TO: Library Board of Trustees

FROM: Elizabeth D. Minter, Library Director

DATE: July 18, 1995

SUBJECT: Approval of terms of the Memorandum of Understanding with the Orange County Employees Association for a three-year contract for Fiscal Years 1995-1996, 1996-1997, and 1997-1998

BACKGROUND:

The employees of Placentia Library District, with the exception of the exempt employees and student assistants (pages), are represented by the Orange County Employees Association.

At its meeting on May 15, 1995, the Library Board authorized the Library Director to represent it in the collective bargaining process.

The contract being presented covers a three-year period. It contains the same terms and conditions as the recently expired contract with the exception of the economic provisions which provide for a 3% salary increase effective July 1, 1995, followed by the greater of the consumer price index change for this area, or 2%, in the final 2 years of the contract. The previous contract provided for a 3% base increase.

Final adoption of the MOU by Board Resolution will be presented at the August Board Meeting along with the new edition of the Placentia Library District Employee Manual.

Copies of the proposed MOU will be available prior to the Board Meeting but were not received in time for inclusion in the Agenda Book.

RECOMMENDATION:

Approve the terms of the Memorandum of Understanding with the Orange County Employees Association for a three-year contract for Fiscal Years 1995-1996, 1996-1997, and 1997-1998, as presented.

MEMORANDUM OF UNDERSTANDING
BETWEEN
PLACENTIA LIBRARY DISTRICT
AND
PLACENTIA LIBRARY DISTRICT CHAPTER
OF THE
ORANGE COUNTY EMPLOYEES ASSOCIATION

The wages, hours and conditions of employment that are set forth in this Memorandum have been discussed and jointly proposed by and between the staff officials of the Placentia Library District Chapter of the Orange County Employees Association (hereinafter called "THE ASSOCIATION") and shall apply to all the employees of THE DISTRICT working in the classifications set forth in Appendix "A."

The terms and conditions of employment that are set forth in this Memorandum have been discussed in good faith between the staff officials of THE DISTRICT and THE ASSOCIATION. THE ASSOCIATION agrees to recommend acceptance by its members of all the terms and conditions of employment as set forth herein, and the staff officials of THE DISTRICT agree to recommend to the Placentia Library Board of Trustees that the terms and conditions of employment as set forth herein be implemented by resolution of the Board of Trustees. Upon the adoption of such a resolution, all the terms and conditions of this Memorandum so incorporated shall become effective without further action by either party.

ARTICLE I

SALARIES

A. Wages for the various job classes shall be set forth in Appendix "B" attached to this Memorandum, and by this reference made a part hereof, and shall reflect the following wage increases agreed upon for all classifications represented by THE ASSOCIATION.

First Year

Effective July 1, 1995, THE DISTRICT shall grant a three (3) percent general salary increase to all the classifications represented by THE ASSOCIATION.

Second Year Effective July 1, 1996

An increase equal to the percent rise (to the nearest tenth (0.1) of one percent in the cost-of-living for the period March 1995 to March 1996 as measured by the Bureau of Labor Statistics Consumer Price Index "All Items" (base 1982-84), for the Los Angeles-Anaheim-Riverside area except, however, that such wage increase shall be not less than two (2) percent, nor more than five (5) percent for all classifications represented by THE ASSOCIATION.

Third Year Effective July 1, 1997

An increase equal to the percent rise (to the nearest tenth (0.1) of one percent in the cost-of-living for the period March 1996 to March 1997 as measured by the Bureau of Labor Statistics Consumer Price Index "All Items" (base 1982-84), for the Los Angeles-Anaheim-Riverside area except, however, that such wage increase shall be not less than two (2) percent, nor more than five (5) percent for all classifications represented by THE ASSOCIATION.

Meet and confer sessions, limited to salary only, can be reopened in the event the percent rise as described above exceeds seven (7) percent or is less than one (1) percent at the end of each year.

B. All employees in job classes listed in Appendix "A" as covered by the terms and conditions receive all of the benefits, including, but not limited to holidays, vacation, sick leave, health and welfare benefits, and grievance procedure that are provided to employees of THE DISTRICT as set forth in resolutions adopted by the Board of Trustees of the Placentia Library District for such purposes. The staff officials of THE DISTRICT will not recommend any revision or modification to such conditions or benefits without first discussing such recommendations with THE ASSOCIATION.

ARTICLE II

RECOGNITION

THE DISTRICT hereby recognizes THE ASSOCIATION as the representative for the Placentia Library District employees as represented within this Memorandum of Understanding to the fullest extent allowable under California law applying to public employees.

As public employees, such employees shall have the right to discuss individual problems of employment with THE DISTRICT, provided that upon request of the employee, THE ASSOCIATION shall be kept fully informed and have the right to be present at all such meetings between THE DISTRICT and the individual.

ARTICLE III

CHECKOFF

THE DISTRICT agrees to check off for the payment of all regular monthly ASSOCIATION dues, and to deduct such payments from the wages of all ASSOCIATION members and employees when authorized to do so by said members and employees, and remit such payments to THE ASSOCIATION in accordance with the terms of signed payroll deduction authorizations.

THE ASSOCIATION shall be privileged to change the amount of monthly dues upon thirty (30) days written notification to THE DISTRICT and all affected employees.

ARTICLE IV

EMPLOYEE RIGHTS

Employees of THE DISTRICT shall have all rights granted to public employees under California law applicable to special districts. Employees of THE DISTRICT shall have the right to form, join and participate in the activities of employee organizations of their own choosing for the purpose of representation on all matters of employer-employee relations. Employees of THE DISTRICT also have the right to refuse to join or participate in the activities of employee organizations, and shall have the right to represent themselves individually in their employment relations with THE DISTRICT. No employee shall be interfered with, intimidated, restrained, coerced, or discriminated against by THE DISTRICT, or any employee organization, because of his or her exercise of these rights.

ARTICLE V

MANAGEMENT RIGHTS

THE DISTRICT management retains all inherent rights and responsibilities of management except where specifically limited by this agreement. The rights of THE DISTRICT management include but are not limited to the right to consider the merits, necessity, or organization of any service or activity provided by law; the exclusive right to determine the mission of THE DISTRICT; set standards of service; determine the procedure and standards of selection for employment and promotion; direct the employees; take disciplinary action for just cause; relieve employees from duty because of lack of work, or other legitimate reasons; maintain the efficiency of DISTRICT operations; determine the methods, means, and personnel by which DISTRICT operations are to be conducted; determine the content of job

classifications and exercise control and discretion over its organization and the technology of performing its work.

ARTICLE VI

NON-DISCRIMINATION

THE DISTRICT and THE ASSOCIATION agree that the provisions of the Memorandum of Understanding shall be applied to employees without discrimination by reasons of physical handicap, marital status, or medical condition (as defined under the Fair Employment Practices Act), or race, religion, color, sex, age, national origin of ancestry.

THE ASSOCIATION shall not discriminate in membership or representation on any basis cited above in this article.

ARTICLE VII

ASSOCIATION REPRESENTATION

A duly authorized representative of THE ASSOCIATION shall be permitted reasonable time to enter the Library during working hours in order to transact business in connection with the administration of this agreement.

ARTICLE VIII

MERIT PAY PLAN

The Pay Plan for the Placentia Library District shall be a merit plan consisting of ten (10) salary steps for each classification.

Merit pay increases shall be granted solely upon approval of the Library Director for continued meritorious and efficient service and continued improvement by the employee in the effective performance of the duties of his or her position.

An employee who demonstrates these abilities in performance of his or her assigned duties shall receive merit pay increases as follows:

A. To the third (3) step of the salary schedule after completion of six (6) months of service in the first (1) step.

B. To the fifth (5) step after completion of one (1) year of service in the third (3) step.

C. To the seventh (7) step after completion of one (1) year of service in the fifth (5) step.

D. To the ninth (9) step after completion of one (1) year of service in the seventh (7) step.

E. Meritorious tenth (10) step at the discretion of the Library Director. To be eligible for an additional five (5) percent or tenth (10) step the employee must have been at the top of their classification for four (4) years and have demonstrated to the Library Director's satisfaction four (4) years of growth and progression in their work.

In such cases as may occur wherein an employee demonstrates ability and proficiency greater than that described above, said employee may be given an advancement of three (3) or four (4) salary steps.

In such cases as may occur wherein an employee shall demonstrate ability and proficiency less than that described above, said employee may be given a one (1) step advancement or no merit advancement.

The Library Director shall consult with an employee on his or her job performance when said employee is evaluated for merit advancement. A copy of each performance evaluation shall be made out with the consultation of the employee's immediate supervisor.

ARTICLE IX

FRINGES

AS DEFINED IN EMPLOYEES MANUAL

A. Leave of Absence
B. Educational Benefits
C. Holidays
D. Vacations
E. Medical, Dental, Optical, and Employee Assistance Ins.
F. Retirement/Social Security
G. Overtime
H. Part-Time Employees
I. Rest Periods
J. Unemployment Coverage
K. Travel reimbursement
L. Credit Union

THE DISTRICT and THE ASSOCIATION have agreed to the following:

Continued payment of one-hundred (100) percent of the health insurance premiums will be carried on as in the past as long as these premiums do not exceed an annual increase of twenty (20) percent for the three (3) years of this contract. Premium increases in excess of twenty-five (25) percent for any year

would in turn require negotiation through the representation of OCEA.

The District shall continue to pay one-hundred (100) percent of the health insurance premium for full-time employees. Part-time employees (working twenty (20) hours or more per week) shall receive a pro-rated benefit for health insurance premiums.

ARTICLE X

GRIEVANCE PROCEDURE

A. Employee grievances shall be handled in the following manner:

1. First Step

   An attempt shall be made to adjust all grievances on an informal basis between the employee and/or his or her designated representative and the employee's supervisor within five (5) working days after the occurrence of the incident involved in the grievance. The supervisor shall deliver his or her answer within five (5) working days after submission of the grievance.

2. Second Step

   If the grievance is not satisfactorily adjusted in the First Step, it shall be submitted in writing to the Library Director within five (5) working days after the answer is received by the employee and/or the designated representative. The Library Director shall meet with the employee and/or the designated representative within ten (10) working days after submission of the grievance at the Second Step. The Library Director shall review the grievance and may affirm, reverse, or modify as deemed appropriate, the disposition made at the First Step and shall deliver his or her answer to the employee and/or the designated representative within five (5) working days after said meeting.

3. Third Step

   If the grievance is not satisfactorily adjusted in the Second Step, it shall be submitted to the Board of Trustees for a final and binding decision, or, if the Board of Trustees and the employee and/or the designated representative agree, it shall be submitted to an impartial arbitrator for a final and binding decision. Such submission must occur within thirty (30) days after the Director's answer is received.

If submitted to the Board of Trustees, the Board shall meet with the employee and/or the designated representative at the next regularly scheduled Board Meeting. The Board of Trustees may affirm, reverse, or modify as it deems appropriate, the disposition made at the Second Step. The Board of Trustees shall deliver it's decision to the employee and/or designated representative within five (5) working days after said meeting, and such decision shall be final and binding on both parties.

In order to request arbitration, either party shall serve written notice to the other party specifying the grievance to be submitted. The parties shall thereafter attempt to resolve the issue and select the arbitrator. If such written notification and selection of the artibrator is not completed within thirty (30) days after the Library Director's answer is received by the employee and/or the designated representative, then either party may take action to compel arbitration. Failure to take action to compel arbitration within thirty (30) days will conclusively be deemed abandonment of the right to compel arbitration.

All expenses of the arbitration shall be borne equally by the parties.

The arbitrator's decision shall be final and binding on both parties, it being agreed that the arbitrator shall have no powers to add or subtract from nor to modify any of the terms of any MEMORANDUM OF UNDERSTANDING between the parties and that the arbitrator's award shall be consistent with and controlled by the Personnel Rules, Ordinances and Resolutions of the Placentia Library District, and the Laws and Constitution of the State of California.

B. Any alleged violation of the MEMORANDUM OF UNDERSTANDING, any alleged improver treatment of an employee, or any alleged violation of commonly accepted safety practices and procedures shall be considered a matter subject to review through the grievance procedure.

1. No supervisor shall be represented in grievance matters by an employee whom he may supervise.

C. Any adoption, deletion, or revision of DISTRICT policy as may be suggested or recommended by any employee organization shall not be considered to be a matter subject to review through the grievance procedure.

ARTICLE XII

MISCELLANEOUS

A. If any part of this Agreement is rendered or declared invalid by reason of any existing or subsequently enacted legislation, government regulation or order, or degree of court, the invalidation of such part of this Agreement shall not render invalid the remaining parts of this Agreement.

B. This Agreement can be altered or amended only by a written agreement between the parties hereto.

C. During the term of this Agreement, THE ASSOCIATION shall be the sole and exclusive representative of bargaining unit employees, except that during the period between ninety (90) and one-hundred and twenty (120) days before the termination of this Agreement, any other representative may seek the status of the majority representative of bargaining unit employees.

ARTICLE XIII

EXISTING CONDITIONS OF EMPLOYMENT

Except as expressly provided herein, the adoption of this MEMORANDUM OF UNDERSTANDING shall not change existing benefits, and terms and conditions of employment which have been established in prior MEMORANDA OF UNDERSTANDING.

ARTICLE XIV

DURATION AND TERMINATION

A. This agreement shall be and remain in effect from the 1st day of July, 1995, to and including the 30th day of June, 1998, and from year to year thereafter, provided that should either party desire to terminate this agreement or to modify any portion of and terms hereof, it shall notify the other party in writing not less than ninety (90) days prior to the 1st day of July, 1998, or any 1st day of July of any year thereafter.

B. In the event a written notice to terminate or to modify is given pursuant to the preceding paragraph A, the parties shall submit their proposals for changes herein no later than March 31, 1995. Negotiations upon such proposed changes shall begin as soon as mutually convenient for the parties. During these negotiations this agreement shall remain in full force and effect.

In witness whereof the parties hereto have set their hands this _____ day of July, 1995.

PLACENTIA LIBRARY DISTRICT

_____
LIBRARY DIRECTOR

PLACENTIA LIBRARY DISTRICT
CHAPTER OF THE ORANGE COUNTY
EMPLOYEES ASSOCIATION

_____
OCEA REPRESENTATIVE

_____
ASSOCIATION CHAPTER
REPRESENTATIVE

950334

TO: Library Board of Trustees

FROM: Elizabeth D. Minter, Library Director

DATE: July 18, 1994

SUBJECT: FY1995-1996 Budget

BACKGROUND:

Legislative Activities

Staff continues to be watchful of legislative activities concerning the Orange County Bankruptcy recovery and the State Budget.

At the present time there is nothing to report. A legislative update will be presented at the Board Meeting.

Proposed Revenue Budget for Fund 707 for FY1995-1996

Revenue estimates (Attachment A) are particularly challenging for FY1995-1996 because of the bankruptcy complications and incomplete reporting from the Orange County Auditor's (OCA) Office for Fiscal Year 1994-1995.

Tax distribution staff in OCA reported to me that the property tax refunds to those appealing assessments is between 2% and 3% of our total current secured property tax. This more or less offsets last year's estimated growth of between 4% and 5% of the current secured property tax. Thus a 1% to 2% net growth can still be anticipated as more and more Prop 13-protected houses are sold even at today's depressed real estate values.

Another factor is that the May 15th current secured property tax distribution and homeowners exemption distribution was never received in Fiscal Year 1994-1995 and is scheduled to be credited to our account later this month (in Fiscal Year 1995-1996).

In FY 1994-1995 the District Budget contained a provision for transferring $76,743 from a non-operating fund to the operating fund if adequate cash revenues had not been received. This transfer was never made because all pre-bankruptcy funds were frozen until May 19th. Thus the imbalance in the FY 1994-1995 Budget was absorbed from the Fund 707 carryover balance. The Proposed FY 1995-1996 Revenue Budget for Fund 707 does not include a transfer from a non-operating fund.

