

AGENDA

REGULAR MEETING

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

UNSUSAL DATE

Tuesday, May 9, 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.

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.*

CALL TO ORDER

- 1. Call to Order Library Board President *6:30 PM*
- 2. Roll Call Administrative Services Manager
- 3. Adoption of Agenda *M1 - JP*
M2 - BE
as amended.

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

4. Oral Communications

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

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

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

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

*Pat = 25 years
Ted = 17 years*

TRUSTEE & ORGANIZATIONAL REPORTS

5. Board President Report

Shkoler reported that the Friends & Foundation have agreed to merge

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

Discuss Library Board recognition of Pat Irot and Ted Farkas in appreciation of their service on the Board of Directors of the Friends of Placentia Library.

Discuss Library Board recognition of Allie Smith and Al Smith in honor of their recognition as Volunteers of the Year and as Placentia Library District honorees at the Orange County Volunteer Center Spirit of Philanthropy Awards.

Determine who will attend the State of the City Breakfast.

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.

*Recognition / Library Proceeds for Pat & Ted
M1 - R.D.
M2 - J.T.*

Lee Murray. com

*Lee
M1 GW
M2 BE
A.S
G.W
3 seats*

May 6, 2006, 4:05 PM

*J.T. - Volunteer Center @ Hyatt Regency (Albino)
G.W. - Friends Annual Mtg / His House Charity Closet Grand opening June 8, 9, 10*

p. 01 / Hledon / Merger
B.E. - None

- 7. Friends of Placentia Library Board of Directors Report (Ginny Sanatar)
- 8. Placentia Library Foundation Board of Directors Report (Trustee DeVecchio)
- 9. Upcoming Trustee meetings and events.

Ginny Sanatar reported
 May 1. Pleased w/updates
 Caroline was @ job for
 program & request
 Election of officers

State of the City
 Darius
 M1 - G.W.
 M2 B.E.

CONSENT CALENDAR (Items 10 – 42)

Presentation: Library Director
 Recommendation: Approve by Motion

Items 10 – 42 may be considered together as one motion to approve the Consent Calendar. Items may be removed for individual consideration before the Consent Calendar is adopted. Items removed must then each have a separate motion.

MINUTES (Item 10)

- 10. Minutes of the April 17, 2006 Library Board of Trustees Regular Meeting.

CLAIMS (Items 11 – 14)

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

No Nonstandard Claims were processed during this report period.

- 12. Claims forwarded by the Library Director. (Approve)

Claims 4867 and 4868 by Minter/Shkoler and 4869 by Minter/Wood for a total of \$9,304.80 from Fund 707.

- 13. Current Claims and Payroll. (Approve)

Current Claims 4870, 4871 and 4872 for a total Current Claims of \$9,968.47; and Payrolls #25 (6/7/06) for \$11,919.63, and #26 (6/21/06) for \$38,789.65 for a total for Payrolls of \$50,709.28, for a combined total of Current Claims and Payrolls of \$60,677.75 from Fund 707.

- 14. FY2005-2006 Cash Flow Analysis through May 9, 2006 and recommendation that no funds be transferred at this time. (Receive & File).

FINANCIAL REPORTS (Items 15 – 20)

- 15. Financial Reports for April 2006 will be presented at the Library Board meeting on June 19, 2006. (Receive & File)

- 16. Office General Ledger & Check Registers for April 2006 excluding the bank reconciliation which will be presented at the Library Board meeting on June 19, 2006. (Receive & File)

- 17. Acquisitions Report for April 2006 (Receive & File)

18. Entrepreneurial Activities Report for April 2006 (Receive & File)
19. Collection Agency Report for April 2006 (Receive & File)
20. Gifts Report for April 2006 (Receive & File)

GENERAL CONSENT REPORTS (Items 21– 32)

21. Building Maintenance Report for April 2006. (Receive & File)
22. Personnel Report for April 2006. (Receive, File, and Ratify Appointments)
23. Volunteer Report for April 2006 will be presented at the Library Board meeting on June 19, 2006. (Receive & File)
- Wester* 24. Circulation Report for April 2006. (Receive & File)
25. Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority. (Receive & File)
26. Legislative Alerts from the California Special Districts Association and the California Library Association. (Receive & File)
27. Status Report on Partnerships with Community Organizations. (Receive & File)
28. Status Report on Active Grant Applications. (Receive & File)
29. Poet Laureate Report. (Receive & File)
30. Status Report on Audit Recommendations by Moreland & Associates. (Receive & File)
- Wester* 31. Third Quarter Report to the State Library of California for the "Placentia Achieves School Success at The Homeless Intervention Shelter House" (P.A.S.S. at H.I.S. House) LSTA Grant for Fiscal Year 2005-2006. (Receive & File)
- Wester* 32. Application to the State Library of California for an LSTA Grant for Fiscal Year 2006-2007 for a "Placentia Achieves School Success (P.A.S.S. AT THE Topaz/Tuffree, the Ruby Drive/Kraemer, and the Tynes/Kraemer Homework Clubs" project in the amount of \$68,654. (Receive & File and Ratify Application)

STAFF REPORTS (Items 33 – 42)

33. Library Director's Report (Minter)
34. Program Committee Report for April 2006 (Roberts)
35. Children's Services Report for April 2006 (Gurkweitz)
36. Placentia Library Literacy Services Report for April 2006 (Roberts)
37. Reference and Adult Services Report for April 2006 (Strazdas)

- 38. History Room Report for April 2006 (Bell)
- 39. Placentia Library Web Site Report for April 2006 (Napier)
- 40. Technology Report for April 2006 (Napier)
- 41. Publicity Materials Produced in April 2006 will be presented at the Library Board meeting on June 19, 2006. (Remling)
- 42. Safety Committee Minutes for April 2006 (Matas)

CONTINUING BUSINESS

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

Presentation: Library Director
 Recommendation: Resolution to correspond with California legislators regarding preserving and full funding the Public Library Foundation Funds; and
 Authorize the Library Board President to sign all letters on behalf of the Library Board of Trustees.

*M1 = J.T.
 M2 = G.W.
 M1-GW
 M2-JT
 Abs: B.E.*

401317-

- 44. Review the Special District Risk Management Authority's (SDRMA) proposal for medical insurance coverage for staff, determine whether to transfer coverage to that program effective August 1, 2006, and select which option of the program to provide.

Presentation: Library Director
 Recommendation: Authorize the transfer of the medical insurance plan from Blue Cross HMO to the SDRMA effective August 1, 2006; and
 Select the EPO plan for the District's SDRMA medical program; and
 Authorize Stormy Waldeck to change the life insurance policies with Assurant Employee Benefits from \$35,000 to \$50,000 to make up for the coverage being lost in the transfer of medical insurance coverage from Blue Cross to SDRMA; and
 Authorize the Library Director to sign all contract documents related to the transfer of medical insurance coverage.

*M1 - J.T.
 M2 - R.O.
 M1 - J.T.
 M2 - R.O.
 M1 - GW
 M2 - R.O.
 M1 - GW
 M2 - R.O.*

- 45. Staff Report on the progress of seeking an outside consultant to advise the Library Board on Redevelopment pass-through funds and developer fees.

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

Move to report

46. Fiscal Year 2006-2007 Budget. The Board will establish the budget priorities. This topic will be discussed at a Library Board work session to be held at 5:00 P.M. on May 9, 2006. The Library Director's analysis was presented at the April 17, 2006 Library Board Meeting.

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

47. Strategic Plan Update. The Library Director will make a presentation of the most recent version of the Plan for the Board to review.

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

NEW BUSINESS

48. SDI Insurance (Short-Term Disability Insurance). While the District is not mandated to participate in the State's SDI program (funded entirely by payroll deduction) the District's long-term disability insurance is predicated on the short-term coverage being provided. The District may give the staff the option to join the State program voluntarily.

Presentation: Library Director
Recommendation: Authorize the Library staff eligible for SDI benefits to have an election to determine whether they wish Placentia Library District to join the State SDI Program that is funded entirely by payroll deduction. The election is to be repeated each year in the month of July if the vote is negative. Votes are to be weighted by the number of hours worked per week by the employee.

49. Staff Appreciation Dinner. The Library Board of Trustees and the Friends of Placentia Library Board of Directors jointly host an annual staff appreciation dinner.

Presentation: Library Director
Recommendation: Authorize a Staff Appreciation Dinner to be held in September or October and

Authorize the Library Director to ask the Friends of Placentia Library to co-sponsor the event with a 50% match of expenses up to \$500; and

Determine whether to accept Sandra Stark's invitation to host the event at her home; and

Appoint some one to coordinate the arrangements with the Friends and Mrs. Stark.

50. Library Director Performance Evaluation. The Library Board needs to determine the schedule and process for the Library Director's Performance Evaluation.

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

- 51. Appoint a Placentia Library District representative to the Santiago Library System Advisory Board (SAB) for a two-year term, July 1, 2006 to June 30, 2008. This individual serves as a non-voting lay advisory representative to the Santiago Library System Executive Council. The incumbent SAB Delegate for Placentia Library District is Camille Himes.

Presentation: Library Director
 Recommendation: Appoint Camille Himes to a two-year term commencing July 1, 2006 on the System Advisory Board for the Santiago Library System.

M1-JT
M2-RD

- 52. Travel Authorizations: Library Director Minter to the Public Library Director's Forum with the State Librarian in San Diego; Library Assistant Yesenia Gomez to the 23-day, Library School on-campus course at San Jose State University; the California Special Districts Association Annual Conference in Lake Tahoe/Olympic Valley; and the American Business Women's Association Business Associates Awards Night in Anaheim.

Presentation: Library Director
 Recommendation: Authorize Library Director Minter to attend the Public Library Directors' Forum with the State Librarian in San Diego, May 17-19, 2006 in San Diego with no cost to the District; and

Copy complete completion as one master from the date of her return

Authorize Library Assistant Yesenia Gomez to attend the Graduate Library School Residency Program at San Jose State University, July 23-28, 2006 at a cost not to exceed \$4,250 to be paid from the General Fund; and

Determine who will attend the California Special Districts Association Annual Conference in Lake Tahoe/Olympic Valley, September 25-28, 2006, and authorize the Library Director to process the hotel reservations, transportation arrangements and registrations.; and

Authorize the Library Director to purchase nine seats for the American Business Women's Association Business Associates Awards Night, Tuesday, May 23, 2006 at the Foxfire Restaurant at a cost of \$315 to be paid from the Trustee Account of the County Exempt Fund and determine who from the Library Board will attend this event.

M1-GW
M2-J.T.
August 12, 2006
2 year.
M1-J.T.
M2-R.D.
M1-R.D.
M2-B.W.

check Betty G... Gae Wood

ADJOURNMENT

- 53. Agenda Preparation for the June Regular Meeting, which will be held on Monday, June 19, 2006 at 6:30 P.M.
- 54. Review of Action Items.

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

- 55. Adjourn

8:01 PM

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

I, Elizabeth D. Minter, Library Director for Placentia Library District, hereby certify that the Agenda for the May 9, 2006 Regular Meeting of the Library Board of Trustees of the Placentia Library District was posted on Saturday, May 6, 2006.



PLACENTIA LIBRARY BOARD CALENDAR

May 2006 - April 2007

May 2006

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

Jun 2006

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

Jul 2006

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

Aug 2006

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

Sep 2006

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

Oct 2006

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

May

- 1 7:00 PM Friends Board Meeting, DeVecchio
- 3 4:00 PM Publications Committee (Joint Friends/Foundation), Placentia History Room
- 11 5:30 PM Chamber Mixer
- 7:00 PM Foundation Board of Directors
- 15 6:30 PM Library Board Meeting
- 17 State Library's Public Library Directors Forum, San Diego through May 19
- 23 7:15 AM Placentia Chamber of Commerce Breakfast
- 25 9:00 AM Orange County Council of Governments, OC Sanitation District
- 28 Library Closed for Monday Holiday/Not Staff Holiday
- 29 Library Closed for Memorial Day/Staff Holiday
- 31 4:00 PM Publications Committee (Joint Friends/Foundation), Placentia History Room

June

- 5 7:00 PM Friends Board Meeting, Wood
- 7 7:00 PM Foundation Board of Directors
- 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

July

- 4 Library Closed for Independence Day/Staff Holiday
- 17 6:30 PM Library Board Meeting
- 22 Friends of Placentia Library incorporated in 1970
- 27 9:00 AM Orange County Council of Governments, OC Sanitation District
- 7:15 AM Placentia Chamber of Commerce Breakfast

Nov 2006

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

Dec 2006

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

Jan 2007

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

Feb 2007

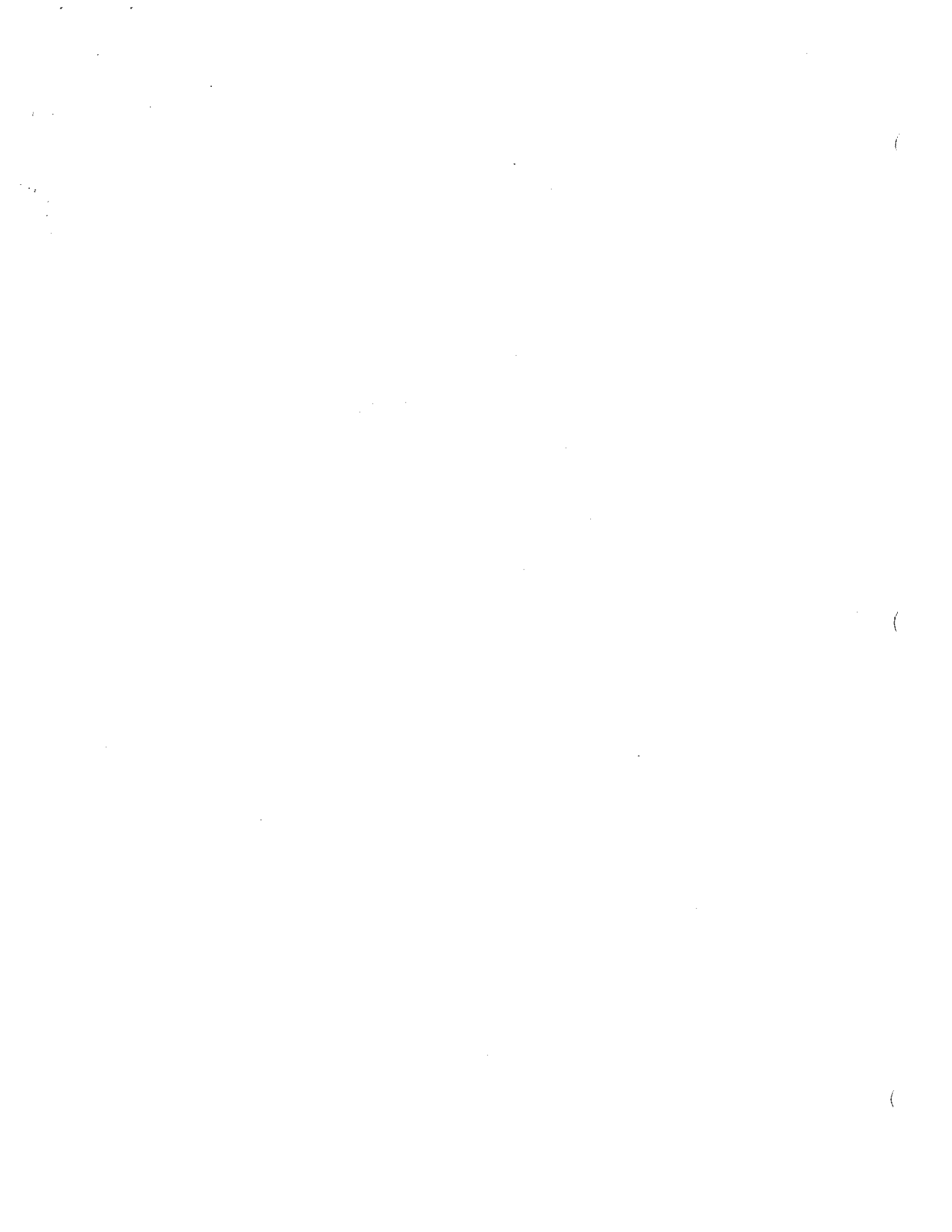
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

Mar 2007

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

Apr 2007

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



PLACENTIA LIBRARY BOARD CALENDAR

May 2006 - April 2007

May 2006						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Jun 2006						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

Jul 2006						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Aug 2006						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Sep 2006						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Oct 2006						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

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

September

- 2 Placentia Library District Established in 1919 by OC Board of Supervisors
- 3 Library Closed for Monday Holiday/Not Staff Holiday
- 4 7:00 PM Friends Board Meeting, Turner
Library Closed for Labor Day/Staff Holiday
- 14 5:30 PM Chamber Mixer
Placentia Library Foundation Incorporated in 1994
- 18 6:30 PM Library Board Meeting
- 25 CSDA Annual Conference, Lake Tahoe, through Sep 28.
- 28 9:00 AM Orange County Council of Governments, OC Sanitation District

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

November

- 6 7:00 PM Friends Board Meeting, Escobosa
- 9 5:30 PM Chamber Mixer
- 10 CLA Annual Conference, Sacramento, through Nov 13
- 11 Library Closed for Veterans Day/Staff Holiday
- 20 6:30 PM Library Board Meeting
- 23 Library Closed for Thanksgiving/Staff Holiday

Nov 2006						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

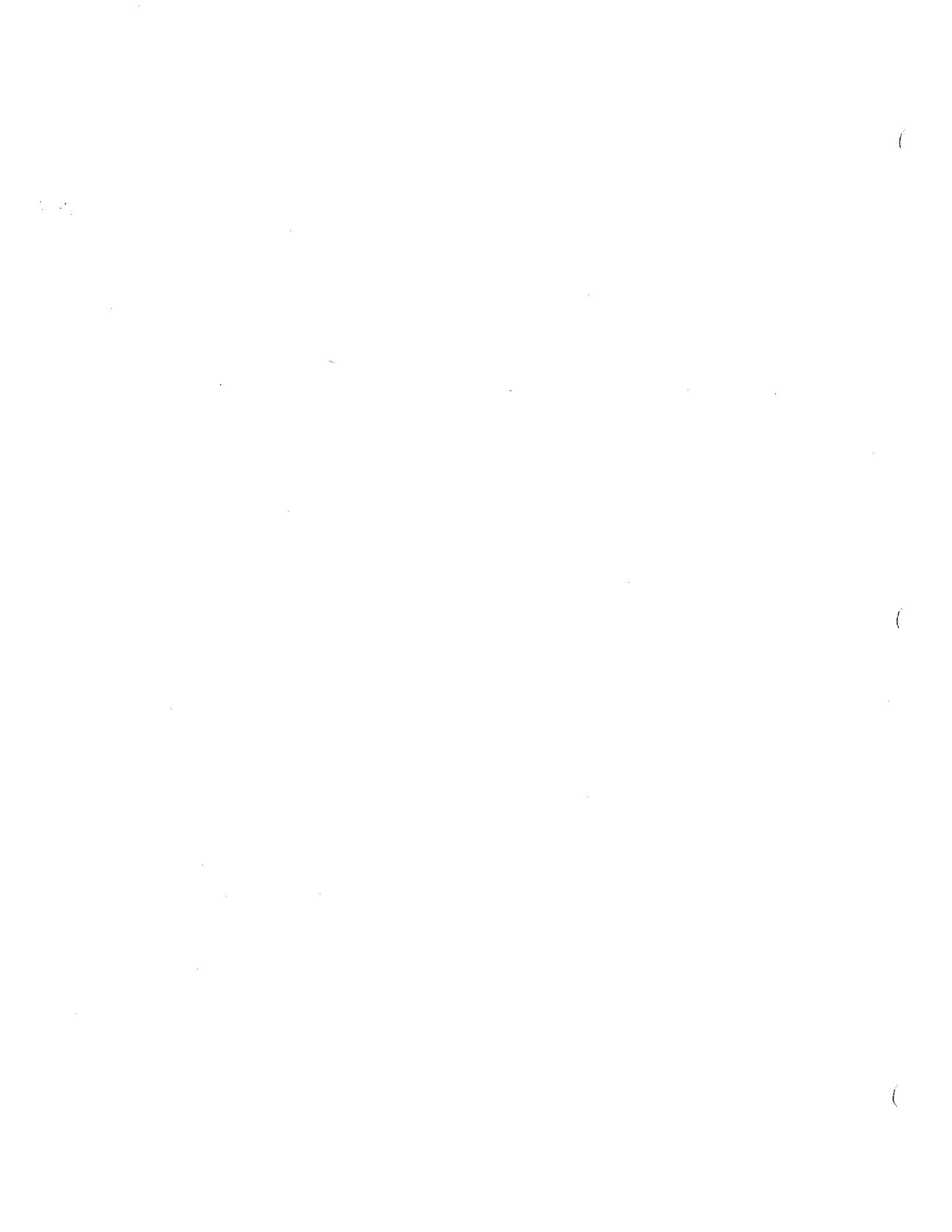
Dec 2006						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Jan 2007						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Feb 2007						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Mar 2007						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Apr 2007						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					



