

AGENDA

REGULAR MEETING

PLACENTIA LIBRARY DISTRICT

BOARD OF TRUSTEES

January 17, 2001

7:30 P.M.

Library Conference Room

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

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

1. Roll Call Administrative Assistant

Page 1
Sound

2. Adoption of Agenda

28 29 30 33 34 gte 8

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

Presentation: Library Director
Recommendation: Adopt by Motion

3. Minutes of the December 20, 2000 Regular Meeting.

Presentation: Library Director
Recommendation: Approve by Motion

4. Oral Communications

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

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

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

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

5. Board President Report

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

6. Trustee Reports

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

7. Library Director Report

The Library Director will report on library issues of general interest and on meetings attended on behalf of the District.

8. Friends of Placentia Library Board of Directors Report

Presentation: Friends Representative

*1/21 book sales
Apr 2 - Friends Annual Meeting.
Balance of year - Book Plate.
(Enclosure)*

CLAIMS (Items 9 - 12)

Presentation: Library Director
Recommendation: Approve by Motion

Pays / 2001

Items 9 - 12 may be considered together as one motion to "Approve the Claims, and Receive & File the General Fund Cash Flow Report." Items may be removed for individual consideration before the Claims are adopted. Items removed must then each have a separate motion.

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

No Nonstandard Claims were processed during this report period.

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

Claims 4011, 4012, 4013, 4014 and 4015 forwarded by Library Director for a total of \$18,776.05 during this report period.

11. Current Claims and Payroll (Approve)

Current Claims 4018 and 4019 for \$11,537.61; and Payrolls 4016 for \$24,513.00 and 4017 for \$24,513.00, for a combined total of Current Claims and Payroll of \$60,563.61.

12. FY2000-2001 Cash Flow Analysis through January 17, 2001 and recommendation that no funds be transferred at this time. (Receive & File)

FINANCIAL REPORTS (Items 13 - 18)

Presentation: Library Director
Recommendation: Approve by Motion

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

13. Financial Reports for December 2000 (Receive & File)
14. Office General Ledger & Check Registers for December 2000 (Receive & File)
15. Acquisitions Report for December 2000 (Receive & File)
16. Overdue Collection Reports for December 2000 (Receive & File)
17. Debit Card System Reimbursement Report for December 2000 (Receive & File)
18. Gifts Report for December 2000 (Receive & File)

GENERAL CONSENT CALENDAR (Items 19 – 27)

Presentation: Library Director
Recommendation: Approve by Motion

Items 19 – 27 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.

19. Building Maintenance Report for December 2000 (Receive & File)
20. Personnel Report for December 2000 (Receive, File, and Ratify Appointments)
21. Volunteer Reports for December 2000 (Receive & File)
22. Circulation Report for December 2000 (Receive & File)
23. Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority. (Receive & File)
24. Status report on the Placentia History Room project with the City of Placentia. (Receive & File)
25. Report on Selection Process for replacement library system for Tri-City Library Network (fka Anaheim Library Consortium). (Receive & File)
26. Certification for Partnerships for Change Implementation Grant from the State Library of California. These funds are directed to support the Spanish Literacy project in collaboration with the City of Placentia and Head Start. (Receive & File)

27. Placentia Civic Center Authority Special Meeting Minutes from November 14, 2000. (Receive & File)

CONTINUING BUSINESS

- ~~28.~~ Report on the Joint Study Session with the City of Placentia City Council on January 16, 2001 to discuss the City's proposal to the District for financing the District's share of the proposed Civic Center Remodeling project.

Presentation: Library Board President
Recommendation: Review financing proposal from the City of Placentia and determine whether to accept it

- ~~29.~~ Status Report on selection of Library Security System. (Receive & File)

Presentation: Library Director
Recommendation:

- ~~30.~~ Roofing Replacement Project – The Library Director will give a status report

Presentation: Library Director
Recommendation: No Board action is anticipated

NEW BUSINESS

31. Legislative issues for Fiscal Year 2001-2002

Presentation: Library Director
Recommendation: Identify Trustee activities to support legislation; and
Give direction for future action

32. Library Director's Response to Performance Evaluation

Presentation: Library Director
Recommendation: Give direction for future action

- ~~33.~~ Discussion of Holiday Exhibits for ethnic/religious groups

Presentation: Trustee Stark
Recommendation: Give direction for future action

prepare policy.

34. Discussion of ways to expand the Library's visibility in the community

Presentation: Trustee Wood
Recommendation: Give direction for future action

35. Determine Reinvestment of Certificates of Deposit

Presentation: Administrative Assistant Goodson

Recommendation: Leave Certificates of Deposit at Wells Fargo Bank, Placentia; and

Take one \$2,500.00 CD and one \$5,000.00 CD plus \$2,500.00 from the Savings account to purchase one \$10,000.00 CD which will earn 5.30%

36. Travel Authorization for the California Special District Association (CSDA) "Practicalities 2001" Local Government Leadership Workshop in Monterey, CA, the 38th International Conference on Fund Raising in San Diego, CA, and the California Association of Library Trustees and Commissioners (CALTAC) 2001 Workshop in Library Leadership in Palos Verdes, CA.

Presentation: Library Director

Recommendation: Authorize Trustee Braun and Library Director Minter to attend the CSDA "Practicalities 2001" Workshop, January 31 – February 1, 2001, in Monterey, CA at a cost not to exceed \$1,360, to be paid from the General Fund; and

Authorize Trustee Wood and Library Director Minter to attend the International Conference on Fund Raising on February 12, 2001, in San Diego, CA at a cost not to exceed \$800, to be paid from the General Fund; and

Determine who is able to attend the CALTAC Workshop on Saturday, March 10, 2001 at the Palos Verdes Public Library and authorize attendance at a cost not to exceed 225, to be paid from the General Fund.

STAFF REPORTS (Items 37 - 42)

Items 37 – 42 may be considered together as one motion to approve the Staff Reports. Items may be removed for individual consideration before the General Consent Calendar is adopted. Items removed must then each have a separate motion.

37. Program Committee Report for December 2000 (Roberts)
38. Children's Services Report for December 2000 (Smith)
39. Placentia Library Literacy Services Report for December 2000 (Roberts)
40. Placentia Library Web Site Report for December 2000 (Roberts)
41. Publicity Materials produced for December 2000 (Willauer)
42. Safety Committee Minutes for December 2000 (Matas)

ADJOURNMENT

43. Agenda Preparation for the February Regular Meeting which will be held on Wednesday, February 21, 2001.

> Employee insurance benefits review with District Insurance Broker Stormy Waldek

44. Review of Action Items. *→ Paul Rosen by vote.*

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

45. Adjourn

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

I, Wendy G. Goodson, Administrative Assistant for Placentia Library District, hereby certify that the Agenda for the January 17, 2001 Regular Meeting of the Library Board of Trustees of the Placentia Library District was posted on Thursday, January 11, 2001.



**MINUTES
PLACENTIA LIBRARY DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
December 20, 2000**

CALL TO ORDER

The Regular Meeting of the Placentia Library District Board of Trustees was called to order on December 20, 2000 at 7:32 P.M. by President Shkoler.

ROLL CALL

Members Present: President Al Shkoler, Trustees Geoff Braun, Peggy Dinsmore, Gaeten Wood; and Library Director Elizabeth Minter.

Members Absent: Trustee Sandra Stark

Others Present: Administrative Assistant Wendy Goodson and Public Services Manager Jim Roberts.

Trustee Dinsmore requested that Agenda Item 41, Review of Board Organization and Procedures of Placentia Library Board of Trustees Handbook, Page 9, Revised April 10, 1998, be discussed immediately before she leaves the meeting due to illness.

**ADOPTION OF
AGENDA**

It was moved by Trustee Wood, seconded by Trustee Braun to adopt the Agenda as printed.

AYES:	Braun, Dinsmore, Shkoler, Wood
NOES:	None
ABSTAIN:	None
ABSENT:	Stark

**REVIEW OF
PLACENTIA
LIBRARY BOARD
OF TRUSTEES
HANDBOOK**

It was moved by Trustee Dinsmore, seconded by Trustee Wood to delete Paragraph three (3) of Section III, Board Organization and Procedures, Placentia Library District Board of Trustees Handbook, Page 9, Revised April 10, 1998 which states, "The President and Secretary shall serve no more than two consecutive terms. In the event no other member of the Board of Trustees is able to accept nomination to office, the incumbent may continue in office until the next Annual Meeting when another member is available to serve in the office."

AYES:	Braun, Dinsmore, Shkoler, Wood
NOES:	None
ABSTAIN:	None
ABSENT:	Stark

**ELECTION OF
BOARD OFFICERS**

It was moved by Trustee Dinsmore, seconded by Trustee Wood to nominate and elect Al Shkoler as the President of the Library Board of Trustees.

AYES:	Braun, Dinsmore, Shkoler, Wood
NOES:	None
ABSTAIN:	None
ABSENT:	Stark

It was moved by Trustee Wood, seconded by Trustee Dinsmore to nominate and elect Trustee Braun as Secretary of the Library Board of Trustees.

AYES: Braun, Dinsmore, Shkoler, Wood
NOES: None
ABSTAIN: None
ABSENT: Stark

**ORAL
COMMUNICATIONS**

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

**PRESIDENT'S
REPORT**

No report at this time.

**FOUNDATION
REPORT**

No report at this time.

APPOINTMENTS

President Shkoler appointed:

Trustee Wood and Secretary Braun as representatives to the Placentia Library Foundation Board of Directors.

Trustee Stark to the Special Districts Workers Compensation Authority.

Trustee Dinsmore to the Independent Special Districts of Orange County.

Trustee Dinsmore to the Special District Local Area Formation Commission (LAFCO) Selection Committee

RESOLUTION

It was moved Trustee Wood, seconded by Secretary Braun to read Resolution 00-4 by Title only, Authorization of signatures for District accounts at Sanwa Bank, Wells Fargo Bank, Bank of America~~X~~, and the Orange County Auditor.

AYES: Braun, Dinsmore, Shkoler, Wood
NOES: None
ABSTAIN: None
ABSENT: Stark

It was moved by Trustee Wood, seconded by Trustee Dinsmore to adopt Resolution 00-4.

AYES: Braun, Dinsmore, Shkoler, Wood
NOES: None
ABSTAIN: None
ABSENT: Stark

**MEETING DATES
AND TIMES**

It was moved by Trustee Dinsmore, seconded by Secretary Braun to schedule dates and times for the Regular Board Meeting for 2001 as the third Wednesday of the month at 7:30 P.M.

AYES: Braun, Dinsmore, Shkoler, Wood
NOES: None
ABSTAIN: None
ABSENT: Stark

**LEAVE
AUTHORIZATION
FOR LIBRARIAN II
CYRISE SMITH**

It was moved by Trustee Dinsmore, seconded by Trustee Wood to grant Librarian II Cyrise Smith forty (40) hours of Administrative Leave to be used for visits to public libraries in Australia; and grant Librarian II Cyrise Smith permission to use up to fifty (50) hours of vacation time in advance of accrual on condition that the hours are earned before any additional vacation time is taken.

AYES: Braun, Dinsmore, Shkoler, Wood
NOES: None
ABSTAIN: None
ABSENT: Stark

**PLACENTIA
LIBRARY POLO
SHIRTS**

It was moved by Trustee Wood, seconded by Trustee Dinsmore to approve purchasing forty-eight (48) "Read and Grow @ Placentia Library" polo shirts, not to exceed \$1,410.00, funded from the State Library Literacy matching grant; and give one shirt at no cost to staff and trustees who have never received a shirt; and permit staff and trustees to purchase one additional shirt each at a cost of \$20.00.

AYES: Braun, Dinsmore, Shkoler, Wood
NOES: None
ABSTAIN: None
ABSENT: Stark

CLAIMS

It was moved by Trustee Wood, seconded by Secretary Braun to approve Agenda Items 10 through 13:

Nonstandard Claims in the amount of \$0.00

Claims 3998 for Fund 702, and Claims 3996, 3997, 3998, 3999, 4000, 4001, and 4002 for Fund 707 forwarded by the Library Director for a total of \$13,565.35.

Current Claims 4005, 4006, 4007, 4008, 4009, and 4010 for \$60,104.60; and Payroll Claims 4003 for \$24,513; 3987 for \$24,513.00; and 4004 for \$24,513.00 for a combined total of \$109,130.60.

FY2000-2001 Cash Flow Analysis through December 20, 2000 and recommendation that no funds be transferred at this time.

FINANCIAL REPORTS

It was moved by Trustee Wood, seconded by Trustee Dinsmore to receive and file Agenda Items 15 through 20:

Financial Reports for November, 2000

Office General Ledger & Check Registers for November, 2000

Acquisitions Report for November, 2000

Overdue Collection Report for November, 2000

Debit Card System Reimbursement Report for November, 2000

Gifts Report for November, 2000

AYES: Braun, Dinsmore, Shkoler, Wood

NOES: None

ABSTAIN: None

ABSENT: Stark

GENERAL CONSENT CALENDAR

It was moved by Trustee Dinsmore, seconded by Secretary Braun to receive and file Agenda Items 21-39:

Building Maintenance Report for November 2000. (Receive & File)

Personnel Report for November 2000 (Receive, File and Ratify Appointments)

Volunteer Report for November 2000 (Receive & File)

Circulation Report for November 2000 (Receive & File)

Minutes of the Executive Committee of the Independent Special Districts of Orange County (ISDOC) of November 6, 2000

Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority (Receive & File)

Status report on the Placentia History Room project with the City Of Placentia (Receive & File)

Fiscal Year 1999-2000 Annual Report of Financial Transactions of Special Districts for Placentia Library District as prepared by Munson, Cronick & Associates and submitted

to the State Controller. (Receive & File)
Fiscal Year 1999-2000 Audit Management Letter prepared by
Munson, Cronick & Associates on September 1, 2000. (Receive
& File)

Certification to Receive Funds from the Public Library Fund,
Fiscal Year 2000-2001, submitted to the State Library of
California (Receive & File)

Status Report on selection of Library Security System (Receive &
File)

Report on Organizational Meeting of the Arroyo Seco Library
System (Library of California Region IV) held on December
4, 2000 (Receive & File)

Library of California Board Actions taken November 9-10, 2000
(Receive & File)

Notification from the Orange County Local Area Commission
(LAFCO) concerning the timetable for allocation Placentia
Library District's share of the LAFCO budgetary costs pursuant
to AB 2838 (Hertzberg), known as the *Cortese-Knox-Hertzberg
Local Government Reorganization Act of 2000*. (Receive &
File)

Annual Return of Employee Benefit Plan, IRS Form 5500, for
the year ending June 30, 2000. (Receive & File)

Annual Report on the District's Pension Plan from First
American Trust to the Staff and the Staff's authorization to
Change the balance of the investment from "Balanced" to
"Growth" and to change the stock portion from mutual funds
to individual stocks. (Receive & File)

Amendment of Premium Conversion Plan for unpaid leave of
Absence under the Family and Medical Leave Act of 1993
("FMLA Leave") as requested by Woodman Accident & Life
Company, the District's 125 plan (employee tax-exempt
Benefits) administrator. (Receive & File and Adopt
Amendment)

AYES: Braun, Dinsmore, Shkoler, Wood
NOES: None
ABSTAIN: None
ABSENT: Stark

**INTRODUCTION OF
NEWLY ELECTED
BOARD MEMBERS**

Library Director introduced Secretary Geoff Braun whose Oath of Office was sworn on December 1, 2000; and Trustees Gaeten Wood and Peggy Dinsmore who were re-elected and also sworn on December 1, 2000.

MINUTES

It was moved by Trustee Dinsmore, seconded by Trustee Wood to approve the Minutes of the November 15, 2000 Regular Meeting as printed.

AYES: Dinsmore, Shkoler, Wood
NOES: None
ABSTAIN: Braun
ABSENT: Stark

Trustee Dinsmore left the meeting due to illness at 8:17 P.M.

STAFF REPORTS

It was moved by Secretary Braun, seconded by Trustee Wood to approve Agenda Items 48-53:

Program Committee Report for November, 2000.

Children's Services Report for November, 2000.

Placentia Library Literacy Services Report for November, 2000.

Placentia Library Web Site Report for November, 2000.

Publicity Materials produced for November, 2000.

Safety Committee Minutes for November, 2000.

AYES: Braun, Dinsmore, Shkoler, Wood
NOES: None
ABSTAIN: None
ABSENT: Stark

**CIVIC CENTER
AUTHORITY
RENOVATION
PLANS**

Library Director presented information regarding the exterior renovation plans for the Civic Center and the District's plans for financing its share of the project.

Mayor Chris Lowe was not present to discuss these issues with the Board of Trustees.

The next meeting will be a joint meeting of the Library Board of Trustees and the City Council with the Civic Center Authority on Tuesday, January 16, 2001 at 5:30 P.M. at City Hall.

The January Regular Meeting will be held on January 17, 2001.

**AGENDA
PREPARATION**

Discussion of Children's Department Holiday Exhibits for ethnic/religious groups (Stark)
Library Director's response to evaluation questions

ADJOURNMENT

The Regular Meeting of the Board of Trustees of the Placentia Library District for December 20, 2000 adjourned at 8:50 P.M.

Geoff Braun, Secretary

Placentia Library Board Calendar

January - December, 2001

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January

- 8 7:00 PM Friends Board Meeting, Wood
- 12 ALA Midwinter Meeting, Washington, D.C., through Jan 17
- 14 1:00 PM Friends Book Sale
- 16 5:30 PM Joint Meeting, Library Board and City Council to Discuss Civic Center Renovations and Financing
- 17 5:30 PM Chamber Mixer at Placentia Round Table
- 7:30 PM Library Board Meeting
- 25 7:15 AM Placentia Chamber of Commerce Breakfast
- 27 9:00 AM -4:30 PM Library Fundraising Day Conference, Glendale Public Library

February

- 5 7:00 PM Friends Board Meeting, Dinsmore
- 21 7:30 PM Library Board Meeting
- 22 7:15 AM Placentia Chamber of Commerce Breakfast

March

- 3 10:30 AM Author's Luncheon featuring Diane Leslie, Alta Vista Country Club, 10:30 AM
- 5 7:00 PM Friends Board Meeting, Shkoler
- 10 9:00 AM CALTAC Workshop in Library Leadership, Palos Verdes Public Library
- 11 9:00 AM NSFRE Int'l. Conference, San Diego, through Mar 14
- 21 7:30 PM Library Board Meeting
- 22 7:15 AM Placentia Chamber of Commerce Breakfast

April

- 2 6:00 PM Friends Annual Meeting and Volunteer Recognition featuring Live at the Library author Earlene Fowler
- 7:00 PM Friends Board Meeting, Stark
- 8 1:00 PM Friends Book Sale
- 18 7:30 PM Library Board Meeting
- 5:30 PM -7:00 PM Library Sponsors Chamber Mixer
- 26 7:15 AM Placentia Chamber of Commerce Breakfast

May

- 7 7:00 PM Friends Board Meeting, Braun
- 13 1:00 PM Friends Book Sale

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Placentia Library Board Calendar

January - December, 2001

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May

- 16 7:30 PM Library Board Meeting
- 24 7:15 AM Placentia Chamber of Commerce Breakfast
- 27 3:36 PM Library Closed for Monday Holiday
- 28 Library Closed for Memorial Day

June

- 4 7:00 PM Friends Board Meeting, Wood
- 10 1:00 PM Friends Book Sale
- 14 2:34 PM ALA Annual Conference, San Francisco, through June 20
- 20 7:30 PM Library Board Meeting
- 28 7:15 AM Placentia Chamber of Commerce Breakfast

July

- 4 Library Closed for Independence Day
- 18 7:30 PM Library Board Meeting
- 26 7:15 AM Placentia Chamber of Commerce Breakfast

August

- 15 7:30 PM Library Board Meeting

September

- 2 Library Closed for Monday Holiday
- 3 Library Closed for Labor Day
- 10 7:00 PM Friends Board Meeting, Dinsmore
- 19 7:30 PM Library Board Meeting
- 27 7:15 AM Placentia Chamber of Commerce Breakfast

October

- 1 7:00 PM Friends Board Meeting, Shkoler
- 13 9:00 AM Heritage Parade
- 17 7:30 PM Library Board Meeting
- 25 7:15 AM Placentia Chamber of Commerce Breakfast

November

- 2 5:30 PM Foundation Donor Reception (Donor hours are 6 - 8 P.M.)
- 5 7:00 PM Friends Board Meeting, Stark
- 11 Library Closed for Veterans Day
- 21 7:30 PM Library Board Meeting

Jul 2001						
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MINUTES
PLACENTIA LIBRARY DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
December 20, 2000

*Ely Tumbal
Braun +
Sandra Stark*

CALL TO ORDER

The Regular Meeting of the Placentia Library District Board of Trustees was called to order on December 20, 2000 at 7:32 P.M. by President Shkoler.

ROLL CALL

Members Present: President Al Shkoler, Trustees Geoff Braun, Peggy Dinsmore, Gaeten Wood; and Library Director Elizabeth Minter.

Members Absent: Trustee Sandra Stark

Others Present: Administrative Assistant Wendy Goodson and Public Services Manager Jim Roberts.

Trustee Dinsmore requested that Agenda Item 41, Review of Board Organization and Procedures of Placentia Library Board of Trustees Handbook, Page 9, Revised April 10, 1998, be discussed immediately before she leaves the meeting due to illness.

**ADOPTION OF
AGENDA**

It was moved by Trustee Wood, seconded by Trustee Braun to adopt the Agenda as printed.

AYES: Braun, Dinsmore, Shkoler, Wood
NOES: None
ABSTAIN: None
ABSENT: Stark

**REVIEW OF
PLACENTIA
LIBRARY BOARD
OF TRUSTEES
HANDBOOK**

It was moved by Trustee Dinsmore, seconded by Trustee Wood to delete Paragraph three (3) of Section III, Board Organization and Procedures, Placentia Library District Board of Trustees Handbook, Page 9, Revised April 10, 1998 which states, "The President and Secretary shall serve no more than two consecutive terms. In the event no other member of the Board of Trustees is able to accept nomination to office, the incumbent may continue in office until the next Annual Meeting when another member is available to serve in the office."

< note

**ELECTION OF
BOARD OFFICERS**

It was moved by Trustee Dinsmore, seconded by Trustee Wood to nominate and elect Al Shkoler as the President of the Library Board of Trustees.

AYES: Braun, Dinsmore, Shkoler, Wood
NOES: None
ABSTAIN: None
ABSENT: Stark

It was moved by Trustee Wood, seconded by Trustee Dinsmore to nominate and elect Trustee Braun as Secretary of the Library Board of Trustees.

AYES: Braun, Dinsmore, Shkoler, Wood
NOES: None
ABSTAIN: None
ABSENT: Stark

**ORAL
COMMUNICATIONS**

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

**PRESIDENT'S
REPORT**

No report at this time.

**FOUNDATION
REPORT**

No report at this time.

APPOINTMENTS

President Shkoler appointed:

Trustee Wood and Secretary Braun as representatives to the Placentia Library Foundation Board of Directors.

Trustee Stark to the Special Districts Workers Compensation Authority.

Trustee Dinsmore to the Independent Special Districts of Orange County.

Trustee Dinsmore to the Special District Local Area Formation Commission (LAFCO) Selection Committee

RESOLUTION

It was moved Trustee Wood, seconded by Secretary Braun to read Resolution 00-4 by Title only, Authorization of signatures for District accounts at Sanwa Bank, Wells Fargo Bank, Bank of American, and the Orange County Auditor.

AYES: Braun, Dinsmore, Shkoler, Wood
NOES: None
ABSTAIN: None
ABSENT: Stark

It was moved by Trustee Wood, seconded by Trustee Dinsmore to adopt Resolution 00-4.

AYES: Braun, Dinsmore, Shkoler, Wood
NOES: None
ABSTAIN: None
ABSENT: Stark

**MEETING DATES
AND TIMES**

It was moved by Trustee Dinsmore, seconded by Secretary Braun to schedule dates and times for the Regular Board Meeting for 2001 as the third Wednesday of the month at 7:30 P.M.

AYES: Braun, Dinsmore, Shkoler, Wood
NOES: None
ABSTAIN: None
ABSENT: Stark

**LEAVE
AUTHORIZATION
FOR LIBRARIAN II
CYRISE SMITH**

It was moved by Trustee Dinsmore, seconded by Trustee Wood to grant Librarian II Cyrise Smith forty (40) hours of Administrative Leave to be used for visits to public libraries in Australia; and grant Librarian II Cyrise Smith permission to use up to fifty (50) hours of vacation time in advance of accrual on condition that the hours are earned before any additional vacation time is taken.

AYES: Braun, Dinsmore, Shkoler, Wood
NOES: None
ABSTAIN: None
ABSENT: Stark

**PLACENTIA
LIBRARY POLO
SHIRTS**

It was moved by Trustee Wood, seconded by Trustee Dinsmore to approve purchasing forty-eight (48) "Read and Grow @ Placentia Library" polo shirts, not to exceed \$1,410.00, funded from the State Library Literacy matching grant; and give one shirt at no cost to staff and trustees who have never received a shirt; and permit staff and trustees to purchase one additional shirt each at a cost of \$20.00.

AYES: Braun, Dinsmore, Shkoler, Wood
NOES: None
ABSTAIN: None
ABSENT: Stark

CLAIMS

It was moved by Trustee Wood, seconded by Secretary Masters to approve Agenda Items 10 through 13:

Nonstandard Claims in the amount of \$0.00

Claims 3998 for Fund 702, and Claims 3996, 3997, 3998, 3999, 4000, 4001, and 4002 for Fund 707 forwarded by the Library Director for a total of \$13,565.35.

Current Claims 4005, 4006, 4007, 4008, 4009, and 4010 for \$60,104.60; and Payroll Claims 4003 for \$24,513; 3987 for \$24,513.00; and 4004 for \$24,513.00 for a combined total of \$109,130.60.

FY2000-2001 Cash Flow Analysis through December 20, 2000

and recommendation that no funds be transferred at this time.

**FINANCIAL
REPORTS**

It was moved by Trustee Wood, seconded by Trustee Dinsmore to receive and file Agenda Items 15 through 20:

Financial Reports for November, 2000

Office General Ledger & Check Registers for November, 2000

Acquisitions Report for November, 2000

Overdue Collection Report for November, 2000

Debit Card System Reimbursement Report for November, 2000

Gifts Report for November, 2000

AYES: Braun, Dinsmore, Shkoler, Wood
NOES: None
ABSTAIN: None
ABSENT: Stark

**GENERAL CONSENT
CALENDAR**

It was moved by Trustee Dinsmore, seconded by Trustee Braun to receive and file Agenda Items 21-39:

Building Maintenance Report for November 2000. (Receive & File)

Personnel Report for November 2000 (Receive, File and Ratify Appointments)

Volunteer Report for November 2000 (Receive & File)

Circulation Report for November 2000 (Receive & File)

Minutes of the Executive Committee of the Independent Special Districts of Orange County (ISDOC) of November 6, 2000

Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority (Receive & File)

Status report on the Placentia History Room project with the City Of Placentia (Receive & File)

Fiscal Year 1999-2000 Annual Report of Financial Transactions of Special Districts for Placentia Library District as prepared by Munson, Cronick & Associates and submitted to the State Controller. (Receive & File)

Fiscal Year 1999-2000 Audit Management Letter prepared by Munson, Cronick & Associates on September 1, 2000. (Receive & File)

Certification to Receive Funds from the Public Library Fund, Fiscal Year 2000-2001, submitted to the State Library of California (Receive & File)

Status Report on selection of Library Security System (Receive & File)

Report on Organizational Meeting of the Arroyo Seco Library System (Library of California Region IV) held on December 4, 2000 (Receive & File)

Library of California Board Actions taken November 9-10, 2000 (Receive & File)

Notification from the Orange County Local Area Commission (LAFCO) concerning the timetable for allocation Placentia Library District's share of the LAFCO budgetary costs pursuant to AB 2838 (Hertzberg), known as the *Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000*. (Receive & File)

Annual Return of Employee Benefit Plan, IRS Form 5500, for the year ending June 30, 2000. (Receive & File)

Annual Report on the District's Pension Plan from First American Trust to the Staff and the Staff's authorization to Change the balance of the investment from "Balanced" to "Growth" and to change the stock portion from mutual funds to individual stocks. (Receive & File)

Amendment of Premium Conversion Plan for unpaid leave of Absence under the Family and Medical Leave Act of 1993 ("FMLA Leave") as requested by Woodman Accident & Life Company, the District's 125 plan (employee tax-exempt Benefits) administrator. (Receive & File and Adopt Amendment)

AYES:	Braun, Dinsmore, Shkoler, Wood
NOES:	None
ABSTAIN:	None
ABSENT:	Stark

**INTRODUCTION OF
NEWLY ELECTED
BOARD MEMBERS**

Library Director introduced Trustee Geoff Braun whose Oath of Office was sworn on December 1, 2000; and Trustees Gaeten Wood and Peggy Dinsmore who were re-elected and also sworn on December 1, 2000.

MINUTES

It was moved by Trustee Dinsmore, seconded by Trustee Wood to approve the Minutes of the November 15, 2000 Regular Meeting as printed.

AYES: Dinsmore, Shkoler, Wood
NOES: None
ABSTAIN: Braun
ABSENT: Stark

Trustee Dinsmore left the meeting due to illness at 8:17 P.M.

STAFF REPORTS

It was moved by Secretary Masters, seconded by Trustee Wood to approve Agenda Items 48-53:

Program Committee Report for November, 2000.

Children's Services Report for November, 2000.

Placentia Library Literacy Services Report for November, 2000.

Placentia Library Web Site Report for November, 2000.

Publicity Materials produced for November, 2000.

Safety Committee Minutes for November, 2000.

AYES: Braun, Dinsmore, Shkoler, Wood
NOES: None
ABSTAIN: None
ABSENT: Stark

**CIVIC CENTER
AUTHORITY
RENOVATION
PLANS**

Library Director presented information regarding the exterior renovation plans for the Civic Center and the District's plans for financing its share of the project.

Mayor Chris Lowe was not present to discuss these issues with the Board of Trustees.

The next meeting will be a joint meeting of the Library Board of Trustees and the City Council with the Civic Center Authority on Tuesday, January 16, 2001 at 5:30 P.M. at City Hall.

The January Regular Meeting will be held on January 17, 2001.

**AGENDA
PREPARATION**

Discussion of Children's Department Holiday Exhibits for
ethnic/religious groups (Stark)
Library Director's response to evaluation questions

ADJOURNMENT

The Regular Meeting of the Board of Trustees of the Placentia Library
District for December 20, 2000 adjourned at 8:50 P.M.

Geoff Braun, Secretary

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Cheryl Willauer, ^{CW} Library Assistant
SUBJECT: Friends of Placentia Library Report
DATE: January 17, 2001

The Board of Directors of the Friends of the Library met on Monday January 8, 2001. Library Director Elizabeth Minter, Library Trustee Gaeten Wood, Public Services Manager Jim Roberts and Library Assistant Cheryl Willauer attended the meeting.

Treasurer Camille Himes was absent from the meeting. No treasurer's report was given.

The Board approved paying the \$384.29 bill from JanWay Company to purchase magnets for the circulation staff to give out to patrons reminding them to renew their books.

The Friends Annual meeting, to be held April 2nd was discussed. Committee members Jan Schwartzkopf and Renee Scott will meet with Jim Roberts to finalize the plans for this event.

The Friends Board members will be attending the Library Trustee meetings on a rotating basis: Pat Irot – January; Ted Farkas – February; Jan Schwartzkopf – March; Barbara Hemmerling – April.

The next Friends Board meeting is scheduled for February 7, 2001 at 7:00 P.M. Library Trustee Peggy Dinsmore is scheduled to attend as the Library Board representative.

PLACENTIA LIBRARY DISTRICT
Summary of Nonstandard Claims
January 17, 2001

TYPE	REPORT NUMBER	AMOUNT
	TOTAL	0.00

Prepared by: Wendy Goodson

PLACENTIA LIBRARY DISTRICT
Summary of Claims Forwarded by the Library Director
January 17, 2001

	DATE	REPORT NUMBER	AMOUNT
DIRECTOR	December 21, 2000	4011	11,704.24
	December 21, 2000	4012	1,047.64
	January 4, 2001	4013	1,698.41
	January 4, 2001	4014	1,421.72
	January 11, 2001	4015	2,904.04
		TOTAL	18,776.05

Prepared by : Wendy Goodson

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE
REPORT NO

12/21/00 Page 2 of 6
4011

pd 12-28 00

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

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
			BS Acct				Doc Number	SC
N19932 Ameritas Life Insurance 5900 O Street PO Box 81889 Lincoln NE 68501-1889	12/11/0 010-19000-05435		0300	00		577.20		
N03645A Blue Shield of California File 55331 Los Angeles CA 90074-5331	Jan 00 VH1811		0300	00		3,642.50		
N20042 Fortis Benefits PO Box 27-644-1 Kansas City MO 64180-0644	1/1/00 4027912-1		0300	00		84.70		
Protective Life PO Box 11407 Birmingham AL 35246-0030	12/8/00 PL0684929		0300	00		1,303.90		
N03752 Pacific Bell Payment Center Van Nuys CA 91388-0001	12/7/00 253-2062		0700	01		328.23		
N09163A Manwill Plumbing PO Box 1597 BREA CA 92822-1597	12/14/00 28856		1400	00		95.67		
N22072 Performance Technology Group PO Box 26001 Santa Ana Ca 92799-6001	12/18/00 200012001		4000	00		5,242.04		
N06819 American Library Association Mbshp Chicago IL 60678-6499	Dec 00 Cyrise Smith Julie Shook		1600	00		235.00		
			1600	00		195.00		
	TOTAL					430.00		

The claims listed above (totaling \$11,704.24) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

[Signature]

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 12/21/00
REPORT NO 4012

pd 12-28-00

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

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
N10963 Library Journal PO Box 16388 North Hollywood CA 91615-6388	Dec 00 Publication		1800	00		97.50		
N06896D Aspen Publishers PO Box 64054 Baltimore CA 21264-4054	Dec 00 Publications		1800	00		103.46		
N09284 Jeffco 1671 S Research Loop Tucson AZ 85710-3453	12/8/00 346046		1800	00		28.20		
N14905 City of Santa Fe Springs Attn: Jerry Edwards 11700 Telegraph Rd Santa Fe Springs CA 90670	12/18/00 Publication		1800	08		18.00		
N01084 Southern California Gas PO Box C Monterey Park CA 91756	12/00 053 911 800 9		2800	00		800.48		

The claims listed above (totaling \$1,047.64) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

EDM
PROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 01/04/01
REPORT NO 4013

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

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/	Sub	Rept	AMOUNT	A C's Use Only	
			Rev/ BS Acct	Objt/ Rev			Doc Number	SC
N0556A C N A Group Benefits 75 Remittance Drive Ste 1641 Chicago IL 60675-1641	Jan 01 000005182		0300	00		208.54		
N03646 Vision Service Plan PO Box 45210 San Francisco CA 94145-5210	Jan 01 012 099603 0001		0300	00		230.74		
N05030I AT&T PO Box 78225 Phoenix AZ 85062-8225	12/16/00 528-8236		0700	00		34.99		
N03752 Pacific Bell Payment Center Van Nuys CA 91388-0001	12/17/00 528-1906 12/17/00 528-8236		0700	00		87.95 31.52		
TOTAL						119.47		
N06569 Demco PO Box 8048 Madison WI 53708-8048	12/14/00 124480 12/15/00 125675		1800	00		409.40 439.49		
TOTAL						848.89		
N01879 Photography by John Walcek 119 N. Bradford A Placentia CA 92870	1/2/01 1226		1800	00		183.07		
N06557 Care Resources 9550 Warner Ave Ste 228 Fountain Valley CA 92708	1/1/01 Jan 01		1900	00		35.00		
N03656 Pacific Clippings PO Box 11789 Santa Ana CA 92711	Dec 00 332		1900	00		37.71		

The claims listed above (totaling \$1,698.41) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 01/04/01
REPORT NO 4014

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

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
N06965 Paychex 200 E Sandpointe Suite 100 PO Box 25159 Santa Ana CA 92799-5159	12/28/00 20001228		1900	00		193.00		
N06686D Office Depot Dept 56-6183976509 PO Box 9020 Des Moines CA 50368-9020	12/21/00 Supplies		1800	00		337.17		
	TOTAL		4000	00		430.99		
N03659F Southern California Water 500 Cameron Placentia CA 92870	12/21/00 312083-9		2800	00		460.56		
						786.16		

The claims listed above (totaling \$1,421.72) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

Page Total

1,421.72

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 01/11/01
REPORT NO 4015

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

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
N03752 Pacific Bell Payment Center Van Nuys CA 91388-0001	1/02/01 223-1698		0700	02		215.54		
N050301 AT&T PO Box 78225 Phoenix AZ 85062-8225	1/1/01 524-8408		0700	00		24.22		
N01833 Christensen Lighting Unit 75 PO Box 4800 Portland OH 97208-4800	12/28/00 177738		1400	00		62.29		
N06931 D&S Systems 2342 East Valencia Drive Fullerton CA 98231-4904	12/31/00 14586		1400	00		678.00		
N06785 Hector Vargas Cleaning Service 318 Capistrano St Placentia CA 92870	1/7/01 096849		1400	00		950.00		
N03648A Special "T" Water Systems 11934 Washington Blvd Whittier CA 90606	1/1/01 042212		1800	00		26.00		
N00230B Fry's Electronics Accounts Receivable 600 E. Brokaw Road San Jose CA 95112-1016	12/19/00 5054807		4000	00		947.99		

The claims listed above (totaling \$2,904.04) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY _____

COUNTERSIGNED BY _____

ATTESTED AND/OR COUNTERSIGNED BY _____

Page Total

2,904.04

PLACENTIA LIBRARY DISTRICT
Current Claims and Payroll
January 17, 2001

TYPE	REPORT NUMBER	AMOUNT
Regular	4018	11,070.14
	4019	467.47
Subtotal for Regular		11,537.61
Payroll	4016	24,513.00
	4017	24,513.00
Subtotal for Payroll		49,026.00
TOTAL CURRENT CLAIMS		60,563.61

Prepared by: Wendy Goodson

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 01/17/01
REPORT NO 4016

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

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
BANK OF AMERICA Placentia Branch 760 for the Placentia Library Account # 07605-80156 Route #12100358	January 17, 2001 Pay period #16 January 26, 2001 February 8, 2001		0100	00		22,770.00		
	FICA		0200	00		1,743.00		
PLEASE WIRE ON THURSDAY, FEBRUARY 8, 2001								

The claims listed above (totaling \$24,513) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY _____

COUNTERSIGNED BY _____

ATTESTED AND/OR COUNTERSIGNED BY _____

Page Total --- 24,513.00

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 01/17/01
REPORT NO 4017

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

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
BANK OF AMERICA Placentia Branch 760 for the Placentia Library Account # 07605-80156 Route #12100358	January 17, 2001 Pay period #17 February 9, 2001 February 22, 2001		0100	00		22,770.00		
	FICA		0200	00		1,743.00		
PLEASE WIRE ON THURSDAY, FEBRUARY 22, 2001								

The claims listed above (totaling \$24,513) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY _____

COUNTERSIGNED BY _____

ATTESTED AND/OR COUNTERSIGNED BY _____

Page Total

24,513.00

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 01/17/01
REPORT NO 4018

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

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
			BS Acct				Doc Number	SC
N01035 City of Placentia 401 East Chapman Avenue Placentia CA 92870	1/8/01 54114		2800	00		2,554.36		
			1400	00		648.68		
			TOTAL			3,203.04		
N06820 California Library Association 717 K Street Suite 300 Sacramento CA 95814-3477	Jan 01 Membership Dinsmore		1600	00		35.00		
N19776 Donna Bass 500 Vanderbilt Dr Placentia CA 92870	Dec 00 Storytime Whitten		1900	08		100.00		02
N22558 Nancy Mory 1136 Moro Circle Placentia CA 92870	Dec 00 Storytime		1900	08		135.00		
N22769 ABM AMRO c/o La Salle National Leasing 135 S. LaSalle Ste Dept 3859 Chicago IL 60674-3859	12/19/00 118386		2200	00		7,366.79		
N06579 The Gale Group PO Box 95501 Chicago IL 60694-5501	12/9/00 10436468		2400	01		199.45		
N03842 Ingram PO Box 502779 St Louis MO 63150-2779	10/30/00 71969932		2400	01		23.65		
N03660 Elizabeth Minter c/o Placentia Library 411 E. Chapman Ave Placentia CA 92870	Dec 00 Petty Cash Reimbursement		1803	00		3.38		
			1803	00		3.83		
			TOTAL			7.21		

The claims listed above (totaling \$11,070.14) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

Page Total

11,070.14

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 01/17/01
REPORT NO 4019

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

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
			BS Acct				Doc Number	SC
N03660 Elizabeth Minter c/o Placentia Library 411 East Chapman Ave Placentia CA 92870	Dec 00 Petty Cash Check Reimbursement		1000	00		42.17		
			1600	08		105.00		
			1800	00		43.95		
			2400	01		150.00		
			2700	01		84.00		
	TOTAL					425.12		
N20858 Wendy Goodson c/o Placentia Library 411 East Chapman Ave Placentia CA 92870	Dec - Jan 01 Mileage Reimb		2700	01		9.85		
N09920A James Roberts c/o Placentia Library 411 East Chapman Ave Placentia CA 92870	Dec 00 Mileage Reimb		2700	01		32.50		

The claims listed above (totaling \$467.47) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

PROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

Page Total

467.47

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *EDM*
SUBJECT: Cash Flow Analysis
DATE: January 17, 2001

BACKGROUND:

The Cash Flow Analysis for the General Fund for Fiscal Year 2000-2001 is Attachment A.

The Property Tax Apportionment Schedule for Fiscal Year 2000-2001 is Attachment B. The tax revenues anticipated before the next Library Board Meeting are highlighted in bold type.

