

AGENDA

REGULAR MEETING

PLACENTIA LIBRARY DISTRICT  
BOARD OF TRUSTEES

March 18, 1997

7:00 P.M.

Library Board Room

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

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

7:30 P.M. ~~John F. ...~~

- 1. Roll Call. Administrative Assistant
- 2. Adoption of Agenda.

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

Presentation: Library Director  
Recommendation: Adopt by Motion

~~Rob~~ John / kel.

- 3. Minutes of the February 25, 1997 Regular Meeting.

Presentation: Library Director  
Recommendation: Approve by Motion

Rob (John)

- 4. Oral Communications.

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

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

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

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

5. Board President Report.

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

Presentation: Library Board President

CACTAC workshop, Sat, Mar 15  
1st vid. conf.

6. Trustee Reports

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

American Books by Jim  
SCUP - Santa Fe Springs  
Al Bennett - 2 Smiths Hall - State City  
Eugene Rasmus - "Hot Tips for Recharge" - Program in  
Library to Support  
Bottom:

7. Friends of Placentia Library Board of Directors Report.

Presentation: President of Friends of Placentia Library

Karin Stain,  
Intellectual freedom presentation

Ray Egan

Director  
Ray Egan  
Karin Stain  
Michelle Anderson

CLAIMS (Items 8 - 11)

Presentation: Library Director  
Recommendation: Approve by Motion

Items 8 - 11 may be considered together as one motion to "Approve the Claims, and Receive & File the General Fund Cash Flow Report." Items may be removed for individual consideration before the Claims are adopted. Items removed must then each have a separate motion.

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

Nonstandard Claims in the amount of \$0.00.

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

Claims forwarded by Library Director in the amount of \$3,340.22.

10. Current Claims and Payroll. (Approve)

Current Claims of <sup>4,825.35</sup> \$4,844.33; Payrolls 3493, 3495 and 3496, for a cumulative payroll total of \$56,520.00.

Combined total of Current Claims and Payrolls of <sup>61,345.35</sup> \$61,164.35

11. FY1996-1997 Cash Flow Analysis and recommendation that no funds be transferred at this time. (Receive & File)

FINANCIAL REPORTS (Items 12 - 17)

Presentation: Library Director  
Recommendation: Approve by Motion

Items 12-17 may be considered together as one motion to approve the Financial Report. Items may be removed for individual consideration before the Financial Report is adopted. Items removed must then each have a separate motion.

Ray Egan

Ray Egan

12. Financial Reports for February 1997. (Receive & File)
13. Office General Ledger & Check Registers for February 1997. (Receive & File)
14. Acquisitions Report for February 1997. (Receive & File)
15. Overdue Collection Report for February 1997. (Receive & File)
16. Debit Card System Reimbursement Report for February 1997. (Receive & File)
17. Gifts Report for February 1997. (Receive & File)

**GENERAL CONSENT CALENDAR (Items 18 - 27)**

Presentation: Library Director  
Recommendation: Approve by Motion

*Items 18 - 27 may be considered together as one motion to approve the General Consent Calendar. Items may be removed for individual consideration before the General Consent Calendar is adopted. Items removed must then each have a separate motion.*

18. Building Maintenance Report for February 1997. (Receive & File)
19. Personnel Report for February 1997. (Receive, File, and Ratify Appointments)
20. Volunteer Report for February 1997. (Receive & File)
21. Circulation Report for February 1997. (Receive & File)
22. Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority. (Receive & File)
23. Legislative report from California Advocates. (Receive & File)
24. Status report on the Orange County Investment Pool (OCIP) issues in the Orange County bankruptcy case as prepared by Patrick C. Shea, Attorney of Record, Pillsbury, Madison & Sutro, LLP. (Receive & File)
25. Summary of Actions taken at the California Library Services Board Meeting of February 20-11, 1997 and an analysis of the meeting from Santiago Library System Executive Director Linda Katsouleas. (Receive & File)
26. Governor's Response to proposed Library of California (Networking) Legislation. (Receive & File)
27. Status report on the preparation of a Strategic Plan for Placentia Library District. (Receive & File)

CONTINUING BUSINESS

*Jan / 1897*

- 28. Selection of Medical Insurance Provider for 1997-1998

Presentation: Library Director  
Recommendation: Determine level of benefit, select vendor, and authorize the Library Director to sign all contract documents.

NEW BUSINESS

*L*

- STAFF REPORTS (Items 29 - 33)

*Jan / 1897*

Presentation: Library Director  
Recommendation: Approve by Motion

*Items 29 - 33 may be considered together as one motion to approve the Staff Reports. Items may be removed for individual consideration before the General Consent Calendar is adopted. Items removed must then each have a separate motion.*

- 29. Program Committee Report for February 1997. (Ammar)
- 30. Children's Services Report for February 1997. (Smith)
- 31. Publicity Materials produced for February 1997. (Willauer)
- 32. Placentia Library Literacy Services Report for February 1997. (Matas)
- 33. Safety Committee Minutes for February 1997. (Matas)

ADJOURNMENT

- 34. Agenda Preparation for the March Regular Meeting which will be held on March 18, 1997.
- 35. Review of Action Items. *> ~~Review of Action Items~~. Time & meeting.*

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

- 36. Adjourn

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

I, Charlene Dumitru, Administrative Assistant for the Placentia Library District, hereby certify that the Agenda for the March 18, 1997, Regular Meeting of the Library Board of Trustees of the Placentia Library District was posted on Thursday, March 13, 1997.

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### CALENDAR FOR LIBRARY BOARD OF TRUSTEES

Mar 19 (Wed)	Mike Belote, California Advocates, Library Board Room, 3:00 P.M. (Trustees and Minter)
Apr 7 (Mon)	Friends of Placentia Library Board Meeting, 7:00 P.M. (Stark)
Apr 13-19	National Library Week
Apr 16 (Wed)	Friends Annual Membership Meeting and Program
Apr 15 (Tues)	Library Board Meeting, 7:30 P.M.
→ Apr 25 (Fri)	From you to us
Apr 26 (Sat)	Placentia Hospital & City of Placentia 8K/5K Run
May 5 (Mon)	Friends of Placentia Library Board Meeting, 7:00 P.M. (Pappas)
May 8 (Thur)	Foundation Board of Directors Meeting, 11:30 A.M. (Stark and Pappas)
May 19 (Mon)	CSDA Governmental Affairs Day, Sacramento
May 20 (Tues)	Library Board Meeting, 7:30 P.M.
May 31-Jun 3	American Booksellers Association, Chicago
Jun 2 (Mon)	Friends of Placentia Library Board Meeting, 7:00 P.M. (Evans)
Jun 17 (Tues)	Library Board Meeting, 7:30 P.M.
Jun 26-Jul 3	American Library Association Annual Conference, San Francisco
Jul 15 (Tues)	Library Board Meeting, 7:30 P.M.
Aug 19 (Tues)	Library Board Meeting, 7:30 P.M.
Sep 8 (Mon)	Friends of Placentia Library Board Meeting, 7:00 P.M. (Masters)
Sep 11 (Thur)	Foundation Board of Directors Meeting, 11:30 A.M. (Stark and Pappas)
Sep 16 (Tues)	Library Board Meeting, 7:30 P.M.
Oct 6 (Mon)	Friends of Placentia Library Board Meeting, 7:00 P.M. (Pappas)
Oct 21 (Tues)	Library Board Meeting, 7:30 P.M.
Nov 3 (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 Pappas)
Nov 18 (Tues)	Library Board Meeting, 7:30 P.M.
Nov 21 (Fri)	Camp Library
Dec 1 (Mon)	Friends of Placentia Library Board Meeting, 7:00 P.M. (Dinsmore)
Dec 16 (Tues)	Library Board Meeting, 7:30 P.M.
1998	
Jan 9-15	American Library Association Midwinter Meeting, New Orleans
Jun 25 - Jul 2	American Library Association Annual Conference, Washington, DC

1880

**MINUTES  
PLACENTIA LIBRARY DISTRICT  
REGULAR MEETING OF THE BOARD OF TRUSTEES  
February 25, 1997**

- CALL TO ORDER**                   The Regular Meeting of the Placentia Library District Board of Trustees was called to order on February 25, 1997 at 7:03 P.M. by President Peggy Dinsmore.
- ROLL CALL**                       **Members Present:** President Peggy Dinsmore; Secretary Ray Evans; Trustees Robin Masters, Jean Pappas, and Sandra Stark; and Library Director Elizabeth Minter.
- Members Absent:** None
- Others Present:** Principal Librarian Suad Ammar
- ADOPTION OF AGENDA**               It was moved by Trustee Stark, seconded by Secretary Evans to adopt the Agenda as presented.
- AYES:**           Dinsmore, Evans, Masters, Pappas, Stark  
  **NOES:**           None  
  **ABSTAIN:**       None
- MINUTES**                         It was moved by Trustee Stark, seconded by Trustee Masters to approve the Minutes of the Regular Meeting of November 19, 1996 as presented.
- AYES:**           Dinsmore, Evans, Masters, Stark  
  **NOES:**           None  
  **ABSTAIN:**       Pappas
- It was moved by Trustee Pappas, seconded by Secretary Evans to approve the Minutes of the Regular Meeting of January 21, 1997 as presented.
- AYES:**           Dinsmore, Evans, Masters, Pappas, Stark  
  **NOES:**           None  
  **ABSTAIN:**       None
- ORAL COMMUNICATIONS**       No members of the public requested to address the Board at this time.
- PRESIDENT'S REPORT**           President Dinsmore reported that she had attended the California Library Trustees and Commissioners (CALTAC) Executive Board Meeting at Ontario Library on February 8, 1997 where she gave the Literacy Report and will have an article in the next issue of *Caltactics*. The agenda at the meeting included a proposed Speakers Bureau and Trustee Took Kit revision. The next CALTAC workshop is scheduled for March 15, 1997 at the Pasadena Public Library and will be teleconferenced with a concurrent meeting in Sacramento for the first time.

It was determined that President Dinsmore and Trustee Pappas will attend the March 15 CALTAC workshop. The Library District will pay registration fees.

President Dinsmore also reported on the Friends of California Libraries workshop held at Newport Beach Public Library on Saturday, February 22, 1997 which she attended with Friends of Placentia Library President Pat Irot. The workshop focused on Fund Raising and Library Campaigns with emphasis on the San Diego election.

Trustee Pappas reported on the California Special Districts Association (CSDA) workshop held in Ontario on Friday, February 20, 1997 which she attended with President Dinsmore and Library Director Minter. The two sessions were on labor laws and the Brown Act.

It was determined that President Dinsmore and Library Director Minter will attend the quarterly membership meeting of the Independent Special Districts of Orange County at the Municipal Water District Office in Fountain Valley on Thursday, February 27.

**FRIENDS OF THE  
LIBRARY REPORT**

Library Director Minter referred to the materials in the Board Packets and also reported that the Friends of the Library have awarded the Library a grant of \$700 to be used for story hours for children 3 to 5 years old.

**FOUNDATION  
REPORT**

Trustee Stark reported that the Library Foundation is becoming established in the community and was named as a beneficiary of the 1997 Placentia-Linda Hospital/City of Placentia 8K/5K Run.

**PURCHASE OF  
UTILITIES  
THROUGH LOCAL  
GOVERNMENT  
POOL**

It was moved by Trustee Pappas, seconded by Trustee Stark to consider Agenda Item 34, Report on proposal for cooperative purchase of utilities through a local government pool, as presented by City of Placentia Public Works Director Chris Becker.

AYES: Dinsmore, Evans, Masters, Pappas, Stark  
NOES: None  
ABSTAIN: None

It was moved by Trustee Stark, seconded by Trustee Masters to approve participation by Placentia Library District in purchasing utilities through a local government pool.

AYES: Dinsmore, Evans, Masters, Pappas, Stark  
NOES: None  
ABSTAIN: None



**CLAIMS**

It was moved by Trustee Stark, seconded by Trustee Masters to approve Agenda Items 8 through 11

Nonstandard Claims in the amount of \$0.00  
Claims forwarded by the Library Director in the amount of \$4,629.04  
Current Claims and Payroll in the amount of \$105,738.74  
FY 1996-1997 Cash Flow Analysis and recommendation that no funds be transferred at this time.

AYES: Dinsmore, Evans, Masters, Pappas, Stark  
NOES: None  
ABSTAIN: None

The Board recessed for a break at 8:43 P. M. and reconvened at 8:49 P. M.

**FINANCIAL REPORTS**

It was moved by Trustee Pappas, seconded by Trustee Evans to receive and file Agenda Items 12, 13, and 15 through 18:

Financial Reports for January, 1997  
Office General Ledger & Check Registers for January, 1997  
Acquisitions Report for January, 1997  
Overdue Collection Report for January, 1997  
Debit Card System Reimbursement Report for January 1997  
Gifts Report for January, 1997

Agenda Item 14: County of Orange Investment Pool Portfolio Summaries, as prepared by Solomon Brothers Asset Management, Inc., for January, 1997, had not been received.

AYES: Dinsmore, Evans, Masters, Pappas, Stark  
NOES: None  
ABSTAIN: None

**GENERAL CONSENT CALENDAR**

It was moved by Trustee Masters, seconded by Trustee Pappas to receive Agenda Items 19-33:

Building Maintenance Report for January, 1997  
(Receive & File)  
Personnel Report for January, 1997 (Receive, File and Ratify Appointments)  
Volunteer Report for January, 1997 (Receive & File)  
Circulation Report for January, 1997 (Receive & File)  
Review of Shared Maintenance Cost with the City of Placentia under the Joint Powers Authority (Receive & File)  
Legislative reports from California Advocates and the Municipal Water District of Orange County. (Receive & File)  
Status report on the Orange County Investment Pool (OCIP)

issues in the Orange County bankruptcy case as prepared by Patrick C. Shea, Attorney of Record, Pillsbury, Madison & Sutro, LLP. (Receive & File)

Submission of Placentia Library Literacy Services' Report for the second Quarter of 1996-1997 to the State Library of California (Receive & File)

Report from the State Library of California on the Impact of Proposition 218 (Receive & File)

Minutes of the Independent Special Districts of Orange County Executive Committee Meetings of December 10, 1996 and January 14 and February 11, 1997 (Receive & File)

Minutes of the Local Agency Formation Commission (LAFCO) Special District Advisory Committee Meeting, October 17, 1996 (Receive & File)

Minutes of the LAFCO Meetings of November 6, 1996 and January 8, 1997 (Receive & File)

Status report on the preparation of a Strategic Plan for Placentia Library District (Receive & File)

Memo from Anderson and Anderson, the District's medical benefits insurance broker, reporting the renewal of the Long Term Disability Policy with CNA with no change in the monthly premium (Receive, File and Approve Renewal)

Letter to Wells Fargo authorizing application of excess funds toward semi-annual bond payment (Receive, File and Approve Request).

AYES: Dinsmore, Stark, Evans, Masters, Pappas

NOES: None

ABSTAIN: None

**SELECTION OF  
MEDICAL  
INSURANCE  
PROVIDER FOR  
1997-1998**

As comparative bids from medical insurance carriers have not yet been received by Anderson and Anderson, the District's medical benefits insurance broker, it was agreed to continue this item until the March Board Meeting.

**LIBRARY OF  
CALIFORNIA  
LEGISLATION**

It was moved by Trustee Stark, seconded by Secretary Evans to oppose legislation currently being sponsored by the California Library Association to establish the "Library of California" and to authorize California Advocates to take the appropriate action on behalf of the Board.

AYES: Dinsmore, Evans, Masters, Pappas, Stark

NOES: None

ABSTAIN: None

**PERFORMANCE  
REVIEW FOR  
LIBRARY  
DIRECTOR**

It was agreed by the Board that the Trustees will each complete the evaluation form contained in the Board Packet and submit it to President Dinsmore at the March Board Meeting in a sealed envelope. President Dinsmore will summarize the evaluations, meet with the Library Director and present a report to the Board at their April Meeting.

**STAFF REPORTS**

It was moved by Trustee Pappas, seconded by Trustee Evans to receive and file Agenda Items 35 through 39:

Program Committee Report for January, 1997

Children's Services Report for January, 1997

Publicity Materials produced for January, 1997

Placentia Library Literacy Services Report for January, 1997

Safety Committee Minutes for January, 1997

AYES: Dinsmore, Evans, Masters, Pappas, Stark

NOES: None

ABSTAIN: None

**AGENDA  
PREPARATION**

Add Board Comments at beginning of Meeting

**ADJOURNMENT**

The Regular Meeting of the Board of Trustees of the Placentia Library District adjourned at 9.35 P. M.

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Ray Evans, Secretary



TO: Library Board of Trustees

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

DATE: March 18, 1997

**SUBJECT: Friends of Placentia Library Report**

The Board of Directors of the Friends of Placentia Library met on Monday, March 10, 1997. Library Board President Peggy Dinsmore, Library Director Elizabeth Minter, Children's Librarian Cyrise Smith, and Library Assistant Cheryl Willauer attended the meeting.

The Treasurer reported an account balance of \$6,252.28 as of March 3, 1997. The Library was given a check for \$700 to cover the costs of a six-week, two sessions per week, story hour series. The Foundation was given a check for \$63.10 for the Book Endowment Fund.

Library Director Minter reported that the net profit for the Author's Brunch on March 1 was \$8,099.66, with \$1,060 designated for the Book Endowment Fund, and \$7,039.66 for the Adopt-A-Book program.

The Board agreed that next year criteria will be established for complementary tickets to the Author's Brunch for volunteers who have achieved a specified number of hours of service.

The Friends Annual Meeting will be held on Wednesday April 16. Refreshments will be served at 6:00 P.M. and the program will be conducted from 6:30 - 8:30 P.M. in the audio visual area of the Library. The program will begin with the recognition of local authors, recognition of volunteers with over 50 hours of service during the past year, and a presentation by Dr. Judith Suchey, forensic anthropologist at Cal State Fullerton.

A "Know Your Library Workshop" will be scheduled in April or May. It will be held on a Friday around mid-day and will include a luncheon. Minter was asked to check the availability of Assemblyman Dick Ackerman and will set the date based on his calendar. The serious part of the program will include a "State of the Library" Report by the Library Director, and reviews of several aspects of Library programming. Entertainment will also be provided. Catered box lunches will be available to purchase or participants may bring sack lunches.

*Friday Apr 26*

The Friends agreed to sponsor a Water Stop at the Library for the 8K/5K run on April 26.

The next Friends Board meeting is scheduled for Monday, April 7 at 7:00 P.M. Trustee Stark is scheduled to attend as the Library Board representative.



PLACENTIA LIBRARY DISTRICT  
Summary of Nonstandard Claims  
March 18, 1997

DATE	REPORT NO.	AMOUNT
		\$0.00
	TOTAL	\$0.00





PLACENTIA LIBRARY DISTRICT  
 Summary of Claims Forwarded by the Library Director  
 March 18, 1997

DATE	REPORT NO.	AMOUNT
03/11/97	3486	154.30
03/11/97	3487	1,909.07
03/11/97	3488	1,276.85
	TOTAL	\$3,340.22

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

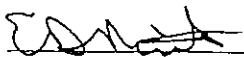
THE COUNTY AUDITOR IS AUTHORIZED TO DRAW  
HIS CHECK FROM FUND 707

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acc	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
N06965 Paychex P.O. Box 25159 Santa Ana, CA 92799	Feb 27, 1997 19970227		1900	00		154.30		

PLEASE PAY IMMEDIATELY

The claims listed above (totaling \$ 154.30) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

  
APPROVED BY

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

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

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

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acc	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
N01074 Southern California Gas Company P.O. Box C Monterey Park, CA 91756	Feb 24, 1997		2800	00		1,058.05		
N01987 Vision Plan of America 8111 Beverly Blvd, STE 306 Los Angeles, CA 90048	April 1997		0300	00		99.50		
N03648A Cascade Drinking Water P.O. Box 9179 Whittier, CA 90608-9179	Feb 22, 1997		1800	00		24.95		
N03655B Spicers Paper, Inc. 1298 N. Bluegum Street Anaheim, CA 92805	Feb 3, 1997 244491		1800	00		8.76		
N03752 Pacific Bell Payment Center Van Nuys, CA 91388-0001	Feb 17, 1997 528-1906		0700	00		155.95		
	528-8236		0700	01		22.49		
	Feb 19, 1997 996-4983		0700	01		99.26		
	996-2865		0700	01		24.48		
	Feb 17, 1997 528-6022		0700	07		19.37		
N05030G AT & T P.O. Box 10192 Van Nuys, CA 91410-0192	Feb 16, 1997		0700	00		68.16		
N06555 Principal Mutual P.O. Box 10328 Des Moines, IA 50306	March, 1997		0300	00		328.10		

PLEASE PAY IMMEDIATELY

The claims listed above (totaling \$ 1,909.07) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

  
APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

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


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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acc	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only Doc Number	SC
N06557 Care Resources, Inc. 9550 Warner Ave., STE 228 Fountain Valley, CA 92708	March, 1997		1900	00		35.00		
N06686 Office Depot Dept 56-6183976509 P.O. Box 30292 Salt Lake City, UT 84130-0292	Feb 21, 1997		1800	00		21.90		
N06785 Hector Vargas Cleaning 318 Capistrano St. Placentia, CA 92870	March 6, 1997 096803		1400	00		950.00		
N15508 Cosmoslink Internet Services 3030 Saturn St, STE 204 Brea, CA 92821	Feb 25, 1997		0700	07		19.95		
Compute Intensive 8001 Irvine Center Drive, STE 1130 Irvine, CA 91618	Feb 1, 1997 98784		0700	01		250.00		

PLEASE PAY IMMEDIATELY

The claims listed above (totaling \$ 1,276.85) 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

