

AGENDA

REGULAR MEETING

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

April 21, 1999

7:30 P.M.

Library Conference Room

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

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

- 7:40
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 March 17, 1999 Regular 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).

③ Finish Annual Meeting - passed out val awards
④ New Members orientation in Foundation

① Sam Jack O'Connell
② Assembly Action - Assembly Budget Committee

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.

6. Trustee Reports

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

7. Friends of Placentia Library Board of Directors Report.

Presentation: Friends Board Representative Pat Irot

CLAIMS (Items 8 - 11)

Presentation: Library Director
Recommendation: Approve by Motion

Stuck /

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

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

No Nonstandard Claims were processed during this report period.

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

Claims 3719, 3720, 3721, 3722 and 3723 for a total of \$9,501.13 forwarded by Library Director during this report period.

10. Current Claims and Payroll (Approve)

Current Claims 3726, 3727, 3728, 3729, 3730, 3731, 3732, 3733, 3734, 3735 and 3736 for \$67,616.98; and Payrolls 3724 for \$20,235.00 and 3725 for \$20,325.00, for a combined total of Current Claims and Payroll of \$108,266.98.

11. FY1998-99 Cash Flow Analysis with recommendation that no funds be transferred at this time. (Receive & File)

FINANCIAL REPORTS (Items 12 - 17)

Presentation: Library Director
Recommendation: Approve by Motion

Payroll /

Items 12 - 17 may be considered together as one motion to approve the Financial Report. Items may be removed for individual consideration before the Financial Report is adopted. Items removed must then each have a separate motion.

12. Financial Reports for March 1999 (Receive & File)
13. Office General Ledger & Check Registers for March 1999 (Receive & File)
14. Acquisitions Report for March 1999 (Receive & File)
15. Overdue Collection Reports for March 1999 (Receive & File)
16. Debit Card System Reimbursement Report for March 1999 (Receive & File)
17. Gifts Report for March 1999 (Receive & File)

GENERAL CONSENT CALENDAR (Items 18 - 29)

Donner / Shek
Presentation: Library Director
Recommendation: Approve by Motion

Items 18 - 29 may be considered together as one motion to approve the General Consent Calendar. Items may be removed for individual consideration before the General Consent Calendar is adopted. Items removed must then each have a separate motion.

18. Building Maintenance Report for March 1999 (Receive & File)
19. Personnel Report for March 1999 (Receive, File, and Ratify Appointments)
20. Volunteer Report for March 1999 (Receive & File)
21. Circulation Report for March 1999 (Receive & File)
22. Minutes of the Executive Committee of the Independent Special Districts of Orange County (ISDOC) of March 2, 1999 (Receive & File)
23. Strategic Planning Report (Receive & File)
24. Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority. (Receive & File)
25. Legislative information from California Advocates, California Special Districts Association (CSDA), and the California Library Association (CLA) (Receive & File)
26. Minutes of the Placentia Library District Ad Hoc Committee on Increasing Library Usage (Receive & File)
27. Orange County Investment Pool (OCIP) Bankruptcy update from Patrick Shea, Attorney for OCIP (Receive & File)

28. Letter from Special District Risk Management Authority reporting anticipated rate decreases for Fiscal Year 1999-2000 (Receive & File)
29. Library of California Board actions taken at the February 24-25, 1999 meeting (Receive & File)
30. Submission of Claim Form for a Library Services and Technology Act Grant from the State Library of California for \$1,000 for circulating materials for students in the adult literacy program (Receive & File)

CONTINUING BUSINESS

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

Presentation: Library Director
Recommendation: Give direction for future action

32. Review Placentia Library History Room Committee's proposal for expansion of the Room in response to the City of Placentia's request for budget information related to Library projects.

Searched Peggy
Presentation: Library Director
Recommendation: Approve the History Room Committee's proposal and refer to staff for review and further development with the History Room Committee

NEW BUSINESS

33. Review District's Pension Plan for Employees

Presentation: Vilma Acevedo, First American Trust Company
Recommendation: No action is recommended at this time

34. Presentation of results of the engineering study for Placentia Library pursuant to the seismic rehabilitation project co-sponsored by the City of Placentia and Placentia Library District.

Presentation: Chris Becker, City of Placentia Public Works Director
Recommendation: Give direction for future action

35. Discussion of the 1999 Performance Evaluation Process for the Library Director

Shkoler / Dinsmore
Presentation: Library Board President
Recommendation: Determine process and set calendar *defer to May*

- 35a. Travel/training authorization for California Library Association Legislative Day and the California Special Districts Association Government Affairs Day

Dins / Shkoler
Presentation: Library Director
Recommendation: Authorize Trustee Dinsmore to attend the California Library Association Legislative Day and California Association of Library Trustees and Commissioners Board Meeting, April 26 and 27, 1999, in Sacramento at a cost not to exceed \$400.00; and Authorize President Shkoler and Library Director

Minter to attend the California Special Districts Association Government Affairs Day and meeting with California Advocates Representative Mike Belote, May 16 and 17, 1999, in Sacramento at a cost not to exceed \$900.00.

STAFF REPORTS (Items 36 - 42)

Don / Stahl

Presentation: Library Director
Recommendation: ~~Approve by Motion~~
Review & File

Items 36 - 42 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.

- 36. Placentia Library Web Site Development Report for March 1999. (Ammar)
- 37. Program Committee Report for March 1999. (Ammar)
- 38. Children's Services Report for March 1999. (Smith)
- 39. Publicity Materials produced for March 1999. (Willauer)
- 40. Placentia Library Literacy Services Report for March 1999. (Matas)
- 41. Safety Committee Minutes for March 1999. (Matas)
- 42. Report on Y2K Preparations for March 1999. (Shook & Goodson)

ADJOURNMENT

- 43. Agenda Preparation for the May Regular Meeting which will be held on May 19, 1999.
- 44. Review of Action Items.

*Don & Gino check -
was it read it by first
branch*

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

- 45. Adjourn

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

I, Wendy G. Goodson, Administrative Assistant for Placentia Library District, hereby certify that the Agenda for the April 21, 1999, Regular Meeting of the Library Board of Trustees of the Placentia Library District was posted on Thursday, April 15, 1999.

Wendy G. Goodson

Placentia Library Board Calendar

April 1999 - March 2000

April 99

S	M	T	W	T	F	S
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April
5 7:00 PM Friends Board Meeting, Stark

11 National Library Week through 4/17

12 Friends Annual Meeting

21 7:30 PM Library Board Meeting

23 11:00 AM - 2:00 PM SLS/MCLS Annual Meeting, Queen Mary

27 CLA Legislative Day, Sacramento

30 Book Expo America, Los Angeles, through 5/2

May 99

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May

3 7:00 PM Friends Board Meeting, Masters

6 11:30 AM - 1:00 PM Foundation Board Meeting

7 American Girl Pastimes Parties (also May 8)

15 Friends Booksale (also May 16)

17 CSDA Gov't Affairs Day, Sacramento

19 7:30 PM Library Board Meeting

June

2 Western Regional Planned Giving Conference, Costa Mesa

7 7:00 PM Friends Board Meeting, Wood

16 7:30 PM Library Board Meeting

24 American Library Assoc. New Orleans, through 7/1

June 99

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July

21 7:30 PM Library Board Meeting

August

18 7:30 PM Library Board Meeting

September

13 NSFRE Fund Raising Day - Los Angeles

7:00 PM Friends Board Meeting, Dinsmore

15 7:30 PM Library Board Meeting

16 11:30 AM - 1:00 PM Foundation Board Meeting

October

4 7:00 PM Friends Board Meeting, Shkoler

9 Heritage Parade

13 National Planned Giving Conference, Anaheim

20 7:30 PM Library Board Meeting

November

1 7:00 PM Friends Board Meeting, Stark

5 6:00 PM - 8:30 PM Foundation Donor Reception

17 7:30 PM Library Board Meeting

18 11:30 AM - 1:00 PM Foundation Board Meeting

December

21 6:00 PM - 8:30 PM Foundation Donor Reception

6 7:00 PM Friends Board Meeting, Masters

15 7:30 PM Library Board Meeting

October 99

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Placentia Library Board Calendar

April 1999 - March 2000

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July 99

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August 99

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September 99

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January

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February

7 7:00 PM Friends Board Meeting, Dinsmore

16 7:30 PM Library Board Meeting

March

6 7:00 PM Friends Board Meeting, Shkoler

15 7:30 PM Library Board Meeting

28 Public Library Assoc, Charlotte, NC, through 4/1

October 99

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November 99

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December 99

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March 00

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PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Cheryl Willauer, Library Assistant
SUBJECT: Friends of Placentia Library Report
DATE: April 21, 1999

The Board of Directors of the Friends of the Library met on Monday, April 5, 1999. Trustee Sandra Stark; Library Director Elizabeth Minter and Library Assistant Cheryl Willauer attended the meeting.

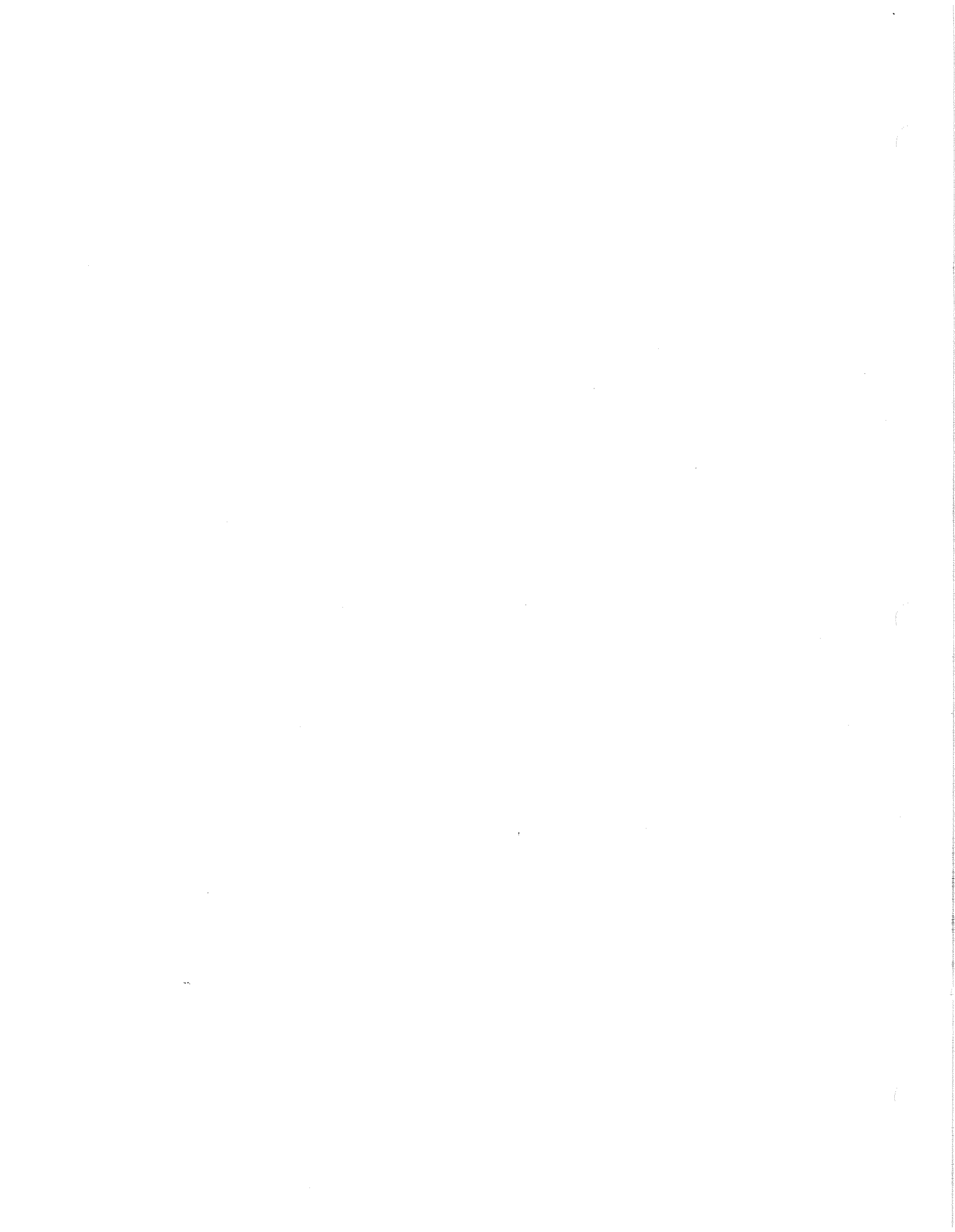
President Irot reported the balance on hand is \$6,783.15. The Friends earned over \$700 in book sales in March.

Sandra Stark, treasurer of the Placentia Library Foundation gave financial report on the Author's Luncheon. See attached report.

The Friends discussed the Annual Meeting Program and approved additional money for the featured speaker. The election of the Board of Directors will take place that night. Attached is the slate of directors up for election. The Board voted Bob Olson Director Emeritus.

The Annual Booksale will be held on Saturday, May 15 from 8:00 A.M. to 1:00 P.M. and on Sunday, May 16 from 1:00 to 4:00 P.M. The Saturday hours are the same as the City's Annual Open House.

The next Friends Board meeting is scheduled for Monday, May 3, 1999 at 7:00 P.M. Trustee Masters is scheduled to attend as the Library Board representative.



Author's Luncheon -
Income

Tickets

450⁰⁰
2910⁰⁰
2790⁰⁰
60⁰⁰

Tips

1827⁰⁰ AAB
2163⁰⁰ Endowment
150⁰⁰ Pending
Endowment

Sponsors

100⁰⁰
410⁰⁰
540⁰⁰
100⁰⁰

Books

231⁰⁰

6210⁰⁰

4140⁰⁰

1150⁰⁰

231⁰⁰

Total Income
\$11731⁰⁰

Profit
\$7512⁸⁹
+ 596⁰⁰ = \$8,109

Expenses

Meals

180⁰⁰ Sees
2426⁰⁰ Alta Vista
500⁰⁰ Alta Vista

Mailing

183⁴⁷ Postage
269³⁸ Printing
516⁰³ Printing

Supplies

57⁷⁵ aprons
40⁰⁰ door prizes
80⁰⁵ Books

Miscellaneous

250⁰⁰ J.J. Park
100⁰⁰ Elbow
75⁴³ Photography

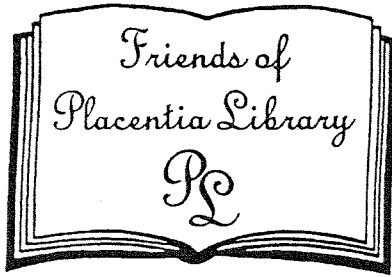
3106⁰⁰

508⁸⁸

177⁸⁰

425⁴³

Total Expenses
\$4218¹¹



FRIENDS OF PLACENTIA LIBRARY

411 East Chapman Avenue, Placentia, CA 92870-6198
714-528-1925, Ext. 202

1999 BOARD OF DIRECTORS

Board of Directors

Pat Irot President	Ted Farkas 1701 Brookhaven	528-3193
Bob Olson Vice President	Barbara Hemmerling 1740 Heritage	528-5375
Barbara Hemmerling Secretary	Camille Himes 2030 Frederick	993-6793
Marj Dailey Treasurer	Marge Horrocks 324 Bagnall Ave	524-6660
Ted Farkas Membership Chair	Pat Irot 1361 Roxborough	996-8390
Camille Himes	Eleanore Rankin 1056 Pacifica	524-8337
Marge Horrocks	Jan Schwartzkopf 16181 Kingswood	528-5427
Renée Scott	Renee Scott 620 Nenno	993-4756
Frances Stoller	Elizabeth Spring 2103 Rosemont	993-9303
Kay Suiter	Frances Stoller 326 Patrician La	993-1287
Virginia Walker	Virginia Walker 3030 Sheffield Pl	528-2038
Elizabeth D. Minter, MLS Ex Officio	Elizabeth Minter,MLS Library Director, Ex Officio	528-1925 W X 203 993-3479 H
<u>Directors Emeriti</u>	DIRECTOR EMERITI	
Ruth Cain	Ruth Cain 613 Mt Vernon	993-2518
Nita Godwin	Nita Godwin 2530 E Balfour Fullerton	871-4625
Bev Johnson	Bev Johnson 337 Eagle Dr	528-1607

PLACENTIA LIBRARY DISTRICT
Summary of Nonstandard Claims
April 21, 1999

TYPE	REPORT NUMBER	AMOUNT
	TOTAL	0.00

Prepared by: Wendy Goodson



PLACENTIA LIBRARY DISTRICT
 Summary of Claims Forwarded by the Library Director
 April 21, 1999

DATE	REPORT NUMBER	AMOUNT
March 25, 1999	3719	1,284.00
March 25, 1999	3720	4,293.85
March 25, 1999	3721	912.28
April 8, 1999	3722	1,879.86
April 8, 1999	3723	1,131.14
	TOTAL	\$9,501.13

Prepared by : Wendy Goodson

pd 3-30-99

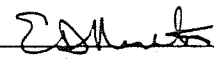
Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92670

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 Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
N09110 Special Districts Workers Compensation Authority 1030 15th Street Ste 300 Sacramento, CA 95814 PLEASE PAY IMMEDIATELY	2/19/99 Premium 4/1/99 to 6/30/99		0350	00		1,284.00		

The claims listed above (totaling \$1,284.00) 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

pd 3-31-99

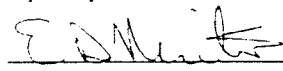
Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92670

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 Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
N03645A Blue Shield of California Cash Receiving File 55331 Los Angeles, CA 90074-5331	3/13/99 Apr 99 VH1181		0300	00		2,895.88		
N03645 Care America 11th Floor Accounts Receivable 6300 Canoga Ave. Woodland Hills, CA 91367	March 1999 060468		0300	00		267.91		
N19932 Ameritas Life Insurance Corp. PO Box 81889 Lincoln, NE 68501-1889	April 1999 010-19000-05435		0300	00		462.50		
N14091A Tie Communications PO Box 92439 Chicago, IL 60675	3/15/99 70061620		0700	00		135.00		
N05030A AT & T PO Box 10192 Van Nuys, CA 91410-0192	3/1/99 524 8408		0700	00		0.44		
N03752 Pacific Bell Payment Center Van Nuys, CA 91388-0001	3/7/99 335 253 0470 3/4/99 524-8408		0700	02		263.64		
			0700	08		58.48		
	TOTAL					322.12		
N21040 Emil's Cleaning Service 1400 Devonshire Ln. La Habra, CA 90631	2/26/99 11997		1400	00		210.00		

The claims listed above (totaling \$4,293.85) 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

pd 3-31-99

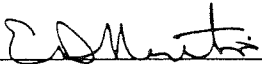
Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92670

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/	Sub	Rept Cat	AMOUNT	A C's Use Only	
			Rev/ BS Acct	Objt/ Rev			Doc Number	SC
N09191 A Oxygen Service Company Attn: Fire Ext. Division 1011 W. Collins Ave. Orange, CA 92867	3/19/99 F-1711		1400	00		100.03		
N01833 Christenson Electric Co Unite 75 PO Box 4800 Portland, OR 97208-4800	3/9/99 125536		1400	00		285.00		
N03653 Bear State Air Conditioning 3548 Enterprise Dr Anaheim, CA 92807-1640	3/17/99 99-03-259 March 1999		1400	00		117.42		
N03649C Staples Dept 31 - 0000073264 PO Box 30292 Salt Lake City UT 84130-0292	2/23/99 3059		1800	00		182.30		
N03659F Southern California Water 500 Cameron St. Placentia, CA 92870	3/19/99 312083-9		2800	00		227.53		

The claims listed above (totaling \$912.28) 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	Obj/ Rev/ BS Acct	Sub Obj/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
N03646 Vision Service Plan (CA) PO Box 45210 San Francisco, CA 94145-5210	3/24/99 1209960300010001		0300	00		196.13		
N05030D AT&T PO Box 10192 Van Nuys, CA 91410-0192	3/16/99 528-8236 3/31/99 996-4983		0700	00		75.00		
	TOTAL					10.72		
						85.72		
N03752 Pacific Bell Payment Center Van Nuys, CA 91388-0001	3/28/99 528-1906 3/17/99 528-8236 3/28/99 572-1609 3/19/99 996-4983		0700	00		92.18		
	TOTAL					25.61		
						71.03		
						16.80		
						205.62		
N06785 Hector Vargas Cleaning Service 318 Capistrano St Placentia, CA 92870	April 99 096828		1400	00		950.00		
N09163 Manwill Plumbing Co PO Box 1597 Brea, CA 92822-1597	3/25/99 26932		1400	00		270.77		
N03648A Cascade Drinking Water PO Box 9179 Whittier, CA 90608-9179	3/23/99 1495		1800	00		24.95		
N06686D Office Depot. Dept 56 PO Box 30292 Salt Lake City UT 84130-0292	3/21/99 6011 5661 8397 6509		1800	00		146.67		

The claims listed above (totaling \$1,879.86) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

Page Total

1,879.86

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 04/08/99
REPORT NO 3723


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 Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
N03656 Pacific Clippings Box 11789 Santa Ana, CA 92711	March 99 332		1900	00		34.71		
N06965 Paychex Inc 200 E. Sandpointe Suite 100 PO Box 25159 Santa Ana, CA 92799-5159	4/1/99 19990401		1900	00		274.31		
N06671 MD Medical Clinics 1300 N. Kraemer Blvd. PO Box 66012 Anaheim, CA 92816	3/31/99 297		1900	00		52.50		
N06557 Care Resources, Inc 9550 Warner Ave. Suite 228 Fountain Valley, CA 92708	4/1/99 April 99		1900	00		35.00		
N01074 Southern California Gas Co. PO Box C Monterey Park, CA 91756	3/26/99 053 911 8800 9		2800	00		734.62		

The claims listed above (totaling \$1,131.14) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.



APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

Page Total

1,131.14

PLACENTIA LIBRARY DISTRICT
 Current Claims and Payroll
 April 21, 1999

TYPE	REPORT NUMBER	AMOUNT
Regular	3726	5,564.13
	3727	45,512.27
	3728	3,001.85
	3729	1,954.08
	3730	5,001.12
	3731	663.38
	3732	1,047.34
	3733	773.35
	3734	1,769.19
	3735	975.85
	3736	1,354.42
Subtotal for Regular		67,616.98
Payroll	3724	20,325.00
	3725	20,325.00
Subtotal for Payroll		40,650.00
TOTAL CURRENT CLAIMS		108,266.98

Prepared by: Wendy Goodson

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 04/21/99
REPORT NO 3726

Placentia Library District
11 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 Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
N05030A AT&T PO Box 78225 Phoenix, AZ 85062-8225	4/1/99 524 8408		0700	08		11.24		
N15508 Cosmoslink 303 Saturn Street Suite 204 Brea, CA 92821	3/30/99 9904-24 3/30/99 9904-25		0700	02		19.95		
			0700	08		19.95		
			TOTAL			39.90		
N16840 Verio PO Box 650091 Dallas, TX 75265-0091	4/2/99 50027397		0700	02		250.00		
Deerfield Communications Inc PO Box 851 Baylord MI 49734	4/7/99 4303		0700	02		39.95		
N01035 City of Placentia 401 E. Chapman Ave. Placentia, CA 92870	3/31/99 52918		1400	00		1,731.75		
			2800	00		3,032.51		
			TOTAL			4,764.26		
N01833 Christenson Electric Inc Unit 75 PO Box 4800 Portland, OR 97201-5886	4/15/99 127820 3/30/99 127095		1400	00		285.00		
			1400	00		25.03		
			TOTAL			310.03		
N20308 Keeler Advertising 1890 S. Chris Lane Anaheim, CA 92805	3/12/99 58600		1800	00		148.75		

The claims listed above (totaling \$5,564.13) 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

5,564.13

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 Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
N01905 Data Perfect Images 1269 W. Pomona Rd #110 Corona, CA 91720	4/13/99 34372		1800	00		217.66		
N03841 Highsmith PO Box 800 Fort Atkinson, WI 53538-0800	3/24/99 5560926-001		1800	00		63.44		
N03654 Library Store Inc. PO Box 964 Tremont, IL 61568	3/25/99 167239		1800	00		10.40		
N06569B Demco PO Box 8048 Madison, WI 53708-8048	3/30/99 517953		1800	00		45.20		
N00018A City of Anaheim Division of Collections PO Box 3222 Anaheim, CA 92805	3/12/99 LI000000037		1900	00		39,032.00		
N06573 First American Trust Co 421 North Main St Santa Ana, CA 92701	3/19/99		1900	00		1,337.02		
	Qtr 4 (Dec 31 1998)							
	3/19/99		1900	00		1,196.94		
	Qtr 3 (Sep 30 1998)							
	3/19/99		1900	00		1,245.51		
	Qtr 2 (Jun 30 1998)							
	TOTAL					3,779.47		
BNY Western Trust Co Corporate Trust Ops Billing Det 700 South Flower St , 2nd floor Los Angeles, CA 90017	4/1/99 6500968-010		2200	00		2,364.10		

The claims listed above (totaling \$45,512.27) 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

45,512.27

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/	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
			BS Acct				Doc Number	SC
N3660 Elizabeth D. Minter 411 E. Chapman Ave. Placentia, CA 92870	Mar-Apr 99 Petty Cash Reimb		1800	00		15.52		
			1800	00		6.45		
			1800	00		71.19		
			1800	00		150.00		
			1803	00		140.00		
			1803	00		12.05		
			1803	00		34.48		
			1803	00		147.90		
			2700	00		159.00		
			2700	02		159.00		
			2700	00		133.28		
			2700	02		133.28		
			2700	00		100.00		
			2700	02		35.00		
			2700	00		184.00		
			2700	02		159.00		
			2700	02		82.88		
			2700	02		13.00		
			2700	01		195.00		
			2700	03		10.00		
3700	00		649.00					
	TOTAL					2,590.03		
N13034A Omnigraphics, Inc. Penobscot Building Detroit, MI 48226-4200	1/29/99 41006		2400	01		93.10		
N14997 Bernan 4611-F Assembly Drive Lanhan MD 20706-4391	3/26/99		2400	01		115.54		
	9256874							
	4/5/99		2400	01		41.00		
	1958564							
	2/11/99		2400	01		162.18		
	1946716							
	TOTAL					318.72		

The claims listed above (totaling \$3,001.85) 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 Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only		
							Doc Number	SC	
N03833 Brodart 500 Arch Street Williamsport, PA 17705	4/1/99 A29569		0700	05		423.82			
	2/9/99 U530415		2400	01		371.69			
	2/24/99 U561624		2400	01		292.90			
	2/24/99 U561625		2400	01		28.47			
	2/24/99 U561627		2400	01		19.12			
	2/24/99 U561628		2400	01		41.40			
	2/24/99 U561629		2400	01		21.71			
	2/24/99 U561630		2400	01		181.99			
	2/24/99 U561631		2400	01		22.03			
	2/24/99 U561632		2400	01		18.94			
	2/24/99 U561633		2400	01		41.61			
	2/24/99 U561634		2400	01		13.43			
	2/24/99 U561635		2400	01		87.34			
	2/25/99 U563960		2400	01		52.05			
	2/25/99 U563961		2400	01		50.21			
	2/26/99 U567242		2400	01		32.22			
	2/26/99 U567243		2400	01		11.33			
	2/26/99 U567244		2400	01		140.83			
	2/26/99 U567245		2400	01		102.99			
		TOTAL					1,954.08		

The claims listed above (totaling \$1,954.08) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

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

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/	Sub	Rept	AMOUNT	A C's Use Only		
			Rev/ BS Acct	Objt/ Rev			Cat	Doc Number	SC
N03833 Brodart 500 Arch Street Williamsport, PA 17705	3/1/99 U571038		2400	01		174.52			
	3/1/99 U571039		2400	01		80.55			
	3/1/99 U571040		2400	01		81.74			
	3/1/99 U571041		2400	01		72.52			
	3/1/99 U571042		2400	01		105.86			
	3/1/99 U571043		2400	01		585.31			
	3/1/99 U571044		2400	01		223.11			
	3/1/99 U571045		2400	01		24.95			
	3/1/99 U571046		2400	01		175.39			
	3/3/99 U576646		2400	01		157.54			
	3/3/99 U576647		2400	01		405.95			
	3/3/99 U576648		2400	01		538.72			
	3/3/99 U576649		2400	01		617.77			
	3/3/99 U576650		2400	01		531.21			
	3/3/99 U576651		2400	01		703.35			
	3/3/99 U576652		2400	01		172.54			
	3/3/99 U576653		2400	01		274.63			
	3/3/99 U576654		2400	01		48.59			
	3/4/99 U579149		2400	01		26.87			
		TOTAL					5,001.12		

The claims listed above (totaling \$5,001.12) 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 Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only		
							Doc Number	SC	
N03833 Brodart 500 Arch Street Williamsport, PA 17705	3/4/99 U579150		2400	01		62.87			
	3/4/99 U579152		2400	01		15.21			
	3/4/99 U579153		2400	01		34.78			
	3/4/99 U579155		2400	01		16.18			
	3/4/99 U579156		2400	01		16.18			
	3/4/99 U579157		2400	01		95.75			
	3/4/99 U579158		2400	01		43.83			
	3/4/99 U579159		2400	01		22.96			
	3/4/99 U579160		2400	01		18.97			
	3/4/99 U579161		2400	01		18.32			
	3/4/99 U579162		2400	01		23.32			
	3/4/99 U579163		2400	01		47.25			
	3/5/99 U581197		2400	01		9.40			
	3/8/99 U585543		2400	01		17.73			
	3/9/99 U588941		2400	01		27.81			
	3/10/99 U592087		2400	01		49.80			
	3/10/99 U592088		2400	01		27.81			
	3/10/99 U592089		2400	01		16.53			
	3/12/99 U598695		2400	01		98.68			
		TOTAL					663.38		

The claims listed above (totaling \$663.38) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 04/21/99
REPORT NO 3732

Placentia Library District
111 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 Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
N03833 Brodart 500 Arch Street Williamsport, PA 17705	3/12/99 U598696		2400	01		94.50		
	3/12/99 U598697		2400	01		74.17		
	3/12/99 U598698		2400	01		209.84		
	3/12/99 U598699		2400	01		55.90		
	3/12/99 U598700		2400	01		21.03		
	3/12/99 U598701		2400	01		95.67		
	3/12/99 U598702		2400	01		19.58		
	3/12/99 U598703		2400	01		52.75		
	3/12/99 U598704		2400	01		34.32		
	3/12/99 U598705		2400	01		52.09		
	3/12/99 U598706		2400	01		10.36		
	3/12/99 U598707		2400	01		99.06		
	3/12/99 U598708		2400	01		18.45		
	3/12/99 U598709		2400	01		29.48		
	3/12/99 U598710		2400	01		53.11		
	3/12/99 U598711		2400	01		56.01		
	3/12/99 U598712		2400	01		12.29		
	3/12/99 U598713		2400	01		46.71		
	3/12/99 U598714		2400	01		12.02		
		TOTAL					1,047.34	

The claims listed above (totaling \$1,047.34) 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 Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only		
							Doc Number	SC	
N03833 Brodart 500 Arch Street Williamsport, PA 17705	3/12/99 U598715		2400	01		32.65			
	3/12/99 U598716		2400	01		38.16			
	3/12/99 U598717		2400	01		135.78			
	3/12/99 U598718		2400	01		11.34			
	3/12/99 U598719		2400	01		10.69			
	3/12/99 U598720		2400	01		22.99			
	3/12/99 U598721		2400	01		42.40			
	3/12/99 U598722		2400	01		18.94			
	3/12/99 U598723		2400	01		30.49			
	3/12/99 U598724		2400	01		46.78			
	3/12/99 U598725		2400	01		50.23			
	3/12/99 U598726		2400	01		14.24			
	3/12/99 U598727		2400	01		21.71			
	3/15/99 U602316		2400	01		32.68			
	3/15/99 U602317		2400	01		66.02			
	3/15/99 U602318		2400	01		18.94			
	3/15/99 U602319		2400	01		34.82			
	3/15/99 U602320		2400	01		57.48			
	3/16/99 U604983		2400	01		87.01			
		TOTAL					773.35		

The claims listed above (totaling \$773.35) 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 Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
N06794B R. R. Bowker PO Box 7247-0466 Philadelphia, PA 19170-0466	3/25/99		2400	01		73.65		
	289275							
	12/21/98		2400	01		214.65		
	287572							
	TOTAL					288.30		
N03842A Ingram PO Box 502779 St Louis, MO 63150-2779	3/11/99		2400	01		28.56		
	29122979							
	3/11/99		2400	01		20.47		
	29128273							
	TOTAL					49.03		
N14906 Suzanne Kittell 307 Los Padres Placentia, CA 92870	4/5/99 5992		2400	01		10.95		02
N03738 Pitney Bowes CMRS-PB PO Box 504766 The Lakes, NV 88905-4766	April 1999		1803	00		280.00		
	32021628							
	3/4/99		1900	00		193.05		
	2774							
Unique Management Services 515 Michigan Ave Jeffersonville, IN 47130	3/29/99		1900	00		74.25		
	2895							
	TOTAL					267.30		
N20858 Wendy Goodson 411 E. Chapman Ave Placentia, CA 92870	Mar - Apr 99 Mileage Reimb.		2700	01		12.02		
N06786 Katie Matas 411 E. Chapman Ave. Placentia, CA 92870	March 99 Mileage Reimb		2700	08		68.25		

The claims listed above (totaling \$975.85) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY _____

COUNTERSIGNED BY _____

ATTESTED AND/OR COUNTERSIGNED BY _____

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 04/21/99
REPORT NO 3736

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 Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
N15075 Cyrise Smith 411 E. Chapman Ave. Placentia, CA 92870	March.99 Mileage Reimb		2700	01		30.30		
N00230B Fry's Electronics 600 East Brokaw Rd San Jose CA 95112	2/17/99 2916726 4/8/99 3069932		4000	00		807.05		
			4000	00		517.07		
	TOTAL					1,324.12		

The claims listed above (totaling \$1,354.42) 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

1,354.42

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 Acct	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	April 21, 1999 Pay period # 9 April 23, 1999 May 6, 1999		0100	00		18,880.00		
	FICA		0200	00		1,445.00		
PLEASE WIRE ON THURSDAY, MAY 6, 1999								

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

APPROVED BY _____

COUNTERSIGNED BY _____

ATTESTED AND/OR COUNTERSIGNED BY _____

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 04/21/99
REPORT NO 3725

Placentia Library District
111 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 Acct	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	April 21, 1999 Pay period # 10 May 7, 1999 May 20, 1999		0100	00		18,880.00		
	FICA		0200	00		1,445.00		
PLEASE WIRE ON THURSDAY, MAY 20, 1999								

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

APPROVED BY _____

COUNTERSIGNED BY _____


ATTESTED AND/OR COUNTERSIGNED BY _____

Page Total

20,325.00



PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director 
SUBJECT: Cash Flow Analysis
DATE: April 21, 1999

BACKGROUND:

General Fund

The Cash Flow Analysis is Attachment A.

The Tax Allocation Schedule for Fiscal Year 1998-99 is Attachment B.

It is recommended that no funds be transferred at this time. Funds should be transferred in May.