The FY 1995-1996 proposed revenue estimate is 1.6% more than the actual FY 1993-1994 revenue.

Proposed Expenditures Budget for Fund 707 for FY1995-1996

Attachment B contains the Proposed Expenditures Budget for Fund 707 for FY1995-1996.

The Salaries and Employee Benefits section contains a salary adjustment of 3% for all staff positions except page shelvers. This is the percentage change required for staff represented by the Memorandum of Understanding. This section also includes salary scale step increases for the staff members scheduled to be eligible for them during the year. There is a reduction of .75 FTE Page Shelvers.

Attachment C contains the Organization Chart for FY 1995-1996 and the Personnel Allocation by Activity for FY 1995-1996.

The OCA staff transferred a FY1995-1996 payroll to Bank of America ten days early thus causing the amount to be shown as a FY1994-1995 expense. This error has been accounted for in the salary budget estimate for FY 1995-1996.

In Maintenance of Building and Grounds the HVAC budget continues to reflect only the monthly maintenance and routine additional charges. Major equipment malfunctions will need to be addressed as they arise and possibly funded from a non-operating account.

Semi-Annual Bond Payment is again split with one payment coming out of the operating budget and the other from the bond redemption fund.

The book budget contains $100,056 for operating fund purchases of books, audio-visual, and periodical materials. Expenditures from this account will be minimized until current year property tax revenues are received in December.

Transportation/Travel contains $3,000 for staff tuition, travel and expenses, and $1,250 for trustee travel and expenses. This will allow some funds for attendance at State and/or National events. An additional $3,450 is available for travel and training through the various literacy grants. Funding for staff attendance at the biennial Public Library Association Conference in Portland will be available through a grant from the Santiago Library System.

Equipment contains $10,000 to replace or upgrade equipment and furniture in support of the electronic publications being purchased through the library materials budget.

Information about proposed expenditures from other funds will be presented at the Board Meeting.

Resolution 95-5 establishing the salary schedules for FY1995-1996 is Attachment D.

Resolution 95-6 authorizing the FY1995-1996 budget will be distributed at the Meeting.

RECOMMENDATIONS:

1. Receive and file the Revenue Estimates for FY1995-1996. Slk / Evans
2. Adopt the Organization Chart for FY1995-1996. – Slk / Evans
3. Read Resolution 95-5 by title only. – Evans / Slkeslar.
4. Adopt Resolution 95-5. Slkeslar / Evans.
5. Read Resolution 95-6 by title only.
6. Adopt Resolution 95-6. Evans / Slkeslar.

Slkeslar – Evans

Special District Property Tax Allocation

Post-it® Fax Note 7671	Date 7/18	# of pages ▸ 1
To Elizabeth Martinez	From Mike Belote	
Co./Dept.	Co.	
Phone #	Phone #	
Fax #	Fax #	

Summary of Special District Property Tax Allocation

(Dollars in Millions)

	Basic Property Tax Levy(a)	Total Operating Revenue(b)	Basic Levy as a % of Total Revenue	Reserves(c)	Reserves as a % of Basic Levy	Preliminary Reallocation Target
Sanitary Districts	$33.6	$162.6	20.7%	$512.4	1523.8%	$33.6
Flood Control	32.3	50.2	64.4	114.5	354.0	3.0-8.0
Water Districts	28.4	305.0	9.3	81.1	285.4	28.4
Harbors, Beaches & Parks	27.1	56.4	48.1	26.9	99.1	15.0-20.0
O.C. Transit District	4.7	127.7	3.7	128.4	2754.5	4.7
Vector Control	1.8	6.3	29.3	3.0	165.9	0
CSDs	1.4	--	--	--	--	0
Cemeteries	0.6	1.7	36.6	6.6	1083.5	0
Libraries & Other	2.1	--	--	--	--	0
Total	$132.1	$709.8	18.6%	$872.9	660.7%	$85.0-$95.0

(a) 1994-1995 fiscal year basic property tax levies as prepared by the Auditor Controller's Tax Unit.

(b) Total operating revenue has been estimated from the most recent, audited financial statements or in the case of Harbors, Beaches and Parks and the Flood Control District from the *1995-1996 County of Orange Proposed Budget*. Figures do not include fees levied for repayment of debt.

(c) Reserves have been estimated from the most recent, audited financial statements or in the case of Harbors, Beaches and Parks and the Flood Control District from the *1995-1996 County of Orange Proposed Budget*.

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7263
652079

Revised 7/18/95

Placentia Library District
Proposed Revenue Budget for Fund 707 for Fiscal Year 1994-1995
July 18, 1995 - Revised

Object Code FY1993-1994	Category	FY1990-1991 Actual	FY1991-1992 Actual	FY1992-1993 Actual	FY1993-1994 Actual	FY1994-1995 Budgeted	FY1994-1995 Actual	FY1995-1996 Proposed
6210	Current Secured	823,832	892,734	824,818	668,080	700,000	644,816	700,000
6230	Prior Secured	24,856	37,363	47,569	100,660	50,000	6,809	53,000
	TOTAL SECURED	848,688	930,097	872,387	768,740	750,000	651,626	753,000
6211	PUBLIC UTILITY	25,633	27,090	28,058	24,362	24,500	25,128	25,000
6220	Current Unsecured	64,438	72,956	56,872	46,640	50,000	47,239	50,000
6240	Prior Unsecured	978	1,258	435	815	0	461	500
	TOTAL UNSECURED	65,416	74,214	57,307	47,455	50,000	47,700	50,500
6690	HOMEOWNER	19,790	20,375	18,101	13,993	14,000	12,454	15,500
	TOTAL ESTIMATE PROVIDED BY ORANGE COUNTY AUDITOR	959,527	1,051,776	975,853	854,549	838,500	736,908	844,000
6260	PENALTIES/DELINQUENCIES	4,289	6,019	7,676	2,158	2,500	0	0
6280	SUPPLEMENTAL - CURRENT	72,614	48,227	34,058	10,037	30,000	8,242	8,500
6300	SUPPLEMENTAL - PRIOR	2,103	3,704	4,939	3,644	3,750	2,312	2,500
6610	INTEREST	46,331	40,373	36,599	31,037	25,000	13,041	25,000
	TOTAL CATEGORIES NOT ESTIMATED BY ORANGE COUNTY AUDITOR	125,337	98,323	83,272	46,876	61,250	23,595	36,000
	TOTAL PROPERTY TAX REVENUE	1,084,864	1,150,099	1,059,125	901,426	899,750	760,503	880,000
6970	STATE LIBRARY	144,764	123,758	105,612	86,938	85,000	74,112	75,000
7130	BANKRUPTCY RECOVERY DISTRIBUTIONS						5,324	5,000
7615	TRANSFER FROM OTHER LIBRARY FUNDS		18,899	100,000	0	76,743	0	0
7670	LOCAL REVENUE	13,969	17,115	32,866	36,424	36,500	32,251	34,000
7680	6 MO. EXPIRED (OUTLAW) CHECKS			9,102	(8,005)	0	(750)	0
	TOTAL REVENUE	1,243,597	1,309,871	1,306,705	1,016,782	1,097,993	871,441	994,000

679,271
84 672
43 188
14 622
764,760

INCOME	1992-93	1993-94	1994-95
General Fund			
Fines	30,516.30	28,402.60	24,965.75
Reserves	1,734.36	1,577.68	1,736.85
Lost/Damaged Items	401.79	1,419.85	2,019.24
Fax/Laminator		0.00	123.66
Children		0.00	161.00
Computer Rental	1,454.75	1,004.50	930.20
Misc. Register Income	138.95	258.78	387.73
Subtotal Register Income	*34,246.15*	*32,663.41*	*30,324.43*
Typewriter Income	192.94	94.32	76.27
Public Telephone Income	870.08	558.38	392.14
Copy Machine Income	1,006.19	263.90	461.74
Interest Income	10.35	26.55	167.70
DL/ILL Reimbursements	57,130.78	36,017.41	22,422.75
State Grants	37,528.00	34,158.00	32,359.00
State Foundation Funds	14,636.00	15,625.00	16,036.00
Subtotal Other Income	*111,374.34*	*86,743.56*	*71,915.60*
TOTAL	**145,620.49**	**119,406.97**	**102,240.03**
County Exempt			
Meeting Room	3,491.20	3,347.00	3,710.00
Test Proctoring	80.00	240.00	400.00
Copy Cards	936.75	811.75	361.50
Microfilm Income	386.50	124.00	63.00
Interest Income	74.40	120.18	145.44
TOTAL	**4,968.85**	**4,642.93**	**4,679.94**

PLACENTIA LIBRARY DISTRICT
PROPOSED EXPENDITURES BUDGET FOR FUND 707 FOR FISCAL YEAR 1995-1996
July 18, 1995

OBJECT CODE	DESCRIPTION	FY91 ACTUAL	FY92 ACTUAL	FY93 ACTUAL	FY94 ACTUAL	FY95 ADOPTED	FY95 ACTUAL	FY96 PROPOSED
0100	Salaries & Wages	624,948.00	700,238.65	752,402.94	554,886.10	499,767.00	518,987.81	512,844
0200	Retirement (Social Security & Pension Contribution)	86,162.64	87,508.99	101,063.84	90,067.88	76,894.18	73,368.39	72,746
	Health Insurance/Care America			38,961.19	28,676.84	24,466.00	19,117.42	21,688
	Long Term Disability			2,485.32	3,313.49	2,730.00	2,492.04	2,462
	Vision Service Plan			2,013.44	1,835.45	1,615.00	1,263.69	1,934
	Dental			5,702.00	5,912.24	4,696.00	4,219.10	4,295
0300	Total Employee Insurance	40,194.04	37,302.50	49,161.95	39,738.02	33,507.00	27,092.25	30,380
0310	Unemployment Insurance	2,115.00	1,717.00	2,579.76	5,567.31	2,500.00	415.46	1,000
0350	Workers Compensation - General	8,979.77	7,602.28	6,098.85	2,731.32	7,750.00	3,864.00	3,800
	TOTAL SALARIES & EMPLOYEE BENEFITS	762,399.45	834,369.42	911,327.34	692,990.63	620,418.18	623,727.91	620,769
0700-00	Communications - Telephone	5,841.73	0.00	3,554.15	4,121.95	3,500.00	1,928.80	3,000
0700-01	Communications - Modem/Fax				0.00		2,713.84	1,800
0700-02	Communications - Internet/Database				0.00		483.46	500
0700-05	Communications - Brodart Cataloging Access			6,092.77	4,869.85	5,100.00	5,320.19	5,500
0700-07	Communications - 321 Grant						134.20	135
0700-08	Communications - Adult Literacy		0.00	896.35	485.82	950.00	553.09	575
	Total Communications	5,841.73	0.00	10,543.27	9,477.62	9,550.00	11,133.58	11,510
0900-00	Food - General Fund	0.00	88.83	0.00	1.99	100.00	205.98	100
0900-07	Food - 321 Grant				0.00		0.00	50
0900-08	Food - Adult Literacy				0.00		30.43	50
090-009	Food - Family Literacy			32.26	315.85		35.74	50
	Total Food	0.00	88.83	32.26	317.84	100.00	272.15	250
1000-00	Household Expense	3,311.71	4,479.02	3,596.68	3,172.21	4,500.00	3,177.16	3,500
1100-00	Insurance	13,065.63	14,718.87	14,649.00	18,374.25	18,500.00	15,223.66	15,500
1300-00	Maintenance of Equipment - General Fund	3,003.13	7,575.16	4,453.27	6,793.53	7,500.00	5,377.32	8,000
1300-07	Maintenance of Equipment - 321 Grant				0.00		0.00	0
1300-08	Maintenance of Equipment - Adult Literacy				0.00		969.00	1,000
1300-09	Maintenance of Equipment - Family Literacy				0.00		0.00	
	Total Maintenance of Equipment	3,003.13	7,575.16	4,453.27	6,793.53	7,500.00	6,346.32	9,000

PLACENTIA LIBRARY DISTRICT
PROPOSED EXPENDITURES BUDGET FOR FUND 707 FOR FISCAL YEAR 1995-1996
July 18, 1995

OBJECT CODE	DESCRIPTION	FY91 ACTUAL	FY92 ACTUAL	FY93 ACTUAL	FY94 ACTUAL	FY95 ADOPTED	FY95 ACTUAL	FY96 PROPOSED
	HVAC			13,623.83	4,141.52	3,600.00	2,390.82	3,600
	Carpet Cleaning			2,894.55	3,176.25	3,500.00	800.00	1,500
	Groundskeeping, City of Placentia			23,537.42	27,101.43	22,000.00	21,979.52	24,000
	Plumbing			523.71	1,146.60	750.00	765.56	750
	Electrical			982.57	1,174.22	1,500.00	3,601.71	3,740
	Cleaning Service			13,060.20	11,683.04	11,700.00	11,400.00	11,700
	Locksmith			87.45	827.12	300.00	55.19	200
	Other	44,124.45		1,141.36	(575.62)	500.00	3,639.32	500
1400-00	Total Maintenance of Building & Grounds	44,124.45	60,144.19	55,851.09	48,674.56	43,850.00	44,632.12	45,990
1600-00	Memberships - General Fund	2,199.00	3,452.19	3,325.25	2,978.50	3,000.00	2,154.65	2,400
1600-07	Memberships - 321 Grant				0.00		0.00	0
1600-08	Memberships - Adult Literacy				0.00		135.00	150
1600-09	Memberships - Family Literacy				0.00		0.00	0
	Total Memberships	2,199.00	3,452.19	3,325.25	2,978.50	3,000.00	2,289.65	2,550
1700-00	Miscellaneous Expense - General Fund	0.00	349.86	0.00	2,439.95	0.00	702.50	0
1700-07	Miscellaneous Expense - 321 Grant				0.00		0.00	0
1700-08	Miscellaneous Expense - Adult Literacy				0.00		28.03	0
1700-09	Miscellaneous Expense - Family Literacy				0.00		0.00	0
	Total Miscellaneous Expense	0.00	349.86	0.00	2,439.95	0.00	730.53	0
	Library Supplies			9,042.32	5,251.95	6,500.00	5,618.20	6,000
	Printing			4,172.71	8,983.64	9,000.00	8,610.34	9,000
	EZ Copy - copy cards for sale to patrons			1,571.32	0.00	0.00	0.00	0
	Publications			1,965.00	312.00	1,000.00	850.05	1,000
	Paper			1,143.69	672.00	900.00	885.95	900
	Drinking Water Service			299.40	274.45	325.00	299.40	300
	Other Office Supplies			10,585.64	4,608.25	5,500.00	6,462.27	5,500
1800-00	Total Office Supply Expense - General Fund			28,800.08	20,102.29	23,225.00	22,726.21	22,700
1800-07	Literacy Dept Educ 321 Grant Supply Expense			0.00	729.13	0.00	0.00	0
	Printing			616.54	3,343.24	2,800.00	2,938.36	3,000
	Publications			0.00	0.00	0.00	2,062.86	2,100
	Paper			86.93	12.31	50.00	0.00	50
	Other Office Supplies			1,953.93	573.49	1,800.00	328.25	350
1800-08	Total Adult Literacy Office Supply Expense			2,657.40	3,929.04	4,650.00	5,329.47	5,500
1800-09	Family Literacy Supply Expense			4,832.97	2,154.59	4,800.00	6,014.75	6,000
	Total Office Expense	19,390.29	24,542.09	36,290.45	26,915.05	32,675.00	34,070.43	34,200