PLACENTIA LIBRARY BOARD CALENDAR

May 2006 - April 2007

May 2006

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

Jun 2006

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

Jul 2006

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

Aug 2006

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

Sep 2006

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

Oct 2006

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

November

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

December

1 6:30 PM Donor Reception (Friends/Foundation), Placentia Library

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

January

1 7:00 PM Friends Board Meeting, Wood

11 5:30 PM Chamber Mixer

15 6:30 PM Library Board Meeting

19 ALA Midwinter Meeting, Seattle, through Jan 24

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

7:15 AM Placentia Chamber of Commerce Breakfast

February

5 7:00 PM Friends Board Meeting, Turner

8 5:30 PM Chamber Mixer

19 6:30 PM Library Board Meeting

22 9:00 AM Orange County Council of Governments, OC Sanitation District

7:15 AM Placentia Chamber of Commerce Breakfast

March

3 9:30 AM Friends of Placentia Library Author's Luncheon , ALL TRUSTEES

5 7:00 PM Friends Board Meeting, Shkoler

8 5:30 PM Chamber Mixer

19 6:30 PM Library Board Meeting

22 9:00 AM Orange County Council of Governments, OC Sanitation District

7:15 AM Placentia Chamber of Commerce Breakfast

Nov 2006

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

Dec 2006

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

Jan 2007

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

Feb 2007

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

Mar 2007

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

Apr 2007

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

PLACENTIA LIBRARY BOARD CALENDAR

May 2006 - April 2007

May 2006						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

Jun 2006						
S	M	T	W	T	F	S
			1	2	3	
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

Jul 2006						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Aug 2006						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Sep 2006						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Oct 2006						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

March

29 11:30 AM ISDOC Quarterly Meeting, Orange County Sanitation District

April

2 7:00 PM Friends Board Meeting, Escobosa

8 Easter, Library Closed, not staff holiday

12 5:30 PM Chamber Mixer

15 National Library Week through Apr 21

10:03 AM National Library Week, through April 21

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

Dec 2006						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Jan 2007						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Feb 2007						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Mar 2007						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Apr 2007						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					



FRIENDS OF PLACENTIA LIBRARY
Board of Directors Meeting
May 1, 2006

President, Eleanor Rankin called the meeting to order at 7:00 PM. The following Directors were present- Eleanor Rankin, Barbara Hemmerling, Nadine Blansett, Ginny Sanatar, Camille Himes, Brenda Benner, Ben Boleman, Betty Wymer and Helen White. Elizabeth Minter represented the staff. Al Shkoler represented the Trustees.

Vernon Napier, media specialist, presented us with a preview of the new website for the library. He highlighted the Friends section for us. He asked for our input and made clear that it will be updated frequently.

Children's Librarian, Caroline Gurkweitz told us her plans for the Summer Reading Program and Camp Library. Both of these events for our local children have been very well received. She thanked us for our past support and said it was because of our generosity that she could present these activities.

Secretary: The minutes were dispensed with, due to time constraints.

Treasurer: Camille Himes reported a balance of \$20,319.56. 1) Camille Himes made a motion to allow \$4500 to the Children's Department for their upcoming programs. Ginny Sanatar seconded this. The motion carried. 2) Brenda Benner made a motion to reimburse the Treasurer, \$6.06, spent to mail tax returns by certified mail. Ginny Sanatar seconded this. The motion passed. 3) Ben Boleman made a motion to pay the \$20 cost to the Secretary of State to renew our certification. Brenda Benner seconded this. The motion carried. 4) Brenda Benner made a motion to allow up to \$200 to purchase Quik Books 2006 for the Friends Treasurer. Ginny Sanatar seconded this. The motion carried.

Camille explained a new procedure for reimbursement from the Treasurer. Laranne Remling has a form to be completed, to which the receipt will be attached. This will authorize the treasurer to write a check...

Financial Secretary: Ginny Sanatar reported receipts of \$1,528.50 in March and \$1,864.75 in April.

President's Report: 1) Jan Burke returned her honorarium from the Annual Meeting. 2) President Rankin asked us to be considering the venue and appropriate ticket price for the 2007 Author's Luncheon. 3) A calendar of events was distributed. 4) A director's list was given to each person. 5) Ginny Sanatar will attend the Trustees meeting on Tuesday May 9. 6) Brenda Benner was asked to give a recap of the meetings held with representatives of the Friends and the Foundation. Brenda showed the work they had done on new letterhead and brochures. The feeling was that progress is being made toward the combining of these two groups. Brenda Benner made a motion to resolve that the Friends of the Library and the Placentia Library Foundation merge and the Friends would give financial support up to \$1000 to accomplish this. Camille Himes seconded the motion. The motion carried with one abstention. **Election of**

Officers: Brenda Benner made a motion that the nominated slate of officers become the elected slate. Ben Boleman seconded this. The motion carried. The officers are: President- Eleanor Rankin, Vice President- Carol Fizzard, Secretary- Barbara Hemmerling, Financial Secretary- Ginny Sanatar, and Treasurer- Camille Himes.

Committee Reports: Bookstore is running smoothly. Second Sunday Sale: Ginny has the volunteer list filled out through October. She said any open spaces can be filled by volunteers she will contact. Silent Auction: Nadine Blansett reported \$41.00 for the month of April. Gifts: Eleanor reported that \$156 was donated by Boeing in an employee matching program. **Library Reports:** 1) Elizabeth Minter gave each person a gift from the Public Library Association Conference in Boston that she recently attended. 2) The Web site should be up by the end of the week. 3) Elizabeth asked us to consider giving our support to the Poet Laureate of our library two years hence when the Public Library Association meets in Minnesota.

Announcements: Eleanor read a card from Pat Irot thanking us for the gift she received at the Annual Meeting. Next meeting: June 5, 2006. Meeting adjourned at 8:55

Barbara Hemmerling, Secretary

3:02 PM
05/05/06
Cash Basis

Placentia Library Foundation
Balance Sheet
As of April 30, 2006

	<u>Apr 30, 06</u>
ASSETS	
Current Assets	
Checking/Savings	
Adopt-A-Book (Bank of the West)	24,378.01
Endowment Savings-(Bank West)	7,546.59
General Fund-(Bank of the West)	<u>16,162.36</u>
Total Checking/Savings	48,086.96
Other Current Assets	
Back up withholding	<u>1,754.44</u>
Total Other Current Assets	<u>1,754.44</u>
Total Current Assets	49,841.40
Other Assets	
AIG Securities (GF)	
AIG Securities-Cash	4,490.59
AIG Securities (GF) - Other	<u>1,918.08</u>
Total AIG Securities (GF)	6,408.67
T.Rowe Price (Shaw Endowment)	
FMV Adjustment	-268.20
T.Rowe Price (Shaw Endowment) - Other	<u>15,863.80</u>
Total T.Rowe Price (Shaw Endowment)	15,595.60
Vanguard Asset Allocation (BEF)	
FMV Adjustment	931.62
Vanguard Asset Allocation (BEF) - Other	<u>56,614.45</u>
Total Vanguard Asset Allocation (BEF)	57,546.07
Vanguard Wellington (BEF)	
FMV Adjustment	1,427.44
Vanguard Wellington (BEF) - Other	<u>43,559.76</u>
Total Vanguard Wellington (BEF)	<u>44,987.20</u>
Total Other Assets	<u>124,537.54</u>
TOTAL ASSETS	<u>174,378.94</u>
LIABILITIES & EQUITY	
Equity	
Board Designated	
Designated - Direct Mail	<u>8,000.00</u>
Total Board Designated	8,000.00
Opening Bal Equity	29.99
Permanently Restricted	
Lapsit Program	<u>10,599.84</u>
Total Permanently Restricted	10,599.84
Retained Earnings	51,372.24
Temporarily Restricted	
History Room	520.13
Lapsit	<u>1,572.60</u>
Total Temporarily Restricted	2,092.73
Unrestricted Net Assets	78,287.27
Net Income	<u>23,996.87</u>
Total Equity	<u>174,378.94</u>
TOTAL LIABILITIES & EQUITY	<u>174,378.94</u>

3:01 PM
05/05/06
Cash Basis

Placentia Library Foundation
Profit & Loss by Class
January through April 2006



	Adopt-A-Book	Book Endowment	Operating Gen Fund	TOTAL
Ordinary Income/Expense				
Income				
AAB AL Auctions	600.00	0.00	0.00	600.00
AAB AL Merchandise Sales	693.00	0.00	0.00	693.00
AAB AL Raffles	557.00	0.00	0.00	557.00
AAB AL Sponsorships	450.00	0.00	0.00	450.00
AAB AL Ticket Sales	7,625.00	0.00	0.00	7,625.00
AAB AL Tips	2,607.40	0.00	0.00	2,607.40
AAB Bankcard Deposit	3,026.86	0.00	0.00	3,026.86
AAB Donation Box	513.71	0.00	0.00	513.71
AAB Donations	177.00	0.00	0.00	177.00
AAB Friends Book Sales	158.00	0.00	0.00	158.00
AAB Interest	4.59	0.00	0.00	4.59
BEF Donations - Friends Bkstr	0.00	437.70	0.00	437.70
BEF Donations Individ.- (not AL)	0.00	1,550.00	0.00	1,550.00
BEF Interest	0.00	4.77	0.00	4.77
BEF Unrealized Gain Loss/Invest	0.00	3,597.86	0.00	3,597.86
GF Adopt-a-Chair Revenue	0.00	0.00	700.00	700.00
GF Afghan Sales	0.00	0.00	58.47	58.47
GF Afghan Sales Tax	0.00	0.00	4.53	4.53
GF Donations-Childrens	0.00	0.00	537.50	537.50
GF Donations-History Room	0.00	0.00	405.00	405.00
GF Donations-Literacy	0.00	0.00	6,457.65	6,457.65
GF Donations-Unrestricted	0.00	0.00	4,845.00	4,845.00
GF Friends Book Sales	0.00	0.00	333.97	333.97
GF Friends Newsletter Reimburse	0.00	0.00	1,072.12	1,072.12
GF Interest	0.00	0.00	3.03	3.03
GF Placentia Child Hist Bk Dist	0.00	0.00	1,512.95	1,512.95
GF Shaw Projects (Not Lapsit)	0.00	0.00	3,000.00	3,000.00
GF Unrealized Gain	0.00	0.00	258.25	258.25
GF Vending Machines	0.00	0.00	4,240.95	4,240.95
Total Income	16,412.56	5,590.33	23,429.42	45,432.31
Expense				
AAB AL Expenses	4,664.21	0.00	0.00	4,664.21
AAB AL Merchandise Expense	66.16	0.00	0.00	66.16
AAB AL Printing Expense	91.05	0.00	0.00	91.05
AAB AL Refund - Tickets	245.00	0.00	0.00	245.00
AAB AL Supplies Expense	509.13	0.00	31.90	541.03
AAB Bankcard Service Charge	117.70	0.00	0.00	117.70
AAB Book Purchases	54.68	0.00	0.00	54.68
AAB Transfer to BEF	25.00	0.00	0.00	25.00
AAB Transfer to GF	598.00	0.00	0.00	598.00
GF Donor Reception Expenses	0.00	0.00	354.98	354.98
GF Friends Book Sales Transfer	0.00	0.00	333.97	333.97
GF History Room Expenses	0.00	0.00	138.46	138.46
GF Lapsit/Storyhours-Shaw Endow	0.00	0.00	540.00	540.00
GF Miscellaneous Expense	0.00	0.00	156.53	156.53
GF Newsletter	0.00	0.00	6,484.16	6,484.16
GF Other Expense	0.00	0.00	1,417.31	1,417.31
GF Postage and Delivery	0.00	0.00	315.30	315.30
GF Printing Expense	0.00	0.00	188.56	188.56
GF Professional Fees	0.00	0.00	2,225.00	2,225.00
GF Registration/Travel	0.00	0.00	0.00	0.00
GF Shaw Projects Expense	0.00	0.00	250.00	250.00
GF Uncategorized Expenses	0.00	0.00	269.46	269.46
GF Vending Machine Repair	0.00	0.00	180.00	180.00
GF Vending Machine Supplies	0.00	0.00	2,178.88	2,178.88
Total Expense	6,370.93	0.00	15,064.51	21,435.44
Net Ordinary Income	10,041.63	5,590.33	8,364.91	23,996.87
Net Income	10,041.63	5,590.33	8,364.91	23,996.87

**PLACENTIA LIBRARY DISTRICT
LIBRARY DIRECTOR'S OFFICE**

TO: Foundation Board of Directors
FROM: Elizabeth D. Minter, Library Director
SUBJECT: Potential project for the Placentia History Room
DATE: April 13, 2006

BACKGROUND:

There are two elements of Placentia History that Library staff recommends be converted to fully indexed digital format so that they may be used by anyone with access to the Library's database:

-  Placentia newspapers
-  Yearbooks for Placentia High Schools

The reason that these items are important to the collection is that they contain the names and biographical information about Placentia residents, businesses and organizations.

The reason that they should be fully indexed is to make the information easily accessible for anyone searching.

The reason that the Placentia newspapers should be in digital format is so that anyone can access the information without having to physically visit the Library or handle the original documents. The digital format would include photographs as well as text.

There are many complications with both of these projects that need to be addressed by staff.:

Placentia newspapers

Microfilm is available for the Placentia Courier from 1925 until 1977. The Library does not currently have a microfilm reader (\$8,000 - \$10,000 for a good quality reader/printer) and is reluctant to invest in one if a digitization project is imminent.

This collection could be the first to be digitized since it is already on microfilm. To get it digitized and indexed at the same time, a new microfilm would need to be created and then converted to the digital database. This work is done by a company called OCLC to Library of Congress specifications. Vernon Napier is currently researching the cost of this conversion.

While the OC Register Online is supposed to include the Placentia News Times it is selective in the articles that it incorporates. It is far from complete in its coverage.

No microfilm is available for the Placentia Highlander or the Placentia News Times. The Library's file copies of these newspapers are woefully incomplete.

Vernon is currently researching the holdings at Cal State Fullerton and other Southern California academic institutions (Chapman University, UC Irvine, etc.) to find out if they have any print or microfilm editions of the years that Placentia Library is missing. When we believe that we have the best collection that we can identify these issues will need to be microfilmed and then digitized and indexed.

There may be financial assistance from either Orange County or the California Newspaper Project (housed at UC Irvine) with the initial microfilming.

It is critical that this be done as soon as possible since the original newspapers are deteriorating.

Once the items are in microfilm the digitization and indexing process is straight forward.

It is assumed that because the Orange County Register is selective in what it incorporates from the Placentia News Times that Placentia Library District will need to continue to microfilm, digitize and index each year's publications. This would be done as part of the annual Library materials budget once the back issues were converted.

Placentia high school yearbooks

Placentia sends students to four local public high schools: Valencia, El Dorado, Esperanza and El Camino.

Between Placentia Library and the School District we believe that we have a complete set of yearbooks available. This project will need to be done cooperatively with the Placentia/Yorba Linda Unified School District.

High School Yearbooks are very expensive to purchase (several hundred dollars apiece) and are subject to vandalism and theft. Placentia Library keeps its under lock and key in the Placentia History Room. They are, however, a great source of local history and biographical information about Placentia students and families. Like the newspapers they need to be indexed for the greatest accessibility to the information.

Like the original newspapers the yearbooks will need to be microfilmed first and then digitized and indexed. The photos are a very important part of this process. Library staff is in the process of talking with staff at the County of Orange to find out if they can microfilm the yearbooks without damaging the bindings. If they cannot then we will need to identify a company that can do non-destructive microfilming because no one will want to take apart the yearbooks.

Vernon is in the process of talking with OCLC to confirm that they can do the digitizing and indexing of the year book microfilms. The critical part here is that people desiring to look up someone in the yearbook database will be able to do so and to view the pictures and information without having to have access to the original materials. They can do it without even having to travel to Placentia Library.

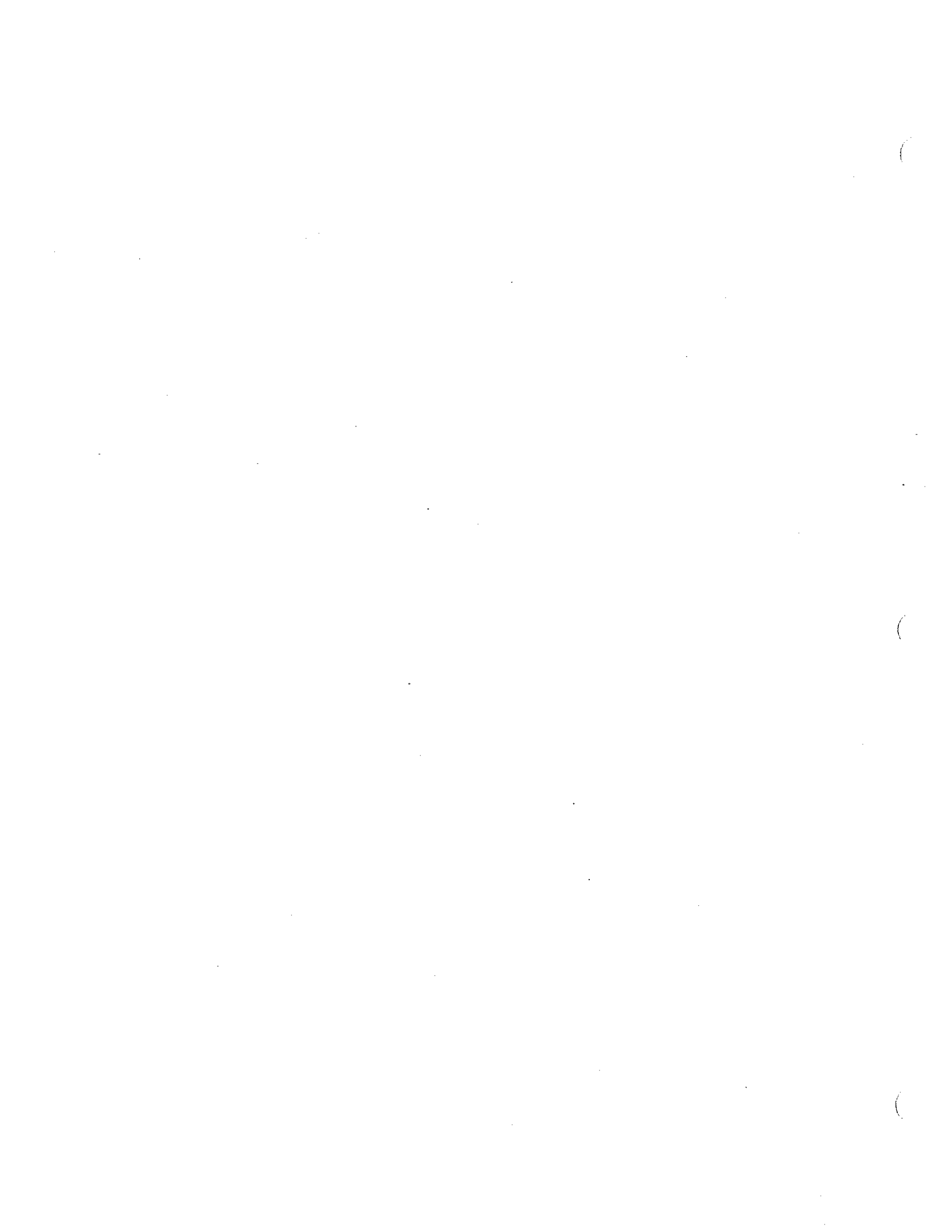
Like the Placentia newspapers Placentia Library District would need to commit to maintaining the microfilming, digitizing and indexing on an annual basis once this project was initiated.

