

REGULAR MEETING  
PLACENTIA LIBRARY DISTRICT  
BOARD OF TRUSTEES  
7:30 P.M.  
May 17, 1993

1. Roll Call: Administrative Assistant

*7:35 pm*

2. Adoption of Agenda.

Presentation: Library Director  
Recommendation: Adopt by Motion

*A*

3. Minutes of the April 19, 1993, Regular Meeting.

*- defer to June*

Presentation: Library Director  
Recommendation: Approve by Motion

*Evans / Schick*

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.

5. Board President's Report.

Presentation: Library Board President

*habbying activities*

6. Literacy Volunteers of America Board Report.

Presentation: Library Board President

7. Friends of the Library Report.

Presentation: Library Director

8. Santiago Library System Advisory Board Report

Presentation: Library Director

**CLAIMS (Items 9-11)**

Presentation: Library Director  
Recommendation: Approve by Motion

Items 9-11 may be considered together as one motion to approve the Claims. Items may be removed for individual consideration before the Claims are adopted. Items removed must then each have a separate motion.

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

There were no Nonstandard Claims for this report period.

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

Claims forwarded by the Library Director for \$7,299.99.

11. Current Claims and Payroll. (Approve)

Current Claims of \$23,041.59. Payrolls 3023 and 3024 for a cumulative payroll total of \$47,100.00. Combined total of Current Claims and Payroll of \$70,141.59.

**FINANCIAL REPORT (Items 12-15)**

Presentation: Library Director  
Recommendation: Approve by Motion

Items 12-15 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 Report for April, 1993. (Receive & File)

13. Office General Ledger & Check Registers for April, 1993. (Receive & File)

14. Overdue Collection Report for April, 1993. (Receive & File)

15. Vending Machine Report for April, 1993. (Receive & File)

**GENERAL CONSENT CALENDAR (Items 16-20)**

Presentation: Library Director  
Recommendation: Approve by Motion

*Excess/Strike*

Items 16-20 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.

16. Circulation Report for April, 1993. (Receive & File)  
17. Volunteer Report for April, 1993. (Receive & File)  
18. Building Maintenance Report for April, 1993. (Receive & File)  
19. Personnel Report for April, 1993. (Receive, File, and Ratify Appointments)  
20. Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority. (Receive & File)

**CONTINUING BUSINESS**

*Staff Report - Strike/Excess*

21. FY1992-1993 Budget

Presentation: Library Director  
Recommendation: Review Legislative Alerts for 1993-1994 State Budget; Review Preliminary Budget for FY1993-1994; Authorize Layoff Notices and Reduction in Hours of Service for FY1993-1994; Authorize Use of Services of Bruce Blanning, Blanning and Baker Associates, for Management of Implementation of Layoff Procedures; and Determine Direction for May/June Activities.

22. Special District Augmentation Fund Application for 1993-1994.

Presentation: Library Director  
Recommendation: Adopt Resolution 93-2 authorizing District participation in the Orange County Special District Augmentation Fund Selection Committee.

NEW BUSINESS

23 Placentia Library District's 75th Anniversary Celebration

*Funds solicited  
Heritage Days.*

Presentation: Principal Librarian  
Recommendation: Give staff direction on type of activities desired.

24. Award Contract for Vision Services for 1993-1994.

Presentation: Library Director  
Recommendation: Award contract to Vision Services Plan.

STAFF REPORTS

*Rt F  
Evan  
Stack*

- 25. Program Report for the Month of April, 1993. (Program Committee)
- 26. Placentia Library Literacy Services Report. (Daniels)
- 27. Family Literacy Project Report. (Joseph)
- 28. Publicity Materials produced for the month of April, 1993. (Cushing)
- 29. Americans With Disabilities Act Compliance Report. (Addotta and Ammar)
- 30. Santiago Library System Report. (Minter)

ADJOURNMENT

- 31. Agenda Preparation for June 21, 1993, Regular Meeting.
- 32. Adjourn.

*{ Private Funds / Lic Same  
Foundation Meetg.*

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

I, Charlene Dumitru, Administrative Assistant for the Placentia Library District, hereby certify that the Agenda for the May 17, 1993, Regular Meeting of the Library Board of Trustees of the Placentia Library District was posted on Wednesday, May 11, 1993.

*Charlene Dumitru*

### CALENDAR FOR LIBRARY BOARD OF TRUSTEES

May 18 (Tues)	Reception at Buena Park Library for Supervisor Steiner, 5:30 P.M.
May 24-25	CSDA Legislative Days, Sacramento (Dinsmore, Stark, Shkoler & Minter)
Jun 1 (Tues)	Friends Board Meeting, 7:00 P.M. (Stark)
Jun 17 (Thur)	Blood Drive
	LVA Placentia Board Meeting, 6:30 P.M. (Dinsmore)
Jun 18 (Fri)	Staff Appreciation Dinner at home of Sandra Stark, 6:30 P.M.
Jun 21 (Mon)	Board of Trustees Meeting, 7:30 P.M.
Jun 22 (Tues)	LVA Placentia Board Meeting, 6:30 P.M. (Dinsmore)
Jun 24-30	American Library Association Annual Conference, New Orleans
Jul 19 (Mon)	Board of Trustees Meeting, 7:30 P.M.
Aug 16 (Mon)	Board of Trustees Meeting, 7:30 P.M.
Sep 7 (Tues)	Friends Board Meeting, 7:00 P.M. (Shkoler)
Sep 9 (Thur)	LVA Annual Meeting and Recognition Ceremony
Sep 20 (Mon)	Board of Trustees Meeting, 7:30 P.M.
Sep 22-24	CSDA Annual Conference, Lake Tahoe
Oct 5 (Tues)	Friends Board Meeting, 7:00 P.M. (Dinsmore)
Oct 18 (Mon)	Board of Trustees Meeting, 7:30 P.M.
Nov 2 (Tues)	Friends Board Meeting, 7:00 P.M. (West)
Nov 5-7	Friends Book Sale
Nov 13-16	CLA Annual Conference, Oakland
Nov 15 (Mon)	Board of Trustees Meeting, 7:30 P.M.
Nov 12 (Fri)	Camp Library
Dec 7 (Tues)	Friends Board Meeting, 7:00 P.M. (Evans)
Dec 13 (Mon)	Literacy Services Christmas Party, 6:00 P.M.
Dec 20 (Mon)	Board of Trustees Meeting, 7:30 P.M.



MINUTES  
PLACENTIA LIBRARY DISTRICT  
BOARD OF TRUSTEES  
APRIL 19, 1993

**CALL TO ORDER**      The Regular Meeting of the Placentia Library District Board of Trustees was called to order on April 19, 1993, at 7:38 P.M. by President Peggy Dinsmore.

**ROLL CALL**            **Members Present:** President Peggy Dinsmore; Secretary Sandra Stark; Trustees Ray Evans, and Fred West; and Library Director Elizabeth Minter.

**Members Absent:** Trustee Al Shkoler

**Others Present:** Assistant Library Director Sal Addotta and Administrative Assistant Charlene Dumitru.

**ADOPTION OF AGENDA**      It was moved by Trustee West, seconded by Trustee Evans to adopt the Agenda as presented.

AYES:            Dinsmore, Stark, Evans, West  
NOES:            None  
ABSTAIN:        None  
ABSENT:         Shkoler

**MINUTES**             It was moved by Trustee Shkoler, seconded by Trustee Evans to approve the Minutes of the Regular Meeting of the Board of Trustees of March 15, 1993 as presented.

**ORAL COMMUNICATIONS**      AYES:            Dinsmore, Stark, Evans, West  
NOES:            None  
ABSTAIN:        None  
ABSENT:         Shkoler

No members of the public were present to address the board at this time.

BOARD  
PRESIDENT'S  
REPORT

President Dinsmore suggested that in the interest of time she would omit the President's Report at this meeting.

LITERACY  
VOLUNTEERS OF  
AMERICA REPORT

President Dinsmore reported that a special meeting of Library Volunteers of America would be held on May 10, 1993 for the purpose of discussing where LVA is going during the next year in light of the current fiscal crisis. Trustees are encouraged to attend this meeting.

FRIENDS OF THE  
LIBRARY REPORT

Trustee Fred West thanked the Friends of the Library for their donation of \$1,000.00 to the Director's Fund.

FINANCIAL  
CLAIMS

It was moved by Trustee West, seconded by Trustee Evans to approve Agenda Items 8 through 10: Nonstandard Claims; Claims forwarded by the Library Director in the amount of \$5,939.15; and Current Claims and Payroll in the amount of \$130,308.38, as presented.

AYES: Dinsmore, Evans, West  
NOES: Stark  
ABSTAIN: None  
ABSENT: Shkoler

FINANCIAL  
REPORT

It was moved by Trustee Evans, seconded by Trustee West to receive and file Agenda Items 11 through 14: Financial Report for March, 1993; Office Ledger and Check Registers for March, 1993; Overdue Collections Report for March, 1993; and Vending Machine Report for March, 1993 as presented.

AYES: Dinsmore, Stark, Evans, West  
NOES: None  
ABSTAIN: None  
ABSENT: Shkoler



**GENERAL  
CONSENT  
CALENDAR**

It was agreed to delete Agenda Item 19, Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority, from the General Consent Calendar.

It was moved by Trustee West, seconded by Trustee Evans to approve, receive and file Agenda Items 15-18 and 20-22a: Circulation Report for March, 1993; Volunteer Report for March, 1993; Building Maintenance Report for March, 1993; Personnel Report for March, 1993; Transmittal of Placentia History Collection Policy as adopted by the Library Board of Trustees, March 15, 1993; Waiver of security for funds on deposit with Landmark Bank and approval of Contract of deposit of Moneys effective January 20, 1993; submission of application for Fiscal Year 1993-1994 Families for Literacy Grant to the State Library of California; approval of awards for the "Libraries Change Lives" contest.

AYES: Dinsmore, Stark, Evans, West  
NOES: None  
ABSTAIN: None  
ABSENT: Shkoler

**BUDGET  
FY1992-93**

It was moved by Trustee West, seconded by Trustee Evans to read Resolution 93-1 by title only.

AYES: Dinsmore, Stark, Evans, West  
NOES: None  
ABSTAIN: None  
ABSENT: Shkoler

It was moved by Sandra Stark to adopt Resolution 93-1: A Resolution of the Board of Trustees of the Placentia Library District of Orange County to endorse and support the passage of SB 566 by the legislature of the State of California. Resolution 93-1 was adopted by role call vote:

AYES: Dinsmore, Stark, Evans  
NOES: West  
ABSTAIN: None  
ABSENT: Shkoler

**STAFF  
APPRECIATION  
DINNER**

It was agreed to change the date of the Staff Appreciation Dinner to Friday, June 18, 1993.

**SUBMISSION OF  
APPLICATION  
FOR A LSCA  
TITLE II GRANT  
FOR DISABLED  
ACCESS  
REMODELING OF  
MAIN LIBRARY**

It was moved by Trustee West, seconded by Trustee Evans to approve submission of the Application for Library Services and Construction Act (LSCA) Title II funds for the Disabled Access Remodeling of Main Library Project; to authorize Library Director Minter to sign such application of behalf of the Library Board of Trustees; and to adopt final ADA Self-Evaluation Plan as presented.

AYES: Dinsmore, Stark, Evans, West  
NOES: None  
ABSTAIN: None  
ABSENT: Shkoler

**AWARD OF  
CONTRACT FOR  
GENERAL  
AUDITING  
SERVICES FOR  
FY1992-93 AND  
FY1993-94**

It was moved by Trustee Evans, seconded by Trustee West to receive and file bids received, and to award contract for general auditing services for fiscal years 1992-1993 and 1993-1994 to anderson, Lynn, Bezich, Munson & Cronick, Fullerton, at a rate for 1992-1993 not to exceed \$2,950, and at a rate for 1993-1994 not to exceed \$3,100.

AYES: Dinsmore, Stark, Evans, West  
NOES: None  
ABSTAIN: None  
ABSENT: Shkoler

The Meeting of the Board of Trustees recessed for a break at 9:17 P.M. and reconvened at 9:25 P.M.

PLACENTIA  
LIBRARY  
DISTRICT  
POLICY ON  
STAFF  
DISCLOSURE OF  
POLITICAL  
AFFILIATION TO  
THE PUBLIC

It was moved by Trustee West, seconded by Trustee Evans to adopt a District policy as follows:

Information about an employee's race, religion, political affiliation, or any other information protected by the civil rights laws, may not be requested by District management for any reason, of if known through voluntary disclosure, disclosed to anyone within or outside the Library.

AYES: Dinsmore, Stark, Evans, West  
NOES: None  
ABSTAIN: None  
ABSENT: Shkoler

It was moved by Trustee West, seconded by Trustee Evans to approve travel authorizations as follows:

1. Independent Special Districts of Orange County general membership meeting on Thursday, April 22, 1993 at \$25.00 per person, plus milage approved for Trustees and Library Director.
2. California Library Association Legislative Day, May 4, 1993, Sacramento. Transportation, meals, accommodations and registration for Trustees and Library Director.
3. California Special Districts Association Legislative Workshop, May 24 and 25, 1993, Sacramento. Transportation, meals, accommodations and registration for Trustees and Library Director.

4. Southern California Library Literacy Network Annual Conference, May 16-18, 1993, Palm Springs. Registration and transportation for Families for Literacy Coordination Gwen Joseph.

5. CSDA Workshop on Legislative Issues, May 6, 1993, Orange County. Mileage, registration and lunch for Trustees and Library Director.

AYES: Dinsmore, Stark, Evans, West  
NOES: None  
ABSTAIN: None  
ABSENT: Shkoler

**STAFF REPORTS**

It was moved by Trustee West, seconded by Secretary Stark to receive and file Agenda Items 32-38: Program Report for the Month of March, 1993; Placentia Library Literacy Services Report; Family Literacy Project Report; Publicity Materials produced for the month of March, 1993; Americans With Disabilities Act Compliance Report; Tax Forms Distribution Service, 1993 Final Report; Placentia Local History Study Committee Report.

AYES: Dinsmore, Stark, Evans, West  
NOES: None  
ABSTAIN: None  
ABSENT: Shkoler

**CLOSED SESSION**

It was moved by Trustee West, Seconded by Trustee Evans to go into closed session to discuss a personnel matter.

AYES: Dinsmore, Stark, Evans, West  
NOES: None  
ABSTAIN: None  
ABSENT: Shkoler

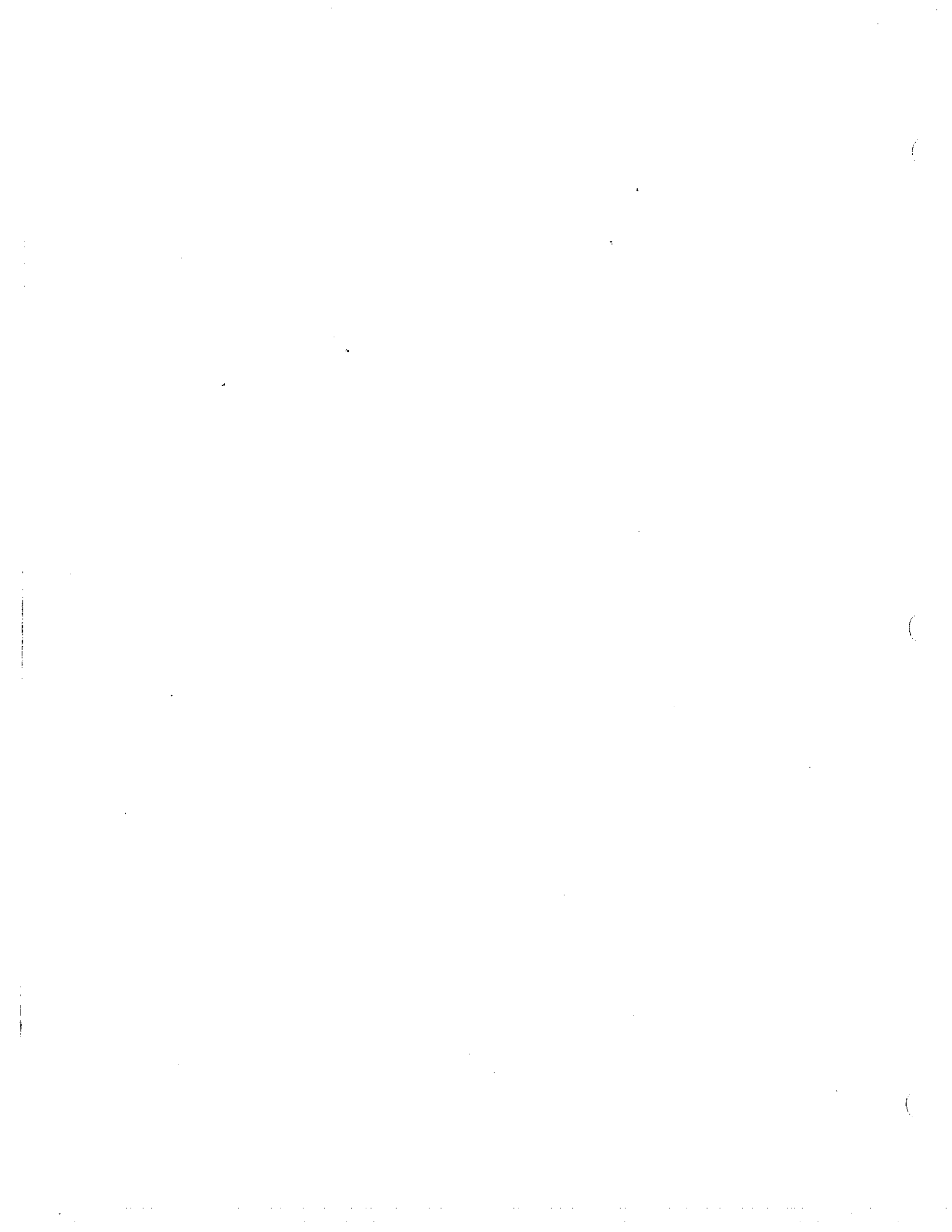
The Board of Trustees adjourned to Closed Session at 10:01 P.M.

The Board of Trustees reconvened to Open Session at 10:25 P.M.

The Regular Meeting of the Board of Trustees of Placentia Library District adjourned at 10:26 P.M.

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Saundra M. Stark, Secretary



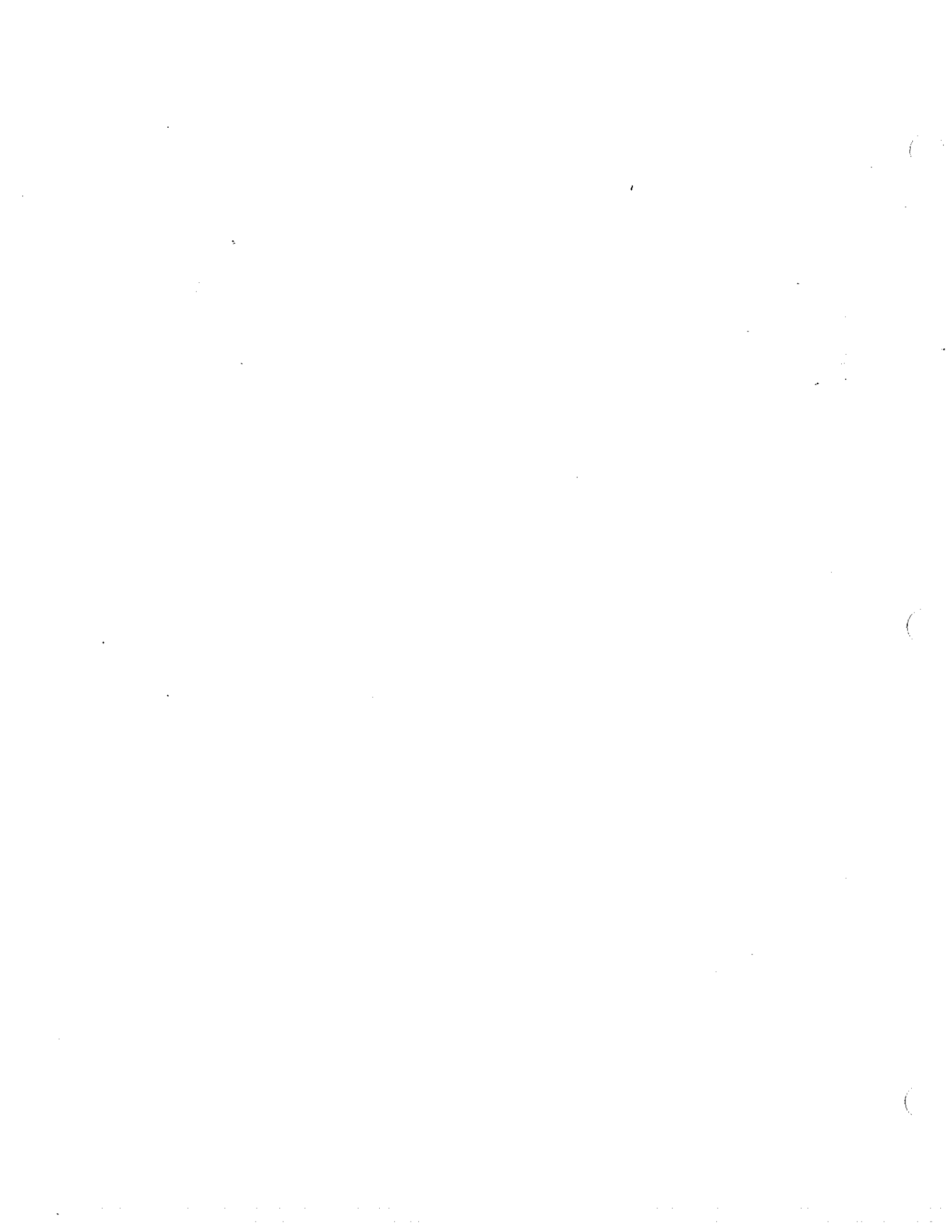
TO: Elizabeth Minter, Library Director  
FROM: Melanie Daniels, <sup>MD</sup>Literacy Coordinator  
DATE: May 11, 1993  
SUBJECT: Literacy Volunteers of America Board Report

The LVA-Placentia Board of Directors canceled their April meeting due to vacation schedules. The next Board meeting is scheduled for Thursday, June 17, at 6:00 PM.

A special meeting of interested LVA Directors and Placentia Library District staff was held May 10 to discuss the respective roles of LVA-Placentia and Placentia Library District, and goals for the literacy program. The group recognized four goals as most important: serving more learners and tutors, clarifying the roles of LVA-Placentia and Placentia Library District, expanding the funding sources for the program, and increasing cooperation and interaction with the community.

The state office of Literacy Volunteers of America closed its office in April due to financial limitations. LVA National has contracted with Brenda Gray in the north and Evey Renner in the south to provide interim field services to California affiliates a total of three days per month. LVA President Jinx Crouch met with affiliate representatives on Friday, May 7, at 7:00 PM to discuss the relationship between local programs and LVA National in light of the state office closure.

LVA National conducted a two day 50/50 Program Management training in Santa Ana on the weekend of April 24-25. Leslie Moreau attended as LVA-Placentia President and Melanie Daniels attended in her role as a V.I.T.A. (Volunteer in Technical Assistance) for LVA-CA.





TO: Library Board of Trustees  
FROM: Elizabeth D. Minter, Library Director *EM*  
SUBJECT: Legislative Update  
DATE: June 10, 1993

I talked with Mike Belote, California Advocates at 10:00 A.M. today.

He reported that with the election of Assemblyman Farr to the U.S. Congress this week that Assemblyman Gotch is now the lead on the consolidated issues (LAFCO).  
*ion*

Gotch's work group report to the Assembly Says and Means Committee was made at 5:30 P.M. Wednesday. His group will support a property tax shift from local government of approximately \$1.3 billion. His group is also recommending full implementation of the Legislative Analyst's Office recommendation which includes "superpot" and consolidation/elimination of independent special districts.

Mr. Belote's personal projections are:

- 1) Property tax shift for local government of approximately \$1.3 billion.
- 2) No superpot unless the frustration level at the Capitol forces the issue.
- 3) AB8 funds will be taken before "historical" property tax.
- 4) Enterprise districts will be hit harder since most escaped the full intended hit last year.



TITLE	DEPT	FTE	NAME	HIRE DATE	DATE IN	
					CURRENT POSITION	
LIB. DIRECTOR	Admin	1.00	MINTER, Elizabeth D.	08/19/91		08/19/91
ASST DIRECTOR	Admin	1.00	ADDOTTA, Salvatore M.	11/07/75		06/12/81
PRINCIPAL LIBRARIAN	Admin/Reference	1.00	AMMAR, Suad S.	12/21/73		04/19/91
ADMIN. ASST	Admin	1.00	DUMITRU, Charlene D.	03/23/92		03/23/92
LIBRARIAN II	Reference	1.00	McCLAIN, Cynthia	10/24/74		07/01/92
	Childrens	1.00	SCHNEIDER, Kay	08/24/90		07/01/92
	Literacy	1.00	DANIELS, Melanie	10/01/90		07/01/92
LIBRARIAN I	Reference	1.00	SHOOK, Julie	04/18/88		08/12/88
LIBRARY ASST	Reference/Tech	1.00	WILLAUER, Cheryl R.	08/13/76		09/11/78
	Reference/Tech	1.00	MATAS, Katherine L.	12/20/76		03/23/79
	Childrens	0.50	WALTERS, Jeannine	12/03/82		01/22/93 (28 month break in service)
	Reference/Child	1.00	BYRNE, Mary	08/30/88		08/10/90
	FFL	0.45	JOSEPH, Gwen	10/16/91		10/16/91
CLERK II	Circulation	0.50	JACKSON, Dianne	05/08/81		05/08/81
	Tech Services	0.63	CUMMINGS, Dorothy	11/04/87		11/02/90
CLERK I	Circ/Admin	0.50	WALTERS, Jeannine	12/03/82		12/03/82 (28 month break in service)
	Circulation	0.78	CONN, Gerard	06/11/85		06/11/85
	Circulation	0.50	TURNER, Karen	07/01/85		07/01/85
	Circ/Admin.	0.50	GEORGE, Julianne	06/15/90		06/15/90 (1.5 month medical leave)
	Literacy	0.50	GARCIA, Lusi	01/07/92		01/07/92 (2.5 month medical leave)
	Circulation	0.50	ADAMS, Gerald	02/18/92		02/18/92
LIBRARY AIDE	Circulation	0.60	HYMAN, Cheryl	09/22/86		09/22/86
	Circulation	0.50	JACKSON, Mary Ellen	05/26/87		05/26/87
	Childrens	0.50	GUZMAN, Esther	08/24/91		08/24/91
PAGE	Circulation		ROMAIN, Cathy	10/28/90		10/28/90
	Circulation		SHEARER, Laura	06/08/91		06/08/91
	Circulation		BRONKAR, Ryan	10/05/91		10/05/91
	Circulation		CHAMBERS, Kelly	02/21/92		02/21/92
	Circulation		EL TURK, Arwa	04/02/92		04/02/92
	Circulation		REYNOSO, Matt	08/10/92		08/10/92
	Circulation		ADAMS, Irene	04/01/93		04/01/93



		Placenta Library District										FY1993-1994 Budget Salary Worksheet										May, 1993									
		Same Staffing Level as FY1993 with no COLA for OCEA, Eliminating 1.25 Librarian I, 1.0 Librarian II, 1.0 Librarian Assistant & 1.13 Library Clerk																													
PAYROLL NUMBER	NAME	DATE HIRED	STEP	STEP INC. DATE	FTE	HRS/PAY PERIOD	NUMBER HOURS	SALARY PER/HR FY93	FACTOR 0.0%	SALARY PER/HR FY94	TOTAL SALARY FY94	FICA & MEDICARE	PENSION	MEDICAL	DENTAL	VISION	COMPENSATION														
	MINTER, E	08/19/91	NA	03/19/93	1.00	80.0	2,080	32.56	0.0%	32.56	67,724.80	5,180.95	4,740.74	3,755.64	526.08	249.48	82,177.68														
101	ADDOTTA, S	11/17/75	NA	NA	1.00	80.0	2,080	24.73	0.0%	24.73	51,438.40	3,935.04	3,600.69	3,755.64	714.72	249.48	63,693.97														
102	ZAMMAR, S	12/21/73	NA	NA	1.00	80.0	2,080	21.05	0.0%	21.05	43,784.00	3,249.48	3,064.86	2,091.60	263.04	249.48	52,802.48														
171	DUMITRU, C.	03/23/92	9	09/23/95	1.00	80.0	2,080	15.53	0.0%	15.53	32,302.40	2,471.13	2,261.17	2,091.60	263.04	110.28	39,499.62														
123	MCCLAIN, C	10/24/74	9	07/01/94	1.00	80.0	2,080	18.70	0.0%	18.70	38,896.00	2,975.54	2,722.72	2,091.60	263.04	110.28	47,059.18														
129	SCHNEIDER, K	08/24/90	5	07/01/94	0.75	60.0	1,560	16.95	0.0%	16.95	26,442.00	2,022.81	1,850.94	1,568.70	197.28	82.71	32,184.44														
130	SHOOK, J.	04/18/88	9	02/08/96	1.00	80.0	2,080	16.07	0.0%	16.07	33,425.60	2,557.06	2,339.79	2,091.60	263.04	110.28	40,787.37														
	SUBSTITUTE LIBRARIAN/Librarian/Library Assistant				0.12		240	13.19	0.0%	13.19	3,165.60	242.17	221.59				3,629.36														
126	WILLAUER, C.	08/13/76	10	NA	1.00	80.0	2,080	14.24	0.0%	14.24	29,619.20	2,265.67	2,073.34	2,091.60	263.04	110.28	36,423.33														
106	BURKICH, P.	09/25/78	10	NA	1.00	80.0	2,080	14.24	0.0%	14.24	29,619.20	2,265.67	2,073.34	2,091.60	263.04	110.28	36,423.33														
107	BYRNE, M.	08/30/88	7	02/08/94	1.00	80.0	2,080	12.94	0.0%	12.94	16,583.20																				
							2,080	13.59	0.0%	13.59	10,889.60																				
								27,432.80		27,432.80	2,098.61	1,920.30	2,091.60	263.04	110.28	33,916.63															
122	MATAS, K.	02/11/78	10	NA	0.55	46.0	1,196	14.24	0.0%	14.24	17,031.04	1,302.87	1,192.17	2,091.60	263.04	110.28	21,991.01														
184	JOSEPH, G.	10/16/91	9	04/16/97	0.45	36.0	756	13.59	0.0%	13.59	10,274.04	785.96	719.18				11,779.19														
110	CUMMINGS, D.	10/04/87	9	05/03/97	0.83	50.0	1,300	11.44	0.0%	11.44	14,872.00	1,137.71	1,041.04	1,317.71	240.63	69.48	18,678.57														
120	JACKSON, D.	05/19/81	10	NA	0.50	40.0	1,040	12.01	0.0%	12.01	12,480.40	955.52	874.33	1,045.80	190.96	55.14	15,612.16														
136	WALTERS, J.	08/28/87	10	NA	1.00	40.0	1,040	10.62	0.0%	10.62	11,044.80																				
		01/01/93	3	07/01/94		40.00	2,080	11.71	0.0%	11.71	12,176.40																				
								23,223.20		23,223.20	1,776.57	1,625.62	2,091.60	381.96	110.28	29,208.24															
138	WNEK, E.	10/08/92	10	NA	1.00	80.0	2,080	10.62	0.0%	10.62	22,089.60	1,689.85	1,546.27	2,091.60	381.96	110.28	27,909.57														
109	CONN, G.	02/21/87	9	07/20/94	0.78	62.0	1,612	10.11	0.0%	10.11	16,297.32	1,246.74	1,140.81	1,631.45	297.93	86.02	20,700.27														
167	GARCIA, L.	01/07/92	18	03/07/93	0.50	40.0	1,200	8.37	0.0%	8.37	1,004.40																				
							920	8.79	0.0%	8.79	8,085.42																				
							1,040	9.089	0.0%	9.089	9,089.82	695.37	636.23	1,045.80	190.98	55.14	11,713.40														
116	GEORGE, J.	06/15/90	5	12/28/93	0.54	43.0	559	9.63	0.0%	9.63	5,383.17																				
							559	10.11	0.0%	10.11	5,652.33																				
							1,118	11.035	0.0%	11.035	11,035.50	844.22	772.48	1,129.46	206.26	59.55	14,047.47														
135	TURNER, K.	07/01/85	10	N/A	0.50	40.0	1,040	10.62	0.0%	10.62	11,044.80	844.93	773.14	1,045.80	190.98	55.14	13,954.78														
	SUBSTITUTE CLERK				0.12		240	8.30	0.0%	8.30	1,992.00	152.39	139.44				2,283.83														
160	GUZMAN, E.	08/24/91			0.50	40.0	1,040	5.99	0.0%	5.99	6,229.60	476.56	436.07	1,045.80	190.98	55.14	8,434.16														
119	HYMAN, C.	09/22/86			0.60	48.0	1,248	5.99	0.0%	5.99	7,475.52	571.88	523.29	1,254.96	229.18	66.17	10,120.99														



Flacenia Library District																					
FY1993-1994 Budget Salary Worksheet																					
May, 1993																					
Same Staffing Level as FY1993 with no COLA for OCEA. Eliminating 1.25 Librarian II, 1.0 Librarian Assistant & 1.13 Library Clerk																					
SALARIES																					
PAYROLL NUMBER	NAME	POSITION	DATE HIRED	STEP	INC. DATE	FTE	PERIOD	HRS/PAY PERIOD	NUMBER HOURS	SALARY PER/HR FY93	FACTOR	FY93 SALARY PER/HR	TOTAL SALARY FY94	FICA & MEDICARE	PENSION	MEDICAL	DENTAL	VISION	COMPENSATION	TOTAL	
121	JACKSON, M. E.	Library Aide, Circulation/Adult	05/26/87			0.50	40.0		1,040	5.99	0.0%	5.99	6,229.60	476.56	436.07	1,045.80	190.98	55.14			8,434.16
						2.50	200.0		5,200	4.75		4.75	24,700.00	1,889.55	1,729.03						28,318.58
						20.54							577,924.44	44,211.22	40,454.71	40,559.56	6,235.22	2,390.56			711,764.73





# Legislative Update

TO: Legislative Network  
FROM: Linda Elliott  
DATE: June 10, 1993  
RE: SB 566

## SB 566 CLEARS SENATE

### CONGRATULATIONS !!

The Senate passed SB 566 on Wednesday, June 9, on a vote of 27 to 9. Your work paid off!

