

## AGENDA





### REGULAR MEETING

#### PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

**UNUSUAL DATE**  
Tuesday, February 22, 2005  
6:30 P.M.  
Library Conference Room

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

To accomplish this goal the Library:

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-  Collects, preserves and maintains a collection of published and unpublished material about the City of Placentia and contiguous communities, about current and prior residents of Placentia, and published materials by authors who reside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

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

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

1. Roll Call

Administrative Assistant

2. Adoption of Agenda

*One Bill / Bill*

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

Presentation: Library Director  
Recommendation: Adopt by Motion

3. Minutes of the January 17, 2005 Regular Meeting.

*Betty / Richard*

Presentation: Library Director  
Recommendation: Approve by Motion

4. Oral Communications

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

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

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

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

REPORTS

5. Board President Report

Special by Dist. Meet. - *not a Dist. going on - Roseira - next meet.*  
The President makes announcements of general interest to the community and the Library Board of Trustees as well as conducting any ceremonial matters.

6. Trustee Reports

*Gale - north side Betty > operate how well Training: Pauline Tracy.*  
The Trustees make announcements of general interest to the community and the Library Board of Trustees, and report on meetings attended on behalf of the Board of Trustees.

7. Friends of Placentia Library Board of Directors Report (Friends Representative)

*high level representative. Pat West - Always in the exhibit - Friends in the way exhibit lecture. Friends League is featured*

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

*Foundation Development Committee - Russ Rice*

9. Special District Risk Management Authority Board of Directors Report (Saundra Stark)

*Miss Placentia Executive Search Mark Snyder  
Reader Sign 5.  
ated on the new Placentia Committee*

*Friends - \$20,000*

*Circle of staff at - discussed - unfriended business.*

February 17, 2005, 1:54 PM

*Norma Tubben Flinn - last Tuesday in Ariz*

*Deadly Games*

*April 11 - Annual Meet! Volunteer Recognition!*

CLAIMS (Items 10 – 13)

*Gene / Richard*

Presentation: Library Director  
Recommendation: Approve by Motion

*Items 10 – 13 may be considered together as one motion to "Approve the Claims, and Receive & File the General Fund Cash Flow Report." Items may be removed for individual consideration before the Claims are adopted. Items removed must then each have a separate motion.*

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

No Nonstandard Claims were processed during this report period.

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

Claims 4702, 4703, 4704, 4705, 4706, 4707, 4708, 4709 and 4710 forwarded by Library Director for a total of \$56,366.30.

12. Current Claims and Payroll. (Approve)

Current Claims 4711, 4712, 4713, 4714 and 4715 for a subtotal for Current Claims of \$28,544.04; Payrolls #18 (03/02/05) for \$39,286.93 and #19 (13/16/05) for \$37,027.23 for a subtotal for Payrolls of \$76,314.16; for a total of Current Claims and Payroll of \$104,858.20.

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

FINANCIAL REPORTS (Items 14 - 18)

*Richard - Kelly*

Presentation: Library Director  
Recommendation: Approve by Motion

*Items 14 – 18 may be considered together as one motion to approve the Financial Report. Items may be removed for individual consideration before the Financial Report is adopted. Items removed must then each have a separate motion.*

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

**GENERAL CONSENT CALENDAR (Items 19 – 28)**

Presentation: Library Director  
Recommendation: Approve by Motion

*Items 19 – 28 may be considered together as one motion to approve the General Consent Calendar. Items may be removed for individual consideration before the General Consent Calendar is adopted. Items removed must then each have a separate motion.*

- Greg/BK*
19. Building Maintenance Report for January 2005. (Receive & File)
  20. Personnel Report for January 2005. (Receive, File, and Ratify Appointments)
  21. Volunteer Report for January 2005. (Receive & File)
  22. Circulation Report for January 2005. (Receive & File)
  23. Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority. (Receive & File)
  24. Legislative Alerts from the California Special Districts Association and the California Library Association. (Receive & File)
  25. Status Report on Partnerships with Community Organizations. (Receive & File)
  26. Status Report on Active Grant Applications. (Receive & File)
  27. Poet Laureate Report. (Receive & File)
  28. Agenda for Orange County Council of Governments Board of Directors Meeting for January 27, 2005 (attachments are available during regular administrative office hours in the District Office). (Receive & File)
  - 28a. Statement of Facts Roster of Public Agencies Filing as submitted to California Secretary of State, January 17, 2005. (Receive & File).

**CONTINUING BUSINESS**

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

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

30. Final Adoption of Placentia Library District Policy 2125, Notary Public Services. A policy to establish the staff training and procedures for California Notary Public activities.

Presentation: Library Director  
Recommendation: Adopt Placentia Library District Policy 2125, Notary Public Services.

# Placentia Library Board Calendar

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## February

- 7 7:00 PM Friends Board Meeting, Turner
- 10 5:30 PM Chamber Mixer  
5:30 PM Chamber of Commerce Mixer at Atria De Palma, 351 E. Palm Drive
- 18 8:30 AM CSDA New Board Member Workshop, Santa Ana, Trustee Turner
- 20 Library Closed/Not Staff Holiday
- 21 Library Closed/Staff Holiday
- 22 6:30 PM Library Board Meeting
- 24 9:00 AM Orange County Council of Governments, OC Sanitation District  
7:15 AM Placentia Chamber of Commerce Breakfast

## March

- 5 9:30 AM Friends of Placentia Library Author's Luncheon featuring Thom Racina, ALL TRUSTEES
- 7 7:00 PM Friends Board Meeting, Escobosa substituting for Shkoler
- 10 5:30 PM Chamber Mixer at Nohl Ranch Inn
- 19 9:00 AM CALTAC Leadership Workshop for Trustees, Rosewood Community Center, 5600 Harbor St., Com merce
- 21 6:30 PM Library Board Meeting
- 24 9:00 AM Orange County Council of Governments, OC Sanitation District  
7:15 AM Placentia Chamber of Commerce Breakfast
- 27 Library Closed/Not Staff Holiday
- 31 11:30 AM ISDOC Quarterly Meeting, Orange County Water District

## April

- 4 7:00 PM Friends Board Meeting, Shkoler substituting for Escobosa
- 10 National Library Week, through April 16
- 11 6:30 PM Friends Annual Meeting featuring Denise Hamilton, City Council Chambers, ALL TRUSTEES
- 14 5:30 PM Chamber Mixer  
7:00 PM Foundation Board Meeting
- 18 6:30 PM Library Board Meeting
- 28 9:00 AM Orange County Council of Governments, OC Sanitation District

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## April

28 7:15 AM Placentia Chamber of Commerce Breakfast

## May

2 7:00 PM Friends Board Meeting, DeVecchio

12 5:30 PM Chamber Mixer

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

29 Library Closed for Monday Holiday/Not Staff Holiday

30 Library Closed for Memorial Day/Staff Holiday

## June

6 7:00 PM Friends Board Meeting, Wood

9 5:30 PM Chamber Mixer

20 6:30 PM Library Board Meeting

23 ALA Annual Conference, Chicago, through June 29

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

7:15 AM Placentia Chamber of Commerce Breakfast

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

## July

4 Library Closed for Independence Day/Staff Holiday

14 7:00 PM Foundation Board Meeting

18 6:30 PM Library Board Meeting

28 9:00 AM Orange County Council of Governments, OC Sanitation District

7:15 AM Placentia Chamber of Commerce Breakfast

## August

15 6:30 PM Library Board Meeting

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

## September

4 Library Closed for Monday Holiday/Not Staff Holiday

5 Library Closed for Labor Day/Staff Holiday

8 5:30 PM Chamber Mixer

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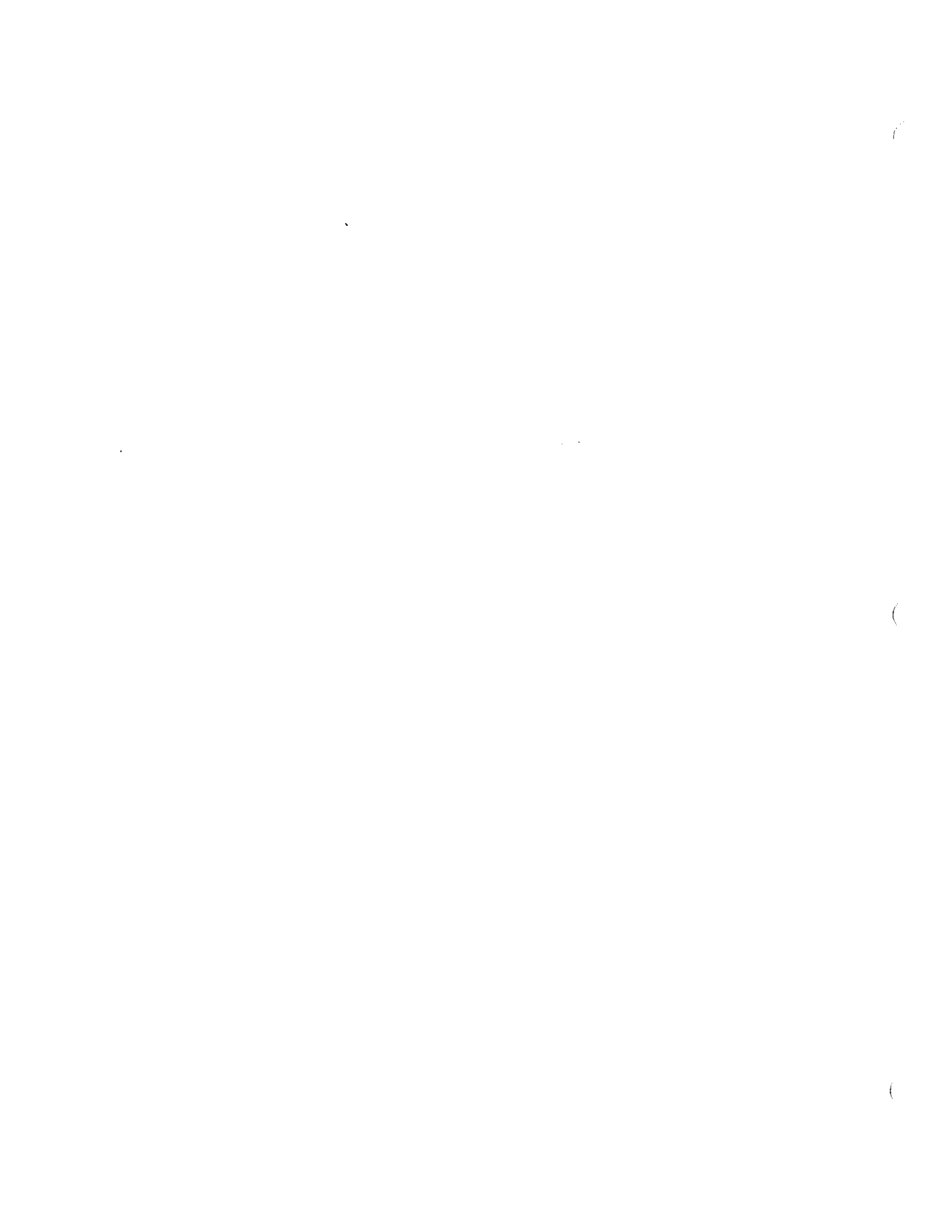
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## September

- 12 7:00 PM Friends Board Meeting, Turner
- 19 6:30 PM Library Board Meeting
- 22 9:00 AM Orange County Council of Governments, OC Sanitation District
- 7:15 AM Placentia Chamber of Commerce Breakfast
- 29 11:30 AM ISDOC Quarterly Meeting, Orange County Water District

## October

- 3 7:00 PM Friends Board Meeting, Shkoler
- 8 8:30 AM Heritage Parade, line-up at 8:30, Parade begins at 9:30
- 13 5:30 PM Chamber Mixer
- 7:00 PM Foundation Board Meeting
- 17 6:30 PM Library Board Meeting

- 27 9:00 AM Orange County Council of Governments, OC Sanitation District
- 7:15 AM Placentia Chamber of Commerce Breakfast

## November

- 7 7:00 PM Friends Board Meeting, Escobosa
- 10 5:30 PM Chamber Mixer
- 11 Library Closed for Veterans Day/Staff Holiday
- 21 6:30 PM Library Board Meeting
- 24 Library Closed for Thanksgiving/Staff Holiday

## December

- 2 7:15 AM Chamber of Commerce Citizen of the Year Breakfast
- 5 7:00 PM Friends Board Meeting, DeVecchio
- 19 6:30 PM Library Board Meeting
- 22 9:00 AM Orange County Council of Governments, OC Sanitation District
- 29 11:30 AM ISDOC Quarterly Meeting, Orange County Water District

## January

- 2 7:00 PM Friends Board Meeting, Wood
- 12 5:30 PM Chamber Mixer
- 7:00 PM Foundation Board Meeting
- 16 6:30 PM Library Board Meeting
- 20 ALA Midwinter Meeting, San Antonio, through Jan 25

Aug 2005

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# Placentia Library Board Calendar

February 2005 - January 2006

## January

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**MINUTES  
PLACENTIA LIBRARY DISTRICT  
REGULAR MEETING OF THE BOARD OF TRUSTEES  
January 17, 2005**

**CALL TO ORDER**

President Shkoler called the Regular Meeting of the Placentia Library District Board of Trustees to order on January 17, 2005, 2005 at 6:30 P.M.

**ROLL CALL**

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

**Members Absent:** None

**Others Present:** Public Services Manager/Literacy Coordinator Jim Roberts, Technical Services Manager Julie Shook, Administrative Assistant Wendy Goodson, Eleanore Rankin, Friends of Placentia Library, Jean Lasley President, Placentia Library Foundation.

**ADOPTION OF  
AGENDA**

It was moved by Trustee Escobosa and seconded by Trustee Turner to adopt the Agenda as amended.

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

**MINUTES**

It was moved by Secretary Wood and seconded by Trustee Escobosa to approve the Minutes of the December 20, 2004 Regular Meeting as amended.

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

**ORAL  
COMMUNICATIONS**

No members of the public requested to address the Board.

**TRUSTEE REPORTS**

President Shkoler introduced Sandra Stark, Special District Risk Management Authority (SDRMA) Representative for the Placentia Library District. Ms. Stark gave a brief overview of the benefits of having SDRMA to reduce District liability.

President Shkoler presented Jean Lasley, President of the Placentia Library Foundation. Jean Lasley gave an overview of the Foundation's financial status and marketing materials. She also requested that the Library Board of Trustees increase their support of the Foundation.

Trustee Devecchio, Foundation Board of Director and representative of the Library Board of Trustees at the quarterly Foundation meetings, informed the Library Board that there are vacancies on the numerous Foundation committees and encouraged the Library Board to participate.

**FRIENDS**

Eleanore Rankin, President of the Friends of Placentia Library addressed the Board. She informed the Board that the Friends membership drive is winding down. The Friends have 365 members compared to last year's 410 members. She also encouraged all to attend the Friends Annual Meeting on April 11, 2005.

**CLAIMS**

It was moved by Trustee DeVecchio and seconded by Secretary Wood to approve Agenda Items 9 through 12.

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

Claims 4692,4693,4694,4695,4696,4697, and 4698 forwarded by Library Director for a total of \$36,568.70.

Current Claims 4699,4700 and 4701 for a total of Current Claims of \$39,482.69; Payrolls #16 (2/2/05) for \$34,840.84 and #17 (2/16/05) for \$33,247.27 for a subtotal for Payroll of \$68,088.11; for a total of Current Claims and Payroll of \$107,570.80.

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

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

**FINANCIAL REPORTS**

It was moved by Secretary Wood, and seconded by Trustee DeVecchio to receive and file Agenda Items 13 through 17.

Financial Reports for December 2004

Office General Ledger & Check Registers for December 2004

Acquisitions Report for December 2004

Collection Agency Report for December 2004

Gifts Report for December 2004

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

**GENERAL CONSENT CALENDAR**

It was moved by Trustee Escobosa and seconded by Trustee Turner to receive and file Agenda Items 18-26.

Building Maintenance Report for December 2004

Personnel Report for December 2004

Volunteer Report for December 2004

Circulation Report for December 2004

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

Legislative Alerts from the California Special Districts Association

Status Report on Partnerships with Community Organizations

Status Report on Active Grant Applications

Poet Laureate Report

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

**LEGISLATIVE  
ISSUES**

Library Director reported that the Independent Special District Meeting of December 15, 2004 gave updates on Proposition 1A.

**PUBLIC HEARING  
FINES & FEES  
POLICY –  
RESOLUTION 04-11**

It was moved by Secretary Wood and seconded by Trustee Escobosa to read Resolution 04-11 by title only.

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

It was moved by Trustee Turner and seconded by Secretary Wood to adopt Resolution 04-11.

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

**NOTARY PUBLIC  
SERVICES**

It was moved by Secretary Wood and seconded by Trustee Turner to adopt Placentia Library District Policy 2125, Notary Public Services, as a first reading and refer Policy 2125, Notary Public Services to staff for review.

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

**REVISIONS TO  
LIBRARY AIDE,  
CLERK I, CLERK II  
AND LIBRARY  
ASSISTANT  
POSITIONS**

It was moved by trustee Turner and seconded by Trustee DeVecchio to adopt revisions to Placentia Library District Policies 2319, Job Description – Library Assistant; 2321, Job Description – Library Clerk II; 2323, Job Description – Library Clerk; and 2325, Job Description – Library Aide; as a first reading and refer all aforementioned policies to staff for review.

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

**AMENDED SAFETY  
COMMITTEE  
INCENTIVE  
PROGRAM**

It was moved by Secretary Wood and seconded by Trustee Turner to approve Amended Safety Committee Incentive Program to increase the maximum annual allowance per staff member from \$18.00 to \$33.00.

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

**ANNUAL REPORT  
FOR PLACENTIA  
LIBRARY  
FOUNDATION**

The Library Board decided that a time needed to be set for Strategic Planning with the Placentia Library Foundation.

**DEFERRED  
COMPENSATION  
SERVICES**

It was moved by Secretary Wood, seconded by Trustee Turner to approve the addition of Tax Deferred Services, Inc to Placentia Library District's list of 457 Plan Providers and authorize the Library Director sign the Employer Agreement.

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

**RESOLUTION 04-12  
SDRMA  
"DESIGNATED  
PERSON"**

It was moved by Trustee Turner and seconded by Trustee Escobosa to specify Elizabeth D. Minter as the "Designated Person", read Resolution 04-12 and adopt Resolution 04-12 as amended.

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

**GRANT WRITING  
CONTRACT**

It was moved by Trustee Escobosa and seconded by Secretary Wood to approve a six-month extension at \$1,000 per month for Machoskie & Associates, Inc. to write grants for Placentia Library Literacy Services and other Library programs through July 2005.



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

**TRAVEL  
AUTHORIZATIONS**

It was moved by Trustee Devecchio and seconded by Secretary Wood to authorize Trustee Turners attendance to the "New Board Member Training" Workshop in Santa Ana on February 18, 2005 at a cost of \$185 plus mileage and parking.

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

It was moved by Trustee Turner and seconded Trustee Devecchio to determine who will attend the CALTAC Workshop in Library Leadership in Commerce on March 19, 2005 and authorize staff to submit the registrations for Trustees and invited guests.

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

**CERTIFICATES OF  
DEPOSIT**

It was moved by Trustee DeVecchio and seconded by Trustee Escobosa to select California National Bank for the two (2) Certificates of Deposit on account for emergency payroll.

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

**STAFF REPORTS**

Library Director's Report

Program Committee Report for December 2004.

Children's Services Report for December 2004.

Placentia Library Literacy Services Report for December 2004.

Reference and Adult Services Report for December 2004

History Room Report for December 2004

Placentia Library Web Site Report for December 2004.

Technology Report for December 2004.

Publicity Materials produced for December 2004.

Safety Committee Minutes for December 2004.

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

**CLOSED SESSION  
AGENDA**

Closed session at 8:33p.m. to discuss a Personnel Matter.

**PREPARATION**

Agenda Preparation for the February Regular Meeting will be held on Tuesday, February 22, 2005 at 6:30 P.M.

**ADJOURNMENT**

The Regular Meeting of the Board of Trustees of the Placentia Library District for December 20, 2004 adjourned at 8:45 P.M.

**FEBRUARY  
MEETING**

The February Regular Library Board Meeting will be held on Tuesday, February 22, 2005 at 6:30 P.M. in the Library Conference Room.

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Gaeten Wood  
Secretary  
Library Board of Trustees

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Al Shkoler  
President  
Library Board of Trustees



FRIENDS OF PLACENTIA LIBRARY  
Board of Directors Meeting  
February 7, 2005

President, Eleanor Rankin called the meeting to order at 7 PM. The following Directors were present Eleanor Rankin, Nadine Blansett, Barbara Hemmerling, Virginia Walker, Frances Stoller, Renee Scott, Brenda Benner, Pat Irot, Camille Himes and Ginny Sanatar. Jean Turner was the representative from the Trustees. Nobu Nakamura, a bookstore volunteer, was a guest. Elizabeth Minter, Jim Roberts and Laranne Millonzi represented the staff.