PLACENTIA LIBRARY DISTRICT
PROPOSED EXPENDITURES BUDGET FOR FUND 707 FOR FISCAL YEAR 1995-1996
July 18, 1995

OBJECT CODE	DESCRIPTION	FY91 ACTUAL	FY92 ACTUAL	FY93 ACTUAL	FY94 ACTUAL	FY95 ADOPTED	FY95 ACTUAL	FY96 PROPOSED
1803-00	Postage Expense - General Fund	2,375.04		1,970.50	(19.13)	2,000.00	1,450.99	1,800
1803-01	Postage Expense - LSCA II Grant				0.00		19.95	100
1803-08	Postage Expense - Adult Literacy			894.17	668.89	700.00	182.42	300
1803-09	Postage Expense - Family Literacy			29.00	477.79		114.84	150
	Total Postage Expense	2,375.04	0.00	2,893.67	1,127.55	2,700.00	1,768.20	2,350
	Care Resources (Employee Assistance)			693.00	455.00	650.00	280.00	650
	Pension Fund Operating & Investment Mgmt. Expenses			5,029.59	4,487.59	5,500.00	5,640.50	5,800
	Anaheim Library Automated Library System			42,631.10	37,392.29	40,000.00	37,960.12	40,000
	Clipping Service			368.52	390.52	375.00	392.52	400
	Tax Collection Services & Fees by Orange County			545.51	472.55	250.00	138.85	175
	Advertising			552.50	97.50	400.00	72.97	200
	Medical Exams			324.00	552.00	525.00	760.00	750
	Collection Services - Accounts Receivable			0.00	0.00	500.00	3,700.00	3,700
	Audit & Accounting Services			2,950.00	3,200.00	3,200.00	3,530.00	3,750
	Payroll Preparation			2,367.28	5,120.72	2,800.00	2,441.95	2,500
	Election Expenses			0.00	0.00	13,000.00	0.00	0
	Staff Training in Library			0.00	0.00	0.00	0.00	0
	Other			8,101.87	10,835.99	8,000.00	2,693.76	3,000
1900-00	Total Specialized Services - General Fund	61,688.26	64,407.71	63,563.37	63,004.16	75,200.00	57,610.67	60,925
1900-01	Specialized Services - LSCA II Grant	10,278.00	0.00	0.00	0.00	0.00	11,243.26	0
1900-07	Specialized Services - 321 Grant				0.00		0.00	0
1900-08	Specialized Services - Adult Literacy	6,093.95	2,069.14	1,077.40	630.00	1,200.00	2,653.08	2,750
1900-09	Specialized Services - Family Literacy	0.00	2,467.26	812.00	(25.00)	1,200.00	5,505.00	5,500
1900-18	Tax Collection Services & Fees by Orange County	0.00	13,553.04	2,401.91	1,863.22	2,500.00	1,813.96	2,000
	Total Specialized Services	78,060.21	82,497.15	67,854.68	65,472.38	80,100.00	78,825.97	71,175
2000-00	Legal Notices - General Fund	0.00	600.27	521.08	110.88	700.00	141.75	500
2000-01	Legal Notices - LSCA II Grant				0.00		0.00	750
	Total Legal Notices	0.00	600.27	521.08	110.88	700.00	141.75	1,250
2100-00	Rents/Leases-Equipment	0.00	82.00	0.00	0.00	0.00	0.00	0
2200-00	Semi-Annual Bond Payment	71,800.00	71,800.00	0.00	35,900.00	35,900.00	35,900.00	35,900
2300-00	Small Tools/Instruments			497.32	0.00		0.00	0

PLACENTIA LIBRARY DISTRICT
PROPOSED EXPENDITURES BUDGET FOR FUND 707 FOR FISCAL YEAR 1995-1996
July 18, 1995

OBJECT CODE	DESCRIPTION	FY91 ACTUAL	FY92 ACTUAL	FY93 ACTUAL	FY94 ACTUAL	FY95 ADOPTED	FY95 ACTUAL	FY96 PROPOSED
2400-00	Special Department Expense - Miscellaneous	0.00	745.48	14.95	27.21	100.00	414.19	100
2400-01	Special Department Expense- Books	122,463.09	115,541.59	109,878.89	23,263.83	110,500.00	50,853.68	25,056
2400-02	Special Department Expense - Video	5,790.92	5,115.55	957.33	0.00	11,000.00	27.45	2,000
2400-03	Special Department Expense - Electronic	0.00	3,776.83	0.00	0.00	0.00	4,431.22	25,000
2400-04	Special Department Expense - Periodicals	10,233.49	4,159.91	39,890.38	9,243.74	15,500.00	9,414.09	5,000
2400-05	Special Department Expense - Audio	5,411.88	7,461.82	4,027.63	1,180.01	13,000.00	0.00	3,000
2400-07	Special Department Expense - 321 Grant	0.00	4,461.67	0.00	0.00	0.00	215.34	0
2400-08	Special Department Expense - Adult Literacy			118.80	2,252.85	500.00	1,381.15	500
2400-09	Special Department Expense - Family Literacy	0.00	590.51	1,439.19	925.19	500.00	3,228.99	500
	Total Special Department Expense	143,899.38	141,853.36	156,327.17	36,892.83	151,100.00	69,966.11	61,156
2600-00	Transportation/Travel - General	0.00	60.00	0.00	0.00	0.00	0.00	0
2700-00	Transportation/Travel - Meetings, Staff Out of Town	8,427.00	10,805.00	6,292.83	5,355.11	7,500.00	6,590.33	0
2700-01	Transportation/Travel - Meetings, Staff Local				0.00		1,867.75	2,000
2700-02	Transportation/Travel - Meetings, Board Out of Town				0.00		61.48	750
2700-03	Transportation/Travel - Meetings, Board Local				0.00		699.00	500
2700-04	Transportation/Travel - Meetings, LSCA II Grant				0.00		0.00	0
2700-07	Transportation/Travel - Meetings, 321 Grant				0.00		2,631.92	2,750
2700-08	Transportation/Travel - Meetings - Adult Literacy			728.00	1,408.01	850.00	137.00	500
2700-09	Transportation/Travel - Meetings - Family Literacy	0.00		941.50	1,141.37	750.00	91.65	200
	Total Transportation/Travel - Meetings	8,427.00	10,805.00	7,962.33	7,904.49	9,100.00	12,079.13	6,700
	Electricity			56,813.70	57,098.74	58,000.00	48,474.74	58,000
	Gas			2,917.30	2,033.77	3,075.00	2,938.78	3,075
	Water			1,888.97	1,683.49	1,925.00	1,803.99	1,925
280-000	Total Utilities	59,583.61	66,780.08	61,619.97	60,816.00	63,000.00	53,217.51	63,000
	TOTAL SUPPLIES & SERVICES	455,081.18	489,826.07	426,417.49	327,367.64	462,275.00	369,774.27	364,031
370-000	Taxes, Assessments (Sales Tax)	0.00	1,262.82	610.04	688.32	300.00	1,284.00	1,200
400-000	Equipment	0.00	19,583.43	711.12	3,863.73	15,000.00	4,725.29	8,000
400-007	Equipment - 321 Grant				0.00		0.00	0
400-008	Equipment - CLC Grant	0.00	472.96	0.00	2,202.42	0.00	2,150.05	0
400-009	Equipment - FFL Grant				0.00		0.00	0
400-111	Equipment	11,181.79	2,245.40	0.00	0.00	0.00	0.00	0
	Total Equipment	11,181.79	22,301.79	711.12	6,066.15	15,000.00	6,875.34	8,000
420-000	Structures/Improvements	0.00	107.73	0.00	0.00	0.00	0.00	0
	TOTAL EQUIPMENT EXPENSE	11,181.79	22,409.52	711.12	6,066.15	15,000.00	6,875.34	8,000
5600	INVESTMENT POOL LOSS	0.00	0.00	0.00	0.00	0.00	34,733.31	0
	TOTAL EXPENSES	1,226,662.42	1,347,867.83	1,339,065.99	1,027,112.74	1,097,993.18	1,036,394.83	994,000

FY95 Salary & Retirement figures include 1st payroll for FY96 for a total misallocation by the Orange County Auditor of $20,692.28.

Category	Fund 702 Maj Equip	Fund 703 Automation	Fund 706 Bond Redemp	Fund 707 General	Fund 708 Sick Lv	TOTAL ALL FUNDS
Cash balance 7/1/95	83,525	45,956	209,245	213,545	5,896	558,168
Anticipated Revenues						
General Fund & Interest	7,204	3,964	18,047	994,000	509	1,023,724
LSCA II Grant Reimbursement	43,959					43,959
Photocopier Revenues (equipment payback	10,000					10,000
Printer Revenues (equipment payback)	1,800					1,800
Cash Balance plus Revenues	146,489	49,919	227,292	1,207,545	6,405	1,637,650
Proposed Expenditures						
General Fund Budget	0	0	35,900	994,000	0	1,029,900
LSCA II Grant (60% of Total Project)	104,898	0	0	0	0	104,898
Photocopier Replacement	25,000	0	0	0	0	25,000
Computer Hardware & Cabling for LAN	0	48,000	0	0	0	48,000
TOTAL EXPENDITURES	129,898	48,000	35,900	994,000	0	1,207,798
Year-End Balance	16,591	1,919	191,392	213,545	6,405	429,852

Placentia Library District
Proposed Revenue Budget for Fund 707 for Fiscal Year 1994-1995
July 18, 1995

Object Code FY1993-1994	Category	FY1990-1991 Actual	FY1991-1992 Actual	FY1992-1993 Actual	FY1993-1994 Actual	FY1994-1995 Budgeted	FY1994-1995 Actual	FY1995-1996 Proposed
6210	Current Secured	823,832	892,734	824,818	668,080	700,000	644,816	718,000
6230	Prior Secured	24,856	37,363	47,569	100,660	50,000	6,809	75,000
	TOTAL SECURED	848,688	930,097	872,387	768,740	750,000	651,626	793,000
6211	PUBLIC UTILITY	25,633	27,090	28,058	24,362	24,500	25,128	25,000
6220	Current Unsecured	64,438	72,956	56,872	46,640	50,000	47,239	50,000
6240	Prior Unsecured	978	1,258	435	815	0	461	500
	TOTAL UNSECURED	65,416	74,214	57,307	47,455	50,000	47,700	50,500
6690	HOMEOWNER	19,790	20,375	18,101	13,993	14,000	12,454	15,500
	TOTAL ESTIMATE PROVIDED BY ORANGE COUNTY AUDITOR	959,527	1,051,776	975,853	854,549	838,500	736,908	884,000
6260	PENALTIES/DELINQUENCIES	4,289	6,019	7,676	2,158	2,500	0	0
6280	SUPPLEMENTAL - CURRENT	72,614	48,227	34,058	10,037	30,000	8,242	8,500
6300	SUPPLEMENTAL - PRIOR	2,103	3,704	4,939	3,644	3,750	2,312	2,500
6610	INTEREST	46,331	40,373	36,599	31,037	25,000	13,041	25,000
	TOTAL CATEGORIES NOT ESTIMATED BY ORANGE COUNTY AUDITOR	125,337	98,323	83,272	46,876	61,250	23,595	36,000
	TOTAL PROPERTY TAX REVENUE	1,084,864	1,150,099	1,059,125	901,426	899,750	760,503	920,000
6970	STATE LIBRARY	144,764	123,758	105,612	86,938	85,000	74,112	75,000
7130	BANKRUPTCY RECOVERY DISTRIBUTIONS						5,324	5,000
7615	TRANSFER FROM OTHER LIBRARY FUNDS		18,899	100,000	0	76,743	0	0
7670	LOCAL REVENUE	13,969	17,115	32,866	36,424	36,500	32,251	34,000
7680	6 MO. EXPIRED (OUTLAW) CHECKS			9,102	(8,005)	0	(750)	0
	TOTAL REVENUE	1,243,597	1,309,871	1,306,705	1,016,782	1,097,993	871,441	1,034,000

Agenda Item 24
Attachment A

PLACENTIA LIBRARY DISTRICT
PROPOSED EXPENDITURES BUDGET FOR FUND 707 FOR FISCAL YEAR 1995-1996
July 18, 1995

OBJECT CODE	DESCRIPTION	FY91 ACTUAL	FY92 ACTUAL	FY93 ACTUAL	FY94 ACTUAL	FY95 ADOPTED	FY95 ACTUAL	FY96 PROPOSED
0100	Salaries & Wages	624,948.00	700,238.65	752,402.94	554,886.10	499,767.00	518,987.81	512,844
0200	Retirement (Social Security & Pension Contribution)	86,162.64	87,508.99	101,063.84	90,067.88	76,894.18	73,368.39	72,746
	Health Insurance/Care America			38,981.19	28,676.84	24,466.00	19,117.42	21,688
	Long Term Disability			2,485.32	3,313.49	2,730.00	2,492.04	2,462
	Vision Service Plan			2,013.44	1,835.45	1,615.00	1,263.69	1,934
	Dental			5,702.00	5,912.24	4,696.00	4,219.10	4,295
0300	Total Employee Insurance	40,194.04	37,302.50	49,181.95	39,738.02	33,507.00	27,092.25	30,380
0310	Unemployment Insurance	2,115.00	1,717.00	2,579.76	5,567.31	2,500.00	415.46	1,000
0350	Workers Compensation - General	8,979.77	7,602.28	6,098.85	2,731.32	7,750.00	3,864.00	3,800
	TOTAL SALARIES & EMPLOYEE BENEFITS	762,399.45	834,369.42	911,327.34	692,990.63	620,419.18	623,727.91	620,769
0700-00	Communications - Telephone	5,841.73	0.00	3,554.15	4,121.95	3,500.00	1,928.80	3,000
0700-01	Communications - Modem/Fax				0.00		2,713.84	1,800
0700-02	Communications - Internet/Database				0.00		483.46	500
0700-05	Communications - Brodart Cataloging Access			6,092.77	4,869.85	5,100.00	5,320.19	5,500
0700-07	Communications - 321 Grant						134.20	135
0700-08	Communications - Adult Literacy		0.00	896.35	485.82	950.00	553.09	575
	Total Communications	5,841.73	0.00	10,543.27	9,477.62	9,550.00	11,133.58	11,510
0900-00	Food - General Fund	0.00	88.83	0.00	1.99	100.00	205.98	100
0900-07	Food - 321 Grant				0.00		0.00	50
0900-08	Food - Adult Literacy				0.00		30.43	50
090-009	Food - Family Literacy			32.26	315.85		35.74	50
	Total Food	0.00	88.83	32.26	317.84	100.00	272.15	250
1000-00	Household Expense	3,311.71	4,479.02	3,596.68	3,172.21	4,500.00	3,177.16	3,500
1100-00	Insurance	13,065.63	14,716.87	14,649.00	18,374.25	18,500.00	15,223.66	15,500
1300-00	Maintenance of Equipment - General Fund	3,003.13	7,575.16	4,453.27	6,793.53	7,500.00	5,377.32	6,000
1300-07	Maintenance of Equipment - 321 Grant				0.00		0.00	0
1300-08	Maintenance of Equipment - Adult Literacy				0.00		969.00	1,000
1300-09	Maintenance of Equipment - Family Literacy				0.00		0.00	
	Total Maintenance of Equipment	3,003.13	7,575.16	4,453.27	6,793.53	7,500.00	6,346.32	7,000