PLACENTIA LIBRARY DISTRICT  
 Current Claims and Payroll  
 March 18, 1997

TYPE	REPORT NUMBER	AMOUNT
Immediately	3489	1,435.02
Subtotal for Immediately		1,435.02
Regular	3490	1,261.38
	3491	861.08
	3492	1,267.87
Subtotal for Regular		3,390.33
TOTAL CURRENT CLAIMS		4,825.35
Payroll	3493	18,840.00
	3494	18,840.00
	3495	18,840.00
Subtotal for Payroll		56,520.00
	TOTAL	61,345.35



PLACENTIA LIBRARY DISTRICT  
 Current Claims and Payroll  
 March 18, 1997

TYPE	REPORT NUMBER	AMOUNT
Immediately	3489	1,435.02
Subtotal for Immediately		1,435.02
Regular	3490	1,261.38
	3491	680.08
	3492	1,267.87
Subtotal for Regular		3,209.33
TOTAL CURRENT CLAIMS		4,644.35
Payroll	3493	18,840.00
	3494	18,840.00
	3495	18,840.00
Subtotal for Payroll		56,520.00
	TOTAL	61,164.35

LOCALLY GOVERNED DISTRICT  
CLAIMS TRANSMITTED FOR PAYMENT

DATE 03/18/97  
REPORT NO 3489

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

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acc	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Doc Number	Only SC
N04626 AMS Contracts 11 Chesterfield Mission Viejo, CA 92692	March 5, 1997 2949.4		1400	00		448.00		
The POS Group 1111 South Placentia Ave. Fullerton, CA 92631	Feb 25, 1997 1831		1300	00		65.00		
Fry's Electronics 3370 East La Palma Avenue Anaheim, CA 92805	March 13, 1997 845357 845397		1800 1800	08 00		877.07 44.95		

PLEASE PAY IMMEDIATELY

The claims listed above (totaling \$ 1,435.02) 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

1,435.02



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

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acc	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only Doc Number	Only SC
N01877 Julie Shook 411 E. Chapman Ave. Placentia, CA 92870	February, 1997		2400	01		56.70		
N03653 Bear State Air Conditioning Services 3548 Enterprise Drive Anaheim, CA 92807-1640	March 11, 1997 97-03-299		1400	00		117.42		
N03654 The Library Store, Inc. P.O. Box 964 Tremont, IL 61568	Feb 26, 1997 0175893.01		1800	00		86.46		
N03656 Pacific Clippings P.O. Box 11789 Santa Ana, CA 92711	February, 1997		1900	00		32.71		
N03660 Elizabeth D. Minter Placentia Library District 411 E. Chapman Avenue Placentia, CA 92870	March 15, 1997		1803 1803 2700 2700	00 08 01 07		85.00 64.00 20.00 20.00 <u>189.00</u>		
N03833B BroDartAutomation P.O. Box 3488 Williamsport, PA 17705	Feb 20, 1997 A24949		0700	05		423.82		
N06556 Continental Casualty Special Risks - Kansas City P.O. Box 95033 Chicago, IL 60694	March, 1997		0300	00		166.27		

The claims listed above (totaling \$ 1,261.38) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

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

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

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

LOCALLY GOVERNED DISTRICT  
CLAIMS TRANSMITTED FOR PAYMENT

DATE 03/18/97  
REPORT NO 3491

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

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Obj/ Rev/ BS Acc	Sub Obj/ Rev	Rept Cat	AMOUNT	A C's Use Doc Number	Only SC
N06566 Regency Lighting 16665 Aminta Street Van Nuys, CA 91406	Feb 26, 1997		1000	00		58.17		
N06568 Placentia Chamber of Commerce 201 E. Yorba Linda Blvd, #C Placentia, CA 92870	March 7, 1997		1900	08		480.00		
Jean Pappas 1114 Oakmont Placentia, CA 92870	February, 1997		2700	03		16.38		
N09191 Oxygen Service Company 1011 West Collins Avenue Orange, CA 92867	Feb. 27, 1997 F-856		1400	00		85.21		
N09212 Cheryl Willauer 411 E. Chapman Avenue Placentia, CA 92870	February, 1997		2700	01		40.32		
Orange County Fire Authority P.O. Box 1828 Orange, CA 92856-0828	March 4, 1997 IN00056447		3700	00				

The claims listed above (totaling \$ 680.08) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

Page Total

680.08

LOCALLY GOVERNED DISTRICT  
CLAIMS TRANSMITTED FOR PAYMENT

DATE 03/18/97  
REPORT NO 3492

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

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acc	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only Doc Number	Only SC
N03643 Recorded Books 270 Skipjack Road Prince Frederick, MD 20678	Feb 17, 1997 1164744		2400	08		118.05		
N03719A West Publishing Payment Center P.O. Box 6187 Carol Stream, IL 60197-6187	Feb 25, 1997		2400	03		73.27		
N03833C Brodart Co. 500 Arch Street Williamsport, PA 17705	February 6, 1997 U129192		2400	01		18.32		
N06945A Dun & Bradstreet Business Reference Services P.O. Box 75918 Chicago, IL 60675-5918	March 1, 1997 0066593-97		2400	03		487.73		
California Language Laboratories P.O. Box 176 Cupertino, CA 95014	February 17, 1997 7945		2400	08		570.50		

The claims listed above (totaling \$ 1,267.87) 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

1,267.87

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

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acc	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only Doc Number	Only SC
BANK OF AMERICA Placentia Branch 760 for the Placentia Library  Account # 07605-80156 Route #12100358	March 18, 1997 Pay period #07 March 14, 1997 Mar 27, 1997		0100	00		17,500.00		
	FICA		0200	00		1,340.00		
PLEASE WIRE ON THURSDAY, MARCH 27, 1997								

The claims listed above (totaling \$ 18,840.00) 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  
411 E. Chapman Ave.  
Placentia, CA 92670

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acc	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only Doc Number	Only SC
BANK OF AMERICA Placentia Branch 760 for the Placentia Library  Account # 07605-80156 Route #12100358	March 18, 1997 Pay period #08 March 28, 1997 Apr 10, 1997		0100	00		17,500.00		
	FICA		0200	00		1,340.00		
PLEASE WIRE ON THURSDAY, APRIL 10, 1997								

The claims listed above (totaling \$ 18,840.00) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

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

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

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

Page Total

18,840.00

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

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Obj/ Rev/ BS Acc	Sub Obj/ Rev	Rept Cat	AMOUNT	A C's Use Only Doc Number	Only SC
BANK OF AMERICA Placentia Branch 760 for the Placentia Library  Account # 07605-80156 Route #12100358	March 18, 1997 Pay period #09 April 11, 1997 Apr 24, 1997		0100	00		17,500.00		
	FICA		0200	00		1,340.00		
PLEASE WIRE ON THURSDAY, APRIL 24, 1997								

The claims listed above (totaling \$ 18,840.00) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

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

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

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

Page Total

18,840.00

TO: Library Board of Trustees  
FROM: Elizabeth D. Minter, Library Director *edm*  
DATE: March 18, 1997  
SUBJECT: **FY1996-1997 General Fund Cash Flow**

**BACKGROUND:**

The District is scheduled to receive its fifth property tax allocation for Fiscal Year 1996-1997 on March 27. The Orange County Auditor's Office estimates that this will be between 5% and 7% of the total allocation or between \$33,880 and \$47,432.

The District is scheduled to receive its sixth property tax allocation for Fiscal Year 1996-1997 on April 17. The Orange County Auditor's Office estimates that this will be between 20% and 25% of the total allocation or between \$135,518 and \$169,398.

It is my recommendation that no funds be transferred at this time.

**RECOMMENDATION:**

Receive & File the FY1996-1997 General Fund Cash Flow analysis.

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		Secured Final Apport		19.78	72,132.46
07/18/96		FY96 Secured Final Apport.	4,341.84		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		40.67	78,245.95
07/24/96		Tetter 2nd Current	14,180.32		92,426.27
07/25/96		Supplemental Apport.	448.40		92,874.67
07/25/96		Supplemental Sec. Prior	1,065.86		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		Interest Earnings on Impounds	21.91		40,351.91
09/17/96	3435	General - PPI		3,179.74	37,172.17
09/17/96	3436	General - PPI		976.40	36,195.77
09/17/96	3437	General		1,156.85	35,038.92
09/17/96	3438	General		10,367.34	24,671.58
09/17/96	3439	General		2,910.24	21,761.34
09/17/96	3440	General		292.31	21,469.03
09/17/96	3441	Payroll to wire 9/26/96		22,560.00	(1,090.97)



Placentia Library District  
FY1996-1997 General Fund Cash Flow

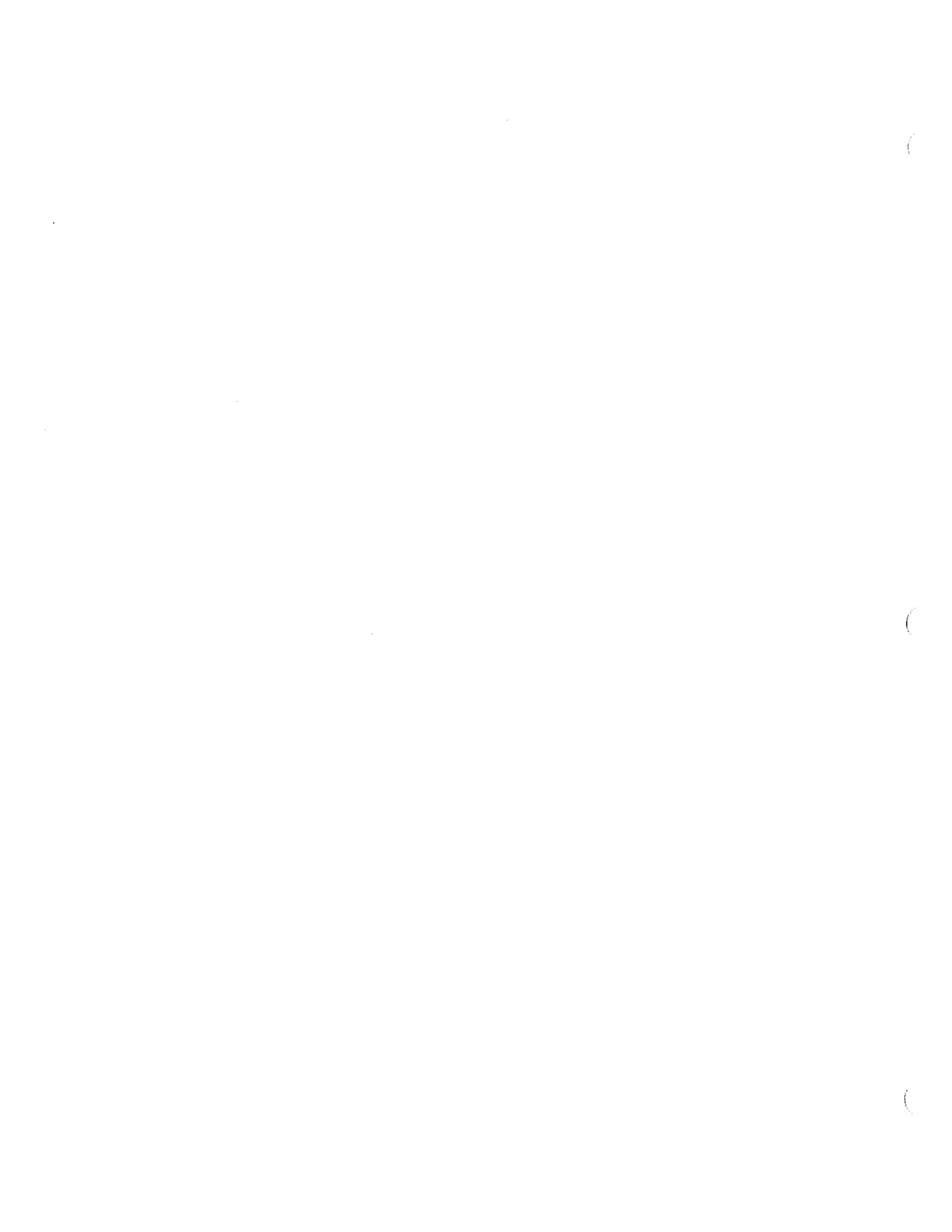
DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
09/17/96	3442	Payroll to wire 10/10/96		22,560.00	(23,650.97)
09/18/96		Interest Earnings on Impounds	70.58		(23,580.39)
09/20/96		Library Receipts, Jul & Aug/Sep	4,049.28		(19,531.11)
09/23/96		Unsecured 1st Actual	25,067.82		5,536.71
09/23/96		Unsecured 1st Actual		62.67	5,474.04
09/24/96		Release of Impounds, CY-6	2,864.66		8,338.70
09/24/96		Release of Impounds, CY-6		7.16	8,331.54
09/26/96		Release of Impounds, CY-5		3.60	8,327.94
09/26/96		Release of Impounds, CY-5	1,439.18		9,767.12
09/27/96		Interest Earnings on Impounds	1,540.51		11,307.63
09/30/96		6/96 Post Pet Commingled Int. Apport	1,048.86		12,356.49
09/30/96		6/96 Pre Pet Commingled Int. Apport	0.08		12,356.57
09/30/96		Transfer from Fund 706	25,000.00		37,356.57
09/30/96		Interest Earnings on Impounds	572.96		37,929.53
09/30/96		Post-Pet Comm Admin Fee 6/96		34.95	37,894.58
09/30/96	3443	General by Library Director		4,046.42	33,848.16
10/15/96	3444	General - PPI		1,510.08	32,338.08
10/15/96	3445	General		12,352.69	19,985.39
10/15/96	3446	General		3,770.09	16,215.30
10/15/96	3447	General		1,938.76	14,276.54
10/15/96	3448	General		4,060.65	10,215.89
10/15/96	3449	Payroll to wire 10/24/96		22,560.00	(12,344.11)
10/15/96	3450	Payroll to wire 11/7/96		22,560.00	(34,904.11)
10/15/96	3451	Payroll to wire 11/21/96		22,560.00	(57,464.11)
10/16/96		Delinquent Tax Sale, Pre-Tetter	4.54		(57,459.57)
10/18/96		Transfer from Fund 706	25,000.00		(32,459.57)
10/18/96		State Library	5,044.97		(27,414.60)
10/18/96		Library Receipts, Sep/Oct	2,208.89		(25,205.71)
10/23/96	3452	General by Library Director		2,930.97	(28,136.68)
10/25/96		7/96 Comingled Interest		820.46	(28,957.14)
10/25/96		Admin Fees Apport 7/96		26.52	(28,983.66)
10/28/96		Admin Fees Apport 8/96		20.92	(29,004.58)
10/28/96		8/96 Comingled Interest		654.58	(29,659.16)
10/30/96		Tax FDS Adm Fee Apport 95-96		120.14	(29,779.30)
10/30/96		95-96 Tax FDS Interest		2,475.24	(32,254.54)
11/01/96		9/96 Comingled Interest	377.60		(31,876.94)
11/01/96		Admin Fees Apport 9/96		11.87	(31,888.81)
11/14/96		Suppl. Roll 2nd Apportionment 198	2,482.94		(29,405.87)
11/18/96		Correction to Fund 706 Transfer of 10/	30,000.00		594.13
11/19/96		Library Receipts, Oct/Nov	6,795.38		7,389.51
11/19/96	3453	General - PPI		3,042.57	4,346.94
11/19/96	3454	General - PPI		3,307.63	1,039.31
11/19/96	3455	General (Mail 11/27)		9,134.28	(8,094.97)
11/19/96	3456	General (Mail 11/27)		7,445.26	(15,540.23)
11/19/96	3457	General (Mail 11/27)		7,142.04	(22,682.27)
11/19/96	3458	General (Mail 11/27)		441.21	(23,123.48)
11/19/96	3459	Payroll to wire 12/5/96		22,560.00	(45,683.48)
11/19/96	3460	Payroll to wire 12/12/96		29,000.00	(74,683.48)
11/22/96		Dept. Educ. 321 Grant	3,511.00		(71,172.48)
11/22/96		ILL Reimbursement	693.39		(70,479.09)
11/22/96		Library Receipts, Nov	2,533.38		(67,945.71)

Placentia Library District  
FY1996-1997 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
11/26/96		Secured 1st Apportionment		193.54	(68,139.25)
11/26/96		Transfer from Fund 706	10,000.00		(58,139.25)
11/26/96		Secured 1st Apportionment	77,415.01		19,275.76
12/05/96	3461	General by Library Director		2,846.46	16,429.30
12/10/96		Admin Fees Apport 10/96		10.27	16,419.03
12/10/96		10/96 Comingled Interest	326.65		16,745.68
12/10/96		H/O Subvention 1st SEL/U	2,231.54		18,977.22
12/10/96	3462	Payroll to wire 1/2/97		18,840.00	137.22
12/10/96	3463	Payroll to wire 1/16/97		18,840.00	(18,702.78)
12/11/96		Secured 2nd Apportionment	102,577.02		83,874.24
12/11/96		Secured 2nd Apportionment		256.44	83,617.80
12/16/96		Suppl. Roll 3rd Apportionment 198	1,130.96		84,748.76
12/18/96		Secured 3rd Apportionment		415.22	84,333.54
12/18/96		Secured 3rd Apportionment	166,089.81		250,423.35
12/23/96	3464	General by Library Director		3,387.66	247,035.69
12/23/96	3465	General by Library Director		826.72	246,208.97
12/23/96	3466	General by Library Director		8,685.49	237,523.48
12/23/96	3467	General by Library Director		8,503.79	229,019.69
12/24/96		11/96 Comingled Interest	229.46		229,249.15
12/24/96		Admin Fees Apport 11/96		7.32	229,241.83
01/08/97		H/O Subvention 2nd SEL/U	5,206.94		234,448.77
01/09/97	3468	General by Library Director		1,277.89	233,170.88
01/16/97		Unsecured 2nd Actual	2,150.72		235,321.60
01/16/97		Suppl. Roll 4th Apportionment 198	1,886.26		237,207.86
01/16/97		Unsecured 2nd Actual		5.38	237,202.48
01/21/97		Transfer to Fund 706		90,000.00	147,202.48
01/21/97	3469	General - PPI		5,159.33	142,043.15
01/21/97	3470	General		6,745.00	135,298.15
01/21/97	3471	General		1,159.40	134,138.75
01/21/97	3472	General - PPI		2,601.12	131,537.63
01/21/97	3473	General		42,023.36	89,514.27
01/21/97	3474	General		2,056.67	87,457.60
01/21/97	3475	Payroll to wire 1/30/97		18,840.00	68,617.60
01/21/97	3476	Payroll to wire 2/13/97		18,840.00	49,777.60
01/22/97		Secured 4th Apportionment		101.89	49,675.71
01/22/97		Secured 4th Apportionment	40,755.01		90,430.72
01/28/97		State Library ILL	1,236.90		91,667.62
01/28/97		State Library Literacy Grant	11,887.00		103,554.62
01/28/97		Library Receipts, Dec & Jan	3,796.84		107,351.46
01/31/97		12/96 Comingled Interest	1,108.52		108,459.98
01/31/97		Admin Fees Apport 12/96		35.81	108,424.17
02/06/97		Public Utility Tax Apportionment	10,412.37	26.03	118,810.51
02/07/97	3477	General by Library Director		1,477.84	117,332.67
02/07/97	3478	General by Library Director		3,151.20	114,181.47
02/25/97		Library Receipts, Feb	31,118.46		145,299.93
02/25/97		1/97 Comingled Interest	1,277.84		146,577.77
02/25/97	3479	General - PPI		1,542.61	145,035.16
02/25/97	3480	General - PPI		2,821.50	142,213.66
02/25/97	3481	General		11,580.17	130,633.49
02/25/97	3482	General		4,544.54	126,088.95
02/25/97	3483	General		47,569.92	78,519.03

Placentia Library District  
FY1996-1997 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
02/25/97	3484	Payroll to wire 2/27/97		18,840.00	59,679.03
02/25/97	3485	Payroll to wire 3/13/97		18,840.00	40,839.03
03/11/97	3486	General by Library Director		154.30	40,684.73
03/11/97	3487	General by Library Director		1,909.07	38,775.66
03/11/97	3488	General by Library Director		1,276.85	37,498.81
03/18/97		Library Receipts, Mar	1,442.24		38,941.05
03/18/97	3489	General - PPI		1,435.02	37,506.03
03/18/97	3490	General		1,261.38	36,244.65
03/18/97	3491	General		680.08	35,564.57
03/18/97	3492	General		1,267.87	34,296.70
03/18/97	3493	Payroll to wire 3/27/97		18,840.00	15,456.70
03/18/97	3494	Payroll to wire 4/10/97		18,840.00	(3,383.30)
03/18/97	3495	Payroll to wire 4/24/97		18,840.00	(22,223.30)



