

AGENDA

REGULAR MEETING

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

Monday, November 22, 2004

6:30 P.M.

Library Conference Room

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

To accomplish this goal the Library:

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- 📖 Collects, preserves and maintains a collection of published and unpublished material about the City of Placentia and contiguous communities, about current and prior residents of Placentia, and published materials by authors who reside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

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

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

1. Roll Call

Administrative Assistant

Present
Escobedo
Dinsmore
DeVeal

Absent
Shuler
Wood

Turner

2. Adoption of Agenda

M1 - R.D.
M2 - P.D.

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

Absent

3. Minutes of the October 25, 2004 Regular Meeting.

M1 - R.D.
M2 - P.D.

Presentation: Library Director
Recommendation: Approve by Motion

Justice DeBeekhuis will sign minutes

4. Oral Communications *NONE*

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

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

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

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

REPORTS

5. Board President Report *- none not present.*

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

6. Trustee Reports

This was thanked the Board & Staff for the great turnout. No one attended to report

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

7. Friends of Placentia Library Board of Directors Report

Barbara Fenwick addressed the Board. Shelves are \$50. & books now Sunday sale books will go to Ebay. 300 comes leader to friends

M10 - R.D.
M2 - P.D.

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)

No Nonstandard Claims were processed during this report period.

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

Claims 4668, 4669, 4670 and 4671 forwarded by Library Director for a total of \$25,722.09.

10. Current Claims and Payroll. (Approve)

Current Claims 4672, 4673, 4674, 4675, 4676, 4677 and 4678 for a subtotal for Current Claims of \$98,269.10; Payrolls #12 (11/10/04) for \$38,412.06 and #13 (11/24/04) for \$38,412.06 for a subtotal for Payrolls of \$76,824.12; for a total of Current Claims and Payroll of \$175,093.22.

11. FY2004-2005 Cash Flow Analysis through November 22, 2004 and recommendation that no funds be transferred at this time. (Receive & File).

FINANCIAL REPORTS (Items 12 - 16)

M11 - R.D.
M2 - P.D.

Presentation: Library Director
Recommendation: Approve by Motion

Items 12 – 16 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.

12. Financial Reports for October 2004 (Receive & File)
13. Office General Ledger & Check Registers for October 2004 (Receive & File)
14. Acquisitions Report for October 2004 (Receive & File)
15. Collection Agency Report for October 2004 (Receive & File)
16. Gifts Report for October 2004 (Receive & File)

GENERAL CONSENT CALENDAR (Items 17 - 28)

m1 - P.D.
m2 - R.D.

Presentation: Library Director
Recommendation: Approve by Motion

Items 17 - 28 may be considered together as one motion to approve the General Consent Calendar. Items may be removed for individual consideration before the General Consent Calendar is adopted. Items removed must then each have a separate motion.

- 17. Building Maintenance Report for October 2004. (Receive & File)
- 18. Personnel Report for October 2004. (Receive, File, and Ratify Appointments)
- 19. Volunteer Report for October 2004. (Receive & File)
- 20. Circulation Report for October 2004. (Receive & File)
- 21. Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority. (Receive & File)
- 22. Legislative Alerts from the California Special Districts Association. (Receive & File)
- 23. Status Report on Partnerships with Community Organizations. (Receive & File)
- 24. Status Report on Active Grant Applications. (Receive & File)
- 25. Poet Laureate Report. (Receive & File)
- 26. Certification from Placentia Library District to the State Library of California for the Public Library Fund for Fiscal Year 2004-2005, as submitted on November 16, 2004. (Receive & File)
- 27. Library of California Board Meeting Minutes for October 16, 2003. (Receive & File)
- 28. Agenda for Orange County Council of Governments Board of Directors Meeting for October 28, 2004 and minutes of the June 24 and August 26, 2004 Board of Directors Meetings. (Receive & File)

CONTINUING BUSINESS

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

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

Matching grant

Lib Grant

29, 191.

m1 - P.D. authorize

m2 - R.D. to make

legislative appointments with

first 2 weeks of December

& notify all

11/18/04

[Signature]

30. Travel Authorization Amendment for California Special Districts Association Workshop, Staying in Compliance, San Diego, December 15, 2004.

Presentation: Library Director
Recommendation: Amend the Travel Authorization from August 23, 2004 to include Trustees Turner and Wood for attending the Staying in Compliance (Brown Act & Conflict of Interest Training) Workshop in San Diego on December 15, 2004. *M1 - R.D. M2 - P.D.*

31. Final Adoption of Revision of Job Description for Library Aide to add provision for working at the Check-Out Desk under the direct supervision of a Library Clerk.

Presentation: Library Director
Recommendation: Final adoption of the amendment of Placentia Library District Policy 2325, Job Description V Library Aide, to add a provision for working at the Check-Out Desk under the direct supervision of a Library Clerk. *M1 - R.D. M2 - P.D.*

32. Determine whether to offer an incentive program for selected staff to become certified as Notary Publics, determine what that program will be and set the amendment to the Fines & Fees Policy for Fiscal Year 2004-2005 for public hearing. *M1 R.D. M2 P.D.*

Develutio/recommended deferring this item to next meeting.
Presentation: Library Director
Recommendation: Determine whether to offer an incentive program for staff to become certified as Notary Publics; and

Determine the structure of the incentive program for staff becoming Notary Publics and adopt as a first reading the amendment of Placentia Library District Policy 2150, Compensation; and

Authorize the publication of the Notice of Public Hearing for the amendment of the Fines & Fees Schedule to be held at the Library Board Meeting on December 20, 2004 at 6:30 P.M.

NEW BUSINESS

33. Award contract for purchasing the replacement telephone system.

Presentation: Library Director
Recommendation: Award contract to E. A. R. Teleconsulting, Incl, Wilmington, CA in the amount of \$11,332.46, including tax.

*M1 - R.D.
M2 - R.D.*

- 33a. Revise Placentia Library District Policy 3030, Fixed-Asset Accounting, to change the applicable purchase for inclusion for equipment and tools from *more than \$500* to *more than \$5,000* per item.

Presentation: Library Director

Recommendation: In compliance with Placentia Library District Policy 1010.3, Adoption/Amendment/Review of Policies, the Board of Trustees declares the revision of Placentia Library District Policy 3030, Fixed-Asset Accounting, to be an urgent item and it waives the requirement that the revision must be discussed at the Regular Board Meeting prior to the Regular Board Meeting at which it is adopted; and

M1 - R.D.
x M2 - BE

M1 - R.D.
M2 - P.D.

Revise Placentia Library District Policy 3030.3.1, Fixed-Asset Accounting, to change the applicable purchase for inclusion in the Fixed-Asset Accounting Schedule for equipment and tools from more than \$500 to more than \$5,000 per item.

poll call
BE }
RD }
P.D }
Shook
will

M1 - R.D.
M2 - O.K. P.D.

STAFF REPORTS (Items 34 – 43)

Items 34 – 41 may be considered together as one motion to approve the Staff Reports. Items may be removed for individual consideration before the Staff Reports Item is adopted. Items removed must then each have a separate motion.

- 34. Library Director's Report (Minter)
- 35. Program Committee Report for October 2004 (Roberts)
- 36. Children's Services Report for October 2004 (Gurkweitz)
- 37. Placentia Library Literacy Services Report for October 2004 (Roberts)
- 38. Reference and Adult Services Report for October 2004 (Strazdas)
- 39. History Room Report for October 2004 (Bell)
- 40. Placentia Library Web Site Report for October 2004 (Roberts)
- 41. Technology Report for October 2004 (Shook)
- 42. Publicity Materials Produced in October 2004. (Millonzi)
- 43. Safety Committee Minutes for October 2004 (Matas)

CLOSED SESSION

- 44. Closed Session to Discuss a Personnel Matter

Pursuant to California Government Code Section 54957 a closed session will be held to discuss the evaluation of performance of an employee, the Library Director, a personnel matter.

7:25 P.M.

ADJOURNMENT

45. Agenda Preparation for the December Regular Meeting, which will be held on Monday, December 20, 2004 at 6:30 P.M.

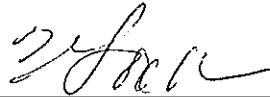
46. Review of Action Items.

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

47. Adjourn

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

I, Wendy Goodson, Administrative Assistant for Placentia Library District, hereby certify that the Agenda for the November 22, 2004 Regular Meeting of the Library Board of Trustees of the Placentia Library District was posted on Thursday, November 18, 2004.



Dec 3rd : election of
off Justice



PLACENTIA LIBRARY BOARD CALENDAR

November 2004 - October 2005

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November

- 1 7:00 PM Friends Board Meeting, Escobosa
- 4 6:30 PM Retirement Dinner for Peggy Dinsmore, Alta Vista
- 11 Library Closed for Veterans Day/Staff Holiday
- 12 California Library Association Annual Conference, San Jose, through Nov 15
- 14 1:00 PM 24th Anniversary Placentia Literacy Services, 20th Anniversary CA Library Literacy Services Reception honoring Peggy Dinsmore
- 19 ALA LAMA National Institute, Palm Springs, through Nov 21
- 21 1:00 PM Foundation Photo with Santa Fundraiser for Children's ~~Chairman~~
- 22 6:30 PM Library Board Meeting
- 25 Library Closed for Thanksgiving/Staff Holiday

December

- 3 7:15 AM Chamber of Commerce Citizen of the Year Breakfast
- 6:00 PM Foundation Donor Reception, Emerald Isle
- 6:00 PM Foundation Donor Reception, Emerald Isle, ALL TRUSTEES
- 12:00 PM Trustee terms begin
- 6 7:00 PM Friends Board Meeting, DeVecchio
- 15 8:30 AM CSDA Workshop, Staying in Compliance, ALL TRUSTEES, San Diego
- 20 6:30 PM Library Board Meeting
- 23 9:00 AM Orange County Council of Governments, OC Sanitation District
- 24 Staff Holiday, Christmas Eve Day
- 25 Library Closed for Christmas Day/Staff Holiday
- 26
Library Closed/Not Staff Holiday
- 27 Library Holiday Hours, Close at 5:00 P.M.
- 28 Library Holiday Hours, Close at 5:00 P.M.
- 29 Library Holiday Hours, Close at 5:00 P.M.
- 30 11:30 AM ISDOC Quarterly Meeting, Orange County Water District
Library Holiday Hours, Close at 5:00 P.M.
- 31 Staff Holiday, New Years Eve Day

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PLACENTIA LIBRARY BOARD CALENDAR

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January

- 1 Library Closed for New Year's Day/Staff Holiday
- 2 Library Closed /Not Staff Holiday
- 3 7:00 PM Friends Board Meeting, Wood
- 13 7:00 PM Foundation Board Meeting -- Annual Meeting
- 14 ALA Midwinter Meeting, Boston through Jan 19
- 24 6:30 PM Library Board Meeting
- 27 9:00 AM Orange County Council of Governments, OC Sanitation District
- 7:15 AM Placentia Chamber of Commerce Breakfast

February

- 7 7:00 PM Friends Board Meeting, Turner
- 20 Library Closed/Not Staff Holiday
- 21 6:30 PM Library Board Meeting
- Library Closed/Staff Holiday
- 24 9:00 AM Orange County Council of Governments, OC Sanitation District
- 7:15 AM Placentia Chamber of Commerce Breakfast

March

- 5 9:30 AM Friends of Placentia Library Author's Luncheon featuring Thom Racina
- 7 7:00 PM Friends Board Meeting, Shkoler
- 21 6:30 PM Library Board Meeting
- 24 9:00 AM Orange County Council of Governments, OC Sanitation District
- 7:15 AM Placentia Chamber of Commerce Breakfast

April

- 4 7:00 PM Friends Board Meeting, Escobosa
- 10 National Library Week, through April 16
- 25 6:30 PM Library Board Meeting
- 27 Easter, Library Closed, not staff holiday
- 28 9:00 AM Orange County Council of Governments, OC Sanitation District

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April

28 7:15 AM Placentia Chamber of Commerce Breakfast

May

2 7:00 PM Friends Board Meeting, DeVecchio

23 6:30 PM Library Board Meeting

26 9:00 AM Orange County Council of Governments, OC Sanitation District

7:15 AM Placentia Chamber of Commerce Breakfast

29 Library Closed for Monday Holiday/Not Staff Holiday

30 Library Closed for Memorial Day/Staff Holiday

June

6 7:00 PM Friends Board Meeting, Wood

20 6:30 PM Library Board Meeting

23 ALA Annual Conference, Chicago, through June 29

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

7:15 AM Placentia Chamber of Commerce Breakfast

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

July

4 Library Closed for Independence Day/Staff Holiday

25 6:30 PM Library Board Meeting

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

7:15 AM Placentia Chamber of Commerce Breakfast

August

22 6:30 PM Library Board Meeting

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

September

4 Library Closed for Monday Holiday/Not Staff Holiday

5 Library Closed for Labor Day/Staff Holiday

12 7:00 PM Friends Board Meeting, Turner

19 6:30 PM Library Board Meeting

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

May 2005						
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September

- 22 7:15 AM Placentia Chamber of Commerce Breakfast
- 29 11:30 AM ISDOC Quarterly Meeting, Orange County Water District

October

- 3 7:00 PM Friends Board Meeting, Shkoler
- 8 8:30 AM Heritage Parade, line-up at 8:30, Parade begins at 9:30
- 24 6:30 PM Library Board Meeting
- 27 9:00 AM Orange County Council of Governments, OC Sanitation District
- 7:15 AM Placentia Chamber of Commerce Breakfast

May 2005

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Jun 2005

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Jul 2005

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Aug 2005

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Sep 2005

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Oct 2005

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**MINUTES
PLACENTIA LIBRARY DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
October 25, 2004**

CALL TO ORDER

President Shkoler called the Regular Meeting of the Placentia Library District Board of Trustees to order on October 25, 2004 at 6:30 P.M.

ROLL CALL

Members Present: President Al Shkoler; Trustees Richard DeVecchio and Gaeten Wood; and Library Director Elizabeth Minter.

Members Absent: Secretary Betty Escobosa and Trustee Peggy Dinsmore

Others Present: Public Services Manager/Literacy Coordinator Jim Roberts, Technical Services Manager Julie Shook, Administrative Assistant Wendy Goodson, and Trustee Candidate Jean Turner.

**ADOPTION OF
AGENDA**

It was moved by Trustee DeVecchio and seconded by Trustee Wood to adopt the Agenda as printed.

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

Trustee Dinsmore arrived at 6:35 P.M.

MINUTES

It was moved by Trustee Wood and seconded by Trustee DeVecchio to approve the Minutes of the September 20, 2004 Regular Meeting.

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

**ORAL
COMMUNICATIONS**

No members of the public requested to address the Board.

**PRESIDENT'S
REPORT**

President Shkoler reported that the Heritage Day Parade went well.

TRUSTEE REPORTS

Trustee Dinsmore reported that Brenda Benner from the Friends of Placentia Library attended the clioinstitute in place of Friends Treasurer Camille Himes.

FRIENDS REPORTS

Brenda Benner reported that she was honored to attend the clioinstitute and she was impressed with the Cerritos Library.

CLAIMS

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

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

Claims 4652,4653,4654,4656,4657,4658,4659, and 4660 forwarded by Library Director for a total of \$55,281.69.

Current Claims 4661,4662, 4663, 4664, 4665, 4666, and 4667 for a total of Current Claims of \$28,682.66; Payrolls #10 (11/10/04) for \$31,513.17 and #11 (11/24/04) for \$31,513.17 for a subtotal for Payroll of \$63,026.34; for a total of Current Claims and Payroll of \$91,709.00.

FY2004-2005 Cash Flow Analysis through October 25, 2004 and recommendation that no funds be transferred at this time. (Receive & File).

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

FINANCIAL REPORTS

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

Financial Reports for September 2004

Office General Ledger & Check Registers for September 2004

Acquisitions Report for September 2004

Collection Agency Report for September 2004

Gifts Report for September 2004

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

GENERAL CONSENT CALENDAR

It was moved by Trustee Wood and seconded by Trustee Dinsmore to receive and file Agenda Items 18.

Building Maintenance Report for September 2004

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

It was moved by Trustee DeVecchio and seconded by Trustee Wood to receive and file Agenda Items 19.

Personnel Report for September 2004

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

It was moved by Trustee Wood and seconded by Trustee DeVecchio to receive and file Agenda Items 20-22.

Volunteer Report for September 2004

Circulation Report for September 2004

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

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

It was moved by Trustee Wood and seconded by Trustee DeVecchio to receive and file Agenda Items 23.

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

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

It was moved by Trustee Wood and seconded by Trustee DeVecchio to receive and file Agenda Items 24-26.

Status Report on Partnerships with Community Organizations

Status Report on Active Grant Applications

Poet Laureate Report

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

It was moved by Trustee Wood and seconded by Trustee DeVecchio to receive and file Agenda Items 27-28.

Letter from James R. Anderson, Law Offices of McFarlin & Anderson, Lake Forest, dated September 21, 2004 regarding Placentia Library District's financial audit for fiscal year 2003-2004.

Agenda for Orange County Council of Government Board of Directors Meeting for August 26, 2004.

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

**LEGISLATIVE
ISSUES**

Library Director reported that there were no new updates regarding the State Library Budgets.

**TRAVEL
AUTHORIZATIONS**

It was moved by Trustee Wood and seconded by Trustee DeVecchio to amend the Travel Authorization from August 23, 2004 to cover lodging for Roberts and Silberfarb on November 11, 2004 in San Jose.

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

**LIBRARY AIDE JOB
DESCRIPTION**

It was moved Trustee DeVecchio and seconded by Trustee Dinsmore to adopt as a first reading the amendment of Placentia Library District Policy 2325, Job Description- Library Aide to add a provision for working at the Check-Out Desk under the direct supervision of a Library Clerk.

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

**NOTARY PUBLIC
SERVICES**

It was moved by Trustee DeVecchio and seconded by Trustee Wood to approve as a first reading the amendment of Placentia Library District Policy 6035, Fines & Fees, to include the addition of Notary Public Services at a cost of \$10.00 per signature.

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

Discussion of amendment of Placentia Library District Policy 2150, Compensation, to include the addition of a five-percent hourly adjustment in salary for Notary Publics is deferred to the November 22, 2004 Board of Trustees Meeting.

It was moved by Trustee Wood and seconded by Trustee Dinsmore to approve as a first reading the amendment of Placentia Library District Policy 6035, Fines & Fees, to include the addition of Passport Photograph services at a cost of \$10.00 per person.

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

Discussion of authorization of publication of the Notice of Public Hearing for the amendment of the Fines & Fees Schedule to be held at the Library Board Meeting on November 22, 2004 at 6:30 p.m. is deferred to the November 22, 2004 Board of Trustees Meeting.

STAFF REPORTS

It was moved by Trustee Dinsmore and seconded by Trustee Wood to approve Agenda Items 32-41.

Library Director's Report

Program Committee Report for September 2004.

Children's Services Report for September 2004.

Placentia Library Literacy Services Report for September 2004.

Placentia Library Web Site Report for September 2004.

Technology Report for September 2004.

Publicity Materials produced for September 2004.

Safety Committee Minutes for September 2004.

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

CLOSED SESSION

The Regular Library Board Meeting was suspended at 8:14 P.M.

Pursuant to California Government Code Section 54957 (The Brown Act), a Closed Session was held at 8:14 P.M. to discuss a personnel matter.

The Closed Session ended at 9:00 P.M. No Action was taken.

**AGENDA
PREPARATION**

Agenda Preparation for the November Regular Meeting will be held on Monday, November 22, 2004 at 6:30 P.M.

ADJOURNMENT

The Regular Meeting of the Board of Trustees of the Placentia Library District for October 25, 2004 adjourned at 9:00 P.M.

**NOVEMBER
MEETING**

The November Regular Library Board Meeting will be held on Monday, November 22, 2004 at 6:30 P.M. in the Library Conference Room.

Betty Escobosa
Secretary
Library Board of Trustees

Al Shkoler
President
Library Board of Trustees

**MINUTES
PLACENTIA LIBRARY DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
October 25, 2004**

- CALL TO ORDER** President Shkoler called the Regular Meeting of the Placentia Library District Board of Trustees to order on October 25, 2004 at 6:30 P.M.
- ROLL CALL**
- Members Present:** President Al Shkoler; Trustees Richard DeVecchio and Gaeten Wood; and Library Director Elizabeth Minter.
- Members Absent:** Secretary Betty Escobosa and Trustee Peggy Dinsmore
- Others Present:** Public Services Manager/Literacy Coordinator Jim Roberts, Technical Services Manager Julie Shook, Administrative Assistant Wendy Goodson, and Trustee Candidate Jean Turner.
- ADOPTION OF AGENDA** It was moved by Trustee DeVecchio and seconded by Trustee Wood to adopt the Agenda as printed.
- AYES:** Shkoler, DeVecchio, Wood
NOES: None
ABSTAIN: None
ABSENT: Escobosa, Dinsmore
- Trustee Dinsmore arrived at 6:35 P.M.
- MINUTES** It was moved by Trustee Wood and seconded by Trustee DeVecchio to approve the Minutes of the September 20, 2004 Regular Meeting.
- AYES:** Shkoler, DeVecchio, Dinsmore, Wood
NOES: None
ABSTAIN: None
ABSENT: Escobosa
- ORAL COMMUNICATIONS** No members of the public requested to address the Board.
- PRESIDENT'S REPORT** President Shkoler reported that the Heritage Day Parade went well.
- TRUSTEE REPORTS** Trustee Dinsmore reported that Brenda Benner from the Friends of Placentia Library attended the clioinstitute in place of Friends Treasurer Camille Himes.
- FRIENDS REPORTS** Brenda Benner reported that she was honored to attend the clioinstitute and she was impressed with the Cerritos Library.



CLAIMS

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

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

Claims 4652,4653,4654,4656,4657,4658,4659, and 4660 forwarded by Library Director for a total of \$55,281.69.

Current Claims 4661,4662, 4663, 4664, 4665, 4666, and 4667 for a total of Current Claims of \$28,682.66; Payrolls #10 (11/10/04) for \$31,513.17 and #11 (11/24/04) for \$31,513.17 for a subtotal for Payroll of \$63,026.34; for a total of Current Claims and Payroll of \$91,709.00.

FY2004-2005 Cash Flow Analysis through October 25, 2004 and recommendation that no funds be transferred at this time. (Receive & File).

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

FINANCIAL REPORTS

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

Financial Reports for September 2004

Office General Ledger & Check Registers for September 2004

Acquisitions Report for September 2004

Collection Agency Report for September 2004

Gifts Report for September 2004

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

GENERAL CONSENT CALENDAR

It was moved by Trustee Wood and seconded by Trustee Dinsmore to receive and file Agenda Items 18.

Building Maintenance Report for September 2004

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

It was moved by Trustee DeVecchio and seconded by Trustee Wood to receive and file Agenda Items 19.

Personnel Report for September 2004

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

It was moved by Trustee Wood and seconded by Trustee DeVecchio to receive and file Agenda Items 20-22.

Volunteer Report for September 2004

Circulation Report for September 2004

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

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

It was moved by Trustee Wood and seconded by Trustee DeVecchio to receive and file Agenda Items 23.

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

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

It was moved by Trustee Wood and seconded by Trustee DeVecchio to receive and file Agenda Items 24-26.

Status Report on Partnerships with Community Organizations

Status Report on Active Grant Applications

Poet Laureate Report

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



It was moved by Trustee Wood and seconded by Trustee DeVecchio to receive and file Agenda Items 27-28.

Letter from James R. Anderson, Law Offices of McFarlin & Anderson, Lake Forest, dated September 21, 2004 regarding Placentia Library District's financial audit for fiscal year 2003-2004.

Agenda for Orange County Council of Government Board of Directors Meeting for August 26, 2004.

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

**LEGISLATIVE
ISSUES**

Library Director reported that there were no new updates regarding the State Library Budgets.

**TRAVEL
AUTHORIZATIONS**

It was moved by Trustee Wood and seconded by Trustee DeVecchio to amend the Travel Authorization from August 23, 2004 to cover lodging for Roberts and Silberfarb on November 11, 2004 in San Jose.

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

**LIBRARY AIDE JOB
DESCRIPTION**

It was moved Trustee DeVecchio and seconded by Trustee Dinsmore to adopt as a first reading the amendment of Placentia Library District Policy 2325, Job Description- Library Aide to add a provision for working at the Check-Out Desk under the direct supervision of a Library Clerk.

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

**NOTARY PUBLIC
SERVICES**

It was moved by Trustee DeVecchio and seconded by Trustee Wood to approve as a first reading the amendment of Placentia Library District Policy 6035, Fines & Fees, to include the addition of Notary Public Services at a cost of \$10.00 per signature.

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



Discussion of amendment of Placentia Library District Policy 2150, Compensation, to include the addition of a five-percent hourly adjustment in salary for Notary Publics is deferred to the November 22, 2004 Board of Trustees Meeting.

It was moved by Trustee Wood and seconded by Trustee Dinsmore to approve as a first reading the amendment of Placentia Library District Policy 6035, Fines & Fees, to include the addition of Passport Photograph services at a cost of \$10.00 per person.

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

Discussion of authorization of publication of the Notice of Public Hearing for the amendment of the Fines & Fees Schedule to be held at the Library Board Meeting on November 22, 2004 at 6:30 p.m. is deferred to the November 22, 2004 Board of Trustees Meeting.

STAFF REPORTS

It was moved by Trustee Dinsmore and seconded by Trustee Wood to approve Agenda Items 32-41.

Library Director's Report

Program Committee Report for September 2004.

Children's Services Report for September 2004.

Placentia Library Literacy Services Report for September 2004.

Placentia Library Web Site Report for September 2004.

Technology Report for September 2004.

Publicity Materials produced for September 2004.

Safety Committee Minutes for September 2004.

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

CLOSED SESSION

The Regular Library Board Meeting was suspended at 8:14 P.M.

Pursuant to California Government Code Section 54957 (The Brown Act), a Closed Session was held at 8:14 P.M. to discuss a personnel matter.

The Closed Session ended at 9:00 P.M. No Action was taken.

**AGENDA
PREPARATION**


Agenda Preparation for the November Regular Meeting will be held on Monday, November 22, 2004 at 6:30 P.M.

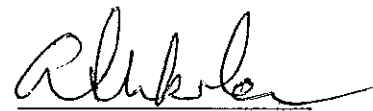
ADJOURNMENT

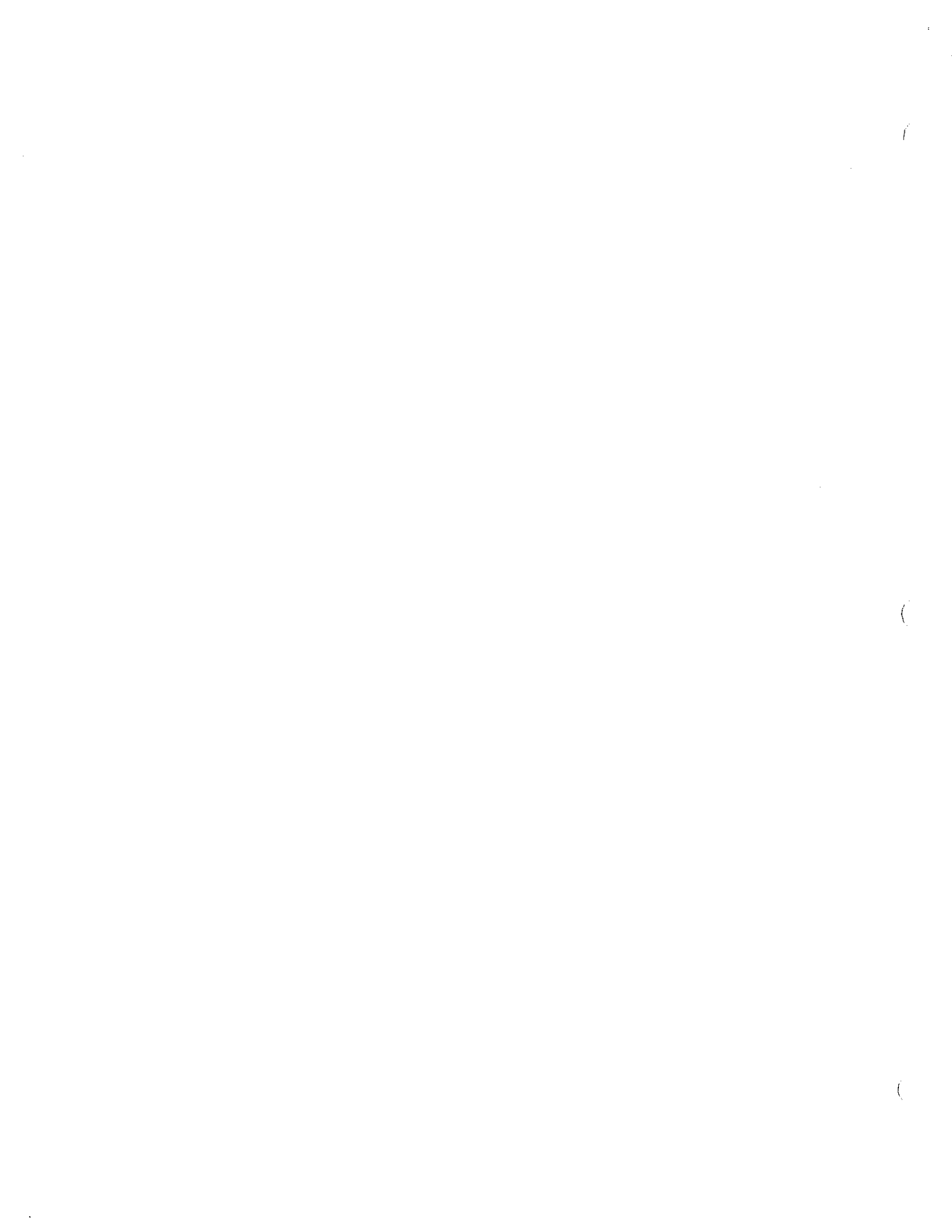
The Regular Meeting of the Board of Trustees of the Placentia Library District for October 25, 2004 adjourned at 9:00 P.M.