Agenda Item 24
Attachment B

PLACENTIA LIBRARY DISTRICT
PROPOSED EXPENDITURES BUDGET FOR FUND 707 FOR FISCAL YEAR 1995-1996
July 18, 1995

OBJECT CODE	DESCRIPTION	FY91 ACTUAL	FY92 ACTUAL	FY93 ACTUAL	FY94 ACTUAL	FY95 ADOPTED	FY95 ACTUAL	FY96 PROPOSED
	HVAC			13,623.83	4,141.52	3,600.00	2,390.82	3,600
	Carpet Cleaning			2,894.55	3,176.25	3,500.00	800.00	1,500
	Groundskeeping, City of Placentia			23,537.42	27,101.43	22,000.00	21,979.52	24,000
	Plumbing			523.71	1,146.60	750.00	765.56	750
	Electrical			982.57	1,174.22	1,500.00	3,601.71	3,740
	Cleaning Service			13,060.20	11,683.04	11,700.00	11,400.00	11,700
	Locksmith			87.45	827.12	300.00	55.19	200
	Other	44,124.45		1,141.36	(575.62)	500.00	3,639.32	500
1400-00	Total Maintenance of Building & Grounds	44,124.45	60,144.19	55,851.09	48,674.56	43,850.00	44,632.12	45,990
1600-00	Memberships - General Fund	2,199.00	3,452.19	3,325.25	2,978.50	3,000.00	2,154.65	2,400
1600-07	Memberships - 321 Grant				0.00		0.00	0
1600-08	Memberships - Adult Literacy				0.00		135.00	150
1600-09	Memberships - Family Literacy				0.00		0.00	0
	Total Memberships	2,199.00	3,452.19	3,325.25	2,978.50	3,000.00	2,289.65	2,550
1700-00	Miscellaneous Expense - General Fund	0.00	349.86	0.00	2,439.95	0.00	702.50	0
1700-07	Miscellaneous Expense - 321 Grant				0.00		0.00	0
1700-08	Miscellaneous Expense - Adult Literacy				0.00		28.03	0
1700-09	Miscellaneous Expense - Family Literacy				0.00		0.00	0
	Total Miscellaneous Expense	0.00	349.86	0.00	2,439.95	0.00	730.53	0
	Library Supplies			9,042.32	5,251.95	6,500.00	5,618.20	6,000
	Printing			4,172.71	8,983.64	9,000.00	8,610.34	9,000
	EZ Copy - copy cards for sale to patrons			1,571.32	0.00	0.00	0.00	0
	Publications			1,985.00	312.00	1,000.00	850.05	1,000
	Paper			1,143.69	672.00	900.00	885.95	900
	Drinking Water Service			299.40	274.45	325.00	299.40	300
	Other Office Supplies			10,585.64	4,608.25	5,500.00	6,462.27	5,500
1800-00	Total Office Supply Expense - General Fund			28,800.08	20,102.29	23,225.00	22,726.21	22,700
1800-07	Literacy Dept Educ 321 Grant Supply Expense			0.00	729.13	0.00	0.00	0
	Printing			616.54	3,343.24	2,800.00	2,938.36	3,000
	Publications			0.00	0.00	0.00	2,062.86	2,100
	Paper			86.93	12.31	50.00	0.00	50
	Other Office Supplies			1,953.93	573.49	1,800.00	328.25	350
1800-08	Total Adult Literacy Office Supply Expense			2,657.40	3,929.04	4,650.00	5,329.47	5,500
1800-09	Family Literacy Supply Expense			4,832.97	2,154.59	4,800.00	6,014.75	6,000
	Total Office Expense	19,390.29	24,542.09	36,290.45	26,915.05	32,675.00	34,070.43	34,200

PLACENTIA LIBRARY DISTRICT
PROPOSED EXPENDITURES BUDGET FOR FUND 707 FOR FISCAL YEAR 1995-1996
July 18, 1995

OBJECT CODE	DESCRIPTION	FY91 ACTUAL	FY92 ACTUAL	FY93 ACTUAL	FY94 ACTUAL	FY95 ADOPTED	FY95 ACTUAL	FY96 PROPOSED
1803-00	Postage Expense - General Fund	2,375.04		1,970.50	(19.13)	2,000.00	1,450.99	1,800
1803-01	Postage Expense - LSCA II Grant				0.00		19.95	100
1803-08	Postage Expense - Adult Literacy			894.17	668.89	700.00	182.42	300
1803-09	Postage Expense - Family Literacy			29.00	477.79		114.84	150
	Total Postage Expense	2,375.04	0.00	2,893.67	1,127.55	2,700.00	1,768.20	2,350
	Care Resources (Employee Assistance)			693.00	455.00	650.00	280.00	650
	Pension Fund Operating & Investment Mgmt. Expenses			5,029.59	4,487.59	5,500.00	5,640.50	5,800
	Anaheim Library Automated Library System			42,631.10	37,392.29	40,000.00	37,960.12	40,000
	Clipping Service			368.52	390.52	375.00	392.52	400
	Tax Collection Services & Fees by Orange County			545.51	472.55	250.00	138.85	175
	Advertising			552.50	97.50	400.00	72.97	200
	Medical Exams			324.00	552.00	525.00	760.00	750
	Collection Services - Accounts Receivable			0.00	0.00	500.00	3,700.00	3,700
	Audit & Accounting Services			2,950.00	3,200.00	3,200.00	3,530.00	3,750
	Payroll Preparation			2,367.28	5,120.72	2,800.00	2,441.95	2,500
	Election Expenses			0.00	0.00	13,000.00	0.00	0
	Staff Training in Library			0.00	0.00	0.00	0.00	0
	Other			8,101.87	10,835.99	8,000.00	2,693.76	3,000
1900-00	Total Specialized Services - General Fund	61,688.26	64,497.71	63,563.37	63,004.16	75,200.00	57,610.67	60,925
1900-01	Specialized Services - LSCA II Grant	10,278.00	0.00	0.00	0.00	0.00	11,243.26	0
1900-07	Specialized Services - 321 Grant				0.00		0.00	0
1900-08	Specialized Services - Adult Literacy	6,093.95	2,069.14	1,077.40	630.00	1,200.00	2,653.08	2,750
1900-09	Specialized Services - Family Literacy	0.00	2,467.26	812.00	(25.00)	1,200.00	5,505.00	5,500
1900-18	Tax Collection Services & Fees by Orange County	0.00	13,553.04	2,401.91	1,863.22	2,500.00	1,813.96	2,000
	Total Specialized Services	78,060.21	82,497.15	67,854.68	65,472.38	80,100.00	78,825.97	71,175
2000-00	Legal Notices - General Fund	0.00	600.27	521.08	110.88	700.00	141.75	500
2000-01	Legal Notices - LSCA II Grant				0.00		0.00	750
	Total Legal Notices	0.00	600.27	521.08	110.88	700.00	141.75	1,250
2100-00	Rents/Leases-Equipment	0.00	82.00	0.00	0.00	0.00	0.00	0
2200-00	Semi-Annual Bond Payment	71,800.00	71,800.00	0.00	35,900.00	35,900.00	35,900.00	35,900
2300-00	Small Tools/Instruments			497.32	0.00		0.00	0

PLACENTIA LIBRARY DISTRICT
PROPOSED EXPENDITURES BUDGET FOR FUND 707 FOR FISCAL YEAR 1995-1996
July 18, 1995

OBJECT CODE	DESCRIPTION	FY91 ACTUAL	FY92 ACTUAL	FY93 ACTUAL	FY94 ACTUAL	FY95 ADOPTED	FY95 ACTUAL	FY96 PROPOSED
2400-00	Special Department Expense - Miscellaneous	0.00	745.48	14.95	27.21	100.00	414.19	100
2400-01	Special Department Expense- Books	122,463.09	115,541.59	109,878.89	23,263.83	110,500.00	50,853.68	51,056
2400-02	Special Department Expense - Video	5,790.92	5,115.55	957.33	0.00	11,000.00	27.45	7,000
2400-03	Special Department Expense - Electronic	0.00	3,776.83	0.00	0.00	0.00	4,431.22	30,000
2400-04	Special Department Expense - Periodicals	10,233.49	4,159.91	39,890.38	9,243.74	15,500.00	9,414.09	6,000
2400-05	Special Department Expense - Audio	5,411.88	7,461.82	4,027.63	1,180.01	13,000.00	0.00	5,000
2400-07	Special Department Expense - 321 Grant	0.00	4,461.67	0.00	0.00	0.00	215.34	0
2400-08	Special Department Expense - Adult Literacy			118.80	2,252.85	500.00	1,381.15	500
2400-09	Special Department Expense - Family Literacy	0.00	590.51	1,439.19	925.19	500.00	3,228.99	500
	Total Special Department Expense	143,899.38	141,853.36	156,327.17	36,892.83	151,100.00	69,966.11	100,156
2600-00	Transportation/Travel - General	0.00	60.00	0.00	0.00	0.00	0.00	0
2700-00	Transportation/Travel - Meetings, Staff Out of Town	8,427.00	10,805.00	6,292.83	5,355.11	7,500.00	6,590.33	0
2700-01	Transportation/Travel - Meetings, Staff Local				0.00		1,867.75	3,000
2700-02	Transportation/Travel - Meetings, Board Out of Town				0.00		61.48	750
2700-03	Transportation/Travel - Meetings, Board Local				0.00		699.00	500
2700-04	Transportation/Travel - Meetings, LSCA II Grant				0.00		0.00	0
2700-07	Transportation/Travel - Meetings, 321 Grant				0.00		2,631.92	2,750
2700-08	Transportation/Travel - Meetings - Adult Literacy			728.00	1,408.01	850.00	137.00	500
2700-09	Transportation/Travel - Meetings - Family Literacy	0.00		941.50	1,141.37	750.00	91.65	200
	Total Transportation/Travel - Meetings	8,427.00	10,805.00	7,962.33	7,904.49	9,100.00	12,079.13	7,700
	Electricity			56,813.70	57,098.74	58,000.00	48,474.74	58,000
	Gas			2,917.30	2,033.77	3,075.00	2,938.78	3,075
	Water			1,888.97	1,683.49	1,925.00	1,803.99	1,925
280-000	Total Utilities	59,583.61	66,780.08	61,619.97	60,816.00	63,000.00	53,217.51	63,000
	TOTAL SUPPLIES & SERVICES	455,081.18	459,326.07	426,417.49	327,367.64	462,275.00	369,774.27	402,031
370-000	Taxes, Assessments (Sales Tax)	0.00	1,262.82	610.04	688.32	300.00	1,284.00	1,200
400-000	Equipment	0.00	19,583.43	711.12	3,863.73	15,000.00	4,725.29	10,000
400-007	Equipment - 321 Grant				0.00		0.00	0
400-008	Equipment - CLC Grant	0.00	472.96	0.00	2,202.42	0.00	2,150.05	0
400-009	Equipment - FFL Grant				0.00		0.00	0
400-111	Equipment	11,181.79	2,245.40	0.00	0.00	0.00	0.00	0
	Total Equipment	11,181.79	22,301.79	711.12	6,066.15	15,000.00	6,875.34	10,000
420-000	Structures/Improvements	0.00	107.73	0.00	0.00	0.00	0.00	0
	TOTAL EQUIPMENT EXPENSE	11,181.79	22,409.52	711.12	6,066.15	15,000.00	6,875.34	10,000
5600	INVESTMENT POOL LOSS	0.00	0.00	0.00	0.00	0.00	34,733.31	0
	TOTAL EXPENSES	1,228,662.42	1,347,867.83	1,339,065.99	1,027,112.74	1,097,993.18	1,036,394.83	1,034,000

FY95 Salary & Retirement figures include 1st payroll for FY96 for a total misallocation by the Orange County Auditor of $20,692.28.

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

Organization Chart for Fiscal Year 1995-1996
Adopted July, 18 1995

Library Staff
(15.35 FTE)

LIBRARY BOARD

Library Director (1.00 FTE)

Administrative Services(1.40 FTE)

Administrative Assistant
(1.00 FTE)
Dumitru

Library Assistant
(.25 FTE)
Willauer

Library Clerk II
(.15 FTE)
Cummings

Adult Services (4.50 FTE)

Principal Librarian
(.50 FTE)
Ammar

Library Clerk II
(.25 FTE)
Vacant/Clark

Reference Desk (2.25 FTE)

Principal Librarian
(.50 FTE)
Ammar

Librarian II
(1.00 FTE)
McClain

Librarian
(.50 FTE)
Shook

Library Assistant
(.25 FTE)
Jackson

Literacy Services (1.50 FTE)

Library Assistant/
Literacy Coordinator
(.75 FTE)
Matas (.50 FTE)
Walters (.25 FTE)

Library Assistant/
Family Literacy
Coordinator
(.50 FTE)
Walters

Library Clerk I
(.25 FTE)
Wnek

Children's Services (2.25 FTE)

Librarian II
(.75 FTE)
Schneider

Library Assistant
(.75 FTE)
Willauer

Library Clerk I
(.25 FTE)
Walters

Library Aide
(.50 FTE)
Guzman

Circulation Services (5.75 FTE)

Library Assistant
(1.00 FTE)
Burkich

Library Clerk II
(.25 FTE)
Cummmings

Library Clerk I
(2.00 FTE)
Wnek
Conn
Vacant

Library Student Page
(2.50 FTE)

Technical Services (.70 FTE)

Librarian
(.50 FTE)
Shook

Library Clerk II
(.20 FTE)
Cummings

Placentia Library District

Personnel Allocation by Activity for Fiscal Year 1994-1995
June 20, 1994

	Admin	Adult	Literacy	Child	Circ	Tech Svcs	TOTAL
Library Director	1.00						1.00
Principal Librarian		1.00					1.00
Administrative Assistant	1.00						1.00
Librarian II		1.00		0.75			1.75
Librarian		0.50				0.50	1.00
Library Assistant	0.25	0.25	1.25	0.75	1.00		3.50
Library Clerk II	0.15	0.25			0.25	0.20	0.85
Library Clerk I			0.25	0.25	2.00		2.50
Library Aide		0.50		0.50			1.00
Page					2.50		2.50
TOTAL	2.40	3.50	1.50	2.25	5.75	0.70	16.10

Personnel Allocation by Activity for Fiscal Year 1995-1996
July 18, 1995

	Admin	Adult	Literacy	Child	Circ	Tech Svcs	TOTAL
Library Director	1.00						1.00
Principal Librarian		1.00					1.00
Administrative Assistant	1.00						1.00
Librarian II		1.00		0.75			1.75
Librarian		0.50				0.50	1.00
Library Assistant	0.25	0.25	1.25	0.75	1.00		3.50
Library Clerk II	0.15	0.25			0.25	0.20	0.85
Library Clerk I			0.25	0.25	2.00		2.50
Library Aide				0.50			0.50
Page					2.25		2.25
TOTAL	2.40	3.00	1.50	2.25	5.50	0.70	15.35

RESOLUTION 95-5

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE PLACENTIA LIBRARY DISTRICT OF ORANGE COUNTY ESTABLISHING THE SALARIES FOR EMPLOYEES OF THE PLACENTIA LIBRARY DISTRICT OF ORANGE COUNTY

WHEREAS, Section 19469 of the Education Code of the State of California establishes that the Board of Library Trustees shall fix the compensation of all employees.

BE IT RESOLVED, that the Placentia Library District of Orange County Board of Trustees adopts the Placentia Library District Salary Scale for Employees for Fiscal Year 1995-1996 dated July 18, 1995, and implements such on July 1, 1995.

AYES: TRUSTEES:

NOES: TRUSTEES:

ABSTAIN: TRUSTEES:

ABSENT: TRUSTEES:

State of California)
)ss.
County of Orange)

I, Saundra M. Stark, Secretary of the Board of Trustees of the Placentia Library District of Orange County hereby certify that the above and foregoing Resolution was duly and regularly adopted by the Board of Trustees at a Regular Meeting hereof held on the eighteenth day of July, 1995.

IN WITNESS THEREOF, I have hereunto set my hand and seal this eighteenth day of July, 1995.

