

AGENDA






PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

Monday, December 17, 2007
6:30 P.M.
Placentia History Room

*The Vision of the Placentia Library District is to
inspire exploration, open minds and bring people together.*

The Purpose of the Placentia Library District is to provide services and materials to our ever changing and diverse community.

To accomplish this goal the Library will:

-  Provide a qualified staff to acquire, organize, and maintain a collection of print and non-print materials in an easily accessible facility and assist the public with its use.
-  Provide literacy outreach and services to the community.
-  Provide a special collection to document and preserve Placentia's History and Authors.
-  Present programs and provide technology access to everyone in order to promote reading and lifelong learning.
-  Promote the Library's vision through consistent messages to the public.

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.*

CONSENT CALENDAR (Items 9 – 38)

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Presentation: Library Director
Recommendation: Approve by Motion

Items 9 – 38 may be considered together as one motion to approve the Consent Calendar. Items may be removed for individual consideration before the Consent Calendar is adopted. Items removed must then each have a separate motion.

MINUTES (Item 9)

9. Minutes of the November 19, 2007 Library Board of Trustees Regular Meeting. (Receive & File and Approve)

CLAIMS (Items 10 – 13)

10. Nonstandard Claims in excess of \$300. (Receive & File and Approve)

No Nonstandard Claims were processed during this report period.

11. Claims forwarded by the Library Director and Library Trustees. (Receive & File and Approve)

Claims 5058 and 5059 by Minter/DeVecchio; and 5060, 5061 and 5062 by Minter/Turner for a total Claims Forwarded by the Library Director and Library Trustees for Fiscal Year 2007-2008 of \$61,478.35 for Fund 707.

12. Current Claims and Payroll. (Receive & File and Approve)

Current Claim for Fiscal Year 2007-2008: 5063, 5064, 5065, 5066 and 5057 for a total Current Claims of \$11,112.18; and Payrolls #14 (01/02/08) for \$47,472.00, #15 (01/16/08) for \$47,472.00, and #16 (01/31/08) for \$47,472.00 for a total for Payrolls of \$142,416.00, for a combined total of Current Claims and Payrolls for Fiscal Year 2007-2008 of \$153,528.18 from Fund 707.

13. FY2007-2008 Cash Flow Analysis through December 17, 2007; the Schedule of Anticipated Property Tax Revenues for FY2007-2008 as provided by the Orange County Auditor; and recommendation that no funds be transferred at this time. (Receive & File).

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FINANCIAL REPORTS (Items 14 – 19)

14. Financial Reports for November 2007. (Receive & File)
15. Office General Ledger & Check Registers for November 2007. (Receive & File)
16. Acquisitions Report for November 2007. (Receive & File)
17. Entrepreneurial Activities Report for November 2007. (Receive & File)
18. Collection Agency Report for November 2007. (Receive & File)

19. Gift Report for November, 2007. (Receive & File)

GENERAL CONSENT REPORTS (Items 20 – 28)

20. Building Maintenance Report for November 2007. (Receive & File)

21. Personnel Report for November 2007. (Receive, File, and Ratify Appointments)

22. Volunteer Reports for November 2007. (Receive & File)

23. Circulation Report for November 2007. (Receive & File)

24. Legislative Reports from the California Special Districts Association. (Receive & File)

25. Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority. (Receive & File)

26. Status Report on Partnerships with Community Organizations. (Receive & File)

27. Status Report on Active Grant Applications. (Receive & File)

28. Poet Laureate Report. (Receive & File)

STAFF REPORTS (Items 29 – 38)

29. Library Director's Report. (Minter)

30. Program Committee Report for November 2007. (Roberts)

31. Children's Services Report for November 2007. (Gurkweitz)

32. Placentia Library Literacy Services Report for November 2007. (Roberts)

33. Reference and Adult Services Report for November 2007. (Strazdas)

34. History Room Report for November 2007. (Bell)

35. Placentia Library Web Site Report for November 2007. (Napier)

36. Technology Report for November 2007. (Napier)

37. Publicity Materials Produced in November 2007. (Gomez)

38. Safety Committee Minutes for November 2007. (Goodson)

CONTINUING BUSINESS

- ~~39.~~ 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.