**NOVEMBER
MEETING**

The November Regular Library Board Meeting will be held on Monday, November 22, 2004 at 6:30 P.M. in the Library Conference Room.


Betty Escobosa
Secretary
Library Board of Trustees


Al Shkoler
President
Library Board of Trustees





FRIENDS OF PLACENTIA LIBRARY
Board of Directors Meeting
November 1, 2004

President, Eleanor Rankin called the meeting to order at 7 PM. The following Directors were present Eleanor Rankin, Nadine Blansett, Pat Irot, Barbara Hemmerling, Ginny Sanatar, Virginia Walker, Frances Stoller and Renee Scott. There was no representative from the Trustees. Elizabeth Minter, Jim Roberts and Laranne Millonzi represented the staff.

The **Secretary**, Barbara Hemmerling, read the minutes of the October 4, 2004 board meeting. They were approved as read. **Treasurer**- No report. **Financial Secretary**, Ginny Sanatar reported \$1,793.60 was deposited in our account in October. There were no bills presented.

President' Report: .1) Reminder of the Dinsmore Retirement Dinner at Alta Vista CC on Thursday November 4 and the Dinsmore Reception in the Literacy area of the library on Sunday November 14 from 1-4 PM. 2) Friends attendance at Trustee's meetings. Brenda Benner attended the October 25 meeting. November 22, Barbara Hemmerling will attend and December 20, Eleanor Rankin. All meetings are at 6:30 PM. 3) Foundation Donor Reception Friday, December 3, 6-8 PM, at Emerald Isle. 5) Foundation Annual Giving is winding down. 6) Foundation Planned Giving is preparing a cooperative brochure. 7) Denise Hamilton, our speaker for the Annual Meeting, Monday, April 11, 2005 will speak at Round Table Women's Club on Wednesday, November 3. 8) Author's Lunch, Saturday, March 5, 2005. Thom Racina and Stephanie Baldwin are confirmed. 9) Citizen of the Year breakfast on Friday December 10 at Alta Vista CC. Camille Himes is our candidate. The Placentia Round Table Women's Club is co-sponsoring Camille. 10) Lillian Bart is feeling well enough to be back in the bookstore. The cracked tile has been repaired, so hopefully we will have no more accidents. Camille Himes is recovering well from the broken foot. 11) Allan and Sandra Stark were honored with a reception Sunday, October 21. They have donated a Children's Book Collection to celebrate Jewish Heritage.

Chair Reports: 1) Workroom/ Bookstore/Volunteers-Pat Irot discussed the Introductory Packet that will be prepared for residents moving into Emerald Isle. The board agreed that this is a very worthwhile endeavor. The residents will be offered incentives to encourage them to get a library card. The exact contents of the packet and the manner of distribution will be decided at a later date. 2) Publicity-Pat Irot has included information about Books 2004, along with other news about the Friends. 3) Membership- Laranne Millonzi said the membership letters will be out by the end of November. She showed us the attractive light blue paper that will have bright blue lettering. 4) Sunday Sales- Ginny Sanatar gave the following schedule: November -Camille Himes, Eleanor Rankin: December- Ginny Sanatar, Virginia Walker: January- Nadine Blansett,

Barbara Hemmerling. The unsold books will be boxed for shipment to the company that sells them on e-bay. The boxes to be used are in the workroom area. Elizabeth will learn this week where we must deliver them. Either Pico Rivera or Orange. This is the group that will pay us 37.5% of the proceeds. 5) Silent Auction- Nadine Blansett reported for Nancy Leone-Tollefson. For the month of October the proceeds were \$159.

Library Reports: Elizabeth Minter 1) Phyllis Humple had a bad fall but hopes to be back soon. 2). The newsletter Notations will be out by the end of the week. 3) The Placentia Library District is presenting Holiday Photographs with the 2004 Hollywood Christmas Parade Santa, Sunday, November 21 from 1-5 PM. Minimum donations are \$20 per picture with advance reservation, \$25 per picture at the door. Proceeds will be used to purchase new chairs for the Children's Department.

Laranne Millonzi has obtained a year-end giving brochure that is appropriate for our Library District. She will add specific information about our library.

Jim Roberts. Books cannot be ordered for Books 2004 until the number of children and their ages is determined. Jim expects to hear from Human Services soon.

Next meeting Monday December 6, 2004

Barbara Hemmerling, Secretary

PLACENTIA LIBRARY DISTRICT
Summary of Nonstandard Claims
November 22, 2004

TYPE	REPORT NUMBER	AMOUNT
	TOTAL	0.00

Prepared by: Wendy Goodson

PLACENTIA LIBRARY DISTRICT
Summary of Claims Forwarded by the Library Director & Library Trustees
November 22, 2004

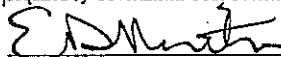
	DATE	CLAIM NUMBER	AMOUNT
LIBRARY DIRECTOR	November 4, 2004	4668	14,852.96
	November 4, 2004	4669	1,762.09
	November 4, 2004	4670	7,241.20
	November 4, 2004	4671	1,865.84
TOTAL BY LIBRARY DIRECTOR			\$ 25,722.09
TOTAL			<u>\$ 25,722.09</u>

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	Objl/ Rev/	Sub	Rept	AMOUNT	A C's Use Only	
			BS Acct	Objl/ Rev	Cat		Doc Number	SC
N00642A Employment Development Dept. Attn: Cashier-RB P.O. Box 826219 Sacramento, CA 94230-6219	10/22/04 0265-3		0310	00		3,414.00		
N00692-A Special District Risk Management 1112 I Street, Suite 300 Sacramento, CA 95814 (note address change)	10/18/04 FY03/04 Final 10/20/04 FY04/05 2nd Qtr		0350	00		329.00		
			0350	00		2,813.00		
						3,142.00		
N01035 City of Placentia 401 East Chapman Ave. Placentia, CA 92870	Oct-04 56341		0700	00		14.45		
			1400	00		2,045.00		
			2800	00		5,155.44		
						7,214.89		
N01074 The Gas Company PO Box C Monterey Park, CA 91756	10/22/04		2800	00		335.91		
N01879 Photography by John Walcek 119 N. Bradford Ave. Placentia, CA 92870	10/20/04 1020		1800	00		134.69		
N03738J Pitney Bowes Credit Corp. PO Box 856460 Louisville, KY 40285-6460	10/13/04 7330591 11/6/04 7330591		2100	00		11.88		
			2100	00		154.09		
						165.97		
N03646 Vision Service Plan - (CA) PO Box 45210 San Francisco, CA 94145-5210	Nov 2004		0300	00		416.00		
N03648B Special T. Water Systems, Inc. 11934 Washington Blvd. Whittier, CA 90606	11/1/04 093198		1800	00		29.50		

The claims listed above (totaling \$14,852.96) 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	Obj/	Sub	Rept	AMOUNT	A C's Use Only	
			Rev/ BS Acct	Obj/ Rev			Doc Number	SC
N03653 Bear State Air Conditioning 3548 Enterprise Dr. Anaheim, CA 92807-1640	10/26/04 04-10-1504		1400	00		353.91		
N03752P SBC/MCI Dept. LA 21461 Pasadena, CA 91185-1461	10/4/04 524-8408 10/2/04 223-1698		0700	08		45.79		
			0700	01		342.53		
						388.32		
N03659F Southern California Water 500 Cameron St Placentia, CA 92870	10/21/04 312083-9		2800	00		377.58		
N03833B Brodart Automation A Division of Brodart Co. P.O. Box 3488 Williamsport, PA 17705	10/28/04A37526		0700	05		215.50		
N03997H Home Depot Credit Services Dept 32-2503078994 P.O. Box 6031 The Lakes, NV 88901-6031	11/11/04 8994		0900	00		52.80		
N05294B Roto Rooter 1183 N. Kraemer Place Anaheim, CA 92806	10/14/04 234213		1400	00		195.00		
N05445B Consolidated Reprographics 345 Clinton Street Costa Mesa, CA 92626	10/21/04 213531		1800	00		143.98		
N06557 Care Resources, Inc. 9550 Warner Ave., Ste. 228 Fountain Valley, CA 92708	11/1/04		1900	00		35.00		

The claims listed above (totaling \$1,762.09) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

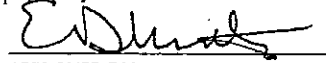
ATTESTED AND/OR COUNTERSIGNED BY

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

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

APPROVED CLAIMS								
Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/	Sub	Rept Cat	AMOUNT	A C's Use Only	
			BS Acct	Objt/ Rev			Doc Number	SC
N06671 MD Medical Clinics 1300 N. Kraemer Blvd. P.O. Box 66012 Anaheim, CA 92816	10/30/04 00297		1900	00		85.50		
N06686G Office Depot Credit Plan Dept. 56 - 6183976509 P.O. Box 9020 Des Moines, IA 50368-9020	10/21/04 X6509		1800	00		2,029.60		
N06819 American Library Association Mbshp 77-6499 Chicago IL 60678-6499	Silberfarb 04-05 Shook 04-05		1600	08		125.00		
			1600	00		210.00		
						335.00		
N09284 JEFFCO, INC. Attn: Accounts Receivable 1671 S. Research Loop Tuscon, AZ 85710-6795	10/12/04 - 399365 10/12/04 - 979297		1800	00		29.71		
			1800	00		127.24		
						156.95		
N13034A OmniGrafix Printing 1667 N. O'Donnell Way Orange, CA 92867	10/17/07- A36361		1800	00		442.85		
N18816 I.M.P.A.C. Government Services P.O. Box 6350 Fargo, ND 58125-6350	10/22/04 X9240		0900	00		57.22		
			1800	00		163.18		
			1900	00		6.95		
			2400	01		58.07		
			2400	05		426.92		
			2700	01		257.77		
			4000	00		2,395.61		
						3,365.72		
N22558 Nancy L. Mory 1136 Moro Circle Placentia, CA 92870-3078 (SSN: 557-46-8389)	Spanish Literacy Pro 10/1/04		1900	01		825.58		

The claims listed above (totaling \$7,241.20) 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

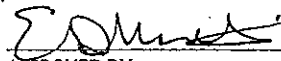
ATTESTED AND/OR COUNTERSIGNED BY

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/	Sub	Rept Cat	AMOUNT	A C's Use Only	
			Rev/	Objt/			Rev	Doc Number
			BS Acct	Rev				
N23030 Linda Baesler 150 Anned Dr. Placentia, CA 92870 502-50-4248	Oct 2004 Music Time & Story Time		1900	00		54.00	"2"	
N25646A AFP 1101 King Street, Suulte 700 Alexandria, VA 22314-2967	Millonzi FY04-05 Minter FY04-05		1600	00		265.00 395.00 660.00		
N25869 Image Concepts 911 Powell Court Costa Mesa, CA 92626	10/21/04 Jan-14		1800	08		587.28		
N27368A The Hartford Group Benefits 75 Remittance Drive, Ste. 1641 Chicago, IL 60675-1641	Nov 04		0300	00		303.19		
N29483 Elizabeth Toller dba Creative Images by Aunt Betsy 1533 East Ismail Place Placentia, CA 92870 SSN: 557-65-8452	10/20/04 73		1800	00		53.87		
need vendor # Pitney Bowes Purchase Power POBox 856042 Louisville KY 40285-6042	10/24/04 X8869		1803	00		107.50		
need vendor # Public Library Association 50 E Huron Chicago IL 60611	Silberfarb FY04-05		1600	08		100.00		

The claims listed above (totaling \$1,865.84) 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
 November 22, 2004

TYPE	REPORT NUMBER	AMOUNT
Regular	4672	19,064.08
	4673	3,094.00
	4674	1,292.49
	4675	52,051.00
	4676	9,546.73
	4677	7,518.20
	4678	5,702.60
Subtotal for Regular		98,269.10
Payroll	12/8/2004	38,412.06
	12/22/2004	38,412.06
Subtotal for Payroll		76,824.12
TOTAL CURRENT CLAIMS & PAYROLL		175,093.22

Prepared by: Wendy Goodson

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

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

APPROVED CLAIMS								
Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
			BS Acct				Doc Number	SC
N00692-A Special District Risk Management 1112 I Street, Suite 300 Sacramento, CA 95814	FY 04-05		0350	00		8,439.00		
	11/4/04 56412		1800	00		2,283.00		
N01035 City of Placentia 401 East Chapman Ave. Placentia, CA 92870	11/4/04 56410		0700	00		7.18		
			1400	00		3,963.90		
			2800	00		1,837.53		
						8,091.61		
N03643A Recorded Books, LLC P.O. Box 64900 Baltimore, MD 21264-4900	10/28/04 2186605		2400	05		524.53		
N03660 Elizabeth D. Minter (Petty Cash) Placentia Library District Petty Cash Reimbursement 411 East Chapman Avenue Placentia, CA 92870-6198	Oct-Nov 04		0900	08		222.96		
			1800	00		25.36		
			1803	00		74.00		
			2700	00		118.20		
			2700	01		167.00		
			2700	03		34.00		
			2700	08		35.00		
						676.52		
N03660A Elizabeth D. Minter 539 Gardenia Avenue Placentia, CA 92870-4705	Jul - Nov 2004 Travel Reimb		2700	01		138.76		
N03752P SBC/MCI Dept. LA 21461 Pasadena, CA 91185-1461	11/3/04 335-253-2062 11/12/04 714-528-8236		0700	01		273.03		
			0700	01		50.68		
						323.71		
N03828F Baker & Taylor Books 135 S. LaSalle, Dept. 1205 Chicago, IL 60674-1205	10/29/04 4004415953 11/6/04 4004429399 10/19/04 0000126599		2400	03		162.14		
	10/16/04 4004393829		2400	03		11.83		
	10/15/04 4004391965		2400	01		435.00		
			2400	03		5.93		
			2400	03		29.64		
						644.54		
N03832A Books on Tape PO Box 25122 Santa Ana CA 92799-5122	11/5/04 5963830P		2400	05		225.41		

The claims listed above (totaling \$19,064.08) 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

19,064.08

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/	Sub	Rept Cat	AMOUNT	A C's Use Only	
			Rev/ BS Acct	Objt/ Rev			Doc Number	SC
N03833 Brodart Co. P.O. Box 3488 Williamsport, PA 17705	10/21/04 H322544		2400	01		18.72		
	10/21/04 H322545		2400	01		874.42		
	10/27/04 H334348		2400	01		19.30		
	10/27/04 H334349		2400	01		26.23		
	10/27/04 H334350		2400	01		46.72		
	10/27/04 H334351		2400	01		161.90		
	10/27/04 H334352		2400	01		56.60		
	11/01/04 H344007		2400	01		84.56		
	10/22/04 H324972		2400	01		21.15		
	10/22/04 H342973		2400	01		240.52		
	10/22/04 H324974		2400	01		28.17		
	10/22/04 H324975		2400	01		28.22		
	10/22/04 H324976		2400	01		20.53		
	10/20/04 H320185		2400	01		20.53		
	11/08/04 H360185		2400	01		23.33		
	11/05/04 H356815		2400	01		57.80		
	11/05/04 H356818		2400	01		104.93		
	10/15/04 H310773		2400	01		231.74		
	10/15/04 H310770		2400	01		51.98		
	10/15/04 H310771		2400	01		28.17		
	10/15/04 H310772		2400	01		115.23		
	10/19/04 H317448		2400	01		17.48		
	10/06/04 H290077		2400	01		42.66		
	10/20/04 H320186		2400	01		125.29		
	10/20/04 H320187		2400	01		18.10		
	10/20/04 H320188		2400	01		17.51		
10/20/04 H320189		2400	01		54.49			
					2,536.28			
N03842A Ingram Library Services P.O. Box 502779 St. Louis, MO 63150-2779	10/18/04 90998133		2400	01		13.54		
	10/18/04 90998132		2400	01		82.59		
	10/18/04 90998131		2400	01		16.77		
	10/18/04 90998130		2400	01		15.99		
	10/18/04 90998129		2400	01		40.48		
	10/20/04 91026671		2400	01		21.10		
	10/18/04 90998128		2400	01		28.87		
	10/18/04 90998127		2400	01		16.74		
	10/18/04 90998126		2400	01		16.46		
	10/18/04 90998125		2400	01		16.78		
	10/18/04 90998124		2400	01		16.84		
10/13/04 90934220		2400	01		209.40			
10/13/04 90934219		2400	01		18.41			
10/13/04 90934218		2400	01		43.75			
					557.72			

The claims listed above (totaling \$3,094.00) 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

3,094.00

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	Objt/	Sub	Rept	AMOUNT	A C's Use Only	
			Rev/	Objt/			Doc	SC
			BS Acct	Rev	Cat		Number	
N03842A	10/13/04 90934217		2400	01		17.51		
Ingram Library Services	10/13/04 90929369		2400	01		54.70		
P.O. Box 502779	10/19/04 91002547		2400	01		33.42		
St. Louis, MO 63150-2779	10/19/04 91002546		2400	01		15.64		
	10/19/04 91002545		2400	01		16.52		
	10/19/04 91002544		2400	01		15.78		
	10/11/04 90897703		2400	01		160.67		
	10/11/04 90897702		2400	01		94.16		
	10/11/04 90897701		2400	01		68.81		
	10/11/04 90897700		2400	01		16.25		
	10/08/04 90866223		2400	01		21.63		
	11/08/04 91307209		2400	01		50.05		
	11/08/04 91307208		2400	01		58.84		
	10/08/04 91307207		2400	01		17.55		
	11/08/04 91307206		2400	01		30.61		
	11/08/04 91307205		2400	01		16.52		
	11/08/04 91307204		2400	01		24.12		
	11/08/04 91307203		2400	01		40.35		
	11/02/04 91223509		2400	01		20.62		
	11/02/04 91223508		2400	01		27.39		
	11/02/04 91223507		2400	01		16.54		
	11/02/04 91223506		2400	01		17.93		
	11/02/04 91223505		2400	01		11.93		
	10/27/04 91136446		2400	01		39.07		
	10/27/04 91136445		2400	01		39.15		
	10/27/04 91136444		2400	01		19.56		
	10/27/04 91336443		2400	01		46.73		
	10/27/04 91136442		2400	01		19.94		
	10/27/04 91136441		2400	01		65.46		
	10/27/04 91136440		2400	01		10.02		
	10/27/04 91136439		2400	01		16.04		
	10/27/04 91136438		2400	01		17.39		
	10/27/04 91136437		2400	01		17.37		
	10/27/04 91136436		2400	01		16.13		
	10/27/04 91136435		2400	01		4.77		
	10/27/04 91136434		2400	01		14.87		
	10/27/04 91136433		2400	01		18.35		
	10/27/04 91136432		2400	01		35.66		
	10/27/04 91136431		2400	01		28.08		
	10/27/04 91136430		2400	01		36.36		
						1,292.49		

The claims listed above (totaling \$1,292.49) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY _____

COUNTERSIGNED BY _____

ATTESTED AND/OR COUNTERSIGNED BY _____

Page Total

1,292.49

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

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

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	APPROVED CLAIMS		Rept Cat	AMOUNT	A C's Use Only	
			Objt/ Rev/ BS Acct	Sub Objt/ Rev			Doc Number	SC
			N03845A Marshall Cavendish PO Box 2001 Tarrytown, NY 10591-9001	10/1/04 R676676				2400
N03912 California Special Districts Association 1112 I Street Suite 200 Sacramento, CA 95814	2005 Membership		1600	00		1,602.00		
N04858 Oxford University Press 2001 Evans Road Cary, NC 27513	10/25/04 91480691		2400	03		1,450.00		
N05294B Roto Rooter 1183 N. Kraemer Place Anaheim, CA 92806	11/9/04 253025		1400	00		301.61		
N06902 New Readers Press P.O. Box 35888 Syracuse, NY 13235-5888	4/19/04 574985		2400	08		1,324.18		
N06569B Demco P.O. Box 8048 Madison, WI 53708-8048	10/13/04 1816927		1800	00		86.88		
N06573 First American Trust 421 N. Main St. Santa Ana, CA 92701	Pension Contribution ending FY03-04		0200	00		45,912.18		
N06785 Hector Vargas Cleaning Service 318 Capistrano St. Placentia, CA 92870 SSN: 546-64-3104	11/7/04 062800		1400	00		1,300.00		

The claims listed above (totaling \$52,051.00) 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

52,051.00

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

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

Payee Name and Address Social Security/Tax ID	APPROVED CLAIMS							A C's Use Only	
	Date/ Invoice#	Orgn	Objt/ Rev/	Sub Objt/	Rept Cat	AMOUNT	Doc Number	SC	
			BS Acct	Rev					
N06795 Greenwood Publishing Group P.O. Box 5007 Westport, CT 06881-5007	11/1/04 2502385		2400	03		595.00			
N06965 Paychex 200 E. Sandpointe, Ste. 100 P.O. Box 25159 Santa Ana, CA 92799	10/28/04 20041028		1900	00		523.55			
N09111B EBSCO Publishing P.O. Box 562 Ipswich, MA 01938	10/15/04 0259872		2400	04		7,420.84			
N14997 Bernan 4611-F Assembly Drive Lanham, MD 20706-4391	10/18/04 I10286535		2400	01		58.00			
N15508 CosmosLink Internet Services 3030 Saturn St., Ste. 200 Brea, CA 92821	11/7/04 200411-42		1900	00		15.00			
N19647A Unique Management Services 119 E. Maple St. Jeffersonville, IN 47130	11/1/04 14389		1900	00		71.60			
N19932 Ameritas Life Insurance Corp. P.O. Box 81889 Lincoln, NE 68501-1889	Nov 2004		0300	00		647.50			
N21533A Kelly Paper Company 288 Brea Canyon Road City of Industry, CA 91789	10/28/04 383193 11/03/04 150141 10/21/04 249727		1800 1800 1800	00 00 00		80.40 106.52 28.32			
						215.24			

The claims listed above (totaling \$9,546.73) 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

9,546.73

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

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

Payee Name and Address Social Security/Tax ID	APPROVED CLAIMS						A C's Use Only	
	Date/ Invoice#	Orgn	Objt/ Rev/	Sub Objt/	Rept Cat	AMOUNT	Doc Number	SC
			BS Acct	Rev				
N22268	11/3/04 904122		2400	02		42.99		
Midwest Tape	10/20/04 896257		2400	02		412.85		
PO Box 820	10/13/04 892481		2400	02		164.94		
Holland OH 43528						620.78		
N23434	594682625		0700	00		65.76		
Nextel Communications			0700	08		65.75		
P.O. Box 54977						131.51		
Los Angeles, CA 90054-0977								
N26080	10/27/04 1484688		2400	01		1,870.32		
EDC Educational Services								
Usborne Books								
P.O. Box 21568								
Tulsa, OK 74121-1568								
N26565	10/31/04 OC-41455		1400	00		223.00		
Day & Nite Door Service								
370 E Orangethorpe								
Placentia CA 92840								
N27562	11/11/04 24980		1000	00		682.70		
RMC Facilities Services, Inc.	11/11/04 24979		1000	00		100.00		
PO Box 2135						782.70		
Yorba Linda, CA 92885-1335								
N27838	11/4/04 176935		2400	05		160.94		
BBC Audiobooks America								
P.O. Box 1450								
Hampton, NH 03843-1450								
N29537	11/1/04 94-2004		1900	08		1,000.00		
Machoskie & Associates								
29 Crooked Stick Drive								
Newport Beach, CA 92660								
need vendor #	10/27/04 59650241		2400	01		1,959.76		
Heinemann Library	10/27/04 59634139		2400	01		769.19		
PO Box 0841						2,728.95		
Carol Stream IL 60132-0841								

The claims listed above (totaling \$7,518.20) 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

7,518.20

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

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

Payee Name and Address Social Security/Tax ID	APPROVED CLAIMS							A C's Use Only	
	Date/ Invoice#	Orgn	Objt/ Rev/	Sub Objt/ Rev	Rept Cat	AMOUNT	Doc Number	SC	
			BS Acct						
need vendor # Lerner Group 1251 Washington Ave North Minneapolis MN 55401	11/3/04 L544956		2400	01		1,802.71			
need vendor # Center for Cont. Study of the California Economy 610 University Ave Palo Alto Ca 94301-2019	10/20/04 19443		2400	01		187.69			
need vendor # The Childs World PO Box 326 Chanhassen MN 55317	10/27/2004 NA68021		2400	01		2,608.09			
need vendor # Thomas Gale PO Box 95501 Chicago IL 60694-5501	11/1/04 13652913 10/21/04 13643090 8/17/04 13500589		2400	01		325.10 56.80 146.61 528.51			
need vendor # Thomas Peterson's PO Box 95302 Chicago IL 60694-5302	10/8/04 3477128		2400	01		11.28			
need vendor # Uline Attn: Accounts Receivalbe 2200 S Lakeside Drive Waukegaln, IL 60085	10/13/04 10133320		1800	00		162.12			
need vendor # A Plus Awards by Dewey 3890 Prospect Ave Unit H Yorba Linda CA 92886	11/13/04 00086560		1800	08		219.81			
need vendor # JanWay 11 Academy Road Cogan Station PA 17728-9300	11/3/04 47813		1800	00		182.39			

The claims listed above (totaling \$5,702.60) 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

5,702.60



County of Orange

ELECTRONIC FUNDS TRANSFER

A/P PAYMENT REQUEST AND TRANSMITTAL

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

Please Pay \$ 38,412.06 on 12 | 8 | 04

Send To: Bank Name: Wells Fargo Bank
 ABA #: 121000248
 Account Name: Placentia Library District
 Account #: 2011939659
 Reference: Payroll #12

Description: Payroll

Department / Agency

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

AUDITOR COPY SUBMITTED TO: CLAIMS AUDIT
 CHECK WRITING

Vendor Code: N03641

DEPARTMENT'S USE -- COMPLETE IN DETAIL												A-C USE
FUND	AGCY	ORG	ACTY	OBJ	SUB OBJ	REV	SUB REV	JOB NUMBER	REPT CATG	B S ACCT	AMOUNT	SP CD
707	707			0100	00						36,172.62	
707	707			0200	00						2,239.44	
ENCUMBRANCE REVERSAL: <input type="checkbox"/> YES <input type="checkbox"/> NO											TOTAL PAYMENT	38,412.06
I HEREBY CERTIFY THAT THIS CLAIM IS TRUE AND CORRECT AND THAT PAYMENT HAS NOT BEEN RECEIVED BY				EXPENDITURES AUTHORIZED AND APPROVED BY				APPROVED DAVID E. SUNDSTROM, Auditor-Controller				
CLAIMANT	DATE			AUTHORIZED SIGNER			DATE			DEPUTY	DATE	

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



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

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

Please Pay \$ 38,412.06 on 12 | 22 | 04

Send To: Bank Name: Wells Fargo Bank
 ABA #: 121000248
 Account Name: Placentia Library District
 Account #: 2011939659
 Reference: Payroll #13

Description: Payroll

Department / Agency

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

AUDITOR COPY SUBMITTED TO: CLAIMS AUDIT
 CHECK WRITING

Vendor Code: N03641

DEPARTMENT'S USE -- COMPLETE IN DETAIL												A-C USE
FUND	AGCY	ORG	ACTV	OBJ	SUB OBJ	REV	SUB REV	JOB NUMBER	REPT CATG	B S ACCT	AMOUNT	SP C
707	707			0100	00						36,172.62	
707	707			0200	00						2,239.44	
ENCUMBRANCE REVERSAL: <input type="checkbox"/> YES <input type="checkbox"/> NO											TOTAL PAYMENT	38,412.06
I HEREBY CERTIFY THAT THIS CLAIM IS TRUE AND CORRECT AND THAT PAYMENT HAS NOT BEEN RECEIVED BY				EXPENDITURES AUTHORIZED AND APPROVED BY				APPROVED DAVID E. SUNDSTROM, Auditor-Controller				
CLAIMANT	DATE			AUTHORIZED SIGNER			DATE			DEPUTY	DATE	

PLEASE DO NOT WRITE BELOW THIS LINE - FOR INTERNAL USE ONLY

<u>Auditor-Controller Approvals:</u>			<u>Transaction Reference</u>		
<u>Claims & Disbursing:</u>			Automated Clearing House (CH): _____ Wire Transfer (WT): _____		
Over Limit:	\$100,000 (1)	\$800,000 (2)	\$1,000,000 (3)	Automated Clearing House (C): _____	
Claims & Disbursing Manager: _____			MW Transaction #: _____		
Check Writing: _____			<u>Treasurer-Tax Collector Information:</u>		
General Ledger Approvals:			Released By / Ref #: _____		
Cash & Expense Budget:	Date:	Wrote:			

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *EM*
SUBJECT: Cash Flow Analysis
DATE: November 22, 2004

BACKGROUND:

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

The Property Tax Apportionment Schedule for Fiscal Year 2004-2005 is Attachment B. Property taxes are scheduled to be received the last week of November and twice in December.