Budget figures for both of these projects will be developing during the next several months. It is a reasonable to assume that the digitizing and indexing project will take \$30,000 to \$50,000 but it will be a permanent asset to Placentia. Once it is in this format it will be convertible to future electronic formats. Placentia Library District will need to plan to make adequate space available on its server(s) to provide access to these items. This will not be a formidable expense for the District and will be part of its commitment to the support of the Placentia History Room and access for the public to local history.

Contracting the mechanics of these projects to OCLC means that they will receive the best known processing available at nationally accepted bibliographic standards and that the information will be compatible with that at other institutions. Placentia Library will not be developing a local product that does not interface with other systems.

RECOMMENDATION:

1. Determine whether either or both of these projects is appealing to the Foundation.
2. Discuss what type of fund raising appeal could be used for them.



PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *EM*
SUBJECT: Upcoming Trustee Events and Meetings
DATE: May 9, 2006

Trustee Events and Meetings

May 11, Thursday, 5:30 P.M.	Chamber Mixer, Darios Deli & Pizza, 1450 N. Kraemer (next to Family 1 Credit Union)
May 11, Thursday, 7:00 P.M.	Foundation Board of Directors Meeting, DeVecchio
May 15, Monday, 6:30 P.M.	Library Board of Trustees Meeting, Placentia History Room
May 23, Tuesday, 7:15 A.M.	Chamber State of the City Breakfast, Alta Vista Country Club
May 25, Thursday, 9:00 A.M.	Orange County Council of Governments at OC Sanitation District, Wood
May 28, Sunday	Library closed for Memorial Day weekend, not a staff holiday.
May 29, Monday	Library closed for Memorial Day, staff holiday.
May 31, Wednesday, 4:00 P.M.	Joint Publications Committee of Friends & Foundation, Shkoler
June 5, Monday, 7:00 P.M.	Friends Board of Directors Meeting, Wood
June 8, Thursday, 5:30 P.M.	Chamber of Commerce Mixer, Back's Building (Kraemer Park)
June 8, Thursday, 7:00 P.M.	Foundation Board of Directors, De Vecchio
June 19, Monday, 6:30 P.M.	Library Board Meeting
June 29, Thursday, 11:30 A.M.	ISDOC Quarterly Membership Meeting and LAFCO Selection Committee election, Turner

**MINUTES
PLACENTIA LIBRARY DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
April 17, 2006**

- CALL TO ORDER** President Shkoler called the Regular Meeting of the Placentia Library District Board of Trustees to order on April 17, 2006, at 6:30 P.M.
- ROLL CALL** **Members Present:** President Al Shkoler, Secretary Jean Turner, Trustees Betty Escobosa, Richard DeVecchio and Gaeten Wood; and Library Director Elizabeth Minter.
- Members Absent:** None
- Others Present:** Public Services Manager/Literacy Coordinator Jim Roberts, Administrative Services Manager Wendy Goodson, and Technology Manager Vernon Napier. Friends' President Eleanore Rankin.
- ADOPTION OF AGENDA** It was moved by Trustee Escobosa, and seconded by Trustee Wood Turner to adopt the Agenda.
- AYES:** Shkoler, Turner, DeVecchio, Escobosa, Wood
NOES: None
ABSTAIN: None
ABSENT: None
- ORAL COMMUNICATIONS** No members of the public addressed the Board.
- TRUSTEE REPORTS** President Shkoler reported he attended the Friends' Annual Meeting on April 3, 2006 and the Joint Publications Committee Meeting on April 12, 2006.
- Secretary Turner reported that she attended the Nonprofit Professional Alumni Association (NPAA) Mixer at Cal State Fullerton on March 29, 2006, the Independent Special District of Orange County (ISDOC) Meeting on March 30, 2006, and the Library's "On Common Grounds" Program on April 10, 2006.
- Trustee DeVecchio reported that he attended the Friends' Annual Meeting on April 3, 2006 and the Foundation Board Meeting of April 13, 2006.
- Trustee Escobosa reported that she attended the Friends' Annual Meeting on April 3, 2006.
- Trustee Wood reported that she attended the Friends' Annual Meeting on April 13, 2006, the Library's "On Common Grounds" Program on April 10, 2006, and the Placentia Chamber of Commerce Mixer hosted by the Placentia Library on April 13, 2006.
- FRIENDS** Eleanore Rankin reported the Friends' had members present for the Placentia Library's program "On Common Grounds" on April 10, 2006. The Friends' next meeting is May 1, 2006.

FOUNDATION Trustee DeVecchio reported that the Foundation Board met on April 13, 2006.

DISTRICT MEDICAL BENEFITS PROGRAM FOR EMPLOYEES Insurance Broker Stormy Waldeck presented provider and plan information and rates for medical insurance coverage for Library Staff for FY 06-07.
The Special District Risk Management Authority (SDRMA) Medical Benefits Program has not published their new rates for FY 06-07. Library Director will present the SDRMA rates and information at the May 9, 2006 Board of Trustees Meeting for further analysis and action.

CONSENT CALENDAR It was moved by Trustee DeVecchio and seconded by Trustee Escobosa to approve items 10-22, 24-27, 2-30, 34-40:

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

MINUTES Minutes of the March 28, 2006 Library Board of Trustees Board Meeting as amended.

CLAIMS Claims 4859 by Minter/Turner, 4860, 4861, and 4862 by Minter/Wood for a total of \$8,672.06 from Fund 707.

Current Claims 4863, 4864, 4865, and 4866 for a total of Current Claims for the Fiscal Year 2005-2006 of \$67,946.31 and Payroll #23 (5/10/06) for \$38,789.65 and #24 (5/24/06) for a total of \$38,789.65 for a combined total of Current Claims and Payrolls of \$145,525.61 from Fund 707.

FY2005-2006 Cash Flow Analysis through March 28, 2006 and recommendation that no funds be transferred at this time.

FINANCIAL REPORTS Financial Reports for March 2006

Office General Ledger & Check Registers for March 2006

Acquisitions Report for March 2006

Entrepreneurial Report for March 2006

Collection Agency Report for March 2006

Gifts Report for March 2006

GENERAL CONSENT CALENDAR Building Maintenance for March 2006

Personnel Report for March 2006

Circulation Report for March 2006

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

Legislative Alerts from the California Special Districts Association and the California Library Association

Status Report on Partnerships with Community Organizations

Poet Laureate Report.

Status Report on Audit Recommendation by Moreland & Associates

STAFF REPORTS

Placentia Library Literacy Services Report for March 2006.

Reference and Adult Services Report for March 2006.

Placentia Library Web Site Report for March 2006.

Safety Committee Minutes for March 2006.

**AGENDA ITEMS 23,
28, 31, 32, 33**

Volunteer Report for March 2006.

Status Report on Active Grant Applications

Director's Report for February 2006.

Program Committee Report for February 2006.

Children's Services Report for February 2006.

It was moved by Trustee DeVecchio and seconded by Trustee Wood to approve agenda item 23, 28, 31, 32, and 33

AYES: Shkoler, Turner, DeVecchio, Escobosa, Wood

NOES: None

ABSTAIN: None

ABSENT: None

**LEGISLATIVE
ISSUES**

Library Director reported there are no legislative updates other than the most recent information from the March 11, 2006 CALTAC Workshop.

WEBSITE PROJECT

Technology Manager Napier presented the latest edition of the new Placentia Library Website.

STRATEGIC PLAN

Strategic Planning Update was deferred to the next Board meeting.

**REDEVELOPMENT
PASS THROUGH
FUNDS**

Library Director led a discussion on redevelopment pass through funds, the definition of, background and determining what the Board's next steps are.

**BUDGET
PRIORITIES 06-07**

Library Director presented the Revenue and Expenditure Assumptions for FY 06-07.

PREPARATION

Agenda Preparation for the May Unusual Meeting will be held on Tuesday, May 9, 2006 at 6:30 P.M.

ADJOURNMENT

The Regular Meeting of the Board of Trustees of the Placentia Library District for April 17, 2006 adjourned at 8:57 P.M.

**MAY
MEETING**

The May Library Board Meeting will be held on Tuesday, May 9, 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

PLACENTIA LIBRARY DISTRICT
Summary of Nonstandard Claims
May 9, 2006

TYPE	REPORT NUMBER	AMOUNT
------	------------------	--------

None

TOTAL

Prepared by: Wendy Goodson

PLACENTIA LIBRARY DISTRICT
 Summary of Claims Forwarded by the Library Director & Trustees
 May 9, 2006

	DATE	CLAIM #	FUND	AMT	SIGNATURE/S
LIBRARY DIRECTOR	April 20, 2006	4867	707	2,598.82	Minter/Shkoler
		4868	707	703.99	Minter/Shkoler
		4869	707	6,001.99	Minter/Wood
TOTAL BY LIBRARY DIRECTOR				\$ 9,304.80	
TOTAL				<u>\$ 9,304.80</u>	

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE
REPORT NO

Agenda Item 12
04/20/06 Page 2 of 4
4867

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					AMOUNT	A C's Use Only	
	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat		Doc Number	SC
N03738J Pitney Bowes Credit Corp. PO Box 856460 Louisville, KY 40285-6460	4-13-06/7330591-AP06		2100	00		154.09		
N03752P SBC/MCI Dept. LA 21461 Pasadena, CA 91185-1461	714-528-1906/T4891860		0700	00		154.39		
N05445B Consolidated Reprographics 345 Clinton Street Costa Mesa, CA 92626	4-13-06/129808		1800	00		134.59		
N05608 Fed Ex PO Box 371461 Pittsburgh PA 15250-7461	4-14-06/3-450-64473		1803	00		25.05		
N06569B Demco P.O. Box 8048 Madison, WI 53708-8048	4-4-06/2399251		1800	00		275.84		
N06685 Honeywell Security Monitoring 8309 Innovation Way Chicago IL 60682	4-1-06/4476529		1400	00		168.09		
N06686I Office Depot PO Box 70025 Los Angeles CA 90074-0025	4-7-06/332724044 4-7-06/332648349		1800	00		157.35 61.25 218.60		
N23569 Placentia Disposal P.O. Box 79036 Phoenix, AZ 85062-9036	4-1-06/3876 14001691 6		1000	00		96.50		
N19647A Unique Management Services 119 E. Maple St. Jeffersonville, IN 47130	4-1-06/153901		1900	00		170.05		
N25869 Image Concepts 911 Powell Court Costa Mesa, CA 92626	4-10-06/8953 4-10-06/8956		1800	08		299.75 901.87 1,201.62		

The claims listed above (totaling \$2,598.82) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

Page Total

2,598.82

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

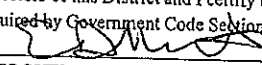
DATE 04/20/08 Agenda Item 12
REPORT NO 4868 Page 3 of 4

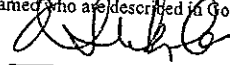
Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92670

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
N27368A The Hartford Group Benefits PO Box 8500-3690 Philadelphia PA 19178-3690	May 06		0300	00		321.13		
N28040 Yesenia Gomez c/o Placentia Library District 411 E. Chapman Ave. Placentia, CA 92870	3-106 to 4-17-06 Travel Reimb		2700	01		53.59		
N28413A Copy America 3564 E. Enterprise Dr. Anaheim, CA 92807	4-13-06/001040		1300	00		136.35		
N29656 Minuteman Press 310 E Orangethorpe Ave Unit L Placentia CA 92870	4-19-06/19293		1800	08		64.65		
N29645 Shawn Robison c/o Placentia Library District 411 E. Chapman Ave Placentia CA 92870	3-11-06 to 4-1-06 Travel Reimb		2700	01		14.24		
N30636 Nadia Dallstream c/o Placentia Library District 411 E. Chapman Placentia CA 92870	3-1-06 to 3-31-06 Travel Reimb		2700	01		24.03		
(need vendor #) ProLiteracy America 13200 Jamesville Ave Syracuse NY 13210	4-6-06/PLA-6817		1600	08		90.00		

The claims listed above (totaling \$703.99) 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

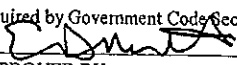
04/27/06 Agenda Item 12
4869 Page 4 of 4

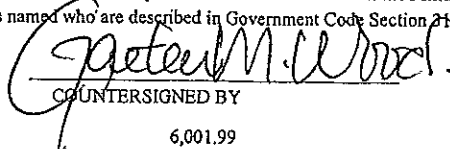
Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92670

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
N01074 The Gas Company PO Box C Monterey Park, CA 91756	4-24-06/05391188009		2800	00		991.99		
N03646 Vision Service Plan - (CA) PO Box 45210 San Francisco, CA 94145-5210	May 06		0300	00		321.00		
N03651 Waxie Sanitary Supply P.O. Box 81006 San Diego, CA 92138-1006	4-17-06/69426317		1000	00		1,479.39		
N03659F Golden State Water Company 2143 Convention Ctr Way 110 Ontario CA 91764	4-21-06/312083-9		2800	00		223.77		
N06902 New Readers Press P.O. Box 35888 Syracuse, NY 13235-5888	2-23-06/4397597		2400	08		511.37		
N13084 Planned Giving Round Table-SC PO Box 1695 Oak View CA 93022	E. Minter Registration L. Remling Registration		2700	01		250.00		
			2700	01		280.00		
						530.00		
N19932 Ameritas Life Insurance Corp. P.O. Box 81889 Lincoln, NE 68501-1889	4-17-06/19000-05435		0300	00		966.50		
N20042 Assurant Employee Benefits P.O. Box 807009 Kansas City, MO 64180-6644	4-19-06/4027912		0300	00		122.85		
N23659 Scholastic, Inc. PO Box 3720 Jefferson City, MO 65102-3720	3-28-06/4672362001		2400	08		5.12		
N24068 Placentia Glass & Screen 233 W. Santa Fe Ave Placentia CA 92870	3-3-06/8372		1000	00		850.00		

The claims listed above (totaling \$6,001.99) 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 2101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY 

COUNTERSIGNED BY 

ATTESTED AND/OR COUNTERSIGNED BY

PLACENTIA LIBRARY DISTRICT
Current Claims and Payroll
May 9, 2006

TYPE	REPORT NUMBER	AMOUNT
Regular	4870	3,077.39
	4871	3,485.82
	4872	3,405.26
Subtotal for Regular		9,968.47
	6/7/2006	11,919.63
	6/21/2006	38,789.65
Subtotal for Payroll		50,709.28
TOTAL CURRENT CLAIMS & PAYROLL		60,677.75

Prepared by: Wendy Goodson

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
N03860 Elizabeth D. Minter (Petty Cash) Placentia Library District Petty Cash Reimbursement 411 East Chapman Avenue Placentia, CA 92870-6198	4-11-06to5-4-06		0900	00		60.97		
	Petty Checks Reimb		0900	08		110.79		
						171.76		
N03752P SBC/MCI Dept. LA 21461 Pasadena, CA 91185-1461	4-2-06/T4947997		0700	01		342.35		
	714-223-1698							
N03833 Brodart Co. P.O. Box 3488 Williamsport, PA 17705	4-27-06/A38548		0700	05		215.50		
	4-18-06/671417		1800	00		183.33		
						398.83		
N03828F Baker & Taylor Books 1205 Paysphere Circle Chicago, IL 60674	4-24-06/4005549405		2400	01		29.50		
	4-24-06/4005549404		2400	01		23.26		
	4-24-06/4005549403		2400	01		105.84		
	4-24-06/4005549402		2400	01		35.33		
	4-24-06/4005549401		2400	01		18.56		
	4-24-06/4005549400		2400	01		55.14		
	4-24-06/4005549399		2400	01		21.55		
	4-24-06/4005549398		2400	01		17.37		
	4-24-06/400552006		2400	01		18.33		
	4-21-06/4005503128		2400	01		312.02		
	4-21-06/4005523791		2400	01		212.37		
	4-21-06/4005523790		2400	01		74.87		
	4-21-06/4005523789		2400	01		40.63		
	4-21-06/4005523788		2400	01		17.96		
	4-21-06/4005523787		2400	01		40.70		
	4-21-06/4005512197		2400	01		33.76		
	4-21-06/4005512196		2400	01		18.56		
4-21-06/4005512195		2400	01		30.53			
4-21-06/4005512194		2400	01		54.51			
4-21-06/4005503127		2400	01		18.56			
4-21-06/4005523792		2400	01		153.36			
					1,332.71			
N03842A Ingram Library Services P.O. Box 502779 St. Louis, MO 63150-2779	3-31-06/10904415		2400	01		2.94		
	3-31-06/10904414		2400	01		15.08		
	4-3-06/10931169		2400	01		22.87		
	4-3-06/10931168		2400	01		39.06		
	4-3-06/10931167		2400	01		11.94		
	4-3-06/10931166		2400	01		314.43		
	4-3-06/10931165		2400	01		56.39		
	4-5-06/10986426		2400	01		24.07		
	4-19-06/11256097		2400	01		94.96		
	4-19-06/11256098		2400	01		54.57		
	4-18-06/11231329		2400	01		6.74		
	4-18-06/11231327		2400	01		18.20		
	7-18-06/11231328		2400	01		170.49		
					831.74			

The claims listed above (totaling \$3,077.39) 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 05/09/06
REPORT NO 4871