I am recommending that no funds be transferred at this time.

RECOMMENDATION:

Receive & File the Cash Flow Analysis for Fiscal Year 2000-2001 through January 17, 2001.

Placentia Library District
FY2000-2001 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
07/01/99		Beginning Balance			258,136.41
06/21/00	3927	Payroll to wire July 13, 2000		23,606.00	234,530.41
06/21/00	3928	Payroll to wire July 27, 2000		23,606.00	210,924.41
06/21/00	3935	General		6,506.57	204,417.84
06/26/00	3936	General by Library Director		4,265.77	200,152.07
07/03/00		Reverse Interest May	(1,674.39)	(33.00)	198,510.68
07/03/00		Reverse Interest Apr	(2,320.49)	(47.05)	196,237.24
07/05/00	3937	General by Library Trustees		1,664.42	194,572.82
07/05/00	3938	General by Library Trustees		5,545.03	189,027.79
07/11/00		Interest Apr	2,320.49	47.05	191,301.23
07/13/00	3939	General by Library Director		2,917.43	188,383.80
07/19/00	3940	Payroll to wire August 10, 2000		37,054.00	151,329.80
07/19/00	3941	Payroll to wire August 24, 2000		23,606.00	127,723.80
07/19/00	3942	General		10,101.35	117,622.45
07/19/00	3943	General		11,394.97	106,227.48
07/19/00	3944	General		3,028.21	103,199.27
07/19/00	3945	General		983.51	102,215.76
07/19/00	3946	General		602.39	101,613.37
07/20/00		Secured Final FY99-00	12,028.08	30.07	113,611.38
07/20/00		Supplemental 1985+ #1	1,591.68		115,203.06
07/20/00	3947	General by Library Director		4,670.05	110,533.01
07/21/00		Reverse Interest Jun	(1,792.31)	(34.02)	108,774.72
07/24/00		Teeter Secured Current Delinquent	12,334.14		121,108.86
07/24/00		Library Passport Revenue, Jul	3,747.45		124,856.31
07/24/00		Library Revenue, Jul	1,633.84		126,490.15
07/24/00		Delinquent Supplemental & Penalties	1,088.54		127,578.69
07/26/00		Supplemental Paid 1984	0.58		127,579.27
08/03/00	3948	General by Library Director		1,350.99	126,228.28
08/03/00	3949	General by Library Director		1,379.73	124,848.55
08/08/00		Library Passport Revenue, Jul	2,318.00		127,166.55
08/08/00		Interest May	1,674.39	33.00	128,807.94
08/08/00		Library Revenue Jul	1,165.85		129,973.79
08/10/00	3950	General by Library Director		6,269.78	123,704.01
08/16/00		Supplemental 1st Actual	1,268.62		124,972.63
08/16/00	3951	General		19,028.23	105,944.40
08/16/00	3952	General		2,412.86	103,531.54
08/16/00	3953	General		1,940.26	101,591.28
08/16/00	3954	General		689.20	100,902.08
08/16/00	3955	General		4,467.99	96,434.09
08/16/00	3956	Payroll to wire September 7, 2000		24,513.00	71,921.09
08/16/00	3957	Payroll to wire September 21, 2000		24,513.00	47,408.09
08/16/00	3958	General by Library Trustees		35,900.00	11,508.09
08/17/00	3959	General by Library Director		4,399.29	7,108.80
08/18/00		Library Passport Revenue, Aug	2,436.25		9,545.05
08/18/00		Library Revenue, Aug	1,227.80		10,772.85
08/28/00	3960	General by Library Director		4,734.53	6,038.32
08/28/00	3961	General by Library Director		1,842.57	4,195.75
09/08/00		Interest Jun	1,792.31	34.02	5,954.04
09/11/00	3962	General by Library Director		2,053.08	3,900.96
09/12/00		State Library Family Literacy Grant	5,000.00		8,900.96

Placentia Library District
 FY2000-2001 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
09/12/00		Library Passport Revenue, Aug	2,592.00		11,492.96
09/12/00		State Library ILL, 4th Qtr	1,960.80		13,453.76
09/12/00		Library Revenue, Aug	1,274.03		14,727.79
09/14/00	3963	General by Library Director		2,533.33	12,194.46
09/20/00		Transfer from Fund 706 (Bond Redemption)	85,000.00		97,194.46
09/20/00		Interest Jul	1,478.33	28.11	98,644.68
09/20/00	3964	Payroll to wire October 5, 2000		24,513.00	74,131.68
09/20/00	3965	Payroll to wire October 19, 2000		24,513.00	49,618.68
09/20/00	3966	General		8,597.93	41,020.75
09/20/00	3967	General		8,461.41	32,559.34
09/20/00	3968	General		1,220.38	31,338.96
09/20/00	3969	General		576.12	30,762.84
09/20/00	3970	General		852.25	29,910.59
09/20/00	3971	General		868.99	29,041.60
09/21/00		Unsecured 1st	48,209.51	133.86	77,117.25
09/21/00		Supplemental #2	5,837.89		82,955.14
09/21/00	3972	General by Library Director		4,270.37	78,684.77
09/22/00		State Library ILL, 5th Qtr	1,983.58		80,668.35
09/22/00		Library Passport Revenue, Aug	1,051.75		81,720.10
09/22/00		Library Revenue, Sep	568.15		82,288.25
09/28/00		Interest Aug	1,111.54	21.05	83,378.74
10/03/00	3973	General by Library Director		1,764.27	81,614.47
10/03/00	3974	General by Library Director		554.84	81,059.63
10/12/00	3975	General by Library Director		2,058.90	79,000.73
10/18/00	3976	Payroll to wire November 2, 2000		24,513.00	54,487.73
10/18/00	3977	Payroll to wire November 16, 2000		24,513.00	29,974.73
10/18/00	3978	General		9,242.83	20,731.90
10/18/00	3979	General		13,428.48	7,303.42
10/18/00	3980	General		792.00	6,511.42
10/18/00	3981	General		130.18	6,381.24
10/19/00		Supplemental #3	299.84		6,681.08
10/20/00		State Library Family Literacy Grant	10,000.00		16,681.08
10/20/00		Library Passport Revenue, Oct	2,669.00		19,350.08
10/20/00		Library Revenue, Oct	2,179.94		21,530.02
10/25/00	3982	General by Library Director		2,967.55	18,562.47
10/25/00	3983	General by Library Director		4,672.42	13,890.05
10/26/00		Interest Sep	536.65	10.08	14,416.62
11/02/00	3984	General by Library Director		941.78	13,474.84
11/02/00	3985	General by Library Director		1,353.28	12,121.56
11/15/00	3986	Payroll to wire November 2, 2000		24,513.00	-12,391.44
11/15/00	3987	Payroll to wire December 14, 2000		24,513.00	-36,904.44
11/15/00	3988	Payroll to wire December 28, 2000		24,513.00	-61,417.44
11/15/00	3989	General (Immediately)		10,886.44	-72,303.88
11/15/00	3990	General (Transmit November 29, 2000)		995.60	-73,299.48
11/15/00	3991	General (Transmit November 29, 2000)		2,629.55	-75,929.03
11/15/00	3992	General (Transmit November 29, 2000)		1,409.69	-77,338.72
11/15/00	3993	General (Transmit November 29, 2000)		603.81	-77,942.53
11/15/00	3994	General (Transmit November 29, 2000)		945.40	-78,887.93
11/15/00	3995	General (Transmit November 29, 2000)		645.64	-79,533.57
1/11/01		Library Passport Revenue, Oct/Nov	2,986.25		-76,547.32

Placentia Library District
 FY2000-2001 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
11/17/00		Library Revenue, Oct/Nov	2,014.61		-74,532.71
11/17/00		State Library OCLC	65.00		-74,467.71
11/21/00		Orange County Treasurer		1,977.96	-76,445.67
11/22/00	3996	General by Library Director		5,756.59	-82,202.26
11/22/00	3997	General by Library Director		2,420.58	-84,622.84
11/22/00	3998	General by Library Director (FUND 702)			-84,622.84
11/29/00		Secured #1	98,335.17	245.84	13,466.49
11/29/00		Supplemental #4	1,481.23		14,947.72
11/30/00		Interest Oct	753.41	14.14	15,686.99
12/01/00		Library Passport Revenue, Nov	1,999.85		17,686.84
12/01/00		Library Revenue, Nov	1,101.88		18,788.72
12/07/00		Homeowners Subvention 1st	2,436.72		21,225.44
12/07/00	3999	General by Library Director		2,047.17	19,178.27
12/07/00	4000	General by Library Director		1,218.50	17,959.77
12/13/00		Secured #2	70,026.81	175.07	87,811.51
12/14/00	4001	General by Library Director		1,659.44	86,152.07
12/14/00	4002	General by Library Director		463.07	85,689.00
12/20/00		Secured #3	192,925.81	482.31	278,132.50
12/20/00		Supplemental #5	3,289.73		281,422.23
12/20/00	4003	Payroll to wire January 11, 2001		24,513.00	256,909.23
12/20/00	4004	Payroll to wire January 25, 2001		24,513.00	232,396.23
12/20/00	4005	General		39,300.94	193,095.29
12/20/00	4006	General		15,219.99	177,875.30
12/20/00	4007	General		3,511.45	174,363.85
12/20/00	4008	General		1,163.02	173,200.83
12/20/00	4009	General		751.52	172,449.31
12/20/00	4010	General		157.68	172,291.63
12/21/00	4011	General by Library Director		11,704.24	160,587.39
12/21/00	4012	General by Library Director		1,047.64	159,539.75
12/22/00		Library Revenue, Dec	1,617.96		161,157.71
12/22/00		Library Passport Revenue, Dec	1,540.50		162,698.21
12/22/00		Interest Nov	482.29	9.01	163,171.49
01/04/01	4013	General by Library Director		1,698.41	161,473.08
01/04/01	4014	General by Library Director		1,421.72	160,051.36
01/11/01	4015	General by Library Director		2,904.04	157,147.32
01/17/01	4016	Payroll to wire February 8, 2001		24,513.00	132,634.32
01/17/01	4017	Payroll to wire February 22, 2001		24,513.00	108,121.32
01/17/01	4018	General		11,070.14	97,051.18
01/17/01	4019	General		467.47	96,583.71

Placentia Library District
Property Tax Apportionments
Fiscal Year 2000-2001

Agenda Item 12
Attachment B

Date	Category	Amount
7/21/00	Current secured final for FY00	1% - 3%
7/21/00	Prior Year Secured Taxes & Penalties, FY00 #12 Jun	
7/21/00	Supplemental1, FY00 #12 Jun	
7/24/00	Secured Teeter Actual Final Delinquencies, FY00	2% - 4%
7/25/00	Delinquent Supplemental, FY00	
8/17/00	Prior Year Secured Taxes & Penalties #1 Jul	
8/17/00	Supplemental #1 Jul	
9/14/00	Prior Year Secured Taxes & Penalties #2 Aug	
9/21/00	Supplemental #2 Aug	
9/22/00	Unsecured collections at 8/31/00, #1	80% - 85%
10/12/00	Prior Year Secured Taxes & Penalties #3 Sep	
10/20/00	Supplemental #3 Sep	
11/16/00	Prior Year Secured Taxes & Penalties #4 Oct	
11/21/00	Supplemental #4 Oct	
11/29/00	Current secured #1	7% - 10%
12/8/00	Homeowners Property Tax Relief	15%
12/13/00	Current secured #2	14% - 18%
12/14/00	Prior Year Secured Taxes & Penalties #5 Nov	
12/21/00	Current secured #3	20% - 24%
12/21/00	Supplemental #5 Nov	
1/11/01	Homeowners Property Tax Relief	35%
1/11/01	Prior Year Secured Taxes & Penalties #6 Dec	
1/19/01	Supplemental #6 Dec	
1/19/01	Unsecured collections at 12/31/00, #2	5% - 10%
1/26/01	Current secured #4	3% - 6%
2/9/01	State-Assessed Public Utility, #1	49% - 50%
2/15/01	Prior Year Secured Taxes & Penalties #7 Jan	
2/21/01	Supplemental #7 Jan	
3/15/01	Prior Year Secured Taxes & Penalties #8 Feb	
3/23/01	Current secured #5	5% - 7%
3/23/01	Supplemental #8 Feb	
4/12/01	Prior Year Secured Taxes & Penalties #9 Mar	
4/20/01	Current secured #6	25% - 30%
4/20/01	Supplemental #9 Mar	
5/10/01	Homeowners Property Tax Relief	35%
5/17/01	Prior Year Secured Taxes & Penalties #10 Apr	
5/18/01	Current secured #7	3% - 5%
5/18/01	Supplemental #10 Apr	
5/25/01	State-Assessed Public Utility, #2	49% - 50%
6/8/01	Homeowners Property Tax Relief	15%
6/14/01	Prior Year Secured Taxes & Penalties #11 May	
6/22/01	Prior Year Unsecured	
6/22/01	Supplemental #11 May	
6/22/01	Unsecured collections at 5/31/01, Final	3% - 6%
7/19/01	Current secured final for FY00	1% - 3%
7/20/01	Prior Year Secured Taxes & Penalties, FY00 #12 Jun	
7/20/01	Supplemental, FY00 #12 Jun	
7/23/01	Secured Teeter Actual Final Delinquencies, FY00	2% - 4%
7/24/01	Delinquent Supplemental, FY01	

Fund Balance Report
Post-Petition Balances (B/S Account 8010 - Cash)

January 17, 2001

	Fiscal Year 2000-2001					TOTAL	TOTAL
	Fund 702 Maj Equip/Struc	Fund 703 Auto Replac	Fund 706 Bond Redempt	Fund 707 General Fund	Fund 708 Sick Lv Payoff	ALL FUNDS	EXCL GEN FUND
30-Jun-00	96,051.74	8,934.70	147,599.35	258,136.41	8,700.20	519,422.40	261,285.99
31-Jul-00	96,171.58	8,957.55	147,823.78	231,138.46	8,740.35	492,831.72	261,693.26
31-Aug-00	96,677.61	9,004.54	148,600.96	92,114.90	8,785.99	355,184.00	263,069.10
30-Sep-00	97,165.52	9,049.92	149,350.71	78,481.43	8,830.18	342,877.76	264,396.33
31-Oct-00	97,697.97	9,099.51	55,169.11	113,941.72	8,878.56	284,786.87	170,845.15
30-Nov-00	87,890.22	9,149.56	56,003.03	110,828.97	8,878.56	272,750.34	161,921.37
31-Dec-00	88,417.19	9,198.67	56,823.25	259,208.69	8,975.31	422,623.11	163,414.42
31-Jan-01						0.00	0.00
28-Feb-01						0.00	0.00
31-Mar-01						0.00	0.00
30-Apr-01						0.00	0.00
31-May-01						0.00	0.00
30-Jun-01						0.00	0.00
Petty Cash	0.00	0.00	0.00	10,000.00	0.00	10,000.00	0.00
General Reserves	0.00	0.00	0.00	0.00	0.00	0.00	0.00

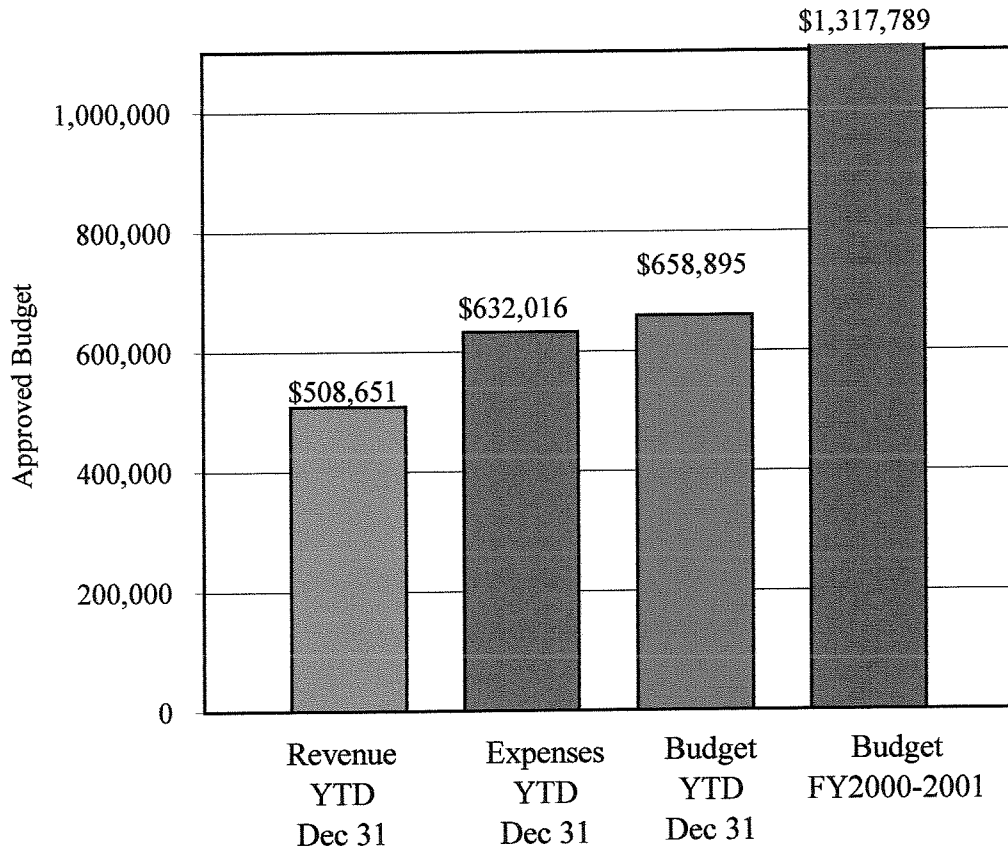
	Fiscal Year 1999-2000					TOTAL	TOTAL
	Fund 702 Maj Equip/Struc	Fund 703 Auto Replac	Fund 706 Bond Redempt	Fund 707 General Fund	Fund 708 Sick Lv Payoff	ALL FUNDS	EXCL GEN FUND
30-Jun-99	84,141.81	3,163.80	116,479.67	164,804.90	7,601.61	376,191.79	211,386.89
31-Jul-99	84,141.81	3,163.80	116,479.67	83,601.60	7,601.61	294,988.49	211,386.89
31-Aug-99	84,377.12	3,177.11	26,647.68	58,725.33	7,633.59	180,560.83	121,835.50
30-Sep-99	4,714.39	3,189.79	17,114.57	127,531.60	7,664.06	160,214.41	32,682.81
31-Oct-99	5,076.22	3,203.40	17,615.46	84,484.27	7,696.75	118,076.10	33,591.83
30-Nov-99	5,446.35	3,217.33	18,050.74	107,852.20	7,730.23	142,296.85	34,444.65
31-Dec-99	5,446.35	3,217.33	18,050.74	280,800.57	7,730.23	315,245.22	34,444.65
31-Jan-00	5,706.41	3,245.65	18,231.72	360,942.41	7,798.27	395,924.46	34,982.05
29-Feb-00	5,731.04	3,260.20	18,313.36	373,843.21	7,833.23	408,981.04	35,137.83
31-Mar-00	5,757.53	3,275.85	18,401.17	425,760.92	7,870.83	461,066.30	35,305.38
30-Apr-00	96,078.90	8,920.49	147,561.69	281,086.00	8,666.12	542,313.20	261,227.20
31-May-00	96,078.90	8,920.49	147,561.69	370,505.93	8,666.12	631,733.13	261,227.20
30-Jun-00	96,051.74	8,934.70	147,599.35	283,136.41	8,700.20	544,422.40	261,285.99
Petty Cash	0.00	0.00	0.00	10,000.00	0.00	10,000.00	0.00
General Reserves	0.00	0.00	0.00	0.00	0.00	0.00	0.00



PLACENTIA LIBRARY DISTRICT

Fiscal Year 2000 - 2001

General Fund Cash Flow



PLACENTIA LIBRARY DISTRICT
REVENUE REPORT FOR FUND 707

(Prepared from the Orange County Auditor's Report)
January 17, 2001

OBJECT CODE	DESCRIPTION	FY2000-2001 BUDGETED	FY2000-2001 YTD	FY1999-2000 YTD	FY2000-2001 DEC 2000	FY1999-2000 DEC 1999	FY2000-2001 % REV BUD
6210-00	Prop. Taxes - current secured	908,989	361,287.79	385,408.70	262,952.62	385,408.70	39.75%
6210-01	Public Utility	25,000	0.00	0.00	0.00	0.00	0.00%
6210-04	Teeter Plan - current delinquent	0	12,331.12	0.00	0.00	0.00	
	TOTAL PROP. TAXES - CURRENT SECURED	933,989	373,618.91	385,408.70	262,952.62	385,408.70	40.00%
6220	PROP. TAXES - CURRENT UNSECURED	53,800	48,209.51	40,853.61	0.00	40,853.61	89.61%
6230-00	Prop. Taxes - Prior Secured	20,000	12,028.08	11,120.83	0.00	0.00	
6230-01	Prior year's secured final apportionment	0	0.00	8,812.21	0.00	(97,819.34)	
6230-02	Secured prior years	0	0.00	0.00	0.00	0.00	
6230-03	Tax deed land sales	0	0.00	0.00	0.00	0.00	
6230-04	Teeter Plan buyout - FY1993-1994 only	0	0.00	0.00	0.00	0.00	
6230-10	Release of impounds	0	0.00	0.00	0.00	0.00	
6230-11	(1994 ERAF Refund)	0	0.00	0.00	0.00	0.00	
	TOTAL PROP. TAXES - PRIOR SECURED	20,000	12,028.08	19,933.04	0.00	(97,819.34)	60.14%
6240	TOTAL PROP. TAXES PRIOR UNSECURED	1,000	0.00	0.00	0.00	(40,853.61)	0.00%
6250	TAXES - SPECIAL DISTRICT AUGMENTATION	9,750	0.00	0.00	0.00	0.00	
6260	PENALTIES & COSTS ON DELINQUENT TAXES	0	0.00	0.00	0.00	0.00	
6280-00	Property taxes current supplemental	25,000	12,177.31	1,144.03	3,289.73	0.00	48.71%
6280-01	Final supplemental for prior years	0	1,592.26	11,331.60	0.00	5,781.19	
	TOTAL PROP. TAXES SUPPLEMENTAL - CURREN	25,000	13,769.57	12,475.63	3,289.73	5,781.19	55.08%
6300	PROP. TAXES SUPPLEMENTAL - PRIOR	800	820.72	719.86	0.00	0.00	102.59%
6540	PENALTIES & COSTS ON DELINQUENT TAXES	0	267.82	249.47	0.00	0.00	
	TOTAL TAXES	1,044,339	448,714.61	459,640.31	266,242.35	293,370.55	42.97%

REVENUE REPORT FOR FUND 707
(Prepared from the Orange County Auditor's Report)
January 17, 2001

OBJECT CODE	DESCRIPTION	FY2000-2001 BUDGETED	FY2000-2001 YTD	FY1999-2000 YTD	FY2000-2001 DEC 2000	FY1999-2000 DEC 1999	FY2000-2001 % REV BUD
6610-00	Interest	17,500	4,362.22	3,863.71	482.29	2,842.27	24.93%
6610-01	Interest - old bond fund	0	0.00	0.00	0.00	0.00	
6610-23	Interest on impounded taxes released	0	0.00	0.00	0.00	0.00	
	TOTAL INTEREST	17,500	4,362.22	3,863.71	482.29	2,842.27	24.93%
6690	STATE - HOMEOWNER PROP TAX RELIEF	16,500	2,436.72	2,433.53	2,436.72	2,433.53	14.77%
6970-00	State - ILL & Direct Loan Reimbursement	10,000	4,009.38	3,783.14	0.00	0.00	40.09%
6970-01	State - CA Foundation Funds	88,450	0.00	8.77	0.00	0.00	0.00%
6970-02	State - CA Literacy Campaign	20,000	0.00	0.00	0.00	0.00	0.00%
6970-03	State - Family Literacy	10,000	0.00	0.00	0.00	0.00	
6970-04	State - Prop 10 Families for Literacy Grant	10,000	15,000.00	1,988.16	0.00	0.00	
6970-05	State - Project Grants	5,000	0.00	16,669.35	0.00	6,669.35	
6970-07 & 66	State - Timber Yield Apport & ERAF Bailout	20,000	0.00	0.00	0.00	0.00	
	TOTAL STATE - OTHER GOVERNMENTAL	163,450	19,009.38	22,449.42	0.00	6,669.35	11.63%
7130-00	BANKRUPTCY RECOVERY DISTRIBUTIONS	0	0.00	0.00	0.00	0.00	
7670-00	Local Revenue	28,500	12,784.06	12,480.12	2,719.84	1,982.55	44.86%
7670-01	Local Revenue -- Passport	47,500	21,341.05	17,536.40	3,540.35	2,132.00	44.93%
7670-02 & 56	Local Revenue -- Non-Gov't. Grants & Gifts	0	0.00	15,763.00	0.00	0.00	
	TOTAL LOCAL REVENUE	76,000	34,125.11	45,779.52	6,260.19	4,114.55	44.90%
7680	6-MONTH EXPIRED (OUTLAWED) CHECKS	0	0.00	79.68	0.00	0.00	
7810	TRANSFER FROM/TO OTHER LIBRARY FUNDS	0	0.00	0.00	0.00	0.00	
	FUND 707 TOTAL	1,317,789	508,648.04	534,246.17	275,421.55	309,430.25	38.60%

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
January 17, 2001

OBJECT CODE	DESCRIPTION	FY2000-2001 BUDGETED	FY2000-2001 YTD	FY1999-2000 YTD	FY2000-2001 DEC 2000	FY1999-2000 DEC 1999	FY2000-2001 % EXP BUD
0100	Salaries & Wages	592,047	305,056.00	278,811.00	45,540.00	60,042.00	51.53%
0200	Retirement (Social Security & Pension Contribution)	82,885	23,433.00	21,234.00	3,486.00	4,518.00	28.27%
	Health & Life Insurance/Blue Shield CA	36,837	19,859.05	15,620.28	2,801.74	4,987.12	53.91%
	Long Term Disability/CNA	2,960	1,226.45	928.83	208.54	184.26	41.43%
	Life Insurance/Fortis & Protective Life	1,950		0.00	1,473.30	0.00	0.00%
	Vision Service Plan/VSP	2,465	1,367.69	1,176.78	230.74	196.13	55.48%
	Dental/Ameritas	5,474	3,987.30	2,775.00	577.20	462.50	72.84%
0300	Total Employee Insurance	49,686	26,440.49	20,500.89	5,291.52	5,830.01	53.21%
0310	Unemployment Insurance	0	0.00	0.00	0.00	0.00	
0350	Workers Compensation - General	5,400	3,496.00	1,836.00	1,289.00	918.00	64.74%
	TOTAL SALARIES & EMPLOYEE BENEFITS	730,018	358,425.49	322,381.89	55,606.52	71,308.01	49.10%
0700-00	Communications - Telephone	2,300	959.85	1,087.57	181.42	160.04	41.73%
0700-01	Communications - Modem/Fax	4,400	2,965.27	2,256.22	360.01	828.09	67.39%
0700-02	Communications - Internet/Database	5,000	1,481.38	5,055.92	289.35	843.01	29.63%
0700-05	Communications - Cataloging & Acquisitions Vendor	2,800	1,293.00	1,140.46	215.50	278.46	46.18%
0700-07	Communications - Prop 10 Families for Literacy Grant	0	0.00	0.00	0.00	0.00	
0700-08	Communications - Adult Literacy	800	166.11	203.17	24.45	0.00	20.76%
	Total Communications	15,300	6,865.61	9,743.34	1,070.73	2,109.60	44.87%
0900-00	Food - General Fund	50	54.55	0.00	0.00	0.00	
0900-07	Food - Prop 10 Families for Literacy Grant	0	0.00	0.00	0.00	0.00	
0900-08	Food - Adult Literacy	200	66.10	0.00	0.00	0.00	
0090-09	Food - Families for Literacy	0	0.00	0.00	0.00	0.00	
	Total Food	250	120.65	0.00	0.00	0.00	48.26%
1000-00	Household Expense	4,500	951.32	2,984.39	0.00	1,118.65	21.14%
1100-00	Insurance - Liability	5,070	5,068.57	6,820.51	0.00	0.00	99.97%

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
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January 17, 2001

OBJECT CODE	DESCRIPTION	FY2000-2001 BUDGETED	FY2000-2001 YTD	FY1999-2000 YTD	FY2000-2001 DEC 2000	FY1999-2000 DEC 1999	FY2000-2001 % EXP BUD
1300-00	Maintenance of Equipment - General Fund (Other than Computer)	3,000	4,057.02	1,538.27	0.00	694.54	135.23%
1300-01	Maintenance of Equipment - General Fund (Computer)	12,000	6,263.16	8,591.63	0.00	0.00	52.19%
1300-07	Maintenance of Equipment - Prop 10 Families for Literacy Grant	0	0.00	0.00	0.00	0.00	
1300-08	Maintenance of Equipment - Adult Literacy	0	0.00	0.00	0.00	0.00	
1300-09	Maintenance of Equipment - Families for Literacy	0	0.00	0.00	0.00	0.00	
	Total Maintenance of Equipment	15,000	10,320.18	10,129.90	0.00	694.54	68.80%
	HVAC						
	Carpet Cleaning	2,500	501.26	1,752.39	273.26	117.42	20.05%
	Groundskeeping, City of Placentia	3,500	0.00	1,741.00	0.00	0.00	0.00%
	Plumbing	30,000	10,266.30	21,461.07	2,791.00	4,178.98	34.22%
	Electrical	1,200	429.27	807.01	191.34	0.00	35.77%
	Cleaning Service	1,500	0.00	6,885.11	0.00	5,662.82	0.00%
	Locksmith	11,700	5,850.00	5,700.00	950.00	950.00	50.00%
	Other (Includes Fire Alarm & Seismic Retrofit Project)	200	160.29	204.14	13.47	145.48	80.15%
1400-00	Total Maintenance of Building & Grounds	14,800	3,554.21	462.50	0.00	243.00	24.01%
		65,400	20,761.33	39,013.22	4,219.07	11,297.70	31.75%
	Memberships - General Fund	3,400	2,268.00	2,507.00	1,675.00	1,730.00	66.71%
1600-07	Memberships - Prop 10 Families for Literacy Grant	0	0.00	0.00	0.00	0.00	
1600-08	Memberships - Adult Literacy	400	75.00	0.00	75.00	0.00	
1600-09	Memberships - Families for Literacy	0	0.00	0.00	0.00	0.00	
	Total Memberships	3,800	2,343.00	2,507.00	1,750.00	1,730.00	61.66%
	Miscellaneous Expense - General Fund						
1700-00	Miscellaneous Expense - Prop 10 Families for Literacy Grant	0	0.00	0.00	0.00	0.00	
1700-07	Miscellaneous Expense - Adult Literacy	0	0.00	0.00	0.00	0.00	
1700-08	Miscellaneous Expense - Families for Literacy	0	0.00	0.00	0.00	0.00	
1700-09	Miscellaneous Expense	0	0.00	0.00	0.00	0.00	
	Total Miscellaneous Expense	0	0.00	0.00	0.00	0.00	

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
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January 17, 2001

OBJECT CODE	DESCRIPTION	FY2000-2001 BUDGETED	FY2000-2001 YTD	FY1999-2000 YTD	FY2000-2001 DEC 2000	FY1999-2000 DEC 1999	FY2000-2001 % EXP BUD
	Library Supplies	10,000	3,652.89	3,507.39	496.86	315.78	36.53%
	Printing	9,500	5,284.44	3,405.74	2,283.00	394.36	55.63%
	EZ Copy - copy cards for sale to patrons	0	0.00	0.00	0.00	0.00	
	Publications	750	623.95	188.46	200.96	85.00	83.19%
	Paper	1,700	671.35	593.28	31.36	57.54	39.49%
	Drinking Water Service	300	155.00	100.00	26.00	25.00	51.67%
	Other Office Supplies	6,000	5,143.43	4,858.77	808.61	589.07	85.72%
1800-00	Total Office Supply Expense - General Fund	28,250	15,531.06	12,653.64	3,846.79	1,466.75	54.98%
1800-07	Prop 10 Families for Literacy Grant Supply Expense	0	0.00	0.00	0.00	0.00	
	Printing	2,625	0.00	703.23	0.00	0.00	
	Publications	0	0.00	475.00	0.00	0.00	
	Paper	50	0.00	50.74	0.00	0.00	
	Other Office Supplies	425	1,703.49	0.00	18.00	0.00	
1800-08	Total Adult Literacy Office Supply Expense	3,100	1,703.49	1,228.97	18.00	0.00	54.95%
1800-09	Supply Expense Families for Literacy	700	0.00	0.00	0.00	0.00	
	Total Office Expense	32,050	17,234.55	13,882.61	3,864.79	1,466.75	53.77%
1803-00	Postage Expense - General Fund	4,800	1,137.72	2,103.87	250.00	343.27	23.70%
1803-01	Postage Expense - LSCA II Grant	0	250.00	0.00	0.00	0.00	
1803-08	Postage Expense - Adult Literacy	100	0.00	0.00	0.00	0.00	0.00%
1803-09	Postage Expense - Families for Literacy	0	0.00	0.00	0.00	0.00	
	Total Postage Expense	4,900	1,387.72	2,103.87	250.00	343.27	28.32%

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	Care Resources (Employee Assistance)	420	210.00	175.00	35.00	70.00	50.00%
	Pension Contribution & Operating Expenses	7,500	4,127.32	33,486.02	0.00	29,280.45	55.03%
	Anaheim Consortium Automated Library System	45,000	0.00	0.00	0.00	0.00	0.00%
	Anaheim Consortium Computer Technical & Consulting Services	0	0.00	0.00	0.00	0.00	
	Clipping Service	420	226.26	173.55	37.71	34.71	53.87%
	Interest Allocation & Tax Collection Charges by Orange County	1,500	112.46	1,140.59	9.01	718.97	7.50%
	Advertising (Including WEB Site)	2,500	345.80	1,200.00	0.00	1,200.00	13.83%
	Medical Exams	500	210.00	52.50	0.00	0.00	42.00%
	Collection Services - Accounts Receivable	2,200	1,206.72	855.17	90.26	0.00	54.85%
	Audit & Accounting Services	4,000	4,425.00	3,775.00	0.00	0.00	110.63%
	Payroll Preparation	2,750	1,434.70	1,210.22	291.45	174.35	52.17%
	Election Expenses	3,000	0.00	0.00	0.00	0.00	
	Staff Training in Library	0	0.00	0.00	0.00	0.00	
	Other (Includes Contract Storyteller)	7,500	42,322.78	9,216.09	37,124.18	4,717.50	564.30%
1900-00	Total Specialized Services - General Fund	77,290	54,621.04	51,284.14	37,587.61	36,195.98	70.67%
1900-01	Specialized Services - Partnerships for Change Grant	5,000	0.00	0.00	0.00	0.00	
1900-07	Specialized Services - Prop 10 Families for Literacy Grant	0	0.00	0.00	0.00	0.00	
1900-08	Specialized Services - Adult Literacy	200	1,510.00	80.00	500.00	80.00	755.00%
1900-09	Specialized Services - Families for Literacy	0	0.00	0.00	0.00	0.00	
1900-18	Tax Collection Services & Fees by Orange County	9,000	3,015.04	0.00	657.38	0.00	33.50%
	Total Specialized Services	91,490	59,146.08	51,364.14	38,744.99	36,275.98	64.65%
2000-00	Legal Notices - General Fund	500	457.92	0.00	0.00	0.00	91.58%
2000-01	Legal Notices - LSCA II Grant	0	0.00	0.00	0.00	0.00	
	Total Legal Notices	500	457.92	0.00	0.00	0.00	91.58%
2100-00	Rents/Leases-Equipment	0	0.00	0.00	0.00	0.00	

PLACENTIA LIBRARY DISTRICT
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2200-00	Semi-Annual Bond Payment & Quarterly Energy Loan Payment	108,800	52,875.50	35,900.00	0.00	0.00	48.60%
2300-00	Small Tools/Instruments	0	0.00	0.00	0.00	0.00	
2400-00	Special Department Expense - Miscellaneous	0	0.00	0.00	0.00	0.00	
2400-01	Special Department Expense- Books	150,000	18,005.00	28,160.82	5,118.93	6,096.54	12.00%
2400-02	Special Department Expense - Video	0	1,193.41	1,006.05	63.96	0.00	
2400-03	Special Department Expense - Electronic	0	23,500.88	14,109.49	0.00	0.00	
2400-04	Special Department Expense - Periodicals	0	6,270.79	19,781.31	6,202.75	0.00	
2400-05	Special Department Expense - Audio	0	1,792.01	2,132.25	1,228.58	0.00	
2400-07	Special Department Expense - Prop 10 Families for Literacy Grant	2,000	0.00	0.00	0.00	0.00	
2400-08	Special Department Expense - Adult Literacy	3,300	3,779.96	1,800.76	0.00	0.00	114.54%
2400-09	Special Department Expense - Families for Literacy	0	0.00	0.00	0.00	0.00	
	Total Special Department Expense	155,300	54,542.05	66,990.68	12,614.22	6,096.54	35.12%
2600-00	Transportation/Travel - General	0	0.00	0.00	0.00	0.00	
2700-00	Transportation/Travel - Meetings, Staff Out of Town	1,500	164.00	1,033.99	0.00	438.99	10.93%
2700-01	Transportation/Travel - Meetings, Staff Local	3,000	1,883.93	1,063.32	87.43	14.57	62.80%
2700-02	Transportation/Travel - Meetings, Board Out of Town	500	0.00	347.76	0.00	223.76	0.00%
2700-03	Transportation/Travel - Meetings, Board Local	500	58.25	202.33	16.25	146.33	11.65%
2700-04	Transportation/Travel - Meetings, LSCA II Grant	0	0.00	0.00	0.00	0.00	
2700-07	Transportation/Travel - Meetings, Prop 10 Families for Literacy Grant	0	0.00	0.00	0.00	0.00	
2700-08	Transportation/Travel - Meetings - Adult Literacy	1,000	375.93	100.39	0.00	7.75	37.59%
2700-09	Transportation/Travel - Meetings - Families for Literacy	300	0.00	0.00	0.00	0.00	
	Total Transportation/Travel - Meetings	6,800	2,482.11	2,747.79	103.68	831.40	36.50%

PLACENTIA LIBRARY DISTRICT
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OBJECT CODE	DESCRIPTION	FY2000-2001 BUDGETED	FY2000-2001 YTD	FY1999-2000 YTD	FY2000-2001 DEC 2000	FY1999-2000 DEC 1999	FY2000-2001 % EXP BUD
2800-00	Electricity	30,000	22,178.98	22,190.46	2,608.81	0.00	73.93%
	Gas	3,500	1,824.82	650.85	800.48	212.37	52.14%
	Water	3,750	1,800.96	2,111.08	220.86	202.03	48.03%
	Total Utilities	37,250	25,804.76	24,952.39	3,630.15	414.40	69.27%
	TOTAL SUPPLIES & SERVICES	546,410	260,361.35	269,139.84	66,247.63	62,378.83	47.65%
3700-00	Taxes, Assessments (Sales Tax)	3,750	0.00	1,927.24	0.00	0.00	0.00%
4000-00	Equipment - General Fund	30,000	10,774.97	7,348.05	5,242.04	2,795.04	35.92%
4000-07	Equipment - Prop 10 Families for Literacy Grant	0	0.00	0.00	0.00	0.00	
4000-08	Equipment - Adult Literacy	1,000	557.59	0.00	0.00	0.00	55.76%
4000-09	Equipment - Families for Literacy	0	0.00	0.00	0.00	0.00	
4000-11	Equipment - County Assigned Fund	0	0.00	0.00	0.00	0.00	
	Total Equipment	31,000	11,332.56	7,348.05	5,242.04	2,795.04	36.56%
4200-00	Structures/Improvements	0	0.00	0.00	0.00	0.00	
	TOTAL EQUIPMENT EXPENSE	31,000	11,332.56	7,348.05	5,242.04	2,795.04	36.56%
4807	OPERATING TRANSFER TO ANOTHER DISTRICT FUND	6,611	0.00	0.00	0.00	0.00	
5600	INVESTMENT POOL LOSS	0	0.00	0.00	0.00	0.00	
	TOTAL EXPENSES	1,317,789	630,119.40	600,797.02	127,096.19	136,481.88	47.82%

01/10/01

Placentia Library District
Balance Sheet
As of December 31, 2000

	<u>Dec 31, '00</u>
ASSETS	
Current Assets	
Checking/Savings	
County Exempt - Checking	1,872.94
County Exempt - Savings	3,319.09
General Fund - Checking	7,187.19
General Fund - Savings	4,298.69
Literacy Fund - Savings	4,883.62
Payroll Checking	27,937.71
Payroll Checking (CDs)	
174445017	5,000.00
174445018	5,000.00
174445019	5,000.00
174445020	5,000.00
174445021	2,500.00
174445022	2,500.00
174445055	2,500.00
174448482	2,500.00
174448483	2,500.00
Total Payroll Checking (CDs)	<u>32,500.00</u>
Payroll Savings (Fees)	2,364.78
Payroll Savings (Int CDs)	4,887.05
Total Checking/Savings	<u>89,251.07</u>
Total Current Assets	<u>89,251.07</u>
TOTAL ASSETS	<u>89,251.07</u>
LIABILITIES & EQUITY	
Equity	
Retained Earnings	15,848.57
Total Capital	67,222.37
Net Income	6,180.13
Total Equity	<u>89,251.07</u>
TOTAL LIABILITIES & EQUITY	<u>89,251.07</u>