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

RECOMMENDATION:

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



Placentia Library District
FY2004-2005 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
07/01/03		Beginning Balance			707,872.67
05/24/04	4612	Payroll to wire July 8, 2004		31,154.00	676,718.67
06/16/04	4623	General by Library Director		2,319.00	674,399.67
06/30/04		Payroll to wire 07/21/04		32,653.50	641,746.17
06/30/04		Payroll to wire 08/04/05		32,653.50	609,092.67
06/30/04	4626	General by Library Director		3,205.53	605,887.14
06/30/04	4627	General by Library Director		120.61	605,766.53
07/07/04	4628	General by Library Director		4,795.93	600,970.60
07/07/04	4629	General by Library Director		17,712.52	583,258.08
07/14/04		Library Passport Revenue, Jul	9,800.50		593,058.58
07/14/04		Library Revenue, Jul	1,325.42		594,384.00
07/14/04		Interest Bank of the West	4.45		594,388.45
07/15/04		FY2003-2004 Secured #8	13,489.99	33.72	607,844.72
07/15/04		Supplemental 1985+	3,268.05		611,112.77
07/15/04		Delinquent Supplemental	1,630.01		612,742.78
07/15/04		Delinquent Supplemental Penalties	405.00		613,147.78
07/15/04		Supplemental 1984	1.30		613,149.08
07/15/04	4630	General by Library Director		12,819.81	600,329.27
07/15/04	4631	General by Library Director		636.90	599,692.37
07/19/04		Teeter Plan Delinquent Secured	12,766.29		612,458.66
07/26/04	4632	General		2,818.52	609,640.14
07/26/04	4633	General		4,017.23	605,622.91
07/26/04		Payroll to wire 08/18/05		31,513.17	574,109.74
07/26/04		Payroll to wire 09/01/05		31,513.17	542,596.57
07/27/04	4635	General by Library Director		446.40	542,150.17
07/28/04		Library Passport Revenue, Jul	8,968.85		551,119.02
07/28/04		Library Revenue, Jul	949.15		552,068.17
07/28/04	4634	General by Library Director		2,579.79	549,488.38
08/04/04	4636	General by Library Director		8,170.40	541,317.98
08/04/04	4647	General by Library Director		8,759.92	532,558.06
08/11/04		Supplemental #1	7,372.76		539,930.82
08/11/04	4639	General by Library Director		16,458.41	523,472.41
08/12/04	4638	General by Library Director		3,656.02	519,816.39
08/19/04		Library Passport Revenue, Aug	8,623.22		528,439.61
08/19/04		Library Revenue, Aug	1,573.32		530,012.93
08/19/04		Interest, Bank of the West	3.37		530,016.30
08/20/04		Interest, Jul	835.22	74.05	530,777.47
08/23/04	4640	General		3,844.89	526,932.58
08/23/04	4641	General		3,653.10	523,279.48
08/23/04	4642	General		6,681.06	516,598.42
08/23/04		Payroll to wire 09/15/05		34,309.78	482,288.64
08/23/04		Payroll to wire 09/29/05		32,299.52	449,989.12
08/26/04	4643	General by Library Director		10,975.77	439,013.35
08/26/04	4644	General by Library Director		8,897.41	430,115.94
08/27/04		Passport fee refund on Claim 4640	(31.00)		430,084.94
09/23/00	4653	General by Library Director		8,308.56	421,776.38
09/02/04	4645	General by Library Director		2,186.07	419,590.31

Placentia Library District
FY2004-2005 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
09/02/04	4646	General by Library Director		161.35	419,428.96
09/09/04	4648	General by Library Director		4,211.13	415,217.83
09/09/04	4649	General by Library Director		8,359.69	406,858.14
09/13/04		Library Passport Revenue, Sep	7,416.30		414,274.44
09/13/04		State Library ILL, 5th Quarter	3,717.85		417,992.29
09/13/04		Library Revenue, Sep	1,503.43		419,495.72
09/13/04		Interest, Bank of the West	3.28		419,499.00
09/20/04		Unsecured	53,829.90	134.57	473,194.33
09/20/04		Supplemental #2	8,254.22		481,448.55
09/20/04	4650	General		2,728.08	478,720.47
09/20/04	4651	General		5,101.54	473,618.93
09/20/04		Payroll to wire 10/13/05		31,513.17	442,105.76
09/20/04		Payroll to wire 10/27/05		31,513.17	410,592.59
09/21/04		Interest, Aug	817.53	66.55	411,343.57
09/23/04	4652	General by Library Director		15,046.77	396,296.80
09/23/04	4654	General by Library Director		7,724.91	388,571.89
09/30/04	4655	General by Library Director		4,649.97	383,921.92
09/30/04	4656	General by Library Director		274.48	383,647.44
10/05/04		State Library Literacy Grant	30,000.00		413,647.44
10/05/04		Library Passport Revenue, Sep	8,620.60		422,268.04
10/05/04		State Library ELLI Grant	8,520.00		430,788.04
10/05/04		Library Revenue, Sep	2,031.56		432,819.60
10/05/04		Target Grant	2,000.00		434,819.60
10/05/04		State Library ILL, 1st Quarter	1,496.30		436,315.90
10/07/04	4657	General by Library Director		2,430.29	433,885.61
10/07/04	4658	General by Library Director		9,838.86	424,046.75
10/13/04		Supplemental #3	3,337.05		427,383.80
10/14/04	4659	General by Library Director		4,957.25	422,426.55
10/14/04	4660	General by Library Director		2,050.60	420,375.95
10/25/04	4661	General		6,397.90	413,978.05
10/25/04	4662	General		3,939.56	410,038.49
10/25/04	4663	General		1,350.93	408,687.56
10/25/04	4664	General		11,624.32	397,063.24
10/25/04	4665	General		3,122.11	393,941.13
10/25/04	4666	General		1,225.39	392,715.74
10/25/04	4667	General		1,022.45	391,693.29
10/25/04		Payroll to wire 11/10/05		31,513.17	360,180.12
10/25/04		Payroll to wire 11/24/05		31,513.17	328,666.95
10/27/04		Library Passport Revenue, Oct	7,885.95		336,552.90
10/27/04		Library Revenue, Oct	2,257.48		338,810.38
10/28/04		Interest, Sep	735.10	53.91	339,491.57
11/04/04	4668	General by Library Director		14,852.96	324,638.61
11/04/04	4669	General by Library Director		1,762.09	322,876.52
11/04/04	4670	General by Library Director		7,241.20	315,635.32
11/04/04	4671	General by Library Director		1,865.84	313,769.48
11/22/04	4672	General		19,064.08	294,705.40
11/22/04	4673	General		3,094.00	291,611.40

Placentia Library District
FY2004-2005 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
11/22/04	4674	General		1,292.49	290,318.91
11/22/04	4675	General		52,051.00	238,267.91
11/22/04	4676	General		9,546.73	228,721.18
11/22/04	4677	General		7,518.20	221,202.98
11/22/04	4678	General		5,702.60	215,500.38
11/22/04		Payroll to wire 11/10/05		38,412.06	177,088.32
11/22/04		Payroll to wire 11/24/05		38,412.06	138,676.26
					138,676.26

Placentia Library District
Property Tax Apportionments
Fiscal Year 2004-2005

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



Fund Balance Report
Post-Petition Balances (B/S Account 8010 - Cash)
 November 22, 2004

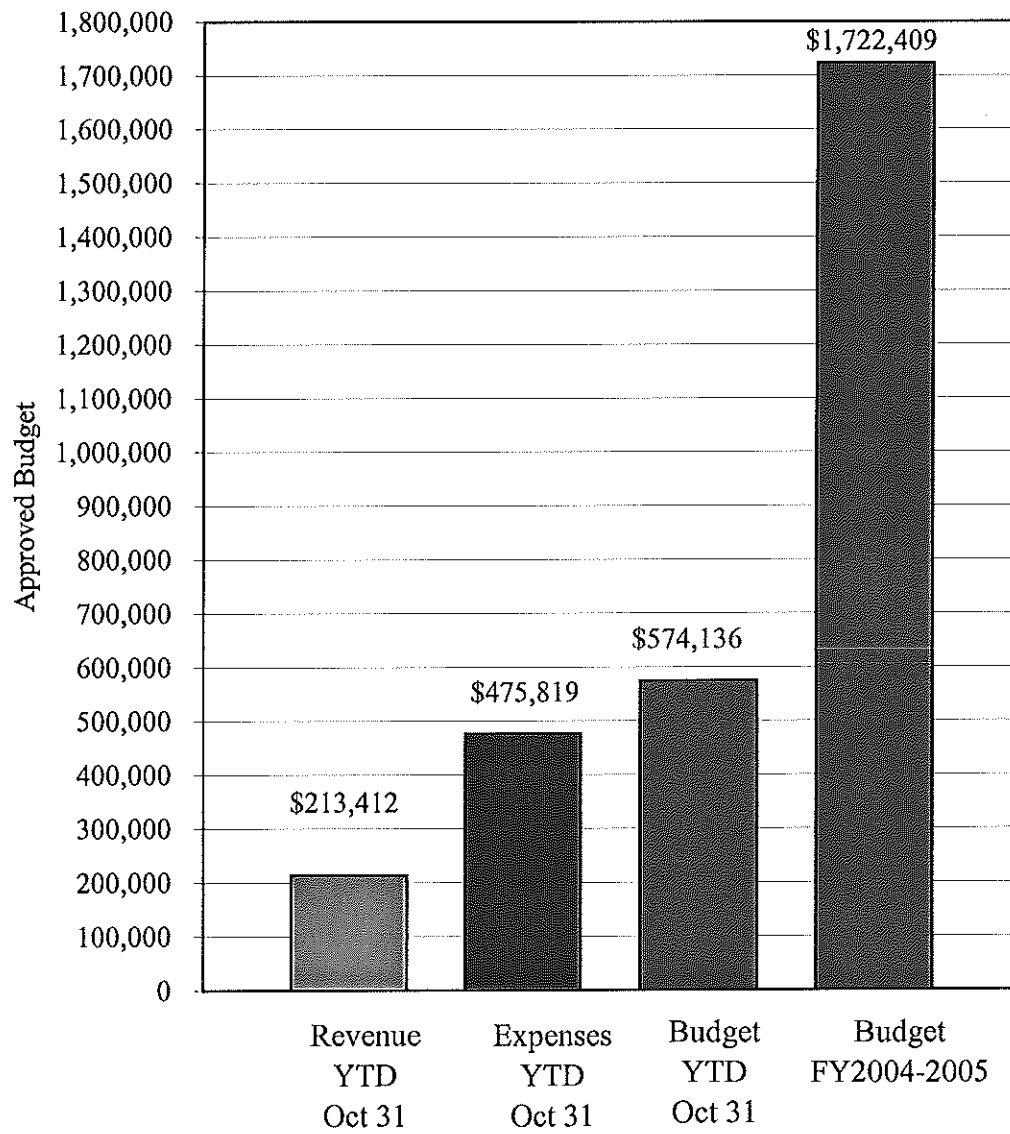
	Fiscal Year 2004-2005						
	Fund 702	Fund 703	Fund 706	Fund 707	Fund 708	TOTAL	TOTAL
	Maj Equip/Struc	Auto Replac	Bond Redempt	General Fund	Sick Lv Payoff	ALL FUNDS	EXCL GEN FUND
30-Jun-04	120,216.46	10,168.91	162,185.96	707,872.67	9,922.64	1,010,366.64	302,493.97
31-Jul-04	120,332.88	10,178.76	162,343.02	657,770.13	9,932.25	960,557.04	302,786.91
31-Aug-04	120,450.85	10,188.74	162,502.17	531,470.57	9,941.98	834,554.31	303,083.74
30-Sep-04	120,739.55	10,213.16	162,891.67	459,788.59	9,965.81	763,598.78	303,810.19
31-Oct-04	120,896.28	10,226.42	163,103.11	447,074.31	9,978.75	751,278.87	304,204.56
30-Nov-04	0.00	0.00	0.00	0.00	0.00	0.00	0.00
31-Dec-04	0.00	0.00	0.00	0.00	0.00	0.00	0.00
31-Jan-05	0.00	0.00	0.00	0.00	0.00	0.00	0.00
28-Feb-05	0.00	0.00	0.00	0.00	0.00	0.00	0.00
31-Mar-05	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30-Apr-05	0.00	0.00	0.00	0.00	0.00	0.00	0.00
31-May-05	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30-Jun-05	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Petty Cash	0.00	0.00	0.00	10,000.00	0.00	10,000.00	0.00
General Reserves	0.00	0.00	0.00	0.00	0.00	0.00	0.00

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

PLACENTIA LIBRARY DISTRICT

Fiscal Year 2004 - 2005

General Fund Cash Flow



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**PLACENTIA LIBRARY DISTRICT
REVENUE REPORT FOR FUND 707**
(Prepared from the Orange County Auditor's Report)
November 22, 2004

OBJECT CODE	DESCRIPTION	FY2004-2005 BUDGETED	FY2004-2005 YTD	FY2003-2004 YTD	FY2004-2005 OCT 2004	FY2003-2004 OCT 2003	FY2004-2005 % EXP BUD
6210-00	Prop. Taxes - current secured	1,234,995.00	13,489.99	0.00	0.00	0.00	1.09%
6210-01	Public Utility	22,500.00	0.00	0.00	0.00	0.00	0.00%
6210-04	Teeter Plan - current delinquent	14,500.00	0.00	0.00	0.00	0.00	
	TOTAL PROP. TAXES - CURRENT SECURED	1,271,995.00	13,489.99	0.00	0.00	0.00	1.06%
6220	PROP. TAXES - CURRENT UNSECURED	61,000.00	53,829.90	52,712.49	0.00	0.00	88.25%
6230-00	Prop. Taxes - Prior Secured	13,000.00	0.00	0.00	0.00	0.00	
6230-01	Prior year's secured final apportionment	0.00	0.00	16,611.57	0.00	0.00	
6230-02	Secured prior years	0.00	0.00	0.00	0.00	0.00	
6230-03	Tax deed land sales	0.00	0.00	0.00	0.00	0.00	
6230-04	Teeter Plan buyout - FY1993-1994 only	0.00	12,766.29	14,296.23	0.00	0.00	
6230-10	Release of impounds	0.00	0.00	0.00	0.00	0.00	
6230-11	(1994 ERAF Refund)	0.00	0.00	0.00	0.00	0.00	
	TOTAL PROP. TAXES - PRIOR SECURED	13,000.00	12,766.29	30,907.80	0.00	0.00	98.20%
6240	TOTAL PROP. TAXES PRIOR UNSECURED	750.00	0.00	0.00	0.00	0.00	0.00%
6250	TAXES - SPECIAL DISTRICT AUGMENTATION	4,000.00	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	48,000.00	18,964.03	14,418.03	3,337.05	6,669.98	39.51%
6280-01	Final supplemental for prior years	0.00	3,269.35	4,113.68	0.00	0.00	
	TOTAL PROP. TAXES SUPPLEMENTAL - CURREN	48,000.00	22,233.38	18,531.71	3,337.05	6,669.98	46.32%
6300	PROP. TAXES SUPPLEMENTAL - PRIOR	1,400.00	2,035.01	1,567.37	0.00	0.00	145.36%
6540	PENALTIES & COSTS ON DELINQUENT TAXES	0.00	0.00	0.00	0.00	0.00	
	TOTAL TAXES	1,400,145.00	104,354.57	103,719.37	3,337.05	6,669.98	7.45%

REVENUE REPORT FOR FUND 707
(Prepared from the Orange County Auditor's Report)
November 22, 2004

OBJECT CODE	DESCRIPTION	FY2004-2005 BUDGETED	FY2004-2005 YTD	FY2003-2004 YTD	FY2004-2005 OCT 2004	FY2003-2004 OCT 2003	FY2004-2005 % EXP BUD
6610-00	Interest	4,000.00	2,398.95	1,275.17	735.10	377.66	59.97%
6610-01/02	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	0.00	0.00	0.00	
	TOTAL INTEREST	4,000.00	2,398.95	1,275.17	735.10	377.66	59.97%
6690	STATE - HOMEOWNER PROP TAX RELIEF	17,000.00	0.00	0.00	0.00	0.00	0.00%
6970-00	State - ILL & Direct Loan Reimbursement	14,000.00	5,214.15	6,659.90	1,496.30	0.00	37.24%
6970-01	State - CA Foundation Funds	18,000.00	0.00	0.00	0.00	0.00	
6970-02	State - CA Literacy Campaign	51,194.00	30,000.00	0.00	30,000.00	0.00	58.60%
6970-03	State - Family Literacy	0.00	0.00	0.00	0.00	0.00	
6970-04	State - ELLI (English Language Intensive) Grant	0.00	0.00	0.00	0.00	0.00	
6970-05	State - Project Grants	6,000.00	8,520.00	0.00	8,520.00	0.00	
6970-07 & 66	State - Timber Yield Apport & ERAF Bailout	70.00	0.00	0.57	0.00	0.00	
	TOTAL STATE - OTHER GOVERNMENTAL	89,264.00	43,734.15	6,660.47	40,016.30	0.00	48.99%
7130-00	BANKRUPTCY RECOVERY DISTRIBUTIONS	0.00	0.00	0.00	0.00	0.00	
7670-00	Local Revenue	22,000.00	9,609.36	6,967.39	4,289.04	2,145.48	43.68%
7670-01	Local Revenue -- Passport	175,000.00	51,315.42	48,934.95	16,506.55	11,757.36	29.32%
7670-02 & 56	Local Revenue -- Non-Gov't Grants & Gifts	15,000.00	2,000.00	8,000.00	2,000.00	0.00	
	TOTAL LOCAL REVENUE	212,000.00	62,924.78	63,902.34	22,795.59	13,902.84	29.68%
7680	6-MONTH EXPIRED (OUTLAWED) CHECKS	0.00	0.00	0.00	0.00	0.00	
7810	TRANSFER FROM/TO OTHER LIBRARY FUNDS	0.00	0.00	0.00	0.00	0.00	
	FUND 707 TOTAL	1,722,409.00	213,412.45	175,557.35	66,884.04	20,950.48	12.39%

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
November 22, 2004

OBJECT CODE	DESCRIPTION	FY2004-2005 BUDGETED	FY2004-2005 YTD	FY2003-2004 YTD	FY2004-2005 OCT	FY2003-2004 OCT	FY2004-2005 % EXP BUD
0100	Salaries & Wages	761,117	257,024.75	252,407.56	87,417.65	83,738.23	33.77%
0200	Retirement (Social Security & Pension Contribution)	58,225	20,546.12	19,313.80	7,119.84	6,324.46	35.29%
	Health & Life Insurance/Blue Shield CA	83,667	22,160.00	13,130.04	5,952.75	3,535.64	26.49%
	Long Term Disability/Hartford	4,186	826.75	1,266.51	0.00	228.06	19.75%
	Life Insurance/Fortis & Protective Life	1,814	226.80	550.70	113.40	0.00	12.50%
	Vision Service Plan/VSP	2,870	821.31	789.24	208.00	197.31	28.62%
	Dental/Ameritas	8,938	2,590.00	3,303.20	647.50	588.50	28.98%
0300	Total Employee Insurance	101,475	26,624.86	19,039.69	6,921.65	4,549.51	26.24%
0310	Unemployment Insurance	-	358.00	0.00	358.00	0.00	
0350	Workers Compensation - General	13,000	2,319.00	2,182.00	0.00	0.00	17.84%
	TOTAL SALARIES & EMPLOYEE BENEFITS	933,818	306,872.73	292,943.05	101,817.14	94,612.20	32.86%
0700-00	Communications - Telephone	2,000	1,056.12	324.00	352.21	74.43	52.81%
0700-01	Communications - Modem/Fax	7,800	2,631.80	3,580.49	1,039.35	625.73	33.74%
0700-02	Communications - Internet/Database	800	0.00	0.00	0.00	0.00	0.00%
0700-05	Communications - Cataloging & Acquisitions Vendor	2,700	646.50	862.00	215.50	215.50	23.94%
0700-07	Communications - ELLI Grant	-	0.00	0.00	0.00	0.00	
0700-08	Communications - Adult Literacy	1,500	434.53	716.92	122.69	76.41	28.97%
	Total Communications	14,800	4,768.95	5,483.41	1,729.75	992.07	32.22%
0900-00	Food - General Fund	350	262.24	160.50	70.22	38.27	
0900-07	Food - ELLI Grant	-	0.00	0.00	0.00	0.00	
0900-08	Food - Adult Literacy	250	30.17	44.12	6.44	44.12	
0090-09	Food - Families for Literacy	500	0.00	298.27	0.00	173.76	
	Total Food	1,100	292.41	502.89	76.66	256.15	26.58%
1000-00	Household Expense	4,250	2,231.51	1,164.02	611.66	1,164.02	52.51%
1100-00	Insurance - Liability	12,000	11,001.77	11,120.12	0.00	0.00	91.68%

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
November 22, 2004

OBJECT CODE	DESCRIPTION	FY2004-2005 BUDGETED	FY2004-2005 YTD	FY2003-2004 YTD	FY2004-2005 OCT	FY2003-2004 OCT	FY2004-2005 % EXP BUD
1300-00	Maintenance of Equipment - General Fund (Other than Computer)	3,000	1,358.00	401.60	470.00	101.57	45.27%
1300-01	Maintenance of Equipment - General Fund (Computer)	25,000	6,500.00	18,750.00	0.00	6,250.00	26.00%
1300-07	Maintenance of Equipment - ELLI Grant	-	0.00	0.00	0.00	0.00	
1300-08	Maintenance of Equipment - Adult Literacy	500	0.00	0.00	0.00	0.00	
1300-09	Maintenance of Equipment - Families for Literacy	-	0.00	0.00	0.00	0.00	
	Total Maintenance of Equipment	28,500	7,858.00	19,151.60	470.00	6,351.57	27.57%
	HVAC	7,500	1,243.14	600.50	723.76	0.00	16.58%
	Carpet Cleaning	2,750	2,200.00	522.72	0.00	0.00	80.00%
	Groundskeeping, City of Placentia	27,500	6,123.43	8,232.33	1,830.00	1,862.59	22.27%
	Plumbing	3,000	793.59	112.83	0.00	0.00	26.45%
	Electrical	4,000	1,004.73	253.58	0.00	0.00	25.12%
	Cleaning Service	16,000	4,800.00	4,400.00	1,300.00	1,100.00	30.00%
	Locksmith	1,000	60.89	0.00	0.00	0.00	6.09%
	Other (Includes Fire Alarm & Extinguishers)	6,500	1,416.35	100.00	78.20	100.00	21.79%
1400-00	Total Maintenance of Building & Grounds	68,250	17,642.13	14,221.96	3,931.96	3,062.59	25.85%
1600-00	Memberships - General Fund	3,100	40.00	278.00	40.00	65.00	1.29%
1600-07	Memberships - ELLI Grant	-	0.00	0.00	0.00	0.00	
1600-08	Memberships - Adult Literacy	550	115.00	0.00	0.00	0.00	
1600-09	Memberships - Families for Literacy	-	0.00	0.00	0.00	0.00	
	Total Memberships	3,650	155.00	278.00	40.00	65.00	4.25%
1700-00	Miscellaneous Expense - General Fund	-	0.00	4,515.00	0.00	0.00	
1700-07	Miscellaneous Expense - ELLI Grant	-	0.00	0.00	0.00	0.00	
1700-08	Miscellaneous Expense - Adult Literacy	-	0.00	0.00	0.00	0.00	
1700-09	Miscellaneous Expense - Families for Literacy	-	0.00	0.00	0.00	0.00	
	Total Miscellaneous Expense	-	0.00	4,515.00	0.00	0.00	

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
November 22, 2004

OBJECT CODE	DESCRIPTION	FY2004-2005 BUDGETED	FY2004-2005 YTD	FY2003-2004 YTD	FY2004-2005 OCT	FY2003-2004 OCT	FY2004-2005 % EXP	FY2004-2005 BUD
1800-00	Library Supplies	12,000	9,803.01	2,526.63	332.92	670.28	81.69%	81,699
	Printing	11,500	3,770.95	4,288.28	861.26	247.30	32.79%	32,799
	EZ Copy - copy cards for sale to patrons	-	0.00	0.00	0.00	0.00		
	Publications	1,100	82.79	120.00	0.00	0.00	7.53%	7,539
	Paper	700	278.85	60.92	180.56	19.91	39.84%	39,849
	Drinking Water Service	350	118.00	110.00	29.50	27.50	33.71%	33,719
	Other Office Supplies	10,000	6,282.69	3,642.10	1,889.29	814.01	62.83%	62,839
	Total Office Supply Expense - General Fund	35,650	20,336.27	10,747.93	3,293.53	1,779.00	57.04%	57,049
1800-07	ELLI Grant Supply Expense	500	0.00	255.71	0.00	0.00		
	Printing	2,000	1,712.25	570.75	0.00	0.00		
	Publications	2,500	0.00	18.00	0.00	0.00		
	Paper	-	0.00	0.00	0.00	0.00		
	Other Office Supplies	1,000	161.19	0.00	145.44	0.00		
	Total Adult Literacy Office Supply Expense	5,500	1,873.44	588.75	145.44	0.00	34.06%	34,069
1800-09	Supply Expense Families for Literacy	2,000	0.00	1,456.99	0.00	327.16		
	Total Office Expense	43,650	22,209.71	13,049.38	3,438.97	2,106.16	50.88%	50,889
1803-00	Postage Expense - General Fund	4,500	1,550.00	1,404.11	0.00	650.00	34.44%	34,449
1803-01	Postage Expense - LSCA II Grant	-	0.00	0.00	0.00	0.00	0.00%	
1803-08	Postage Expense - Adult Literacy	100	0.00	0.00	0.00	0.00		
1803-09	Postage Expense - Families for Literacy	150	0.00	37.00	0.00	37.00		
	Total Postage Expense	4,750	1,550.00	1,441.11	0.00	687.00	32.63%	32,639

