulas and procedures, and generally requires that each jurisdiction be allocated an amount equal to the total of the amount of revenue allocated to that jurisdiction in the prior fiscal year, subject to certain modifications, and that jurisdiction's portion of the annual tax increment, as defined.

This bill would, except as otherwise provided with respect to amounts attributable to community colleges, prohibit a county auditor, for the 1998-99 fiscal year and each fiscal year thereafter, from allocating to that county's ERAF a total amount of ad valorem property tax revenue greater than the amount allocated from that fund to school districts and the county office of education for the 1997-98 fiscal year.

SB 1656 : Brulte : ASM ([Status/ History /Latest Version: 05/26/98](#))**Topic:** Property tax revenue shifts: water districts.**Last Action:** In Assembly. Read first time. Held at Desk. (05/28/1998)**Lobbyist:** MDB**Digest Summary:**Existing law requires the county auditor, in each fiscal year, to allocate property tax revenues to local jurisdictions in accordance with specified formulas and procedures, and generally requires that each jurisdiction be allocated an amount equal to the total of the amount of revenue allocated to that jurisdiction in the prior fiscal year, subject to certain modifications, and that jurisdiction's portion of the annual tax increment, as defined.

This bill would modify these reduction and transfer provisions by eliminating, commencing with the 1998-99 fiscal year and continuing until the first fiscal year beginning after a certain event, the reduction and transfer amount that would otherwise be applied to the San Geronio Pass Water Agency.

SB 2026 : Rainey : ASM LOCAL GOVERNMENT ([Status/ History /Latest Version: 05/06/98](#))

Topic: California Library Construction and Renovation Bond Act.

Last Action: Do pass as amended and be re-referred to the Committee on Appropriations. (06/10/1998)

Lobbyist: MDB

Digest Summary: Existing law establishes the California Library Construction and Renovation Bond Act of 1988, which authorized the issuance pursuant to the State General Bond Law of bonds in the amount of \$75,000,000 for the purpose of financing a special library construction and renovation program.

This bill would enact the California Library Construction and Renovation Bond Act of 1998, which would authorize the issuance pursuant to the State General Bond Law of bonds in the amount of \$ ___ for the purpose of financing a library construction and renovation program administered by the State Librarian.

SB 2226 : Schiff : SEN LOCAL GOVERNMENT ([Status/ History /Latest Version: 02/20/98](#))

Topic: Local government finance: property tax revenue allocation: local agency relief.

Last Action: Set, first hearing. Hearing canceled at the request of author. (04/08/1998)

Lobbyist: MDB

Digest Summary: Existing property tax law requires the county auditor, in each fiscal year, to allocate property tax revenues to local jurisdictions in accordance with specified formulas and procedures, and generally requires that each jurisdiction be allocated an amount equal to the total of the amount of revenue allocated to that jurisdiction in the prior fiscal year, subject to certain modifications, and that jurisdiction's portion of the annual tax increment, as defined.

This bill would modify these reduction and transfer requirements, for the 1998-99 fiscal year and each fiscal year thereafter, by prohibiting the total amount allocated to a county's Educational Revenue Augmentation Fund pursuant to those requirements from exceeding the total amount allocated to that fund for the 1997-98 fiscal year.

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E-mail: capweb@quiknet.com

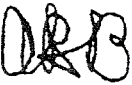
P.01

916 653 8443

JUN-12-1998 09:00

F A X M E M O R A N D U M**Urgent - Please deliver immediately to:**

TO: California Literacy Campaign Coordinator

FROM: Al Bennett 

DATE: June 12, 1998

SUBJECT: *Proposed budget augmentation for 1998/99*

The Budget Conference Committee is now in session and will soon decide on the final budget to be presented at the next level of the budget process. **NOW** is the time to do it should you and several friends of literacy in your library want to let the members know how important augmentation of literacy funding is to your program.

Communications should be addressed to any or all of the following, as "Member of the Budget Conference Committee":

Assembly Member Denise Moreno Ducheny, Co-chair (D, 79, National City)
Tel: 916-445-7556; Fax: 916-322-2271; E-mail: denise.ducheny@asm.ca.gov

Senator Mike Thompson, Co-chair (D, 2, Napa) Tel: 916-445-3375;
Fax: 916-323-6958; E-mail: senator.thompson@sen.ca.gov

Assembly Member Carole Migden (D, 13, San Francisco) Tel: 916-445-8077;
Fax: 916-322-8984; E-mail: carole.migden@assembly.ca.gov

Assembly Member George Runner (R, 36, Lancaster) Tel: 916-445-7498;
Fax: 916-327-1789; E-mail: a36@assembly.ca.gov

Senator Steve Peace (D, 40, La Mesa) Tel: 916-445-6767; Fax: 916-327-3522
E-mail: senator.peace@sen.ca.gov

Senator Cathie Wright (R, 19, Simi Valley) Tel: 916-445-8873; Fax: 916-324-7544
E-mail: senator.wright@sen.ca.gov

Assembly Member Jim Battin (R, 80, Palm Desert) submitted a member request to the Conference Committee to augment the proposed budget by \$900,000 for budget item # 6120-211-0001, program 20. This includes \$600,000 for the California Literacy Campaign and \$300,000 for Families For Literacy. This is what you will want to urge members to support **NOW**.

The best means of communication is fax, email or phone since the committee could take action at any time. However, if letters are sent, they should simply be addressed to the members at The California State Capitol, Sacramento, CA 95814.

If you have any questions call me at 916-653-7743.

##

X-Sender: info.cla-net@mail2.quiknet.com
X-Mailer: Windows Eudora Light Version 1.5.2
To: BALIS/PLS/SBCLS@uunet.uu.net, Inland Library System <ils@inlandlib.org>,
Metropolitan Coop Lib System <mclshq@mclsys.org>,
Mountain Valley Lib System <MVLS@NS.NET>,
North Bay Coop Lib System <annetnbc@sonic.net>,
Serra Coop Lib System <serrahq@electricity.com>,
San Joaquin Valley Lib System <jkallenb@sjvls.lib.ca.us>,
South State Coop Lib System <ssclscond@pacbell.net>
From: California Library Association <info@cla-net.org>
Subject: Legislative Update
Date: Thu, 11 Jun 1998 13:20:18 -0700

June 11, 1998

TO: LIBRARY SYSTEMS & LEGISLATIVE NETWORK CONTACTS

FROM: Mike Dillon, Lobbyist
Christina Dillon, Lobbyist

RE: NEWS FROM THE CAPITOL

I. LIBRARY BOND BILL PASSES ASSEMBLY LOCAL GOVERNMENT

Yesterday the Assembly Local Government Committee passed SB 2026-Rainey/Burton on a bi-partisan vote of support. SB 2026 would create the California Library Construction and Renovation Bond Act of 1998, which authorizes the issuance of \$500 million in General Obligation bonds upon approval of the voters in the November election.

Senator Rainey noted the "tremendous need" for libraries throughout the state, and requested the Committee allow him the opportunity to let the bill go forward so that it might be involved in the discussion on the other bond measures in consideration. Assemblyman Bob Margett told the Senator that while he was worried about the amount of bonds in contention, he felt that the library bond was worthy of moving forward. Similarly, Assemblyman Dick Ackerman said that while he "usually does not support bonds like this, I will support this one. Libraries have fallen by the wayside, and they are a very important part of our life in California." Assemblyman Tom Torlakson, a former library commissioner from Contra Costa County said, the "take-away of the property tax has been devastating. It crippled the ability of libraries to offer services. As the legislature looks at ways to fund schools, just as important are the libraries." Assemblymembers Mike Sweeney (Chair) and Ed Vincent also spoke of the impact of the ERAF shift on libraries, and then requested that they be added as co-authors on the measure. Assemblywoman Helen Thomson told the committee that one of her counties was successful in recently approving, by an overwhelming margin, a 1/8 cent sales tax for libraries. "That indicated strong support to me for the libraries," she added. Lastly, Assemblyman Cardoza, who has been a strong voice for libraries in the Assembly Budget Subcommittee on Education Finance, stated, "Let's note the level of support here for libraries, and we need to pass it on to our Budget Conferees."

Testifying in support of the bill were CLA's lobbyist, CLA President Anne Marie Gold, lobbyists for Ventura and Contra Costa County, CSAC, and the Urban Counties Caucus. The bill will now head to the Assembly Appropriations Committee in the next few weeks. Please take a moment today to write the members of the Assembly Appropriations Committee and urge their strong support of SB 2026-Rainey/Burton.

(more...)

Assembly Appropriations

Post-It® Fax Note		7671	Date	6/12/98	# of pages	3
To	MCLS / SLS / ASSOCIATE	From	MCLS / SLS HQ			
Excerpt	Number Directors	Co.				
Phone #	SUZAN CARTER, CSUN	Phone #	626 / 603-0299			
Fax #		Fax #	626 / 603-8097			

Carole Migden, Chair
 Roy Ashburn, Vice Chair
 Dick Ackerman
 Fred Aguiar
 Joe Baca
 Marilyn Brewer
 Tony Cardenas
 Martha Escutia
 Brett Granlund
 Sheila James Kuehl
 Mike Machado

Diane Martinez
 Keith Olberg
 Louis Papan
 Charles Poochigian
 Kevin Shelley
 Mike Sweeney
 Bruce Thompson
 Helen Thomson
 Antonio Villaraigosa
 Carl Washington

II. BUDGET CONFERENCE COMMITTEE BEGINS

On Monday the Assembly and Senate convened the first meeting of the joint Budget Conference Committee - which is the first step in the negotiations on the Governor's Budget. On Tuesday the committee began the process of reconciling the differences between the Assembly, Senate, and Governor's version of the Budgets. One such item open for discussion is that of the Public Library Foundation (PLF). The Senate Budget contains a \$20 million augmentation for the PLF, while the Assembly Budget contains an appropriation of \$43.8 million to fully fund the PLF. The PLF currently stands at \$18.9 million, and full funding would bring the total to almost \$63 million.

If you have not yet done so, will you please contact the members of the Budget Conference Committee and request that they approve the Assembly Version to fully fund the PLF. (Budget # 6120-211-0001)

Budget Conference Committee

Assemblywoman Denise Moreno Ducheny (Co-chair)	Senator Mike Thompson (Co-chair)
Assemblywoman Carole Migden	Senator Steve Peace
Assemblyman George Runner	Senator Cathie Wright

Sample address

The Honorable Denise Moreno Ducheny
 Co-Chair, Budget Conference Committee
 State Capitol
 Sacramento, CA. 95814

.....
 IMPORTANT DATES TO REMEMBER:
 CLA Annual Conference * November 14-17, 1998 * Oakland

California Library Association
 717 K Street, Suite 300
 Sacramento, CA 95814
 Phone: (916) 447-8541
 FAX: (916) 447-8394
 email: info@cla-net.org
 http://www.cla-net.org

CURRENT BILL STATUS

MEASURE : S.B. No. 409
AUTHOR(S) : Alpert and Assembly Member Sweeney (Coauthor: Senator
McPherson) (Coauthors: Assembly Members Alquist, Bowler,
Cunneen, Davis, Firestone, Honda, Lempert, Mazzoni,
Pacheco, Scott, and Wayne).
TOPIC : Libraries.
HOUSE LOCATION : ASM
+LAST AMENDED DATE : 06/11/98

TYPE OF BILL :
Active
Non-Urgency
Appropriations
2/3 Vote Required
Non-State-Mandated Local Program
Fiscal
Non-Tax Levy

LAST HIST. ACT. DATE: 06/11/98
LAST HIST. ACTION : From committee with author's amendments. Read second
time. Amended. Re-referred to committee.
COMM. LOCATION : ASM APPROPRIATIONS
31 DAYS IN PRINT : 03/21/97

TITLE : An act to add Chapter 4.5 (commencing with Section
18800) to Part 11 of, and to repeal Chapter 4 commencing
with Section 18700) of Part 11 of, the Education Code,
relating to libraries, and making an appropriation
therefor.

*Please take whatever action
you consider appropriate.*

Jackie

Amg

DATE: June 9, 1998
TO: Members, Coalition Council
California Library Networking Task Force
FROM: Anne Marie Gold, 1998 CLA President
SUBJECT: The Library of California (SB 409)

**CALIFORNIA
LIBRARY
ASSOCIATION**

ANNE MARIE GOLD
1998 President

Contra Costa County
Library

1750 Oak Park Blvd.
Pleasant Hill, CA 94523
510-646-6423

FAX 510-646-6461
agold@mail.contra-costa.lib.ca.us

I am delighted to report that SB 409 (The Library of California) passed the Assembly Education Committee unanimously on June 3, 1998 and that, at the close of the vote, half of the committee members present asked to sign on as co-authors. Your letters helped make the difference!

The Assembly Appropriations Committee is the next hurdle, and \$10 million is proposed for the start-up costs (Phase I) of the Library of California. **IT IS ESSENTIAL** that letters of support reach the Assembly Appropriations Committee Chair and Co-Chair (as well as any Committee member from your district) NOW. And they need to reach the Assembly within the next two weeks (i.e. before **MONDAY, JUNE 22**) to be effective. The message is: Approve \$10 million to implement SB 409 (The Library of California).

Letterhead is best -- business, library, organization, association -- if at all possible. Handwritten letters are fine. Brief, one page letters are most effective. And legislators prefer letters to reach them by mail as opposed to fax.

Please take a few minutes now to write a letter to:

1)

The Honorable Carole Migden
Chair, Assembly Appropriations Committee
State Capital #2114
Sacramento, CA 95814
(Dear Assembly Member Migden)

AND

2)

The Honorable Roy Ashburn
Vice Chair, Assembly Appropriations Committee
State Capitol #4102
Sacramento, CA 95814
(Dear Assembly Member Ashburn)

AND

3)

The Honorable _____
(another Committee member, if it's your district representative;
the Assembly Appropriations Committee Roster is attached)
California State Assembly
State Capitol
Sacramento, CA 95814
(Dear Assembly Member _____)

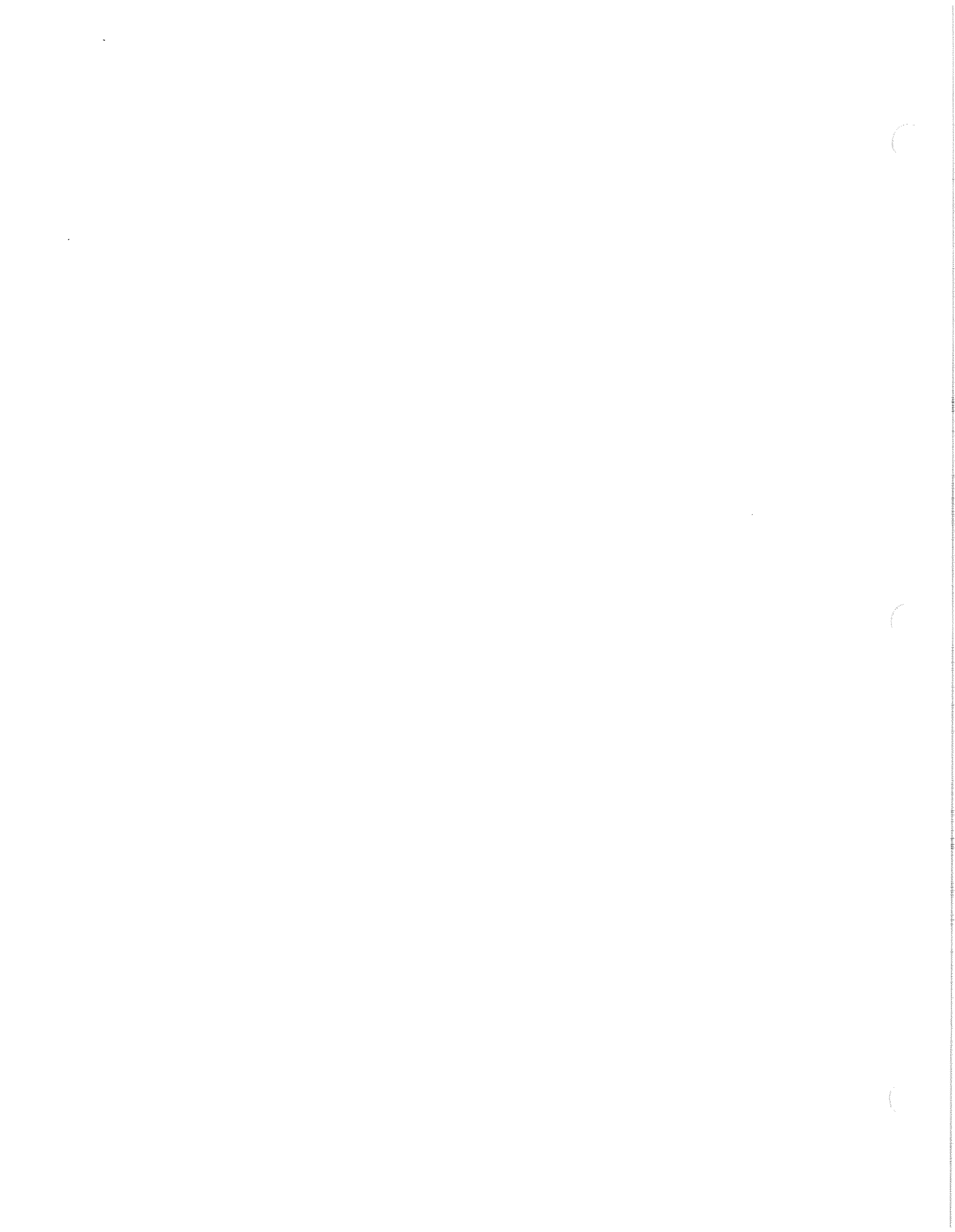
IF EACH COALITION COUNCIL MEMBER sends a letter and persuades someone else to do the same, IT WILL MAKE A DIFFERENCE!