_____
Saundra M. Stark, Secretary
Board of Trustees of the Placentia Library District
of Orange County

PLACENTIA LIBRARY DISTRICT
Salary Scale for Fiscal Year 1995-1996
effective July 1, 1995

Classification		1	2	3	4	5	6	7	8	9	10
CLERK I	HR	8.96	9.19	9.41	9.65	9.89	10.14	10.39	10.65	10.92	11.46
	PP	716.88	734.80	753.17	772.00	791.30	811.08	831.36	852.15	873.45	917.12
	AN	18,638.88	19,104.85	19,582.47	20,072.04	20,573.84	21,088.18	21,615.39	22,155.77	22,709.67	23,845.15
	MO	1,553.24	1,592.07	1,631.87	1,672.67	1,714.49	1,757.35	1,801.28	1,846.31	1,892.47	1,987.10
CLERK II	HR	10.14	10.39	10.65	10.91	11.19	11.47	11.75	12.05	12.35	12.97
	PP	810.82	831.09	851.86	873.16	894.99	917.36	940.30	963.81	987.90	1,037.30
	AN	21,081.22	21,608.25	22,148.45	22,702.16	23,269.72	23,851.46	24,447.75	25,058.94	25,685.41	26,969.69
	MO	1,756.77	1,800.69	1,845.70	1,891.85	1,939.14	1,987.62	2,037.31	2,088.25	2,140.45	2,247.47
LIBRARY ASS'T	HR	12.04	12.34	12.65	12.97	13.29	13.62	13.96	14.31	14.67	15.40
	PP	963.26	987.34	1,012.02	1,037.32	1,063.25	1,089.84	1,117.08	1,145.01	1,173.63	1,232.32
	AN	25,044.66	25,670.77	26,312.54	26,970.36	27,644.61	28,335.73	29,044.12	29,770.23	30,514.48	32,040.21
	MO	2,087.05	2,139.23	2,192.71	2,247.53	2,303.72	2,361.31	2,420.34	2,480.85	2,542.87	2,670.02
LIBRARIAN I	HR	14.24	14.60	14.97	15.34	15.72	16.12	16.52	16.93	17.36	18.22
	PP	1,139.59	1,168.08	1,197.28	1,227.22	1,257.90	1,289.34	1,321.58	1,354.62	1,388.48	1,457.91
	AN	29,629.39	30,370.13	31,129.38	31,907.61	32,705.30	33,522.94	34,361.01	35,220.04	36,100.54	37,905.56
	MO	2,469.12	2,530.84	2,594.11	2,658.97	2,725.44	2,793.58	2,863.42	2,935.00	3,008.38	3,158.80
LIBRARIAN II	HR	16.58	17.00	17.42	17.86	18.30	18.76	19.23	19.71	20.20	21.22
	PP	1,326.64	1,359.81	1,393.80	1,428.65	1,464.36	1,500.97	1,538.50	1,576.96	1,616.38	1,697.20
	AN	34,492.64	35,354.96	36,238.83	37,144.80	38,073.42	39,025.26	40,000.89	41,000.91	42,025.93	44,127.23
	MO	2,874.39	2,946.25	3,019.90	3,095.40	3,172.79	3,252.10	3,333.41	3,416.74	3,502.16	3,677.27

Signature: _____ Date: July 18, 1995
Margaret V. Dinsmore, President

Signature: _____ Date: July 18, 1995
Saundra M. Stark, Secretary

PLACENTIA LIBRARY DISTRICT
Salary Scale for Fiscal Year 1993-1994
effective July 1, 1994

		1	2	3	4	5	6	7	8	9	10
ADMIN. ASS'T.	HR	13.76	14.10	14.46	14.82	15.19	15.57	15.96	16.36	16.77	17.60
	PP	1,100.86	1,128.39	1,156.60	1,185.51	1,215.15	1,245.53	1,276.66	1,308.58	1,341.30	1,408.36
	AN	28,622.46	29,338.03	30,071.48	30,823.26	31,593.84	32,383.69	33,193.28	34,023.12	34,873.69	36,617.38
	MO	2,385.21	2,444.84	2,505.96	2,568.61	2,632.82	2,698.64	2,766.11	2,835.26	2,906.14	3,051.45
PRINCIPAL LIBRARIAN	HR	22.73	23.30	23.88	24.48	25.09	25.72	26.36	27.02	27.70	29.08
	PP	1,818.57	1,864.03	1,910.63	1,958.40	2,007.36	2,057.54	2,108.98	2,161.71	2,215.75	2,326.54
	AN	47,282.77	48,464.84	49,676.46	50,918.37	52,191.33	53,496.11	54,833.51	56,204.35	57,609.46	60,489.93
	MO	3,940.23	4,038.74	4,139.70	4,243.20	4,349.28	4,458.01	4,569.46	4,683.70	4,800.79	5,040.83
LIBRARY DIRECTOR	HR	35.69									
	PP	2,855.16									
	AN	74,234.16									
	MO	6,186.18									
LIBRARY AIDE	HR	5.90	6.05	6.20	6.36	6.51	6.68	6.84	7.02	7.19	7.55

	Starting Wage	6 Month	1 Year
PAGES	4.50	4.75	5.00

Signature: _____ Date: July 18, 1995
Margaret V. Dinsmore, President

Signature: _____ Date: July 18, 1995
Saundra M. Stark, Secretary

RESOLUTION 95-6

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE
PLACENTIA LIBRARY DISTRICT OF ORANGE COUNTY
TO ADOPT FISCAL YEAR 1995-1996 BUDGETS
FOR THE PLACENTIA LIBRARY DISTRICT

WHEREAS, the preliminary budgets for the Placentia Library District of Orange County for Fiscal Year 1995-1996 were reviewed at the Regular Meeting of the Board of Trustees on July 18, 1995; and

WHEREAS, the tax rates levied are in accordance with Sections 93 and 97.65 of the Revenue and Taxation Code; and

WHEREAS, all sources of income have been identified to support said budgets.

THEREFORE BE IT RESOLVED, that the Placentia Library District of Orange County Board of Trustees adopts budgets for Fiscal Year 1995-1996, and implements such on July 1, 1995 as follows: FUND Budget Unit 702 for $129,898, FUND Budget Unit 703 for $48,000, FUND Budget Unit 706 for $35,900, FUND Budget Unit 707 for $994,000, and FUND Budget Unit 708 for $0.00.

AYES: TRUSTEES:

NOES: TRUSTEES:

ABSTAIN: TRUSTEES:

ABSENT: TRUSTEES:

State of California)
) ss.
County of Orange)

I, Saundra M. Stark, Secretary of the Board of Trustees of the Placentia Library District of Orange County hereby certify that the above and foregoing Resolution as duly and regularly adopted by the Board of Trustees at a Regular Meeting hereof held on the eighteenth day of July, 1995.

IN WITNESS THEREOF, I have hereunto set my hand and seal this eighteenth day of July, 1995.

_____

Saundra M. Stark, Secretary
Board of Trustees
Placentia Library District of Orange County

TO: Library Board of Trustees

FROM: Elizabeth D. Minter, Library Director

DATE: July 18, 1995

SUBJECT: District Holiday and Library Closure Schedule for Calendar Years 1996 and 1997

BACKGROUND:

The District's Holiday and Library Closure Schedule is based upon the 11 holidays specified in the Memorandum of Understanding with the Orange County Employees Association.

Past practice is that the Library is closed on the Sunday preceding Monday holidays.

The Holiday and Library Closure Schedule is Attachment A.

Resolution 95-7 establishes the Placentia Library District Holiday Schedule for 1996 and 1997 is Attachment B.

RECOMMENDATION:

1. Read Resolution 95-7 by Title only.

2. Adopt Resolution 95-7.

Placentia Library District
Holiday and Library Closure Schedule for 1996 and 1997

Paid staff holidays are indicated in bold type and unpaid Library closures are indicated in regular type.

Placentia Library District Offices and Library will be closed:

1996

New Year's Day	**Monday**	**January 1**
Day before Monday Holiday	Sunday	February 18
President's Day	**Monday**	**February 19**
Easter	Sunday	April 7
Day before Monday Holiday	Sunday	May 26
Memorial Day	**Monday**	**May 27**
Independence Day	**Thursday**	**July 4**
Day before Monday Holiday	Sunday	September 1
Labor Day	**Monday**	**September 2**
Day before Monday Holiday	Sunday	November 10
Veteran's Day	**Monday**	**November 11**
Thanksgiving Day	**Thursday**	**November 28**
Day after Thanksgiving	**Friday**	**November 29**
Christmas Eve Day	**Tuesday**	**December 24**
Christmas Day	**Wednesday**	**December 25**
New Year's Eve Day	**Tuesday**	**December 31**

1997

New Year's Day	**Wednesday**	**January 1**
Day before Monday Holiday	Sunday	February 16
President's Day	**Monday**	**February 17**
Easter	Sunday	March 30
Day before Monday Holiday	Sunday	May 27
Memorial Day	**Monday**	**May 26**
Independence Day	**Friday**	**July 4**
Day before Monday Holiday	Sunday	August 31
Labor Day	**Monday**	**September 1**
Veteran's Day	**Tuesday**	**November 11**
Thanksgiving Day	**Thursday**	**November 27**
Day after Thanksgiving	**Friday**	**November 28**
Christmas Eve Day	**Wednesday**	**December 24**
Christmas Day	**Thursday**	**December 25**
New Year's Eve Day	**Wednesday**	**December 31**

Agenda Item 25
Attachment B

RESOLUTION NO. 95-7

A RESOLUTION OF THE BOARD OF TRUSTEES
OF THE PLACENTIA LIBRARY DISTRICT OF ORANGE COUNTY
TO ESTABLISH THE DISTRICT HOLIDAY AND LIBRARY CLOSURE SCHEDULE
FOR CALENDAR YEARS 1996 AND 1997

WHEREAS, Section 19469 of the Education Code of the State of California establishes that the Board of Library Trustees shall designate the hours during which the Library shall be open for the use of the public;

BE IT RESOLVED, that the Placentia Library District of Orange County Board of Trustees establishes its Holiday Schedule for Calendar Years 1996 and 1997 dated July 18, 1995.

AYES: TRUSTEES:

NOES: TRUSTEES:

ABSTAIN: TRUSTEES:

ABSENT: TRUSTEES:

State of California)
) ss.
County of Orange)

I, Saundra M. Stark, Secretary of the Board of Trustees of the Placentia Library District of Orange County hereby certify that the above and foregoing Resolution was duly and regularly adopted by the Board of Trustees at a Regular Meeting hereof held on the eighteenth day of July, 1995.

IN WITNESS THEREOF, I have hereunto set my hand and seal this eighteenth day of July, 1995.

_____

Saundra M. Stark, Secretary
Board of Trustees of the Placentia Library District
of Orange County

TO: Library Board of Trustees

FROM: Elizabeth D. Minter, Library Director

DATE: July 18, 1995

SUBJECT: Library Services and Construction Act Title II Grant from the State Library of California for the District's Disabled Access Remodeling Project.

BACKGROUND:

Bid opening was held at 2:30 P.M. on Wednesday, July 12, 1995.

Copies of the bid analysis will be available at the Board Meeting.

The low bid was $171,707 for the grant construction, $3,800 for the photocopier/printer area modifications, and $8,000 for the outside storage unit, for a total bid of $183,507.

I have contacted the State Library to see if additional LSCA II money is available for matching funds.

Options include awarding the low bid for all or part of the project; rejecting all bids and giving up the project; and rejecting all bids and repackaging the bid document into smaller components.

Mr. Hibbs will be at the Board Meeting to participate in the discussion.

RECOMMENDATION:

Determine action and award bid if acceptable.

Defer to August 15, 1995 regular meeting.

S

Agenda Item 27

TO: Library Board of Trustees

FROM: Elizabeth D. Minter, Library Director

DATE: July 18, 1995

SUBJECT: **Travel Authorizations for Fiscal Year 1995-1996.**

BACKGROUND:

There are no out of town travel requests for this report period.

Throughout the year staff and trustees attend a variety of local meetings and events in Southern California that do not require overnight travel. Blanket travel authorization for Fiscal Year 1995-1996 is requested for the following:

SLS and MCLS Council Meetings, Committee Meetings, and Workshops for staff and trustees.

State Library meetings and workshops that do not involve overnight travel for staff and trustees.

Chamber of Commerce mixers and monthly breakfast meetings and committee meetings for staff and trustees.

National Society of Fund Raising Executives monthly workshops and luncheon meetings for staff and trustees.

California Library Association and/or California Association of Library Trustees and Commissioners meetings and workshops for staff and trustees.

Independent Special Districts of Orange County board and membership meetings (including dinner meetings) for staff and trustees.

Southern California Library Literacy Network and Orange County Literacy Network meetings and activities for staff and trustees.

Orange County Ventura Users Group meetings and workshops for staff.

Meetings with Anaheim and Yorba Linda Public Library staff.

Meetings with California Advocates Representatives, Buena Park Library staff, and Palos Verdes Library District staff for staff and trustees.

Public Library Executives and Assistants of Southern California (PLEASC) meetings for staff.

Additional approval is requested for meetings with the District's California Advocates Representatives and legislators in Sacramento, including travel and meal expenses. These meetings are occasionally scheduled with minimal prior notice. This authorization is for staff and trustees.

RECOMMENDATION

Approve.

TO: Library Board of Trustees

FROM: Elizabeth D. Minter, Library Director

DATE: July 18, 1995CSDA By-laws Revision

SUBJECT: **CSDA By-laws Revision.**

BACKGROUND:

Placentia Library District is an institutional member of the California Special Districts Association (CSDA)

CSDA is requesting member review and approval of a change in the CSDA Bylaws. The change affects the nomination and election procedures for board members.

The background information is Attachment A.

RECOMMENDATION

Determine position and authorize vote by the Library Board President.

June 1995

California
Special Districts
Association

1121 L Street
Suite 508
Sacramento, CA
95814

916.442-7887
Fax 916.442-7889

Dear CSDA Member:

Enclosed for your review and approval are a set of proposed changes to the current CSDA Bylaws. The Bylaws/Election Committee of the Board of Directors meet every year to review the Bylaws for any necessary changes. The Committee and the CSDA Board of Directors recommend the enclosed changes.

The Board looked at the issue of nomination and voting procedures after some members expressed concerns about the process following last year's annual meeting. We wanted to relay to you that the Board's vote on proposing this change was 9-7. The Board also felt it would be beneficial to pass on their pro and con list to the bylaws change to aid you in your decision-making.

Pro

- Representatives should be nominated and voted upon by individuals in their region, those who they will be representing.

- The desire of the CSDA membership (as reflected in the 1994 membership survey) is to change the bylaws.

Con

- It may hurt representatives from some counties - i.e. size, lack of attendance at conference, or smaller number of participating member special districts. Some counties may not have the ability to be adequately represented.

- CSDA is a statewide organization and beside caucus activities, a director's region does not play a strong role in his/her decision on statewide activities. Directors should be known statewide.

- If we would not have asked the question, there would not have been any need to change the Bylaws.

Please review the enclosed changes and return the ballot on the reverse side of this page to the CSDA office no later than August 1, 1995. If you have concerns regarding particular sections of the Bylaws, please submit them in writing to the CSDA office so they may be addressed by the general membership at the September annual conference. Language which is to be deleted is struckthru: ~~example.~~ Language which is to be added appears in bold face type: **example**.

Thank you for your continued support and interest in the Association.

Sincerely,

William Miller

William Miller
President

Executive Director
Catherine Smith

Legislative Advocate
Ralph Heim
916.442-4584

SECTION PROPOSED FOR BYLAWS CHANGES

ARTICLE III (DIRECTORS), SECTION 2. ELECTION AND APPOINTMENT OF DIRECTORS

Any special district with current regular membership in the California Special Districts Association is eligible to designate one board member or employee for election as a director of the California Special Districts Association.

~~Voting~~ **Nomination and voting** for directors at the annual meeting shall be ~~at large,~~ **by region,** with individuals present, who are employees, board members or officers of regular members in good standing being eligible to vote.

Proposed Revised CSDA Bylaws
1995 Mail Ballot

PLEASE NOTE: You must return this original ballot for your vote to be official. The mailing label on the reverse side of the ballot must still be in place to verify your vote.

Thank you.