RECOMMENDATIONS:

Receive & File Cash Flow Analysis of April 21, 1999

Placentia Library District
FY1998-1999 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
07/01/98		Beginning Balance			148,379.49
06/16/97	3622	General		4,996.38	143,383.11
06/16/97	3625	Payroll to wire 7/2/98		20,325.00	123,058.11
06/16/97	3626	Payroll to wire 7/16/98		20,325.00	102,733.11
07/06/98	3630	PPI by Library Director		1,549.33	101,183.78
07/21/98		Teeter 2nd Current Delinquent	10,950.23	28.90	112,105.11
07/15/98		Secured Final FY97-98	8,714.72	21.79	120,798.04
07/27/98		Supplemental 1st	1.08		120,799.12
07/16/98		Supplemental Final FY97-98	778.40		121,577.52
07/22/98		Supplemental Secured FY97-98	780.95		122,358.47
07/22/98		Supplemental Prior Year Penalties	270.35		122,628.82
07/15/98		Reverse Interest for 5/98	(1,587.13)	(42.12)	121,083.81
07/17/98		Reverse Interest for 6/98	(1,132.86)	(29.69)	119,980.64
07/24/98		Library Revenue for July	1,033.96		121,014.60
07/16/98		Expired check	3.46		121,018.06
07/21/98	3631	General		3,644.43	117,373.63
07/21/98	3632	General		6,867.26	110,506.37
07/21/98	3633	General		1,847.90	108,658.47
07/21/98	3634	General		4,220.08	104,438.39
07/21/98	3635	Payroll to wire 7/30/98		20,325.00	84,113.39
07/21/98	3636	Payroll to wire 8/13/98		20,325.00	63,788.39
07/28/98	3637	PPI by Library Director		2,195.05	61,593.34
08/12/98		Interest for 5/98	1,587.13	42.12	63,138.35
08/18/98	3638	General - PPI		2,328.08	60,810.27
08/18/98	3639	General		8,861.76	51,948.51
08/18/98	3640	General		748.04	51,200.47
08/18/98	3641	Payroll to wire 8/27/98		23,325.00	27,875.47
08/18/98	3642	Payroll to wire 9/10/98		23,325.00	4,550.47
08/24/98		Transfer from Fund 702	35,000.00		39,550.47
08/25/98		Library Revenue for August	1,345.26		40,895.73
08/27/98	3643	General -- semi-annual bond payment		33,950.61	6,945.12
09/01/98	3644	PPI by Library Director		4,006.01	2,939.11
09/08/98		Interest for 6/98	1,132.86	29.69	4,042.28
09/15/98		Transfer from Fund 706	80,000.00		84,042.28
09/15/98	3645	General - PPI		2,388.20	81,654.08
09/15/98	3646	General - PPI		781.72	80,872.36
09/15/98	3647	General		3,146.59	77,725.77
09/15/98	3648	General		1,787.46	75,938.31
09/15/98	3649	General		1,873.93	74,064.38
09/15/98	3650	Payroll to wire 9/24/98		20,325.00	53,739.38
09/15/98	3651	Payroll to wire 10/8/98		20,325.00	33,414.38
09/15/98	3652	Payroll to wire 10/22/98		20,325.00	13,089.38
09/17/98		State Interlibrary Loan	1,860.65		14,950.03
09/17/98		Library Revenue for September	916.70		15,866.73
09/21/98		Supplemental 1st Actual	3,578.69		19,445.42
09/23/98		Unsecured 1st Actual	39,094.29	97.74	58,441.97
10/08/98	3653	General by Library Director		5,556.24	52,885.73
10/08/98	3654	General by Library Director		2,229.38	50,656.35
10/20/98	3655	General		4,447.07	46,209.28
10/20/98	3656	General		1,100.60	45,108.68
10/20/98	3657	General		5,430.61	39,678.07
10/20/98	3658	Payroll to wire 11/5/98		26,353.00	13,325.07
10/20/98	3659	Payroll to wire 11/19/98		18,316.00	(4,990.93)
10/09/98		Interest for 7/98	615.72	16.27	(4,391.48)

Placentia Library District
FY1998-1999 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
10/20/98		Transfer from Fund 706	15,000.00		10,608.52
11/02/98		Library Revenue for October	1,550.41		12,158.93
11/02/98		State Interlibrary Loan & Direct Loan	819.21		12,978.14
11/04/98		Interest for 8/98	341.69	9.04	13,310.79
11/09/98	3660	PPI by Library Director		3,926.39	9,384.40
11/09/98	3661	PPI by Library Director		1,802.30	7,582.10
11/17/98	3662	General - PPI		2,981.05	4,601.05
11/17/98	3663	General to send to OCA 11/25/98		11,360.69	(6,759.64)
11/17/98	3664	General to send to OCA 11/25/98		6,611.82	(13,371.46)
11/17/98	3665	General to send to OCA 11/25/98		8,705.96	(22,077.42)
11/17/98	3666	Payroll to wire 12/3/98		18,316.00	(40,393.42)
11/17/98	3667	Payroll to wire 12/17/98		18,316.00	(58,709.42)
11/19/98		Supplemental 2nd Actual	163.54		(58,545.88)
11/19/98	3668	General by Library Director		4,588.63	(63,134.51)
11/19/98	3669	General by Library Director		519.53	(63,654.04)
11/24/98		Secured 1st Actual	89,155.61	222.89	25,278.68
11/30/98	3670	General by Library Director		1,691.93	23,586.75
12/04/98		Library Revenue, Nov	3,195.25		26,782.00
12/04/98	3671	General by Library Director		105.45	26,676.55
12/04/98	3672	General by Library Director		1,187.03	25,489.52
12/04/98	3673	General by Library Director		266.35	25,223.17
12/10/98		Secured 2nd Actual	98,191.49	245.48	123,169.18
12/10/98		Homeowners Subvention 1st	2,336.75		125,505.93
12/15/98	3674	General - PPI		6,954.97	118,550.96
12/15/98	3675	General		3,631.44	114,919.52
12/15/98	3676	General		11,359.49	103,560.03
12/15/98	3677	General		1,933.02	101,627.01
12/15/98	3678	Payroll to wire 12/30/98		20,325.00	81,302.01
12/15/98	3679	Payroll to wire 1/14/99		20,325.00	60,977.01
12/17/98		Secured 3rd Actual	185,803.37	464.51	246,315.87
12/17/98		State ILL	1,869.60		248,185.47
12/17/98		Library Revenue, Dec	1,308.50		249,493.97
12/17/98		State 321 Grant	1,241.00		250,734.97
12/17/98	3680	General by Library Director		791.57	249,943.40
12/21/98		Supplemental 3rd Actual	3,504.75		253,448.15
12/23/98	3681	General by Library Director		4,173.24	249,274.91
12/28/98		Interest for 9/98	222.05	5.82	249,491.14
12/30/98	3682	General by Library Director		795.79	248,695.35
01/07/99	3683	General by Library Director		1,291.73	247,403.62
01/20/99	3684	General		10,428.12	236,975.50
01/20/99	3685	General		1,603.42	235,372.08
01/20/99	3686	General		1,630.86	233,741.22
01/20/99	3687	General		3,797.69	229,943.53
01/20/99	3688	General		2,478.75	227,464.78
01/20/99	3689	Payroll to wire 1/28/99		20,325.00	207,139.78
01/20/99	3690	Payroll to wire 2/11/99		20,325.00	186,814.78
01/20/99	3691	Payroll to wire 2/25/99		20,325.00	166,489.78
01/12/99		Interest for 10/98	192.51	5.18	166,677.11
01/29/99		Interest for 11/98	294.94	8.09	166,963.96
01/14/99		Unsecured 2nd Actual	6,047.57	15.12	172,996.41
01/21/99		Secured 3rd Actual	65,358.40	163.40	238,191.41

Placentia Library District
FY1998-1999 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
01/20/99		Supplemental 4th Actual	7,458.86		245,650.27
01/07/99		Homeowners Subvention 2nd	5,452.39		251,102.66
01/07/99		State Database	65.00		251,167.66
01/21/99		State ILL	342.95		251,510.61
01/07/99		State Literacy Grant	8,872.00		260,382.61
01/07/99		State 321 Grant	948.00		261,330.61
01/07/99		Library Revenue, Dec	881.95		262,212.56
01/22/99		Library Revenue, Jan	1,550.85		263,763.41
01/07/99		Library Passport Revenue, Dec	461.05		264,224.46
01/22/99		Library Passport Revenue, Jan	1,102.07		265,326.53
01/21/99		Canceled out of date checks	220.47		265,547.00
01/25/99	3692	General by Library Director		2,259.18	263,287.82
02/01/99	3693	General by Library Director		1,658.32	261,629.50
02/04/99		Public Utility Tax, #1	11,735.95	29.34	273,336.11
02/04/99		Library Passport Revenue, Jan	1,057.80		274,393.91
02/04/99		Library Revenue, Jan	800.78		275,194.69
02/10/99	3696	General by Library Director		1,736.98	273,457.71
02/10/99	3697	General by Library Director		1,048.81	272,408.90
02/17/99	3694	Payroll to wire 3/11/99		20,325.00	252,083.90
02/17/99	3695	Payroll to wire 3/25/99		20,325.00	231,758.90
02/17/99	3698	General - PPI		35,900.00	195,858.90
02/17/99	3699	General		16,774.77	179,084.13
02/17/99	3700	General		2,111.73	176,972.40
02/17/99	3701	General		409.53	176,562.87
02/17/99	3702	General		2,520.28	174,042.59
02/17/99	3703	General		5,846.67	168,195.92
02/17/99	3704	General		544.15	167,651.77
02/17/99	3705	General		994.58	166,657.19
02/17/99	3706	General		2,718.72	163,938.47
02/18/99		Supplemental 5th Actual	822.76		164,761.23
02/22/99		Library Passport Revenue, Feb	1,584.00		166,345.23
02/22/99		Library Revenue, Feb	1,169.93		167,515.16
02/25/99		SDATF Apportionment	4,431.24		171,946.40
02/26/99		Interest for 12/98	1,074.80	29.85	172,991.35
03/03/99	3707	General by Library Director		4,134.70	168,856.65
03/03/99	3708	General by Library Director		1,582.11	167,274.54
03/03/99	3709	General by Library Director		1,064.71	166,209.83
03/05/99		State Library Foundation Fund	59,146.00		225,355.83
03/05/99		Library Passport Revenue, Feb	1,625.25		226,981.08
03/05/99		State ILL	1,488.84		228,469.92
03/05/99		Library Revenue, Feb	1,277.32		229,747.24
03/11/99	3717	General by Library Director		1,750.28	227,996.96
03/11/99	3717	General by Library Director		1,750.28	226,246.68
03/11/99	3718	General by Library Director		532.50	225,714.18
03/11/99	3718	General by Library Director		532.50	225,181.68
03/17/99	3710	Payroll to wire 4/8/99		20,325.00	204,856.68
03/17/99	3711	Payroll to wire 4/22/99		20,325.00	184,531.68
03/17/99	3712	General		10,677.43	173,854.25
03/17/99	3713	General		7,059.39	166,794.86
03/17/99	3714	General		4,404.39	162,390.47
03/17/99	3715	General		612.68	161,777.79
03/17/99	3716	General		1,007.76	160,770.03

Placentia Library District
 FY1998-1999 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
03/19/99		Library Passport Revenue, Mar	1,823.50		162,593.53
03/19/99		Library Revenue, Mar	1,209.34		163,802.87
03/25/99		Secured 5th Actual	47,624.21	119.06	211,308.02
03/25/99	3719	General by Library Director		1,284.00	210,024.02
03/25/99	3720	General by Library Director		4,293.85	205,730.17
03/25/99	3721	General by Library Director		912.28	204,817.89
03/30/99		Interest for 1/99	1,468.84	34.08	206,252.65
04/08/99	3722	General by Library Director		1,879.86	204,372.79
04/08/99	3723	General by Library Director		1,131.14	203,241.65
04/21/99	3724	Payroll to wire 5/6/99		20,325.00	182,916.65
04/21/99	3725	Payroll to wire 5/20/99		20,325.00	162,591.65
04/21/99	3726	General		5,564.13	157,027.52
04/21/99	3727	General		45,512.27	111,515.25
04/21/99	3728	General		3,001.85	108,513.40
04/21/99	3729	General		1,954.08	106,559.32
04/21/99	3730	General		5,001.12	101,558.20
04/21/99	3731	General		663.38	100,894.82
04/21/99	3732	General		1,047.34	99,847.48
04/21/99	3733	General		773.35	99,074.13
04/21/99	3734	General		1,769.19	97,304.94
04/21/99	3735	General		975.85	96,329.09
04/21/99	3736	General		1,354.42	94,974.67

Placentia Library District
Property Tax Apportionments
Fiscal Year 1997-1998

Agenda Item 11
Attachment B

Date	Category	Amount
7/22/97	Teeter Distribution, FY 97	2% - 4%
7/22/97	Delinquent Supplemental, FY97	
7/23/97	Prior Year Secured Taxes & Penalties, FY 97 #12	
8/14/97	Prior Year Secured Taxes & Penalties #1	
8/21/97	Supplemental #1	
9/11/97	Prior Year Secured Taxes & Penalties #2	
9/18/97	Supplemental #2	
9/23/97	Unsecured collections at 8/31/97, #1	80% - 85%
10/16/97	Prior Year Secured Taxes & Penalties #3	
10/16/97	Supplemental #3	
11/13/97	Prior Year Secured Taxes & Penalties #4	
11/18/97	Supplemental #4	
11/26/97	Current secured #1	6% - 9%
12/10/97	Homeowners Property Tax Relief	15%
12/11/97	Prior Year Secured Taxes & Penalties #5	
12/12/97	Current secured #2	16% - 19%
12/16/97	Supplemental #5	
12/18/97	Current secured #3	16% - 19%
1/9/98	Homeowners Property Tax Relief	35%
1/15/98	Prior Year Secured Taxes & Penalties #6	
1/16/98	Supplemental #6	
1/16/98	Unsecured collections at 12/31/97, #2	5% - 10%
1/22/98	Current secured #4	6% - 9%
2/5/98	State-Assessed Public Utility, #1	49% - 50%
2/12/98	Prior Year Secured Taxes & Penalties #7	
2/13/98	Supplemental #7	
3/12/98	Prior Year Secured Taxes & Penalties #8	
3/13/98	Supplemental #8	
3/26/98	Current secured #5	5% - 7%
4/15/98	Supplemental #9	
4/16/98	Prior Year Secured Taxes & Penalties #9	
4/17/98	Current secured #6	20% - 25%
5/8/98	Homeowners Property Tax Relief	35%
5/14/98	Prior Year Secured Taxes & Penalties #10	
5/15/98	Current secured #7	5% - 8%
5/15/98	Supplemental #10	
5/21/98	State-Assessed Public Utility, #2	49% - 50%
6/10/98	Homeowners Property Tax Relief	15%
6/11/98	Prior Year Secured Taxes & Penalties #11	
6/16/98	Supplemental #11	
6/18/98	Unsecured collections at 5/31/98, Final	4% - 6%
6/18/98	Prior Year Unsecured	
7/16/98	Current secured final for FY98	1% - 3%
7/17/98	Supplemental, FY98 #12	
7/18/98	Current secured final for FY97	1% - 3%
7/21/98	Prior Year Secured Taxes & Penalties, FY 98 #12	
7/22/98	Teeter Distribution, FY 98	2% - 4%
7/22/98	Delinquent Supplemental, FY98	

Fund Balance Report
Post-Petition Balances (B/S Account 8010 - Cash)
 March 17, 1999

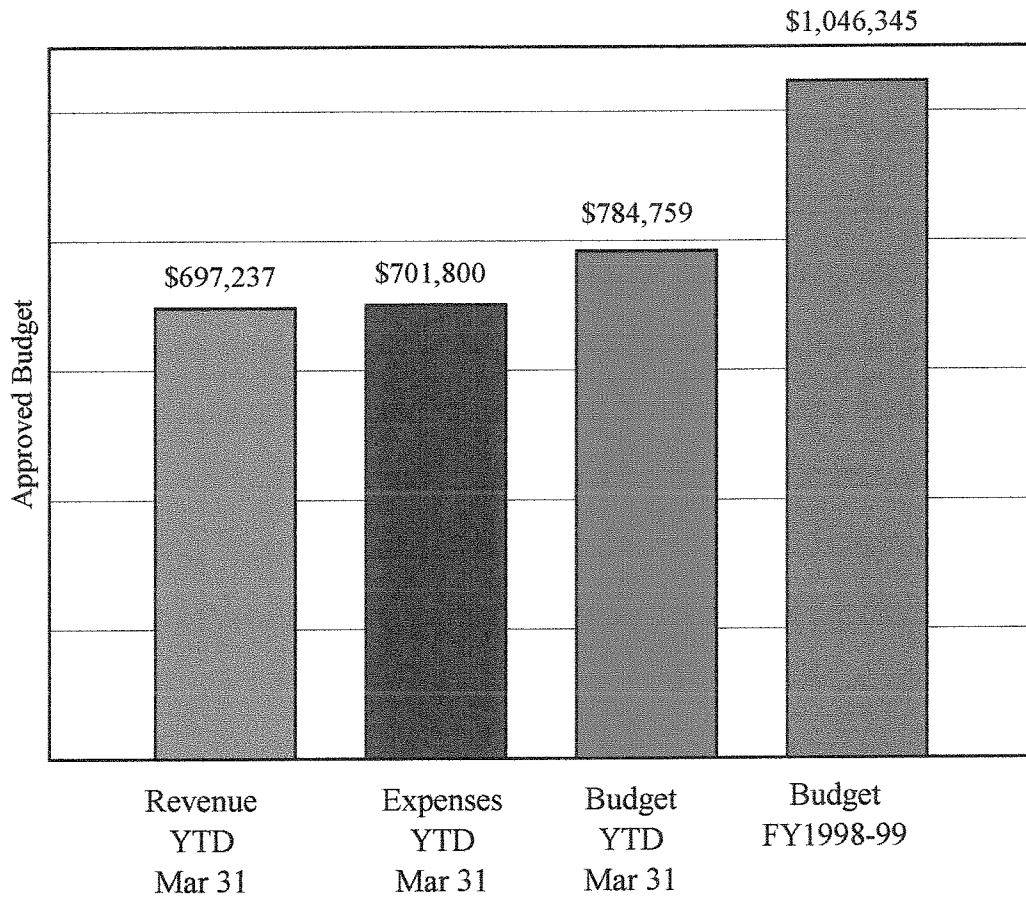
	Fiscal Year 1998-1999						
	Fund 702	Fund 703	Fund 706	Fund 707	Fund 708	TOTAL	TOTAL
	Maj Equip/Struc	Auto Replac	Bond Redempt	General Fund	Sick Lv Payoff	ALL FUNDS	EXCL GEN FUND
30-Jun-98	80,922.00	3,000.25	113,501.01	148,379.49	7,208.63	353,011.38	204,631.89
31-Jul-98	80,922.00	3,000.25	113,501.01	85,097.19	7,208.63	289,729.08	204,631.89
31-Aug-98	81,298.47	3,014.21	113,559.16	47,662.34	7,242.17	252,776.35	205,114.01
30-Sep-98	46,669.15	3,027.95	113,940.28	31,823.69	7,275.19	202,736.26	170,912.57
31-Oct-98	47,048.97	3,042.03	19,473.02	69,815.14	7,309.02	146,688.18	76,873.04
30-Nov-98	47,429.54	3,056.14	20,005.39	105,523.50	7,342.92	183,357.49	77,833.99
31-Dec-98	47,680.58	3,070.01	20,527.00	288,559.41	7,376.22	367,213.22	78,653.81
31-Jan-99	48,104.49	3,097.37	21,025.34	329,877.61	7,441.97	409,546.78	79,669.17
28-Feb-99	48,317.16	3,111.06	21,116.89	240,267.04	7,474.87	320,287.02	80,019.98
31-Mar-99	48,532.03	3,124.89	21,210.67	276,464.48	7,508.11	356,840.18	80,375.70
30-Apr-99						0.00	0.00
31-May-99						0.00	0.00
30-Jun-99						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 1997-1998						
	Fund 702	Fund 703	Fund 706	Fund 707	Fund 708	TOTAL	TOTAL
	Maj Equip/Struc	Auto Replac	Bond Redempt	General Fund	Sick Lv Payoff	ALL FUNDS	EXCL GEN FUND
30-Jun-97	77,383.60	2,849.84	111,073.16	170,465.79	6,847.25	368,619.64	198,153.85
31-Jul-97	77,729.81	2,862.83	111,579.16	101,661.49	6,879.29	300,712.58	199,051.09
31-Aug-97	78,096.57	2,876.34	112,105.64	50,157.00	6,910.91	250,146.46	199,989.46
30-Sep-97	78,465.01	2,889.91	76,634.52	30,181.07	6,943.51	195,114.02	164,932.95
31-Oct-97	48,826.73	2,903.23	12,009.91	64,185.28	6,975.52	134,900.67	70,715.39
30-Nov-97	49,084.89	2,916.95	12,126.10	94,436.74	7,008.48	165,573.16	71,136.42
31-Dec-97	49,311.96	2,930.45	12,182.18	324,188.88	7,040.91	395,654.38	71,465.50
31-Jan-98	79,547.02	2,944.42	12,240.25	261,200.60	7,074.48	363,006.77	101,806.17
28-Feb-98	79,824.62	2,959.57	12,331.49	154,079.44	7,110.89	256,306.01	102,226.57
31-Mar-98	79,824.62	2,959.57	12,331.49	110,832.70	7,110.89	213,059.27	102,226.57
30-Apr-98	79,824.62	2,959.57	12,331.49	318,944.07	7,110.89	421,170.64	102,226.57
31-May-98	80,562.49	2,986.92	12,445.47	330,506.97	7,176.61	433,678.46	103,171.49
30-Jun-98	80,922.00	3,000.25	113,501.01	148,379.49	7,208.63	353,011.38	204,631.89
Petty Cash	0.00	0.00	0.00	10,000.00	0.00	10,000.00	0.00
General Reserves	0.00	0.00	0.00	0.00	0.00	0.00	0.00

PLACENTIA LIBRARY DISTRICT

Fiscal Year 1998-99

General Fund Cash Flow



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PLACENTIA LIBRARY DISTRICT
 REVENUE REPORT FOR FUND 707
 (Prepared from the Orange County Auditor's Report)

April 21, 1999

OBJECT CODE	DESCRIPTION	FY1998-99 BUDGETED	FY1998-99 YTD	FY1997-98 YTD	FY1998-99 MAR 1999	FY1997-98 MAR 1998	FY1998-99 % REV BUD
6210-00	Prop. Taxes - current secured	761,261	486,133.08	452,803.77	47,624.21	45,047.45	63.86%
6210-01	Public Utility	33,000	11,735.95	12,571.79	0.00	0.00	35.56%
6210-04	Teeter Plan - current delinquent	0	0.00	0.00	0.00	0.00	
	TOTAL PROP. TAXES - CURRENT SECURED	794,261	497,869.03	465,375.56	47,624.21	45,047.45	62.68%
6220	PROP. TAXES - CURRENT UNSECURED	47,000	45,141.86	40,966.34	0.00	0.00	96.05%
6230-00	Prop. Taxes - Prior Secured	18,500	10,950.23	13,088.93	0.00	0.00	
6230-01	Prior year's secured final apportionment	0	8,714.72	5,201.12	0.00	0.00	
6230-02	Secured prior years	0	0.00	0.00	0.00	0.00	
6230-03	Tax deed land sales	0	0.00	0.00	0.00	0.00	
6230-04	Teeter Plan buyout - FY1993-1994 only	0	0.00	0.00	0.00	0.00	
6230-10	Release of impounds	0	0.00	0.00	0.00	0.00	
6230-11	(1994 ERAF Refund)	0	0.00	0.00	0.00	0.00	
	TOTAL PROP. TAXES - PRIOR SECURED	18,500	19,664.95	18,290.05	0.00	0.00	106.30%
6240	TOTAL PROP. TAXES PRIOR UNSECURED	1,200	0.00	0.00	0.00	0.00	0.00%
6250	TAXES - SPECIAL DISTRICT AUGMENTATION	0	4,431.24	0.00	0.00	0.00	
6260	PENALTIES & COSTS ON DELINQUENT TAXES	0	0.00	0.00	0.00	0.00	
6280-00	Property taxes current supplemental	18,000	15,529.68	8,423.62	0.00	0.00	86.28%
6280-01	Final supplemental for prior years	0	778.40	370.60	0.00	0.00	90.60%
	TOTAL PROP. TAXES SUPPLEMENTAL - CURREN	18,000	16,308.08	8,794.22	0.00	0.00	
6300	PROP. TAXES SUPPLEMENTAL - PRIOR	1,500	780.95	951.78	0.00	0.00	52.06%
6540	PENALTIES & COSTS ON DELINQUENT TAXES	2,000	270.35	3,447.27	0.00	75.69	
	TOTAL TAXES	882,461	584,466.46	537,825.22	47,624.21	45,123.14	66.23%

REVENUE REPORT FOR FUND 707
(Prepared from the Orange County Auditor's Report)
April 21, 1999

OBJECT CODE	DESCRIPTION	FY 1998-99 BUDGETED	FY 1998-99 YTD	FY 1997-98 YTD	FY 1998-99 MAR 1999	FY 1997-98 MAR 1998	FY 1998-99 % REV BUD
6610-00	Interest	10,500	4,210.55	4,872.49	1,468.84	0.00	40.10%
6610-01	Interest - old bond fund	0	0.00	0.00	0.00	0.00	
6610-23	Interest on impounded taxes released	0	0.00	176.98	0.00	0.00	
	TOTAL INTEREST	10,500	4,210.55	5,049.47	1,468.84	0.00	40.10%
6690	STATE - HOMEOWNER PROP TAX RELIEF	15,484	7,789.14	7,590.20	0.00	0.00	50.30%
6970-00	State - ILL & Direct Loan Reimbursement	6,500	6,446.25	5,373.47	1,488.84	1,242.66	99.17%
6970-01	State - CA Foundation Funds	97,400	59,146.00	0.00	59,146.00	0.00	60.72%
6970-02	State - CA Literacy Campaign	7,000	8,872.00	4,211.00	0.00	6,594.00	126.74%
6970-03	State - Family Literacy	0	0.00	0.00	0.00	0.00	
6970-04	State - Dept of Education 321 Grant	3,500	2,189.00	4,948.00	0.00	0.00	62.54%
6970-05	State - Project Grants	0	0.00	9,361.00	0.00	0.00	
6970-07	State - Timber Yield Apport	0	0.00	0.00	0.00	0.00	
	TOTAL STATE - OTHER GOVERNMENTAL	114,400	76,653.25	23,893.47	60,634.84	7,836.66	67.00%
7130-00	BANKRUPTCY RECOVERY DISTRIBUTIONS	0	0.00	0.00	0.00	0.00	
7670-00	Local Revenue	23,500	15,970.25	14,465.09	2,486.66	3,345.35	67.96%
7670-01	Local Revenue -- Passport	0	7,923.67	0.00	3,448.75	0.00	
	TOTAL LOCAL REVENUE	23,500	23,893.92	14,465.09	5,935.41	3,345.35	0.68
7680	6-MONTH EXPIRED (OUTLAWED) CHECKS	0	223.93	231.20	0.00	225.00	
7810	TRANSFER FROM/TO OTHER LIBRARY FUNDS	0	0.00	0.00	0.00	0.00	
	FUND 707 TOTAL	1,046,345	697,237.25	589,054.65	115,663.30	56,530.15	2.92

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
April 21, 1999

OBJECT CODE	DESCRIPTION	FY 1998-99 BUDGETED	FY 1998-99 YTD	FY 1997-98 YTD	FY 1998-99 MAR 1999	FY 1997-98 MAR 1998	FY 1998-99 % REV BUD
0100	Salaries & Wages	494,410	376,602.00	370,200.00	37,760.00	37,020.00	76.17%
0200	Retirement	70,123	28,899.00	58,314.34	2,890.00	2,832.00	41.21%
	Health Insurance/Blue Shield CA	28,585	16,619.91	13,610.86	5,373.77	1,738.98	58.14%
	Long Term Disability/CNA	2,862	1,733.90	1,541.25	173.15	171.25	60.58%
	Vision Service Plan/VSP	1,974	1,426.46	707.40	196.13	87.80	72.26%
	Dental/Amcritas	4,402	4,227.79	3,331.62	925.00	381.89	96.04%
0300	Total Employee Insurance	37,823	24,008.06	19,191.13	6,668.05	2,379.92	63.47%
0310	Unemployment Insurance	0	0.00	0.00	0.00	0.00	
0350	Workers Compensation - General	5,800	3,852.00	4,322.00	1,284.00	1,180.00	66.41%
	TOTAL SALARIES & EMPLOYEE BENEFITS	608,156	433,361.06	452,027.47	48,602.05	43,411.92	71.26%
0700-00	Communications - Telephone	2,600	1,534.02	1,744.03	265.14	192.71	59.00%
0700-01	Communications - Modem/Fax	2,384	1,857.73	2,024.28	27.59	315.80	77.92%
0700-02	Communications - Internet/Database	3,240	3,711.56	3,329.71	533.84	498.68	114.55%
0700-05	Communications - Cataloging & Acquisitions Vendor	5,160	4,086.89	3,410.51	555.49	443.77	79.20%
0700-07	Communications - 321 Grant	570	379.96	443.14	0.00	18.55	66.66%
0700-08	Communications - Adult Literacy	330	353.08	127.14	111.39	0.00	106.99%
	Total Communications	14,284	11,923.24	11,078.81	1,493.45	1,469.51	83.47%
0900-00	Food - General Fund	50	0.00	18.17	0.00	0.00	
0900-07	Food - 321 Grant	50	0.00	0.00	0.00	0.00	0.00%
0900-08	Food - Adult Literacy	50	0.00	0.00	0.00	0.00	0.00%
090-009	Food - LSCA Grant	0	0.00	0.00	0.00	0.00	
	Total Food	150	0.00	18.17	0.00	0.00	0.00%
1000-00	Household Expense	3,500	3,467.79	4,370.02	0.00	1,727.06	99.08%
1100-00	Insurance	10,200	10,124.25	10,183.10	0.00	0.00	99.26%

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
April 21, 1999

OBJECT CODE	DESCRIPTION	FY1998-99 BUDGETED	FY1998-99 YTD	FY1997-98 YTD	FY1998-99 MAR 1999	FY1997-98 MAR 1998	FY1998-99 % REV BUD
1300-00	Maintenance of Equipment - General Fund	20,000	8,651.53	15,358.43	49.00	0.00	43.26%
1300-07	Maintenance of Equipment - 321 Grant	0	0.00	0.00	0.00	0.00	
1300-08	Maintenance of Equipment - Adult Literacy	0	0.00	0.00	0.00	0.00	#DIV/0!
1300-09	Maintenance of Equipment - LSCA Grant	0	0.00	0.00	0.00	0.00	
	Total Maintenance of Equipment	20,000	8,651.53	15,358.43	49.00	0.00	43.26%
	HVAC	5,500	2,042.95	3,437.66	117.42	117.42	37.14%
	Carpet Cleaning	500	0.00	0.00	0.00	0.00	0.00%
	Groundskeeping, City of Placentia	25,000	23,251.20	17,755.56	5,026.71	1,722.36	93.00%
	Plumbing	1,200	320.02	1,026.16	258.02	83.61	26.67%
	Electrical	4,000	3,135.00	2,865.96	570.00	285.00	78.38%
	Cleaning Service	11,700	8,550.00	8,550.00	950.00	950.00	73.08%
	Locksmith	200	73.72	93.95	0.00	0.00	36.86%
	Other	2,000	1,502.82	1,903.20	502.16	808.01	75.14%
1400-00	Total Maintenance of Building & Grounds	50,100	38,875.71	35,632.49	7,424.31	3,966.40	77.60%
1600-00	Memberships - General Fund	2,900	2,375.00	2,659.00	0.00	0.00	81.90%
1600-07	Memberships - 321 Grant	200	225.00	75.00	125.00	0.00	
1600-08	Memberships - Adult Literacy	150	240.00	95.00	0.00	0.00	160.00%
1600-09	Memberships - LSCA Grant	0	0.00	0.00	0.00	0.00	
	Total Memberships	3,250	2,840.00	2,829.00	125.00	0.00	87.38%
1700-00	Miscellaneous Expense - General Fund	0	0.00	0.00	0.00	0.00	
1700-07	Miscellaneous Expense - 321 Grant	0	0.00	0.00	0.00	0.00	
1700-08	Miscellaneous Expense - Adult Literacy	0	0.00	0.00	0.00	0.00	
1700-09	Miscellaneous Expense - LSCA Grant	0	0.00	0.00	0.00	0.00	
	Total Miscellaneous Expense	0	0.00	0.00	0.00	0.00	

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
April 21, 1999

OBJECT CODE	DESCRIPTION	FY 1998-99 BUDGETED	FY 1998-99 YTD	FY 1997-98 YTD	FY 1998-99 MAR 1999	FY 1997-98 MAR 1998	FY 1998-99 % REV BUD
1800-00	Library Supplies	4,500	4,677.93	4,372.08	242.91	2,288.36	103.95%
	Printing	9,000	6,558.41	6,972.44	1,712.55	1,969.27	72.87%
	EZ Copy - copy cards for sale to patrons	0	0.00	0.00	0.00	0.00	
	Publications	1,500	729.86	1,555.13	0.00	68.29	48.66%
	Paper	1,200	893.60	1,162.33	330.70	136.74	74.47%
	Drinking Water Service	300	224.55	199.60	24.95	24.95	74.85%
	Other Office Supplies	3,000	3,442.36	1,681.33	463.11	30.68	114.75%
	Total Office Supply Expense - General Fund	19,500	16,526.71	15,942.91	2,774.22	4,518.29	84.75%
1800-07	Literacy Dept Educ 321 Grant Supply Expense	1,150	1,889.91	1,141.00	31.15	570.00	
	Printing	1,475	1,615.51	903.04	570.55	0.00	109.53%
	Publications	2,375	0.00	1,086.41	0.00	0.00	0.00%
	Paper	50	0.00	0.00	0.00	0.00	0.00%
	Other Office Supplies	400	514.31	358.35	0.00	0.00	128.58%
	Total Adult Literacy Office Supply Expense	4,300	2,129.82	2,347.80	570.55	0.00	49.53%
1800-09	LSCA Grant Supply Expense	0	0.00	5,181.20	0.00	0.00	
	Total Office Expense	24,950	20,546.44	24,612.91	3,375.92	5,088.29	82.35%
1803-00	Postage Expense - General Fund	800	1,300.31	432.90	302.90	0.00	162.54%
1803-04	Postage Expense - LSCA II Grant	0	0.00	0.00	0.00	0.00	
1803-08	Postage Expense - Adult Literacy	200	64.00	32.00	0.00	0.00	32.00%
1803-09	Postage Expense - LSCA Grant	0	0.00	1,063.44	0.00	0.00	
	Total Postage Expense	1,000	1,364.31	1,528.34	302.90	0.00	136.43%

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

April 21, 1999

OBJECT CODE	DESCRIPTION	FY 1998-99 BUDGETED	FY 1998-99 YTD	FY 1997-98 YTD	FY 1998-99 MAR 1999	FY 1997-98 MAR 1998	FY 1998-99 % REV BUD
	Care Resources (Employee Assistance)	420	280.00	245.00	35.00	35.00	66.67%
	Pension Contribution & Operating Expenses	6,000	1,750.00	4,593.85	0.00	0.00	29.17%
	Anaheim Library Automated System	40,000	262.50	39,207.00	262.50	39,032.00	0.66%
	Clipping Service	420	347.10	310.39	69.42	34.71	82.64%
	Interest Allocation & Tax Collection Charges	450	159.02	122.76	34.08	0.00	35.34%
	Advertising	0	733.74	0.00	0.00	0.00	
	Medical Exams	500	420.00	367.50	52.50	0.00	84.00%
	Collection Services - Accounts Receivable	3,000	86.62	1,113.27	0.00	0.00	2.89%
	Audit & Accounting Services	3,750	4,811.00	3,360.00	751.00	0.00	128.29%
	Payroll Preparation	2,500	1,689.90	1,730.09	79.95	172.50	67.60%
	Election Expenses	0	0.00	0.00	0.00	0.00	
	Staff Training in Library	0	0.00	0.00	0.00	0.00	
	Other (including OCIP Settlement Allocations)	1,000	2,146.16	3,800.03	480.00	0.00	
1900-00	Total Specialized Services - General Fund	58,040	12,686.04	54,849.89	1,764.45	39,274.21	21.86%
1900-01	Specialized Services - LSCA II Grant	0	0.00	0.00	0.00	0.00	
1900-07	Specialized Services - 321 Grant	2,350	0.00	571.00	0.00	0.00	
1900-08	Specialized Services - Adult Literacy	725	80.00	245.00	0.00	0.00	11.03%
1900-09	Specialized Services - LSCA Grant	0	0.00	3,603.99	0.00	0.00	
1900-18	Tax Collection Services & Fees by Orange County	2,100	1,357.54	1,265.86	119.06	112.62	64.64%
	Total Specialized Services	63,215	14,123.58	60,535.74	1,883.51	39,386.83	22.34%
2000-00	Legal Notices - General Fund	500	0.00	0.00	0.00	0.00	0.00%
2000-01	Legal Notices - LSCA II Grant	0	0.00	0.00	0.00	0.00	
	Total Legal Notices	500	0.00	0.00	0.00	0.00	0.00%
2100-00	Rents/Leases-Equipment	0	0.00	0.00	0.00	0.00	

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

April 21, 1999

OBJECT CODE	DESCRIPTION	FY 1998-99 BUDGETED	FY 1998-99 YTD	FY 1997-98 YTD	FY 1998-99 MAR 1999	FY 1997-98 MAR 1998	FY 1998-99 % REV BUD
2200-00	Semi-Annual Bond Payment	66,090	69,850.61	66,259.01	0.00	0.00	105.69%
2300-00	Small Tools/Instruments	0	0.00	0.00	0.00	0.00	
2400-00	Special Department Expense - Miscellaneous	0	0.00	16.03	0.00	16.03	41.16%
2400-01	Special Department Expense- Books	63,000	25,933.65	4,552.20	11,243.29	277.67	0.00%
2400-02	Special Department Expense - Video	1,500	0.00	592.80	0.00	0.00	36.43%
2400-03	Special Department Expense - Electronic	14,358	5,230.00	12,714.23	0.00	487.73	25.02%
2400-04	Special Department Expense - Periodicals	16,642	4,164.52	4,039.57	0.00	68.54	11.51%
2400-05	Special Department Expense - Audio	2,500	287.80	197.46	0.00	0.00	
2400-07	Special Department Expense - 321 Grant	0	375.00	0.00	375.00	0.00	91.13%
2400-08	Special Department Expense - Adult Literacy	1,500	1,367.02	606.57	0.00	0.00	
2400-09	Special Department Expense - LSCA Grant	0	0.00	0.00	0.00	0.00	
	Total Special Department Expense	99,500	37,357.99	22,718.86	11,618.29	849.97	37.55%
2600-00	Transportation/Travel - General	0	0.00	0.00	0.00	0.00	
2700-00	Transportation/Travel - Meetings, Staff Out of Town	1,000	930.14	367.88	131.80	0.00	69.83%
2700-01	Transportation/Travel - Meetings, Staff Local	2,000	1,396.50	2,661.97	39.73	0.00	39.94%
2700-02	Transportation/Travel - Meetings, Board Out of Town	750	299.55	76.42	20.00	0.00	102.40%
2700-03	Transportation/Travel - Meetings, Board Local	500	512.00	287.60	20.00	0.00	
2700-04	Transportation/Travel - Meetings, LSCA II Grant	0	0.00	0.00	0.00	0.00	65.34%
2700-07	Transportation/Travel - Meetings, 321 Grant	1,400	914.79	716.40	0.00	0.00	10.00%
2700-08	Transportation/Travel - Meetings - Adult Literacy	500	50.00	0.00	50.00	0.00	
2700-09	Transportation/Travel - Meetings - LSCA Grant	0	0.00	0.00	0.00	0.00	
	Total Transportation/Travel - Meetings	6,150	4,102.98	4,110.27	261.53	12.60	66.72%

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
April 21, 1999

OBJECT CODE	DESCRIPTION	FY1998-99 BUDGETED	FY1998-99 YTD	FY1997-98 YTD	FY1998-99 MAR 1999	FY1997-98 MAR 1998	FY1998-99 % REV BUD
2800-00	Electricity	45,000	31,414.36	34,540.59	2,921.46	2,802.37	69.81%
	Gas	5,500	3,995.78	3,018.63	868.25	981.64	72.65%
	Water	3,000	1,683.05	2,072.37	227.53	80.30	56.10%
	Total Utilities	53,500	37,093.19	39,631.59	4,017.24	3,864.31	69.33%
	TOTAL SUPPLIES & SERVICES	416,389	260,321.62	298,866.74	30,551.15	56,364.97	62.52%
3700-00	Taxes, Assessments (Sales Tax)	800	352.00	0.00	0.00	0.00	44.00%
4000-00	Equipment - General Fund	20,000	7,645.51	0.00	192.41	0.00	38.23%
4000-07	Equipment - 321 Grant	0	0.00	0.00	0.00	0.00	
4000-08	Equipment - Adult Literacy	1,000	119.95	0.00	119.95	0.00	
4000-09	Equipment - LSCA Grant	0	0.00	0.00	0.00	0.00	
4000-11	Equipment - County Assigned Fund	0	0.00	0.00	0.00	0.00	
	Total Equipment	21,000	7,765.46	0.00	312.36	0.00	36.98%
4200-00	Structures/Improvements	0	0.00	0.00	0.00	0.00	
	TOTAL EQUIPMENT EXPENSE	21,000	7,765.46	0.00	312.36	0.00	36.98%
4807	OPERATING TRANSFER TO ANOTHER DISTRICT	0	0.00	0.00	0.00	0.00	
5600	INVESTMENT POOL LOSS	0	0.00	0.00	0.00	0.00	0.00
	TOTAL EXPENSES	1,046,345	701,800.14	750,894.21	79,465.56	99,776.89	67.07%

Placentia Library District
Balance Sheet
As of March 31, 1999

	Mar 31, '99
ASSETS	
Current Assets	
Checking/Savings	
County Exempt - Checking	5,186.94
County Exempt - Savings	4,760.20
General Fund - Checking	6,654.24
General Fund - Savings	6,224.46
Literacy Fund - Savings	6,022.58
Payroll Checking	7,041.72
Payroll Checking (CDs)	
174445017	5,000.00
174445018	5,000.00
174445019	5,000.00
174445020	5,000.00
174445021	2,500.00
174445022	2,500.00
174445055	2,500.00
Total Payroll Checking (CDs)	27,500.00
Payroll Savings (Fees)	2,320.04
Payroll Savings (Int CDs)	6,887.56
Total Checking/Savings	72,597.74
Total Current Assets	72,597.74
TOTAL ASSETS	72,597.74
LIABILITIES & EQUITY	
Equity	
Net Income	-7,734.94
Total Capital	80,332.68
Total Equity	72,597.74
TOTAL LIABILITIES & EQUITY	72,597.74

**Placentia Library District
Profit and Loss by Class**

March 1999

	County Exempt Fund	General Fund	Literacy Fund	Payroll Fund	Unclassified	TOTAL
Income						
Cash Register - Fines	0.00	2,575.85	0.00	0.00	0.00	2,575.65
Cash Register - Lost Items	0.00	142.01	0.00	0.00	0.00	142.01
Cash Register - Misc.	0.00	49.95	0.00	0.00	0.00	49.95
Cash Register - Reserves	0.00	115.10	0.00	0.00	0.00	115.10
Copy Machine Income	759.00	0.00	0.00	0.00	0.00	759.00
County Reimbursements	0.00	3,203.12	0.00	0.00	0.00	3,203.12
Interest Inc - CD's	0.00	0.00	0.00	12.43	0.00	12.43
Interest Inc - Savings	9.00	69.44	11.43	0.00	0.00	89.87
Meeting Room Income	250.00	0.00	0.00	0.00	0.00	250.00
Miscellaneous Income	0.00	12.20	0.00	0.00	0.00	12.20
Passport Revenue	0.00	3,812.00	0.00	0.00	0.00	3,812.00
State Library Grants	0.00	947.00	0.00	0.00	0.00	947.00
State Library Reimbursements	0.00	1,488.84	0.00	0.00	0.00	1,488.84
State of CA Foundation Funds	0.00	59,146.00	0.00	0.00	0.00	59,146.00
Test Proctoring Income	60.00	0.00	0.00	0.00	0.00	60.00
Transfers from County	0.00	0.00	0.00	40,650.00	0.00	40,650.00
Tutor Training Income	0.00	0.00	30.00	0.00	0.00	30.00
Total Income	1,078.00	71,561.31	41.43	40,662.43	0.00	113,343.17
Expense						
Bank Fees	0.00	0.00	0.00	0.20	0.00	0.20
Children's Other	46.47	0.00	0.00	0.00	0.00	46.47
Copier Lease Payments	446.34	0.00	0.00	0.00	0.00	446.34
Copier Maintenance Contract	229.65	0.00	0.00	0.00	0.00	229.65
Debit Cards	0.00	15.00	0.00	0.00	0.00	15.00
Employee Benefits	0.00	0.00	0.00	4,250.63	0.00	4,250.63
Employee Insurance	0.00	0.00	0.00	685.90	0.00	685.90
Library Board Expenses	32.33	0.00	0.00	0.00	0.00	32.33
Maintenance - Bldg	0.00	80.00	0.00	0.00	0.00	80.00
Office Expense	0.00	93.16	0.00	0.00	0.00	93.16
Payroll Processing Fees	0.00	0.00	0.00	17,487.84	0.00	17,487.84
Postage	0.00	609.78	0.00	0.00	0.00	609.78
Salaries	0.00	0.00	0.00	39,343.17	0.00	39,343.17
Taxes & Fees (370)	0.00	649.00	0.00	0.00	0.00	649.00
Transfers to County	0.00	66,570.25	0.00	0.00	0.00	66,570.25
Transportation & Travel	0.00	205.00	0.00	0.00	0.00	205.00
Uncategorized Expenses	0.00	0.00	0.00	0.00	0.00	0.00
Total Expense	754.79	68,222.19	0.00	61,767.74	0.00	130,744.72
Net Income	323.21	3,339.12	41.43	-21,105.31	0.00	-17,401.55

*Payroll Fund –
3 pay periods in March. Balance does
not show deposit made on February 25, 1999.

