

AGENDA

REGULAR MEETING

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

August 19, 1997 continued to

August 26, 1997

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.

1. Roll Call Administrative Assistant

2. Adoption of Agenda

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 July 15, 1997 Regular Meeting and the July 29, 1977 Special Meeting.

Presentation: Library Director

Recommendation: Approve by Motion

4. Oral Communications

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

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

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

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

5. Board President Report.

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

Presentation of Five Year Service Award to Esther Guzman.

Determine who will attend the Independent Special Districts of Orange County Quarterly Meeting and Luncheon on Thursday, August 28, 11:30 A.M., at the Municipal Water District of Orange County, Fountain Valley.

Request from Goleta Sanitary District to support Senate Bill 712.

6. Trustee Reports

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

CLAIMS (Items 7 - 10)

Presentation: Library Director
Recommendation: Approve by Motion

Items 7 - 10 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.

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

Nonstandard Claims in the amount of \$0.00.

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

Claims forwarded by Library Director in the amount of \$2,352.43.

9. Current Claims and Payroll. (Approve)

Current Claims of \$52,031.79; and Payrolls 3539 and 3540 of \$39,852.00.

Combined total of Current Claims and Payroll of ~~\$91,883.79~~

92,290.41

10. FY1997-1998 Cash Flow Analysis and recommendation that the September debt payment be made from Fund 706.

FINANCIAL REPORTS (Items 11 - 16)

Presentation: Library Director
Recommendation: Approve by Motion

Items 11 -16 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.

11. Financial Reports for July 1997 (Receive & File)
12. Office General Ledger & Check Registers for July 1997 (Receive & File; and Approve Literacy Savings Account expenditure of \$6,200 for a photocopier lease loan to the County Exempt Fund, to be reimbursed from copier revenues until repaid in full.)
13. Acquisitions Report for July 1997 (Receive & File)
14. Overdue Collection Report for July 1997 (Receive & File)
15. Debit Card System Reimbursement Report for July 1997 (Receive & File)
16. Gifts Report for July 1997 (Receive & File)

GENERAL CONSENT CALENDAR (Items 17 - 28)

Presentation: Library Director
Recommendation: Approve by Motion

Items 17 - 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.

17. Building Maintenance Report for July 1997 (Receive & File)
18. Personnel Report for July 1997 (Receive, File, and Ratify Appointments)
19. Volunteer Report for July 1997 (Receive & File)
20. Circulation Report for July 1997 (Receive & File)
21. Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority. (Receive & File)
22. Legislative reports from California Advocates, California Special Districts Association, and the California Library Association (Receive & File)
23. Status report on the preparation of a Strategic Plan for Placentia Library District. (Receive & File)
24. Report on the Staff Recognition Dinner held on July 17, 1997 at Sophia's Restaurant. (Receive & File)
25. Proposition 208 Fact Sheet prepared by the Fair Political Practices Commission. (Receive & File)

26. Annual Report to the State Library of California for the California Literacy Campaign Matching Funds Grant for Fiscal Year 1996-1997. (Receive & File)
27. Annual Report to the California Department of Education for the Federal Adult Basic Education Grant (321 Grant) for Fiscal Year 1996-1997. (Receive & File)
28. Approve Letter of Authorization for Munson, Cronick & Associates, CPA to conduct the Fiscal Year 1996-1997 Financial Audit for Placentia Library District. (Receive & File, and authorize signature by the Library Director)

CONTINUING BUSINESS

29. Review of Library Revenue Issues
 - Presentation: Library Director
 - Recommendation: Discuss and give direction for future action
30. Adoption of Budget for Fiscal Year 1997-1998
 - Presentation: Library Director
 - Recommendation: Adopt Budget for Fiscal Year 1997-1998 by Resolution 97-4
31. Review implementation of Internet Services Policy.
 - Presentation: Library Director
 - Recommendation: Discuss Policy and set schedule for additional review
32. Donor Recognition Policy
 - Presentation: Library Director
 - Recommendation: Establish an *ad hoc* Donor Recognition Committee consisting of representatives from the Library Board, Friends Board and Foundation Board, to propose a comprehensive plan for Donor Recognition within the Library.

NEW BUSINESS

33. District Policy Review
 - Presentation: Library Director
 - Recommendation: Develop schedule for review of individual policies for Placentia Library District
34. Award Contract for Direct Mail Services in compliance with the State Library of California Grant for Library Foundation Development
 - Presentation: Library Director
 - Recommendation: Award contract as recommended by the Grant Consultant

35. Travel Authorization for CSDA Annual Conference

Presentation: Library Director
Recommendation: Determine who will attend and authorize payment of registration fees

36. Ballot for Special District Workers Compensation Authority (SDWCA)

Presentation: Library Director
Recommendation: Authorize the District's representative to the SDWCA Board of Directors to cast the vote on behalf of the District

37. Proxy Request for the Special District Risk Management Authority (SDRMA) ballot

Presentation: Library Director
Recommendation: Determine whether a District representative will attend the SDRMA Annual Meeting on September 25, 1997 in Anaheim, and whether to submit a proxy resolution.

38. Lighting Maintenance Contract for Fiscal Year 1997-1998

Presentation: Administrative Assistant
Recommendation: Award Contract

38a. Heritage Days Parade

Presentation: Library Director
Recommendation: Determine level of District's participation in the Heritage Days Parade

STAFF REPORTS (Items 39 - 43)

Presentation: Library Director
Recommendation: Approve by Motion

Items 39 - 43 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.

39. Program Committee Report for July 1997. (Ammar)

40. Children's Services Report for July 1997. (Smith)

41. Publicity Materials produced for July 1997. (Willauer)

42. Placentia Library Literacy Services Report for July 1997. (Matas)

43. Safety Committee Minutes for July 1997. (Matas)

ADJOURNMENT

44. Set date for October Regular Meeting.

45. Agenda Preparation for the September Regular Meeting which will be held on September 16, 1997.

46. Review of Action Items.

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

47. Adjourn

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

I, Charlene Dumitru, Administrative Assistant for the Placentia Library District, hereby certify that the Agenda for the August 19, 1997, Regular Meeting of the Library Board of Trustees of the Placentia Library District was posted on Thursday, August 14, 1997.

August 1997 - July 1998

Yearly Planner

August 97						
S	M	T	W	T	F	S
						1 2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
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31						

August

- 19 7:30 PM Library Board Meeting
- 28 11:30 AM ISDOC Quarterly Meeting with luncheon, MWDOC Hdqr., Fountain Valley

September 97						
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September

- 8 7:30 AM NSFRE Fund Raising Conference, Pasadena
- 7:00 PM Friends Board Meeting
- 11 11:30 AM Foundation Board Meeting

October 97						
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- 16 7:30 PM Library Board Meeting
- 20 Banned Books Week

November 97						
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- 24 CSDA Conference, Anaheim

October

- 4 8:30 AM Heritage Days Parade
- 6 7:00 PM Friends Board Meeting
- 21 7:30 PM Library Board Meeting

December 97						
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November

- 3 7:00 PM Friends Board Meeting
- 7 6:30 PM - 8:30 PM Foundation Donor Reception
- 13 11:30 AM Foundation Board Meeting

January 98						
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- 15 CLA Conference, Pasadena
- 18 7:30 PM Library Board Meeting
- 21 Camp Library

December

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

January

- 5 7:00 PM Friends Board Meeting
- 9 ALA Midwinter, New Orleans
- 15 11:30 AM Foundation Board Meeting
- 20 7:30 PM Library Board Meeting

February

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

March

- 2 7:00 PM Friends Board Meeting
- 10 PLA National Conference, Kansas City
- 17 7:30 PM Library Board Meeting

April

- 6 7:00 PM Friends Board Meeting
- 19 National Library Week
- 21 7:30 PM Library Board Meeting

May

- 4 7:00 PM Friends Board Meeting
- 14 11:30 AM Foundation Board Meeting
- 19 7:30 PM Library Board Meeting

June

- 1 7:00 PM Friends Board Meeting
- 16 7:30 PM Library Board Meeting
- 25 ALA Conference, Washington D.C.

July

- 21 7:30 PM Library Board Meeting

February 98						
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April 98						
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June 98						
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July 98						
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MINUTES
PLACENTIA LIBRARY DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
July 15, 1997

CALL TO ORDER

The Regular Meeting of the Placentia Library District Board of Trustees was called to order on July 15, 1997 at 7:32 P. M. by President Peggy Dinsmore

ROLL CALL

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

Members Absent: None

Others Present: Principal Librarian Suad Ammar; Administrative Assistant Charlene Dumitru; and Friends of Placentia Library President Pat Irot.

ADOPTION OF AGENDA

It was moved by Trustee Masters, seconded by Trustee Stark to adopt the Agenda as presented.

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

MINUTES

It was moved by Trustee Pappas, seconded by Trustee Masters to approve the Minutes of the Regular Meeting of June 24, 1997 as presented.

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

ORAL COMMUNICATIONS

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

PRESIDENT'S REPORT

President Dinsmore reported that she received a letter from Library Patron Robert Kavigan regarding the District's Internet Access policy. The Library Director has invited Mr. Kavigan to attend a Library Board Meeting and to express his concerns to the Board.

TRUSTEE REPORTS

Trustee Pappas reported that she attended an author's book signing at Book Carnival in Orange. She suggested that the Library purchase a number of signed editions to raffle off at the Annual Author's Luncheon.

Trustee Stark reported that the letters for the Annual Giving Campaign for Placentia Library Foundation have been printed and are being prepared for mailing.

CLAIMS

It was moved by Trustee Masters, seconded by Trustee Stark to approve Agenda Items 7 through 10:

Nonstandard Claims in the amount of \$0.00
Claims forwarded by the Library Director in the amount of
\$1,108.28
Current Claims and Payroll in the amount of \$64,141.70

FY 1997-1998 Cash Flow Analysis and recommendation that no funds be transferred at this time.

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

FINANCIAL REPORTS

It was moved by Trustee Stark, seconded by Trustee Masters to receive and file Agenda Items 11 through 16:

Financial Reports for June, 1997
Office General Ledger & Check Registers for June, 1997
Acquisitions Report for June, 1997
Overdue Collection Report for June, 1997
Debit Card System Reimbursement Report for June, 1997
Gifts Report for June, 1997

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

GENERAL CONSENT CALENDAR

The Board requested that Agenda Item 19: Volunteer Report for June, 1997 and Agenda Item 23 Status report on the preparation of a Strategic Plan for Placentia Library District, be considered separately.

It was moved by Trustee Evans, seconded by Trustee Masters to receive and file Agenda Items 17 through 18, 20 through 22, and 24 through 28:

Building Maintenance Report for June, 1997
Personnel Report for June, 1997 (Receive, File and Ratify Appointments)
Circulation Report for June, 1997 (Receive & File)
Review of Shared Maintenance Cost with the City of Placentia under the Joint Powers Authority (Receive & File)

Legislative reports from California Advocates, California Special Districts Association, and the California Library Association (Receive & File)
Report on plans for the Staff Recognition Dinner (Receive & File)
Ratification of acceptance of a grant award from the State Library of California Grant to fund a direct mailing to all Placentia residents for the Placentia Library Foundation (Ratify Acceptance and Receive & File)
Minutes of the Independent Special Districts of Orange County Executive Committee, June 10, 1997 (Receive & File)
Orange County Investment Pool (OCIP) Bankruptcy Litigation Updates (Receive & File)
Minutes of the final meeting of the Measure W Campaign Committee (Receive & File)

AYES: Dinsmore, Evans, Masters, Pappas, Stark
NCES: None
ABSTAIN: None

Trustee Stark questioned the accuracy of the Volunteer Report and requested that the Volunteer Coordinator verify the names reported as current volunteers.

It was moved by Trustee Stark, seconded by Trustee Pappas to Receive and File Agenda Item 19: Volunteer Report for June, 1997

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

Trustee Pappas questioned the cause of the delay in setting the next meeting to discuss the Strategic Plan for the District. Library Director Minter responded that the fault has been entirely hers and that other special projects have taken up her time.

It was moved by Trustee Pappas, seconded by Trustee Stark to Receive and File Agenda Item 23: Status report on the preparation of a Strategic Plan for Placentia Library District.

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

LIBRARY REVENUE ISSUES

Library Director Minter presented a review of the material in the Board Packet.

It was moved by Trustee Stark, seconded by Trustee Masters to Receive & File Agenda Item 29: Review of Library Revenue Issues

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

BUDGET FY1997-1998

It was moved by Trustee Stark, seconded by Trustee Masters to defer action on the Budget for Fiscal Year 1997-1998 until the next Special or Regular Meeting, pending resolution of the ERAF issues by the State of California.

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

BOARD OFFICER SELECTION POLICY

It was moved by Trustee Pappas, seconded by Trustee Masters to discontinue discussion of the Board Officer Selection Policy and continue the annual election of Board Officers as done previously.

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

TRAVEL AUTHORIZATIONS

It was moved by Trustee Pappas, seconded by Secretary Evans to approve blanket travel authorizations for Fiscal Year 1997-1998 as follows:

Santiago Library System (SLS) and Metropolitan Cooperative Library System (MCLS) Council Meetings, Committee Meetings, and Workshops for staff and trustees.

SLS/MCLS Executive Search Committee meetings as part of the Library Director's responsibilities as Chair of SLS for Fiscal Year 1997-1998

State Library meetings and workshops that do not involve overnight travel for staff and trustees.

Chamber of Commerce mixers, monthly breakfast meetings and committee meetings for staff and trustees.

National Society of Fund Raising Executives monthly workshops and luncheon meetings for staff and trustees.

California Library Association and/or California Association of Library Trustees and Commissioners meetings and workshops for staff and trustees.

Southern California Library Literacy Network and Orange County Literacy Network meetings and activities for staff and trustees.

Orange County Ventura Users Group meetings and for staff.

Meetings with Anaheim and Yorba Linda Public Library staff.

Meetings with California Advocates Representatives, and Buena Park Library staff and trustees, for staff and trustees.

Public Library Executives and Assistants of Southern California (PLEASC) meetings for staff.

Courses in the Fund Raising Certificate Program at the University of California, Irvine, and computer courses in the Extension program at Cal State Fullerton or other local institutions selected by the Library Director for staff and trustees.

Meetings with California Advocates Representatives and legislators in Sacramento, including travel and meal expenses for staff and trustees.

Meetings of the California Library Services Board in Sacramento and other cities in California, including travel and meal expenses as part of the Library Director's responsibilities as Chair of Santiago Library System for Fiscal Year 1997-1998. Library Director's responsibilities as Chair of Santiago Library

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

It was moved by Secretary Evans, seconded by Trustee Pappas to approve Current Travel Authorization for Library Director Minter to attend the California Special Districts Association Legislative Meeting in Sacramento on August 9, 1997, as a cost not to exceed \$345.70.

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

**EMPLOYEE
DENTAL AND
VISION INSURANCE
BENEFITS**

It was moved by Trustee Stark, seconded by Trustee Masters to renew employee dental insurance coverage with Principal Mutual, and employee vision insurance coverage with Vision Plan of America, maintaining the same level of coverage as the prior year, and to authorize the Library Director to sign all contract documents.

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

**DONOR
RECOGNITION
POLICY**

It was moved by Trustee Stark and seconded by Trustee masters to defer discussion of establishing an *ad hoc* Donor Recognition Committee until the August meeting.

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

**SANTIAGO
LIBRARY SYSTEM**

Library Director Minter reviewed the responsibilities to be assumed with her election as Chairperson of Santiago Library System (SLS) for Fiscal Year 1997-1998.

No Board Action was taken.

STAFF REPORTS

It was moved by Trustee Masters, seconded by Trustee Stark to receive and file Agenda Items 36 through 40:

Program Committee Report for June, 1997
Children's Services Report for June, 1997
Publicity Materials produced for June, 1997
Placentia Library Literacy Services Report for June, 1997
Safety Committee Minutes for June, 1997

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

ADJOURNMENT

The Regular Meeting of the Board of Trustees of the Placentia Library District adjourned at 9:17 P.M.

Ray Evans, Secretary

**MINUTES
PLACENTIA LIBRARY DISTRICT
SPECIAL MEETING OF THE BOARD OF TRUSTEES
July 29, 1997**

- CALL TO ORDER** The Special Meeting of the Placentia Library District Board of Trustees was called to order on July 29, 1997 at 7:35 P. M. by President Peggy Dinsmore
- ROLL CALL** **Members Present:** President Peggy Dinsmore, Secretary Ray Evans; Robin Masters and Jean Pappas; and Library Director Elizabeth Minter.
- Members Absent:** Trustee Sandra Stark
- Others Present:** Principal Librarian Suad Ammar; and Administrative Assistant Charlene Dumitru.
- ADOPTION OF AGENDA** It was moved by Trustee Pappas, seconded by Secretary Evans to adopt the Agenda as presented.
- AYES:** Dinsmore, Evans, Masters, Pappas
- NOES:** None
- ABSTAIN:** None
- ABSENT:** Stark
- ORAL COMMUNICATIONS** No members of the public requested to address the Board at this time.
- CLAIMS** It was moved by Trustee Evans, seconded by Trustee Masters to approve Current Claims in the amount of \$7,280.49.
- AYES:** Dinsmore, Evans, Masters, Pappas
- NOES:** None
- ABSTAIN:** None
- ABSENT:** Stark
- LEGISLATIVE REPORTS** *Saundha 7:40*
Library Director Minter reviewed legislative issues which could have an effect on Library funding.
- No Board Action was taken.
- DIRECT MAILING CONTRACT** It was moved by Trustee Stark, seconded by Trustee Masters to award a purchase of services contract in the amount of \$100 per hour, not to exceed \$2,000 to Devon Dougherty, P.O. Box 17001, Irvine, for solicitation letter, brochure preparation, and mailing services specification development, for the State Library of

California Grant to fund a direct mailing to all Placentia named households and all non-resident Placentia Library Cardholders for the Placentia Library Foundation.

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

ADJOURNMENT

The Special Meeting of the Board of Trustees of the Placentia Library District adjourned at 7:54 P.M.

Ray Evans, Secretary

MARK YOUR CALENDAR!

**Independent
Special Districts of Orange County
QUARTERLY MEETING**

**Luncheon Meeting
Thursday, August 28, 1997**

11:30 A.M.

**MWDOC Headquarters
10500 Ellis Avenue
(Ellis & Ward)
Fountain Valley**

SPEAKER:

**KEVIN WATTIER
Director of Business Development
Metropolitan Water District**

Will speak on.....

**FINDING NEW OPPORTUNITIES
WITHIN PUBLIC AGENCY PARAMETERS**

**Luncheon Charge - \$10.00
Checks payable to ISDOC
To confirm your reservation,
please mail your check to
Ron Kennedy by August 22, 1997
at P.O. Box 4000
Laguna Hills, Ca. 92654**

AGENDA

ISDOC GENERAL MEMBERSHIP QUARTERLY MEETING

August 28, 1997
11:30 A.M.

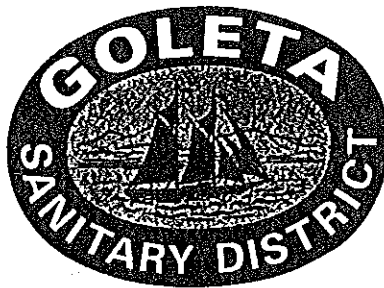
1. Welcome - Sterling Fox
2. Pledge of Allegiance - Bob Hanson
3. CSDA Report - Bob Huntley
4. LAFCO Report - John Withers
5. Legislative Report - Keith Coolidge

6. Program:

**Finding New Opportunities
Within Public Agency Parameters**

Kevin Wattier
Director of Business Development
Metropolitan Water District

7. Adjourn



GOVERNING BOARD

ORGE W. EMERSON, PRESIDENT
ALBERT W. TRANTOW
JOHN R. FOX
JOHN S. CARTER
STEVEN T. MAJOEWSKY

**GENERAL MANAGER/
DISTRICT ENGINEER**
KAMIL S. AZOURY, P.E.

A PUBLIC AGENCY

July 8, 1997

To: Special District Board Members

SUBJECT: Senate Bill 712

Dear Honorable Board Members:

As you may know, the Goleta Sanitary District is sponsoring Senate Bill 712 to correct inconsistencies in the procedures utilized by the Local Agency Formation Commissions (LAFCOs) to reorganize special districts. The bill is currently being supported by CASA, CSDA, and a number of special districts throughout the state.