Signature of Authorized Representative:

(Sign here)_____

Name Margaret Dinsmore Title Trustee

Member District Placentia Library District

PLEASE CHECK APPROPRIATE BOX

_____ YES, we approve the proposed Bylaws change.

_____ NO, we do not approve the proposed Bylaws change.

Please return by: **August 1, 1995**

Mail to:
California Special Districts Association
Attention: G. Scott Finney
1121 L Street, Suite 508
Sacramento, California 95814
(916) 442-7887
(916) 442-7889 FAX

TO: Elizabeth Minter, Library Director

FROM: Suad Ammar, Principal Librarian

DATE: July 18, 1995

SUBJECT: **Program Committee Report for the Month of June 1995.**

PLACENTIA LIBRARY DISTRICT

PROGRAM STATISTICS

DEPARTMENT	JUNE 95	
	# PROGRAMS	# ATTENDEES
ADULT SERVICES		
Placentia Pride	1	16
CHILDREN'S SERVICES		
After School Specials	0	0
Class Visits	1	8
Special Saturday Program	1	150
Scholl Visits	173	5651
Way Out Wednwsday	1	145
Story Hours	0	0
LITERACY SERVICES		
Families For Literacy	4	85

Agenda Item 30

TO: Elizabeth Minter, Library Director

FROM: Kay Schneider, Children's Services Librarian

DATE: July 10, 1994

SUBJECT: **June Activities in the Children's Department**

"Paws to Read" Summer Reading Program 1995 - Summer Reading Program is well under way! There are now 845 children enrolled. Last year there were 751 children enrolled at this time. The children read books and make weekly visits to the Library to earn "Dogbones" which may be spent at the DOGHOUSE for small prizes. Prizes include balls, bracelets, airplanes, necklaces and lots of coke or hamburger coupons from local businesses. They may purchase a paperback book if they save until they have earned 3 dogbones by reading and making Library visits. All of the children who complete the program will receive a reading certificate, a free meal from the Whole Enchilada restaurant and be entered in a drawing for two free tickets to Disneyland.

The summer programs officially began with a Saturday kick off program called Mountain Mushers. A trainer brought two kinds of dog sleds, his dog team and entertained children and their parents with information about how the dogs are trained, their various duties and personalities. The dog sled team was on display outside the Library for an additional hour after the show was over. The program was attended by 150 children and parents and many people stopped by to pet the dogs and talk with their trainer later. The Placentia News Times devoted the entire front page of the paper to this program! The show was a BIG hit with lots of positive comments by the parents.

There was one Way Out Wednesday program held in June. Jahnathan the Juggler entertained 145 children and parents.

We have several high school age volunteers who come in each week and help the children register for the program, explain how the program works and help the children shop at the doghouse. They are a great help!

School Visits - Staff and volunteers visited 173 classrooms and talked with 5,651 children about coming to the Library this summer and being part of the reading program. We also passed out flyers in English and Spanish for the children to take home. The teachers and children are always very receptive.

New Paperbacks - One thousand dollars of new popular entertainment reading paperbacks were purchased for the summer reading program. They are very popular with the chidlren and have been circulating well.

Agenda Item 31

TO: Elizabeth Minter, Library Director

FROM: Cheryl Willauer, Library Assistant

DATE: July 11, 1995

SUBJECT: Publicity materials produced for June 1995

Information on the Placentia Library cable channel #53:

1. Placentia Library Literacy Services offering INS-approved citizenship examination.
2. Friends of the Library on-going Booksale.
3. Story Time for Children.
4. North Story Circle meeting featuring storytelling and workshops.
5. Literacy asking for volunteers to take the tutor training program.
6. "PAWS TO READ" Summer Reading Program.
7. Library Hours.
8. June quotes.
9. Placentia Library Trustees.
10. Placentia Pride Seminar "Employee Rights".
11. Holiday closing for Independence Day - July 4.

Newspaper articles published:

1. Public Notice of new fines and fees schedule.
2. He writes the book on saving libraries.
3. "PAWS TO READ" Summer reading program.
4. Threatened libraries saved in last ditch compromise.
5. Pact would let Libraries stay open 2 days a week.
6. Overdue library books to cost 5 cents more at Orange County Libraries.
7. Last minute plans spares five libraries from closure.
8. Placentia City Motto - "The people are the city".
9. Area boys and girls visit with and learn about Harry's sled dogs at the Placentia Library.
10. Library-saving proposal is an open book.
11. Westminister bypassed as "All America City".
12 Library subscribes to want-ad service.
13. "PAWS TO READ" program offered at area library.
14. Orchid Species Society to meet at Library.
15. April Ottavian reports on bankruptcy reimbursement.
16. Understanding living trusts.

PUBLIC NOTICES Public Notice Advertising Protects Your Right To Know

PLACENTIA LIBRARY DISTRICT FINES AND FEES SCHEDULE

Adopted by the Library Board of Trustees, June 21, 1993
Revised June 20, 1995

FINES	PER DAY
Adult & Children's Books, Magazines, Pamphlets, Paperbacks, Books on Tape, Records, Cassettes, and Compact Discs	$ .20
Videos and CD-ROMs	2.00

There is a two day *grace period* on fines for all items except videos and CD-ROMs. At the end of the grace period fines are calculated from the date that the item is due, not from the end of the grace period.

MAXIMUM FINE PER ITEM	MAXIMUM
Adult & Children's Books, Magazines, Pamphlets, Paperbacks, Books on Tape, Records, Cassettes, Compact Discs, Videos and CD-ROMs	$ 10.00

RESERVES & SHELF CHECKS	PER ITEM
Adult & Children's Books, Magazines, Pamphlets, Books on Tape, Records, Cassettes, Compact Discs, Videos and CD-ROMs	$ .50
Interlibrary Loans, actual charges by lending library, plus postage, plus	5.00

LOST MATERIALS		DEFAULT*
Adult Books	Item Cost + $ 5.00	$ 25.00
Children's Books	Item Cost + $ 5.00	15.00
Magazines	Item Cost + $ 2.00	3.00
Records/Cassettes	Item Cost + $ 5.00	10.00
Pamphlets	Item Cost + $ 2.00	2.00
Videos	Item Cost + $ 5.00	50.[illegible]
Compact Discs	Item Cost + $ 5.00	15.[illegible]
CD-ROMs	Item Cost + $15.00	60.0[illegible]
Books on Tape	Item Cost + $ 5.00	30.00
Paperback - Adult	Item Cost + $ 5.00	5.00
Paperback - Children's	Item Cost + $ 5.00	3.50
Paperback - Foreign Language	Item Cost + $ 5.00	9.00

*Default price will be used in the event the item cost is not available. The processing fee of $2.00, $5.00 or $15.00 is not part of the default price and needs to be added for the total amount due.

SPECIAL SERVICES	PER ITEM
Laminating, per linear foot	$ 3.50
Printing, per page	.10

MULTIPURPOSE ROOM	PER DAY
Four hours	$ 30.00
Additional hours, per hour	10.00
Set-up fee	10.00
Clean-up fee	10.00
HVAC fee for days the Library is closed	125.00

SURCHARGES	
Returned check, up to 30 days	$ 10.00
Returned check, 30th day and over: the greater of 3 times value of check or	100.00
Report to Collection Agency, per report	15.00

DAMAGES

Borrowers of materials from Placentia Library District assume full responsibility for their use. Placentia Library District assumes no responsibility for damage to personal property caused by the use of video cassettes, audio cassettes, or other library materials or equipment of any type.

Adopted by the Library Board of Trustees, January 18, 1993.

Publish: Placentia News Times
July 6, 1995

#22-707

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The Register
Daily JUN 14 19

He writes the book on saving libraries

332

GOVERNMENT: An intern, 23, devises a plan to avoid closures.

By ANN PEPPER
The Orange County Register

The last-minute compromise that saved five county library branches from closing was the work of a 23-year-old, $8.94-an-hour management intern on county Supervisor Jim Silva's staff.

Marcus Larson, a graduate of Marina High School in Huntington Beach and Pepperdine University, said Silva wanted a way to keep the libraries open — particularly the three in his district: two in Garden Grove and one in Seal Beach.

"We've gone through so many alternative plans it makes my head spin," Larson said Tuesday after the Orange County Board of Supervisors unanimously voted to accept the plan to keep the branches open.

For nearly three months, Larson met with Silva daily to handle letters from worried schoolchildren with reports to write, angry library patrons and peeved city officials, as well as with library administrators who had a budget to meet.

Most had ideas about how to keep their branches open. But they just didn't pencil out, Larson said. "What looked like a good idea one week would be monkey-wrenched the next."

He worked frantically to juggle operations hours among the 28 branches and "borrow" enough from some to keep the five threatened ones open. With less than a week to go before the supervisors were slated to vote to close the libraries, he hit a combination everyone could accept.

"Marcus was instrumental in reaching this agreement," Silva said. "Other members of our staff also worked hard on it, as did (Supervisor Gaddi Vasquez) and his staff, but he was our point person."

"I'm exhausted," Larson said. "It's the most gratifying thing I've done here."

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Los Angeles Times
OC Edition
Daily JUN 13 1995

Pact Would Let Libraries Stay Open 2 Days a Week

332

By RENE LYNCH
TIMES STAFF WRITER

SANTA ANA—More than 8,000 library supporters signed petitions. Hundreds sent letters to the Orange County Board of Supervisors. Dozens of soda and beer cans were dropped in the mail along with the note "Can the Library Closure Plan" and sent to at least one county supervisor.

These are some of the ways Orange County residents have registered their objections to the announced closure of six of the county's 28 public libraries due to the bankruptcy and budget cuts.

Apparently, somebody was listening.

One day before the board was expected to debate the closure plan, Chairman Gaddi H. Vasquez and Supervisor Jim Silva announced a compromise that will keep five of the targeted libraries open at least two days a week for the next year. The

Please see LIBRARIES, B

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Los Angeles Times
OC Edition
Daily JUN - 8 1995

■ **Paws to Read** (Placentia Library, 411 E. Chapman Ave., Placentia, [714] 528-1906). Registration continues for the library's summer reading program for children preschool through 8th grade. Youngsters earn prizes and opportunities to participate in special activities, for reading books and visiting the library each week. Call for more details.

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santa ana, calif. 92711

The Register
Daily JUN 13 1995

Threatened libraries saved in last-ditch compromise

332

GOVERNMENT: Three supervisors say they will vote to keep the branches open two days a week.

By ANN PEPPER
The Orange County Register

Five of six Orange County branch libraries targeted to close this year will remain open under a last-minute compromise reached Monday between library supporters and county supervisors.

A majority of the board — Supervisors Gaddi Vasquez, Jim Silva and William Steiner — said Monday that they would vote today to keep branches open two days a week in Garden Grove, where two were threatened, and in La Palma, Silverado and Villa Park.

The sixth threatened library, in Seal Beach's Leisure World, is expected to be purchased by Leisure World's Golden Rain Foundation and will also remain open.

The compromise caps an intense, three-month scramble.

"This is good news," said Bill Baker, president of the Save the Villa Park Library Committee. "But while I appreciate the two days, they are still giving us a starvation diet while other branches get gourmet."

Several of the communities plan to raise funds to increase hours at the rescued branches.

The compromise replaces a staff-recommended plan that would have closed the six branches and increased service to six days a week at the surviving 22 branches.

Under the new plan, 17 branches will have six-day schedules, and five — Brea, Laguna Beach, Stanton, Los Alamitos and Seal Beach-Mary Wilson — will be open five days a week.

The plan also calls for Garden Grove to waive the rent the county pays on that city's three libraries in order to fund the two days of service at its Chapman branch.

The compromise, which does not call for an increase in the library system's $20 million budget, is not the most efficient use of the library's funds, county librarian John Adams said.

"But it's doable, and keeping (the five branches) open provides us with more options for the future, when hopefully we can make some improvements," Adams said.

LIBRARIES

Continued from B1

sixth branch, in Seal Beach, is expected to be sold and operated as a private library, officials said.

"No one wants to see a library close down, and we believe this is a package that most will be pleased with," Vasquez said.

The county's 28 libraries, which serve more than 750,000 people, are struggling to maintain services while cutting $3 million from the system's $23-million annual budget, County Librarian John M. Adams said.

The original proposal scheduled to be reviewed by the board today recommended closing two branches in Garden Grove and others in La Palma, Silverado Canyon, Villa Park and Seal Beach. They are now open four or five days a week. Officials said they will look for other ways to cut costs.

Although the proposal also called for expanding service at a few branches, many in the targeted areas took the plan as a call to action.

Dorothy Rosati, a 61-year-old Garden Grove resident, drafted a letter urging residents to protest the closure. She persuaded a local business to make 500 copies free of charge and for several nights stayed up until 2 a.m. pecking away at her manual typewriter, addressing envelopes to the Orange County Board of Supervisors. Then she drafted volunteers to help pass out the letters and envelopes.

"I've never done anything like this before in my whole life," said Rosati, who said she does not use the library a lot but wanted to be sure her grandchildren could. "I didn't know what it would take, but when I read it might be closed I said: 'No way! That's my cute little library!' "

One of Rosati's friends, Helen O'Brien, also helped pass out letters, often returning to neighborhoods two or three times to make sure concerned residents signed and sent them off.

CRAIG HACKER / Los Angeles Times

Helen O'Brien, left, and Lee Sotel helped get 8,000 signatures in support of the Garden Grove West Library after it was targeted for closure.

A self-described "news junkie," O'Brien, 64, said she visits the library several times a month, mostly to read finance and news magazines and newspapers.

"I'm not sure what I would do without the library here," said O'Brien, a member of Save Our Libraries, a group organized in recent weeks to help fight on behalf of library patrons.

Lee Sotel, 69, of Garden Grove also took the proposed closure personally and collected more than 4,600 signatures on behalf of Save Our Libraries. In all, the group has collected more than 8,000 signatures it hopes to present to the board today.

"I'll admit that I'm doing this for selfish reasons, I love my library," Sotel said with a laugh. "Every time I come here, I leave with a stack of books. I like the bestsellers. But I'm also concerned about everyone else too. Everyone who wants access to a library should have it."

Silverado Canyon library users turned to an inventive method to get the board's attention. Vasquez said he has three crates filled with empty beer and soda cans that were wrapped with a pro-library message and dropped in the mail.

"I didn't know you could mail a can," the supervisor said. "But I guess so, for 40 cents."

Vasquez said he is not surprised by the public's response since "libraries have a quantifiable value, but they also have a lot of sentimental value to a lot of people."

Adams said he is pleased with the compromise.

"It's workable, it certainly makes me happy we won't have to close libraries," he said. "But it's still pretty bad to have five libraries open just two days a week."

The new proposal will keep libraries open five days a week in Brea, Seal Beach, Laguna Beach, Stanton and Los Alamitos. Those branches' hours currently vary.

It also calls on Garden Grove officials to enter into negotiations to waive the county's $93,000 rental fee for that city's three library branches. The proposal also shifts responsibility for archive maintenance to the county office of the clerk-recorder.

"We're delighted. We're pleased to hear it," Garden Grove Mayor Bruce A. Broadwater said. "People want their libraries."

Rosati and others, however, say the fight has just begun.

"For now, at least that's a reprieve," she said. "But two days a week, that's not good enough."

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The Register
Daily JUN - 7 1995

Overdue library books to cost 5 cents more

GOVERNMENT: Several new fines and fees are approved by the county supervisors.

By ANN PEPPER
The Orange County Register

Orange County Public Library patrons will pay a nickel more per day for overdue books, and they will face 18 other new fees or fee increases starting July 1.

The new fines and fees, approved unanimously Tuesday by the county Board of Supervisors, are expected to raise up to $1.5 million a year for the library system.

The board also approved spending up to $100,000 for a consultant to study how to deliver the most cost-effective library system. Options range from a joint-powers agreement with the cities to the status quo.

The new fines and fees are not meant to be profitable, but to help cover the system's operating costs, county Librarian John Adams said. Cuts to the county library budget have reduced library hours, staffing, book purchases and maintenance — and could force closure of six branches.

The new fee and fine rates are competitive with charges at other area libraries, Adams said.