q:\personal\agold\profncl\1998\coalitnclm3.doc

717 K Street, Suite 300
Sacramento, CA 95814-3477
916-447-8541
FAX 916-447-8394

ASSEMBLY APPROPRIATIONS COMMITTEE
ROSTER
JUNE 1998

- **Carole Migden, Chair** (District 13: eastern portion of San Francisco, including Chinatown)
- **Roy Ashburn, Vice Chair** (District 32: much of Tulare, plus Tulare County cities Exeter and Porterville; most of Bakersfield)
- * * * *
- **Dick Ackerman** (District 72: Fullerton, Yorba Linda, and La Habra)
- **Fred Aguilar** (District 61: portion of Pomona in Los Angeles County, Ontario and Chino)
- **Joe Baca** (District 62: San Bernardino, Rialto, Colton, and Fontana)
- **Marilyn Brewer** (District 70: Newport Beach, Laguna Beach, and Irvine)
- **Tony Cardenas** (District 39: eastern San Fernando Valley around Pacoima)
- **Martha Escutia** (District 50: small cities east of downtown Los Angeles, including Huntington Park, South Gate, Maywood, and Bell Gardens)
- **Brett Granlund** (District 65: Redlands, Yucaipa, Big Bear, Twenty-Nine Palms, Moreno, Hemet, and San Jacinto)
- **Sheila James Kuehl** (District 41: Santa Monica mountains, including Woodland Hills, Malibu, Pacific Palisades, and Santa Monica proper)
- **Michael J. Machado** (District 17: center of San Joaquin Valley, including Stockton)
- **Diane Martinez** (District 49: Monterey Park, Alhambra, San Gabriel, Rosemead, and their surrounding areas)
- **Keith Olberg** (District 34: Death Valley and parts of Sequoia National Forest. Tehachapi, Barstow, Victorville, Needles, and Mojave. Bishop and all of Inyo County)
- **Louis Papan** (District 19: San Mateo County south of San Francisco. San Bruno, Millbrae, Burlingame, Hillsborough, San Mateo, and parts of Foster City and Daly City)
- **Charles Poochigian** (District 29: San Joaquin Valley District, including much of Fresno and most of Visalia)
- **Kevin Shelley** (District 12: western portion of San Francisco, and Daly City)
- **Mike Sweeney** (District 18: San Leandro, Hayward, Union City, and part of Pleasanton — all in Alameda County)
- **Bruce Thompson** (District 66: Corona, Lake Elsinore, Temecula, Fallbrook, and Mt. Palomar)
- **Helen Thomson** (District 8: Solano County — exclusive of Vallejo — and most of Yolo County and the delta region of Sacramento County)
- **Antonio Villaraigosa** (District 45: part of East Los Angeles District)



**MINUTES OF THE EXECUTIVE COMMITTEE MEETING
OF THE INDEPENDENT SPECIAL DISTRICTS OF ORANGE COUNTY
(ISDOC)**

**Meeting held at MWDOC
10500 Ellis Ave., Fountain Valley
7:30 a.m. - May 12, 1998**

ISDOC Executive Committee Members Present:

Sterling Fox
President
4622 Plumosa Drive
Yorba Linda, Ca. 92686
TEL: (714) 777-9593
FAX: (714) 777-8304
HOME: (714) 528-6364

Keith Coolidge
1st Vice President
c/o MWDOC
P.O. Box 20895
Fountain Valley, Ca. 92728
TEL: (714) 963-3058
FAX: (714) 964-9389

Mary A. Matheis (absent)
2nd Vice President
73 Nighthawk
Irvine, Ca. 92714-3683
TEL: (714) 476-4488
FAX: (714) 476-2878

Teri Cable (absent)
3rd Vice President
12279 Baja Panorama
Santa Ana, Ca. 92705
TEL: (714) 647-5658
FAX: (714) 647-5622

Ron Kennedy
Secretary
24151 Adonis Street
Mission Viejo, Ca. 92691
TEL: (714) 837-7050
FAX: (714) 837-7092

Joan Finnegan
Treasurer
258 Sherwood Street
Costa Mesa, Ca. 92627
TEL: (714) 548-3690
FAX: (714) 646-1685

Robert Hanson
Past President
23301 Ridge Route Drive, #219
Laguna Hills, Ca. 92653
TEL: (714) 770-0736
FAX: (714) 770-1720

cc: LAFCO Representatives
John B. Withers
Phillip L. Anthony
Bob J. Huntley
Mark Sloat - Tri Cities MWD
Julia Kelly - LBCWD
Dana Smith - LAFCO
Russ Behrens -McCormick, Kidman & Behrens

Arlene Schafer (present)
Ken Petersen
Jim Reed
Edward LaBahn
Joy Neugebauer
Bill Goodwin- LAWD (present)
Trudy Ohlig - (Present)

Call to Order

1. Preliminaries

President Fox called the meeting to order at 7:35 A.M.

2. Review Minutes of April 7, 1998 Executive Committee Meeting.

Committee approved Minutes of April 7, 1998 Executive Committee Meeting.

3. Financial Report

Joan Finnegan reported a cash balance of \$4,209.24. Copy of report is attached. Joan reported that membership dues have been received from all agencies and that revenue from the April luncheon meeting will be slightly higher than the cost.

4. Critique Luncheon Meeting of April 30, 1998

All reports indicated that the meeting was a success. Good reviews on the food service and the program. Obviously, a lot of interest in the election of LAFCO Commissioners.

Sixty-two lunches were served. Joan reported that only 48 RSVP's were received. We all need to do a better job in this respect.

Regarding the July luncheon meeting, it was agreed that Keith would ask Stan Oftelie, Executive Director of the Orange County Business Council to be our guest speaker. Arlene suggested that we keep the deregulation of the electric industry in mind for a future program.

5. LAFCO Matters

The Committee discussed the anticipated process for electing representatives to the LAFCO Advisory Committee for the next term. President Fox will contact Dana Smith for more specifics on how we should proceed.

Bill Goodwin, LAFCO Alternate Commissioner elect, expressed his thanks for the support he received in the election and commented on how he looks forward to serving special districts in this way.

6. CSDA Report -

No Report.

7. **Legislation**

Keith Coolidge responded to a question from President Fox regarding the recent appointment of John Schatz to the Commission on Local Governance for the 21st Century. Keith pointed out that this commission was created as a result of the passage last year of Assembly Bill 1484 and should not be confused with current legislation authored by Hertzberg.

It was suggested that John be invited to speak on commission activities at future luncheon meetings and that he be invited to attend ISDOC's Executive Committee meetings for that purpose.

8. **Other Concerns/Comments**

Bob Hanson mentioned the need for more special district representatives on the COG Board.

9. **Adjourn**

Meeting was adjourned at 8:30 A.M.

Dated May 12, 1998

Respectfully submitted,

By: 

Ronald E. Kennedy
Secretary, Independent Special
Districts of Orange County (ISDOC)

ISDOC

INDEPENDENT SPECIAL DISTRICTS OF ORANGE COUNTY

TREASURER'S REPORT

BALANCE ON HAND AS OF APRIL 6, 1998: \$ 3,415.58

RECEIPTS:

Membership Dues Paid:

Mesa Consolidated Water District	\$50.00
Irvine Ranch Water District	50.00
4/30/98 Luncheon Reservations	<u>380.00</u>

TOTAL RECEIPTS FOR PERIOD 4/6/98 - 4/29/98 480.00

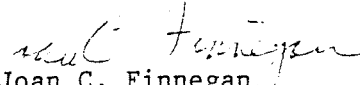
EXPENSES:

None

BALANCE ON HAND AS OF APRIL 29, 1998:

\$ 3,895.58

Respectfully submitted,


Joan C. Finnegan
ISDOC Treasurer

ISDOC
INDEPENDENT SPECIAL DISTRICTS OF ORANGE COUNTY
TREASURER'S REPORT

BALANCE ON HAND AS OF APRIL 29, 1998: \$ 3,895.58

RECEIPTS:

Membership Dues Paid:

Bowie, Arneston, Kadi, Wiles & Giannoe(Associ2/9)	\$50.00
Municipal Water District of Orange County (2/9)	\$50.00
Orange County Water District (2/9)	\$50.00
Placentia Library District	\$50.00
Sunset Beach Sanitary District (2/9)	\$50.00
Tri-Cities Municipal Water District (2/9)	\$50.00
4/30/98 Luncheon Receipts	<u>\$180.00</u>

TOTAL RECEIPTS FOR PERIOD 4/29/98 - 5/11/98 480.00

EXPENSES:

#1173 El Toro Water District - Printing & mailings of
4/7, 4/30, & 5/12/98 meetings \$166.34

TOTAL EXPENSES FOR PERIOD 4/29/98 - 5/11/98 166.34

BALANCE ON HAND AS OF MAY 11, 1998: \$ 4,209.24

Respectfully submitted,

Joan C. Finnegan
ISDOC Treasurer

INDEPENDENT SPECIAL DISTRICTS OF ORANGE COUNTY

PRESIDENT
Sterling Fox
(Yorba Linda Water District)

1st VICE PRESIDENT
Keith Coolidge
(Municipal Water District
of Orange County)

2ND VICE PRESIDENT
Mary A. Matheis
(Irvine Ranch Water District)

3RD VICE PRESIDENT
Teri Cable
(East Orange County Water District)

TREASURER
Joan Finnegan
(Coastal Municipal Water District)

SECRETARY
Ronald E. Kennedy
(El Toro Water District)

PAST PRESIDENT
Robert 'Bob' Hanson
(El Toro Water District)

NOTICE OF ISDOC MEETING

To: All ISDOC Executive Committee Members
From: Sterling Fox, President
Date: May 26, 1998

All ISDOC Executive Committee members are notified that a meeting of the ISDOC Executive Committee shall occur at **7:30 A.M. on Tuesday, June 2, 1998 at the offices of Municipal Water District of Orange County (MWDOC) at 10500 Ellis Avenue, Fountain Valley. (Tel: 714-963-3058).**

If you have any Agenda items, please call Sterling Fox or Ron Kennedy.


AGENDA

**ISDOC
EXECUTIVE COMMITTEE MEETING
June 2, 1998
7:30 AM**

1. Preliminaries - Call to Order.
2. Review Minutes of May 12, 1998 Executive Committee Meeting.
3. Financial Report - Joan Finnegan
4. Set Agenda for July 30th luncheon meeting
5. Report from John Schatz regarding
"Commission on Local Governance for the 21st Century"
6. LAFCO Matters - John Withers
7. CSDA Report - Bob Huntley
8. Legislation - Keith Coolidge
9. Other Concerns/Comments
10. Adjourn

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees

FROM: Elizabeth D. Minter, Library Director 

SUBJECT: California Library Literacy Services 3rd Quarter Report for Fiscal Year 1997-1998, as submitted to the State Library of California

DATE: June 16, 1998

BACKGROUND:

Attached is a copy of the District's 3rd Quarter Report to the State Library of California for the California Literacy Campaign Matching Funds Grant for Fiscal Year 1997-1998.

Filing this report is required in order for the District to remain eligible for future California Literacy Campaign Matching Grants.

RECOMMENDATION:

Receive and File

CALIFORNIA LIBRARY LITERACY SERVICE
Adult Learner Activity Report (Fiscal Year 1997/98)

<u>Placentia Library District</u>	—	1st Quarter July-September	—	2nd Quarter October-December
Name of Library				
	<u>X</u>	3rd Quarter January-March	—	4th Quarter April-June

Instructions:

1. Submit one original plus one copy of this report with other reports required.
2. Send to: Budget Office-Literacy, California State Library, PO Box 942837, Sacramento, CA 94237-0001

QUARTERLY SUMMARY			TOTAL
1. Adult Learners receiving instruction at beginning of quarter (Same as #8 from last quarter's AL report)			1. 54
2. Adult Learners who began during quarter			2. 12
3. Adult Learners who left during quarter			
a. Learners who met goal	3a.	0	
b. Learners who became physically inaccessible this quarter	3b.	0	
c. Learners who left program for other reasons	3c.	6	
d. Learners who left program WITHOUT notification *	3d.	0	
e. TOTAL (Sum of items #3a thru #3d)	3e.	6	
4. Adult Learners who received instruction during the quarter (#1 plus #2 minus #3d)			4. 66
5. Adult Learners referred to other programs (never instructed) this quarter			5. 2

CUMULATIVE SUMMARY		TOTAL
6. Cumulative total adult learners who received instruction this fiscal year-to-date (1st quarter = #4 above) (2nd, 3rd, & 4th quarters = #2 above plus #6 from previous quarter)		6. 118
7. Cumulative total adult learners referred to other programs this fiscal year-to-date (1st quarter = #5 above) (2nd, 3rd, & 4th quarters = #5 above plus #7 from previous quarter)		7. 9

END OF QUARTER STATUS		TOTAL
8. Adult Learners receiving instruction at the end of quarter (#1 plus #2 minus #3e)		8. 60
9. Prospective Adult Learners awaiting instruction at end of quarter		9. 19

Reminder: BE SURE you use 3d to calculate line 4!

Adult Learner Activity Report (continued)...

Characteristics of Adult Learners receiving instruction at end of quarter.

*** BE SURE that TOTALS for ethnicity, age, and gender EACH equal item #8 on previous page.***

10. Ethnicity	Asian	Black	Hispanic	Native American	Pacific Islander	White	Other	Unknown	TOTAL
	21	0	28	0	0	7	1	3	60

11. Age Distribution	16-19	20-29	30-39	40-49	50-59	60-69	70+	Unknown	TOTAL
	0	12	21	13	11	0	2	1	60

12. Gender	Male	Female	Not Specified	TOTAL
	16	44	0	60

Double Check:

Do Items #10, #11, & #12 = #8 on previous page?

Placentia Library District
Name of Library

Katie Matas
Signature of person submitting this report

Literacy Coordinator 4/27/98
Title Date

Katie Matas
Contact Person

Literacy Coordinator (714) 524-8408 ext. 213
Title Phone

CALIFORNIA LIBRARY LITERACY SERVICE
Tutor Activity Report (Fiscal Year 1997/98)

Placencia Library District
Name of Library

1st Quarter
July-September

2nd Quarter
October-December

3rd Quarter
January-March

4th Quarter
April-June

Instructions:

1. Submit one original plus one copy of this report with other reports required.
2. Send to: Budget Office-Literacy, California State Library, PO Box 942837, Sacramento, CA 94237-0001

QUARTERLY SUMMARY			TOTAL
1. Tutors instructing at beginning of quarter (Same as #9 from last quarter's Tutor report)			1. 48
2. Tutors who began instructing during quarter			2. 10
3. Tutors who left during quarter			
a. Tutors who left with notification	3a.	6	
b. Tutors who left WITHOUT notification	3b.	0	
c. TOTAL tutors who left (Sum of items #3a and #3b)	3c.		6
4. Total tutors who instructed during quarter (#1 plus #2 minus #3b (without notification only)) *			4. 58
5. Number of tutors trained during quarter			5. 6
6. Number of pre-service tutor workshops offered during quarter			6. 1

CUMULATIVE SUMMARY			TOTAL
7. Cumulative total tutors who instructed this fiscal year-to-date (1st quarter = #4 above) (2nd, 3rd, & 4th quarters = #2 above plus #7 from previous quarter)			7. 95
8. Cumulative total tutors trained this fiscal year-to-date (1st quarter = #5 above) (2nd, 3rd, & 4th quarters = #5 above plus #8 from previous quarter)			8. 37

END OF QUARTER STATUS			TOTAL
9. Tutors instructing at end of quarter (#1 plus #2 minus #3c)			9. 52
10. Prospective tutors awaiting training/matching at end of quarter			10. 9

* Reminder: BE SURE you use 3b to calculate line 4!

Tutor Activity Report (continued)...

Characteristics of tutors receiving instruction at end of quarter.