We are writing to ask for your support in the passage of SB 712. Enclosed is a sample letter which can be used by your agency as a model in preparing a letter to Assembly Member Mike Sweeney, Chair of the Assembly Local Government Committee. Please make any revisions which you deem appropriate or simply photocopy the letter onto your district's stationery and then mail the letter to Assembly Member Sweeney.

Our District's interest in this issue arises from a situation we recently faced in Santa Barbara County where a neighboring district sought to dissolve and simultaneously annex its territory to our District. We were surprised to learn that existing law allows this type of reorganization to occur without any opportunity for our Board or the voters of our District to approve or disapprove the proposal. We were also surprised to learn that because of a recently enacted provision of law under the Gotch Bill (Government Code Section 56839.1), even if the proposal had been structured as a "consolidation" rather than as a "dissolution and annexation", our voters could still be denied the right to vote on the issue.

What we have learned is that existing law contains certain "loopholes" which enable LAFCOs to combine two districts into a single agency without involving the voter approval procedures which would normally apply. The availability of these procedures means that all districts are at risk of being reorganized without the opportunity for voter confirmation or approval by their governing boards.

July 8, 1997
Page Two

The goal of SB 712 is to close these loopholes and to require that all reorganization proposals which combine two districts are subject to voter approval within each affected district. We believe that the existing inconsistencies in the law actually discourage districts from exploring voluntary consolidations on a proactive basis. This is true because districts will be less likely to enter into discussions with neighboring districts to explore consolidation possibilities if there is a risk that one of the districts could, at any point, initiate an adversarial proposal and force a reorganization of the districts. Fundamentally, we believe that the residents who initially vote to establish a district to provide public services should not be deprived of the opportunity to approve or disapprove a reorganization proposal affecting their district.

SB 712, copy of which is enclosed for your reference, was recently approved by the Senate and will be submitted to the Assembly Local Government Committee for consideration on July 16. We ask, therefore, that you send your letter of support as soon as possible. If it is not possible to mail your letter by July 12, please consider calling Assembly Member Sweeney at (916) 445-8160, to offer your support for the bill before July 16. We sincerely appreciate your assistance on this important matter.

If you have any questions, or need any additional information, please do not hesitate to contact us.

Very truly yours,

GOLETA SANITARY DISTRICT



George W. Emerson
President of the Governing Board

GWE:shc

Enclosures

July 10, 1997

The Honorable Mike Sweeney, Chair
Assembly Local Government Committee
California State Capitol, Room 4146
Sacramento, CA 95814

Re: SB 712 Support

Dear Assembly Member Sweeney:

Our District is writing to ask your support for SB 712. This legislation brings clarity to a confusing section of the Government Code. It provides democracy where none currently exists. It creates an opportunity for voters and property owners to register protest where such protest is currently denied.

Why This Legislation is Needed

In all but one proceeding involving LAFCO, there exists the opportunity for registered voters and property owners to protest an action involving annexation or detachment of territory to a special district or city. A protest provision also exists if a new agency is being formed, or an existing one is being dissolved. However, an interpretation of the Cortese-Knox Act permits LAFCO and the conducting authority to approve the dissolution of a district and the concurrent annexation of that territory to an existing district (when processed as a reorganization, as defined), and deny all voter or property owner protest in the annexing district. In all other proceedings before LAFCO, a 10%-25% protest triggers an election. Only in this case is all protest denied.

What SB 712 Will Do

Current law denies the public the chance to access its own government. SB 712 provides the same protest procedures for reorganizations filed with LAFCO as currently exist for other applications. Under SB 712, a 25% protest will trigger an election in the annexing district. This will remove ambiguity from the Government Code, and restore democracy to all LAFCO actions.

I urge your "AYE" for SB 712. I also respectfully ask that you advise other members of the Assembly Local Government Committee of our interest in and support of this bill.

Sincerely,

proposal for the dissolution of one or more districts and the annexation of all or substantially all of their territory to another district when the conducting authority finds that petitions meeting certain requirements request submission of the proposal to voter confirmation. The bill would also make a conforming change.

Vote: majority. Appropriation: no. Fiscal committee: no. State-mandated local program: no.

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

- 1 SECTION 1. Section 56839.1 of the Government
- 2 Code is repealed.
- 3 SEC. 2. Section 57093 is added to the Government
- 4 Code, to read:
- 5 57093. (a) Notwithstanding Section 57089, for any
- 6 proposal for the dissolution of one or more districts and
- 7 the annexation of all or substantially all of their territory
- 8 to another district, the conducting authority shall order
- 9 the change of organization or reorganization subject to
- 10 confirmation by the voters in each affected district if the
- 11 conducting authority finds either of the following:
- 12 (1) In the case of inhabited territory, that a petition
- 13 requesting that the proposal be submitted to
- 14 confirmation by the voters has been signed by either of
- 15 the following:
- 16 (A) At least 25 percent of the number of landowners
- 17 within any affected district within the affected territory
- 18 who own at least 25 percent of the assessed value of land
- 19 within the territory.
- 20 (B) At least 25 percent of the voters entitled to vote as
- 21 a result of residing within, or owning land within, any
- 22 affected district within the affected territory.
- 23 (2) In the case of a landowner-voter district, that the
- 24 territory is uninhabited and a petition requesting that the
- 25 proposal be submitted to confirmation by the voters has
- 26 been signed by at least 25 percent of the number of
- 27 landowners within any affected district within the
- 28 affected territory, owning at least 25 percent of the
- 29 assessed value of land within the territory of that district.

AMENDED IN SENATE MAY 13, 1997
AMENDED IN SENATE APRIL 21, 1997

SENATE BILL No. 712

Introduced by Senator Haynes and Rainey

February 25, 1997

An act to amend Section 57103 of, to add Section 57093 to, and to repeal Section 56839.1 of, and to add Section 57093 to, the Government Code, relating to local government organization.

LEGISLATIVE COUNSEL'S DIGEST

SB 712, as amended, Haynes, Local government reorganization. Existing law, the Cortese-Knox Local Government Reorganization Act of 1985, requires the local agency formation commission of a county to authorize the conducting authority to order the consolidation of districts, dissolution, merger or establishment of a subsidiary district, or reorganization including any of these changes of organization without an election, except as otherwise specified. This bill would repeal that provision.

The act also provides that in any reorganization where the component changes of organization would not individually require a confirmation election, no confirmation election shall be required to approve the reorganization.

This bill would require the conducting authority to order a change of organization or reorganization subject to voter confirmation by the voters in each affected district for any

1 (b) The petition shall be filed with the conducting
2 authority within 30 days after the public hearing required
3 pursuant to this chapter has been held. If a petition has
4 been filed, the conducting authority shall approve the
5 proposal subject to confirmation by the voters.

6 (c) The voter confirmation requirements set forth in
7 subdivision (a) shall not apply to any proposal initiated by
8 the commission under Section 56375 or where ~~an affected~~
9 ~~districts have each affected district has~~ consented in the
10 proposal by a resolution adopted by a majority of ~~their~~
11 ~~respective boards vote of its board of directors.~~

12 SEC. 3. Section 57103 of the Government Code is
13 amended to read:

14 57103. In any resolution ordering a change of
15 organization or reorganization subject to the
16 confirmation of the voters, the conducting authority shall
17 call an election:

18 (a) Within the territory of each city or district ordered
19 to be incorporated, formed, disincorporated, dissolved or
20 consolidated.

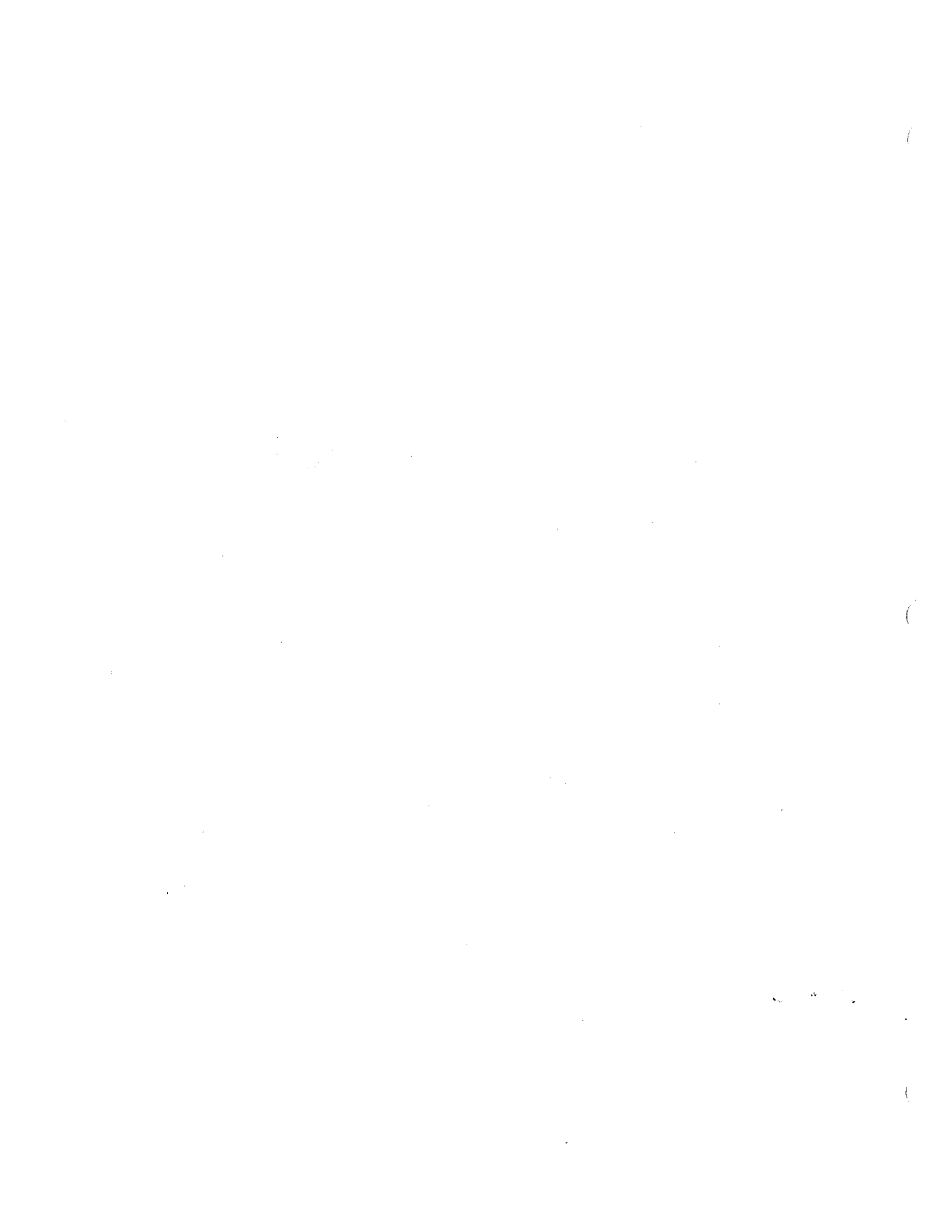
21 (b) Within the entire territory of each district ordered
22 to be merged with or established as a subsidiary district
23 of a city, or both within the district and within the entire
24 territory of the city outside the boundaries of the district.

25 (c) If the clerk certifies a petition pursuant to Section
26 57087.5 or 57087.7, within the territory of the district
27 ordered to be merged with or established as a subsidiary
28 district of a city.

29 (d) Within the territory ordered to be annexed or
30 detached.

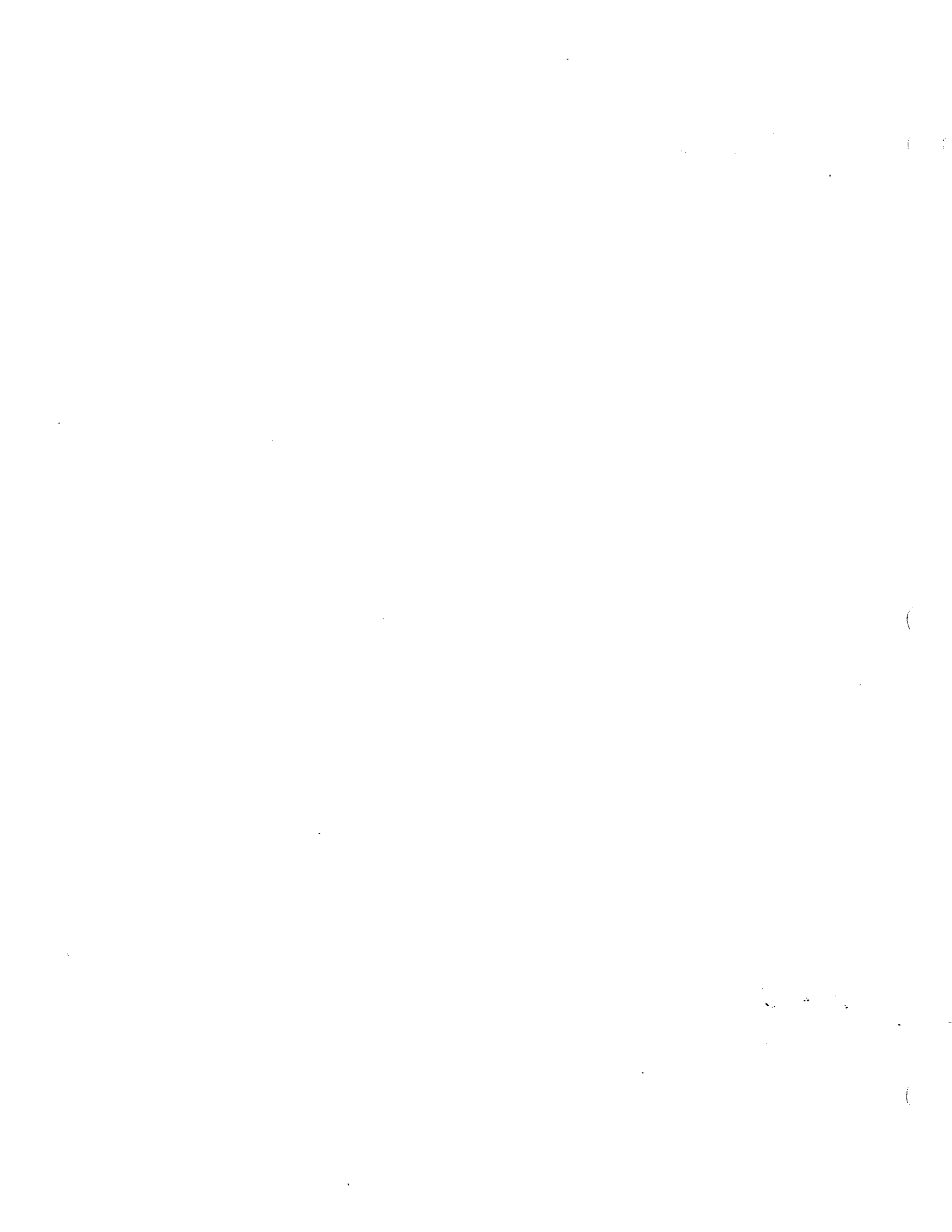
31 (e) If ordered by the commission pursuant to Section
32 56849 or 56850, both within the territory ordered to be
33 annexed or detached and within all or the part of the city
34 or district which is outside of the territory.

35 (f) If the election is required by Section 57093,
36 separately within the territory of each affected district.



PLACENTIA LIBRARY DISTRICT
Summary of Nonstandard Claims
August 19, 1997

<u>DATE</u>	<u>REPORT NO.</u>	<u>AMOUNT</u>
		\$0.00
	TOTAL	\$0.00



PLACENTIA LIBRARY DISTRICT
Summary of Claims Forwarded by the Library Director
August 19, 1997

DATE	REPORT NO.	AMOUNT
08/06/97	3633	1,342.96
08/06/97	3634	1,009.47
	TOTAL	\$2,352.43

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 08/06/97
REPORT NO 3533

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
N01905 Data Perfect Images 2960 Saturn St., Unit H Brea, CA 92621	July 30, 1997 3917		1800	00		140.07		
N01987 Vision Plan of America 8111 Beverly Blvd, STE 306 Los Angeles, CA 90048	August 27, 1997 for Sept, 1997		0300	00		92.80		
N03648-A Cascade Drinking Water P.O. Box 9179 Whittier, CA 90608-9179	July 22, 1997 035028		1800	00		24.95		
N03650B Kinko's Customer Admin. Svcs. P.O. Box 672085 Dallas, TX 75267-2085	July 23, 1997 030200081525		1800	08		32.06		
N03659F Southern California Water 500 Cameron Street Placentia, CA 92870	July 22, 1997		2800	00		329.26		
N03752 Pacific Bell Payment Center Van Nuys, CA 91388-0001	July 17, 1997 528-1906 528-6022 528-8236		0700	00 07 07		131.09 17.93 17.49		
	July 19, 1997 996-2865 996-4983		0700	01 02		20.81 88.50 275.82		
N04626 AMS Contracts 11 Chesterfield Mission Viejo, CA 92692	July 24, 1997 2949		1400	00		448.00		

The claims listed above (totaling \$ 1,342.96) 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

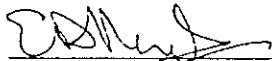
Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92670

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	Only SC
N05030G A T & T P.O. Box 10192 Van Nuys, CA 91410-0192	June 16, 1997							
	528-1925		0700	00		47.10		
	July 16, 1997							
	528-1925		0700	00		21.03		
						68.13		
N06555 Principal Mutual P.O. Box 10328 Des Moines, IA 50306-0328	July 22, 1997							
	August		0300	00		381.89		
N06557 Care Resources, Inc. 9550 Warner Ave, STE 228 Fountain Valley, CA 92708	July, 1997							
			1900	00		35.00		
N06686 Office Depot Dept. 56 - 6183976509 P.O. Box 30292 Salt Lake City, UT 84130-0292	July 21, 1997							
			1800	00		55.23		
N06965 Paychex P.O. Box 25159 Santa Ana, CA 92799	July 31, 1997							
	19970731		1900	00		274.19		
N09141 Dick's Lock & Safe 602 West Chapman #F Placentia, CA 92870	July 21, 1997							
			1400	00		52.50		
N09163 Manwill Plumbing Co. 3940 Prospect Ave., Unit D Yorba Linda, CA 92886-1749	July 24, 1997							
	24544		1400	00		142.53		

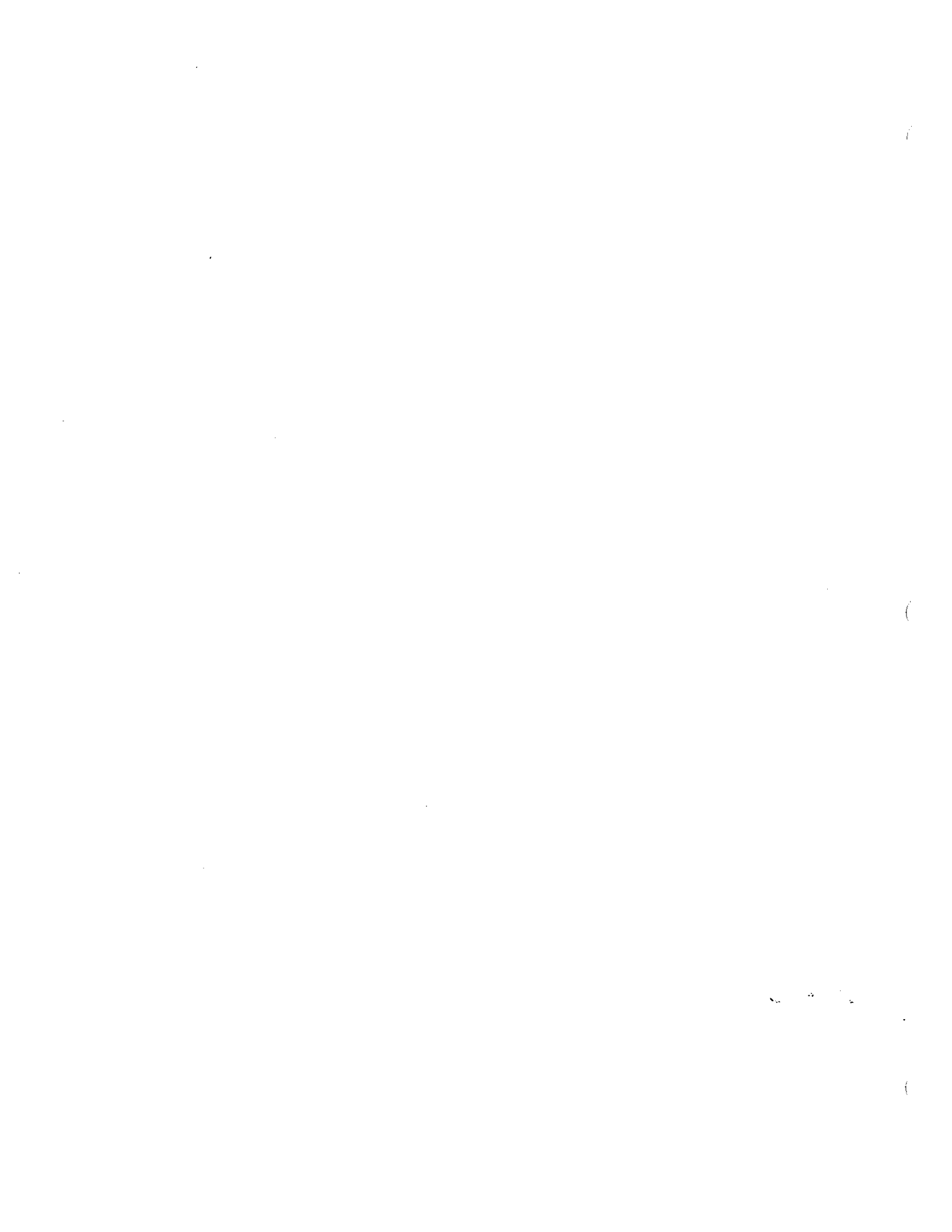
The claims listed above (totaling \$ 1,009.47) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.



APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY



PLACENTIA LIBRARY DISTRICT
 Current Claims and Payroll
 August 19, 1997

TYPE	REPORT NUMBER	AMOUNT
Immediately	3535	3,628.94
Subtotal for Immediately		3,628.94
Regular	3536	2,716.27
	3537	8,057.42
	3538	2,135.78
	3541	35,900.00
Subtotal for Regular		48,809.47
TOTAL CURRENT CLAIMS		52,438.41
Payroll	3539	19,926.00
	3540	19,926.00
Subtotal for Payroll		39,852.00
TOTAL		92,290.41

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
N03655B Spicers Paper, Inc. 1298 Bluegum Street Anaheim, CA 92805	Aug. 13, 1997 437949		1800	00		117.09		
N03742 MobileComm P.O. Box 4308 Carol Stream, IL 60197-4308	August 4, 1997 G9121561H		0700	01		89.62		
N03752 Pacific Bell Payment Center Van Nuys, CA 91388-0001	Aug 4, 1997 524-9784 524-8408		0700	01 07		20.36 <u>25.94</u> 46.30		
N06656 Continental Casualty Co. Spec. Risks - Kansas City P.O. Box 95033 Chicago, IL 60694	July, 1997		0300	00		171.25		
N06785 Hector Vargas 318 Capistrano Street Placentia, CA 92670	August 6, 1997 09808		1400	00		950.00		
N03645 CareAmerica Accounts Receivable - 13th Floor 6300 Canoga Avenue Woodland Hills, CA 91367-2555	September 1977		0300	00		2,254.68		

PLEASE PAY IMMEDIATELY

The claims listed above (totaling \$ 3,628.94) 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 Doc Number	Only SC
N03651 Waxie Sanitary Supply P.O. Box 81006 San Diego, CA 92138-1006	August 11, 1997 30229280		1000	00		894.49		
N03653 Bear State Air Conditioning 3548 Enterprise Drive Anaheim, CA 92807-1640	July 29, 1997 97-07-962		1400	00		117.42		
N03656 Pacific Clippings P.O. Box 11789 Santa Ana, CA 92711			1900	00		34.71		
N03660 Elizabeth Minter c/o Placentia Library District 411 E. Chapman Ave. Placentia, CA 92870	August 19, 1997		1400	00		28.61		
			1800	00		517.66		
			1803	00		117.00		
			1803	07		32.00		
			2700	00		367.88		
			2700	01		175.00		
			2700	07		200.00		
						1,438.15		
N06736 Library Administrator's Digest 320 York Road Towson, MD 21204	Renewal Sept 1997		1800	00		39.00		
N06557 Care Resources, Inc. 9550 Warner Ave., STE 228 Fountain Valley, CA 92708	August, 1997		1900	00		35.00		
N06671 MD Medical Clinics P.O. Box 66012 Anaheim, CA 92816	July 31, 1997		1900	00		157.50		

The claims listed above (totaling \$ 2,716.27) 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

2,716.27

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
N06779E 3M Company Safety and Security Systems Division 3M Center, Bldg. 225-4N-14 St. Paul, MN 55144-1000	Nov 1997-Nov 1998		1400	00		798.00		
N06786 Katherine Matas 411 E. Chapman Avenue Placentia, CA 92870	July, 1997		2700	01		19.21		
N06819-A American Library Association 144 North Wacker Drive Chicago, IL 60606	April 11, 1997 Smith - Renewal Shook - Renewal		1800	00		414.00		
			1600	00		67.00		
			1600	00		166.00		
						647.00		
N09236 Charitable Gift Planning News P.O. Box 214373 Dallas, TX 75221-4373	July 17, 1997		1800	00		144.00		
N015508 Cosmoslink Internet Services 3030 Saturn Street, STE 204 Brea, CA 92821	July 29, 1997 9708-48		0700	07		19.95		
Jeffco, Inc. 1671 S. Research Loop Tucson, AZ 85710-6708	August 8, 1997 279221		1800	00		183.36		
N01035 City of Placentia 401 E. Chapman Ave. Placentia, CA 92870	August 6, 1997 54198		2800	00		4,389.35		
			1400	00		1,856.55		
						6,245.90		

The claims listed above (totaling \$ 8,057.42) 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

8,057.42

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 08/19/97
REPORT NO 3538

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

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
			BS Acc				Doc Number	SC
N01987A Grolier Educational P.O. Box 1716 Danbury,CT 06816	June 10, 1997		2400	03		1,874.29		
N03688 The O. C. Register P.O. Box 11942 Santa Ana, CA 92711	August 2, 1997 70000475		2400	04		129.16		
N03833C Brodart Co. 500 Arch Street Williamsport, PA 17705	July 2, 1997 040997JS		2400	01		12.48		
Educational Distributors of America P.O. Box 97138 Las Vegas, NV 89193-7138	May 30,1997		1089696	2400	02	39.95		
			1089833	2400	02	39.95		
			1089969	2400	02	<u>39.95</u>		
						119.85		

The claims listed above (totaling \$ 2,135.78) 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

2,135.78

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	August 19, 1997 Pay period #18 August 15, 1997 Aug 28, 1997		0100	00		18,510.00		
	FICA		0200	00		1,416.00		
PLEASE WIRE ON THURSDAY, AUGUST 28, 1997								

The claims listed above (totaling \$ 19,926.00) 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

19,926.00

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 Only	
							Doc Number	SC
BANK OF AMERICA Placentia Branch 760 for the Placentia Library Account # 07605-80156 Route #12100358	August 19, 1997 Pay period #19 Aug 29, 1997 Sept 11, 1997		0100	00		18,510.00		
	FICA		0200	00		1,416.00		
PLEASE WIRE ON THURSDAY, SEPT 11, 1997								

The claims listed above (totaling \$ 19,926.00) 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

19,926.00

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

THE COUNTY AUDITOR IS AUTHORIZED TO DRAW
HIS CHECK FROM FUND 706

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
The Bank of New York ABA#: 021000018 GLA: 111-565 Cust. A/C Name: Placentia Library Cust: A/C No.: 410538 Please wire no later than September 10, 1997			2200	00		35,900.00		

The claims listed above (totaling \$ 35,900.00) 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 _____

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director
SUBJECT: Cash Flow Analysis

DATE: August 26, 1997

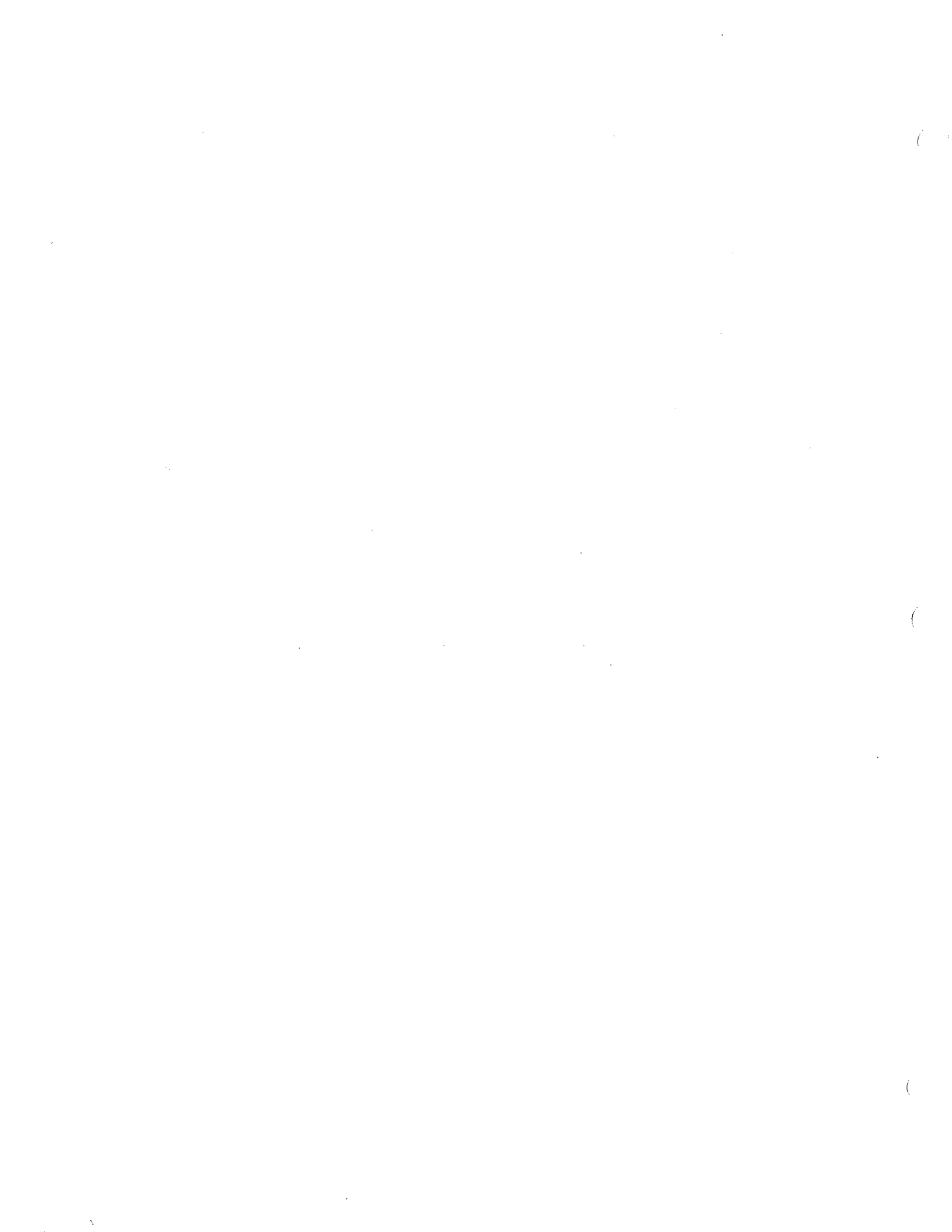
The Cash Flow Analysis as revised shows an end-of-month balance of (\$21,295.33)
No significant revenues are expected within the next 90 days.

It is the August recommendation that the September debt payment be made from Fund 706.
It is now my recommendation that the September debt payment be made from Fund 707 in the amount of \$33,015.00

It is my recommendation that a cash loan be taken from Fund 706 in the amount of \$36,000 and deposited to Fund 707.

RECOMMENDATION:

Receive & File cash flow analysis of August 19 and August 26, 1997, and authorize an interfund cash loan in the amount of \$36,000 from Fund 706 to Fund 707 to be repaid after the receipt of tax revenue in December.



Placentia Library District
FY1997-1998 General Fund Cash Flow

Agenda Item 10

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
07/01/96		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
08/19/97	3535	General - PPI		4,222.37	66,366.09
08/19/97	3536	General		2,716.27	63,649.82
08/19/97	3537	General		9,942.37	53,707.45
08/19/97	3538	General		2,135.78	51,571.67
08/19/97	3539	Payroll to wire 8/28/97		19,926.00	31,645.67
08/19/97	3540	Payroll to wire 9/11/97		19,926.00	11,719.67
08/19/97	3541	General - Bond Payment		33,015.00	(21,295.33)

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director
SUBJECT: Cash Flow Analysis

DATE: August 19, 1997

The Cash Flow Analysis shows an end-of-month balance of \$14,198.05
No significant revenues are expected within the next 90 days.

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

It is my recommendation that the September debt payment be made from Fund 706.

RECOMMENDATION:


Receive & File, and authorize the September debt payment to be made from Fund 706.

Placentia Library District
FY1997-1998 General Fund Cash Flow

Agenda Item 10

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
07/01/96		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
08/19/97	3535	General - PPI		3,628.94	66,959.52
08/19/97	3536	General		2,716.27	64,243.25
08/19/97	3537	General		8,057.42	56,185.83
08/19/97	3538	General		2,135.78	54,050.05
08/19/97	3539	Payroll to wire 8/28/97		19,926.00	34,124.05
08/19/97	3540	Payroll to wire 9/11/97		19,926.00	14,198.05

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director 
SUBJECT: Expenditure Report
DATE: August 19, 1997

The Expenditure Report will be distributed at the Board Meeting.

Fund Balance Report
 Post-Petition Balances (B/S Account 8010 - Cash)
 August 19, 1997

	Fiscal Year 1997-1998						TOTAL	TOTAL
	Fund 702	Fund 703	Fund 706	Fund 707	Fund 708	TOTAL	TOTAL	
	Maj Equip/Struc	Auto Replac	Bond Redempt	General Fund	Sick Lv Payoff	ALL FUNDS	EXCL GEN FUND	
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						0.00	0.00	
30-Sep-97						0.00	0.00	
31-Oct-97						0.00	0.00	
30-Nov-97						0.00	0.00	
31-Dec-97						0.00	0.00	
31-Jan-98						0.00	0.00	
28-Feb-98						0.00	0.00	
31-Mar-98						0.00	0.00	
30-Apr-98						0.00	0.00	
31-May-98						0.00	0.00	
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						TOTAL	TOTAL
	Fund 702	Fund 703	Fund 706	Fund 707	Fund 708	TOTAL	TOTAL	
	Maj Equip/Struc	Auto Replac	Bond Redempt	General Fund	Sick Lv Payoff	ALL FUNDS	EXCL GEN FUND	
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
 REVENUE REPORT FOR FUND 707
 (Prepared from the Orange County Auditor's Report)
 August 19, 1997

OBJECT CODE	DESCRIPTION	FY1997-98 BUDGETED	FY1997-98 YTD	FY1996-97 YTD	FY1997-98 JUL 1997	FY1996-97 JUL 1996
6210-00	Prop. Taxes - current secured	0.00	0.00	0.00	0.00	0.00
6210-01	Public Utility	0.00	0.00	0.00	0.00	0.00
6210-04	Teeter Plan - current delinquent	0.00	0.00	0.00	0.00	0.00
	TOTAL PROP. TAXES - CURRENT SECURED	0.00	0.00	0.00	0.00	0.00
6220	PROP. TAXES - CURRENT UNSECURED	0.00	0.00	0.00	0.00	0.00
6230-00	Prop. Taxes - Prior Secured	0.00	13,088.93	14,180.32	13,088.93	14,180.32
6230-01	Prior year's secured final apportionment	0.00	5,201.12	4,341.84	5,201.12	4,341.84
6230-02	Secured prior years	0.00	0.00	0.00	0.00	0.00
6230-03	Tax deed land sales	0.00	0.00	0.00	0.00	0.00
6230-04	Teeter Plan buyout - FY1993-1994 only	0.00	0.00	0.00	0.00	0.00
6230-10	Release of impounds	0.00	0.00	5,940.32	0.00	5,940.32
6230-11	(1994 ERAF Refund)	0.00	0.00	0.00	0.00	0.00
	TOTAL PROP. TAXES - PRIOR SECURED	0.00	18,290.05	24,462.48	18,290.05	24,462.48
6240	TOTAL PROP. TAXES PRIOR UNSECURED	0.00	0.00	0.00	0.00	0.00
6250	TAXES - SPECIAL DISTRICT AUGMENTATION	0.00	0.00	0.00	0.00	0.00
6260	PENALTIES & COSTS ON DELINQUENT TAXES	0.00	0.00	0.00	0.00	0.00
6280-00	Property taxes current supplemental	0.00	1.62	3.49	1.62	3.49
6280-01	Final supplemental for prior years	0.00	370.60	483.45	370.60	483.45
	TOTAL PROP. TAXES SUPPLEMENTAL - CURRE	0.00	372.22	486.94	372.22	486.94
6300	PROP. TAXES SUPPLEMENTAL - PRIOR	0.00	951.78	1,065.86	951.78	1,065.86
6540	PENALTIES & COSTS ON DELINQUENT TAXES	0.00	309.57	448.40	309.57	448.40
	TOTAL TAXES	0.00	19,923.62	26,463.68	19,923.62	26,463.68

REVENUE REPORT FOR FUND 707
 (Prepared from the Orange County Auditor's Report)
 August 19, 1997

OBJECT CODE	DESCRIPTION	FY1997-98 BUDGETED	FY1997-98 YTD	FY1996-97 YTD	FY1997-98 JUL 1997	FY1996-97 JUL 1996
6610-00	Interest	0.00	0.00	23.44	0.00	23.44
6610-01	Interest - old bond fund	0.00	0.00	0.00	0.00	0.00
6610-23	Interest on impounded taxes released	0.00	0.00	1,443.63	0.00	1,443.63
	TOTAL INTEREST	0.00	0.00	1,467.07	0.00	1,467.07
6690	STATE - HOMEOWNER PROP TAX RELIEF	0.00	0.00	0.00	0.00	0.00
6970-00	State - ILL & Direct Loan Reimbursement	0.00	0.00	0.00	0.00	0.00
6970-01	State - CA Foundation Funds	0.00	0.00	0.00	0.00	0.00
6970-02	State - CA Literacy Campaign	0.00	0.00	0.00	0.00	0.00
6970-03	State - Family Literacy	0.00	0.00	0.00	0.00	0.00
6970-04	State - Dept of Education 321 Grant	0.00	0.00	0.00	0.00	0.00
6970-05	State - LSCA II Grant	0.00	0.00	0.00	0.00	0.00
697-007	State - Timber Yield Apport	0.00	0.00	0.00	0.00	0.00
	TOTAL STATE - OTHER GOVERNMENTAL	0.00	0.00	0.00	0.00	0.00
7130-00	BANKRUPTCY RECOVERY DISTRIBUTIONS	0.00	0.00	0.00	0.00	0.00
7670-00	LOCAL REVENUE	0.00	0.00	1,328.87	0.00	1,328.87
7680	6-MONTH EXPIRED (OUTLAWED) CHECKS	0.00	6.20	0.00	6.20	0.00
7810	TRANSFER FROM/TO OTHER LIBRARY FUNDS	0.00	0.00	0.00	0.00	0.00
	FUND 707 TOTAL	0.00	19,929.82	29,259.62	19,929.82	29,259.62

