

PLACENTIA LIBRARY DISTRICT



Board of Trustees

Regular Meeting

January 16, 2006

Library Meeting Room

Administration



AGENDA

**SPECIAL MEETING
PLACENTIA LIBRARY DISTRICT
BOARD OF TRUSTEES**





Saturday, February 4, 2006
9:00 A.M.

Placentia Library Meeting Room

~~Toby~~ ~~Dixie~~
~~Bob D.~~ ~~Betty~~
~~Gene~~ ~~Jim~~
~~Jean T.~~ ~~Vernon~~
~~Laranne~~ ~~Richard~~
~~Wendy~~ ~~Russ~~
~~Edna~~
~~A.S.~~ ~~Mary S.~~
~~Ellie~~ ~~Alex~~

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-  Collects, preserves and maintains a collection of published and unpublished material about the City of Placentia and contiguous communities, about current and prior residents of Placentia, and published materials by authors who reside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

1. Roll Call

Recorder

9:05 A.M.
11:00 A.M.

2. Adoption of Agenda

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

Presentation: Library Director
Recommendation: Adopt by Motion

3. 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).

4. Strategic Planning Work Session Review/Discussion & Exercises

ADJOURNMENT

5. Agenda Preparation for the February Regular Meeting, which will be held on Tuesday, February 21, 2006 at 6:30 P.M.

6. Review of Action Items.

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

7. Adjourn

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

I, Wendy Goodson, Administrative Services Manager for Placentia Library District, hereby certify that the Agenda for the February 4, 2006 Special Meeting of the Library Board of Trustees of the Placentia Library District was posted on Wednesday, February 1, 2006 @ at 10:30 A.M.

AGENDA





WORK SESSION PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

Wednesday, January 25, 2006
9:00 A.M.

Placentia Library History 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.

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1. Roll Call

Recorder



9:15 AM

2. Adoption of Agenda

6W
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. Oral Communications

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Charles Rhee will be @ Feb board mtg on Feb 21, 2006

4. Website Project Review and Discussion

5. Strategic Planning Review and Discussion

Location, J.T. Facilities
Reserved spaces issue
Statistical research - comm. opinion

10:20 AM

ADJOURNMENT

5. Agenda Preparation for the December Regular Meeting, which will be held on Monday, January 25, 2006 at 9:00 A.M.

6. Review of Action Items.

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

7. Adjourn

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

I, Wendy Goodson, Administrative Services Manager for Placentia Library District, hereby certify that the Agenda for the January 25, 2006 Work Session of the Library Board of Trustees of the Placentia Library District was posted on Thursday, January 19, 2006 @ at 1:00 P.M.

[Handwritten scribbles]

1/25/2006,9:08 AM

Feb 4, 2006 P
Feb 11, 2006 Friends 2-6-06
Feb 23, 2006

Update - BOT

1-25-06

pledge of allegiance

Agenda
Website

Board of trustees

Feb
Mar
Apr

email - library trustees / Lib

* Put consent all in one?

- 11:30
- 12:00
- 1:00
- 2:00
- 3:00
- 4:00
- 5:00
- 6:00

respond to email

claims
Financial
Consent
Staff



Board grid
Term - contact info.
Mtg / Agendas
+ Minutes

Audit

Admin Mtg
Manny
Alex
Shawn
Carynne

SP
Budget
Mtg Schedules
* Mtg subject to change
check

~~scribbled out text~~

President's Message
History of District

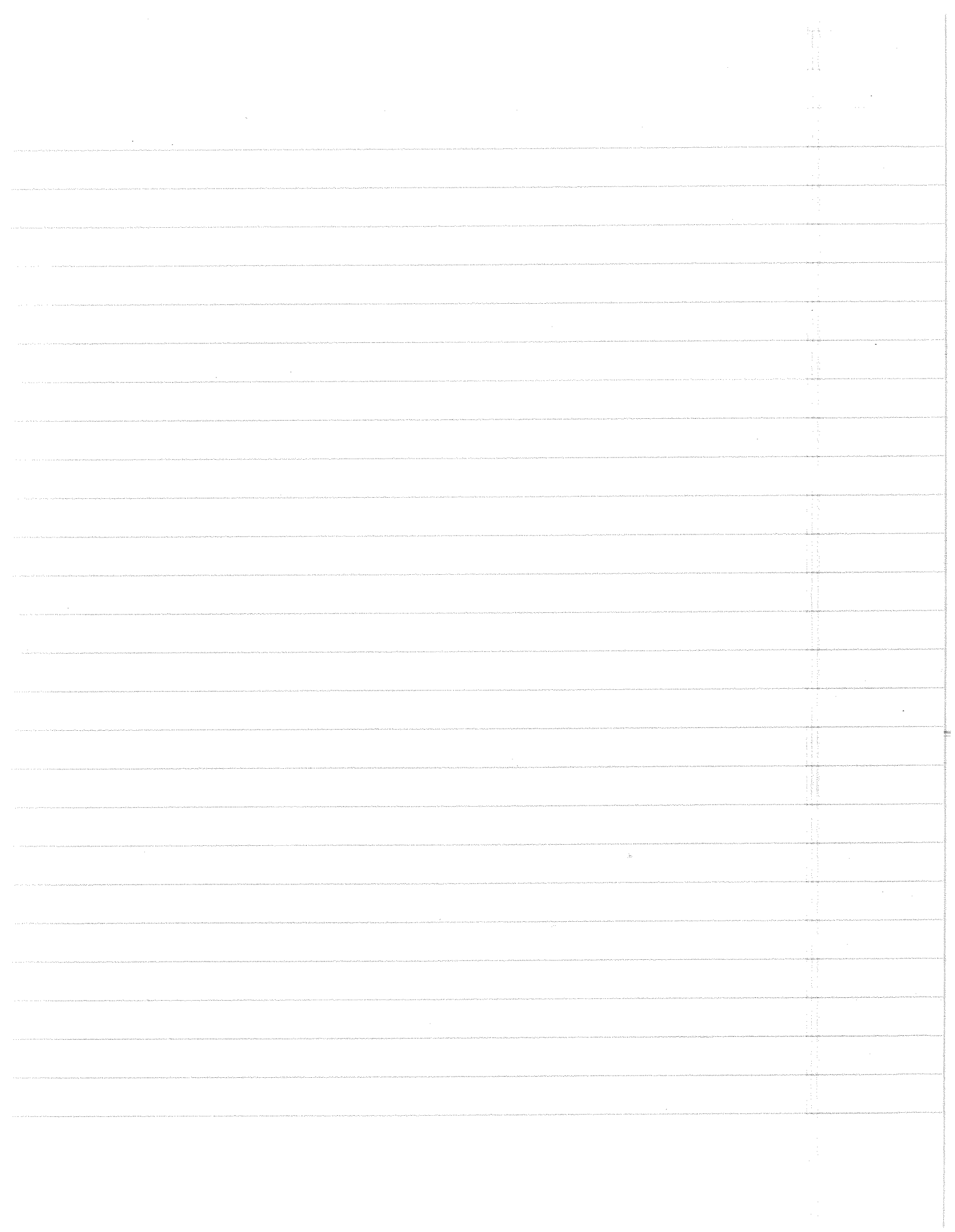
10:30
meeting notes
page 1

* Literacy office space / redesign

1/16/06
1/23/06
1/30/06
2/6/06

? ? ? P ? ?
? ? ?
online fines / fees
online

photos logo
adult ref
childrens
literacy
passport



AGENDA

REGULAR MEETING






PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

Monday, January 16, 2006
6:30 P.M.
Placentia History Room

The Vision of the Placentia Library District is to inspire exploration, open minds and bring people together.

The Purpose of the Placentia Library District is to provide services and materials to our ever changing and diverse community.

To accomplish this goal the Library will:

-  Provide a qualified staff to acquire, organize, and maintain a collection of print and non-print materials in an easily accessible facility and assist the public with its use.
-  Provide literacy outreach and services to the community.
-  Provide a special collection to document and preserve Placentia's History and Authors.
-  Present programs and provide technology access to everyone in order to promote reading and lifelong learning.
-  Promote the Library's vision through consistent messages to the public.

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1. Roll Call

Administrative Assistant

P. A.S.
S. J.T.
R.D.
B.E.
G.W.

Vernon
absent

2. Adoption of Agenda

IM1 - GW
M2 - PE

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 28, 2005 and December 19, 2005 Regular Meeting that was continued to January 4, 2006.

as amended
M1 - J.T.
M2 - GW

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.

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REPORTS

x
Mikes
- physical therapy

5. Board President Report

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

6. Trustee Reports

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

7. Friends of Placentia Library Board of Directors Report (Carol Fizzard)

Carol reported that Friends of Placentia Library had a March 4 Authors Lunch

8. Placentia Library Foundation Board of Directors Report (Trustee DeVecchio)

DeVecchio reported that James DeVecchio attended Feb meeting

Send Carol the PT information

CLAIMS (Items 9 – 12)

M1 - B.E.
M2 - G.W.

Presentation: Library Director
Recommendation: Approve by Motion

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

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

No Nonstandard Claims were processed during this report period.

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

Claims 4825 (Fund 702 for \$13,217.54) by Minter/Shkoler; 4826 by Minter/Shkoler; 4827 by Minter/Shkoler; 4828 by Minter/Wood; and 4829 by Minter/Wood for a total of \$51,954.61 (\$13,217.54 from Fund 702 and \$38,737.07 from Fund 707).

11. Current Claims and Payroll. (Approve)

Current Claims 4830, 4831, 4832, 4833, 4834 and 4835 for a total Current Claims of \$18,327.76 and Payrolls #16 (2/8/06) for \$44,146.24 and #17 (2/22/06) for \$42,749.93 for a total for Payrolls of \$86,986., for a combined total of Current Claims and Payrolls of \$149,602.25.

12. FY2005-2006 Cash Flow Analysis through January 16, 2006 and recommendation that no funds be transferred at this time. (Receive & File).

FINANCIAL REPORTS (Items 13 - 18)

M1 - G.W.
M2 - J.T.

Presentation: Library Director
Recommendation: Approve by Motion

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

13. Financial Reports for December 2005 (Receive & File)
14. Office General Ledger & Check Registers for December 2005 (Receive & File)
15. Acquisitions Report for December 2005 (Receive & File)
16. Entrepreneurial Activities Report for December 2005 (Receive & File)
17. Collection Agency Report for December 2005 (Receive & File)
18. Gifts Report for December 2005 (Receive & File)

GENERAL CONSENT CALENDAR (Items 19 – 29)

Presentation: Library Director
Recommendation: Approve by Motion

Items 19 – 29 may be considered together as one motion to approve the General Consent Calendar. Items may be removed for individual consideration before the General Consent Calendar is adopted. Items removed must then each have a separate motion.

- 19. Building Maintenance Report for December 2005. (Receive & File)
- 20. Personnel Report for December 2005. (Receive, File, and Ratify Appointments)
- 21. Volunteer Report for December 2005. (Receive & File)
- 22. Circulation Report for December 2005. (Receive & File)
- 23. Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority. (Receive & File)
- 24. Legislative Alerts from the California Special Districts Association and the California Library Association. (Receive & File)
- 25. Status Report on Partnerships with Community Organizations. (Receive & File)
- 26. Status Report on Active Grant Applications. (Receive & File)
- 27. Poet Laureate Report. (Receive & File)
- 28. Mandated Costs Claim Summary for Placentia Library District for Fiscal Year 2004-2005 in the amount of \$15,398 as submitted to the State Controller's Office by Shields Consulting Group. (Receive & File)
- 29. "Delighting the Customer: A Proposal to Develop a Kano Model for Library Services", a grant submitted to the Institute of Museum and Library Services for a National Leadership Grants for Library Program, Research and Demonstration Grant, sponsored by the Cerritos Library and facilitated by Library Consultant Joe Matthews. The additional libraries include Placentia, Carlsbad, Torrance and Beverly Hills. (Receive & File and Ratify Application)

CONTINUING BUSINESS

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

Presentation: Library Director

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

Call RUC about file work

*M1-B.E
M2-6 w.*

*M1-
M2-*

no sig. cuts/decreases

*letters
D support
opening bill*

*Lynn Daumert
A/S/GW
Jan 27
see me
analogue
support
Marguerite*

- 31. Final adoption of the position descriptions for the Manager of Administrative Services and the Library Director.

Presentation: Library Director

Recommendation: Final adoption of the job description for Administrative Services Manager, Placentia Library District Policy 2303, as adopted January 4, 2006; and

Final adoption of the job description for Library Director, Placentia Library District Policy 2300, as adopted January 4, 2006.

m1-6W
m2-R.O.
m1-6-W,
m2-J.T

- 32. Status report on the Website project with the Friends of Placentia Library.

Presentation: Manager of Technical Services

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

info emailed sent to BOT for review on Feb 4 Charles Rice

post on (email) reminder on Tuesday

- 33. Status report on the Strategic Planning Process.

Presentation: Library Director

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

passed out \$P packet

set a work session

Feb 4 @ 9 AM Agenda
1 website
2 SP.

NEW BUSINESS

STAFF REPORTS (Items 34 – 43)

m1 - B.E
m2 - 6W

Items 34 – 43 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.

- 34. Library Director's Report (Minter)
- 35. Program Committee Report for December 2005 (Roberts)
- 36. Children's Services Report for December 2005 (Gurkweitz)
- 37. Placentia Library Literacy Services Report for December 2005 (Roberts)
- 38. Reference and Adult Services Report for December 2005 (Strazdas)
- 39. History Room Report for December 2005 (Bell)
- 40. Placentia Library Web Site Report for December 2005 (Roberts)
- 41. Technology Report for December 2005 (Napier)
- 42. Publicity Materials Produced in December 2005. (Millonzi)
- 43. Safety Committee Minutes for December 2005 (Matas)

9:05 P.M.

ADJOURNMENT

- 44. Agenda Preparation for the February Regular Meeting, which will be held on Tuesday, February 21, 2006 at 6:30 P.M.

Annual Report from the Placentia Library Foundation.

Presentation of the Fiscal Year 2004-2005 Financial Audit.

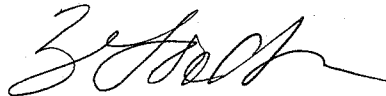
- 45. Review of Action Items.

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

- 46. Adjourn

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

I, Wendy Goodson, Administrative Assistant for Placentia Library District, hereby certify that the Agenda for the January 16, 2006 Regular Meeting of the Library Board of Trustees of the Placentia Library District was posted on Thursday, January 12, 2006.



PLACENTIA LIBRARY BOARD CALENDAR

January - December, 2006

Jan 2006

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Feb 2006

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Mar 2006

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January

- 4 6:30 PM Library Board Meeting
- 7 9:00 AM Placentia Library Foundation Strategic Planning Retreat with Jeffrey Wilcox
- 9 7:00 PM Friends Board Meeting, Wood
- 12 5:30 PM Chamber Mixer
- 7:00 PM Foundation Board Meeting
- 13 Orange County Leadership Symposium, UCLA Conference Center, Lake Arrowhead through Jan 15
- 16 6:30 PM Library Board Meeting
- 20 ALA Midwinter Meeting, San Antonio, through Jan 25
- 26 9:00 AM Orange County Council of Governments, OC Sanitation District

Jul 2006

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Aug 2006

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February

- 3 CLA Legislative Day in the District
- 6 7:00 PM Friends Board Meeting, Turner
- 9 5:30 PM Chamber Mixer
- 21 6:30 PM Library Board Meeting
- 23 9:00 AM Orange County Council of Governments, OC Sanitation District
- 7:15 AM Placentia Chamber of Commerce Breakfast

Oct 2006

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March

- 4 9:30 AM Friends of Placentia Library Author's Luncheon , ALL TRUSTEES
- 6 7:00 PM Friends Board Meeting, Shkoler
- 9 5:30 PM Chamber Mixer
- 11 9:00 AM CALTAC Workshop in Library Leadership, Burbank Library, Buena Vista Branch, 300 N. Buena Vista St.

Nov 2006

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- 20 Public Library Association Biennial Conference, Boston, through Mar 25
- 23 9:00 AM Orange County Council of Governments, OC Sanitation District
- 7:15 AM Placentia Chamber of Commerce Breakfast
- 28 6:30 PM Library Board Meeting

Dec 2006

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Feb 2006

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Mar 2006

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Apr 2006

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May 2006

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Jun 2006

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July

- 4 Library Closed for Independence Day/Staff Holiday
- 17 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

Jul 2006

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August

- 4 9:00 AM CSDA Ethics Training for elected officials and designated representatives, Irvine
- 21 6:30 PM Library Board Meeting
- 24 9:00 AM Orange County Council of Governments, OC Sanitation District
- 31 11:30 AM ISDOC Quarterly Meeting, Orange County Sanitation District

Aug 2006

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September

- 3 Library Closed for Monday Holiday/Not Staff Holiday
- 4 7:00 PM Friends Board Meeting, Turner
- Library Closed for Labor Day/Staff Holiday

Sep 2006

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- 14 5:30 PM Chamber Mixer
- 18 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

Oct 2006

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October

- 2 7:00 PM Friends Board Meeting, Shkoler
- 12 5:30 PM Chamber Mixer
- 14 8:30 AM Heritage Parade, line-up at 8:30, Parade begins at 9:30
- 16 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

Nov 2006

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November

- 6 7:00 PM Friends Board Meeting, Escobosa
- 9 5:30 PM Chamber Mixer
- 11 Library Closed for Veterans Day/Staff Holiday
- 20 6:30 PM Library Board Meeting

Dec 2006

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Jan 2006

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Feb 2006

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Mar 2006

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May 2006

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Jun 2006

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March

30 11:30 AM ISDOC Quarterly Meeting, Orange County Sanitation District

April

- 2 National Library Week, through Apr 8
- 3 6:30 PM Friends Annual Meeting -- ALL TRUSTEES, City Council Chambers
- 7:00 PM Friends Board Meeting, Escobosa
- 13 5:30 PM Chamber of Commerce Mixer at Placentia Library
- 16 Easter, Library Closed, not staff holiday
- 17 6:30 PM Library Board Meeting
- 26 CLA Legislative Day, Sacramento

27 9:00 AM Orange County Council of Governments, OC Sanitation District

7:15 AM Placentia Chamber of Commerce Breakfast

May

- 1 7:00 PM Friends Board Meeting, DeVecchio
- 11 5:30 PM Chamber Mixer

15 6:30 PM Library Board Meeting

17 State Library's Public Library Directors Forum, San Diego through May 19

25 9:00 AM Orange County Council of Governments, OC Sanitation District

7:15 AM Placentia Chamber of Commerce Breakfast

28 Library Closed for Monday Holiday/Not Staff Holiday

29 Library Closed for Memorial Day/Staff Holiday

June

5 7:00 PM Friends Board Meeting, Wood

8 5:30 PM Chamber Mixer

19 6:30 PM Library Board Meeting

22 ALA Conference, New Orleans, through June 28

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 Sanitation District

Jul 2006

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Aug 2006

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Sep 2006

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Oct 2006

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Nov 2006

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PLACENTIA LIBRARY BOARD CALENDAR

January - December, 2006

Jan 2006

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Mar 2006

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Apr 2006

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May 2006

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Jun 2006

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November

- 23 Library Closed for Thanksgiving/Staff Holiday
- 30 11:30 AM ISDOC Quarterly Meeting, Orange County Sanitation District

December

- 1 12:00 PM Trustee terms begin
- 4 7:00 PM Friends Board Meeting, DeVecchio
- 8 7:15 AM Chamber of Commerce Citizen of the Year Breakfast
- 18 6:30 PM Library Board Meeting
- 28 9:00 AM Orange County Council of Governments, OC Sanitation District

Jul 2006

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Aug 2006

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Sep 2006

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Oct 2006

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Nov 2006

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Dec 2006

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**MINUTES
PLACENTIA LIBRARY DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
November 28, 2005**

CALL TO ORDER President Shkoler called the Regular Meeting of the Placentia Library District Board of Trustees to order on November 18, 2005, at 6:30 P.M.

ROLL CALL **Members Present:** President Al Shkoler, Secretary Gaeten Wood, Trustees, Betty Escobosa, and Richard DeVecchio; and Library Director Elizabeth Minter.

Members Absent: Trustee Jean Turner

Others Present: Public Services Manager/Literacy Coordinator Jim Roberts, Technology Manager Vernon Napier, Administrative Assistant Wendy Goodson and Friends Board Member Eleanore Rankin.

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

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

MINUTES It was moved by Trustee Escobosa and seconded by Secretary Wood to approve the Minutes of the October 17, 2005 Regular Meeting and October 17, 2005 Work Session as printed.

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

ORAL COMMUNICATIONS No members of the public addressed the Board.

TRUSTEE REPORTS President Shkoler reported that he attended the Municipal Service Review (MSR) for the Placentia Library on November 9, 2005 with Library Director Minter.

Trustee Escobosa made the observation that the last Foundation newsletter did not have the Library Board of Trustees listed.

FRIENDS Friends' President Eleanore Rankin reminded the Board of the upcoming Donor Reception on December 2, 2005 and the next book sale the second Sunday of the month.

FOUNDATION Trustee DeVecchio reported that the Foundation Board of Directors are looking for more Directors and any interested persons to come forward.

**GENERAL CONSENT
CALENDAR**

It was moved by Trustee DeVecchio and seconded by Secretary Wood to receive and file Agenda Items 19-33.

Building Maintenance Report for October 2005

Personnel Report for October 2005

Volunteer Report for October 2005

Circulation Report for October 2005

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

Legislative Alerts from the California Special Districts Association (none were received from the California Library Association)

Status Report on Partnerships with Community Organizations

Status Report on Active Grant Applications

Poet Laureate Report

Agenda for the Orange County Council of Governments Regular Meeting of the Board of Directors for October 27, 2005 and the Minutes of the September 22, and October 4, 2005 meeting.

Memo from Steve Shields, Shields Consulting Group, Sacramento, reporting the current status on the claims fees for the State of California mandated cost reimbursement program that Shields manages for Placentia Library District. From the initiation of the contract with Shields in October 2002 through January 2005 Shields processed \$45,358 in claims on behalf of the District with \$8,000 being paid by the State to the District in the current fiscal year and a balance of \$37,358 remaining. The fees charged by Shields were \$4,535.80 (10%) of which \$1,636.10 have been paid and \$1,031.80 is currently payable. The balance to Shields will be due when the remaining funds are received by the District from the State.

Status Report on the Audit Process with Moreland & Associates and a copy of the Annual Special District Financial Report to the State Auditor as completed and filed by Moreland & Associates. (Receive & File)

Proposal to the California State Library for a Library Services and Technology Act (LSTA) grant for Fiscal Year 2006-07 to fund a project entitled "Topaz/Tuffree Homework Club". (Receive & File and Approve Grant Proposal)

Submission of the Annual Certification to Receive Funds from the Public Library Fund for Fiscal Year 2005-06. (Receive & File)

Letter from the Orange County Emergency Management Organization announcing training and information programs for elected officials. (Receive & File)

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

It was moved by Trustee Escobosa and seconded by Trustee DeVecchio receive and file Agenda Item 34.

Orange County Local Area Formation Commission (LAFCO) Municipal Service Review documents for Buena Park Library District and Placentia Library District presented at the LAFCO Meeting on November 9, 2005. Placentia Library District's Municipal Service Review and Sphere of Influence were both adopted by LAFCO.

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

It was moved by Trustee Escobosa and seconded by Trustee DeVecchio receive and file Agenda Item 34a.

Status report on the development of the new web site for Placentia Library District. This project is being funded by the Friends of Placentia Library .

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

LEGISLATIVE ISSUES

Nothing to report at this time.

STAFF REPORTS

It was moved by Secretary Wood and seconded by Trustee Escobosa to approve agenda items 39-48:

Library Director's Report for October 2005

Program Committee Report for October 2005.

Children's Services Report for October 2005.

Placentia Library Literacy Services Report for October 2005.

Reference and Adult Services Report for October 2005.

History Room Report for October 2005.

Placentia Library Web Site Report for October 2005.

Technology Report for October 2005.

Publicity Materials produced for October 2005.

Safety Committee Minutes for October 2005.

AYES: Shkoler, Wood, DeVecchio, Escobosa

NOES: None

ABSTAIN: None

ABSENT: Turner

PREPARATION

Agenda Preparation for the November Regular Meeting will be held on Monday, November 28, 2005 at 6:30 P.M.

ADJOURNMENT

The Regular Meeting of the Board of Trustees of the Placentia Library District for November 28, 2005 adjourned at 7:55 P.M.

**DECEMBER
MEETING**

The December Regular Library Board Meeting will be held on Monday, Dec 19, 2005 at 6:30 P.M. in the Library History Room.

Gaeten Wood
Secretary
Library Board of Trustees

Al Shkoler
President
Library Board of Trustees

**MINUTES
PLACENTIA LIBRARY DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
UNUSUAL DATE
January 4, 2006**

- CALL TO ORDER** President Shkoler called the Regular Meeting of the Placentia Library District Board of Trustees to order on January 4, 2006, at 1:00 P.M.
- ROLL CALL**
- Members Present:** President Al Shkoler, Secretary Gaeten Wood, Trustees, Betty Escobosa, Richard DeVecchio and Jean Turner; and Library Director Elizabeth Minter.
- Members Absent:** None
- Others Present:** Public Services Manager/Literacy Coordinator Jim Roberts, Technology Manager Vernon Napier, Administrative Assistant Wendy Goodson.
- ADOPTION OF AGENDA** It was moved by Trustee Escobosa, and seconded by Trustee DeVecchio to adopt the Agenda as printed.
- AYES:** Shkoler, Wood, DeVecchio, Escobosa, Turner
NOES: None
ABSTAIN: None
ABSENT: None
- MINUTES** It was moved by Trustee Escobosa and seconded by Trustee Turner to approve the Minutes of the December 7, 2005 Board of Trustees Work Session as printed.
- AYES:** Shkoler, Wood, DeVecchio, Escobosa
NOES: None
ABSTAIN: None
ABSENT: Turner
- ORAL COMMUNICATIONS** No members of the public addressed the Board.
- TRUSTEE REPORTS** President Shkoler reported that he and the trustees attended the Placentia Chamber of Commerce Breakfast on November 17, 2005.
- FRIENDS** No Friends' Representative present.
- FOUNDATION** Trustee DeVecchio reported that the Foundation Board of Directors will meet on Saturday, January 7, 2006 for their Strategic Planning Workshop with Jeffrey Wilcox.
The Foundation Board will meet on January 12, 2006 for their quarterly meeting.
Trustee DeVecchio will invite Foundation President Jean Lasley to attend the February 21, 2005 Regular Board of Trustees Meeting to give the Foundation Annual Review.

CLAIMS

It was moved by Trustee Turner and seconded by Trustee Escobosa to approve Agenda Items 9 through 12.

Claims 4817, 4818, 4819, and 4820 for a total of \$12,831.31.

Current Claims 4821, 4822, 4823, and 4824 for a total of Current Claims for the Fiscal Year 2005-2006 of \$32,029.43 and Payroll #14 (1/4/05) for \$66,838.45 and #15 (1/18/06) for \$38,789.65 for a total of \$137,657.53.

FY2005-2006 Cash Flow Analysis through December 19, 2005 and recommendation that no funds be transferred at this time.

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

FINANCIAL REPORTS

It was moved by Secretary Wood, and seconded by Trustee DeVecchio to receive and file Agenda Items 13 through 18.

Financial Reports for November 2005

Office General Ledger & Check Registers for November 2005

Acquisitions Report for November 2005

Entrepreneurial Report for November 2005

Collection Agency Report for November 2005

Gifts Report for November 2005

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

GENERAL CONSENT CALENDAR

It was moved by Trustee DeVecchio and seconded by Secretary Wood to receive and file Agenda Items 19-30c.

Building Maintenance Report for November 2005

Personnel Report for November 2005

Volunteer Report for November 2005

Circulation Report for November 2005

Review of Shared Maintenance Costs with the City of Placentia

under the Joint Powers Authority

No Legislative Alerts from the California Special Districts Association

Status Report on Partnerships with Community Organizations

Status Report on Active Grant Applications

Poet Laureate Report

Agenda for the Orange County Council of Governments Regular Meeting of the Board of Directors for December 6, 2005. There were minutes this month.

First Quarterly Report to the State library of California for the Library Services & Construction Act Grant (LSTA) 40-6426 entitled Placentia Achieves School Success at the Homeless Intervention Shelter House (P.A.S.S. at H.I.S. House)

Letter from the California Special Districts Association dated November 15, 2005 describing the benefits of membership and a list of the Major Accomplishments of the Association in 2005.

Mandated Cost Claims Receipt for Fiscal Year 20042005 as prepared by Shields Consulting Group and submitted to the State Controller's Office on December 13, 2005.

Application by the Placentia Library Literacy Services to the Public Services Manager Jim Roberts and Literacy Librarian Toby Silberfarb.

Report on the reduction by the State Library of California of the Matching Grant portion of the California Library Literacy Services funding to Placentia Library District and the revised Grant Budget as submitted to the State Library on December 13, 2005.

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

**LEGISLATIVE
ISSUES**

Library Director had no activity to report.

WEBSITE PROJECT

Technology Napier reported in the status of the Website Project and requested that the Board give their individual feedback with ideas and suggestions. A Board of Trustees Work Session is scheduled for January 25, 2006 @ 9 A.M. to review the Website Project.

**NON-EXEMPT
RECLASSIFICATION
/REVISION**

Trustee Turner requested that two typographical errors be corrected.

It was moved by Trustee DeVecchio and seconded by Trustee Escobosa to adopt the revised job description statements for Manager of Public Services and Manager of Technical Services as corrected.

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

It was moved by Secretary Wood and seconded by Trustee Turner to adopt as a first reading the job description of Manager of Administrative Services as revised December 19, 2005 with the revision of 2303.1.2 terminology from "recruitment" to "employment".

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

Trustee Turner requested that typographical errors be corrected.

It was moved by Trustee DeVecchio and seconded by Secretary Wood to adopt as a first reading the revised job description for Library Director as corrected.

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

It was moved by Trustee DeVecchio and seconded by Trustee Turner to revise the Placentia Library District Salary Scale for Fiscal Year 2005-2006, effective January 1, 2005, for Exempt Employees to include a ten step scale beginning at \$22.14 per hour for the new classification of Manager of Administrative Services, and for the Library Director to place the current Administrative Assistant on that scale with an increase in rate of no less than five percent and no more than ten percent.

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

It was moved by Secretary Wood and seconded by Trustee Turner to eliminate the position of Administrative Assistant from the Placentia Library District Policy Manual, the Salary Scale for Exempt Employees

and the Personnel Allocation Chart effective January 1, 2006.

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

It was moved by Trustee Escobosa and seconded by Secretary Wood to adopt the "Organizational Chart for Fiscal Year 2005-2006.

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

**ELECTION OF
BOARD OFFICERS**

It was moved by Secretary Wood and seconded by Trustee Turner to elect incumbent President Shkoler to President.

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

It was moved by Secretary Wood and seconded by Trustee Escobosa to elect Jean Turner to Secretary.

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

**APPOINTMENT OF
LIBRARY BOARD
REPRESENTATIVES
FOR 2006**

Trustee DeVecchio is appointed to the Placentia Library Foundation Board of Directors

Secretary Turner is appointed to the Independent Special Districts of Orange County (ISDOC)

Secretary Turner is appointed to the Special District Local Area Formation Commission (LAFCO)

Trustee Escobosa is appointed to the Placentia Civic Center Authority Commission

Trustee Wood is appointed to the Orange County Council of Governments

**SELECTION OF
BOARD MEETING
DATES**

It was moved by Trustee Wood and seconded by Trustee Escobosa to read Resolution 05-09, 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 2006.

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

It was moved by Trustee Escobosa and seconded by Trustee Wood to adopt Resolution 05-09, 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 2006.

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

**DATE FOR
FEBRUARY AND
MARCH 2006
REGULAR LIBRARY
BOARD MEETING**

The date for the February 20, 2006 meeting is changed to February 21, 2006 due to the federal holiday.
The date for the March 20, 2006 meeting is changed to March 28, 2006.

STAFF REPORTS

It was moved by Secretary Wood and seconded by Trustee Escobosa to approve agenda items 38-47:

Library Director's Report for November 2005

Program Committee Report for November 2005.

Children's Services Report for November 2005.

Placentia Library Literacy Services Report for November 2005.

Reference and Adult Services Report for November 2005.

History Room Report for November 2005.

Placentia Library Web Site Report for November 2005.

Technology Report for November 2005.

Publicity Materials produced for November 2005.

Safety Committee Minutes for November 2005.

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

PREPARATION

Agenda Preparation for the November Regular Meeting will be held on Monday, January 16, 2006 at 6:30 P.M.

ADJOURNMENT

The Regular Meeting of the Board of Trustees of the Placentia Library District for January 4, 2006 adjourned at 3:15 P.M.

**JANUARY
MEETING**

The January 16 Regular Library Board Meeting will be held on Monday, Jan 16, 2006 at 6:30 P.M. in the Library History Room.

Jean Turner
Secretary
Library Board of Trustees

Al Shkoler
President
Library Board of Trustees



FRIENDS OF PLACENTIA LIBRARY
Board of Directors Meeting
January 9, 2006

President, Eleanor Rankin called the meeting to order at 7 PM. The following Directors were present- Eleanor Rankin, Barbara Hemmerling Ted Farkas, Pat Irot, Margo Thum, Nadine Blansett, Lynda Baker, Brenda Benner, Ginny Sanatar, Carol Fizzard and Camille Himes. Elizabeth Minter, Jim Roberts and Laranne Remling represented the staff. There was no representative from the Trustees.

Secretary: Barbara Hemmerling read the minutes of the December 5, 2006 meeting. They were approved as read. **Financial Secretary-** Ginny Sanatar reported receipts in December of \$5952.08. **Treasurer:** Camille Himes reported a balance of \$18,321.38. Pat Irot made a motion to purchase books and tapes by Lynn Baesler up to but not exceeding \$100. These would be available in the Book Store for purchase by patrons. Ginny Sanatar seconded the motion. The motion carried. Jerry Tollefson needs our financial records by early March for tax preparation.

President's Report 1) The December Trustees meeting was canceled. Carol Fizzard will attend the January 15 meeting. 2) The Foundation Strategic Planning Session was held January 7. Eleanor and Nancy Lone-Tollefson attended. Jeff Wilcox was the facilitator. He has been invited to our February 6 Director's meeting. His fee will be \$500. He will work with our group for 2 hours, 5-7 PM, after which we will have our regular meeting, 7-9 PM. Lynda Baker moved we approve \$500 to fund this Friends Strategic Planning Session. Camille Himes seconded this. There was a lengthy discussion. The motion passed. 3) Gordon Dillow, speaker at our Donor's Reception, waived his fee. The total expense for this event was less than \$2,000. 4) Author's Brunch- Saturday March 4. Bill Mitchell will provide the music. The library has books available by our author, Doug P Lyle. Laranne said the invitations to the guest waiters have been mailed and the tickets will be available next week. 5) Annual Meeting April 3. There will be election of board candidates. Pat Burke is confirmed as speaker. Laranne is in charge of volunteers, Eleanor Rankin the Annual Meeting and Ginny Sanatar the reception. Ginny Sanatar made a motion to allow up to \$800 for decorations and food for the reception. Ted Farkas seconded the motion. The motion passed.

Committee Reports: Bookstore/Publicity -Pat Irot. The remainder of our shelving has arrived and will be installed soon. A Volunteer Appreciation Brunch is being planned for Friday, February 10, 9:30-11:30 in the community room. Pat Irot made a motion to allow up to \$100 for this. Camille Himes seconded it. The motion passed. Pat invested \$75 of her own to advertise our Second Sunday Book Sale in a publication that will reach bookstores and dealers. There is a

need for more flyers for our Sunday Book Sales. Membership Ted Farkas will meet with the membership committee. They will set a meeting time at the end of this meeting. Silent Auction- Nadine Blansett. This month earned \$25 on paper, but the book has not been picked up Sunday Book Sales: Ginny Sanatar: February 12 –Nadine Blansett, Sandy Davis, Lynda Baker, Carol Fizzard. March 12- Jill Botha, Barbara Hemmerling, Brenda Baker, Camille Himes. The book pick-up organization has promised to be timelier in their arrival.

Library Reports: Elizabeth Minter: 1) Polar Express outing was a good evening for the 30 that attended. Elizabeth will ask for more feedback from attendees. 2) The Friends will be asked for their input regarding the Web Site. Vernon Napier will invite us to meet with him. 3) The letter sign in the lobby outside the Bookstore is completed and looks very good. Jim Roberts: The Books 2005 distributed at least 1200 books. Laranne Remling: 1) The plans for the Author's Brunch are under way and going well. 2) Laranne suggested we work hard to make these meetings more concise and fast moving.

Next Meeting February 6th 5-7 Strategic Planning
7-9 Regular Meeting

Barbara Hemmerling, Treasurer

PLACENTIA LIBRARY FOUNDATION
MEETING AGENDA
January 12, 2006
7:00 P.M.

CALL TO ORDER

1. Roll Call
2. Agenda (*Adopt*)
3. Minutes (*Adopt*)
4. Guest report from Jim Roberts, Literacy Coordinator
5. Election of Board Members Richard DeVecchio appointed by the Library Board. (The Board of Trustees is considering appointing a second member to the Foundation.)

The Friends appointment of Eleanore Rankin is ongoing.

The terms of Jean A. Lasley, M.A. McHenry, and Nancy Lone-Tollefson expire in January 2006. They may be reappointed at this meeting for terms expiring January 2008.

Vacancies in the appointed Board positions.

Authorize invitations to appointment/

Elect Members for Terms Expiring January, 2008

6. Election of Board Officers *Elect Officers for 2006*

President, Secretary, Treasurer

7. Report from the Library Board of Trustees, DeVecchio
8. Report from the Friends of Placentia Library, Eleanore Rankin
9. Committee Appointments Board Development
Finance
Investment
Gifts
Planned Giving
Donor Reception
Strategic Planning

10. Set Meeting Calendar for 2006 *Set Meeting Dates*

11. Minutes Regular Meeting of October 25, 2005 *Review & Adopt*

12. Plan of Action for 2006 President *Adopt Plan for 2006*

CONSENT (Items 4-6)

Presentation: President

Recommendation Approve by Motion

Items 12-15 may be considered together as one motion to "Receive and file the Financial Report, Ratify Payment and Receive and File Bills List and Approve Authorization of Funds Transfers." Items may be removed for individual consideration before they are adopted. Items removed must then each have a separate motion.

13. Financial Report (*Receive & File*)

14. Payment of Bills (*Ratify Payment and Receive & File List*)
15. Allocation of 5% of T. Rowe Price balance as of December 31, 2005, adjusted for the 2005 transfer, to transfer to the General Fund to pay for 2006 Lap Sit programs. The amount is \$694. (*Approve*)
16. Allocation of 5% of the Book Endowment Fund balance as of December 31, 2005 to purchase book for the Endowment donors for 2006. The amount is \$5,038(*Approve*)
17. Plan of Action for 2006 *Adopt Plan for 2006*

COMMITTEE REPORTS

18. Investment Status report by Dooley
Allocation of Shaw Endowment Interest for 2006
Recommendation is 5% of the balance as of December 31, 2005
Transfer to General Fund

Allocation of Book Endowment Interest for 2006
Recommendation is 5% of the balance as of December 31, 2005
Transfer to Adopt-a-Book Fund
19. Donor Reception Report on plans for the 2005 Reception by Rankin & Lone-Tollefson
20. Gifts Report on Boeing grant by Remling
Report on Placentia Linda Hospital's ongoing support of \$2,500 by Remling
Update on 2006 Annual Giving Campaign by Lasley
Set date for committee meeting
21. Planned Giving Development Director's request to underwrite the expense of a planned giving consultant at \$100/hour for a future gift from a donor.
Authorize purchase from General Fund
22. Board Development Status report by Lasley

SPECIAL PROJECTS.

23. Top Donors List of 25 top donors by Remling
24. Board Skills Inventory By Remling
25. Adopt-A-Chair Status report by Remling
26. eScript Program Explanation of program Lone-Tollefson and Remling
27. Database software Report on recommended databases, Remling
28. Strategic Planning Review as relates to Foundation, Lasley
Agenda Preparation

ADJOURNMENT

Balance Sheet Prev Year Comparison

As of December 31, 2005

	Dec 31, 05	Dec 31, 04	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
Adopt-A-Book (Bank of the West)	14,368.28	4,623.76	9,744.52	210.8%
Endowment Savings-(Bank West)	2,605.14	4,065.70	-1,460.56	-35.9%
General Fund-(Bank of the West)	10,027.32	16,171.68	-6,144.36	-38.0%
Total Checking/Savings	27,000.74	24,861.14	2,139.60	8.6%
Other Current Assets				
Back up withholding	1,754.44	1,753.04	1.40	0.1%
Total Other Current Assets	1,754.44	1,753.04	1.40	0.1%
Total Current Assets	28,755.18	26,614.18	2,141.00	8.0%
Other Assets				
AIG Securities (GF)				
AIG Securities-Cash	4,490.59	4,490.59	0.00	0.0%
AIG Securities (GF) - Other	1,929.29	1,051.23	878.06	83.5%
Total AIG Securities (GF)	6,419.88	5,541.82	878.06	15.8%
T.Rowe Price (Shaw Endowment)				
FMV Adjustment	-268.20	-268.20	0.00	0.0%
T.Rowe Price (Shaw Endowment) - Other	15,863.80	14,853.77	1,010.03	6.8%
Total T.Rowe Price (Shaw Endowment)	15,595.60	14,585.57	1,010.03	6.9%
Vanguard Asset Allocation (BEF)				
FMV Adjustment	931.62	931.62	0.00	0.0%
Vanguard Asset Allocation (BEF) - Other	51,433.71	49,928.19	1,505.52	3.0%
Total Vanguard Asset Allocation (BEF)	52,365.33	50,859.81	1,505.52	3.0%
Vanguard Wellington (BEF)				
FMV Adjustment	1,427.44	1,427.44	0.00	0.0%
Vanguard Wellington (BEF) - Other	39,868.03	37,736.02	2,132.01	5.7%
Total Vanguard Wellington (BEF)	41,295.47	39,163.46	2,132.01	5.4%
Total Other Assets	115,676.28	110,150.66	5,525.62	5.0%
TOTAL ASSETS	144,431.46	136,764.84	7,666.62	5.6%
LIABILITIES & EQUITY				
Equity				
Board Designated				
Designated - Direct Mail	8,000.00	8,000.00	0.00	0.0%
Total Board Designated	8,000.00	8,000.00	0.00	0.0%
Opening Bal Equity	29.99	0.00	29.99	100.0%
Permanently Restricted				
Lapsit Program	10,599.84	10,599.84	0.00	0.0%
Total Permanently Restricted	10,599.84	10,599.84	0.00	0.0%
Retained Earnings				
Temporarily Restricted	37,785.00	14,399.79	23,385.21	162.4%
History Room	520.13	520.13	0.00	0.0%
Lapsit	1,572.60	1,572.60	0.00	0.0%
Total Temporarily Restricted	2,092.73	2,092.73	0.00	0.0%
Unrestricted Net Assets	78,287.27	78,287.27	0.00	0.0%
Net Income	7,636.63	23,385.21	-15,748.58	-67.3%
Total Equity	144,431.46	136,764.84	7,666.62	5.6%
TOTAL LIABILITIES & EQUITY	144,431.46	136,764.84	7,666.62	5.6%

Placentia Library Foundation
Profit & Loss Prev Year Comparison
 January through December 2005

	Jan - Dec 05	Jan - Dec 04	\$ Change	% Change
Ordinary Income/Expense				
Income				
AAB AL Merchandise Sales	250.00	768.59	-518.59	-67.5%
AAB AL Revenue	25.30	0.00	25.30	100.0%
AAB AL Sponsorships	400.00	100.00	300.00	300.0%
AAB AL Ticket Sales	5,015.00	6,860.00	-1,845.00	-26.9%
AAB AL Tips	1,742.25	3,104.00	-1,361.75	-43.9%
AAB Bankcard Deposit	3,133.59	2,057.94	1,075.65	52.3%
AAB Bankcard Donation	221.00	0.00	221.00	100.0%
AAB Bequests/Memorials	550.00	0.00	550.00	100.0%
AAB Direct Mail Campaign	0.00	250.00	-250.00	-100.0%
AAB Donation Box	963.98	777.30	186.68	24.0%
AAB Donations	1,258.89	8,834.35	-7,575.46	-85.8%
AAB Friends Book Sales	2,129.31	0.00	2,129.31	100.0%
AAB Interest	7.66	4.22	3.44	81.5%
AAB Tranfer from BEF	1,232.05	1,543.72	-311.67	-20.2%
BEF AL Tips	0.00	1,795.00	-1,795.00	-100.0%
BEF Bequests/Memorials	75.00	0.00	75.00	100.0%
BEF Credit Card Transactions	615.00	0.00	615.00	100.0%
BEF Donations	4,352.00	2,977.78	1,374.22	46.2%
BEF Interest	19.86	854.48	-834.62	-97.7%
BEF Unrealized Gain/Loss	3,637.53	7,957.67	-4,320.14	-54.3%
GF Adopt-a-Chair Revenue	8,900.00	0.00	8,900.00	100.0%
GF Afghan Sales	58.47	218.47	-160.00	-73.2%
GF Afghan Sales Tax	4.53	16.93	-12.40	-73.2%
GF AL Sponsorships	740.00	1,035.00	-295.00	-28.5%
GF Dividends	5.01	19.61	-14.60	-74.5%
GF Donations-Childrens	490.00	200.00	290.00	145.0%
GF Donations-History Room	375.00	715.00	-340.00	-47.6%
GF Donations-Literacy	11,829.00	5,760.00	6,069.00	105.4%
GF Donations-Remodel	50.00	100.00	-50.00	-50.0%
GF Donations-Unrestricted	7,341.05	14,635.87	-7,294.82	-49.8%
GF Donor Reception Sponsorships	3,000.00	2,000.00	1,000.00	50.0%
GF Friends Book Sales	899.31	0.00	899.31	100.0%
GF Friends Misc Reimbursement	2,265.18	0.00	2,265.18	100.0%
GF Friends Newsletter Reimburse	907.85	2,734.41	-1,826.56	-66.8%
GF Interest	12.54	7.45	5.09	68.3%
GF Lapsit Income/Shaw Endowment	1,715.70	870.19	845.51	97.2%
GF Membership Dues	5.00	0.00	5.00	100.0%
GF Miscellaneous	0.00	0.00	0.00	0.0%
GF Placentia Child Hist BK Dist	2,720.00	5,696.00	-2,976.00	-52.3%
GF Santa Pictures	0.00	220.00	-220.00	-100.0%
GF Shaw Memorial	375.00	0.00	375.00	100.0%
GF Unrealized Gain	1,884.48	1,625.60	258.88	15.9%
GF Vending Machines	11,875.91	9,166.15	2,709.76	29.6%
Total Income	81,082.45	82,905.73	-1,823.28	-2.2%
Expense				
AAB AL Books Purchase	0.00	497.42	-497.42	-100.0%
AAB AL Expenses	3,018.99	4,797.66	-1,778.67	-37.1%
AAB AL Printing Expense	10.29	0.00	10.29	100.0%
AAB AL Supplies Expense	370.93	0.00	370.93	100.0%
AAB Bank Service Charges	66.92	64.50	2.42	3.8%
AAB Bankcard Service Charge	267.16	315.05	-47.89	-15.2%
AAB Book Purchases	191.22	20,542.12	-20,350.90	-99.1%
AAB Transfer to BEF	665.00	400.00	265.00	66.3%
AAB Transfer to FPL for Cr Cd	19.00	0.00	19.00	100.0%
AAB Transfer to GF	625.00	118.52	506.48	427.3%
AAB Transfer to Library GF	1,750.00	12.93	1,737.07	13,434.4%
BEF Transfer to AAB	1,232.02	1,543.72	-311.70	-20.2%
BEF Transfer to Invest A/C	3,574.70	0.00	3,574.70	100.0%
GF Acct. and Admin. Fees	165.00	363.00	-198.00	-54.6%
GF Adopt-a-Chair Expense	16,912.34	0.00	16,912.34	100.0%
GF Afghan Exp to City	0.00	526.00	-526.00	-100.0%
GF Annual Giving Campaign Expen	0.00	4,871.65	-4,871.65	-100.0%
GF Annual Tax	35.00	0.00	35.00	100.0%

Profit & Loss Prev Year Comparison

January through December 2005

	Jan - Dec 05	Jan - Dec 04	\$ Change	% Change
GF Bank Service Charges	0.00	12.00	-12.00	-100.0%
Gf Bankcard Reimbursements	200.00	80.00	120.00	150.0%
GF Board Expenses	40.00	27.00	13.00	48.2%
GF Book Expense-Shaw Endowment	1,715.70	0.00	1,715.70	100.0%
GF Dir Mail Postage Exp	0.00	43.48	-43.48	-100.0%
GF Donor Reception Expenses	1,851.29	1,751.61	99.68	5.7%
GF History Room Expenses	3,627.71	789.75	2,837.96	359.4%
GF Lapsit Pacificare Expense	375.00	0.00	375.00	100.0%
GF Lapsit/Storyhours-Shaw Endow	1,380.00	1,065.00	315.00	29.6%
GF Materials-Shaw Endowment	0.00	180.00	-180.00	-100.0%
GF Membership/Donation Solicita	55.00	0.00	55.00	100.0%
GF Miscellaneous Expense	112.67	289.25	-176.58	-61.1%
GF Newsletter	3,737.17	7,475.11	-3,737.94	-50.0%
GF Office Supplies	522.26	0.00	522.26	100.0%
GF Placentia Child Hist Bk Exp	1,750.00	7,063.00	-5,313.00	-75.2%
GF Planned Giving	538.75	0.00	538.75	100.0%
GF Postage and Delivery	1,254.74	320.54	934.20	291.5%
GF Printing Expense	5,642.50	0.00	5,642.50	100.0%
GF Registration/Travel	27.00	275.00	-248.00	-90.2%
GF Santa Pictures Expense	0.00	1,000.00	-1,000.00	-100.0%
GF State Brd of Equaliz Tax	25.00	17.00	8.00	47.1%
GF Tax Assessment Filing Fee	0.00	10.00	-10.00	-100.0%
GF Transfer from Shaw Memorial	375.00	0.00	375.00	100.0%
GF Transfer to Library GF	15,000.00	665.69	14,334.31	2,153.3%
GF Vending Machine Repair	675.00	235.00	440.00	187.2%
GF Vending Machine Supplies	5,637.46	4,168.52	1,468.94	35.2%
Total Expense	73,445.82	59,520.52	13,925.30	23.4%
Net Ordinary Income	7,636.63	23,385.21	-15,748.58	-67.3%
Net Income	7,636.63	23,385.21	-15,748.58	-67.3%

PLACENTIA LIBRARY DISTRICT
Summary of Claims Forwarded by the Library Director & Trustees
December 19, 2005

	DATE	CLAIM #	FUND	AMOUNT	SIGNATURE/S
LIBRARY DIRECTOR	December 27, 2005	4825	702	13,217.54	Director/Shkoler
	December 27, 2005	4826	707	6,180.08	Director/Shkoler
	December 27, 2005	4827	707	12,489.56	Director/Shkoler
	January 5, 2006	4828	707	2,780.42	Director/Wood
	January 5, 2006	4829	707	17,187.01	Director/Wood
			Subtotal Fund 702	13,217.54	
			Subtotal Fund 707	38,637.07	
TOTAL BY LIBRARY DIRECTOR				\$ 51,854.61	
TOTAL				<u>\$ 51,854.61</u>	

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

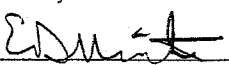
Agenda Item 10
Page 2 of 6
DATE 12/27/05
REPORT NO 4825

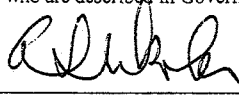
Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92670

THE COUNTY AUDITOR IS AUTHORIZED TO DRAW
HIS CHECK FROM FUND 702

Payee Name and Address Social Security/Tax ID	APPROVED CLAIMS							
	Date/ Invoice#	Orgn	Objt/ Rev/	Sub Objt/	Rept Cat	AMOUNT	A C's Use Only	
			BS Acct	Rev			Doc Number	SC
N06779K 3M RSP4754 2807 Paysphere Circle Chicago IL 60674-0000	In UM56024		1300	00		2,986.00		
			4000	00		10,231.54		
						13,217.54		

The claims listed above (totaling \$13,217.54) 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

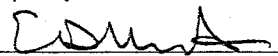
ATTESTED AND/OR COUNTERSIGNED BY

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/	Sub	Rept Cat	AMOUNT	A C's Use Only	
			Rev/	Objt/			Doc Number	SC
			BS Acct	Rev				
N01074 The Gas Company PO Box C Monterey Park, CA 91756	12-21-05/0539118009		2800	00		1,777.05		
N03646 Vision Service Plan - (CA) PO Box 45210 San Francisco, CA 94145-5210	12-21-05/12099603		0300	00		240.60		
N03659F Golden State Water Company 500 Cameron St Placentia, CA 92870	12-21-08/312083-9		2800	00		387.83		
N03752P SBC/MCI Dept. LA 21461 Pasadena, CA 91185-1461	11-17-05/T4447490 714-528-8236		0700	01		43.19		
	11-17-05/T4447475 714-528-1906		0700	00		163.41		
						206.60		
N03842A Ingram Library Services P.O. Box 502779 St. Louis, MO 63150-2779	12-6-05/98227274		2400	08		367.47		
N05445B Consolidated Reprographics 345 Clinton Street Costa Mesa, CA 92626	12-15-05/104168		1800	00		135.28		
N05294B Roto Rooter 1183 N. Kraemer Place Anaheim, CA 92806	12-13-05/281648		1400	00		1,224.00		
N06686I Office Depot PO Box 70025 Los Angeles CA 90074-0025	12-9-05/317065423		1800	00		439.68		
	12-16-05/317912682		1800	00		97.98		
	12-9-05/317277802		1800	00		216.02		
						753.68		
N09141 Dick's Lock & Safe 3486 E Orangethorpe Ave Anaheim CA 92806	12-21-05/92794		1400	00		153.57		
N19932 Ameritas Life Insurance Corp. P.O. Box 81889 Lincoln, NE 68501-1889	12-13-05/19000-05435		0300	00		934.00		

The claims listed above (totaling \$6,180.08) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.