**Secretary:** Barbara Hemmerling, read the minutes of the January 3, 2005 board meeting. They were approved as read. **Treasurer:** Camille Himes reported a balance of \$19,041.73. Camille made a motion to authorize the payment of \$74 to Laranne Millonzi for the purchase of stamps as needed. Ginny Sanatar seconded the motion. The motion carried. **Financial Secretary:** Ginny Sanatar reported the deposit of \$2,315.75 for the month of January. The treasury of the Friends has been a holding place for a \$3500 grant awarded to the History Room. Pat Irot made a motion that the remaining funds, \$1770.48, be transferred to the Foundation. They have established a History Room account. Nadine Blansett seconded this motion. The motion was approved.

**New Business:** 1) Volunteer appreciation coffee to be held Tuesday, February 15 fro 9-11 A M.. Pat Irot made a motion to allow up to \$100 for this event. Frances Stoller seconded the motion. The motion carried. 2) Jerry Tollefson has agreed to audit our financial records. 3) A suggestion was made to change the date of our annual meeting to more closely coincide with our calendar year. The consensus of the group was to continue to have our annual meeting in conjunction with National Library Week.

**President' Report:** .1) Trustee's meeting: Eleanor Rankin attended the January meeting. She told of our activities. Pat Irot will attend the Februay 22 Trustee meeting. 2) The foundation is considering an increase in their number. They are spearheading a drive to purchase new chairs for the Children's Department. 3) Author's luncheon: March 5. Ticket sales are not as lively as last year. Brenda and Camille have arranged the menu. Camille Himes, Ginny Sanatar and Pat Irot agreed to sell books at this event. 4) Annual meeting- April 11: Denise Hamilton is in contact with Eleanor. Brenda Benner, Camille Himes, Barbara Hemmerling and Nadine Blansett agreed to sell books that evening. Ginny Sanatar is chairman of the reception following the Annual Meeting. She will make a report in March. The Theme is "Volunteers-Stars of our Library." 5) Placentia Linda Hospital will be having a speaker on Pain Management on August 2. This will be followed by a light lunch. The Friends have been asked to provide a complimentary speaker/program to complete this presentation. Several ideas were presented.

The consensus agreed that we could provide up to \$100 if needed for our part of the program. More research will be given to this in the next months. 6) The Emerald Isle/Friends project is chaired by Pat Irot and Eleanor Rankin. Elizabeth Minter asked to meet with them to better include staff members in any presentations.

**Nominating Committee:** No report.

**Chair Reports:** 1) Workroom/ Bookstore. Pat Irot said there is an opening for Saturday 11-1. 2) Membership-Ted Farkas no report. 3) Publicity-no report. 4) Second Sunday Book Sale- Ginny Sanatar has the schedule filled through June. Having three persons working is much more efficient. The group that is sending books to the Middle East will collect our unsold books; they are very dependable. 5) Silent Auction: Nadine Blansett reported \$40 collected and \$35 due for January.

**Library Staff Reports:** 1) Elizabeth Minter reported that Rea MacDonald has died. She was a retired employee of the Library. 2) Julie Shook is back from her conference on Web Sites. It will take some time to get the library's new site up and running. 3) There have been 87 passport photos taken. A profit has already been made. The notary service is being developed and will be available soon. 4. The Foundation agreed to provide a plaque to honor Charles Frazee. 5) Copies of the February 2005 NOTATIONS were distributed. Elizabeth explained that the Friends now have a page exclusive for their use. Laranne created the new format. The Board agreed that it is a very inclusive and attractive. **Jim Roberts:** 1) Jim requested permission to recognize students from Western State Law School and Cal State Fullerton at our Annual meeting. They serve as tutors/interns with the Federal Work Study project. The Friends board agreed unanimously that Jim should honor anyone he feels is worthy. 2) 825 books were given in the Books 2004 Christmas project. Toby Silberfarb and Jim worked hours choosing and sorting appropriate grade level materials. 3) The Literacy program has received a \$1000 grant from the Raytheon Company. Also, the Bookworms group from Raytheon, donated the proceeds of their book sale, \$364, to our Literacy program.

The meeting was adjourned.

Barbara Hemmerling, Secretary

PLACENTIA LIBRARY DISTRICT  
Summary of Nonstandard Claims  
February 22, 2005

TYPE	REPORT NUMBER	AMOUNT
	TOTAL	0.00

Prepared by: Wendy Goodson



PLACENTIA LIBRARY DISTRICT  
Summary of Claims Forwarded by the Library Director & Library Trustees  
January 22, 2005

	DATE	CLAIM NUMBER	AMOUNT
LIBRARY DIRECTOR	January 20, 2005	4702	9,778.24
	January 20, 2005	4703	3,230.49
	January 27, 2005	4704	3,534.91
	February 3, 2005	4705	4,529.58
	February 3, 2005	4706	13,532.65
	February 10, 2005	4707	7,740.74
	February 10, 2005	4708	9,822.70
	February 10, 2005	4709	518.57
	February 17, 2005	4710	3,678.42
TOTAL BY LIBRARY DIRECTOR			\$ 56,366.30
TOTAL			<u>\$ 56,366.30</u>

LOCALLY GOVERNED DISTRICT  
CLAIMS TRANSMITTED FOR PAYMENT

DATE  
REPORT NO

01/20/05  
4702

Agenda Item 11  
Page 2 of 10


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

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

1-27-05

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/	Sub	Rept Cat	AMOUNT	A C's Use Only	
			Rev/	Objt/			Doc Number	SC
			BS Acct	Rev				
N01035 City of Placentia 401 East Chapman Ave. Placentia, CA 92870	1-10-05/56579		0700	00		14.40		
			1400	00		2,025.74		
			2800	00		6,334.08		
						8,374.22		
N03738J Pitney Bowes Credit Corp. PO Box 856460 Louisville, KY 40285-6460	1-13-05/7330591-JA05		4000	00		154.21		
N03752P SBC/MCI Dept. LA 21461 Pasadena, CA 91185-1461	1-8-05/714-528-1906		0700	00		98.51		
	1-8-05/714-528-8236		0700	01		34.30		
						132.81		
N03825M Dept. 31 - 0000073264 Staples Credit Plan P.O. Box 9020 Des Moines, IA 50368-9020	1-6-05/X3264		1800	00		190.63		
N05445B Consolidated Reprographics 345 Clinton Street Costa Mesa, CA 92626	1-13-05/742560		1800	00		92.30		
N06569B Demco P.O. Box 8048 Madison, WI 53708-8048	1-11-05/1908856		1800	00		590.98		
N06685 Honeywell Security Monitoring P.O. Box 5114 Carol Stream, IL 60197-5114	1-6-05/3112760		1400	00		168.09		
N06819 American Library Association 77-6499 Chicago, IL 60678-6499	Mbshp - Gurkweitz		1600	00		75.00		

The claims listed above (totaling \$9,778.24) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.



APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

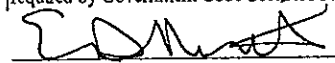


Placentia Library District  
411 E. Chapman Ave.  
Placentia, CA 92670

THE COUNTY AUDITOR IS AUTHORIZED TO DRAW  
HIS CHECK FROM FUND 707  
1-27-05

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
N06819B American Library Association P.O. Box 932501 Atlanta, GA 31193-2501	1-6-05/07519418		1800	00		248.83		
	12-14-04/07410130		1800	00		71.10		
						319.93		
N13034A OmniGrafix Printing 1667 N. O'Donnell Way Orange, CA 92867	1-13-05/A36453		1800	00		70.04		
N15655A Map Masters 12120 Tech Center Drive, Suite B Poway, CA 92064-7102	1-13-05/8749		1800	00		397.50		
			1800	08		397.50		
						795.00		
N18816 I.M.P.A.C. Government Services P.O. Box 6350 Fargo, ND 58125-6350	12-22-04/X9240		1800	00		126.88		
			2700	00		340.00		
			2700	01		70.00		
			2700	02		680.00		
					1,216.88			
N19647A Unique Management Services 119 E. Maple St. Jeffersonville, IN 47130	1-1-05/145010		1900	00		143.20		
N26013 Paper and Ribbon Supply Co PO Box 3601 Cherry Hill NK 08034-0550	1-6-05/162743		1800	00		52.95		
N27562 RMC Facilities Services, Inc. PO Box 2135 Yorba Linda, CA 92885-1335	1-10-05/25019		1000	00		225.00		
need vendor # Pitney Bowes PO Box 856042 Louisville KY 40285-6042	12-24-04/17834748869		1803	00		32.49		
United Cerebral Palsy of OC 230 Commerce Suite 190 Irvine CA 92602-1336	Jan 19, 2005		1900	00		375.00		
	Disability Training for Staff							

The claims listed above (totaling \$3,230.49) 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

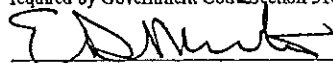
Placentia Library District  
 411 E. Chapman Ave.  
 Placentia, CA 92670

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

2-2-05

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/	Sub	Rept Cat	AMOUNT	A C's Use Only	
			Rev/	Objt/			Doc Number	SC
			BS Acct	Rev				
N068081 Postage by Phone (Pitney Bowes) Reserve Account P.O. Box 856056 Louisville, KY 40285-6056	Jan 04 32021628		1803	00		700.00		
N13034A OmniGrafix Printing 1667 N. O'Donnell Way Orange, CA 92867	1/26/04 A36466		1800	00		126.07		
N19932 Ameritas Life Insurance Corp. P.O. Box 81889 Lincoln, NE 68501-1889	Feb 05 0101900005435		0300	00		902.70		
N23030 Linda Baesler 150 Anned Dr. Placentia, CA 92870 502-50-4248	Jan 05 Music Time & Story Time		1900	00		450.00		
N21533A Kelly Paper Company 288 Brea Canyon Road City of Industry, CA 91789	1/24/05 154404		1800	00		41.97		
N27368A The Hartford Group Benefits 75 Remittance Drive, Ste. 1641 Chicago, IL 60675-1641	1/20/05 5182		0300	00		303.19		
N29537 Machoskie & Associates 29 Crooked Stick Drive Newport Beach, CA 92660	1/1/05 99-2005		1900	08		1,000.00		
N29645 Shawn Robison c/o Placentia Library District 411 E. Chapman Ave Placentia CA 92870	12/11/05-1-15/05 Travel Reimb		2700	01		10.98		

The claims listed above (totaling \$3,534.91) 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 02/03/05  
REPORT NO 4705

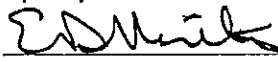
Placentia Library District  
411 E. Chapman Ave.  
Placentia, CA 92670

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

2-9-05

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/	Sub	Rept Cat	AMOUNT	A C's Use Only	
			Rev/	Objt/			Doc Number	SC
			BS Acct	Rev				
N01074 The Gas Company PO Box C Monterey Park, CA 91756	1-26-05/05391188009		2800	00		2,146.10		
N03648B Special T. Water Systems, Inc. 11934 Washington Blvd. Whittier, CA 90606	2-1-05 095946		1800	00		29.50		
N03646 Vislon Service Plan - (CA) PO Box 45210 San Francisco, CA 94145-5210	Feb 05 120996030001		0300	00		405.84		
N03656 Pacific Clippings P.O. Box 11789 Santa Ana, CA 92711	1-25-05 5657		1800	00		42.00		
N03659F Southern California Water 500 Cameron St Placentia, CA 92870	1-24-05 312083-9		2800	00		202.93		
N03752P SBC/MCI Dept. LA 21461 Pasadena, CA 91185-1461	1-2-05 714-223-1698		0700	01		342.48		
	1-2-05 714-524-8408		0700	08		10.17		
						352.65		
N06557 Care Resources, Inc. 9550 Warner Ave., Ste. 228 Fountain Valley, CA 92708	2-1-05 EAP		1900	00		35.00		
N06686G Office Depot Credit Plan Dept. 56 - 6183976509 P.O. Box 9020 Des Moines, IA 50368-9020	1-21-05 X6509		1800	00		1,315.56		

The claims listed above (totaling \$4,529.58) 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 02/03/05  
REPORT NO 4706


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

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

2-9-05

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/		Rept Cat	AMOUNT	A C's Use Only	
			Rev/	Sub			Doc Number	SC
			BS Acct	Objt/ Rev				
N06965 Paychex 200 E. Sandpointe, Ste. 100 P.O. Box 25159 Santa Ana, CA 92799	1-27-05 20050127		1900	00		632.20		
N22072A Performance Technology Group P.O. Box 26001 Santa Ana, CA 92799-6001	1-27-05 05-1018		1300	01		6,500.00		
N28413A Copy America 3564 E. Enterprise Dr. Anaheim, CA 92807	1-24-05 10521		1800	00		110.00		
	1-24-05 10522		1800	00		110.00		
	1-24-05 10523		1800	00		110.00		
						330.00		
N29024 Laranne Millonzi c/o Placentia Library District 411 East Chapman Avenue Placentia, CA 92870-6198	Sep 04 to Feb 1, 05 Travel Reimb		2700	01		67.64		
N29843 E.A.R Tel Teleconsulting 1316 Mauretania St Wilmington CA 90744	11-29-04 11075		4000	00		5,666.23		
need vendor # Foto Hall 601 North Placentia Ave Fullerton CA 92831	1-26-05 31803		1800	00		215.34		
need vendor # Wholesale Toners PO Box 7080 Huntington Beach CA 92615-7080	1-18-05 13346		1800	00		121.24		

The claims listed above (totaling \$13,532.65) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

  
APPROVED BY

COUNTERSIGNED BY

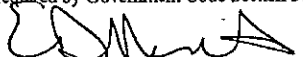
ATTESTED AND/OR COUNTERSIGNED BY

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

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

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/		Rept Cat	AMOUNT	A C's Use Only	
			Rev/	Sub			Doc Number	SC
			BS Acct	Objt/ Rev				
N01035 City of Placentia 401 East Chapman Ave. Placentia, CA 92870	2-7-05 56635		0700	00		7.23		
			1400	00		2,060.61		
			2800	00		3,493.88		
						5,561.72		
N03653 Bear State Air Conditioning 3548 Enterprise Dr. Anahelm, CA 92807-1640	2-1-05/05-2-160 2-1-05/05-2-165		1400	00		115.50		
			1400	00		182.50		
						298.00		
N03735 ISDOC Attn: Joan C. Finnegan ISDOC Treasurer 258 Sherwood Street Costa Mesa, CA 92627	12/31/04 Mbrshp Dues 05-06		1600	00		50.00		
N03752P SBC/MCI Dept. LA 21461 Pasadena, CA 91185-1461	1-7-05/335-253-2062 335-253206		0700	01		273.63		
N06785 Hector Vargas Cleaning Service 318 Capistrano St. Placentia, CA 92870 SSN: 546-64-3104	2-7-05/062799		1400	00		1,300.00		
N15508 Cosmoslink Internet Services 3030 Saturn St., Ste. 200 Brea, CA 92821	2-7-08/200502-36		1900	00		15.00		
N18816 I.M.P.A.C. Government Services P.O. Box 6350 Fargo, ND 58125-6350	1-21-05/X9240		1800	00		8.34		
			1900	00		6.95		
			2400	08		74.95		
						90.24		
N19647A Unique Management Services 119 E. Maple St. Jeffersonville, IN 47130	2-1-05/145528		1900	00		152.15		

The claims listed above (totaling \$7,740.74) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

  
APPROVED BY

COUNTERSIGNED BY

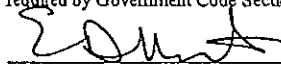
ATTESTED AND/OR COUNTERSIGNED BY

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

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

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
N22558 Nancy L. Mory 1136 Moro Circle Placentia, CA 92870-3078 (SSN: 557-46-8389)	1-28-05 Spanish Lit Program		1900	08		277.28	"2"	
N23434 Nextel Communications P.O. Box 54977 Los Angeles, CA 90054-0977	2-7-05 594628625		0700	00		67.02		
			0700	00		67.03		
						134.05		
N25348 Ana Maria Garcia 1962 W. La Palma Ave Anaheim, CA 92801 SSN 608-40-2381	1/28/05 Spanish Lit Program		1900	08		145.86	"2"	
N27044 Mary Strazdas c/o Placentia Library District 411 East Chapman Avenue Placentia, CA 92870-6198	1-11-05 to 2--05 Travel Reimb		2700	01		23.11		
N27566 Sam's Club P.O. Box 9001907 Louisville, KY 40290-1907	Feb 05 Annual Mbrshp		1600	00		120.00		
			1600	08		60.00		
						180.00		
N28150 Blue Cross of California File 54630 Los Angeles, CA 90054-0630	3-1-05 to 4-1-05 0200502069580		0300	00		8,045.40		
N29354 O.C.S. Output Control Software, Inc. 2319 Dunwin Dr., Unit #7 Mississauga, Ontario L5L 1A3	1-26-05 203025		1800	00		17.00		
N29537 Machoskie & Associates 29 Crooked Stick Drive Newport Beach, CA 92660	2-1-05/104-2005		1900	08		1,000.00		

The claims listed above (totaling \$9,822.70) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

  
APPROVED BY

COUNTERSIGNED BY


ATTESTED AND/OR COUNTERSIGNED BY

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

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

APPROVED CLAIMS								
Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
			BS Acct				Doc Number	SC
N29656 Minuteman Press 310 E Orangethorpe Ave Unit L Placentia CA 92870	2-3-05/17699		1800	00		505.35		
Gary Bell c/o Placentia Library District 411 E. Chapman Placentia CA 92870	Jan 05 Travel Reimb		2700	01		13.22		

The claims listed above (totaling \$518.57) 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

Agenda Item 11  
 DATE 02/17/05 Page 10 of 10  
 REPORT NO 4710

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

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

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
N03752P SBC/MCI Dept. LA 21461 Pasadena, CA 91185-1461	1-17-05 714-528-8236		0700	01		37.93		
	1-17-05 714-528-1906		0700	00		110.56		
							148.49	
N03833B Brodart Automation A Division of Brodart Co. P.O. Box 3488 Williamsport, PA 17705	1-26-05 A37698		0700	05		215.50		
N03940 Gaylord Bros., Inc. P. O. Box 4901 Syracuse, NY 13221-4901	2-9-05 708014		1800	00		22.84		
N06569B Demco P.O. Box 8048 Madison, WI 53708-8048	2-4-05 1938460		1800	00		126.92		
N13034A OmniGrafix Printing 1571 S. Sunkist St., Ste. L Anaheim, CA 92806	2-11-05 A36489		1800	00		81.89		
O.C.S. Output Control Software, Inc. 2319 Dunwin Dr., Unit #7 Mississauga, Ontario L5L 1A3	2-9-05 203036		1800	00		771.00		
	2-8-05 0012404-IN		1800	00		2,311.78		
need vendor # Able Card Corporation 1720 Flower Ave Duarte CA 91010								

The claims listed above (totaling \$3,678.42) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY \_\_\_\_\_

COUNTERSIGNED BY \_\_\_\_\_

ATTESTED AND/OR COUNTERSIGNED BY \_\_\_\_\_

Page Total

3,678.42



PLACENTIA LIBRARY DISTRICT  
Current Claims and Payroll  
February 22, 2005

TYPE	REPORT NUMBER	AMOUNT
Regular	4711	17,370.56
	4712	2,902.80
	4713	1,811.38
	4714	1,137.12
	4715	5,322.18
Subtotal for Regular		28,544.04
Payroll	3/2/2005	39,286.93
	3/16/2005	37,027.23
Subtotal for Payroll		76,314.16
TOTAL CURRENT CLAIMS & PAYROLL		104,858.20

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

APPROVED CLAIMS									
Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Obj/ Rev/ BS Acct	Sub Obj/ Rev	Rept Cat	AMOUNT	A C's Use Only		
							Doc Number	SC	
N03833 Brodart Co. P.O. Box 3488 Williamsport, PA 17705	1-25-05 U492083		2400	01		45.53			
	1-25-05 U492084		2400	01		176.94			
	1-25-05 U492085		2400	01		78.27			
	2-1-05 U502755		2400	01		19.01			
	2-1-05 U502756		2400	01		75.94			
	2-2-05 U505741		2400	01		30.12			
	2-2-05 U505742		2400	01		132.44			
	2-8-05 U516789		2400	01		36.30			
	1-25-05 U492076		2400	01		28.17			
	1-25-05 U492077		2400	01		56.08			
	1-25-05 U492078		2400	01		666.89			
	1-25-05 U492079		2400	01		74.01			
	2-9-05 U519450		2400	01		87.53			
							1,507.23		
	N03842A Ingram Library Services P.O. Box 502779 St. Louis, MO 63150-2779	1-25-05 92636202		2400	01		35.64		
		1-24-05 92631200		2400	01		56.83		
		1-24-05 92631199		2400	01		15.22		
1-24-05 92631198			2400	01		33.71			
1-24-05 92631197			2400	01		33.68			
1-24-05 92631196			2400	01		17.61			
1-24-05 92631195			2400	01		27.32			
1-24-05 92631194			2400	01		82.93			
1-24-05 92631193			2400	01		10.87			
1-24-05 92631192			2400	01		32.18			
1-24-05 92631191			2400	01		16.95			
1-19-05 92540980			2400	01		34.11			
1-19-05 92558185			2400	01		17.38			
1-19-05 92558186			2400	01		141.05			
1-19-05 92558187			2400	01		102.65			
1-18-05 92521065			2400	01		16.85			
1-18-05 92521066			2400	01		15.86			
1-18-05 92521067			2400	01		51.23			
1-18-05 92521068			2400	01		15.28			
1-18-05 92521069			2400	01		196.80			
1-18-05 92521070			2400	01		49.18			
1-10-05 92378450			2400	01		37.84			
1-10-05 92378449			2400	01		47.29			
1-10-05 92378448		2400	01		13.33				
1-10-05 92378447		2400	01		16.32				
1-10-05 92378446		2400	01		32.13				
1-7-05 92346545		2400	01		28.73				
1-12-05 92435162		2400	01		115.97				
1-12-05 92435161		2400	01		37.86				
1-12-05 92435160		2400	01		62.77				
						1,395.57			