**Fund Balance Report**  
**Post-Petition Balances (B/S Account 8010 - Cash)**  
 March 18, 1997

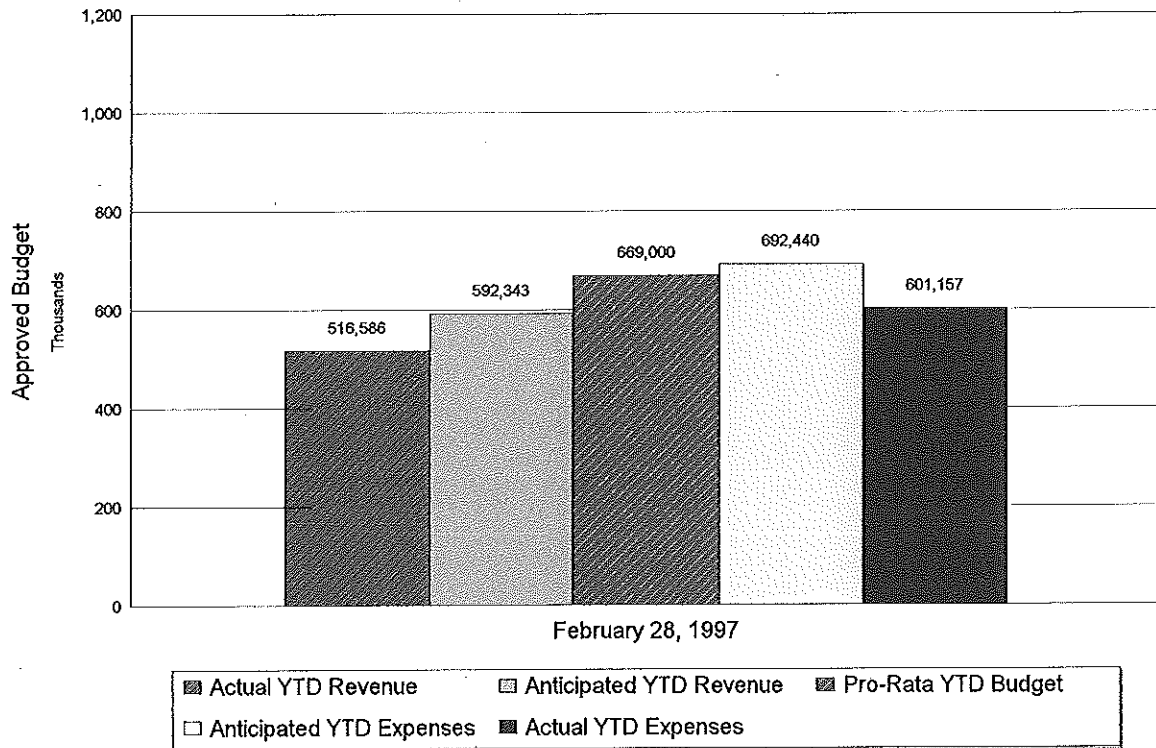
	Fiscal Year 1996-1997						
	Fund 702	Fund 703	Fund 706	Fund 707	Fund 708	TOTAL	TOTAL
	<u>Maj Equip/Struc</u>	<u>Auto Replac</u>	<u>Bond Redempt</u>	<u>General Fund</u>	<u>Sick Lv Payoff</u>	<u>ALL FUNDS</u>	<u>EXCL GEN FUND</u>
Jun 30, 1996	68,375.94	2,688.54	141,790.39	187,125.88	6,492.33	406,473.08	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	68,659.77	2,697.08	81,465.75	64,450.13	6,518.85	223,791.58	159,341.45
Oct 31, 1996	69,271.85	2,721.15	57,735.02	1,186.66	6,576.96	137,491.64	136,304.98
Nov 30, 1996	70,775.00	2,733.06	18,297.63	101,295.89	6,605.74	199,707.32	98,411.43
Dec 31, 1996	71,395.16	2,757.36	18,814.86	293,583.69	6,664.47	393,215.54	99,631.85
Jan 31, 1997	72,613.02	2,769.64	108,898.63	189,430.57	6,694.14	380,406.00	190,975.43
Feb 28, 1997	72,947.32	2,782.54	109,054.27	101,554.20	6,725.32	293,063.65	191,509.45
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

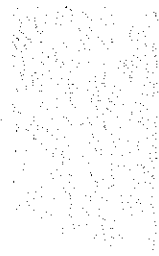
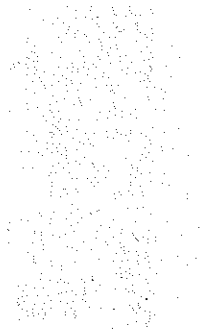
	Fiscal Year 1995-1996						
	Fund 702	Fund 703	Fund 706	Fund 707	Fund 708	TOTAL	TOTAL
	<u>Maj Equip/Struc</u>	<u>Auto Replac</u>	<u>Bond Redempt</u>	<u>General Fund</u>	<u>Sick Lv Payoff</u>	<u>ALL FUNDS</u>	<u>EXCL GEN FUND</u>
Jun 30, 1995	83,525.47	45,995.52	209,245.10	213,545.09	5,896.34	558,207.52	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







PLACENTIA LIBRARY DISTRICT  
REVENUE REPORT FOR FUND 707  
(Prepared from the Orange County Auditor's Report)  
March 18, 1997

OBJECT CODE	DESCRIPTION	FY1996-97 BUDGETED	REVISED FY1996-97 BUDGETED	FY1995-96 YTD	FY1996-97 FEB 1997	FY1995-96 FEB 1996	FY97 YTD % OF BUD
6210-00	Prop. Taxes - current secured	706,000.00	692,535.00	386,836.85	0.00	0.00	
6210-01	Public Utility	25,000.00	25,000.00	10,412.37	10,412.37	12,542.51	41.79%
6210-04	Tester Plan - current delinquent	0.00	0.00	0.00	0.00	0.00	41.65%
	TOTAL PROP. TAXES - CURRENT SECURED	731,000.00	717,535.00	397,249.22	10,412.37	12,542.51	54.34%
6220	PROP. TAXES - CURRENT UNSECURED	50,000.00	33,000.00	27,218.54	0.00	0.00	54.44%
6230-00	Prop. Taxes - Prior Secured	53,000.00	45,000.00	14,180.32	0.00	0.00	
6230-01	Prior year's secured final apportionment	0.00	0.00	4,341.84	0.00	0.00	
6230-02	Secured prior years	0.00	0.00	0.00	0.00	0.00	
6230-03	Tax dead land sales	0.00	0.00	0.00	0.00	0.00	
6230-04	Tetter Plan buyout - FY1993-1994 only	0.00	0.00	4.54	0.00	0.00	
6230-10	Release of Impounds	0.00	0.00	10,291.73	0.00	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	45,000.00	28,818.43	0.00	0.00	54.37%
6240	TOTAL PROP. TAXES PRIOR UNSECURED	500.00	500.00	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	10,000.00	5,555.63	0.00	7,100.98	55.54%
6280-01	Final supplemental for prior years	0.00	0.00	483.45	0.00	396.78	
	TOTAL PROP. TAXES SUPPLEMENTAL - CURRENT	10,000.00	10,000.00	6,037.08	0.00	7,497.76	
6300	PROP. TAXES SUPPLEMENTAL - PRIOR	2,000.00	1,065.00	1,065.86	0.00	430.23	53.29%
6540	PENALTIES & COSTS ON DELINQUENT TAXES	0.00	0.00	448.40	0.00	398.88	
	TOTAL TAXES	846,500.00	807,100.00	460,837.53	10,412.37	12,542.51	54.44%
6610-00	Interest	15,000.00	12,000.00	8,343.26	0.00	10,395.21	55.62%
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	0.00	3,640.59	0.00	0.00	
	TOTAL INTEREST	15,000.00	12,000.00	11,992.85	0.00	10,395.21	79.95%
6690	STATE - HOMEOWNER PROP TAX RELIEF	15,500.00	14,750.00	7,457.87	0.00	7,699.73	48.12%
6970-00	State - ILL & Direct Loan Reimbursement	20,000.00	10,000.00	6,973.26	0.00	13,601.67	34.88%
6970-01	State - CA Foundation Funds	35,000.00	26,500.00	0.00	0.00	0.00	0.00%
6970-02	State - CA Literacy Campaign	12,000.00	10,000.00	11,887.00	0.00	8,391.00	99.06%
6970-03	State - Family Literacy	0.00	0.00	0.00	0.00	10,088.90	
6970-04	State - Dept of Education 321 Grant	3,500.00	3,500.00	3,311.00	0.00	1,381.00	
6970-05	State - LSCA II Grant	0.00	0.00	0.00	0.00	0.00	
697-007	State - Timber Yield Support	0.00	0.00	0.00	0.00	0.00	
	TOTAL STATE - OTHER GOVERNMENTAL	70,500.00	50,000.00	22,373.26	0.00	33,462.57	31.74%
7130-00	BANKRUPTCY RECOVERY DISTRIBUTIONS	20,000.00	0.00	0.00	0.00	0.00	
7670-00	LOCAL REVENUE	36,000.00	36,000.00	13,917.26	0.00	21,517.39	38.66%
7680	6-MONTH EXPRED (OUTLAWED) CHECKS	0.00	0.00	6.96	0.00	0.00	
7810	TRANSFER FROM/TO OTHER LIBRARY FUNDS	0.00	0.00	0.00	0.00	0.00	
	FUND 707 TOTAL	1,003,500.00	919,850.00	516,585.73	11,690.21	17,388.22	51.48%
	FUND 707 TOTAL LESS INTERFUND TRANSFERS	1,003,500.00	919,850.00	516,585.73	11,690.21	17,388.22	



PLACENTIA LIBRARY DISTRICT  
EXPENDITURE REPORT FOR FUND 5071  
(Prepared from the Orange County Auditor's Report)  
March 18, 1997

OBJECT CODE	DESCRIPTION	REVISED		FY1996-97 YTD	FY1995-96 YTD	FY1996-97 FEB 1997	FY1995-96 FEB 1996	FY97 YTD % OF BUD
		FY1996-97 BUDGETED	FY1996-97 BUDGETED					
0100	Salaries & Wages	544,905.00	499,170.00	366,027.00	365,390.43	35,000.00	41,030.00	67.17%
0200	Retirement	76,084.00	70,000.00	58,965.84	59,869.67	33,672.84	3,140.00	77.50%
	Health Insurance/Care America	23,825.00	20,000.00	14,048.32	12,461.14	1,746.68	3,702.16	58.96%
	Long Term Disability	2,149.00	2,000.00	929.77	1,277.17	0.00	0.00	43.27%
	Vision Service Plan	1,067.00	1,000.00	742.70	916.83	145.70	195.60	69.61%
	Dental	4,475.00	3,900.00	2,496.78	3,204.80	0.00	400.60	55.79%
0300	Total Employee Insurance	31,516.00	26,900.00	18,217.57	17,859.94	1,892.38	4,298.36	57.80%
0310	Unemployment Insurance	500.00	1,000.00	0.00	0.00	0.00	0.00	0.00%
0350	Workers Compensation - General	6,500.00	6,000.00	4,079.00	3,038.00	0.00	0.00	62.75%
	TOTAL SALARIES & EMPLOYEE BENEFITS	659,595.00	603,070.00	447,289.41	446,208.04	70,565.22	48,468.36	67.82%
0700-00	Communications - Telephone	2,500.00	2,000.00	1,181.29	974.12	117.15	145.61	47.25%
0700-01	Communications - Modem/Fax	3,600.00	3,600.00	3,629.12	2,305.52	1,390.70	499.76	
0700-02	Communications - Internet/Database	500.00	500.00	0.00	437.14	0.00	14.09	
0700-05	Communications - Cataloging & Acquisitions Vendor	5,160.00	5,160.00	2,966.74	2,119.10	423.82	0.00	
0700-07	Communications - 321 Grant	150.00	150.00	283.42	125.73	37.71	0.00	59.77%
0700-08	Communications - Adult Literacy	250.00	250.00	149.43	220.97	0.00	61.84	67.53%
	Total Communications	12,160.00	11,660.00	8,212.00	6,182.58	1,969.38	721.30	
0900-00	Food - General Fund	100.00	100.00	0.00	68.56	0.00	0.00	0.00%
0900-07	Food - 321 Grant	50.00	50.00	0.00	0.00	0.00	0.00	
0900-08	Food - Adult Literacy	50.00	50.00	7.17	0.00	7.17	0.00	
0900-09	Food - Family Literacy	0.00	0.00	0.00	60.38	0.00	57.30	3.59%
	Total Food	200.00	200.00	7.17	129.34	7.17	57.80	
1000-00	Household Expense	3,500.00	3,500.00	1,274.16	2,262.95	0.00	0.00	36.40%
1100-00	Insurance	12,225.00	11,500.00	11,323.44	2,692.13	5,740.44	(6,837.04)	92.63%
1300-00	Maintenance of Equipment - General Fund	25,100.00	20,000.00	11,403.01	2,257.55	1,990.95	0.00	45.43%
1300-07	Maintenance of Equipment - 321 Grant	0.00	0.00	0.00	0.00	0.00	0.00	
1300-08	Maintenance of Equipment - Adult Literacy	1,600.00	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	0.00	
	Total Maintenance of Equipment	26,100.00	21,000.00	11,403.01	2,257.55	1,990.95	0.00	45.43%



PLACENTIA LIBRARY DISTRICT  
EXPENDITURE REPORT FOR FUND 3071  
(Prepared from the Orange County Auditor's Report)  
March 18, 1997

OBJECT CODE	DESCRIPTION	REVISED		FY1996-97 YTD	FY1995-96 YTD	FY1996-97 FEB 1997	FY1995-96 FEB 1996	FY97 YTD % OF BUD
		FY1996-97 BUDGETED	FY1996-97 BUDGETED					
1400-00	E/VAC	6,500.00	7,500.00	4,874.49	3,669.59	0.00	117.42	74.99%
	Cupet Cleaning	1,500.00	1,000.00	550.00	0.00	0.00	0.00	36.67%
	Grounds/keeping, City of Placentia	21,000.00	18,750.00	11,907.82	9,825.18	1,913.34	0.00	56.70%
	Plumbing	500.00	1,200.00	821.20	110.00	0.00	35.00	164.24%
	Electrical	3,740.00	2,500.00	2,173.44	983.00	448.00	0.00	58.11%
	Cleaning Service	11,700.00	11,700.00	7,600.00	6,650.00	1,900.00	0.00	64.96%
	Locksmith	200.00	200.00	88.46	163.18	0.00	183.18	44.23%
	Other	500.00	1,500.00	1,562.00	6,246.00	678.00	0.00	312.40%
	Total Maintenance of Building & Grounds	45,640.00	44,350.00	29,577.41	27,651.95	4,939.34	335.60	64.81%
1600-00	Memberships - General Fund	2,400.00	2,400.00	2,138.00	1,966.65	913.00	533.00	89.08%
1600-07	Memberships - 321 Grant	0.00	0.00	295.00	135.00	125.00	0.00	
1600-08	Memberships - Adult Literacy	150.00	150.00	95.00	238.00	0.00	138.00	
1600-09	Memberships - Family Literacy	0.00	0.00	0.00	0.00	0.00	0.00	
	Total Memberships	2,550.00	2,550.00	2,528.00	2,339.65	1,038.00	671.00	99.14%
1700-00	Miscellaneous Expense - General Fund	0.00	0.00	0.00	(702.50)	0.00	0.00	
1700-07	Miscellaneous Expense - 321 Grant	0.00	20.00	20.00	0.00	0.00	0.00	
1700-08	Miscellaneous Expense - Adult Literacy	0.00	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	0.00	
	Total Miscellaneous Expense	0.00	20.00	20.00	(702.50)	0.00	0.00	
1800-00	Library Supplies	7,500.00	4,500.00	623.07	7,034.90	11.91	0.00	8.31%
	Printing	7,849.00	7,000.00	6,406.65	1,960.84	0.00	0.00	81.62%
	EZ Copy - copy cards for sale to patrons	0.00	0.00	0.00	0.00	0.00	0.00	
	Publications	1,600.00	1,000.00	2,145.00	720.98	1,265.00	99.00	214.50%
	Paper	600.00	600.00	562.79	551.07	260.57	258.92	93.80%
	Drinking Water Service	300.00	300.00	174.65	199.60	0.00	24.95	58.22%
	Other Office Supplies	5,000.00	3,500.00	3,195.92	3,266.69	1,053.18	291.19	63.22%
	Total Office Supply Expense - General Fund	22,249.00	16,900.00	13,108.08	13,734.08	3,290.66	674.06	58.92%
1800-07	Literacy Dept Educ 321 Grant Supply Expense	0.00	0.00	20.00	0.00	0.00	0.00	
	Printing	3,000.00	3,000.00	1,796.25	686.60	0.00	39.20	59.88%
	Publications	2,750.00	2,750.00	0.00	2,488.42	0.00	0.00	
	Paper	50.00	50.00	0.00	0.00	0.00	0.00	0.00%
	Other Office Supplies	1,500.00	1,500.00	0.00	1,329.67	0.00	0.00	0.00%
	Total Adult Literacy Office Supply Expense	7,300.00	7,300.00	1,796.25	4,404.69	0.00	39.20	24.61%
1800-09	Family Literacy Supply Expense	0.00	0.00	0.00	1,440.60	0.00	7.89	
	Total Office Expense	29,540.00	24,200.00	14,924.33	19,579.37	3,290.66	721.15	50.51%



PLACENTIA LIBRARY DISTRICT  
EXPENDITURE REPORT FOR FUND 5071  
(Prepared from the Orange County Auditor's Report)  
March 18, 1997

OBJECT CODE	DESCRIPTION	FY1996-97		FY1996-97		FY1996-97		FY1996-97		FY1996-96 FEB 1996	FY1996-97 FEB 1997	FY1996-96 FEB 1996	FY97 YTD % OF BUD
		BUDGETED	REVISED BUDGETED	BUDGETED	REVISED BUDGETED	YTD	YTD	YTD	YTD				
1803-00	Postage Expense - General Fund	1,500.00	1,600.00	420.66	420.66	371.23	319.05	0.00	0.00	(3.02)	319.05	0.00	28.04%
1803-04	Postage Expense - LSCA II Grant	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
1803-08	Postage Expense - Adult Literacy	400.00	400.00	160.00	160.00	32.00	64.00	0.00	0.00	0.00	64.00	0.00	40.00%
1803-09	Postage Expense - Family Literacy	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Postage Expense	1,900.00	1,400.00	580.66	580.66	403.23	383.05	0.00	0.00	(3.02)	383.05	0.00	30.56%
	Care Resources (Employee Assistance)	650.00	650.00	210.00	210.00	210.00	35.00	0.00	0.00	0.00	35.00	0.00	32.31%
	Pension Contribution & Operating Expenses	5,800.00	5,800.00	1,693.55	1,693.55	3,215.60	0.00	0.00	0.00	0.00	0.00	0.00	29.20%
	Anaheim Library Automated System	39,000.00	39,000.00	350.00	350.00	37,377.87	0.00	0.00	0.00	0.00	0.00	0.00	0.90%
	Clipping Service	400.00	400.00	261.68	261.68	228.97	65.42	0.00	0.00	0.00	65.42	0.00	65.42%
	Tax Collection Services & Fees by Orange County	450.00	450.00	328.25	328.25	181.98	0.00	0.00	0.00	0.00	0.00	0.00	72.94%
	Advertising	200.00	200.00	0.00	0.00	115.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Medical Exams	500.00	500.00	314.50	314.50	95.00	0.00	0.00	0.00	0.00	0.00	0.00	62.90%
	Collection Services - Accounts Receivable	3,700.00	3,700.00	118.85	118.85	0.00	118.86	0.00	0.00	0.00	118.86	0.00	3.21%
	Audit	3,750.00	3,750.00	1,295.67	1,295.67	1,581.79	0.00	0.00	0.00	0.00	0.00	0.00	81.33%
	Payroll Preparation	2,500.00	2,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	48.23%
	Election Expenses	13,000.00	13,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Staff Training in Library	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Other (including OCIP Settlement Allocations)	0.00	0.00	678.24	678.24	463.66	88.26	0.00	0.00	0.00	88.26	100.00	0.00%
1900-00	Total Specialized Services - General Fund	69,950.00	74,950.00	8,210.75	8,210.75	46,440.07	307.54	0.00	0.00	434.95	307.54	0.00	11.74%
1900-01	Specialized Services - LSCA II Grant	0.00	0.00	0.00	0.00	1,489.14	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
1900-07	Specialized Services - 321 Grant	0.00	0.00	450.00	450.00	0.00	450.00	0.00	0.00	0.00	450.00	0.00	0.00%
1900-08	Specialized Services - Adult Literacy	2,750.00	2,750.00	0.00	0.00	103.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
1900-09	Specialized Services - Family Literacy	0.00	0.00	0.00	0.00	47.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
1900-18	Tax Collection Services & Fees by Orange County	2,200.00	2,200.00	1,086.90	1,086.90	1,057.69	26.03	0.00	0.00	0.00	26.03	31.36	49.40%
	Total Specialized Services	74,900.00	79,900.00	9,747.65	9,747.65	49,137.90	783.57	0.00	0.00	466.31	783.57	0.00	13.01%
2000-00	Legal Notices - General Fund	500.00	1,200.00	1,064.56	1,064.56	112.50	121.78	0.00	0.00	0.00	121.78	0.00	212.91%
2000-01	Legal Notices - LSCA II Grant	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Legal Notices	500.00	1,200.00	1,064.56	1,064.56	112.50	121.78	0.00	0.00	0.00	121.78	0.00	212.91%
2100-00	Rents/Leases-Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
2200-00	Semi-Annual Bond Payment	7,900.00	7,900.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
2300-00	Small Tools/Instruments	0.00	0.00	0.00	0.00	0.00	0.00	0.00	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)  
March 18, 1997