APPROVED BY


COUNTERSIGNED BY

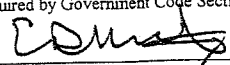
ATTESTED AND/OR COUNTERSIGNED BY

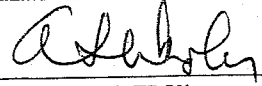
Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92670

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

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/		Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
			Rev/	BS Acct				Doc Number	SC
			Rev						
N20042 Assurant Employee Benefits P.O. Box 806644-1 Kansas City, MO 64180-6644	12-20-05/4027912-1		0300	00			122.85		
N23030 Linda Baesler 150 Anned Dr. Placentia, CA 92870 502-50-4248	12-05 Story Time II 12-05 Music&Story Time		1900	08			225.00	"2"	
			1900	00			540.00	"2"	
							765.00		
N25646A AFP 1101 King Street, Suite 700 Alexandria, VA 22314-2967	Membership Minter FY05-06		1600	00			395.00		
N25869 Image Concepts 911 Powell Court Costa Mesa, CA 92626	12-15-05/8058 12-7-05/8008		1800	00			794.31		
			1800	08			962.21		
							1,756.52		
N27562 RMC Facilities Services, Inc. PO Box 2135 Yorba Linda, CA 92885-1335	12-8-05/25415		1000	00			77.27		
N27626 Zimmer Electric, Inc. P.O. Box 526 11581 Range View Rd. Mira Loma, CA 91752-0526	12-18-05/720		1400	00			193.88		
N28413A Copy America 3564 E. Enterprise Dr. Anaheim, CA 92807	12-19-05/000263		1300	00			115.50		
N29537 Machoskie & Associates 29 Crooked Stick Drive Newport Beach, CA 92660	12-15-05/83		1900	08			1,000.00		
N29440 Citizens Business Bank 701 North Haven Ave., Ste. 350 Ontario, CA 91764	1-1-06/03-095		2200	00			7,044.80		
N30664 CPS Human Resources Services 241 Lathrop Way Sacramento CA 95815	12-19-05/INV302696		1900	00			1,018.74		

The claims listed above (totaling \$12,489.56) 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
REPORT NO

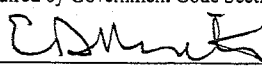
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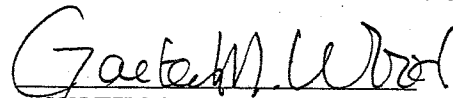
Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92670

THE COUNTY AUDITOR IS AUTHORIZED TO DRAW
HIS CHECK FROM FUND 702

Payee Name and Address Social Security/Tax ID	APPROVED CLAIMS							A C's Use Only	
	Date/ Invoice#	Orgn	Objt/ Rev/	Sub	Rept Cat	AMOUNT	Doc Number	SC	
			BS Acct	Objt/ Rev					
N03648B Special T. Water Systems, Inc. 11934 Washington Blvd. Whittier, CA 90606	1-1-06/112189		1800	00		32.00			
N03653 Bear State Air Conditioning 3548 Enterprise Dr. Anaheim, CA 92807-1640	12-28-05/05-12-1611		1400	00		195.00			
N03752P SBC/MCI Dept. LA 21461 Pasadena, CA 91185-1461	12-7-05/T4521282		0700	01		275.36			
	335-253-2062								
	12-4-05/T4507103		0700	08		13.74			
	714-524-8408								
	12-2-05/T4502474		0700	01		309.64			
						598.74			
N06557 Care Resources, Inc. 9550 Warner Ave., Ste. 228 Fountain Valley, CA 92708	Jan 06		1900	00		35.00			
N06671 MD Medical Clinics 1300 N. Kraemer Blvd. P.O. Box 66012 Anaheim, CA 92816	12-30-05		1900	00		92.50			
N06785 Hector Vargas Cleaning Service 318 Capistrano St. Placentia, CA 92870 SSN: 546-64-3104	1-5-06/331710		1400	00		1,300.00			
N06820 California Library Association 717 20th Suite 200 Sacramento CA 95814	Mbshp - Strazdas		1600	00		120.00			
N06965 Paychex PO Box 4482 Carol Stream IL 60197-4482	12-29-05/20051229		1900	00		407.18			

The claims listed above (totaling \$2,780.42) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.


APPROVED BY


COUNTERSIGNED BY

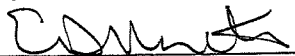
ATTESTED AND/OR COUNTERSIGNED BY

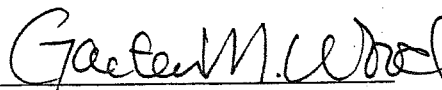
Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92670

THE COUNTY AUDITOR IS AUTHORIZED TO DRAW
HIS CHECK FROM FUND 702

Payee Name and Address Social Security/Tax ID	APPROVED CLAIMS						A C's Use Only	
	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	Doc Number	SC
N18816 I.M.P.A.C. Government Services P.O. Box 6350 Fargo, ND 58125-6350	12-22-05/X9240		1800	00		393.93		
			1900	00		6.95		
			2400	01		20.00		
			2400	02		188.37		
			2700	01		60.00		
						669.25		
N21016 Peninsula Library System 2471 Flores St. San Mateo, CA 94403	12-30-05/N21744		2700	01		75.00		
N23569 Placentia Disposal P.O. Box 79036 Phoenix, AZ 85062-9036	1-1-06/3876 14001691 6		1000	00		241.00		
N27562 RMC Facilities Services, Inc. PO Box 2135 Yorba Linda, CA 92885-1335	1-4-06/25257		1000	00		111.28		
N28040 Yesenia Gomez c/o Placentia Library District 411 E. Chapman Ave. Placentia, CA 92870	Travel Reimb		2700	01		14.93		
N28089 Moreland & Associates 1201 Dove St Ste 680 Newport Beach CA 92660	1-1-06 Audit		1900	00		5,531.65		
N28150 Blue Cross of California File 54630 Los Angeles, CA 90054-0630	0200601062045		0300	00		10,543.90		

The claims listed above (totaling \$17,187.01) 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

PLACENTIA LIBRARY DISTRICT
Current Claims and Payroll
January 16, 2006

TYPE	REPORT NUMBER	AMOUNT
Regular	4830	2,317.01
	4831	3,198.75
	4832	3,584.47
	4833	1,611.37
	4834	350.00
	4835	7,266.16
Subtotal for Regular		18,327.76
	2/8/2006	44,146.24
	2/22/2006	42,749.93
Subtotal for Payroll		86,896.17
TOTAL CURRENT CLAIMS & PAYROLL		105,223.93

Prepared by: Wendy Goodson

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

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/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	Doc Number	SC	
N03643A Recorded Books, LLC P.O. Box 64900 Baltimore, MD 21264-4900	12-14-05/2716291		2400	05		103.23			
N03660 Elizabeth D. Minter (Petty Cash) Placentia Library District Petty Cash Reimbursement 411 East Chapman Avenue Placentia, CA 92870-6198	Petty Chks Reimb 12-8-05 to 1-9-06		0900	08		304.10			
			1000	00		246.75			
			2700	01		85.00			
						635.85			
N03660 Elizabeth D. Minter (Petty Cash) Placentia Library District Petty Cash Reimbursement 411 East Chapman Avenue Placentia, CA 92870-6198	Petty Cash Reimb 11-05 to 1-11-06		2700	01		34.25			
N03828F Baker & Taylor Books 1205 Paysphere Circle Chicago, IL 60674	12-15-05/4005222675		2400	01		18.56			
	12-15-05/4005222676		2400	01		99.65			
	12-15-05/4005222677		2400	01		28.64			
	12-15-05/4005222678		2400	01		15.90			
	12-15-05/4005222679		2400	01		14.97			
	12-15-05/4005222680		2400	01		79.34			
	12-15-05/4005222681		2400	01		28.38			
	12-15-05/4005222682		2400	01		13.84			
	12-15-05/4005222683		2400	01		150.55			
	12-15-05/4005222684		2400	01		29.06			
	12-14-05/4005237825		2400	01		50.62			
	12-14-05/4005237826		2400	01		79.16			
	12-14-05/4005237827		2400	01		18.20			
	12-14-05/4005237828		2400	01		18.16			
	12-14-05/4005237829		2400	01		72.01			
	12-14-05/4005237830		2400	01		59.71			
	12-14-05/4005237831		2400	01		9.68			
	12-14-05/4005237832		2400	01		9.66			
	12-14-05/4005237833		2400	01		21.00			
	12-14-05/4005237902		2400	01		15.63			
	12-14-05/4005237903		2400	01		693.00			
	12-29-05/4005140708		2400	01		17.96			
						1,543.68			

The claims listed above (totaling \$2,317.01) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY _____

COUNTERSIGNED BY _____

ATTESTED AND/OR COUNTERSIGNED BY _____

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 01/16/06
REPORT NO 4831

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/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	Doc Number	SC																																																																																																																																																																																																																																																																																																																																																																								
	<table border="0" style="width:100%"> <tr> <td style="width:30%">N03828F</td> <td>12-29-05/4005140709</td> <td></td> <td>2400</td> <td>01</td> <td></td> <td style="text-align:right">55.70</td> <td></td> <td></td> </tr> <tr> <td>Baker & Taylor Books</td> <td>12-29-05/4005140710</td> <td></td> <td>2400</td> <td>01</td> <td></td> <td style="text-align:right">35.96</td> <td></td> <td></td> </tr> <tr> <td>1205 Paysphere Circle</td> <td>1-5-06/4005259999</td> <td></td> <td>2400</td> <td>01</td> <td></td> <td style="text-align:right">84.18</td> <td></td> <td></td> </tr> <tr> <td>Chicago, IL 60674</td> <td>1-5-06/4005260000</td> <td></td> <td>2400</td> <td>01</td> <td></td> <td style="text-align:right">23.27</td> <td></td> <td></td> </tr> <tr> <td></td> <td>1-5-06/4055260001</td> <td></td> <td>2400</td> <td>01</td> <td></td> <td style="text-align:right">17.96</td> <td></td> <td></td> </tr> <tr> <td></td> <td>1-5-06/4005260002</td> <td></td> <td>2400</td> <td>01</td> <td></td> <td style="text-align:right">29.32</td> <td></td> <td></td> </tr> <tr> <td></td> <td>1-5-06/4005260003</td> <td></td> <td>2400</td> <td>01</td> <td></td> <td style="text-align:right">67.62</td> <td></td> <td></td> </tr> <tr> <td></td> <td>1-5-06/4005260004</td> <td></td> <td>2400</td> <td>01</td> <td></td> <td style="text-align:right">66.90</td> <td></td> <td></td> </tr> <tr> <td></td> <td>1-5-06/4005260005</td> <td></td> <td>2400</td> <td>01</td> <td></td> <td style="text-align:right">31.55</td> <td></td> <td></td> </tr> <tr> <td></td> <td>1-5-06/4005260006</td> <td></td> <td>2400</td> <td>01</td> <td></td> <td style="text-align:right">31.74</td> <td></td> <td></td> </tr> <tr> <td></td> <td>1-5-06/4005260007</td> <td></td> <td>2400</td> <td>01</td> <td></td> <td style="text-align:right">149.05</td> <td></td> <td></td> </tr> <tr> <td></td> <td>1-5-06/4005290960</td> <td></td> <td>2400</td> <td>01</td> <td></td> <td style="text-align:right">15.57</td> <td></td> <td></td> </tr> <tr> <td></td> <td>1-5-06/4005290961</td> <td></td> <td>2400</td> <td>01</td> <td></td> <td style="text-align:right">45.88</td> <td></td> <td></td> </tr> <tr> <td></td> <td>1-5-06/4005290962</td> <td></td> <td>2400</td> <td>01</td> <td></td> <td style="text-align:right">78.31</td> <td></td> <td></td> </tr> <tr> <td></td> <td>1-5-06/4005290963</td> <td></td> <td>2400</td> <td>01</td> <td></td> <td style="text-align:right">34.85</td> <td></td> <td></td> </tr> <tr> <td></td> <td>1-5-06/4005290964</td> <td></td> <td>2400</td> <td>01</td> <td></td> <td style="text-align:right">25.31</td> <td></td> <td></td> </tr> <tr> <td></td> <td>1-5-06/4005290965</td> <td></td> <td>2400</td> <td>01</td> <td></td> <td style="text-align:right">17.99</td> <td></td> <td></td> </tr> <tr> <td></td> <td>1-5-06/4005290966</td> <td></td> <td>2400</td> <td>01</td> <td></td> <td style="text-align:right">18.83</td> <td></td> <td></td> </tr> <tr> <td></td> <td>1-5-06/4005290967</td> <td></td> <td>2400</td> <td>01</td> <td></td> <td style="text-align:right">187.90</td> <td></td> <td></td> </tr> <tr> <td></td> <td>1-5-06/4005290969</td> <td></td> <td>2400</td> <td>01</td> <td></td> <td style="text-align:right">12.63</td> <td></td> <td></td> </tr> <tr> <td></td> <td>1-5-06/4005306604</td> <td></td> <td>2400</td> <td>01</td> <td></td> <td style="text-align:right">17.37</td> <td></td> <td></td> </tr> <tr> <td></td> <td>1-5-06/4005306605</td> <td></td> <td>2400</td> <td>01</td> <td></td> <td style="text-align:right">71.10</td> <td></td> <td></td> </tr> <tr> <td></td> <td>1-5-06/4005306607</td> <td></td> <td>2400</td> <td>01</td> <td></td> <td style="text-align:right">18.56</td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td style="text-align:right">1,137.55</td> <td></td> <td></td> </tr> <tr> <td colspan="9"> </td> </tr> <tr> <td>N03842A</td> <td>1-1-06/98931628</td> <td></td> <td>2400</td> <td>01</td> <td></td> <td style="text-align:right">13.43</td> <td></td> <td></td> </tr> <tr> <td>Ingram Library Services</td> <td>1-1-06/98931629</td> <td></td> <td>2400</td> <td>01</td> <td></td> <td style="text-align:right">18.88</td> <td></td> <td></td> </tr> <tr> <td>P.O. Box 502779</td> <td>12-25-05/98781730</td> <td></td> <td>2400</td> <td>01</td> <td></td> <td style="text-align:right">13.48</td> <td></td> <td></td> </tr> <tr> <td>St. Louis, MO 63150-2779</td> <td>12-28-05/98859578</td> <td></td> <td>2400</td> <td>01</td> <td></td> <td style="text-align:right">10.91</td> <td></td> <td></td> </tr> <tr> <td></td> <td>12-29-05/98897633</td> <td></td> <td>2400</td> <td>01</td> <td></td> <td style="text-align:right">13.39</td> <td></td> <td></td> </tr> <tr> <td></td> <td>12-29-05/98897634</td> <td></td> <td>2400</td> <td>01</td> <td></td> <td style="text-align:right">18.46</td> <td></td> <td></td> </tr> <tr> <td></td> <td>12-27-05/98817036</td> <td></td> <td>2400</td> <td>01</td> <td></td> <td style="text-align:right">19.18</td> <td></td> <td></td> </tr> <tr> <td></td> <td>12-27-05/98817037</td> <td></td> <td>2400</td> <td>01</td> <td></td> <td style="text-align:right">72.11</td> <td></td> <td></td> </tr> <tr> <td></td> <td>12-27-05/98817038</td> <td></td> <td>2400</td> <td>01</td> <td></td> <td style="text-align:right">25.61</td> <td></td> <td></td> </tr> <tr> <td></td> <td>12-27-05/98817039</td> <td></td> <td>2400</td> <td>01</td> <td></td> <td style="text-align:right">26.08</td> <td></td> <td></td> </tr> <tr> <td></td> <td>12-27-05/98817040</td> <td></td> <td>2400</td> <td>01</td> <td></td> <td style="text-align:right">52.70</td> <td></td> <td></td> </tr> <tr> <td></td> <td>12-12-05/98399138</td> <td></td> <td>2400</td> <td>01</td> <td></td> <td style="text-align:right">22.73</td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td style="text-align:right">306.96</td> <td></td> <td></td> </tr> <tr> <td colspan="9"> </td> </tr> <tr> <td>N06573</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td style="text-align:right">1,754.24</td> <td></td> <td></td> </tr> </table>									N03828F	12-29-05/4005140709		2400	01		55.70			Baker & Taylor Books	12-29-05/4005140710		2400	01		35.96			1205 Paysphere Circle	1-5-06/4005259999		2400	01		84.18			Chicago, IL 60674	1-5-06/4005260000		2400	01		23.27				1-5-06/4055260001		2400	01		17.96				1-5-06/4005260002		2400	01		29.32				1-5-06/4005260003		2400	01		67.62				1-5-06/4005260004		2400	01		66.90				1-5-06/4005260005		2400	01		31.55				1-5-06/4005260006		2400	01		31.74				1-5-06/4005260007		2400	01		149.05				1-5-06/4005290960		2400	01		15.57				1-5-06/4005290961		2400	01		45.88				1-5-06/4005290962		2400	01		78.31				1-5-06/4005290963		2400	01		34.85				1-5-06/4005290964		2400	01		25.31				1-5-06/4005290965		2400	01		17.99				1-5-06/4005290966		2400	01		18.83				1-5-06/4005290967		2400	01		187.90				1-5-06/4005290969		2400	01		12.63				1-5-06/4005306604		2400	01		17.37				1-5-06/4005306605		2400	01		71.10				1-5-06/4005306607		2400	01		18.56									1,137.55												N03842A	1-1-06/98931628		2400	01		13.43			Ingram Library Services	1-1-06/98931629		2400	01		18.88			P.O. Box 502779	12-25-05/98781730		2400	01		13.48			St. Louis, MO 63150-2779	12-28-05/98859578		2400	01		10.91				12-29-05/98897633		2400	01		13.39				12-29-05/98897634		2400	01		18.46				12-27-05/98817036		2400	01		19.18				12-27-05/98817037		2400	01		72.11				12-27-05/98817038		2400	01		25.61				12-27-05/98817039		2400	01		26.08				12-27-05/98817040		2400	01		52.70				12-12-05/98399138		2400	01		22.73									306.96												N06573						1,754.24	
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	1-5-06/4005290967		2400	01		187.90																																																																																																																																																																																																																																																																																																																																																																										
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	1-5-06/4005306604		2400	01		17.37																																																																																																																																																																																																																																																																																																																																																																										
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	1-5-06/4005306607		2400	01		18.56																																																																																																																																																																																																																																																																																																																																																																										
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Ingram Library Services	1-1-06/98931629		2400	01		18.88																																																																																																																																																																																																																																																																																																																																																																										
P.O. Box 502779	12-25-05/98781730		2400	01		13.48																																																																																																																																																																																																																																																																																																																																																																										
St. Louis, MO 63150-2779	12-28-05/98859578		2400	01		10.91																																																																																																																																																																																																																																																																																																																																																																										
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	12-29-05/98897634		2400	01		18.46																																																																																																																																																																																																																																																																																																																																																																										
	12-27-05/98817036		2400	01		19.18																																																																																																																																																																																																																																																																																																																																																																										
	12-27-05/98817037		2400	01		72.11																																																																																																																																																																																																																																																																																																																																																																										
	12-27-05/98817038		2400	01		25.61																																																																																																																																																																																																																																																																																																																																																																										
	12-27-05/98817039		2400	01		26.08																																																																																																																																																																																																																																																																																																																																																																										
	12-27-05/98817040		2400	01		52.70																																																																																																																																																																																																																																																																																																																																																																										
	12-12-05/98399138		2400	01		22.73																																																																																																																																																																																																																																																																																																																																																																										
						306.96																																																																																																																																																																																																																																																																																																																																																																										
N06573						1,754.24																																																																																																																																																																																																																																																																																																																																																																										

The claims listed above (totaling \$3,198.75) 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

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 01/16/06
REPORT NO 4832

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/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	Doc Number	SC	
N066861 Office Depot PO Box 70025 Los Angeles CA 90074-0025	12-30-05/319368422		1800	00		269.35			
			1800	08		93.16			
						362.51			
N15508 Cosmoslink Internet Services 3030 Saturn St., Ste. 200 Brea, CA 92821	1-7-06/200601-41		1900	00		15.00			
N16557 Sprint PO Box 4181 Carol Stream IL 60197-4181	1-6-06/594682625		0700	01		64.66			
			0700	08		64.65			
						129.31			
N19647A Unique Management Services 119 E. Maple St. Jeffersonville, IN 47130	1-2-06/151968		1900	00		152.15			
N25796A BWI (Book Wholesalers, Inc.) PO Box 91691 Chicago, IL 60693	12-19-05/2328131 12-19-05/2328130		2400	01		19.60			
			2400	01		28.86			
						48.46			
N25869 Image Concepts 911 Powell Court Costa Mesa, CA 92626	12-22-05/8119 11-23-05/7917 12-19-05/8093		2400	08		465.64			
			2400	08		691.76			
			2400	08		649.73			
						1,807.13			
N27368A The Hartford Group Benefits 75 Remittance Drive, Ste. 1641 Chicago, IL 60675-1641	Jan 06		0300	00		295.31			
N29354 O.C.S. Output Control Software, Inc. 2319 Dunwin Dr., Unit #7 Mississauga, Ontario L5L 1A3	11-8-05/203302		1800	00		774.60			

The claims listed above (totaling \$3,584.47) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY _____

COUNTERSIGNED BY _____

ATTESTED AND/OR COUNTERSIGNED BY _____

Page Total

3,584.47

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 01/16/06
REPORT NO 4833

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					
N27838 BBC Audiobooks America PO Box 414190 Boston MA 02241-4190	12-29-05/225405		2400	05		135.63			
	12-2-05/222673		2400	05		19.46			
						155.09			
N29760 Gary Bell c/o Placentia Library District 411 E. Chapman Ave Placentia CA 92870	Travel Reimb		2700	01		6.69			
N29833 Thomson Gale PO Box 95501 Chicago IL 60694-5501	12-16-05/14391738		2400	01		29.27			
N30025 Random House Dept 0919 PO Box 120001 Dallas TX 75312-0919	12-30-05/1080904455		2400	05		74.00			
	12-13-05/1080826134		2400	05		119.20			
						193.20			
(need vendor #) Platypus Productions, Inc. P.O. Box 2430 Issaquah, WA 98027	4-28-04		2400	02		275.00			
(need vendor #) Carter Connection Inc PO Box 6217 Anaheim CA 92816	12-30-05/72-04		1900	00		134.40			
(need vendor #) Vail Dunlap & Associates PO Box 10161 Newport Beach CA 92658	12-14-05/97952		1800	00		767.72			
(need vendor #) Marnie Crossen Bell 2051 E Walnut Ave. Orange CA 92867 SSN# 488-50-1766	Dec 11, 2005 Holiday Program 12-05		1900	08		50.00	"2"		

The claims listed above (totaling \$1,611.37) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY _____ COUNTERSIGNED BY _____ ATTESTED AND/OR COUNTERSIGNED BY _____

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 01/16/06
REPORT NO 4834

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/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	Doc Number	SC	
(need vendor #) Bob May PO Box 26344 Santa Ana CA 92799	Dec 11, 2005 Holiday Program 12-05		1900	08		50.00	"2"		
(need vendor #) Charles Estes 1207 Concord Ave Fullerton CA 92831-2103 SSN#	Dec 11, 2005 Holiday Program 12-05		1900	08		50.00	"2"		
(need vendor #) Danny Oberbeck c/o Placentia Library District 411 E. Chapman Ave Placentia CA 92870 SSN#490-58-7661	Dec 11, 2005 Holiday Program 12-05		1900	08		50.00	"2"		
(need vendor #) Kay Berlet-Herman c/o Placentia Library District 411 E. Chapman Ave Placentia CA 92870 SSN# 520-46-0120	Dec 11, 2005 Holiday Program 12-05		1900	08		50.00	"2"		
(need vendor #) Leisa Jo Waller c/o Placentia Library District 411 E Chapman Ave Placentia CA 92870 SSN#559-57-3568	Dec 11, 2005 Holiday Program 12-05		1900	08		50.00	"2"		
(need vendor #) Rick Tigert 25212 Stockport St #122 Laguna Hills CA 92653 SSN#562-43-4087	Dec 11, 2005 Holiday Program 12-05		1900	08		50.00	"2"		
(need vendor #) Kelli Beckwith c/o Placentia Library District 411 E. Chapman Ave Placentia CA 92870 SSN#561-23-8566	Dec 11, 2005 Holiday Program 12-05		1900	08		50.00	"2"		

The claims listed above (totaling \$350.00) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY _____

COUNTERSIGNED BY _____

ATTESTED AND/OR COUNTERSIGNED BY _____

Page Total

350.00

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 01/16/06
REPORT NO 4835

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/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	Doc Number	SC	
(need vendor #) Michele Lovenduski 3641 Bates Street Irvine CA 92614 SSN#563-90-2734	Dec 11, 2005 Holiday Program 12-05		1900	08		50.00	"2"		
(need vendor #) Bethanie Knieser 6132 Chickasaw Drive Westminster CA 92683 SSN#	Dec 11, 2005 Holiday Program 12-05		1900	08		50.00	"2"		
N30636 Nadia Dallstream c/o Placentia Library District 411 E. Chapman Placentia CA 92870	Travel Reimb 12-5-05 to 12-31-05		2700	01		24.74			
(need vendor) Camcode PO Box 73702-N Cleveland OH 44193-1009	10-10-05/1128576-ST		1800	00		13.00			
N03660A Elizabeth D. Minter 539 Gardenia Avenue Placentia, CA 92870-4705	Travel Reimbursement		2700	01		110.92			
N01035 City of Placentia 401 East Chapman Ave. Placentia, CA 92870	1-10-06/57198		0700 2800 1400	01 00 00		7.20 2,154.68 4,855.62			
						7,017.50			

The claims listed above (totaling \$7,266.16) 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

7,266.16



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 \$ 44,146.24 on 2 | 8 | 06

Send To: Bank Name: Wells Fargo Bank
 ABA #: 121042882
 Account Name: Placentia Library District
 Account #: 2011939659
 Reference: Payroll #16

Description:

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												AMOUNT
FUND	AGCY	ORG	ACTV	OBJ	SUB OBJ	REV	SUB REV	JOB NUMBER	REPT CATG	B S ACCT	AMOUNT	SP CD
707	707			0100	00						40,964.75	
707	707			200	00						3,181.49	
ENCUMBRANCE REVERSAL: <input type="checkbox"/> YES <input type="checkbox"/> NO											TOTAL PAYMENT	44,146.24
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	
<p>Auditor-Controller Approvals:</p> <p>Claims & Disbursing:</p> <p>Over Limit: _____ \$100,000 (1) \$500,000 (2) \$1,000,000 (3)</p> <p>Claims & Disbursing Manager: _____</p> <p>Check Writing: _____</p> <p>General Ledger Approvals:</p> <p>Cash & Expense Budget: _____ Date _____ wrec</p>	<p>Transaction Reference</p> <p>Automated Clearing House (CH): _____ Wire Transfer (WT): _____</p> <p>Automated Clearing House (IC): _____</p> <p>MW Transaction #: _____</p> <p>Treasurer-Tax Collector Information</p> <p>Released By / Ref # _____</p>



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 \$ 42,749.93 on 2 | 22 | 06

Send To: Bank Name: Wells Fargo Bank
 ABA #: 121042882
 Account Name: Placentia Library District
 Account #: 2011939659
 Reference: Payroll #17

Description:

Department / Agency

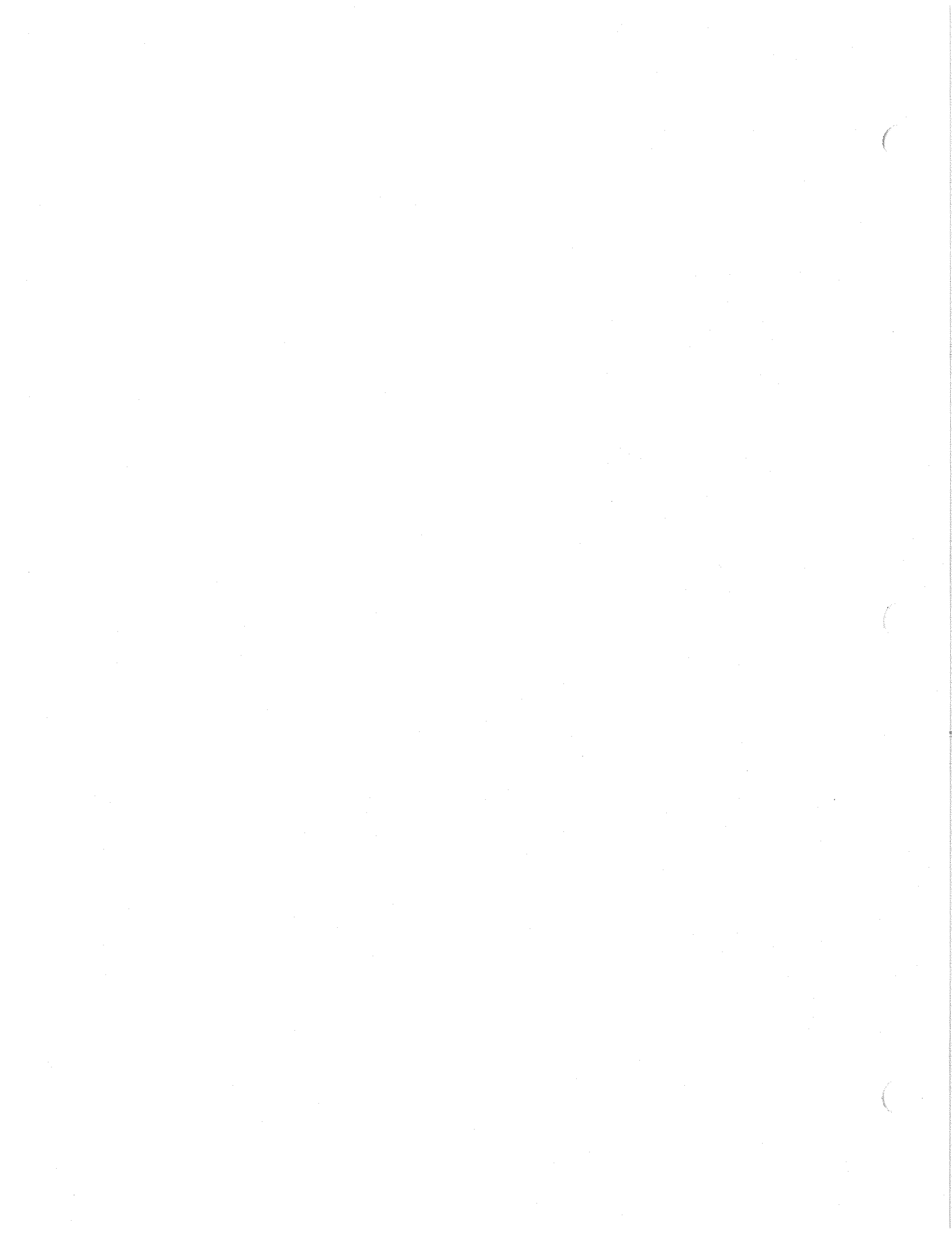
Contact: Elizabeth D. Minter, Library Director
Name and Title
714-528-1925 714-528-8236
Phone Number FAX Number

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 CD		
707	707			0100	00						39,680.15			
707	707			200	00						3,069.78			
ENCUMBRANCE REVERSAL: <input type="checkbox"/> YES <input type="checkbox"/> NO											TOTAL PAYMENT	42,749.93		
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	
<p>Auditor-Controller Approvals:</p> <p>Claims & Disbursing:</p> <p>Over Limit: _____ <small>\$100,000 (1) \$500,000 (2) \$1,000,000 (3)</small></p> <p>Claims & Disbursing Manager: _____</p> <p>Check Writing: _____</p> <p>General Ledger Approvals:</p> <p>Cash & Expense Budget: _____ Date _____ wrec _____</p>	<p>Transaction Reference</p> <p>Automated Clearing House (CH): _____ Wire Transfer (WT): _____</p> <p>Automated Clearing House (IC): _____</p> <p>MW Transaction #: _____</p> <p>Treasurer-Tax Collector Information</p> <p>Released By / Ref # _____</p>



PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *EDM*
SUBJECT: Cash Flow Analysis
DATE: January 16, 2006

BACKGROUND:

The Cash Flow Analysis for the General Fund for Fiscal Year 2005-2006 is Attachment A.

The Property Tax Apportionment Schedule for Fiscal Year 2005-2006 is Attachment B.

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

RECOMMENDATION:

Receive & File the Cash Flow Analysis for Fiscal Year 2005-2006 through January 16, 2006.

Placentia Library District
FY2005-2006 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
07/01/05		Beginning Balance			837,101.17
06/15/05		Payroll #1 to wire Jul 6, 2005		38,789.65	798,311.52
06/15/05		Payroll #2 to wire Jul 20, 2005		38,789.65	759,521.87
06/23/05	4763	General by Library Director		17,273.63	742,248.24
06/23/05	4764	General by Library Director		14,800.99	727,447.25
07/02/05	4765	General by Library Director		2,664.61	724,782.64
07/09/05	4766	General by Library Director		3,332.72	721,449.92
07/09/05	4767	General by Library Director		908.95	720,540.97
07/11/05		Adjustment for FY2004-05, Claim 4749		16,745.00	703,795.97
07/14/05	4768	General by Library Director		19,790.44	684,005.53
07/14/05		6230-01: Prior Secured #8	16,231.99	40.58	700,196.94
07/14/05		6280-01: Supplemental paid 1984	1.66		700,198.60
07/14/05		6280-01: Supplemental paid 1985+	15,666.44		715,865.04
07/14/05		6300: Delinquent supplemental	1,417.30		717,282.34
07/14/05		6300: Delinquent supplemental penalties	327.44		717,609.78
07/18/05	4769	General by 3 Trustee signatures		6,791.36	710,818.42
07/18/05	4770	General by 3 Trustee signatures		4,356.11	706,462.31
07/18/05	4771	General by 3 Trustee signatures		3,370.23	703,092.08
07/18/05	4772	General by 3 Trustee signatures		4,371.76	698,720.32
07/18/05		Payroll #3 to wire Aug 3, 2005		38,789.65	659,930.67
08/16/03	4783	General by 3 Trustee signatures		1,027.90	658,902.77
07/18/05		Payroll #4 to wire Aug 17, 2005		38,789.65	620,113.12
07/18/05		Payroll #5 to wire Aug 31, 2005		38,789.65	581,323.47
07/18/05		6230-04: Teeter apportionment	15,295.19		596,618.66
07/20/05		6610: OC Interest Administrative Fee, June		90.01	596,528.65
07/21/05		6610-00: Interest Bank of the West	9.52		596,538.17
07/21/05		7670-00: Library Fines & Fees	5,529.17		602,067.34
07/21/05		7670:01: Library Passport Revenue	16,317.06		618,384.40
07/21/05		6610: OC Interest Administrative Fee, June		(90.01)	618,474.41
07/21/05	4773	General by Library Director (single signature)		1,307.01	617,167.40
07/21/05	4774	General by Library Director (single signature)		1,961.07	615,206.33
07/28/05	4775	General by Wood (single signature)		2,139.11	613,067.22
07/28/05	4776	General by Wood (single signature)		4,915.50	608,151.72
08/04/05		OCA refused to correct adjustment for FY2004-05, Claim 4729	16,745.00		624,896.72
08/04/05	4777	General by DeVecchio (single signature)		1,603.59	623,293.13
08/04/05	4778	General by Library Director & DeVecchio		5,276.46	618,016.67
08/04/05	4779	General by DeVecchio (single signature)		4,643.87	613,372.80
08/10/05		6300: Supplemental #1	2,397.64		615,770.44
08/15/05	4780	General by 3 Trustee signatures		18,667.81	597,102.63
08/15/05	4781	General by 3 Trustee signatures		4,763.48	592,339.15
08/15/05	4782	General by 3 Trustee signatures		1,869.28	590,469.87
08/15/05		Payroll #6 to wire Sep 14, 2005		38,789.65	551,680.22
08/15/05		Payroll #7 to wire Sep 28, 2006		38,789.65	512,890.57
08/16/05		6610: Orange County Investment Pool interest, Jul	2,221.76	78.45	515,033.88
08/18/05	4784	General by Library Director & DeVecchio		1,529.34	513,504.54
08/18/05	4785	General by Library Director & DeVecchio		2,039.04	511,465.50
08/18/05		6610-00: Bank of the West interest	9.09		511,474.59

Placentia Library District
FY2005-2006 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
08/18/05		7670-00: Library Revenue, Aug	3,265.41		514,740.00
08/18/05		7670-01: Library Passport Revenue, Aug	7,868.97		522,608.97
08/25/05	4786	General by Library Director & DeVecchio		2,435.55	520,173.42
08/25/05	4787	General by Library Director & DeVecchio		6,226.56	513,946.86
09/01/05	4788	General by Library Director & Escobosa		2,256.88	511,689.98
09/01/05	4789	General by Library Director & Escobosa		9,929.71	501,760.27
09/08/05	4790	General by Library Director & Shkoler		3,896.71	497,863.56
09/08/05	4791	General by Library Director & Shkoler		15,614.74	482,248.82
09/19/05	4792	General by 3 Trustee signatures		19,718.54	462,530.28
09/19/05	4793	General by 3 Trustee signatures		2,754.55	459,775.73
09/19/05	4794	General by 3 Trustee signatures		4,141.45	455,634.28
09/19/05	4795	General by 3 Trustee signatures		1,613.71	454,020.57
09/19/05	4796	General by 3 Trustee signatures		1,506.17	452,514.40
09/19/05		Payroll #8 to wire Oct.12, 2006		38,789.65	413,724.75
09/19/05		Payroll #9 to wire Oct 26, 2006		38,789.65	374,935.10
09/22/05	4797	General by Library Director & Turner		1,870.00	373,065.10
09/22/05		6220: Unsecured	54,632.83	136.58	427,561.35
09/22/05		6280: Supplemental #2	9,954.14		437,515.49
09/26/05		6610-00: Bank of the West interest	8.36		437,523.85
09/26/05		7670-00: Library Revenue, Sep	4,339.26		441,863.11
09/26/05		7670-01: Library Passport Revenue, Sep	7,441.65		449,304.76
09/26/05		6970-00: State Library Interlibrary Loan	5,729.17		455,033.93
09/26/05		6970-02: State Library CA Literacy Campaign	30,000.00		485,033.93
09/26/05		6970-05: State Library Project Grants, Staff Education	21,885.00		506,918.93
09/27/05		6610: Orange County Investment Pool interest, Aug	1,987.40	67.92	508,838.41
10/06/05	4798	General by Library Director & Escobosa		6,407.63	502,430.78
10/06/05	4799	General by Library Director & Escobosa & Shkoler		5,574.99	496,855.79
10/06/05	4800	General by Library Director & Shkoler		11,293.81	485,561.98
10/12/05		6280: Supplemental #3	4,050.18		489,612.16
10/17/05	4801	General by 3 Trustee signatures		18,361.32	471,250.84
10/17/05	4802	General by 3 Trustee signatures		3,073.23	468,177.61
10/17/05	4803	General by 3 Trustee signatures		17,178.84	450,998.77
10/17/05	4804	General by 3 Trustee signatures		2,802.50	448,196.27
10/17/05		Payroll #10 to wire Nov 9, 2006		38,789.65	409,406.62
10/17/05		Payroll #11 to wire Oct 26, 2006		38,789.65	370,616.97
10/19/05		6610: Orange County Investment Pool interest, Sep	1,684.33	55.79	372,245.51
10/24/05	4805	General by Library Director & DeVecchio		8,120.33	364,125.18
10/24/05	4806	General by Library Director & DeVecchio		5,113.15	359,012.03
10/24/05		6610-00: Bank of the West interest	27.67		359,039.70
10/24/05		6970-03: State Library Family Literacy	8,514.00		367,553.70
10/24/05		6970-06: State Mandated Claims Reimbursement	8,000.00		375,553.70
10/24/05		7670-00: Library Revenue, Oct	14,859.91		390,413.61
10/24/05		7670-01: Library Passport Revenue, Oct	16,631.59		407,045.20
11/01/05	4807	General by 3 Trustee signatures		2,911.63	404,133.57
11/01/05	4808	General by Library Director & Turner		1,646.79	402,486.78
11/10/05	4809	General by Library Director & Escobosa		8,312.11	394,174.67
11/10/05	4810	General by Library Director & Escobosa		6,654.80	387,519.87