The 5-cent increase in the overdue-book fine brings the county's charge even with the 25-cent fine in place at many city libraries, including those in Fullerton, Huntington Beach and Newport Beach.

Garden Grove resident Helen O'Brien spoke against the proposal to charge patrons $1.50 per week to rent some copies of best sellers.

"Libraries have always been ... free," O'Brien said. "One fee will lead to more. It's a bad precedent to start."

Besides best-seller rental, the board approved these new fees: 25 cents to reserve an item; 15 cents to fax materials between branches; 50 cents per minute for remote access to the library's online catalog; and a $1.75 fine to replace a torn book cover.

The supervisors will hold a public hearing June 13 on whether to close branches in Garden Grove, Silverado, Villa Park, La Palma and Seal Beach Leisure World.

Supervisor William Steiner on Tuesday criticized the Orange Unified School District for asking the board to keep the Silverado and Villa Park branches open while refusing to support Measure R, the half-cent-on-the-dollar sales-tax increase on the June 27 ballot.

The measure is aimed at easing the county's bankruptcy.

"I think this is the height of hypocrisy," Steiner said.

Rather than being hypocritical, the school board was trying to tell the county it should make libraries a priority, Orange Unified trustee Max Reismueller said.

"We passed a resolution against Measure R because the county has been using schoolchildren to convince people to pass the sales tax," Reismueller said.

O.C. PUBLIC LIBRARY'S REVISED FINES, FEES

Forty-eight of 71 county library fines and fees will remain at their current rate, according to the schedule of library charges passed unanimously Tuesday by the county Board of Supervisors. Of the remainder, four charges will be lowered, 14 will cost patrons more, one charge will be discontinued and five are being added. The new schedule becomes effective July 1 and is aimed at recovering the library's operating costs.

Overdue fines	Current (per day)	July 1	Maximum (unchanged)	Lost materials (unchanged)
Books				
▶ Adults	$ .20	$ .25	$10.00	$23.00
▶ Children	.20	.25	10.00	14.00
Magazines	.20	.25	3.00	3.00
Records				
▶ Single	.20	.25	10.00	8.00
▶ Double	.20	.25	10.00	11.00
Cassettes				
▶ Single	.20	.25	10.00	9.00
▶ Double	.20	.25	10.00	12.00
Pamphlets	.20	.25	3.00	3.00
Videos	2.00	2.00	50.00	50.00
Compact discs	.20	.25	10.00	14.95
Audio books	.20	.25	10.00	23.00
Paperbacks	.20	.25	5.00	8.95
Book bags	.20	.25	3.00	4.75

MORE REVISED FINES AND FEES

Other increases	Current	July 1
Lost library card	$ 1.00	$ 2.00
New fines/fees		
Reserve materials	.00	.25
Fax between branches	.00	.15
900-number access	.00	.50/min.
Best-seller rental	.00	1.50/wk
Torn-cover replacement	.00	1.75
Lower fines/fees		
Collection-agent fee	20.00	15.00
Lost compact-disc case		
▶ Single	1.00	1.00
▶ Double	2.00	1.50
Breaking theft-detection device	2.00	.50
Breaking bar-code device	2.00	.50
File folder	1.00	.00

UNCHANGED FINES AND FEES

Microfilm/fiche copy; lost-material process; found-material process; book repairs including rebinding, torn and missing pages, stains, cover corners and boards loosened; material charges including audio/video cassette cases and record jackets; book bags.

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Los Angeles Times
OC Edition
Daily
JUN 14 1993

Last-Minute Plan Spares Five Libraries From Closure

332

RENE LYNCH
MES STAFF WRITER

SANTA ANA—After listening nearly 30 people pleading on half of their local libraries, the range County Board of Supervi-rs on Tuesday approved a last-inute plan that blocks the pro-sed closure of five neighborhood braries.

Gina Ryba of Garden Grove was early in tears as she recalled for e board how she tried to tell her year-old son that he might no nger have a local library to visit.

"How do I explain that to him? e sn't understand budg-s. He said to me, 'Mom, don't ey know I just got my [library] rd?' " Ryba said. "My son's right. e need our libraries."

The board originally was sched-led to consider a proposal that ould shut six of the county's 28 braries in the wake of budget cuts d the bankruptcy. The libraries on the chopping block included two branches in Garden Grove and others in La Palma, Silverado Canyon, Villa Park and Seal Beach.

To make up for the closures, the county also proposed increasing service hours at several libraries that were to remain open.

But the proposal outraged residents across the county and sparked a variety of efforts to save branches. Nearly 9,000 residents signed petitions, and the supervisors were flooded with hundreds of letters from people demanding that their libraries be saved.

Some even got their message across with empty soda and beer cans that were wrapped with the note "Can the Library Closure Plan!" and dropped in the mail to board Chairman Gaddi H. Vasquez.

Late Monday, Vasquez and Supervisor Jim Silva announced that they had put together a proposal keeping five libraries open two days a week and allowing cities to increase service hours at their own cost. The Seal Beach library is expected to be sold at auction and operated as a private facility.

The proposal received the unanimous approval of the board Tuesday. Most of the 30 people who spoke at the meeting applauded the proposal, but many were quick to point out that a two-day-a-week schedule is insufficient.

"Two days a week is not optimal; we all realize that," said Marge England, president of the Central Orange County Area of the Le of Women Voters. "But it's a st

The star of the public hearing Bobbie Corbett of Garden G who related how her son had c her recently to find out wl pictured on a $500 bill. It se that a bar wager was resting o answer. Corbett said she pror contacted the library to find out

"But I'm not going to give the answer," Corbett told amused board members anc laughing crowd. "You will ha call the library!"

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The Register
Daily JUN 20 1995

Residents caught up in catch-phrase contest

332

CITIES: Lake Forest narrows its slogan possibilities to seven.

By MARY ANN MILBOURN
The Orange County Register

LAKE FOREST — It was just a simple idea, designed to bring the community together and instill a little civic pride.

But residents' response to Lake Forest's city-slogan contest puts David Letterman and his Top 10 list to shame.

The city received entries from 123 people. Multiple submissions increased the choices to more than 200. The council is scheduled to choose a winner tonight from a list of seven finalists selected by the city's activities committee.

Should Lake Forest be known as a "Home with a Heart" or a place "Where Magic Happens"?

Lakes and forests figured prominently in such proposals as "Tree Tops Above the Rest" and "See the Forest through the Trees."

Some thought Lake Forest is best-known as the place where the Santa Ana (I-5) and San Diego (I-405) Freeways meet. "We're in the Y in Orange County" and "The Answer to the El Toro Y" were two suggestions.

The slogan contest threatened to rekindle the simmering debate over the city's name. Voters in 1991 narrowly favored Lake Forest, the name of a development of imported trees and artificial lakes, over the area's historical identity as El Toro.

At least two proposals highlighted the continuing rancor — "Lake Forest: No More Bull" and "Up with El Toro — Down with Lake Forest."

Some slogans reflected disenchantment with the city. One idea was "City of Fake Lakes and Fake Forests" and another was "Wish I was in Irvine."

If Lake Forest can choose a motto, it will be one up on Irvine.

Irvine had a contest years ago, but the City Council abandoned the idea after failing to agree on a slogan. Twelve other Orange County cities also are sloganless.

"We settled on just choosing a city flower, city tree and city vegetable," Irvine City Manager Paul Brady Jr. said.

Irvine's flower is the agapanthus, or lily of the Nile; the tree, eucalyptus; and the vegetable, asparagus. Lake Forest also plans to choose a city bird, song and flower.

Some cities have had unexpected problems with their slogans. Laguna Niguel's "Sea Country" suffered a blow when its coastline was given to Dana Point.

For other cities, one slogan isn't enough. Costa Mesa has two — "Hub of the Harbor" and "City of the Arts" — as does Fountain Valley with "Where Progress Shows" and "A Nice Place to Live."

▶ **COUNTY LINE POLL:** Do slogans instill civic pride? **Page 3**

TOP SLOGANS FOR LAKE FOREST

The Lake Forest Activities Committee has recommended that the City Council choose one of these seven slogans:

- "Community at its Best"
- "Remember the Past – Challenge the Future"
- "Life as it Should Be"
- "Looking Forward Together"
- "Where Community Comes First"
- "A City With Community Spirit"
- "Small Town Charm – Big City Promise"

ORANGE COUNTY CITY SLOGANS

Seventeen cities in Orange County have slogans:

Brea: (Mayor's theme '95) "Investing in Brea's Youth"
Buena Park: "Center of the Southland"
Costa Mesa: "Hub of the Harbor" and "City of the Arts"
Cypress: "Education – Cooperation – Progress"
Fountain Valley: "Where Progress Shows" and "A Nice Place to Live"
Garden Grove: "City of Youth and Ambition"
Huntington Beach: "City of Expanding Horizons"
La Habra: "A Caring Community"
La Palma: "City of Vision"
Laguna Niguel: "Sea Country"
Placentia: "The People Are the City"
San Clemente: "The Spanish Village by the Sea"
Santa Ana: "Education First"
Stanton: "Community Pride and Forward Vision"
Tustin: "City of Trees"
Westminster: "City of Progress – Built on Pride"
Yorba Linda: "Land of Gracious Living"

Source: League of California Cities, Orange County Division

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Placentia News
Weekly JUL 29 1995

NOT ONLY MAN'S BEST FRIEND

332

Area boys and girls visit with and learn about Harry Schlitz's sled dogs at the Placentia library.

By Sharilyn Miller
Placentia News-Times

Three years ago, dog-sled "musher" Harry Schlitz was looking for an outdoor hobby. Something that would entice him into the wilderness. Something he could pursue during the long, bone-chilling winters in Lake Arrowhead. Something athletic, but not too competitive.

What he found was a team of five powerful dogs that changed his life and propelled him into a new business. Squaw, Zack the Terrible, Jake, Star and Mary Butterball: five working dogs bred for one purpose — to pull sleds.

Schlitz trains the dogs for demonstrations and mountain-sled rides, but his business is education. So far, he's given about 150 lectures to children at elementary schools, area malls and libraries.

On Saturday, he visited the Placentia Library to share his love of mushing with area children.

"How many of you kids like dogs?" Schlitz asked a crowd of squirming youngsters who squatted Indian-style on the floor of the multi-purpose room. About 100 hands shot up.

"That's great," he said. "This is going to be easy."

With the help of his wife, Lela, Schlitz brought the dogs in one by one for introductions and demonstrations of their powerful drive to pull sleds.

"This is Squaw," he said. "She's the team leader. She's not very big, but she's fast; and she has to be because she runs in front."

A 9-year-old Siberian mix, Squaw's ancestors were bred for sled pulling by the Chukchi tribe of northeastern Siberia. The breed was officially recognized by the American Kennel Club in 1930.

Schlitz, 55, squatted down to hold the lithe, fawn-colored animal in his arms as he explained her job on the crew.

"When working the team, it's all voice commands," Schlitz said. "First I say, 'Get up!' Then, 'Hike!' I say, 'Gee' for a right turn and 'Ha' for a left turn. I never use a whip. Squaw runs in front, so I depend on her. She can't be distracted by rabbits or anything else that would lead the team off the trail. One thing I've learned from these dogs is if you can't work as a team, forget it."

Schlitz displayed the dogs' training harnesses, his Canadian snow shoes, a 35-pound recreational sled and small leather booties the dogs sometimes wear in icy conditions.

"They need the protection sometimes, but the colder it gets, the better they like it," he said.

Schlitz next brought in Zack the Terrible, holding his collar and lifting the 90-pound Alaskan malamute to his hind feet as the animal surged forward excitedly. The children laughed at Zack's antics, and several raised their hands with questions about the silver-coated animal.

"There's two things Zack likes to do," Schlitz said. "That's eat and pull a sled."

"How much does he eat?" a little girl asked.

"About two pounds of dry dog food a day, plus some boiled boneless chicken for protein. They need a lot of food because they burn so many calories just staying warm," Schlitz explained. "Zack loves to eat, but he's very professional when it comes to pulling the sled. He pulls long after the others want to give up. I can always count on Zack."

Owning a team of five working sled dogs is no small commitment. Every week, they consume 50 pounds of dog food and chicken, and each dog must be groomed often to help loosen their winter coats in the spring.

The high-energy canines also need lots of exercise, every day, year-round. Although Schlitz hasn't timed his team and he never races, he estimates the dogs can reach 20 mph on hard-packed snow.

Squaw and Jake, the Siberian huskies, are lighter and faster than the three Alaskan malamutes, whose ancestors were bred centuries ago by the Malamute Eskimos in northwest-

Stan Bird Placentia News-Times

Helen Kang, 9, visits Mary Butterball, a 5-year-old Alaskan malamute.

ern Alaska. Known for their endurance and affectionate nature, Schlitz said the dogs are playful and love children.

"These aren't watch dogs," the musher said. "They just love people."

Ashley Hodson, 7, knows all about Siberian huskies. She has an 8-month-old pup named Holly, who loves to play and will cheerfully pull anything you attach to her leash.

"I learned a lot today," Hodson said. "I learned how to greet a (strange) dog, to let him sniff your hand and find out what his name is. You also have to approach dogs from the front so you don't startle them."

The dogs have hundreds of young enthusiasts like Lynn and Ashley, from San Diego to Northridge. But their biggest fans are Schlitz and his wife.

"I was a cat person," Lela Schlitz, 53, said. "Until I met Harry."

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Los Angeles Times
OC Edition
Daily JUL - 3 1995

MONDAY
JULY 32

KEYNOTE SPEAKER

Scott Bourdelais, a Santa Ana attorney, will give a free seminar on living trusts at 7 p.m. at the Placentia Library, 411 E. Chapman Ave. Information: (714) 541-9569.

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The Register
Daily
JUN 21 1995

THE ORANGE GROVE

Library-saving proposal is an open book

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RICHARD R. MCKENZIE

▶ **THE ISSUE:** Why not consider charging for books as an alternative to shutting down or restricting the hours of public libraries?

▶ **THE WRITER:** Mr. McKenzie is a professor in the Graduate School of Management at the University of California, Irvine.

Few thoughtful people would quibble with the claim that libraries are crucial to the advancement of human civilization, while video stores are a luxury we could easily do without (and some might insist we should do without).

Nevertheless, video stores — repositories of entertainment — continue to expand rapidly in practically every possible way, in titles, locations, and hours. All the while, the nation's public libraries — repositories, supposedly, of far more important scientific and cultural works — are closing and, when staying open, are cutting services and hours. What's going on here? Have our collective values run amok?

No doubt, many agree that the country's values are screwed up. But libraries have also been trapped in the budget crunches of state and local governments. In Orange County, especially, libraries have become victims of the county's bankruptcy, which means they face cuts of $3 million in a budget of $23 million.

There simply are not enough tax dollars to keep open all public libraries for as many hours. As a consequence, five of Orange County's 28 libraries will be closed for all but two days. Video stores, on the other hand, are private and continue to expand with the dollars their customers are willing and able to spend.

In an ideal world, libraries would have access to unlimited public funds, and be able to buy books and stay open for as long as people wanted to prowl the stacks. But the ideal budgetary state of affairs is not now an option, and is not likely to become one anytime soon. If anything, the financial constraints on libraries will likely tighten, not loosen. Library supporters appear to have only two viable alternatives: Remain totally at the mercy of government funding or rethink the way libraries do business.

No one should want the former. In rethinking the way libraries do business, maybe librarians and government officials, who earnestly believe libraries are important, should look for answers in the way video stores do business.

Libraries can simply charge for the books that are checked out. That may be a revolutionary thought, and it might even be, admittedly, a grossly objectionable one. However, the relevant issue is whether or not, in times of fiscal exigencies, charging for books loaned is more objectionable than the next best alternative. No one should want to make library shelves less open to the public.

Charges on checked-out books — say, a dollar or two for each book, with the price varying with the cost of the books and/or demand for them (just as video stores price movies) — can do more than yield much needed operating revenues. Charges can cause patrons and libraries to behave more reasonably, with greater concern for the costs they are imposing on the community.