Reconciliation Report

Agenda Item 13
Page 3

4/13/1999

County Exempt - Checking account reconciled for the period ending 03/31/1999

Cleared Transactions

Previous Balance		5,186.94
Cleared Checks and Payments	0 Items	0.00
Cleared Deposits and Other Credits	0 Items	0.00
Cleared Balance		5,186.94

Uncleared Transactions

Uncleared Checks and Payments	0 Items	0.00
Uncleared Deposits and Other Credits	0 Items	0.00

New Transactions

Account Balance as of 03/31/1999 (statement closing date)		5,186.94
New Checks and Payments	6 Items	-1,489.65
New Deposits and Other Credits	1 Items	250.00
Ending Account Balance		3,947.29

Register

County Exempt - Checking Register through 03/31/1999:

<u>Date</u>	<u>No./Ref.</u>	<u>Name</u>	<u>Account</u>	<u>Memo</u>	<u>Amount</u>	<u>C</u>	<u>Balance</u>
03/17/1999	2001	Elizabeth D Minter	Library Board Expenses	COE Bd. Fund	-32.33	X	5,233.41
03/29/1999	2002	Ralph's	Children's Other	COE - Childr...	-46.47	X	5,186.94

Reconciliation Report

Agenda Item 13
Page 4

4/13/1999

County Exempt - Savings account reconciled for the period ending 03/31/1999

Cleared Transactions

Previous Balance		4,760.20
Cleared Checks and Payments	0 Items	0.00
Cleared Deposits and Other Credits	0 Items	0.00
Cleared Balance		4,760.20

Uncleared Transactions

Uncleared Checks and Payments	0 Items	0.00
Uncleared Deposits and Other Credits	0 Items	0.00

New Transactions

Account Balance as of 03/31/1999 (statement closing date)		4,760.20
New Checks and Payments	0 Items	0.00
New Deposits and Other Credits	8 Items	371.35
Ending Account Balance		5,131.55

Reconciliation Report

Agenda Item 13 4/13/1999
Page 5

General Fund - Checking account reconciled for the period ending 03/31/1999

Cleared Transactions

Previous Balance		7,738.69
Cleared Checks and Payments	0 Items	0.00
Cleared Deposits and Other Credits	0 Items	0.00
Cleared Balance		7,738.69

Uncleared Transactions

Uncleared Checks and Payments	6 Items	-1,084.45
Uncleared Deposits and Other Credits	0 Items	0.00

New Transactions

Account Balance as of 03/31/1999 (statement closing date)		6,654.2
New Checks and Payments	7 Items	-735.93
New Deposits and Other Credits	0 Items	0.00
Ending Account Balance		5,918.31

Register

General Fund - Checking Register through 03/31/1999:

<u>Date</u>	<u>No./Ref.</u>	<u>Name</u>	<u>Account</u>	<u>Memo</u>	<u>Amount</u>	<u>C</u>	<u>Balance</u>
03/01/1999	4009	US Postmaster P...	Postage	1803-00	-143.00	X	4,960.06
03/03/1999			County Reimbursements	Deposit	2,718.72	X	7,678.78
03/03/1999			Debit Cards	Service Charge	-15.00	X	7,663.78
03/09/1999	4010	Norton's Cleaners	Maintenance - Bldg	1400-00 Dry ...	-80.00	X	7,583.78
03/09/1999	4011	Pitney Bowes	Postage	postage 1803...	-40.00		7,543.78
03/09/1999	4012	US Postmaster P...	Postage	1803-00 post...	-104.40	X	7,439.38
03/15/1999	4013	Bolin's Mail Sen...	Postage	1803-00	-34.48	X	7,404.90
03/17/1999	4014	US Postmaster P...	Postage	1803-00 post...	-147.90	X	7,257.00
03/17/1999	4015	Elizabeth D Minter	Office Expense	1800-00	-6.45		7,250.55
03/18/1999	4016	Photo Hall	Office Expense	1800-00	-15.52	X	7,235.03
03/18/1999	4017	Smart & Final	Office Expense	1800-00	-71.19	X	7,163.84
03/25/1999	4018	Placentia Chamb...	Transportation & Travel	2700-03	-10.00	X	7,153.84
03/30/1999			County Reimbursements	Deposit	484.40	X	7,638.24
03/31/1999	4019	VOID	Uncategorized Expenses		0.00	X	7,638.24
03/31/1999	4020	VOID	Uncategorized Expenses		0.00	X	7,638.24
03/31/1999	4021	Microcenter	Transportation & Travel	2700-01	-195.00		7,443.24
03/31/1999	4022	State Board of E...	Taxes & Fees (370)	3700-00	-649.00		6,794.24
03/31/1999	4023	Pitney Bowes	Postage	Acct #32021...	-140.00		6,654.24

Reconciliation Report

Agenda Item 13 4/13/1999
Page 6

General Fund - Savings account reconciled for the period ending 03/31/1999

Cleared Transactions

Previous Balance		6,224.46
Cleared Checks and Payments	0 Items	0.00
Cleared Deposits and Other Credits	0 Items	0.00
Cleared Balance		6,224.46

Uncleared Transactions

Uncleared Checks and Payments	0 Items	0.00
Uncleared Deposits and Other Credits	0 Items	0.00

New Transactions

Account Balance as of 03/31/1999 (statement closing date)		6,224.46
New Checks and Payments	1 Items	-4,064.22
New Deposits and Other Credits	9 Items	2,196.36
Ending Account Balance		4,356.60

Reconciliation Report

Agenda Item 13 4/13/1999
Page 7

Literacy Fund - Savings account reconciled for the period ending 04/13/1999

Cleared Transactions

Previous Balance		5,981.15
Cleared Checks and Payments	0 Items	0.00
Cleared Deposits and Other Credits	2 Items	41.43
Cleared Balance		6,022.58

Uncleared Transactions

Uncleared Checks and Payments	0 Items	0.00
Uncleared Deposits and Other Credits	0 Items	0.00

New Transactions

Account Balance as of 04/13/1999 (statement closing date)		6,022.58
New Checks and Payments	0 Items	0.00
New Deposits and Other Credits	0 Items	0.00
Ending Account Balance		6,022.58

Reconciliation Report

Agenda Item 13 4/13/1999
Page 8

Payroll Checking account reconciled for the period ending 04/13/1999

Cleared Transactions

Previous Balance		28,159.46
Cleared Checks and Payments	44 Items	-56,588.22
Cleared Deposits and Other Credits	2 Items	40,650.00
Cleared Balance		12,221.24

Uncleared Transactions

Uncleared Checks and Payments	15 Items	-5,179.52
Uncleared Deposits and Other Credits	0 Items	0.00

New Transactions

Account Balance as of 04/13/1999 (statement closing date)		7,041.72
New Checks and Payments	0 Items	0.00
New Deposits and Other Credits	0 Items	0.00
Ending Account Balance		7,041.72

Reconciliation Report

Agenda Item 13 4/13/1999
Page 9

Payroll Savings (Int CDs) account reconciled for the period ending 04/13/1999

Cleared Transactions

Previous Balance		6,399.89
Cleared Checks and Payments	0 Items	0.00
Cleared Deposits and Other Credits	3 Items	487.67
Cleared Balance		6,887.56

Uncleared Transactions

Uncleared Checks and Payments	0 Items	0.00
Uncleared Deposits and Other Credits	0 Items	0.00

New Transactions

Account Balance as of 04/13/1999 (statement closing date)		6,887.56
New Checks and Payments	0 Items	0.00
New Deposits and Other Credits	0 Items	0.00
Ending Account Balance		6,887.56

ACQUISITIONS REPORT FOR THE MONTH OF MARCH 1999
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	232.13	12	55.61	3	287.74	15	666.15	33	953.89	48
Adult Circulating Non-Fiction	4,211.10	193	12.63	1	4,223.73	194	3,337.25	159	7,560.98	353
Adult Reference	1,880.30	40	0.00	0	1,880.30	40	0.00	0	1,880.30	40
Adult Print Continuations	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Adult Electronic Continuations	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Total Adult Non-Fiction	6,091.40	233	12.63	1	6,104.03	234	3,337.25	159	9,441.28	393
TOTAL ADULT PRINT MATERIALS	6,323.53	245	68.24	4	6,391.77	249	4,003.40	192	10,395.17	441
Adult Audio/Music	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
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	0.00	0	0.00	0
Adult Video Educational	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Adult Video Entertainment	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Total Adult Video	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
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	0.00	0	0.00	0
TOTAL ADULT MATERIALS	6,323.53	245	68.24	4	6,391.77	249	4,003.40	192	10,395.17	441
Juvenile Fiction	226.11	16	0.00	0	226.11	16	0.00	0	226.11	16
Juvenile Circulating Non-Fiction	663.98	22	87.81	8	751.79	30	74.40	5	826.19	35
Juvenile Reference	0.00	0	290.38	19	290.38	19	0.00	0	290.38	19
Juvenile Print Continuations	93.10	3	0.00	0	93.10	3	0.00	0	93.10	3
Juvenile Electronic Continuations	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Total Juvenile Non-Fiction	757.08	25	378.19	27	1,135.27	52	74.40	5	1,209.67	57
TOTAL JUVENILE PRINT MATERIALS	983.19	41	378.19	27	1,361.38	68	74.40	5	1,435.78	73
Juvenile Audio/Music	0.00	0	40.12	4	40.12	4	0.00	0	40.12	4
Juvenile Audio Books	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Total Juvenile Audio	0.00	0	40.12	4	40.12	4	0.00	0	40.12	4
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	40.12	4	40.12	4	0.00	0	40.12	4
TOTAL JUVENILE MATERIALS	983.19	41	418.31	31	1,401.50	72	74.40	5	1,475.90	77
Total Fiction	458.24	28	55.61	3	513.85	31	666.15	33	1,180.00	64
Total Non-Fiction	6,848.48	258	390.82	28	7,239.30	286	3,411.65	164	10,650.95	450
Total Audio	0.00	0	40.12	4	40.12	4	0.00	0	40.12	4
Total Video	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Total Computer Software	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
TOTAL MATERIALS	7,306.72	286	486.55	35	7,793.27	321	4,077.80	197	11,871.07	518

OUTSTANDING ORDERS AS OF MARCH 31, 1999

General Fund	Amount	TOTAL
Amount	\$26,486.80	Amount
Adopt-A-Book	Amount	Amount
Amount	\$2,846.25	\$29,333.05

ACQUISITIONS REPORT FOR FISCAL YEAR 1998-1999 THROUGH THE MONTH OF MARCH 1999
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	793.44	43	3,849.04	209	4,642.48	232	4,139.00	194	8,781.48	446
Adult Circulating Non-Fiction	9,282.02	435	7,714.48	356	16,996.50	791	14,227.25	713	31,223.75	1,504
Adult Reference	5,694.97	128	33.78	1	5,728.75	129	566.85	30	6,295.60	159
Adult Print Continuations	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Adult Electronic Continuations	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Total Adult Non-Fiction	14,976.99	563	7,748.26	357	22,725.25	920	14,794.10	743	37,519.35	1,663
TOTAL ADULT PRINT MATERIALS	15,770.43	606	11,597.30	566	27,367.73	1,172	18,933.10	937	46,300.83	2,109
Adult Audio/Music	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Adult Audio Books	755.22	26	0.00	0	755.22	26	27.50	2	782.72	28
Total Adult Audio	755.22	26	0.00	0	755.22	26	27.50	2	782.72	28
Adult Video Educational	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Adult Video Entertainment	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Total Adult Video	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Adult Computer Software	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
TOTAL ADULT NON-PRINT MATERIALS	755.22	26	0.00	0	755.22	26	27.50	2	782.72	28
TOTAL ADULT MATERIALS	16,525.65	632	11,597.30	566	28,122.95	1,198	18,960.60	939	47,083.55	2,137
Juvenile Fiction	226.11	16	575.12	38	801.23	54	117.00	14	918.23	68
Juvenile Circulating Non-Fiction	6,092.95	311	3,987.02	217	10,079.97	528	642.52	60	10,722.49	588
Juvenile Reference	690.57	27	290.38	19	980.95	46	50.00	1	1,030.95	47
Juvenile Print Continuations	93.10	3	0.00	0	93.10	3	0.00	0	93.10	3
Juvenile Electronic Continuations	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Total Juvenile Non-Fiction	6,876.62	341	4,277.40	236	11,154.02	577	692.52	61	11,846.54	638
TOTAL JUVENILE PRINT MATERIALS	7,102.73	357	4,852.52	274	11,955.25	631	809.52	75	12,764.77	706
Juvenile Audio/Music	0.00	0	182.66	18	182.66	18	0.00	0	182.66	18
Juvenile Audio Books	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Total Juvenile Audio	0.00	0	182.66	18	182.66	18	0.00	0	182.66	18
Juvenile Video Educational	252.00	8	0.00	0	252.00	8	0.00	0	252.00	8
Juvenile Video Entertainment	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Total Juvenile Video	252.00	8	0.00	0	252.00	8	0.00	0	252.00	8
Juvenile Computer Software	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
TOTAL JUVENILE NON-PRINT MATERIALS	252.00	8	182.66	18	434.66	26	0.00	0	434.66	26
TOTAL JUVENILE MATERIALS	7,354.73	365	5,035.18	292	12,389.91	657	809.52	75	13,199.43	732
Total Fiction	1,019.55	59	4,424.16	247	5,443.71	306	4,256.00	208	9,699.71	514
Total Non-Fiction	21,853.61	904	12,025.66	593	33,879.27	1,497	15,486.62	804	49,365.89	2,301
Total Audio	755.22	26	182.66	18	937.88	44	27.50	2	965.38	46
Total Video	252.00	8	0.00	0	252.00	8	0.00	0	252.00	8
Total Computer Software	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
TOTAL MATERIALS	23,880.38	997	16,632.48	858	40,512.86	1,855	19,770.12	1,014	60,282.98	2,869

Agenda Item 15

TO: Elizabeth D. Minter, Library Director
 FROM: Peggy Burkich, Circulation Supervisor *PB*
 DATE: April 21, 1999
 SUBJECT: Unique Management Services, Inc. Report for Month of February

The report was received from Unique Management on April 12, 1999.
 Attachment A is enclosed.
 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
FY 1998-99					
July	1	7	1	135.85	0
August	0	2	2	224.69	0
September	0	0	0	0.00	0
October	0	0	0	0.00	0
November	9	0	0	0.00	0
December	6	15	2	114.80	0
January	12	24	3	193.00	0
February	12	26	7	364.00	0
March	15	47	5	418.70	7
April					
May					
June					
TOTAL YTD	55	121	20	1,451.04	7

Unique Management Services
STATUS OF ACCOUNTS REPORT
Accounts Listed Thru 03/28/99

Time Run: 09:31PM
Date Run: MAR 28 1999

Attn: MS PEGGY BURKICH
PLACENTIA LIBRARY DISTRICT
411 EAST CHAPMAN AVENUE
PLACENTIA, CA 92870

Client Number: 286

Client Name: PLACENTIA LIBRARY DISTRICT

Accounts Submitted	:	54	Dollars Submitted	:	5,273.22	Dollars Received	:	521.40
Bankruptcies	:	0	Dollars in Bankruptcy	:	.00	Material Returned	:	888.17
Incorrect Addresses	:	7	Dollars in Skips	:	662.66	Dollars Waived	:	231.10
Patron Disputes/Suspends	:	0	Dollars in Dispute	:	.00	Total Activated	:	2,107.66
Accounts in Process	:	47	Dollars in Process	:	4,502.85	% of Dollars Activated	:	46.81%
# of Accounts Activated	:	17						
% of Accounts Activated	:	36.17%						

TO: Library Board of Trustees
 FROM: Elizabeth D. Minter, Library Director *edm*
 DATE: April 21, 1999
 SUBJECT: **DEBIT CARD SYSTEM REIMBURSEMENT MARCH, 1999**

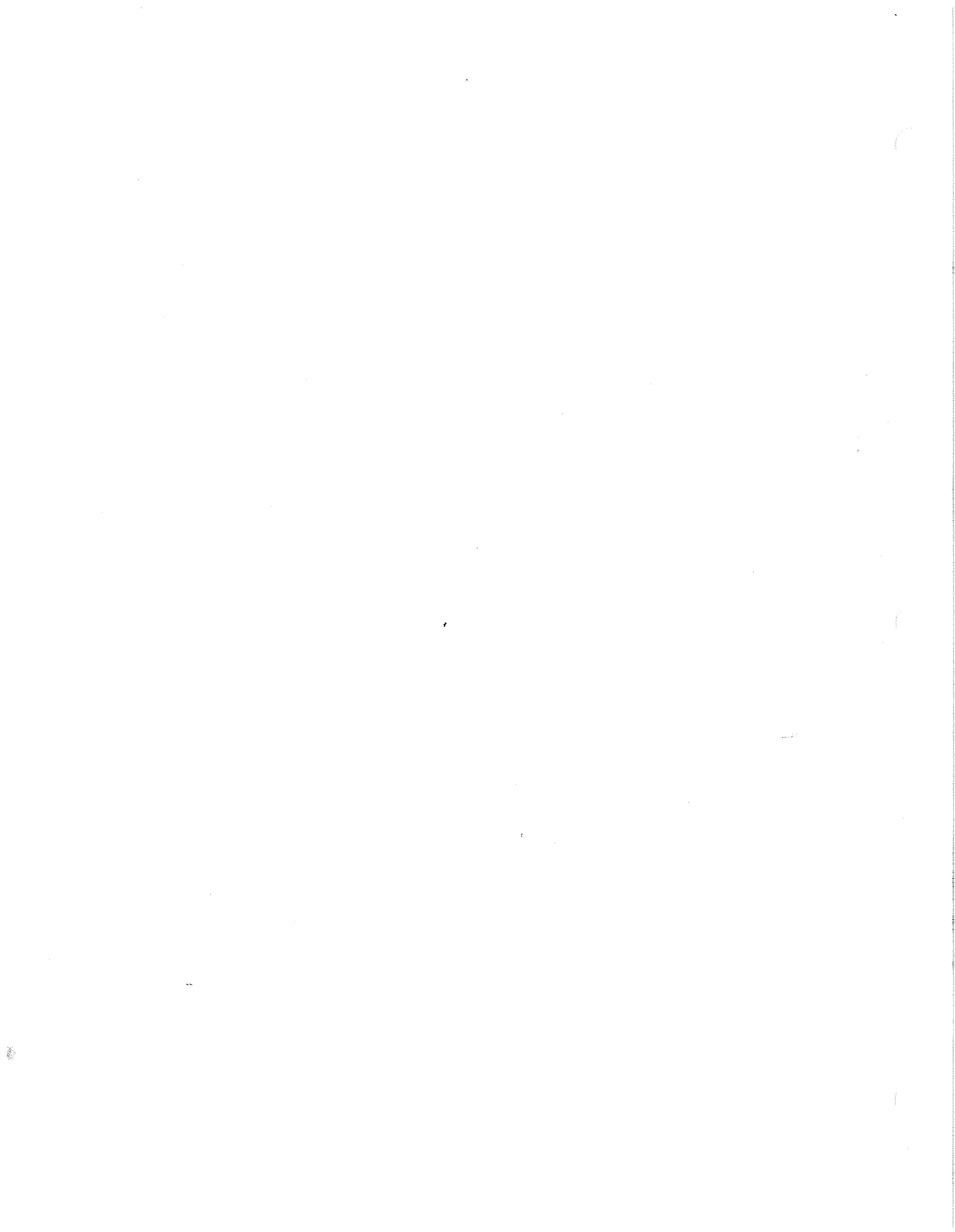
SUMMARY OF PRINTER/COPIER ACCOUNTS MARCH, 1999

Beginning Balance 2/28/99			(\$798.01)
	<u>Income</u>	<u>Expend.</u>	
Total Deposits in	759.00		
Total Loans from Literacy Fund	0.00		
Total Materials & Supplies		0.00	
Total Repairs		0.00	
Total Copier Paper Expense		0.00	
Total Copier Lease Payments in March		446.34	
Total Copier Maintenance Payment in March		229.65	
Debit Card System Loan Payback		0.00	
	759.00	675.99	
Ending Balance 3/31/99			<u>(\$715.00)</u>
March payment			\$ 0.00

SUMMARY OF PRINTER/COPIER LOAN ACTIVITY

Loan Amount as of 10/3/96 (Fund 702)	16,559.50
Loan Repayment through 3/31/99	(8,565.48)
Loan Amount as of 3/31/99 (Literacy Fund)	7,700.00
March Payment (Fund 702)	0.00
March Payment (Literacy Fund)	0.00
Balance 3/31/99	<u>\$ 15,694.02</u>

Prepared by: Wendy Goodson



TO: Placentia Library District Board of Trustees
 FROM: Elizabeth D. Minter, Library Director *ew*
 DATE: April 21, 1999

SUBJECT: GIFT REPORT

The following gifts were received from March 1, 1999 through March 31, 1999

ADOPT-A-BOOK DONATIONS

American Legion Auxiliary	Cindy McClain
Marla K. Anderson	Mary Kay McMahon
Rosemarie Andrews	Pat Mercier
Donna Bass	Jo Ann Nelson
Dave & Charlotte Baughman	Jane Overall
Jill Botha	Linda Pavlik
Gloria Brown	Pfizer Inc
Susan Brown	Placentia Round Table
Peggy Burkich	Mary & Marv Reid
Ruth Cain	Cecil Ropshaw
Helen & Kenneth Cantwell	Christine Ruppel
Mary Castner	Reggies & Robin Sadler
Shirley Christian	Shirley Schlichter
Teresa Christian	Renee Scott
Jim & Peggy Dinsmore	Gordon & Dixie Shaw
Suzanne Engen	Bonnie Sheffield
Penny Fellows	Maureen Sinclair
Nita Godwin	Chyral Snyder
Rita Hedworth	Michael Hince & Elizabeth Spring
Alice & Perry Hillburg	Kay Suiter
Camille Himes	Vincent Taormina
Autumn Humphrey	Mr & Mrs Eugne Tavis
Jerry & Pat Jertberg	Dr & Mrs. Jerald Thanos
Mary Lou Juster	Daryll Thomann
Nancy Keating	Douglas C. Tubbs
Bev Kent	Jean Turner
Doris Knauft	Connie Underhill
Linda Kuster	Peggy Vincent
Norma Lawrence	Jim & Virginia Walker
George & Mary Liegler	Laura Webb
Louise Lirkler	Victoria Allec Weselich
Jane & Don Livezey	Carl Westberg
Patti Madigan	Maureen Williams
Pat Matteson	Heather Wood

TOTAL AAB DONATIONS 1,905.00

BOOK ENDOWMENT

Betty Adams
 Marla K. Anderson
 Kellie Castillo
 Shirley Christian
 Abby Cook
 Jim & Peggy Dinsmore
 Joan Dressel
 Theodor Farkas
 Penny Fellows
 Marjorie Hager
 Peggy Harrington
 Rita Hedworth
 Alice & Perry Hillburg
 Nancy Klein
 Doris Knauft
 Norma Lawrence
 George & Mary Liegler
 Michael L. Maertzweiler
 Katie Matas

Elizabeth Mead
 James & Carol Pence
 Placentia Lions Club
 Eleanore Rankin
 Mary & Marv Reid
 Christine Ruppel
 Jan Schwartzkopf
 Dixie & Gordon Shaw
 Kathy & Jerry Shepherd
 Al Shkoler
 Cyrise Smith
 Randy Smith
 Michael Hince & Elizabeth Spring
 Sandra & Allan Stark
 Dougals C. Tubbs
 Connie Underhill
 Harriett Werk
 Barbara Ann Young
 Sally Young

TOTAL BOOK ENDOWMENT \$ 1,965.00

American Girls Pastime Party

Hugh & Gae Wood \$100.00

TOTAL ALL DONATIONS \$3,970.00

Prepared by : Wendy Goodson

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *edz*
DATE: April 21, 1999

SUBJECT: BUILDING MAINTENANCE REPORT FOR MONTH MARCH, 1999

1. **Air Conditioning** – Regular maintenance of HVAC system.
2. **Lighting** – Regular maintenance of lighting. Christenson serviced the lighting in the lobby area and southeast corner of the Library.
3. **Fire extinguishers** – Annual maintenance of fire extinguishers serviced by Oxygen Service Co.
4. **Childrens Dept** – Boy's restroom toilet serviced by Manwill Plumbing Co.

Prepared by: Wendy Goodson

TO: Library Board of Trustees
FROM: Elizabeth Minter, Library Director *elm*
DATE: April 21, 1999
SUBJECT: PERSONNEL REPORT FOR MARCH, 1999

RESIGNATIONS:

Rosemarie Andrews, Library Aide, part-time, effective March 3, 1999.

APPOINTMENTS:

Nathaniel Jones, Library Aide, part-time, effective March 8, 1999.

Susan Farrell, Substitute Librarian, part time, effective March 8, 1999.

OPEN POSITIONS:

None

Prepared by: Wendy Goodson

TO: Elizabeth Minter, Library Director
 FROM: Cheryl Willauer, Volunteer Coordinator
 SUBJECT: Volunteer Report for the Month of March 1999

CUMULATIVE RECORD OF VOLUNTEER WORK HOURS

REGULAR	FY98/99 March	FY98/99 YTD	Starting	Cumulative
Andrade, Linda	0.00	86.00	9/95	345.75
Backes, Theresa	7.00	71.75	6/98	84.25
Boelman, Marge	0.00	6.00	1/98	17.25
Cicero, Linda Ann Lo	0.00	26.50	3/98	73.75
Dell, Lyla	23.75	178.50	8/98	178.50
Deputy, Paul	24.50	184.00	7/82	6,647.25
Farkas, Ted	0.00	13.00	10/98	13.00
Fioroni, Pete	6.50	42.00	3/97	127.75
Fioroni, Ruth	6.50	42.00	3/97	127.75
Fitzgerald, Joan	15.00	147.50	10/93	1,482.50
Foundation Telephone Committee	0.00	40.00	10/98	40.00
Godwin, Nita	0.00	9.00	2/96	141.25
Hemmerling, Barbara	15.00	15.00	10/95	258.25
Hochman, Sue	6.50	63.00	1/98	98.75
Horrocks, Marjorie	4.00	32.00	10/95	187.00
Hyams, Rose	15.00	184.00	7/98	184.00
Irot, Pat	34.25	214.25	2/96	956.75
Jertberg, Pat	6.25	65.50	4/98	74.00
Livesey, Jane	13.50	65.50	4/96	316.50
Lord, Audrey	0.00	53.00	10/97	193.50
Malik, Shamim	2.00	59.00	5/97	476.75
Matsuo, Roy	0.00	3.75	7/98	3.75
Mignot, John	0.00	23.00	6/98	27.00
Mignot, Shirley	10.00	69.00	9/95	311.75
Myers, Claire	18.75	130.00	10/95	616.00
Olson, Bob	6.00	32.75	9/95	230.25
Pence, Thomas	5.25	15.50	1/99	15.50
Robb, Barbara	3.25	23.50	7/98	23.50
Schlichter, Allan	10.00	48.00	10/93	516.50
Schmidt, Marie	5.75	43.75	4/98	57.75
Shaw, Dixie	1.50	15.00	5/94	139.00
Stark, Allan	1.00	11.00	4/97	30.50
Stark, Saundra	1.00	63.75		151.75
Venegas, Julie	0.00	38.25	6/98	51.25
Walker, Virginia	48.00	48.00	3/99	48.00
Wymer, Betty	12.50	94.50	1/96	421.00
J.T.P.A. / Job Training Partnership Act	0.00	108.00		1,050.50
S.T.E.P. / Senior Training & Employment Program	80.00	1,080.00		5,393.75
TOTAL	382.75	3,359.75		20,362.75

TEMPORARAY VOLUNTEERS

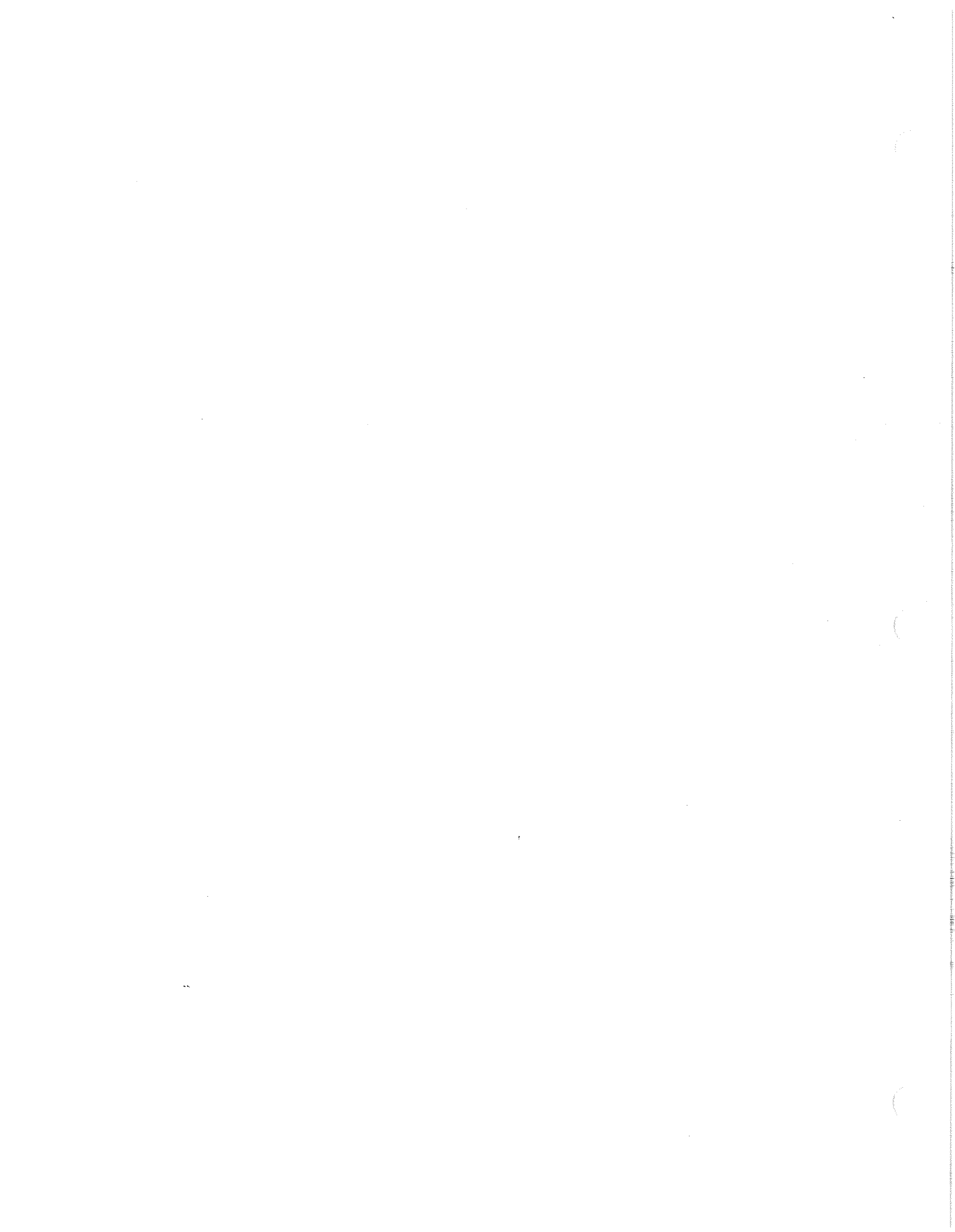
	FY98/99			FY98/99	
	March	YTD		March	YTD
Ahmadi, Zohra	0.00	24.25	Lam, Thuan	0.00	26.50
Angolo, Nelida	0.00	2.00	Lee, Hannah	0.00	15.00
Arreola, Daniel	25.00	35.00	Lee, Michael	1.75	24.75
Ataris, Andy	0.00	2.00	Lee, Pichie	0.00	60.00
Bernard, Bers	0.00	1.75	Leon, Erma	0.00	2.00
Bernd, Jim	12.00	12.00	Mair, Justin	0.00	30.50
Bone, Shawnda	0.00	2.00	Margary, Gale	0.00	2.00
Boula, Bobby	0.00	21.25	McMillan, Caitlyn	0.00	15.00
Burke, Marsha	2.00	4.00	Molina, Enio	0.00	2.00
Burns, John	0.00	2.00	Morris, Crystal	0.00	7.00
Byrne, Justin	0.00	20.00	Oskins, Cindy	0.00	4.00
Ceniceros, Anna	17.00	29.25	Parker, Jim	0.00	5.75
Cerri, Patrick	0.00	35.00	Peck, Jean	0.00	2.00
Chang, Edmund	0.00	38.00	Perez, Lizette	0.00	16.50
Chavez, Alfredo	4.00	16.25	Perez, Manuel	0.00	5.75
Cheung, Eric	0.00	19.00	Pina, Jose Luis	0.00	1.00
Chib, Sheetal	0.00	8.00	Pinter, Brian	0.00	22.75
Chiong, Debbie	0.00	34.25	Plinski, Sara	2.00	2.00
Chiu, Jason	0.00	8.00	Ritter, David	0.00	1.00
Chiu, Josephine	6.25	68.00	Rodriguez, David	0.00	29.75
Clugston, Patricia	3.50	41.50	Rorex, Jamie	2.00	10.00
Coursey, Jeff	0.00	18.00	Shaw, Patrick	0.00	29.50
De Los Santos, Sarah	0.00	20.00	Sim, Elisia	0.00	17.00
Espinosa, Jorge	0.00	3.00	Soto, David	0.00	31.00
Gamer, Sarah	0.00	11.00	St. Aubin, Lacy	0.00	10.50
Gerges, Magda	7.50	7.50	Sung, Alice	0.00	9.00
Gonzalez, Lizeth	0.00	15.50	Thompson, Jena	0.00	4.50
Gonzalez, Maria	0.00	24.25	Tsutsumuda, Kathy	2.00	11.00
Govea, Melissa	0.00	4.00	Uh, Soo	0.00	7.75
Guzzi, Rebecca	0.00	4.00	Vance, Brian	0.00	55.50
Hannah, Bryan	0.00	34.00	Varela, Javier "Junior"	0.00	43.00
Hankumar, Seema	0.00	3.00	Vasquez, Joel	0.00	8.00
Harrett, Tom	2.00	8.00	Veitre, Matt	0.00	26.75
Harrison, Matthew	0.00	29.00	Verde, Val	0.00	6.25
Hernandez, Ricardo	0.00	6.00	Vidhyarkom, Tammy	9.00	78.00
Higueros, Delmy	0.00	22.25	Wang, Grace	0.00	20.00
Ho, Bao	0.00	30.00	Wang, Shuan	0.00	40.00
Ho, Jerry	0.00	40.00	Whalen, Mark	2.00	6.50
Joslin, Linda	0.00	1.75	Yada, Julie	2.50	10.50
Kansagara, Mena	0.00	17.50	Yang, Kelly	0.00	23.00
Khounani, Anthony	0.00	12.00	Yee, Cindy	0.00	17.50
Kim, Jessica	0.00	12.25			
Kumar, Smita	0.00	23.75			
TOTAL	79.25	769.75	TOTAL	16.75	742.00
LVA VOLUNTEERS					
Literacy Volunteer Hours		347.00			
TOTAL VOLUNTEERS HOURS		825.75			