Placentia Library District
FY2005-2006 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
11/10/05	4811	General by Library Director & Escobosa		15,588.81	371,931.06
11/16/05		6280: Supplemental #4	2,320.19		374,251.25
11/17/05	4812	General by Library Director & pending		2,778.52	371,472.73
11/21/05		6610: Orange County Investment Pool interest, Oct	1,826.50	58.16	373,241.07
11/22/05		6210: Secured #1	147,213.34	368.03	520,086.38
11/28/05	4813	General by 3 Trustee signatures		9,459.00	510,627.38
11/28/05	4814	General by 3 Trustee signatures		44,633.44	465,993.94
11/28/05	4815	General by 3 Trustee signatures		15,138.70	450,855.24
11/28/05	4816	General by 3 Trustee signatures		2,791.81	448,063.43
11/28/05		Payroll #12 to wire Dec 7, 2006		38,789.65	409,273.78
11/28/05		Payroll #13 to wire Dec 21, 2006		38,789.65	370,484.13
01/16/05	4830	General by 3 Trustee signatures		2,317.01	368,167.12
01/16/05	4831	General by 3 Trustee signatures		3,198.75	364,968.37
01/16/05	4832	General by 3 Trustee signatures		3,584.47	361,383.90
01/16/05	4833	General by 3 Trustee signatures		1,611.37	359,772.53
01/16/05	4834	General by 3 Trustee signatures		350.00	359,422.53
01/16/05	4835	General by 3 Trustee signatures		7,266.16	352,156.37
01/16/05		Payroll #16 to wire Feb 8, 2006		44,146.24	308,010.13
01/16/05		Payroll #17 to wire Feb 22, 2006		42,749.93	265,260.20
12/01/05	4817	General by Library Director & Turner		2,869.04	262,391.16
12/01/05	4818	General by Library Director & Turner		2,356.75	260,034.41
12/06/05	4819	General by Library Director & Escobosa		5,483.17	254,551.24
12/06/05	4820	General by Library Director & Wood		2,122.35	252,428.89
12/07/05		6610-00: Bank of the West interest	16.39		252,445.28
12/07/05		7670-00: Library Revenue, Nov	6,432.26		258,877.54
12/07/05		7670-01: Library Passport Revenue, Nov	15,731.27		274,608.81
12/08/05		6210: Secured #2	148,833.30	372.08	423,070.03
12/08/05		6690-00: State Homeowners #1	2,544.49		425,614.52
12/14/05		7670-00: Library Revenue, Dec	1,060.68		426,675.20
12/14/05		7670-01: Library Passport Revenue, Dec	1,672.95		428,348.15
12/19/05	4821	General by 3 Trustee signatures		11,550.15	416,798.00
12/19/05	4822	General by 3 Trustee signatures		5,637.20	411,160.80
12/19/05	4823	General by 3 Trustee signatures		1,586.11	409,574.69
12/19/05	4824	General by 3 Trustee signatures		13,255.97	396,318.72
12/19/05		Payroll #14 to wire Jan 4, 2006		66,838.45	329,480.27
12/19/05		Payroll #15 to wire Jan 18, 2006		38,789.65	290,690.62
12/20/05		6210: Secured #3	314,473.57	768.18	604,396.01
12/20/05		6280: Supplemental #5	10,545.85		614,941.86
12/22/05		6610: Orange County Investment Pool interest, Nov	1,596.78	48.38	616,490.26
12/27/05	4825	Fund 702: \$13,217.54 by Library Director & Shkoler			616,490.26
12/27/05	4826	General by Library Director & Shkoler		6,180.08	610,310.18
12/27/05	4827	General by Library Director & Shkoler		12,489.56	597,820.62
01/05/06	4828	General by Library Director & Wood		2,780.42	595,040.20
01/05/06	4829	General by Library Director & Wood		17,287.01	577,753.19
					577,753.19

Home > Property Tax Accounting

Property Tax Accounting

[Apportionment Schedule Letter]

**Property Tax Apportionments
Fiscal Year 2005-2006**

APPORTIONMENT	APPORT. DATE	AVAIL. DATE	COLLECTIONS	PERCENTAGE
Pr Yr Sec & Penalties Non Teeter 1	8/10/2005	8/11/2005	July	
Supplemental 1	8/10/2005	8/11/2005	Collections for July	
Pr Yr Sec & Penalties Non Teeter 2	9/14/2005	9/15/2005	August	
Unsecured 1	9/22/2005	9/23/2005	Collections at 08-31-2005	80% - 85%
Supplemental 2	9/22/2005	9/23/2005	Collections for August	
Pr Yr Sec & Penalties Non Teeter 3	10/12/2005	10/13/2005	September	
Supplemental 3	10/12/2005	10/13/2005	Collections for September	
Pr Yr Sec & Penalties Non Teeter 4	11/16/2005	11/17/2005	October	
Supplemental 4	11/16/2005	11/17/2005	Collections for October	
Secured # 1	11/22/2005	11/23/2005	Collections at 11-10-2005	7% - 10%
H/O Propert Tax Relief 1	12/8/2005	12/9/2005		15%
Secured # 2	12/8/2005	12/9/2005	Collections at 12-02-2005	14% - 20%
Pr Yr Sec & Penalties Non Teeter 5	12/14/2005	12/15/2005	November	
Secured # 3	12/20/2005	12/21/2005	Collections at 12-09-2005	20% - 25%
Supplemental 5	12/20/2005	12/21/2005	Collections for November	
ERAF 1 - Non-Schools	1/3/2006	1/4/2006	For Non-schools	\$182 million + growth
Sales & Use Tax Compensation 1	1/5/2006	1/6/2006	Cities and County only	50%
Sales Tax In-Lieu of VLF/VLF Swap 1	1/5/2006	1/6/2006	Cities and County only	50%
H/O Property Tax Relief 2	1/10/2006	1/11/2006		35%
Pr Yr Sec & Penalties Non Teeter 6	1/11/2006	1/12/2006	December	
Secured # 4	1/19/2006	1/20/2006	Collections at 01-13-2006	3% - 7%
Unsecured 2	1/19/2006	1/20/2006	Collections at 12-31-2005	5% - 8%
Supplemental 6	1/19/2006	1/20/2006	Collections for December	
State-Assessed Public Utility 1	1/26/2006	1/27/2006	1 st Installment Collections	49% - 50%
Pr Yr Sec & Penalties Non Teeter 7	2/15/2006	2/16/2006	January	
Supplemental 7	2/15/2006	2/16/2006	Collections for January	
Pr Yr Sec & Penalties Non Teeter 8	3/15/2006	3/16/2006	February	
Secured # 5	3/20/2006	3/21/2006	Collections at 03-10-2006	5% - 7%
Supplemental 8	3/20/2006	3/21/2006	Collections for February	
Pr Yr Sec & Penalties	4/12/2006	4/13/2006	March	

Current receivables

County Of Orange - Auditor-Controller, Apportionment Schedule by Date

Non Teeter 9				
Secured # 6	4/20/2006	4/21/2006	Collections at 04-7-2006	15% - 20%
Supplemental 9	4/20/2006	4/21/2006	Collections for March	
ERAF 2- Schools	4/25/2006	4/26/2006	For Schools	\$102 million + growth
ERAF 3- Non-Schools	5/1/2006	5/2/2006	For Non-schools	\$182 million + growth
Sales & Use Tax Compensation 2	5/4/2006	5/5/2006	Cities and County only	50%
Sales Tax In-Lieu of VLF/VLF Swap 2	5/4/2006	5/5/2006	Cities and County only	50%
Pr Yr Sec & Penalties Non Teeter 10	5/10/2006	5/11/2006	April	
H/O Property Tax Relief 3	5/10/2006	5/11/2006		35%
Secured # 7	5/18/2006	5/19/2006	Collections at 05-12-2006	10% - 15%
Supplemental 10	5/18/2006	5/19/2006	Collections for April	
State-Assessed Public Utility 2	5/25/2006	5/26/2006	2 nd Installment Collections	49% - 50%
ERAF 4 - Schools	5/25/2006	5/26/2006	For Schools	RDA tax shift, \$21.6 million
H/O Property Tax Relief 4	6/8/2006	6/9/2006		15%
ERAF 5 - Schools	6/8/2006	6/9/2006	For Schools	\$52 million + growth
Pr Yr Sec & Penalties Non Teeter 11	6/14/2006	6/15/2006	May	
Unsecured Final	6/20/2006	6/21/2006	Collections at 05-31-2006	2%- 5%
Supplemental 11	6/20/2006	6/21/2006	Collections for May	
Delq. PY Unsecured	6/20/2006	6/21/2006	06-01-05 through 05-31-06 Collections	
ERAF 6 - Schools	6/29/2006	6/30/2006	For Schools	Balance in Fund
Secured - Final	7/13/2006	7/14/2006	Final Collections at Year-end	1% - 2%
Pr Yr Sec & Penalties Non Teeter 12	7/13/2006	7/14/2006	June	
Supplemental 12	7/13/2006	7/14/2006	Collections for June	
Delq. PY Suppl. Taxes & Penalties:	7/13/2006	7/14/2006	07-01-05 through 06-30-06 Collections	
Teeter Plan	7/18/2006	7/19/2006	Actual Final Delinquencies	1% - 3%

[Apportionment Schedule Letter]

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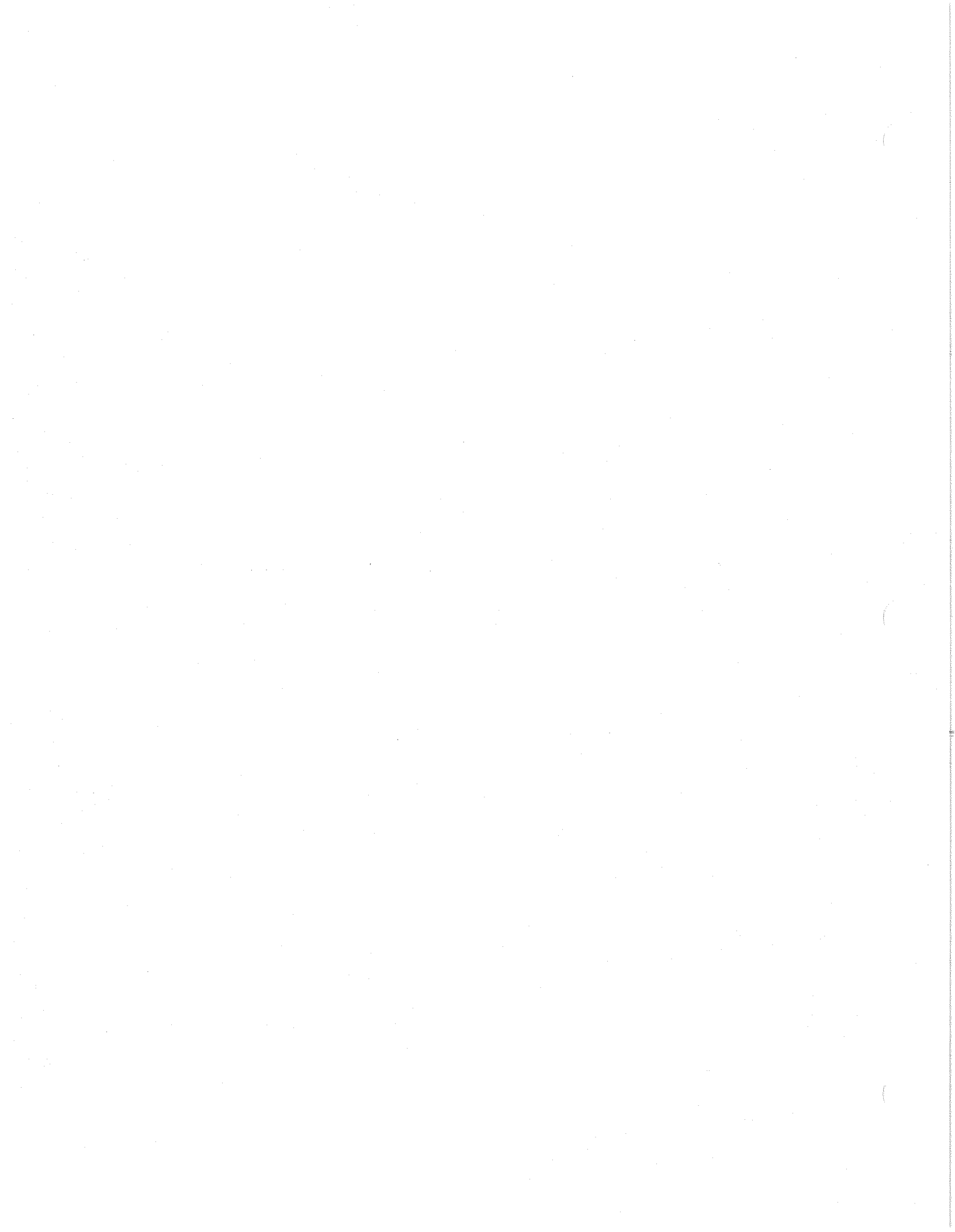
Fund Balance Report
Post-Petition Balances (B/S Account 8010 - Cash)
November 28, 2005

Fiscal Year 2005-2006

	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
06/30/05	122,422.78	10,357.21	165,189.49	837,101.17	10,106.39	1,145,177.04	308,075.87
07/31/05	122,741.64	10,382.49	165,592.69	760,016.26	10,131.05	1,068,864.13	308,847.87
08/31/05	123,044.94	10,408.15	166,001.88	601,465.37	10,156.09	911,076.43	309,611.06
09/30/05	123,366.14	10,435.32	166,435.23	629,662.56	10,182.61	940,081.86	310,419.30
10/31/05	123,699.64	10,463.53	166,885.16	511,382.72	10,210.14	822,641.19	311,258.47
11/30/05	124,033.15	10,491.74	167,335.11	534,616.78	10,237.67	846,714.45	312,097.67
12/31/05	124,393.83	10,522.25	167,821.70	861,368.68	10,267.44	1,174,373.90	313,005.22
01/31/06						0.00	0.00
02/28/06						0.00	0.00
03/31/06						0.00	0.00
04/30/06						0.00	0.00
05/31/06						0.00	0.00
06/30/06						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 2004-2005

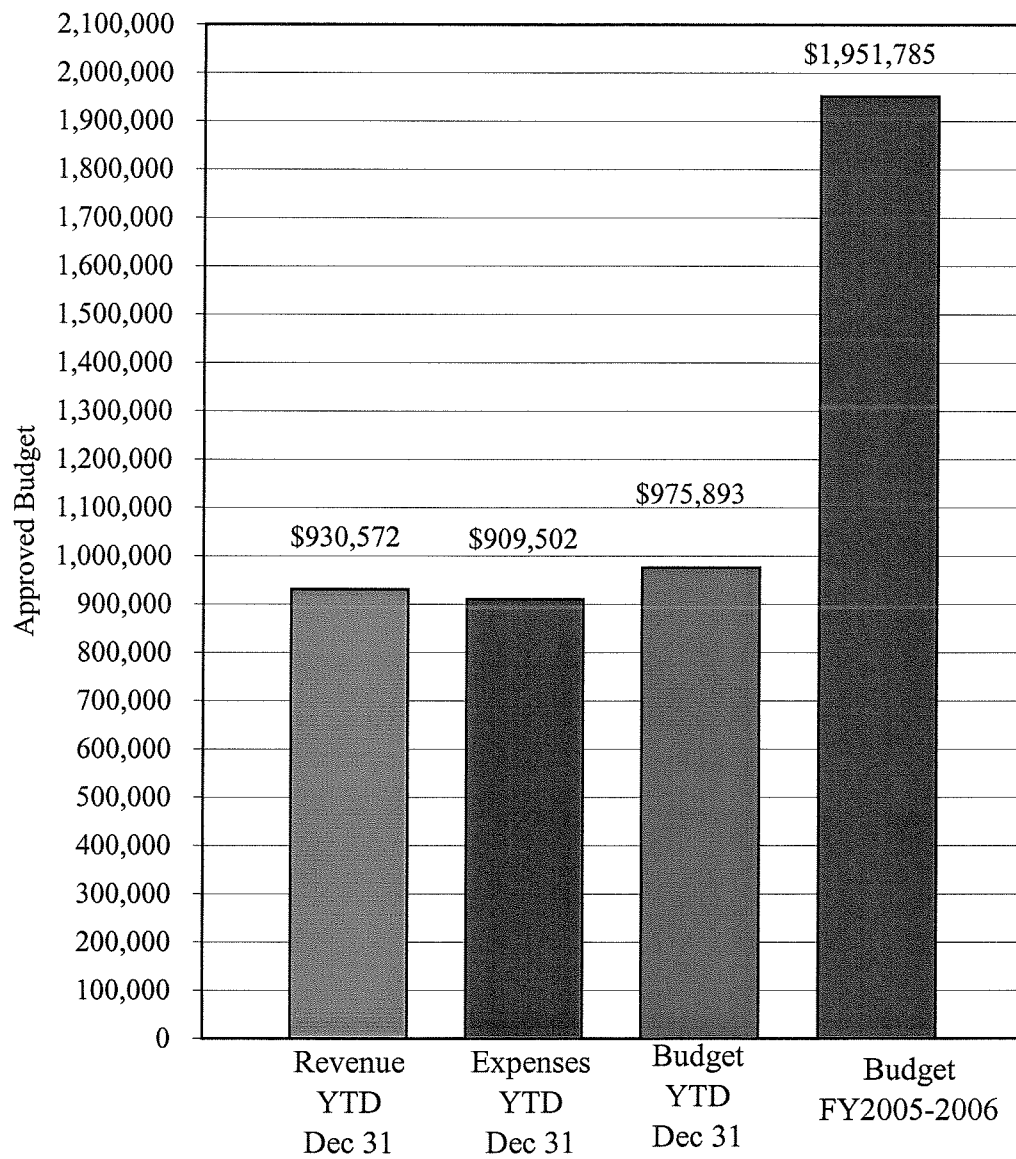
	Fund 702	Fund 703	Fund 706	Fund 707	Fund 708	TOTAL	TOTAL
	Maj Equip/Struc	Auto Replac	Bond Redempt	General Fund	Sick Lv Payoff	ALL FUNDS	EXCL GEN FUND
06/30/04	120,216.46	10,168.91	162,185.96	707,872.67	9,922.64	1,010,366.64	302,493.97
07/31/04	120,332.88	10,178.76	162,343.02	657,770.13	9,932.25	960,557.04	302,786.91
08/31/04	120,450.85	10,188.74	162,502.17	531,470.57	9,941.98	834,554.31	303,083.74
09/30/04	120,739.55	10,213.16	162,891.67	459,788.59	9,965.81	763,598.78	303,810.19
10/31/04	120,896.28	10,226.42	163,103.11	447,074.31	9,978.75	751,278.87	304,204.56
11/30/04	120,883.45	10,225.33	163,085.79	474,439.99	9,977.69	778,612.25	304,172.26
12/31/04	121,058.44	10,240.13	163,321.88	760,018.61	9,992.13	1,064,631.19	304,612.58
01/31/05	121,244.85	10,255.90	163,573.36	741,355.45	10,007.52	1,046,437.08	305,081.63
02/28/05	121,456.53	10,273.81	163,858.93	700,519.23	10,024.99	1,006,133.49	305,614.26
03/31/05	121,679.20	10,292.64	164,159.33	664,264.14	10,043.37	970,438.68	306,174.54
04/30/05	121,930.13	10,313.85	164,159.33	907,923.87	10,064.08	1,214,391.26	306,467.39
05/31/05	122,177.95	10,334.81	164,832.20	1,011,076.12	10,084.54	1,318,505.62	307,429.50
06/30/05	122,422.78	10,357.21	165,189.49	837,101.17	10,106.39	1,145,177.04	308,075.87
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 2005 - 2006

General Fund Cash Flow





PLACENTIA LIBRARY DISTRICT
REVENUE REPORT FOR FUND 707

(Prepared from the Orange County Auditor's Report)
January 16, 2006

OBJECT CODE	DESCRIPTION	FY2005-2006 BUDGETED	FY2005-2006 YTD	FY2004-2005 YTD	FY2005-2006 DEC 2005	FY2004-2005 DEC 2004	FY2005-2006 % EXP BUD
6210-00	Prop. Taxes - current secured	1,333,163.00	610,520.21	642,240.76	463,306.87	493,097.54	45.79%
6210-01	Public Utility	22,500.00	0.00	0.00	0.00	0.00	0.00%
6210-04	Teeter Plan - current delinquent	12,500.00	0.00	0.00	0.00	0.00	
	TOTAL PROP. TAXES - CURRENT SECURED	1,368,163.00	610,520.21	642,240.76	463,306.87	493,097.54	44.62%
6220	PROP. TAXES - CURRENT UNSECURED	61,000.00	54,632.83	53,829.90	0.00	0.00	89.56%
6230-00	Prop. Taxes - Prior Secured	13,000.00	16,231.99	0.00	0.00	0.00	
6230-01	Prior year's secured final apportionment	0.00	0.00	0.00	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	15,295.19	12,766.29	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	31,527.18	12,766.29	0.00	0.00	242.52%
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	58,000.00	44,936.10	32,221.70	10,545.85	10,478.13	77.48%
6280-01	Final supplemental for prior years	0.00	0.00	3,269.35	0.00	0.00	
	TOTAL PROP. TAXES SUPPLEMENTAL - CURREN	58,000.00	44,936.10	35,491.05	10,545.85	10,478.13	77.48%
6300	PROP. TAXES SUPPLEMENTAL - PRIOR	1,400.00	1,744.74	2,035.01	0.00	0.00	124.62%
6540	PENALTIES & COSTS ON DELINQUENT TAXES	0.00	0.00	0.00	0.00	0.00	
	TOTAL TAXES	1,506,313.00	743,361.06	746,363.01	473,852.72	503,575.67	49.35%

REVENUE REPORT FOR FUND 707
(Prepared from the Orange County Auditor's Report)
January 16, 2006

OBJECT CODE	DESCRIPTION	FY2005-2006 BUDGETED	FY2005-2006 YTD	FY2004-2005 YTD	FY2005-2006 DEC 2005	FY2004-2005 DEC 2004	FY2005-2006 % EXP BUD
6610-00	Interest	10,000.00	9,387.80	3,881.36	1,613.17	726.38	93.88%
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	10,000.00	9,387.80	3,881.36	1,613.17	726.38	93.88%
6690	STATE - HOMEOWNER PROP TAX RELIEF	17,000.00	2,544.49	2,582.58	2,544.49	2,582.58	14.97%
6970-00	State - ILL & Direct Loan Reimbursement	14,000.00	11,258.34	5,214.15	0.00	0.00	80.42%
6970-01	State - CA Foundation Funds	21,402.00	16,317.06	0.00	0.00	0.00	
6970-02	State - CA Literacy Campaign	58,000.00	30,000.00	30,000.00	0.00	0.00	51.72%
6970-03	State - Family Literacy	0.00	8,514.00	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	70,000.00	21,885.00	8,520.00	0.00	0.00	
6970-07 & 66	State - Timber Yield Apport & ERAF Bailout	70.00	8,000.00	0.00	0.00	0.00	58.71%
	TOTAL STATE - OTHER GOVERNMENTAL	163,472.00	95,974.40	43,734.15	0.00	0.00	
7130-00	BANKRUPTCY RECOVERY DISTRIBUTIONS	0.00	0.00	0.00	0.00	0.00	
7670-00	Local Revenue	30,000.00	29,957.52	12,498.39	7,492.94	2,889.03	99.86%
7670-01	Local Revenue -- Passport	210,000.00	49,346.43	63,903.06	17,404.22	12,587.64	23.50%
7670-02 & 56	Local Revenue -- Non-Gov't. Grants & Gifts	15,000.00	0.00	2,000.00	0.00	0.00	
	TOTAL LOCAL REVENUE	255,000.00	79,303.95	78,401.45	24,897.16	15,476.67	31.10%
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	1,951,785.00	930,571.70	874,962.55	502,907.54	522,361.30	47.68%

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
January 16, 2005

OBJECT CODE	DESCRIPTION	FY2005-2006 BUDGETED	FY2005-2006 YTD	FY2004-2005 YTD	FY2005-2006 DEC 05	FY2004-2005 DEC 04	FY2005-2006 % EXP BUD
0100	Salaries & Wages	927,954	446,428.20	315,572.21	53,919.95	58,547.46	48.11%
0200	Retirement (Social Security & Pension Contribution)	126,197	78,781.03	25,025.00	48,498.47	4,478.88	62.43%
	Health & Life Insurance/Blue Shield CA	111,128	53,803.48	21,680.00	9,842.06	(480.00)	48.42%
	Long Term Disability/Hartford	4,780	1,753.39	1,129.94	0.00	303.19	36.68%
	Life Insurance/Fortis & Protective Life/Assurant	2,721	759.69	226.80	122.85	0.00	27.92%
	Vision Service Plan/VSP	2,501	1,442.72	1,237.31	240.60	416.00	57.69%
	Dental/Ameritas	8,006	5,035.80	2,590.00	0.00	0.00	62.90%
0300	Total Employee Insurance	129,136	62,795.08	26,864.05	10,205.51	239.19	48.63%
0310	Unemployment Insurance	-	409.00	3,772.00	0.00	3,414.00	
0350	Workers Compensation - General	11,000	2,690.00	5,461.00	0.00	3,142.00	24.45%
	TOTAL SALARIES & EMPLOYEE BENEFITS	1,194,287	591,103.31	376,694.26	112,623.93	69,821.53	49.49%
0700-00	Communications - Telephone	3,000	1,237.23	1,070.57	64.23	14.45	41.24%
0700-01	Communications - Modem/Fax	8,400	3,579.65	2,974.33	626.96	342.53	42.61%
0700-02	Communications - Internet/Database	-	0.00	0.00	0.00	0.00	
0700-05	Communications - Cataloging & Acquisitions Vendor	2,700	1,508.50	1,077.50	215.50	431.00	55.87%
0700-07	Communications - ELLI Grant	-	0.00	0.00	0.00	0.00	
0700-08	Communications - Adult Literacy	1,400	648.47	480.32	113.95	45.79	46.32%
	Total Communications	15,500	6,973.85	5,602.72	1,020.64	833.77	44.99%
0900-00	Food - General Fund	600	158.54	415.04	60.91	152.80	26.42%
0900-07	Food - ELLI Grant	-	0.00	0.00	0.00	0.00	
0900-08	Food - Adult Literacy	500	13.04	30.17	0.00	0.00	2.61%
0090-09	Food - Families for Literacy	-	275.05	0.00	275.05	0.00	40.60%
	Total Food	1,100	446.63	445.21	335.96	152.80	
1000-00	Household Expense	5,000	7,591.29	2,373.01	527.97	141.50	151.83%
1100-00	Insurance - Liability	12,000	12,281.93	11,001.77	0.00	0.00	102.35%

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
January 16, 2005

OBJECT CODE	DESCRIPTION	FY2005-2006 BUDGETED	FY2005-2006 YTD	FY2004-2005 YTD	FY2005-2006 DEC 05	FY2004-2005 DEC 04	FY2005-2006 % EXP BUD
1300-00	Maintenance of Equipment - General Fund (Other than Computer)	5,000	1,414.50	1,358.00	115.50	0.00	28.29%
1300-01	Maintenance of Equipment - General Fund (Computer)	25,000	12,540.00	6,500.00	540.00	0.00	50.16%
1300-07	Maintenance of Equipment - ELLI Grant	-	0.00	0.00	0.00	0.00	0.00%
1300-08	Maintenance of Equipment - Adult Literacy	500	0.00	0.00	0.00	0.00	0.00%
1300-09	Maintenance of Equipment - Families for Literacy	-	0.00	0.00	0.00	0.00	0.00%
	Total Maintenance of Equipment	30,500	13,954.50	7,858.00	655.50	0.00	45.75%
	HVAC	7,500	3,729.01	1,597.05	160.00	353.91	49.72%
	Carpet Cleaning	2,750	0.00	2,200.00	0.00	0.00	0.00%
	Groundskeeping, City of Placentia	27,500	10,276.19	8,168.43	1,549.67	2,045.00	37.37%
	Plumbing	3,000	1,804.87	988.59	0.00	195.00	60.16%
	Electrical	4,000	0.00	1,004.73	0.00	0.00	0.00%
	Cleaning Service	16,000	7,950.00	4,800.00	1,450.00	0.00	49.69%
	Locksmith	1,000	76.50	60.89	0.00	0.00	7.65%
	Other (Includes Fire Alarm & Extinguishers)	5,000	1,266.14	1,416.35	240.00	0.00	25.32%
1400-00	Total Maintenance of Building & Grounds	66,750	25,102.71	20,236.04	3,399.67	2,593.91	37.61%
1600-00	Memberships - General Fund	3,750	4,666.42	700.00	4,431.42	660.00	124.44%
1600-07	Memberships - ELLI Grant	-	0.00	0.00	0.00	0.00	0.00%
1600-08	Memberships - Adult Literacy	1,000	0.00	550.00	0.00	435.00	0.00%
1600-09	Memberships - Families for Literacy	-	150.00	0.00	150.00	0.00	0.00%
	Total Memberships	4,750	4,816.42	1,250.00	4,581.42	1,095.00	101.40%
1700-00	Miscellaneous Expense - General Fund	7,740	0.00	0.00	0.00	0.00	0.00%
1700-07	Miscellaneous Expense - ELLI Grant	-	0.00	0.00	0.00	0.00	0.00%
1700-08	Miscellaneous Expense - Adult Literacy	22,953	0.00	0.00	0.00	0.00	0.00%
1700-09	Miscellaneous Expense - Families for Literacy	-	0.00	0.00	0.00	0.00	0.00%
	Total Miscellaneous Expense	30,693	0.00	0.00	0.00	0.00	0.00%

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
January 16, 2005

OBJECT CODE	DESCRIPTION	FY2005-2006 BUDGETED	FY2005-2006 YTD	FY2004-2005 YTD	FY2005-2006 DEC 05	FY2004-2005 DEC 04	FY2005-2006 % EXP BUD
1800-00	Library Supplies	15,000	14,538.48	9,803.01	2,205.56	0.00	96.92%
	Printing	13,000	6,785.98	5,168.42	1,332.66	1,397.49	52.20%
	EZ Copy - copy cards for sale to patrons	-	0.00	0.00	0.00	0.00	
	Publications	1,100	680.27	82.79	0.00	0.00	61.84%
	Paper	700	423.55	278.85	0.00	0.00	60.51%
	Drinking Water Service	350	122.00	147.50	0.00	29.50	34.86%
	Other Office Supplies	15,000	18,016.60	6,469.79	4,126.05	187.10	120.11%
	Total Office Supply Expense - General Fund	45,150	40,566.88	21,950.36	7,664.27	1,614.09	89.85%
1800-07	ELLI Grant Supply Expense	-	0.00	0.00	0.00	0.00	
1803-00	Printing	2,000	2,438.42	1,712.25	299.93	0.00	121.92%
	Publications	2,500	0.00	0.00	0.00	0.00	0.00%
	Paper	-	0.00	0.00	0.00	0.00	
	Other Office Supplies	1,000	2,494.58	824.17	786.36	662.98	249.46%
	Total Adult Literacy Office Supply Expense	5,500	4,933.00	2,536.42	1,086.29	662.98	89.69%
1800-09	Supply Expense Families for Literacy	2,000	0.00	0.00	0.00	0.00	0.00%
	Total Office Expense	52,650	45,499.88	24,486.78	8,750.56	2,277.07	86.42%
1803-00	Postage Expense - General Fund	6,000	3,306.80	2,044.30	489.01	494.30	55.11%
1803-01	Postage Expense - LSCA II Grant	-	0.00	0.00	0.00	0.00	0.00%
1803-08	Postage Expense - Adult Literacy	100	0.00	9.30	0.00	9.30	0.00%
1803-09	Postage Expense - Families for Literacy	-	0.00	0.00	0.00	0.00	0.00%
	Total Postage Expense	6,100	3,306.80	2,053.60	489.01	503.60	54.21%

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
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 January 16, 2005

OBJECT CODE	DESCRIPTION	FY2005-2006 BUDGETED	FY2005-2006 YTD	FY2004-2005 YTD	FY2005-2006 DEC 05	FY2004-2005 DEC 04	FY2005-2006 % EXP BUD
	Care Resources (Employee Assistance)	420	210.00	175.00	35.00	35.00	50.00%
	Pension Contribution & Operating Expenses	7,000	4,695.05	4,303.55	0.00	1,303.43	67.07%
	Anaheim Consortium Automated Library System	35,000	645.96	646.06	0.00	0.00	1.85%
	Library Board Consultants & Legal	5,000	8,242.54	3,449.95	1,417.74	0.00	164.85%
	Clipping Service	600	225.00	168.00	45.00	42.00	37.50%
	Interest Allocation & Tax Collection Charges by Orange County	9,800	1,000.00	1,033.72	0.00	0.00	10.20%
	Advertising (Including WEB Site)	2,500	2,095.00	959.70	555.00	0.00	83.80%
	Medical Exams	1,500	1,380.50	973.50	92.50	85.50	92.03%
	Collection Services - Accounts Receivable	2,800	617.55	766.54	89.50	0.00	22.06%
	Audit & Accounting Services	10,000	2,671.00	5,026.00	0.00	0.00	26.71%
	Payroll Preparation	4,000	2,282.82	1,139.69	107.81	0.00	57.07%
	Election Expenses	-	0.00	0.00	0.00	0.00	
	Staff Training in Library	3,500	0.00	0.00	0.00	0.00	0.00%
	Other (Includes Contract Storyteller)	14,500	25,117.87	9,106.69	886.95	0.00	173.23%
1900-00	Total Specialized Services - General Fund	96,620	49,183.29	27,748.40	3,229.50	1,465.93	50.90%
1900-01	Specialized Services - Spanish Literacy	3,000	609.70	0.00	609.70	0.00	20.32%
1900-07	Specialized Services - ELLI Grant	-	0.00	0.00	0.00	0.00	
1900-08	Specialized Services - Adult Literacy	9,000	6,435.50	1,041.48	431.92	0.00	71.51%
1900-09	Specialized Services - Families for Literacy	-	0.00	0.00	0.00	0.00	
1900-18	Tax Collection Services & Fees by Orange County	15,000	1,662.87	473.70	1,158.26	339.13	11.09%
	Total Specialized Services	123,620	57,891.36	29,263.58	5,429.38	1,805.06	46.83%
1912-00	Investment Administrative fees for Orange County	700	349.28	246.28	48.38	51.77	49.90%
2000-00	Legal Notices - General Fund	1,000	0.00	200.25	0.00	0.00	0.00%
2000-01	Legal Notices - LSCA II Grant	-	0.00	0.00	0.00	0.00	
	Total Legal Notices	1,000	0.00	200.25	0.00	0.00	0.00%

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
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January 16, 2005

OBJECT CODE	DESCRIPTION	FY2005-2006 BUDGETED	FY2005-2006 YTD	FY2004-2005 YTD	FY2005-2006 DEC 05	FY2004-2005 DEC 04	FY2005-2006 % EXP BUD
2100-00	Rents/Leases-Equipment	700	331.10	364.39	0.00	165.97	47.30%
2200-00	Semi-Annual Bond Payment & Quarterly Energy Loan Payment	105,000	14,089.60	29,454.37	0.00	0.00	13.42%
2300-00	Small Tools/Instruments	-	0.00	0.00	0.00	0.00	
2400-00	Special Department Expense - Miscellaneous	-	32.47	1,010.45	6.00	0.00	
2400-01	Special Department Expense- Books	184,435	41,334.60	22,131.58	11,883.19	16,223.70	
2400-02	Special Department Expense - Video	-	1,384.22	4,115.36	260.91	1,243.04	
2400-03	Special Department Expense - Electronic	-	(8,102.19)	10,069.61	7,066.97	4,188.36	
2400-04	Special Department Expense - Periodicals	-	9,751.44	523.74	7,763.84	0.00	
2400-05	Special Department Expense - Audio	-	10,615.01	2,309.97	2,293.47	2,309.97	
2400-07	Special Department Expense - ELLJI Grant	-	0.00	0.00	0.00	0.00	
2400-08	Special Department Expense - Adult Literacy	2,000	5,963.74	1,752.38	825.43	1,324.18	298.19%
2400-09	Special Department Expense - Families for Literacy	-	0.00	0.00	0.00	0.00	
	Total Special Department Expense	186,435	60,979.29	41,913.09	30,099.81	25,289.25	32.71%
2600-00	Transportation/Travel - General	-	0.00	0.00	0.00	0.00	
2700-00	Transportation/Travel - Meetings, Staff Out of Town	7,500	1,779.61	75.20	869.50	0.00	23.73%
2700-01	Transportation/Travel - Meetings, Staff Local	4,500	8,830.15	1,444.80	2,199.06	344.93	196.23%
2700-02	Transportation/Travel - Meetings, Board Out of Town	1,500	0.00	165.00	0.00	67.00	0.00%
2700-03	Transportation/Travel - Meetings, Board Local	750	746.00	31.31	34.00	0.00	99.47%
2700-04	Transportation/Travel - Meetings, LSCA II Grant	-	0.00	0.00	0.00	0.00	
2700-07	Transportation/Travel - Meetings, ELLJI Grant	1,000	404.93	473.40	40.00	55.00	0.00%
2700-08	Transportation/Travel - Meetings - Adult Literacy	-	0.00	25.00	0.00	0.00	
2700-09	Transportation/Travel - Meetings - Families for Literacy	-	0.00	2,214.71	3,142.56	466.93	77.12%
	Total Transportation/Travel - Meetings	15,250	11,760.69	2,214.71	3,142.56	466.93	
	Electricity	60,000	27,623.99	20,399.90	2,597.26	5,155.44	46.04%
	Gas	8,500	3,113.52	760.34	1,243.04	335.91	36.63%
	Water	4,250	2,653.78	1,725.31	331.54	377.58	62.44%
2800-00	Total Utilities	72,750	33,391.29	22,885.55	4,171.84	5,868.93	45.90%
	TOTAL SUPPLIES & SERVICES	730,498	298,766.62	201,849.35	62,652.70	41,245.56	40.90%

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
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January 16, 2005

OBJECT CODE	DESCRIPTION	FY2005-2006 BUDGETED	FY2005-2006 YTD	FY2004-2005 YTD	FY2005-2006 DEC 05	FY2004-2005 DEC 04	FY2005-2006 %EXP BUD
3700-00	Taxes, Assessments (Sales Tax & Sewer Assessment)	7,000	3,829.12	2,916.22	0.00	0.00	54.70%
4000-00	Equipment - General Fund	20,000	11,255.35	5,426.30	1,108.73	0.00	56.28%
4000-07	Equipment - ELLI Grant	-	0.00	0.00	0.00	0.00	
4000-08	Equipment - Adult Literacy	-	4,547.76	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	15,803.11	5,426.30	1,108.73	0.00	79.02%
4200-00	Structures/Improvements	-	0.00	0.00	0.00	0.00	
	TOTAL EQUIPMENT EXPENSE	20,000	15,803.11	5,426.30	1,108.73	0.00	79.02%
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	1,951,785	909,502.16	586,886.13	176,385.36	111,067.09	46.60%
	Spanish Literacy Summary Object Code line 117 01						
	ELLI Grant Summary Object Code 07	3,000	610	0	610	0	20.32%
	CLC Summary Object Code 08	1,000	0	0	0	0	0.00%
	FFL Grant Summary Object Code 09	42,953	22,946	6,873	2,498	2,532	53.42%
	TOTAL LITERACY (Excluding Personnel)	2,000	425	25	425	0	21.25%
	TOTAL LITERACY (Excluding Personnel)	46,953	23,371.49	6,898	2,923	2,532	49.78%

Placentia Library District
Balance Sheet
As of December 31, 2005

	<u>Dec 31, 05</u>
ASSETS	
Current Assets	
Checking/Savings	
County Exempt - Checking	2,503.67
County Exempt - Savings	9,412.80
General Fund - Checking	9,742.68
General Fund - Savings	38,366.65
Literacy Fund - Savings	11,079.03
Payroll Checking - Wells Fargo	11,430.63
Payroll Checking (CDs)	
0028205565	21,830.67
0028205573	21,830.67
Total Payroll Checking (CDs)	<u>43,661.34</u>
Total Checking/Savings	<u>126,196.80</u>
Total Current Assets	<u>126,196.80</u>
TOTAL ASSETS	<u><u>126,196.80</u></u>
LIABILITIES & EQUITY	
Equity	
Retained Earnings	41,406.99
Total Capital	68,808.81
Net Income	15,981.00
Total Equity	<u>126,196.80</u>
TOTAL LIABILITIES & EQUITY	<u><u>126,196.80</u></u>

7:18 AM

01/12/06

Accrual Basis

**Placentia Library District
Profit & Loss by Class
July through December 2005**

	County Exempt Fund	General Fund	Literacy Fund	Payroll Fund	TOTAL
Income					
COE Directors Fund (Friends)	1,000.00	0.00	0.00	0.00	1,000.00
COE Interest	24.09	0.00	0.00	0.00	24.09
COE Life Insur Suplmt(EDM)	259.22	0.00	0.00	0.00	259.22
COE Meeting Room Income	3,115.00	0.00	0.00	0.00	3,115.00
COE Miscellaneous Income	135.00	0.00	0.00	0.00	135.00
COE Passport Chck Reimbursement	28,120.04	0.00	0.00	0.00	28,120.04
COE Staff Appreciation Reimb	500.00	0.00	0.00	0.00	500.00
COE Storytime (Friends)	50.00	0.00	0.00	0.00	50.00
COE Test Proctoring Income	635.00	0.00	0.00	0.00	635.00
GF Bankcard Deposit	0.00	53,971.59	0.00	0.00	53,971.59
GF Cash Register - Audio Visual	0.00	6.00	0.00	0.00	6.00
GF Cash Register - Childrens	0.00	550.60	0.00	0.00	550.60
GF Cash Register - Copy/Debit	0.00	2,525.61	0.00	0.00	2,525.61
GF Cash Register - Fines	0.00	7,902.43	0.00	0.00	7,902.43
GF Cash Register - Lost Items	0.00	1,261.75	0.00	0.00	1,261.75
GF Cash Register - Misc.	0.00	241.55	0.00	0.00	241.55
GF cash register - Passport Pho	0.00	6,843.00	0.00	0.00	6,843.00
GF Cash Register - Reserves	0.00	824.68	0.00	0.00	824.68
GF County Reimbursements	0.00	11,274.54	0.00	0.00	11,274.54
GF Deposit Correction Income	0.00	10.00	0.00	0.00	10.00
GF Fed Work Study Reimbursement	0.00	18,153.43	0.00	0.00	18,153.43
GF Interest	0.00	88.12	0.00	0.00	88.12
GF Miscellaneous income	0.00	12,740.22	0.00	0.00	12,740.22
GF Notary	0.00	330.00	0.00	0.00	330.00
GF Passport Revenue	0.00	48,072.54	0.00	0.00	48,072.54
GF Special Grants	0.00	10,000.00	0.00	0.00	10,000.00
GF State Library Grants	0.00	82,284.00	0.00	0.00	82,284.00
GF State Library Reimbursements	0.00	8,558.59	0.00	0.00	8,558.59
LIT Interest Inc - Savings	0.00	0.00	33.45	0.00	33.45
PA Wire Transfer from County	0.00	0.00	0.00	504,265.45	504,265.45
PA Wire Transfer from Paychex	0.00	0.00	0.00	600.00	600.00
Total Income	33,838.35	265,638.65	33.45	504,865.45	804,375.90
Expense					
COE Bank fees	53.00	0.00	0.00	0.00	53.00
COE Childn's Summer Rdng Prgm	1,835.37	0.00	0.00	0.00	1,835.37
COE Children's Camp Library	723.01	0.00	0.00	0.00	723.01
COE Friend's Director's Fund	704.30	0.00	0.00	0.00	704.30
COE Life Insurance payment	1,303.90	0.00	0.00	0.00	1,303.90
COE Meeting Room Maintenance	777.60	0.00	0.00	0.00	777.60
COE Miscellaneous Expense	250.00	0.00	0.00	0.00	250.00
COE Passport Expenses	24,403.30	0.00	0.00	0.00	24,403.30
COE Staff Appreciation	880.00	0.00	0.00	0.00	880.00
COE Transfer to COE Checking	0.00	2,102.90	0.00	0.00	2,102.90
GF Bank Return Check Item/Fees	0.00	84.00	0.00	0.00	84.00
GF Bankcard Service Charge	0.00	1,541.32	0.00	0.00	1,541.32
GF Food	0.00	613.98	0.00	0.00	613.98
GF Household Expenses	0.00	286.77	0.00	0.00	286.77
GF Library Materials (books)	0.00	6.00	0.00	0.00	6.00
GF Literacy	0.00	2,078.21	0.00	0.00	2,078.21
GF Miscellaneous	0.00	1,052.05	0.00	0.00	1,052.05
GF Office Expense	0.00	6,332.17	0.00	0.00	6,332.17
GF Postage	0.00	2.15	0.00	0.00	2.15
GF Prof & Spec Services	0.00	332.68	0.00	0.00	332.68
GF Registration/trans/travel	0.00	126.25	0.00	0.00	126.25
GF Transfer to COE	0.00	17,238.94	0.00	0.00	17,238.94
GF Transfer to GF Savings	0.00	15,647.33	0.00	0.00	15,647.33
GF Transfers to County	0.00	199,601.23	0.00	0.00	199,601.23
GF Travel Literacy	0.00	203.66	0.00	0.00	203.66
GF Travel Staff	0.00	1,476.04	0.00	0.00	1,476.04
GF Travel Trustees	0.00	65.00	0.00	0.00	65.00
PA Empi 457 Plan Contribution	0.00	0.00	0.00	24,453.69	24,453.69
PA Employee 125 Co-Pay	0.00	0.00	0.00	4,372.44	4,372.44
PA Employee Life Insurance	0.00	0.00	0.00	259.22	259.22
PA Payroll Taxes	0.00	0.00	0.00	121,004.57	121,004.57
PA Salaries	0.00	0.00	0.00	358,583.82	358,583.82
Total Expense	30,930.48	248,790.68	0.00	508,673.74	788,394.90
Net Income	2,907.87	16,847.97	33.45	-3,808.29	15,981.00

