

AGENDA

REGULAR MEETING

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

Monday, December 20, 2004

6:30 P.M.

Library Conference Room

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

To accomplish this goal the Library:

- 📖 Acquires, organizes and maintains a collection of print and non-print materials to meet the informational, recreational, educational, and cultural reading, listening and viewing needs of the residents of the District and other eligible users.
- 📖 Provides qualified staff to assist the public with the use of the collection and the information contained therein.
- 📖 Provides and operates a library facility that is free of physical barriers, to house the collection and services, to provide reading and study space for users, and to provide space for Library and community programs.
- 📖 Collects, preserves and maintains a collection of published and unpublished material about the City of Placentia and contiguous communities, about current and prior residents of Placentia, and published materials by authors who reside or have resided in Placentia.

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.*

06:31

1. Roll Call

Administrative Assistant

all present

22

as amended from #19 to JAN 15, 2005

- 2. Adoption of Agenda *M1 - GW. M2 - BE*

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 November 22, 2004 Regular Meeting and the December 2, 2004 Special Meeting.

*M1 - GW BE
M2 - R.D*

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).

REPORTS

*welcomed Jean Juner as new trustee, Citizen of the Year
Jim & Camille
Donor Reception*

- 5. Board President Report

*Jackie Filbeck (S.W.) rep for Chris Norby
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

*Jim made retirement / N
Disgraced patron, Robert Olin.
G.W. reported on CSPD workshop on Dec 15, 2005, BE rep commented that effective.
J.T commented "good job" R.D.
The Trustees make announcements of general interest to the community and the Library Board of Trustees, and report on meetings attended on behalf of the Board of Trustees.*

- 7. Friends of Placentia Library Board of Directors Report

CLAIMS (Items 8 - 11)

MI - GW
M2 - B.E.

Presentation: Library Director
Recommendation: Approve by Motion

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

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

No Nonstandard Claims were processed during this report period.

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

Claims 4679, 4680, 4681, 4682, 4683, 4684, 4685 and 4686 forwarded by Library Director for a total of \$43,096.85.

10. Current Claims and Payroll. (Approve)

Current Claims 4661, 4662, 4663, 4664, 4665, 4666 and 4667 for a subtotal for Current Claims of \$28,682.66; Payrolls #10 (11/10/04) for \$31,513.17 and #11 (11/24/04) for \$31,513.17 for a subtotal for Payrolls of \$63,026.34; for a total of Current Claims and Payroll of \$91,709.00.

11. FY2004-2005 Cash Flow Analysis through December 20, 2004 and recommendation that no funds be transferred at this time. (Receive & File).

FINANCIAL REPORTS (Items 12 - 16)

MI - B.E.
M2 - G.W

Presentation: Library Director
Recommendation: Approve by Motion

Items 12 - 16 may be considered together as one motion to approve the Financial Report. Items may be removed for individual consideration before the Financial Report is adopted. Items removed must then each have a separate motion.

12. Financial Reports for November 2004 (Receive & File)
13. Office General Ledger & Check Registers for November 2004 (Receive & File)
14. Acquisitions Report for November 2004 (Receive & File)
15. Collection Agency Report for November 2004 (Receive & File)
16. Gifts Report for November 2004 (Receive & File)

GENERAL CONSENT CALENDAR (Items 17 - 28)

MZ - R.D
MZ - G.W

Presentation: Library Director
Recommendation: Approve by Motion

Items 17 - 28 may be considered together as one motion to approve the General Consent Calendar. Items may be removed for individual consideration before the General Consent Calendar is adopted. Items removed must then each have a separate motion.

- 17. Building Maintenance Report for November 2004. (Receive & File)
- 18. Personnel Report for November 2004. (Receive, File, and Ratify Appointments)
- 19. Volunteer Report for November 2004. (Receive & File)
- 20. Circulation Report for November 2004. (Receive & File)
- 21. Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority. (Receive & File)
- 22. Legislative Alerts from the California Special Districts Association. (Receive & File)
- 23. Status Report on Partnerships with Community Organizations. (Receive & File)
- 24. Status Report on Active Grant Applications. (Receive & File)
- 25. Poet Laureate Report. (Receive & File)
- 26. Agenda for Orange County Council of Governments Board of Directors Meeting for December 7, 2004 and minutes of the October 28, 2004 Board of Directors Meetings. (Receive & File)
- 27. Revised Budget for Fiscal Year 2004-2005 to include the matching grant funds for California Library Literacy Services, State Library of California, as submitted on November 29, 2004. (Receive & File)
- 28. Fiscal Year 2003-2004 Annual Report of Financial Transactions of Special Districts for Placentia Library District as prepared by Munson, Cronick & Associates and submitted to the State Controller on December 1, 2004. (Receive & File)
- 28a. Mandated Cost Claims Receipt or Fiscal Year 2003-2004 as prepared by Shields Consulting Group and submitted to the State Controller's Office on December 13, 2004. (Receive & File)

MZ - R.D
MZ - G.W
M1 - Agenda
M2 - Minutes
R.P.

CONTINUING BUSINESS

- 29. Legislative Issues and a Review of the Status of the State Budget and State Library Budget.

Presentation: Library Director
Recommendation: Determine who will attend the meeting of the Coalition of Independent Special Library Districts on November 13, 2004 in Buena Park; and
Other action to be determined by the Library Board of Trustees.

JAN 23, 2005
JAN 22, 2005

Received hit match 29 JAN - may go away completely.
Robert - baseline of \$10,000 each. Match based on students factor ratio \$7 to 1

December 16, 2004, 10:17 AM

Shelton will attend (Gae)
9-11 AM

1st reading on 5th charge

30. Continuation of discussion of adding of Notary Public Services at a rate of \$10.00 per signature

Presentation: Library Director
Recommendation: Approve as a first reading the amendment of Placentia Library District Policy 6035, Fines & Fees, to include the addition of Notary Public Services at a cost of \$10.00 per signature; and

- M1-GW 1) Provide Notary
- M2-JT 2) Review appt
- 3) Ask for adult II volunteers
- 4) Pay for training supplies & excels
- 5) No additional comp at this time

Approve as a first reading the amendment of Placentia Library District Policy 2150, Compensation, to include the addition of a five percent hourly adjustment in salary for up to four District-designated Notary Publics as appointed by the Library Director; and

Approve as a first reading the amendment of Placentia Library District Policy 6035, Fines & Fees, to include the addition of Passport Photograph services at a cost of \$10.00 per person; and

Authorize the publication of the Notice of Public Hearing for the amendment of the Fines & Fees Schedule to be held at the Library Board Meeting on January 24, 2005 at 6:30 P.M.

7:30 p.m.
M1-GW
M2-JT
M1-JT
M2-JT

NEW BUSINESS

31. Election of Board Officers:

Incumbents are indicated in parentheses.

President (Shkoler)

Secretary (Escobosa)

Presentation: Library Director

Recommendation: Elect a Library Board President and a Library Board Secretary for 2005

A.S. nominates ~~M1-GW~~ M2-
GW nominates A.S.
M1-RD
M2-GW
B.E. nominates R.D. defers
Escobosa M1-RD
M2-

A.S.
R.E.
R.D.
J.T.
G.W.
10:15
40 Clerk's

32. Appointment of Library Board Representatives for 2005 by the Board President:

Incumbents are indicated in parentheses.

Two Representatives to the Placentia Library Foundation Board of Directors (DeVecchio & Vacant)

Representative to the Independent Special Districts of Orange County (Wood) Escobosa

Representative to Special District Local Area Formation Commission (LAFCO) Selection Committee (Wood) Escobosa

Two Representatives to the Placentia Civic Center Authority Commission (Shkoler & Wood)

Presentation: Library Board President

Recommendation: Appoint Library Board Representatives

Council of Governments - Jean Turner

- 33. Selection of Date and Time for Regular Board Meetings for 2005: A Resolution of the Board of Trustees of the Placentia Library District of Orange County to Establish the Board of Trustees Regular Meeting Dates for Calendar Year 2005.

Presentation: Library Board President
 Recommendation: Determine the regular meeting date and time for 2004; and
 Read Resolution 04-09 by Title only; and
 Adopt Resolution 04-09.

GW
R.O

Roll call

Dir

- 34. Authorization of signatures for District accounts at Bank of the West, Wells Fargo Bank, Citibank and the Orange County Auditor: A Resolution of the Board of Trustees of the Placentia Library District of Orange County to grant signature authority to Library Trustees, the Library Director and Designated staff with the Orange County Auditor, Bank of the West, Wells Fargo Bank and Citibank.

Presentation: Library Director
 Recommendation: Read Resolution 04-10 by Title only; and
 Adopt Resolution 04-10.

m1 GW
m2 OK

Roll call

Dir

- 35. Date for the February 2005 Regular Library Board Meeting.

Presentation: Library Director
 Recommendation: Set meeting for Monday, February 28, 2005 at 6:30 P.M.

AT Date Feb 28nd

m1 - J.T.
m2 - G.W.

- 36. Safety Committee Incentive Program for Staff Shirts

Presentation: Library Director
 Recommendation: Approve Safety Committee Incentive Program and authorize Library Director to revise program as necessary. If approved, Program will be brought to the January 19, 2005 Board of Trustees Regular Meeting for adoption into Library policy.

m1 - GW
m2 - J.T.

Shirt to m1 J.T.
m2 - G.W. Trust Resp. for selection + shirt

Done Revised List of BOP

- 36a. Personnel Contract between the Library Board of Trustees and the Library Director.

Presentation: Library Board President
 Recommendation: Action to be determined by the Library Board of Trustees

m1 - R.D.
m2 - GW

STAFF REPORTS (Items 37 - 46)

m1 - GW.
m2 - R.D.

Items 37 - 46 may be considered together as one motion to approve the Staff Reports. Items may be removed for individual consideration before the Staff Reports Item is adopted. Items removed must then each have a separate motion.

- 37. Library Director's Report (Minter)

- 38. Program Committee Report for November 2004 (Roberts)
- 39. Children's Services Report for November 2004 (Gurkweitz)
- 40. Placentia Library Literacy Services Report for November 2004 (Roberts)
- 41. Reference and Adult Services Report for November 2004 (Strazdas)
- 42. History Room Report for November 2004 (Bell)
- 43. Placentia Library Web Site Report for November 2004 (Roberts)
- 44. Technology Report for November 2004 (Shook)
- 45. Publicity Materials Produced in November 2004. (Millonzi)
- 46. Safety Committee Minutes for November 2004 (Matas)

ADJOURNMENT

- 48. Agenda Preparation for the January Regular Meeting, which will be held on Monday, January 24, 2005 at 6:30 P.M. *Discuss Fed'n Services by Library*
- 49. Review of Action Items.

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

- 50. Adjourn *7:50 PM*

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

I, Wendy Goodson, Administrative Assistant for Placentia Library District, hereby certify that the Agenda for the December 20, 2004 Regular Meeting of the Library Board of Trustees of the Placentia Library District was posted on Thursday, December 16, 2004.

*3/1/2012
Per CHH Finances
Designated
4-12 Designated Person
Memo - Safety/Smith
pull annual
resolution*

JUST SAY NO

Placentia Library Board Calendar

December 2004 - November 2005

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December

- 3 6:00 PM Foundation Donor Reception, Emerald Isle, ALL TRUSTEES
- 12:00 PM Trustee terms begin
- 6 7:00 PM Friends Board Meeting, DeVecchio
- 10 7:15 AM Chamber of Commerce Citizen of the Year Breakfast
- 15 8:30 AM CSDA Workshop, Staying in Compliance, ALL TRUSTEES, San Diego
- 20 6:30 PM Library Board Meeting
- 23 9:00 AM Orange County Council of Governments, OC Sanitation District
- 24 Staff Holiday, Christmas Eve Day
- 25 Library Closed for Christmas Day/Staff Holiday
- 26 Library Closed/Not Staff Holiday
- 27 Library Holiday Hours, Close at 5:00 P.M.
- 28 Library Holiday Hours, Close at 5:00 P.M.
- 29 Library Holiday Hours, Close at 5:00 P.M.
- 30 11:30 AM ISDOC Quarterly Meeting, Orange County Water District
Library Holiday Hours, Close at 5:00 P.M.
- 31 Staff Holiday, New Years Eve Day

January

- 1 Library Closed for New Year's Day/Staff Holiday
- 2 Library Closed /Not Staff Holiday
- 3 7:00 PM Friends Board Meeting, Wood
- 13 7:00 PM Foundation Board Meeting -- Annual Meeting
- 14 ALA Midwinter Meeting, Boston through Jan 19
- 22 9:00 AM Independent Special Library Districts, Semi-Annual Meeting, Buena Park Library
- 24 6:30 PM Library Board Meeting
- 27 9:00 AM Orange County Council of Governments, OC Sanitation District
- 7:15 AM Placentia Chamber of Commerce Breakfast

February

- 7 7:00 PM Friends Board Meeting, Turner
- 20 Library Closed/Not Staff Holiday

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Placentia Library Board Calendar

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February

- 21 6:30 PM Library Board Meeting
- Library Closed/Staff Holiday
- 24 9:00 AM Orange County Council of Governments, OC Sanitation District
- 7:15 AM Placentia Chamber of Commerce Breakfast

March

- 5 9:30 AM Friends of Placentia Library Author's Luncheon featuring Thom Racina, ALL TRUSTEES
- 7 7:00 PM Friends Board Meeting, Shkoler
- 21 6:30 PM Library Board Meeting
- 24 9:00 AM Orange County Council of Governments, OC Sanitation District
- 7:15 AM Placentia Chamber of Commerce Breakfast

April

- 4 7:00 PM Friends Board Meeting, Escobosa
- 10 National Library Week, through April 16
- 11 6:30 PM Friends Annual Meeting featuring Denise Hamilton, City Council Chambers, ALL TRUSTEES
- 25 6:30 PM Library Board Meeting
- 27 Easter, Library Closed, not staff holiday
- 28 9:00 AM Orange County Council of Governments, OC Sanitation District
- 7:15 AM Placentia Chamber of Commerce Breakfast

May

- 2 7:00 PM Friends Board Meeting, DeVecchio
- 23 6:30 PM Library Board Meeting
- 26 9:00 AM Orange County Council of Governments, OC Sanitation District
- 7:15 AM Placentia Chamber of Commerce Breakfast
- 29 Library Closed for Monday Holiday/Not Staff Holiday
- 30 Library Closed for Memorial Day/Staff Holiday

June

- 6 7:00 PM Friends Board Meeting, Wood

Jun 2005						
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Placentia Library Board Calendar

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June

- 20 6:30 PM Library Board Meeting
- 23 ALA Annual Conference, Chicago, through June 29
 - 9:00 AM Orange County Council of Governments, OC Sanitation District
 - 7:15 AM Placentia Chamber of Commerce Breakfast
- 30 11:30 AM ISDOC Quarterly Meeting, Orange County Water District

Jun 2005						
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July

- 4 Library Closed for Independence Day/Staff Holiday
- 25 6:30 PM Library Board Meeting
- 28 9:00 AM Orange County Council of Governments, OC Sanitation District
 - 7:15 AM Placentia Chamber of Commerce Breakfast

Aug 2005						
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August

- 22 6:30 PM Library Board Meeting
- 25 9:00 AM Orange County Council of Governments, OC Sanitation District

September

- 4 Library Closed for Monday Holiday/Not Staff Holiday
- 5 Library Closed for Labor Day/Staff Holiday
- 12 7:00 PM Friends Board Meeting, Turner
- 19 6:30 PM Library Board Meeting
- 22 9:00 AM Orange County Council of Governments, OC Sanitation District
 - 7:15 AM Placentia Chamber of Commerce Breakfast
- 29 11:30 AM ISDOC Quarterly Meeting, Orange County Water District

Sep 2005						
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Oct 2005						
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October

- 3 7:00 PM Friends Board Meeting, Shkoler
- 8 8:30 AM Heritage Parade, line-up at 8:30, Parade begins at 9:30
- 24 6:30 PM Library Board Meeting
- 27 9:00 AM Orange County Council of Governments, OC Sanitation District
 - 7:15 AM Placentia Chamber of Commerce Breakfast

Nov 2005						
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November

- 7 7:00 PM Friends Board Meeting, Escobosa



Placentia Library Board Calendar

December 2004 - November 2005

Dec 2004						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

November

- 11 Library Closed for Veterans Day/Staff Holiday
- 21 6:30 PM Library Board Meeting
- 24 Library Closed for Thanksgiving/Staff Holiday

Jun 2005						
S	M	T	W	T	F	S
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Jan 2005						
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Jul 2005						
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31						

Feb 2005						
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27	28					

Aug 2005						
S	M	T	W	T	F	S
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Mar 2005						
S	M	T	W	T	F	S
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Sep 2005						
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Apr 2005						
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Oct 2005						
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May 2005						
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29	30	31				

Nov 2005						
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27	28	29	30			



**MINUTES
PLACENTIA LIBRARY DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
November 22, 2004**

CALL TO ORDER Secretary Escobosa called the Regular Meeting of the Placentia Library District Board of Trustees to order on November 22, 2004 at 6:30 P.M.

ROLL CALL **Members Present:** Secretary Betty Escobosa; Trustees Richard DeVecchio and Peggy Dinsmore; and Library Director Elizabeth Minter.

Members Absent: President Al Shkoler; Trustees Peggy Dinsmore and Gaeten Wood

Others Present: Public Services Manager/Literacy Coordinator Jim Roberts, and Administrative Assistant Wendy Goodson.

ADOPTION OF AGENDA It was moved by Trustee DeVecchio and seconded by Trustee Dinsmore to adopt the Agenda as printed.

AYES: Escobosa, DeVecchio, Dinsmore
NOES: None
ABSTAIN: None
ABSENT: Shkoler, Wood

MINUTES It was moved by Trustee DeVecchio and seconded by Trustee Dinsmore to approve the Minutes of the October 25, 2004 Regular Meeting.

AYES: Escobosa, DeVecchio, Dinsmore
NOES: None
ABSTAIN: None
ABSENT: Shkoler, Wood

ORAL COMMUNICATIONS No members of the public requested to address the Board.

TRUSTEE REPORTS Trustee Dinsmore expressed her appreciation for the wonderful Retirement Dinner and Reception. She thanked all of the Library Board and Staff for their effort in making the events a success.

FRIENDS REPORTS Barbara Hemmerling addressed the Board. She stated that some of the Friends Book Sale books will be sold on E-Bay through a second party and the Friends will get 30% of the final selling prices of books.

CLAIMS It was moved by Trustee DeVecchio and seconded by Trustee Dinsmore to approve Agenda Items 8 through 11.

Nonstandard Claims: No Nonstandard Claims in excess of \$300.

Claims 4668,4669,4670, and 4671 forwarded by Library Director for a total of \$25,722.09.

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Current Claims 4672,4673,4674,4675,4676,4677, and 4678 for a total of Current Claims of \$38,412.06; Payrolls #12 (12/8/04) for \$38,412.06 and #13 (12/22/04) for \$38,412.06 for a subtotal for Payroll of \$76,824.12; for a total of Current Claims and Payroll of \$175,093.22.

FY2004-2005 Cash Flow Analysis through November 22, 2004 and recommendation that no funds be transferred at this time. (Receive & File).

AYES: Escobosa, DeVecchio, Dinsmore
NOES: None
ABSTAIN: None
ABSENT: Shkoler, Wood

**FINANCIAL
REPORTS**

It was moved by Trustee DeVecchio and seconded by Trustee Dinsmore to receive and file Agenda Items 12 through 16.

Financial Reports for October 2004

Office General Ledger & Check Registers for October 2004

Acquisitions Report for October 2004

Collection Agency Report for October 2004

Gifts Report for October 2004

AYES: Escobosa, DeVecchio, Dinsmore
NOES: None
ABSTAIN: None
ABSENT: Shkoler, Wood

**GENERAL CONSENT
CALENDAR**

It was moved by Trustee Wood and seconded by Trustee Dinsmore to receive and file Agenda Items 18.

Building Maintenance Report for October 2004

Personnel Report for October 2004

Volunteer Report for October 2004

Circulation Report for October 2004

Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority

Legislative Alerts from the California Special Districts Association and the California Library Association
Status Report on Partnerships with Community Organizations

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Status Report on Active Grant Applications

Poet Laureate Report

Certification from Placentia Library District to the State Library Of California for the Public Library Fund for Fiscal Year 2004-2005, as submitted on November 16, 2004

Library of California Board Meeting Minutes for October 16, 2003.

Agenda for Orange County Council of Government Board of Directors Meeting for October 28, 2004 and the minutes of the June 24 and August 26, 2004 Board of Directors Meeting.

AYES: Escobosa, DeVecchio, Dinsmore
NOES: None
ABSTAIN: None
ABSENT: Shkoler, Wood

**LEGISLATIVE
ISSUES**

Library Director reported that Literacy Grant will have a matching grant of \$29,191.00

It was moved by Trustee DeVecchio and seconded by Secretary Escobosa to authorize the Library Director to make legislative appointments and notify those appointed in December 2004.

AYES: Escobosa, DeVecchio, Dinsmore
NOES: None
ABSTAIN: None
ABSENT: Shkoler, Wood

**TRAVEL
AUTHORIZATIONS**

It was moved by Trustee DeVecchio and seconded by Trustee Dinsmore to amend the Travel Authorization from August 23, 2004 to include Trustees Turner and Wood for attending the Staying in Compliance (Brown Act & Conflict of Interest Training) Workshop in San Diego on December 15, 2004.

AYES: Escobosa, DeVecchio, Dinsmore
NOES: None
ABSTAIN: None
ABSENT: Shkoler, Wood

**LIBRARY AIDE JOB
DESCRIPTION**

It was moved Trustee DeVecchio and seconded by Trustee Dinsmore to approve the final adoption of the amendment of Placentia Library District Policy 2325, Job Description- Library Aide to add a provision for working at the Check-Out Desk under the direct supervision of a Library Clerk.

AYES: Escobosa, DeVecchio, Dinsmore
NOES: None

ABSTAIN: None
ABSENT: Shkoler, Wood

**NOTARY PUBLIC
SERVICES**

Trustee DeVecchio recommended this item to the next Board Meeting when all the trustees are present to discuss. The Trustees in attendance agreed.

**TELEPHONE
SYSTEM**

It was moved by Trustee Dinsmore and seconded by Trustee DeVecchio to award contract to E.A.R. Teleconsulting, Inc, of Wilmington, CA in the amount of \$11,332.46.

**POLICY 3030, FIXED
ASSET
ACCOUNTING**

It was moved by Trustee DeVecchio and seconded by Secretary Escobosa to declare the revision of Placentia Library District Policy 3030, Fixed-Asset Accounting, to be an urgent item and it waives the requirement that the revision must be discussed at the Regular Board Meeting prior to the Regular Board Meeting at which it is adopted.

AYES: Escobosa, DeVecchio, Dinsmore
NOES: None
ABSTAIN: None
ABSENT: Shkoler, Wood

It was moved by Trustee DeVecchio and seconded by Trustee Dinsmore to revise the Placentia Library District Policy 3030.3.1, Fixed-Asset Accounting, to change the applicable purchase for inclusion in the Fixed-Asset Accounting Schedule for equipment and tools from more than \$500 to more than \$5,000 per item.

STAFF REPORTS

It was moved by Trustee DeVecchio and seconded by Trustee Dinsmore to approve Agenda Items 34-43.

Library Director's Report

Program Committee Report for October 2004.

Children's Services Report for October 2004.

Placentia Library Literacy Services Report for October 2004.

Placentia Library Web Site Report for October 2004.

Technology Report for October 2004.

Publicity Materials produced for October 2004.

Safety Committee Minutes for October 2004.

AYES: Escobosa, DeVecchio, Dinsmore
NOES: None
ABSTAIN: None
ABSENT: Shkoler, Wood

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**AGENDA
PREPARATION**

Agenda Preparation for the November Regular Meeting will be held on Monday, December 20, 2004 at 6:30 P.M.

ADJOURNMENT

The Regular Meeting of the Board of Trustees of the Placentia Library District for November 22, 2004 adjourned at 7:45 P.M.

**DECEMBER
MEETING**

The November Regular Library Board Meeting will be held on Monday, December 20, 2004 at 6:30 P.M. in the Library Conference Room.

Betty Escobosa
Secretary
Library Board of Trustees

Al Shkoler
President
Library Board of Trustees



**MINUTES
PLACENTIA LIBRARY DISTRICT
SPECIAL MEETING OF THE BOARD OF TRUSTEES
December 2, 2004**

CALL TO ORDER President Shkoler called the Special Meeting of the Placentia Library District Board of Trustees to order on December 2, 2004 at 5:04 P.M.

ROLL CALL **Members Present:** President Al Shkoler; Secretary Betty Escobosa, Trustees Richard DeVecchio, Peggy Dinsmore and Gaeten Wood.

Members Absent: None

Others Present: None

**ADOPTION OF
AGENDA** No action was taken on the Agenda.

**ORAL
COMMUNICATIONS** No members of the public requested to address the Board.

CLOSED SESSION Pursuant to California Government Code Section 54957 (The Brown Act), a Closed Session was held to discuss a personnel matter.

ADJOURNMENT President Shkoler adjourned the Special Meeting of the Board of Trustees of the Placentia Library District at 5:38 P.M.

Richard Devecchio
Trustee
Library Board of Trustees

Al Shkoler
President
Library Board of Trustees



FRIENDS OF PLACENTIA LIBRARY
Board of Directors Meeting
December 6, 2004

President, Eleanor Rankin called the meeting to order at 7 PM. The following Directors were present Eleanor Rankin, Nadine Blansett, Pat Irot, Barbara Hemmerling, Ginny Sanatar, Virginia Walker, Frances Stoller, Renee Scott, Camille Himes, Brenda Benner and Ted Farkas. There was no representative from the Trustees. Jim Roberts and Laranne Millonzi represented the staff.

The **Secretary**, Barbara Hemmerling, read the minutes of the November 1, 2004 board meeting. They were approved as read. **Treasurer**-Camille Himes reported a balance of \$12,860.68/**Financial Secretary**; Ginny Sanatar reported \$1,917.90 was deposited in our account in November. Brenda Benner moved that we reimburse Pat Irot \$61.25. This expense was for office supplies used for the Bookstore. Camille Himes seconded the motion. The motion carried. Camille Himes made a motion to pay two invoices from Omnigraphic. The first for \$355.06; the second for \$859.84. These expenses were for stationery, envelopes, and return envelopes used for the annual Friends membership campaign. Virginia Walker seconded the motion. The motion carried.

President' Report: .1) 130 persons attended the Foundation's Donor Reception at Emerald Isle. Positive comments were heard for the food, entertainment, and surroundings. 2) Barbara Hemmerling attended the November 22 Trustee's meeting. She said the Trustee's are very appreciative of the many hours the Friends donate to the library and are supportive of all we do. .3) Citizen-of-the-Year Breakfast Friday, December 10. Camille Himes has been nominated by The Friends of Placentia Library and the Placentia Round Table Women's Club. Jim Roberts has been nominated by Placentia Rotary and the Placentia Community Network. 4) Author's Lunch- Brenda Benner and Camille Himes will work with Alta Vista to choose a menu for this event. 5) Eleanor asked the Friends board members to let her know in writing by the next meeting, January 3, 2005, if they plan to run for re-election.

Chair Reports: 1) Workroom/ Bookstore/Volunteers-Pat Irot discussed the Excess Book Disposition. Without Elizabeth Minter to guide us, Pat could not give any definite plans. We do have 13 boxes packed, taking up valuable storage room. The bookstore is now open for two, two hour periods on Saturdays. Peggy Minter, Pat Irot and Nadine Blansett worked very hard to replace all 25 cent books on the shelves in the hallway with 50 cent books. These are arranged by category as before. One rounder is now holding 25cent books. The other rounder continues to have 75 cent or higher paper back books. 2) Membership-Ted Farkas and Laranne Millonzi reported that 62 memberships have come in already. In late January a complete report will be available. 3) Publicity-Pat Irot continues to place appropriate news items in the paper. 4) Second

Sunday Book Sales-Ginny Sanatar. The date for the May sale will be the 15th-the third Sunday because of Mother's Day. The following is the schedule through March. **December 12**-Ginny Sanatar, Virginia Walker, Nadine Blansett. **January 9**- Nadine Blansett, Barbara Hemmerling. **February 13** – Frances Stoller, Renee Scott, Nadine Blansett. **March 13**-Ginny Sanatar, Virginia Walker, Nadine Blansett. **5) Silent Auction**-Nadine Blansett reported \$159 for the month of November.

Library Reports:

Jim Roberts. 1) 19 full and part time staff completed a course of CPR training. This will be useful while at work in the library and in their private life. 2) The staff has adjusted well to the revised schedules required when the new hours were implemented. It was difficult but they cooperated and worked together to accomplish the change in just three months. 3) Toby and Jim will be going to Scholastic this week to choose books for the Christmas 2004. 850 children will receive these gift books.

Next meeting-January 3, 2005

Barbara Hemmerling, Secretary

PLACENTIA LIBRARY DISTRICT
Summary of Nonstandard Claims
December 20, 2004

TYPE	REPORT NUMBER	AMOUNT
	TOTAL	0.00

Prepared by: Wendy Goodson



PLACENTIA LIBRARY DISTRICT
Summary of Claims Forwarded by the Library Director & Library Trustees
December 20, 2004

	DATE	CLAIM NUMBER	AMOUNT
LIBRARY DIRECTOR	November 29, 2004	4679	5,666.23
	November 30, 2004	4680	651.00
	November 30, 2004	4681	3,526.96
	November 30, 2004	4682	8,104.95
	December 1, 2004	4683	6,824.00
	December 9, 2004	4684	5,850.94
	December 9, 2004	4685	4,062.13
	December 9, 2004	4686	8,410.64
TOTAL BY LIBRARY DIRECTOR			\$ 43,096.85
TOTAL			<u>\$ 43,096.85</u>

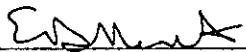
Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92670

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

Payee Name and Address Social Security/Tax ID	APPROVED CLAIMS						A C's Use Only	
	Date/ Invoice#	Orgn	Obj/ Rev/ BS Acct	Sub Obj/ Rev	Rept Cat	AMOUNT	Doc Number	SC
need vendor # EARTEL 1316 W. Mauretania St. Wilmington, CA 90744	11075 50% upon acceptance		4000	00		5,666.23		

PLEASE PAY IMMEDIATELY

The claims listed above (totaling \$5,666.23) 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 11/30/04
REPORT NO 4680

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
need vendor # Innovative Media Productions 1122 East Lincoln Avenue Ste B300 Orange Ca 92865	11-10-04/00-488		1900	00		651.00		
PLEASE PAY IMMEDIATELY								

The claims listed above (totaling \$651.00) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.


APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

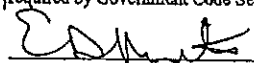
DATE 11/30/04
REPORT NO 4681

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

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

Payee Name and Address Social Security/Tax ID	APPROVED CLAIMS							A C's Use Only	
	Date/ Invoice#	Orgn	Obj/ Rev/	Sub Obj/ Rev	Rept Cat	AMOUNT	Doc Number	SC	
			BS Acct						
N01074 The Gas Company PO Box C Monterey Park, CA 91756	11-19-04 053 911 8800 9		2800	00		895.51			
N01877 Julie Shook c/o Placentia Library District 411 East Chapman Avenue Placentia, CA 92870-6198	11/04 Internet Library Conference Reimb		2700	00		84.90			
N03659F Southern California Water 500 Cameron St Placentia, CA 92870	11/22/04 312083-9		2800	00		169.87			
N03769D County of Orange P.O. Box 567 Santa Ana, CA 92702	11-15-04 231375		1900	00		1,000.00			
N03833 Brodart Co. P.O. Box 3488 Williamsport, PA 17705	11-17-04 538360		1800	00		514.30			
N03825M Dept. 31 - 0000073264 Staples Credit Plan P.O. Box 9020 Des Moines, IA 50368-9020	11-4-04 X73264		1800	00		221.74			
N03940 Gaylord Bros., Inc. P. O. Box 4901 Syracuse, NY 13221-4901	11-2-04 670408		1800	00		490.50			
N05445B Consolidated Reprographics 345 Clinton Street Costa Mesa, CA 92626	11-18-04 270145		180	00		150.14			

The claims listed above (totaling \$3,526.96) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.


APPROVED BY

COUNTERSIGNED BY

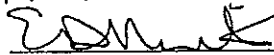
ATTESTED AND/OR COUNTERSIGNED BY

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

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

APPROVED CLAIMS								
Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/	Sub	Rept Cat	AMOUNT	A C's Use Only	
			Rev/ BS Acct	Objt/ Rev			Doc Number	SC
N06569B Demco P.O. Box 8048 Madison, WI 53708-8048	11-16-04 1858374		1800	00		107.70		
N06819 American Library Association 77-6499 Chicago, IL 60678-6499	Elizabeth D. Minter Jim Roberts		1600	00		250.00		
			1600	08		150.00		
						400.00		
N06903 Advanced Office Services 1430-K Village Way Santa Ana, CA 92705	11/16/04 AR39100		1300	08		73.85		
N09054 Volunteer Center of Orange Co. 1901 E. Fourth St., Ste. 100 Santa Ana, CA 92705	PLD Membership		1600	00		375.00		
N09141 Dick's Lock & Safe 111 W. Chapman Ave. Placentia, CA 92870	11-29-04 90580		1400	00		60.81		
N22072A Performance Technology Group P.O. Box 26001 Santa Ana, CA 92799-6001	11-22-04 04-11016		1300	01		6,500.00		
N27368A The Hartford Group Benefits 75 Remittance Drive, Ste. 1641 Chicago, IL 60675-1641	11-20-04 Dec 04		0300	00		303.19		
need vendor # Toby Silberfarb c/o Placentia Library District 411 E. Chapman Avenue Placentia CA 92870	11-04 CLLS Annual Meeting Travel Reimb		2700	00		284.40		

The claims listed above (totaling \$8,104.95) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.


APPROVED BY

COUNTERSIGNED BY

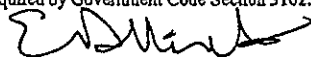
ATTESTED AND/OR COUNTERSIGNED BY

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

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

APPROVED CLAIMS								
Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/	Sub	Rept Cat	AMOUNT	A C's Use Only	
			Rev/ BS Acct	Objt/ Rev			Doc Number	SC
N23030 Linda Baesler 150 Anned Dr. Placentia CA 92870 502-50-4248	Oct 2004 Music & Story Time		1900	00		540.00	02	
N06686G Office Depot Credit Plan Dept 56-6183976509 PO Box 9020 Des Moines IA 50368-9020	10/21/04 X6509		1800	00		2,092.70		
N18816 I.M.P.A.C Government Svcs PO Box 6350 Fargo, ND 58125-6350	Oct-04 X9240		0900	00		57.22		
			1800	00		163.18		
			1900	00		6.95		
			2400	01		58.07		
			2400	05		426.92		
			2700	01		257.77		
	4000	00		2,395.61				
						3,365.72		
N22558 Nancy Morty 1136 Moro Circle Placentia CA 98270-3078 557-46-8389	Spanish Lit Program Oct 04		1900	01		485.24	02	
N25348 Ana Maria Garcia 1962 W La Palma Ave Anaheim, CA 92801 608-40-2381	Spanish Lit Program Oct 04		1900	01		340.34	02	
PLEASE PAY IMMEDIATELY								

The claims listed above (totaling \$6,824.00) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.



APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT


DATE 12/09/04
REPORT NO 4684

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/	Objt/			Rev	Doc
			BS Acct	Rev	Cat		Number	
N01856 Munson, Cronick & Associates 2501 E. Chapman Ave., Ste. 220 Fullerton, CA 92831	11-30-04 24997		1900	00		2,554.00		
N01877 Julie Shook c/o Placentia Library District 411 East Chapman Avenue Placentia, CA 92870-6198	Travel Reimb Nov 04 Internet Lib. Conference		2700	00		152.34		
			2700	00		84.90		
						237.24		
N03648B Special T. Water Systems, Inc. 11934 Washington Blvd. Whittier, CA 90606	12-1-04 094373		1800	00		29.50		
N03651 Waxie Sanitary Supply P.O. Box 81006 San Diego, CA 92138-1006	11-29-04 66893223		1800	00		1,265.37		
N03653 Bear State Air Conditioning 3548 Enterprise Dr. Anaheim, CA 92807-1640	11-30-04 04-11-1632		1400	00		228.00		
N03752P SBC/MCI Dept. LA 21461 Pasadena, CA 91185-1461	11-2-04 714-223-1698 11-7-04 335-253-2062 11-4-04 714-524-8408		0700	01		543.19		
			0700	01		546.06		
			0700	08		45.46		
						1,134.71		
N03833 Brodart Co. P.O. Box 3488 Williamsport, PA 17705	11-4-04 535065 11-24-04 A37574		1800	00		44.10		
			0700	05		215.50		
						259.60		
N03844 Los Angeles Times PO Box 60062 Los Angeles, CA 90060-0062	12-1-04 0237497011		2400	04		107.52		
N06557 Care Resources Inc 9550 Warner Ave Ste 228 Fountain Valley CA 92708	Dec 04		1900	00		35.00		

The claims listed above (totaling \$5,850.94) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.



APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

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

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

Payee Name and Address Social Security/Tax ID	APPROVED CLAIMS						A C's Use Only	
	Date/ Invoice#	Orgn	Objt/ Rev/	Sub Objt/	Rept Cat	AMOUNT	Doc Number	SC
			BS Acct	Rev				
N06686G Office Depot Credit Plan Dept. 56 - 6183976509 P.O. Box 9020 Des Moines, IA 50368-9020	11-22-04 X6509		1800	00		329.50		
N06785 Hector Vargas Cleaning Service 318 Capistrano St. Placentia, CA 92870 SSN: 546-64-3104	12-6-04 062797		1400	00		1,300.00		
N06788 PRO Systems PO Box 4282 Laguna Beach CA 92652	12-5-04 05PLC024		1400	00		230.00		
N06808I Postage by Phone (Pitney Bowes) Reserve Account P.O. Box 856056 Louisville, KY 40285-6056	11-22-04 32021628		1803	00		500.00		
N06965 Paychex 200 E. Sandpointe, Ste. 100 P.O. Box 25159 Santa Ana, CA 92799	11-24-04 20041124		1900	00		335.85		
N09220A James A. Roberts c/o Placentia Library District 411 East Chapman Avenue Placentia, CA 92870-6198	Travel Reimb. CLLS Conf Nov 2004		2700	08		79.40		
N03940 Gaylord Bros., Inc. P. O. Box 4901 Syracuse, NY 13221-4901	11-30-04 682056		1800	00		1,238.68		
	11-18-04 677211		1800	00		48.70		
						1,287.38		

The claims listed above (totaling \$4,062.13) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.


APPROVED BY

COUNTERSIGNED BY

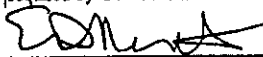
ATTESTED AND/OR COUNTERSIGNED BY

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

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

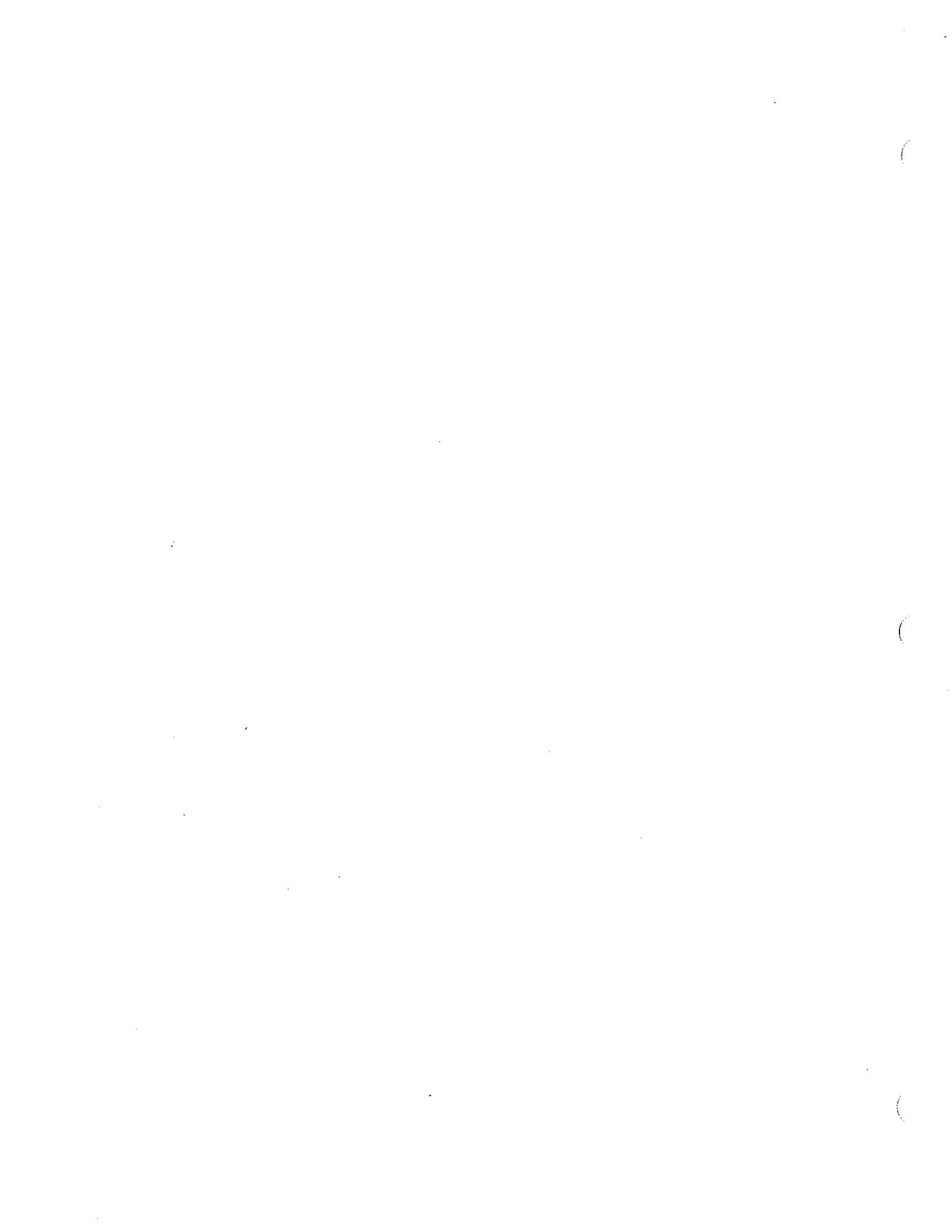
Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/		Rept Cat	AMOUNT	A C's Use Only	
			Rev/	Sub			Doc Number	SC
			BS Acct	Objt/ Rev				
N22558 Nancy L. Mory 1136 Moro Circle Placentia, CA 92870-3078 (SSN: 557-46-8389)	11-19-04 Spanish Lit Program		190	08		207.96	21	
N23434 Nextel Communications P.O. Box 54977 Los Angeles, CA 90054-0977	12-7-04 594682625		0700	00		67.19		
			0700	08		67.18		
						134.37		
N25348 Ana Maria Garcia 1962 W. La Palma Ave Anaheim, CA 92801 SSN 608-40-2381	11/19/04 Spanish Lit Program		1900	08		145.82	2	
N28040 Yesenia Gomez c/o Placentia Library District 411 E. Chapman Ave. Placentia, CA 92870	10-21-04 to 12-2-04 Travel Reimb.		2700	01		28.95		
			2700	01		5.63		
						34.58		
N28150 Blue Cross of California File 54630 Los Angeles, CA 90054-0830	Jan 2005 0200412074016		0300	00		6,128.85		
N29537 Machoskie & Associates 29 Crooked Stick Drive Newport Beach, CA 92660	12-1-04 97-2004		1900	08		1,000.00		
need vendor# Pitney Bowes PO Box 856042 Louisville KY 40285-6042	11-24-04 17834748869		1803	00		189.06		
need vendor # Specialized Services of SoCal PO Box 3760 Fullerton CA 92834-3760	12-1-04 1011		1900	00		570.00		

The claims listed above (totaling \$8,410.64) 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.


APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY



PLACENTIA LIBRARY DISTRICT
Current Claims and Payroll
December 20, 2004

TYPE	REPORT NUMBER	AMOUNT
Regular	4687	3,053.75
	4688	1,872.12
	4689	6,351.60
	4690	250.67
	4691	11,438.67
Subtotal for Regular		22,966.81
Payroll	1/5/2005	33,632.62
	1/19/2005	33,247.27
Subtotal for Payroll		66,879.89
TOTAL CURRENT CLAIMS & PAYROLL		89,846.70

Prepared by: Wendy Goodson

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 12/20/04
REPORT NO 4687

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

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

Payee Name and Address Social Security/Tax ID	APPROVED CLAIMS							A C's Use Only	
	Date/ Invoice#	Orgn	Obj/	Sub	Rept Cat	AMOUNT	Doc Number	SC	
			Rev/ BS Acct	Obj/ Rev					
N01902 Rourke Publishing PO Box 3328 Vero Beach FL 32964	11-2-04 031179		2400	01		167.00			
N03643A Recorded Books, LLC P.O. Box 64900 Baltimore, MD 21264-4900	12-6-04 2235571 12-2-04 2228509 11-15-04 2210134		2400	05		21.39 60.13 223.48			
						305.00			
N03828F Baker & Taylor Books 135 S. LaSalle, Dept. 1205 Chicago, IL 60674-1205	11-14-04 4004441976		2400	03		7.50			
N03833 Brodart Co. P.O. Box 3488 Williamsport, PA 17705	11-05-04 H356817 11-05-04 H356816 11-10-04 H366967 11-10-04 H366968 11-10-04 H366969 11-10-04 H366970 11-10-04 H366971 11-10-04 H366972 11-10-04 H366973 11-10-04 H366974 11-19-04 H386707 11-19-04 H386708 11-19-04 H386709 11-19-04 H386705 11-19-04 H386706 11-16-04 H378334 12-01-04 H400701 12-01-04 H400702 12-01-04 H400704 12-01-04 H400703 12-03-04 H406866 12-03-04 H406867		2400	01		170.85 59.77 406.34 28.22 624.92 19.30 20.53 76.71 134.01 84.11 42.73 28.22 192.81 39.24 167.77 28.17 28.17 297.04 28.17 37.92 31.08			
						2,574.25			

The claims listed above (totaling \$3,053.75) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

Page Total

3,053.75

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

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

Payee Name and Address Social Security/Tax ID	APPROVED CLAIMS							
	Date/ Invoice#	Orgn	Objt/	Sub	Rept Cat	AMOUNT	A C's Use Only	
			Rev/ BS Acct	Objt/ Rev			Doc Number	SC
N03842A Ingram Library Services P.O. Box 502779 St. Louis, MO 63150-2779	12-06-04 91759636		2400	01		187.98		
	11-22-04 91524557		2400	01		29.27		
	11-22-04 91524556		2400	01		16.24		
	11-22-04 91524555		2400	01		16.65		
	11-22-04 91524554		2400	01		35.42		
	11-22-04 91524553		2400	01		17.68		
	11-22-04 91524552		2400	01		76.49		
	11-22-04 91524551		2400	01		8.68		
	11-18-04 91477202		2400	01		16.60		
	11-18-04 91477201		2400	01		15.88		
	11-18-04 91477200		2400	01		13.32		
	11-18-04 91477199		2400	01		16.83		
	11-18-04 91477198		2400	01		49.19		
	11-18-04 91477197		2400	01		15.20		
	11-18-04 91477196		2400	01		51.85		
	11-18-04 91477195		2400	01		135.26		
	11-10-04 91347092		2400	01		65.69		
	11-10-04 91347091		2400	01		126.47		
	11-10-04 91347090		2400	01		13.11		
	11-30-04 91633676		2400	01		18.78		
	11-30-04 91633675		2400	01		18.85		
	11-30-04 91633674		2400	01		24.34		
	11-30-04 91633673		2400	01		12.17		
	11-30-04 91633672		2400	01		31.86		
	11-30-04 91633671		2400	01		16.76		
	11-30-04 91633669		2400	01		4.73		
	12-01-04 91675099		2400	01		309.56		
	12-01-04 91675098		2400	01		214.31		
	12-01-04 91675097		2400	01		37.94		
	12-01-04 91668368		2400	01		15.68		
	12-01-04 91668367		2400	01		44.43		
	12-07-04 91779059		2400	01		17.47		
	12-07-04 91779058		2400	01		19.02		
12-07-04 91779057		2400	01		17.61			
					1,711.32			
N03845A Marshall Cavendish PO Box 2001 Tarrytown, NY 10591-9001	11-12-04 R682608		2400	01		160.80		

The claims listed above (totaling \$1,872.12) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY _____

COUNTERSIGNED BY _____

ATTESTED AND/OR COUNTERSIGNED BY _____

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 12/20/04
REPORT NO 4689

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/	Objt/			Doc	SC
			BS Acct	Rev			Number	
N29833	11-23-04 RI13713297		2400	03		4,843.35		
Thomas Gale	11-23-04 13710297		2400	01		28.40		
PO Box 95501	11-24-04 13713783		2400	01		202.04		
Chicago IL 60694-5501	11-16-04 13700159		2400	01		146.61		
	11-01-04 13655001		2400	01		146.14		
	11-16-04 13702333		2400	01		85.20		
						5,451.74		
N15508	12-07-04 200412-43		1900	00		15.00		
Cosmoslink Internet Services 3030 Saturn St., Ste. 200 Brea, CA 92821								
N19647A	12-01-04 144492		1900	00		89.50		
Unique Management Services 119 E. Maple St. Jeffersonville, IN 47130								
N21086B	11-17-04 467591		2400	01		207.50		
Grey House Publishing	09-09-04 457352		2400	01		148.50		
PO Box 860	09-16-04 458436		2400	01		150.50		
185 Millerton Rd Millerton, NY 12546								
N22268	11-16-04 1004414		2400	02		22.99		
Midwest Tape	10-27-04 899667		2400	02		29.99		
PO Box 820 Holland OH 43528						52.98		
N22558	12-10-04		1900	00		138.64	"2"	
Nancy L. Mory 1136 Moro Circle Placentia, CA 92870-3078 (SSN: 557-46-8389)	Spanish Lit Program							
N25348	12-10-04		1900	08		97.24	"2"	
Ana Maria Garcia 1962 W. La Palma Ave Anaheim, CA 92801 SSN 608-40-2381	Spanish Lit Program							

The claims listed above (totaling \$6,351.60) 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 B

Page Total

6,351.60

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

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

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
N27838 BBC Audiobooks America P.O. Box 1450 Hampton, NH 03843-1450	11-10-04 177753		2400	05		34.97		
N29645 Shawn Robison c/o Placentia Library District 411 E. Chapman Ave Placentia CA 92870	11-06-04to12-04-04 Travel Reimb		2700	01		12.00		
N29831 Lerner Group 1251 Washington Ave North Minneapolis MN 55401	11-19-04 L547339		2400	01		18.26		
need vendor# Heinemann Library PO Box 0841 Carol Stream IL 60132-0841	11-12-04 59869203 11-05-04 59786865		2400 2400	01 01		146.73 38.71 185.44		

The claims listed above (totaling \$250.67) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY _____

COUNTERSIGNED BY _____

ATTESTED AND/OR COUNTERSIGNED BY _____

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

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

APPROVED CLAIMS								
Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/	Sub	Rept Cat	AMOUNT	A C's Use Only	
			Rev/ BS Acct	Objt/ Rev			Doc Number	SC
N03651 Waxie Sanitary Supply P.O. Box 81006 San Diego, CA 92138-1006	12-09-04 67093294		1000	00		96.87		
N03656 Pacific Clippings P.O. Box 11789 Santa Ana, CA 92711	11-10-04 5354		1900	00		42.00		
N03769D County of Orange P.O. Box 567 Santa Ana, CA 92702	12-13-04 231379 Auditor-Controller Costs		1900	00		6,103.00		
N03660 Elizabeth D. Minter (Petty Cash) Placentia Library District Petty Cash Reimbursement 411 East Chapman Avenue Placentia, CA 92870-6198	10-8-04to11-14-04 Petty Cash Checks		0900	00		141.78		
			0900	08		111.59		
			1800	00		412.80		
			2400	01		119.18		
			2700	00		1,148.94		
			2700	01		20.00		
						1,954.29		
N00692-A Special District Risk Management 1112 I Street, Suite 300 Sacramento, CA 95814	12-10-04 0003376		0350	00		2,813.00		
N03738D Pitney Bowes PO Box 856390 Louisville, KY 40285-6390	12-10-04 310258		2100	00		97.73		
N06819 American Library Association 77-6499 Chicago, IL 60678-6499	Membership 04-05 Julie Shook		1600	00		210.00		
need vendor # Sign A Rama 5642 E. La Palma Suite 108 Anahelm CA 92807	12-10-04 8967		1800	00		121.78		

The claims listed above (totaling \$11,438.67) 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 _____



County of Orange
ELECTRONIC FUNDS TRANSFER
A/P PAYMENT REQUEST AND TRANSMITTAL

Email to: Treasurer-Tax Collector cashmgmt@ttc.ocgov.com or Fax to: 834-2912

Please Pay \$ 33,632.62 on 1 | 5 | 05

Send To: Bank Name: Wells Fargo Bank
 ABA #: 121000248
 Account Name: Placentia Library District
 Account #: 2011939659
 Reference: Payroll #14

Description: Payroll

Department / Agency

Contact: Elizabeth D. Minter, Library Director

Name and Title

714-528-1925

Phone Number

714-528-8236

FAX Number

AUDITOR COPY SUBMITTED TO:

CLAIMS AUDIT

CHECK WRITING

Vendor Code: N03641

DEPARTMENT'S USE -- COMPLETE IN DETAIL												A-C USE
FUND	AGCY	ORG	ACTV	OBJ	SUB OBJ	REV	SUB REV	JOB NUMBER	REPT CATG	B S ACCT	AMOUNT	SP CD
707	707			0100	00						31,393.18	
707	707			200	00						2,239.44	
ENCUMBRANCE REVERSAL: <input type="checkbox"/> YES <input type="checkbox"/> NO											TOTAL PAYMENT	33,632.62
I HEREBY CERTIFY THAT THIS CLAIM IS TRUE AND CORRECT AND THAT PAYMENT HAS NOT BEEN RECEIVED BY				EXPENDITURES AUTHORIZED AND APPROVED BY				APPROVED DAVID E. SUNDSTROM, Auditor-Controller				
CLAIMANT	DATE	AUTHORIZED SIGNER		DATE	DEPUTY	DATE						

PLEASE DO NOT WRITE BELOW THIS LINE - FOR INTERNAL USE ONLY	
Auditor-Controller Approvals: Claims & Disbursing: Over Limit: \$100,000 (1) \$500,000 (2) \$1,000,000 (3) Claims & Disbursing Manager: _____ Check Writing: _____ General Ledger Approvals: Cash & Expense Budget: _____ Date: _____ WREC: _____	Transaction Reference Automated Clearing House (CH): _____ Wire Transfer (WT): _____ Automated Clearing House (IC): _____ MW Transaction #: _____ Treasurer-Tax Collector Information: Released By / Ref #: _____



County of Orange

ELECTRONIC FUNDS TRANSFER

A/P PAYMENT REQUEST AND TRANSMITTAL

Email to: Treasurer-Tax Collector cashmgmt@ttc.ocgov.com or Fax to: 834-2912

Please Pay \$ 33,247.27 on 1 | 19 | 05

Send To: Bank Name: Wells Fargo Bank
 ABA #: 121000248
 Account Name: Placentia Library District
 Account #: 2011939659
 Reference: Payroll #15

Description: Payroll

Department / Agency

Contact: Elizabeth D. Minter, Library Director
Name and Title
714-528-1925 714-528-8236
Phone Number FAX Number

AUDITOR COPY SUBMITTED TO: CLAIMS AUDIT
 CHECK WRITING

Vendor Code: N03641

DEPARTMENT'S USE -- COMPLETE IN DETAIL											A-C USE	
FUND	AGCY	ORG	ACTV	OBJ	SUB OBJ	REV	SUB REV	JOB NUMBER	REPT CATG	B S ACCT	AMOUNT	SP L
707	707			0100	00						31,007.83	
707	707			200	00						2,239.44	
ENCUMBRANCE REVERSAL: <input type="checkbox"/> YES <input type="checkbox"/> NO											TOTAL PAYMENT	33,247.27
I HEREBY CERTIFY THAT THIS CLAIM IS TRUE AND CORRECT AND THAT PAYMENT HAS NOT BEEN RECEIVED BY				EXPENDITURES AUTHORIZED AND APPROVED BY				APPROVED DAVID E. SUNDBLUM , Auditor-Controller				
CLAIMANT			DATE		AUTHORIZED SIGNER			DATE		DEPUTY		DATE

PLEASE DO NOT WRITE BELOW THIS LINE - FOR INTERNAL USE ONLY			
Auditor-Controller Approvals:		Transaction Reference	
Claims & Disbursing:		Automated Clearing House (CH): _____ Wire Transfer (WT): _____	
Over Limit:	\$100,000 (1) \$500,000 (2) \$1,000,000 (3)	Automated Clearing House (IC): _____	
Claims & Disbursing Manager: _____		MW Transaction #: _____	
Check Writing: _____		Treasurer-Tax Collector Information:	
General Ledger Approvals:		Released By / Ref # _____	
Cash & Expense Budget	Date	Wrec	

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director
SUBJECT: Cash Flow Analysis
DATE: December 20, 2004

BACKGROUND:

The Cash Flow Analysis for the General Fund for Fiscal Year 2004-2005 is Attachment A.

The Property Tax Apportionment Schedule for Fiscal Year 2004-2005 is Attachment B.

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

RECOMMENDATION:

Receive & File the Cash Flow Analysis for Fiscal Year 2004-2005 through December 20, 2004.