- ~~40.~~ Revision of Placentia Library District Policy 6020 – Internet Access Policy. This Policy establishes the rules for using Library computers for Internet access.

Presentation: Library Director

Recommendation: *Revised* } Adopt Placentia Library District Policy 6020 – Internet Access Policy as amended to include the two sentences recommended by the staff on December 17, 2007.

- ~~41.~~ Word of Mouth Marketing Topic for January 2008 – Children’s Services.

Presentation: Manager of Public Services

- ~~42.~~ Presentation of revisions for Placentia Library District Policies in Series 2000 that were reviewed at the Library Board Work Session on November 15, 2007.

Presentation: Manager of Technical Services

Recommendations: Adopt as a first reading and refer to staff for further comments.

NEW BUSINESS

43. Election of Library Board Officers:

Incumbents are indicated in parentheses.

President (*Shkoler*)

Secretary (*Turner*)

Presentation: Library Director

Recommendation: Elect a Library Board President and a Library Board Secretary for 2008

44. Appointment of Library Board Representatives for 2008 by the Board President:

Incumbents are indicated in parentheses.

Representative to the Independent Special Districts of Orange County (*Turner*)

Representative to Special District Local Area Formation Commission (LAFCO) Selection Committee (*Turner*)

Two Representatives to the Placentia Civic Center Authority Commission (*Shkoler & Escobosa*)

Representative to the Orange County Council of Governments (*Wood*)

Presentation: Library Board President

Recommendation: Appoint Library Board Representatives

45. Selection of Date and Time for Regular Board Meetings for 2008: A Resolution of the Board of Trustees of the Placentia Library District of Orange County to Establish the Board of Trustees Regular Meeting Dates for Calendar Year 2008. Staff recommendation is that the Library Board meet on the fourth Monday of January, February and September and the third Monday of March, April, May, June, July, August, October, November and December.

Presentation: Library Board President

Recommendation: Determine the regular meeting dates and time for 2008; and

Read Resolution 08-07 by Title only A Resolution of the Board of Trustees of the Placentia Library District of Orange County to Establish the Board of Trustee Regular Meeting Dates for Calendar Year 2008; and

Adopt Resolution 08-07.

46. Revision of Placentia Library District Policy 2325 – Library Aide. Expansion of the Library Aide job description to enable the assignment of monitoring public service areas for compliance with Placentia Library District Policies regarding patron behavior.

Presentation: Library Director

Recommendation: Adopt Placentia Library District Policy 2325 – Library Aide as revised as a first reading, and refer it to staff for comments and recommendations.

47. Presentation by Kevin Murphy, Executive Vice President for PARS (Public Agency Retirement Services) on pension fund options for Placentia Library District, including a comparison of pension fund contributions and benefits provided by other local government agencies and independent special library districts in Los Angeles and Orange Counties.

Presentation: Library Director

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

ADJOURNMENT

- 48. Agenda Preparation for the December Regular Meeting which will be held on the date specified by the Library Board of Trustees in Agenda Item 45. The January Agenda will include the presentation of the Fiscal Year 2006-2007 Audit of Financial Transactions by a representative from Moreland & Associates.
- 49. Set date in January 2008 for Library Board Work Session for review of Placentia Library District Policy Manual, Sections 2300, Job Descriptions, and 6000, Operations.
- 50. Review of Action Items.

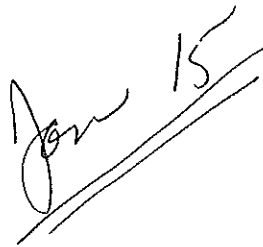
No action or discussion shall be taken on any item not appearing on the posted Agenda, unless authorized by law.

- 51. Adjourn

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

I, Wendy Goodson, Manager of Administrative Services of Placentia Library District, hereby certify that the Agenda for the December 17, 2007 Regular Meeting of the Library Board of Trustees of the Placentia Library District was posted on Thursday, December 13, 2007.