Senators voted as follows:

**YES:** Alquist, Ayala, Bergeson, Beverly, Boatwright, Calderon, Craven, Dills, Greene, Hart, Hayden, Hughes, Johnston, Killea, Kopp, Lockyer, Maddy, Marks, McCorquodale, Mello, Morgan, Presley, Roberti, Rosenthal, Thompson, Torres, Watson

**NO:** Hill, Hurtt, Leonard, Leslie, Lewis, Rogers, Russell, Wright, Wyman


**NOT VOTING:** Deddeh, Kelley, Petris

We need to thank those who voted for 566. Tell those who voted against the bill that you are sorry they could not support this bill but that libraries still need their help and you hope they will work for library services in some other way (they need to know that we are keeping track of the votes). Also let the not-voting people know that we are still looking to them for support of libraries.

We can thank our local supporters as well. Let them know that the Assembly round is about to begin. The next alert will give you the new schedule for action.

If you have questions regarding this alert, call Linda Elliott at (310) 544-3800, or Nancy Mahr at (310) 544-3822. FAX (310) 541-6807.



TO: Library Board of Trustees  
FROM: Elizabeth D. Minter, Library Director   
DATE: May 17, 1993  
SUBJECT: **FY1993-1994 Budget Assumptions**

Part of the budget preparation process is the development of assumptions that drive the budget preparation decisions.

In times of cutbacks these assumptions become especially important as they identify priorities for services and programs.

I am recommending the following assumptions for the FY1993-1994 Budget:

1. That the State Budget will reduce local revenues at least the same amount as last year (\$128,000); with a strong likelihood of double last years amount (\$265,000); and a possibility of four times last year's amount (\$512,000).
2. That given the magnitude of the reduction in property tax revenue that significant cuts in personnel and hours of service will need to be made no later than July 1, 1993.
3. That additional reductions in staff and hours of service will be made as necessary when the final budget is known.
4. That reserve funds will be used to finance the debt service of \$71,800 but will not be used for general operating expenses.
5. That if the retirement incentive program is offered again it will be financed through reserve funds.
6. That reductions in public service hours will be made in reverse order of the library's busiest times of public use -- that is, the least busiest times are reduced first.
7. That the Library Board will address only issues of positions to be eliminated and personnel policies and will not address the issues of establishment of seniority for individuals or the politics of "bumping".





PLACENTIA LIBRARY DISTRICT EXPENDITURE ESTIMATES FOR FUND 5071 FOR FISCAL YEAR 1993-1994 MAY 17, 1993										
OBJECT CODE	DESCRIPTION	FY91 ACTUAL	FY92 BUDGETED	FY92 ACTUAL	FY93 BUDGETED	FY93 ESTIMATED	FY94 PRELIMINARY	1ST TIER		
010-000	Salaries & Wages	624,948.00	697,087.00	700,238.65	735,250.00	753,102.94	577,924.00			
020-000	Retirement	86,162.64	100,658.00	87,508.99	107,075.00	101,343.84	91,744.00			
	Health Insurance/Care America		0.00		36,200.00	38,335.56	36,903.00			
	Vision Service Plan		0.00		2,250.00	2,021.30	2,131.00			
	Dental		0.00		6,600.00	5,789.68	5,521.00			
030-000	Total Employee Insurance	40,194.04	75,000.00	37,302.50	45,050.00	46,146.54	44,455.00			
031-000	Unemployment Insurance	2,115.00	0.00	1,717.00	1,750.00	3,500.00	16,000.00			
032-000	Workers Compensation - General	8,979.77	0.00	7,602.28	7,750.00	7,500.00	7,750.00			
	<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>762,399.45</b>	<b>872,745.00</b>	<b>834,369.42</b>	<b>896,875.00</b>	<b>911,593.32</b>	<b>737,873.00</b>			
070-000	Communications		6,000.00	0.00	6,200.00	9,028.89	9,000.00			
070-008	Communications - Literacy		0.00	0.00	1,200.00	956.65	950.00			
	<b>Total Communications</b>	<b>5,841.73</b>	<b>6,000.00</b>	<b>6,985.35</b>	<b>7,400.00</b>	<b>9,985.54</b>	<b>9,950.00</b>			
090-000	Food	0.00	0.00	88.83	200.00	32.26	100.00			
100-000	Household Expense	3,311.71	3,000.00	4,479.02	4,500.00	4,500.00	4,500.00			
110-000	Insurance	13,065.63	13,500.00	14,716.87	16,500.00	14,649.00	16,000.00			
130-000	Maintenance of Equipment	3,003.13	4,000.00	7,575.16	7,500.00	8,000.00	7,500.00			
	HVAC				8,000.00	14,000.00	15,000.00			
	Carpet Cleaning				5,950.00	5,950.00	6,000.00			
	Groundskeeping, City of Placentia				23,000.00	21,525.90	23,000.00			
	Plumbing				750.00	700.00	750.00			
	Electrical				2,250.00	1,500.00	1,500.00			
	Cleaning Service				14,000.00	14,022.72	15,000.00			
	Locksmith				500.00	300.00	500.00			
	Other				500.00	1,000.00	500.00			
140-000	Total Maintenance of Building & Grounds	44,124.45	43,419.00	60,144.19	54,950.00	58,996.62	62,250.00			
160-000	Memberships	2,199.00	2,750.00	3,452.19	3,500.00	3,359.00	3,500.00			
170-000	Miscellaneous Expense	0.00	0.00	349.86	0.00	0.00	0.00			



*acknowledged by recipient*

*to recipient (unit)*



OBJECT CODE	DESCRIPTION	FY91		FY92		FY93		1ST TIER FY94	
		ACTUAL	BUDGETED	ACTUAL	BUDGETED	ESTIMATED	BUDGETED	PRELIMINARY	
	Library Supplies				4,000.00	9,500.00	7,500.00		
	Printing				11,000.00	4,500.00	3,000.00		
	EZ Copy - copy cards for sale to patrons				1,750.00	1,000.00	0.00		
	Publications				650.00	1,985.00	0.00		
	Paper				300.00	1,300.00	1,500.00		
	Drinking Water Service				350.00	309.40	325.00		
	Other Office Supplies				8,000.00	8,000.00	6,000.00		
180-000	Total Office Supply Expense		22,000.00		26,050.00	26,594.40	18,325.00		
180-007	Grandparents & Books Supply Expense		0.00		0.00	0.00	0.00		
	Printing				2,000.00	800.00	800.00		
	Publications				200.00	0.00	0.00		
	Paper				100.00	50.00	50.00		
	Other Office Supplies				500.00	1,800.00	1,800.00		
180-008	Total Literacy Office supply expense		0.00		2,800.00	2,650.00	2,650.00		
180-009	Family Literacy Supply Expense		0.00		500.00	4,800.00	4,800.00		
	Total Office Expense	19,390.29	22,000.00	24,542.09	29,350.00	34,044.40	25,775.00		
183-000	Postage Expense		0.00		1,500.00	1,800.00	2,000.00		
183-008	Postage Expense - Literacy		0.00		500.00	700.00	700.00		
	Total Postage Expense	2,375.04	0.00	1,768.06	2,000.00	2,500.00	2,700.00		
	Care Resources (Employee Assistance)				650.00	609.00	650.00		
	Pension Contribution & Operating Expenses				4,000.00	3,089.51	3,500.00		
	Anaheim Library				30,000.00	42,631.10	40,000.00		
	Clipping Service				400.00	368.52	375.00		
	Tax Collection Services & Fees by Orange County				600.00	242.95	250.00		
	Advertising				750.00	347.50	400.00		
	Medical Exams				750.00	526.50	525.00		
	Collection Services				1,750.00	0.00	1,500.00		
	Audit				3,000.00	2,950.00	2,950.00		
	Payroll Preparation				4,000.00	3,500.00	3,250.00		
	Election Expenses				13,000.00	0.00	0.00		
	Staff Training in Library				1,000.00	0.00	0.00		
	Other				500.00	5,000.00	3,000.00		
190-000	Total Specialized Services	61,688.26	80,000.00	64,407.71	60,400.00	59,265.08	56,400.00		
190-001	Specialized Services - City of Anaheim	10,278.00	0.00	0.00	0.00	0.00	0.00		
190-008	Specialized Services - Literacy	6,093.95	0.00	2,069.14	2,250.00	1,200.00	1,200.00		
190-009	Specialized Services - Family Literacy	0.00	0.00	2,467.26	1,500.00	1,200.00	1,200.00		
190-018	Tax Collection Services & Fees by Orange County	0.00	0.00	13,553.04	15,000.00	15,000.00	15,000.00		
	Total Specialized Services	78,060.21	80,000.00	82,497.15	79,150.00	76,665.08	73,800.00		





OBJECT CODE	DESCRIPTION	FY91		FY92		FY93		FY94	
		ACTUAL	BUDGETED	ACTUAL	BUDGETED	ESTIMATED	BUDGETED	PRELIMINARY	
200-000	Legal Notices	0.00	0.00	600.27	500.00	700.00	700.00	700.00	
210-000	Rents/Leases-Equipment	0.00	0.00	82.00	0.00	0.00	0.00	6,400.00	
220-000	Semi-Annual Bond Payment	71,800.00	71,800.00	71,800.00	0.00	0.00	0.00	0.00	
240-000	Special Department Expense - Miscellaneous	0.00		745.48	300.00	600.00	300.00	300.00	
240-001	Special Department Expense - Books	122,463.09		115,541.59	85,747.00	105,211.72	75,000.00	75,000.00	
240-002	Special Department Expense - Video	5,790.92		5,115.55	10,000.00	1,800.00	1,500.00	1,500.00	
240-003	Special Department Expense - City of Anaheim	0.00		3,776.83	0.00	0.00	0.00	0.00	
240-004	Special Department Expense - Periodicals	10,233.49		4,159.91	27,500.00	27,000.00	27,500.00	27,500.00	
240-005	Special Department Expense - Audio	5,411.88		7,461.82	5,000.00	5,000.00	5,000.00	5,000.00	
240-007	Special Department Expense - Grandparents & Bks	0.00		4,461.67	0.00	0.00	0.00	0.00	
240-009	Special Department Expense - Family Literacy	0.00		590.51	350.00	1,500.00	1,500.00	1,500.00	
	Total Special Department Expense	143,899.38	130,000.00	141,853.36	128,897.00	141,111.72	110,800.00	110,800.00	
260-000	Transportation/Travel - General	0.00	0.00	60.00	0.00	0.00	0.00	0.00	
270-000	Transportation/Travel - Meetings		10,000.00		5,000.00	6,500.00	4,000.00	4,000.00	
270-008	Transportation/Travel - Meetings - Literacy				500.00	850.00	850.00	850.00	
270-009	Transportation/Travel - Meetings - Family Literacy	0.00			100.00	750.00	750.00	750.00	
	Total Transportation/Travel - Meetings	8,427.08	10,000.00	10,805.00	5,600.00	8,100.00	5,600.00	5,600.00	
	Electricity				63,000.00	57,172.07	63,000.00	63,000.00	
	Gas				6,250.00	3,500.00	3,850.00	3,850.00	
	Water				1,750.00	1,750.00	1,925.00	1,925.00	
280-000	Total Utilities	59,583.61	58,000.00	66,780.08	71,000.00	62,422.07	68,775.00	68,775.00	
	TOTAL SUPPLIES & SERVICES	455,081.26	444,469.00	498,579.48	411,047.00	425,067.69	398,350.00	398,350.00	
370-000	Taxes, Assessments (Sales Tax)	0.00	0.00	1,262.82	1,500.00	610.04	625.00	625.00	
400-000	Equipment	0.00	15,000.00	19,583.43	0.00	0.00	0.00	0.00	
400-008	Equipment - Literacy	0.00	0.00	472.96	0.00	0.00	0.00	0.00	
400-111	Equipment	11,181.79	0.00	2,245.40	1,000.00	1,000.00	1,000.00	1,000.00	
	Total Equipment	11,181.79	15,000.00	22,301.79	1,000.00	1,000.00	1,000.00	1,000.00	
420-000	Structures/Improvements	0.00	0.00	107.73	0.00	0.00	0.00	0.00	
	TOTAL EQUIPMENT EXPENSE	11,181.79	15,000.00	22,409.52	1,000.00	1,000.00	1,000.00	1,000.00	
	TOTAL EXPENSES	1,228,662.50	1,332,214.00	1,356,621.24	1,310,422.00	1,338,271.05	1,137,848.00	1,137,848.00	
					1,310,422.00		172,574.00	172,574.00	





# legislative alert

CALIFORNIA  
SPECIAL  
DISTRICTS  
ASSOCIATION

## BUDGET ALERT

May 13, 1993

The Assembly Committee on Ways and Means passed two versions of the State Budget yesterday; one with the 1/2 cent sales tax and one without. The 1/2 cent is scheduled to expire on June 30, 1993, and if it is allowed to expire, would add \$1.5 billion to the growing deficit.

Both versions of these proposed Budgets include shifting the entire \$2.6 billion of local agency property tax revenues as proposed by Governor Wilson. While specific details are not yet clear, we believe the proposals would shift \$590 million from non-enterprise special districts and \$150 million from enterprise special districts. The \$590 million includes \$200 million, which is the shortfall from the 1992-93 35%-10% formula that was to have raised \$375 million.

Additionally, we understand that there will be no exclusions or exemptions, including debt service or multi-county special districts.

We understand that these proposals will be on the Assembly Floor next week, either Monday or Tuesday. Given the shortness of time, you need to contact your Assembly member as soon as possible and urge them to vote against the property tax shift element of these Budget proposals.

The Governor is encouraging the Assembly Republicans to support the shift, which coupled with Democrats that have already indicated their support, could provide sufficient votes to pass these measures to the Senate.

Please contact your Assembly members as soon as possible.

Please feel free to call CSDA headquarters at (916) 442-7887 if you have any questions or comments.

For your information, the Speaker announced during today's Assembly Floor Session that the Budget and Trailer Bills will be taken up on the Assembly Floor on Thursday, May 20, 1993, by Special Order at 9:00 a.m.



Placentia Library District  
 FY1993-1994 Budget Salary Comparisons  
 May 1993

Object Code	Category	FY1992-1993 Budgeted	FY1992-1993 No Eliminations		No Eliminations NO COLA	Vacants Elim. 3% COLA OCEA Only	Vacants Elim 0% COLA	0% COLA Thur 6-9 PM All Fridays 1.13 Lib Clerk 1.0 Lib Asst 1.25 Lib II 1.00 Asst Dir
			Budgeted With Jan Adj.	3% COLA OCEA Only				
010-000	Salaries & Wages	735,250	646,135	678,896	664,588	643,017	629,754	526,426
	FICA & Medicare	56,246	49,428	51,936	50,841	49,191	48,176	40,276
	Pension Plan	50,829	50,829	51,468	51,468	51,468	51,468	51,468
020-000	Total Retirement	107,075	100,257	103,404	102,309	100,659	99,644	91,744
	Health Insurance	36,200	36,200	47,628	47,628	44,219	44,219	36,803
	Dental Insurance	6,600	5,836	7,259	7,259	6,755	6,755	5,521
	Vision Insurance	2,250	2,064	2,753	2,753	2,574	2,574	2,131
030-000	Total Insurance	45,050	44,100	57,640	57,640	53,548	53,548	44,455
	TOTAL	887,375	790,492	839,940	824,537	797,224	782,946	662,685
	Target Savings		665,492 125,000	(49,448)	(34,045)	(6,732)	7,547	127,808



TRAVEL EXPENDITURES

	OUT OF TOWN CONFERENCES	OUT OF TOWN MEETINGS	LEGIS. MEETINGS	LOCAL MEETINGS	LOCAL TRAVEL	CONTINUING EDUCATION	FFL ACTIVITIES	TOTALS
<b>General Fund</b>								
<b>TRUSTEES</b>								
Dinsmore	1,291.47	45.00	236.60	25.00				1,598.07
Stark	136.00	20.00						156.00
Evans								0.00
Shkoler	136.00	45.00		25.00				206.00
West								0.00
<b>TRUSTEE TOTAL</b>	<b>1,563.47</b>	<b>110.00</b>	<b>236.60</b>	<b>50.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,960.07</b>
<b>STAFF</b>								
Minter	261.00	55.00	163.60	25.00	4.00	129.00		637.60
Addotta	1,101.55	75.00		23.50	36.24	129.00		1,341.79
Ammar						130.00		153.50
Schneider						145.00		145.00
Cushing						145.00		145.00
Walters					166.75			166.75
Dumitru					20.00			20.00
George					4.13			4.13
Garcia					41.15	360.00		360.00
Joseph								41.15
Shook						24.65		24.65
<b>STAFF TOTAL</b>	<b>1,362.55</b>	<b>130.00</b>	<b>163.60</b>	<b>48.50</b>	<b>272.27</b>	<b>1,062.65</b>	<b>0.00</b>	<b>3,039.57</b>
<b>General Fund Total</b>	<b>2926.02</b>	<b>240.00</b>	<b>400.20</b>	<b>98.50</b>	<b>272.27</b>	<b>1,062.65</b>	<b>0.00</b>	<b>4,999.64</b>
<b>Grant Funds</b>								
FFL							613.25	613.25
Literacy	354.00							354.00
<b>Grant Funds Total</b>	<b>354.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>613.25</b>	<b>967.25</b>





Placenzia Library District FY1993-1994 Budget Salary Worksheet May, 1993																	
PAYROLL NUMBER	NAME	DATE HIRED	STEP	STEP INC. DATE	FTE	HRS/PAY PERIOD	NUMBER HOURS	SALARY PER/HR FY93	FY93 FACTOR	SALARY PER/HR FY94	TOTAL SALARY MEDICARE	FICA & PENSION	7.65%	MEDICAL	DENTAL	VISION	TOTAL COMPENSATION
101	MINTIER, E	08/19/91	NA	03/19/93	1.00	80.0	2,080	32.56	0.0%	32.56	67,724.80	5,180.95	4,740.74	3,755.64	526.08	249.48	82,177.68
102	ADDOTTA, S	11/17/75	NA	NA	1.00	80.0	2,080	24.73	0.0%	24.73	51,438.40	3,935.04	3,600.69	3,755.64	714.72	249.48	63,693.97
102	AMMAR, S	12/21/73	NA	NA	1.00	80.0	2,080	21.05	0.0%	21.05	43,784.00	3,349.48	3,064.88	2,091.60	283.04	249.48	52,802.48
171	DUMITRU, C	03/23/92	9	09/23/95	1.00	80.0	2,080	16.00	3.0%	33,271.47	2,545.27	2,329.00	2,091.60	263.04	110.28	40,610.66	
123	MCCLAIN, C	10/24/74	9	07/01/94	1.00	80.0	2,080	18.70	3.0%	19.26	40,062.88	3,064.81	2,804.40	2,091.60	263.04	110.28	48,397.01
129	SCHNEIDER, K	08/24/90	5	07/01/94	1.00	80.0	2,080	17.46	3.0%	17.46	36,313.68	2,778.00	2,541.96	2,091.60	263.04	110.28	44,098.55
112	DANIELS, M.	10/01/90	3	07/01/94	1.00	80.0	2,080	16.61	3.0%	16.61	34,556.91	2,643.60	2,418.98	2,091.60	263.04	110.28	42,084.42
130	SHOOK, J.	04/18/88	9	02/09/96	1.00	80.0	2,080	16.07	3.0%	16.55	34,428.37	2,633.77	2,409.99	2,091.60	263.04	110.28	41,937.04
	SUBSTITUTE LIBRARIAN/Librarian/Library Assistant				0.12		240	13.59	3.0%	13.59	3,260.57	249.43	228.24				3,738.24
126	WILLAUER, C.	06/13/76	10	NA	1.00	80.0	2,080	14.67	3.0%	14.67	30,507.78	2,333.84	2,135.54	2,091.60	263.04	110.28	37,442.09
106	BURKICH, P.	09/25/78	10	NA	1.00	80.0	2,080	14.67	3.0%	14.67	30,507.78	2,333.84	2,135.54	2,091.60	263.04	110.28	37,442.09
107	BYRNE, M.	03/30/88	7	02/08/94	1.00	80.0	2,080	13.99	3.0%	13.99	11,195.69	800	1,977.90	2,091.60	263.04	110.28	34,860.18
	Cushing) VACANT																
122	MATAS, K.	02/11/78	10	NA	0.58	46.0	1,196	14.67	3.0%	14.67	17,541.97	1,341.96	1,227.94	2,091.60	263.04	110.28	22,576.79
164	JOSEPH, G.	07/16/91	9	04/16/97	0.45	36.0	756	14.00	3.0%	14.00	10,582.26	809.54	740.76				12,132.56
110	CUMMINGS, D.	10/04/87	9	05/03/97	0.63	50.0	1,300	11.78	3.0%	11.78	15,318.16	1,171.84	1,072.27	1,317.71	240.63	69.48	19,190.09
120	JACKSON, D.	05/19/81	10	NA	0.50	40.0	1,040	12.97	3.0%	12.97	12,865.11	984.18	900.56	1,045.80	190.98	55.14	16,041.77
136	WALTERS, J.	08/28/87	10	NA	1.00	40.0	1,040	10.94	3.0%	10.94	11,376.14						
	Library Assistant, Children's																
138	WINEK, E.	10/03/92	10	NA	1.00	80.0	2,080	10.94	3.0%	10.94	22,752.29	1,740.55	1,592.66	2,091.60	381.96	110.28	28,669.34
168	ADAMS, G.	02/18/92	1	08/18/93	0.50	40.0	1,040	8.98	3.0%	8.98	1,437.06						
	Clerk I, Circulation																
109	CONN, G.	02/21/87	9	07/20/94	0.78	62.0	1,612	10.41	3.0%	10.41	16,786.24	1,284.15	1,175.04	1,631.45	297.93	86.02	21,260.82
	VACANT																
167	GARCIA, L.	01/07/92	1B	08/07/93	0.50	40.0	1,040	8.62	3.0%	8.62	1,034.53						
	Clerk I, Literacy																

Salaries



Flacenia Library District FY1993-1994 Budget Salary Worksheet May 1993																		
PAYROLL NUMBER	NAME	POSITION	DATE HIRED	STEP	STEP INC. DATE	FTE	HRS/PAY PERIOD	NUMBER HOURS	SALARY PER/HR FY93	FY93 FACTOR 3.0%	SALARY PER/HR FY94	TOTAL SALARY	7.65% FICA & PENSION MEDICAL DENTAL VISION					
													PENSION	MEDICAL	DENTAL	VISION		
Same Staffing Level as FY1993 with 3% for OCEA only													TOTAL COMPENSATION					
116	GEORGE, J.	Clerk I, Circulation/Admin	06/15/90	5	12/28/93	0.54	43.0	559	9.63	3.0%	9.92	5,544.87						9.19
								559	10.11	3.0%	10.41	5,821.90						
								1,118				11,366.56	869.54	1,129.46	206.26	59.55		14,427.94
135	TURNER, K.	Clerk I, Circulation	07/01/85	10	N/A	0.50	40.0	1,040	10.62	3.0%	10.94	11,376.14	870.28	796.93	1,045.80	190.98	55.14	14,334.87
	SUBSTITUTE CLERK	Clerk I, Circulation				0.12		240	8.30	3.0%	8.55	2,051.76	156.96	143.62				2,352.34
160	GUZMAN, E.	Library Aide, Childrens	08/24/91			0.50	40.0	1,040	5.99	3.0%	6.17	6,416.49	490.86	449.15	1,045.80	190.98	55.14	8,648.42
119	HYMAN, C.	Library Aide, Circulation/Adult	09/22/86			0.60	48.0	1,248	5.99	3.0%	6.17	7,699.79	589.03	538.98	1,254.96	229.18	66.17	10,378.11
121	JACKSON, M. E.	Library Aide, Circulation/Adult	05/26/87			0.50	40.0	1,040	5.99	3.0%	6.17	6,416.49	490.86	449.15	1,045.80	190.98	55.14	8,648.42
	PAGE	Page Shelters				2.50	200.0	5,200	4.75		4.75	24,700.00	1,899.55	1,729.00				28,318.55
						23.92						878,896.01	51,935.54	47,522.72	47,628.17	7,256.67	2,753.33	835,994.44



PAYROLL NUMBER	NAME	POSITION	DATE HIRED	STEP	STEP INC. DATE	FTE	HRS/PAY PERIOD	NUMBER HOURS	SALARY PER/HR FY93	SALARY FACTOR FY93	FICA & MEDICAL	PENSION	DENTAL	VISION	TOTAL COMPENSATION
Placencia Library District															
FY1993-1994 Budget Salary Worksheet															
May, 1993															
Same Staffing Level as FY1993 with no COLA for OCEA, Eliminating 1.00 Assistant Director, 1.25 Librarian II, 1.0 Librarian Assistant & 1.13 Library Clerk															
SALARY6															
102	MINTER, E	Library Director	08/19/91	NA	03/19/93	1.00	80.0	2,080	32.56	0.0%					82,177.68
103	AMMAR, S	Principal Librarian	12/21/73	NA	NA	1.00	80.0	2,080	21.05	0.0%					52,802.48
104	DUMITRU, C	Administrative Assistant	03/23/92	9	09/23/95	1.00	80.0	2,080	15.53	0.0%					39,499.82
105	MCCLEIN, C	Librarian II, Adult	10/24/74	9	07/01/94	1.00	80.0	2,080	18.70	0.0%					47,059.18
106	SCHNEIDER, K	Librarian II, Children's	08/24/90	5	07/01/94	0.75	80.0	1,560	16.95	0.0%					32,164.44
107	SHOOK, J.	Librarian, Adult	04/18/88	9	02/08/96	1.00	80.0	2,080	16.07	0.0%					40,787.37
108	SUBSTITUTE LIBRARIAN	Librarian/Library Assistant				0.12		240	13.19	0.0%					3,629.36
109	WILLAUER, C.	Library Assistant, Adult	08/13/76	10	NA	1.00	80.0	2,080	14.24	0.0%					36,423.33
110	BURKICH, P.	Library Assistant, Circulation	09/25/78	10	NA	1.00	80.0	2,080	14.24	0.0%					36,423.33
111	BYRNE, M.	Library Assistant, Adult & Child	08/30/88	7	02/08/94	1.00	80.0	1,280	12.94	0.0%					
112	MATAS, K.	Library Assistant, Adult	02/11/78	10	NA	0.58	48.0	1,196	14.24	0.0%					33,916.63
113	JOSEPH, G.	Library Assistant, Adult Literacy	10/16/91	9	04/16/97	0.45	36.0	756	13.59	0.0%					21,991.01
114	CUMMINGS, D.	Clerk II, Adult	10/04/87	9	05/03/97	0.63	50.0	1,300	11.44	0.0%					11,779.19
115	JACKSON, D.	Clerk II, Adult	05/19/81	10	NA	0.50	40.0	1,040	12.01	0.0%					18,678.57
116	WALTERS, J.	Clerk I, Circulation/Admin	08/28/87	10	NA	1.00	40.0	1,040	10.62	0.0%					15,612.16
117	WNEK, E.	Library Assistant, Children's	01/01/93	3	07/01/94	2.080	40.00	2,080	11.71	0.0%					
118	CONN, G.	Clerk I, Circulation	10/08/92	10	NA	1.00	80.0	2,080	10.62	0.0%					29,209.24
119	GARCIA, L.	Clerk I, Literacy	02/21/87	9	07/20/94	0.78	62.0	1,612	10.11	0.0%					27,909.57
120	GEORGE, J.	Clerk I, Circulation/Admin	01/07/92	1B	08/07/93	0.50	40.0	1,040	8.37	0.0%					20,700.27
121	TURNER, K.	Clerk I, Circulation	06/15/90	5	12/28/93	0.54	43.0	559	9.63	0.0%					11,713.40
122	SUBSTITUTE CLERK	Clerk I, Circulation				0.12		240	8.30	0.0%					14,047.47
123	GUZMAN, E.	Library Aide, Childrens	06/24/91			0.50	40.0	1,040	5.99	0.0%					8,434.16
124	HYMAN, C.	Library Aide, Circulation/Adult	09/22/86			0.60	48.0	1,248	5.99	0.0%					10,120.99
125	JACKSON, M. E.	Library Aide, Circulation/Adult	05/26/87			0.50	40.0	1,040	5.99	0.0%					8,434.16