Placentia Library District
FY2004-2005 General Fund Cash Flow

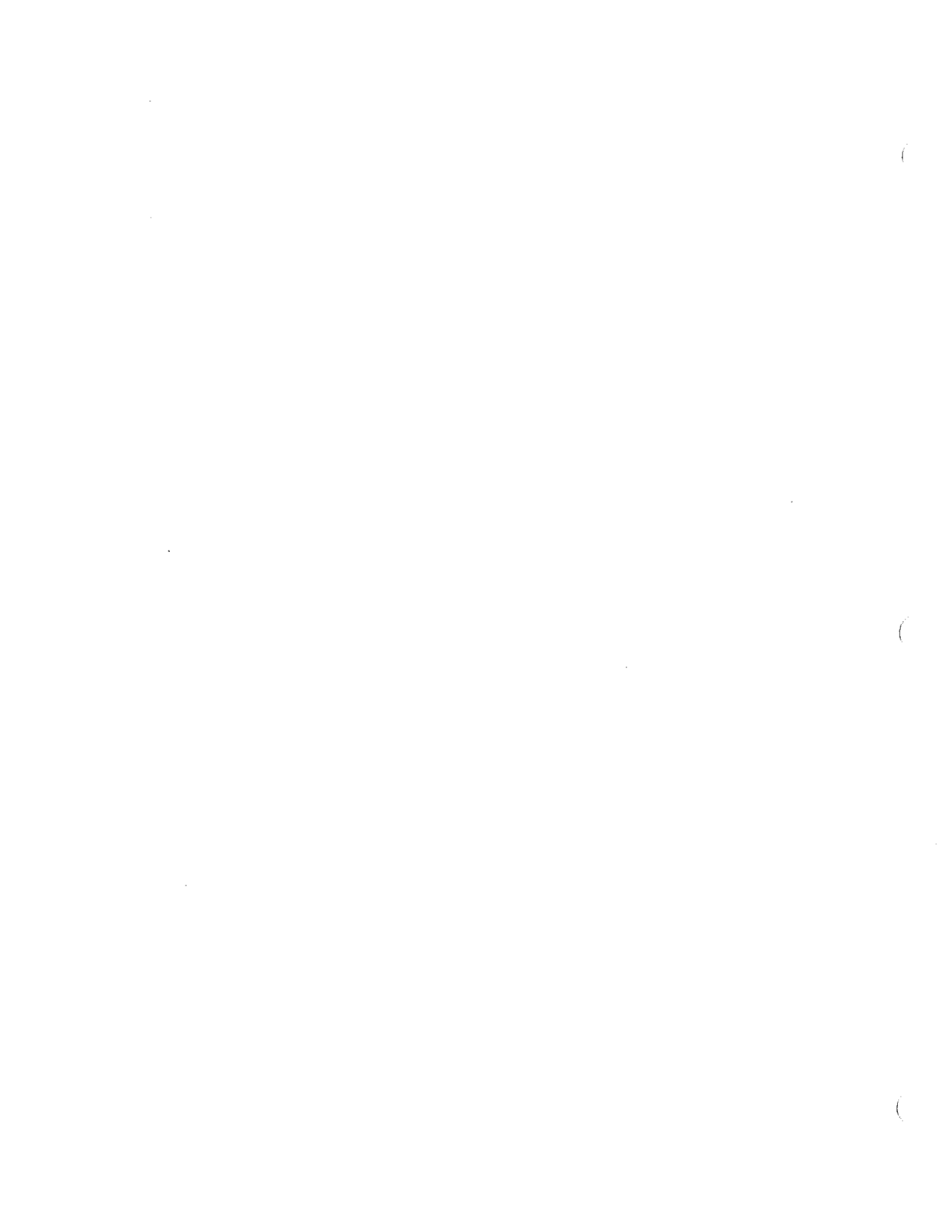
DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
07/01/03		Beginning Balance			707,872.67
05/24/04	4612	Payroll to wire July 8, 2004		31,154.00	676,718.67
06/16/04	4623	General by Library Director		2,319.00	674,399.67
06/30/04		Payroll to wire 07/21/04		32,653.50	641,746.17
06/30/04		Payroll to wire 08/04/05		32,653.50	609,092.67
06/30/04	4626	General by Library Director		3,205.53	605,887.14
06/30/04	4627	General by Library Director		120.61	605,766.53
07/07/04	4628	General by Library Director		4,795.93	600,970.60
07/07/04	4629	General by Library Director		17,712.52	583,258.08
07/14/04		Library Passport Revenue, Jul	9,800.50		593,058.58
07/14/04		Library Revenue, Jul	1,325.42		594,384.00
07/14/04		Interest Bank of the West	4.45		594,388.45
07/15/04		FY2003-2004 Secured #8	13,489.99	33.72	607,844.72
07/15/04		Supplemental 1985+	3,268.05		611,112.77
07/15/04		Delinquent Supplemental	1,630.01		612,742.78
07/15/04		Delinquent Supplemental Penalties	405.00		613,147.78
07/15/04		Supplemental 1984	1.30		613,149.08
07/15/04	4630	General by Library Director		12,819.81	600,329.27
07/15/04	4631	General by Library Director		636.90	599,692.37
07/19/04		Teeter Plan Delinquent Secured	12,766.29		612,458.66
07/26/04	4632	General		2,818.52	609,640.14
07/26/04	4633	General		4,017.23	605,622.91
07/26/04		Payroll to wire 08/18/05		31,513.17	574,109.74
07/26/04		Payroll to wire 09/01/05		31,513.17	542,596.57
07/27/04	4635	General by Library Director		446.40	542,150.17
07/28/04		Library Passport Revenue, Jul	8,968.85		551,119.02
07/28/04		Library Revenue, Jul	949.15		552,068.17
07/28/04	4634	General by Library Director		2,579.79	549,488.38
08/04/04	4636	General by Library Director		8,170.40	541,317.98
08/04/04	4647	General by Library Director		8,759.92	532,558.06
08/11/04		Supplemental #1	7,372.76		539,930.82
08/11/04	4639	General by Library Director		16,458.41	523,472.41
08/12/04	4638	General by Library Director		3,656.02	519,816.39
08/19/04		Library Passport Revenue, Aug	8,623.22		528,439.61
08/19/04		Library Revenue, Aug	1,573.32		530,012.93
08/19/04		Interest, Bank of the West	3.37		530,016.30
08/20/04		Interest, Jul	835.22	74.05	530,777.47
08/23/04	4640	General		3,844.89	526,932.58
08/23/04	4641	General		3,653.10	523,279.48
08/23/04	4642	General		6,681.06	516,598.42
08/23/04		Payroll to wire 09/15/05		34,309.78	482,288.64
08/23/04		Payroll to wire 09/29/05		32,299.52	449,989.12
08/26/04	4643	General by Library Director		10,975.77	439,013.35
08/26/04	4644	General by Library Director		8,897.41	430,115.94
08/27/04		Passport fee refund on Claim 4640	(31.00)		430,084.94
09/02/04	4645	General by Library Director		2,186.07	427,898.87
09/02/04	4646	General by Library Director		161.35	427,737.52

Placentia Library District
FY2004-2005 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
09/09/04	4648	General by Library Director		4,211.13	423,526.39
09/09/04	4649	General by Library Director		8,359.69	415,166.70
09/20/04	4650	General		2,728.08	412,438.62
09/20/04	4651	General		5,101.54	407,337.08
09/20/04		Payroll to wire 10/13/05		31,513.17	375,823.91
09/20/04		Payroll to wire 10/27/05		31,513.17	344,310.74
09/23/04	4652	General by Library Director		15,046.77	329,263.97
09/23/00	4653	General by Library Director		8,308.56	320,955.41
09/23/04	4654	General by Library Director		7,724.91	313,230.50
09/30/04	4655	General by Library Director		4,649.97	308,580.53
09/30/04	4656	General by Library Director		274.48	308,306.05
09/20/04		Unsecured	53,829.90	134.57	362,001.38
09/20/04		Supplemental #2	8,254.22		370,255.60
09/21/04		Interest, Aug	817.53	66.55	371,006.58
09/13/04		Interest, Bank of the West	3.28		371,009.86
09/13/04		State Library ILL, 5th Quarter	3,717.85		374,727.71
09/13/04		Library Revenue, Sep	1,503.43		376,231.14
09/13/04		Library Passport Revenue, Sep	7,416.30		383,647.44
10/05/04		State Library Literacy Grant	30,000.00		413,647.44
10/05/04		Library Passport Revenue, Sep	8,620.60		422,268.04
10/05/04		State Library ELLI Grant	8,520.00		430,788.04
10/05/04		Library Revenue, Sep	2,031.56		432,819.60
10/05/04		Target Grant	2,000.00		434,819.60
10/05/04		State Library ILL, 1st Quarter	1,496.30		436,315.90
10/07/04	4657	General by Library Director		2,430.29	433,885.61
10/07/04	4658	General by Library Director		9,838.86	424,046.75
10/13/04		Supplemental #3	3,337.05		427,383.80
10/14/04	4659	General by Library Director		4,957.25	422,426.55
10/14/04	4660	General by Library Director		2,050.60	420,375.95
10/25/04	4661	General		6,397.90	413,978.05
10/25/04	4662	General		3,939.56	410,038.49
10/25/04	4663	General		1,350.93	408,687.56
10/25/04	4664	General		11,624.32	397,063.24
10/25/04	4665	General		3,122.11	393,941.13
10/25/04	4666	General		1,225.39	392,715.74
10/25/04	4667	General		1,022.45	391,693.29
10/25/04		Payroll to wire 11/10/05		31,513.17	360,180.12
10/25/04		Payroll to wire 11/24/05		31,513.17	328,666.95
10/27/04		Library Passport Revenue, Oct	7,885.95		336,552.90
10/27/04		Library Revenue, Oct	2,257.48		338,810.38
10/28/04		Interest, Sep	735.10	53.91	339,491.57
11/04/04	4668	General by Library Director		14,852.96	324,638.61
11/04/04	4669	General by Library Director		1,762.09	322,876.52
11/04/04	4670	General by Library Director		7,241.20	315,635.32
11/04/04	4671	General by Library Director		1,865.84	313,769.48
11/17/04		Interest, Oct	756.03	51.77	314,473.74
11/18/04		Supplemental #4	2,779.54		317,253.28

Placentia Library District
FY2004-2005 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
11/22/04	4672	General		19,064.08	298,189.20
11/22/04	4673	General		3,094.00	295,095.20
11/22/04	4674	General		1,292.49	293,802.71
11/22/04	4675	General		52,051.00	241,751.71
11/22/04	4676	General		9,546.73	232,204.98
11/22/04	4677	General		7,518.20	224,686.78
11/22/04	4678	General		5,702.60	218,984.18
11/22/04		Payroll to wire 12/08/04		38,412.06	180,572.12
11/22/04		Payroll to wire 12/22/04		38,412.06	142,160.06
11/23/04		Secured #1	135,653.23	339.13	277,474.16
11/29/04	4679	General by Library Director		5,666.23	271,807.93
11/30/04	4680	General by Library Director		651.00	271,156.93
11/30/04	4681	General by Library Director		3,526.96	267,629.97
11/30/04	4682	General by Library Director		8,104.95	259,525.02
12/01/04	4683	General by Library Director		6,824.00	252,701.02
12/09/04	4684	General by Library Director		5,850.94	246,850.08
12/09/04	4685	General by Library Director		4,062.13	242,787.95
12/09/04	4686	General by Library Director		8,410.64	234,377.31
12/20/04	4687	General		3,053.75	231,323.56
12/20/04	4688	General		1,872.12	229,451.44
12/20/04	4689	General		6,351.60	223,099.84
12/20/04	4690	General		250.67	222,849.17
12/20/04	4691	General		11,438.67	211,410.50
12/20/04		Payroll to wire 1/5/05		33,632.62	177,777.88
12/20/04		Payroll to wire 1/19/05		33,247.27	144,530.61
12/20/04					144,530.61



Placentia Library District
Property Tax Apportionments
Fiscal Year 2004-2005

Date	Category	Amount
07/19/04	Secured Teeter Actual Final Delinquencies, FY05	2% - 4%
08/13/04	Prior Year Secured Taxes & Penalties #1 Jul	
08/13/04	Supplemental #1 Jul	
09/10/04	Prior Year Secured Taxes & Penalties #2 Aug	
09/18/04	Supplemental #2 Aug	
09/18/04	Unsecured collections at 8/31/04, #1	80% - 85%
10/15/04	Prior Year Secured Taxes & Penalties #3 Sep	
10/15/04	Supplemental #3 Sep	
11/12/04	Prior Year Secured Taxes & Penalties #4 Oct	
11/20/04	Supplemental #4 Oct	
11/25/04	Current secured #1	7% - 10%
12/10/04	Current secured #2	20% - 25%
12/10/04	Homeowners Property Tax Relief	15%
12/10/04	Prior Year Secured Taxes & Penalties #5 Nov	
12/18/04	Current secured #3	10% - 15%
12/18/04	Supplemental #5 Nov	
01/08/05	Homeowners Property Tax Relief	35%
01/14/05	Prior Year Secured Taxes & Penalties #6 Dec	
01/20/05	Current secured #4	4% - 7%
01/20/05	Supplemental #6 Dec	
01/20/05	Unsecured collections at 12/31/04, #2	5% - 10%
02/05/05	State-Assessed Public Utility, #1	49% - 50%
02/10/05	Prior Year Secured Taxes & Penalties #7 Jan	
02/19/05	Supplemental #7 Jan	
03/10/05	Prior Year Secured Taxes & Penalties #8 Feb	
03/18/05	Current secured #5	5% - 7%
03/18/05	Supplemental #8 Feb	
04/08/05	Unsecured collections at 03/31/05, #3	1% - 3%
04/14/05	Prior Year Secured Taxes & Penalties #9 Mar	
04/14/05	Supplemental #9 Mar	
04/19/05	Current secured #6	15% - 20%
05/10/05	Homeowners Property Tax Relief	35%
05/12/05	Prior Year Secured Taxes & Penalties #10 Apr	
05/20/05	Current secured #7	15% - 20%
05/20/05	Supplemental #10 Apr	
05/26/05	State-Assessed Public Utility, #2	49% - 50%
06/10/05	Homeowners Property Tax Relief	15%
06/16/05	Prior Year Secured Taxes & Penalties #11 May	
06/16/05	Prior Year Unsecured	
06/16/05	Supplemental #11 May	
06/16/05	Unsecured collections at 05/31/05, Final	3% - 6%
07/15/05	Current secured final for FY05	1% - 3%
07/15/05	Delinquent Supplemental, FY05	
07/15/05	Prior Year Secured Taxes & Penalties, FY05 #12 Jun	
07/15/05	Supplemental, FY05 #12 Jun	



Fund Balance Report
Post-Petition Balances (B/S Account 8010 - Cash)
 December 20, 2004

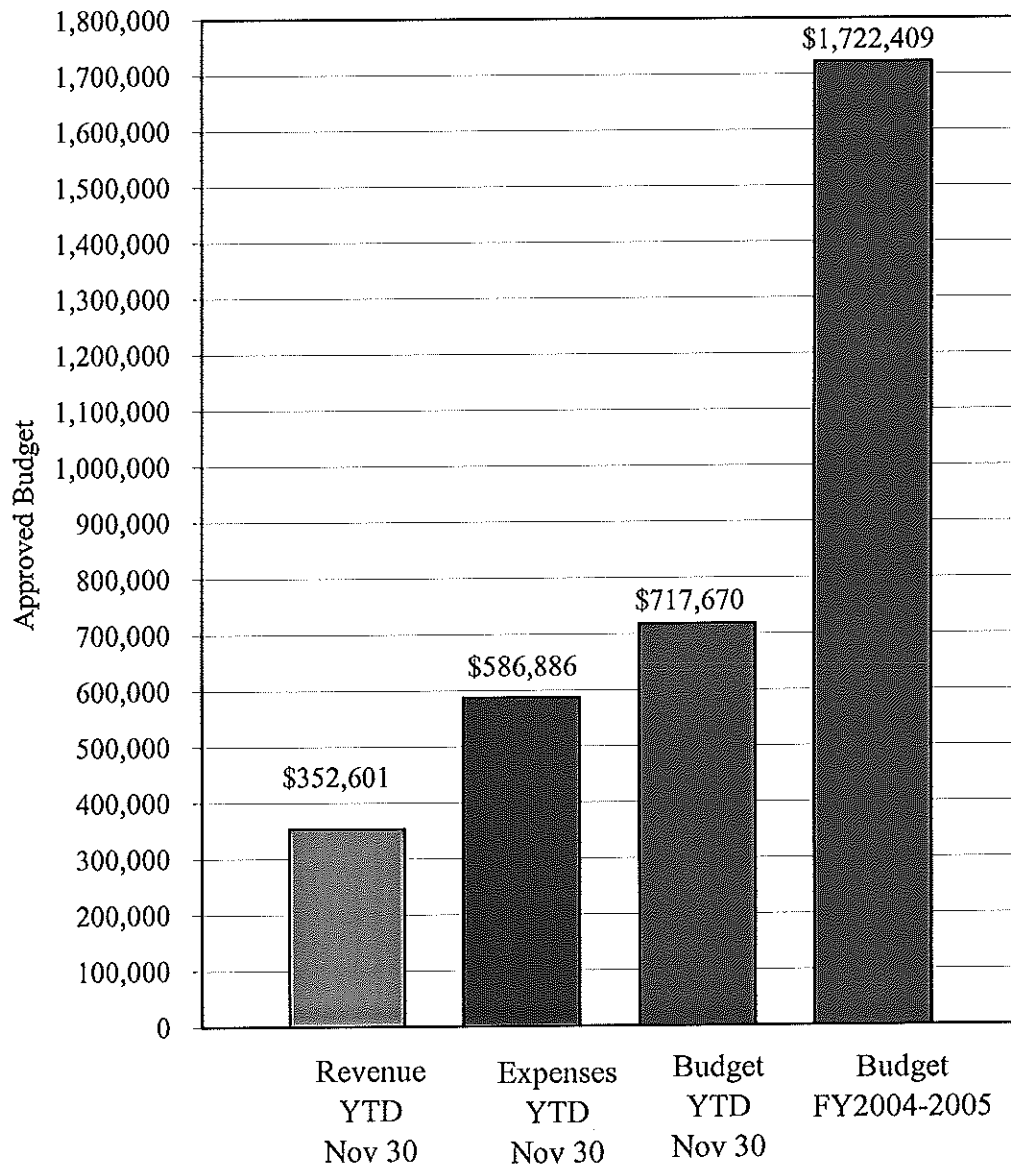
	Fiscal Year 2004-2005						
	Fund 702	Fund 703	Fund 706	Fund 707	Fund 708	TOTAL	TOTAL
	Maj Equip/Struc	Auto Replac	Bond Redempt	General Fund	Sick Lv Payoff	ALL FUNDS	EXCL GEN FUND
30-Jun-04	120,216.46	10,168.91	162,185.96	707,872.67	9,922.64	1,010,366.64	302,493.97
31-Jul-04	120,332.88	10,178.76	162,343.02	657,770.13	9,932.25	960,557.04	302,786.91
31-Aug-04	120,450.85	10,188.74	162,502.17	531,470.57	9,941.98	834,554.31	303,083.74
30-Sep-04	120,739.55	10,213.16	162,891.67	459,788.59	9,965.81	763,598.78	303,810.19
31-Oct-04	120,896.28	10,226.42	163,103.11	447,074.31	9,978.75	751,278.87	304,204.56
30-Nov-04	120,883.45	10,225.33	163,085.79	474,439.99	9,977.69	778,612.25	304,172.26
31-Dec-04	0.00	0.00	0.00	0.00	0.00	0.00	0.00
31-Jan-05	0.00	0.00	0.00	0.00	0.00	0.00	0.00
28-Feb-05	0.00	0.00	0.00	0.00	0.00	0.00	0.00
31-Mar-05	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30-Apr-05	0.00	0.00	0.00	0.00	0.00	0.00	0.00
31-May-05	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30-Jun-05	0.00	0.00	0.00	0.00	0.00	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

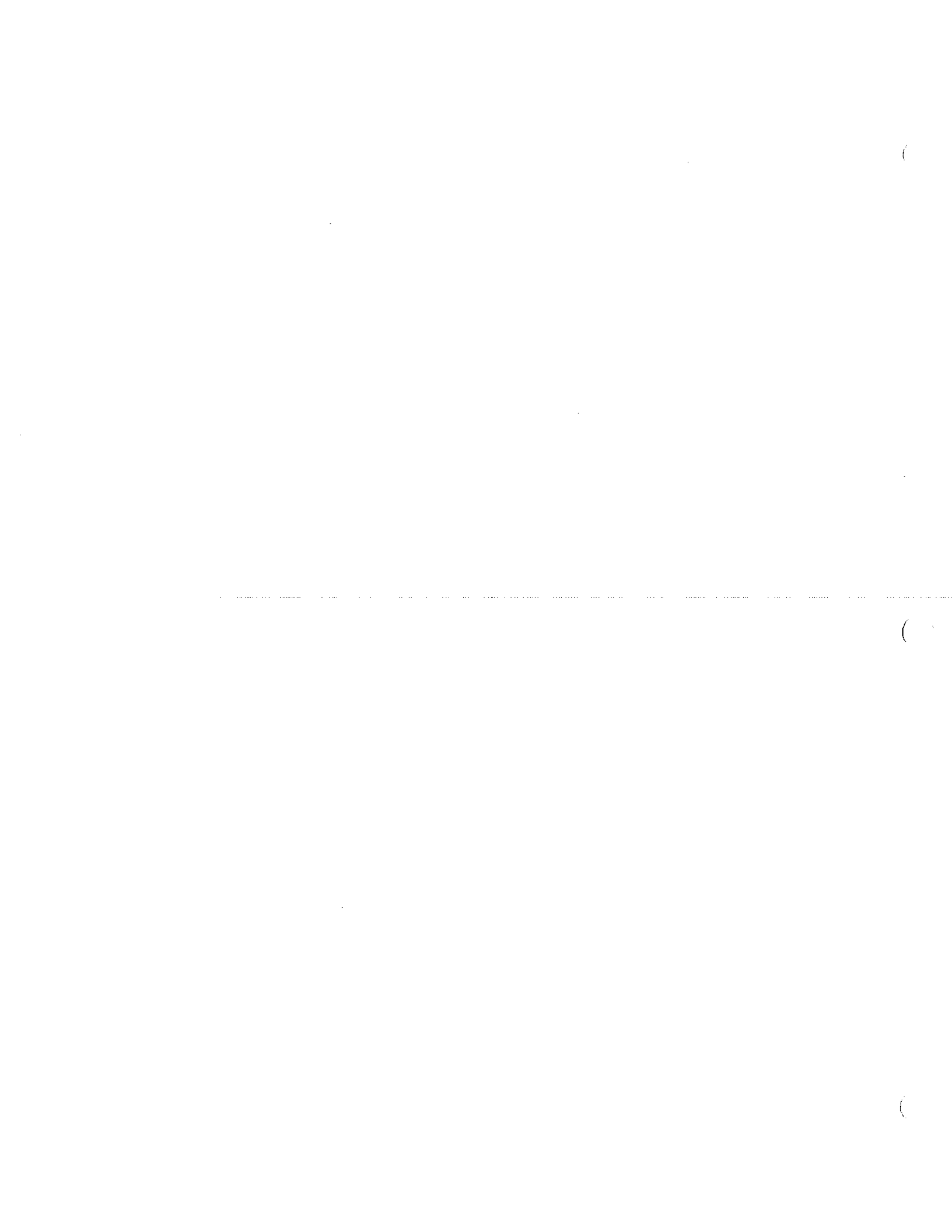
	Fiscal Year 2003-2004						
	Fund 702	Fund 703	Fund 706	Fund 707	Fund 708	TOTAL	TOTAL
	Maj Equip/Struc	Auto Replac	Bond Redempt	General Fund	Sick Lv Payoff	ALL FUNDS	EXCL GEN FUND
30-Jun-03	118,846.09	10,052.98	160,401.17	518,205.57	9,809.52	817,315.33	299,109.76
31-Jul-03	118,833.87	10,051.95	160,384.68	451,500.55	9,808.51	750,579.56	299,079.01
31-Aug-03	118,967.59	10,063.26	160,509.55	400,642.44	9,819.55	700,002.39	299,359.95
30-Sep-03	119,075.36	10,072.38	160,654.95	314,934.39	9,828.45	614,565.53	299,631.14
31-Oct-03	119,194.54	10,082.47	160,815.76	197,523.75	9,838.29	497,454.81	299,931.06
30-Nov-03	119,298.06	10,091.23	160,955.42	235,572.22	9,846.84	535,763.77	300,191.55
31-Dec-03	119,635.03	10,119.72	161,410.07	611,904.10	9,874.66	912,943.58	301,039.48
31-Jan-04	119,750.61	10,129.50	161,566.01	545,332.06	9,884.20	846,662.38	301,330.32
28-Feb-04	119,875.17	10,140.04	161,734.07	523,002.49	9,894.48	824,646.25	301,643.76
31-Mar-04	119,984.08	10,149.26	161,881.01	492,191.83	9,903.47	794,109.65	301,917.82
30-Apr-04	120,098.27	10,158.92	162,035.07	763,712.62	9,912.89	1,065,917.77	302,205.15
31-May-04	120,009.19	10,169.99	162,203.13	786,668.72	9,923.69	1,088,974.72	302,306.00
30-Jun-04	120,216.46	10,168.91	162,185.96	707,872.67	9,922.64	1,010,366.64	302,493.97
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 2004 - 2005

General Fund Cash Flow





PLACENTIA LIBRARY DISTRICT
REVENUE REPORT FOR FUND 707

(Prepared from the Orange County Auditor's Report)
December 20, 2004

OBJECT CODE	DESCRIPTION	FY2004-2005 BUDGETED	FY2004-2005 YTD	FY2003-2004 YTD	FY2004-2005 NOV 2004	FY2003-2004 NOV 2003	FY2004-2005 % EXP BUD
6210-00	Prop. Taxes - current secured	1,234,995.00	149,143.22	128,455.44	135,653.23	128,455.44	12.08%
6210-01	Public Utility	22,500.00	0.00	0.00	0.00	0.00	0.00%
6210-04	Teeter Plan - current delinquent	14,500.00	0.00	0.00	0.00	0.00	
	TOTAL PROP. TAXES - CURRENT SECURED	1,271,995.00	149,143.22	128,455.44	135,653.23	128,455.44	11.73%
6220	PROP. TAXES - CURRENT UNSECURED	61,000.00	53,829.90	52,712.49	0.00	0.00	88.25%
6230-00	Prop. Taxes - Prior Secured	13,000.00	0.00	0.00	0.00	0.00	
6230-01	Prior year's secured final apportionment	0.00	0.00	16,611.57	0.00	0.00	
6230-02	Secured prior years	0.00	0.00	0.00	0.00	0.00	
6230-03	Tax deed land sales	0.00	0.00	0.00	0.00	0.00	
6230-04	Teeter Plan buyout - FY1993-1994 only	0.00	12,766.29	14,296.23	0.00	0.00	
6230-10	Release of impounds	0.00	0.00	0.00	0.00	0.00	
6230-11	(1994 ERAF Refund)	0.00	0.00	0.00	0.00	0.00	
	TOTAL PROP. TAXES - PRIOR SECURED	13,000.00	12,766.29	30,907.80	0.00	0.00	98.20%
6240	TOTAL PROP. TAXES PRIOR UNSECURED	750.00	0.00	0.00	0.00	0.00	0.00%
6250	TAXES - SPECIAL DISTRICT AUGMENTATION	4,000.00	0.00	0.00	0.00	0.00	
6260	PENALTIES & COSTS ON DELINQUENT TAXES	0.00	0.00	0.00	0.00	0.00	
6280-00	Property taxes current supplemental	48,000.00	21,743.57	17,605.23	2,779.54	3,187.20	45.30%
6280-01	Final supplemental for prior years	0.00	3,269.35	4,113.68	0.00	0.00	
	TOTAL PROP. TAXES SUPPLEMENTAL - CURRE:	48,000.00	25,012.92	21,718.91	2,779.54	3,187.20	52.11%
6300	PROP. TAXES SUPPLEMENTAL - PRIOR	1,400.00	2,035.01	1,567.37	0.00	0.00	145.36%
6540	PENALTIES & COSTS ON DELINQUENT TAXES	0.00	0.00	0.00	0.00	0.00	
	TOTAL TAXES	1,400,145.00	242,787.34	235,362.01	138,432.77	131,642.64	17.34%

REVENUE REPORT FOR FUND 707
(Prepared from the Orange County Auditor's Report)
December 20, 2004

OBJECT CODE	DESCRIPTION	FY2004-2005 BUDGETED	FY2004-2005 YTD	FY2003-2004 YTD	FY2004-2005 NOV 2004	FY2003-2004 NOV 2003	FY2004-2005 % EXP BUD
6610-00	Interest	4,000.00	3,154.98	1,551.11	756.03	275.94	78.87%
6610-01/02	Interest - old bond fund	0.00	0.00	0.00	0.00	0.00	
6610-23	Interest on impounded taxes released	0.00	0.00	0.00	0.00	0.00	
	TOTAL INTEREST	4,000.00	3,154.98	1,551.11	756.03	275.94	78.87%
6690	STATE - HOMEOWNER PROP TAX RELIEF	17,000.00	0.00	0.00	0.00	0.00	0.00%
6970-00	State - ILL & Direct Loan Reimbursement	14,000.00	5,214.15	6,659.90	0.00	0.00	37.24%
6970-01	State - CA Foundation Funds	18,000.00	0.00	0.00	0.00	0.00	
6970-02	State - CA Literacy Campaign	51,194.00	30,000.00	0.00	0.00	0.00	58.60%
6970-03	State - Family Literacy	0.00	0.00	0.00	0.00	0.00	
6970-04	State - ELLI (English Language Intensive) Grant	0.00	0.00	0.00	0.00	0.00	
6970-05	State - Project Grants	6,000.00	8,520.00	0.00	0.00	0.00	
6970-07 & 66	State - Timber Yield Apport & ERAF Bailout	70.00	0.00	0.57	0.00	0.00	
	TOTAL STATE - OTHER GOVERNMENTAL	89,264.00	43,734.15	6,660.47	0.00	0.00	48.99%
7130-00	BANKRUPTCY RECOVERY DISTRIBUTIONS	0.00	0.00	0.00	0.00	0.00	
7670-00	Local Revenue	22,000.00	9,609.36	8,589.23	0.00	1,621.84	43.68%
7670-01	Local Revenue -- Passport	175,000.00	51,315.42	57,217.36	0.00	8,282.41	29.32%
7670-02 & 56	Local Revenue -- Non-Gov't. Grants & Gifts	15,000.00	2,000.00	9,003.25	0.00	1,003.25	
	TOTAL LOCAL REVENUE	212,000.00	62,924.78	74,809.84	0.00	10,907.50	29.68%
7680	6-MONTH EXPIRED (OUTLAWED) CHECKS	0.00	0.00	0.00	0.00	0.00	
7810	TRANSFER FROM/TO OTHER LIBRARY FUNDS	0.00	0.00	0.00	0.00	0.00	
	FUND 707 TOTAL	1,722,409.00	352,601.25	318,383.43	139,188.80	142,826.08	20.47%

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
December 20, 2004

OBJECT CODE	DESCRIPTION	FY2004-2005 BUDGETED	FY2004-2005 YTD	FY2003-2004 YTD	FY2004-2005 NOV 04	FY2003-2004 NOV 03	FY2004-2005 % EXP BUD
0100	Salaries & Wages	761,117	315,572.21	307,354.38	58,547.46	54,946.82	41.46%
0200	Retirement (Social Security & Pension Contribution)	58,225	25,025.00	23,663.44	4,478.88	4,349.64	42.98%
	Health & Life Insurance/Bluc Shield CA	83,667	21,680.00	12,142.38	(480.00)	(987.66)	25.91%
	Long Term Disability/Hartford	4,186	1,129.94	1,266.51	303.19	0.00	26.99%
	Life Insurance/Fortis & Protective Life	1,814	226.80	664.45	0.00	113.75	12.50%
	Vision Service Plan/VSP	2,870	1,237.31	986.55	416.00	197.31	43.11%
	Dental/Ameritas	8,938	2,590.00	3,891.70	0.00	588.50	28.98%
0300	Total Employee Insurance	101,475	26,864.05	18,951.59	239.19	(88.10)	26.47%
0310	Unemployment Insurance	-	3,772.00	0.00	3,414.00	0.00	
0350	Workers Compensation - General	13,000	5,461.00	9,683.00	3,142.00	7,501.00	42.01%
	TOTAL SALARIES & EMPLOYEE BENEFITS	933,818	376,694.26	359,652.41	69,821.53	66,709.36	40.34%
0700-00	Communications - Telephone	2,000	1,070.57	331.24	14.45	7.24	53.53%
0700-01	Communications - Modem/Fax	7,800	2,974.33	4,272.44	342.53	691.95	38.13%
0700-02	Communications - Internet/Database	800	0.00	0.00	0.00	0.00	0.00%
0700-05	Communications - Cataloging & Acquisitions Vendor	2,700	1,077.50	862.00	431.00	0.00	39.91%
0700-07	Communications - ELLI Grant	-	0.00	0.00	0.00	0.00	
0700-08	Communications - Adult Literacy	1,500	480.32	749.85	45.79	32.93	32.02%
	Total Communications	14,800	5,602.72	6,215.53	833.77	732.12	37.86%
0900-00	Food - General Fund	350	415.04	198.36	152.80	37.86	
0900-07	Food - ELLI Grant	-	0.00	0.00	0.00	0.00	
0900-08	Food - Adult Literacy	250	30.17	44.12	0.00	0.00	
0090-09	Food - Families for Literacy	500	0.00	298.27	0.00	0.00	
	Total Food	1,100	445.21	540.75	152.80	37.86	40.47%
1000-00	Household Expense	4,250	2,373.01	1,164.02	141.50	0.00	55.84%
1100-00	Insurance - Liability	12,000	11,001.77	11,120.12	0.00	0.00	91.68%

