

# Placentia Library District Board of Trustees

## Meeting & Event Schedule

October 96

S	M	T	W	T	F	S
	1	2	3	4	5	
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November 96

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December 96

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January 97

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February 97

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March 97

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**June**  
**30** ALA Conference, San Francisco

**July**  
**1** ALA Conference, San Francisco

**2** ALA Conference, San Francisco

**3** ALA Conference, San Francisco

**15** 7:30 PM Library Board Meeting

**August**  
**19** 7:30 PM Library Board Meeting

**September**  
**1** 7:00 PM Board Meeting

**11** 11:30 AM Foundation Board Meeting

**16** 7:30 PM Library Board Meeting

April 97

S	M	T	W	T	F	S
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May 97

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June 97

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July 97

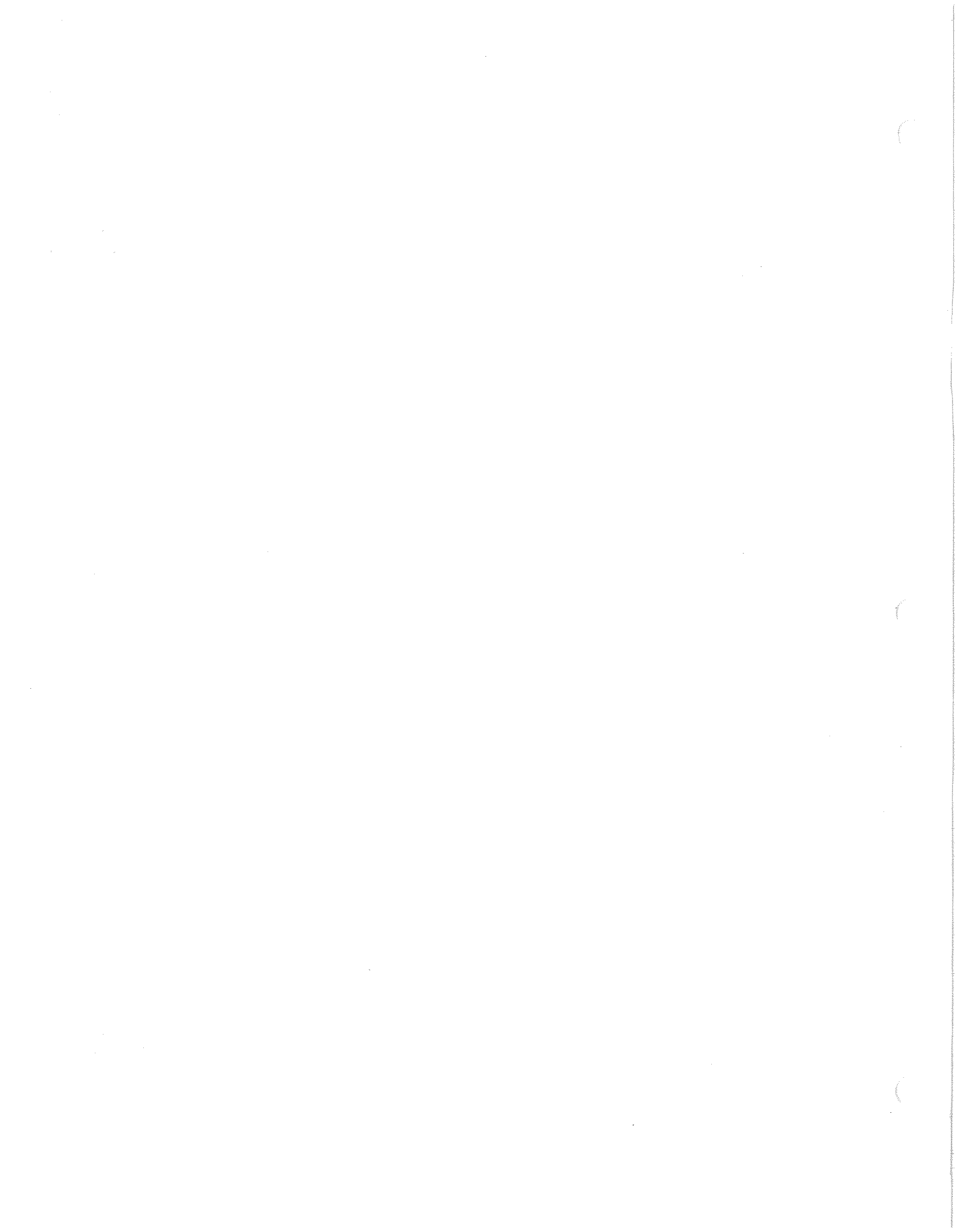
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August 97

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September 97

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

I, Charlene Dumitru, Administrative Assistant for the Placentia Library District, hereby certify that the Agenda for the September 17, 1996, Regular Meeting of the Library Board of Trustees of the Placentia Library District was posted on Thursday, September 12, 1996.

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**CALENDAR FOR LIBRARY BOARD OF TRUSTEES**

Oct 7 (Mon)	Friends of Placentia Library Board Meeting, 7:00 P.M. (Shkoler) Placentia Civic Center Authority, 7:30 P.M. (Dinsmore and Evans)
Oct 13-16	LITA/LAMA National Conference, Pittsburgh, PA
<b>Oct 15 (Tues)</b>	<b>Library Board Meeting, 7:30 P.M.</b>
Oct 31 & Nov 2-3	Friends Semi-Annual Book Sale
Nov 4 (Mon)	Friends of Placentia Library Board Meeting, 7:00 P.M. (Stark)
Nov 14 (Thur)	Foundation Board of Directors Meeting, 11:30 A.M. (Stark and Shkoler)
<b>Nov 19 (Tues)</b>	<b>Library Board Meeting, 7:30 P.M.</b>
Dec 2 (Mon)	Friends of Placentia Library Board Meeting, 7:00 P.M. (Dinsmore)
<b>Dec 17 (Tues)</b>	<b>Library Board Meeting, 7:30 P.M.</b>
1997	
Jan 9 (Thur)	Foundation Board of Directors Meeting, 11:30 A.M. (Stark and Shkoler)
Feb 14-20	American Library Association Midwinter Meeting, Washington, D.C.
May 31-Jun 3	American Booksellers Association, Chicago
Jun 26-Jul 3	American Library Association Annual Conference, San Francisco
1998	
Jan 9-15	American Library Association Midwinter Meeting, New Orleans
Jun 25 - Jul 2	American Library Association Annual Conference, Washington, D.C.

*NCLW*



**MINUTES**  
**PLACENTIA LIBRARY DISTRICT**  
**REGULAR MEETING OF THE BOARD OF TRUSTEES**  
**August 20, 1996**

**CALL TO ORDER**                   The Regular Meeting of the Placentia Library District Board of Trustees was called to order on August 20, 1996 at 7:40 P.M. by President Peggy Dinsmore.

**ROLL CALL**                       **Members Present:** President Peggy Dinsmore; Secretary Sandra Stark; Trustees Ray Evans, and Al Shkoler; and Library Director Elizabeth Minter.

**Members Absent:** Trustee Robin Masters.

**Others Present:** Administrative Assistant Charlene Dumitru.

**ADOPTION OF AGENDA**                   It was moved by Trustee Shkoler, seconded by Trustee Evans to adopt the Agenda as presented.

**AYES:**           Dinsmore, Stark, Evans, Shkoler  
                                  **NOES:**           None  
                                  **ABSTAIN:**       None  
                                  **ABSENT:**       Masters

**MINUTES**                         It was moved by Trustee Evans, seconded by Trustee Shkoler to approve the Minutes of the Regular Meeting of July 16, 1996 as presented.

**AYES:**           Dinsmore, Stark, Evans, Shkoler  
                                  **NOES:**           None  
                                  **ABSTAIN:**       None  
                                  **ABSENT:**       Masters

It was moved by Trustee Evans, seconded by Trustee Shkoler to approve the Minutes of the Special Meeting of August 4, 1996 as presented.

**AYES:**           Stark, Evans, Shkoler  
                                  **NOES:**           None  
                                  **ABSTAIN:**       Dinsmore  
                                  **ABSENT:**       Masters

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

**BOARD  
PRESIDENT'S  
REPORT**

President Dinsmore awarded Certificates of Appreciation to Jeffrey Contompasis for arranging a donation to the Library of seven monitors and keyboards for use with the online catalog and magazine system and to the Summer Youth Volunteers for their service hours to the Summer Reading Program.

**FOUNDATION  
REPORT**

Secretary Stark reported that on July 22, 1996, Placentia Library Foundation Board Members David Hiskey, J.D., and Al Penry, C.F.P., presented a seminar on Planned Giving and including charitable organizations in Estate Planning in order to reduce tax liability.

Trustee Shkoler reported that the Foundation's Inaugural Donor Reception held on August 9, 1996 was well attended and successful. Secretary Stark commented that she had noticed a great deal of interest in the Placentia History Room.

**CLAIMS**

It was moved by Secretary Stark, seconded by Trustee Shkoler to approve Agenda Items 7 through 9: Nonstandard Claims in the amount of \$0.00; Claims forwarded by the Library Director in the amount of \$8,825.39. Current Claims and Payroll in the amount of \$69,852.92.

AYES: Dinsmore, Stark, Evans, Shkoler  
NOES: None  
ABSTAIN: None  
ABSENT: Masters

**FINANCIAL  
REPORTS**

It was moved by Secretary Stark, seconded by Trustee Masters to receive and file Agenda Items 10 through 15: Financial Reports for July, 1996; Office General Ledger & Check Registers for July, 1996; Acquisitions Report for July, 1996; Overdue Collection Report for July, 1996; Debit Card System Reimbursement Report for July, 1996; and Gifts Report for July, 1996.

AYES: Dinsmore, Stark, Evans, Shkoler  
NOES: None  
ABSTAIN: None  
ABSENT: Masters

**GENERAL CONSENT  
CALENDAR**

Library Director Minter reported that Agenda Item 20, Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority, had been withdrawn because the invoice had not been received.

It was moved by Trustee Shkoler, seconded by Secretary Stark to receive Agenda Items 16a-19 and 21-26: Building Maintenance Report for July, 1996 (Receive & File); Personnel Report for July, 1996 (Receive, File and Ratify Appointments); Volunteer Report for July, 1996 (Receive & File); Circulation Report for July, 1996 (Receive & File); Letter from Sherie A. Christensen, Deputy District Attorney for Orange County, on behalf of Laurence M. Watson, Orange County District Attorney, stating that the Orange County District Attorney's Office will not serve as Placentia Library District's Legal Counsel (Receive & File); Submission of the 1996 Local Agency Biennial Notice to the Clerk of the Board of Supervisors, County of Orange, in Compliance with the requirements of the Political Reform Act and the regulations of the Fair Political Practices Commission. (Receive & File, and Approve Signature by the Library Director and Submission to the Clerk of the Board of Supervisors, County of Orange); Annual Report to the State Library of California for the Families for Literacy Grant for Fiscal Year 1995-1996 (Receive & File); Annual Report to the State Library of California for the California Literacy Campaign Matching Funds Grant for fiscal Year 1995-1996 (Receive & File); Annual Report to the California Department of Education for the Federal Adult Basic Education (321 Grant) for Fiscal Year 1995-1996 (Receive & File); and Letter from Vanessa C. Chaverri, Account Administrator, Anderson and Anderson/Benefits, notifying the District that the dental plan rates with Principal Mutual Life Insurance Company will decrease by 5.2% for the upcoming one-year renewal period, and that the vision plan rates are remaining the same. (Receive & File, and Approve Signature of the Dental Plan and Vision Plan One-Year Renewal Contracts by the Library Director).

AYES:	Dinsmore, Stark, Evans, Shkoler
NOES:	None
ABSTAIN:	None
ABSENT:	Masters

**BUDGET AND  
LEGISLATIVE  
ACTIVITIES**

Library Director encouraged the Board to call Assemblyman Ackerman's Office to request that he continue to support Assembly Bill 2797 regarding reversing some of the ERAF transfer back to the cities, counties and special districts.

**STAFF REPORTS**

It was moved by Secretary Stark, seconded by Trustee Shkoler to receive and file Agenda Items 28 through 32: Children's Services Report for Month of July, 1996; Publicity Materials produced for the Month of July, 1996; Placentia Library Literacy Services Report for Month of July, 1996; Families for Literacy Project Report for Month of July, 1996; and Safety Committee Minutes for July, 1996

AYES:	Dinsmore, Stark, Evans, Shkoler
NOES:	None
ABSTAIN:	None
ABSENT:	Masters

The Regular Meeting of the Board of Trustees of the Placentia Library adjourned at 8:28 P. M.

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Saundra M. Stark, Secretary



TO: Library Board of Trustees  
FROM: Elizabeth D. Minter, Library Director *edm*  
DATE: September 17, 1996  
SUBJECT: Friends of Placentia Library Report

The Board of Directors of the Friends of the Library met on Monday, September 9, 1996. Trustee Robin Masters and Library Director Elizabeth Minter attended the Meeting.

The Treasurer reported an account balance of \$2,732.29 as of September 9, 1997. The June - August revenue from the Book Store was \$1,955.94.00.

The Board authorized a payment of \$1,000 for the Summer Reading Program and a contribution of \$500 to the Measure W Campaign.

The Friends calendar for 1996-1997 was developed. The dates for the spring book sale will be finalized at a future meeting. A copy of the calendar is attached.

The November Book Sale will be a one-day event on Saturday, November 2. Members will be admitted in the morning, a sale to the general public will follow. The last hour of the sale will be the "buck-a-bag" time.

A tentative date for a bus tour of the Temecula Wineries was set for Saturday, November 9 pending confirmation by Vick Knight and the bus company.

Friends Board members discussed their involvement in the Measure W Campaign. All expressed an interest in volunteering to assist the Measure W Campaign Committee with its voter awareness efforts.

The next Friends Board meeting is scheduled for Monday, October 7 at 7:00 P.M. Trustee Shkoler is scheduled to attend as the Library Board representative. Principal Librarian Ammar will attend as the Library Administration representative.



# Friends of Placentia Library

## Yearly Planner

September 96						
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October 96						
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November 96						
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December 96						
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January 97						
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February 97						
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**September**  
9 7:00 PM Board Meeting

**October**  
7 7:00 PM Board Meeting

**November**  
1 Book Sale Set-up

2 Book Sale

4 7:00 PM Board Meeting

5 Election Day - Measure W

9 Temecula Wine Tour

**December**  
2 7:00 PM Board Meeting

**January**  
6 7:00 PM Board Meeting

**February**  
3 7:00 PM Board Meeting

**March**  
1 Author's Luncheon

3 7:00 PM Board Meeting

**April**  
7 7:00 PM Board Meeting

13 Apr 13 - Apr 19 National Library Week

14 Annual Membership Meeting

**May**  
5 7:00 PM Board Meeting

15 Book Sale

17 Book Sale

18 Book Sale

**June**  
2 7:00 PM Board Meeting

March 97						
S	M	T	W	T	F	S
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April 97						
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May 97						
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June 97						
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July 97						
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August 97						
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TO: Library Board of Trustees  
FROM: Elizabeth D. Minter, Library Director *edm*  
DATE: September 17, 1995  
SUBJECT: **Placentia Library Foundation Report**

The Board of Directors of the Placentia Library Foundation held a Regular Meeting on Thursday, September 12, 1995.

The Treasurer's Report showed the following balances: Endowment Fund, \$8,317.40; Adopt-A-Book Fund, \$1,391.94; and General Fund, \$2,570.47.

The Board reviewed the Planned Giving Seminar held on July 22, 1996, and the Inaugural Donor Reception held on August 9, 1996.

The Board will be conducting its annual giving program beginning with a mail solicitation to previous donors, volunteers and supporters on September 26.

Preparation of the general solicitation of adult Library cardholders by the Library Board on behalf of the Foundation will be deferred until after the election. The new target mailing date is the first week of December.

The next Foundation Board regular meeting will be held on November 14.



Agenda Item 8

August 15, 1996

TO Elizabeth

FROM Pat Irot

RE: Virginia Carpenter  
Books for sale

I recommend that if there are books on hand at the library for sale written by Virginia that any proceeds from those sales be maintained by the library, perhaps given to the History Room or used to purchase books in her name.

I feel that her estate has been settled, or is in the process of being settled, and that any accounting would complicate things. I also feel that Virginia would be pleased to give any proceeds to the library at this time.





PLACENTIA LIBRARY DISTRICT  
Summary of Nonstandard Claims  
September 17, 1996

DATE	REPORT NO.	AMOUNT
		\$0.00
	TOTAL	<u>\$0.00</u>



PLACENTIA LIBRARY DISTRICT  
Summary of Claims Forwarded by the Library Director  
September 17, 1996

DATE	REPORT NO.	AMOUNT
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TOTAL	<u>\$0.00</u>
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PLACENTIA LIBRARY DISTRICT  
 Current Claims and Payroll  
 September 17, 1996

TYPE	REPORT NUMBER	AMOUNT
Immediately	3435	3,179.74
	3436	976.40
	3437	\$1,156.85
Subtotal for Immediately		5,312.99
Regular	3438	10,367.34
	3439	2,910.24
	3440	292.31
Subtotal for Regular		13,569.89
TOTAL CURRENT CLAIMS		18,882.88
Payroll	3441	22,560.00
	3442	22,560.00
Subtotal for Payroll		45,120.00
TOTAL		64,002.88

LOCALLY GOVERNED DISTRICT  
CLAIMS TRANSMITTED FOR PAYMENT

DATE 09/17/96  
REPORT NO 3435

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

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

APPROVED CLAIMS							A C's Use Only	
Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/	Sub Objt/ Rev	Rept Cat	AMOUNT	Doc	Only
			BS Acct				Number	SC
N01074 Southern California Gas Co. P.O. Box C Monterey Park, CA 91756	August 20, 1996		2800	00		39.30		
N09187 Vision Plan of America 8111 Beverly Blvd, STE 306 Los Angeles, CA 90048	October, 1996		0300	00		99.50		
N03645 CareAmerica 6300 Canoga Avenue Woodland Hills, CA 91367-2555	September, 1996		0300	00		2,129.33		
N03648A Cascade Drinking Water P.O. Box 9179 Whittier, CA 90608-9179	August 22, 1996 033911		1800	00		24.95		
N03655B Spicers Paper, Inc. 1298 N. Bluegum Street Anaheim, CA 92805	August 14, 1996 74738 August 26, 1996 86276		1800	00		85.52 7.05 92.57		
N03659C Southern California Water 130 N. Bradford Avenue Placentia, CA 92870	August 27, 1996		2800	00		333.59		
N03742A MobileComm 101 South First Street, STE 300 Burbank, CA 91502	Sept. 5, 1996 91215610996		0700	01		12.50		
N04626 AMS Contracts 11 Chesterfield Mission Viejo, CA 92692	Sept 5, 1996		1400	00		448.00		

The claims listed above (totaling \$ 3,179.74) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

Page Total

3,179.74

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

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

APPROVED CLAIMS							A C's Use	Only
Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/	Sub Objt/ Rev	Rept Cat	AMOUNT	Doc	SC
			BS Acct				Number	
N03752 Pacific Bell Payment Center Van Nuys, CA 91388-0001	August 17, 1996 528-1906		0700	00		145.81		
	August 7, 1996 253-0470		0700	01		141.47		
	August 17, 1996 528-8236		0700	01		21.02		
	August 19, 1996 996-4983		0700	01		113.46		
	August 19, 1996 996-2865		0700	01		23.92		
	August 17, 1996 528-6022		0700	07		20.54		
						466.22		
N05030D A T & T P.O. Box 10103 Van Nuys, CA 91410-0103	August 16, 1996 528-1906		0700	00		5.24		
N05030G A T & T P.O. Box 10192 Van Nuys, CA 91410-0103	July 16, 1996 528-8236		0700	01		24.42		
	August 4, 1996 524-9784		0700	01		5.17		
	August 16, 1996 528-8236		0700	01		10.18		
						39.77		
N06555 Principal Mutual P.O. Box 10328 DesMoines, IA 50306	September, 1996		0300	00		353.00		
N06557 Care Resources, Inc. 9550 Warner Avenue, STE 228 Fountain Valley, CA 92708	September, 1996		1900	00		35.00		
N06686 Office Depot P.O. Box 660337, Dept. 80 Dallas, TX 75266-0337	August 15, 1996 80 0128 397650 3		1800	00		77.17		

The claims listed above (totaling \$ 976.40) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

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

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

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

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

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

APPROVED CLAIMS							A C's Use Only	
Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/	Sub Objt/ Rev	Rept Cat	AMOUNT	Doc	Only
			BS Acct				Number	SC
N06785 Hector Vargas Cleaning 318 Capistrano Street Placentia, CA 92870	Sept. 7, 1996 41498		1400	00		950.00		
N06965 Paychex 200 E. Sandpointe, STE 100 P.O. Box 25159 Santa Ana, CA 92799	August 19, 1996 19960829		1900	00		166.95		
N013151 PC Systems Design Corp 3040 Saturn Street, STE 100 Brea, CA 92621	August 6, 1996 141326		0700	01		19.95		
	July 9, 1996 139826		0700	01		<u>19.95</u> 39.90		

PLEASE PAY IMMEDIATELY

The claims listed above (totaling \$ 1,156.85) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

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

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

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



LOCALLY GOVERNED DISTRICT  
CLAIMS TRANSMITTED FOR PAYMENT

DATE 09/17/96  
REPORT NO 3438

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

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

APPROVED CLAIMS							A C's Use	Only
Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/	Sub Objt/ Rev	Rept Cat	AMOUNT	Doc	SC
			BS Acct				Number	
N01035 City of Placentia 401 E. Chapman Ave. Placentia, CA 92870	Sept. 4, 1996		2800	00		4,685.02		
			1400	00		1,667.03		
			1800	00		1,712.00		
			1800	08		571.00		
						<b>8,635.05</b>		
N03653 Bear State 3548 Enterprise Drive Anaheim, CA 92807-1640	Aug 20, 1996 - Inv. 40759 Aug 17, 1996 - Inv. 40712 Aug 27, 1996 - Inv 40811		1400	00		272.40		
			1400	00		117.42		
			1400	00		184.00		
						<b>573.82</b>		
N03656 Pacific Clippings P.O. Box 11789 Santa Ana, CA 92711	August 30, 12996		1900	00		32.71		
N03660 Elizabeth D. Minter c/o Placentia Library District 411 E. Chapman Avenue Placentia, CA 92680	Sept. 17, 1996		1600	07		45.00		
			1800	00		20.32		
			1803	00		99.10		
			1803	08		32.00		
			2700	03		250.00		
			2700	07		107.00		
		<b>553.42</b>						
N03858 American Agencies 730 N. Euclid, #302 Anaheim, CA 92801	July 22, 1996		1900	00		4.16		
N06556 Continental Casualty Spec. Risks - Kansas City P.O. Box 95033 Chicago, IL 60694	September		0300	00		176.74		
N06566 Regency Lighting 16665 Aminta St. Van Nuys, CA 91406	August 29, 1996 298206		1400	00		391.44		

The claims listed above (totaling \$ 10,367.34) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

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

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

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

LOCALLY GOVERNED DISTRICT  
CLAIMS TRANSMITTED FOR PAYMENT

DATE 09/17/96  
REPORT NO 3439

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

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

APPROVED CLAIMS							A.C's Use Only	
Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/	Sub Objt/ Rev	Rept Cat	AMOUNT	Doc	Only
			BS Acct	Rev			Number	SC
N09114 Jeannine Walters 411 E. Chapman Placentia, CA 92870	June/July, 1996		2700	01		28.83		
Allard, Shelton & O'Connor 319 Harvard Ave. Claremont, CA 91711-4746	Sept. 10, 1996 10696		1900	00		180.00		
So. Calif Library Literacy Network Lucy Johnson-Sims/SCLLN Membership 125 E. Eighth Street Beauont, CA 92223	August 20, 1996		1600	07		50.00		
N03719 West Publishing Corp. P.O. Box 64833 St. Paul, MN 55172-0077	August 26, 1996 July 4, 1996		2400 2400	03 03		70.04 <u>1072.11</u> <b>1,142.15</b>		
N03833 BroDart Co. 500 Arch Street Williamsport, PA 17705	August 22, 1996 U759860 August 22, 1996 U759862		2400 2400	01 01		17.70 <u>18.35</u> <b>36.05</b>		
N03842 Ingram Library Services P.O. Box 845361 Dallas, TX 75284-5361	August 15, 1996 26395709		2400	01		10.79		
N06904 Social Issues Resources P.O. Box 2348 Boca Raton, FL 33427-2348	August 21, 1996 321813		2400	03		1,250.00		
N09111A Ebsco P.O. Box 92901 Los Angeles, CA 90009-2901	August 15, 1996 0125038		2400	04		212.42		

The claims listed above (totaling \$ 2,910.24) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

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

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

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

Page Total

2,910.24

LOCALLY GOVERNED DISTRICT  
CLAIMS TRANSMITTED FOR PAYMENT

DATE 09/17/96  
REPORT NO 3440

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

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

APPROVED CLAIMS							A C's Use	Only
Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	Doc Number	SC
Orange County Register P.O. Box 11942 Santa Ana, CA 92711	August 14, 1996 70000475		2400	04		125.51		
Suzanne Kittell 307 Los Padres Lane Placentia, CA 92870-6234	August 10, 1996		2400	01		166.80		