The claims listed above (totaling \$2,902.80) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY \_\_\_\_\_

COUNTERSIGNED BY \_\_\_\_\_

ATTESTED AND/OR COUNTERSIGNED BY \_\_\_\_\_

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

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

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	APPROVED CLAIMS				Rept Cat	AMOUNT	A C's Use Only	
		Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev				Doc Number	SC
N03842A Ingram Library Services P.O. Box 502779 St. Louis, MO 63150-2779	1-12-05 92435159		2400	01		330.06			
	1-12-05 92435158		2400	01		43.76			
	1-13-05 92461548		2400	01		20.68			
	1-3-05 92272064		2400	01		13.19			
	1-3-05 92272063		2400	01		33.98			
	1-3-05 92272062		2400	01		14.49			
	1-3-05 92272061		2400	01		16.01			
	1-3-05 92272060		2400	01		92.69			
	1-3-05 92272059		2400	01		20.40			
	1-3-05 92272058		2400	01		48.13			
	1-3-05 92272057		2400	01		25.70			
	1-3-05 92272056		2400	01		27.61			
	1-3-05 92272055		2400	01		37.01			
	1-3-05 92272054		2400	01		100.98			
	1-3-05 92272053		2400	01		43.36			
	2-2-05 92791954		2400	01		138.15			
	2-2-05 92791953		2400	01		16.16			
	2-2-05 92791952		2400	01		15.97			
	1-28-05 92708640		2400	01		53.61			
	1-27-05 92700934		2400	01		88.93			
	1-27-05 92700933		2400	01		18.49			
	1-27-05 92700932		2400	01		66.76			
	1-27-05 92700931		2400	01		16.88			
	1-31-05 92745050		2400	01		42.75			
	1-31-05 92475049		2400	01		33.67			
	2-10-05 92921877		2400	01		36.73			
	2-10-05 92921876		2400	01		16.78			
	2-10-05 92921875		2400	01		34.01			
	2-10-05 92921874		2400	01		18.97			
	2-8-05 92874277		2400	01		14.94			
	2-8-05 92874276		2400	01		28.54			
	2-8-05 92874275		2400	01		14.27			
	2-7-05 92859830		2400	01		21.78			
2-7-05 92859829		2400	01		24.05				
2-7-05 92859828		2400	01		26.26				
2-7-05 92859827		2400	01		112.29				
2-7-05 92859826		2400	01		13.38				
2-7-05 92859825		2400	01		12.03				
2-9-05 92887735		2400	01		23.37				
2-3-05 92810814		2400	01		21.34				
2-4-05 92818076		2400	01		33.22				
						1,811.38			

The claims listed above (totaling \$1,811.38) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY \_\_\_\_\_

COUNTERSIGNED BY \_\_\_\_\_

ATTESTED AND/OR COUNTERSIGNED BY \_\_\_\_\_

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

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

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Obj/ Rev/ BS Acct	Sub Obj/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
N04858 Oxford University Press 2001 Evans Road Cary, NC 27513	1-7-05 91610282		2400	01		46.11		
	2-4-05 91661940		2400	01		14.43		
	1-14-05 91622601		2400	01		33.77		
						94.31		
N29833 Thomson Gale PO Box 95501 Chicago IL 60694-5501	2-3-05 13827991		2400	01		85.20		
	1-11-05 13790880		2400	01		86.07		
						171.27		
N06819B American Library Association P.O. Box 932501 Atlanta, GA 31193-2501	1-7-05 07519417		2400	01		41.20		
N13034 Omnigraphics P.O. Box 625 Holmes, PA 19043	12-31-04 10445017-4514		2400	01		80.25		
N14997 Bernan 4611-F Assembly Drive Lanham, MD 20706-4391	1-18-05 110306054		2400	01		76.00		
N22268 Midwest Tape PO Box 820 Holland OH 43528	1-19-05 1029623		2400	02		25.24		
N24943 Harris Infosource 2057 E. Aurora Road Twinsburg, OH 44087	2-1-05 I0049636		2400	01		193.28		
	2-1-05 I0049623		2400	01		202.98		
						396.26		
N25796A BWI (Book Wholesalers, Inc.) PO Box 91691 Chicago, IL 60693	1-7-05 1985039		2400	01		17.49		
	1-12-05 1990301		2400	01		11.04		
	1-25-05 1992456		2400	01		6.05		
						34.58		
N27838 BBC Audiobooks America P.O. Box 1450 Hampton, NH 03843-1450	1-27-05 186658		2400	05		59.88		
	1-19-05 185335		2400	05		158.13		
						218.01		

The claims listed above (totaling \$1,137.12) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

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

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

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	APPROVED CLAIMS		Rept Cat	AMOUNT	A C's Use Only	
			Objt/ Rev/ BS Acct	Sub Objt/ Rev			Doc Number	SC
need vendor Resource Directory Group 1330 East 223rd St Suite 523 Carson CA 90745	2-1-05 INV-12384		2400	01		43.06		
need vendor Random House Dept 0919 PO Box 120001 Dallas TX 75312-0919	1-25-05 1088999432 1-19-05 1088973278 1-19-05 1088973279 2-1-05 1089023250		2400	05		45.20 59.60 112.00 126.40 343.20		
need vendor # Gem Guides Book Co 315 Cloverleaf Dr Suite F Baldwin Park CA 91706	1-18-05 226954		2400	01		79.82		
need vendor # African American Publications 1224 General Mercer Road Washington Crossing PA 18977	12-3-04 66266		2400	01		249.10		
need vendor # SB&F PO Box 3000 Denville N	2-8-05 0016106		2400	04		45.00		
need vendor # Books In Motion 9922 East Montgomery Ste 31 Spokane WA 99206	2-10-05 200051		2400	05		319.06		
N03660 Elizabeth D. Minter (Petty Cash) Placentia Library District Petty Cash Reimbursement 411 East Chapman Avenue Placentia, CA 92870-6198	Petty Cash Checks 1-4-05to2-10-05		1000	00		452.29		
			1000	08		54.07		
			1600	00		78.00		
			1800	08		72.58		
			2700	00		30.00		
			2700	01		155.00		
			2700	02		185.00		
			2700	08		25.00		
			3700	00		3,191.00		
						4,242.94		

The claims listed above (totaling \$5,322.18) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY \_\_\_\_\_

COUNTERSIGNED BY \_\_\_\_\_

ATTESTED AND/OR COUNTERSIGNED BY \_\_\_\_\_



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

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

Please Pay \$ 39,286.93 on 3 | 2 | 05

Send To: Bank Name: Wells Fargo Bank  
 ABA #: 121000248  
 Account Name: Placentia Library District  
 Account #: 2011939659  
 Reference: Payroll #18

Description: Payroll

Department / Agency

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

AUDITOR COPY SUBMITTED TO: CLAIMS AUDIT   
 CHECK WRITING

Vendor Code: N03641

DEPARTMENT'S USE -- COMPLETE IN DETAIL												A-C USE
FUND	AGCY	ORG	ACTV	OBJ	SUB OBJ	REV	SUB REV	JOB NUMBER	REPT CATG	B.S ACCT	AMOUNT	SP CD
707	707			0100	00						37,047.49	
707	707			200	00						2,239.44	
ENCUMBRANCE REVERSAL: <input type="checkbox"/> YES <input type="checkbox"/> NO											TOTAL PAYMENT	39,286.93
I HEREBY CERTIFY THAT THIS CLAIM IS TRUE AND CORRECT AND THAT PAYMENT HAS NOT BEEN RECEIVED BY				EXPENDITURES AUTHORIZED AND APPROVED BY				APPROVED DAVID E. SUNDSTROM, Auditor-Controller				
CLAIMANT	DATE	AUTHORIZED SIGNER				DATE	DEPUTY	DATE				

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



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

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

Please Pay \$ 37,027.23 on 3 | 16 | 05

Send To: Bank Name: Wells Fargo Bank  
 ABA #: 121000248  
 Account Name: Placentia Library District  
 Account #: 2011939659  
 Reference: Payroll #19

Description: Payroll

Department / Agency

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

AUDITOR COPY SUBMITTED TO: CLAIMS AUDIT   
 CHECK WRITING

Vendor Code: N03641

DEPARTMENT'S USE -- COMPLETE IN DETAIL												A-C USE
FUND	AGCY	ORG	ACTV	OBJ	SUB OBJ	REV	SUB REV	JOB NUMBER	REPT CATG	B S ACCT	AMOUNT	ST CL
707	707			0100	00						34,787.79	
707	707			200	00						2,239.44	
ENCUMBRANCE REVERSAL: <input type="checkbox"/> YES <input type="checkbox"/> NO											TOTAL PAYMENT	37,027.23
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	
<b>Auditor-Controller Approvals:</b> <b>Claims &amp; Disbursing:</b> Over Limit: \$100,000 (1) \$500,000 (2) \$1,000,000 (3) Claims & Disbursing Manager _____ Check Writing: _____ <b>General Ledger Approvals:</b> Cash & Expense Budget: _____ Date: _____ W/req: _____	<b>Transaction Reference</b> Automated Clearing House (CH): _____ Wire Transfer (WT): _____ Automated Clearing House (IC): _____ MW Transaction #: _____ <b>Treasurer-Tax Collector Information:</b> Released By / Ref #: _____



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**PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES**

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**TO:** Library Board of Trustees  
**FROM:** Elizabeth D. Minter, Library Director  
**SUBJECT:** Cash Flow Analysis  
**DATE:** February 22, 2005

**BACKGROUND:**

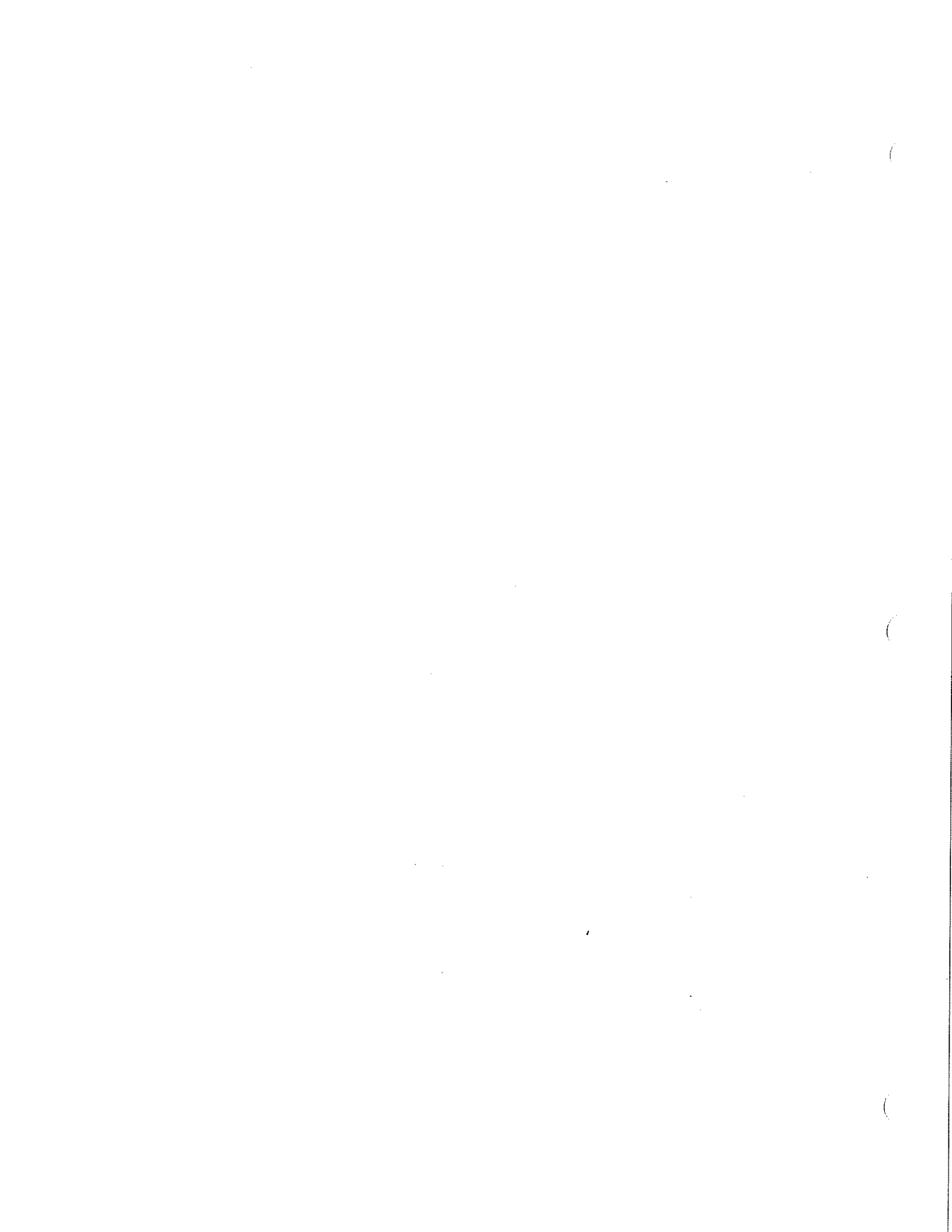
The Cash Flow Analysis for the General Fund for Fiscal Year 2004-2005 is Attachment A.

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

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

**RECOMMENDATION:**

Receive & File the Cash Flow Analysis for Fiscal Year 2004-2005 through February 22, 2005.



Placentia Library District  
FY2004-2005 General Fund Cash Flow

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

Placentia Library District  
FY2004-2005 General Fund Cash Flow

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

Placentia Library District  
FY2004-2005 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
11/22/04	4672	General		19,064.08	298,189.20
11/22/04	4673	General		3,094.00	295,095.20
11/22/04	4674	General		1,292.49	293,802.71
11/22/04	4675	General		52,051.00	241,751.71
11/22/04	4676	General		9,546.73	232,204.98
11/22/04	4677	General		7,518.20	224,686.78
11/22/04	4678	General		5,702.60	218,984.18
11/22/04		Payroll to wire 12/08/04		38,412.06	180,572.12
11/22/04		Payroll to wire 12/22/04		38,412.06	142,160.06
11/23/04		Secured #1	135,653.23	339.13	277,474.16
11/29/04	4679	General by Library Director		5,666.23	271,807.93
11/30/04	4680	General by Library Director		651.00	271,156.93
11/30/04	4681	General by Library Director		3,526.96	267,629.97
11/30/04	4682	General by Library Director		8,104.95	259,525.02
12/01/04	4683	General by Library Director		6,824.00	252,701.02
12/09/04		Secured # 2	193,404.94	483.77	445,622.19
12/09/04		Library Passport Revenue, Nov	12,587.64		458,209.83
12/09/04		Library Revenue, Nov	2,889.03		461,098.86
12/09/04		Homeowners #1	2,582.58		463,681.44
12/09/04	4684	General by Library Director		5,850.94	457,830.50
12/09/04	4685	General by Library Director		4,062.13	453,768.37
12/09/04	4686	General by Library Director		8,410.64	445,357.73
12/20/04		Secured # 3	299,692.60	749.31	744,301.02
12/20/04		Supplemental # 5	10,478.13		754,779.15
12/20/04	4687	General		3,053.75	751,725.40
12/20/04	4688	General		1,872.12	749,853.28
12/20/04	4689	General		6,351.60	743,501.68
12/20/04	4690	General		250.67	743,251.01
12/20/04	4691	General		11,438.67	731,812.34
12/20/04		Payroll to wire 1/5/05		33,632.62	698,179.72
12/20/04		Payroll to wire 1/19/05		33,247.27	664,932.45
12/23/04		Interest, Nov	726.38	45.35	665,613.48
12/23/04	4692	General by Library Director		3,183.44	662,430.04
12/23/04	4693	General by Library Director		1,196.97	661,233.07
01/06/05	4694	General by Library Director		2,279.93	658,953.14
01/06/05	4695	General by Library Director		11,263.61	647,689.53
01/06/05	4696	General by Library Director		88.50	647,601.03
01/10/05		Homeowners #2	6,026.02		653,627.05
01/12/05		Library Passport Revenue, Dec/Jan	10,022.89		663,649.94
01/12/05		Library Revenue, Dec/Jan	3,039.69		666,689.63
01/13/05	4697	General by Library Director		5,261.64	661,427.99
01/13/05	4698	General by Library Director		13,294.61	648,133.38
01/17/05	4699	General		36,041.71	612,091.67
01/17/05	4700	General		2,511.11	609,580.56
01/17/05	4701	General		929.87	608,650.69
01/17/05		Payroll to wire 2/2/05		34,840.84	573,809.85
01/17/05		Payroll to wire 2/16/05		33,247.27	540,562.58

Placentia Library District  
FY2004-2005 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
01/20/05	4702	General by Library Director		9,778.24	530,784.34
01/20/05	4703	General by Library Director		3,230.49	527,553.85
01/20/05		Secured #4	90,617.50	226.54	617,944.81
01/20/05		Unsecured	7,318.65	18.30	625,245.16
01/20/05		Supplemental #6	11,375.01		636,620.17
01/21/05		Interest, Dec.	1,236.20	71.28	637,785.09
01/27/05	4704	General by Library Director		3,534.91	634,250.18
02/03/05	4705	General by Library Director		4,529.58	629,720.60
02/03/05	4706	General by Library Director		13,532.65	616,187.95
02/10/05	4707	General by Library Director		7,740.74	608,447.21
02/10/05	4708	General by Library Director		9,822.70	598,624.51
02/10/05	4709	General by Library Director		518.57	598,105.94
02/17/05	4710	General by Library Director		3,678.42	594,427.52
02/22/05	4711	General		17,370.56	577,056.96
02/22/05	4712	General		2,902.80	574,154.16
02/22/05	4713	General		1,811.38	572,342.78
02/22/05	4714	General		1,137.12	571,205.66
02/22/05	4715	General		5,322.18	565,883.48
02/22/05		Payroll to wire 3/2/05		39,286.93	526,596.55
02/22/05		Payroll to wire 3/16/05		37,027.23	489,569.32
					489,569.32

Placentia Library District  
Property Tax Apportionments  
Fiscal Year 2004-2005

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





**Fund Balance Report**  
**Post-Petition Balances (B/S Account 8010 - Cash)**  
 February 22, 2005

	Fiscal Year 2004-2005						
	Fund 702	Fund 703	Fund 706	Fund 707	Fund 708	TOTAL	TOTAL
	Maj Equip/Struc	Auto Replac	Bond Redempt	General Fund	Sick Lv Payoff	ALL FUNDS	EXCL GEN FUND
30-Jun-04	120,216.46	10,168.91	162,185.96	707,872.67	9,922.64	1,010,366.64	302,493.97
31-Jul-04	120,332.88	10,178.76	162,343.02	657,770.13	9,932.25	960,557.04	302,786.91
31-Aug-04	120,450.85	10,188.74	162,502.17	531,470.57	9,941.98	834,554.31	303,083.74
30-Sep-04	120,739.55	10,213.16	162,891.67	459,788.59	9,965.81	763,598.78	303,810.19
31-Oct-04	120,896.28	10,226.42	163,103.11	447,074.31	9,978.75	751,278.87	304,204.56
30-Nov-04	120,883.45	10,225.33	163,085.79	474,439.99	9,977.69	778,612.25	304,172.26
31-Dec-04	121,058.44	10,240.13	163,321.88	760,018.61	9,992.13	1,064,631.19	304,612.58
31-Jan-05	121,244.85	10,255.90	163,573.36	741,355.45	10,007.52	1,046,437.08	305,081.63
28-Feb-05	0.00	0.00	0.00	0.00	0.00	0.00	0.00
31-Mar-05	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30-Apr-05	0.00	0.00	0.00	0.00	0.00	0.00	0.00
31-May-05	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30-Jun-05	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Petty Cash	0.00	0.00	0.00	10,000.00	0.00	10,000.00	0.00
General Reserves	0.00	0.00	0.00	0.00	0.00	0.00	0.00