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
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OBJECT CODE	DESCRIPTION	FY2004-2005 BUDGETED	FY2004-2005 YTD	FY2003-2004 YTD	FY2004-2005 OCT	FY2003-2004 OCT	FY2004-2005 % EXP BUD
	Care Resources (Employee Assistance)	420	140.00	140.00	35.00	35.00	33.33%
	Pension Contribution & Operating Expenses	7,000	3,000.12	4,055.88	0.00	1,223.40	42.86%
	Anaheim Consortium Automated Library System	35,000	646.06	646.50	0.00	0.00	1.85%
	Library Board Consultants & Legal	10,000	3,449.95	8,194.91	0.00	8,194.91	
	Clipping Service	504	126.00	168.00	42.00	42.00	25.00%
	Interest Allocation & Tax Collection Charges by Orange County	9,500	1,228.23	1,177.62	66.55	37.43	12.93%
	Advertising (Including WEB Site)	2,000	959.70	710.00	490.00	665.00	47.99%
	Medical Exams	1,200	888.00	277.00	499.50	166.50	74.00%
	Collection Services - Accounts Receivable	2,800	766.54	832.46	37.00	110.81	27.38%
	Audit & Accounting Services	8,600	5,026.00	4,845.00	1,330.00	4,270.00	58.44%
	Payroll Preparation	3,600	1,139.69	768.85	320.07	244.10	31.66%
	Election Expenses	15,000	0.00	0.00	0.00	0.00	
	Staff Training in Library	3,500	0.00	0.00	0.00	0.00	
	Other (Includes Contract Storyteller)	15,000	9,106.69	2,788.35	3,505.69	870.00	60.71%
1900-00	Total Specialized Services - General Fund	114,124	26,476.98	24,604.57	6,325.81	15,859.15	23.20%
1900-01	Specialized Services - Spanish Literacy	3,000	0.00	0.00	0.00	0.00	
1900-07	Specialized Services - ELLI Grant	-	0.00	0.00	0.00	0.00	
1900-08	Specialized Services - Adult Literacy	5,000	1,041.48	580.00	0.00	0.00	20.83%
1900-09	Specialized Services - Families for Literacy	500	0.00	1,150.00	0.00	470.00	
1900-18	Tax Collection Services & Fees by Orange County	15,000	134.57	131.78	134.57	0.00	0.90%
	Total Specialized Services	137,624	27,653.03	26,466.35	6,460.38	16,329.15	20.09%
2000-00	Legal Notices - General Fund	650	200.25	192.24	0.00	0.00	30.81%
2000-01	Legal Notices - LSCA II Grant	-	0.00	0.00	0.00	0.00	
	Total Legal Notices	650	200.25	192.24	0.00	0.00	30.81%
2100-00	Rents/Leases-Equipment	700	198.42	350.83	32.33	0.00	

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
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November 22, 2004

OBJECT CODE	DESCRIPTION	FY2004-2005 BUDGETED	FY2004-2005 YTD	FY2003-2004 YTD	FY2004-2005 OCT	FY2003-2004 OCT	FY2004-2005 % EXP BUD
2200-00	Semi-Annual Bond Payment & Quarterly Energy Loan Payment	105,000	29,454.37	50,843.30	22,091.57	0.00	28.05%
2300-00	Small Tools/Instruments	-	0.00	0.00	0.00	0.00	
2400-00	Special Department Expense - Miscellaneous	-	1,010.45	0.00	1,010.45	0.00	
2400-01	Special Department Expense - Books	175,000	5,907.88	10,604.03	0.00	0.00	3.38%
2400-02	Special Department Expense - Video		2,872.32	216.10	0.00	216.10	
2400-03	Special Department Expense - Electronic		5,881.25	12,671.55	0.00	8,204.00	
2400-04	Special Department Expense - Periodicals		523.74	489.97	0.00	0.00	
2400-05	Special Department Expense - Audio		0.00	1,924.43	0.00	0.00	
2400-07	Special Department Expense - ELLI Grant		0.00	815.73	0.00	0.00	
2400-08	Special Department Expense - Adult Literacy	2,000	428.20	686.49	0.00	686.49	21.41%
2400-09	Special Department Expense - Families for Literacy		0.00	2,852.65	0.00	246.08	
	Total Special Department Expense	177,000	16,623.84	30,260.95	1,010.45	9,352.67	9.39%
2600-00	Transportation/Travel - General	-	0.00	0.00	0.00	0.00	
2700-00	Transportation/Travel - Meetings, Staff Out of Town	2,500	75.20	0.00	75.20	0.00	3.01%
2700-01	Transportation/Travel - Meetings, Staff Local	4,500	1,099.87	604.98	563.08	240.28	24.44%
2700-02	Transportation/Travel - Meetings, Board Out of Town	1,500	98.00	0.00	0.00	0.00	6.53%
2700-03	Transportation/Travel - Meetings, Board Local	750	31.31	260.00	0.00	125.00	4.17%
2700-04	Transportation/Travel - Meetings, LSCA II Grant	-	0.00	0.00	0.00	0.00	
2700-07	Transportation/Travel - Meetings, ELLI Grant	1,000	0.00	22.32	0.00	0.00	
2700-08	Transportation/Travel - Meetings - Adult Literacy	1,000	418.40	0.00	373.40	0.00	41.84%
2700-09	Transportation/Travel - Meetings - Families for Literacy	-	25.00	52.56	0.00	18.00	
	Total Transportation/Travel - Meetings	11,250	1,747.78	939.86	1,011.68	383.28	15.54%

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
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OBJECT CODE	DESCRIPTION	FY2004-2005 BUDGETED	FY2004-2005 YTD	FY2003-2004 YTD	FY2004-2005 OCT	FY2003-2004 OCT	FY2004-2005 % EXP BUD
2800-00	Electricity	72,000	15,244.46	18,211.61	5,250.20	2,650.78	21.17%
	Gas	4,200	424.43	562.37	86.96	174.96	10.11%
	Water	4,250	1,347.73	1,362.95	0.00	363.28	31.71%
	Total Utilities	80,450	17,016.62	20,136.93	5,337.16	3,189.02	21.15%
	TOTAL SUPPLIES & SERVICES	693,624	160,603.79	200,117.95	46,242.57	43,938.68	23.15%
3700-00	Taxes, Assessments (Sales Tax & Sewer Assessment)	6,000	2,916.22	0.00	0.00	0.00	48.60%
4000-00	Equipment - General Fund	20,000	5,426.30	4,244.67	0.00	0.00	27.13%
4000-07	Equipment - ELLI Grant	-	0.00	0.00	0.00	0.00	
4000-08	Equipment - Adult Literacy	-	0.00	0.00	0.00	0.00	
4000-09	Equipment - Families for Literacy	-	0.00	0.00	0.00	0.00	
4000-11	Equipment - County Assigned Fund	-	0.00	0.00	0.00	0.00	
	Total Equipment	20,000	5,426.30	4,244.67	0.00	0.00	27.13%
4200-00	Structures/Improvements	20,352	0.00	0.00	0.00	0.00	
	TOTAL EQUIPMENT EXPENSE	40,352	5,426.30	4,244.67	0.00	0.00	13.45%
5200	PROVISION FOR CONTINGENCIES	-	0.00	0.00	0.00	0.00	
5600	INVESTMENT POOL LOSS	-	0.00	0.00	0.00	0.00	
	TOTAL EXPENSES	1,673,794	475,819.04	497,305.67	148,059.71	138,550.88	28.43%
	ELLI Grant Summary Object Code 07	1,500	0	1,094	0	0	1.26
	CLC Summary Object Code 08	3,150	4,341	2,616	648	807	
	FFL Grant Summary Object Code 09	3,000	25	5,847	0	1,272	
	TOTAL LITERACY (Excluding Personnel)	21,050	4,366	9,558	648	2,079	

7:59 AM
11/18/04
Accrual Basis

Placentia Library District
Balance Sheet
As of October 31, 2004

	<u>Oct 31, 04</u>
ASSETS	
Current Assets	
Checking/Savings	
County Exempt - Checking	2,328.15
County Exempt - Savings	8,568.24
General Fund - Checking	12,576.75
General Fund - Savings	7,299.81
Literacy Fund - Savings	5,056.59
Payroll Checking - Wells Fargo	47,235.08
Payroll Checking (CDs)	
0028205565	21,830.67
0028205573	21,830.67
Total Payroll Checking (CDs)	<u>43,661.34</u>
Total Checking/Savings	<u>126,725.96</u>
Total Current Assets	<u>126,725.96</u>
TOTAL ASSETS	<u><u>126,725.96</u></u>
LIABILITIES & EQUITY	
Equity	
Retained Earnings	30,767.34
Total Capital	68,809.21
Net Income	27,149.41
Total Equity	<u>126,725.96</u>
TOTAL LIABILITIES & EQUITY	<u><u>126,725.96</u></u>

11:54 AM
11/13/04

**Placentia Library District
Reconciliation Detail
General Fund - Checking, Period Ending 10/31/2004**

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						12,350.69
Cleared Transactions						
Checks and Payments - 18 Items						
Check	9/22/2004	4940	ISDOC	X	-24.00	-24.00
Check	9/29/2004	4944	Sam's Club	X	-69.16	-93.16
Check	10/1/2004		Bank of the West	X	-138.73	-231.89
Check	10/4/2004		Bank of the West	X	-5.42	-237.31
Check	10/4/2004	4947	Sophia's	X	-100.00	-337.31
Check	10/5/2004	4948	Pat Irot	X	-28.10	-365.41
Check	10/5/2004	4949	Wendy G. Goodson	X	-43.55	-408.96
Check	10/6/2004	4950	Rembrandt's Beauti...	X	-20.00	-428.96
Check	10/12/2004	4952	Aaron Brothers	X	-20.46	-449.42
Check	10/13/2004	4953	Rembrandt's Beautl...	X	-20.00	-469.42
Check	10/20/2004	4957	Placentia Chamber ...	X	-40.00	-509.42
Check	10/20/2004	4956	Rembrandt's Beautl...	X	-20.00	-529.42
Check	10/21/2004		Bank of the West	X	-4.50	-533.92
Check	10/25/2004	4960	Placentia Library G...	X	-2,150.98	-2,684.90
Check	10/25/2004	4958	Placentia Library Di...	X	-2,291.30	-4,976.20
Check	10/25/2004	4959	Placentia Library Di...	X	-35.00	-5,011.20
Check	10/27/2004	4961	Rembrandt's Beauti...	X	-20.00	-5,031.20
Check	10/28/2004	4962	Placentia Chamber ...	X	-60.00	-5,091.20
Total Checks and Payments					-5,091.20	-5,091.20
Deposits and Credits - 42 items						
Deposit	10/1/2004			X	60.00	60.00
Deposit	10/4/2004			X	301.00	361.00
Deposit	10/4/2004			X	22.40	383.40
Deposit	10/4/2004			X	58.29	441.69
Deposit	10/5/2004			X	204.00	645.69
Deposit	10/5/2004			X	968.48	1,614.17
Deposit	10/6/2004			X	29.14	1,643.31
Deposit	10/6/2004			X	93.60	1,736.91
Deposit	10/7/2004			X	200.40	1,937.31
Deposit	10/8/2004			X	7.30	1,944.61
Deposit	10/8/2004			X	30.00	1,974.61
Deposit	10/8/2004			X	87.00	2,061.61
Deposit	10/12/2004			X	169.04	2,230.65
Deposit	10/12/2004			X	86.10	2,316.75
Deposit	10/12/2004			X	48.57	2,365.32
Deposit	10/12/2004			X	33.00	2,398.32
Deposit	10/12/2004			X	30.00	2,428.32
Deposit	10/12/2004			X	3.20	2,431.52
Check	10/13/2004	4954	Rembrandt's Beautl...	X	0.00	2,431.52
Deposit	10/13/2004			X	90.00	2,521.52
Deposit	10/13/2004			X	147.00	2,668.52
Deposit	10/14/2004			X	29.14	2,697.66
Deposit	10/14/2004			X	189.00	2,886.66
Deposit	10/15/2004			X	382.00	3,268.66
Deposit	10/18/2004			X	174.30	3,442.96
Deposit	10/18/2004			X	120.00	3,562.96
Deposit	10/18/2004			X	30.00	3,592.96
Deposit	10/19/2004			X	229.00	3,821.96
Deposit	10/19/2004			X	72.00	3,893.96
Deposit	10/19/2004			X	30.00	3,923.96
Deposit	10/20/2004			X	10.00	3,933.96
Deposit	10/20/2004			X	189.00	4,122.96
Deposit	10/21/2004			X	142.00	4,264.96
Deposit	10/22/2004			X	114.20	4,379.16
Deposit	10/25/2004			X	249.00	4,628.16
Deposit	10/25/2004			X	110.00	4,738.16
Deposit	10/25/2004			X	10.30	4,748.46
Deposit	10/25/2004			X	132.00	4,880.46
Deposit	10/27/2004			X	92.00	4,972.46
Deposit	10/28/2004			X	262.00	5,234.46

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11/13/04

**Placentia Library District
Reconciliation Detail
General Fund - Checking, Period Ending 10/31/2004**

Type	Date	Num	Name	Clr	Amount	Balance
Deposit	10/29/2004			X	132.80	5,367.26
Check	11/2/2004	4965	Placentia Jewelers	X	0.00	5,367.26
Total Deposits and Credits					<u>5,367.26</u>	<u>5,367.26</u>
Total Cleared Transactions					<u>276.06</u>	<u>276.06</u>
Cleared Balance					276.06	12,626.75
Uncleared Transactions						
Checks and Payments - 1 Item						
Check	10/7/2004	4951	Friends of National ...		-50.00	-50.00
Total Checks and Payments					<u>-50.00</u>	<u>-50.00</u>
Deposits and Credits - 1 Item						
Check	10/14/2004	4955	Wal Mart			0.00
Total Deposits and Credits					<u>0.00</u>	<u>0.00</u>
Total Uncleared Transactions					<u>-50.00</u>	<u>-50.00</u>
Register Balance as of 10/31/2004					226.06	12,576.75
New Transactions						
Checks and Payments - 11 Items						
Check	11/1/2004	4963	PGRT-So Cal		-20.00	-20.00
Check	11/2/2004	4964	Postmaster		-74.00	-94.00
Check	11/3/2004	4969	All Star Trophy		-25.36	-119.36
Check	11/3/2004	4967	Fairmont Hotel		-275.00	-394.36
Check	11/3/2004	4966	Monterey Marriott		-1,148.94	-1,543.30
Check	11/3/2004	4970	Placentia Women's ...		-35.00	-1,578.30
Check	11/3/2004	4968	Travel In Style		-118.20	-1,696.50
Check	11/4/2004	4971	ISDOC		-36.00	-1,732.50
Check	11/6/2004	4972	Placentia Library Di...		-792.00	-2,524.50
Check	11/6/2004	4973	Placentia Library Di...		-30.00	-2,554.50
Check	11/6/2004	4974	Placentia Library G...		-3,182.35	-5,736.85
Total Checks and Payments					<u>-5,736.85</u>	<u>-5,736.85</u>
Deposits and Credits - 3 Items						
Check	11/14/2004	4976	Rockwells Bistro Ba...			0.00
Check	11/14/2004	4975	Benjie's Restaurant			0.00
Check	11/14/2004	4977	Von's			0.00
Total Deposits and Credits					<u>0.00</u>	<u>0.00</u>
Total New Transactions					<u>-5,736.85</u>	<u>-5,736.85</u>
Ending Balance					<u><u>-5,510.79</u></u>	<u><u>6,839.90</u></u>

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**Placentia Library District
Reconciliation Detail
General Fund - Savings, Period Ending 10/31/2004**

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						55,549.38
Cleared Transactions						
Checks and Payments - 4 Items						
Check	9/30/2004	1242	Orange County Aud...	X	-52,668.46	-52,668.46
Check	10/4/2004		Bank of the West	X	-10.00	-52,678.46
Check	10/20/2004	1243	Yorba Linda Public ...	X	-55.00	-52,733.46
Check	10/25/2004	1244	Orange County Aud...	X	-17,346.81	-70,080.27
Total Checks and Payments					-70,080.27	-70,080.27
Deposits and Credits - 31 Items						
Deposit	10/3/2004			X	224.90	224.90
Deposit	10/3/2004			X	632.70	857.60
Deposit	10/4/2004			X	559.30	1,416.90
Deposit	10/5/2004			X	619.10	2,036.00
Deposit	10/6/2004			X	688.84	2,724.84
Deposit	10/7/2004			X	265.30	2,990.14
Deposit	10/9/2004			X	181.75	3,171.89
Deposit	10/12/2004			X	238.40	3,410.29
Deposit	10/12/2004			X	328.60	3,738.89
Deposit	10/12/2004			X	254.40	3,993.29
Deposit	10/13/2004			X	345.90	4,339.19
Deposit	10/14/2004			X	496.40	4,835.59
Deposit	10/17/2004			X	90.00	4,925.59
Deposit	10/17/2004			X	912.60	5,838.19
Deposit	10/17/2004			X	321.60	6,159.79
Deposit	10/17/2004			X	3,586.49	9,746.28
Deposit	10/18/2004			X	423.70	10,169.98
Deposit	10/19/2004			X	595.90	10,765.88
Deposit	10/20/2004			X	359.00	11,124.88
Deposit	10/21/2004			X	522.65	11,647.53
Deposit	10/24/2004			X	919.34	12,566.87
Deposit	10/24/2004			X	737.30	13,304.17
Deposit	10/24/2004			X	229.00	13,533.17
Deposit	10/25/2004			X	436.15	13,969.32
Deposit	10/25/2004			X	3,378.49	17,347.81
Deposit	10/26/2004			X	497.85	17,845.66
Deposit	10/26/2004			X	2,150.98	19,996.64
Deposit	10/26/2004			X	29.18	20,025.82
Deposit	10/27/2004			X	374.20	20,400.02
Deposit	10/28/2004			X	291.20	20,691.22
Deposit	10/31/2004			X	7.13	20,698.35
Total Deposits and Credits					20,698.35	20,698.35
Total Cleared Transactions					-49,381.92	-49,381.92
Cleared Balance					-49,381.92	6,167.46
Uncleared Transactions						
Deposits and Credits - 2 Items						
Deposit	10/31/2004				753.50	753.50
Deposit	10/31/2004				378.85	1,132.35
Total Deposits and Credits					1,132.35	1,132.35
Total Uncleared Transactions					1,132.35	1,132.35
Register Balance as of 10/31/2004					-48,249.57	7,299.81

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**Placentia Library District
Reconciliation Detail
General Fund - Savings, Period Ending 10/31/2004**

Type	Date	Num	Name	Clr	Amount	Balance
New Transactions						
Deposits and Credits - 11 Items						
Deposit	11/1/2004				722.65	722.65
Deposit	11/2/2004				415.35	1,138.00
Deposit	11/3/2004				259.25	1,397.25
Deposit	11/4/2004				594.35	1,991.60
Deposit	11/6/2004				267.20	2,258.80
Deposit	11/6/2004				550.60	2,809.40
Deposit	11/8/2004				3,182.35	5,991.75
Deposit	11/8/2004				621.90	6,613.65
Deposit	11/8/2004				757.70	7,371.35
Deposit	11/9/2004				503.01	7,874.36
Deposit	11/10/2004				331.75	8,206.11
Total Deposits and Credits					8,206.11	8,206.11
Total New Transactions					8,206.11	8,206.11
Ending Balance					-40,043.46	15,505.92

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**Placentia Library District
Reconciliation Detail
County Exempt - Checking, Period Ending 10/31/2004**

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						2,363.15
Cleared Transactions						
Checks and Payments - 47 Items						
Check	9/22/2004	5262	Friends of Placentia...	X	-80.00	-80.00
Check	9/25/2004	5263	Passport Services	X	-80.00	-160.00
Check	9/27/2004	5264	Passport Services	X	-55.00	-215.00
Check	9/27/2004	5265	Passport Services	X	-55.00	-270.00
Check	9/28/2004	5269	Passport Services	X	-110.00	-380.00
Check	9/28/2004	5268	Passport Services	X	-95.00	-475.00
Check	9/28/2004	5267	Passport Services	X	-55.00	-530.00
Check	9/28/2004	5266	Passport Services	X	-55.00	-585.00
Check	9/28/2004	5270	Passport Services	X	-55.00	-640.00
Check	9/28/2004	5271	Passport Services	X	-55.00	-695.00
Check	9/28/2004	5281	Elizabeth D Minter	X	-174.00	-869.00
Check	9/28/2004	5273	Passport Services	X	-40.00	-909.00
Check	9/28/2004	5272	Passport Services	X	-55.00	-964.00
Check	9/30/2004	5282	Passport Services	X	-55.00	-1,019.00
Check	10/2/2004	5275	Passport Services	X	-40.00	-1,059.00
Check	10/2/2004	5274	Passport Services	X	-40.00	-1,099.00
Check	10/4/2004	5276	Passport Services	X	-55.00	-1,154.00
Check	10/5/2004	5278	Passport Services	X	-55.00	-1,209.00
Check	10/5/2004	5279	Passport Services	X	-115.00	-1,324.00
Check	10/5/2004	5277	Passport Services	X	-55.00	-1,379.00
Check	10/6/2004	5280	Passport Services	X	-40.00	-1,419.00
Check	10/6/2004	5285	Passport Services	X	-115.00	-1,534.00
Check	10/6/2004	5284	Passport Services	X	-55.00	-1,589.00
Check	10/6/2004	5283	Passport Services	X	-55.00	-1,644.00
Check	10/7/2004	5288	Passport Services	X	-95.00	-1,739.00
Check	10/7/2004	5287	Passport Services	X	-55.00	-1,794.00
Check	10/7/2004	5286	Passport Services	X	-55.00	-1,849.00
Check	10/9/2004	5289	Passport Services	X	-80.00	-1,929.00
Check	10/11/2004	5290	Christopher's Flowers	X	-39.76	-1,968.76
Check	10/13/2004	5291	Passport Services	X	-55.00	-2,023.76
Check	10/14/2004	5294	Passport Services	X	-55.00	-2,078.76
Check	10/14/2004	5293	Passport Services	X	-40.00	-2,118.76
Check	10/14/2004	5292	Sam's Club	X	-191.54	-2,310.30
Check	10/14/2004	5296	Passport Services	X	-230.00	-2,540.30
Check	10/14/2004	5295	Passport Services	X	-40.00	-2,580.30
Check	10/16/2004	5297	Passport Services	X	-55.00	-2,635.30
Check	10/19/2004	5301	Passport Services	X	-40.00	-2,675.30
Check	10/19/2004	5299	Passport Services	X	-55.00	-2,730.30
Check	10/19/2004	5298	Passport Services	X	-55.00	-2,785.30
Check	10/19/2004	5300	Passport Services	X	-55.00	-2,840.30
Check	10/20/2004	5302	Passport Services	X	-55.00	-2,895.30
Check	10/20/2004	5303	Passport Services	X	-55.00	-2,950.30
Check	10/21/2004	5306	Passport Services	X	-55.00	-3,005.30
Check	10/21/2004	5305	Passport Services	X	-55.00	-3,060.30
Check	10/21/2004	5304	Passport Services	X	-100.00	-3,160.30
Check	10/23/2004	5307	Passport Services	X	-100.00	-3,260.30
Check	10/31/2004			X	-11.00	-3,271.30
Total Checks and Payments					-3,271.30	-3,271.30
Deposits and Credits - 14 Items						
Deposit	10/3/2004			X	55.00	55.00
Deposit	10/5/2004			X	170.00	225.00
Deposit	10/6/2004			X	40.00	265.00
Deposit	10/6/2004			X	575.00	840.00
Deposit	10/7/2004			X	55.00	895.00
Deposit	10/7/2004			X	40.00	935.00
Deposit	10/13/2004			X	295.00	1,230.00
Deposit	10/14/2004			X	30.00	1,260.00
Deposit	10/19/2004			X	55.00	1,315.00
Deposit	10/21/2004			X	625.00	1,940.00
Deposit	10/24/2004			X	55.00	1,995.00
Deposit	10/26/2004			X	2,291.30	4,286.30

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**Placentia Library District
Reconciliation Detail
County Exempt - Checking, Period Ending 10/31/2004**

Type	Date	Num	Name	Clr	Amount	Balance
Deposit	10/27/2004			X	110.00	4,396.30
Deposit	10/28/2004			X	200.00	4,596.30
Total Deposits and Credits					4,596.30	4,596.30
Total Cleared Transactions					1,325.00	1,325.00
Cleared Balance					1,325.00	3,688.15
Uncleared Transactions						
Checks and Payments - 12 Items						
Check	11/8/2003	4698	Passport Services		-110.00	-110.00
Check	8/9/2004	5200	Jim Gilbert		-300.00	-410.00
Check	10/23/2004	5308	Passport Services		-55.00	-465.00
Check	10/27/2004	5310	Passport Services		-110.00	-575.00
Check	10/27/2004	5311	Passport Services		-200.00	-775.00
Check	10/27/2004	5309	Passport Services		-55.00	-830.00
Check	10/28/2004	5312	Passport Services		-55.00	-885.00
Check	10/30/2004	5316	Passport Services		-95.00	-980.00
Check	10/30/2004	5315	Passport Services		-100.00	-1,080.00
Check	10/30/2004	5313	Passport Services		-55.00	-1,135.00
Check	10/30/2004	5314	Passport Services		-115.00	-1,250.00
Check	10/31/2004	5317	Passport Services		-110.00	-1,360.00
Total Checks and Payments					-1,360.00	-1,360.00
Total Uncleared Transactions					-1,360.00	-1,360.00
Register Balance as of 10/31/2004					-35.00	2,328.15
New Transactions						
Checks and Payments - 12 Items						
Check	11/2/2004	5318	Darold Gordon Flath		-80.00	-80.00
Check	11/3/2004	5319	Passport Services		-110.00	-190.00
Check	11/3/2004	5320	Passport Services		-115.00	-305.00
Check	11/3/2004	5321	Passport Services		-115.00	-420.00
Check	11/4/2004	5325	Passport Services		-55.00	-475.00
Check	11/4/2004	5324	Alta Vista Country ...		-2,844.00	-3,319.00
Check	11/4/2004	5322	Passport Services		-55.00	-3,374.00
Check	11/4/2004	5323	Vick Knight		-200.00	-3,574.00
Check	11/8/2004	5326	Passport Services		-40.00	-3,614.00
Check	11/8/2004	5327	Passport Services		-115.00	-3,729.00
Check	11/9/2004	5329	Passport Services		-200.00	-3,929.00
Check	11/9/2004	5328	Passport Services		-55.00	-3,984.00
Total Checks and Payments					-3,984.00	-3,984.00
Deposits and Credits - 6 Items						
Deposit	11/1/2004				400.00	400.00
Deposit	11/2/2004				19.94	419.94
Deposit	11/3/2004				150.00	569.94
Deposit	11/3/2004				115.00	684.94
Deposit	11/4/2004				115.00	799.94
Deposit	11/4/2004				792.00	1,591.94
Total Deposits and Credits					1,591.94	1,591.94
Total New Transactions					-2,392.06	-2,392.06
Ending Balance					-2,427.06	-63.91

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**Placentia Library District
Reconciliation Detail
County Exmpt - Savings, Period Ending 10/31/2004**

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						8,191.72
Cleared Transactions						
Checks and Payments - 1 Item						
Check	10/5/2004	1527	Greg's Carpet & Up...	X	-155.52	-155.52
Total Checks and Payments					-155.52	-155.52
Deposits and Credits - 10 Items						
Deposit	10/3/2004			X	30.00	30.00
Deposit	10/6/2004			X	19.94	49.94
Deposit	10/7/2004			X	115.00	164.94
Deposit	10/17/2004			X	30.00	194.94
Deposit	10/21/2004			X	35.00	229.94
Deposit	10/24/2004			X	30.00	259.94
Deposit	10/26/2004			X	35.00	294.94
Deposit	10/26/2004			X	170.00	464.94
Deposit	10/28/2004			X	65.00	529.94
Deposit	10/31/2004			X	2.10	532.04
Total Deposits and Credits					532.04	532.04
Total Cleared Transactions					376.52	376.52
Cleared Balance					376.52	8,568.24
Register Balance as of 10/31/2004					376.52	8,568.24
New Transactions						
Checks and Payments - 1 Item						
Check	11/2/2004	1528	Greg's Carpet & Up...		-155.52	-155.52
Total Checks and Payments					-155.52	-155.52
Deposits and Credits - 3 Items						
Deposit	11/2/2004				35.00	35.00
Deposit	11/4/2004				65.00	100.00
Deposit	11/8/2004				30.00	130.00
Total Deposits and Credits					130.00	130.00
Total New Transactions					-25.52	-25.52
Ending Balance					351.00	8,542.72

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**Placentia Library District
Reconciliation Detail
Literacy Fund - Savings, Period Ending 10/31/2004**

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						8,554.53
Cleared Transactions						
Checks and Payments - 1 Item						
Check	10/20/2004	1100	Tesoro Publishing	X	-3,500.00	-3,500.00
Total Checks and Payments					-3,500.00	-3,500.00
Deposits and Credits - 1 Item						
Deposit	10/31/2004			X	2.06	2.06
Total Deposits and Credits					2.06	2.06
Total Cleared Transactions					-3,497.94	-3,497.94
Cleared Balance					-3,497.94	5,056.59
Register Balance as of 10/31/2004					-3,497.94	5,056.59
Ending Balance					<u>-3,497.94</u>	<u>5,056.59</u>