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
December 20, 2004

OBJECT CODE	DESCRIPTION	FY2004-2005 BUDGETED	FY2004-2005 YTD	FY2003-2004 YTD	FY2004-2005 NOV 04	FY2003-2004 NOV 03	FY2004-2005 % EXP BUD
1300-00	Maintenance of Equipment - General Fund (Other than Computer)	3,000	1,358.00	401.60	0.00	0.00	45.27%
1300-01	Maintenance of Equipment - General Fund (Computer)	25,000	6,500.00	18,750.00	0.00	0.00	26.00%
1300-07	Maintenance of Equipment - ELLI Grant	-	0.00	0.00	0.00	0.00	
1300-08	Maintenance of Equipment - Adult Literacy	500	0.00	0.00	0.00	0.00	
1300-09	Maintenance of Equipment - Families for Literacy	-	0.00	0.00	0.00	0.00	
	Total Maintenance of Equipment	28,500	7,858.00	19,151.60	0.00	0.00	27.57%
	HVAC	7,500	1,597.05	600.50	353.91	0.00	21.29%
	Carpet Cleaning	2,750	2,200.00	522.72	0.00	0.00	80.00%
	Groundskeeping, City of Placentia	27,500	8,168.43	10,094.92	2,045.00	1,862.59	29.70%
	Plumbing	3,000	988.59	112.83	195.00	0.00	32.95%
	Electrical	4,000	1,004.73	253.58	0.00	0.00	25.12%
	Cleaning Service	16,000	4,800.00	5,500.00	0.00	1,100.00	30.00%
	Locksmith	1,000	60.89	0.00	0.00	0.00	6.09%
	Other (Includes Fire Alarm & Extinguishers)	6,500	1,416.35	100.00	0.00	0.00	21.79%
1400-00	Total Maintenance of Building & Grounds	68,250	20,236.04	17,184.55	2,593.91	2,962.59	29.65%
1600-00	Memberships - General Fund	3,100	700.00	1,043.00	660.00	765.00	22.58%
1600-07	Memberships - ELLI Grant	-	0.00	0.00	0.00	0.00	
1600-08	Memberships - Adult Literacy	550	550.00	0.00	435.00	0.00	
1600-09	Memberships - Families for Literacy	-	0.00	0.00	0.00	0.00	
	Total Memberships	3,650	1,250.00	1,043.00	1,095.00	765.00	34.25%
1700-00	Miscellaneous Expense - General Fund	-	0.00	4,597.00	0.00	82.00	
1700-07	Miscellaneous Expense - ELLI Grant	-	0.00	0.00	0.00	0.00	
1700-08	Miscellaneous Expense - Adult Literacy	-	0.00	0.00	0.00	0.00	
1700-09	Miscellaneous Expense - Families for Literacy	-	0.00	0.00	0.00	0.00	
	Total Miscellaneous Expense	-	0.00	4,597.00	0.00	82.00	

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
December 20, 2004

OBJECT CODE	DESCRIPTION	FY2004-2005 BUDGETED	FY2004-2005 YTD	FY2003-2004 YTD	FY2004-2005 NOV 04	FY2003-2004 NOV 03	FY2004-2005 % EXP BUD
1800-00	Library Supplies	12,000	9,803.01	4,518.76	0.00	1,992.13	81.69%
	Printing	11,500	5,168.42	4,319.51	1,397.49	31.23	44.94%
	EZ Copy - copy cards for sale to patrons	-	0.00	0.00	0.00	0.00	
	Publications	1,100	82.79	143.00	0.00	23.00	7.53%
	Paper	700	278.85	258.76	0.00	197.84	39.84%
	Drinking Water Service	350	147.50	137.50	29.50	27.50	42.14%
	Other Office Supplies	10,000	6,469.79	5,021.02	187.10	1,378.92	64.70%
	Total Office Supply Expense - General Fund	35,650	21,950.36	14,398.55	1,614.09	3,650.62	61.57%
1800-07	ELLI Grant Supply Expense	500	0.00	255.71	0.00	0.00	
	Printing	2,000	1,712.25	570.75	0.00	0.00	
	Publications	2,500	0.00	18.00	0.00	0.00	
	Paper	-	0.00	0.00	0.00	0.00	
	Other Office Supplies	1,000	824.17	0.00	662.98	0.00	46.12%
	Total Adult Literacy Office Supply Expense	5,500	2,536.42	588.75	662.98	0.00	
1800-09	Supply Expense Families for Literacy	2,000	0.00	1,456.99	0.00	0.00	
	Total Office Expense	43,650	24,486.78	16,700.00	2,277.07	3,650.62	56.10%
1803-00	Postage Expense - General Fund	4,500	2,044.30	1,404.11	494.30	0.00	45.43%
1803-01	Postage Expense - LSCA II Grant	-	0.00	0.00	0.00	0.00	
1803-08	Postage Expense - Adult Literacy	100	9.30	0.00	9.30	0.00	9.30%
1803-09	Postage Expense - Families for Literacy	150	0.00	37.00	0.00	0.00	
	Total Postage Expense	4,750	2,053.60	1,441.11	503.60	0.00	43.23%

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
December 20, 2004

OBJECT CODE	DESCRIPTION	FY2004-2005 BUDGETED	FY2004-2005 YTD	FY2003-2004 YTD	FY2004-2005 NOV 04	FY2003-2004 NOV 03	FY2004-2005 % EXP BUD
	Care Resources (Employee Assistance)	420	175.00	175.00	35.00	35.00	41.67%
	Pension Contribution & Operating Expenses	7,000	4,303.55	4,055.88	1,303.43	0.00	61.48%
	Anaheim Consortium Automated Library System	35,000	646.06	646.50	0.00	0.00	1.85%
	Library Board Consultants & Legal	10,000	3,449.95	8,194.91	0.00	0.00	
	Clipping Service	504	168.00	210.00	42.00	42.00	33.33%
	Interest Allocation & Tax Collection Charges by Orange County	9,500	1,280.00	1,207.24	51.77	29.62	13.47%
	Advertising (Including WEB Site)	2,000	959.70	710.00	0.00	0.00	47.99%
	Medical Exams	1,200	973.50	332.50	85.50	55.50	81.13%
	Collection Services - Accounts Receivable	2,800	766.54	832.46	0.00	0.00	27.38%
	Audit & Accounting Services	8,600	5,026.00	4,845.00	0.00	0.00	58.44%
	Payroll Preparation	3,600	1,139.69	1,224.76	0.00	455.91	31.66%
	Election Expenses	15,000	0.00	0.00	0.00	0.00	
	Staff Training in Library	3,500	0.00	0.00	0.00	0.00	
	Other (Includes Contract Storyteller)	15,000	9,106.69	5,181.67	0.00	2,393.32	60.71%
1900-00	Total Specialized Services - General Fund	114,124	27,994.68	27,615.92	1,517.70	3,011.35	24.53%
1900-01	Specialized Services - Spanish Literacy	3,000	0.00	579.86	0.00	579.86	
1900-07	Specialized Services - ELLI Grant	-	0.00	0.00	0.00	0.00	
1900-08	Specialized Services - Adult Literacy	5,000	1,041.48	1,780.00	0.00	1,200.00	20.83%
1900-09	Specialized Services - Families for Literacy	500	0.00	1,150.00	0.00	0.00	
1900-18	Tax Collection Services & Fees by Orange County	15,000	473.70	452.92	339.13	321.14	3.16%
	Total Specialized Services	137,624	29,509.86	31,578.70	1,856.83	5,112.35	21.44%
2000-00	Legal Notices - General Fund	650	200.25	192.24	0.00	0.00	30.81%
2000-01	Legal Notices - LSCA II Grant	-	0.00	0.00	0.00	0.00	
	Total Legal Notices	650	200.25	192.24	0.00	0.00	30.81%
2100-00	Rents/Leases-Equipment	700	364.39	350.83	165.97	0.00	

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
December 20, 2004

OBJECT CODE	DESCRIPTION	FY2004-2005 BUDGETED	FY2004-2005 YTD	FY2003-2004 YTD	FY2004-2005 NOV 04	FY2003-2004 NOV 03	FY2004-2005 % EXP BUD
2200-00	Semi-Annual Bond Payment & Quarterly Energy Loan Payment	105,000	29,454.37	50,843.30	0.00	0.00	28.05%
2300-00	Small Tools/Instruments	-	0.00	0.00	0.00	0.00	
2400-00	Special Department Expense - Miscellaneous	-	1,010.45	0.00	0.00	0.00	
2400-01	Special Department Expense- Books	175,000	22,131.58	10,604.03	16,223.70	0.00	12.65%
2400-02	Special Department Expense - Video		4,115.36	587.12	1,243.04	371.02	
2400-03	Special Department Expense - Electronic		10,069.61	12,671.55	4,188.36	0.00	
2400-04	Special Department Expense - Periodicals		523.74	489.97	0.00	0.00	
2400-05	Special Department Expense - Audio		2,309.97	1,924.43	2,309.97	0.00	
2400-07	Special Department Expense - ELLI Grant		0.00	815.73	0.00	0.00	
2400-08	Special Department Expense - Adult Literacy	2,000	1,752.38	686.49	1,324.18	0.00	87.62%
2400-09	Special Department Expense - Families for Literacy		0.00	2,852.65	0.00	0.00	
	Total Special Department Expense	177,000	41,913.09	30,631.97	25,289.25	371.02	23.68%
2600-00	Transportation/Travel - General	-	0.00	0.00	0.00	0.00	
2700-00	Transportation/Travel - Meetings, Staff Out of Town	2,500	75.20	0.00	0.00	0.00	3.01%
2700-01	Transportation/Travel - Meetings, Staff Local	4,500	1,444.80	1,179.70	344.93	574.72	32.11%
2700-02	Transportation/Travel - Meetings, Board Out of Town	1,500	165.00	0.00	67.00	0.00	11.00%
2700-03	Transportation/Travel - Meetings, Board Local	750	31.31	905.00	0.00	645.00	4.17%
2700-04	Transportation/Travel - Meetings, LSCA II Grant	-	0.00	0.00	0.00	0.00	
2700-07	Transportation/Travel - Meetings, ELLI Grant	1,000	0.00	22.32	0.00	0.00	
2700-08	Transportation/Travel - Meetings - Adult Literacy	1,000	473.40	0.00	55.00	0.00	47.34%
2700-09	Transportation/Travel - Meetings - Families for Literacy	-	25.00	52.56	0.00	0.00	
	Total Transportation/Travel - Meetings	11,250	2,214.71	2,159.58	466.93	1,219.72	19.69%

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
December 20, 2004

OBJECT CODE	DESCRIPTION	FY2004-2005 BUDGETED	FY2004-2005 YTD	FY2003-2004 YTD	FY2004-2005 NOV 04	FY2003-2004 NOV 03	FY2004-2005 % EXP BUD
2800-00	Electricity	72,000	20,399.90	22,213.82	5,155.44	4,002.21	28.33%
	Gas	4,200	760.34	562.37	335.91	0.00	18.10%
	Water	4,250	1,725.31	1,629.75	377.58	266.80	40.60%
	Total Utilities	80,450	22,885.55	24,405.94	5,868.93	4,269.01	28.45%
	TOTAL SUPPLIES & SERVICES	693,624	201,849.35	219,320.24	41,245.56	19,202.29	29.10%
3700-00	Taxes, Assessments (Sales Tax & Sewer Assessment)	6,000	2,916.22	2,535.84	0.00	2,535.84	48.60%
4000-00	Equipment - General Fund	20,000	5,426.30	20,712.89	0.00	16,468.22	27.13%
4000-07	Equipment - ELLI Grant	-	0.00	0.00	0.00	0.00	
4000-08	Equipment - Adult Literacy	-	0.00	0.00	0.00	0.00	
4000-09	Equipment - Families for Literacy	-	0.00	0.00	0.00	0.00	
4000-11	Equipment - County Assigned Fund	-	0.00	0.00	0.00	0.00	
	Total Equipment	20,000	5,426.30	20,712.89	0.00	16,468.22	27.13%
4200-00	Structures/Improvements	20,352	0.00	0.00	0.00	0.00	
	TOTAL EQUIPMENT EXPENSE	40,352	5,426.30	20,712.89	0.00	16,468.22	13.45%
5200	PROVISION FOR CONTINGENCIES	-	0.00	0.00	0.00	0.00	
5600	INVESTMENT POOL LOSS	-	0.00	0.00	0.00	0.00	
	TOTAL EXPENSES	1,673,794	586,886.13	602,221.38	111,067.09	104,915.71	35.06%
	ELLI Grant Summary Object Code 07	1,500	0	1,094	0	0	1.56
	CLC Summary Object Code 08	16,400	6,873	3,849	2,532	1,233	
	FFL Grant Summary Object Code 09	3,150	25	5,847	0	0	
	TOTAL LITERACY (Excluding Personnel)	21,050	6,898	10,790	2,532	1,233	

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Accrual Basis

Placentia Library District
Balance Sheet
As of November 30, 2004

	<u>Nov 30, 04</u>
ASSETS	
Current Assets	
Checking/Savings	
County Exempt - Checking	589.56
County Exempt - Savings	6,739.69
General Fund - Checking	10,500.08
General Fund - Savings	24,060.73
Literacy Fund - Savings	9,570.09
Payroll Checking - Wells Fargo	14,171.39
Payroll Checking (CDs)	
0028205565	21,830.67
0028205573	21,830.67
Total Payroll Checking (CDs)	<u>43,661.34</u>
Total Checking/Savings	<u>109,292.88</u>
Total Current Assets	<u>109,292.88</u>
TOTAL ASSETS	<u><u>109,292.88</u></u>
LIABILITIES & EQUITY	
Equity	
Retained Earnings	30,767.34
Total Capital	68,809.21
Net Income	9,716.33
Total Equity	<u>109,292.88</u>
TOTAL LIABILITIES & EQUITY	<u><u>109,292.88</u></u>

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**Placentia Library District
Reconciliation Detail
County Exempt - Checking, Period Ending 11/30/2004**

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						3,688.15
Cleared Transactions						
Checks and Payments - 42 Items						
Check	8/9/2004	5200	Jim Gilbert	X	-300.00	-300.00
Check	10/23/2004	5308	Passport Services	X	-55.00	-355.00
Check	10/27/2004	5311	Passport Services	X	-200.00	-555.00
Check	10/27/2004	5310	Passport Services	X	-110.00	-665.00
Check	10/27/2004	5309	Passport Services	X	-55.00	-720.00
Check	10/28/2004	5312	Passport Services	X	-55.00	-775.00
Check	10/30/2004	5316	Passport Services	X	-95.00	-870.00
Check	10/30/2004	5313	Passport Services	X	-55.00	-925.00
Check	10/30/2004	5314	Passport Services	X	-115.00	-1,040.00
Check	10/30/2004	5315	Passport Services	X	-100.00	-1,140.00
Check	10/31/2004	5317	Passport Services	X	-110.00	-1,250.00
Check	11/2/2004	5318	Darold Gordon Flath	X	-80.00	-1,330.00
Check	11/3/2004	5321	Passport Services	X	-115.00	-1,445.00
Check	11/3/2004	5319	Passport Services	X	-110.00	-1,555.00
Check	11/3/2004	5320	Passport Services	X	-115.00	-1,670.00
Check	11/4/2004	5324	Alta Vista Country ...	X	-2,844.00	-4,514.00
Check	11/4/2004	5322	Passport Services	X	-55.00	-4,569.00
Check	11/4/2004	5325	Passport Services	X	-55.00	-4,624.00
Check	11/4/2004	5323	Vick Knight	X	-200.00	-4,824.00
Check	11/6/2004	5326	Passport Services	X	-40.00	-4,864.00
Check	11/8/2004	5327	Passport Services	X	-115.00	-4,979.00
Check	11/9/2004	5328	Passport Services	X	-55.00	-5,034.00
Check	11/9/2004	5329	Passport Services	X	-200.00	-5,234.00
Check	11/16/2004	5330	Passport Services	X	-100.00	-5,334.00
Check	11/16/2004	5334	Passport Services	X	-115.00	-5,449.00
Check	11/16/2004	5332	Passport Services	X	-55.00	-5,504.00
Check	11/16/2004	5331	Passport Services	X	-115.00	-5,619.00
Check	11/16/2004	5333	Passport Services	X	-80.00	-5,699.00
Check	11/17/2004	5335	Passport Services	X	-55.00	-5,754.00
Check	11/18/2004	5339	Passport Services	X	-115.00	-5,869.00
Check	11/18/2004	5336	Passport Services	X	-115.00	-5,984.00
Check	11/19/2004	5338	John Emerich	X	-200.00	-6,184.00
Check	11/20/2004	5340	Passport Services	X	-55.00	-6,239.00
Check	11/20/2004	5341	Passport Services	X	-55.00	-6,294.00
Check	11/23/2004	5348	Caroline Gurkweitz	X	-18.44	-6,312.44
Check	11/23/2004	5343	Elizabeth D Minter	X	-190.61	-6,503.05
Check	11/23/2004	5342	Caroline Gurkweitz	X	-149.52	-6,652.57
Check	11/23/2004	5345	Caroline Gurkweitz	X	-69.37	-6,721.94
Check	11/27/2004	5356	San Gabriel Nursery	X	-128.00	-6,849.94
Check	11/27/2004	5355	Mellano & Company	X	-144.00	-6,993.94
Check	11/30/2004			X	-11.00	-7,004.94
Check	11/30/2004		Bank of the West	X	-11.00	-7,015.94
Total Checks and Payments					-7,015.94	-7,015.94
Deposits and Credits - 16 Items						
Deposit	11/1/2004			X	400.00	400.00
Deposit	11/2/2004			X	19.94	419.94
Deposit	11/3/2004			X	150.00	569.94
Deposit	11/3/2004			X	115.00	684.94
Deposit	11/4/2004			X	115.00	799.94
Deposit	11/4/2004			X	792.00	1,591.94
Deposit	11/16/2004			X	2,150.00	3,741.94
Deposit	11/16/2004			X	80.00	3,821.94
Check	11/18/2004	5337	Magic of Tony Dani...	X	0.00	3,821.94
Deposit	11/19/2004			X	55.00	3,876.94
Deposit	11/22/2004			X	80.00	3,956.94
Deposit	11/24/2004			X	0.00	3,956.94
Deposit	11/26/2004			X	555.00	4,511.94
Deposit	11/29/2004			X	644.00	5,155.94

**Placentia Library District
Reconciliation Detail
County Exempt - Checking, Period Ending 11/30/2004**

Type	Date	Num	Name	Clr	Amount	Balance
Deposit	11/30/2004			X	130.00	5,285.94
Check	11/30/2004		Bank of the West	X	0.00	5,285.94
Total Deposits and Credits					5,285.94	5,285.94
Total Cleared Transactions					-1,730.00	-1,730.00
Cleared Balance					-1,730.00	1,958.15
Uncleared Transactions						
Checks and Payments - 16 Items						
Check	11/8/2003	4698	Passport Services		-110.00	-110.00
Check	11/23/2004	5347	Steve March		-113.66	-223.66
Check	11/23/2004	5349	Passport Services		-55.00	-278.66
Check	11/23/2004	5344	Wendy G. Goodson		-39.79	-318.45
Check	11/23/2004	5346	Gaeten Wood		-31.25	-349.70
Check	11/24/2004	5350	Passport Services		-55.00	-404.70
Check	11/24/2004	5351	Passport Services		-110.00	-514.70
Check	11/24/2004	5352	Passport Services		-55.00	-569.70
Check	11/24/2004	5353	Passport Services		-100.00	-669.70
Check	11/26/2004	5354	Passport Services		-115.00	-784.70
Check	11/29/2004	5357	Passport Services		-115.00	-899.70
Check	11/30/2004	5359	Smart & Final		-158.89	-1,058.59
Check	11/30/2004	5360	Passport Services		-55.00	-1,113.59
Check	11/30/2004	5362	Passport Services		-100.00	-1,213.59
Check	11/30/2004	5358	Passport Services		-100.00	-1,313.59
Check	11/30/2004	5361	Passport Services		-55.00	-1,368.59
Total Checks and Payments					-1,368.59	-1,368.59
Deposits and Credits - 1 Item						
Check	11/30/2004	5363	Stats			0.00
Total Deposits and Credits					0.00	0.00
Total Uncleared Transactions					-1,368.59	-1,368.59
Register Balance as of 11/30/2004					-3,098.59	589.56
New Transactions						
Checks and Payments - 16 Items						
Check	12/2/2004	5364	Passport Services		-115.00	-115.00
Check	12/4/2004	5368	Passport Services		-115.00	-230.00
Check	12/4/2004	5366	Passport Services		-55.00	-285.00
Check	12/4/2004	5365	Passport Services		-55.00	-340.00
Check	12/4/2004	5367	Passport Services		-55.00	-395.00
Check	12/6/2004	5369	Passport Services		-55.00	-450.00
Check	12/6/2004	5370	Passport Services		-128.65	-578.65
Check	12/7/2004	5371	Passport Services		-40.00	-618.65
Check	12/8/2004	5372	Passport Services		-55.00	-673.65
Check	12/8/2004	5373	Passport Services		-55.00	-728.65
Check	12/9/2004	5378	Passport Services		-128.65	-857.30
Check	12/9/2004	5377	Passport Services		-113.65	-970.95
Check	12/9/2004	5376	Passport Services		-128.65	-1,099.60
Check	12/9/2004	5375	Passport Services		-55.00	-1,154.60
Check	12/9/2004	5374	Passport Services		-128.65	-1,283.25
Check	12/11/2004	5379	Passport Services		-55.00	-1,338.25
Total Checks and Payments					-1,338.25	-1,338.25

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Placentia Library District Reconciliation Detail

County Exempt - Checking, Period Ending 11/30/2004

Type	Date	Num	Name	Clr	Amount	Balance
Deposits and Credits - 7 Items						
Deposit	12/1/2004				210.00	210.00
Deposit	12/5/2004				55.00	265.00
Deposit	12/5/2004				931.80	1,196.80
Deposit	12/6/2004				55.00	1,251.80
Deposit	12/7/2004				40.00	1,291.80
Deposit	12/9/2004				128.65	1,420.45
Deposit	12/9/2004				55.00	1,475.45
Total Deposits and Credits					1,475.45	1,475.45
Total New Transactions					137.20	137.20
Ending Balance					<u>-2,961.39</u>	<u>726.76</u>

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**Placentia Library District
Reconciliation Detail
County Exempt - Savings, Period Ending 11/30/2004**

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						8,568.24
Cleared Transactions						
Checks and Payments - 2 Items						
Check	11/2/2004	1528	Greg's Carpet & Up...	X	-155.52	-155.52
Check	11/15/2004	1529	Placentia Library Di...	X	-2,000.00	-2,155.52
Total Checks and Payments					-2,155.52	-2,155.52
Deposits and Credits - 10 Items						
Deposit	11/2/2004			X	35.00	35.00
Deposit	11/4/2004			X	65.00	100.00
Deposit	11/8/2004			X	30.00	130.00
Deposit	11/16/2004			X	75.00	205.00
Deposit	11/16/2004			X	30.00	235.00
Deposit	11/19/2004			X	30.00	265.00
Deposit	11/19/2004			X	19.94	284.94
Deposit	11/23/2004			X	40.15	325.09
Deposit	11/30/2004			X	1.88	326.97
Check	12/6/2004	1530	Greg's Carpet & Up...	X	0.00	326.97
Total Deposits and Credits					326.97	326.97
Total Cleared Transactions					-1,828.55	-1,828.55
Cleared Balance					-1,828.55	6,739.69
Register Balance as of 11/30/2004					-1,828.55	6,739.69
New Transactions						
Checks and Payments - 1 Item						
Check	12/6/2004	1531	Greg's Carpet & Up...		-155.52	-155.52
Total Checks and Payments					-155.52	-155.52
Deposits and Credits - 6 Items						
Deposit	12/1/2004				19.94	19.94
Deposit	12/2/2004				35.00	54.94
Deposit	12/5/2004				30.00	84.94
Deposit	12/7/2004				35.00	119.94
Deposit	12/9/2004				30.00	149.94
Deposit	12/13/2004				420.00	569.94
Total Deposits and Credits					569.94	569.94
Total New Transactions					414.42	414.42
Ending Balance					-1,414.13	7,154.11

*Ed Smith
12/13/04*

**Placentia Library District
Reconciliation Detail
General Fund - Checking, Period Ending 11/30/2004**

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						12,626.75
Cleared Transactions						
Checks and Payments - 24 Items						
Check	11/1/2004	4963	PGRT-So Cal	X	-20.00	-20.00
Check	11/1/2004		Bank of the West	X	-139.65	-159.65
Check	11/2/2004	4964	Postmaster	X	-74.00	-233.65
Check	11/2/2004		Bank of the West	X	-8.51	-242.16
Check	11/3/2004	4970	Placentia Women's ...	X	-35.00	-277.16
Check	11/3/2004	4966	Monterey Marriott	X	-1,148.94	-1,426.10
Check	11/3/2004	4967	Fairmont Hotel	X	-275.00	-1,701.10
Check	11/3/2004	4969	All Star Trophy	X	-25.36	-1,726.46
Check	11/3/2004	4968	Travel In Style	X	-118.20	-1,844.66
Check	11/6/2004	4974	Placentia Library G...	X	-3,182.35	-5,027.01
Check	11/6/2004	4973	Placentia Library Di...	X	-30.00	-5,057.01
Check	11/6/2004	4972	Placentia Library Di...	X	-792.00	-5,849.01
Check	11/14/2004	4975	Benjie's Restaurant	X	-80.00	-5,929.01
Check	11/14/2004	4987	Starbucks	X	-45.00	-5,974.01
Check	11/14/2004	4977	Von's	X	-58.16	-6,032.17
Check	11/14/2004	4976	Rockwells Bistro Ba...	X	-39.80	-6,071.97
Check	11/17/2004	4978	Rembrandt's Beauti...	X	-20.00	-6,091.97
Check	11/22/2004		Bank of the West	X	-4.50	-6,096.47
Check	11/23/2004	4984	Caroline Gurkweltz	X	-14.90	-6,111.37
Check	11/23/2004	4981	Caroline Gurkweltz	X	-125.74	-6,237.11
Check	11/23/2004	4983	Jim Roberts	X	-26.65	-6,263.76
Check	11/24/2004	4985	Sam's Club	X	-85.52	-6,349.28
Check	11/26/2004	4986	Placentia Library Di...	X	-500.00	-6,849.28
Check	11/29/2004	4988	Placentia Library Di...	X	-500.00	-7,349.28
Total Checks and Payments					-7,349.28	-7,349.28
Deposits and Credits - 34 Items						
Deposit	11/1/2004			X	29.14	29.14
Deposit	11/1/2004			X	256.00	285.14
Deposit	11/1/2004			X	402.40	687.54
Deposit	11/3/2004			X	161.40	848.94
Deposit	11/3/2004			X	142.81	991.75
Deposit	11/4/2004			X	58.29	1,050.04
Deposit	11/4/2004			X	172.00	1,222.04
Deposit	11/5/2004			X	30.00	1,252.04
Deposit	11/8/2004			X	84.52	1,336.56
Deposit	11/8/2004			X	203.45	1,540.01
Deposit	11/8/2004			X	60.00	1,600.01
Deposit	11/9/2004			X	433.00	2,033.01
Deposit	11/10/2004			X	92.20	2,125.21
Deposit	11/12/2004			X	87.43	2,212.64
Deposit	11/12/2004			X	36.80	2,249.44
Deposit	11/15/2004			X	19.60	2,269.04
Deposit	11/15/2004			X	147.00	2,416.04
Deposit	11/16/2004			X	381.40	2,797.44
Deposit	11/16/2004			X	986.61	3,784.05
Deposit	11/16/2004			X	30.00	3,814.05
Deposit	11/17/2004			X	147.00	3,961.05
Deposit	11/18/2004			X	6.80	3,967.85
Deposit	11/18/2004			X	58.29	4,026.14
Deposit	11/19/2004			X	207.00	4,233.14
Deposit	11/19/2004			X	6.00	4,239.14
Deposit	11/22/2004			X	81.40	4,320.54
Deposit	11/22/2004			X	87.00	4,407.54
Deposit	11/23/2004			X	67.00	4,474.54
Deposit	11/24/2004			X	142.81	4,617.35
Deposit	11/24/2004			X	354.40	4,971.75
Deposit	11/26/2004			X	279.00	5,250.75
Deposit	11/29/2004			X	120.00	5,370.75

Placentia Library District Reconciliation Detail

General Fund - Checking, Period Ending 11/30/2004

Type	Date	Num	Name	Clr	Amount	Balance
Deposit	11/29/2004			X	4.40	5,375.15
Deposit	11/30/2004			X	78.80	5,453.95
Total Deposits and Credits					5,453.95	5,453.95
Total Cleared Transactions					-1,895.33	-1,895.33
Cleared Balance					-1,895.33	10,731.42
Uncleared Transactions						
Checks and Payments - 7 items						
Check	10/7/2004	4951	Friends of National ...		-50.00	-50.00
Check	11/4/2004	4971	ISDOC		-36.00	-86.00
Check	11/23/2004	4980	Toby Silberfarb		-47.39	-133.39
Check	11/23/2004	4979	Pat Irot		-44.34	-177.73
Check	11/23/2004	4982	Marie Schmidt		-8.60	-186.33
Check	11/30/2004	4989	Marie Schmidt		-35.01	-221.34
Check	11/30/2004	4990	NPAA/UAF		-10.00	-231.34
Total Checks and Payments					-231.34	-231.34
Deposits and Credits - 1 Item						
Check	10/14/2004	4955	Wal Mart			0.00
Total Deposits and Credits					0.00	0.00
Total Uncleared Transactions					-231.34	-231.34
Register Balance as of 11/30/2004					-2,126.67	10,500.08
New Transactions						
Checks and Payments - 9 items						
Check	12/2/2004	4992	Placentia Library Di...		-931.80	-931.80
Check	12/2/2004	4991	Albertson's		-40.21	-972.01
Check	12/7/2004	4993	US Postmaster		-74.00	-1,046.01
Check	12/8/2004	4995	Fullerton Public Libr...		-64.62	-1,110.63
Check	12/8/2004	4994	Rembrandt's Beauti...		-20.00	-1,130.63
Check	12/8/2004	4997	JART		-248.41	-1,379.04
Check	12/8/2004	4996	Albertson's		-43.96	-1,423.00
Check	12/10/2004	4999	Placentia Library Di...		-1,712.19	-3,135.19
Check	12/10/2004	4998	Placentia Chamber ...		-150.00	-3,285.19
Total Checks and Payments					-3,285.19	-3,285.19
Deposits and Credits - 1 Item						
Deposit	12/13/2004				74.00	74.00
Total Deposits and Credits					74.00	74.00
Total New Transactions					-3,211.19	-3,211.19
Ending Balance					-5,337.86	7,288.89

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**Placentia Library District
Reconciliation Detail
General Fund - Savings, Period Ending 11/30/2004**