01/10/01

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

December 2000

	County Exempt Fund	General Fund	Literacy Fund	Payroll Fund	TOTAL
Income					
Bankcard Deposit	0.00	668.15	0.00	0.00	668.15
Cash Register - Copy Cards	321.70	0.00	0.00	0.00	321.70
Cash Register - Fines	0.00	1,792.95	0.00	0.00	1,792.95
Cash Register - Lost Items	0.00	95.54	0.00	0.00	95.54
Cash Register - Reserves	0.00	84.50	0.00	0.00	84.50
County Reimbursements	0.00	357.06	0.00	0.00	357.06
Directors Fund (Friends)	-85.00	0.00	0.00	0.00	-85.00
Interest Inc - CD's	0.00	0.00	0.00	11.15	11.15
Interest Inc - Savings	6.33	10.29	8.20	0.00	24.82
Life Insurance Supplement(EDM)	39.88	0.00	0.00	0.00	39.88
Meeting Room Income	540.00	30.00	0.00	0.00	570.00
Passport Check Reimbursement	1,413.50	0.00	0.00	0.00	1,413.50
Passport Revenue	0.00	1,651.00	0.00	0.00	1,651.00
Transfers from County	0.00	0.00	0.00	49,026.00	49,026.00
Total Income	2,236.41	4,669.49	8.20	49,037.15	55,951.25
Expense					
Bank Fees	11.00	0.00	0.00	0.00	11.00
Copier Lease Payments	446.34	0.00	0.00	0.00	446.34
Copier Maintenance Contract	229.65	0.00	0.00	0.00	229.65
Debit Card Transfers for Passpo	820.00	540.34	0.00	0.00	1,360.34
Debit Card Usage Bank Expense	0.00	46.53	0.00	0.00	46.53
Employee Benefits	0.00	0.00	0.00	2,131.28	2,131.28
Employee Insurance	0.00	0.00	0.00	840.76	840.76
Employer Payroll Taxes	0.00	0.00	0.00	13,212.72	13,212.72
Equipment (400)	0.00	0.00	0.00	0.00	0.00
Friend's Director's Fund	50.00	0.00	0.00	0.00	50.00
Household Expenses	95.89	42.17	0.00	0.00	138.06
Library Materials (books)	0.00	150.00	0.00	0.00	150.00
Memberships	0.00	105.00	0.00	0.00	105.00
Office Expense	0.00	43.95	0.00	0.00	43.95
Passport Expenses	942.00	0.00	0.00	0.00	942.00
Return Check Item & Fees	0.00	11.90	0.00	0.00	11.90
Salaries	0.00	0.00	0.00	32,838.33	32,838.33
Transfers to County	0.00	3,158.46	0.00	0.00	3,158.46
Transportation & Travel	0.00	56.00	0.00	0.00	56.00
Total Expense	2,594.88	4,154.35	0.00	49,023.09	55,772.32
Net Income	-358.47	515.14	8.20	14.06	178.93

**Placentia Library District
Profit & Loss by Class
July through December 2000**

01/10/01

	County Exempt Fund	General Fund	Literacy Fund	Payroll Fund	TOTAL
Income					
Bankcard Deposit	0.00	1,848.49	0.00	0.00	1,848.49
Cash Register - Audio Visual	0.00	69.00	0.00	0.00	69.00
Cash Register - Copy Cards	1,896.70	4.85	0.00	0.00	1,901.55
Cash Register - Fines	0.00	10,821.95	0.00	0.00	10,821.95
Cash Register - Lost Items	0.00	938.84	0.00	0.00	938.84
Cash Register - Misc.	0.00	241.60	0.00	0.00	241.60
Cash Register - Reserves	0.00	503.25	0.00	0.00	503.25
Chair Reupholstery Project	5,500.00	0.00	0.00	0.00	5,500.00
Children's Dept Income	35.00	0.00	0.00	0.00	35.00
County Reimbursements	0.00	3,841.17	0.00	0.00	3,841.17
Debit Card Income	618.20	3,446.45	0.00	0.00	4,064.65
Directors Fund (Friends)	915.00	0.00	0.00	0.00	915.00
Donations to Literacy	0.00	0.00	1,000.00	0.00	1,000.00
Interest Inc - CD's	0.00	0.00	0.00	890.39	890.39
Interest Inc - Savings	29.59	80.79	48.92	0.00	159.30
Life Insurance Supplement(EDM)	239.28	0.00	0.00	0.00	239.28
Meeting Room Income	1,550.00	30.00	0.00	0.00	1,580.00
Miscellaneous Income	125.27	395.49	0.00	0.00	520.76
Passport Check Reimbursement	14,553.55	110.00	0.00	0.00	14,663.55
Passport Revenue	-30.00	20,286.20	0.00	0.00	20,256.20
Staff Appreciation Reimbursement	120.00	0.00	0.00	0.00	120.00
State Library Grants	0.00	5,000.00	0.00	0.00	5,000.00
State Library Reimbursements	0.00	14,009.38	0.00	0.00	14,009.38
Test Proctoring Income	40.00	0.00	0.00	0.00	40.00
Transfer to raise minimum balan	700.00	0.00	0.00	0.00	700.00
Transfers from County	0.00	0.00	0.00	328,489.00	328,489.00
Typewriter Income	0.00	4.00	0.00	0.00	4.00
Total Income	26,292.59	61,631.46	1,048.92	329,379.39	418,352.36
Expense					
Bank Fees	53.50	0.00	0.00	15.15	68.65
Chair Reupholstery Project Exp	5,500.00	0.00	0.00	0.00	5,500.00
Children's Camp Library	485.04	0.00	0.00	0.00	485.04
Children's Summer Reading Prgm	892.36	0.00	0.00	0.00	892.36
Copier Lease Payments	2,461.35	0.00	0.00	0.00	2,461.35
Copier Maintenance Contract	1,594.59	0.00	0.00	0.00	1,594.59
credit card transactions	1,820.50	4,446.94	0.00	0.00	6,267.44
Debit Card Transfers for Passpo	2,121.25	1,187.34	0.00	0.00	3,308.59
Debit Card Usage Bank Expense	37.93	225.09	0.00	0.00	263.02
Employee Benefits	0.00	0.00	0.00	13,401.86	13,401.86
Employee Insurance	0.00	84.70	0.00	5,474.33	5,559.03
Employer Payroll Taxes	0.00	0.00	0.00	90,761.64	90,761.64
Equipment (400)	0.00	7.50	0.00	0.00	7.50
Friend's Director's Fund	408.48	0.00	0.00	0.00	408.48
Household Expenses	201.38	129.95	0.00	0.00	331.33
Library Board Expenses	70.49	0.00	0.00	0.00	70.49
Library Materials (books)	0.00	150.00	0.00	0.00	150.00
Life Insurance payment	0.00	0.00	0.00	159.52	159.52
LVA Expenses	80.00	0.00	0.00	0.00	80.00
Meeting Room Upkeep Expense	70.00	0.00	0.00	0.00	70.00
Memberships	0.00	105.00	0.00	0.00	105.00
Miscellaneous	112.93	0.00	0.00	0.00	112.93
Office Expense	13.00	321.51	0.00	0.00	334.51
Passport Expenses	10,666.50	0.00	0.00	0.00	10,666.50
Petty Cash Reimbursement	-125.00	0.00	0.00	0.00	-125.00
Postage	1.97	62.47	0.00	0.00	64.44
Printing	0.00	254.29	0.00	0.00	254.29
Return Check Item & Fees	0.00	50.90	0.00	0.00	50.90
Salaries	0.00	0.00	0.00	212,717.45	212,717.45
Special Dept Expense	0.00	79.93	0.00	0.00	79.93
Staff Appreciation	820.00	0.00	0.00	0.00	820.00
Transfers to County	0.00	53,134.49	0.00	0.00	53,134.49
Transfers to Raise Minimum Bala	700.00	0.00	0.00	0.00	700.00
Transportation & Travel	0.00	1,224.53	0.00	0.00	1,224.53
Tutor Training Expense	0.00	66.10	0.00	0.00	66.10
Vending Machine Supplies	125.27	0.00	0.00	0.00	125.27
Total Expense	28,111.54	61,530.74	0.00	322,529.95	412,172.23
Net Income	-1,818.95	100.72	1,048.92	6,849.44	6,180.13

Reconciliation Report

County Exempt - Checking account reconciled for the period ending 12/31/2000

Cleared Transactions

Previous Balance		2,435.99
Cleared Checks and Payments	26 Items	-1,716.56
Cleared Deposits and Other Credits	10 Items	1,453.38
Cleared Balance		2,172.81

Uncleared Transactions

Uncleared Checks and Payments	5 Items	-390.00
Uncleared Deposits and Other Credits	4 Items	90.13

New Transactions

Account Balance as of 12/31/2000 (statement closing date)		1,872.94
New Checks and Payments	6 Items	-250.00
New Deposits and Other Credits	2 Items	785.94
Ending Account Balance		2,408.88

Placentia Library District

Register: County Exempt - Checking

From 12/01/2000 through 12/31/2000

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
12/03/2000			Life Insurance Supple...	Deposit		X	19.94	1,623.39
12/03/2000			Passport Check Reimb...	Deposit		X	45.00	1,668.39
12/04/2000	2481	Passport Services	Passport Expenses	Timothy Peters...	80.00	X		1,588.39
12/04/2000	2482	Passport Services	Passport Expenses	Susan Marie W...	45.00	X		1,543.39
12/05/2000			Passport Check Reimb...	Deposit		X	80.00	1,623.39
12/05/2000	1299	Passport Services	Passport Expenses	Ngoc Tuan Tra...	80.00	X		1,543.39
12/05/2000	1300	Passport Services	Passport Expenses	Roy Andrew C...	80.00	X		1,463.39
12/06/2000			Passport Check Reimb...	Deposit		X	160.00	1,623.39
12/07/2000	2483	Passport Services	Passport Expenses	Sahej Kaur Ch...	60.00	X		1,563.39
12/08/2000	2485	Smart & Final	Household Expenses		95.89	X		1,467.50
12/11/2000			Passport Check Reimb...	Deposit		X	91.75	1,559.25
12/11/2000	2486	Passport Services	Passport Expenses	Lina Ahmad Ar...	60.00	X		1,499.25
12/11/2000	2487	Passport Services	Passport Expenses	Kimberly Chris...	91.75	X		1,407.50
12/11/2000	2506	S.O.S Wholesale Flo...	Directors Fund (Friends)	121116 poinset...	36.00	X		1,371.50
12/12/2000			Passport Check Reimb...	Deposit		X	91.75	1,463.25
12/12/2000	2488	Passport Services	Passport Expenses	Maria Socorro ...	91.75	X		1,371.50
12/13/2000	2492	Passport Services	Passport Expenses	Philip Todd Kr...	91.75	X		1,279.75
12/14/2000	2493	See's Candy	Directors Fund (Friends)	Director's Fund	49.00	X		1,230.75
12/18/2000	2489	Passport Services	Passport Expenses	William John F...	91.75	X		1,139.00
12/18/2000	2494	Passport Services	Passport Expenses	Ronald C Lars...	80.00	X		1,059.00
12/19/2000			Passport Check Reimb...	Deposit		X	80.00	1,139.00
12/19/2000			Life Insurance Supple...	Deposit		X	19.94	1,158.94
12/19/2000	2490	Passport Services	Passport Expenses	Donna Patricia ...	45.00	X		1,113.94
12/19/2000	2491	Passport Services	Passport Expenses	Bahmani Rahn...	45.00	X		1,068.94
12/20/2000			Passport Check Reimb...	Deposit		X	45.00	1,113.94
12/21/2000			Passport Check Reimb...	Deposit		X	820.00	1,933.94
12/22/2000	2507	El Farolito's Restaurant	Friend's Director's Fund	Director's Fund...	50.00			1,883.94
12/31/2000			Bank Fees	Service Charge	11.00	X		1,872.94

Reconciliation Report

County Exempt - Savings account reconciled for the period ending 12/31/2000

Cleared Transactions

Previous Balance		3,097.05
Cleared Checks and Payments	1 Items	-229.65
Cleared Deposits and Other Credits	16 Items	898.03
Cleared Balance		3,765.43

Uncleared Transactions

Uncleared Checks and Payments	1 Items	-446.34
Uncleared Deposits and Other Credits	0 Items	0.00

New Transactions

Account Balance as of 12/31/2000 (statement closing date)		3,319.09
New Checks and Payments	0 Items	0.00
New Deposits and Other Credits	5 Items	109.45
Ending Account Balance		3,428.54

Reconciliation Report

General Fund - Checking account reconciled for the period ending 12/31/2000

Cleared Transactions

Previous Balance		8,098.96
Cleared Checks and Payments	11 Items	-1,673.99
Cleared Deposits and Other Credits	12 Items	1,025.21
Cleared Balance		7,450.18

Uncleared Transactions

Uncleared Checks and Payments	7 Items	-352.99
Uncleared Deposits and Other Credits	3 Items	90.00

New Transactions

Account Balance as of 12/31/2000 (statement closing date)		7,187.19
New Checks and Payments	1 Items	-20.00
New Deposits and Other Credits	0 Items	0.00
Ending Account Balance		7,167.19

Placentia Library District

Register: General Fund - Checking
 From 12/01/2000 through 12/31/2000
 Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
12/01/2000			Bankcard Deposit	Deposit		X	15.00	7,980.97
12/04/2000		Sanwa Bank	Debit Card Usage Ban...		46.53	X		7,934.44
12/05/2000			County Reimbursements	Deposit		X	357.06	8,291.50
12/05/2000			Bankcard Deposit	Deposit		X	22.35	8,313.85
12/06/2000			Bankcard Deposit	Deposit		X	22.40	8,336.25
12/07/2000	4263	Orange County Histo...	Library Materials (boo...	The Orange Bl...	150.00			8,186.25
12/07/2000	4264	Placentia Chamber of...	Memberships	Chamber Mem...	105.00	X		8,081.25
12/07/2000	4266	Hamilton House	Office Expense	Fundraisers Ph...	43.95	X		8,037.30
12/11/2000			Bankcard Deposit	Deposit		X	172.00	8,209.30
12/12/2000			Bankcard Deposit	Deposit		X	46.60	8,255.90
12/13/2000			Bankcard Deposit	Deposit		X	39.20	8,295.10
12/14/2000	4267	Home Depot	Household Expenses	Household exp...	12.80	X		8,282.30
12/15/2000			Bankcard Deposit	Deposit		X	119.50	8,401.80
12/19/2000			Bankcard Deposit	Deposit		X	20.60	8,422.40
12/19/2000	4269	Home Depot	Household Expenses	1000-00	16.39	X		8,406.01
12/20/2000			Bankcard Deposit	Deposit		X	119.50	8,525.51
12/20/2000	4268	Placentia Police Dep...	Transportation & Travel	2700-01	32.00	X		8,493.51
12/20/2000	4270	Smart & Final	Household Expenses	1000-00	12.98	X		8,480.51
12/20/2000	4271	Placentia Library Ge...	Debit Card Transfers f...	Credit card rev...	540.34	X		7,940.19
12/20/2000	4272	PLAcentia Library D...	Debit Card Transfers f...	Credit card tran...	820.00	X		7,120.19
12/20/2000	4273	Placentia Chamber of...	Transportation & Travel	Registration for...	24.00	X		7,096.19
12/21/2000			Bankcard Deposit	Deposit		X	61.00	7,157.19
12/21/2000	4274	PC Club	Equipment (400)	4000-00				7,157.19
12/22/2000			Bankcard Deposit	Deposit		X	30.00	7,187.19

Reconciliation Report

General Fund - Savings account reconciled for the period ending 12/31/2000

Cleared Transactions

Previous Balance		6,956.50
Cleared Checks and Payments	4 Items	-6,272.09
Cleared Deposits and Other Credits	17 Items	3,614.28
Cleared Balance		4,298.69

Uncleared Transactions

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

New Transactions

Account Balance as of 12/31/2000 (statement closing date)		4,298.69
New Checks and Payments	0 Items	0.00
New Deposits and Other Credits	8 Items	92,641.84
Ending Account Balance		96,940.53

Reconciliation Report

Literacy Fund - Savings account reconciled for the period ending 12/31/2000

Cleared Transactions

Previous Balance		4,875.42
Cleared Checks and Payments	0 Items	0.00
Cleared Deposits and Other Credits	1 Items	8.20
Cleared Balance		4,883.62

Uncleared Transactions

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

New Transactions

Account Balance as of 12/31/2000 (statement closing date)		4,883.62
New Checks and Payments	0 Items	0.00
New Deposits and Other Credits	0 Items	0.00
Ending Account Balance		4,883.62

Reconciliation Report

Payroll Checking account reconciled for the period ending 12/31/2000

Cleared Transactions

Previous Balance		29,165.90
Cleared Checks and Payments	42 Items	-49,217.89
Cleared Deposits and Other Credits	2 Items	49,026.00
Cleared Balance		28,974.01

Uncleared Transactions

Uncleared Checks and Payments	4 Items	-1,036.30
Uncleared Deposits and Other Credits	0 Items	0.00

New Transactions

Account Balance as of 12/31/2000 (statement closing date)		27,937.71
New Checks and Payments	0 Items	0.00
New Deposits and Other Credits	0 Items	0.00
Ending Account Balance		27,937.71

Reconciliation Report

Payroll Savings (Int CDs) account reconciled for the period ending 12/31/2000

Cleared Transactions

Previous Balance		4,875.90
Cleared Checks and Payments	0 Items	0.00
Cleared Deposits and Other Credits	1 Items	11.15
Cleared Balance		4,887.05

Uncleared Transactions

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

New Transactions

Account Balance as of 12/31/2000 (statement closing date)		4,887.05
New Checks and Payments	0 Items	0.00
New Deposits and Other Credits	0 Items	0.00
Ending Account Balance		4,887.05

ACQUISITIONS REPORT FOR THE MONTH OF DECEMBER 2000
Prepared by Julie Shook, Technical Services Manager

	GENERAL FUND			ADOPT-A-BOOK			TOTAL PURCHASED			DONATED			TOTAL ITEMS		
	Amount	Volumes	Titles	Amount	Volumes	Titles	Amount	Volumes	Titles	Value	Volumes	Titles	Amount	Volumes	Titles
Adult Fiction	269.69	15	15	101.14	5	5	370.83	20	20	252.75	11	11	623.58	31	31
Adult Circulating Non-Fiction	316.02	20	18	688.09	32	32	1,004.11	52	50	377.90	17	17	1,382.01	69	67
Adult Reference	1,351.47	21	12	0.00	0	0	1,351.47	21	12	122.95	3	3	1,474.42	24	15
Adult Print Continuations	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Adult Electronic Continuations	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Total Adult Non-Fiction	1,667.49	41	30	688.09	32	32	2,355.58	73	62	500.85	20	20	2,856.43	93	82
TOTAL ADULT PRINT MATERIALS	1,937.18	56	45	1,937.18	37	37	2,726.41	93	82	753.60	31	31	3,480.01	124	113
Adult Audio/Music	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Adult Audio Books	288.77	6	6	0.00	0	0	288.77	6	6	0.00	0	0	288.77	6	6
Total Adult Audio	288.77	6	6	0.00	0	0	288.77	6	6	0.00	0	0	288.77	6	6
Adult Video Educational	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Adult Video Entertainment	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Total Adult Video	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Adult Computer Software	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
TOTAL ADULT NON-PRINT MATERIALS	288.77	6	6	0.00	0	0	288.77	6	6	0.00	0	0	288.77	6	6
TOTAL ADULT MATERIALS	2,225.95	62	51	1,937.18	37	37	3,015.18	99	88	753.60	31	31	3,768.78	130	119
Juvenile Fiction	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Juvenile Circulating Non-Fiction	499.16	62	37	0.00	0	0	499.16	62	37	0.00	0	0	499.16	62	37
Juvenile Reference	925.11	12	3	0.00	0	0	925.11	12	3	25.00	1	1	950.11	13	4
Juvenile Print Continuations	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Juvenile Electronic Continuations	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Total Juvenile Non-Fiction	1,424.27	74	40	0.00	0	0	1,424.27	74	40	25.00	1	1	1,449.27	75	41
TOTAL JUVENILE PRINT MATERIALS	1,424.27	74	40	0.00	0	0	1,424.27	74	40	25.00	1	1	1,449.27	75	41
Juvenile Audio/Music	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Juvenile Audio Books	0.00	0	0	75.86	4	4	75.86	4	4	0.00	0	0	75.86	4	4
Total Juvenile Audio	0.00	0	0	75.86	4	4	75.86	4	4	0.00	0	0	75.86	4	4
Juvenile Video Educational	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Juvenile Video Entertainment	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Total Juvenile Video	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Juvenile Computer Software	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
TOTAL JUVENILE NON-PRINT MATERIALS	0.00	0	0	75.86	4	4	75.86	4	4	0.00	0	0	75.86	4	4
TOTAL JUVENILE MATERIALS	1,424.27	74	40	75.86	4	4	1,500.13	78	44	25.00	1	1	1,525.13	79	45
Total Fiction	269.69	15	15	101.14	5	5	370.83	20	20	252.75	11	11	623.58	31	31
Total Non-Fiction	3,091.76	115	70	688.09	32	32	3,779.85	147	102	525.85	21	21	4,305.70	168	123
Total Audio	288.77	6	6	75.86	4	4	364.63	10	10	0.00	0	0	364.63	10	10
Total Video	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Total Computer Software	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
TOTAL MATERIALS	3,650.22	136	91	865.09	41	41	4,515.31	177	132	778.60	32	32	5,293.91	209	164

OUTSTANDING ORDERS AS OF DECEMBER 31, 2000

General Fund Amount	\$22,913.58	Adopt-A-Book Amount	\$5,659.48	TOTAL Amount	\$28,573.06
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ACQUISITIONS REPORT FOR FISCAL YEAR 2000-01 THROUGH THE MONTH OF DECEMBER 2000
Prepared by Julie Shook, Technical Services Manager

	GENERAL FUND			ADOPT-A-BOOK			TOTAL PURCHASED			DONATED			TOTAL ITEMS		
	Amount	Volumes	Titles	Amount	Volumes	Titles	Amount	Volumes	Titles	Value	Volumes	Titles	Amount	Volumes	Titles
Adult Fiction	5,603.99	385	337	3,104.87	167	167	8,708.86	552	504	1,355.10	66	66	10,063.96	618	570
Adult Circulating Non-Fiction	2,521.46	164	150	9,501.31	438	435	12,022.77	602	585	2,907.72	138	134	14,930.49	740	719
Adult Reference	5,404.63	59	41	40.72	1	1	5,445.35	60	42	472.95	20	20	5,918.30	80	62
Adult Print Continuations	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Adult Electronic Continuations	16,542.30	5	5	0.00	0	0	16,542.30	5	5	0.00	0	0	16,542.30	5	5
Total Adult Non-Fiction	24,468.39	228	196	9,542.03	439	436	34,010.42	667	632	3,380.67	158	154	37,391.09	825	786
TOTAL ADULT PRINT MATERIALS	30,072.38	613	613	12,646.90	606	603	42,719.28	1,219	1,136	4,735.77	224	220	47,455.05	1,443	1,356
Adult Audio/Music	0.00	0	0	0.00	0	0	0.00	0	0	70.00	6	6	70.00	6	6
Adult Audio Books	1,851.92	49	47	0.00	0	0	1,851.92	49	47	350.00	15	15	2,201.92	64	62
Total Adult Audio	1,851.92	49	47	0.00	0	0	1,851.92	49	47	420.00	21	21	2,271.92	70	68
Adult Video Educational	76.95	4	3	0.00	0	0	76.95	4	3	375.00	29	28	451.95	33	31
Adult Video Entertainment	0.00	0	0	0.00	0	0	0.00	0	0	405.00	23	23	405.00	23	23
Total Adult Video	76.95	4	3	0.00	0	0	76.95	4	3	780.00	52	51	856.95	56	54
Adult Computer Software	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
TOTAL ADULT NON-PRINT MATERIALS	1,928.87	53	50	0.00	0	0	1,928.87	53	50	1,200.00	73	72	3,128.87	126	122
TOTAL ADULT MATERIALS	32,001.25	666	663	12,646.90	606	603	44,648.15	1,272	1,186	5,935.77	297	292	50,583.92	1,569	1,478
Juvenile Fiction	2,650.10	324	199	3,108.94	220	167	5,759.04	544	366	748.22	74	74	6,507.26	618	440
Juvenile Circulating Non-Fiction	1,758.09	150	101	113.39	5	5	1,871.48	155	106	770.54	77	75	2,642.02	232	181
Juvenile Reference	1,711.87	17	8	0.00	0	0	1,711.87	17	8	45.00	2	2	1,756.87	19	10
Juvenile Print Continuations	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Juvenile Electronic Continuations	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Total Juvenile Non-Fiction	3,469.96	167	109	113.39	5	5	3,583.35	172	114	815.54	79	77	4,398.89	251	191
TOTAL JUVENILE PRINT MATERIALS	6,120.06	491	308	3,222.33	225	172	9,342.39	716	480	1,563.76	153	151	10,906.15	869	631
Juvenile Audio/Music	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Juvenile Audio Books	57.46	3	3	1,843.32	80	80	1,900.78	83	83	0.00	0	0	1,900.78	83	83
Total Juvenile Audio	57.46	3	3	1,843.32	80	80	1,900.78	83	83	0.00	0	0	1,900.78	83	83
Juvenile Video Educational	0.00	0	0	488.72	47	47	488.72	47	47	15.00	1	1	503.72	48	48
Juvenile Video Entertainment	0.00	0	0	209.95	19	19	209.95	19	19	294.00	19	19	503.95	38	38
Total Juvenile Video	0.00	0	0	698.67	66	66	698.67	66	66	309.00	20	20	1,007.67	86	86
Juvenile Computer Software	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
TOTAL JUVENILE NON-PRINT MATERIALS	57.46	3	3	2,541.99	146	146	2,599.45	149	149	309.00	20	20	2,908.45	169	169
TOTAL JUVENILE MATERIALS	6,177.52	494	311	5,764.32	371	318	11,941.84	865	629	1,872.76	173	171	13,814.60	1038	800
Total Fiction	8,254.09	709	536	6,213.81	387	334	14,467.90	1,096	870	2,103.32	140	140	16,571.22	1,236	1,010
Total Non-Fiction	27,938.35	395	305	9,655.42	444	441	37,593.77	839	746	4,196.21	231	231	41,789.98	1,076	977
Total Audio	1,909.38	52	50	1,843.32	80	80	3,752.70	132	130	420.00	21	21	4,172.70	153	151
Total Video	76.95	4	3	698.67	66	66	775.62	70	69	1,089.00	72	71	1,864.62	142	140
Total Computer Software	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
TOTAL MATERIALS	38,178.77	1,160	894	18,411.22	977	921	56,589.99	2,137	1,815	7,808.53	470	463	64,398.52	2,607	2,278

TO: Elizabeth D. Minter, Library Director
 FROM: Peggy D. Burkich, Circulation Supervisor *PDB*
 DATE: January 17, 2001
 SUBJECT: Unique Management Services, Inc. Report for Month of December

This report was received from Unique Management on January 11, 2001.
 Attachment A is enclosed.
 A summary of the current status is as follows:

FY 2000-01	# New Accounts Submitted	Total # Active Accounts	# Paid In Full Curr. Month	Amount Received Curr. Month	# Written Off Suspended Curr. Month
July	20	71	12	680.99	3
August	18	53	8	456.89	16
September	20	69	4	387.85	16
October	16	56	12	797.39	9
November	7	51	7	369.60	11
December	4	41	4	341.60	3
January	0	0	0	0.00	0
February	0	0	0	0.00	0
March	0	0	0	0.00	0
April	0	0	0	0.00	0
May	0	0	0	0.00	0
June	0	0	0	0.00	0
TOTAL YTD	85	341	47	3,034.32	58

Unique Management Services
STATUS OF ACCOUNTS REPORT
Accounts Listed Thru 12/29/00

Time Run: 05:31PM
Date Run: DEC 29 2000

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

Client Number: 286

Client Name: PLACENTIA LIBRARY DISTRICT

Accounts Submitted	:	380	Dollars Submitted	:	33,077.99	Dollars Received	:	8,475.83
Bankruptcies	:	0	Dollars in Bankruptcy	:	.00	Material Returned	:	7,177.61
Incorrect Addresses	:	53	Dollars in Skips	:	3,574.17	Dollars Waived	:	1,300.78
Patron Disputes/Suspends	:	1	Dollars in Dispute	:	.00	Total Activated	:	21,509.18
Accounts in Process	:	126	Dollars in Process	:	28,762.73	% of Dollars Activated	:	74.78%
# of Accounts Activated	:	228						
% of Accounts Activated	:	69.94%						

TO: Library Board of Trustees
 FROM: Elizabeth D. Minter, Library Director *EDM*
 DATE: January 17, 2001
 SUBJECT: **DEBIT CARD SYSTEM REIMBURSEMENT DECEMBER , 2000**

SUMMARY OF PRINTER/COPIER ACCOUNTS DECEMBER, 2000

Beginning Balance 12/31/00 (\$7,164.55)

	<u>Income</u>	<u>Expend.</u>
Total Deposits in	321.70	
Total Loans from Literacy Fund	0.00	
Total Materials & Supplies		0.00
Total Repairs		0.00
Total Copier Paper Expense		0.00
Total Copier Lease Payments in December		446.34
Total Copier Maintenance Payment in December		229.65
Debit Card System Loan Payback		0.00
	<u>321.70</u>	<u>675.99</u>

Ending Balance 12/31/00 (\$6,810.26)

December payment \$ 0.00

**** NO PAYMENT WILL BE MADE UNTIL APRIL 2001 ****

SUMMARY OF PRINTER/COPIER LOAN ACTIVITY

Loan Amount as of 10/3/96 (Fund 702)	16,559.50
Loan Repayment through 12/31/00	(8,565.48)
Loan Amount as of 12/31/00 (Literacy Fund)	7,700.00
December Payment (Fund 702)	0.00
December Payment (Literacy Fund)	0.00
Balance 12/31/00	<u>\$ 15,694.02</u>

Prepared by: Wendy Goodson

TO: Placentia Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *EM*
DATE: January 17, 2001
SUBJECT: **GIFT REPORT**

The following gifts were received from December 1, 2000 through December 31, 2000.

ADOPT A BOOK DONATIONS

Richard Albers
Raymond & Donna Bass
Boeing Gift Matching Gran
Doyle & Shirley Bouse
Peter & Joan Bromback
Kim Phuon Chung
Jim & Peggy Dinsmore
Mildred Donoghue
Robert Feldman
Walter & Frances Fillippone
Mary Freer
Ralph Goff & Optimized Data
Susan Judd Grimm
Jean Haney
Mary Hart
Kazuya Ichikawa

IEC Inc
In-N-Out Burgers
Frank & Peggy Kawamura
Joyce Larson
Dr & Mrs Hrag Marganian
Joan Nemsgern
Leonard & Fran Rich
Joyce Rosenthal
Stephen Schwinn & Family
Al & Gloria Shkoler
Nellie Slagle
Dennis Spiro, O.D. Ph.D.
Victoria Allec Weselich
Ed & Velda Wittstock
Michael & Margaret Zella
Placentia Rotary Club

TOTAL AAB DONATIONS \$2,310.00

TOTAL ALL DONATIONS \$2,310.00



TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *EDM*
DATE: January 17, 2001

SUBJECT: BUILDING MAINTENANCE REPORT FOR DECEMBER, 2000

1. **Roofing** – The roof contract was awarded to Pro-Tech Weatherproofing, Inc. at the Special Meeting of the Placentia Library Board of Trustees on November 29, 2000. Start date of project is still to be determined.
2. **Plumbing** – Manwill Plumbing serviced the women’s public restroom.
History Room – Cabinetry work is scheduled for January. The storage container was removed on December 11, 2000.
3. **HVAC** – Bear State performed its quarterly maintenance service in December.
4. **Lighting** – Christensen Lighting serviced two fixtures and replaced bulbs.

Prepared by: Wendy Goodson



TO: Library Board of Trustees

FROM: Elizabeth Minter, Library Director *EM*

DATE: January 17, 2001

SUBJECT: PERSONNEL REPORT FOR DECEMBER, 2000

RESIGNATIONS:

None

APPOINTMENTS:

None

OPEN POSITIONS:

None

Prepared by: Wendy Goodson

TO: Elizabeth Minter, Library Director
 FROM: Cheryl Willauer, Volunteer Coordinator
 SUBJECT: Volunteer Report for the Month of December 2000

CUMULATIVE RECORD OF VOLUNTEER HOURS (excluding Literacy services)

REGULAR	FY00/01 December	FY00/01 YTD	Starting	Cumulative
Andrade, Linda	4.00	40.00	9/95	489.50
Backes, Theresa	0.00	29.50	6/98	185.50
Chou, Tzu-Shiu	0.00	3.00	2/00	33.50
Clugston, Patricia	6.75	43.75	6/98	173.25
Cravotta, Leo	0.00	2.00	5/99	46.50
Dell, Lyla	0.00	55.00	8/98	457.75
Fioroni, Pete	2.00	24.00	3/97	206.00
Fioroni, Ruth	2.00	24.00	3/97	182.00
Fitzgerald, Joan	6.00	69.00	10/93	1,880.75
Godwin, Nita	6.00	44.00	2/96	273.25
Hemmerling, Barbara	5.50	42.75	9/95	358.75
Hochman, Sue	1.00	14.75	1/98	200.50
Horrocks, Marjorie	2.00	18.00	10/95	253.00
Hyams, Rose	9.00	59.75	7/98	419.75
Irot, Pat	8.00	135.00	2/96	1,628.75
Jertberg, Pat	2.00	49.00	4/98	480.75
Livezey, Jane	8.50	54.25	4/96	488.25
Lord, Audrey	15.00	78.50	Jul-00	78.25
Lignot, Shirley	6.50	32.00	9/95	450.75
Myers, Claire	26.50	80.00	10/95	917.00
Olson, Bob	4.00	22.00	9/95	323.00
Pence, Carol	0.00	2.25	Nov-00	2.25
Pence, Thomas	4.00	27.50	1/99	136.25
Project Independence	7.50	149.00		656.50
Rodriguez, Carmen	7.00	29.00	2/00	54.00
Salem, Rose	4.00	14.25	Oct-00	14.25
Schlichter, Allan	6.00	44.00	10/93	674.50
Schmidt, Marie	2.00	59.50	4/98	418.50
Shaw, Dixie	0.00	7.00	5/94	168.50
Tapia, Jerry	0.00	8.50	Oct-00	8.50
Vaughn, Judy	4.75	33.75	8/99	103.50
Walker, Virginia	0.00	4.50	Mar-99	116.00
Wymer, Betty	9.50	61.00	1/96	644.00
J.T.P.A. / Job Training Partnership Act	0.00	0.00		1,170.50
S.T.E.P. / Senior Training & Employment Pro	0.00	25.00		6,727.75
TOTAL	159.50	1,385.50		20,421.75

CUMULATIVE RECORD OF TEMPORARY VOLUNTEER HOURS (excluding Literacy Services)

	FY00/01			FY00/01	
	December	YTD		December	YTD
Aaron, Darryl	0.00	7.75	Moya, David	2.00	2.00
Arellano, Jonathan	0.00	3.00	McCustian, Nicole	0.00	5.50
Barrera, Karen	0.00	5.00	Muranaha, Amber	0.00	14.50
Bone, Shawnda	2.00	10.00	Murphy, Jimmy	0.00	6.50
Carey, Kim	0.00	8.00	Nguyen, Don	0.00	54.00
Chan, Stephanie	5.50	13.50	Nguyen, Paul	0.00	32.00
Chavez, Alfredo	0.00	7.00	Noble, Luciano	0.00	34.00
Choi, Nathan	0.00	14.50	Nwanezi, Ama	0.00	21.00
Cohen, Darleen	0.00	4.5	Oswal, Alok	20.75	25.00
Cohma, Milessa	0.00	10.25	Padilla, Eric	0.00	5.00
Cravotta, Brian	0.00	32.00	Patel, Bhavik	0.00	18.50
Davis, Ken	0.00	5.75	Piha, Richard	0.00	2.00
De Hart, Desiree	0.00	16.75	Pineda, Juanita	0.00	5.00
Fartash, Arian	0.00	7.75	Plinski, Sara	0.00	18.00
Flores, Norma	0.00	2.00	Rabadan, Jessica	0.00	11.50
Garcia, Elizabeth	0.00	15.75	Robinson, Shawn	0.00	16.00
Gupta, Sameer	1.00	13.00	Rorex, Jamie	0.00	16.00
Harnett, Tom	0.00	2.50	Ruffin, Marlana	0.00	2.00
Harris, Jennifer	0.00	3.75	Runyon, Beth	0.00	7.50
Hernandez, Mia	0.00	23.75	Serrano, Celine	0.00	5.00
Hernandez, Ricardo	2.00	4.50	Shah, Hardik	2.00	16.50
Herzog, Einav	0.00	7.50	Shah, Soham	0.00	20.25
Ho, Evelyn	0.00	47.50	Sobien, Lisa	0.00	36.00
Ho, Irene	0.00	2.25	Tapia, Mark	0.00	12.50
Hung, Yang	2.00	26.00	Vasquez, Joel	0.00	5.50
Lam, Phung	3.50	10.50	Vidhyarkorn, Tammy	0.00	14.50
Laub, Jennifer	0.00	1.00	Vu, Elizabeth	0.00	29.00
Lee, Jaclyn	0.00	32.25	Vue, Kia	0.00	5.00
Lee, James	0.00	9.50	Waller, Jennifer	0.00	27.75
Lim, Michelle	0.00	4.25	Walsh, Cheyanne	0.00	3.00
Lin, Cheng	3.00	32.00	Yada, Julie	0.00	7.25
Maru, Sid	0.00	23.50	Zhou, Charles	0.00	15.75
Matta, Manal	2.00	17.50			
Montes, Eric	0.00	16.00			
TOTAL		21.00 433.00	TOTAL	24.75 486.50	

TOTAL Library Volunteer Hours	205.25
TOTAL Literacy Volunteer Hours	564.00
TOTAL VOLUNTEERS HOURS	769.25

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

	Regular/Temp. Volunteers			Literacy Volunteers		
	FY98/99	FY99/00	FY00/01	FY98/99	FY99/00	FY00/01
July	929.00	601.25	562.00	449.00	222.00	658.00
August	919.25	885.00	563.25	427.00	202.00	662.00
September	531.75	471.25	248.00	261.00	220.00	581.00
October	497.00	490.00	385.00	332.00	458.50	614.00
November	443.75	368.00	369.25	345.00	425.00	685.50
December	312.25	330.50	205.25	179.00	178.00	564.00
January	413.75	397.00		242.00	142.00	
February	372.00	598.25		504.00	530.00	
March	478.75	616.25		347.00	595.00	
April	601.75	610.75		265.00	632.00	
May	423.25	921.50		346.00	805.00	
June	543.25	608.25		283.00	709.00	

CUMULATIVE RECORD OF LITERACY VOLUNTEER HOURS

REGULAR	FY00/01 December	FY00/01 YTD	Cumulative		FY00/01 December	FY00/01 YTD	Cumulative
Agrazsanchez, Rafael	-	15.00	30.00	Kulsum, Khako	6.00	12.00	12.00
Aiama, Antara	6.00	25.00	25.00	Kumagai, Regina	14.00	99.00	163.00
Alcantara, Carmelita	6.00	85.00	131.00	Lagow, Cassie	6.00	18.00	18.00
Anderson, Susan	3.00	24.00	147.00	Larson, Li	10.00	60.00	218.00
Andreyeva, Anna A.	7.00	17.50	17.50	Lee, Anyika	4.00	24.00	184.00
Barrera, Karen	4.50	53.50	53.50	Li, Stephanie	3.00	34.00	34.00
Bauernfiend, Ida	10.00	52.00	52.00	Madurang, Rizza	6.00	6.00	6.00
Belsher, Kristin	7.00	31.00	31.00	Malle, Patty	6.00	39.00	39.00
Bereiter, Gretchen	4.00	36.00	79.00	McCartney, Shannon	2.00	20.00	20.00
Blanco, Ramon	4.00	30.00	30.00	McMahon, Kelly	6.00	18.00	18.00
Bolkovatz, Alta	8.00	24.50	24.50	Mitchell, Cheryl	6.00	30.00	192.00
Cacho, Rosario	2.00	4.00	4.00	Mohan, Kshema	3.00	32.00	32.00
Cantwell, Kenneth	23.00	137.00	244.00	Moore, Kim	6.00	27.00	109.00
Carlson, Grace	9.00	26.00	26.00	Moyer, Disa	6.00	36.00	84.00
Chakraborty, Sujata	1.50	18.50	18.50	Murray, Edward	6.00	24.00	24.00
Chen, April	3.00	22.00	22.00	Ngo, Sandy	-	4.00	10.00
Coffee, Nancy	6.00	60.00	180.00	Nguyen, Anthony	-	36.00	36.00
Colenso, Bill	6.00	15.00	15.00	Omstein, Mary	-	30.00	288.50
Counts, Courtney	6.00	18.00	18.00	Ozsuath, Geoff	-	18.00	94.00
Croom, Carolyn	5.00	37.00	159.00	Patel, Deepa	6.00	43.00	46.00
Del Angel, Laura	3.00	49.00	62.00	Paulson, Valerie	8.00	44.00	389.00
Duffie, Pat	14.00	40.00	40.00	Pham, An	2.00	12.00	12.00
Eckert, Thomas	12.00	94.00	241.00	Pham, Thuy	3.50	10.50	10.50
Ekelund, Lysie	8.00	24.00	24.00	Piatt, April	-	12.00	12.00
Elinsky, Janet	12.00	84.00	84.00	Pineda, Juanita	1.00	1.00	1.00
Fartash, Arian	6.00	81.00	81.00	Reyes, Mary Lou	-	34.00	87.00
Favaro, Lee	6.00	48.00	81.50	Risso, Edith	6.50	45.50	71.50
Fenwick, Randy	-	87.00	87.00	Rodriguez, Carmen	4.00	35.00	54.00
French, Susan	-	20.00	20.00	Roth, Howard	6.00	12.00	12.00
Fukuda, Lynn	8.00	60.00	63.00	Rowe, Edana	9.00	22.00	22.00
Fuller, Janice	3.00	21.00	32.00	San Jose, Elaine	3.00	6.00	6.00
Gast, Polly	24.00	197.00	624.00	Sanchez, Margo	6.00	48.00	100.00
Ghosh, Deepa	8.00	34.50	34.50	Sciaini, Matthew	4.00	12.00	12.00
Goebel, Trang	15.00	30.00	30.00	Shah, Krishna	6.00	18.00	18.00
Gonzalez, Lizeth	4.00	22.50	32.00	Shepherd, Kathy	6.00	23.00	23.00
Gonzalez, Veronica	6.50	17.00	27.50	Skimizu, Ken	-	64.00	64.00
Goodfriend, Louise	6.00	25.00	145.00	Skinner, Courtney	4.00	26.00	26.00
Goodman, Dale	13.00	116.00	1,177.00	Smith, Charlene	4.00	4.00	4.00
Graves, David	6.00	18.00	18.00	Smith, Jeff	-	4.00	4.00
Gwatney, Aimee	2.00	42.50	127.50	Stalnaker, Linda	6.00	36.00	131.50
Hawk, John	6.00	56.00	56.00	Stichter, Julie	4.00	18.00	18.00
Heer, Kim	7.00	23.00	23.00	Tooley Marita	6.00	41.00	50.00
Hernandez, Rosy	6.00	38.00	161.00	Tran, Duyen	-	-	-
Hutton, Katherine (Kate)	6.00	44.00	48.00	Tras, Erin	3.00	6.00	6.00
Isaia, Monte	6.00	6.00	6.00	Van Zee, Karin	6.00	83.00	188.00
Johnson, Nicole	2.00	26.00	26.00	Vert, Joann	6.00	18.00	18.00
Karbaum, Isabel	-	24.00	24.00	Vue, Kia	-	17.00	17.00
Keller, Christina	8.00	41.00	41.00	Westfall, Carolyn	8.00	20.00	20.00
Khuu, Michelle	6.00	18.00	18.00	Wiegman, Karin	6.00	36.00	36.00
Kramer, Bill	14.00	98.00	98.00	Wilburn, Anthony J	-	2.00	2.00
Krause, Matt	5.50	29.00	29.00	Zamora, Mary	12.00	12.00	12.00
<hr/>				<hr/>			
Total	344.00	2,244.50	4,868.00	Total	220.00	1,320.00	3,042.00