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
N03845A Marshall Cavendish PO Box 2001 Tarrytown, NY 10591-9001	3-29-06/R726798		2400	01		125.82		
N03643A Recorded Books, LLC P.O. Box 64900 Baltimore, MD 21264-4900	10-11-05/1435597 3-30-06/243646 3-31-06/1435597		2400	05		369.80 119.82 85.99		
						575.61		
N04948 (note address change) Information Publications, Inc 2995 Woodside Rd Ste 400-182 Woodside CA 94062	4-14-06/4901A		2400	01		121.14		
N05294B Roto Rooter 1183 N. Kraemer Place Anaheim, CA 92806	4-24-06/297240		2400	01		173.81		
N06557 Care Resources, Inc. 9550 Warner Ave., Ste. 228 Fountain Valley, CA 92708	5-1-06/May 06		1900	00		35.00		
N06686I Office Depot PO Box 70025 Los Angeles CA 90074-0025	4-7-06/332648352 4-7-06/332648350		1800	00		20.45 131.81		
						152.26		
N06771 (note address change) The H.W. Wilson Company 23419 Network Place Chicago IL 60673-1234	4-4-06/56881037		2400	04		325.63		
N18816 I.M.P.A.C. Government Services P.O. Box 6350 Fargo, ND 58125-6350	4-21-06/X8898		1000	00		329.45		
			1800	00		117.95		
			1803	00		28.02		
						475.42		
N23030 Linda Baesler 150 Anned Dr. Placentia, CA 92870 502-50-4248	Story Time I Apr 06 Story Time II Apr 06		1900	00		540.00	"2"	
			1900	00		360.00	"2"	
						900.00		
N25869 Image Concepts 911 Powell Court Costa Mesa, CA 92626	4-27-06/9049		1800	08		601.13		

The claims listed above (totaling \$3,485.82) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

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

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

Payee Name and Address Social Security/Tax ID	APPROVED CLAIMS						A C's Use Only	
	Date/ Invoice#	Orgn	Objt/ Rev/ HS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	Doc Number	SC
N27562 RMC Facilities Services, Inc. PO Box 2135 Yorba Linda, CA 92885-1335	4-18-06/25519		1000	00		77.27		
N27838 BBC Audiobooks America PO Box 414190 Boston MA 02241-4190	4-20-06/240928		2400	05		239.88		
N29275 SB&F P.O. Box 3000 Denville, NJ 07834	4-11-06/P0016106		2400	04		45.00		
N29645 Shawn Robison c/o Placentia Library District 411 E. Chapman Ave Placentia CA 92870	4-8-06to4-29-06 Travel Reimb		2700	01		21.36		
N29833 Thomson Gale PO Box 95501 Chicago IL 60694-5501	4-5-06/14542712		2400	01		28.40		
	4-14-06/14569878		2400	01		159.21		
	4-12-06/14561001		2400	01		28.40		
	4-10-06/14554762		2400	01		28.40		
	4-11-06/14557752		2400	01		85.20		
						329.61		
N30025 Random House Dept 0919 PO Box 120001 Dallas TX 75312-0919	4-17-06/1081389342		2400	05		140.80		
N30586 HomeIN Magazine 19713 Yorba Linda Blvd Ste 135 Yorba Linda CA 92886	4-19-06/1667		1900	00		270.00		
Raintree 6277 Sea Harbor Drive Orlando FL 32887	3-31-06/65105475		2400	01		20.20		
	3-31-06/65094640		2400	01		2,156.14		
						2,176.34		
Lexicon 640 South San Vicente Bl Los Angeles CA 90048	4-10-06/1049754		2400	02		105.00		

The claims listed above (totaling \$3,405.26) 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

3,405.26



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 \$ 11,919.63 on 6 | 7 | 06

Send To: Bank Name: Wells Fargo Bank
 ABA #: 121042882
 Account Name: Placentia Library District
 Account #: 2011939659
 Reference: Payroll #25

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						11,036.69	
707	707			200	00						882.94	
ENCUMBRANCE REVERSAL: <input type="checkbox"/> YES <input type="checkbox"/> NO											TOTAL PAYMENT	11,919.63
I HEREBY CERTIFY THAT THIS CLAIM IS TRUE AND CORRECT AND THAT PAYMENT HAS NOT BEEN RECEIVED BY				EXPENDITURES AUTHORIZED AND APPROVED BY				APPROVED DAVID E. SUNDSTROM, Auditor-Controller				
CLAIMANT	DATE	AUTHORIZED SIGNER	DATE	DEPUTY	DATE							

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



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

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

Please Pay \$ 38,789.65 on 6 | 21 | 06

Send To: Bank Name: Wells Fargo Bank
 ABA #: 121042882
 Account Name: Placentia Library District
 Account #: 2011939659
 Reference: Payroll #26

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	D S ACCT	AMOUNT	SP CD
707	707			0100	00						36,036.69	
707	707			200	00						2,752.96	
ENCUMBRANCE REVERSAL: <input type="checkbox"/> YES <input type="checkbox"/> NO											TOTAL PAYMENT	38,789.65
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			
<u>Auditor-Controller Approvals:</u>		<u>Transaction Reference</u>	
<u>Claims & Disbursing:</u>		Automated Clearing House (CH) _____ Wire Transfer (WT) _____	
Over Limit:	\$100,000 (1) \$500,000 (2) \$1,000,000 (3)	Automated Clearing House (C) _____	
Claims & Disbursing Manager: _____		MW Transaction #: _____	
Check Writing: _____		<u>Treasurer-Tax Collector Information:</u>	
<u>General Ledger Approvals:</u>		Released By / Ref.# _____	
Cash & Expense Budget:	Date:	J wrcc	

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *EDM*
SUBJECT: Cash Flow Analysis
DATE: May 9, 2006

BACKGROUND:

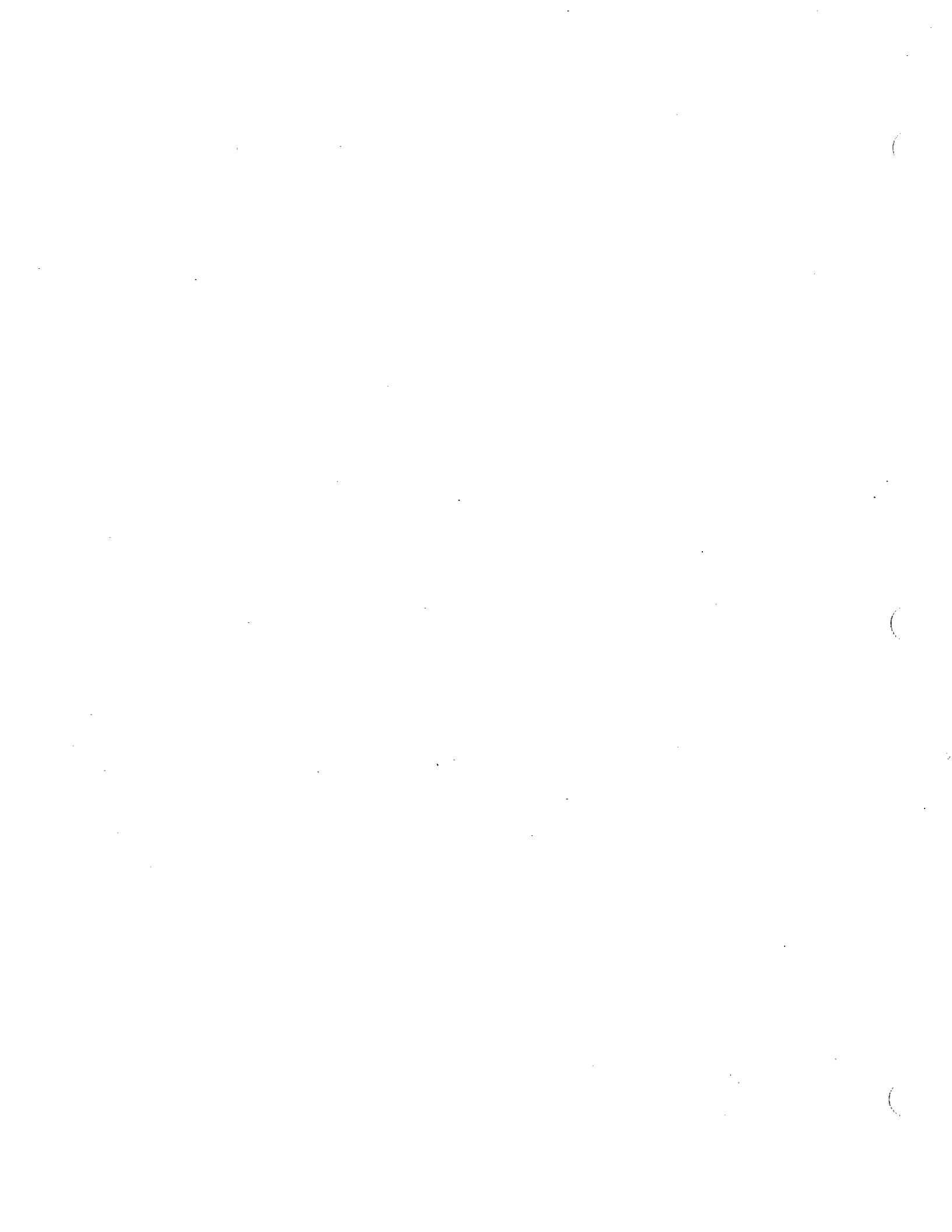
The Cash Flow Analysis for the General Fund for Fiscal Year 2005-2006 is Attachment A.

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 May 9, 2006.



Placentia Library District
FY2005-2006 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
07/01/05		Beginning Balance			837,101.17
08/16/03	4783	General by 3 Trustee signatures		1,027.90	836,073.27
01/16/05	4830	General by 3 Trustee signatures		2,317.01	833,756.26
01/16/05	4831	General by 3 Trustee signatures		3,198.75	830,557.51
01/16/05	4832	General by 3 Trustee signatures		3,584.47	826,973.04
01/16/05	4833	General by 3 Trustee signatures		1,611.37	825,361.67
01/16/05	4834	General by 3 Trustee signatures		350.00	825,011.67
01/16/05	4835	General by 3 Trustee signatures		7,266.16	817,745.51
01/16/05		Payroll #16 to wire Feb 8, 2006		44,146.24	773,599.27
01/16/05		Payroll #17 to wire Feb 22, 2006		42,749.93	730,849.34
06/15/05		Payroll #1 to wire Jul 6, 2005		38,789.65	692,059.69
06/15/05		Payroll #2 to wire Jul 20, 2005		38,789.65	653,270.04
06/23/05	4763	General by Library Director		17,273.63	635,996.41
06/23/05	4764	General by Library Director		14,800.99	621,195.42
07/02/05	4765	General by Library Director		2,664.61	618,530.81
07/09/05	4766	General by Library Director		3,332.72	615,198.09
07/09/05	4767	General by Library Director		908.95	614,289.14
07/11/05		Adjustment for FY2004-05, Claim 4749		16,745.00	597,544.14
07/14/05	4768	General by Library Director		19,790.44	577,753.70
07/14/05		6230-01: Prior Secured #8	16,231.99	40.58	593,945.11
07/14/05		6280-01: Supplemental paid 1984	1.66		593,946.77
07/14/05		6280-01: Supplemental paid 1985+	15,666.44		609,613.21
07/14/05		6300: Delinquent supplemental	1,417.30		611,030.51
07/14/05		6300: Delinquent supplemental penalties	327.44		611,357.95
07/18/05	4769	General by 3 Trustee signatures		6,791.36	604,566.59
07/18/05	4770	General by 3 Trustee signatures		4,356.11	600,210.48
07/18/05	4771	General by 3 Trustee signatures		3,370.23	596,840.25
07/18/05	4772	General by 3 Trustee signatures		4,371.76	592,468.49
07/18/05		Payroll #3 to wire Aug 3, 2005		38,789.65	553,678.84
07/18/05		Payroll #4 to wire Aug 17, 2005		38,789.65	514,889.19
07/18/05		Payroll #5 to wire Aug 31, 2005		38,789.65	476,099.54
07/18/05		6230-04: Teeter apportionment	15,295.19		491,394.73
07/20/05		6610: OC Interest Administrative Fee, June		90.01	491,304.72
07/21/05		6610-00: Interest Bank of the West	9.52		491,314.24
07/21/05		7670-00: Libraty Fines & Fees	5,529.17		496,843.41
07/21/05		7670:01: Library Passport Revenue	16,317.06		513,160.47
07/21/05		6610: OC Interest Administrative Fee, June		(90.01)	513,250.48
07/21/05	4773	General by Library Director (single signature)		1,307.01	511,943.47
07/21/05	4774	General by Library Director (single signature)		1,961.07	509,982.40
07/28/05	4775	General by Wood (single signature)		2,139.11	507,843.29
07/28/05	4776	General by Wood (single signature)		4,915.50	502,927.79
08/04/05		OCA refused to correct adjustment for FY2004-05, Claim 4729	16,745.00		519,672.79
08/04/05	4777	General by DeVecchio (single signature)		1,603.59	518,069.20
08/04/05	4778	General by Library Director & DeVecchio		5,276.46	512,792.74
08/04/05	4779	General by DeVecchio (single signature)		4,643.87	508,148.87
08/10/05		6300: Supplemental #1	2,397.64		510,546.51
08/15/05	4780	General by 3 Trustee signatures		18,667.81	491,878.70

Placentia Library District
FY2005-2006 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
08/15/05	4781	General by 3 Trustee signatures		4,763.48	487,115.22
08/15/05	4782	General by 3 Trustee signatures		1,869.28	485,245.94
08/15/05		Payroll #6 to wire Sep 14, 2005		38,789.65	446,456.29
08/15/05		Payroll #7 to wire Sep 28, 2006		38,789.65	407,666.64
08/16/05		6610: Orange County Investment Pool interest, Jul	2,221.76	78.45	409,809.95
08/18/05	4784	General by Library Director & DeVecchio		1,529.34	408,280.61
08/18/05	4785	General by Library Director & DeVecchio		2,039.04	406,241.57
08/18/05		6610-00: Bank of the West interest	9.09		406,250.66
08/18/05		7670-00: Library Revenue, Aug	3,265.41		409,516.07
08/18/05		7670-01: Library Passport Revenue, Aug	7,868.97		417,385.04
08/25/05	4786	General by Library Director & DeVecchio		2,435.55	414,949.49
08/25/05	4787	General by Library Director & DeVecchio		6,226.56	408,722.93
09/01/05	4788	General by Library Director & Escobosa		2,256.88	406,466.05
09/01/05	4789	General by Library Director & Escobosa		9,929.71	396,536.34
09/08/05	4790	General by Library Director & Shkoler		3,896.71	392,639.63
09/08/05	4791	General by Library Director & Shkoler		15,614.74	377,024.89
09/19/05	4792	General by 3 Trustee signatures		19,718.54	357,306.35
09/19/05	4793	General by 3 Trustee signatures		2,754.55	354,551.80
09/19/05	4794	General by 3 Trustee signatures		4,141.45	350,410.35
09/19/05	4795	General by 3 Trustee signatures		1,613.71	348,796.64
09/19/05	4796	General by 3 Trustee signatures		1,506.17	347,290.47
09/19/05		Payroll #8 to wire Oct.12, 2006		38,789.65	308,500.82
09/19/05		Payroll #9 to wire Oct 26, 2006		38,789.65	269,711.17
09/22/05	4797	General by Library Director & Turner		1,870.00	267,841.17
09/22/05		6220: Unsecured	54,632.83	136.58	322,337.42
09/22/05		6280: Supplemental #2	9,954.14		332,291.56
09/26/05		6610-00: Bank of the West interest	8.36		332,299.92
09/26/05		7670-00: Library Revenue, Sep	4,339.26		336,639.18
09/26/05		7670-01: Library Passport Revenue, Sep	7,441.65		344,080.83
09/26/05		6970-00: State Library Interlibrary Loan	5,729.17		349,810.00
09/26/05		6970-02: State Library CA Literacy Campaign	30,000.00		379,810.00
09/26/05		6970-05: State Library Project Grants, Staff Education	21,885.00		401,695.00
09/27/05		6610: Orange County Investment Pool interest, Aug	1,987.40	67.92	403,614.48
10/06/05	4798	General by Library Director & Escobosa		6,407.63	397,206.85
10/06/05	4799	General by Library Director & Escobosa & Shkoler		5,574.99	391,631.86
10/06/05	4800	General by Library Director & Shkoler		11,293.81	380,338.05
10/12/05		6280: Supplemental #3	4,050.18		384,388.23
10/17/05	4801	General by 3 Trustee signatures		18,361.32	366,026.91
10/17/05	4802	General by 3 Trustee signatures		3,073.23	362,953.68
10/17/05	4803	General by 3 Trustee signatures		17,178.84	345,774.84
10/17/05	4804	General by 3 Trustee signatures		2,802.50	342,972.34
10/17/05		Payroll #10 to wire Nov 9, 2006		38,789.65	304,182.69
10/17/05		Payroll #11 to wire Oct 26, 2006		38,789.65	265,393.04
10/19/05		6610: Orange County Investment Pool interest, Sep	1,684.33	55.79	267,021.58
10/24/05	4805	General by Library Director & DeVecchio		8,120.33	258,901.25
10/24/05	4806	General by Library Director & DeVecchio		5,113.15	253,788.10
10/24/05		6610-00: Bank of the West interest	27.67		253,815.77

Placentia Library District
FY2005-2006 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
10/24/05		6970-03: State Library Family Literacy	8,514.00		262,329.77
10/24/05		6970-06: State Mandated Claims Reimbursement	8,000.00		270,329.77
10/24/05		7670-00: Library Revenue, Oct	14,859.91		285,189.68
10/24/05		7670-01: Library Passport Revenue, Oct	16,631.59		301,821.27
11/01/05	4807	General by 3 Trustee signatures		2,911.63	298,909.64
11/01/05	4808	General by Library Director & Turner		1,646.79	297,262.85
11/10/05	4809	General by Library Director & Escobosa		8,312.11	288,950.74
11/10/05	4810	General by Library Director & Escobosa		6,654.80	282,295.94
11/10/05	4811	General by Library Director & Escobosa		15,588.81	266,707.13
11/16/05		6280: Supplemental #4	2,320.19		269,027.32
11/17/05	4812	General by Library Director & pending		2,778.52	266,248.80
11/21/05		6610: Orange County Investment Pool interest, Oct	1,826.50	58.16	268,017.14
11/22/05		6210: Secured #1	147,213.34	368.03	414,862.45
11/28/05	4813	General by 3 Trustee signatures		9,459.00	405,403.45
11/28/05	4814	General by 3 Trustee signatures		44,633.44	360,770.01
11/28/05	4815	General by 3 Trustee signatures		15,138.70	345,631.31
11/28/05	4816	General by 3 Trustee signatures		2,791.81	342,839.50
11/28/05		Payroll #12 to wire Dec 7, 2006		38,789.65	304,049.85
11/28/05		Payroll #13 to wire Dec 21, 2006		38,789.65	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
01/06/06		6970-00: State Library Interlibrary Loan	2,829.42		580,582.61
01/06/06		6970-03: State Library LSTA Grant for HIS House Project	21,885.00		602,467.61
01/06/06		7670-00: Library Revenue, Dec	3,430.19		605,897.80