OBJECT CODE	DESCRIPTION	FY1996-97 BUDGETED	REVISED FY1996-97 BUDGETED	FY1996-97 YTD	FY1995-96 YTD	FY1996-97 FEB 1997	FY1995-96 FEB 1996	FY97 YTD % OF BUD
2400-00	Special Department Expense - Miscellaneous	100.00	100.00	644.34	2,552.97	644.34	0.00	644.34%
2400-01	Special Department Expense - Books	18,446.00	10,000.00	7,424.04	9,251.87	0.00	520.92	40.25%
2400-02	Special Department Expense - Video	1,000.00	500.00	0.00	183.00	0.00	0.00	0.00%
2400-03	Special Department Expense - Electronic	10,000.00	10,000.00	12,903.87	22,437.59	0.00	0.00	0.00%
2400-04	Special Department Expense - Periodicals	26,000.00	26,000.00	5,200.97	4,129.48	142.38	(220.51)	20.00%
2400-05	Special Department Expense - Audio	2,400.00	1,000.00	0.00	503.90	0.00	0.00	0.00%
2400-07	Special Department Expense - 321 Grant	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
2400-08	Special Department Expense - Adult Literacy	500.00	500.00	0.00	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	0.00	0.00%
	Total Special Department Expense	58,446.00	48,100.00	26,175.22	39,058.81	786.72	300.41	44.79%
2600-00	Transportation/Travel - General	0.00	0.00	0.00	0.00	0.00	0.00	
2700-00	Transportation/Travel - Meetings, Staff Out of Town	0.00	0.00	819.49	1,187.50	131.89	0.00	
2700-01	Transportation/Travel - Meetings, Staff Local	1,500.00	3,500.00	891.47	988.59	546.00	9.00	
2700-02	Transportation/Travel - Meetings, Board Out of Town	750.00	500.00	310.20	203.54	0.00	0.00	
2700-03	Transportation/Travel - Meetings, Board Local	500.00	500.00	530.00	375.00	280.00	0.00	
2700-04	Transportation/Travel - Meetings, LSCA II Grant	0.00	0.00	0.00	0.00	0.00	0.00	
2700-07	Transportation/Travel - Meetings, 321 Grant	2,750.00	2,750.00	177.00	774.28	29.00	9.00	0.00%
2700-08	Transportation/Travel - Meetings - Adult Literacy	500.00	500.00	0.00	52.83	0.00	0.00	0.00%
2700-09	Transportation/Travel - Meetings - Family Literacy	0.00	0.00	9.67	28.19	0.00	0.00	0.00%
	Total Transportation/Travel - Meetings	6,000.00	7,750.00	2,737.83	3,509.93	986.89	18.00	45.63%
	Electricity	51,000.00	43,000.00	26,248.32	29,653.85	3,179.64	0.00	51.47%
	Gas	3,300.00	3,000.00	3,464.53	1,195.88	2,783.77	\$23.25	101.90%
	Water	1,925.00	1,900.00	2,054.34	1,482.55	0.00	485.83	106.72%
2800-00	Total Utilities	56,225.00	47,900.00	31,667.19	31,332.28	5,963.41	1,312.08	56.32%
	TOTAL SUPPLIES & SERVICES	337,795.00	313,130.00	151,242.63	186,947.67	28,001.36	(2,256.41)	44.77%
3700-00	Taxes, Assessments (Sales Tax)	1,200.00	1,200.00	0.00	0.00	0.00	0.00	0.00%
4000-00	Equipment - General Fund	5,000.00	2,500.00	2,025.36	0.00	0.00	0.00	
4000-07	Equipment - 321 Grant	0.00	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	0.00	
4000-09	Equipment - Family Literacy	0.00	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	0.00	
	Total Equipment	5,000.00	2,500.00	2,025.36	0.00	0.00	0.00	\$2.51%
4200-00	Structures/Improvements	0.00	0.00	0.00	0.00	0.00	0.00	
	TOTAL EQUIPMENT EXPENSE	5,000.00	2,500.00	2,025.36	0.00	0.00	0.00	\$2.51%
4807	OPERATING TRANSFER TO ANOTHER DISTRICT FUND	0.00	0.00	0.00	70,000.00	0.00	0.00	
5000	INVESTMENT POOL LOSS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL EXPENSES	1,003,500.00	919,850.00	601,137.40	703,155.71	98,566.58	46,211.95	

03/11/97



Placentia Library District  
Balance Sheet

February 28, 1997

Assets

General Fund - Checking	6,051.32	
Literacy Fund-Checking	3,638.46	
County Exempt-Checking	6,282.54	
Payroll Account	49,818.98	
Savings (P/R Support)	3,724.89	
Savings (P/R Fees)	2,229.31	
Certificates of Deposit	27,500.00	
General Fund - Savings	2,850.19	
Literacy Fund - Savings	5,389.63	
County Exempt - Savings	5,344.66	
Total Assets		112,829.98

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Liabilities

Manual Payroll Checks	0.00	
Payroll Taxes Payable	4,190.11	
Deferred Comp Payable	842.45	
Insurance Payable	(435.65)	
Credit Union Payable	(364.22)	
Union Dues Payable	109.98	
Other Employee Deductions	656.41	
Total Liabilities		4,999.08

Capital

Fund Balance	107,830.90	
Total Capital		107,830.90
Total Liabilities and Capital		112,829.98

=====

PLACENTIA LIBRARY DISTRICT  
Bank Reconciliation for Sanwa Bank Account 0937-19337  
General Fund Petty Cash Savings Account

February 1997

Prepared 3/12/97

	DATE/NO.	DEBITS	CREDITS	BALANCE
Statement Balance				33,968.65
Checks Out	1028	31,118.46		
TOTALS		31,118.46	0.00	
CHECKBOOK BAL				2,850.19

*Ed Smith*  
3/12/97

PLACENTIA LIBRARY DISTRICT  
Bank Reconciliation for Sanwa Bank Account 2657-00860  
General Fund Petty Cash Checking Account

February 1997

Prepared 3/12/97

	DATE/NO.	DEBITS	CREDITS	BALANCE
Statement Balance				6,064.84
Checks Out	4350	13.52		
TOTALS		13.52	0.00	
CHECKBOOK BAL				6,051.32

*Edwards*  
3/12/97

02/28/97

Page 1  
Part 1 of 1 Parts

Placentia Library District  
Income Statement For Department 01  
Period Spread Sheet  
1 Period(s) Ending February 28, 1997

	Total	02/28/97
<b>Income</b>		
Cash Register-Audio Visual	0.00	0.00
Cash Register-Mis.	7.00	7.00
Cash Register-Fines	1,608.47	1,608.47
Cash Register-Damaged Items-Not in	0.00	0.00
Cash Register-Lost Items	87.40	87.40
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	89.50	89.50
Cash Register-Computer Rental	4.00	4.00
Typewriter Income	0.00	0.00
Telephone Income	0.00	0.00
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	28,082.00	28,082.00
Other Grants	0.00	0.00
County Reimbursements	3,859.40	3,859.40
Interest Income - checking	0.00	0.00
Interest Income - savings	10.30	10.30
Miscellaneous Income	0.00	0.00
	-----	-----
Total Income	33,748.07	33,748.07
<b>Cost of Sales</b>		
	-----	-----
Gross Profit (Loss)	33,748.07	33,748.07
<b>Expenses</b>		
Transfers to County	31,118.46	31,118.46
Employee Insurance (030)	(117.28)	(117.28)
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)	25.06	25.06
Postage (183)	0.00	0.00
Prof. & Spec. Services (190)	0.00	0.00
Special Departmental Expense (240)	0.00	0.00
Transportation & Travel (270)	96.00	96.00
Utilities (280)	0.00	0.00
Equipment (400)	0.00	0.00

02/28/97

Page 2  
Part 1 of 1 Parts

Placentia Library District  
Income Statement For Department 01  
Period Spread Sheet  
1 Period(s) Ending February 28, 1997

	Total	02/28/97
Taxes and Fees (370)	0.00	0.00
Funds in Transit	0.00	0.00
	-----	-----
Total Expenses	31,122.24	31,122.24
	-----	-----
Operating Income (Loss)	2,625.83	2,625.83
Other Income		
Other Expenses		
	-----	-----
Net Income (Loss)	2,625.83	2,625.83
	=====	=====

02/28/97

Page 1

Placentia Library District  
Income Statement For Department 01  
YTD Actual Spread Sheet  
1 Period(s) Ending February 28, 1997

Part 1 of 1 Parts

	02/28/97
<b>Income</b>	
Cash Register-Audio Visual	0.00
Cash Register-Mis.	62.25
Cash Register-Fines	13,798.81
Cash Register-Damaged Items-Not in Us	0.00
Cash Register-Lost Items	989.43
Cash Register-Copy Cards	0.00
Cash Register-Fax/Laminator	16.50
Cash Register-Childrens	406.00
Cash Register-Publications	0.00
Cash Register-Reserves	820.80
Cash Register-Computer Rental	153.00
Typewriter Income	35.86
Telephone Income	34.57
Copy Machine Income	0.00
State Library Reimbursements	7,585.87
State Library Grants	11,887.00
State of California Foundation Funds	28,082.00
Other Grants	3,511.00
County Reimbursements	9,351.07
Interest Income - checking	0.00
Interest Income - savings	73.99
Miscellaneous Income	0.00
	-----
Total Income	76,808.15
 <b>Cost of Sales</b>	
	-----
Gross Profit (Loss)	76,808.15
 <b>Expenses</b>	
Transfers to County	68,014.38
Employee Insurance (030)	(234.56)
Food (0900)	15.76
Household Expenses (100)	0.00
Insurance (1100)	0.00
Maintenance-Equip (130)	1,640.95
Maintenance-Bldg (140)	445.00
Communications (070)	0.00
Memberships (160)	265.00
Office Expense (180)	749.19
Postage (183)	600.66
Prof. & Spec. Services (190)	240.11
Special Departmental Expense (240)	(351.02)
Transportation & Travel (270)	2,135.08
Utilities (280)	0.00
Equipment (400)	0.00



02/28/97

Page 2  
Part 1 of 1 Parts

Placentia Library District  
Income Statement For Department 01  
YTD Actual Spread Sheet  
1 Period(s) Ending February 28, 1997

	02/28/97
Taxes and Fees (370)	604.00
Funds in Transit	0.00
	-----
Total Expenses	74,124.55
	-----
Operating Income (Loss)	2,683.60
Other Income	
Other Expenses	
	-----
Net Income (Loss)	2,683.60
	=====

02/28/97

Placentia Library District  
Cash Disbursements  
Checkbook 5 Fiscal Year 97 Period 8  
General Fund - Savings

Page

Check	Date	Payee	Amount
1027	02/28/97	VOID void	0.00
1028	02/28/97	O.C. Auditor	31,118.46
		0-5102-01 Transfers to County	31,118.46
		Checkbook 5 Total	31,118.46

02/28/97

Placentia Library District  
Cash Disbursements  
Checkbook 1 Fiscal Year 97 Period 8  
General Account

Page 1

Check	Date	Payee	Amount
4345	02/03/97	Art Emporium 0-5114-01 Office Expense (180)	11.54
4346	02/03/97	VOID void	0.00
4347	02/03/97	NSFRE 0-5122-01 Transportation & Travel (270)	25.00
4348	02/18/97	Paychex 0-5408-04 Payroll Processing Fees	240.95
4349	02/19/97	Placentia C/C 0-5122-01 Transportation & Travel (270)	6.00
4350	03/25/97	Elizabeth Minter (p/ 0-5114-01 Office Expense (180)	13.52
4351	03/21/97	Friends of CA Librar 0-5122-01 Transportation & Travel (270)	25.00
4352	03/21/97	Placentia C/C 0-5122-01 Transportation & Travel (270)	40.00
Checkbook 1 Total			362.01

02/28/97

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

Page 2

For Fiscal Year 97, Period 8 through Fiscal Year 97, Period 8

Account Name	Total
0-5114-01 Office Expense (180)	25.06
0-5122-01 Transportation & Travel (270)	96.00
0-5408-04 Payroll Processing Fees	240.95
	<hr/>
	362.01
	<hr/> <hr/>

PLACENTIA LIBRARY DISTRICT  
Bank Reconciliation for Sanwa Bank Account 0935-19338  
Literacy Fund Petty Cash Savings Account

February 1997

Prepared 3/12/97

	DATE/NO.	DEBITS	CREDITS	BALANCE
Statement Balance				5,389.63
Checks Out				
TOTALS		0.00	0.00	
CHECKBOOK BAL				5,389.63

*EDW*  
3/12/97

02/28/97

Page 1  
Part 1 of 1 Parts

Placentia Library District  
Income Statement For Department 02  
Period Spread Sheet  
1 Period(s) Ending February 28, 1997

	Total	02/28/97
Income		
Gifts Income	0.00	0.00
Tutor Training Income	0.00	0.00
Workshops Income	0.00	0.00
Book/Materials Income	0.00	0.00
Interest Income - checking	0.00	0.00
Interest Income - savings	9.45	9.45
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
Placentopoly Games	0.00	0.00
	-----	-----
Total Income	114.45	114.45
Cost of Sales		
	-----	-----
Gross Profit (Loss)	114.45	114.45
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	0.00	0.00
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	0.00	0.00
	-----	-----
Operating Income (Loss)	114.45	114.45
Other Income		
Other Expenses		
	-----	-----
Net Income (Loss)	114.45	114.45
	=====	=====

02/28/97

Page 1

Placentia Library District  
Income Statement For Department 02  
YTD Actual Spread Sheet  
1 Period(s) Ending February 28, 1997

Part 1 of 1 Parts

	02/28/97
Income	
Gifts Income	0.00
Tutor Training Income	150.00
Workshops Income	0.00
Book/Materials Income	0.00
Interest Income - checking	9.16
Interest Income - savings	72.49
Miscellaneous Income	0.00
Citizenship Tests (CASAS)	769.00
Citizenship Tests (CASAS)	0.00
Donations to Literacy	0.00
Placentopoly Games	200.00
	-----
Total Income	1,200.65
Cost of Sales	-----
Gross Profit (Loss)	1,200.65
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)	1,192.04
Other Income	
Other Expenses	
	-----
Net Income (Loss)	1,192.04
	=====

02/28/97

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

Page 1

For Fiscal Year 97, Period 8 through Fiscal Year 97, Period 8

Account Name	Total
* * N O A C T I V I T Y * *	



PLACENTIA LIBRARY DISTRICT  
Bank Reconciliation for Sanwa Bank Account 0933-19339  
County Exempt Fund Petty Cash Savings Account

February 1997

Prepared 3/12/97

	DATE/NO.	DEBITS	CREDITS	BALANCE
Statement Balance				5,344.66
Checks Out				
TOTALS		0.00	0.00	
CHECKBOOK BAL				5,344.66

*ESM*  
3/12/97

PLACENTIA LIBRARY DISTRICT  
Bank Reconciliation for Sanwa Bank Account 2658-00932  
County Exempt Checking Account

February 1997

Prepared 3/12/97

	DATE/NO.	DEBITS	CREDITS	BALANCE
Statement Balance				6,342.54
Checks Out	1074	60.00		
TOTALS		60.00	0.00	
CHECKBOOK BAL				6,282.54

*OSM*  
3/12/97

02/28/97

Page 1  
Part 1 of 1 Parts

Placentia Library District  
Income Statement For Department 03  
Period Spread Sheet  
1 Period(s) Ending February 28, 1997

	Total	02/28/97
<b>Income</b>		
Cash Register-Copy Cards-Exempt Fun	0.00	0.00
Microfilm/Microfich Income	0.00	0.00
Meeting Room Income	290.00	290.00
Test Proctoring Income	40.00	40.00
Vending Machine Income	0.00	0.00
Debit Card Income	817.70	817.70
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	5.01	5.01
Interest Income - savings	8.40	8.40
Miscellaneous Income	0.00	0.00
Gulf Arab Grant Income	0.00	0.00
Community Grant Income	0.00	0.00
Directors Fund (Friends)	0.00	0.00
Camp Library (Friends)	0.00	0.00
	-----	-----
Total Income	1,161.11	1,161.11
<b>Cost of Sales</b>		
	-----	-----
Gross Profit (Loss)	1,161.11	1,161.11
<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	97.33	97.33
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	0.00	0.00
Friend's-Other Activities	0.00	0.00
Library Board Expenses	0.00	0.00
Meeting Room Upkeep Expenses	60.00	60.00
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

02/28/97

Page 2  
Part 1 of 1 Parts

Placentia Library District  
Income Statement For Department 03  
Period Spread Sheet  
1 Period(s) Ending February 28, 1997

	Total	02/28/97
Debit Cards	0.00	0.00
Copier Maintenance Contract	0.00	0.00
Copier Lease Payments	0.00	0.00
Copier Supplies	0.00	0.00
	-----	-----
Total Expenses	157.33	157.33
	-----	-----
Operating Income (Loss)	1,003.78	1,003.78
Other Income		
Other Expenses		
	-----	-----
Net Income (Loss)	1,003.78	1,003.78
	=====	=====

02/28/97

Page 1

Placentia Library District      Part 1 of 1 Parts  
Income Statement For Department 03  
YTD Actual Spread Sheet  
1 Period(s) Ending February 28, 1997

	02/28/97
<b>Income</b>	
Cash Register-Copy Cards-Exempt Fund	0.00
Microfilm/Microfich Income	0.00
Meeting Room Income	2,320.00
Test Proctoring Income	280.00
Vending Machine Income	0.00
Debit Card Income	4,872.24
Friends Contributions	0.00
Friends - Summer Reading	1,000.00
Gifts Income	0.00
Special Gifts (Non Library)	0.00
Children's Dept Income	0.00
Lobbyist Income	0.00
Interest Income - checking	37.65
Interest Income - savings	95.18
Miscellaneous Income	0.00
Gulf Arab Grant Income	0.00
Community Grant Income	0.00
Directors Fund (Friends)	1,000.00
Camp Library (Friends)	350.00
	-----
<b>Total Income</b>	<b>9,955.07</b>
 <b>Cost of Sales</b>	
	-----
<b>Gross Profit (Loss)</b>	<b>9,955.07</b>
 <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	30.13
Children's Summer Reading Program	1,790.45
Children's Camp Library	457.10
Children's-Other	0.00
Debit Card - Repay Capital Equip.	2,100.00
Friend's-Director's Fund	1,150.84
Friend's-Other Activities	0.00
Library Board Expenses	867.94
Meeting Room Upkeep Expenses	635.00
Gulf Arab Grant	0.00
Community Grant Expense	0.00
Miscellaneous	0.00
Lobbyist Expense	2,616.54
Funds in Transit	0.00
Debit Card System Repairs	0.00

02/28/97

Placentia Library District  
Income Statement For Department 03  
YTD Actual Spread Sheet  
1 Period(s) Ending February 28, 1997

Page 2  
Part 1 of 1 Parts

	02/28/97
Debit Cards	0.00
Copier Maintenance Contract	1,623.60
Copier Lease Payments	0.00
Copier Supplies	404.07
	-----
Total Expenses	11,675.67
	-----
Operating Income (Loss)	(1,720.60)
Other Income	
Other Expenses	
	-----
Net Income (Loss)	(1,720.60)
	=====

02/28/97

Placentia Library District  
Cash Disbursements  
Checkbook 3 Fiscal Year 97 Period 8  
County Exempt

Page 1

Check	Date	Payee	Amount
1072	02/06/97	Serra Coop Libraries 0-5308-03 Children's Summer Reading Progra	6.17
1073	02/06/97	Serra Coop Libraries 0-5308-03 Children's Summer Reading Progra	91.16
1074	02/25/97	Emil's Cleaning 0-5319-03 Meeting Room Upkeep Expenses	60.00
Checkbook 3 Total			157.33

02/28/97

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

Page 2

For Fiscal Year 97, Period 8 through Fiscal Year 97, Period 8

Account Name	Total
0-5308-03 Children's Summer Reading Program	97.33
0-5319-03 Meeting Room Upkeep Expenses	60.00
	-----
	157.33
	=====



PLACENTIA LIBRARY DISTRICT  
 Reconciliation for Bank of America Account 07605-80156  
 Payroll Account  
 February, 1997

Prepared March 7, 1997

	NUMBER	DEBITS	CREDITS	BALANCE
Statement Balance	2937	266.32		51,657.09
	2941	19.74		
	2944	43.86		
	2947	1180.45		
	2950	61.42		
	2961	266.32		
	TOTALS	1,838.11	0.00	
Checkbook balance				49,818.98

02/28/97

Page 1  
Part 1 of 1 Parts

Placentia Library District  
Income Statement For Department 04  
Period Spread Sheet  
1 Period(s) Ending February 28, 1997

	Total	02/28/97
Income		
Transfers from County	37,680.00	37,680.00
Interest Income-CD's	0.00	0.00
Interest-Savings-Landmark	0.00	0.00
Interest-Savings-B of A	0.00	0.00
Miscellaneous Income	0.00	0.00
	-----	-----
Total Income	37,680.00	37,680.00
Cost of Sales		
	-----	-----
Gross Profit (Loss)	37,680.00	37,680.00
Expenses		
Salaries	34,152.58	34,152.58
Prepaid Salaries	0.00	0.00
Employee Benefits	0.00	0.00
Employer Payroll Taxes	2,571.93	2,571.93
Payroll Processing Fees	240.95	240.95
Bank Fees and Service Charges	0.00	0.00
Miscellaneous - Unknown	0.00	0.00
	-----	-----
Total Expenses	36,965.46	36,965.46
Operating Income (Loss)	714.54	714.54
Other Income		
Other Expenses		
	-----	-----
Net Income (Loss)	714.54	714.54
	=====	=====

02/28/97

Page 1

Placentia Library District  
Income Statement For Department 04  
YTD Actual Spread Sheet  
1 Period(s) Ending February 28, 1997

Part 1 of 1 Parts

	02/28/97
Income	
Transfers from County	394,000.00
Interest Income-CD's	956.46
Interest-Savings-Landmark	68.02
Interest-Savings-B of A	22.63
Miscellaneous Income	0.00
	-----
Total Income	395,047.11
Cost of Sales	-----
Gross Profit (Loss)	395,047.11
Expenses	
Salaries	333,883.38
Prepaid Salaries	0.00
Employee Benefits	0.00
Employer Payroll Taxes	29,057.28
Payroll Processing Fees	240.95
Bank Fees and Service Charges	0.00
Miscellaneous - Unknown	0.00
	-----
Total Expenses	363,181.61
Operating Income (Loss)	31,865.50
Other Income	
Other Expenses	
	-----
Net Income (Loss)	31,865.50
	=====

02/28/97

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

Page 1


For Fiscal Year 97, Period 8 through Fiscal Year 97, Period 8

Account Name

Total

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

TO: Elizabeth Minter, Library Director

FROM: Julie Shook, Reference Librarian 

DATE: March 18, 1997

SUBJECT: Acquisitions Report

**Dollars Spent:  
2/1/97 to 2/28/97**

	<b>General Funds</b>	<b>Adopt A Book</b>
Adult Fiction	\$55.64	\$263.50
Adult Non-Fiction		198.89
Juvenile Fiction		572.08
Juvenile Non-Fiction		497.30
Juvenile Continuations Print	89.60	
<b>Total</b>	<b>\$145.24</b>	<b>\$1,531.77</b>

**7/1/96 to 2/28/97**

	<b>General Funds</b>	<b>Adopt A Book</b>
Adult Fiction	\$1,744.91	\$738.78
Adult Non-Fiction	894.86	474.29
Adult Reference	2,145.68	
Adult Continuations Print	127.99	
Adult Continuations Electronic	4,680.00	
Juvenile Fiction	205.84	661.23
Juvenile Non-Fiction	313.71	636.51
Juvenile Reference	52.29	17.04
Juvenile Continuations Print	89.60	
<b>Total</b>	<b>\$10,254.88</b>	<b>\$3,053.14</b>

**Outstanding Orders**

(as of 3/9/97)

**General Funds**  
\$1,193.33

**Adopt A Book**  
\$2,044.54

Acquisitions Report, March 18, 1997, Page 2.