Placentia Library District Reconciliation Detail

County Exempt - Checking, Period Ending 12/31/2005

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						6,148.47
Cleared Transactions						
Checks and Payments - 53 items						
Check	11/12/2005	5981	Passport Services	X	-186.00	-186.00
Check	11/15/2005	5989	Passport Services	X	-127.00	-313.00
Check	11/15/2005	5990	Passport Services	X	-67.00	-380.00
Check	11/22/2005	5995	Passport Services	X	-67.00	-447.00
Check	11/26/2005	5999	Passport Services	X	-127.00	-574.00
Check	11/26/2005	6000	Passport Services	X	-67.00	-641.00
Check	11/27/2005	6003	Passport Services	X	-223.00	-864.00
Check	11/27/2005	6004	Passport Services	X	-67.00	-931.00
Check	11/27/2005	6002	Passport Services	X	-156.00	-1,087.00
Check	11/27/2005	6005	Passport Services	X	-52.00	-1,139.00
Check	11/27/2005	6001	Passport Services	X	-67.00	-1,206.00
Check	11/28/2005	6008	Passport Services	X	-127.00	-1,333.00
Check	11/28/2005	6009	Passport Services	X	-254.00	-1,587.00
Check	11/28/2005	6006	Passport Services	X	-67.00	-1,654.00
Check	11/28/2005	6007	Passport Services	X	-127.00	-1,781.00
Check	11/29/2005	6010	Passport Services	X	-127.00	-1,908.00
Check	11/29/2005	6011	Passport Services	X	-127.00	-2,035.00
Check	11/29/2005	6012	Passport Services	X	-52.00	-2,087.00
Check	11/30/2005	6013	Passport Services	X	-119.00	-2,206.00
Check	12/1/2005	6014	Gretchen Callahan	X	-125.00	-2,331.00
Check	12/1/2005	6019	La Vie En Rose	X	-75.00	-2,406.00
Check	12/1/2005	6017	Passport Services	X	-127.00	-2,533.00
Check	12/2/2005	6022	Floral Supply Syndi...	X	-29.74	-2,562.74
Check	12/3/2005	6023	Passport Services	X	-125.65	-2,688.39
Check	12/3/2005	6025	Passport Services	X	-127.00	-2,815.39
Check	12/3/2005	6026	Passport Services	X	-127.00	-2,942.39
Check	12/5/2005	6027	Passport Services	X	-52.00	-2,994.39
Check	12/6/2005	6034	Passport Services	X	-127.00	-3,121.39
Check	12/6/2005	6028	Passport Services	X	-67.00	-3,188.39
Check	12/6/2005	6029	Passport Services	X	-127.00	-3,315.39
Check	12/7/2005	6032	Caroline Gurkweitz	X	-723.01	-4,038.40
Check	12/7/2005	6031	Monnig Interior Desi...	X	-353.87	-4,392.27
Check	12/7/2005	6030	Placentia Library G...	X	-56.71	-4,448.98
Check	12/8/2005	6035	Passport Services	X	-336.00	-4,784.98
Check	12/8/2005	6036	Passport Services	X	-134.00	-4,918.98
Check	12/8/2005	6037	Passport Services	X	-125.65	-5,044.63
Check	12/12/2005	6038	Passport Services	X	-67.00	-5,111.63
Check	12/12/2005	6039	Passport Services	X	-67.00	-5,178.63
Check	12/13/2005	6040	Passport Services	X	-104.00	-5,282.63
Check	12/13/2005	6041	Passport Services	X	-112.00	-5,394.63
Check	12/14/2005	6042	Passport Services	X	-127.00	-5,521.63
Check	12/17/2005	6044	Passport Services	X	-134.00	-5,655.63
Check	12/17/2005	6043	Passport Services	X	-171.00	-5,826.63
Check	12/19/2005	6047	Passport Services	X	-127.00	-5,953.63
Check	12/19/2005	6046	Passport Services	X	-67.00	-6,020.63
Check	12/19/2005	6045	Passport Services	X	-67.00	-6,087.63
Check	12/19/2005	6048	Passport Services	X	-67.00	-6,154.63
Check	12/20/2005	6050	Passport Services	X	-112.00	-6,266.63
Check	12/20/2005	6049	Passport Services	X	-67.00	-6,333.63
Check	12/20/2005	6051	Passport Services	X	-127.00	-6,460.63
Check	12/21/2005	6052	Passport Services	X	-112.00	-6,572.63
Check	12/22/2005	6053	Passport Services	X	-67.00	-6,639.63
Check	12/31/2005			X	-11.00	-6,650.63
Total Checks and Payments					-6,650.63	-6,650.63

Placentia Library District
Reconciliation Detail
County Exempt - Checking, Period Ending 12/31/2005

Type	Date	Num	Name	Clr	Amount	Balance
Deposits and Credits - 12 items						
Deposit	11/30/2005			X	179.00	179.00
Check	12/2/2005	6020	Stats	X	0.00	179.00
Deposit	12/4/2005			X	127.00	306.00
Deposit	12/7/2005			X	1,317.00	1,623.00
Deposit	12/10/2005			X	125.65	1,748.65
Deposit	12/12/2005			X	500.00	2,248.65
Deposit	12/13/2005			X	104.00	2,352.65
Deposit	12/19/2005			X	134.00	2,486.65
Deposit	12/20/2005			X	194.00	2,680.65
Deposit	12/22/2005			X	612.00	3,292.65
Deposit	12/28/2005			X	374.00	3,666.65
Deposit	12/29/2005			X	127.00	3,793.65
Total Deposits and Credits					3,793.65	3,793.65
Total Cleared Transactions					-2,856.98	-2,856.98
Cleared Balance					-2,856.98	3,291.49
Uncleared Transactions						
Checks and Payments - 7 items						
Check	12/30/2004	5396	Frederick Henry Bur...		-13.35	-13.35
Check	12/1/2005	6021	Kendal Flowers		-103.47	-116.82
Check	12/27/2005	6054	Passport Services		-239.00	-355.82
Check	12/28/2005	6056	Passport Services		-67.00	-422.82
Check	12/29/2005	6058	Passport Services		-171.00	-593.82
Check	12/29/2005	6057	Passport Services		-127.00	-720.82
Check	12/29/2005	6059	Passport Services		-67.00	-787.82
Total Checks and Payments					-787.82	-787.82
Deposits and Credits - 1 item						
Deposit	12/15/2005				500.00	500.00
Total Deposits and Credits					500.00	500.00
Total Uncleared Transactions					-287.82	-287.82
Register Balance as of 12/31/2005					-3,144.80	3,003.67
New Transactions						
Checks and Payments - 14 items						
Check	1/3/2006	6060	Passport Services		-67.00	-67.00
Check	1/3/2006	6061	Passport Services		-156.00	-223.00
Check	1/4/2006	6062	Passport Services		-67.00	-290.00
Check	1/4/2006	6064	Passport Services		-67.00	-357.00
Check	1/4/2006	6063	Passport Services		-67.00	-424.00
Check	1/5/2006	6065	Passport Services		-67.00	-491.00
Check	1/5/2006	6066	Passport Services		-67.00	-558.00
Check	1/7/2006	6068	Passport Services		-67.00	-625.00
Check	1/7/2006	6067	Passport Services		-52.00	-677.00
Check	1/9/2006	6072	Passport Services		-52.00	-729.00
Check	1/9/2006	6071	Passport Services		-67.00	-796.00
Check	1/9/2006	6070	Passport Services		-112.00	-908.00
Check	1/9/2006	6069	Passport Services		-127.00	-1,035.00
Check	1/10/2006	6073	Passport Services		-67.00	-1,102.00
Total Checks and Payments					-1,102.00	-1,102.00

Placentia Library District
Reconciliation Detail
County Exempt - Checking, Period Ending 12/31/2005

Type	Date	Num	Name	Clr	Amount	Balance
Deposits and Credits - 7 items						
Deposit	1/3/2006				67.00	67.00
Deposit	1/4/2006				223.00	290.00
Deposit	1/5/2006				201.00	491.00
Deposit	1/8/2006				67.00	558.00
Deposit	1/8/2006				52.00	610.00
Deposit	1/9/2006				112.00	722.00
Deposit	1/10/2006				194.00	916.00
Total Deposits and Credits					916.00	916.00
Total New Transactions					-186.00	-186.00
Ending Balance					<u>-3,330.80</u>	<u>2,817.67</u>

Edward
1/19/2006

Placentia Library District Reconciliation Detail

County Exempt - Savings, Period Ending 12/31/2005

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						9,872.26
Cleared Transactions						
Checks and Payments - 1 item						
Check	11/28/2005	1546	Greg's Carpet & Up...	X	-155.52	-155.52
Total Checks and Payments					-155.52	-155.52
Deposits and Credits - 13 items						
Deposit	12/1/2005			X	35.00	35.00
Deposit	12/11/2005			X	159.94	194.94
Deposit	12/6/2005			X	35.00	229.94
Deposit	12/7/2005			X	30.00	259.94
Deposit	12/8/2005			X	35.00	294.94
Deposit	12/11/2005			X	35.00	329.94
Deposit	12/12/2005			X	19.94	349.88
Deposit	12/15/2005			X	65.00	414.88
Deposit	12/19/2005			X	500.00	914.88
Deposit	12/22/2005			X	30.00	944.88
Deposit	12/27/2005			X	30.00	974.88
Deposit	12/28/2005			X	19.94	994.82
Deposit	12/31/2005			X	5.14	999.96
Total Deposits and Credits					999.96	999.96
Total Cleared Transactions					844.44	844.44
Cleared Balance					844.44	10,716.70
Uncleared Transactions						
Checks and Payments - 1 item						
Check	12/20/2005	1547	Protective Life Insur...		-1,303.90	-1,303.90
Total Checks and Payments					-1,303.90	-1,303.90
Total Uncleared Transactions					-1,303.90	-1,303.90
Register Balance as of 12/31/2005					-459.46	9,412.80
New Transactions						
Checks and Payments - 1 item						
Check	1/4/2006	1548	Greg's Carpet & Up...		-155.52	-155.52
Total Checks and Payments					-155.52	-155.52
Deposits and Credits - 2 items						
Deposit	1/5/2006				140.00	140.00
Deposit	1/10/2006				19.94	159.94
Total Deposits and Credits					159.94	159.94
Total New Transactions					4.42	4.42
Ending Balance					<u>-455.04</u>	<u>9,417.22</u>

Corrected
1/10/2006

**Placentia Library District
Reconciliation Detail
General Fund - Checking, Period Ending 12/31/2005**

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						7,829.56
Cleared Transactions						
Checks and Payments - 19 items						
Check	11/4/2005	5206	Califa/PLS	X	-40.00	-40.00
Check	12/1/2005		Bank of the West	X	-4.50	-44.50
Check	12/1/2005	5223	Alexander Hernandez	X	-46.47	-90.97
Check	12/1/2005		Bank of the West	X	-296.56	-387.53
Check	12/1/2005	5222	Sam's Club	X	-101.01	-488.54
Check	12/6/2005	5224	Gem Meats	X	-13.92	-502.46
Check	12/7/2005	5227	Placentia Library G...	X	-4,312.53	-4,814.99
Check	12/7/2005	5228	Caroline Gurkweitz	X	-122.51	-4,937.50
Check	12/7/2005	5225	Placentia Library Di...	X	-30.00	-4,967.50
Check	12/7/2005	5226	Placentia Library Di...	X	-1,317.00	-6,284.50
Check	12/12/2005	5229	Placentia Library Di...	X	-500.00	-6,784.50
Check	12/13/2005	5230	Friends of Placentia...	X	-805.00	-7,589.50
Check	12/14/2005	5231	Rembrandt's Beauti...	X	-10.00	-7,599.50
Check	12/15/2005	5233	Placentia Library Di...	X	-500.00	-8,099.50
Check	12/20/2005	5234	CTS	X	-246.75	-8,346.25
Check	12/20/2005	5235	Friends of Placentia...	X	-240.00	-8,586.25
Check	12/21/2005	5238	Placentia Library Di...	X	-500.00	-9,086.25
Check	12/21/2005	5236	Sam's Club	X	-80.61	-9,166.86
Check	12/22/2005	5237	Sam's Club	X	-128.45	-9,295.31
Total Checks and Payments					-9,295.31	-9,295.31
Deposits and Credits - 33 items						
Check	11/30/2005	5221	U.S. Postmaster, Pl...	X	0.00	0.00
Deposit	12/1/2005			X	27.40	27.40
Deposit	12/2/2005			X	234.20	261.60
Deposit	12/2/2005			X	16.62	278.22
Deposit	12/5/2005			X	397.30	675.52
Deposit	12/6/2005			X	294.80	970.32
Deposit	12/7/2005			X	304.00	1,274.32
Deposit	12/8/2005			X	721.20	1,995.52
Deposit	12/9/2005			X	333.00	2,328.52
Deposit	12/9/2005			X	29.14	2,357.66
Deposit	12/11/2005			X	5,792.62	8,150.28
Deposit	12/12/2005			X	40.00	8,190.28
Deposit	12/12/2005			X	105.89	8,296.17
Deposit	12/12/2005			X	46.90	8,343.07
Deposit	12/13/2005			X	482.00	8,825.07
Deposit	12/14/2005			X	194.00	9,019.07
Check	12/14/2005	5232	Placentia Chamber ...	X	0.00	9,019.07
Deposit	12/14/2005			X	0.00	9,019.07
Deposit	12/14/2005			X	14.86	9,033.93
Deposit	12/15/2005			X	12.90	9,046.83
Deposit	12/16/2005			X	115.00	9,161.83
Deposit	12/19/2005			X	199.00	9,360.83
Deposit	12/19/2005			X	195.00	9,555.83
Deposit	12/20/2005			X	398.40	9,954.23
Deposit	12/20/2005			X	263.00	10,217.23
Deposit	12/21/2005			X	115.80	10,333.03
Deposit	12/22/2005			X	189.00	10,522.03
Deposit	12/22/2005			X	38.00	10,560.03
Deposit	12/23/2005			X	60.00	10,620.03
Deposit	12/23/2005			X	129.00	10,749.03
Deposit	12/28/2005			X	74.40	10,823.43
Deposit	12/29/2005			X	159.00	10,982.43
Deposit	12/30/2005			X	313.00	11,295.43
Total Deposits and Credits					11,295.43	11,295.43
Total Cleared Transactions					2,000.12	2,000.12
Cleared Balance					2,000.12	9,829.68

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**Placentia Library District
Reconciliation Detail
General Fund - Checking, Period Ending 12/31/2005**

Type	Date	Num	Name	Clr	Amount	Balance
Uncleared Transactions						
Checks and Payments - 2 items						
Check	9/28/2005	5179	Placentia Chamber ...		-12.00	-12.00
Check	12/27/2005	5239	Sinai Temple Blum...		-75.00	-87.00
Total Checks and Payments					-87.00	-87.00
Total Uncleared Transactions					-87.00	-87.00
Register Balance as of 12/31/2005					1,913.12	9,742.68
New Transactions						
Checks and Payments - 1 item						
Check	1/9/2006	5240	Sam's Club		-95.04	-95.04
Total Checks and Payments					-95.04	-95.04
Deposits and Credits - 1 item						
Deposit	1/9/2006				1,167.66	1,167.66
Total Deposits and Credits					1,167.66	1,167.66
Total New Transactions					1,072.62	1,072.62
Ending Balance					2,985.74	10,815.30

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**Placentia Library District
Reconciliation Detail
General Fund - Savings, Period Ending 12/31/2005**

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						39,650.46
Cleared Transactions						
Checks and Payments - 2 items						
Check	11/28/2005	1259	Orange County Aud...	X	-36,651.81	-36,651.81
Check	12/7/2005	1260	Orange County Aud...	X	-6,782.35	-43,434.16
Total Checks and Payments					-43,434.16	-43,434.16
Deposits and Credits - 29 items						
Deposit	11/30/2005			X	408.54	408.54
Deposit	12/1/2005			X	160.60	569.14
Deposit	12/3/2005			X	270.10	839.24
Deposit	12/4/2005			X	4,064.47	4,903.71
Deposit	12/4/2005			X	606.80	5,510.51
Deposit	12/5/2005			X	419.44	5,929.95
Deposit	12/6/2005			X	365.30	6,295.25
Deposit	12/7/2005			X	419.75	6,715.00
Deposit	12/7/2005			X	61.91	6,776.91
Deposit	12/8/2005			X	273.05	7,049.96
Deposit	12/8/2005			X	4,312.53	11,362.49
Deposit	12/10/2005			X	406.35	11,768.84
Deposit	12/11/2005			X	683.90	12,452.74
Deposit	12/12/2005			X	4.42	12,457.16
Deposit	12/12/2005			X	255.50	12,712.66
Deposit	12/13/2005			X	479.20	13,191.86
Deposit	12/15/2005			X	123.05	13,314.91
Deposit	12/15/2005			X	163.63	13,478.54
Deposit	12/17/2005			X	140.25	13,618.79
Deposit	12/19/2005			X	554.40	14,173.19
Deposit	12/19/2005			X	175.90	14,349.09
Deposit	12/20/2005			X	683.25	15,032.34
Deposit	12/21/2005			X	384.80	15,417.14
Deposit	12/22/2005			X	250.05	15,667.19
Deposit	12/22/2005			X	25,111.60	40,778.79
Deposit	12/27/2005			X	324.85	41,103.64
Deposit	12/28/2005			X	352.09	41,455.73
Deposit	12/29/2005			X	680.10	42,135.83
Deposit	12/31/2005			X	14.52	42,150.35
Total Deposits and Credits					42,150.35	42,150.35
Total Cleared Transactions					-1,283.81	-1,283.81
Cleared Balance					-1,283.81	38,366.65
Register Balance as of 12/31/2005					-1,283.81	38,366.65
New Transactions						
Checks and Payments - 1 item						
Check	1/4/2006	1261	Orange County Aud...		-37,414.51	-37,414.51
Total Checks and Payments					-37,414.51	-37,414.51
Deposits and Credits - 8 items						
Deposit	1/3/2006				572.40	572.40
Deposit	1/4/2006				989.98	1,562.38
Deposit	1/5/2006				718.74	2,281.12
Deposit	1/8/2006				900.00	3,181.12
Deposit	1/8/2006				452.25	3,633.37
Deposit	1/9/2006				230.40	3,863.77
Deposit	1/9/2006				367.18	4,230.95
Deposit	1/10/2006				726.65	4,957.60
Total Deposits and Credits					4,957.60	4,957.60
Total New Transactions					-32,456.91	-32,456.91
Ending Balance					-33,740.72	5,909.74

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Placentia Library District
Reconciliation Detail
Literacy Fund - Savings, Period Ending 12/31/2005

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						11,073.39
Cleared Transactions						
Deposits and Credits - 1 item						
Deposit	12/31/2005			X	5.64	5.64
Total Deposits and Credits					5.64	5.64
Total Cleared Transactions					5.64	5.64
Cleared Balance					5.64	11,079.03
Register Balance as of 12/31/2005					5.64	11,079.03
Ending Balance					5.64	11,079.03

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Placentia Library District Reconciliation Detail Payroll Checking - Wells Fargo, Period Ending 12/31/2005

Type	Date	Num	Name	Cir	Amount	Balance
Beginning Balance						42,042.45
Cleared Transactions						
Checks and Payments - 63 items						
Check	11/2/2005	5761	Bright Yuan	X	-806.70	-806.70
Check	11/16/2005	5815	Bright Yuan	X	-600.42	-1,407.12
Check	11/30/2005	5879	Arianna Hernandez	X	-143.49	-1,550.61
Check	11/30/2005	5878	Shannon Ford	X	-376.47	-1,927.08
Check	11/30/2005	5877	Marlon Daito	X	-149.94	-2,077.02
Check	11/30/2005	5876	Kamala Connors	X	-219.48	-2,296.50
Check	11/30/2005	5875	Angelica Alatorre	X	-248.18	-2,544.68
Check	11/30/2005	5873	Bright Yuan	X	-765.45	-3,310.13
Check	11/30/2005	5867	Allan Schlichter	X	-90.54	-3,400.67
Check	11/30/2005	5863	Kelleny Rivera	X	-63.90	-3,464.57
Check	11/30/2005	5862	Beatrice V. Quintanar	X	-965.22	-4,429.79
Check	11/30/2005	5855	Noreth Men	X	-140.38	-4,570.17
Check	11/30/2005	5849	Alexander Hernandez	X	-464.34	-5,034.51
Check	11/30/2005	5846	Wendy G. Goodson	X	-1,728.99	-6,763.50
Check	11/30/2005	5843	Gail Erwin	X	-276.65	-7,040.15
Check	11/30/2005	5840	Dorothy J. Cummings	X	-198.98	-7,239.13
Check	11/30/2005	5838	Gary Bell	X	-1,464.69	-8,703.82
Check	11/30/2005	5837	Lynn Baden	X	-73.73	-8,777.55
Check	11/30/2005		Paychex	X	-9,898.44	-18,675.99
Check	11/30/2005	5885	Hilda Rivera	X	-421.28	-19,097.27
Check	11/30/2005	5886	Evelyn Soqui	X	-219.48	-19,316.75
Check	11/30/2005	5887	Mano Takegami	X	-183.73	-19,500.48
Check	11/30/2005	5888	Din Thong	X	-238.99	-19,739.47
Check	11/30/2005	5889	Sothavy Ton	X	-250.69	-19,990.16
Check	11/30/2005	5890	Placentia Library Di...	X	-19.94	-20,010.10
Check	11/30/2005	5891	Nationwide Retirem...	X	-915.23	-20,925.33
Check	11/30/2005	5892	Tax Deferred Servic...	X	-795.00	-21,720.33
Check	11/30/2005	5881	Angie-An Mai	X	-505.71	-22,226.04
Check	11/30/2005	5882	Melissa Manzanarez	X	-311.85	-22,537.89
Check	11/30/2005	5883	Michaela Murphy	X	-234.19	-22,772.08
Check	11/30/2005	5884	Christina Perez	X	-103.80	-22,875.88
Check	11/30/2005	5848	Esther P. Guzman	X	-256.93	-23,132.81
Check	12/14/2005	5942	Din Thong	X	-315.04	-23,447.85
Check	12/14/2005	5940	Evelyn Soqui	X	-155.91	-23,603.76
Check	12/14/2005	5939	Hilda Rivera	X	-459.58	-24,063.34
Check	12/14/2005	5938	Christina Perez	X	-207.93	-24,271.27
Check	12/14/2005	5937	Michaela Murphy	X	-432.78	-24,704.05
Check	12/14/2005	5936	Melissa Manzanarez	X	-328.28	-25,032.33
Check	12/14/2005	5944	Orange County Aud...	X	-381.83	-25,414.16
Check	12/14/2005	5945	Placentia Library Di...	X	-19.94	-25,434.10
Check	12/14/2005	5933	Arianna Hernandez	X	-143.49	-25,577.59
Check	12/14/2005	5932	cynthia Gutierrez	X	-465.29	-26,042.88
Check	12/14/2005	5931	Shannon Ford	X	-376.47	-26,419.35
Check	12/14/2005	5930	Marlon Daito	X	-99.96	-26,519.31
Check	12/14/2005	5929	Kamala Connors	X	-408.59	-26,927.90
Check	12/14/2005	5928	Angelica Alatorre	X	-248.18	-27,176.08
Check	12/14/2005	5946	Nationwide Retirem...	X	-623.07	-27,799.15
Check	12/14/2005	5917	Kelleny Rivera	X	-122.61	-27,921.76
Check	12/14/2005	5916	Beatrice V. Quintanar	X	-758.52	-28,680.28
Check	12/14/2005	5909	Noreth Men	X	-70.19	-28,750.47
Check	12/14/2005	5904	Alexander Hernandez	X	-650.07	-29,400.54
Check	12/14/2005	5903	Esther P. Guzman	X	-354.75	-29,755.29
Check	12/14/2005	5901	Wendy G. Goodson	X	-1,707.83	-31,463.12
Check	12/14/2005	5898	Gail Erwin	X	-402.35	-31,865.47
Check	12/14/2005	5895	Dorothy J. Cummings	X	-185.60	-32,051.07
Check	12/14/2005	5893	Gary Bell	X	-1,464.69	-33,515.76
Check	12/14/2005		Paychex	X	-9,883.10	-43,398.86
Check	12/14/2005		Paychex	X	-20,316.02	-63,714.88
Check	12/14/2005	5947	Tax Deferred Servic...	X	-1,195.00	-64,909.88
Check	12/14/2005	5943	Sothavy Ton	X	-203.41	-65,113.29
Check	12/28/2005		Paychex	X	-9,266.13	-74,379.42
Check	12/28/2005		Paychex	X	-19,798.67	-94,178.09
Check	12/28/2005	5969	Beatrice V. Quintanar	X	-948.83	-95,126.92
Total Checks and Payments					-95,126.92	-95,126.92

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Placentia Library District Reconciliation Detail Payroll Checking - Wells Fargo, Period Ending 12/31/2005

Type	Date	Num	Name	Clr	Amount	Balance
Deposits and Credits - 3 items						
Deposit	12/8/2005			X	38,789.65	38,789.65
Deposit	12/21/2005			X	38,789.65	77,579.30
Check	12/28/2005	5984	Shannon Ford	X	0.00	77,579.30
Total Deposits and Credits					77,579.30	77,579.30
Total Cleared Transactions					-17,547.62	-17,547.62
Cleared Balance					-17,547.62	24,494.83
Uncleared Transactions						
Checks and Payments - 36 items						
Check	11/2/2005	5769	Maria Nayel Madero		-65.60	-65.60
Check	11/16/2005	5822	Maria Nayel Madero		-87.47	-153.07
Check	11/30/2005	5880	Maria Nayel Madero		-43.73	-196.80
Check	12/14/2005	5934	Maria Nayel Madero		-118.71	-315.51
Check	12/14/2005	5926	Bright Yuan		-594.53	-910.04
Check	12/14/2005	5941	Mano Takegami		-221.43	-1,131.47
Check	12/14/2005	5935	Angie-An Mai		-459.00	-1,590.47
Check	12/28/2005	5982	Angelica Alatorre		-248.18	-1,838.65
Check	12/28/2005	5983	Marlon Daito		-74.97	-1,913.62
Check	12/28/2005	5985	cynthia Gutierrez		-177.33	-2,090.95
Check	12/28/2005	5986	Arianna Hernandez		-74.97	-2,165.92
Check	12/28/2005	5987	Maria Nayel Madero		-74.97	-2,240.89
Check	12/28/2005	5988	Angie-An Mai		-269.03	-2,509.92
Check	12/28/2005	5989	Melissa Manzanarez		-419.29	-2,929.21
Check	12/28/2005	5990	Christina Perez		-103.80	-3,033.01
Check	12/28/2005	5991	Hilda Rivera		-382.99	-3,416.00
Check	12/28/2005	5992	Evelyn Soqui		-78.73	-3,494.73
Check	12/28/2005	5993	Mao Wen Sun		-143.49	-3,638.22
Check	12/28/2005	5994	Din Thong		-483.86	-4,122.08
Check	12/28/2005	5996	Orange County Aud...		-381.83	-4,503.91
Check	12/28/2005	5997	Placentia Library Di...		-19.94	-4,523.85
Check	12/28/2005	5998	Nationwide Retirem...		-1,134.77	-5,658.62
Check	12/28/2005	5999	Tax Deferred Servic...		-995.00	-6,653.62
Check	12/28/2005	5980	Bright Yuan		-659.36	-7,312.98
Check	12/28/2005	5971	Kelleny Rivera		-137.70	-7,450.68
Check	12/28/2005	5960	Alexander Hernandez		-468.36	-7,919.04
Check	12/28/2005	5959	Esther P. Guzman		-232.77	-8,151.81
Check	12/28/2005	5957	Wendy G. Goodson		-1,707.83	-9,859.64
Check	12/28/2005	5954	Gail Erwin		-324.76	-10,184.40
Check	12/28/2005	5951	Dorothy J. Cummings		-145.39	-10,329.79
Check	12/28/2005	5949	Gary Bell		-1,464.69	-11,794.48
Check	12/28/2005	5948	Lynn Baden		-151.64	-11,946.12
Check	12/28/2005	5995	Sothavy Ton		-244.84	-12,190.96
Check	12/29/2005	6000	Shannon Ford		-231.05	-12,422.01
Check	12/29/2005		Paychex		-178.83	-12,600.84
Check	12/29/2005	6001	Michaela Murphy		-463.36	-13,064.20
Total Checks and Payments					-13,064.20	-13,064.20
Total Uncleared Transactions					-13,064.20	-13,064.20
Register Balance as of 12/31/2005					-30,611.82	11,430.63

**Placentia Library District
Reconciliation Detail
Payroll Checking - Wells Fargo, Period Ending 12/31/2005**

Type	Date	Num	Name	Clr	Amount	Balance
New Transactions						
Checks and Payments - 23 items						
Check	1/11/2006	6004	Dorothy J. Cummings		-45.63	-45.63
Check	1/11/2006	6007	Gail Erwin		-331.75	-377.38
Check	1/11/2006	6010	Wendy G. Goodson		-1,785.11	-2,162.49
Check	1/11/2006	6012	Esther P. Guzman		-242.14	-2,404.63
Check	1/11/2006	6013	Alexander Hernandez		-439.34	-2,843.97
Check	1/11/2006	6017	Noreth Men		-210.55	-3,054.52
Check	1/11/2006	6025	Kelleny Rivera		-74.81	-3,129.33
Check	1/11/2006	6033	Bright Yuan		-620.23	-3,749.56
Check	1/11/2006	6035	Shannon Ford		-242.64	-3,992.20
Check	1/11/2006	6036	Angie-An Mai		-209.96	-4,202.16
Check	1/11/2006	6037	Hilda Rivera		-312.82	-4,514.98
Check	1/11/2006	6038	Mao Wen Sun		-143.53	-4,658.51
Check	1/11/2006	6039	Din Thong		-183.73	-4,842.24
Check	1/11/2006	6040	Sothavy Ton		-442.20	-5,284.44
Check	1/11/2006	6041	Sothavy Ton		-131.23	-5,415.67
Check	1/11/2006	6042	Orange County Aud...		-619.62	-6,035.29
Check	1/11/2006	6043	Placentia Library Di...		-19.94	-6,055.23
Check	1/11/2006	6044	Nationwide Retirem...		-794.23	-6,849.46
Check	1/11/2006	6045	Tax Deferred Servic...		-1,045.00	-7,894.46
Check	1/11/2006	6002	Gary Bell		-1,466.17	-9,360.63
Check	1/11/2006		Paychex		-9,568.18	-18,928.81
Check	1/11/2006		Paychex		-19,882.53	-38,811.34
Check	1/11/2006	6023	Beatrice V. Quintanar		-967.98	-39,779.32
Total Checks and Payments					-39,779.32	-39,779.32
Deposits and Credits - 1 item						
Deposit	1/4/2006				66,838.45	66,838.45
Total Deposits and Credits					66,838.45	66,838.45
Total New Transactions					27,059.13	27,059.13
Ending Balance					-3,552.69	38,489.76

EDW
1/12/2006

ACQUISITIONS REPORT FOR FISCAL YEAR 2005-2006 THROUGH THE MONTH OF DECEMBER 2005
 Prepared by Vernon Napier, Technical Services Manager

	GENERAL FUND		ADOPT-A-BOOK		TOTAL PURCHASED		DONATED		TOTAL ITEMS	
	Amount	Volumes	Amount	Volumes	Amount	Volumes	Value	Volumes	Amount	Volumes
Adult Fiction	\$6,612	343	\$0	0	\$6,612	343	\$980	43	\$7,592	386
Adult Circulating Non-Fiction	\$16,521	720	\$61	3	\$16,582	723	\$366	17	\$16,947	740
Adult Reference	\$3,944	23	\$0	0	\$3,944	23	\$0	0	\$3,944	23
Adult Print Continuations	\$12,758	2	\$0	0	\$12,758	2	\$0	0	\$12,758	2
Adult Electronic Continuations	\$9,792	2	\$0	0	\$9,792	2	\$0	0	\$9,792	2
Total Adult Non-Fiction	\$43,014	747	\$61	3	\$43,075	750	\$366	17	\$43,441	767
TOTAL ADULT PRINT MATERIALS	\$49,627	1090	\$61	3	\$49,687	1093	\$1,346	60	\$51,033	1153
Adult Audio/Music	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0
Adult Audio Books	\$5,888	86	\$0	0	\$5,888	86	\$220	4	\$6,108	90
Total Adult Audio	\$5,888	86	\$0	0	\$5,888	86	\$220	4	\$6,108	90
Adult Video Educational	\$506	22	\$0	0	\$506	22	\$0	0	\$506	22
Adult Video Entertainment	\$1,108	57	\$0	0	\$1,108	57	\$135	8	\$1,243	65
Total Adult Video	\$1,614	79	\$0	0	\$1,614	79	\$135	8	\$1,749	87
TOTAL ADULT NON-PRINT MATERIALS	\$7,502	165	\$0	0	\$7,502	165	\$355	12	\$7,857	177
TOTAL ADULT MATERIALS	\$57,129	1,255	\$61	3	\$57,189	1,258	\$1,701	72	\$58,890	1,330
Juvenile Fiction	\$2,344	226	\$0	0	\$2,344	226	\$582	57	\$2,926	283
Juvenile Circulating Non-Fiction	\$4,329	195	\$28	2	\$4,357	197	\$2,008	90	\$6,365	287
Juvenile Reference	\$814	5	\$0	0	\$814	5	\$0	0	\$814	5
Juvenile Print Continuations	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0
Juvenile Electronic Continuations	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0
Total Juvenile Print Materials	\$5,143	200	\$28	2	\$5,171	202	\$2,008	90	\$7,179	292
TOTAL JUVENILE PRINT MATERIALS	\$7,487	426	\$28	2	\$7,515	428	\$2,589	147	\$10,105	575
Juvenile Audio/Music	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0
Juvenile Audio Books	\$129	2	\$0	0	\$129	2	\$0	0	\$129	2
Total Juvenile Audio	\$129	2	\$0	0	\$129	2	\$0	0	\$129	2
Juvenile Video Educational	\$90	10	\$0	0	\$90	10	\$0	0	\$90	10
Juvenile Video Entertainment	\$468	39	\$0	0	\$468	39	\$0	0	\$468	39
Total Juvenile Video	\$558	49	\$0	0	\$558	49	\$0	0	\$558	49
TOTAL JUVENILE NON-PRINT MATERIALS	\$687	51	\$0	0	\$687	51	\$0	0	\$687	51
TOTAL JUVENILE MATERIALS	\$8,174	477	\$28	2	\$8,202	479	\$2,589	147	\$10,791	626
Total Fiction	\$8,957	569	\$0	0	\$8,957	569	\$1,562	100	\$10,518	669
Total Non-Fiction	\$48,157	1,052	\$89	5	\$48,246	952	\$2,373	107	\$50,619	1,059
Total Audio	\$6,017	947	\$0	0	\$6,017	88	\$220	4	\$6,237	92
Total Video	\$2,171	88	\$0	0	\$2,171	128	\$135	8	\$2,306	136
TOTAL MATERIALS	\$85,302	1,604	\$89	5	\$85,391	1,737	\$4,290	219	\$89,681	1,956

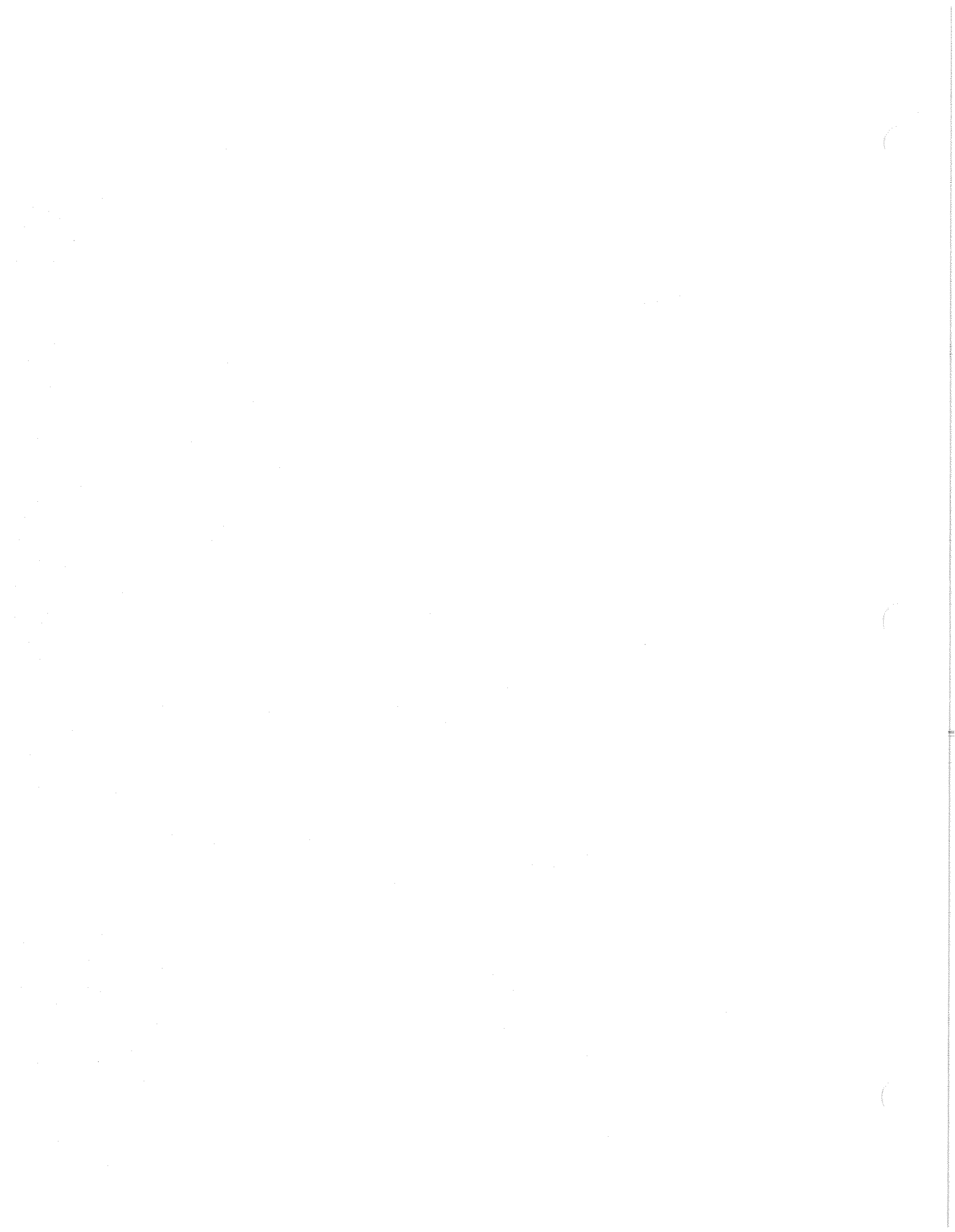
Outstanding Orders as of December 2005

General Fund \$10,933
 Adopt-a-book \$236
 TOTAL \$11,169

Entrepenurial Activities Report
 Net Revenue Summary
 December-05

	Dec-05	Dec-04	YTD 2005-06	YTD 2004-05
Passport	6,960.99	6,569.07	60,484.19	62,394.68
Passport Photos	830.00	0.00	5,690.00	0.00
Notary Public	60.00	0.00	160.00	0.00
Total	7,850.99	6,569.07	66,334.19	62,394.68

Prepared by: Wendy Goodson



Summary of Current Status Of Unique Management Accounts
January 16, 2006

Agenda Item 1

FY 05-06	New Accounts	Active Accounts	Paid in full current month	Amount received current month	Written off current month
July	16	771	3	579.74	0
August	9	781	5	864.12	0
September	13	817	1	1,662.46	0
October	17	823	3	728.54	0
November	11	834	3	537.12	0
December	17	841	4	499.74	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	0
TOTAL YTD	83	4867	19	4871.72	0

UNIQUE MANAGEMENT SERVICES, INC.

CREATED: 12/31/2005 3:40 PM TC

SUMMARY STATUS REPORT

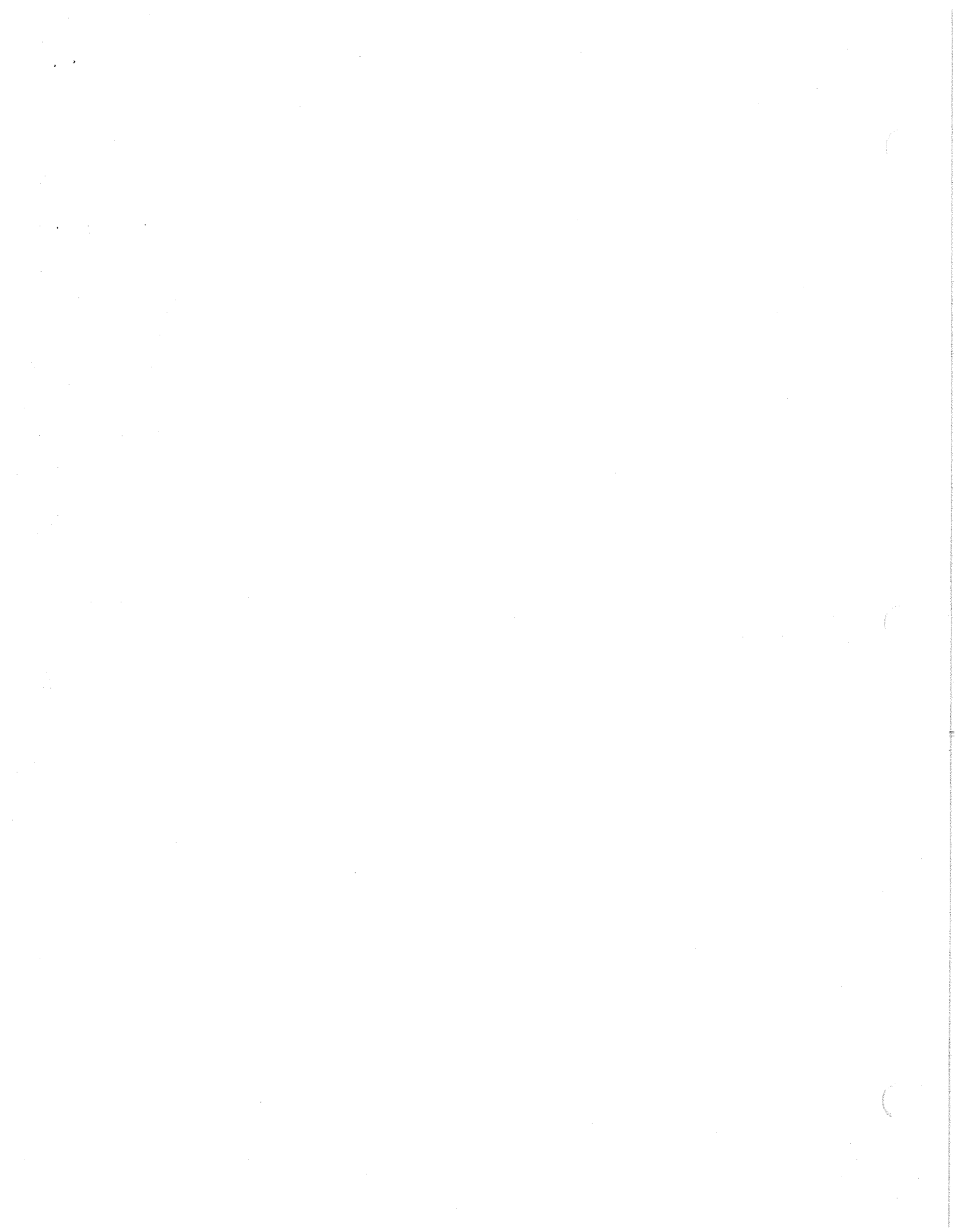
PAGE: 130

MS YESENIA GOMEZ
PLACENTIA LIBRARY DISTRICT
411 EAST CHAPMAN AVENUE
PLACENTIA CA 92870

CREDITOR: 286 -- PLACENTIA LIBRARY DISTRICT

DATES LISTED: 01/01/1900 TO 12/31/2005

Accounts Submitted	: 1,254	Dollars Submitted	: 116,725.37	Dollars Received	: 46,470.48
Bankruptcies	: 13	Dollars in Bankruptcy	: 1,079.61	Material Returned	: 13,030.23
Incorrect Addresses	: 167	Dollars in Skips	: 10,249.40	Dollars Waived	: 2,514.88
Patron Disputes/Suspends	: 1	Dollars in Dispute	: 0.00	Total Activated	: 79,743.78
Accounts in Process	: 1,073	Dollars in Process	: 101,219.86	% of Dollars Activated	: 78.78%
of Accounts Activated	: 841				
% of Accounts Activated	: 78.38%				



TO: Library Board of Trustees
 FROM: Elizabeth Minter, Library Director *EDM*
 DATE: January 16, 2006
SUBJECT: GIFT REPORT

The following gifts were received from Dec 1, 2005 through Dec 31, 2005.

ADOPT-A-BOOK DONATIONS

Hans & Sylvia Huygen

TOTAL AAB **\$57.90**

GENERAL FUND DONATIONS

Hugh & Gae Wood
 Jerry & Nancy Lone-Tollefson
 Rae & Richard Beverage
 Kenneth & Deborah Schwartz

Kenneth & Nadine Blansett
 Rusell & Joan Rice
 Margaret Horrocks
 Dr. Theodore & Mrs Anita Farkas

BOOK ENDOWMENT

Elizabeth & Fred Minter

TOTAL BE **\$50.00**

TOTAL GF **\$1,350.00**

TOTAL ALL DONATIONS	\$1,457.90
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Prepared By: Wendy Goodson



PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees

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

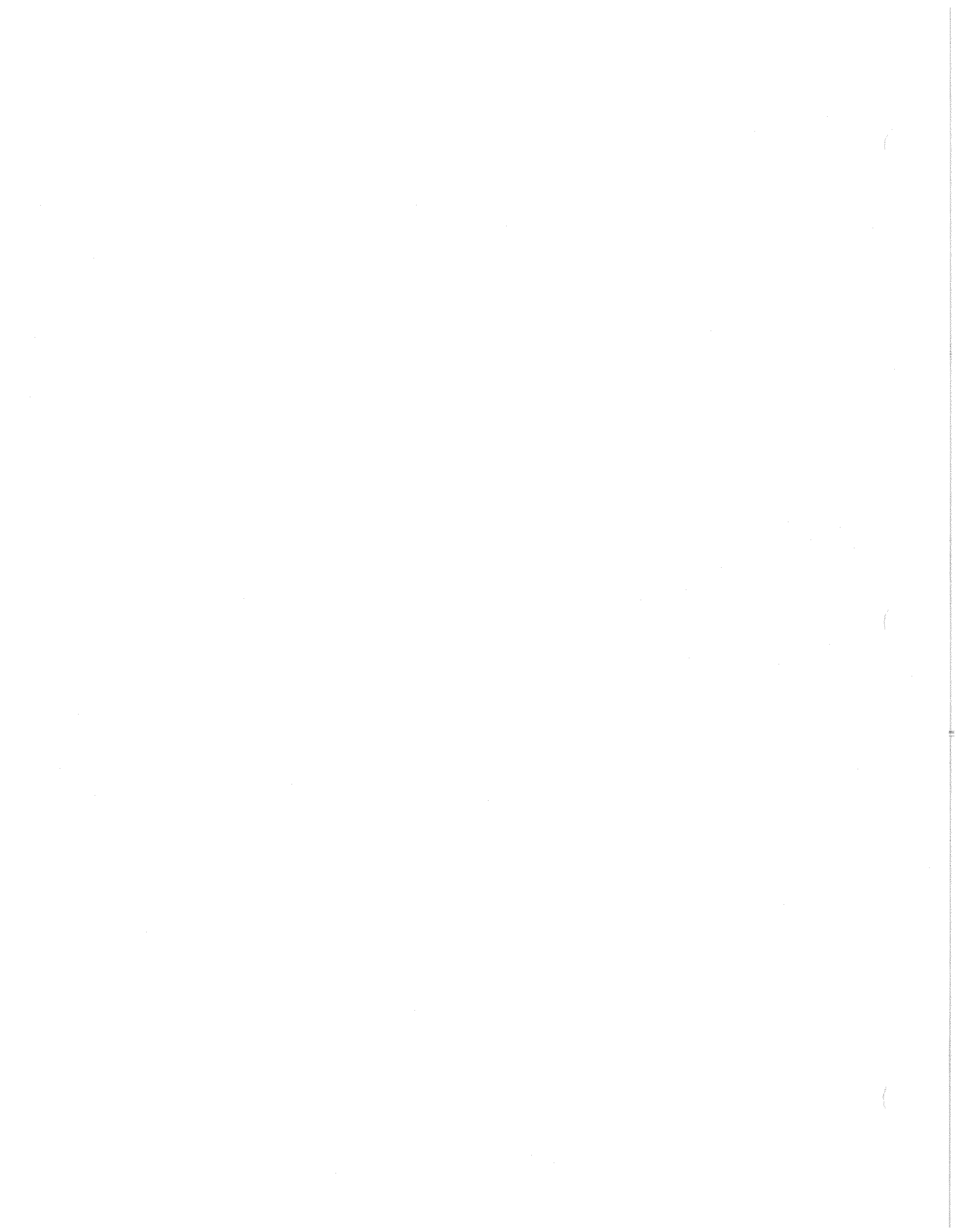
SUBJECT: **Building Maintenance Report for December 2005**

DATE: January 16, 2006

HVAC: 12-20-05 – Furnace not functioning. Needs replacement. Will forward proposal for furnace replacement.

Carpet Cleaners: 12-30-05 - Cleaned Meeting Room carpet.