Placentia Library Board Calendar

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December

- 6 11:30 AM ISDOC Quarterly Meeting, Irvine Ranch Water District, Trustee Turner
- 9 1:00 PM -4:30 PM PLFF 2nd Sunday Book Sale
- 10 7:00 PM Placentia Library Friends Foundation Board of Directors Meeting
- 17 6:30 PM Library Board Meeting
- 27 9:00 AM Orange County Council of Governments, OC Sanitation District, Trustee Wood

January

- 10 5:30 PM Chamber Mixer
- 5:30 PM PLFF Midwinter Western Dinner, Placentia Round Table
- 11 ALA Midwinter Meeting, Philadelphia, through Jan 16

- 12 Cowboy Poetry Workshop, Library Meeting Room (Time to be determined.)
- 13 1:00 PM -4:30 PM PLFF 2nd Sunday Book Sale
- 14 7:00 PM Placentia Library Friends Foundation Board of Directors Meeting
- 17 6:00 PM Chamber Citizen of the Year Dinner

- 21 6:30 PM Library Board Meeting
- Library Closed for Martin Luther King Holiday/Staff Holiday.
- 24 9:00 AM Orange County Council of Governments, OC Sanitation District, Trustee Wood
- 7:15 AM Placentia Chamber of Commerce Breakfast
- 31 11:30 AM ISDOC Quarterly Meeting, Irvine Ranch Water District, Trustee Turner

February

- 10 1:00 PM -4:30 PM PLFF 2nd Sunday Book Sale
- 11 7:00 PM Placentia Library Friends Foundation Board of Directors Meeting
- 14 5:30 PM Chamber Mixer

- 18 6:30 PM Library Board Meeting
- 3:00 AM Library Closed for Presidents Day/Staff Holiday
- 28 9:00 AM Orange County Council of Governments, OC Sanitation District, Trustee Wood
- 7:15 AM Placentia Chamber of Commerce Breakfast

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March

- 1 9:30 AM Friends of Placentia Library Author's Luncheon , ALL TRUSTEES
- 9 1:00 PM -4:30 PM PLFF 2nd Sunday Book Sale
- 10 7:00 PM Placentia Library Friends Foundation Board of Directors Meeting
- 13 5:30 PM Chamber Mixer
- 17 6:30 PM Library Board Meeting
- 23 Easter, Library Closed, not staff holiday
- 25 Public Library Association Biennial Conference, Minneapolis, through Mar 29
- 27 9:00 AM Orange County Council of Governments, OC Sanitation District, Trustee Wood
- 7:15 AM Placentia Chamber of Commerce Breakfast

April

- 10 5:30 PM Chamber Mixer
- 13 National Library Week through Apr 19
- 1:00 PM -4:30 PM PLFF 2nd Sunday Book Sale
- 14 7:00 PM Placentia Library Friends Foundation Board of Directors Meeting
- 21 6:30 PM Library Board Meeting
- 24 9:00 AM Orange County Council of Governments, OC Sanitation District, Trustee Wood
- 7:15 AM Placentia Chamber of Commerce Breakfast

May

- 8 5:30 PM Chamber Mixer
- 12 7:00 PM Placentia Library Friends Foundation Board of Directors Meeting
- 18 1:00 PM 2nd Sunday Book Sale (3rd Sunday in May)
- 19 6:30 PM Library Board Meeting
- 22 9:00 AM Orange County Council of Governments, OC Sanitation District, Trustee Wood
- 7:15 AM Placentia Chamber of Commerce Breakfast
- 26 Library Closed for Memorial Day/Staff Holiday
- 29 11:30 AM ISDOC Quarterly Meeting, Irvine Ranch Water District, Trustee Turner