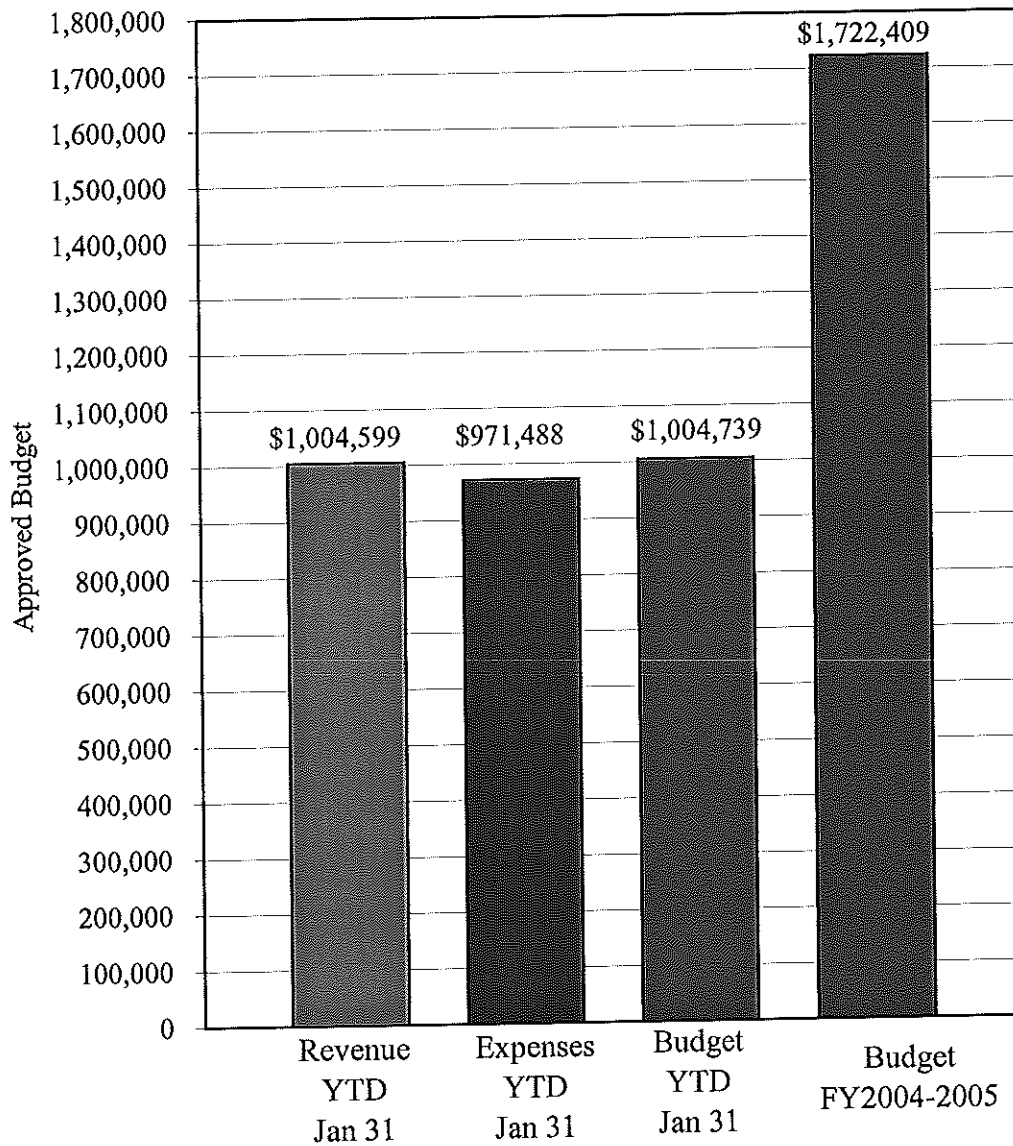
	Fiscal Year 2003-2004						
	Fund 702	Fund 703	Fund 706	Fund 707	Fund 708	TOTAL	TOTAL
	Maj Equip/Struc	Auto Replac	Bond Redempt	General Fund	Sick Lv Payoff	ALL FUNDS	EXCL GEN FUND
30-Jun-03	118,846.09	10,052.98	160,401.17	518,205.57	9,809.52	817,315.33	299,109.76
31-Jul-03	118,833.87	10,051.95	160,384.68	451,500.55	9,808.51	750,579.56	299,079.01
31-Aug-03	118,967.59	10,063.26	160,509.55	400,642.44	9,819.55	700,002.39	299,359.95
30-Sep-03	119,075.36	10,072.38	160,654.95	314,934.39	9,828.45	614,565.53	299,631.14
31-Oct-03	119,194.54	10,082.47	160,815.76	197,523.75	9,838.29	497,454.81	299,931.06
30-Nov-03	119,298.06	10,091.23	160,955.42	235,572.22	9,846.84	535,763.77	300,191.55
31-Dec-03	119,635.03	10,119.72	161,410.07	611,904.10	9,874.66	912,943.58	301,039.48
31-Jan-04	119,750.61	10,129.50	161,566.01	545,332.06	9,884.20	846,662.38	301,330.32
28-Feb-04	119,875.17	10,140.04	161,734.07	523,002.49	9,894.48	824,646.25	301,643.76
31-Mar-04	119,984.08	10,149.26	161,881.01	492,191.83	9,903.47	794,109.65	301,917.82
30-Apr-04	120,098.27	10,158.92	162,035.07	763,712.62	9,912.89	1,065,917.77	302,205.15
31-May-04	120,009.19	10,169.99	162,203.13	786,668.72	9,923.69	1,088,974.72	302,306.00
30-Jun-04	120,216.46	10,168.91	162,185.96	707,872.67	9,922.64	1,010,366.64	302,493.97
Petty Cash	0.00	0.00	0.00	10,000.00	0.00	10,000.00	0.00
General Reserves	0.00	0.00	0.00	0.00	0.00	0.00	0.00



# PLACENTIA LIBRARY DISTRICT

## Fiscal Year 2004 - 2005

### General Fund Cash Flow





PLACENTIA LIBRARY DISTRICT  
REVENUE REPORT FOR FUND 707

(Prepared from the Orange County Auditor's Report)  
February 22, 2005

OBJECT CODE	DESCRIPTION	FY2004-2005 BUDGETED	FY2004-2005 YTD	FY2003-2004 YTD	FY2004-2005 JAN 2005	FY2003-2004 JAN 2004	FY2004-2005 % EXP BUD
6210-00	Prop. Taxes - current secured	1,234,995.00	732,858.26	660,910.67	90,617.50	36,635.51	59.34%
6210-01	Public Utility	22,500.00	0.00	0.00	0.00	0.00	0.00%
6210-04	Teceter Plan - current delinquent	14,500.00	0.00	0.00	0.00	0.00	
	<b>TOTAL PROP. TAXES - CURRENT SECURED</b>	<b>1,271,995.00</b>	<b>732,858.26</b>	<b>660,910.67</b>	<b>90,617.50</b>	<b>36,635.51</b>	<b>57.61%</b>
6220	<b>PROP. TAXES - CURRENT UNSECURED</b>	<b>61,000.00</b>	<b>61,148.55</b>	<b>56,521.08</b>	<b>7,318.65</b>	<b>3,808.59</b>	<b>100.24%</b>
6230-00	Prop. Taxes - Prior Secured	13,000.00	0.00	0.00	0.00	0.00	
6230-01	Prior year's secured final apportionment	0.00	0.00	16,611.57	0.00	0.00	
6230-02	Secured prior years	0.00	0.00	0.00	0.00	0.00	
6230-03	Tax deed land sales	0.00	0.00	0.00	0.00	0.00	
6230-04	Teceter Plan buyout - FY1993-1994 only	0.00	12,766.29	14,296.23	0.00	0.00	
6230-10	Release of impounds	0.00	0.00	0.00	0.00	0.00	
6230-11	(1994 ERAF Refund)	0.00	0.00	0.00	0.00	0.00	
	<b>TOTAL PROP. TAXES - PRIOR SECURED</b>	<b>13,000.00</b>	<b>12,766.29</b>	<b>30,907.80</b>	<b>0.00</b>	<b>0.00</b>	<b>98.20%</b>
6240	<b>TOTAL PROP. TAXES PRIOR UNSECURED</b>	<b>750.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
6250	<b>TAXES - SPECIAL DISTRICT AUGMENTATION</b>	<b>4,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
6260	<b>PENALTIES &amp; COSTS ON DELINQUENT TAXES</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
6280-00	Property taxes current supplemental	48,000.00	43,596.71	29,424.57	11,375.01	7,492.52	90.83%
6280-01	Final supplemental for prior years	0.00	3,269.35	4,113.68	0.00	0.00	
	<b>TOTAL PROP. TAXES SUPPLEMENTAL - CURREN</b>	<b>48,000.00</b>	<b>46,866.06</b>	<b>33,538.25</b>	<b>11,375.01</b>	<b>7,492.52</b>	<b>97.64%</b>
6300	<b>PROP. TAXES SUPPLEMENTAL - PRIOR</b>	<b>1,400.00</b>	<b>2,035.01</b>	<b>1,567.37</b>	<b>0.00</b>	<b>0.00</b>	<b>145.36%</b>
6540	<b>PENALTIES &amp; COSTS ON DELINQUENT TAXES</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
	<b>TOTAL TAXES</b>	<b>1,400,145.00</b>	<b>855,674.17</b>	<b>783,445.17</b>	<b>109,311.16</b>	<b>47,936.62</b>	<b>61.11%</b>

REVENUE REPORT FOR FUND 707  
(Prepared from the Orange County Auditor's Report)  
February 22, 2005

OBJECT CODE	DESCRIPTION	FY2004-2005 BUDGETED	FY2004-2005 YTD	FY2003-2004 YTD	FY2004-2005 JAN 2005	FY2003-2004 JAN 2004	FY2004-2005 % EXP BUD
6610-00	Interest	4,000.00	5,117.56	2,316.74	1,236.20	302.36	127.94%
6610-01/02	Interest - old bond fund	0.00	0.00	3.77	0.00	3.77	
6610-23	Interest on impounded taxes released	0.00	0.00	0.00	0.00	0.00	
	TOTAL INTEREST	4,000.00	5,117.56	2,320.51	1,236.20	306.13	127.94%
6690	STATE - HOMEOWNER PROP TAX RELIEF	17,000.00	8,608.60	8,703.95	6,026.02	7,659.48	50.64%
6970-00	State - ILL & Direct Loan Reimbursement	14,000.00	5,214.15	10,666.46	0.00	0.00	37.24%
6970-01	State - CA Foundation Funds	18,000.00	0.00	0.00	0.00	0.00	
6970-02	State - CA Literacy Campaign	51,194.00	30,000.00	51,194.00	0.00	0.00	58.60%
6970-03	State - Family Literacy	0.00	0.00	0.00	0.00	0.00	
6970-04	State - ELLI (English Language Intensive) Grant	0.00	0.00	0.00	0.00	0.00	
6970-05	State - Project Grants	6,000.00	8,520.00	0.00	0.00	0.00	
6970-07 & 66	State - Timber Yield Apport & ERAF Bailout	70.00	0.00	0.68	0.00	0.00	
	TOTAL STATE - OTHER GOVERNMENTAL	89,264.00	43,734.15	61,861.14	0.00	0.00	48.99%
7130-00	BANKRUPTCY RECOVERY DISTRIBUTIONS	0.00	0.00	0.00	0.00	0.00	
7670-00	Local Revenue	22,000.00	15,538.08	11,831.82	3,039.69	777.40	70.63%
7670-01	Local Revenue -- Passport	175,000.00	73,925.95	74,199.01	10,022.89	4,917.65	42.24%
7670-02 & 56	Local Revenue -- Non-Gov't. Grants & Gifts	15,000.00	2,000.00	19,003.25	0.00	10,000.00	
	TOTAL LOCAL REVENUE	212,000.00	91,464.03	105,034.08	13,062.58	15,695.05	43.14%
7680	6-MONTH EXPIRED (OUTLAWED) CHECKS	0.00	0.00	9.94	0.00	9.94	
7810	TRANSFER FROM/TO OTHER LIBRARY FUNDS	0.00	0.00	0.00	0.00	0.00	
	FUND 707 TOTAL	1,722,409.00	1,004,598.51	961,374.79	129,635.96	71,607.22	58.33%

PLACENTIA LIBRARY DISTRICT  
EXPENDITURE REPORT FOR FUND 5071  
(Prepared from the Orange County Auditor's Report)  
February 22, 2005

OBJECT CODE	DESCRIPTION	FY2004-2005 BUDGETED	FY2004-2005 YTD	FY2003-2004 YTD	FY2004-2005 JAN 05	FY2003-2004 JAN 04	FY2004-2005 % EXP BUD
0100	Salaries & Wages	761,117	416,746.96	359,889.00	57,339.24	56,857.96	54.75%
0200	Retirement (Social Security & Pension Contribution)	106,841	62,905.22	58,555.58	4,478.88	4,349.64	58.88%
	Health & Life Insurance/Blue Shield CA	83,667	24,410.88	20,684.12	11,724.60	3,726.76	29.18%
	Long Term Disability/Hartford	4,186	2,063.28	1,794.46	0.00	268.82	49.29%
	Life Insurance/Fortis & Protective Life	1,814	1,498.40	1,498.40	0.00	0.00	82.60%
	Vision Service Plan/VSP	2,870	1,359.15	1,161.84	161.28	197.31	47.36%
	Dental/Ameritas	8,938	5,130.90	4,542.40	0.00	588.50	57.41%
0300	Total Employee Insurance	101,475	34,462.61	29,681.22	11,885.88	4,781.39	33.96%
0310	Unemployment Insurance	-	0.00	0.00	0.00	0.00	
0350	Workers Compensation - General	13,000	9,683.00	9,683.00	0.00	0.00	74.48%
	<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>982,433</b>	<b>523,797.79</b>	<b>457,808.80</b>	<b>73,704.00</b>	<b>65,988.99</b>	<b>53.32%</b>
0700-00	Communications - Telephone	2,000	767.28	624.86	178.94	142.42	38.36%
0700-01	Communications - Modem/Fax	7,800	5,596.54	4,948.47	376.76	648.07	71.75%
0700-02	Communications - Internet/Database	800	0.00	0.00	0.00	0.00	0.00%
0700-05	Communications - Cataloging & Acquisitions Vendor	2,700	1,508.50	1,293.00	215.50	215.50	55.87%
0700-07	Communications - ELLI Grant	-	0.00	0.00	0.00	0.00	
0700-08	Communications - Adult Literacy	1,500	842.27	776.79	127.72	65.48	56.15%
	Total Communications	14,800	8,714.59	7,643.12	898.92	1,071.47	58.88%
0900-00	Food - General Fund	350	198.36	198.36	0.00	0.00	
0900-07	Food - ELLI Grant	-	0.00	0.00	0.00	0.00	
0900-08	Food - Adult Literacy	250	102.51	102.51	0.00	0.00	
0090-09	Food - Families for Literacy	500	298.27	298.27	0.00	0.00	
	Total Food	1,100	599.14	599.14	0.00	0.00	54.47%
1000-00	Household Expense	4,250	1,164.02	1,164.02	256.36	0.00	27.39%
1100-00	Insurance - Liability	12,000	11,120.12	11,120.12	0.00	0.00	92.67%

PLACENTIA LIBRARY DISTRICT  
EXPENDITURE REPORT FOR FUND 5071  
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February 22, 2005

OBJECT CODE	DESCRIPTION	FY2004-2005 BUDGETED	FY2004-2005 YTD	FY2003-2004 YTD	FY2004-2005 JAN 05	FY2003-2004 JAN 04	FY2004-2005 % EXP BUD
1300-00	Maintenance of Equipment - General Fund (Other than Computer)	3,000	941.63	841.62	0.00	100.01	31.39%
1300-01	Maintenance of Equipment - General Fund (Computer)	25,000	33,530.00	33,530.00	0.00	0.00	134.12%
1300-07	Maintenance of Equipment - ELLI Grant	-	0.00	0.00	0.00	0.00	
1300-08	Maintenance of Equipment - Adult Literacy	500	0.00	0.00	0.00	0.00	
1300-09	Maintenance of Equipment - Families for Literacy	-	0.00	0.00	0.00	0.00	
	Total Maintenance of Equipment	28,500	34,471.63	34,371.62	0.00	100.01	120.95%
	HVAC	7,500	2,265.86	1,314.27	168.09	951.59	30.21%
	Carpet Cleaning	2,750	522.72	522.72	0.00	0.00	19.01%
	Groundskeeping, City of Placentia	27,500	16,552.01	14,283.61	2,025.74	2,268.40	60.19%
	Plumbing	3,000	1,863.59	1,863.59	0.00	0.00	62.12%
	Electrical	4,000	3,137.41	1,401.41	0.00	1,736.00	78.44%
	Cleaning Service	16,000	7,700.00	6,600.00	1,300.00	1,100.00	48.13%
	Locksmith	1,000	64.50	0.00	0.00	64.50	6.45%
	Other (Includes Fire Alarm & Extinguishers)	6,500	6,262.28	3,919.28	0.00	2,343.00	96.34%
1400-00	Total Maintenance of Building & Grounds	68,250	38,368.37	29,904.88	3,493.83	8,463.49	56.22%
1600-00	Memberships - General Fund	3,100	3,287.00	3,207.00	220.00	80.00	106.03%
1600-07	Memberships - ELLI Grant	-	0.00	0.00	0.00	0.00	
1600-08	Memberships - Adult Literacy	550	100.00	100.00	0.00	0.00	
1600-09	Memberships - Families for Literacy	-	0.00	0.00	0.00	0.00	
	Total Memberships	3,650	3,387.00	3,307.00	220.00	80.00	92.79%
1700-00	Miscellaneous Expense - General Fund	-	4,711.58	4,597.00	0.00	114.58	
1700-07	Miscellaneous Expense - ELLI Grant	-	0.00	0.00	0.00	0.00	
1700-08	Miscellaneous Expense - Adult Literacy	-	0.00	0.00	0.00	0.00	
1700-09	Miscellaneous Expense - Families for Literacy	-	0.00	0.00	0.00	0.00	
	Total Miscellaneous Expense	-	4,711.58	4,597.00	0.00	114.58	



PLACENTIA LIBRARY DISTRICT  
EXPENDITURE REPORT FOR FUND 5071  
(Prepared from the Orange County Auditor's Report)  
February 22, 2005

OBJECT CODE	DESCRIPTION	FY2004-2005 BUDGETED	FY2004-2005 YTD	FY2003-2004 YTD	FY2004-2005 JAN 05	FY2003-2004 JAN 04	FY2004-2005 % EXP BUD
1800-00	Library Supplies	12,000	6,521.73	6,359.50	1,564.58	162.23	54.35%
	Printing	11,500	7,666.87	7,377.44	270.09	289.43	66.67%
	EZ Copy - copy cards for sale to patrons	-	0.00	0.00	0.00	0.00	
	Publications	1,100	268.82	268.82	319.93	0.00	24.44%
	Paper	700	388.53	388.53	0.00	0.00	55.50%
	Drinking Water Service	350	192.50	165.00	29.50	27.50	55.00%
	Other Office Supplies	10,000	7,439.40	6,759.82	793.68	679.58	74.39%
	Total Office Supply Expense - General Fund	35,650	22,477.85	21,319.11	2,977.78	1,158.74	63.05%
1800-07	ELLI Grant Supply Expense	500	255.71	255.71	0.00	0.00	
	Printing	2,000	1,141.50	1,141.50	0.00	0.00	
	Publications	2,500	449.92	449.92	0.00	0.00	
	Paper	-	0.00	0.00	0.00	0.00	
	Other Office Supplies	1,000	0.00	0.00	397.50	0.00	28.93%
1800-08	Total Adult Literacy Office Supply Expense	5,500	1,591.42	1,591.42	397.50	0.00	
1800-09	Supply Expense Families for Literacy	2,000	1,456.99	1,456.99	0.00	0.00	
	Total Office Expense	43,650	25,781.97	24,623.23	3,375.28	1,158.74	59.07%
1803-00	Postage Expense - General Fund	4,500	2,011.47	1,974.62	42.29	36.85	44.70%
1803-01	Postage Expense - LSCA II Grant	-	0.00	0.00	0.00	0.00	
1803-08	Postage Expense - Adult Literacy	100	37.00	37.00	0.00	0.00	37.00%
1803-09	Postage Expense - Families for Literacy	150	37.00	37.00	0.00	0.00	
	Total Postage Expense	4,750	2,085.47	2,048.62	42.29	36.85	43.90%