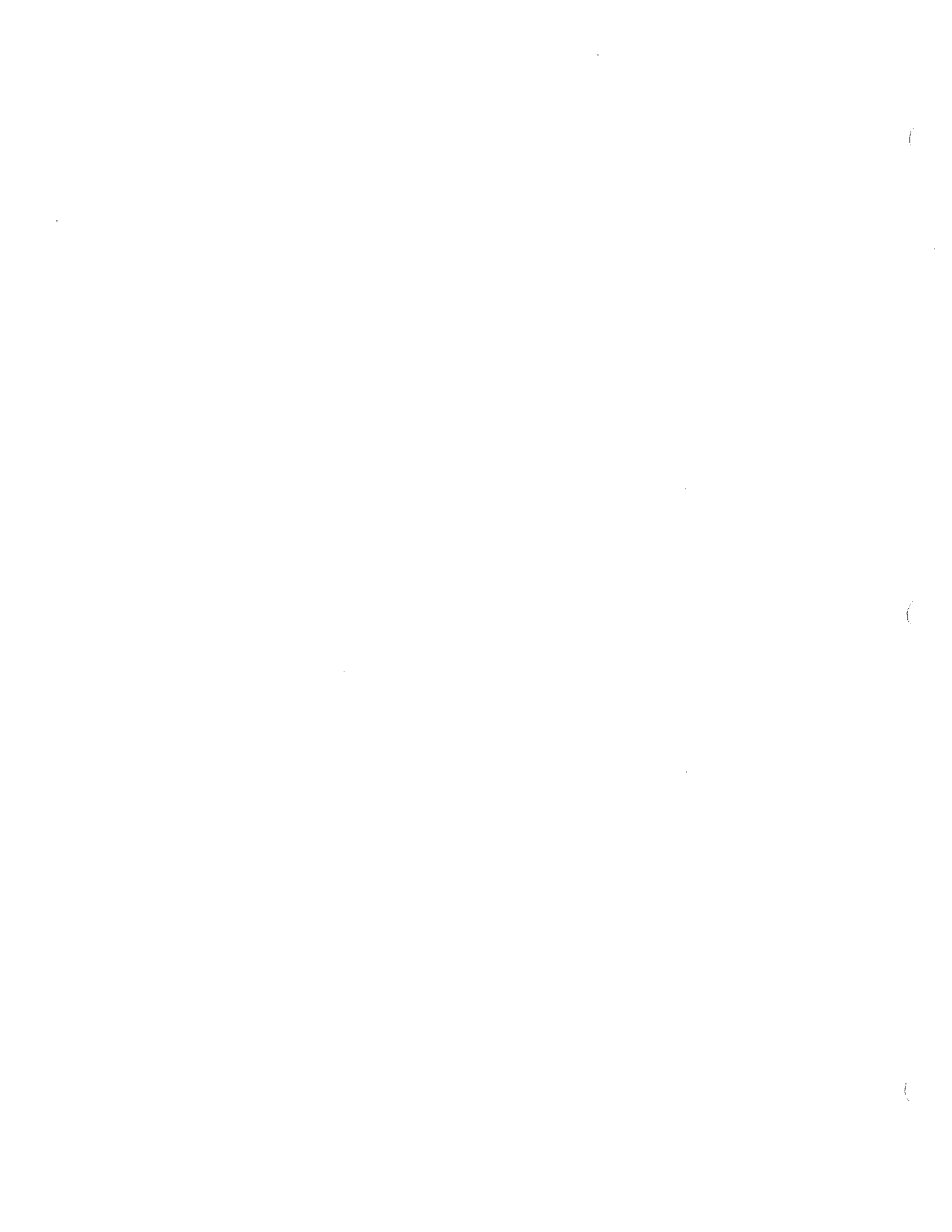
Donated Items 7/1/96 to 3/9/97

Adult Books	401	\$7,442.96
Juvenile Books	249	2,495.32
Adult Videos	8	140.00
Juvenile Videos	6	109.00
Audio CDs	27	310.00
Audio Cassettes/Books	2	52.00
Total	639	\$9,739.58

(These figures do not include paperbacks.)

To: Elizabeth D. Minter, Library Director  
From: Peggy Burkich, Circulation Supervisor PB  
Date: March 18, 1997  
Subject: **Overdue Collection Report**

The Overdue Collection Report is not available this month. Statistics have not been received from the Advanced Collection Systems, Inc. due to computer conversion.





TO: Library Board of Trustees  
 FROM: Elizabeth D. Minter, Library Director *EM*  
 DATE: March 18, 1997  
 SUBJECT: DEBIT CARD SYSTEM REIMBURSEMENT REPORT FOR FEBRUARY, 1997

SUMMARY OF PRINTER/COPIER ACCOUNTS FEBRUARY 1997

Beginning Balance 02/1/97			\$ 359.96
	<u>Income</u>	<u>Expend.</u>	
Total Deposits in January	817.70		
Total Materials & Supplies		0.00	
Total Repairs		0.00	
Total Copier Paper Expense		0.00	
Total Copier Lease Payments		0.00	
Total Copier Maintenance Payment in January		0.00	
Debit Card System Loan Payback (January 21, 1997)	<u>          </u>	<u>0.00</u>	
	\$ 817.70	\$ 0.00	
Ending Balance 02/28/97			<u>\$ 1,177.66</u>
March payment			\$ 700.00

SUMMARY OF PRINTER/COPIER LOAN ACTIVITY THROUGH FUND 702

Loan Amount as of 10/31/96	16,559.50
Loan Repayment through 02/28/96	(6,965.48)
February Purchases (Fund 702)	0.00
February Payment	<u>00.00</u>
Balance 02/28/97	<u>\$ 9,594.02</u>

Prepared by: Charlene Dumitru



TO: Library Board of Trustees  
 FROM: Elizabeth D. Minter, Library Director *sh*  
 DATE: February 25, 1997  
 SUBJECT: Gift Fund Report

The following cash gifts to Placentia Library District were received from January 16, 1997 through February 20, 1997.

Donations to Adopt-a-Book program:

<u>Name</u>	<u>Amount</u>	
Association of Placentia-Linda Educators	25.00	
Margaret A. Cooper	50.00	
Kaye E. Lennon	25.00	
Robin J. Masters	29.00	
Contributions received through donation box at circulation desk	69.00	
Author's Brunch Tips designated for Adopt-A-Book were received from the following donors:	2,788.00	
Herb and Lis Apelgren	Pete and Pat Irot	Gene and Liz Rose
Geraldine Backes	Margaret Kendrick	Marie Schmidt
Donna and Raymond Bass	John and Lotti Koziel	Bonnie Sheffield
Fred and Maxine Cantrell	Louis and Lorraine Kratt	Julie Shook
Aldean Cassidy	Laura Latta	Shirley Schlichter
Margaret A. Cooper	Patty Latta	Arlene Siebold
Dottie Cunningham	Eleanor McFarland	Ralph & Patricia Shook
Bob and Sue D'Amato	Barbara McHugh	Nancy Solesbee
Jane DeJovin	Katie Matas	Kate Suiter
Jim and Peggy Dinsmore	Tiffiney Maxwell	Lorri Jo Thanos
Tom and Joan Dressel	Fred Minter	Daryll Thomann
David and Judy Farkas	Linda Pappas	John and Charlotte Tiedt
Jim Fenstermaker	Linda Pavlik	Robert and Jean Turner
James Fleming	Carol Pence	Clairee Tynes
Donna Frizell	Al and Laura Penry	Peggy Vincent
Erv and Nita Godwin	Carol Peterson	James and Virginia Walker
Geraldine Hall	Marlene Pocinich	Bill and Joan Waterworth
Joyce Halvorsen	Sue Rheinschild	Laura Webb
Ted and Marion	Thelma Richards	Cheryl Willauer
Hetherington	Clare Rider	Hugh and Gae Wood
Marge Horrocks	Bill and Mary Lou Roberts	

**Total Donations to Foundation Adopt-a-Book** **\$2,986.00**

Author's Brunch Tips designated for Foundation Endowment Fund were received from the following donors: 1,060.00

Margarete Barnes	Ted Farkas	Al Shkoler
David and Charlotte Baughman	Mike and Elizabeth Hince	Andrea Sinclair
Marna Becker	Laurel McCarthy	Cyrise Smith
Billian Botha	Greta Nagel	Allan and Sandra Stark
Gina and Rolando Esquivel	Richard Pappas	Wilma Stayner
Bess Farkas	Wes and Lu Pringle	Marv and Mary Reid
Daniel Farkas	Susan Porter	Lynda Rowntree
	Dixie Shaw	George and Mary Ziegler

**Total Donations to Foundation Endowment Fund** \$ 1,060.00

**TOTAL CASH DONATIONS** \$ 4,046.00  
through March 15, 1997

TO: Elizabeth D. Minter, Library Director

FROM: Charlene Dumitru, Administrative Assistant *cd*

DATE: March 18, 1997

**SUBJECT: BUILDING MAINTENANCE REPORT FOR MONTH OF FEBRUARY**

1. **Air Conditioning** - Regular monthly maintenance was performed. Heat was turned on.
2. **Lighting** - Regular inspection, cleaning and replacement of overhead lighting.
3. **Floor Tiles** - Loose and broken floor tiles have been repaired by City of Placentia Maintenance.
4. **Public Restroom** - Sticking lock on stall in children's restroom has been repaired.



TO: Library Board of Trustees  
FROM: Elizabeth Minter, Library Director *elm*  
DATE: March 18, 1997  
SUBJECT: **PERSONNEL REPORT FOR FEBRUARY, 1997**

RESIGNATIONS:

Irene Aguilar, Student Assistant (part-time), Circulation, effective February 28, 1997

TERMINATIONS:

None

APPOINTMENTS:

None

OPEN POSITIONS:

None

Prepared by: Charlene Dumitru





TO: Elizabeth Minter, Library Director  
 FROM: Cheryl Willauer, Volunteer Coordinator  
 SUBJECT: Volunteer Report for the Month of February, 1997

## CUMULATIVE RECORD OF VOLUNTEER WORK HOURS

REGULAR	FY96/97 February	FY96/97 YTD	Starting	Cumulative
Andrade, Linda	7.00	68.75	9/95	126.75
Ball, Thom	0.00	13.50	7/96	13.50
Cheek, Lola	0.00	14.75	4/96	43.50
Covington, Darlene	4.50	38.80	3/95	289.55
Cummings, Dottie	7.00	14.00	1/97	14.00
Cullum, Beverly	0.50	28.00	7/96	28.00
Dailey, Marjorie	0.00	37.00	10/95	117.00
Deputy, Paul	9.50	193.00	7/82	6,085.00
Dorey, Chet	20.25	22.25	1/97	22.25
Dorey, Barbara	2.00	2.00	1/97	2.00
Farkas, Ted	0.00	2.00		4.00
Fitzgerald, Joan	14.50	175.25	10/93	946.50
Godwin, Nita	1.75	46.00	2/96	82.25
Goldbaum, Mae	0.00	13.25	7/88	386.75
Grismer, Luci	16.00	44.25	12/93	44.25
Hemmerling, Barbara	7.25	78.75	10/95	129.75
Himes, Camille	0.00	3.50	4/96	5.50
Hiranuma, Michael	2.00	31.25	4/96	62.00
Horrocks, Marjorie	2.00	27.50	10/95	67.00
Hot, Pat	8.50	333.50	2/96	512.50
Jackson, Dianne	7.00	7.00	2/96	7.00
Klendshoj, Ole	2.00	27.75	2/96	59.75
Langmore, Elizabeth	0.00	2.00	3/96	1.50
Livesey, Jane	10.00	45.75	88.75	78.75
Lough, Janet	0.00	20.00	3/96	66.00
Mignot, Shirley	7.00	68.00	9/95	138.00
Mockler, Amanda	3.75	81.75	7/96	81.25
Myers, Claire	12.00	89.00	10/95	236.00
Olson, Bob	7.50	39.50	9/95	81.00
O'Neil, Edie	5.75	5.75	1/97	5.75
Olson, Jean	5.00	34.50	9/95	68.50
Reynolds, Penny	0.00	0.00	9/95	117.75
Rome, Martha	0.00	2.00	2/96	39.25
Ryan, Kristin	0.00	2.00	9/96	2.00
Schlichter, Allan	8.00	59.00	10/93	344.00
Shaw, Dixie	2.50	16.25	5/94	84.25
Stark, Sandra	2.75	15.50		54.25
Stoller, Frances	3.00	33.00	9/95	94.00
Walker, Jim	0.00	1.50	2/96	11.25
Walker, Virginia	2.00	21.50	2/96	63.75
Westberg, Carl	0.00	16.75	9/93	390.00
Wymer, Betty	13.00	76.75	1/96	126.00
J.T.P.A.	44.00	161.00		161.00
S.T.E.P.	157.00	1,296.75		1,296.75
G.A.I.N.	0.00	216.00	5/96	518.00
<b>TOTAL</b>	<b>365.00</b>	<b>3,454.50</b>		<b>13,146.00</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

TEMPORARAY VOLUNTEERS

	FY96/97			FY96/97	
	January	YTD		January	YTD
Amieri, Nick	0.00	2.00	McClanahan, Cameron	0.00	4.25
Bhavin, Patel	0.00	0.00	Miro, Tommy	0.00	10.00
Bone, Shawnda	10.00	70.00	Eric Molina	5.00	5.00
Chow, Katherine	3.50	13.00	Perez, Manuel	0.00	32.50
Cipres, Marcella	2.50	5.00	Parnas, Laurie	5.00	5.00
Chow, Rebecca	4.50	56.60	Phan, Victor	0.00	38.25
Collins, Joseph	0.00	1.50	Phillips, Stephanie	0.00	20.00
Collins, Joseph	0.00	1.50	Pleneri, Christina	0.00	3.50
Dao, Tim	3.00	3.00	Pulido, Maria	0.00	30.50
Dear, Walley	0.00	48.00	Pulido, Rosa	0.00	30.50
Delgado, Daniel	0.00	6.50	Rahman, Shayan	0.00	20.00
Delgado, Suzanne	0.00	22.50	Ramirez, Paul	0.00	2.00
Deloff, Christine	0.00	5.75	Rathod, Nidhi	11.00	63.50
Ferguson, Jan	0.00	10.25	Rendon, Jorge	0.00	8.25
Garcia, Eduardo	31.00	31.00	Romero, Rick	2.50	2.5
Hankumar, Sibiu	0.00	32.50	Shen, Tom	0.00	27.25
Harnett, Tom	5.00	61.25	Shih, Katie	6.50	25.50
Hernandez, Ricardo	0.00	7.50	Solorio, Delores	0.00	5.00
Hiranuma, Michelle	0.00	6.50	Tanaka, Eml	0.00	11.75
Huang, Julia	0.00	5.00	Tanner, Lisa	0.00	4.50
Kim, Jonathan	4.00	12.00	Tao, Amy	0.00	24.00
Kang, Hyon	0.00	6.00	Tao, Jenny	0.00	25.00
Kin, Wong	0.00	5.00	Taylor, Robert	0.00	70.00
Lapeyroterie, Jamle	0.00	2.00	Tran, Kim	2.50	7.50
Lapeyroterie, Lisa	0.00	2.00	Tsal, Albert	14.50	14.50
LaPlace, Rae	0.00	1.50	Uh, Soo	0.00	33.00
Lee, Cherisse	3.50	8.50	Wang, Sullua	0.00	5.00
Lee, Grace	0.00	39.25	Warren, Mary	0.00	17.75
Liao, Jean	0.00	4.50	Wright, Mandy	4.75	4.75
Lin, David	3.50	21.50	Yada, Julia	10.00	65.00
Lin, Jack	3.50	21.00	Yang, Denny	0.00	5.25
Lin, Sherry	0.00	24.50	Yick, Leo	0.00	23.50
Lui, Jason	0.00	15.75	Yip, Vivian	0.00	2.00
Mason, Jonathan	0.00	4.00	Yu, Liang	4.00	51.00
<b>TOTAL</b>	<b>63.00</b>	<b>560.60</b>		<b>52.00</b>	<b>802.75</b>

LVA VOLUNTEERS

Literacy Volunteer Hours 517.00

TOTAL VOLUNTEER HOURS

997

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	
	FY95/96	FY97/98	FY96/97	FY97/98
January	361.25	488.60	469.00	367.00
February	339.25	480.00	601.50	517.00
March	410.50		476.00	
April	702.25		455.00	
May	473.00		445.00	
June	437.25		270.00	
July	808.25		457.00	
August	776.75		209.00	
September	773.75		482.00	
October	756.50		482.00	
November	519.75		257.00	
December	370.00		142.00	

Placentia Library District  
Circulation Report  
MARCH 18, 1997

	FY96-97 YTD	FY95-96 YTD	% CHANGE FY96 TO FY97	FY96-97 FEB 97	FY95-96 FEB 96
1st Time Checkouts	122,277	138,218	-11.53%	13,666	17,255
Phone Renewals	8,322	8,551	-2.68%	1,096	1,487
In-Building Renewals	12,307	17,653	-30.28%	1,426	2,269
Total Renewals	20,629	26,104	-20.97%	2,522	3,756
TOTAL CHECKOUTS	142,906	164,322	-13.03%	16,188	21,011
On-Time Checkins	119,872	135,267	-11.38%	12,503	16,069
Late Checkins	23,824	25,072	-4.98%	2,385	3,087
TOTAL CHECKINS	143,696	160,339	-10.38%	14,888	19,156
Hold Placed	2,854	3,342	-14.60%	393	403
Hold Cancelled	510	565	-9.73%	51	56
Hold Filled	2,483	2,869	-13.45%	288	353
Hold Expired	13	18	-27.78%	0	2
Overdue Items	7,547	8,228	-8.28%	1,099	1,160
Overdue Notices	3,364	3,681	-8.61%	462	510
Billing Notices	4,113	4,386	-6.22%	429	498
Patrons Registered	2,289	3,072	-25.49%	267	406
Titles Added	4,169	6,365		279	361
Volumes Added	8,083	10,761		462	647
<b>CIRCULATION BY TYPE OF MATERIAL</b>					
Adult Print	65,968	78,148	-15.59%	7,353	9,976
Juvenile Print	63,580	68,578	-7.29%	7,550	8,768
Total Print	129,548	146,726	-11.71%	14,903	18,744
Audio	5,619	6,793	-17.28%	553	883
Visual	7,725	10,837	-28.72%	731	1,307
Equipment	0	0	0.00%	0	0
Total Audio Visual	13,344	17,630	-24.31%	1,284	2,190
TOTAL CIRCULATION	142,906	164,322	-13.03%	16,188	21,011
Placentia Circulation	87,279	98,266	-11.18%	10,474	12,460
% Placentia Circulation	61.08%	59.79%	2.16%	64.71%	59.52%
Anaheim/Yorba Linda Circulation	27,970	33,462	-16.41%	2,773	4,308
% Anaheim/Yorba Linda Circulation	19.57%	20.36%	-3.88%	17.13%	20.58%
<b>TYPES OF BORROWERS</b>					
Adult	96,992	114,326	-15.16%	10,732	14,731
Young Adult	2,190	2,014	8.74%	273	400
Juvenile	35,018	37,178	-5.81%	4,297	4,561
New Borrower	8,667	11,481	-24.51%	886	1,313
Non Resident	2	0	0.00%	0	0
Other	0	28	-100.00%	0	6
TOTAL BORROWERS	142,869	165,027	-13.43%	16,188	23,011
<b>ATTENDANCE</b>					
Adult Reference - In Building	9,433	12,777	-26.17%	1,096	1,761
Adult Reference - Telephone	1,982	4,396	-54.91%	238	332
Children's Reference - In Building	4,651	6,602	-29.55%	708	983
Children's Reference - Telephone	322	457	N.A.	24	41
Total Adult Reference	11,415	17,173	-33.53%	1,334	2,093
Total Children's Reference	4,973	7,059	-29.55%	732	1,024
Total In Building Reference	14,084	19,379	-27.32%	1,804	2,744
Total Telephone Reference	2,304	4,853	-52.52%	262	373
TOTAL REFERENCE	16,388	24,232	-32.37%	2,066	3,117



TO: Elizabeth D. Minter, Library Director  
FROM: Charlene Dumitru, Administrative Assistant *cd*  
DATE: March 18, 1997  
SUBJECT: **Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority**

This report is not available as the maintenance costs have not yet been received from the City of Placentia.



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# CALIFORNIA ADVOCATES, INC.