Placencia Library District																	
FY1993-1994 Budget Salary Worksheet																	
May, 1993																	
Same Staffing Level as FY1993 with no COLA for OCEA, Eliminating 1.00 Assistant Director, 1.25 Librarian II, 1.0 Librarian Assistant & 1.17 Library Clerk																	
SALARY6																	
PAYROLL NUMBER	NAME	POSITION	DATE HIRED	STEP	INC. DATE	FTE	PERIOD	HRS/PAY PERIOD	NUMBER HOURS	SALARY PER/HR FY93	FACTOR	SALARY PER/HR FY94	TOTAL SALARY	FICA & MEDICARE	PENSION	VISION	TOTAL COMPENSATION
						2.50	200.0	4.75	5,200	4.75		4.75	24,700.00	1,889.55	1,729.00		28,318.55
						19.54							528,486.04	40,276.18	36,854.02	5,520.50	648,070.77





Flacencia Library District FY1993-1994 Budget Salary Worksheet May, 1993																	
PAYROLL NUMBER	NAME	POSITION	DATE HIRED	STEP	STEP INC. DATE	FTE	HRS/PAY PERIOD	NUMBER HOURS	SALARY PER/HR FY93	SALARY PER/HR FY94	TOTAL SALARY	FICA & MEDICARE	PENSION	MEDICAL	DENTAL	VISION	TOTAL COMPENSATION
Same Staffing Level as FY1993 with No COLA for Anyone																	
101	MINTER, E.	Library Director	08/19/91	NA	03/19/93	1.00	80.0	2,080	32.56	67,724.80	5,180.95	4,740.74	3,755.64	526.08	249.48	82,177.68	
102	ADDOTTA, S.	Assistant Library Director	11/17/75	NA	NA	1.00	80.0	2,080	24.73	51,438.40	3,935.04	3,600.69	3,755.64	714.72	249.48	63,693.97	
102	AMMAR, S.	Principal Librarian	12/21/73	NA	NA	1.00	80.0	2,080	21.05	43,784.00	3,349.48	3,064.88	2,091.60	283.04	249.48	50,802.48	
171	DUMITRU, C.	Administrative Assistant	03/23/92	9	09/23/95	1.00	80.0	2,080	15.53	32,302.40	2,471.13	2,261.17	2,091.60	263.04	110.28	38,495.62	
123	MCCLEIN, C.	Librarian II, Adult	10/24/74	9	07/01/94	1.00	80.0	2,080	18.70	38,896.00	2,975.54	2,722.72	2,091.60	263.04	110.28	47,055.18	
129	SCHNEIDER, K.	Librarian II, Children's	08/24/90	5	07/01/94	1.00	80.0	2,080	16.95	35,256.00	2,687.08	2,467.92	2,091.60	263.04	110.28	42,855.92	
112	DANIELS, M.	Librarian II, Literacy	10/01/90	3	07/01/94	1.00	80.0	2,080	16.13	33,550.40	2,566.61	2,348.53	2,091.60	263.04	110.28	40,930.45	
130	SHOOK, J.	Librarian, Adult	04/18/88	9	02/08/96	1.00	80.0	2,080	16.07	33,425.60	2,557.05	2,339.79	2,091.60	263.04	110.28	40,787.37	
	SUBSTITUTE LIBRARIAN/Librarian/Library Assistant					0.12	240		13.19	3,165.60	242.17	221.59				3,629.36	
126	WILLAUER, C.	Library Assistant, Adult	08/13/76	10	NA	1.00	80.0	2,080	14.24	29,619.20	2,265.87	2,073.34	2,091.60	263.04	110.28	36,423.33	
106	BURKICH, P.	Library Assistant, Circulation	09/25/78	10	NA	1.00	80.0	2,080	14.24	29,619.20	2,265.87	2,073.34	2,091.60	263.04	110.28	36,423.33	
107	BYRNE, M.	Library Assistant, Adult & Child	08/30/88	7	02/09/94	1.00	80.0	2,080	12.94	16,863.20	1,359.00	1,269.60					
	(Cushing) VACANT	Library Assistant, Circ/Admin	N/A	1	01/01/94	1.00	80.0	1,040	11.15	11,596.00							
122	MATAS, K.	Library Assistant, Adult	02/11/78	10	NA	0.58	46.0	1,196	14.24	17,031.04	1,302.87	1,192.17	2,091.60	263.04	110.28	21,991.01	
164	JOSEPH, G.	Library Assistant, Adult Literacy	10/16/91	9	04/16/97	0.45	36.0	766	13.59	10,274.04	785.96	719.18				11,779.19	
110	CUMMINGS, D.	Clerk II, Adult	10/04/87	9	05/03/97	0.63	50.0	1,300	11.44	14,872.00	1,137.71	1,041.04	1,317.71	240.63	69.48	18,676.57	
120	JACKSON, D.	Clerk II, Adult	05/19/81	10	NA	0.50	40.0	1,040	12.01	12,490.40	955.92	874.33	1,045.80	190.98	55.14	15,612.16	
136	WALTERS, J.	Clerk I, Circulation/Admin	09/28/87	10	NA	1.00	40.0	1,040	10.62	11,044.80							
	(El Hinn) VACANT	Library Assistant, Children's	01/01/93	3	07/01/94	0.50	40.0	1,040	11.71	12,178.40							
138	WNEK, E.	Clerk I, Circulation	10/09/92	10	NA	1.00	80.0	2,080	10.62	22,089.60	1,689.85	1,546.27	2,091.60	381.96	110.28	29,209.24	
168	ACAMS, G.	Clerk I, Circulation	02/18/92	1	08/18/93	0.50	40.0	1,040	8.72	9,095.20	809.60	724.06				12,143.31	
						0.78	62.0	1,612	10.11	16,297.32	1,246.74	1,140.81	1,631.45	297.93	86.02	20,700.27	
109	CONN, G.	Clerk I, Circulation	02/21/87	9	07/20/94	0.63	50.0	1,300	8.30	10,995.00							
	(El Hinn) VACANT	Clerk I, Circulation	N/A	5	01/01/94	0.63	50.0	1,300	8.72	11,559.75	846.07	774.18	1,317.71	240.63	69.48	14,307.82	
167	GARCIA, L.	Clerk I, Literacy	01/07/92	18	08/07/93	0.50	40.0	1,040	8.37	8,748.40	809.60	724.06					
						0.50	40.0	1,040	8.79	9,089.82	695.37	636.29	1,045.80	190.98	55.14	11,713.40	



Placentia Library District																					
FY1993-1994 Budget Salary Worksheet																					
May 1993																					
Same Staffing Level as FY1993 with No COLA for Anyone																					
PAYROLL NUMBER	NAME	POSITION	DATE HIRED	STEP	STEP INC. DATE	FTE	HRS/PAY PERIOD	NUMBER HOURS	SALARY PER/HR FY93	SALARY PER/HR FY94	FICA & MEDICARE	PENSION	MEDICAL	DENTAL	VISION	TOTAL COMPENSATION					
																	SALARY FACTOR FY93	SALARY FACTOR FY94	TOTAL SALARY FY94		
116	GEORGE, J.	Clerk I, Circulation/Admin	06/15/90	5	12/28/93	0.54	43.0	559	9.63	0.0%	0.0%	5,383.17	10.11	5,662.33	11,035.50	844.22	772.48	1,129.46	206.26	59.55	14,047.47
135	TURNER, K.	Clerk I, Circulation	07/01/85	10	N/A	0.60	40.0	1,040	10.62	0.0%	0.0%	11,044.80	844.93	773.14	1,045.80	190.96	55.14	13,954.78			
	SUBSTITUTE CLERK	Clerk I, Circulation				0.12		240	8.30	0.0%	0.0%	1,992.00	152.39	199.44							2,283.83
160	GUZMAN, E.	Library Aide, Childrens	08/24/91			0.50	40.0	1,040	5.99	0.0%	0.0%	6,229.60	476.56	436.07	1,045.80	190.96	55.14	8,434.16			
119	HYMAN, C.	Library Aide, Circulation/Adult	09/22/86			0.60	48.0	1,248	5.99	0.0%	0.0%	7,475.52	571.88	523.29	1,254.96	229.18	66.17	10,120.99			
121	JACKSON, M. E.	Library Aide, Circulation/Adult	05/26/87			0.50	40.0	1,040	5.99	0.0%	0.0%	6,229.60	476.56	436.07	1,045.80	190.96	55.14	8,434.16			
	PAGE	Page Shelters				2.50	200.0	5,200	4.75			24,700.00	1,889.55	1,729.00							28,318.55
						23.92						664,387.79	50,840.97	46,521.15	47,628.17	7,259.67	2,753.93	819,590.07			





## Palos Verdes Library District

650 Deep Valley Drive, Palos Verdes Peninsula, California 90274-3662  
(310) 541-2559 or 377-9584 FAX (310) 541-6807

Linda P. Elliott, Director

**TO:** Members of the Board of Library Trustees  
**FROM:** Linda P. Elliott, Director *lpe*  
**SUBJECT:** 1993/94 Budget - 2nd Reading  
**DATE:** May 13, 1993

### **SECOND READING AS COMPARED TO THE FIRST READING**

The Second Reading of the 1993/94 budget has incorporated, effective July 16, 1993, the revenue and expenditure assumptions related to Modules I, II, III, and V. Module I includes the closure of the branches, with associated staff, materials, supplies, and processing reductions. Module II includes non-public support staff reductions. Module III includes the elimination of Sunday hours at Peninsula Center. Module V includes an additional reduction of eleven (11) hours at Peninsula Center. The net savings of these four modules is \$464,131 on an annual basis and \$444,792 with an effective date of July 16, 1993. Included in the Second Reading are further reductions in library materials, professional development, public relations, maintenance, library supplies and the Los Angeles County tax collection fee as well as reductions in the property tax estimate. The impact of all these changes is summarized in Attachment C.

As shown on the attached budget summary, the Second Reading of the 1993/94 Budget is a deficit budget which reduces the fund balance by \$44,655. This fund balance will still be adequate to provide for the District's July through December cash requirements.

### **SECOND READING AS COMPARED TO 1992/93 BUDGET**

#### **Revenues**

Overall, total revenues are budgeted in the Second Reading of the 1993/94 budget at \$2,659,905, a decrease of \$1,024,783 or 28%, from the approved 1992/93 budget. Property taxes are budgeted at \$2,342,446, a decrease of \$987,568 or 30% from the

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To	Liz Minter	From	Nancy Maher
Co.	Placentia	Co.	PVLD
Dept.		Phone #	
Fax #	714/528-8336	Fax #	

11.1

TRUSTEES: William Glantz                      Robert Rowe                      Janet E  
BRANCHES: Malaga Cove Library, 2400 Via Campegina, Palos Verdes Estates, C  
Miraleste Library, 29089 Palos Verdes Drive East, Rancho Palos Verdes, CA 90274



Members of the Board of Library Trustees  
1993/94 Budget - 2nd Reading  
May 13, 1993

approved 1992/93 budget. Contributing to the decline in property tax revenues are three factors: (1) the continuation of the State capture of 10% of our reported 1990/91 total revenues which amounts to \$402,795, an increase of \$58,853 from 1992/93; (2) the assumption that AB 8 will be repealed which would result in an additional loss of District revenue to the State estimated at \$352,984; and (3) the assumption that SDAF will be discontinued due to the repeal of AB 8 resulting in the elimination of the SDAF distribution which in 1992/93 amounted to \$664,103.

In addition, the rate of increase in the assessed valuation of property has dropped. We are estimating a 2.5% increase in secured/unsecured assessed valuations for the District in fiscal year 1993/94. This estimated assessed valuation increase compares to the 2.65% increase being estimated by the Los Angeles County in preparing its 1993/94 budget. In 1992/93, the rate of increase was 6.1%.

*Property tax revenues have been reduced \$1,591,551 or 40% when compared to the 1991/92 actual -- just two years ago.*

Internal income is budgeted at \$264,289, a decrease of \$9,347 or 3%, from the approved 1992/93 budget. The main reason for this decrease is the projected loss of internally generated revenue related to the proposed closing of the branches and reduction of Peninsula Center hours coupled with the assumption that we no longer will be receiving \$15,588 in CLSA funds from the State. Fines and fees increases, approved by the Library Board effective January 1, 1993, partially offset these reductions.

Interest income is budgeted at the same amount as 1992/93. We are assuming that the earnings rate will continue at slightly under 4%.

Public Library Fund (PLF) monies have not been budgeted in 1993/94. We cannot meet the current Maintenance of Effort requirement for these funds because of the previous reductions in the materials budget.

### Expenditures

Total expenditures are budgeted at \$2,704,560, a reduction of \$980,078 or 27%, from the approved 1992/93 budget. A large amount of this reduction (\$566,376) is that we are not budgeting any transfers to the Building Fund or to the Asset Replacement Fund. Overall, operating expenditures are lower than the 1992/93 budget by \$413,702, or 13%. This reduction is entirely due the implementation of service reductions amounting to \$489,646 at all three locations of the District offset by the budgeting of \$72,150 for the November 1993 Trustee election.





Members of the Board of Library Trustees  
1993/94 Budget - 2nd Reading  
May 13, 1993

### Salary and Related Accounts

Total Salary and Related expenditures are budgeted at \$1,662,880, a reduction of \$343,034 or 17%, from the approved 1992/93 budget. Salary and related costs continue to be 61% of total operating costs.

Budgeted Salary and Related costs are based on projected salaries, including scheduled step raises amounting to an overall 1.3% increase. The Second Reading incorporates the recent agreement with the employee association. This provides no increase in cost-of-living for the term of the two year contract. There are no changes in benefits for the employee. However, the District has agreed to pay any increases in the cost of the HMO plan during the contract period so that the employee contribution does not change.

The 1993/94 salary budget includes the impact of the twelve (12) frozen positions resulting from attrition during 1992/93 as well as the twenty-four (24) positions resulting from the implementation of Modules I, II, III, and V, effective July 16, 1993.

The 1993/94 budget also includes an increase in group insurance cost of \$20,000 representing an estimated rate increase of 15%, effective July 1, 1993. The budget includes the continuation of the District paying the increased costs of the health insurance premium so that the employee contribution does not change through June 30, 1994.

We are also budgeting a \$41,564 increase in expenditures for PERS because during 1992/93 we exhausted the PERS surplus that can be used for offsetting the District's costs.

### Building and Maintenance Accounts

Total Building and Maintenance costs are budgeted at \$369,311, a reduction of \$25,020 or 6%. The major reason for the overall lower costs is the projected reduction in utilities and other maintenance costs due to the proposed closing of the branches offset by increased telephone costs associated with the off-site locations during the building construction (approximately \$15,000). We have budgeted some on-going costs at the branches that will continue such as utilities, landscaping, fountain cleaning and alarm system costs. We have also included a provision for added maintenance cost at the branches, such as graffiti removal, because there would not be daily supervision if the branches were closed.

### Office and Library Accounts

Total Office and Library expenditures are budgeted at \$269,975, up \$31,403 or 13%. This is primarily due to the cost of the November 1993 election of library trustees. This biennial expenditure is budgeted at \$72,150, which is up from the



**Members of the Board of Library Trustees  
1993/94 Budget - 2nd Reading  
May 13, 1993**

November, 1991 election expenditure of \$48,970 due primarily to the fact that ballots now must be printed in six languages. Partially offsetting this cost increase are savings from the potential closing of the branches of \$8,000 and overall reductions in professional development, public relations, library supplies and the lower county fee for collecting a reduced amount of property taxes.

### **Library Materials**

Library Materials are budgeted at \$402,394, a decrease of \$62,591 or 14%, from the approved 1992/93 budget. This budgeted amount represents 15% of the budgeted operating expenditure level.

The 1993/94 budget incorporates the reduction in library materials of \$47,390 related to the proposed July 16, 1993 branch closures plus additional savings of \$15,700 related to overall reductions associated with the reduced revenues.

### **Fixed Asset Accounts**

We are not budgeting any fixed asset acquisitions in 1993/94.

### **Summary - Budget Shortfall**

Given these changes in revenues and expenditures, there still exists a projected budget shortfall of \$44,655. Since the operating expenditures have been reduced, the overall fund balance requirement to provide cash for the period between July 1 through December 15 could be reduced.

Every indication from Sacramento is that the State will not make its statutory deadline for passing its budget. Nor do we expect that the County Board of Supervisors will meet its October deadline for SDAF distribution (if SDAF still exists). At a recent meeting of county and city librarians, they indicated that their jurisdictions are not waiting for the State's final budget before passing their local budgets. The magnitude of the cuts is so great that they cannot afford to wait. For the Library District, every week's delay in making a decision regarding the implementation of the recommended modules would cost approximately \$10,000.

Attachment D shows the five year impact of the implementation of the recommended modules. The budget deficit in future years is still problematic, with a projected five year deficit of over \$1.6 million. I am concerned that in future years the State will continue to increase the amount of "capture" of local dollars. Even the proposed 1993/94 budget does not recognize a "worst case" scenario in terms of possible State actions.



# LAFCO County of Orange Local Agency Formation Commission

1200 N. MAIN STREET, SUITE 614  
SANTA ANA, CALIFORNIA 92701

TELEPHONE: (714) 568-4181  
FAX: (714) 569-1173

March 3, 1993

TO: LAFCO Chairman and Commissioners

FROM: Executive Officer

RE: Inventory of Special Districts

CHAIRMAN  
DAVID BORAN  
REPRESENTATIVE OF  
GENERAL PUBLIC

VICE-CHAIRMAN  
DON R. ROTH  
SUPERVISOR  
FOURTH DISTRICT

GADDI H. VASQUEZ  
SUPERVISOR  
THIRD DISTRICT

EVELYN R. HART  
COUNCILWOMAN  
CITY OF  
NEWPORT BEACH

JAMES H. FLORA  
MAYOR  
CITY OF LA HABRA

ALTERNATE  
VERNON S. EVANS  
REPRESENTATIVE OF  
GENERAL PUBLIC

ALTERNATE  
CHARLES V. SMITH  
MAYOR  
CITY OF WESTMINSTER

ALTERNATE  
SUPERVISOR  
VACANT

JAMES J. COLANGELO  
EXECUTIVE OFFICER

## BACKGROUND

There are over 80 special districts within Orange County. Many of these are subsidiary districts of incorporated cities, but over fifty of these districts are independent or dependent districts providing specific services to local areas.

There are sixteen dependent special districts within the County. These are districts governed by either the Board of Supervisors (county service areas and the Orange County Flood Control District) or appointed county supervisors, city council members, and special district board members (County Sanitation Districts).

The other 38 districts are independent, with a board of directors which are directly elected to administer the district. A majority of these districts (twenty), serve primarily as water providers.

## WATER DISTRICTS

Nearly all of Orange County's water supply comes from two sources: imported water from the Metropolitan Water District (MWD) and groundwater managed by the Orange County Water District (OCWD). There are five agencies which receive water directly from the MWD: the Cities of Anaheim, Fullerton and Santa Ana; the Municipal Water District of Orange County (MWDOC); and the Coastal Municipal Water District (Coastal). The two municipal districts, MWDOC and Coastal, provide wholesale water to the remaining cities and districts in the County.

A 1982 Orange County Grand Jury report recommended that OCWD, MWDOC and Coastal be consolidated to provide a single agency to import water to Orange County. However, this recommendation was never implemented.

Further complicating the water delivery picture, a third municipal water district, Tri-Cities Municipal Water District (Tri-Cities) purchases water from Coastal and sells to other retail agencies.

.....

.....

.....

With few exceptions, the retail water districts are located in south Orange County, which, until recently, was predominantly unincorporated. With the recent incorporation activity in this area, many of these districts now provide water service to incorporated areas. Only one district, the Los Alisos Water District, lies entirely within the boundaries of single city (Lake Forest), and one other district, the Capistrano Beach County Water District, provides service almost exclusively to the City of Dana Point. The remainder of the districts serve substantially more than just one city.

#### WASTEWATER DISTRICTS

The County's wastewater is managed by three agencies: the County Sanitation Districts of Orange County (CSDOC); the Alisos Water Management Agency (AWMA); and the South East Regional Reclamation Authority (SERRA). These agencies provide wastewater treatment and outflow services for the County's cities and special districts.

Within the past several years, two agencies (the Stanton County Water District and Cypress County Water District) were dissolved with the cities they served assuming maintenance responsibility for the sewer lines. Several other consolidations and dissolutions have also been considered, including: the Garden Grove Sanitary District; Midway City Sanitary District; Los Alamitos County Water District; Dana Point Sanitary District; and Capistrano Beach Sanitary District.

#### COMMUNITY SERVICES DISTRICTS

Four of the five community services districts (CSDs) within the county provided limited services within private, gate-guarded communities. The fifth, Rossmoor Community Services District (RCSD), provides park and recreation, street lighting, and landscape maintenance services to approximately 10,000 residents in an unincorporated area of western Orange County.

#### RECREATION AND PARK DISTRICTS

The Silverado-Modjeska Park and Recreation District provides recreation services to residents within approximately 1,600 acres of canyon area in the Santa Ana foothills.

The Capistrano Bay Park and Recreation District provides park maintenance and recreation services to the residents of the City of Dana Point. Dana Point is the only city in Orange County which does not provide its own park and recreation services to its residents.





### LIBRARY DISTRICTS

Both the Buena Park Library District and Placentia Library District operate libraries within the boundaries of incorporated cities. Unlike the cities of Anaheim, Fullerton, Santa Ana and Yorba Linda, these libraries are not administered by the city council, but by an independently elected board of directors.

### COUNTY SERVICE AREAS

Since 1986, five of the County Service Areas (CSAs) in south Orange County have been dissolved as a result of incorporation and annexation activity. Six CSAs still remain, although one, the Aliso Viejo CSA is inactive, and another, the Harbors, Beaches and Parks CSA is a countywide district.

### OPPORTUNITIES FOR CONSOLIDATION

Obviously, even this brief summary of special districts raises some questions regarding the need for so many special districts within a predominantly incorporated county. In addition to reconsidering the feasibility and benefits of consolidating the water wholesalers (OCWD, MWDOC, Coastal, and Tri-Cities) and further studying the potential for consolidating or dissolving wastewater districts serving incorporated areas, several other alternatives are worth considering.

These would include further study of the services provided by the Capistrano Bay Parks and Recreation District within the City of Dana Point, and both the Buena Park and Placentia Library Districts.

### CONCLUSIONS

The intent of this report is to provide your Commission with an overview of the organization of special districts within Orange County. While staff has identified several districts for further study, it is not anticipated that all of these districts will be recommended for consolidation or dissolution. Likewise, other districts may be identified in the future for evaluation of the most efficient provision of the services they provide.



March 3, 1993  
Re: Inventory of Special Districts  
Page 4

RECOMMENDED ACTION

1. Direct staff to begin comprehensive sphere of influence reviews on special districts within Orange County to determine where, if any, opportunities exist for consolidation or dissolution.

Respectfully submitted,

  
James J. Colangelo

JC:s





# legislative alert

Agenda Item 21  
Attachment A  
Page 1

CALIFORNIA  
SPECIAL  
DISTRICTS  
ASSOCIATION

May 10, 1993

**U R G E N T !!! ACT NOW!!!**

THE ASSEMBLY IS EXPECTED TO VOTE NEXT WEEK ON THE \$2.6 BILLION TAX SHIFT FROM LOCAL GOVERNMENTS TO THE STATE. The special district portion of this shift is likely to be more than four times the amount districts lost in the current year shift -- possibly close to \$800 million. Other likelihoods in this proposal include:

No protection for debt service

No multi-county exemption

Superpot -- taking all of special district augmentation/tax revenue, and letting the county boards of supervisors be responsible for allocating what remains after the shift.

It is crucial that you and your local allies **contact your legislators now**. Please tell them that:

- 1) The shift of local revenue to the state is a hidden tax increase. The state is using local revenue to solve the state's dilemma. Do not refer to this as a shift to schools. It is a shift of local revenue to solve the state's dilemma.
- 2) Of the \$2.6 billion scheduled to be taken, about \$1.1 billion is historically local revenue, not AB 8 funding.
- 3) Instead of saying generally that you will have to cut back services or lay off staff, be specific. Assume that you will lose every dollar of your property tax revenue, and explain what this will mean to your district's residents in very human terms. Some examples would include:

Emergency medical response times will lengthen from 11 to 30 minutes.

Gang and racial tension prevention activities such as midnight youth basketball will cease to exist.

Agenda Item 21  
Attachment A  
Page 2

Library hours will be cut to just two days a week. Many unemployed people look to the library as a reference guide when job hunting.

The airport will no longer be able to assist in donor organ transport, or serve as a hub for firefighting. Business and the local economy will be hurt if the airport is unavailable.

Burial costs will triple. Even middle class families will no longer be able to afford a decent burial.

Water or utility rates, which went up 30% as a result of the current year shift, will have to be doubled again to make up for lost revenue. This is an unbearable burden for seniors living on fixed incomes.



# legislative alert

Agenda Item 21  
Attachment C  
Page 3

CALIFORNIA  
SPECIAL  
DISTRICTS  
ASSOCIATION

## BUDGET ALERT

May 13, 1993

The Assembly Committee on Ways and Means passed two versions of the State Budget yesterday; one with the 1/2 cent sales tax and one without. The 1/2 cent is scheduled to expire on June 30, 1993, and if it is allowed to expire, would add \$1.5 billion to the growing deficit.

Both versions of these proposed Budgets include shifting the entire \$2.6 billion of local agency property tax revenues as proposed by Governor Wilson. While specific details are not yet clear, we believe the proposals would shift \$590 million from non-enterprise special districts and \$150 million from enterprise special districts. The \$590 million includes \$200 million, which is the shortfall from the 1992-93 35%-10% formula that was to have raised \$375 million.

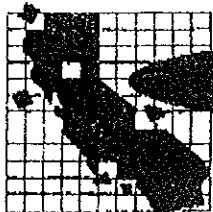
Additionally, we understand that there will be no exclusions or exemptions, including debt service or multi-county special districts.

We understand that these proposals will be on the Assembly Floor next week, either Monday or Tuesday. Given the shortness of time, you need to contact your Assembly member as soon as possible and urge them to vote against the property tax shift element of these Budget proposals.

The Governor is encouraging the Assembly Republicans to support the shift, which coupled with Democrats that have already indicated their support, could provide sufficient votes to pass these measures to the Senate.

Please contact your Assembly members as soon as possible.

Please feel free to call CSDA headquarters at (916) 442-7887 if you have any questions or comments.



# legislative alert

Agenda Item 21  
Attachment A  
Page 4

CALIFORNIA  
SPECIAL  
DISTRICTS  
ASSOCIATION

## UPDATE

For your information, the Speaker announced during today's Assembly Floor Session that the Budget and Trailer Bills will be taken up on the Assembly Floor on Thursday, May 20, 1993, by Special Order at 9:00 a.m.

If you have questions or need additional information contact CSDA at (916) 442-7887.



May 14, 1993

TO: ALL COOPERATIVE LIBRARY SYSTEMS FOR FORWARDING TO  
MEMBER LIBRARIES AND CIA LEGISLATIVE CONTACTS

FROM: Mike Dillon, Lobbyist  
California Library Association

RE: LEGISLATIVE ACTIONS

I. SB 566 - OVER TWO WEEKS

Recently Senator Roberti, author of SB 566, the benefit assessment legislation, agreed to take amendments requested by Senator Quentin Kopp to address the issue of rent control, particularly with respect to San Francisco. In drafting the amendments to meet Senator Kopp's concern, care had to be taken to also take into consideration different concerns by Senator Tom Hayden, who is an advocate for rent control for some of the cities in his district.

Initially it was assumed that the language developed and agreed to on the previous evening was satisfactory and the bill would be taken up yesterday as scheduled. As Bill Sibarling, the LA County Lobbyist, and I waited anxiously with CIA Legislative Committee Chair Anna Marie Gold, and David Flint with L.A. Public Library, word was passed to us by Senator Roberti's staff that Senator Kopp wanted the amendments to be submitted in Legislative Counsel form on the Floor. Senator Roberti's staff did their utmost in attempting to rush the amendments through the Legislative Counsel process. However, the amendments were still not ready by the time the Senate was ready to adjourn at approximately 3:00 p.m. yesterday. As a consequence, it became necessary for the bill to be put over. Since a number of senators will be out of town next Thursday, we have opted to put the bill over for two weeks.

II. SB 368 - COUNTY SPECIAL DISTRICT LIBRARIES

The Senate passed SB 368-Kopp yesterday afternoon on a vote of 38-0. SB 368 would clarify that the twenty-nine property tax libraries are special districts for the purposes of retaining their property taxes. After a brief presentation by Senator Kopp, and there being no opposition on the Floor, presiding officer Senator Beverly asked for a substitution of the previous roll call and the bill was passed with little fanfare.

III. BUDGET BILLS MOVE

Wednesday the Assembly Ways and Means Committee passed two versions of an assembly budget to the Assembly Floor. The vote was along party lines with democrats voting yes and republicans voting no. The only difference between the two budgets (known as budget scenario A and budget scenario B) is that one is built on

extending the 1/2 cent sales tax, the other is not. Without the extension of the 1/2 cent sales tax, an additional \$1.4 billion out will need to be made. The Committee also passed approximately 20 "trailer bills" in skeletal form, which will be amended on the Floor next week with various provisions relating to the budget. Significant among these bills will likely be the \$2.6 billion property tax shift from local government to schools.

On the senate side, committees were wrapping up their actions on the senate budget and are expected to report to the full committee sometime next week or early the following week. The full Senate is scheduled to debate the budget bill shortly thereafter.

IV. BUDGET PICTURE WORSENS

During yesterday's Ways and Means Committee debate on the budget, Steve Olson, the Deputy Director of Finance, stated that the Governor's May revised budget, due out next week, will be based on a revenue shortfall \$2 to 2.5 billion worse than the Governor's January budget. One of the reasons, which caught the committee by surprise, was a \$600 million shortfall in property taxes that did not materialize for schools because of lower than expected assessed valuation increases and because the property taxes shifted from special districts to schools into the so-called ERAF fund were short about \$200 million. Other reasons, more commonly known, included federal funds for immigrant services that did not materialize, the Legislature's refusal to eliminate the Governor's proposal to repeal the renter's tax credit, and severe reductions to welfare benefits that the Governor had proposed but which the legislature refused to enact. What programs the Governor will cut to make up for the additional budget shortfall is anyone's guess at this point.

ontyme.514

# CALIFORNIA ADVOCATES, INC.

Park Executive Bldg., 925 L Street, Suite 350, Sacramento, CA 95814 (916) 441-5050

April 29, 1993

## MEMORANDUM

TO: Independent Library District Coalition

FROM: Mike Belote - California Advocates, Inc.

SUBJECT: Status Report

The following is defined to highlight the current status of a number of issues important to the coalition. I apologize for the delay in getting this report out, but the certain key bills were changing rapidly and I wanted to wait for the right moment to "snapshot" them for you.