PLACENTIA LIBRARY DISTRICT  
EXPENDITURE REPORT FOR FUND 5071  
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OBJECT CODE	DESCRIPTION	FY2004-2005 BUDGETED	FY2004-2005 YTD	FY2003-2004 YTD	FY2004-2005 JAN 05	FY2003-2004 JAN 04	FY2004-2005 % EXP BUD
	Care Resources (Employee Assistance)	420	245.00	210.00	35.00	35.00	58.33%
	Pension Contribution & Operating Expenses	7,000	4,055.88	4,055.88	1,564.26	0.00	57.94%
	Anaheim Consortium Automated Library System	35,000	32,222.53	646.50	33,155.00	31,576.03	92.06%
	Library Board Consultants & Legal	10,000	19,214.35	18,314.35	0.00	900.00	
	Clipping Service	504	346.00	294.00	42.00	52.00	68.65%
	Interest Allocation & Tax Collection Charges by Orange County	9,500	7,387.68	7,330.95	71.28	56.73	77.77%
	Advertising (Including WEB Site)	2,000	1,367.50	1,352.50	515.00	15.00	68.38%
	Medical Exams	1,200	499.00	443.50	85.50	55.50	41.58%
	Collection Services - Accounts Receivable	2,800	1,326.11	1,181.02	143.20	145.09	47.36%
	Audit & Accounting Services	8,600	5,420.00	4,845.00	0.00	575.00	63.02%
	Payroll Preparation	3,600	1,814.91	1,508.41	402.28	306.50	50.41%
	Election Expenses	15,000	0.00	0.00	0.00	0.00	
	Staff Training in Library	3,500	0.00	0.00	375.00	0.00	
	Other (Includes Contract Storyteller)	15,000	9,844.04	8,044.04	585.00	1,800.00	65.63%
1900-00	Total Specialized Services - General Fund	114,124	83,743.00	48,226.15	36,973.52	35,516.85	73.38%
1900-01	Specialized Services - Spanish Literacy	3,000	933.68	579.86	0.00	353.82	
1900-07	Specialized Services - ELLI Grant	-	0.00	0.00	0.00	0.00	
1900-08	Specialized Services - Adult Literacy	5,000	3,860.00	3,860.00	431.92	0.00	77.20%
1900-09	Specialized Services - Families for Literacy	500	1,150.00	1,150.00	0.00	0.00	
1900-18	Tax Collection Services & Fees by Orange County	15,000	1,793.58	1,692.47	244.84	101.11	11.96%
	Total Specialized Services	137,624	91,480.26	55,508.48	37,650.28	35,971.78	66.47%
2000-00	Legal Notices - General Fund	650	192.24	192.24	2,376.00	0.00	29.58%
2000-01	Legal Notices - LSCA II Grant	-	0.00	0.00	0.00	0.00	
	Total Legal Notices	650	192.24	192.24	2,376.00	0.00	29.58%
2100-00	Rents/Leases-Equipment	700	559.74	504.92	0.00	54.82	

PLACENTIA LIBRARY DISTRICT  
EXPENDITURE REPORT FOR FUND 5071  
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February 22, 2005

OBJECT CODE	DESCRIPTION	FY2004-2005 BUDGETED	FY2004-2005 YTD	FY2003-2004 YTD	FY2004-2005 JAN 05	FY2003-2004 JAN 04	FY2004-2005 % EXP BUD
2200-00	Semi-Annual Bond Payment & Quarterly Energy Loan Payment	105,000	58,214.38	58,214.38	7,044.80	0.00	55.44%
2300-00	Small Tools/Instruments	-	0.00	0.00	0.00	0.00	
2400-00	Special Department Expense - Miscellaneous	-	0.00	0.00	0.00	0.00	
2400-01	Special Department Expense- Books	175,000	31,259.59	16,927.95	3,161.78	14,331.64	17.86%
2400-02	Special Department Expense - Video	-	2,710.79	2,694.56	88.71	16.23	
2400-03	Special Department Expense - Electronic	-	14,172.19	14,172.19	44.19	0.00	
2400-04	Special Department Expense - Periodicals	-	7,507.58	7,507.58	0.00	0.00	
2400-05	Special Department Expense - Audio	-	4,550.97	4,135.15	413.46	415.82	
2400-07	Special Department Expense - ELLI Grant	-	815.73	815.73	0.00	0.00	
2400-08	Special Department Expense - Adult Literacy	2,000	1,811.96	1,811.96	0.00	0.00	90.60%
2400-09	Special Department Expense - Families for Literacy	-	2,940.65	2,852.65	0.00	88.00	
	Total Special Department Expense	177,000	65,769.46	50,917.77	3,708.14	14,851.69	37.16%
2600-00	Transportation/Travel - General	-	0.00	0.00	0.00	0.00	
2700-00	Transportation/Travel - Meetings, Staff Out of Town	2,500	810.70	0.00	340.00	810.70	32.43%
2700-01	Transportation/Travel - Meetings, Staff Local	4,500	1,789.90	1,673.40	70.00	116.50	39.78%
2700-02	Transportation/Travel - Meetings, Board Out of Town	1,500	0.00	0.00	768.50	0.00	0.00%
2700-03	Transportation/Travel - Meetings, Board Local	750	1,020.00	1,020.00	0.00	0.00	136.00%
2700-04	Transportation/Travel - Meetings, LSCA II Grant	-	0.00	0.00	0.00	0.00	
2700-07	Transportation/Travel - Meetings, ELLI Grant	1,000	22.32	22.32	0.00	0.00	0.00%
2700-08	Transportation/Travel - Meetings - Adult Literacy	1,000	0.00	0.00	(319.40)	0.00	
2700-09	Transportation/Travel - Meetings - Families for Literacy	-	52.56	52.56	0.00	0.00	
	Total Transportation/Travel - Meetings	11,250	3,695.48	2,768.28	859.10	927.20	32.85%

PLACENTIA LIBRARY DISTRICT  
EXPENDITURE REPORT FOR FUND 5071  
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OBJECT CODE	DESCRIPTION	FY2004-2005 BUDGETED	FY2004-2005 YTD	FY2003-2004 YTD	FY2004-2005 JAN 05	FY2003-2004 JAN 04	FY2004-2005 % EXP BUD
2800-00	Electricity	72,000	28,448.85	25,497.87	6,334.08	2,950.98	39.51%
	Gas	4,200	1,639.39	1,639.39	1,331.36	0.00	39.03%
	Water	4,250	2,216.58	1,967.68	179.53	248.90	52.15%
	Total Utilities	80,450	32,304.82	29,104.94	7,844.97	3,199.88	40.16%
	TOTAL SUPPLIES & SERVICES	693,624	382,620.27	316,589.76	67,769.97	66,030.51	55.16%
3700-00	Taxes, Assessments (Sales Tax & Sewer Assessment)	6,000	5,725.84	2,535.84	0.00	3,190.00	95.43%
4000-00	Equipment - General Fund	20,000	23,954.73	20,712.89	1,934.92	3,241.84	119.77%
4000-07	Equipment - ELLI Grant	-	0.00	0.00	0.00	0.00	
4000-08	Equipment - Adult Literacy	-	0.00	0.00	0.00	0.00	
4000-09	Equipment - Families for Literacy	-	0.00	0.00	0.00	0.00	
4000-11	Equipment - County Assigned Fund	-	0.00	0.00	0.00	0.00	
	Total Equipment	20,000	23,954.73	20,712.89	1,934.92	3,241.84	119.77%
4200-00	Structures/Improvements	20,352	0.00	0.00	0.00	0.00	
	TOTAL EQUIPMENT EXPENSE	40,352	23,954.73	20,712.89	1,934.92	3,241.84	59.36%
5200	PROVISION FOR CONTINGENCIES	-	0.00	0.00	0.00	0.00	
5600	INVESTMENT POOL LOSS	-	0.00	0.00	0.00	0.00	
	TOTAL EXPENSES	1,722,409	936,098.63	797,647.29	143,408.89	138,451.34	54.35%
	ELLI Grant Summary Object Code 07	1,500	1,094	1,094	0	0	1.99
	CLC Summary Object Code 08	3,150	8,345	8,280	638	65	
	FFL Grant Summary Object Code 09	3,000	5,935	5,847	0	88	
	TOTAL LITERACY (Excluding Personnel)	21,050	15,374	15,221	638	153	

2:54 PM  
02/14/05  
Accrual Basis

**Placentia Library District**  
**Balance Sheet**  
As of January 31, 2005

	<u>Jan 31, 05</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
County Exempt - Checking	698.69
County Exempt - Savings	7,689.51
General Fund - Checking	8,014.16
General Fund - Savings	24,921.85
Literacy Fund - Savings	9,574.96
Payroll Checking - Wells Fargo	7,497.44
Payroll Checking (CDs)	
0028205565	21,830.67
0028205573	21,830.67
Total Payroll Checking (CDs)	<u>43,661.34</u>
Total Checking/Savings	<u>102,057.95</u>
Total Current Assets	<u>102,057.95</u>
<b>TOTAL ASSETS</b>	<u><u>102,057.95</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
Retained Earnings	30,767.34
Total Capital	68,809.21
Net Income	2,481.40
Total Equity	<u>102,057.95</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>102,057.95</u></u>

**Placentia Library District  
Reconciliation Detail  
County Exempt - Checking, Period Ending 01/31/2005**

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						1,401.04
<b>Cleared Transactions</b>						
<b>Checks and Payments - 42 Items</b>						
Check	12/28/2004	5393	Passport Services	X	-55.00	-55.00
Check	12/29/2004	5394	Passport Services	X	-40.00	-95.00
Check	12/30/2004	5395	Passport Services	X	-55.00	-150.00
Check	1/3/2005	5397	Passport Services	X	-55.00	-205.00
Check	1/3/2005	5398	Passport Services	X	-55.00	-260.00
Check	1/4/2005	5399	Passport Services	X	-115.00	-375.00
Check	1/4/2005	5400	Passport Services	X	-55.00	-430.00
Check	1/5/2005	5401	Passport Services	X	-55.00	-485.00
Check	1/5/2005	5402	Passport Services	X	-55.00	-540.00
Check	1/6/2005	5406	Passport Services	X	-100.00	-640.00
Check	1/6/2005	5405	Passport Services	X	-115.00	-755.00
Check	1/6/2005	5409	Passport Services	X	-110.00	-865.00
Check	1/6/2005	5403	Passport Services	X	-55.00	-920.00
Check	1/6/2005	5407	Passport Services	X	-100.00	-1,020.00
Check	1/6/2005	5408	Passport Services	X	-55.00	-1,075.00
Check	1/6/2005	5404	Passport Services	X	-55.00	-1,130.00
Check	1/8/2005	5412	Passport Services	X	-115.00	-1,245.00
Check	1/8/2005	5411	Passport Services	X	-230.00	-1,475.00
Check	1/10/2005	5416	Passport Services	X	-110.00	-1,585.00
Check	1/10/2005	5415	Passport Services	X	-55.00	-1,640.00
Check	1/10/2005	5414	Passport Services	X	-55.00	-1,695.00
Check	1/10/2005	5413	Passport Services	X	-110.00	-1,805.00
Check	1/11/2005	5418	Passport Services	X	-55.00	-1,860.00
Check	1/11/2005	5417	Passport Services	X	-40.00	-1,900.00
Check	1/12/2005	5419	Passport Services	X	-80.00	-1,980.00
Check	1/12/2005	5420	Passport Services	X	-115.00	-2,095.00
Check	1/15/2005	5426	Passport Services	X	-110.00	-2,205.00
Check	1/15/2005	5425	Passport Services	X	-13.65	-2,218.65
Check	1/15/2005	5424	Passport Services	X	-110.00	-2,328.65
Check	1/15/2005	5427	Passport Services	X	-55.00	-2,383.65
Check	1/18/2005	5429	Passport Services	X	-55.00	-2,438.65
Check	1/18/2005	5428	Orchid Affair	X	-61.50	-2,500.15
Check	1/19/2005	5431	Passport Services	X	-55.00	-2,555.15
Check	1/19/2005	5430	Passport Services	X	-230.00	-2,785.15
Check	1/20/2005	5432	Passport Services	X	-115.00	-2,900.15
Check	1/22/2005	5434	Passport Services	X	-110.00	-3,010.15
Check	1/22/2005	5433	Passport Services	X	-55.00	-3,065.15
Check	1/22/2005	5435	Passport Services	X	-55.00	-3,120.15
Check	1/24/2005	5436	Passport Services	X	-40.00	-3,160.15
Check	1/25/2005	5437	Passport Services	X	-200.00	-3,360.15
Check	1/31/2005			X	-11.00	-3,371.15
Check	2/9/2005	5410	US Postmaster Pla...	X	-37.00	-3,408.15
<b>Total Checks and Payments</b>					<b>-3,408.15</b>	<b>-3,408.15</b>
<b>Deposits and Credits - 21 Items</b>						
Deposit	1/3/2005			X	55.00	55.00
Deposit	1/5/2005			X	110.00	165.00
Deposit	1/6/2005			X	55.00	220.00
Deposit	1/10/2005			X	115.00	335.00
Deposit	1/10/2005			X	500.00	835.00
Deposit	1/11/2005			X	422.19	1,257.19
Deposit	1/11/2005			X	220.00	1,477.19
Check	1/15/2005	5423	Passport Services	X	0.00	1,477.19
Check	1/15/2005	5422	Passport Services	X	0.00	1,477.19
Check	1/15/2005	5421	Passport Services	X	0.00	1,477.19
Deposit	1/16/2005			X	120.00	1,597.19
Deposit	1/16/2005			X	55.00	1,652.19
Deposit	1/18/2005			X	1,221.96	2,874.15
Deposit	1/20/2005			X	55.00	2,929.15
Deposit	1/25/2005			X	240.00	3,169.15
Deposit	1/27/2005			X	110.00	3,279.15
Deposit	1/27/2005			X	175.00	3,454.15
Check	1/31/2005		Bank of the West	X	0.00	3,454.15
Deposit	1/31/2005			X	110.00	3,564.15

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## Placentia Library District Reconciliation Detail

County Exempt - Checking, Period Ending 01/31/2005

Type	Date	Num	Name	Cir	Amount	Balance
Deposit	1/31/2005			X	170.00	3,734.15
Deposit	1/31/2005			X	55.00	3,789.15
Total Deposits and Credits					3,789.15	3,789.15
Total Cleared Transactions					381.00	381.00
Cleared Balance					381.00	1,782.04
<b>Uncleared Transactions</b>						
<b>Checks and Payments - 18 Items</b>						
Check	11/8/2003	4698	Passport Services		-110.00	-110.00
Check	12/27/2004		Wells Fargo Bank		-5.00	-115.00
Check	12/30/2004	5396	Frederick Henry Bur...		-13.35	-128.35
Check	1/27/2005	5444	Passport Services		-55.00	-183.35
Check	1/27/2005	5443	Passport Services		-55.00	-238.35
Check	1/27/2005	5438	Passport Services		-115.00	-353.35
Check	1/27/2005	5439	Passport Services		-55.00	-408.35
Check	1/27/2005	5440	Passport Services		-55.00	-463.35
Check	1/27/2005	5442	Passport Services		-55.00	-518.35
Check	1/27/2005	5441	Passport Services		-55.00	-573.35
Check	1/29/2005	5445	Passport Services		-115.00	-688.35
Check	1/29/2005	5446	Passport Services		-55.00	-743.35
Check	1/29/2005	5448	Passport Services		-55.00	-798.35
Check	1/29/2005	5447	Passport Services		-55.00	-853.35
Check	1/30/2005	5449	Passport Services		-80.00	-933.35
Check	1/30/2005	5450	Passport Services		-55.00	-988.35
Check	1/31/2005	5452	Passport Services		-40.00	-1,028.35
Check	1/31/2005	5451	Passport Services		-55.00	-1,083.35
Total Checks and Payments					-1,083.35	-1,083.35
Total Uncleared Transactions					-1,083.35	-1,083.35
Register Balance as of 01/31/2005					-702.35	698.69
<b>New Transactions</b>						
<b>Checks and Payments - 14 Items</b>						
Check	2/1/2005	5456	Passport Services		-230.00	-230.00
Check	2/1/2005	5454	Passport Services		-55.00	-285.00
Check	2/1/2005	5453	Passport Services		-55.00	-340.00
Check	2/1/2005	5455	Passport Services		-80.00	-420.00
Check	2/2/2005	5457	Passport Services		-55.00	-475.00
Check	2/2/2005	5458	Passport Services		-55.00	-530.00
Check	2/3/2005	5459	Passport Services		-40.00	-570.00
Check	2/6/2005	5460	Passport Services		-55.00	-625.00
Check	2/7/2005	5462	Passport Services		-55.00	-680.00
Check	2/7/2005	5461	Passport Services		-55.00	-735.00
Check	2/7/2005	5463	Passport Services		-55.00	-790.00
Check	2/9/2005	5466	RealSantas.com		-431.00	-1,221.00
Check	2/9/2005	5465	Passport Services		-40.00	-1,261.00
Check	2/9/2005	5464	Passport Services		-55.00	-1,316.00
Total Checks and Payments					-1,316.00	-1,316.00
<b>Deposits and Credits - 5 Items</b>						
Deposit	2/3/2005				55.00	55.00
Deposit	2/3/2005				1,150.00	1,205.00
Deposit	2/7/2005				55.00	1,260.00
Deposit	2/7/2005				19.94	1,279.94
Deposit	2/9/2005				55.00	1,334.94
Total Deposits and Credits					1,334.94	1,334.94
Total New Transactions					18.94	18.94
Ending Balance					-683.41	717.63

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**Placentia Library District  
Reconciliation Detail  
County Exempt - Savings, Period Ending 01/31/2005**

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						6,923.85
<b>Cleared Transactions</b>						
<b>Checks and Payments - 1 Item</b>						
Check	1/11/2005	1534	Greg's Carpet & Up...	X	-155.52	-155.52
<b>Total Checks and Payments</b>					-155.52	-155.52
<b>Deposits and Credits - 14 Items</b>						
Deposit	1/5/2005			X	19.94	19.94
Deposit	1/6/2005			X	35.00	54.94
Deposit	1/10/2005			X	105.00	159.94
Deposit	1/10/2005			X	385.00	544.94
Deposit	1/10/2005			X	19.94	564.88
Deposit	1/11/2005			X	35.00	599.88
Deposit	1/16/2005			X	170.00	769.88
Deposit	1/16/2005			X	30.00	799.88
Deposit	1/18/2005			X	65.00	864.88
Deposit	1/24/2005			X	109.94	974.82
Deposit	1/27/2005			X	30.00	1,004.82
Deposit	1/31/2005			X	35.00	1,039.82
Deposit	1/31/2005			X	35.00	1,074.82
Deposit	1/31/2005			X	1.88	1,076.70
<b>Total Deposits and Credits</b>					1,076.70	1,076.70
<b>Total Cleared Transactions</b>					921.18	921.18
<b>Cleared Balance</b>					921.18	7,845.03
<b>Uncleared Transactions</b>						
<b>Checks and Payments - 1 Item</b>						
Check	1/31/2005	1535	Greg's Carpet & Up...		-155.52	-155.52
<b>Total Checks and Payments</b>					-155.52	-155.52
<b>Total Uncleared Transactions</b>					-155.52	-155.52
<b>Register Balance as of 01/31/2005</b>					765.66	7,689.51
<b>New Transactions</b>						
<b>Deposits and Credits - 3 Items</b>						
Deposit	2/1/2005				630.00	630.00
Deposit	2/1/2005				30.00	660.00
Deposit	2/3/2005				30.00	690.00
<b>Total Deposits and Credits</b>					690.00	690.00
<b>Total New Transactions</b>					690.00	690.00
<b>Ending Balance</b>					1,455.66	8,379.51

*2000  
2/9/2005*



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**Placentia Library District  
Reconciliation Detail**  
General Fund - Checking, Period Ending 01/31/2005