*** BE SURE that TOTALS for ethnicity, age, and gender EACH equal item #9 on previous page.***

11. Ethnicity	Asian	Black	Hispanic	Native American	Pacific Islander	White	Other	Unknown	TOTAL
	4	0	5	1	0	42	0	0	52

12. Age Distribution	16-19	20-29	30-39	40-49	50-59	60-69	70+	Unknown	TOTAL
	0	4	7	12	12	12	5	0	52

13. Gender	Male	Female	Not Specified	TOTAL
	5	47		52

Double Check:
Do Items #11, #12 & #13 = #9 on previous page?

14a. Number of library branches used for literacy instruction during quarter	3
14b. Number of additional sites used for literacy instruction during quarter	12

Legislative districts in which instruction occurred during quarter
a: State Assembly District #(s): <u>72</u>
b: State Senate District #(s): <u>33</u>
c: U.S. Congressional District #(s): <u>39, 41</u>

Placentia Library District
Name of Library

Katie Matas
Signature of person submitting this report

Literacy Coordinator 4/27/98
Title Date

Katie Matas
Contact Person

Literacy Coordinator (714) 524-8408 ext. 213
Title Phone

CALIFORNIA LIBRARY LITERACY SERVICE
Quarterly Narrative Report

Fiscal Year: 1997/98

Placentia Library District
Name of Library

1st Quarter (July-September)
 3rd Quarter (January-March)

2nd Quarter (October-December)
 4th Quarter (April-June)

Instructions:

1. Prepare one original and one copy of this report.
2. Send to: Budget Office-Literacy, California State Library, PO Box 942837, Sacramento CA 94237-0001

The State Library is interested in the areas of your program that you find most significant. This includes both successful and unsuccessful events, methods, materials and other components.

In approximately one page, please provide a narrative that addresses the following:

Describe the significant successes you have had in your literacy services this quarter. Examples are public communications activities; new instructional approaches/materials/techniques; tutor training or other staff development activities; new reader involvement in literacy activities; and other activities that you want to share. In addition, let us know any problems, challenges and unresolved issues that have developed or continue this quarter, and how you will address them.

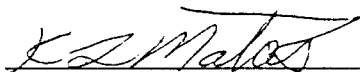
(Attach additional pages as needed, but please be brief)

The Rotary Club of Placentia donated seven tickets to the Literacy Program for tutors and learners to attend the Friends of Placentia Library's annual author's brunch. This is the fifth year Rotary has donated a whole table of tickets to the Literacy Program.

A 15-hour tutor training workshop was offered. The attendance was low again this quarter. Next quarter two major community events will take place, the Chamber Business Expo and the Placita Santa Fe Street Fair. The Literacy Program will be represented at both events. Hopefully that will spark some more community interest in the program.

Public communication activities included continued participation in the Placentia Community Network and participation in the California State University, Fullerton (CSUF) internship orientation for host agencies. CSUF students majoring in Human Services may work in the Literacy Program either learning administrative skills or working with adult learners individually or in small groups.

The biggest challenge continues to be recruiting tutors for the ever-growing list of students. The city newsletter and the college class schedule continue to be the most effective recruitment tools.


Signature of person who prepared this report

Check here if you would like this information shared with others

Katie Matas
Printed name

(714) 524-8408 ext. 213 / placentialit@otan.dni.us
Telephone / email

CALIFORNIA LIBRARY LITERACY SERVICE

Quarterly Financial Report (Fiscal Year 1997-98)

Placentia Library District Name Of Library _____ 1st Quarter July-September _____ 2nd Quarter October-December _____ 3rd Quarter January-March _____ 4th Quarter April-June _____

Instructions:

1. Submit one original plus one copy of this report with other reports required.
2. Send to: Budget Office - Literacy, California State Library, PO BOX 942837, Sacramento, CA 94237-0001

BUDGET CATEGORIES	BUDGET			EXPEND. THIS QTR.		EXPENDITURES YEAR-TO-DATE		
	(a) Approved CLSA	(b) Other*	(c) Total for Year (a+b)	(d) CLSA	(e) Other	(f) CLSA	(g) Other	(h) TOTAL EXPENDITURES (f+g)
1. Personnel	1,250	23,039	24,289	-0-	6,927	-0-	23,587	23,587
2. Library Materials	-0-	1,000	1,000	-0-	-0-	-0-	593	593
3. Operations	5,044	6,325	11,369	511	-0-	2,372	460	2,832
4. Equipment	-0-	500	500	-0-	-0-	-0-	-0-	-0-
5. Indirect	300	-0-	300	-0-	-0-	-0-	-0-	-0-
6. Total	6,594	30,864	37,458	511	6,927	2,372	24,640	27,012

**"OPERATIONS"
DETAIL**

	BUDGET			EXPEND. THIS QTR.		EXPENDITURES YEAR-TO-DATE		
	(a) Approved CLSA	(b) Other*	(c) TOTAL For Year (a+b)	(d) CLSA	(e) Other	(f) CLSA	(g) Other	(h) TOTAL Expenditures (f+g)
3a. Contract Services	-0-	1,625	1,625	-0-	-0-	-0-	-0-	-0-
3b. Travel	-0-	1,450	1,450	-0-	-0-	-0-	95	95
3c. Office Supplies	900	650	1,550	198	-0-	566	201	767
3d. Printing	1,890	1,200	3,090	-0-	-0-	570	21	591
3e. Instr. Resources	800	200	1,000	-0-	-0-	800	143	943
3f. Communications	1,250	950	2,200	313	-0-	436	-0-	436
3g. Other	204	250	454	-0-	-0-	-0-	-0-	-0-
TOTAL	5,044	6,325	11,369	511	-0-	2,372	460	2,832

Signature of Representative of Fiscal Agent or of

Library Director June 4, 1998

Title Date

Charlene Dumitru

Contact Person

Admin. Assistant (714) 528-1906, 202

Title Phone

*Sources of "other" funds of \$200 or more attached.
CLSA FORM-52(Rev. 8/96)

CALIFORNIA LIBR/ LITERACY SERVICE
In-kind Resource Development (Fiscal Year 1997/98)

Placentia Library District _____
 Name of Library _____

1st Quarter _____
 July-September

2nd Quarter _____
 October-December

X 3rd Quarter _____
 January-March

4th Quarter _____
 April-June

Instructions:

1. Submit one original plus one copy of this report with other reports required.
2. Send to: Budget Office-Literacy, California State Library, PO BOX 942837, Sacramento, CA 94237-0001

1. IN-KIND SERVICES (In Dollar Equivalents)	Church/ Service Groups	Business	Education	County/ Municipal	Foundation	Other	This Qtr's Total Resources	TOTAL- YEAR-TO- DATE	This Year's Goals
a) Space	\$0	\$0	\$0	\$150	\$0	\$0	\$150	\$510	\$2,000
b) Materials	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,000
c) Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$500
d) Printing	\$0	\$0	\$0	\$115	\$0	\$0	\$115	\$330	\$1,000
e) Professional Services	\$0	\$0	\$375	\$0	\$0	\$0	\$375	\$1,125	\$2,000
f) Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$500
COLUMN TOTALS FOR QTR	\$0	\$0	\$375	\$265	\$0	\$0	\$640		
COLUMN TOTALS FOR YTD	\$0	\$0	\$1,125	\$840	\$0	\$0		\$1,965	

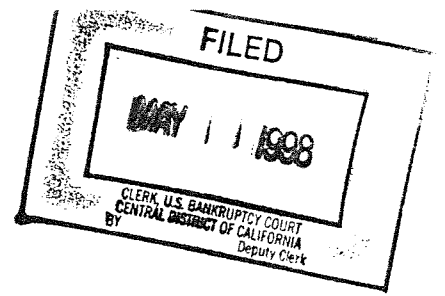
COMMENTS:

**DOUBLE CHECK: THE SUM OF LINE 'QTR' AND 'YTD' GRAND TOTALS MUST
 EQUAL THE SUM OF COLUMN 'QTR' AND 'YTD' TOTALS.**

2. VOLUNTEER HOURS	THIS QTR	YTD	GOALS
a) Literacy Instruction	819	2,518	4,000
b) Talent/Support Services	431	1,199	2,000

Katie Matas _____
 Contact Person _____
 Literacy Coordinator _____
 Title _____
 (714) 524-8408 ext. 213 _____
 Telephone Number _____
 Signature of Person Submitting Report _____
 Literacy Coordinator _____
 Title _____
 Date 4/27/98





1 Bruce Bennett (State Bar No. 105430)
John L. Amsden (State Bar No. 137168)
2 Gregory K. Jones (State Bar No. 181072)
HENNIGAN, MERCER & BENNETT
3 601 South Figueroa Street, Suite 3300
Los Angeles, California 90017
4 Telephone: (213) 694-1200

5 Counsel for the Representative,
Thomas Hayes

MAY 11

8 UNITED STATES BANKRUPTCY COURT
9 CENTRAL DISTRICT OF CALIFORNIA

11 In re)
12 COUNTY OF ORANGE, a political)
subdivision of the State of)
13 California,)

) Case No. SA 94-22272-JR

) Chapter 9

) ORDER GRANTING THE MOTION FOR
) ORDER AUTHORIZING THE
) REPRESENTATIVE OF THE COUNTY OF
) ORANGE TO ENTER INTO AGREEMENT
) FOR ASSIGNMENT OF EXCLUDED
) CLAIMS

16 Debtor.)

) Date: May 11, 1998

) Time: 3:30 p.m.

) Place: Courtroom 606
34 Civic Center Plaza
Santa Ana, CA 92701

1 AT SANTA ANA, CALIFORNIA, IN THIS DISTRICT, THIS 11 DAY OF MAY,
2 1998.

3 On May 11, 1998, a hearing was held in the above-captioned case (the
4 "Bankruptcy Case") before the undersigned United States Bankruptcy Judge upon the
5 "NOTICE OF MOTION AND MOTION FOR ORDER AUTHORIZING THE
6 REPRESENTATIVE OF THE COUNTY OF ORANGE TO ENTER INTO AGREEMENT
7 FOR ASSIGNMENT OF EXCLUDED CLAIMS" (the "Motion") filed by the
8 Representative (the "Representative"). John L. Amsden of Hennigan, Mercer & Bennett
9 appeared on behalf of the Representative. Other appearances are noted in the recorded
10 transcript of the hearing.

11 The Court, having reviewed the Motion, the Notice of the Motion, the
12 memorandum of points and authorities filed in support thereof, the record in this case,
13 and having considered the arguments and representations of counsel, it appears to this
14 Court that the Notice of Motion adequately described the relief requested in the Motion;
15 that the Notice of Motion was properly served on parties in interest as required by prior
16 Orders of this Court establishing notice procedures; that approval of the relief
17 requested in the Motion will likely promote and advance the settlement discussions
18 among the Representative and the Defendants which could ultimately generate
19 proceeds for the Pool Participants and the County; and good cause appearing therefor;
20 it is hereby

21 **ORDERED**, that the Motion is granted in its entirety; and it is further

22 **ORDERED**, that the Representative is authorized to enter into, and to perform
23 all of the obligations of the Representative specified in, the "Agreement for Assignment
24 of Excluded Claims" attached hereto as Exhibit "A" with the School Pool Participants
25 attached hereto as Exhibit "B."

26 **JOHN E. RYAN**

27 _____
28 The Honorable John E. Ryan
United States Bankruptcy Judge

1 Presented By:

2 HENNIGAN, MERCER & BENNETT

3

4 By:



5 John L. Amsden
6 Reorganization and Litigation Counsel
7 for the County of Orange

7

8 File: client folders\OC-Bankruptcy\Pleadings\ORDERAssign Excluded Claims Mtn.doc

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AGREEMENT FOR ASSIGNMENT OF EXCLUDED CLAIMS

THIS AGREEMENT FOR ASSIGNMENT OF EXCLUDED CLAIMS (this "Agreement"), is entered into as of June __, 1997, by and among THOMAS W. HAYES, as the Representative (the "Representative") appointed pursuant to Section VI.B. of the Modified Second Amended Plan of Adjustment of the County of Orange (the "Plan"), and the School Pool Participants signing this Agreement below (the "Participating Schools").

RECITALS

A. Pursuant to the Comprehensive Settlement Agreement (the "CSA") among the County of Orange (the "County") and various school districts, special districts, cities and other public agencies and instrumentalities, the Participating Schools, among others, assigned their Pool-Related Claims, other than their Excluded Claims, to the County.

B. Pursuant to Section VI.B. of the Plan, under paragraph 36 of the "Order Confirming Modified Second Amended Plan of Adjustment" entered on May 16, 1996 (the "Confirmation Order") by the United States Bankruptcy Court for the Central District of California, the Representative was appointed to enforce, prosecute and collect Pool-Related Claims and such other claims as may be assigned to the Representative by the County or by a Pool Participant.

C. The Representative believes that his ability to settle certain of the Pool-Related Claims he has asserted against third parties would be enhanced if he could also settle concurrently certain Excluded Claims and other claims of the Participating Schools against such third parties, something he believes would benefit all Option A Pool Participants.

D. The Participating Schools are willing to assign certain Excluded Claims and other claims to the Representative, on the terms and subject to the conditions set forth herein, to enable him to jointly prosecute and collect upon such claims and to execute such further documents as may be necessary or appropriate to effectuate any settlement of such Excluded Claims by the Representative.

AGREEMENT

NOW, THEREFORE, in consideration of the foregoing and of the covenants and conditions set forth herein, the parties hereto agree as follows:

1. Definitions.

a. Capitalized terms used in this Agreement which are not defined in this Agreement shall have the meanings given to them in the Plan and, if not defined in the Plan, shall have the meanings given to them in the CSA.

b. "Assigned Claims" shall mean the claims assigned to the Representative by the Participating Schools pursuant to Section 2 of this Agreement.

c. "Assignment Date" shall mean the date of this Agreement.

d. "BNFY Defendants" shall mean Buchalter, Nemer, Fields & Younger, a California professional corporation, and its agents, partners, shareholders, officers, directors, employees, representatives, and predecessors in interest, attorneys and all persons acting by, through, under, or in concert with it, each solely in its capacity as such.

e. "Class C-1 Claims Pro Rata Portion" shall mean as to any Participating School the Adjusted Allowed Amount of that Participating School's Class C-1 Claims under the Plan multiplied by a fraction the numerator of which is the aggregate amount paid to such Participating School pursuant to Section 4 hereof and the denominator of which is one half (50%) of the Adjusted Allowed Amount of such Participating School's Class C-1 Claim. The "Adjusted Amount of a Class C-1 Claim" of a Participating School shall mean the Allowed Amount of such C-1 Claim less any payments received by the Participating School with respect to such Class C-1 Claim other than distributions made by the Representative under the Plan.

f. "Defendants" shall mean the Law Firm Defendants and Rauscher.

g. "Designated Percentage" shall mean as to any School Pool Participant that percentage of any Net Settlement Amounts received by the Representative with respect to any Pool Related or Assigned Claim which is specified for that School Pool Participant in Exhibit A to this Agreement.

h. The "Law Firm Defendants" shall mean the LeBoeuf Defendants and the BNFY Defendants.

i. The "LeBoeuf Defendants" shall mean LeBoeuf, Lamb, Leiby & MacRae, both as a general partnership and as a limited liability partnership, and its agents, partners, shareholders, beneficiaries, officers, directors, employees, assigns, representatives, heirs, successors, predecessors in interest, attorneys and all persons acting by, through, under, or in concert with either of them, each solely in its capacity as such.

j. "Net Settlement Amounts" shall mean the difference between (a) all cash or other property indefeasibly received or recovered by the Representative from any Defendant (other than one of the BNFY Defendants), including, but not limited to, contractual settlements, accord and satisfaction, and judgments and awards of damages, rescission, interest, attorneys' fees and expenses, penalties, actual or punitive damages, with respect to Pool-Related Claims or Assigned Claims, whether by way of settlement, litigation or otherwise, after the Assignment Date, minus (b) all costs and expenses incurred by the Representative in prosecuting or otherwise attempting to collect or realize upon the Pool-Related Claims or Assigned Claims against that Defendant, whether incurred prior to or after the Assignment Date.

k. "Participating School" shall mean the School Pool Participants signing this Agreement.

l. "Rauscher" shall mean Rauscher, Pierce, Refsnes, Inc., a corporation, and the respective agents, partners, shareholders, beneficiaries, officers, directors, employees, assigns, representatives, heirs, successors, predecessors in interest, attorneys and all persons acting by, through, under, or in concert with it, each solely in its capacity as such.

m. "Requisite Percentage" shall mean a majority in number of the Participating Schools which hold more than 66 2/3% of the sum of all Participating Schools' Class C-1 claims under the Plan.

n. "Revocation Date" shall mean the one year anniversary of the Assignment Date.

o. "Settlement" shall mean any contractual settlement or release, accord and satisfaction, judgment, award or other arrangement pursuant to which the Representative receives any Net Settlement Amounts.