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071

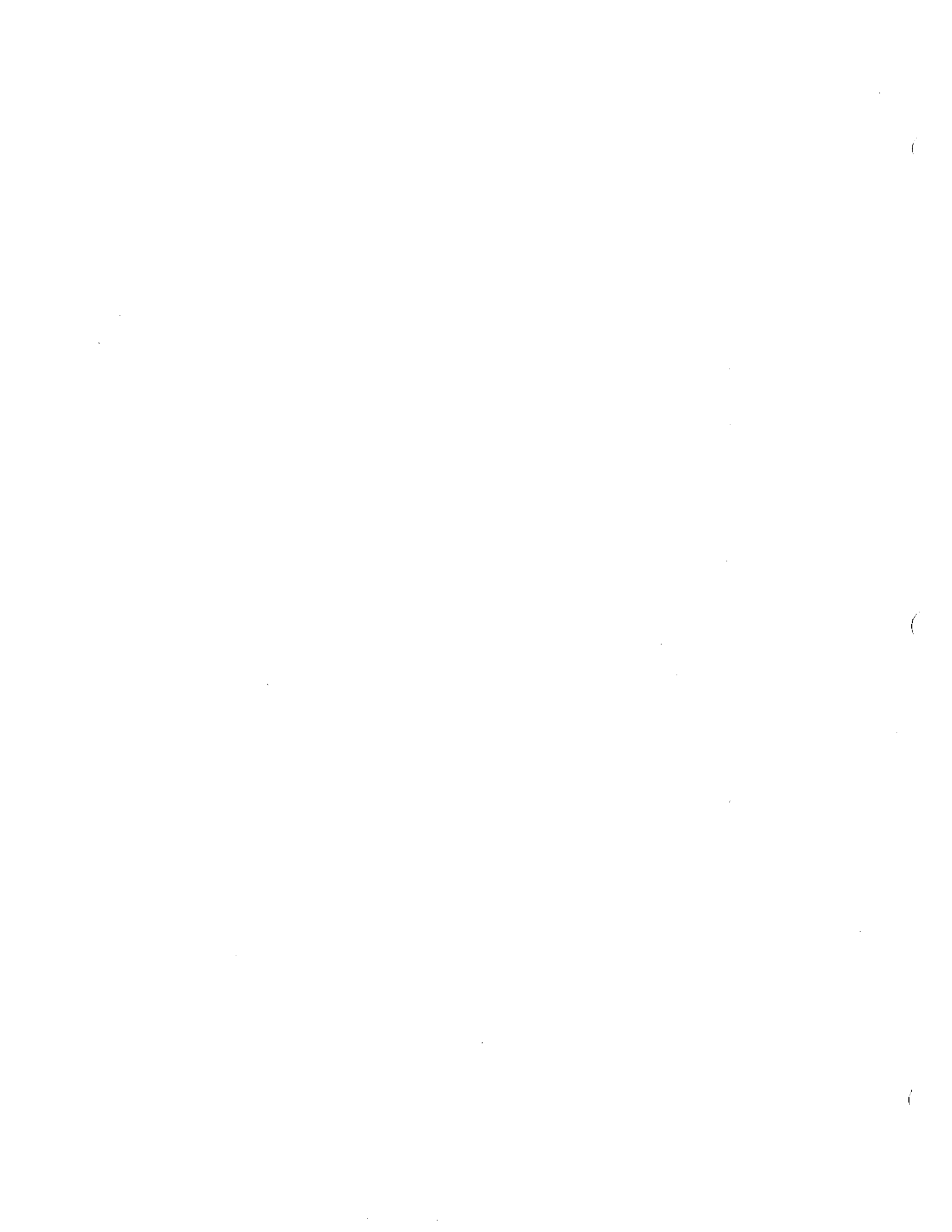
(Prepared from the Orange County Auditor's Report)
August 19, 1997.

OBJECT CODE	DESCRIPTION	FY1997-98 BUDGETED	FY1997-98 YTD	FY1996-97 YTD	FY1997-98 Jul-97	FY1996-97 Jul-96	FY98 YTD % REV BUD
0100	Salaries & Wages	0.00	55,530.00	42,000.00	55,530.00	42,000.00	#DIV/0!
0200	Retirement	0.00	4,248.00	3,200.00	4,248.00	3,200.00	#DIV/0!
	Health Insurance/Care America	0.00	(532.64)	1,596.69	(532.64)	1,596.69	#DIV/0!
	Long Term Disability	0.00	0.00	0.00	0.00	0.00	#DIV/0!
	Vision Service Plan	0.00	0.00	99.50	0.00	99.50	#DIV/0!
	Dental	0.00	276.50	373.38	276.50	373.38	#DIV/0!
0300	Total Employee Insurance	0.00	(256.14)	2,069.57	(256.14)	2,069.57	#DIV/0!
0310	Unemployment Insurance	0.00	0.00	0.00	0.00	0.00	#DIV/0!
0350	Workers Compensation - General	0.00	0.00	0.00	0.00	0.00	#DIV/0!
	TOTAL SALARIES & EMPLOYEE BENEFITS	0.00	59,521.86	47,269.57	59,521.86	47,269.57	#DIV/0!
0700-00	Communications - Telephone	0.00	132.98	127.54	132.98	127.54	#DIV/0!
0700-01	Communications - Modem/Fax	0.00	37.53	164.40	37.53	164.40	#DIV/0!
0700-02	Communications - Internet/Database	0.00	0.00	0.00	0.00	0.00	#DIV/0!
0700-05	Communications - Cataloging & Acquisitions Vendor	0.00	423.82	0.00	423.82	0.00	#DIV/0!
0700-07	Communications - 321 Grant	0.00	58.92	22.23	58.92	22.23	#DIV/0!
0700-08	Communications - Adult Literacy	0.00	0.00	0.00	0.00	0.00	#DIV/0!
	Total Communications	0.00	653.25	314.17	653.25	314.17	#DIV/0!
0900-00	Food - General Fund	0.00	0.00	0.00	0.00	0.00	#DIV/0!
0900-07	Food - 321 Grant	0.00	0.00	0.00	0.00	0.00	#DIV/0!
0900-08	Food - Adult Literacy	0.00	0.00	0.00	0.00	0.00	#DIV/0!
090-009	Food - Family Literacy	0.00	0.00	0.00	0.00	0.00	#DIV/0!
	Total Food	0.00	0.00	0.00	0.00	0.00	#DIV/0!
1000-00	Household Expense	0.00	0.00	0.00	0.00	0.00	#DIV/0!
1100-00	Insurance	0.00	5,024.74	0.00	5,024.74	0.00	#DIV/0!

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071

(Prepared from the Orange County Auditor's Report)
August 19, 1997

OBJECT CODE	DESCRIPTION	FY1997-98 BUDGETED	FY1997-98 YTD	FY1996-97 YTD	FY1997-98 Jul-97	FY1996-97 Jul-96	FY98 YTD % REV BUD
1300-00	Maintenance of Equipment - General Fund	0.00	0.00	2,600.00	0.00	2,600.00	#DIV/0!
1300-07	Maintenance of Equipment - 321 Grant	0.00	0.00	0.00	0.00	0.00	
1300-08	Maintenance of Equipment - Adult Literacy	0.00	0.00	0.00	0.00	0.00	#DIV/0!
1300-09	Maintenance of Equipment - Family Literacy	0.00	0.00	0.00	0.00	0.00	
	Total Maintenance of Equipment	0.00	0.00	2,600.00	0.00	2,600.00	#DIV/0!
	HVAC	0.00	969.45	0.00	969.45	0.00	#DIV/0!
	Carpet Cleaning	0.00	0.00	0.00	0.00	0.00	#DIV/0!
	Groundskeeping, City of Placentia	0.00	4,019.14	0.00	4,019.14	0.00	#DIV/0!
	Plumbing	0.00	88.50	158.45	88.50	158.45	#DIV/0!
	Electrical	0.00	0.00	0.00	0.00	0.00	#DIV/0!
	Cleaning Service	0.00	950.00	950.00	950.00	950.00	#DIV/0!
	Locksmith	0.00	0.00	0.00	0.00	0.00	#DIV/0!
	Other	0.00	252.58	0.00	252.58	0.00	#DIV/0!
1400-00	Total Maintenance of Building & Grounds	0.00	6,279.67	1,108.45	6,279.67	1,108.45	#DIV/0!
1600-00	Memberships - General Fund	0.00	0.00	0.00	0.00	0.00	#DIV/0!
1600-07	Memberships - 321 Grant	0.00	0.00	0.00	0.00	0.00	
1600-08	Memberships - Adult Literacy	0.00	0.00	0.00	0.00	0.00	#DIV/0!
1600-09	Memberships - Family Literacy	0.00	0.00	0.00	0.00	0.00	
	Total Memberships	0.00	0.00	0.00	0.00	0.00	#DIV/0!
1700-00	Miscellaneous Expense - General Fund	0.00	0.00	0.00	0.00	0.00	
1700-07	Miscellaneous Expense - 321 Grant	0.00	0.00	0.00	0.00	0.00	
1700-08	Miscellaneous Expense - Adult Literacy	0.00	0.00	0.00	0.00	0.00	
1700-09	Miscellaneous Expense - Family Literacy	0.00	0.00	0.00	0.00	0.00	
	Total Miscellaneous Expense	0.00	0.00	0.00	0.00	0.00	



**PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071**

(Prepared from the Orange County Auditor's Report)
August 19, 1997

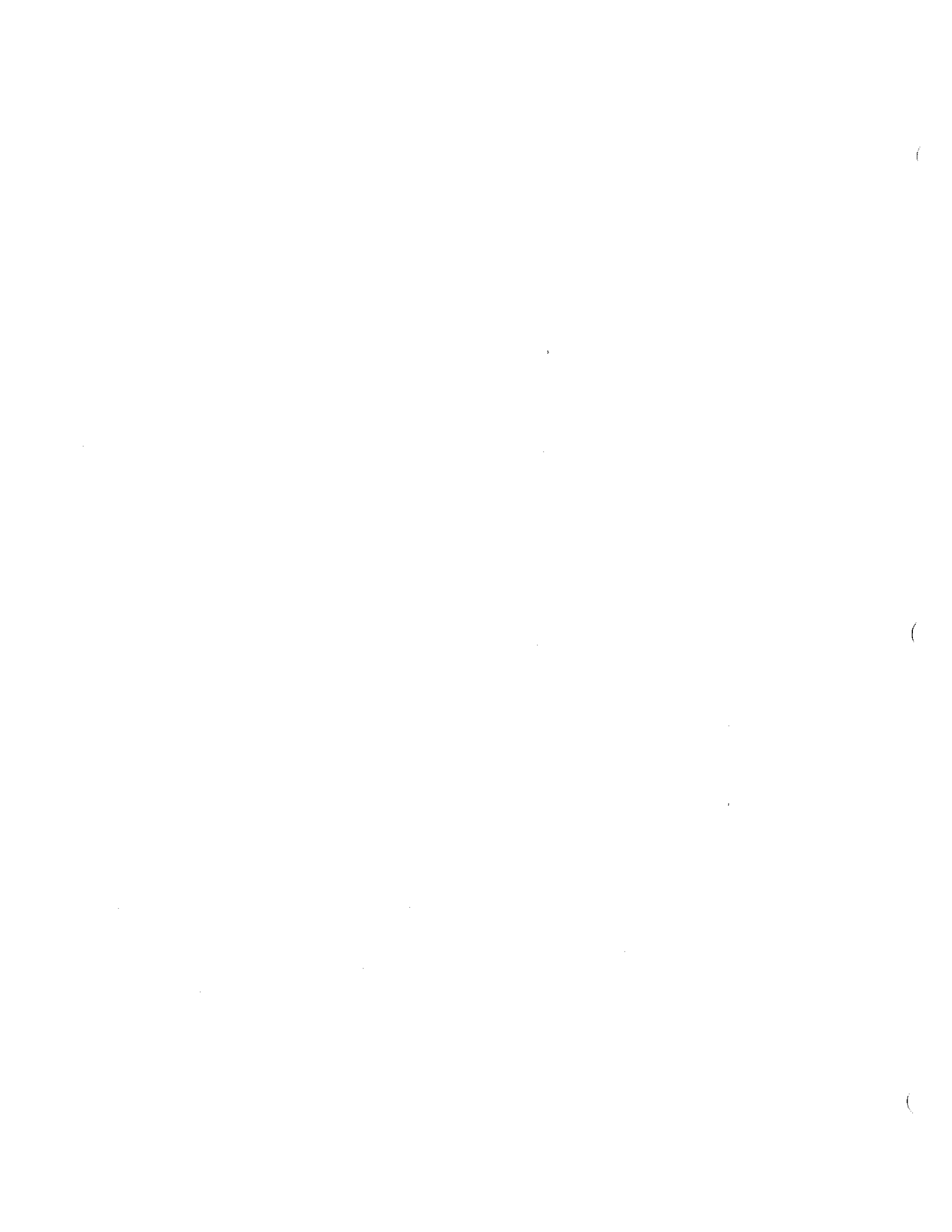
OBJECT CODE	DESCRIPTION	FY1997-98 BUDGETED	FY1997-98 YTD	FY1996-97 YTD	FY1997-98 Jul-97	FY1996-97 Jul-96	FY98 YTD % REV BUD
	Library Supplies	0.00	0.00	0.00	0.00	0.00	#DIV/0!
	Printing	0.00	0.00	86.70	0.00	86.70	#DIV/0!
	EZ Copy - copy cards for sale to patrons	0.00	0.00	0.00	0.00	0.00	
	Publications	0.00	39.19	0.00	39.19	0.00	#DIV/0!
	Paper	0.00	79.26	0.00	79.26	0.00	#DIV/0!
	Drinking Water Service	0.00	24.95	24.95	24.95	24.95	#DIV/0!
	Other Office Supplies	0.00	14.65	0.00	14.65	0.00	#DIV/0!
1800-00	Total Office Supply Expense - General Fund	0.00	158.05	111.65	158.05	111.65	#DIV/0!
1800-07	Literacy Dept Educ 321 Grant Supply Expense	0.00	0.00	0.00	0.00	0.00	
	Printing	0.00	0.00	0.00	0.00	0.00	#DIV/0!
	Publications	0.00	0.00	0.00	0.00	0.00	#DIV/0!
	Paper	0.00	0.00	0.00	0.00	0.00	#DIV/0!
	Other Office Supplies	0.00	201.27	0.00	201.27	0.00	#DIV/0!
1800-08	Total Adult Literacy Office Supply Expense	0.00	201.27	0.00	201.27	0.00	#DIV/0!
1800-09	Family Literacy Supply Expense	0.00	0.00	0.00	0.00	0.00	
	Total Office Expense	0.00	359.32	111.65	359.32	111.65	#DIV/0!
1803-00	Postage Expense - General Fund	0.00	0.00	0.00	0.00	0.00	#DIV/0!
1803-04	Postage Expense - LSCA II Grant	0.00	0.00	0.00	0.00	0.00	#DIV/0!
1803-08	Postage Expense - Adult Literacy	0.00	0.00	0.00	0.00	0.00	#DIV/0!
1803-09	Postage Expense - Family Literacy	0.00	0.00	0.00	0.00	0.00	#DIV/0!
	Total Postage Expense	0.00	0.00	0.00	0.00	0.00	#DIV/0!



**PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071**

(Prepared from the Orange County Auditor's Report)
August 19, 1997

OBJECT CODE	DESCRIPTION	FY1997-98 BUDGETED	FY1997-98 YTD	FY1996-97 YTD	FY1997-98 Jul-97	FY1996-97 Jul-96	FY98 YTD % REV BUD
	Care Resources (Employee Assistance)	0.00	0.00	0.00	0.00	0.00	#DIV/0!
	Pension Contribution & Operating Expenses	0.00	0.00	0.00	0.00	0.00	#DIV/0!
	Anaheim Library Automated System	0.00	0.00	0.00	0.00	0.00	#DIV/0!
	Clipping Service	0.00	32.71	0.00	32.71	0.00	#DIV/0!
	Tax Collection Services & Fees by Orange County	0.00	47.51	60.45	47.51	60.45	#DIV/0!
	Advertising	0.00	0.00	0.00	0.00	0.00	#DIV/0!
	Medical Exams	0.00	0.00	0.00	0.00	0.00	#DIV/0!
	Collection Services - Accounts Receivable	0.00	970.00	0.00	970.00	0.00	#DIV/0!
	Audit	0.00	0.00	0.00	0.00	0.00	#DIV/0!
	Payroll Preparation	0.00	196.25	205.50	196.25	205.50	#DIV/0!
	Election Expenses	0.00	0.00	0.00	0.00	0.00	#DIV/0!
	Staff Training in Library	0.00	0.00	0.00	0.00	0.00	#DIV/0!
	Other (including OCIP Settlement Allocations)	0.00	1,712.00	61.31	1,712.00	61.31	#DIV/0!
1900-00	Total Specialized Services - General Fund	0.00	2,958.47	327.26	2,958.47	327.26	#DIV/0!
1900-01	Specialized Services - LSCA II Grant	0.00	0.00	0.00	0.00	0.00	#DIV/0!
1900-07	Specialized Services - 321 Grant	0.00	571.00	0.00	571.00	0.00	#DIV/0!
1900-08	Specialized Services - Adult Literacy	0.00	0.00	0.00	0.00	0.00	#DIV/0!
1900-09	Specialized Services - Family Literacy	0.00	0.00	0.00	0.00	0.00	#DIV/0!
1900-18	Tax Collection Services & Fees by Orange County	0.00	0.00	14.85	0.00	14.85	#DIV/0!
	Total Specialized Services	0.00	3,529.47	342.11	3,529.47	342.11	#DIV/0!
2000-00	Legal Notices - General Fund	0.00	0.00	0.00	0.00	0.00	#DIV/0!
2000-01	Legal Notices - LSCA II Grant	0.00	0.00	0.00	0.00	0.00	#DIV/0!
	Total Legal Notices	0.00	0.00	0.00	0.00	0.00	#DIV/0!
2100-00	Rents/Leases-Equipment	0.00	0.00	0.00	0.00	0.00	#DIV/0!



PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
 (Prepared from the Orange County Auditor's Report)
 August 19, 1997

OBJECT CODE	DESCRIPTION	FY1997-98 BUDGETED	FY1997-98 YTD	FY1996-97 YTD	FY1997-98 Jul-97	FY1996-97 Jul-96	FY98 YTD % REV BUD
2200-00	Semi-Annual Bond Payment	0.00	0.00	0.00	0.00	0.00	#DIV/0!
2300-00	Small Tools/Instruments	0.00	0.00	0.00	0.00	0.00	
2400-00	Special Department Expense - Miscellaneous	0.00	0.00	0.00	0.00	0.00	#DIV/0!
2400-01	Special Department Expense- Books	0.00	950.67	0.00	950.67	0.00	#DIV/0!
2400-02	Special Department Expense- Video	0.00	0.00	0.00	0.00	0.00	#DIV/0!
2400-03	Special Department Expense - Electronic	0.00	9,207.00	0.00	9,207.00	0.00	#DIV/0!
2400-04	Special Department Expense - Periodicals	0.00	0.00	0.00	0.00	0.00	#DIV/0!
2400-05	Special Department Expense - Audio	0.00	118.05	0.00	118.05	0.00	#DIV/0!
2400-07	Special Department Expense - 321 Grant	0.00	0.00	0.00	0.00	0.00	
2400-08	Special Department Expense - Adult Literacy	0.00	0.00	0.00	0.00	0.00	#DIV/0!
2400-09	Special Department Expense - Family Literacy	0.00	0.00	0.00	0.00	0.00	
	Total Special Department Expense	0.00	10,275.72	0.00	10,275.72	0.00	#DIV/0!
2600-00	Transportation/Travel - General	0.00	0.00	0.00	0.00	0.00	
2700-00	Transportation/Travel - Meetings, Staff Out of Town	0.00	0.00	0.00	0.00	0.00	
2700-01	Transportation/Travel - Meetings, Staff Local	0.00	0.00	0.00	0.00	0.00	#DIV/0!
2700-02	Transportation/Travel - Meetings, Board Out of Town	0.00	0.00	0.00	0.00	0.00	#DIV/0!
2700-03	Transportation/Travel - Meetings, Board Local	0.00	0.00	0.00	0.00	0.00	#DIV/0!
2700-04	Transportation/Travel - Meetings, LSCA II Grant	0.00	0.00	0.00	0.00	0.00	
2700-07	Transportation/Travel - Meetings, 321 Grant	0.00	0.00	0.00	0.00	0.00	#DIV/0!
2700-08	Transportation/Travel - Meetings - Adult Literacy	0.00	0.00	0.00	0.00	0.00	#DIV/0!
2700-09	Transportation/Travel - Meetings - Family Literacy	0.00	0.00	0.00	0.00	0.00	
	Total Transportation/Travel - Meetings	0.00	0.00	0.00	0.00	0.00	#DIV/0!



PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
August 19, 1997

OBJECT CODE	DESCRIPTION	FY1997-98 BUDGETED	FY1997-98 YTD	FY1996-97 YTD	FY1997-98 Jul-97	FY1996-97 Jul-96	FY98 YTD % REV BUD
	Electricity	0.00	3,723.76	0.00	3,723.76	0.00	#DIV/0!
	Gas	0.00	21.87	36.15	21.87	36.15	#DIV/0!
	Water	0.00	325.93	274.31	325.93	274.31	#DIV/0!
	Total Utilities	0.00	4,071.56	310.46	4,071.56	310.46	#DIV/0!
	TOTAL SUPPLIES & SERVICES	0.00	30,193.73	4,786.84	30,193.73	4,786.84	#DIV/0!
3700-00	Taxes, Assessments (Sales Tax)	0.00	0.00	0.00	0.00	0.00	#DIV/0!
4000-00	Equipment - General Fund	0.00	0.00	0.00	0.00	0.00	#DIV/0!
4000-07	Equipment - 321 Grant	0.00	0.00	0.00	0.00	0.00	#DIV/0!
4000-08	Equipment - Adult Literacy	0.00	0.00	0.00	0.00	0.00	#DIV/0!
4000-09	Equipment - Family Literacy	0.00	0.00	0.00	0.00	0.00	#DIV/0!
4000-11	Equipment - County Assigned Fund	0.00	0.00	0.00	0.00	0.00	#DIV/0!
	Total Equipment	0.00	0.00	0.00	0.00	0.00	#DIV/0!
4200-00	Structures/Improvements	0.00	0.00	0.00	0.00	0.00	#DIV/0!
	TOTAL EQUIPMENT EXPENSE	0.00	0.00	0.00	0.00	0.00	#DIV/0!
4807	OPERATING TRANSFER TO ANOTHER DISTRICT I	0.00	0.00	0.00	0.00	0.00	#DIV/0!
5600	INVESTMENT POOL LOSS	0.00	0.00	0.00	0.00	0.00	#DIV/0!
	TOTAL EXPENSES	0.00	89,715.59	52,056.41	89,715.59	52,056.41	#DIV/0!

Placentia Library District
Balance Sheet

July 31, 1997

Assets

General Fund - Checking	6,002.04	
Literacy Fund-Checking	0.00	
County Exempt-Checking	4,746.45	
Payroll Account	32,903.81	
Savings (P/R Support)	4,113.93	
Savings (P/R Fees)	2,251.79	
Certificates of Deposit	27,500.00	
General Fund - Savings	3,736.11	
Literacy Fund - Savings	4,283.29	
County Exempt - Savings	6,740.52	
Total Assets		92,277.94

Liabilities

Manual Payroll Checks	0.00	
Payroll Taxes Payable	(375.76)	
Deferred Comp Payable	842.45	
Insurance Payable	(435.65)	
Credit Union Payable	(364.22)	
Union Dues Payable	110.28	
Other Employee Deductions	656.41	
Total Liabilities		433.51

Capital

Fund Balance	91,844.43	
Total Capital		91,844.43
Total Liabilities and Capital		92,277.94

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

July 1997

Prepared 8/14/97

	DATE/NO.	DEBITS	CREDITS	BALANCE
Statement Balance				4,635.81
Checks Out	1034	899.70		
TOTALS		899.70	0.00	
CHECKBOOK BAL				3,736.11

EDMUND
8/14/97

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

July 1997

Prepared 8/14/97

	DATE/NO.	DEBITS	CREDITS	BALANCE
Statement Balance				6,162.59
Checks Out	4388	160.55		
TOTALS		160.55	0.00	
CHECKBOOK BAL				6,002.04

EM
8/14/97

07/31/97

Placentia Library District
Income Statement For Department 01
YTD Actual Spread Sheet
1 Period(s) Ending July 31, 1997

Page 1
Part 1 of 1 Parts

	07/31/97
Income	
Cash Register-Audio Visual	0.00
Cash Register-Mis.	29.00
Cash Register-Fines	1,582.65
Cash Register-Damaged Items-Not in Us	0.00
Cash Register-Lost Items	183.46
Cash Register-Copy Cards	0.00
Cash Register-Fax/Laminator	0.00
Cash Register-Childrens	0.00
Cash Register-Publications	0.00
Cash Register-Reserves	104.00
Cash Register-Computer Rental	0.00
Typewriter Income	0.00
Telephone Income	0.00
Copy Machine Income	0.00
State Library Reimbursements	0.00
State Library Grants	0.00
State of California Foundation Funds	0.00
Other Grants	0.00
County Reimbursements	0.00
Interest Income - checking	0.00
Interest Income - savings	7.03
Miscellaneous Income	0.00

Total Income	1,906.14
Cost of Sales	

Gross Profit (Loss)	1,906.14
Expenses	
Transfers to County	899.70
Employee Insurance (030)	0.00
Food (0900)	0.00
Household Expenses (100)	0.00
Insurance (1100)	0.00
Maintenance-Equip (130)	0.00
Maintenance-Bldg (140)	0.00
Communications (070)	0.00
Memberships (160)	0.00
Office Expense (180)	234.72
Postage (183)	149.00
Prof. & Spec. Services (190)	0.00
Special Departmental Expense (240)	0.00
Transportation & Travel (270)	271.88
Utilities (280)	0.00
Equipment (400)	0.00

07/31/97

Placentia Library District
Income Statement For Department 01
YTD Actual Spread Sheet
1 Period(s) Ending July 31, 1997

Page 2
Part 1 of 1 Parts

	07/31/97
Taxes and Fees (370)	3.50
Funds in Transit	0.00

Total Expenses	1,558.80

Operating Income (Loss)	347.34
Other Income	
Other Expenses	

Net Income (Loss)	347.34
	=====

07/31/97

Placentia Library District
Cash Disbursements
Checkbook 5 Fiscal Year 98 Period 1
General Fund - Savings

Page 1

Check	Date	Payee	Amount
1034	07/15/97	O. C. Auditor	899.70
		0-5102-01 Transfers to County	899.70
		Checkbook 5 Total	899.70

07/31/97

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

Page 1

Check	Date	Payee		Amount
4383	07/01/97	U.S. Postmaster 0-5116-01 Postage (183)	149.00	149.00
4384	07/01/97	Hyatt Hotel 0-5122-01 Transportation & Travel (270)	110.88	110.88
4385	07/09/97	Titan Bookstore 0-5114-01 Office Expense (180)	32.31	32.31
4386	07/09/97	Savon 0-5114-01 Office Expense (180)	41.86	41.86
4387	07/24/97	Plac.Chamber 0-5122-01 Transportation & Travel (270)	50.00	50.00
4388	07/24/97	Aspen Publishers 0-5114-01 Office Expense (180)	160.55	160.55
4389	07/24/97	Time to Travel 0-5122-01 Transportation & Travel (270)	111.00	111.00
				<hr/>
Checkbook 1 Total				655.60

07/31/97

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

Page 2

For Fiscal Year 98, Period 1 through Fiscal Year 98, Period 1

Account Name	Total
0-5114-01 Office Expense (180)	234.72
0-5116-01 Postage (183)	149.00
0-5122-01 Transportation & Travel (270)	271.88

	655.60
	=====

TO: Library Board of Trustees
FROM: Charlene Dumitru
DATE: August 19, 1997
SUBJECT: Loan from Literacy Fund to County Exempt Fund

On July 16, 1997 \$6,200.00 was transferred from the Literacy Fund Savings Account to the County Exempt Fund Savings Account.

This transferred is a loan to cover the cost of the copier lease payments in the amount of \$6,248.96 which were billed fourteen months after the inception of the lease, inclusive of the entire fourteen months.

During the period of non-billing of lease payments, profit from the copiers was deposited with the County Auditors Office to repay loan taken from the District's Fund 702 for the purchase of the debit card system and printers. To date \$8,565.48 has been repaid.

In order to bring the lease up to date, it was more cost effective to borrow funds from our in-house Literacy Fund rather than to borrow the funds back from Fund 702, as the funds held with the County earn a higher rate of interest.

Profit from the copiers, after costs of lease payments, maintenance agreement payments, and supplies, will be applied to repaying the \$6,200.00 borrowed from the Literacy Fund, until it is repaid in full.

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

July 1997

Prepared 8/14/97

	DATE/NO.	DEBITS	CREDITS	BALANCE
Statement Balance				4,283.29
Checks Out				
TOTALS		0.00	0.00	
CHECKBOOK BAL				4,283.29

Edmund
8/14/97

07/31/97

Page 1

Placentia Library District
 Income Statement For Department 02
 YTD Actual Spread Sheet
 1 Period(s) Ending July 31, 1997

Part 1 of 1 Parts

	07/31/97
Income	
Gifts Income	0.00
Tutor Training Income	60.00
Workshops Income	0.00
Book/Materials Income	0.00
Interest Income - checking	0.00
Interest Income - savings	14.53
Miscellaneous Income	0.00
Citizenship Tests (CASAS)	0.00
Citizenship Tests (CASAS)	0.00
Donations to Literacy	0.00
Placentopoly Games	20.00
Loan Repayment from C.E.	0.00

Total Income	94.53
Cost of Sales	-----
Gross Profit (Loss)	94.53
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)	(6,105.47)
Other Income	
Other Expenses	

Net Income (Loss)	(6,105.47)
	=====

07/31/97

Placentia Library District
Cash Disbursements
Checkbook 6 Fiscal Year 98 Period 1
Literacy Fund - Savings

Page 1

Check	Date	Payee	Amount
1002	07/17/97	Plac. Lib. C.E. Fund 0-5217-02 Loan to C.E. for Copier	6,200.00 6,200.00
		Checkbook 6 Total	6,200.00

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

July 1997

Prepared 8/14/97

	DATE/NO.	DEBITS	CREDITS	BALANCE
Statement Balance				6,740.52
Checks Out				
TOTALS		0.00	0.00	
CHECKBOOK BAL				6,740.52

[Handwritten Signature]
8/14/97

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

July 1997

Prepared 8/14/97

	DATE/NO.	DEBITS	CREDITS	BALANCE
Statement Balance				4,921.45
Checks Out	1095	175.00		
TOTALS		175.00	0.00	
CHECKBOOK BAL				4,746.45

Ed Meier
8/14/97

07/31/97

Placentia Library District
Income Statement For Department 03
YTD Actual Spread Sheet
1 Period(s) Ending July 31, 1997

Page 1
Part 1 of 1 Parts

	07/31/97
Income	
Cash Register-Copy Cards-Exempt Fund	0.00
Microfilm/Microfich Income	0.00
Meeting Room Income	190.00
Test Proctoring Income	20.00
Vending Machine Income	0.00
Debit Card Income	401.60
Friends Contributions	0.00
Friends - Summer Reading	0.00
Gifts Income	0.00
Special Gifts (Non Library)	0.00
Children's Dept Income	0.00
Lobbyist Income	0.00
Interest Income - checking	5.01
Interest Income - savings	15.42
Miscellaneous Income	0.00
Gulf Arab Grant Income	0.00
Community Grant Income	0.00
Directors Fund (Friends)	0.00
Camp Library (Friends)	0.00
Storytime (Friends)	0.00
Loan from Literacy	6,200.00

Total Income	6,832.03
Cost of Sales	

Gross Profit (Loss)	6,832.03
Expenses	
Copy Cards Purchase	0.00
Vend. Mach.-Repay Capital Equip.	0.00
Vending Machine Supplies	0.00
Vending Machine Repairs	0.00
Bank Fees & Services Charges	10.00
Children's Summer Reading Program	410.00
Children's Camp Library	75.00
Children's Storytime (Friends)	0.00
Children's-Other	0.00
Debit Card - Repay Capital Equip.	0.00
Friend's-Director's Fund	0.00
Friend's-Other Activities	0.00
Library Board Expenses	550.90
Meeting Room Upkeep Expenses	0.00
Gulf Arab Grant	0.00
Community Grant Expense	0.00
Miscellaneous	0.00

07/31/97

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Placentia Library District
Income Statement For Department 03
YTD Actual Spread Sheet
1 Period(s) Ending July 31, 1997

Part 1 of 1 Parts

	07/31/97
Lobbyist Expense	0.00
Funds in Transit	0.00
Debit Card System Repairs	0.00
Debit Cards	0.00
Copier Maintenance Contract	469.15
Copier Lease Payments	6,248.96
Copier Supplies	0.00
Repay loan to Lit.(copier)	0.00

Total Expenses	7,764.01

Operating Income (Loss)	(931.98)
Other Income	
Other Expenses	

Net Income (Loss)	(931.98)
	=====

07/31/97

Placentia Library District
Cash Disbursements
Checkbook 7 Fiscal Year 98 Period 1
County Exempt - Savings

Page 1

Check	Date	Payee	Amount
1026	07/16/97	Sharp Electronics 0-5328-03 Copier Lease Payments	6,248.96
1027	07/16/97	IKON Office Solution 0-5327-03 Copier Maintenance Contract	229.65
1028	07/16/97	IKON Office Solution 0-5327-03 Copier Maintenance Contract	239.50
Checkbook 7 Total			6,718.11

07/31/97

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

Page 2

For Fiscal Year 98, Period 1 through Fiscal Year 98, Period 1

Account Name	Total
0-5327-03 Copier Maintenance Contract	469.15
0-5328-03 Copier Lease Payments	6,248.96

	6,718.11
	=====

07/31/97

Placentia Library District
Cash Disbursements
Checkbook 3 Fiscal Year 98 Period 1
County Exempt

Page 19

Check	Date	Payee	Amount
1093	07/02/97	Fantasy in Magic 0-5310-03 Children's Camp Library	75.00 75.00
1094	07/02/97	Storytellers & Troub 0-5308-03 Children's Summer Reading Progra	135.00 135.00
1095	07/02/97	Franklin Hayes Mario 0-5308-03 Children's Summer Reading Progra	175.00 175.00
1096	07/02/97	VOID void	0.00
1097	07/17/97	Sophies 0-5318-03 Library Board Expenses	550.90 550.90
1098	07/17/97	VOID void	0.00
1099	07/23/97	Donna Bass 0-5308-03 Children's Summer Reading Progra	100.00 100.00
1100	07/23/97	VOID void	0.00
Checkbook 3 Total			1,035.90

07/31/97

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

Page 2

For Fiscal Year 98, Period 1 through Fiscal Year 98, Period 1

Account Name	Total
0-5308-03 Children's Summer Reading Program	410.00
0-5310-03 Children's Camp Library	75.00
0-5318-03 Library Board Expenses	550.90
	<u>1,035.90</u>

PLACENTIA LIBRARY DISTRICT
 Reconciliation for Bank of America Account 07605-80156
 Payroll Account
 July, 1997

Prepared August 12, 1997

	NUMBER	DEBITS	CREDITS	BALANCE
Statement Balance				33,248.84
	3238	131.64		
	3241	118.49		
	3247	94.90		
	TOTALS	345.03	0.00	
Checkbook balance				32,903.81

07/31/97

Page 1
Part 1 of 1 Parts

Placentia Library District
Income Statement For Department 04
YTD Actual Spread Sheet
1 Period(s) Ending July 31, 1997

	07/31/97
Income	
Transfers from County	59,778.00
Interest Income-CD's	0.00
Interest-Savings-Landmark	0.00
Interest-Savings-B of A	0.00
Miscellaneous Income	0.00

Total Income	59,778.00
Cost of Sales	-----
Gross Profit (Loss)	59,778.00
Expenses	
Salaries	34,923.52
Prepaid Salaries	0.00
Employee Benefits	0.00
Employer Payroll Taxes	2,630.87
Payroll Processing Fees	0.00
Bank Fees and Service Charges	0.00
Miscellaneous - Unknown	0.00

Total Expenses	37,554.39
Operating Income (Loss)	22,223.61
Other Income	
Other Expenses	-----
Net Income (Loss)	22,223.61
	=====

07/31/97

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

Page 1

For Fiscal Year 98, Period 1 through Fiscal Year 98, Period 1

Account Name	Total
* * N O A C T I V I T Y * *	

701-3704

ACQUISITIONS REPORT FOR THE MONTH OF JULY 1997
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	12.48	1	1,050.63	59	1,063.11	60	1,488.00	87	2,551.11	147
Adult Circulating Non-Fiction	20.05	1	1,191.63	57	1,211.68	58	1,689.99	89	2,901.67	147
Adult Reference	1,142.21	5	0.00	0	1,142.21	5	0.00	0	1,142.21	5
Adult Print Combinations	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	1,162.26	6	1,191.63	57	2,353.89	63	1,689.99	89	4,043.88	152
TOTAL ADULT PRINT MATERIALS	1,174.74	7	2,242.26	116	3,417.00	123	3,177.99	176	6,594.99	299
Adult Audio/Music	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Adult Audio Books	450.00	28	0.00	0	450.00	28	0.00	0	450.00	28
Total Adult Audio	450.00	28	0.00	0	450.00	28	0.00	0	450.00	28
Adult Video Educational	119.85	3	0.00	0	119.85	3	200.00	10	319.85	13
Adult Video Entertainment	0.00	0	0.00	0	0.00	0	755.00	37	755.00	37
Total Adult Video	119.85	3	0.00	0	119.85	3	955.00	47	1,074.85	50
Adult Computer Software	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
TOTAL ADULT NON-PRINT MATERIALS	569.85	31	0.00	0	569.85	31	955.00	47	1,524.85	78
TOTAL ADULT MATERIALS	1,744.59	38	2,242.26	116	3,986.85	154	4,132.99	223	8,119.84	377
Juvenile Fiction	0.00	0	0.00	0	0.00	0	26.00	2	26.00	2
Juvenile Circulating Non-Fiction	0.00	0	964.84	62	964.84	62	104.70	12	1,069.54	74
Juvenile Reference	52.09	1	172.81	4	224.90	5	0.00	0	224.90	5
Juvenile Print Combinations	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	52.09	1	1,137.65	66	1,189.74	67	104.70	12	1,294.44	79
TOTAL JUVENILE PRINT MATERIALS	52.09	1	1,137.65	66	1,189.74	67	130.70	14	1,320.44	81
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	135.00	9	135.00	9
Total Juvenile Video	0.00	0	0.00	0	0.00	0	135.00	9	135.00	9
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	135.00	9	135.00	9
TOTAL JUVENILE MATERIALS	52.09	1	1,137.65	66	1,189.74	67	265.70	23	1,455.44	90
Total Fiction	12.48	1	1,050.63	59	1,063.11	60	1,514.00	89	2,577.11	149
Total Non-Fiction	1,214.35	7	2,329.28	123	3,543.63	130	1,794.69	101	5,338.32	214
Total Audio	450.00	28	0.00	0	450.00	28	0.00	0	450.00	28
Total Video	119.85	3	0.00	0	119.85	3	1,090.00	56	1,209.85	59
Total Computer Software	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
TOTAL MATERIALS	1,796.68	39	3,379.91	182	5,176.59	221	4,398.69	246	9,575.28	448

OUTSTANDING ORDERS AS OF JULY 31, 1997

General Fund	Adopt-A-Book	TOTAL
Amount	Amount	Amount
\$506.19	\$1,506.17	\$2,012.36

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

August 1997

Prepared 9/10/97

	DATE/NO.	DEBITS	CREDITS	BALANCE
Statement Balance				5,914.25
Checks Out	4395	146.00		
TOTALS		146.00	0.00	
CHECKBOOK BAL				5,768.25

Erin M. Smith
9/10/97

08/31/97

Page 1
Part 1 of 1 Parts

Placentia Library District
Income Statement For Department 01
Period Spread Sheet
1 Period(s) Ending August 31, 1997