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		
	FY96/97	FY97/98	FY98/99	FY96/97	FY97/98	FY98/99
July	808.25	898.50	929.00	457.00	818.00	449.00
August	776.75	864.25	919.25	209.00	405.00	427.00
September	773.75	433.00	531.75	279.00	376.00	261.00
October	756.50	486.00	497.00	482.00	435.00	332.00
November	519.75	492.75	443.75	257.00	369.00	345.00
December	370.00	556.00	312.25	142.00	273.00	179.00
January	488.60	558.25	413.75	367.00	301.00	242.00
February	480.00	533.50	372.00	517.00	450.00	504.00
March	675.00	687.00	478.75	493.00	398.00	347.00
April	788.00	594.00		633.00	383.00	
May	620.50	453.50		430.00	480.00	
June	740.25	805.25		380.00	317.00	

Placentia Library District
Circulation Report
APRIL 21, 1999

	FY98-99 YTD	FY97-98 YTD	% CHANGE FY98 TO FY99	FY98-99 MARCH 99	FY97-98 MARCH 98
1st Time Checkouts	105,719	123,580	-14.45%	13,515	14,978
Phone Renewals	12,833	10,790	18.93%	1,917	1,563
In-Building Renewals	5,609	9,899	-43.34%	489	1,317
Total Renewals	18,442	20,689	-10.86%	2,406	2,880
TOTAL CHECKOUTS	124,161	144,249	-13.93%	15,921	17,858
On-Time Checkins	100,294	117,019	-14.29%	12,753	13,620
Late Checkins	20,682	23,314	-11.29%	2,641	2,953
TOTAL CHECKINS	120,976	140,333	-13.79%	15,394	16,573
Holds Placed	2,503	2,853	-12.27%	302	448
Holds Cancelled	529	587	-9.88%	63	97
Holds Filled	2,411	2,541	-5.12%	321	314
Holds Expired	20	28	-28.57%	1	3
Overdue Items	7,580	8,926	-15.08%	1,074	1,380
Overdue Notices	3,209	3,783	-15.17%	477	600
Billing Notices	3,830	4,461	-14.14%	530	683
Patrons Registered	2,386	2,659	-10.27%	307	372
Titles Added	6,896	4,565	51.06%	1,116	399
Volumes Added	8,295	8,298	-0.04%	1,557	692
CIRCULATION BY TYPE OF MATERIAL					
Adult Print	55,819	62,490	-10.68%	7,049	8,200
Juvenile Print	59,500	70,917	-16.10%	7,784	8,297
Total Print	115,319	133,407	-13.56%	14,833	16,497
Audio	3,984	4,555	-12.54%	454	567
Visual	5,603	6,947	-19.35%	634	794
Equipment	0	0	0.00%	0	0
Total Audio Visual	9,587	11,502	-16.65%	1,088	1,361
TOTAL CIRCULATION	124,161	144,249	-13.93%	15,921	17,858
Placentia Circulation	76,345	93,607	-18.44%	9,984	10,957
% Placentia Circulation	61.12%	64.60%	-5.39%	62.71%	61.36%
Anaheim/Yorba Linda Circulation	24,139	25,632	-5.82%	2,918	3,292
% Anaheim/Yorba Linda Circulation	19.33%	17.69%	9.27%	18.33%	18.43%
TYPES OF ACTIVE BORROWERS					
Adult	82,636	92,073	-10.25%	10,371	1,147
Young Adult	3,374	3,176	6.23%	455	493
Juvenile	30,771	39,753	-22.59%	4,033	4,736
New Borrower	8,126	9,882	-17.77%	1,062	1,148
Non Resident	0	0	0.00%	0	0
Other	0	0	0.00%	0	0
TOTAL ACTIVE BORROWERS	124,907	144,884	-13.79%	15,921	17,848
TOTAL REGISTERED BORROWERS	27,223	28,067	-3.01%	27,223	28,067
ATTENDANCE	225,272	238,905	-5.71%	31,842	30,174
Adult Reference - In Building	9,775	10,416	-6.15%	1,463	1,430
Adult Reference - Telephone	2,321	2,288	1.44%	258	268
Children's Reference - In Building	4,832	6,983	-30.80%	634	878
Children's Reference - Telephone	393	323	21.67%	55	46
Total Adult Reference	12,096	12,704	-4.79%	1,721	1,698
Total Children's Reference	5,225	7,306	-28.48%	689	924
Total In Building Reference	14,607	17,399	-16.05%	2,097	2,308
Total Telephone Reference	2,714	2,611	3.94%	313	314
TOTAL REFERENCE	17,321	20,010	-13.44%	2,410	2,622



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

**Meeting held at MWDOC
10500 Ellis Ave., Fountain Valley
7:30 a.m. - March 2, 1999**

ISDOC Executive Committee Members Present:

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

Mary A. Matheis
1st Vice President
73 Nighthawk
Irvine, Ca. 92714-3683
TEL: (949) 476-4488
FAX: (949) 476-2878

Teri Cable
2nd Vice President
12279 Baja Panorama
TEL: (714) 647-5658
FAX: (714) 647-5622

Arlene Schafer
3rd Vice President
292 Bucknell
Costa Mesa, Ca. 92626
TEL: (714) 546-1429
FAX: (714) 432-1436

Ron Kennedy
Secretary
24151 Adonis Street
Mission Viejo, Ca. 92691
TEL: (949) 837-7050
FAX: (949) 837-7092

Joan Finnegan
Treasurer
258 Sherwood Street
Costa Mesa, Ca. 92627
TEL: (949) 548-3690
FAX: (949) 646-1685

Robert Hanson
Past President
23301 Ridge Route Drive, #219
Laguna Hills, Ca. 92653
TEL: (949) 770-0736
FAX: (949) 770-1720

cc: LAFCO Representatives
John B. Withers
Phillip L. Anthony (present)
Bob J. Huntley
Dana Smith - LAFCO
Russ Behrens -McCormick,
Kidman & Behrens

Ken Petersen
Jim Reed (present)
John Schatz
Russell Paris (present)
Bill Goodwin (present)
Trudy Ohlig (present)
Ed LaBahn (present)

Call to Order

1. **Preliminaries**

First Vice-President, Mary Aileen Matheis, called the meeting to order at 7:30 A.M. Mary Aileen explained that Keith Coolidge was traveling with the ACWA Legislative Committee to Washington, D.C.

2. **Review Minutes of February 2, 1999 Executive Committee Meeting.**

Minutes approved as submitted.

3. **Financial Report**

Treasurers Report was received and filed, copy attached.

4. **ISDOC Goals and Objectives for 1999**

After some general discussion regarding the name of the organization (Proactive ISDOC and the importance of the word Independent), Teri Cable recorded the following goals and objectives:

Goal - Be Proactive

Objective - Educate legislators and the public about Independent Special Districts in terms of services provided and value to constituents.

Objective - Increase communication and participation with other associations such as (CASA, ACWA, Fire Authority, Sanitation Districts, League of Cities and COG).

Revive the idea of a Master Calendar with LAFCO.

Objective - Increase communication with membership regarding consolidations, related legislation, LAFCO petitions.

Accomplish via newsletter, reaching out to community service districts, regular updates to WACO.

Objective - Encourage LAFCO to (post-audit) evaluate previous consolidation decisions.

Accomplish through LAFCO Special District Technical Advisory Committee.

A question was raised about the "Mission" of ISDOC. Following is the "purpose" of ISDOC taken from the By-Laws:

"The purpose of this Organization is to propose and advocate constructive means for the improvement and functioning of Special Districts within the County of Orange, State of California, and to assist such Special Districts and their governing bodies to provide a more effective and efficient government at the closest level to the citizens of Orange County that will result in a benefit to the public."

5. **LAFCO Matters**

Bill Goodwin reported that current LAFCO activities included Rossmoor/Los Alamitos Sewer District, Sunset Beach Sanitary District, the Rancho Santa Margarita incorporation concept and a report from Mike Dunbar on the status of the South Coast Consolidation Project.

Arlene Schafer reported on the formation of the LAFCO Legislative Committee where she will serve as an alternate.

6. **CSDA Report**

Russell Paris commented briefly on two handouts - CSDA's 1999 Planning Document and the CSDA Legislative update (copies attached).

7. **Legislative Report**

No Report

8. **Other Concerns/Comments**

Phil Anthony reminded the Committee members of the ACWA Legislative Days scheduled for March 16 and 17 and the ACWA Region 10 Meeting on March 19th. The Region 10 meeting will be held at Pala Mesa Resort with an exciting program planned.

Phil also reported that COG has taken over the Regional Housing Program from SCAG.

Mary Aileen reported that Paul Jones was now on board as the new General Manager at IRWD.

9. **Adjourn**

The meeting was adjourned at 8:50 a.m.

Dated March 2, 1999

Respectfully submitted,

By: 

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

ISDOC
INDEPENDENT SPECIAL DISTRICTS OF ORANGE COUNTY
TREASURER'S REPORT

BALANCE ON HAND AS OF FEBRUARY 1, 1999: \$ 4,737.76

RECEIPTS:

Membership Dues Paid:

Orange County Water District	\$50.00
Mesa Consolidated Water District	50.00
Midway City Sanitary District	50.00
Municipal Water District of O.C.	50.00
Placentia Library District	50.00
Sunset Beach Sanitary District	50.00
Silverado-Modjeska Recreation & Park District	50.00
Orange County Vector Control	<u>50.00</u>

TOTAL RECEIPTS FOR PERIOD 2/1 - 3/1/99 \$ 400.00

EXPENSES:

#1184	Dick Church's Restaurant - 1/14/99 ISDOC	
	o Luncheon Catering	\$507.15
#1185	El Toro Water District - ISDOC	
	Directories	<u>824.83</u>

TOTAL EXPENSES FOR PERIOD 2/1 - 3/1/99 \$1,331.98

BALANCE ON HAND AS OF March 1, 1999: \$3,805.78

Respectfully submitted,

Joan C. Finnegan
Joan C. Finnegan
ISDOC Treasurer

CALIFORNIA SPECIAL DISTRICTS ASSOCIATION PLANNING DOCUMENT 1999

COMMUNICATION - *Improve staff and Board members ability to respond to requests.*

Goals:

1. Answer routine requests within two (2) working days by July 1, 1999;
2. If unable to assist, provide an effective referral;
3. Develop resources and materials to assist CSDA members and others.

Action Plan:

1. Develop and identify resources (network of qualified experts);
2. Establish appropriate training for staff and Board;
3. Create resource center (sample policies, resolutions, ordinances, etc.);
4. Attempt to recruit new staff with special district knowledge.

IDENTIFY WEAKNESSES AND HURDLES FOR PROGRESS – *Identify impediments to growth and increased professionalism and services.*

Goals:

1. Identify principles among Board and members for cooperation and consensus building (internal & external);
2. Enhance environment for positive input and change.

Action Plan:

1. Encourage annual input and recommendations for ideas and change (re: policy development, etc.);
2. Develop a Code of Ethics.

INCREASE INTER-ASSOCIATION COMMUNICATION AND COOPERATION – *Establish/improve relationship between CSDA and other special district associations in order to maximize opportunities to work cooperatively with each other to achieve common goals.*

Goals:

1. Establish leadership and services for all special districts and affiliated organizations.

Action Plan:

1. Coordinate responses to the Commission on Governance in the 21st Century on behalf of special districts;
2. Establish semi-annual meetings with the presidents and executive directors of other special district associations to explore common interests and endeavors;
3. Use CSDA activities (Government Affairs Day, etc.) to develop/enhance relationships between associations.

MEMBERSHIP GROWTH/EVALUATE SERVICES OFFERED VS. NEW SERVICES – *Offer programs which attract and retain members.*

Goals:

1. Determine effectiveness of existing programs and possible new services.

Action Plan:

1. Incorporate results of membership satisfaction survey in CSDA programs.
2. To investigate/evaluate current services and remove impediments to operations, retain third-party consultant to identify and propose ways to improve operations, as well as possible new programs and services not adequately provided by other associations;
3. Follow-up by CSDA Board Members on all new member packets mailed out;
4. Person contact by staff, Board and Consultants.

EDUCATION - *To provide core education seminars to special district administrative and governing officials that are high-quality, low-cost and easily accessed.*

Goals:

1. Develop small district outreach;
2. Expand training programs by variety and region;
3. Increase level of expertise of both special districts governing officials and administrative staff;
4. Complete Certification program.

Action Plan:

1. Identify core programs/presenters and funding;
2. Complete Certification Advisory Board (CAB) work and establish Special District Leadership Foundation.

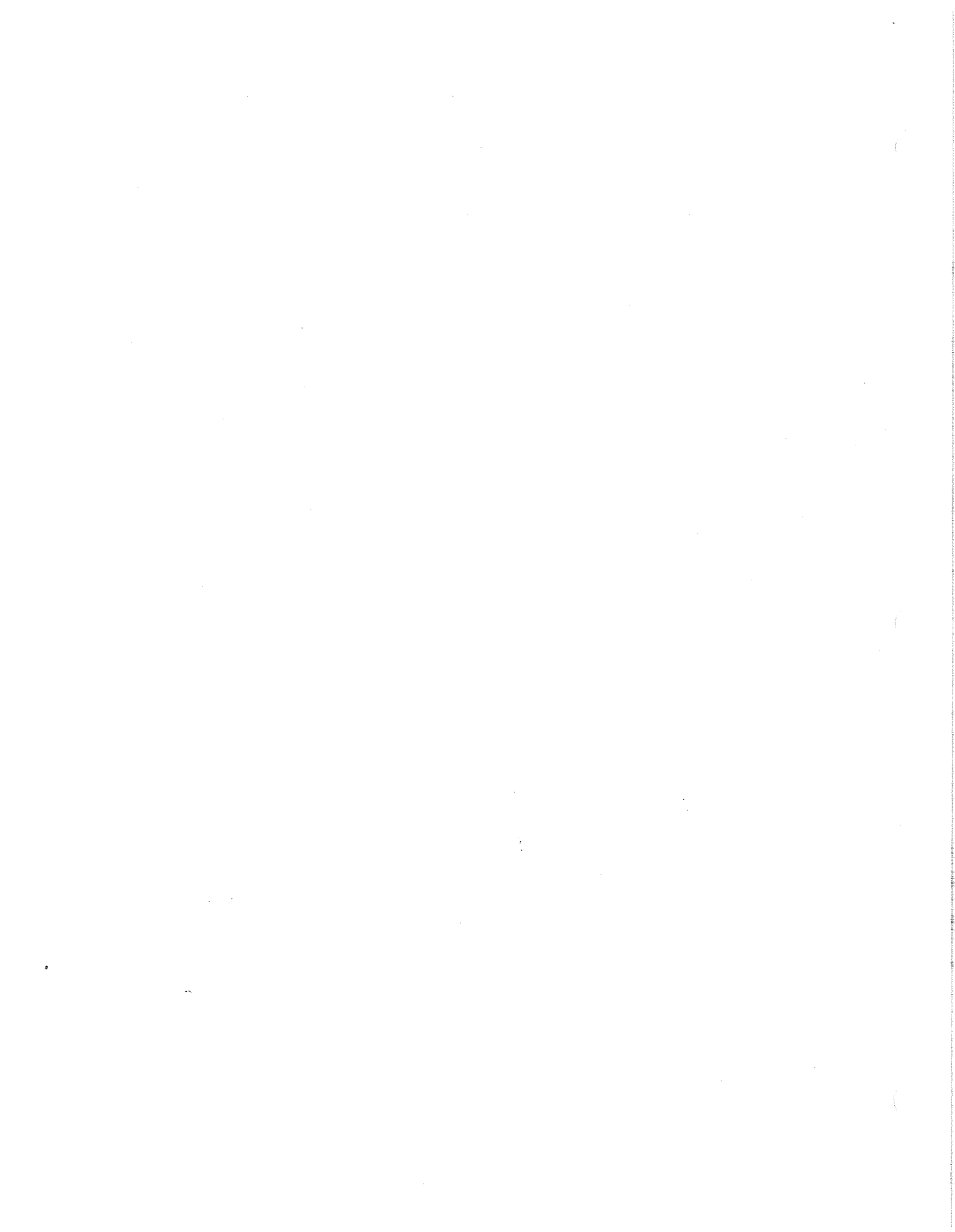
LEGISLATIVE PROGRAM – *Be the leading California advocate on behalf of special districts and increase participation of special districts in the legislative process.*

Goals:

1. Increase response and proactive conduct to legislative process;
2. Increase information dissemination of legislative issues;
3. Involve local chapters in legislative process;
4. Increase legislative fax network.

Action Plan:

1. Compile list of legislative contacts for members;
2. Successful Government Affairs Day in May 1999;
3. Work with local chapters on grassroots lobbying activities;
4. Implement "A Blueprint for an Effective Legislative Program".



PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *edm*
SUBJECT: Status Report on Strategic Plan for Placentia Library District
DATE: April 21, 1999

No activities on the Strategic Plan have taken place in this report period.



CITY OF PLACENTIA INVOICES

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

PERIOD COVERED FY1997-1998	DATE INVOICE	S. CA EDISON	TURF	GROUNDS	MAINT/ REPAIRS	CIV CTR FIRE INS	CIV CTR BONDS	TOTAL
Jul-97	9/3/97	4,771.45	854.45	640.71				6,266.61
Aug-97	10/9/97	4,546.43	818.47	644.94				6,009.84
Sep-97	10/28/97	4,629.79	818.37	764.59				6,212.75
Oct-97	12/8/97	3,517.79	818.37	753.82	430.00			5,519.98
Nov-97	2/5/98	3,139.17	818.37	763.59	171.26			4,892.39
Dec-97	2/5/98	3,020.48	818.37	756.00	286.25			4,881.10
Jan-98	3/3/98	2,802.37	818.37	796.49	107.50			4,524.73
Feb-98	4/29/98	2,883.17	818.37	792.01	195.64			4,689.19
Mar-98	5/4/98	2,860.41	818.37	677.41	342.54			4,698.73
Apr-98	6/10/98	3,179.79	818.37	774.94	283.78			5,056.88
May-98	7/9/98	3,048.03	818.37	767.49	107.50			4,741.39
Jun-98	8/4/98	4,161.55	818.37	763.01	107.50			5,850.43
TOTAL		42,560.43	9,856.62	8,895.00	2,031.97	0.00	0.00	63,344.02
AVG		3,546.70	821.39	741.25	169.33			5,278.67

PERIOD COVERED FY1998-1999	DATE INVOICE	S. CA EDISON	TURF	GROUNDS	MAINT/ REPAIRS	CIV CTR SEISMIC	CIV CTR BONDS	TOTAL
Jul-98	9/10/98	0.00	818.37	763.01	107.50			1,688.88
Aug-98	10/13/98	0.00	818.37	761.44	107.50			1,687.31
Sep-98	10/15 & 11/10	15,065.20	958.00	760.98	107.50			16,891.68
Oct-98	12/9/98	6,164.57	818.37	0.00	129.91			7,112.85
Nov-98	1/6/98	0.00	818.37	1,666.85	0.00			2,485.22
Dec-98	2/4/99	2,884.98	818.37	802.75	107.50			4,613.60
Jan-99	3/8/99	2,921.46	818.37	743.32	107.50	3,357.52		7,948.17
Feb-99	3/31/99	3,032.51	818.37	805.98	107.40		2,364.10	7,128.36
Mar-99								0.00
Apr-99								0.00
May-99								0.00
Jun-99								0.00
TOTAL		30,068.72	6,686.59	6,304.33	774.81	3,357.52	2,364.10	49,556.07
AVG		3,758.59	835.82	788.04	96.85			6,194.51

TOTAL DOLLARS SPENT

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

TOTAL DOLLARS SPENT

FY1997-1998	LABOR	EQUIPMENT	MATERIAL	TOTAL	50% LIBRARY
Jul-97	1,090.00	174.00	17.41	1,281.41	640.71
Aug-97	1,090.00	174.00	25.87	1,289.87	644.94
Sep-97	1,284.22	204.00	40.96	1,529.18	764.59
Oct-97	1,284.22	204.00	19.51	1,507.73	753.87
Nov-97	1,284.22	204.00	38.96	1,527.18	763.59
Dec-97	1,284.22	204.00	23.88	1,512.10	756.05
Jan-98	1,315.54	264.00	13.44	1,592.98	796.49
Feb-98	1,315.54	264.00	4.48	1,584.02	792.01
Mar-98	1,171.84	174.00	8.97	1,354.81	677.41
Apr-98	1,315.54	204.00	30.34	1,549.88	774.94
May-98	1,315.54	204.00	15.43	1,534.97	767.49
Jun-98	1,315.54	204.00	6.48	1,526.02	763.01
TOTAL	15,066.42	2,478.00	245.73	17,790.15	8,895.08
AVG	1,255.54	206.50	20.48	1,482.51	741.26

TOTAL DOLLARS SPENT

FY1998-1999	LABOR	EQUIPMENT	MATERIAL	TOTAL	50% LIBRARY
Jul-98	1,315.54	204.00	6.48	1,526.02	763.01
Aug-98	1,315.54	189.00	18.33	1,522.87	761.44
Sep-98	1,315.54	189.00	17.41	1,521.95	760.98
Oct-98	1,315.54	189.00	19.41	1,523.95	761.98
Nov-98	1,367.26	438.00	4.48	1,809.74	904.87
Dec-98	1,315.54	279.00	10.95	1,605.49	802.75
Jan-99	1,263.22	204.00	19.41	1,486.63	743.32
Feb-99	1,315.54	279.00	17.41	1,611.95	805.98
Mar-99				0.00	0.00
Apr-99				0.00	0.00
May-99				0.00	0.00
Jun-99				0.00	0.00
TOTAL	10,523.72	1,971.00	113.88	12,608.60	6,304.30
AVG	1,315.47	246.38	14.24	1,576.08	788.04

DOLLARS BY TYPE OF WORKER

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

DOLLARS BY TYPE OF WORKER

FY1997-1998	SUPERVISOR	CREWLEAD	SWEEPER	TRIMMER	MAINT WORK	TOTAL
Jul-97	262.08	216.00	51.04	0.00	560.88	1,090.00
Aug-97	262.08	216.00	51.04	0.00	560.88	1,090.00
Sep-97	262.08	270.00	51.04	0.00	701.10	1,284.22
Oct-97	262.08	270.00	51.04	0.00	701.10	1,284.22
Nov-97	262.08	270.00	51.04	0.00	701.10	1,284.22
Dec-97	262.08	270.00	51.04	0.00	701.10	1,284.22
Jan-98	267.92	276.80	52.32	0.00	718.50	1,315.54
Feb-98	267.92	276.80	52.32	0.00	718.50	1,315.54
Mar-98	267.92	276.80	52.32	0.00	574.80	1,171.84
Apr-98	267.92	276.80	52.32	0.00	718.50	1,315.54
May-98	267.92	276.80	52.32	0.00	718.50	1,315.54
Jun-98	267.92	276.80	52.32	0.00	718.50	1,315.54
TOTAL	3,180.00	3,172.80	620.16	0.00	8,093.46	15,066.42
AVG	265.00	264.40	51.68	0.00	674.46	1,255.54

DOLLARS BY TYPE OF WORKER

FY1998-1999	SUPERVISOR	CREWLEAD	SWEEPER	TRIMMER	MAINT WORK	TOTAL
Jul-98	267.92	276.80	52.32	0.00	718.50	1,315.54
Aug-98	267.92	276.80	52.32	0.00	718.50	1,315.54
Sep-98	267.92	276.80	52.32	0.00	718.50	1,315.54
Oct-98	267.92	276.80	52.32	0.00	718.50	1,315.54
Nov-98	267.92	276.80	52.32	51.72	718.50	1,367.26
Dec-98	267.92	276.80	52.32	0.00	718.50	1,315.54
Jan-99	267.92	276.80	0.00	0.00	718.50	1,263.22
Feb-99	267.92	276.80	52.32	0.00	718.50	1,315.54
Mar-99						0.00
Apr-99						0.00
May-99						0.00
Jun-99						0.00
TOTAL	2,143.36	2,214.40	366.24	51.72	5,748.00	10,523.72
AVG	267.92	276.80	45.78	6.47	718.50	1,315.47

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

TIME BY TYPE OF WORKER

FY1997-1998	SUPERVISOR	CREWLEAD	SWEEPER	BLDG MAINT		TOTAL
				TRIMMER	MAINT WORK	
Jul-97	8.00	8.00	2.00	0.00	24.00	42.00
Aug-97	8.00	8.00	2.00	0.00	24.00	42.00
Sep-97	8.00	10.00	2.00	0.00	30.00	50.00
Oct-97	8.00	10.00	2.00	0.00	30.00	50.00
Nov-97	8.00	10.00	2.00	0.00	30.00	50.00
Dec-97	8.00	10.00	2.00	0.00	30.00	50.00
Jan-98	8.00	10.00	2.00	0.00	30.00	50.00
Feb-98	8.00	10.00	2.00	0.00	30.00	50.00
Mar-98	8.00	10.00	2.00	0.00	24.00	44.00
Apr-98	8.00	10.00	2.00	0.00	30.00	50.00
May-98	8.00	10.00	2.00	0.00	30.00	50.00
Jun-98	8.00	10.00	2.00	0.00	30.00	50.00
TOTAL	96.00	116.00	24.00	0.00	342.00	578.00
AVG	8.00	9.67	2.00	0.00	28.50	48.17

TIME BY TYPE OF WORKER

FY1998-1999	SUPERVISOR	CREWLEAD	SWEEPER	BLDG MAINT		TOTAL
				TRIMMER	MAINT WORK	
Jul-98	8.00	10.00	2.00	0.00	30.00	50.00
Aug-98	8.00	10.00	2.00	0.00	30.00	50.00
Sep-98	8.00	10.00	2.00	0.00	30.00	50.00
Oct-98	8.00	10.00	2.00	0.00	30.00	50.00
Nov-98	8.00	10.00	2.00	2.00	30.00	52.00
Dec-98	8.00	10.00	2.00	0.00	30.00	50.00
Jan-99	8.00	10.00	0.00	0.00	30.00	48.00
Feb-99	8.00	10.00	2.00	0.00	30.00	50.00
Mar-99						0.00
Apr-99						0.00
May-99						0.00
Jun-99						0.00
TOTAL	64.00	80.00	14.00	2.00	240.00	400.00
AVG	8.00	10.00	1.75	0.25	30.00	50.00



March 26, 1999

MEMORANDUM

Ralph F. Simoni
Michael D. Belote
Robert G. Walters
Peter C. Kellison

TO: Placentia
Elizabeth Minter

FROM: Mike Belote

RE: Legislative Bill Introduction - California Advocates Web Page -
Legislative Calendar

Enclosed is both a status report and a printed copy of each measure introduced as of the bill introduction deadline of February 26, that affect the interests of Placentia.

All told, over 2900 new measures were introduced for the 1999 legislative session, including over 1700 in the final week alone. In general, Senators tended to introduce almost exactly $\frac{1}{2}$ of two-year allotment of bills, while Assembly members have front-loaded their activities somewhat, introducing an average approximately $\frac{2}{3}$ of the two-year allotments.

California Advocates will once again use our Internet-based bill tracking system to communicate accurate and timely information to Placentia. This password-based system includes a specially created electronic database on each bill and their progress through the legislative process that affect Placentia.

To refresh your memory on how to use this system, the California Advocates Internet address is:

www.caladvocates.com

Once you have entered the California Advocates home page, you must click on "Clients" to find the name of Placentia. This will take you to a password control. The user name and password for Placentia is:

User Name: placentia
Password: 424

The enclosed printed bills are all in your electronic file. These will comprise at least 90 percent of the legislative agenda for the 1999 legislative session that will affect the interest of Placentia. The remaining 10 percent will be communicated directly to you during the course of the legislative session as the amendment process adds bills of interest to Placentia. As bills become amended they are automatically updated in the database.

Over the next couple of weeks, we will be in contact with you to prioritize the bills and delete any items which you do not believe affect you. As you know, we tend to be over-inclusive to avoid the risk of missing relevant issues.

We hope you agree that this electronic database system offers you a number of advantages and assists us in better serving your needs. If you have any comments or suggestions to improve the exchange of information, please do not hesitate to call.

With regards to the **1999 legislative calendar**, the pertinent dates of importance are as follows:

April 23	Last day for policy committees to hear and report bills referred to fiscal committees
May 14	Last day for policy committees to hear and report non-fiscal bills
May 28	Last date for fiscal committees to hear and report bills to floor
June 4	Last date to pass a bill from the house of origin (Assembly Bills from the Assembly or Senate Bills from the Senate)
June 15	Budget bill must be passed
July 16	Last day for policy committees to meet and report second house bills
August 27	Last day for fiscal committees to meet and report second house bills
September 10	Last day for any bill to pass the Legislature. Interim recess begins on adjournment
October 10	Last day for Governor to sign or veto bills passed by the Legislature

I look forward to a productive and mutually rewarding 1999 legislative session representing the interest of Placentia before the California legislature and regulatory agencies. If you have any questions regarding this memo, bill information or processes, as well as information on a specific bill, please do not hesitate to call.

MDB:cs
Enc.



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Bill Folder: placentia

16 bills in folder.

AB 24 , Maddox: ASM LOCAL GOVERNMENT ([Status](#) | [History](#) | Version 12/07/1998: [HTML](#) | [PDF](#))

Topic: Local fiscal relief: property tax revenue allocation.

Last Action: Referred to Com. on L. GOV. (02/01/1999)

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

This bill would, except as otherwise provided with respect to amounts attributable to community colleges, prohibit a county auditor, for the 1999-2000 fiscal year and each fiscal year thereafter, from allocating to that county's ERAF a total amount of ad valorem property tax revenue greater than the amount allocated from that fund to school districts and the county office of education for the 1998-99 fiscal year.

AB 185 , Hertzberg and Runner: ASM LOCAL GOVERNMENT ([Status](#) | [History](#) | Version 04/07/1999: [HTML](#) | [PDF](#))

Topic: Governmental agency performance reports.

Last Action: From committee chair, with author's amendments: Amend, and re-refer to Com. on L. GOV. Read second time and amended. (04/07/1999)

Lobbyist: MDB

Digest Summary:Under existing law, the Legislative Analyst, operating under the authority of the Joint Legislative Budget Committee, provides to the Legislature fiscal analyses of the annual State Budget and other subjects.

This bill would create the California Local Government Report Card Advisory Board consisting of 15 appointed members with certain qualifications.

AB 188 , Hertzberg: ASM APPROPRIATIONS ([Status](#) | [History](#) | Version 01/21/1999: [HTML](#) | [PDF](#))

Topic: Local government reorganization.

Last Action: From committee: Do pass, and re-refer to Com. on APPR. Re-referred. (Ayes 5. Noes 1.) (March 24). (03/25/1999)

Lobbyist: MDB

Digest Summary:Existing law establishes the Commission on Local Governance for the 21st Century, consisting of 15 members appointed by the Governor, the Assembly Committee on Rules, and the Senate Committee on Rules, as specified.

This bill would include on the commission 6 nonvoting ex officio members consisting of the chairs and vice chairs of the Senate and Assembly Local Government Committees and 2 persons appointed by the Governor, as specified.

AB 284 , **Strom**: ASM APPROPRIATIONS ([Status](#) | [History](#) | Version 02/04/1999: [HTML](#) | [PDF](#))

Topic: Property tax revenue shifts: teeter county relief.

Last Action: From committee: Do pass, and re-refer to Com. on APPR. with recommendation: To Consent Calendar. Re-referred. (Ayes 6. Noes 0.) (March 24). (03/25/1999)

Lobbyist: MDB

Digest Summary:Existing property tax law requires the county auditor, in each fiscal year, to allocate property tax revenue 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 this reduction and transfer offset by including a county's Educational Revenue Augmentation Fund within the definition of an educational entity.

AB 304 , **Wildman**: ASM LOCAL GOVERNMENT ([Status](#) | [History](#) | Version 02/08/1999: [HTML](#) | [PDF](#))

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

Last Action: Referred to Com. on L. GOV. (02/19/1999)

Lobbyist: MDB

Digest Summary:Existing property tax law requires the county auditor, in each fiscal year, to allocate property tax revenue 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, commencing with the 1999-2000 fiscal year, by requiring that each reduction and transfer amount calculated for a local agency in a county be annually reduced in accordance with an unspecified schedule, and that the revenues not allocated to the county's Educational Revenue Augmentation Fund as a result of these reductions be instead allocated among the local agencies in the county, as provided.

AB 349 , **Torlakson**: ASM ([Status](#) | [History](#) | Version 04/08/1999: [HTML](#) | [PDF](#))

Topic: Property tax revenue allocations: Teeter Plan counties: revenue shift reduction.

Last Action: Read second time and amended. (04/08/1999)

Lobbyist: MDB

Digest Summary:Existing property tax law requires the county auditor, in each fiscal year, to allocate property tax revenue 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 instead define a "qualified county" as any county that has implemented this specified alternative distribution method, and would, with respect to counties that first implemented this alternative distribution method prior to the 1993-94 fiscal year, define the "designated fiscal year" as the 1999-2000 fiscal year.

AB 550 , **Torlakson**: ASM LOCAL GOVERNMENT ([Status](#) | [History](#) | Version 04/08/1999: [HTML](#) | [PDF](#))

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

Last Action: From committee chair, with author's amendments: Amend, and re-refer to Com. on L. GOV.

1. The first part of the document discusses the importance of maintaining accurate records of all transactions and activities. It emphasizes that this is crucial for ensuring transparency and accountability in the organization's operations.

2. The second part of the document outlines the various methods and tools used to collect and analyze data. It highlights the need for consistent data collection procedures and the use of advanced analytical techniques to derive meaningful insights from the data.

3. The third part of the document focuses on the role of technology in data management and analysis. It discusses how modern software solutions can streamline data collection, storage, and processing, thereby improving efficiency and accuracy.

4. The fourth part of the document addresses the challenges associated with data management, such as data quality, security, and privacy. It provides strategies to mitigate these risks and ensure that the data remains reliable and secure throughout its lifecycle.

5. The fifth part of the document discusses the importance of data governance and the establishment of clear policies and procedures. It stresses that effective data governance is essential for maximizing the value of the organization's data assets.

6. The sixth part of the document explores the role of data in decision-making and strategic planning. It illustrates how data-driven insights can inform key business decisions and help the organization stay competitive in a rapidly changing market.

7. The seventh part of the document discusses the importance of data literacy and training for all employees. It emphasizes that having a data-driven culture is essential for the organization to fully leverage its data and achieve its strategic goals.

8. The eighth part of the document provides a summary of the key findings and recommendations. It reiterates the importance of a comprehensive data management strategy and the need for ongoing monitoring and improvement.

9. The final part of the document concludes with a call to action, urging the organization to take immediate steps to implement the recommended data management practices and to foster a data-driven culture.

Read second time and amended. (04/08/1999)

Lobbyist: MDB

Digest Summary: Existing property tax law requires the county auditor, in each fiscal year, to allocate property tax revenue 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, pursuant to legislative findings and declarations, modify these reduction and transfer requirements by reducing each reduction and transfer amount by an unspecified percentage for the 1999-2000 fiscal year and each fiscal year thereafter.

AB 1194 , **Leonard:** ASM LOCAL GOVERNMENT ([Status](#) | [History](#) | Version 02/26/1999: [HTML](#) | [PDF](#))

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

Last Action: Referred to Com. on L. GOV. (03/15/1999)

Lobbyist: MDB

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

This bill would modify these reduction and transfer requirements, by requiring, commencing with the 1999-2000 fiscal year, that each reduction and transfer amount calculated for a local agency in a county be annually reduced in accordance with a specified schedule, and that the revenues not allocated to the county's Educational Revenue Augmentation Fund as a result of these reductions be instead allocated among the local agencies in the county, as provided.