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						8,429.19
<b>Cleared Transactions</b>						
<b>Checks and Payments - 14 Items</b>						
Check	11/4/2004	4971	ISDOC	X	-36.00	-36.00
Check	1/3/2005	5008	Foto Hall	X	-676.82	-712.82
Check	1/3/2005		Bank of the West	X	-97.04	-809.86
Check	1/4/2005		Bank of the West	X	-1.90	-811.76
Check	1/10/2005	5014	Placentia Library Di...	X	-1,415.85	-2,227.61
Check	1/10/2005	5010	Placentia Library Di...	X	-500.00	-2,727.61
Check	1/10/2005	5012	Placentia Library Di...	X	-35.00	-2,762.61
Check	1/10/2005	5013	Placentia Library Di...	X	-422.19	-3,184.80
Check	1/12/2005	5016	Sam's Club	X	-56.62	-3,241.42
Check	1/12/2005	5015	Rembrandt's Beauti...	X	-20.00	-3,261.42
Check	1/17/2005	5017	Placentia Library Di...	X	-1,221.96	-4,483.38
Check	1/19/2005	5019	Rembrandt's Beauti...	X	-20.00	-4,503.38
Check	1/21/2005		Bank of the West	X	-4.50	-4,507.88
Check	1/27/2005	5024	Placentia Chamber ...	X	-50.00	-4,557.88
<b>Total Checks and Payments</b>					<b>-4,557.88</b>	<b>-4,557.88</b>
<b>Deposits and Credits - 37 Items</b>						
Deposit	1/4/2005			X	9.40	9.40
Deposit	1/4/2005			X	313.50	322.90
Deposit	1/5/2005			X	281.40	604.30
Deposit	1/6/2005			X	9.60	613.90
Deposit	1/6/2005			X	117.20	731.10
Deposit	1/7/2005			X	182.40	913.50
Deposit	1/10/2005			X	423.58	1,337.08
Deposit	1/10/2005			X	469.00	1,806.08
Deposit	1/10/2005			X	71.96	1,878.04
Deposit	1/11/2005			X	310.00	2,188.04
Deposit	1/11/2005			X	1,954.29	4,142.33
Deposit	1/12/2005			X	333.40	4,475.73
Deposit	1/13/2005			X	77.72	4,553.45
Deposit	1/13/2005			X	67.20	4,620.65
Deposit	1/14/2005			X	87.00	4,707.65
Deposit	1/14/2005			X	62.80	4,770.45
Deposit	1/18/2005			X	50.00	4,820.45
Deposit	1/18/2005			X	4.37	4,824.82
Deposit	1/18/2005			X	295.90	5,120.72
Deposit	1/18/2005			X	15.40	5,136.12
Deposit	1/19/2005			X	172.00	5,308.12
Check	1/19/2005	5018	Rembrandt's Beauti...	X	0.00	5,308.12
Deposit	1/19/2005			X	534.66	5,842.78
Deposit	1/20/2005			X	176.43	6,019.21
Deposit	1/21/2005			X	226.00	6,245.21
Deposit	1/24/2005			X	226.00	6,471.21
Deposit	1/24/2005			X	11.66	6,482.87
Deposit	1/24/2005			X	60.23	6,543.10
Deposit	1/24/2005			X	220.00	6,763.10
Deposit	1/25/2005			X	40.00	6,803.10
Deposit	1/26/2005			X	196.24	6,999.34
Deposit	1/27/2005			X	87.00	7,086.34
Deposit	1/28/2005			X	219.00	7,305.34
Deposit	1/28/2005			X	29.14	7,334.48
Deposit	1/31/2005			X	13.99	7,348.47
Deposit	1/31/2005			X	376.00	7,724.47
Deposit	1/31/2005			X	409.00	8,133.47
<b>Total Deposits and Credits</b>					<b>8,133.47</b>	<b>8,133.47</b>
<b>Total Cleared Transactions</b>					<b>3,575.59</b>	<b>3,575.59</b>
<b>Cleared Balance</b>					<b>3,575.59</b>	<b>12,004.78</b>

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**Placentia Library District  
Reconciliation Detail  
General Fund - Checking, Period Ending 01/31/2005**

Type	Date	Num	Name	Clr	Amount	Balance
<b>Uncleared Transactions</b>						
<b>Checks and Payments - 6 Items</b>						
Check	1/6/2005	5009	Postmaster		-37.00	-37.00
Check	1/20/2005	5020	Association of Fund...		-60.00	-97.00
Check	1/23/2005	5021	CSDA		-185.00	-282.00
Check	1/24/2005	5022	CALTAC		-78.00	-360.00
Check	1/26/2005	5023	State Board of Equ...		-3,191.00	-3,551.00
Check	1/27/2005	5025	Bed Broker		-439.62	-3,990.62
Total Checks and Payments					-3,990.62	-3,990.62
<b>Deposits and Credits - 1 Item</b>						
Check	10/14/2004	4955	Wal Mart			0.00
Total Deposits and Credits					0.00	0.00
Total Uncleared Transactions					-3,990.62	-3,990.62
Register Balance as of 01/31/2005					-415.03	8,014.16
<b>New Transactions</b>						
<b>Checks and Payments - 3 Items</b>						
Check	2/2/2005	5026	Rembrandt's Beauti...		-20.00	-20.00
Check	2/3/2005	5027	Placentia Library Di...		-1,150.00	-1,170.00
Check	2/9/2005	5029	Rembrandt's Beauti...		-20.00	-1,190.00
Total Checks and Payments					-1,190.00	-1,190.00
<b>Deposits and Credits - 2 Items</b>						
Check	2/7/2005	5028	Office Max			0.00
Deposit	2/9/2005				469.00	469.00
Total Deposits and Credits					469.00	469.00
Total New Transactions					-721.00	-721.00
Ending Balance					<u>-1,136.03</u>	<u>7,293.16</u>

*2005  
2/9/2005*

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**Placentia Library District  
Reconciliation Detail**  
General Fund - Savings, Period Ending 01/31/2005

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						20,935.13
<b>Cleared Transactions</b>						
<b>Checks and Payments - 3 Items</b>						
Check	1/10/2005	1246	Orange County Aud...	X	-18,641.73	-18,641.73
Check	1/21/2005		Bank of the West	X	-30.00	-18,671.73
Check	1/21/2005		Bank of the West	X	-4.00	-18,675.73
<b>Total Checks and Payments</b>					-18,675.73	-18,675.73
<b>Deposits and Credits - 33 Items</b>						
Deposit	1/3/2005			X	447.94	447.94
Deposit	1/5/2005			X	367.85	815.79
Deposit	1/5/2005			X	612.55	1,428.34
Deposit	1/6/2005			X	556.70	1,985.04
Deposit	1/10/2005			X	1,317.30	3,302.34
Deposit	1/10/2005			X	435.00	3,737.34
Deposit	1/10/2005			X	426.27	4,163.61
Deposit	1/11/2005			X	370.42	4,534.03
Deposit	1/11/2005			X	4,213.86	8,747.89
Deposit	1/13/2005			X	1,415.85	10,163.74
Deposit	1/16/2005			X	410.48	10,574.22
Deposit	1/16/2005			X	440.90	11,015.12
Deposit	1/16/2005			X	768.29	11,783.41
Deposit	1/16/2005			X	191.40	11,974.81
Deposit	1/16/2005			X	890.00	12,864.81
Deposit	1/16/2005			X	43.40	12,908.21
Deposit	1/18/2005			X	433.00	13,341.21
Deposit	1/18/2005			X	844.39	14,185.60
Deposit	1/20/2005			X	308.70	14,494.30
Deposit	1/20/2005			X	8.45	14,502.75
Deposit	1/20/2005			X	404.95	14,907.70
Deposit	1/23/2005			X	742.00	15,649.70
Deposit	1/23/2005			X	763.65	16,413.35
Deposit	1/23/2005			X	1,000.00	17,413.35
Deposit	1/24/2005			X	727.80	18,141.15
Deposit	1/24/2005			X	411.55	18,552.70
Deposit	1/25/2005			X	432.15	18,984.85
Deposit	1/26/2005			X	698.55	19,683.40
Deposit	1/27/2005			X	584.90	20,268.30
Deposit	1/31/2005			X	876.90	21,145.20
Deposit	1/31/2005			X	720.00	21,865.20
Deposit	1/31/2005			X	790.40	22,655.60
Deposit	1/31/2005			X	6.85	22,662.45
<b>Total Deposits and Credits</b>					22,662.45	22,662.45
<b>Total Cleared Transactions</b>					3,986.72	3,986.72
<b>Cleared Balance</b>					3,986.72	24,921.85
<b>Register Balance as of 01/31/2005</b>					3,986.72	24,921.85
<b>New Transactions</b>						
<b>Checks and Payments - 1 Item</b>						
Check	2/7/2005	1247	Orange County Aud...		-50,999.09	-50,999.09
<b>Total Checks and Payments</b>					-50,999.09	-50,999.09

**Placentia Library District  
Reconciliation Detail  
General Fund - Savings, Period Ending 01/31/2005**

Type	Date	Num	Name	Cir	Amount	Balance
<b>Deposits and Credits - 8 Items</b>						
Deposit	2/1/2005				513.00	513.00
Deposit	2/2/2005				474.05	987.05
Deposit	2/3/2005				29,191.00	30,178.05
Deposit	2/3/2005				661.35	30,839.40
Deposit	2/7/2005				526.90	31,366.30
Deposit	2/7/2005				772.70	32,139.00
Deposit	2/7/2005				376.55	32,515.55
Deposit	2/9/2005				618.65	33,134.20
Total Deposits and Credits					33,134.20	33,134.20
Total New Transactions					-17,864.89	-17,864.89
<b>Ending Balance</b>					<b>-13,878.17</b>	<b>7,056.96</b>

*2005  
2/8/2005*

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**Placentia Library District  
Reconciliation Detail**  
Literacy Fund - Savings, Period Ending 01/31/2005

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Clr</u>	<u>Amount</u>	<u>Balance</u>
Beginning Balance						9,572.52
Cleared Transactions						
Deposits and Credits - 1 Item						
Deposit	1/31/2005			X	2.44	2.44
Total Deposits and Credits					<u>2.44</u>	<u>2.44</u>
Total Cleared Transactions					<u>2.44</u>	<u>2.44</u>
Cleared Balance					<u>2.44</u>	<u>9,574.96</u>
Register Balance as of 01/31/2005					<u>2.44</u>	<u>9,574.96</u>
Ending Balance					<u><u>2.44</u></u>	<u><u>9,574.96</u></u>

*2000/15  
2/9/2005*

**Placentia Library District  
Reconciliation Detail  
Payroll Checking - Wells Fargo, Period Ending 01/31/2005**

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						46,831.44
<b>Cleared Transactions</b>						
<b>Checks and Payments - 63 Items</b>						
Check	8/25/2004	4380	Angie-An Mal	X	-30.80	-30.80
Check	12/15/2004	4739	Christina Perez	X	-239.27	-270.07
Check	12/15/2004	4737	Ryan Lighthill	X	-123.20	-393.27
Check	12/15/2004	4729	Terrie Loewer	X	-63.78	-457.05
Check	12/29/2004	4757	Esther P. Guzman	X	-301.73	-758.78
Check	12/29/2004	4758	Joyce G. Hampton	X	-337.36	-1,096.14
Check	12/29/2004	4759	Alexander Hernandez	X	-453.84	-1,549.98
Check	12/29/2004	4769	Beatrice V. Quintanar	X	-328.80	-1,878.78
Check	12/29/2004	4772	Lena Rodriguez	X	-110.22	-1,989.00
Check	12/29/2004	4773	Mauricio Rojas	X	-57.07	-2,046.07
Check	12/29/2004	4781	Angelica Alatorre	X	-258.71	-2,304.78
Check	12/29/2004	4782	Kamala Connors	X	-360.17	-2,664.95
Check	12/29/2004	4783	Shannon Ford	X	-103.57	-2,768.52
Check	12/29/2004	4785	Melissa Manzanarez	X	-52.36	-2,820.88
Check	12/29/2004	4787	Melissa Porter	X	-148.89	-2,969.77
Check	12/29/2004	4789	Evelyn Soqui	X	-119.90	-3,089.67
Check	12/29/2004	4790	Sothavy Ton	X	-113.96	-3,203.63
Check	12/29/2004	4792	Placentia Library Di...	X	-19.94	-3,223.57
Check	12/29/2004	4793	Nationwide Retirem...	X	-1,835.76	-5,059.33
Check	12/29/2004	4752	Gail Erwin	X	-126.32	-5,185.65
Check	12/29/2004		Paychex	X	-19,185.67	-24,371.32
Check	12/29/2004		Paychex	X	-8,591.61	-32,962.93
Check	12/29/2004	4747	Lynn Baden	X	-134.70	-33,097.63
Check	12/29/2004	4748	Gary Bell	X	-1,410.92	-34,508.55
Check	12/29/2004	4749	Dorothy J. Cummings	X	-249.92	-34,758.47
Check	12/29/2004	4750	Jesus Diaz	X	-588.77	-35,347.24
Check	12/29/2004	4751	Diane Eddington	X	-134.98	-35,482.22
Check	12/29/2004	4788	Hilda Rivera	X	-564.05	-36,046.27
Check	1/12/2005		Paychex	X	-18,456.87	-54,503.14
Check	1/12/2005		Paychex	X	-8,784.33	-63,287.47
Check	1/12/2005	4794	Lynn Baden	X	-138.90	-63,426.37
Check	1/12/2005	4795	Gary Bell	X	-1,412.46	-64,838.83
Check	1/12/2005	4796	Dorothy J. Cummings	X	-80.51	-64,919.34
Check	1/12/2005	4797	Jesus Diaz	X	-663.37	-65,582.71
Check	1/12/2005	4798	Gail Erwin	X	-65.25	-65,647.96
Check	1/12/2005	4802	Esther P. Guzman	X	-278.45	-65,926.41
Check	1/12/2005	4803	Joyce G. Hampton	X	-337.74	-66,264.15
Check	1/12/2005	4804	Alexander Hernandez	X	-371.70	-66,635.85
Check	1/12/2005	4811	Beatrice V. Quintanar	X	-321.03	-66,956.88
Check	1/12/2005	4814	Lena Rodriguez	X	-110.25	-67,067.13
Check	1/12/2005	4815	Mauricio Rojas	X	-160.51	-67,227.64
Check	1/12/2005	4824	Angelica Alatorre	X	-246.39	-67,474.03
Check	1/12/2005	4825	Shannon Ford	X	-117.23	-67,591.26
Check	1/12/2005	4826	Melissa Porter	X	-123.00	-67,714.26
Check	1/12/2005	4827	Hilda Rivera	X	-493.01	-68,207.27
Check	1/12/2005	4828	Evelyn Soqui	X	-228.45	-68,435.72
Check	1/12/2005	4829	Sothavy Ton	X	-129.36	-68,565.08
Check	1/12/2005	4830	Orange County Aud...	X	-240.00	-68,805.08
Check	1/12/2005	4831	Placentia Library Di...	X	-19.94	-68,825.02
Check	1/12/2005	4832	Nationwide Retirem...	X	-1,835.76	-70,660.78
Check	1/26/2005	4864	Shannon Ford	X	-64.68	-70,725.46
Check	1/26/2005	4866	Melissa Porter	X	-194.21	-70,919.67
Check	1/26/2005	4843	Alexander Hernandez	X	-354.99	-71,274.66
Check	1/26/2005	4867	Hilda Rivera	X	-421.16	-71,695.82
Check	1/26/2005	4868	Evelyn Soqui	X	-395.70	-72,091.52
Check	1/26/2005	4836	Gail Erwin	X	-126.35	-72,217.87
Check	1/26/2005	4870	Sothavy Ton	X	-129.36	-72,347.23
Check	1/26/2005	4834	Dorothy J. Cummings	X	-172.60	-72,519.83
Check	1/26/2005	4833	Gary Bell	X	-1,412.46	-73,932.29
Check	1/26/2005		Paychex	X	-8,913.74	-82,846.03
Check	1/26/2005	4871	Orange County Aud...	X	-267.00	-83,113.03
Check	1/26/2005	4872	Placentia Library Di...	X	-19.94	-83,132.97
Check	1/26/2005		Paychex	X	-18,310.07	-101,443.04
<b>Total Checks and Payments</b>					<b>-101,443.04</b>	<b>-101,443.04</b>

**Placentia Library District  
Reconciliation Detail**  
Payroll Checking - Wells Fargo, Period Ending 01/31/2005

Type	Date	Num	Name	Clr	Amount	Balance
<b>Deposits and Credits - 5 Items</b>						
Deposit	1/5/2005			X	33,632.62	33,632.62
Deposit	1/19/2005			X	33,247.27	66,879.89
Check	1/26/2005	4855	Mauricio Rojas	X	0.00	66,879.89
Check	2/3/2005	2038	Mauricio Rojas	X	0.00	66,879.89
Check	2/9/2005	4885	Joyce G. Hampton	X	0.00	66,879.89
Total Deposits and Credits					66,879.89	66,879.89
Total Cleared Transactions					-34,563.15	-34,563.15
Cleared Balance					-34,563.15	12,268.29
<b>Uncleared Transactions</b>						
<b>Checks and Payments - 14 Items</b>						
Check	11/3/2004	4562	Diane Eddington		-67.49	-67.49
Check	11/17/2004	4644	Hubert Chim		-95.24	-162.73
Check	12/29/2004	4786	Christina Perez		-61.59	-224.32
Check	12/29/2004	4784	Ryan Lighthill		-61.59	-285.91
Check	1/26/2005	4850	Margaret Puentes		-42.52	-328.43
Check	1/26/2005	4842	Joyce G. Hampton		-258.93	-587.36
Check	1/26/2005	4841	Esther P. Guzman		-278.45	-865.81
Check	1/26/2005	4835	Jesus Diaz		-527.00	-1,392.81
Check	1/26/2005	4873	Nationwide Retirem...		-1,855.76	-3,248.57
Check	1/26/2005	4869	Din Thong		-700.33	-3,948.90
Check	1/26/2005	4865	Angie-An Mai		-117.03	-4,065.93
Check	1/26/2005	4851	Beatrice V. Quintanar		-323.65	-4,389.58
Check	1/26/2005	4863	Angelica Alatorre		-271.02	-4,660.60
Check	1/26/2005	4854	Lena Rodriguez		-110.25	-4,770.85
Total Checks and Payments					-4,770.85	-4,770.85
Total Uncleared Transactions					-4,770.85	-4,770.85
Register Balance as of 01/31/2005					-39,334.00	7,497.44
<b>New Transactions</b>						
<b>Checks and Payments - 29 Items</b>						
Check	2/3/2005	2039	Mauricio Rojas		-57.07	-57.07
Check	2/3/2005		Wells Fargo Bank		-25.00	-82.07
Check	2/9/2005	4874	Gary Bell		-1,412.46	-1,494.53
Check	2/9/2005	4875	Dorothy J. Cummings		-275.74	-1,770.27
Check	2/9/2005	4876	Joy Di Loreto		-485.33	-2,255.60
Check	2/9/2005	4877	Jesus Diaz		-511.05	-2,766.65
Check	2/9/2005	4883	Esther P. Guzman		-278.45	-3,045.10
Check	2/9/2005	4884	Joyce G. Hampton		-219.52	-3,264.62
Check	2/9/2005	4886	Alexander Hernandez		-343.83	-3,608.45
Check	2/9/2005	4893	Beatrice V. Quintanar		-305.28	-3,913.73
Check	2/9/2005	4896	Lena Rodriguez		-110.25	-4,023.98
Check	2/9/2005	4897	Mauricio Rojas		-427.82	-4,451.80
Check	2/9/2005	4906	Angelica Alatorre		-147.84	-4,599.64
Check	2/9/2005	4907	Kamala Connors		-24.64	-4,624.28
Check	2/9/2005	4908	Shannon Ford		-373.08	-4,997.36
Check	2/9/2005	4909	Ryan Lighthill		-98.55	-5,095.91
Check	2/9/2005	4910	Angie-An Mai		-277.19	-5,373.10
Check	2/9/2005	4911	Melissa Manzanarez		-86.24	-5,459.34
Check	2/9/2005	4912	Melissa Porter		-142.42	-5,601.76
Check	2/9/2005	4913	Hilda Rivera		-421.16	-6,022.92
Check	2/9/2005	4914	Evelyn Soqui		-335.39	-6,358.31
Check	2/9/2005	4915	Din Thong		-585.37	-6,943.68
Check	2/9/2005	4916	Ton Sothavy		-123.20	-7,066.88
Check	2/9/2005	4917	Orange County Aud...		-267.00	-7,333.88
Check	2/9/2005	4918	Placentia Library Di...		-19.94	-7,353.82
Check	2/9/2005	4919	Nationwide Retirem...		-1,938.45	-9,292.27
Check	2/9/2005	4878	Gail Erwin		-126.35	-9,418.62

9:59 AM  
02/14/05

**Placentia Library District**  
**Reconciliation Detail**  
Payroll Checking - Wells Fargo, Period Ending 01/31/2005

Type	Date	Num	Name	Clr	Amount	Balance
Check	2/9/2005		Paychex		-9,181.53	-18,600.15
Check	2/9/2005		Paychex		-18,314.10	-36,914.25
Total Checks and Payments					-36,914.25	-36,914.25
<b>Deposits and Credits - 2 items</b>						
Deposit	2/2/2005				34,840.84	34,840.84
Deposit	2/16/2005				33,247.27	68,088.11
Total Deposits and Credits					68,088.11	68,088.11
Total New Transactions					31,173.86	31,173.86
Ending Balance					-8,160.14	38,671.30

*2/14/05*



ACQUISITIONS REPORT FOR THE MONTH OF JANUARY 2005  
Prepared by Julie Shook, Technical Services Manager