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						6,167.46
Cleared Transactions						
Deposits and Credits - 30 Items						
Deposit	10/31/2004			X	378.85	378.85
Deposit	10/31/2004			X	753.50	1,132.35
Deposit	11/1/2004			X	722.65	1,855.00
Deposit	11/2/2004			X	415.35	2,270.35
Deposit	11/3/2004			X	259.25	2,529.60
Deposit	11/6/2004			X	550.60	3,080.20
Deposit	11/6/2004			X	267.20	3,347.40
Deposit	11/8/2004			X	3,182.35	6,529.75
Deposit	11/8/2004			X	757.70	7,287.45
Deposit	11/8/2004			X	621.90	7,909.35
Deposit	11/8/2004			X	60.00	7,969.35
Deposit	11/9/2004			X	503.01	8,472.36
Deposit	11/10/2004			X	331.75	8,804.11
Deposit	11/14/2004			X	454.50	9,258.61
Deposit	11/15/2004			X	675.85	9,934.46
Deposit	11/15/2004			X	416.55	10,351.01
Deposit	11/16/2004			X	400.20	10,751.21
Deposit	11/16/2004			X	2,842.48	13,593.69
Deposit	11/19/2004			X	162.90	13,756.59
Deposit	11/19/2004			X	624.80	14,381.39
Deposit	11/19/2004			X	376.55	14,757.94
Deposit	11/22/2004			X	610.60	15,368.54
Deposit	11/22/2004			X	358.66	15,727.20
Deposit	11/23/2004			X	385.24	16,112.44
Deposit	11/24/2004			X	440.50	16,552.94
Deposit	11/26/2004			X	291.09	16,844.03
Deposit	11/29/2004			X	225.85	17,069.88
Deposit	11/29/2004			X	378.00	17,447.88
Deposit	11/30/2004			X	440.25	17,888.13
Deposit	11/30/2004			X	5.14	17,893.27
Total Deposits and Credits					<u>17,893.27</u>	<u>17,893.27</u>
Total Cleared Transactions					<u>17,893.27</u>	<u>17,893.27</u>
Cleared Balance					<u>17,893.27</u>	<u>24,060.73</u>
Register Balance as of 11/30/2004					17,893.27	24,060.73
New Transactions						
Checks and Payments - 1 Item						
Check	12/2/2004	1245	Orange County Aud...		-18,319.15	-18,319.15
Total Checks and Payments					<u>-18,319.15</u>	<u>-18,319.15</u>
Deposits and Credits - 14 Items						
Deposit	12/1/2004				515.65	515.65
Deposit	12/2/2004				315.80	831.45
Deposit	12/5/2004				499.20	1,330.65
Deposit	12/5/2004				123.09	1,453.74
Deposit	12/5/2004				3,327.67	4,781.41
Deposit	12/6/2004				108.30	4,889.71
Deposit	12/7/2004				244.25	5,133.96
Deposit	12/8/2004				285.45	5,419.41
Deposit	12/9/2004				534.40	5,953.81
Deposit	12/10/2004				1,712.19	7,666.00
Deposit	12/12/2004				181.73	7,847.73
Deposit	12/12/2004				283.65	8,131.38

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Placentia Library District
Reconciliation Detail
General Fund - Savings, Period Ending 11/30/2004

Type	Date	Num	Name	Clr	Amount	Balance
Deposit	12/13/2004				101.45	8,232.83
Deposit	12/13/2004				4.60	8,237.43
Total Deposits and Credits					8,237.43	8,237.43
Total New Transactions					-10,081.72	-10,081.72
Ending Balance					7,811.55	13,979.01

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**Placentia Library District
Reconciliation Detail
Literacy Fund - Savings, Period Ending 11/30/2004**

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						5,056.59
Cleared Transactions						
Deposits and Credits - 4 Items						
Deposit	11/23/2004			X	1,000.00	1,000.00
Deposit	11/23/2004			X	3,500.00	4,500.00
Deposit	11/24/2004			X	12.00	4,512.00
Deposit	11/30/2004			X	1.50	4,513.50
Total Deposits and Credits					<u>4,513.50</u>	<u>4,513.50</u>
Total Cleared Transactions					<u>4,513.50</u>	<u>4,513.50</u>
Cleared Balance					<u>4,513.50</u>	<u>9,570.09</u>
Register Balance as of 11/30/2004					<u>4,513.50</u>	<u>9,570.09</u>
Ending Balance					<u><u>4,513.50</u></u>	<u><u>9,570.09</u></u>

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**Placentia Library District
Reconciliation Detail
Payroll Checking - Wells Fargo, Period Ending 11/30/2004**

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						50,793.18
Cleared Transactions						
Checks and Payments - 73 Items						
Check	10/20/2004	4547	Shannon Ford	X	-163.30	-163.30
Check	10/20/2004	4551	Melissa Porter	X	-116.53	-279.83
Check	10/20/2004	4554	Din Thong	X	-274.78	-554.61
Check	10/20/2004	4510	Dorothy J. Cummings	X	-58.55	-613.16
Check	10/20/2004	4514	Chris Fazenbaker	X	-241.59	-854.75
Check	10/20/2004	4518	Esther P. Guzman	X	-278.42	-1,133.17
Check	10/20/2004	4509	Gary Bell	X	-1,410.92	-2,544.09
Check	10/20/2004	4520	Alexander Hernandez	X	-353.13	-2,897.22
Check	10/20/2004	4532	Lena Rodriguez	X	-110.22	-3,007.44
Check	10/20/2004	4544	Felix Bellamy	X	-304.25	-3,311.69
Check	10/20/2004	4539	Sherri Umali	X	-215.61	-3,527.30
Check	11/3/2004	4558	Lynn Baden	X	-71.71	-3,599.01
Check	11/3/2004		Paychex	X	-8,874.10	-12,473.11
Check	11/3/2004		Paychex	X	-16,169.47	-28,642.58
Check	11/3/2004	4608	Nationwide Retirem...	X	-1,835.76	-30,478.34
Check	11/3/2004	4607	Placentia Library Di...	X	-19.94	-30,498.28
Check	11/3/2004	4588	Galen Tigert	X	-119.14	-30,617.42
Check	11/3/2004	4589	Sandra Vargas	X	-31.89	-30,649.31
Check	11/3/2004	4592	Angelica Alatorre	X	-221.75	-30,871.06
Check	11/3/2004	4593	Felix Bellamy	X	-367.72	-31,238.78
Check	11/3/2004	4594	Hubert Chim	X	-107.94	-31,346.72
Check	11/3/2004	4595	Kamala Connors	X	-271.83	-31,618.55
Check	11/3/2004	4597	Shannon Ford	X	-168.74	-31,787.29
Check	11/3/2004	4598	Ryan Lighthill	X	-184.79	-31,972.08
Check	11/3/2004	4599	Melissa Manzanarez	X	-98.07	-32,070.15
Check	11/3/2004	4601	Melissa Porter	X	-155.37	-32,225.52
Check	11/3/2004	4602	Hilda Rivera	X	-475.01	-32,700.53
Check	11/3/2004	4603	Evelyn Soqui	X	-190.43	-32,890.96
Check	11/3/2004	4604	Din Thong	X	-274.78	-33,165.74
Check	11/3/2004	4605	Ton Sothavy	X	-98.55	-33,264.29
Check	11/3/2004	4606	Orange County Aud...	X	-240.00	-33,504.29
Check	11/3/2004	4559	Gary Bell	X	-1,410.92	-34,915.21
Check	11/3/2004	4560	Dorothy J. Cummings	X	-140.31	-35,055.52
Check	11/3/2004	4561	Jesus Diaz	X	-510.03	-35,565.55
Check	11/3/2004	4563	Gail Erwin	X	-126.32	-35,691.87
Check	11/3/2004	4565	Chris Fazenbaker	X	-131.98	-35,823.85
Check	11/3/2004	4566	Trang Goebel	X	-57.92	-35,881.77
Check	11/3/2004	4568	Wendy G. Goodson	X	-1,512.75	-37,394.52
Check	11/3/2004	4570	Esther P. Guzman	X	-278.42	-37,672.94
Check	11/3/2004	4571	Joyce G. Hampton	X	-337.36	-38,010.30
Check	11/3/2004	4572	Alexander Hernandez	X	-327.10	-38,337.40
Check	11/3/2004	4579	Kristen Proffitt	X	-59.99	-38,397.39
Check	11/3/2004	4580	Beatrice V. Quintanar	X	-328.80	-38,726.19
Check	11/3/2004	4583	Lena Rodriguez	X	-110.22	-38,836.41
Check	11/17/2004	4651	Hilda Rivera	X	-343.29	-39,179.70
Check	11/17/2004	4648	Melissa Manzanarez	X	-61.59	-39,241.29
Check	11/17/2004	4652	Evelyn Soqui	X	-190.43	-39,431.72
Check	11/17/2004	4646	Shannon Ford	X	-163.30	-39,595.02
Check	11/17/2004	4645	Kamala Connors	X	-239.27	-39,834.29
Check	11/17/2004	4653	Din Thong	X	-141.68	-39,975.97
Check	11/17/2004	4643	Angelica Alatorre	X	-221.75	-40,197.72
Check	11/17/2004	4654	Sothavy Ton	X	-98.55	-40,296.27
Check	11/17/2004	4639	Sherri Umali	X	-111.92	-40,408.19
Check	11/17/2004	4638	Galen Tigert	X	-133.98	-40,542.17
Check	11/17/2004	4633	Lena Rodriguez	X	-93.50	-40,635.67
Check	11/17/2004	4630	Beatrice V. Quintanar	X	-16.51	-40,652.18
Check	11/17/2004	4629	Margaret Puentes	X	-106.29	-40,758.47
Check	11/17/2004	4625	Ilda Oropeza	X	-128.20	-40,886.67
Check	11/17/2004	4624	Laura Mitchell	X	-90.35	-40,977.02
Check	11/17/2004	4620	Alexander Hernandez	X	-483.94	-41,460.96
Check	11/17/2004	4619	Joyce G. Hampton	X	-337.36	-41,798.32
Check	11/17/2004	4655	Orange County Aud...	X	-240.00	-42,038.32
Check	11/17/2004	4616	Wendy G. Goodson	X	-1,512.75	-43,551.07
Check	11/17/2004	4613	Gail Erwin	X	-126.32	-43,677.39
Check	11/17/2004	4612	Diane Eddington	X	-67.49	-43,744.88

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**Placentia Library District
Reconciliation Detail
Payroll Checking - Wells Fargo, Period Ending 11/30/2004**

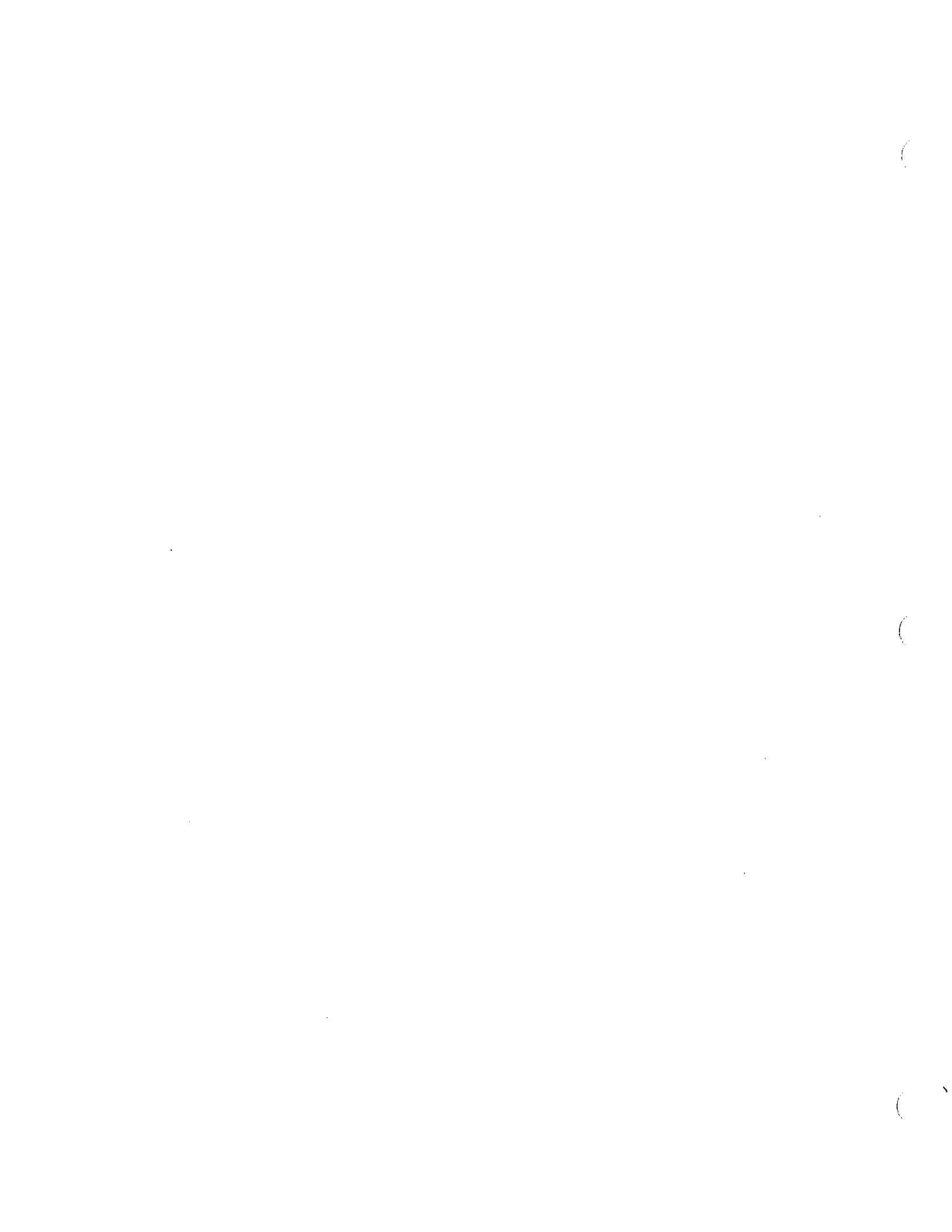
Type	Date	Num	Name	Cir	Amount	Balance
Check	11/17/2004	4611	Jesus Diaz	X	-562.17	-44,307.05
Check	11/17/2004	4610	Dorothy J. Cummings	X	-153.21	-44,460.26
Check	11/17/2004	4609	Gary Bell	X	-1,410.92	-45,871.18
Check	11/17/2004		Paychex	X	-8,543.39	-54,414.57
Check	11/17/2004		Paychex	X	-16,327.57	-70,742.14
Check	11/17/2004	4656	Placentia Library Di...	X	-19.94	-70,762.08
Check	11/17/2004	4657	Nationwide Retirem...	X	-1,835.76	-72,597.84
Check	11/17/2004	4650	Melissa Porter	X	-116.53	-72,714.37
Total Checks and Payments					-72,714.37	-72,714.37
Deposits and Credits - 2 items						
Deposit	11/10/2004			X	31,513.17	31,513.17
Deposit	11/29/2004			X	31,513.17	63,026.34
Total Deposits and Credits					63,026.34	63,026.34
Total Cleared Transactions					-9,688.03	-9,688.03
Cleared Balance					-9,688.03	41,105.15
Uncleared Transactions						
Checks and Payments - 14 items						
Check	8/25/2004	4380	Angie-An Mai		-30.80	-30.80
Check	11/3/2004	4600	Christina Perez		-185.02	-215.82
Check	11/3/2004	4596	Victoria Eley		-135.51	-351.33
Check	11/3/2004	4562	Diane Eddington		-67.49	-418.82
Check	11/17/2004	4649	Christina Perez		-109.05	-527.87
Check	11/17/2004	4618	Esther P. Guzman		-278.42	-806.29
Check	11/17/2004	4644	Hubert Chim		-95.24	-901.53
Check	11/17/2004	4647	Ryan Lighthill		-123.20	-1,024.73
Check	11/17/2004	4640	Sandra Vargas		-45.18	-1,069.91
Check	11/29/2004	4663	Trang Goebel		-66.20	-1,136.11
Check	11/29/2004	4674	Laura Mitchell		-74.40	-1,210.51
Check	11/29/2004		Paychex		-17,179.04	-18,389.55
Check	11/29/2004		Paychex		-8,490.75	-26,880.30
Check	11/29/2004	2036	Orange County Aud...		-53.46	-26,933.76
Total Checks and Payments					-26,933.76	-26,933.76
Total Uncleared Transactions					-26,933.76	-26,933.76
Register Balance as of 11/30/2004					-36,621.79	14,171.39
New Transactions						
Checks and Payments - 24 items						
Check	12/1/2004	4691	Angelica Alatorre		-258.71	-258.71
Check	12/1/2004	4692	Kamala Connors		-228.41	-487.12
Check	12/1/2004	4693	Shannon Ford		-163.30	-650.42
Check	12/1/2004	4694	Melissa Manzanarez		-64.68	-715.10
Check	12/1/2004	4695	Melissa Porter		-129.48	-844.58
Check	12/1/2004	4696	Hilda Rivera		-319.35	-1,163.93
Check	12/1/2004	4697	Evelyn Soqui		-250.11	-1,414.04
Check	12/1/2004	4698	Sothavy Ton		-132.44	-1,546.48
Check	12/1/2004	4699	Orange County Aud...		-186.54	-1,733.02
Check	12/1/2004	4700	Placentia Library Di...		-19.94	-1,752.96
Check	12/1/2004	4701	Nationwide Retirem...		-1,835.76	-3,588.72
Check	12/1/2004	4688	Sandra Vargas		-31.89	-3,620.61
Check	12/1/2004	4687	Sherie Umali		-57.07	-3,677.68
Check	12/1/2004	4682	Lena Rodriguez		-145.91	-3,823.59
Check	12/1/2004	4679	Beatrice V. Quintanar		-197.37	-4,020.96
Check	12/1/2004	4675	Ilda Oropeza		-57.07	-4,078.03
Check	12/1/2004	4669	Alexander Hernandez		-486.26	-4,564.29
Check	12/1/2004	4668	Joyce G. Hampton		-337.36	-4,901.65
Check	12/1/2004	4665	Wendy G. Goodson		-1,512.75	-6,414.40
Check	12/1/2004	4661	Erwin Gail		-126.32	-6,540.72
Check	12/1/2004	4660	Jesus Diaz		-597.64	-7,138.36
Check	12/1/2004	4659	Dorothy J. Cummings		-198.34	-7,336.70

10:27 AM
12/14/04

Placentia Library District
Reconciliation Detail
Payroll Checking - Wells Fargo, Period Ending 11/30/2004

Type	Date	Num	Name	Clr	Amount	Balance
Check	12/1/2004	4658	Gary Bell		-1,410.92	-8,747.62
Check	12/1/2004	4667	Esther P. Guzman		-278.42	-9,026.04
Total Checks and Payments					-9,026.04	-9,026.04
Total New Transactions					-9,026.04	-9,026.04
Ending Balance					-45,647.83	5,145.35

*2004
12/15/04*



ACQUISITIONS REPORT FOR FISCAL YEAR 2004-2005 THROUGH THE MONTH OF NOVEMBER 2004
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	3,461.83	253	210	3,291.35	267	177	7,973.23	595	452	951.25	44	44	8,924.48	639	496
Adult Circulating Non-Fiction	4,114.22	185	172	1,527.53	98	89	9,451.90	443	421	1,746.53	74	74	11,198.43	517	495
Adult Reference	8,581.48	90	36	676.79	9	8	10,066.52	108	53	469.85	7	6	10,536.37	115	59
Adult Print Combinations	16,462.42	302	297	0.00	0	0	16,787.52	312	307	0.00	0	0	16,787.52	312	307
Adult Electronic Combinations	7,445.68	48	48	0.00	0	0	8,222.15	62	62	0.00	0	0	8,222.15	62	62
Total Adult Non-Fiction	36,603.80	625	553	2,204.32	107	97	44,528.09	925	843	2,216.38	81	80	46,744.47	1,006	923
TOTAL ADULT PRINT MATERIALS	40,065.63	878	878	5,495.67	374	274	52,501.32	1,520	1,295	3,167.63	125	124	55,668.95	1,645	1,419
Adult Audio/Music	37.12	2	2	0.00	0	0	37.12	2	2	160.00	10	10	197.12	12	12
Adult Audio Books	2,754.71	74	70	2,043.81	33	33	5,985.85	124	120	0.00	0	0	5,985.85	124	120
Total Adult Audio	2,791.83	76	72	2,043.81	33	33	6,022.97	126	122	160.00	10	10	6,182.97	136	132
Adult Video Educational	577.79	39	20	4,988.49	216	170	5,566.28	255	190	39.95	2	2	5,606.23	257	192
Adult Video Entertainment	2,220.59	134	59	0.00	0	0	2,286.57	139	61	196.99	11	11	2,483.56	150	72
Total Adult Video	2,798.38	173	79	4,988.49	216	170	7,852.85	394	251	236.94	13	13	8,089.79	407	264
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	5,590.21	249	151	7,032.30	249	203	13,875.82	520	373	396.94	23	23	14,272.76	543	396
TOTAL ADULT MATERIALS	45,655.84	1,127	1,029	12,527.97	623	477	66,377.14	2,040	1,668	3,564.57	148	147	69,941.71	2,188	1,815
Juvenile Fiction	309.68	61	43	1,941.59	162	146	2,399.98	268	217	257.13	47	47	2,657.11	315	264
Juvenile Circulating Non-Fiction	122.23	8	8	235.26	14	12	9,610.41	579	568	44.95	2	2	9,655.36	581	570
Juvenile Reference	0.00	0	0	0.00	0	0	19.56	1	1	0.00	0	0	19.56	1	1
Juvenile Print Combinations	1,035.72	13	3	146.61	1	1	1,328.47	15	5	0.00	0	0	1,328.47	15	5
Juvenile Electronic Combinations	399.00	1	1	0.00	0	0	399.00	1	1	0.00	0	0	399.00	1	1
Total Juvenile Non-Fiction	1,536.95	22	12	381.87	15	13	11,357.44	596	575	44.95	2	2	11,402.39	598	577
TOTAL JUVENILE PRINT MATERIALS	1,866.63	83	55	2,323.46	177	159	13,757.42	864	792	302.08	49	49	14,059.50	913	841
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	2,872.32	48	4	0.00	0	0	2,872.32	48	4	96.00	2	2	2,968.32	50	6
Total Juvenile Audio	2,872.32	48	4	0.00	0	0	2,872.32	48	4	96.00	2	2	2,968.32	50	6
Juvenile Video Educational	0.00	0	0	0.00	0	0	0.00	0	0	608.85	35	35	608.85	35	35
Juvenile Video Entertainment	0.00	0	0	0.00	0	0	990.00	0	0	990.00	49	46	990.00	49	46
Total Juvenile Video	0.00	0	0	0.00	0	0	0.00	0	0	1,598.85	84	81	1,598.85	84	81
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	2,872.32	48	4	0.00	0	0	2,872.32	48	4	1,694.85	86	83	4,567.17	134	87
TOTAL JUVENILE MATERIALS	4,738.95	131	59	2,323.46	177	159	16,629.74	912	796	1,996.93	135	132	18,626.67	1,047	928
Total Fiction	3,771.51	314	253	5,232.94	429	323	10,373.21	863	669	1,208.38	91	91	11,581.59	954	760
Total Non-Fiction	38,160.75	647	565	2,586.19	122	110	55,885.53	1,521	1,418	2,261.33	83	82	58,146.86	1,604	1,500
Total Audio	5,664.15	124	76	2,043.81	33	33	8,895.29	174	126	256.00	12	12	9,151.29	186	138
Total Video	2,798.38	173	79	4,988.49	216	170	7,852.85	394	251	1,835.79	97	94	9,688.64	491	345
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	50,394.79	1,258	973	14,851.43	800	636	83,006.88	2,952	2,464	5,561.50	283	279	88,568.38	3,235	2,743

ACQUISITIONS REPORT FOR THE MONTH OF NOVEMBER 2004
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	0.00	0	0	0.00	0	0	1,220.05	75	65	191.75	8	8	1,411.80	83	73
Adult Circulating Non-Fiction	0.00	0	0	0.00	0	0	3,810.15	160	160	228.80	11	11	4,034.95	171	171
Adult Reference	0.00	0	0	0.00	0	0	808.25	9	9	32.95	1	1	841.20	10	10
Adult Print Collections	0.00	0	0	0.00	0	0	325.10	10	10	0.00	0	0	325.10	10	10
Adult Electronic Collections	0.00	0	0	0.00	0	0	776.47	14	14	0.00	0	0	776.47	14	14
Total Adult Non-Fiction	0.00	0	0	0.00	0	0	5,719.97	193	193	257.75	12	12	5,977.72	205	205
TOTAL ADULT PRINT MATERIALS	0.00	0	0	0.00	0	0	6,940.02	268	258	449.50	20	20	7,389.52	288	278
Adult Audio/Music	0.00	0	0	0.00	0	0	0.00	0	0	105.00	7	7	105.00	7	7
Adult Audio Books	0.00	0	0	0.00	0	0	1,187.33	17	17	0.00	0	0	1,187.33	17	17
Total Adult Audio	0.00	0	0	0.00	0	0	1,187.33	17	17	105.00	7	7	1,292.33	24	24
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	65.98	5	2	0.00	0	0	65.98	5	2
Total Adult Video	0.00	0	0	0.00	0	0	65.98	5	2	0.00	0	0	65.98	5	2
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	0.00	0	0	0.00	0	0	1,253.31	22	19	105.00	7	7	1,358.31	29	26
TOTAL ADULT MATERIALS	0.00	0	0	0.00	0	0	8,193.33	290	277	554.50	27	27	8,747.83	317	304
Juvenile Fiction	0.00	0	0	0.00	0	0	148.71	45	28	0.00	0	0	148.71	45	28
Juvenile Circulating Non-Fiction	0.00	0	0	0.00	0	0	9,252.92	557	548	20.00	1	1	9,272.92	558	549
Juvenile Reference	0.00	0	0	0.00	0	0	19.56	1	1	0.00	0	0	19.56	1	1
Juvenile Print Collections	0.00	0	0	0.00	0	0	146.14	1	1	0.00	0	0	146.14	1	1
Juvenile Electronic Collections	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Total Juvenile Non-Fiction	0.00	0	0	0.00	0	0	9,418.62	559	550	20.00	1	1	9,438.62	560	551
TOTAL JUVENILE PRINT MATERIALS	0.00	0	0	0.00	0	0	9,567.33	604	578	20.00	1	1	9,587.33	605	579
Juvenile Audio/Music	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Juvenile Audio Books	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Total Juvenile Audio	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Juvenile Video Educational	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Juvenile Video Entertainment	0.00	0	0	0.00	0	0	0.00	0	0	375.00	19	17	375.00	19	17
Total Juvenile Video	0.00	0	0	0.00	0	0	0.00	0	0	375.00	19	17	375.00	19	17
Juvenile Computer Software	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
TOTAL JUVENILE NON-PRINT MATERIALS	0.00	0	0	0.00	0	0	0.00	0	0	375.00	19	17	375.00	19	17
TOTAL JUVENILE MATERIALS	0.00	0	0	0.00	0	0	9,567.33	604	578	395.00	20	18	9,962.33	624	596
Total Fiction	0.00	0	0	0.00	0	0	1,368.76	120	93	191.75	8	8	1,560.51	128	101
Total Non-Fiction	0.00	0	0	0.00	0	0	15,138.59	752	743	277.75	13	13	15,416.34	765	756
Total Audio	0.00	0	0	0.00	0	0	1,187.33	17	17	105.00	7	7	1,292.33	24	24
Total Video	0.00	0	0	0.00	0	0	65.98	5	2	0.00	0	0	65.98	5	2
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	0.00	0	0	0.00	0	0	17,760.66	894	855	949.50	47	45	18,710.16	941	900

OUTSTANDING ORDERS AS OF NOVEMBER 30, 2004

General Fund	Amount	\$7,295.72
Adopt-A-Book	Amount	\$296.39
TOTAL	Amount	\$7,592.11

Summary of Current Status of Unique Management Accounts
December 20, 2004

Agenda Item 15

FY 04-05	New Accounts	Active Accounts	Paid in full current month	Amount received current month	Written off current month
July	16	655	4	743.99	0
August	4	667	6	718.98	0
September	18	675	3	616.88	0
October	8	683	7	842.49	0
November	10	690	3	432.85	0
December	0	0	0	0	0
January	0	0	0	0	0
February	0	0	0	0	0
March	0	0	0	0	0
April	0	0	0	0	0
May	0	0	0	0	0
June	0	0	0	0.00	0
TOTAL YTD	56	3370	23	3355.19	0

UNIQUE MANAGEMENT SERVICES, INC.

CREATED: 12/01/2004 12:52 AM ES

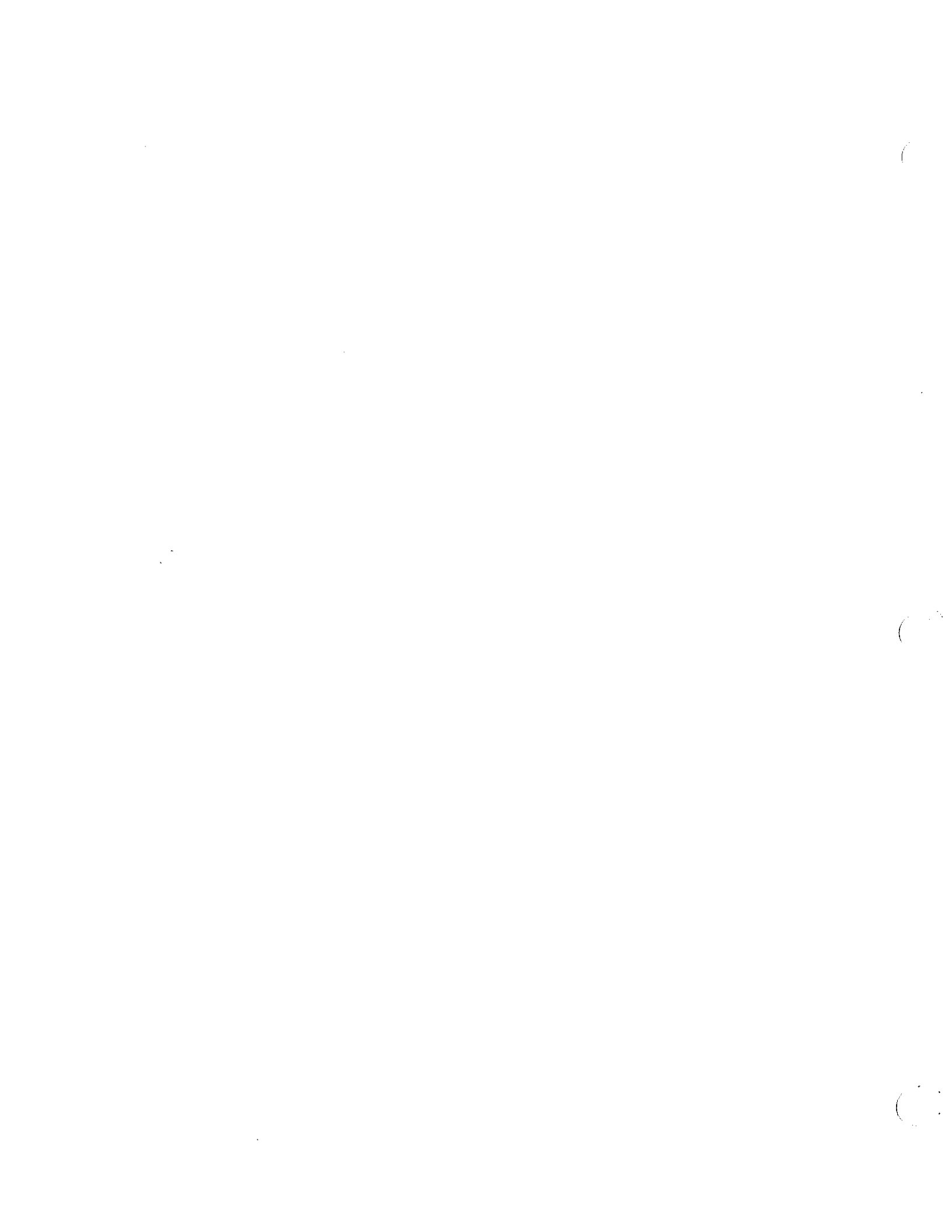
SUMMARY STATUS REPORT

PAGE: 129

MS JULIE SHOOK
PLACENTIA LIBRARY DISTRICT
411 EAST CHAPMAN AVENUE
PLACENTIA CA 92870

CREDITOR: 286 -- PLACENTIA LIBRARY DISTRICT
DATES LISTED: 01/01/1900 TO 11/30/2004

Accounts Submitted	: 1,059	Dollars Submitted	: 97,995.54	Dollars Received	: 36,310.67
Patron Disputes	: 6	Dollars in Bankruptcy	: 515.69	Material Returned	: 13,030.23
Patron Disputes/Suspends	: 128	Dollars in Skips	: 7,761.69	Dollars Waived	: 2,514.88
Accounts in Process	: 1	Dollars in Dispute	: 0.00	Total Activated	: 66,339.46
# of Accounts Activated	: 924	Dollars in Process	: 86,968.11	% of Dollars Activated	: 76.28%
% of Accounts Activated	: 690				
	: 74.68%				



TO: Library Board of Trustees
FROM: Elizabeth Minter, Library Director *EM*
DATE: December 20, 2004
SUBJECT: **GIFT REPORT**

The following gifts were received from November 1, 2004 through November 30, 2004.