	Total	08/31/97
Income		
Cash Register-Audio Visual	0.00	0.00
Cash Register-Mis.	0.00	0.00
Cash Register-Fines	1,291.35	1,291.35
Cash Register-Damaged Items-Not in	0.00	0.00
Cash Register-Lost Items	42.45	42.45
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	88.00	88.00
Cash Register-Computer Rental	0.90	0.90
Typewriter Income	15.10	15.10
Telephone Income	0.00	0.00
Copy Machine Income	0.00	0.00
State Library Reimbursements	0.00	0.00
State Library Grants	8,861.00	8,861.00
State of California Foundation Fund	0.00	0.00
Other Grants	0.00	0.00
County Reimbursements	441.49	441.49
Interest Income - checking	0.00	0.00
Interest Income - savings	8.36	8.36
Miscellaneous Income	0.00	0.00
	-----	-----
Total Income	10,748.65	10,748.65
Cost of Sales		
	-----	-----
Gross Profit (Loss)	10,748.65	10,748.65
Expenses		
Transfers to County	11,244.21	11,244.21
Employee Insurance (030)	0.00	0.00
Food (0900)	0.00	0.00
Household Expenses (100)	28.61	28.61
Insurance (1100)	0.00	0.00
Maintenance-Equip (130)	0.00	0.00
Maintenance-Bldg (140)	0.00	0.00
Communications (070)	0.00	0.00
Memberships (160)	0.00	0.00
Office Expense (180)	171.26	171.26
Postage (183)	0.00	0.00
Prof. & Spec. Services (190)	(100.00)	(100.00)
Special Departmental Expense (240)	0.00	0.00
Transportation & Travel (270)	653.56	653.56
Utilities (280)	0.00	0.00
Equipment (400)	0.00	0.00

08/31/97

Page 2
Part 1 of 1 Parts

Placentia Library District
Income Statement For Department 01
Period Spread Sheet
1 Period(s) Ending August 31, 1997

	Total	08/31/97
Taxes and Fees (370)	17.50	17.50
Funds in Transit	0.00	0.00
	-----	-----
Total Expenses	12,015.14	12,015.14
	-----	-----
Operating Income (Loss)	(1,266.49)	(1,266.49)
Other Income		
Other Expenses		
	-----	-----
Net Income (Loss)	(1,266.49)	(1,266.49)
	=====	=====

08/31/97

Page 1

Placentia Library District
Income Statement For Department 01
YTD Actual Spread Sheet
1 Period(s) Ending August 31, 1997

Part 1 of 1 Parts

	08/31/97
Income	
Cash Register-Audio Visual	0.00
Cash Register-Mis.	29.00
Cash Register-Fines	2,874.00
Cash Register-Damaged Items-Not in Us	0.00
Cash Register-Lost Items	225.91
Cash Register-Copy Cards	0.00
Cash Register-Fax/Laminator	0.00
Cash Register-Childrens	0.00
Cash Register-Publications	0.00
Cash Register-Reserves	192.00
Cash Register-Computer Rental	0.90
Typewriter Income	15.10
Telephone Income	0.00
Copy Machine Income	0.00
State Library Reimbursements	0.00
State Library Grants	8,861.00
State of California Foundation Funds	0.00
Other Grants	0.00
County Reimbursements	441.49
Interest Income - checking	0.00
Interest Income - savings	15.39
Miscellaneous Income	0.00

Total Income	12,654.79
Cost of Sales	

Gross Profit (Loss)	12,654.79
Expenses	
Transfers to County	12,143.91
Employee Insurance (030)	0.00
Food (0900)	0.00
Household Expenses (100)	28.61
Insurance (1100)	0.00
Maintenance-Equip (130)	0.00
Maintenance-Bldg (140)	0.00
Communications (070)	0.00
Memberships (160)	0.00
Office Expense (180)	405.98
Postage (183)	149.00
Prof. & Spec. Services (190)	(100.00)
Special Departmental Expense (240)	0.00
Transportation & Travel (270)	925.44
Utilities (280)	0.00
Equipment (400)	0.00

08/31/97

Placentia Library District
Income Statement For Department 01
YTD Actual Spread Sheet
1 Period(s) Ending August 31, 1997

Page 2
Part 1 of 1 Parts

	08/31/97
Taxes and Fees (370)	21.00
Funds in Transit	0.00

Total Expenses	13,573.94

Operating Income (Loss)	(919.15)
Other Income	
Other Expenses	

Net Income (Loss)	(919.15)
	=====

08/31/97

Placentia Library District
Cash Disbursements
Checkbook 1 Fiscal Year 98 Period 2
General Account

Page

Check	Date	Payee		Amount
4390	08/01/97	Foundation Center		99.50
		0-5114-01 Office Expense (180)	99.50	
4391	08/01/97	Home Depot		28.61
		0-5106-01 Household Expenses (100)	28.61	
4392	08/04/97	Natl Ctr Non-Profit		111.68
		0-5122-01 Transportation & Travel (270)	111.68	
4393	08/06/97	Smart & Final		71.76
		0-5114-01 Office Expense (180)	71.76	
4394	08/06/97	Natl Soc Fund Raisin		285.00
		0-5122-01 Transportation & Travel (270)	285.00	
4395	08/06/97	Time to Travel		146.00
		0-5122-01 Transportation & Travel (270)	146.00	
4396	08/06/97	VOID void		0.00
4397	08/12/97	Hyatt Regency		110.88
		0-5122-01 Transportation & Travel (270)	110.88	
			<hr/>	
Checkbook 1 Total				853.43

08/31/97

Placentia Library District
Cash Disbursements
Checkbook 5 Fiscal Year 98 Period 2
General Fund - Savings

Page 1

Check	Date	Payee	Amount
1035	08/26/97	O.C. Auditor	11,244.21
		0-5102-01 Transfers to County	11,244.21
		Checkbook 5 Total	11,244.21

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

August 1997

Prepared 9/10/97

	DATE/NO.	DEBITS	CREDITS	BALANCE
Statement Balance				4,501.83
Checks Out				
TOTALS		0.00	0.00	
CHECKBOOK BAL				4,501.83

Ernesto
9/10/97

08/31/97

Page 1
Part 1 of 1 Parts

Placentia Library District
Income Statement For Department 02
Period Spread Sheet
1 Period(s) Ending August 31, 1997

	Total	08/31/97
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	8.54	8.54
Miscellaneous Income	0.00	0.00
Citizenship Tests (CASAS)	210.00	210.00
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	218.54	218.54
Cost of Sales		
	-----	-----
Gross Profit (Loss)	218.54	218.54
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)	218.54	218.54
Other Income		
Other Expenses		
	-----	-----
Net Income (Loss)	218.54	218.54
	=====	=====

08/31/97

Page 1

Placentia Library District
Income Statement For Department 02
YTD Actual Spread Sheet
1 Period(s) Ending August 31, 1997

Part 1 of 1 Parts

	08/31/97
Income	
Gifts Income	0.00
Tutor Training Income	60.00
Workshops Income	0.00
Book/Materials Income	0.00
Interest Income - checking	0.00
Interest Income - savings	23.07
Miscellaneous Income	0.00
Citizenship Tests (CASAS)	210.00
Citizenship Tests (CASAS)	0.00
Donations to Literacy	0.00
Placentopoly Games	20.00
Loan Repayment from C.E.	0.00

Total Income	313.07
Cost of Sales	

Gross Profit (Loss)	313.07
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)	(5,886.93)
Other Income	
Other Expenses	

Net Income (Loss)	(5,886.93)
	=====

00/31/97

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

Page 1

For Fiscal Year 98, Period 2 through Fiscal Year 98, Period 2

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

August 1997

Prepared 9/10/97

	DATE/NO.	DEBITS	CREDITS	BALANCE
Statement Balance				6,915.28
Checks Out	1031	446.34		
	1032	459.30		
TOTALS		905.64	0.00	
CHECKBOOK BAL				6,009.64

EW
9/10/97

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

August 1997

Prepared 9/10/97

	DATE/NO.	DEBITS	CREDITS	BALANCE
Statement Balance				4,175.19
Checks Out	1107	252.57		
TOTALS		252.57	0.00	
CHECKBOOK BAL				3,922.62

EW
9/10/97

08/31/97

Placentia Library District
Income Statement For Department 03
Period Spread Sheet
1 Period(s) Ending August 31, 1997

Page 1
Part 1 of 1 Parts

	Total	08/31/97
Income		
Cash Register-Copy Cards-Exempt Fun	0.00	0.00
Microfilm/Microfich Income	0.00	0.00
Meeting Room Income	600.00	600.00
Test Proctoring Income	0.00	0.00
Vending Machine Income	0.00	0.00
Debit Card Income	398.45	398.45
Friends Contributions	275.45	275.45
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	3.93	3.93
Interest Income - savings	13.00	13.00
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	1,290.83	1,290.83
Cost of Sales		
	-----	-----
Gross Profit (Loss)	1,290.83	1,290.83
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	137.56	137.56
Children's Camp Library	0.00	0.00
Children's Storytime (Friends)	630.00	630.00
Children's-Other	0.00	0.00
Debit Card - Repay Capital Equip.	0.00	0.00
Friend's-Director's Fund	170.78	170.78
Friend's-Other Activities	0.00	0.00
Library Board Expenses	0.00	0.00
Meeting Room Upkeep Expenses	312.57	312.57
Gulf Arab Grant	0.00	0.00
Community Grant Expense	0.00	0.00
Miscellaneous	0.00	0.00

08/31/97

Page 2
Part 1 of 1 Parts

Placentia Library District
Income Statement For Department 03
Period Spread Sheet
1 Period(s) Ending August 31, 1997

	Total	08/31/97
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	688.95	688.95
Copier Lease Payments	892.68	892.68
Copier Supplies	0.00	0.00
Repay loan to Lit.(copier)	0.00	0.00
	-----	-----
Total Expenses	2,845.54	2,845.54
	-----	-----
Operating Income (Loss)	(1,554.71)	(1,554.71)
Other Income		
Other Expenses		
	-----	-----
Net Income (Loss)	(1,554.71)	(1,554.71)
	=====	=====

08/31/97

Placentia Library District
Income Statement For Department 03
YTD Actual Spread Sheet
1 Period(s) Ending August 31, 1997

Page 1
Part 1 of 1 Parts

	08/31/97
Income	
Cash Register-Copy Cards-Exempt Fund	0.00
Microfilm/Microfich Income	0.00
Meeting Room Income	790.00
Test Proctoring Income	20.00
Vending Machine Income	0.00
Debit Card Income	800.05
Friends Contributions	275.45
Friends - Summer Reading	0.00
Gifts Income	0.00
Special Gifts (Non Library)	0.00
Children's Dept Income	0.00
Lobbyist Income	0.00
Interest Income - checking	8.94
Interest Income - savings	28.42
Miscellaneous Income	0.00
Gulf Arab Grant Income	0.00
Community Grant Income	0.00
Directors Fund (Friends)	0.00
Camp Library (Friends)	0.00
Storytime (Friends)	0.00
Loan from Literacy	6,200.00

Total Income	8,122.86
 Cost of Sales	

Gross Profit (Loss)	8,122.86
 Expenses	
Copy Cards Purchase	0.00
Vend. Mach.-Repay Capital Equip.	0.00
Vending Machine Supplies	0.00
Vending Machine Repairs	0.00
Bank Fees & Services Charges	23.00
Children's Summer Reading Program	547.56
Children's Camp Library	75.00
Children's Storytime (Friends)	630.00
Children's-Other	0.00
Debit Card - Repay Capital Equip.	0.00
Friend's-Director's Fund	170.78
Friend's-Other Activities	0.00
Library Board Expenses	550.90
Meeting Room Upkeep Expenses	312.57
Gulf Arab Grant	0.00
Community Grant Expense	0.00
Miscellaneous	0.00

08/31/97

Placentia Library District
Income Statement For Department 03
YTD Actual Spread Sheet
1 Period(s) Ending August 31, 1997

Page 2
Part 1 of 1 Parts

	08/31/97
Lobbyist Expense	0.00
Funds in Transit	0.00
Debit Card System Repairs	0.00
Debit Cards	0.00
Copier Maintenance Contract	1,158.10
Copier Lease Payments	7,141.64
Copier Supplies	0.00
Repay loan to Lit.(copier)	0.00

Total Expenses	10,609.55

Operating Income (Loss)	(2,486.69)
Other Income	
Other Expenses	

Net Income (Loss)	(2,486.69)
	=====

08/31/97

Placentia Library District
Cash Disbursements
Checkbook 3 Fiscal Year 98 Period 2
County Exempt

Page

Check	Date	Payee		Amount
1101	08/05/97	JanWay Company		170.78
		0-5314-03 Friend's-Director's Fund	170.78	
1102	08/05/97	Emil's Cleaning		60.00
		0-5319-03 Meeting Room Upkeep Expenses	60.00	
1103	08/05/97	Ingram Lib. Svcs.		12.56
		0-5308-03 Children's Summer Reading Progra	12.56	
1104	08/06/97	Ruben Gerard		125.00
		0-5308-03 Children's Summer Reading Progra	125.00	
1105	08/07/97	Donna Bass		360.00
		0-5311-03 Children's Storytime (Friends)	360.00	
1106	08/26/97	Donna Bass		270.00
		0-5311-03 Children's Storytime (Friends)	270.00	
1107	08/26/97	Pringles Draperies		252.57
		0-5319-03 Meeting Room Upkeep Expenses	252.57	
		Checkbook 3 Total		1,250.91

08/31/97

Placentia Library District
Cash Disbursements
Checkbook 7 Fiscal Year 98 Period 2
County Exempt - Savings

Page 1

Check	Date	Payee	Amount
1029	08/05/97	Sharp Elect 0-5328-03 Copier Lease Payments	446.34
1030	08/05/97	IKON Office 0-5327-03 Copier Maintenance Contract	229.65
1031	08/26/97	Sharp Elect. 0-5328-03 Copier Lease Payments	446.34
1032	08/26/97	IKON 0-5327-03 Copier Maintenance Contract	459.30
Checkbook 7 Total			1,581.63

08/31/97

Page 1
Part 1 of 1 Parts

Placentia Library District
Income Statement For Department 04
Period Spread Sheet
1 Period(s) Ending August 31, 1997

	Total	08/31/97
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	36,400.50	36,400.50
Prepaid Salaries	0.00	0.00
Employee Benefits	0.00	0.00
Employer Payroll Taxes	2,705.59	2,705.59
Payroll Processing Fees	0.00	0.00
Bank Fees and Service Charges	0.00	0.00
Miscellaneous - Unknown	0.00	0.00
	-----	-----
Total Expenses	39,106.09	39,106.09
Operating Income (Loss)	745.91	745.91
Other Income		
Other Expenses	-----	-----
Net Income (Loss)	745.91	745.91
	=====	=====

08/31/97

Page 1
Part 1 of 1 Parts

Placentia Library District
Income Statement For Department 04
YTD Actual Spread Sheet
1 Period(s) Ending August 31, 1997

	08/31/97
Income	
Transfers from County	99,630.00
Interest Income-CD's	0.00
Interest-Savings-Landmark	0.00
Interest-Savings-B of A	0.00
Miscellaneous Income	0.00

Total Income	99,630.00
Cost of Sales	

Gross Profit (Loss)	99,630.00
Expenses	
Salaries	71,324.02
Prepaid Salaries	0.00
Employee Benefits	0.00
Employer Payroll Taxes	5,336.46
Payroll Processing Fees	0.00
Bank Fees and Service Charges	0.00
Miscellaneous - Unknown	0.00

Total Expenses	76,660.48

Operating Income (Loss)	22,969.52
Other Income	
Other Expenses	

Net Income (Loss)	22,969.52
	=====

08/31/97

Placentia Library District
Cash Disbursements
Checkbook 4 Fiscal Year 98 Period 2
Payroll Account

Page 1

Check	Date	Payee	Amount
617	08/14/97	Jin Kang	146.02
		0-2010-00 Manual Payroll Checks	146.02
		Checkbook 4 Total	146.02

TO: Elizabeth D. Minter, Library Director
 FROM: Peggy Burkich, Circulation Supervisor *PB*
 DATE: August 19, 1997
 SUBJECT: ACS: Overdue Collection Report for the Month of July

The report was not received from ACS Collection Agency as of August 14, 1997.

A summary of the current status is as follows:

	# New Accounts Submitted	Total # Active Accounts	# Paid In Full Curr. Month	Amount Received Curr. Month	# Written Off Suspended Curr. Month
July					
August					
September					
October					
November					
December					
January					
February					
March					
April					
May					
June					
TOTAL YTD	0	0	0	0.00	0



TO: Library Board of Trustees
 FROM: Elizabeth D. Minter, Library Director *edm*
 DATE: August 19, 1997
 SUBJECT: DEBIT CARD SYSTEM REIMBURSEMENT REPORT FOR JULY, 1997

SUMMARY OF PRINTER/COPIER ACCOUNTS JULY, 1997

Beginning Balance 07/01/97			\$ 458.51
	<u>Income</u>	<u>Expend.</u>	
Total Deposits in June	401.60		
Loan from Literacy Fund	6,200.00		
Total Materials & Supplies		0.00	
Total Repairs		0.00	
Total Copier Paper Expense		0.00	
Total Copier Lease Payments		6,248.96	
Total Copier Maintenance Payment in June		469.15	
Debit Card System Loan Payback		<u>00.00</u>	
	<u>\$ 6,601.60</u>	<u>6,718.11</u>	
Ending Balance 7/31/97			<u>\$ 342.00</u>
August payment			\$ 0.00

SUMMARY OF PRINTER/COPIER LOAN ACTIVITY

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

Prepared by: Charlene Dumitru

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

	GENERAL FUND			ADOPT-A-BOOK			TOTAL PURCHASED			DONATED			TOTAL ITEMS		
	Amount	Volumes	Titles	Amount	Volumes	Titles	Amount	Volumes	Titles	Value	Volumes	Titles	Amount	Volumes	Titles
Adult Fiction	12.48	1	1	1,085.47	61	61	1,097.95	62	62	1,525.00	124	124	2,590.11	186	186
Adult Circulating Non-Fiction	20.05	1	1	1,675.09	83	82	1,695.14	84	83	1,729.99	129	117	2,963.67	213	200
Adult Reference	1,882.81	35	2	0.00	0	0	1,882.81	35	2	0.00	0	0	1,143.21	35	2
Adult Print Continuations	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Adult Electronic Continuations	1,133.69	1	1	0.00	0	0	1,133.69	1	1	0.00	0	0	1.00	1	1
Total Adult Non-Fiction	3,036.55	37	4	1,675.09	83	82	4,711.64	120	86	1,729.99	129	117	4,107.88	249	203
TOTAL ADULT PRINT MATERIALS	3,049.03	38	38	2,760.56	144	143	5,809.59	182	148	3,254.99	253	241	6,697.99	435	389
Adult Audio/Music	0.00	0	0	0.00	0	0	0.00	0	0	30.00	30	26	26.00	30	26
Adult Audio Books	450.00	28	28	0.00	0	0	450.00	28	28	0.00	0	0	450.00	28	28
Total Adult Audio	450.00	28	28	0.00	0	0	450.00	28	28	30.00	30	26	476.00	58	54
Adult Video Educational	119.85	3	3	0.00	0	0	119.85	3	3	208.00	18	18	327.85	21	21
Adult Video Entertainment	0.00	0	0	0.00	0	0	0.00	0	0	770.00	52	49	769.00	52	49
Total Adult Video	119.85	3	3	0.00	0	0	119.85	3	3	978.00	70	67	1,096.85	73	70
Adult Computer Software	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
TOTAL ADULT NON-PRINT MATERIALS	569.85	31	31	0.00	0	0	569.85	31	31	1,008.00	100	93	1,572.85	131	124
TOTAL ADULT MATERIALS	3,618.88	69	69	2,760.56	144	143	6,379.44	213	179	4,262.99	353	334	8,270.84	566	513
Juvenile Fiction	0.00	0	0	12.04	1	1	12.04	1	1	48.00	24	22	47.00	25	23
Juvenile Circulating Non-Fiction	0.00	0	0	1,192.76	76	72	1,192.76	76	72	115.70	23	22	1,093.54	99	94
Juvenile Reference	52.09	1	1	172.81	4	4	224.90	5	5	0.00	0	0	224.90	5	5
Juvenile Print Continuations	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Juvenile Electronic Continuations	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Total Juvenile Non-Fiction	52.09	1	1	1,365.57	80	76	1,417.66	81	77	115.70	23	22	1,318.44	104	99
TOTAL JUVENILE PRINT MATERIALS	52.09	1	1	1,377.61	81	77	1,429.70	82	78	163.70	47	44	1,365.44	129	122
Juvenile Audio/Music	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Juvenile Audio Books	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Total Juvenile Audio	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Juvenile Video Educational	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Juvenile Video Entertainment	0.00	0	0	0.00	0	0	0.00	0	0	135.00	9	9	135.00	9	9
Total Juvenile Video	0.00	0	0	0.00	0	0	0.00	0	0	135.00	9	9	135.00	9	9
Juvenile Computer Software	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
TOTAL JUVENILE NON-PRINT MATERIALS	0.00	0	0	0.00	0	0	0.00	0	0	135.00	9	9	135.00	9	9
TOTAL JUVENILE MATERIALS	52.09	1	1	1,377.61	81	77	1,429.70	82	78	298.70	56	53	1,500.44	138	131
Total Fiction	12.48	1	1	1,097.51	62	62	1,109.59	63	63	1,575.00	148	146	2,637.11	211	209
Total Non-Fiction	3,088.64	38	5	3,040.66	163	158	6,129.30	201	163	1,845.69	152	139	5,426.32	353	302
Total Audio	450.00	28	28	0.00	0	0	450.00	28	28	30.00	30	26	476.00	58	54
Total Video	119.85	3	3	0.00	0	0	119.85	3	3	1,113.00	79	76	1,231.85	82	79
Total Computer Software	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
TOTAL MATERIALS	3,670.97	70	37	4,138.17	225	220	7,809.14	295	257	4,561.69	409	387	9,771.28	704	644