2. Assignment of Claims. Each of the undersigned Participating Schools hereby assigns to the Representative all of its claims, demands, suits, causes of action, remedies or rights of any kind whatsoever, at law, in equity, by statute or otherwise, whenever arising, whether known or unknown, suspected or unsuspected, fixed or contingent, liquidated or unliquidated, matured or unmatured, choate or inchoate, pending or not pending, which such Participating Schools may have against the Defendants, including, without limitation, any and all Excluded Claims against Defendants and all obligations, debts and liabilities of the Defendants to such Participating Schools. At the option of the Representative, or pursuant to a written agreement between the Representative and a Participating School, the Representative may delay the effective date of the assignment to the Representative of any Assigned Claim or accept an assignment of Excluded Claims from a Participating School only as to either the Law Firm Defendants or Rauscher.

3. Obligations of Representative. The Representative shall:

a. use his best efforts to distribute all Net Settlement Amounts he receives which are payable to Participating Schools to such schools within 30 days of the last of: (1) the entry of all Final Orders which the Representative may seek, request or apply for approving the Settlement pursuant to which the Representative has received such amounts; (2) the Representative's receipt of such amounts; and (3) the satisfaction of all prerequisites to the distribution of any such amounts contained in the documentation evidencing the Settlement (provided that only that portion of any Net Settlement Amounts as to which such prerequisites have not been satisfied shall be withheld from distribution by reason thereof);

b. if he is unable to distribute any Net Settlement Amounts within 30 days of his receipt thereof, include in the ultimate distribution of such Net Settlement Amounts interest on such funds calculated at the average rate earned on the funds in the Litigation Fund during the period between the date of their receipt and the date of their distribution; and

c. assume all costs of prosecuting the Pool Related and Assigned Claims against any such Defendant after the Assignment Date and before the Representative's receipt of notice of revocation of an assignment as to a Defendant pursuant to Section 7 or 8 hereof, including providing his counsel to represent the Participating Schools in any discovery in any of the actions brought against such Defendant by the Representative or to enforce any Assigned Claims.

EXHIBIT A - page 6

4. Distributions to Participating Schools. The Representative shall pay each Participating School its Designated Percentage of all Net Settlement Amounts.

5. Reallocation of Distributions on Account of Class C-1 Claims. Each Participating School hereby assigns to the Representative the Class C-1 Claims ProRata Portion of any distribution such Participating School may be entitled to receive pursuant to Section VI.D.1(d)(1) of the Plan. Amounts paid to the Representative pursuant to the preceding sentence shall constitute Net Litigation Proceeds and shall be distributed in accordance with Section VI.D. of the Plan. If the Representative enters into any other agreement with one or more Pool Participants providing for (i) the assignment to the Representative of their Excluded Claims and (ii) a distribution of proceeds of enforcement of Pool Related and Excluded Claims to such Pool Participant(s) on terms more favorable to such Pool Participants than the distribution such Pool Participant(s) would otherwise be entitled to receive under Section VI.D. of the Plan, but the agreement with such Pool Participant(s) does not provide for the recapture of the additional distributions out of distributions payable to such Pool Participant(s) under Section VI.D.1.(d) of the Plan on the same basis as provided for with respect to the Participating Schools in this Section, this Section shall be amended at the election of a majority of the Participating Schools to conform this Section to any comparable provisions contained in such other agreement.

6. Representative's Powers re Assigned Claims. The Participating Schools hereby authorize the Representative, in his sole and absolute discretion, to enforce, prosecute, collect upon or settle all Assigned Claims as he determines appropriate.

7. Revocation of Assignments Against Law Firm Defendants. If all School Pool Participants with a Designated Percentage in excess of one percent become Participating Schools as to the Law Firm Defendants by signing this Agreement, the assignment of Assigned Claims against the LeBoeuf Defendants or the BNFY Defendants by the Participating Schools to the Representative pursuant to Section 2 of this Agreement may be revoked on the Revocation Date as to all, but not less than all, of the Participating Schools by written notice signed by the Requisite Percentage of the Participating Schools actually delivered to the Representative during the ten business days immediately preceding and including that Revocation Date. Notwithstanding the above, the North Orange County Community College District may unilaterally revoke its assignment of Assigned Claims to the Representative against the LeBoeuf Defendants or the BNFY Defendants or both on the Revocation Date. Further notwithstanding the above, no notice of revocation shall be effective as to the LeBoeuf Defendants or the BNFY Defendants if such notice is received by the Representative after he has entered into any written agreement (including an agreement or other writing in the nature of an agreement in

principle or memorandum of understanding, whether or not any such agreement or other writing is legally enforceable so long as a binding agreement is entered within 30 days of the date of such agreement or memorandum of understanding) with that Law Firm Defendant providing for the compromise or settlement of any Assigned Claims against such Defendant.

8. Revocation of Assignments Against Rauscher. If all of the School Pool Participants with a Designated Percentage in excess of one percent become Participating Schools as to Rauscher by signing this Agreement, the assignment of Assigned Claims against Rauscher by the Participating Schools to the Representative pursuant to Section 2 of this Agreement may be revoked on a Revocation Date as to all, but not less than all, of the Participating Schools by written notice signed by the Requisite Percentage of the Participating Schools actually delivered to the Representative during the ten business days immediately preceding and including that Revocation Date. Notwithstanding the above, Newport Mesa Unified School District may revoke its assignment of Assigned Claims against Rauscher to the Representative unilaterally on the Revocation Date. Further notwithstanding the above, no such notice of revocation shall be effective if such notice is received by the Representative after he has entered into any written agreement (including an agreement or other writing in the nature of an agreement in principle or memorandum of understanding, whether or not any such agreement or other writing is legally enforceable so long as a binding agreement is entered within 30 days of the date of such agreement or memorandum of understanding) with Rauscher providing for the compromise or settlement of any Assigned Claims against such Defendant.

9. Substitution of Counsel. If prior to the Revocation Date the Representative has filed litigation against any Defendant or added to his causes of action in any pending litigation against any Defendant the Assigned Claims of a Participating School, a notice of revocation shall be ineffective unless it is accompanied by one or more Substitutions of Counsel, executed by duly licensed attorneys, pertaining to each and every action commenced or continued by the Representative to enforce or collect any Assigned Claim of the revoking Participating Schools against such Defendant.

10. Participating Schools' Representations, Warranties and Covenants. Except as set forth in Exhibit B to this Agreement, each of the Participating Schools represents and warrants that it has obtained tolling agreements from each of the Defendants (other than the BNFY Defendants) in a form provided to the Representative or his counsel prior to June 15, 1997, a true and correct copy of the executed original of which is attached to this Agreement.

11. Bankruptcy Court Approval. Promptly after the Assignment Date the Representative shall file a motion or application with the Bankruptcy Court seeking approval of this Agreement which motion shall be reasonably acceptable to legal counsel for the School and College District Subcommittee of the Pool Committee. The Participating Schools shall support that motion or application. If the Bankruptcy Court does not approve this Agreement within 90 days of the Assignment Date, this Agreement may be revoked upon written notice to the Representative signed by the Requisite Percentage of the Participating Schools.

12. Entire Agreement; Modification; Waiver. This Agreement, including the Exhibits hereto, constitutes the entire agreement between the parties hereto and supersedes all prior and contemporaneous agreements, representations, warranties, and understandings of the parties, whether oral, written or implied, as to the subject matter hereof. No supplement, modification, or amendment of this Agreement shall be binding unless executed in writing by all parties affected thereby. No waiver of any of the provisions of this Agreement shall be deemed or constitute a waiver of any other provision, whether or not similar, nor shall any waiver constitute a continuing waiver. No waiver shall be binding unless executed in writing by the party making the waiver.

13. No Third-Party Beneficiaries. Nothing contained in this Agreement is intended to confer any rights or remedies under or by reason of this Agreement on any person or entity other than the parties hereto.

14. Assignment. This Agreement shall be binding upon, and shall inure to the benefit of, the parties and their respective successors and assigns.

15. Further Assurances and Cooperation. Each party hereto agrees to execute any and all documents and to do and perform any and all acts and things necessary or appropriate to effectuate or further evidence the terms and provisions of this Agreement or to effectuate any settlement of Assigned Claims by the Representative.

16. Severability. If any portion of this Agreement shall be held to be invalid or unenforceable, then that portion shall be deemed to have been modified to the minimum extent necessary in order to cause it to be valid and enforceable and to accomplish its intent as evidenced by the entirety of this Agreement; and the parties acknowledge that the balance of this Agreement shall be unaffected by such modifications and remain valid and enforceable.

EXHIBIT A - 16 -

17. Headings. The descriptive headings of the several sections of this Agreement are inserted for convenience of reference only and do not constitute a part of this Agreement.

18. Applicable Law. This Agreement shall be governed in all respects including its validity, interpretation and effect, by title 11 of the United States Code and the laws of the State of California, without giving effect to the principles of conflicts of law thereof.

19. Counterparts. This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

20. Due Authorization. Each party to this Agreement hereby represents and warrants that (i) such party is duly authorized to enter into this Agreement; and (ii) the person purporting to execute this Agreement on behalf of such party has been duly authorized to execute this Agreement on behalf of and to bind such party.

21. Construction. The parties acknowledge that each party and its counsel have reviewed this Agreement, and each party has had its interests represented in the drafting of this Agreement, and that the rule of construction to the effect that ambiguities are to be resolved against the drafting party shall not be employed in the interpretation of this Agreement.

IN WITNESS WHEREOF, each of the parties hereto has caused this Agreement to be executed on its behalf by its officers or other official representatives thereunto duly authorized, all as of the day and year first above written.

ANAHEIM ELEMENTARY SCHOOL DISTRICT

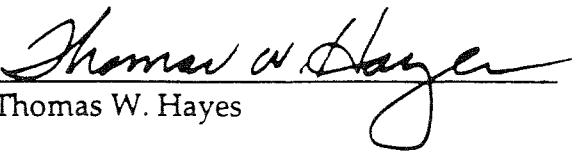
By _____

Its _____

EXHIBIT A

EXHIBIT A - page 10

THE REPRESENTATIVE APPOINTED
PURSUANT TO THE MODIFIED SECOND
AMENDED PLAN OF ADJUSTMENT

By 
Thomas W. Hayes

Anaheim Elementary School District
Brea-Olinda USD
Capistrano USD
Centralia Elementary SD
Coast Community College SD
Cypress Elementary SD
Fountain Valley Elementary SD
Fullerton Union High SD
Fullerton Elementary SD
Garden Grove USD
Huntington Beach Union High SD
Huntington Beach Elementary SD
Irvine USD
La Habra Elementary SD
Laguna Beach USD
Los Alamitos USD
Magnolia Elementary SD
Newport-Mesa USD

Orange County Department of Ed.
Oceanview Elementary SD
Orange USD
Placentia-Yorba Linda USD
Saddleback Valley USD
Saddleback CCD
Santa Ana USD
Savanna Elementary SD
Tustin USD
Westminster Elementary SD

Pillsbury**Madison &
Sutro LLP**

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(619) 544-3177

June 11, 1998

VIA FACSIMILE TRANSMISSIONTO: ORANGE COUNTY INVESTMENT POOL
PARTICIPANTS' DISTRIBUTION LISTRe: In Re Orange County - Schedule of Hypothetical Distribution of Net
Litigation Proceeds

Dear Pool Participants:

The OCIP Committee, and the undersigned, have received numerous questions from Pool Participants regarding the anticipated allocation and distribution of Net Litigation Proceeds from the recently announced settlements of third party litigation.

Calculation of these distributions are very uncertain at this time. The Representative, Tom Hayes, has not approved any distribution schedule, and ultimately it is his responsibility to allot and distribute funds. Likewise, we have had no discussions with representatives of the County regarding allocation of these funds.

Nevertheless, the OCIP Committee has directed me to provide you with the schedule sent to you herewith which was created with the assistance of the Committee's accountants at Price Waterhouse. These numbers are provisional and hypothetical. In some cases, they do not accurately reflect the entitlement of a given entity because that entity's entitlement has been assigned to a third party. There are other systemic inaccuracies which may affect the correctness of the schedule as a whole. Notwithstanding, the schedule does give you a general sense of anticipated entitlement.

Page 1 addresses the calculation of gross litigation proceeds for distribution. This is an approximate number which will likely change as a result of future recoveries and expenses related to litigation. The next seven pages comprise the hypothetical distribution schedule.

To Orange County Investment Pool
Participants' Distribution List
June 11, 1998
Page 2

You will recall that the schools were entitled to the first \$54.7 million and that is reflected in the first column (Repayment Claim Under 9(a)(i)). All other non-school Pool Participants initiate distributions under the second column (Settlement Secured Claim 9(a)(ii)). Both school and non-school Pool Participants participate in repayment claims found in the third column (Repayment Claim Under 9(a)(iv)).

I hope this schedule is helpful for purposes of your internal discussions relating to anticipated settlement allocations. However, do not be overly concerned regarding the precision of these numbers as they are certain to be revised.

Finally, I have received many requests for a prediction on when some or all of these funds will be distributed. Any such distribution is subject to the discretion of the Representative, and approval of the underlying settlements by the appropriate Federal Courts. The timing may be extended or abbreviated as a result of events relating to the remaining third party litigations. As a result, the timing issue is uncertain. I would not anticipate any distributions, under any circumstance until the very end of this year, and more likely the first distributions will not occur until next year.

I will continue to keep you advised.

Thank you for your continued support of the Committee.

Very sincerely,



Patrick C. Shea

Enc.

cc: Official Investment Pool Participants
Committee and Counsel w/enc.
(via facsimile)

OCIP
Schedule of Hypothetical Distribution of Net Litigation Proceeds

	Gross Litigation Proceeds	Adjustments	Net Litigation Proceeds
Merrill Lynch (criminal):	\$ 30,000,000	\$ (3,000,000) [1]	\$ 27,000,000
Interest:	2,238,548	[2]	2,238,548
Taxable note claim:	1,050,000		1,050,000
Fidelity bond:	1,000,000		1,000,000
LeBoeuf Lamb Green & MacRae:	45,000,000	(5,927,278) [3]	39,072,722
CS First Boston:	52,500,000		52,500,000
KPMG Peat Marwick:	75,000,000	(13,637,000) [4]	61,363,000
Merrill Lynch (civil):	420,000,000	-	420,000,000
Total Before Litigation Fees, including attorney's costs and Tom Hayes fee:	626,788,548	(22,564,278)	604,224,270
Tom Hayes fee (estimated)			(5,300,000)
Estimated Litigation Fees:			?
Net Litigation Proceeds available for distribution:			\$ 598,924,270
Distribution to:			
Tranche 1 - School Repayment Claims:			54,707,336
Tranche 2 - Settlement Secured Claims:			325,188,117
Tranche 3 - The County:			202,800,694
Tranche 4 - 61.59% to School and Non-School Repayment Claims: 38.41% to the County:			16,228,123
Total Distribution:			598,924,270

- [1] - County legal fees.
- [2] - Interest earned through distribution date.
- [3] - Allocated to certain Excluded Claims for certain School Pool Participants and legal fees.
- [4] - Allocated to certain Excluded Claims of OCTA, OCWD and City of Orange.

Hypothetical Distribution of Net Settlement Proceeds

Participant	Repayment Claim Under 9(a)(i)	Settlement Secured Claim 9(a)(ii)	Repayment Claim Under 9(a)(iv)	Total Net Settlement Proceeds
-------------	-------------------------------------	---	--------------------------------------	-------------------------------------

Note: Some parties may have assigned some portion or all of their claims to others. Those assignments are not addressed in this schedule, in part, because they are not known to Price Waterhouse.