The claims listed above (totaling \$ 292.31) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

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

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

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

LOCALLY GOVERNED DISTRICT  
CLAIMS TRANSMITTED FOR PAYMENT

DATE September 17, 1996  
REPORT NO 3441

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

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

APPROVED CLAIMS							A C's Use Only	
Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/	Sub Objt/ Rev	Rept Cat	AMOUNT	Doc	Only
			BS Acct				Number	SC
BANK OF AMERICA Placentia Branch 760 for the Placentia Library  Account # 07605-80156 Route # 121000358	September 17, 1996 Pay # 20 Sept. 13, 1996 Sept 26, 1996		0100	00		20,957.00		
	FICA		0200	00		1,603.00 22,560.00		
<b>PLEASE WIRE ON THURSDAY, SEPT 26 , 1996</b>								

The claims listed above (totaling \$ 22,560.00) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

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

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

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

LOCALLY GOVERNED DISTRICT  
CLAIMS TRANSMITTED FOR PAYMENT

DATE September 17, 1996  
REPORT NO 3442

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

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

APPROVED CLAIMS							A C's Use Only	
Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	Doc Number	SC
BANK OF AMERICA Placentia Branch 760 for the Placentia Library  Account # 07605-80156 Route # 121000358	September 17, 1996 Pay # 21 Sept. 27, 1996 Oct. 10, 1996		0100	00		20,957.00		
	FICA		0200	00		<u>1,603.00</u> 22,560.00		
PLEASE WIRE ON THURSDAY, OCT 10 , 1996								

The claims listed above (totaling \$ 22,560.00) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

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

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

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



Placentia Library District  
FY1996-1997 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
07/01/96		Beginning Balance			187,125.87
06/18/96	3415	Payroll to wire 7/3/96		22,600.00	164,525.87
06/18/96	3416	Payroll to wire 7/18/96		22,600.00	141,925.87
07/02/96		Withheld proceeds interest	23.44		141,949.31
07/08/96		Release of Impounds		3.72	141,945.59
07/08/96		Release of Impounds	1,487.37		143,432.96
07/08/96	3419	General		2,724.25	140,708.71
07/08/96	3420	General		4,589.00	136,119.71
07/09/96		Release of Impounds		10.26	136,109.45
07/09/96		Release of Impounds	4,104.28		140,213.73
07/10/96		Release of Impounds		0.87	140,212.86
07/10/96		Release of Impounds	348.67		140,561.53
07/12/96		Interest on Impounds	243.19		140,804.72
07/15/96		Interest on Impounds	1,110.48		141,915.20
07/16/96		Interest on Impounds	89.96		142,005.16
07/16/96	3421	General - Liability Insurance		5,583.00	136,422.16
07/16/96	3422	General - PPI		2,823.66	133,598.50
07/16/96	3423	General		15,000.36	118,598.14
07/16/96	3424	General		1,325.90	117,272.24
07/16/96	3425	Payroll to wire 8/1/96		22,560.00	94,712.24
07/16/96	3426	Payroll to wire 8/15/96		22,560.00	72,152.24
07/18/96		FY96 Secured Final Apport.	4,341.84		76,494.08
07/18/96		Secured Final Apport		19.78	76,474.30
07/22/96		Supplemental Apport.	483.45		76,957.75
07/23/96		Library Fines & Fees	1,328.87		78,286.62
07/24/96		Tetter 2nd Current	14,180.32		92,466.94
07/24/96		Tetter 2nd Current		40.67	92,426.27
07/25/96		Supplemental Sec. Prior	1,065.86		93,492.13
07/25/96		Supplemental Apport.	448.40		93,940.53
07/26/96		FY94 Supplemental Roll	3.49		93,944.02
08/13/96	3427	General		821.44	93,122.58
08/13/96	3428	General		2,257.96	90,864.62
08/13/96	3429	General - PPI		2,268.58	88,596.04
08/14/96		Canceled outdated check	6.96		88,603.00
08/15/96		Release Post Petition HOX	19.39		88,622.39
08/19/96		OCA Release 95-95 Sec Pre		0.12	88,622.27
08/19/96		Release 94-95 Pre Petition	47.57		88,669.84
08/20/96	3431	General		1,968.85	86,700.99
08/20/96	3432	General		1,301.50	85,399.49
08/20/96	3433	Payroll to wire 8/29/96		22,560.00	62,839.49
08/20/96	3434	Payroll to wire 9/12/96		22,560.00	40,279.49
08/22/96		Interest Adjustment	0.53		40,280.02
08/28/96		Supplemental 1st Actual	49.98		40,330.00
09/17/96		Library Fines & Fees	4,108.77		44,438.77
09/17/96	3435	General - PPI		3,179.74	41,259.03
09/17/96	3436	General - PPI		976.40	40,282.63
09/17/96	3437	General		1,156.85	39,125.78
09/17/96	3438	General		10,367.34	28,758.44
09/17/96	3439	General		2,910.24	25,848.20

Placentia Library District  
FY1996-1997 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
09/17/96	3440	General		292.31	25,555.89
09/17/96	3441	Payroll to wire 9/26/96		22,560.00	2,995.89
09/17/96	3442	Payroll to wire 10/10/96		22,560.00	(19,564.11)

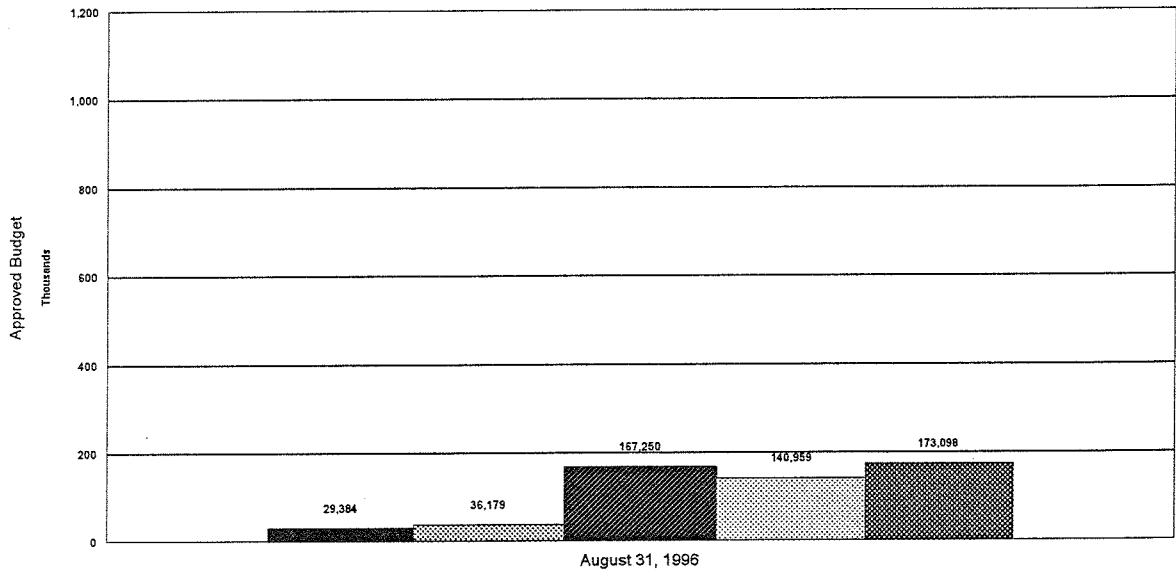


**Fund Balance Report**  
**Post-Petition Balances (B/S Account 8010 - Cash)**  
 September 17, 1996

	Fiscal Year 1996-1997						TOTAL	TOTAL
	Fund 702	Fund 703	Fund 706	Fund 707	Fund 708			
	<u>Maj Equip/Struc</u>	<u>Auto Replac</u>	<u>Bond Redempt</u>	<u>General Fund</u>	<u>Sick Lv Payoff</u>	<u>ALL FUNDS</u>	<u>EXCL GEN FUND</u>	
Jun 30, 1996	68,375.94	2,688.54	141,790.39	187,125.88	6,492.33	406,473.08	219,347.20	
Jul 31, 1996	68,375.94	2,688.54	141,790.39	164,329.08	6,492.33	383,676.28	219,347.20	
Aug 31, 1996	68,375.94	2,688.54	141,790.39	65,971.46	6,492.33	285,318.66	219,347.20	
Sep 30, 1996						0.00	0.00	
Oct 31, 1996						0.00	0.00	
Nov 30, 1996						0.00	0.00	
Dec 31, 1996						0.00	0.00	
Jan 31, 1997						0.00	0.00	
Feb 28, 1997						0.00	0.00	
Mar 31, 1997						0.00	0.00	
Apr 30, 1997						0.00	0.00	
May 31, 1997						0.00	0.00	
Jun 30, 1997						0.00	0.00	
Petty Cash	0.00	0.00	0.00	10,000.00	0.00	10,000.00	0.00	
General Reserve	0.00	0.00	0.00	0.00	0.00	0.00	0.00	

	Fiscal Year 1995-1996						TOTAL	TOTAL
	Fund 702	Fund 703	Fund 706	Fund 707	Fund 708			
	<u>Maj Equip/Struc</u>	<u>Auto Replac</u>	<u>Bond Redempt</u>	<u>General Fund</u>	<u>Sick Lv Payoff</u>	<u>ALL FUNDS</u>	<u>EXCL GEN FUND</u>	
Jun 30, 1995	83,525.47	45,995.52	209,245.10	213,545.09	5,896.34	558,207.52	344,662.43	
Jul 31, 1995	84,913.56	46,729.55	212,769.43	190,088.38	5,995.65	540,496.57	350,408.19	
Aug 31, 1995	85,073.56	46,729.55	212,769.43	112,803.90	5,995.65	463,372.09	350,568.19	
Sep 30, 1995	85,660.44	47,056.73	178,359.14	106,857.91	6,037.63	423,971.85	317,113.94	
Oct 31, 1995	85,660.44	47,056.73	178,359.14	28,592.01	6,037.63	345,705.95	317,113.94	
Nov 30, 1995	85,660.44	47,056.73	108,359.14	123,788.21	6,037.63	370,902.15	247,113.94	
Dec 31, 1995	85,939.44	47,056.73	108,359.14	347,961.04	6,037.63	595,353.98	247,392.94	
Jan 31, 1996	64,939.44	33,941.35	178,359.14	137,077.54	6,037.63	420,355.10	283,277.56	
Feb 28, 1996	66,465.39	34,604.46	181,247.95	112,302.65	6,122.71	400,743.16	288,440.51	
Mar 31, 1996	68,038.61	7,811.68	133,546.55	120,672.42	6,214.33	336,283.59	215,611.17	
Apr 30, 1996	68,731.38	8,224.08	134,869.55	285,663.80	6,269.79	503,758.60	218,094.80	
May 31, 1996	70,271.99	1,930.25	137,279.30	279,999.23	6,337.69	495,818.46	215,819.23	
Jun 30, 1996	68,375.94	2,688.54	141,790.39	187,125.88	6,492.33	406,473.08	219,347.20	
Petty Cash	0.00	0.00	0.00	10,000.00	0.00	10,000.00	0.00	
General Reserve	0.00	0.00	0.00	0.00	0.00	0.00	0.00	

**PLACENTIA LIBRARY DISTRICT**  
Fiscal Year 1996-1997 General Fund Cash Flow



Actual YTD Revenue    
  Anticipated YTD Revenue    
  Pro-Rata YTD Budget  
 Anticipated YTD Expenses    
  Actual YTD Expenses

PLACENTIA LIBRARY DISTRICT  
REVENUE REPORT FOR FUND 707  
(Prepared from the Orange County Auditor's Report)  
September 17, 1996

OBJECT CODE	DESCRIPTION	FY1996-97 BUDGETED	FY1996-97 YTD	FY1995-96 YTD	FY1996-97 AUG 1996	FY1995-96 AUG 1995
6210-00	Prop. Taxes - current secured	706,000.00	0.00	0.00	0.00	0.00
6210-01	Public Utility	25,000.00	0.00	0.00	0.00	0.00
6210-04	Tester Plan - current delinquent	0.00	0.00	0.00	0.00	0.00
	TOTAL PROP. TAXES - CURRENT SECURED	731,000.00	0.00	0.00	0.00	0.00
6220	PROP. TAXES - CURRENT UNSECURED	50,000.00	0.00	0.00	0.00	0.00
6230-00	Prop. Taxes - Prior Secured	53,000.00	14,180.32	19,026.24	0.00	0.00
6230-01	Prior year's secured final apportionment	0.00	4,341.84	3,448.47	0.00	3,448.47
6230-02	Secured prior years	0.00	0.00	0.00	0.00	0.00
6230-03	Tax deed land sales	0.00	0.00	0.00	0.00	0.00
6230-04	Tester Plan buyout - FY1993-1994 only	0.00	0.00	0.00	0.00	0.00
6230-10	Release of impounds	0.00	5,987.89	0.00	47.57	0.00
6230-11	(1994 ERAF Refund)	0.00	0.00	0.00	0.00	0.00
	TOTAL PROP. TAXES - PRIOR SECURED	53,000.00	24,510.05	22,474.71	47.57	3,448.47
6240	TOTAL PROP. TAXES PRIOR UNSECURED	500.00	0.00	0.00	0.00	0.00
6250	TAXES - SPECIAL DISTRICT AUGMENTATION	0.00	0.00	0.00	0.00	0.00
6260	PENALTIES & COSTS ON DELINQUENT TAXES	0.00	0.00	0.00	0.00	0.00
6280-00	Property taxes current supplemental	10,000.00	53.47	2,578.41	49.98	2,578.24
6280-01	Final supplemental for prior years	0.00	483.45	396.78	0.00	0.00
	TOTAL PROP. TAXES SUPPLEMENTAL - CURRENT	10,000.00	536.92	2,975.19	49.98	2,578.24
6300	PROP. TAXES SUPPLEMENTAL - PRIOR	2,000.00	1,065.86	430.23	0.00	0.00
6540	PENALTIES & COSTS ON DELINQUENT TAXES	0.00	448.40	398.88	0.00	0.00
	TOTAL TAXES	846,500.00	26,561.23	26,279.01	97.55	6,026.71
6610-00	Interest	15,000.00	23.97	1,492.89	0.53	0.00
6610-01	Interest - old bond fund	0.00	0.00	0.00	0.00	0.00
6610-23	Interest on impounded taxes released	0.00	1,443.63	0.00	0.00	0.00
	TOTAL INTEREST	15,000.00	1,467.60	1,492.89	0.53	0.00
6690	STATE - HOMEOWNER PROP. TAX RELIEF	15,500.00	19.39	0.00	19.39	0.00
6970-00	State - ILL & Direct Loan Reimbursement	20,000.00	0.00	3,889.60	0.00	3,889.60
6970-01	State - CA Foundation Funds	35,000.00	0.00	0.00	0.00	0.00
6970-02	State - CA Literacy Campaign	12,000.00	0.00	0.00	0.00	0.00
6970-03	State - Family Literacy	0.00	0.00	0.00	0.00	0.00
6970-04	State - Dept of Education 321 Grant	3,500.00	0.00	0.00	0.00	0.00
6970-05	State - LSCA II Grant	0.00	0.00	0.00	0.00	0.00
697-007	State - Timber Yield Apport	0.00	0.00	0.00	0.00	0.00
	TOTAL STATE - OTHER GOVERNMENTAL	70,500.00	0.00	3,889.60	0.00	3,889.60
7130-00	BANKRUPTCY RECOVERY DISTRIBUTIONS	20,000.00	0.00	0.00	0.00	0.00
7670-00	LOCAL REVENUE	36,000.00	1,328.87	4,799.43	0.00	4,799.43
7680	6-MONTH EXPIRED (OUTLAWED) CHECKS	0.00	6.96	0.00	6.96	0.00
7810	TRANSFER FROM OTHER LIBRARY FUNDS	0.00	0.00	0.00	0.00	0.00
	FUND 707 TOTAL	1,003,500.00	29,384.05	36,460.93	124.43	14,715.74

PLACENTIA LIBRARY DISTRICT  
EXPENDITURE REPORT FOR FUND 5071  
(Prepared from the Orange County Auditor's Report)  
September 17, 1996

OBJECT CODE	DESCRIPTION	FY1996-97 BUDGETED	FY1996-97 YTD	FY1995-96 YTD	FY1996-97 AUG 1996	FY1995-96 AUG 1995
0100	Salaries & Wages	544,905.00	125,828.00	98,695.43	83,828.00	60,251.81
0200	Retirement	76,084.00	9,612.00	7,551.41	6,412.00	4,610.47
	Health Insurance/Care America	23,825.00	3,459.70	881.88	1,863.01	1,440.80
	Long Term Disability	2,149.00	399.55	421.57	399.55	213.90
	Vision Service Plan	1,067.00	199.00	217.68	99.50	87.90
	Dental	4,475.00	727.28	762.16	353.90	381.08
0300	Total Employee Insurance	31,516.00	4,785.53	2,283.29	2,715.96	2,123.68
0310	Unemployment Insurance	500.00	0.00	0.00	0.00	0.00
0350	Workers Compensation - General	6,500.00	0.00	0.00	0.00	0.00
	TOTAL SALARIES & EMPLOYEE BENEFITS	659,505.00	140,225.53	108,530.13	92,955.96	66,985.96
0700-00	Communications - Telephone	2,500.00	269.41	111.01	141.87	111.01
0700-01	Communications - Modem/Fax	3,600.00	587.68	254.48	423.28	213.96
0700-02	Communications - Internet/Database	500.00	0.00	39.60	0.00	39.60
0700-05	Communications - Cataloging & Acquisitions Vendor	5,160.00	423.82	423.82	423.82	423.82
0700-07	Communications - 321 Grant	150.00	22.23	13.99	0.00	0.00
0700-08	Communications - Adult Literacy	250.00	53.44	26.97	53.44	26.97
	Total Communications	12,160.00	1,356.58	871.87	1,042.41	815.36
0900-00	Food - General Fund	100.00	0.00	35.00	0.00	0.00
0900-07	Food - 321 Grant	50.00	0.00	0.00	0.00	0.00
0900-08	Food - Adult Literacy	50.00	0.00	0.00	0.00	0.00
0900-009	Food - Family Literacy	0.00	0.00	0.00	0.00	0.00
	Total Food	200.00	0.00	35.00	0.00	0.00
1000-00	Household Expense	3,500.00	0.00	904.05	0.00	904.05
1100-00	Insurance	12,225.00	5,583.00	0.00	5,583.00	0.00
1300-00	Maintenance of Equipment - General Fund	25,100.00	3,478.00	80.00	878.00	80.00
1300-07	Maintenance of Equipment - 321 Grant	0.00	0.00	0.00	0.00	0.00
1300-08	Maintenance of Equipment - Adult Literacy	1,000.00	0.00	0.00	0.00	0.00
1300-09	Maintenance of Equipment - Family Literacy	0.00	0.00	0.00	0.00	0.00
	Total Maintenance of Equipment	26,100.00	3,478.00	80.00	878.00	80.00

PLACENTIA LIBRARY DISTRICT  
EXPENDITURE REPORT FOR FUND 5071  
(Prepared from the Orange County Auditor's Report)  
September 17, 1996

OBJECT CODE	DESCRIPTION	FY1996-97 BUDGETED	FY1996-97 YTD	FY1995-96 YTD	FY1996-97 AUG 1996	FY1995-96 AUG 1995
	HVAC	6,500.00	977.02	2,169.74	977.02	2,169.74
	Carpet Cleaning	1,500.00	550.00	0.00	550.00	0.00
	Groundskeeping, City of Placentia	21,000.00	3,367.24	2,273.40	3,367.24	2,273.40
	Plumbing	500.00	158.45	0.00	0.00	0.00
	Electrical	3,740.00	0.00	540.00	0.00	0.00
	Cleaning Service	11,700.00	1,900.00	1,900.00	950.00	950.00
	Locksmith	200.00	0.00	0.00	0.00	0.00
	Other	500.00	448.00	4,831.00	448.00	4,831.00
1400-00	Total Maintenance of Building & Grounds	45,640.00	7,400.71	11,714.14	6,292.26	10,224.14
	Memberships - General Fund	2,400.00	50.00	0.00	50.00	0.00
1600-00	Memberships - 321 Grant	0.00	75.00	135.00	75.00	135.00
1600-08	Memberships - Adult Literacy	150.00	95.00	0.00	95.00	0.00
1600-09	Memberships - Family Literacy	0.00	0.00	0.00	0.00	0.00
	Total Memberships	2,550.00	220.00	135.00	220.00	135.00
	Miscellaneous Expense - General Fund	0.00	0.00	(702.50)	0.00	0.00
1700-00	Miscellaneous Expense - 321 Grant	0.00	0.00	0.00	0.00	0.00
1700-08	Miscellaneous Expense - Adult Literacy	0.00	0.00	0.00	0.00	0.00
1700-09	Miscellaneous Expense - Family Literacy	0.00	0.00	0.00	0.00	0.00
	Total Miscellaneous Expense	0.00	0.00	(702.50)	0.00	0.00
	Library Supplies	7,500.00	0.00	1,141.12	0.00	1,141.12
	Printing	7,849.00	2,408.20	13.36	2,321.50	0.00
	EZ Copy - copy cards for sale to patrons	0.00	0.00	0.00	0.00	0.00
	Publications	1,000.00	0.00	16.13	0.00	16.13
	Paper	600.00	110.88	0.00	110.88	0.00
	Drinking Water Service	300.00	49.90	49.90	24.95	49.90
	Other Office Supplies	5,000.00	804.18	717.92	804.18	549.39
1800-00	Total Office Supply Expense - General Fund	22,249.00	3,373.16	1,938.43	3,261.51	1,756.54
1800-07	Literacy Dept Educ 321 Grant Supply Expense	0.00	0.00	0.00	0.00	0.00
	Printing	3,000.00	584.22	86.15	584.22	86.15
	Publications	2,750.00	0.00	0.00	0.00	0.00
	Paper	50.00	0.00	0.00	0.00	0.00
	Other Office Supplies	1,500.00	0.00	0.00	0.00	0.00
1800-08	Total Adult Literacy Office Supply Expense	7,300.00	584.22	86.15	584.22	86.15
1800-09	Family Literacy Supply Expense	0.00	0.00	216.05	0.00	216.05
	Total Office Expense	29,549.00	3,957.38	2,240.63	3,845.73	2,058.74

PLACENTIA LIBRARY DISTRICT  
EXPENDITURE REPORT FOR FUND 3071  
(Prepared from the Orange County Auditor's Report)  
September 17, 1996

OBJECT CODE	DESCRIPTION	FY 1996-97 BUDGETED	FY 1996-97 YTD	FY 1995-96 YTD	FY 1996-97 AUG 1996	FY 1995-96 AUG 1995
1803-00	Postage Expense - General Fund	1,500.00	82.00	133.00	82.00	133.00
1803-04	Postage Expense - LSCA II Grant	0.00	0.00	0.00	0.00	0.00
1803-08	Postage Expense - Adult Literacy	400.00	64.00	0.00	64.00	0.00
1803-09	Postage Expense - Family Literacy	0.00	0.00	0.00	0.00	0.00
	Total Postage Expense	1,900.00	146.00	133.00	146.00	133.00
	Care Resources (Employee Assistance)	650.00	70.00	35.00	70.00	35.00
	Pension Contribution & Operating Expenses	5,800.00	835.80	675.52	835.80	675.52
	Anaheim Library Automated System	39,000.00	0.00	26.23	0.00	26.23
	Clipping Service	400.00	65.42	65.42	65.42	32.71
	Tax Collection Services & Fees by Orange County	450.00	60.45	59.18	0.00	8.62
	Advertising	200.00	0.00	0.00	0.00	0.00
	Medical Exams	500.00	52.50	47.50	52.50	0.00
	Collection Services - Accounts Receivable	3,700.00	0.00	0.00	0.00	0.00
	Audit	3,750.00	350.00	2,950.00	350.00	2,950.00
	Payroll Preparation	2,500.00	381.00	401.10	175.50	198.80
	Election Expenses	13,000.00	0.00	0.00	0.00	0.00
	Staff Training in Library	0.00	0.00	0.00	0.00	0.00
	Other (including OCIP Settlement Allocations)	0.00	107.31	8.00	46.00	0.00
1900-00	Total Specialized Services - General Fund	69,950.00	1,922.48	4,267.95	1,595.22	3,926.88
1900-01	Specialized Services - LSCA II Grant	0.00	0.00	1,489.14	0.00	0.00
1900-07	Specialized Services - 321 Grant	0.00	0.00	0.00	0.00	0.00
1900-08	Specialized Services - Adult Literacy	2,750.00	0.00	0.00	0.00	0.00
1900-09	Specialized Services - Family Literacy	0.00	0.00	0.00	0.00	0.00
1900-18	Tax Collection Services & Fees by Orange County	2,200.00	14.97	0.00	0.12	0.00
	Total Specialized Services	74,900.00	1,937.45	5,757.09	1,595.34	3,926.88
2000-00	Legal Notices - General Fund	500.00	842.78	112.50	842.78	112.50
2000-01	Legal Notices - LSCA II Grant	0.00	0.00	0.00	0.00	0.00
	Total Legal Notices	500.00	842.78	112.50	842.78	112.50
2100-00	Rents/Leases-Equipment	0.00	0.00	0.00	0.00	0.00
2200-00	Semi-Annual Bond Payment	7,900.00	0.00	0.00	0.00	0.00
2300-00	Small Tools/Instruments	0.00	0.00	0.00	0.00	0.00