Placentia Library District
Circulation Report
JANUARY 17, 2001

	FY00-01 YTD	FY99-00 YTD	% CHANGE FY00 TO FY01	FY00-01 DECEMBER 00	FY99-00 DECEMBER 99
1st Time Checkouts	64,830	65,978	-1.74%	6,908	7,423
Phone Renewals	9,839	9,648	1.98%	1,301	1,468
In-Building Renewals	2,075	1,947	6.57%	222	306
Total Renewals	11,914	11,595	2.75%	1,523	1,774
TOTAL CHECKOUTS	76,744	77,573	-1.07%	8,431	9,197
On-Time Checkins	65,337	65,199	0.21%	7,761	8,112
Late Checkins	11,790	11,248	4.82%	1,736	1,791
TOTAL CHECKINS	77,127	76,447	0.89%	9,497	9,903
Holds Placed	1,464	1,613	-9.24%	144	191
Holds Cancelled	295	320	-7.81%	28	33
Holds Filled	1,511	1,517	-0.40%	180	209
Holds Expired	19	8	137.50%	3	3
Overdue Items	4,629	4,791	-3.38%	1,100	1,397
Overdue Notices	2,053	2,100	-2.24%	477	542
Billing Notices	2,076	2,220	-6.49%	361	431
Patrons Registered	1,502	1,715	-12.42%	119	149
Titles Added	6,387	4,907	30.16%	968	580
Volumes Added	8,079	9,791	-17.49%	1,129	1,005
CIRCULATION BY TYPE OF MATERIAL					
Adult Print	33,346	35,575	-6.27%	3,821	4,280
Juvenile Print	36,680	36,930	-0.68%	3,744	4,131
Total Print	70,026	72,505	-3.42%	7,565	8,411
Audio	3,348	2,923	14.54%	387	358
Visual	4,749	3,289	44.39%	285	315
Equipment	1	0	100.00%	0	0
Total Audio Visual	7,812	6,212	25.76%	672	673
TOTAL CIRCULATION	76,744	77,573	-1.07%	8,431	9,197
Placentia Circulation	47,475	49,495	-4.08%	4,974	5,726
% Placentia Circulation	60.77%	62.50%	-2.77%	60.39%	63.03%
Anaheim/Yorba Linda Circulation	14,681	14,666	0.10%	1,758	1,834
% Anaheim/Yorba Linda Circulation	18.79%	18.63%	0.86%	24.98%	20.19%
TYPES OF ACTIVE BORROWERS					
Adult	52,611	51,951	1.27%	5,906	6,130
Young Adult	2,321	2,028	14.45%	351	363
Juvenile	17,095	18,035	-5.21%	1,827	2,180
New Borrower	6,107	6,705	-8.92%	347	524
Non Resident	0	0	0.00%	0	0
Other	0	0	0.00%	0	0
TOTAL ACTIVE BORROWERS	78,134	78,719	-0.74%	8,431	9,197
TOTAL REGISTERED BORROWERS	20,548	21,287	-3.47%	20,548	21,287
ATTENDANCE					
Adult Reference - In Building	6,618	4,971	33.13%	711	600
Adult Reference - Telephone	1,829	1,166	56.86%	107	138
Children's Reference - In Building	4,208	3,398	23.84%	338	333
Children's Reference - Telephone	131	181	-27.62%	9	11
Total Adult Reference	8,447	6,137	37.64%	818	738
Total Children's Reference	4,339	3,579	21.23%	347	344
Total In Building Reference	10,826	8,369	29.36%	1,049	933
Total Telephone Reference	1,960	1,347	45.51%	116	149
TOTAL REFERENCE	12,786	9,716	31.60%	1,165	1,082

CITY OF PLACENTIA INVOICES

PERIOD COVERED FY1998-1999	DATE INVOICE	S. CA EDISON	TURF	GROUNDS	MAINT/ REPAIRS	CIV CTR SEISMIC	CIV CTR BONDS	TOTAL
Jul-98	9/10/98	0.00	818.37	763.01	107.50			1,688.88
Aug-98	10/13/98	0.00	818.37	761.44	107.50			1,687.31
Sep-98	10/15 & 11/10	15,065.20	958.00	760.98	107.50			16,891.68
Oct-98	12/9/98	6,164.57	818.37	0.00	129.91			7,112.85
Nov-98	1/6/98	0.00	818.37	1,666.85	0.00			2,485.22
Dec-98	2/4/99	2,884.98	818.37	802.75	107.50			4,613.60
Jan-99	3/8/99	2,921.46	818.37	743.32	107.50	3,357.52		7,948.17
Feb-99	3/31/99	3,032.51	818.37	805.98	107.40		2,364.10	7,128.36
Mar-99	4/28/99	3,009.57	892.35	828.49	0.00			4,730.41
Apr-99	6/10/99	3,062.45	833.46	833.96	281.45			5,011.32
May-99	7/7/99	3,302.65	839.51	826.51	107.50			5,076.17
Jun-99	8/1/99	4,547.44		871.47	107.50			5,526.41
TOTAL		43,990.83	9,251.91	9,664.76	1,271.26	3,357.52	2,364.10	69,900.38
AVG		3,665.90	841.08	805.40	105.94			5,825.03

PERIOD COVERED FY1999-2000	DATE INVOICE	S. CA EDISON	TURF	GROUNDS	MAINT/ REPAIRS	CIV CTR SEISMIC	CIV CTR BONDS	TOTAL
Jul-99	9/1/99	4,991.68	818.37	864.99	107.50			6,782.54
Aug-99	10/7/99	4,956.38	818.37	870.23	107.50			6,752.48
Sep-99	10/27/99	4,392.31	818.37	863.76	107.50			6,181.94
Oct-99	12/7/99		818.37	829.49	107.50			1,755.36
Nov-99	1/11/00	6,410.86	818.37	831.73	314.56			8,375.52
Dec-99	2/3/00	2,340.88	969.36	1,030.18	107.50			4,447.92
Jan-00	3/1/00	1,405.10	0.00	1,026.95	107.50			2,539.55
Feb-00	3/30/00	2,460.49	863.92	717.50	720.00			4,761.91
Mar-00	4/26/00	2,272.78	1,727.84	608.66	107.50			4,716.78
Apr-00	5/24/00	2,534.75	863.92	611.89	107.50			4,118.06
May-00	7/10/00	2,917.34	1,908.21	608.66	107.50			5,541.71
Jun-00	8/7/00	3,871.11	0.00	607.66	107.50			4,586.27
TOTAL		38,553.68	10,425.10	9,471.70	2,109.56	0.00	0.00	60,560.04
AVG		3,212.81	868.76	789.31	175.80			5,046.67

PERIOD COVERED FY2000-2001	DATE INVOICE	S. CA EDISON	TURF	GROUNDS	MAINT/ REPAIRS	CIV CTR SEISMIC	CIV CTR BONDS	TOTAL
Jul-00	9/7/00	4,188.72	0.00	608.66	107.50			4,904.88
Aug-00	10/2/00	4,377.35	2,015.84	602.40	107.50			7,103.09
Sep-00	11/7/00	4,215.65	0.00	586.37	107.50			4,909.52
Oct-00	12/7/00	2,608.81	2,105.84	577.66	107.50			5,399.81
Nov-00	1/8/01	2,554.36	0.00	648.68	0.00			3,203.04
Dec-00								0.00
Jan-01								0.00
Feb-01								0.00
Mar-01								0.00
Apr-01								0.00
May-01								0.00
Jun-01								0.00
TOTAL		17,944.89	4,121.68	3,023.77	430.00	0.00	0.00	25,520.34
AVG		3,588.98	824.34	604.75	86.00			5,104.07

TOTAL DOLLARS SPENT

FY1998-1999	LABOR	EQUIPMENT	MATERIAL	TOTAL	50% LIBRARY
Jul-98	1,315.54	204.00	6.48	1,526.02	763.01
Aug-98	1,315.54	189.00	18.33	1,522.87	761.44
Sep-98	1,315.54	189.00	17.41	1,521.95	760.98
Oct-98	1,315.54	189.00	19.41	1,523.95	761.98
Nov-98	1,367.26	438.00	4.48	1,809.74	904.87
Dec-98	1,315.54	279.00	10.95	1,605.49	802.75
Jan-99	1,263.22	204.00	19.41	1,486.63	743.32
Feb-99	1,315.54	279.00	17.41	1,611.95	805.98
Mar-99	1,440.04	204.00	12.94	1,656.98	828.49
Apr-99	1,440.04	204.00	23.88	1,667.92	833.96
May-99	1,440.04	204.00	8.97	1,653.01	826.51
Jun-99	1,441.04	281.00	21.89	1,743.93	871.97
TOTAL	16,284.88	2,864.00	181.56	19,330.44	9,665.22
AVG	1,357.07	238.67	15.13	1,610.87	805.44

TOTAL DOLLARS SPENT

FY1999-2000	LABOR	EQUIPMENT	MATERIAL	TOTAL	50% LIBRARY
Jul-99	1,440.04	279.00	10.94	1,729.98	864.99
Aug-99	1,440.04	281.00	19.41	1,740.45	870.23
Sep-99	1,440.04	281.00	6.48	1,727.52	863.76
Oct-99	1,440.04	206.00	12.94	1,658.98	829.49
Nov-99	1,440.04	204.00	19.41	1,663.45	831.73
Dec-99	1,723.42	324.00	12.94	2,060.36	1,030.18
Jan-00	1,732.42	324.00	6.48	2,062.90	1,031.45
Feb-00	1,194.52	234.00	6.48	1,435.00	717.50
Mar-00	976.84	234.00	6.48	1,217.32	608.66
Apr-00	976.84	234.00	12.94	1,223.78	611.89
May-00	976.84	234.00	6.48	1,217.32	608.66
Jun-00	976.84	234.00	4.48	1,215.32	607.66
TOTAL	15,757.92	3,069.00	125.46	18,952.38	9,476.19
AVG	1,313.16	255.75	10.46	1,579.37	789.68

TOTAL DOLLARS SPENT

FY2000-2001	LABOR	EQUIPMENT	MATERIAL	TOTAL	50% LIBRARY
Jul-00	976.84	234.00	6.48	1,217.32	608.66
Aug-00	976.84	219.00	8.96	1,204.80	602.40
Sep-00	976.84	174.00	21.89	1,172.73	586.37
Oct-00	976.84	174.00	4.48	1,155.32	577.66
Nov-00	1,054.38	234.00	8.97	1,297.35	648.68
Dec-00				0.00	0.00
Jan-01				0.00	0.00
Feb-01				0.00	0.00
Mar-01				0.00	0.00
Apr-01				0.00	0.00
May-01				0.00	0.00
Jun-01				0.00	0.00
TOTAL	4,961.74	1,035.00	50.78	6,047.52	3,023.76
AVG	992.35	207.00	10.16	1,209.50	604.75

DOLLARS BY TYPE OF WORKER

FY1998-1999	SUPERVISOR	CREWLEAD	SWEEPER	TRIMMER	MAINT WORK	TOTAL
Jul-98	267.92	276.80	52.32	0.00	718.50	1,315.54
Aug-98	267.92	276.80	52.32	0.00	718.50	1,315.54
Sep-98	267.92	276.80	52.32	0.00	718.50	1,315.54
Oct-98	267.92	276.80	52.32	0.00	718.50	1,315.54
Nov-98	267.92	276.80	52.32	51.72	718.50	1,367.26
Dec-98	267.92	276.80	52.32	0.00	718.50	1,315.54
Jan-99	267.92	276.80	0.00	0.00	718.50	1,263.22
Feb-99	267.92	276.80	52.32	0.00	718.50	1,315.54
Mar-99	298.24	300.10	56.90	0.00	784.80	1,440.04
Apr-99	298.24	300.10	56.90	0.00	784.80	1,440.04
May-99	298.24	300.10	56.90	0.00	784.80	1,440.04
Jun-99	298.24	300.10	56.90	0.00	784.80	1,440.04
TOTAL	3,336.32	3,414.80	593.84	51.72	8,887.20	16,283.88
AVG	278.03	284.57	49.49	4.31	740.60	1,356.99

DOLLARS BY TYPE OF WORKER

FY1999-2000	SUPERVISOR	CREWLEAD	SWEEPER	TRIMMER	MAINT WORK	TOTAL
Jul-99	298.24	300.10	56.90	0.00	784.80	1,440.04
Aug-99	298.24	300.10	56.90	0.00	784.80	1,440.04
Sep-99	298.24	300.10	56.90	0.00	784.80	1,440.04
Oct-99	298.24	300.10	56.90	0.00	784.80	1,440.04
Nov-99	298.24	300.10	56.90	0.00	784.80	1,440.04
Dec-99	310.16	374.52	59.18	0.00	979.50	1,723.36
Jan-00	310.16	374.52	59.18	0.00	979.56	1,723.42
Feb-00	232.62	249.68	59.18	0.00	653.04	1,194.52
Mar-00	232.62	249.68	59.18	0.00	435.36	976.84
Apr-00	232.62	249.68	59.18	0.00	435.36	976.84
May-00	232.62	249.68	59.18	0.00	435.36	976.84
Jun-00	232.62	249.68	59.18	0.00	435.36	976.84
TOTAL	3,274.62	3,497.94	698.76	0.00	8,277.54	15,748.86
AVG	272.89	291.50	58.23	0.00	689.80	1,312.41

DOLLARS BY TYPE OF WORKER

FY2000-2001	SUPERVISOR	CREWLEAD	SWEEPER	TRIMMER	MAINT WORK	TOTAL
Jul-00	232.62	249.68	59.18	0.00	435.36	976.84
Aug-00	232.62	249.68	59.18	0.00	435.36	976.84
Sep-00	232.62	249.68	59.18	0.00	435.36	976.84
Oct-00	232.62	249.68	59.18	0.00	435.36	976.84
Nov-00	310.16	249.68	59.18	0.00	435.36	1,054.38
Dec-00						0.00
Jan-01						0.00
Feb-01						0.00
Mar-01						0.00
Apr-01						0.00
May-01						0.00
Jun-01						0.00
TOTAL	1,240.64	1,248.40	295.90	0.00	2,176.80	4,961.74
AVG	248.13	249.68	59.18	0.00	435.36	992.35

TIME BY TYPE OF WORKER

FY1998-1999	SUPERVISOR	CREWLEAD	SWEEPER	BLDG MAINT		MAINT WORK	TOTAL
				TRIMMER			
Jul-98	8.00	10.00	2.00	0.00		30.00	50.00
Aug-98	8.00	10.00	2.00	0.00		30.00	50.00
Sep-98	8.00	10.00	2.00	0.00		30.00	50.00
Oct-98	8.00	10.00	2.00	0.00		30.00	50.00
Nov-98	8.00	10.00	2.00	2.00		30.00	52.00
Dec-98	8.00	10.00	2.00	0.00		30.00	50.00
Jan-99	8.00	10.00	0.00	0.00		30.00	48.00
Feb-99	8.00	10.00	2.00	0.00		30.00	50.00
Mar-99	8.00	10.00	2.00	0.00		30.00	50.00
Apr-99	8.00	10.00	2.00	0.00		30.00	50.00
May-99	8.00	10.00	2.00	0.00		30.00	50.00
Jun-99	8.00	10.00	2.00	0.00		30.00	50.00
TOTAL	96.00	120.00	22.00	2.00		360.00	600.00
AVG	8.00	10.00	1.83	0.17		30.00	50.00

TIME BY TYPE OF WORKER

FY1999-2000	SUPERVISOR	CREWLEAD	SWEEPER	BLDG MAINT		MAINT WORK	TOTAL
				TRIMMER			
Jul-99	8.00	10.00	2.00	0.00		30.00	50.00
Aug-99	8.00	10.00	2.00	0.00		30.00	50.00
Sep-99	8.00	10.00	2.00	0.00		30.00	50.00
Oct-99	8.00	10.00	2.00	0.00		30.00	50.00
Nov-99	8.00	10.00	2.00	0.00		30.00	50.00
Dec-99	8.00	12.00	2.00	0.00		36.00	58.00
Jan-00	8.00	12.00	2.00	0.00		36.00	58.00
Feb-00	6.00	8.00	2.00	0.00		24.00	40.00
Mar-00	6.00	8.00	2.00	0.00		16.00	32.00
Apr-00	6.00	8.00	2.00	0.00		16.00	32.00
May-00	6.00	8.00	2.00	0.00		16.00	32.00
Jun-00	6.00	8.00	2.00	0.00		16.00	32.00
TOTAL	86.00	114.00	24.00	0.00		310.00	534.00
AVG.	7.17	9.50	2.00	0.00		25.83	44.50

TIME BY TYPE OF WORKER

FY2000-2001	SUPERVISOR	CREWLEAD	SWEEPER	BLDG MAINT		MAINT WORK	TOTAL
				TRIMMER			
Jul-00	6.00	8.00	2.00	0.00		16.00	32.00
Aug-00	6.00	8.00	2.00	0.00		16.00	32.00
Sep-00	6.00	8.00	2.00	0.00		16.00	32.00
Oct-00	6.00	8.00	2.00	0.00		16.00	32.00
Nov-00	8.00	8.00	2.00	0.00		16.00	34.00
Dec-00							0.00
Jan-01							0.00
Feb-01							0.00
Mar-01							0.00
Apr-01							0.00
May-01							0.00
Jun-01							0.00
TOTAL	32.00	40.00	10.00	0.00		80.00	162.00
AVG	6.40	8.00	2.00	0.00		16.00	32.40

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *EDM*
SUBJECT: Status Report on the Placentia History Room Project with the City of Placentia
DATE: January 17, 2001

HQT Contractors has confirmed the design for the counters and cabinets but has not yet set a date to begin construction. It is anticipated that this will be done within the next few weeks.

The Placentia Room books were unpacked during the Holiday furlough. Some of the items that are no longer appropriate for that collection are being relocated and/or given to other libraries.

New signage identifying the Placentia History Room is being prepared.



TO: Elizabeth Minter, Library Director

FROM: Julie Shook, Technical Services Manager



DATE: January 17, 2001

SUBJECT: Report on Selection Process for replacement library system for Tri-City Library Network (aka Anaheim Library Constorium)

On January 8th and 9th, five staff members attended various session of the demonstration of the Epixtech Horizon automation system at Anaheim Library. Modules demonstrated included the OPAC, staff PAC, circulation system, acquisitions system, serials, cataloging and ILL.


Scheduled for January 24th and 25th will be the demonstration of the CARL automation system.

Mid-February a system will be selected.

Quotes for a stand-alone system from Dynix/Epixtech are in the process of being obtained in the event that the cost of our continued participation in the Tri-City Library Network is more than we are able to afford.

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees

FROM: Elizabeth D. Minter, Library Director 

SUBJECT: Certification for Partnerships for Change Implementation Grant from the State Library of California. These funds are directed to support the Spanish Literacy project in collaboration with the City of Placentia and Head Start

DATE: January 17, 2001

BACKGROUND

Placentia Library District was awarded \$10,000 for a Partnerships for Change Implementation Grant.

The Certification forms are required for all State Library of California Grants.

RECOMMENDATIONS

Receive & File

LSTA GA Certification

LSTA GRANT AWARD #40-5318

California State Library
Budget Office
P.O. Box 942837
Sacramento, CA 94237-0001

Project Title: Partnerships for Change Implementation Grant
System/Agency: Placentia Library District

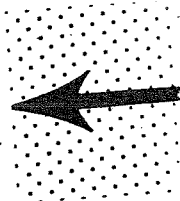
PLEASE COMPLETE AND RETURN THIS PAGE

CERTIFICATION

- I. I affirm that the subgrantee named below is the legally designated fiscal agent for this program and is authorized to receive and expend funds for the conduct of this program.
- II. I affirm that all information provided to the California State Library for review in association with this award is correct and complete to the best of my knowledge; that as the authorized representative of the subgrantee, I have the legal authority to commit my organization to the conditions of this award.
- III. I affirm that any or all other subgrantees participating in the program have agreed to the terms of the application/grant award, and have entered into an agreement(s) concerning the final disposition of equipment, facilities, and materials purchased for this program from the funds awarded for the activities and services described in the attached, as approved and/or as amended in the application.

SIGNED 
Authorized representative

DATE 12/11/00



Elizabeth D. Minter, Library Director

Type or print name and title, of authorized representative

Placentia Library District of Orange County

Legal name of local subgrantee

Partnerships for Change Implementation Grant

Project name as listed on the application

411 East Chapman Avenue

Street address of named subgrantee

Placentia

City

Orange

County

92870

Zip Code

714-528-1925 x.203

Telephone of authorized rep.

Jim Roberts, Public Services Manager

714-528-1925 x.213

Coordinator/Director of program if different

Telephone

Jim Roberts, Public Services Manager, 714-528-1925 x.213

WHO SHOULD RECEIVE NOTIFICATION OF APPROVAL OR DENIAL OF LSTA AWARD:

Jim Roberts, Public Services Manager, 714-528-1925x.213 411 E.Chapman Ave Pla CA 92870

WHO SHOULD RECEIVE INSTRUCTIONS FOR PREPARING REQUIRED REPORTS:

(Provide name, address and telephone number. Use back if needed.)

CALIFORNIA STATE LIBRARY
Library Services and Technology Act
FINANCIAL CLAIM
1ST PAYMENT

FY: 00/01
WP: 99
VENDOR CODE: M692
SCHEDULE NO:

Date: Dec 11, 2000

Claim of: Placentia Library District

Address: 411 East Chapman Avenue Placentia CA 92870

For: Placentia Library District
(Name of System or Agency)

Project Title: Partnerships for Change Implementation Grant


Amount Claimed: \$5,000 Grant Award I.D. Number: 40-5318

For Period From: upon execution to September 30, 2001

Type of Payment: PROGRESS FINAL IN FULL
Payable Upon Execution of Agreement 11/29/00

CERTIFICATION

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

by 
(Signature of the authorized officer of the Fiscal Agency)

Library Director
(Title)

State of California
State Library Budget Office

by _____ date _____

MAIL ONE ORIGINAL SIGNATURE TO:

California State Library
Budget Office - LSTA
P.O. Box 942837
Sacramento, CA 94237-0001

CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTER; AND DRUG-FREE WORKPLACE REQUIREMENTS

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature of this form provides for compliance with certification requirements under 34 CFR Part 82 "New Restrictions on Lobbying, and 34 CFR Part 85, "Government-wide Debarment and Suspension (Nonprocurement) and Government-wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Institute of Museum and Library Services determines to award the covered transaction, grant, or cooperative agreement.

1. LOBBYING

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 34 CFR Part 82, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 34 CFR Part 82 Sections 82.105 and 82.110, the applicant certifies that:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, and officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant the entering into or any cooperative agreement and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;

(b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form -III "Disclosure Form to Report Lobbying," in accordance with its instructions;

(c) The undersigned shall require that the language of this certification be included in the award documents for all awards at all levels (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all subcontractors shall certify and disclose accordingly.

2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS

As required by Executive Order 12549, Debarment and Suspension, and implemented at 34 CFR Part 85, for prospective participants in primary covered transactions, as defined at 34 CFR Part 85, Sections 85.105 and 85.110-

A. The applicant certifies that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;

(b) Have not within a three-year period preceding this application been convicted of or had a civil judgement rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

(c) Are not presently indicated for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and

(d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

3. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 34 CFR Part 85, Subpart F, for grantees, as defined at 34 CFR Part 85, Sections 85.605 and 85.610 -

A. The applicant certifies that it will or will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition.

(b) Establishing an on-going drug-free awareness program to inform employees about -

- (1) The dangers of drug abuse in the workplace;
- (2) The grantee's policy of maintaining a drug-free workplace;
- (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
- (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

(c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a) ;

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will -

- (1) Abide by the terms of the statement; and
- (2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

(e) Notifying the agency, in writing, within 10 calendar days after

convicted employees must provide notice including position title to: Director, OLS/State Programs Division, Institute of Museum and Library Services, 1100 Pennsylvania Avenue, N.W., Room 802, Washington D.C. 20506.

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted -

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement or other appropriate agency;

(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a),(b),(c),(d),(e),and (f).

B. The grantees may insert in the space provided below the site(s) for the performance or work done in connection with the specific grant:


Place of Performance (Street address, city, county, state, zip code)
Placentia Library District

411 East Chapman Avenue

Placentia, CA 92870

Check if there are workplaces on file that are not identified here.

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certification.

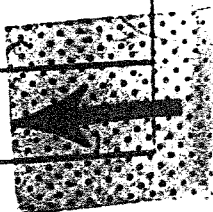
Name of Applicant	PR/Award Number and/or Project Name
Placentia Library District	Library Services and Technology Act (LSTA) Partnerships for Change Implementation Grant
Printed Name and Title of Authorized Representative	
Elizabeth D. Minter, Library Director	
Signature	Date
	Dec 11, 2000

DRUG FREE WORKPLACE
(GRANTEES WHO ARE INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 34 CFR Part 85, Subpart F, for grantees, as defined at 34 CFR Part 85, Section 85.605 and 85.610 -

A. As a condition of the grant, I certify that I will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant and

B. If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, I will report the conviction, in writing, with 10 calendar days of the conviction to: Director, OLS/State Programs Division, Institute of Museum and Library Services, 1100 Pennsylvania Avenue, N.W., Room 802, Washington D.C. 20506. Notice shall include the identification number(s) of each affected grant.



**MINUTES OF THE
PLACENTIA CIVIC CENTER AUTHORITY COMMISSION
November 14, 2000 - 5:30 p.m.
Placentia City Hall**

Agenda Item 27
Page 1 of 1

The meeting of the Placentia Civic Center Authority Commission was called to order at 5:35 p.m. by President Castner.

ROLL CALL:

Present: Lee Castner, President
Chris Lowe, Commissioner
Constance Underhill, Commissioner

Absent: Robin Masters, Commissioner
Saundra Stark, Commissioner

Others Present: Carolyn Davis, City Treasurer
Robert D'Amato, City Administrator
Elizabeth D. Minter, Placentia Library Director
Al Shkoler, President, Library Board of Trustees
Gay Wood, Trustee, Library District
Steven L. Brisco, Director of Finance/Secretary
Chris Becker, Director of Public Works

ORAL COMMUNICATIONS:

None.

MINUTES:

Minutes of the October 3, 2000 meeting were approved.

OLD BUSINESS:

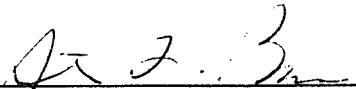
Public Works Director, Chris Becker, distributed a report titled "Civic Center Master Plan Update and Capital Improvement Projects." All present agreed that the Civic Center renovations should not be put off any longer and would like to explore ways to fund this project. It was decided that City staff will further research the possibility of obtaining funding through grants, the Redevelopment Agency, debt, or other avenues. It was agreed to continue the discussion until November 28, 2000 at 5:30 p.m. in the City Hall administrative conference room at which time Finance Director Steve Brisco will report on the cost and terms of funding the projects with debt.

NEW BUSINESS:

Library Director Elizabeth Minter stated that the original contract called for the Library/City electricity charges to be split on a percentage basis. Now that the Library has their own electrical sub-meters it is requested that policy be changed to reflect actual amounts charged by Edison. Commissioner Lowe made a motion to approve request and it was second by Commissioner Underhill. Motion approved.

ADJOURNMENT:

President Castner adjourned the meeting at 6:20 p.m. to the next meeting on November 28, 2000 at 5:30 p.m. in the City Hall administrative conference room.


Steven L. Brisco, Secretary



PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees

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

SUBJECT: Report on the Joint Study Session with the City of Placentia City Council on January 16, 2001 to discuss the City's proposal to the District for financing the District's share of the proposed Civic Center Remodeling project.

DATE: January 17, 2001

BACKGROUND

A Joint Study Session of the District Board of Trustees and the City of Placentia City Council was held on January 16, 2001 at the request of City of Placentia Mayor Chris Lowe to discuss the District's participation in the proposed Civic Center Remodeling Project, and to discuss whether the District could accept the City's financing proposal as developed by City Administrator Bob D'Amato and City Finance Director Steve Brisco and delivered to the District on January 8, 2001. The proposal is Attachment A.

The following conditions were discussed at a meeting of Library Director Minter, City Administrator D'Amato and Finance Director Brisco on January 4, 2001:

- The District would not be a signator to the lease purchased by the City to finance the entire Civic Center project
- The City would make a simple loan directly to the District for the District's share of the project. This loan is estimated to be \$233,241.43.
- The interest rate used for the proposal is 6.5%. Because of the way the payments are structured the long-term rate is under 5%.
- The District will pay all of its interest expenses as they are accrued.
- The interest payments are calculated to be made monthly
- The District would have the right, without penalty, to make principal payments at any time.
- The City will calculate and maintain the financial records at no cost to the District.
- The City desires to finalize the financing arrangements in the month of January 2001



☐ The amount of interest paid from the beginning of the loan (Apr 1, 2001) until the last payment before the beginning of payment of principal (Mar 1, 2005) is \$70,393.00.

Fiscal Year 2000-2001	\$ 4,135.90
Fiscal Year 2001-2002	16,877.87
Fiscal Year 2002-2003	17,435.18
Fiscal Year 2003-2004	18,019.79
Fiscal Year 2004-2005	13,924.26

RECOMMENDATION

Review financing proposal from the City of Placentia and determine whether to accept it.



Rec'd from
Steve Bruce
Jan 8, 2001

Placentia Library Improvements Loan


Date	City Paid Principal (Repayment)	Accumulated Principal	City Interest 6.50%	Lease Interest 5.50%	Payment to City	P & I Payment to Lender	Total Payment
4/1/01	\$ 4,355.35	\$ 4,355.35	\$ -	\$ 1,375.00	\$ 1,375.00	\$ -	\$ 1,375.00
5/1/01	4,375.31	8,730.66	23.59	1,355.04	1,378.63	-	1,378.63
6/1/01	4,395.37	13,126.03	47.29	1,334.98	1,382.27	-	1,382.27
7/1/01	4,415.51	17,541.54	71.10	1,314.84	1,385.94	-	1,385.94
8/1/01	4,435.75	21,977.29	95.02	1,294.60	1,389.62	-	1,389.62
9/1/01	4,456.08	26,433.37	119.04	1,274.27	1,393.31	-	1,393.31
10/1/01	4,476.50	30,909.87	143.18	1,253.85	1,397.03	-	1,397.03
11/1/01	4,497.02	35,406.89	167.43	1,233.33	1,400.76	-	1,400.76
12/1/01	4,517.63	39,924.52	191.79	1,212.72	1,404.51	-	1,404.51
1/1/02	4,538.34	44,462.86	216.26	1,192.01	1,408.27	-	1,408.27
2/1/02	4,559.14	49,022.00	240.84	1,171.21	1,412.05	-	1,412.05
3/1/02	4,580.03	53,602.03	265.54	1,150.32	1,415.86	-	1,415.86
4/1/02	4,601.03	58,203.06	290.34	1,129.32	1,419.66	-	1,419.66
5/1/02	4,622.11	62,825.17	315.27	1,108.24	1,423.51	-	1,423.51
6/1/02	4,643.30	67,468.47	340.30	1,087.05	1,427.35	-	1,427.35
7/1/02	4,664.58	72,133.05	365.45	1,065.77	1,431.22	-	1,431.22
8/1/02	4,685.96	76,819.01	390.72	1,044.39	1,435.11	-	1,435.11
9/1/02	4,707.44	81,526.45	416.10	1,022.91	1,439.01	-	1,439.01
10/1/02	4,729.01	86,255.46	441.60	1,001.34	1,442.94	-	1,442.94
11/1/02	4,750.69	91,006.15	467.22	979.66	1,446.88	-	1,446.88
12/1/02	4,772.46	95,778.61	492.95	957.89	1,450.84	-	1,450.84
1/1/03	4,794.34	100,572.95	518.80	936.01	1,454.81	-	1,454.81
2/1/03	4,816.31	105,389.26	544.77	914.04	1,458.81	-	1,458.81
3/1/03	4,838.38	110,227.64	570.86	891.97	1,462.83	-	1,462.83
4/1/03	4,860.56	115,088.20	597.07	869.79	1,466.86	-	1,466.86
5/1/03	4,882.84	119,971.04	623.39	847.51	1,470.90	-	1,470.90
6/1/03	4,905.22	124,876.26	649.84	825.13	1,474.97	-	1,474.97
7/1/03	4,927.70	129,803.96	676.41	802.65	1,479.06	-	1,479.06
8/1/03	4,950.28	134,754.24	703.10	780.07	1,483.17	-	1,483.17
9/1/03	4,972.97	139,727.21	729.92	757.38	1,487.30	-	1,487.30
10/1/03	4,995.77	144,722.98	756.86	734.58	1,491.44	-	1,491.44
11/1/03	5,018.66	149,741.64	783.92	711.69	1,495.61	-	1,495.61
12/1/03	5,041.67	154,783.31	811.10	688.68	1,499.78	-	1,499.78
1/1/04	5,064.77	159,848.08	838.41	665.58	1,503.99	-	1,503.99
2/1/04	5,087.99	164,936.07	865.84	642.36	1,508.20	-	1,508.20
3/1/04	5,111.31	170,047.38	893.40	619.04	1,512.44	-	1,512.44
4/1/04	5,134.73	175,182.11	921.09	595.62	1,516.71	-	1,516.71
5/1/04	5,158.27	180,340.38	948.90	572.08	1,520.98	-	1,520.98
6/1/04	5,181.91	185,522.29	976.84	548.44	1,525.28	-	1,525.28
7/1/04	5,205.66	190,727.95	1,004.91	524.69	1,529.60	-	1,529.60
8/1/04	5,229.52	195,957.47	1,033.11	500.83	1,533.94	-	1,533.94
9/1/04	5,253.49	201,210.96	1,061.44	476.86	1,538.30	-	1,538.30
10/1/04	5,277.57	206,488.53	1,089.89	452.78	1,542.67	-	1,542.67
11/1/04	5,301.76	211,790.29	1,118.48	428.59	1,547.07	-	1,547.07
12/1/04	5,326.06	217,116.35	1,147.20	404.29	1,551.49	-	1,551.49
1/1/05	5,350.47	222,466.82	1,176.05	379.88	1,555.93	-	1,555.93
2/1/05	5,374.99	227,841.81	1,205.03	355.36	1,560.39	-	1,560.39
3/1/05	5,399.62	233,241.43	1,234.14	330.73	1,564.87	-	1,564.87
4/1/05	(1,339.59)	231,901.84	1,263.39	305.98	2,602.98	5,730.35	8,333.33
5/1/05	(1,346.85)	230,554.99	1,256.13	281.12	2,602.98	5,730.35	8,333.33
6/1/05	(1,354.14)	229,200.85	1,248.84	256.14	2,602.98	5,730.35	8,333.33



Placentia Library Improvements Loan

Date	City Paid Principal (Repayment)	Accumulated Principal	City Interest 6.50%	Lease Interest 5.50%	Payment to City	P & I Payment to Lender	Total Payment
7/1/05	(1,361.48)	227,839.37	1,241.50	231.05	2,602.98	5,730.35	8,333.33
8/1/05	(1,368.85)	226,470.52	1,234.13	205.84	2,602.98	5,730.35	8,333.33
9/1/05	(1,376.26)	225,094.26	1,226.72	180.52	2,602.98	5,730.35	8,333.33
10/1/05	(1,383.72)	223,710.54	1,219.26	155.09	2,602.98	5,730.35	8,333.33
11/1/05	(1,391.21)	222,319.33	1,211.77	129.53	2,602.98	5,730.35	8,333.33
12/1/05	(1,398.75)	220,920.58	1,204.23	103.86	2,602.98	5,730.35	8,333.33
1/1/06	(1,406.33)	219,514.25	1,196.65	78.08	2,602.98	5,730.35	8,333.33
2/1/06	(1,413.94)	218,100.31	1,189.04	52.17	2,602.98	5,730.35	8,333.33
3/1/06	(1,421.60)	216,678.71	1,181.38	26.25	2,602.98	5,730.35	8,333.33
4/1/06	(7,159.65)	209,519.06	1,173.68	-	8,333.33	-	8,333.33
5/1/06	(7,198.44)	202,320.62	1,134.89	-	8,333.33	-	8,333.33
6/1/06	(7,237.43)	195,083.19	1,095.90	-	8,333.33	-	8,333.33
7/1/06	(7,276.63)	187,806.56	1,056.70	-	8,333.33	-	8,333.33
8/1/06	(7,316.04)	180,490.52	1,017.29	-	8,333.33	-	8,333.33
9/1/06	(7,355.67)	173,134.85	977.66	-	8,333.33	-	8,333.33
10/1/06	(7,395.52)	165,739.33	937.81	-	8,333.33	-	8,333.33
11/1/06	(7,435.58)	158,303.75	897.75	-	8,333.33	-	8,333.33
12/1/06	(7,475.85)	150,827.90	857.48	-	8,333.33	-	8,333.33
1/1/07	(7,516.35)	143,311.55	816.98	-	8,333.33	-	8,333.33
2/1/07	(7,557.06)	135,754.49	776.27	-	8,333.33	-	8,333.33
3/1/07	(7,597.99)	128,156.50	735.34	-	8,333.33	-	8,333.33
4/1/07	(7,639.15)	120,517.35	694.18	-	8,333.33	-	8,333.33
5/1/07	(7,680.53)	112,836.82	652.80	-	8,333.33	-	8,333.33
6/1/07	(7,722.13)	105,114.69	611.20	-	8,333.33	-	8,333.33
7/1/07	(7,763.96)	97,350.73	569.37	-	8,333.33	-	8,333.33
8/1/07	(7,806.01)	89,544.72	527.32	-	8,333.33	-	8,333.33
9/1/07	(7,848.30)	81,696.42	485.03	-	8,333.33	-	8,333.33
10/1/07	(7,890.81)	73,805.61	442.52	-	8,333.33	-	8,333.33
11/1/07	(7,933.55)	65,872.06	399.78	-	8,333.33	-	8,333.33
12/1/07	(7,976.52)	57,895.54	356.81	-	8,333.33	-	8,333.33
1/1/08	(8,019.73)	49,875.81	313.60	-	8,333.33	-	8,333.33
2/1/08	(8,063.17)	41,812.64	270.16	-	8,333.33	-	8,333.33
3/1/08	(8,106.84)	33,705.80	226.49	-	8,333.33	-	8,333.33
4/1/08	(8,150.76)	25,555.04	182.57	-	8,333.33	-	8,333.33
5/1/08	(8,194.91)	17,360.13	138.42	-	8,333.33	-	8,333.33
6/1/08	(8,239.30)	9,120.83	94.03	-	8,333.33	-	8,333.33
7/1/08	(8,283.93)	836.90	49.40	-	8,333.33	-	8,333.33
8/1/08	(836.90)	(0.00)	4.53	-	841.43	-	841.43
Total	\$ (0.00)		\$ 60,750.90	\$ 43,821.00	335,807.64	68,764.20	404,571.90

Agenda Item 29

TO: Elizabeth Minter, Library Director
FROM: Jim Roberts, Public Services Manager 
DATE: January 11, 2001
SUBJECT: Status Report on selection of Library Security/Surveillance System.

BACKGROUND:

We have received two estimates on an eight camera surveillance system for the Library. One is from Pelikan Industry, Inc. in Brea and the other is from J.D. Manning & Associates in Irvine.

The Pelikan Industry estimate is \$3,375.09 for the equipment without installation. Installation would be approximately \$640.00, for a total cost of \$4,000-4,100.

J.D. Manning provided two estimates that include installation. One is a Sanyo 8 channel color quad system at \$3,895.89, and the other is a Robot Multiplexer 8 camera system at \$4,170.65. The advantage with the multiplexer system is that you have the ability to focus one camera on a specific area and continue recording on all others.