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 December 2005
DATE: January 16, 2005

RESIGNATIONS:

None

APPOINTMENTS:

None

OPEN POSITIONS:

None

WORKERS' COMPENSATION LEAVE:

None

Prepared by: Wendy Goodson

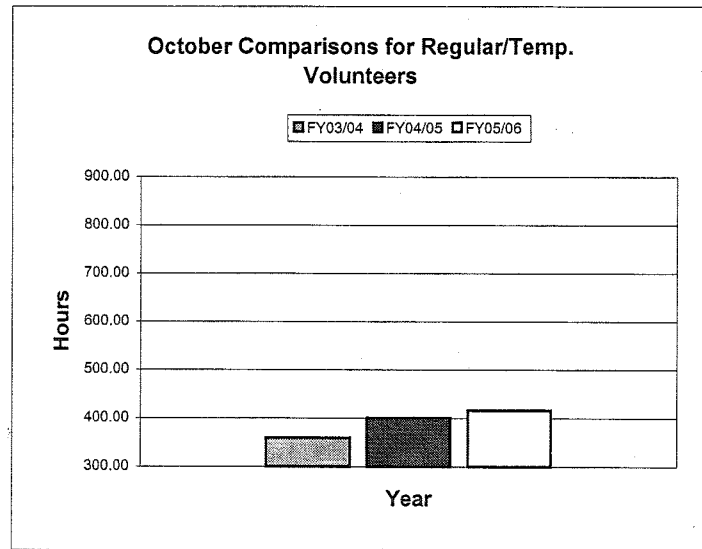
TO: Elizabeth D. Minter, Library Director

FROM: Laranne Remling, Development Director and Volunteer Coordinator *LR*

SUBJECT: Volunteer Report for Month of November 2005

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.

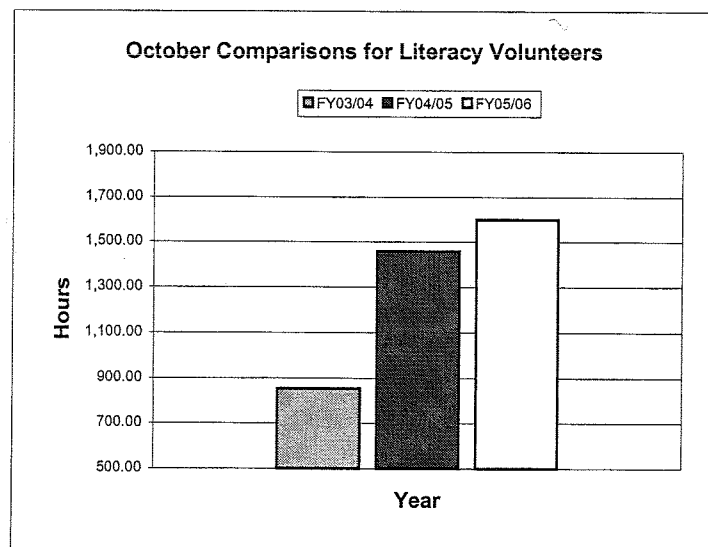
Regular/Temp. Volunteers Hours			
	FY03/04	FY04/05	FY05/06
July	735.25	948.25	1,027.50
August	551.50	696.25	784.50
September	385.00	482.00	470.75
October	388.75	487.75	458.25
November	388.25	461.00	516.00
December	359.50	400.75	416.00
January	439.00	*	
February	496.25	959.75	
March	489.25	846.50	
April	476.50	698.00	
May	460.25	559.75	
June	456.00	780.00	
	<u>5,625.50</u>	<u>7,320.00</u>	<u>3,673.00</u>



OF ACTIVE VOLUNTEERS FOR DECEMBER

Bookstore:	53
Regular:	9
Temporary:	9
Literacy:	136

Literacy Volunteers Hours			
	FY03/04	FY04/05	FY05/06
July	865.00	1,008.00	622.00
August	829.00	684.00	609.00
September	808.00	704.00	894.00
October	820.00	684.00	1,750.00
November	805.00	1,458.00	1,599.00
December	853.00	1,075.00	1,599.00
January	979.00	*	
February	1,472.00	2,084.00	
March	1,275.75	978.00	
April	1,152.00	976.00	
May	562.50	814.00	
June	526.50	1,041.00	
	<u>10,947.75</u>	<u>11,506.00</u>	<u>7,073.00</u>



* January 2005 hours are reported with February 2005 hours.

Placentia Library District
Circulation Report – December 2005

	Dec 2005	Dec 2004	Y-T-D 2005	Y-T-D 2004	Y-T-D % change
1st Time Checkouts	12,118	11,050	93,512	77,775	20%
Phone Renewals	971	1,007	5,764	8,279	-30%
In-Building Renewals	328	362	2,824	2,008	41%
TOTAL CHECKOUTS	13,417	12,419	102,100	88,062	16%
On-Time Checkins	14,757	13,406	104,625	85,759	22%
Late Checkins	1,030	1,009	6,429	5,709	13%
TOTAL CHECKINS	15,787	14,415	111,054	91,468	21%
Holdings Placed	388	484	3,075	3,329	-8%
Holdings Cancelled	9	57	115	240	-52%
Holdings Filled	350	373	2,505	2,562	-2%
NEW PATRON REGISTRATIONS	302	241	3,557	1,970	81%
CIRCULATION BY TYPE OF MATERIAL					
Adult Print	5,013	5,497	36,403	37,406	-3%
Juvenile Print	5,736	5,123	43,549	39,398	11%
Audio	1,714	846	7,171	5,819	23%
Visual	1,808	1,651	21,269	10,365	105%
TOTAL CIRCULATION	14,271	13,117	108,392	92,988	17%
CIRCULATION BY PLACE OF RESIDENCE					
To Placentia residents	8,208	7,800	64,935	56,175	16%
To Anaheim/Yorba Linda residents	2,541	2,256	18,763	15,423	22%
To residents outside Tri-City	3,522	3,061	24,694	21,390	15%
TYPES OF ACTIVE BORROWERS					
Adult	10,802	9,791			
Young Adult	236	221			
Juvenile	2,112	2,123			
New Borrower	654	749			
Other (staff)	336	234			
TOTAL ACTIVE BORROWERS *	14,140	13,118			
TOTAL REGISTERED BORROWERS **	23,719	20,043			
ATTENDANCE	31,478	28,146	188,731	197,523	-4%

* Active borrowers have used the Library this month

** Registered borrowers have used the Library within the past 12 months

PLACENTIA INVOICES

PERIOD COVERED FY2003-2004	DATE INVOICE	S. CA EDISON	TURF	GROUNDS	MAINT/ REPAIRS	CIV CTR SEISMIC	IRRIGATION CONTROL	TOTAL
Jul-03	07/24/03	4,522.91	1,150.57	650.77	207.50	0.00	7.20	6,538.95
Aug-03	08/07/03	5,933.96	1,566.39	604.52	0.00	0.00	7.20	8,112.07
Sep-03	09/08/03	5,103.96	1,370.47	604.52	215.00	0.00	7.19	7,301.14
Oct-03	10/13/03	2,650.78	1,150.57	604.52	107.50	0.00	7.19	4,520.56
Nov-03	11/10/03	4,002.21	1,150.57	604.52	107.50	0.00	7.24	5,872.04
Dec-03	12/12/03	3,276.82	2,064.00	604.52	1,520.17	0.00	7.23	7,472.74
Jan-04	01/13/04	2,950.98	1,407.66	705.74	155.00	0.00	7.24	5,226.62
Feb-04	02/10/04	2,987.54	1,150.57	568.93	107.50	0.00	7.23	4,821.77
Mar-04	03/08/04	3,020.00	1,150.57	619.54	107.50	0.00	7.20	4,904.81
Apr-04	04/08/04	3,046.38	1,150.57	619.54	107.50	0.00	7.45	4,931.44
May-04	05/12/04	3,106.89	1,150.57	619.54	107.50	0.00	0.00	4,984.50
Jun-04	06/15/04	3,544.04	1,150.57	647.62	215.00	0.00	7.28	5,564.51
TOTAL		39,623.56	14,462.51	6,803.51	2,750.17	0.00	72.45	63,712.20
AVG		3,301.96	1,205.21	566.96	229.18	0.00	6.04	5,309.35

PERIOD COVERED FY2004-2005	DATE INVOICE	S. CA EDISON	TURF	GROUNDS	MAINT/ REPAIRS	CIV CTR SEISMIC	IRRIGATION CONTROL	TOTAL
Jul-04	07/28/04	4,661.33	1,150.57	690.71	276.54	0.00	7.27	6,786.42
Aug-04	08/23/05	5,332.93	1,150.57	722.54	302.50	0.00	7.29	7,515.83
Sep-04	09/14/04	5,250.20	1,150.57	679.43	0.00	0.00	0.00	7,080.20
Oct-04	10/15/04	5,155.44	1,150.57	679.43	215.00	0.00	14.45	7,214.89
Nov-04	11/04/04	3,963.90	1,150.57	686.96	0.00	0.00	7.18	5,808.61
Dec-04	12/14/05	0.00	1,150.57	788.19	252.50	0.00	7.18	2,198.44
Jan-05	01/10/05	6,334.08	1,150.57	875.17	0.00	0.00	14.40	8,374.22
Feb-05	02/07/05	3,493.88	1,150.57	802.54	107.50	0.00	7.23	5,561.72
Mar-05	03/09/05	3,337.04	2,392.41	726.17	107.50	0.00	7.24	6,570.36
Apr-05	04/13/05	3,017.99	0.00	726.17	107.50	0.00	7.30	3,858.96
May-05	05/02/05	0.00	1,150.57	573.42	0.00	0.00	7.22	1,731.21
Jun-05	06/10/05	6,593.11	1,150.57	580.92	215.00	0.00	0.00	8,539.60
TOTAL		47,139.90	13,898.11	8,531.65	1,584.04	0.00	86.76	71,240.46
AVG		3,928.33	1,158.18	710.97	132.00	0.00	7.23	5,936.71

PERIOD COVERED FY2005-2006	DATE INVOICE	S. CA EDISON	TURF	GROUNDS	MAINT/ REPAIRS	CIV CTR SEISMIC	IRRIGATION CONTROL	TOTAL
Jul-05	07/11/05	4,306.02	1,150.57	649.79	0.00	0.00	14.68	6,121.06
Aug-05	08/08/05	5,806.71	1,150.57	649.79	107.50	0.00	7.42	7,721.99
Sep-05	09/12/05	5,666.05	1,150.57	243.44	460.73	0.00	7.20	7,527.99
Oct-05	10/05/02	5,323.86	1,150.57	184.99	215.00	0.00	0.00	6,874.42
Nov-05	11/03/05	3,277.59	1,150.57	354.93	107.50	0.00	14.37	4,904.96
Dec-05	12/12/05	2,597.26	1,150.57	291.60	107.50	0.00	7.20	4,154.13
Jan-06	01/10/06	2,154.68	2,104.43	385.17	2,366.02	0.00	7.20	7,017.50
Feb-06		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Mar-06		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Apr-06		0.00	0.00	0.00	0.00	0.00	0.00	0.00
May-06		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Jun-06		0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL		29,132.17	9,007.85	2,759.71	3,364.25	0.00	58.07	44,322.05
AVG		4,161.74	1,286.84	394.24	480.61	0.00	8.30	6,331.72

TOTAL DOLLARS SPENT

FY2003-2004	LABOR	EQUIPMENT	MATERIAL	TOTAL 50% LIBRARY	
Jul-03	1,035.04	174.00	0.00	1,209.04	604.52
Aug-03	1,035.04	174.00	0.00	1,209.04	604.52
Sep-03	1,035.04	174.00	0.00	1,209.04	604.52
Oct-03	1,035.04	174.00	0.00	1,209.04	604.52
Nov-03	1,035.04	174.00	0.00	1,209.04	604.52
Dec-03	1,207.48	204.00	0.00	1,411.48	705.74
Jan-04	963.86	174.00	0.00	1,137.86	568.93
Feb-04	1,050.08	189.00	0.00	1,239.08	619.54
Mar-04	1,050.08	189.00	0.00	1,239.08	619.54
Apr-04	1,050.08	189.00	0.00	1,239.08	619.54
May-04	1,106.24	189.00	0.00	1,295.24	647.62
Jun-04	1,177.42	204.00	0.00	1,381.42	690.71
TOTAL	12,780.44	2,208.00	0.00	14,988.44	7,494.22
AVG	1,065.04	184.00	0.00	1,249.04	624.52

TOTAL DOLLARS SPENT

FY2004-2005	LABOR	EQUIPMENT	MATERIAL	TOTAL 50% LIBRARY	
Jul-04	1,177.42	204.00	0.00	1,381.42	690.71
Aug-04	1,233.58	211.50	0.00	1,445.08	722.54
Sep-04	1,147.36	211.50	0.00	1,358.86	679.43
Oct-04	1,147.36	211.50	0.00	1,358.86	679.43
Nov-04	1,177.42	196.50	0.00	1,373.92	686.96
Dec-04	1,364.88	211.50	0.00	1,576.38	788.19
Jan-05	1,263.33	189.00	0.00	1,452.33	726.17
Feb-05	1,401.08	204.00	0.00	1,605.08	802.54
Mar-05	1,263.33	189.00	0.00	1,452.33	726.17
Apr-05	1,263.33	189.00	0.00	1,452.33	726.17
May-05	987.83	159.00	0.00	1,146.83	573.42
Jun-05	987.83	174.00	0.00	1,161.83	580.92
TOTAL	14,414.75	2,350.50	0.00	16,765.25	8,382.63
AVG	1,201.23	195.88	0.00	1,397.10	698.55

TOTAL DOLLARS SPENT

FY2005-2006	LABOR	EQUIPMENT	MATERIAL	TOTAL 50% LIBRARY	
Jul-05	1,125.58	174.00	0.00	1,299.58	649.79
Aug-05	1,125.58	174.00	0.00	1,299.58	649.79
Sep-05	372.88	114.00	0.00	486.88	243.44
Oct-05	339.98	30.00	0.00	369.98	184.99
Nov-05	610.86	99.00	0.00	709.86	354.93
Dec-05	484.20	99.00	0.00	583.20	291.60
Jan-06	770.34	0.00	0.00	770.34	385.17
Feb-06	0.00	0.00	0.00	0.00	0.00
Mar-06	0.00	0.00	0.00	0.00	0.00
Apr-06	0.00	0.00	0.00	0.00	0.00
May-06	0.00	0.00	0.00	0.00	0.00
Jun-06	0.00	0.00	0.00	0.00	0.00
TOTAL	4,829.42	690.00	0.00	5,519.42	2,759.71
AVG	689.92	98.57	0.00	788.49	394.24

DOLLARS BY TYPE OF WORKER

FY2003-2004	SUPERVISOR	CREWLEAD	SWEEPER	TRIMMER	MAINT WORK	TOTAL
Jul-03	284.72	240.48	60.56	0.00	449.28	1,035.04
Aug-03	284.72	240.48	60.56	0.00	449.28	1,035.04
Sep-03	284.72	240.48	60.56	0.00	449.28	1,035.04
Oct-03	284.72	240.48	60.56	0.00	449.28	1,035.04
Nov-03	284.72	240.48	60.56	0.00	449.28	1,035.04
Dec-03	284.72	300.60	60.56	0.00	561.60	1,207.48
Jan-04	213.54	240.48	60.56	0.00	119.28	633.86
Feb-04	213.54	270.54	60.56	0.00	505.44	1,050.08
Mar-04	213.54	270.54	60.56	0.00	505.44	1,050.08
Apr-04	213.54	270.54	60.56	0.00	505.44	1,050.08
May-04	213.54	270.54	60.56	0.00	561.60	1,106.24
Jun-04	284.72	270.54	60.56	0.00	561.60	1,177.42
TOTAL	3,060.74	3,096.18	726.72	0.00	5,566.80	12,450.44
AVG	255.06	258.02	60.56	0.00	463.90	1,037.54

DOLLARS BY TYPE OF WORKER

FY2004-2005	SUPERVISOR	CREWLEAD	SWEEPER	TRIMMER	MAINT WORK	TOTAL
Jul-04	284.72	270.54	60.56	0.00	561.60	1,177.42
Aug-04	284.72	270.54	60.56	0.00	617.76	1,233.58
Sep-04	284.72	240.48	60.56	0.00	561.60	1,147.36
Oct-04	284.72	240.48	60.56	0.00	561.60	1,147.36
Nov-04	284.72	270.54	60.56	0.00	561.60	1,177.42
Dec-04	355.90	330.66	60.56	0.00	617.76	1,364.88
Jan-05	337.76	310.95	65.80	0.00	548.82	1,263.33
Feb-05	379.98	345.50	65.80	0.00	609.80	1,401.08
Mar-05	337.76	310.95	65.80	0.00	548.82	1,263.33
Apr-05	337.76	310.95	65.80	0.00	548.82	1,263.33
May-05	253.32	241.85	65.80	0.00	426.86	987.83
Jun-05	253.32	241.85	65.80	0.00	426.86	987.83
TOTAL	3,679.40	3,385.29	758.16	0.00	6,591.90	14,414.75
AVG	306.62	282.11	63.18	0.00	549.33	1,201.23

DOLLARS BY TYPE OF WORKER

FY2005-2006	SUPERVISOR	CREWLEAD	SWEEPER	TRIMMER	MAINT WORK	TOTAL
Jul-05	295.54	276.40	65.80	0.00	487.84	1,125.58
Aug-05	295.54	276.40	65.80	0.00	487.84	1,125.58
Sep-05	168.88	138.20	65.80	0.00	0.00	372.88
Oct-05	168.88	138.20	32.90	0.00	0.00	339.98
Nov-05	337.76	207.30	65.80	0.00	0.00	610.86
Dec-05	211.10	207.30	65.80	0.00	0.00	484.20
Jan-06	253.32	207.30	65.80	0.00	243.92	770.34
Feb-06	0.00	0.00	0.00	0.00	0.00	0.00
Mar-06	0.00	0.00	0.00	0.00	0.00	0.00
Apr-06	0.00	0.00	0.00	0.00	0.00	0.00
May-06	0.00	0.00	0.00	0.00	0.00	0.00
Jun-06	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL	1,731.02	1,451.10	427.70	0.00	1,219.60	4,829.42
AVG	247.29	207.30	61.10	0.00	174.23	689.92

TIME BY TYPE OF WORKER

FY2003-2004	SUPERVISOR	CREWLEAD	SWEEPER	BLDG MAINT		MAINT WORK	TOTAL
				TRIMMER			
Jul-03	8.00	8.00	2.00	0.00		16.00	34.00
Aug-03	8.00	8.00	2.00	0.00		16.00	34.00
Sep-03	8.00	8.00	2.00	0.00		16.00	34.00
Oct-03	8.00	8.00	2.00	0.00		16.00	34.00
Nov-03	8.00	8.00	2.00	0.00		16.00	34.00
Dec-03	8.00	10.00	2.00	0.00		20.00	40.00
Jan-04	6.00	8.00	2.00	0.00		16.00	32.00
Feb-04	6.00	9.00	2.00	0.00		18.00	35.00
Mar-04	6.00	9.00	2.00	0.00		18.00	35.00
Apr-04	6.00	9.00	2.00	0.00		18.00	35.00
May-04	6.00	9.00	2.00	0.00		20.00	37.00
Jun-04	8.00	9.00	2.00	0.00		20.00	39.00
TOTAL	86.00	103.00	24.00	0.00		210.00	423.00
AVG	7.17	8.58	2.00	0.00		17.50	35.25

TIME BY TYPE OF WORKER

FY2004-2005	SUPERVISOR	CREWLEAD	SWEEPER	BLDG MAINT		MAINT WORK	TOTAL
				TRIMMER			
Jul-04	8.00	9.00	2.00	0.00		20.00	39.00
Aug-04	8.00	9.00	2.00	0.00		22.00	41.00
Sep-04	8.00	8.00	2.00	0.00		20.00	38.00
Oct-04	8.00	8.00	2.00	0.00		20.00	38.00
Nov-04	8.00	9.00	2.00	0.00		20.00	39.00
Dec-04	10.00	11.00	2.00	0.00		22.00	45.00
Jan-05	8.00	9.00	2.00	0.00		18.00	37.00
Feb-05	9.00	10.00	2.00	0.00		20.00	41.00
Mar-05	8.00	9.00	2.00	0.00		18.00	37.00
Apr-05	8.00	9.00	2.00	0.00		18.00	37.00
May-05	6.00	7.00	2.00	0.00		14.00	29.00
Jun-05	6.00	7.00	2.00	0.00		14.00	29.00
TOTAL	95.00	105.00	24.00	0.00		226.00	450.00
AVG	7.92	8.75	2.00	0.00		18.83	37.50

TIME BY TYPE OF WORKER

FY2005-2006	SUPERVISOR	CREWLEAD	SWEEPER	BLDG MAINT		MAINT WORK	TOTAL
				TRIMMER			
Jul-05	7.00	8.00	2.00	0.00		16.00	33.00
Aug-05	7.00	8.00	2.00	0.00		16.00	33.00
Sep-05	4.00	4.00	2.00	0.00		0.00	10.00
Oct-05	0.00	0.00	0.00	0.00		0.00	0.00
Nov-05	4.00	6.00	2.00	0.00		0.00	12.00
Dec-05	5.00	6.00	2.00	0.00		0.00	13.00
Jan-06	6.00	6.00	2.00	0.00		8.00	22.00
Feb-06	0.00	0.00	0.00	0.00		0.00	0.00
Mar-06	0.00	0.00	0.00	0.00		0.00	0.00
Apr-06	0.00	0.00	0.00	0.00		0.00	0.00
May-06	0.00	0.00	0.00	0.00		0.00	0.00
Jun-06	0.00	0.00	0.00	0.00		0.00	0.00
TOTAL	33.00	38.00	12.00	0.00		40.00	123.00
AVG	4.71	5.43	1.71	0.00		5.71	17.57

Elizabeth Minter

From: gneill@csgda.net
Sent: Friday, January 06, 2006 2:53 PM
To: eminter@placentalibrary.org
Subject: CSGDA Legislative Update - January 6, 2006

Legislature Returns

On Jan. 4, the Legislature returned to Sacramento following one of the most bitter partisan battles in recent years – the battle over the governor's initiatives that appeared on last November's special election ballot. Everyone has an opinion about how the session will evolve this election year and whether the governor and Democrats can put the special election behind them and work together. Time will tell. Also awaiting legislators are hundreds of 2-year bills that, if pending in their house of introduction, must be passed by Jan. 31. The Legislature's return also means that we will have a flood of new legislation, which must be introduced by Feb. 24. See the next page of this update for a complete calendar of important legislative dates.

State of the State: "I say build it"

The governor issued his State of the State address last evening, Jan. 5. After admitting that last November's special election was a mistake, he reiterated his desire to work with the Legislature on a number of his reforms, specifically addressing the structural problems with the state budget and taking redistricting out of the hands of the Legislature. The governor also mentioned the need for pension reform, but his staff has stated publicly that the governor does not have a proposal forthcoming and expects to create a commission or working group to develop reform recommendations. It was made clear that all stakeholders will be invited to participate. Last year, CSGDA exclusively represented all special districts in high-level pension reform discussions with the Governor's Office and other stakeholders.

Key to the governor's speech was the outline of his Strategic Growth Plan, a multi-billion infrastructure bond for transportation, schools, public safety, water, and levee protection. Gov. Schwarzenegger's plan envisions \$222 billion for the elements of the bond, \$25 billion of which would be placed on the ballot this year, with the remainder decided on over a 10-year period, with specific amounts placed on ballots every two years through 2014. To meet the goal of \$222 billion, the plan would be funded by gas taxes, school and county participation, fees on business and commuters, and partnerships with private business. The plan also assumes significant federal participation, which is always a dangerous assumption.

Gov. Schwarzenegger indicated that he wants the first "installment" to be placed on the June primary ballot, which gives the administration and Legislature little time to work out an agreement on the details of the total package. In response to the governor's plan, Senate President Pro Tem Don Perata stated, "The governor is proposing a lot more spending than we are. It's unclear how he plans to pay for it." How to pay for "it" will indeed consume much of the Legislature's time over the coming weeks; CSGDA will participate in the dialogue as fully as possible.

Finally, while State of the State speeches are usually short on details, many of the details of the governor's infrastructure plan and his other priorities for the next fiscal year will be contained in his 2006-07 state budget to be released on Jan. 10. On the good news front, state revenues are up substantially over expectations.

CSGDA Legislative Committee information packet available online

The first meeting of the CSGDA Legislative Committee is being held today, and the information packet for the meeting is available online for CSGDA members. The packet contains information on legislative and policy issues that are likely to arise this year, including pension reform, intra-county property tax shifts and of course infrastructure bonds. You can find the packet in the Legislation & Action section of the CSGDA members website (<http://members.csgda.net>).

Legislative Calendar

January 4 – Legislature reconvenes
January 10 – Last day for Governor to submit his budget
January 27 – Last day to submit bill requests to the office of Legislative Counsel
January 31 – Last day for each house to pass bills introduced in that house in the previous year
February 24 – Last day for bills to be introduced

April 6 ☐ Spring Recess begins upon adjournment
April 17 ☐ Legislature reconvenes
June 2 ☐ Last day for bills to be passed out of the house of origin
June 15 ☐ Budget bill must be signed by midnight
June 29 ☐ Last day for a legislative measure to qualify for the Nov. 7 ballot
July 7 ☐ Summer Recess begins on adjournment, provided Budget Bill has been passed
August 7 ☐ Legislature reconvenes
August 24 ☐ Last day to amend bills on the Assembly floor
August 25 ☐ Last day to amend bills on the Senate floor
August 31 ☐ Last day for any non-urgency bills to be passed; Final Recess begins upon adjournment
September 30 ☐ Last day for Governor to sign or veto bills
November 7 ☐ General Election

Eye on Infrastructure newsletter available

The January edition of the California Infrastructure Coalition's monthly newsletter is now available online for CSDA members. The newsletter, in the Member Services section of the CSDA members website (<http://members.csda.net>) contains an interview with Senate President Pro Tem Don Perata and several other interesting infrastructure tidbits.

Email Updates Available for All Member Agencies ☐ Officials and Employees

Past and current Legislative Updates are available in the Legislation & Action section of the CSDA member's website (<http://members.csda.net>). 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.

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STATE OF THE STATE 2006

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Strategic Growth Plan for California

Introduction

- It has been more than four decades since California has made significant investments in our state's infrastructure system – since then we have outgrown our aging schools, roads, ports and prisons.
- California has an infrastructure system designed for 25 million people, not the 37 million we have now, nor the 46 million expected by 2025.
- Today in his State of the State address, Governor Schwarzenegger outlined his Strategic Growth Plan for expanding California's capacity to ensure that our future generations are able to thrive.
- The short-term, haphazard plans of the past are a road to nowhere – the Governor has replaced them with a tactical plan, a roadmap to a prosperous future for California.
- California's future depends on our children having access to cutting edge technologies in the classroom. It depends on more university students having access to our state's top-notch degree programs. It depends on moving goods and people more efficiently on roads and through ports.
- Our future depends on the safety and adequacy of our water supply and our protection from flooding. Above all, our future depends on keeping our citizens safe from violent criminals by expanding the capacity of our state prisons.
- California can no longer ignore the needs of our growing state. How can we not afford to invest for future generations?

How Will We Pay For It?

- The responsible fiscal policies of the Schwarzenegger administration have helped reinvigorate the economy, resulting in increased state revenues and better fiscal stability – all without tax increases.
- The fiscal discipline of the past two years must continue. That's why the Governor is proposing a state constitutional amendment to set a ceiling for the state's debt service ratio at six percent.
- The proposed amendment will cap the cost to service the state's bonds, ensuring they never exceed 6 percent of revenues, an amount considered prudent by most investment advisers. This debt limit will ensure that as the state continues to invest in the future, California taxpayers are protected from reckless debt levels.
- Governor Schwarzenegger's Strategic Growth Plan to rebuild California's choked infrastructure system is a \$220 billion ten-year plan – leveraging \$68 billion in general obligation bonds to attract more federal dollars, local money and increased private investment.
- The Governor's Strategic Growth Plan is a responsible and entrepreneurial strategy to expand California's infrastructure by attracting matching federal and local funds – without raising taxes.
- Californians are not the only ones who will benefit from an improved transportation system and the Governor's Strategic Growth Plan demonstrates the state's financial commitment, attracting more private and international investors – without raising taxes.
- Investments in California's infrastructure system will continue to improve California's economy by creating new jobs, increasing mobility for working Californians who spend too much time in traffic, and reduce bottlenecks for the movement of goods.

Transportation

- California's infrastructure investments began a half century ago. Outdated and inadequate, they're unable to support a vibrant economy and a population much larger than they were designed to accommodate.
- Governor Schwarzenegger's Strategic Growth Plan proposes to build new lanes, expand trade corridors to move trucks off commuter freeways, enhance transit rail systems, improve safety, utilize cutting edge technologies and expand park and ride opportunities.
- Transportation planning of the past – crisis by crisis, traffic jam by traffic jam – has been inefficient and costly. The Governor's Strategic Growth Plan works toward a safe, efficient and cost-effective transportation system.
- Having an efficient transportation system is not only important to California drivers, it's vitally important for our economy.
- Trade is extremely important to California's economic success, contributing to the state's employment opportunities. One out of seven California jobs is attributed to the movement of goods throughout the state, including many high wage jobs in logistics, finance and other specialty professions.

Air Quality

- As part of the Governor's plan to expand transportation capacity, funds will be set aside to reduce goods movement-related air pollution by replacing or retrofitting polluting equipment.
- Increasing mobility on California's highways will not only relieve congestion, but reduce emissions from cars and trucks sitting in lines of traffic.

K-12 Education

- Governor Schwarzenegger's sound investment plan to expand capacity for 250,000 more students is not just about buildings and equipment, it's about creating an environment where our children can thrive.
- The Governor's Strategic Growth Plan proposes to modernize classrooms with cutting edge equipment, retrofit buildings to meet current safety standards, and build new ones to make room for a growing number of learners.
- The Strategic Growth Plan will invest in new charter school construction, advanced classrooms for career technical education programs, and smaller learning environments which allow more direct teacher-student interaction.

Higher Education

- California's college and university system is an enormous asset that fuels our innovation economy. Tomorrow's small business owners, doctors and computer engineers will be attending the state's prestigious colleges and universities.
- The Governor's Strategic Growth Plan proposes to expand capacity for 600,000 more college and university students, investing in projects to renovate aging buildings, provide state-of-the-art equipment to expand medical education programs, and construct new classrooms and laboratories.

Water Supply & Storage

- Water is California's single most important resource. We drink it, irrigate with it, and use it to protect our world famous soil from sea water. Yet, four decades have passed since any significant investments were made to capture more of it.
- California's water supply and availability has determined where our cities have been built, what industries have been created, and what goods and services have been produced.
- As California's population expands and agricultural products gain popularity around the world, the Governor proposes to increase the state's water supply and storage capabilities.
- The Governor's Strategic Growth Plan includes money to build two new reservoirs to expand water supply and improve flood control.

Flood Control

- Governor Schwarzenegger has led the charge to protect our communities from the threat of floods, trying to get the Legislature's attention long before Hurricane Katrina devastated New Orleans.
- Some of California's levees are more than a century old. They were originally built to protect farmland, but now they are the only thing that separates developed neighborhoods from a destructive flood.
- In his Strategic Growth Plan, the Governor proposes to improve the state's flood control system by fortifying critical levees, upgrading dams and other flood protection facilities, and mapping the 1 million acres of Central Valley flood plains for future projects.

Public Safety

- The expansion of California's inmate population is a regrettable effect of the state's growth, but fortunately dangerous criminals are off our streets and locked behind prison walls.
- However, significant overcrowding in local jails and prisons have forced officials to create makeshift dorms in gyms and cafeterias, making it more dangerous for staff and limiting room for prison rehabilitation and treatment programs.
- The Governor's Strategic Growth Plan will expand prison capacity, improve staff safety and keep offenders locked up for the appropriate time as prescribed by the court.
- The Governor's Strategic Growth Plan includes funds to boost the state's fire protection and emergency readiness, including replacing or relocating old fire stations, air attack bases and conservation camps.

Courts

- According to legislation, the state will begin to assume responsibility for more than 450 trial court facilities throughout California's 58 counties, ensuring they meet current security standards or accessibility requirements.

Other Priorities

K-12 Funding

- Governor Schwarzenegger is proposing to invest \$4.3 billion more than last year in education funding to expand important programs like the arts and music, physical education and teacher recruitment and support.
- The Governor's budget proposes to spend more than \$54.3 billion on education, bringing the total per student spending, including *all* funds, to \$10,996 – \$660 more per student than last year.
- Investing in our children has always been a priority of this Governor. With an improving economy and increased revenue from responsible fiscal policies we are able to invest even more this year in our children.

Before- and After-School Programs

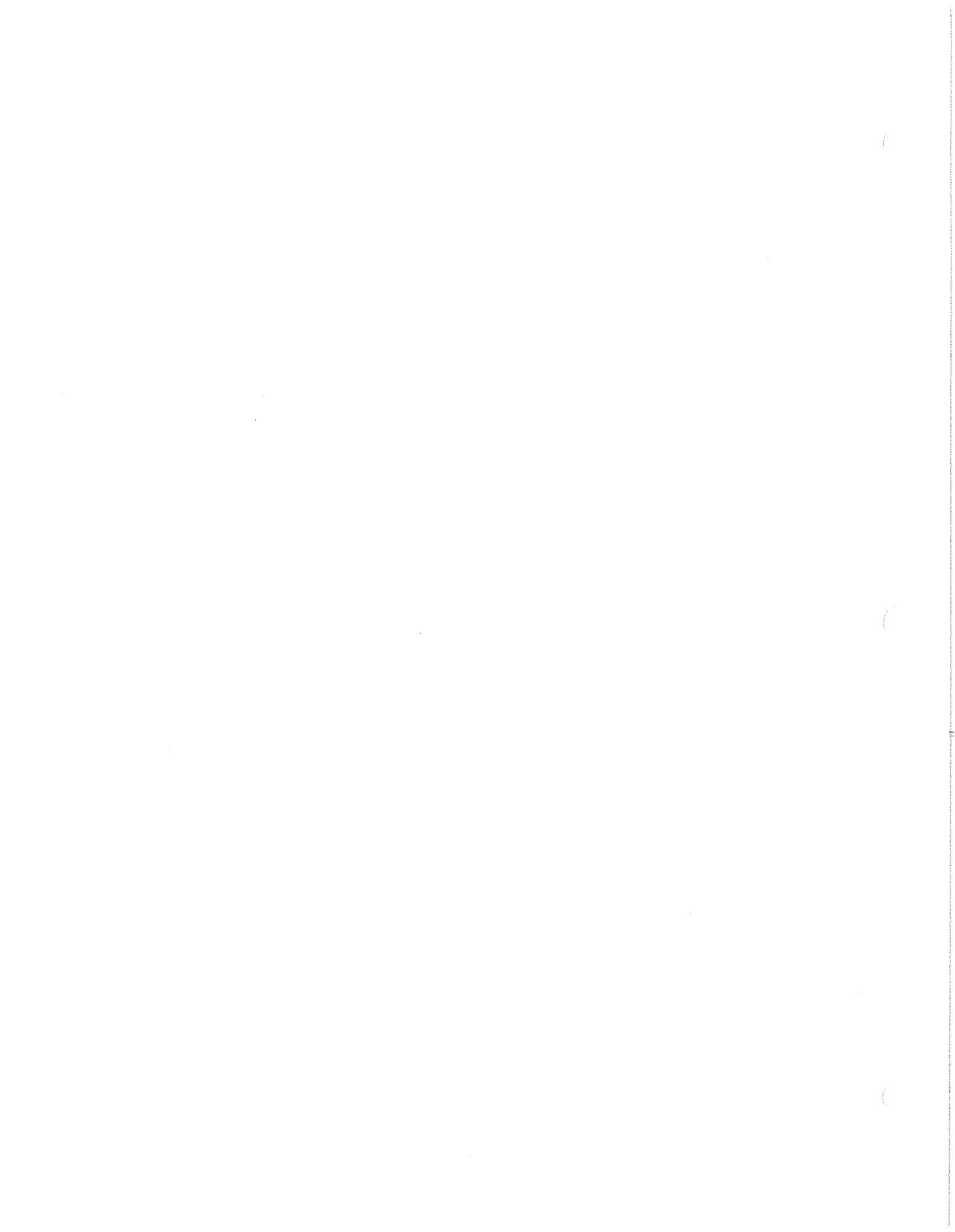
- Governor Schwarzenegger, the architect and sponsor of Proposition 49, the After-School Initiative, led it to victory in 2002 because Californians shared his belief that children need safer, healthier and more productive activities after school.
- The Governor's full investment in Prop. 49, almost \$550 million, will significantly expand access to before- and after-school programs that challenge both the mind and body, such as homework assistance, computer training, arts and physical activities.
- After-school programs support working families by providing positive alternatives that engage students in self-improving activities during the hours before working parents get home, when students are more likely to get into trouble.

Higher Education

- Governor Schwarzenegger recently announced that he will eliminate the 8 percent fee increase on UC and CSU students scheduled to take effect next fall.
- To ensure more students have the financial help to go to college, the Governor will invest more money into the Cal Grant program to raise the maximum grant level for private school students, \$8,322 to \$9,708. Approximately 12,300 students will benefit.
- By keeping fees at current 2005-2006 levels, the Governor is reducing the financial burden on families who send students to our state universities.

Minimum Wage Increase

- Governor Schwarzenegger is calling on the Legislature and the business community to embrace his plan to increase the minimum wage by \$1 over the next 18 months – 50 cents in 2006 and 50 cents in 2007.
- Increasing the state's minimum wage by \$1 could boost the paychecks of 2 million of California's lowest wage earners by more than \$2 billion. (Source: California Labor and Workforce Development Agency)
- Last year the Governor announced that California's improving economy was stable enough to support an increase in the minimum wage and welcomed the opportunity to raise it.
- The bill the Governor received to increase the minimum wage was a flawed measure, and he was forced to veto it. It used a dangerous auto-pilot formula that could have jeopardized business growth and hampered job opportunities for workers in the long term.



Prescription Drugs

- Governor Schwarzenegger is calling on Congress to change the law to allow Americans to import safe, more affordable prescription drugs.
- The Governor once again is leading efforts to ensure that rising drug prices do not push medicines beyond the reach of hard working, low-income residents – calling on Congress to change the federal law and vigorously search for solutions to this problem.
- The Governor also is asking Congress to do more to protect Americans who pay the lion's share of developing new medicines that benefit the world.
- Concerned by the continuous and steady rise of drug costs, the Governor has been at the forefront of efforts to find common-sense solutions to make important medicines more affordable for our citizens, employers and governments.
- Last year, the Governor sponsored bipartisan legislation that would have made prescription drugs more affordable for approximately 5 million uninsured Californians without breaking the federal law. Unfortunately, the Legislature failed to pass the measure.
- Governor Schwarzenegger told the Bush Administration in 2004 that legislative efforts to allow Californians to import drugs against federal law reflected public frustration over the rising costs of drugs and urged them to work to achieve fairer pricing of prescription drugs in the international market.
- While the Governor will continue to fight for state-level solutions, he knows federal action is necessary to help consumers, employers and governments control the rising costs of prescription drugs and is calling on Congress to take action on this important issue.

January 10, 2006

Governor Releases 2006-07 Budget, No Further Cuts to Public Library Foundation

TO: CLA MEMBERS/ SYSTEMS/ NETWORK CONTACTS

FROM: Mike Dillon, CLA Lobbyist; Christina Dillon, CLA Lobbyist

RE: NEWS FROM THE CAPITOL

Shortly after 1 p.m. this afternoon, Governor Arnold Schwarzenegger released his 2006-07 Budget in a large auditorium at the Secretary of State's Office building, before members of the press corps, representatives of the Governor's Cabinet and Senate President pro Tem Don Perata. The Governor noted that his Budget would "continue California on a path of fiscal responsibility and recovery" and he added that while "we still have a structural deficit, I want to work with the legislature to find a solution to this problem." For approximately 20 minutes, the Governor fielded questions, held up various charts and graphs, and delighted members of the media with jokes about his recent motorcycle incident wherein he sustained stitches in his upper lip.

The Governor's Budget examines the national and California economy, particularly as it applies to the "sharp slowdown in residential construction," and overall personal income trends. However, the Budget document contends that the national and California economies continue to remain "fundamentally sound" and that the "outlook for 2006 and 2007 is for continued (revenue) gains."

As the Budget appears to "hold the line" in most regards, we are pleased to report that the Governor is not proposing any cuts to the State Library Budget in the following areas:

No cut to the Public Library Foundation: maintain the existing baseline amount of \$14.3 million. Note: CLA will be working over the next several months to lobby the legislature and the Governor's office to increase this amount.

No cut to the California Library Services Act: maintain the existing baseline amount of \$14.3 million.

No cut to the Library Services and Technology Act: maintain the existing baseline amount of \$12.5 million.

As you may have been reading in the papers of late, the hallmark of the Governor's 2006-07 Budget will be his massive infrastructure proposal, called the "Strategic Growth Plan: Building California for Future Generations." The Governor's Budget describes the plan as the "first installment of a 20-year investment on a future that will ensure California's quality of life and foster continued economic growth. The plan balances the necessity of meeting infrastructure needs with prudent and fair approaches to funding those needs." Phase One is a 10-Year Financing Plan that would include \$222 billion in infrastructure investments. Between the years of 2006 and 2014, voters would go to the polls to authorize the financing of these bonds (a portion would be General Obligation bonds - \$68 billion, while others would be a mix of private financing/user-pays, etc.) Governor Schwarzenegger said he was trying to address infrastructure in a cohesive manner, rather than piecemeal. "People have approved bonds for parks, stem cell research, libraries, etc. But there is no continuity." He further acknowledged that Senate President pro Tem Perata and Assembly Speaker Nunez also have infrastructure bond proposals and said he thought it was "great everyone was talking about it since two years ago that wasn't

happening."

Yesterday, Assembly Speaker Nunez named Assemblyman John Laird (Budget Chair), Assemblywoman Judy Chu (Appropriations Chair), Assemblyman Rick Keene (Budget Vice Chair) to a conference committee "that will work out any differences between Assembly and Senate Infrastructure bond bills, thereby speeding up work on the Governor's infrastructure bond proposals." (source: Speaker's press release) The release notes that the Conference Committee could begin work as soon as next week.

Posted by cladmin at 03:34 PM

December 16, 2005

Infrastructure Bond Discussions Abound

TO: CLA MEMBERS/ SYSTEMS/ NETWORK CONTACTS

FROM: Mike Dillon, CLA Lobbyist; Christina Dillon, CLA Lobbyist

RE: NEWS FROM THE CAPITOL

I. INFRASTRUCTURE BOND DISCUSSIONS ABOUND

Recently, you may have read various news reports about talks of a so-called "mega infrastructure bond" that the Governor and the legislative leaders may be considering in 2006. In November, the Los Angeles Times reported that the Governor had highlighted some of the needs that could be incorporated into a State General Obligation bond package to be placed before the voters next year. While most people are of the impression that one huge mega-bond will appear on the June or November ballot, we are informed that the Governor's proposal ultimately, with support from the Legislature, will likely call for a long-term funding plan, i.e. infrastructure needs for the next 30 years might be established, and bonds let accordingly. In an article in Wednesday's *Sacramento Bee*, Governor Schwarzenegger's Department of Finance spokesman "said the \$50 billion estimate for (the Governor's) bond measure has 'taken on a life of its own' and insisted that the Republican governor hasn't decided the amount or the 'financing mix' for his proposal." The Governor is expected to unveil his long-term bond proposal in his January Budget, which he is required to present to the legislature by January 10th, 2006.

Senate President pro Tem Don Perata has also been very vocal in his strong support for a large infrastructure bond. The Senator held a press conference several weeks ago, at which time he outlined his priorities for a June 2006 bond -- primarily for transportation, housing and infrastructure, in the amount of \$10.3 billion (proposal is contained in his SB 1024). Senator Perata also acknowledged that he has been having discussions with the Governor on other infrastructure needs. On Tuesday of this week, Senator Alan Lowenthal "took the bond show on the road" by holding a hearing of his Senate Housing and Transportation Committee, which he Chairs, in Los Angeles. The hearing, entitled, "SB 1024 - What the Infrastructure Bond Would Mean For Southern California," was intended to address four specific areas: 1) Southern California's Transportation and Housing Needs, 2) What the Bond Will Mean For Southern California's Transportation System, 3) What Will The Bond Mean For Housing Affordability and Infill Development in Southern California, and 4) What The Bond Will Mean For Southern California's Water Supply and Flood Control." The background paper for the hearing focused on areas such as "Stuck in Traffic: California's Current Transportation Situation" and "At Risk for Major Levee Failure." In addition to Senator Lowenthal, present at the hearing were key figures Senators

Tom Torlakson (representing Senator Perata) who previously served as the former Chair of the Transportation committee, and Senator Kevin Murray who was recently named as the new Chair of the Senate Appropriations Committee. Last week, we met with the top staff director for Senator Murray. He informed us that Senator Murray is compiling information regarding the state's infrastructure needs and he wanted to know what the total bond need was statewide for the library community. However, after meeting with the Senator's representative, we got the impression that any proposals coming forward relative to any General Obligation bonds this year will be receiving great scrutiny and will be significantly smaller than originally anticipated. In fact, in Wednesday's *Sacramento Bee* article, they note that Senator Murray, at the Los Angeles Senate Transportation Committee hearing, "warned local officials against considering the (transportation) bond proposal as a 'Christmas tree' to pay for unworthy projects. 'We are hundreds of billions of dollars behind, so we are not on a gravy train here.'"

It should be noted that Assembly Speaker Fabian Núñez has indicated that he too will likely be pushing an Assembly bond package to address transportation needs, and perhaps other critical infrastructure components.

During the coming weeks and months, there will likely be significant debate on the State's debt limit, the use of other sources to repay the bonds, i.e. sales tax increases or gas tax increases for transportation, etc.

II. WHAT DOES THE BOND DISCUSSION MEAN FOR THE LIBRARIES?

As the bond discussions began heating up, we received a few calls from those in the library community saying, "Mike and Christina, what does this mean for our library bond bill which is currently on the June 2006 ballot?" In fact, a hard working group of library leaders within CLA, which we have affectionately titled the "Library Bond Task Force," were peppered with inquiries from outsiders who wondered: "Should we consider collapsing our June bond into this new mega bond effort?" Or "Are we going to be swallowed up by this larger mega bond and will the legislature try to run a bill to move our bond to November like they did with the high speed rail bond?" While we felt these scenarios would be long-shots, we immediately set out to talk to high-ranking senior staff in the Capitol - representatives for the Senate President pro Tem, Assembly Speaker, Republican Caucus, etc. Based on our information, it was our feeling that if a mega bond is to be developed, the likelihood of it making it to the ballot prior to June 2006 is slim. More than likely, the voters will be contemplating a mega-bond on the November 2006 ballot. Many Capitol insiders tell us there is still a great deal of disagreement between the two houses regarding Northern California versus Southern California needs, dollar amount, the type of infrastructure that would be financed (e.g. transportation and flood control only or more expansive and long-term, such as the Governor's larger plan?), and the problematic financing angle. Thus, at this current time, the only item that is currently slated for the June 2006 ballot is the library bond. When we asked high-ranking legislative staff if they thought there was any chance that leadership would attempt to move the library bond from the June ballot to another date, they all agreed that they felt this was highly unlikely and that the "library bond should be safe." They also believed that there was minimal threat that anyone would try to "collapse the library bond into a larger mega bond effort." Lastly, we tried to get a sense as to whether or not we could get additional library bonds included in any new "mega-bond." While we have "put in a plug" with the Governor's Office and other key legislative leaders, our sense is that resolution of the whole bond scheme is a long way off. We're just happy that,

at this time, the library bond is on the June ballot!