PLACENTIA LIBRARY DISTRICT  
EXPENDITURE REPORT FOR FUND 5071  
(Prepared from the Orange County Auditor's Report)  
September 17, 1996

OBJECT CODE	DESCRIPTION	FY1996-97 BUDGETED	FY1996-97 YTD	FY1995-96 YTD	FY1996-97 AUG 1996	FY1995-96 AUG 1995
2400-00	Special Department Expense - Miscellaneous	0.00	0.00	0.00	0.00	0.00
2400-01	Special Department Expense - Books	18,446.00	563.37	3,415.84	563.37	3,415.84
2400-02	Special Department Expense - Video	1,000.00	0.00	183.00	0.00	183.00
2400-03	Special Department Expense - Electronic	10,000.00	0.00	3,944.54	0.00	3,944.54
2400-04	Special Department Expense - Periodicals	26,000.00	349.00	0.00	349.00	0.00
2400-05	Special Department Expense - Audio	2,400.00	0.00	0.00	0.00	0.00
2400-07	Special Department Expense - 321 Grant	0.00	0.00	0.00	0.00	0.00
2400-08	Special Department Expense - Adult Literacy	500.00	0.00	0.00	0.00	0.00
2400-09	Special Department Expense - Family Literacy	0.00	0.00	0.00	0.00	0.00
	Total Special Department Expense	58,446.00	912.37	7,543.38	912.37	7,543.38
2600-00	Transportation/Travel - General	0.00	0.00	0.00	0.00	0.00
2700-00	Transportation/Travel - Meetings, Staff Out of Town	0.00	293.00	423.82	293.00	0.00
2700-01	Transportation/Travel - Meetings, Staff Local	1,500.00	0.00	20.00	0.00	20.00
2700-02	Transportation/Travel - Meetings, Board Out of Town	750.00	0.00	0.00	0.00	0.00
2700-03	Transportation/Travel - Meetings, Board Local	500.00	0.00	0.00	0.00	0.00
2700-04	Transportation/Travel - Meetings, LSCA II Grant	0.00	0.00	0.00	0.00	0.00
2700-07	Transportation/Travel - Meetings, 321 Grant	2,750.00	41.00	0.00	41.00	0.00
2700-08	Transportation/Travel - Meetings - Adult Literacy	500.00	0.00	0.00	0.00	0.00
2700-09	Transportation/Travel - Meetings - Family Literacy	0.00	0.00	0.00	0.00	0.00
	Total Transportation/Travel - Meetings	6,000.00	334.00	443.82	334.00	20.00
	Electricity	51,000.00	5,772.00	4,618.99	5,772.00	4,618.99
	Gas	3,300.00	55.80	434.72	19.65	217.36
	Water	1,925.00	662.44	288.07	388.13	162.63
	Total Utilities	56,225.00	6,490.24	5,341.78	6,179.78	4,998.98
2800-00	TOTAL SUPPLIES & SERVICES	337,795.00	32,658.51	34,609.76	27,871.67	30,952.03
3700-00	Taxes, Assessments (Sales Tax)	1,200.00	0.00	0.00	0.00	0.00
4000-00	Equipment - General Fund	5,000.00	214.42	0.00	214.42	0.00
4000-07	Equipment - 321 Grant	0.00	0.00	0.00	0.00	0.00
4000-08	Equipment - Adult Literacy	0.00	0.00	0.00	0.00	0.00
4000-09	Equipment - Family Literacy	0.00	0.00	0.00	0.00	0.00
4000-11	Equipment - County Assigned Fund	0.00	0.00	0.00	0.00	0.00
	Total Equipment	5,000.00	214.42	0.00	214.42	0.00
4200-00	Structures/Improvements	0.00	0.00	0.00	0.00	0.00
	TOTAL EQUIPMENT EXPENSE	5,000.00	214.42	0.00	214.42	0.00
4807	OPERATING TRANSFER TO ANOTHER DISTRICT FUND	0.00	0.00	0.00	0.00	0.00
5600	INVESTMENT POOL LOSS	0.00	0.00	0.00	0.00	0.00
	TOTAL EXPENSES	1,003,500.00	173,098.46	143,139.89	121,042.05	97,937.99





TO: Elizabeth D. Minter, Library Director  
FROM: Charlene Dumitru, Administrative Assistant *CD*  
DATE: September 17, 1996  
SUBJECT: Payroll Transfers and Posting by Orange County Auditor

At each Board Meeting claims are submitted for the payroll periods for the following month. The claims specify that the payroll funds are to be transferred to Bank of America on the Thursday prior to each payday.

Recently we have noticed that the financial reports from the Orange County Auditor's Office have indicated additional payrolls posted in some months, even though the bank statement does not show the money as transferred.

In July, I spoke with Peggy White, our claims processor, about this inconsistency. Peggy told me that she had been posting the payments as soon as she received them, although the money was not actually transferred until the date specified. As a result of this, sometimes payrolls could be posted during the last 10 days or so of one month, when they were not actually paid until the following month.

I pointed out to Peggy that this distorted our cash flow and she agreed to change the procedure and post the payroll payments when they were due, rather than when she received the claims.

Since that conversation Peggy has been away from work on extended sick leave. We are again seeing payroll postings in the previous month to when they are to be paid. I suspect that the people who are filling in for Peggy on a temporary basis are using the old method and posting the amounts as soon as the claims are received. This causes the financials to show anywhere from \$22,500 to \$45,000 excess expense in the payroll fund.

I will call again and speak to the Claims Supervisor to see if we can arrange to have these payroll transfers posted as they occur, rather than in advance.



Placentia Library District  
Balance Sheet

August 31, 1996

Assets		
General Fund - Checking	6,341.52	
Literacy Fund-Checking	3,635.47	
County Exempt-Checking	5,281.85	
Payroll Account	40,242.33	
Savings (P/R Support)	5,512.13	
Savings (P/R Fees)	2,206.68	
Certificates of Deposit	25,000.00	
General Fund - Savings	5,517.53	
Literacy Fund - Savings	4,403.87	
County Exempt - Savings	5,850.94	
Total Assets		103,992.32
		=====
Liabilities		
Manual Payroll Checks	(79.21)	
Payroll Taxes Payable	4,190.15	
Deferred Comp Payable	842.45	
Insurance Payable	(406.79)	
Credit Union Payable	(364.22)	
Union Dues Payable	81.12	
Other Employee Deductions	656.41	
Total Liabilities		4,919.91
Capital		
Fund Balance	99,072.41	
Total Capital		99,072.41
		-----
Total Liabilities and Capital		103,992.32
		=====

08/31/96

Placentia Library District      Part 1 of 1 Parts  
 Income Statement For Department 01  
 Period Spread Sheet  
 1 Period(s) Ending August 31, 1996

	Total	08/31/96
<b>Income</b>		
Cash Register-Audio Visual	0.00	0.00
Cash Register-Mis.	5.50	5.50
Cash Register-Fines	1,534.54	1,534.54
Cash Register-Damaged Items-Not in	0.00	0.00
Cash Register-Lost Items	88.60	88.60
Cash Register-Copy Cards	0.00	0.00
Cash Register-Fax/Laminator	0.00	0.00
Cash Register-Childrens	0.00	0.00
Cash Register-Publications	0.00	0.00
Cash Register-Reserves	131.50	131.50
Cash Register-Computer Rental	20.00	20.00
Typewriter Income	15.18	15.18
Telephone Income	34.57	34.57
Copy Machine Income	0.00	0.00
State Library Reimbursements	0.00	0.00
State Library Grants	0.00	0.00
State of California Foundation Fund	0.00	0.00
Other Grants	0.00	0.00
County Reimbursements	0.00	0.00
Interest Income - checking	0.00	0.00
Interest Income - savings	8.96	8.96
Miscellaneous Income	0.00	0.00
	1,838.85	1,838.85
<b>Total Income</b>		
	1,838.85	1,838.85
<b>Cost of Sales</b>		
	1,838.85	1,838.85
<b>Gross Profit (Loss)</b>		
	1,838.85	1,838.85
<b>Expenses</b>		
Transfers to County	0.00	0.00
Employee Insurance (030)	0.00	0.00
Food (0900)	0.00	0.00
Household Expenses (100)	0.00	0.00
Insurance (1100)	0.00	0.00
Maintenance-Equip (130)	0.00	0.00
Maintenance-Bldg (140)	0.00	0.00
Communications (070)	0.00	0.00
Memberships (160)	0.00	0.00
Office Expense (180)	49.01	49.01
Postage (183)	(31.49)	(31.49)
Prof. & Spec. Services (190)	0.00	0.00
Special Departmental Expense (240)	0.00	0.00
Transportation & Travel (270)	250.00	250.00
Utilities (280)	0.00	0.00
Equipment (400)	0.00	0.00

08/31/96  
Placentia Library District  
Income Statement For Department 01  
Period Spread Sheet  
1 Period(s) Ending August 31, 1996

	Total	08/31/96
Taxes and Fees (370)	0.00	0.00
Funds in Transit	0.00	0.00
	-----	-----
Total Expenses	267.52	267.52
	-----	-----
Operating Income (Loss)	1,571.33	1,571.33
Other Income		
Other Expenses		
	-----	-----
Net Income (Loss)	1,571.33	1,571.33
	=====	=====

08/31/96

Placentia Library District  
Income Statement For Department 01  
YTD Actual Spread Sheet  
1 Period(s) Ending August 31, 1996

Page 1  
Part 1 of 1 Parts

	08/31/96
Income	
Cash Register-Audio Visual	0.00
Cash Register-Mis.	5.60
Cash Register-Fines	3,396.97
Cash Register-Damaged Items-Not in Us	0.00
Cash Register-Lost Items	213.02
Cash Register-Copy Cards	0.00
Cash Register-Fax/Laminator	0.00
Cash Register-Childrens	150.00
Cash Register-Publications	0.00
Cash Register-Reserves	266.30
Cash Register-Computer Rental	25.50
Typewriter Income	15.18
Telephone Income	34.57
Copy Machine Income	0.00
State Library Reimbursements	0.00
State Library Grants	0.00
State of California Foundation Funds	0.00
Other Grants	0.00
County Reimbursements	3,496.47
Interest Income - checking	0.00
Interest Income - savings	16.05
Miscellaneous Income	0.00
	-----
Total Income	7,619.66
Cost of Sales	
	-----
Gross Profit (Loss)	7,619.66
Expenses	
Transfers to County	1,328.87
Employee Insurance (030)	0.00
Food (0900)	0.00
Household Expenses (100)	0.00
Insurance (1100)	0.00
Maintenance-Equip (130)	0.00
Maintenance-Bldg (140)	0.00
Communications (070)	0.00
Memberships (160)	75.00
Office Expense (180)	117.00
Postage (183)	86.51
Prof. & Spec. Services (190)	0.00
Special Departmental Expense (240)	0.00
Transportation & Travel (270)	584.00
Utilities (280)	0.00
Equipment (400)	0.00

08/31/96

Placentia Library District  
Income Statement For Department 01  
YTD Actual Spread Sheet  
1 Period(s) Ending August 31, 1996

Page 2  
Part 1 of 1 Parts

	08/31/96
Taxes and Fees (370)	3.50
Funds in Transit	0.00
	-----
Total Expenses	2,194.88
	-----
Operating Income (Loss)	5,424.78
Other Income	
Other Expenses	
	-----
Net Income (Loss)	5,424.78
	=====

08/31/96

Placentia Library District  
Cash Disbursements  
Checkbook 1 Fiscal Year 97 Period 2  
General Account

Page

Check	Date	Payee		Amount
4286	08/08/96	Kinkos 0-5208-02 Printing	8.61	8.61
4287	08/08/96	Pace Art Emporium 0-5114-01 Office Expense (180)	21.60	21.60
4288	08/08/96	C & M School Supply 0-5114-01 Office Expense (180)	27.41	27.41
4289	08/27/96	U.C. Regents - Stark 0-5122-01 Transportation & Travel (270)	250.00	250.00
Checkbook 1 Total				307.62



08/31/96

Placentia Library District  
Cash Disbursements  
S U M M A R Y

Page 2

For Fiscal Year 97, Period 2 through Fiscal Year 97, Period 2

Account Name	Total
0-5114-01 Office Expense (180)	49.01
0-5122-01 Transportation & Travel (270)	250.00
0-5208-02 Printing	8.61
	-----
	307.62
	=====

08/31/96

Placentia Library District  
Income Statement For Department 02  
Period Spread Sheet  
1 Period(s) Ending August 31, 1996

Page 1  
Part 1 of 1 Parts

	Total	08/31/96
Income		
Gifts Income	0.00	0.00
Tutor Training Income	30.00	30.00
Workshops Income	0.00	0.00
Book/Materials Income	0.00	0.00
Interest Income - checking	3.08	3.08
Interest Income - savings	8.47	8.47
Miscellaneous Income	0.00	0.00
Citizenship Tests (CASAS)	105.00	105.00
Citizenship Tests (CASAS)	0.00	0.00
Donations to Literacy	0.00	0.00
	-----	-----
Total Income	146.55	146.55
Cost of Sales		
	-----	-----
Gross Profit (Loss)	146.55	146.55
Expenses		
Refunds (not in use)	0.00	0.00
Travel Expense	0.00	0.00
Equipment Expense	0.00	0.00
Refreshments	0.00	0.00
Printing	8.61	8.61
LVA Expenses	0.00	0.00
Miscellaneous	0.00	0.00
Tutor Training Materials	0.00	0.00
Bank Fees	0.00	0.00
	-----	-----
Total Expenses	8.61	8.61
	-----	-----
Operating Income (Loss)	137.94	137.94
Other Income		
Other Expenses		
	-----	-----
Net Income (Loss)	137.94	137.94
	=====	=====

08/31/96

Page 1

Placentia Library District      Part 1 of 1 Parts  
Income Statement For Department 02  
YTD Actual Spread Sheet  
1 Period(s) Ending August 31, 1996

	08/31/96
Income	
Gifts Income	0.00
Tutor Training Income	30.00
Workshops Income	0.00
Book/Materials Income	0.00
Interest Income - checking	6.17
Interest Income - savings	16.73
Miscellaneous Income	0.00
Citizenship Tests (CASAS)	159.00
Citizenship Tests (CASAS)	0.00
Donations to Literacy	0.00
	-----
Total Income	211.90
Cost of Sales	
	-----
Gross Profit (Loss)	211.90
Expenses	
Refunds (not in use)	0.00
Travel Expense	0.00
Equipment Expense	0.00
Refreshments	0.00
Printing	8.61
LVA Expenses	0.00
Miscellaneous	0.00
Tutor Training Materials	0.00
Bank Fees	0.00
	-----
Total Expenses	8.61
	-----
Operating Income (Loss)	203.29
Other Income	
Other Expenses	
	-----
Net Income (Loss)	203.29
	=====

08/31/96

Placentia Library District  
Cash Disbursements  
S U M M A R Y

Page

For Fiscal Year 97, Period 2 through Fiscal Year 97, Period 2

Account Name

Total

-----  
\* \* N O A C T I V I T Y \* \*

08/31/96

Page 1  
Part 1 of 1 Parts

Placentia Library District  
Income Statement For Department 03  
Period Spread Sheet  
1 Period(s) Ending August 31, 1996

	Total	08/31/96
<b>Income</b>		
Cash Register-Copy Cards-Exempt Fun	0.00	0.00
Microfilm/Microfich Income	0.00	0.00
Meeting Room Income	680.00	680.00
Test Proctoring Income	40.00	40.00
Vending Machine Income	0.00	0.00
Debit Card Income	473.70	473.70
Friends Contributions	0.00	0.00
Friends - Summer Reading	0.00	0.00
Gifts Income	0.00	0.00
Special Gifts (Non Library)	0.00	0.00
Children's Dept Income	0.00	0.00
Lobbyist Income	0.00	0.00
Interest Income - checking	3.23	3.23
Interest Income - savings	13.85	13.85
Miscellaneous Income	0.00	0.00
Gulf Arab Grant Income	0.00	0.00
Community Grant Income	0.00	0.00
	-----	-----
Total Income	1,210.78	1,210.78
<b>Cost of Sales</b>		
	-----	-----
Gross Profit (Loss)	1,210.78	1,210.78
<b>Expenses</b>		
Copy Cards Purchase	0.00	0.00
Vend. Mach.-Repay Capital Equip.	0.00	0.00
Vending Machine Supplies	0.00	0.00
Vending Machine Repairs	0.00	0.00
Bank Fees & Services Charges	0.00	0.00
Children's Summer Reading Program	204.44	204.44
Children's Camp Library	0.00	0.00
Children's-Other	0.00	0.00
Debit Card - Repay Capital Equip.	0.00	0.00
Friend's-Director's Fund	145.08	145.08
Friend's-Other Activities	0.00	0.00
Library Board Expenses	(306.99)	(306.99)
Meeting Room Upkeep Expenses	115.00	115.00
Gulf Arab Grant	0.00	0.00
Community Grant Expense	0.00	0.00
Miscellaneous	0.00	0.00
Lobbyist Expense	0.00	0.00
Funds in Transit	0.00	0.00
Debit Card System Repairs	0.00	0.00
Debit Cards	0.00	0.00
Copier Maintenance Contract	0.00	0.00

08/31/96

Placentia Library District  
Income Statement For Department 03  
Period Spread Sheet  
1 Period(s) Ending August 31, 1996

Page 2  
Part 1 of 1 Parts

	Total	08/31/96
Copier Lease Payments	0.00	0.00
	-----	-----
Total Expenses	157.53	157.53
	-----	-----
Operating Income (Loss)	1,053.25	1,053.25
Other Income		
Other Expenses		
	-----	-----
Net Income (Loss)	1,053.25	1,053.25
	=====	=====

08/31/96

Placentia Library District Part 1 of 1 Parts  
Income Statement For Department 03  
YTD Actual Spread Sheet  
1 Period(s) Ending August 31, 1996

	08/31/96
<b>Income</b>	
Cash Register-Copy Cards-Exempt Fund	0.00
Microfilm/Microfich Income	0.00
Meeting Room Income	950.00
Test Proctoring Income	80.00
Vending Machine Income	0.00
Debit Card Income	949.40
Friends Contributions	0.00
Friends - Summer Reading	0.00
Gifts Income	0.00
Special Gifts (Non Library)	0.00
Children's Dept Income	0.00
Lobbyist Income	0.00
Interest Income - checking	6.98
Interest Income - savings	30.85
Miscellaneous Income	0.00
Gulf Arab Grant Income	0.00
Community Grant Income	0.00
	-----
Total Income	2,017.23
<b>Cost of Sales</b>	
	-----
Gross Profit (Loss)	2,017.23
<b>Expenses</b>	
Copy Cards Purchase	0.00
Vend. Mach.-Repay Capital Equip.	0.00
Vending Machine Supplies	0.00
Vending Machine Repairs	0.00
Bank Fees & Services Charges	0.00
Children's Summer Reading Program	1,415.05
Children's Camp Library	0.00
Children's-Other	0.00
Debit Card - Repay Capital Equip.	0.00
Friend's-Director's Fund	332.79
Friend's-Other Activities	0.00
Library Board Expenses	306.99
Meeting Room Upkeep Expenses	170.00
Gulf Arab Grant	0.00
Community Grant Expense	0.00
Miscellaneous	0.00
Lobbyist Expense	1,332.41
Funds in Transit	0.00
Debit Card System Repairs	0.00
Debit Cards	0.00
Copier Maintenance Contract	675.00

08/31/96

Placentia Library District  
Income Statement For Department 03  
YTD Actual Spread Sheet  
1 Period(s) Ending August 31, 1996

Page 2  
Part 1 of 1 Parts

	08/31/96
Copier Lease Payments	0.00
	-----
Total Expenses	4,232.24
	-----
Operating Income (Loss)	(2,215.01)
Other Income	
Other Expenses	
	-----
Net Income (Loss)	(2,215.01)
	=====



08/31/96

Placentia Library District  
Cash Disbursements  
Checkbook 3 Fiscal Year 97 Period 2  
County Exempt

Page 1

Check	Date	Payee		Amount
1031	08/08/96	Smart & Final		112.46
	0-5314-03	Friend's-Director's Fund	112.46	
1032	08/08/96	Smart & Final		65.39
	0-5314-03	Friend's-Director's Fund	65.39	
1033	08/08/96	Emil's Cleaning		55.00
	0-5319-03	Meeting Room Upkeep Expenses	55.00	
1034	08/08/96	Americal Library Ass		176.10
	0-5308-03	Children's Summer Reading Progra	176.10	
1035	08/08/96	Ingram Library Svcs.		28.34
	0-5308-03	Children's Summer Reading Progra	28.34	
1036	08/08/96	Jerry Lambuth		60.00
	0-5319-03	Meeting Room Upkeep Expenses	60.00	
7	08/28/96	Kinkos		10.75
	0-5314-03	Friend's-Director's Fund	10.75	
Checkbook 3 Total				508.04

08/31/96

Placentia Library District  
Cash Disbursements  
S U M M A R Y

Page

For Fiscal Year 97, Period 2 through Fiscal Year 97, Period 2

Account Name	Total
0-5308-03 Children's Summer Reading Program	204.44
0-5314-03 Friend's-Director's Fund	188.60
0-5319-03 Meeting Room Upkeep Expenses	115.00
	-----
	508.04
	=====

08/31/96

Placentia Library District  
Cash Disbursements  
Checkbook 7 Fiscal Year 97 Period 2  
County Exempt - Savings

Page 1

Check	Date	Payee	Amount
1013	08/31/96	Transfer to checking	2,000.00
		0-1030-00 County Exempt-Checking	2,000.00
		Checkbook 7 Total	2,000.00

08/31/96

Placentia Library District  
Income Statement For Department 04  
Period Spread Sheet  
1 Period(s) Ending August 31, 1996

Page 1  
Part 1 of 1 Parts

	Total	08/31/96
Income		
Transfers from County	67,680.00	67,680.00
Interest Income-CD's	296.06	296.06
Interest-Savings-Landmark	15.66	15.66
Interest-Savings-B of A	0.00	0.00
Miscellaneous Income	0.00	0.00
	-----	-----
Total Income	67,991.72	67,991.72
Cost of Sales		
	-----	-----
Gross Profit (Loss)	67,991.72	67,991.72
Expenses		
Salaries	40,894.63	40,894.63
Prepaid Salaries	0.00	0.00
Employee Benefits	0.00	0.00
Employer Payroll Taxes	3,087.68	3,087.68
Payroll Processing Fees	0.00	0.00
Bank Fees and Service Charges	0.00	0.00
Miscellaneous - Unknown	0.00	0.00
	-----	-----
Total Expenses	43,982.31	43,982.31
Operating Income (Loss)	24,009.41	24,009.41
Other Income		
Other Expenses		
	-----	-----
Net Income (Loss)	24,009.41	24,009.41
	=====	=====

'31/96

Placentia Library District  
Income Statement For Department 04  
YTD Actual Spread Sheet  
1 Period(s) Ending August 31, 1996

Page 1  
Part 1 of 1 Parts

08/31/96

Income	
Transfers from County	112,880.00
Interest Income-CD's	296.06
Interest-Savings-Landmark	15.66
Interest-Savings-B of A	0.00
Miscellaneous Income	0.00
	-----
Total Income	113,191.72
Cost of Sales	-----
Gross Profit (Loss)	113,191.72
Expenses	
Salaries	80,663.05
Prepaid Salaries	0.00
Employee Benefits	0.00
Employer Payroll Taxes	10,655.09
Payroll Processing Fees	0.00
Bank Fees and Service Charges	0.00
Miscellaneous - Unknown	0.00
	-----
Total Expenses	91,318.14
Operating Income (Loss)	21,873.58
Other Income	
Other Expenses	-----
Net Income (Loss)	21,873.58
	=====

08/31/96

Placentia Library District  
Income Statement For Department 04  
YTD Actual Spread Sheet  
1 Period(s) Ending August 31, 1996

Page 1  
Part 1 of 1 Parts

	08/31/96
Income	
Transfers from County	112,880.00
Interest Income-CD's	296.06
Interest-Savings-Landmark	15.66
Interest-Savings-B of A	0.00
Miscellaneous Income	0.00
	-----
Total Income	113,191.72
Cost of Sales	-----
Gross Profit (Loss)	113,191.72
Expenses	
Salaries	80,663.05
Prepaid Salaries	0.00
Employee Benefits	0.00
Employer Payroll Taxes	10,655.09
Payroll Processing Fees	0.00
Bank Fees and Service Charges	0.00
Miscellaneous - Unknown	0.00
	-----
Total Expenses	91,318.14
	-----
Operating Income (Loss)	21,873.58
Other Income	
Other Expenses	-----
Net Income (Loss)	21,873.58
	=====

08/31/96

Placentia Library District  
Cash Disbursements  
Checkbook 4 Fiscal Year 97 Period 2  
Payroll Account

Page 1

Check	Date	Payee	Amount
614	08/31/96	Mark Shick	164.75
		0-2010-00 Manual Payroll Checks	164.75
615	08/31/96	Cyrise Smith	79.21
		0-2010-00 Manual Payroll Checks	79.21
		Checkbook 4 Total	243.96





Salomon Brothers  
Asset Management Inc  
Seven World Trade Center  
New York, New York 10048  
212-783-7000

**Salomon Brothers**

August 5, 1996

Dear Pool Participant:

Money market securities outperformed longer-dated fixed income instruments in July. The short average maturity of money market instruments protected them from the principal losses incurred by longer securities following the release of the June employment report. The strong 239,000 gain in June nonfarm payrolls, coupled with a large rise in average hourly earnings, sparked a sell-off in the market which drove bond yields to new 1996 highs.