Placentia Library District
FY2005-2006 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
01/06/06		7670-01: Library Passport Revenue, Dec	8,902.72		614,800.52
01/10/06		6690-00: State Homeowners #2	5,937.16		620,737.68
01/16/06	4830	General by 3 Trustee signatures		2,317.01	618,420.67
01/16/06	4831	General by 3 Trustee signatures		3,198.75	615,221.92
01/16/06	4832	General by 3 Trustee signatures		3,584.47	611,637.45
01/16/06	4833	General by 3 Trustee signatures		1,611.37	610,026.08
01/16/06	4834	General by 3 Trustee signatures		350.00	609,676.08
01/16/06	4835	General by 3 Trustee signatures		7,266.16	602,409.92
01/16/06		Payroll #16 to wire Feb 8, 2006		44,146.24	558,263.68
01/16/06		Payroll #17 to wire Feb 22, 2006		42,749.93	515,513.75
01/19/06		6210: Secured #4	191,941.89	479.85	706,975.79
01/19/06		6220: Unsecured	10,334.18	25.84	717,284.13
01/19/06		6280: Supplemental #6	18,604.59		735,888.72
01/23/06		6610: Orange County Investment Pool interest, Dec	2,597.09	72.51	738,413.30
01/24/06	4836	General by Library Director & Escobosa		1,829.28	736,584.02
01/24/06	4837	General by Library Director & Escobosa		3,214.42	733,369.60
01/26/06		6210-01: Public Utility #1	11,672.50	29.18	745,012.92
02/02/06	4838	General by Library Director & Shkoler		7,048.43	737,964.49
02/02/06	4839	General by Library Director & Shkoler		1,540.19	736,424.30
02/09/06	4840	General by Library Director & DeVecchio		11,666.10	724,758.20
02/09/06	4841	General by Library Director & DeVecchio		17,136.37	707,621.83
02/15/06		6250: SDAF #1	4,060.00		711,681.83
02/15/06		6280: Supplemental #7	4,390.19		711,681.83
02/21/06	4842	General by 3 Trustee signatures		6,907.93	704,773.90
02/21/06	4843	General by 3 Trustee signatures		1,936.00	702,837.90
02/21/06	4844	General by 3 Trustee signatures		2,931.93	699,905.97
02/21/06	4845	General by 3 Trustee signatures		4,079.33	695,826.64
02/21/06		Payroll #18 to wire Jan 4, 2006		40,316.17	655,510.47
02/21/06		Payroll #19 to wire Jan 18, 2006		42,237.93	613,272.54
02/21/06		Payroll #20 to wire Jan 18, 2006		38,789.65	574,482.89
02/21/06		6610: Orange County Investment Pool interest, Jan	3,122.06		577,604.95
02/23/06	4846	General by Library Director & DeVecchio		2,226.78	575,378.17
02/23/06	4847	General by Library Director & DeVecchio		611.75	574,766.42
02/23/06		6610-00: Bank of the West interest	11.75		574,778.17
02/23/06		6970-01: State Library CA Foundation Fund	21,080.00		595,858.17
02/23/06		6970-02: State Library CA Literacy Campaign	21,732.00		617,590.17
02/23/06		7670-00: Library Revenue, Jan	6,841.62	87.57	624,344.22
02/23/06		7670-01: Library Passport Revenue, Jan	18,300.13		642,644.35
03/02/06	4848	General by Escobosa, Turner & DeVecchio		7,417.20	635,227.15
03/02/06	4849	General by Escobosa, Turner & DeVecchio		5,914.37	629,312.78
03/09/06	4850	General by DeVecchio, Shkoler & Wood		3,672.64	625,640.14
03/09/06	4851	General by DeVecchio, Shkoler & Wood		1,483.78	624,156.36
03/16/06	4852	General by Shkoler, Turner & pending		4,584.58	619,571.78
03/16/06	4853	General by Shkoler, Turner & pending		11,929.16	607,642.62
03/16/06		6610: Orange County Investment Pool interest, Feb	3,110.43	82.16	610,670.89
03/16/06		6610-00: Bank of the West interest	37.81		610,708.70
03/16/06		6970-00: State Library Interlibrary Loan	2,613.60		613,322.30

Placentia Library District
FY2005-2006 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
03/16/06		7670-00: Library Revenue, Feb/Mar	4,374.09		617,696.39
03/16/06		7670-01: Library Passport Revenue, Feb/Mar	14,315.53		632,011.92
03/20/06		6210: Secured #5	76,219.63	190.55	708,041.00
03/20/06		6280: Supplemental #8	5,748.34		713,789.34
03/28/06	4854	General by 3 Trustee signatures		9,120.92	704,668.42
03/28/06		Payroll #21 to wire Apr 12, 2006		41,418.29	663,250.13
03/28/06		Payroll #22 to wire Apr 26, 2006		41,666.17	621,583.96
03/28/06	4855	General by 3 Trustee signatures		7,369.57	614,214.39
03/28/06	4856	General by 3 Trustee signatures		3,113.63	611,100.76
03/28/06	4857	General by 3 Trustee signatures		1,277.13	609,823.63
03/28/06	4858	General by 3 Trustee signatures		8,137.44	601,686.19
03/29/06	4859	General by Library Director & Turner		669.19	601,017.00
04/05/06	4860	General by Library Director & Wood		2,985.63	598,031.37
04/05/06	4861	General by Library Director & Wood		4,651.16	593,380.21
04/05/06	4862	General by Library Director & Wood		366.08	593,014.13
04/17/06	4863	General by 3 Trustee signatures		44,863.51	548,150.62
04/17/06	4864	General by 3 Trustee signatures		4,620.09	543,530.53
04/17/06	4865	General by 3 Trustee signatures		17,930.98	525,599.55
04/17/06	4866	General by 3 Trustee signatures		531.73	525,067.82
04/17/06		Payroll #23 to wire May 10, 2006		38,789.65	486,278.17
04/17/06		Payroll #24 to wire May 24, 2006		38,789.65	447,488.52
04/20/06	4867	General by Library Director & Shkoler		2,598.82	444,889.70
04/20/06	4868	General by Library Director & Shkoler		703.99	444,185.71
04/20/06	4869	General by Library Director & Wood		6,001.99	438,183.72
05/09/06	4870	General by 3 Trustee signatures		3,077.39	435,106.33
05/09/06	4871	General by 3 Trustee signatures		3,485.82	431,620.51
05/09/06	4872	General by 3 Trustee signatures		3,405.26	428,215.25
05/09/06		Payroll #24 to wire June 7, 2006		11,919.63	416,295.62
05/09/06		Payroll #24 to wire June 21, 2006		38,789.65	377,505.97
					377,505.97



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	


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]

b

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director 
SUBJECT: Financial Reports for April 2006
DATE: May 9, 2006

The Library Board Meeting is being held before the Financial Reports for the month of April are available from the Orange County Auditor/Controller's Office.

The April 2006 Financial Report will be included with the May report at the Library Board Meeting on June 19, 2006.



Placentia Library District
Balance Sheet
As of April 30, 2006

	<u>Apr 30, 06</u>
ASSETS	
Current Assets	
Checking/Savings	
County Exempt - Checking	2,470.54
County Exempt - Savings	10,978.72
General Fund - Checking	2,818.74
General Fund - Savings	9,176.72
Literacy Fund - Savings	11,523.50
Payroll Checking - Wells Fargo	72,321.94
Payroll Checking (CDs)	
0028205565	21,830.67
0028205573	21,830.67
Total Payroll Checking (CDs)	<u>43,661.34</u>
Total Checking/Savings	<u>152,951.50</u>
Total Current Assets	<u>152,951.50</u>
TOTAL ASSETS	<u><u>152,951.50</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Union Dues Payable	1,496.00
Total Other Current Liabilities	<u>1,496.00</u>
Total Current Liabilities	<u>1,496.00</u>
Total Liabilities	1,496.00
Equity	
Retained Earnings	41,406.99
Total Capital	68,808.81
Net Income	41,239.70
Total Equity	<u>151,455.50</u>
TOTAL LIABILITIES & EQUITY	<u><u>152,951.50</u></u>

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

July 2005 through April 2006

	County Exempt Fund	General Fund	Literacy Fund	Payroll Fund	TOTAL
Income					
COE Directors Fund (Friends)	1,317.42	0.00	0.00	0.00	1,317.42
COE Interest	37.57	0.00	0.00	0.00	37.57
COE Life Insur Suptmt(EDM)	418.74	0.00	0.00	0.00	418.74
COE Meeting Room Income	5,465.00	0.00	0.00	0.00	5,465.00
COE Miscellaneous Income	135.00	0.00	0.00	0.00	135.00
COE Passport Chck Reimbursement	52,788.63	0.00	0.00	0.00	52,788.63
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	875.00	0.00	0.00	0.00	875.00
GF Bankcard Deposit	0.00	101,364.44	0.00	0.00	101,364.44
GF Cash Register - Audio Visual	0.00	16.50	0.00	0.00	16.50
GF Cash Register - Childrens	0.00	666.60	0.00	0.00	666.60
GF Cash Register - Copy/Debit	0.00	4,498.06	0.00	0.00	4,498.06
GF Cash Register - Fines	0.00	14,915.74	0.00	0.00	14,915.74
GF Cash Register - Lost Items	0.00	1,848.39	0.00	0.00	1,848.39
GF Cash Register - Misc.	0.00	435.90	0.00	0.00	435.90
GF cash register - Passport Pho	0.00	14,533.00	0.00	0.00	14,533.00
GF Cash Register - Reserves	0.00	1,440.21	0.00	0.00	1,440.21
GF Children's (not at register)	0.00	2.00	0.00	0.00	2.00
GF County Reimbursements	0.00	17,600.83	0.00	0.00	17,600.83
GF Deposit Correction Income	0.00	10.00	0.00	0.00	10.00
GF Eqpmnt (4000) Reimbursement	0.00	366.46	0.00	0.00	366.46
GF Fed Work Study Reimbursement	0.00	50,889.85	0.00	0.00	50,889.85
GF Interest	0.00	149.54	0.00	0.00	149.54
GF Miscellaneous income	0.00	15,983.01	0.00	0.00	15,983.01
GF Notary	0.00	1,020.00	0.00	0.00	1,020.00
GF Office Expense Reimbursement	0.00	150.60	0.00	0.00	150.60
GF Passport Revenue	0.00	103,854.44	0.00	0.00	103,854.44
GF Special Grants	0.00	10,000.00	0.00	0.00	10,000.00
GF State Library Grants	0.00	104,016.00	0.00	0.00	104,016.00
GF State Library Reimbursements	0.00	11,172.19	0.00	0.00	11,172.19
GF State of CA Foundation Funds	0.00	21,090.00	0.00	0.00	21,090.00
GF Typewriter Income	0.00	6.98	0.00	0.00	6.98
LIT Donations	0.00	0.00	427.60	0.00	427.60
LIT Interest Inc - Savings	0.00	0.00	50.32	0.00	50.32
PA Wire Transfer from County	0.00	0.00	0.00	901,217.93	901,217.93
PA Wire Transfer from Paychex	0.00	0.00	0.00	600.00	600.00
Total Income	61,587.36	476,030.74	477.92	901,817.93	1,439,913.95
Expense					
COE Bank fees	94.50	0.00	0.00	0.00	94.50
COE Child'n's Summer Rndng Prgrm	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	1,081.37	0.00	0.00	0.00	1,081.37
COE Friend's Other Activities	0.00	0.00	0.00	0.00	0.00
COE GF Petty Cash Reimb	280.15	0.00	0.00	0.00	280.15
COE Life Insurance payment	1,303.90	0.00	0.00	0.00	1,303.90
COE Meeting Room Maintenance	1,474.68	0.00	0.00	0.00	1,474.68
COE Meetings & Special Events	67.42	0.00	0.00	0.00	67.42
COE Miscellaneous Expense	250.00	0.00	0.00	0.00	250.00
COE Passport Expenses	48,879.30	0.00	0.00	0.00	48,879.30
COE Staff Appreciation	880.00	0.00	0.00	0.00	880.00
COE Transfer to COE Savings	500.00	0.00	0.00	0.00	500.00
GF Bank Fees	0.00	0.00	0.00	0.00	0.00
GF Bank Return Check Item/Fees	0.00	84.00	0.00	0.00	84.00
GF Bankcard Service Charge	0.00	2,170.95	0.00	0.00	2,170.95
GF Equipment (400)	0.00	1,264.62	0.00	0.00	1,264.62
GF Food	0.00	1,338.28	0.00	0.00	1,338.28
GF Household Expenses	0.00	570.22	0.00	0.00	570.22
GF Interlibrary Loan Expense	0.00	3.00	0.00	0.00	3.00
GF Library Materials (books)	0.00	6.00	0.00	0.00	6.00
GF Literacy	0.00	2,290.92	0.00	0.00	2,290.92
GF Memberships	0.00	173.00	0.00	0.00	173.00
GF Miscellaneous	0.00	2,442.06	0.00	0.00	2,442.06
GF Office Expense	0.00	6,562.50	0.00	0.00	6,562.50
GF Postage	0.00	2.15	0.00	0.00	2.15
GF Prof & Spec Services	0.00	1,075.13	0.00	0.00	1,075.13
GF Registration/trans/travel	0.00	126.25	0.00	0.00	126.25
GF Taxes & Fees (370)	0.00	4,268.00	0.00	0.00	4,268.00
GF Transfer to COE	0.00	32,334.89	0.00	0.00	32,334.89
GF Transfer to GF Savings	0.00	57,785.76	0.00	0.00	57,785.76
GF Transfers to County	0.00	380,676.92	0.00	0.00	380,676.92
GF Travel Literacy	0.00	283.66	0.00	0.00	283.66
GF Travel Staff	0.00	2,943.33	0.00	0.00	2,943.33
GF Travel Trustees	0.00	168.00	0.00	0.00	168.00
PA Bank fees	0.00	0.00	0.00	25.00	25.00
PA Empl 457 Plan Contribution	0.00	0.00	0.00	42,682.53	42,682.53
PA Employee 125 Co-Pay	0.00	0.00	0.00	9,186.81	9,186.81
PA Employee Life Insurance	0.00	0.00	0.00	398.80	398.80
PA Payroll Taxes	0.00	0.00	0.00	200,363.91	200,363.91
PA Salaries	0.00	0.00	0.00	592,077.86	592,077.86
Total Expense	57,369.70	496,569.64	0.00	844,734.91	1,398,674.25
Net Income	4,217.66	-20,538.90	477.92	57,083.02	41,239.70

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

	GENERAL FUND			ADOPT-A-BOOK			TOTAL PURCHASED			DONATED			TOTAL ITEMS		
	Amount	Volumes	Titles	Amount	Volumes	Titles	Amount	Volumes	Titles	Value	Volumes	Titles	Amount	Volumes	Titles
Adult Fiction	\$10,462	553	494	\$0	0	0	\$10,462	553	494	\$1,570	67	67	\$12,032	620	561
Adult Circulating Non-Fiction	\$24,963	1,125	1,108	\$61	3	3	\$25,023	1,128	1,111	\$965	38	37	\$25,990	1166	1148
Adult Reference	\$6,509	64	55	\$0	0	0	\$6,509	64	55	\$495	14	13	\$7,004	78	68
Adult Print Continuations	\$13,128	4	143	\$0	0	0	\$13,128	4	143	\$0	0	0	\$13,128	4	143
Adult Electronic Continuations	\$26,978	7	9	\$0	0	0	\$26,978	7	9	\$0	0	0	\$26,978	7	9
Total Adult Non-Fiction	\$71,578	1200	1315	\$61	3	3	\$71,638	1203	1318	\$1,461	52	50	\$73,099	1255	1368
TOTAL ADULT PRINT MATERIALS	\$82,040	1753	1809	\$61	3	3	\$82,100	1756	1812	\$3,031	119	117	\$85,131	1875	1929
Adult Audio/Music	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0
Adult Audio Books	\$9,599	138	138	\$0	0	0	\$9,599	138	138	\$220	4	4	\$9,819	142	142
Total Adult Audio	\$9,599	138	138	\$0	0	0	\$9,599	138	138	\$220	4	4	\$9,819	142	142
Adult Video Educational	\$1,204	56	51	\$0	0	0	\$1,204	56	51	\$0	0	0	\$1,204	56	51
Adult Video Entertainment	\$1,140	58	49	\$0	0	0	\$1,140	58	49	\$155	9	15	\$1,295	67	64
Total Adult Video	\$2,345	114	100	\$0	0	0	\$2,345	114	100	\$155	9	15	\$2,500	123	115
TOTAL ADULT NON-PRINT MATERIALS	\$11,943	252	238	\$0	0	0	\$11,943	252	238	\$375	13	19	\$12,318	265	257
TOTAL ADULT MATERIALS	\$93,983	2,005	2,047	\$61	3	3	\$94,044	2,008	2,050	\$3,406	132	136	\$97,450	2,140	2,186
Juvenile Fiction	\$4,058	676	471	\$0	0	0	\$4,058	676	471	\$653	62	62	\$4,711	738	533
Juvenile Circulating Non-Fiction	\$12,223	628	594	\$112	7	7	\$12,335	635	601	\$2,258	101	101	\$14,593	736	702
Juvenile Reference	\$1,650	12	13	\$0	0	0	\$1,650	12	13	\$0	0	0	\$1,650	12	13
Juvenile Print Continuations	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0
Juvenile Electronic Continuations	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0
Total Juvenile Print Materials	\$13,873	640	607	\$112	7	7	\$13,985	647	614	\$2,258	101	101	\$16,243	748	715
TOTAL JUVENILE PRINT MATERIALS	\$17,931	1,316	1,078	\$112	7	7	\$18,043	1,323	1,085	\$2,911	163	163	\$20,954	1,486	1,248
Juvenile Audio/Music	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0
Juvenile Audio Books	\$129	2	1	\$0	0	0	\$129	2	1	\$0	0	0	\$129	2	1
Total Juvenile Audio	\$129	2	1	\$0	0	0	\$129	2	1	\$0	0	0	\$129	2	1
Juvenile Video Educational	\$240	13	12	\$0	0	0	\$240	13	12	\$0	0	0	\$240	13	12
Juvenile Video Entertainment	\$478	40	40	\$0	0	0	\$478	40	40	\$25	1	1	\$503	41	41
Total Juvenile Video	\$718	53	52	\$0	0	0	\$718	53	52	\$25	1	1	\$743	54	53
TOTAL JUVENILE NON-PRINT MATERIAL	\$847	55	53	\$0	0	0	\$847	55	53	\$25	1	1	\$872	56	54
TOTAL JUVENILE MATERIALS	\$18,777	1371	1131	\$112	7	7	\$18,889	1378	1138	\$2,936	164	164	\$21,826	1542	1302
Total Fiction	\$14,520	1,229	965	\$0	0	0	\$14,520	1,229	965	\$2,223	129	129	\$16,743	1,358	1,094
Total Non-Fiction	\$65,451	1,922	1,922	\$172	10	10	\$65,623	1,932	1,932	\$3,719	153	151	\$69,342	2,003	2,083
Total Audio	\$9,728	1,840	139	\$0	0	0	\$9,728	1,840	139	\$220	4	4	\$9,948	144	143
Total Video	\$3,062	140	152	\$0	0	0	\$3,062	167	152	\$180	10	16	\$3,242	177	168
TOTAL MATERIALS	\$112,761	3,208	3,178	\$172	10	10	\$112,933	3,386	3,188	\$6,342	296	300	\$119,275	3,682	3,488

Outstanding Orders as of April 2006

General Fund \$22,534
 Adopt-a-book \$129
 TOTAL \$22,663

Entrepenurial Activities Report
 Net Revenue Summary
 April-06

	Apr-06	Apr-05	YTD 2005-06	YTD 2004-05
Passport	22,952.46	28,303.39	132,009.47	145,490.75
Passport Photos	2,430.00	1,980.00	13,380.00	6,380.00
Notary Public	180.00	0.00	880.00	0.00
Total	25,562.46	30,283.39	146,269.47	151,870.75

Prepared by: Wendy Goodson



Summary of Current Status Of Unique Management Accounts
 May 9, 2006

Agenda Item 19

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	16	850	3	508.21	0
February	16	859	2	248.6	0
March	18	872	5	497.7	0
April	15	879	6	778.62	0
May	0	0	0	0	0
June	0	0	0	0	0
TOTAL YTD	148	8327	35	6904.85	0

UNIQUE MANAGEMENT SERVICES, INC.