ACQUISITIONS REPORT FOR THE MONTH OF AUGUST 1997
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	0.00	0	34.84	2	34.84	2	645.65	37	680.49	39
Adult Circulating Non-Fiction	0.00	0	483.46	26	483.46	26	698.65	40	1,182.11	66
Adult Reference	740.60	30	0.00	0	740.60	30	0.00	0	740.60	30
Adult Print Contributions	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Adult Electronic Contributions	1,133.69	1	0.00	0	1,133.69	1	0.00	0	1,133.69	1
Total Adult Non-Fiction	1,874.29	31	483.46	26	2,357.75	37	698.65	40	3,056.40	64
TOTAL ADULT PRINT MATERIALS	1,874.29	31	518.30	28	2,392.59	59	1,344.30	77	3,736.89	59
Adult Audio/Music	0.00	0	0.00	0	0.00	0	530.00	30	530.00	30
Adult Audio Books	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Total Adult Audio	0.00	0	0.00	0	0.00	0	530.00	30	530.00	30
Adult Video Educational	0.00	0	0.00	0	0.00	0	160.00	8	160.00	8
Adult Video Entertainment	0.00	0	0.00	0	0.00	0	285.00	15	285.00	15
Total Adult Video	0.00	0	0.00	0	0.00	0	445.00	23	445.00	23
Adult Computer Software	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
TOTAL ADULT NON-PRINT MATERIALS	0.00	0	0.00	0	0.00	0	975.00	53	975.00	53
TOTAL ADULT MATERIALS	1,874.29	31	518.30	28	2,392.59	59	2,319.30	130	4,711.89	112
Juvenile Fiction	0.00	0	12.04	1	12.04	1	192.80	22	204.84	23
Juvenile Circulating Non-Fiction	0.00	0	227.92	14	227.92	14	96.25	11	324.17	25
Juvenile Reference	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Juvenile Print Contributions	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Juvenile Electronic Contributions	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Total Juvenile Non-Fiction	0.00	0	227.92	14	227.92	14	96.25	11	324.17	25
TOTAL JUVENILE PRINT MATERIALS	0.00	0	239.96	15	239.96	15	289.05	33	529.01	48
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	0.00	0	239.96	15	239.96	15	289.05	33	529.01	48
Total Fiction	0.00	0	46.88	3	46.88	3	838.45	59	885.33	62
Total Non-Fiction	1,874.29	31	711.38	40	2,585.67	71	794.90	51	3,380.57	122
Total Audio	0.00	0	0.00	0	0.00	0	530.00	30	530.00	30
Total Video	0.00	0	0.00	0	0.00	0	445.00	23	445.00	23
Total Computer Software	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
TOTAL MATERIALS	1,874.29	31	758.26	43	2,632.55	74	2,608.35	163	5,240.90	237

OUTSTANDING ORDERS AS OF AUGUST 31, 1997

General Fund Amount	\$506.19
Adopt-A-Book Amount	\$930.30
TOTAL Amount	\$1,436.49

TO: Library Board of Trustees
 FROM: Elizabeth D. Minter, Library Director
 DATE: August 19, 1997
 SUBJECT: Gift Fund Report

The following cash gifts were received from July 3, 1997 through August 13, 1997:

Name

James R. Bailey	Patrick and Sharon McDonald
Peter and Beverly Brombach	John and Shirley Mignot
Ruth Cain	Diane Morgan
Kenneth and Helen Cantwell	Betty Morris
Salvatore Caralto	Jean Murphy
Billy and Carolyn Davis	Will and Lois Nettleship
Lawrence and Carol Doeling	Pete and Jean Pappas
Michael F. Eng, Esq.	Jacob and Vera Paperman
Harriett Fahy in memory of John S. Fahy	Linda Pavlik in honor of Dr. and Mrs. Allan Stark
Robert Feldman, PhD.	Joanne L. Rains
Randy Foults	Marna Reames
Mae Goldbaum	Robert and Erika Riley
Nancy Hamell	William and Mary Lou Roberts
John Hassell	Joyce Rosenthal
Edward and Barbara Hemmerling	Al and Gloria Shkoler
Murray and Susan Hochman	Frederick Stearns in memory of Louise Stearns
Shirley M. Hunt in memory of Julie James	Susan F. Toman
Lois Jones	Richmond and Marie Tourne
William and Beverly Johnson	Robert and Jean Turner
Steve Kaye	Evelyn van Gelder
Margaret Kendrick	Peggy Vincent
Sandy Koizumi	J. C. and Ellen Wang
Patty Latta	Carl and Winnie Westberg
Howard Longballa	Edward and Velda Wittstock
Dwight McCleary	Hugh and Gae Wood

Contributions received through donation box at circulation desk	96.98
Total Donations to Adopt-A-Book Fund	\$ 2,631.98
Total Donations to Foundation Endowment Fund	\$ 0.00
Total Donations to Operating Fund	\$100.00
TOTAL CASH DONATIONS	<u>\$ 2,731.98</u>
through August 13, 1997	

TO: Elizabeth D. Minter, Library Director
 FROM: Peggy Burkich, Circulation Supervisor *PB*
 DATE: September 16, 1997
 SUBJECT: ACS: Overdue Collection Report for Month of July

The report received from ACS Collection Agency on August 18, 1997 is Attachment A

A summary of the current status is as follows:

FY 1997-98	# New Accounts Submitted	Total # Active Accounts	# Paid In Full Curr. Month	Amount Received Curr. Month	# Written Off Suspended Curr. Month
July	24	23	7	1,880.00	34
August					
September					
October					
November					
December					
January					
February					
March					
April					
May					
June					
TOTAL YTD	24	23	7	1,880.00	34

ADVANCED COLLECTION SERVICES

2158 W 190TH ST
Torrance, CA 90509

CLIENT PROGRESS REPORT
12 Aug 1997

PLACENTIA PUBLIC LIBRARY
ATTN: PEGGY BURKICH
411 E CHAPMAN
PLACENTIA, CA 92670

PLA400

Your ACS consultant is:
WELDON & ASSOCIATES
714-733-3558

	MONTH TO DATE		YEAR TO DATE		INCEPTION TO DATE	
	#	\$	#	\$	#	\$
GROSS ASSIGNMENTS	24	3,153.34	66	7,061.17	1524	109,816.76
LESS: Mail Returns*, Dispute, Bankrpt	0	0.00	0	0.00	109	56,382.27
NET ASSIGNMENTS	24	3,153.34	66	7,061.17	1415	53,434.49
COLLECTED						
Paid In Full	7	6,621.59	8	6,820.86	96	40,192.08
Settled in Full	0	0.00	0	0.00	11	10,216.45
Partial Payment	0	0.00	1	100.00	30	9,914.37
Resolved	0	0.00	1	167.30	34	18,066.16
TOTAL RECOVERED	7	6,621.59	10	7,088.16	171	78,389.06

AGING ACCOUNT DETAIL

ACCOUNT AGE*	0-30	31-60	61-90	91-120	over 120
# ASSIGNED	7	29	23	52	381
\$ ASSIGNED	\$1,880	\$26,945	\$7,164	\$24,465	\$186,177

* Percentage of Mail Returns - 43.6 %
* Age of accounts when started

STATUS CODE LEGEND

A - active (demands being sent)	CC - cycle completed
Plr - paid in full (MATS and/or CASH)	DIS - disputed
SIF - settled in full (MATS and/or CASH)	MR - mail returned
PAY - partial payment (MATS and/or CASH)	BAN - bankruptcy
SUS - action suspended (60 day limit)	

ACCOUNT INVENTORY AND STATUS

PATIENT / DEBTOR CLIENT REF #	ACS #	DATE LAST PMT / CHG	DATE ASSIGNED	BALANCE OF ACCOUNT	STAT CODE	DEMAND #
		11/07/96	01/24/97 AMT: 97.74	97.74	CC	0
		04/29/97	01/24/97 AMT: 129.78	53.40	CC	0
		04/17/97	02/20/97 AMT: 90.07	0.00	PIF	4
		02/02/97	07/21/97 AMT: 147.90	147.90	MR	1
		12/11/96	05/14/97 AMT: 91.95	91.95	CC	0
		04/29/97	02/20/97 AMT: 112.05	63.80	CC	0
		03/05/97	07/21/97 AMT: 133.75	133.75	ACT	1
		05/31/97	02/20/97 AMT: 55.90	0.00	CC	5
		02/04/97	05/14/97 AMT: 95.79	95.79	CC	5
		11/20/96	05/14/97 AMT: 56.45	56.45	CC	5
		02/18/97	07/21/97 AMT: 291.82	291.82	ACT	1
		04/15/97	07/21/97 AMT: 104.10	104.10	ACT	1
		11/19/96	02/20/97 AMT: 60.79	60.79	CC	0
		07/13/97	05/14/97 AMT: 121.54	0.00	PIF	5
		03/27/97	07/21/97 AMT: 165.90	165.90	ACT	1

PATIENT / DEBTOR CLIENT REF #	ACS #	DATE LAST PMT / CHG	DATE ASSIGNED	BALANCE OF ACCOUNT	STAT DEMAND CODE #
		11/05/96	02/20/97 AMT: 61.99	61.99	CC 0
		05/18/97	07/21/97 AMT: 112.65	112.65	MR 1
		01/30/97	05/14/97 AMT: 108.44	108.44	CC 0
		03/04/97	07/21/97 AMT: 89.84	89.84	ACT 1
		04/17/97	02/20/97 AMT: 56.16	45.00	CC 0
		08/06/97	07/21/97 AMT: 257.08	135.00	PP 1
		04/29/97	01/24/97 AMT: 105.40	0.00	PIF 5
		06/24/97	05/14/97 AMT: 120.95	35.00	CC 0
		12/09/96	05/14/97 AMT: 76.75	76.75	CC 5
		01/27/97	07/21/97 AMT: 77.40	77.40	ACT 1
		04/29/97	07/21/97 AMT: 110.70	110.70	ACT 1
		05/15/97	07/21/97 AMT: 74.43	74.43	ACT 1
		02/04/97	05/14/97 AMT: 101.69	101.69	CC 5
		05/30/97	05/14/97 AMT: 55.70	21.50	CC 5
		04/20/97	07/21/97 AMT: 195.90	195.90	ACT 1
		06/23/97	05/14/97 AMT: 90.25	0.00	PIF 4
		09/22/96	05/14/97 AMT: 66.67	66.67	CC 0
		03/17/97	07/21/97 AMT: 111.93	111.93	ACT 1

PATIENT / DEBTOR CLIENT REF #	ACS #	DATE LAST PMT / CHG	DATE ASSIGNED	BALANCE OF ACCOUNT	STAT CODE	DEMAND #
		12/10/96	05/14/97 AMT: 85.94	85.94	CC	5
		03/16/97	02/20/97 AMT: 55.00	0.00	PIF	1
		02/02/97	07/21/97 AMT: 82.29	82.29	ACT	1
		11/04/96	01/24/97 AMT: 109.75	109.75	CC	0
		10/22/96	01/24/97 AMT: 67.45	67.45	CC	0
		04/23/97	07/21/97 AMT: 146.17	146.17	ACT	1
		11/18/96	02/20/97 AMT: 93.85	93.85	CC	0
		05/19/97	07/21/97 AMT: 281.53	281.53	ACT	1
		08/06/97	07/21/97 AMT: 66.90	39.60	CC	1
		06/30/97	05/14/97 AMT: 86.95	0.00	PIF	5
		08/06/97	07/21/97 AMT: 87.90	55.00	PP	1
		11/02/96	01/24/97 AMT: 90.95	90.95	CC	0
		03/25/97	07/21/97 AMT: 129.54	129.54	ACT	1
		05/31/97	01/24/97 AMT: 126.90	50.00	CC	0
		02/05/97	07/21/97 AMT: 111.90	111.90	MR	1
		11/07/96	01/24/97 AMT: 113.76	113.76	CC	0
		01/05/97	05/14/97 AMT: 86.10	86.10	CC	4
		01/09/97	05/14/97 AMT: 90.65	90.65	CC	5

PATIENT / DEBTOR CLIENT REF #	ACS #	DATE LAST PMT / CHG	DATE ASSIGNED	BALANCE OF ACCOUNT	STAT CODE	DEMAND #
		08/06/97	07/21/97 AMT: 71.13	67.58	PP	1
		05/15/97	07/21/97 AMT: 79.78	79.78	ACT	1
		12/10/96	05/14/97 AMT: 72.90	72.90	CC	5
		05/12/97	07/21/97 AMT: 102.81	102.81	ACT	1
		04/29/97	01/24/97 AMT: 79.85	0.00	PIF	5
		11/21/96	02/20/97 AMT: 101.90	101.90	CC	0
		04/22/97	01/24/97 AMT: 191.90	0.00	PIF	5
		10/30/96	05/14/97 AMT: 105.25	105.25	CC	5
		12/08/96	05/14/97 AMT: 83.30	83.30	CC	5
		10/31/96	02/20/97 AMT: 73.23	73.23	CC	0
		03/13/97	01/24/97 AMT: 69.95	0.00	PIF	2
		03/01/97	05/14/97 AMT: 94.26	94.26	CC	5
		11/07/96	01/24/97 AMT: 149.28	149.28	CC	0
		01/23/97	05/14/97 AMT: 122.65	122.65	CC	5
		04/14/97	07/21/97 AMT: 119.99	119.99	ACT	1

TOTAL STILL ON SYSTEM :

5,595.69

TO: Elizabeth D. Minter, Library Director

FROM: Charlene Dumitru, Administrative Assistant *CD*

DATE: August 19, 1997

SUBJECT: BUILDING MAINTENANCE REPORT FOR MONTH OF JULY

1. **Air Conditioning** - Regular inspection.
2. **Lighting** - Regular inspection, cleaning and replacement of overhead lighting.
3. **Plumbing** - Leaking drinking fountain was repaired in Adult Reference area.
4. **Security** - Loose lock on loading dock entrance was repaired.



TO: Library Board of Trustees
FROM: Elizabeth Minter, Library Director *edm*
DATE: August 19, 1997
SUBJECT: PERSONNEL REPORT FOR JULY, 1997

RESIGNATIONS:

Jin Kang, part-time page (circulation), effective August 14, 1997

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 July 1997

CUMULATIVE RECORD OF VOLUNTEER WORK HOURS

REGULAR	FY97/98 July	FY97/98 YTD	Starting	Cumulative
Andrade, Linda	13.00	13.00	9/95	166.25
Covington, Darlene	11.25	11.25	3/95	322.25
Cummings, Dottie	6.00	6.00	1/97	50.50
Deputy, Paul	24.50	24.50	7/82	6,228.00
Fioroni, Pete	8.00	8.00	3/97	23.75
Fioroni, Ruth	8.00	8.00	3/97	23.75
Fitzgerald, Joan	24.00	24.00	10/93	1,045.75
Godwin, Nita	9.00	9.00	2/96	104.75
Grismer, Luci	20.00	20.00	12/93	126.25
Hemmerling, Barbara	4.00	4.00	10/95	176.50
Horrocks, Marjorie	2.00	2.00	10/95	116.00
Irot, Pat	59.00	59.00	2/96	598.00
Livesey, Jane	15.25	15.25	4/96	128.00
Malik, Shamim	61.00	61.00	5/97	141.00
Mignot, Shirley	11.00	11.00	9/95	175.00
Mockler, Amanda	4.00	4.00	7/96	110.50
Myers, Claire	16.00	16.00	10/95	309.00
Olson, Bob	4.25	4.25	9/95	105.50
Olson, Jeanne	4.00	4.00	9/95	90.75
Schlichter, Allan	4.25	4.25	10/93	378.75
shaw, Dixie	2.25	2.25	5/94	101.75
Stark, Allan	2.50	2.50	4/97	6.50
Stark, Sandra	2.50	2.50		67.50
Wymer, Betty	17.50	17.50	1/96	204.75
J.T.P.A. / Job Training Partnership Act	77.00	77.00		306.00
S.T.E.P. / Senior Training & Employment Program	91.50	91.50		2,061.75
TOTAL	501.75	501.75		13,337.00

TEMPORARAY VOLUNTEERS

	FY97/98	
	July	YTD
Bickford, Lance	2.50	2.50
Chang, Albert	8.00	8.00
Chou, Katherine	38.75	38.75
Cipres, Marcella	2.00	2.00
El Mohawar, Samah	9.00	9.00
Fahim, Runia	51.50	51.50
Giorgi, Charlie	4.50	4.50
Hayashi, Colleen	2.50	2.50
Hayashi, Kristen	2.50	2.50
Issacs, Ryan	10.00	10.00
Jaques, Lura	11.00	11.00
Konman, Laurie	2.00	2.00
Lim, Michael	7.00	7.00
Lin, Jeff	27.00	27.00
Lin, Sherry	8.00	8.00
Lin, Steven	8.00	8.00
Lopez, Armando	27.00	27.00
Lui, Wen-Tsu	21.75	21.75
Minh, David	12.00	12.00
Mohan, Kavita	19.25	19.25
Nguyen, Hien	10.00	10.00
Patel, Ashish	54.50	54.50
Shah, Niketa	2.00	2.00
Tolu, Sonuyi	19.50	19.50
Um, Tricia	16.00	16.00
Yada, Julie	4.50	4.50
Yu, Liang	10.00	10.00
TOTAL	396.75	396.75

LVA VOLUNTEERS

Literacy Volunteer Hours	818.00
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TOTAL VOLUNTEER HOURS