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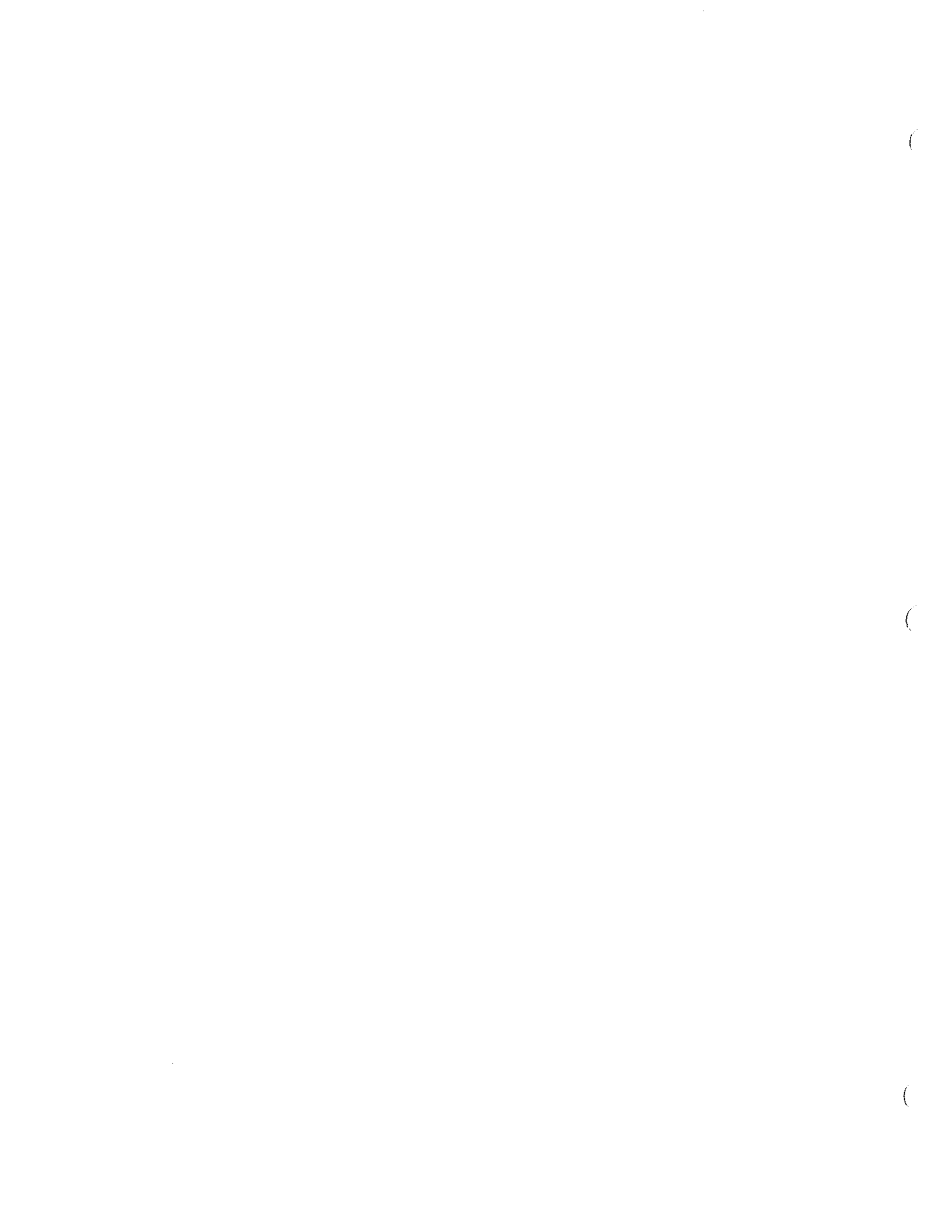
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June

- 8 1:00 PM -4:30 PM PLFF 2nd Sunday Book Sale
- 9 7:00 PM Placentia Library Friends Foundation Board of Directors Meeting
- 12 5:30 PM Chamber Mixer
- 16 6:30 PM Library Board Meeting
- 26 ALA Annual Conference, Anaheim, through July 2
 - 9:00 AM Orange County Council of Governments, OC Sanitation District, Trustee Wood
 - 7:15 AM Placentia Chamber of Commerce Breakfast

July

- 4 Library Closed for Independence Day/Staff Holiday
- 13 1:00 PM -4:30 PM PLFF 2nd Sunday Book Sale
- 21 6:30 PM Library Board Meeting
- 22 Friends of Placentia Library Incorporated in 1970
- 24 9:00 AM Orange County Council of Governments, OC Sanitation District, Trustee Wood
 - 7:15 AM Placentia Chamber of Commerce Breakfast
- 31 11:30 AM ISDOC Quarterly Meeting, Irvine Ranch Water District, Trustee Turner