ADOPT A BOOK DONATIONS

In Memory of Florence Purdy	Richard & Paula Bennett
Susan Toman	Charles & Barbara Phillips
Joyce Byrne	Sandy Koizumi
Jim & Virginia Walker	Allen & Carole Sypherd
Geraldine Sandoval	
Lance & Tina Powers	

TOTAL ADOPT A BOOK DONATIONS: \$375.00

BOOK ENDOWMENT FUND

Laurel McCarthy	Hugh & Gae Wood
Lillian Sakoguchi	Crystal Gates

TOTAL BOOK ENDOWMENT FUND \$1,025.00

GENERAL FUND DONATIONS

William & Lori Nettleship	United Bank of California
Sandra & Guillermo Santana	Richard & Peggy Halverson
Michael Cardwell	Mary Pommier
Marie Schmidt	Pat & Ginny Sanatar
Lillian Bart	James & Cynthia Rummel
Agnes Donnellan	Ted Shettler
Gregory & Andrea Sinks	Carol Ann Tasios
Maria & Turgut Cakiraga	Alice Miller
Edward & Kathleen Murphy	Ralph & Pat Shook

Robert & Judy Dickinson
Taormina Industries
Laurel McCarthy
Larry & Shirley deGraaf
Pat Jertberg
Pran Dave
Wilma Stayner
Margaret Sevre

Jillian & Theresa Backes
Jim & Jean Redman
JoAnn Nelson
Jim & Peggy Dinsmore
MDJ Management
Taormina Industries
Southern California Gas

TOTAL GENERAL FUND DONATIONS:

\$3,566.36

TOTAL ALL DONATIONS

\$4,966.36

Prepared By: Wendy Goodson

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *EDM*
SUBJECT: **Building Maintenance Report for November 2004**
DATE: December 20, 2004

Plumbing: 11/9/04 – Replaced P-trap in drinking fountain.

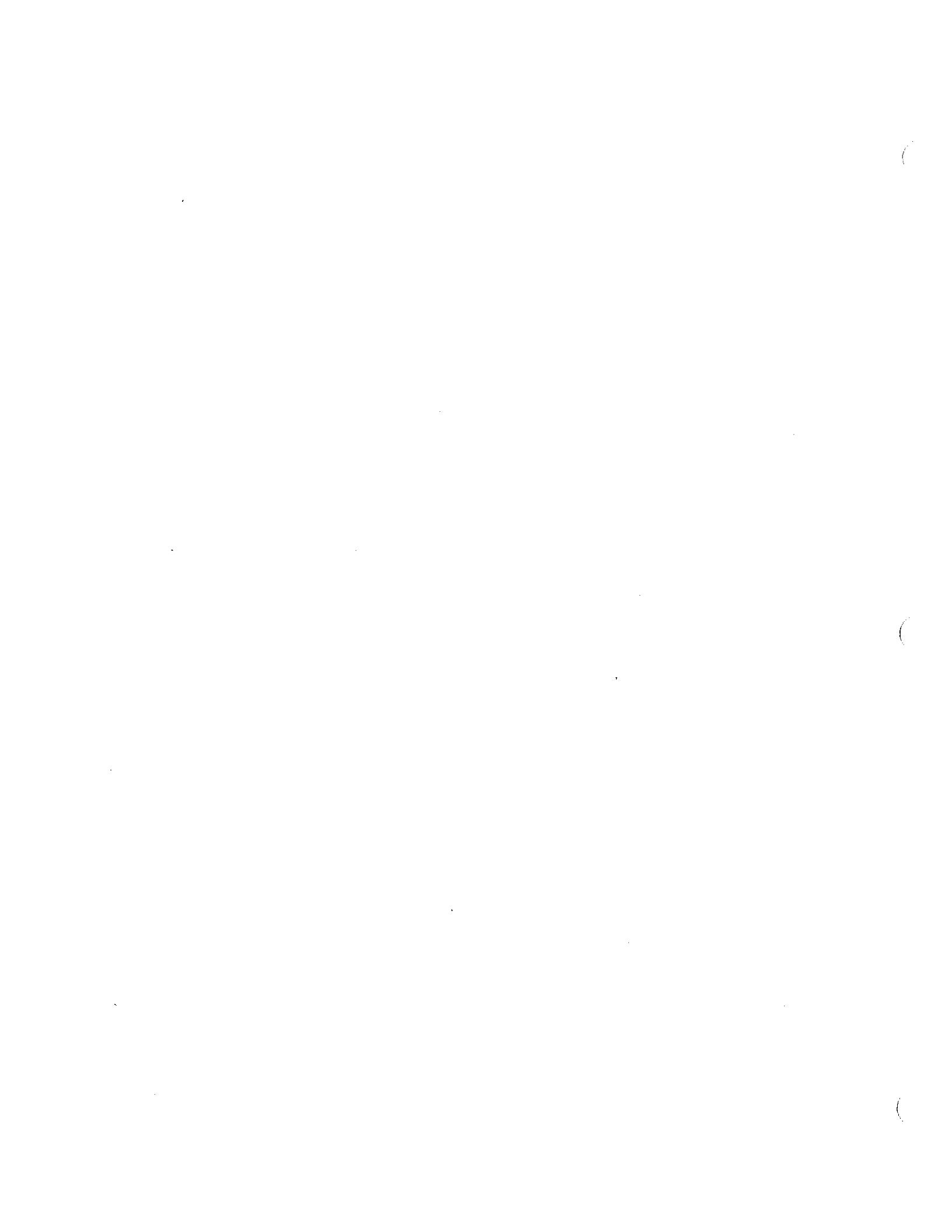
Electrical: No service calls in November.

Carpet Cleaners: 10/22/04 – Clean Meeting Room carpet.

Locksmith: No service calls in November.

Telephone: 11/29/04 – Installation of new system began. Equipment list delivered and verified. Scheduled cutover to new system is December 16, 2004. Training sessions will be conducted week of Dec 19th, 2004. Projected completion date remains December 22, 2004.

Prepared by: Wendy Goodson



PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *EDM*
SUBJECT: Personnel Report for November 2004
DATE: December 20, 2004

RESIGNATIONS:

None

APPOINTMENTS:

None

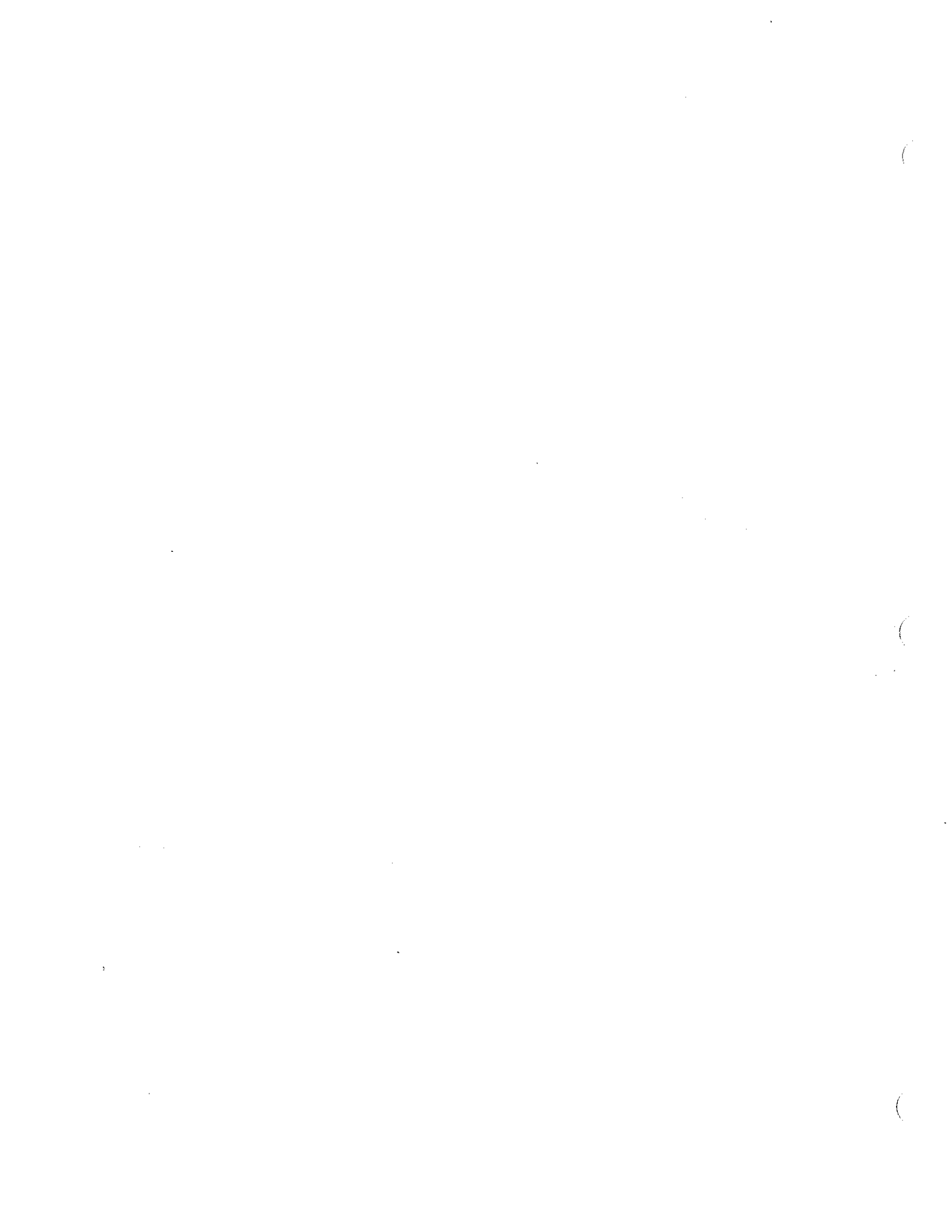
OPEN POSITIONS:

None

WORKERS' COMPENSATION LEAVE:

None

Prepared by: Wendy Goodson



TO: Elizabeth Minter, Library Director

FROM: Laranne Millonzi, Development Director and Volunteer Coordinator



SUBJECT: Volunteer Report for Month of Novmeber 2004

CUMULATIVE RECORD OF VOLUNTEER HOURS (excluding Literacy services)

REGULAR	FY04/05 November	FY04/05 YTD	Starting	Cumulative
Andrade, Linda	14.00	51.00	Sep-95	888.00
Backes, Theresa	2.00	30.00	Jun-98	442.75
Barnett, Joan	0.00	2.00	Oct-04	2.00
Bart, Lillian	6.00	24.00	May-01	417.75
Benner, Brenda	0.00	3.50	Jul-04	3.50
Blansett, Nadine	37.25	122.25	Mar-03	363.00
Boelman, Marge	2.00	6.00	Apr-01	182.00
Botha, Jill	0.00	0.00	Nov-01	64.00
Britton, JoAnn	3.50	35.00	Jul-04	35.00
Byrne, Joyce	8.00	20.00	Apr-04	25.00
Cassidy, Deane	0.00	0.00	May-04	2.00
Clugston, Patricia	8.25	46.50	Jun-98	612.75
Davis, Sandy	8.00	46.00	Jul-03	147.00
Dell, Lyla	8.50	69.50	Aug-98	309.00
Farkas, Theodore	0.00	0.00	?	50.00
Fioroni, Pete	30.00	50.00	Mar-97	368.25
Fisher, Jack	2.00	5.25	Apr-04	10.75
Fisher, Lora	0.00	1.25	Aug-04	1.25
Fitzgerald, Joan	15.00	45.00	Oct-93	2,224.75
Frazee, Kathy	0.00	0.00	Jul-02	7.00
Godwin, Nita	11.00	39.00	Feb-96	423.25
Haagen, John	4.00	11.50	Jan-00	114.75
Hathaway, Eugenia	6.00	18.00	Nov-03	46.00
Hemmerling, Barbara	17.50	71.25	Sep-95	804.25
Henderson, Jan	0.00	2.00	Oct-03	11.00
Himes, Camille	0.00	0.00	Jul-03	5.00
Horrocks, Marjorie	4.00	18.00	Oct-95	310.00
Irot, Pat	41.00	164.50	Feb-96	3,761.50
Jertberg, Pat	9.00	41.50	Apr-98	2,011.75
Lee, Wilma	1.00	6.25	Feb-04	13.25
Loewer, Terrie	8.75	61.25	Jun-04	68.75
Lone-Tollefson, Nancy	24.00	177.00	Jan. 03	481.75
Lord, Audrey	0.00	0.00	Jul-00	390.75
Marchant, Liz	3.00	3.00	Nov-04	3.00
Myers, Claire	2.50	44.75	Oct-95	1,369.25
Nakamura, Nobu	8.00	22.50	Sep-04	22.50
Olson, Bob	4.00	18.00	Sep-95	516.00
Pence, Carol	0.00	0.00	Mar-04	3.00
Pence, Thomas	0.00	0.00	Jan-99	301.50
Rankin, Eleanore	0.00	75.00	May-02	663.50
Rodriguez, Carmen	2.00	32.00	Feb-00	315.50
Salem, Rose	6.00	38.00	Oct-00	339.75
Sanatar, Ginny	0.00	0.00	Mar-02	117.50
Sandoval, Gerry	10.00	36.00	Aug-02	208.00
Schafer, Ruth	6.00	42.00	Jun-04	50.00
Schmidt, Marie	13.00	59.00	Apr-98	722.75
Scott, Linda	0.00	0.00	Jul-03	18.50
Segovia, Inez	10.00	50.00	Jun-03	171.50
Shaw, Dixie	1.00	4.00	May-94	221.50
Silverman, Pat	8.00	40.00	Jul-03	142.00
Thum, Margo	18.00	62.00	Nov-03	124.00
Tollefson, Jerry	0.00	4.50	Jul-03	35.00
Tramison, Betty	1.00	6.50	Aug-04	6.50
Walker, Jim	0.00	0.00	Nov-03	1.50
Walcek, John	0.00	0.00	Dec-04	6.00
Walker, Virginia	0.00	0.00	Mar-99	145.25
Wymer, Betty	12.00	40.25	Jan-96	1,078.25
Zamora, Mary	0.00	0.00	Jan-04	8.50
TOTAL	375.25	1745.00		21,188.50

CUMULATIVE RECORD OF TEMPORARY VOLUNTEER HOURS (excluding Literacy Services)

	FY04/05	FY04/05	Cumulative		FY04/05	FY04/05	Cumulative
	November	YTD			November	YTD	
Alvarado, Catalina	0.00	3.25	3.25	Nguyen, Kevin	0.00	18.25	18.25
Barlow, Stacey	0.50	4.50	4.50	Ning Zing, Dan	0.00	9.00	9.00
Becker, Alyssa	0.00	8.25	9.25	Ong, Cindy	0.00	9.00	9.00
Beshay, Andrew	2.00	11.00	11.00	Pestoor, Jaclyn	0.00	8.50	16.50
Bhattacharya, Ankur	0.00	23.00	46.50	Peters, Lezi	0.00	20.75	30.25
Bishtawi, Stephen	8.00	20.00	36.00	Peters, Tim	0.00	18.25	27.75
Bianco, Justin	0.00	4.00	36.50	Piol, Nick	0.00	8.00	48.00
Blaine, Ami	1.00	4.00	14.00	Rivera, Ruben	0.00	35.00	40.00
Blehm, Nathan	0.00	10.50	10.50	Runyan, Nicole	0.00	7.00	7.00
Boden, Emily	0.00	24.25	28.25	Ryang, Michelle	0.00	13.25	30.50
Born, Ashley	0.00	6.25	24.25	Salvary, Vanessa	0.00	3.00	3.00
Cerpa, Lizbeth	0.00	4.50	4.50	Sevilla, Martin	5.00	31.00	31.00
Cha, Sally	0.00	22.00	22.00	Sharp, Kristina	0.00	16.25	28.25
Chao, Rebecca	0.00	44.50	55.50	Shaw, Vishwa	0.00	4.50	4.50
Chen, Shaw-Ming	0.00	11.50	11.50	Soetijoso, Agnes	11.00	38.00	38.00
Chun, Andrea	4.75	28.25	97.00	Suh, Stacy	6.00	34.25	64.75
Dita, Alex	6.00	20.00	20.00	Syed, Kiren	0.00	20.75	46.25
Downs, Chantal	6.00	17.00	17.00	Tan, Hannah	0.00	1.00	44.00
Drake, Catherine	2.00	7.00	7.00	Tasnim, Sara	0.00	14.00	20.25
Erbacher, Matt	0.00	5.00	5.00	Tat, Trung	0.00	24.50	97.75
Esquivel, Gilberto	0.00	28.00	41.00	Thibault, Peter	0.00	8.50	10.50
Florez, Stephanie	0.00	2.75	5.75	Thibault, Timothy	0.00	10.50	14.50
Francis, Lucy	0.00	11.00	11.00	Thornley, Mikayla	0.00	2.00	2.00
Hadi, Maria	0.00	10.00	10.00	Titus, Tanya	0.00	4.00	4.00
Hariri, Nick	0.00	29.00	30.00	Tjoarman, Arlene	0.00	85.25	110.75
Hernandez, Brenda	0.00	18.00	18.00	Valerio, Ricardo	0.00	0.00	30.00
Ibarra, Estefania	0.00	39.00	54.00	Vasquez, Michelle	0.00	3.25	3.25
Israel, Emily	0.00	19.25	22.25	Vo, Jadeson	0.00	11.50	20.25
Jani, Eddie	0.00	37.25	59.25	Vo, Jasmine	0.00	11.50	21.25
Karan, Gaurav	18.00	38.00	38.00	Wang, Melody	3.00	16.50	21.50
Khattar, Saijal	0.00	43.50	57.50	White, Chris	0.00	19.25	20.25
Lee, Jessica	0.00	41.00	46.00	Wiggins, Katie	12.50	10.00	10.00
Lee, Kenneth	0.00	48.00	57.25	Wu, Jaime	0.00	9.25	14.75
Martinez, Chris	0.00	26.25	40.00	Yeh, Bryce	0.00	6.00	25.25
Misty, Aakash	0.00	15.50	15.50	Zuniga, Jazmin	0.00	10.00	38.00
Ngo, Kathy	0.00	31.75	31.75				
TOTAL	48.25	717.00	1000.75	TOTAL	37.50	541.75	960.25

TOTAL Library Volunteer Hours 461.00
TOTAL Literacy Volunteer Hours 1458.00

TOTAL VOLUNTEERS HOURS 1919.00

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

	Regular/Temp.Volunteers				Literacy Volunteers			
	FY00/01	FY01/02	FY02/03	FY03/04	FY00/01	FY01/02	FY02/03	FY03/04
July	562.00	623.00	693.50	735.25	658.00	1026.50	644.00	865.00
August	563.25	834.25	386.00	551.50	662.00	847.00	513.00	829.00
September	248.00	802.75	386.00	385.00	581.00	605.00	518.00	808.00
October	385.00	1029.80	442.50	388.75	614.00	550.00	516.00	820.00
November	369.25	1457.30	388.25	388.25	685.50	550.00	510.00	805.00
December	205.25	203.50	260.00	359.50	564.00	586.00	504.00	853.00
January	387.25	356.50	425.00	439.00	797.00	586.00	504.00	979.00
February	376.75	359.75	492.00	496.25	617.00	600.00	534.00	1472.00
March	377.25	399.00	340.00	489.25	622.50	600.00	767.00	1275.75
April	457.25	299.75	533.25	476.50	656.00	600.00	502.00	1152.00
May	393.00	371.50	355.50	460.25	1,204.50	588.00	500.00	562.50
June	<u>580.75</u>	<u>454.00</u>	<u>554.75</u>	<u>456.00</u>	<u>1,050.50</u>	<u>639.00</u>	<u>3368.00</u>	<u>526.50</u>
	4905.00	7191.10	5256.75	5625.50	8,712.00	7777.50	9380.00	10947.75

	FY04/05				FY04/05			
July	948.25				1,008.00			
August	696.25				684.00			
September	482.00				704.00			
October	487.75				684.00			
November	461.00				1,458.00			
December								
January								
February								
March								
April								
May								
June								
	<u>3075.25</u>				<u>4,538.00</u>			

CUMULATIVE RECORD OF LITERACY VOLUNTEER HOURS

REGULAR	FY04/05 November	FY04/05 YTD	Cumulative		FY04/05 November	FY04/05 YTD	Cumulative
Aguirre, Alyssa	6.00	30.00	70.00	Go, Jonathon	5.00	5.00	5.00
Anahechi, Maryam	24.00	24.00	24.00	Gonzales, Rosemarie	6.00	6.00	6.00
a LaTorre, Angelica	-	-	154.00	Goodman, Dale	-	-	3,441.00
Ansig, Ronals	8.00	8.00	8.00	Grisso, Norma	3.00	3.00	3.00
Araujo, John	6.00	30.00	30.00	Guerrero, Christine	6.00	30.00	108.00
Azadi, Joe	8.00	40.00	40.00	Guerrero, Lavone	6.00	30.00	114.00
Azizan, Sarah	-	-	40.00	Hamacher, Holly	6.00	24.00	108.00
Babinski, Barbara	-	-	3.00	Hatch, Bill	6.00	30.00	165.00
Bates, Emily	-	20.00	20.00	Hatch, Katie	6.00	29.00	79.00
Becker, Alyssa	3.00	3.00	3.00	Hawkins, Christina	6.00	30.00	104.00
Behmaram, Roxana	38.00	38.00	38.00	Healey, Kathleen	6.00	30.00	306.00
Belekjian, Maria	-	12.00	120.00	Heer, Kim	6.00	30.00	323.00
Belo, Dominic	12.00	42.00	108.00	Henao, Stephanie	6.00	30.00	84.00
Bennett, Amanda	6.00	26.00	26.00	Herrera, Elizabeth	6.00	30.00	30.00
Bennett, Kevin	6.00	26.00	26.00	Hernandes, Melissa	-	-	50.00
Bernardino, Maria	6.00	30.00	126.00	Hernandez, Maria	6.00	36.00	180.00
Blarsi, Courtney	20.00	20.00	20.00	Hilleweart, Heather	6.00	30.00	108.00
Bowers, Cretia	-	-	20.00	Holmes, Nancy	6.00	30.00	30.00
Bowley, Jessika	18.00	18.00	18.00	Howell, Anne	-	18.00	102.00
Brackett, Jim	-	6.00	159.00	Hsieh, Lambert	6.00	30.00	30.00
Broderick, Shannon	12.00	24.00	80.00	Hsu, Iris	6.00	30.00	20.00
Brzovic, Kathy	6.00	30.00	120.00	Humple, Phyllis	4.00	16.00	190.00
Cadambi, Aruna	-	-	44.00	Hutain, Jenny	6.00	30.00	67.00
Callaway, Sean	6.00	30.00	72.00	Hutton, Katherine (Kate)	6.00	30.00	324.00
Castillo, Alicia	4.00	4.00	44.00	Jensen, Ryan	12.00	12.00	12.00
Cerpa, Lizbeth	5.00	5.00	5.00	Harris, Michelle	28.00	28.00	28.00
Cha, Sally	6.00	30.00	120.00	Hassan, Zeenat	3.00	3.00	3.00
Chandrasekaram, Vinolie	-	-	64.00	Henri, Chase	15.00	15.00	15.00
Chang, Sirena	2.00	2.00	2.00	Ho, Brandon	3.00	3.00	3.00
Charles, Vicki	3.00	3.00	3.00	Hutton, Katherine (Kate)	6.00	30.00	324.00
Chen, April	-	-	177.00	Jeon, Ashley	6.00	24.00	65.00
Chen, Wen	6.00	30.00	114.00	Johnstone, Deborah	6.00	15.00	15.00
Cheng, Elsen	12.00	30.00	110.00	Kaiser, Kelly	-	-	150.00
Cho, Eric	5.00	5.00	5.00	Kamat, Rujvi	6.00	30.00	66.00
Cho, Jason	4.00	4.00	4.00	Kao, Elaine	6.00	18.00	74.00
Choi, Eugene	6.00	30.00	72.00	Kapur, Melea	12.00	12.00	12.00
Chow, Nicole	3.00	3.00	3.00	Khamphanh, Molly	6.00	30.00	114.00
Christensen, Alan	7.00	7.00	7.00	Komreich, Seth	-	-	32.00
Chun, Andre	3.00	3.00	3.00	Kreger, Kenneth	6.00	30.00	30.00
Coffee, Nancy	-	-	397.00	Krisinger, Elizabeth	-	-	78.00
Connors, Kamala	12.00	12.00	12.00	Lampason, Caylan	6.00	15.00	15.00
Corbo, Leonora	6.00	29.00	29.00	Lee, AI	4.00	4.00	4.00
Delgado, Ana	9.00	9.00	9.00	Lee, Joshua	6.00	30.00	30.00
Dhanak, Shayona	5.00	5.00	5.00	Leon, Philip	14.00	14.00	14.00
Diaz, Cynthia	-	-	52.00	Leslie, Sandra	6.00	30.00	318.00
Diaz, Monica	-	-	70.00	Lewis, Kim	12.00	12.00	12.00
Donofrio, Susan	6.00	30.00	165.00	Lien, Kevin	3.00	3.00	3.00
Draper, Krispa	-	18.00	168.00	Lin, Joyce	6.00	30.00	30.00
Dudrey, Kristin	6.00	30.00	84.00	Lo, Tiffany	7.00	7.00	7.00
Eckels, Krys	6.00	30.00	120.00	Loi, Nelly	45.00	45.00	45.00
Economou, Christina	6.00	30.00	114.00	Lopez, Grace	4.00	4.00	4.00
Eimore, Sylvia	4.00	20.00	104.00	Lukito, Cory	6.00	30.00	30.00
Espinoza, Veronica	6.00	15.00	15.00	Lukito, Kevin	6.00	30.00	30.00
Farilla, Dawn	6.00	31.00	31.00	Mai, Angie	-	-	36.00
Finley, Virginia	6.00	30.00	122.00	Maino, Arielle	6.00	30.00	30.00
Fitsimons-Diaz, Chelsea	-	12.00	129.00	Malkowicz, Edward	12.00	48.00	352.00
Flores, Jose	7.00	7.00	7.00	Manzanarez, Melissa	12.00	54.00	54.00
Flores, Stephanie	3.00	3.00	3.00	Marquez, George	12.00	12.00	12.00
Ford, Shannon	12.00	12.00	12.00	Marquez, Jeff	6.00	30.00	72.00
Gardner, Jeanette	-	-	87.00	Martlaro, Diane	-	-	564.00
Gimby, Walter	6.00	30.00	76.00	Massaro, Lauren	6.00	30.00	114.00

Literacy Hours continued

REGULAR	FY04/05 November	FY04/05 YTD	Cumulative	REGULAR	FY04/05 November	FY04/05 YTD	Cumulative
McBain, Frances	6.00	30.00	108.00	Shah, Sweny	-	-	132.00
McBentez, Kathy	6.00	30.00	194.00	Shan, Kheyali	6.00	24.00	69.00
McGrath, Patricia	6.00	30.00	103.00	Sie, Melanie	4.00	4.00	4.00
Mehta, Aml	-	24.00	60.00	Siwanto, Patricia	3.00	3.00	3.00
Mesgina, Nahom	1.00	1.00	1.00	Skimizu, Ken	12.00	60.00	505.00
Miller, Michelle	-	24.00	69.00	Smith, Alex	4.00	4.00	4.00
Min, Nara	-	6.00	58.00	Smith, Allie	4.00	28.00	28.00
Montoya, Tania	-	24.00	80.00	Smith, Annie	4.00	28.00	28.00
Myers, Emily	-	-	150.00	Soetjoso, Agnes	8.00	8.00	8.00
Navarro, Nicole	-	24.00	114.00	Soqui, Evelyn	104.00	104.00	104.00
Negoranek, Rachel	-	24.00	53.00	Speakman, Sarah	3.00	24.00	105.00
Negrete, Adriana	-	24.00	61.00	Stutts, Lisa	-	18.00	67.00
Nguyen, Martin	6.00	30.00	72.00	Stuvert, Judith	-	60.00	60.00
Nguyen, Minh	6.00	30.00	30.00	Sun, Ying	5.00	5.00	5.00
Nguyen, Thien	34.00	34.00	34.00	Sze, Kelly	35.00	35.00	35.00
Nguyen, Tyler	-	24.00	80.00	Tan, Hannah	-	22.00	22.00
Olson, Shawn	25.00	25.00	25.00	Tat, Trung	-	24.00	35.00
Ortiz, Cynthia	12.00	12.00	12.00	Thomas, Peggy	-	24.00	143.00
Osoria, Jonathan	6.00	24.00	72.00	Thompson, Amanda	3.00	3.00	3.00
Patel, Vani	6.00	24.00	114.00	Thong, Din	20.00	80.00	80.00
Pelto, Ernest	6.00	24.00	307.00	Todker, Reka	-	24.00	36.00
Perez, Christina	20.00	20.00	20.00	Todker, Vanita	6.00	30.00	70.00
Porter, Melissa	18.00	56.00	174.00	Ton, Sothavy	15.00	67.00	67.00
Precht, Jeanette	6.00	-	187.00	Trapp, Andrew	15.00	15.00	15.00
Renno, Carolyn	4.00	25.00	73.00	Trotter, Cynthia	6.00	24.00	171.00
Reynoso, Tanya	18.00	18.00	18.00	Trujillo, Mark	88.00	88.00	88.00
Rivera, Felleny	-	-	76.00	Truong, Christine	-	-	123.00
Rivera, Hilda	10.00	34.00	202.00	Valenzuela, Sarah	-	24.00	24.00
Rodriguez, Elizabeth	18.00	18.00	18.00	Veltre, Robin	-	21.00	43.00
Rodriguez, Kenia	-	24.00	120.00	Vo, Jadeson	5.00	5.00	5.00
Rosas, Henry	38.00	38.00	38.00	Vo, Jasmine	11.00	11.00	11.00
Ross, Charlotte	-	18.00	21.00	Vo, Martin	5.00	5.00	5.00
Sabo, Melissa	-	-	42.00	Vukovick, Kathy	-	24.00	240.00
Salvary, Vanessa	10.00	10.00	10.00	Vyas, Ushima	4.00	4.00	4.00
Schaal, Linda	6.00	24.00	237.00	Weimer, Mackenzie	6.00	24.00	67.00
Schultz, Laurie	4.00	28.00	28.00	White, Debi	6.00	15.00	15.00
Sgobba, Jackie	-	18.00	180.00	Wright, Sydney	6.00	24.00	63.00
				Yang, Jonathon	21.00	21.00	21.00
				Yu, Lilian	6.00	24.00	30.00
Total	1,458.00	4,038.00	18,466.00				