## GENERAL

There continues to be tremendous uncertainty and anxiety about the budget and fiscal situation. A few random comments:

- o Senate Minority Leader Ken Maddy had announced an expedited budget process a couple of months ago, wherein he expressed hope for early adoption of a final budget. Maddy has now been quoted that the outlook for budget passage is even worse than last year, and could stretch through the entire summer;
- o We are heading towards release of the "May revise" when updated revenue statistics are released, and many in the Capitol are speculating privately that the state will realize at that point that it has even less money than anticipated;
- o while there is not 100% unanimity being expressed, there seems to be general consensus that the \$2.6 billion shift will occur; in various committees legislators are uttering totally unchallenged remarks that "locals are going to lose a lot of property taxes";

- o widespread discussion is occurring in various committees about "reinventing government." Government operations which used to be routine are generating serious examination, including the state's role in licensing, medical and mental health care and others. The Legislature is also struggling with fees over basic county services, such as trial courts, recorders offices and the like;
- o legislators' frustration seems to be spawning a growing conviction that counties should be put "on their own", with drastically reduced mandates and less fettered revenue options;
- o There is a small but growing movement among counties to stage a modern day "Boston Tea Party" by refusing to comply with any property tax shift. If this ever happened, the response by the state would be totally unpredictable.
- o a working group has been established with approximately 25 participants, to discuss the local government fiscal situation. Private sector participants include Realtors, builders, Chamber of Commerce, California Taxpayers Association and others. On the public side, associations representing cities, counties, special districts, libraries, schools, and others are involved. The structure is rather elaborate and formalized, and is being conducted by a "facilitator" provided by a U.C. conflict resolution organization. Should this group achieve a breakthrough of some type, it is possible that relieved legislators could defer to their ideas in a meaningful way.

With the preceding as background, the following is the current status of specific legislative issues:

- o Senate Bill 566 (Roberti) - Library Benefit Assessments: This CLA-sponsored bill received a rather tortured hearing process by the Senate Local Government Committee. Two weeks ago, the committee met all morning on a variety of bills and did not address Senate Bill 566 until just prior to adjournment for lunch. Taken up under a "letter of authorization" from Senator Roberti, Mike Dillon presented the bill to a committee short of members. Opposition to the bill (Realtors and other business groups

participating in the working group and hoping for a more "global solution") had been present but had left the room by the time the bill was taken up. A small group of witnesses testified in support, Senator Calderon (D-Los Angeles) made an impassioned speech on the importance of preserving libraries, and the bill was held over for "vote only" at a later time. No opposition testified.

Last week, the committee convened and took testimony on Senate Bill 695 (see below) but did not further address Senate Bill 566 until an unusual session reconvened after dinner when the bill was presented by Terri Burns from Senator Roberti's staff for vote only.

The bill was passed by a 4-1 vote, with four votes required for passage. Labelled "non-fiscal" by the Legislative Counsel, the bill need not be heard by the Appropriations Committee, and may be considered on the Senate Floor on May 6.

One person's perspective: While passage of the bill is a good sign, and certainly better than not passing it, committee approval seemed to represent agreement to keep the issue moving so it may be further considered. The committee may also approve Senate Bill 695, sending virtually the opposite message on benefit assessments. On the whole, the committee seems quite uncomfortable about a "race to the ballot box" for benefit assessments, and they are also considering bills authorizing assessments for habitat maintenance and other purposes. It is not possible to discern a consistent policy in this area.

- o Senate Bill 695 (Leonard) - Benefit Assessments: This bill proposes a very radical restructuring of benefit assessment procedures. The basic theory is that benefit assessments are disguised taxes, imposed without sufficient public debate or even awareness. The most important feature of the bill is that votes would be required for all benefit assessments, in place of the current protest procedures. Depending upon whether the assessment has a "direct" or "indirect" benefit to the land (libraries would almost certainly be indirect"), the bill proposes

either a majority or two-thirds vote. The committee asked Senator Leonard to consider lowering the indirect vote to 60%, or to consider making the vote for all purposes 60%. The present status on this point is unclear. Depending upon the specifics in the bill, benefit assessments could be as difficult to approve as parcel taxes, thus eliminating them as viable revenue sources.

The bill was taken up last week when the Local Government Committee reconvened after dinner. Senator Leonard had a small coterie of witnesses in support of Senate Bill 695, chief among them the Howard Jarvis Taxpayers Association. An army of witnesses appeared in opposition, representing public agencies, bond counsel and underwriters, and others. With a short-handed committee, Senator Leonard elected to put the bill over, probably again for "vote only", on May 5. Note that this is the day before the Senate Floor is likely to consider Senate Bill 566.

The fate of Senate Bill 695 in the Local Government Committee is unclear. The bill clearly has proponents on the committee, including the forceful Quentin Kopp from San Francisco. Then too, the committee clearly is concerned about the benefit assessment trend: Senator Kopp described a plan to form the entire city of San Francisco as a benefit assessment district for fire purposes, reportedly with an annual assessment which could be as high as \$490 per parcel.

Should Senate Bill 695 not pass the committee, which is at least an even possibility, Senator Leonard is going to remain energized on the benefit assessment issue.

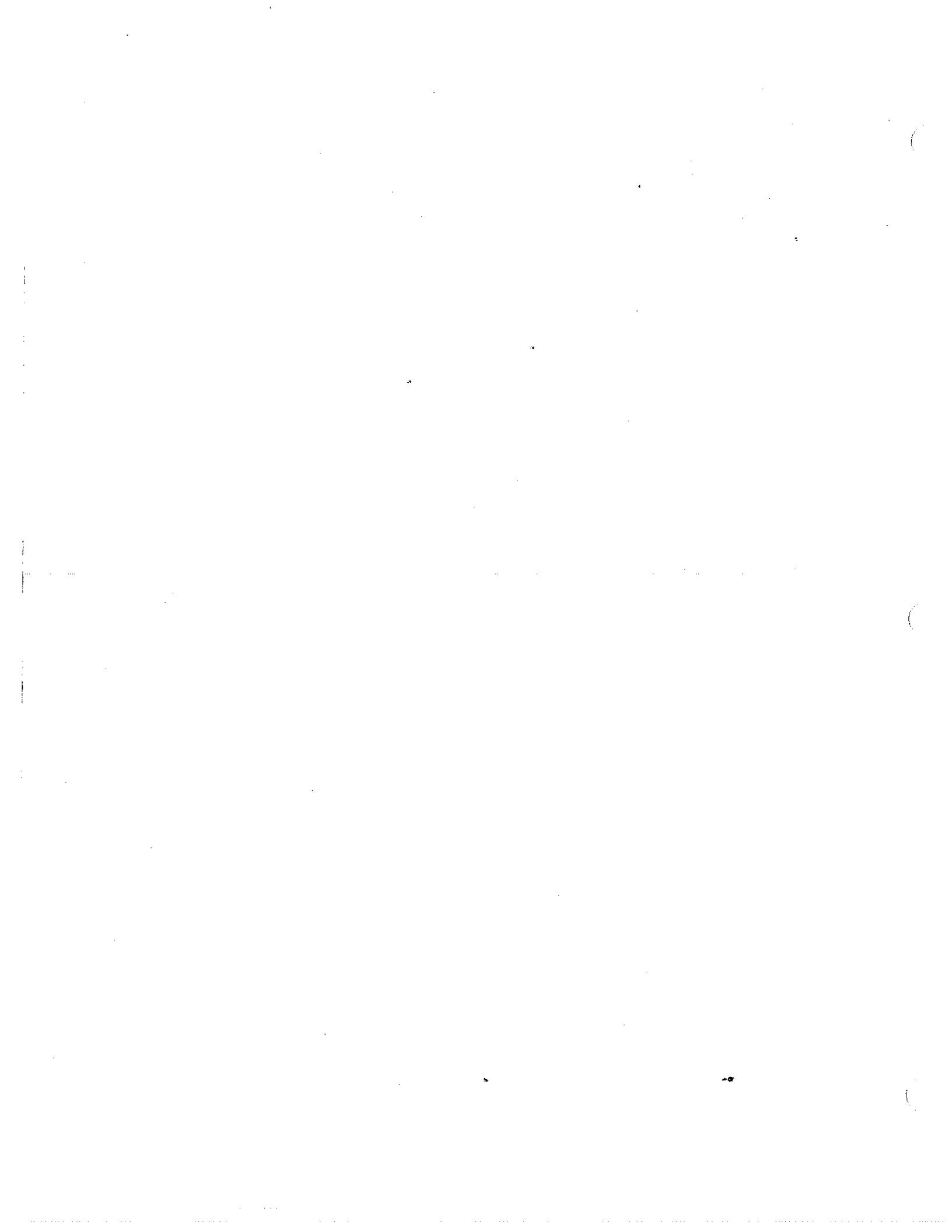
o Assembly Bill 491 (Farr) - LAFCO Consolidations: The bill authorizes LAFCO to initiate consolidation proceedings, rather than to await initiation by the affected districts. Although this is a very significant bill in a very explosive area, the bill was passed rather routinely by the Assembly Local Government Committee last week. Of course passage of the bill was assured in Assemblyman Farr's own committee, but passage was made even more smooth with the support of the counties and special

Agenda Item 21  
Attachment C  
Page 5

districts association. In conversations with Ralph Heim, it is clear that CSDA has made a political determination to work closely with Mr. Farr to obtain a bill which might (1) get more special district representation on LAFCO, and (2) provide that a modest protest by the community will table the consolidation proceedings. In other words, LAFCO might initiate consolidation, but if 10 - 20% of the residents protested, the merger would not move forward. The fear is that other legislative proposals on mergers might be far more draconian, and given our conversations with legislators, this is very likely the correct assessment.

Assembly Bill 491 is also a non-fiscal bill, and will next be heard on the Assembly Floor.

Many of the coalition representatives will be in Sacramento for Legislative Day. At that time we can report and discuss further our approach and strategy as we move closer to the budget season. Please feel free to call with any questions or comments. On the whole, though, it would appear that Senate Bill 695





Placentia Library District  
FY1993-1994 Budget Salary Comparisons  
May 1993

0% COLA  
Thur 6-9 PM  
All Fridays  
1.13 Lib Clerk  
1.0 Lib Asst  
1.25 Libn II  
1.00 Asst Dir

Object Code	Category	FY1992-1993 Budgeted	May 1993		No Eliminations NO COLA	Vacants Elim. 3% COLA OCEA Only	Vacants Elim 0% COLA	
			FY1992-1993 Budgeted With Jan Adj.	No Eliminations 3% COLA OCEA Only				
010-000	Salaries & Wages	735,250	646,135	678,896	664,588	643,017	629,754	526,486
	FICA & Medicare Pension Plan	56,246 50,829	49,428 50,829	51,936 51,468	50,841 51,468	49,191 51,468	48,176 51,468	40,276 51,468
020-000	Total Retirement	107,075	100,257	103,404	102,309	100,659	99,644	91,744
	Health Insurance	36,200	36,200	47,628	47,628	44,219	44,219	36,803
	Dental Insurance	6,600	5,836	7,259	7,259	6,755	6,755	5,521
	Vision Insurance	2,250	2,064	2,753	2,753	2,574	2,574	2,131
030-000	Total Insurance	45,050	44,100	57,640	57,640	53,548	53,548	44,455
	TOTAL	887,375	790,492	839,940	824,537	797,224	782,946	662,685
	Target Savings		665,492 125,000	(49,448)	(34,045)	(6,732)	7,547	127,808

637 Gardenia Ave  
Placentia, CA 92670

May 6, 1993

Ms. Elizabeth Minter, Director  
Placentia Library  
Placentia, CA 92670

Dear Ms. Minter:

I'd like to suggest ways of obtaining, magazines, books, dollars, and help for the library. It's time for new thinking, we don't need to keep going to the government for all our needs.

Go out to the citizens of Placentia with a mailing to every household and business asking for their help. Or, if postage costs are too high, have students walk their neighborhoods and distribute the letter in the form of flyers--Placentia is not that big a town--it could be done in a weekend or during the summer when the kids are not in school, it would give them something constructive to do.

Have a pledge drive like the public radio and TV stations have been doing for years. The Civic Center has a nice courtyard in the complex that could be used for summer concerts or art auction with works donated by some of the Placentia Art Association to raise money for the library. The Friends of the Library could help with this as well. This could be done several times a year. The pretty fountains are going to waste. An area like this would be utilized in a small European town to draw the community. Ours sits empty on summer evenings.

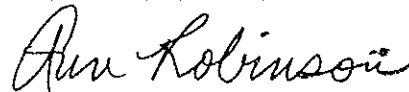
Involve the students who use the library--let them volunteer their time and learn library science at the same time for school credit. Get the schools involved with this type of program. Their libraries could use similar ideas. Where are the retired librarians and seniors who could volunteer a few hours on Saturday or Sunday to keep the library open?

How much does a magazine subscription cost--\$18 to 20/year. People spend more than that to attend a movie on a Saturday night. I'd gladly donate a couple of subscriptions. Get lists prepared of the publications you need and ask the local businesses donate money to purchase these books--it would be a tax write off for them. (Emphasize that fact to them.)

I'm sending a copy of this to Mayor Moreno and the City Manager, Mr. D'Amato. I have no expertise in marketing, but there must be individuals in Placentia that do who could advise you. You might put this request in your letter, making it clear, of course, that it is strictly on a voluntary basis. We have an lot of individuals out there who spend a great deal of time sitting in front of their TVs, bored, who could be contributing to worthwhile causes!

Please feel free to call on me if there is anyway in which I can help other than with words.

Very truly yours,



Ann M. Robinson

cc: Mayor Maria Moreno  
Robert D'Amato

P.S. I do work full time, but my work number  
is 834-5610 (7:30-5 pm) Home: 993-0326

TO: Library Board of Trustees  
FROM: Elizabeth D. Minter, Library Director *Edm*  
DATE: May 17, 1993  
SUBJECT: Special District Augmentation Fund (SDAF) Application for 1993-1994.

**BACKGROUND:**

At its meeting on March 15, 1993, the Board instructed me to file a Special District Augmentation Fund (SDAF) Application for 1993-1994 in the amount of \$400,947.

The Board of Directors of the Independent Special Districts of Orange County (ISDOC) has agreed to form a "Selection Committee" to advise the Orange County Board of Supervisors on the Distribution of the Special District Augmentation Funds for 1993-1994. I have been asked to coordinate this presentation for ISDOC.

A copy of the letter sent to each District General Manager and Board President is Attachment A.

A copy of the resolution for Placentia Library District is Attachment B.

**RECOMMENDATIONS:**

1. Read Resolution 93-2 by title only.
2. Adopt Resolution 93-2.

# PLACENTIA LIBRARY DISTRICT



411 East Chapman Avenue

Placentia, California 92670

(714) 528-1906

April 23, 1993

Ms. Margaret V. Dinsmore  
Placentia Library District Board of Trustees  
2108 Rosemont  
Placentia, CA 92670

Dear Ms. Dinsmore:

The Independent Special Districts of Orange County need your help today!

The 1992-93 Budget legislation amending the Revenue and Taxation Code as adopted by the State contains a provision that an independent special district selection committee may meet and adopt a resolution recommending a particular distribution of the Special District Augmentation Fund for that fiscal year.

Representation of a majority of all the independent special districts in the county is required to constitute a quorum for the transaction of business by an independent special district selection committee.

The Ad Hoc Committee met this morning and authorized the preparation of the enclosed sample resolution to be adopted by each independent special district in Orange County in order to establish the authority of the Selection Committee.

Please let me know right away:

1. Will Placentia Library District adopt the resolution?
2. What is the latest date I can have two certified/sealed copies of your resolution?
3. The Committee will be meeting again immediately following the ISDOC-CSDA workshop on May 6. Sandwiches will be provided. Can a representative of Placentia Library District attend the meeting?

Please write, fax (714-528-8236), or call (714-528-1925) with the answers to these questions. If I don't hear from you by the end of next week I will try to contact Placentia Library District by phone.

I am looking forward to hearing from you.

Sincerely,

Elizabeth D. Minter  
Chairperson  
Ad Hoc Special District Selection Committee for Orange County

RESOLUTION NO. 93-2

A RESOLUTION OF THE BOARD OF DIRECTORS OF PLACENTIA LIBRARY DISTRICT TO ENDORSE THE FORMATION OF A SELECTION COMMITTEE OF THE INDEPENDENT SPECIAL DISTRICTS OF ORANGE COUNTY TO ADVISE THE ORANGE COUNTY BOARD OF SUPERVISORS ON THE DISTRIBUTION OF THE SPECIAL DISTRICT AUGMENTATION FUND; AND TO INSTRUCT THE SELECTION COMMITTEE OF THE INDEPENDENT SPECIAL DISTRICTS OF ORANGE COUNTY TO ADVISE THE ORANGE COUNTY BOARD OF SUPERVISORS TO DISTRIBUTE THE SPECIAL DISTRICT AUGMENTATION FUNDS TO EACH REQUESTING INDEPENDENT SPECIAL DISTRICT IN AN AMOUNT UP TO THE AMOUNT OF ITS CONTRIBUTION TO THE FUND.

WHEREAS, Section 98.6 (2)(A) of the Revenue and Taxation Code of the State of California provides for the establishment of an independent special district selection committee to adopt a resolution recommending a particular distribution of the Special District Augmentation Fund for that fiscal year; and

WHEREAS, the independent special districts of Orange County have indicated a desire to form an independent special district selection committee;

NOW, THEREFORE, BE IT RESOLVED that Placentia Library District hereby endorses the formation of the Independent Special Districts of Orange County Selection Committee; and

BE IT FURTHER RESOLVED That Placentia Library District hereby authorizes the Independent Special Districts of Orange County Selection Committee to speak on its behalf to the Orange County Board of Supervisors regarding the distribution of the Special District Augmentation Fund to the Independent Special Districts of Orange County; and

BE IT FURTHER RESOLVED that Placentia Library District hereby instructs the Independent Special Districts of Orange County Selection Committee to advise the Orange County Board of Supervisors to distribute the Special District Augmentation Funds to each requesting Independent Special District in an amount up to the amount of that District's contribution to the Special District Augmentation Fund.

AYES: TRUSTEES:

NOES: TRUSTEES:

ABSTAIN: TRUSTEES:

ABSENT: TRUSTEES:

State of California )  
 ) ss.  
County of Orange )

I, Sandra M. Stark, Secretary of the Board of Directors of the Placentia Library District of Orange County hereby certify that the above and foregoing Resolution was duly and regularly adopted by the Board of Trustees at a Regular Meeting hereof held on the 17th day of May, 1993.

IN WITNESS THEREOF, I have hereunto set my hand and seal this 17th day of May, 1993.

---

Sandra M. Stark, Secretary  
Board of Directors of Placentia Library District  
of Orange County

TO: Elizabeth Minter, Library Director  
FROM: Suad Ammar, Principal Librarian <sup>-A</sup>  
DATE: May 12, 1993  
SUBJECT: Library's 75th. Anniversary

**BACKGROUND:**

The Placentia Library District was formally established by the County Board of Supervisors on September 2, 1919, the grand opening took place on January 15, 1920 and the 70th Anniversary was celebrated on October 15, 1989.

This year marks the 25th Anniversary.

Early in May of 1989 the Library Board of Trustees started thinking of celebrating the Library's 70th anniversary. A committee (members not identified in the minutes) was charged with the responsibility of organizing the event.

In July, Jack Smith, the Los Angeles Times editor, was approached by the Library Director to be the speaker, and he accepted.

Contributions were solicited from vendors and support groups to cover the expenses.

Invitations were sent to local, regional and State elected officials, members of local, regional and State professional organizations, library directors, past board members, the Friends, and various community leaders.

The ceremony took place on October 15th. during which the Board president was presented by proclamations and recognitions from the City, The County Board of Supervisors and the State Senator and Assemblyman.

Over 200 people attended and were treated to cake and refreshments, and had an opportunity to chat with the speaker and purchase a signed copy of his book Alive in La La Land.

The speaker and Trustees were then invited to dinner at a local restaurant.

**RECOMMENDATIONS:**

Give direction to the Program Committee to act upon organizing the event.





TO: Library Board of Trustees  
FROM: Elizabeth D. Minter, Library Director *EDM*  
DATE: May 17, 1993  
SUBJECT: Vision Insurance Costs for 1993-1994.

**BACKGROUND:**

The District's vision insurance is up for renewal at this time.

There was no change in contract amount last year.

Vision Service Plan, the current provider, is increasing its rate by 18%, from \$7.76 to \$9.19 per person per month. The new policy provides new coverage for contact lenses on a limited basis. A copy of VSP's proposal is attachment A.

Anderson and Anderson have provided information about an additional provider for a plan with similar benefits to VSP. The analysis is Attachment B.

When comparing similar plans the VSP rate is \$9.19 and the AVP rate is \$10.95.

**RECOMMENDATION:**

That the contract for vision insurance for 1993-1994 be awarded to Vision Service Plan.

That the Library Director be authorized to sign all contract documents.

*Al / Fred  
opposed - Starch.*



**RENEWAL NOTICE**

**VISION SERVICE PLAN**

April 30, 1993

PLACENTIA LIBRARY DISTRICT  
411 E. Chapman Avenue  
Placentia, CA 92670

Attention: David E. Snow, Library Director

Your group participates in an underwriting pool with other groups which have the same plan benefits. A study of the pool's overall claims has been conducted. As a result, your rate has been revised, as follows:

**GROUP NAME:** PLACENTIA LIBRARY DISTRICT  
**GROUP #:** 0102624  
**RENEWAL PERIOD:** July 1, 1993 - June 30, 1995  
**CURRENT RATE:** \$7.76/17.52  
**NEW RATE:** \$9.19/20.79  
**ACCOUNT EXECUTIVE:** Jessica Esquivel, Account Executive  
**TELEPHONE NUMBER:** (800) 852-7600

To accept this renewal, please sign and return the bottom portion of this notice. Benefit forms are normally valid for sixty days. Due to the pending renewal, all benefit forms will expire at the end of the current contract period. No further benefit forms will be issued after the renewal date until confirmation is received.

Vision Service Plan appreciates your business and strives to provide complete satisfaction with our service. If you have any questions or wish to discuss this renewal notice, please contact your VSP Account Executive.

\*\*\*\*\*

Please sign and return this portion of the notice in the enclosed envelope to acknowledge acceptance of the renewal.

**GROUP NAME:** PLACENTIA LIBRARY DISTRICT  
**GROUP #:** 0102624  
**RENEWAL PERIOD:** July 1, 1993 - June 30, 1995  
**RENEWAL RATE:** \$9.19/20.79

Authorized Group Representative Signature

cc: Sam J. Cunningham  
ANDERSON & ANDERSON INS. BROKERS  
2495 Campus Drive  
Irvine, CA 92715

## ELECTIVE CONTACT LENS BENEFITS WITH VISION SERVICE PLAN

Contact Lenses are becoming more and more popular. Therefore, we are pleased to announce an enhancement to your contact lens benefit through Vision Service Plan.



Whether you obtain glasses or contact lenses, your eye examination will be covered in full with a VSP Member Doctor.



After your examination, if you choose to get contact lenses, Vision Service Plan will provide a fixed allowance toward the contact lens evaluation exam, fitting costs and materials.



You will know by your Benefit Form what your allowance is toward the contact lenses. In the box marked "Contacts" it will state "Exam And \$ . . .". (An example would be "Exam And \$100".)



If you choose to obtain your contact lenses from a non-member doctor, you will be reimbursed up to the standard amount for your eye examination, and up to the same allowance as with Member Doctors for the contact lens evaluation exam, fitting costs and materials. Simply attach your itemized receipt to your benefit form and return it to VSP for reimbursement.

This is not a complete Benefit Analysis. If you need further detail or have any questions, please refer to your brochure or contact your Benefits Representative.

# VISION SERVICE PLAN

PLEASE ATTACH TO YOUR CONTRACT

REVISIONS TO CONTRACT

PLACENTIA LIBRARY DISTRICT OF ORANGE COUNTY  
0102624

IT IS HEREBY AGREED that effective July 1, 1993, contract shall be revised as follows:

BENEFITS AND COVERAGE

SERVICES FROM VSP MEMBER DOCTORS

## II. MATERIALS

### C. CONTACT LENSES - LIMITATIONS

Necessary (Page 3, Second Paragraph):

When the VSP Member Doctor receives prior approval for such cases, they are fully covered by VSP and are IN LIEU OF THOSE BENEFITS DESCRIBED UNDER "B. MATERIALS."

Elective (Page 3):

When Covered Persons choose contact lenses from a VSP Member Doctor for reasons other than those mentioned above, VSP will provide benefits as follows: The initial basic examination will be covered in full as described under "A. VISION EXAMINATION" and an allowance will be paid toward contact lens evaluation fee, fitting costs and materials in lieu of those benefits described under "B. MATERIALS."

CHOICE OF PROVIDERS

SERVICES FROM NON-MEMBER PROVIDER

LIABILITY OF COVERED PERSONS FOR PAYMENT  
 REIMBURSEMENT PROVISIONS (Page 5, Second Paragraph):

AVAILABILITY OF SERVICES UNDER THIS REIMBURSEMENT SCHEDULE IS SUBJECT TO THE SAME TIME LIMITS AND DEDUCTIBLE EXCEPT AS NOTED ELSEWHERE HEREIN AS THOSE DESCRIBED FOR MEMBER SERVICES. SERVICES OBTAINED FROM A NON-MEMBER PROVIDER ARE IN LIEU OF OBTAINING SERVICES FROM A PANEL MEMBER OF VSP.

MAXIMUM REIMBURSEMENT FOR SERVICES  
 FROM NON-MEMBER PROVIDER

PROFESSIONAL FEES

Vision Examination, up to	\$ 40.00
---------------------------	----------

MATERIALS

Single Vision Lenses, up to	<u>PAIR</u> \$ 40.00
Bifocal Lenses, up to	60.00
Trifocal Lenses, up to	80.00
Lenticular Lenses, up to	125.00
Frame, up to	45.00

CONTACT LENSES\*

(MATERIALS, FITTINGS, AND EVALUATION ONLY)

Necessary, up to	\$210.00
Elective, up to	105.00

LOW VISION

See Addendum Re:  
 Low Vision Benefits

\*Determination of "necessary" versus "elective" contact lenses under the non-member reimbursement schedule will be consistent with Member Doctor services. Reimbursement allowance for necessary and elective contact lenses includes contact lens evaluation fee, fitting costs and materials and is in lieu of all other material benefits, including spectacle lenses and frame.

## EXCLUSIONS AND LIMITATIONS OF BENEFITS

## PATIENT OPTIONS (Page 8):

This vision service plan is designed to cover visual needs rather than cosmetic materials. When a Covered Person selects any of the following extras, the Plan will pay the basic cost of the allowed lenses, and the Covered Person will pay the additional costs for the options.

1. Blended lenses.
2. Contact lenses (except as noted elsewhere herein).
3. Oversize lenses.
4. Photochromic lenses; tinted lenses except Pink #1 and Pink #2.
5. Progressive multifocal lenses.
6. The coating of the lens or lenses.
7. The laminating of the lens or lenses.
8. A frame that costs more than the Plan allowance.
9. Certain limitations on low vision care.
10. Cosmetic lenses.
11. Optional cosmetic processes.
12. UV (ultraviolet) protected lenses.

## COSTS UNDER THE PLAN

## PREPAYMENT FEES (Page 11):

Payments by Group to VSP for services and materials provided herein during the Initial Term of the contract shall be as follows:

\$9.19/20.79 per month for each eligible employee

Covered Persons shall be as defined under "Eligibility Determination"

Said rates shall be guaranteed for a period of twenty-four (24) months through June 30, 1995.

The total monthly payments are due from the Group on the first day of each consecutive month, or as mutually agreed upon by VSP and Group, and within a grace period of not less than thirty-one (31) days.

After the Initial Term of the contract, VSP may, upon sixty (60) days prior written notice, postage prepaid to Group, change the above cost, provided that VSP shall not raise the cost more often than once in any twelve (12) month period.

## COST INCREASE DUE TO TAX

Notwithstanding the above, VSP reserves the right to increase the payments provided for in this contract by the amount of any tax or assessment not now in effect, subsequently levied upon VSP by any state or other taxing authority which is attributable to the payments VSP receives from Group.

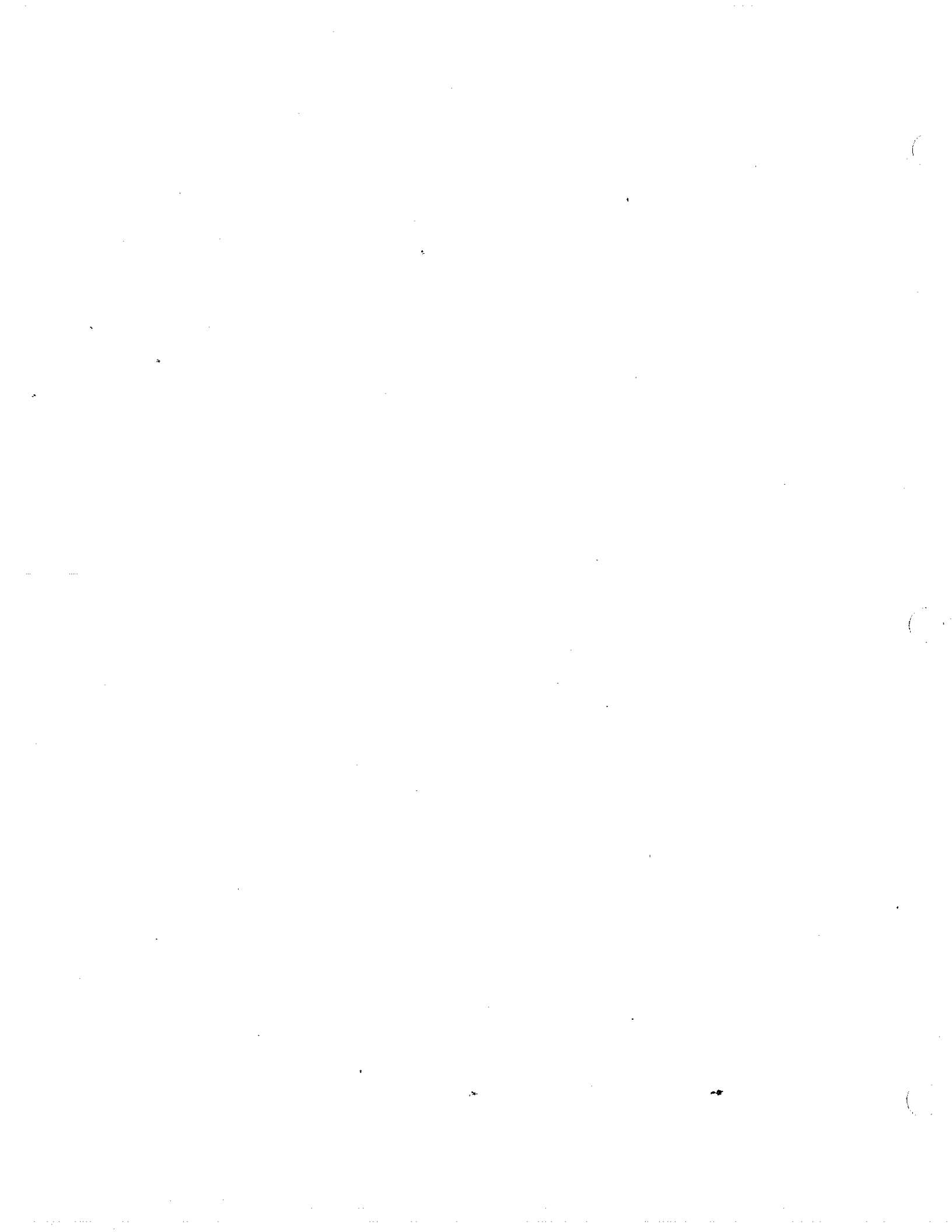
In the event of such an increase, VSP shall provide Group with sixty (60) days advance notice.