There is a possibility that the Library will receive another estimate prior to the January 17 Board meeting. If so, that bid will be presented at the Board Meeting.

RECOMMENDATION:

Recommend the Library Board review all bids and select one to purchase.

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director
SUBJECT: Roof Replacement Project
DATE: January 17, 2001

BACKGROUND

Representatives from the contractor have inspected both skylights. They subsequently reported that they believe they can work with the current skylights without any additional cost to the District.

The contractor representative said that they hoped to begin work either the week of January 15 or January 22. However, they will need to work around weather conditions.

The contract documents have not yet been presented to the Library Director for signature.

RECOMMENDATIONS

No Board action is anticipated.



PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *EDM*
SUBJECT: Library Director's Response to Performance Evaluation
DATE: January 17, 2001

President Shkoler and I met in November to discuss the results of the Library Board's evaluation of my performance. The evaluation report is Attachment A.

Vision for the Future of Placentia Library

My vision for Placentia Library is a full-time, seven-day-per-week, full-service public library that serves the reading and information needs of all elements of our population in a comfortable and safe facility.

Some of the components of this vision include:

- 📖 Developing and nurturing an broad base of community support through communications, volunteer programs, Friends of the Library, and services to special-needs populations (literacy, seniors, students, etc.)
- 📖 Assisting the Library Board secure adequate funding for Library collections, programs and facilities through public (tax-based) and private (individual) support. This includes legislative activities and providing leadership for Friends and Foundation projects.
- 📖 Developing a diversity of skills among the staff to address the reading and information needs of the various elements of Placentia's population
- 📖 Developing library services and a collection of materials that reflects the diversity in Placentia's population
- 📖 Ensuring that the staff maintains a level of professional development that enables the Library to provide services that are commensurate with those of other libraries in Southern California
- 📖 Collaborating with the City and non-profit agencies that share the Library's public service goals in Placentia

I believe that it is critical that the public service level should be maintained through collection development and staff-based services even though the staffing level/hours of service are reduced.



Lobbying and professional, voluntary and political organizations.

Securing adequate funding for the Library is one of the prime responsibilities of the Library Board of Trustees. Communicating with individuals or organizations that make funding decisions is a critical element in securing adequate funding.

In some libraries and special districts the trustees are the primary legislative contacts and spend a lot of time on these activities. As unpaid community representatives trustees are frequently more effective at influencing legislators than paid staff. In some libraries the trustees are not comfortable with this role and delegate it to the library director, a professional lobbyist or a professional organization with legislative activities. In some libraries the trustees make a conscious decision to not participate in the legislative process on any level and to just accept the changes brought about by others.

It takes years to build an effective working relationship with a statewide organization or with legislative leadership. It's a relationship that is developed by actively participating in the work of the organization. I spent five years talking with the CSDA leadership and staff about the need to have a representative of non-enterprise districts, especially library districts, serve as a voting member of its Legislative Committee. In the past only elected CSDA officers served on the Legislative Committee and they had little contact with the districts outside their local areas. Naturally, when the CSDA Board changed the Committee composition to include non-enterprise districts they specifically asked for my participation because I was the member that they knew. After serving for two years the Library Board directed me to resign and no one else has been appointed to fill that position. Last year it was the work of the CSDA lobbyist, who continues to seek out my opinion on library-related legislation, and the residual effect of the District's relationship with individual legislators through California Advocates, that resulted in the \$2 million dollar grant to independent special park & recreation and library districts that netted \$72,000 for Placentia Library District. These relationships are not going to remain focused if they are not nurtured.

The Library Director's participation in community organizations (Chamber of Commerce, Rotary, Round Table) increases the Library's visibility with community opinion leaders, recruits volunteers, and develops donors. These relationships are crucial in support of the activities of the Friends and Foundation. Participating in community organizations is very expensive for the Library Director but I accept the role as a community leader as an important facet of my position.

The Library Director is always focused on the philosophy that the Friends and Foundation exist to further the basic work of the Library. The staff support expended on these organizations has resulted in great gains in Library support. The Library Director believes that the investment in the Friends and Foundation is a cost of doing business.

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *EDM*
SUBJECT: Legislative Issues for Fiscal Year 2000-2001
DATE: January 17, 2001

BACKGROUND

Torlakson Bill

California Special District Association (CSDA) Lobbyist Ralph Heim discussed potential property tax legislation with Library Director Minter in early January. On January 9th the District received a copy of a proposed bill by Senator Torlakson, one of the sponsors of the bill that benefited independent special park and library districts last year. The proposed bill is Attachment A.

If this Bill is passed, even if it is modified to have a cap on the percentage transferred, Placentia Library District would be one of the biggest gainers in the State. The Library could be open 7 days per week and have an ample book budget plus money for building maintenance.

Does Placentia Library District plan to provide leadership with the other independent library districts to make enactment of this Bill possible? What steps can and will the District take in support of this Bill?

Governor's Budget

Attachment B is the California Library Association's (CLA) review of library issues addressed in the Governor's Budget. The District will probably receive a similar review from CSDA prior to the Library Board Meeting.

The most important item in the CLA memo for Placentia Library is the proposed augmentation for the Public Library Foundation (PLF) program. This is the only library issue that the Board needs to actively support. What steps can and will the District take in support of this Bill?

RECOMMENDATIONS

1. Identify Trustee activities to support legislation
2. Give direction for future action.

SENATE BILL

No. 94

Introduced by Senators Torlakson and Figueroa

January 16, 2001

An act to add Section 97.45 to the Revenue and Taxation Code, relating to local government finance, and declaring the urgency thereof, to take effect immediately.

LEGISLATIVE COUNSEL'S DIGEST

SB 94, as introduced, Torlakson. Property tax revenue allocations: local library entity.

Existing property tax law requires the county auditor, in each fiscal year, to allocate property tax revenue to local jurisdictions in accordance with specified formulas and procedures, and generally requires that each jurisdiction be allocated an amount equal to the total of the amount of revenue allocated to that jurisdiction in the prior fiscal year, subject to certain modifications, and that jurisdiction's portion of the annual tax increment, as defined. Existing property tax law also reduces the amounts of ad valorem property tax revenue that would otherwise be annually allocated to the county, cities, and special districts pursuant to these general allocation requirements by requiring, for purposes of determining property tax revenue allocations in each county for the 1992-93 and 1993-94 fiscal years, that the amounts of property tax revenue deemed allocated in the prior fiscal year to the county, cities, and special districts be reduced in accordance with certain formulas. It requires that the revenues not allocated to the county, cities, and special districts as a result of these reductions be transferred to the Educational Revenue Augmentation Fund (ERAF) in that county for allocation to school districts, community college districts, and the county office of education.

SB 94

— 2 —

This bill would, for the 2001-02 fiscal year and each fiscal year thereafter, modify these reduction and transfer provisions by prohibiting the allocation to the county's ERAF of any property tax revenues that are otherwise required by law to be allocated to a local library entity, as defined. This bill would require that the reduction, resulting from this prohibition, in the amounts of ad valorem property tax revenue deposited in the county's Educational Revenue Augmentation Fund, be applied exclusively to reduce the amounts of ad valorem property tax revenue allocated from that fund to school districts and county offices of education. By imposing additional duties upon local tax officials in the apportionment of the allocation reductions required by this bill, this bill would impose a state-mandated local program.

The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement, including the creation of a State Mandates Claims Fund to pay the costs of mandates that do not exceed \$1,000,000 statewide and other procedures for claims whose statewide costs exceed \$1,000,000.

This bill would provide that, if the Commission on State Mandates determines that the bill contains costs mandated by the state, reimbursement for those costs shall be made pursuant to these statutory provisions.

This bill would declare that it is to take effect immediately as an urgency statute.

Vote: $\frac{2}{3}$. Appropriation: no. Fiscal committee: yes. State-mandated local program: yes.

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

- 1 SECTION 1. Section 97.45 is added to the Revenue and
- 2 Taxation Code, to read:
- 3 97.45. (a) Notwithstanding any other provision of this
- 4 article, the auditor may not, in allocating property tax revenue for
- 5 the 2001-02 fiscal year and each fiscal year thereafter, allocate to
- 6 the county's Educational Revenue Augmentation Fund any
- 7 property tax revenues that are otherwise required by law to be
- 8 allocated to a local library entity as defined in subdivision (b).

1 (b) For purposes of this section, "local library entity" means
2 both of the following:

3 (1) A county free library, established pursuant to Article 1
4 (commencing with Section 19100) of Chapter 6 of Part 11 of
5 Division 1 of Title 1 of the Education Code, for which a separate
6 property tax rate was levied in the 1977-78 fiscal year.

7 (2) A library established as an independent special district.

8 (c) Any reduction in the amount of ad valorem property tax
9 revenues deposited in the county's Educational Revenue
10 Augmentation Fund resulting from the implementation of
11 subdivision (a) shall be applied exclusively to reduce the amounts
12 that are allocated from that fund to school districts and county
13 offices of education, and shall in no event be applied to reduce the
14 amounts of ad valorem property tax revenues that are allocated
15 from that fund to community college districts.

16 SEC. 2. Notwithstanding Section 17610 of the Government
17 Code, if the Commission on State Mandates determines that this
18 act contains costs mandated by the state, reimbursement to local
19 agencies and school districts for those costs shall be made pursuant
20 to Part 7 (commencing with Section 17500) of Division 4 of Title
21 2 of the Government Code. If the statewide cost of the claim for
22 reimbursement does not exceed one million dollars (\$1,000,000),
23 reimbursement shall be made from the State Mandates Claims
24 Fund.

25 SEC. 3. This act is an urgency statute necessary for the
26 immediate preservation of the public peace, health, or safety
27 within the meaning of Article IV of the Constitution and shall go
28 into immediate effect. The facts constituting the necessity are:

29 In order to immediately begin a program of fiscal relief that will
30 allow local agencies to restore an adequate level of library
31 services, it is necessary that this act take effect immediately.

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RN0100326 PAGE 1

SB94

LEGISLATIVE COUNSEL'S DIGEST

Bill No.

as introduced, Torlakson.

General Subject: Property tax revenue allocations: local library entity.

Existing property tax law requires the county auditor, in each fiscal year, to allocate property tax revenue to local jurisdictions in accordance with specified formulas and procedures, and generally requires that each jurisdiction be allocated an amount equal to the total of the amount of revenue allocated to that jurisdiction in the prior fiscal year, subject to certain modifications, and that jurisdiction's portion of the annual tax increment, as defined. Existing property tax law also reduces the amounts of ad valorem property tax revenue that would otherwise be annually allocated to the county, cities, and special districts pursuant to these general allocation requirements by requiring, for purposes of determining property tax revenue allocations in each

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12/19/00 3:5
RN0100326 PAGE 2

county for the 1992-93 and 1993-94 fiscal years, that the amounts of property tax revenue deemed allocated in the prior fiscal year to the county, cities, and special districts be reduced in accordance with certain formulas. It requires that the revenues not allocated to the county, cities, and special districts as a result of these reductions be transferred to the Educational Revenue Augmentation Fund (ERAF) in that county for allocation to school districts, community college districts, and the county office of education.

This bill would, for the 2001-02 fiscal year and each fiscal year thereafter, modify these reduction and transfer provisions by prohibiting the allocation to the county's ERAF of any property tax revenues that are otherwise required by law to be allocated to a local library entity, as defined.

This bill would declare that it is to take effect immediately as an urgency statute.

Vote: 2/3. Appropriation: no. Fiscal committee: no. State-mandated local program: no.

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12/19/00 3:5
RN0100326 PAGE 1

An act to add Section 97.45 to the Revenue and Taxation Code, relating to local government finance, and declaring the urgency thereof, to take effect immediately.

16689

12/19/00 3:55 ...
RN0100326 PAGE 2

THE PEOPLE OF THE STATE OF CALIFORNIA DO ENACT AS FOLLOWS:

SECTION 1. Section 97.45 is added to the Revenue and Taxation Code, to read:

97.45. (a) Notwithstanding any other provision of this article, the auditor may not, in allocating property tax revenue for the 2001-02 fiscal year and each fiscal year thereafter, allocate to the county's Educational Revenue Augmentation Fund any property tax revenues that are otherwise required by law to be allocated to a local library entity as defined in subdivision (b).

(b) For purposes of this section, "local library entity" means both of the following:

(1) A county free library, established pursuant to Article 1 (commencing with Section 19100) of Chapter 6 of Part 11 of Division 1 of Title 1 of the Education Code, for which a separate property tax rate was levied in the 1977-78 fiscal year.

(2) A library established as an independent special district.

SEC. 2. This act is an urgency statute necessary for the immediate preservation of the public peace, health, or safety within the meaning of Article IV of the Constitution and shall go into immediate effect. The facts constituting the necessity are:

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RN0100326 PAGE 3

In order to immediately begin a program of fiscal relief that will allow local agencies to restore an adequate level of library services, it is necessary that this act take effect immediately.

- 0 -



Glenda M Lockard

From: snegreen <snegreen@cla-net.org>
To: Calix <Calix@listproc.sjsu.edu>
Sent: Wednesday, January 10, 2001 3:43 PM
Subject: News from the Capitol

Post-it® Fax Note 7671		Date
To	MCLS/SLS/Associate	From
Co./Dept.	Member Libraries	Co.
Phone #		Phone # 626/683-9244
Fax #		Fax # 626/683-8097

January 10, 2001

TO: CLA MEMBERS/ SYSTEMS/ NETWORK CONTACTS

FROM: Mike Dillon, Lobbyist
Christina Dillon, Lobbyist

RE: NEWS FROM THE CAPITOL

GOVERNOR RELEASES 2001 BUDGET:

INCREASES FOR PLF AND LIBRARY OF CALIFORNIA INCLUDED

This afternoon, Governor Gray Davis unveiled his proposed Budget for the 2001-2002 fiscal year at a press conference at the State Capitol. The Governor called his Budget, "both responsive and responsible." While the Budget tops out at \$104 billion, roughly fifty percent of the dollars will be committed to one-time funding of programs, and the remaining fifty percent will fund ongoing programs. The Governor said that the lynchpin of the new Budget were the investments made in education, energy, and a prudent reserve. The Governor is proposing a General Fund reserve of just over \$1.9 billion, "given the uncertainty of current revenues, the volatility of the stock market, and other economic risks."

We are pleased to announce that included in the Governor's proposals were two modest increases for both the Public Library Fund and the Library of California - two issues that the Administration had been lobbied heavily on during the Fall legislative Interim. Specifically, the Governor's proposal states:

PUBLIC LIBRARY FOUNDATION - "The Budget provides an augmentation of \$2.1 million for the Public Library Foundation (PLF) program. The PLF allocates State funds to local public libraries for the provision of basic library services such as maintaining service hours and purchasing books. While the statutory funding goal is not fully met, this augmentation will maintain the State's support of this program at the same percentage of the total funding goal as in the current year."

LIBRARY OF CALIFORNIA - "The Budget provides a \$3.2 million augmentation to continue implementation of the Library of California (LOC). The LOC promotes information, technology, and resource sharing among public, private, academic, and special libraries through a system of regional library networks. Any library that is willing to commit to sharing its resources can join the LOC and be reimbursed for its service to Californians who do not constitute its primary clientele. This allows users of smaller libraries to access the resources of more specialized or larger, more well-established libraries statewide. This augmentation will support the expansion of up to six statewide programs administered by regional library networks, such as on-line databases supporting K-12 educational needs."

TRANSACTION-BASED REIMBURSEMENTS - "The Budget includes an augmentation of \$1.25 million to support increased participation in the Transaction Based Reimbursements (TBR) program. The program supports equal access to library materials for all Californians by facilitating the exchange of materials among public libraries throughout the state. The TBR program provides reimbursement for handling costs when a public library lends materials to another library or to a resident of another library jurisdiction."

FAMILIES FOR LITERACY PROGRAM - "The Budget includes a \$500,000 augmentation for the Families for Literacy (FFL) program. The FFL program provides literacy and pre-literacy services, focusing on families with illiterate adults and young children. The program is designed to prevent the inter-generational cycle of illiteracy from impeding children's success in school. This augmentation will expand service to about 3,000 more families (about 8,000 more children) and distribution of an additional 30,000 books annually."

GOVERNOR'S VIEW OF LOCAL ASSISTANCE

In the Governor's Budget Summary document, in "State-Local Assistance" he states, "It is also important to note the significant level of funding that is provided to local governments on an ongoing basis. Although the following list is not all inclusive, it illustrates the general order of magnitude of this existing local government assistance." Following that statement are the itemizations for funding segments in local government such as transportation, water quality control, and cumulative augmentations made to library programs in the last several years. Also contained in the State/Local Assistance section is a proposal by the Governor to appropriate \$250 million to cities, counties, and special districts, which would be distributed half on a per-capita basis and half on an ERAF-style return. This action would be similar to the \$200 million one-time expenditure that local governments received in last year's budget.

Special thanks to all of you who wrote letters in support of the PLF or Library of California over the last several months. We will be working now to increase the augmentation for these two programs in the coming months.

Susan Negreen, CAE
Executive Director
California Library Association
snegreen@cla-net.org

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

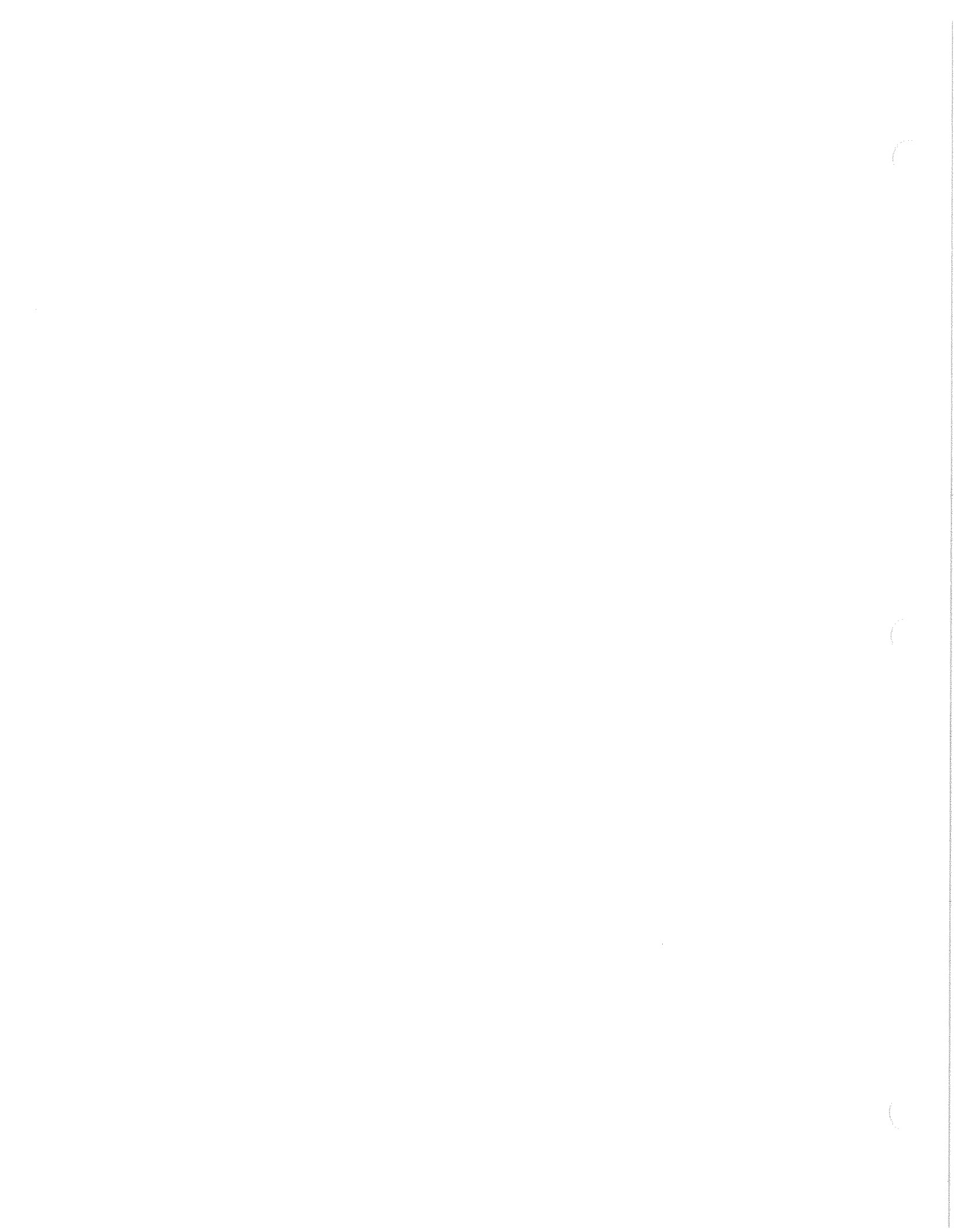
TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *EDM*
SUBJECT: Library Director's Response to Performance Evaluation
DATE: January 17, 2001

BACKGROUND

Library Board President Shkoler asked Library Director Minter to prepare and present a response to her performance evaluation by the Board. The Response will be presented at the Meeting.

RECOMMENDATIONS

Give direction for future action.



PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *EDM*
SUBJECT: Discussion of Holiday Exhibits for ethnic/religious groups
DATE: January 17, 2001

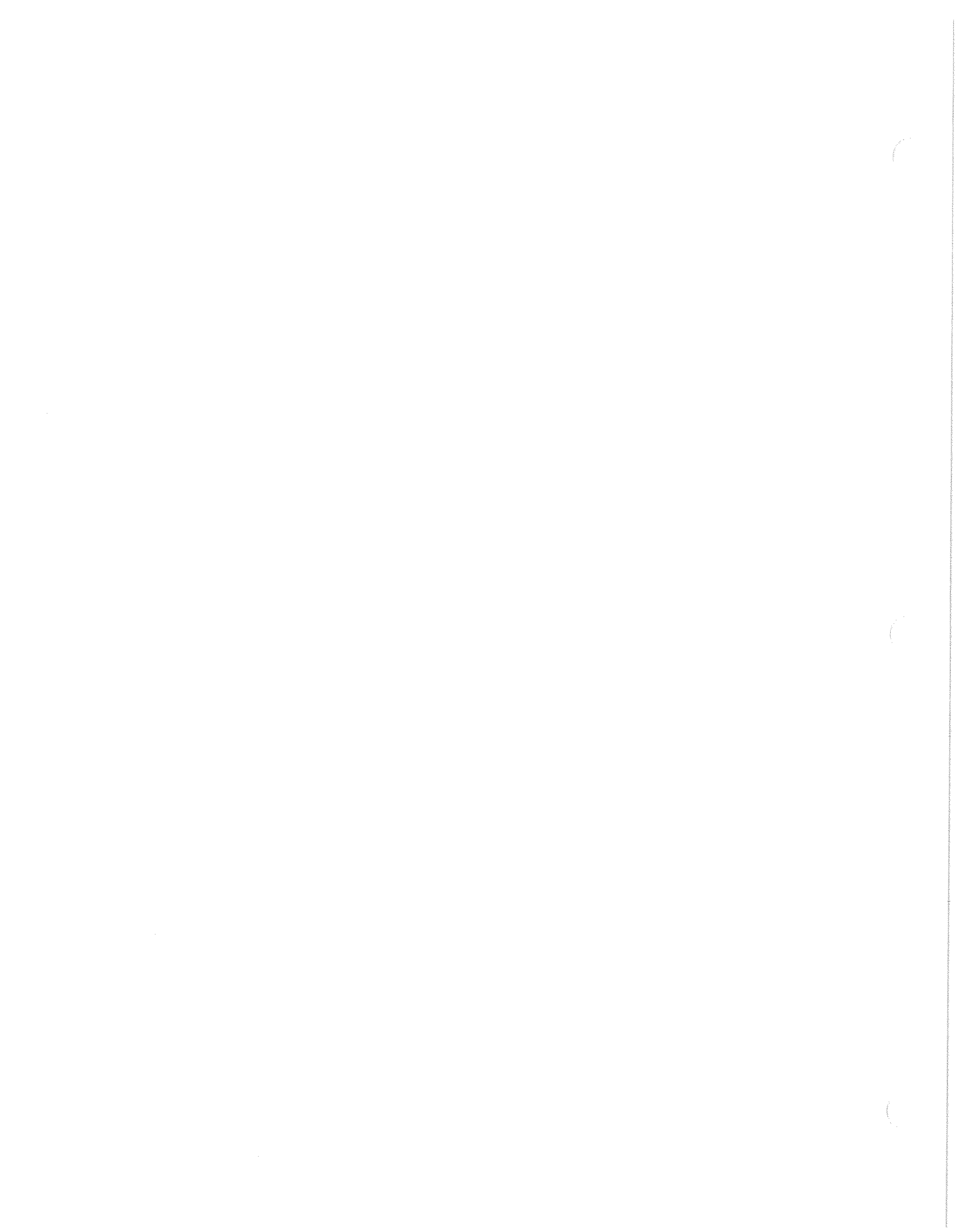
BACKGROUND

At the November Library Board Meeting Trustee Stark requested that the Library Board discuss developing a policy regarding holiday exhibits in the Library that reflect various ethnic/religious groups.

The administrative practice at this time is that the general holiday decorations are to be secular in nature and that individual educational exhibits of various ethnic/religious groups is encouraged through volunteers but not solicited or assembled by Library staff.

RECOMMENDATIONS

Give direction for future action.



PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *EDM*
SUBJECT: Discussion of ways to expand the Library's visibility in the community
DATE: January 17, 2001

BACKGROUND

Trustee Wood requested that the Library Board discuss ways to expand the Library's visibility in the community.

RECOMMENDATIONS

Give direction for future action.



TO: Elizabeth D. Minter, Library Director
 FROM: Wendy Goodson, Administrative Assistant *WG*
 DATE: January 17, 2001
 SUBJECT: **Determine Reinvestment of Certificates of Deposit**

BACKGROUND:

Over ten years ago, Certificates of Deposit were established for backup emergency funds to be used primarily in the event of a payroll shortfall. The certificates are held in amounts of \$5,000 and \$2,500, so that in the event a withdrawal was necessary, the required funds could be withdrawn without disturbing the entire investment.

These Certificates of Deposit have an annual maturity date of January 22. The District has ten days from that date to make alternate decisions for the investment of these funds. The Certificates of Deposit are currently held at Wells Fargo Bank, Placentia. The \$2,500.00 and \$5,000.00 CDs earn an interest at the rate of 5.20% which is rolled into a Savings Account at the same institution. The savings account is earning 2% interest.

Account numbers and values of the Certificates of Deposit are as follows:

174445017	\$5,000.00	174445021	\$2,500.00
174445018	\$5,000.00	174445022	\$2,500.00
174445019	\$5,000.00	174445055	\$2,500.00
174445020	\$5,000.00	174448482	\$2,500.00
174448483	\$2,500.00		
7001118	Savings \$4,887.05		

**COMPARISON OF INTEREST RATES ON CERTIFICATES OF DEPOSIT
 AS OF JANUARY 17, 2001**

Financial Institution	Current Rate	Savings Rate	Penalty for Early Withdrawal
Wells Fargo Bank (formerly First Security bank)	5.20%	2.00%	1 month interest
Sanwa Bank	5.00%	2.00%	1 month interest
Fullerton Community Bank	5.10%	2.00%	1 month interest

RECOMMENDATION: *Pass / Good*

1. Leave Certificates of Deposit at Wells Fargo Bank, Placentia.
2. Take one \$2,500.00 CD and one \$5,000.00 CD plus \$2,500.00 from the Savings Account to make one \$10,000.00 Certificate of Deposit which will earn 5.30%.

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees

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

SUBJECT: **Travel Authorization for the California Special District Association (CSDA) "Practicalities 2001" Local Government Leadership Workshop, the 38th International Conference on Fund Raising, and the California Association of Library Trustees and Commissioners (CALTAC) 2001 Workshop in Library Leadership.**


DATE: January 17, 2001

BACKGROUND

1. "Practicalities 2001" is the biennial board/staff training session conducted by CSDA. Information about the program content and budget is Attachment A. Attendance is recommended for Trustee Braun and Library Director Minter at a cost not to exceed \$1,360 to be paid from the General Fund.
2. Approximately once every five years the International Conference on Fund Raising is held in California. The participants will have an opportunity to attend sessions and to visit the exhibits. Only one day at the Conference is recommended in order to minimize the cost. Information about the program content and budget is Attachment B. Attendance is recommended for Trustee Wood and Library Director Minter at a cost not to exceed \$800 to be paid from the General Fund.
3. The CALTAC "2001 Workshop in Library Leadership" includes a multi-media presentation about the history of California's libraries that was part of the Millennium Library Conference. This presentation itself is worth attendance at this year's Workshop. Attendance is recommended for all Trustees and Library Director Minter at a cost not to exceed \$225 to be paid from the General Fund.

RECOMMENDATION

1. Authorize Trustee Braun and Library Director Minter to attend the CSDA "Practicalities 2001" Workshop, January 31 – February 1, 2001, in Monterey, CA at a cost not to exceed \$1,360, to be paid from the General Fund.

- 
2. Authorize Trustee Wood and Library Director Minter to attend the International Conference on Fund Raising on February 12, 2001, in San Diego, CA at a cost not to exceed \$800, to be paid from the General Fund.
 3. Determine who is able to attend the CALTAC Workshop on Saturday, March 10, 2001 at the Palos Verdes Public Library and authorize attendance at a cost not to exceed 225, to be paid from the General Fund.

Excellence in local government performance and leadership

JOIN US IN SCENIC MONTEREY!

PURPOSE

The challenges of today and tomorrow demand new ways of leading and building strong independent special districts and creating healthier communities in the areas we serve. This workshop is for new and veteran governing officials and managers of special districts. The session will deal with core issues of special district governance and management (legal issues, policy development, financial management, and personnel) but will also bring in interactive dialogue on understanding an agency's purpose and performance.

CSDA has included in the "Practicalities" board/staff training session discussions on understanding appropriate board/staff roles, accountability and outreach efforts and evaluation measures to ensure leadership and an excellence in performance demanded by our constituents.

OBJECTIVES

Participants will:

- Learn how to comply with the Brown Act, (including recent changes), and how to identify conflicts of interest;
- Learn current legal requirements related to drug testing policies, ADA and more;
- Learn how the staff and board can work together to fulfill the district's mission;
- Gain perspective on the responsibilities and privilege of leadership;
- Enhance public outreach skills and stakeholder communication;
- Review current policies on financial, personnel, and board management;
- Build skills related to board oversight and personnel management;

WHO SHOULD ATTEND

Board members/trustees (new and veteran officials), general managers, assistant managers, consultants, legal counsel and anyone who needs to have a better understanding of special district governance and management and is involved with the activities between the board, staff, constituents, community stakeholders, and public policy leaders.

WORKSHOP FORMAT

Through presentations, case studies, sample polices, interactive discussions, and question and answer sessions district administrators will acquire the resources, techniques and skills for effectively and efficiently operating the district. Board members and trustees will acquire the resources, techniques and skills for leading and building strong special districts - for today and tomorrow - in your community.

WORKSHOP LEADERS

Michael Glaze is a frequent speaker at seminars, workshops and conferences throughout California. He specializes in local agency governance and management with a focus on special districts. He has managed special districts since 1982 and is currently General Manager of Oroville-Wyandotte Irrigation District. Mr. Glaze has a Masters in Public Administration and is a past president of CSDA.

Jeffrey A. Meith - a partner in Minasian, Spruance, Baber, Meith, Soares & Sexton LLP. Mr. Meith and his partners represent over thirty-five special agencies which provide a variety of services including water, hydropower, sewer, recreation and street lighting. He has previously made presentations at seminars for both CSDA and the Association of CA Water Agencies.

Constance Rossum is Associate Professor of Marketing and Management and Director of Nonprofit Graduate Programs at Azusa Pacific University. She is also President of Management Directives, Inc. an independent consulting firm for business, the public sector, and nonprofit organizations in the areas of strategic planning, marketing and research. She earned her M.A. in Management and Ph.D. in Education and Management from Claremont Graduate University.

Ralph A. Rossum is the Director of the Rose Institute of State and Local Government and the Henry Salvatori Professor of American Constitutionalism at Claremont McKenna College. He earned his M.A. and Ph.D. from the University of Chicago.



Placentia Library District
 Travel Estimate

Name: Elizabeth Minter
 Event: CSDA Practicalities 2001
 Location: Monterey
 Fund: 2700-00, Staff Out of Town

Date	Wednesday 31-Jan-01	Thursday 1-Feb-01	TOTAL
Registration	195.00		
Hotel	132.00		
Breakfast		provided	
Lunch	15.00	provided	
Dinner	25.00	25.00	
Air/Train			
Local Trans.			
Mileage @ \$.345	129.38	129.38	
Parking/Tolls	13.00	13.00	
Telephone			
Misc.	10.00	10.00	
TOTAL	519.38	177.38	696.75

Name: Geoff Braun
 Event: CSDA Practicalities 2001
 Location: Monterey
 Fund: 2700-02, Board Out of Town

Date	Wednesday 31-Jan-01	Thursday 1-Feb-01	TOTAL
Registration	195.00		
Hotel	132.00		
Breakfast		provided	
Lunch	15.00	provided	
Dinner	25.00	25.00	
Air/Train	200.00		
Local Trans.			
Mileage @ \$.345	13.80	13.80	
Parking/Tolls	10.00	10.00	
Telephone			
Misc.	10.00	10.00	
TOTAL	600.80	58.80	659.60

COMBINED TOTAL \$ 1,356.35

E d u c a t i o n a l S e s s i o n s

The following tracks and sessions are anticipated for Monday, March 12-Wednesday, March 14. Specific dates and speakers for each session are to be announced. Sessions are subject to change as program planning is finalized. Visit the NSFRE Web site www.nsfre.org for information updates.

ANNUAL GIVING Fund-Raising Online: Using the Internet to Acquire and Cultivate Donors • Annual Giving 101 • How Monthly Giving Will Build Donor Loyalty and Boost Your Income • Membership Fund Raising • Annual Giving for the Small Shop: Effective & Efficient Fund Raising • Contrasting Development and Political Fund-Raising Techniques • Five Fundamental Fund-Raising Strategies • Step by Step Planning for Annual Giving • Choosing & Using Fund-Raising Software for the Small Shop • Using the Internet for Fund Raising and Membership Development • Using Gift Clubs Effectively to Enhance Your Development Program • A Very Special Event • Creating a Fund Development Plan that Produces Ownership and Results • Fund Raising on the Web • Retooling for Alumni Connections On-Line

CAREER DEVELOPMENT Don't Look for a Job, Plan for Your Profession • Becoming a Fund-Raising "Mompreneur"/"Dadpreneur" (Home-Based Consulting) • Making Presentations and Communicating • Ten Strategies for Advancing Your Fund-Raising Career • Glass Ceilings/Pay Issues • How Do Minorities Navigate in Majority Fund-Raising Waters? • Making a Successful Transition from Staff to Consultant • Negotiating Skills • Leading without Authority: Getting Things Done When You're Not In Charge • Consulting Issues Forum

CORPORATE/FOUNDATION RELATIONS The Changing Face of Corporate Philanthropy from the Practitioner's Point of View • Proposal Writing • Approaching Foundations and Corporations • Motivators and Barriers to Philanthropic Giving by Entrepreneurs • Go Get that Grant! • Proposal Writing for Small NPOs • Cause/Corporate Marketing Alliances • Virtuous Capital • Trends in Corporate/ Foundation Giving

DONOR RELATIONS Creating New Circles of New Influence • Creative Approaches to Acknowledgement & Recognition • Successful Solicitation from a Donor's Point of View • Researching Potential Funders Online • Getting Off the One-Time Donor Treadmill • Round Up the Usual Suspects • Relationship Fund Raising • North of the 49th Parallel: Canadian Research Resources • How to Conduct the Donor Survey • New Partnerships with Donor Advised Funds • Personal Solicitation Techniques • Federal Grants and Where to Find Them • Research—Why It's Necessary and How • How to Harness the Power of the Internet to Engage Donors and Volunteers • Giving by the New Entrepreneurs • Emerging Wealth and Today's Philanthropist • Silicon Highways and Byways • Online Research

DIRECT RESPONSE Donor Management Systems (even for small shops) • Direct Mail: Successful Strategies for the Small Shop • Direct Mail Fund Raising Across the Borders • A High-Flier and a Bomb! Learning from Two Direct Mail Appeals • Using Your Existing Database to Improve Your Overall Fund-Raising Program • Direct Response Fund Raising: Mastering New Trends for Results • Direct Response Television Fund Raising • World-Class Fund Raising: What's New from Around the Globe • Strengthening Your Charity's Brand for Successful Fund Raising • Maximize Monthly Conversion • Fundraising "Down Under" • Integrated Marketing: DirectMail Fundraising and Telefundraising • Direct Marketing Workshop (in Spanish)

ENDOWMENT/CAPITAL CAMPAIGNS Preparing for Your Capital Campaign • Capital Campaigns and the New Charitable Investors • The Reality of a Capital Campaign (for small development offices) • Strategic Planning for Your Capital Campaign: A Practical Workshop • Capital Campaigns for the One-Person Office • The Nuts & Bolts of Constructing a Case Statement • Harsh New Realities of Campaigning • Why a Feasibility Study? • Jump Start Your Stalled Campaign • Capital Campaign Survival Manual • The Endowment Campaign Made Easy • Prudent Investment for Endowment Building

ETHICS Ethical? You Decide

GOVERNMENT RELATIONS Regulating Online Fund Raising • State Registration and the Future of Solicitation Regulation • Canada's Charities and the Voluntary Sector Initiative • The New Administration: What's Ahead for Charities in the Next Four Years

LEADERSHIP & MANAGEMENT ISSUES The CEO's Role in Fund Raising • ePhilanthropy: Using the Internet to Raise Money and Advance Your Mission • Earned Income and Your Donors • Learning from the Future: The Characteristics of the World's Most Effective Fundraising Organizations • Putting It All Together: Differences and Similarities Between Small and Large Shops • Counting the Cost and Managing the Risk • Diversity Strategies in Fund Raising and Board Development • Accountability in Fund Raising: Beyond Costs to Demonstrating Outcomes and Community Benefits • How Much Money Should You Be Raising? • Conducting an Effective Development Audit • Collaboration and Strategic Mergers • How to Restructure Your Fund-Raising Team • How to Restructure Your Fund Raising Team for the New Millennium

MAJOR GIFTS/ PLANNED GIFTS Planned Giving in Canada • As Good as It Gets—Legacy Fund Raising • Planned Giving - Plain and Simple • Get This Gift . . . And the Next! • Planned Giving for Beginners • Leave a Legacy—Project Impact on Planned Giving Programs • What Am I Gonna' Say? Negotiating the Planned Gift • Overcoming Donor Fatigue • Major Donor Programs for the One-Person Shop • Face to Face—Bequests and Major Gifts. Are Techniques Different? • Planned Giving for the One-Person Development Office • Planned Giving on a Shoestring/in a Smaller Shop • Planned Giving in the New Millennium • Donor Research for the Major Gift • High Tech Donor Forum • Estate Gifts for Charity • A Field of Dreams: A Practical Guide to Major Gifts • Developing Cultivation/Solicitation Strategies Based on the Seven Faces of Philanthropy • 15 Steps to Successful Major Gifts • Major Gifts & Personal Visits—Fear Strikes Out • Designing a Successful Planned Giving Program without Technical Expertise • Planned Giving Forum • Advanced Planned Giving Techniques

MARKETING & COMMUNICATION Advanced Online Marketing • Fund Raising Brand Image Building in the Internet Age • Web Off • Successful Website Strategies for Nonprofits • Media Relations • Team New Zealand Winners! • How PR and Marketing Enhance the Fund-Raising Program • Maximizing Media Coverage for Minimum Cost • "The Brand Within"—Building Identity on Mission, History, Values and Vision • A Fund Raising Challenge Down Under: Fund Raising for Australia's Flying Doctors Before, During and After Those Games in Sydney • Using PR Techniques to Enhance Your Organization's Image and Bottom Line

SPECIALIZED INTERESTS How Nonprofits Can Use Internet Technology • Going Global: How to Reach Your Alumni Database • International Capacity Building: Building Local Organizations and Fund-Raising Skills • Privacy and Security on the Internet: Issues for Non-Profit Organizations • Gays and Lesbians as Donors • The Changing Faces of Philanthropy: Accessing Other Traditions of Giving • Going Global: How to Reach Your Alumni • Hispanics as a Fund-Raising Market • Issues in Health-Related Fund Raising • Legal and Financial Issues that Affect Educational Institutions • Women & Philanthropy: New Methods, New Findings, New Voices • Legal and Financial Aspects of Raising Funds in the UK • Trends Affecting Children & Youth Organizations • Diversity Issues

WORKING WITH BOARDS AND VOLUNTEERS Trustee Leadership Development, Dynamics & Directions for the Small Shop • Building a Strong Board—A Fresh Look • How to Make Your Board Better Fund Raisers • Volunteers—The Greatest Donation Is Time! • Development of a Volunteer Base (in Spanish) • Working with Volunteers for Campaign Success • Helping Your Board Do Its Best • Confused? Don't Be! Four Steps to Better Board Leadership • Getting and Keeping a Great Board • Recruiting and Leading Volunteers

Placentia Library District
Travel Estimate

Name: Elizabeth Minter
Event: NSFRE National Conference & Exhibits
Location: San Diego
Fund: 2700-00, Staff Out of Town

Date	Monday
12-Mar-01	
Registration	300.00
Hotel	
Breakfast	
Lunch	15.00
Dinner	20.00
Air/Train	
Local Trans.	
Mileage @ \$.345	
Parking/Tolls	
Telephone	
Misc.	10.00
TOTAL	345.00

Name: Gaeten Wood
Event: NSFRE National Conference & Exhibits
Location: San Diego
Fund: 2700-02, Board Out of Town

Date	Monday
12-Mar-01	
Registration	300.00
Hotel	
Breakfast	
Lunch	15.00
Dinner	20.00
Air/Train	
Local Trans.	
Mileage @ \$.345	89.70
Parking/Tolls	15.00
Telephone	
Misc.	10.00
TOTAL	449.70

COMBINED TOTAL \$ 794.70



2001 Workshops in Library Leadership

PROGRAM

- 9:00 Registration and Coffee
- 9:30 Introduction and Welcome
Cathy Penprase - CALTAC President
- 9:45 "We've Only Just Begun" - a Historical tour
of California as told through it's books
and libraries
Dr. Kevin Starr - State Librarian of California
- 10:30 Break
- 10:45 Proposition 14: Library Bond Act Update
Richard Hall - California State Library
- 12:00 Lunch
- 1:00 Customer Needs in the Twenty-First Century
North: Bryan Godbe-President, Godbe
Research and Analysis
South: Dr. Timothy McLamey-Research
Director, Richard Sales-Sr. Research
Analyst, Godbe Research and
Analysis
- 2:30 Break
- 2:45 The Library of California-Moving Forward
Diana Pague - Director, Library of California
North: Representative from Golden
Gateway Regional Library Network
South: Representative from Arroyo Seco
Regional Library Network
- 3:30 Adjournment



Agenda Item 37

TO: Elizabeth Minter, Library Director
 FROM: Jim Roberts, Public Services Manager JK
 DATE: January 10, 2001
 SUBJECT: Program Committee Report for the month of December

DEPARTMENT	NUMBER OF PROGRAMS	NUMBER OF ATTENDEES
<i>ADULT SERVICES</i>	0	0
<u>TYD Total</u>	1	26
 <i>CHILDREN'S SERVICES</i>		
Community Center		
Story Times	3	19
Headstart Story Times	5	420
Class Visits	1	18
Cub Scout tour	1	2
TOTAL FOR Dec	<u>45</u>	<u>459</u>
YTD TOTAL	<u>168</u>	<u>5,411</u>

<i>LITERACY SERVICES</i>	DEC FY 2000-01	FY2000-01 YTD
Total Tutors	111	159
Total Students	147	188
Total Hours	645	4,011

For more detailed literacy statistics, see page 2 of 2.