August

- 10 1:00 PM -4:30 PM PLFF 2nd Sunday Book Sale
- 18 6:30 PM Library Board Meeting
- 28 9:00 AM Orange County Council of Governments, OC Sanitation District, Trustee Wood

September

- 1 Library Closed for Labor Day/Staff Holiday
- 2 Placentia Library District Established in 1919 by OC Board of Supervisors
- 8 7:00 PM Placentia Library Friends Foundation Board of Directors Meeting
- 11 5:30 PM Chamber Mixer
- 14 Placentia Library Foundation Incorporated in 1994
 - 1:00 PM -4:30 PM PLFF 2nd Sunday Book Sale
- 15 6:30 PM Library Board Meeting

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September

- 25 9:00 AM Orange County Council of Governments, OC Sanitation District, Trustee Wood
- 7:15 AM Placentia Chamber of Commerce Breakfast

October

- 9 5:30 PM Chamber Mixer
- 11 8:30 AM Heritage Parade, line-up at 8:30, Parade begins at 9:30
- 12 1:00 PM -4:30 PM PLFF 2nd Sunday Book Sale
- 13 7:00 PM Placentia Library Friends Foundation Board of Directors Meeting
- 20 6:30 PM Library Board Meeting
- 23 9:00 AM Orange County Council of Governments, OC Sanitation District, Trustee Wood
- 7:15 AM Placentia Chamber of Commerce Breakfast
- 30 11:30 AM ISDOC Quarterly Meeting, Irvine Ranch Water District, Trustee Turner

November

- 9 1:00 PM -4:30 PM PLFF 2nd Sunday Book Sale
- 10 7:00 PM Placentia Library Friends Foundation Board of Directors Meeting
- 11 Library Closed for Veterans Day/Staff Holiday
- 13 5:30 PM Chamber Mixer
- 17 6:30 PM Library Board Meeting
- 27 Library Closed for Thanksgiving/Staff Holiday

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						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Nov 2008						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					



Dec. 8, 2007

Dear Mr. Mayor and City Council members,

Your library nextdoor from the director all the way downwards to the most lowly part-time employees whom place returned books and library materials back into the stacks, on shelves, ect. are females. I am not familiar with the libraries culture, how many male employees actually work there, and so on. But please allow me to note that the ambience and service is somewhat less than ideal for most male library patrons. Male library employees when they are equally placed at stations throughout a public library tend to be more worldly and service oriented rather than just polite and task oriented.

I personally am not comfortable inside of your Placentia Library. The reason being for one, cosmopolitan does not mean squat to either your library's director or the head senior librarian. Both of these people are stodgy and dull by most measures other than strict pharmaceutical. Second, stodgy and female, also lend themselves in support of other employees' female traits, such as self-control and pharmaceutical. Just when is the front entrance to work properly for all library patrons? My opinion only.

Sincerely, John A. Scarborough, Jr.

P.S. Personal is personal, my opinion is never a prescription.

PLACENTIA LIBRARY FRIENDS FOUNDATION
MINUTES December 10, 2007

The meeting was called to order at 7:00 pm by President, Carole Fizzard at her beautifully decorated home. The following members were present: Brenda Benner, Nadine Blansett, Ben Boelman, Glennis Clancy, Bill Dooley, Carol Fizzard, Ginny Haussmann, Barbara Hemmerling, and Nancy Lone-Tollefson. The representative from the Trustees was Richard DeVecchio. Library Staff present: Elizabeth Minter and Yesenia Gomez.

SECRETARY: By general consent the minutes of the November meeting were approved as written.

FINANCIAL REPORTS

TREASURER: Written report is included in our packet. As of November 30, 2007, assets in the checking account totaled \$78,286.94. PLFF has total assets as of November 30, 2007 of \$229,300.43

FINANCIAL SECRETARY: No report.

PAYMENT OF BILLS: Barbara Hemmerling made a motion, seconded by Brenda Benner, that the following bills be approved for payment:

- 1) Kelly Paper-Membership Campaign \$115.67
- 2) Executive Consulting-Board Chair's Academy Tuition \$900
- 3) Creative Continuum, Inc. Bind minutes- 2000-2007 \$156.24
- 4) Signature Designs—Western Dinner- advertising \$473.68

The motion carried.