CREATED: 04/30/2006 2:52 PM MK

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 04/30/2006

Accounts Submitted	: 1,320	Dollars Submitted	: 121,796.61	Dollars Received	: 48,952.27
Bankruptcies	: 13	Dollars in Bankruptcy	: 1,079.61	Material Returned	: 14,239.74
Incorrect Addresses	: 175	Dollars in Skips	: 10,510.47	Dollars Waived	: 3,022.38
Patron Disputes/Suspends	: 1	Dollars in Dispute	: 0.00	Total Activated	: 83,083.24
Accounts in Process	: 1,131	Dollars in Process	: 105,681.38	% of Dollars Activated	: 78.62%
# of Accounts Activated	: 879				
% of Accounts Activated	: 77.72%				



PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *EDM*
SUBJECT: Gift Report for April 2006
DATE: May 9, 2006

Volunteer Coordinator Laranne Remling is on vacation May 1-11, 2006.

The April 2006 Gift Report will be included with the May report at the Library Board Meeting on June 19, 2006.



PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *EDM*
SUBJECT: Building Maintenance Report for April 2006
DATE: May 9, 2006

HVAC: 4-28-06 – Monthly servicing of system.
Exterminator: 4-17-06 – Checked traps.
Carpet Cleaners: 4-28-06 - 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 April 2006
DATE: May 9, 2006

RESIGNATIONS:

None

APPOINTMENTS:

None

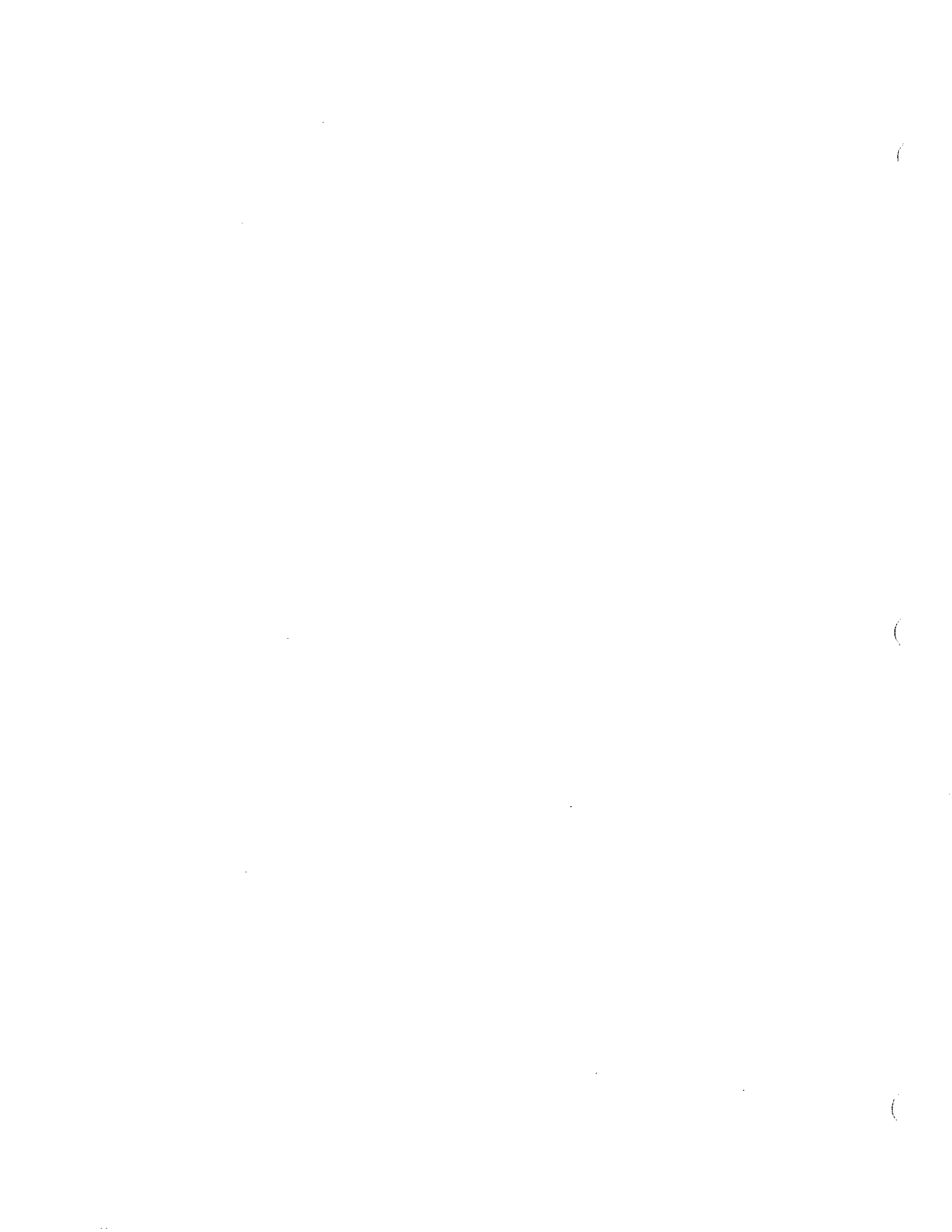
OPEN POSITIONS:

None

WORKERS' COMPENSATION LEAVE:

None

Prepared by: Wendy Goodson



PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *EDM*
SUBJECT: Volunteer Report for April 2006
DATE: May 9, 2006

Volunteer Coordinator Laranne Remling is on vacation May 1-11, 2006.

The April 2006 Volunteer Report will be included with the May report at the Library Board Meeting on June 19, 2006.



Placentia Library District
Circulation Report – April 2006

	Apr 2006	Apr 2005		Y-T-D 2006	Y-T-D 2005	Y-T-D % change
1st Time Checkouts	15,415	14,958		157,930	137,069	15%
Phone Renewals	1,587	820		10,629	12,160	-13%
In-Building Renewals	408	332		4,856	3,554	37%
TOTAL CHECKOUTS	17,410	16,110		173,415	152,783	14%
On-Time Checkins	17,620	16,293		173,991	147,243	18%
Late Checkins	1,619	1,248		11,511	10,327	11%
TOTAL CHECKINS	19,239	17,541		185,502	157,570	18%
Holdings Placed	560	562		5,231	5,422	-4%
Holdings Cancelled	44	24		208	340	-39%
Holdings Filled	389	481		4,188	4,383	-4%
NEW PATRON REGISTRATIONS	395	386		6,522	3,443	89%
CIRCULATION BY TYPE OF MATERIAL						
Adult Print	6,020	6,498		62,147	62,179	0%
Juvenile Print	7,413	7,498		75,225	69,587	8%
Audio	1,051	968		11,587	11,105	4%
Visual	3,480	2,264		34,358	18,682	84%
TOTAL CIRCULATION	17,964	17,228		183,317	161,553	13%
CIRCULATION BY PLACE OF RESIDENCE						
To Placentia residents	10,744	10,151		109,062	95,884	14%
To Anaheim/Yorba Linda residents	2,900	2,783		30,853	27,696	11%
To residents outside Tri-City	4,320	4,294		43,402	37,973	14%
TYPES OF ACTIVE BORROWERS						
Adult	13,378	12,626				
Young Adult	348	301				
Juvenile	2,873	2,914				
New Borrower	905	1,147				
Other (staff)	454	244				
TOTAL ACTIVE BORROWERS *	17,958	17,232				
TOTAL REGISTERED BORROWERS **		21,464				
ATTENDANCE	47,302	42,699		373,514	311,579	20%

* Active borrowers have used the Library this month

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



PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees

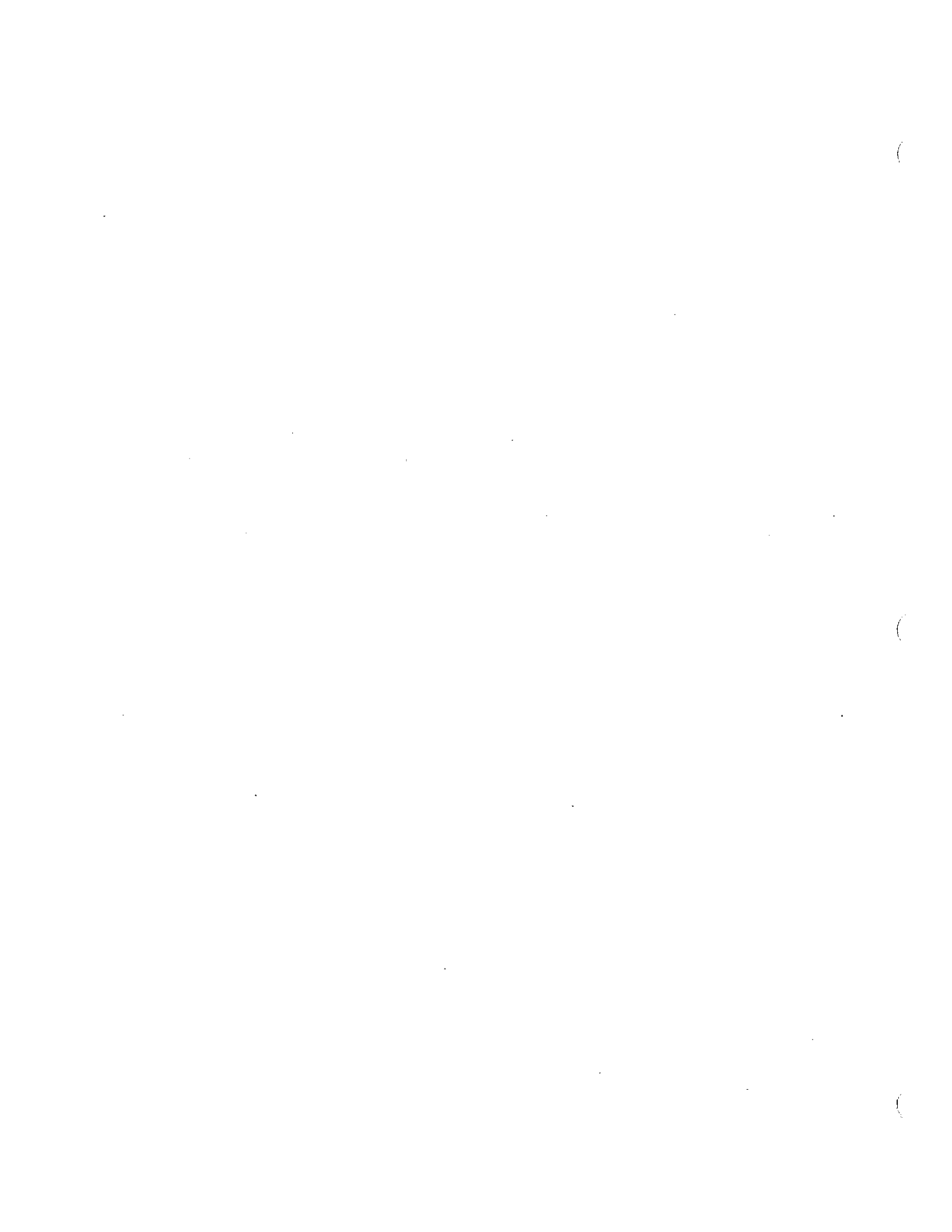
FROM: Elizabeth D. Minter, Library Director *EDM*

SUBJECT: Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority for April 2006

DATE: May 9, 2006

The Library Board Meeting is being held before the Invoice for the month of April is available from the City of Placentia Finance Department.

The April 2006 Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority will be included with the May report at the Library Board Meeting on June 19, 2006.



Elizabeth Minter

From: Geoffrey Neill [gneill@csla.net]
Sent: Friday, May 05, 2006 12:53 PM
To: eminter@placentalibrary.org
Subject: CSDA Legislative Update - May 5, 2006

}Legislature OKs Major Infrastructure Bonds

In what Senate President Don Perata referred to as "a textbook example of what bipartisanship can look like," the California Legislature approved a series of four infrastructure bonds late Thursday night. The four bonds, which together would total \$37.3 billion in borrowing, will appear before voters on the November 7 ballot and represent twice as much borrowing as has ever been put to the electorate at one time before. The bonds have been divided up into four parts, with \$20 billion for transportation, more than \$10 billion for education, \$4 billion for flood protection, and nearly \$3 billion for affordable housing. If passed, they will constitute the most concentrated investment in the state's infrastructure in 40 years.

The approval of the bonds by the usually divided Legislature represents an exceptional achievement, which legislators are regarding with a sense of satisfaction and history. The bonds represent a balance of interests between the Democrats and Republicans with Republicans receiving concessions that will ease the environmental regulations for flood control spending and grant them some authority on transportation spending decisions and Democrats gaining funding for their affordable housing proposal. Gov. Schwarzenegger was also thrilled with the bonds' approval, stating that "for the first time in a generation, we are making a real investment in our state's future."

The approval of the infrastructure plan comes just in time to offer a political boost to both the governor and the Democrat-led Legislature for the November elections. Gov. Schwarzenegger, still recovering from the failure to prevail in last year's special election, has referred to the plan's approval as the fruition of the Strategic Growth Plan he outlined earlier this year in his State of the State address. The Legislature, often viewed as divided and incapable of producing strong public policy, has also scored low in public opinion polls recently. With such a major public works plan being approved and supported, they, too, hope to be viewed more favorably by the public.

Assembly Bills 1794 and 2951

Assembly Bill 1794 (DeVore) : This bill eliminates the Jan. 1, 2007, sunset date for the authorization for a local agency to invest their funds, under proscribed circumstances, in eligible investments. Specifically, the bill eliminates the restriction on investing in more than 10 percent of the outstanding paper of an issuing corporation. It also says that no more than 10 percent of the total investments that a local entity makes can be invested in any one issuer's commercial paper. The California Association of County Treasurers and Tax Collectors contends that the restriction on investing in more than 10 percent of the outstanding paper of an issuing corporation is meaningless given the other requirements for portfolio diversity under law. Many of the current restrictions on local government investment were put in place following Orange County's 1994 bankruptcy. Commercial paper is an important, flexible source of short-term financing for the largest and most creditworthy corporations worldwide, providing them with a low-cost alternative to bank loans; typically, CP is a senior level, unsecured short-term note used to finance short-term credit needs, such as accounts receivable and inventory. The bill was approved by the Assembly Banking and Finance Committee on Monday.

Assembly Bill 2951 (Goldberg) : This bill would clarify the authority of public agencies that provide utility services to charge other entities, including schools, capital facilities fees. A capital facilities fee is nondiscriminatory connection fee, a nondiscriminatory capacity charge, or both, but not any other rate, charge, or surcharge, or any capital component thereof. As the committee analysis for the bill says, the ultimate question that AB 2951 attempts to answer is whether or not public agencies (e.g., schools and state agencies) be treated the same as all other customers the public utility serves in the sense of paying fees to help maintain the utility system. This bill would authorize a public agency utility to charge public agency customers rates or charges on the same basis as comparable nonpublic users, except for capital facilities fees, which a public agency utility must negotiate with schools, public

higher education, and state agencies. This bill would further insulate billing agencies from legal challenges of their rate structures once the 120-day statute of limitations window has closed. In addition, an imposing agency shall provide advance notice of any proposal by the imposing agency to raise rates or charges. The bill was passed 6 to 0 on Wednesday by the Assembly Local Government Committee. The bill now moves to the Assembly Appropriations Committee.

Senate Bills-1432 and 1317

Senate Bill 1432 (Lowenthal) : This bill would make scores of changes, both substantive and technical, to the Mello-Roos Community Facilities Act. Most significantly, the bill would allow more services to be financed with Mello-Roos special taxes. Under current law, these taxes can be used to pay for police services, fire protection, recreation programs, library services, museum operations, park maintenance, flood protection, and hazardous waste cleanup services. SB 1432 would further allow their use for snow plowing and removal, maintenance and lighting of streets and roads, and graffiti management and removal. Special taxes to support the new services relating to streets, roads and graffiti must be approved by registered voters, unless the services are "reasonably related" to new development. It would also allow Community Financing Districts to finance incentives for - or subsidize construction, rehabilitation or acquisition of - housing for lower income households. The bill was approved on a 3 to 2 vote Wednesday in the Senate Local Government Committee.

Senate Bill 1317 (Torlakson) : Senate Bill 1317, as passed by the Senate Local Government Committee, will be heard in the Senate Appropriations Committee on Monday. As amended, SB 1317, which is sponsored by the Southern California Edison power company, would provide an "incentive" to cities and counties to site specified new power facilities. The incentive comes in the form of allocating enterprise special districts' share of the unitary property tax to the siting city or county, except for 10% that would be allocated to the water agency that provides direct service to the new power facility. Non-enterprise special districts would not lose their allocation from the unitary property tax resulting from the new power facility. This reallocation of the unitary property tax revenues are prospective and will not impact the current unitary property tax allocation formula. Reallocation of property taxes is permissible under Proposition 1A as long as the money stays within the same county, and the bill effecting the change is passed by a two-thirds majority in each legislative house.

CSDA continues to oppose Senate Bill 1317, as does the Howard Jarvis Taxpayers Association (HJTA). In an April 27 letter to the Senate Appropriations Committee, HJTA stated in part: *"In 2004, Governor Schwarzenegger asked special districts throughout the state to help solve the state's budget crisis by giving up \$350 million in property taxes. While this appeared to be a creative solution to the state budget shortfall, it was essentially a roundabout way for the state to raise taxes by essentially forcing special districts to increase fees and assessments to offset tax revenues taken by the state. SB 1317 would merely exacerbate the problems that this property tax loss created for special districts and the many thousands of Californians, both businesses and residential users, who rely on the services of special districts all over the state."*

Well said...

Email Updates Available for All Member Agencies' Officials and Employees

Legislative Updates are emailed every Friday that the California Legislature is in session. Past and current updates are available in the Legislation & Action section of the CSDA member's website. 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.

CSDA...keeping special districts informed!
A proud member of the CSDA Alliance.
California Special Districts Association
Special District Risk Management Authority
CSDA Finance Corporation

Elizabeth Minter

From: Geoffrey Neill [gneill@csgda.net]
Sent: Friday, April 28, 2006 2:28 PM
To: eminter@placentalibrary.org
Subject: CSGDA Legislative Update - April 28, 2006

Policy Committee Deadline Today

Today is the deadline for policy committees to act on bills for referral to the fiscal committees. The following bills of interest to CSGDA were considered this week:

- Assembly Bill 1990 (Walters): This bill proposed to prohibit local agencies from utilizing eminent domain if ownership of the property was to be transferred to a private party or entity. The bill was defeated on Wednesday in the Assembly Housing and Community Development Committee.
- Assembly Bill 1953 (Chan): This bill would reduce from 8% and 4% to 0.25% the maximum lead content for pipes and plumbing fittings and fixtures to be considered "lead-free" in order to be installed in households and other facilities receiving water for human consumption. The bill passed the Assembly Appropriations Committee on Wednesday.
- Assembly Bill 2027 (LaMalfa): This bill relates to limited CEQA exemptions for flood protection projects. The bill failed passage on Tuesday in the Assembly Water, Parks & Wildlife Committee.
- Senate Constitutional Amendment 20 (McClintock): A major revision to eminent domain law, SCA 20 was defeated on Tuesday in the Senate Judiciary Committee. You can find a very detailed analysis of the measure through this link: <http://tinyurl.com/nphvz>.
- Assembly Bill 2463 (Houston): This bill proposed to increase the size of the board of trustees for Reclamation District 348 from three to five, with the two new seats voted on by residents, not landowners, and would have set a precedent for other Reclamation districts. The bill failed in the Assembly Local Government Committee on Wednesday.
- Assembly Bill 2699 (Emmerson): This bill would enact the Habitat Mitigation Act of 2006, which would require an entity that agrees to accept responsibility for the preservation and maintenance of any land set aside for mitigation purposes to create a management plan and conduct biological studies, as specified. The bill would also require the Department of Fish and Game to conduct annual audits to ensure that all endowment moneys are used for habitat management and preservation. The bill passed the Assembly Water, Parks & Wildlife Committee on Tuesday and the Assembly Local Government Committee on Wednesday.