Placentia Library District
Circulation Report
December 20, 2004

	FY04-05 YTD	FY03-04 YTD	% Change FY03 TO FY04	FY04-05 November	FY03-04 November
1st Time Checkouts	66,725	60,992	9.40%	13,593	11,036
Phone Renewals	7,272	8,690	-16.32%	915	2,001
In-Building Renewals	1,646	2,408	-31.64%	442	371
TOTAL RENEWALS	8,918	11,098	-19.64%	1,357	2,372
TOTAL CHECKOUTS	75,643	72,090	4.93%	14,950	13,408
On-Time Checkins	72,353	63,469	14.00%	14,972	11,021
Late Checkins	4,700	4,746	-0.97%	1,297	1,033
TOTAL CHECKINS	77,053	68,215	12.96%	16,269	12,054
Hold Placed	2,845	864	229.28%	493	162
Hold Cancelled	183	46	297.83%	53	15
Hold Filled	2,189	1,714	27.71%	399	279
Patrons Registered	1,729	1,888	-8.42%	353	418
Titles Added	1,813	2,443	-25.79%	809	1,614
Volumes Added	2,051	2,528	-18.87%	895	1,641
CIRCULATION BY TYPE OF MATERIAL					
Adult Print	31,909	30,484	4.67%	5,930	5,854
Juvenile Print	34,275	33,084	3.60%	7,052	6,228
Total Print	66,184	63,568	4.12%	12,982	12,082
Audio	4,973	3,979	24.98%	1,041	702
Visual	8,714	5,525	57.72%	1,841	1,234
Total Audio Visual	13,887	9,504	44.01%	2,882	1,936
TOTAL CIRCULATION	79,871	73,072	9.30%	15,864	14,018
Placentia Circulation	48,375	45,963	5.25%	9,456	8,395
%Placentia Circulation	60.57%	62.90%		59.61%	59.89%
Anaheim/Yorba Linda Circulation	13,167	11,764	11.93%	2,830	2,593
%Anaheim/Yorba Linda Circulation	16%	16.10%		18%	18.50%
TYPES OF ACTIVE BORROWERS					
Adult	56,902	49,484	14.99%	11,147	9,608
Young Adult	1,260	1,305	-3.45%	190	296
Juvenile	14,811	15,084	-1.81%	3,202	2,900
New Borrower	5,766	5,799	-0.57%	1,133	987
Non Resident	0		N/A	0	0
Other (staff)	1,102	1,379	-20.09%	203	231
TOTAL ACTIVE BORROWERS	79,841	73,051	9.29%	15,875	14,022
TOTAL REGISTERED BORROWERS	95,735	92,502	3.50%	19,822	19,018
ATTENDANCE	169,377	170,109	-0.43%	39,576	46,395
Adult Reference-In Building	6,632	4,251	56.01%	1,593	901
Adult Reference-Telephone	934	766	21.93%	181	137
Children's Reference-In Building	5,119	2,261	126.40%	1,382	562
Children's Reference-Telephone	95	130	-26.92%	24	24
Total Adult Reference	7,566	5,017	50.81%	1,774	1,038
Total Children's Reference	5,214	2,391	118.07%	1,406	586
Total in Building Reference	11,751	6,512	80.45%	2,975	1,463
Total Telephone Reference	1,029	896	14.84%	205	161
TOTAL REFERENCE	12,780	7,408	72.52%	3,180	1,624

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *EDM*
SUBJECT: Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority
DATE: December 20, 2004

BACKGROUND:

The invoice from the City of Placentia was not received in time to be included with the December 2004 Board Agenda.

It will be included in the January 2005 Reports.



Elizabeth Minter

From: gneill@CSDA.NET
Sent: Monday, December 13, 2004 2:25 PM
To: eminter@placentialibrary.org
Subject: CSDA Legislative Update - December 13, 2004

CSDA Legislative Information

2005-06 Legislation Session Underway

On Monday the 2005-06 Legislation Session commenced and, after the traditional ceremonial activities, recessed until January 3. The November 2004 election left the party make-up of the Legislature in place, with Democrats holding majorities of 25 to 15 in the Senate and 48 to 32 in the Assembly. The legislative leadership for the 2005-06 Session is as follows: Senate President Don Perata, Senate Republican Leader Dick Ackerman, Assembly Speaker Fabian Nunez and Assembly Republican Leader Kevin McCarthy.

While their stay in Sacramento was brief, a number of bills of interest were introduced. The 2005 bill introduction deadline is February 18. Among those bills introduced Monday include:

Assembly Constitutional Amendment No. 5

As introduced by Assembly Member Richman, ACA 5 provides that any person that on and after July 1, 2007, is hired as a new employee by a public agency may enroll only in a defined contribution plan of a public pension or retirement system and is prohibited from enrolling in a defined benefit plan, as defined. The measure would also limit employer contributions to a defined contribution plan to an unspecified percentage of employer payroll, establishes other parameters for defined contribution plans, and also sets forth relating findings of the Legislature. Constitutional amendments require passage by a 2/3 vote of each house and approval by voters in a statewide election.

Assembly Constitutional Amendment No. 7

Introduced by Assembly Member Nation, ACA 7 would change the current 2/3 vote requirement for the passage of special taxes at the local level to 55% of voters voting on the tax. The bill relates to cities, counties and special districts.

Senate Bill 21

Senate Bill 21, introduced by Senator Florez, would declare that the right to the use of any water appropriated pursuant to a permit or a license granted to the federal government in connection with its operation of the Central Valley Project shall be appurtenant to lands irrigated with that water and would prohibit the use of that water from being interrupted if it applied to "reasonable and beneficial" use pursuant to a contract between a person or public agency and the federal government.

Assembly Bill 57

Introduced by Assembly Levine, AB 57 amends the public works prevailing wage law. Existing law governing the obligations of contractors and subcontractors involved in public works projects requires that employees be paid the general prevailing rate of per diem wages. Existing law also provides that per diem wages include employer payments for health and welfare, pension, vacation, travel, and subsistence pay, apprenticeship and other

training programs, and similar purposes, and specifies the employer contribution, costs and payments that employer contributions may include. The existing law prohibits credit from being granted for benefits required to be provided by other state or federal laws, and provides that credits for employer payments may not reduce the obligation to pay the hourly straight time or overtime wages found to be prevailing. Assembly Bill 57 would provide that an employer may take a credit for employer payments, even if contributions are not made or costs are not paid, as specified, if payments are made on no less than a quarterly basis.

New Senate Local Government Committee Chair Announced

Senate President Perata has selected Senator Christine Kehoe (D-San Diego) to chair the Senate Local Government Committee, replacing Senator Tom Toriakson, who will chair the new Senate Housing and Transportation Committee. In making the announcement, Perata stated: "The dysfunctional relationship between state and local government is one of the most complicated problems facing California. As a former county supervisor, I am committed to improving that relationship and giving Californians the partnership they deserve from state and local government. Before coming to the Legislature, Christine Kehoe served with distinction on the San Diego City Council and she has been a tremendous consensus builder in the Assembly. She's the right person to tackle this job." In accepting the chair, Kehoe stated: "One of the many challenges facing California is how to improve communications and coordination between local and state governments. As chair of the Senate Local Government Committee I will address this issue. I am grateful to Senator Perata for this important appointment and I am eager to work with him in the coming session." Senator-elect Kehoe will represent the 39th Senate District, which includes the communities of La Jolla, Pacific Beach, Mission Beach, Ocean Beach, Point Loma, Mira Mesa, Tierrasanta, Clairemont, Linda Vista, North Park, Old Town, and downtown San Diego.

Perata later named newly elected Senator Dave Cox as Vice Chair of the Senate Local Government Committee. Cox served in the Assembly since 1998 and served on the Sacramento County Board of Supervisors for 6 years prior to his election to the Assembly. Cox, a Republican, represents the 1st Senate District.

Legislative Updates available by email for all member agencies' officials and employees

If anyone else at your agency would like to receive these updates by email, or if you would like to stop receiving these updates, let us know by calling toll free 877/924-CSDA or by emailing gneill@csda.net. You can find old Legislative Updates in the 'Members Only' section of www.csda.net. If you don't know your agency's username and password for the 'Members Only' section, please contact us at our toll free number, 877/924-CSDA.

CSDA...keeping special districts informed!

1112 I Street, Suite 200 * Sacramento, CA 95814
(916) 442-7887 * (916) 442-7889 fax
(877) 924-CSDA * www.csda.net



November 8, 2004

Placentia Library District
Ms. Elizabeth Minter
411 E Chapman Avenue
Placentia, CA 92870-6198

Dear Ms. Minter:

What an unprecedented year for California's special districts! Proposition 1A, the statewide initiative which prohibits the State from ever again raiding local government revenues at every opportunity, was passed by an overwhelming 83 percent of California voters. CSDA believes this was a mandate from the people of California and many policy makers and media spokespersons are calling ***Proposition 1A a new dawn for local government.***

Just as local governments are entering a new era, so is CSDA. CSDA aggressively pursued an equal level of respect and recognition for special districts as providers of local services. Unlike previous years when the Legislature discussed the future of special districts and forced their decisions upon us, uniting with the League of California Cities and California State Association of Counties in the LOCAL Coalition allowed special districts to be at the table during negotiations with the Schwarzenegger Administration and ***successfully secure special district revenue streams in the long-term.***

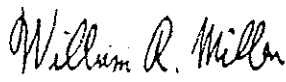
Now we are looking to the future to ensure that our newly found position in Sacramento remains strong. With another looming state deficit in 2005 and many in power continuing to struggle with the need for special districts, other battles are yet to be fought.

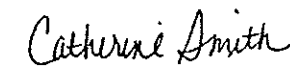
CSDA is committed to being at the table to effectively represent your district! The momentum is with us and we must continue to move the public policy agenda to recognize the essential role special districts play in the life of each Californian.

As a CSDA member, your support and participation have provided CSDA with the tools to be the spokesperson for special districts with the Administration, the Legislature, the media, and the public. The enclosed dues invoice reflects a slight adjustment necessary to provide CSDA with the resources to continue our efforts and maintain the quality and level of services that made 2004 such a successful year.

Thank you for allowing CSDA to be your voice in the Capitol. Your continued support through membership is greatly appreciated and essential to keep special districts moving forward!

Most sincerely,


William Miller
President


Catherine Smith
Executive Director



CALIFORNIA SPECIAL DISTRICTS ASSOCIATION

2004 Major Accomplishments

PROPOSITION 1A VICTORY!

CSDA heard the needs of its members and took the lead on behalf of all special districts in California to develop a bipartisan agreement that marks a historic, positive change for special districts, cities and counties. With an unbelievable level of support, Proposition 1A was passed by a margin of 83.6% to 16.4% restoring control of local revenues and allowing special districts predictability and stability in their revenue streams for the long term!

Proposition 1A:

- Restricts the State Legislature's ability to raid local government funding, including local government share of existing sales taxes, property taxes and VLF revenues.
- Protects funding for essential local services provided by special districts, cities and counties.
- Requires the State to provide funding for any program or service the State forces local governments to provide. If the State fails to provide funding, the Legislature must suspend these state mandates.
- Provides flexibility in a state budget emergency. Prop 1A allows the State to borrow local government revenues if funds are needed in a fiscal emergency to support schools or other state programs.

Proposition 1A is a tremendous victory for CSDA and all special districts in California. It is a new dawn for local government elevating our influence with the Legislature and key decision makers as well as confirming that voters do understand and care about the critical and quality-of-life services offered by special districts. Voters believe that local revenues should remain local and Proposition 1A establishes that in law.

LOCAL COALITION

CSDA continued participation and funding on behalf of special districts in the Leave Our Community Assets Local (LOCAL) Coalition with the League of California Cities and California State Association of Counties. Efforts of the Coalition included 180 events covered by press, 27 staged news conferences, media advisories, meetings or direct contacts with all editorial boards in the state, 40 interviews with various media outlets, numerous press releases and other outreach efforts aimed at increasing awareness of local government issues.

DEFEAT OF SB 1272 (ORTIZ) – SPECIAL DISTRICT REFORM LEGISLATION

CSDA was able to effectively respond to this bill introduced by Senator Debra Ortiz (D-Sacramento). Although a well-intended bill dealing with director benefits and ethics training, it would have instead created a series of "one size fits all" mandates and reforms raising the cost and difficulty of compliance, while providing no real assurances to the public. Ultimately, CSDA was able to defeat SB 1272 in 2004 and will continue to advocate in the best interest of special districts should the issue resurface in 2005.

PROPOSITIONS 68 AND 70

CSDA joined Governor Arnold Schwarzenegger in actively fighting Propositions 68 and 70. These measures were of special importance to special districts because they did not require casino operators to negotiate with local governments and contained no provisions to provide money to mitigate the impacts casinos would have on nearby local government services. Catherine Smith, executive director of CSDA, sat as co-chair of the "No on Proposition 68 and 70" committee. Both propositions were successfully defeated saving special districts millions of dollars in potential impacts.

CSDA'S SPECIAL DISTRICT GOVERNANCE ACADEMY

CSDA's Governance Academy continued to gain momentum and recognition as the core governance training in California for special district directors and trustees. Over 230 special district officials attended at least one of the four Academy courses in 2004 and 55 people graduated from the Academy.

EDUCATION & CONFERENCE

CSDA's education programs provided numerous opportunities throughout the state for special district staff and governing officials to stay current on issues and trends that affect them directly. New courses like General Manager Training, Staying in Compliance and an updated Board Secretary Training proved to be extremely well received. Additionally, CSDA's Annual Conference in Palm Springs provided hundreds of attendees with a wide variety of education and networking opportunities including expanded sessions addressing service-specific topics like water, wastewater, mosquito & vector control, CSDs and fire protection.

INFLUENCE

CSDA participated in a number of coalitions and working groups to ensure special districts have a strong voice in State and local government decision making. Some included:

- California Infrastructure Coalition
 - Leave Our Community Assets Local Coalition (LOCAL)
 - Cities, Counties and Schools Partnership
 - Community Services District enabling code update group
 - Governor's Office of Planning & Research: Local Government Group
 - Special District Leadership Foundation
-

CURRENT SPECIAL DISTRICT NEWS – EVERYDAY

CSDA enhanced the "members only" section of its website providing members with new tools, information and resources designed to assist both special district staff and governing officials in their outreach & legislative efforts. The sections are updated daily with special district news and information from across the state customized for each member depending on the service(s) provided.

CSDA ALLIANCE

CSDA, the Special District Risk Management Authority (SDRMA) and the CSDA Finance Corporation continued to work closely together to offer members seamless access to a wide variety of services, benefits and resources necessary for special districts to do their jobs efficiently and cost effectively. CSDA experienced record membership growth, bringing in over 120 new members.

SDRMA experienced significant growth in the number of special districts participating in the workers' compensation and property/liability coverage pools. In fact, in 2004 over 63 districts of all types and sizes selected SDRMA as their full service risk management agency. With a strong reputation for stable, competitive rates based on sound underwriting practices, SDRMA has now established itself as the preferred coverage provider for over 360 special districts in California.

The CSDA Finance Corporation saw a tremendous amount of financing activity in 2004 providing funding to special districts for a wide variety of special projects, purchases and capital improvement efforts. Over \$25 million was financed for special districts through the Certificates of Participation and Lease/Installment Purchase programs.

CSDA is looked to by the Governor, Legislature and other key decision makers as the voice for special districts. The association takes this responsibility very seriously and will continue to work hard to effectively represent and advocate on behalf of all special districts.

Thank you for your continued support!



California Special Districts Association

1112 I Street, Suite 200 | Sacramento, CA 95814 | toll-free: 877.924.CSDA (2732)
telephone: 916.442.7887 | fax: 916.442.7889 | email: info@cdda.net | www.cdda.net

CSDA ALLIANCE
Serving Special Districts

California Special Districts Association | CSDA Finance Corporation | Special District Risk Management Authority

TO: Elizabeth Minter, Library Director

FROM: Jim Roberts, Public Services Manager/Literacy Coordinator *JR*

DATE: December 20, 2004

SUBJECT: Status of Placentia Library Literacy Services (PLLS) Partnerships with the Community.

Provided below is a list of active PLLS partnerships/coalitions in the community. Those with an asterisk (*) are pending and have not yet begun.

- ♦ Placentia Rotary Reading Enrichment Program (PRREP) is a coalition of the Placentia/Yorba Linda Unified School District, Placentia Rotary and the PLLS. Last school year, we had over 100 high school tutors participating in PRREP.
- ♦ Spanish Literacy is a coalition with Placentia Human Services, Placentia Head Start, and the Library and offers Spanish literacy classes at Ruby Drive.
- ♦ Federal Work Study (FWS) is a partnership between Western State University College of Law, Cal State Fullerton and the Library where qualified FWS students work part-time at the Library, primarily tutoring children. PLLS presently has more than 30 FWS staff. Cal State Fullerton and PLLS have two partnerships: 1. the Department of Human Services Intern Program, and 2. Service Learning.
- ♦ Fullerton College has a Service Learning partnership where several instructors require 10-20 hours of community service. PLLS is a participating agency.
- ♦ *EVEN START* collaboration with Ruby Drive Elementary School began in FY 2003-04 and will continue this FY.
- ♦ Last year, PLLS had its first two interns from Troy Tech. We hope this is the beginning of many interns coming to the Library from Troy High School.
- ♦ *PLLS is also listed as a participating agency for interns with Valencia High School's Val Tech and International Baccalaureate (IB) programs, and we are eligible this school year, 2004-05. Our first IB intern started in November.
- ♦ *The Women's Transitional Learning Center (WTLC) in Fullerton has asked PLLS to start an ESL class at their center. We did testing there on November 10 and we plan to start two classes there in December.
- ♦ *We tested 15 employees at Vita-Herb Nutraceuticals, Inc., a company in Placentia, on November 10. We are now assessing class levels.

TO: Elizabeth D. Minter, Library Director

FROM: Jim Roberts, Public Services Manager *JR*

DATE: December 20, 2004

SUBJECT: Grant Status

Source	Submitted	Date	Submitted	By	ELLI	FFL	Adult Literacy	Spanish Literacy	Children's	History Room	Other
Mervyn's	05/06/04		PLLS			5,000					
Target	05/06/04		PLLS			5,000					
VERIZON	05/13/04		PLLS		25,000						
Mighty Ducks Care	05/13/04		PLLS		25,000						
Wells Fargo	05/04/04		PLLS					1,000			
CLLS *	06/08/04		PLLS				21,000				
Barbara Bush Foundation	09/01/04		M & A**				\$60,000				
George Hoag Family Foundation	09/27/04		M & A**		10,000						

Estimated*

Machoskie & Ass.**

TOTAL PENDING

	\$60,000	\$10,000	\$81,000	1,000	-	-
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Source	Amount	Date	Submitted	By	ELLI	FFL	Adult Literacy	Spanish Literacy	Children's	History Room
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Grants Received

CLLS

CLLS

\$30,000	06/08/04	PLLS		X			X			
\$29,191	06/08/04	PLLS					X			

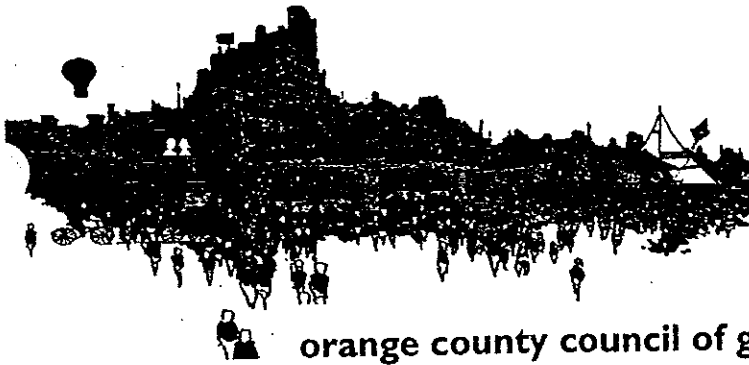
TO: Elizabeth Minter, Library Director
FROM: Jim Roberts, Public Services Manager/Literacy Coordinator 
DATE: December 20, 2004
SUBJECT: Poet Laureate.

The Program Committee met briefly with Meredith Laskow, Poet Laureate of the Placentia Library District, in November.

Ms. Laskow provided us information on how to apply for mini grants from Poets and Writers Magazine. We are in the process of applying. Any grants received would be used to pay for performers and poetry programming for the remainder of FY 2004-05.

We plan to continue to outreach at local senior centers next calendar year and plan a possible poetry event during National Poetry Month in April 2005.





orange county council of governments
Regular Meeting of the
BOARD OF DIRECTORS

*** PLEASE NOTE CHANGE IN MEETING DATE AND LOCATION ***

Meeting Date / Location

Tuesday, December 7, 2004
9:00 a.m. – 11:00 a.m.
Tustin Community Center
300 Centennial Way
Tustin, California

- cities
- Alliso Viejo
- Anaheim
- Brea
- Buena Park
- Costa Mesa
- Cypress
- Dana Point
- Fountain Valley
- Fullerton
- Garden Grove
- Huntington Beach
- Irvine
- La Habra
- La Palma
- Laguna Beach
- Laguna Hills
- Laguna Niguel
- Laguna Woods
- Lake Forest
- Los Alamitos
- Mission Viejo
- Newport Beach
- Orange
- Placentia
- Rancho Santa Margarita
- San Clemente
- San Juan Capistrano
- Santa Ana
- Seal Beach
- Stanton
- Tustin
- Villa Park
- Westminster
- Yorba Linda

AGENDA ITEM

STAFF

PAGE

Agenda descriptions are intended to give notice to members of the public by providing a general summary of items of business to be transacted or discussed. The listed Recommended Action represents staff's recommendation. The Board of Directors may take any action which it deems appropriate on the agenda item and is not limited in any way by the recommended action.

PLEDGE OF ALLEGIANCE

I. CALL TO ORDER / ROLL CALL

(Chair Lou Bone)

- Lou Bone, Chair, District 17
- Richard Dixon, Vice-Chair, District 13
- Cathryn DeYoung, District 12
- Tod Ridgeway, District 14
- Gus Ayers, District 15
- Vacant, District 16
- Alta Duke, District 18
- Richard Chavez, District 19
- Marilyn Poe, District 20
- Art Brown, District 21
- Bev Perry, District 22
- Debbie Cook, District 24

- Tim Keenan, Cities At-Large
- Bill Campbell, County At-Large
- Phil Anthony, ISDOC
- Peter Herzog, OCD, LOCC
- Shirley McCracken, OCSD
- Denis Bilodeau, OCTA
- Chris Norby, SCAG-County Rep. (*not activated*)
- Bill Craycraft, SCAQMD – Cities Representative
- Jim Silva, SCAQMD–County Representative
- Dave Swerdlin, TCAs
- Owen Holmes, University Representative
- Al Hollinden, Private Sector

- agencies
- Costa Mesa Sanitary District
- East Orange Water District
- El Toro Water District
- Emerald Bay Service District
- Irvine Ranch Water District
- Los Aliso Water District
- Costa Mesa Consolidated Water District
- Moulton Niguel Water District
- OC Fire Authority
- OC Sanitation District
- OC Transportation Authority
- OC Water District
- Placentia Library District
- Rossmoor/Los Alamitos Area Sewer District
- Serrano Water District
- Silverado-Modjeska Parks & Recreation District
- South Coast Water District
- Trabuco Canyon Water District
- Transportation Corridor Agencies

II. PUBLIC COMMENTS

At this time members of the public may address the Board of Directors regarding any items within the subject matter jurisdiction of the Board of Directors which are not separately listed on this agenda. Members of the public will have an opportunity to speak on agenda items at the time the item is called for discussion. NO action may be taken on items not listed on the agenda unless authorized by law. Comments shall be limited to three minutes per person and an overall time limit of twenty minutes for the Public Comments portion of the agenda.

Any person wishing to address the Board on any matter, whether or not it appears on this agenda, is requested to complete a "Request to Speak" form available at the door. The completed form is to be submitted to the Clerk of the Board prior to an individual being heard. Whenever possible, lengthy testimony should be presented to the Board of Directors in writing and only pertinent points presented orally.

III. CONSENT CALENDAR

All matters listed under the Consent Calendar are routine and will be enacted by one vote without separate discussion unless Members of the Board, the public, or staff request specific items be removed from the Consent Calendar for separate action or discussion.

- | | | | |
|----|---|----------------------------------|----|
| A. | Minutes from October 28, 2004 | (Clerk of the Board) | 05 |
| | <i>Recommended Action:</i> Approve minutes. | | |
| B. | Report on the OCCOG TAC | (Tracy Sato,
OCCOG TAC Chair) | 11 |
| | <i>Recommended Action:</i> Receive report. | | |
| C. | Air Quality Report | (Annabel Cook) | 17 |
| | <i>Recommended Action:</i> Receive report. | | |

IV. PRESENTATION

- | | | | |
|----|---|---|----|
| A. | "Logistics & Distribution" – A Presentation on Transportation and Goods Movement | (Dr. John Husing
Economics & Politics, Inc.) | 21 |
| | <i>Recommended Action:</i> Receive presentation. | | |

V. ACTION ITEMS

- | | | | |
|----|---|-------------------------------|----|
| A. | Appoint Private Sector Representative | (Vice-Chair
Richard Dixon) | 61 |
| | <i>Recommended Action:</i> Appoint a Private Sector Representative to the OCCOG Board pursuant to the recommendations of the OCCOG Private Sector Representative Recommendation Subcommittee. | | |
| B. | Approve the Reallocation of Reduce Orange County Congestion Program Funding | (Janet Huston) | 69 |
| | <i>Recommended Action:</i> Approve the reallocation of ROCC funding. | | |

VI. REPORTS

- A. Report on Federal Advocacy (Vice-Chair Dixon) 73
Recommended Action: Receive and file.
- B. Rivers and Mountain Conservancy Outreach (Matt Henkes) 79
Recommended Action: Receive and file.
- C. Report from OCCOG Chair (Chair Bone) 81
Recommended Action: Receive and file.

VII. MATTERS FROM BOARD MEMBERS (Chair Bone)

VIII. MATTERS FROM MEMBER AGENCIES (Chair Bone)

IX. MATTERS FROM STAFF (Chair Bone)

X. ADJOURNMENT

Next Meeting: Thursday, January 27, 2005



ORANGE COUNTY
COUNCIL OF GOVERNMENTS

ITEM III. A.

STAFF REPORT

Subject: Minutes from the October 28, 2004, OCCOG Board of Directors Meeting.

Summary: Attached are the minutes from the October 28, 2004, OCCOG Board of Directors meeting.

Recommendation: Approve minutes.

Attachment: Minutes from the October 28, 2004, OCCOG Board of Directors Meeting.

Staff Contact: Annabel Cook, Regional Issues Consultant - (714) 571-5844

000005

MINUTES OF A REGULAR MEETING OF THE
ORANGE COUNTY
COUNCIL OF GOVERNMENTS

BOARD OF DIRECTORS

HELD

October 28, 2004

A regular meeting of the Orange County Council of Governments was called to order at 9:07 a.m. by Chair Lou Bone at the Orange County Sanitation District, 10844 Ellis Avenue, Fountain Valley, California.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Board Member Poe.

I. CALL TO ORDER / ROLL CALL

Roll was taken by the Clerk of the Board.

PRESENT:

Lou Bone, Chair, District 17
Richard Dixon, Vice-Chair, District 13
Cathryn DeYoung, District 12
Tod Ridgeway, District 14
Gus Ayer, District 15
Alta Duke, District 18
Marilynn Poe, District 20
Art Brown, District 21
Bev Perry, District 22
Bill Campbell, County At-Large
(Arrived at 9:10 a.m.)
Phil Anthony, ISDOC
Peter Herzog, OCD, LOCC
Shirley McCracken, OCSD
Dave Swerdlin, TCAs

ABSENT:

Richard Chavez, District 19
Debbie Cook, District 64
Tim Keenan, Cities At-Large
Denis Bilodeau, OCTA
Chris Norby, SCAG-County Rep.
Bill Craycraft, SCAQMD – Cities Rep.
Jim Silva, SCAQMD – County Rep.
Owen Holmes, University Representative
Al Hollinden, Private Sector

VACANT:

District 16

II. PUBLIC COMMENTS

There were no public comments.

III. CONSENT CALENDAR

It was moved by Board Member Perry and seconded by Board Member Herzog; to approve Consent Calendar Items A-C. The motion carried unanimously, with Board Members Chavez, Cook, Keenan, Bilodeau, Norby, Craycraft, Silva, Holmes, and Hollinden absent from the meeting.

A. Minutes from June 24, 2004, and August 26, 2004; Board Meetings

Action: Approved minutes, with Board Member Campbell abstaining on the minutes of June 24, 2004, and August 26, 2004, due to his absence from the meetings, and Board Members Ridgeway and Swerdlin abstaining on the minutes of August 26, 2004, due to their absence from the meeting.

B. Report on the OCCOG TAC

Action: Received report.

C. Air Quality Report

Action: Received report.

IV. ACTION ITEMS

A. Approve OCCOG Bylaws Amendment.

Annabel Cook provided background information on this item.

Action: Board Member Brown moved, Board Member Perry seconded, and the motion carried unanimously, that the Board approve OCCOG Bylaws Amendment as recommended by the OCCOG General Assembly.

V. REPORTS

A. California Air Resources Board's Draft Air Quality Handbook on Land Use

Annabel Cook provided background information on this item. Chair Bone suggested that Board Members bring issues to their respective SCAG committees to ask SCAG staff to review.

Action: Board Member Perry moved, Board Member Anthony seconded, and the motion carried unanimously, that the Board receive and file the report.