Brenda Benner made a motion to ratify the following. These have been approved by the Finance Committee.

- 1) Random House-Book Purchase \$308.80
- 2) BBC Audiobooks America Book Purchase \$373.97
- 3) Gale Book Purchase \$234.16
- 4) Rosen Publishing—Book Purchase \$1,691.30
- 5) Ingram Library Services—Book Purchase \$1,168.74
- 6) EDC Education—Book Purchase \$1,505.14
- 7) Baker & Taylor—Book Purchase \$9,039.86
- 8) Web Wise Seniors—DVD Purchase \$287.59
- 9) Recorded Books—Audio Book Purchase \$151.29
- 10) Bank of the West—PLFF Credit Card \$443.05
- 11) US Postmaster Placentia—Postage refill \$300.00
- 12) Georgette Baker—Storyteller November Lapsit \$140.00
- 13) PLFF—bank card transfer \$260.12

The motion carried.

PRESIDENT'S REPORT: 1) Carol Fizzard and Yesenia Gomez attended the Jeff Wilcox Academy all-day training session this past Saturday. It was well worth their time and effort. 2) History Committee has requested \$25 for cost of refreshments at the Placentia Author's Reception on December 15. A discussion resulted in the following motion by Ben Boelman to allow \$50 for this event. Bill Dooley seconded and the

motion carried. 3) Placentia Library Friends Foundation has been asked to co-sponsor Barbara Hemmerling as a nominee for Placentia Citizen of the Year. Brenda Benner made a motion that we do so. Nadine Blansett seconded. The motion carried. Elizabeth and Yesenia will arrange a table for library representatives at the January 17 dinner at Alta Vista. 4) Carol read a resignation letter from Tami Haugen. She has moved back to Minnesota.

LIBRARY STAFF REPORTS

Elizabeth Minter 1) The merger of the Friends and the Foundation is not quite complete. There are further forms to be filled out. 2) The staff Holiday Dinner was well attended and appreciated. 3) A Child's Christmas in Wales will be presented at the library on December 20 at 6:30. Gary Bell and his wife are among the presenters. 4) A new passport agent will be hired after the first of the year. The library is expecting an increase in applicants. There are new rules concerning Mexican citizens crossing and returning at the border. These may result in a card rather than a passport. The card would cost half as much, and therefore the library would make half as much in profit.

Yesenia Gomez 1) She is working on Notations at this time. It will promote the Western Round-Up and the Author's Luncheon. 2) The December promotional badge advertises A Child's Christmas in Wales. 3) Yesenia shared with us two ideas she learned at the Executive Consulting workshop she attended. First the importance of including our Mission Statement on paper work. This will serve to remind us of our purpose. Second the name change of the Foundation Committee to the Legacy Committee.

Jim Roberts 1) Carol read a letter from Jim requesting \$500 for the Christmas Clearing Bureau Book Drive. This program assures that every child in every family served by this group, receives a new, age appropriate book. Ben Boelman moved that we grant this request. Nancy Lone-Tollefson seconded this. The motion Carried.

COMMITTEE CHAIR REPORTS

Bookstore Nancy Lone-Tollefson- 1) The silent Auction made \$52 in November. 2) Tami Haugen's resignation has left a Wednesday evening vacancy in the bookstore. 3) The cost to be included in the Orange County Used Book Store flyer was \$75.00.

Membership -Ginny Haussmann has attended many library activities to promote membership. She found a particular interest among the parents at children's events. Report filed with the minutes.

Board Development- 1)Brenda Benner welcomed Glennis Clancy as a full fledged member of PLFF. Glennis has received an introductory packet prepared by Yesenia. All new members will now receive these. 2) Elizabeth Minter and Brenda will meet with Karen Ivers to tell her more about our group. 3) The January Notations will issue an invitation to the general public to become a member of PLFF Board.

Program-The discussion on the Author's Luncheon was led by Elizabeth in Ginny Sanatar's absence. In order to prepare publicity, the price of the ticket needed to be determined. Ben Boelman made a motion that the ticket price be \$50. Brenda Benner seconded this. The motion carried. Carol, Ben and Brenda will go to Alta Vista after the holidays to see what accommodation they might give us on the price of the meal.