If all videos were priced at zero, many video store patrons would grab armloads of movies to take home for the evening, not giving much thought to which movies were most important. So what if one or more of the titles were never played. So what if the video stores had to pay to have the movies re-shelved so someone else could use them. The value of many videos taken home would often not match the costs the stores would incur in the maintenance of their shelves. The stores would also have no reason to care either about the implied waste, that is, so long as its excessive costs were covered by local or state government budgets.

One of the best kept secrets of libraries is that checking out books, and having them re-shelved on return, is a costly matter, certainly exceeding $1 a book and maybe running as high as $2 a book. But library patrons are never forced to consider that when they check out a stack of books they are tapping into the public treasury, effectively imposing a tax on other citizens who may never use the libraries. As a consequence, many patrons think nothing of checking out stacks of books, some of which are never used, in spite of the costs imposed on the libraries and the broader community.

Clearly, there are problems with charging for books, but there are also problems with closing libraries. Low-income people may feel the pain of the charges most heavily, but low-income people may also be most in need of keeping libraries open. The special problems of the poor can be accommodated in the old-fashioned way, with discriminatory prices, or lower charges for low-income groups than for other patrons. The fact that some low-income patrons in, for example, South Central Los Angeles may be harmed by charges should not be used as an excuse to continue to allow high-income patrons in Brentwood or Corona del Mar to avoid charges.

Libraries may not be able to charge prices sufficiently high to cover their entire budgets. But libraries do not need to replace their entire budgets, only the part that is being cut out. The revenues collected may not be enough to restore the library systems back to full financial health, but they can help restore some of the lost library hours. If patrons are unwilling to cover even a fraction of library costs through charges, then maybe their resistance to payments is a clear signal that other citizens should not be called upon to help the patrons out.

There is a quip going around that has a ring of some truth, "An economist is someone who would dare recommend installing coin-operated fire alarms." Some readers will look on charges for library services as equally extreme, the product of the science of economics gone mad. Certainly, library charges are an imperfect solution to a difficult problem. The case for charges, however, is based on a simple proposition: They beat the next best alternative policy. Libraries and their patrons should be willing to give charges a chance.

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Los Angeles Times
OC Edition
Daily JUN 24 1995

Orchid Species Society of Southern California: *Second Sunday.* Monthly at 2 p.m. at Placentia Library, 411 E. Chapman Ave., Placentia.

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The Register
Daily
JUN 25 1995

Westminster bypassed as 'All America City'

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The Orange County Register

A large delegation of Westminster boosters was disappointed Saturday when it did not take home the coveted title of "All America City," despite being one of 30 national finalists.

About 40 residents and city officials traveled to Cleveland to promote the city. During a 10-minute presentation Friday before a panel of judges, residents talked about overcoming language barriers, fighting gangs and promoting business.

"We're everyone's idea of an ugly brother. Nobody wants to be our neighbor," Finance Director Brian Mayhew had said.

There were 10 winners at a banquet Saturday night, including two California cities: Monrovia and Lindsay, in the central valley.

Placentia and Santa Ana previously won the All America City title.

santa ana, calif. 92711
Placentia News
Weekly JUN - 8 1995

'Paws to Read' program offered at area library

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By Sharilyn Miller
Placentia News-Times

Children can earn prizes for reading books this summer through the Placentia Public Library's "Paws to Read" program.

Reading certificates will be awarded to children in preschool through eighth grade who read 15 books and make at least five visits to the library during the summer.

And every child who competes will receive a free meal at the Whole Enchilada restaurant.

The Friends of the Public Library are sponsoring the program, including "Way Out Wednesdays," with professional storytelling, matinees and popcorn, live animals, crafts and Jahnathon the Juggler.

The prizes were donated by Baskin-Robbins, Dario's Italian Restaurant, Heidi's Frozen Yougurt, Cinemapolis Theater and other area businesses. Free passes will be issued only to children enrolled in Paws to Read.

Families can enroll children for the summer reading program during a presentation June 24 at the library.

Mountain Musher Harry Schlitz will visit the library with his team of dogs at 1 p.m. to relate his experiences as a dog sledder. He'll bring in sleds, snowshoes, dog booties and training carts for the whole family to see and touch.

Schlitz will discuss some of the lessons he has learned about teamwork and cooperation and children will be encouraged to meet his dogs afterwards.

The library is at 411 E. Chapman Ave. For registration information, call Children's Librarian Kay Schneider at (714) 528-1906.

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The Register
Daily
JUN 29 1995

PLACENTIA 332

Residents are invited to come on out to the ranch — historic George Key Ranch — from 10 a.m. to 4 p.m. Saturday for a turn-of-the-century "hometown Independence Day celebration." Featuring special guests in historical costumes, ranch exhibits and tours, live musical entertainment, antique cars, food, games and prizes, the "Stars and Stripes" celebration promises old-fashioned fun for the family. Admission is $3 for adults, $2 for children under 12. Parking is free. The ranch is at 625 W. Bastanchury Road. Call (714) 834-2400 or (714) 528-4260.

— Sharilyn Miller
(714) 704-3704

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Placentia News
Weekly JUN - 1 1995

Library subscribes to want-ad service

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The Placentia Library now subscribes to a service that compiles the "help wanted" ads from 64 cities, publishes the ads on microfiche, and delivers the ads weekly to the library.

The ads are complete and unedited, providing full-time job opportunities for experienced or entry-level, white and blue collar positions. Cities include Atlanta, Ga.; San Francisco and San Diego; St. Louis, Mo.; Boston, Mass.; and Dallas and Houston, Texas, to name a few.

To view the microfiche, ask at the library's reference desk for Help Wanted USA. The library is at 411 E. Chapman Ave. Hours are: noon to 8 p.m. Monday-Wednesday; 10 a.m. to 6 p.m. Thursday; Friday closed; 10 a.m. to 6 p.m. Saturday; and 1 to 5 p.m. Sunday.

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Placentia News
Weekly

JUN - 8 1995

Neighbors

PEOPLE

Walkers raise money for African-American students

332

On your mark, get set, GO! With some warm-ups led by **Toya Wyatt** and her "GO!" walkers at the second annual African-American Faculty and Staff Association 5K started out. Never mind that the May 13 morning was overcast — overheard one participant say overcast was perfect walking weather — what spirit! Walkers, fast and slow, were focused on raising money to support scholarships for African-American students at California State University, Fullerton. **Charleen Riggins** and **Lyric Mayes**, along with committee members **Vicki Collier**, **Venetta Jackson** and **Elaine Dixon** lined up Pasta Bravo Restaurant (need those complex carbs for energy) and rounded up raffle items. **Karen Tinsley** walked away with (no pun intended) L.A. Philharmonic tickets and **Lynette Housty** now has tickets for a Great Western Forum event. **Xavier Franco**, outstanding local high school cross-country runner, set the pace and **Robert Emery** took first place in the walkathon at the Cal State Fullerton campus. Good walk, good fun, good people working together for students' future educations!

■ ■ ■

Bankruptcy fallout: Heard local Rotarians **Jim Fleming**, school

APRIL OTTAVIAN

district superintendent, and **Elizabeth Mintor**, Placentia Library director, paid 77 cents each (for the 77 percent reimbursement of their money in the county investment pool) instead of the usual $1 morning meeting fine.

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Los Angeles Times
OC Edition
Daily

JUN 22 1995

■ **Paws to Read** (Placentia Library, 411 E. Chapman Ave., Placentia, [714] 528-1906). Registration continues for the library's summer reading program for children preschool through 8th grade. Youngsters earn prizes and opportunities to participate in special activities, for reading books and visiting the library each week. Call for more details.

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The Register
Daily

JUN 19 1995

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Understanding Living Trust, 7 p.m., Placentia Library, 411 E. Chapman, Placentia. Presenter: Attorney Scott A. Bourdelais. Free. 541-9569.

TO: Elizabeth Minter, Library Director

FROM: Katie Matas, Literacy Coordinator KM

DATE: July 18, 1995

SUBJECT: Placentia Library Literacy Services Report for the month of June

Program Statistics
Active tutors: 56
Active students: 73
Students waiting to be matched: 20
Percentage of tutors reporting (June hours): 84%
Tutoring hours reported: 249.5
Other volunteer hours reported: 47.5
Total volunteer hours: 297

Literacy Center Computer. The new computer to be used by literacy students and their tutors arrived and has been installed in the tutoring area. Literacy Clerk Estella Wnek will be trained to work with the tutors and students who would like to use the computer in conjunction with their tutoring sessions.

Citizenship Exam. Pre-registration for the July 22, 1995 Citizenship exam closed June 25 with five people registered to take the exam. There will be enough copies of the test for 15 more people to register late or sign-up the day of the test. The exam will begin at 8:30 a.m. on Saturday, July 22 in the Library meeting room.

Networking. Literacy Coordinator Matas represented PLLS at the Chamber Mixer.

Agenda Item 33

TO: Elizabeth D. Minter, Library Director

FROM: Jeannine Walters, Families For Literacy Coordinator JW

DATE: July 18, 1995

SUBJECT: Families For Literacy Report for the month of June

Program Statistics.

Attendance

June 7	8 adults	6 children	14 TOTAL
June 14	10 adults	12 children	22 TOTAL
June 21	7 adults	15 children	22 TOTAL
June 27	9 adults	18 children	27 TOTAL

Books distributed

June 7	13 books
June 21	22 books

June 21 was the last program of the 1994/1995 year. A book was given to each of the program's participants. Dictionaries were given to the adults and books with attached finger puppets were given to the children. Families who have participated in the program for 2 years were given books containing English and Spanish fingerplays.

During the summer, storytimes are being held at the Library for families in the FFL program. The first program was on June 27, and the programs will continue until August 8. The children who attend are also being encouraged to participate in the Library's Summer Reading Program.

TO: Elizabeth Minter, Library Director

FROM: Suad Ammar, Principal Librarian

DATE: July 18, 1995

SUBJECT: **Placentia Pride Council Report for the Month of June.**

Legal workshops: Mr. Robert R. Ward, Esq. will present "Workers' Compensation & Employee Rights" on July 20, at 7:30 P.M. in the Placentia Meeting room.

Mr. Ward will concentrate on:

Who is covered.
What benefits are available.
What dangers to avoid.

"Employee Rights " was the title of the June seminar presented by Mr. Kermit N. Sprang. Wrongful termination, discrimination based on protected status and damages available for such claims, were the focus of Mr. Sprang's presentation. Sixteen people attended.

The August seminar will be presented in Spanish. Attorney Alfredo Amezcua will, for the second time, present "Immigration Law and Citizenship Training" at the Whitten Center on August 17, at 7:30 P.M.

Future seminars' dates, subjects and presenters are :

September 28, "Estate Planning" presented by attorney Keith deBruckey.
October 19, "Power of Attorney" presented by attorney Keith deBruckey.
November 16, "Family Law, Financial Settlement" presented by attorney Violet Woodhouse.

SDRMA Board Members Are Managers or Directors of Special Districts	
Earl Sayre, President	*[Trinity Water District]*
Bruce Buel, Director	*[Mckinleyville CSD]*
Juan Lopez, Vice President	*[Heber PUD]*
Tom Marking, Director	*[Burney Water District]*
Ken Sonksen, Director	*[Sanger Cemetery District]*
Rita Velasquez, Director	*[Elk Grove CSD]*
John Woolley, Secretary	*[Manila CSD]*
Jim Towns, Executive Director	

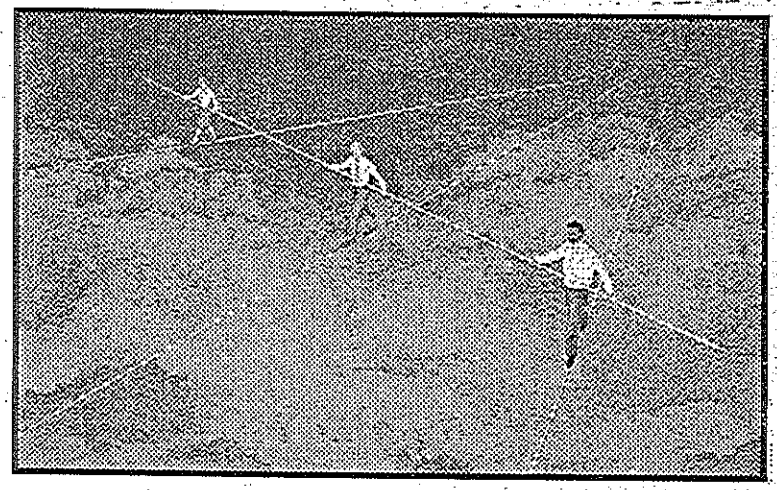
For Membership Information Please Call:

800-20-SDRMA

BOILER AND MACHINERY	*up to*	*$30,000,000*
BUILDING AND CONTENT	*up to*	*$25,000,000*
GENERAL LIABILITY	*up to*	*$10,500,000*

Please refer to your "Memorandum of Coverage" for complete coverage detail.

SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY



SDRMA Insures Special Districts

Coverage up to $30,000,000

1995-1996 Package Policy

SDRMA

1995-1996 Package Program

Coverage Type	Limit	Deductible
Property		
Limits [per occurrence]	$25,000,000	$2,000
Building & Contents	Replacement	$2,000
Extra Expense	$50,000	$2,000
Personal Property of Employees	$500	
Personal Property of Others	$25,000,000	$2,000
Electronic Data Processing		
Hardware	$50,000	$2,000
Software	included	
Extra Expense	Included	
Accounts Receivable	$50,000	$2,000
Valuable Papers	$50,000	$2,000
Fine Arts	$50,000	$2,000
Builders Risk	$500,000	$2,000
Demolition and Increased Cost of Construction	$500,000	
Transit	$500,000	$2,000
Rented/Portable Equipment Floater [replacement cost to policy limit]	$25,000,000	$2,000
Commandeered Property of Others [except for excluded property]	$25,000,000	$2,000
Valuation	Replacement	
Coinsurance Penalty	None	
Crime		
Employee Dishonesty	$100,000	$0
Boiler & Machinery		
Includes Mechanical Breakdown	$30,000,000	$1,000
Public Officials Errors & Omissions		
Limit [per occurrence]	$2,500,000	$0
Annual Aggregate	$2,500,000	
Form of Coverage	Occurrence	

SDRMA

1995-1996 Package Program

Coverage Type	Limit	Deductible
Automobile		
Physical Damage	Cash Value	
Liability Limit [per occurrence] [deductible for property damage only]	$2,500,000	$1,000
Uninsured Motorist	$500,000	
Non-Owned and Hired Vehicles	Covered	
Comprehensive/Collision [optional]		$250/$500
General Liability		
Limit [per occurrence] [deductible for property damage only]	$2,500,000	$500
General Aggregate	$2,500,000	
Personal Injury/Advertising	$2,500,000	
Professional Liability [specific underwriting only]	$2,500,000	
Additional Coverage up to	$10,500,000	
Form of Coverage	Occurrence	

General Liability Coverage Includes:

Athletic Activities	Non-Owned Watercraft
Broad Form Property Damage	Owned Watercraft [to 25 ft]
Certain Advertising Losses	Contractual
Personal Injury from Employment	Employee Benefits
Wrongful Termination	Extended Bodily Injury
Employee Discrimination	Host Liquor
Failure to Supply [restrictive]	Products/Completed Operations
Prior Acts [subject to evaluation]	Sexual Misconduct
Incidental Malpractice	Transit of Mobile Equipment
Liquor Law Liability - Temporary	Volunteers/Employees

Exclusions

Aircraft	Intentional Falsehoods
Asbestos	Inverse Condemnation
Breach of Contract	Pollution Liability
Fellow Volunteers-Optional	Watercraft [over 25 ft]
Fireworks	Worker's Compensation
Intentional Acts	Wrongful/Willful Violations