# Placentia Library District

## Vision Comparison

Plan Covers	Current VSP	Renewal VSP	Option 1 AVP	Option 2 AVP
Deductible	n/a	n/a	n/a	\$10
Vision Examination	once each 12 mos.	once each 12 mos.	once each 12 mos.	once each 12 mos.
Lenses	once each 12 mos.	once each 12 mos.	once each 12 mos.	once each 12 mos.
Frames	once each 24 mos.	once each 24 mos.	once each 24 mos.	once each 24 mos.
Rate Guarantee	2 Years	2 Years	2 Years	2 Years
<b>Premium</b>				
Employee Only	\$7.76	\$9.19	\$10.95	\$8.47
Employee & Family	\$17.52	\$20.79	\$23.62	\$18.38







TO: Elizabeth Minter, Library Director  
FROM: Suad Ammar, Principal Librarian  
DATE: May 12, 1993  
SUBJECT: Program Committee Report for the month of April

Libraries Change Lives. At 7:00 pm on Wednesday April 19, 1993 Placentia Library recognized the first and second place winners in the "Libraries Changed Lives" writing contest.

The winners, their families and some of their teachers attended the ceremony.

Board President, Peggy Dinsmore welcomed the guests, offered a brief history of National Library Week, the reason and occasion for the contest.

Saundra Stark, Secretary of the Library Board of Trustee, Pat Irot, President of the Friends of the Library, Leslie Moreau, President of the Literacy Volunteers of America-Placentia and Dr. Susan Parman Associate Professor at California State University, Fullerton presented the second place winners with Honorable Mention certificates, read the first place winning entries and presented the winners with prizes and appreciation certificates.

The first place winners were:

Carolyn Hislop for the Children's 4-7 Grade category.  
Stephanie Chao for the Children's 8-12 Grade category.  
Jess Ramirez for the Literacy category.  
Rosemary Pfortmiller in the Adult category.

The event was sponsored by the Friends, and the prizes were offered by members of the Placentia Chamber of Commerce.

Placentia Chamber Mixer. The Library hosted the Placentia Chamber of Commerce Mixer on April 21, 1993. Fifty five people attended and were welcomed by Peggy Dinsmore, the President of the Board of Trustees. Staff members from all departments were at hand to answer questions and distribute flyers and brochures containing information about the various library services. The Friends, the Placentia Historical Committee and the Cultural Arts Commission were also represented. Interested attendees were taken on a tour of the Library by Assistant Library Director, Mr. Sal Addotta. The door prizes consisted of three business Best Sellers offered by the Friends of the Library and historical post cards offered by the Placentia Historical Committee. Refreshments were served.

Placentia Chamber Business Expo 93. The Library has reserved a table for the Placentia Chamber Business Expo to be held between 4:00-8:00 p.m. on Wednesday May 19th. Suad Ammar and Melanie

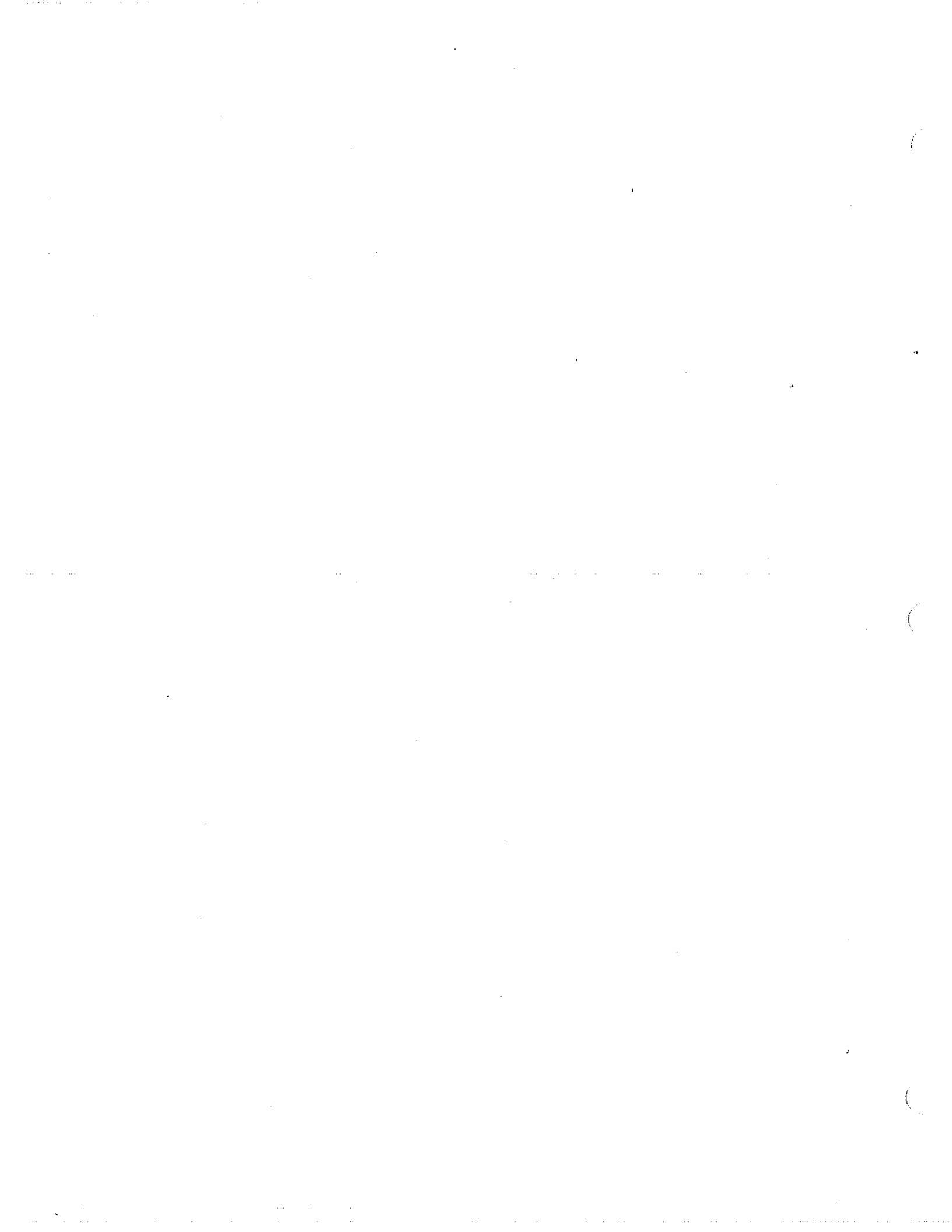
Daniels will be present and all Library services will be promoted. Copies of the Business brochure will be distributed and one of the "Magazine Article Summaries" units will be available for demonstration.

"Longing for Community" project. Participants who have not yet submitted their "profiles" have been called for the second time and reminded to do that on or before Friday May 21. "Profiles" submitted after the new date will not be included in the brochure.

As a result of this delay we have had to change the June 3rd meeting to Thursday June 10th.

Dr. Susan Gordon, the Assistant Executive Director of the California Council for the Humanities, was very impressed and excited by the idea of the brochure, she encouraged us to make sure and share it with the San Bernardino-Riverside group and to send multiple copies to the Council. She also hoped we would apply for the second phase of the grant which is what the San Bernardino-Riverside group is now implementing.

<b>PLACENTIA LIBRARY DISTRICT</b>		
<b>PROGRAM STATISTICS</b>		
<b>DEPARTMENT</b>	<b>APRIL 93</b>	
	<b># PROGRAMS</b>	<b># ATTENDEES</b>
<b><i>ADULT SERVICES</i></b>		
Community Grant	3	38
N.L.W Awards Ceremony	1	38
Placentia Chamber Mixer	1	55
Staff visit to Ruby Drive School	7	100
<b><i>CHILDREN'S SERVICES</i></b>		
1st Grade Story Hour	4	29
After School Specials Ages 7-10	4	72
FFL Story Hour	1	36
Grandparents and Books	12	36
Staff visits to schools	2	60
Story Hours Ages 3-5	8	167
Toddler Times Age 2	4	94
Visits by Classrooms	16	457
<b><i>LITERACY SERVICES</i></b>		
Student Support Group	1	29
Student-Tutor Meeting	N/A	N/A
Testers' Training	1	3
Tutor Training	7	89
Tutor In-Service	N/A	N/A



TO: Elizabeth Minter, Library Director  
FROM: Melanie Daniels<sup>uo</sup>, Literacy Coordinator  
DATE: May 11, 1993  
SUBJECT: Placentia Library Literacy Services Report

PROGRAM STATISTICS

Active tutors: 67 (19 new tutors from April/May workshops are not included in this count since they have no April hours to report)  
Active students: 85  
Inactive tutors: 34  
Tutors available to be matched: 8  
Students waiting to be matched: 43  
Percentage of tutors reporting (April hours): 100%  
Adjusted percentage of tutors reporting (March hours): 100%  
Tutoring hours reported: 514.7  
Other volunteer hours reported: 579  
Total reported volunteer hours (April): 1093.7

ACTIVITIES/PROGRAMS

Tutor and Student Support Group - The group met at Rosa's Pizza on April 19; a total of 29 tutors and students attended. Pizza was provided by an anonymous donor.

Tutor Training Workshops - A Monday/Thursday evening workshop began April 12 and graduated 11 trainees on April 29. Of that group, 3 paid the \$30 fee and plan to tutor elsewhere; the remaining 8 tutors were matched with students. A Saturday workshop began April 24 with 13 trainees; the workshop concludes May 8. Three PLLS apprentice tutor trainers completed a portion of their required training hours during these workshops.

Tester's Training - A workshop was held April 27 on student assessment; 3 volunteers completed the training and are ready to begin testing students.

Literacy Bulletin Board - The April bulletin board highlights family literacy.

Internship Day - The Principal Librarian represented PLLS at CSUF's Internship Day on April 1.

"Libraries Change Lives" Contest - PLLS learners Jess Ramirez and Michelle Corpe, as well as tutor Dale Goodman were honored for their entries.

CLSA REPORT

A copy of the third quarter's report is attached.

NETWORK ACTIVITY

PLLS staffed a table at the Chamber of Commerce mixer hosted by the Library on April 21.

Workplace Literacy Providers of Orange County (WPLPOC) met on April 28. The group discussed terminology to be used in a guide to Orange County's workplace literacy providers and heard a presentation on learning disabilities.

The Literacy Coordinator spoke briefly at the Chamber of Commerce breakfast meeting on April 29.

UPCOMING ACTIVITIES

PLLS Student and Tutor Support Group will meet on Monday, May 17 at 6:00 PM.

PLLS has been invited to distribute literature at a table during the City of Placentia's Open House on Sunday, May 16.

A follow up meeting to the April tutor workshop will be held May 27 at 6:00 PM.

Quarterly Financial Report

(Fiscal Year 2012)

Placentia Library District

Name of Library

Instructions:

1. Following completion, submit one original plus three copies of this report with other reports required.

2. Send to: California State Library  
Fiscal Office, Room 215 - Literacy  
P. O. Box 942837  
Sacramento, CA 94237-0001

CHECK APPROPRIATE BOXES:

FUNDING BEGAN REPORTING PERIOD

- JAN '84  
 JAN/JUL '85  
 JUL '87  
 JUL '88  
 JUL '89  
 JUL '91  
 1ST QUARTER JUL - SEPT  
 2ND QUARTER OCT - DEC  
 3RD QUARTER JAN - MAR  
 4TH QUARTER APR - JUN

BUDGET CATEGORIES	BUDGET		EXPEND. THIS QTR.		EXPENDITURES YEAR-TO-DATE	
	(a) Approved CLSA	(b) Other* TOTAL For Year (a+b)	(d) CLSA	(e) Other TOTAL Expenditures (f+g)	(f) CLSA	(g) Other TOTAL Expenditures (f+g)
1. Personnel	0	48,133	0	10,037	0	31,446
2. Library Materials	2,500	450	0	0	0	0
3. Operations	8,351	9,050	686	1,425	1,042	3,117
4. Equipment	750	250	0	0	0	0
5. Indirect	927	0	232	0	695	0
6. TOTAL	12,528	57,883	918	11,462	1,737	34,563
						36,300

OPERATIONS* BREAKDOWN	BUDGET		EXPENDITURES THIS QTR.		EXPENDITURES YEAR-TO-DATE	
	(a) Approved CLSA	(b) Other* TOTAL For Year (a+b)	(d) CLSA	(e) Other TOTAL Expenditures (f+g)	(f) CLSA	(g) Other TOTAL Expenditures (f+g)
1. Contract Services	500	0	0	0	0	0
2. Travel	461	500	0	0	0	0
3. Office Supplies	900	2,800	142	1,065	142	1,206
4. Printing	2,140	0	0	0	356	0
5. Insur. Resources	1,900	2,850	0	0	0	847
6. Communications	1,950	1,700	424	0	424	704
7. Other	500	1,200	120	360	120	360
TOTAL	8,351	9,050	686	1,425	1,042	3,117
						4,159

*E. Daniels*

Signature of Representative of Fiscal Agent or of Library receiving funds

Title: Library Director 4-29-93 Date

Contact Person: Melanie Daniels

Title: Literacy Coordinator

\*Sources of "other" funds of \$200 or more attached.

LITERACY PROGRAM  
In-Kind Resource Development (FY 1992/93)  
CLSA Form-54

CHECK APPROPRIATE BOXES:

FUNDING BEGAN:  JAN '84  JAN/JUL '85  JUL '87  JUL '88  JUL '89  JUL '91

REPORTING PERIOD:  1ST QUARTER (JUL - SEPT)  2ND QUARTER (OCT - DEC)  3RD QUARTER (JAN - MAR)  4TH QUARTER (APR - JUN)

Instructions:  
Following completion, submit one original plus three copies of this report with other reports required.

Sent to: California State Library  
Fiscal Office, Room 215 - Literacy  
P. O. Box 942837  
Sacramento, CA 94237-0001

\*\*\* NOTE: ROUND TO NEAREST DOLLAR AMOUNTS \*\*\*

IN-KIND RESOURCES	SOURCES OF IN-KIND CONTRIBUTIONS					Church/Service Groups	Business	Education	County/Municipal	Foundation	Other	THIS QTR'S TOTAL RESOURCES	TOTAL YEAR-TO-DATE	This Year's Goals
	Church/Service Groups	Business	Education	County/Municipal	Foundation									
a) Space	0	0	300	650	0	600						1,550	4,450	5,000
b) Materials	385	45	100	0	0	0						530	595	1,000
c) Equipment	0	0	0	0	0	30						30	30	500
d) Printing	0	0	0	255	0	15						270	780	1,000
Pers. Prof. Serv.	0	0	450*	0	0	0						450	1,350	2,000
f) Other	0	0	0	0	0	0						0	0	500
QTRN TOTALS FOR QTR	385	45	850	905	0	645						2,830		
QTRN TOTALS FOR YTD	560	45	1,350	2,640	0	2,610							7,205	
GRAND TOTALS														6000

VOLUNTEER HOURS	QUARTER	FY TD	GOALS
Literacy Instruction	1,325	3,510	6000
Talent/Support Servcs.	863	3,580	3000
Personal Professional Services			
Comments:			

Double Check: The sum (=) of Line 'QTR' and 'YTD' GRAND Totals MUST EQUAL the sum of Column 'QTR' and 'YTD' GRAND Totals.

\* NOCCCD supplied workshop trainer.

Melanie Daniels  
Contact Person



LITERACY PROGRAM  
Adult Learner Activity Report (Fiscal Year 1992/93)

Placentia Library District

..CHECK APPROPRIATE BOXES:

Name of Library

FUNDING BEGAN

REPORTING PERIOD

Instructions:

1. Following completion, submit one original plus three copies of this report with other reports required.

2. Send to: California State Library  
Fiscal Office, Room 215 - Literacy  
P. O. Box 942837  
Sacramento, CA 94237-0001

- JAN '84
- JAN/JUL '85
- JUL '87
- JUL '88
- JUL '89
- JUL '91

- 1ST QUARTER  
JUL - SEPT
- 2ND QUARTER  
OCT - DEC
- 3RD QUARTER  
JAN - MAR
- 4TH QUARTER  
APR - JUN

QUARTERLY SUMMARY		TOTAL
1. Adult Learners receiving instruction at beginning of quarter (Same as #8 from previous quarter's AL report)		93
2. Adult Learners who began during quarter		26
3. Adult Learners who left during quarter		
a. Learners who met goal	8	
b. Learners who became physically inaccessible this quarter	7	
c. Learners who left program for other reasons	10	
d. Learners who left program WITHOUT notification	12	
e. TOTAL (Sum of Items #3a. thru #3d.)		37
4. Adult learners who received instruction during the quarter (Item #1 + Item #2 minus Item #3d) Please note: 3d = AL's who left without notification only		107
5. Adult learners referred to other programs (never instructed) this quarter		12

CUMULATIVE SUMMARY		TOTAL
6. Cumulative total adult learners who received instruction this fiscal year-to-date (1st quarter = Item #4 above) (2nd, 3rd, 4th qtrtrs. = Item #2 above + Item #6 from previous quarter)		181
7. Cumulative total adult learners referred to other programs this fiscal year-to-date (1st quarter = Item #5 above) (2nd, 3rd, 4th qtrtrs. = Item #5 above + Item #7 from previous quarter)		30

Adult Learner Activity Report (Fiscal Year 1992/93) (continued)

END OF QUARTER STATUS	TOTAL
8. Adult Learners receiving instruction at end of quarter (Add Items #1 + #2 and subtract Item #3e) =	82
9. Prospective Adult Learners awaiting instruction at end of quarter	16

Characteristics of Adult Learners Receiving instruction at end of quarter.

\* BE SURE that TOTALS for ethnicity, age and sex EACH equal Item #8 above. \*

10. Ethnicity	Asian	Black	Hispanic	Native American	Pacific Islander	White	Other	TOTAL
	9	1	38	0	0	34	0	82

11. Age Distribution	16-19	20-29	30-39	40-49	50-59	60-69	70-79	80+	TOTAL
	2	8	38	11	16	6	1	0	82

12. SEX	Male	Female	TOTAL
	37	45	82

Double Check:

Do Items #10, #11, & #12 = #8 above?

Placentia Library District  
 Name of Library

---

*Edmund*  
 Signature of person submitting this report

---

Library Director 4-29-93  
 Title Date

---

Melanie Daniels  
 Contact Person

---

Literacy Coordinator (714) 524-8408  
 Title Phone

LITERACY PROGRAM  
Tutor Activity Report (Fiscal Year 1992/93)

Agenda Item 26  
Attachment A  
Page 5

CHECK APPROPRIATE BOXES:

Placentia Library District  
Name of Library

FUNDING BEGAN

REPORTING PERIOD

Instructions:

1. Following completion, submit one original plus three copies of this report with other reports required.
2. Send to: California State Library  
Fiscal Office, Room 215 - Literacy  
P. O. Box 942837  
Sacramento, CA 94237-0001

- JAN '84  
 JAN/JUL '85  
 JUL '87  
 JUL '88  
 JUL '89  
 JUL '91

- 1ST QUARTER  
JUL - SEPT  
 2ND QUARTER  
OCT - DEC  
 3RD QUARTER  
JAN - MAR  
 4TH QUARTER  
APR - JUN

QUARTERLY SUMMARY		TOTAL
1. Tutors instructing at beginning of quarter (Same as #9 from previous quarter's Tutor report)		112
2. Tutors who began instructing during quarter		21
3. Tutors who left during quarter		
a. Tutors who left with notification	58	
b. Tutors who left WITHOUT notification	14	
c. TOTAL Tutors who left (Add Items #3a + #3b)		72
4. Total tutors who instructed during quarter [Item #1 + Item #2 minus Item #3b (without notification only)]		119
5. Number of tutors trained during quarter		16
6. Number of pre-service tutor workshops offered during quarter		1

CUMULATIVE SUMMARY		TOTAL
7. Cumulative total tutors who instructed this fiscal year-to-date (1st quarter = Item #4 above) (2nd, 3rd, 4th qtrs. = Item #2 above + Item #7 from previous quarter)		180
8. Cumulative total tutors trained this fiscal year-to-date (1st quarter = Item #5 above) (2nd, 3rd, 4th qtrs. = Item #5 above + Item #3 from previous quarter)		62

END OF QUARTER STATUS		TOTAL
9. Tutors instructing at end of quarter (Items #1 + #2 minus Item #3c)		61
10. Prospective tutors awaiting training/matching at end of quarter		14

Tutor Activity Report (Fiscal Year 1992/93) (continued)

Characteristics of Tutors instructing at end of quarter.

\* BE SURE that TOTALS for ethnicity, age and sex EACH equal Item #9 above. \*

11. Ethnicity	Asian	Black	Hispanic	Native American	Pacific Islander	White	Other	TOTAL
	5	0	9	1	0	46	0	61

12. Age Distribution	16-19	20-29	30-39	40-49	50-59	60-69	70-79	80+	TOTAL
	0	11	1	14	18	16	1	0	61

13. SEX	Male	Female	TOTAL
	9	52	61

Double Check:

Do Items #11, #12, & #13 = #9 above?

14a. No. of public sites used for literacy instruction during quarter	12
14b. No. of private homes used for literacy instruction during quarter	18

15. Legislative districts in which instruction occurred during quarter

a. State Assembly District #(s): 72

b. State Senate District #(s): 33

c. U.S. Congressional District #(s): 39

Placentia Library District  
 Name of Library

*Melanie Daniels*  
 Signature of person submitting this report

Library Director 4-29-93  
 Title Date

Melanie Daniels  
 Contact Person

Literacy Coordinator (714) 524-8408  
 Title Phone

LITERACY PROGRAM  
Quarterly Action Plan (FY 92/93)

Agenda Item 26  
Attachment A

Page 7

CHECK APPROPRIATE BOXES:

Placentia Library District  
Name of Library

Instructions:

1. Following completion, submit one original plus three copies of this report with other reports required.
2. Send to: California State Library  
Fiscal Office, Room 215 - Literacy  
P. O. Box 942837  
Sacramento, CA 94237-0001

FUNDING BEGAN

REPORTING PERIOD

- |   |  |
|---|--|
| <input type="checkbox"/> JAN '84            | <input type="checkbox"/> 1ST QUARTER<br>JUL - SEPT           |
| <input type="checkbox"/> JAN/JUL '85        | <input type="checkbox"/> 2ND QUARTER<br>OCT - DEC            |
| <input type="checkbox"/> JUL '87            | <input checked="" type="checkbox"/> 3RD QUARTER<br>JAN - MAR |
| <input checked="" type="checkbox"/> JUL '88 | <input type="checkbox"/> 4TH QUARTER<br>APR - JUN            |
| <input type="checkbox"/> JUL '89            |  |
| <input type="checkbox"/> JUL '91            |  |

1. What were your principal challenges for this past quarter?

1. Revising format of tutor and student support groups.
2. Coordinating PLLS participation in Orange County LVA Bowl-a-thon.
3. Recruiting volunteer tutors.

2. How did you address these challenges?

1. Held 3 joint planning sessions with groups and adopted new format. Attendance has increased from 1% to 36%.
2. Encouraged tutors, learners, and library staff to participate. Placentia was represented by 11 teams.
3. Tutor workshops listed in NOCCCD Adult Ed Class Schedule and Placentia Quarterly; used bulletin board, flyers, etc.

3. Based on these actions, what do you see as the principal challenges you face in the next quarter?

1. Focusing tutor recruitment efforts among potential volunteers whose availability hasn't been negatively affected by recession.
2. Building stronger ties with local businesses.
3. Planning for new program year.

4. What local alliance formation activities occurred this quarter?

1. Participated in newly formed subgroup of Orange County Literacy Network that is targeting workplace/workforce literacy.
2. Continued participation in OCLN and Placentia Community Service Organization Network.

5. What were your communication strategies for this quarter with respect to target audience, methods, and desired outcomes?

To co-sponsor a Volunteer Fair with the Placentia Community Service Organization Network to increase awareness of PLLS among other human service providers and potential volunteers in the community.

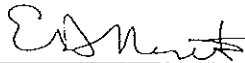
6. How were strategies implemented and what outcomes were achieved?

Placentia Library provided space and PLLS Coordinator chaired the Planning Committee. Community agencies and organizations were invited to staff a table at the February 27 "Volunteer In Placentia" Fair. Twenty two agencies participated and most were enthusiastic about the event.

7. Based on outcomes attained, what do you plan for next quarter?

There was strong interest in repeating the Volunteer Fair in September, so further discussion and planning will take place next quarter.

Placentia Library District  
Name of Library

  
Signature of person submitting this Report

Library Director 4-29-93  
Title Date

Melanie Daniels  
Contact Person

Literacy Coordinator (714) 524-84  
Title Phone

TO: Elizabeth Minter, Library Director  
FROM: <sup>KJ</sup>Gwen Joseph, Family Literacy Coordinator  
SUBJECT: Family Literacy Project  
DATE: May 7, 1993

Program Participation: All groups are holding at the same levels as last month. With the program coming to a close in a month it is unlikely more students will be brought into the program.

Family Activities: This month at the library and Julie Shook explained the reference section and FIND ORANGE COUNTY to the adults, while Kay Schneider shared storytime with the children.

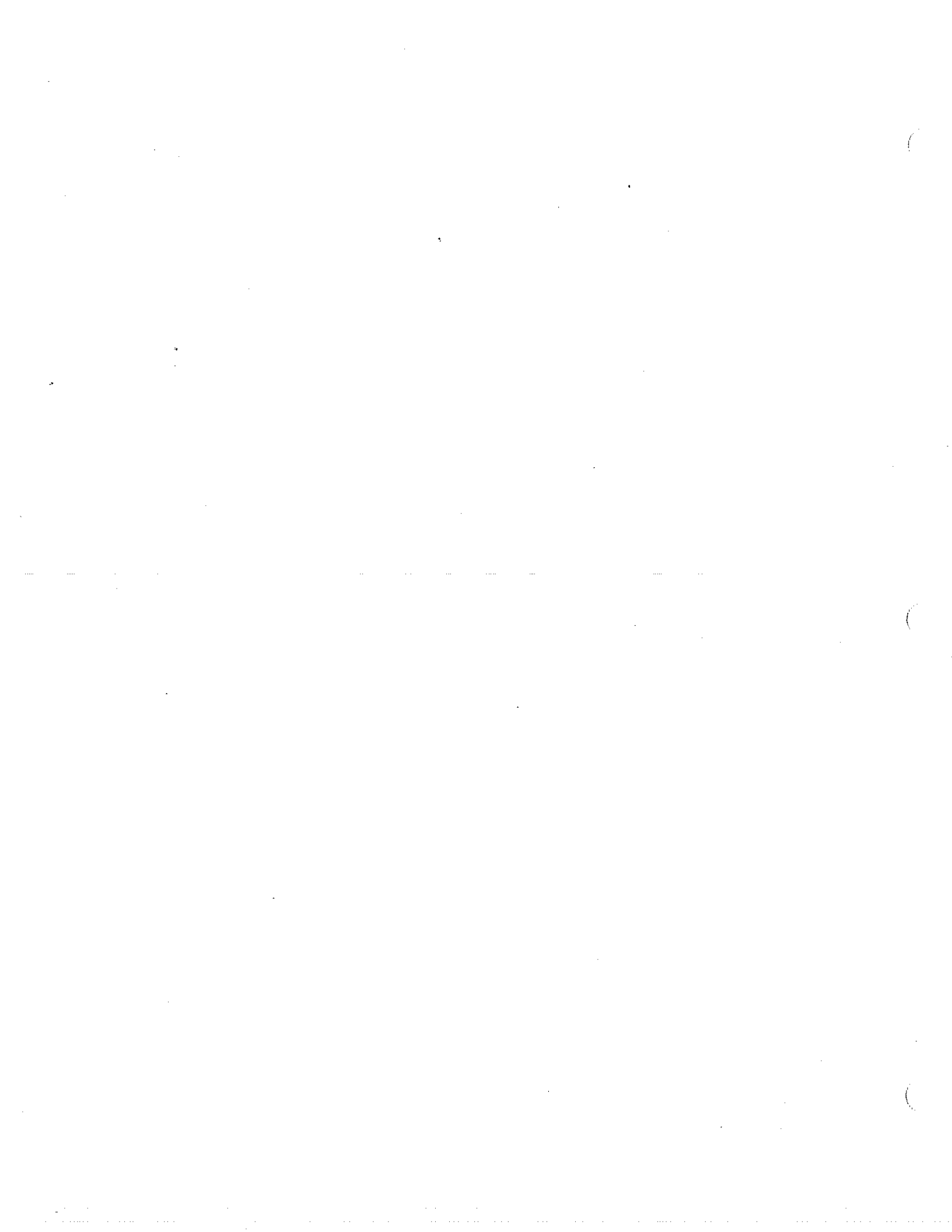
Officer John Samoya from the DARE program and Office Tom Valentine from the Gangs Detail were each featured speakers. The parents were very interested and with questions both sessions ran for the full one and a half hours.

The last field trip for the year was to the Oak Canyon Nature Center in Anaheim. This was a one and a half hour tour through a small area of the park, with a special session introducing the families to live specimens of the animals found in the park.

Program Contributions: Scholastic books donated another 400 books to the program and will be doing a special book awards presentation for all the adults and children in the program on June 11, 1993. All of the special awards books will be donated by Scholastic.

Disneyland has donated 2 passports to be given to an outstanding student.

PLLS Families Program Changes: Beginning in June, all tutors will be given access to Family's storyfolders to be used with any learners who care for a child under age 6. Each folder will have a book that the learner will keep, a complete craft activity (all materials included with instructions), suggested family activities relating to the story, and a follow up reading list. Tutors will be encouraged to use a storyfolder a month. This will be a year round program. Information on the storyfolders will be in the next newsletter, and storyfolders are being introduced to new tutors at both April tutor training sessions. Storyfolders will be on the counter by the literacy cubicles, and for tracking purposes tutors will be asked to sign for each storyfolder taken.





TO: Library Board of Trustees  
FROM: Karen Cushing KC  
DATE: May 11, 1993  
SUBJECT: Publicity Materials produced for April 1993

---

The Program Committee has continued to keep busy throughout the month of April developing flyers, materials and press releases to advertise Spring library events.

This included the following materials: Flyers advertising extended lobby hours on 4/14 for Tax forms; State Budget letter; Budget brochure; Legislative Alert bookmarks; Due Date slips; Placentia Quarterly - Summer 1993 Edition; "Libraries Change Lives" Awards Ceremony - 4/20; Chamber Mixer - 4/21; Placentia History Room brochure; Business Resources notebook (see Elizabeth to obtain a copy); Literacy Volunteers brochure and the Library Benefit Luncheon for the Guzman family - 4/30.

Please see attached materials.

We continue to advertise all events on our own Placentia Library Cable Station - Station #69.

# PRESS RELEASE

Placentia Library District  
411 East Chapman Avenue  
Placentia CA 92670

FOR MORE INFORMATION CALL: Suad Ammar, Principal Librarian  
(714) 528-1906

FOR IMMEDIATE RELEASE

Federal and state tax forms are available in the lobby of the Placentia Library during regular library hours.

For patron convenience, the Library will extend its lobby hours ONLY on Wednesday, April 14th, from 8:45 P.M. to 11:00 P.M. Library staff will be available to help with form distribution, but are unable to give tax advice of any kind.

The Placentia Library hopes that these extended hours will assist its patrons with tax preparation. For further information, call (714) 528-1906.

#####

# *Help Change a Life -*

## *Become a volunteer literacy tutor*

Our students are adults seeking to improve their basic English skills. They meet with trained volunteer tutors 2 or more hours weekly on a one-to-one or small group basis.

Registration opens March 15 for our next tutor training workshop. Upon completion of the 18 hour training, you will be certified by Literacy Volunteers of America as a basic reading tutor.