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**Placentia Library District
Reconciliation Detail
Payroll Checking - Wells Fargo, Period Ending 10/31/2004**

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						25,021.89
Cleared Transactions						
Checks and Payments - 65 Items						
Check	9/8/2004	4416	Din Thong	X	-135.51	-135.51
Check	9/22/2004	4451	Victoria Eley	X	-394.36	-529.87
Check	9/22/2004	4453	Ryan Lighthill	X	-241.83	-771.70
Check	9/22/2004	4454	Melissa Manzanarez	X	-61.59	-833.29
Check	9/22/2004	4457	Din Thong	X	-269.29	-1,102.58
Check	9/22/2004	4440	Norma Sandoval-R...	X	-60.64	-1,163.22
Check	9/22/2004	4439	Kathryn Rose	X	-67.49	-1,230.71
Check	9/22/2004	4422	Joy Di Loreto	X	-620.86	-1,851.57
Check	9/22/2004	2035	Kristen Proffitt	X	-76.89	-1,928.46
Check	10/6/2004		Paychex	X	-16,538.41	-18,466.87
Check	10/6/2004		Paychex	X	-8,868.64	-27,335.51
Check	10/6/2004	4462	Gary Bell	X	-1,410.92	-28,746.43
Check	10/6/2004	4463	Dorothy J. Cummings	X	-114.52	-28,860.95
Check	10/6/2004	4464	Jesus Diaz	X	-539.64	-29,400.59
Check	10/6/2004	4465	Gail Erwin	X	-65.25	-29,465.84
Check	10/6/2004	4468	Wendy G. Goodson	X	-1,537.05	-31,002.89
Check	10/6/2004	4470	Esther P. Guzman	X	-278.42	-31,281.31
Check	10/6/2004	4471	Joyce G. Hampton	X	-337.36	-31,618.67
Check	10/6/2004	4472	Alexander Hernandez	X	-317.81	-31,936.48
Check	10/6/2004	4477	Laura Mitchell	X	-127.36	-32,063.84
Check	10/6/2004	4480	Kristen Proffitt	X	-17.41	-32,081.25
Check	10/6/2004	4482	Pamela Radeka	X	-29.13	-32,110.38
Check	10/6/2004	4485	Lena Rodriguez	X	-56.10	-32,166.48
Check	10/6/2004	4486	Kathryn Rose	X	-71.71	-32,238.19
Check	10/6/2004	4491	Sherri Umall	X	-171.62	-32,409.81
Check	10/6/2004	4494	Angelica Alatorre	X	-221.75	-32,631.56
Check	10/6/2004	4495	Felix Bellamy	X	-345.09	-32,976.65
Check	10/6/2004	4496	Kamala Connors	X	-119.90	-33,096.55
Check	10/6/2004	4497	Victoria Eley	X	-197.12	-33,293.67
Check	10/6/2004	4498	Shannon Ford	X	-141.60	-33,435.27
Check	10/6/2004	4499	Ryan Lighthill	X	-241.83	-33,677.10
Check	10/6/2004	4500	Melissa Manzanarez	X	-98.07	-33,775.17
Check	10/6/2004	4501	Melissa Porter	X	-129.48	-33,904.65
Check	10/6/2004	4502	Hilda Rivera	X	-243.22	-34,147.87
Check	10/6/2004	4503	Evelyn Soqui	X	-185.02	-34,332.89
Check	10/6/2004	4504	Din Thong	X	-274.78	-34,607.67
Check	10/6/2004	4505	Sothavy Ton	X	-150.92	-34,758.59
Check	10/6/2004	4506	Orange County Aud...	X	-240.00	-34,998.59
Check	10/6/2004	4507	Placentia Library Dl...	X	-19.94	-35,018.53
Check	10/6/2004	4508	Nationwide Retirem...	X	-1,825.76	-36,844.29
Check	10/6/2004	4481	Beatrice V. Quintanar	X	-323.55	-37,167.84
Check	10/20/2004	4546	Victoria Eley	X	-197.12	-37,364.96
Check	10/20/2004	4545	Kamala Connors	X	-119.90	-37,484.86
Check	10/20/2004	4549	Melissa Manzanarez	X	-61.59	-37,546.45
Check	10/20/2004	4543	Angellca Alatorre	X	-221.75	-37,768.20
Check	10/20/2004	4540	Sandra Vargas	X	-95.67	-37,863.87
Check	10/20/2004	4550	Christina Perez	X	-141.60	-38,005.47
Check	10/20/2004	4538	Galen Tigert	X	-100.46	-38,105.93
Check	10/20/2004	4533	Norma Sandoval-R...	X	-60.64	-38,166.57
Check	10/20/2004	4552	Hilda Rivera	X	-451.07	-38,617.64
Check	10/20/2004	4529	Pamela Radeka	X	-51.79	-38,669.43
Check	10/20/2004	4528	Beatrice V. Quintanar	X	-328.80	-38,998.23
Check	10/20/2004	4527	Kristen Proffitt	X	-86.24	-39,084.47
Check	10/20/2004	4524	Laura Mitchell	X	-190.44	-39,274.91
Check	10/20/2004	4553	Evelyn Soqui	X	-185.02	-39,459.93
Check	10/20/2004	4519	Joyce G. Hampton	X	-337.36	-39,797.29
Check	10/20/2004	4555	Ton Sothavy	X	-110.88	-39,908.17
Check	10/20/2004	4516	Wendy G. Goodson	X	-1,537.05	-41,445.22
Check	10/20/2004	4556	Orange County Aud...	X	-240.00	-41,685.22
Check	10/20/2004	4512	Gail Erwin	X	-126.32	-41,811.54
Check	10/20/2004	4511	Jesus Diaz	X	-516.87	-42,328.41
Check	10/20/2004	4557	Nationwide Retirem...	X	-1,805.76	-44,134.17
Check	10/20/2004		Paychex	X	-8,974.63	-53,108.80

10:51 AM
11/13/04

**Placentia Library District
Reconciliation Detail
Payroll Checking - Wells Fargo, Period Ending 10/31/2004**

Type	Date	Num	Name	Cir	Amount	Balance
Check	10/20/2004		Paychex	X	-16,260.98	-69,369.78
Check	10/20/2004	4548	Ryan Lighthill	X	-184.79	-69,554.57
Total Checks and Payments					-69,554.57	-69,554.57
Deposits and Credits - 3 Items						
Deposit	9/29/2004			X	32,299.52	32,299.52
Deposit	10/14/2004			X	31,513.17	63,812.69
Deposit	10/27/2004			X	31,513.17	95,325.86
Total Deposits and Credits					95,325.86	95,325.86
Total Cleared Transactions					25,771.29	25,771.29
Cleared Balance					25,771.29	50,793.18
Uncleared Transactions						
Checks and Payments - 12 Items						
Check	8/25/2004	4380	Angie-An Mai		-30.80	-30.80
Check	10/20/2004	4551	Melissa Porter		-116.53	-147.33
Check	10/20/2004	4547	Shannon Ford		-163.30	-310.63
Check	10/20/2004	4539	Sherri Umali		-215.61	-526.24
Check	10/20/2004	4544	Felix Bellamy		-304.25	-830.49
Check	10/20/2004	4509	Gary Bell		-1,410.92	-2,241.41
Check	10/20/2004	4510	Dorothy J. Cummings		-58.55	-2,299.96
Check	10/20/2004	4514	Chris Fazenbaker		-241.59	-2,541.55
Check	10/20/2004	4518	Esther P. Guzman		-278.42	-2,819.97
Check	10/20/2004	4554	Din Thong		-274.78	-3,094.75
Check	10/20/2004	4520	Alexander Hernandez		-353.13	-3,447.88
Check	10/20/2004	4532	Lena Rodriguez		-110.22	-3,558.10
Total Checks and Payments					-3,558.10	-3,558.10
Total Uncleared Transactions					-3,558.10	-3,558.10
Register Balance as of 10/31/2004					22,213.19	47,235.08
New Transactions						
Checks and Payments - 36 Items						
Check	11/3/2004	4568	Wendy G. Goodson		-1,512.75	-1,512.75
Check	11/3/2004	4570	Esther P. Guzman		-278.42	-1,791.17
Check	11/3/2004	4572	Alexander Hernandez		-327.10	-2,118.27
Check	11/3/2004	4579	Kristen Proffitt		-59.99	-2,178.26
Check	11/3/2004	4580	Beatrice V. Quintanar		-328.80	-2,507.06
Check	11/3/2004	4583	Lena Rodriguez		-110.22	-2,617.28
Check	11/3/2004	4588	Galen Tigert		-119.14	-2,736.42
Check	11/3/2004	4589	Sandra Vargas		-31.89	-2,768.31
Check	11/3/2004	4592	Angelica Alatorre		-221.75	-2,990.06
Check	11/3/2004	4593	Felix Bellamy		-367.72	-3,357.78
Check	11/3/2004	4594	Hubert Chlm		-107.94	-3,465.72
Check	11/3/2004	4595	Kamala Connors		-271.83	-3,737.55
Check	11/3/2004	4596	Victoria Eley		-135.51	-3,873.06
Check	11/3/2004	4597	Shannon Ford		-168.74	-4,041.80
Check	11/3/2004	4598	Ryan Lighthill		-184.79	-4,226.59
Check	11/3/2004	4599	Melissa Manzanarez		-98.07	-4,324.66
Check	11/3/2004	4600	Christina Perez		-185.02	-4,509.68
Check	11/3/2004	4601	Melissa Porter		-155.37	-4,665.05
Check	11/3/2004	4602	Hilda Rivera		-475.01	-5,140.06
Check	11/3/2004	4603	Evelyn Soquil		-190.43	-5,330.49
Check	11/3/2004	4604	Din Thong		-274.78	-5,605.27
Check	11/3/2004	4605	Ton Sothavy		-98.55	-5,703.82
Check	11/3/2004	4606	Orange County Aud...		-240.00	-5,943.82
Check	11/3/2004	4607	Placentia Library Di...		-19.94	-5,963.76
Check	11/3/2004	4608	Nationwide Retirem...		-1,835.76	-7,799.52
Check	11/3/2004	4566	Trang Goebel		-57.92	-7,857.44
Check	11/3/2004	4565	Chris Fazenbaker		-131.98	-7,989.42
Check	11/3/2004	4563	Gail Erwin		-126.32	-8,115.74
Check	11/3/2004	4562	Diane Eddington		-67.49	-8,183.23
Check	11/3/2004	4561	Jesus Diaz		-510.03	-8,693.26

10:51 AM
11/13/04

Placentia Library District
Reconciliation Detail
Payroll Checking - Wells Fargo, Period Ending 10/31/2004

Type	Date	Num	Name	Clr	Amount	Balance
Check	11/3/2004	4560	Dorothy J. Cummings		-140.31	-8,833.57
Check	11/3/2004	4559	Gary Bell		-1,410.92	-10,244.49
Check	11/3/2004	4558	Lynn Baden		-71.71	-10,316.20
Check	11/3/2004		Paychex		-8,874.10	-19,190.30
Check	11/3/2004		Paychex		-16,169.47	-35,359.77
Check	11/3/2004	4571	Joyce G. Hampton		-337.36	-35,697.13
Total Checks and Payments					-35,697.13	-35,697.13
Total New Transactions					-35,697.13	-35,697.13
Ending Balance					-13,483.94	11,537.95

*2004
11/13/04*

ACQUISITIONS REPORT FOR THE MONTH OF OCTOBER 2004
Prepared by Julie Shook, Technical Services Manager

	GENERAL FUND		ADOPT-A-BOOK		TOTAL PURCHASED		DONATED		TOTAL ITEMS	
	Amount	Volumes	Amount	Volumes	Amount	Volumes	Value	Volumes	Amount	Volumes
Adult Fiction	2,715.78	210	0.00	0	2,715.78	210	84.95	6	2,800.73	216
Adult Circulating Non-Fiction	3,399.22	144	0.00	0	3,399.22	144	662.68	34	4,061.90	178
Adult Reference	3,874.68	64	0.00	0	3,874.68	64	25.95	1	3,900.63	65
Adult Print Continuations	7,420.84	140	0.00	0	7,420.84	140	0.00	0	7,420.84	140
Adult Electronic Continuations	1,543.66	12	0.00	0	1,543.66	12	0.00	0	1,543.66	12
Total Adult Non-Fiction	16,238.40	360	0.00	0	16,238.40	360	688.63	35	16,927.03	395
TOTAL ADULT PRINT MATERIALS	18,954.18	570	0.00	0	18,954.18	570	773.58	41	19,727.76	611
Adult Audio/Music	18.56	1	0.00	0	18.56	1	0.00	0	18.56	1
Adult Audio Books	1,487.14	28	0.00	0	1,487.14	28	0.00	0	1,487.14	28
Total Adult Audio	1,505.70	29	0.00	0	1,505.70	29	0.00	0	1,505.70	29
Adult Video Educational	577.79	39	0.00	0	577.79	39	0.00	0	577.79	39
Adult Video Entertainment	2,178.13	131	0.00	0	2,178.13	131	0.00	0	2,178.13	131
Total Adult Video	2,755.92	170	0.00	0	2,755.92	170	0.00	0	2,755.92	170
Adult Computer Software	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
TOTAL ADULT NON-PRINT MATERIALS	4,261.62	199	0.00	0	4,261.62	199	0.00	0	4,261.62	199
TOTAL ADULT MATERIALS	23,215.80	769	0.00	0	23,215.80	769	773.58	41	23,989.38	810
Juvenile Fiction	194.05	40	9.36	1	203.41	41	106.80	11	310.21	52
Juvenile Circulating Non-Fiction	122.23	8	0.00	0	122.23	8	24.95	1	147.18	9
Juvenile Reference	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Juvenile Print Continuations	742.50	11	0.00	0	742.50	11	0.00	0	742.50	11
Juvenile Electronic Continuations	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Total Juvenile Non-Fiction	864.73	19	0.00	0	864.73	19	24.95	1	889.68	20
TOTAL JUVENILE PRINT MATERIALS	1,058.78	59	9.36	1	1,068.14	60	131.75	12	1,199.89	72
Juvenile Audio/Music	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Juvenile Audio Books	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Total Juvenile Audio	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Juvenile Video Educational	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Juvenile Video Entertainment	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Total Juvenile Video	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Juvenile Computer Software	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
TOTAL JUVENILE NON-PRINT MATERIALS	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
TOTAL JUVENILE MATERIALS	1,058.78	59	9.36	1	1,068.14	60	131.75	12	1,199.89	72
Total Fiction	2,909.83	250	9.36	1	2,919.19	251	191.75	17	3,110.94	268
Total Non-Fiction	17,105.13	379	0.00	0	17,103.13	379	713.58	36	17,816.71	415
Total Audio	1,505.70	29	0.00	0	1,505.70	29	0.00	0	1,505.70	29
Total Video	2,755.92	170	0.00	0	2,755.92	170	0.00	0	2,755.92	170
Total Computer Software	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
TOTAL MATERIALS	24,274.58	828	9.36	1	24,283.94	829	905.33	53	25,189.27	882

OUTSTANDING ORDERS AS OF OCTOBER 31, 2004

General Fund Amount	Adopt-A-Book Amount	TOTAL Amount
\$11,772.53	\$463.73	\$12,236.26

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

	GENERAL FUND		ADOPT-A-BOOK		TOTAL PURCHASED		DONATED		TOTAL ITEMS	
	Amount	Volumes	Amount	Volumes	Amount	Volumes	Value	Volumes	Amount	Volumes
Adult Fiction	3,461.83	253	3,291.35	267	6,753.18	520	759.50	36	7,512.68	556
Adult Circulating Non-Fiction	4,114.22	185	1,527.53	98	5,641.75	283	1,521.73	63	7,163.48	346
Adult Reference	8,581.48	90	676.79	9	9,258.27	99	436.90	6	9,695.17	105
Adult Print Continuations	16,462.42	302	0.00	0	16,462.42	302	0.00	0	16,462.42	302
Adult Electronic Continuations	7,445.68	48	0.00	0	7,445.68	48	0.00	0	7,445.68	48
Total Adult Non-Fiction	36,603.80	625	2,204.32	107	38,808.12	732	1,958.63	69	40,766.75	801
TOTAL ADULT PRINT MATERIALS	40,065.63	878	5,495.67	374	45,561.30	1,252	2,718.13	105	48,279.43	1,357
Adult Audio/Music	37.12	2	0.00	0	37.12	2	55.00	3	92.12	5
Adult Audio Books	2,754.71	74	2,043.81	33	4,798.52	107	0.00	0	4,798.52	107
Total Adult Audio	2,791.83	76	2,043.81	33	4,835.64	109	55.00	3	4,890.64	112
Adult Video Educational	577.79	39	4,988.49	216	5,566.28	255	39.95	2	5,606.23	257
Adult Video Entertainment	2,220.59	134	0.00	0	2,220.59	134	196.99	11	2,417.58	145
Total Adult Video	2,798.38	173	4,988.49	216	7,786.87	389	236.94	13	8,023.81	402
Adult Computer Software	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
TOTAL ADULT NON-PRINT MATERIALS	5,590.21	249	7,052.30	249	12,642.51	498	291.94	16	12,934.45	514
TOTAL ADULT MATERIALS	45,655.84	1,127	12,527.97	623	58,183.81	1,750	3,010.07	121	61,193.88	1,871
Juvenile Fiction	309.68	61	1,941.59	162	2,251.27	223	257.13	47	2,508.40	270
Juvenile Circulating Non-Fiction	122.23	8	235.26	14	357.49	22	24.95	1	382.44	23
Juvenile Reference	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Juvenile Print Continuations	1,035.72	13	146.61	1	1,182.33	14	0.00	0	1,182.33	14
Juvenile Electronic Continuations	399.00	1	0.00	0	399.00	1	0.00	0	399.00	1
Total Juvenile Non-Fiction	1,556.95	22	381.87	15	1,938.82	37	24.95	1	1,963.77	38
TOTAL JUVENILE PRINT MATERIALS	1,866.63	83	2,323.46	177	4,190.09	260	282.08	48	4,472.17	308
Juvenile Audio/Music	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Juvenile Audio Books	2,872.32	48	2,872.32	48	5,744.64	96	96.00	2	5,840.64	98
Total Juvenile Audio	2,872.32	48	2,872.32	48	5,744.64	96	96.00	2	5,840.64	98
Juvenile Video Educational	0.00	0	0.00	0	0.00	0	608.85	35	608.85	35
Juvenile Video Entertainment	0.00	0	0.00	0	0.00	0	615.00	30	615.00	30
Total Juvenile Video	0.00	0	0.00	0	0.00	0	1,223.85	65	1,223.85	65
Juvenile Computer Software	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
TOTAL JUVENILE NON-PRINT MATERIALS	2,872.32	48	2,872.32	48	5,744.64	96	1,319.85	67	7,064.49	115
TOTAL JUVENILE MATERIALS	4,738.95	131	2,323.46	177	7,062.41	308	1,601.93	115	8,664.34	423
Total Fiction	3,771.51	314	5,232.94	429	9,004.45	743	1,016.63	83	10,021.08	826
Total Non-Fiction	38,160.75	647	2,586.19	122	40,746.94	769	1,963.58	675	42,730.52	839
Total Audio	5,664.15	124	2,043.81	33	7,707.96	157	151.00	5	7,858.96	162
Total Video	2,798.38	173	4,988.49	216	7,786.87	389	1,460.79	78	9,247.66	467
Total Computer Software	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
TOTAL MATERIALS	50,394.79	1,258	14,851.43	800	65,246.22	2,058	4,612.00	236	69,858.22	2,294

Summary of Current Status of Unique Management Accounts
November 22, 2004

Agenda Item 15

FY 04-05	New Accounts	Active Accounts	Paid in full current month	Amount received current month	Written off current month
July	16	655	4	743.99	0
August	4	667	6	718.98	0
September	18	675	3	616.88	0
October	8	683	7	842.49	0
November	0	0	0	0	0
December	0	0	0	0	0
January	0	0	0	0	0
February	0	0	0	0	0
March	0	0	0	0	0
April	0	0	0	0	0
May	0	0	0	0	0
June	0	0	0	0.00	0
TOTAL YTD	46	2680	20	2922.34	0

UNIQUE MANAGEMENT SERVICES, INC.

CREATED: 10/31/2004 9:00 AM TC

SUMMARY STATUS REPORT

PAGE: 129

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

CREDITOR: 286 -- PLACENTIA LIBRARY DISTRICT
DATES LISTED: 01/01/1900 TO 10/31/2004

Accounts Submitted	:	1,049	Dollars Submitted	:	97,131.49	Dollars Received	:	35,877.82
Bankruptcies	:	5	Dollars in Bankruptcy	:	457.35	Material Returned	:	13,030.23
Incorrect Addresses	:	125	Dollars in Skips	:	7,537.27	Dollars Waived	:	2,514.88
Disputes/Suspends	:	1	Dollars in Dispute	:	0.00	Total Activated	:	65,707.08
Accounts in Process	:	918	Dollars in Process	:	86,396.82	% of Dollars Activated	:	76.05%
# of Accounts Activated	:	683						
% of Accounts Activated	:	74.40%						

TO: Library Board of Trustees

FROM: Elizabeth Minter, Library Director *EM*

DATE: November 22, 2004

SUBJECT: GIFT REPORT

The following gifts were received from October 1, 2004 through October 31, 2004.

ADOPT A BOOK DONATIONS

Phil Rothstein	Rees Llewellyn
Karen Davidson	James and Debra Yost

<u>TOTAL ADOPT A BOOK DONATIONS:</u>	<u>\$100.00</u>
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BOOK ENDOWMENT FUND

Ernest and Jane Murray

<u>TOTAL BOOK ENDOWMENT FUND</u>	<u>\$50.00</u>
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GENERAL FUND DONATIONS

Ted Farkas	Hunter and Pat Piper
Ron and Beverly Womack	Bruce and Marie Groff
Jean Lasley	James and Gloria Thomas
Sung and Susie Choi	Fay Hastings
Craig & Barbara Frantz	Fred and Elizabeth Minter
Richard & Lucille Henderson	Pauly Gast
John and Laura Hanel	Bruce Gallant
Marla Anderson	

<u>TOTAL GENERAL FUND DONATIONS:</u>	<u>\$1,050.00</u>
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<u>TOTAL ALL DONATIONS</u>	<u>\$1,200.00</u>
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Prepared By: Wendy Goodson

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *EDM*
SUBJECT: **Building Maintenance Report for October 2004**
DATE: November 22, 2004

HVAC: 10/18/04 & 10/20/04 – Replace thermostat in meeting room and recalibrate damper.

Plumbing: 10/14/04 – Replace valve in men’s public restroom.

Electrical: No service calls in October.

Carpet Cleaners: 10/22/04 – Clean Meeting Room carpet.

Locksmith: No service calls in October.

Telephone: 10/18/04 - Conduct site-visits with potential vendors bidding on the new telephone system contract.

Water system: 10/27/04 – Repair and replace leaking filter.

Doors: 10/18/04 - Inspect main entrance sliding doors.

Prepared by: Wendy Goodson

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *EDM*
SUBJECT: Personnel Report for October 2004
DATE: November 22, 2004

RESIGNATIONS:
None


APPOINTMENTS:
None

OPEN POSITIONS:
None

WORKERS' COMPENSATION LEAVE:
None

Prepared by: Wendy Goodson

TO: Elizabeth Minter, Library Director

FROM: Laranne Millonzi, Development Director and Volunteer Coordinator 

SUBJECT: Volunteer Report for Month of October 2004

CUMULATIVE RECORD OF VOLUNTEER HOURS (excluding Literacy services)

REGULAR	FY04/05 October	FY04/05 YTD	Starting	Cumulative
Andrade, Linda	15.00	37.00	Sep-95	874.00
Backes, Theresa	3.50	28.00	Jun-98	440.75
Barnett, Joan	2.00	2.00	Oct-04	2.00
Bart, Lillian	2.00	18.00	May-01	411.75
Benner, Brenda	0.00	3.50	Jul-04	3.50
Blansett, Nadine	23.00	85.00	Mar-03	325.75
Boelman, Marge	4.00	4.00	Apr-01	180.00
Botha, Jill	0.00	0.00	Nov-01	64.00
Britton, JoAnn	7.00	31.50	Jul-04	31.50
Byrne, Joyce	4.00	12.00	Apr-04	17.00
Cassidy, Deane	0.00	0.00	May-04	2.00
Clugston, Patricia	4.25	38.25	Jun-98	604.50
Davis, Sandy	8.00	38.00	Jul-03	139.00
Dell, Lyla	19.50	61.00	Aug-98	300.50
Doezie, Debra	0.00	0.00	Jan-04	39.00
Farkas, Theodore	0.00	0.00	?	50.00
Fioroni, Pete	10.00	20.00	Mar-97	338.25
Fisher, Jack	0.00	3.25	Apr-04	8.75
Fisher, Lora	0.00	1.25	Aug-04	1.25
Fitzgerald, Joan	9.00	30.00	Oct-93	2,209.75
Frazee, Kathy	0.00	0.00	Jul-02	7.00
Godwin, Nita	8.00	28.00	Feb-96	412.25
Haagen, John	3.25	7.50	Jan-00	110.75
Hathaway, Eugenia	2.00	12.00	Nov-03	40.00
Hemmerling, Barbara	15.00	53.75	Sep-95	786.75
Henderson, Jan	0.00	2.00	Oct-03	11.00
Himes, Camille	0.00	0.00	Jul-03	5.00
Horrocks, Marjorie	4.00	14.00	Oct-95	306.00
Irot, Pat	16.50	123.50	Feb-96	3,720.50
Jertberg, Pat	11.00	32.50	Apr-98	2,002.75
Lee, Wilma	0.25	5.25	Feb-04	12.25
Loewer, Terrie	4.50	52.50	Jun-04	60.00
Lone-Tollefson, Nancy	49.00	153.00	Jan. 03	457.75
Lord, Audrey	0.00	0.00	Jul-00	390.75
Myers, Claire	7.25	42.25	Oct-95	1,366.75
Nakamura, Nobu	6.00	14.50	Sep-04	14.50
Olson, Bob	4.00	14.00	Sep-95	512.00
Pence, Carol	0.00	0.00	Mar-04	3.00
Pence, Thomas	0.00	0.00	Jan-99	301.50
Rankin, Eleanore	21.00	75.00	May-02	663.50
Rodriguez, Carmen	8.00	30.00	Feb-00	313.50
Salem, Rose	6.00	32.00	Oct-00	333.75
Sanatar, Ginny	0.00	0.00	Mar-02	117.50
Sandoval, Gerry	8.00	26.00	Aug-02	198.00
Schafer, Ruth	6.00	36.00	Jun-04	44.00
Schmidt, Marie	13.00	46.00	Apr-98	709.75
Scott, Linda	0.00	0.00	Jul-03	18.50
Segovia, Inez	10.00	40.00	Jun-03	161.50
Shaw, Dixie	1.00	4.00	May-94	221.50
Silverman, Pat	8.00	32.00	Jul-03	134.00
Thum, Margo	16.00	44.00	Nov-03	106.00
Tollefson, Jerry	2.50	4.50	Jul-03	35.00
Tramison, Betty	2.00	5.50	Aug-04	5.50
Walker, Jim	0.00	0.00	Nov-03	1.50
Walcek, John	0.00	0.00	Dec-04	6.00
Walker, Virginia	0.00	0.00	Mar-99	145.25
Wymer, Betty	3.00	28.25	Jan-96	1,066.25
Zamora, Mary	0.00	0.00	Jan-04	8.50
TOTAL	346.50	1370.75		20,853.25

CUMULATIVE RECORD OF TEMPORARY VOLUNTEER HOURS (excluding Literacy Services)