To: Elizabeth Minter, Library Director
From: Cyrise Smith, Children's Librarian *MS*
Date: January 17, 2001
Subject: **December Activities in the Children's Department**

Programming- Library on-site programming ended in November. There were no programs in December. Storytime programming will resume in January.

Offsite Programming- Storytimes at the Placentia Community Centers and the Head Start classrooms have continued. There were 3 storytimes at the community centers with a combined attendance of 19. Three storytimes were performed for each of the seven Head Start classes with a combined attendance of 420.

Library Visits- School visits have continued. One class visited during December. A total of 18 children participated in these visits and began checking out the some of the over \$ 3500.00 in new children's Spanish books that have begun arriving in the library. One two-member cub scout group came to the Placentia Library working on their communication merit badges. They had a tour of the Children's Department, hands-on instruction in using the new web-pacs, and a detailed lesson on how to find books using the Dewey decimal system.

Agenda Item 39

TO: Elizabeth Minter, Library Director
FROM: Jim Roberts, Public Services Manager 
DATE: January 10, 2001
SUBJECT: **Placentia Library Literacy Services Activities Report for the month of December.**

Tutor Training. The Literacy Coordinator conducted a tutor training workshop on Sunday, December 17 and ten tutors were trained, six adults and four teens. All ten new tutors are matched and tutoring in the Library. The next tutor training is scheduled for January 7.

New Families for Literacy (FFL) Program Grows. The FFL Program had two new families begin in December for a total of five families now participating in the FFL component. The two new families found out about our FFL program from the flyers we took to the Placentia Head Start. We are still in the process of recruiting additional tutors and families for our new FFL Program.

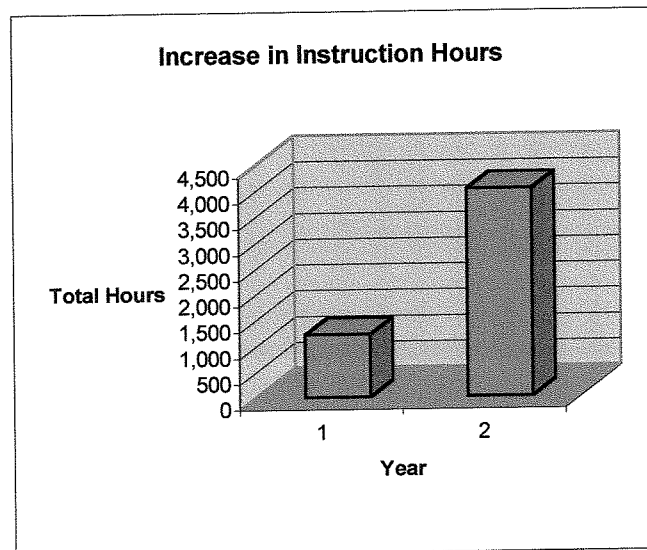
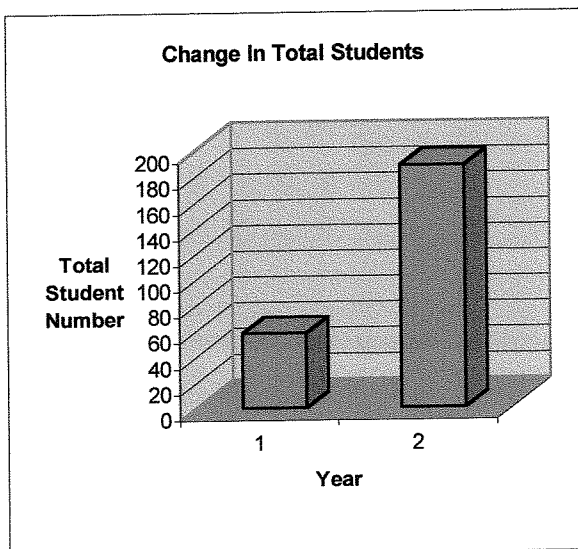
Partnership for Change (PFC) Grant Received. In December, the Library received a letter from the State Library awarding us \$10,000.00 to implement our PFC project, which is continue and enhance the Spanish Literacy class that ended the end of November. Our PFC coalition consists of the Library, the City of Placentia, Placentia Head Start, and Altrusa. We will have a meeting in January 2001 to formulate the budget for the project.

Literacy statistics. See Agenda Item 50 page 2 of 2.

Placenta Library Literacy Services

Report of Growth and Progress

	Dec 1999-01	Dec 2000-01	YTD FY1999-00	YTD FY2000-01
Tutors:				
Adult	42	81	51	87
Teen	NA	31	NA	35
Hours Instruction	160	645	1,208	4,011
Other Volunteer Hours	19	24	498	244
Total Hours	179	669	1,706	4,255
Training Workshops				
Workshops Held	0	1	0	11
Tutors Trained	0	10	0	69
Students				
With Adult Tutors	46	97	58	119
With Teen Tutors	NA	37	NA	46
In Groups	NA	10	NA	18
Families for Literacy				
Family Students	NA	9	NA	9
Family Tutors	NA	8	NA	8
Hours of Instruction	NA	16	NA	35
Total Tutors	42	111	56	159
Total Students	50	147	58	188
Total Instruction Hours	160	645	1,208	4,011



Agenda Item 40

TO: Elizabeth Minter, Library Director
FROM: Jim Roberts, Public Services Manager *JR*
DATE: January 10, 2001
SUBJECT: **Placentia Library Web Site Development Report for the month of December.**

In December, the Placentia Library District had 11,4435 "hits" on the Web Site, an average of 369 a day. Frank Frizell updated the Library's Web Page in December. The following are our year to date statistics:

PlacentiaLibrary.Org Visits getting
the most hits.

Pages Visited	July-00	Aug-00	Sep-00	Oct-00	Nov-00	Dec-00
Borrowers	639	495	482	530	552	637
Friends	639	494	485	543	804	627
Hours	642	493	481	546	562	640
Information	637	500	475	540	561	643
Foundation	633	494	478	543	534	629
History Room	641	496	481	543	535	626
Literacy/CLC Logo	985	766	739	836	831	971
Passports	632	489	483	543	586	632
Total Views Most Hits	3,637	5,934	4,710	4,647	5,210	5,405



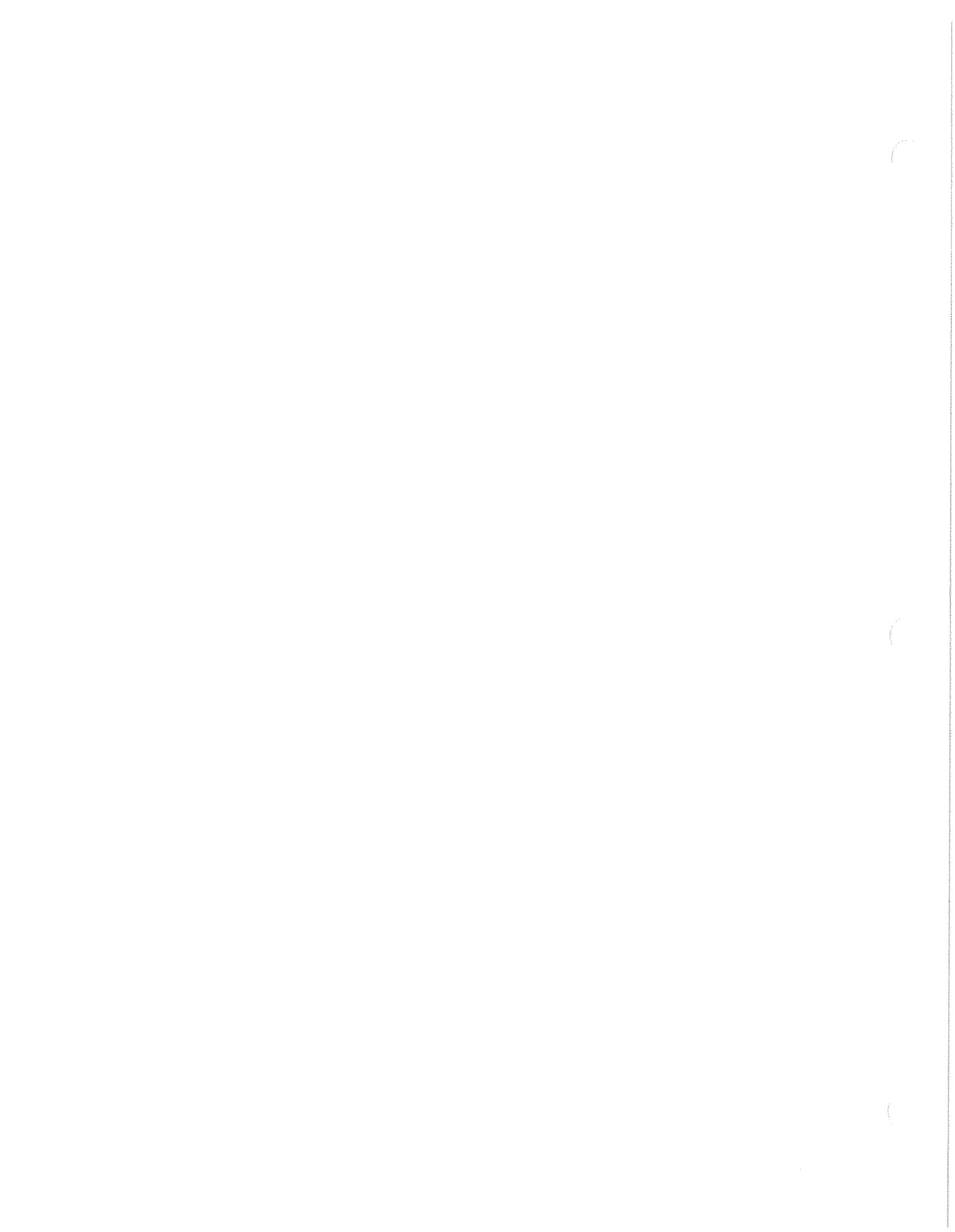
TO: Elizabeth Minter, Library Director
FROM: Cheryl Wilauer, Library Assistant
DATE: January 17, 2001
SUBJECT: **Publicity materials produced for December 2000**

Information on the Placentia Library cable channel #53:

1. Welcome to Placentia Library, address & telephone number.
2. Library Hours
3. Library Board of Trustees
4. Apply for your passport at Placentia Library
5. Literacy Program asking for volunteers
6. Children's storytime, lapsit and musictime programs
7. Friends of Placentia Library Bookstore offering great bargains
8. Special Back Room Book Sale Every 2nd Sunday starting November 12
9. Author's Luncheon March 3, 2001 Tickets on sale mid January.

Newspaper articles published:

1. Friends of Placentia Library Sunday booksale.
2. Literacy Tutor Training.
3. American Association of University Women meets at Placentia Library.
4. Give the gift of literacy to kids.
5. Story times for children for children ages 3 to 6 held at Placentia Library.
6. Marie Schmidt, volunteer in history room shares a recipe.
7. City Resume for Placentia.



pacific clippings

post office box 11789
santa ana, calif. 92711

Placentia News
Weekly

DEC 07 2000

SUNDAY 332

Friends of Placentia Library
sells used books from 1 to 5
p.m. at the library, 411 E. Chap-
man Ave. Call 528-1906.

pacific clippings

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santa ana, calif. 92711

Placentia News
Weekly

DEC 07 2000

TUESDAY

332-Literacy Tutor Training ses-
sions are held at 6 p.m. at the
Placentia Library, 411 E. Chap-
man Ave. Call 528-1906.

Cultural Arts Commission
meets at 7 p.m. at the Commu-
nity Meeting Room, 401 E.
Chapman Ave. Call 993-8117.

Huggin' Hearts Square Dance
Club meets for lessons from
7:30 to 10 p.m. at the Backs
Community Building, 201 N.
Bradford Ave. \$2 per class, \$37
for 17 classes. Call 777-5639.

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santa ana, calif. 92711

Placentia News
Weekly

NOV 30 2000

DEC. 7 332

American Association of Uni-
versity Women meets at 11 a.m.
at the Placentia Library, 411 E.
Chapman Ave. Call 524-7865.

pacific clippings

post office box 11789
santa ana, calif. 92711

Placentia News
Weekly

NOV 30 2000

**Give the gift of
literacy to kids**

The Placentia Library Dis-
trict is searching for volunteer
tutors to help learn to children
read and write. A tutor training
workshop will take place from
1:30 to 4:30 p.m. Sunday at the
library, 411 E. Chapman Ave.
For details, contact Public Ser-
vices Manager Jim Roberts at
524-8408, Ext. 213.

pacific clippings

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

The Register
Daily

DEC 5 - 2000

PLACENTIA 332

Anniversary logo: The
City Council on Tuesday
will select an official em-
blem for Placentia's 75th
anniversary as an in-
corporated city. Of the 26
designs received, four of
them have been chosen as
finalists by the members
of the Cultural Arts Com-
mission. The council is ex-
pected to choose a logo at
the 5:45 p.m. study ses-
sion. The meeting will be
in the Community Room,
401 E. Chapman Ave. In-
formation: (714) 993-8117.

— Karen Robes
(714) 704-3796
krobes@notes.freedom.com

pacific clippings
post office box 11789
santa ana, calif. 92711

Placentia News
Weekly NOV 30 2000

City nears its 75th anniversary

By Karen Robes
Placentia News-Times

332
On Saturday, the city will begin a one-year countdown to its 75th anniversary — and community leaders are losing no time in preparing for a huge fete.

Across town, organizers are assembling their teams, targeting civic projects for completion and planning events for next fall's celebration.

The Cultural Arts Commission recently sponsored a 75th Anniversary Logo Contest. Participants were asked to represent the past, present and future of Placentia.

Todd Gutjahr, liaison to the Cultural Arts Commission, said committee members are also assembling a calendar of events. Gutjahr said he expects the calendar to be ready by January 2001.

Meanwhile, here's a sampling of ideas:

► The Parks and Recreation Services Department is taking orders for commemorative Placentia beanbag bears for the anniversary.

Gutjahr said the toy bears should be available at the city's Dec. 8 tree-lighting ceremony. To place an order, call 993-8232.

► Committee members also formed a subcommittee to help coordinate a Historical Home and Building Tour as part of the festivities. Volunteers are needed to help with the event, set for Nov. 3, 2001. For more information, call 961-1893.

► Meanwhile, the Placentia Library's History Room is expected to be completely renovated in time for the anniversary, and volunteers are needed to prepare for library's grand opening. For details, call 528-1906, Ext. 202.

► Members of the Founders Society recently released a historical video titled, "The Bradford House: Placentia's Tesoro."

75th ✓

FROM 1
75th

The video — produced by Tom Van Winkle and Affiliates and narrated by KOCE reporter Maria Hall-Brown — provides historical background and previews activities at the Bradford House. The video is \$15. To purchase a copy, contact Lynda Baker at 528-4592.

Also in the works is the formation of the city's first Community Band, spearheaded by Mayor Michael Maertzweiler and to be led by band Director Stan Freese.

Maertzweiler said he hopes the band would be able to perform in time for the celebration.

And Gutjahr encouraged the community to join in the preparations.

"The 75th anniversary is a chance for an entire city to join in a celebration of the city's heritage and to celebrate an involvement in the city throughout the years," he said.

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Placentia News
Weekly NOV 30 2000

332
Story times for children ages 3 to 6 are held from 11 to 11:30 a.m. at the Placentia Library, 411 E. Chapman Ave. Free. Reservations are not required. Call 528-1906, Ext. 212.

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post office box 11789
santa ana, calif. 92711

Placentia News
Weekly NOV 30 2000

TUESDAY 332

Literacy Tutor Training sessions are held at 6 p.m. at the Placentia Library, 411 E. Chapman Ave. Call 528-1906.

Wood Carvers meets at 7 p.m. at the Senior Center, 134 Bradford St. Call 986-2332.

Overcomers Outreach meets at 7 p.m. at Rose Drive Friends Church's Room 106, 4221 Rose Drive.

Call 528-6496.

Huggin' Hearts Square Dance Club meets for lessons from 7:30 to 10 p.m. at the Backs Community Building, 201 N. Bradford Ave. \$2 per class, \$37 for 17 classes. Call 777-5639.

Warm start for wintry morning

Tahoe Brunch fills the bill for family meal.

By Karen Robes
Placentia News-Times

Local historian Marie Schmidt waved her hands in the air, flapping away at the smoke wafting from sausage and onions browning in her skillet.

"When you come into someone's home, the last thing you want to do is smell burnt onions," she said, turning off the heat on her stove.

"But it makes a wonderful breakfast."

Schmidt, who acquired the Tahoe Brunch recipe from her neighbor, Shirley Harpole, 25 years ago, didn't know quite the name of the recipe originated.

"You know, I always wondered about it myself," Schmidt said. "I imagined it was something a lot of people like to eat after they've been skiing. Something nice and warm."

"I've been to Tahoe. I didn't ski, but it was a nice place to visit."

Schmidt, who earned her bachelor's degree in home economics from St. Joseph's College in Maryland, considers the kitchen her stomping ground.

"I was supposed to be a dietitian, but I hated it," she said. "I was meant to be a home-maker."

Schmidt, her husband, Fred, and their eight children moved to Placentia 35 years ago from Detroit.

"I love this town," said Schmidt, who agreed to a short tour of the house while the

smoke in her kitchen cleared. "We had just moved here, and when people heard that my husband hurt himself building our bookshelves, suddenly, neighbors came over and brought meals.

"They did good things for us, but that's the way the people in Placentia have always been. It's very friendly. I felt right at home."

Her love for family and community extends beyond the Placentia Library, where she organizes and files old area photographs for the library's History Room.

Her kitchen is adorned with Placentia memorabilia and renderings of the city's old orange packing crates are framed on her walls.

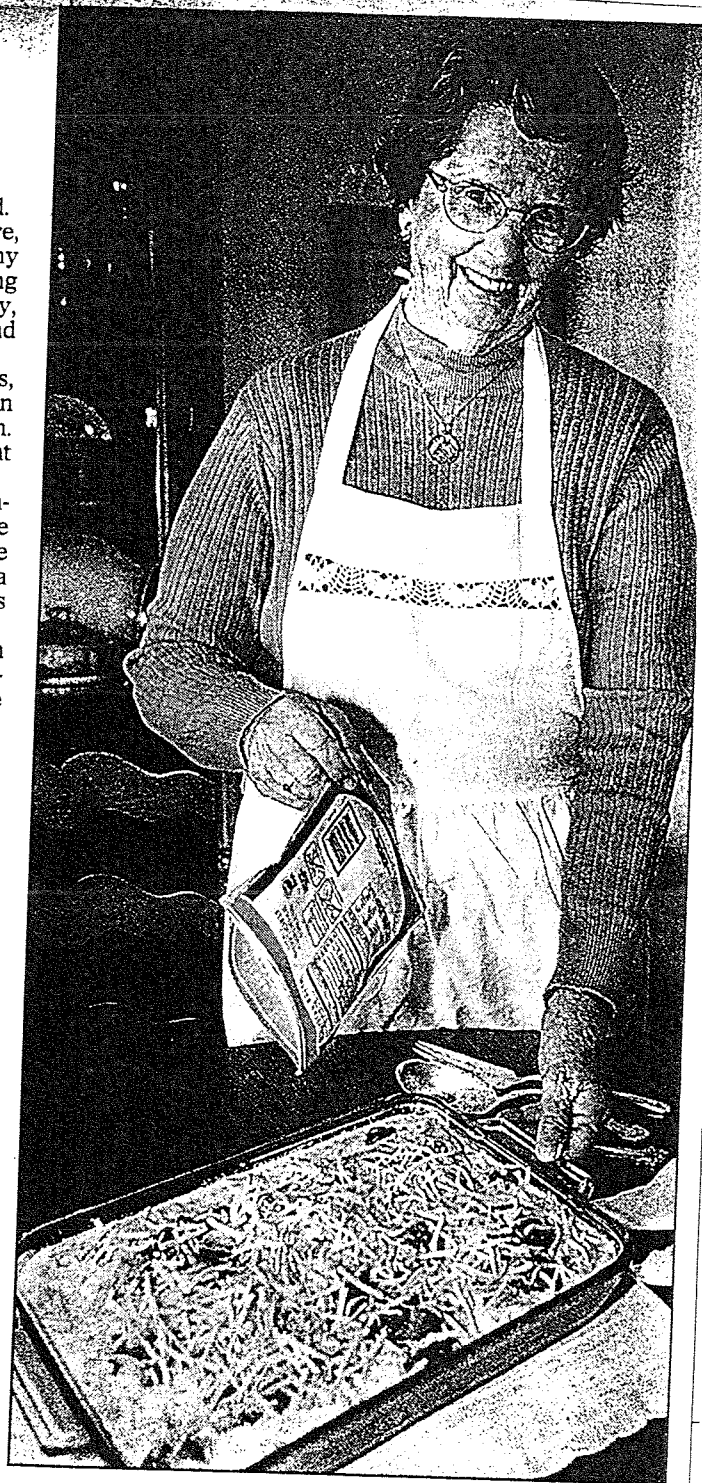
An old black-and-white photo, for example, hangs amid snippets of comic strips and other odds and ends on her refrigerator door. It is a picture of her mother-in-law, Emma Ziegler, with Schmidt's sister-in-law, Dorothy, at the age of 3.

"This was taken in 1906. It's one of my favorite pictures. Doesn't Dorothy look darling? And there's Fred," she said, pointing to her mother-in-law's stomach in the photograph. "He was born months after the picture was taken."

Please see **RECIPE** Page 8

CHRIS WAGNER
Placentia News-Times

Marie Schmidt of Placentia puts the final touches on her Tahoe Brunch recipe before loading it into the oven.



RECIPE

FROM 3

Schmidt peered out her kitchen window, which overlooks her front yard and its

trees.

The autumn leaves drifted softly onto the green grass.

"Placentia is such a quiet place," she said, pausing for a moment before she turned her attention back to the cooking.

"I'm not big on baking desserts," she said, lining a layer

of bread in a baking dish.

"I'm actually better at making meals. I had eight children, so I had more practice at it."

The secret ingredient is the sweet Italian sausage.

"I've tried it with other sausages, but this one seemed to work the best."

Schmidt said the dish was a favorite of her co-workers, as well as her family.

"I used to bring it to potlucks at work. The men loved it. Whenever there was a potluck, they would say, 'Marie, please make your (Tahoe Brunch),' " she said.

"I was always comfortable in the kitchen. I love the creativity, taking all these wonderful things and combining them to make something even more extraordinary, more exciting.

"I've always liked to cook. I seem to have a knack for it."

Recipe of the week

This is the second of a five-week holiday series highlighting community members and their dishes featured in 'A Heritage of Good Food,' a collection of recipes assembled by the city's Heritage Committee in 1997.

The cookbook is available for \$5 at the Recreation Services Office at City Hall, 401 E. Chapman Ave. For details, call 993-8232.

Nov. 23: City Councilman Norm Eckenrode presented Aunt Letta's Salad.

This week: Placentia Historical Committee member Marie Schmidt shares her recipe for Tahoe Brunch.

Dec. 7: Cultural Arts Commission member Jan Lewinson reveals the story behind her Orange Praline Yams.

Dec. 14: Community volunteer John Allday displays his cooking skills in Chocolate Bread Pudding.

Dec. 21: Former Placentia News-Times columnist Lydia Lapeyrolerie prepares her celebrated Chile Rellenos Casserole. Plus, a selection of other choice recipes from the community cookbook just in time for the holidays.



PLACENTIA'S HOLIDAY COOKBOOK



Tahoe Brunch

- Ingredients:**
- ▶ 12 slices bread, crusts removed
 - ▶ 2 1/2 tbsp. softened butter
 - ▶ 1/2 lb. sliced mushrooms
 - ▶ 1/2 cup butter or margarine
 - ▶ 1/2 cup sliced yellow onions
 - ▶ 1/2 lb. mild ground Italian sausage
 - ▶ 1/4 to 1 lb. cheddar cheese
 - ▶ 3 eggs + 2 1/2 cup milk
 - ▶ 1 tsp. dry mustard, 3 tsp. Dijon must.
 - ▶ 1 tsp. ground nutmeg
 - ▶ 2 Tbsp. fresh chopped parsley

How to make it:
Butter bread. Brown onions and mushrooms, season to taste. Brown sausage. Put a layer of bread in 9-inch x 13-inch greased casserole dish and spread with mushroom mix, sausage and grated cheese. Add a second layer of bread, cover with rest of sausage, mushroom and onion mix. Mix eggs, milk, mustards and spices. Pour over casserole. Sprinkle with cheese. Refrigerate overnight. Bake at 350 degrees for 1 hour. Serves eight to 10.

332

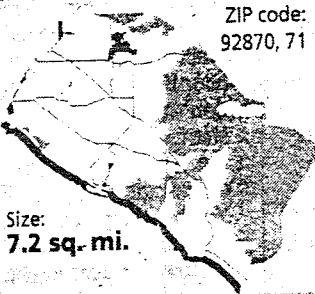
CITY RESUME

PLACENTIA

STATISTICS

Population	49,150*
Median income	\$50,945
People under age 18	26%
Percent unmarried	33%

* 1999 estimate
 Some data from 1990 Census and Dataquick Information Systems.

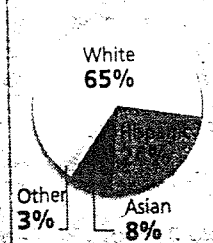


HOUSING

Median home price	\$272,500
Average apartment rent	\$1,038
Housing units	13,569
Apartment occupancy	97.6%
People per household	3.22

1999 Data from Dataquick Information Services and RealFacts. 2.91 countywide

DEMOGRAPHICS



TELEPHONE

City Hall:
 401 E. Chapman Ave.
 (714) 993-8117
Chamber of Commerce:
 201 E. Yorba Linda Blvd., C
 (714) 528-1873
Telephone:
 Pacific Bell
 (800)750-2355

BUSINESSES*

Total	636
Total as a percent of county	0.8%
Total employed	9,902
Employed as a percent of total county	0.9%
Top 5 private employers	
Placentia Linda Hospital	330
Hartwell Corp.	240
Knott's Berry Farm Foods	150
McMullen Argus Publishing Inc.	150
L & L Custom Shutters Inc.	150

*Some information is based on ZIP code boundaries.

TOP THREE MAJOR BUSINESS ACTIVITIES

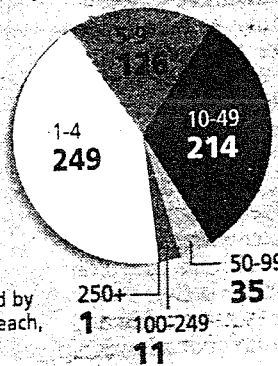
	No. of firms	Percent
Retail trade	120	18.9%
Services: personal, business	112	17.6%
Wholesale trade	104	16.4%

FIRM TYPE

Single location	447
Headquarters	39
Franchises	23
Divisions	11
Branches	116

FIRM SIZE

By number of employees



TAXABLE SALES

\$377 million in 1998, up 9 percent from 1997.

Some business data provided by Inside Prospects, Newport Beach, (949) 660-7777, Web site: www.inside-prospects.com.

BUSINESS LICENSE FEES

For a new retail, wholesale or service business license, the flat fee is \$33, good until the end of the calendar year. For general contractors, it's \$105; subcontractors, \$60, both good for a 12-month period. For professional businesses, the fee is \$60 per professional, \$13 per nonprofessional in the company and good for the fiscal year (July 1 to June 30).

SPECIAL BUSINESS AREAS

For retail areas you'll find
 • Placida Santa Fe, at Santa Fe Street and Bradford Avenue.
 • There are some major retail centers along Yorba Linda Boulevard.
Industrial areas can be found in southern Placentia.

Electricity:

So. California Edison (800) 655-4555

Gas:

So. California Gas Co. (800) 427-2000

Water:

So. California Water (714) 528-1462
 Yorba Linda Water District (714) 777-3018

Trash:

Placentia Disposal (714) 238-3300

INFOSTORE:

Register InfoStore sells City Resumes for incorporated Orange County Cities. Individual resumes are \$5. A package of all cities is \$25. Call (714) 796-6077.

Compiled by The Orange County Register

ITEMS OF INTEREST

Early Spanish settlers called the area "peor que nada," meaning "worse than nothing." The word "Placentia" could be a derivative of a Spanish word meaning "pleasure" or "pleasant." The city says the name means "pleasant place." The city hosts its annual Festival of Arts and Cultures Street Faire in August and Heritage Days Festival and Parade in October.

SAFETY COMMITTEE MEETING
DECEMBER 21, 2000
MINUTES

- I. Call to Order: 9:03 A.M.
- II. Members Attending: Wendy Goodson
Esther Guzman
Katie Matas
Cindy McClain
Cyrise Smith

Members Absent:

III. Old Business

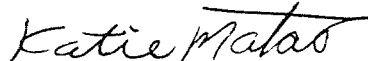
1. The roofing project has been approved. The starting date has not been set.
2. The location and contents of the safety kit was evaluated. A new location and restocking will be reviewed by administration.
3. The janitor closet needs to be straightened to make supplies accessible.
4. Seismic retrofitting of the library building was completed in mid-November.
5. The linoleum floor in the workroom is uneven near the door to the cubicles. Solutions are being reviewed by administration.

IV. New Business

1. Purchase and installation of a security surveillance system is planned for January 2001.

The next meeting will be January 25, 2001 at 9:15 A.M.

Respectfully submitted,



Katie Matas



CONNECTION

LIBRARY OF CALIFORNIA

CALIFORNIA
STATE LIBRARY
FOUNDED 1850

ISSUE No. 6
December 2000

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AROUND THE STATE**

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Libraries from Around the State

California libraries plan for the future

With the dawning of the 21st century, societal trends within the United States and California are emerging that have implications for libraries. Librarians need to pay attention to these issues because of their potential effect on California libraries and on librarians' ability to serve their communities and/or their individual clientele.

Two recently published reports provide librarians with some guidance in identifying these issues.

Meta Information Services, a public opinion research firm hired by the California State Library (CSL), surveyed selected leaders, visionaries, and stakeholders in California and nationwide about the most critical issues facing American society and California within the next five years, and the potential impact libraries could have on effectively dealing with these issues. Meta Information Services researchers Judy Marston and Naomi Holobow interviewed and analyzed the responses of 30 California and other leaders about these issues. Here is a brief summary of their findings:

- The interviewees identified the following as the top three issues facing American society in the next five years:
 - the economic gap - the disparity between the rich and the poor; the haves and the have-nots
 - education
 - increasing globalization of trade, jobs, and products

• Issues confronting California within the next five years were categorized as of primary or of secondary importance:

PRIMARY

- Education

- Economic Development
- Protection of Natural Resources

SECONDARY

- Population Growth
- Protection of Natural Resources
- Immigration

• The interviewees proposed that libraries would have the greatest impact on California in the following ways:

- leveraging applications of technology
- increasing accessibility and availability (i.e. increased hours of operation, outreach to the underserved, etc.)
- acting as a community center
- having libraries adopt a civic leadership role
- focusing on literacy for both children and adults

- reaching out to non-users (children, teenagers, immigrants, non-English speakers, computer illiterates)
- developing partnerships with schools, the media, corporations, and the information industry
- providing training

The results of this survey are being used to help provide a direction for CSL as it develops a long-range strategic plan for implementing the federal Library Services and Technology Act (LSTA) in the state, and in helping assess the goals and priorities of the current 5-year state plan for LSTA, and in determining whether those goals should be changed.

Another recent study of importance to libraries

please see Future, page 2



Library of California board information available on LoC website

Biographical sketches and other information about the Library of California board can be found on the LoC website (www.library.ca.gov/loc/board/). Currently there are 11 board members and two vacancies. The vacancies will be gubernatorial appointees for academic libraries and special libraries. The current members of the LoC board are:

- **James R. Dawe**, president
Represents: Public Library Trustees and Commissioners (CLSB); Public Libraries (LCB)
Residence: San Diego, CA
- **Victoria Fong**, vice president
Represents: Special Libraries (CLSB and LCB)
City: Tiburon, CA
- **Maurice Calderon**
Represents: Limited & Non-English Speaking (CLSB); General Public (LCB)
City: San Bernardino, CA
- **Ed Harris**
Represents: Economically Disadvantaged (CLSB); School Libraries (LCB)
City: Weed, CA
- **John Kallenberg**
Represents: Public Libraries (CLSB and LCB)
City: Fresno, CA
- **Jane Lowenthal**
Represents: General Public (LCB)
City: Encino, CA
- **Mary Purucker**
Represents: School Libraries (CLSB and LCB)
City: Malibu, CA
- **Michael Spence**
Represents: Public-at-Large (CLSB); General Public (LCB)
City: West Covina, CA
- **Susan Steinhauer**
Represents: Public-at-Large (CLSB); General Public (LCB)
- **Sally Tuttle**
Represents: Public-at-Large (CLSB); General Public (LCB)
City: Mokelumne, CA
- **Kim Wang**
Represents: Academic Libraries (CLSB and LCB)
City: Torrance, CA

from page 1

Future

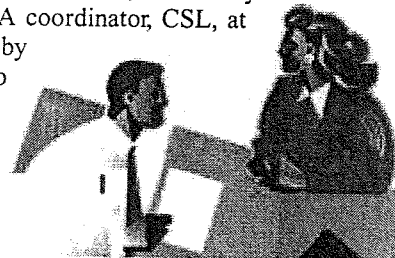
and librarians is the "big picture" information found in the November 2000 issue of *California Journal*.¹ Political editors interviewed political candidates, congressional and legislative staffs, and political consultants in order to obtain information about the top ten issues facing California voters. Not surprisingly, there is convergence between some of the Meta Information Services results and those found by *California Journal*. Although fairly general trends, many of these issues have implications for libraries. Listed in priority order, the top 10 issues facing California voters, according to this survey, are:

- Education
- Health Care
- Transportation
- Environment
- Economic Development
- Public Safety
- Water
- Growth/Sprawl

- Affordable Housing
- Social Security

The Meta Information Services report, *Final Summary Report of In-Depth Interviews with Visionaries and Stakeholders*, was supported by the U.S. Institute of Museum and Library Services under the provisions of the Library Services and Technology Act, administered in California by the state librarian. The report is expected to be available in the future on the California State Library website at www.library.ca.gov.

To obtain copies of the Meta Information Services report, and for further information about revision of the LSTA State Plan, contact Jay Cunningham, LSTA coordinator, CSL, at (916) 653-8112, or by email to jcunningham@library.ca.gov.



School libraries in Sierra Valley region connect to electronic databases

Electric Library, one of the databases licensed by the Sierra Valley Library Network of the Library of California, is enabling students in many elementary, junior, and senior high schools located in northern California to do their research online.

James Dawe, president of the LoC board, says that by offering the Electric Library to libraries within the region a significant step has been taken toward fulfilling the mandate of the legislation in establishing a statewide network of libraries that benefits all the residents of California.

The Sierra Valley Library Network comprises 15 northern California counties, including Sacramento, Yolo, and Merced counties. Public and private libraries in the region can decide to join the LoC and share resources with other libraries, as well as participate in cooperative purchasing and database licensing opportunities. The Electric Library is one of these cooperative licensing opportunities.

K-8 students in the Wheatland School District access Electric Library in their classroom, library, computer lab, and at home. Parents and teachers also have access from each of the school's library websites (www.wheatland.k12.ca.us/libraries.htm) District Librarian Jim Collins reports rave reviews, especially from parents who help their children find current articles from an extensive database of magazines that includes a wide range of interests and reading levels.

"We searched for an online periodical database which was age and interest appropriate," Collins recalls. "Electric Library offers a simple search method for even our youngest students. At the lower grades, students can search *Ranger Rick* for animal articles. In the upper grades, students find supplementary material in *Time* and *U.S. News*. Best of all, the search interface is easy, and the resources are extensive. I don't know how we managed without it."

Penny Kastanis, a coordinator of library credential training at California State University, Sacramento, said that school librarians are especially pleased to be able to add Electric Library to their other Internet resources. "Through the Electric Library they have access to transcripts of news broadcasts, newspaper articles, television scripts, and other kinds of media," she noted.

"As soon as they see what is available to them through this database, they get very excited."

The Electric Library is an online database of magazines, newspapers, books, pictures, and television and radio transcripts, all of which is available through the Internet. Approximately 120 schools in the 15 northern California

counties have access to the Electric Library through the LoC. The public library and community college library members of the Sierra Valley Library Network have access, also, as well as the member libraries within the Golden Gateway Library Network in the Greater Bay Area of California.

The LoC is a law passed in 1998 to improve all Californians' access to

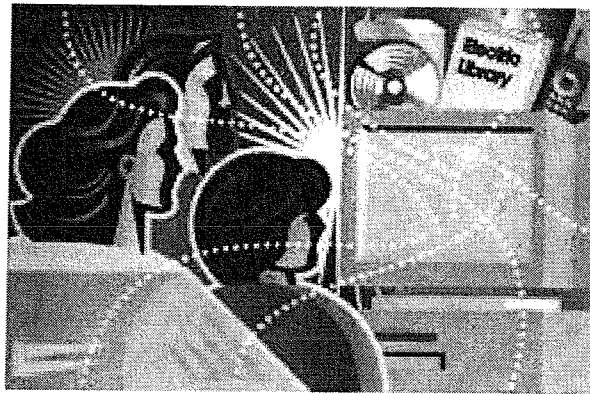
library resources statewide by linking together school, college and university, public, and special libraries so they can share resources. The Sierra Valley Library Network is one of seven regional library networks under the LoC, and includes the following counties: Alpine, Amador, Calaveras, El Dorado, Merced, Mono, Nevada, Placer, Sacramento, San Joaquin, Stanislaus, Sutter, Tuolumne, Yolo, and Yuba.

Other LoC regional library networks have made access available to other licensed databases considered appropriate to their particular membership. More information about these databases will be featured in future issues of *Connection*.

For more information about the Electric Library in the Sierra Valley Library Network, contact Judy Lane, reference coordinator at the Mountain Valley Library System, at (916) 264-2722, or by email to jlane@ns.net.

For general information about the Sierra Valley Library Network, visit their website at www.sierravalley.org. For further information about the network, contact Darla Gunning, Sierra Valley Library Network contact, at (209) 937-8630, or by email to djg.4999@usa.net. To view the websites of the other regional library networks, see www.library.ca.gov/loc/regional/r_projects/index.cfm.

For general information about the Library of California, see the LoC website at www.library.ca.gov/loc/. For further information, contact Diana Paque, Library of California director, at (916) 653-7183, or by email to dpaque@library.ca.gov.



Library of California November board meeting

The following are highlights from the Library of California board meeting on November 9-10 in Santa Clara:

1. Election of board officers for 2001

The board voted unanimously that the Library of California board elect James R. Dawe as president and Victoria F. Fong as vice president of the LoC board for the year 2001.

2. Regional Library Networks

The board voted unanimously to accept the applications of the Arroyo Seco Library Network, the Heartland Library Network, the Sierra Valley Library Network, and the Tierra del Sol Library Network.

3. Regional Library Network Plans of Service Funding

The board authorized the expenditure of \$2,527,000 to support partial implementation of the LoC regional library network plans of service. Expenditure of funds will be limited to the following program categories: reference and information services, delivery, training, administration (including development and support of the network council), public relations, telecommunications, and intraregional communications. These program categories were chosen because the LoC Act states that a regional library network should provide these services to its members. Each regional library network received the same base level of funding of \$361,000 for the period of January - June, 2001 for startup costs and while formula and standards of service levels are being developed for the seven program categories mentioned above.

4. Interlibrary Loan Pilot Program

The board voted unanimously to allocate \$300,000 of fiscal year 2000/2001 LoC funds to extend the current interlibrary loan pilot program through June 30, 2001. The board also voted unanimously to require all libraries enrolled in this pilot program to become a member or participating library of a regional library network of LoC by July 1, 2001.