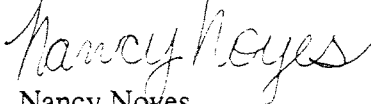
Following the June employment report, it appeared that a summer Fed tightening was all but inevitable. However, in his Humphrey-Hawkins testimony on July 18, Fed Chairman Alan Greenspan espoused his view that inflation is not yet a problem and that the U.S. economy could very well slow during the second half of 1996, indicating that tighter monetary policy was not necessarily in the cards. Emboldened, investors jumped back into the market, especially after the employment cost index and Chicago Purchasing Managers Index (PMI) data came in softer-than-expected, casting doubt on the need for the Fed to tighten in August.

With an August Fed tightening appearing less likely, the average aggregate maturity of the portfolios was extended to 32 days from 28 days at the end of June. Unfortunately, a large cash outflow scheduled for August 1 prevented us from extending the portfolios further.

Sincerely,



Steve Guterman



Nancy Noyes

**County of Orange  
Pre Bankruptcy Portfolio - 200  
Investment Pool Portfolio Summary  
July 31, 1996**

\*All investments are in Treasury and agency securities, high-grade commercial paper, and certificates of deposit.

\*Maturities range from August 1, 1996 through October 18, 1996

\*15 day average maturity

\*0.45% average portfolio monthly return

\*5.32% average investment's annualized monthly yield

\*\$50 million in portfolio investments

<b>Maturity Schedule (in million dollars)</b>		<b>Issuer Breakdown (in million dollars)</b>	
<b>Date</b>	<b>Amount</b>	<b>Issuer</b>	<b>Amount</b>
8/1/96	\$24	<b>Agency Securities</b>	
8/5/96	3	FHLMC	\$3
8/7/96	1	FNMA	2
8/13/96	3	<b>Commercial Paper</b>	
8/15/96	4	ANZ Delaware	\$1
8/19/96	2	Ford Motor Credit	2
8/21/96	3	GE Capital	1
8/23/96	1	HJ Heinz	1
8/26/96	1	Hershey Foods	2
8/27/96	1	Hewlett Packard	1
8/29/96	1	MetLife Funding	2
8/30/96	1	Southwestern Bell	2
10/8/96	1	Transamerica Finance	1
10/11/96	1	Xerox Credit Corporation	1
10/17/96	2	<b>Certificates of Deposit</b>	
10/18/96	1	Bank of Nova Scotia	\$1
		Banque Nationale De Paris	1
		Bayerische Landesbank	1
		Bayerische Vereinsbank	1
		Deutsche Bank	1
		Royal Bank of Canada	2
		Societe Generale	1
		<b>US Treasury Securities</b>	
		US Treasury Note	\$2
		<b>Treasury Collateralized O/N</b>	<b>\$21</b>

**County of Orange  
Post Bankruptcy Portfolio  
Investment Pool Portfolio Summary  
July 31, 1996**

\*All investments are in Treasury and agency securities, high-grade commercial paper, certificates of deposit, and bankers acceptances.

\*Maturities range from August 1, 1996 through March 6, 1997

\*33 day average maturity

\*0.45% average portfolio monthly return

\*5.34% average investment's annualized monthly yield

\*\$1.416 billion in portfolio investments

Maturity Schedule (in million dollars)		Issuer Breakdown (in million dollars)	
Date	Amount	Issuer	Amount
8/1/96	\$353	<b>Agency Securities</b>	
8/2/96	25	FHLMC	\$104
8/5/96	66	FNMA	142
8/7/96	22	<b>Bankers Acceptances</b>	
8/12/96	34	Bankers Trust	\$19
8/13/96	15	Chase Manhattan Bank	5
8/14/96	30	Rabo Bank	5
8/15/96	48	Republic Bank	5
8/16/96	45	<b>Commercial Paper</b>	
8/19/96	18	AI Credit	\$16
8/20/96	20	ANZ Delaware	25
8/21/96	29	Bell Atlantic Financial Svcs	22
8/22/96	44	BT Securities	16
8/23/96	45	Commercial Credit	30
8/26/96	24	Ford Motor Credit	15
8/28/96	8	GE Capital	8
8/29/96	19	Goldman Sachs Group	25
9/3/96	10	Hershey Foods	18
9/4/96	10	HJ Heinz	32
9/6/96	10	JC Penney	15
9/9/96	59	JP Morgan	28
9/10/96	6	MetLife Funding	16
9/12/96	16	Seagram J & Sons	30
9/13/96	20	Southwestern Bell	8

9/16/96	34	Transamerica Finance	32
9/24/96	20	UBS Finance	30
9/25/96	15	Wal-Mart Stores	25
10/2/96	45	Xerox Credit Corporation	14
10/7/96	45	<b>Certificates of Deposit</b>	
10/8/96	17	ABN Amro	\$38
10/11/96	24	Bank of Nova Scotia	30
10/15/96	60	Bankers Trust	10
10/16/96	17	Banque Nationale de Paris	34
10/17/96	86	Bayer Hypo Bank	30
10/18/96	14	Bayerische Landesbank	50
10/24/96	15	Bayerische Vereinsbank	14
10/29/96	10	Deutsche Bank	37
11/1/96	15	National Westminster Bank	10
11/14/96	2	Royal Bank of Canada	79
1/13/97	10	Societe Generale	57
1/15/97	10	<b>US Treasury Securities</b>	
3/6/97	1	US Treasury Bill	\$3
		US Treasury Note	39
		<b>Treasury Collateralized O/N</b>	<b>\$300</b>

---

TO: Elizabeth Minter, Library Director  
 FROM: Julie Shook, Reference Librarian *JS*  
 DATE: September 17, 1996  
 SUBJECT: Acquisitions Report

**Dollars Spent:  
8/1/96 to 8/31/96**

	<b>General Funds</b>	<b>Adopt A Book</b>
Adult Fiction	308.27	17.70
Adult Non-Fiction	255.10	
<b>Total</b>	<b>563.37</b>	<b>17.70</b>

~~7/1/96 to 8/31/96~~

	<b>General Funds</b>	<b>Adopt A Book</b>
Adult Fiction	308.27	326.80 <i>17.70</i>
Adult Non-Fiction	255.10	213.62
Juvenile Non-Fiction		53.62
<b>Total</b>	<b>563.37</b>	<b>594.04</b>

<b>Outstanding Orders</b> (as of 9/10/96)	<b>General Funds</b>	<b>Adopt A Book</b>
	\$1,241.39	803.87

**Donated Items 7/1/96 to 8/10/96**

Adult Books	96	\$1,877.14
Juvenile Books	88	987.03
Adult Videos	7	120.00
Juvenile Videos	5	84.00
Audio CDs	1	15.00
Audio Cassettes/Books		
<b>Total</b>	<b>197</b>	<b>\$3,083.17</b>

(These figures do not include paperbacks.)



TO: Elizabeth D. Minter, Library Director  
 FROM: Peggy Burkich, Circulation Supervisor *PB*  
 DATE: September 17, 1996  
 SUBJECT: ACS: Overdue Collection Report for Month of August

The report received from ACS Collection Agency on September 9, 1996 is Attachment A

A summary of the current status is as follows:

FY 1995-96	# New Accounts Submitted	Total # Active Accounts	# Paid In Full Curr. Month	Amount Received Curr. Month	# Written Off Suspended Curr. Month
July	6	40	9	422.41	14
August	5	22	8	360.02	10
September					
October					
November					
December					
January					
February					
March					
April					
May					
June					
TOTAL YTD	11	62	17	782.43	24

ADVANCED COLLECTION SYSTEMS, INC

2158 W 190th St  
Torrance, CA 90509-2829

CLIENT PROGRESS REPORT TO 03 Sep 1996

PLACENTIA PUBLIC LIBRARY  
411 E CHAPMAN  
411 E CHAPMAN AVE  
PLACENTIA, CA 92670  
ATTN: PEGGY BURKICH

Your consultant is:  
WELDON AND ASSOCIATES  
(714) 733-3558 Ext

PLA400 Representative is:  
OVERDUES DESK  
(714) 528-1906 Ext 208

	MONTH TO DATE		YEAR TO DATE		INCEPTION TO DATE	
	#	\$	#	\$	#	\$
GROSS ASSIGNMENTS	0	0.00	126	10,802.12	1366	95,042.92
LESS: Mail Return*, Dispute, Bankrpt	5	462.65	30	3,017.08	277	20,898.42
NET ASSIGNMENTS	-5	(462.65)	96	7,785.04	1089	74,144.50
COLLECTED						
Paid in Full	5	292.37	39	2,450.94	325	17,076.56
Settled in Full	0	0.00	8	838.81	91	5,612.56
Partial Payment	3	67.65	53	2,199.89	262	11,108.77
Resolved	0	0.00	3	190.10	33	1,454.05
TOTAL RECOVERED	8	360.02	103	5,679.74	711	35,251.94

Age of accounts when started	0-30	31-60	61-90	91-120	over 120
	256	57	303	213	537
	\$16,550	\$3,941	\$20,490	\$15,081	\$38,516

\* Percentage of Mail Returns - 20.2 %



STATUS CODE LEGEND

A - active (demands being sent)	ST - action stopped
PF - paid in full (MATS and/or CASH)	SU - action suspended (60 day limit)
SF - settled in full (MATS and/or CASH)	N - new account
C - cycle completed	D - disputed
PP - partial payment (MATS and/or CASH)	MR - mail returned
TH - account thanked	BK - bankruptcy


ACCOUNT INVENTORY AND STATUS

PATIENT / DEBTOR	ACS #	DATE LAST PMT / CHG	DATE ASSIGNED	BALANCE OF ACCOUNT	STAT CODE	DEMAND #
	581797	03/18/96	05/23/96	33.00	CC	5
	26018053324598		AMT: 91.95			
	581564	02/21/96	05/21/96	0.00	PF	5
	26018053314680		AMT: 52.15			
	581565	03/04/96	05/21/96	67.73	CC	5
	26018053316263		AMT: 67.73			
	581566	03/04/96	05/21/96	72.75	CC	5
	26018053316867		AMT: 72.75			
	582785	03/26/96	06/21/96	89.94	A	4
	26053071167349		AMT: 89.94			
	581572	02/29/96	05/21/96	59.15	CC	5
	26018053307817		AMT: 59.15			
	581796	03/09/96	05/23/96	24.40	CC	5
	26018052722644		AMT: 47.50			
	581798	03/21/96	05/23/96	0.00	PF	4
	26018053323962		AMT: 66.01			
	582776	03/27/96	06/21/96	323.51	A	4
	26053071072135		AMT: 323.51			
	581795	03/19/96	05/23/96	92.61	CC	5
	26018053327104		AMT: 92.61			
	581568	05/17/93	05/21/96	97.91	CC	5
	26018053100022		AMT: 97.91			
	581569	02/27/96	05/21/96	86.75	CC	5
	26018053307916		AMT: 86.75			
	583098	03/25/96	06/27/96	57.75	A	4
	260180533		AMT: 57.75			
	583102	03/28/96	06/27/96	70.00	A	4
	26019005284955		AMT: 70.00			
	581802	03/24/96	05/23/96	0.00	PF	5
	26019005446695		AMT: 69.68			
	583063	02/25/96	06/27/96	104.22	A	4
	26018053273985		AMT: 104.22			
	583105	02/25/96	06/27/96	104.22	A	4
	26018053273985		AMT: 104.22			
	584345	07/01/93	07/26/96	87.45	MR	1
	26018053146306		AMT: 87.45			
	584350	05/01/96	07/26/96	56.23	A	2
	26018053264794		AMT: 56.23			
	584354	05/06/95	07/29/96	52.90	A	2
	26019004588869		AMT: 52.90			

	583101	03/06/96	06/27/96	0.00	PF	2
	26053070904882		AMT: 48.04			
	582779	04/01/96	06/21/96	134.80	A	4
	26018053331452		AMT: 134.80			
	583100	02/26/96	06/27/96	0.00	PF	4
	26018052710391		AMT: 65.80			
	583062	04/30/96	06/27/96	54.10	A	4
	26053071076193		AMT: 54.10			
A	584349	05/01/96	07/26/96	90.64	MR	1
	26018053123461/26018		AMT: 90.64			
	583099	03/20/96	06/27/96	54.55	A	4
	26019005296066		AMT: 54.55			
	583104	01/22/96	06/27/96	60.94	A	4
	26053071084460		AMT: 60.94			
	583097	03/04/96	06/27/96	65.60	A	4
	26018053245512		AMT: 65.60			
	583103	03/19/96	06/27/96	69.80	A	4
	26018053068153		AMT: 69.80			
	582782	03/18/96	06/21/96	66.23	A	4
	26018053316719		AMT: 66.23			
	581571	03/13/96	05/21/96	129.90	CC	5
	26018053327716		AMT: 129.90			
	581801	03/24/96	05/23/96	75.85	CC	5
	2601805330579		AMT: 75.85			
	582783	01/02/96	06/21/96	98.85	A	4
	26018052584846		AMT: 98.85			
E	584353	06/05/96	07/29/96	84.90	MR	1
	26018053335743		AMT: 84.90			
	582781	03/16/96	06/21/96	122.28	A	4
	26018053329290		AMT: 122.28			
	584355	05/01/96	07/29/96	104.76	MR	1
	26053070999569		AMT: 104.76			
	584356	06/13/96	07/29/96	94.90	MR	1
	26018053332948		AMT: 94.90			

TOTAL STILL ON SYSTEM :

2,788.62

TO: Library Board of Trustees  
 FROM: Elizabeth D. Minter, Library Director   
 DATE: September 17, 1996  
 SUBJECT: **DEBIT CARD SYSTEM REIMBURSEMENT REPORT FOR AUGUST, 1996**

SUMMARY OF PRINTER/COPPIER ACCOUNTS AUGUST 1-31, 1996

Beginning Balance 08/01/96			\$ 219.24
	<u>Income</u>	<u>Expend.</u>	
Total Deposits	\$ 473.70		
Total Materials & Supplies		0.00	
Total Repairs		0.00	
Total Copier Lease Payments		0.00	
Total Copier Maintenance Payment		0.00	
Debit Card System Loan Payback	<u>          </u>	<u>0.00</u>	
	\$ 473.70	0.00	
Ending Balance 08/31/96			<u>\$ 692.94</u>
August Payment			\$0.00

SUMMARY OF PRINTER/COPIER LOAN ACTIVITY THROUGH FUND 702

Loan Amount as of 07/31/96	16,559.50
Loan Repayment through 06/30/96	(4,865.48)
July Purchases	0.00
July Payment	<u>0.00</u>
Balance 07/31/96	<u>\$ 11,694.02</u>

Prepared by: Charlene Dumitru



TO: Library Board of Trustees  
 FROM: Elizabeth D. Minter, Library Director *edm*  
 DATE: September 17, 1996  
 SUBJECT: Gift Fund Report

The following cash gifts to Placentia Library District were received through September 11, 1996

Donations to Adopt-a-Book program:

<u>Name</u>	<u>Amount</u>
Jo An Nelson	\$ 25.00
<b>Total Donations to Foundation Adopt-a-Book</b>	<b>\$ 25.00</b>

Donations to Placentia Library Foundation Endowment Fund:

Mr. & Mrs. David E. Bartlett in Memory of Robert A. Bartlett	\$ 75.00
<b>Total Donations to Foundation Endowment Fund</b>	<b>\$ 75.00</b>

<b>TOTAL CASH DONATIONS</b>	<b>\$ 100.00</b>
through September 11, 1996	



TO: Elizabeth D. Minter, Library Director

FROM: Charlene Dumitru, Administrative Assistant *CD*

DATE: September 17, 1996

**SUBJECT: BUILDING MAINTENANCE REPORT FOR AUGUST, 1996**

1. **Air Conditioning** - Regular monthly maintenance was performed.
2. **Lighting** - Regular inspection, cleaning and replacement of overhead lighting.





TO: Library Board of Trustees  
FROM: Elizabeth Minter, Library Director  
DATE: September 17, 1996  
SUBJECT: **PERSONNEL REPORT FOR AUGUST, 1996**

RESIGNATIONS:

None

TERMINATIONS:

None

APPOINTMENTS:


None

OPEN POSITIONS:

.25 FTE (10 hours) Clerk II, Volunteer Coordinator  
.25 FTE (10 hours) Clerk I, Circulation

Prepared by: Charlene Dumitru



TO: Elizabeth Minter, Library Director  
 FROM: Gloria Clark, Volunteer Coordinator   
 DATE: September 16, 1996  
 SUBJECT: VOLUNTEER REPORT FOR THE MONTH OF AUGUST 1996

CUMULATIVE RECORD OF VOLUNTEER WORK HOURS

REGULAR	FY96/97 August	FY96/97 YTD	Starting Dates	Cumulative Totals
Andrade, Linda	6.00	17.00	9/95	75.00
Ball, Thom	11.50	13.50	7/96	13.50
Cheek, Lola	6.00	6.00	4/96	34.75
Covington, Darlene	1.50	4.25	3/95	255.50
Cullum, Beverly	2.00	4.25	7/96	4.25
Dailey, Marjorie	4.00	13.00	10/95	93.00
Deputy, Paul	27.00	42.75	7/82	5,935.00
Farkas, Ted	0.00	2.00		4.00
Fitzgerald, Joan	21.00	45.00	10/93	816.25
Godwin, Nita	1.50	6.25	2/96	42.50
Goldbaum, Mae	0.00	13.25	7/88	386.75
Hemmerling, Barbara	5.50	22.25	10/95	73.25
Himes, Camille	0.00	3.50	4/96	5.50
Hiranuma, Michael	5.50	13.50	4/96	44.25
Horrocks, Marjorie	4.25	6.25	10/95	45.75
Irot, Pat	57.00	117.50	2/96	296.50
Klendshoj, Ole	1.50	6.00	2/96	38.00
Langmore, Elizabeth	0.00	2.00	3/96	1.50
Lough, Janet	5.50	14.00	3/96	46.00
Mignot, Shirley	8.00	18.50	9/95	99.00
Myers, Claire	4.00	12.00	10/95	159.00
Olson, Bob	4.00	12.50	9/95	54.00
Olson, Jean	4.00	10.50	9/95	44.50
Reynolds, Penny	0.00	0.00	9/95	117.75
Rome, Martha	0.00	2.00	2/96	39.25
Schlichter, Allan	8.00	16.00	10/93	300.25
Shaw, Dixie	2.25	4.00	5/94	72.00
Stark, Saundra	0.75	4.75		43.50
Stoller, Frances	0.00	5.50	9/95	66.50
Walker, Jim	1.50	1.50	2/96	11.25
Walker, Virginia	1.50	1.50	2/96	43.75
Westberg, Carl	7.00	16.75	9/93	390.00
Wymer, Betty	7.50	7.50	1/96	56.25
J.T.P.A.	109.00	117.00		117.00
S.T.E.P.	162.00	322.00		322.00
G.A.I.N.	97.50	216.00	5/96	518.00
<b>TOTAL</b>	<b>576.75</b>	<b>1,120.25</b>		<b>10,665.25</b>

J.T.P.A. / Job Training Partnership Act.  
 S.T.E.P. / Senior Training & Employment Program  
 G.A.I.N./Greater Avenues for Independence

**TEMPORARY VOLUNTEERS**

	FY96/97 August	FY96/97 YTD		FY96/97 August	FY96/97 YTD
Arnieri, Nick	0.00	2.00	Lin, Sherry	11.50	24.50
Bhavin, Petel	0.00	0.00	Mason, Jonathan	0.00	4.00
Bone, Shawnda	12.50	20.00	Mockler, Amanda	17.25	30.00
Burke, Marsha	0.00	0.00	Phan, Victor	19.50	38.25
Dear, Walley	2.00	2.00	Ramirez, Paul	2.00	2.00
Delgado, Suzanne	8.00	12.00	Rahman, Shayan	12.50	20.00
Harikumar, Sibiu	5.00	32.50	Rendon, Jorge	16.00	37.25
Harnett, Tom	12.50	20.00	Tanaka, Emi	3.00	11.75
Hiranuma, Michelle	1.00	6.50	Tanner, Lisa	0.00	4.00
Kang, Hyon	6.00	6.00	Tao, Amy	0.00	24.00
Lapeyrolerie, Jamie	2.00	2.00	Tao, Jenny	0.00	25.00
Lapeyrolerie, Lisa	2.00	2.00	Uh, Soo	16.00	33.00
Lee, Grace	16.00	16.00	Warren, Mary	3.00	17.75
Liao, Jean	0.00	4.00	Yada, Julie	10.00	15.00
Lin, David	5.75	5.75	Yang, Denny	0.00	5.25
Lin, Jack	5.75	5.75	Yick, Leo	3.25	23.50
			Yu, Liang	8.50	16.00
<b>TOTAL</b>	<b>78.50</b>	<b>136.50</b>		<b>122.50</b>	<b>331.25</b>

**LVA VOLUNTEERS**

<b>Literacy Volunteer Hours</b>	209.00
<b>TOTAL VOLUNTEER HOURS</b>	985.75

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

	Regular/Temp. Volunteers		Literacy Volunteers	
	FY96/97	FY96/97	FY96/97	FY96/97
January	362.75	361.25	523.00	469.00
February	511.50	339.25	509.00	601.50
March	437.50	410.50	509.00	476.00
April	554.25	702.25	467.00	455.00
May	406.25	473.00	546.50	445.00
June	386.75	437.25	297.00	270.00
July	433.00	808.25	423.00	457.00
August	573.00	776.75	333.50	209.00
September	354.25		377.50	
October	432.25		580.00	
November	418.00		449.50	
December	301.00			

Placentia Library District  
Circulation Report  
SEPTEMBER 17, 1996

	FY96-97 YTD	FY95-96 YTD	% CHANGE FY96 TO FY97	FY96-97 AUG 96	FY95-96 AUG 95
1st Time Checkouts	37,184	39,418	-5.67%	16,603	16,909
Phone Renewals	1,998	1,698	17.67%	971	601
in-Building Renewals	3,568	4,242	-15.89%	1,593	2,401
Total Renewals	5,566	5,940	-6.30%	2,564	3,002
TOTAL CHECKOUTS	42,750	45,358	-5.75%	19,167	19,911
On-Time Checkins	39,759	42,111	-5.59%	17,833	19,995
Late Checkins	6,175	5,485	12.58%	3,156	2,536
TOTAL CHECKINS	45,934	47,596	-3.49%	20,989	22,531
Hold Placed	861	833	3.36%	427	383
Hold Cancelled	140	144	-2.78%	58	43
Hold Filled	778	782	-0.51%	412	372
Hold Expired	5	5	0.00%	3	1
Overdue Items	1,741	1,585	9.84%	807	679
Overdue Notices	762	715	6.57%	348	306
Billing Notices	1,064	1,088	-2.21%	509	507
Patrons Registered	518	673	-23.03%	266	280
Titles Added	1,290	2,145		690	1,044
Volumes Added	2,210	3,181		1,088	1,649
CIRCULATION BY TYPE OF MATERIAL					
Adult Print	19,590	20,232	-3.17%	10,034	9,097
Juvenile Print	19,716	20,484	-3.75%	8,016	8,523
Total Print	39,306	40,716	-3.46%	18,050	17,620
Audio	1,574	1,703	-7.57%	747	786
Visual	1,800	3,478	-48.25%	366	1,562
Equipment	0	0	0.00%	0	0
Total Audio Visual	3,374	5,181	-34.88%	113	2,348
TOTAL CIRCULATION	42,680	45,897	-7.01%	19,163	19,968
Placentia Circulation	26,576	28,185	-5.71%	11,625	12,255
% Placentia Circulation	62.27%	61.41%	1.40%	60.66%	61.37%
Anaheim/Yorba Linda Circulation	7,836	8,707	-10.00%	3,748	3,777
% Anaheim/Yorba Linda Circulation	18.36%	18.97%	-3.22%	19.56%	18.92%
TYPES OF BORROWERS					
Adult	27,927	29,741	-6.10%	13,015	13,416
Young Adult	529	381	38.85%	205	152
Juvenile	11,434	12,309	-7.11%	4,789	5,235
New Borrower	2,825	3,618	-21.92%	1,152	1,246
Non Resident	0	0	0.00%	0	0
Other	0	14	-100.00%	0	7
TOTAL BORROWERS	42,750	45,358	-5.75%	19,167	19,911
ATTENDANCE	62,788	69,848	-10.11%	30,382	32,994
Adult Reference - In Building	2,333	2,652	-12.03%	1,341	1,396
Adult Reference - Telephone	451	522	-13.60%	227	293
Children's Reference - In Building	894	1,318	-32.17%	344	521
Children's Reference - Telephone	108	167	N.A.	39	48
Total Adult Reference	2,784	3,174	-12.29%	1,568	1,689
Total Children's Reference	1,002	1,485	-32.53%	383	569
Total In Building Reference	3,227	3,970	-18.72%	1,685	1,917
Total Telephone Reference	559	689	-18.87%	266	341
TOTAL REFERENCE	3,786	4,659	-18.74%	1,951	2,258