III. SENATOR PERATA MAKES NEW COMMITTEE ASSIGNMENTS

In a move that surprised most Capitol insiders and outsiders, Senate President pro Tem Don Perata recently named Senator Kevin Murray as Chair of the powerful Senate Appropriations Committee, replacing Senator Carole Migden. The change was a tightly-guarded secret, and we were told about the story only hours before the story broke in the press. While there have been conflicting rumors as to why the change was made, Senator Migden issued a press release stating that she was asking for a "leave from her responsibilities as Chair so she can help Controller Steve Westly win the 2006 Democratic nomination as Governor." Senator Perata also made a number of other changes at the same time:

Senator Tom Torlakson, who has been a strong supporter of libraries throughout his time in the legislature, will serve as the new Democratic Caucus Chair, replacing Senator Kevin Murray.

Senator Carole Migden will replace Senator Elaine Alquist as the Chair of the Senate Public Safety Committee. In past years, bills pertaining to "obscene matter" or "harmful matter" that are monitored by the CLA Legislative Committee, have been heard by the Public Safety Committee.

Posted by cladmin at 02:20 PM

TO: Elizabeth Minter, Library Director

FROM: Jim Roberts, Public Services Manager/Literacy Coordinator

DATE: January 16, 2006

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) meetings began in October at El Dorado and Valencia High Schools. Thus far, we had over 100 high school volunteers sign-up for PRREP and attend PRREP meetings.
- ◆ We partner with Even Start at Ruby Drive Elementary School, where we offer Spanish literacy classes on Friday mornings during the school year.
- ◆ Federal Work Study (FWS) is a partnership among Western State University College of Law, Cal State Fullerton and the Library where qualified FWS students work part-time at the Library and off-site, primarily tutoring children. Cal State Fullerton and PLLS have two additional partnerships: 1. the 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 2004-05 and has continued this FY.
- ◆ PLLS is listed as a participating agency for interns with Valencia High School's Val Tech and International Baccalaureate (IB) programs. We have three IB interns so far this school year.
- ◆ In June, the California State Library awarded the PLLS an LSTA Grant to partner with H.I.S. House to start an after school homework program for children there. That project began on Tuesday, September 20, and we now tutor eight to twelve students Monday, Tuesday, and Thursday from 6:30-8:00 PM.
- ◆ On Monday, September 19, PLLS began a homework club at Topaz Elementary School for 7th grade students who attend Tuffree Middle School and are graduates of Topaz. Held Mon-Thurs from 4-6 PM, we are averaging 18 students each day.
- ◆ *We plan to partner with the School District and host a citizenship class this year.

TO: Elizabeth D. Minter, Library Director

FROM: Jim Roberts, Public Services Manager 

DATE: January 16, 2006

SUBJECT: Grant Status

Source	Submitted	Date	Submitted	By	ELLI	FFL	Adult Literacy	Spanish Literacy	Children's	History Room	Other
Grants Pending											
*Estimated											
Machoskie & Ass.**			\$10,000			\$10,000	\$37,236				
TOTAL PENDING											
Source	Amount	Date	Submitted	By	ELLI	FFL	Adult Literacy	Spanish Literacy	Children's	History Room	Other
Grants Received											
Wells Fargo	\$1,000		06/05/05 PLLS					X			
PacificCareFoundation	\$10,000		06/05/05 M & A Ass.**		X						
LSTA 6-0M	\$48,634		03/25/05 PLLS								X
CLLS	\$30,000		6/26/2005 PLLS		X	X	X				
CLLS Matching	\$21,732		6/26/2005 PLLS				X				
TOTAL	\$101,366										
Source	Amount	Date	Submitted	By	ELLI	FFL	Adult Literacy	Spanish Literacy	Children's	History Room	Other
Grants Denied/Withdrawn											



Agenda Item
27

TO: Elizabeth Minter, Library Director
FROM: Jim Roberts, Public Services Manager/Literacy Coordinator *JR*
DATE : January 16, 2006
SUBJECT: **Poet Laureate.**

Meredith Laskow, Poet Laureate of the Placentia Library District, did not meet with the Program Committee in December.

We plan to sponsor poetry workshops again this spring.



MANDATED COST CLAIMS RECEIPT

AGENCY **PLACENTIA LIBRARY DISTRICT**
 AGENCY ID **1730040**

<u>Chapter</u>	<u>Mandate</u>	<u>Fiscal Year</u>	<u>Amount</u>
486/75	Mandate Reimbursement Process	2004/2005	\$1,614
641/86	Open Meetings Act/Brown Act Reform	2004/2005	\$11,122
77/78	Absentee Ballots	2004/2005	\$2,662

Total of Claims Submitted **\$15,398**

State Controller's Office acknowledges the receipt of the above mandated cost claims submitted by Shields Consulting Group, Inc.

Received by

Date

State Controller's Office

Mandated Cost Manual

Program 041	MANDATED COSTS MANDATE REIMBURSEMENT PROCESS CLAIM SUMMARY					FORM MRP-1
(01) Claimant PLACENTIA LIBRARY DISTRICT			(02) Type of Claim Reimbursement X Estimated		Fiscal Year 2004/2005	
Claim Statistics						
(03) Chapter/Statute, Name, and Number of Mandates				(a) Test Claims	(b) Reimbursement / Incorrect Reduction Claims	(c) Training
77/78 ABSENTEE BALLOTS					1	
486/75 MANDATE REIMBURSEMENT PROCESS					1	
641/86 OPEN MEETINGS ACT/BROWN ACT REFORM					1	
Total Number of Claims Filed					3	
Direct Costs by Department			Object Accounts			
(04) Reimbursable Components			(a)	(b)	(c)	(d)
Test Claims			Salaries	Benefits	Services & Supplies	Travel & Training
X Reimbursement Claims						(e) Fixed Assets
Incorrect Reduction Claims						(f) Total
GENERAL ADMINISTRATION					\$1,614	\$1,614
(05) Total Direct Costs					\$1,614	\$1,614
Indirect Costs by Department						
(06) Indirect Cost Rates		Department Rate	Distribution Base			Total
(07) Total Indirect Costs						
(08) Total Direct and Indirect Costs			[Line (05)(f) + line (07)]			\$1,614
Cost Reduction						
(09) Less: Offsetting Savings						
(10) Less: Other Reimbursements						
(11) Total Claimed Amount						\$1,614
						[Line (08) - (line (09) + line (10))]

State Controller's Office

Mandated Cost Manual

Program 041		MANDATED COSTS MANDATE REIMBURSEMENT PROCESS COMPONENT/ACTIVITY COST DETAIL					FORM MRP-2	
(01) Claimant PLACENTIA LIBRARY DISTRICT				(02) Fiscal Year 2004/2005				
(03) Reimbursable Component: Check only one box per form to identify the component being claimed.								
Test Claims		<input checked="" type="checkbox"/> Reimbursement/Incorrect Reduction Claims			Training			
(04) Description of Expenses				Object Accounts				
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	
Employee Names, Job Classifications, Functions Performed, and Description of Expenses	Hourly Rate or Unit Cost	Hours Worked or Quantity	Salaries	Benefits	Services and Supplies	Travel and Training	Fixed Assets	
Consultant costs necessary to prepare and submit successful reimbursement claims SHIELDS CONSULTING GROUP, INC.					\$1,614			
(05) Total X Subtotal					\$1,614			

AGENCY PLACENTIA LIBRARY DISTRICT

FISCAL YEAR 2004/2005
MANDATE REIMBURSEMENT PROCESS CLAIM
CHAPTERS 486/75 AND 1459/84

The Parameters and Guidelines for this program provide that if a local agency contracts with an independent contractor for the preparation and submission of reimbursement claims, the costs reimbursable by the state for that purpose shall not exceed the lesser of (1) 10 percent of the amount of the claims prepared and submitted by the independent contractor, or (2) the actual costs that would necessarily have been incurred for the purpose if performed by employees of the local agency.

The Parameters and Guidelines for this program further provide that the maximum amount of reimbursement provided for an independent contractor may be exceeded if the local agency establishes, by appropriate documentation, that the preparation and submission of these claims could not have been accomplished without incurring the additional costs claimed by the local agency. An estimate of actual costs that would necessarily have been incurred if performed by employees of the local agency shall accompany the claim. This cost estimate is to be certified by the governing body or its designee.

The Agency's governing board or its designee determined that the cost of having its mandated cost claims completed by Shields Consulting Group, Inc. would be less than the if the Agency staff would have performed the same work. The Agency has determined that the contractor's expertise and lack of available staff time make contracting with Shields Consulting Group, Inc. the most cost effective manner to file for its mandated cost reimbursement.

Cost Estimate/Analysis	Hours	Rate	
Shields Consulting Group, Inc.	20.00		\$1,614
Agency Staff	60.00	\$40	\$2,400

AGREEMENT FOR MANDATED COST CLAIMING SERVICES

This Agreement is made and entered into, by and between the Placentia Library District (hereinafter "Agency") and Shields Consulting Group, Inc., (hereinafter "Consultant").

Whereas, Agency has determined that mandated cost consulting services are desirable and;

Whereas, Consultant is an expert in the field of California's mandated cost program;

The parties hereby enter into this agreement for consulting services in consideration of and pursuant to the terms and conditions set forth herein.

Section 1 Services of Consultant

Consultant under this agreement will perform the following services, in consideration of the payment hereinafter set forth:

Prepare and file mandated cost claims for the following programs that the Agency is eligible to file during the contract period:

- A. Prepare and file mandated cost claims for which the Agency is eligible to file during the contract period,
- B. Train Agency staff on the mandated cost reimbursement programs,
- C. Work with Agency staff to identify all direct and indirect costs that are eligible for reimbursement through the mandated cost claiming process,
- D. Work with Agency staff to ensure all claims are supported by proper documentation,
- E. Represent Agency in mandated cost claim issues with the State Controller's Office and before the Commission on State Mandates.

Section 2 Period of Service

The service period for this Agreement is July 1, 2005 through June 30, 2006. This Agreement will automatically expire as of June 30, 2006.

Section 3 Consultant Compensation

Agency agrees to pay Consultant a fee of 10% of claims prepared and submitted by Consultant to the State Controller's Office on Agency's behalf. This fee will be payable as follows: 50% payable upon submission of claims⁵ to the State Controller's Office and the remaining 50% payable upon receipt of funds from State Controller's Office. Agency agrees to make payment to Consultant no later than 30 days after Agency receives Consultant invoice. Consultant will determine when travel to Agency is necessary, subject to mutually convenient dates and times. All travel and lodging expenses incurred by Consultant are included in the fee.

⁵ Submission of claims means the date when Agency claims are acknowledged as received by the State Controller's Office.

Section 4 Reimbursable Services

Consultant and Agency believe that the services under this Agreement are reimbursable under the Mandate Reimbursement Process Claim for costs above the minimum claim amount, and are less than the actual costs that the Agency would necessarily incur if the services were to be performed by Agency staff. Agency and Consultant agree to work together, as necessary, to provide documentation required by the State Controller's Office.

Section 5 Termination of Agreement

Either party may terminate this Agreement, effective upon 30 days' prior written notice. Upon termination of this Agreement by Agency, Consultant will bill Agency and Agency agrees to pay Consultant for the services actually performed by Consultant, on a time and material basis, plus travel and lodging costs. For purposes of determining costs of services actually performed, rates of \$125/hr for management staff and \$75/hr for associate level staff will be used. Agency agrees to make this payment to Consultant within 30 days after Agency receives Consultant invoice.

Section 6 Assistance of Agency

The Agency acknowledges that the services of Consultant within this Agreement are dependent upon the reasonable cooperation and assistance of Agency.

Section 7 Limitation of Consultant's Liability

In no event shall Consultant liability to the Agency, for any reason arising out of this Agreement, exceed the amount of fees actually received by Consultant from the Agency. Consultant shall not be liable for any consequential damages. Consultant shall not be liable for any incidental or consequential damages suffered by or allegedly suffered by any third party.

Section 8 Ownership of Work Product

8.1 All Work Product shall be and remain the property of Consultant. Consultant shall be entitled to obtain and hold in its name all copyrights with respect of the Work Product. Work Product shall include the sum or any portion of all computer programs and any source code or object code, all other computer files and portions thereof, including without limitation all executable files, text files, HTML files, CGI scripts, images and graphics designed or provided by Consultant, and any other computer files designed to be viewed, linked together or downloaded. It shall also include all tangible products and documents, papers and compilations, or any copies or variations or derivatives of the same provided to the Agency pursuant to this Agreement. This shall also include but not be limited to any documents, manuals, policies or procedures, however assembled, gathered or maintained, that is retained by Agency following the termination of this Agreement.

- a. **Patent Rights.** To the extent that the Work Product incorporates any methodology for which Consultant applies for a patent, Consultant may apply for that patent without the consent of Agency. Agency shall have no right, whatsoever, to any patent, proceeds or royalties generated by the same.
- b. **Consultant's Trade Name and Trademarks.** Notwithstanding anything else written in this Agreement, Agency shall have no rights in or license to the trade name or trademarks of Consultant.

- c. **License.** Consultant hereby grants Agency a nonexclusive, revocable, worldwide, royalty-free right and license to the Work Product allowing Agency to use the Work Product. Agency understands and acknowledges that the Work Product and the services of Consultant are not "work for hire" as that term is used under the U.S. Copyright Act.

8.2 **Reverse Engineering or Copying.** Notwithstanding any of the ownership or licensing provisions set forth herein, Agency agrees that it shall not, under any circumstances, reverse engineer, copy or decompile, or allow any third party to reverse engineer, copy or decompile, the Work Product or any component parts so as to circumvent any license or ownership provisions identified or granted herein. This prohibition, as well as those set forth in Sections 8.1(a)-(c), shall survive the termination of this Agreement.

Section 9 Confidentiality

9.1 **Treatment of Confidential Information.** Agency hereby agrees and acknowledges that, under the terms of this Agreement, it may receive or be exposed to certain information that the Consultant reasonably believes is confidential. Agency, as part of its consideration to Consultant, shall: (a) not use such Confidential Information except in accordance with Agreement; (b) not make any copies of such Confidential Information or any part thereof without the express written consent of the Consultant; (c) not disclose for any purpose any such Confidential Information or any part thereof to any person who is not an employee of Agency; (d) limit dissemination of such Confidential Information to persons who are directly involved in the performance of services rendered for the Agency and who have the need to use such Confidential Information for the purposes of performing such services; and (e) return such Confidential Information and any copies thereof to the other party at the completion of the performance of all services or at such earlier date as the other party may request.

9.2 **Definition of Confidential Information.** Subject to the additional terms of this Section 9.2, Confidential Information shall mean all information, whether or not in written form, that is not generally known, about a party's products and services, customers, marketing, financial and business condition, information gathering and processing techniques and methods, and all accumulated data, listings or similar matter, used or useful in the business of the party including, but not limited to, its information files, business forms, and object and source code. As to all other Confidential Information, (a) if communicated in writing it must be conspicuously marked "CONFIDENTIAL" at the time of disclosure to the other party and (b) if communicated orally, it should be identified as confidential at the time of disclosure and treated as such afterwards by the parties.

9.3 **Exclusions from Confidential Information.** Confidential Information shall not include information that the receiving party is able to demonstrate: (a) is, as of the time of its disclosure or thereafter becomes, part of the public domain through no fault of the receiving party; (b) was known to the receiving party as of the time of its disclosure; (c) is independently developed by the receiving party other than as part of the Work Product; (d) is subsequently learned from a third party having a right to disclose it to the recipient; or (e) is required to be disclosed pursuant to court order or government authority, whereupon the receiving party shall provide notice to the other party prior to such disclosure.

Section 10 Modifications

No modification or supplement to any provision of this Agreement shall be valid unless executed in writing by each party, through its duly appointed representative as designated in the party's signature block below.

Section 11 Governing Law

This Agreement shall be governed by and construed in accordance with the substantive laws of the State of California.

Section 12 Binding Arbitration

Any dispute or claim in law or equity arising out of this Agreement or any transaction resulting from this Agreement shall be decided by binding arbitration conducted in Sacramento, California, in accordance with the rules of the American Arbitration Association or as otherwise agreed to by the parties. No exemplary damages may be awarded. Judgment upon the award may be entered into any court having jurisdiction. Each party shall have the right to discovery under California Code of Civil Procedure section 1283.05. Arbitration shall not be mandatory, however, on actions to protect confidential/proprietary information.

Section 13 Severability

No provision of this Agreement shall be construed so as to require the commission of any act contrary to law. If any provision of this Agreement is held to be invalid or unenforceable, that provision shall be severed from the Agreement, and the remaining provisions of the Agreement shall remain in effect.

Section 14 Notices

All notices under this Agreement must be in writing. Notices shall be deemed effective upon actual receipt. However, a notice mailed by certified United States mail shall be deemed effective on the earlier of actual receipt or 3 days after mailing. Notices shall be directed to the parties at their respective addresses set forth below. A party may change the address by giving notice.

Section 15 Entire Agreement

This Agreement constitutes the entire Agreement between the parties with respect to the subject matter of this Agreement. There are no other agreements, understandings, representations, or warranties, whether written or oral, between the parties other than those set forth in this Agreement.

Section 16 Interpretation

Both parties have had an opportunity to review this Agreement in its entirety and to consult with their respect counsel regarding the same. For purposes of interpretation, the parties agree that the Agreement will not be construed against one party in favor of the other but at all times shall be construed even handedly to obtain the consent of the parties with respect to the same.

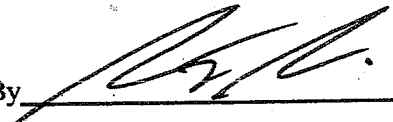
Section 17 Counterparts; Facsimile Signatures

This Agreement may be executed in counterparts. A facsimile signature will be treated as having the same effect as original signature.

IN WITNESS WHEREOF, the parties have affixed their hands on the _____ day of _____ 2005.

Consultant: Shields Consulting Group, Inc.
Address: 1536 36th Street
Sacramento, CA 95816

Telephone: 916-454-7310

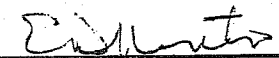
By 
Its President

Authorized Representative for Modifications:

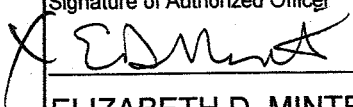
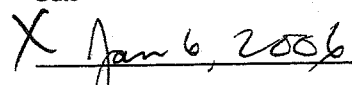
Steve Shields, President

Client: Placentia Library District
Address: 411 E. Chapman Avenue
Placentia, CA 92670

Telephone: 714-528-1925x203

By 
Its _____

Authorized Representative for Modifications:

CLAIM FOR PAYMENT		Mandated Cost Manual	
Pursuant to Government Code Section 17561		For State Controller Use Only	Program
OPEN MEETINGS ACT/BROWN ACT REFORM (LOCAL AGENCIES)		(19) Program Number 00219	219
		(20) Date Filed ___/___/___	
		(21) LRS Input ___/___/___	
(01) Claimant Identification Number 1730040		Reimbursement Claim Data	
(02) Claimant Name PLACENTIA LIBRARY DISTRICT		(22) BAR-1, (04)	12
County of Location ORANGE		(23) BAR-1, (05)(f)	
Street Address or P.O. Box 411 E. CHAPMAN AVENUE		(24) BAR-1, (06)	10222
City PLACENTIA		(25) BAR-1, (07)	10
State CA		(26) BAR-1, (08)	900
Zip Code 92670		(27) BAR-1, (10)	
Type of Claim	Estimated Claim	Reimbursement Claim	
	(03) Estimated	(09) Reimbursement <input checked="" type="checkbox"/>	(28) BAR-1, (12)
	(04) Combined	(10) Combined	(29) BAR-1, (13)
	(05) Amended	(11) Amended	
Fiscal Year of Cost	(06)	(12) 2004/2005	(30)
Total Claimed Amount	(07)	(13) \$11,122	(31)
Less: 10% Late Penalty, not to exceed \$1,000		(14)	(32)
Less: Prior Claim Payment Received		(15) \$8,000	(33)
Net Claimed Amount		(16) \$3,122	(34)
Due From State	(08)	(17) \$3,122	(35)
Due to State		(18)	(36)
(37) CERTIFICATION OF CLAIM			
<p>In accordance with the provisions of Government Code 17561, I certify that I am the officer authorized by the local agency to file mandated cost claims with the State of California for this program, and certify under penalty of perjury that I have not violated any of the provisions of Government Code Sections 1090 to 1098, inclusive.</p> <p>I further certify that there was no application other than from the claimant, nor any grant or payment received, for reimbursement of costs claimed herein, and such costs are for a new program or increased level of services of an existing program. All offsetting savings and reimbursements set forth in the Parameters and Guidelines are identified, and all costs claimed are supported by source documentation currently maintained by the claimant.</p> <p>The amounts for this Estimated Claim and/or Reimbursement Claim are hereby claimed from the State for payment of estimated and/or actual costs set forth on the attached statements. I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.</p>			
Signature of Authorized Officer		Date	
			
ELIZABETH D. MINTER		LIBRARY DIRECTOR	
Type or Print Name		Title	
(38) Name of Contact Person For Claim		Telephone Number (916) 454-7310	
Steve Shields, Shields Consulting Group, Inc.		E-Mail Address steve@shieldscg.com	

State Controller's Office

Mandated Cost Manual

Program		MANDATED COSTS					FORM BAR-1
219		OPEN MEETINGS ACT/BROWN ACT REFORM (LOCAL AGENCIES) CLAIM SUMMARY					
(01) Claimant PLACENTIA LIBRARY DISTRICT				(02) Type of Claim Reimbursement X Estimated		Fiscal Year 2004/2005	
(03) Department			General Administration				
Claim Statistics							
(04) Number of regular meetings for which a brief agenda was prepared and posted						12	
Direct Costs: Actual Time Option			Object Accounts				
(05) Reimbursable Component	(a) Salaries	(b) Benefits	(c) Services and Supplies	(d) Fixed Assets	(e) Travel and Training	(f) Total Direct Costs	
Preparation of Brief Agenda and Posting							
Direct Costs: Standard-Time Option							
(06) Standard-Time Reimbursement Option				[From form BAR-2S, line (05)(f)]		\$10,222	
Indirect Costs: Actual Time Option and/or Standard-Time Option							
(07) Indirect Cost Rate						10.00%	
(08) Total Indirect Costs						Method 2 \$900	
(09) Total Direct and Indirect Costs						[Line (05)(f) + line (06) + line (08)] \$11,122	
Direct and Indirect Costs: Flat-Rate Option							
(10) Flat-Rate Reimbursement Option				[From form BAR-2F, line (05)(d)]			
(11) Total Direct and Indirect Costs of All Options						[Line (09) + line (10)] \$11,122	
Cost Reduction							
(12) Less: Offsetting Savings							
(13) Less: Other Reimbursements							
(14) Total Claimed Amount						[Line (11) - {(line (12) + line (13))}] \$11,122	

Revised 09/03

State Controller's Office

Mandated Cost Manual

Program 219		MANDATED COSTS OPEN MEETINGS ACT/BROWN ACT REFORM (LOCAL AGENCIES) COMPONENT/ACTIVITY COST DETAIL			FORM BAR-2S
(01) Claimant PLACENTIA LIBRARY DISTRICT		(02) Fiscal Year 2004/2005			
(03) Department	General Administration				
(04) Standard-Time Reimbursement Option: Complete columns (a) through (f).					
(a) Date	(b) Meeting Type or Name	(c) Number of Agenda Items	(d) Minutes Per Agenda Item	(e) Blended Hourly Rate	(f) Total
07/26/04	Governing Board	42	20	\$63.10	\$883
08/23/04	Governing Board	43	20	\$63.10	\$904
09/20/04	Governing Board	37	20	\$63.10	\$778
10/25/04	Governing Board	37	20	\$63.10	\$778
11/22/04	Governing Board	39	20	\$63.10	\$820
12/20/04	Governing Board	42	20	\$63.10	\$883
01/17/05	Governing Board	39	20	\$63.10	\$820
02/22/05	Governing Board	39	20	\$63.10	\$820
03/21/05	Governing Board	42	20	\$63.10	\$883
04/18/05	Governing Board	43	20	\$63.10	\$904
05/23/05	Governing Board	43	20	\$63.10	\$904
06/15/05	Governing Board	40	20	\$63.10	\$841
(05) Total X	Subtotal	Page 1 of 1			\$10,222

Revised 09/03

Mandated Cost Manual

State Controller's Office

CLAIM FOR PAYMENT Pursuant to Government Code Section 17561 ABSENTEE BALLOTS	For State Controller Use Only	Program 002
	(19) Program Number 00002	
	(20) Date Filed ___/___/___	
	(21) LRS Input ___/___/___	

(01) Claimant Identification Number 1730040		Reimbursement Claim Data	
(02) Claimant Name PLACENTIA LIBRARY DISTRICT		(22) AB-1.1, (03)	
County of Location ORANGE		(23) AB-1.1, (06)	2958
Street Address or P.O. Box 411 E. CHAPMAN AVENUE		(24) AB-1.2, (03)(a)	
City PLACENTIA		(25) AB-1.2, (03)(b)	
State CA		(26) AB-1.2, (03)(c)	
Zip Code 92870		(27) AB-1.2, (03)(d)	
Type of Claim	Estimated Claim	Reimbursement Claim	
	(03) Estimated	(09) Reimbursement	X
	(04) Combined	(10) Combined	
	(05) Amended	(11) Amended	
Fiscal Year of Cost	(06)	(12) 2004/2005	(30) AB-1.3, (03)(b) style="text-align: center;">320269
Total Claimed Amount	(07)	(13) \$2,662	(31) AB-1.3, (03)(c) style="text-align: center;">1094405
Less: 10% Late Penalty, not to exceed \$1,000		(14)	(32) AB-1.3, (03)(d) style="text-align: center;">397844
Less: Prior Claim Payment Received		(15)	(33) AB-1.3, (04)(d)
Net Claimed Amount		(16) \$2,662	(34) AB-1.3, (05)
Due From State	(08)	(17) \$2,662	(35)
Due to State		(18)	(36)

(37) CERTIFICATION OF CLAIM

In accordance with the provisions of Government Code 17561, I certify that I am the officer authorized by the local agency to file mandated cost claims with the State of California for this program, and certify under penalty of perjury that I have not violated any of the provisions of Government Code Sections 1090 to 1096, inclusive.

I further certify that there was no application other than from the claimant, nor any grant or payment received, for reimbursement of costs claimed herein, and such costs are for a new program or increased level of services of an existing program. All offsetting savings and reimbursements set forth in the Parameters and Guidelines are identified, and all costs claimed are supported by source documentation currently maintained by the claimant.

The amounts for this Estimated Claim and/or Reimbursement Claim are hereby claimed from the State for payment of estimated and/or actual costs set forth on the attached statements. I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Signature of Authorized Officer

Date

[Handwritten Signature]

X April 6, 2006

ELIZABETH D. MINTER

LIBRARY DIRECTOR

Type or Print Name

Title

(38) Name of Contact Person For Claim

Telephone Number (916) 454-7310

Steve Shields, Shields Consulting Group, Inc.

E-Mail Address steve@shieldsco.com

State Controller's Office		Mandated Cost Manual	
Program	MANDATED COSTS ABSENTEE BALLOTS CLAIM SUMMARY	FORM AB-1.1	
002			
(01) Claimant	(02) Type of Claim	Fiscal Year	
PLACENTIA LIBRARY DISTRICT	Reimbursement X Estimated	2004/2005	
Select Method 1 or 2 for Claiming Reimbursable Costs			
Method 1			
This method is applicable when all calculations are done by the county election official and then the local agency is billed for the cost of election services.			
(03) Amount billed by the County for Election Costs (attach billing statement)			
Method 2			
In this method, the percentage increase in absentee ballots is assumed to be uniform throughout the county so county-wide figures are used to determine the percentage of reimbursable costs.			
(04) Obtain Data from the County Election Official on the Number of Reimbursable Absentee Ballots (attach the county's calculation)			357982
(05) Number of Absentee Ballots Cast in the Fiscal Year			397844
(06) Amount Billed by County			\$2,958
(07) Increased Costs	[Line (06) x {line (04) / line (05)}]		\$2,662
(08) Increased Costs	[From line (03) or line (07)]		\$2,662
Cost Reduction			
(09) Less: Offsetting Savings, if applicable			
(10) Less: Other Reimbursements, if applicable			
(11) Total Claimed Amount	[Line (08) - {line (09) + line (10)}]		\$2,662

Revised 09/03

Calculation of Reimbursable Absentee Ballots

AGENCY PLACENTIA LIBRARY DISTRICT
 COUNTY ORANGE

Number of ballots cast from 01/01/75 through 12/30/78	8,792,953	
* Used LA County stats		
Number of absentee ballots cast from 01/01/75 through 12/30/78	320,269	
* Used LA County stats		
Number of ballots cast in fiscal year of claim	1,094,405	
Number of absentee ballots cast in fiscal year of claim	397,844	36.35% AB PCT
Election Date	11/02/04	
Reimbursable absentee ballots cast in fiscal year of claim	357,982	
Total absentee ballots cast in fiscal year of claim	397,844	
Amount of absentee ballot costs billed by County	\$2,958	

GENERAL ELECTION
November 2, 2004

PIA LIBRARY DIST

	COST BASED ON	0.2780% VOTERS	0.2795% PRECINCTS
OPERATIONS			
CALL CENTER	VOTER	167.92	
BALLOT COUNTING	VOTER	51.03	
SAMPLE BALLOT	VOTER	1,921.97	
PRECINCT FILING	VOTER	2.74	
PRECINCT OFFICER OPERATIONS	POLLS		1,142.41
PRECINCT BOX W/CONTENTS & VOTING BOOTHS	POLLS		281.88
STAGE (EXCEPT AV)	VOTER	440.50	
PRECINCT BALLOTS	POLLS		0.00
COST SPREAD BY PRECINCT	POLLS		3,147.35
COST SPREAD BY VOTER COUNT	VOTER	5,796.64	
CALLING PLACE RENTAL	POLLS		162.74
PRECINCT VOTING	POLLS		1,842.22
PRECINCT REACH ACTIVITIES	POLLS		203.24
OUTSIDE LABOR			
PRECINCT/CANVASS OFFICER	POLLS		1,895.69
TELEPHONE BANK	VOTER	7.12	
PRECINCT LABOR - PRECINCTS	VOTER	3.57	
PRECINCT LABOR - FILES	POLLS		13.04
PRECINCT LABOR - WAREHOUSE	VOTER	31.35	
PRECINCT LABOR - TRAINERS	VOTER	562.95	
CALL CENTER COLLECTION CENTER	VOTER	12.72	
COMMUNICATIONS/TRANSPORTATION	VOTER	47.22	
DISTRIBUTION WORKERS	VOTER	0.00	
CLASS TRAINER	VOTER	0.00	
SHARED COSTS BY BREAKDOWN		9,065.74	8,688.57
TOTAL OF SHARED COST		17,754.31	
ABSENTEE OPERATIONS			
BALLOTS/SUPPLIES	VOTER	1,205.39	
STAGE	VOTER	186.72	
PRECINCT LABOR - AV DATA ENTRY	VOTER	0.00	
PRECINCT LABOR - AV PROCESSING	VOTER	3.57	
HOUSE ABSENTEE LABOR	VOTER	1,486.84	
COST (E-NIGHT PAYROLL)	VOTER	75.62	
TOTAL ABSENTEE		2,958.14	
ADDITIONAL COSTS			
INSURANCE	COST	QTY	TAX
COPIES @ 7.00 EACH	0.00	0	INCLUDED
SIGNATURE VERIFICATION @ 2.00 EACH	0.00	0	0.00
	0.00	0	N/A
INVOICE LAYOUT			
BALLOTS/SAMPLE BALLOTS	1,921.97		
CALLING PLACE OPERATIONS	5,528.18		
STAGE	440.50		
OTHER SERVICES AND SUPPLIES	221.69		
COST	9,641.97		
TOTAL		17,754.31	

COST PER VOTER @ 28.917 0.66



Time Sensitive.....Return ASAP.....Time Sensitive

Transmittal Form for Mandated Cost Claims

Enclosed please find completed mandated cost claim(s) and a copy of the claims receipt that will accompany the claims to the State Controller's Office. Please follow the following three steps the day you receive this packet to ensure prompt processing:

- 1. Review the claims, sign & date the flagged pages with a blue pen.**
- 2. Make a copy of the claims and the claims receipt for your records.**
- 3. Return the claims (which have been signed in blue ink) to:**

**Shields Consulting Group, Inc.
1536 36th Street
Sacramento, CA 95816
Attn: Steve Shields**

Please try and return the signed original claims to our office no later than January 6, 2006 to allow us time to process them so we can hand deliver them to the State Controller's Office by the deadline. Thanks!

Any Questions call Steve Shields at 916-454-7310

**Delighting the Customer:
A Proposal to Develop a Kano Model
For Library Services**

Submitted to

The Institute of Museum and Library Services

For a National Leadership Grants for Libraries Program

Research and Demonstration Grant

Submitted by

The Cerritos Library

Date

Joe Matthews

Draft # 5

Abstract

Will be prepared later

Introduction

One of the challenges facing any organization, including public libraries, is gaining a better understanding of what their customers expect for any given product or service. Some service characteristics are expected as a normal practice (and if absent, will disappoint the customer) and some characteristics will surprise and delight the customer.

The purpose of this proposal is to develop a Kano model for four specific library services: borrowing library materials, finding information and/or resources (reference & information services), programs, and going to the library as a destination.

Dr. Noriaki Kano, a Japanese quality expert, discovered that the degree of customer satisfaction is dependent upon the degree of fulfillment of customer requirements and that customers have different types of expectations. The Kano model relates three factors to their degree of implementation: basic or expected (must have) factors, normal or fundamental (more is better) factors, and delighter or latent (excitement) factors as shown in Figure 1. The degree of customer satisfaction ranges from disgust, through neutrality, to delighted.

Basic requirements are those that are so obvious to customers that they do not state them overtly. They are so obviously essential to the customer that stating these requirements seems a bit silly. For example, you expect to hear a dial tone when you pick up the telephone. If you don't then you are unhappy. Failing to provide basic requirements will result in customer complaints.

Normal requirements are those that a customer is cognizant of and can readily articulate. When these needs are met, customers are satisfied and when they are not met, dissatisfaction arises. If more than "standard" customer requirements are delivered, then additional perceived benefits are generated.

Delighter requirements or exciting requirements are needs that some or all customers may not be aware of. These are often referred to as latent requirements. These are "out of the ordinary" services, product features, or characteristics. If a provider understands such a need and fulfills it, the customer is delighted and will respond with a "wow" reaction. If these needs are not met, there is no customer response since customers are unaware of the need.

In order to develop a Kano model for each service, a number of library customers are asked to complete a relatively brief but comprehensive survey asking for their assessment of service features. The same question is asked to library customers in positive and negative forms. For example,

- How do you feel if our service has feature X?
- How do you feel if our service does not have feature X?

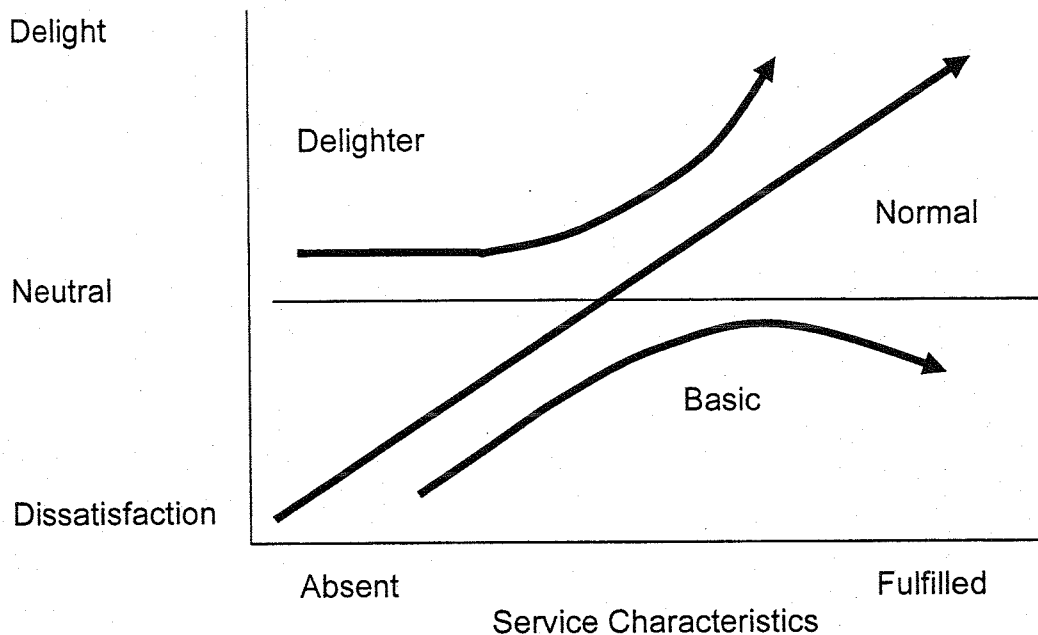


Figure 1. The Kano Model

The respondent is presented with four choices for these two questions:

- I like it
- It is normally that way (feature is expected)
- I don't care
- I don't like it.

The results are then tallied and a Kano model is then prepared for the service using Table 1 as a guide.

Negative Question Answers

	<i>Like</i>	<i>Normal</i>	<i>Don't Care</i>	<i>Don't Like</i>
<i>Like</i>		Delightful	Delightful	Normal
<i>Normal</i>				Basic
<i>Don't Care</i>				Basic
<i>Don't Like</i>				

Positive Question Answers

Table 1. Kano Model Response Table

Project Design

The project will be conducted in two phases. Phase one will include data collection using a survey and conducting several focus groups, identifying the service features to be included in the survey, gathering the survey data, and preparing an analysis of the data. The second phase will summarize the findings and prepare a series of videos presenting the findings of this "Delighting the Customer" project which can be used by a public library for training staff.

Phase One

Focus groups will be conducted in each library for several different customer groups, e.g., teenagers, parents of young children, adults, and senior citizens. An additional focus group will be held with participants who are not library customers. A total of six focus groups will be conducted with the number of participants ranging from six to twelve individuals.

Library customers and non-users will be asked to respond to the following types of questions during the focus group:

- What are your expectations about this library service?
- What do you find frustrating about the service?
- What do you find confusing about the service?
- What feeling arise when using this service?
- Do you experience any anxiety using the service?
- Are there time-consuming activities in using the service?
- What things does the customer do that are "wrong"?
- What is causing you to use the service once and not return?
- Are there other irritants when you use this service?
- What is pleasant or surprising about the service?
- Any suggestions for improving the service?

Based on the results of these focus groups, the four service questionnaires will be developed. The list of service features for each of the four services will utilize the results of the focus groups as well as with the assistance of staff from each library. We anticipate involving a total of six public libraries from across California. These libraries include: the Cerritos Library, the ?? Library, the Chula Vista Public Library, the Palos Verdes Library District, the Los Angeles Public Library and the ?? Public Library.

Service questionnaires will be distributed to a total of 1,024 library customers from each library. Thus there will be 256 respondents for each service from each library. This will provide a margin of error of slightly more than 6% for each service for each library. It is anticipated that each respondent would complete the survey online. Respondents will be selected in order to ensure representation for all hours and days of the week the library is open.

The data analysis will allow the project to identify those service characteristics that frustrate and delight the customer for each of the four services being studied.

Phase Two

This phase will involve the preparation of four 20 minute videos which will summarize the findings concerning what "delights the customer" for each service being studied. Susan Berk and Roberta Perry will each present two videos.

The videos would be made available to public libraries across the U.S. using the California State Library InfoPeople and ClioInstitute Web sites.

In addition to the videos, PowerPoint slides and the project reports for each service will also be made available using a project Web site to be developed by the Cerritos Library.

A copy of the final reports, along with a link to the videos, will be sent to a sample of large, medium and small public libraries from across the U.S. The library director's will be asked to respond to a brief survey pertaining to the utility of the project results.

Project Objectives

The objectives of this project are to:

- Identify those service characteristics that frustrate and delight the customer for each of the four services being studied
- Develop a Kano Model for each of the four library services being studied.

Each objective will be achieved as the following goals and activities are completed.

- | | |
|-------------|---|
| Goal 1: | Identify the service characteristics that frustrate and delight the customer for each library service |
| Activity 1: | The consultant will develop a preliminary list of features and functionality for each of the four library services. |
| Activity 2: | This list of features and functionality will be revised and expanded during discussions between the consultants and the participating libraries. |
| Activity 3: | The participating libraries will solicit the participants for each of the focus groups following instructions and guidelines provided by the consultant. |
| Activity 4: | The focus groups will be conducted at each library with the consultant serving as discussion moderator. The library will provide a staff member who will act as a recorder. |
| Activity 5: | The consultant will prepare a summary of the results of the focus groups for each library service. |

- Activity 6: The consultant will prepare, pretest and finalize a survey instrument for each of the four library services.
- Activity 7: Each participating library will distribute and collect the surveys following instructions provided by the consultant. A library staff member will be responsible for identifying and securing the participation of the survey respondents.
- Activity 8: The completed surveys will be returned to the consultant who will tabulate the results.
- Goal 2: Develop a Kano Model for each of the four library services
- Activity 9: The consultant will prepare a Kano Model for each library service and prepare a written report summarizing the findings for each library service.
- Activity 10: The consultant will prepare a script for each of the four library services so that the Kano Model for each service can be presented along with a discussion of the possible implications for public libraries.
- Activity 11: Susan Berg and Roberta Perry will present the results of the project in a series of four videos.
- Activity 12: Distribute project results & a brief survey to 100 public library director's across the U.S. Tally the survey results and include in the project's final report.

Management Plan

Staff of the Finance Department for the City of Cerritos, California will handle the disbursement of funds and the administrative procedures related to accounting mechanisms.

Joe Matthews, a well-known consultant, will handle administrative oversight of the project and perform the other activities identified in this proposal.

Budget

The largest portion of the budget is for the consultants and the compensation to each of the participating libraries for some of the direct costs that they will incur when preparing and conducting the focus groups as well as administering the surveys.

Each of the libraries will contribute the salaries for the librarians involved in the process as well as meeting rooms. These contributions represent ?? % of the project budget.

Personnel

Wayne Pearson, the Cerritos Library Director, will serve as Project Administrator.

The consultant who will be working on this project is Joe Matthews. Joe is an experienced consultant and is knowledgeable about performance measures. He recently completed a Library Balanced Scorecard workbook as a part of an IMLS-funded project. Joe has written extensively in the areas of management, performance measures and technology. He holds an MBA degree from the University of California, Irvine. He is an adjunct faculty member at San Jose State University's School of Library and Information Science.

Susan Berk and Roberta Perry, well known customer service consultants, will present the project results in a series of video presentations.

Resumes for each individual have been appended to this proposal.

Project Evaluation

Near the end of the project, library directors and the library management team of each participating library will be asked to complete a brief survey asking their views of the utility of the Kano Model developed for the four services.

In addition, copies of the four reports will be distributed to 100 library directors from across the U.S. The libraries will be selected to ensure that all sizes as well as geographic distribution are represented. The directors will be asked to complete a brief survey indicating the utility of the research reports.

Dissemination

Results of the project will be disseminated primarily through the sharing of the project's final report, providing access to the videotapes, and providing resources in the form of PowerPoint presentations made available through the project's Web site.

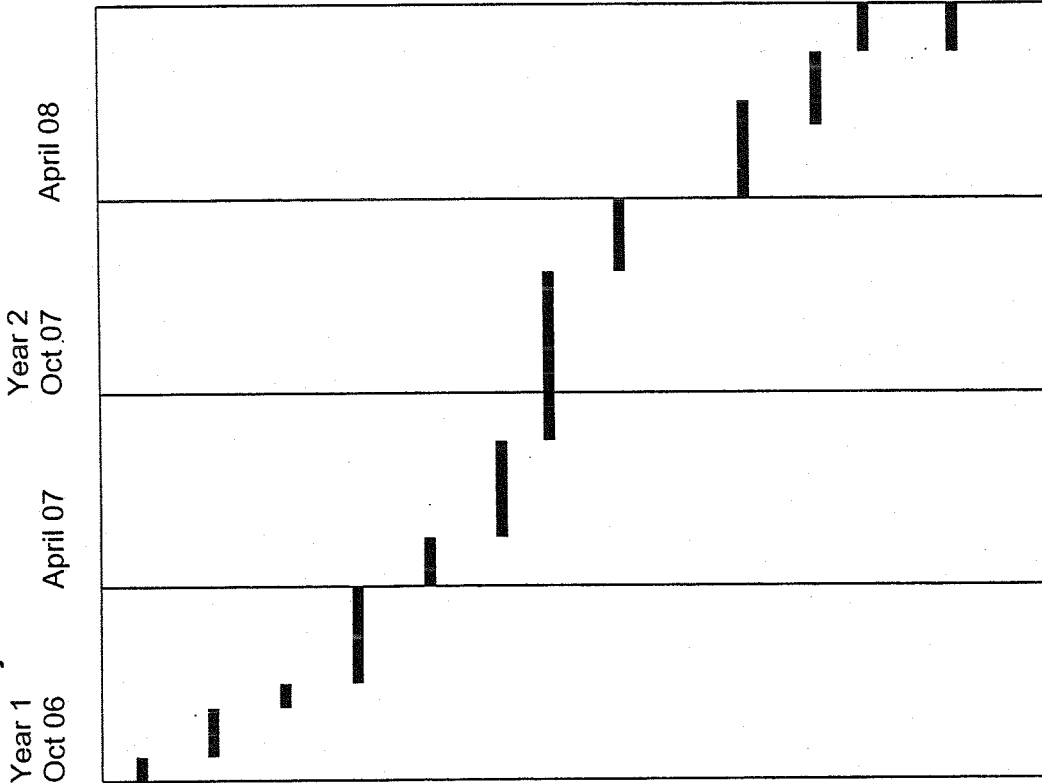
Several articles will be submitted to library and information science journals for publication including a major library publication (*Library Journal*, *American Libraries*, *Public Libraries*, etc.).

It is likely that one or more of the library directors and/or the consultants would be asked to make presentations at both national and state library association conferences. Press releases will be prepared to inform the media about the results of the project.

Sustainability

Ultimately, the success of this "Delighting the Customer" project will be determined by how quickly and how widespread other public libraries adopt the use of the results. The adoption rate will be influenced by the ready availability of the project's Final Report, the videotapes, the published articles, and availability of project developed resources to be found on the project's Web site.

Anticipated Project Timeline



Goal 1: Identify service characteristics

- Activity 1: Develop a preliminary list
- Activity 2: Revise preliminary list with libraries
- Activity 3: Identify focus group participants
- Activity 4: Conduct focus groups
- Activity 5: Focus groups summary prepared
- Activity 6: Prepare, pretest and finalize the surveys
- Activity 7: Libraries distribute and collect surveys
- Activity 8: Tabulate survey results

Goal 2: Develop the Kano Model

- Activity 9: Prepare the Kano Model and report for each library service
- Activity 10: Prepare a script for videotaping
- Activity 11: Project results presented via video
- Activity 12: Distribute results & survey to 100 directors

Susan Berk

Susan is a business and management consultant who has gained national recognition for her work with libraries, major corporations, hospitals, small business, HMO's, cities, government agencies, education, non-profit boards of directors, and professional associations. Her experience, insight and humor have made her a sought after speaker. Her appointments have included: Chairperson of the L.A. County Quality and Productivity Investment Board; Pepperdine University Alumni Board; Board of Directors for the Foundation for Effective Government; 1st Vice-chair of the Quality & Productivity Commission for L.A. County; Board of Directors for the HELP Group; Planning Committee of the American Diabetes Association; Los Angeles County Economy and Efficiency Commission.