5. Regional Library Network Membership Issues

The board voted unanimously that membership applications received by the LoC board by December 31, 2000 are eligible to receive membership benefits and services during the 2000/2001 fiscal year if their applications are approved at the February 2001 LoC board meeting. Membership applications received after this date will be considered for membership benefits during the 2001/2002 fiscal year.

6. California Library Services Act Transition Program

The board voted unanimously to request an opinion from the state attorney general's office on transition issues concerning the CLSA systems (as identified in the LoC Act and in CLSA), and that a subcommittee of the board be charged with developing and submitting specific questions to be addressed in the opinion.

7. CLSA Statewide Data Base Program

The board voted unanimously to spend up to \$148,140 of the remaining fiscal year 2000/2001 funds for grants to enrich or enhance the catalog records of public libraries.



Update from the California Center for the Book

Fresno County Library has recently hosted two California Center for the Book events. Fresno residents had the opportunity to view the political process through Hollywood's lens at the library's political film festival October 28 & 29. "Cooks and their Books" is a new series that allows library patrons to commit the cardinal sin of eating and drinking in the library as local cookbook chefs share their favorite recipes. The first program, on November 2nd, featured *Puddings from A to Z: Almond Cream to Zucchini* by Fred Brengelman.

Dr. Gene Golovchinsky, senior research scientist at FX Palo Alto Laboratory, discussed "Reading e-books: the Present and Future of Electronic Reading" at UCLA in October. This program was co-sponsored with the UCLA Department of Information Studies' Forum for the Study of Print and Electronic Culture.

In November at UCLA, Prof. Julie Cohen of Georgetown University Law Center discussed Intellectual Property, Information Privacy, and Intellectual Freedom. Her talk was co-sponsored with the UCLA Department of Information Studies and the UCLA School of Law.

Children of all ages enjoyed the Santa Monica Public Library Children's Book Festival Nov 18th. The festival encouraged children through

the fifth grade to get excited about books and reading. It featured award-winning children's authors and illustrators Sid Fleischman, Karen Winnick, Kathryn Hewitt, Katy Rydell, and included storytellers, readers, a puppet show, a poetry workshop, crafts, hands-on activities, and a special demonstration and workshop on pop-up books. The festival was sponsored by the Friends of the Santa Monica Public Library, with additional support from the California Center for the Book, Target Stores, and Aaroe Associates Charitable Foundation.

In December, the center's Video Author Visits program will feature Mary Higgins Clark and her daughter **VIDEO AUTHOR VISITS** Carol

Higgins Clark. The writers will discuss their new book, *Deck The Halls*, with center director Sid Berger, and the event will be videoconferenced live to audiences in Redding, Nevada City, Woodland, Palm Springs, and Yuba City.

For general information about the California Center for the Book, visit our website at www.calbook.org. For further information about center programs, contact Natalie Cole at (310) 206-9361, or by email at cfb@ucla.edu.



In December

As part of our Video Author Visits series, Mary Higgins Clark and Carol Higgins Clark will discuss their a holiday-themed mystery titled "Deck the Halls" with California Center for the Book Director, Sidney Berger. The authors will be videoconferenced from New York city with local audiences at Shasta College and Sutter County Library. This talk will also be videostreamed over the Internet, and audience members may appear briefly on the webcast.

Monday, December 18, 2000 at 12 noon.

Mary Higgins Clark, America's "Queen of Suspense," and her daughter, best-selling suspense writer Carol Higgins Clark, make their debut as co-authors in the Christmas novel, *Deck the Halls*.

Two sleuths join forces *Deck the Halls* -- Alvirah Meehan, the famous lottery winner and amateur investigator who has appeared in several previous books by Mary Higgins Clark, and Regan Reilly, the savvy young Los Angeles detective featured in the novels of Carol Higgins Clark.

Santa Monica Public Library offers virtual reference service

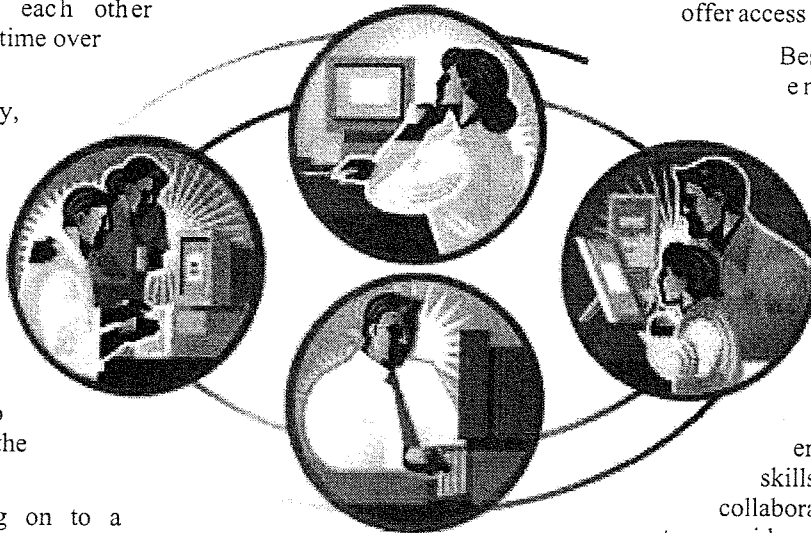
Under a new federally funded program, Santa Monica Public Library is offering interactive reference services to Los Angeles and Orange county residents. This is made possible through the use of special software that allows library patrons and librarians to communicate with each other electronically in real time over the Internet.

Susan McGlamery, coordinator for the 24/7 Reference project, says that this software, generically known as call center software, enables reference librarians to provide real time assistance to their users through the WorldWide Web.

When patrons log on to a library website looking for information, the software will allow the librarian to guide them around the web, directing them to quality sites using a technique called 'follow-me browsing.' The librarian may also choose to "push" selected web pages to the patrons' Internet browser using the 'page-sharing' technique. If patrons decide they would like to search a database or online library catalog on the web, the librarian and patron can work together to fill out a search form using the call center software's 'form-sharing' capabilities. The software works both ways so that patrons can push web pages to the librarian's browser, or they can use 'form-sharing' to show exactly what they have entered in a search form. Throughout the session the library patron and reference librarian can talk back and forth using either the software's built-in chat function, or by phone if the patron has an additional phone line. When the reference transaction is finished, the software sends a complete transcript of the session, including the chat conversation and all the web addresses visited, to the library patron's email for future reference.

Santa Monica Public Library has been offering this service since July 1, 2000, and it is currently available on Saturdays from 10:00 a.m. to 5:00 p.m. and on Sundays from 1:00 p.m. to 4:40 p.m. Other libraries within Los Angeles and Orange counties, including Los Angeles, Alhambra, Fullerton, and Orange public libraries, will offer the service to the public in January 2001. Several academic libraries, such as the University of California, Los Angeles and the University of California, Irvine

libraries, will begin using the software during the winter quarter to assist students and faculty. In the spring, the Library of Congress in Washington, D.C., will join the Metropolitan Cooperative Library System (MCLS) Reference Center in using the software to offer access to subject specialists.



Besides the benefit of enhancing library service to its library users, Nancy O'Neill, reference services supervisor at the Santa Monica Public Library, sees the 24/7 project as an opportunity for reference staff to enhance their reference skills, and for the library to collaborate with other libraries

to provide a broader range of collective services to the communities they serve. According to McGlamery, the provision of services such as 24/7 Reference is critical because more people are using the Internet to obtain information, and they need their information at times when the library is not open. "While nothing can replace the quality of service a person receives at the reference desk in a library, hopefully the 24/7 Reference project and others like it will approximate that same level of service and do it 24 hours a day, seven days a week."

The Golden Gateway Library Network in the Greater Bay Area is also developing a 24/7 Reference project with a commercial library vendor, Library Systems and Services (LSSI). It will be available in early 2001.

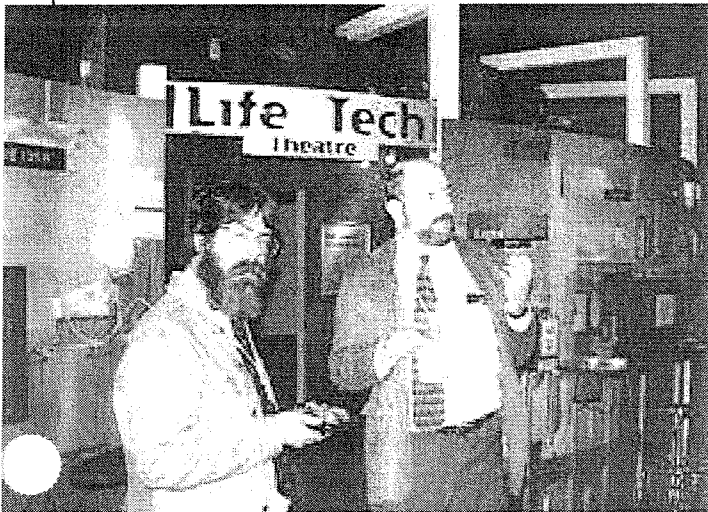
This project is supported in part by the U.S. Institute of Museum and Library Services under the provisions of the Library Services and Technology Act, administered in California by the state librarian.

For general information about the 24/7 Reference project, visit their website at www.247ref.org. For further information, or to test the software, contact Susan McGlamery, reference coordinator for the Metropolitan Cooperative Library System, at (213) 228-7568, or by email to susanmcls@yahoo.com; or contact Liz Gibson, assistant bureau chief, Library Development Services, California State Library, at (916) 653-6752, or by email to lgibson@library.ca.gov.

Digitization Toolkit workshop at CLA gives librarians useful guidelines

At the recent California Library Association (CLA) conference in Santa Clara, the California State Library (CSL) presented a workshop highlighting some of the latest activities and issues in the burgeoning field of digitization.

process by providing references and resources about digitization as well as giving advice on the grant proposal process for possible Library Services and Technology Act (LSTA) funding.



Stephen Klein, left, regional administrator at the County of Los Angeles Public Library, sharing his hors d'oeuvres with David McFadden, senior reference librarian at the Southwestern School of Law Library, in San Jose's Tech Museum during the CLA conference in November. Klein, a graduate of the University of California at Berkeley School of Librarianship, began his career driving a bookmobile in Lake County.

Among the essential points made by the panel of experts were that access and preservation are paramount concerns for digitization projects. They also emphasized that digitization doesn't necessarily result in cost savings, but it does make previously unavailable documents, photographs, or other library materials available in a permanent format for library users. Because of this, libraries with digitized materials must make sure that money and other needed resources are available to maintain them for future use.

In conjunction with numerous digitization projects in California and several multi-state efforts, the CSL has created standards to help guide projects so that resources are effectively used. The California State Library Metadata Standards and California State Library Scanning Standards have been published with the assistance of state and national experts in this area.

The CSL metadata and scanning standards are available on the CSL website at www.library.ca.gov/html/grants.html under the heading of "Digitization Standards." For further information, contact Ira Bray, electronic information resources consultant, CSL, at (916) 653-0171, or by email to libray@library.ca.gov. Ira can also provide additional

information on the workshop and on CSL efforts to assist digitization programs in California.

General information and application materials on LSTA for fiscal year 2001/2002 are also available on the CSL website at www.library.ca.gov/html/grants.html.

Librarians gather in Santa Clara

The annual California Library Association convention drew approximately 1,300 librarians to Santa Clara in mid-November, days after the U.S. elections.

As part of the California Millennium Conference at the convention, State Librarian Kevin Starr presented an overview of libraries in California's past and future. Starr emphasized that libraries were started by the Gold Rush pioneers and have been an integral part of California culture ever since. "The need for libraries has just begun," Starr declared. "What a privilege to be a librarian at the dawn of this millennium."

The theme of the Millennium Conference was to look forward into the new millennium, and the purpose was to prepare librarians to meet the challenges that lie ahead.

A reception in San Jose's Tech Museum on Saturday evening drew a large crowd. Librarians could enjoy a wide array of hors d'oeuvres while inspecting displays of computer and robotic technology.

Digitization projects are of great interest to many libraries now that improved technology and network access has made the ability to utilize digital resources more widespread and reliable. Digital projects present a multitude of challenges for librarians to consider in the midst of this evolving landscape. The CSL assists in this

2001

January 12, 2001

LSTA fiscal year 2001/2002 proposals due

January 12-17, 2001

American Library Association (ALA) Midwinter meeting,
Washington, DC

February 14-16, 2001

Library of California board meeting, Riverside

March 1-3, 2001

Public Library Association (PLA) Spring Symposium, Chicago

March 15-18, 2001

Association of College and Research Libraries (ACRL)
National Conference, Denver

April 25-27, 2001

Library of California board meeting, Sacramento

June 9-14, 2001

Special Libraries Association Annual Conference, San Antonio

June 14-20, 2001

ALA Annual Conference, San Francisco

June 27-29, 2001

Library of California board meeting, Fresno

August 15-17, 2001

Library of California board meeting, San Diego

October 31-November 2, 2001

California School Libraries Association (CSLA)
Annual Conference, Long Beach

November 14-18, 2001

American Association of School Librarians (AASL)
National Conference, Indianapolis, IN

CONNECTION

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future issue of the
Connection are welcomed.
Please submit articles or
suggestions to the *Connection*
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CONNECTION

LIBRARY OF CALIFORNIA

 CALIFORNIA
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 ISSUE Number 7
January 2001

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Library of California News

Seven regional library networks are set to go

Regional representatives, board members, and LoC staff celebrated a momentous event in November as all of the Library of California planning regions became regional library networks. A reception following the November board meeting in Santa Clara celebrated the watershed moment. The LoC board presented a plaque to each regional library network recognizing its formation.

Now with all seven regions approved, and with 1,312 libraries as members, all of the elements for network operations are finally in place. Approval of funding for network operations by the LoC board in November provided the means for all seven of the regional library networks to begin operations on January 1, 2001.

At the November 2000 board meeting, the LoC board granted \$361,000 to each network to provide services to its members for the period of January to June 2001. During this time, the networks will establish operations, develop and deliver services, prepare and approve budgets, and develop plans of service for the upcoming fiscal



James Dawe, LoC board president, Sarah Pritchard, UC Santa Barbara library director, Diana Paque, LoC director, Judith Segel, Black Gold system director, Bessie Tichauer, CSL liaison to Gold Coast, and John Kallenberg, LoC board member, help celebrate Gold Coast's becoming a regional library network

year. Each network is also working with its membership council to select a board of directors for the regional library network, appoint staff, and deliver services as prescribed by the LoC Act. Networks are authorized to expend their funds only on those required elements of the act during this first half year to ensure that all the regional networks begin to establish required services. The required elements are:

- reference and information services (Ed. Code Sect. 18846)
- delivery (Ed. Code Sect. 18842 (c))
- training (Ed. Code Sect. 18845)
- administration, including development and support of the network council (Ed. Code Sect. 18841)
- public relations (Ed. Code Sect. 18847)
- telecommunications (Ed. Code Sect. 18842 (a))
- intraregional communications (Ed. Code Sect. 18842 (b))

For general information about the LoC or the regional library networks, visit the CSL website at www.library.ca.gov/loc. For further information about the regional networks and the LoC, call Diana Paque, LoC director, at (916) 653-7183, or by email to dpaque@library.ca.gov.



LoC board members and CSL staff pose for group photo at regional library network reception.

First row: LoC board members Susan Steinhauser, James Dawe, LoC president, Jane Lowenthal, Sally Tuttle, Victoria Fong, LoC vice president, and Mary Purucker.

Second row: CSL staff Tom Andersen, Diana Paque, and Sandy Habbestad.

Third Row: Christopher Berger—CSL staff, Mark Parker—LDS bureau chief, John Kallenberg, LoC board member, Liz Gibson—LDS assistant bureau chief, and CSL staff Bessie Tichauer and Ira Bray.

Mind Over Mammoth

by Mary Hanson

A new look for California libraries

[Reprinted from the Mammoth Times with permission]

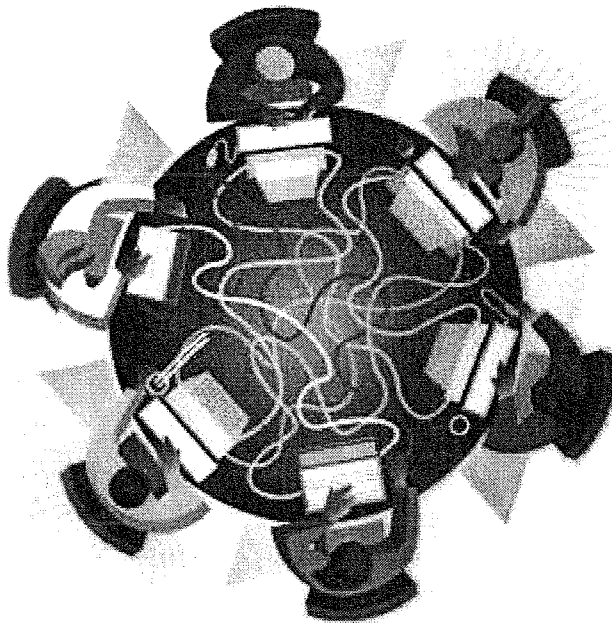
On Nov. 10 a long-held dream became a reality: the Library of California approved seven networks for all regions in California. Library of California: "One Library, 8,000 Doors" is a motto we have worked for for over 10 years. What does that mean? It means cooperation and interlibrary loan among all libraries in the state: not just the public libraries, but also the academic libraries, special libraries and school libraries.

Mono County Free Library is a charter member of the Sierra Valley Library Network, joining 14 other county libraries: Alpine, Amador, Calaveras, El Dorado, Merced, Nevada, Placer, Sacramento, San Joaquin, Stanislaus, Sutter, Tuolumne, Yolo and Yuba. Added to those resources are the libraries of California State University Sacramento and Stanislaus; UC [i.e., University of California] Davis, Columbia College, University of the Pacific and McGeorge School of Law. Some special libraries include the California State Library, California Department of Water Resources/Law Library, E&J Gallo Winery, Sutter Resource Medical Library and the law libraries of Merced, Placer and Sacramento counties. Last but not least are 28 school libraries.

Since the late 1980s the library community has been working on this project. As a System Advisory Board (SAB) member for the Mountain Valley Library System, I attended many meetings (four per year, duplicated in the north and south) in which we determined who should be involved, how it would operate, how to make it fair and how to make it work. During that time technology has changed a lot of what had been perceived as major obstacles. It was a hot day in Fresno when we worked on the final draft of the proposed legislation.

At that time the state funded interlibrary loan and advanced reference only for public libraries. The Mountain Valley Library System saw that the public was being denied a great resource in our service area: Academic and special libraries. So we started to expand by inviting UC Davis and California State University Sacramento and the Los Rios Community College District, the Sacramento County Law Library and the Sutter Resource, among others, to join us as full members. Since the state law did not allow for reimbursement to them for interlibrary loan, we set up a "member share" fee system in which all paid into the system. This prototype of the Library of California has served Mono County well for years.

In 1998 the bill was passed and the Library of California was approved. It has been 18 months of planning and lots of hard work to establish our network: The Sierra Valley Library Network (all kinds of legal steps



had to be taken: 29 pages of bylaws, articles of incorporation, etc.) On Friday, Nov. 10, we became official!

In this technological age, sharing library resources is a lot more than borrowing books (although that is still a major component of the service). Securing access to electronic databases is a great part of what the network can do for the individual, small, rural libraries such as Mono County: OCLC [i.e., Online Computer Library Center, Inc.], which allows you [to] search the collections of other libraries to find a book; First Search, which brings up the full text of magazine articles; and the Electric Library, which gives access to TV scripts, transcripts of news broadcasts, newspaper articles, and other kinds of media.

So come to the library! Whether your branch is Mammoth or Benton, Bridgeport or Coleville, Lee Vining or June Lake, there is a lot more in your library than appears at first glance. There are the books you can see, but there are also the books in 8,000 other libraries!

Thanks to Wally Hoffman, publisher of The Mammoth Times, for his permission to reprint this article.

For general information about the Library of California, visit the CSL website at www.library.ca.gov/loc/. For further information, contact Diana Paque, LoC director, at (916) 653-7183, or by email to dpaque@library.ca.gov.

Meet our Library of California libraries: county law libraries

The Library of California is open to libraries of all types: academic, public, school, special, and county law libraries. So what is a county law library? Have you ever heard of county law libraries? Do you know where your nearest county law library is?

There are county law libraries in all 58 counties of the state. Some of them have several facilities in the county. At the other end of the scale, some are the proverbial "broom closet library" that no one can find. Each county in California is required to have a county law library, and, by law, its main purpose is to provide all Californians living in these counties with the legal information they need to conduct their lives. Currently, 14 county law libraries have become members of the LoC regional library networks.

County law libraries provide a wide variety of legal resources, from standard treatises and codes to online legal services and Internet access for legal research. Since they vary so widely in their size and sophistication, the resources they can make available to the public also vary widely. Ninety percent of the income of California county law libraries derives from a small portion of the filing fees that people must pay when taking a case to civil court. Unfortunately, the total dollar amount of these fees has been steadily decreasing.

Who makes up the clientele of county law libraries? According to an October 2000 survey by the Council of California County Law Librarians, about one half are, as one might expect, attorneys. However, that also means that the other half are not. Five percent identified themselves as paralegals, 9 percent as students, 7 percent

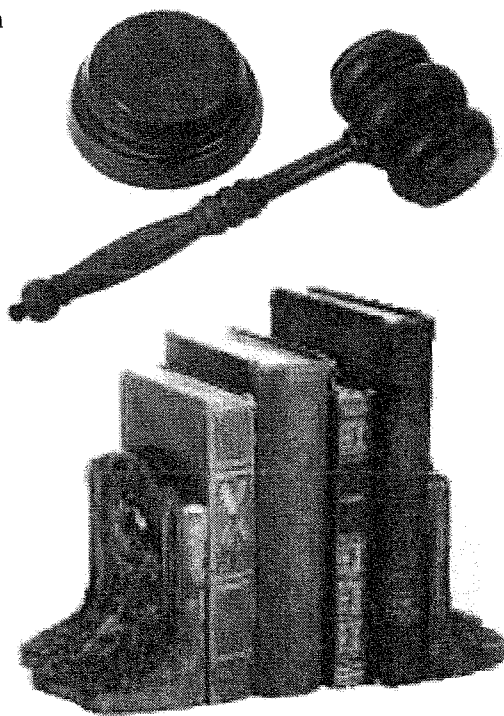
as various other categories of law-related persons, and 29 percent identified themselves as "non-attorneys" or the general public.

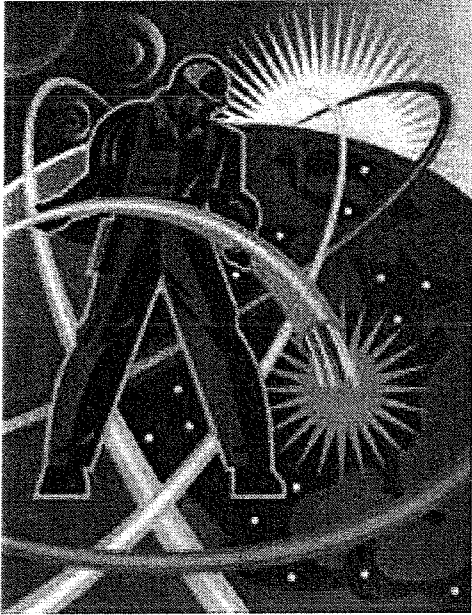
What use do patrons make of their county law libraries? According to this same survey, 43 percent used the county law library to work on a specific legal case, 20 percent needed information unavailable at their office (presumably their law office), 13 percent were trying to draft a legal document, 10 percent needed to find a particular legal form, 9 percent were researching their legal rights, and 6 percent were completing a school assignment.

In an attempt to improve services to Californians and increase their responsiveness to their users, California's county law librarians are currently undertaking a Library Services and Technology Act-funded study of county law library services and their funding options. The results of this study

should be available in October 2001.

If you would like to contact your county law library, each one is listed in the index under the name of its county in the CSL publication *California Library Directory 2000*. To order a printed copy of this publication, include the title, number of copies wanted, and the shipping address of the requesting library and fax the request to Martha Ortiz, LDS bureau, at (916) 653-8443, or mail to California State Library, Library Development Services Bureau, P.O. Box 942837, Sacramento, CA 94237-0001. This directory is also available on the California State Library website at www.library.ca.gov under "Products."





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Bond board faces difficult decisions

The board that will oversee the distribution of bond funds to public libraries in California met late in November and was immediately confronted with two major issues.

One of the knottier problems faced by the board is the definition of "joint use." The \$350-million bond issue passed by the voters in March specifies that preference will be given to projects that involve joint use of the facilities by public libraries and schools. Does this mean that new libraries must be built adjacent to public schools? Or does it mean that public libraries must incorporate study centers and other facilities intended for the use of students? The resolution of this issue promises to be one of the major policy determinations the board will have to make during the coming year.

Another difficult issue was raised by State Treasurer Philip Angelides. He discussed the importance of building planning in bond act applications being guided by principles of sustainable growth and urban planning. State Librarian Dr. Kevin Starr indicated a concern that, while these principles are generally valid, their application without some modification might make it difficult for rural, suburban, and branch library projects to achieve a high enough point score to receive funding. The board will deal with these important-but-potentially-conflicting principles in future board meetings.

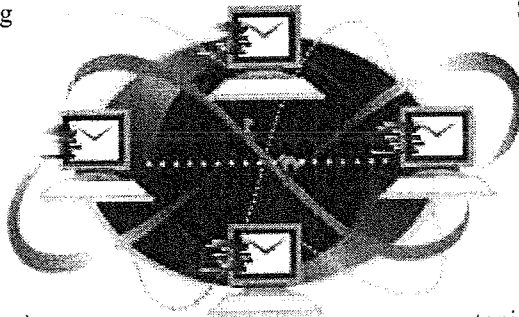
In addition to these two thorny questions, the board must also resolve issues such as how many application cycles will be allowed, how much time to allow between application cycles, and dozens of other matters that must be embodied in clearly written rules to ensure a fair and efficient construction program.

Following the meeting of the bond act board, staff have held informal public hearings in Temecula, San Jose, Pasadena, and Sacramento to receive oral and written comments on all aspects of the rules and regulations that will eventually guide the distribution of funds.

Richard Hall, manager of the bond act, says that a summary of the comments received will be presented at the next meeting of the board, which has not yet been scheduled.

Internet filtering mandate passed by Congress

A rider amendment requiring schools and libraries to use Internet filters in order to receive federal technology funding passed both houses of Congress as part of the Labor H H S Education Appropriations Bill (HR 4577) and has been forwarded to the president for his signature.



Services (IMLS), which administers the LSTA federal grant program, reports that they are requesting legal advice from their counsel on interpretations and requirements of the amendment's provision, should it be signed by the president.

The "Children's Internet Protection Act," or CIPA, targets four separate federal funding sources relating to information technology: school technology funds under the Elementary and Secondary Education Act (ESEA), library technology funds under the Library Services and Technology Act (LSTA), E-rate discounts for schools, and E-rate discounts for libraries. If it becomes law, CIPA will require that schools and libraries install and use a "technology protection measure," or Internet filter, that controls access to material considered harmful to children 16 years of age and younger.

Jane Heiser, of the Institute of Museum and Library

For more information on this topic, visit any of the following web sites: the Washington, DC office of the American Library Association, at www.ala.org/washoff/alawon/alwn9100.html, the Center of Democracy and Technology at www.cdt.org or the University of Tennessee, Knoxville at web.utk.edu/~wulf/filterindex.html. The University of Tennessee site provides general information about filtering issues, including a section entitled "Some Organizations in Favor of Internet Filtering."

To read a copy of CIPA as passed by Congress, see www.cdt.org/legislation/106th/speech/001218cipa.pdf.

LSTA proposals due by January 12, 2001

In August 2000 State Librarian Kevin Starr announced that Library Services and Technology Act (LSTA) funds are available for the 2001/2002 fiscal year. The first part of the LSTA application procedure, the funding proposal, must be submitted to the Library Development Services bureau of the California State Library by January 12, 2001 at 4:30 p.m. This is the date the proposals must be received at CSL.

The proposal is the first of a two-step procedure for applying for LSTA grant funds. In a couple of pages it outlines the library program, concept, or service for which the applicant library is requesting grant funds. LSTA is a

competitive grant program, so review of the proposal will be

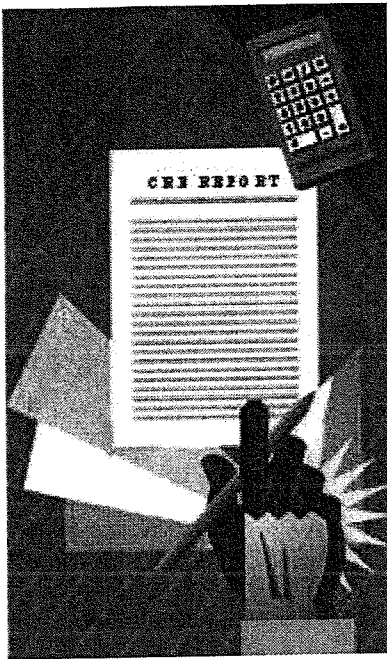


judged on its competitiveness with other submitted proposals. The state librarian will send a letter to all those submitting LSTA proposals advising them on the competitiveness of their proposals. These will be sent out April 9-13, 2001 by mail. Completed applications may then be submitted, which will be due at LDS on June 11. The grant awards will be announced after the state librarian has decided which of the submitted projects will receive LSTA funding. The projects can officially begin once the applicant library receives the state librarian's LSTA grant award letter.

LSTA is a federally-funded grant program for libraries administered by the Institute of Museum and Library Services (IMLS). It provides local assistance grants to libraries in the areas of technology innovation, resource sharing, multitype library networking, and targeted services to the underserved, disadvantaged, geographically isolated, or illiterate. Libraries of all types, academic, corporate, institutional, public, school, and special, are all eligible for funding.

For general information on LSTA, or to find an application packet, visit the California State Library Web site at www.library.ca.gov/html/grants.html. For further information on LSTA, contact Jay Cunningham, LSTA program coordinator, CSL, at (916) 653-8112, or by email to jcunningham@library.ca.gov.

For general information about IMLS, visit their website at www.imls.gov.



Selected CRB reports on different issues available to libraries

Since its founding in 1991, the California Research Bureau (CRB) of the California State Library has provided objective, nonpartisan research to the governor's office, both houses of the California legislature, and elected state officials. The CRB publishes in-depth reports on a wide variety of public policy-related topics that could result in current or future legislation. If the governor, state legislator, or elected public official commissioning the research gives his or her permission, these reports are available for the general public to read. Below is a list of recent CRB publications that might be of interest to librarians:

- *A Coordinated Approach to Raising the Socio-Economic Status of Latinos in California*, edited by Elias Lopez, Ginny Puddefoot, and Patricia Gandara. Report No. CRB-00-003. March 2000.

Current projections estimate that Latinos in California will comprise over 40 percent of the state's population and will be the largest ethnic group by the year 2025. As a group, however, they have not attained a high level of education. This report outlines an approach for raising the socio-economic status of Latinos within the state.

- *County Services: A Tale of Eight Counties*, by Jennifer Swenson. Report No. CRB-99-003. February 1999.

This report, commissioned by the Senate Local Government committee, examines the effect of the Educational Revenue Augmentation Fund (ERAF) shifts on local government services in Alameda, Lake, Los

Angeles, Merced, Placer, Riverside, Santa Clara, and Solano counties.

- Lopez, Elias. "Major Demographic Shifts Occurring in California." *CRB Notes*, vol. 6, no. 5 (October 1999).

Since 1940 California's demography has changed. This report identifies four major demographic shifts in the state: natural increase as the most important source of population growth; domestic and/or international migration's importance to California's population increase; ethnic diversity and its effect on the majority population in the state; the number of persons 65 years and over.

- *Profile of California Computer and Internet Users*, by Rosa Maria Moller. Report No. CRB-00-002. January 2000.

Those having access to computer technology and those who do not, commonly known as the "digital divide," is the focus of this report that profiles computer and Internet use and users within California.

The above CRB reports are available on the CSL website at www.library.ca.gov under the heading CRB Reports. To order any of these publications, include the title of the publication, the CRB report number, the number of copies wanted, and the shipping address of the requesting library. Requests can be placed by phone to the CRB at (916) 653-7843, or by email to crb@library.ca.gov, or by mail to California State Library, California Research Bureau, P.O. Box 942837, Sacramento, CA 94237-0001.

Library recruitment program addresses the shortage of librarians



Marion, the stereotypical librarian, has retired. Her replacement, Flo, the info pro, is a librarian of the new millennium. She speaks the lingo of the webmasters; is well versed about digital libraries, electronic books (e-books), and other technologies; and can speak fluently about traditional library philosophies and practices. Unlike Marion, high technology and other private sector companies seek Flo's skills and knowledge of information organization and retrieval. Upon receiving her master's degree in library and information science, Flo is lured into working for private industry where stock options, signing bonuses, high salaries, and other perks are hard to ignore.

In the booming technology industry in California, the



value placed on librarians' skills and knowledge has made these types of library careers highly attractive for new library school graduates. At the same time, however, the pool of new library school graduates considering careers in public

libraries has almost evaporated. From one end of the state to the other, libraries are having difficulty finding and hiring librarians to serve remote or rural populations, non- or limited-English speaking populations, seniors, children, and all the other segments of California's population. To help address this problem, the California State Library initiated the Public Library Staff Education Program in 1998. Funded with federal LSTA grant funds, this program seeks to increase the number of librarians, and library staff members, available to provide library services to all residents of the state, especially in underserved communities. This is achieved through the provision of tuition reimbursement, on a competitive basis, to individuals employed in California public or county law libraries who are seeking their master's degree in library and information science.

As one library director comments, "This type of grant is extremely valuable as it encourages the best paraprofessionals to pursue a master's and helps the library to retain and 'grow' excellent, future leaders in the

profession. With the competition what it is today for librarians, this grant offers a public library the opportunity to keep good people."

Under this program, employees of public and county law libraries who have been working in their positions for at least a year, and have been accepted into an American Library Association accredited graduate library education program, are eligible to apply for tuition reimbursement. Applications are generally mailed out to all California public and county law libraries, and to California library education programs in late spring of each year, with the application due in late summer. A selection committee reviews the applications, and only the most competitive applications receive funding. Actual awards are made to the library where the person applying for tuition reimbursement works. This library is responsible for administering the funds to the student under the terms of the program.

Currently over 70 public or county law library staff members are receiving full or partial tuition reimbursement for their studies. Since the first awards that were made in 1998/99, many of these individuals have received their master's degree in library science, and have been promoted to, or have secured, professional library positions.

Since the need to recruit or "grow" librarians is a statewide problem, a committee composed of public library representatives from across the state worked on development of this program. That committee consisted of: Ray Schroff, Tehama County Library; Ken Yamashita, Stockton-San Joaquin County Public Library; Krystal Roberts, San Francisco Public Library; Julia Orozco, Salinas Public Library; Grace Francisco, Oceanside Public Library; and Cliff Lange, Carlsbad Public Library.

This project is supported by the U.S. Institute of Museum and Library Services under the provisions of the Library Services and Technology Act, administered in California by the state librarian.

For general information on the Public Library Staff Education Program, visit the CSL website at www.library.ca.gov/html/libserv.html. Under "Funding Programs," click on the Public Library Staff Education Program. For further information, contact Kathy Low, human resources and recruitment consultant, CSL, at (916) 653-6822, or by email to klow@library.ca.gov.

2001

January 12, 2001

LSTA fiscal year 2001/2002 proposals due

January 12-17, 2001

American Library Association (ALA) Midwinter meeting, Washington, DC

January 17, 2001

Robert Hass, former poet laureate for the U.S., reads his poetry in the auditorium of the Resources Building, 1416 Ninth St., Sacramento at 5:00 p.m., sponsored by the California State Library and the Resources Agency.

January 23, 2001

Gary Snyder reads from his poetry at a celebration for a new anthology, *The Literature of California*, published by the University of California Press, at 3:30 p.m. in the California Room, Fourth Floor, State Capitol Building, Sacramento.

At 5:00 p.m. in the Second Floor Rotunda there will be a reception hosted by Robert M. Hertzberg, speaker of the California Assembly, in honor of the book. The reception and reading are sponsored by the Speaker's Office, the California State Library, the U.C. Press, and U.C. Davis.

February 14-16, 2001

Library of California board meeting, Riverside

March 1-3, 2001

Public Library Association (PLA) Spring Symposium, Chicago

March 15-18, 2001

Association of College and Research Libraries (ACRL) National Conference, Denver

April 25-27, 2001

Library of California board meeting, Sacramento

June 9-14, 2001

Special Libraries Association Annual Conference, San Antonio

June 14-20, 2001

ALA Annual Conference, San Francisco

June 27-29, 2001

Library of California board meeting, Fresno

August 15-17, 2001

Library of California board meeting, San Diego

October 31-November 2, 2001

California School Libraries Association (CSLA) Annual Conference, Long Beach

November 2-5, 2001

California Library Association (CLA) Annual Conference, Long Beach

November 5-7, 2001

Library of California board meeting, Long Beach

November 14-18, 2001

American Association of School Librarians (AASL) National Conference, Pittsburgh, PA

CONNECTION

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Articles for inclusion in a
future issue of the
Connection are welcomed.
Please submit articles or
suggestions to the *Connection*
editor, Robert Daseler.



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Board & Administrator

FOR BOARD MEMBERS

January 2001 Vol. 17, No. 5

Editor: Jeff Stratton

Board Doctor[®] question and answer session: the board member's "Consultant" role

**Offering your
skills to the
nonprofit**

Board member question: "We have a board member who is threatening to resign unless the executive director fires a staff member," says an East Coast board member.

"The board member is a marketing professional, and he volunteered his skills to the executive director to help improve our marketing and public relations. He has been working directly with our staff on some promotional efforts.

"Now, however, he's started voicing his dissatisfaction at our board meetings about the amount of media coverage our organization receives.

"The complaint, as he sees it, is that the staff is not being responsive to his suggestions for how we should promote ourselves. He has an agenda for what should be done by the staff and a timeline for when it should be done.

"But the board member doesn't inform our executive director of the requests he makes of staff.

"What are some good rules of thumb for board members to keep in mind when they volunteer their professional skills to help the organization?"

Answer: It's important for board members to remember that they really serve their organization in two roles: 1) as members of a board team that sets policy for the nonprofit, and 2) as consultants to their executive director who volunteer their skills and expertise.

The two roles should not be mixed.

As a board member, a simple way to keep the two roles straight is to imagine that you have two hats, and you wear them at different times, when appropriate.

"What are some good rules of thumb for board members to keep in mind when they volunteer their professional skills to help the organization?"

You wear your policy-maker hat when you meet with the full board to set direction and make policy for the nonprofit.

But when you remove your policy-maker hat and put on your consultant hat, and volunteer to help with staff duties, your role changes distinctly.

When you wear your consultant hat, you are not a board member. You have the same authority as a staff member or any other volunteer at the organization. You have no authority to direct or give orders to the organization's staff and you report to your administrator. When you volunteer your skills or the administrator requests your consultation, the administrator is free to either accept or reject your advice in the areas that he or she decides. ■

Assess your board's understanding of roles and responsibilities

The January issue of *Board & Administrator* is the perfect time to reassess your board's commitment to board roles and responsibilities. It's a new year, and time to make new commitments. Take a look at the following Roles and Responsibilities Statement and analyze how effectively your board meets these responsibilities.

Roles and Responsibilities Statement for a Board Member

	Effective	Needs Improvement
1. As a member of the full board, supervise the nonprofit's chief executive officer		
2. Regular attendance at board meetings		
3. Serve on at least one committee		
4. Represent the nonprofit in the community by: <ul style="list-style-type: none"> • being a knowledgeable spokesperson • distributing informational materials, as appropriate • bringing feedback to the nonprofit about community concerns • linking potential donors and volunteers • suggesting persons in need of services 		
5. Govern through board action by: <ul style="list-style-type: none"> • approving an annual budget, reviewing an annual audit, and monitoring the nonprofit's overall financial condition • hiring and evaluating the executive officer • goal setting and long range planning • annual program evaluation • adopting key operating policies and procedures • developing and monitoring key management policies 		
6. Attendance at board development and education programs		
7. Support fund raising activities: <ul style="list-style-type: none"> • by taking a leadership position in giving through an annual gift • by promoting the activities of the nonprofit • by linking the nonprofit with community resources/in-kind services you may be familiar with 		

EDM

MEMORANDUM

City of Placentia

TO: City Administrator
FROM: Director of Finance
DATE: January 11, 2001
SUBJECT: Placentia Civic Center Authority: Proposed Financing Options for Library Major Maintenance

At the annual meeting of the Placentia Civic Center Authority (Authority) the City Public Works Director reported that the Library and City Hall buildings, as well as the common area between them, is in need of major maintenance. The Authority Board Members are in agreement that the maintenance is necessary, however, the cost is prohibitive for the Library District (Library). The Authority Board Members suggested that financing the work might be a way to complete the maintenance in an affordable manner for the Library. However, Board Members representing the Library stated that paying debt service for their share of the loan would be impossible for about four years; they indicated that they can however, make small payments until April 2005. At that time they have indicated they could afford annual debt service payments of \$100,000.

City staff learned that a lease loan was available from La Salle National Bank at an annual interest rate of 5.5% and the term of the loan can be up to 15 years. If financing is approved by Council, staff will seek bids from qualified lenders. To accommodate the needs of the Library, the City will borrow enough money to pay for both the Library's share of the work as well as the City's share. Finally, to keep payments low enough for the Library, the City would pay Library principal payments until April 2005. The City would be compensated for lost interest earnings due to diverting cash for investments to Library debt service at a rate of 6.5%. With those requirements in mind Library and City staff created several financing models until an acceptable compromise was crafted.

The proposed details are presented as follows:

- City will make a lease loan with a lender for the amount needed for both the Library and the City maintenance. The lease loan will be in the City's name only.
- The estimated terms are: interest rate at 5.5% for five years. Combined principal of \$600,000.
- The Library share is \$300,000.