CITY OF PLACENTIA INVOICES

PERIOD COVERED FY1993-1994	DATE INVOICE	S. CA EDISON	TURF	GROUNDS	MAINT/ REPAIRS	CIV CTR FIRE INS	CIV CTR BONDS	TOTAL
Jul 1993	Sep 2, 1993	5,529.93	971.48	727.93	0.00			7,229.34
Aug 1993	Oct 11, 1993	5,715.29	971.48	734.39	0.00	1,796.25		9,217.41
Sep 1993	Dec 15, 1993	4,803.98	971.48	1,063.29	0.00			6,838.75
Oct 1993	Dec 15, 1993	3,885.50	971.48	619.84	0.00			5,476.82
Nov 1993	Dec 15, 1993	3,688.52	971.48	908.50	0.00		234.50	5,803.00
Dec 1993	Feb 10, 1994	3,664.30	971.48	982.15	335.31			5,953.24
Jan 1994	Mar 14, 1994	3,349.29	971.48		0.00			4,320.77
Feb 1994	Mar 24, 1994	3,715.12	971.48	1,658.34	391.69			6,736.63
Mar 1994	Jun 10, 1994	3,801.89	971.48	748.54	0.00			5,521.91
Apr 1994	Jun 10, 1994	3,952.49	971.48	755.39	2,264.69		1,605.50	9,549.55
May 1994	Jun 14, 1994	4,332.79	971.48	785.36	387.88			6,477.51
Jun 1994	Jul 22, 1994	5,636.36	971.48	725.34	0.00	0.00	0.00	7,333.18
TOTAL		52,075.46	11,657.76	9,709.07	3,379.57	1,796.25	1,840.00	80,458.11
AVG		4,339.62	971.48	809.09	281.63			6,704.84

PERIOD COVERED FY1994-1995	DATE INVOICE	S. CA EDISON	TURF	GROUNDS	MAINT/ REPAIRS	CIV CTR FIRE INS	CIV CTR BONDS	TOTAL
Jul 1994	Aug 19, 1994	5,482.30	609.68	1,036.62	443.32	0.00	0.00	7,571.92
Aug 1994	Sep 19, 1994	5,954.67	900.00	711.90	0.00	0.00	0.00	7,566.57
Sep 1994	Oct 20, 1994	5,588.85	900.00	688.04	107.50	0.00	0.00	7,284.39
Oct 1994	Nov 16, 1994	4,312.18	900.00	691.73	107.50	0.00	0.00	6,011.41
Nov 1994	Jan, 1995	3,091.73	900.00	720.39	0.00	0.00	0.00	4,712.12
Dec 1994	Jan 11, 1995	3,837.58	0.00	710.90	107.50	0.00	0.00	4,655.98
Jan 1995	Feb 15, 1995	3,408.78	1,530.00	927.11	107.50	0.00	0.00	5,973.39
Feb 1995	Mar 9, 1995	3,584.55	765.00	713.10	107.50	0.00	0.00	5,170.15
Mar 1995	Apr 11, 1995	3,645.82	765.00	709.87	153.34	0.00	0.00	5,274.03
Apr 1995	May 8, 1995	3,655.84	765.00	720.60	0.00	0.00	0.00	5,141.44
May 1995	Jun 13, 1995	3,684.86	765.00	731.86	215.33	0.00	1,732.03	7,129.08
Jun 1995	Jul 26, 1995	4,618.99	765.00	710.90	797.50			6,892.39
TOTAL		50,866.15	9,564.68	9,073.02	2,146.99	0.00	1,732.03	73,382.87
AVG		4,238.85	797.06	756.09	178.92			6,671.17

PERIOD COVERED FY1995-1996	DATE INVOICE	S. CA EDISON	TURF	GROUNDS	MAINT/ REPAIRS	CIV CTR FIRE INS	CIV CTR BONDS	TOTAL
Jul 1995	Aug 11, 1995	5,270.46	724.83	835.38	0.00	0.00	0.00	6,830.67
Aug 1995	Sep 11, 1995	5,423.86	720.61	835.38	107.50	0.00	0.00	7,087.35
Sep 1995	Oct 5, 1995	5,607.26	523.47	835.38	40.78			7,006.89
Oct 1995	Nov 9, 1995	4,341.85	712.90	835.38	539.57			6,429.70
Nov 1995	Dec 8, 1995	3,678.53	718.12	835.38			255.66	5,487.69
Dec 1995	Jan 26, 1996	3,594.00	852.78	835.38	107.50			5,389.66
Jan 1996	Feb 7, 1996	3,259.95	753.70	835.38	128.50			4,977.53
Feb 1996	Mar 21, 1996	3,739.72	765.96	835.38	289.69			5,630.75
Mar 1996	May 6, 1996	3,548.04	751.47	835.38	107.50			5,242.39
Apr 1996	Jun 11, 1996	3,839.44	759.92	835.38	107.50		1,660.73	7,202.97
May 1996	Jul 9, 1996	3,119.00	840.14	835.38	107.50			4,902.02
Jun 1996	Jul 10, 1996	2,652.71	641.34	835.38	107.50			4,236.93
TOTAL		48,074.82	8,765.24	10,024.56	1,643.54	0.00	1,916.39	70,424.55
AVG		4,006.24	730.44	835.38	136.96			5,868.71

PERIOD COVERED FY1996-1997	DATE INVOICE	S. CA EDISON	TURF	GROUNDS	MAINT/ REPAIRS	CIV CTR FIRE INS	CIV CTR BONDS	TOTAL
Jul 1996	Sep 4, 1996	4,685.02	831.65	835.38	0.00	0.00	0.00	6,352.05
Aug 1996								0.00
Sep 1996								0.00
Oct 1996								0.00
Nov 1996								0.00
Dec 1996								0.00
Jan 1997								0.00
Feb 1997								0.00
Mar 1997								0.00
Apr 1997								0.00
May 1997								0.00
Jun 1997								0.00
TOTAL		4,685.02	831.65	835.38	0.00	0.00	0.00	6,352.05
AVG		425.91	75.60	75.94	0.00			6,352.05

TOTAL DOLLARS SPENT

FY1993-1994	LABOR	EQUIPMENT	MATERIAL	TOTAL 50% LIBRARY	
Jul 1993	1,212.44	224.00	19.41	1,455.85	727.93
Aug 1993	1,212.44	224.00	32.34	1,468.78	734.39
Sep 1993	1,403.88	687.00	35.69	2,126.57	1,063.29
Oct 1993	992.92	224.00	22.76	1,239.68	619.84
Nov 1993	1,433.52	309.00	74.48	1,817.00	908.50
Dec 1993	1,466.11	440.00	58.20	1,964.31	982.16
Jan 1994	1,407.67	343.00	25.87	1,776.54	888.27
Feb 1994	1,213.32	292.00	34.82	1,540.14	770.07
Mar 1994	1,162.20	292.00	42.87	1,497.07	748.54
Apr 1994	1,125.36	366.00	19.41	1,510.77	755.39
May 1994	1,213.32	309.00	48.39	1,570.71	785.36
Jun 1994	1,213.32	207.00	30.35	1,450.67	725.34
TOTAL	15,056.50	3,917.00	444.59	19,418.09	9,709.05
AVG	1,254.71	326.42	37.05	1,618.17	809.09

TOTAL DOLLARS SPENT

FY1994-1995	LABOR	EQUIPMENT	MATERIAL	TOTAL 50% LIBRARY	
Jul 1994	1,660.80	360.00	52.44	2,073.24	1,036.62
Aug 1994	1,213.32	204.00	6.48	1,423.80	711.90
Sep 1994	1,151.10	204.00	20.97	1,376.07	688.04
Oct 1994	1,151.10	204.00	28.36	1,383.46	691.73
Nov 1994	1,213.32	204.00	23.46	1,440.78	720.39
Dec 1994	1,213.32	204.00	4.48	1,421.80	710.90
Jan 1995	1,495.74	354.00	4.48	1,854.22	927.11
Feb 1995	1,213.32	189.00	23.88	1,426.20	713.10
Mar 1995	1,259.16	189.00	17.41	1,465.57	732.79
Apr 1995	1,213.32	204.00	23.88	1,441.20	720.60
May 1995	1,213.32	204.00	46.40	1,463.72	731.86
Jun 1995	1,213.32	204.00	4.48	1,421.80	710.90
TOTAL	15,211.14	2,724.00	256.72	18,191.86	9,095.93
AVG	1,267.60	227.00	21.39	1,515.99	757.99

TOTAL DOLLARS SPENT

FY1995-1996	LABOR	EQUIPMENT	MATERIAL	TOTAL 50% LIBRARY	
Jul 1995	1,213.32	204.00	32.34	1,449.66	724.83
Aug 1995	1,213.32	204.00	23.89	1,441.21	720.61
Sep 1995	853.52	174.00	19.41	1,046.93	523.47
Oct 1995	1,212.82	204.00	8.97	1,425.79	712.90
Nov 1995	1,212.82	204.00	19.41	1,436.23	718.12
Dec 1995	1,308.10	333.00	64.45	1,705.55	852.78
Jan 1996	1,283.50	204.00	19.90	1,507.40	753.70
Feb 1996	1,283.50	204.00	44.41	1,531.91	765.96
Mar 1996	1,283.50	204.00	15.43	1,502.93	751.47
Apr 1996	1,283.50	204.00	32.34	1,519.84	759.92
May 1996	1,348.84	279.00	52.44	1,680.28	840.14
Jun 1996	1,089.28	174.00	19.41	1,282.69	641.35
TOTAL	14,586.02	2,592.00	352.40	17,530.42	8,765.21
AVG	1,215.50	216.00	29.37	1,460.87	730.43

TOTAL DOLLARS SPENT

FY1996-1997	LABOR	EQUIPMENT	MATERIAL	TOTAL 50% LIBRARY	
Jul 1996	1,348.84	279.00	35.46	1,663.30	831.65
Aug 1996				0.00	0.00
Sep 1996				0.00	0.00
Oct 1996				0.00	0.00
Nov 1996				0.00	0.00
Dec 1996				0.00	0.00
Jan 1997				0.00	0.00
Feb 1997				0.00	0.00
Mar 1997				0.00	0.00
Apr 1997				0.00	0.00
May 1997				0.00	0.00
Jun 1997				0.00	0.00
TOTAL	1,348.84	279.00	35.46	1,663.30	831.65
AVG	1,348.84	279.00	35.46	1,663.30	831.65



DOLLARS BY TYPE OF WORKER

FY1993-1994	SUPERVISOR	CREWLEAD	SWEEPER	TRIMMER	MAINT WORK	TOTAL
Jul 1993	248.00	255.60	48.24		660.60	1,212.44
Aug 1993	248.00	255.60	48.24		660.60	1,212.44
Sep 1993	248.88	255.60	48.24	190.56	660.60	1,403.88
Oct 1993	248.88	255.60	48.24		440.20	992.92
Nov 1993	248.88	255.60	48.24		880.80	1,433.52
Dec 1993	311.11	255.60	48.24	190.56	660.60	1,466.11
Jan 1994	311.11	255.60	48.24		792.72	1,407.67
Feb 1994	248.88	255.60	48.24		660.60	1,213.32
Mar 1994	248.88	204.48	48.24		660.60	1,162.20
Apr 1994	248.88	204.48	48.24	95.28	528.48	1,125.36
May 1994	248.88	255.60	48.24		660.60	1,213.32
Jun 1994	248.88	255.60	48.24		660.60	1,213.32
TOTAL	3,109.26	2,964.96	578.88	476.40	7,927.00	15,056.50
AVG	259.11	247.08	48.24	39.70	660.58	1,254.71

DOLLARS BY TYPE OF WORKER

FY1994-1995	SUPERVISOR	CREWLEAD	SWEEPER	TRIMMER	MAINT WORK	TOTAL
Jul 1994	248.88	306.72	48.24	0.00	1,056.96	1,660.80
Aug 1994	248.88	255.60	48.24	0.00	660.60	1,213.32
Sep 1994	186.66	255.60	48.24	0.00	660.60	1,151.10
Oct 1994	186.66	255.60	48.24	0.00	660.60	1,151.10
Nov 1994	248.88	255.60	48.24	0.00	660.60	1,213.32
Dec 1994	248.88	255.60	48.24	0.00	660.60	1,213.32
Jan 1995	311.10	255.60	48.24	0.00	880.80	1,495.74
Feb 1995	248.88	255.60	48.24	0.00	660.60	1,213.32
Mar 1995	248.88	255.60	48.24	23.82	682.62	1,259.16
Apr 1995	248.88	255.60	48.24	0.00	660.60	1,213.32
May 1995	248.88	255.60	48.24	0.00	660.60	1,213.32
Jun 1995	248.88	255.60	48.24	0.00	660.60	1,213.32
TOTAL	2,924.34	3,118.32	578.88	23.82	8,565.78	15,211.14
AVG	243.70	259.86	48.24	1.99	713.82	1,267.60

DOLLARS BY TYPE OF WORKER

FY1995-1996	SUPERVISOR	CREWLEAD	SWEEPER	TRIMMER	MAINT WORK	TOTAL
Jul 1995	248.88	255.60	48.24	0.00	660.60	1,213.32
Aug 1995	248.88	255.60	48.24	0.00	660.60	1,213.32
Sep 1995	248.88	204.08	48.24	0.00	352.32	853.52
Oct 1995	248.88	255.10	48.24	0.00	660.60	1,212.82
Nov 1995	248.88	255.10	48.24	0.00	660.60	1,212.82
Dec 1995	248.88	255.10	48.24	95.28	660.60	1,308.10
Jan 1996	261.36	270.00	51.04	0.00	701.10	1,283.50
Feb 1996	261.36	270.00	51.04	0.00	701.10	1,283.50
Mar 1996	261.36	270.00	51.04	0.00	701.10	1,283.50
Apr 1996	261.36	270.00	51.04	0.00	701.10	1,283.50
May 1996	326.70	270.00	51.04	0.00	701.10	1,348.84
Jun 1996	261.36	216.00	51.04		560.88	1,089.28
TOTAL	3,126.78	3,046.58	595.68	95.28	7,721.70	14,586.02
AVG	260.57	253.88	49.64	7.94	643.48	1,215.50

DOLLARS BY TYPE OF WORKER

FY1996-1997	SUPERVISOR	CREWLEAD	SWEEPER	TRIMMER	MAINT WORK	TOTAL
Jul 1996	326.70	270.00	51.04	0.00	701.10	1,348.84
Aug 1996						0.00
Sep 1996						0.00
Oct 1996						0.00
Nov 1996						0.00
Dec 1996						0.00
Jan 1997						0.00
Feb 1997						0.00
Mar 1997						0.00
Apr 1997						0.00
May 1997						0.00
Jun 1997						0.00
TOTAL	326.70	270.00	51.04	0.00	701.10	1,348.84
AVG	326.70	270.00	51.04	0.00	701.10	1,348.84

TIME BY TYPE OF WORKER

FY1993-1994	SUPERVISOR	CREWLEAD	SWEEPER	BLDG MAINT TRIMMER	MAINT WORK	TOTAL
Jul 1993	8.00	10.00	2.00		30.00	50.00
Aug 1993	8.00	10.00	2.00		30.00	50.00
Sep 1993	8.00	10.00	2.00	8.00	30.00	58.00
Oct 1993	8.00	10.00	2.00		20.00	40.00
Nov 1993	8.00	10.00	2.00		40.00	60.00
Dec 1993	10.00	10.00	2.00	8.00	30.00	60.00
Jan 1994	10.00	10.00	2.00		36.00	58.00
Feb 1994	8.00	10.00	2.00		30.00	50.00
Mar 1994	8.00	8.00	2.00		30.00	48.00
Apr 1994	8.00	8.00	8.00	4.00	24.00	52.00
May 1994	8.00	10.00	2.00		30.00	50.00
Jun 1994	8.00	10.00	2.00		30.00	50.00
TOTAL	100.00	116.00	30.00	20.00	360.00	626.00
AVG	8.33	9.67	2.50	1.67	30.00	52.17

TIME BY TYPE OF WORKER

FY1994-1995	SUPERVISOR	CREWLEAD	SWEEPER	BLDG MAINT TRIMMER	MAINT WORK	TOTAL
Jul 1994	8.00	12.00	2.00	0.00	48.00	70.00
Aug 1994	8.00	10.00	2.00	0.00	30.00	50.00
Sep 1994	6.00	10.00	2.00	0.00	30.00	48.00
Oct 1994	6.00	10.00	2.00	0.00	30.00	48.00
Nov 1994	8.00	10.00	2.00	0.00	30.00	50.00
Dec 1994	8.00	10.00	2.00	0.00	30.00	50.00
Jan 1995	10.00	10.00	2.00	0.00	40.00	62.00
Feb 1995	8.00	10.00	2.00	0.00	30.00	50.00
Mar 1995	8.00	10.00	2.00	1.00	31.00	52.00
Apr 1995	8.00	10.00	2.00	0.00	30.00	50.00
May 1995	8.00	10.00	2.00	0.00	30.00	50.00
Jun 1995	8.00	10.00	2.00	0.00	30.00	50.00
TOTAL	94.00	122.00	24.00	1.00	389.00	630.00
AVG	7.83	10.17	2.00	0.08	32.42	52.50

TIME BY TYPE OF WORKER

FY1995-1996	SUPERVISOR	CREWLEAD	SWEEPER	BLDG MAINT TRIMMER	MAINT WORK	TOTAL
Jul 1995	8.00	10.00	2.00	0.00	30.00	50.00
Aug 1995	8.00	10.00	2.00	0.00	30.00	50.00
Sep 1995	8.00	8.00	2.00	0.00	16.00	34.00
Oct 1995	8.00	10.00	2.00	0.00	30.00	50.00
Nov 1995	8.00	10.00	2.00	0.00	30.00	50.00
Dec 1995	8.00	10.00	2.00	4.00	30.00	54.00
Jan 1996	8.00	10.00	2.00		30.00	50.00
Feb 1996	8.00	10.00	2.00		30.00	50.00
Mar 1996	8.00	10.00	2.00		30.00	50.00
Apr 1996	8.00	10.00	2.00		30.00	50.00
May 1996	10.00	10.00	2.00		30.00	52.00
Jun 1996	8.00	8.00	2.00		24.00	42.00
TOTAL	98.00	116.00	24.00	4.00	340.00	582.00
AVG	8.17	9.67	2.00	0.33	28.33	48.50

TIME BY TYPE OF WORKER

FY1996-1997	SUPERVISOR	CREWLEAD	SWEEPER	BLDG MAINT TRIMMER	MAINT WORK	TOTAL
Jul 1996	10.00	10.00	2.00	0.00	30.00	52.00
Aug 1996						0.00
Sep 1996						0.00
Oct 1996						0.00
Nov 1996						0.00
Dec 1996						0.00
Jan 1997						0.00
Feb 1997						0.00
Mar 1997						0.00
Apr 1997						0.00
May 1997						0.00
Jun 1997						0.00
TOTAL	10.00	10.00	2.00	0.00	30.00	52.00
AVG	10.00	10.00	2.00	0.00	30.00	52.00

MINUTES OF THE EXECUTIVE COMMITTEE  
OF THE INDEPENDENT SPECIAL DISTRICTS OF ORANGE COUNTY  
(ISDOC)

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Meeting held at MWDOC  
10500 Ellis Ave., Fountain Valley  
7:30 a.m. - July 9, 1996

---

ISDOC Executive Committee Members Present:

Sterling Fox  
President  
4622 Plumosa Drive  
Yorba Linda, Ca. 92686  
TEL: (714) 777-9593  
FAX: (714) 777-8304  
HOME: (714) 693-1162

Sheldon Singer  
1st Vice President  
12672 Kona Lane  
Garden Grove, Ca. 92641  
TEL: (714) 534-3943  
FAX: (714) 530-1329  
HOME: (714) 530-9255

Mary A. Matheis (absent)  
2nd Vice President  
73 Nighthawk  
Irvine, Ca. 92714-3683  
TEL: (714) 476-4488  
FAX: (714) 476-2878

Teri Cable  
3rd Vice President  
12279 Baja Panorama  
Santa Ana, Ca. 92705  
TEL: (714) 647-5658  
FAX: (714) 647-5622

Ron Kennedy (absent)  
Secretary  
24151 Adonis Street  
Mission Viejo, Ca. 92691  
TEL: (714) 837-7050  
FAX: (714) 837-7092

Joan Finnegan  
Treasurer  
258 Sherwood Street  
Costa Mesa, Ca. 92627  
TEL: (714) 548-3690  
FAX: (714) 646-1685

Robert Hanson  
Past President  
23301 Ridge Route Drive, #219  
Laguna Hills, Ca. 92653  
TEL: (714) 770-0736  
FAX: (714) 770-1720

cc: LAFCO Representatives  
John B. Withers - IRWD  
Phillip L. Anthony - OCWD  
Bob J. Huntley - MWDOC  
Russ Behrens - McCormick, Kidman & Behrens

Call to Order

1. Preliminaries

President Fox called the meeting to order at 7:35 a.m. Mary A. Matheis and Ronald E. Kennedy were absent.

2. Review Minutes of May 14th Executive Committee Meeting

A review of the minutes for the meeting of June 11, 1996 indicated that all was in order.

3. Financial Report

The financial report was presented by Treasurer, Joan Finnegan, and a copy is attached.

4. Legislative Concerns

Sterling Fox reported on the July 3rd hearing of AB 2109 before the Senate Local Government Committee. The bill passed out of the Committee by a 4-0 vote.

5. By-Laws

The Board reviewed the drafted revision to the By-Laws making comments that were referred back to the Committee. A final draft will be mailed to membership by August 1, 1996 under a cover letter explaining the revisions. It is intended that membership will take up this matter on August 29th.

6. LAFCO

Sheldon Singer reported on the status of the hostile takeover attempt of the Garden Grove Sanitary District by the city of Garden Grove. The next hearing before LAFCO is scheduled for August 7, 1996 in Santa Ana. Additional information is attached.

Sterling Fox has been elected President of the new LAFCO Advisory Committee and Sheldon Singer, Vice President.

The Committee's next meeting will be July 18th at the Hall of Administration, at 1:34 P.M.

7. August 29th Membership Meeting

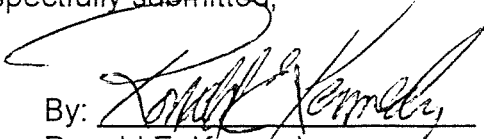
Janet Huston, Executive Director of the League of Cities will be the featured speaker. She will be speaking on the Council of Government (COG).

Membership will be voting on revision to the By-Laws.

8. The meeting was adjourned at 8:30 A.M.

Dated July 9, 1996

Respectfully submitted,

By:   
Ronald E. Kennedy  
Secretary, Independent Special  
Districts of Orange County (ISDOC)

ISDOC  
INDEPENDENT SPECIAL DISTRICTS OF ORANGE COUNTY

TREASURER'S REPORT

July 8, 1996

BALANCE ON HAND AS OF JUNE 11, 1996: \$ 1,955.67

RECEIPTS:

Membership Due Renewals:

East Orange County Water District	\$ 50.00
El Toro Water District	50.00
Emerald Bay Service District	50.00
Garden Grove Sanitary District	50.00
Laguna Beach County Water District	50.00
Santa Margarita Water District	50.00
Surfside Community Services District	50.00
Three Arch Bay Community Service District	<u>50.00</u>

TOTAL RECEIPTS FOR 6/11/96 - 7/8/96 400.00

EXPENSES:

#1152 - Joan C. Finnegan - Reimbursement  
for envelopes, copies & Postage for  
38 Renewal of Membership Dues \$ 12.96

TOTAL EXPENSES FOR 6/11/96 - 7/8/96 (12.96)

BALANCE ON HAND AS OF JULY 8, 1996: \$ 2,342.71

Respectfully submitted,

*Joan C. Finnegan*  
Joan C. Finnegan

ISDOG  
Treasurer



Board of Directors

Sheldon S. Singer  
Kathryn L. Barr  
Norman E. Culver  
George L. Zlaket  
Jan Dunn

11400 STANFORD AVENUE, P.O. BOX 339 • GARDEN GROVE, CALIFORNIA 92642 • (714) 534-3943

## URGENT MESSAGE

TO: ISDOC Member Agencies, Directors / Staff  
FROM: Sheldon S. Singer, President of the Board  
SUBJECT: SURVIVAL ALERT - WE NEED YOUR SUPPORT  
DATE: July 3, 1996

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The City of Garden Grove is attempting a hostile takeover of the Garden Grove Sanitary District (GGSD) and the Midway City Sanitary District (MCSD) service areas located in the City of Garden Grove.