AB 1195 , **Longville and Senator Rainey:** ASM LOCAL GOVERNMENT ([Status](#) | [History](#) | Version 02/26/1999: [HTML](#) | [PDF](#))

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

Last Action: Referred to Com. on L. GOV. (Corrected March 12.) (03/15/1999)

Lobbyist: MDB

Digest Summary: Existing property tax law requires the county auditor, in each fiscal year, to allocate property tax revenue 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, commencing with the 1999-2000 fiscal year, by requiring that each reduction and transfer amount calculated for a local agency in a county be limited to that agency's reduction and transfer amount for the 1998-99 fiscal year, as annually reduced in accordance with an unspecified schedule.

AB 1347 , **Runner:** ASM REVENUE AND TAXATION ([Status](#) | [History](#) | Version 02/26/1999: [HTML](#) | [PDF](#))

Topic: Property tax administration reimbursement: cities and special districts.

Last Action: Referred to Com. on REV. & TAX. (03/18/1999)

Lobbyist: MDB

Digest Summary: Existing property tax law provides, pursuant to specified formula, for a county auditor's

1. The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that proper record-keeping is essential for the integrity of the financial system and for the ability to detect and prevent fraud. The text also mentions the need for regular audits and the role of independent auditors in ensuring the reliability of financial statements.

2. The second part of the document focuses on the role of the accounting profession. It highlights the need for accountants to adhere to high standards of ethical conduct and to maintain their professional competence through continuous education. The text also discusses the importance of transparency and the need for accountants to provide clear and concise information to their clients and the public.

3. The third part of the document addresses the challenges faced by the financial system in the current global environment. It discusses the impact of technological advancements, such as digital currencies and blockchain, on traditional financial practices. The text also mentions the need for international cooperation and the establishment of common standards to ensure the stability and security of the global financial system.

4. The final part of the document provides a summary of the key points discussed and offers recommendations for future action. It emphasizes the need for continued collaboration between governments, the private sector, and international organizations to address the challenges facing the financial system and to ensure its long-term sustainability and growth.

determination of those property tax administrative cost shares that are attributable to the other jurisdictions in the county, and further provides in each fiscal year for a county's recovery of those attributable shares from all other jurisdictions in the county, except for school entities and a county's Educational Revenue Augmentation Fund.

This bill would, for the 1999-2000 fiscal year, require a county to reduce a city or special district's attributable share of property tax administrative costs by the amount of any of those costs, previously recovered by the county from that city or special district, that (a) arose in connection with the State-County Property Tax Administration Program, and (b) are not required to be repaid by the county as a result of forgiveness by the state.

AB 1402 , **Mazzoni**: ASM LOCAL GOVERNMENT ([Status](#) | [History](#) | Version 02/26/1999: [HTML](#) | [PDF](#))

Topic: Property tax revenue shifts: excess shift revenues.

Last Action: Referred to Com. on L. GOV. (03/18/1999)

Lobbyist: MDB

Digest Summary:Existing property tax law requires the county auditor, in each fiscal year, to allocate property tax revenue 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, for the 1999-2000 fiscal year and each fiscal year thereafter, that if, after making these prescribed allocations, a county auditor determines that there are still additional funds to be allocated, that those funds be allocated to the county, cities, and special districts in proportion to the amounts of ad valorem property tax revenue otherwise required to be shifted from those local agencies to the county's Educational Revenue Augmentation Fund for the relevant fiscal year.

ACA 11 , **Briggs**: ASM LOCAL GOVERNMENT ([Status](#) | [History](#) | Version 02/24/1999: [HTML](#) | [PDF](#))

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

Last Action: Referred to Com. on L. GOV. (03/15/1999)

Lobbyist: MDB

Digest Summary:Existing provisions of the California Constitution require that the revenues derived from the general ad valorem property tax be allocated to local jurisdictions in each county in accordance with law.

This measure would modify these reduction and transfer requirements, for the 2000-01 fiscal year and each fiscal year thereafter, by prohibiting the total amount allocated to a county's Educational Revenue Augmentation Fund pursuant to those requirements from exceeding the total amount allocated to that fund for the 1998-99 fiscal year.

SB 3 , **Rainey**: SEN ([Status](#) | [History](#) | Version 04/06/1999: [HTML](#) | [PDF](#))

Topic: California Library Construction and Renovation Bond Act.

Last Action: Read second time. Amended. Re-referred to Com. on APPR. (04/06/1999)

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

This bill would enact the California Library Construction and Renovation Bond Act of 2000, which would authorize the issuance pursuant to the State General Bond Law of bonds in the amount of \$1,000,000,000 for the purpose of financing a library construction and renovation program administered by the State Librarian.

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SB 215 , Dunn: SEN APPROPRIATIONS ([Status](#) | [History](#) | Version 01/21/1999: [HTML](#) | [PDF](#))**Topic:** Property tax revenue allocations: property tax revenue shifts: single-county transit districts.**Last Action:** Set for hearing April 12. (03/25/1999)**Lobbyist:** MDB**Digest Summary:** Existing law requires the county auditor, in each fiscal year, to allocate property tax revenues to local jurisdictions in accordance with specified formulas and procedures, and generally requires that each jurisdiction be allocated an amount equal to the total of the amount of revenue allocated to that jurisdiction in the prior fiscal year, subject to certain modifications, and that jurisdiction's portion of the annual tax increment, as defined.

This bill would, as provided, for the 1999-2000 fiscal year and each fiscal year thereafter, exclude single-county transit districts from these reduction and transfer provisions.

SB 238 , Baca: SEN JUDICIARY ([Status](#) | [History](#) | Version 03/09/1999: [HTML](#) | [PDF](#))**Topic:** Public libraries: Internet: pornography.**Last Action:** From committee with author's amendments. Read second time. Amended. Re-referred to committee. (03/09/1999)**Lobbyist:** MDB**Digest Summary:**(1) Existing law defines "public library" as a library, or 2 or more libraries, operated as a single entity by one or more public jurisdictions and which serve the public without distinction.

This bill would require a public library that provides public access to the Internet to purchase, install, and maintain computer software for use on all computers available for use by children under 18 years of age , or in the case of a library that has only one computer available for use by both adults and children under 18 years of age , for use on that computer that prohibits access to obscene matter, as defined, on the Internet.

SCA 6 , Rainey: SEN LOCAL GOVERNMENT ([Status](#) | [History](#) | Version 02/26/1999: [HTML](#) | [PDF](#))**Topic:** Local government finance: authority and accountability.**Last Action:** To Coms. on L.GOV. and C.A. (03/18/1999)**Lobbyist:** MDB**Digest Summary:**(1) The California Constitution requires that revenues derived from taxes imposed pursuant to the Vehicle License Fee Law or its successor be allocated to counties and cities in the manner provided by statute.

This measure would modify this allocation requirement to instead require that these revenues be allocated to counties and cities in the manner prescribed by a specified statute as that statute read on January 1, 1998.

This measure would, as provided, also require the state to reimburse cities and counties for any reductions in vehicle license fee revenue allocations resulting from an amendment or repeal of the Vehicle License Fee Law, as that law existed on January 1, 1998. (2) The California Constitution prohibits the Legislature from imposing a tax for a local purpose but authorizes the Legislature to allow local governments to impose taxes.

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CSDA LEGISLATIVE UPDATE

February 17, 1999

Senate Budget Committee Hearings: What's Next?

On February 8, 1999, the Senate Budget and Fiscal Review Committee conducted its sixth and final forum on local government finance in Merced. As with the previous forums, special districts were represented along with participants from cities and counties.

At the outset of the first forum in Los Angeles, Senate Budget and Fiscal Review Committee Chairman Steve Peace announced that the series of forums were intended to gather information relative to all aspects of local government finance. Senator Peace also indicated that the Committee was most interested in hearing from local officials regarding the current state of local government finance versus solutions, which he stated would be considered by the Committee following the conclusion of the six forums.

While the witnesses at each forum discussed a variety of local government finance issues, a number of themes surfaced, which are presented below.

Sales Tax Revenues/Planning Decisions

A growing number of legislators have become openly critical of development decisions by counties and cities. Due to the loss of property tax revenues, cities and counties have relied more and more on sales tax-generating developments, such as automobile malls. Numerous city and county witnesses suggested that the Committee reverse this trend by shifting property tax revenues back to cities and counties for a like amount of sales tax that would be shifted back to the State.

Property Tax Revenues for Property-Related Services

A second issue that was discussed at some length during the forums was the issue of designing a local government structure that would direct property tax revenues to property-related services. This is certainly not a new idea, but the focus was centered around the concept of designating property-related services and returning ERAF revenues to local governments to ensure they have adequate property tax revenues to provide these services.

Other Related Issues

Since the Committee's stated goal was to gather factual information regarding the current state of local government finance from the viewpoint of local officials, numerous other fiscal issues were raised at each forum.



CSDA Legislative Update – Page 2

ERAF, and the resulting loss of property tax revenues, was cited by virtually every witness at each forum. This discussion prompted the Committee to discuss the relationship of other "assistance" funding programs the Legislature has passed since the property tax shifts, which benefit primarily cities and counties.

Included in these "assistance" programs are Proposition 172 (sales tax for public safety) and the COPS program, which is a \$100 million State allocation for local law enforcement programs. This discussion related to a recent report issued by the State's Legislative Analyst, wherein she suggested that some local governments are actually net "winners" since the property tax shifts, due to revenues received from Proposition 172 and COPS.

What's Next

At the conclusion of the final forum in Merced, Chairman Peace announced that the Committee and its staff would review the information gathered during the hearings and determine what, if anything, can be accomplished this year. Conventional thinking is that any local government finance reform legislation considered this year will not reach final form until after the Department of Finance issues this year's May Revision.

With respect to the Legislative Analyst's report cited above, a more recent report by the Analyst concludes that the Governor's proposed 1999-2000 State Budget, that estimates a fiscal year deficit of \$2.3 billion, is overstated. The Analyst is now predicting the State should end this fiscal year with approximately \$1.3 billion in new revenues.

The Analyst's new revenue forecast may enable the Legislature to begin to address local government finance this year. While we cannot speculate the degree or form of any proposal that may be considered this year, there is growing support within the Legislature to cap the ERAF and allow local governments to retain the ERAF-growth that currently goes to schools. Current estimates place the cost of capping ERAF at somewhat less than \$200 million.

CSDA will continue to monitor the activities of the Senate Budget and Fiscal Review Committee and will advise our member districts of any new developments.

California Special Districts Association
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YORBA LINDA PUBLIC LIBRARY

18181 Imperial Hwy., Yorba Linda, California 92886 - 714-777-2466

TO: MCLS, SLS, INLAND, SERRA, and
SOUTH STATE Directors

FROM: CarolAnn Tassios, Member
CLA Legislative Committee

SUBJECT: March 12, 1999 CLA Legislative Committee
Meeting, Highlights and Synopsis of Bills

DATE: March 26, 1999

NOTE: TO EXECUTIVE DIRECTORS - PLEASE SEND TO YOUR MEMBER LIBRARIES

COMMITTEE MEMBER TERMS

A request was made and granted to make terms for Legislative Committee members coincide with the State's two-year budget cycle. This means four years on the committee instead of three. Adjustments will be made to existing terms and approved by CLA Executive Committee.

LIBRARY OF CALIFORNIA UPDATE - ANN MARIE GOLD

The Library of California Board took action to support increased funding. Up to \$1 million approved for databases. At this time the \$5 million request is to make the funding whole, i.e., the original \$10 million that was asked for. April 12 & 13 will be a meeting for the eight regional planning groups for grant applications.

CONSTRUCTION/RENOVATION BOND TASK FORCE REPORT - SUSAN HILDRETH

There are still concerns being expressed about some of the unpopular results of Proposition 85, so different ideas were explored by task force. Senator Rainey's office is not in favor of any changes to the existing bill. Perhaps the concept of setting money aside for planning could be pursued or at least make the application process easier. Uncertain. **NEED LETTERS!** Need to keep the dollars as high as we can and get support from Republicans - ask them to sign on the bill.

INTELLECTUAL FREEDOM UPDATE - SUSAN FULLER

Work is being done to set up a website to report censorship incidents, provide discussions, etc. Susan provided material for the McCain hearing regarding federal legislation for filter but was unable to personally testify. A local hearing on Internet Safety for children was held to try and fashion a statewide policy. Many police officers were present and it was difficult to speak up on behalf of libraries' concerns.

597 - Children's Internet Protection Act

Sen. John McCain (R-AZ) and Sen. Ernest Hollings (D-SC) have introduced a bill to require filtering and blocking software to be used in any school or public library which receives E-Rate discounts. A Senate hearing was held on March 4, 1999; it was chaired by Sen. McCain. Senator Conrad Burns (R-MT) announced that he would also be a co-sponsor and would not offer a different policy option as he did last year. Schools would be required to load software on all workstations; public libraries would be required to load it on at least one workstation. Similar legislation has been introduced in the House.

It is the opinion of ALA that this effort will move quickly, and that librarians and library advocates should contact Senators immediately.

BILLS

AB 24 -- LOCAL FISCAL RELIEF: PROPERTY TAX REVENUE ALLOCATION

Maddox, Bates, and Runner

This bill would prohibit a county auditor, for the 1999-2000 fiscal year and each fiscal year thereafter, from allocating to that county's ERAF a total amount of ad valorem property tax revenue greater than the amount allocated from that fund to school districts and the county office of education for the 1998-99 fiscal year.

- SUPPORT IN CONCEPT -

AB 185 -- GOVERNMENTAL AGENCY PERFORMANCE REPORTS

Hertzberg and Runner

This bill would create the California Local Government Report Card Advisory Board consisting of 15 appointed members with certain qualifications. The bill would require the Legislative Analyst, in consultation with the advisory board, to select at least 3 locally administered programs from designated categories for performance measurement. Municipal programs, including, but not limited to, libraries, streets and roads, water, sewer, and flood protection service.

- WATCH CLOSE -

AB 187 -- GRANT INFORMATION ACT OF 1999

Hertzberg

This bill would establish the Grant Information Act of 1999 to require state agencies to make available on their Internet websites, on or before July 1, 2000, or within 6 months of the establishment of such a site, whichever is later, a listing of all grants administered by that agency...that many public libraries provide Internet access.

- WATCH CLOSE -

AB 304 -- PROPERTY TAX REVENUE ALLOCATION: LOCAL AGENCY RELIEF

Wildman

Commencing with the 1999-2000 fiscal year, would require that each reduction and transfer amount calculated for a local agency in a county be annually reduced in accordance with an unspecified schedule, and that the revenues not allocated to the county's Educational Revenue Augmentation fund as a result of these reductions be instead allocated among the local agencies in the country, as provided.

- SUPPORT -

AB 424 -- LIBRARIES: JOINT USE

Wildman

This bill would enact the School and Library Partnership Act of 1999, under which the State Department of Education in conjunction with the California State Library and subject to an appropriation therefor, would award grants to school districts and local government entities for the planning and operation of joint-use libraries.

Committee Comments: Reflects amendments suggested last year. Needs clarification public libraries.

- SUPPORT IN CONCEPT -

AB 494 - PROPERTY TAX REVENUE ALLOCATION: COUNTY OF SAN DIEGO: COUNTY FREE LIBRARY

Davis
This bill would require the Auditor for the County of San Diego, in each of the 1999-2000, 2000-01, and 2001-02 fiscal years, to reduce the total amount of ad valorem property tax deemed allocated in the prior fiscal year to the county by an amount, specific in or determined in accordance with the authorizing resolution or ordinance, and to increase by a commensurate amount the total amount of ad valorem property tax revenue deemed allocated in the prior fiscal year to the county free library.

Committee Comments: Supervisors would like to permanently double their property tax.

- SUPPORT -

AB 1077 - SALES AND USE TAXES: EXEMPTIONS: NEWSPAPER S AND PERIODICALS

Cardoza and Villaraigosa
The Sales and Use Tax Law provided, until July 15, 1991, for an exemption for any newspaper or periodical regularly issued at specified intervals...this bill would reinstate those exemptions. No appropriation is made and the state shall not reimburse local agencies for sales and use tax revenues lost by them pursuant to this bill.

Committee Comments: Concept of no reimbursement won't fly.

- OPPOSE UNLESS AMENDED -

AB 1195 - LOCAL GOVERNMENT FINANCE: PROPERTY TAX REVENUE ALLOCATION: LOCAL AGENCY RELIEF

Longville and Sen. Rainey
Another bill for return of local property taxes.

- SUPPORT -

AB 1289 - SCHOOL LIBRARIES: CALIFORNIA SCHOOL LIBRARY MEDIA TEACHER EXPANSION PROGRAM

Davis
This bill would establish the California School Library Media Teacher Expansion Program, administered by the State Department of Education, to serve as an incentive program to encourage school districts to hire professional library personnel in every public school.

Committee Comments: This is the second part to the bill passed last year that provided \$158 million to school libraries for purchase of materials.

- SUPPORT -

ASSEMBLY CONSTITUTIONAL AMENDMENT 11 - PROPERTY TAX REVENUE ALLOCATION: LOCAL AGENCY RELIEF

Briggs

This measure would modify the reduction and transfer requirements, for the 2000-01 fiscal year and each fiscal year thereafter, by prohibiting the total amount allocated to a county's Educational Revenue Augmentation Fund pursuant to those requirements from exceeding the total amount allocated to that fund for the 1998-99 fiscal year.

- WATCH CLOSE -

SB3 - CALIFORNIA LIBRARY CONSTRUCTION AND RENOVATION BOND ACT

Rainey, Burton, and Alpert

This bill would enact the California Library Construction and Renovation Bond Act of 2000, which would authorize the issuance pursuant to the State General Bond Law of bonds in the amount of \$1 billion. Statewide general election on November 7, 2000.

- SUPPORT -

SB 48 - PUBLIC RECORDS: DISCLOSURE

Sher and Speier

This bill would require that the determination by a state or local agency whether the public record is disclosable be in writing and would provide that any person who is notified of a denial of a request for public records may appeal to the Attorney General pursuant to specified procedures within 15 days of the date of denial.

Committee Comments: need more information. Assessed fines can add up quickly while an opinion is being verified.

- WATCH CLOSE -

SB 165 - PROPERTY TAX REVENUE ALLOCATION: LOCAL AGENCY RELIEF

Rainey

This bill would modify the reduction and transfer requirements, commencing with the 1999-2000 fiscal year, by requiring that each reduction and transfer amount calculated for a local agency in a county be annually reduced in accordance with an unspecified schedule, and that the revenues not allocated to the county's Educational Revenue Augmentation Fund as a result of these reductions be instead allocated among the local agencies in the county, as provided.

- SUPPORT -

SB 238 AS AMENDED, BACA. PUBLIC LIBRARIES: INTERNET: PORNOGRAPHY

Baca

In the case of a library that has only one computer - available to both adults and children, this software must be installed on that one computer and shall have the option to be switched off by a library attendant to allow an adult, 18 and over, full access to the Internet.

In addition to the filtering software that the library chooses to install, a disclaimer must be provided to the computer user that the library, nor the library staff, has no control over the content of material

on the Internet and disclaims any responsibility for the content of material accessed. The disclaimer shall also note that the filtering software is not intended to replace adult supervision, but rather be a safeguard, or back-up measure, when adults are not present.

As an added protection, a library may choose to strategically place the computers that children have access to in a very public manner or within eye's view of library staff. They may also choose to have users place their ID card on top of the terminal when seated at the terminal - similar to University Computer Labs.

Committee Comments: Mike Dillon has spoken with the staff of Baca's office to explain how this bill affects libraries and why libraries will not support it. Staff thought the amended version would be acceptable, but committee feels it actually makes it worse. A real education process for the senator's staff!

- OPPOSE -

SB 256 - SALES AND USE TAXES: EXEMPTIONS: NEWSPAPERS

Johannessen

This bill would, beginning July 1, 2000, reinstate the photograph exemption and provide an exemption for any daily newspaper sold by single copy or subscription. The state shall not reimburse local agencies for sales and use tax revenues lost by them pursuant to this bill.

Committee took a **SUPPORT** position; however, AB 1077 is a similar bill and the committee took an oppose position. SB 256 will be re-examined at the May meeting.

SB 571 - FAMILIES FOR LITERACY PROGRAM

Alarcon

This bill would require that, as a principal component, the program provide training or assistance for parents who have no or minimal reading skills to enable them to learn to read so that they will be able to help their children learn to read.

Committee Comments: This is a spot bill, as the language does not change the existing law. The author wants to concentrate efforts on parent involvement, focus on disadvantaged kids, want to go into juvenile court. Model is San Quentin prison where they are teaching parents to read and then read to their kids.

- WATCH -

SB 639 - GAMBLING: CHARITABLE RAFFLES

McPherson

A raffle conducted by a bonafide charitable organization, as defined, for the purpose of directly supporting specified beneficial or charitable works, or financially supporting an organization which perform such works, is not a prohibited lottery if all of the funds or other consideration raised as a result of the raffle is used solely for that purpose. Beneficial or charitable works include funds raised to benefit or provide support for: libraries, museums, and parks.

- SUPPORT -

SB 921 – COMMUNITY COLLEGES: FACULTY, COUNSELOR, AND LIBRARIAN EMPLOYMENT FUND

Vasconcellos

This bill would create the Faculty, Counselor, and Librarian Employment Fund within the State Treasury. The bill would provide that moneys in the fund shall be expended to create a net increase in full-time faculty, counselor, and librarian positions in the California Community Colleges.

Committee Comments: This is a re-introduction of last year's bill.

- SUPPORT -

SB 927 – CALIFORNIA NEWSPAPER PROJECT

McPherson

This bill would appropriate \$1,200,000 from the General Fund to the Regents of the University of California for allocation, as specified, for the purposes of the California Newspaper Project of the Center for Bibliographical Studies at the University of California, Riverside, for the 2000-01 fiscal year to the 2003-04 fiscal year, inclusive.

Committee Comments: A spot bill to span 4 years; match with federal money.

- SUPPORT IN CONCEPT -

SB 982 – PROPERTY TAX REVENUE ALLOCATIONS: COUNTY OF PLACER

Leslie

This bill would deem to be correct those property tax apportionment factors that were applied in allocating ad valorem property tax revenues to the County Free Library of the County of Placer for the 1992-93 fiscal year. This bill would, however, for the 1999-2000 fiscal year and each fiscal year thereafter, require ad valorem property tax revenues to be allocated to that library on the basis of property tax apportionment factors for prior fiscal years that have been corrected or adjusted as would be required if those apportionment factors had not been deemed correct by this bill.

This bill would state the intent of the Legislature not to validate in the future any other mistakes in the County of Placer in the allocation of property tax revenues, except under specified circumstances.

- WATCH CLOSE -

SB 992 – EDUCATION TECHNOLOGY: COMPUTERS

Knight

Requires filters on all computers at public elementary and secondary schools.

Committee Comments: Ultra conservative – not sure it will go far.

- OPPOSE -

SENATE CONSTITUTIONAL AMENDMENT – CAPITAL FINANCING

McPherson

This measure, commencing July 1, 2001, would require that certain sales and use tax revenues that are attributable to a rate of 1/4 of 1% be deposited in the State Infrastructure Fund. The measure would provide that revenues in the fund may be appropriated only for capital improvements that are included in a capital expenditure plan prepared by the Governor and submitted to the Legislature in conjunction with the budget.

- WATCH -

California Library , 06:32 PM 4/1/99 +, LOBBYIST UPDATE FOR LIBRARY SY

Date: Thu, 1 Apr 1999 18:32:10 GMT
 X-Sender: info.cla-net@mail2.quiknet.com
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 To: John Adams <jadams@oclib.co.orange.ca.us>,
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 Winona Allard <wallard@pen.ci.santa-monica.ca.us>,
 Jeanne Amos <jamos@innercite.com>,
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 Anne Campbell <acamp@sdcoe.k12.ca.us>,
 Gary Christmas <gchristm@co.riverside.ca.us>,
 Bea Chute <mclshq@mclsys.org>,
 Ann Cousineau <acousine@snap.lib.ca.us>,
 Marilyn Crouch <mcroucli@sdcl.org>
 From: California Library Association <info@cla-net.org>
 Subject: LOBBYIST UPDATE FOR LIBRARY SYSTEMS AND LEG NETWORK CONTACTS

April 1, 1999

TO: LIBRARY SYSTEMS AND LEG NETWORK CONTACTS

FROM: Mike Dillon, Lobbyist
Christina Dillon, Lobbyist

RE: NEWS FROM THE CAPITOL

I. LIBRARY BOND BILL PASSES FIRST COMMITTEE

Last week the Senate Education Committee passed SB 3 by Senators Richard Rainey, John Burton, and Dede Alpert on a vote of 13-1. (Senator Ray Haynes was the only "no" vote.) SB 3 would enact the California Library Construction and Renovation Bond Act of 2000, and would provide \$1 billion to help local governments retrofit and renovate existing library structures and build new facilities. Under the proposed bond measure, cities, counties, and districts can apply for grants through the State Librarian and funds will be allocated based upon comprehensive criteria including need and ability to successfully complete a project.

Senator Rainey acknowledged that "our badly deteriorating public libraries throughout the state are in desperate need of financial help," and added that "local governments would like to make the necessary changes to address these inadequacies." Testifying in support of the measure were CLA Lobbyist Mike Dillon, CLA Legislative Committee Chair Ann Cousineau, and CLA Immediate Past President Anne Marie Gold. Senator Bruce McPherson, a co-author on SB 3 said that he found the library bond bill to be a complimentary extension of the Governor's

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California Library , 06:32 PM 4/1/99 +, LOBBYIST UPDATE FOR LIBRARY SY

Special Session on Education. Further, he added that the \$1 billion price tag for the bond "is not going to bust the bank in California. It will not even put another 10th of a percent on our bonded indebtedness." Senator Wes Chesbro, a newly elected member from the Arcata area, called SB 3 a "critical component in our infrastructure", and asked to be added as a co-author

The bill will now travel to the Senate Appropriations Committee, where it has not yet been scheduled for hearing. Please take a moment today to begin writing each member of the Senate Appropriations Committee and urge their strong support of SB 3-Rainey/Burton/Alpert. Due to the intense competition of approximately 20 other bond measures currently circulating, the Senate Appropriations Committee will need to receive hundreds of letters from the library community and community leaders in order to elevate the importance of our measure. The Senate Appropriations Committee members are:

SENATE APPROPRIATIONS

Senator Pat Johnston (Chair)	Senator Betty Karmette
Senator Tim Leslie (Vice Chair)	Senator David Kelley
Senator Dede Alpert	Senator Bruce McPherson
Senator Debra Bowen	Senator Richard Mountjoy
Senator John Burton	Senator Don Perata
Senator Martha Escutia	Senator John Vasconcellos
Senator Ross Johnson	

II. SENATOR RAINEY INTRODUCES "CALIFORNIA LIBRARY WEEK" BILL

Late last week, Senator Rainey introduced a Senate Concurrent Resolution - SCR 30, which would declare the week of April 11 through April 17 of 1999, California Library Week. According to Senator Rainey's Chief of Staff, he introduced the measure to call attention to the need for libraries, which, Senator Rainey says, "increases each year, as we choose to continue the present course of action which is best defined as benign neglect." The SCR highlights the tremendous resource that libraries are in our communities and calls upon the involvement of citizens. The resolution reads, in part, "Resolved, That all Californians are urged to join in the celebration of California Library Week by encouraging all adults to take a child to a library this week and help them to connect to a wonderful world of learning, adventure, and imagination."

In the next several weeks, Senator Rainey will be actively engaged in a promotional campaign to discuss the library bond measure, and will be visiting libraries in his district and others, to encourage their outreach and support. We will keep you updated as to the progress of this exciting campaign.

III. LETTERS NEEDED IN SUPPORT OF LIBRARY OF CALIFORNIA BUDGET

California Library , 06:32 PM 4/1/99 +, LOBBYIST UPDATE FOR LIBRARY SY

In 1998, SB 409 by Senator Dede Alpert was signed into law, and created the Library of California, which is currently establishing the framework for a multi-type library network in California. When fully operational, it will link more than 8,000 participating libraries to meet the needs of the state's diverse population. The Library of California expands the existing CLSA framework to include all types of libraries in California - public, school, academic, and special libraries, such as law and medical libraries.

You will recall that last year, CLA and Senator Alpert asked the Assembly Appropriations Committee to consider an appropriation of \$10 million to fund the first phase of the Library of California project. Due to budget constraints, the amount was reduced to \$5 million. CLA members are being encouraged to write the members of the Assembly and Senate Budget Subcommittees on Education Finance to encourage their support of an additional \$5 million augmentation to the Library of California (Budget Item #6120-102-0001). This action will provide the dollars intended to fund the first phase of this major statewide infrastructure master plan. The members of the Budget Subcommittees are as follows:

ASSEMBLY BUDGET SUBCOMMITTEE ON EDUCATION FINANCE #2

Assemblywoman Sarah Reyes (Chair)
Assemblyman Bill Leonard
Assemblyman Robert Pacheco
Assemblyman Jack Scott
Assemblyman Scott Wildman

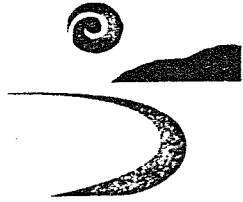
SENATE BUDGET SUBCOMMITTEE ON EDUCATION FINANCE #1

Senator Jack O'Connell (Chair)
Senator Jim Brulte
Senator Joe Dunn
Senator Jack O'Connell

.....
IMPORTANT DATE TO REMEMBER:

CLA Legislative Day * April 27, 1999 * Sacramento
.....

California Library Association
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Sacramento, CA 95814
Phone: (916) 447-8541
FAX (916) 447-8394
email: info@cla-net.org
<http://www.cla-net.org>



City of
Santa Monica

April 1, 1999

Wini Allard
City Librarian

Santa Monica Public Library
1343 Sixth Street
Santa Monica, California 90401

TO: MCLS/SLS/SOUTH STATE Directors

FROM: Wini Allard

SUBJECT: SB 3

As you know both the Legislative Committee and the SB 3 Task Force are working on ways to get SB3, the Library Construction Bond bill on the November 2000 ballot. There have been a number of concerns expressed about the process used for awarding construction bond funds last time and suggestions for changes to the process for this time.

In response to those concerns, Richard Hall, the State Library Facilities Consultant, put together an information paper for the Task Force on various ways grants can be structured. I have attached a copy of Richard's research for your information. As you can see there are a number of models, none of which are simple. In California, the funding agency, in our case the State Library, bears a heavy responsibility for oversight of the funds, insuring stringent building standards are met, and guaranteeing that quality library facilities are built with public funds.

In discussions with Senator Rainey, the bill's principal author, about less structured ways of distributing the funds, the Senator made it clear that he wants the bill to proceed as written - a competitive process. It seems that a number of legislators, particularly Republicans, believe that a competitive process is best and would not support a bond bill that simply parceled out the money or looked as if it were some sort of a "dole". Since it is going to take major support from Republicans and Democrats to even get the bill on the ballot, the Task Forces is committed to working out some sort of application process less cumbersome than last time but still of a competitive nature. There has been some discussion of possible planning grants to jurisdictions to help develop their competitive construction grants.

...but, as they say, first things, first, and our first thing is to get the measure on the ballot. To do that a great deal of support and input from the community to local legislators is needed. Since support from Republican legislators is key to getting the measure on the ballot, Mike Dillon has suggested that support letters from local businesses would be extremely helpful. As you may have already read, SB3 made it out of the Senate Education Committee and will next be heard by the Senate Appropriations Committee. At this time a date has not yet been set for that committee hearing but we are being urged to begin writing letters to Committee members now. I have attached a copy of Mike Dillon's update. The Task Force has suggested that letters be directed to the Chair of the committee with copies to all members.

In the next month or so, you will be receiving a package of materials to help you mobilize local support. SB3 will be a big push at Legislative Day. If you can possibly be there - do come. Senator Rainey's office will begin a public relations effort next month. The Task Force is planning a statewide network of library to library communication about the bill. They are working on communicating information in a more timely fashion. If, working together, the library community can be successful, we will have accomplished a BILLION construction dollars for public libraries....probably less than half of what California libraries actually need....but still a good start. It seems that public schools have done well recently, it's time to start on public libraries!

Thank you to those of you who have sent me input on what would be helpful to you to mobilize your communities in support of SB3. I look forward to hearing from all of you.

Thanks,

cc: Richard Hall, State Library
Susan Hildreth, Chair, SB3 Task Force
Ann Cousineau, Chair, Legislative Committee

LIBRARY BOND ACT

FUNDING METHOD ALTERNATIVES:

There are numerous ways that grants for a state capital outlay program for public library construction can be structured. No one way is best in all cases, and many different methods have been tried in various states throughout the nation. Each method has pro's and con's. The key is to find the method that best suits the State of California given the current political, economic and social environment. The following are several of the most prominent methods used by other states:

1. **STATEWIDE COMPETITIVE GRANTS**
2. **PASS THROUGH GRANTS TO LOCAL JURISDICTIONS**
3. **THE LOTTERY**
4. **FIRST COME, FIRST SERVE**
5. **ALL ELIGIBLE PROJECTS GET SOME MONEY**
6. **NON-COMPETITIVE APPLICATIONS PRIOR TO FUNDING**
(The Georgia Program)

COMBINATIONS OF ANY OF THE ABOVE METHODS

#1 STATEWIDE COMPETITIVE GRANTS:

Grants are made on a competitive basis similar to the previous California State Bond Act. All projects, regardless of the type of project, from all jurisdictions compete against one another on a statewide basis.

PRO:

Quality of Project & Application:

Because of the highly competitive environment, local jurisdictions are challenged to make their projects the very best they can so that they will rise above other competing projects submitted by other jurisdictions.

This approach tends to increase the quality of planning documents and applications because of the highly competitive nature of the process. High quality planning documents tend to produce high quality building projects.

This approach is tested and proven to produce excellent quality applications and as a result excellent quality projects. The end result of the last Bond Act was the construction of twenty-four state-of-the-art, high quality, public libraries.

Single or Multiple Grant Categories:

With this approach there could be either one large "pot" of money, or multiple categories (new, remodeling etc.) or "pots" of money. Applications could be sought independently for each category to make certain that some of each type of project was funded.

State Oversight

There is a relatively good ability on the part of the State Library to exercise adequate oversight on the expenditure of the funds for individual projects.

State Priorities:

There is a reasonable degree of ability on the part of State Library officials to influence which local construction projects get funded based on state "priorities" (review criteria) enacted in the legislation.

Grants Based on "Need"

To the extent that "Need" can be defined in regulations and subsequently recognized by State Board decision makers, it is possible to make grant awards based upon the need of local jurisdictions.

Legislative Perception:

If the application and decision making process is fair and objective, legislators may perceive the grant program as fair and equitable.

CON:

Quality of Project & Application:

Obviously, jurisdictions that have more staff and money to put into the creation of planning documents required to make application tend to have an advantage over jurisdictions that didn't have the necessary staff or money to hire consultants.

Time & Money to Make Application:

This approach means that local jurisdictions spend a significant amount of time, money and effort creating applications unless the requirements for decision making can be significantly reduced.

Assurance of State Funds:

There is no assurance of receiving state funds prior to making application.

Local versus State Priorities:

Further, applicant's must try to figure out which of their potential projects are the most competitive based on the state "Review Considerations", i.e., criteria/priorities. This may mean that jurisdictions end up making application for projects that are not their first priority in terms of their local perspective of need.

State Administration of Applications:

The review and evaluation of applications by State Library staff is an extremely time consuming and difficult process because of the high number of applications and the highly competitive nature of the process. There is little to no room for error without extremely embarrassing and problematic results.

Grant Decision Making:

Because there inevitably will be more applications than state funds available, the process of deciding which projects are to receive funding is difficult. State Library staff will be challenged with trying to review and document how each and every application meets (or fails to meet) each and every "review consideration."

Further, State Board members and their staff will be challenged to try to understand the same, as well as balance the needs of their constituents. As with many such state grant programs, there is the inevitable intrusion of "politics" regardless of how much effort State Library officials make to keep it at a minimum.

Time to Administer:

This approach takes a significant amount of time to administer at the state level.

Legislative Perception:

Because of the high number of projects which applied in the original Bond Act, but did not receive funding, some legislators may have an unfavorable view of this approach. Although few of those legislators are still in office because of term limits, the negative perception still exists among some members.

Type of Project:

If funds are limited (and they always are) some types of projects (such as remodeling projects) will suffer if they are forced to compete against new building projects on a statewide basis given existing "review considerations."

In the last Bond Act, 22 of the 24 projects funded were new buildings. Only 2 projects were expansions with remodeling of the existing library. There were no projects funded that were just remodeling alone. Given the criteria and the intense statewide competition, straight remodeling projects of any kind lost out.

DISCUSSION:

Type of Project:

It may be desirable to have two "tracks" or "pots" of money, one for new projects, and one for projects with remodeling. This would provide local jurisdictions that have remodeling projects with a specified amount of funds available for remodeling projects without having to compete against new buildings.

The difficulty here is how to determine the amount of funding to be set-aside for remodeling versus new construction. Should a set amount be specified, or should there be a percentage breakout like 50% for remodeling, and 50% for new buildings, or 20% for remodeling and 80% for new, or what? One basis to determine this breakout could be the State Library's recent Needs Assessment.

A further complication is that if the dollar amount percentage set-aside may need to change if the total amount of funds provided changes from what is currently in the bill, i.e., should the set-aside amount or percentage change if the amount goes from \$1 billion to \$100 million or less?

Amount of Funds Available versus The Need (Number of Applications):

The main reason that the previous Bond Act was so problematic for Local and State officials alike was that the competition was so intense. This was caused by a very high number of projects chasing a very small amount of money. If a significantly higher amount of state funds are made available this time (one that more closely matches the need), a statewide

competitive process will not be as problematic since presumably a higher percentage of applicants will be successful.

However, in any competitive process it is highly likely that not all applications will be successful, and regardless of the amount of money made available some applicants will spend time, effort and money and not be successful.