Email Updates Available for All Member Agencies' Officials and Employees

Legislative Updates are emailed every Friday that the California Legislature is in session. Past and current updates are available in the Legislation & Action section of the CSGDA member's website. 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-CSGDA or by emailing gneill@csgda.net.

CSGDA...keeping special districts informed!
A proud member of the CSGDA Alliance.
California Special Districts Association
Special District Risk Management Authority
CSGDA Finance Corporation

1112 I Street, Suite 200, Sacramento, CA 95814
(877) 924-CSGDA toll-free; (916) 442-7889 fax
www.csgda.net

Elizabeth Minter

From: Geoffrey Neill [gneill@csgda.net]
Sent: Monday, April 24, 2006 12:42 PM
To: eminter@placentalibrary.org
Subject: CSGDA Legislative Update - April 21, 2006

It has come to our attention that not everyone received last Friday's Legislative Update. With apologies to those of you who are now receiving it for the second time, you will find the full update below. Past and present updates are also available in the members section of www.csgda.net, under 'Legislation & Action.' If you are unsure of your district's username or password, please contact the CSGDA office toll-free at 877/924-CSGDA (2732).

Senate Bill 1317 Passes Committee

On Wednesday, Senate Bill 1317 by Senator Torlakson passed the Senate Local Government Committee, as amended, on a 3-to-2 vote. Voting for the bill were Senators Kehoe, Machado and Torlakson. Voting against were Senators Cox and Ackerman.

SB 1317, as introduced, proposes to modify the current unitary property tax allocation to local governments with the intention of providing an "incentive" to cities and counties to site new specified energy facilities. The bill is sponsored by Southern California Edison and supported by other investor-owned utilities, the League of California Cities and the California Taxpayers Association. The California State Association of Counties did not take a position on the bill as of the hearing on Wednesday.

SB 1317, as amended on Wednesday, would allocate 90 percent of the portion of the unitary property tax to the city or county that sites new qualified energy facilities and provides a 10 percent allocation to the water district that provides direct services to the new facility. Counties and schools are held harmless and Senator Torlakson accepted an amendment Wednesday that would also hold non-enterprise special district, transit and hospital special districts harmless, or exempt, from the proposed shift of the unitary property tax. Cities that are not the siting city will lose their allocation of the unitary property tax, as would enterprise special districts, except the water district that serves the new energy facility.

The amendment that exempts non-enterprise special districts from the unitary property tax shift would require non-enterprise special districts that will continue to receive an allocation of the unitary property tax from new energy facilities to "spend the property tax (unitary) revenues in or near communities impacted by the qualified property (energy facility)." CSGDA raised concerns with this language and Senator Torlakson committed to work with CSGDA to better define the intent of this language. Senator Torlakson also indicated his willingness to continue working with CSGDA and other opponents relative to the unitary property tax shift from enterprise special districts, but believes the "policy" for the shift is sound.

SB 1317 does not alter the current unitary property tax allocation to special districts as the measure is prospective and permitted under Proposition 1A. Prop. 1A allows the reallocation of property tax revenues, including the unitary property tax, among local jurisdictions within a county, provided the proposed reallocation receives a two-thirds vote in each house of the Legislature. SB 1317 meets the Proposition 1A requirements. The bill now moves to the Senate Appropriations Committee and CSGDA remains opposed to the measure.

Eminent Domain Bill Advances

Also on Wednesday, the Senate Local Government Committee passed SB 1210 by Senator Torlakson, a measure that contains significant amendments to the current redevelopment and eminent domain laws.

SB 1210 was amended on April 6 to address many of the concerns CSGDA had with the measure, and while CSGDA remains opposed to the bill, the CSGDA Legislative Committee will review the new amendments and determine if a position change is warranted.

2006 Government Affairs Day

CSGDA members from throughout California met in Sacramento on April 18th for CSGDA's annual Government Affairs Day. Some 120 special district board members, managers and staff heard presentations by Capitol observers and legislative and administration officials including Capitol Weekly Editor Anthony York, CSGDA Legislative Advocate Ralph Heim, California Black Chamber of Commerce President Aubry Stone, Schwarzenegger administration representative Richard Costigan, Senate Local Government Committee Chair Christine Kehoe and Assemblymember Simon Salinas staffer Stacey Sullivan, and attended breakout sessions on infrastructure, GASB 43 and 45, and candidate forums. After lunch, special district representatives

headed over to the State Capitol to meet with their legislators.

Government Affairs Day serves as a wonderful opportunity for members to receive information from statewide elected officials and other experts, and to meet with their legislators about the most critical issues facing local government this year. Thank you to all our members who attended this year and we look forward to seeing all of you next year.

Email Updates Available for All Member Agencies' Officials and Employees

Legislative Updates are emailed every Friday that the California Legislature is in session. Past and current updates are available in the Legislation & Action section of the CSDA member's website. 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.

CSDA...keeping special districts informed!
A proud member of the CSDA Alliance.
California Special Districts Association
Special District Risk Management Authority
CSDA Finance Corporation

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

Elizabeth Minter

From: Geoffrey Neill [gneill@csda.net]
Sent: Friday, April 14, 2006 2:39 PM
To: eminter@placentiallibrary.org
Subject: CSDA Legislative Update - April 14,2006

Spring Break, Slow Week

When the California Legislature returns Monday from this week's Spring Break, the pace of committee hearings will increase dramatically, as bills with referral to fiscal committees must pass policy committees by April 28. Bills of interest to CSDA scheduled for hearing next week include:

Senate Bill 1317 (Torlakson) relating to reallocation of the unitary property tax among local governments. CSDA opposes SB 1317, which is sponsored by the large electric company Southern California Edison. The Senate Local Government Committee will hear the bill on Wednesday.

Senate Bill 1210 (Torlakson) and Senate Constitutional Amendment 20 (McClintock) relating to eminent domain. CSDA opposes both measures, in part on the grounds that they would dramatically increase costs for true "public use" projects that involve eminent domain. The Senate Judiciary Committee has scheduled the bills' hearings for Tuesday.

Districts Respond to Action Alert

Responding to a request for action, many districts sent letters to the California Senate opposing SB 1317, which would reallocate certain property taxes away from special districts. The committee analysis of the bill, which you can find by searching for the bill in the 'Legislation & Action' section of CSDA's members website, lists all of the districts whose letters or faxes the committee received. Thank you all for making your voices heard.

Email Updates Available for All Member Agencies' Officials and Employees

Legislative Updates are emailed every Friday that the California Legislature is in session. Past and current updates are available in the 'Legislation & Action' section of the CSDA member's website. 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.

CSDA...keeping special districts informed!
A proud member of the CSDA Alliance.
California Special Districts Association
Special District Risk Management Authority
CSDA Finance Corporation

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



Dear Library Director

April 15, 2006

This year CLA has joined with CALTAC (California Association of Library Trustees and Commissioners) in a lobbying effort for PLF (Public Library Foundation) which is an adjunct to the efforts of CLA's advocates, Mike and Christina Dillon. As you are undoubtedly aware, PLF has never been fully funded and has, in fact, been slashed 75% since 2000-2001.

PLF was established in 1983-1984 to augment public library funding with revenues from the state's budget. Allocation is based on the population in the library jurisdiction and there are no limitations on how the funds may be invested by the library. We're seeking your help to preserve and expand this valuable funding source.

Action steps:

1. Write a letter to all assembly members and senators who represent your library jurisdiction with copies to all Finance Committee members, the Governor's Office, the Dillons and CLA. This letter will help educate your legislators on how these critical funds are used, rather than just appearing as another multimillion dollar line item in the Governor's budget. The focus should be on how your PLF funds are currently being used and how they would be invested if full funding was received. A sample letter is attached to help you get started.

2. Agendize PLF for your next board meeting. This is to educate your trustees/commissioners on this important funding source. The end result should be for them to pass a resolution favoring full funding and empowering the board chair to write letters to the legislators and Finance Committee members.

3. Further, agendize PLF with your principal funding source (usually BOS or City Council) to educate them and have them pass a resolution favoring full funding. This may be accomplished on the consent calendar or as a short discussion item. If done as a short discussion item this could help educate the audience. The resolution would then be sent to the appropriate legislators.

4. Encourage trustees/commissioners to write letters to the editor and/or op. ed. pieces for your local newspapers. You may want to discuss at your Friends meetings and encourage them to participate in letter writing as well.

To have the most effect these letters should be written in April prior to the Governor's budget revisions in May. Working together across the state we can raise our voices and hopefully have a positive impact on PLF. Thank you for your participation.

Terri Maguire
CLA, Legislative Committee Chair
562-940-8418

Alan B. Smith
CALTAC, President
925-825-5575

LIBRARY LETTERHEAD

Date

Assembly/Senate member

Street address

City, state, zip

Dear Honorable Assemblymember/Senator

Thank you for your support last year of the Public Library Foundation (PLF). This library received \$XXX. This has enabled our library to (be specific, enter how the money was invested, e.g., purchased 565 additional books, etc.)

As you may be aware this program was established over 20 years ago to augment funding for public libraries so that they can strengthen services provided. This program has never been fully funded and between fiscal years 2001/02 and 2003/04 the program was slashed 70% which is probably one of the largest reductions of any state program. The current per capita spending of \$.39 is less than it was over 20 years ago.

With the state's improved financial status we encourage you to work towards full funding, which for our library would be approximately \$XXX. When this additional funding is received it would be invested (be specific, additional hours, programs, material budget, etc.). (Optional sentence...discuss increased usage, circulation, etc.)

Please remember Assemblyman/senator that libraries are an integral part of education, thus for the sake of education and our state's future, its time to put libraries first.

Thank you again for last year's support of PLF and I look forward to working with you and your staff to implement full funding this year. Please call me if you have any questions.


Sincerely,

Name

Title

Agenda Item 27

TO: Elizabeth Minter, Library Director

FROM: Jim Roberts, Public Services Manager/Literacy Coordinator 

DATE: May 9, 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.

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.
- ◆ The School District started a citizenship class on February 4 in the Meeting Room.



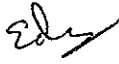
TO: Elizabeth Minter, Library Director
FROM: Jim Roberts, Public Services Manager/Literacy Coordinator 
DATE : May 09, 2006
SUBJECT: Poet Laureate.

Meredith Laskow, Poet Laureate of the Placentia Library District, met with the Program Committee two times in April.

She helped coordinate the poetry program on April 30 for National Poetry Month. Ten Library patrons attended the program.



PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director 
SUBJECT: Status Report – Audit Recommendations
DATE: May 9, 2006

Administrative Services Manager continues to compile content, structure format, and collaborate with appropriate agencies and the assistance of Moreland & Associates for the following reports:

Capital Assets Report
Long-Term Debt Report
Cash & Investments
General Ledger

Prepared by: Wendy Goodson

Prepared by: Wendy Goodson

Agenda Item 31

TO: Elizabeth Minter, Library Director
FROM: Jim Roberts, Public Services Manager/Literacy Coordinator *JR*
DATE: May 9, 2006
SUBJECT: Third Quarter FY 2005-06, LSTA 06 Grant.

BACKGROUND:

The State Library requires a quarterly report on LSTA 06 Grant. The Third Quarter Report for LSTA 06 Grant, Placentia Achieves School Success (P.A.S.S.) at H.I.S. House has been completed and submitted.

RECOMMENDATION:

That the Library Board of Trustees receive and file.



LSTA Outcomes Project Design and Report (Part 1)

Library/Jurisdiction: Placentia Library District

Project name: Placentia Achieves School Success at The Homeless Intervention Shelter House (P.A.S.S. at H.I.S. House)

Contact name: James A. Roberts, M.Ed. Phone #: (714) 524-8408 ext. 215 E-mail: jroberts@placentialibrary.org

Users: School-age residents of H.I.S. House who have limited access to the library, reference materials, and homework assistance. Grant Number: 40-6426 Fiscal Year: 05-06

Services/ Programs	Inputs	Outputs	Intermediate Outcome(s)	Indicator(s) of Intermediate Outcome(s)
<p>What will the library provide to the user in order to address the user need and move toward the library goal?</p> <p>A Placentia Library District satellite reference center will be established, in donated space, at the Homeless Intervention Shelter House (H.I.S. House shelter). The satellite center will provide reference books, computers, and homework-help tutors to facilitate homework completion by the school age residents of the shelter.</p>	<p>What resources will the library use to provide the services/ programs?</p> <ul style="list-style-type: none"> *An informal needs assessment will be completed by library staff. It will be based on conversations with and observations by the director of the shelter and H.I.S. House program staff. *Placentia/Yorba Linda Unified School District (PYLUSD) adopted textbooks and a collection of library selected reference books *Reference materials *Computers and software *Bookcases, filing cabinets, and computer furniture *Internet access subscription *Part time (20 hour) project coordinator *Ad hoc technical services *Volunteers/volunteer training *School supplies (notebooks, paper, writing implements, glue, crayons, markers, clip boards, etc. *Printer, paper, ink cartridges 	<p>How many of each service/ program will we provide? How many users will be served?</p> <ul style="list-style-type: none"> * 99 homework help sessions will be held at H.I.S. House Shelter * 30 children received homework help * 4 press releases distributed * 3 tutor training sessions held * 25 tutors trained * 1485 reference questions answered * Satellite library used frequently 	<p>What is the short-term benefit to the user as a result of the program/ service? What will the user do that is necessary if s/he is to achieve the long -term outcome?</p> <ul style="list-style-type: none"> * Students will feel more comfortable about attending school. * Students will be better equipped to work on, and complete, homework assignments. * Students will use the satellite library frequently. * Students will feel more confident about their homework. * Students will perform better in school. * The adult residents of the shelter will use the reference materials. 	<p>What does the user say or do that reveals the achievement of the intermediate outcome(s)? What can you measure that indicates the achievement? Include the quantity for the user's actions.</p> <ul style="list-style-type: none"> * 20% of students will have improved school engagement (attendance) during the project year. * 40% of students will have experienced increased motivation to do homework during the project year. * 50% of students will have developed a positive change in attitude towards the library during the project year. * 20% of students will have developed increased self-esteem fostered by caring tutors and improved school success during the project year. * 50% of the school-age residents of H.I.S. House will have obtained and used library materials at least once during the project year.

For Help completing this form click F1 while the cursor is in any field. Also, this form answers application question 15; it must accompany application and reports.

Agenda Item 31
Attachments
Table 1
Page 1 of 1

LSTA Outcomes Project Design and Report (Part 1)

Third quarter: Jan 1 thru March 30 (due Apr 30)	Is project on schedule? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Is project within budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Revised <input type="checkbox"/>
Services/ Programs	Inputs	Outputs	Intermediate Outcome(s)
<p>The satellite center opened at the end of January. School-age residents have used the reference center to do research for school assignments, and to read for enjoyment. The satellite reference center is the only place at H.I.S. House where school-age residents are able to work in a quiet environment.</p>	<p>*Educational games, worksheets and books have been provided for school-age residents to use. The games, worksheets and books reinforce skills that students are learning in school. * Software needed for students' school work was added to laptops. * 8 tutors trained.</p>	<p>*Satellite reference center has been used frequently by school-age residents. .</p>	<p>*Students are performing better in school. *Students grades have improved significantly. *Adult residents have used reference materials to assist their children with their homework.</p>
			<p>*80% of students have shown a positive change in attitude towards the library. *70% of students have shown a significant increase in self-esteem and confidence in their intellectual abilities. * Reading comprehension tests were administered to all students to assess their reading level.</p>

LSTA Outcomes Project Design and Report (Part 1)

Second quarter: Oct 1 thru Dec 30 (due Jan 31)		Is project on schedule? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Is project within budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Revised <input type="checkbox"/>	
Services/ Programs	Inputs	Outputs	Intermediate Outcome(s)	Indicator(s) of Intermediate Outcome(s)			
Homework assistance for school-age residents at H.I.S. House has continued. Federal Work-Study tutors, interns and high-school volunteers have been working with students on a weekly basis. School-age residents have used computers provided by the library to check homework assignments, do research and improve their reading, writing and mathematical skills. The satellite center is not available for occupancy, therefore no reference materials are provided at this time.	* Library staff (20 hours)/per week. *Needs of school-age residents are continually assessed through conversations with residents and director of H.I.S. House. *Computers and internet access are available to school-age residents for use during homework club meetings. *Educational games, worksheets and books have been provided for school-age residents to use. The games, worksheets and books reinforce skills that students are learning in school. * Software needed for students' school work was added to laptops. * 8 tutors trained.	*1 Halloween story time held for school-age residents and their families. *1 holiday reception held for school-age residents and their families. *30 homework help sessions held at H.I.S. House shelter. *21 children received homework help. * 2 tutor training session held. * 8 tutors trained. * 500 reference questions answered. *Satellite reference center is not ready for occupancy, therefore it has not been used.	* Students feel more comfortable about attending school. *Students look forward to turning in assignments and receiving their grades. *Students are better equipped to work on and complete homework assignments. *Student attend the homework sessions on a regular basis. *Students are performing better in school. *Students grades have improved significantly. *Adult residents have not yet used reference materials because the satellite reference center is not ready for use.	* A second survey has been given to each student to assess his/her attitude towards school, homework and enthusiasm for reading. * 30% of students have developed a positive change in attitude towards school and homework. * 30% of students have developed a positive change in attitude towards reading. *50% of students have shown a positive change in attitude towards the library. *10% of students have shown a significant increase in self-esteem and confidence in their intellectual abilities. * Reading comprehension tests were administered to all students to assess their reading level.			

First quarter: July 1 thru Sept 30 (due Oct 31)		Is project on schedule? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Is project within budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Revised <input type="checkbox"/>	
Services/ Programs	Inputs	Outputs	Intermediate Outcome(s)	Indicator(s) of Intermediate Outcome			
Homework assistance for school-age residents at H.I.S. House began in September. Federal Work-Study tutors and interns have been working with students on a weekly	* Library staff (20 hours)/ per week. * Needs assessment completed through conversations with	* A meeting was held to introduce program to H.I.S. House residents. *4 homework help sessions held at H.I.S. House shelter.	* Students have begun to feel more comfortable about attending school. *Students are better equipped to	* Surveys have been student to assess his/h towards school, home enthusiasm for reading			

For Help completing this form click F1 while the cursor is in any field. Also, this form answers application question 15; it must accompany application and report.