Their plan is to dissolve the current Garden Grove Sanitary District's Board through use of the Cortese/Knox Local Government Reorganization Act (Section 56000 et seq); whereby, the City Council would become ex officio Directors of the District.

The City of Garden Grove is in a financial quagmire. They are publicly projecting a 5.8 million dollar budget deficit. In their desperation, the City is grasping for any revenue source.

While the City cannot commingle District and City funds, they can use creative mechanisms such as borrowing, contracting services, etc., to rechannel district funds into their coffers.

A HEARING BEFORE THE LOCAL AGENCY FORMATION COMMISSION TO DETERMINE IF THE COUNCIL SHALL ASSUME STEWARDSHIP OF THE DISTRICT WILL BE HELD AT THE PLANNING COMMISSION HEARING ROOM, 10 CIVIC CENTER PLAZA, SANTA ANA, AUGUST 7, 1996 AT 6:00 P.M.

PLEASE ATTEND THE ABOVE REFERENCED HEARING AND VOICE OPPOSITION TO THIS PROPOSAL. THIS IS AN OPPORTUNITY TO SEND A CLEAR MESSAGE TO ANTI-DISTRICT FORCES.





MINUTES OF THE GENERAL MEMBERSHIP MEETING  
OF THE INDEPENDENT SPECIAL DISTRICTS OF ORANGE COUNTY  
(ISDOC)

---

Meeting held at MWDOC  
10500 Ellis Ave., Fountain Valley  
7:00 p.m. - August 29, 1996

---

ISDOC Executive Committee Members Present:

Sterling Fox  
President  
4622 Plumosa Drive  
Yorba Linda, Ca. 92686  
TEL: (714) 777-9593  
FAX: (714) 777-8304  
HOME: (714) 693-1162

Sheldon Singer  
1st Vice President  
12672 Kona Lane  
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TEL: (714) 534-3943  
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Teri Cable  
3rd Vice President  
12279 Baja Panorama  
Santa Ana, Ca. 92705  
TEL: (714) 647-5658  
FAX: (714) 647-5622

Ron Kennedy (absent)  
Secretary  
24151 Adonis Street  
Mission Viejo, Ca. 92691  
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Joan Finnegan  
Treasurer  
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Robert Hanson  
Past President  
23301 Ridge Route Drive, #219  
Laguna Hills, Ca. 92653  
TEL: (714) 770-0736  
FAX: (714) 770-1720

cc: LAFCO Representatives  
John B. Withers - IRWD  
Phillip L. Anthony - OCWD  
Bob J. Huntley - MWDOC  
Russ Behrens - McCormick, Kidman & Behrens

1. Welcome

President Sterling Fox called the meeting to order at 7:15 p.m. Representatives of twelve ISDOC Agencies were present.

2. Pledge of Allegiance to our Flag led by Joan Finnegan

3. LAFCO Report

John Withers reported that the commission would be meeting on September 4, 1996 at 10:00 A.M. John commented on matters of interest to ISDOC members.

Sheldon Singer mentioned his concerns about how the Garden Grove Sanitary decision was handled by the Commission and the Special District representatives in particular. Phil Anthony, John Withers responded by saying that the decision to make the district a subsidiary district of the City of Garden Grove was reached after extensive consideration of the facts related to the case. They assured the audience that the Commission would continue to make decisions on a case by case basis.

4. CSDA Report

Bob Huntley, recovering from surgery, was unable to attend.

5. Profile of the Special District

Arlene Schafer, representing the Costa Mesa Sanitary District, introduced other Board Members present and gave a fine report on the history and accomplishments of the District.

6. Legislative Report

Keith Coolidge reported on legislative matters of interest with emphasis on the most recent amendments to AB 2109.

7. ISDOC Representative to Council of Governments

President Fox reported that Phil Anthony would be representing ISDOC at COG. Bob Hanson will be the alternate.

8. Program

- A. Council of Governments - D. Halls and R. Bishop made a good presentation on the Orange County Council of Governments. The presentation addressed common questions and answers about COG, historical overview, recent activities, proposed membership, staffing and funding, and anticipated benefits for ISDOC members.

B. Vote on revised By-Laws - The revised, By-Laws were unanimously approved by the members present. President Fox expressed his appreciation to Mary A. Matheis for her leadership in the completion of this work.

9. The Meeting was adjourned at 8:25 P.M.

Dated August 29, 1996

Respectfully submitted,

By: 

Ronald E. Kennedy  
Secretary, Independent Special  
Districts of Orange County (ISDOC)

ISDOC

INDEPENDENT SPECIAL DISTRICTS OF ORANGE COUNTY

TREASURER'S REPORT

BALANCE ON HAND AS OF AUGUST 13, 1996: \$ 3,956.71

RECEIPTS:

MEMBERSHIP RENEWALS:

McNamara & Van Blarcom (Associate)	\$ 50.00
Placentia Library District	<u>50.00</u>

TOTAL RECEIPTS FOR PERIOD 8/13 - 29/96 100.00

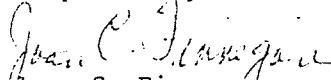
EXPENSES:

#1153 - French's Cupcake Bakery - Refreshments  
for Board Meeting 8/29/96 \$ 25.00

TOTAL EXPENSES FOR PERIOD 8/13 - 29/96 25.00

BALANCE ON HAND AS OF AUGUST 29, 1996: \$ 4,031.71

Respectfully submitted,

  
Joan C. Finnegan  
ISDOC Treasurer



# SANTIAGO LIBRARY SYSTEM

C/O METROPOLITAN COOPERATIVE LIBRARY SYSTEM  
3675 EAST HUNTINGTON DRIVE, SUITE 100  
PASADENA, CALIFORNIA 91107

800/211-7944 PHONE  
818/683-8097 FAX

MINUTES  
SYSTEM ADVISORY BOARD MEETING  
Yorba Linda Public Library  
18181 Imperial Highway, Yorba Linda  
Tuesday, May 21, 1996  
6:30 p.m.

SAB Members Present:	Marty Martini, Chair Rilda Jamieson Gabriele (Gigi) Genereux Dora Rodriguez Randie Noell	Orange Pub. Lib. Anaheim Pub. Lib. Fullerton Public Lib. OCPL Yorba Linda Pub. Lib.
Council Members Present:	Al Milo	Fullerton Public Lib.
Staff:	Linda Katsouleas, Exec. Dir. Peg Fox, Consultant	Santiago Library System Santiago Library System

## I. CALL TO ORDER

Marty Martini, Chair, called the meeting to order at 6:40 p.m.

## II. INTRODUCTIONS

Introductions were made around the table.

SANTIAGO LIBRARY SYSTEM MEMBERS:

ANAHEIM PUBLIC LIBRARY  
BUENA PARK LIBRARY DISTRICT  
FULLERTON PUBLIC LIBRARY

NEWPORT BEACH PUBLIC LIBRARY  
ORANGE COUNTY PUBLIC LIBRARY

ORANGE PUBLIC LIBRARY  
PLACENTIA LIBRARY DISTRICT  
YORBA LINDA PUBLIC LIBRARY

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**III. APPROVAL OF MINUTES**

**ACTION:** It was M/S/C (R. Noell, G. Genereux) unanimously to approve the minutes of December 5, 1995.

**IV. OLD BUSINESS**

**A. Plan of Service (1995/96)**

L. Katsouleas stated that the SAB did not meet some of the objectives set for the year. Further discussion will take place during the discussion of 1996/97 Plan of Service. A number of SAB members throughout the state are looking at long term goals and planning to reorganize.

**V. NEW BUSINESS**

**A. Nominating Committee and Election of Officers**

The Nominating Committee (M. Martini, R. Noell) submitted that the officers remain the same; M. Martini as Chair and D. Rodriguez as V. Chair.

**ACTION:** It was M/S/C (R. Noell, G. Genereaux) to adopt the officers as stated.

**B. Plan of Service (1996/97)**

Katsouleas reviewed the objectives for 1996/97 as outlined in the Plan of Service. The next SAB meeting will probably be in August (or at the end of summer). Traditionally, the SAB members should be knowledgeable about their library's activities in the community. This year the SAB should review their role and activities to determine the most effective way to meet CLSA requirements.

A discussion followed regarding terms. All of our libraries, at the present time, do not have SAB representatives. The next meeting should be a time of decision for SLS/SAB. Katsouleas then reviewed how MCLS/SAB revised their role and bylaws and suggested that SLS think about their role and make their decisions at the next meeting.

The next two meetings will be spent on the work plan.

**ACTION:** It was M/S/C (R. Jamieson/D. Rodriguez) to accept the time table as presented.

-3-

### C. Discussion of Friends' Exchange

L. Katsouleas asked if there had ever been a joint meeting of all of the Friends Groups. D. Rodriguez mentioned the OCPL Foundation, which has been recently revised. A discussion followed about Friends Groups and their function, ie. what happens to left-over books after library book sales? More discussion will take place on this issue.

## VI.

### REPORTS

#### A. SAB Chair's Report - M. Martini

The Chair had no report at this time.

#### B. System Chair's Report - A. Milo

A. Milo reported on the April 29th Library Directors' meeting with Dr. Kevin Starr, State Librarian. One of the big issues at the present time is that of non-residency. There are many libraries hurting due to non-resident useage. There was a real diversity of opinion with many librarians not realizing the extent of the problem. The Griffith Study : This was a study done to examine the status of OCPL. The options suggested were for the County Library to stay the same; break up into city libraries; revise the JPA with 27 city representatives. The individual cities are now investigating their own situations. The cities must now decide whether they wish to break away. Irvine is looking to see if they should break away. D. Rodriguez and R. Noell asked to see a copy of the study.

#### C. System Director's Report - Linda Katsouleas

L. Katsouleas reported that Susan MacGlamary has been hired as the second level reference coordinator. From the CLA Legislative Committee, the Johnson bill died. CLSB is talking about a waiver to assist libraries, such as NBPL.

## VII.

### ROUND TABLE

M. Martini, OPL reported that the library board has had a number of changes. He expects to be invited to speak to the Board at their next meeting.

G. Genereux, FPL, stated that the summer concerts will resume to celebrate the library's 90th anniversary. The staff is working on an historical display.

-4-

Rilda Jamieson, APL, reported on the APL Friends. They have lost 100 members. They made \$3,000 on an honor system table of books and gave the money to the childrens' programs. They have had three book sales this year and have only made as much money as they usually made on two sales. The Anaheim Arts Council is working with the Friends to get a second bookmobile. Their first fundraising event was at the Phoenix Club with an authors' luncheon and a silent auction. They have strong support from the city and others to purchase another bookmobile.

R. Noell reported that YLPL now has a security guard to control the teenagers. Noell attended Legislative Day and found the entire day very fascinating.

D. Rodriguez, OCPL, reported that the OC Board of Supervisors are meeting and plan to cut the library budget again.

L. Katsouleas reminded the group of the fundraising workshop.

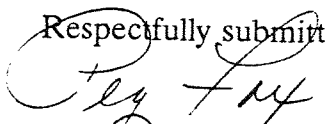
**VIII. DATE AND LOCATION OF NEXT REGULAR MEETING**

The next regularly scheduled meeting will be held at the Placentia Library District Board Room on September 3, 1996 at 6:30 p.m. (subsequently rescheduled to PLD Board Room on September 10, 1996 at 6:30 p.m.)

**IX. ADJOURNMENT**

There being no further business the meeting adjourned at 8:25 p.m.

Respectfully submitted,

  
Peg Fox, Consultant



**SYSTEM ADVISORY BOARD  
OF THE METROPOLITAN COOPERATIVE LIBRARY SYSTEM  
BYLAWS**

Revised May 1996

**PREAMBLE**

This body is formed under the provisions of the California Library Services Act of the State of California, Education Code, Chapter 1255, Section 18747.

**ARTICLE I. NAME**

The name of this body shall be the "System Advisory Board of the Metropolitan Cooperative Library System."

**ARTICLE II. PURPOSE**

The purpose of this body shall be:

- A. To advise and assist the Administrative Council of the Metropolitan Cooperative Library System in the development and implementation of a system Plan of Service as provided in Section 18747 of the California Government Code;
- B. To recommend needed system services and programs;
- C. To evaluate the services and programs provided by the system.

**ARTICLE III. DUTIES**

The roles, duties, and responsibilities of the System Advisory Board are defined in Attachment I to these Bylaws.

**ARTICLE IV. MEMBERSHIP**

- A. Each governing body or jurisdiction of the Metropolitan Cooperative Library System shall appoint one regular member and may appoint a designated alternate member to the System Advisory Board.
  - 1. Appointments shall be made from among the residents of the respective jurisdictions. Each appointee is expected to be knowledgeable of libraries in general, and of the jurisdiction's in particular. Each MCLS council member is expected to educate their appointee on the role of the system.

2. Appointments shall be made so as to insure representation of the public-at-large and of the underserved residents in the system service area. As defined in the California Library Services Act, "underserved" means any population segment with exceptional service needs not adequately met by traditional library service patterns; including but not limited to, those persons who are geographically isolated, economically disadvantaged, functionally illiterate, of non-English speaking or limited English speaking ability, shut-in, institutionalized, or handicapped.
- B. The term of any member of the System Advisory Board shall be for two years, and each member shall serve no more than two consecutive terms. Staggered terms were established by drawing lots at the organizational meeting of the Advisory Board in 1979.
1. An individual may serve two consecutive terms as an alternate member of the Advisory Board and subsequently serve two consecutive terms as a regular member of the Advisory Board.
  2. An individual who has served two consecutive terms as a regular member of the Advisory Board may subsequently be appointed to two consecutive terms as an alternate member of the Advisory Board.
  3. The schedule of appointments, by jurisdiction, is appended to these bylaws. If the appointing body of any jurisdiction delays in making an appointment, when the appointment is made the individual so appointed shall serve only the unexpired remainder of the jurisdiction's term, not a full two years from the date of appointment.
- C. Alternate Advisory Board members are encouraged to attend all Advisory Board meetings and to participate in Advisory Board activities. In the absence of the Delegate the Alternate, if appointed, will assume all duties and responsibilities of the Delegate until that position is filled. Each jurisdiction shall have only one vote in any Advisory Board deliberation.
- D. Three unexcused absences from Advisory Board meetings is cause for removal and the appointing jurisdiction shall be notified of the vacancy and need for appointment. Prior notification of illness or absence from the area to the System Headquarters office shall constitute an excused absence.

#### **ARTICLE V. MEETINGS AND QUORUM**

- A. The Advisory Board shall meet at least twice annually.
- B. The Advisory Board shall adopt a regular meeting schedule at the first meeting of each fiscal year. This meeting shall include introductions of all new members, an

- B. The Nominating Committee shall select one of their members to act as Chair, shall select a slate of officers and shall present a report to the Board.
- C. The Nominating Committee shall recommend candidates to fill vacancies occurring during the year.
- D. Nominations from the floor shall be accepted at the spring workshop.
- E. Election of officers shall take place at the last meeting of the year.
- F. All officers shall assume office at the first meeting of the year following elections.
- G. Term of office shall be limited to two years. Officers may serve no more than two consecutive terms in any office.

#### **ARTICLE VIII. COMMITTEES**

- A. The Chair of the Advisory Board may appoint an Advisory Board non-voting liaison to each of the standing committees of the Metropolitan Cooperative Library System, except for the Nominating Committee of the Administrative Council.
- B. The Advisory Board Chair shall be a non-voting liaison from the System Advisory Board to the Administrative Council and Executive Committee.
- C. The Advisory Board Chair may appoint an alternate as a non-voting liaison from the System Advisory Board to the Administrative Council and Executive Committee.
- D. The Advisory Board shall from time to time establish such committees as it deems necessary and appropriate to conduct Board business. Membership on these committees shall be appointed by the Advisory Board Chair.

#### **ARTICLE IX. PARLIAMENTARY AUTHORITY**

Parliamentary authority for the Advisory Board shall be the current edition of Robert's Rules of Order.

#### **ARTICLE X. AMENDMENTS**

These bylaws may be amended at any meeting of the Advisory Board by a two-thirds vote of the members present and voting, providing that the amendment has been submitted to the membership at least two weeks in advance, and is part of the call for the meeting. Should one section of these bylaws be invalidated or changed, the rest of the document will remain in effect.

C:\SAB\BYLAWS.DOC

orientation to the SAB, and a review of the MCLS Plan of Service for the current fiscal year.

- C. The SAB shall conduct a spring workshop to evaluate the MCLS Plan of Service for the current fiscal year and to provide input for the Plan of Service for the subsequent fiscal year.
- D. The Advisory Board shall also meet upon the call of the Chair, or upon petition of the majority of the members.
- E. A simple majority of the members of the Advisory Board shall constitute a quorum.
- F. All Advisory Board meetings shall be scheduled and noticed through the headquarters staff of the Metropolitan Cooperative Library System. Headquarters staff shall prepare and distribute to all Advisory Board and Administrative Council members written notice of each Advisory Board meeting at least five (5) days prior to such meeting. Headquarters staff shall also provide written notification of any change or cancellation of a regularly scheduled meeting at least five (5) days prior to the scheduled date.
- G. All meetings shall be open and accessible to the public, and shall be in compliance with the Ralph M. Brown Act and all other applicable state and federal laws.

#### **ARTICLE VI. OFFICERS AND DUTIES**

The elected officers shall be a Chair, Vice-Chair, and Secretary.

- A. The Chair shall oversee the activities of the Advisory Board, conduct Board meetings, and appoint members to committees authorized by the Board.
- B. The Vice-Chair shall assume the duties of the Chair in his or her absence.
- C. The Secretary shall record attendance and take minutes at each meeting, and shall send the minutes to System Headquarters at least one month prior to the next Advisory Board meeting.
- D. In the event of removal or inability to act of any officer, the Nominating Committee upon notification shall submit suggested replacements and the Advisory Board shall fill the vacancy at the next regular meeting.

#### **ARTICLE VII. ELECTIONS**

- A. There shall be a Nominating Committee of at least three Board members appointed by the Chair at the first meeting of the year.

## SAB ROLES, DUTIES, AND ACTIVITIES

The SAB member brings the perspective, views, and issues of the public to the Library community in the development of the MCLS Plan of Service.

The primary roles of the SAB (in order of importance) are to:

1. **Educate** themselves about the needs of the community; and the community about the services provided by the library and MCLS.
2. **Evaluate** the effectiveness of services by MCLS to member libraries as defined by the Plan of Service and to provide community input to the MCLS Plan of Service.
3. **Advocate** legislation that supports libraries and systems.

All activities undertaken by SAB members need to be coordinated with the library Director to ensure that the responsibilities of the Director and Board of Trustees are not usurped and are politically appropriate.

### I. Educate

#### A. Educate yourself about your library and its participation in MCLS by:

1. Meeting with your Library Director and staff.
2. Attending your library board and friends' meetings.
3. Using your library and its services.

#### B. Educate yourself about MCLS by:

1. Meeting with other SAB members and participating in SAB meetings.
2. Attending MCLS committee and/or Council meetings.
3. Meeting with the Executive Director of MCLS.

#### C. Educate yourself about your community's library needs by:

Attending the meetings of community organizations and talking to other citizens.

#### D. Educate yourself about other libraries by:

Visiting other libraries and meeting with their staffs.

#### E. Educate your community about library services and the benefits of cooperative library activities by:

Meeting with community residents and groups, and attending library support group meetings and functions.

## **II. Evaluate**

### **Evaluate MCLS services by:**

- A. Determining the degree to which MCLS has achieved its Plan of Service to the library in the jurisdiction of the SAB member. This determination must be achieved with minimal impact on the library staff and coordinated with the library Director.
- B. Participating actively in the annual SAB Plan of Service workshop.

## **III. Advocate**

### **Advocate for legislative support of MCLS and cooperative library legislation by:**

- A. Contacting your local, state and federal representatives about library issues that your library Director and Library Board have agreed need support.
- B. Participating in the legislative process, such as visiting with legislators at their local offices or attending Legislative Day.
- C. Speaking before community organizations about library issues, services, etc. These engagements are to be coordinated with the library Director.

## SYSTEM ADVISORY BOARD

### APPOINTMENTS

Libraries which appoint new members in July of even numbered years (1990, 1992, 1994, 1996, etc.):

Alhambra  
Azusa  
Burbank  
Cerritos  
Downey  
Glendora  
Long Beach  
Los Angeles  
Monterey Park  
Pomona  
San Marino  
Santa Fe Springs  
South Pasadena  
Thousand Oaks  
Whittier

Libraries which appoint new members in July of odd numbered years (1991, 1993, 1995, 1997, etc.):

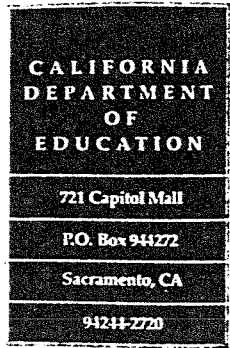
Altadena  
Arcadia  
Beverly Hills  
Commerce  
Covina  
El Segundo  
Glendale  
Monrovia  
Oxnard  
Palos Verdes  
Redondo Beach  
Santa Monica  
Sierra Madre  
Signal Hill  
Torrance







DELAINE EASTIN  
State Superintendent of Public Instruction



August 26, 1996

Elizabeth D. Minter, Library Director  
Placentia Library District  
411 E. Chapman Avenue  
Placentia, CA 92670-6198

County/Vendor Code: 30 - M692

**Adult Education Act PL 100-297  
Fiscal Year 1996-97  
Grant Award Notification**

Dear Ms. Minter:

Your agency's application for federal adult education funds for fiscal year 1996-97 has been approved. An approved copy of the application is enclosed. Your signature on the application signifies that you will conduct programs in accordance with all provisions specified therein. We are pleased to encumber funds on your behalf in the following program areas:

PROGRAM	RATE PER HHU	APPROVED		ADJUSTMENT		TOTAL APPROVED		
		HHUs	FUNDS	HHUs	FUNDS	HHUs	FUNDS	
BASE GRANT 96-03499- M692			\$3,500.00				\$3,500.00	
ABE 96-03055- M692	\$13.00	10	\$130.00			10	\$130.00	
ESL 96-03055- M692	\$10.00	13	\$130.00			13	\$130.00	
CITIZENSHIP 96-03802- M692	\$250.00	0	\$0.00			0	\$0.00	
INSTITUTIONALIZED 96-03844- M692	\$ 34.00	0	\$0.00				\$0.00	
<b>GRAND TOTAL</b>								<b>\$3,760.00</b>

Again, we are offering agencies the opportunity to request reimbursement on a quarterly basis. In order for us to expedite your claim, please submit it as soon as possible after the quarter ends. Claim forms and instructions are enclosed.

If you have any questions regarding this grant award, please contact your Regional Consultant, or Bernice Foster in our Management Planning and Development Unit at (916) 323-5030. We look forward to a very successful and rewarding year for these programs.

Sincerely,

Gabriel Cortina  
Deputy Superintendent  
Specialized Programs Branch

GC:ARB:bf  
Enclosures

c: Regional Consultant, Adult Education Field Assistance Unit  
Agency Contact Katie Matas



*The People are the City*

**Mayor**  
**CAROL DOWNEY**

**City Administrator**  
**ROBERT D'AMATO**



**Councilmembers**  
**NORMAN Z. ECKENRODE**  
**MICHAEL L. MAERTZWEILER**  
**MARIA MORENO**  
**JOHN O. TYNES**

*401 East Chapman Avenue - Placentia, California 92670*

**(714) 993-8237**

**TO: Members of the Placentia Civic Center Authority**

**The regular meeting of the Placentia Civic Center Authority will be held on:**

**Monday, October 7, 1996 at 7:30 P.M.**  
**Placentia City Hall**  
**Administrative Conference Room**

**Copies to:**

**John Tynes, President**  
**Carol Downey, Member**  
**Lee Castner, Member**  
**Peggy Dinsmore, Member**  
**Ray Evans, Member**

**Howard L. Longballa, Secretary**

**Carolyn Davis, Placentia City Treasurer**  
**Robert D'Amato, City Administrator**  
**✓ Elizabeth D. Minter, Director, Placentia Library District**



**PLACENTIA CIVIC CENTER AUTHORITY**

401 E. Chapman Avenue  
Placentia, CA 92670

**ANNUAL MEETING AGENDA**

October 7, 1996 - 7:30 P.M.  
Administrative Conference Room

**CALL TO ORDER:**

**ROLL CALL:**

**ORAL COMMUNICATIONS:** At this time the public is invited to address the members of the Placentia Civic Center Authority concerning any items on the agenda.