Legacy -Ben Boelman- Bill and Millie Heaton dwill speak at our January 14 PLFF meeting at 7:00 PM.

Trustee's- Report-Richard DeVecchio said the Trustee's are updating their handbook. This is done on a regular basis. The Facilities Master Plan is being worked on. The possibility of Developer's Fees was being explored as a monetary source.

Finance: Report included with the minutes.

Investments-Richard DeVecchio said there may be some reallocation of funds. They are looking at the foreign markets as a source of greater revenue. All investments will continue to be in non-speculative markets.

Announcements:

Elizabeth Minter gave each of those attending a box of her delicious homemade Scottish Shortbread Cookies.

The Board Members thanked Carol for her hospitality and the delicious food and drink she had prepared for us.

The next meeting will be Monday, January 14 at 7 P.M.

The meeting was adjourned at 8:55 PM

Barbara Hemmerling, Secretary

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *EDM*
SUBJECT: Upcoming Trustee Events and Meetings
DATE: December 17, 2007

Trustee Events and Meetings

December 17, Monday, 7:00 P.M.	Library Board Meeting – Annual Organizational Meeting
December 27, Thursday, 9:00 A.M.	Orange County Council of Governments, OC Sanitation District, Trustee Wood
January 10, Thursday, 5:30 P.M.	PLFF Mid-winter Western Dinner, Placentia Round Table
5:30 P.M.	Chamber of Commerce Mixer
January 11-15	Library Director at ALA Midwinter Meeting, Philadelphia
January 12, Saturday, 1:00 P.M.	Cowboy Poetry Workshop with Rhonda Sedgwick Stearns
January 13, Sunday, 1:00 P.M.	PLFF 2 nd Sunday Book Sale
January 14, Monday, 7:00 P.M.	PLFF Board of Directors Meeting
January 18	Library Closed for Martin Luther King Holiday
January 28, Thursday, 7:15 A.M.	Chamber of Commerce Breakfast with Dr. Dennis Smith discussing the bond act measure for P-YLUSD
9:00 A.M.	Orange County Council of Governments, OC Sanitation District, Trustee Wood



**MINUTES
PLACENTIA LIBRARY DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
November 19, 2007**

- CALL TO ORDER** President Shkoler called the Regular Meeting of the Placentia Library District Board of Trustees to order on October 24, 2007, at 6:30 P.M.
- ROLL CALL**
- Members Present:** President Al Shkoler, Secretary Jean Turner, Trustees Richard DeVecchio, and Betty Escobosa, and Library Director Elizabeth Minter.
- Members Absent:** Gaeten Wood
- Managers Absent:** None
- Others Present:** None
- ADOPTION OF AGENDA** It was moved by Trustee Escobosa and seconded by Secretary Turner to adopt the Agenda as printed.
- AYES:** Shkoler, Turner, DeVecchio, Escobosa
NOES: None
ABSTAIN: None
ABSENT: Wood
- ORAL COMMUNICATIONS** No members of the public addressed the Board.
- PRESIDENT REPORT** President Shkoler reported that he attended several Ad Hoc Marketing Committee meetings with the Library staff and a proposed logo will be presented. He also attended the Chamber Breakfast on November 29th, featuring Assemblyman Mike Duvall as the speaker.
- TRUSTEES' REPORTS**
- Secretary Turner reported that she attended the November 15, 2007 Trustee Work Session.
- Trustee DeVecchio had reported that he attended the Placentia Library Friends Foundation Board Meeting and Investment Committee Meetings for November 2007.
- Trustee Escobosa reported that she attended the Ad Hoc Marketing Committee meeting and the Chamber Breakfast as well.
- FRIENDS FOUNDATION REPORT** Library Director reminded the Board the Midwinter Western Round-Up Dinner is scheduled for January 10, 2007.
- CONSENT CALENDAR** It was moved by Secretary Turner and seconded by Trustee Wood approve Agenda Items 9-39A as amended.

Minutes, Placentia Library District Board of Trustees, Regular Meeting of November 19, 2007, Regular Date, Page 2.