	GENERAL FUND			ADOPT-A-BOOK			TOTAL PURCHASED			DONATED			TOTAL ITEMS		
	Amount	Volumes	Titles	Amount	Volumes	Titles	Amount	Volumes	Titles	Value	Volumes	Titles	Amount	Volumes	Titles
Adult Fiction	2,572.35	181	165	0.00	0	0	2,572.35	181	165	115.95	6	6	2,688.30	187	171
Adult Circulating Non-Fiction	4,911.14	231	226	0.00	0	0	4,911.14	231	226	142.75	7	7	5,053.89	238	233
Adult Reference	2,070.29	53	25	0.00	0	0	2,070.29	53	23	49.50	4	4	2,119.79	57	27
Adult Print Continuations	76.00	1	1	0.00	0	0	76.00	1	1	0.00	0	0	76.00	1	1
Adult Electronic Continuations	44.19	3	3	0.00	0	0	44.19	3	3	0.00	0	0	44.19	3	3
Total Adult Non-Fiction	7,101.62	288	253	0.00	0	0	7,101.62	288	253	192.25	11	11	7,293.87	299	264
TOTAL ADULT PRINT MATERIALS	9,673.97	469	418	0.00	0	0	9,673.97	469	418	508.20	17	17	9,982.17	486	435
Adult Audio/Music	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Adult Audio Books	1,479.27	28	28	0.00	0	0	1,479.27	28	28	88.00	1	1	1,567.27	29	29
Total Adult Audio	1,479.27	28	28	0.00	0	0	1,479.27	28	28	88.00	1	1	1,567.27	29	29
Adult Video Educational	0.00	0	0	0.00	0	0	0.00	0	0	50.00	3	3	50.00	3	3
Adult Video Entertainment	25.24	1	1	0.00	0	0	25.24	1	1	1,260.00	63	63	1,285.24	64	64
Total Adult Video	25.24	1	1	0.00	0	0	25.24	1	1	1,310.00	66	66	1,335.24	67	67
Adult Computer Software	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
TOTAL ADULT NON-PRINT MATERIALS	1,504.51	29	29	0.00	0	0	1,504.51	29	29	1,398.00	67	67	2,902.51	96	96
TOTAL ADULT MATERIALS	11,178.48	498	447	0.00	0	0	11,178.48	498	447	1,706.20	84	84	12,884.68	582	531
Juvenile Fiction	270.91	45	27	0.00	0	0	270.91	45	27	0.00	0	0	270.91	45	27
Juvenile Circulating Non-Fiction	0.00	0	0	30.47	3	3	30.47	3	3	0.00	0	0	30.47	3	3
Juvenile Reference	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Juvenile Print Continuations	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Juvenile Electronic Continuations	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Total Juvenile Non-Fiction	0.00	0	0	30.47	3	3	30.47	3	3	0.00	0	0	30.47	3	3
TOTAL JUVENILE PRINT MATERIALS	270.91	45	27	30.47	3	3	301.38	48	30	0.00	0	0	301.38	48	30
Juvenile Audio/Music	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Juvenile Audio Books	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Total Juvenile Audio	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Juvenile Video Educational	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Juvenile Video Entertainment	0.00	0	0	0.00	0	0	0.00	0	0	205.00	11	11	205.00	11	11
Total Juvenile Video	0.00	0	0	0.00	0	0	0.00	0	0	205.00	11	11	205.00	11	11
Juvenile Computer Software	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
TOTAL JUVENILE NON-PRINT MATERIALS	0.00	0	0	0.00	0	0	0.00	0	0	205.00	11	11	205.00	11	11
TOTAL JUVENILE MATERIALS	270.91	45	27	30.47	3	3	301.38	48	30	205.00	11	11	506.38	59	41
Total Fiction	2,845.26	226	192	0.00	0	0	2,845.26	226	192	115.95	6	6	2,959.21	232	198
Total Non-Fiction	7,101.62	288	253	30.47	3	3	7,132.09	291	256	192.25	11	11	7,324.34	302	267
Total Audio	1,479.27	28	28	0.00	0	0	1,479.27	28	28	88.00	1	1	1,567.27	29	29
Total Video	25.24	1	1	0.00	0	0	25.24	1	1	1,515.00	77	77	1,540.24	78	78
Total Computer Software	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
TOTAL MATERIALS	11,449.39	543	474	30.47	3	3	11,479.86	546	477	1,911.20	95	95	13,391.06	641	572

OUTSTANDING ORDERS AS OF JANUARY 31, 2005

General Fund Amount	\$9,697.32
Adopt-A-Book Amount	\$156.31
<b>TOTAL Amount</b>	<b>\$9,853.63</b>

ACQUISITIONS REPORT FOR FISCAL YEAR 2004-2005 THROUGH THE MONTH OF JANUARY 2005  
Prepared by Julie Shook, Technical Services Manager

	GENERAL FUND			ADOPT-A-BOOK			TOTAL PURCHASED			DONATED			TOTAL ITEMS		
	Amount	Volumes	Titles	Amount	Volumes	Titles	Amount	Volumes	Titles	Value	Volumes	Titles	Amount	Volumes	Titles
Adult Fiction	8,808.47	635	548	3,291.35	267	177	12,099.82	902	725	1,598.20	72	72	13,698.02	974	797
Adult Circulating Non-Fiction	14,636.06	700	680	1,527.53	98	89	16,163.59	798	769	2,448.03	102	100	18,611.62	900	869
Adult Reference	12,019.43	167	81	576.79	9	8	12,696.22	176	89	544.35	12	11	13,240.57	188	100
Adult Print Continuations	16,863.52	313	308	0.00	0	0	16,863.52	313	308	0.00	0	0	16,863.52	313	308
Adult Electronic Continuations	13,109.69	66	66	0.00	0	0	13,109.69	66	66	0.00	0	0	13,109.69	66	66
Total Adult Non-Fiction	56,628.70	1246	1135	2,204.52	107	97	58,833.02	1,353	1,232	2,992.38	114	111	61,825.40	1,467	1,343
TOTAL ADULT PRINT MATERIALS	65,437.17	1881	1881	5,495.67	374	274	70,932.84	2,255	1,957	4,590.58	186	183	75,523.42	2,441	2,140
Adult Audio/Music	37.12	2	2	0.00	0	0	37.12	2	2	160.00	10	10	197.12	12	12
Adult Audio Books	5,613.30	122	118	2,043.81	33	33	7,657.11	155	151	119.98	2	2	7,777.09	157	153
Total Adult Audio	5,650.42	124	120	2,043.81	33	33	7,694.23	157	153	279.98	12	12	7,974.21	169	165
Adult Video Educational	626.52	41	22	4,988.49	216	170	5,615.01	237	192	89.95	5	5	5,704.96	262	197
Adult Video Entertainment	2,381.78	143	65	0.00	0	0	2,381.78	143	65	1,456.99	74	74	3,838.77	217	139
Total Adult Video	3,008.30	184	87	4,988.49	216	170	7,996.79	400	257	1,546.94	79	79	9,543.75	479	336
Adult Computer Software	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
TOTAL ADULT NON-PRINT MATERIALS	8,658.72	308	207	7,032.30	249	203	15,691.02	557	410	1,826.92	91	91	17,517.94	648	501
TOTAL ADULT MATERIALS	74,095.89	2,189	2,088	12,527.97	623	477	86,623.86	2,812	2,367	6,417.50	277	274	93,041.36	3,089	2,641
Juvenile Fiction	1,517.92	160	108	2,014.46	180	155	3,532.38	340	263	475.73	75	75	4,008.11	415	338
Juvenile Circulating Non-Fiction	9,982.81	45	42	265.73	17	15	10,248.54	62	57	44.95	2	2	10,293.49	64	59
Juvenile Reference	29.68	1	1	0.00	0	0	29.68	1	1	0.00	0	0	29.68	1	1
Juvenile Print Continuations	1,328.47	14	4	146.61	1	1	1,475.08	15	5	0.00	0	0	1,475.08	15	5
Juvenile Electronic Continuations	399.00	1	1	0.00	0	0	399.00	1	1	0.00	0	0	399.00	1	1
Total Juvenile Non-Fiction	11,739.96	61	48	412.34	18	16	12,152.30	79	64	44.95	2	2	12,197.25	81	66
TOTAL JUVENILE PRINT MATERIALS	13,257.88	221	156	2,426.80	198	171	15,684.68	419	327	520.68	77	77	16,205.36	496	404
Juvenile Audio/Music	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Juvenile Audio Books	2,872.32	48	4	0.00	0	0	2,872.32	48	4	96.00	2	2	2,968.32	50	6
Total Juvenile Audio	2,872.32	48	4	0.00	0	0	2,872.32	48	4	96.00	2	2	2,968.32	50	6
Juvenile Video Educational	0.00	0	0	0.00	0	0	0.00	0	0	608.85	35	35	608.85	35	35
Juvenile Video Entertainment	0.00	0	0	0.00	0	0	0.00	0	0	1,195.00	60	57	1,195.00	60	57
Total Juvenile Video	0.00	0	0	0.00	0	0	0.00	0	0	1,803.85	95	92	1,803.85	95	92
Juvenile Computer Software	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
TOTAL JUVENILE NON-PRINT MATERIALS	2,872.32	48	4	0.00	0	0	2,872.32	48	4	1,899.85	97	94	4,772.17	145	98
TOTAL JUVENILE MATERIALS	16,130.20	269	160	2,426.80	198	171	18,557.00	467	331	2,420.53	174	171	20,977.53	641	502
Total Fiction	10,326.39	795	656	5,305.81	447	332	15,632.20	1,242	988	2,073.93	147	147	17,706.13	1,389	1,135
Total Non-Fiction	68,368.66	1,307	1,183	2,616.66	125	113	70,985.32	1,432	1,296	3,037.33	116	113	74,022.65	1,548	1,409
Total Audio	8,522.74	172	124	2,043.81	33	33	10,566.55	205	157	375.98	14	14	10,942.53	219	171
Total Video	3,008.30	184	87	4,988.49	216	170	7,996.79	400	257	3,350.79	174	171	11,347.58	574	428
Total Computer Software	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
TOTAL MATERIALS	90,226.09	2,458	2,050	14,954.77	821	648	105,180.86	3,279	2,698	8,838.03	451	445	114,018.89	3,750	3,143

Summary of Current Status of Unique Management Accounts  
February 22, 2005

Agenda Item 17

FY 04-05	New Accounts	Active Accounts	Paid in full current month	Amount received current month	Written off current month
July	16	655	4	743.99	0
August	4	667	6	718.98	0
September	18	675	3	616.88	0
October	8	683	7	842.49	0
November	10	690	3	432.85	0
December	16	697	4	523.01	0
January	17	707	6	757.4	0
February	0	0	0	0	0
March	0	0	0	0	0
April	0	0	0	0	0
May	0	0	0	0	0
June	0	0	0	0.00	0
<b>TOTAL YTD</b>	<b>89</b>	<b>4774</b>	<b>33</b>	<b>4635.6</b>	<b>0</b>

UNIQUE MANAGEMENT SERVICES, INC.

SUMMARY STATUS REPORT

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CREATED: 02/01/2005 12:49 AM MK

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

CREDITOR: 286 -- PLACENTIA LIBRARY DISTRICT  
DATES LISTED: 01/01/1900 TO 01/31/2005

Accounts Submitted	:	1,092	Dollars Submitted	:	100,971.46	Dollars Received	:	37,591.08
Bankruptcies	:	6	Dollars in Bankruptcy	:	515.69	Material Returned	:	13,030.23
Direct Addresses	:	131	Dollars in Skips	:	8,242.64	Dollars Waived	:	2,514.88
Dispute/Suspends	:	3	Dollars in Dispute	:	144.60	Total Activated	:	67,816.07
Accounts in Process	:	952	Dollars in Process	:	89,298.48	% of Dollars Activated	:	75.94%
# of Accounts Activated	:	707						
% of Accounts Activated	:	74.26%						



TO: Library Board of Trustees  
FROM: Elizabeth Minter, Library Director *EM*  
DATE: February 22, 2005  
SUBJECT: GIFT REPORT

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

**ADOPT A BOOK DONATIONS**

Dixie & Gordon Shaw  
Ralph D. Goff \$172.87

**BOOK ENDOWMENT DONATIONS**

Fred & Elizabeth Minter  
D.E.A. Cunningham, Ph.D. \$150.00

**GENERAL FUND DONATIONS**

Brian & Carol Tramison  
Robert & Jean Turner  
Frank & Pamel Yrungaray  
Sunshine Arena Cavalluzzi  
Alcoa  
Tenet \$1,845.00

**TOTAL DONATIONS:** \$2,167.87

<b>TOTAL ALL DONATIONS</b>	<b>\$2,167.87</b>
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Prepared By: Wendy Goodson



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**PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES**

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**TO:** Library Board of Trustees  
**FROM:** Elizabeth D. Minter, Library Director *E.D.M.*  
**SUBJECT:** Building Maintenance Report for January 2005  
**DATE:** February 22, 2004

**HVAC:** 1/24/05 - Adjusted temperature set point in Meeting Room.  
**Plumbing:** No service calls in January.  
**Electrical:** 1/13/05 - Relamp light in patron women's restroom.  
**Carpet Cleaners:** 1/28/05 - Cleaned Meeting Room carpet.  
**General Contractor:** 1/9/05 - Fixed leak in Children's Dept.  
**Locksmith:** No service calls in January.  
**Telephone:** 1/31/05 - Telephone installation complete.  
**Water Cooler:** 1/6/05 - Installed regulator and adjusted pipe pressure.

Prepared by: Wendy Goodson





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**PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES**

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**TO:** Library Board of Trustees  
**FROM:** Elizabeth D. Minter, Library Director *EDM*  
**SUBJECT:** Personnel Report for January 2005  
**DATE:** February 22, 2005

**RESIGNATIONS:**

None

**APPOINTMENTS:**

None

**OPEN POSITIONS:**

None

**WORKERS' COMPENSATION LEAVE:**

None

Prepared by: Wendy Goodson



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**PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES**

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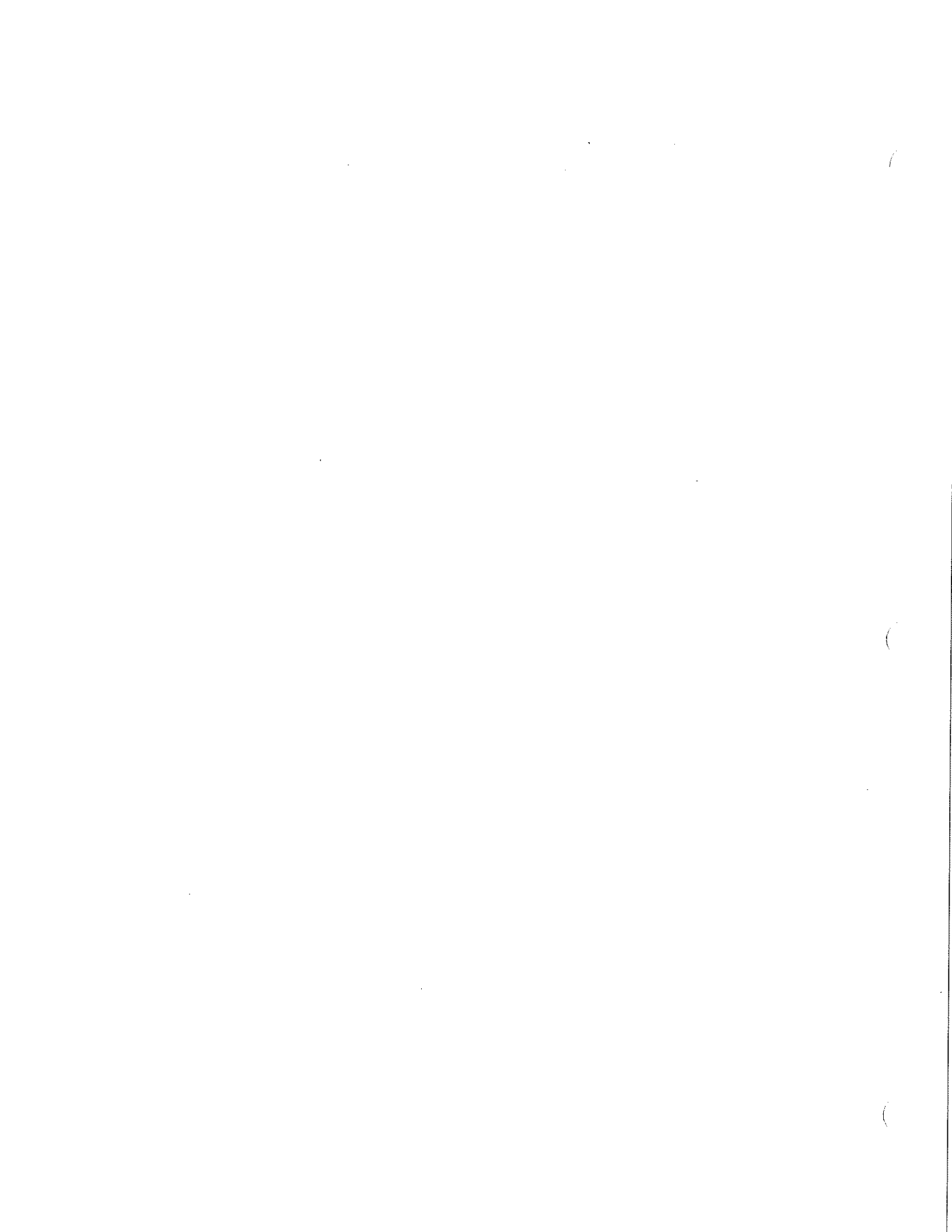
**TO:** Library Board of Trustees

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

**SUBJECT:** Volunteer Report

**DATE:** February 22, 2005

Development Director/Volunteer Coordinator Laranne Millonzi was out of the office the week of February 14<sup>th</sup> so the Volunteer Report will be distributed at the Library Board Meeting on February 22, 2005.



Placentia Library District  
Circulation Report  
February 22, 2005

Agenda Item 22

	FY04-05 YTD	FY03-04 YTD	% Change FY03 TO FY04	FY04-05 January	FY03-04 January
1st Time Checkouts	91,974	82,248	11.83%	14,199	12,030
Phone Renewals	9,411	12,491	-24.66%	1,132	1,860
In-Building Renewals	2,367	3,236	-26.85%	359	255
TOTAL RENEWALS	11,778	15,727	-25.11%	1,491	2,115
TOTAL CHECKOUTS	103,752	97,975	5.90%	15,690	14,145
On-Time Checkins	99,617	85,440	16.59%	13,858	10,710
Late Checkins	6,941	6,895	0.67%	1,232	954
TOTAL CHECKINS	106,558	92,335	15.40%	15,090	11,664
Hold Placed	3,883	1,579	145.92%	554	394
Hold Cancelled	276	49	463.27%	36	0
Hold Filled	3,033	2,360	28.52%	471	370
Patrons Registered	2,281	2,340	-2.52%	311	274
Titles Added	2,449	3,331	-26.48%	405	609
Volumes Added	2,784	3,453	-19.37%	440	640
CIRCULATION BY TYPE OF MATERIAL					
Adult Print	43,941	41,668	5.46%	6,535	5,745
Juvenile Print	46,482	44,413	4.66%	7,084	6,750
Total Print	90,423	86,081	5.04%	13,619	12,495
Audio	6,846	4,912	39.37%	1,027	848
Visual	12,303	7,918	55.38%	1,938	1,294
Total Audio Visual	19,149	12,830	49.25%	2,965	2,142
TOTAL CIRCULATION	109,572	98,911	10.78%	16,584	14,637
Placentia Circulation	65,743	62,038	5.97%	9,568	8,820
%Placentia Circulation	60.00%	62.72%		57.69%	60.26%
Anaheim/Yorba Linda Circulation	18,576	16,431	13.05%	3,153	2,742
%Anaheim/Yorba Linda Circulation	17%	16.61%		19%	18.73%
TYPES OF ACTIVE BORROWERS					
Adult	79,187	68,655	15.34%	12,494	10,391
Young Adult	1,730	1,782	-2.92%	249	210
Juvenile	19,567	20,325	-3.73%	2,633	3,056
New Borrower	7,388	7,242	2.02%	873	819
Non Resident	0		N/A	0	0
Other (staff)	1,582	1,728	-8.45%	246	144
TOTAL ACTIVE BORROWERS	109,454	99,732	9.75%	16,495	14,620
TOTAL REGISTERED BORROWERS	136,114	130,942	3.95%	20,336	19,349
ATTENDANCE	236,017	236,896	-0.37%	38,494	26,891
Adult Reference-In Building	9,664	6,117	57.99%	1,697	1,022
Adult Reference-Telephone	1,263	1,027	22.98%	179	141
Children's Reference-In Building	8,023	3,686	117.66%	1,987	947
Children's Reference-Telephone	143	181	-20.99%	37	33
Total Adult Reference	10,927	7,144	52.95%	1,876	1,163
Total Children's Reference	8,166	3,867	111.17%	2,024	980
Total in Building Reference	17,687	9,803	80.42%	3,684	1,969
Total Telephone Reference	1,406	1,208	16.39%	216	174
TOTAL REFERENCE	19,093	11,011	73.40%	3,900	2,143