**MINUTES OF PREVIOUS MEETING:** Minutes of the regular meeting of October 2, 1995.

**OATH OF OFFICE:** City appointee Lee Castner.

**ELECTION OF OFFICERS:**

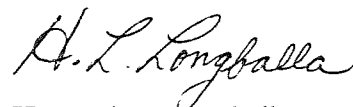
**FINANCIAL REPORT:** For the period ending June 30, 1996.

**COMMISSION ANNOUNCEMENTS:**

**NEW BUSINESS:**

**ADJOURNMENT:**

I, Howard L. Longballa, Secretary of the Placentia Civic Center Authority, hereby certify that the agenda for the October 7, 1996 regular meeting of the Placentia Civic Center Authority was posted on September 27, 1996.



Howard L. Longballa  
Secretary



MINUTES OF THE  
PLACENTIA CIVIC CENTER AUTHORITY COMMISSION  
October 2, 1995 - 7:30 p.m.  
Placentia City Hall

The meeting of the Placentia Civic Center Authority Commission was called to order at 7:35 p.m.

ROLL CALL:

Commissioners Present: Carl Van Gorden  
Ray Evans  
John O. Tynes  
Carol Downey

Absent: Peggy Dinsmore

Others Present: Howard L. Longballa, Secretary  
Carolyn Davis, City Treasurer  
Elizabeth Minter, Placentia Library Director

ORAL COMMUNICATIONS:

None.

MINUTES:

Minutes of the October 3, 1994 meeting were approved.

ELECTION OF OFFICERS:

Commissioner John O. Tynes was elected to serve as President and Howard L. Longballa was reelected to the position of Secretary.

OATH OF OFFICE:


Secretary Longballa reported that Library Board appointees Peggy Dinsmore and Ray Evans were sworn in on January 16, 1995 by the Library Director.

FINANCIAL REPORT:

Once again, the Civic Center Authority received an unqualified "clean" opinion from the outside certified public accountants. The history and purpose of the Authority were discussed as well as the outstanding bond obligations and the funding for the annual debt service payments.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 7:50 p.m. until the next meeting to be held the first Monday in October 1996 at 7:30 p.m.

  
Howard L. Longballa, Secretary





TO: Library Board of Trustees  
FROM: Elizabeth D. Minter, Library Director *elm*  
DATE: September 17, 1996  
SUBJECT: **Legislative and State Budget Activities**

**BACKGROUND:**

The end of session reports have been received from the California Special District Association (Attachment A) and the California Library Association (Attachment B).

There are no current project pending with California Advocates. We are now in the process of identifying areas of concern for the next Legislative session.

Letters have been sent to Governor Wilson urging his signature on AB2797. Letters of support from Trustees and Friends of the Library would also be helpful. AB2797 will freeze local agency contributions to the ERAF as of July 1, 1996, **AND**, as of that date, transfer back to cities, counties and special districts, the growth attributable to their contributions to the ERAF. AB2797 is described in Attachment A.

Assemblyman Ackerman has been very supportive of AB 2797 and the reversal of ERAF in general. Acknowledgment of his support would be helpful.

**RECOMMENDATION:**

No action is recommended at this time.



# CSDA LEGISLATIVE UPDATE

September 3, 1996

## END OF SESSION WRAP-UP

Two (2) page report

By the time the Legislature adjourned at approximately 2:00 a.m. on Sunday morning, three of the most important issues to special districts were successfully resolved.

### ERAF

Assembly Bill 2797 by Assembly Member Fred Aguiar passed the Assembly Saturday night on a 70-0 vote! The bill passed the Senate earlier in the week 40-0.

As passed to the Governor, AB 2797 would freeze local agency contributions to the ERAF as of July 1, 1996, and as of that date return the growth attributable to the ERAF to all local agencies that contribute to ERAF. The Department of Finance estimates that the freeze will result in approximately \$150 million of property tax growth being returned to the local agencies that contribute to ERAF.

While the Department of Finance opposes AB 2797, one would hope that with 110 legislators voting for the measure, the Governor might consider signing the bill. **All special districts that would benefit from AB 2797 should write the Governor urging him to sign the bill.**

Letters to the Governor should be addressed to: Governor Pete Wilson, State Capitol, Sacramento, CA 95814. Please send your letters immediately.

### **AB 2109 (Pringle) - Orange County Special Districts Consolidation**

You will recall that some weeks ago, Assembly Bill 2109 by Speaker Curt Pringle was referred to the Senate Committee on Appropriations Suspense File. The purpose of this action was to allow staff time to determine the magnitude, if any, of the bill's state mandated costs.

While staff did, in fact, determine that the bill could result in some significant state mandated costs, we were told that Speaker Pringle was working on a number of amendments to reduce those state costs, and the bill would be amended during the final days and passed to the Senate Floor.

Off-and-on Friday and Saturday, we heard rumors that the Senate Committee on Appropriations would meet to consider a number of bills, including AB 2109. While the Committee did, in fact, meet Friday and Saturday, AB 2109 was not on the agenda. Since the bill was not considered by midnight on Saturday, it died.

Perhaps someday, we will know the real reason why the bill was not reported out of the Committee.

### **ACA 49 - Constitution Revision**

Late Friday, the Conference Committee on SCA 39 and ACA 49 met for the last time to revise its Conference Report. The Committee decided to use ACA 49 as the conference vehicle instead of SCA 39, which was reported earlier last week.

Agenda Item 29

Attachment A

Page 2

Legislative Update  
Page 2

While the Committee's final versions did not alter the Conference Committee Report as such relates to the provisions reported last week, ACA 49 was defeated on the Senate Floor on a vote of 9 to 17, with many Senators not voting.

Even though the final version of ACA 49 called for the provisions to be placed on the March 1998 ballot, there seemed to be little support for even modest provisions contained in the Conference Committee Report.

**LEGISLATIVE REVIEW**

A complete legislative update will be offered at the CSDA annual conference. The annual conference is scheduled for September 22-25, 1996 at the Embassy Suites Resort in South Lake Tahoe. Additional sessions on local government restructuring and related issues will also be offered.

Call IMMEDIATELY for registration materials. The deadline for early-bird registration is September 13, 1996.

09/03/96 19:32:09  
SEP-03-96 TUE 17:20

-> 818 683 8097 Metro

Page 001

P. 01  
Agenda Item 29

Attachment B

# MICHAEL F. DILLON & ASSOCIATES INC.

PARK EXECUTIVE BUILDING - 925 L STREET - SUITE 1400  
SACRAMENTO, CA 95814 - (916) 448-2196 - FAX (916) 448-4808

September 3, 1996

TO: CLA MEMBERS AND ALL COOPERATIVE LIBRARY SYSTEMS  
FROM: Mike Dillon, Lobbyist  
RE: CAPITOL UPDATE

## I. 1/8 CENT SALES TAX BILL REVIVAL FAILS

On Saturday afternoon we informed you that a last minute attempt to revive SB 1958-Mello, the 1/8 cent sales tax bill for library services, was a possibility due to the introduction of twelfth-hour amendments by Senate Democrats into a measure by Assemblywoman Valerie Brown. AB 3222-V. Brown was amended to include the language of SB 1958-Mello, a utility tax measure by Senator Hurtt, and Senator O'Connell's SB 1590, which was a bill to find a resolution to the Guardino issue (killed earlier in the session).

The bill had been referred for brief hearing in the Senate Appropriations Committee on Saturday, and passed on a vote of 7-0 to the Senate Floor. AB 3222 then passed the Senate Floor on a vote of 23-12. Approaching a midnight deadline for the passage of all majority vote bills, the bill was immediately transmitted to the Assembly for vote. Unfortunately, a gambling measure in the Assembly, and a strong Assembly vs. Senate battle on the issue, held up the bill, along with approximately six other key measures that had also come from the Appropriations hearing. By the midnight deadline, AB 3222 hadn't been heard and subsequently died on the file. Given the Assembly Republican's stance on Guardino, the measure would have likely been defeated in any event.

## II. AB 365-HANNIGAN KILLED IN COMMITTEE

Late Friday evening, the Assembly Revenue and Taxation Committee met to hear AB 365-Hannigan, which had been referred to Committee by the leadership. The bill would have allowed Solano County to impose a 1/8 cent sales tax to provide funding for countywide library programs and operations, by a 2/3rds vote. Assemblyman Steve Baldwin (R-El Cajon), who is also the Chair of the Assembly Education Committee, asked Hannigan how many high schools, community colleges, and universities Hannigan had in his district. "The reason I ask this," said Baldwin, "is every time I hear comments about library needs, then there is never a discussion on using the resources of those community colleges or school libraries." Assemblyman Jim Cunneen (R-San Jose) noted that he had supported a similar bill of Assemblyman Hannigan's before, and was not opposed to the tax effort as "as long as locals meet the high vote threshold."

Post-It® Fax Note	7671	Date	9/3/96	# of pages	2
To	MCLS/SLS Directors	From	MCLS HQ		
By	Ron Hayden Huntington Beach PL	Co.			
Phone #	Rob Richard Santa Ana PL	Phone #	918/683-8244		
Fax #	Sue Curzon, CSUN	Fax #	918/683-8097		

09/03/96 19:32:50  
SEP-03-96 TUE 17:21

-&gt; 818 683 8097 Metro

Page 002  
P. 02

Agenda Item 29  
Attachment B  
Page 2

The state shouldn't play 'Mother-May-I' anymore. But the bill is not going to pass today, especially because of the Guardino issue." He asked the legislature to seriously consider a bi-partisan effort towards a comprehensive local control issue next year. (Chairman Nao Takasugi acknowledged that such a hearing would be scheduled during the interim.) Assemblyman Hannigan was unable to obtain the necessary votes to send the measure to the Floor, and the bill died in committee.

### III. CONSTITUTION REVISION COMMISSION FAILS BY OVERWHELMING MAJORITY

After more than two years of hearings and public forums by the Constitution Revision Commission, when the session came to a close on Sunday morning, the last item to fail passage in the Senate was ACA 49-Isenberg, the Revision Commission Conference Report. Over the last week and a half, the Conference Committee on ACA 49-Isenberg/SCA 39-Killea had watered down the proposals so significantly, that out of the 35 major recommendations, only 10 survived to be included in the legislation. Of interest to CLA members was the proposal to mandate that counties develop a local community charter for the overhaul and re-configuration of how services are delivered, while further mandating a required 5-10% consolidation process for special districts. While ACA 49 deleted the community charter, it did, however require that the Governor submit, and the legislature adopt, a comprehensive realignment plan by 1998.

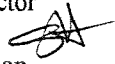
When the bill was finally taken up around 12:30 a.m. on Sunday morning, Senator Killea said in her floor statement that the attempt to revise the Constitution was "like that of a pole vaulter who set the bar too high. The bar is now at knee level and impossible to crawl under," referencing the very thinned down proposal. Added Killea, "Unless we get something out there now, [the public] will say, 'You worked on this for two years and you produced nothing.'" When the vote was taken for the first time, Killea was only able to obtain 8 "aye" votes. Moments before Senator Lockyer moved to adjourn the session for 1996, shortly after 1 a.m., he asked Senator Killea to lift her call on ACA 49. The final vote stood at 9 "ayes" and 17 "noes," far short of the 27 votes needed for passage. Because the measure needed to pass both houses, the vote in the Senate immediately killed the bill in the Assembly as well.

### IV. OTHER ITEMS OF INTEREST

SB 1531-Marks (\$250 million library bond): In the final weeks, this measure never moved from the Assembly Appropriations Suspense file. Bonds, in general, did not fare well this session, with the exception of a \$900 million water bond, which passed several weeks ago. The library bond, prison bonds, and school bonds were all defeated in committee or on the Floor.

SB 1001 and AB 2797 (ERAF): Both measures, which would "freeze" ERAF shifts at 1996-97 levels, and limit ERAF funds for special education to \$2.5 million in 1996-97, passed both Floors of the legislature. The package is on its way to the Governor.

SB 1998-Mountjoy and AB 1067-Margett (county free library withdrawal): The companion measures would require Los Angeles County to transfer back to their city or library jurisdiction wishing to withdraw from the county free library system, that portion of the property tax proceeds attributable to properties located within the city or library district being used for county free library purposes. The Margett measure addresses issues such as fair market value of the facility and of the personal property. Both measures are on their way to the Governor.

TO: Elizabeth Minter, Library Director  
 FROM: Suad Ammar, Principal Librarian   
 DATE: September 17, 1996  
 SUBJECT: **Program Committee Report for the Month of August 1996**

<b>DEPARTMENT</b>	<b>AUGUST 1996</b>	
	<b># of Programs</b>	<b># of Attendees</b>
<b>Adult Services</b>		
Pride Council	N/A	N/A
<b>Children's Services</b>		
Story Hour	7	104
<b>Literacy Services</b>		
Citizenship Test	1	18
<b>Total</b>	<b>8</b>	<b>122</b>





TO: Elizabeth Minter, Library Director  
FROM: Cyrise Smith, Children's Librarian *cms*  
DATE: September 17, 1996  
SUBJECT: Children's Services Report

Library Card Sign Up-Library card sign up month in the children's Department is well underway. It is our goal to encourage every child that does not already have a library card to get and use one. Flyers describing activities and services in the Library were delivered to the Placentia Elementary Schools to be given to each student. Each flyer contained a special bookmark. Each child who signs up for a library card in the month of September will receive a special pencil and be entered into a contest to win a paperback book. Twenty children's names will be drawn as winners.

Writing Contest-Flyers for the Writing Contest sponsored by the Friends of the Library and the Measure W Campaign Committee have been mailed to children in the city of Placentia who were registered for the Summer Reading program, and who completed at least 4 weeks of reading. This flyer asked the children to write a few sentences or a short paragraph finishing the statements "I like coming to the Placentia Library because..." or "the best thing about the Placentia Library is...". Every child who returns a statement to the library receives a pencil and is entered in a drawing to win a lovely hard bound dictionary and a seat riding on the fire truck during the Heritage Day Parade. Nine children will be chosen as winners, one from each grade level Kindergarten through eighth grade.

Camp Read S'More Stories-Preschool Storytimes-These twice weekly programs for children ages 3-6 continue to be a very visible and popular part of our service to children. Stories, songs, finger plays, movement activities, and crafts are part of the fun each week. There were seven storytime sessions conducted in August and they were attended by 104 children.

Summer Reading Program "Camp Read S'More"-This summer's reading program has been a great success. There were 1,051 children enrolled, and each child that enrolled received a Camp Read S'More book log, button and bookmark. The book logs, bookmarks and buttons were all provided by Wells Fargo Bank. As the children read they earned "acorns" and were then able to trade the acorns at the Trading Post for prizes. Super balls, bracelets, rings, sticky hands, glow-in-the-dark dinosaurs, and paperback books were some of the prizes available. The toy and book prizes were all provided by the Friends of the Library. Also available as prizes were food coupons provided by local area businesses. The McDonald's, In & Out Burger, Carls Jr. and Jack in the Box coupons were very popular with the children.

There were 455 children (43% of the total registered) who completed the required four weeks of participation in the program with a minimum of three books read per child, each week. The children that completed the four weeks received a certificate of recognition from the Library, a free meal from the Whole Enchilada restaurant, and were entered in the drawing for the stuffed bull and a copy of the children's book "The Story of Ferdinand"

as well as other prizes donated by local businesses.

Below are the statistics for the 1993-1996 Summer Reading Programs. According to our registration records for the 1996 Summer Reading Program, the largest group of participants fell into the 6-8 year old category, with 412 children participating. The age category with the largest percentage of participants finishing the program was the 2-5 year olds, with 55% of the children registered finishing the program.

Ages	<u>Number of Participants</u>	<u>Percent Completing</u>
2-5	232	55%
6-8	412	46%
9-11	316	35%
12 & up	79	33%

**STATISTICS FOR SUMMER READING PROGRAMS  
1993-1994-1995-1996**

	1993 Top Hat and Tales	1994 Reading Rodeo	1995 Paws to Read	1996 Camp Read S'More
Number Enrolled	1,131	924	1,057	1,051
Number Finishing	298	338	352	455
Percentage Finishing	26%	37%	33%	43%
Number of Wednesday Programs	12	10	8	7
# Attending Wednesday Programs	623	722	873	922
Number of Preschool Storytimes	12	4	15	15
Number Attending Storytimes	271	105	404	227

TO: Elizabeth Minter, Library Director  
FROM: Cheryl Willauer, Library Assistant  
DATE: September 17, 1996  
SUBJECT: Publicity materials produced for August 1996

**Information on the Placentia Library cable channel #53:**

1. Placentia Library Trustees.
2. Friends of the Library on-going booksale.
3. Holiday closing for Labor Day - September 1st and 2nd.
4. Placentia Library Literacy Services offering INS-approved citizenship examination..
5. Literacy asking for volunteers to take the tutor training program.
6. Camp Read S'More" Summer Reading Program.
7. Library Hours.
8. August quotes.
9. Library tax Measure W on November ballot.

**Newspaper articles published:**

1. Library trustees place tax on ballot
2. George Key 100th birthday commemorated.
3. Cyrise Smith, new children's Librarian hired at Library.
4. Placentia Public Library will hold a Donors Reception Friday.
5. Councilwoman Maria Moreno is hosting a community forum; topics include the Library budget.
6. Library subscribes to want ad service.
7. List of residents who have filed papers to run for Library trustee.
8. Irvine mulls sweetened library offer.
9. Irvine debates withdrawing from county library system.
10. Irvine decides to stay with O.C. library system.
11. Privatization of libraries no sure thing.
12. Not going by the book, O.C.'s top librarian.

**Placentia Library Newsletter:**

Attached are the copies of the two pages published in the Fall edition of the Placentia Quarterly

## **pacific clippings**

post office box 11789  
santa ana, calif. 92711

Placentia News  
Weekly

AUG - 3 1996

Agenda Item 32  
Page 2

# **Library trustees place tax on ballot**

By Sharilyn Miller  
Placentia News-Times

<sup>302</sup> Placentia Library District trustees and volunteers are hopeful that a proposed tax to bolster the library's shrinking budget will help save its programs and services from future cutbacks.

During a special meeting Sunday, the library board, with board president Peggy Dinsmore absent, unanimously approved placing the proposed special assessment on the Nov. 5 ballot.

Library Director Elizabeth

Minter said the proposed assessment would mean a yearly charge of \$29 per single-family residence, \$24 per apartment, \$70 per commercial parcel under 10,000 square feet, and \$100 per commercial parcel 10,000 square feet and over. Minter said property-tax paying residents with incomes under \$15,000 would be exempt from assessment.

"The sources of our revenue are limited," Minter said, explaining that 85 to 90 percent of the library's operating budget comes from local property taxes

which were cut in half when the state raided these funds in 1993 and 1994.

As a result the library reduced its staff, shut its doors on Fridays, reduced its book budget from \$156,000 to \$36,900 and cut back its hours of service from 65 per week to 44.

If the tax passes in November by a two-thirds majority, it will generate about \$460,000 per year in proceeds which cannot be raided by the state or the county

for purposes outside library support. The tax would remain in effect for five years; an extension would require another voter approval with a two-thirds majority.

If the tax doesn't pass, the library will be forced to further reduce staff, hours of public service, programs, and books, Minter said.

About 30 residents attended the public meeting Sunday. Seven residents spoke in favor of the tax, although some had reservations. Olga Luquia, a 35-year-resident of Placentia, expressed doubts the tax would pass in November because so many residents in the district have growing families with tight budgets.

Trustee Ray Evans said the tax was needed, expressing frustration with the lack of new books at the Placentia Library.

"I find myself now going to the Yorba Linda Library to get new books," he said. "I can't get them at my library. I find that bizarre."

## **pacific clippings**

post office box 11789  
santa ana, calif. 92711

The Register  
Daily

AUG 24 1996

### **PLACENTIA 322**

Founding father George G. Key's 100th birthday will be commemorated at Historic George Key Ranch from 10 a.m. to 4 p.m. today. The citrus ranch where George G. Key (1896-1989) and his seven siblings were born was established by their parents in 1893. Key family members occupied the ranch until 1989, when it was turned over to the county as a historic landmark. Admission is \$3 for adults and \$2 for children 12 and younger. The ranch is at 625 W. Bastanchury Road. For more information, call (714) 528-4260.

- Sharilyn Miller/(714) 704-3704

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

Placentia News  
Weekly AUG 2 1996

## *A Pleasant* **PLACE**

A Pleasant Place is devoted to two pieces of good news each week. If you have any ideas or items, please mail them to City Editor Gus Santoyo, 1771 S. Lewis St., Anaheim, 92805 or fax them to Gus at 704-3714.

332

### City gets new children's librarian

She's a new face in the community, but destined to become a familiar one to little tots and big kids throughout the Placentia library district: Cyrise Smith, 31, children's librarian.

Cyrise (pronounced Sir-eece) Smith was recently introduced to the community by Library Director Elizabeth Minter.



SMITH

"She'll greatly enhance the children's department at the Placentia library," Minter said, commenting on Smith's enthusiasm and knowledge of children's literature.

Smith's background includes four years of preschool teaching and a bachelor's degree in child development from California State University, Fullerton. She's currently earning her master's degree in library science from San Jose State University through a satellite program at CSUF.

"I'm hoping to bring even greater quality children's programs to the library," she says. "I hope to increase the book collection geared for children."

In her spare time Smith enjoys socializing with friends, in-line skating, and — not surprisingly — reading. Some of her favorite authors write (or wrote) for children: Sid Fleischman, Helen Oxenbury, Shel Silverstein, Laura Ingalls Wilder.

Previously a 25-year resident of Yorba Linda, Smith now resides in Anaheim Hills with her mother.

## **pacific clippings**

post office box 11789  
santa ana, calif. 92711

The Register  
Daily

AUG - 9 1996

### **PLACENTIA 332**

The Placentia Public Library will hold a reception Friday in honor of all those who since 1993 have donated to the several programs that help the library buy books, library director Elizabeth Minter said. Donor funds purchased 1,368 books for the library during the past three years as well as sponsoring 26 magazine subscriptions, Minter said. The event, which celebrates the successful inaugural years of the Placentia Library Foundation, will include refreshments and entertainment by Miss Placentia Stephanie Baldwin, who will sing, and by Vick Knight, author and humorist, who will speak. The reception will be held from 6:30 to 8:30 p.m. at the library, 411 E. Chapman Ave. For more information call 528-1906.  
- Ann Pepper/(714) 704-3777

## **pacific clippings**

post office box 11789  
santa ana, calif. 92711

The Register  
Daily

AUG 27 1996

### **PLACENTIA 332**

Councilwoman Maria Moreno is hosting a community forum at 6:30 p.m. Thursday in the Powell Building, 143 S. Bradford Ave. Residents are invited to air their views on topics of concern in Placentia: the proposed daytime curfew for children ages 6-18, ways to improve the community, and issues related to the library, which faces a severely restricted budget. Call (714) 996-8035.

- Sharilyn Miller  
(714) 704-3704

## **pacific clippings**

post office box 11789  
santa ana, calif. 92711

The Register  
Daily

AUG 14 1996

### **PLACENTIA**

Cyris Smith, a former pre-school teacher, has joined the Placentia Library District as the new children's librarian. Smith, 31, of Anaheim, is working on a master's degree in library science.

- Ann Pepper  
(714) 704-3777

## **pacific clippings**

post office box 11789  
santa ana, calif. 92711

Placentia News

Weekly AUG - 8 1996

### **Placentia Library District**

The following is a list of residents who are considering or have filed papers with the registrar of voters to run for office in the Placentia Library District. The election is Nov. 5; the deadline for filing is Aug. 9. Candidates must reside in the district.

#### **Who filed**

Margaret (Peggy) Dinsmore, retired, filed July 15

Robin Masters, librarian, filed July 18

Jean Pappas, filed Aug. 2

Heith Rothman, student, filed July 16

Al Shkoler, 59, manager, filed July 29

#### **Who pulled papers**

No one other than Dinsmore, Masters, Pappas, Rothman and Shkoler

#### **Who's up for re-election**

Margaret (Peggy) Dinsmore, unknown age, retired

Robin Masters, unknown age, librarian

Al Shkoler, 59, manager

## Irvine debates withdrawing from county library system

332

**CITIES:** There's no guarantee the O.C. would return \$2.8 million in tax revenue.

By **NANCY LUNA**  
The Orange County Register

IRVINE — Whether the city's two libraries will stay in the Orange County Public Library system remained unresolved late Tuesday as the City Council met into the night on the issue.

The issue centered on concerns that Irvine isn't getting enough in return for the \$2.8 million it contributes to the county system and that property owners are subsidizing branches outside the city.

The debate came five days after county Librarian John Adams unveiled a plan that would give Irvine \$176,000 more for library services if it stayed.

Drastic reductions at other

county branches would be likely if Irvine withdrew.

A withdrawal also would force Irvine to negotiate the return of the \$2.8 million, books and other assets.

The county Board of Supervisors, under state law, is not obligated to return the tax money.

Before the meeting, Councilwoman Christina Shea said she was advised by the city attorney that Irvine likely would get only 50 percent of its taxes returned if it withdrew.

Under that scenario, Irvine would not be able to run its two libraries at current levels of service.

"Financially, it's not feasible," Shea said.