	FY04/05 October	FY04/05 YTD	Cumulative		FY04/05 October	FY04/05 YTD	Cumulative
Alvarado, Catalina	0.00	3.25	3.25	Nguyen, Kevin	0.00	18.25	18.25
Barlow, Stacey	3.00	4.00	4.00	Ning Zing, Dan	0.00	9.00	9.00
Becker, Alyssa	0.00	8.25	9.25	Ong, Cindy	0.00	9.00	9.00
Beshay, Andrew	8.00	9.00	9.00	Pestoor, Jaclyn	0.00	8.50	16.50
Bhattacharya, Ankur	0.00	23.00	46.50	Peters, Lezi	0.00	20.75	30.25
Bishtawi, Stephen	10.00	12.00	28.00	Peters, Tim	0.00	18.25	27.75
Bianco, Justin	0.00	4.00	36.50	Piol, Nick	0.00	8.00	48.00
Blaine, Ami	0.50	3.00	13.00	Rivera, Ruben	0.00	35.00	40.00
Blehm, Nathan	0.00	10.50	10.50	Runyan, Nicole	0.00	7.00	7.00
Boden, Emily	0.00	24.25	28.25	Ryang, Michelle	0.00	13.25	30.50
Born, Ashley	0.00	6.25	24.25	Salvary, Vanessa	1.00	3.00	3.00
Cerpa, Lizbeth	1.50	4.50	4.50	Sevilla, Martin	21.00	26.00	26.00
Cha, Sally	0.00	22.00	22.00	Sharp, Kristina	0.00	16.25	28.25
Chao, Rebecca	0.00	44.50	55.50	Shaw, Vishwa	0.00	4.50	4.50
Chen, Shaw-Ming	0.00	11.50	11.50	Soetijoso, Agnes	17.00	27.00	27.00
Chun, Andrea	7.00	23.50	92.25	Suh, Stacy	9.75	28.25	58.75
Dita, Alex	10.50	14.00	14.00	Syed, Kiren	0.00	20.75	46.25
Downs, Chantal	8.00	11.00	11.00	Tan, Hannah	0.00	1.00	44.00
Drake, Catherine	2.00	5.00	5.00	Tasnim, Sara	0.00	14.00	20.25
Erbacher, Matt	0.00	5.00	5.00	Tat, Trung	0.00	24.50	97.75
Esquivel, Gilberto	6.00	28.00	41.00	Thibault, Peter	0.00	8.50	10.50
Florez, Stephanie	0.00	2.75	5.75	Thibault, Timothy	0.00	10.50	14.50
Francis, Lucy	1.50	11.00	11.00	Thornley, Mikayla	0.00	2.00	2.00
Hadi, Maria	0.00	10.00	10.00	Titus, Tanya	0.00	4.00	4.00
Hariri, Nick	0.00	29.00	30.00	Tjoarman, Arlene	0.00	85.25	110.75
Hernandez, Brenda	3.00	18.00	18.00	Valerio, Ricardo	0.00	0.00	30.00
Ibarra, Estefania	0.00	39.00	54.00	Vasquez, Michelle	0.00	3.25	3.25
Israel, Emily	0.00	19.25	22.25	Vo, Jadeson	0.00	11.50	20.25
Jani, Eddie	0.00	37.25	59.25	Vo, Jasmine	0.00	11.50	21.25
Karan, Gaurav	13.00	20.00	20.00	Wang, Melody	0.00	13.50	18.50
Khattar, Saijal	0.00	43.50	57.50	White, Chris	0.00	19.25	20.25
Lee, Jessica	0.00	41.00	46.00	Wiggins, Katie	7.50	8.50	8.50
Lee, Kenneth	0.00	48.00	57.25	Wu, Jaime	0.00	9.25	14.75
Martinez, Chris	0.00	26.25	40.00	Yeh, Bryce	0.00	6.00	25.25
Misty, Aakash	0.00	15.50	15.50	Zuniga, Jazmin	0.00	10.00	38.00
Ngo, Kathy	11.00	31.75	31.75				

TOTAL	85.00	668.75	952.50	TOTAL	56.25	515.25	933.75
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TOTAL Library Volunteer Hours	487.75
TOTAL Literacy Volunteer Hours	684.00

TOTAL VOLUNTEERS HOURS 1171.75

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

	Regular/Temp. Volunteers				Literacy Volunteers			
	FY00/01	FY01/02	FY02/03	FY03/04	FY00/01	FY01/02	FY02/03	FY03/04
July	562.00	623.00	693.50	735.25	658.00	1026.50	644.00	865.00
August	563.25	834.25	386.00	551.50	662.00	847.00	513.00	829.00
September	248.00	802.75	386.00	385.00	581.00	605.00	518.00	808.00
October	385.00	1029.80	442.50	388.75	614.00	550.00	516.00	820.00
November	369.25	1457.30	388.25	388.25	685.50	550.00	510.00	805.00
December	205.25	203.50	260.00	359.50	564.00	586.00	504.00	853.00
January	387.25	356.50	425.00	439.00	797.00	586.00	504.00	979.00
February	376.75	359.75	492.00	496.25	617.00	600.00	534.00	1472.00
March	377.25	399.00	340.00	489.25	622.50	600.00	767.00	1275.75
April	457.25	299.75	533.25	476.50	656.00	600.00	502.00	1152.00
May	393.00	371.50	355.50	460.25	1,204.50	588.00	500.00	562.50
June	<u>580.75</u>	<u>454.00</u>	<u>554.75</u>	<u>456.00</u>	<u>1,050.50</u>	<u>639.00</u>	<u>3368.00</u>	<u>526.50</u>
	4905.00	7191.10	5256.75	5625.50	8,712.00	7777.50	9380.00	10947.75

	FY04/05				FY04/05			
July	948.25				1,008.00			
August	696.25				684.00			
September	482.00				704.00			
October	487.75				684.00			
November								
December								
January								
February								
March								
April								
May								
June								
	<u>2614.25</u>	<u> </u>	<u> </u>	<u> </u>	<u>3,080.00</u>	<u> </u>	<u> </u>	<u> </u>

CUMULATIVE RECORD OF LITERACY VOLUNTEER HOURS

REGULAR	FY04/05 October	FY04/05 YTD	Cumulative		FY04/05 October	FY04/05 YTD	Cumulative
Aguirre, Alyssa	6.00	24.00	64.00	Hutain, Jenny	6.00	24.00	61.00
Araujo, John	6.00	24.00	24.00	Hutton, Katherine (Kate)	6.00	24.00	318.00
Azadi, Joe	8.00	32.00	32.00	Jeon, Ashley	6.00	18.00	59.00
Azizan, Sarah	-	-	40.00	Johnstone, Deborah	6.00	9.00	9.00
Babinski, Barbara	-	-	3.00	Kaiser, Kelly	-	-	150.00
Bates, Emily	6.00	20.00	20.00	Kamat, Rujvi	6.00	24.00	60.00
Belekjian, Maria	-	12.00	120.00	Kao, Elaine	6.00	12.00	68.00
Bello, Dominic	12.00	30.00	96.00	Khamphanh, Molly	6.00	24.00	108.00
Bennett, Amanda	6.00	20.00	20.00	Komreich, Seth	-	-	32.00
Bennett, Kevin	6.00	20.00	20.00	Kreger, Kenneth	6.00	24.00	24.00
Bernardino, Maria	6.00	24.00	120.00	Krisinger, Elizabeth	-	-	78.00
Bowers, Cretia	-	-	20.00	Lampason, Caylan	6.00	9.00	9.00
Brackett, Jim	-	6.00	159.00	Lee, Joshua	6.00	24.00	24.00
Broderick, Shannon	12.00	12.00	68.00	Leslie, Sandra	6.00	24.00	312.00
Brzovic, Kathy	6.00	24.00	114.00	Lin, Joyce	6.00	24.00	24.00
Cadambi, Aruna	-	-	44.00	Lukito, Cory	6.00	24.00	24.00
Callaway, Sean	6.00	24.00	66.00	Lukito, Kevin	6.00	24.00	24.00
Castillo, Alicia	-	-	40.00	Mai, Angie	-	-	36.00
Cha, Sally	6.00	24.00	114.00	Maino, Arielle	6.00	24.00	24.00
Chandrasekaram, Vinolie	-	-	64.00	Malkowicz, Edward	12.00	36.00	340.00
Chen, April	-	-	177.00	Manzanarez, Melissa	12.00	42.00	42.00
Chen, Wen	6.00	24.00	108.00	Marquez, Jeff	6.00	24.00	66.00
Cheng, Elsen	12.00	18.00	98.00	Marlaro, Diane	-	-	564.00
Choi, Eugene	6.00	24.00	66.00	Massaro, Lauren	6.00	24.00	108.00
Coffee, Nancy	-	-	397.00	McBain, Frances	6.00	24.00	102.00
Corbo, Leonora	6.00	23.00	23.00	McBentez, Kathy	6.00	24.00	188.00
de LaTorre, Angelica	-	-	154.00	McGrath, Patricia	6.00	24.00	97.00
Diaz, Cynthia	-	-	52.00	Mehta, Aml	6.00	24.00	60.00
Diaz, Monica	-	-	70.00	Miller, Michelle	6.00	24.00	69.00
Donofrio, Susan	6.00	24.00	159.00	Min, Nara	6.00	6.00	58.00
Draper, Krispa	-	18.00	168.00	Montoya, Tania	6.00	24.00	80.00
Dudrey, Kristin	6.00	24.00	78.00	Myers, Emily	-	-	150.00
Eckels, Krys	6.00	24.00	114.00	Navarro, Nicole	6.00	24.00	114.00
Economou, Christina	6.00	24.00	108.00	Negoraneck, Rachel	6.00	24.00	53.00
Elmore, Sylvia	4.00	16.00	100.00	Negrete, Adriana	6.00	24.00	61.00
Espinoza, Veronica	6.00	9.00	9.00	Nguyen, Martin	6.00	24.00	66.00
Farilla, Dawn	6.00	25.00	25.00	Nguyen, Minh	6.00	24.00	24.00
Finley, Virginia	6.00	24.00	116.00	Nguyen, Tyler	6.00	24.00	80.00
Fitsimons-Diaz, Chelsea	-	12.00	129.00	Osoria, Jonathan	6.00	24.00	72.00
Gardner, Jeanette	-	-	87.00	Patel, Vani	6.00	24.00	114.00
Gimby, Walter	6.00	24.00	70.00	Pello, Ernest	6.00	24.00	307.00
Goodman, Dale	-	-	3,441.00	Porter, Melissa	12.00	48.00	156.00
Guerrero, Christine	6.00	24.00	102.00	Precht, Jeanette	6.00	-	187.00
Guerrero, Lavone	6.00	24.00	108.00	Renno, Carolyn	6.00	21.00	69.00
Hamacher, Holly	6.00	18.00	102.00	Rivera, Felleny	6.00	-	76.00
Hatch, Bill	6.00	24.00	159.00	Rivera, Hilda	12.00	24.00	192.00
Hatch, Katie	6.00	23.00	73.00	Rodriguez, Kenia	-	24.00	120.00
Hawkins, Christina	6.00	24.00	98.00	Ross, Charlotte	-	18.00	21.00
Healey, Kathleen	6.00	24.00	300.00	Sabo, Melissa	-	-	42.00
Heer, Kim	6.00	24.00	317.00	Schaal, Linda	6.00	24.00	237.00
Henao, Stephanie	6.00	24.00	78.00	Schultz, Laurie	6.00	24.00	24.00
Herrera, Elizabeth	6.00	24.00	24.00	Sgobba, Jackie	-	18.00	180.00
Hernandez, Melissa	-	-	50.00	Shah, Sweny	-	-	132.00
Hernandez, Maria	6.00	30.00	174.00	Shan, Kheyali	6.00	24.00	69.00
Hilleweart, Heather	6.00	24.00	102.00	Skimizu, Ken	12.00	48.00	493.00
Holmes, Nancy	6.00	24.00	24.00	Smith, Allie	6.00	24.00	24.00
Howell, Anne	-	18.00	102.00	Smith, Annie	6.00	24.00	24.00
Hsieh, Lambert	6.00	24.00	24.00	Speakman, Sarah	6.00	21.00	102.00
Hsu, Iris	6.00	24.00	24.00	Stutts, Lisa	-	18.00	67.00
Humple, Phyllis	-	12.00	186.00	Stuvert, Judith	-	60.00	60.00

Literacy Hours continued

REGULAR	FY04/05 October	FY04/05 YTD	Cumulative	REGULAR	FY04/05 October	FY04/05 YTD	Cumulative
Tan, Hannah	6.00	22.00	22.00				
Tat, Trung	6.00	24.00	35.00				
Thomas, Peggy	6.00	24.00	143.00				
Thong, Din	20.00	60.00	60.00				
Todker, Reka	6.00	24.00	36.00				
Todker, Vanita	6.00	24.00	64.00				
Ton, Sothavy	16.00	52.00	52.00				
Trotter, Cynthia	6.00	24.00	171.00				
Truong, Christine	-	-	123.00				
Valenzuela, Sarah	6.00	24.00	24.00				
Veltre, Robin	6.00	21.00	43.00				
Vukovick, Kathy	6.00	24.00	240.00				
Weimer, MacKenzie	6.00	24.00	67.00				
White, Debi	6.00	9.00	9.00				
Wright, Sydney	6.00	24.00	63.00				
Yu, Lilian	6.00	24.00	30.00				
Total	684.00	2,626.00	16,760.00				

Placentia Library District
Circulation Report
November 22, 2004

	FY04-05 YTD	FY03-04 YTD	% Change FY03 TO FY04	FY04-05 October	FY03-04 October
1st Time Checkouts	53,132	49,956	6.36%	14,045	11,362
Phone Renewals	6,357	6,689	-4.96%	1,034	2,017
In-Building Renewals	1,204	2,037	-40.89%	414	572
TOTAL RENEWALS	7,561	8,726	-13.35%	1,448	2,589
TOTAL CHECKOUTS	60,693	58,682	3.43%	15,493	13,951
On-Time Checkins	57,381	52,448	9.41%	15,018	12,128
Late Checkins	3,403	3,713	-8.35%	890	972
TOTAL CHECKINS	60,784	56,161	8.23%	15,908	13,100
Holdings Placed	2,352	702	235.04%	549	159
Holdings Cancelled	130	31	319.35%	50	8
Holdings Filled	1,790	1,435	24.74%	426	302
Patrons Registered	1,376	1,470	-6.39%	370	658
Titles Added	1,004	829	21.11%	400	190
Volumes Added	1,156	887	30.33%	447	201
CIRCULATION BY TYPE OF MATERIAL					
Adult Print	25,979	24,630	5.48%	6,216	6,192
Juvenile Print	27,223	26,856	1.37%	7,126	6,346
Total Print	53,202	51,486	3.33%	13,342	12,538
Audio	3,932	3,277	19.99%	974	872
Visual	6,873	4,291	60.17%	1,925	1,085
Total Audio Visual	10,805	7,568	42.77%	2,899	1,957
TOTAL CIRCULATION	64,007	59,054	8.39%	16,241	14,495
Placentia Circulation	38,919	37,568	3.60%	9,727	8,747
%Placentia Circulation	60.80%	63.62%		59.89%	60.34%
Anaheim/Yorba Linda Circulation	10,337	9,171	12.71%	2,763	2,719
%Anaheim/Yorba Linda Circulation	16%	15.53%		17%	18.76%
TYPES OF ACTIVE BORROWERS					
Adult	45,755	39,876	14.74%	11,698	10,069
Young Adult	1,070	1,009	6.05%	272	222
Juvenile	11,609	12,184	-4.72%	2,874	2,831
New Borrower	4,633	4,812	-3.72%	1,176	1,058
Non Resident	0	0	N/A	0	0
Other (staff)	899	1,148	-21.69%	249	339
TOTAL ACTIVE BORROWERS	63,966	59,029	8.36%	16,269	14,519
TOTAL REGISTERED BORROWERS	75,913	73,484	3.31%	19,488	18,781
ATTENDANCE	129,801	123,714	4.92%	39,621	37,567
Adult Reference-In Building	5,039	3,350	50.42%	1,630	1,026
Adult Reference-Telephone	753	629	19.71%	271	193
Children's Reference-In Building	3,737	1,699	119.95%	1,015	848
Children's Reference-Telephone	71	106	-33.02%	21	59
Total Adult Reference	5,792	3,979	45.56%	1,901	1,219
Total Children's Reference	3,808	1,805	110.97%	1,036	907
Total In Building Reference	8,776	5,049	73.82%	2,645	1,874
Total Telephone Reference	824	735	12.11%	292	252
TOTAL REFERENCE	9,600	5,784	65.98%	2,937	2,126

PLACENTIA INVOICES

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

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

PERIOD COVERED FY2004-2005	DATE INVOICE	S. CA EDISON	TURF	GROUNDS	MAINT/ REPAIRS	CIV CTR SEISMIC	IRRIGATION CONTROL	TOTAL
Jul-04	08/23/04	5,332.93	1,150.57	722.54	302.50	0.00	7.29	7,515.83
Aug-04	10/15/04	5,155.44	1,150.57	679.43	215.00	0.00	14.45	7,214.89
Sep-04	11/04/04	3,963.90	1,150.57	686.96	0.00	0.00	7.18	5,808.61
Oct-04		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Nov-04		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Dec-04		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Jan-05		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Feb-05		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Mar-05		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Apr-05		0.00	0.00	0.00	0.00	0.00	0.00	0.00
May-05		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Jun-05		0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL		14,452.27	3,451.71	2,088.93	517.50	0.00	28.92	20,539.33
AVG		4,817.42	1,150.57	696.31	172.50	0.00	9.64	6,846.44

TOTAL DOLLARS SPENT

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

TOTAL DOLLARS SPENT

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

TOTAL DOLLARS SPENT

FY2004-2005	LABOR	EQUIPMENT	MATERIAL	TOTAL	50% LIBRARY
Jul-03	1,233.58	211.50	0.00	1,445.08	722.54
Aug-03	1,147.36	211.50	0.00	1,358.86	679.43
Sep-03	1,177.42	196.50	0.00	1,373.92	686.96
Oct-03	0.00	0.00	0.00	0.00	0.00
Nov-03	0.00	0.00	0.00	0.00	0.00
Dec-03	0.00	0.00	0.00	0.00	0.00
Jan-04	0.00	0.00	0.00	0.00	0.00
Feb-04	0.00	0.00	0.00	0.00	0.00
Mar-04	0.00	0.00	0.00	0.00	0.00
Apr-04	0.00	0.00	0.00	0.00	0.00
May-04	0.00	0.00	0.00	0.00	0.00
Jun-04	0.00	0.00	0.00	0.00	0.00
TOTAL	3,558.36	619.50	0.00	4,177.86	2,088.93
AVG	1,186.12	206.50	0.00	1,392.62	696.31

DOLLARS BY TYPE OF WORKER

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

DOLLARS BY TYPE OF WORKER

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

DOLLARS BY TYPE OF WORKER

FY2004-2005	SUPERVISOR	CREWLEAD	SWEEPER	TRIMMER	MAINT WORK	TOTAL
Jul-03	284.72	270.54	60.56	0.00	617.76	1,233.58
Aug-03	284.72	240.48	60.56	0.00	561.60	1,147.36
Sep-03	284.72	270.54	60.56	0.00	561.60	1,177.42
Oct-03	0.00	0.00	0.00	0.00	0.00	0.00
Nov-03	0.00	0.00	0.00	0.00	0.00	0.00
Dec-03	0.00	0.00	0.00	0.00	0.00	0.00
Jan-04	0.00	0.00	0.00	0.00	0.00	0.00
Feb-04	0.00	0.00	0.00	0.00	0.00	0.00
Mar-04	0.00	0.00	0.00	0.00	0.00	0.00
Apr-04	0.00	0.00	0.00	0.00	0.00	0.00
May-04	0.00	0.00	0.00	0.00	0.00	0.00
Jun-04	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL	854.16	781.56	181.68	0.00	1,740.96	3,558.36
AVG	284.72	260.52	60.56	0.00	580.32	1,186.12

TIME BY TYPE OF WORKER

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

TIME BY TYPE OF WORKER


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

TIME BY TYPE OF WORKER

FY2004-2005	SUPERVISOR	CREWLEAD	SWEEPER	BLDG MAINT		MAINT WORK	TOTAL
				TRIMMER			
Jul-03	8.00	9.00	2.00	0.00		22.00	41.00
Aug-03	8.00	8.00	2.00	0.00		20.00	38.00
Sep-03	8.00	9.00	2.00	0.00		20.00	39.00
Oct-03	0.00	0.00	0.00	0.00		0.00	0.00
Nov-03	0.00	0.00	0.00	0.00		0.00	0.00
Dec-03	0.00	0.00	0.00	0.00		0.00	0.00
Jan-04	0.00	0.00	0.00	0.00		0.00	0.00
Feb-04	0.00	0.00	0.00	0.00		0.00	0.00
Mar-04	0.00	0.00	0.00	0.00		0.00	0.00
Apr-04	0.00	0.00	0.00	0.00		0.00	0.00
May-04	0.00	0.00	0.00	0.00		0.00	0.00
Jun-04	0.00	0.00	0.00	0.00		0.00	0.00
TOTAL	24.00	26.00	6.00	0.00		62.00	118.00
AVG	8.00	8.67	2.00	0.00		20.67	39.33

Elizabeth Minter

From: gneill@CSDA.NET
Sent: Friday, October 22, 2004 4:27 PM
To: eminter@placentiaibrary.org
Subject: CSDA Legislative Update for October 22, 2004

 Right-click here to download pictures. To help protect your privacy, Outlook prevented automatic download of this picture from the Internet.
CSDA Alliance Legislative Information

Propositions 68 and 70

CSDA joins Governor Schwarzenegger in continuing to actively fight Propositions 68 and 70. Catherine Smith, Executive Director of CSDA and co-chair of the "No on Propositions 68 and 70" committee, joined the Governor and other local government representatives on stage at the press conference Tuesday, October 19. CSDA decided on this "No" position because Propositions 68 and 70 are of special importance to special districts, as they do not require casino operators to negotiate with local governments, and contain no provisions to provide money to mitigate the impacts casinos would have on nearby local government services such as road maintenance, fire protection and police protection, among others.

CSDA will continue to engage in all public policy activities that impact local government and continue to be the voice for special districts on these propositions and others. To find out more about this and other ballot issues, visit www.smartvoter.org, a service provided by the League of Women Voters.

Richman to introduce local pension plan reform proposal

In efforts to reform state and local pension plans to look more like defined contribution plans that are offered by most private employers, Assembly Member Keith Richman (R-Northridge), Assistant Republican Leader, is preparing to introduce a constitutional amendment on December 6. The goal of this amendment would be to allow for enhancements in the pension plans of safety employees, special district employees, state employees and local government employees.

According to Richman, this plan would protect current and future taxpayers, align public sector benefits with private sector benefits, help stabilize budgets, and recognize the special requirements of peace officers and firefighters. CSDA will be monitoring this issue closely, as it looks to make major changes to special district finances and employee and/or board benefits. The issue is a hot topic, in part due to the City of San Diego's current pension crisis, so this is definitely an item to keep your eye on in this coming year.

CSDA plans poll to kick off joint communication campaign

CSDA is adding a new element to our public education effort. The boards of CSDA and the Association of California Water Agencies (ACWA) adopted a joint plan this year that will effectively improve the public's knowledge and perception of special districts' important role in providing critical government services to families and communities throughout California. CSDA and ACWA have been working with Charlton Research Company, as well as Eckery Associates and KDS Communications, who provided communications advice to CSDA during the State budget negotiations this year, to devise a poll.

The purpose of the poll is to better understand Californians' views of special districts, and to figure out what messages resonate with people in the State. The information we gain from this poll will help us determine what messages we should use to further increase the stature and perception of special districts not just in the Capitol, but throughout the State. The communication campaign will be shared with other special district associations to ensure a shared message in all of our outreach efforts. We would like to extend a special thanks to those districts that have contributed to the outreach campaign. If your district has not contributed and would like to, please contact Geoffrey Neill at CSDA for more information (877/924-CSDA or gneill@csda.net).

Community Services District enabling code rewrite scheduled

The Senate Local Government Committee staff, headed by Peter Detwiler, is preparing to do a rewrite/streamlining of the Community Services District enabling code (Government Code Sections 61000 et seq.). This process will be similar to the recent rewriting of other special district code sections, including the public cemetery, fire protection, and mosquito and vector control enabling codes. The intent of the rewrite is not to implement policy decisions, but to achieve a consensus bill that streamlines, clarifies and updates the code section, which has been cobbled together over the years with numerous special exceptions. CSDA's Executive Director Catherine Smith, Legislative Advocate Ralph Heim and Public Affairs Specialist Geoffrey Neill will be taking an active role in the development of the new code, and have provided many suggestions to Peter as to possible committee members. The working groups for the previous rewrites have on the whole been pleased with the process and the results, and we are looking forward to modernizing other districts' code sections in the future.

SDLF Ethics Curriculum

In response to the legislation drafted by State Senator Debra Ortiz (D-Sacramento), CSDA has been working closely with the Special District Leadership Foundation (SDLF) on an ethics awareness program. SDLF is a collaborative effort of eight statewide special district organizations that will be considering various opportunities to increase special district accountability and visibility. Although the Ortiz legislation was defeated in committee this year, CSDA hopes to use the CSDA Governance Academy and SDLF's efforts as a preventative and proactive measure for future legislative endeavors.

California Performance Review

September 20 was the final hearing date for the California Performance Review (CPR). The California Performance Review contains four volumes of recommendations to reorganize the state government. The purpose of the California Performance Review is to drastically change the state government structure by streamlining operations to improve accountability and productivity. Overall, the California performance review contains 279 government issues with over 1,200 recommendations that supposedly have the potential to save the state \$32 billion in five years. Certain aspects of the proposals have recently come under fire from diverse places, including some of those who were on the CPR Committee. The plan contains several proposals that have the potential to seriously affect special districts and the services they provide. CSDA will continue to review various recommendations made in the proposal, and will ensure that those responsible for making the final decisions are aware of the benefits and potential damages to local service providers. For more information about the report, visit <http://www.report.cpr.ca.gov/>.

The California Infrastructure Coalition

CSDA is an active member on the Board of the California Infrastructure Coalition (CIC) (previously called the California Rebuild America Coalition, or CalRAC), which is a non-profit, broad-based

organization whose mission is to build support for dedicated and consistent sources of funding sufficient to sustain California's vital infrastructure facilities and systems. In addition to CSDA, CIC's is composed of other statewide associations, such as the League of California Cities and the California State Association of Counties; several local governments, such as the City of Sacramento and Orange County Sanitation District; and various infrastructure professionals, like Willdan and RBF Consulting.

As California continues the trend away from big statewide infrastructure projects towards more local projects, CIC has taken an active support role on local ballot issues having to do with infrastructure. This trend also emphasizes the importance of CSDA and individual special districts getting involved with infrastructure issues on a local level, as it becomes increasingly clear that the State has no financial capacity to deal with our rapidly deteriorating facilities and systems. For more information, please visit CIC's website, <http://www.calinfrastructure.org>.

Questions, comments welcome

If you have any questions, suggestions or other comments about these issues, or any of the other things CSDA does, we would love to hear from you. You can reach us either by calling our toll free phone number, 877/924-CSDA (2732), or by emailing Geoffrey Neill at gneill@csda.net.


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

If you or anyone else at your agency would like to receive these updates by email, or if you would like to stop receiving these updates altogether, let us know by calling toll free 877/924-CSDA or by emailing gneill@csda.net. You can find old Legislative Updates in the "Members Only" section of www.csda.net. If you don't know your agency's username and password for the "Members Only" section, contact David Fawson at davidf@csda.net or call our toll free number.

CSDA keeping special districts informed!

1112 I Street, Suite 200 * Sacramento, CA 95814
(916) 442-7887 * (916) 442-7889 fax
(877) 924-CSDA * www.csda.net

TO: Elizabeth Minter, Library Director

FROM: Jim Roberts, Public Services Manager/Literacy Coordinator 


DATE: November 22, 2004

SUBJECT: **Status of Placentia Library Literacy Services (PLLS) Partnerships with the Community.**

Provided below is a list of active PLLS partnerships/coalitions in the community. Those with an asterisk (*) are pending and have not yet begun.

- ♦ Placentia Rotary Reading Enrichment Program (PRREP) is a coalition of the Placentia/Yorba Linda Unified School District, Placentia Rotary and the PLLS. Last school year, we had over 100 high school tutors participating in PRREP.
- ♦ Spanish Literacy is a coalition with Placentia Human Services, Placentia Head Start, and the Library and offers Spanish literacy classes at Ruby Drive.
- ♦ Federal Work Study (FWS) is a partnership between Western State University College of Law, Cal State Fullerton and the Library where qualified FWS students work part-time at the Library, primarily tutoring children. PLLS presently has more than 30 FWS staff. Cal State Fullerton and PLLS have two partnerships: 1. the Department of Human Services Intern Program, and 2. Service Learning.
- ♦ Fullerton College has a Service Learning partnership where several instructors require 10-20 hours of community service. PLLS is a participating agency.
- ♦ *EVEN START* collaboration with Ruby Drive Elementary School began in FY 2003-04 and will continue this FY.
- ♦ Last year, PLLS had its first two interns from Troy Tech. We hope this is the beginning of many interns coming to the Library from Troy High School.
- ♦ *PLLS is also listed as a participating agency for interns with Valencia High School's Val Tech and International Baccalaureate (IB) programs, and we are eligible this school year, 2004-05. Our first IB intern started in November.
- ♦ *The Women's Transitional Learning Center (WTLC) in Fullerton has asked PLLS to start an ESL class at their center. We did testing there on November 10 and we will now assess starting a literacy program there.
- ♦ *We tested 14 employees at Vita-Herb Nutraceuticals, Inc., a company in Placentia, on November 10. We are now assessing class levels.