PLACENTIA INVOICES

PERIOD COVERED FY2002-2003	DATE INVOICE	S. CA EDISON	TURF	GROUNDS	MAINT/ REPAIRS	CIV CTR SEISMIC	IRRIGATION CONTROL	TOTAL
Jul-02	07/10/20	5,200.62	1,638.37	650.63	0.00	0.00	8.18	7,497.80
Aug-02	08/16/02	5,961.61	1,178.68	651.87	107.50	0.00	8.20	7,907.86
Sep-02	09/17/02	5,200.62	1,638.37	650.63	0.00	0.00	0.00	7,489.62
Oct-02	10/11/02	0.00	1,195.57	650.63	0.00	0.00	8.17	1,854.37
Nov-02	11/15/02	0.00	1,461.17	650.61	107.50	0.00	16.35	2,235.63
Dec-02	12/13/03	0.00	1,150.57	650.63	537.50	0.00	0.00	2,338.70
Jan-03	01/16/03	0.00	1,632.69	650.63	0.00	0.00	8.15	2,291.47
Feb-03	02/11/03	0.00	1,269.07	762.39	0.00	0.00	0.00	2,031.46
Mar-03	03/17/03	0.00	1,177.30	762.39	107.50	0.00	10.55	2,057.74
Apr-03	04/07/03	35,884.16	1,263.68	762.39	269.45	0.00	7.17	38,186.85
May-03	06/05/03	3,712.49	1,150.57	650.77	107.50	0.00	7.20	5,628.53
Jun-03	07/24/03	4,522.91	1,150.57	650.77	207.50	0.00	7.20	6,538.95
<b>TOTAL</b>		<b>60,482.41</b>	<b>15,906.61</b>	<b>8,144.34</b>	<b>1,444.45</b>	<b>0.00</b>	<b>81.17</b>	<b>86,058.98</b>
<b>AVG</b>		<b>5,040.20</b>	<b>1,325.55</b>	<b>678.70</b>	<b>120.37</b>		<b>6.76</b>	<b>7,171.58</b>

PERIOD COVERED FY2003-2004	DATE INVOICE	S. CA EDISON	TURF	GROUNDS	MAINT/ REPAIRS	CIV CTR SEISMIC	IRRIGATION CONTROL	TOTAL
Jul-03	08/07/03	5,933.96	1,566.39	604.52	0.00	0.00	7.20	8,112.07
Aug-03	09/08/03	5,103.96	1,370.47	604.52	215.00	0.00	7.19	7,301.14
Sep-03	10/13/03	2,650.78	1,150.57	604.52	107.50	0.00	7.19	4,520.56
Oct-03	11/10/03	4,002.21	1,150.57	604.52	107.50	0.00	7.24	5,872.04
Nov-03	12/12/03	3,276.82	2,064.00	604.52	1,520.17	0.00	7.23	7,472.74
Dec-03	01/13/04	2,950.98	1,407.66	705.74	155.00	0.00	0.00	5,219.38
Jan-04	02/10/04	2,987.54	1,150.57	568.93	107.50	0.00	7.23	4,821.77
Feb-04	03/08/04	3,020.00	1,150.57	619.54	107.50	0.00	7.20	4,904.81
Mar-04	04/08/04	3,046.38	1,150.57	619.54	107.50	0.00	7.45	4,931.44
Apr-04	05/12/04	3,106.89	1,150.57	619.54	107.50	0.00	0.00	4,984.50
May-04	06/15/04	3,544.04	1,150.57	647.62	215.00	0.00	7.28	5,564.51
Jun-04	07/28/04	4,661.33	1,150.57	690.71	276.54	0.00	7.27	6,786.42
<b>TOTAL</b>		<b>44,284.89</b>	<b>15,613.08</b>	<b>7,494.22</b>	<b>3,026.71</b>	<b>0.00</b>	<b>72.48</b>	<b>70,491.38</b>
<b>AVG</b>		<b>3,690.41</b>	<b>1,301.09</b>	<b>624.52</b>	<b>252.23</b>	<b>0.00</b>	<b>6.04</b>	<b>5,874.28</b>

PERIOD COVERED FY2004-2005	DATE INVOICE	S. CA EDISON	TURF	GROUNDS	MAINT/ REPAIRS	CIV CTR SEISMIC	IRRIGATION CONTROL	TOTAL
Jul-04	08/23/04	5,332.93	1,150.57	722.54	302.50	0.00	7.29	7,515.83
Aug-04	10/15/04	5,155.44	1,150.57	679.43	215.00	0.00	14.45	7,214.89
Sep-04	11/04/04	3,963.90	1,150.57	686.96	0.00	0.00	7.18	5,808.61
Oct-04	12/14/04	0.00	1,150.57	788.19	252.50	0.00	7.18	2,198.44
Nov-04	02/07/05	3,493.88	1,150.57	802.54	107.50	0.00	7.23	5,561.72
Dec-04		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Jan-05		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Feb-05		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Mar-05		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Apr-05		0.00	0.00	0.00	0.00	0.00	0.00	0.00
May-05		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Jun-05		0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>TOTAL</b>		<b>17,946.15</b>	<b>5,752.85</b>	<b>3,679.66</b>	<b>877.50</b>	<b>0.00</b>	<b>43.33</b>	<b>28,299.49</b>
<b>AVG</b>		<b>4,486.54</b>	<b>1,150.57</b>	<b>735.93</b>	<b>175.50</b>	<b>0.00</b>	<b>8.67</b>	<b>5,659.90</b>

TOTAL DOLLARS SPENT

FY2002-2003	LABOR	EQUIPMENT	MATERIAL	TOTAL	50% LIBRARY
Jul-02	1,127.26	174.00	0.00	1,301.26	650.63
Aug-02	1,127.26	174.00	2.48	1,303.74	651.87
Sep-02	1,127.26	174.00	0.00	1,301.26	650.63
Oct-02	1,127.26	174.00	0.00	1,301.26	650.63
Nov-02	1,127.26	174.00	0.00	1,301.26	650.63
Dec-02	1,127.26	174.00	0.00	1,301.26	650.63
Jan-03	1,127.26	174.00	0.00	1,301.26	650.63
Feb-03	1,350.78	174.00	0.00	1,524.78	762.39
Mar-03	1,350.78	174.00	0.00	1,524.78	762.39
Apr-03	1,350.78	174.00	0.00	1,524.78	762.39
May-03	1,127.53	174.00	0.00	1,301.53	650.77
Jun-03	1,127.53	174.00	0.00	1,301.53	650.77
TOTAL	14,198.22	2,088.00	2.48	16,288.70	8,144.35
AVG	1,183.19	174.00	0.21	1,357.39	678.70

TOTAL DOLLARS SPENT

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

TOTAL DOLLARS SPENT

FY2004-2005	LABOR	EQUIPMENT	MATERIAL	TOTAL	50% LIBRARY
Jul-03	1,233.58	211.50	0.00	1,445.08	722.54
Aug-03	1,147.36	211.50	0.00	1,358.86	679.43
Sep-03	1,177.42	196.50	0.00	1,373.92	686.96
Oct-03	1,364.88	211.50	0.00	1,576.38	788.19
Nov-03	1,401.08	204.00	0.00	1,605.08	802.54
Dec-03	0.00	0.00	0.00	0.00	0.00
Jan-04	0.00	0.00	0.00	0.00	0.00
Feb-04	0.00	0.00	0.00	0.00	0.00
Mar-04	0.00	0.00	0.00	0.00	0.00
Apr-04	0.00	0.00	0.00	0.00	0.00
May-04	0.00	0.00	0.00	0.00	0.00
Jun-04	0.00	0.00	0.00	0.00	0.00
TOTAL	6,324.32	1,035.00	0.00	7,359.32	3,679.66
AVG	1,264.86	207.00	0.00	1,471.86	735.93



DOLLARS BY TYPE OF WORKER

FY2002-2003	SUPERVISOR	CREWLEAD	SWEEPER	TRIMMER	MAINT WORK	TOTAL
Jul-02	382.24	234.40	63.58	0.00	447.04	1,127.26
Aug-02	382.24	234.40	63.58	0.00	447.04	1,127.26
Sep-02	382.24	234.40	63.58	0.00	447.04	1,127.26
Oct-02	382.24	234.40	63.58	0.00	447.04	1,127.26
Nov-02	382.24	234.40	63.58	0.00	447.04	1,127.26
Dec-02	382.24	234.40	63.58	0.00	447.04	1,127.26
Jan-03	382.24	234.40	63.58	0.00	447.04	1,127.26
Feb-03	382.24	234.40	63.58	0.00	670.56	1,350.78
Mar-03	382.24	234.40	63.58	0.00	670.56	1,350.78
Apr-03	382.24	234.40	63.58	0.00	670.56	1,350.78
May-03	382.24	234.40	63.58		447.04	1,127.26
Jun-03	382.24	234.40	63.58		447.04	1,127.26
TOTAL	4,586.88	2,812.80	762.96	0.00	6,035.04	14,197.68
AVG	382.24	234.40	63.58	0.00	502.92	1,183.14

DOLLARS BY TYPE OF WORKER

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

DOLLARS BY TYPE OF WORKER

FY2004-2005	SUPERVISOR	CREWLEAD	SWEEPER	TRIMMER	MAINT WORK	TOTAL
Jul-03	284.72	270.54	60.56	0.00	617.76	1,233.58
Aug-03	284.72	240.48	60.56	0.00	561.60	1,147.36
Sep-03	284.72	270.54	60.56	0.00	561.60	1,177.42
Oct-03	355.90	330.66	60.56	0.00	617.76	1,364.88
Nov-03	379.98	345.50	65.80	0.00	609.80	1,401.08
Dec-03	0.00	0.00	0.00	0.00	0.00	0.00
Jan-04	0.00	0.00	0.00	0.00	0.00	0.00
Feb-04	0.00	0.00	0.00	0.00	0.00	0.00
Mar-04	0.00	0.00	0.00	0.00	0.00	0.00
Apr-04	0.00	0.00	0.00	0.00	0.00	0.00
May-04	0.00	0.00	0.00	0.00	0.00	0.00
Jun-04	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL	1,590.04	1,457.72	308.04	0.00	2,968.52	6,324.32
AVG	318.01	291.54	61.61	0.00	593.70	1,264.86

TIME BY TYPE OF WORKER

FY2002-2003	SUPERVISOR	CREWLEAD	SWEEPER	BLDG MAINT		TOTAL
				TRIMMER	MAINT WORK	
Jul-02	8.00	8.00	2.00	0.00	16.00	34.00
Aug-02	8.00	8.00	2.00	0.00	16.00	34.00
Sep-02	8.00	8.00	2.00	0.00	16.00	34.00
Oct-02	8.00	8.00	2.00	0.00	16.00	34.00
Nov-02	8.00	8.00	2.00	0.00	16.00	34.00
Dec-02	8.00	8.00	2.00	0.00	16.00	34.00
Jan-03	8.00	8.00	2.00	0.00	16.00	34.00
Feb-03	8.00	8.00	2.00	0.00	24.00	42.00
Mar-03	8.00	8.00	2.00	0.00	24.00	42.00
Apr-03	8.00	8.00	2.00	0.00	24.00	42.00
May-03	8.00	8.00	2.00	0.00	16.00	34.00
Jun-03	8.00	8.00	2.00	0.00	16.00	34.00
TOTAL	96.00	96.00	24.00	0.00	216.00	432.00
AVG	8.00	8.00	2.00	0.00	18.00	36.00

TIME BY TYPE OF WORKER

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

TIME BY TYPE OF WORKER

FY2004-2005	SUPERVISOR	CREWLEAD	SWEEPER	BLDG MAINT		TOTAL
				TRIMMER	MAINT WORK	
Jul-03	8.00	9.00	2.00	0.00	22.00	41.00
Aug-03	8.00	8.00	2.00	0.00	20.00	38.00
Sep-03	8.00	9.00	2.00	0.00	20.00	39.00
Oct-03	10.00	11.00	2.00	0.00	22.00	45.00
Nov-03	9.00	10.00	2.00	0.00	20.00	41.00
Dec-03	0.00	0.00	0.00	0.00	0.00	0.00
Jan-04	0.00	0.00	0.00	0.00	0.00	0.00
Feb-04	0.00	0.00	0.00	0.00	0.00	0.00
Mar-04	0.00	0.00	0.00	0.00	0.00	0.00
Apr-04	0.00	0.00	0.00	0.00	0.00	0.00
May-04	0.00	0.00	0.00	0.00	0.00	0.00
Jun-04	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL	43.00	47.00	10.00	0.00	104.00	204.00
AVG	8.60	9.40	2.00	0.00	20.80	40.80

## Elizabeth Minter

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**From:** gneill@csgda.net  
**Sent:** Wednesday, February 16, 2005 9:43 AM  
**To:** eminter@placentiallibrary.org  
**Subject:** CSGDA Special Update - Public Pension Reform Hearing Held

CSGDA Legislative Information

### Pension Reform Special Update – February 16, 2005

Yesterday, the Senate Budget and Fiscal Review Subcommittee #4 held a hearing on the **Budget Implications of Privatization of Public Pensions: Defined Benefit vs. Defined Contribution**. The scheduled witnesses included:

1. Ronald Snell, National Conference of State Legislatures;
2. Rick Roeder, Gabriel, Roeder, Smith & Co.;
3. Tom Dithridge, Department of Finance;
4. Fred Buenrostro, PERS;
5. Jack Ehnes, STRS;
6. Judy Boyette, UC Retirement Plan; and,
7. Bob Palmer, State Association of County Retirement Systems.

Highlights of the hearing included numerous state examples presented by Ronald Snell, including some that have switched from defined benefit to defined contribution plans. Snell testified that a number of states provide an option to employees and a couple of states have switched back to defined benefit plans.

Both PERS and STRS strongly defended their plans and testified that switching to a defined contribution plan raises numerous legal issues and will cost the state significant monies over the next decade. Estimates ranged from \$1.5 billion for PERS and \$180 million for STRS during a 10-year period. Subcommittee Chair Dunn asked if anyone has challenged those estimates and both PERS and STRS indicated they have not, at least not as of yesterday's hearing. PERS also announced that its policy committees voted yesterday to oppose ACA #5 and ACA 1x, both by Assembly Member Richman and supported by the Governor, and it was expected the full PERS Board would take the same action today.

Senator Dunn also asked the representative from the Department of Finance if they have a cost estimate on the 2 constitutional amendments, given the cost estimates cited by PERS and STRS. The answer was: "Not yet," which surprised Senator Dunn and caused him to inquire when such a fiscal analysis would be completed and available to the Legislature. The answer was "I'll check and get back to the subcommittee."

While the hearing focused on the state plans, most of what was shared by the witnesses is relevant to local agencies as well. Senator Dunn announced that the subcommittee will hold another hearing next week. The Assembly Public Employees, Retirement and Social Security Committee will conduct an informational hearing today and the subject is: **The Condition of California's Public Pension System**. Additionally, with Friday's deadline to introduce bills for this year, we expect numerous bills to be introduced on the pension issue.

CSGDA's Public Pension Subcommittee has begun to draft principles that will guide CSGDA through this debate. If you have questions about the public pension debate, please contact CSGDA Public Affairs Specialist Geoffrey Neill either by emailing [gneill@csgda.net](mailto:gneill@csgda.net) or by calling toll-free, 877/924-CSGDA.

## Elizabeth Minter

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**From:** gneill@csgda.net  
**Sent:** Friday, February 11, 2005 9:18 AM  
**To:** eminter@placentalibrary.org  
**Subject:** CSGDA Legislative Update - February 11, 2005

CSGDA Legislative Information

### Bill introduction deadline looms

February 18 is this year's deadline to introduce bills, and as that deadline approaches, we expect hundreds of bills to be introduced over the next week.

### Pension reform debate heats up

In his State-of-the-State Address, the Governor announced his support for a constitutional amendment to require all new state and local government employees hired on or after July 1, 2007, to be eligible only for a defined contribution retirement plan (401(k)-style), as opposed to the current defined benefit plans (CalPERS-style). The Governor supports Assembly Constitutional Amendments No. 5 and 1X (Special Session), both authored by Assembly Member Keith Richman (R-Northridge). The Governor told the Legislature that if they fail to pass one of these measures, "he will take the issue to the people in November." As the debate escalates, yesterday the Governor removed four of his appointees to the state's teachers' retirement board in retaliation for their votes last week to oppose his proposals. Also yesterday, during a press conference near Lindbergh Field in San Diego, the Governor, with a pair of Brink's trucks as a backdrop, said, "Right now, our treasury is like the armored cars right behind me—the door's kicked wide open and the money's flying out and bleeding our state dry." CSGDA has convened a special subcommittee to develop principals and positions on ACA No. 5 and 1X, plus the numerous other pension "reform" measures that will be introduced by next Friday's deadline. More to follow...

### Flood of initiatives pending

In addition to the prospect of the pension reform issue appearing on a special election November ballot, the Attorney General's Office announced yesterday that almost 80 initiatives have been filed with the Office, some redundant, but nevertheless scores that could qualify for a November special election. If called, the Governor has hinted that the special election would be held on November 8. Included in the measures pending at the Attorney General's Office are other subjects the Governor supports and wants the Legislature to address. They include his education reforms (Prop. 98), budget reforms, and redistricting. According to the Secretary of State's Office, proponents of the initiatives will have until April 19 to gather sufficient signatures to qualify for the November ballot. Statutory initiatives will require 373,816 signatures, while constitutional initiatives will require 598,105 signatures. Stay tuned...

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

If anyone else at your agency would like to receive these updates by email, or if you would like to stop receiving these updates, let us know by calling toll-free 877/924-CSGA or by emailing [gneill@csgda.net](mailto:gneill@csgda.net).

CSGA...keeping special districts informed!

1112 I Street, Suite 200 \* Sacramento, CA 95814

## Elizabeth Minter

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**From:** gneill@csgda.net  
**Sent:** Friday, February 04, 2005 8:45 AM  
**To:** eminter@placentalibrary.org  
**Subject:** CSGDA Legislative Update - February 4, 2005

CSGDA Legislative Information

### **CSGDA forms Public Pension Subcommittee**

Acknowledging that the hubbub over public pensions will be one of this year's defining issues, the CSGDA Legislative Committee decided to form a Public Pension Subcommittee. The subcommittee will analyze the pension reform proposals put forth by the Administration and others, analyze the proposals' possible effects on California's special district community, and recommend a position for the CSGDA Legislative Committee to adopt. The membership of the subcommittee has now been set, after overwhelming response to a request for volunteers. (Thank you to all of those who volunteered, it was very encouraging to see the level of engagement on this issue.) The subcommittee's first conference call will be held on February 10, with the first of many legislative hearings on the reform proposals set for the following week. If you would like to view the informational material about the reforms, you can find it posted in the 'Legislation & Action' section of the [CSGDA Members website](#).

In related news, Assembly Member Keith Richman (R-Northridge), who along with the Governor is one of the leading voices for public pension reform, reportedly introduced a new bill on Wednesday that would base state and local pensions on the final three years of salary, instead of just the highest year. This would reverse a rule change made in 1990 that many have accused of opening the door to workers landing end-of-career promotions that result in much higher pensions, a practice called 'spiking.' There is some speculation about whether the bill will cover all public employees or only new hires, and whether the former is constitutional.

### **Sen. Kehoe introduces SB 135 to modernize the Community Service District enabling codes**

On Tuesday, February 1, Senate Local Government Committee Chair Christine Kehoe (D-San Diego) introduced SB 135, the bill that will serve as the legislative vehicle for revisions to the Community Service District enabling codes. As introduced, SB 135 simply requires CSGDs to follow the Brown Act, however, once the CSGD working group settles on what the new CSGD Law should look like, Senator Kehoe will amend that language into her bill. CSGDA members and staff have been intimately involved in the revision process, and will continue to participate, and to update members on the status of this much-needed overhaul of a law that is by turns incomplete, contradictory and archaic. Please email or call CSGDA Public Affairs Specialist Geoffrey Neill with any questions or comments about the new law ([gneill@csgda.net](mailto:gneill@csgda.net) or 877/924-CSGDA).

### **CSGDA Reserve Guidelines available for free**

In light of recent comments by Senate President Pro Tem Don Perata, which might be interpreted as a precursor to an attack on special districts' prudent reserves, CSGDA is encouraging all districts to review their reserve policies as soon as possible. You can download CSGDA's Reserve Guidelines for free in the [CSGDA Members website](#), under Member Services. You can also purchase a bound copy for a nominal fee by visiting <http://csgda.net/images/pubsform.pdf> or calling CSGDA for an order form, toll-free,

at 877/924-CSDA.

### **Suggestions for 'Legislation & Action' section of CSDA Members' website welcome**

Is there information or resources that you would like to have available in the 'Legislation & Action' section of the CSDA Members website? We want to know how we can better make the website fit your needs; after all, that's what we're here for. Please send all suggestions to [gneill@csda.net](mailto:gneill@csda.net).

### **Past Legislative Updates available online**

If you would like to see past Legislative Updates (Fridays) or Special Updates (mid-week), they are available for all members to view online. Updates up to a year old are kept for your reference in the 'Legislation & Action' section of the [CSDA Members website](http://www.csda.net). If you need your agency's username or password, please contact Laura Labanieh at [laura@csda.net](mailto:laura@csda.net) or toll-free at 877/924-CSDA.

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

If anyone else at your agency would like to receive these updates by email, or if you would like to stop receiving these updates, let us know by calling toll-free 877/924-CSDA or by emailing [gneill@csda.net](mailto:gneill@csda.net).

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