B. Report on Federal Advocacy

Vice-Chair Dixon provided background information on this item, and reported that he and several OCCOG representatives traveled to Washington D.C. to continue OCCOG's advocacy for federal funding, specifically for water quality education programs and for a continuation of the Reduce Orange County Congestion Program. Vice-Chair Dixon asked if there was OCCOG representation on the County NPDES Steering Committee.

Annabel Cook responded that at this time the OCCOG Board has not been invited to participate, however she will research to see what needs to be done in order for OCCOG to be involved in that particular Steering Committee.

000007

Action: Board Member Anthony moved, Board Member Brown seconded, and the motion carried unanimously, that the Board receive and file the report.

C. Rivers and Mountain Conservancy Outreach

Matt Henkes provided background information on this item. Chair Bone suggested agendaizing this issue at the next General Assembly to discuss a Work Plan for RMC and OCCOG.

Action: Board Member Brown moved, Board Member Perry seconded, and the motion carried unanimously, that the Board receive and file the report.

D. Reduce Orange County Congestion Program

Matt Henkes provided background information on this item.

Action: Board Member Perry moved, Board Member Duke seconded, and the motion carried unanimously, that the Board receive and file the report.

E. Report from OCCOG Chair

1. Chair Bone reported that he was appointing Vice-Chair Dixon as Chair and asked for two (2) other Board Members to volunteer to serve as members on the Private Sector Committee. Board Members Perry and Poe volunteered to serve as members on the Private Sector Committee.

2. Chair Bone reported that the next regularly scheduled OCCOG Board meeting is Thursday, November 18, 2004, due to the Thanksgiving holiday, however, the SCAG Economic Forecast meeting is scheduled for November 18, 2004, as well.

Action: Board Member Herzog moved, Board Member Perry seconded, and the motion carried unanimously, that the next regularly scheduled OCCOG Board meeting for November be held on Tuesday, December 7, 2004, at one of the following alternate locations: Tustin Community Center, OCTA, or the City of Newport Beach Library.

3. Chair Bone reported that several OCCOG Board members will be leaving in January due to recent elections. He indicated that there is no interest in the Vice-Chair position at this point.

4. Chair Bone presented a gift to Fred Galante, Legal Counsel, from the League for his efforts on OCCOG.

VI. MATTERS FROM BOARD MEMBERS

1. Board Member Poe discussed and shared information she received from the "Healthy Watershed" Seminar she attended on March 16, 2000. Board Member DeYoung requested that a copy of the information be placed in the OCCOG Publication Library.

2. Board Member Perry reported that the 4th Annual Smart Growth Conference will be held on January 28-30, 2004, in Miami. She indicated that key topics to be addressed will be: growth issues, housing, and how it fits in with healthy communities and public safety.
3. Board Member Perry reported that she would like to invite an economist from the inland empire to make a presentation at the next OCCOG Board Meeting. She requested that invitations be sent to OCTA Board Members who do not sit on the OCCOG Board, and to Council Members as well.
4. Board Member Herzog asked when the most recent OCCOG TAC minutes would be agendized. Annabel Cook responded that this past month the minutes had not yet been approved. She indicated that the next OCCOG TAC minutes will be agendized for review at the next OCCOG Board meeting.
5. Board Member Herzog discussed Proposition 1A polling.
6. Chair Bone reported that the 1A Committee at the League office has flyers to pass out for those who are walking precincts.
7. Board Member McCarthy reported that OCSD will be launching its new 58 foot laboratory reservoir for ocean testing on Saturday, November 6, 2004, at the Newport Nautical Museum.

VII. MATTERS FROM MEMBER AGENCIES

No matters were discussed.

VIII. MATTERS FROM STAFF

1. Annabel Cook discussed the SCAQMD public sector diesel truck fleet rules.
2. Annabel Cook introduced Debra Reed, Senior Public Information Specialist, SCAQMD, who indicated that the public comment period is open through November 15, 2004, for air quality regulations.

IX. ADJOURNMENT

Chair Bone adjourned the meeting at 10:25 a.m. to the next regular meeting, to be held on Tuesday, December 7, 2004, beginning at 9:00 a.m., with the location to be determined.

CHAIR OF THE ORANGE COUNTY COUNCIL OF
GOVERNMENTS BOARD OF DIRECTORS

ATTEST:

CLERK OF THE BOARD

000009



ORANGE COUNTY
COUNCIL OF GOVERNMENTS

ITEM III. B.

STAFF REPORT

Subject: Report on the October 5, 2004, OCCOG TAC Meeting

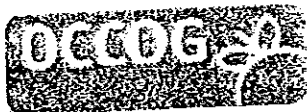
Summary: The OCCOG Technical Advisory Committee (TAC) Chair Tracy Sato and OCCOG staff has provided the OCCOG Board with the most recent OCCOG TAC minutes for review.

Recommendation: Receive report.

Attachment: Minutes from the October 5, 2004, OCCOG TAC meeting.

Staff Contact: Annabel Cook, Regional Issues Consultant - (714) 571-5844

000011



ORANGE COUNTY
COUNCIL OF GOVERNMENTS

MINUTES OF A REGULAR MEETING OF THE ORANGE COUNTY COUNCIL OF
GOVERNMENTS

TECHNICAL ADVISORY COMMITTEE

HELD

October 5, 2004

A regular meeting of the Orange County Council of Governments Technical Advisory Committee was called to order at 10:00 a.m. by Pat Dapkus, TAC Vice Chair at the City of Orange, City Hall, Conference Room C; 300 East Chapman, Orange, CA 92866

I. CALL TO ORDER/INTRODUCTIONS

Chair Tracy Sato

Roll was taken by sign-in sheet.

II. PUBLIC COMMENTS

There were no public comments

III. CENSUS UPDATE

Jerry Wong and
Linda Smith

Action: Receive report

Jerry Wong, Information Service Specialist for the Los Angeles Regional Office of United States Census Bureau, presented information about the "2004 American Community Survey" (ACS). The 2004 ACS provides demographic, housing and economic data for communities on an annual basis. The complete survey is available online at: www.census.gov under "American Community Survey." For more information, contact Mr. Wong by email Jerry.B.Wong@census.gov or by phone (818) 904-6339.

IV. REDUCE ORANGE COUNTY CONGESTION
PROGRAM (ROCC)

Matthew Henkes

Action: Receive report

The final application for the ROCC Program has been submitted to the Federal Highway Administration (FHWA) for approval. The deadline for approval from FHWA is September 30, 2005.

000013

Additionally, a second call for projects is anticipated in summer 2005. Feedback on the first round of the ROCC program is welcome. You may provide your thoughts about the ROCC program to date by contacting Matt Henkes, (mhenkes@occities.org).

V. ORANGE COUNTY PROJECTIONS UPDATE

Dr. Bill Gayk

Action: Receive report

The Center for Demographic Research (CDR) will soon begin the pre-report for the mid-decade estimates of employment in Orange County. CDR will call on members of the OCCOG TAC to help gather and verify employment information regarding government, schools, special districts and private companies of over 100 employees. A request for assistance will be sent out by the end of the year.

Please contact Annabel Cook with any questions, (acook@occities.org).

VI. INTER-REGIONAL PARTNERSHIP (IRP) REPORT

John Keisler

Action: Receive report

All final documents from the IRP are now available on the OCCOG Website for free download. Members may also order a CD with copies of the IRP reports by contacting OCCOG staff. Final reports available include:

- i. IRP Executive Summary
- ii. A Tool Kit for Mixed-use and In-fill Development
- iii. Video: "Inter-Regional Strategies for Mixed-use and In-fill Development"
- iv. Growth Visioning Workshop Final Report (Solimar Research Group)

For additional information or copies of the CD, please contact John Keisler, (jkeisler@occities.org).

VII. RIVERS AND MOUNTAINS CONSERVANCY (RMC)

Matt Henkes

Action: Receive report

Informational materials for the introductory RMC workshop have been distributed to OCCOG members. The purpose of this workshop is to answer questions about the RMC and define eligibility requirements for projects. The program will include a presentation about Orange County watersheds and present examples of projects that have been completed in the area. Participants will have the opportunity to interact with each other and present ideas about potential projects.

The workshop will take place on October 13, 2004 in the City of Buena Park. To RSVP, please contact OCCOG staff member Matt Henkes, (mhenkes@occities.org).

Annabel Cook

VIII. AIR QUALITY

Action: Receive report

Two important issues regarding air quality were covered in the meeting.

First, Carl Moyer funds are now available and RFPs will be accepted until October 28, 2004. Applications are available for download on the Web. Please contact Connie Day at the Air District for more information.

Second, the California Air Resources Board (CARB) presented their new land use handbook at a workshop at USC. A number of OCCOG TAC members attended the workshop and the following questions were raised about the handbook:

- a. Were local governments involved in the process?
- b. Are the recommendations compatible with mixed-use development?
- c. Was HCD involved with the writing of the report?
- d. Did planners have the opportunity to comment on the report?
- e. Is the handbook inconsistent with Transit Oriented Development (TOD)?

It was decided that the OCCOG air quality working group would meet regularly to discuss the land-use handbook and make recommendations to the OCCOG Board.

Please contact Annabel Cook for more information (acook@occities.org).

IX. OTHER BUSINESS/ITEMS FOR NEXT MEETING

Action: discussion

The Housing Element was proposed as an item for next meeting's agenda.

X. MATTERS FROM COMMITTEE MEMBERS

None.

XI. MATTERS FROM STAFF

There were no additional matters from staff.

XII. ADJOURNMENT

Tracy Sato

Next Meeting: Tuesday, November 1, 2004
City of Orange City Hall, Conference Room C
300 East Chapman
Orange, CA 92866

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ORANGE COUNTY
COUNCIL OF GOVERNMENTS

ITEM III. C.

STAFF REPORT

Subject: Air Quality Report

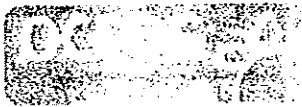
Summary: An update on air quality issues of importance to OCCOG and the region is provided.

Recommendation: Receive report.

Attachment: December 2004 Report

Staff Contact: Annabel Cook, Regional Issues Consultant - (714) 571-5844

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ORANGE COUNTY COUNCIL OF GOVERNMENTS

AIR QUALITY UPDATE December 2004

SCAQMD Announced Project to Reduce Truck Idling

The SCAQMD, along with federal air quality officials, has announced the region's first project to reduce toxic diesel emissions from idling big-rig trucks by providing "plug-in" power at a truck stop along Interstate 5. The United States EPA is supporting the project by providing \$100,000 to the SCAQMD, which is requesting Board provide \$100,000 in matching funds. The combined funding will be used to install plug-in power devices in 20 spaces at a truck stop on I-5 in Los Angeles County.

The initiative is part of the U.S. EPA's I-5 Truck Idle Reduction Project, a voluntary, cooperative effort between government agencies to create an idle-free corridor along the west coast. The truck project is part of the umbrella West Coast Diesel Emissions Reductions Collaborative, a voluntary effort led by EPA to reduce diesel pollution from ports, railroads, trucks and agricultural sources. In the SCAQMD region, truck stops generate approximately 750 tons of NOx and 11 tons of PM emissions annually. By providing plug-in power, this project is expected to reduce a total of 105 tons of NOx emissions and 2.7 tons of PM over a 10-year period.

CARB Draft Air Quality Handbook on Land Use

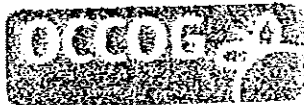
OCCOG staff is continuing to track the development of the California Air Resources Board's (CARB) Draft Air Quality Handbook on Land Use, which will offer local governments guidance on evaluating and reducing air pollution impacts associated with new projects. CARB's concern is focused on the siting of projects that have incompatible land uses and, therefore, may expose people to high levels of air pollution, including toxic and cancer-causing contaminants. However, many local governments are concerned that the draft Handbook, although only guidance, may impact mixed-use programs or housing development efforts.

OCCOG's Subregional Work Program Sponsored by the SCAQMD

OCCOG continues its work with the SCAQMD, a partnership started in 2002 that provides OCCOG with funding to develop a model air quality element and to provide outreach assistance to local governments in the subregion. Through this funding the following has occurred:

- A draft model air quality element (MAQE) was developed by OCCOG and Western Riverside COG. The MAQE has been distributed to cities and other interested parties for review and comment, and a final MAQE will be distributed to local governments. The MAQE can be considered by cities and counties as a tool to assist local communities address air quality issues. Adoption of MAQEs by local governments is **entirely voluntary**. The draft MAQE is currently being presented in a series of workshops conducted by SCAQMD staff and OCCOG will host a workshop to present the MAQE when a final model is adopted by the SCSAQMD Board in Spring 2005.
- The OCCOG Alternative Fuel Vehicle and Infrastructure Program is continuing, with a recent workshop being provided on Moyer Funding. Any OCCOG member agency may request support and assistance under this program

For additional information on air quality issues, please contact Annabel Cook at (714) 571-5844.



ORANGE COUNTY
COUNCIL OF GOVERNMENTS

ITEM IV. A.

STAFF REPORT

Subject: "Logistics & Distribution" – A Presentation on Transportation and Goods Movement

Summary: Dr. John Husing, a renowned regional economist and the primary analyst for Economics & Politics, Inc, will present on his recent work, "Logistics & Distribution: An Answer to Regional Upward Social Mobility." Please note that, due to the subject matter of the presentation, OCCOG has extended an invitation to members of the OCTA Board of Directors

Recommendation: Receive presentation.

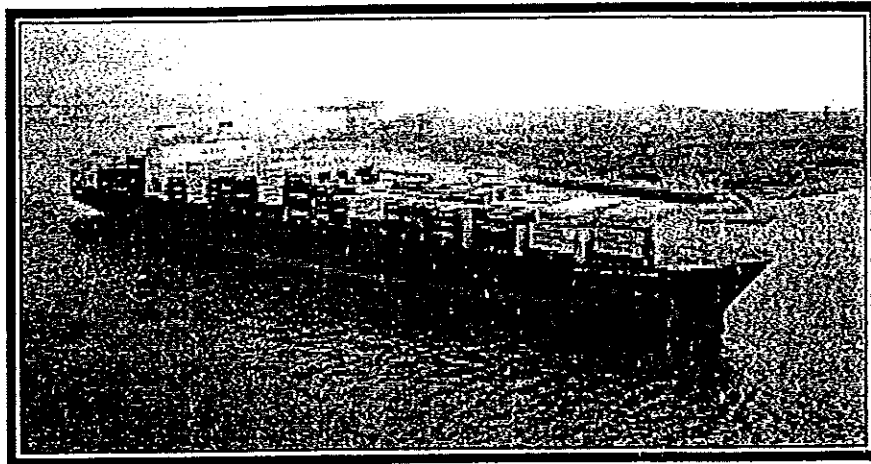
Attachment: A Copy of "Logistics & Distribution: An Answer to Regional Upward Social Mobility"

Staff Contact: Annabel Cook, Regional Issues Consultant - (714) 571-5844

2000

Southern California Association of Governments

Logistics & Distribution: An Answer to Regional Upward Social Mobility



Post-Panamax Super-Cargo Ships: The Future of Ocean Trade

By

John E. Husing, Ph.D.

June 9, 2004

Economics & Politics, Inc.

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Logistics & Distribution: An Answer to Regional Upward Social Mobility

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Logistics & Distribution: An Answer to Regional Upward Social Mobility

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Logistics & Distribution: An Answer to Regional Upward Social Mobility

EXHIBIT LIST

No.	Description	Detail
1	Per Capita Income & Average Pay Per Job	SCAG Rank of 17 Consolidated Metropolitan Areas, 1969-2001
2	Top 12 Sectors Losing Jobs	SCAG Area, 1990-2003
3	Top 12 Sectors Adding Jobs	SCAG Area, 1990-2003
4	Average Weekly Pay Level	Top 12 Losing Sectors, SCAG Region, 2003
5	Average Weekly Pay Level	Top 12 Gaining Sectors, SCAG Region, 2003
6	Workers Compensation Costs By State	Per \$100 of Manufacturing Payroll, 2003
7	Electric Cost per Kilowatt/Hour	Top 15 States & All Western States, 2003
8	Median Home Price	Top 20 of 138 Metropolitan Areas, 1 st Quarter 2004
9	Educational Attainment	SCAG Area & Inland Empire, 1990-2000
10	Educational Attainment	SCAG Area & Inland Empire, 2000
11	Wage & Salary Employment, Logistics Group	By Sector, SCAG Region, 2003
12	Avg. Annual Wages & Salaries, Logistics Group	By Sector, SCAG Region, 2003
13	Average Annual Wages & Salaries	Blue Collar Sectors, SCAG Region, 2003
14	Skill & Pay Ranges	Four Sample Logistics Sectors, 2003
15	U.S. Inventory to Sales Ratio	Ratio Levels, 1985-2003
16	Ports of Los Angeles & Long Beach	Containerized Cargo, 2000-2025 (<i>millions of TEUs</i>)
17	Air Cargo Tonnage By SCAG Area Airports	2030 Constrained Demand
18	LA-Inland Empire Railroad Forecast	Average Daily Freight Trains, 2000-2025
19	BNSF Railway Container Lifts	San Bernardino, California, 1986-2003
20	Jobs Housing Balance, So. California Counties	Wage & Salary Jobs vs. Occupied Dwelling Units, 2002
21	Southern California Air Quality	Days Exceeding Federal Standard, 1976-2003 (<i>.12 ppm ozone</i>)

Logistics & Distribution: An Answer to Regional Upward Social Mobility

By John E. Husing, Ph.D.

EXECUTIVE SUMMARY

In the late 1950's, President Dwight Eisenhower recognized the close connection between transportation infrastructure, economic efficiency and the standard of living. He therefore launched the building of the Interstate Freeway. It is hard to imagine the performance of today's U.S. economy had that conservative President not convinced the Congress to move forward with the investment in this extraordinary system. In the 1960's, Governor Pat Brown saw the connection between infrastructure and economic growth and undertook the building of the California State Water Project. Again, it is hard to imagine the performance of California's economy had that moderate Governor not made the investment in this mammoth project.

In the 2000's, Southern California faces infrastructure challenges that rival those efforts. If the area's economic power is to be unleashed, its economy must be freed of the constraints imposed by lack of truck, rail and airport infrastructure. Investment in these projects would have the beneficial effect of allowing the region's logistics sector to accelerate by providing a growing base of good paying jobs which its marginally educated workers can learn via on-the-job experience and learning. This would appear to be the only route the region has available to helping those workers achieve growing standards of living while simultaneously correcting the recent deep slide in Southern California's relative prosperity vis-à-vis other major parts of the country. Importantly, this investment would do so while helping to mitigate the environmental difficulties caused by the inevitable increase in truck and rail traffic congestion and idling diesel engines.

Falling Job Quality & Per Capita Rankings. For Southern California, the importance of dealing with these issues begins with understanding that from 1987-2001 the SCAG region slipped from 4th to 16th in per capita income among the 17 consolidated metropolitan areas in the United States. Worse, despite tremendous job growth in the post-Cold War recession period, the region slipped from 4th to 11th in average payroll per job. This decline in the region's relative standard of living came about as the 12 sectors that shrank from 1990-2003 were largely high paying manufacturing sectors that paid an average of \$45,165 a year. At the same time, the 12 sectors that provided the most job growth averaged only \$33,145.

Cost Competitiveness An Issue. In part, this situation came about because slippage occurred due to California's high cost environment. Recently, this has been evidenced by its very high workers compensation costs relative to other states, its high electrical rates and its extraordinarily expensive housing. As a result, companies in the sectors that have come under pressure in recent years have either avoided the state, put their growth elsewhere, or in the worst situations moved away. This has applied to aerospace/defense firms in the early 1990's, high technology companies in the late 1990's and general manufacturing in the past three years. Historically what has propelled the state's economy have been waves of innovation that have created large numbers of new jobs as California's risk taking environment and successful university systems have spawned the successful marriage of entrepreneurship, research and well educated workers.

Large Numbers of Marginally Educated Workers. Unfortunately, despite the boom of the late 1990's, Southern California's relative prosperity continued to slip appears to be the area's inability to provide a path to prosperity for its very large and growing

number of marginally educated workers. In the past, this group benefited during prosperous times because of the skill ladders inherent in the manufacturing sector. These firms provided acceptable starting wages to unskilled workers. It also provided them with a hierarchy of jobs up which they could move to higher levels of responsibility and income based upon experience and on-the-job learning. Unfortunately, international competition is eliminating manufacturing as a force in both the California and U.S. economies.

Logistics: A Good Paying Sector With Defined Skill Ladders. As a result, if Southern California is to increase the average level of prosperity for its labor force, it is imperative that a sector emerge that can replace manufacturing in providing these conditions. Fortunately, this is occurring with the logistics group that includes companies in such fields as wholesale trade; truck, rail and air transportation; general warehousing; and non-local courier services. It also includes operations ancillary to these sectors providing such goods handling services as stevedoring, container loading, vehicle towing and air traffic control.

From 1990-2003, this group was one of the few non-population related sections of Southern California's economy to provide significant job growth. In addition, the average 2003 pay level in logistics (\$45,314) exceeded that of the other two blue collar sectors: manufacturing (\$43,871) and construction (\$40,439). This was also true for two of the three largest employing sectors in this group: wholesale trade (\$46,892 for 352,373 workers) and support activities (\$49,829 for 52,662 workers). Meanwhile, the logistics group provides unskilled workers with entry level salaries well above the minimum wage at \$8.07 to \$10.45 depending on the sector. From there, workers can attain significantly better pay through experience and on-the-job learning as they move up to \$12.96 to \$14.91 an hour with minimal experience, and on to annual average incomes in the mid-\$30,000's to high \$40,000's with more experience.

Relatively strong pay scales are possible in the logistics sector because it has become one of the most capital and information intensive parts of the U.S. economy. The shift occurred because of the adoption of "just-in-time" systems by the nation's manufacturers and retailers. These systems track inventories and only order new merchandise once existing supplies start to disappear. Logistics companies thus receive orders in a computerized format and must respond rapidly. As a result, functions like transmitting orders to foremen, communicating orders to warehousemen, picking-up orders and placing them on conveyor belts, tracking orders along highways, checking that goods meet design specifications, assembling or repairing merchandise, or driving delivery routes are governed by complex information systems. Workers are paid well because of the efficiency inherent in their increasing use and understanding of technologies like bar coding-laser scanners, e-mail, word processing, personal digital assistants, global positioning systems, geographic information systems, and robotics plus various measuring and calibration devices.

Logistics: Powerful Long Term Potential In Southern California. In the long term, the growth of logistics employment in Southern California should not be a short term phenomenon. Since 1990, the group has been one of the few non-population serving portions of the economy to add a significant number of jobs. The just-in-time system has caused the distribution industry to create a series of large goods holding centers across the U.S. and Southern California is one of them. In part, this has occurred because of the fact that much of the nation's Asian trade passes

through Los Angeles and Long Beach harbors. That volume will accelerate with those economies and the advent of giant post-Panamax container ships that are very wide and deep draft and must use one of these harbors or Seattle Tacoma since they cannot go through the Panama Canal. The rapidly rising volume of e-commerce will further encourage the sector since it also requires the tightly controlled and rapid movement of goods using information technology. For this reason, the long term forecasts for international trade, air cargo tonnage, rail trips and container lifts are all extremely high for Southern California.

Logistics: Significant Issues. That said, the growth of the logistics group is not guaranteed due to the major issues it raises. Whether it is giant warehouses (*up to 60 acre sites*), large inter-modal facilities or major airports, the facilities required by logistics firms require very large tracts of vacant land. In addition, each job requires about 2,200 square feet of space versus 1,000 square feet in manufacturing and 300 square feet in office sectors. These facts often engender opposition from neighbors and elected representatives. The huge land requirements mean that much of the future growth of logistics must occur in Southern California's inland counties. This will have the advantage of putting good paying jobs with a strong job ladders in the area that needs them the most due to its large marginally educated workforce. However, it also means that the inland area will be abnormally burdened by the logistics group's intense use of land, its heavy truck traffic, the closing of arterial streets by trains, the noise of train whistles and the air quality impacts of diesel fumes. Meanwhile, the logistics group's success is endangered by the lack of transportation infrastructure that underlies many of these difficulties.

Logistics: Strategies For Success. Fortunately, a variety of strategies exist that can allow the logistics group of sectors to increase the productivity of Southern California's economy while simultaneously helping to raise the living standards of Southern California's marginally educated workers and ameliorating the worst of its side effects.

- **Operation Jump-Start.** SCAG has proposed Operation Jump-Start, a series of privately funded initiatives that would accomplish several tasks. Two dedicated truck lanes would be built along the 141.8 miles from the Victor Valley to the ports (*\$16.5 billion*). These projects would separate trucks from cars, reducing congestion, speeding the movement of goods and reducing driving dangers. The trucking industry would consider fees to pay for this infrastructure in exchange for triple trailering on the dedicated routes. Expanded rail track would be built along the UPSP and BNSF lines from Los Angeles through the San Gabriel Valley, Orange County and urbanized Inland Empire (*\$1.2 billion*). In addition, grade crossings would be built separating the major arterials streets from these tracks (*\$2.2 billion*). These projects would allow rail capacity to expand to meet the demand. Arterials would no longer be severed by passing trains. The speed of goods transit in and out of Southern California would be increased. Train whistles would no longer be used in urbanized areas. Finally, a Meglev train from LAX to ONT would be built, helping to further reduce road congestion and tying those two airports together. Together, these strategies would lead to the freer movement of trucks and trains, reducing diesel emissions from idling vehicles.

- **Shuttle Trains-Inland Port.** Currently, international cargo bound for Southern California is off-loaded near downtown Los Angeles with much of it hauled by truck to warehouses in the Inland Empire. The Alameda Corridor Transit Authority is investigating the feasibility of building an intermodal rail yard for international cargo in the inland area. Shuttle trains would speed the flow of this merchandise to the area while removing it from the congested freeways. This strategy would require the expanded rail capacity outlined above.
- **Additional Intermodal Rail Yards.** As with other aspects of Southern California's goods handling infrastructure, the region's intermodal rail yards near downtown Los Angeles and in San Bernardino are reaching their absolute capacity causing time delays in moving both domestic and international containers between trains and trucks. Both BNSF and UPSP are investigating the building of new facilities along their main lines in the Inland Empire.
- **Expanded Air Cargo Capacity.** Every air cargo forecast indicates that LAX cannot handle the long term volume anticipated for Southern California. Los Angeles World Airways has picked a developer for a new one million square foot air cargo cross-dock for ONT. Hillwood (*a Perot Company*) intends to build a 240,000 square foot air cargo facility at San Bernardino International Airport. Southern California Logistics Airport already provides two hour turnaround for dedicated air cargo carriers. March Air Reserve Base is being developed as a joint use facility to also handle dedicated air cargo carriers.

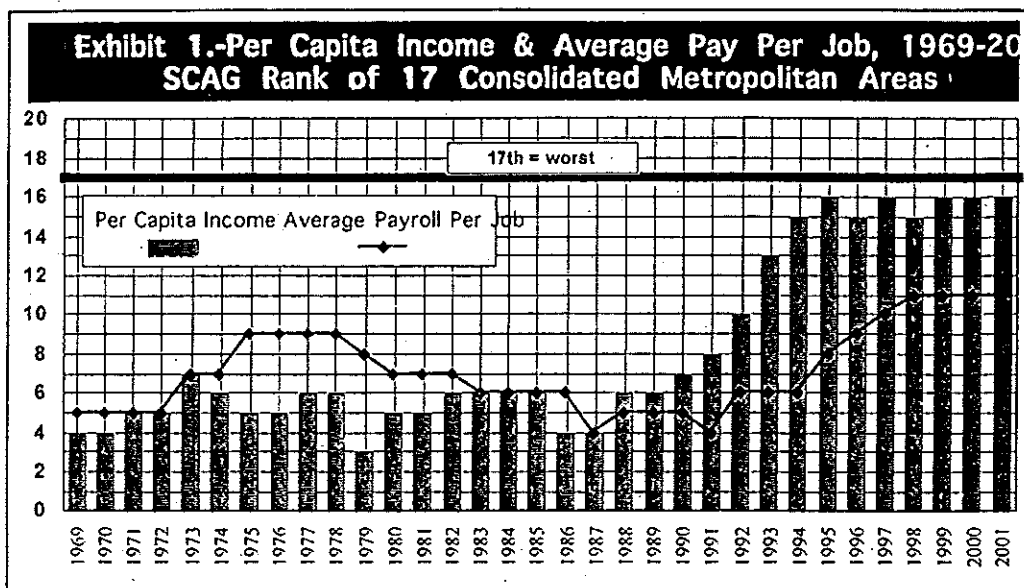
Should these strategies be brought to fruition, Southern California would benefit in several ways. During the construction phases, a very large number of blue jobs would be created. These jobs plus the strong multiplier impacts of construction spending would buoy the region's economy. Once the projects are completed, the efficiency and competitiveness of the Southland's economy would be enhanced while the most negative aspects of congestion and idling vehicles would be mitigated. Importantly, this expanded infrastructure backbone would unleash the potential strength of the logistics sectors, offering Southern California's marginally educated workers a growing path towards on-the-job learning and higher standards of living. Ultimately, these strategies thus offer the region a solution to addressing the recent declines in its relative prosperity.

Southern California Association of Governments

Logistics & Distribution: An Answer to Regional Upward Social Mobility

By John E. Husing, Ph.D.

Research conducted by the Southern California Association of Governments (SCAG) has noted a disturbing trend within the five county Los Angeles, Orange, Riverside, San Bernardino, Ventura area that makes up most of its jurisdiction. The area's per capita income ranked 4th among the 17 major U.S. consolidated metropolitan statistical areas in 1987. By 2001, it had slipped to 16th. In 1991, its average payroll per job also ranked 4th. In 2001, it ranked 11th (*Exhibit 1*).



Job Losses & Long Term Quality Deterioration. These deteriorations began during the severe economic dislocations that accompanied Southern California's post-Cold War recession from 1990-1993. From the peak month to the trough, the region lost an annual average of 479,913 jobs in this period. Unfortunately, much of this reduction occurred in its high paying aerospace/defense manufacturing base. More threatening is the fact that from the low point in 1993 until 2003, the area has added an annual average of 988,075 jobs, a gain of 16.9%. Yet, in this period, the SCAG area remained 16th of the 17 consolidated metropolitan areas in per capita income. Worse, this is the period when its average payroll per job deteriorated from 6th to 11th. Thus, while the region recovered from its job losses, the quality of the new positions created was no where near those that were lost. In fact, the new positions were not up to par with those being created in other major U.S. consolidated metropolitan areas.

How this occurred is seen in looking at the top 12 sectors that have shrunk from 1990-2003 versus the top 12 sectors that have expanded. The losers represented a net loss of 308,150 jobs (*Exhibit 2*). Of these, 231,000 or 75.0% were in nine sectors with 2003 average pay levels over \$40,000 (*striped bars*), including seven manufacturing sectors: aerospace, electronics, other dur-