TO: Elizabeth D. Minter, Library Director

FROM: Jim Roberts, Public Services Manager 

DATE: November 22, 2004

SUBJECT: Grant Status

Source	Date Submitted		Submitted By	ELLI	FFL	Adult Literacy		Spanish Literacy		Children's Room		History Room	Other
	Submitted					Literacy		Literacy		Literacy			
Mervyn's	05/06/04		PLLS		5,000								
Target	05/06/04		PLLS		5,000								
VERIZON	05/13/04		PLLS	25,000									
Mighty Ducks Care	05/13/04		PLLS	25,000									
Wells Fargo	05/04/04		PLLS						1,000				
CLLS *	06/08/04		PLLS			21,000							
Barbara Bush Foundation	09/01/04		M & A**			\$60,000							
George Hoag Family Foundation	09/27/04		M & A**	10,000									
Estimated*													
Machoskie & Ass.**													
TOTAL PENDING					\$60,000	\$10,000	\$81,000	1,000					

Source	Amount	Date Submitted		Submitted By	ELLI	FFL	Adult Literacy		Spanish Literacy		History Room
		Submitted					Literacy		Literacy		
Grants Received											
CLLS	\$30,000	06/08/04		PLLS	X		X			X	
CLLS	\$29,191	06/08/04		PLLS						X	

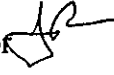
Target \$2,000 05/04/04 PLLS X
TOTAL \$61,191

Source	Amount	Date Submitted	Submitted By	ELLI	FFL	Adult Literacy		Spanish Literacy		History Room		Other

TOTAL DENIED/WITHDRAWN

Disneyland Resorts CSA \$3,500 06/17/04 PLLS X

TO: Elizabeth Minter, Library Director

FROM: Jim Roberts, Public Services Manager/Literacy Coordinator 

DATE: November 22, 2004

SUBJECT: Poet Laureate.


The Program Committee met with Meredith Laskow, Poet Laureate of the Placentia Library District, on November 3.

The Library's Program Committee and Ms. Laskow brainstormed poetry programming for the upcoming school year. We plan to continue to outreach at local senior centers, and plan a possible event during National Poetry Month in April 2005. Other programming ideas that emerged were: poetry and translation; make friends with poetry; and adult poetry workshops.



PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees

FROM: Elizabeth D. Minter, Library Director 

SUBJECT: Certification to Receive Funds from the Public Library Fund, 2004-2005, submitted to the State Library of California on October 15, 2003.

DATE: November 22, 2004

BACKGROUND:

Each year the District is required by Education Code Section 18025 to submit a certification of eligibility by for an allocation from the Public Library Fund. The certifications must be submitted by December 1.

Attachment A is the District's application for Fiscal Year 2004-2005. It was mailed to the State Library on November 15, 2004.

Attachment B is the worksheet showing the calculations used to certify the application.

The Education Code establishes the maintenance of effort requirements for eligibility to receive PLF funds at 100% of the amount appropriated in the prior fiscal year.

Placentia Library District is scheduled to receive \$21,146 (40¢ per capita) for Fiscal Year 2004-2005. The allocation, if PLF had been fully funded, would have been approximately \$126,456 (\$2.38 per capita).

RECOMMENDATION:

Receive and File

ANNUAL CERTIFICATION: PUBLIC LIBRARY FUND

California State Education Code Part II

Chapter 1.5, Section 18010 et seq.

Fiscal Year 2004-05

FILING DATE: December 1, 2004

Placentia Library District


1. Library jurisdiction. _____
2. Locally appropriated revenue. "18023. On or before August 31, 1982, and October 31 of each fiscal year thereafter, the fiscal officer of each public library shall report to the State Librarian the total revenue appropriated for the foundation program of the public library for that fiscal year and shall specify the amount of local revenue included in such total appropriation. For the purposes of this chapter, homeowner and business inventory exemption reimbursements, timber yield tax funds, and federal revenue sharing funds shall be deemed to be local revenues." Library jurisdiction's report to the State Librarian, will be transmitted to the Controller and constitute compliance with this provision of the Act; no separate report need be made to the Controller. Chapter 208, Statutes of 2004 item 6120-221-0001, Provision 1, "Notwithstanding any other provision of the law, for the 2004-05 fiscal year, the date on or before which the fiscal officer of each public library shall report to the State Librarian the information specified in Section 18023 of the Education code shall be December 1, 2004."
3. The library jurisdiction is responsible for compliance with Sec. 18023 of the Act. No subsequent filing date for corrections or revisions will be allowed.
4. Elements that may be included as local revenue are:
 - Local appropriation or allocation by jurisdiction to the library
 - Homeowner and business inventory exemption reimbursements for the state
 - Contract payment from another jurisdiction for which the library provides services
 - Federal revenue sharing funds for operations, not capital outlay; block grants (CDBG)
 - Amount for facility and small equipment maintenance and administration (whether or not included in library allocation)
 - Fines, fees, gifts, other local income not included above
5. Elements that may not be included as local revenue are:
 - California Library Services Act (CLSA) funds
 - Public Library Fund Act (PLF) funds
 - Library Services and Technology Act (LSTA)
 - Library of California Act (LoC) funds
 - Appropriation or allocation for major capital improvements (see definition, Sec: 18015(b), p.2 below)

6. Certification. Complete both entries.	<u>FY 2003-04</u>	<u>FY 2004-05</u>
Local revenue appropriated (see paragraph 4 above)	<u>2,025,878</u>	<u>2,342,626</u>

100% maintenance of effort has been authorized for the 2004-05 year.

If your library jurisdiction fails to meet the 100% maintenance of effort requirement, please see the waiver provisions and forms included in this mailing.

I hereby certify under penalty of perjury that I am the duly authorized officer of the claimant the data provided is all true, correct and in accordance with law and that payment has not received for fiscal year 2004-05.

Signature of Fiscal Officer:  Date November 16, 2004

Print Name and Title: Elizabeth D. Minter, Library Director Telephone 714-528-1925 x 203

Address: 411 E. Chapman Avenue
Placentia CA 92870

MAIL TO: PUBLIC LIBRARY FUND
California State Library
ATTN: Budget Office
P.O. Box 942837
Sacramento, CA 94237-0001

FOR FEDERAL EXPRESS/HAND DELIVERY: 1029 J Street, Suite 400, Sacramento, CA 95814. See Attachment B for postal information.

NOTE: Due to the strict guideline of the December 1 submission date, it is very important to prepare all correspondence and mailing labels with the address above. Failure to do so may jeopardize the timely receipt of your certification form by the State Library Budget Office.

PUBLIC LIBRARY FINANCE
(Education Code, Title 1, Division 1, Part 11, Chapter 1.5)

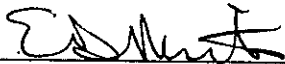
ARTICLE 2. DEFINITIONS

Section 18015. Definitions.

As used in this chapter:

- a) "Public library" means a library, or two or more libraries, operated as a single entity by one or more public jurisdictions and which serve the general public without distinction.
- b) "Foundation program" means those elements of library service, which are basic to its function as a provider of information, education, and cultural enrichment to all segments of the community, including, but not limited to, collection development and maintenance, lending services, information services, facility maintenance, and administration. The foundation program shall not include major capital improvements, which, for purposes of this chapter, shall be defined as the purchase of real property, the construction or improvement of buildings, and the purchase of equipment and the payment of fees or other costs in connection with the same.
- (c) "Fiscal officer" means, for a municipal library, the chief fiscal officer of the municipality; for a county library or a library district under the jurisdiction of the county board of supervisors, the chief fiscal officer of the county; and for an independent library district, the chief librarian of the district. In the case of a public library which provides foundation program service by contract to one or more jurisdictions in addition to the jurisdiction or jurisdictions with which it is affiliated, the chief fiscal officer of the jurisdiction with which it is primarily affiliated shall be deemed the fiscal officer for the public library for the purposes of this chapter.

**RETURN THIS FORM WITH THE ANNUAL CERTIFICATION
AND WAIVER FORMS BY DECEMBER 1, 2004**

CALIFORNIA STATE LIBRARY Public Library Fund Act Signature Authorization Form	
The following individual(s) have signature authority for Certification of the Public Library Fund (see definitions of the law below)	
LIBRARY JURISDICTION:	<u>Placentia Library District</u>
NAME:	<u>Elizabeth D. Minter</u>
TITLE:	<u>Library Director</u>
SIGNATURE:	
TELEPHONE:	<u>714-528-1925 x.203</u> Email: <u>eminter@placentialibrary.org</u>
ADDRESS:	<u>411 E. Chapman Avenue</u> <u>Placentia CA 92870</u>

**PUBLIC LIBRARY FINANCE
(Education Code, Title 1, Division 1, Part 11, Chapter 1.5)**

ARTICLE 2. DEFINITIONS

(c) "Fiscal officer" means, for a municipal library, the chief fiscal officer of the municipality; for a county library or a library district under the jurisdiction of the county board of supervisors, the chief fiscal officer of the county; and for an independent library district, the chief librarian of the district. In the case of a public library which provides foundation program service by contract to one or more jurisdictions in addition to the jurisdiction or jurisdictions with which it is affiliated, the chief fiscal officer of the jurisdiction with which it is primarily affiliated shall be deemed the fiscal officer for the public library for the purposes of this chapter.

**Mail To: PUBLIC LIBRARY FUND
California State Library
P.O. Box 942837
Sacramento, CA 94237-0001
ATTN: Budget Office**

**NOTE: for FEDERAL EXPRESS/HAND DELIVERY use: 1029 J Street, Suite 400,
Sacramento, CA 95814**



Placentia Library District
 Public Library Fund Worksheet

	FY94-95	FY95-96	FY96-97	FY97-98	FY98-99	FY99-00	FY00-01	FY01-02	FY02-03	FY03-04	FY04-05
Total Adopted Appropriation Budget			1,003,500	1,110,696	1,408,736	1,449,344	1,606,599	1,840,847	1,911,312	2,077,878	2,431,890
State Funds			70,500	65,000	110,900	105,250	163,450	209,826	146,200	52,000	89,264
TOTAL ELIGIBLE	936,250	929,000	933,000	1,045,696	1,297,836	1,344,094	1,443,149	1,631,021	1,765,112	2,025,878	2,342,626
Funds included in calculation	707	707	all funds	all funds	all funds	707+702	707	707	707	707	707

1 **RESOLUTIONS**

2 President Kallenberg introduced "Library of California Resolution 2003-07" to honor
3 Elizabeth E. Gibson for her distinguished leadership contributions to the library profession, to
4 libraries, and to the people of California.

5 *It was moved, seconded (Lowenthal/Maghsoudi) and carried unanimously that the*
6 *Library of California Board adopts "Library of California Board Resolution 2003-*
7 *07" for Liz Gibson on the occasion of her retirement. (See Attachment A)*

8
9 **ADOPTION OF THE CONSENT CALENDAR**

10 *It was moved, seconded (Lowenthal/Fong) and carried unanimously that the*
11 *Library of California Board approves the Consent Calendar included with this*
12 *agenda of October 16, 2003, as amended.*

13
14 **Resource Sharing Committee**

15 *By consent, the Library of California Board approves the System Population and*
16 *Membership figures for use in the allocation of CLSA System Reference Program*
17 *funds for the fiscal year 2003/04.*

18
19 *By consent, the Library of California Board approves the use of 2003/04 allocated*
20 *SAB Program funds, where available within each approved SAB budget, and where*
21 *requested, to reimburse one SAB member from each System for expenses incurred*
22 *in attending the November 2003 California Library Association conference to be*
23 *held in Ontario.*

24
25 *By consent, the Library of California Board recognizes the Fullerton Public*
26 *Library withdrawal from the Santiago Library System and that the resultant*
27 *change in the System population and membership figures be made effective July 1,*
28 *2003.*

29
30 *By consent, the Library of California Board approves the allocation of 2003/04*
31 *funds for payment of CLSA Statewide Data Base annual subsidies in the amounts*
32 *of \$69, \$550, \$800 and \$5,500, and instruct its Chief Executive Officer to invite*
33 *claims for such payments.*

34
35 *By consent, the Library of California Board approves the allocation of any 2003/04*
36 *CLSA Statewide Data Base funds not required for payment of annual subsidies, for*
37 *competitive grants up to \$7,500 each to individual public libraries for Z39.50 server*
38 *software acquisition and installation; and that the Board instruct its Chief*
39 *Executive Officer to invite applications for such grants.*

1 *By consent, the Library of California Board approves the request for network*
2 *affiliation for the member listed in Table A, with member services to begin*
3 *immediately. (See Attachment B)*

4
5 **Budget and Planning Committee**

6
7 *By consent, the Library of California Board adopts the 2003/04 CLSA Budget as*
8 *displayed in the chart entitled "Recommended 2003/04 CLSA Baseline Budget by*
9 *Program" and that the aforementioned chart be included in the minutes of this*
10 *meeting and that no other actions with respect to the 2003/04 CLSA Local*
11 *Assistance Budget be taken at this time. (See Attachment C)*

12
13 **REPORTS TO THE BOARD**

14 **Board President's Report**

15 President Kallenberg reported that letters concerning the State Library budget had recently
16 been sent to Governor Davis, as well as national and state legislative officials. President
17 Kallenberg stated that Board Officers have been communicating via conference calls to stay
18 informed of the budget situation, including LSTA funding issues.

19 President Kallenberg announced that the LoC Board was unable to successfully change the
20 language in the literacy statute, which would have incorporated the Board's continued role in
21 literacy services.

22 President Kallenberg appreciates the willingness of members to serve as chair of committees
23 and members of committees. He stated that if the Board had any changes to make in the
24 committee structure for next year that they inform the new officers.

25 A lengthy discussion ensued regarding the number of Board meetings to be held in calendar
26 year 2004. All Board Members were in agreement that there needs to be more communication
27 with each other, either by conducting more Board meetings per year, or holding committee
28 meetings between Board meetings to keep abreast of changes and critical issues.

1 **Board Vice-President's Report**

2 Vice President Gaines reported on his participation in regular conference calls with officers
3 and staff to discuss issues for Board consideration. Vice President Gaines added that he has
4 contacted a number of his local legislators to discuss issues of the LoC and resource sharing. He
5 also commended the State Library on the outstanding job they are doing on the Office of Library
6 Construction's Bond Act of 2000 (Proposition 14).

7 **Chief Executive Officer's Report**

8 Dr. Starr reported on the progress of the \$128 million *California Cultural and Historical*
9 *Endowment*, which was developed to administer Proposition 40 funds. Dr. Starr indicated that
10 overall, the State Library has suffered a 38% loss in support over the last two years and is
11 currently working with the Department of Finance to submit plans for another 20% reduction for
12 the next fiscal year, which will bring the total budget reduction to 58%. Dr. Starr further stated
13 that the State Library has started to work with the Governor-Elect's transition team and a direct
14 connection has been established with the State Library's California Research Bureau.

15 In response to a question by Member Levitin, a lengthy discussion occurred on Board
16 member term of office.

17 **Director's Update**

18 Dr. Paque reported that the State Library has gone through a major revision of assignments in
19 the Library Development Services Bureau because of the continuing state hiring freeze. Dr.
20 Paque noted that the CLSA and LoC Act were included as information in the Board packet
21 because both acts were revised because of the budget. The LoC Act includes the addition of
22 Section 18866 that says the LoC will be funded when there is money appropriated. She stated
23 that it keeps the LoC Act intact, without funds appropriated. The CLSA has been amended to
24 reflect the elimination of the adult literacy services and family literacy services in the statute.

1 There is an additional article, chaptered as 4.6 that relates to literacy, which was not included in
2 the Board packet because it is no longer under the purview of the Board.

3 Dr. Paque continued her report by referencing a document in the Board packet entitled
4 "*Update on program development and fiscal health of each system/network,*" which summarizes
5 information submitted by the CLSA systems and LoC regions.

6 Dr. Paque responded to a question from Member Steinhauser on the number of staff currently
7 assigned to work on the LoC and CLSA programs. Dr. Paque indicated that including herself,
8 Sandy Habbestad is primarily working on CLSA, Ira Bray and Rushton Brandis are working on
9 technology elements, and Stacy Caves is working with LoC providing clerical support.

10 **Election of Board Officers for 2004**

11 Member Kallenberg stated that the Nominating Committee appointed for the election of
12 Board officers for 2004 was Member Kastanis and Member Fong.

13 Member Kastanis, Chair of the Nominating Committee, reported that two names have been
14 submitted for nominations—Fred Gaines for President and Sally Tuttle for Vice-President.

15 *It was moved, seconded (Maghsoudi/Levitin) and carried unanimously that the*
16 *Library of California Board elect Fred Gaines as President of the Library of*
17 *California Board for the year 2004.*

18
19 *It was moved, seconded (Kastanis/Levitin) and carried unanimously that the*
20 *Library of California Board elect Sally Tuttle as Vice-President of the Library of*
21 *California Board for the year 2004.*

22
23 President Kallenberg noted that this was the first time that both officers of the Board have
24 been appointees of the legislative branch.

25 **Board Meeting Schedule**

26 A lengthy discussion ensued regarding upcoming Board meeting dates, locations, and
27 frequency thereof. Dr. Paque indicated that the State Library has received instruction stating that
28 advisory committees are allowed to schedule only one meeting per year—information that came

1 directly from a budget letter to the State Library. Also, a guideline was passed down from
2 Cameron Robertson, Deputy State Librarian, that the legislature has considered the possibility of
3 limiting the number of meetings of policy bodies to one per year, unless extenuating
4 circumstances require additional meetings.

5 Staff looked at the number of actions the Board needed to take annually and suggested that
6 there be a minimum of two meetings per year. Dr. Paque stated that one of the major concerns
7 was the amount of staff time needed to put the support materials together, even for a one-day
8 meeting, and the travel cost to bring Board members together. A suggestion was made to explore
9 new methods to disseminate materials to the Board, possibly electronically, prior to the meeting.

10 Discussion occurred as to what part of the year to hold meetings of the Board. President
11 Kallenberg concluded that one meeting needs to be in the fall and another in February, after the
12 release of the Governor's proposed budget. On a request from Member Gaines, staff will look
13 into the cost and issues related to holding committee meetings by conference call between
14 regularly scheduled business meetings. President Kallenberg reminded staff to also look into
15 scheduling meetings around political conventions and religious holidays so that they don't
16 conflict with members' schedules.

17 **Legislative Committee Report**

18 Legislative Committee Chair Susan Steinhauser reported on the following:

19 State legislative issues:

20 Member Steinhauser reported that CLSA money is in the budget at roughly \$15.2 million
21 and PLF is roughly \$12.1 million. Assembly Member Fran Pavley carried a tax check-off
22 bill which did not get out of committee. Deborah Bowen carried a bill that entitled
23 community-based organizations to a percentage of the teleconnect fund under the CPUC,
24 which schools and libraries are only entitled to use. AB 1095 was carried by State Assembly

1 Member Ellen Corbett. This bill would put a task force in place to investigate alternative
2 funding for law libraries. It is a self-funded bill and the members of that commission will
3 fund the cost. Member Steinhauser stated that the major issue before the Library of
4 California Board is how to proceed on the library literacy issue, and whether or not the Board
5 wants to go forth to resume jurisdiction over literacy.

6 Federal legislative issues:

7 Member Steinhauser stated that "ALA Washington Newslines" reported that the LSTA
8 was reauthorized. The baseline amounts for states have been doubled, noting that California
9 needs a larger amount of funding for its allocation to jump from \$16 million to \$19 million.
10 Member Steinhauser thanked Member Lowenthal for making LSTA her cause on behalf of
11 the Board by contacting California Members of Congress and pushing it forth. Member
12 Steinhauser suggested that Board members who may have contacts working with individual
13 legislators to let them know how critical it is that LSTA be authorized at \$232 million.

14 Legislative strategies:

15 Member Steinhauser stated that the committee agreed that the following strategies would
16 be pursued for this year:

- 17 • Participation in the *Day in the District*. Diana Paque, working as CLA Legislative
18 Committee liaison, will provide materials, "talking points," on CLSA, LSTA, PLF and
19 the State Library. The *Day in the Capitol*, also known as *CLA Legislative Day*, is
20 scheduled for May 2004. Board members that are able to participate are encouraged to do
21 so.
- 22 • Continuing the Legislative Champions project. The list of Legislative Champions
23 to-date includes Senator Dede Alpert, Assembly Members Joe Nation and Fran Pavley.

1 Steinhauser encouraged members to submit suggestions to her and Dr. Paque on names of
2 legislators to speak and share their vision for resource sharing in libraries.

3 • Updating the annual Legislative Contact survey, asking that Board members list
4 their assembly members and state senator, as well as congress member and any other
5 federal, state, or local officials. In addition, Steinhauser asked members to list any friends
6 of Governor-Elect Schwarzenegger, so that if needed, members may be called upon when
7 there is targeted input that is needed. Member Steinhauser referred to the list of the
8 Governor's Transition Team members stating that if any of the Board members and
9 audience knows individuals on the Transition Team, to remind them the importance of
10 libraries, resource sharing, Library of California, and LSTA.

11 • Encouraging Board members and members of the audience to work with contacts in
12 their library community to get success stories about resource sharing to include in the
13 packets of information, either for budgeting purposes or for *Day in the District*.

14 • Member Kallenberg agreed to prepare an article for distribution to dispel the myth
15 that the LoC is defunct. Member Kastanis offered her assistance in getting the article into
16 California School Libraries Association (CSLA) meeting materials.

17 • Member Steinhauser referred to the sample letter to Assembly members and
18 Senators on how state CLSA and LoC funds were distributed in districts.

19 ACTION ITEMS/UPDATES

20 President Kallenberg reported that the first item for consideration is the CLSA loan
21 reimbursement rates for 2003/04. He called on Resource Sharing Committee Chair Fong to
22 present the following motions:

23 *It was moved by the Resource Sharing Committee (Fong) and carried unanimously*
24 *that the Library of California Board adopts, subject to the concurrence of the State*
25 *Department of Finance, reimbursement rates for the 2003/04 fiscal year as follows:*

1 *for CLSA interlibrary loans, a reimbursement rate of \$4.91 per eligible transaction;*
2 *for CLSA direct loans, a reimbursement rate of \$.84 per eligible transaction; and*
3 *that the Chief Executive Officer inform all participants of the 2003/04*
4 *reimbursement rates as soon as Department of Finance concurrence is obtained.*

5
6 *It was moved by the Resource Sharing Committee (Fong) and carried unanimously*
7 *that the Library of California Board directs its Chief Executive Officer to withhold*
8 *40% of all CLSA ILL and Direct Loan Program reimbursement payments*
9 *throughout the 2003/04 fiscal year and that, after determining the full State cost of*
10 *the ILL and Direct Loan programs for 2003/04, direct its CEO to pay the full*
11 *amount remaining due to each participating library if sufficient funds remain in*
12 *the 2003/04 CLSA ILL and Direct Loan Program appropriation, or to prorate the*
13 *final payment equitably if insufficient funds remain in the 2003/04 CLSA ILL and*
14 *Direct Loan Program appropriation.*

15
16 President Kallenberg called on Budget and Planning Committee Chair Fred Gaines to present
17 the following motion:

18 *It was moved by the Budget and Planning Committee (Gaines) and carried*
19 *unanimously that the Library of California Board approves the System Plans of*
20 *Service for each of the 15 CLSA Cooperative Library Systems submitted for fiscal*
21 *year 2003/04.*

22
23 President Kallenberg then called on Member Gaines to report on the issues addressed from
24 the Budget and Planning Session and to give the Budget and Planning Committee report.

25 **Budget and Planning Committee Report**

26 Member Gaines, Chair of the Budget and Planning Committee, reported on the issues related
27 to LoC and the administrative, political and financial situation that is currently in place. He
28 voiced his concern to keep the LoC moving towards transition during this time of no state
29 funding.

30 Member Gaines introduced a motion to support the restoration of funding for the LoC
31 program. The motion would allow the State Librarian, staff, Board Legislative Committee
32 members and others to have Board approval to talk to legislative members about restoring
33 funding in one way or another. It could be program-wide or for specific program elements.

34 Member Gaines asked if there were ways in which the Board could do things on a "shoestring"

1 budget, like hold meetings or have a session at the annual CLA conference to talk about resource
2 sharing and discuss the programs that are outstanding and worthy of expansion. Member Gaines
3 moved the following motion:

4 *It was moved, seconded (Gaines/Lin) and carried unanimously that the Library of*
5 *California Board support the restoration of funding for the Library of California.*
6

7 Dr. Paque responded to a question from Dr. Starr that the process for getting the LoC funds
8 restored can be accomplished two ways as Cameron Robertson indicated at the previous day's
9 meeting: 1) by going through the budgetary process with a BCP; or 2) to use the motion as a
10 mechanism for going through the political process and approaching legislators with a statement
11 from the Board that is on record supporting funding for LoC. Paque stated that Robertson felt
12 that the political process is one in which the Board would get more notice.

13 Dr. Starr stated that the Board should take satisfaction in the fact that the Library of
14 California was not disestablished, unlike some other state entities that were sunsetted. He further
15 stated that individuals in the Governor's Office, the Legislature, and the Department of Finance
16 still use the term Library of California. Dr. Starr stated that the LoC entity is not "dead" and the
17 motion can be used as a point of argument for not being put out of business. Secondly, Dr. Starr
18 stated that we need to brand as many Library of California programs as possible. Dr. Starr
19 responded to Member Kastanis's question on whether the motion was needed, by stating that the
20 motion is needed and that it shows "attitude," saying we want the funding restored.

21 As the Board looked at planning, many suggestions were made as where to raise interest with
22 the LoC, one being the CLA conference and other statewide conferences to share information.

23 **Resource Sharing Committee Report**

24 Committee Chair Victoria Fong reported that the Resource Sharing Committee is a new
25 committee that is a combination of the former Access and Support Services Committees.

1 Member Fong stated that Committee Members will be working on a mission statement for this
2 committee.

3 Member Fong stated that Rush Brandis, Library Development Service, reported on Phase I,
4 the design phase, of the Interlibrary Loan and Direct Loan cost study. A concern the committee
5 had regarding the report entitled, *Introduction and Overview to the California Cost Finding*
6 *Manual* and the draft of the *California Cost Finding Manual*, was the apparent lack of the cost
7 finding method for the electronic loans in the report. Fong stated that the committee would like
8 to see more on the various types of libraries in the cost study report, which seemed to focus more
9 on public libraries. Staff will work with the consultant group, who was contracted to do Phase I
10 of the study, and report back to the Board at its next meeting.

11 Member Fong stated that there was discussion in committee regarding a concern that the
12 withdrawal of Fullerton Public Library from System membership may become a trend in
13 libraries because of the threat of the TBR budget being reduced in the state budget and libraries
14 opting to charging fees to non-resident borrowers.

15 Member Fong stated that the Board is continuing to accept LoC membership applications to
16 Regional Library Networks as long as the Region is able to provide the services.

17 **PUBLIC COMMENT**

18 Gerry Maginnity, System Coordinator, Mountain Valley Library System (MVLS),
19 commented on the amount of hard work and effort that was put into a regional resource sharing
20 network and now they are faced with its elimination. He explained that the amount of materials
21 being delivered within the system is enormous and they are dealing with the rising cost of these
22 deliveries. He stated that it is CLSA money that gets the deliveries back and forth, and since
23 there is not enough money to handle the entire system, the system members are now contributing
24 from their budgets. He also indicated that the amount used from web-based users could evolve

1 into a new concept of second level reference that was not considered in 1978 when the CLSA
2 was written. Further, he noted, out of 10-15 schools in the Sierra Valley Library Network
3 (SVLN), only two are currently connected. He reported that there is no staff to follow through
4 on the connectivity with the schools. He indicated that starting in 2004, there will be some major
5 studies done within MVLS—via focus groups, brainstorming, and taking another look at the
6 membership formula for fees.

7 Karen Bosch-Cobb, Library Director, Fresno County Public Library, commented on the
8 tremendous population growth in the San Joaquin Valley, which will result in a larger need for
9 services, buildings, and staff. She stated that census data for one of the communities in the San
10 Joaquin Valley indicated that 80% of the population speaks another language other than English.
11 She further reported that a needs assessment survey was sent to 1,000 Fresno County residents
12 over the age of 18, and one of the most pressing items they expressed was the need for additional
13 homework assistance and remote access was extremely important for after-hours homework
14 studies. She pointed out that the 24/7 services are extremely important to their community as
15 well.