Planning Grants & Quality of Applications:

In order to develop a project to the point where it is well defined and the project costs are well known, it takes a significant amount of time, effort and ultimately money in the production of planning documents. If the state funded planning grants in advance of the application process, for any planning document required to make application, the following could be accomplished:

The quality of planning documents, and therefore the quality of the application, would be improved for all projects. This would presumably increase the quality of the end product, the library building.

Local jurisdictions that didn't have the staff or money to hire a consultant would be provided with a more "level playing field" with respect to the quality of their application, thus improving their chances in a competitive environment.

For those applications that are unsuccessful, at least some of the pain of not obtaining a grant would be mitigated by the cost of the planning grants having been paid for by the state.

Some may view the expenditure of state funds for the planning grants for the unsuccessful projects as a "waste of money." However, many of the unsuccessful jurisdictions may in fact use the planning documents as a basis to find a way to finance the projects entirely from local funds and build a library building where they might not have otherwise done so without the state grant for the planning documents.

Screening Process Prior to Application

It has been suggested that there should be some method of screening potential applicants to determine which ones are the most likely to receive funding prior to the full application process. This would save time, effort, money and the embarrassment of not receiving a grant for many, that presumably would not make application because they were not highly competitive.

This approach was tried with a pre-application process during the first Bond Act with less than stellar results. The first problem is that the decision-making which is done based on only partial information for a less than well developed project application is questionable at best and may on occasion be inaccurate.

This was demonstrated by projects which scored high on the pre-application and subsequently were not funded, as well as projects which were not particularly high on the pre-application list, subsequently obtaining a grant after making a full application.

With this approach it is entirely possible that projects which might have been funded if they had submitted a full application, were discouraged from even making application because of their low ranking after the pre-application. Further, some that may have ranked high with a pre-application were given false hope that they would be successful.

Unfortunately, any pre-application process, which attempts to evaluate the potential success of projects on basis of partial and less than well developed information is likely to be misleading and thus limited in effectiveness.

#2 PASS THROUGH GRANTS TO LOCAL JURISDICTIONS:

This approach is similar to the way PLF is handled where state funds are allocated on a formula (per capita?) basis and passed through directly to either local library jurisdictions or local cities, counties, districts etc.

PRO:

Time & Money to Make Application:

Because there is no application process, there is no time or money spent making application.

Assurance of State Funds:

This approach provides local jurisdictions with a high degree of assurance that they will receive state funds, and with a minimal amount of time, effort and money expended procuring those funds.

Grant Decision Making:

Effectively, the grant award decision of which projects get the money is transferred from the state to the local level. Local jurisdictions get to decide which of their projects get the money, and there are few political problems at the state level regarding the decision of which jurisdictions or projects will get the money.

Time to Administer:

This approach takes relatively little time to administer both at the state and local levels from the stand point of allocating and transferring the funds from the state to the local jurisdiction.

Local versus State Priorities:

As long as projects are eligible, local jurisdictions can make application for the projects which meet local priorities.

Legislative Perceptions:

If every local jurisdiction is guaranteed to obtain some money for library construction, it appears, at least at first blush, that there should be broad support for the bill from all parts of the state and from all legislators.

CON:

Quality of Project & Application:

Because there are no applications, the development of planning documents will be created at the local level with little to no state oversight. In some case, planning documents will be excellent, and in some cases poor. The quality of the resulting library building projects will vary as well.

Time to Administer:

Without adequate state control over the grant process, projects may take a very long time to develop, complete and close out. It is possible that the program may not be closed out for 20 years or more after the passage of the Bond Act.

It may take local jurisdictions a long time to decide on which projects to fund. Further it may take a very long time for those projects to develop and be adequately defined. Finally, it may take a long time to complete the construction of the projects and close them out via a final audit.

State & Local Accountability:

There is relatively little state ability to determine that the funds have been properly expended at the local level. In other words, accountability may be seriously lacking, which is particularly troublesome given the potential size of the Bond Act. Serious problems could occur with the program, if audits demonstrate that project funds have been inappropriately expended. If this is the case, the chances of future state capital outlays for public library construction would be seriously diminished.

State Priorities:

There is little, or no, ability for State Library officials to influence which local construction projects get funded, thereby eliminating the implementation of any state priorities.

Grant Decision Making:

Effectively, the grant award decision of which projects get the money is transferred from the state to the local level. There is, however, the potential for political problems at the local level regarding the decision of which projects will get the money.

Local priorities and/or criteria may have to be established to determine which projects get the money. If there is the inability to do this in a timely manner, program funds could languish unused indefinitely.

Grant Allocation Formula:

The problem of determining a fair, equitable and politically acceptable formula for allocation of the funds, is challenging, to say the least, and potentially the most significant stumbling block.

Allocation on a per capita basis means very large jurisdictions end up getting the lion share of the money. Small jurisdictions may not get enough to even bother with depending upon the amount of money available overall.

It might be possible to set up a minimum allocation to all jurisdictions regardless of their size or population, and then allocate the remaining amount on a per capita basis. However, the problem still remains that unless the minimum allocation is significant enough, it still won't do much, if any, good.

Further, there will undoubtedly be some jurisdictions which don't need the money at all, or at least not at this time, but they will still be getting an allocation of funding unless a way can be found to control this problem.

Grants Based on "Need"

This approach ignores entirely the allocation of state funds to those that need it the most, unless the allocation formula somehow takes into account the "neediness" of the local jurisdiction.

The establishment of a formula which takes "neediness" into account would be interesting, to say the least. The State of Nevada used a formula which calculated need based on the "total assessed valuation of local jurisdiction," while the State of New Jersey used a "per capita wealth" factor to determine need. The problem with coming up with a formula that has political consensus let alone is not so complicated that it can't be understood by the average person is obviously problematic, if not potentially impossible.

Further, there will be some jurisdictions that will get money, but do not have any immediate library construction needs. They will be inclined to "bank" the money and use it later. In some cases, a long time later, which will contribute to length of time the program will be active.

Eligible Grant Recipients:

Currently, the bill is written so that "A city, county, city and county, or district may apply . . . for a grant . . ." If this approach is taken, a decision will have to be made between granting to local library jurisdictions or local cities, counties and districts. There are obviously pros and cons to either approach which will have to be thought out thoroughly, decided upon and consensus established.

Legislative Perceptions:

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Legislative Perceptions:

#3 THE LOTTERY:

This approach is basically the luck of the draw. All applications are placed together with equal weighting and they are funded based on who gets drawn first. Projects are listed from top to bottom based on when they were drawn. State funds are used to fund projects starting at the top of the list and working down the list until funds are exhausted. As long as a project is eligible for funds, it gets funded if it is high enough on the list.

PRO:

Single or Multiple Grant Categories:

With this approach there could be either one large "lottery" where all projects are put together, or there could be more than one category, or "pot" of money, where projects were chosen at random. The latter approach would assure that at least some of each type, or category, of project was funded.

Time & Money to Make Application:

With this approach the state application process could be either very minimal or very extensive.

If minimal, the local jurisdiction would know relatively soon if they were eligible and would receive funding without a lot of time and effort being spent on the application. However, all of the problems associated with a project that was not well defined would apply.

If extensive, the local jurisdiction would be required to spend a lot of time, effort and money on an application that essentially would not be evaluated based on its merits. However, the project if funded would be well developed and should proceed more quickly than one that was not well defined.

Grant Decision Making:

The decision making process at the state level will be simple and relatively free of political fall out if established in the law.

Time to Adminster:

This approach takes relatively little time to administer at the state level, and little to a lot of time on the local level depending upon the effort required to make application.

Legislative Perception:

Every project has an equal chance of being funded. Therefore, on the surface, the bill should have broad appeal to all jurisdictions since all projects are being treated equally. (See CON for same category below)

CON:

Assurance of State Funds:

There is no assurance of receiving state funds, i.e., there is no "sure bet."

State Priorities:

There is little, or no, ability for State Library officials to influence which local construction projects get funded, thereby eliminating the implementation of any state priorities.

Grants Based on "Need":

With this approach projects with relatively high need have an equal chance of being funded as those with relatively low need. Since all projects are treated the same, they all have an equal chance of being funded.

Since there will likely be a number of projects which have a very high degree of need which will not be funded, there is an inherent sense that this approach is not "fair" even though all projects have exactly the same chance of success.

The aggravation with this sense of "unfairness" will be significantly increased if the local jurisdictions have to spend a significant amount of time, effort and money to make application. This fact will lead local officials to request a minimal application process and increase the likelihood of projects being funded which are not well developed and which as a result will take a long time to complete. This will mean that the program will not reach close-out for a very long time into the future.

Quality of Project & Applications:

The quality of projects could suffer if high quality applications are not required which is likely to be the case give the discussion above.

Advantage to Large Jurisdictions:

Large jurisdictions will have an advantage over smaller jurisdictions in that their chances of getting some money will be increased by the number of applications they submit. Presumably a large jurisdiction will have many more potential projects than a small one. The more projects you have in the lottery (the more tickets you buy), the better your chances of getting something funded are.

Legislative Perception:

Because of the advantage to large jurisdictions, this may potentially create a political consensus problem with legislators representing small, and especially rural, areas.

DISCUSSION:

The points for discussion have already been covered in the Pro's and Con's. Considerable work would be necessary to build consensus for this to work.

#4 FIRST COME, FIRST SERVE

Grants are made based on who gets their applications in first up until the time the state money runs out. This approach is basically a race to see who can present an eligible project application to the state for funding ahead of other jurisdictions and prior to the exhaustion of available funds.

PRO:

Time & Money to Make Application:

This approach could support either a minimal or extensive effort in order to make application for state funds.

Single or Multiple Grant Categories:

With this approach there could be either one large "pot" of money, or multiple categories (new, remodeling etc.) or "pots" of money. Applications could be sought independently for each category to make certain that some of each type of project was funded.

Grant Decision Making:

The decision making process at the state level will be simple.

Time to Administer:

This approach takes relatively little time to administer at the state level, and little to a lot of time on the local level depending upon the effort required to make application.

Legislative Perception:

Every project application has an equal chance of being funded. Therefore, on the surface, the bill should have broad appeal to all jurisdictions since all projects are being treated equally. (See CON for same category below)

CON:

Grants Based on "Need"

Projects will be funded more on the basis of "readiness" than on "need." Again, this will not be perceived as "fair" to many lay people and politicians alike.

Assurance of State Funds:

There is no assurance of receiving state funds prior to making application.

State Priorities:

There is little, or no, ability for State Library officials to influence which local construction projects get funded. Thereby eliminating the implementation of any state priorities.

Quality of Project & Application:

Regardless of the degree of effort to make an application, this approach will likely produce sloppy, quickly put together applications, which will very likely produce the same results in the building project.

State Administration of Applications:

This approach could be fraught with difficulties if state officials are accused of “playing favorites” by helping one jurisdiction over another, or providing more help to one jurisdiction than another, or providing more timely help to one than another.

Further, because many applications submitted will be sloppy, there will be a high number of jurisdictions which will want to change their application after it has been funded. This will add considerable time and effort to the process of administering the program at the state level.

Reversal of Apparent State Grants:

There will likely be a few cases where local jurisdictions will think that they have been successful in submitting an application in time to be funded, but will later find out that it has not been funded because it was deemed ineligible. This will create considerable rancor among local and state politicians, as well as significant problems for State Library officials.

Advantage to Large and/or Wealthy Jurisdictions:

Large and/or wealthy jurisdictions with the resources (staff and money to hire consultants) to put together an application quickly will have an advantage over small and/or poor jurisdictions.

Legislative Perception:

This approach is likely to be opposed by legislators representing jurisdictions which are rural and/or poor because of the advantage to larger and/or wealthy jurisdictions.

DISCUSSION:

For most of the reasons listed above, this approach is not recommended.

#5 ALL ELIGIBLE PROJECTS GET SOME MONEY:

With this approach, applications are accepted up to a specified deadline. Once the deadline has passed, all applications are reviewed to determine their eligibility.

If funds are available to fund all of the projects at the level specified by formula, then all projects are funded and a new application deadline is set to accept additional applications.

If funds are not available to fund all of the projects at the level specified by formula, then the state funds are provided based on a pro-rata share to each and every project application. All projects receive some funding no matter how many applications are submitted or how small the grant.

PRO:

Assurance of State Funding;

All jurisdictions with eligible project applications are assured of some state funding regardless of the project.

Single or Multiple Grant Categories:

With this approach there could be either one large "pot" of money, or multiple categories (new, remodeling etc.) or "pots" of money. Applications could be sought independently for each category to make certain that some of each type of project was funded.

Time & Money to Make Application:

This approach could support either a minimal or extensive effort in order to make application for state funds.

Grant Decision Making:

The decision making process at the state level will be relatively simple. Only calculation of the amount of funds each project will get, will pose any problem.

Time to Administer:

This approach takes relatively little time to administer at the state level, and little to a lot of time on the local level depending upon the effort required to make application.

Local versus State Priorities:

As long as projects are eligible, local jurisdictions can make application for the projects which meet local priorities.

Legislative Perception:

Every project application has an equal chance of being provided some funding. Since all projects will receive some funds, this approach may be popular with legislators. Therefore, on the surface, the bill should have broad appeal to all jurisdictions since all projects are being treated equally. (See CON for same category below)

CON:

Unknown State Allocation (Variable Formula)

While applicant's know that they will get some state money if their project is eligible, applicant jurisdictions don't know how much state money they will receive.

If there are numerous applications (which is likely) and the amount of state funding is lower than the total amount of funds requested in the applications submitted (which is also likely), state grant awards will be lower than the amount requested by local jurisdictions.

In this situation, the biggest problem is that state grant awards may be reduced to a level lower than is necessary for the project to be built by the local jurisdiction. In other cases, the project may be able to be built, but there may be a significant delay in the project because the local jurisdiction must find a way to come up with additional local funds in order to construction the project.

If the number of applications is very high and/or the amount of state funds available is very low, this problem could become severe. For example, instead of getting a 65% state grant, jurisdictions could be informed that they would receive only 10 or 20% (or even less) of the total project costs from state sources. This would obviously be problematic for many of the applicants and would likely result in numerous project defaults.

Lack of a Second Chance if Application Ineligible

If applications are deemed ineligible by state officials and thrown out of an application process, they may not have a second chance at receiving state funds if all of the state funds are used up within the first application cycle. This will cause considerable rancor among local and state politicians, as well as significant problems of State Library officials.

Advantage to Large Jurisdictions:

Large jurisdictions will have an advantage over smaller jurisdictions in that they will probably submit more applications than smaller jurisdictions. The more projects a jurisdiction submits, the more money they will get, however, the more money they will have to come up with locally to finance the projects.

Legislative Perception:

This approach is likely to be opposed by legislator representing jurisdictions which are small (predominantly rural ones) because of the advantage to larger jurisdictions.

State Priorities:

There is little, or no, ability for State Library officials to influence which local construction projects get funded, thereby eliminating the implementation of any state priorities.

Quality of Project & Application:

Given the fact that local jurisdictions know that they will receive state funds, as long as their project is eligible, there will likely be little attention to the quality of the application. This may well translate into a lower quality building project as well.

#6 NON-COMPETITIVE APPLICATIONS PRIOR TO FUNDING: (The Georgia Program)

With this approach, local jurisdictions make application for state funds *prior* to the appropriation of any state funds. A list of projects eligible to receive funds is created. This list is presented to the legislative body in the form of a funding request. If funds are subsequently made available, the projects on the list are funded, and the cycle begins again. The most notable library construction program which has used this approach is in the State of Georgia (the longest running capital outlay program for library construction – 20+ years having put state money into approximately 70% of the public library facilities in the state).

PRO:

Single or Multiple Grant Categories:

With this approach there could be either one large “pot” of money, or multiple categories (new, remodeling etc.) or “pots” of money. Applications could be sought independently for each category to make certain that some of each type of project was funded. There was no distinction in the Georgia program, all kinds of eligible projects were presented on an equal footing.

State Oversight:

There would be a relatively good ability on the part of the State Library to exercise adequate oversight on the expenditure of the funds for individual projects. Projects were under constant review from the beginning of the application phase, through plans development, construction and up until fiscal close-out with a final audit.

State Priorities:

There is a reasonable degree of ability on the part of State Library officials to influence which local construction projects get funded based on state “priorities” (review criteria) which would likely be enacted in the legislation. State funding priorities were always in place in the Georgia program, but were never used since 100% of the projects requesting funds were funded.

Legislative Perception:

Legislators would be quite amazed that local jurisdictions would make an effort to apply for funds that weren't even there yet. It would certainly demonstrate to them how strong the need was and how serious the local jurisdiction was about obtaining state funds. This was one of the reasons the Georgia program worked so well. Not only did jurisdictions make application in the hope to get funded in the next legislative session, but they actually worked together to get all of the projects funded, not just their own. Legislators who didn't have projects in any one particular year's package, were reminded that “they had gotten theirs” in the previous years, or that “they would get theirs” next year or the year after if they cooperated and worked together to pass the funding measure. Essentially, everybody got a “piece of the pie.”

CON:

Assurance of State Funds:

There is no assurance of receiving state funds prior to making application.

Quality of Project & Application:

It would probably be very difficult to convince local jurisdictions that they should spend a significant amount of time developing high quality planning documents and submit an application based on the hope that state funds might be forthcoming in the future. The quality of the applications and projects was very high in the Georgia program, but this is because the program had been set up for a long time and had many years to build-in improvements.

Grants Based on "Need"

"Needy" jurisdictions would probably be some of the most hesitant to spend money to make an application prior to the availability of state funds appropriation. While it might be difficult to implement a selection on the basis of "need", projects from needy areas could certainly be encouraged to make application. This was not a factor in the Georgia program because of the 100% funding track record of the program.

Local versus State Priorities:

Local jurisdictions might feel that they had to apply for projects which met the state "review criteria." This might mean that other projects which they felt were more important might not be funded first. Or it's entirely possible that they might make application for any and all projects that they want and then see what the State Library does.

State Administration of Applications:

This tactic by the local jurisdictions would obviously cause problems in state administration of the application process. Are projects which don't meet the "review criteria" well or at all, ineligible or are they simply "not as competitive?" How would this be handled?

Time and Money to Make Application:

This approach means that local jurisdictions will probably have to spend a relatively significant amount of time, money and effort creating applications (planning documents etc.) prior to knowing if funding is even going to be available. While the previous needs assessment in California identified project needs with approximate cost and square footages, the data is relatively "soft" and not as credible as a more detailed application which further develops the project and "firms it up."

One possibility might be to do a "short form" application, which required more information than the needs assessment, but less than a full application (and then have the application

process after state funding has been approved). The status of applicant jurisdictions named in the funding bill would essentially be that they would get money if they were in fact eligible and successfully completed the application process. This might work, but could be fraught with difficulties at both the state and local levels.

If projects had made a "preliminary application," been named in the appropriation bill to receive funds, and then were not able to subsequently be approved for a grant, there would be considerable fault finding at all levels, and clearly unhappy legislators.

Further, if the "preliminary application" process was relatively simple, not only would the projects not be well developed, but there would probably be a very high number of them, pushing the funding bill up to a very high level (possibly higher than it is at now).

This was not a problem with the Georgia program because it was active over a long period of time, people believed it would be around for a long period of time (therefore there was no rush to apply), and projects developed under their own natural timetable. If you didn't get your application in successfully this year, there was always next year. The applications were not "preliminary;" they were thorough and detailed and once the project was funded, it was well developed and for the most part "ready to go." Occasionally, projects experienced difficulties and construction were delayed, but there was never a time when a project which received state funds ever defaulted and returned the state money.

Grant Decision Making:

If all of the state funds being requested were funded in the Bond Act, the grant decision making would be simple, however, if funds were cut below the level needed to fund all of the project applications, the resulting decision making process could be very difficult. With the Georgia program this was never a problem since 100% of the projects were always approved by the legislature.

Legislative Perception:

The downside is if you don't have a project "in the queue" for the state funding bill, you are not likely to support the measure in the legislature or at the ballot box. This approach would only enjoy broad appeal if there were preliminary applications from virtually every local jurisdiction in the state. This fact was brought home when after the last Bond Act there was an attempt to "write in" the likely funding of several applications which did not receive funds from the original Bond Act. Many jurisdictions failed to support the bill because it was their perception that these projects would use up all of the money and there wouldn't be anything left over for them.

DISCUSSION:

While the "non-competitive" approach worked incredibly well in Georgia, a state whose legislature had the power to approve the use of state general obligation bonds without a vote of the electorate, it is difficult to see how this type of program could get started in California. There may be possibilities, but any such attempt would have to be very carefully analyzed and tested with legislative authors prior to moving forward.

Subject: LOBBYIST UPDATE FOR LIBRARY SYSTEMS AND LEG NETWORK CONTACTS

Date: Thu, 1 Apr 1999 10:32:09 -0800 (PST)
From: California Library Association <info@cla-net.org>
To: <ca-lib-legis@ucdavis.edu>

April 1, 1999

TO: LIBRARY SYSTEMS AND LEG NETWORK CONTACTS
FROM: Mike Dillon, Lobbyist
 Christina Dillon, Lobbyist
RE: NEWS FROM THE CAPITOL

I. LIBRARY BOND BILL PASSES FIRST COMMITTEE

Last week the Senate Education Committee passed SB 3 by Senators Richard Rainey, John Burton, and Dede Alpert on a vote of 13-1. (Senator Ray Haynes was the only "no" vote.) SB 3 would enact the California Library Construction and Renovation Bond Act of 2000, and would provide \$1 billion to help local governments retrofit and renovate existing library structures and build new facilities. Under the proposed bond measure, cities, counties, and districts can apply for grants through the State Librarian, and funds will be allocated based upon comprehensive criteria including need and ability to successfully complete a project.

Senator Rainey acknowledged that "our badly deteriorating public libraries throughout the state are in desperate need of financial help," and added that "local governments would like to make the necessary changes to address these inadequacies." Testifying in support of the measure were CLA Lobbyist Mike Dillon, CLA Legislative Committee Chair Ann Cousineau, and CLA Immediate Past President Anne Marie Gold. Senator Bruce McPherson, a co-author on SB 3 said that he found the library bond bill to be a complimentary extension of the Governor's Special Session on Education. Further, he added that the \$1 billion price tag for the bond "is not going to bust the bank in California. It will not even put another 10th of a percent on our bonded indebtedness." Senator Wes Chesbro, a newly elected member from the Arcata area, called SB 3 a "critical component in our infrastructure", and asked to be added as a co-author.

The bill will now travel to the Senate Appropriations Committee, where it has not yet been scheduled for hearing. Please take a moment today to begin writing each member of the Senate Appropriations Committee and urge their strong support of SB 3-Rainey/Burton/Alpert. Due to the intense competition of approximately 20 other bond measures currently circulating, the Senate Appropriations Committee will need to receive hundreds of letters from the library community and community leaders in order to elevate the importance of our measure. The Senate Appropriations Committee members are:

SENATE APPROPRIATIONS

- | | |
|---------------------------------|---------------------------|
| Senator Pat Johnston (Chair) | Senator Betty Karnette |
| Senator Tim Leslie (Vice Chair) | Senator David Kelley |
| Senator Dede Alpert | Senator Bruce McPherson |
| Senator Debra Bowen | Senator Richard Mountjoy |
| Senator John Burton | Senator Don Perata |
| Senator Martha Escutia | Senator John Vasconcellos |
| Senator Ross Johnson | |

**MINUTES
PLACENTIA LIBRARY DISTRICT
AD HOC COMMITTEE ON INCREASING LIBRARY USAGE
March 24, 1999**

ROLL CALL

The Regular Meeting of the Placentia Library District Ad Hoc Committee on Increasing Library Usage was called to order on March 24, 1999 at 7:06 P. M. by Chair Al Shkoler.

Members Present: Suad Ammar, Peggy Dinsmore, Elizabeth D. Minter, Al Shkoler, Cyrise Smith, Sandra Stark, Gaeten Wood.

Others Present: Library Administrative Assistant Wendy Goodson

Members Absent: Robin Masters

AGENDA

It was moved by Sandra Stark, seconded by Gaeten Wood to adopt the Agenda as printed.

**ORAL
COMMUNICATIONS**

There were no members of the public present to address issue.

**ACTIONS
REPORT**

Elizabeth D. Minter reported that Christenson Lighting is scheduled to service the lights in the lobby on Thursday, March 25, 1999. She is also in the process of obtaining estimates for new furnishings.

**COFFEE SERVICE
TASK FORCE
REPORT**

Recommendations are:
Need a facility to clean out coffee pots.
Upgrade water set up in the meeting room.
Staff lounge needs new sink.

**ENTRY WAY TASK
FORCE REPORT**

Recommendations are:
Remove tables from lobby and replace with a wall mounted receptacle for brochures and other public information.
Proposed displaying Placentia Art on the walls that would create ambience.
The plants in the Library need to be replaced or cleaned.

**SIGNAGE TASK
FORCE REPORT**

Recommendations are:
Remove signs. Proposed in recruiting volunteers to clean adhesive from walls and windows. Library Director reported that if solvents are used, volunteers cannot be used; therefore, staff will be assigned in order to adequately monitor compliance with safety requirements.

PLACENTIA LIBRARY DISTRICT Ad Hoc COMMITTEE ON INCREASING LIBRARY USAGE
January 27, 1999, Page 2.

**WINDOW
TREATMENT TASK
FORCE REPORT**

Task Force has nothing to report at this time.

The next Ad Hoc meeting is scheduled for April 28, 1999 at 7:00 P.M.

ADJOURNMENT

The Regular Meeting of the Placentia Library District Ad Hoc Committee for March 24, 1999 was adjourned at 7:58 P.M.

Wendy Goodson
Administrative Assistant

TO: Elizabeth Minter, Library Director
FROM: Suad Ammar, Principal Librarian
DATE: April 21, 1999
SUBJECT: **Lobby Committee findings and Suggestions**

Committee members are Robin Masters, Gay Wood and Suad Ammar.

I- Robin Masters and Suad Ammar met at 6:30 P.M. on Wednesday, March 10, 1999.

The following suggestions were made:

Couches

need to be recovered or cleaned, one should remain in the lobby, the other should be moved to the Friends' area.

Silk plants

Removed, replaced by live plants, or maintained and moved

Plaques

Removed and/ or moved to Board Room

Display Cabinet

Removed or it needs to be used, it may not remain in the lobby empty

Blue tables

Removed, and replaced by wall-mounted pamphlet display racks.

Lights and sky lights

Make sure they all work, this will give the lobby the light it needs.

Friends' tables

Removed and replaced by book shelves to maintain orderliness and allow for more "coffee" area

Existing wall fixtures

Remove

Lobby Committee Findings :

Bus Schedules

Moved or replaced by wall-mounted racks

II- Gay and Suad met on Tuesday, March 16 at 6:00 P.M.

Gays remarks :

Walls:

In the lobby, to be wall-boarded almost as high as the "wood sweep" some of the brick walls inside the library may be kept but the majority should be boarded, then painted a color that will complement the existing green tiles in the entry, and the color scheme inside.

Wall hangings:

Yorba Brands removed, all other wall hangings removed and/or replaced by art works (from the Placentia Art Association)

Displays and display areas:

All displays to be confined to one area, side pockets removed, cylindrical cork displays removed, all this should not be in a traffic area (like both walls to the right and left of Circulation Desk)

A display case could be built-in between the grill and the Check-In desk, Board photographs may moved to a different location.

Bulletin boards should be uniform in size and shape. Bottom part of existing boards should be removed.

Tables:

All blue tables should be replaced by shelving for Friends' books and wall-mounted receptacles for pamphlets and informational materials.

Friends' Room:

Friends' Room and books may be moved to the area where the copiers are now after enclosing this area and/or incorporating it with the typing room. Another idea is to enclose the outside area only and move the copiers to the typing room.

The present Friends' Room and adjacent area will become the "coffee Center"

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees

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

SUBJECT: **Orange County Investment Pool (OCIP) Bankruptcy update from Patrick Shea, Attorney for OCIP**

DATE: April 21, 1999

No information about the Orange County Investment Pool (OCIP) Bankruptcy was received from OCIP Attorney Patrick Shea during this report period.



SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY

1481 River Park Drive, Suite 110
Sacramento, CA 95815-4501

April 6, 1999

Board of Directors

(President)
Ken Sonksen
Sanger-Del Rey CD
568 S. Rainbow
Sanger, CA 93657
(209) 787-2267

(Vice-President)
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Trinity County WD #1
P.O. Box 1152
Hayfork, CA 96041
(530) 628-5512

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Area Sewer District
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Tehachapi, CA 93561
(661) 822-3268

John Yeakley
Bear Valley CSD
28999 Lower Valley Road
Tehachapi, CA 93561
(661) 227-6230

Chief Executive Officer
James W. Towns, ARM

Elizabeth D. Minter
Placentia Library District
411 East Chapman Avenue
Placentia, CA 92670

ELIZABETH

Dear Management:

For the past few months we have been negotiating rates, coverages and limits with our reinsurance carrier. We will be able to provide you with the best rates and expanded coverages. SDRMA's Board of Directors (your fellow members) have reviewed the exciting new rates and coverages for the upcoming program year. The Board wants to reassure you that in keeping with our mission and commitment to our members, our rates will be significantly lower than last year, while at the same time, adding necessary new coverages in response to member requests.

You may have recently been contacted by an insurance agent or have received a quote for commercial insurance. We have been informed by some of our members who have received unsolicited quotes that the agents are being very aggressive, and they are making inaccurate and misleading statements about our/your program and coverages. If your District is considering alternative insurance . . . ***Please Be Careful*** and don't rely solely on what a soliciting insurance sales agent may say. Decisions about insurance coverage, and which program will best serve you and your District's interest by providing the best long-term protection for your District's assets is a very significant fiduciary decision. It should not be made without a careful comparison of all actual policy documents and consideration of the total program benefits and services.

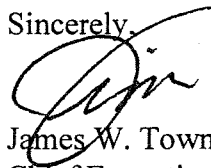
Serving your interest is our only interest. The proposals being offered by insurance agents are simply for "profit" commercial insurance. It is not a risk management program, nor does it offer the specialized services and claims philosophy provided by our program (attached is a letter that we recently received from a member district regarding the quality of our claims defense practices).

Placentia Library District
April 6, 1999
Page 2

SDRMA's overall program has a proven track for saving money for our members and has well served their unique needs. The insurance crisis that caused Special Districts to form their own protection program is still the same reason that, now more than ever, Special Districts need to stand together to ensure the public's best interest is protected; not the interest of a for profit corporation.

If you or your District's Board of Directors have any questions, please give me a call at (800)537-7790 or you may contact me at my home after business hours at (209)257-0125.

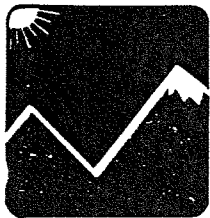
Sincerely,



James W. Towns, ARM
Chief Executive Officer

enclosure: San Joaquin defense letter (3/23/1999)

(g:\massmail\competeLET.FRM)



San Joaquin Valley
Air Pollution Control District

March 23, 1999

COPY

Mathew D. Evans, Esq.
Duncan, Ball, Evans & Ubaldi
641 Fulton Avenue
Sacramento, CA 95825

Ronald Stewart, Esq.
Stewart, Humphreys, Burchett & Sandelman
P. O. Box 720
Chico, CA 95927

Re: Employment Related Matter v. San Joaquin Valley U.A.P.C.D.

Dear Messrs. Evans and Stewart:

This is just to let you know how pleased the District is with the legal representation it received in this matter. I had an opportunity to observe much of the trial and was impressed by the caliber of the representation the District received.

In particular, I wish to convey our sincerest appreciation to Jim Ward, the attorney who actually tried the case. He did an excellent job presenting the District's position, as reflected in the defense verdict. Jim put in very long hours in preparation and in trying the case and he should be commended for his hard work and fine result.

We would also like to thank SDRMA for its decision to aggressively defend this lawsuit. We realize that many insurance companies would have offered to settle such a case based on the costs involved in defending it. We are grateful to SDRMA for holding firm and defending this unmeritorious lawsuit.

Again, our thanks to Jim and SDRMA for a job well done.

Sincerely,

Philip M. Jay
District Counsel

PMJ/pk
bcc: Jim Ward

David L. Crow
Executive Director/Air Pollution Control Officer



CALIFORNIA STATE LIBRARY

LIBRARY—COURTS BUILDING • P.O. BOX 942837 • SACRAMENTO, CA 94237-0001



TO: Members, Library of California Board

FROM: Tom Andersen, CLSA Program Coordinator

Anne Marie Gold, Interim Manager
Library of California

TA
AMG

DATE: March 12, 1999

SUBJECT: Library of California Board actions taken at the February 24-25, 1999 meeting

Purpose of the Library of California Act:

The Legislature finds and declares that it is in the interest of the people of the state to ensure that all Californians have free and convenient access to all library resources and services that could provide essential information and enrich their lives; and, to respond fully and successfully to these information needs and to the diversity of California's population, libraries of all types and in all parts of the state must be enabled to interact, cooperate, and share resources. This policy shall be accomplished by enabling libraries of all types and in all parts of the state to provide their users with the services and resources of all libraries in this state, and by assisting libraries to provide and improve services to the underserved.

To achieve the purpose of the Act, the following actions were taken at the Library of California Board meeting in Los Angeles on February 24-25, 1999:

1. Adoption of Agenda

It was moved, seconded (Purucker/Steinhauser) and carried unanimously that the Library of California Board adopt the agenda as presented.

2. Approval of Minutes

It was moved, seconded (Steinhauser/Fong) and carried unanimously that the Library of California Board approve the draft minutes of the January 24-25, 1999 Library of California Board meeting as presented.

3. Interim Eligibility Standards

It was moved, seconded (Kallenberg/Steinhauser) and carried unanimously that the Library of California Board adopt the Interim Eligibility Standards for Libraries to Receive Library of California Funding Prior to Regional Library Network Formation as outlined in Attachment A, revised with the addition of an item related to a maintenance of effort.

4. Telecommunications Infrastructure

It was moved by the Library of California Support Services Committee (Kallenberg) and carried unanimously that the Library of California Board direct its Chief Executive Officer to implement a Z39.50 server software reimbursement program for libraries who meet eligibility requirements for participation in the Library of California and technical requirements that promote open access to library catalogs via Z39.50 and the Internet. Other specifications used to screen or prioritize applicants will include participation in multitype resource sharing through affiliation with a CLSA Cooperative Library System or a multitype organization sponsored or coordinated by a CLSA Cooperative Library System; or through participation in the CLSA Interlibrary Loan reimbursement program; or by type of library and geographic distribution. A maximum of 100 grants may be awarded at \$7,500 each for a total of \$750,000 from Library of California funds.

Statewide Information Database Licenses

5. It was moved by the Library of California Support Services Committee (Kallenberg) and carried unanimously that the Library of California Board approve the preliminary program direction as discussed at the November Board meeting and direct staff to continue program development.

6. It was moved, seconded (Kallenberg/Spence) and carried unanimously that the Library of California Board allocate \$1,000,000 for a database program and authorize the Chief Executive Officer to initiate license agreements not to exceed \$500,000, and provide the Board with measurable outcomes and criteria included in this initial database licensing program at the April meeting. Libraries eligible to participate in this program are those that meet the interim eligibility standards approved by the Board.

7. CLSA Statewide Data Base Program

It was moved, seconded (Kallenberg/Wang) and carried unanimously that the Library of California Board instruct its Chief Executive Officer to re-open the Statewide Data Base subsidy claims and targeted grants to any libraries that qualify for subsidy claims and grants according to the Board's previously-approved selection elements, and that awards be made on a first-come, first-served basis.

Regional Library Networks Planning

8. It was moved, seconded (Kallenberg/Purucker) and carried unanimously that the Library of California Board authorize its Chief Executive Officer to develop and implement a program to provide planning grants to the Regional Planning Groups, based on the recommended elements and formula:

*flat amount of \$25,000 to each Regional Planning Group, plus
*per capita amount of \$250,000 divided among each of the Regional Planning Groups, plus
*per square mile amount of \$100,000 divided among each Regional Planning Groups,

and that the development of the regional planning groups be reviewed and finalized at the April Board meeting and the funds be designated from FY 1998/99 Library of California funds to be capped at \$550,000.

9. It was moved, seconded (Kallenberg/Purucker) and carried unanimously that the Library of California Board add an item to the agenda to approve and take action on additional planning regions at this Board meeting based on the correspondence of two different planning regions that arrived after the agenda was distributed.
10. It was moved, seconded (Kallenberg/Purucker) and carried by a vote of 8 ayes, 1 abstention (Steinhauser) that the Library of California Board change the Planning Region boundaries established at its January 1999 meeting and approve the Black Gold/TIE area as Planning Region VII and the North Bay Cooperative Library System area as Planning Region VIII. Furthermore, for planning purposes, libraries may only be in one planning region.

Rulemaking Procedure

11. It was moved by the Legislation Committee (Steinhauser) and carried unanimously that the Library of California Board place the direct loan waiver provision on the table for discussion during the rulemaking procedure with the changes noted.
12. It was moved by the Legislation Committee (Steinhauser) and carried unanimously that the Library of California Board place the net imbalance reimbursement formula on the table for discussion during the rulemaking procedure, and that the Chief Executive Officer be directed to have a study taken to look at alternative cost containment measures as well as full reimbursement costs, and that the results of that study be presented to the Board in August.

13. It was moved, seconded (Steinhauser/Fong) and carried unanimously that the Library of California Board add a draft regulation comparable to Section 28 (d) (1) for academic, school, and special libraries that requires them to determine the eligibility of an individual as a member of their primary clientele before direct borrowing privileges are provided under the provisions of the Direct Loan program.
14. It was moved, seconded (Steinhauser/Fong) and carried unanimously that the Library of California Board retain the draft regulation for reciprocity in the electronic direct access program.
15. It was moved, seconded (Spence/Fong) and carried unanimously that the Library of California Board approve the proposed regulations for submittal in a timely manner to the Office of Administrative Law with notice of proposed action required under the regulatory law, and authorize the Chief Executive Officer to work with the Office of Administrative Law to ensure that the proposed regulations are in the format acceptable to the Office of Administrative Law.
16. It was moved, seconded (Kallenberg/Wang) and carried unanimously that the hearing process as presented to the Board on the document titled "Public Hearings on the Library of California Proposed Regulations" be adopted. (See Attachment B)

17. Interlibrary Loan Reimbursement Program

It was moved by the Library of California Access Services Committee (Fong) and carried unanimously that the Library of California Board direct its Chief Executive Officer to implement a pilot multitype interlibrary loan reimbursement program that will expand the interlibrary loan reimbursement program under the California Library Services Act to include all eligible interlibrary loan transactions for CLSA non-public library participants that meet the eligibility criteria as stated in the staff report, including geographical and library type diversity, for the period April 1, 1999 to June 30, 1999, not to exceed \$300,000 of the 1998/99 Library of California funds. The Board directs the Chief Executive Officer to bring back a report for the Board's review at its April 1999 meeting to define the 1999/2000 extension of this program.