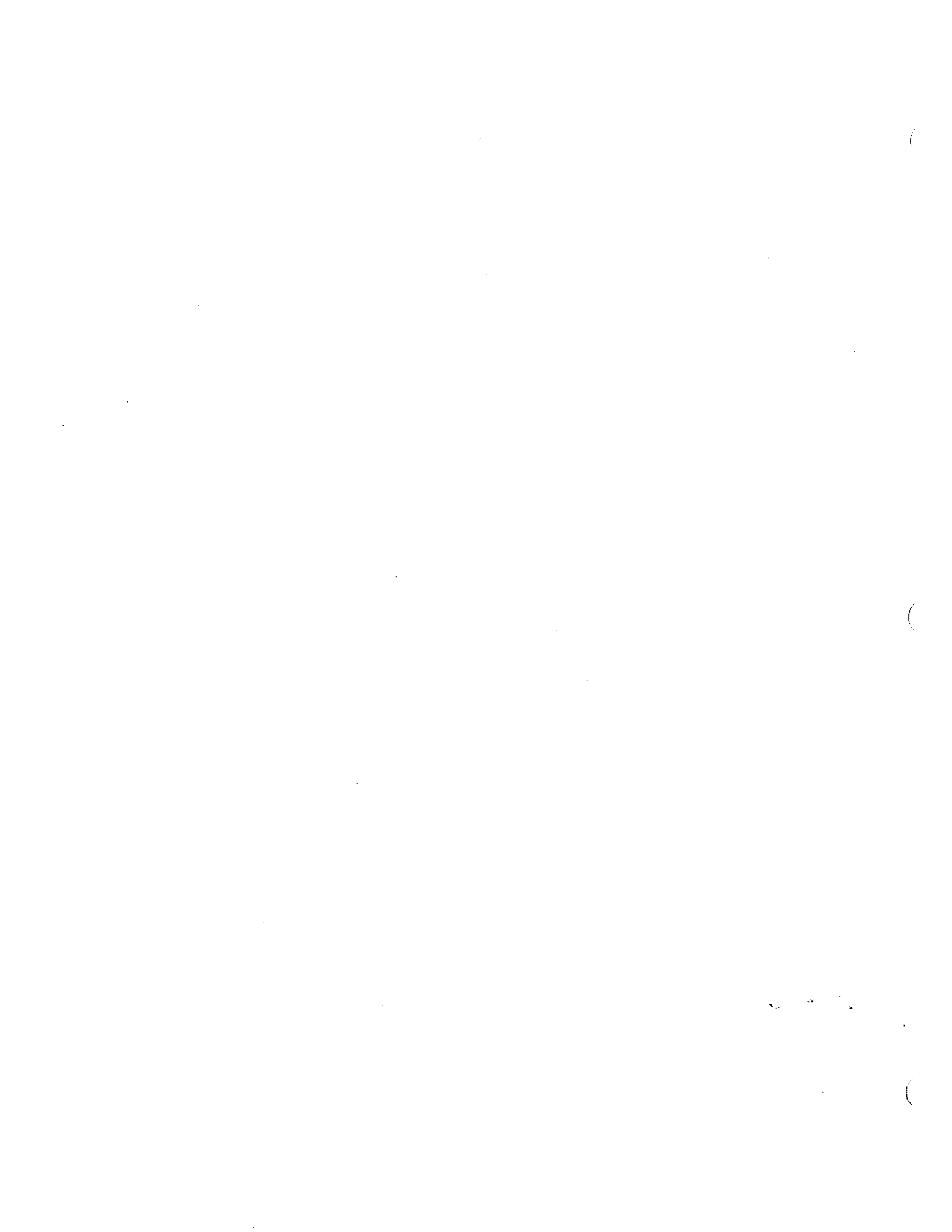
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REGULAR VOLUNTEERS are committed to an on-going program each week
 LITERACY VOLUNTEERS are involved in tutoring and other volunteer projects for the Literacy Campaign.
 TEMPORARY VOLUNTEERS are working for a project in school, church, scouts, or court 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		333.50	209.00	
September	354.25	773.75		377.50	279.00	
October	432.25	756.50		580.00	482.00	
November	418.00	519.75		449.50	257.00	
December	301.00	370.00		297.50	142.00	
January	361.25	488.80		469.00	367.00	
February	339.25	480.00		601.50	517.00	
March	410.50	675.00		476.00	493.00	
April	702.25	788.00		455.00	633.00	
May	473.00	620.50		445.00	430.00	
June	437.25	740.25		270.00	380.00	

Placentia Library District
Circulation Report
AUGUST 19, 1997

	FY97-98 YTD	FY96-97 YTD	% CHANGE FY97 TO FY98	FY97-98 JULY 97	FY96-97 JULY 96
1st Time Checkouts	19,609	20,581	-4.72%	19,609	20,581
Phone Renewals	1,053	1,027	2.53%	1,053	1,027
In-Building Renewals	1,351	1,975	-31.59%	1,351	1,975
Total Renewals	2,404	3,002	-19.92%	2,404	3,002
TOTAL CHECKOUTS	22,013	23,583	-6.66%	22,013	23,583
On-Time Checkins	19,218	21,926	-12.35%	19,218	21,926
Late Checkins	2,679	3,019	-11.26%	2,679	3,019
TOTAL CHECKINS	21,897	24,945	-12.22%	21,897	24,945
Holdings Placed	401	434	-7.60%	401	434
Holdings Cancelled	72	82	-12.20%	72	82
Holdings Filled	307	366	-16.12%	307	366
Holdings Expired	2	2	0.00%	2	2
Overdue Items	941	934	0.75%	941	934
Overdue Notices	385	414	-7.00%	385	414
Billing Notices	526	555	-5.23%	526	555
Patrons Registered	268	252	6.35%	268	252
Titles Added	921	600	53.50%	921	600
Volumes Added	1,276	1,122	13.73%	1,276	1,122
CIRCULATION BY TYPE OF MATERIAL					
Adult Print	7,895	9,556	-17.38%	7,895	9,556
Juvenile Print	12,298	11,700	5.11%	12,298	11,700
Total Print	20,193	21,256	-5.00%	20,193	21,256
Audio	630	827	-23.82%	630	827
Visual	1,189	1,434	-17.09%	1,189	1,434
Equipment	0	0	0.00%	0	0
Total Audio Visual	1,819	2,261	-19.55%	1,819	2,261
TOTAL CIRCULATION	22,013	23,583	-6.66%	22,013	23,583
Placentia Circulation	15,202	14,951	1.68%	15,202	14,951
% Placentia Circulation	69.06%	63.58%	8.62%	66.91%	63.58%
Anaheim/Yorba Linda Circulation	3,298	4,088	-19.32%	3,298	4,088
% Anaheim/Yorba Linda Circulation	14.98%	17.38%	-13.81%	14.98%	17.38%
TYPES OF BORROWERS					
Adult	12,933	14,912	-13.27%	12,933	14,912
Young Adult	286	324	-11.73%	286	324
Juvenile	7,514	6,645	13.08%	7,514	6,645
New Borrower	1,280	1,673	-23.49%	1,280	1,673
Non Resident	0	0	0.00%	0	0
Other	0	0	0.00%	0	0
TOTAL BORROWERS	22,013	23,554	-6.54%	22,013	23,554
ATTENDANCE					
Adult Reference - -In Building	1,179	992	18.85%	1,179	992
Adult Reference - Telephone	276	224	23.21%	276	224
Children's Reference - In Building	1,105	550	100.91%	1,105	550
Children's Reference - Telephone	24	69	-65.22%	24	69
Total Adult Reference	1,455	1,216	19.65%	1,455	1,216
Total Children's Reference	1,129	619	82.39%	1,129	619
Total In Building Reference	2,284	1,542	48.12%	2,284	1,542
Total Telephone Reference	300	293	2.39%	300	293
TOTAL REFERENCE	2,584	1,835	40.82%	2,584	1,835



CITY OF PLACENTIA INVOICES

PERIOD COVERED FY1994-1995	DATE INVOICE	S. CA EDISON	TURF	GROUNDS	MAINT/ REPAIRS	CIV CTR FIRE INS	CIV CTR BONDS	TOTAL
Jul 1994	8/19/94	5,482.30	609.68	1,036.62	443.32	0.00	0.00	7,571.92
Aug 1994	9/19/94	5,954.67	900.00	711.90	0.00	0.00	0.00	7,566.57
Sep 1994	10/20/94	5,588.85	900.00	688.04	107.50	0.00	0.00	7,284.39
Oct 1994	11/16/94	4,312.18	900.00	691.73	107.50	0.00	0.00	6,011.41
Nov 1994	1/4/95	3,091.73	900.00	720.39	0.00	0.00	0.00	4,712.12
Dec 1994	1/11/95	3,837.58	0.00	710.90	107.50	0.00	0.00	4,655.98
Jan 1995	2/15/95	3,408.78	1,530.00	927.11	107.50	0.00	0.00	5,973.39
Feb 1995	3/9/95	3,584.55	765.00	713.10	107.50	0.00	0.00	5,170.15
Mar 1995	4/11/95	3,645.82	765.00	709.87	153.34	0.00	0.00	5,274.03
Apr 1995	5/8/95	3,655.84	765.00	720.60	0.00	0.00	0.00	5,141.44
May 1995	6/13/95	3,684.86	765.00	731.86	215.33	0.00	1,732.03	7,129.08
Jun 1995	7/26/95	4,618.99	765.00	710.90	797.50			6,892.39
TOTAL		50,866.15	9,564.68	9,073.02	2,146.99	0.00	1,732.03	73,382.87
AVG		4,238.85	797.06	756.09	178.92			6,671.17

PERIOD COVERED FY1995-1996	DATE INVOICE	S. CA EDISON	TURF	GROUNDS	MAINT/ REPAIRS	CIV CTR FIRE INS	CIV CTR BONDS	TOTAL
Jul 1995	8/11/95	5,270.46	724.83	835.38	0.00	0.00	0.00	6,830.67
Aug 1995	9/11/95	5,423.86	720.61	835.38	107.50	0.00	0.00	7,087.35
Sep 1995	10/5/95	5,607.26	523.47	835.38	40.78			7,006.89
Oct 1995	11/9/95	4,341.85	712.90	835.38	539.57			6,429.70
Nov 1995	12/8/95	3,678.53	718.12	835.38			255.66	5,487.69
Dec 1995	1/26/96	3,594.00	852.78	835.38	107.50			5,389.66
Jan 1996	2/7/96	3,259.95	753.70	835.38	128.50			4,977.53
Feb 1996	3/21/96	3,739.72	765.96	835.38	289.69			5,630.75
Mar 1996	5/6/96	3,548.04	751.47	835.38	107.50			5,242.39
Apr 1996	6/11/96	3,839.44	759.92	835.38	107.50		1,660.73	7,202.97
May 1996	7/9/96	3,119.00	840.14	835.38	107.50			4,902.02
Jun 1996	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 1996	9/4/96	4,685.02	831.65	835.38	0.00	0.00	0.00	6,352.05
Aug 1996	9/26/97	4,435.31	835.38	763.96	57.32			6,091.97
Sep 1996	10/15/96	4,534.17	835.38	761.80	107.50			6,238.85
Oct 1996	11/18/96	3,642.18	835.38	763.49	0.00			5,241.05
Nov 1996	12/18/96	3,179.64	835.38	755.46	322.50			5,092.98
Dec 1996	2/7/97	3,213.07	0.00	921.83	215.00			4,349.90
Jan 1997	2/20/97	2,789.27	835.38	671.71	119.64			4,416.00
Feb 1997	4/2/97	3,093.58	818.37	684.17	215.00			4,811.12
Mar 1997	5/2/97	3,336.96	1,636.74	671.71	0.00			5,645.41
Apr 1997	5/29/97	3,262.31	818.37	672.49				4,753.17
May 1997	7/8/97	3,723.76	863.00	683.64	2,472.50			7,742.90
Jun 1997	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

TOTAL DOLLARS SPENT

FY1994-1995	LABOR	EQUIPMENT	MATERIAL	TOTAL	50% LIBRARY
Jul 1994	1,660.80	360.00	52.44	2,073.24	1,036.62
Aug 1994	1,213.32	204.00	6.48	1,423.80	711.90
Sep 1994	1,151.10	204.00	20.97	1,376.07	688.04
Oct 1994	1,151.10	204.00	28.36	1,383.46	691.73
Nov 1994	1,213.32	204.00	23.46	1,440.78	720.39
Dec 1994	1,213.32	204.00	4.48	1,421.80	710.90
Jan 1995	1,495.74	354.00	4.48	1,854.22	927.11
Feb 1995	1,213.32	189.00	23.88	1,426.20	713.10
Mar 1995	1,259.16	189.00	17.41	1,465.57	732.79
Apr 1995	1,213.32	204.00	23.88	1,441.20	720.60
May 1995	1,213.32	204.00	46.40	1,463.72	731.86
Jun 1995	1,213.32	204.00	4.48	1,421.80	710.90
TOTAL	15,211.14	2,724.00	256.72	18,191.86	9,095.93
AVG	1,267.60	227.00	21.39	1,515.99	757.99

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

DOLLARS BY TYPE OF WORKER

FY1994-1995	SUPERVISOR	CREWLEAD	SWEEPER	TRIMMER	MAINT WORK	TOTAL
Jul 1994	248.88	306.72	48.24	0.00	1,056.96	1,660.80
Aug 1994	248.88	255.60	48.24	0.00	660.60	1,213.32
Sep 1994	186.66	255.60	48.24	0.00	660.60	1,151.10
Oct 1994	186.66	255.60	48.24	0.00	660.60	1,151.10
Nov 1994	248.88	255.60	48.24	0.00	660.60	1,213.32
Dec 1994	248.88	255.60	48.24	0.00	660.60	1,213.32
Jan 1995	311.10	255.60	48.24	0.00	880.80	1,495.74
Feb 1995	248.88	255.60	48.24	0.00	660.60	1,213.32
Mar 1995	248.88	255.60	48.24	23.82	682.62	1,259.16
Apr 1995	248.88	255.60	48.24	0.00	660.60	1,213.32
May 1995	248.88	255.60	48.24	0.00	660.60	1,213.32
Jun 1995	248.88	255.60	48.24	0.00	660.60	1,213.32
TOTAL	2,924.34	3,118.32	578.88	23.82	8,565.78	15,211.14
AVG	243.70	259.86	48.24	1.99	713.82	1,267.60

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	0.00	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

TIME BY TYPE OF WORKER

FY1994-1995	SUPERVISOR	CREWLEAD	SWEEPER	BLDG MAINT		TOTAL
				TRIMMER	MAINT WORK	
Jul 1994	8.00	12.00	2.00	0.00	48.00	70.00
Aug 1994	8.00	10.00	2.00	0.00	30.00	50.00
Sep 1994	6.00	10.00	2.00	0.00	30.00	48.00
Oct 1994	6.00	10.00	2.00	0.00	30.00	48.00
Nov 1994	8.00	10.00	2.00	0.00	30.00	50.00
Dec 1994	8.00	10.00	2.00	0.00	30.00	50.00
Jan 1995	10.00	10.00	2.00	0.00	40.00	62.00
Feb 1995	8.00	10.00	2.00	0.00	30.00	50.00
Mar 1995	8.00	10.00	2.00	1.00	31.00	52.00
Apr 1995	8.00	10.00	2.00	0.00	30.00	50.00
May 1995	8.00	10.00	2.00	0.00	30.00	50.00
Jun 1995	8.00	10.00	2.00	0.00	30.00	50.00
TOTAL	94.00	122.00	24.00	1.00	389.00	630.00
AVG	7.83	10.17	2.00	0.08	32.42	52.50

TIME BY TYPE OF WORKER

FY1995-1996	SUPERVISOR	CREWLEAD	SWEEPER	BLDG MAINT		TOTAL
				TRIMMER	MAINT WORK	
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		TOTAL
				TRIMMER	MAINT WORK	
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

CALIFORNIA ADVOCATES, INC.

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Bill Reports for: "placentia"

(as of Start of Day: 08/15/97)

AB 1 : Aguiar, et al. : Asm LocalGov : (Status /History /Latest) (Last Amend: 03/31/97)

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

Last Action: Author's amendments. (04/02/97)

Position: Watch Lobbyist: MDB

Note: CAPS ERAF

Digest: 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 requirements, for the 1997-98 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 1996-97 fiscal year.

AB 311 : Granlund. : (Status /History /Latest) (Last Amend: 07/17/97)

Topic: Local agencies: annual financial report: due date.

Last Action: Chaptered by Secretary of State - Chapter 165, Statutes of 1997. (08/04/97)

Lobbyist: MDB

Digest: Existing law requires the officer of each local agency who has charge of the financial records to furnish to the Controller a report of all the financial transactions of the local agency during the next preceding fiscal year.

This bill would, in the case of a report filed in electronic format as prescribed by the Controller, extend the time within which the report must be furnished to within 110 days after the close of each fiscal year.

AB 345 : Granlund. : (Status /History /Latest) (Last Amend: 07/18/97)

Topic: Libraries.

Last Action: Chaptered by Secretary of State - Chapter 167, Statutes of 1997. (08/04/97)

Lobbyist: MDB

Digest: Existing law requires that the state allocation for a library's foundation program be equal to 10% of that program and requires the proportional reduction of the state allocation to a library for its foundation program if local revenues total less than 90% of the cost of the foundation program.

This bill would no longer require the proportional reduction of the state allocation to a library for its foundation program if specified requirements in funding are met, thus providing the state's share of the cost of the foundation program to each library based only on its population served, as certified by the State Librarian.

AB 403 : Ducheny. : Asm Appr : (Status /History /Latest) (Last Amend: 05/14/97)

Topic: Literacy for Public Safety Program.

Last Action: Set, first hearing. Held under submission. (05/30/97)

Lobbyist: MDB

Digest: Existing law requires the Director of Corrections to implement literacy programs in every state prison.

This bill would create the Literacy for Public Safety Program, a library services program with the purpose of increasing the English language literacy of persons convicted of a crime and sentenced to a local correctional facility or alternative sentencing program or released on parole or probation, and specified persons accused of a crime.

AB 427 : Knox. : Asm PublicEmplys : (Status /History /Latest) (Last Amend: 04/24/97)

Topic: Public employees' health benefits: domestic partners.

Last Action: Hearing postponed by committee. (05/07/97)

Lobbyist: MDB

Digest: (1) The existing Public Employees' Medical and Hospital Care Act authorizes the Board of Administration of the Public Employees' Retirement System to provide health benefits plan coverage to state and local public employees and annuitants and their family members.

This bill would authorize the state and local employers to elect to include within the definition of "family member," domestic partners, as defined, who have submitted certificates of eligibility to the board.

AB 661 : Brewer . : Asm LocalGov : (Status /History /Latest) (Introduced: 02/26/97)

Topic: Local government finance: property tax revenue allocation: county equity.

Last Action: Set first hearing. Failed passage. Reconsideration granted. (04/02/97)

Lobbyist: MDB

Digest: 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 require a county auditor, for the 1997-98 fiscal year, to allocate to the county no less than 23% of the ad valorem property tax revenues collected in the county for that fiscal year.

AB 693 : Pringle . : Asm LocalGov : (Status /History /Latest) (Introduced: 02/26/97)

Topic: Local government reorganization.

Last Action: Referred to Com. on L. GOV. (03/13/97)

Lobbyist: MDB

Digest: The Cortese-Knox Local Government Reorganization Act of 1985 prescribes the procedures for various changes of organization, including consolidation, of local government entities.

This bill would provide that notwithstanding those procedures a proposal for the consolidation of 2 or more special districts may be initiated by petitions circulated in the service areas of the districts according to specified procedures.

AB 788 : Thomson . : (Status /History /Latest) (Last Amend: 07/24/97)

Topic: Local government finance: county audits for special districts: reclamation districts.

Last Action: Chaptered by Secretary of State - Chapter 246, Statutes of 1997. (08/08/97)

Lobbyist: MDB

Digest: (1) Under existing law, a county auditor shall either make or contract with an accountant to make an annual audit of the accounts and records of every special purpose district within the county for which an audit is not otherwise provided, under specified conditions.

This bill would authorize a board of supervisors to replace a special district audit with a financial review, in accordance with specified federal definitions, of a special district under certain circumstances.

AB 813 : Baldwin . : Asm Appr : (Status /History /Latest) (Last Amend: 05/15/97)

Topic: Income and bank and corporation taxes: credits: swimming pool safety devices.

Last Action: Set, second hearing. Held under submission. (05/30/97)

Lobbyist: MDB

Digest: The Personal Income Tax Law authorizes various credits against the taxes imposed by that law.

This bill would authorize a credit against those taxes for each taxable year beginning on or after January 1, 1997, and before January 1, 2001, subject to specified limits, for adding or upgrading approved child safety devices, as defined, for residential swimming pools, as provided.

AB 934 : Baldwin . : Asm LocalGov : (Status /History /Latest) (Introduced: 02/27/97)

Topic: Property tax revenue allocation: local agency relief: revenues from new construction.

Last Action: Referred to Com. on L. GOV. (03/17/97)

Lobbyist: MDB

Digest: 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 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 modify these reduction and transfer provisions by requiring a county auditor, for the 1998-99 fiscal year and each fiscal year thereafter, to reduce the amount of ad valorem property tax revenue that is allocated to the county's Educational Revenue