16 Vincent Schmidt, Executive Director, Black Gold Cooperative Library System, suggested
17 making a stronger case to communities on why libraries are just as important as the fire fighters,
18 police officers, and other public services.

19 Marian Milling, System Coordinator, North State Cooperative Library System, commented
20 on how Cascade Pacific Library Network is losing school members because the schools are
21 losing their librarians as a result of budget cuts.

1 **BOARD COMMENTS**

2 Member Kastanis commented on LoC funding concerns. She invited audience members to
3 give the Board feedback on what issues they are facing today and how the Board can address
4 specific needs for the future.

5 Member Lin expressed concern regarding the regional resource center attempting to send out
6 resources with there being no receiver on the school library's end. Member Lin stated that she
7 and Member Kastanis will be taking the issue of the importance of school libraries to the
8 Department of Education. She said it's meaningless if we don't serve the younger generation, the
9 children and young adults. She stated that she and Member Kastanis plan on being more active to
10 provide funding for the school libraries so that we have more collaboration and support. She also
11 thanked staff for their continued efforts on the Board materials.

12 Member Fong congratulated the newly elected Board officers, President Fred Gaines and
13 Vice-President Sally Tuttle. She thanked the outgoing President, John Kallenberg for excellent
14 leadership during his term as President, thanked the LDS staff for their continuing hard work,
15 and thanked the audience members for their contribution to the meeting. She reported that the
16 LoC concept is working even though some people may not know about it. Speaking from
17 experience within Belvedere-Tiburon, the library district has always invited the local school
18 librarian to attend their meetings and/or planning sessions; the local school superintendent has
19 also been contacted to attend their foundation meetings. Moreover, she encourages the local
20 School Library Association to reach out to their trustees and let them know the importance of
21 library services to our local communities.

22 Member Levitin expressed appreciation for the impressive work that was done on the Board
23 documentation. She commented on the amazing quality and amount of work that the staff has
24 done for these meetings.

1 Member Maghsoudi thanked the staff for the wonderful job they do. She indicated that the
2 Whittier Public Library has applied for a special grant from a local foundation that will provide a
3 “librarian on loan” program and the librarians are working with six elementary schools thus far.

4 Member Tuttle expressed appreciation to the staff for their work in preparing an excellent
5 meeting. She also thanked outgoing Board President Kallenberg for his work over the year, and
6 she thanked Board members for their support by electing her their Vice President for 2004.

7 Member Gaines was honored to have been elected LoC Board President for year 2004 and
8 will serve in the best interest of the people of California. He indicated that prior to this
9 presidency, he was president of a City Library Commission, a County Library Commission, and
10 now the State Library Commission, which is a great honor to him. He thanked outgoing Board
11 President Kallenberg for his service and indicated that he was looking forward to working with
12 incoming Vice President, Sally Tuttle, as well as the State Library staff and the Library of
13 California Board Members. Member Gaines stated that he felt that the Library of California will
14 survive. He reported that he would like to maintain the committee structure that is in place
15 currently. He invited Board Members to contact him if they are interested in a particular
16 committee or chairing a committee for year 2004.

17 Member Lowenthal thanked staff for their wonderful work, as well as the field for the work
18 they continue to do.

19 President Kallenberg thanked everyone for their support during this difficult year for the LoC
20 Board. He reported that he is involved with local communities, chairing a campaign committee
21 for the *Measure B* renewal. He indicated that he would continue to follow through with
22 assignments he has been given through the end of the 2003 calendar year. He will work with
23 President-Elect Gaines and Vice President-Elect Tuttle during this transition period.

1 Dr. Kevin Starr, CEO, commented on the future of the LoC. He suggested that the public, as
2 free political agents, could also help with the future of the Board.

3 **AGENDA BUILDING**

- 4 1. Planning Issues
- 5 2. LSTA Funding
- 6 3. Alternative Options for Communication
- 7 4. Restoration of the LoC Programs

8

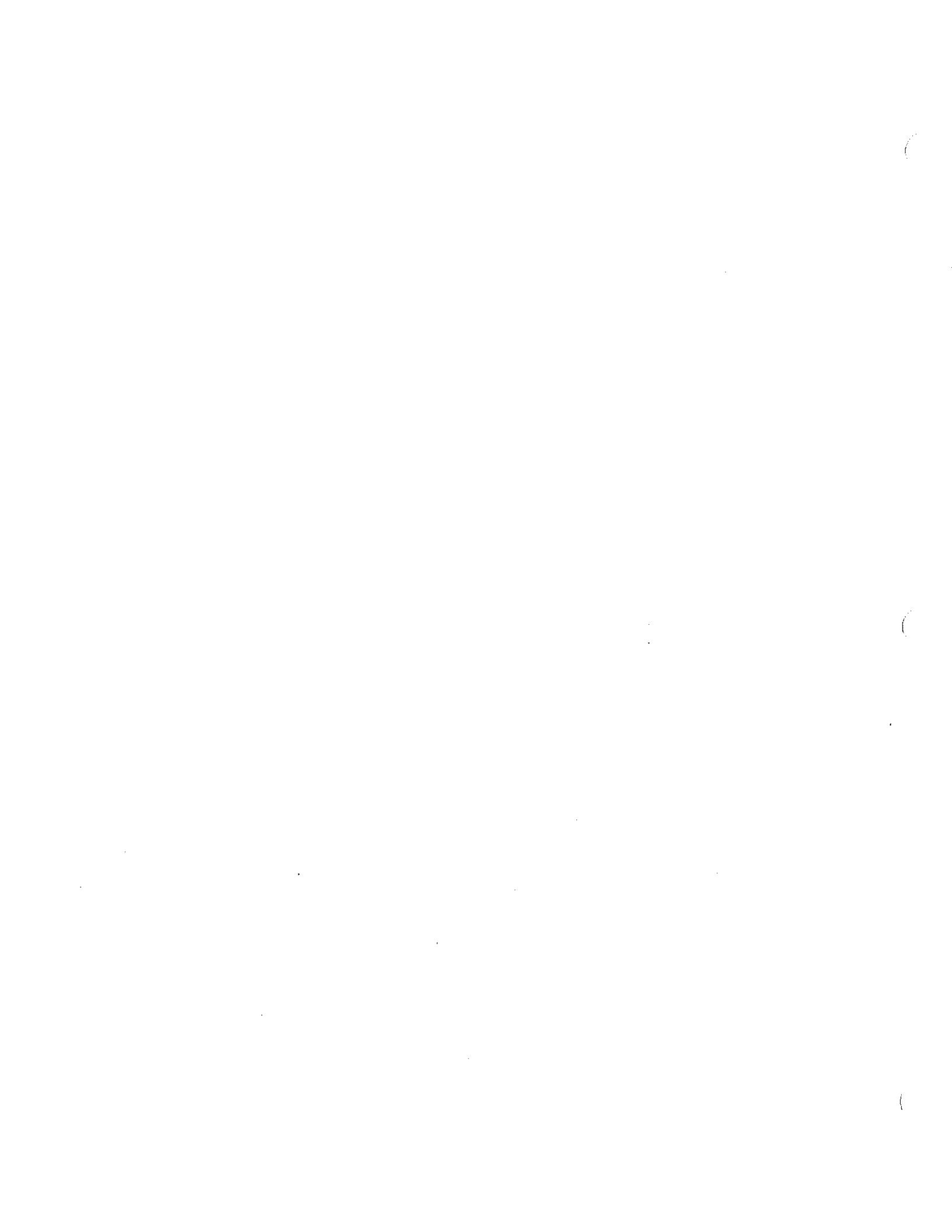
9 **ADJOURNMENT**

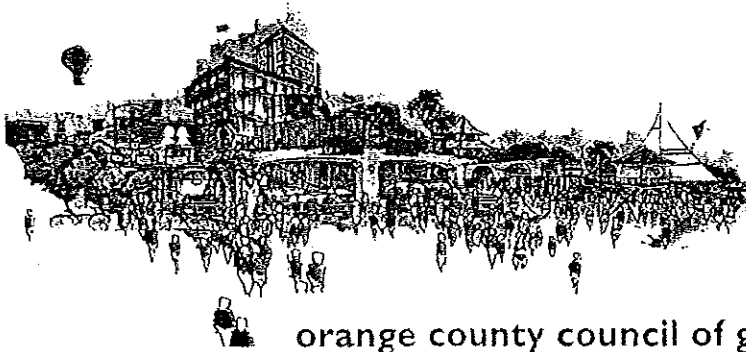
10

11 With there being no further business to come before the Board, President Kallenberg

12 adjourned the meeting at 2:55 p.m. on Thursday, October 16, 2003.

13 ///





orange county council of governments
Regular Meeting of the
BOARD OF DIRECTORS

Meeting Date / Location

Thursday, October 28, 2004
9:00 a.m. – 11:00 a.m.
Orange County Sanitation District
10844 Ellis Avenue
Fountain Valley, California

AGENDA ITEM

STAFF

PAGE

Agenda descriptions are intended to give notice to members of the public by providing a general summary of items of business to be transacted or discussed. The listed Recommended Action represents staff's recommendation. The Board of Directors may take any action which it deems appropriate on the agenda item and is not limited in any way by the recommended action.

PLEDGE OF ALLEGIANCE

I. CALL TO ORDER / ROLL CALL

(Chair Lou Bone)

Lou Bone, Chair, District 17
Richard Dixon, Vice-Chair, District 13
Cathryn DeYoung, District 12
Tod Ridgeway, District 14
Gus Ayers, District 15
Vacant, District 16
Alta Duke, District 18
Richard Chavez, District 19
Marilyn Poe, District 20
Art Brown, District 21
Bev Perry, District 22
Debbie Cook, District 64

Tim Keenan, Cities At-Large
Bill Campbell, County At-Large
Phil Anthony, ISDOC
Peter Herzog, OCD, LOCC
Shirley McCracken, OCSD
Denis Bilodeau, OCTA
Chris Norby, SCAG-County Rep. (*not activated*)
Bill Craycraft, SCAQMD – Cities Representative
Jim Silva, SCAQMD–County Representative
Dave Swerdlin, TCAs
Owen Holmes, University Representative
Al Hollinden, Private Sector

cities
Aliso Viejo
Anaheim
Brea
Buena Park
Costa Mesa
Cypress
Dana Point
Fountain Valley
Fullerton
Garden Grove
Huntington Beach
Irvine
La Habra
La Palma
Laguna Beach
Laguna Hills
Laguna Niguel
Laguna Woods
Lake Forest
Los Alamitos
Mission Viejo
Newport Beach
Orange
Placentia
Rancho Santa Margarita
San Clemente
San Juan Capistrano
Santa Ana
Seal Beach
Stanton
Tustin
Villa Park
Westminster
Yorba Linda

County of Orange

agencies
Costa Mesa Sanitary District
East Orange Water District
El Toro Water District
Emerald Bay Service District
Irvine Ranch Water District
Mesa Consolidated Water District
Moulton Niguel Water District
OC Fire Authority
OC Sanitation District
OC Transportation Authority
OC Water District
Placentia Library District
Rossmoor/Los Alamitos Area Sewer District
Serrano Water District
Silverado-Modjeska Parks & Recreation District
South Coast Water District
Trabuco Canyon Water District
Transportation Corridor Agencies

II. PUBLIC COMMENTS

At this time members of the public may address the Board of Directors regarding any items within the subject matter jurisdiction of the Board of Directors which are not separately listed on this agenda. Members of the public will have an opportunity to speak on agenda items at the time the item is called for discussion. NO action may be taken on items not listed on the agenda unless authorized by law. Comments shall be limited to three minutes per person and an overall time limit of twenty minutes for the Public Comments portion of the agenda.

Any person wishing to address the Board on any matter, whether or not it appears on this agenda, is requested to complete a "Request to Speak" form available at the door. The completed form is to be submitted to the Clerk of the Board prior to an individual being heard. Whenever possible, lengthy testimony should be presented to the Board of Directors in writing and only pertinent points presented orally.

III. CONSENT CALENDAR

All matters listed under the Consent Calendar are routine and will be enacted by one vote without separate discussion unless Members of the Board, the public, or staff request specific items be removed from the Consent Calendar for separate action or discussion.

- A. Minutes from June 24, 2004, and August 26, 2004, Board Meetings (Clerk of the Board) 05

Recommended Action: Approve minutes.

- B. Report on the OCCOG TAC (Tracy Sato, OCCOG TAC Chair) 15

Recommended Action: Receive report.

- C. Air Quality Report (Annabel Cook) 19

Recommended Action: Receive report.

IV. ACTION ITEMS

- A. Approve OCCOG Bylaws Amendment (Fred Galante, Legal Counsel) 23

Recommended Action: Approve OCCOG Bylaws Amendment as recommended by the OCCOG General Assembly

V. REPORTS

- A. California Air Resources Board's Draft Air Quality Handbook on Land Use (Annabel Cook) 27

Recommended Action: Receive and file.

- B. Report on Federal Advocacy (Vice-Chair Richard Dixon and Board Member Debbie Cook) 39

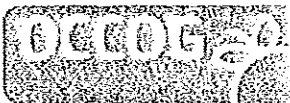
Recommended Action: Receive and file.

- C. Rivers and Mountain Conservancy Outreach (Matt Henkes) 41

Recommended Action: Receive and file.

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|-------|--|---------------|----|
| D. | Reduce Orange County Congestion Program | (Matt Henkes) | 43 |
| | <i>Recommended Action:</i> Receive and file. | | |
| E. | Report from OCCOG Chair | (Chair Bone) | 45 |
| | <i>Recommended Action:</i> Receive and file. | | |
| VI. | MATTERS FROM BOARD MEMBERS | (Chair Bone) | |
| VII. | MATTERS FROM MEMBER AGENCIES | (Chair Bone) | |
| VIII. | MATTERS FROM STAFF | (Chair Bone) | |
| IX. | ADJOURNMENT | | |

Next Meeting: Thursday, November 18, 2004



ORANGE COUNTY
COUNCIL OF GOVERNMENTS

ITEM III. A.

STAFF REPORT

Subject: Minutes from the June 24, 2004, and August 26, 2004, OCCOG Board of Directors Meetings

Summary: Attached are the minutes from the June 24, 2004, and August 26, 2004, OCCOG Board of Directors meetings.

Recommendation: Approve minutes.

Attachment: Minutes from the June 24, 2004, and August 26, 2004, OCCOG Board of Directors Meetings.

Staff Contact: Annabel Cook, Regional Issues Consultant - (714) 571-5844

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ORANGE COUNTY
COUNCIL OF GOVERNMENTS

MINUTES OF A REGULAR MEETING OF THE
ORANGE COUNTY
COUNCIL OF GOVERNMENTS

BOARD OF DIRECTORS

HELD

June 24, 2004

A regular meeting of the Orange County Council of Governments was called to order at 9:08 a.m. by Chair Lou Bone at the Orange County Sanitation District, 10844 Ellis Avenue, Fountain Valley, California.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Board Member Perry.

I. CALL TO ORDER / ROLL CALL

Roll was taken by the Clerk of the Board.

PRESENT:

Lou Bone, Chair, District 17
Richard Dixon, Vice-Chair, District 13
Cathryn DeYoung, District 12
(arrived at 9:23 a.m.)
Tod Ridgeway, District 14
Gus Ayer, District 15
Alta Duke, District 18
Marilynn Poe, District 20
Art Brown, District 21
Bev Perry, District 22
Debbie Cook, District 64
Phil Anthony, ISDOC
Peter Herzog, OCD, LOCC
Shirley McCracken, OCSD
Denis Bilodeau, OCTA
Dave Swerdlin, TCAs
Owen Holmes, University Representative
Al Hollinden, Private Sector

ABSENT:

Richard Chavez, District 19
Tim Keenan, Cities At-Large
Bill Campbell, County At-Large
Chris Norby, SCAG – County Rep.
Bill Craycraft, SCAQMD – County Rep.
Jim Silva, SCAQMD – County Rep.

VACANT:

District 16

000007

II. OATH OF OFFICE

The Clerk of the Board administered the Oath of Office to Gus Ayer, City of Fountain Valley, District 15.

III. PUBLIC COMMENTS

There were no public comments.

IV. CONSENT CALENDAR

It was moved by Board Member Perry and seconded by Board Member Brown, to approve Consent Calendar Items A-C. The motion carried unanimously, with Board Members Chavez, Keenan, Campbell, Norby, Craycraft, and Silva absent from the meeting.

A. Minutes from May 27, 2004, Board Meeting

Action: Approved minutes, with Board Members Ridgeway, Poe, Perry, and Bilodeau abstaining due to their absence from the meeting.

B. Report on the OCCOG TAC

Action: Received report.

C. Air Quality Report

Action: Received report.

V. ACTION

A. Approve Resolution Setting Time, Date and Location for the OCCOG 2004 General Assembly.

Annabel Cook provided background information on this item. The date, time, and place for the 2004 meeting of the General Assembly shall be held on Thursday, August 26, 2004, at 9:00 a.m. at the Tustin Community Center, 300 Centennial Way, Tustin, CA 92780.

Action: Board Member Brown moved, Board Member Swerdlin seconded, and the motion carried unanimously, that the Board adopt Resolution No. 04 – 1, Setting the Date, Time, and Place for the 2004 Meeting of the General Assembly.

RESOLUTION NO. 04-1

A Resolution of the Board of Directors of the
Orange County Council of Governments ("OCCOG"),
A Joint Powers Authority, Setting the Date, Time, and Place
For the 2004 Meeting of the General Assembly.

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VI. PRESENTATIONS

A. Groundwater Replenishing System Program

Board Member Bilodeau gave a presentation on the Groundwater Replenishing System Program, which is scheduled to go on line in 2007.

Action: Receive report.

B. Inter-Regional Partnership

Board Member Perry, Susan DeSantis, IRP Project Director, and Dr. Bill Gayk, Center for Demographic Research, gave a presentation on the Inter-Regional Partnership formed in 2001 by the Western Riverside Council of Governments (WRCOG) and OCCOG to address the imbalance of jobs and housing that has developed between Western Riverside County and Orange County over the last five to twenty years. Ms. DeSantis presented a video entitled, "Inter-Regional Partnerships for Infill and Mixed Use Development," and presented a PowerPoint presentation outlining state policy directions, a review of the IRP Final Report, and an overview of the four initiatives: Land Supply, New Housing Products, Housing Supply, and Job Creation.

Dr. Gayk discussed the IRP Policy Committee's development of an implementation plan for the initiatives, and a monitoring program to ensure that the efforts of the Inter-Regional Partnership will continue.

The Board members involved in the Inter-Regional Partnership were identified as follows:

Board Member Perry
Board Member Duke
Board Member Poe
Board Member Dixon
Board Member DeYoung
Board Member Cook

Action: Receive and file.

VII. REPORTS

A. Potential OCCOG Bylaws Amendments

Annabel Cook provided background information on this item, and discussed proposed Bylaws amendments regarding the OCCOG Board of Directors Attendance Policy and OCCOG Board Member Alternates.

Action: Board Member DeYoung moved, Board Member Ridgeway seconded, and the motion carried unanimously, that the Board receive and file the report, and table the proposed amendments to the OCCOG Board of Directors Attendance Policy for further review, discussion, and action.

B. Rivers and Mountain Conservancy Outreach

Matt Henkes provided background information on this item, reporting that in July, 2004, OCCOG will coordinate the first of two workshops that will be held to educate eligible Orange County cities and agencies regarding available open space and watershed related grants from the Rivers and Mountains Conservancy Outreach Proposition 40 grant program.

Action: Receive and file.

C. Reduce Orange County Congestion Program

Matt Henkes provided background information on this item, and reported that five project proposals have been received as of today.

Action: Receive and file.

Chair Bone adjourned the meeting at 11:10 a.m., due to lack of a quorum at that point, to the next regular meeting, to be held on Thursday, August 26, 2004 – General Assembly. Following adjournment, those OCCOG members remaining in attendance informally discussed the following items:

D. Report from OCCOG Chair

Chair Bone reported that there are two (2) openings on the SCAG Policy Committee.

Chair Bone reported that a letter regarding the swearing-in today of Gus Ayer, City of Fountain Valley, District 15, will be sent out to member agencies.

Chair Bone reported that Marilyn Poe, City of Los Alamitos, will be representing District 20.

VIII. MATTERS FROM BOARD MEMBERS

1. Board Member McCracken reported that the new Chair of the Orange County Sanitation District is Steve Anderson, City of La Habra.

IX. MATTERS FROM MEMBER AGENCIES

No matters were discussed.

X. MATTERS FROM STAFF

1. Michael Gold recognized Heather Dion and John Keisler for all of their dedication and tremendous amount of hard work on the IRP Policy Committee.
2. Annabel Cook reported that there is a new database system for OCCOG, and requested that Board members contact staff for any address changes.

3. Annabel Cook reported that there are no SCAG meetings in July.
4. Annabel Cook introduced Eileen Takata, Watershed Planner, County of Orange, who is working on an on-going watershed study.

CHAIR OF THE ORANGE COUNTY COUNCIL OF
GOVERNMENTS BOARD OF DIRECTORS

ATTEST:

CLERK OF THE BOARD



ORANGE COUNTY
COUNCIL OF GOVERNMENTS

MINUTES OF A SPECIAL MEETING OF THE
ORANGE COUNTY
COUNCIL OF GOVERNMENTS

BOARD OF DIRECTORS

HELD

August 26, 2004

A special meeting of the Orange County Council of Governments was called to order at 1:30 p.m. by Chair Lou Bone at the Tustin Community Center, 300 Centennial Way, Tustin, California.

I. CALL TO ORDER / ROLL CALL

Roll was taken by the Deputy Clerk of the Board.

PRESENT:

Lou Bone, Chair, District 17
Richard Dixon, Vice-Chair, District 13
Cathryn DeYoung, District 12
Gus Ayer, District 15
Alta Duke, District 18
Marilynn Poe, District 20
Art Brown, District 21
Bev Perry, District 22
Debbie Cook, District 64
Phil Anthony, ISDOC
Peter Herzog, OCD, LOCC
Shirley McCracken, OCSD

ABSENT:

Tod Ridgeway, District 14
Richard Chavez, District 19
Tim Keenan, Cities At-Large
Bill Campbell, County At-Large
Chris Norby, SCAG – County Rep.
Denis Bilodeau, OCTA
Bill Craycraft, SCAQMD – County Rep.
Jim Silva, SCAQMD – County Rep.
Dave Swerdlin, TCAs
Owen Holmes, University Representative
Al Hollinden, Private Sector

VACANT:

District 16

II. PUBLIC COMMENTS

There were no public comments.

III. CONSENT CALENDAR

There were no Consent Calendar items.

IV. ACTION

- A. Approve Fiscal Year 2004-2005 Overall Work Program Agreement with the Southern California Association of Governments

Michael Gold provided information regarding SCAG's Overall Work Program and the funding that has been approved by SCAG for OCCOG.

Action: Board Member Perry moved, Board Member DeYoung seconded, and the motion carried unanimously, that the Board approve the agreement with SCAG and authorize the Executive Director to execute the agreement with SCAG for funding for OCCOG from the SCAG 2004-2005 OWP.

- B. Approve Reduce Orange County Congestion Program Projects for Fiscal Year 2004-2005

Dr. Jim Hart, Chair of the ROCC Technical Advisory Committee provided background on this item, which includes the funding of five proposals submitted under the OCCOG ROCC calls of projects.

Recommended Action: Board Member DeYoung moved, Board Member Perry seconded, and the motion carried unanimously, that the Board approve the ROCC Technical Advisory Committee's recommended projects for funding.

IV. MATTERS FROM BOARD MEMBERS

No matters were discussed.

V. MATTERS FROM MEMBER AGENCIES

No matters were discussed.

VI. MATTERS FROM STAFF

No matters were discussed.

VII. ADJOURNMENT

Chair Bone adjourned the meeting at 1:48 p.m. to the next regular meeting, to be held on Thursday, September 23, 2004, beginning at 9:00 a.m., at the Orange County Sanitation District, 10844 Ellis Avenue, Fountain Valley, California.

CHAIR OF THE ORANGE COUNTY COUNCIL OF
GOVERNMENTS BOARD OF DIRECTORS

ATTEST:

CLERK OF THE BOARD

000014



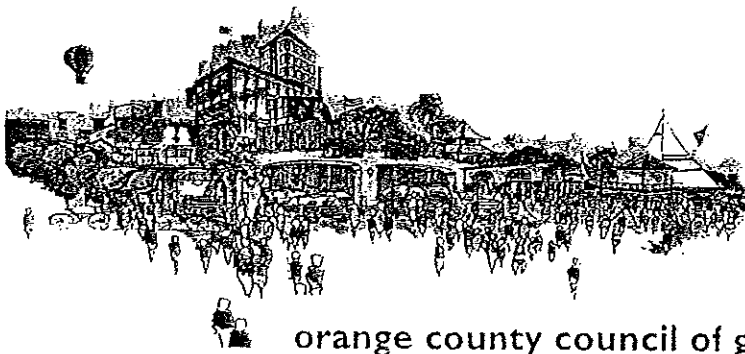
ORANGE COUNTY
COUNCIL OF GOVERNMENTS

ITEM III. B.

STAFF REPORT

- Subject:** Report on the October 5, 2004, OCCOG TAC Meeting
- Summary:** The OCCOG Technical Advisory Committee (TAC) Chair Tracy Sato and OCCOG staff has provided the OCCOG Board with the most recent OCCOG TAC minutes for review.
- Recommendation:** Receive report.
- Attachment:** Agenda from the October 5, 2004, OCCOG TAC meeting.
- Staff Contact:** Annabel Cook, Regional Issues Consultant - (714) 571-5844

000015



orange county council of governments

ORANGE COUNTY COUNCIL OF GOVERNMENTS

TECHNICAL ADVISORY COMMITTEE

Meeting Date / Location

www.occities.org/occg

Tuesday, October 5, 2004
10:00 a.m.
City of Orange
300 Chapman Avenue,
Conference Room C
Orange, California

Agenda Item

Staff

I. INTRODUCTIONS

(Chair Tracy Sato)

II. PUBLIC COMMENTS

(Chair)

At this time members of the public may address the TAC regarding any items within the subject matter jurisdiction, which are not separately listed on this agenda. Members of the public will have an opportunity to speak on agenda items at the time the item is called for discussion. NO action may be taken on items not listed on the agenda unless authorized by law. Comments shall be limited to three minutes per person and an overall time limit of twenty minutes for the Public Comments portion of the agenda.

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III. CENSUS UPDATE

(County of Orange)

IV. REDUCE ORANGE COUNTY CONGESTION PROGRAM

(Matt Henkes)

Recommended Action: Receive report

- cities
- Aliso Viejo
- Anaheim
- Brea
- Buena Park
- Costa Mesa
- Cypress
- Dana Point
- Fountain Valley
- Fullerton
- Garden Grove
- Huntington Beach
- Irvine
- La Habra
- La Palma
- Laguna Beach
- Laguna Hills
- Laguna Niguel
- Laguna Woods
- Lake Forest
- Los Alamitos
- Mission Viejo
- Newport Beach
- Orange
- Placentia
- Rancho Santa Margarita
- San Clemente
- San Juan Capistrano
- Santa Ana
- Seal Beach
- Stanton
- Tustin
- Villa Park
- Westminster
- Yorba Linda

County of Orange

agencies

- Costa Mesa Sanitary District
- East Orange Water District
- El Toro Water District
- Emerald Bay Service District
- Irvine Ranch Water District
- Mesa Consolidated Water District
- Moulton Niguel Water District
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- OC Sanitation District
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- Serrano Water District
- Silverado-Modjeska Parks & Recreation District
- South Coast Water District
- Trabuco Canyon Water District
- Transportation Corridor Agencies

000017

- V. ORANGE COUNTY PROJECTIONS UPDATE (Bill Gayk)
Recommended Action: Receive report.
- VI. INTER-REGIONAL PARTNERSHIP REPORT (John Keisler & Annabel Cook)
Recommended Action: Receive report.
- VII. RIVERS AND MOUNTAINS CONSERVANCY UPDATE (Matthew Henkes)
Recommended Action: Receive report.
- VIII. AIR QUALITY UPDATE (Annabel Cook)
Recommended Action: Receive report.
- X. OTHER BUSINESS / ITEMS FOR NEXT MEETING
- XI. SET NEXT MEETING: Tuesday, November 2, at 10:00 a.m., at the City of Orange's Water Department
- XII. ADJOURNMENT

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