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## Bill Reports for: "placentia"

(as of Start of Day: 02/27/97)

**AB 1** : [Aguiar.](#) : Asm LocalGov : ([Status](#) / [History](#) / [Latest](#)) (Introduced: 12/02/96)

**Topic:** Local government finance: property tax revenue allocation: local agency relief.

**Last Action:** Referred to Com. on L. GOV. (02/07/97)

**Position:** Watch

**Lobbyist:** MDB

**Note:** CAPS ERAF

**Digest:** Existing law requires the county auditor, in each fiscal year, to allocate property tax revenues to local jurisdictions in accordance with specified formulas and procedures, and generally provides that each jurisdiction shall be allocated an amount equal to the total of the amount of revenue allocated to that jurisdiction in the prior fiscal year, subject to certain modifications, and that jurisdiction's portion of the annual tax increment, as defined.

This bill would modify these reduction and transfer requirements, for the 1997-98 fiscal year and each fiscal year thereafter, by prohibiting the total amount allocated to a county's Educational Revenue Augmentation Fund pursuant to those requirements from exceeding the total amount allocated to that fund for the 1996-97 fiscal year.

**AB 311** : [Granlund.](#) : Assembly : ([Status](#) / [History](#) / [Latest](#)) (Introduced: 02/14/97)

**Topic:** Local agencies: annual financial report: due date.

**Last Action:** From printer. May be heard in committee March 20. (02/18/97)

**Lobbyist:** MDB

**Digest:** Existing law requires the officer of each local agency who has charge of the financial records to furnish to the Controller a report of all the financial transactions of the local agency during the next preceding fiscal year.

This bill would extend the time within which the report shall be furnished to within 150 days after the close of each fiscal year.

**AB 345** : [Granlund.](#) : Assembly : ([Status](#) / [History](#) / [Latest](#)) (Introduced: 02/18/97)

**Topic:** Libraries.

**Last Action:** From printer. May be heard in committee March 21. (02/19/97)

**Lobbyist:** MDB

**Digest:** Existing law requires that the state allocation for a library's foundation program be equal to 10% of that program and requires the proportional reduction of the state allocation to a library for its foundation program if local revenues total less than 90% of the cost of the foundation program.

This bill would require the method of allocation to be changed to a simple per capita allocation based on the population served by each public library if in any fiscal year the amount appropriated to the Public Library Fund reaches a certain amount.

**ACA 4** : Aguiar, et al. : Asm LocalGov : (Status /History /Latest) (Introduced: 12/02/96)  
**Topic**: Local government finance: property tax revenue allocation: local agency relief.  
**Last Action**: Referred to Coms. on L. GOV. and E.,R. & C.A. (02/07/97)  
**Lobbyist**: MDB

**SB 147** : Ayala, et al. : Sen Local Gov : (Status /History /Latest) (Last Amend: 02/13/97)  
**Topic**: Local agency borrowing.  
**Last Action**: Hearing postponed by committee. Set for hearing March 19. (02/26/97)  
**Lobbyist**: MDB  
**Digest**: Existing law requires that in specified circumstances cities, counties, and other local agencies obtain voter approval for the imposition of general or special taxes or the issuance of bonds.

This bill would require that no local agency , **including a charter city, a school district, or a community college district** may incur any indebtedness, as defined, **on or after January 1, 1998**, without prior approval by a majority of the voters.

**SB 154** : Thompson (Principal coauthors: Assembly Members Brown, et al. : Sen Appr : (Status /History /Latest) (Last Amend: 02/25/97)  
**Topic**: Transactions and use taxes: counties: public libraries.  
**Last Action**: Read second time. Amended. Re-referred to Com. on APPR. (02/25/97)  
**Lobbyist**: MDB  
**Digest**: Existing law authorizes various local governmental entities, in accordance with certain requirements and limitations, to levy transactions and use taxes pursuant to the Transactions and Use Tax Law.

This bill would additionally authorize the board of supervisors of a county to impose a transactions and use tax at a rate of 0.125% or 0.25% by the adoption of an ordinance, as specified, if certain conditions are met.

**SB 375** : Sher, et al. : Sen Rev&Tax : (Status /History /Latest) (Introduced: 02/13/97)  
**Topic**: Taxation.  
**Last Action**: To Com. on REV. & TAX. (02/25/97)  
**Lobbyist**: MDB  
**Digest**: Existing law requires any local entity imposing a tax pursuant to the Transactions and Use Tax Law to contract with the State Board of Equalization for the administration of that tax, and requires the board in each fiscal year to charge each contracting jurisdiction for the board's administrative services an amount that is determined by the board, in concurrence with the Department of Finance, on the basis of total special taxing jurisdiction costs, as specified.

This bill would require the State Board of Equalization, in recovering for the 1997-98 fiscal year and each fiscal year thereafter its costs incurred in administering a transactions and use tax imposed by the County of Stanislaus for the support of countywide library programs and operations, to charge that county an amount that is equal to the board's actual cost as determined by the Auditor General, but is in no event in excess of 5% of the amount of revenues derived from that tax in the relevant fiscal year.

**SB 409** : Alpert, et al. : Sen Educ : (Status /History /Latest) (Introduced: 02/18/97)  
**Topic**: Libraries.  
**Last Action**: To Com. on ED. (02/25/97)  
**Lobbyist**: MDB



**Digest:** Existing law, the California Library Services Act (act), establishes the California Library Services Board and provides that its duties include, among other things, adopting rules, regulations, and general policies relating to the implementation of the act.

This bill would revise and recast the act by enacting the Library of California Act under which services would be augmented and regional networks established.

---

Please send any suggestions  
or comments to Capitol WebWorks





ATTORNEYS AT LAW  
101 WEST BROADWAY SUITE 1800  
SAN DIEGO, CALIFORNIA 92101-8219  
TELEPHONE: (619) 234-5000 FAX: (619) 236-1995  
internet: pillsburylaw.com

Writer's direct dial number / email:

(619) 544-3177

February 27, 1997

VIA FACSIMILE TRANSMISSION

TO: ORANGE COUNTY INVESTMENT POOL  
PARTICIPANTS' DISTRIBUTION LIST

Re: In Re County of Orange, Case No. 94-22272JR  
County of Orange Litigation

Dear Pool Participants:

We continue to monitor the status of various post-confirmation issues in the County's bankruptcy case.

On December 18, 1996, Steven White filed a taxpayer action (the "White Action") in the Orange County Superior Court challenging the constitutionality of four separate but related acts of the California Legislature. The bills were enacted into law as the California Statutes of 1995, Chapter 745, 746, 747 and 748, respectively and collectively made possible the financing of the County of Orange's (the "County") Plan of Adjustment and allowed the County to emerge from its Chapter 9 case.

The County's initial procedural response to the complaint filed by Mr. White was to remove the action from the State Court to the Bankruptcy Court. Plaintiff White filed in the Bankruptcy Court a Motion to Abstain and Remand which was heard yesterday by Judge Ryan.

At yesterday's hearing, Mr. White's attorney argued that the Bankruptcy Court should abstain from hearing the action and send the White Action back to the Orange County Superior Court. While Judge Ryan acknowledged that White Action may raise issues related to the County's bankruptcy case, he found that the issues in the White Action were predominantly state law issues. Finding that all of the requirements for mandatory abstention under the Bankruptcy Code existed, Bankruptcy Judge Ryan granted plaintiff's Motion to Abstain and Remand. Consequently, the case will be transferred back to the Orange County Superior Court and litigated there.

Orange County Official Investment Pool  
Participants' Committee and Counsel  
February 27, 1997  
Page 2

We will continue to monitor the status of these matters and will periodically provide you with status reports. If you have any questions please call me.

Very truly yours,



Patrick C. Shea

cc: Official Investment Pool Participants'  
Committee and Counsel



# California Library Services Board

LIBRARY-COURTS BUILDING  
P.O. BOX 942837  
SACRAMENTO, CA 94237-0001

(916) 654-0266

## MEMORANDUM

TO: CLSA Participants *Kevin Starr*

FROM: Dr. Kevin Starr, Chief Executive Officer, California Library Services Board

DATE: March 3, 1997

SUBJECT: Summary of CLSB Actions: Meeting of February 20, 1997

---

Attached is the summary of actions taken by the California Library Services Board (CLSB) at its February 20, 1997 meeting in Sacramento. I call your particular attention to item 7, page 3, the draft legislation sponsored by Newport Beach to revise Education Code section 18743, Equal Access. The Equal Access/TBR Ad-Hoc Committee has been hard at work developing both short (item 5) and long-term (items 6 & 7) solutions to improving the effectiveness of the equal access program. State Library staff has outlined (below) the effects of that draft legislation:

- Allows waiver of compliance with the equal access provisions.
- Fees may be charged to equal access non-residents.
- Waiver recipient will continue as a CLSA member of the System.
- Waiver recipient will continue to receive reimbursements for direct loan imbalances.
- The cost to be recovered will be based on a determination of TBR formula costs unrecovered through the CLSA Direct Loan reimbursement program.
- Establishes process and conditions for System and CLSB approval of waiver.

The Board is extremely interested in your reactions, concerns, and suggestions to this initial attempt to address the equal access imbalance problems.

Please address all comments and suggestions to:

John Kallenberg, President  
California Library Services Board  
P.O. Box 942837  
Sacramento, CA 94237-0001

On behalf of the CLSB I thank you for your help.





# California Library Services Board

Agenda Item 25  
Part 2 of 4

LIBRARY-COURTS BUILDING  
P.O. BOX 942837  
SACRAMENTO, CA 94237-0001

(916) 654-0266

## MEMORANDUM

TO: Members, California Library Services Board

FROM: Richard Terry, CLSA Program Coordinator

A handwritten signature in cursive script that reads 'Richard Terry'.

DATE: March 3, 1997

SUBJECT: CLSB Actions taken at the February 20-21, 1997 Meeting

### Purpose of the California Library Services Act:

The Legislature finds and declares that it is in the interest of the people of the state to insure that all people have free and convenient access to all library resources and services that might enrich their lives, regardless of where they live or the tax base of their local government. This policy shall be accomplished by assisting public libraries to improve service to the underserved of all ages, and by enabling public libraries to provide their users with the services and resources of all libraries in this state.

### Goals of the California Library Services Board:

From this time forth the California Library Services Board will be known as a pro-active Board with an impact on State and Federal Legislation.

The California Library Services Board will continue to support the California Literacy Campaign.

The California Library Services Board will develop a statewide program for young adult services, based on appropriate supporting statistics and evaluations.

The California Library Services Board seeks to provide adequate financial and technical support to libraries for resource sharing services.

By the year 2000, the California Library Services Board will have successfully implemented the Library of California.

By the year 2000, the California Library Services Board will have been successful in seeing that unfunded components of the California Library Services Act are funded.

The California Library Services Board will continue to seek a higher visibility throughout the state.

The California Library Services Board will review and develop initiatives to ensure adequate citizen participation.





**CLSB Actions, February 20-21, 1997**

**Page 2**

To achieve the purpose of the Act, the following actions were taken at the CLSB meeting in Sacramento on February 20-21, 1997:

**1. Adoption of Agenda**

It was moved, seconded (Spence/Fong) and carried unanimously that the California Library Services Board adopt the agenda as presented.

**Approval of Minutes**

2. It was moved, seconded (Spence/Steinhauser) and carried unanimously that the California Library Services Board approve the draft minutes of the November 14-15, 1996 CLSB meeting as corrected.

**Legislative Committee**

3. It was moved by the Legislative Committee (Dawe) and carried by a vote of 7 yes, 1 no (Steinhauser) that the Board conceptually approve Senate Bill 409 (Library of California) with the understanding that the Senate Bill is in substantially the same form as the December 13, 1996 version recommended for approval by the Networking Task Force and authorize the President of the Board and the Chair of the Legislative Committee to advocate passage of the Library of California.
4. It was moved by the Legislative Committee (Dawe) and carried unanimously that the California Library Services Board support Senate Bill 359 (Literacy for Public Safety).

**Transaction Based Reimbursements**

5. It was moved by the Equal Access/TBR Ad-Hoc Committee (Kallenberg) and carried unanimously that the Board authorize its Chief Executive Officer with Equal Access/TBR Ad-Hoc Committee to develop budget act control language for 1997/98 to provide for a waiver process to facilitate addressing the problem in the Equal Access program.
6. It was moved by the Equal Access/TBR Ad-Hoc Committee (Kallenberg) and carried unanimously that the California Library Services Board be authorized to seek a legislative augmentation of \$1.6 million to the Transaction Based Reimbursement (TBR) program to enable the Board to fully fund the TBR program.

7. It was moved by the Legislative Committee (Dawe) and carried unanimously that the Board support an amendment to Education Code section 18743 to read as follows:

"Each member library of a system shall provide equal access to all residents of the area served by the system. Member libraries that incur a net imbalance shall be reimbursed through the system for the handling cost of the net loans according to the allocation formula developed pursuant to Subdivision F of Section 18724. A member library shall not be considered in violation of the equal access provisions of this section by implementing a measure or measures (including but not limited to the imposition of a non-resident fee) which allows the member library to recover the portion of the costs of providing library services to non-residents as calculated pursuant to the formula described in Subdivision F of Section 18724 which has not been reimbursed provided (1) all members of the system are authorized to implement such measure(s); (2) such measure(s) has/have been approved as part of the system plan by the system; and (3) the California Library Services Board has approved the system plan which includes such measure(s)."

8. Statewide Data Base

It was moved, seconded (Steinhauser/Fong) and carried unanimously that the California Library Services Board authorize its Chief Executive Officer to expend Statewide Data Base Program funds to support Linked Systems Project grant awards in 1997/98 based on the criteria for the evaluation of Linked Systems Project Proposals. (See Attachment A)

Special Services

9. It was moved by the Literacy Committee (Steinhauser) and carried unanimously that the California Library Services Board authorize its Chief Executive Officer to allocate, as soon as the state budget makes them available, the 1997/98 California Literacy Campaign funds to local programs in accordance with the provisions of Section 18733.2 of the Education Code of California.
10. It was moved by the Literacy Committee (Steinhauser) and carried unanimously that the California Library Services Board authorize its Chief Executive Officer to allocate, as soon as the state budget makes them available, the 1997/98 Families for Literacy funds in accordance with the provisions of Education Code Section 18735 to local participants based upon the criteria set forth in the Families for Literacy application materials and prior performance in the Program, where applicable.

### 1997/98 Criteria for the Evaluation of Proposed Linked Systems Project

Eligible library jurisdictions are public library members of consortia and CLSA Systems.

1. First priority for the use of the available funds shall be to support the objective of improved resource sharing between eligible public library jurisdictions in order to link the automated systems of several members of a consortia or CLSA System, or make linkages between CLSA Systems or between CLSA System and consortia. Special consideration shall be given to:
  - a. proposals that show promise of reducing the workload and costs involved in directing patrons to resources in other jurisdictions to stimulate direct loan sharing
  - b. proposals facilitating the interlibrary loan process for resource sharing
  - c. proposals for enhanced sharing of non-English language and juvenile materials.
2. The second priority for the use of funds that provides for the consideration of proposals for projects at individual public libraries and projects more limited or preliminary in nature than those given first priority. This priority includes the consideration of projects with the goal of establishing linkages between two or more individual public libraries not necessarily in the same consortia or CLSA System. If funds are available for this level of project, they would be used to support the objective of exploring initial steps in creating or improving basic linkages between automated library systems. Consideration will be given to proposals that:
  - a. establish linkages between the catalogs of two or more libraries with complimentary collections
  - b. model resource sharing linkages that emphasize improved access to an important collection
  - c. utilize new technologies and telecommunications routes such as the Internet to make one or more automated catalog available online that was not previously available online
  - d. establish new access to regional or larger union catalogs.
3. The evaluation of the proposals will give preference to those that:
  - a. clearly recognize and plan for the need for a realistic evaluation of vendor capabilities
  - b. identify staff resources to support the project efforts, train staff and users to implement the improved capabilities.
  - c. emphasize new linkages between previously unlinked Automated Systems. It is important to the success of a proposal that it be designed to maximize the increase of resources for the users of the expanded system.

Attachment B

**CLSA CALENDAR OF UPCOMING EVENTS & DEADLINES**

January 6-19	3rd 1996/97 Direct Loan sample period
February 17	3rd 1996/97 Direct Loan sample data due at the California State Library
March 4	Workshop for libraries considering CLLS funding, Anaheim Public Library
March 6	Workshop for libraries considering CLLS funding, California State Library, Sacramento
March 17-30	4th 1996/97 Direct Loan sample period
April 15	3rd Quarter ILL claims due at the California State Library
April 18	4th 1996/97 Direct Loan sample data due at the California State Library
April 30	3rd Quarter California Library Literacy Service reports due at the California State Library
May 1	Families for Literacy 1997/98 Applications due at the California State Library
May 8-9	CLSB Meeting, Sacramento
May 16	California Library Literacy Service 1997/98 Applications postmarked to the California State Library (libraries applying for first year funding)
May 23	California Library Literacy Service 1997/98 Plans of Service postmarked to the California State Library (for programs in years 2-5)
June 2	1997/98 System Plans of Service due at the California State Library
June 2	System Advisory Board Rosters due at the California State Library
On or about June 30	1997/98 State Budget adopted

**MCLS/SLS FACSIMILE COVER SHEET  
BROADCAST MESSAGE**

**DATE:** February 24, 1997

**TO:** MCLS/SLS Councils, Associate Members

**FROM:** Linda Katsouleas  
MCLS FAX # (818) 683-8097

**SUBJECT:** CLSB Meeting Report 2/19/97 - 2/21/97

Total number of pages: 5 (includes this page)  
Please call (818) 683-8244 if this message is incomplete or illegible.

**Message:**

President John Kallenberg introduced two new members: Joanne Kennedy, St. John's Hospital, Oxnard, representing institutional libraries, and Mary Purucker, Santa Monica High School, Santa Monica, representing school libraries, both Wilson appointees.

Cameron Robertson, Deputy State Librarian, reported on CSL budget increases related to the Sesquicentennial and the backlog of donated materials. The state budget analyst report does not mention the State Library which is good news. A report on requirements for Bagley Keene followed.

The CLSB unanimously passed a motion to support in concept SB 409 - the Library of California bill. It was acknowledged there was some opposition, however B. Will reported the following organizations have pledged money and or lobbying: California Association of School Libraries, California Law Library Association, the Medical Library Association, Chapters of the Special Library Association, Pac Bell, University of California, and California State University. B. Will reported resistance was based on fear of loss, especially funding, fear of reduction of current support levels, and fear of change.

The CLSB voted to support SB 356 which provides literacy services for the institutionalized.

The CLSB voted to take the following actions related to YA services: The YA committee will develop plans for a service program which will incorporate

comments from the fiscal office and present it to the Board to recommend a budget change proposal.

The CLSB approved revised goals and values, including elements to facilitate a balance between new technologies and traditional library services, and increased citizen participation in systems. More work will be accomplished via the use of subcommittees.

The \$1.4 million increase in TBR which is in the Governor's budget could help meet caseload expansion. The Board voted to authorize the CSL staff and the TBR subcommittee to pursue changes in legislation which would authorize the Board to approve equal access waivers. The Newport Beach bill will serve as a placeholder and be amended to reflect input requesting specificity. Newport Beach is seeking support via authorship/co-sponsorship of the bill. Budget control language will be sent forward asking for full TBR funding. If not granted, request for the waiver will be forwarded as a temporary solution to the nonresident problem.

The 30% hold back will probably cover the anticipated 22% increase in ILL and 6.4% increase in D/L net imbalance. The current projections indicate libraries will receive 74% of the fiscal office approved rates of \$2.85 per ILL and \$.55 per D/L. CLSB recommended rates were \$3.47 per ILL and \$.69 per D/L.

A new element for system plans of service has been adopted. It requires systems to address the equal access issue. Libraries will need to provide MCLS with a great deal of information. Please complete the attached questionnaire (CLSA system members only), and return to HQ (fax 818/683-8097) by 3/5/97.

The following systems received Linked Systems grants:

	Requested	Awarded
BALIS	\$ 86,600	\$ 86,600
MOBAC	96,000	80,400
Serra	125,725	98,000

A new call for proposals will be issued 5/16/97.

LSTA will not focus on public libraries. All types of libraries will receive funds. Priorities are recommended but not required. Equipment purchases are not prohibited. Completed needs assessments are a required element in the application.

## ALA Washington Office

## Library Services and Technology Act

Basic Questions and Answers  
October 1996

## WHAT'S THE PURPOSE OF LSTA?

According to P.L. 104-208 (H.R. 3610) enacted on September 30, 1996, the purpose of the Library Services and Technology Act (LSTA) is:

- \* to consolidate Federal library service programs;
- \* to stimulate excellence and promote access to learning and information resources in all types of libraries for individuals of all ages;
- \* to promote library services that provide all users access to information through State, regional, national and international electronic networks;
- \* to provide linkages among and between libraries; and
- \* to promote targeted library services to people of diverse geographic, cultural, and socioeconomic backgrounds, to individuals with disabilities, and to people with limited functional literacy or information skills.

## WHAT'S NEW ABOUT LSTA?

The Library Services and Technology Act builds on the strengths of previous federal library programs, but has some major advantages and differences. LSTA retains the state-based approach, but sharpens the focus to two key priorities for libraries:

1. Information access through technology
2. Information empowerment through special services

Emphasizes public libraries, but encourages interlibrary cooperation and productive partnerships throughout the entire act, allowing much more flexibility; drops "bricks and mortar" construction but allows renovation and upgrading for technology and for ADA requirements

Emphasizes libraries as change agents and implementers of equity

Emphasizes libraries as self-help institutions and community partners in lifelong learning and literacy, economic development, jobs information, health information, etc.