Susan Berk received her master's degree from Pepperdine University and her bachelors degree from UCLA. She has directed her own successful consulting firm for over thirty years, designing timely, reality-based systems and programs for her clients. She has written four books on healthcare reform and continuous quality improvement for the California Association of Hospitals and Health Systems. She has coordinated the Women's Business and Management Programs at UCLA Extension, and served as advisor to the Hotel and Restaurant Management programs at Loyola Marymount University. She has served as faculty for both the bachelors and masters management programs for the University of Redlands, and has been a guest lecturer for UCLA, USC, Cal State Los Angeles, and Pepperdine University.

She has designed and delivered the WOW service training for the Cerritos Library and has an outstanding reputation for helping libraries and other public agencies develop techniques for improving customer service even during times of tremendous change that may include cutting back on services and having to bring their customers "bad news". She designed the customer service programs for Cedars Sinai Medical Center, City of Hope, Los Angeles County Libraries and Los Angeles Public Library. Susan has worked extensively on service scripting, setting library service standards, continuous quality improvement, managing service, and implementing customer focused service improvements.

Roberta Perry

Roberta Perry was a Vice President at *20th Century Fox*, responsible for the development of Fox Studios Australia's entertainment complex development, the Fox Studios Baja tour and other experience-based projects. She was also responsible for James Cameron's *Titanic*, a 50,000 square foot traveling experience.

Roberta Perry served as Vice President of Business Development at *ETI*, a worldwide leader in audio, video and show control systems.

At *iiWERKS Entertainment*, Roberta was Vice President of Marketing and Managing Director for the America's; responsible for marketing, promotions and new business development for this large and special format motion picture hardware and Production Company.

As the National Director of Entertainment for *Stuart Anderson's Restaurants*, she was responsible for 100 night clubs nationwide, including technical design, entertainment programming, marketing and promotions.

Roberta Perry was a founding member of the *Themed Entertainment Association* and served as the association's president. She is the past chairman of the *International Nightclub and Bar Association*, past board of director's member for the *National Restaurant Association Marketing Executive Group*, past member of the *NFL Sunday Ticket Advisory Board* and the *City of Seattle's Fair Campaign Practices and Ethics Committee* chair.

Roberta also served on several advisory boards, including: *Editorial Advisory Board*, *The Ezone magazine*- "connecting creators and clients;" *Editorial Advisory Board*, *Entertainment Management magazine*; and *EXP3 conference* (6/2-4/03), "where experience intersects with place," *Council of Advisors*.

Roberta has been a guest speaker at many conferences including: the *International Association of Amusement Parks & Attractions*, *Urban Land Institute*, *Leisure Expo*, *TILE (Europe)*, *World Gaming Congress*, *Fun Expo*, *Entertainment Real Estate*.

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees

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

SUBJECT: Legislative Issues and a Review of the Status of the State Budget and State Library Budget

DATE: January 16, 2006

BACKGROUND

The Legislative information and a copy of the outline of the State of the State Message are included with Agenda item 24.

The California Library Association "Day in the District" events are scheduled for Friday, January 27 and Friday, February 3, 2006. They are asking library representative to schedule visits with legislators and local staff members in the local legislative offices. The Board may want to discuss its participation in this project and what messages they would like to share with Assemblywoman Daucher and Senator Margett.

The California Special Districts Association Legislative Affairs Day will be April 18 and the California Library Association Legislative Day will be on April 20, 2006 in Sacramento. The Board may want to have someone participate in one or both of these events.

Any updated information will be presented at the Board Meeting.

RECOMMENDATION

Action to be determined by the Library Board of Trustees.

ANPLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees

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

SUBJECT: **Final adoption of the position descriptions for the Manager of Administrative Services and the Library Director.**

DATE: January 16, 2005

BACKGROUND:

At its Regular Meeting on January 4, 2005 the Library Board of Trustees adopted as a first reading the job description statement for the Manager of Administrative Services, Attachment A, and the revised job description statement for the Library Director. These documents are ready for final adoption. At this point they will become part of the Placentia Library District Policy Manual as Policy Numbers 2303 and 2300.

These actions will complete the work of the exempt employee salary and classification realignment that began in May 2005.

RECOMMENDATION:

1. Final adoption of the job description for Administrative Services Manager, Placentia Library District Policy 2303, as adopted January 4, 2006.
2. Final adoption of the job description for Library Director, Placentia Library District Policy 2300, as adopted January 4, 2006.



Placentia Library District

POLICY HANDBOOK

POLICY TITLE: Job Description – Manager of Administrative Services

POLICY NUMBER: 2303

2303.1 Description: The Manager of Administrative Services, under the general direction of the Library Director, performs a wide variety of complex administrative, personnel, accounting and risk management tasks requiring specialized ability and knowledge; tasks performed involve the interpretation and application of broadly defined policies and procedures. The Manager of Administrative Services works directly with the Library Board of Trustees, library management and other staff and may be designated in charge of the District during the absence of the Library Director. The responsibilities and essential duties performed on a frequent and recurring basis by the Manager of Administrative Services include the following:

2303.1.1 Attends meetings, prepares and certifies agendas, prepares minutes and maintains official records and documents of the District's Board of Trustees and all of its committees and such other meetings as the Library Director assigns.

2303.1.2 Manages the employment process and maintains confidential personnel records for all District staff. This includes but is not limited to preparing and placing job opening listings; preparing application forms and incorporating changes required by law or approved by the Library Director; receiving applications and determining who meets the minimum qualifications for the position; coordinating with the Library Director and other Managers the applications of those to be invited for an interview; participating as a panel member in all interviews to monitor the legal and risk management compliance requirements; communicating with candidates about the application and interview process; recruiting panel members for interviews; in consultation with the Library Director and other Managers preparing the question list for each interview; maintaining the application and interview materials in compliance with State and Federal laws; in consultation with the Library Director and other Managers preparing the written offer of employment for each employee; scheduling employment physicals and receiving and filing the results; completing and filing all pre-employment, payroll and insurance paperwork; and issuing keys, risk management information and the Placentia Library District Personnel Manual.

2303.1.3 Prepares performance evaluations and merit pay increase recommendations for all Administrative Services staff for the Library Director's review.

2303.1.4 Maintains schedules for work activities, performance evaluations and merit pay increase recommendations for all Library staff and coordinates same with the Library Director and other Managers.

2303.1.5 Maintains the District's checkbooks and general ledger; manages accounts payable/receivable; prepares items for payment; and prepares the payroll and tax filings.

2303.1.6 Maintains cordial relations with all persons entitled to the services of the District, and attempts to resolve all public and employee complaints.

2303.1.7 Carries into effect the expressed policies of the Board of Trustees, including planning the short, medium and long-term work program for administrative activities; facilitates constructive and harmonious staff relations and communicates Board goals and objectives to the community.

2303.1.8 Prepares monthly and annual reports on administrative and other activities as needed.

2303.2 Typical Tasks:

2303.2.1 Directs, coordinates, and reviews the administrative activities of the District concerning personnel, risk management, accounting, purchasing, building maintenance, meeting room, and equipment..

2303.2.2 Manages the passport application agency, coordinates communications with the United States Department of State, serves as a United States Passport Application Acceptance Agent, trains all full time and designated part time staff as Passport Acceptance Agents, trains all Passport Acceptance Agents on changes in processing procedures and Federal requirements, and coordinates supplies and mailing procedures.

2303.2.3 Prepares and submits the District's financial and other reports to the Library Director, the State Library of California and other governmental agencies as required.

2303.2.4 Deposits receipts, maintains checkbooks and processes bills for payment for the District and Placentia Library Foundation and coordinates communication with the Orange County Auditor and the Orange County Treasurer.

2303.2.5 Maintains the office general ledger for the District and the Placentia Library Foundation. Prepares materials for the annual audit and coordinates all activities with the District's independent auditor.

2303.2.6 Prepares and maintains a variety of files records including payroll and personnel records, worker's compensation, risk management, pension fund and 457 plan records.

2303.2.8 Serves as the primary contact for receiving concerns from staff about personnel and facility-related issues and from the public about District services, entrepreneurial activities and facility-related issues; and negotiates and implements resolutions or refers policy-related issues to the Library Director or other Managers.

2303.2.9 Coordinates repairs, maintenance and safety of the District's physical facility.

2303.2.10 Negotiates and manages contracts and service agreements with District vendors and coordinates bid processes and purchasing as assigned by the Library Director.

2303.2.11 Makes recommendations to the Library Director concerning the promotion and marketing of entrepreneurial activities and District services.

2303.2.12 Participates in Library Board and Committee meetings by preparing agendas and/or agenda items assigned by the Library Director, presenting policy matters for Board review and preparing minutes.

2303.2.13 Operates a personal computer and uses applicable software to prepare a wide variety of reports, correspondence and other material.

2303.3 Required Qualifications: Bachelor's Degree in Business, Accounting, Public Administration or a business-related field from an accredited college or university, three years of increasingly responsible experience in an administrative office environment using bookkeeping/accounting, payroll, word processing, spreadsheet and database, software plus experience with scheduling and demonstrated writing skills. Possession of Master's degree in Public Administration or a business-related field or Library Science is desirable. Possession of a valid California driver's license and status as a United States Citizen is also required.

2303.4 Skills and Abilities:

2303.4.1 Knowledge of office practices and procedures, office equipment, filing systems, business correspondence methods, and good business English including vocabulary, grammar and spelling.

2303.4.2 Knowledge of basic fund accounting, cost accounting and budgeting.

2303.4.3 Knowledge of personnel and risk management practices.

2303.4.5 Ability to manage work flow in an orderly fashion for self and others while processing multiple simultaneous projects; ability to perform difficult clerical work and make decisions based upon District policies and procedures.

2303.4.6 Ability to supervise and direct staff and implement applicable policies and procedures.

2303.4.7 Ability to analyze difficult problems, recommend solutions and take independent action.

2303.4.8 Ability to prepare and present reports which conform to prescribed style(s) and format(s) and present information to management and the Library Board of Trustees.

2303.4.9 Ability to meet and serve the public courteously and efficiently and establish and maintain effective relations with co-workers and community organizations.

2303.4.10 Ability to operate a personal computer and use applicable software including Word, Excel, Access and QuickBooks.

2303.4.11 Possession of or ability to obtain a Cardiopulmonary Resuscitation (CPR) certificate from a source acceptable to the Library Board within 6 months of employment in this position.

2303.5 Physical Demands:

2303.5.1 The physical demands described here are representative of those that must be met by an employee to successfully perform the typical tasks of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the typical tasks.

2303.5.1.1 Must possess mobility to work in a standard office setting and to visit meeting sites.

2303.5.1.2 Must possess mobility to operate a motor vehicle.

2303.5.1.3 Must possess hearing and speech to communicate in person, before groups and over the telephone.

2300.5.1.4 Must possess vision to read printed materials and a computer screen.

2300.5.1.5 Must possess stamina to move about the Library.

2300.5.1.6 Must have balance, coordination dexterity levels appropriate to the duties to be performed.

2303.6 Working Environment/Conditions:

Most work is performed in an office setting, although there may be occasional exposure to inclement weather conditions, noise, dust and potentially hazardous materials. The Manager of Administrative Services sits, stands, walks, kneels, twists, reaches, bends, grasps, uses a personal computer, keyboard and related equipment, lifts and move boxes weighing 30 pounds or less and may push or pull a loaded book cart. Weekend and evening work and attendance at off-hours meetings are required.

2303.7 Fair Labor Standards Act Designation: Exempt – Administrative.



Placentia Library District

POLICY HANDBOOK

POLICY TITLE: Job Description – Library Director
POLICY NUMBER: 2300

2300.1 Description. The Library Director is the Executive Officer of the District and for the Board of Trustees, administers the District; has exclusive management and control of the operations, activities and functions of the District, subject to approval by the Board of Trustees; provides day-to-day leadership for the District; provides a motivating work climate for District employees and has general charge, responsibility and control over all property of the District. The responsibilities and essential duties performed on a frequent and recurring basis by the Library Director include the following:

2300.1.1 Attends all meetings of the District's Board and such other meetings as the Board specifies from time to time.

2300.1.2 Employs staff and other employees necessary for the proper administration of the District and the proper operation of the work of the District, in accordance with Policy #2150, "Compensation," subject to approval by the Board of Trustees.

2300.1.3 Supervises management and technical staff and through them all library staff.

2300.1.4 Delegates authority as appropriate and has authority over all Library staff including terminating staff for cause or lack of worthwhile work.

2300.1.5 Maintains cordial relations with all persons entitled to the services of the District, attempts to resolve all public and employee complaints and encourages citizen participation in the affairs of the District.

2300.1.6 Carries into effect the expressed policies of the Board of Trustees, including planning the short, medium and long-term work program for the District; facilitates constructive and harmonious Board relations and communicates Board goals and objectives to the community.

2300.1.7 Prepares and oversees the District budget, conducts studies and makes oral and written presentations.

2300.1.8 Directs and participates in the preparation monthly and annual reports on library activities.

2300.1.9 Approves the continuing education and in-service training programs of the District.

2300.2 Typical Tasks

2300.2.1 Directs, coordinates, and reviews the activities of the various library departments concerning personnel, resources, equipment, services and programs.

2300.2.2 Prepares the library budget for Board review; administers adjusted budget.

2300.2.3 Serves as liaison between the Library District/Board, other libraries, organizations and individuals in the community in order to aid in the development, coordination, and classification of the library program.

2300.2.4 Plans and organizes the development of long-range library building programs, additions to library services and related activities.

2300.2.5 Oversees the recruitment of and selects library personnel; evaluates the performance of library personnel and conducts labor negotiations as needed.

2300.2.6 Directs and coordinates the public relations activities of the library.

2300.2.7 Participates in Library Board meetings, prepares the agenda, presents policy matters for Board review and writes meeting minutes.

2300.2.8 Formulates library personnel policies for Library Board review, plans and organizes training programs, had has responsibility for personnel actions, work assignments and related matters.

2300.2.9 Develops workload indicators to measure progress towards the achievement of goals.

2300.2.10 Develops and evaluates special programs.

2300.2.11 Prepares and submits a variety of activity reports to the Library Board, the State Library of California and to other governmental agencies as required.

2300.2.12 Oversees the acquisition, implementation and usage of data processing systems.

2300.2.13 Operates a personal computer and uses applicable software to prepare a wide variety of reports, correspondence and other material.

2300.2.14 Serves as a United States Passport Application Acceptance Agent.

2300.3 Required Qualifications: Master's Degree in Library Science, Information Science or a related field from an accredited college or university, five years of increasingly responsible experience in public library management positions, including extensive experience in a supervisory capacity, possession of a valid California driver's license and be a United States citizen. Possession of a Bachelor's or Master's Degree in Public Administration or a related field in addition to the Master's Degree in Library Science, Information Science or a related field is desirable.

2300.4 Skills and Abilities:

2300.4.1 The ability to efficiently prepare annual budgets and long-term revenue/outlay plans.

2300.4.2 The ability to effectively communicate verbally and in writing with the Library Board, staff, constituents and representatives of other agencies.

2300.4.3 The ability to meet and serve the public courteously and efficiently and establish and maintain effective relationships with subordinate staff and community organizations.

2300.4.4 Extensive knowledge of the principles and practices of modern public Librarianship.

2300.4.5 Extensive knowledge of planning, administering and appraising a public library program.

2300.4.6 Ability to supervise and direct staff and implement applicable policies and procedures.

2300.4.7 Knowledge of literature and standard works in various fields.

2300.4.8 Ability to analyze difficult problems, recommend solutions and take independent action.

2300.4.9 Possession of or ability to obtain a Cardiopulmonary Resuscitation (CPR) certificate from a source acceptable to the Library Board within 6 months of employment in this position.

2300.4.10 Ability to operate a personal computer and use applicable software.

2300.5 Physical Demands:

2303.5.1 The physical demands described here are representative of those that must be met by an employee to successfully perform the typical tasks of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the typical tasks.

2300.5.1.1 Must possess mobility to work in a standard office setting and to visit meeting sites.

2300.5.1.2 Must possess mobility to operate a motor vehicle.

2300.5.1.3 Must possess vision to read printed materials and a computer screen.

2300.5.1.4 Must possess stamina to move about the Library.

2300.5.1.5 Must possess hearing and speech to communicate in person, before groups and over the telephone.

2300.5.1.6 Must have balance, coordination and dexterity levels appropriate to the duties to be performed.

2300.6 Working Environment/Conditions:

Most work is performed in an office setting, although there may be occasional exposure to inclement weather conditions, noise, dust and potentially hazardous materials. The Library Director sits, stands, walks, kneels, twists, reaches, bends, grasps, uses a personal computer, keyboard and related equipment and lifts and moves boxes weighing 30 pounds or less. Weekend and evening work and attendance at off-hours meetings and occasional travel are required.

2300.7 Fair Labor Standards Act Designation: Exempt – Administrative.

To: Elizabeth Minter, Library Director
From: Vernon Napier, Manager of Technical Services
Date: January 12, 2006
Re: **Status Report on the Website Project.**

2/7
1

Development of the Library's new website continues. I recently met our consultant and given him pages of representative text to incorporate into the framework he has designed. We will meet again late January to review the results.

Meanwhile, we have scheduled a work session with the Board of Trustees to learn what information they wish to publicize via the website. To assist them I have provided URLs to several websites that seem most relevant to our situation; namely -


Palos Verdes Library District <http://www.pvld.org/about/board.shtml>
Buena Park Library District http://www.buenapark.lib.ca.us/board_of_trustees.htm
Yorba Linda Water District <http://www.ylwd.com/>
Irvine Ranch Water District <http://www.irwd.com/AboutIRWD/board.php>
Olivenhain Municipal Water District <http://www.olivenhain.com/>
Contra Costa MVCD http://www.ccmvcd.dst.ca.us/board_of_trustees.htm

The work session will take place on Wednesday, January 25, at 9:00 am.

We will be scheduling similar meetings with the Friends and the Foundation.

At this point I anticipate presenting an overview of the new web site at the Library Board meeting on February 21, 2006 and to the Friends Board on March 6, 2006.

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director 
SUBJECT: Strategic Planning
DATE: January 16, 2006

BACKGROUND

Plan Development

A draft of the Plan Document will be distributed at the meeting so that the Board may have an opportunity to review it prior to the next Strategic Planning Committee meeting.

RECOMMENDATIONS

Set date for the next meeting of the Strategic Planning Committee (a Library Board Work Session).

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *edm*
SUBJECT: Library Director's Report
DATE: January 16, 2006

Activities Report:

- Dec 18 Participated in the Friends bus excursion to the steam railroad in Fillmore for the North Pole Express
- Dec 21 Attended the Literacy party for the Tuffree Junior High students in the after school tutoring program.
- Dec 22 Attended the Literacy party for the HIS House homework assistance students in the LSTA Grant project.
- Dec 30 Picked up the apron supplied in the Fashion District, Los Angeles.
- Jan 3 Met with Brenda Manriquez to review the audit checklist for internal controls.
- Jan 4 Library Board meeting continued from December 19.
- Jan 5 Return trip to the Fashion District, Los Angeles because the material had been inaccurately measured.
- Jan 7 Saturday manager for the Library and participated in the Strategic Planning Workshop with the Placentia Library Foundation Board of Directors from 9:00 A.M. to 3:30 P.M.
- Jan 9 Participated in Friends of Placentia Library Board of Directors Meeting.
- Jan 10 Attended the Independent Special Districts of Orange County Executive Committee meeting in Fountain Valley.
- Met with Library Consultant Joe Matthews to sign grant application for joint project with Cerritos, Carlsbad, Torrance and Beverly Hills Public Libraries.
- Met with Trustee Turner to discuss Foundation Strategic Planning session.
- Jan 11 Met with Trustee President Shkoler to discuss Foundation Strategic Planning session.


Met with Trustee Secretary Escobosa to discuss Foundation Strategic Planning session.

Staff Meetings:

- Dec 21 Discussed the new personnel form for leave requests. Announced the new mileage rate effective January 1, 2006.
- Jan 4 Discussed meeting topics for the first quarter of 2006. Discussed changes in Passport processing as a result of changes in forms. Discussed the implementation of the new postage rates. Discussed the old dress code and decided that the supervisors need to submit suggestions for changes.

Agenda Item 35

TO: Elizabeth Minter, Library Director

FROM: Jim Roberts, Public Services Manager 

DATE: January 16, 2006

SUBJECT: Program Committee Report for the month of December.

ADULT SERVICES

	Dec 04-05	Dec 05-06	YTD 04-05	YTD 05-06
NUMBER OF PROGRAMS	1	1	5	6
NUMBER OF ATTENDEES	20	55	63	183

CHILDREN'S SERVICES

	Dec 04-05	Dec 05-06	YTD 04-05	YTD 05-06
NUMBER OF PROGRAMS	28	27	115	128
NUMBER OF ATTENDEES	888	887	4,672	5,452

PROGRAM COMMITTEE

	Dec 04-05	Dec 05-06	YTD 04-05	YTD 05-06
NUMBER OF MEETINGS	0	2	0	7
NUMBER OF ATTENDEES	0	10	0	38
NEWS RELEASES	NA	1	NA	10

LITERACY SERVICES

	Dec 04-05	Dec 05-06	YTD 04-05	YTD 05-06
Total Tutors	151	133	237	254
Total Students	268	195	280	291
Total Hours	1,210	1,381	6,596	6,855

For more detailed literacy statistics, see Agenda Item 37, pages 2 of 3 and 3 of 3.

To: Elizabeth Minter, Library Director

From: Caroline Gurkweitz, Children's Librarian

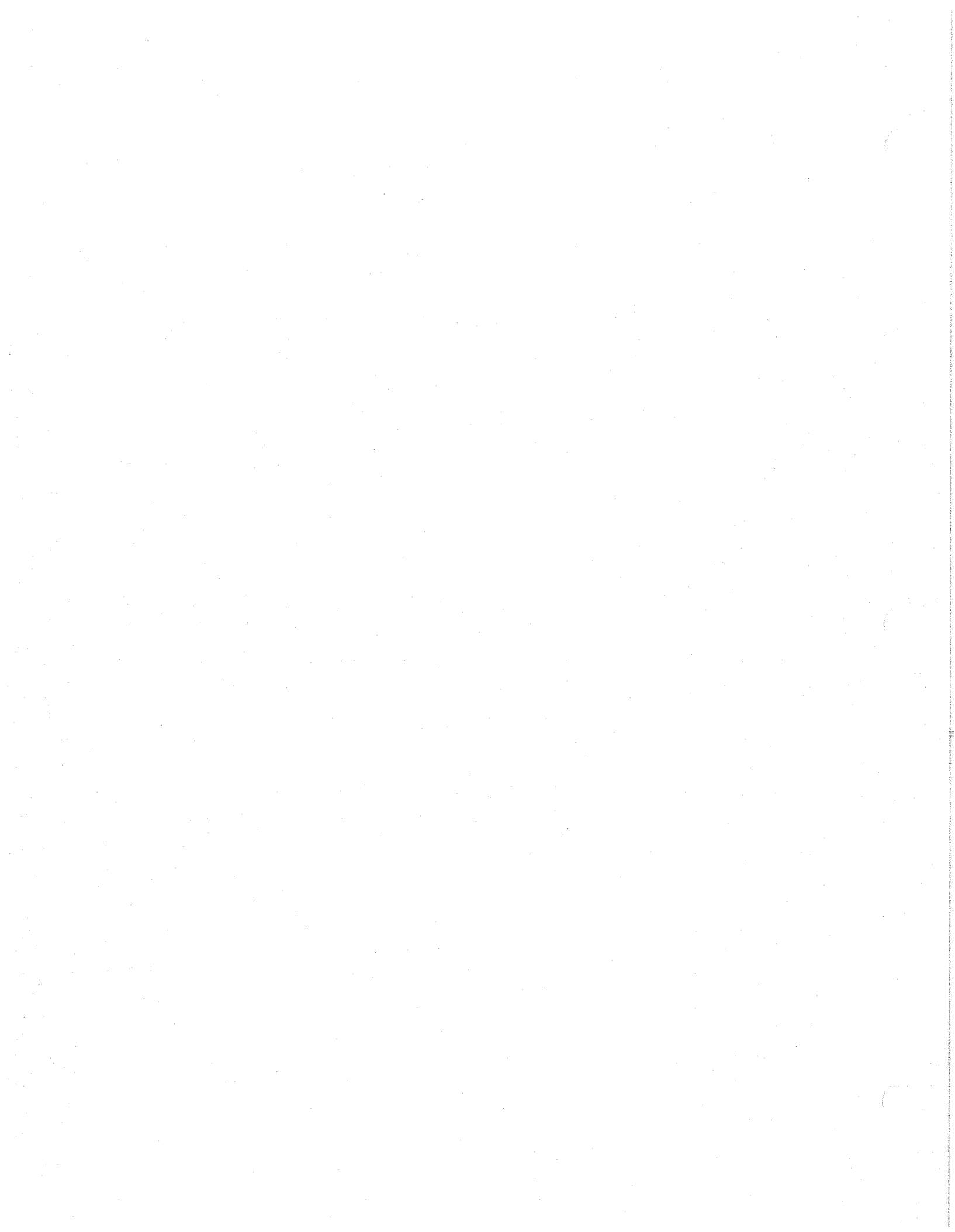


Date: for Board Meeting, January 16, 2006

Subject: December 2005 Activities in the Children's Department

Attachment: Memo of upcoming events sponsored by Dixie Shaw.

TYPE OF PROGRAM	NUMER OF PROGRAMS	TOTAL ATTENDANCE
Lap Sit 2 years and under	5	116
Story Time I : 6 years & under	5	104
Story Time II : 6 years & under	5	168
Music Time: 1 - 3 year olds	4	114
Music Time : 4 - 6 year olds	4	82
Read to the Dogs event	1	32
Total December 2005	24	616
December 2004	2	94
Current FY to date	152	6068
Previous FY to date	117	4766



Memo

To: Jim, Elizabeth

From: Caroline *Car*

Date: Tuesday, January 10, 2006

Subject: Additional information for Dixie Shaw events

Dixie Shaw has funded 3 upcoming events to celebrate:

- Month of the Young Child,
Sunday, April 23
2:00 to 4:00 p.m.
- National Poetry Month
Sunday, April 30
2:00 to 4:00 p.m.
- Imagination Celebration of Orange County
Sunday, May 7
2:00 to 4:00 p.m.

Overview:

Dixie Shaw wants parents to know about sources of information having to do with the care and education of young children, and, in addition, cultural activities available to families with young children in the Placentia area.

1. **The Month of the Young Child event** will include an assortment of information tables staffed by members of organizations such as the Mom's Club of North and South Placentia, area pre-schools, health care, etc. There will be a performance for families to enjoy. We may, or may not, have refreshments, a prize drawing, a craft, and goodie bags to hold information and give-aways from the information tables.
2. **The National Poetry Month event** will be a poetry reading designed for older children (school age) and adults. Meredith Laskow may read some of her own work, and Gary Bell will perform readings. We are hoping to get the Council Chamber in the City Hall for this event. Children's Department may do a poetry writing contest in cooperation with John Tynes School, exhibit entries in the department, and award a prize.
3. **The Imagination Celebration of Orange County event** will have a format similar to the Month of the Young Child event. Information tables will be staffed by arts and culture groups from the area. There will a performance, or performances, designed for families.

A companion event will be held by Adult programming on a different day. This is a speaking engagement on the topic of maintaining creativity in young children and families.

Fund Distribution:

Dixie has donated \$3000 to cover all the events.

- While it is easy to assume \$3000 divided by 3 events is \$1,000 per event, it does not work out that way. The first and third events are more costly than the second event. I have Dixie's permission to adjust the distribution as needed.
- Performers will be the greatest expense. I will attend the SLS Performer's Showcase on January 26th, 2006 and will decide on performers on that day. I expect all performers for Dixie's events to cost a total of \$1,500 to \$2,000.
- Other expenses will be decorations, posters, balloons, refreshments, craft supplies, goodie-bags, etc.

TO: Elizabeth Minter, Library Director

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

DATE: January 16, 2006

SUBJECT: Placentia Library Literacy Services (PLLS) Activities Report for the month of December.

Tutor Training. There were two tutor training workshops in December, and twelve tutors were trained, eight adults and four teens. All new volunteer tutors are matched or pending match.

Families for Literacy (FFL) Program Status. We had no FFL programming in December.

Placentia Rotary Reading Enrichment Program (PRREP). PRREP started again this school year early October. Thus far, we have recruited more than 60 PRREP tutors from El Dorado High School and Valencia High School, and they are again participating in the program this school year.

Update on the two new PLLS homework clubs. The Topaz-Tuffree Homework Club at Topaz Elementary School is averaging around 20 students every Monday-Thursday from 4-6 PM. At the Homeless Intervention Shelter (H.I.S. House), we are averaging twelve (12) school-age children Tuesday, Wednesday, and Thursday from 6:30-8:00 PM.

English Language and Literacy Intensive (ELLI) Program Update. We have already started ELLI again this school year. We have ELLI active at three elementary schools: Ruby Drive, and Topaz, and Tynes, and we presently have six tutors who are working with more than 200 grade school students.

Grant Update. Our grant writer, Machoskie & Associates submitted a letter of inquiry to Boeing in December.

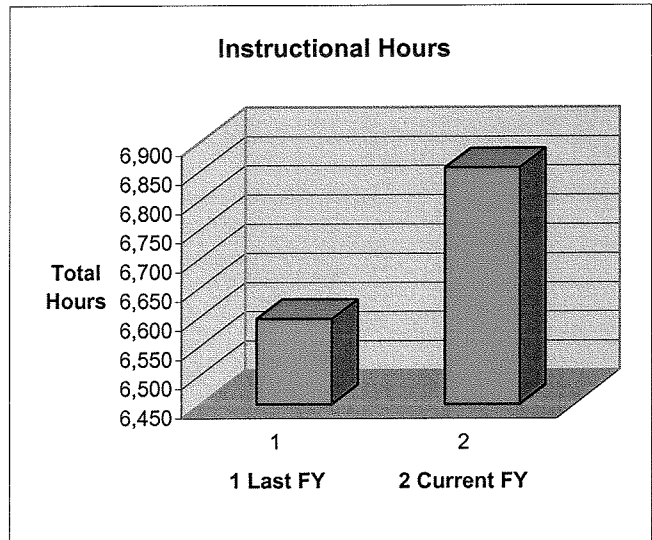
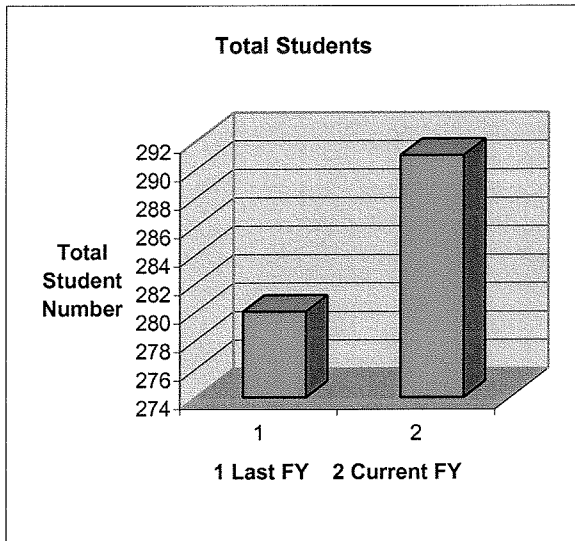
Federal Work Study (FWS). Our FWS partnership with Financial Aid at Cal State Fullerton grew stronger during FY 2004-05. In that respect, our FWS allocation for FY 2005-06 is now \$90,000, and we already have sixteen (16) students approved for this school year. Our FWS partnership is also very strong with Western State College University of Law as we have thirteen (13) already signed-up.

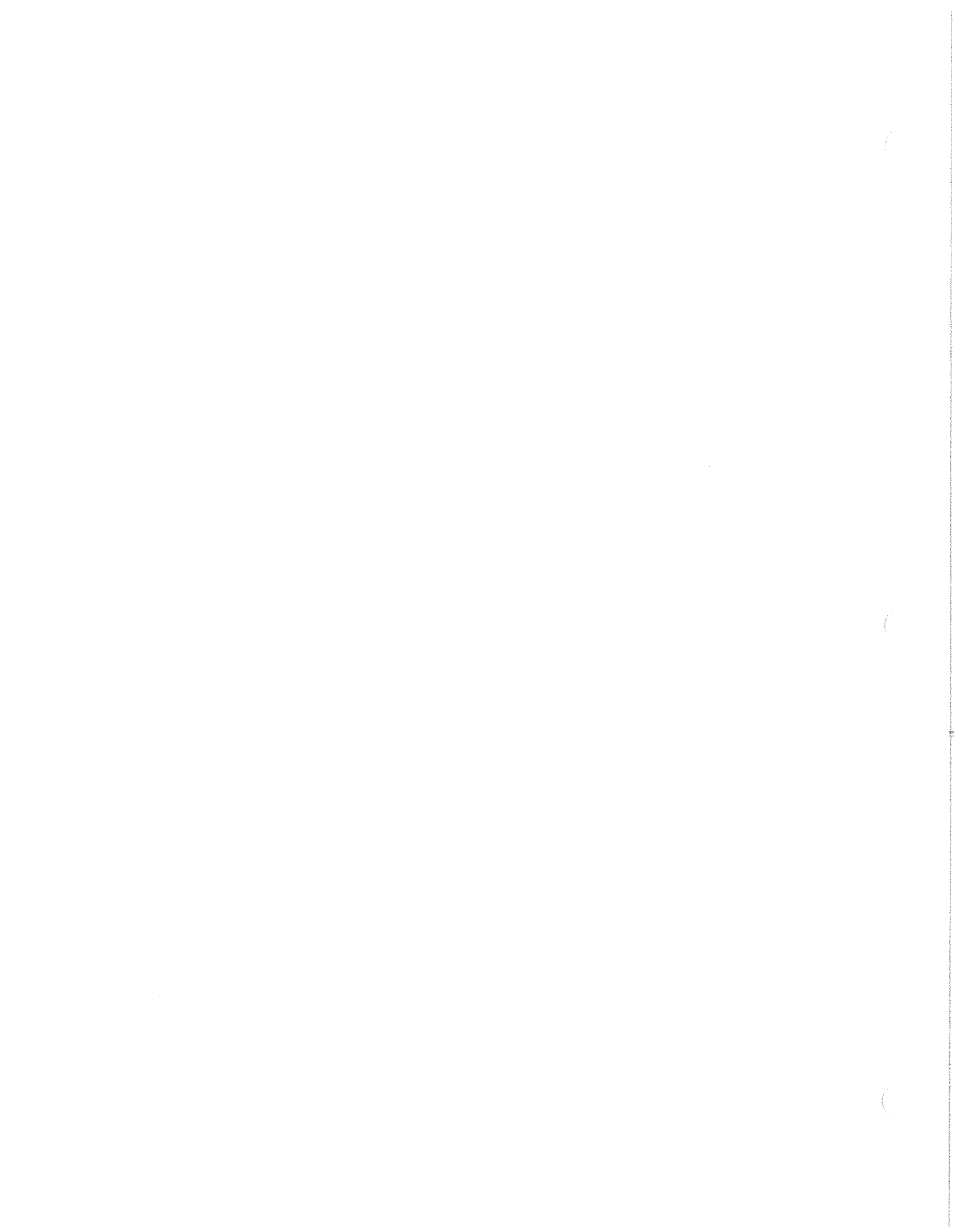
Literacy statistics. See Agenda Item 37, Pages 2 of 3, and 3 of 3.

Placenta Library Literacy Services

Report of Growth and Progress

	Dec 04-05	Dec 05-06	YTD 04-05	YTD 05-06
Tutors				
Adult	75	67	134	105
Teen	76	66	103	101
Hours Instruction	1,210	1,381	6,596	6,855
Other Volunteer Hours	120	120	520	660
Total Hours	1,330	1,501	7,116	7,515
Training Workshops				
Workshops Held	4	2	18	18
Tutors Trained	13	12	139	141
Students				
With Adult Tutors	122	127	128	170
With Teen Tutors	122	68	128	121
In Groups	24	0	24	0
Total Active Students	268	195	280	291
Families for Literacy				
Family Students	6	5	6	6
Family Tutors	6	5	6	6
Hours of Instruction	80	60	160	300
ELLI Program				
K-6th Grade Students	45	184	45	197
Tutors for K-6th Grade	15	6	15	12
Hours of Instruction	148	736	1,706	3,235
Homework Clubs				
On-Site: Students	0	70	0	429
On-Site Tutors	0	2	0	18
Hours of Instruction	0	64	0	364
H.I.S. House Students	0	4	0	23
H.I.S. House Tutors	0	1	0	14
Hours of Instruction	0	122.25	0	492.25
Topaz Students	0	5	0	45
Topaz Tutors	0	1	0	33
Hours of Instruction	0	290.75	0	1664.5
Total Tutors	151	133	237	254
Total Students	268	195	280	291
Total Instruction Hours	1,210	1,381	6,596	6,855





TO: Elizabeth Minter, Library Director

FROM: Mary Strazdas, Librarian *MCS*

DATE: January 16, 2006

SUBJECT: Reference and Adult Services Report for December, 2005

- There were two Program Committee meetings during the month.
- There was one program held in December that drew over 50 people.
- In December, the trough featured books by D. P. Lyles, who will speak at the Author's Luncheon in March, as well as forensic titles; and a collection of books for the holidays.

Statistical Comparisons at the Reference Desk
December FY 2005/2006

	2004	2005	YTD 04-05	YTD 05-06
Phone Reference Questions	147	143	1,051	1,169
Desk Reference Questions	1335	1154	7,967	9,317
E-Mail Reference Questions	3	3	33	34
Ready Reference	41	42	259	202
Instruction	38	111	328	488
Computer Use	2086	2027	11,823	15,611
Reference Books: In-Library Use	21	2222	6,179	17,120
Patron Database Signups	177	177	1,266	1,237

TO: Elizabeth Minter, Library Director
FROM: Gary Bell, Librarian *GB*
DATE: January 16, 2006
SUBJECT: History Room report for December

History Room visitors in December: fiscal year 2005-2006 2
History Room visitors in December: fiscal year 2004-2005 2

There were requests for Valencia and El Dorado High School yearbooks form the years 1959 and 1995.

John E. Stahler of the Bradford House and Cal. State Fullerton spent several hours in the History Room doing research on A. S. Bradford and Placentia history.

Alfred Agguire's Oral History was presented to the Placentia History Room.

There was a request from the Placentia/Yorba Linda Unified School District for information on McFadden School.

Copies from our church files were made for a patron seeking information on the history of the Episcopal Church of the Blessed Sacrament on Angelina Drive.

Pictures and aerial photographs of the local packing houses were requested.

A DVD of the film footage of the 1938 flood was received from our videographer.

Several books were purchased and several volumes added to the history collection.

Agenda Item 40

To: Elizabeth Minter, Library Director

From: Jim Roberts, Public Services Manager *JWR*

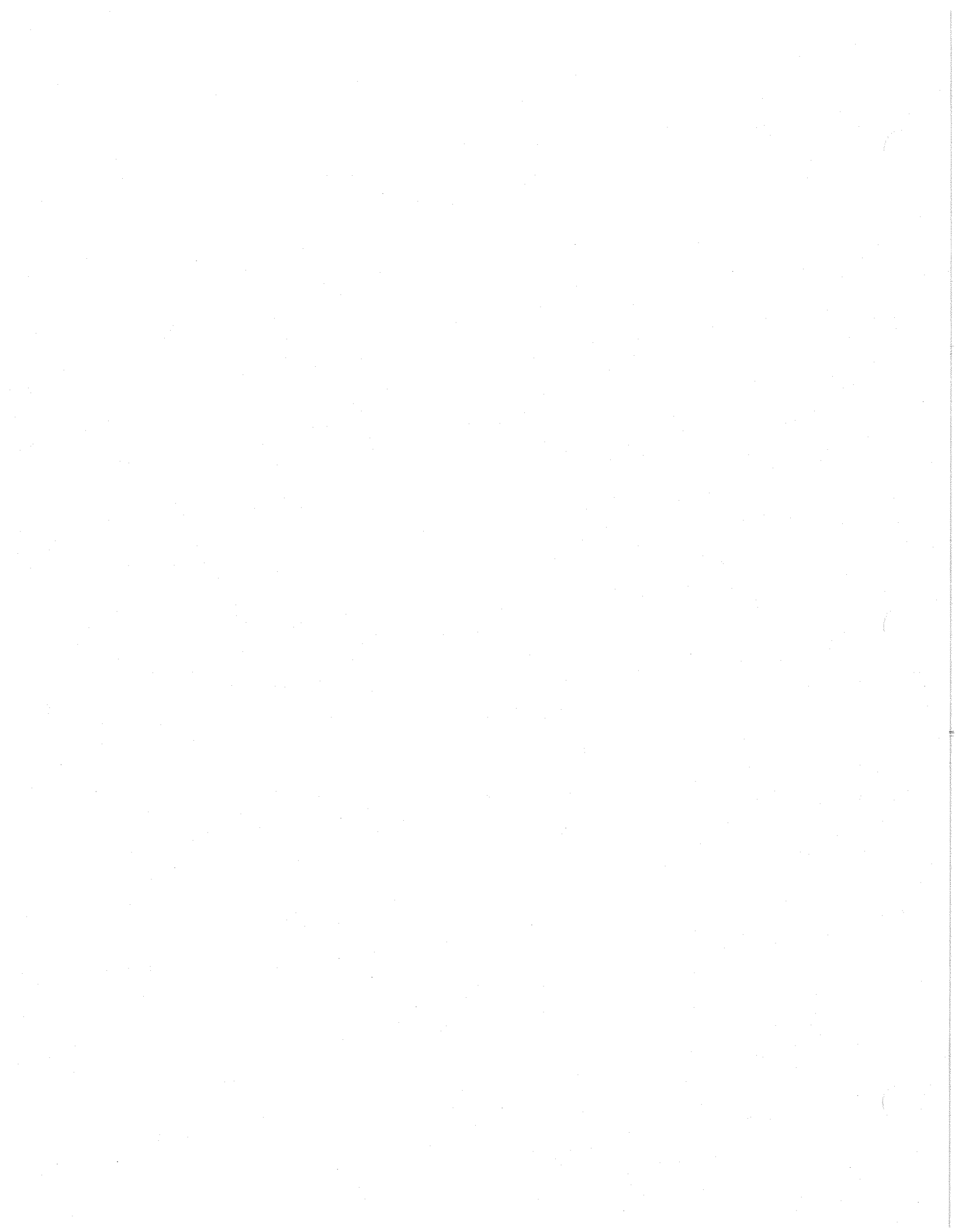
Date: January 16, 2005

SUBJECT: Placentia Library Web Site Development Report for the month of December.

In December, the Placentia Library District had 31,493 "hits," an average of 1,016 a day. Our year to date statistics are as follows:

Pages Visited	Oct 04-05	Oct 05-06	Nov 04-05	Nov 05-06	Dec 04-05	Dec 05-06
Borrowers	266	266	212	270	189	228
Friends	91	145	96	161	128	176
District	161	261	127	199	220	179
Kids	319	498	292	486	190	410
Foundation	111	136	95	119	81	117
History Room	202	364	201	487	183	313
Literacy/CLC Logo	139	252	161	189	178	148
Passports	272	680	249	695	612	781
Poet Laureate	626	571	700	474	520	529
Total Views Most Hits	2,193	3,173	2,113	3,080	2,301	2,881

Total Most Hits YTD 9,441 11,638 11,574 14,718 13,875 17,599



TO: Elizabeth Minter, Library Director
FROM: Vernon Napier, Technical Services Manager
DATE: January 10, 2006




SUBJECT: Technology Report for December 2005

- Changed loan period for magazines to 7 days
- Continued work on the Library's new website
- Integrated and re-shelved the adult fiction collection.

Projects under consideration

- Approach Friends of Placentia Library for contribution towards setting up of audio book service.
- Offer "virtual" reference service using Instant Messaging software
- Convert newspapers on microfilm to a digital medium

TO: Elizabeth Minter, Library Director

FROM: Laranne Remling, Development Director and Volunteer Coordinator 

DATE: January 16, 2006

SUBJECT: Publicity materials produced for December 2005

Information on the Placentia Library cable channel #24, updated November 2005:

1. Welcome to Placentia Library, address, website & telephone number
2. Library Board of Trustees
3. Board of Trustees Meeting Schedule
4. Library Hours
5. Library Departments
6. Holiday Photos with Santa & Mrs. Claus
7. Friends of Placentia Library Used Bookstore
8. Bookstore Volunteers Needed
9. Special Back Room Book Sale Every 2nd Sunday, Hours and Dates
10. Amazon.com
11. Library Hours
12. Shop for the Library
13. Literacy Services Logo
14. Literacy Program Tutors Needed
15. Create a Legacy
16. Placentia Historical Afghan Sale
17. 19th Annual Camp Library
18. Library Hours
19. Telephone Renewal Instructions
20. Wi Fi Here Now
21. Adopt-A-Chair
22. Apply for your passport at Placentia Library
23. Passport Hours
24. Now Doing Passport Photos
25. Library Hours
26. Holiday Photos with Santa & Mrs. Claus
27. Placentia's Newest Local History For Children & Adults
28. Lapsit Storyhours
29. Story Time I
30. Story Time II
31. Music Times, ages 3-4
32. Music Times, ages 5-6
33. Story Time at Home, *Tumblebook Library*
34. Library Hours
35. www.placentialibrary.org, 24/7 Reference, the Library Catalog
36. www.placentialibrary.org, Online Resources
37. Placentia History Room Hours
38. Placentia History Room Displays
39. Placentia History Room Collections
40. Placentia History Room Archival Resources
41. Create a Legacy
42. Thanksgiving Closures

General Newspaper articles published:

1. Library to end fee for outsiders
2. Placentia planner chosen
3. Placentia redevelopment plan
4. Cops for Kids toy drive
5. Alfred Aguirre honored for his life's works
6. Placentia giving
7. Placentia-Yorba Linda board to pick names for new schools


Library Newspaper articles published:

1. Legacy options offered by groups
2. Child's Christmas recalls Dylan Thomas
3. All aboard for Santa Express ride (2)
4. Holiday get-togethers pack Placentia's calendars - *Neighbors*
5. Reading Spree on Library menu (2)

Flyers and Notices:

1. Foundation thank you cards and ID cards are sent out
2. Adopt-a-Chair Campaign postcards
3. Email request forms
4. Friends membership campaign letters
5. Friends membership thank you letters are sent out with membership cards
6. Second Sunday book sale flyers
7. Foundation Bookplates
8. Christmas and New Year's closures
9. Care Smarter, Not Hader flyer
10. Volunteer Applications
11. Santa pictures flyers
12. North Pole Express flyers
13. Christmas in Wales flyers
14. Donor Reception invitations

Welcome to Placentia Library District



411 East Chapman Avenue
Placentia, CA 92870-6198
714-528-1906
www.placentialibrary.org

**Placentia Library
Board of Trustees**

Al Shkoler, President
Betty Escobosa
Richard DeVecchio, Ed.D
Jean Turner
Gaeten Wood

**Placentia Library
Board of Trustees**

Upcoming Meeting Schedule:
Monday, Nov 21 at 6:30 P.M.
Monday, Dec 19 at 6:30 P.M.
Monday, Jan 15 at 6:30 P.M.
Monday, Feb 20 at 6:30 P.M.