SCHOOLS

Anaheim Elementary School	\$ 397,634	\$ -	\$ 9,052	\$ 406,687
Anaheim High School	962,318	-	21,908	984,226
Area Wide School Tax - LA	3,360	-	76	3,436
Brea H.O.P.E.	91,135	-	2,075	93,210
Brea-Olinda USD	378,420	-	8,615	387,035
Buena Park Elementary School	218,101	-	4,965	223,066
Capistrano USD	3,070,346	-	69,898	3,140,245
B of A - Capistrano USD CFD 87-1	547,422	-	12,462	559,885
B of A - Capistrano USD CFD 88-1	14,363	-	327	14,690
Capistrano USD CFD 90-1	37,066	-	844	37,909
B of A - Capistrano USD CFD 92-1	140,624	-	3,201	143,825
Capo Laguna Regional Occupational Program	16,206	-	369	16,575
Centralia Elementary School	436,949	-	9,947	446,897
Coast Community College	1,134,768	-	25,834	1,160,601
Coastline Regional Occupational Program	79,580	-	1,812	81,391
Codesp - JPA	13,339	-	304	13,643
B of A - Cypress Elementary School	24,608	-	560	25,168
Cypress Elementary School	320,102	-	7,287	327,390
Fountain Valley Elementary School	282,080	-	6,422	288,502
Fullerton Elementary School	256,959	-	5,850	262,808
Fullerton Union High School	1,316,666	-	29,975	1,346,641
Garden Grove USD	2,789,107	-	63,041	2,832,148
Greater Anaheim Special Education	87,940	-	2,002	89,942
Huntington Beach Elementary School	464,091	-	10,565	474,656
Huntington Beach Union High	1,026,442	-	23,368	1,049,810
Irvine USD	4,928,840	-	112,208	5,041,048
Irvine USD CFD 85-1	35,694	-	813	36,507
Irvine USD CFD 86-1	335,803	-	7,645	343,448
Irvine USD CFD 86-1A	129,684	-	2,952	132,636
Irvine USD ChildCare Project	38,184	-	869	39,053
La Habra Elementary School	666,655	-	15,177	681,832
Laguna Beach USD	358,410	-	8,159	366,570
Los Alamitos USD	506,111	-	11,522	517,633
Los Alamitos USD CFD 90-1	122,655	-	2,792	125,447
Lowell Joint Elementary	12,094	-	275	12,369
Madera County	279,239	-	6,357	285,596
Magnolia Elementary	297,474	-	6,772	304,246
B of A - Newport-Mesa USD CFD 90-1	9,332	-	212	9,544
Newport-Mesa USD	4,146,892	-	94,407	4,241,298
No. O.C. Self-fund Work	699,521	-	15,925	715,446
No. O.C. Self-ins Fund	197,347	-	4,493	201,840
North O.C. Regional Occupational Program	100,787	-	2,294	103,082

Hypothetical Distribution of Net Settlement Proceeds

Participant	Repayment Claim Under 9(a)(i)	Settlement Secured Claim 9(a)(ii)	Repayment Claim Under 9(a)(iv)	Total Net Settlement Proceeds
North Orange County Community College	4,335,293	-	98,696	4,433,989
O.C. Department of Education	3,501,761	-	79,720	3,581,481
O.C. Fringe Benefits	253,311	-	5,767	259,078
O.C. Schools H&W Benefits	57,666	-	1,313	58,979
Ocean View Elementary	454,952	-	10,357	465,310
Orange USD	1,001,233	-	22,794	1,024,027
Placentia-Yorba USD	4,258,308	-	96,943	4,355,251
Rancho Santiago Community College	844,377	-	19,223	863,599
Saddleback Community College	1,240,482	-	28,240	1,268,722
Saddleback USD CFD 86-1	179,249	-	4,081	183,330
Saddleback USD CFD 88-2	71,650	-	1,631	73,281
Saddleback USD CFD 89-1	174,537	-	3,973	178,511
Saddleback USD CFD 89-2	143,807	-	3,274	147,081
Saddleback USD CFD 89-3	168,879	-	3,845	172,723
Saddleback USD CFD 89-4	77,966	-	1,775	79,741
Saddleback Valley USD	2,366,693	-	53,879	2,420,573
San Joaquin Elementary	145	-	3	148
Santa Ana USD	2,519,045	-	57,348	2,576,392
Savanna Elementary	178,081	-	4,054	182,135
School Commercial Revolving	125,093	-	2,848	127,941
School Payroll Revolving	321,988	-	7,330	329,319
Schools Excess Liability Fund	2,423,778	-	55,179	2,478,957
Shandon USD	9,147	-	208	9,355
So. O.C. Propalia JT. PWRS	148,914	-	3,390	152,304
Teachers Retirement Annuity	782,971	-	17,825	800,796
Tustin High School	175	-	4	179
Tustin USD	452,109	-	10,293	462,402
B of A - Tustin USD CFD 88-1	38,571	-	878	39,449
Tustin USD CFD 88-1	144,812	-	3,297	148,109
West O.C. Self-Fund Work	451,983	-	10,290	462,273
Westminster Elementary	686,804	-	15,636	702,440
MM USD CFD 90-91	23	-	1	23
Rossmoor USD	266	-	6	272
Foothill Cir Plan - Schools	255,770	-	5,823	261,593
O.C. Development Agency - Schools	80,692	-	1,837	82,529
Yorba Linda Elementary School	2,457	-	56	2,513
SUB-TOTAL SCHOOLS	54,707,336	-	1,245,448	55,952,785

WATER

Aliso Water District	-	1,279,689	31,952	1,311,641
Capistrano Beach County Water District	-	226,078	5,645	231,722
Capistrano Valley Water District	-	189,830	4,740	194,569
Coastal Municipal Water	-	73,182	1,827	75,009

Hypothetical Distribution of Net Settlement Proceeds

Participant	Repayment Claim Under 9(a)(i)	Settlement Secured Claim 9(a)(ii)	Repayment Claim Under 9(a)(iv)	Total Net Settlement Proceeds
Irvine Ranch Water District	-	29,499,197	736,541	30,235,738
Los Alamitos County Water District	-	20,767	519	21,285
B of A - Moulton Niguel Water District	-	2,089,903	64,026	2,153,929
Moulton Niguel Water District	-	1,352,848	30,081	1,382,929
Municipal Water	-	439,966	10,985	450,951
O.C. Water District	-	11,348,300	283,346	11,631,647
Santa Margarita Water District	-	1,107,611	27,855	1,135,266
South Coast Water District	-	859,299	21,455	880,754
Tri-Cities Water District	-	240,046	5,994	246,039
SUB-TOTAL WATER	-	48,726,714	1,224,766	49,951,480

Note: Some parties may have assigned some portion or all of their claims to others. Those assignments are not addressed in this schedule, in part, because they are not known to Price Waterhouse.

SANITATION

Capistrano Beach Sanitary	-	170,975	4,269	175,244
Costa Mesa Sanitary District	-	277,608	6,931	284,539
Dana Point Sanitary District	-	3	0	3
Garden Grove Sanitary District	-	522,513	13,046	535,559
Midway City Sanitary District	-	583,740	14,575	598,315
O.C. Sanitation District	-	44,182,465	1,103,156	45,285,621
South Laguna Sanitary District	-	1,118	28	1,146
Sunset Beach Sanitary District	-	76,781	1,917	78,698
SUB-TOTAL SANITATION	-	45,815,202	1,143,922	46,959,125

CFDs

Aliso Viejo CFD 88-1	-	456,881	15,596	472,277
Aliso Viejo CFD 88-1A	-	3,048,761	116,807	3,165,568
Baker Ranch CFD 87-6	-	137,427	3,431	140,858
Coto de Caza CFD 87-8	-	1,275,938	46,807	1,322,746
Dimensions CFD 87-1	-	10,644	266	10,910
Foothill Ranch CFD 87-4	-	536,451	19,552	556,003
Lomas Laguna CFD 88-2	-	16,947	1,887	18,834
Los Alisos CFD 87-7	-	130,677	4,941	135,618
Mission Viejo CFD 87-3	-	1,035,281	38,594	1,073,874
Portola Hills CFD 87-2	-	141,907	3,543	145,450
Portola Hills CFD 87-2A	-	-	1,046	1,046
Rancho Santa Margarita CFD 88-1	-	188,579	9,764	198,343
Rancho Santa Margarita CFD 88-1A	-	53,468	1,967	55,434
Rancho Santa Margarita CFD 88-2	-	230,763	5,762	236,525
Rancho Santa Margarita CFD 88-2B	-	30,122	1,106	31,227
Rancho Santa Margarita CFD 87-5A	-	75,708	2,459	78,167
Rancho Santa Margarita CFD 87-5B	-	226,923	9,693	236,616
Rancho Santa Margarita CFD 87-5C	-	437,441	21,000	458,440
Rancho Santa Margarita CFD 87-5D	-	401,074	14,952	416,026
Rancho Santa Margarita CFD 87-5E	-	79,433	3,020	82,453

Hypothetical Distribution of Net Settlement Proceeds

Participant	Repayment Claim Under 9(a)(i)	Settlement Secured Claim 9(a)(ii)	Repayment Claim Under 9(a)(iv)	Total Net Settlement Proceeds
Santa Teresita CFD 87-9	-	-	1,136	1,136
Dimensions CFD 87-1	-	25	1	26
Dimensions CFD 87-1	-	693	27	720
Unnamed CFD	-	0	0	0
Foothill Ranch CFD 87-4	-	79,229	3,040	82,269
Dimensions CFD 87-1	-	0	0	0
Foothill Ranch CFD 87-4	-	688	26	714
Ranch San Marg CFD 86-1a	-	1,359,520	33,945	1,393,464
Rancho Santa Margarita CFD 87-5A	-	0	0	0
Rancho Santa Margarita CFD	-	3	0	3
Rancho Santa Margarita CFD 87-5B	-	0	0	0
Rancho Santa Margarita 87	-	777	30	807
Rancho Santa Margarita 87	-	1,986	76	2,062
Los Alisos CFD 87-7	-	1	0	1
Portola Hills CFD 87-2	-	538	21	559
Mission Viejo CFD 87-3	-	16	1	16
Foothill Ranch CFD 87-4	-	12	0	12
Rancho Santa Margarita CFD 87-5A	-	1,798	69	1,867
Rancho Santa Margarita CFD 87-5B	-	173	7	180
Rancho Santa Margarita CFD 87-5C	-	24	1	25
Baker Ranch CFD 87-6	-	84	3	87
Coto de Caza CFD 87-8	-	100	4	104
Santa Teresita CFD 87-9	-	32	1	33
Aliso Viejo CFD 88-1	-	1,438	55	1,493
Lomas Laguna CFD 88-2	-	20	1	21
Rancho Santa Margarita CFD 86-1	-	21,445	823	22,267
Rancho Santa Margarita CFD 86-2	-	21,810	837	22,647
Dimensions CFD 87-1	-	326	13	339
Portola Hills CFD 87-2	-	1,256	48	1,304
Mission Viejo CFD 87-3	-	12,898	495	13,393
Rancho Santa Margarita CFD 87-5A	-	2,157	83	2,240
Rancho Santa Margarita CFD 87-5B	-	83	3	86
Baker Ranch CFD 87-6	-	5,874	225	6,100
Los Alisos CFD 87-7	-	20,360	782	21,162
Coto de Caza CFD 87-8	-	691	27	718
Santa Teresita CFD 87-9	-	13,822	530	14,352
Aliso Viejo CFD 88-1	-	576	22	598
Foothill Cir Plan - CFDs	-	43,594	1,088	44,682
Excess Investment Earnings	-	55,563	1,387	56,950
Golden Lantern Reassessment	-	0	0	0
County Infrastructure PR	-	266,666	4,826	271,492
County Infrastructure PR	-	348,137	13,358	361,496
Transportation Corridor	-	9,769	244	10,013

6/8/98

DRAFT

4 of 7

Hypothetical Distribution of Net Settlement Proceeds

Participant	Repayment Claim Under 9(a)(i)	Settlement Secured Claim 9(a)(ii)	Repayment Claim Under 9(a)(iv)	Total Net Settlement Proceeds
-------------	-------------------------------------	---	--------------------------------------	-------------------------------------

Note: Some parties may have assigned some portion or all of their claims to others. Those assignments are not addressed in this schedule, in part, because they are not known to Price Waterhouse.

Lomas Laguna CFD 88-2	-	10,366	398	10,764
SUB-TOTAL CFDs	-	10,796,794	385,823	11,182,617

NON-OC MUNICIPALITIES

Cuyama Community Service District	-	115,575	2,886	118,461
SUB-TOTAL NON-OC MUNICIPALITIES	-	115,575	2,886	118,461

OTHERS

Bank of California/Pars	-	1,551,760	38,745	1,590,505
Buena Park Library	-	53,716	1,341	55,058
Capistrano Bay Community Service	-	17,872	446	18,319
Placentia Library	-	55,849	1,394	57,244
Rossmoor Community Service	-	69,332	1,731	71,063
Three Arch Bay Community Service	-	11,488	287	11,775
Emerald Bay Community Service	-	172,002	4,295	176,297
O.C. Cemetery District	-	604,846	15,102	619,947
Optima of Orange County	-	95,842	2,393	98,235
Orange County Employee Retirement System	-	12,569,286	313,832	12,883,118
Santa Ana River Flood Protection Agency	-	7,170	179	7,349
Silverado Modjeska Park	-	22,805	569	23,374
Southeast Regional Reclamation Authority	-	710,648	17,744	728,391
Southern California Coastal Water Research	-	87,271	2,179	89,450
Special District Risk Management Authority	-	116,086	2,898	118,984
Vector Control District	-	210,474	5,255	215,729
CSA - Agean Hills #12	-	452	11	463
Capistrano Bay Park	-	9,164	229	9,393
HC/D Self-Help Program	-	28	1	29
JTPA - FY 88-90 Int	-	2	0	2
Laguna Beach Water District	-	8,527	213	8,740
Newport Beach Library	-	3,278	82	3,360
O.C. Fixed Guideway Agency	-	45	1	47
O.C. Marine Institute	-	194	5	199
Santiago Library System	-	173	4	177
Unknown	-	3	0	3
Unknown	-	-	-	-
Law Library, O.C.	-	755,948	18,875	774,822
Surfside Colony Storm Water	-	22,796	569	23,366
Volunteer Center of O.C. West	-	3,595	90	3,685
SUB-TOTAL OTHERS	-	17,160,652	428,470	17,589,122

OC MUNICIPALITIES

City of Anaheim	-	14,194,075	354,401	14,548,475
City of Anaheim Hazardous Material Response	-	7,767	194	7,961

Hypothetical Distribution of Net Settlement Proceeds

Participant	Repayment Claim Under 9(a)(i)	Settlement Secured Claim 9(a)(ii)	Repayment Claim Under 9(a)(iv)	Total Net Settlement Proceeds
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Note: Some parties may have assigned some portion or all of their claims to others. Those assignments are not addressed in this schedule, in part, because they are not known to Price Waterhouse.

City of Anaheim Public Financing Authority	-	1,607,770	40,143	1,647,913
City of Anaheim RDA	-	797,441	19,911	817,352
City of Brea	-	587,062	14,658	601,720
City of Brea RDA	-	325,013	8,115	333,128
City of Costa Mesa	-	282,997	7,066	290,063
City of Costa Mesa RDA	-	55,824	1,394	57,218
City of Cypress	-	573,101	14,309	587,410
City of Dana Point	-	1,534,756	38,320	1,573,076
City of Fountain Valley	-	597,468	14,918	612,386
City of Fountain Valley CDA	-	2,419,618	60,414	2,480,032
City of Fullerton	-	2,234,398	55,789	2,290,187
City of Huntington Beach	-	4,299,885	107,361	4,407,256
City of Irvine	-	20,229,987	505,107	20,735,094
City of La Habra	-	796,122	19,878	815,999
City of La Palma	-	541,693	13,525	555,218
City of Laguna Beach	-	759,129	18,954	778,083
City of Laguna Hills	-	87,467	2,184	89,651
City of Laguna Niguel	-	1,769,970	44,193	1,814,163
City of Lake Forest	-	920,443	22,982	943,425
City of Los Alamitos	-	209,062	5,220	214,282
City of Mission Viejo	-	1,750,079	43,696	1,793,776
City of Mission Viejo CDA	-	74,686	1,865	76,550
B of A - City of Newport Beach	-	57,181	1,741	58,922
City of Newport Beach	-	1,462,522	39,553	1,502,075
City of Orange	-	1,312,372	32,768	1,345,139
City of Orange RDA	-	1,432,227	35,760	1,467,988
City of Placentia	-	2,014,442	50,296	2,064,738
City of San Clemente	-	3,477,961	86,839	3,564,800
City of Santa Ana	-	8,943,748	281,596	9,225,345
City of Santa Ana RDA	-	3,309,178	82,624	3,391,802
City of Seal Beach	-	198,359	4,953	203,312
City of Stanton	-	286,352	7,150	293,502
City of Tustin	-	22,368	558	22,927
City of Villa Park	-	123,820	3,092	126,912
City of Westminster	-	13,888	347	14,235
SUB-TOTAL OC MUNICIPALITIES	-	79,310,242	2,041,871	81,352,113
OCTA				
Local Transportation Authority	-	67,569,906	1,898,551	69,468,457
Service Authority for Abandoned Vehicles	-	205,608	5,134	210,741
Service Authority for Freeway Emergencies	-	581,179	14,511	595,690
O.C. Transit District	-	8,847,866	220,915	9,068,781
O C. Transportation Authority	-	23,995,398	599,122	24,594,520

Hypothetical Distribution of Net Settlement Proceeds

Participant	Repayment Claim Under 9(a)(i)	Settlement Secured Claim 9(a)(ii)	Repayment Claim Under 9(a)(iv)	Total Net Settlement Proceeds
SUB TOTAL OCTA	-	101,199,956	2,738,232	103,938,189
TCA				
Foothill Eastern TCA	-	1,284,741	32,078	1,316,818
San Joaquin Hills TCA	-	20,778,634	751,405	21,530,039
SUB-TOTAL TCA	-	22,063,375	783,483	22,846,857
SUB-TOTAL NON-SCHOOLS	-	325,188,511	8,749,453	333,937,963
 TOTAL POOL	 \$ 54,707,336	 \$ 325,188,511	 \$ 9,994,901	 \$ 389,890,748

6/8/98

DRAFT

7 of 7

LAFCO

Orange County

Local Agency Formation Commission

CHAIRMAN
RANDAL J. BRESSETTE
COUNCILMAN
CITY OF LAGUNA HILLS

DATE: May 14, 1998**TO:** Independent Special Districts of Orange County

VICE-CHAIRMAN
CHARLES V. SMITH
SUPERVISOR
FIRST DISTRICT

FROM: Dana M. Smith, Executive Officer
Joyce Crosthwaite, Assistant Executive Officer

DAVID BORAN
REPRESENTATIVE OF
GENERAL PUBLIC

SUBJECT: Selection of Members for Special District Technical Advisory Committee

PETER HERZOG
MAYOR
CITY OF LAKE FOREST

A nomination form for members of the Special Districts Technical Advisory Committee (SDTAC) is attached. Members of the SDTAC are either staff or elected officials from special districts. Members are selected based on special district categories to ensure a diversity of skills and occupations. Current SDTAC members whose terms expire after the June meeting are:

JOHN B. WITHERS
DIRECTOR
IRVINE RANCH WATER
DISTRICT

WATER DISTRICTS

WILLIAM G. STEINER
SUPERVISOR
FOURTH DISTRICT

Three (3) regular representatives and two (2) alternates will be selected from independent water districts. Current representatives from water districts whose terms expire are: Keith Coolidge (MWDOC), Sterling Fox (Yorba Linda WD), John Schatz (Santa Margarita WD) and Ron Van Blarcom, alternate, (Coastal MWD). The seat held by Bill Goodwin, alternate, (Los Alisos W.D.) is also vacant due to his election as the alternate special district member to LAFCO.