Consolidates 8 LSCA titles (4 unfunded) to 2

Increases flexibility at state and local levels

Streamlines and simplifies administration of programs

Agenda Item 25

Part 4 of 4

Page 2

Increases accountability and evaluation

Provides for federal recognition and support of national leadership activities

Moves administration of program from Department of Education to Institute of Museum and Library Services

#### WHAT'S THE FEDERAL ROLE IN SUPPORT OF LIBRARIES?

To ensure that the existing information infrastructure of libraries is technologically equipped to perform governmental functions cost effectively, such as

- \* supporting literacy and lifelong learning
- \* organizing and providing access to federal/state/local government information and other community information
- \* undergirding economic development by providing jobs information and supporting small businesses
- \* providing consumer health information

To adapt new technologies to identify, preserve, and share library and information resources across institutional, local, and state boundaries

To extend outreach to those for whom library service requires extra effort or special materials (such as new readers, those with disabilities)

To support education, research, and demonstrations in the library and information science field

The Library Services and Technology Act addresses all of these federal roles.

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ALA Washington Office Now

ALA Washington Office Home Page

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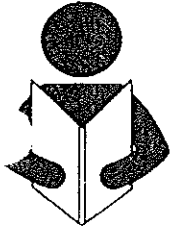
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 American Library Association  
 For questions or comments, contact [webmaster@alawash.org](mailto:webmaster@alawash.org)  
[www.ala.org/washoff/lstaqa.html](http://www.ala.org/washoff/lstaqa.html)  
 Last revised October 21, 1996.

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# Metropolitan Cooperative Library System

3675 East Huntington Drive, Suite 100, Pasadena, California 91107  
telephone (818) 683-8244 fax (818) 683-8097

February 28, 1997

- Alhambra
- Altadena
- Arcadia
- Azusa
- Beverly Hills
- Burbank
- Cerritos
- Commerce
- Covina
- Downey
- El Segundo
- Glendale
- Glendora
- Long Beach
- Los Angeles
- Monrovia
- Monterey Park
- Oxnard
- Palos Verdes
- Pomona
- Redondo Beach
- San Marino
- Santa Fe Springs
- Santa Monica
- Sierra Madre
- Signal Hill
- South Pasadena
- Thousand Oaks
- Torrance
- Whittier

TO: MCLS/SLS Directors

FROM: Linda Katsouleas

SUBJECT: Governor's response to original, placeholder networking legislation

I did not know this was a public document that had been distributed at the Legislative Committee meeting in January which none of the Southern California representatives were able to attend. Cameron Robertston, Deputy State Librarian, also told me it had been given to the CLSB.

I have been asked to distribute a copy to directors who were not at the MCLS Executive Committee meeting on February 27. Please note: This is the response to the original legislation, not to the current 409. Obviously there are some areas which are similar but I do not have the analysis of 409.

LK/jt

Enc

State of California

California State Library

Memorandum

To: CDR, LG, BW, SH

January 7, 1997

From: Paul G. Smith  
General Counsel

The Governor's office has sent a list of concerns, and a request for response to those concerns, regarding the Library of California legislative proposal. Those concerns are:

- \* This proposal presents an admirable goal -- everyone having access to all information contained in all libraries -- but the language in the bill goes too far in making commitments that cannot, should not, and will not be kept.
- \* This proposed legislation has an estimated General Fund cost of \$3 million in 1997-98 (\$1.15 million for technology and \$1.85 million for transaction reimbursement) to establish one or more regional pilot projects. The proposal states that the intent is to have the state provide full funding for the transactions and infrastructure program, but does not specify at what rate transactions will be reimbursed or define infrastructure. As a result, **this legislation would have unknown but significant ongoing general fund costs in future fiscal years.** (Bold in original.)
- \* This proposed legislation would result in the use of state General Funds to support various types of private libraries, including law, corporate, academic, and non-profit, which may be inappropriate.
- \* This proposed legislation is poorly conceived and drafted. As written, it is vague and lacks specificity with respect to the development of the required governance structure and regional networks of the program, the timelines or deadlines for the various implementation stages of the program, and the details of the required pilot programs. The proposal expresses a broad outline for the program, but as law would be unclear and difficult to implement.
- \* (On page 3, lines 4-5). This bill would make an "ongoing commitment by the state to compensate libraries for services to Californians other than their primary clientele." Again, this kind of "commitment" should not be made by the state -- the state has a role in facilitating access, but should not be responsible for every cost.

page 2

\* (On page 4, lines 18-19). Similar problem with the statement that the state should "remburse equitably any participating library for services it provides for Californians other than its primary clientele.

\* (On page 7, line 8). Who are the "economically displaced"? Is it the intent that the state pay all the costs of the homeless for library services?

\* Contents of the Bill Proposal: Current law provides for resource sharing among 174 public library jurisdictions in the state.

This bill would establish resource sharing among 8,000 California libraries as a goal.

The Library of California would be implemented in incremental steps, beginning with pilot projects at the regional level.

The legislation requires that each developmental step include authorizing legislation and adequate funding from state, local, and private sources.

**Fiscal Impact:** Unknown, open-ended, multimillion dollar commitment.



**MCLS FACSIMILE COVER SHEET**

**BROADCAST MESSAGE**

**DATE:** March 5, 1997  
**TO:** MCLS/SLS Councils  
**FROM:** Linda Katsouleas  
MCLS FAX # (818) 683-8097  
**SUBJECT:** SB 409

Total number of pages: 2 (includes this page)

Please call (818) 683-8244 if this message is incomplete or illegible.

**Message:**


The MCLS Executive Committee which met on 2/27/97 requested I transcribe and send out a checklist of their comments on SB 409. The transcription is attached.

## SB 409 Checklist

Points discussed by attendees at the 2/27/97 ExCom meeting

1. Most libraries do not oppose the concept. The current document is flawed and needs major simplification and revision.
2. There is a very high price tag (\$100 million or more) for a modest increase in benefits to most library users. Almost ninety percent of public library needs are met locally and require neither ILL or referral. To provide better service to the majority of users, local libraries need to be strengthened.
3. Future costs are undetermined. Since increases in budget (as seen by the history of TBR) are unlikely, over time more and more activity will be supported by less and less money.
4. If legislators choose to vote for it, they must be sure it is fully funded at the \$100 million level. Lack of full funding will drain local resources for a program that benefits an elite minority. How many patrons really go library to library?
5. SB 409 does not provide for actual access to libraries and their services. Private, school, and academic libraries will still restrict public access. Current ILL programs already provide access to most types of materials.
6. Payments to private academic and special libraries may be a gift of public funds.
7. Other types of libraries have access to many different types of funding. Academics charge student fees, corporate libraries are supported by profits, school districts are allowed to determine how they spend their funds and have chosen not to spend on their libraries. Only public libraries are primarily supported by local taxes with important support through CLSA and PLF funds.
8. SB 409 requires school libraries have certified professionals. This mandates but does not fund an expensive prerequisite to participation.
9. Recommend waiting to see how SB 409 evolves before taking a stand.

TO: Library Board of Trustees

FROM: Elizabeth D. Minter, Library Director 

DATE: March 18, 1997

**SUBJECT: Status Report on Strategic Plan for Placentia Library District**


The presidents of Placentia Library Foundation and Friends of Placentia Library and the Library Board of Trustees are scheduled to meet with Library Director Minter on March 17.

I anticipate that the Committee will present a proposal for the planning process to the Board at its April Meeting.





TO: Library Board of Trustees

FROM: Elizabeth D. Minter, Library Director 

DATE: March 18, 1997

SUBJECT: Status Report on Strategic Plan for Placentia Library District

The Presidents of the three library organizations met on Monday, March 17 along with Library Director Minter.

The purpose of the meeting was to develop a framework upon which each of the organizations, individually and together, could develop a strategic plan for the next three to five years.

Minter announced that City Manager D'Amato had said that the City would be willing to make available the services of City Development Services Director Joyce Rosenthal to be the facilitator for this process.

Minter also reported that local business analyst Alfred Gobar has expressed a willingness to do a presentation on the economic picture for Placentia.

Minter suggested that either Yorba Linda Library Director CarolAnn Tassios or SLS Executive Director Linda Katsouleas could be asked to give a profile of public libraries in 2001.

The group expressed several concerns about the planning process:

How do we stimulate community participation.

How do we stimulate community enthusiasm.

How do we gather information from all of Placentia.

The group discussed the distinction between focus groups and community/public hearings:

Focus groups are discussion groups of up to 10 participants, who are identified in advance and selected based upon their interest and knowledge of the topic. They are led through a structured discussion of the topic by one of the planning leaders. There may be multiple focus groups for each topic. The summary findings of each group will be presented to the planning conference. Everyone in the community, through newspaper advertisement, mailing to the Foundation database, posters, etc. will be given the opportunity to participate in a focus group. Primarily, these groups will be filled by individuals whose participation has been directly solicited.

A community/public hearing will be held after the individual boards have incorporated the information from the focus groups into their own mission statement and plan, and before the final review and modifications by the joint action of all three organizations.

The following steps were identified:

Planning session for the presidents of the three organizations and the library director with the facilitator.

Presidents prepare each of their groups for the first joint planning session.

1st Planning Session, full day. All members of each of the governing boards of each of the three organizations plus key Library staff.

Background information:

State of the Library by Minter.

State of the Friends by Irot.

State of the Foundation by Stark.

Economic and Social prognosis for Placentia

The Library of 2002.


Identify topics for focus groups and determine leadership for each group.

Focus groups meet.

Each organization meets for ½ day session to develop or review its mission statement, review the reports from the focus groups; and develop a strategic plan for the next five years.

Public hearing during which preliminary plans are presented for each group and public reaction is received. Each focus group participant will be encouraged to attend this meeting as well as library clients and community leaders.

Joint meeting of the boards of all three organizations for ½ day session to review each organization's plan, fine-tune where necessary, and celebrate the beginning.

TO: Library Board of Trustees  
FROM: Elizabeth D. Minter, Library Director   
DATE: March 18, 1997  
SUBJECT: Review Health Insurance Proposals for 1997-1998

**BACKGROUND:**

At the Library's request Anderson & Anderson has completed its annual review of group medical insurance policy options for the District. The new contract year begins April 1, 1997.

Attachment A summarizes their findings.

Staff recommendation is for renewal with CareAmerica based on both cost and services provided..

**RECOMMENDATION:**

Determine level of benefit, select vendor, and authorize the Library Director to sign all contract documents.



**Placentia Library**  
Medical Options Analysis

NAME	AGE	FAMILY CODE	CareAmerica		InterValley		Aetna		HealthNet		BlueShield		Universal Care		Foundation Health		MiralCare		MetraHealth		
			HMO	100% Hosp	HMO	100% Hosp	HMO	100% Hosp	HMO	100% Hosp	HMO	100% Hosp	HMO	100% Hosp	HMO	100% Hosp	HMO	100% Hosp	HMO	100% Hosp	HMO
1 Ammar, S	62	EE	\$190.06	\$208.24	\$130.51	\$265.73	\$318.46	\$248.49	\$265.73	\$248.49	\$265.73	\$248.49	\$265.73	\$248.49	\$265.73	\$248.49	\$265.73	\$248.49	\$265.73	\$248.49	\$265.73
2 Burkich, P	59	EE	\$150.67	\$178.49	\$130.51	\$213.68	\$238.75	\$197.62	\$213.68	\$197.62	\$213.68	\$197.62	\$213.68	\$197.62	\$213.68	\$197.62	\$213.68	\$197.62	\$213.68	\$197.62	\$213.68
3 Conn, G	29	EE	\$85.06	\$77.35	\$130.51	\$99.07	\$125.18	\$92.33	\$99.07	\$92.33	\$99.07	\$92.33	\$99.07	\$92.33	\$99.07	\$92.33	\$99.07	\$92.33	\$99.07	\$92.33	\$99.07
4 Dumitru, C	49	EE	\$125.51	\$118.99	\$130.51	\$131.55	\$141.09	\$124.62	\$131.55	\$124.62	\$131.55	\$124.62	\$131.55	\$124.62	\$131.55	\$124.62	\$131.55	\$124.62	\$131.55	\$124.62	\$131.55
5 Matas, K	38	EE+1	\$212.98	\$187.12	\$269.85	\$233.70	\$280.75	\$238.89	\$233.70	\$238.89	\$233.70	\$238.89	\$233.70	\$238.89	\$233.70	\$238.89	\$233.70	\$238.89	\$233.70	\$238.89	\$233.70
6 McClain, C	48	EE	\$125.51	\$118.99	\$130.51	\$131.55	\$141.09	\$124.62	\$131.55	\$124.62	\$131.55	\$124.62	\$131.55	\$124.62	\$131.55	\$124.62	\$131.55	\$124.62	\$131.55	\$124.62	\$131.55
7 Minter, E	51	EE+1	\$310.40	\$304.92	\$295.66	\$347.28	\$428.78	\$350.27	\$347.28	\$350.27	\$347.28	\$350.27	\$347.28	\$350.27	\$347.28	\$350.27	\$347.28	\$350.27	\$347.28	\$350.27	\$347.28
8 Shook, E	34	EE	\$100.84	\$101.15	\$130.51	\$111.29	\$124.80	\$101.54	\$111.29	\$101.54	\$111.29	\$101.54	\$111.29	\$101.54	\$111.29	\$101.54	\$111.29	\$101.54	\$111.29	\$101.54	\$111.29
9 Smith, C	32	EE	\$100.84	\$101.15	\$130.51	\$111.29	\$124.80	\$101.54	\$111.29	\$101.54	\$111.29	\$101.54	\$111.29	\$101.54	\$111.29	\$101.54	\$111.29	\$101.54	\$111.29	\$101.54	\$111.29
10 Willauer, C	45	EE+2	\$352.15	\$356.98	\$435.00	\$381.09	\$443.55	\$402.83	\$381.09	\$402.83	\$381.09	\$402.83	\$381.09	\$402.83	\$381.09	\$402.83	\$381.09	\$402.83	\$381.09	\$402.83	\$381.09
11 Week, E	35	EE	\$100.84	\$101.15	\$130.51	\$111.29	\$124.80	\$101.54	\$111.29	\$101.54	\$111.29	\$101.54	\$111.29	\$101.54	\$111.29	\$101.54	\$111.29	\$101.54	\$111.29	\$101.54	\$111.29
Quoted Monthly Premium			\$1,854.86	\$1,254.53	\$2,044.39	\$2,137.52	\$2,492.08	\$2,084.29	\$2,137.52	\$2,084.29	\$2,137.52	\$2,084.29	\$2,137.52	\$2,084.29	\$2,137.52	\$2,084.29	\$2,137.52	\$2,084.29	\$2,137.52	\$2,084.29	\$2,137.52
Quoted Annual Premium			\$22,258.32	\$22,254.56	\$24,535.08	\$25,650.24	\$29,904.66	\$25,011.48	\$25,650.24	\$25,011.48	\$25,650.24	\$25,011.48	\$25,650.24	\$25,011.48	\$25,650.24	\$25,011.48	\$25,650.24	\$25,011.48	\$25,650.24	\$25,011.48	\$25,650.24
Standard Annual (100%)			N/A	\$22,254.36	\$24,535.08	\$25,650.24	\$29,904.60	\$25,011.48	\$25,650.24	\$25,011.48	\$25,650.24	\$25,011.48	\$25,650.24	\$25,011.48	\$25,650.24	\$25,011.48	\$25,650.24	\$25,011.48	\$25,650.24	\$25,011.48	\$25,650.24
Minimum Annual (80%)			N/A	\$17,803.49	\$19,628.06	\$20,520.19	\$23,923.68	\$20,009.18	\$20,520.19	\$20,009.18	\$20,520.19	\$20,009.18	\$20,520.19	\$20,009.18	\$20,520.19	\$20,009.18	\$20,520.19	\$20,009.18	\$20,520.19	\$20,009.18	\$20,520.19
Maximum Annual (170%)			N/A	\$26,705.23	\$29,442.10	\$30,780.29	\$35,885.52	\$30,013.78	\$30,780.29	\$30,013.78	\$30,780.29	\$30,013.78	\$30,780.29	\$30,013.78	\$30,780.29	\$30,013.78	\$30,780.29	\$30,013.78	\$30,780.29	\$30,013.78	\$30,780.29
% to Current				0%	10%	15%	34%	12%	15%	12%	15%	12%	15%	12%	15%	12%	15%	12%	15%	12%	15%

\*Composite rates



TO: Elizabeth Minter, Library Director  
 FROM: Suad Ammar, Principal Librarian  
 DATE: March 18, 1997  
 SUBJECT: **Program Committee Report for the Month of February**

Preparations are underway for the National Library Week program. The program will follow the same format as the previous years'. Placentia authors that participated in last year's event will be invited to attend, new authors are being sought to be introduced and recognized. They will also be asked if they would donate copies of their books to the Library and/or make them available for display during that evening.

Because there will be a featured speaker this year, the number of readers will be limited to no more than five or six.

One of the National Library Week banners will be put up on the Chapman-Placentia Avenue location, and the second banner will go on the side of the Library building that faces the parking lot.

Refreshments will be offered by the Friends.

This program is being coordinated with the activities that the Children's Department is preparing for the same occasion.

PLACENTIA LIBRARY DISTRICT		
PROGRAM STATISTICS		
DEPARTMENT	JANUARY 97	
	# of Programs	#of Attendees
<i>LITERACY SERVICES</i>		
Citizenship Exam	1	18
Tutor Training Workshop	3	38





TO: Elizabeth Minter, Library Director  
FROM: Cyrise Smith, Children's Librarian *cmz*  
DATE: March 18, 1997  
SUBJECT: February activities in the Children's Department

**Programming-**The Children's Department had no organized programming running in the month of February.

**Special Community Programs-**We are continuing to sign children up for the In-N-Out Burger "Feed Your Imagination" reading program. Children receive a book mark with space for 5 book titles. After the child has read five books (s)he takes the bookmark to In-N-Out Burger and receives a free cheeseburger, fries, and a drink. 98 children were registered for the reading program in February. We have also had many children come in for their second or third book mark.

**National Library Week-**The Children's Department and Adult Services are continuing work on plans to implement a week long Internet training program for children during National Library Week (April 13-19). The training program would be conducted by teen volunteers from Placentia high schools, and would be held after school. A teacher from El Dorado High School, Dan Eliot, will be working with the staff of the Children's Department and Adult Services in coordinating the volunteer training program. The Children's Department has already received phone calls from parents in the community expressing interest in the program.



TO: Elizabeth Minter, Library Director  
FROM: Cheryl Willauer, Library Assistant  
DATE: March 17, 1997  
SUBJECT: Publicity materials produced for February 1997

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

1. Placentia Library Trustees.
2. Library Hours.
3. Holiday closing.
4. Afghan for Sale at Circulation Desk.
5. Literacy asking for volunteers to take the tutor training program.
6. Placentia Library Literacy Services offering INS-approved citizenship examination.
7. Storytime to start March 11 for children ages 3-5.
8. Friends of Placentia Library bookstore and on going sale in lobby.
9. Friends of Placentia Library special paperback sale.
10. Tickets now on sale for Author's Brunch to be held March 1, 1997.

**Newspaper articles published:**

1. Student's artwork to be displayed at Library.
2. Citizenship exams administered monthly.
3. Popular children's storytime at the Placentia Library will be back starting March 11.
4. Orange County Branch Laguna Beach branch facing cutbacks.
5. Musicians consort at Placentia Library. (This actually took place at the Bradford House.)
6. County library system struggle to varying degrees.
7. Uci's do-it-yourself Library checkout.
8. Libraries write new chapter. Combining technology and tradition.

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Placentia News  
Weekly FEB 20 1997

**Student's artwork to  
be displayed at library**

The Placentia Library will display the Gestaltic watercolor artwork of student Christopher Johnson until the end of February.

Johnson, a student of special education school George Key High School, suffered brain damage at four months of age from a lack of oxygen to the brain.

The library is located at 411 E. Chapman Ave. Call 528-1906, extension 207.

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Placentia News  
Weekly FEB 20 1997

**Citizenship exams  
administered monthly**

Citizenship applicants can take a citizenship test given at the Placentia Library-Literacy Services, 411 E. Chapman Ave.

Eligibility includes application for citizenship in the next year study of U.S. history and government and present intermediate or advanced level of English.

For information, call Katie Matas, 524-8408.

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The Register  
Daily FEB 18 1997

**PLACENTIA 332**

The popular Children's Storytime at the Placentia Library, eliminated this winter to help balance the library's budget, will be back — at least temporarily — in March because of a \$700 donation from the Friends of the Library. The funds will pay for staff to relieve the librarian to plan and present the event. "Storytime Magic" for children ages 3 to 5 will be offered Tuesdays from 6:30 to 7 p.m. and from 10:30 to 11 a.m. Thursdays, March 11 through April 17.

— Ann Pepper/(714) 704-3777

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Laguna News-Post  
Weekly FEB 13 1997

**The Library 332**

**► THE ISSUE:** The Orange County library system, including the branch in Laguna Beach, faced cutbacks in service because of state cutbacks in funding. The Laguna Beach Friends of the Library and the City Council formed

a partnership to raise the funds to keep the local branch open six days a week, rather than the five days a week funded by property taxes.

**► THE LATEST:** Councilman Wayne Peterson has been working on a plan to rent out the library parking spaces when the library is closed, as a fund-raiser to help minimize the burden on the Friends of the Library.

The county would have to sub-lease the lot to the city and the city would sub-lease it to the Friends of the Library. Not as complicated as it

sounds, according to Peterson. The city has lease agreements with groups such as Friends of the Sea Lions, Club for Kids and the Girl Scouts.

A lease agreement would allow the Friends to negotiate parking fees directly with businesses. The county would need to be indemnified, Peterson said, and the city and the county would have to be named as insureds on a liability insurance policy of at least \$1 million.

**► TALK ON THE STREET:** The city manager and I have explored this

concept with the Director of the Orange County Library, Peterson said. "His legal staff has advised him it would be time-consuming and cumbersome to lease the library property to a business or even a non-profit corporation. However, it is relatively simple for the county to lease the property to a public agency such as the city of Laguna Beach."