**Dates:** Thursdays and Mondays, Apr. 12, 15, 19, 22, 26, 29

**Time:** 6:00 to 9:00pm

**Place:** Placentia Library, 411 E. Chapman Avenue  
(corner of Kraemer & Chapman in Placentia)

**Cost:** There is no charge for tutors making a volunteer commitment to our program; others are charged \$30.00 for their tutor manual and all materials.

**To register:** Visit the Literacy Center in the Placentia Library  
or call: (714) 524-8408

*Sponsored by Placentia Library Literacy Services*

# *Help Change a Life -*

## *Become a volunteer literacy tutor*

Our students are adults seeking to improve their basic English skills. They meet with trained volunteer tutors 2 or more hours weekly on a one-to-one or small group basis.

Registration opens March 15 for our next tutor training workshop. Upon completion of the 18 hour training, you will be certified by Literacy Volunteers of America as a basic reading tutor.

**Dates:** Saturdays, April 24, May 1, May 8

**Time:** 9:00am to 4:00pm with a 1 hour lunch break

**Place:** Placentia Library, 411 E. Chapman Avenue  
(corner of Kraemer & Chapman in Placentia)

**Cost:** There is no charge for tutors making a volunteer commitment to our program; others are charged \$30.00 for their tutor manual and all materials.

**To register:** Visit the Literacy Center in the Placentia Library  
or call: **(714) 524-8408**

*Sponsored by Placentia Library Literacy Services*



## Biblioteca del Distrito de Placentia

Formas de impuestos del Estado  
y Federales son accesibles las horas  
regulares de la biblioteca.

Formas reproducibles son accesibles por 15 centavos cada copia.

Horas Tardes  
miércoles, 14 de Abril  
de 8:45 PM a 11:00 PM  
para distribución de formas  
de impuestos

La biblioteca no estara abierta.  
Servicio en el vestíbulo sera solo  
para formas de impuestos.

***CONSEJOS PARA IMPUESTOS NO  
SERA ACCESIBLE.***

411 East Chapman Avenue . Placentia . 714-528-1906

# Placentia Library District



411 East Chapman Avenue • Placentia, California 92670 • (714) 528-1925

April 6, 1993

Dear Friends of Placentia Library District:

Many of you have called us in response to the Library's brochure explaining the impact of last year's State budget revenue reductions for the independent special district libraries.

The result at Placentia Library District so far has been a loss of 3.5 full time staff positions and a delay of maintenance and capital improvements for our building.

The only reason that this year's losses were barely noticeable to the public was that the Board of Trustees transferred funds from its reserve account in order to make the transition to the reduced budget level less immediately disruptive to public service levels.

Closing the Audio Visual Desk and the Check In Desk have allowed for improved allocation of existing staff time without significantly reducing service levels.

Future cuts, however, will mean loss of additional staff, which in turn will mean fewer hours and/or days of library services, and probably a reduction of the book budget.

In light of the recent media coverage of the benefits paid to the County of Orange management employees and the Board of Supervisors, and to the Santa Margarita Water District managers, we want you to know that Placentia Library District provides neither a car nor a car allowance to any of its employees, and that the members of the Board of Trustees receive no salary, per diem, nor any benefit other than reimbursement for actual travel expenses. The Board has established limits and requires receipts for all travel and meal expenses.

It is also a matter of public record that the District's wage and salary scale and personnel benefit package for staff at all levels, is one of the lowest of the public library agencies in Orange County.

Having your public library administered by an independent special library district means that its funds are handled separately from the City of Placentia's or the County of Orange's and that they cannot be diverted to other purposes -- they are used exclusively for the provision of public library services.

Having an elected Library Board of Trustees to manage the District means that the Board focuses entirely on library issues and plans its budget and services around identified community needs. In Placentia this has resulted in a wide range of programs from the business and telephone book collections, to curriculum-related programs in support of local schools, to the literacy and family literacy programs.

As you are talking with legislators and friends about the need for preserving the existing property tax funding for the Placentia Library District, and for the establishment of the authority for Benefit Assessment Districts for public libraries, please keep the following special issues in mind:

- » At the Placentia - Yorba Linda School District the elementary level school libraries have no paid staff; the junior high libraries do not have certified school librarians; and, while the high school libraries have certified school librarians, they are open only during school hours, and are closed during breaks, lunch periods, and sick and vacation leaves.

Placentia Library District has been providing direct support to the classrooms at all levels through visits by qualified librarians and provision of materials for classroom assignments.

Since there is no projection of any immediate improvement in the funding or staffing of local school libraries, Placentia Library District will remain an important link in the local education process. It is not a good time to be cutting back the hours of service or the book budget at the public library.

- » In these times of poor economy, citizens with limited financial resources need access to up-to-date health care information, home maintenance and improvement guides, car repair guides, travel information, and other consumer-related information and materials provided at Placentia Library District.
- » Residents of Placentia Library District should be able to determine the level of funding and quality of services offered at their public library.

Legislative establishment of the authority for Benefit Assessment Districts for public libraries will help guarantee local control over the level of service.

- » Last year's State Budget cost Placentia Library District \$127,967, 11% of its operating budget.

The action being proposed for this year by the Governor's Budget, and supported by Assembly Democrats, shifts an additional \$2.6 billion in local government revenue, primarily property taxes, to the State. This is twice the amount of last year's shift!

If this shift occurs Placentia Library District would permanently lose an additional \$254,000 from its property tax allocation, for a total two year loss of \$381,000 or 34% of our operating budget.

It is very important to the existence of Placentia Library District that all the provisions of the State AB8 Bailout be repealed and that those funds revert to the State before it takes any additional property taxes from non-enterprise independent special districts like Placentia Library District.

Please contact the legislators representing Placentia Library District and express your support of the preservation of the existing property tax allocation, as well as your support of Senate Bill 566 (Roberti) which authorizes the establishment of benefit assessment districts for public library services.

The Honorable John Lewis  
California State Senate, 35th District  
3074 Capitol Building  
Sacramento, CA 95814

The Honorable Ross Johnson  
California State Assembly, 64th District  
5160 Capitol Building  
Sacramento, CA 95814

(714) 939-0604 (Orange)  
(916) 445-4264 (Sacramento)

(714) 738-5853 (Fullerton)  
(916) 445-7448 (Sacramento)

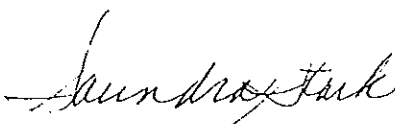
If you live in a different legislative district please call the Placentia Library Reference Desk for the information about your Senator and Assemblyperson.

If you would like additional information please contact Elizabeth Minter at 714-528-1925.

Yours truly,



Peggy Dinsmore  
President



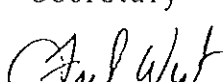
Sandra Stark  
Secretary



Ray Evans  
Trustee



Al Shkoler  
Trustee

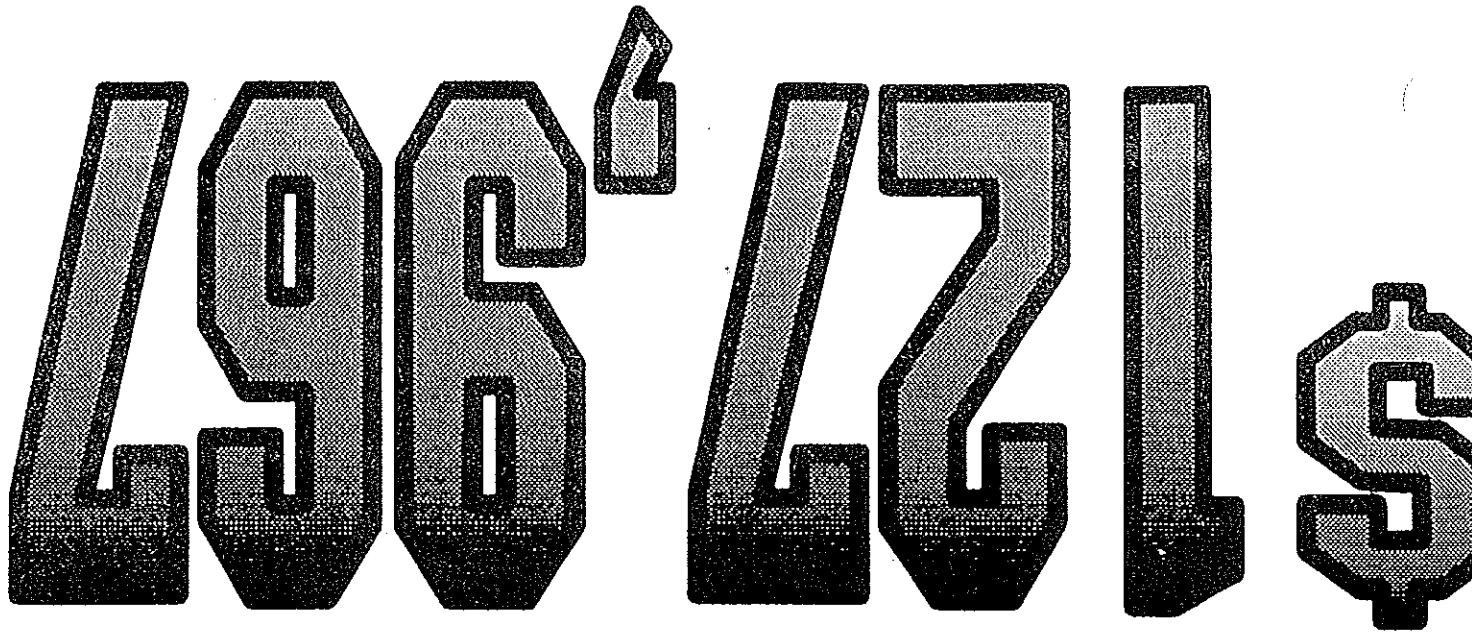


Fred West  
Trustee



Elizabeth Minter  
Library Director

and it may be more tomorrow



You've just lost



If you are concerned about the impact of the provisions  
of the State Budget on your library services  
or

If you would like additional information  
and/or

If you are willing to help

Please contact any one of the  
Placentia Library District Trustees:

- Peggy Dinsmore, President..... 528-7618
- Saundra Stark, Secretary..... 524-3139
- Ray Evans ..... 996-3091
- Al Shkoler ..... 996-0128

**How to Write to Your State and County Legislators**

The Honorable John Lewis  
California State Senate, 35th District  
3074 Capitol Building  
Sacramento, CA 95814

Dear Senator Lewis:

The Honorable Ross Johnson  
California State Assembly, 64th District  
5160 Capitol Building  
Sacramento, CA 95814

Dear Mr. Johnson:

The Honorable Don Roth  
Orange County Board of Supervisors  
Hall of Administration  
10 Civic Center Plaza  
Santa Ana, CA 92701

Dear Mr. Roth:



The District's revenue loss of \$127,967 is based upon 10% of the District's total revenue, regardless of its source:

- 10% of the property tax
- 10% of the gifts received from individuals
- 10% of the fines, fees, and rentals
- 10% of the literacy grant
- 10% of the fees for children's arts and crafts programs

**Proposition 13 Altered by State**

Proposition 13 provided that cities, counties and special districts would have their revenues reduced proportionately. Each agency would receive the same percentage of property tax that it received before Proposition 13 — there would just be fewer dollars to distribute.

The 1992-1993 State Budget changed this basic distribution formula. For the first time since the passage of Proposition 13 the District's percentage of the property tax has been reduced and transferred to a newly established Educational Augmentation Fund.

By doing this the State frees up the money it had been giving to the schools to spend on the State's own programs.

The only tax revenue Placentia Library District receives is property tax. Unlike special districts in other counties of California, Placentia Library District receives no Special District Augmentation Funds, as described below.

**County Diverts District's Augmentation Funds**

The implementation of Proposition 13 in 1978 reduced Placentia Library District's property tax revenue by almost 60%.

In 1979 the Legislature passed AB 8 which shifted some of the school districts' property tax revenues to local agencies and replaced the school districts' losses with appropriations from the State General Fund.

Each county's AB 8 funds were allocated directly to the county, and each city's AB 8 funds were allocated directly

to the city. However each special district's AB 8 funds were deposited in a "Special District Augmentation Fund" in each county. The boards of county supervisors were given the authority to distribute this Fund.

Placentia Library District's contribution to the Special District Augmentation Fund in Orange County is \$400,957. In the last three years the Orange County Supervisors have allocated Placentia Library District NONE of the \$400,957 the District is contributing each year to the Fund.

Since the State Legislature granted the boards of county supervisors discretion over the distribution of the Special District Augmentation Fund, the Orange County Supervisors have chosen to fund only the districts that are under their administrative control: County Fire Department (this amount is in addition to the \$2,687,384 that the City of Placentia is paying for County fire service for the City); County Flood Control; County Harbor, Beaches and Parks; and the County Library.

**The 1992-1993 State Budget Isn't Equitable**

- More than 20% of California's special districts have been exempted by the Legislature from the revenue reduction provisions of the 1992-1993 State Budget because they serve more than one county or meet other exclusionary criteria.

*Not all independent special districts are being treated the same by the Budget Legislation.*

- The Budget Legislation assumes that Placentia Library District is receiving all or part of its \$400,947 contribution to the Special District Augmentation Fund, when, in fact, the Orange County Supervisors have allocated \$0.00.
- Because it has been receiving no Special District Augmentation Funds for the past three years, Placentia Library District has been operating 100% under the restrictions of Proposition 13.

*The Budget Legislation reduces Placentia Library District's property tax percentage below pre-Proposition 13 levels when it doesn't impose the same reductions on all other special districts.*

# What You Can Do To Help!

Contact California Senator John Lewis  
714-939-0604 or 916-445-4264  
and

California Assemblyman Ross Johnson  
714-738-5853 or 916-445-7448

Tell them that ... the Legislature needs to find a way to balance the State's budget without reducing Placentia Library District's Pre-Proposition 13 share of the property tax.

Tell them that ... it is not fair for Placentia Library District to lose 10% of its income when over 20% of the special districts in California lost nothing.

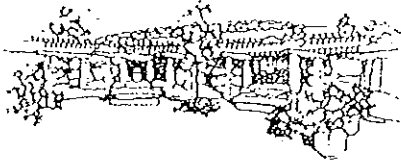
Tell them that ... agencies like Placentia Library District that are already successfully living 100% under the restrictions of Proposition 13 by not receiving any bailout

money from the State through the Special District Augmentation Fund, should not be penalized any further until all other special districts, both independent and dependent, are operating under the same conditions.

Contact Orange County Supervisor Don Roth  
714-834-3440

Tell him that ... you want the Special District Augmentation Funds contributed by Placentia Library District to be allocated to Placentia Library District, and not used to support the dependent districts of the Orange County Supervisors.

Tell him that ... Placentia residents already spend \$2,687,384 from City tax dollars for County fire services and they should not have to supplement it with library funds. Also, Placentia residents receive no direct services from the Orange County Library.



# Legislative Alert

*You Can Make A Difference!*

Call the Office of Senator John Lewis  
(714) 939-0604 (Orange)

or

(916) 445-4264 (Sacramento)

and also

Call the Office of Assemblyman Ross Johnson  
(714) 738-5853 (Fullerton)

or

(916) 445-7448 (Sacramento)

» Let them know that you support Senate Bill 566, sponsored by Senator Roberti, which authorizes local jurisdictions to establish benefit assessment districts for the purpose of financing public library services.

This is the only funding alternative being considered for supplementing the decreasing percentage of property tax allocated for operating independent special district libraries. This legislation will also benefit all other city and county public libraries in California.

*This legislation will increase local control of funding for public library services.*

Additional information about Senate Bill 566 (Roberti) is available at all public service desks at Placentia Library District.

» Ask them to preserve the historical property tax allocation percentage for non-enterprise independent special districts like Placentia Library District.

Complete repeal and reversal of the State AB8 bailout funds can provide adequate revenues for the State budget without taking additional property tax from the non-enterprise independent special districts.

*continued on the back . . .*

If you are concerned about the impact  
of the State Budget  
on your services at Placentia Library District  
or  
If you would like additional information

Please contact  
Elizabeth Minter, Library Director . . . 528-1925

or any one of the  
Placentia Library District Trustees:

Peggy Dinsmore, President . . . . .	528-7618
Sandra Stark, Secretary . . . . .	524-3139
Ray Evans . . . . .	996-3091
Al Shkoler . . . . .	996-0128
Fred West . . . . .	993-3256

# PLACENTIA LIBRARY DISTRICT

## Top Hat and Tales: Putting on the Book!

Summer Reading Program at the Placentia Library.

June 21 - August 27, 1993

Children from pre-school through the eighth grades are invited to join the Summer Reading Program which will run from June 21 through August 27.

Young children who are non-readers may participate in the "Read to Me" program if a parent or other person reads to them.

Each week that a child reads at least 5 books and visits the Library, he/she will receive a "ticket" that may be spent at the "Top Hat and Tales Box Office" for small prizes.

Certificates will be earned when the child has read 25 books over at least a 5 week period. The first 500 children to complete the Reading Program will receive a certificate for a free meal at the Whole Enchilada restaurant.

Activities in support of the Summer Reading Program are scheduled on Wednesdays (June 23 - August 18) throughout the summer. Free passes will become available on a first come, first served basis on the Friday before each event.

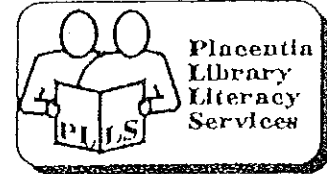
## WAY OUT WEDNESDAYS

- June 23 FROM BOOKS TO BROADWAY  
1:00 P.M. - 2:00 P.M. Ages 5 - 13
- June 30 TOP HAT AND TALES MAGIC  
brought to us by Magician Jack Gonsalves  
1:00 P.M. - 1:45 P.M.  
& 2:00 P.M. - 2:45 P.M. Ages 5 - 13.
- July 7 PAPER MAGIC: THE WORLD OF ORIGAMI  
1:00 P.M. - 2:00 P.M. Ages 7 - 13.
- July 14 The Walt Disney Movie, FESTIVAL OF FOLK HEROES  
1:00 P.M. - 2:00 P.M. Ages 5 - 13.
- July 21 South Coast Storytellers Guild presents  
THE WORLD OF STORIES.  
1:00 P.M. - 2:00 P.M. Ages 5 - 13.
- August 4 O.C. Performing Arts Center presents Jim Gamble's  
puppet production of PETER AND THE WOLF  
1:00 P.M. - 2:00 P.M. Ages 5-13.
- August 11 CRAFTS! CRAFTS! CRAFTS!  
3 sessions 10:30 A.M., 11:30 A.M. & 2:00 P.M.  
Ages 7 - 13.

## Children's Summer Story Hours

Preschool Story Hours Ages 3 - 6

Monday	1:00 P.M. - 1:45 P.M. June 21 - August 16
or	
Tuesday	10:30 A.M. - 11:15 A.M. June 22 - August 17



Placentia Library Literacy Services will offer its 18 hour training class for prospective tutors in July.

The class will meet on Monday and Thursday evenings for three weeks beginning July 12. The sessions will be held from 6:00PM to 9:00PM at the Placentia Library. Upon completion of the class, trainees are recognized as tutors by Literacy Volunteers of America.

The training is provided without charge to volunteers making a minimum commitment of six months to Placentia Library Literacy Services. Training materials are provided through a grant from the Rotary Club of Placentia. Registration for tutors volunteering with other programs is \$30.

Volunteer tutors are matched with adult learners seeking to improve their basic reading, writing, or conversational English skills. Tutors and students meet 2 hours weekly; time and location are flexible.

To enroll in the class or for more information about the program, call the Placentia Library Literacy Office at 524-8408.

## Friends of the Library Events

### Weekend Used Book Sale:

Friday, May 14th	2:00 P.M. - 6:00 P.M.
Saturday, May 15th	10:00 A.M. - 4:00 P.M.
Sunday, May 16th	12:00 P.M. - 3:00 P.M.

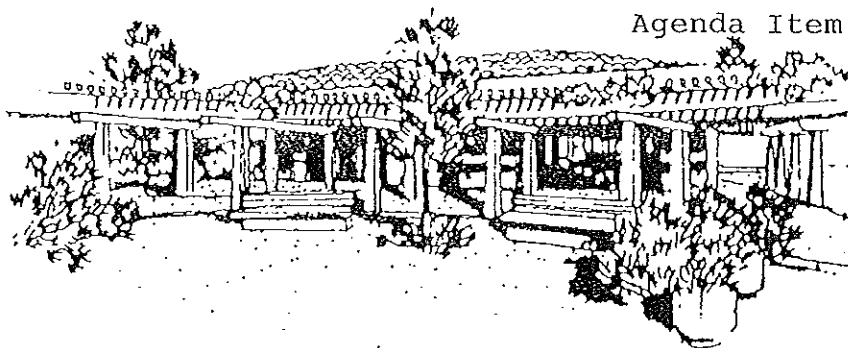
### Ongoing Used Book Sale:

Open during regular Library hours in the lobby. Paperbacks, magazines and hardbacks are available.

## Great Books Discussion Group

Great Books Discussion Group meets the third Tuesday of each month at 7:00 P.M. in the Library Conference Room. Upcoming selections for discussion include:

April 20th	Rothchild's Fiddle - Chekov
May 18th	On Happiness - Aristotle
June 15th	The Apology - Plato
July 20th	Heart of Darkness - Conrad



## PLACENTIA LIBRARY DISTRICT FINES AND FEES SCHEDULE

*Adopted by the Library Board of Trustees, June 15, 1992  
Revised January 18, 1993*

<u>FINES</u>	<u>PER DAY</u>
Adult & Children's Books, Magazines, Pamphlets, Paperbacks, Books on Tape, Records, Cassettes, and Compact Disks	\$ .20
Videos	2.00

There is a two day *grace period* on fines for all items except videos. At the end of the grace period, fines are calculated from the date that the item is due, not from the end of the grace period.

### MAXIMUM FINE PER ITEM

Adult & Children's Books, Magazines, Pamphlets, Paperbacks, Books on Tape, Records, Cassettes, Compact Disks, and Videos	\$ 10.00
--	----------

### RESERVES

Adult & Children's Books, Magazines, Pamphlets, Books on Tape, Records, Cassettes, Compact Disks, Videos	\$ .50
--	--------

### LOST MATERIALS

Adult Books	Item Cost + \$5.00	\$ 25.00
Children's Books	Item Cost + \$5.00	15.00
Magazines	Item Cost + \$2.00	3.00
Records Cassettes	Item Cost + \$5.00	10.00
Pamphlets	Item Cost + \$2.00	2.00
Videos	Item Cost + \$5.00	50.00
Compact Discs	Item Cost + \$5.00	15.00
Books on Tape	Item Cost + \$5.00	30.00
Paperback - Adult	Item Cost + \$5.00	5.00
Paperback - Children's	Item Cost + \$5.00	3.50
Paperback - Foreign Language	Item Cost + \$5.00	9.00

\*Default price will be used in the event the item cost is not available. The processing fee of \$2.00 or \$5.00 is not part of the default price and needs to be added for the total amount due.

### MULTIPURPOSE ROOM

	<u>PER DAY</u>
No set-up	\$ 30.00
Set-up fee	10.00
Clean-up fee	10.00

### RETURNED CHECKS

	<u>PER CHECK</u>
	\$ 10.00

### DAMAGES

Borrowers of materials from Placentia Library District assume full responsibility for their use. Placentia Library District assumes no responsibility for damage to personal property caused by the use of video cassettes, audio cassettes, or other library materials or equipment of any type.

*Adopted by the Library Board of Trustees, January 18, 1993.*

## LIBRARY MISSION STATEMENT

The Purpose of the Placentia Library District is to provide library services and materials that are responsive to the informational, recreational, educational, and cultural needs of all members of the community. To accomplish this goal the Library:

Acquires, organizes and maintains a collection of print and non-print materials to meet the informational, recreational, educational, and cultural reading, listening and viewing needs of the residents of the District and other eligible users.

Provides qualified staff to assist the public with the use of the collection and the information contained therein.

Provides and operates a library facility, that is free of physical barriers, to house the collection and services, to provide reading and study space for users, and to provide space for library and community programs.

Collects, preserves and maintains a collection of published and unpublished material about the City of Placentia and contiguous communities, about current and prior residents of Placentia, and published materials by authors who reside or have resided in Placentia.

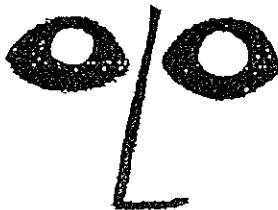
### PLACENTIA LIBRARY DISTRICT 411 East Chapman Avenue

#### HOURS

Monday - Thursday	10:00 A.M. - 8:45 P.M.
Friday - Saturday	10:00 A.M. - 5:45 P.M.
Sunday	1:00 P.M. - 4:45 P.M.

Reference Services, Reserves & Telephone Renewals  
528-1906

LOOK LISTEN LEARN



LIBRARIES CHANGE LIVES

## PLACENTIA LIBRARY DISTRICT THANKS

The Friends of the Placentia Library  
for sponsoring the  
National Library Week Events  
and supplying the refreshments for this evening,

and to the following  
Placentia Chamber of Commerce Members  
who donated the prizes for the contest winners:

Placentia Library  
District  
Celebrates  
National Library Week  
April 18-24, 1993

CenFed Bank  
Landmark Bank  
Norton Palm Cleaners  
Castners Auto Service  
Pace Membership Warehouse

Placentia Library District Celebrates  
NATIONAL LIBRARY WEEK  
And Presents the  
"Libraries Change Lives" Awards Ceremony  
April 20, 1993 7:00-9:00 P.M.

Cake and Coffee, 7:00-7:30 P.M.

Welcome ..... Peggy Dinsmore, President  
Placentia Library District Board of Trustees

Awards Ceremony ..... Peggy Dinsmore, President  
Placentia Library District Board of Trustees

Honorable Mention presentation,  
Children's 4th-7th Grade Category ..... Pat Irot, President  
Friends of the Placentia Library  
*Recipient* ..... PHILLIP DONNELLY

Reading of winning entry,  
Children's 4th-7th Grade Category ..... Pat Irot, President  
Friends of the Placentia Library  
*Recipient* ..... CAROLYN HILSOP

Honorable Mention presentation,  
Children's 8th-12th Grade Category ..... Sandra Stark, Secretary  
Placentia Library District Board of Trustees  
*Recipient* ..... CHRISTINE CHAO

Reading of winning entry,  
Children's 8th-12th Grade Category ..... Sandra Stark, Secretary  
Placentia Library District Board of Trustees  
*Recipient* ..... STEPHANIE CHAO

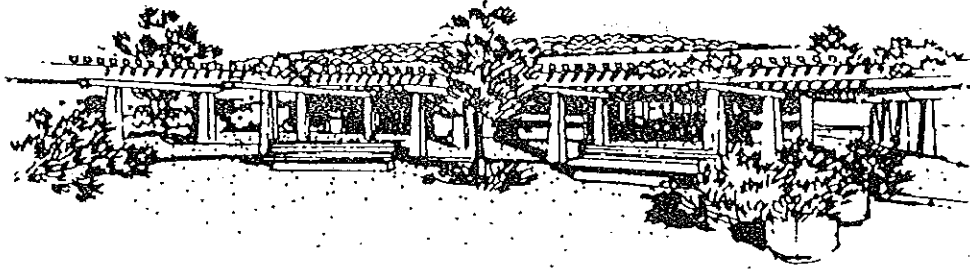
Proclamation ..... The Honorable Maria Moreno, Mayor, City of Placentia

Honorable Mention,  
Literacy Students Category ..... Leslie Moreau, President  
Literacy Volunteers of America, Placentia  
*Recipient* ..... MICHELLE CORPE

Reading of winning entry,  
Literacy Students Category ..... Leslie Moreau, President  
Literacy Volunteers of America, Placentia  
*Recipient* ..... JESS RAMIREZ

Honorable Mention,  
Adults Category ..... Susan Parman Ph.D., Professor  
California State University, Fullerton  
*Recipient* ..... DALE GOODMAN

Reading of winning entry  
Adults Category ..... Susan Parman, Ph.D., Professor  
California State University, Fullerton  
*Recipient* ..... ROSEMARY PFORTMILLER



## Placentia Library District

invites you to celebrate  
National Library Week  
by attending

*"Mixer in the Stacks"*

Wednesday, April 21st

5:30 - 7:30 PM

Come Have Fun . . .

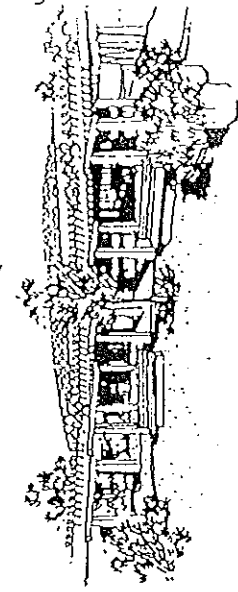
Win a Prize . . .

Network . . .

Connect . . .

&

Discover your Library!



PLACENTIA LIBRARY DISTRICT  
411 East Chapman Avenue  
Placentia, California 92670-6198

(714) 528-1906  
FAX (714) 528-8236

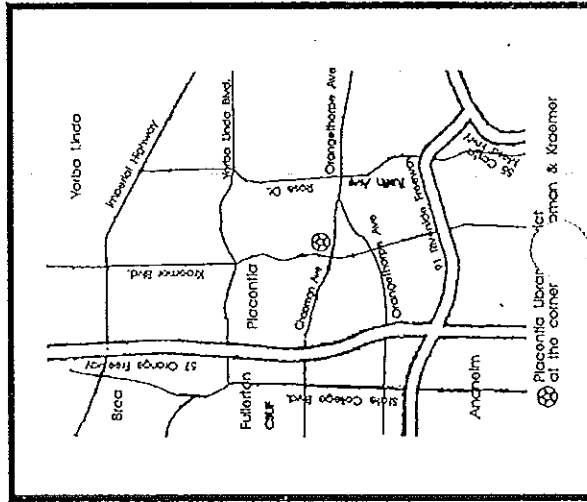
**PLACENTIA LIBRARY  
DISTRICT  
BOARD OF TRUSTEES**

Peggy Dinsmore, President  
Saundra Stark, Secretary  
Ray Evans  
Al Shkoler  
Fred West

Elizabeth Minter, Library Director

**PLACENTIA LOCAL  
HISTORY  
STUDY COMMITTEE**

Larry de Graaf, Placentia Historical Committee  
Pat Jertberg, Placentia Historical Committee  
Pat Irot, Friends of the Placentia Library  
Sal Addotta, Placentia Library District



**USES OF THE ROOM**

The Placentia History Room will be available to patrons seeking information on the history of the Placentia area.

Most materials must be used in the Room itself and are not for circulation.

A table and chairs are available.

Possible uses include school projects, orientation to the geographic area, scholarly or media research, family and local history, and using the local information for advertising or promotion.

**HOURS AND STAFF**

The Placentia History Room will be open upon request during the hours the Library is open:

Monday - Thursday . . . 10:00 AM - 8:45 P.M.  
Friday - Saturday . . . . 10:00 AM - 5:45 P.M.  
Sunday . . . . . 1:00 P.M. - 4:45 P.M.

Closed on Holidays and  
Sundays preceding Holidays

There is no Library staff dedicated to the Placentia History Room at this time. Users will be served by the Reference Desk Staff.