ROBERT J. HUNTLEY
DIRECTOR
MUNICIPAL WATER
DISTRICT

SEWER DISTRICTS

ALTERNATE
SUSAN WILSON
REPRESENTATIVE OF
GENERAL PUBLIC

Two (2) regular representatives and one alternate will be selected from independent sewer districts. Current representatives from sewer districts whose terms expire are: Blake Anderson (CSDOC), Arlene Schafer (Costa Mesa SD) and Michelle Tuchman, alternate, (CSDOC).

ALTERNATE
TOM HARMAN
COUNCILMAN
CITY OF HUNTINGTON
BEACH

COMMUNITY SERVICES DISTRICT

ALTERNATE
PHILIP L. ANTHONY
DIRECTOR
ORANGE COUNTY
WATER DISTRICT

One (1) regular representatives will be selected from the community services districts. The current representative whose term expires is: Mary Buck (Capistrano Bay Comm. Serv.)

ALTERNATE
TODD SPITZER
SUPERVISOR
THIRD DISTRICT

All nomination forms and accompanying resumes and/or candidate statements must be returned to LAFCO by 5:00 p.m. on July 1, 1998. New members will be selected at the Independent Special Districts of Orange County (ISDOC) quarterly meeting on July 30, 1998. If you have any questions regarding the SDTAC or the nomination form, please call Joyce Crosthwaite at the LAFCO office 834-2556.

JANA M. SMITH
EXECUTIVE OFFICER

NOMINATION FORM

Candidate for
Special Districts Technical Advisory Committee Member
Local Agency Formation Commission (LAFCO)

TO: Independent Special District Selection Committee

The undersigned hereby nominates the person named below for the election of Special District Technical Advisor Committee member.

CANDIDATE INFORMATION: *Name of District*

Name of Candidate

Title *District*

*Type of District**

**Special District Technical Advisory Committee Members are selected by type of district, i.e., water, sewer, etc.*

SIGNATURE OF INDEPENDENT SPECIAL DISTRICT REPRESENTATIVE SUBMITTING NOMINATION:

Signature

Name (type or print)

Title
(Must be presiding officer or designated alternate member of board)

District

Date

_____ Check if resume or statement of qualifications is attached

DUE IN LAFCO OFFICE BY 5:00 P.M. ON JULY 1, 1998

Special Districts Technical Advisory Committee Bylaws Attached

**ORANGE COUNTY
LOCAL AGENCY FORMATION COMMISSION
SPECIAL DISTRICTS TECHNICAL ADVISORY COMMITTEE
BYLAWS**

**SECTION I
FORMATION AND PURPOSE**

A. Authorization for Formation

Local Agency Formation Commission "Authorization of staff to work with the independent special districts of Orange County to prepare a draft of rules and regulations [bylaws] establishing a special district advisory committee" dated October 5, 1995.

B. Statement of Purpose

Recognizing the diversity of special districts and the need for knowledgeable recommendations to the Orange County Local Agency Formation Commission (LAFCO), the Commission hereby creates the Orange County LAFCO Special Districts Technical Advisory Committee. The purposes of the Committee are to:

1. Assist LAFCO in the performance of its duties by (1) reviewing, before consideration by the Commission, those proposed boundary changes, spheres of influence adoption or amendment, or other special studies that affect special districts and require technical insight and expertise, and (2) making recommendations to the Commission.
2. Identify areas of potential conflict between cities, county service areas, and special districts and facilitate voluntary resolution of those conflicts rather than by formal action of LAFCO.
3. Comment on any other issues brought forward by LAFCO staff, recommended by the Commission for Special Districts Technical Advisory Committee review or raised by the Special Districts Technical Advisory Committee itself.

**SECTION II
MEMBERSHIP**

A. Composition

The Orange County LAFCO Special Districts Technical Advisory Committee shall consist of twelve (12) members and five (5) alternates. Members shall consist of staff or elected officials from special districts. They shall be selected with a formula that is based upon the direct proportion of special district categories in Orange County, with at least one member from each type of district to ensure a diversity of skills and occupations. (For example, water districts make up a particular percentage of special districts in Orange County: Their representation would be in proportion to their percentage of the total).

Membership is restricted to those special districts located entirely within Orange County, or

Special Districts Technical Advisory Committee Bylaws
Page 2

those in which Orange County is its principal county. The County of Orange shall be permitted a nonvoting representative, who shall be appointed by the County Chief Executive Officer. The League of Cities shall be permitted two (2) non-voting representatives who shall be staff of two Orange County cities.

B. Selection Procedure

Members of the Special Districts Technical Advisory Committee shall be selected by the Independent Special District Selection Committee of Orange County, as constituted in Government Code Section 56332. If a vacancy occurs subsequent to a regular election, and more than sixty (60) days prior to the next regular election, the Committee chairperson may make an interim appointment until the next regular election.

C. Term of Membership

Members shall serve two-year terms that will expire on May 31. Members may serve more than one term. The term of membership shall be staggered in such a manner that the Independent Special District Selection Committee of Orange County shall select one-half of the members of the Special Districts Technical Advisory Committee each year.

D. Termination of Membership

Any member may be removed at any time and without cause by a majority vote of the Independent Special District Selection Committee. A member may be removed if he or she is absent from four (4) consecutive meetings. A member shall be ineligible to continue as a member if he or she ceases to be a staff person or board member of his or her special district

**SECTION III
OFFICERS**

A. Number and Selection

The officers of the Committee shall be Chairperson, Vice Chairperson, and Secretary. The Committee may create and appoint such additional officers as may be necessary to carry out the work of the Committee. The officers shall be chosen annually at the regular June meeting, or the first regular meeting held thereafter. Each officer shall hold office until resignation, removal, other disqualification to serve, or until a successor has been chosen.

B. Duties of the Chairperson

The Chairperson shall preside at all meetings of the Committee, appoint members and provide instructions to all subcommittees. The Chairperson, the Vice Chairperson, or other designated committee member may attend and represent the Committees at any meeting of LAFCO.

C. Duties of the Vice Chairperson

In the absence of the Chairperson, the Vice Chairperson shall perform all of the duties of the

Special Districts Technical Advisory Committee Bylaws
Page 3

Chairperson. The Vice Chairperson shall also preside as the Chairperson of all subcommittees and shall report to the Chairperson on the progress of the subcommittee's activities.

D. Duties of the Secretary

The Secretary shall be a nonvoting member of the Advisory Committee and a member of the LAFCO staff and shall (1) set agenda items; (2) prepare and mail agendas and other notices to the Committee; (3) take, transcribe, and distribute minutes of committee meetings; and (4) perform such other tasks as are necessary to conduct the business of the Committee.

**SECTION IV
MEETINGS/PLACE OF BUSINESS**

A. Notice

All regular and special meetings of the Special Districts Technical Advisory Committee shall be posted, noticed, and conducted in compliance with the Ralph M. Brown Act.

B. Time and Place of Meeting

Regular meetings of the Special Districts Technical Advisory Committee shall be scheduled on the third (3rd) Thursday of each month. Special meetings may be called at any time by the Chairperson or by seven (7) of the committee members. Meetings shall commence at 1:30 p.m., or as soon thereafter as a quorum is present, whichever occurs sooner. The specific meeting place will be the County Sanitation Districts of Orange County or as determined by the Committee.

**SECTION V
VOTING**

A. Vote Entitlement

Each committee member shall be entitled to one vote, even though that member may be a board member or staff person of more than one special district.

B. Quorum

The presence of seven (7) or more members shall constitute a quorum for the transaction of business at any regular or special meeting of the Committee.

C. Number of Votes Required to Carry Action

Adoption of any recommendation or other action shall require a majority affirmation vote. When seven (7) or fewer votes are cast, a minimum of four (4) affirmative votes shall be required to carry action.

D. Disqualification

When a committee member is a staff person of a district that is a subject district of a proposal

Special Districts Technical Advisory Committee Bylaws
Page 4

(as defined by Government Code Section 56077), that member shall be disqualified from voting on the Committee's action regarding that proposal.

**SECTION VI
SUBCOMMITTEES**

The Advisory Committee may create such subcommittees as the business of the Committee may require, each of which shall exist for such period and have such authority and perform such duties as the Committee from time to time determines.

**SECTION VII
PLACE OF BUSINESS**

The principal business office of the Special Districts Technical Advisory Committee is at LAFCO, 12 Civic Center Plaza, Room 235, Santa Ana, California 92701.

**SECTION VIII
AMENDMENT**

These bylaws may be amended by a majority vote of the Commission at any regular or special meeting.

**SECTION IX
FEES AND EXPENSES**

LAFCO shall not be responsible for payment of fees or expenses incurred by Committee members who attend meetings. Districts from which Committee members are appointed will share in costs.

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *Edm*
SUBJECT: Review Library Revenue Issues, including whether to renew the services contract with California Advocates for legislative information services; and continue the discussion of the feasibility of Library Parcel Tax ballot issue reductions.
DATE: June 16, 1998

BACKGROUND:

Library Revenue Issues

At its Meeting on April 15, 1997, the Board requested that an item for the discussion of Library Revenue Issues be included on each Agenda.

1. Property Tax

The issue of the return of the ERAF property taxes to cities, counties and special districts appears to be completely dead with the California Legislature. Cities and Counties have turned their full attention to the potential repeal of the Vehicle License Fees, which could cause them to experience a 10% shortfall in local revenues. They are *totally* distrusting (with excellent reasons based on past experience) of the State's claim that Vehicle License Fee shortfall will be "back filled" by other State money.

Linda LaQuire's report on Placentia Library District's request to Assemblyman Ackerman's Office for property tax relief has been completed and submitted. Sheron Violini told me last week that they are looking for a creative solution to our situation.

There is a special bill before the Legislature that may give Placentia Library District a very small share of some residual utility tax money from Orange County.

2. State Funds

The Public Library Fund has been recommended by the Senate for full funding. The full funding amount for Placentia Library District is approximately \$70,000. This budget item is now going to the joint committee. CLA is hopeful that the final resolution will be between \$1 per capita, about \$50,000 for Placentia, and full funding. *It is really important that letters of support be provided for this issue whenever they are requested.*

Letters of support are also needed for the Literacy appropriation. Placentia Library District receives matching funds from this program.

3. Local Revenues

The contract with the new overdue collection agency has been processed. We should be transferring to their services within 60 days.

Parcel Tax Election Considerations

A report of library issues on the June 2, 1998 ballot is Attachment A.

Orange County Bankruptcy Disbursements

Cash payment from the recent Orange County Bankruptcy settlements should not be expected for 18 to 24 months.

RECOMMENDATION:

Give direction for future action.

CSL Library Develop, 02:32 PM 6/4/98 -, Attention: Library Director

X-POP3-Rcpt: plalibd@home
Date: Thu, 4 Jun 1998 14:32:33 -0700 (PDT)
From: CSL Library Development Services <cslllds@library.ca.gov>
X-Sender: cslllds@agency.ceres.ca.gov
To: l-director@library.ca.gov
Subject: Attention: Library Director


This message has been forwarded to System Coordinators

MIXED RESULTS AT BEST FOR PUBLIC LIBRARIES ON THE JUNE BALLOT

The State Library has identified five library measures on the June 2, 1998 ballot. Of these measures, only two (40%) were successful. All of the ballot measures were for sales tax increases on a county-wide basis. While the vote count isn't official yet, the following table shows what appears to be the results:

Jurisdiction	Percentage	Pass/Fail	Type of Tax
Nevada Co.	69.3%	Passed	1/8 Sales Tax
Solano Co.	67.9%	Passed	1/8 Sales Tax
Contra Costa Co.	64.3%	Failed	1/8 Sales Tax
San Benito Co.	54.6%	Failed	1/8 Sales Tax
Humboldt Co.	51.3%	Failed	1/4 Sales Tax






PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director 
SUBJECT: Status Report on Strategic Plan for Placentia Library District
DATE: June 16, 1998

BACKGROUND:


As of June 13 we have received 27 confirmations – all of the Library Board, all of the Foundation Board and 7 of the 11 Friends Board Members. Only one staff member is scheduled to be absent.

Each of the Trustees has been assigned to his/her own lunch and discussion group:


-  Peggy Dinsmore will be with David Hiskey, Bob Olson, Renee Scott, Julie Shook and Jerry Conn.
-  Ray Evans will be with Jane De Jovine, Nita Godwin, Suad Ammar, and Cheryl Willauer.
-  Robin Masters will be with Al Penry, Barbara Hemmerling, Cindy McClain and Charlene Dumitru. (Al Gobar will have lunch at your table.)
-  Jean Pappas will be with Pat Irot, Camille Himes, Katie Matas and Peggy Burkich. (Elizabeth Minter will have lunch at your table.)
-  Sandra Stark will be with M. A. McHenry, Frances Stoller, Cyrise Smith, and Esther Guzman. (Joyce Rosenthal will have lunch at your table.)

Joyce Rosenthal and I will be available to assist with group discussions or answer questions.

The Committee of the Three Presidents is recommending that the following expenses for the Strategic Planning Workshop on June 20, 1998 be paid from the County Exempt Fund:

-  Food – morning reception, morning break, lunch, afternoon break.

The lunch will be catered in the Library. Total estimated to be \$25 per person for the day. The total number of participants, including the facilitator and luncheon speaker is estimated to be 30, for a total of \$750.

-  Honorariums for luncheon speaker and facilitator, \$200 apiece.

RECOMMENDATION:

Approve payment from the County Exempt Fund for food expenses not to exceed \$750.00, and honorariums for luncheon speaker and facilitator not to exceed \$400.00.

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *EDM*
SUBJECT: Fiscal Year 1998-99 Budget
DATE: June 16, 1998

BACKGROUND:

At its May 19, 1998 Regular Meeting the Library Board reviewed the preliminary revenue budget for Fiscal Year 1998-99.

Despite the modest anticipated growth in the property tax revenues the erosion of State Library subsidies continues to be a major concern.

The news from Sacramento is that the State Budget will be late again this year. Since there are several items in the State Library budget that may significantly impact Placentia's revenue I continue to recommend that the District Budget not be finalized until the State Budget is adopted.

The Orange County Employees Association has notified me that they want to commence the meet and confer process. The first negotiation session is scheduled for June 23. The salary schedule for MOU personnel will not be presented until the MOU has been completed and adopted by the Library Board.

Attachment A is the proposed salary schedule for the Exempt Personnel. It contains the following:

- A 2% increase for all exempt staff except Page and Library Aide
- Page hourly rate is in compliance with California minimum wage requirements and no change is recommended
- Library Aide base hourly rate is increased from \$6.14 to \$6.50 in order to re-establish the spread between the maximum rate for Page at \$6.25 to the beginning rate for Library Aide.

The Library Aide rate is on a 10-step scale, which reaches a maximum of \$8.32.