**► WHAT'S NEXT:** City Manager Ken Frank will work with county officials and the Friends to develop the leases.

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Placentia News  
Weekly

FEB - 6 1997

## Musicians consort at Placentia library

<sup>332</sup>  
**T**he Chamber Music Concert Series presents "The Liberty Consort" on Sunday at The Bradford House to commemorate Presidents' Month.

Extensive research has resulted in this wonderful history of America through music as performed by this foursome dressed in old-fashioned attire. Narrative woven throughout the presentation sets the music to the mood, times and places of our American musical experience.

The program will open with "Old Hundred" from the Bay Psalm Book, 1640, the first book printed in North America. Renditions of American composers follow: William Billings, Frances Hopkinson, Peter Van Hagen Jr., Stephen Foster, William Fry, Louis Gottschalk and selections from the music of the Civil War.

"The Liberty Consort comes

as close to re-creating an 18th Century drawing room as we are liable to encounter in this day and age of video puree," wrote an Orange County Register reviewer.

"Immensely entertaining," said Beverly Clark, Music Teachers Association of California.

The setting at the 1902 Bradford House further lends to the authenticity of times past as this musical drama unfolds.

A reception will follow the concerts, inviting further encounter between the artist and the audience and browsing through the old ranch home and grounds.

Beulah Strickler, director and pianist for the group, is the well-known founder and music director of the Fullerton Friends of Music and performs with the Dohadabe Players and the Renaissance Players.

Antoinette Brosius, soprano,

### "The Library Consort"

**When:** 3 p.m. Sunday

**Where:** The Bradford House, 135 Palm Circle, Placentia

**Info:** It's free. Call 993-2740

is also soloist at the Crystal Cathedral. She studied at Carnegie Institute and earned a degree in music from the University of Southern California.

Louis Bennet, baritone, is also a pianist, organist and composer. He is a practicing attorney and has served as vice president of Local 7 of the American Federation of Musicians and on the California Conference of Musicians' board.

JoAnne Ausmus, violin, is a graduate of the Sherwood School of Music in Chicago. She performs regularly with the Irvine Symphony, Pacific Strings and Renaissance Players.

Future series concerts will be performed March 9 and April 13.

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Anaheim Bulletin  
Weekly FEB - 6 1997

# County library systems struggle to varying degrees

By Christine L. Peterson  
Anaheim Hills News

332

There's glitz. There's basics. And there's the ever-increasing need to get books into the hands of the people who need them most.

When the state took more money away from counties in the early 1990s, city governments and library systems began fighting for ways to stretch their dollars. They often must choose between glitz and the basics.

"You could get the new Tom Clancy pretty quickly, but we've had to prioritize and decide that the public needs a copy of encyclopedias and reference materials more than to have 300 copies of a new adventure novel," Orange County Librarian John Adams said.

Anaheim is expected to spend \$5.7 million on its libraries during the 1996-97 fiscal year.

The Anaheim Public Library is part of the Santiago Library System. That means patrons can borrow books and other materials from any Orange County Public Library, the Buena Park

Library District, the Fullerton Public Library, the Mission Viejo Public Library, the Mission Viejo Public Library, the Newport Beach Public Library, the Orange Public Library, the Placentia Library District and the Yorba Linda Public Library. The library systems struggle to varying degrees.

In 1993, the Orange County Public Library system budget was \$27 million. This year, it dropped to \$17.4 million, after the state changed the way it allocates property taxes.

Yet circulation in the county system increases 5 percent each year.

About \$2.6 billion that used to go to local governments — including libraries — was eaten up by the state.

The county Board of Supervisors reconfigured the way money is distributed to the 21 cities with county-run libraries.

The new formula gives more money to larger cities, such as Irvine, and less money to smaller cities, such as San Juan Capistrano, Adams said.

It gives more money to cities

that contribute more property, have larger populations and have the highest circulations. Forty percent of the money allocation is based on property tax.

"Our cities have been uniformly satisfied that this allows for an equitable return for what they are paying into the system," Adams said.

Five libraries in the Orange County Public Library system offer Sunday hours. They are in Costa Mesa, Irvine and Laguna Niguel. Prior to Jan. 5, no branch libraries had been open on Sundays since 1978.

Costa Mesa's two branch libraries are open from 1 to 5 p.m. Laguna Niguel's one library and Irvine's two branches are open from noon to 5 p.m.

Anaheim's city service outshines Stanton's county service. It's county branch library is open only three days a week. Anaheim's city libraries are closed only on Sundays.

County supervisors established the library as its own county department Dec. 17. Supervisors also created a Library Advisory Board to develop general

library policies for the 21 cities with branch libraries.

The newest branch library, to be built in Aliso Viejo with Miello Roos funds, will include a restaurant, Adams said. The restaurant will pay rent to the library, which will use the funds for books.

"It's a real natural," Adams said. "People can stop outside for a cup of coffee."

The county system spends \$14 per resident. It's a far cry from the \$56 per person in Newport Beach and the \$20 per person in Huntington Beach. San Francisco spends \$40 per person each year, Adams said.

The county system serves 1.2 million residents, 750,000 of whom have library cards.

The county's \$17.4 million budget is split like this: \$1.6 million buys new books, periodicals and databases; nearly \$16 million pays for staff, hours, utility bills and operations.

The county library has not had a Bookmobile for at least 10 years, Adams said. But they do have children's story hours.

The county has turned to what

Adams refers to as "adaptive mechanisms" to get by. Patrons can rent current bestsellers for \$1.50 per week, and the \$125,000 program pays for itself.

Within the next three weeks, county library patrons will be able to access full-text databases of materials in the nine-campus University of California library system. Patrons can borrow the materials on an interlibrary loan.

A 1995 county survey of library users showed that 90 percent of the patrons rated their library as good or excellent, Adams said. The single-most desired improvement was longer hours.

Two other city libraries also are expanding their services.

Newport Beach spends \$55 per person on their main library and three branches, said John Callahan, assistant city librarian.

The library has Internet connections and digital databases.

The Newport Beach Public Library Foundation raised \$1 million to help build the library, Callahan said.

Please see COUNTY/10

## COUNTY

FROM 6

"The growth just exploded," Callahan said of library use after the new building was constructed. "It was pretty much a 100 percent increase in use."

The library operates with a \$3.6 million annual budget, serving 70,000 residents. There's also a \$500,000 debt service on the building construction.

The Huntington Beach library system, with a \$2.8 annual budget for 1996-97, serves 130,000 cardholders. The library also has a \$600,000 annual enterprise fund that covers its own expenses through development fees, room rentals and donations.

The library spends \$20.50 per resident, said Ron Hayden, the library director, and circulates 1 million items each year.

Despite the perks of housing one of the largest children's collections in the nation and the Huntington Beach Playhouse, the library has not been without controversy.

NEWS FOCUS

# UCI'S DO-IT-YOURSELF LIBRARY CHECKOUT

372

By KIMBERLY KINDY  
The Orange County Register

A machine that fuses the technology of an automated teller machine and a supermarket scanner will allow UCI students to check out their own library books beginning next week.

"People can just zoom through now," said Diane Bisom, head of the library systems department at the University of California, Irvine. "They won't have to wait in line."

The Express Checkout machines — which cost \$25,000 each — are the first in the nine-campus UC system and are stationed in UCI's main library and science library.

Using the machine is much like using an ATM. A computer scanner reads a bar code on the student library card, then reads the bar code on the book. It also demagnetizes the book so students can walk through the door with-

out sounding an alarm. The receipt includes the due date.

"Once I got the hang of it, it was like, bam, you're out of here," said Nicole Litzie, an 18-year-old sophomore, who tested the system last week. "It's really easy."

Will students miss the human contact as they check out their books? Will they miss getting that due date stamped on the inside cover by their librarian?

If it means added convenience, most say no.

"This is really as fast as an ATM," said 21-year-old criminology major Anthony Alvarez. "I mean, I haven't been inside my bank for years. This is better."

Joanne Euster, UCI's head librarian, has been in the business for 29 years and isn't nostalgic about the pre-technology library, either.

She said some patrons still

have a difficult time dealing with the end of the card catalog, which has been replaced with computer terminals. But she doesn't miss it at all.

"People get really sentimental about it, but all I can say is the old card catalog was notorious for being inaccurate," Euster said.

Soon, college students won't be the only ones in Orange County who can become instant librarians. The checkout systems are beginning to pop up in public libraries.

Please see LIBRARIES Page

## LIBRARIES: Checkouts automated

FROM 1

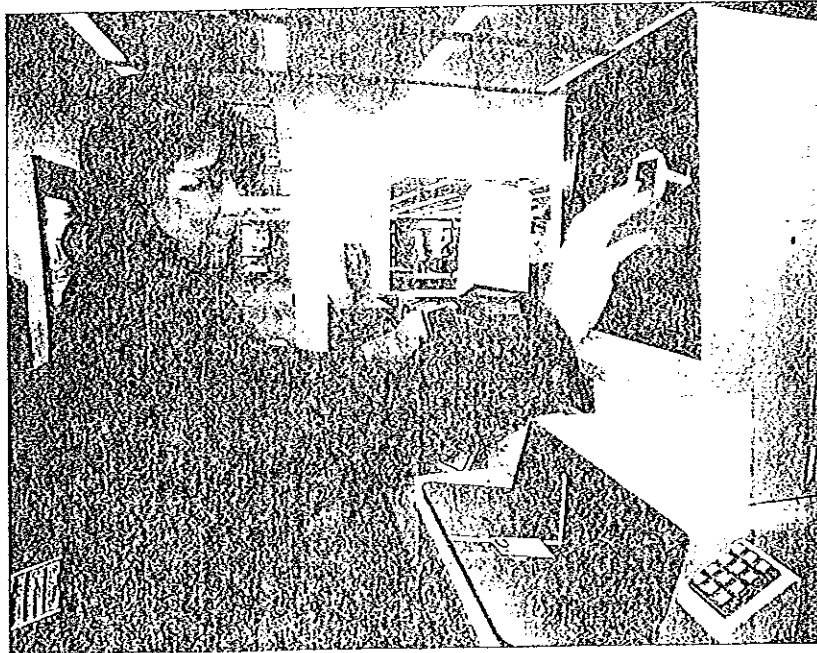
The 27-branch Orange County Public Library will get its first checkout machine at its 28th branch, in Aliso Viejo, when it opens in January. Two city libraries have the systems in place: Newport Beach Public Library installed a machine a year ago, and the Buena Park system got one three months ago.

"They are just starting to take off in Orange County because of the bankruptcy," said Art Leoncio, the Southern California representative for the 3M Co., which manufactures the checkout machine. "They didn't have any money to do it with, and now things are starting to improve."

In 1994, California State University, Fullerton's library was the first in Orange County to get the express checkout machine, but officials there said the technology was so new that it didn't really work until the past school year.

This year, the system is on the blink while the machine is converted to read a magnetic strip on student cards instead of the old bar codes.

The system, which should be running again next week, is used to check out about 80 percent of



LEONARD ORTIZ/The Orange County Register

**NO LIBRARIAN INVOLVED:** Using the new machine-checkout system at the University of California, Irvine, Celia Torres learns it won't work because she does not have a personal identification number.

the books from the library.

The reason public libraries and universities are using the technology is simple. In the long run, it will save money on staff, and it frees librarians to help patron-

ize, research and more difficult tasks.

"It's a labor-saving device. And it's also more convenient for the public," said Frank Stewart, who oversees automation sys-

tems for the city of Mission Viejo. "You won't have to go looking for the librarian."

In California, 52 libraries use the system, only eight at universities and colleges.

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The Register  
Daily FEB 22 1997

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Los Angeles Times  
OC Edition  
Daily FEB - 1 1997

**COLUMN ONE**

# Libraries Write New Chapter

337

■ Across the nation, institutions are trying to balance technology and tradition. At San Francisco's New Main, bibliophiles say, books are getting short shrift.

By MARY CURTIUS  
TIMES STAFF WRITER

SAN FRANCISCO—Billed as the crown jewel of a civic renaissance, this city's New Main library opened just over nine months ago to national acclaim for its daring architecture and bold embrace of technology.

Gleaming in marble splendor within the Civic Center, the

New Main was hailed as a model public library for the 21st century. From its light-filled, six-story entrance atrium to the comfortably furnished study nooks tucked into corners and the computers offering free Internet access, the new library seemed to have it all.

But from the beginning, some saw the library's offerings as threats, not blessings. Free access to computers and videocassettes, displays of dramatic public art and myriad meeting rooms open to community groups are all fine, critics said, but where are the books?

"I feel so angry and so betrayed," said Tille Olsen, a poet and author of short stories who spent thousands of hours educating herself in the musty book stacks of the 19th century Old

Main.

Visiting the New Main shortly after it opened, Olsen looked at the atrium and saw a void where she thought books should be. She saw youngsters crowded around computer terminals in the roomy and colorful children's center, but noticed none of them prowling through open stacks of books. She saw the names of prominent corporate donors mentioned liberally throughout the library and recoiled.

And she found that not one book she wanted to check out was available.

"The New Main is a betrayal of what a public library is supposed to be about," Olsen said. In its rush to embrace technology, she mourned, the library

Please see LIBRARY, A31



# LIBRARY: Combining Technology, Tradition

Continued from A1  
"left its soul behind."

Olsen's assessment pinpoints the dilemma librarians and library lovers in many communities are facing as they update one of society's most cherished public institutions. How do you move a public library into the Information Age without sacrificing its traditional role as a collector and circulator of books? How do you modernize a library without violating the sentimental notions many Americans carry with them from their youth—memories of quiet retreats presided over by stern but kind librarians?

"There are debates going on everywhere," said Peter Lyman, UC Berkeley's chief librarian. "Some people are wary that this technological library is being sold as a replacement to the traditional library. It is a question of what is being lost as well as what is being gained."

In the case of the New Main—dubbed that in the planning stages years ago to distinguish it from the then-functioning Old Main—criticisms such as Olsen's gradually gained credence.

From the day it opened last April, the New Main seemed to lurch from one problem, one scandal to the next.

There were lengthy lines to check out materials, shortages of public bathrooms, flaws in the computerized catalog, long lag times for re-shelving books and then the sudden, shocking news of a \$2.8-million deficit in the library system's budget.

A loose-knit band of authors, bibliophiles and intellectual gadflies began showing up at Library Commission meetings to denounce the New Main. Newspaper headlines, radio talk shows and magazine pieces dissected its operations.

There was criticism that books took second place, even when it came to the design of the building. Space that could have been used to shelve books, critics said, had been given over to "affinity groups" to build single-subject study centers for Filipinos, African Americans, gays and lesbians and others.

Space also had been set aside for community rooms, part of Chief Librarian Kenneth Dowlin's vision of the New Main as a meeting spot. As a result, many books available to the public in the Old Main now were stored in closed stacks, accessible only to library employees.

Demoralized librarians said the New Main—swamped by as many as 12,000 visitors a day in the beginning to a still hefty 5,600 now—did not work.

They complained of computer terminals often being on the blink and of patrons practically coming to blows as they stood in line for those that functioned.

"All in all, it's been quite a disappointment," said Kathy Bremer,

a branch librarian who heads the librarians union. "They created a cultural center. It looks like a mall."

The revelation that caught the attention of official San Francisco came in December, when Dowlin told a stunned County Board of Supervisors of the \$2.8-million budget deficit. The financial crisis was so severe, he said, that he was forced to temporarily stop buying new books as part of a package of cost-cutting measures.

"It's been a wild ride" since the New Main opened, Dowlin told the board as he struggled to explain where the money had gone.

There were signs of trouble even months before the opening day. When librarians revealed that they had culled 100,000 books from the collection and tossed them out, a furor erupted.

Critics charged the culling was done to fit the collection into its new home. Library managers said the books were damaged or outdated.

To comply with a city ordinance that barred the sale of the books, the tomes were buried in a city landfill.

The outcry was so great that the library's embarrassed management invited the public to pick through discards not yet disposed of. In response, the local chapter of the Gray Panthers organized a rescue operation.

"We are keeping them in trust for the library until they come to their senses," said Deetje Boler, a bibliophile who said she must squeeze past boxes of books to get out her front door. Boler said she carted home several hundred books earmarked for destruction.

"I stuck mostly to nonfiction, but how do you choose?" Boler said. "These were the books that librarians had preserved for generations."

Then came the fight over the card catalog. Bibliophiles battled, unsuccessfully, for a place in the New Main for the 2,520 carved drawers of the catalog they said was needed to supplement the new, computerized version.

The Library Commission said not only was there no room, the printed catalog was obsolete.

Leading the defense of the old catalog was author Nicholson Baker, who sued the Library Commission

for access to prove that it listed books the online catalog did not include. Ultimately, the commission agreed to give the public access to the old catalog, which will be located in a nearby exhibition hall.

The story of the New Main is nothing less than "a case study of what can happen . . . when telecommunications enthusiasts take over big old research libraries and attempt to remake them, with corporate help, as high-traffic showplaces for information technology," Baker charged in an article he wrote in the New Yorker.

To all the criticism, Dowlin and his supporters answered that the \$140-million library—built with a combination of bond measures and a massive private fund-raising drive—was a victim of its success.

Patronage was up 300% both in the New Main and elsewhere in the system's 26 branches. Instead of issuing a few dozen library cards daily, as they had in the Old Main, librarians were issuing more than 100 daily. Community groups kept meeting rooms in continual use. Tour buses added the New Main to their routes.

"Some of these folks cannot bear the fact that the library has been so successful," said Dale Carlson, a former library commissioner who was a key fund-raiser for the New Main. "This library doesn't look like any other library. It redefines the definition and the concept of what a library is all about."

The budget went in the red, Dowlin and his supporters said, because he was trying to keep pace with demand by adding more staff and paying huge sums of overtime.

But the union representing librarians countered that the culprits were incompetent management and expensive technology.

Whatever the source of the financial troubles, Dowlin's admission spurred Mayor Willie Brown and the Board of Supervisors to act. The board took control of the library's finances from Dowlin, and Brown ordered his budget director to audit the institution's finances and management practices. The city pumped \$1.7 million into the li-

brary's budget from other funds.

In January, Brown forced Dowlin to resign.

At an emotional, standing-room-only Library Commission meeting, an unrepentant Dowlin defended his vision of the library and his record. He hinted that he was forced out by librarians who feared that his high-tech library would reduce them to gatekeepers for the World Wide Web.

Some library commissioners wept as they bade him farewell.

Commission President Steve Coulter, who worked side by side with Dowlin for nine years on the New Main, was so overcome by emotion that, at first, he could not

speaking as he began to praise him as a visionary "agent of change."

"This is a revolutionary time in history," Dowlin told the crowd. "Libraries have to respond to that. . . . I am proud of what I accomplished here. I took a dream . . . I helped shape that dream into a vision and sold that vision to the community. . . . I delivered what we promised."

The trouble, Dowlin said, was that San Franciscans didn't want just a library, they wanted "an icon . . . and that is a heavy burden to bear."

Few believe Dowlin's departure will end the library's troubles.

Nor is it likely to quiet the debate over the appropriate mix of technol-

ogy and tradition in a public library, not in San Francisco, not in professional librarian circles, not in communities across the nation that are trying to decide how much—and how—to spend money on libraries.

In many communities, librarians have anxiously watched the verbal slugfest between Dowlin and his critics, trying to figure out what went wrong.

The day after Dowlin tendered his resignation, Los Angeles City Librarian Susan Goldberg Kent received a flood of e-mail from colleagues across the country, concerned about what had happened to Dowlin and the New Main.

"People are asking, 'What is the reason for this resignation? Didn't Ken build the library people had been asking for?' People are shocked," said Goldberg Kent.

"If this is set up as tradition versus innovation, you obviously have a controversy," she said. "But it is not an either/or proposition. There's been a lot of passion and people do get nervous, but you have to explain to them that when you put in a computer, it doesn't mean you will lose a book."

In San Francisco, the next library battle is likely to erupt over the selection of Dowlin's replacement.

The Library Commission has promised a nationwide search for someone who will share Dowlin's vision, but be a skilled manager. Dowlin's critics are urging the board to look for a librarian less wedded to technology and more reverential of books.

A worried Deetje Boler said she fears the new librarian will be of the same mind as Dowlin.

"So my work is cut out for me," said the book-loving Gray Panther. "I have got to defend the books."



TO: Elizabeth Minter, Library Director  
FROM: Katie Matas, Literacy Coordinator *KLM*  
DATE: March 18, 1997  
SUBJECT: **Placentia Library Literacy Services Report for the month of February**

**Program Statistics**

Active tutors: 58  
Active students: 76  
Students waiting to be matched: 37  
Percentage of tutors reporting (February hours): 83%  
Tutoring hours reported: 353  
Other volunteer hours reported: 164  
Total volunteer hours: 517

**Citizenship Exam.** The citizenship exam was administered Saturday, February 22, 1997. Eighteen people took the exam. The next exam is scheduled for Saturday, March 15, 1997.

**Tutor Training.** A 15-hour tutor training workshop concluded Tuesday, February 18, 1997. Twelve new tutors were matched with waiting adult learners.

**Other Networking Activities.** Literacy Coordinator Matas represented PLLS at the Placentia Community Network.

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SAFETY COMMITTEE MEETING  
FEBRUARY 26, 1997  
MINUTES

- I. Call to Order: 3:10 p.m.
- II. Members Attending: Jerry Conn  
Esther Guzman  
Katie Matas  
Cindy McClain
- III. Old Business
  1. Employees Conn and Dumitru attended the "Workshop on Claims Procedures and Safety Programs" on February 19, 1997 in Ontario, CA.
  2. The circulation staff has identified loose tiles in the library entry area. A city employee will return to make repairs.
- IV. New Business
  1. Employee Katie Matas was appointed to replace Jeannine Walters as the "Designated Person".

The next meeting will be March 26, 1997 at 3:00 p.m.

Respectfully submitted,



Katie Matas