A majority of the council agreed that Adams' offer was long overdue, but officials remained cautious.

"I don't want (the offer) to be a temporary fix just to shut us up," Councilman Barry Hammond said before the meeting.

The Register  
Daily

AUG 22 1996

## Irvine decides to stay with O.C. library system

332

**LIBRARIES:** Cities relieved by Irvine's vote not to split off.

By **NANCY LUNA**/The Orange County Register

IRVINE — Some cheered. Others caught their breath. And one stressed librarian finally sighed in relief.

Irvine gave the troubled Orange County library system a second chance Tuesday night by voting to stick with it. The news spread quickly Wednesday, with many saying the vote likely prevented a rupture of county-run libraries.

"I was taking lots of sighs of relief," head county librarian John Adams said.

The decision ends a threat by Irvine to withdraw from the system because the city pays \$2.8 million in property taxes but gets \$2.3 million in library services.

Adams stepped in last week with an offer too good for Irvine to pass up: \$176,000

more in services.

Other cities in the system applauded Irvine's decision.

"This thing could have spiraled to oblivion" if Irvine pulled out, said Brea Mayor Burnie Dunlap.

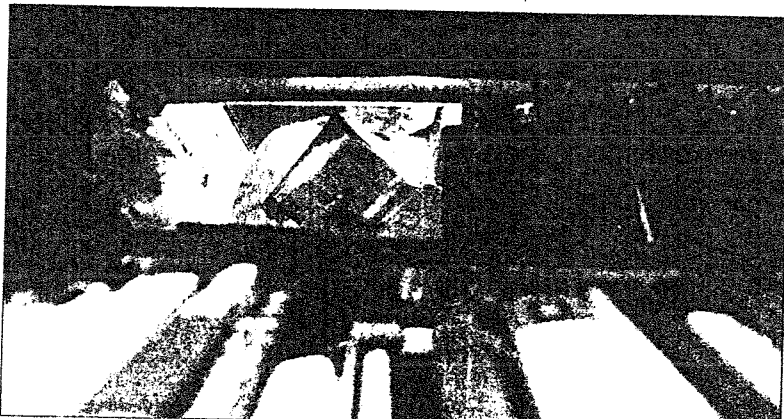
The plan adjusts the distribution of revenue, giving priority to cities that pay more taxes and have regional branches.

Costa Mesa officials conceded that their eyes were on Irvine.

"I know if Irvine pulled out, we would have been on the phone with them in minutes, saying, 'Do you want to form a committee?'" Costa Mesa Councilwoman Sandy Genis said.

La Palma City Manager Daniel Keen cheered the news Wednesday.

"If (the system) falls apart, that might mean La Palma might not have a library," he said.



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JEFF GRITCHEN/The Orange County Register

**LIBRARIES'  
NEW  
CHAPTER?**  
More county money could mean more convenient hours for residents such as Estelle Schubert, browsing at the University Park branch.

## Irvine mulls sweetened library offer

**CITIES:** If accepted, county's funding plan could mean expanded hours, Internet access.

By **NANCY LUNA**  
The Orange County Register

IRVINE — The city's two libraries soon could be open Sundays — a first for county branches since 1978 — and book-worms could surf the Internet, City Council members learned Friday.

For Irvine, a revamped Orange County Public Library plan sweetens the pot to the tune of \$176,000 — enough money to

open Heritage Regional Park and University Park libraries from noon to 5 p.m. Sundays and to add Internet access, said county Librarian John Adams.

It's a tempting pitch for Irvine — a city on the brink of dumping the cash-poor system. A vote on whether to withdraw is expected Tuesday night.

"I don't think we can pull out," Councilwoman Christina Shea said Friday after learning of the county offer.

In the first visit to one of the 21 cities the system serves, Adams explained the equity plan to City Manager Paul Brady during a closed-door meeting Thursday. Brady briefed council members

Friday on the \$176,000 gain.

The equity plan means cities such as Irvine would get more money because they have greater property-tax bases and populations and have regional branches.

But San Juan Capistrano saw its budget slashed by \$125,000, and it's still the highest per-capita subsidy of any of the libraries.

"The numbers are a surprise to us," said San Juan Capistrano City Manager George Scarborough, declining to comment further about Irvine.

The county Board of Supervisors will vote on the plan by December.

Please see **LIBRARIES Page 2**

FROM 1

Adams said Irvine would have control of its library budget, but recommended the extra money be used on technology and Sunday staffing.

"This would mark the first time a county-operated library would be open on Sunday since 1978," Adams said.

City-run libraries in Newport Beach and Placentia are open on Sundays.

Shea said it would be difficult to refuse such a lucrative offer, but other council members remained cautious.

"The offer is intriguing," said

Mayor Mike Ward. "I want to know how long-term it is."

Councilman Greg Smith shared the same concern, saying county library revenues continue to tumble. In 1993, the county library budget was \$27 million, compared with \$17.4 million come January.

"I am going to approach this with an open mind," Smith said. "But we need to realize that the deck is stacked against them."

At \$2.8 million, Irvine is the largest tax contributor to the system. It's considered a "donor city" because it gets \$2.3 million in library services, subsidizing

other county branches by about \$500,000 — which is why Irvine is threatening to withdraw from the system.

For several weeks, the council has discussed three options: operating its own libraries, forming a joint powers authority with other south-county cities, or forming a partnership with the local school district and Irvine Valley College.

The choices, recommended in a \$10,000 library study, will be discussed Tuesday night.

But Shea said bailing out could be disastrous if the supervisors refuse to return 100 percent of the

city's property taxes.

The county, under state law, is not obligated to return the \$2.8 million, books and other assets. It is obligated to negotiate.

However, Adams said: "The board is not in the position to give things away."

For that reason, Irvine has a difficult decision to make Tuesday.

"It definitely will be a blow to the county if they pull out," said Eleanor Humphrey, chairwoman of the Costa Mesa Library Service Committee. "Some of the smaller cities are already on

Irvine resident Robert Chapman, 76, said he does not support a withdrawal.

"I think they can rightfully take credit for pushing the county along," said Chapman, who visits his libraries five times a week.

But Smith and Ward said they were not sure that Irvine was a big winner.

"I'm still not convinced that with the present system, that even with the sweetening of the pot, that our citizens get the most



## Privatization of libraries is no sure thing

332  
The editorial "The book on privatizing" [Opinion, Aug. 2], concerning the alleged "privatization" of the Palm Springs library, is filled with inaccuracies and misinformation, if not actual disinformation. Responsible journalism — sending a reporter to the scene to determine the facts of the situation in Palm Springs — rather than citing an outdated, erroneous, and perhaps biased "authority" — would have determined the following:

The Palm Springs Public Library is alive and well. It is still publicly supported by the taxpayers of that city of 42,000. None of its management or services or income production has been privatized. Its current annual budget is a bit over \$1.5 million, all of which was derived from city of Palm Springs taxes and foundation endowments. Its circulation in 1994 was 525,366 and a bit higher in 1995.

As to the alleged "privatization" of the old Welwood-Murray branch in downtown Palm Springs: Because of severe lack of shelf space and parking limitations, as well as the necessity to save taxpayers' money stemming from the excessive costs in air-conditioning and maintaining an old building and so on, in 1992 the Palm Springs library decided to close it as a public library branch.

The Palm Springs Public Library, a mile away on 330 S. Sunrise Way, with ample parking and full circulating privileges, more than fills the gap caused by the closing of the antiquated Welwood-Murray building.

Nostalgia-driven volunteers then took over the physical building. While no one knows the exact number, the building contains a mere 5,000 contributed books, none of them catalogued, very few of them current or up to date. There is little or no money for current book purchases. Shelving is haphazard and random. Books may circulate for a period of one week, assuming a volunteer is present to check them out, an assumption that has often proven incorrect. The very few contributed magazines do not circulate. There is no card catalog or reference facilities. The building also serves an unofficial visitor's center, and it is open only sporadically when volunteers are present.

In no sense could it be assumed that this totally inadequate structure and its paltry contents serves the people of Palm Springs as a "library."

A reporter on the scene also would have soon learned that this haphazard reading room is, in fact, completely closed for the month of August because fewer than six to eight "patrons" a day were using its facilities. A few more questions and the reporter would also have ascertained that the Palm Springs Public Library is averaging over 1,100 patrons a day — even in the heat of August — and shows far higher figures during the winter months.

Similarly a good investigative journalist would easily have discovered that the Welwood-Murray site is prime property in the heart of Palm Springs, worth perhaps up to a million on the real estate market. "Privatization" has meant its loss to private developers as a commercial location. This loss has thus entailed an annual extra cost to the taxpayers who must now shoulder the tax burden that a commercial enterprise on the site might otherwise have provided.

Furthermore, the reporter might well have noted that the money derived from the sale of that property could either have been used to lessen the overall tax burden or could even have provided the Palm Springs Public Library with a substantial endowment — also decreasing the cost to the taxpayers.

As a private citizen, I determined these facts with a few phone calls. Why could not the *Register* have done the same thing?

**Dr. Willis E. McNelly**  
Fullerton

Mr. McNelly is president of the Fullerton Public Library Board of Trustees.

**Editor's note:** We didn't say that only private libraries work, that private libraries have no defects, or that no public libraries are worthy.

We were only saying that, with taxation levels at a stultifying 50 percent for the average citizen, privatization might be one way to reduce that tax burden by providing a service in an alternative, private way. If people did not have half their money grabbed involuntarily by government, they would have a lot more left to give voluntarily to improve Welwood-Murray and other private libraries.

It also is worth noting that the public Palm Springs Library Center gets an average of \$300,000 a year in private funds (and even more than that last year: \$800,000 for a special renovation project.) This is a move toward privatization. According to Library Director Henry Weiss, the center also has a new, five-year budget with the city, limiting cost-of-living increases to 1 percent per year, below the 3 percent annual inflation rate. Effectively, that's a 10 percent reduction in reliance on the taxpayers' money over that period. Any increased income for the budget will come from private donations. At that rate, the public library itself

NEWS FOCUS

# NOT GOING BY THE BOOK

332

**GOVERNMENT:** O.C.'s top librarian is using unorthodox methods to cope with budget cuts.

By ANN PEPPER  
The Orange County Register

Everything in Orange County Librarian John Adams' 18-year career had prepared him for what seemed to be a dream job: leading a well-funded, technologically forward-thinking, fast-growing, sunny-California library into the 21st century.

It hasn't quite worked out that way.

"Clearly, I came with expectations of tremendous opportunities to do tremendous improvements with this library," Adams said Wednesday. "And basically, I thought it would be easy — given the available money and the mood of the community.

"Instead, what has developed is what I hope is certainly the most difficult and challenging moment of my career."

Instead of working toward the state-of-the-art, cutting-edge library everyone envisioned for Orange County in 1991, Adams has \$10 million less to run the 27-branch system than when he arrived. The money squeeze has



YGNACIO NANETTI/The Register

**DRIVING FORCE:** John Adams poses with his 1966 Cadillac Sedan de Ville, part of what he calls his 'economy fleet.'

left him struggling just to keep branches staffed and open.

He's also found himself in the unusual position — for a librarian — of being controversial.

If the rescue plan proposed for the library wins approval, its impact will be felt countywide this January by students, business-people, job seekers and casual book-stack browsers alike. Adams expects hard times ahead.

He says he still wants the job.

Adams, 46, drives from his Anaheim home to work in Santa Ana each day in whichever of the cars in his personal three-car "economy fleet" is running.

This week the 1988 former Illinois State Police Chevrolet is in the shop, so he's got the wide, white 1966 Cadillac Sedan de Ville.

"I figured when I bought it, if I ever ended up having to sleep in my car at least I'd have a two-bedroom home," Adams said.

No one, including Adams — who earns \$86,000 annually — seems fully able to explain his choice of transportation.

"It beats the heck out of me," Adams' boss, county General Services Director Bob Griffith, said with a chuckle. "John's certainly not the typical Orange County person impressed with image. That's not John."

What does impress Adams is clear as he talks about his first year as library director — a job that came with the chance to spend \$2 million on the best library computer he could find.

"It was an opportunity to tackle the challenge that lies before the whole library profession — to be on the cutting edge," said Adams, a tall, lean man with a mustache, round glasses and a cigarette habit he is perpetually trying to break.

"We're at a historic moment of technological change, possibly not as important as the invention of printing, but a close second," he said.

To stay relevant, libraries have to deliver ever greater amounts of information electronically, Adams said.

"In Orange County, we lucked out. We bought the computer before the roof fell in."

That first year Adams also began making changes: retaining viable cultural programs and cutting what he considered bad ideas, such as loaning first-run videos.

"John felt the private sector shouldn't be undermined by the public where the private could do the job just as well," said Bert Scott, the former GSA director who hired Adams. "Government has its own role ... and should stick to that, was his feeling."

But while Adams busied himself giving the library an orderly foundation, its financial roof

# PLACENTIA LIBRARY DISTRICT NEWSLETTER

## PROGRAMS FOR CHILDREN

### *Wander Around the World*

October 7 through November 25

#### Pre-School Story Time

Ages 4-6

Monday, 1:00 - 1:45 P.M.

or

Thursday, 10:30 - 11:15 A.M.

Children enjoy stories, crafts, puppets, flannel boards, movies and lots of fun.

No registration required.

#### Lapsit Stories

Ages 2-3

Monday, 2:00 - 2:30 P.M.

Toddlers and moms enjoy stories and songs.

No registration required.

#### After School Specials

Ages 7 - 13

Wednesday, 3:45 to 4:45 P.M.

Crafts, stories and games

October 9 through November 27

Registration required.

### 10th Annual Camp Library

In observance of Children's Book Week, a National Celebration to encourage children's enjoyment of reading, the Placentia Library Children's Department will host the Tenth Annual Camp Library.



Children, ages four to twelve accompanied by a parent, will spend the night in the Library on Friday, November 22, 1996 from 7:30 P.M. to Saturday, 7:30 A.M.

The event will begin with special entertainment. Games, a scavenger hunt, crafts, movies and lots of food and fun will

be enjoyed by the families throughout the evening. Campsite songs and stories will round out this annual family event.

Bring your sleeping bag, pillow and favorite teddy bear and come prepared to have a great night in the Library! Registration begins on Monday, October 28th and is limited to the first 50 children at a cost of \$3.00 per person. Continental breakfast is included!

Camp Library is sponsored by The Friends of Placentia Library

### SEPTEMBER is "Every Child a Library Card Month"

Every child getting a new Library card in September will receive a free pencil from the Children's Department.

### Placentia Commemorative Afghan

The Placentia Library Foundation can help solve your Christmas shopping problem. A unique cotton woven coverlet, in green or blue, with scenes of our city can be ordered at the Library. A sample is available at the circulation desk along with the order forms. The cost is \$50. plus CA sales tax. All prepaid orders must be received prior to October 1, 1996.

### Children's Drama Production

Students from El Dorado High School, under the direction of Gai Jones, will present a play especially for children.

Tuesday, November 12

7:00 P.M.

#### Library Meeting Room

Come early, space is limited. For more information please call the Children's Department at 528-1906 Ext. 212.



### Authors' Luncheon

The Friends of Placentia Library earned \$8,000 from last year's authors' luncheon that benefited the Adopt-a-Book Program.

Mark your calendar and plan to attend the next luncheon to be held on March 1, 1997.

### Used Book Sales

Your donations and subsequent used book sales' proceeds provided the Friends with the greatest annual receipts. The Board of Directors determined, based on a staff wish list, to obtain a refrigerator, a voice mail system and a lettering devise for the children's department. We continued our level of support for the children's reading incentive programs, staff and volunteer recognition programs, and special program events such as National Library Week.

### Membership Drive

Look for our annual membership drive mailing. Our goal is to double our membership. We need your support, please join or renew your membership. The Friends and the Library thank you.

## PLACENTIA LIBRARY DISTRICT

Reference Services, Reserves & Telephone Renewals

528-1906

### HOURS

Monday - Wednesday . . . . . 12:00 NOON - 8:00 P.M.  
Thursday . . . . . 10:00 A.M. - 6:00 P.M.  
Friday . . . . . CLOSED  
Saturday . . . . . 10:00 A.M. - 6:00 P.M.  
Sunday . . . . . 1:00 - 5:00 P.M.



## PLACENTIA LIBRARY TELEPHONE EXTENSION NUMBERS

Extension numbers listed below may be used as soon as the greeting begins.

Administrative Office . . . . .	202
Adult Reference Desk . . . . .	209
Circulation Desk . . . . .	210
Children's Desk . . . . .	212
Computer modem access . . . . .	5
Friends of Placentia Library . . . . .	202
Hours . . . . .	1
Library Card Information . . . . .	6
<i>when message begins press 4, then press 2</i>	
Literacy Office . . . . .	213
Meeting Room Reservations . . . . .	202
Placentia Library Foundation . . . . .	202
Renewals . . . . .	6
<i>when message begins press 1</i>	
Reserve Requests . . . . .	209
Volunteer Coordinator . . . . .	201



## VOTE

Bill Jones, Secretary of State, State of California believes every citizen of California should vote in the November election. To help everyone get registered in time to vote, his office is providing a toll free number to request a voter registration form.

The English toll-free number is 1-800-345-VOTE

The Spanish toll-free number is 1-800-232-VOTA

The last day to register to vote for the November 5, 1996 Presidential Election is October 7.

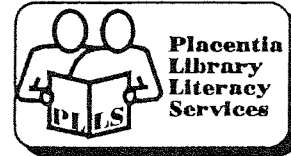
The Library has registration forms available at the reference desk. If you can't pick one up at the Library, be sure to call the toll-free number.

## RESEARCH TIME

The Library has special collections and reference tools to aid students in their research. The Social Issues Research Series (SIRS), World Book Encyclopedia, Los Angeles Times and Orange County Register are available on CD-ROM for quick and up-to-date information.

The Adult and Children's Reference Librarians work closely with teachers and encourage them to alert the Library about major assignments. In this way materials are put aside on special temporary reserve. This helps to ensure that materials will be available when needed by students to complete their homework.

Placentia's professional staff is always prepared to guide students with their research and help them with reference tools and equipment.



If you know someone who needs to improve their basic literacy skills, tell them that free help is available at the Placentia Library.

If you can read, write and speak English, and can meet two hours weekly with an adult learner, consider becoming a volunteer tutor.

### Literacy Tutor Training

Placentia Library Literacy Services will offer a 15 hour training class for prospective tutors this fall.

The class will meet on Tuesdays from 6:00 to 9:00 P.M. beginning October 1 and concluding October 29.

Training is provided without charge to volunteers making a minimum commitment of six months to Placentia Library Literacy Services. Registration for tutors volunteering for other programs is \$30.

To enroll in the class or for more information about the program, please call the Placentia Library Literacy Office at 524-8408.

### Placentia Library Offers INS-Approved Basic Citizenship Skills Examination

Since July 1995, Placentia Library Literacy Services has been administering basic skills exams to immigrants applying for U.S. citizenship, and will continue to offer the examination monthly.

The test will consist of 20 multiple choice questions and a writing section with two dictated English sentences which cover the history and government of the United States. Individuals who pass the exam are given an official "Notice of Test Results" for submittal to the INS with their citizenship application.

Pre-registration is \$24; late and walk-in registration is \$28; however, admission is not guaranteed. To take the exam, individuals must be eligible to apply for citizenship in the next year, must have studied U.S. history and government, and must be at an intermediate or advanced level of English. For more information or to pre-register for the exam, contact the Literacy Office at 524-8408.

#### Exam Dates and Times:

Saturday, September 21 . . . . .	8:30 A.M.
<i>Pre-register by August 25</i>	
Saturday, October 19 . . . . .	8:30 A.M.
<i>Pre-register by September 22</i>	
Saturday, November 9 . . . . .	8:30 A.M.
<i>Pre-register by October 13</i>	

TO: Elizabeth Minter, Library Director  
FROM: Jeannine Walters, Literacy Coordinator *JW*  
DATE: September 17, 1996  
SUBJECT: **Placentia Library Literacy Services Report for the month of August**

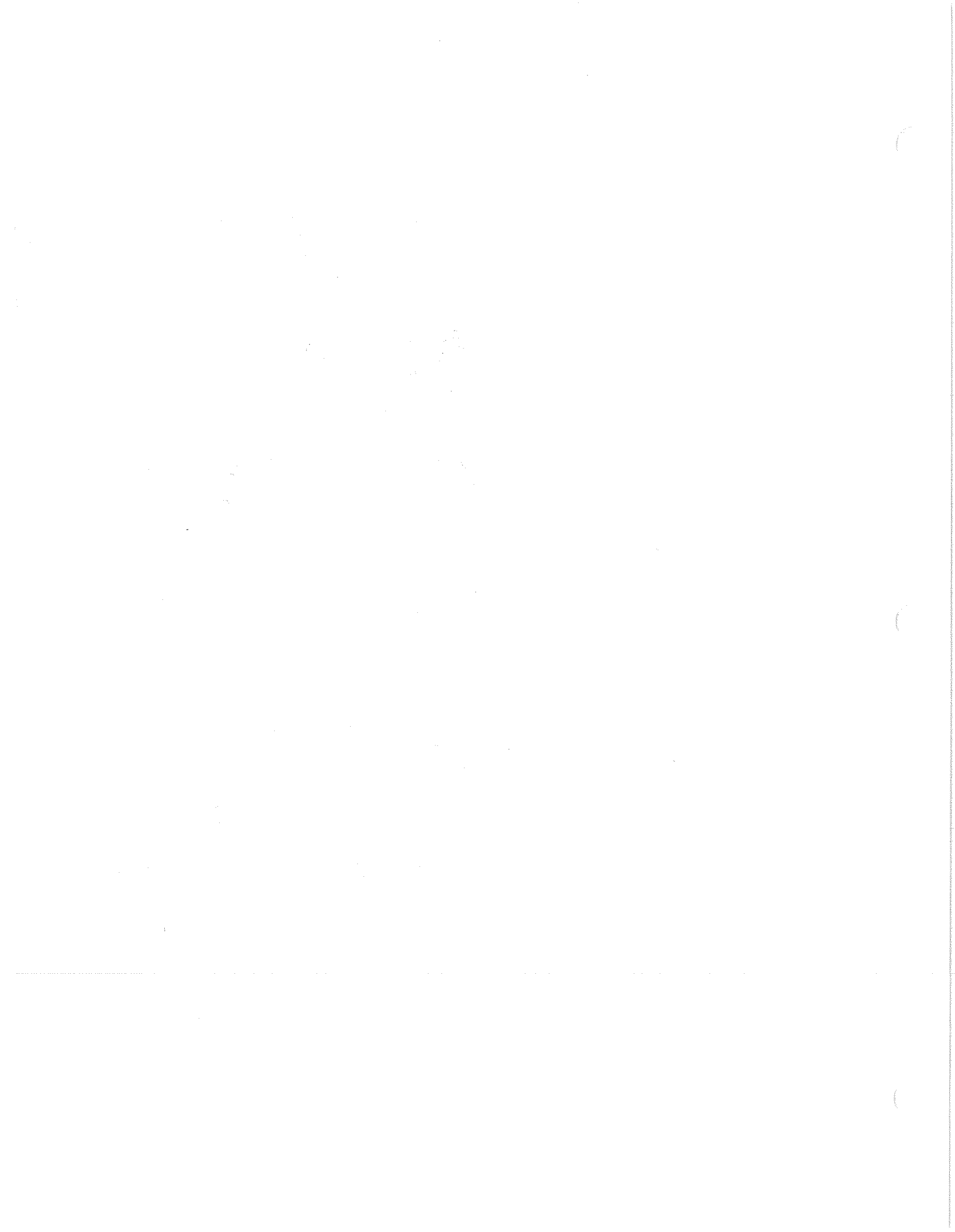
**Program Statistics**

Active tutors: 53  
Active students: 73  
Students waiting to be matched: 37  
Percentage of tutors reporting (August hours): 75%  
Tutoring hours reported: 184  
Other volunteer hours reported: 25  
Total volunteer hours: 209

**Citizenship Exam.** The citizenship exam was administered Saturday, August 24, 1996. Eighteen people took the exam. The next exam is scheduled for Saturday, September 21, 1996.

**Tutor Training.** Registration has begun for the October Tutor Training Workshop.

**Networking.** The Placentia Chamber of Commerce is in the process of publishing a new city map. PLLS was contacted and has purchased advertising space in it.



SAFETY COMMITTEE MEETING  
SEPTEMBER 10, 1996  
MINUTES

Agenda Item 34

I. Call to Order: 4:00 p.m.

II. Members Attending: Jerry Conn  
Esther Guzman  
Jeannine Walters

Members Absent: Cindy McClain

III. Old Business

1. The committee discussed safety regulations that were presented at a Wellness Workshop.
2. The rear staff entrance door continues to be locked during business hours.

IV. New Business

1. Employee identification photographs will be taken on Wednesday, September 11 at City Hall.
2. Committee member Walters will be attending a seminar on workplace safety in Lake Tahoe on September 25.
3. Following the blackout on August 3, patrons were asked to exit the Library building. Staff members were also directed to leave later.

Respectfully submitted,

*Jeannine Walters for*

Jerry Conn