RECOMMENDATIONS:

1. Motion to Continue the spending authorization of the Fiscal Year 1997-98 Budget until September 30, 1998, pending adoption of the State Budget. *- Jan / Feb.*
2. Adopt Salary Schedule for Exempt Employees effective July 1, 1998. *Carol / Feb.*
3. Continue discussion of the Fiscal Year 1998-99 Budget to the July Regular Board Meeting.

Jan / Feb.



PLACENTIA LIBRARY DISTRICT
Salary Scale for Fiscal Year 1998-1999
effective July 1, 1998

	1	2	3	4	5	6	7	8	9	10
ADMIN. HR	14.61	14.96	15.35	15.73	16.12	16.52	16.94	17.36	17.80	18.68
ASST. PP	1,168.51	1,197.07	1,228.08	1,258.27	1,289.28	1,321.92	1,355.38	1,388.83	1,423.92	1,494.10
AN	30,381.31	31,123.87	31,930.08	32,715.07	33,521.28	34,369.92	35,239.78	36,109.63	37,021.92	38,846.50
MO	2,531.78	2,593.66	2,660.84	2,726.26	2,793.44	2,864.16	2,936.65	3,009.14	3,085.16	3,237.21
PRINCIPAL HR	24.11	24.74	25.35	25.98	26.62	27.29	27.98	28.67	29.40	30.86
LIBRARIAN PP	1,929.02	1,978.80	2,027.76	2,078.35	2,129.76	2,182.80	2,238.29	2,293.78	2,351.71	2,468.40
AN	50,154.62	51,448.80	52,721.76	54,037.15	55,373.76	56,752.80	58,195.49	59,638.18	61,144.51	64,178.40
MO	4,179.55	4,287.40	4,393.48	4,503.10	4,614.48	4,729.40	4,849.62	4,969.85	5,095.38	5,348.20
LIBRARY HR	37.87									
DIRECTOR PP	3,029.81									
AN	78,775.01									
MO	6,564.58									
LIBRARY AIDE HR	6.50	6.66	6.83	7.00	7.18	7.36	7.54	7.73	7.92	8.32

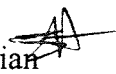
PAGES	Starting Wage	6 Month	1 Year
	5.75	6.00	6.25

Signature: _____ Date: May 19, 1997

Ray Evans, Secretary



TO: Elizabeth Minter, Library Director

FROM: Suad Ammar, Principal Librarian 

DATE: June 16, 1998

SUBJECT: **Collection Evaluation**

BACKGROUND:

The "Collection Evaluation" exercise is a powerful collection development tool. Libraries use this tool to measure the strengths and the weaknesses of their collections, and to determine what new materials need to be added, what existing materials need to be updated, mended or weeded to develop collections that best serve the needs of their communities. This process is work intensive, time consuming and requires professional judgement and knowledge of the collection and most importantly, the community and its needs.

The last time Placentia Library's collection was evaluated was in November of 1992, immediately before the major budget cuts, and as a result weeding was the only major task performed.

Using seventy five percent of Cindy McClain's, Cyrise Smith's and my time in addition to 96 hours of substitute time, the job was completed in three weeks applying the following procedures:

After developing work sheets that reflect the various Dewey Decimal areas, two methods were used to determine the specific needs in these specific areas. In general a book was judged as **recent** if it was published between 1990 and 1998 except for more time sensitive subjects like computer science, applied and pure sciences, medicine and travel.

- 1- Check the subject that is being evaluated **in the catalog** to determine:
 - a. How many titles there are in the system.
 - b. How many titles are owned by Placentia Library.
 - c. How many recent titles are in the system.
 - d. How many recent titles are owned by Placentia Library.
 - e. What are the percentages of what is owned by Placentia vs. The System.
 - f. How many titles will it take to bring Placentia to own the equivalent of a third of what is in the system.
 - g. Averaging the price of the most recent book in this area, how much will it cost to meet that level.

2- Check **the shelves** in these areas and:

- a. Count the number of books on the shelves
- b. Count recent titles.
- c. What is the percentage of recent to outdated.
- d. How many books are needed to bring the number of recent titles to an acceptable level, by comparing these findings to the catalog findings.

As already stated, this was a time consuming process, but it is very close to the universal method used by other libraries. Checking the shelves alone does not account for what is in circulation and checking the catalog alone does not account for what is "Missing" or "Not Returned" or simply not available, combining the

Only the Adult and Children's Circulating Non-Fiction collections were evaluated. The findings of this study reflect a major deficiency in ALL areas of both collections. Acquisitions during the last five years have been a stop gap measure that, while adding a few titles to a variety of subject areas, fell short of maintaining the collection as a whole. Major back-up information, when books were not available, came from the Magazine Index, and lately, the Internet.

Areas that proved to need **immediate** attention were:

- 1- Computer Science and Programming
- 2- Social sciences, especially, Social Groups, Culture, Political Science, Civil Rights, Immigration, Criminal and Labor Law, Career Planning, Foreign Policy, Education, Drug Use and Addictions
- 3- Astronomy, Earth Sciences, Biology.
- 4- Applied Sciences especially, Health, Reproduction, Diseases, Gynecology, Electronic and Electrical Sciences and Automotive repair.
- 5- Art
- 6- Travel (States and Countries). History, Native Americans, California, Eastern Europe and most recent developments in other areas of the world.

This is not to say that the rest of the subject areas are in satisfactory condition, on the contrary, there is a great need to upgrade the collections as time and funds allow, in these areas the Recommended Maintenance Budgets may be greater than the Recommended Update Budgets

RECOMMENDATION:

The Recommended Update Budget needed to reach the goal set by this study is: \$141,387.00
The Recommended Maintenance Budget needed for this goal is: \$51,440.00

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *EdM*
SUBJECT: Performance Review for Library Director
DATE: June 16, 1998

BACKGROUND:

At its meeting on May 19, 1998 President Dinsmore will present the Library Board's Preliminary Performance Evaluation for the Library Director.


At its Worksession on May 24 the Board received the Library Director's response to the Evaluation.

At this time the Board needs to finalize the Evaluation and adopt the Library Director's goals for the next review period.

RECOMMENDATION:

Adopt the Library Director's performance goals for the next review period.

TO: Elizabeth Minter, Library Director

FROM: Suad Ammar, Principal Librarian 

DATE: June 16, 1998

SUBJECT: **Collection Evaluation**

BACKGROUND:

The "Collection Evaluation" exercise is a powerful collection development tool. Libraries use this tool to measure the strengths and the weaknesses of their collections, and to determine what new materials need to be added, what existing materials need to be updated, mended or weeded to develop collections that best serve the needs of their communities. This process is work intensive, time consuming and requires professional judgement and knowledge of the collection and most importantly, the community and its needs.

The last time Placentia Library's collection was evaluated was in November of 1992, immediately before the major budget cuts, and as a result weeding was the only major task performed.

Using seventy five percent of Cindy McClain's, Cyrise Smith's and my time in addition to 96 hours of substitute time, the job was completed in three weeks applying the following procedures:

After developing work sheets that reflect the various Dewey Decimal areas, two methods were used to determine the specific needs in these specific areas. In general a book was judged as **recent** if it was published between 1990 and 1998 except for more time sensitive subjects like computer science, applied and pure sciences, medicine and travel.

- 1- Check the subject that is being evaluated **in the catalog** to determine:
 - a. How many titles there are in the system.
 - b. How many titles are owned by Placentia Library.
 - c. How many recent titles are in the system.
 - d. How many recent titles are owned by Placentia Library.
 - e. What are the percentages of what is owned by Placentia vs. The System.
 - f. How many titles will it take to bring Placentia to own the equivalent of a third of what is in the system.
 - g. Averaging the price of the most recent book in this area, how much will it cost to meet that level.

2- Check **the shelves** in these areas and:

- a. Count the number of books on the shelves
- b. Count recent titles.
- c. What is the percentage of recent to outdated.
- d. How many books are needed to bring the number of recent titles to an acceptable level, by comparing these findings to the catalog findings.

As already stated, this was a time consuming process, but it is very close to the universal method used by other libraries. Checking the shelves alone does not account for what is in circulation and checking the catalog alone does not account for what is "Missing" or "Not Returned" or simply not available, combining the

Only the Adult and Children's Circulating Non-Fiction collections were evaluated. The findings of this study reflect a major deficiency in ALL areas of both collections. Acquisitions during the last five years have been a stop gap measure that, while adding a few titles to a variety of subject areas, fell short of maintaining the collection as a whole. Major back-up information, when books were not available, came from the Magazine Index, and lately, the Internet.

Areas that proved to need **immediate** attention were:

- 1- Computer Science and Programming
- 2- Social sciences, especially, Social Groups, Culture, Political Science, Civil Rights, Immigration, Criminal and Labor Law, Career Planning, Foreign Policy, Education, Drug Use and Addictions
- 3- Astronomy, Earth Sciences, Biology.
- 4- Applied Sciences especially, Health, Reproduction, Diseases, Gynecology, Electronic and Electrical Sciences and Automotive repair.
- 5- Art
- 6- Travel (States and Countries). History, Native Americans, California, Eastern Europe and most recent developments in other areas of the world.

This is not to say that the rest of the subject areas are in satisfactory condition, on the contrary, there is a great need to upgrade the collections as time and funds allow, in these areas the Recommended Maintenance Budgets may be greater than the Recommended Update Budgets

RECOMMENDATION:

The Recommended Update Budget needed to reach the goal set by this study is:	\$141,387.00
The Recommended Maintenance Budget needed for this goal is:	\$51,440.00

TO: Elizabeth D. Minter, Library Director

FROM: Library Board of Trustees

DATE: June 16, 1998

ES

SUBJECT: Evaluation of Library Director

Last year the Library Board felt that you exceeded expectations in nearly all areas considered by our evaluation. We would not alter any of the comments we made in that evaluation since we recognize your continuing superior service to the Library and our community.

At that time we made two recommendations. We would like to hear how these suggestions were addressed. One concerned the proper method of addressing personnel complaints. The other was that you devise a mechanism to allow our Staff to voice concerns anonymously.

This year we have several recommendations and comments. For this next year the primary goal should be the strategic plan, starting June 20, 1998 and ending June, 1999. A second goal would concern the volunteer program.

The Board would like to know the structure of our volunteer program, how we currently use our volunteers, and suggestions for strengthening this program.

We do realize you work very hard as our Library Director and we share your frustration with ongoing budget difficulties. Most of our frustration is directed at the inadequacy of our collection; as a result our public is not being served as well as they were in the past. The entire Board feels that the primary goal for the future must be the improvement of the collection. To reach this goal we would like to see a strong evaluation of our print media adequacy. We would like to be informed of the Staff's view on the future of our circulation non-fiction prior to the adoption of the 1998-1999 budget.

After the Board workshop session on May 24, 1998, this evaluation was undertaken with great expenditure of time (75% of Suad Ammar's, Cindy McClain's, and Cyrise Smith's, plus 96 hours of substitute time) and is not complete. You and the Staff are to be commended on this goal's accomplishment.

As Board President, I wish to thank you personally for your guidance and time. I have enjoyed the responsibility and feel we share a common devotion to our Placentia Library.














Prepared by: Peggy Dinsmore, Library Board President



PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Peggy Dinsmore, President
FROM: Elizabeth D. Minter, Library Director *edm*
SUBJECT: **Projects Scheduled for Fiscal Year 1998-99**
DATE: June 16, 1998

Per your request the following is a list of the personal work projects that I have scheduled for Fiscal Year 1998-99:

-  12 Montly reports and Library Board meeting preparations
-  Strategic Plan, June until completed
-  Finalize Budget Documents for Orange County Auditor, August
-  Foundation Annual Giving Campaign, July - September
-  Foundation Direct Mail Campaign, July - September
-  4 issues of *Notations* for Foundation and Friends, July, September, November, January
-  Friends Membership Campaign, November - December
-  Staff support to Foundation Major Gifts Committee, directed by Committee schedule
-  Staff support to Foundation Grant Committee, directed by Committee schedule
-  4 Foundation Board meeting preparations, September, November, January, May
-  Staff support to Foundation Donor Reception, October - November
-  Staff support to Friends Author's Brunch, November - March
-  Coordinating transition to new hardware configuration for Anaheim Library Consortium, on demand as directed by decisions at Anaheim Library

*Pending - personnel handbook revision (Jul - Aug)
- other Board policies -*



TO: Elizabeth D. Minter, Library Director

FROM: Library Board of Trustees

DATE: May 19, 1998

SUBJECT: Evaluation of Library Director - Preliminary

Last year the Library Board felt that you exceeded expectations in nearly all areas considered by our evaluation. We would not alter any of the comments we made in that evaluation since we recognize your continuing superior service to the Library and our community.

At that time we made two recommendations. We would like to hear how these suggestions were addressed. One concerned the proper method of addressing personnel complaints. The other was that you devise a mechanism to allow our Staff to voice concerns anonymously.

This year we have several recommendations and comments. The Board would like to know the structure of our volunteer program, how we currently use our volunteers, and suggestions for strengthening this program.

We do realize you work very hard as our Library Director and we share your frustration with ongoing budget difficulties. Most of our frustration is directed at the inadequacy of our collection; as a result our public is not being served as well as they were in the past. The entire Board feels that the primary goal for the future must be the improvement of the collection. To reach this goal we would like to see a strong evaluation of our print media adequacy. We would like to be informed of the Staff's view on the future of our circulation non-fiction prior to the adoption of the 1998-1999 budget.

Members of the Board would like to see the Director as the prime mover in obtaining more money, both short-term and long-term by adopting an aggressive approach to outside funding. We welcome innovative positive solutions which may necessitate redirection of focus. By adopting a more aggressive approach to outside funding, the Board will understand the necessity to substitute these priorities for other activities.

As Board President, I wish to thank you personally for your guidance and time. I have enjoyed the responsibility and feel we share a common devotion to our Placentia Library.

Prepared by: Peggy Dinsmore, Library Board President



PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *edm*
SUBJECT: Response to Performance Review for Library Director
DATE: May 24, 1998

BACKGROUND:

At its May 19, 1998 Regular Meeting the Library Board of Trustees presented me with its "Evaluation of Library Director-Preliminary" and requested a response.

The performance evaluation process for the Library Director, as implemented by the Library Board of Trustees during the past two years, has been highly stressful and demoralizing to me.

In April and May of this year the Board spent 4 hours and 40 minutes in closed session discussing my evaluation. Such deliberations are strictly and specifically limited by the Brown Act to discussion of actual performance, and may not include discussion of salary or goal setting. Thus, I can only conclude that you believed that you had 4 hours and 40 minutes of issues to resolve before including me in your process.

The time that the Board spends in closed session discussing the Library Director's evaluation is a matter of public record, as is any report or document presented at a public meeting. Your deliberations send a message to the public and the staff. Your non-verbal message during the past two years has been neither positive nor supportive.

At the present time I am feeling quite overwhelmed with the schedule we have ahead of us during the next several months.



The joint strategic planning process begins on June 20. I need to be finalizing a major presentation on the State of the Library as the keynote presentation for that day. I had intended that project to be my focus this weekend instead of preparing for a Board workshop.



The expenditures budget for Fiscal Year 1998-99 is due at the June Board Meeting and the revenue picture is far from settled.



Legislative funding issues are popping up on a weekly basis and will continue to do so until late summer. Many of them need follow-up letters or telephone calls and I do not have any confidence that the Library Board Members are helping with this.



The Foundation Direct Mail and Annual Giving Campaigns are schedule for July and August. This year I am expected to do all of the coordinating with the mailing house as well as coordinating the letter preparation and database review.

On May 19 in its Evaluation Report the Board told me that it wants to see a strong evaluation of the Library's print media adequacy, and to be informed of the Staff's view on the future of our circulation non-fiction prior to the adoption of the 1998-99 budget in June. This is a major project that will serve only to restate the obvious – the collection suffers in all areas from five consecutive years of under-purchasing. The Staff has the statistics and intellectual capabilities to prepare such an analysis. The Board has the authority to request such an analysis. To accomplish this project staff attention will have to be from preparing for the Strategic Planning process and Foundation activities – we do not have significant chunks of unassigned time to spend on additional projects.

I am perplexed by the comment that the Board would like to see the Director as the prime mover in obtaining more money, both short-term and long-term by adopting an aggressive approach to outside funding. What do you think I have been doing for the past four years? Do I get no credit for any of the accomplishments to date – annual author's brunch, increased Friends membership and contributions, annual giving campaign, newsletter for donors, support of corporate gifts program, support of planned giving program, database and donor records, etc.



As the director of a public agency I walk a very fine line in fund raising. I must constantly guard against creating an ambiance that the Library is only for people who contribute money.



Am I to compete with the Foundation or work with it? Presently I struggle to keep the Foundation Directors in the forefront of all fund raising accomplishments, no matter how deeply involved the staff has been in the background.



The staff and I are already overextended in the fund raising support area as it takes significant time away from our public library duties. In January, I told the Foundation Board that it needs to provide funding for a Development Director by January 1999. I also suggested a method of raising the funds to pay for this position. Thus far, the Foundation has not started to work on this project.