18. Young Adult Services

It was moved by Committee (Purucker) and carried by a vote of 8 ayes, 2 noes (Spence, Kallenberg) that the President, Access Services Committee Chair, and their delegates make appropriate legislative contacts regarding development and implementation of the Statewide Young Adult Services Program, and it was further moved that, through this motion, the Board hereby reconfirms its commitment to the Statewide Young Adult Services Program.

Legislation

19. It was moved by the Legislation Committee (Steinhauser) and carried unanimously that the Library of California Board support full funding for the Public Library Foundation.
20. It was moved by the Legislation Committee (Steinhauser) and carried unanimously that the Library of California Board support increased funding for the Library of California Act.
21. It was moved by the Legislation Committee (Steinhauser) and carried unanimously that the Library of California Board support SB 3, a bond act proposal for public library construction and renovation, and work with the group spearheading the effort on getting this bill passed.
22. It was moved by the Legislation Committee (Steinhauser) and carried unanimously that the Library of California Board support adequate funding for the Library Services and Technology Act and work towards the equitable distribution of those funds in accordance with the State based nature of the statute.
23. It was moved by the Legislation Committee (Steinhauser) and carried unanimously that the Library of California Board support telecommunication services for California libraries at the most affordable costs.

Literacy

24. It was moved, seconded (Steinhauser/Kallenberg) and carried unanimously that the Library of California Board support increased funding for the Families For Literacy Act and the California Library Literacy Service Act.

Library of California

CALIFORNIA STATE LIBRARY

Interim Eligibility Standards for Libraries to Receive Library of California Funding Prior to Regional Library Network Formation

Eligibility standards for libraries to receive Library of California services, funding from the Library of California or participate in Library of California services or programs during the initial Regional Library Network formation period will be two tiered.

BASIC ELIGIBILITY STANDARD

All libraries must meet the basic standard as defined in the law in Education Code Section 18830(a).

Article 4. Eligible Libraries

...a... library...meets the following eligibility standards:

- (1) A written explicit mission statement and service objectives.*
- (2) A fixed location in California.*
- (3) Established hours of service.*
- (4) An organized collection of information and materials accessible for use by its primary clientele.*
- (5) Designated, onsite, paid staff for library services, at least one of whom shall have a master's degree in library or information science or a California library media teacher credential issued by the Commission on Teacher Credentialing, but equivalent graduate education or demonstrated professional experience may be substituted for this requirement...*
- (6) An established funding base.*

The board of governance or the appropriate administrative authority for each academic library, public library, school library and special library...shall agree not to reduce funding for library services as a result of... participation.

SERVICE PROGRAM ELIGIBILITY/SCREENING ELEMENTS

Each service program:

Interlibrary Loan/Direct Loan Reimbursements
Statewide Information Database Licenses
Telecommunications Infrastructure

will have additional specific service program eligibility or screening elements related to the specific program. Examples of program specific eligibility or screening elements would include:

- Technical ability
- Membership in or affiliation with a CLSA Cooperative Library System
- Participation in CLSA programs and/or services
- Demonstrated willingness to share resources

As new Library of California programs and services are developed prior to formal Regional Library Network formation, the specific programmatic eligibility and screening elements for that program will also be developed.

Examples:

Pilot Multitype Interlibrary Loan Reimbursement Program:

- Basic Eligibility Standard
- Service Program Eligibility
 - Participant in the CLSA interlibrary loan program as of January 1, 1999

Z39.50 Server Software Reimbursement Program

- Basic Eligibility Standard
- Service Program Eligibility
 - Technical ability
- Screening Elements
 - Membership in or affiliation with a CLSA Cooperative Library System
 - Participant in the CLSA interlibrary loan program

Participation in any Library of California service or program, prior to formal Regional Library Network formation, does not bestow membership in the Library of California to the participating library.

Library of California

CALIFORNIA STATE LIBRARY

Hearing Process for Public Hearings on Preliminary Version of Library of California Regulations

Presiding: Members of the Library of California Board

Board Members Present: 2 per hearing

Number of Hearings: 1 per region (minimum of 6)

Hearing Process:

Call Hearing to Order: Presiding board members

Introductions: Anne Marie Gold

Hearing Process: Barbara Will

Open Hearing: Presiding board members

Public comments by speakers with written statements – 5 minute time limit

Public comments by speakers without written statements – 3 minute time limit

Close Hearing: Presiding board members

NOTES:

1. No responses permitted on public comments by board members, staff or attendees
2. Public comments will be recorded by audio taping to be transcribed
3. Speakers with written statements should provide 5 copies of the statement
4. Training for board members to be provided at April board meeting.

LIBRARY OF CALIFORNIA BOARD MEETING SCHEDULE FOR 1999

January 25-27, 1999	Sacramento, California State Library
February 24-25, 1999	Los Angeles, UCLA Bradley International Center
April 28-29, 1999	Sacramento, California State Library
June 16-17, 1999	Redding, McConnell Foundation
August 11-13, 1999	San Diego, Library of UCSD
November 11-12, 1999	Palm Springs, CLA Conference Headquarters

CALENDAR OF UPCOMING EVENTS/DEADLINES

1999

March 1-14	4th 1998/99 CLSA Direct Loan sample period
March 29	4th 1998/99 CLSA Direct Loan sample data due at California State Library
April 15	3 rd Quarter 1998/99 CLSA ILL claims due at State Library
April 12-13	Regional network planning workshop
April 28-29	Library of California Board Meeting, Sacramento, California State Library
April 30	California Library Literacy Service 3 rd Quarter 1998/99 reports due at State Library
May	Public hearings on Library of California regulations (6 locations, TBA)
May 3	CLSA Families for Literacy Applications for 1999/2000 due at State Library
May 14	California Library Literacy Service Applications for 1999/2000 postmarked to State Library (libraries applying for first year funding)
May 21	California Library Literacy Service Plans of Service for 1999/2000 postmarked to State Library (for programs in years 2-5)

June 1	1998/99 California Library Services Act (CLSA) System Plans Service due at State Library
June 16-17	Library of California Board Meeting, Redding, McConnell Foundation
July 15	4 th Quarter 1998/99 CLSA ILL claims due at State Library
July 30	CLSA Families for Literacy 1998/99 Final Reports due at State Library
August 11-13	Library of California Board Meeting, San Diego, Library of UCSD
September 1	1998/99 CLSA System Annual Reports, System Uniform Expenditure Reports and 1999/00 System Uniform Budget Reports due at State Library
September 30	California Library Literacy Service Matching Funds Certifications postmarked to State Library
October 15	1 st Quarter 1999/00 CLSA ILL claims due at State Library
October 29	California Library Literacy Service 1 st Quarter 1999/00 reports due at State Library
November 5	California Library Literacy Service Plans of Service and Budgets for matching funds postmarked to State Library
November 11-12	Library of California Board Meeting, Palm Springs, CLA Conference Headquarters

TO: Elizabeth Minter, Library Director
FROM: Katie Matas, Literacy Coordinator *KLM*
DATE: April 21, 1999
SUBJECT: **Library Services and Technology Act Grant for circulating literacy materials**

The Placentia Library District is eligible for a grant to be awarded to adult literacy programs for funding under the California State Library's Literacy Initiatives program: Literacy for Adults and Children (LAC) Library Materials for an Informed Community. The award provides \$1,000 to support the purchase of library materials on the subject of literacy (adult, family, and/or children) through September 1999. A selection list will be provided by the State Library.

CALIFORNIA STATE LIBRARY
Library Services and Technology Act
FY 1998/99 WP 97

Literacy for Adults and Children (LAC):
Library Materials for an Informed Community

Financial Claim Form (Grant Award Reference #40-4631)

Library: Placentia Library District Date: Mar 31, 1999

Name of Contact Person: Katie Matas

Mailing Address: 411 E. Chapman Ave.
Placentia, CA 92870

By signing and submitting this claim form, I hereby certify that the library will abide by the following terms and conditions of the grant award:

1. The library materials purchased under this grant will be selected from those listed on the approved LAC library literacy materials list.
2. Any materials purchased under this grant which are not on the approved LAC library literacy materials list will be submitted to the LAC consultant for individual approval prior to purchase and will not be purchased unless such approval is given.
3. Library materials purchased under this grant will be current materials that inform the local community about the issues of literacy including, but not limited to, adult literacy, children's literacy or family literacy.
4. The attached LAC Final Report will be completed and submitted to the California State Library by October 29, 1999.

CERTIFICATION

I hereby certify under penalty of perjury: that I am the duly authorized officer of the claimant herein; that this claim is in all respects true, correct and in accordance with law and the terms of the contract; and that payment has not previously been received for the amount claimed herein.

By

Elizabeth D. Miller, Public Director
(Signature and title of the authorized officer of the Fiscal Agent)

Return this claim form with original signature to:

Kathleen Taylor
National City Public Library
200 East 12th Street
National City, CA 91950-3314

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *edm*
SUBJECT: Review Library Revenue Issues and continue the discussion of the feasibility of Library Parcel Tax ballot issue.
DATE: April 21, 1999

BACKGROUND:

Library Revenue Issues

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

1. Property Tax

On April 14 the Assembly Local Government Committee consolidated the various ERAF bills into Assembly Bill 1195 and Assembly Constitutional Amendment No. 11. Attachment A.

The next CSDA Legislative Committee Meeting is scheduled for April 29, 1999 in Sacramento.

City Finance Director Howard Longballa is estimating a 5% growth in property tax for Fiscal Year 1999-2000. I have also requested an estimate from Neil Gruber in the Orange County Auditor's Office.

Andrew Czorny, one of the Special District representatives to the Orange County Investment Pool (OCIP) Bankruptcy Committee reported to me that there will not be a distribution before June 30, 1999. There is a possibility that there will be a distribution in mid to late fiscal year 1999-2000. A letter will be sent to OCIP attorney Patrick Shea requesting distribution at the earliest possible date.

2. State Funds

Staff continues to monitor the progress of the Public Library Fund in the State Budget.

3. Local Revenues

No new information to report.



Parcel Tax Election Considerations

The Board of Directors of the League of Women Voters of North Orange County discussed a Placentia Library parcel tax ballot at its meeting on April 8. The League members asked whether the Library Board intends to address the funding issue so that Placentia Library may return to full service. The League has agreed to encourage a letter-writing campaign in support of full funding of the Public Library Fund.

RECOMMENDATIONS:

1. Give direction for future action

Heim, Noack, Kelly & Co.

GOVERNMENTAL R.C.

Ralph A. Heim
Russell W. Noack
Anne Kelly
Leslie S. Spahn
John Caldwell

TRANSMITTED VIA FACSIMILE

April 15, 1999

11:00 a.m. (PST)

TO: CSDA Legislative Committee

Dewey Ausmus	760-745-5827 (145)
Carol Bartels	909-683-8458 (145)
Roger Boedecker	707-986-7435 (145)
Kit Carter	805-227-6231 (145)
Kathleen Cole	916-444-6887 (145)
Ron Davis	408-266-0271 (145)
Glenn Farrel/Randy Kanouse	916-444-2829 (145)
Mike Gotch	707-944-9277 (145)
Jim Meredith	805-526-7025 (145)
Elizabeth Minter	714-528-8236 (145)
Ernie Rodrigues	925-443-8351 (145)
Catherine Smith	916-442-7889 (145)
Sherry Sterrett	925-671-7591 (145)

FROM: Ralph A. Heim

RE: ERAF Legislation

Yesterday, April 14, the Assembly Local Government Committee consolidated the various ERAF bills into Assembly Bill 1195 and Assembly Constitutional Amendment No. 11.

AB 1195, introduced by Assembly Local Government Committee Chair Longville, will now be co-authored by numerous other legislators and proposes to cap the ERAF and return 10% each year for 10 years. ACA No. 11 contains the same provisions in constitutional amendment form.

Yesterday's action was a small, but important, step in the legislative process toward addressing the ERAF issue.

RAH/kmg

1121 L Street, Suite 100
Sacramento, CA 95814
Tel. (916) 442-4584
Fax (916) 441-4925
Email: general@hnks.com

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *edm*
SUBJECT: **Review Placentia Library History Room Committee's proposal for expansion of the Room in response to the City of Placentia's request for budget information related to Library projects**
DATE: April 21, 1999

BACKGROUND:

The Placentia Library History Room Committee has prepared its report entitled "Overview of Proposal to City of Placentia History Room Expansion", Attachment A.

This report contains the Committee's vision of the future of the Library's Placentia History Room.

Staff did not have the opportunity to review the findings of the Committee prior to the preparation of its report.

Staff recommends that the Committee expand its report to include additional qualitative information such as the number of tables/seats desired, the number and type of additional display areas needed, the number and type of audio-visual stations needed. An expanded definition of the types programs to be presented in this space is also needed.

RECOMMENDATIONS:

Approve the History Room Committee proposal in concept and refer to staff for review and further development with the History Room Committee



CONCEPTUAL DRAWINGS

PROPOSED


PLACENTIA HISTORY ROOM

EXPANSION ALTERNATIVES



April 7, 1999

TO: BOARD OF TRUSTEES
PLACENTIA LIBRARY DISTRICT

FROM: HISTORY ROOM COMMITTEE
P.Jertberg, M.Schmidt, P.Irot 

RE: OVERVIEW OF PROPOSAL TO CITY OF PLACENTIA
HISTORY ROOM EXPANSION

At this writing, the actual proposal is in its final draft stage with the budget still to be completed. Therefore, the History Room Committee provides this overview for the Trustees' Board meeting back-up materials. The completed proposal will be available at the April 21st meeting. Summary of the several parts of the formal proposal follows.

INTRODUCTORY STATEMENT

The proposal covers the expansion of the existing space and provision of necessary furniture and equipment. It is prepared in response to a request made at a Joint Study Session with the City. It proposes to add 220 or 365 square feet to existing space, depending on the construction feasibility of extending to the north or to the west.

The needs of the patron, whether a casual or serious researcher, have been at the forefront of the planning. While materials must be collected, processed, organized and protected, the retrieval procedure must meet patron needs.

PURPOSE AND OBJECTIVES

The Placentia History Room needs to provide the patron with both primary and secondary source materials. This requires viewing, studying and note-taking space for the patron and, also separate and distinct space for the proper acquisition, preservation and organization of local history materials. The additional space needs are generated by a growing collection. Patron space and "staff" space require distinct space allocation to accommodate differing functions. Emphasis is on the collection of materials related to Placentia.

In order to provide an environment conducive to the casual and serious patron researcher, we seek, through this proposal, to:

1. Increase research and study space
2. Increase space and equipment to expedite processing, repair, and storage of archival collection materials
3. Provide needed technological equipment
4. Present historical programs
5. Provide for potential future technology developments (virtual library)
6. Improve lighting
7. Provide reading tables, chairs, lamps
8. Provide viewing area and equipment for slides, films

PROBLEM DEFINITION & NEED

In 1993, the Library Trustees and the Placentia Historical Committee made a commitment to the preservation of local historical materials through a joint agreement, designating the library as the official depository. The History Room archival collections and materials have grown beyond the current space of 252 feet; the space provides for one library table, three chairs, three four-drawer file cabinets, four book shelves (three are free-standing) and two glass enclosed display cases. Through volunteer efforts, a computer and a map storage cabinet were donated; proceeds from sale of afghans were used to purchase processing materials and two of the three file cabinets.

STRENGTHS & LIMITATIONS OF COMPARABLE FACILITIES

To learn how other communities provide for the growing patron interest in local history, visits were made to eight nearby libraries. The conclusion reached is that the concept is shared by communities for the preservation of materials of local historical interest. In summary, however, it is clear that the Placentia History Room Committee's vision is on the retrieval needs of the user. Materials are currently being entered into computer software program, which will catalog the collection; ultimately, we envision a computer program connection to archival collections throughout the area.

PROGRAM ACTIVITIES

- Phase I - would provide the shell of the additional space and provide wall attached bookshelves in History Room
- Phase II - would provide the internal division of the additional space
- Phase III- would provide for the needed furniture and equipment

BUDGET

The History Room Committee requested assistance of the City's Planning Department in order to factor the construction costs; should this not be available to us, we will use a housing contractor's per square foot construction cost estimate. We will cost out furniture and equipment. We will also include personnel costs; temporary help will be needed to sort, move, and reorganize materials within the History Room's current space and, particularly, within the expansion space now in library usage.

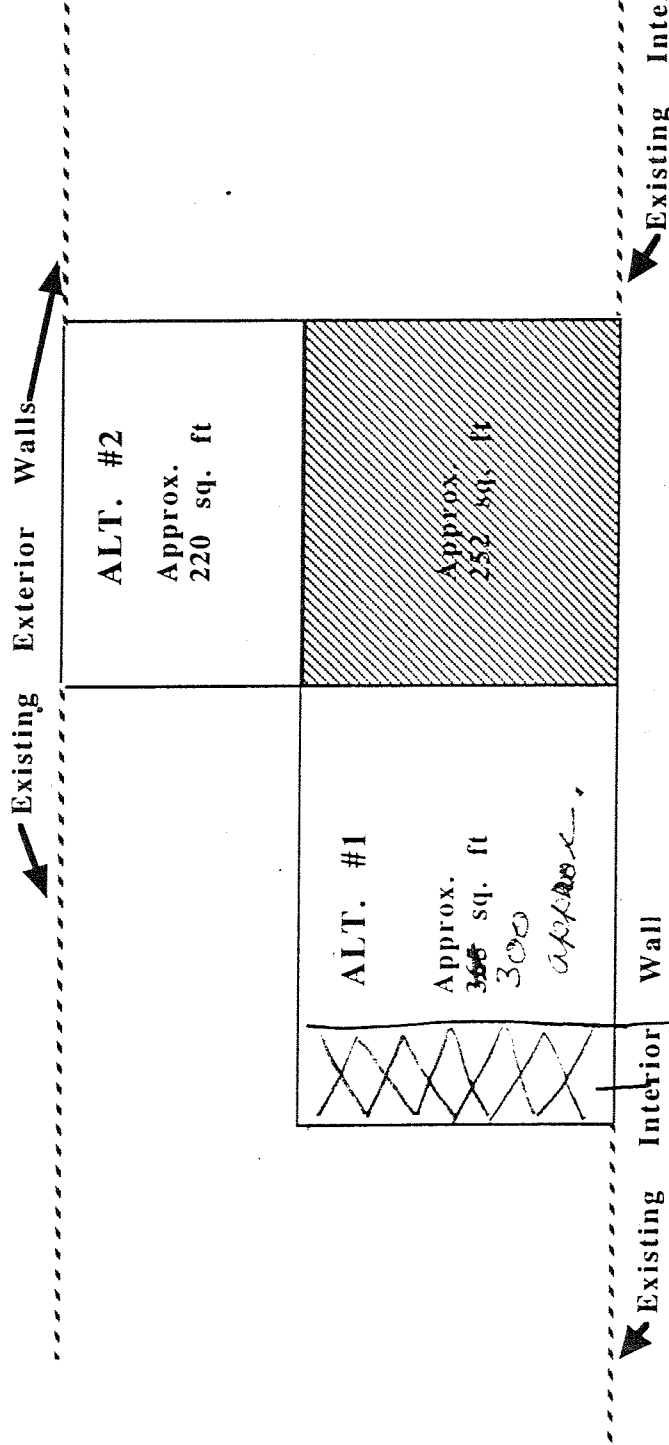
SUMMARY

A community is judged by the citizen services it provides; we feel strongly that a local history collection is a service to the community. Among its citizens, there exists pride in the Placentia community. This positive community feeling is generated by many factors, not the least of which is an interest in its beginnings and subsequent growth. An improved History Room will better serve the public's need for information related to Placentia's civic, cultural, business, political and social past.

ATTACHMENT A

Proposed Placentia History Room Expansion Alternatives #1 and #2

NORTH PARKING AREA



EXISTING
PLACENTIA
HISTORY
ROOM



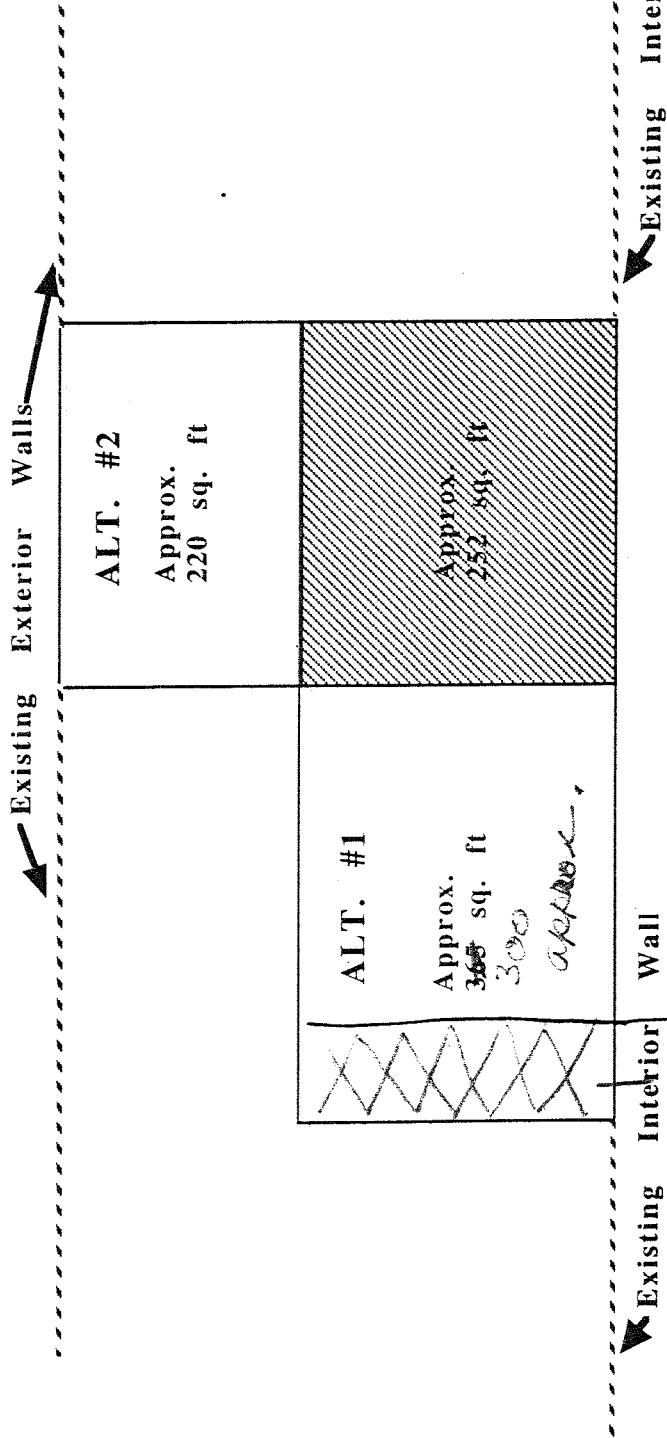
MAIN LIBRARY

Not to Scale

ATTACHMENT A

Proposed Placentia History Room Expansion Alternatives #1 and #2

NORTH PARKING AREA



EXISTING
PLACENTIA
HISTORY
ROOM



MAIN LIBRARY

Not to Scale

April 7, 1999

TO: PLACENTIA HISTORICAL COMMITTEE

FROM PLACENTIA HISTORY ROOM COMMITTEE

M.Schmidt, P.Jertberg, P.Irot



RE: OVERVIEW
PROPOSAL TO CITY OF PLACENTIA
EXPANSION OF HISTORY ROOM

This overview is prepared for the Library's Board of Trustees. The Trustees have this item on the agenda for its April 21st meeting. At that time, the Trustees will be asked to agree to the provisions set forth and formally endorse the proposal.

You have been made aware of the interest the city has in funding a project in the library. Pat Jertberg informed you of our needs and plans related to expansion of the History Room.

A copy of this overview is provided to the Historical Committee for its information. The History Room Committee seeks your support, in writing, to the City Council.

PLACENTIA LIBRARY SEISMIC SAFETY STRUCTURE IMPROVEMENTS

I. Purpose- strengthen the structure to resist seismic movement to protect lives and property. Latest building codes are much more stringent than codes used when building was constructed. Grant funding is available to assist with the needed work, generally a 25% local matching funding ratio is required by FEMA or OES.

II. Funding- City applied for federal and state funding for City Fire Stations, City Hall, Corporation Yard (and Library per Board's previous approval.) We have received approval for the library portion of the work --\$47,172 has been reserved by FEMA/OES.


III. Current Status-A preliminary seismic evaluation has been completed by our engineering consultants and they have identified a series of improvements that will greatly upgrade and improve the library's seismic safety:

- A. Roof connection improvements-large elevated roof over book checkout and back work room.
- B. Roof to wall connection improvements.
- C. Suspended ceiling bracing.

IV. Cost estimate- \$35,482 is the engineers estimate for the above construction work to be completed. The library would be responsible for 25% of the construction costs or approximately \$8870.50. In addition, the preparation of construction plans and specifications will cost approximately \$9000.00. We believe \$3000 to \$5000 may be reimbursable. We are working out these details still.

V. Schedule- Subject to Board Approval, we will direct the engineering team to begin to prepare the plans (3-month process). Construction -- if packaged with City project: 2000-2001 fiscal year.

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director 
SUBJECT: Review District's Pension Plan for Employees
DATE: April 21, 1999

BACKGROUND

Vilma Acevedo, First American Trust Company, will present a review of the status of the District's Pension Plan.

A copy of the current Executive Summary is Attachment A.

RECOMMENDATION

No action is recommended at this time.

Placentia Library District

Fund ID: 60-1076-00
Report Period: 12/31/1991 to 03/31/1999
Fiscal Year Ends: December



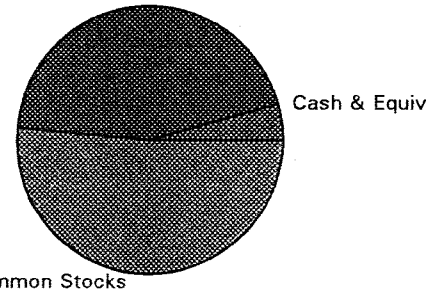
Executive Summary

First American Capital Management, Inc.

Portfolio Composition

	Market Value	% of Total
Total Fund	641,084	100.00
Common Stocks	329,489	51.40
Txble Fxd Income	283,451	44.21
Cash & Equiv	28,144	4.39

Txble Fxd Income



Time Weighted Returns

	Latest Quarter	Fiscal Year to Date	Latest 1 Year	Latest 3 Years	Latest 5 Years	Since 12/31/91
Total Fund	1.50	1.50	8.78	13.74	12.74	10.81
ProForma Index	1.16	1.16	4.51	11.81	11.40	8.71
Common Stocks	3.38	3.38	14.11	23.50	21.58	N/A
Lipper Grwth + Inc	2.12	2.12	4.12	18.86	19.10	15.90
Txble Fxd Income	-0.26	-0.26	5.93	6.33	6.68	N/A
Lipper S-Int US	0.11	0.11	5.64	6.07	5.88	5.58
Cash & Equiv	1.14	1.14	5.07	5.16	5.06	N/A
Lipper Money Mkt	1.12	1.12	4.94	5.04	4.99	4.38

Fund data is on a trade date basis and income is included in the fund returns on an accrual basis

04/14/99

Fund returns are net of management fees

Returns for longer than one year are annualized

All returns include reinvestment of income

ProForma Index: Month by month average asset mix allocations. Report period average asset mix allocation detailed below.

12/31/92 - 03/31/99 41% Lipper Grwth + Inc, 46% Lipper S-Int US, 10% Lipper Money Mkt,
3% Lipper Intl Eqty

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees

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

SUBJECT: **Presentation of results of the engineering study for Placentia Library pursuant to the seismic rehabilitation project co-sponsored by the City of Placentia and Placentia Library District**

DATE: April 21, 1999

BACKGROUND

Chris Becker, City of Placentia Public Works Director, will present the results of the engineering study of Placentia Library pursuant to the seismic rehabilitation project co-sponsored by the City of Placentia and Placentia Library District.

Mr. Becker will also discuss grant funding for this project.

A copy of the District's section of the engineering report is Attachment A.

RECOMMENDATION

Give direction for future action.



3-30-99

Subject: Summary of Seismic Concerns for the City of Placentia Library.

Dear Mr. Fraser:

EQE's seismic analysis of the City of Placentia Library has revealed the following structural and nonstructural weaknesses:

- The building roof is constructed of reinforced concrete that is supported by a corrugated metal deck and steel beams. The roof geometry has a large area above the book checkout/backroom area where the flat roof slab was interrupted and covered with a raised, sloped roof area. The presence of this interruption causes seismic stresses to concentrate in the roof slab into a narrow area between the raised roof and an adjacent wall. The stresses are sufficient to cause large cracks ~~through~~ in the roof slab, which could then lead to distortion and breaking of connections in the supporting roof members. The deficiency can be remedied by improving the connection between the higher, sloping roof and the large flat roof, which will reduce the tendency for stresses to concentrate into a small local area. The improvement would consist of adding a steel section to strengthen one roof beam, plus welding plates to strengthen the beams at several connection points.
- Several steel roof beams that connect the roof system to walls have connections that are inadequate to resist possible tension and compression forces. Bolts at overstressed connections may shear off and result in localized roof collapses. The addition of short welds and a few masonry expansion anchors to strengthen these connections would be relatively inexpensive.
- The suspended ceilings are not laterally braced to resist seismic loads. The majority of the ceiling system is lightweight and not a significant risk to life safety. However, the redwood architectural ceilings in the entranceway are quite a bit heavier and may present a life safety issue. In addition, collapse of suspended ceilings in exit corridors may obstruct exit from the building. Bracing of these local areas would be relatively inexpensive.



PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees

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

SUBJECT: Discussion of the 1999 Performance Evaluation Process for the Library Director

DATE: April 21, 1999

BACKGROUND

President Shkoler has requested a discussion of the evaluation process for the Library Director.

RECOMMENDATION

Determine process and set calendar

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees

FROM: Elizabeth D. Minter, Library Director

SUBJECT: **Travel/training authorization for California Library Association Legislative Day and the California Special Districts Association Government Affairs Day**

DATE: April 21, 1999

BACKGROUND

California Library Association Legislative Day and California Association of Library Trustees and Commissioners Board Meeting, April 26 and 27, 1999, Sacramento, Dinsmore:

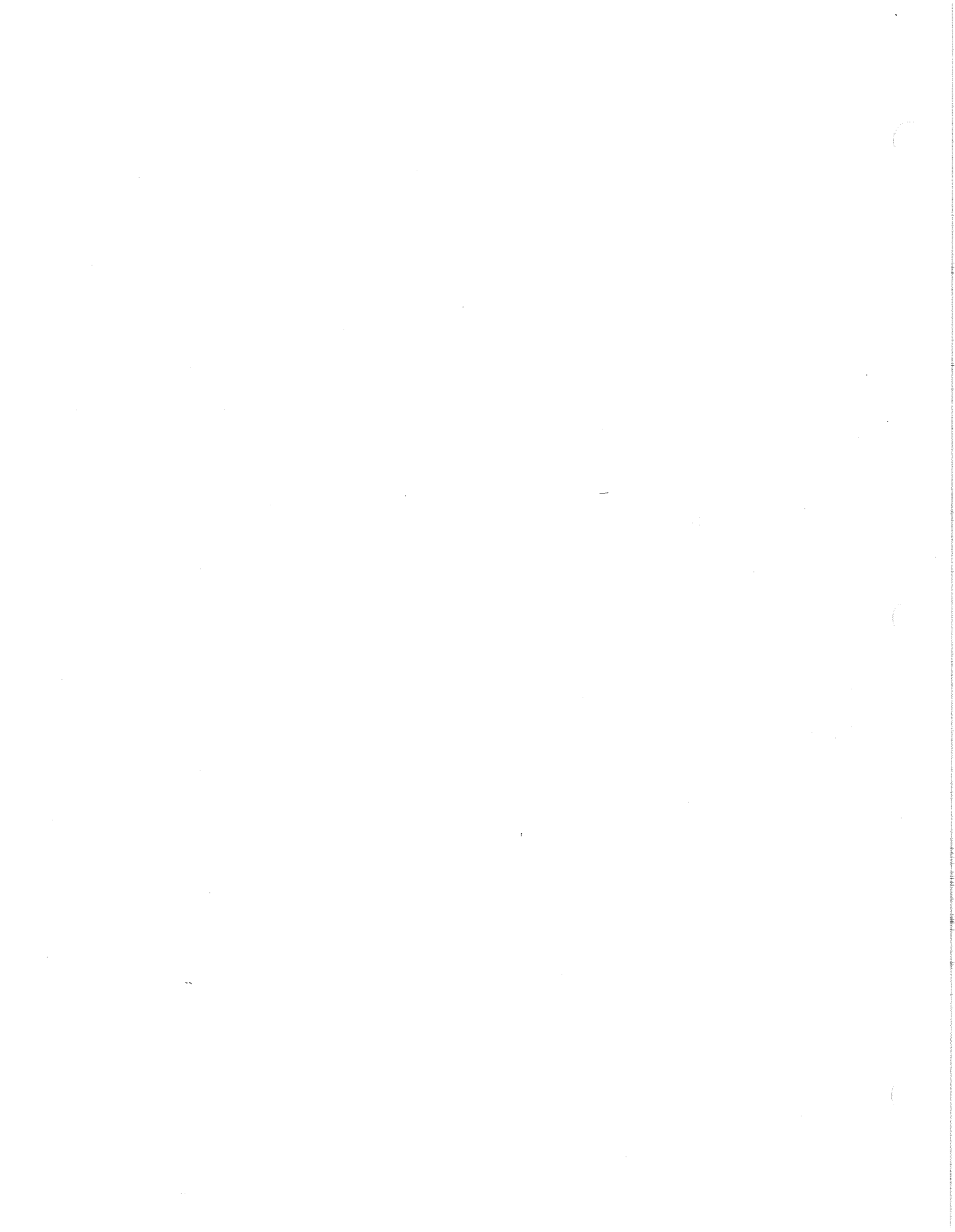
Registration	\$ 13.00
Airlines	159.00
Local Transportation	60.00
Meals	75.00
<u>Hotel</u>	<u>82.88</u>
TOTAL	\$389.88

California Special Districts Association Government Affairs Day and meeting with California Advocates Representative Mike Belote, May 16 and 17, 1999, Sacramento, Shkoler and Minter:

Registration	\$ 120.00
Airlines	318.00
Car Rental	70.00
Parking	20.00
Meals	100.00
<u>Hotel</u>	<u>266.56</u>
TOTAL	\$ 894.56

RECOMMENDATION

1. Authorize Trustee Dinsmore to attend the California Library Association Legislative Day and California Association of Library Trustees and Commissioners Board Meeting, April 26 and 27, 1999, in Sacramento at a cost not to exceed \$400.00; and
2. Authorize President Shkoler and Library Director Minter to attend the California Special Districts Association Government Affairs Day and meeting with California Advocates Representative Mike Belote, May 16 and 17, 1999, in Sacramento at a cost not to exceed \$900.00.



TO: Elizabeth Minter, Library Director
FROM: Suad Ammar, Principal Librarian ^{SA}
DATE: April 21, 1999
SUBJECT: **Placentia Library Web Site Development Report for the Month of March**

The web site that will link the Information Access Magazine Index to the Local Area Network (LAN) is now operating. Patrons are able to access magazine articles on the PCS and have the choice of printing through the regular print station or through the printers connected to the PCS, one of which is a color printer.

The Library's main web page is still in the "investigative" period since there is a lot to be learned before we are ready to write the specifications for bidders. Cosmoslink, the Library's Internet Service Provider, has demonstrated a willingness to work with the Library if the Library decides to use them as the host and/or if they were invited to bid.

After talking to her, Barbara Custen, Executive Director of MCLS/SLS, suggested that I send a survey sheet to all the libraries in both systems via MCLS asking the technical and operational questions that will help us in developing the Library's Web Site.

I will be attending a class on Monday April 19. I am expecting this class to prepare me to be more knowledgeable of discussing and negotiating the Library's Web Site with prospective web masters.

TO: Elizabeth Minter, Library Director

FROM: Suad Ammar, Principal Librarian 

DATE: April 21, 1999

SUBJECT: Program Committee Report for the Month of March

	DEPARTMENT	March	
Literacy Services		Number Of Programs	Number of Attendees
Conversation Group		5	18
Tutor Training		1	17
Tutor-In-Service		0	0
Total		6	35
YTD Total		36	200
Children's Services			
Way Out Wednesdays			
SRP Registration			
SRP School Visits			
Class Visits to the Library		3	56
Story Times 3-6			
Group Visits to the Library (Brownie)		1	18
Total		4	74
YTD Total		106	4513

TO: Elizabeth Minter, Library Director
FROM: Suad Ammar, Principal Librarian
DATE: April 21, 1999
SUBJECT: **Program Committee Report for the Month of March 1999**

A total of 271 passport applications were processed during the month of February netting \$3,915.60 for the book budget.

These funds continue to be used exclusively for purchasing new books and materials in both Adult and Children's departments with concentration on especially weak areas in both collections.

TO: Elizabeth Minter, Library Director
FROM: Cyrise Smith, Children's Librarian *cmg*
DATE: April 21, 1998
SUBJECT: **March activities in the Children's Department**

Programming- There were no programs in the month of March.

Class/Group visits- Class visits from local schools continued. 3 classes visited the library this month, with a total of 56 children using the library and it's services. One Brownie troop visited the library with a total of 18 children taking a tour and instruction on how to use the on-line catalog. One of the classes had a short storytime as part of the library tour.