Placentia Library Hours

Sunday	1:00 - 5:00 P.M.
Monday	9:00 A.M. - 9:00 P.M.
Tuesday	9:00 A.M. - 9:00 P.M.
Wednesday	9:00 A.M. - 9:00 P.M.
Thursday	9:00 A.M. - 6:00 P.M.
Friday	C L O S E D
Saturday	9:00 A.M. - 5:00 P.M.

**Placentia Library
528-1906**

Renewals Ext.# 6
Adult Services Ext.# 209
Children Services Ext.# 212
Literacy Ext.# 213
Passport Information Ext.# 265
Volunteer Information Ext. #201
www.placentialibrary.org

Holiday Photos with Santa & Mrs. Claus




\$20.00 per picture with reservation
\$25.00 per picture at the door

**Saturday, December 3
1:30 - 3:30 P.M.**

Call 524-8408, x213 for reservations

USED BOOKSTORE



☐ Staffed entirely by Volunteers
☐ Located in the Library lobby

GREAT BARGAINS!!

Friends of Placentia Library

Bookstore Volunteers Always Needed!

Sundays 3:00 - 5:00 P.M.
Mondays 6:00 - 8:00 P.M.
Tuesdays 4:00 - 6:00 P.M.
Saturdays 11:00 A.M. - 1:00 P.M.
Substitutes needed for additional hours

Please call Laranne at 528-1925, Ext. 201 for information

SPECIAL BACKROOM SALE


BARGAINS! BARGAINS! BARGAINS!

When: Second Sunday of each month
1:00 - 4:00 P.M.
Upcoming Sales: Nov 13, Dec 11, Jan 8 & Feb 12

Where: BACKROOM where Friends sort and price donations - ENTER through delivery entrance from parking lot

What: **Everything** in stock

Why: To provide money to support Library needs while providing quality reading materials at low cost



amazon.com

Shop at amazon.com through Placentia Library's website, www.placentialibrary.org, and a percentage of the sale is donated to the Library!

Placentia Library Hours

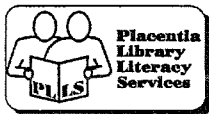
Sunday	1:00 - 5:00 P.M.
Monday	9:00 A.M. - 9:00 P.M.
Tuesday	9:00 A.M. - 9:00 P.M.
Wednesday	9:00 A.M. - 9:00 P.M.
Thursday	9:00 A.M. - 6:00 P.M.
Friday	C L O S E D
Saturday	9:00 A.M. - 5:00 P.M.

Shop for the Library
shopfortheibrary.net

NEW! Shop for the Library

Now you can shop from more than 700 online merchants and help raise funds for the Placentia Library at the same time.

Whenever you make a purchase through the Shop for the Library website, up to 25% of the sale goes to benefit the Library!



Call Literacy Coordinators Jim Roberts or Toby Silberfarb if you or someone you know needs help in reading or speaking English.

☎ 524- 8408, x215 or x213

Placentia Library Literacy Services


- Volunteer tutors needed!
- Attend one 3 hour training workshop
- Training workshops are held at the Library on the first Sunday of the month 1:30 - 4:30 P.M.
- The next scheduled workshops are: Nov 6th - Dec 4th - Jan 8th - Feb 5th

*Second Sunday of month due to holiday

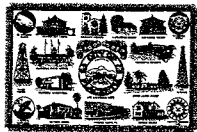
For more information and to sign up call 524-8408, Ext. 213

Support Placentia

create A Legacy



Placentia Historical Afghans




Green X Cranberry X Blue

On Sale Now at the Circulation Desk - \$63.00

Proceeds support the Placentia History Room

19th Annual Camp Library



Friday, Nov 18 - 7:30 p.m.

to


Saturday, Nov 19 - 9:00 a.m.

\$5 \$5

Registration begins Sunday, Oct 16

Placentia Library Hours

Sunday	1:00 - 5:00 P.M.
Monday	9:00 A.M. - 9:00 P.M.
Tuesday	9:00 A.M. - 9:00 P.M.
Wednesday	9:00 A.M. - 9:00 P.M.
Thursday	9:00 A.M. - 6:00 P.M.
Friday	C L O S E D
Saturday	9:00 A.M. - 5:00 P.M.



"Please enter your library card number, followed by the # sign"

Renew your books by phone
Using **TeleCirc**

714-765-1775
24 hours a day / 7 days a week

- Renew books
- Find out which titles you have checked out
- Find out which items you have on hold
- Find out which titles you have overdue
- Find out if you have any fines

It's Here Now!

Bring Your Laptop!

ADOPT-A-CHAIR

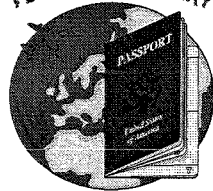
Help replace 44 splintering chairs in the Children's Department!



Call 528-1925, x201 for more information





PLACENTIA LIBRARY



Passport Application Acceptance Agency

Passport Services Available at the Library



Passport hours at the Library are:

Sunday	1:00 - 4:30 P.M.
Monday	9:00 A.M. - 8:30 P.M.
Tuesday	9:00 A.M. - 8:30 P.M.
Wednesday	9:00 A.M. - 8:30 P.M.
Thursday	9:00 A.M. - 5:30 P.M.
Friday	CLOSED
Saturday	9:00 A.M. - 4:30 P.M.

Placentia Library is an official U.S. Department of State Passport Acceptance Agency.
For Passport information: call 528-1906 Ext. 265 or visit the Library Website www.placentialibrary.org

NOW DOING PASSPORT PHOTOS!

2 PHOTOS FOR \$10

Placentia Library Hours

Sunday	1:00 - 5:00 P.M.
Monday	9:00 A.M. - 9:00 P.M.
Tuesday	9:00 A.M. - 9:00 P.M.
Wednesday	9:00 A.M. - 9:00 P.M.
Thursday	9:00 A.M. - 6:00 P.M.
Friday	C L O S E D
Saturday	9:00 A.M. - 5:00 P.M.

Holiday Photos with Santa & Mrs. Claus




\$20.00 per picture with reservation *\$25.00 per picture at the door*

Saturday, December 3
1:30 - 3:30 P.M.

Call 524-8408, x213 for reservations

Placentia's Newest Local History For Children & Adults



Available At The Library Circulation Desk
\$12.93 (including tax)

Great Gift Idea For Young & Old

Lap-sit Story Times
Presented by Lin Baesler



Ages newborn to 2 years

Thursday Mornings
9:05 – 9:25 A.M.

in the
Childrens Area

Sponsored by the
Gordon & Dixie Shaw Endowment



No pre-registration required – no charge

Story Time I
for children
under 6

Thursday Mornings
9:45 – 10:15 A.M.



Presented by Lin Baesler
No pre-registration required – no charge

Story Time II
for children
under 6

Thursday Mornings
10:30 – 11:00 A.M.



Presented by Lin Baesler
No pre-registration required – no charge

**Music Times
For Children
Ages 3 - 4**

Tuesday Evenings
6:00 – 6:30 P.M.



Featuring Lin Baesler
No pre-registration required – no charge

**Music Times
For Children
Ages 5 - 6**

Tuesday Evenings
6:30 – 7:00 P.M.

Featuring Lin Baesler
No pre-registration required – no charge

Story Time at Home

Use the *Tumblebook Library*
at
www.placentialibrary.org

Click on: Just for Kids

Click on the Tumblebooks icon

An on-line collection of animated, talking picture books

Placentia Library Hours

Sunday	1:00 - 5:00 P.M.
Monday	9:00 A.M. - 9:00 P.M.
Tuesday	9:00 A.M. - 9:00 P.M.
Wednesday	9:00 A.M. - 9:00 P.M.
Thursday	9:00 A.M. - 6:00 P.M.
Friday	C L O S E D
Saturday	9:00 A.M. - 5:00 P.M.

www.placentialibrary.org

24/7 Reference

There are times you need help, but can't make it to the library. Live, real-time help from a librarian is available, 24 hours a day. *(no library card number needed)*

The Library Catalog

You can look up what books are available at the Placentia Library, as well as Yorba Linda Library, and all of the Anaheim Library branches. *(no library card number needed)*


Additionally, you can reserve books, check on your library account, and renew your books. *(library card number needed)*

www.placentialibrary.org

Online Resources
(To access, you must have your library card number available)

- LearnATest
- Newspapers
- Facts On File
- NovelList
- General Reference Center/Magazine Index
- Business & Company Resource Center
- Health & Wellness Resource Center

Placentia History Room







**Staffed & Managed
by Librarians
& Volunteers**

Hours
Monday & Tuesday &
Wednesday
1:00 – 3:00 P.M.
Other hours by special arrangement

Placentia History Room








Displays currently featuring

-  Local school annuals
-  Traveling historical photographs of local schools
-  Books by local authors












Placentia History Room


Historical Collections Include

-  Bancroft's historical series
-  Local oral histories
-  California historical fiction
-  Complete collection of Women's Round table Scrapbooks
-  Local citrus label collection
-  Spanish made cannonball – possibly from the 1769 Portola Expedition
-  Adobe brick from Ontiveras adobe built in 1832

Placentia History Room

Archival Resources Include

-  West Atwood Yacht Club memorabilia
-  Assorted Samuel/Louis Kraemer maps and papers
-  Articles on international student visit to Placentia, Italy
-  West Placentia Little League
-  International Kiwanis papers and scrapbook (1965-1974)
-  Virginia Carpenter photograph collection
-  Placentia Courier negative collection
-  Historic photograph collection
-  Newspaper clippings, brochures, newsletters, maps of local historic interest



**Support
Placentia**

**create
A
Legacy**

Placentia-Yorba Linda board to pick names for new schools

Community offered many suggestions for the two facilities.

332
By ERICA PEREZ
THE ORANGE COUNTY REGISTER

Placentia-Yorba Linda Unified trustees decide Tuesday on names for two new district schools, wrapping up a month of community brainstorming.

More than 300 people submitted names for a new middle school in Placentia, to open in fall 2007, and Yorba Linda's long-awaited first public high school, slated for fall 2008.

The top picks among two, separate naming panels: Gualberto Valadez Middle School and Yorba Linda High School.

Two district committees of about a dozen students, parents, teachers and local history buffs teamed up in November to sift through 71 potential names.

Both committees ranked their top three choices.

"This has been referred to as Yorba Linda High School for so many years," said Kathy Baker, 70, a longtime resident who served on the high school committee. "That's what it's going to be called, no matter what you name it."

The district had a few guidelines: Middle schools are named after early pioneers or significant historical locations, while high school names should reflect the district's Spanish heritage.

Forty-four people wanted to name a school after Gualberto J. "Bert" Valadez, 92, a former teacher and coach at Valencia High School whose students still remember him.

One Yorba Linda Middle

School sixth-grader, Loren Yorba, suggested the high school be named after his great-great-great-great-grandfather, Jose Antonio Yorba.

Adriana Mucino, 16, a Valencia High School junior, sat on the middle school committee. She said the group looked at everything about the names, making sure the finalists were historical, unifying - and not embarrassing.

"One wanted it to just to be basically Placentia Middle School," she said. "The initials would be PMS. That wouldn't be good."

CONTACT THE WRITER: (714)
704-3754 or eperez@ocregister.com

PLACENTIA 332
Giving: The Christmas Clearing Bureau, sponsored by the Placentia Human Services Department, is collecting grocery gift certificates, monetary donations and new unwrapped toys for needy families in the Placentia community this holiday season. Donations may be dropped off from 7:30 a.m. to 5:30 p.m. weekdays until Dec. 15 at the Human Services Office, 900 S. Melrose St. Information: (714) 986-2333

- Sushma Subramanian
(714) 704-3796
ssubramanian@ocregister.com

TUFFREE MIDDLE SCHOOL: Every year, the middle schools send grade sheets to the elementary schools the kids attended so the administration and past teachers can see how their former students are doing.

Last year - when **TOPAZ ELEMENTARY SCHOOL** Principal Kathy Kreil was reviewing the progress of the seventh-graders who had attended Topaz - she noticed that they were not doing as well as she had expected.

Tuffree Principal Sharon Cordes said a major reason they weren't succeeding sufficiently was that they were not completing homework.

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

Placentia News
Weekly
DEC - - 2005

Reading Spree on library menu

332
Hometown Buffet is sponsoring the Placentia Library's Holiday Reading Spree, a program that encourages children to read over the winter holidays. Participants can earn a free meal at the restaurant, along with small prizes.

Applications are available at the library, 411 E. Chapman Ave.

Information: (714) 528-1906, Ext. 212.

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

Placentia News
Weekly
DEC - - 2005

All aboard for Santa 'Express' ride

332
Friends of Placentia Library will sponsor a bus trip Dec. 17 to Fillmore Village, where you may climb aboard a vintage train to pick up Santa Claus at the North Pole.

Bus check-in will be at 3 p.m. at the library, 411 E. Chapman Ave. The cost ranges from \$10-\$45.

Information and reservations: (714) 528-1906, Ext. 210.

pacific clippings
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Placentia News
Weekly
DEC 22 2005

Reading Spree on library menu

332
Hometown Buffet is sponsoring the Placentia Library's Holiday Reading Spree, a program that encourages children to read over the winter holidays. Applications are available at the library, 411 E. Chapman Ave.

Information: (714) 528-1906

'Child's Christmas' recalls Dylan Thomas

Intergenerational group staged work on poet's Christmas memories of Wales.

By ANN-MARGRET
BELLAVOINE
FOR THE YORBA LINDA STAR

accents, the performers sung solos and took turns reading excerpts of the text, regaling us about fearsome neighbor Mrs. Prothero, her horrid cats and her meek husband.

At the pub, the old men fondly wax nostalgic about their impoverished childhoods, outrageously topping each other's stories, which leave spoiled modern youngsters dubious.

There were useless presents and a cohort of uncles which materialized for the holidays, and music on the fiddle, and crackers with inane jokes and trinkets, and fruitcake and Christmas pudding.

They're a tight-knit, intergenerational group that has staged Dylan Thomas' heartwarming and haunting childhood memories of Christmases of yore for two decades.

Starting with the Grove Shakespeare Festival to the Laguna Playhouse, passionate local actors and singers are keeping their tradition alive and sharing it with the public for a special holiday treat.

Both Yorba Linda and Placentia public libraries offered the program free of charge this past weekend, and it also should have been formally staged at the Vanguard Theater in Fullerton, which just closed its doors.

Principals Gary Bell, a Placentia librarian, and Chuck Estes, a local composer, have enrolled family and friends to keep the flame burning in their intimate circle.

The eclectic program offered glimpses into Thomas' short life - he died at 39 - traditions of Wales, Celtic Christmas fare, and a potpourri of reminiscences and anecdotes tightly woven around the poetic vignettes of the text, and interspersed with sing-along carols, including Welsh favorites such as the National Anthem and the haunting ballad of Suo Gan.

Donning their best Welsh

This obscure holiday tale suffers from underexposure in the trite seasonal landscape of Nutcrackers, sugar plum fairies and scrooges, and deserves to reach a larger audience.

Theater review

What: "A Child's Christmas in Wales"
Where: Yorba Linda and Placentia Public Libraries
When: Dec. 10-11

Dylan's schoolmaster remembers the poet as a typical naughty school boy with nary a good quality but plenty of mastery over words.

Overbeck accompanied songs on a guitar and banjo, entertaining us with his own "Legend of Dylan Thomas," while Bell and Estes took turns at the piano.

Toddler Lizzie Basu, dressed in her holiday best, took great pleasure jumping up and down in her plaid jumper, wildly appreciative of mother Mary-Beth Basu on-stage.

pacific clippings

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

Yorba Linda Star
Weekly DEC 15 2005



GRETCHEN ESTES/YORBA LINDA STAR
THE CAST of "A Child's Christmas in Wales" performs at the Yorba Linda Library.

pacific clippings

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santa ana, calif. 92711

The Register

Daily DEC - 8 2005

PLACENTIA

Planner chosen: The City Council on Tuesday hired consultant Moule & Polyzoides for \$650,000 to prepare a specific plan for downtown revitalization, saying the firm is known for its diligent efforts in obtaining community input. The council also extended until December 2007 an exclusive negotiating agreement with developer TOD Properties LLC because of slower-than-expected acquisition of land required for the plan.

- Sushma Subramanian

(714) 704-3796

susubramanian@ocregister.com

pacific clippings

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

Placentia News

Weekly DEC 29 2005

BRIEFLY

Legacy options offered by groups

332 Four community organizations - the Boys & Girls Club of Placentia-Yorba Linda, Homeless Intervention Shelter, Placentia Founders Society and Placentia Library Foundation - are informing residents how to donate money to groups in town through estate planning.

Information: Boys & Girls Club, (714) 993-9133; Founders Society, (714) 993- 2470; HIS House, (714) 993-5774; or Library Foundation, (714) 528-1925, Ext. 203.

pacific clippings

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santa ana, calif. 92711

Fullerton News Tribune

Weekly DEC 15 2005

Library to end fee for outsiders

332 THEN: 2003

To boost its budget, the Fullerton Library decided to charge non-residents a \$25 annual fee for a library card. In the first year, the fee brought in \$37,300 in new revenue, but the second year only generated \$27,030 - a 28 percent decrease.

Before initiating the charge, the library belonged to the Santiago Library System in the county. To be a member, the library could not charge residents of other member libraries to use its facility. Also, a SLS member could receive state reimbursable funds, amounting to \$28,000 annually for Fullerton. Because

UPDATE

of the drop in revenue, it was advised the non-resident card plan be abolished in July 2006.

NOW:

In August, the Santiago Library System Council voted to accept Fullerton's request for membership. And in October, the State Library of California Board voted to approve Fullerton's affiliation with the Santiago system, so it could once again be eligible for state reimbursable funds.

WHAT'S NEXT:

The non-resident fee will

end July 1. In addition, as part of the 2006 Library Centennial celebration, the library has designed a new card that will be officially issued in January.

The cards will be thicker and more durable so they last longer and bar codes will be embedded rather than on adhesive strips that can be pulled off.

In February, the library plans to hand out refrigerator magnets patterned after the new card design. The magnets will include the phone numbers of the Main Library and the Hunt Branch, plus the address of the library's new Web site.

- Barbara Glasstone

pacific clippings

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

The Register

Daily DEC - 5 2005

PLACENTIA

332 • **Redevelopment plan:** The City Council on Tuesday will discuss whether to hire the design firm Moule & Polyzoides to prepare a specific plan for the Westgate revitalization plan and extend a contract with Lennar Placentia TOD Properties LLC, the city's negotiator for property acquisitions in the redevelopment area. The meeting will be at 7:30 p.m. at City Hall, 401 E. Chapman Ave. Information: (714) 993-8231.

Fax items to Donna Johnson at (714) 704-3714 or e-mail djohnson@ocregister.com

Holiday get-togethers pack Placentia's calendars

Having been absent from the Placentia Community Network meetings for a few months, I thought it was time to visit a recent meeting to learn what events are being planned by those organizations represented. The group meets at noon on the third Thursday of the month in the City Hall Community Room. President **Jim Robinson** invites each local organization to send someone

to share club information about with others in the community. Here's a sampling of events coming up soon:

- Tuesday- Alpha Center Counseling invites the community to get acquainted with its nonprofit counseling service during an Open House from 5 to 7 p.m. at 117 Main St. Call (714) 993-4400.
- Dec. 9 - Placentia's Holiday Celebration with lighting of the city's official Christmas Tree will take place at the Civic Center at 6 p.m. This date is also the deadline to

- Tuesday- Alpha Center Counseling invites the community to get acquainted with its nonprofit counseling service during an Open House from 5 to 7 p.m. at 117 Main St. Call (714) 993-4400.
- Dec. 9 - Placentia's Holiday Celebration with lighting of the city's official Christmas Tree will take place at the Civic Center at 6 p.m. This date is also the deadline to

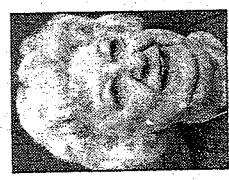
enter the city's Holiday Home Decorating Contest. If you'd like the committee's judges to visit your home, you'll need to fill out the official entry form. The fee is \$5. Call Human Services Office at (714) 986-2333 for more information.

- And a final reminder from **Jim Gaffney**, member of the

Call (714) 993-2470.

1:30 to 3:30 p.m. Saturday at the library, 411 E. Chapman Ave. Cost is \$20 in advance or \$25 at the door, and includes a disc so pictures may be reproduced. Call 524-8408, Ext. 213, for reservations.

- Sunday- A Placentia Founders Society creative team has already finished decorating the Bradford House for a Holiday Open House from 2 to 4 p.m. A donation of \$3 per person is suggested.



ELEANORE RANKIN
NEIGHBORHOOD NEWS

will present Santa and Mrs. Claus for photos from

SEE NEIGHBOR • PAGE 18

NEIGHBOR

FROM PAGE 16

city's Senior Advisory Committee, to return completed survey forms by the deadline date today.

Results of the citywide survey that was included in the Placentia Quarterly's Winter issue and sent to all Placentia residents, will provide the committee with insight as to what city-sponsored services and facilities that senior residents want. If you've misplaced your survey and need another, call Human Services at (714) 986-2333.

At the Chamber of Commerce mixer held at Paolini's Italian Restaurant, **Kathi Baldwin**, executive director of the Miss Placentia Scholarship Pageant, told me 15 contestants will vie for the



COURTESY OF ELEANORE RANKIN
BETTIE TRAMISON, left, **Shirley Hunt** and **Ursula Freeman** made successful bids on gift baskets and a flat-screen at the Women's Connection's Basket Fair.

Miss Placentia 2006 title. These hopefuls and their sponsors, will be introduced at the chamber mixer from 5:30 to 7 p.m. Dec. 8 at Atria de Palma. Miss Outstanding Teenager contestants and their sponsors will also be pre-

the library as one-on-one tutors or as homework helpers. The recently created Topaz-Tuffree Homework Club, sponsored by PacificCare Foundation and the literary program, is another tutoring opportunity.

Also, students at El Dorado and Valencia high schools may join the Placentia Rotary Reading Enrichment Program and serve the community in a myriad of ways. The program, which doubles as Interact Club, is the Rotary affiliate at the high school level. Those who volunteer at the library may be paired with younger students and serve as both tutors and role models. Teen volunteers and their students form bonds that enhance the teaching/learning experience. Tutors for the Topaz-Tuffree club work with seventh-graders who graduated from Topaz Elementary and are attending Tuffree Middle

School. The homework assistance program is conducted at Topaz campus.

The auction tables had lots of goodies up for bids at the Basket Fair held last month in conjunction with the Women's Connection luncheon.

Ursula Freeman was bent on winning the flat-screen television set and kept an eye on competing bidders, who also hoped to score. When the winning bidder was finally announced, she jumped with joy to hear her name.

Besides Ursula, other Placentia winners were Betty Tramison and Shirley Hunt, who each took home a festive basket.

Eleanore Rankin has the latest about families, clubs and business. Call her at (714) 524-8337 or fax information to (714) 524-8660. "Neighborhood News" appears every other week.

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

Placentia News
Weekly DEC 15 2005

Alfred Aguirre honored for his life's works

Historical Committee recorded and presented the oral history book of the community leader.

BY SUSHMA SUBRAMANIAN
PLACENTIA NEWS-TIMES

Surrounded by 20 family members, friends and community leaders at the Placentia Library, Alfred Aguirre reminisced of his days growing up near what is now known as Old Town, his World War II memories and his crusades fighting for racial equality in Placentia.

The Historical Committee sponsored the presentation of Aguirre's recently bound oral history book. Over the past 10 years, Historical Committee members Isabel Hlavac and Kathy Prazee conducted interviews with the 85-year-old community leader. Aguirre was born and raised in Placentia.

In many ways, the history of Aguirre's life mirrors that of the city from his days picking oranges to his successful mission integrating Latino and white students in Placentia

schools.

Here are excerpts from the book:

ORANGE PICKING

"When I was sixteen years old, I was going to pick oranges that summer to help the family, and then they had a strike in 1936. Nobody worked. They went on strike because they felt that they weren't making enough money. They were just barely making enough money to eat, and they felt that they were working too cheap, especially - at three cents a box, to make three dollars, you'd have to pick a hundred boxes. You can't pick a hundred boxes. Depending on the groves. If the trees were small and the oranges were big, then you can pick up to sixty, seventy boxes easy, but you had to work. But if the trees were big and the oranges were small, they'd only pick thirty or forty boxes. So the average picker would pick between fifty and sixty a day most days.

"I was a good worker. People were singing. I'd work with my cousins, and then I worked six months for Murphy Ranch and they wanted to give me a full time job and I said, "No, this is not

Timeline

1919- Aguirre family moved to Placentia
1920- Fred Aguirre was born
1934- Aguirre dropped out of school because of his father's death
1941- World War II, he began working at Vultee aircraft company
1943- joined the military
1944- married his wife Julia, left for Okinawa
1945- was sent to a convalescent hospital for shell shock as the war ended; began a lifelong career in masonry work
1958 to 1962- served as Placentia city councilman
1946- built his home on what is now Aguirre Lane; first son Rick Aguirre was born
1947- began his fight to desegregate Placentia's schools
1950- schools desegregated, helped start LULAC, The League of United Latin American Citizens; charter in Placentia
1968 to 1974- was a member of the library board that helped build the Placentia Library
1989 to 2001- served on American Legion color guard
Source: Alfred Aguirre



ALFRED V. AGUIRRE at his home on 319 Walnut Street in 1926. **BELOW: FORMER ORANGE PICKER** turned councilman Alfred Aguirre.



PHOTOS COURTESY OF THE HISTORICAL COMMITTEE

SEE **AGUIRRE** • PAGE 9

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Placentia News
weekly DEC 15 2005

Cops for Kids toy drive under way

Placentia Police Depart-

ment volunteers and Human Services coordinate the Cops for Kids holiday toy drive. The project aims to assist approximately 300 disadvantaged families by providing toys, canned food and/or grocery certificates.

The toy drive will run until Dec. 22. New, unwrapped toys for newborns through age 12 will be collected at the following Placentia locations:

- City Hall, 401 E. Chapman Ave.
- Marie Callender's, 126 E. Yorba Linda Blvd.
- Pick-Up Stix, 187 E. Yorba Linda Blvd.
- Police Department, 401 E. Chapman Ave.
- Placentia Library, 411 E. Chapman Ave.

Information: call Human Services at (714) 986-2333.

pacific clippings

post office box 11789
santa ana, calif. 92711

Placentia News
Weekly DEC 15 2005

All aboard for Santa Express ride

Friends of Placentia Library will sponsor a bus trip Saturday to Fillmore Village, where guests climb aboard a vintage train to pick up Santa Claus at the North Pole.

Bus check-in will be at 3 p.m. at the library, 411 E. Chapman Ave.

The trip will include storytellers, cookies and milk and elves reading "The Polar Express" book. The cost ranges from \$10-\$45.

Information and reservations: (714) 528-1906, Ext. 210.

AGUIRRE

FROM PAGE 8

what I want to do all my life. I'm just doing this now."

SCHOOL DESEGREGATION

"When I had my first boy, Rick, I used to look at him and I'd say, "This kid is pretty intelligent" because if he would do something wrong and I used to look at him, he'd go into the room and he went to the corner. I'd say, "What are you doing over here?" "I'm punishing myself because I know you didn't want me to go

outside on the street and I did," he said.

At the time he could go to Chapman School, but there were nothing but Latino kids going to school there. So I said, "This kid is too smart. Why shouldn't he go to school where everybody goes? He speaks English. He speaks two languages."

We organized a group of, I'd say, about forty to fifty, mostly men that went to the service. Most of us went to the service, Mexican citizens so we called it Veterans and Citizens. I became the first president. And you know who got us started? Father Taboada and Ted Duran, who used to work for the

church.

Duran said, "Fred, you know what? You guys are veterans! They can't discriminate against you. How can they discriminate you guys that just came back from the war? Ninety percent of these people that you see here in town were born and raised here. They all went to the war. This is the time to do whatever you guys want to do."

RUNNING FOR COUNCIL

"I was the first Mexican-American city councilman, the first Latino. I got involved there, because before I was a city councilman I became a LULAC officer. In

1950, I asked another officer Manuel Vega, "What do you think we should concentrate on most?" He said, "Well, make citizens out of people... "You've got to get your friends to vote, you've got to get people to vote, your family to vote, the community to vote. That's a good project," he said.

So I came over and I registered people the next day, because I already had four guys working for me who were helping me go from house to house, asking them, "Is there anybody here that's not registered?" "No, I'm not registered. My husband's not registered. But my daughter, she's old enough, she's already

twenty-two and she hasn't registered." "Oh, three votes!" So, before I knew it, I registered about 400 people. We went from house to house, all over Placentia, parts of La Jolla, Atwood. I registered everybody I could find. I just did it because I wanted to do some community work and learn, too. I did it for approximately four to five years."

Aguirre's oral history is available for viewing at the Placentia Library history room. The Historical Committee has also completed bound volumes of eight prominent city figures.

TO: Elizabeth Minter, Library Director
FROM: Katie Matas, Librarian *KLM*
DATE: January 16, 2006
SUBJECT: **Safety Committee report for December**

There was no safety committee meeting in December. The next meeting is scheduled for Wednesday, January 25, 2006.



They say libraries change lives. They changed mine.

As a child I remember going to the old downtown Las Vegas library and reading books by the wall of windows. The sun would shine through the windows and provide bright light for reading. I would read for what seemed hours. What sticks out in my mind was that the library was full of books and magazines of all kinds. I wanted to read them all. As I read, a whole new world was opened up to me.

I don't know exactly when my love for libraries began, but it seems as though I've always had it. My wife and children also have a love of libraries and books.

I don't know when I became an advocate. I know that an advocate is someone that is passionate about an issue enough to share that passion with others.

As an adult, I was asked by my city councilman if I had an interest in serving as a library trustee for the Las Vegas / Clark County Library district. I did not know everything that trustees were supposed to do, but I knew I loved libraries and books, and I knew that I had a passion about libraries that I wanted to share. I served for eight years, the maximum allowed. I did my best to share my passion for libraries and try to make them better. Those eight years were joyful as well as controversial. We built libraries, purchased books, provided quality programming and we grew and grew. There were some that said that public libraries would disappear with the advent of the Internet. The opposite of that is true. We need them more now than ever. *[Editor's note: While a library trustee, Moises Denis became active in ALTA, chairing committees, being on the board, and sharing his*

enthusiasm for libraries. Last summer he was honored by Nevada as part of the ALA/ALTA National Advocacy Honor Roll.]

I took the opportunity to advocate for libraries every chance I got. I was also involved in the community in many different capacities through Parent-Teacher Association, Boy Scouts, Community Development Block Grant committee and church. I wanted to make my city, state, and country a better place for all of us, a better place to raise our families. As I did so, I realized that another way that I could advocate for libraries and the other things that were important to me (such as education) would be to get involved in politics.

When I was in high school, I had a wonderful government teacher who inspired me to get involved in making a difference he had a great passion for teaching and government. His love of the governmental / political process instilled in me a desire to get involved whether it was to be educated on the issues and candidates, or to vote, or personally run for political office. I left that class knowing that I really could make a difference if I got involved. I committed to myself that I would be involved.

After serving two, four-year terms and terming off of the library board, the opportunity to run for the Nevada State Assembly became available to me. I knew that it would be a sacrifice for my family, but I knew that I had something to offer that was needed in the legislature. After working very hard to win the assembly seat, I lost by sixty-two votes. It was difficult to lose,

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**ALTA President
Jane Rowland**

ALTA Update from the President

The Executive Committee of all eleven ALA divisions met in Chicago at the end of October. Your ALTA Executive Committee is comprised of President, First Vice-President/President Elect, Second Vice-President, and Division Councilor.

The ALA Strategic Plan was approved by ALA Council during the 2005 Annual Conference. At this fall meeting the joint boards, in breakout sessions, considered three questions regarding the goal areas of the plan. The goal areas are: I. Advocacy/Value of the Profession; II. Education; III. Public Policy and Standards; IV. Building the Profession; V. Membership; VI. Organizational Excellence.

1. What ALA 2010 goal areas and objectives are most important to your division? (ALTA: Membership, Advocacy, and Organizational Excellence)
2. What major division goals support ALA 2010? (ALTA: Advocacy and Membership)
3. What areas of the plan require the most collaboration between ALA divisions, offices, and departments? (ALTA: Advocacy and Membership)

The joint boards were in agreement that all the goals of the plan should be implemented.

We then identified the positive issues and attributes (driving forces) that will assist in moving the plan forward and those barriers (restraining forces) that could inhibit the strategic plan from moving forward and brainstormed possible solutions to overcome barriers.

Mega issues were explored. Mega issues are overriding issues of strategic importance, which cut across multiple goal or outcome areas. They address key strategic questions the organization must answer, illuminating choices the organizations must make and the challenges which will need to be overcome in moving toward the Envisioned Future. Only ALA can respond to mega issues.

The next day your Executive Committee held an all day meeting to review and consider:

- Major actions of the ALTA Board of Directors and Executive Board during the 2005 Annual Conference;
- The 2004–2005 Financial Report;
- Statistical data regarding membership;
- 2006 ALTA slate of candidates for election to First and Second Vice-Presidents and Division Councilor;
- Trustee awards;
- Revision of the ALTA Regional Vice-President Job Description;
- Advocacy Registry update;
- Possible development of new ALTA publications;
- Update of Regional Vice-Presidents' activities;
- Preliminary plans for 2006 Midwinter Meeting in San Antonio (the President's Reception will be held at a restaurant on the Riverwalk);
- Preliminary plans for 2006 Annual Conference in New Orleans (programs will continue to be untracked so that they can be held at the same venue);
- Bylaws and the Ethics Statement for Public Library Trustees were reviewed; and
- Preliminary plans for 2006–2007 were discussed.

Please contact me if you are interested in further information regarding our meetings.

I look forward to seeing all board and committee members in San Antonio. Attending Midwinter Meeting would be a great opportunity for those of you not currently active in the association to observe the workings of the board and various committees. You have ownership in ALTA.

**—Jane Rowland, ALTA President,
jrowland@calumetcitypl.org**



Libraries Change Lives *continued from front page*

but I knew that I had fought the good fight. I was content knowing that I had attempted to get involved and would now be content in continuing to be involved in other ways. Two years later the opportunity to run came up again with the incumbent vacating the seat. I decided to try one more time. This time I won by a large majority of the vote. Sharing my message that I was "the neighbor we need in the assembly," the voters realized that I had something to offer that would benefit our district and they elected me.

As a new legislator, I was given the opportunity to introduce legislation. It was with great pleasure that one of my first bills was to request an allocation of \$1.2 million from the state general fund to be given to the state library for the purchase of books at all of the libraries in Nevada. The funding was to be matched by federal funds. After a hard-fought session and help from library-friendly colleagues we passed the bill and won the money for libraries. My other

bills were also passed. If I could just get the governor to put the funding in to the permanent budget . . . all in due time.

Who knows what the future has in store. All I know is that I will continue to share my passion for libraries and education for as long as anyone will listen.

Libraries really do to change lives. They changed mine and they can change yours. Get involved!

—*Nevada State Assemblyman Moises Denis*

[Editor's Note: What a great place to have advocates . . . in the state legislature! As savvy trustees, you need to be constantly aware of the political climate, of proposed legislation affecting libraries, and of how you can make a difference. Get in there.]

Focus on YOU

LIBRARY RETIREMENTS

Recent studies (*American Libraries*, Sept. 2005, p.16) report that a great wave of librarian retirements will occur between 2010 and 2020. Almost 22 percent of current librarians will be retiring between 2010-2015, with 23 percent retiring between 2015-2020. Current graduation rates reported by ALA-accredited library schools indicate that we will not be keeping up with demand.

What is your library board doing to grow future librarians?

- New York Public Library is developing a leadership academy to educate sixty staff members during a two-year period.
- San Antonio Public Library received a grant to recruit twenty current library staff (most bilingual) to become librarians.

What is your library doing? Let us hear from you. This is an issue that we are all facing. E-mail ssaulmon@rose.edu.





ALTA at a Glance

www.ala.org/alta

President:

Jane Rowland

Executive Director:

Kerry Ward

The Voice

Editor:

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ssaulmon@rose.edu

Design/Production:

Christine Velez,
ALA Production Services

ALTA Mission Statement

The Association for Library Trustees and Advocates promotes and ensures outstanding library service through educational programs that develop excellence in trusteeship and actions that advocate access to information for all.

ALTA Vision Statement

The Association for Library Trustees and Advocates will educate and empower library trustees to advocate for and adopt policies that promote the highest quality library and information services and ensure access to information to all.



ALTA Schedule of Events for Midwinter Meeting 2006 in San Antonio

ALTA meetings will take place Friday, January 20–Monday, January 23, 2006. The ALTA schedule will soon be posted at www.ala.org/alta. Please check the ALA Web site (www.ala.org) under Events and Conferences for general info, special events, and registration information.

HOTELS AND TRAVEL ACCOMMODATIONS AT MIDWINTER MEETING

A list of hotels with rates and a map of hotel locations are available at the ALA Web site and in issues of *American Libraries* magazine.

FRIDAY, JANUARY 20, 2006

10 A.M.–3 P.M.

Hilton Palacio del Rio
Del Rey Central South

Advocacy Institute

The Advocacy Institute is a full-day program geared to help foster ongoing collaboration between Friends, trustees, librarians, and other advocates at the local level. Attendees will receive specific training to assist them in making the case for libraries. For more info, visit www.ala.org/ala/issues/advocacy/institute.htm.

2–3 P.M.

La Mansion del Rio

San Miguel

Executive Committee Meeting

4–5:30 P.M.

La Mansion del Rio

Boardroom

Regional Vice-President Leadership Training

4–5:30 P.M.

La Mansion del Rio

Concepcion

Council Administrator & Committee Chair Leadership Training

5:30–7:30 P.M. *No Conflict Time*

ALA Exhibits All-Conference Reception

7:30–10 P.M.

Mexican Manhattan—\$

President's Reception

SATURDAY, JANUARY 21, 2006

8–9 A.M.

La Mansion del Rio

San Miguel

Awards Committee Meeting (Closed)

10:30 A.M.–12:30 P.M.

La Mansion del Rio

Espada

Board of Directors Meeting

1:30–3:30 P.M.

La Mansion del Rio

Iberian B/C

All Committee Meeting: Intellectual Freedom, President's Program, Advocacy, Local Arrangements



Online registration for ALA 2006 Advocacy Institute NOW AVAILABLE

Online registration for the American Library Association's (ALA) 2006 Advocacy Institute at the Midwinter Meeting in San Antonio is now available. To register, go to www.ala.org/midwinter. Online registration closes January 6, 2006.

The Institute will be held from 10 A.M. to 3 P.M. on Friday, January 20, 2006. More details will be available soon. Check the Advocacy Institute Web site at www.ala.org/advocacyinstitute for the latest information. Registration for the 2006 Advocacy Institute is \$25 for ALA members and nonmembers and includes lunch. Onsite registration also will be available.

Designed for the beginning advocate, or anyone who wants to sharpen their skills, attend-

ees at the 2006 ALA Advocacy Institute, will learn to build a community, create effective coalitions with library staff members, trustees, and Friends in their communities, and leave with a draft of an advocacy action plan for use in their library.

The Advocacy Institute is coordinated by the Advocacy Institute Task Force of the Public Awareness Committee, The Association for Library Trustees and Advocates (ALTA), The Chapter Relations Committee, The Committee on Legislation, and Friends of Libraries USA. The Institute is made possible by a grant from the Ford Foundation. For more information, visit www.fordfound.org.

Welcome new ALTA members!

Sadiqua Ahmad,
Morton Grove, IL

Tom Baione,
New York, NY

Sharon Hayne,
Tangier, VA

Eugene Matsusaka,
University Place, WA

Bobbie Leigh,
Montgomery, AL

Helen Harrison Phillips,
Montgomery, AL

Agnes Quinn,
Morton Grove, IL

George Washburn,
Montgomery, AL

5:30 P.M.

La Mansion del Rio
San Miguel

Jury on Trustee Citations (Closed)

SUNDAY, JANUARY 22, 2006

10:30 A.M.–12:30 P.M.

La Mansion del Rio
Iberian B/C

**All Committee Meeting: SOS, Action
Development, Legislation, Publications**

10:30 A.M.–12:30 P.M.

La Mansion del Rio
Iberian B/C

**Education of Trustees, Membership
Committee Meeting**

1:30–3:30 P.M. *Low Conflict Time, ALA*

4–6 P.M.

Mansion del Rio
Espada

Nominating Committee Meeting (Closed)

4–6 P.M.

La Mansion del Rio
Boardroom

**Conference Program & Evaluation
Committee Meeting**

MONDAY, JANUARY 23, 2006

8–10 A.M.

La Mansion del Rio
Espada

Board of Directors Meeting

10–10:30 A.M.

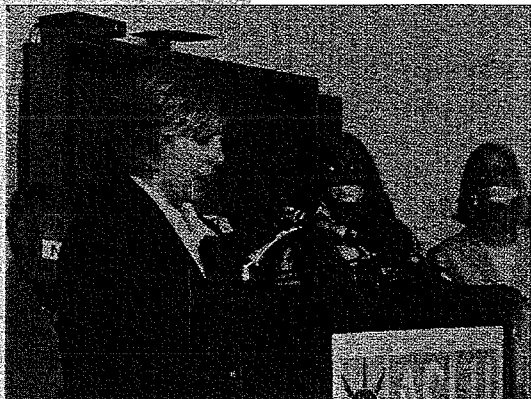
La Mansion del Rio
Espada

Executive Committee Meeting

10:30–12:30 P.M. *No/Low Conflict Time ALA*

LIBRARIANS, LAWMAKERS, AND CONSERVATIVES CALL GAG ORDER TO LIFE

In late September representatives of several organizations, along with ALA, urged the Justice Department to lift a gag order silencing Americans who have received demands for personal records under the USA PATRIOT Act.



Alice Krapp, President of the Connecticut Library Association spoke at the Capitol and behind her (from left) are librarians Martha Hale, Garre Boone, Patricia Foltensbee-Moore and Anne Steinhilber. A sign in the foreground visually displaying the gag order. Photo courtesy of Alice Krapp (Washington Office).

“Provisions of the PATRIOT Act dealing with personal records, including library use, are an assault on constitutional liberties,” said Michael Gorman, ALA President.

DO YOU HAVE IDEAS ABOUT LIBRARY EDUCATION? HERE'S YOUR CHANCE

As you may know, I am focusing on the important issue of education for librarianship. As part of this initiative, I am convening a forum on Education for Librarianship to be held on Friday, January 20, 2006, from 1-5:30 P.M. during the ALA Midwinter Meeting in San Antonio, Texas. While the forum is open to all ALA membership, I am inviting you to be part of a core audience of participants with a special interest in this topic.

We will tackle some of the big issues in library education: What is the nature of the profession of librarianship and what does the twenty-first century librarian need to know? How do we translate this understanding of our profession into a meaningful curriculum? What are the implications for ALA accreditation? Presentations on these hot topics in library education will be followed by participant discussion and feedback. This is your opportunity to make your voice heard on an issue of vital importance to the future of our profession.

You may register using the online registration form at <http://mg.csufresno.edu>. Click on Presidential Initiatives. There is no fee to attend for this event.

—*Michael Gorman, President, American Library Association*

LIBRARYU FOR TRUSTEES, TOO

LibraryU is a free, Web-based training program for librarians and their patrons, supported cooperatively by Illinois Library Systems and the Illinois State Library, with funding from the Bill and Melinda Gates Foundation.

LibraryU is committed to providing quality online instruction in a format that is cost-effective and convenient for the learner. The goal is to meet the training and continuing education needs of library patrons and staff with effective online instruction available through the Web anywhere and anytime.

Visit <http://learning.libraryu.org/home> and check out the offerings! Look under courses, then the heading Public Library Trustees.

BROOKLYN TRUSTEES 'BREAKING NEW GROUND'

Brooklyn Public Library (BPL) Trustees play a critical role in supporting the library, as demonstrated recently in their strong leadership for **Breaking New Ground: A Campaign for Learning, Culture, and Community**.

Brooklyn Public Library's landmark Central Library at Grand Army Plaza is now undergoing a much-needed renovation that will enhance the experience of one million users each year and attract even more Brooklyn residents and visitors to the library. As part of this renovation, Central Library's Plaza will be transformed into a front porch for the community, with an outdoor café and performance space, enhanced with beautiful landscaping, improved lighting, and ramps for people with strollers or in wheelchairs. A new two-hundred-seat auditorium will be built beneath

Plaza to house the Library's rich cultural and educational programs.

BPL's Board of Trustees and the Brooklyn Public Library Foundation Board have taken an impressive leadership role in this campaign by meeting a challenge grant made by members of the board. Every BPL and BPLF Trustee contributed, and through this grant, raised a total of \$724,000.

By demonstrating a strong private commitment to the campaign, BPL's public funding partners at the federal, state and city level are more likely to support *Breaking New Ground: A Campaign for Learning, Culture and Community* and future reconstruction projects at BPL

—*Mable W. Robertson, Chair of ALTA's Legislative Committee and Secretary of Brooklyn Public Library Board of Trustees*

"KNOWLEDGE FOR SALE"

Chris Dodge relates the crisis in public libraries in the Jul.-Aug. 2005 *Utne Reader*, p. 72-77. In a "knowledge economy," where information carries an ever-steeper price, where the rich get wealthier and the poor have less, libraries are one of the few ways still available for many to educate themselves—ideally—an American right.

Public library visits have risen from 500 million in 1990 to about 1.2 billion a year. But the same forces that have turned the United States into a fast-food nation could soon drive the traditional American library out of existence. In a society where everyone's basic needs for health care, housing, education, clean air and water, meaningful work, creative expression, and open

space are not met, the historical model of the public library, open to all, is under siege. Critics say it's a crisis that mirrors a larger one rotted in the failures of capitalism and perhaps democracy itself.

How many inventors, artists, farmers, healers, bus drivers, teachers, and writers have been nurtured in public libraries, made important discoveries there, or simply survived, thanks to these welcoming spaces? More important, how many will in the future? The question arises because libraries have entered an era of change, evidenced most dramatically by widespread cutbacks and closings.

Can libraries muster the political support they need to be funded adequately? Ralph Nader has called for federal library help, noting "an aircraft carrier currently costs about \$4 billion, while libraries currently receive about \$110 million yearly." Policy-makers increasingly view public libraries as "an inessential social service for the unemployed or even as frivolous entertainment."

One concern is that, in the name of giving people what they want, the new libraries of the future will be closer in spirit to amusement complexes—centers offering corporate-sponsored "edutainment" spectacles and tiered services to a paying clientele. Under the current tyranny of the majority, libraries can't be accused of catering to the few, but they're not for everyone either. Too frequently, the trend toward standardization leads to similarly bland collections across the continent.

Become involved at your library. Volunteer or ask the librarian what assistance is needed.

Mark Your Calendar Important ALTA Dates

ALA MIDWINTER MEETING ALTA Meetings

January 20-23, 2006,
San Antonio, Texas.
Schedule available online
at www.ala.org/alta.

NATIONAL LIBRARY WEEK April 2-8, 2006

NATIONAL LIBRARY LEGISLATIVE DAY May 1 and 2, 2006

ALA ANNUAL CONFERENCE ALTA Events

June 23-26, 2006,
New Orleans, Louisiana
YES, New Orleans

Meet the 2005–2006 ALTA Executive Board



President
Jane Rowland



Past President
Marguerite Ritchey



President-Elect
Anne D. Sterling



2nd Vice President
Donald Roalkvam



ALTA Councilor
Shirley Bruursema

Spring issue deadline: Article submissions due to editor: Feb. 1, 2005

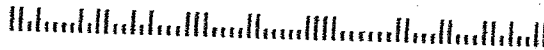
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