- The City will pay all monthly payments (City share and Library share) to the lender.
- The Library will pay to the City annual interest of 6.5% times Accumulated Principal (Schedule A) for lost investment revenue. (Schedule A, City Interest column)
- Beginning April 2005 the Library will make monthly payments of \$8,333.33 to the City (\$100,000/12 mo. = \$8,333.33).
- Beginning April 2005 the Library will pay to the City full amortization of the Library share of the lease loan. (Schedule A, P & I Payment to Lender column)
- Beginning April 2005 Library will begin paying down the balance of City Paid Principal balance of \$233,241.43. (Schedule A City Paid Principal column)
- Beginning April 2006 all Library payments will amortize the remaining outstanding balance of the City Paid Principal. (Schedule A, City Paid Principal column and City Interest column)
- Total interest cost to Library is \$104,571.90 (\$60,750.90 + 43,821.00) over nearly 7 1/2 years.
- Approximate average annualized percentage rate (APR) is 4.9% due to increasing payments to \$100,000 per year.
- Schedule B is the amortization schedule for the full share of the Library loan with the lender.
- Schedule C is the amortization schedule for the City's principal payments to the lender for the Library

Steven L. Brisco
Steven L. Brisco *SB*
Director of Finance

Attachments: Schedules A, B, and C

Placentia Library Improvements Loan

Date	City Paid Principal (Repayment)	Accumulated Principal	City Interest 6.50%	Lease Interest 5.50%	Payment to City	P & I Payment to Lender	Total Payment
4/1/01	\$ 4,355.35	\$ 4,355.35	\$ -	\$ 1,375.00	\$ 1,375.00	\$ -	\$ 1,375.00
5/1/01	4,375.31	8,730.66	23.59	1,355.04	1,378.63	-	1,378.63
6/1/01	4,395.37	13,126.03	47.29	1,334.98	1,382.27	-	1,382.27
7/1/01	4,415.51	17,541.54	71.10	1,314.84	1,385.94	-	1,385.94
8/1/01	4,435.75	21,977.29	95.02	1,294.60	1,389.62	-	1,389.62
9/1/01	4,456.08	26,433.37	119.04	1,274.27	1,393.31	-	1,393.31
10/1/01	4,476.50	30,909.87	143.18	1,253.85	1,397.03	-	1,397.03
11/1/01	4,497.02	35,406.89	167.43	1,233.33	1,400.76	-	1,400.76
12/1/01	4,517.63	39,924.52	191.79	1,212.72	1,404.51	-	1,404.51
1/1/02	4,538.34	44,462.86	216.26	1,192.01	1,408.27	-	1,408.27
2/1/02	4,559.14	49,022.00	240.84	1,171.21	1,412.05	-	1,412.05
3/1/02	4,580.03	53,602.03	265.54	1,150.32	1,415.86	-	1,415.86
4/1/02	4,601.03	58,203.06	290.34	1,129.32	1,419.66	-	1,419.66
5/1/02	4,622.11	62,825.17	315.27	1,108.24	1,423.51	-	1,423.51
6/1/02	4,643.30	67,468.47	340.30	1,087.05	1,427.35	-	1,427.35
7/1/02	4,664.58	72,133.05	365.45	1,065.77	1,431.22	-	1,431.22
8/1/02	4,685.96	76,819.01	390.72	1,044.39	1,435.11	-	1,435.11
9/1/02	4,707.44	81,526.45	416.10	1,022.91	1,439.01	-	1,439.01
10/1/02	4,729.01	86,255.46	441.60	1,001.34	1,442.94	-	1,442.94
11/1/02	4,750.69	91,006.15	467.22	979.66	1,446.88	-	1,446.88
12/1/02	4,772.46	95,778.61	492.95	957.89	1,450.84	-	1,450.84
1/1/03	4,794.34	100,572.95	518.80	936.01	1,454.81	-	1,454.81
2/1/03	4,816.31	105,389.26	544.77	914.04	1,458.81	-	1,458.81
3/1/03	4,838.38	110,227.64	570.86	891.97	1,462.83	-	1,462.83
4/1/03	4,860.56	115,088.20	597.07	869.79	1,466.86	-	1,466.86
5/1/03	4,882.84	119,971.04	623.39	847.51	1,470.90	-	1,470.90
6/1/03	4,905.22	124,876.26	649.84	825.13	1,474.97	-	1,474.97
7/1/03	4,927.70	129,803.96	676.41	802.65	1,479.06	-	1,479.06
8/1/03	4,950.28	134,754.24	703.10	780.07	1,483.17	-	1,483.17
9/1/03	4,972.97	139,727.21	729.92	757.38	1,487.30	-	1,487.30
10/1/03	4,995.77	144,722.98	756.86	734.58	1,491.44	-	1,491.44
11/1/03	5,018.66	149,741.64	783.92	711.69	1,495.61	-	1,495.61
12/1/03	5,041.67	154,783.31	811.10	688.68	1,499.78	-	1,499.78
1/1/04	5,064.77	159,848.08	838.41	665.58	1,503.99	-	1,503.99
2/1/04	5,087.99	164,936.07	865.84	642.36	1,508.20	-	1,508.20
3/1/04	5,111.31	170,047.38	893.40	619.04	1,512.44	-	1,512.44
4/1/04	5,134.73	175,182.11	921.09	595.62	1,516.71	-	1,516.71
5/1/04	5,158.27	180,340.38	948.90	572.08	1,520.98	-	1,520.98
6/1/04	5,181.91	185,522.29	976.84	548.44	1,525.28	-	1,525.28
7/1/04	5,205.66	190,727.95	1,004.91	524.69	1,529.60	-	1,529.60
8/1/04	5,229.52	195,957.47	1,033.11	500.83	1,533.94	-	1,533.94
9/1/04	5,253.49	201,210.96	1,061.44	476.86	1,538.30	-	1,538.30
10/1/04	5,277.57	206,488.53	1,089.89	452.78	1,542.67	-	1,542.67
11/1/04	5,301.76	211,790.29	1,118.48	428.59	1,547.07	-	1,547.07
12/1/04	5,326.06	217,116.35	1,147.20	404.29	1,551.49	-	1,551.49
1/1/05	5,350.47	222,466.82	1,176.05	379.88	1,555.93	-	1,555.93
2/1/05	5,374.99	227,841.81	1,205.03	355.36	1,560.39	-	1,560.39
3/1/05	5,399.62	233,241.43	1,234.14	330.73	1,564.87	-	1,564.87
4/1/05	(1,339.59)	231,901.84	1,263.39	305.98	2,602.98	5,730.35	8,333.33
5/1/05	(1,346.85)	230,554.99	1,256.13	281.12	2,602.98	5,730.35	8,333.33
6/1/05	(1,354.14)	229,200.85	1,248.84	256.14	2,602.98	5,730.35	8,333.33

Placentia Library Improvements Loan

Date	City Paid Principal (Repayment)	Accumulated Principal	City Interest 6.50%	Lease Interest 5.50%	Payment to City	P & I Payment to Lender	Total Payment
7/1/05	(1,361.48)	227,839.37	1,241.50	231.05	2,602.98	5,730.35	8,333.33
8/1/05	(1,368.85)	226,470.52	1,234.13	205.84	2,602.98	5,730.35	8,333.33
9/1/05	(1,376.26)	225,094.26	1,226.72	180.52	2,602.98	5,730.35	8,333.33
10/1/05	(1,383.72)	223,710.54	1,219.26	155.09	2,602.98	5,730.35	8,333.33
11/1/05	(1,391.21)	222,319.33	1,211.77	129.53	2,602.98	5,730.35	8,333.33
12/1/05	(1,398.75)	220,920.58	1,204.23	103.86	2,602.98	5,730.35	8,333.33
1/1/06	(1,406.33)	219,514.25	1,196.65	78.08	2,602.98	5,730.35	8,333.33
2/1/06	(1,413.94)	218,100.31	1,189.04	52.17	2,602.98	5,730.35	8,333.33
3/1/06	(1,421.60)	216,678.71	1,181.38	26.25	2,602.98	5,730.35	8,333.33
4/1/06	(7,159.65)	209,519.06	1,173.68	-	8,333.33	-	8,333.33
5/1/06	(7,198.44)	202,320.62	1,134.89	-	8,333.33	-	8,333.33
6/1/06	(7,237.43)	195,083.19	1,095.90	-	8,333.33	-	8,333.33
7/1/06	(7,276.63)	187,806.56	1,056.70	-	8,333.33	-	8,333.33
8/1/06	(7,316.04)	180,490.52	1,017.29	-	8,333.33	-	8,333.33
9/1/06	(7,355.67)	173,134.85	977.66	-	8,333.33	-	8,333.33
10/1/06	(7,395.52)	165,739.33	937.81	-	8,333.33	-	8,333.33
11/1/06	(7,435.58)	158,303.75	897.75	-	8,333.33	-	8,333.33
12/1/06	(7,475.85)	150,827.90	857.48	-	8,333.33	-	8,333.33
1/1/07	(7,516.35)	143,311.55	816.98	-	8,333.33	-	8,333.33
2/1/07	(7,557.06)	135,754.49	776.27	-	8,333.33	-	8,333.33
3/1/07	(7,597.99)	128,156.50	735.34	-	8,333.33	-	8,333.33
4/1/07	(7,639.15)	120,517.35	694.18	-	8,333.33	-	8,333.33
5/1/07	(7,680.53)	112,836.82	652.80	-	8,333.33	-	8,333.33
6/1/07	(7,722.13)	105,114.69	611.20	-	8,333.33	-	8,333.33
7/1/07	(7,763.96)	97,350.73	569.37	-	8,333.33	-	8,333.33
8/1/07	(7,806.01)	89,544.72	527.32	-	8,333.33	-	8,333.33
9/1/07	(7,848.30)	81,696.42	485.03	-	8,333.33	-	8,333.33
10/1/07	(7,890.81)	73,805.61	442.52	-	8,333.33	-	8,333.33
11/1/07	(7,933.55)	65,872.06	399.78	-	8,333.33	-	8,333.33
12/1/07	(7,976.52)	57,895.54	356.81	-	8,333.33	-	8,333.33
1/1/08	(8,019.73)	49,875.81	313.60	-	8,333.33	-	8,333.33
2/1/08	(8,063.17)	41,812.64	270.16	-	8,333.33	-	8,333.33
3/1/08	(8,106.84)	33,705.80	226.49	-	8,333.33	-	8,333.33
4/1/08	(8,150.76)	25,555.04	182.57	-	8,333.33	-	8,333.33
5/1/08	(8,194.91)	17,360.13	138.42	-	8,333.33	-	8,333.33
6/1/08	(8,239.30)	9,120.83	94.03	-	8,333.33	-	8,333.33
7/1/08	(8,283.93)	836.90	49.40	-	8,333.33	-	8,333.33
8/1/08	(836.90)	(0.00)	4.53	-	841.43	-	841.43
Total	\$ (0.00)		\$ 60,750.90	\$ 43,821.00	335,807.64	68,764.20	404,571.90

Library Portion of Lease Loan

Compound Period: Monthly

Nominal Annual Rate ... : 5.500 %
 Effective Annual Rate .. : 5.641 %
 Periodic Rate : 0.4583 %
 Daily Rate : 0.01507 %

CASH FLOW DATA

Event	Start Date	Amount	Number	Period	End Date
1 Loan	03/01/2001	300,000.00	1		
2 Payment	04/01/2001	5,730.35	60	Monthly	03/01/2006

AMORTIZATION SCHEDULE - Normal Amortization

Date	Payment	Interest	Principal	Balance
Loan 03/01/2001				300,000.00
1 04/01/2001	5,730.35	1,375.00	4,355.35	295,644.65
2 05/01/2001	5,730.35	1,355.04	4,375.31	291,269.34
3 06/01/2001	5,730.35	1,334.98	4,395.37	286,873.97
4 07/01/2001	5,730.35	1,314.84	4,415.51	282,458.46
5 08/01/2001	5,730.35	1,294.60	4,435.75	278,022.71
6 09/01/2001	5,730.35	1,274.27	4,456.08	273,566.63
7 10/01/2001	5,730.35	1,253.85	4,476.50	269,090.13
8 11/01/2001	5,730.35	1,233.33	4,497.02	264,593.11
9 12/01/2001	5,730.35	1,212.72	4,517.63	260,075.48
2001 Totals	51,573.15	11,648.63	39,924.52	
10 01/01/2002	5,730.35	1,192.01	4,538.34	255,537.14
11 02/01/2002	5,730.35	1,171.21	4,559.14	250,978.00
12 03/01/2002	5,730.35	1,150.32	4,580.03	246,397.97
13 04/01/2002	5,730.35	1,129.32	4,601.03	241,796.94
14 05/01/2002	5,730.35	1,108.24	4,622.11	237,174.83
15 06/01/2002	5,730.35	1,087.05	4,643.30	232,531.53
16 07/01/2002	5,730.35	1,065.77	4,664.58	227,866.95
17 08/01/2002	5,730.35	1,044.39	4,685.96	223,180.99
18 09/01/2002	5,730.35	1,022.91	4,707.44	218,473.55
19 10/01/2002	5,730.35	1,001.34	4,729.01	213,744.54
20 11/01/2002	5,730.35	979.66	4,750.69	208,993.85
21 12/01/2002	5,730.35	957.89	4,772.46	204,221.39
2002 Totals	68,764.20	12,910.11	55,854.09	
22 01/01/2003	5,730.35	936.01	4,794.34	199,427.05
23 02/01/2003	5,730.35	914.04	4,816.31	194,610.74
24 03/01/2003	5,730.35	891.97	4,838.38	189,772.36
25 04/01/2003	5,730.35	869.79	4,860.56	184,911.80
26 05/01/2003	5,730.35	847.51	4,882.84	180,028.96
27 06/01/2003	5,730.35	825.13	4,905.22	175,123.74
28 07/01/2003	5,730.35	802.65	4,927.70	170,196.04
29 08/01/2003	5,730.35	780.07	4,950.28	165,245.76
30 09/01/2003	5,730.35	757.38	4,972.97	160,272.79

Library Portion of Lease Loan

Date	Payment	Interest	Principal	Balance
31 10/01/2003	5,730.35	734.58	4,995.77	155,277.02
32 11/01/2003	5,730.35	711.69	5,018.66	150,258.36
33 12/01/2003	5,730.35	688.68	5,041.67	145,216.69
2003 Totals	68,764.20	9,759.50	59,004.70	
34 01/01/2004	5,730.35	665.58	5,064.77	140,151.92
35 02/01/2004	5,730.35	642.36	5,087.99	135,063.93
36 03/01/2004	5,730.35	619.04	5,111.31	129,952.62
37 04/01/2004	5,730.35	595.62	5,134.73	124,817.89
38 05/01/2004	5,730.35	572.08	5,158.27	119,659.62
39 06/01/2004	5,730.35	548.44	5,181.91	114,477.71
40 07/01/2004	5,730.35	524.69	5,205.66	109,272.05
41 08/01/2004	5,730.35	500.83	5,229.52	104,042.53
42 09/01/2004	5,730.35	476.86	5,253.49	98,789.04
43 10/01/2004	5,730.35	452.78	5,277.57	93,511.47
44 11/01/2004	5,730.35	428.59	5,301.76	88,209.71
45 12/01/2004	5,730.35	404.29	5,326.06	82,883.65
2004 Totals	68,764.20	6,431.16	62,333.04	
46 01/01/2005	5,730.35	379.88	5,350.47	77,533.18
47 02/01/2005	5,730.35	355.36	5,374.99	72,158.19
48 03/01/2005	5,730.35	330.73	5,399.62	66,758.57
49 04/01/2005	5,730.35	305.98	5,424.37	61,334.20
50 05/01/2005	5,730.35	281.12	5,449.23	55,884.97
51 06/01/2005	5,730.35	256.14	5,474.21	50,410.76
52 07/01/2005	5,730.35	231.05	5,499.30	44,911.46
53 08/01/2005	5,730.35	205.84	5,524.51	39,386.95
54 09/01/2005	5,730.35	180.52	5,549.83	33,837.12
55 10/01/2005	5,730.35	155.09	5,575.26	28,261.86
56 11/01/2005	5,730.35	129.53	5,600.82	22,661.04
57 12/01/2005	5,730.35	103.86	5,626.49	17,034.55
2005 Totals	68,764.20	2,915.10	65,849.10	
58 01/01/2006	5,730.35	78.08	5,652.27	11,382.28
59 02/01/2006	5,730.35	52.17	5,678.18	5,704.10
60 03/01/2006	5,730.35	26.25	5,704.10	0.00
2006 Totals	17,191.05	156.50	17,034.55	
Grand Totals	343,821.00	43,821.00	300,000.00	

City Advance of Library Lease Loan

Compound Period: Monthly

Nominal Annual Rate ... : 6.500 %
 Effective Annual Rate .. : 6.697 %
 Periodic Rate : 0.5417 %
 Daily Rate : 0.01781 %

CASH FLOW DATA

Event	Start Date	Amount	Number	Period	End Date
1 Loan	03/01/2005	233,241.43	1		
2 Payment	04/01/2005	2,602.98	12	Monthly	03/01/2006
3 Payment	04/01/2006	8,333.33	28	Monthly	07/01/2008
4 Payment	07/01/2008	836.92	1		

AMORTIZATION SCHEDULE - Normal Amortization

Date	Payment	Interest	Principal	Balance
Loan 03/01/2005				233,241.43
1 04/01/2005	2,602.98	1,263.39	1,339.59	231,901.84
2 05/01/2005	2,602.98	1,256.13	1,346.85	230,554.99
3 06/01/2005	2,602.98	1,248.84	1,354.14	229,200.85
4 07/01/2005	2,602.98	1,241.50	1,361.48	227,839.37
5 08/01/2005	2,602.98	1,234.13	1,368.85	226,470.52
6 09/01/2005	2,602.98	1,226.72	1,376.26	225,094.26
7 10/01/2005	2,602.98	1,219.26	1,383.72	223,710.54
8 11/01/2005	2,602.98	1,211.77	1,391.21	222,319.33
9 12/01/2005	2,602.98	1,204.23	1,398.75	220,920.58
2005 Totals	23,426.82	11,105.97	12,320.85	
10 01/01/2006	2,602.98	1,196.65	1,406.33	219,514.25
11 02/01/2006	2,602.98	1,189.04	1,413.94	218,100.31
12 03/01/2006	2,602.98	1,181.38	1,421.60	216,678.71
13 04/01/2006	8,333.33	1,173.68	7,159.65	209,519.06
14 05/01/2006	8,333.33	1,134.89	7,198.44	202,320.62
15 06/01/2006	8,333.33	1,095.90	7,237.43	195,083.19
16 07/01/2006	8,333.33	1,056.70	7,276.63	187,806.56
17 08/01/2006	8,333.33	1,017.29	7,316.04	180,490.52
18 09/01/2006	8,333.33	977.66	7,355.67	173,134.85
19 10/01/2006	8,333.33	937.81	7,395.52	165,739.33
20 11/01/2006	8,333.33	897.75	7,435.58	158,303.75
21 12/01/2006	8,333.33	857.48	7,475.85	150,827.90
2006 Totals	82,808.91	12,716.23	70,092.68	
22 01/01/2007	8,333.33	816.98	7,516.35	143,311.55
23 02/01/2007	8,333.33	776.27	7,557.06	135,754.49
24 03/01/2007	8,333.33	735.34	7,597.99	128,156.50
25 04/01/2007	8,333.33	694.18	7,639.15	120,517.35
26 05/01/2007	8,333.33	652.80	7,680.53	112,836.82
27 06/01/2007	8,333.33	611.20	7,722.13	105,114.69
28 07/01/2007	8,333.33	569.37	7,763.96	97,350.73

City Advance of Library Lease Loan

Date	Payment	Interest	Principal	Balance
29 08/01/2007	8,333.33	527.32	7,806.01	89,544.72
30 09/01/2007	8,333.33	485.03	7,848.30	81,696.42
31 10/01/2007	8,333.33	442.52	7,890.81	73,805.61
32 11/01/2007	8,333.33	399.78	7,933.55	65,872.06
33 12/01/2007	8,333.33	356.81	7,976.52	57,895.54
2007 Totals	99,999.96	7,067.60	92,932.36	
34 01/01/2008	8,333.33	313.60	8,019.73	49,875.81
35 02/01/2008	8,333.33	270.16	8,063.17	41,812.64
36 03/01/2008	8,333.33	226.49	8,106.84	33,705.80
37 04/01/2008	8,333.33	182.57	8,150.76	25,555.04
38 05/01/2008	8,333.33	138.42	8,194.91	17,360.13
39 06/01/2008	8,333.33	94.03	8,239.30	9,120.83
40 07/01/2008	8,333.33	49.40	8,283.93	836.90
41 07/01/2008	836.92	0.02	836.90	0.00
2008 Totals	59,170.23	1,274.69	57,895.54	
Grand Totals	265,405.92	32,164.49	233,241.43	

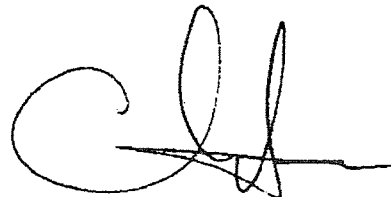
Quotation of Surveillance Equipments
For PLACENTIA LIBRARY DISTRICT

January 09, 2001

Model #	Description	List Price	Your Price	Q'ty	Amount
EM174Q	17" B/W Observation System w/4 cameras, 60ft cables and mounting brackets	\$1,118.95	\$951.11	2	1902
CA060	Extension cable, 60ft	\$34.95	\$29.70	2	59
CA100	Extension cable, 100ft	\$44.95	\$37.40	2	75
WJ2024	Time Lapse VCR, 24 Hrs	\$648.95	\$551.60	2	1103
Sub-total					3140
Sales Tax	(Add 7.5% to the sub-total)				235
S&H	(Free Delivery)				0
Total					3375

Notes:

1. Terms: COD Check or Net 30 Days
2. Delivery: Within 2 business days after order confirmed
3. Installation: Not included
4. Warranty: One Year



J. D. Manning & Associates

11 Fallingstar
Irvine, CA 92614
(949)786-8428

Estimate

DATE	ESTIMATE #
1/10/2001	157

NAME / ADDRESS
Placentia Library District Attn: Jim Roberts 411 E. Chapman Ave. Placentia, CA 92870-6198

DESCRIPTION	QTY	RATE	PROJECT
			TOTAL
Javelin 1/3" B&W Camera w/ Sony HyperHad CCD	8	120.00	960.00T
1/3" 4mm Manual Iris Lens	8	48.00	384.00T
Panasonic VCR 24 H	1	580.00	580.00T
15" Monitor	1	195.00	195.00T
Sanyo Dual Page 8 Channel Color Quad SY-MVP85	1	795.00	795.00T
Installation Labor	1	950.00	950.00
BNC Connector Twist	1	36.00	36.00T
Gen/RG59U Coax Cable - 1000' (4+boxes95/ea)	2	50.00	100.00T
Gen/Jacketed Pwr Cable 1000' (4+boxes95/ea)	2	30.00	60.00T
Transformers	1	24.00	24.00T
Materials, Hardware, Connectors, etc.	1	50.00	50.00T
GOV DISCOUNT(Placentia Library District)	1	-450.00	-450.00T
Sales Tax - Orange County		7.75%	211.89
Your 3Com NBX100 Business Telephone System Dealer			TOTAL \$3,895.89

SIGNATURE _____

J. D. Manning & Associates

11 Fallingstar
Irvine, CA 92614
(949)786-8428

Estimate

DATE	ESTIMATE #
1/10/2001	157

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Panasonic VCR 24 H	1	580.00	580.00T
15" Monitor	1	195.00	195.00T
Robot Multiplexer RO-MV19P20	1	1,050.00	1,050.00T
Installation Labor	1	950.00	950.00
BNC Connector Twist	1	36.00	36.00T
Gen/RG59U Coax Cable - 1000' (4+boxes95/ea)	2	50.00	100.00T
Gen/Jacketed Pwr Cable 1000' (4+boxes95/ea)	2	30.00	60.00T
Transformers	1	24.00	24.00T
Materials, Hardware, Connectors, etc.	1	50.00	50.00T
GOV DISCOUNT(Placentia Library District)	1	-450.00	-450.00T
Sales Tax - Orange County		7.75%	231.65
Your 3Com NBX100 Business Telephone System Dealer			TOTAL
			\$4,170.65

SIGNATURE _____



**MINUTES
PLACENTIA LIBRARY DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
December 20, 2000**

CALL TO ORDER

The Regular Meeting of the Placentia Library District Board of Trustees was called to order on December 20, 2000 at 7:32 P.M. by President Shkoler.

ROLL CALL

Members Present: President Al Shkoler, Trustees Geoff Braun, Peggy Dinsmore, Gaeten Wood; and Library Director Elizabeth Minter.

Members Absent: Trustee Sandra Stark

Others Present: Administrative Assistant Wendy Goodson and Public Services Manager Jim Roberts.

Trustee Dinsmore requested that Agenda Item 41, Review of Board Organization and Procedures of Placentia Library Board of Trustees Handbook, Page 9, Revised April 10, 1998, be discussed immediately before she leaves the meeting due to illness.

**ADOPTION OF
AGENDA**

It was moved by Trustee Wood, seconded by Trustee Braun to adopt the Agenda as printed.

AYES:	Braun, Dinsmore, Shkoler, Wood
NOES:	None
ABSTAIN:	None
ABSENT:	Stark

**REVIEW OF
PLACENTIA
LIBRARY BOARD
OF TRUSTEES
HANDBOOK**

It was moved by Trustee Dinsmore, seconded by Trustee Wood to delete Paragraph three (3) of Section III, Board Organization and Procedures, Placentia Library District Board of Trustees Handbook, Page 9, Revised April 10, 1998 which states, "The President and Secretary shall serve no more than two consecutive terms. In the event no other member of the Board of Trustees is able to accept nomination to office, the incumbent may continue in office until the next Annual Meeting when another member is available to serve in the office."

AYES:	Braun, Dinsmore, Shkoler, Wood
NOES:	None
ABSTAIN:	None
ABSENT:	Stark

**ELECTION OF
BOARD OFFICERS**

It was moved by Trustee Dinsmore, seconded by Trustee Wood to nominate and elect Al Shkoler as the President of the Library Board of Trustees.

AYES:	Braun, Dinsmore, Shkoler, Wood
NOES:	None
ABSTAIN:	None
ABSENT:	Stark

It was moved by Trustee Wood, seconded by Trustee Dinsmore to nominate and elect Trustee Braun as Secretary of the Library Board of Trustees.

AYES: Braun, Dinsmore, Shkoler, Wood
NOES: None
ABSTAIN: None
ABSENT: Stark

**ORAL
COMMUNICATIONS**

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

**PRESIDENT'S
REPORT**

No report at this time.

**FOUNDATION
REPORT**

No report at this time.

APPOINTMENTS

President Shkoler appointed:

Trustee Wood and Secretary Braun as representatives to the Placentia Library Foundation Board of Directors.

Trustee Stark to the Special Districts Workers Compensation Authority.

Trustee Dinsmore to the Independent Special Districts of Orange County.

Trustee Dinsmore to the Special District Local Area Formation Commission (LAFCO) Selection Committee

RESOLUTION

It was moved Trustee Wood, seconded by Secretary Braun to read Resolution 00-4 by Title only, Authorization of signatures for District accounts at Sanwa Bank, Wells Fargo Bank, Bank of American, and the Orange County Auditor.

AYES: Braun, Dinsmore, Shkoler, Wood
NOES: None
ABSTAIN: None
ABSENT: Stark

It was moved by Trustee Wood, seconded by Trustee Dinsmore to adopt Resolution 00-4.

AYES: Braun, Dinsmore, Shkoler, Wood
NOES: None
ABSTAIN: None
ABSENT: Stark

**MEETING DATES
AND TIMES**

It was moved by Trustee Dinsmore, seconded by Secretary Braun to schedule dates and times for the Regular Board Meeting for 2001 as the third Wednesday of the month at 7:30 P.M.

AYES: Braun, Dinsmore, Shkoler, Wood
NOES: None
ABSTAIN: None
ABSENT: Stark

**LEAVE
AUTHORIZATION
FOR LIBRARIAN II
CYRISE SMITH**

It was moved by Trustee Dinsmore, seconded by Trustee Wood to grant Librarian II Cyrise Smith forty (40) hours of Administrative Leave to be used for visits to public libraries in Australia; and grant Librarian II Cyrise Smith permission to use up to fifty (50) hours of vacation time in advance of accrual on condition that the hours are earned before any additional vacation time is taken.

AYES: Braun, Dinsmore, Shkoler, Wood
NOES: None
ABSTAIN: None
ABSENT: Stark

**PLACENTIA
LIBRARY POLO
SHIRTS**

It was moved by Trustee Wood, seconded by Trustee Dinsmore to approve purchasing forty-eight (48) "Read and Grow @ Placentia Library" polo shirts, not to exceed \$1,410.00, funded from the State Library Literacy matching grant; and give one shirt at no cost to staff and trustees who have never received a shirt; and permit staff and trustees to purchase one additional shirt each at a cost of \$20.00.

AYES: Braun, Dinsmore, Shkoler, Wood
NOES: None
ABSTAIN: None
ABSENT: Stark

CLAIMS

It was moved by Trustee Wood, seconded by Secretary Braun to approve Agenda Items 10 through 13:

Nonstandard Claims in the amount of \$0.00

Claims 3998 for Fund 702, and Claims 3996, 3997, 3998, 3999, 4000, 4001, and 4002 for Fund 707 forwarded by the Library Director for a total of \$13,565.35.

Current Claims 4005, 4006, 4007, 4008, 4009, and 4010 for \$60,104.60; and Payroll Claims 4003 for \$24,513; 3987 for \$24,513.00; and 4004 for \$24,513.00 for a combined total of \$109,130.60.

FY2000-2001 Cash Flow Analysis through December 20, 2000
and recommendation that no funds be transferred at this time.

**FINANCIAL
REPORTS**

It was moved by Trustee Wood, seconded by Trustee Dinsmore to receive
and file Agenda Items 15 through 20:

Financial Reports for November, 2000

Office General Ledger & Check Registers for November, 2000

Acquisitions Report for November, 2000

Overdue Collection Report for November, 2000

Debit Card System Reimbursement Report for November, 2000

Gifts Report for November, 2000

AYES: Braun, Dinsmore, Shkoler, Wood

NOES: None

ABSTAIN: None

ABSENT: Stark

**GENERAL CONSENT
CALENDAR**

It was moved by Trustee Dinsmore, seconded by Secretary Braun to
receive and file Agenda Items 21-39:

Building Maintenance Report for November 2000. (Receive &
File)

Personnel Report for November 2000 (Receive, File
and Ratify Appointments)

Volunteer Report for November 2000 (Receive & File)

Circulation Report for November 2000 (Receive & File)

Minutes of the Executive Committee of the Independent Special
Districts of Orange County (ISDOC) of November 6, 2000

Review of Shared Maintenance Costs with the City of Placentia
under the Joint Powers Authority (Receive & File)

Status report on the Placentia History Room project with the City
Of Placentia (Receive & File)

Fiscal Year 1999-2000 Annual Report of Financial
Transactions of Special Districts for Placentia Library District
as prepared by Munson, Cronick & Associates and submitted

to the State Controller. (Receive & File)
Fiscal Year 1999-2000 Audit Management Letter prepared by
Munson, Cronick & Associates on September 1, 2000. (Receive
& File)

Certification to Receive Funds from the Public Library Fund,
Fiscal Year 2000-2001, submitted to the State Library of
California (Receive & File)

Status Report on selection of Library Security System (Receive &
File)

Report on Organizational Meeting of the Arroyo Seco Library
System (Library of California Region IV) held on December
4, 2000 (Receive & File)

Library of California Board Actions taken November 9-10, 2000
(Receive & File)

Notification from the Orange County Local Area Commission
(LAFCO) concerning the timetable for allocation Placentia
Library District's share of the LAFCO budgetary costs pursuant
to AB 2838 (Hertzberg), known as the *Cortese-Knox-Hertzberg
Local Government Reorganization Act of 2000*. (Receive &
File)

Annual Return of Employee Benefit Plan, IRS Form 5500, for
the year ending June 30, 2000. (Receive & File)

Annual Report on the District's Pension Plan from First
American Trust to the Staff and the Staff's authorization to
Change the balance of the investment from "Balanced" to
"Growth" and to change the stock portion from mutual funds
to individual stocks. (Receive & File)

Amendment of Premium Conversion Plan for unpaid leave of
Absence under the Family and Medical Leave Act of 1993
("FMLA Leave") as requested by Woodman Accident & Life
Company, the District's 125 plan (employee tax-exempt
Benefits) administrator. (Receive & File and Adopt
Amendment)

AYES: Braun, Dinsmore, Shkoler, Wood
NOES: None
ABSTAIN: None
ABSENT: Stark

**INTRODUCTION OF
NEWLY ELECTED
BOARD MEMBERS**

Library Director introduced Secretary Geoff Braun whose Oath of Office was sworn on December 1, 2000; and Trustees Gaeten Wood and Peggy Dinsmore who were re-elected and also sworn on December 1, 2000.

MINUTES

It was moved by Trustee Dinsmore, seconded by Trustee Wood to approve the Minutes of the November 15, 2000 Regular Meeting as printed.

AYES: Dinsmore, Shkoler, Wood
NOES: None
ABSTAIN: Braun
ABSENT: Stark

Trustee Dinsmore left the meeting due to illness at 8:17 P.M.

STAFF REPORTS

It was moved by Secretary Braun, seconded by Trustee Wood to approve Agenda Items 48-53:

Program Committee Report for November, 2000.

Children's Services Report for November, 2000.

Placentia Library Literacy Services Report for November, 2000.

Placentia Library Web Site Report for November, 2000.

Publicity Materials produced for November, 2000.

Safety Committee Minutes for November, 2000.

AYES: Braun, Dinsmore, Shkoler, Wood
NOES: None
ABSTAIN: None
ABSENT: Stark

**CIVIC CENTER
AUTHORITY
RENOVATION
PLANS**

Library Director presented information regarding the exterior renovation plans for the Civic Center and the District's plans for financing its share of the project.

Mayor Chris Lowe was not present to discuss these issues with the Board of Trustees.

The next meeting will be a joint meeting of the Library Board of Trustees and the City Council with the Civic Center Authority on Tuesday, January 16, 2001 at 5:30 P.M. at City Hall.

The January Regular Meeting will be held on January 17, 2001.

**AGENDA
PREPARATION**

Discussion of Children's Department Holiday Exhibits for ethnic/religious groups (Stark)
Library Director's response to evaluation questions

ADJOURNMENT

The Regular Meeting of the Board of Trustees of the Placentia Library District for December 20, 2000 adjourned at 8:50 P.M.

Geoff Braun, Secretary

SENATE BILL

No. 94

Introduced by Senators Torlakson and Figueroa

January 16, 2001

An act to add Section 97.45 to the Revenue and Taxation Code, relating to local government finance, and declaring the urgency thereof, to take effect immediately.

LEGISLATIVE COUNSEL'S DIGEST

SB 94, as introduced, Torlakson. Property tax revenue allocations: local library entity.

Existing property tax law requires the county auditor, in each fiscal year, to allocate property tax revenue to local jurisdictions in accordance with specified formulas and procedures, and generally requires that each jurisdiction be allocated an amount equal to the total of the amount of revenue allocated to that jurisdiction in the prior fiscal year, subject to certain modifications, and that jurisdiction's portion of the annual tax increment, as defined. Existing property tax law also reduces the amounts of ad valorem property tax revenue that would otherwise be annually allocated to the county, cities, and special districts pursuant to these general allocation requirements by requiring, for purposes of determining property tax revenue allocations in each county for the 1992-93 and 1993-94 fiscal years, that the amounts of property tax revenue deemed allocated in the prior fiscal year to the county, cities, and special districts be reduced in accordance with certain formulas. It requires that the revenues not allocated to the county, cities, and special districts as a result of these reductions be transferred to the Educational Revenue Augmentation Fund (ERAF) in that county for allocation to school districts, community college districts, and the county office of education.

SB 94

— 2 —

This bill would, for the 2001-02 fiscal year and each fiscal year thereafter, modify these reduction and transfer provisions by prohibiting the allocation to the county's ERAF of any property tax revenues that are otherwise required by law to be allocated to a local library entity, as defined. This bill would require that the reduction, resulting from this prohibition, in the amounts of ad valorem property tax revenue deposited in the county's Educational Revenue Augmentation Fund, be applied exclusively to reduce the amounts of ad valorem property tax revenue allocated from that fund to school districts and county offices of education. By imposing additional duties upon local tax officials in the apportionment of the allocation reductions required by this bill, this bill would impose a state-mandated local program.

The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement, including the creation of a State Mandates Claims Fund to pay the costs of mandates that do not exceed \$1,000,000 statewide and other procedures for claims whose statewide costs exceed \$1,000,000.

This bill would provide that, if the Commission on State Mandates determines that the bill contains costs mandated by the state, reimbursement for those costs shall be made pursuant to these statutory provisions.

This bill would declare that it is to take effect immediately as an urgency statute.

Vote: $\frac{2}{3}$. Appropriation: no. Fiscal committee: yes. State-mandated local program: yes.

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

- 1 SECTION 1. Section 97.45 is added to the Revenue and
- 2 Taxation Code, to read:
- 3 97.45. (a) Notwithstanding any other provision of this
- 4 article, the auditor may not, in allocating property tax revenue for
- 5 the 2001-02 fiscal year and each fiscal year thereafter, allocate to
- 6 the county's Educational Revenue Augmentation Fund any
- 7 property tax revenues that are otherwise required by law to be
- 8 allocated to a local library entity as defined in subdivision (b).

1 (b) For purposes of this section, "local library entity" means
2 both of the following:

3 (1) A county free library, established pursuant to Article 1
4 (commencing with Section 19100) of Chapter 6 of Part 11 of
5 Division 1 of Title 1 of the Education Code, for which a separate
6 property tax rate was levied in the 1977-78 fiscal year.

7 (2) A library established as an independent special district.

8 (c) Any reduction in the amount of ad valorem property tax
9 revenues deposited in the county's Educational Revenue
10 Augmentation Fund resulting from the implementation of
11 subdivision (a) shall be applied exclusively to reduce the amounts
12 that are allocated from that fund to school districts and county
13 offices of education, and shall in no event be applied to reduce the
14 amounts of ad valorem property tax revenues that are allocated
15 from that fund to community college districts.

16 SEC. 2. Notwithstanding Section 17610 of the Government
17 Code, if the Commission on State Mandates determines that this
18 act contains costs mandated by the state, reimbursement to local
19 agencies and school districts for those costs shall be made pursuant
20 to Part 7 (commencing with Section 17500) of Division 4 of Title
21 2 of the Government Code. If the statewide cost of the claim for
22 reimbursement does not exceed one million dollars (\$1,000,000),
23 reimbursement shall be made from the State Mandates Claims
24 Fund.

25 SEC. 3. This act is an urgency statute necessary for the
26 immediate preservation of the public peace, health, or safety
27 within the meaning of Article IV of the Constitution and shall go
28 into immediate effect. The facts constituting the necessity are:

29 In order to immediately begin a program of fiscal relief that will
30 allow local agencies to restore an adequate level of library
31 services, it is necessary that this act take effect immediately.

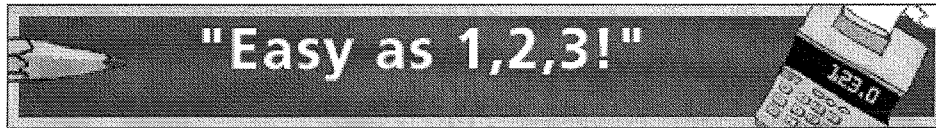


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eCRIME, LAW & YOU

Filter THIS! Librarians to sue over new law

The American Library Association is none too pleased with a new federal law requiring Web filters in public schools and libraries, and has decided to sue.

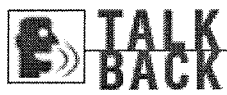
By [Lisa M. Bowman](#), ZDNet News
 January 18, 2001 12:35 PM PT

The American Library Association has decided to file a lawsuit challenging a new federal law that would require filtering in public schools and libraries.

The ALA's executive board voted on Wednesday to pursue legal action and is still working out the details of the brief and the timing of the filing.

The filtering amendment, which was attached to a sweeping appropriations bill that passed in December, would force schools and libraries that receive federal funds to use some sort of filtering technology to weed out visual depictions of material deemed inappropriate for children. Schools and libraries have three months to submit their filtering plans.

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Immediately after the bill passed, the American Civil Liberties Union and the ALA vowed to challenge it in court, saying it stifled First Amendment rights by blocking content.

In its suit, the ALA will focus on the effect the law will have on all libraries, arguing that the requirement could further widen the so-called digital divide. Critics of mandatory filtering argue that the requirement forces people who rely on public computers for Internet access to see only pre-screened content--a restriction that those with home

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computers don't have.

The ALA is one of several groups that have challenged tech restrictions on free speech in the past. However, the group will likely pursue legal action on its own this time because of its broad focus on all libraries. The ACLU, on the other hand, is expected to address only public libraries. The Center for Democracy and Technology, a vocal opponent of mandatory filtering, doesn't plan to sign on as a plaintiff at this point but instead will provide research and support.

Filtering software has been criticized, particularly because it sometimes blocks material that's not controversial, such as information on health care or political candidates. Critics of the bill fear that the measure could block school children from seeing educational material.

The ALA has been vocal and active about free speech issues. Five years ago, it joined a successful challenge to the Communications Decency Act, which would have regulated Web content deemed harmful to minors had the Supreme Court not declared it unconstitutional. And most recently, it filed a friend-of-the-court brief in the Napster case, arguing that shutting down the service could have chilling consequences for any entity that catalogs information for others to use, including libraries and search engines.

- ▶ **More stories on: Filter this!**
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