LSTA Outcomes Project Design and Report (Part 1)

Services/ Programs	Inputs	Is project on schedule? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Is project within budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Intermediate Outcome(s)	Indicator(s) of Intermediate Outcome(s)	Revised <input type="checkbox"/>
<p>First quarter: July 1 thru Sept 30 (due Oct 31)</p> <p>basis.</p> <p>School-age residents have used internet access to check homework assignments, do research and practice their reading and writing skills.</p> <p>The satellite reference center is not ready for occupancy, therefore no reference materials are provided at this time.</p>	<p>residents and director of H.I.S. House.</p> <p>* Computers and internet access are available to school-age residents for use during homework club meetings.</p> <p>* School supplies purchased for homework club use.</p> <p>* 6 volunteers trained.</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>work on and complete homework assignments.</p> <p>*Student attend the homework sessions o a regular basis.</p> <p>*Students are performing better in school.</p> <p>* Adult residents have not yet used reference materials because the satellite reference center is not ready for use.</p>	<p>*Reading comprehension tests were administered to all students to assess their reading level.</p>	<p><input type="checkbox"/></p>

LSTA Outcomes Project Design and Report (Part 2)

Design		Target for Success for Intermediate Outcome(s)	Long Range Outcome(s)	Indicator(s) of Long Range Outcome(s)	Data Collection Method and Schedule for Long Range Outcome(s)
<p>Data Collection Method and Schedule for Intermediate Outcome(s)</p> <p>How will you measure the indicators and how often?</p> <ul style="list-style-type: none"> * P.A.S.S. Attendance and satellite reference questions will be recorded for every session and tallied monthly. * Attitude surveys will be administered every 2 months or on the eve of "graduation" from the shelter. * Participants and their parents will be interviewed about academic achievement and school attendance every 2 months or on the eve of "graduation" from the shelter. 	<p>What is the numerical standard for your program? What percentage of participants must achieve the intermediate outcome(s) and long range outcome(s) for your program to be a success?</p>	<p>What is the long-range benefit to the user as a result of the program/ service? What change in his/her knowledge, skills, attitude, behavior or condition will show the impact of your program?</p> <ul style="list-style-type: none"> * School-age residents of the shelter will feel more confident and comfortable about doing homework. * School-age residents will feel that the satellite library is an important information resource. * School-age residents will report that the homework tutors helped them to improve their academic performance. 	<p>What does the user say or do that reveals the achievement of the long-range outcome(s)? What can you measure that indicates the achievement? Include a quantity for the users actions.</p> <ul style="list-style-type: none"> * School-age residents of the shelter will attend P.A.S.S. tutoring sessions regularly. * Increasing numbers of school-age shelter residents and their parents will state that the satellite reference/homework center serves as an important resource for their use. 	<p>How will you measure the indicators and how often?</p> <ul style="list-style-type: none"> * Attendance at P.A.S.S. at H.I.S. House will be recorded for each session and tallied monthly. * School-age residents and their parents will respond to bi-monthly surveys about the importance of the satellite reference/homework center. * Parents of school-age participants will report academic improvement based on report card grades and teacher conferences. 	
<p>Final: Apr 1 thru Jun 30 (due July 31) Is project on schedule? <input type="checkbox"/> Yes <input type="checkbox"/> No Is project within budget? <input type="checkbox"/> Yes <input type="checkbox"/> No Revised <input type="checkbox"/></p>					
<p>Data Collection Method and Schedule for Intermediate Outcome(s)</p>	<p>Target for Success for Intermediate Outcome(s)</p>	<p>Long Range Outcome(s)</p>	<p>Indicator(s) of Long Range Outcome(s)</p>	<p>Data Collection Method and Schedule for Long Range Outcome(s)</p>	
<p>Third quarter: Jan 1 thru March 30 (due Apr 30) Is project on schedule? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Is project within budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Revised <input type="checkbox"/></p>					
<p>Data Collection Method and Schedule for Intermediate Outcome(s)</p> <p>*18 school-age residents have attended at least one meeting.</p> <p>*86 hours of homework help has</p>	<p>Target for Success for Intermediate Outcome(s)</p>	<p>Long Range Outcome(s)</p> <p>* School-age residents have become acclimated to the P.A.S.S. program.</p>	<p>Indicator(s) of Long Range Outcome(s)</p> <p>School-age residents of the shelter attend P.A.S.S. tutoring sessions regularly.</p>	<p>Data Collection Method and Schedule for Long Range Outcome(s)</p> <p>* School-age resident attended the P.A.S.S. sessions at least once, 197 times.</p>	

For Help completing this form click F1 while the cursor is in any field. Also, this form answers application question 15; it must accompany application and rep

LSTA Outcomes Project Design and Report (Part 2)

Third quarter: Jan 1 thru March 30 (due Apr 30)		Is project on schedule? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Is project within budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Revised <input type="checkbox"/>	
Data Collection Method and Schedule for Intermediate Outcome(s)	Target for Success for Intermediate Outcome(s)	Long Range Outcome(s)	Indicator(s) of Long Range Outcome(s)	Data Collection Method and Schedule for Long Range Outcome(s)	Revised <input type="checkbox"/>		
<p>been given to students by tutors.</p> <p>* 600 reference questions have been answered.</p> <p>* Attitude surveys were administered to all school-age residents.</p> <p>* Participants and their parents have been interviewed about academic achievement and school attendance.</p>		<p>* School-age residents feel more confident and comfortable about doing homework.</p> <p>* School-age residents have expressed, to library staff, the importance of the program and the positive effect it has had on their school work.</p> <p>* School-age residents have reported that the homework tutors have helped them to improve their homework grades.</p>	<p>* School-age residents of the shelter have reported that the computer and internet access has served as an important resource for their use.</p>	<p>* Tutors have assisted school-age residents for a minimum of 1 1/2 hours per tutor, per week, for a total of 86 hours.</p> <p>* Parents of school-age participants have met with program coordinator to discuss their child's academic habits and grades.</p> <p>* Parents of school-age participants have reported improvements in some areas of their child's academic work and grades.</p>			
Second quarter: Oct 1 thru Dec 30 (due Jan 31)		Is project on schedule? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Is project within budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Revised <input type="checkbox"/>	
Data Collection Method and Schedule for Intermediate Outcome(s)	Target for Success for Intermediate Outcome(s)	Long Range Outcome(s)	Indicator(s) of Long Range Outcome(s)	Data Collection Method and Schedule for Long Range Outcome(s)	Revised <input type="checkbox"/>		
<p>* 13 school-age residents have attended at least one meeting.</p> <p>* 75 hours of homework help has been given to students by tutors.</p> <p>* 500 reference questions have been answered.</p> <p>* Attitude surveys were administered to all school-age residents.</p>		<p>* School-age residents have become acclimated to the P.A.S.S. program.</p> <p>* School-age residents feel more confident and comfortable about doing homework.</p> <p>* School-age residents have expressed, to library staff, the importance of the program and the positive effect it has had on their school work.</p>	<p>* School-age residents of the shelter attend P.A.S.S. tutoring sessions regularly.</p> <p>* School-age residents of the shelter have reported that the computer and internet access has served as an important resource for their use.</p>	<p>* School-age residents have attended the P.A.S.S. tutoring sessions at least once, for a total of 185 times.</p> <p>* Tutors have assisted school-age residents for a minimum of 1 1/2 hours per tutor, per week, for a total of 86 hours.</p> <p>* Parents of school-age participants have met with program coordinator to discuss their child's academic habits and grades.</p>			

For Help completing this form click F1 while the cursor is in any field. Also, this form answers application question 15; it must accompany application and report.

LSTA Outcomes Project Design and Report (Part 2)

Second quarter: Oct 1 thru Dec 30 (due Jan 31)		Is project on schedule? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Is project within budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Revised <input type="checkbox"/>	
Data Collection Method and Schedule for Intermediate Outcome(s)	Target for Success for Intermediate Outcome(s)	Long Range Outcome(s)	Indicator(s) of Long Range Outcome(s)	Data Collection Method and Schedule for Long Range Outcome(s)			
<p>* Participants and their parents have been interviewed about academic achievement and school attendance.</p>		<p>* School-age residents have reported that the homework tutors have helped them to improve their homework grades.</p>		<p>academic habits and grades. * Parents of school-age participants have reported improvements in some areas of their child's academic work and grades.</p>			
First quarter: July 1 thru Sept 30 (due Oct 31)		Is project on schedule? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Is project within budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Revised <input type="checkbox"/>	
Data Collection Method and Schedule for Intermediate Outcome(s)	Target for Success for Intermediate Outcome(s)	Long Range Outcome(s)	Indicator(s) of Long Range Outcome(s)	Data Collection Method and Schedule for Long Range Outcome(s)			
<p>* 10 school-age residents have attended at least one meeting. * 10 hours of homework help has been given to students by tutors. * 52 reference questions have been answered. * Attitude surveys were administered to all school-age residents. * Participants and their parents have been interviewed about academic achievement and school attendance.</p>		<p>* School-age residents have become acclimated to the P.A.S.S. program. * School-age residents feel more confident and comfortable about doing homework. * School-age residents have reported that the homework tutors have helped them to improve their homework grades.</p>	<p>* School-age residents of the shelter attend P.A.S.S. tutoring sessions regularly. * School-age residents of the shelter have reported that the computer and internet access has served as an important resource for their use.</p>	<p>* School-age residents have attended the P.A.S.S. tutoring sessions at least once, for a total of 27 times. *Tutors have assisted school-age residents for a minimum of 1 1/2 hours per tutor, per week, for a total of 10 1/2 hours. *Parents of school-age participants have met with program coordinator to discuss their child's academic habits and grades.</p>			

For Help completing this form click F1 while the cursor is in any field. Also, this form answers application question 15; it must accompany application and re

LSTA Outcomes Project Design and Report

Certification

Grant number: 40-6426 Report: Third quarter - Jan 1 thru March 30
Project name: Placentia Achieves School Success at Homeless Intervention Shelter (P.A.S.S. at H.I.S. House)

Library/Jurisdiction: Placentia Library District

Address: 411 E. Chapman Avenue

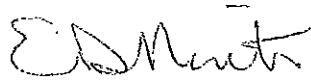
City: Placentia, CA Zip code: -928706198

Director name: Elizabeth D. Minter, MLS

Phone number: (714) 528-1925 ext. 203

Fax number: (714) 528-8236 ext.

E-mail: eminter@placentialibrary.org

Authorized signature:  Date: 4/20/2006
(Please Sign With Blue Ink)

Send ORIGINAL and three copies to:

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

LSTA Quarterly Narrative Report Form
OUTCOMES MEASUREMENT PROJECTS – 2005/06

Is State Library Assistance needed? Yes No If yes, give details under question #8.

Instructions: By the deadline dates shown below:

Step 1: Complete LSTA Outcomes Project Design and Report Form (Parts 1 & 2) for the quarter and e-mail it to lsta@library.ca.gov.

Step 2: Complete this Narrative Form and e-mail it to lsta@library.ca.gov.

Step 3: Complete Quarterly Fiscal Report Form (LSTA 8) and mail to the address given below:

Step 4: Mail three (3) print copies of each form named in Steps 1 to 3 above. One of each of these print copies must have an original signature (preferably in blue ink). Mail completed forms to:

California State Library
Budget Office - LSTA
PO Box 942837
Sacramento, CA 94237-0001

This report covers: (please check one)

July 1, 2005 - September 30, 2005 (Due October 31, 2005)

October 1, 2005 - December 31, 2005 (Due January 31, 2006)

January 1, 2006 – March 31, 2006 (Due April 30, 2006)

NOTE: April 1, 2006 – June 30, 2006 (Due July 31, 2006) report will be a different narrative form.

Grantee: Placentia Library District

Grant Award #: 40-6426

1. Grantee: Placentia Library District

2. Project: Placentia Achieves School Success at The Homeless Intervention Shelter House (P.A.S.S. at H.I.S. House)

Grantee: Placentia Library District

Grant Award #: 40-6426

3. Insert the timeline from your application here. Is the project on schedule? If not, please explain in the appropriate space below and describe what corrective actions are being taken.

1st report:

The project is on schedule except for the satellite reference center. The satellite reference center will be ready for use in January 2006. In the meantime reference materials are being made available to school-age residents during the P.A.S.S. homework sessions.

July Order computers and other equipment
 Recruit librarian
 Write volunteer job descriptions
 Evaluation action plan and timetable completed
 Evaluation instruments (surveys) designed
 Order books and library materials

August

 Recruit Staff
 Select and train volunteers
 Press release sent to local newspaper
 Flyers posted at the shelter
 Prepare and administer pre-test surveys at the shelter
 Purchase school and printer supplies
 Set- up satellite reference center in the shelter

September

 Prepare schedule for volunteers and staff
 Open the satellite homework/reference center to residents of the shelter
 Prepare and distribute grade appropriate school supplies
 Start after- school tutoring

October

 Write and submit first quarterly reports
 Continue all public services
 Administer first interim post survey

November

 Start to seek funding sources for second year of program
 Give presentations to program partners and other local groups
 Continue all public services

December

 Obtain RFPs for foundation funding
 Begin writing applications for continuation funding
 Continue all public services
 Administer second interim post survey

Grantee: Placentia Library District Grant Award #: 40-6426

January

Write and submit second quarterly reports
Submit applications for continuation funding
Continue all public services

February

Give another presentation to program partners and other local groups
Continue to seek funding for a second year of the program
Continue all public services
Administer third interim post survey

March

Continue all public services

April

Write and submit third quarterly reports
Continue all public services

May

Continue all public services
Administer post survey

June

Continue all public services
Write program evaluation
Write and submit final reports to State Library
Meet with program partners to discuss the future of the satellite center

2nd report:

The project is on schedule except for the satellite reference center. The satellite reference center will be ready for use in January 2006. In the meantime reference materials are being made available to school-age residents during the P.A.S.S. homework sessions.

We have begun to apply for grants that can fund the program next year. We received a Pacificare Foundation Grant last year and intend to apply again this year. In addition, we have applied for a Boeing grant and we have submitted a letter of intent for a LSTA grant. We have a grant writer and we expect to submit more applications before the end of our fiscal year (June 30, 2006).

3rd report:

The project is on schedule. The satellite reference center has been opened for use by residents of H.I.S. House. The reference center contains hundreds of books that the students have been using to assist them with their homework. In addition, there are many fiction books that the children have been reading for enjoyment. H.I.S. House has purchased several educational puzzles, board games and posters that the children use frequently. Most importantly, the satellite reference center has provided a place for the school-age residents of H.I.S. House to study and complete homework assignments without distraction.

Grantee: Placentia Library District Grant Award #: 40-6426

We have continued to contact local agencies and organizations in order to apply for funding for next year.

4. Is the project within budget as described in the application and award letter? If not, have any budget modifications been made? Please explain.

1st report:

The project is within budget as described in the application and award letter. No budget modifications have been made.

2nd report:

The project is within budget as described in the application and award letter. No budget modifications have been made.

3rd report:

The project is within budget as described in the application and award letter. No budget modifications have been made.

5. So far, do the outcomes selected for your project still seem appropriate for your users? If not, please explain.

1st report:

The outcomes selected for the P.A.S.S. project still seem appropriate for users.

2nd report:

The outcomes selected for the P.A.S.S. project still seem appropriate for users.

3rd report:

The outcomes selected for the P.A.S.S. project still seem appropriate for users.

6. So far, do the outcomes selected for your project still seem achievable by the library? If not, please explain.

1st report:

The outcomes selected for our project still seem achievable by the library.

Grantee: Placentia Library District

Grant Award #: 40-6426

2nd report:

The outcomes selected for our project still seem achievable by the library.

3rd report:

The outcomes selected for our project still seem achievable by the library.

7. Note any constraints or foreseeable problems that may affect the success of the project. How can such problems be overcome?

1st report:

The satellite reference center is not ready to be used by residents. This is due to a fire that occurred in August 2005. H.I.S. House is working with their insurance company and contractors to come up with a timeline for clean-up and remodeling of the donated space. The satellite reference center should be ready for use by January 2006. In the meantime, a locked cabinet is being used to store some of the reference materials and computers at H.I.S. House. These items are made available to school-age residents during the P.A.S.S. meetings.

2nd report:

There are no new constraints or foreseeable problems that will effect the success of the project. The satellite reference center is almost ready to be used by residents. It should be completed by the end of January 2006.

3rd report:

There are no new constraints or foreseeable problems that will effect the success of the project. On the other hand, the program has become extremely popular with residents and their children. We are receiving volunteer support from all H.I.S. House staff and area organizations.

8. What assistance, if any, can the State Library give you at this point?

1st report:

No assistance is needed at this time.

2nd report:

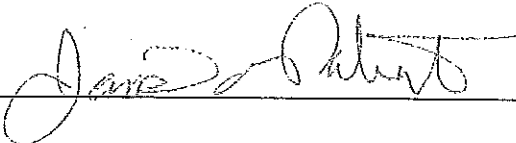
No assistance is needed at this time.

3rd report:

No assistance is needed at this time.

Grantee: Placentia Library District Grant Award #: 40-6426

9. Attach any samples of publicity or other materials you want to share.

10. Signature of person completing report: 

Title: Literacy Coordinator

Telephone: (714) 524-8408 ext. 215 Email: jroberts@placentialibrary.org

Signature of Library Director: _____

State Library Consultant Action Taken:

1st report:

2nd report:

3rd report:

doc.#8818

Quarterly Financial Report

Quarter	
1 st Jul, Aug, Sep	<input checked="" type="checkbox"/>
2 nd Oct, Nov, Dec	<input checked="" type="checkbox"/>
3 rd Jan, Feb, Mar	<input checked="" type="checkbox"/>
4 th Apr, May, Jun	<input type="checkbox"/>
Liquidation	<input type="checkbox"/>

Grant Award I.D.: _____
 Fiscal Year: 2005-2006

Project title: Placentia Achieves School Success at The Homeless Intervention Shelter (P.A.S.S.at H.I.S. HOUSE)

Grantee: Placentia Library District

Telephone: (714) 524-8408 ext 215 E-mail: jroberts@placentialibrary.org

Completed by: James A. Roberts, M.Ed. Title: Literacy Coordinator

Signature: _____ Date: April 25, 2006

Send ORIGINAL (please sign in blue ink) and three copies to:
 California State Library
 Budget Office – LSTA
 P.O. Box 942837
 Sacramento, CA 94237-0001

	Current Approved Budget (1)	1 st Quarter (2)	2 nd Quarter (3)	3 rd Quarter (4)	4 th Quarter (5)	Total Expended/ Encumbered (6)	Outstanding Encumbrances at Close of 4 th Qtr. (7)	Liquidation of Outstanding Project End Encumbrances (8)	Unexpended/ Unencumbered Balance (9)
a.	\$24,927	\$6,231	\$6,231	\$6,231	\$0	\$18,693	\$0	\$0	\$6,234
b.	\$8,500	\$1,418	\$1,418	\$4,500	\$0	\$7,336	\$0	\$0	\$1,164
c.	\$14,757	\$6,500	\$2,500	\$3,500	\$0	\$12,500	\$0	\$0	\$2,257
d.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
e.	\$450	\$112	\$112	\$112	\$0	\$336	\$0	\$0	\$114
f.	\$48,634	\$14,261	\$10,261	\$14,343	\$0	\$38,865	\$0	\$0	\$9,769

a. Salaries and Benefits
 b. Materials
 c. Operating Expenses
 d. Equipment
 e. Indirect Costs
 f. Total

NOTE: Failure to submit these reports within the timelines of the grant program could jeopardize receipt of final 10% grant payment. Any budget adjustments or modifications must be shown on LSTA 8 page 2. If there are no changes to the current budget, page 2 need not be returned.

Agenda Item 32

TO: Elizabeth Minter, Library Director

FROM: Jim Roberts, Public Services Manager/Literacy Coordinator 

DATE: May 9, 2006

SUBJECT: Application for LSTA Grant FY 2006-07.

BACKGROUND:

The Placentia Library Literacy Services completed and submitted Library Science and Technology Grant FY 2006-07 Application in April. The Grant requested funding to continue the homework club at Topaz Elementary School and to begin new homework clubs at Ruby Drive and Tynes Elementary Schools for their graduates attending Kraemer Middle School.

RECOMMENDATION:

That the Library Board of Trustees receive and file.