Fund Raising takes good people skills. Donors give to people. I could certainly use the help of the Library Trustees and Foundation Directors in attending community events to keep the needs of the Library in front of community leaders – Chamber Breakfasts, Chamber Mixers, H.I.S. House activities, City activities, Heritage Day activities, church activities, Friends activities, etc. Right now from the two boards Peggy Dinsmore is the only one who is doing this in Placentia on a regular basis.

I want to manage a public library. I need to work on staff development and training, I need to work on program development, and I need to work on public information. I need to pay more attention to building maintenance issues.

The investment of staff time by providing clerical and organization assistance to the Library's support groups is a sound investment in the Library's future. As these organizations grow and prosper the Library will benefit financially. However, we are being challenged to provide this support at a time when staff time available is at a minimum. During the past year Cheryl

Willauer was supposed to be 50% in technical services and 50% in volunteer (and support groups) services. In reality, her time has been 90% with support groups and volunteers, and 10% technical services. I am not suggesting that we change this, I am stating that we are already stretched in this area.

Last year the Board suggested that I devise a mechanism to allow staff to voice concerns anonymously. At that time I explained to the Board that the District has a suggestion box, which is open to the public, and the formal complaint/grievance process established by the Board. I told you that further modification of the complaint process to invite anonymous complaints is not appropriate for a public agency that needs to be scrupulous about due process. The Library Board cannot sit as an impartial review board for personnel complaints if it is formally or informally part of the complaint receiving process. *I am today formally advising you to consult with an experienced public sector employment attorney before you continue down this path.*

Some libraries, we did this in Dubuque, as part of an overall planning process will contract with a personnel consulting firm like Banning and Baker to have a staff satisfaction study done. This information is collected and reported in such a way that individuals remain anonymous. These studies cost several thousand dollars and, if they are designed well, can give good feedback to the organization. At this point in time I cannot justify recommending the expense.

The Board members should be expecting staff unrest/dissatisfaction in any period of radical change. During the past five years Placentia Library has gone through three layoff procedures and the decimation of its book budget. We have had a failed tax measure. We have had to adjust to the changing technology of the way information services are provided. These issues have been hard for everyone on the staff and the Board is not being helpful when it expresses an interest in receiving confidential communications from disgruntled employees. I need to keep the staff focused on the future, not what used to be. We don't have the time or resources to spoon-feed every change, and some staff members, especially part-timers, sometimes have to change their ways of doing things when they do not want to change.

The concerns that I have are not based on the issue of salary. They are based on the issues of job expectations and satisfaction.

We have had five difficult years in a row with no relief in sight. Every time a staff related issue comes before the Board all they hear is that restoring the book budget is more important than their working conditions. Last year I requested a change in the vision plan that would have cost the District about \$600. It was unanimously refused by the Board. In light of the fact that I had just told the Board that I was not interested in any type of salary adjustment because of the condition of the book budget, we were all very disappointed that the Board would not provide this small benefit adjustment to the entire staff.

I continue to be opposed to any salary adjustment or bonus for me while there is no upward movement in the book budget. However, I would like to know if the Board considers me to be at the absolute top of my salary expectation or whether it intends to develop some type of compensation plan that I can consider as an incentive.



LIBRARY DIRECTOR

DESCRIPTION

Under authority of the Board of Trustees, has overall responsibility for the management and administration of the District. Is expected to exercise considerable independent judgment in the performance of work tasks. Plans, organizes, directs, evaluates, and reviews the Library's resources, services, programs, and staff. Interprets library services, programs, and resources to citizens, organizations, governmental agencies and other libraries. Performs other duties as required.

TYPICAL TASKS

Directs, coordinates, and reviews the activities of the various library departments concerning personnel, resources, equipment, services, and programs. Prepares the library budget for Board review and administers the adjusted budget. Serves as liaison between the Library District, other libraries, organizations, and individuals in the community in order to aid in the development, coordination, and classification of the library program. Plans and organizes the development of long-range library building programs, additions to library services, and related activities. Recruits, interviews, selects, and evaluates the performance of library personnel. Conducts labor negotiations. Directs and coordinates the public relations activities of the library. Participates in Library Board meetings by preparing the agenda, presenting policy matters for Board review, and writing Board minutes. Formulates library personnel policies for Board review, plans and organizes training programs, and is responsible for personnel actions, work assignments, and related matters. Prepares and submits reports of library activities to the Library Board, to the State Library of California, and to other governmental agencies as required. Plans and directs the acquisition, implementation, and usage of data processing systems.

EMPLOYMENT STANDARDS

Education: Equivalent to a Masters Degree in Library Science from a library school accredited by the American Library Association.

Experience: Five years of varied experience as a full time professional librarian in a public library, including extensive experience in a supervisory capacity.

Knowledge and abilities: Extensive knowledge of: the principles and practices of modern librarianship; principles and practices of supervision and employee relations; and modern principles and techniques of planning, administering, and appraising a library program. Ability to: relate library services to the needs of the community; administer budgetary, personnel, and public relations activities; prepare written and oral reports; and establish and maintain effective working relationships with the Board, employees, the public, and representatives of other agencies.



PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *edm*
SUBJECT: 1998 Staff Appreciation Dinner
DATE: June 16, 1997

BACKGROUND:

The 1997 Staff Appreciation Dinner was held at Sophia's Restaurant on Thursday, July 17 at 6:30 P.M.

The Friends Board at its meeting on June 1 approved payment of half of the dinner expenses for 1998 up to \$350.

In 1997 the following were invited to attend:

- Current and retired Library Staff.
- Volunteer Paul Deputy and Ilse Deputy.
- Library Trustees
- Friends Directors
- Foundation Directors



The normal attendance is about 32.


Last year the staff indicated that a Thursday evening at 6:30 P.M is its preferred time.

RECOMMENDATION:

Set a date, location and budget for the Staff Appreciation Dinner

\$350

Jul 23 edm

TO: Elizabeth Minter, Library Director
 FROM: Suad Ammar, Principal Librarian 
 DATE: June 16, 1998
 SUBJECT: **Program Committee Report for the Month of May 1998**

PLACENTIA LIBRARY DISTRICT		
PROGRAM STATISTICS		
DEPARTMENT	MAY 1998	
	# of Programs	#of Attendees
<i>LITERACY SERVICES</i>		
Citizenship Exam	1	20
Conversation Group	1	1
Tutor Training	4	15
<i>CHILDREN'S SERVICES</i>		
Storytimes 2-3 years	4	52
Storytimes 4-6 years	4	60
Lapsits	4	42
SRP School Visits	4	3034
Class Visits	4	64
Class Visits	6	91

TO: Elizabeth Minter, Library Director

FROM: Cyrise Smith, Children's Librarian *CMS*

DATE: June 16, 1998

SUBJECT: May activities in the Children's Department

Programming- May saw the end of the spring storytime schedule. There were a total of 13 programs this month with 67 children and 36 adults attending. As shown in the program committee report, the breakdown per storytime is as follows:

TYPE OF PROGRAM	NUMER OF PROGRAMS	TOTAL ATTENDANCE
Lapsits for under 2 years	4	11 children / 10 adults
2 – 3 year old storytimes	4	31 children / 21 adults
4 – 6 year old storytimes	4	25 children / 5 adults
TOTALS	12	67 children / 36 adults

Class/Group visits- Class visits from local schools continued. 4 classes visited the library this month, with a total of 64 children using the library and it's services.

Summer Reading Program- Plans for the Summer Reading Program are almost completed. Our teen volunteer schedule has been finalized, and 15 teens have been scheduled to work during the Summer Reading Program. Our bulletin boards are all in place, put together by a group of 5 volunteers.

Summer Reading Program School Visits- School visits to promote the Summer Reading Program began this month. Four Placentia Elementary schools have been visited, telling approximately 3034 children about the Summer Reading Program. Thanks to my volunteers: Pat Irot, Kay Suiter, Donna Bass, Peggy Dinsmore, and Peggy Thomas for helping out with the visits.

Other Items- The children's librarian attended the day in the park event put on by the Placentia Head Start program. The librarian read a story to the children and then organized a puppet show of the same story, using children from the audience as the puppeteers. This show was performed 5 times over the course of the morning event, entertaining approximately 100 children.

Date	In Person	Phone	Total
1-May	0	0	0
2	0	0	0
3	38	3	41
4	41	1	42
5	42	2	44
6	23	2	25
7	22	0	22
8	0	0	0
9	0	0	0
10	32	3	35
11	34	1	35
12	31	1	32
13	36	1	37
14	30	1	31
15	0	0	0
16	0	0	0
17	27	2	29
18	34	1	35
19	45	2	47
20	34	2	36
21	23	2	25
22	0	0	0
23	0	0	0
24	0	0	0
25	0	0	0
26	39	5	44
27	26	4	30
28	19	2	21
29	0	0	0
30	0	0	0
31	30	2	32
May Totals	606	37	643

TO: Elizabeth Minter, Library Director
FROM: Cheryl Willauer, Library Assistant
DATE: June 16, 1998
SUBJECT: **Publicity materials produced for May 1998**

Information on the Placentia Library cable channel #53:

1. Placentia Library Trustees.
2. Library Hours.
3. Afghan for sale at Circulation Desk.
4. Friends of Placentia Library Huge Booksale
5. Literacy asking for volunteers to take the tutor training program.
6. Placentia Library Literacy Services offering INS-approved citizenship examination.
7. Friends of Placentia Library bookstore and on going sale in lobby.
8. Storytimes and lapsit programs for children.
9. Holiday Closing.
10. Summer Reading Program sign-ups start June 14

Newspaper articles published:

1. Katie Matas thanks the Rotary Club.
2. Understanding Living Trust seminar to be held at Library.
3. Friends of Placentia Library Board of Directors meet first Monday.
4. Friends of Library need volunteers.
5. Friends of Placentia Library Super Sale of Used Books.



pacific clippings

post office box 11789
santa ana, calif. 92711

Placentia News
Weekly MAY 21 1998

Hats off to Secure Horizons and its

337
I attended a Mother-Daughter Afternoon (wear a hat) Spring Tea with my mom over at Long Beach Memorial Hospital sponsored by Secure Horizons. It was one of those nice afternoons that only occasionally come along. You know, getting dressed up, wearing a hat, and having tea and triangle-cut cucumber sandwiches, a little class and culture with Mom. I learned a couple of things, too. I do not want to ever hear the words "Secure Horizons" (I may be over 50 but that doesn't mean I want to deal with it!) and "exercise program" used at the same time. I actually heard a group shudder and the sound of brains "logging off" following the words "exercise program." As far as I'm concerned those words are right up there with "IRS," "Ma'am," "Do you know why I stopped you?" and "Remember that raise?"

One mother-daughter team created and won the Most Unusual category. Both wore



large, wide-brimmed straw hats. The daughter decorated hers with all kinds of kitchen items: wooden spoons, whisks, colorful dish towels, flowers, oven mitts, potato peelers, etc. The mother's hat (readers, if you are not sitting down, sit!) had colorful knee highs hanging all around the brim along with panties, teddies and a bra. And wore a slip as a dress. I was

surprised.

SOUP IS... Had a bowl of soul-soothing, make-you-feel-warm-and-cozy even though it is raining cats and dogs outside, tomato veggie soup at Rembrandt's. Outstanding!

Java Contrale's newest entree: panini, an Italian-style lightly grilled sandwich. Lots of yummy choices. Stop by!

FIRE AND WATER: The council proclaimed May as Water Awareness Month and May 9 as Fire Service Recognition Day. Awards were presented to Autumn Humphrey (Southern California Water Company) and Division Chief Buck Henderson, Orange County Fire Authority. Fire and Water...was it just a coincidence they both were at the meeting at the same time?

HERE TO STAY: Brian of Brian's Beer and Billiards next to the new Lucky is NOT moving/closing. Please let everyone know! He told me in a phone message.

Dr. Robert Gene won theatre

tickets. The dad, not the son. Bud Steffen, what a lucky guy, won a \$35 50/50 drawing.

TESTIMONY: Placentia Library Literacy Coordinator Katie Matas thanked Rotarians for sponsoring the Library's adult literacy tutor training by purchasing training textbooks. She introduced John Corcoran, a former high school teacher who conquered his own illiteracy after leaving the teaching profession. Like many illiterate adults John graduated from high school because he was bright and able to hide his illiteracy from people around him. He talked about the clever tactics and schemes that the illiterate use to survive in a reading-based society, but stated that in the long run he wasn't all that clever and thanked all for their support of the library's program.

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O.C. Business Journal
Weekly MAY 11 1998

MONDAY MAY 18 1998

Career Options and Choices (Womens Focus) Tustin 6:30-7:30 p.m. Free (714) 731-8992
How to Get a Job in 45 Days (Woman's World) Santa Ana 6:30-8 p.m. Free (714) 836-5072
Building Industry Assn. of So. Cal meeting El Toro MCAS 11:30 a.m. \$40/\$50 (949) 224-0321
Understanding Living Trusts (Scott Bourdeais, atty) Placentia Library 7 p.m. Free (714) 541-9569

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Placentia News
Weekly MAY 21 1998

337 Friends of Placentia Library, 411 E. Chapman, Placentia, 528-1925. Ext. 269. Pat Irot, president. Meets 1st Monday of each month in the Conference Room of the library.

pacific clippings

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santa ana, calif. 92711

Placentia News
Weekly MAY 28 1998

Friends of Library in need of volunteers

The Friends of Placentia Library is now accepting applications for volunteers. Positions available include magazine processors, shelf readers, reference service aids, book menders, Internet trainers, paperback processors and bulletin board artists. Job descriptions are available by calling Cheryl Willauer at 528-1906 ext.201.

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The Register
Daily MAY 19 1998

PLACENTIA

The Friends of Placentia Library is now accepting applications for volunteers. Positions available include magazine processors, shelf readers, reference service aids, book menders, Internet trainers, paperback processors and bulletin board artists. Job descriptions are available by calling Cheryl Willauer at (714) 528-1906, Ext. 201.

- Marcela Rojas
(714) 704-3704

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Fullerton Observer
Weekly MAY 15 1998

- 15 & 16 — Friends of the Placentia Library Super Sale of Used Books,
Fri. 5pm to 7pm members only sale,
Sat. 9am to 4pm, regular sale with clearance. Buck-a-Bag from 2pm to 3pm, Placentia Library, 411 E Chapman Ave, Placentia.

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Placentia News
Weekly MAY 14 1998

FRIDAY

Friends of the Placentia Library will have their members only super sale of used books at the library, 411 E. Chapman Ave., from 5 p.m. to 7 p.m.

pacific clippings

post office box 11789
santa ana, calif. 92711

Placentia News
Weekly MAY 21 1998

Applications available for library volunteers

The Friend's of Placentia Library is now accepting applications for volunteers. Positions available include magazine processors, shelf readers, reference service aids, book menders, Internet trainers, paperback processors and bulletin board artists. Job descriptions are available by calling Cheryl Willauer at 528-1906 ext. 201.

TO: Elizabeth Minter, Library Director
FROM: Katie Matas, Literacy Coordinator *KM*
DATE: June 16, 1998
SUBJECT: **Placentia Library Literacy Services Report for the month of May**

Program Statistics

Active tutors: 59
Active students: 68
Students waiting to be matched: 20
Percentage of tutors reporting (May hours): 93%
Tutoring hours reported: 234
Other volunteer hours reported: 246
Total volunteer hours: 480

Citizenship Exam. The citizenship exam was administered Saturday, May 23, 1998. Twenty people took the exam. The next exam is scheduled for Saturday, June 20, 1998.

Conversation Groups. Twice-a-week conversation groups concluded May 3, 1998. The groups were led by an intern from California State University, Fullerton. New groups will be formed as volunteer leaders become available.

Tutor Training. The spring Tutor Training Workshop concluded May 26, 1998. Several of the new tutors have already begun meeting with their students.

Southern California Library Literacy Network (SCLLN). The March 12, 1998 meeting of SCLLN was held in San Diego and was attended by Literacy Coordinator Matas.

Other Networking Activities. Literacy Coordinator Matas represented PLLS at the Chamber Spring Business Showcase. Literacy materials were distributed at the Placentia City Open House.

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TO: Elizabeth Minter, Library Director
FROM: Katie Matas, Literacy Coordinator *KUM*
DATE: June 16, 1998
SUBJECT: **Safety Committee report for May**

There was no safety committee meeting in May. The next meeting is scheduled for Wednesday, June 24, 1998 at 3:15 P.M.

REPORT

1. Introduction
2. Objectives
3. Methodology

4. Results
5. Discussion

6. Conclusion
7. References

8. Appendix
9. Bibliography

10. Summary
11. Acknowledgements
12. Contact Information

13. Appendix
14. Bibliography

15. Appendix
16. Bibliography