Summer Reading Program- Planning for the Summer Reading Program continues. Letters to local businesses soliciting prizes and donations have been sent out. Camelot Golfland has supplied 500 passes for a free miniature golf game. The Whole Enchilada Restaurant and HomeTown Buffet will also be supplying food coupons.

Community Sponsored Programs- The In-N-Out Burger reading program "Feed Your Imagination" continued through March. This program encourages children to read by awarding a bookmark that can be redeemed for a burger, fries, and drink for each set of 5 books read. Children can earn up to three bookmarks each. Totals for the In-N-Out reading program will be given in the May board report, as the program ends April 8th.

Other Programs- In support of National Library Week (April 11 - 17), the library is sponsoring an on-line scavenger hunt for children Kindergarten through 8th grade. Each child who completes a scavenger hunt will receive a pencil as a prize, and will be entered in a prize drawing. Seven teen volunteers will be working in shifts from 3:00 p.m. until closing each day of the event to help children navigate the 'Net.

This year Placentia Library encouraged children to read and vote for their choices for this year's California Young Reader Medal. While only 42 children voted this year, next year I hope for a bigger turn out.

The Children's Librarian was involved in the PYLUSD Principal for a Day Program as Brookhaven Elementary's "principal". Hopefully this experience will provide opportunities for greater school and library involvement in the future.



TO: Elizabeth Minter, Library Director
FROM: Cheryl Willauer, Library Assistant
DATE: April 21, 1999
SUBJECT: **Publicity materials produced for March 1999**

Information on the Placentia Library cable channel #53:

1. Placentia Library Trustees
2. Library Hours
3. American Girl Tea
4. Apply for your passport at Placentia Library.
5. Literacy asking for volunteers to take the tutor training program
6. March Quotes
7. Find bargains at the Friends of Placentia Library bookstore
6. Access the Internet at the Library for free
8. Storytime and lapsit schedule for children
9. Afghan for sale at Circulation Desk
10. National Library Week Program – Monday, April 12

Newspaper articles published:

1. Council may tap reserves to add Library hours.
2. Author's Luncheon a Success.
3. So much history, so little room – Placentia History Room
4. Placentia Library Literacy Services
5. Library hours expansion at issue.
6. Life in Placentia: Connie Underhill donated her door prize winnings to Placentia Library.
7. City resume for Placentia
8. A county's novelist – T. Jefferson Parker
9. State moves toward virtual library – Library of California

pacific clippings

post office box 11789
santa ana, calif. 92711

Placentia News Weekly
MAR 4 - 1999

Council may tap reserves to add library hours

By Marcela Rojas
Placentia News-Times

City Councilman Norman Eckenrode suggested Friday that city reserves, which total \$3 million and gain \$210,000 in annual interest, could be tapped for expanding library hours.

The council's emergency contingency reserve holds \$1.6 million, set aside for disasters such as earthquakes or floods. It usually contains between \$600,000 and \$1.3 million and is intended to be kept at 10 percent of the city's general fund, Finance Director Howard Longballe said.

This year, for the first time in nearly a decade, the fund matched that figure. The city's general fund for 1998-99 is \$17 million.

The city has also started an economic stabilization reserve with more than \$1.3 million for emergency purposes such as a recession or tax revenue cut-backs.

Eckenrode said he thinks these funds could be tapped for the sev-

Please see **FINANCE/7**

FINANCE

FROM 3

eral hundred thousand dollars a library hour expansion might require. The matter could come under council consideration later this month.

pacific clippings

post office box 11789
santa ana, calif. 92711

The Register
Daily
MAR 9 1999

PLACENTIA 332

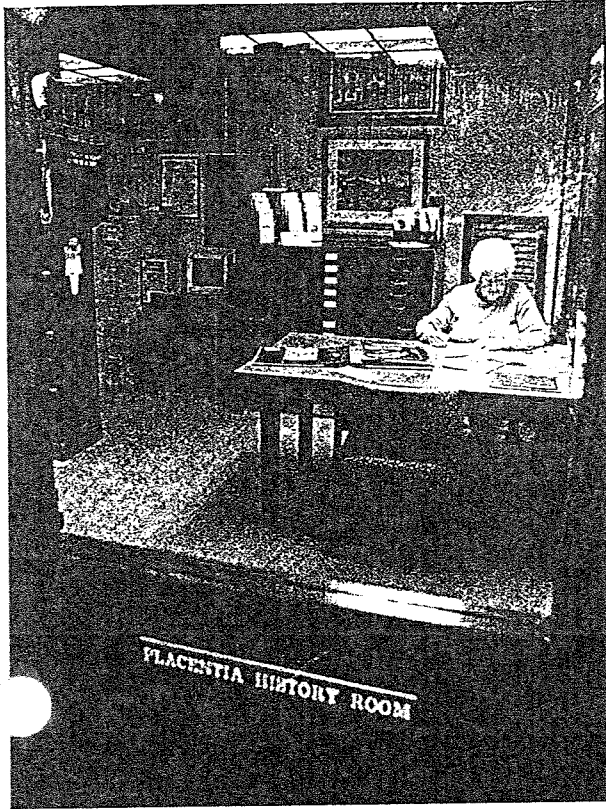
The Placentia Library raised more than \$10,500 at its author's luncheon Saturday. Proceeds from the annual fundraiser will benefit the library's book budget. Orange County-based author T. Jefferson Parker was on hand to discuss his six best-selling murder mysteries. Celebrity waiters, including the chief of police, school board president, city officials and library board trustees, collected \$3,905 in tips, which will be used to purchase books.

- Marcela Rojas
- (714) 704-3704

Typically, the funds are only used in emergencies.

Finance Services Manager Caroline Shu said \$321,000 in reserves was last used during the county's bankruptcy in June 1995 to replenish various funds. It was replaced in March 1996.

321,000



Stan Bird/Placentia News-Times

The library's history room is so small that three is definitely a crowd. The committee that operates it is hoping to receive funds to expand into an adjacent storage room, soon.

So much history, so little room

By Marcela Rojas
Placentia News-Times

Tucked behind the Placentia library's shelves of tomes and periodicals stands a 15-by-16-foot room rich with old photographs, maps, manuscripts, high school yearbooks, oral histories and artifacts.

The library's historical reference room is a small window to Placentia's past.

Too small, say the three organizers, who would like some city money to knock down a wall and expand it into an adjacent storage room.

"If the three of us are in there working, it's barely big enough," Placentia Historical Committee member Marie Schmidt said. "When a patron comes in, then one of us has to leave."

So Schmidt, fellow committee member Pat Jertberger and library board liaison Pat Irot hope to win some support from city leaders who are considering footing the bill for longer library hours.

"I think it's a low-cost endeavor that we could help them out with," Councilman Michael Maertzweiler said.

"I think it's a great idea," Councilman Norman Eckenrode added. "We're one of the oldest incorporated cities in Orange County. There's a lot of history around us,"

Irot said the existing room, with its two large bookshelves, a glass showcase and a table with one computer, would be used as a reading and research room.

She said the storage room would have a video viewing area and four computer workstations.

Irot said the computers are needed so patrons can view material while historical committee members archive files.

First, Irot and the others must develop a cost estimate for expanding the room and adding the new equipment.

Yearbooks, citrus labels and more local history

A glimpse into the historical rooms collection since 1978.

*Collection of High School year-books from El Dorado and Valencia. Includes first annual for Valencia High School which had just one graduate in 1933.

*Photo collection of founding families, early businesses and agriculture.

*Citrus industry packing label collection, plus written history of Placentia packing houses.

*Samuel Kraemer collection includes maps, business/financial records and letters.

*Artifacts --barbed wire collection from Chapman Ranch and others, cannon ball from the Portola Expedition, adobe blocks from Ontiveros Rancho, (the first permanent home in the area), packing house equipment, leather panels burned with the Yorba brands.

*Oral histories of prominent figures prepared, printed and bound by the city's historical committee.

*Local author's books.

*Memorabilia from local organizations including the Women's Roundtable Club, library, PTA, Key Ranch and others.

*Memorabilia from the 1932 Los Angeles Olympics.

*Original history of school district.

Persons with historical materials may donate them to the History Room by an outright gift of the material or a loan for reproduction and return. Contact Julie Shook, reference librarian, at 528-1906 ext. 206.

pacific clippings

post office box 11789
santa ana, calif. 92711

Los Angeles Times
OC Edition MAR 9 1999
Daily

334 Placentia Library Literacy Services. Tutors are needed to help adults improve reading and

writing skills. Katie Matas. (714) 524-8408.

pacific clippings

post office box 11789
santa ana, calif. 92711

Los Angeles Times
OC Edition MAR 19 1999
Daily

PLACENTIA 332

Council members on Tuesday unanimously approved a \$3,857 insurance payment on the historic Bradford House, 136 Palm Circle. The city is responsible for maintaining the structure, Mayor Constance Underhill said.

—Crystal Carreon, (714) 966-7335

Friends Library hours expansion at issue

By Marcela Rojas
Placentia News-Times

It is not uncommon to see kids peering through the darkened glass door to the Placentia library. Just wander by on almost any Friday and Saturday or Thursday and Sunday evenings.

"My daughter likes to come here to do her homework," library patron Scott Beard said Monday.

"Sometimes she needs to do research on the weekend and the library is closed. We're forced to go to the Anaheim or Fullerton libraries and that's a real burden."

Now, City Council members are looking at how they can ease that burden. They are seeking ways to help the library expand from 39 to 65 hours a week.

In a Feb. 2 study session, council members explored providing financial aid and launching joint projects.

The council and library will meet at the end of March to discuss an action plan, City Administrator Bob D'Amato said.

To operate 65 hours a week, the library would need to add

\$318,000 to its \$1.4 million budget, Library Director Elizabeth Minter said.

Councilman Norman Eckenrode said the city should give the library the money.

"We have \$3 million in surplus funds. We should either invest in the community or return the money to taxpayers," he said.

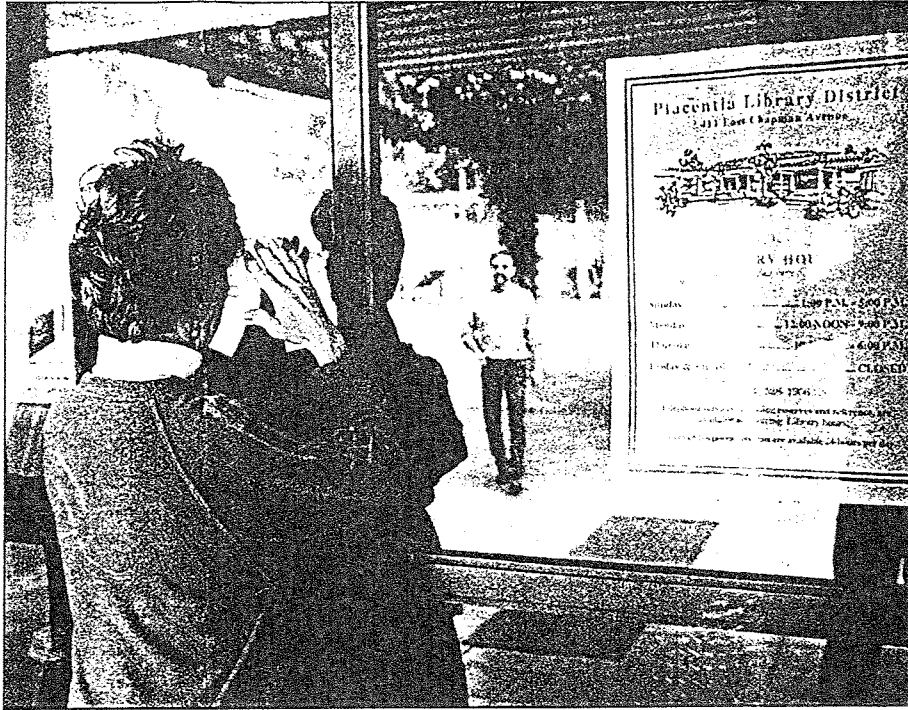
"The library is the pillar of our community. We should do what

we can to help them."

The surplus Eckenrode identifies is in the city's reserve accounts. They include \$1.6 million for emergencies and \$1.3 for economic ups and downs.

Plus, he anticipates state sales taxes and other tax revenue will exceed this year's expectations, swelling city coffers by as much as another \$1 million.

Please see LIBRARY.7



Stan Bird/Placentia News-Times

Library patrons are often disappointed when they find the the building closed. Here one woman peers inside as a man (reflected in the glass) approaches. The hours are posted on the door.

Library Hours:

SUNDAY: 1 p.m. to 5 p.m.

MONDAY-WEDNESDAY:
12 p.m. to 9 p.m.

THURSDAY: 10 a.m. to 6 p.m.

FRIDAY-SATURDAY: Closed

LIBRARY

FROM 3

D'Amato said even if money is taken from the reserves, for a one-time hours expansion, the city would need to find a way to ensure ongoing funding that won't be endangered by future budget shortfalls.

The library is operated as a special district governed by five elected trustees, each elected to a four-year term. The library district was formed before either the city or the county was incorporated, said Pat Irot, board liaison.

Library hours were reduced in 1992, when state legislation shifted property tax revenues away

from special districts and other agencies and put them in an education fund.

At the time, the library's book budget dropped from \$150,000 to \$28,000 and staff was cut from 24 to 12.

Staff levels have since risen, and the book budget is recovering, too. This year, it hit \$60,000, thanks to new fund-raising pro-

grams and enterprises.

Councilwoman Maria Moreno said there might be more creative ways the city could help the library. She has joined the city's grant-writing committee to help the library get additional funding.

"I'm very interested in helping the library but we need a second study session to take a realistic

look at what the library needs and what the city has," she said.

Minter said she is also looking into joint projects with the city to curb costs. One idea is for the library to work with the city's recreation department to hold storytime hours at the community centers at times when the library is closed. Other alternatives are also being explored.

Life in Placentia: mmmmmm! How sweet it is

ONLY THE BEST WILL DO! Now that I'm over 50 I'm not going to eat cheap chocolate candy. It's the real stuff or nothing at

all! No more emulsified soy-bean oil, soya lecthin concoction stirred up by some chemist, approved by the FDA and sold by

a profit-margin-bottom-line company. I want "leisure" chocolate. Leisure chocolate candy is the yummie stuff we

slowly savor and delicately nibble — preferably when there is no one else in the house! Leisure chocolate is the stuff I give

cruise, and (sweet) desserts. March 27 is the date, please call "Lucky" Carol, at 792-0998, at Travel in Style. And if you really feel lucky, get that Cash Bash ticket and make travel reservations.

How sweet it is! Samantha A. Thomas was named to the Washington State University President's Honor Roll by earning a grade point average of 3.75.

Sending birthday wishes to Alta West, Jim Bardwell, and Danika Underhill. Also to Andrea Ortega, Betty Rainwater (doesn't she have a great name?), George Nichols, Paul Sahr, Mimi Hill, Janie Ramey, Sandy Perkins, Jewel McElhiney, Leo Flavell, Geri Goodan, and Lillian Davis. Jim Selvius is Placentia Rotary's newest member.

The donning of the white coat is the milestone for students on their journey to become healers. University of Minnesota student Niles M. Roberts received his recently as he began his four-year medical school education.

Happy Birth Day to Diann Nicole Lentini. Proud parents are Placentia Police Officer Kory Lentini and his wife, April.

SWEET NEWS: Officers Larry Worden and Mike Roach are both steadily improving.



my mechanic when he gets my car to pass THE smog test. Yep, you betcha, I do!

MORE SWEET STUFF: Her honor the mayor, Connie Underhill, donated door prize winnings of \$250 to the Placentia Library. I'm going to have her go "in" with me and split the cost of the Rotary Cash Bash \$100 ticket. Only 250 will be sold, and one ticket will win \$10,000!

For \$15 all we can eat BBQ chicken and ribs, enjoy a silent auction, entertainment, drawing for a four day Mexican

CITY RESUME

STATISTICS

Population	47,150*
Median income	\$50,945
People under age 18	26%
Percent unmarried	33%

* 1998 estimate
Some data from 1990 Census and Dataquick Information Systems.

BUSINESSES*

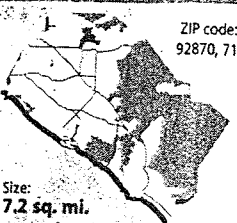
Total	629
Total as a percent of county	0.8%
Total employed	9,189
Employed as a percent of total county	0.8%

Top 5 private employers

Placentia Linda Hospital	400
Knott's Berry Farm Foods	250
Hartwell Corp.	240
Microdot-Division Kaynar Technologies Inc.	190
McMullen & Argus Publishing Inc.	150

*Some information is based on ZIP code boundaries.

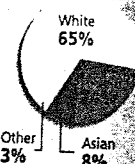
PLACENTIA



HOUSING

Median home price	\$220,000
Average apartment rent	\$912
Housing units	13,361
Housing vacancy	2.61%
People per household	3.22

DEMOGRAPHICS



TOP THREE MAJOR BUSINESS ACTIVITIES

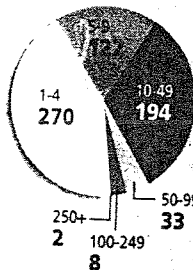
	No. of firms	Percent
Retail trade	125	19.9%
Wholesale trade	101	16.1
Services: Hotels, personal, business	101	16.1

FIRM TYPE

Single location	444
Headquarters	42
Franchises	19
Divisions	12
Branches	112

FIRM SIZE

By number of employees



TAXABLE SALES

\$308 million in 1996, up 11 percent from 1995.

BUSINESS LICENSE FEES

For a new retail, wholesale or service business license, the flat fee is \$33, good until the end of the calendar year. For general contractors, it's \$105; subcontractors, \$60, both good for a 12-month period. For professional businesses, the fee is \$60 per professional, \$13 per non-professional in the company and good for the fiscal year (July 1 to June 30).

SPECIAL BUSINESS AREAS

For retail areas you'll find:
• Placida Santa Fe, at Santa Fe Street and Bradford Avenue.
• There are some major retail centers along Yorba Linda Boulevard.
Industrial areas can be found in southern Placentia.

ITEMS OF INTEREST

Early Spanish settlers called the area "peor que nada," meaning "worse than nothing." The word "Placentia" could be a derivative of a Spanish word meaning "pleasure" or "pleasant." The city says the name means "pleasant place." The city hosts its annual Festival of Arts and Cultures Street Faire in August and Heritage Days Festival and Parade in October.

TELEPHONE

INFOSTORE: Register InfoStore sells City Resumes for incorporated Orange County cities. Individual resumes are \$5. A package of all cities is \$25. Call (714) 565-5077 to order.

City Hall: 401 E. Chapman Ave. (714) 993-8117	Electricity: So. California Edison Co. (800) 655-4555
Chamber of Commerce: 201 E. Yorba Linda Blvd., C ... (714) 528-1873	Gas: So. California Gas Co. (800) 427-2000
Telephone: Pacific Bell (800) 750-2355	Water: So. California Water Co. (714) 528-1462 Yorba Linda Water District ... (714) 777-3018
	Trash: Placentia Disposal (714) 238-3300

Some business data provided by Inside Prospects, Newport Beach, (949) 660-7777, Web site: www.inside-prospects.com

Compiled by Laura Czingula

The Orange County Register

332 A COUNTY'S NOVELIST

T. Jefferson Parker, author of works set in Orange County, is to appear at event in Placentia on Saturday

By Marcela Rojas
Northern Lights

Bestselling author T. Jefferson Parker has a simple formula for writing a good murder mystery: "In the end, the good guy, although left with a wobbly head, is gonna win; the bad guy's gonna lose."

Parker, 45, has been writing thrillers for 20 years, including "Laguna Heat," "Little Saigon," "Pacific Beat," "Summer of Fear," "The Triggerman's Dance" and "Where Serpents Lie"; each offers a slice of Orange County lifestyle and its settings.

His seventh book, "The Blue Hour," due out in May, explores the dynamics between a veteran policeman and a rookie trying to nab a kidnapper of women from a local mall. The book, he said, is rich in Orange County history.

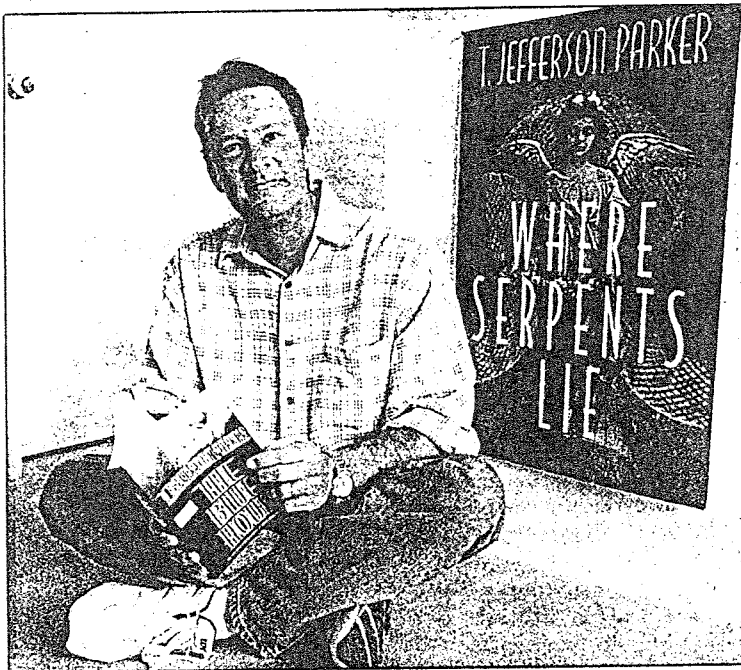
The Laguna Beach-based author said Orange County is something of a character in his books; they track the county's ups and downs, its foibles and romantic allure.

"The longer you stay here, the more interesting it becomes," said Parker.

Born in Los Angeles, Parker was raised in Tustin. He remembers his growing years fondly: There were less tract homes, more orange trees and no toll roads.

"It was a much more aromatic place," he recalled.

Now, with increasing population, rapid development of hous-



T. Jefferson Parker, author of books with Orange County settings and themes, is shown at left with a copy of his seventh book, 'The Blue Hour,' which is due for public release in May, and below at his computer. 'I base my books here because I think Orange County is interesting to write about and I know it pretty well. Those are good enough reasons for me,' said Parker.

Jack E. Hancock/
Northern Lights

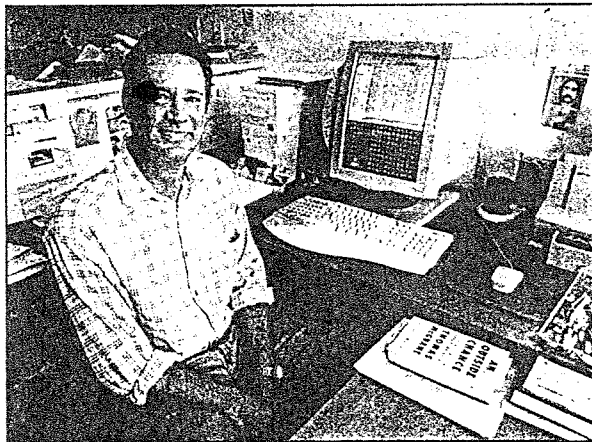
ing tracts and a maze of highway construction, Parker has found the perfect haven for his haunting novels.

"Orange County is no longer a sleepy bedroom community. There's more going on, more crime. The urban realities are upon us," he reflected.

While he writes from his own imagination for 40 hours a week, Parker admits his inventions are products of his world.

"I base my books here because I think Orange County is interesting to write about and I know it pretty well. Those are good enough reasons for me," said Parker, smiling.

His first book, "Laguna Heat," written on evenings and weekends while he worked as a



COUNTY'S

FROM 22

four weeks on the L. A. Times bestseller list.

Reflecting on the progression of his six works of fiction, Parker said that when he started writing he would spontaneously "bird-dog" his emotions through 500 pages. Now, he resorts to a more conventional way of writing, outlining a story before committing it to paper.

"There's something to be said about the exploration of a feeling and the execution of an outline," he said. "The first way is riskier, less conventional." He added that preparing an outline makes it a little easier to focus, but both methods will always lead to a very improvisational product.

As an English major at University of California, Irvine, Parker took a lot of poetry writing classes but never bothered with any other creative writing seminars. He would rather have spent the time reading a good book than sharing his stories with other students.

Displayed on his coffee table are works of Mark Twain, Pablo Neruda, Norman Mailer and John LeScroart.

"I have to have a good book by my side at all times. They are timeless and endlessly inspirational," sighed Parker.

Parker's primary motivation for becoming a writer was to create something beautiful. "Good writing is almost sacred to me," he said.

He chose the murder-mystery genre because it deals with the dichotomy of "good and evil,

love and hate, loyalty and vengeance ...," giving him a large canvas on which to display these qualities graphically.

When he isn't writing to meet his goal of seven pages a day, Parker spends time playing tennis, hiking, bird hunting with his three dogs and scuba diving. He is married and has a seven-year-old stepson and six-month-old son.

On Saturday, Parker will participate in the Placentia Library Author's Luncheon for discussion of his works. The event will take place at 11:30 a.m. at Alta Vista Country Club, 777 Alta Vista St. Tickets are \$30 and will benefit the library's book budget.

"I never plan for these talks," said Parker. "I just go in there and talk about me and my books. That shouldn't be too hard."

journalist for the Newport Ensign and Daily Pilot, is set — appropriately — in Laguna Beach.

Published in 1985, the paperback explores the relationship between a father and son investigating a murder. The book made the New York Times bestseller list in 1986 and was developed into an HBO movie starring Harry Hamlin, Jason Robards and Rip Torn.

His second book, "Little Saigon," set in Westminster and Garden Grove, trails the agencies of exile and political unrest in the Vietnamese community there.

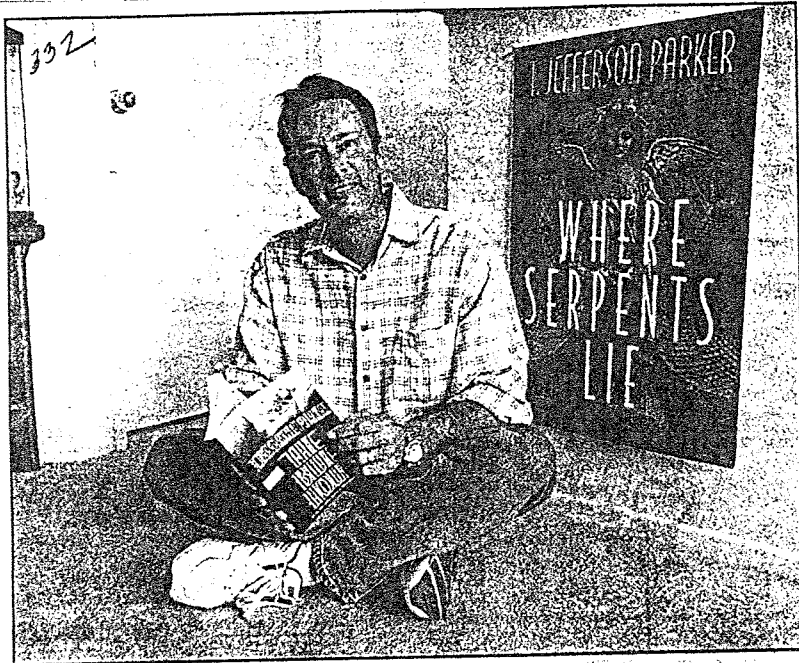
Interestingly, an exchange he witnessed between a Vietnamese clerk and a soldier at a Costa Mesa liquor store provided inspiration for his second novel. The soldier walked up to the counter and without a word, the Vietnamese woman handed him a pack of Lucky Strikes. "How did you know that I wanted that?," questioned the perplexed soldier.

"When I saw that, it called up in me a strong emotion," said Parker. "For me, writing a novel is figuring out why I feel the way I feel." Following the encounter, Parker quickly retreated to his Laguna Hills office and began to type.

Set in Newport Beach, Parker's third novel, "Pacific Beat," deals with bay pollution, avarice of big business and a former sheriff's department investigator seeking his sister's murderer.

Parker's books have been hailed by the Los Angeles Times, the New York Times and Washington Post. His writing has been called "potent and irresistible" (L. A. Times) and "resonant, literate and powerful" (Kirkus). His latest book, "Where Serpents Lie," spent

Please see COUNTY'S/23



ORANGE-
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Parker, author
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Orange County
settings and
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shown at left
with a copy of
his seventh
book, 'The Blue
Hour,' which is
due for public
release in May.

JACK E.
HANCOCK/
Fullerton
News Tribune

A COUNTY'S NOVELIST

T. Jefferson Parker,
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By MARCELA ROJAS
Fullerton News Tribune

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State Moves Toward Virtual Library

■ **Information technology:** A search and sharing network for 8,000 institutions to get start with expanded access to databases.

By AMY PYLE
TIMES STAFF WRITER 332

SACRAMENTO—In the biggest boon for bibliophiles since the County Library Act of 1911, California has embarked on the creation of a virtual library.

Called the Library of California, it is

envisioned as a high-technology search and sharing network for all 8,000 public and private libraries in California—a sort of Amazon.com for 170 million library books.

Eventually, it will link the neighborhood branch library with such far-flung sources as the California School of Professional Psychology in Fresno, the Monterey Bay Aquarium and a San Diego biotechnology firm.

It may take decades for people to be able to use the system through personal computers in homes or offices, but public library patrons will get their first glimpse

of the future this year through expanded access to databases.

Within two years, some regional search networks are expected to be up and whirring.

That contrasts with reality in most community libraries now, where books may be routinely shared within counties. But gaining access to collections at all 1,000 city and county libraries requires persistence and patience. Even state Librarian Kevin Starr recently waited six weeks for a biography to travel 90 miles.

"We haven't had a really good feel for
Please see LIBRARIES, A16

LIBRARIES: State Setting Up Online Link

Continued from A3

what is out there," said Barbara Will, who signed on as network coordinator for the statewide project more than a decade ago and spent her first six months visiting libraries around California.

Will said that when local librarians break the news that a certain book cannot be obtained, often "a library two counties away has it and we just didn't know it."

By extending its tendrils into university, high school, hospital and even corporate libraries, the statewide network would go much farther.

Will helped launch a precursor project in New Jersey in the mid-1980s that gained acclaim, although she acknowledges that the relative size of the two states makes the comparison imperfect.

Legislature Has Yet to Commit Funding

There is a price to be paid for such broad access to the printed word. The Legislature must be persuaded to increase the \$5 million in seed money allocated this year to the \$100 million a year it could cost to actually run the system.

Starr shudders at mere mention of that sum, but remains confident the state will not turn back now.

"We'll earn it very slowly," he said. "If we'd known what the California freeway system would cost when we built the Pasadena Freeway in 1940, we never would've built the Pasadena Freeway."

Consider the unpromising start for the Library of California back in 1985: The state library invited 100 librarians to Pomona to plan a statewide network. Participants were so unconvinced of the value of such a pursuit that the conference agenda had to be thrown out the first day in favor of a debate over whether a network should be created at all.

Ultimately the Pomona conferees agreed to pursue the network, but it

took the collaboration of 2,000 librarians over the course of a decade for a proposal to be drafted.

State Sen. Dede Alpert (D-Coronado) picked up the cause last year, pushing through the Library of California Act that became law in January, which was supported by all but a handful of fiscal conservatives.

It committed the state to spend \$5 million this year and \$10 million next year, but clearly explained that commitment would increase to \$50 million in five years and double that later on.

Alpert said she took on the bill because of her belief that libraries must keep up with the technology explosion as a means of bridging the gap between technological haves and have-nots.

"This means, no matter where you live or where you are in California, no matter how poor or how isolated, you will have access to the same information," she said.

Nearly half of Californians visit public libraries regularly, according to a state library survey; Southern California libraries get the most traffic.

This year the Library of California emphasis is on a few pilot projects meant to show the Legislature that the system will work. One will give public libraries access to such databases as online encyclopedias and newspapers.

The next step will be developing a statewide search engine and making sure all libraries have the technology to use it. Then a cyberspace reference desk will be created where librarians around the state can sleuth for answers to online queries.

Even though increasing amounts of information will be available online, the core of the Library of California will remain books, for the near future. That means setting up a system to move those books around the state quickly.

Starr envisions becoming "a very good client of Federal Express," or perhaps to start a less expensive dedicated express mail system for

books.

Participation in the Library of California is voluntary—although in order to borrow, libraries must share and promise not to cut their book budgets, so it remains to be seen who will sign on.

Research Libraries Fear Being Overrun

For rural and other small libraries, the advantages are obvious; for large university libraries, less so. Meanwhile, some libraries, especially specialized research facilities, fear they will be overrun by book seekers who find online that the books they want are housed there.

"There's a tremendous strain on the libraries already," said Beryl Glitz, associate director of UCLA's Biomedical Library. When more people use a library, books don't "last as long, things get stolen, they get mutilated, you have more people pulling things off the shelves and then they're not there when the primary users come in and need them."

To address that, the state intends to require that library patrons—online or in person—check with their local libraries first.

Incentives for libraries are to include reimbursement for books loaned and access to state grants for "digitizing" historic documents—the latest wave of preservation, in which originals are scanned into computers.

A similar scanning system could also be used to provide library patrons with portions of books electronically, so that the books would not always have to be dispatched.

When Alpert's bill was pending, she heard a plaintive cry from librarians, who were worried that the network could make libraries, and books, defunct.

"For the next century, at least, we're still going to have physical movement of books," Will said. "'Moby Dick' is on the Internet, but who wants to read it that way?"

TO: Elizabeth Minter, Library Director
FROM: Katie Matas, Literacy Coordinator *KLM*
DATE: April 21, 1999
SUBJECT: **Placentia Library Literacy Services Report for the month of March**

Program Statistics

Active tutors: 43
Active students: 45
Students waiting to be matched: 18
Percentage of tutors reporting (March hours): 86%
Tutoring hours reported: 272
Other volunteer hours reported: 75
Total volunteer hours: 347

Tutor Training. A three hour supplemental workshop for all tutors working with students learning English as a Second Language was held March 2, 1999. Seventeen tutors attended.

Author's Brunch. Rotary Club of Placentia again hosted a table for volunteers. Four tutors were able to attend the event for free.

Conversation Groups. Twice-weekly conversation groups for adults who wish to improve their English conversation skills resumed this month and will meet on Sundays and Tuesdays through May 23, 1999.

Southern California Library Literacy Network (SCLLN). The March 18, 1999 meeting of SCLLN was held in San Diego and was attended by Literacy Coordinator Matas.



SAFETY COMMITTEE MEETING
MARCH 31, 1999
MINUTES

- I. Call to Order: 11:35 P.M.
- II. Members Attending: Wendy Goodson
Esther Guzman
Katie Matas
Cindy McClain
Cyrise Smith
- III. Old Business
1. A letter was sent to the Special Districts Workers Compensation Authority updating the names of the Safety Officer and Designated Person to Cyrise Smith and Wendy Goodson.
 2. There has been no more evidence of rats observed by staff.
- IV. New Business
1. The yearly servicing of the fire extinguishers was completed.

The next meeting will be April 28, 1999 at 11:30 A.M.

Respectfully submitted,



Katie Matas



TO: Library Board of Trustees
 FROM: Julie Shook and Wendy Goodson, Staff
 DATE: April 21, 1999
 SUBJECT: Report on Y2K Preparations for MARCH, 1999

Project – Julie Shook	Status/Scheduled
LAN Management System/Software	Not yet scheduled
LAN Workstations	Not yet scheduled
XCP Program	Not yet scheduled
XCP Equipment	Not yet scheduled
Ameritech System	Not yet scheduled
Internet Service Provider	Not yet scheduled
ISDN Service Provider	Not yet scheduled

Project – Wendy Goodson	Status/Scheduled
Banks	No response
Payroll Contractor/Software	Compliant
Utilities	No response
Fire Alarm System	Not yet scheduled
Ventura	Not yet scheduled
Office 97	Not yet scheduled
Telephone System	Not yet scheduled
Voicemail System	Not yet scheduled
Emergency Planning	EOC contacted

Prepared by: Wendy Goodson

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. Report on actions taken since the February 24, 1999 meeting. (Minter)
6. Report from Coffee Service Task Force. (Minter, Smith & Shkoler)
7. Report from Entry Way Task Force. (Ammar, Burkich, Masters & Wood)
8. Report from Signage Task Force. (Smith, Stark, Willauer)
9. Report from Window Treatment Task Force. (Minter, Shkoler, Wood)
6. Develop recommendations for the Library Board.
7. Set date, time and agenda topics for next Ad Hoc Committee meeting (May 25th is the 4th Wednesday).

ADJOURNMENT

8. Review of Action Items.

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

9. Adjourn

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

I, Wendy Goodson, Administrative Assistant for Placentia Library District, hereby certify that the Agenda for the April 28, 1999, Regular Meeting of the Library Board of Trustees of the Placentia Library District was posted on Thursday, April 15, 1999.



PLACENTIA LIBRARY SEISMIC SAFETY STRUCTURE IMPROVEMENTS

I. Purpose- strengthen the structure to resist seismic movement to protect lives and property. Latest building codes are much more stringent than codes used when building was constructed. Grant funding is available to assist with the needed work, generally a 25% local matching funding ratio is required by FEMA or OES.

II. Funding- City applied for federal and state funding for City Fire Stations, City Hall, Corporation Yard (and Library per Board's previous approval.) We have received approval for the library portion of the work --\$47,172 has been reserved by FEMA/OES.

III. Current Status-A preliminary seismic evaluation has been completed by our engineering consultants and they have identified a series of improvements that will greatly upgrade and improve the library's seismic safety:

- A. Roof connection improvements-large elevated roof over book checkout and back work room.
- B. Roof to wall connection improvements.
- C. Suspended ceiling bracing.

IV. Cost estimate- \$35,482 is the engineers estimate for the above construction work to be completed. The library would be responsible for 25% of the construction costs or approximately \$8870.50. In addition, the preparation of construction plans and specifications will cost approximately \$9000.00. We believe \$3000 to \$5000 may be reimbursable. We are working out these details still.

V. Schedule- Subject to Board Approval, we will direct the engineering team to begin to prepare the plans (3-month process).
Construction -- if packaged with City project: 2000-2001 fiscal year.