**PLACENTIA  
HISTORY  
ROOM**

**A Guide for  
Donors and Users**



## PURPOSE

The Placentia History Collection of the Placentia Library District has as its purpose the acquisition, organization and preservation of both primary and secondary materials relevant to the history of Placentia and its vicinity.

As a resource center for the People of Placentia, this Collection will include both historical and current information concerning the cultural, geographic, agricultural, economic, social, and political development of the Placentia area.

## THE STORY OF THE PLACENTIA HISTORY ROOM

The Placentia History Room (then named the California Room) opened in April 1978 with a modest collection of books and other artifacts.

Construction of the room was made possible in large part to a \$2,000 donation from the Friends of the Placentia Library.

The Orange County Librarian, Harry Rowe, an avid historian himself, was the main speaker at the education.

Local residents and others finally had a place to visit where they could do research, browse and otherwise glean historical facts about Placentia and California. Scholars and others from as far away as North Dakota and Nebraska have utilized the facility.

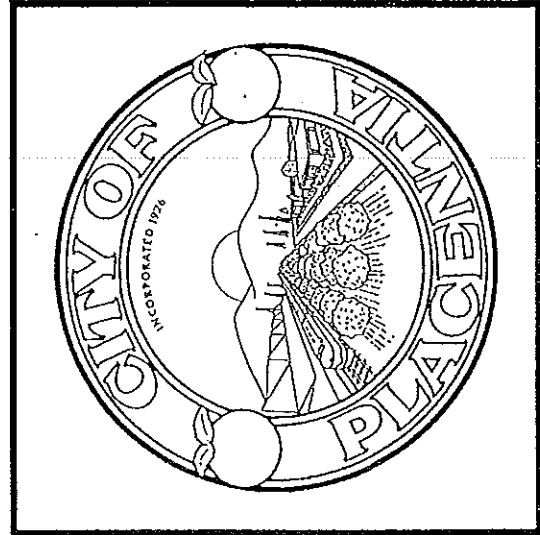
Recently, through the work of a community study committee, it was decided that the Placentia History Room would better serve the public if the focus was redefined to Placentia itself, as the new name indicates.

## SCOPE OF THE PLACENTIA HISTORY ROOM COLLECTION

Materials reflecting the history of Placentia are sought, such as:

- » Books and Pamphlets
- » Periodicals
- » Government Documents
- » Directories and Telephone Books
- » Manuscripts
- » Oral Histories
- » Photographs and Postcards
- » Maps
- » Posters
- » Audio-visual Productions

Other items of historical interest can be referred to the Placentia Historical Committee by calling Jack Sleta at Placentia City Hall, (714) 993-8117.



## GIFTS AND DONATIONS

Gifts and donations of historical materials, as well as the placing of materials on deposit with the Library, are encouraged.

A copy of the Placentia History Collection Policy as adopted by the Library Board of Trustees is available from the Library upon request.

Donors are asked to complete a Release Form to formalize the intent of each gift and/or loan to the Collection.

Publicity for the Placentia History Collection and requests for gifts, donations and deposits is the responsibility of the Library administration, the Friends of the Placentia Library and the Placentia Historical Committee.

Locating historically relevant materials with a view toward acquiring or copying such materials for the Placentia History Collection is one of our primary goals.

## HOW TO DONATE HISTORICAL RESOURCES

Persons with historical materials may donate them to the Placentia History Room by:

- » An outright gift of the materials
  - » A loan for reproduction and return
- Responsibility for accepting any offer of donation belongs to the management of the Placentia History Collection, and, ultimately, to the Library Director.

To Donate Materials Contact  
Sal Addotta, Assistant Director  
Placentia Library District  
411 East Chapman Avenue  
Placentia, CA 92670-6198

...and then there are those people who actually do something about it.

Volunteer my time: \_\_\_\_\_  
Tutoring \_\_\_\_\_ Office \_\_\_\_\_ Serve on Board Committee \_\_\_\_\_ Short term projects \_\_\_\_\_  
Speak on behalf of literacy groups \_\_\_\_\_ Provide space that can be used during tutoring sessions.  
My group is interested in having a speaker on literacy.  
Here is my check for \$ \_\_\_\_\_ . Donations are tax deductible. Make check payable to: LVA-Placentia.

Mail to: LVA-Placentia  
c/o Placentia Library District  
411 E. Chapman  
Placentia, CA 92670

Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Address: \_\_\_\_\_  
City/State/zip: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Thank you for being interested in literacy and doing something about it!

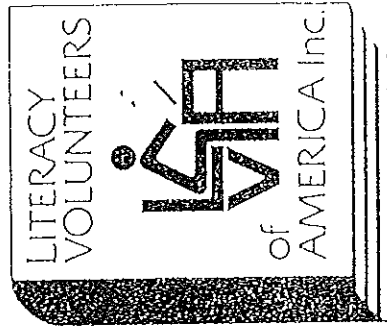
Literacy Volunteers of America - Placentia  
411 E. Chapman Avenue  
Placentia, CA 92670  
(714) 524-8408



Office Hours:

10:00 a.m. - 5:00 p.m.  
Evenings by appointment  
or leave a phone message  
anytime

There are  
a lot  
of people  
who talk about  
the problem  
of illiteracy...



Agenda Item 28  
Attachment Q

A non-profit organization, all donations  
are tax deductible.

Literacy Volunteers of America, Inc.  
Tax ID#: 23-742779  
Tax ID#: 9789 (California)

## How does functional illiteracy affect you:

One in five Americans are functionally illiterate and another 34% are only marginally literate. In Orange County, over 275,000 adults are considered candidates for instruction.

The impact to you as an employer and a taxpayer is enormous. A higher percentage of people on public assistance, in the criminal justice system and among the working poor are functionally illiterate. Children who are not exposed to reading at home are often unprepared to learn to read in school. Illiteracy tends to pass from one generation to the next.

## What is functional illiteracy?

A person is functionally illiterate when he or she is unable to use reading, speaking, writing and math skills for such activities as:

- filling out a job application
- reading a bus schedule or a map
- making change
- reading a medicine bottle or newspaper
- enjoying a good book
- reading to a child

## What do we do

Literacy Volunteers of America - Placentia (LVA-Placentia) is a non-profit, volunteer group that, in conjunction with Placentia Library Literacy Services, provides free of charge to the communities of Placentia, Brea and Yorba Linda:

Since its founding in 1979, over 700 people have been tutored by volunteers.

More than 600 volunteers have donated 31,500 hours of time, valued at well over \$340,000.

One-on-one tutoring is offered in adult basic reading skills and English for speakers of other languages. A family literacy program for preschool children and their families.

At this time, we have 137 active tutors working with 127 students. There are 88 people waiting for a tutor to assist them.

The program is fortunate to have a paid staff to provide direction and stability, tutor training and coordinate volunteer activities.

## How do we do it?

With people like you who donate time, energy and dollars to help people to read.

In addition to tutoring, volunteers work in the office, test potential students, serve on the board of directors, raise funds, plan social activities and publicize activities.

Grants, corporate and private funding keeps the program going. A major funding source, a state grant, has recently expired.

## How can you help?

1. Volunteer to tutor an adult student.
2. Provide space for tutoring sessions.
3. Volunteer to help with special projects or help in the office.
4. Invite a speaker for literacy to your group or club meeting.
5. Make a cash donation.
6. Donate office and computer supplies and equipment.

Call the Placentia Library Literacy Services at (714) 524-8408 for more information.

## You can make a difference!

Help someone who is working hard to improve. Your time and money will make a big difference. You and your community will benefit.

# pacific clippings

post office box 11789  
santa ana, calif. 92711

Placentia News  
Weekly *JAN 21 1993*

## Literacy Services receives \$600 check

*332*  
Bob D'Amato, president of the Rotary Club of Placentia, presented the Placentia Library Literacy Services with a \$600 for use in the library's tutor training workshops.

The library's next tutor training workshop will begin Monday. Upon completion of training, volunteer tutors are matched with adults seeking to improve their basic reading, writing or English skills. For information, call 524-8408.

# pacific clippings

post office box 11789  
santa ana, calif. 92711

Los Angeles Times  
OC Edition *JAN 28 1993*  
Daily

## PLACENTIA *332*

- Placentia Library (411 E. Chapman Ave., Placentia, (714) 528-1906). Open 10 a.m. to 8:45 p.m. Monday through Thursday; 10 a.m. to 5:45 p.m. Friday and Saturday.

# pacific clippings

post office box 11789  
santa ana, calif. 92711

Los Angeles Times  
OC Edition *JAN 28 1993*  
Daily

## Readings

*332*  
Placentia—Reading a book aloud brings the work alive and helps take the listener into the drama of the story, says Joseph Arnold, a theater professor at Cal State Fullerton.

On Thursday, Jan. 28, at the Placentia Public Library, Arnold will take listeners to Jackson, Miss., where Eudora Welty based her many short stories. Welty's characters struggled, laughed, worked and died in the southern part of the state.

"She had a great sense of humor and warmth about the American South," Arnold says. "She also sensed the humor of the human

condition."

Once Welty was asked if she wouldn't set a story in northern Mississippi. "Oh no, that's Bill Faulkner's territory," she reportedly said.

Arnold teaches oral interpretation of Shakespeare and other writers at CSUF.

—W.C.

- What: Selected readings from Eudora Welty.
- When: Thursday, Jan. 28, at 7:30 p.m.
- Where: Placentia Public Library, 411 E. Chapman Ave.
- Whereabouts: Take the Orange (57) Freeway north to the Yorba Linda Boulevard exit and head east. Take a right on Kraemer Boulevard. At Chapman Avenue make a left. The library is in the first block, on the left.
- Wherewithal: Free.
- Where to call: (714) 528-1906.

# pacific clippings

post office box 11789  
santa ana, calif. 92711

Los Angeles Times  
OC Edition *JAN 28 1993*  
Daily

Joseph Arnold of the Cal State Fullerton Theater Arts Department will read from works by Eudora Welty during a meeting of the Placentia Friends of the Library, starting at 7:30 p.m. at the Placentia public library, 411 E. Chapman Ave., Placentia. Free. (714) 528-1906.

# pacific clippings

post office box 11789  
santa ana, calif. 92711

Los Angeles Times  
OC Edition *JAN 28 1993*  
Daily

## PERFORMANCE-ART & READINGS

- 332*  
Joseph Arnold of the Cal State Fullerton Theater Arts Department will read from works by author Eudora Welty on Thursday, Jan. 28, during a meeting of the Placentia Friends of the Library at 7:30 p.m. at the Placentia public library, 411 E. Chapman Ave., Placentia. (714) 528-1906. FREE

**pacific clippings**

post office box 11789  
santa ana, calif. 92711

Fullerton Observer  
Weekly  
FEB 01 1993

January 28 — Reading of The Works  
of Eudora Welty will be presented by  
Joseph Arnold, CSUF Theater Arts  
Department, at the annual meeting of the  
Placentia Friends of the Library, 7:30 pm,  
Placentia Public Library, 411 E. Chapman  
Ave., Placentia, 528-1906.

**pacific clippings**

post office box 11789  
santa ana, calif. 92711

Los Angeles Times  
OC Edition  
Daily  
FEB 04 1993

PLACENTIA 332  
Placentia Library (411 E. Chapman Ave.,  
Placentia, [714] 528-1906). Open 10 a.m.  
to 8:45 p.m. Monday through Thursday; 10  
a.m. to 5:45 p.m. Friday and Saturday.

**pacific clippings**

post office box 11789  
santa ana, calif. 92711

Placentia News  
Weekly  
FEB 4 1993

**Volunteer fair is  
scheduled for Feb. 27**

332  
The Placentia Community Ser-  
vice Organization Network and the  
Placentia Library will co-sponsor  
a volunteer fair from 10 a.m. to 1  
p.m. Feb. 27 at the library, 411 E.  
Chapman Ave., Placentia.

Representatives from agencies  
and organizations serving Placentia  
will answer questions about vol-  
unteer positions.

For information, call 630-3871.

**pacific clippings**

post office box 11789  
santa ana, calif. 92711

Los Angeles Times  
OC Edition  
Daily  
FEB 11 1993

"How the Library Changed My Life" is the  
topic of a writing contest being sponsored by  
the Placentia Library. Competition is open to  
students in the fourth through 12th grades.  
All forms of written expression are eligible,  
including essays, poetry, short stories and  
plays. Entry forms will be available beginning  
Tuesday, Feb. 16, at the library, 411 E.  
Chapman Ave., Placentia. The deadline for  
submitting entries is March 31. (714)  
528-1906.

**pacific clippings**

post office box 11789  
santa ana, calif. 92711

Los Angeles Times  
OC Edition  
Daily  
FEB 11 1993

PLACENTIA 332  
Placentia Library (411 E. Chapman Ave.,  
Placentia, [714] 528-1906). Open 10 a.m.  
to 8:45 p.m. Monday through Thursday; 10  
a.m. to 5:45 p.m. Friday and Saturday.

February 25, 1993 · Placentia News-Times A15

**AROUND TOWN**

**Founder's Society  
sponsors concert**

The Placentia Founders Soci-  
ety's chamber music concert se-  
ries continues on Sunday at 3 p.m.  
with a performance by the Linda  
Owen String Trio at the Bradford  
House in Bradford Park, 136 Palm  
Circle.

The public is invited and seating  
is limited. Admission is free but  
contributions to help defray the  
cost of the concerts are welcome.  
For information, call 993-2470.

**Volunteer fair  
set for Saturday**

The Placentia Community Ser-  
vice Organization Network and the  
Placentia Library will co-sponsor  
a volunteer fair from 10 a.m. to 1  
p.m. Feb. 27 at the library, 411 E.  
Chapman Ave., Placentia.

Representatives from agencies  
and organizations serving Placentia  
will answer questions about vol-  
unteer positions.

For information, call 630-3871.

**pacific clippings**

post office box 11789  
santa ana, calif. 92711

Los Angeles Times  
OC Edition  
Daily

FEB 25 1993

Teens, adults and senior citizens are invited to a Volunteer Fair to be held Saturday, Feb. 27, from 10 a.m. to 1 p.m. at the Placentia Library, 411 E. Chapman Ave., Placentia. Representatives from agencies and organizations will be on hand to answer questions about volunteer positions. Sponsored by the Placentia Community Service Organization Network and the Placentia Library. (714) 630-3871 or (714) 524-8408.

**pacific clippings**

post office box 11789  
santa ana, calif. 92711

Los Angeles Times  
OC Edition  
Daily

MAR 18 1993

**PLACENTIA 332**

Placentia Library (411 E. Chapman Ave., Placentia, [714] 528-1906). Open 10 a.m. to 8:45 p.m. Monday through Thursday; 10 a.m. to 5:45 p.m. Friday and Saturday; 1 to 4:45 Sunday.

**pacific clippings**

post office box 11789  
santa ana, calif. 92711

Los Angeles Times  
OC Edition  
Daily

MAR 25 1993

**PLACENTIA 332**

Placentia Library (411 E. Chapman Ave., Placentia, [714] 528-1906). Open 10 a.m. to 8:45 p.m. Monday through Thursday; 10 a.m. to 5:45 p.m. Friday and Saturday; 1 to 4:45 Sunday.

**pacific clippings**

post office box 11789  
santa ana, calif. 92711

Placentia News  
Weekly

MAR 18 1993

**EDUCATION**

**Library district to help students**

North County News

The Placentia Library District wants to help Kraemer Junior High School students with their homework and special projects.

Library staff members and trained volunteers will help students after school Monday through Thursday from 3:30-4:45 p.m.

"These students need help with their homework probably because there is not enough help at home," said Suad Ammar, principal librarian. "We feel it's our place to help."

Transportation is provided to students who need a ride to and from the library at 411 E. Chapman Ave.

**Librarian studying city past**

By Joe Bel Bruno  
North County News

From tony tract homes sprouting on the eastside to the mom-and-pop Mexican restaurants that dot the streets of old town, residents know first-hand about cultural diversity.

After incorporating 67 years ago, the city has begun to show its growing pains. However, city officials and longtime residents believe growth doesn't have to affect Placentia's "sense of community."

Saad Ammar, the city's principal librarian, has a plan.

With a grant from the California Council for the Humanities, she has embarked the city on a six-week study of itself.

"In these days with cultural diversity on the rise in the Placentia community, we've grown tremendously with people from all kinds of cultural and economic backgrounds," said Ammar, who moved to the city 20 years ago.

"What we are trying to do is create some awareness in the minds of community leaders in order to keep the sense of community, and not to lose it."

The program consists of six meetings to grapple with issues from utopia to the definition of a community. Those who participate in the study — 20 community leaders who represent different walks of life — also are required to read literature provided through the program.

The program was developed for San Bernardino and Riverside counties in 1992 as a way to handle a boom in growth. In Placentia, the program is a way to gauge the future, according to one program member.

Susan Parman, an associate professor of anthropology at California State University, Fullerton, believes the program is a form of preventative medicine.

# pacific clippings

post office box 11789  
santa ana, calif. 92711

Placentia News

Weekly

MAR 18 1993

## APRIL OTTAVIAN

### Library helps raise money for literacy

332  
Placentia Library Literacy Services participated in a Bowl-A-Thon for literacy programs. The fund-raiser emphasized fun and it must have been because those who bowled are already talking about doing it again next year.

Melanie Daniels said that Placentia had 11 teams of five bowlers each and that funds and pledges will support free individualized tutoring for adults, books, software and materials. Looking forward to bowling the perfect game or just having some fun at the Feb. 21 event were Jeanne Scherr (Landmark Bank), who captained team members Donald and Steve Scherr, along with fellow Chamber of Commerce member and Al Shkoler, library trustee, and his wife, Gloria.

Jim Walker of the Friends of the Placentia Library, led a team that included George and Dorothy Dayhuff, Oscar and Gayle Olson, Peggy Dinsmore, both a library trustee and member of the LVA-Placentia board of directors, recruited a team that included her husband, Jim, fellow trustee Fred West, Michael and Marty Kendrick, and Melissa Markin. Placentia Library staff member Jerry Conn captained a team comprised of Diane Hagstrand and city of Placentia employees Shirley Christian, Marla Anderson, and Sandy Robb. Diane and Shirley also are literary volunteers.

Valarie Harris, vice president of both LVA-Placentia and Soroptimists of Placentia-Yorba Linda, led a team of fellow Soroptimists Chris Matson, Sarah Tobias, Mary Hitzeman, and Nancy Capel. Valarie's baby daughter, Tory, was the youngest cheerleader. Placentia Li-

Agenda Item 28  
Attachment V

## APRIL

FROM 12

(PLLS), Barbara Caduff, Student of the Year, captained a team of friends: Monica Nichols, Michele Corpe, Marnie Hasty and Bud Doyle. Jess Ramirez, PLLS Student of the Year 1990-91 and current LVA Placentia board member, led a team of friends and family: Nancy Coffee, Guy Coffee, Mariela Pantoja and Dora Iglesias.

Melanie Daniels, the library's literacy coordinator, recruited family members Michael Daniels, Robert Phillips, Nancy Jackson and Sharon Cross for her team. The library's family literacy coordinator, Gwen Joseph, led a team of family members: Andy, Courtney, and Kyle Joseph, as well as Frank Jou of Placentia Library Literacy Services. Kyle has the distinction of being the youngest

bowler at age 10. Leslie Moreau, LVA-Placentia's president, recruited two teams of friends and family: Paul, Teddi and Donnie Moreau, Chuck and Cathi Wrench, Brian Clough, Steve Dennis, Henry and Cindy De Graff and Terry Panagos. Didn't hear if anyone bowled a 300 game, but know literacy programs were the winner!

Placentia News-Times  
4/1/93

COMMUNITY

### Tax forms available in library's lobby

Federal and state tax forms are available in the lobby of the Placentia Library during regular library hours.

For convenience, the library is extending its lobby hours only on Wednesday, April 14, from 8:45 to 11 p.m. Library staff will be available to help with form distribution but are unable to give tax advice of any kind.

For more information, call 528-1906.

# BENEFIT LUNCHEON

12 Noon - 2:00 P.M.

Friday, April 30, 1993

Placentia Library Meeting Room

\$5.00 per person for lasagna, salad, dessert & drink.

The family of one of the Placentia Library employees lost their home and all of their belongings in a large fire in Santa Ana last week. As friends and coworkers, the Library employees would like to invite you to a benefit luncheon on their behalf.

Also, if anyone would like to donate household items, toys or clothing, they would be greatly appreciated.

### Clothing sizes

#### Men's sizes

Shoes - 11  
Shirts - XL  
Slacks - 34 or 36

#### Women's Sizes

Shoes - 7 1/2  
Blouses - Medium  
Slacks - 5

#### Girl's Sizes

Age 11  
Slacks - 14 Jr.  
Shoes - 7 1/2 (Women's)  
Blouses - L

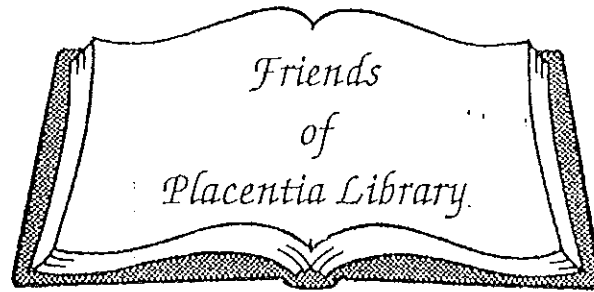
#### Boy's Sizes

Age 4  
Slacks - 4  
Shirts - 5  
Shoes-8 1/2

#### Toddler Sizes

Age 2 (Girl)  
Pants - 4T  
Tops - 4T  
Shoes - Toddler 6





## Volunteer Opportunities

If you can give 1 HOUR per week,  
... Assist with the On-going Book Sale

If you can give 2 HOURS per month,  
... Become a Board member.

If you can give 2 HOURS per year  
... Assist with the May and November  
Super Sales.

Choose any of the above activities.  
Sign-up at the Library desk or  
Call 528-1906 and leave your name and  
phone number.

## on libraries

### Local contest winners recount their personal achievements

By Barbara Glasone  
North County News

**P**arading down Bradford Avenue in 1959 with his first-grade buddies, Jess Ramirez knew he was headed for adventure. Hundreds of picture books could transport him from Placentia Library to pirate caves, far-away lands or Oz. Reading wasn't necessary; the bold, colorful drawings told him the story.

Reading remained outside the big picture until three years ago when a Placentia Library literacy volunteer suggested 37-year-old Ramirez undergo testing for dyslexia.

The advice changed his life.

With help from the Dyslexia Society and literacy tutor Doris Hand, Ramirez went on to complete five books, read half the Bible and begin studies for his General Education Diploma test.

The personal achievements were documented in Ramirez's essay, "How the Library Changed My Life," which took one of four top honors in the Placentia Library National Library Week Contest.

Last week, Ramirez was joined by Yorba Linda residents Carolyn Hislop and Rosemary Pfortmiller and another Placentian, Christine Chao, at the library's awards ceremony.

Ramirez recalled the difficult school years, and the times he had to convince potential employers that his mechanical talents rather than book knowledge would make him acceptable on the job.

"I had to drop out of high school in my senior year and float from job to job," Ramirez recounted. "One tool company kept me for nearly 10 years until they closed down."

It was during a jobless time when he was "bummed out," that Ramirez stopped by the Placentia Library and learned about the literacy program. The opportunity to learn, he remembered, opened a new world to express himself in poetry and writing.

Nowadays, Ramirez works as a part-time gardener at Yorba Linda Country Club, and has plans to enroll in Fullerton College's horticulture program.

Yorba Linda winner Rosemary Pfortmiller jogged her memory bank to recall the importance of



Jack Hancock/North County News

Carolyn Hislop, winner of the children's essay award, meets with Rosemary Pfortmiller, winner in the adult division, left photo, during the Placentia Library ceremony celebrating "How Libraries Change Lives." Both are Yorba Linda residents. Stephanie Chao, honorable mention winner in Placentia Library's essay contest, chats with Jess Ramirez, the winner in the Literacy Students Category. Chao's sister, Christine, captured first place honors for her recollections of "How the Library Changed My Life."

childhood excursions to the library. Raised in the Missouri Ozarks, she regularly accompanied her mother on the 20-mile drive to the nearest library in Clinton, Mo.

"Andrew Carnegie told the people in Clinton that he would give money to build a library if they would donate the land," Pfortmiller said. "We came to know it as the Carnegie Castle."

Intrigued by stories of courage, Pfortmiller checked out all the books she was allowed. Her descriptive account of the learning repository and its surroundings convinced library judges the Carnegie Castle had made a major impact on Pfortmiller's future.

Now attending Los Angeles Harbor College, the Yorba Linda woman is enrolled in art and writing courses. Pfortmiller said she has written a children's book which she plans to illustrate.

Pfortmiller's husband and daughter, Sarah, a student at Yorba Linda Middle School, were on hand to congratulate their mother.

Christine Chao, a freshman at

Sunny Hills High School in Fullerton, won accolades for her impressions of library life. Raised in Taiwan, she remembered Chinese libraries have less tables and work stations, but an abundance of research areas.

Chao, whose older sister Stephanie won honorable mention in the Placentia contest, said she particularly likes the Placentia Library for its quietness and large inventory of Cliff Notes.

Last year, Chao passed the International Baccalaureate Program exam at Sunny Hills, allowing her to transfer from Placentia schools.

In her prize-winning account, Chao said the library "has educated, enlightened and enriched me in every part of my life."

Fourth-grader Carolyn Hislop wrote a fanciful essay, "The Child, The Library and The Magic Book" to illustrate her love for the library.

Hislop and Phillip Donnelly, who won honorable mention in the young people's division, are fourth-grade classmates at the

private Carden Country Day School in Fullerton. Once a month, Carden teachers transport their students to the Placentia library.

Hislop's mother, Jeanine, said her personal love for fantasy and science fiction has no doubt been the inspiration for Carolyn's writings.

"I've also bought the American Girl Collection of stories and dolls for my three daughters, and it has stimulated learning," Jeanine Hislop said.

Peggy Dinsmore, president of the Placentia Library Board of Trustees who welcomed the essay winners, noted National Library Week was founded in the 1950s when Americans were spending more money on television and movies than books.

Additional presenters were Patricia Irot, Friends of the Library president; Sandra Stark, trustee secretary; Leslie Moreau, Literacy Volunteers of America, Placentia chapter president; and Dr. Susan Parman, professor at California State University, Fullerton.

COMMUNITY

S/6 placencia News Times

# Library workers help man in need

## Family left with nothing after fire

By Joe Bel Bruno  
North County News

Henry Guzman stared reluctantly at a plate of cake, sluggishly dragging his fork back-and-forth through the white icing.

The former Placentia resident has been too upset to eat since a fire ripped through the Santa Ana apartment he shared with his wife and three children. Left with nothing, his hometown library held a benefit luncheon Friday to lend a hand.

"This (luncheon) is being held for me, but I can't even eat," said Guzman, 32, who has been working the graveyard shift as a mechanic to save money to buy a home.

"I haven't been able to eat since the fire. Even though ... I can't explain how proud this makes me to be a part of this community," he said.

All Guzman's mother had to do was tell her co-workers at the Placentia Library about the tragedy and within days the luncheon was planned. All together, the benefit raised more than \$500 for the family.

Esther Guzman said it just shows how much the community cares about one of its own. Her son, daughter-in-law and grandchildren now share her three-bedroom house in the city.

"I was so touched that the people really do care," said a teary-eyed Esther Guzman, who works in the children's section. "This library has backed us up all the way ... offering encouragement and helping out with whatever they can. I'll never forget this."

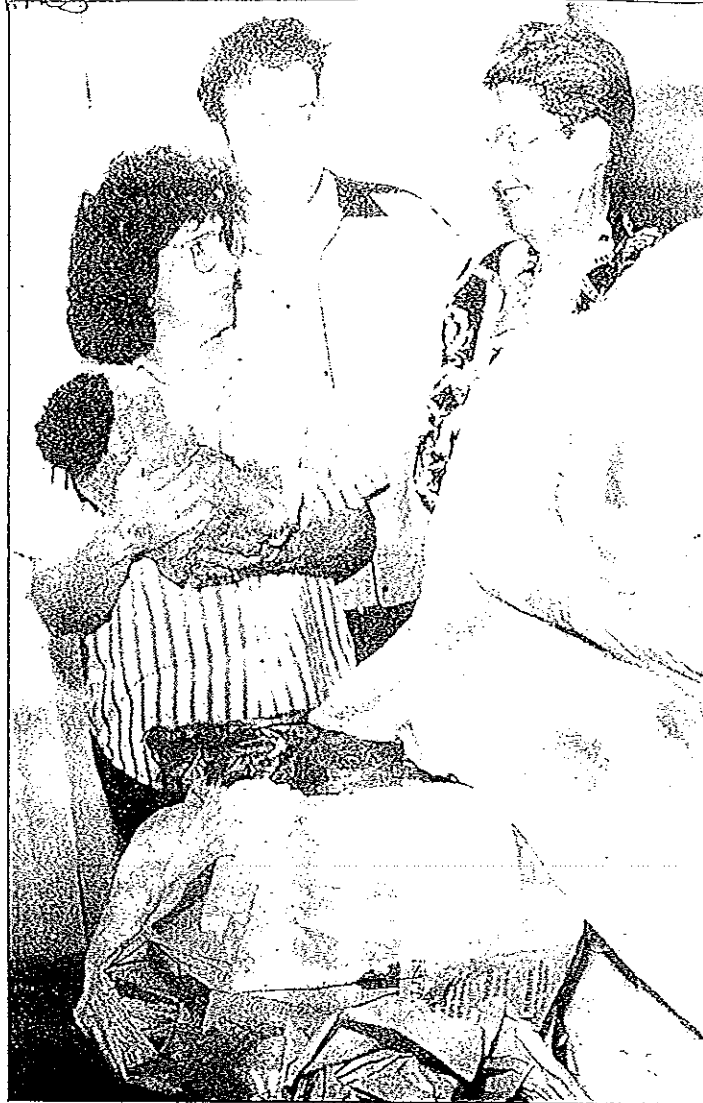
Those who attended the luncheon, which comprised mostly of workers at the Placentia Civic Center, also donated goods to the benefit.

By the end of the day, a small table designated for donations was crammed with blankets, clothes, shoes, stuffed animals, games and other merchandise.

Henry Guzman said he might have died during the April 12 blaze.

Guzman's 11-year-old daughter, Jessica, woke him up from a nap after he returned from his night job. Clouds of smoke was emanating from the ceiling, which was already glowing from hot embers, he said.

The fire was started when workers using a blow torch accidentally ignited a bush, he said. All 42 units in the complex were destroyed, but no one was injured.



Stan Bird/North County News  
Henry Guzman, his mother, Esther, right, and Library Director Elizabeth Minter stand with some of the items donated by library employees.

COMMUNITY

# Library's outlook is dire

## Loss of tax revenues may alter operations

By Joe Bel Bruno  
North County News

Imagine that the Placentia Library was open only three days, and when residents could get in the door the selection of new books is diminished.

This isn't anything new for library administrators. They've been imagining this scenario ever since state lawmakers threatened to tap into property tax revenue used to fund library districts.

The library could stand to lose 20 percent of its operating budget, according to one official.

Administrators of the library — which is supported only on property tax revenue collected in Placentia — aren't taking the threat sitting down. In fact, the library's director and president spent the past week lobbying in Sacramento to help maintain the amount of money they get each year.

Library Director Elizabeth Minter, who met with state Sen. John Lewis, R-Orange, and Assemblyman Ross Johnson, R-Fullerton, on Tuesday, said time might be running out.

"It's really scary, public libraries as we know it can be changed dramatically in this state for a long time," said Minter. "We're talking major cuts. We need to keep the message alive to keep our funding sources."

She wants lawmakers grappling with the state budget to come up with "funding sources that will take the place for what we are going to lose."

The Placentia Library District's main source of funding is local property taxes. Unlike other libraries, Placentia is not allowed to receive other funds to sup-



Stan Bird/North County News

Library Director Elizabeth Minter and Laura Shearer at the library's business table.

## LIBRARY: Revenue loss may alter operation

FROM 1

The state budget proposed for next year by Gov. Pete Wilson and supported by the Assembly shifts an additional \$2.6 billion in local government revenue — mostly property tax — to the state.

If this shift occurs, Placentia Library District would permanently lose an additional \$254,000 from its property tax allocation. In two years it would total \$381,000 or 34 percent of its operating budget.

Library administrators are lobbying state legislators for another special assessment tax to take the place of the lost property tax. However, any new assessments would be put to a vote within the city.

Last year the state siphoned 11 percent of the library's budget — about \$128,000. The result was the

loss of 3.5 full-time staff positions and the delay of maintenance and improvements to the building, located in the Placentia Civic Center.

The Library Board of Trustees transferred money from its reserve accounts to soften the cuts, something President Peggy Dinsmore believes won't happen again.

"Residents couldn't immediately notice how the cuts impacted us over the past year," she said. "We won't be able to cushion the cuts proposed by the state this year. We are just simply going to have to take the brunt of it."

Mayor Maria Moreno, a member of the library's Literacy Volunteers of America Board, said the public needs to lend a hand and help out.

"One option the library might

look into is creating a foundation with residents and business of the city and look into the possibility of funding new books," said Moreno, who looks back fondly on her days going to the library's original site in Old Town while growing up.

"I would hope the residents would begin writing to their legislators and letting them know how important the library is to them and how it affects their lives directly," she said.

santa ana, calif. 92711

Placentia News  
Weekly 8 1993

### Library program has adults seeking tutors

332  
Placentia Library Literacy Services has adults waiting for a tutor to help them improve their basic literacy skills.

Tutor training workshops will be held on six Mondays and Thursdays from 6 to 9 p.m. beginning April 12 and a Saturday class will meet from 9 a.m. to 4 p.m. (with a one hour lunch-break), beginning April 24 for three weeks.

To register for a class or for information, call the library literacy office at 524-8408.

post office box 11789  
santa ana, calif. 92711

Placentia News APR 8 1993  
Weekly

### Tax forms available in library's lobby

332  
Federal and state tax forms are available in the lobby of the Placentia Library during regular library hours.

For convenience, the library is extending its lobby hours only on Wednesday, April 14; from 8:45 to 11 p.m. Library staff will be available to help with form distribution but are unable to give tax advice of any kind.

For more information, call 528-1906.

santa ana, calif. 92711

Los Angeles Times  
OC Edition  
Daily APR 15 1993

PLACENTIA 332

Placentia Library (411 E. Chapman Ave., Placentia, [714] 522-1906). Open 10 a.m. to 8:45 p.m. Monday through Thursday; 10 a.m. to 5:45 p.m. Friday and Saturday; 1 to 4:45 Sunday.

April 15, 1993 Placentia News-Times A1

### Library program has adults seeking tutors

Placentia Library Literacy Services has adults waiting for a tutor to help them improve their basic literacy skills.

A tutor training workshop will be held on Saturdays from 9 a.m. to 4 p.m. (with a one hour lunch break), beginning April 24 for three weeks.

Classes will be held at Placentia Library and are free of charge to volunteers making a minimum commitment of six months to PLLS. Registration for people not volunteering with PLLS is \$30.

To register for a class or for information, call the library literacy office at 524-8408.

Placentia News Times 4/22/93

### AROUND TOWN

#### Business group to honor associates

The Placentia Stars Chapter of the American Business Women's Association will honor business associates in the community at its meeting on Tuesday. Keynote speaker will be Placentia Chief of Police Manuel J. Ortega.

The dinner meeting is open to the public and will be held at Day's Inn (formerly Griswold's), 1500 S. Raymond Ave., Fullerton. Networking is at 6:30 p.m. followed by the dinner/program at 7. The cost for the evening is \$14.

For information or to make reservations, call Carol Peterson at (800) 879-6996, ext. 1831, by Monday.

to 6 p.m. May 14; 10 a.m. to 4 p.m. May 15; and the used book sale clearance is from 1 to 3 p.m. May 16.

#### pacific clippings

post office box 11789  
santa ana, calif. 92711

Placentia News  
Weekly APR 16 1993

### Library program has adults seeking tutors

332  
Placentia Library Literacy Ser-

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#### Library to hold used book sale

The Friends of the Placentia Library will hold its semi-annual

Placentia News  
Weekly

APR 22 1993

The Register  
Daily

APR 24 1993

### Library to hold used book sale

332

The Friends of the Placentia Library will hold its semi-annual used book sale on May 14, 15, and 16 at the Placentia Library, 411 E. Chapman Ave.

Hours for the sale will be from 2 to 6 p.m. May 14; 10 a.m. to 4 p.m. May 15; and the used book sale clearance is from 1 to 3 p.m. May 16.

### PLACENTIA 332

The Placentia Library announced four local winners in the National Library Week Writing Competition. They will be finalists in national competition to be judged in May. The library's four winners are Carolyn Hislop, 9 of Carden Country Day School in Fullerton, Stephanie Chao, 18, of Placentia, Jess Ramirez, 40, of Placentia, and Rosemary Pfortmiller of Yorba Linda. The theme of this year's essay contest was "How the Library Changed My Life."



*Welcome you to  
join them in support  
of our local Library*

The purpose of the Friends of the Placentia Library is to foster closer relations between the Placentia Library District and the citizens of Placentia and to support the functions, resources, services, and needs of the Library.

FRIENDS raise funds through:  
Memberships  
Book Sales (Annual & Continuous)

Tear off here

Friends of the Placentia Library

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

I will support through

- My membership fee of
  - Individual.....\$2.00
  - Family.....\$5.00
  - Sustaining.....\$10.00
  - Life.....\$25.00
- Help with the Book Sales

You may pay at the circulation desk or you may mail your membership to

411 E. Chapman Ave.  
Placentia, CA 92670-6198

### pacific clippings

post office box 11789  
santa ana, calif. 92711

Los Angeles Times  
OC Edition APR 29 1993  
Daily

### PLACENTIA

332  
Placentia Library (411 E. Chapman Ave., Placentia, [714]-528-1906). Open 10 a.m. to 8:45 p.m. Monday through Thursday; 10 a.m. to 5:45 p.m. Friday and Saturday; 1 to 4:45 Sunday.

### PLACENTIA

A former Placentia resident, whose Santa Ana apartment was destroyed during a fire, got a helping hand from his hometown library. Henry Guzman, whose mother works at the Placentia Library, received \$500 and supplies donated during a benefit luncheon last week. "My family lost everything, and now this really shows us how important this community is," said Guzman, who shared the two-bedroom apartment with his wife and three children.





TO: Library Board of Trustees

FROM: Sal Addotta, Assistant Library Director *Sma*  
 Suad Ammar, Principal Librarian *SA*

DATE: May 17, 1993

SUBJECT: Americans With Disabilities Act Compliance Report Update

**BACKGROUND:**

The Library has received a letter of commendation from the City Advisory Committee on the Disabled for its ADA Self-Evaluation Plan. The letter was unanimously adopted Thursday, April 22, 1993.

Application has been filed for a LSCA Title II grant for the Disabled Access Remodeling of Main Library Project. The State Librarian will notify applicants of decisions by May 28, 1993.

**RECOMMENDATION:**

Receive and file.

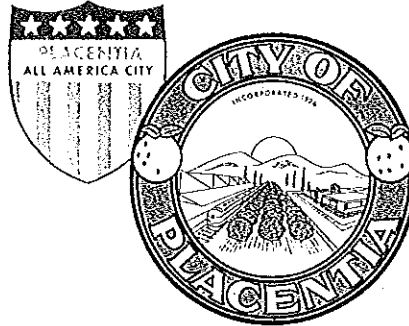
**ADA SELF-EVALUATION**

Area Surveyed	Status	Proposed Action	Target Completion Date
Parking	accessible	none	N/A
Entrance	fully accessible	automatic doors installed Feb. 1991	completed
Entryway footing	tiles partially accessible	replace as part of remodeling project	FY93-94
Restrooms	legal, but largely in- accessible	redesign as part of remodeling project	FY93-94
Drinking fountains	marginally accessible; too high; activator stiff	redesign as part of remodeling project	FY93-94
Public telephones	legal and fully accessible	telephone booth added at lower ADA height	completed
Signage	procedures written for helping disabled	signs produced and posted	completed
Access to staff and collections	counters at Ref/Circ desks are too high for persons in wheelchairs;	clipboards provided with pens and pencils at Ref/Circ desks	completed
Access to staff and collections	same as above	permanent solution is to lower counters at Ref/Circ	FY93-94
Telephone access for deaf users	no access	install TDD equipment	FY93-94

The People are the City

Mayor  
MARIA MORENO  
  
City Administrator  
ROBERT D'AMATO

Councilmembers  
CAROL DOWNEY  
NORMAN Z. ECKENRODE  
MICHAEL L. MAERTZWEILE  
JOHN O. TYNES



401 East Chapman Avenue - Placentia, California 92670

April 22, 1993

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

Dear Ms. Minter:

At the February 25, 1993 meeting of the Advisory Committee on the Disabled for the City of Placentia, each committeemember received a copy of the Library District's ADA Self-Evaluation Program.

Our Committee wishes to thank and commend the Library District on their Self-Evaluation Program. Our Committee realizes that the Library District must accept the financial restraints before the District can make all its suggested improvements. We were pleased to accept the several improvements already made that were listed in the Library District's Self-Evaluation Program.

Again, our Committee would like to extend our thanks to the Library District for their co-operation and their Self-Evaluation Program commitment.

THE ADVISORY COMMITTEE ON THE DISABLED

Earl E. Mills  
Earl E. Mills, Chairperson

Moyra Wilkins  
Moyra Wilkins, Vice Chairperson

Dale Goodman  
Dale Goodman, Committeemember

Dana Haas  
Dana Haas, Committeemember

David Keup  
David Keup, Committeemember

Georganne Yarger  
Georganne Yarger, Committeemember

TO: Library Board of Trustees

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

DATE: May 17, 1993

**SUBJECT: Santiago Library System Report**

The Council of the Santiago Library System (SLS) met on May 13, 1993.

SLS has renewed its contract with the Metropolitan Cooperative Library System (MCLS) for administrative services for Fiscal Year 1993-1994. This contract was arranged because SLS does not have funding adequate to hire a full time administrator unless its members begin paying dues, and qualified part time administrators are not available. SLS Council members reported that they are happy with the quantity and quality of services being provided by MCLS. SLS also contracts with MCLS for the provision of second level reference services.

SLS has authorized an additional contract with MCLS for the provision of financial services. The Orange County Auditor's Office has been providing this service but the costs have become excessive and SLS has been having problems with its independent annual audit because of some of the communication problems and accounting practices in the County Office.

As a result of these changes the Orange County Library has determined that it no longer has space to accommodate the SLS Office so it is in the process of being moved back to the Fullerton Public Library. Fullerton has agreed to provide the space without cost to SLS.

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§54956.95. Closed Sessions; Joint Powers Insurance Authorities

(a) Nothing in this chapter shall be construed to prevent a joint powers agency formed pursuant to Article 1 (commencing with Section 6500) of Chapter 5 of Division 7 of Title 1, for purposes of insurance pooling, or a local agency member of the joint powers agency, from holding a closed session to discuss a claim for the payment of tort liability losses, public liability losses, or workers' compensation liability incurred by the joint powers agency or a local agency member of the joint powers agency.

(b) Nothing in this chapter shall be construed to prevent the Local Agency Self-Insurance Authority formed pursuant to Chapter 5.5 (commencing with Section 6599.01) of Division 7 of Title 1, or a local agency member of the authority, from holding a closed session to discuss a claim for the payment of tort liability losses, public liability losses, or workers' compensation liability incurred by the authority or a local agency member of the authority.

(c) Nothing in this section shall be construed to affect Section 54956.9 with respect to any other local agency.

§54957. Closed Sessions; Exclusion of Witnesses

Nothing contained in this chapter shall be construed to prevent the legislative body of a local agency from holding closed sessions with the Attorney General, district attorney, sheriff, or chief of police, or their respective deputies, on matters posing a

threat to the security of public buildings or a threat to the public's right of access to public services or public facilities, or from holding closed sessions during a regular or special meeting to consider the appointment, employment, evaluation of performance or dismissal of a public employee or to hear complaints or charges brought against such employee by another person or employee unless such employee requests a public hearing. The legislative body also may exclude from any such public or closed meeting, during the examination of a witness, any or all other witnesses in the matter being investigated by the legislative body.

For the purposes of this section, the term "employee" shall not include any person elected to office, or appointed to an office by the legislative body of a local agency; provided, however, that nonelective positions of city manager, county administrator, city attorney, county counsel, or a department head or other similar administrative officer of a local agency shall be considered employee positions; and provided further, that nonelective positions of general manager, chief engineer, legal counsel, district secretary, auditor, assessor, treasurer or tax collector of any governmental district supplying services within limited boundaries shall be deemed employee positions.

Nothing in this chapter shall be construed to prevent any board, commission, committee or other body organized and operated by any private organization as defined in Section 54952 from holding closed sessions to consider (a) matters affecting the national security, or (b) the appointment, employment, evaluation

of performance or dismissal of an employee or to hear complaints or charges brought against such employee by another person or employee unless such employee requests a public hearing. Such body also may exclude from any such public or closed meeting, during the examination of a witness, any or all other witnesses in the matter being investigated by the legislative body.

§54957.1. Closed Sessions; Public Report of Employment Decisions

The legislative body of any local agency shall publicly report at the public meeting during which the closed session is held or at its next public meeting any action taken, and any roll call vote thereon, to appoint, employ or dismiss a public employee arising out of any closed session of the legislative body.

§54957.2. Minute Book Record of Closed Sessions; Inspection

(a) The legislative body of a local agency may, by ordinance or resolution, designate a clerk or other officer or employee of the local agency who shall then attend each closed session of the legislative body and keep and enter in a minute book a record of topics discussed and decisions made at the meeting. The minute book made pursuant to this section is not a public record subject to inspection pursuant to the California Public Records Act (Chapter 3.5 (commencing with Section 6250) of Division 7 of Title 1), and shall be kept confidential. The minute book shall be available only to members of the legislative body or, if a violation of this chapter is alleged to have occurred at a

closed session, to a court of general jurisdiction wherein the local agency lies. Such minute book may, but need not, consist of a recording of the closed session.

(b) An elected legislative body of a local agency may require that each legislative body all or a majority of whose members are appointed by or under the authority of the elected legislative body keep a minute book as prescribed under subdivision (a).

§54957.5. Agendas and Other Writings Distributed for Discussion or Consideration at Public Meetings; Public Records; Inspection; Closed Sessions

(a) Notwithstanding Section 6255 or any other provisions of law, agendas of public meetings and other writings, when distributed to all, or a majority of all, of the members of a legislative body of a local agency by a member, officer, employee, or agent of such body for discussion or consideration at a public meeting of such body, are public records under the California Public Records Act (Chapter 3.5 (commencing with Section 6250) of Division 7 of Title 1) as soon as distributed, and shall be made available pursuant to Sections 6253 and 6256. However, this section shall not include any writing exempt from public disclosure under Section 6253.5, 6254, or 6254.7.

(b) Writings which are public records under subdivision (a) and which are distributed prior to commencement of a



public meeting shall be made available for public inspection upon request prior to commencement of such meeting.

(c) Writings which are public records under subdivision (a) and which are distributed during a public meeting and prior to commencement of their discussion at such meeting shall be made available for public inspection prior to commencement of, and during, their discussion at such meeting.

(d) Writings which are public records under subdivision (a) and which are distributed during their discussion at a public meeting shall be made available for public inspection immediately or as soon thereafter as is practicable.

(e) Nothing in this section shall be construed to prevent the legislative body of a local agency from charging a fee or deposit for a copy of a public record pursuant to Section 6257. The writings described in subdivisions (b), (c), and (d) are subject to the requirements of the California Public Records Act (Chapter 3.5 (commencing with Section 6250), Division 7, Title 1), and subdivisions (b), (c), and (d) shall not be construed to exempt from public inspection any record covered by that act, or to limit the public's right to inspect any record required to be disclosed by that act. This section shall not be construed to be applicable to any writings solely because they are properly discussed in a closed session of a legislative body of the local agency. Nothing in this chapter shall be construed to require a legislative body or a local agency to place any paid advertisement or any other paid notice in any publication.

(f) "Writing" for purposes of this section means "writing" as defined under Section 6252.

§54957.6. Closed Sessions; Legislative Body of Local Agencies; Salaries, Salary Schedules or Fringe Benefits; Mandatory Subjects

(a) Notwithstanding any other provision of law, a legislative body of a local agency may hold closed sessions with the local agency's designated representatives regarding the salaries, salary schedules, or compensation paid in the form of fringe benefits of its represented and unrepresented employees.

Closed sessions of a legislative body of a local agency, as permitted in this section, shall be for the purpose of reviewing its position and instructing the local agency's designated representatives. Closed sessions, as permitted in this section, may take place prior to and during consultations and discussions with representatives of employee organizations and unrepresented employees.

For the purposes enumerated in this section, a legislative body of a local agency may also meet with a state conciliator who has intervened in the proceedings.

(b) In addition to the closed sessions authorized by subdivision (a), the legislative body, as defined by Sections 54952, 54952.2, 54952.3, and 54952.5, of a public agency, as defined by subdivision (c) of Section 3501, may hold closed sessions with its designated representatives on mandatory subjects

within the scope of representation of its represented employees, as determined pursuant to Section 3504.

§54957.7. Closed Sessions; Statement of Reasons and Legal Authority; Scope of Coverage; Notice

★ [ Prior to or after holding any closed session, the legislative body of the local agency shall state the general reason or reasons for the closed session, and may cite the statutory authority, including the specific section and subdivision, or other legal authority under which the session is being held. In the closed session, the legislative body may consider only those matters covered in its statement. In the case of special, adjourned, and continued meetings, the statement shall be made as part of the notice provided for the special, adjourned, or continued meeting. Nothing in this section shall require or authorize the giving of names or other information which would constitute an invasion of privacy or otherwise unnecessarily divulge the particular facts concerning the closed session.

§54957.8. Closed Sessions; Legislative Body of a Multi-jurisdictional Drug Law Enforcement Agency

Nothing contained in this chapter shall be construed to prevent the legislative body of a multijurisdictional drug law enforcement agency, or an advisory body of a multijurisdictional drug law enforcement agency, from holding closed sessions to discuss the case records of any ongoing criminal investigation of

the multijurisdictional drug law enforcement agency or of any party to the joint powers agreement, to hear testimony from persons involved in the investigation, and to discuss courses of action in particular cases.

"Multijurisdictional drug law enforcement agency," for purposes of this section, means a joint powers entity formed pursuant to Article 1 (commencing with Section 6500) of Chapter 5 of Division 7 of Title 1, which provides drug law enforcement services for the parties to the joint powers agreement.

The Legislature finds and declares that this section is within the public interest, in that its provisions are necessary to prevent the impairment of ongoing law enforcement investigations, to protect witnesses and informants, and to permit the discussion of effective courses of action in particular cases.

§54957.9. Authorization to Clear Room Where Meeting Willfully Interrupted, Etc.

In the event that any meeting is willfully interrupted by a group or groups of persons so as to render the orderly conduct of such meeting unfeasible and order cannot be restored by the removal of individuals who are willfully interrupting the meeting, the members of the legislative body conducting the meeting may order the meeting room cleared and continue in session. Only matters appearing on the agenda may be considered in such a session. Representatives of the press or other news media, except those participating in the disturbance, shall be allowed to attend any

06/09/93 16:44:53

-&gt;

2332 Santiago

Page 1

JUN- 9-93 WED 14:34 MICHAEL DILLON &amp; ASSOC.

P. 01

June 9, 1993

TO: ALL COOPERATIVE LIBRARY SYSTEMS FOR FORWARDING TO  
MEMBER LIBRARIES AND CLA LEGISLATIVE CONTACTS

FROM: Mike Dillon, Lobbyist  
California Library Association

RE: Legislative Update

### I. SB 566 PASSES SENATE

Just before noon the Senate passed SB 566-Roberti, the benefit assessment legislation co-sponsored by CLA and the County of Los Angeles. The vote was 27 ayes to 9 noes. The twenty-seven votes were cast by all the Democrats except Senators Wadie Deddeh and Nicholas Petris, who were not on the floor at the time of the vote, and five Republicans. The Republicans voting yes were Senators Marian Bergeson, Robert Beverly, Bill Craven, Republican Leader Ken Maddy, and Becky Morgan. Nine Republican Senators voted no. They were Senators Frank Hill, Rob Hurtt, Bill Leonard, Tim Leslie, John Lewis, Don Rogers, Cathie Wright, and Phil Wyman. Republican Senator David Kelley did not vote.

Senator Roberti, in presenting the measure on the floor, stated, "The future of all public libraries in California is jeopardized by our budget reductions and revenue shortages at all levels of government. Libraries have very limited authority to raise additional revenue and there should be some degree of local control and viable local options to preserve library services." Senator Michael Thompson also rose to support the measure, saying that "we need to ensure libraries are not only open but up to date. In recessionary times businesses and people looking for work rely more on libraries. This measure is the ultimate in local control." Republican Senator Hurtt of Orange County was the only senator speaking in opposition to SB 566.

### II. THINGS MOVING FAST

The Budget Conference Committee is still hoping to wrap up activities this week. The leadership of both houses is expecting to bring the budget bill up on the floor for vote next Tuesday. Added urgency is given to the discussions because of the need to enact any budget related legislation to extend the sales tax by June 20. This date is important in order to have retailer requirements in place by the effective date of July 1. Still to be resolved are the major issues relating to education and local government, including the property tax shift and extension of the sales tax.

### III. LOCAL GOVERNMENT WORKING GROUP

Yesterday a special Assembly/Senate Local Government Working Group met to consider the economic and other impacts of the



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Page 2

JUN- 9-93 WED 14:34 MICHAEL DILLON &amp; ASSOC.

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Governor's local government property tax shift. Members of the Working Group included Assemblyman Mike Gotch, Chair, and Assemblymembers Jan Goldsmith, Fred Aguiar, Valerie Brown, Philip Isenberg, and Trice Harvey. Senators included Co-Chair Chuck Calderon, Marian Bergeson, Newton Russell, Mike Thompson, Cathie Wright, and Lucy Killea. The committee hearing was unusual in that it did not involve the normal staff members from the Local Government Committees. Instead the Office of Majority Services set up the hearing. Additionally, the usual organizations representing cities, counties, and special districts were not invited to participate directly. Instead, selected witnesses representing public safety, a representative of a small county, and representatives of the Association of Realtors and California Building Industry Association were scheduled witnesses.

In his opening statement, Chairman Mike Gotch stated that the Working Group wanted to "seek a spark of information for solution and not just hear an inventory of disasters." No miracle solutions emerged from the testimony. Most of those who testified encouraged extension the sales tax. The Los Angeles County Under-Sheriff, went so far as to recommend rejection of the property tax shift and extending the sales tax for law enforcement only. The Working Group continues to meet behind closed doors and had been expected to make recommendations to the Budget Conference Committee this afternoon. However, we have just received word that the Working Group would like to postpone their recommendations until Friday. The Budget Conference Committee had hoped to wrap up its actions by Friday and this request could delay that effort.

#### IV. "SUPER POT" ETC.

As reported to you previously the Governor's budget proposes a \$2.6 billion shift of property taxes from cities, counties, and special districts to schools. The Assembly also proposes a \$2.6 billion shift, but over two years. The Senate proposes a \$1.3 billion shift. In addition, the Governor's budget proposes to give all of the special district augmentation fund monies to the counties to offset their lost property tax. The SDAF represents about \$400 million in round numbers. The Governor's budget would also give counties the remainder of special district property taxes in the amount of approximately \$1 billion. Ostensibly the counties would give this money back to special districts. However, there is no requirement that they do so. This approach is slightly different than last year's "super pot" which at least required that the special district taxes be given back to special districts. CLA is actively opposing the "super pot" approach as it would negatively impact most county special district libraries and independent special district libraries. There seems to be growing resistance to this concept. Additionally, there is increased resistance to the entire \$2.6 billion property tax shift. At this point \$1.3 billion is a more realistic number. Whether or not this number can be reduced further depends on the







## legislative alert

CALIFORNIA  
SPECIAL  
DISTRICTS  
ASSOCIATION

### CONFERENCE COMMITTEE TO CONSIDER LOCAL GOVERNMENT BUDGET FRIDAY

On Tuesday, June 8, the Joint Senate/Assembly Local Government Budget Working Group held a hearing to hear from law enforcement, builders and realtors about the effects of the proposed property tax shift. During the hearing, Victor Potthorff of the California State Association of Counties said that the counties are not interested in superpot, and that it simply won't work.

The joint working group, chaired by Assemblymember Mike Gotch and Senator Charles Calderon, had been requested by the Senate/Assembly budget conference committee to come back to them with a local government piece for the state budget by Wednesday, June 9. Members on the local government working group include: Assemblymembers Gotch, Harvey, Valerie Brown, Aguiar, Isenberg, Goldsmith; and Senators Leslic, Bergeson, Calderon, and Russell.

Yesterday, Calderon and Gotch came to the conference committee and requested more time. They intend to present a local government piece of the budget to the conference committee by noon Friday. Gotch said the local government working group had come to the conclusion that a \$2.6 billion shift would be "undefensible," and that the plan they will present will have a ceiling of \$1.3 billion. It is unclear whether this would also include the shift of an additional \$1.3 billion the following year.

Other suggestions the local government group is considering making are: extension of the 1/2 cent sales tax beyond what the Governor has committed to, mandate relief to the tune of about \$200 million, and some form of tax loophole closure. Gotch also referred to the working group's support of the Legislative Analyst's recommendations, and their interest in beginning to move toward that end beginning with the outcome of this year's budget debate.

Now is the time for a full-court press. Please continue to contact your local news media and legislators, and fax copies to CSDA. Thanks to your efforts, we are receiving follow-up telephone calls from reporters, and news coverage. The situation is changing rapidly, and the local government portion of the budget is fluid. Your efforts make a difference!

For up to date information on the budget debate, please call the CSDA Legislative Hotline at (800) 292-CSDA.

### FIELD POLL RESULTS

Two-thirds of Californians oppose the Governor's plan to shift property taxes from localities to the state. This information was released on Monday in a joint press conference with CSDA, ACWA, the League of Cities and the California State Association of Counties.



# CALIFORNIA ADVOCATES, INC.

Park Executive Bldg., 925 L Street, Suite 350, Sacramento, CA 95814 (916) 441-5050

June 10, 1993

## MEMORANDUM

TO: Library Coalition

FROM: Mike Belote - California Advocates, Inc.

SUBJECT: Budget Conference Committee Status

As expected, local government working group chairman Mike Gotch made a report to the Budget Conference Committee early yesterday evening. Gotch made the following points:

- o the working group is struggling and finding consensus difficult, and needs until noon Friday to complete its work;
- o the group is unanimous that a property tax shift of \$2.6 billion is too high, and that a more appropriate figure is \$1.3 billion or less;
- o the budget package should contain at least \$200 million of "mandate relief";
- o the Legislature should enact automatic "triggers" to reduce spending if the economy does not approve;
- o the sales tax should be extended for at least six months and possibly longer;
- o "loophole" closures should be considered;
- o the budget should seek to minimize impact on fire protection and law enforcement;
- o the budget should not sacrifice long term financial stability for local governments, and should protect the property tax base;
- o the Legislature should seek the full adoption of the Legislative Analyst's recommendations over time.

Gotch's comments raise a whole host of questions. For example, John Vasconcellos asked whether the contemplated \$1.3 billion cut is inclusive or exclusive of the sales tax extension. After all, six months of extended sales tax is estimated to produce \$1.4 billion, which would mean that local government was suffering no cut at all. Gotch refused



to answer even this most basic question, indicating that the working group was struggling with that and other issues. Similarly, it was unclear what he meant by "full implementation of LAO recommendations." That comment could simply mean that the Legislature should continue to proceed with his AB 1335, permitting LAFCOs to initiate consolidation proceedings. Third, it is unclear what he means by loophole closure: he may be referring to proposals to reduce the entertainment tax deduction to 50%.

Several general comments may be in order. The first is that the conference committee appears to be experiencing growing frustration, and the possibility exists that the rather productive and even cordial atmosphere may change in the next few days. It is even possible, although probably unlikely, that the resolve to complete the budget process by June 15 could unravel when the "mega-issues" are considered. Second, it is clear that no \$2.6 billion property tax shift will occur. All the major players, from Willie Brown to Jim Brulte to Ken Maddy to Mike Gotch and others agree that some lesser amount must be chosen. Third, it is clear that John Vasconcellos will insist on some cuts to local government, as he believes that the majority of the pain in this year's budget thus far has been allocated to the state. Fourth, it appears that support for the superpot concept is dwindling as the debate continues. Fifth, it looks like enterprise districts will be a major victim of the shift, as there is some perception that these districts were treated less harshly last year.

Very tough times still lie ahead, especially as the Republicans in the Senate and Assembly make themselves heard. Tim Leslie warned the conference committee recently that no revenue enhancements would be considered by his caucus unless they were accompanied by reforms in the welfare system and mandate relief. The Assembly Republican Caucus allegedly will accept no revenue enhancements at all.

In the face of all this uncertainty, the conference committee will reconvene today at 2:00 p.m., apparently to continue working on open line items in the budget. The local government piece will not be considered until at least mid-day tomorrow.

MB/el



# Legislative Update

TO: Legislative Network  
FROM: Linda Elliott  
DATE: June 10, 1993  
RE: SB 566

## SB 566 CLEARS SENATE

### CONGRATULATIONS !!

The Senate passed SB 566 on Wednesday, June 9, on a vote of 27 to 9. Your work paid off!

Senators voted as follows:

**YES:** Alquist, Ayala, Bergeson, Beverly, Boatwright, Calderon, Craven, Dills, Greene, Hart, Hayden, Hughes, Johnston, Killea, Kopp, Lockyer, Maddy, Marks, McCorquodale, Mello, Morgan, Presley, Roberti, Rosenthal, Thompson, Torres, Watson

**NO:** Hill, Hurtt, Leonard, Leslie, Lewis, Rogers, Russell, Wright, Wyman

**NOT VOTING:** Deddeh, Kelley, Petris

We need to thank those who voted for 566. Tell those who voted against the bill that you are sorry they could not support this bill but that libraries still need their help and you hope they will work for library services in some other way (they need to know that we are keeping track of the votes). Also let the not-voting people know that we are still looking to them for support of libraries.

We can thank our local supporters as well. Let them know that the Assembly round is about to begin. The next alert will give you the new schedule for action.

If you have questions regarding this alert, call Linda Elliott at (310) 544-3800, or Nancy Mahr at (310) 544-3822. FAX (310) 541-6807.





**ATTENTION ALL  
DISTRICTS**

**CSDA IS COMING**

**TO ORANGE COUNTY**

**MAY 6, 1993**

**TO TALK ABOUT THE**

**STATE BUDGET.**

**MORE INFORMATION**

**COMING LATER.**



REMINDER 00

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