MINUTES

Library employee, Gary Bell, entered the meeting to observe.
Minutes of the October 24, 2007 Library Board of Trustees Regular Meeting and the November 15, 2007 Work Session.

CLAIMS

Claims 5048,5049,5050,5051, and 5052 by Minter/Shkoler, for a total Current Claims for Fiscal Year 2007-2008 of \$36,572.52 for Fund 707.

Current Claims 5053,504,5055,5056, and 5057 for total of \$48,111.76 for the Fiscal Year 2007-2008 and Payrolls #12 (12/5/07) for \$47,472.00 and #13 (12/19/07) for \$47,472.00 for \$94,944.00 for a combined total of \$143,055.76.

FY2007-2008 Cash Flow Analysis through November 19, 2007 and the Schedule of Anticipated Property Tax Revenues for FY2007-2008 as Provided by the Orange County Auditor and recommendation that no funds be transferred at this time.

**FINANCIAL
REPORTS**

Financial Reports for October 2007

Office General Ledger & Check Registers for October 2007

Acquisitions Report for October 2007

Entrepreneurial Report for October 2007

Collection Agency Report for October 2007

Gifts Report for October 2007

**GENERAL CONSENT
CALENDAR**

Building Maintenance for October 2007

Personnel Report for October 2007

Volunteer Report for October 2007

Circulation Report for October 2007

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

Legislative Reports from the California Special Districts Association and the California library Association

Status Report on Partnerships with Community Organizations

Status Report on Active Grant Applications

Poet Laureate Report

Minutes, Placentia Library District Board of Trustees, Regular Meeting of November 19, 2007, Regular Date, Page 3.

Assessed Valuation Report for Fiscal Year 2007-2008 as prepared by the office of the Auditor-Controller, County of Orange Library of California Board actions taken at its October 31, 2007 Teleconference meeting.

Placentia Library District Policy 2030-Holidays, as amended October 24, 2007.

Memorandum of Agreement between the Placentia Library Friends Foundation and the Placentia Library District as executed on November 13, 2007.

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

STAFF REPORTS

Director's Report for October 2007

Program Committee Report for October 2007

Children's Services Report for October 2007

Placentia Library Literacy Services Report for October 2007

Reference and Adult Services Report for October 2007

History Room Report for October 2007

Placentia Library Web Site Report for October 2007

Technology Report for October 2007

Publicity Materials produced for October 2007

Safety Committee Minutes for October 2007

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

LEGISLATIVE ISSUES

Library Director reported she attended the North Orange County Legislative Alliance monthly meeting of November 8, 2007 in Brea, CA.

The status of the State Budget is uncertain at this time. There is a concern with the security of the Special District and Local Government Property Tax Allocation.

Minutes, Placentia Library District Board of Trustees, Regular Meeting of November 19, 2007, Regular Date, Page 4.

POLICY 6020- INTERNET ACCESS POLICY	HR Consultant, Valerie Poole, entered the meeting. It was moved by Secretary Turner and seconded by Trustee DeVecchio to adopt as a first reading Policy 6020 and refer to staff for further comments.
WORD OF MOUTH MARKETING – DECEMBER 2007	Public Services Manager Roberts reported that the Child's Christmas in Wales Program on December 20, 2007 at 6:30P.M.
AD HOC MARKETING COMMITTEE - LOGO	The Board selected to the new Library logo.
TRAVEL AUTHORIZATION	It was moved by Trustee DeVecchio and seconded by Trustee Escobosa to authorize travel for Library Director Minter to attend the Director's Retreat for System Consolidation to be held on Friday, November 30, 2007 in Menlo Park, with all travel expenses to be paid from the Santiago Library System.
AGENDA PREPARATION	Agenda Preparation for the December Meeting will be held on Monday, December 17, 2007 at 6:30 P.M.
ADJOURNMENT	The Regular Meeting of the Board of Trustees of the Placentia Library District for November 19, 2007 adjourned at 7:35 P.M.
NEXT MEETING	The December Library Board Meeting will be held on Monday, December 17, 2007 at 6:30 P.M. in the Library History Room.

Jean Turner
Secretary
Library Board of Trustees

Al Shkoler
President
Library Board of Trustees

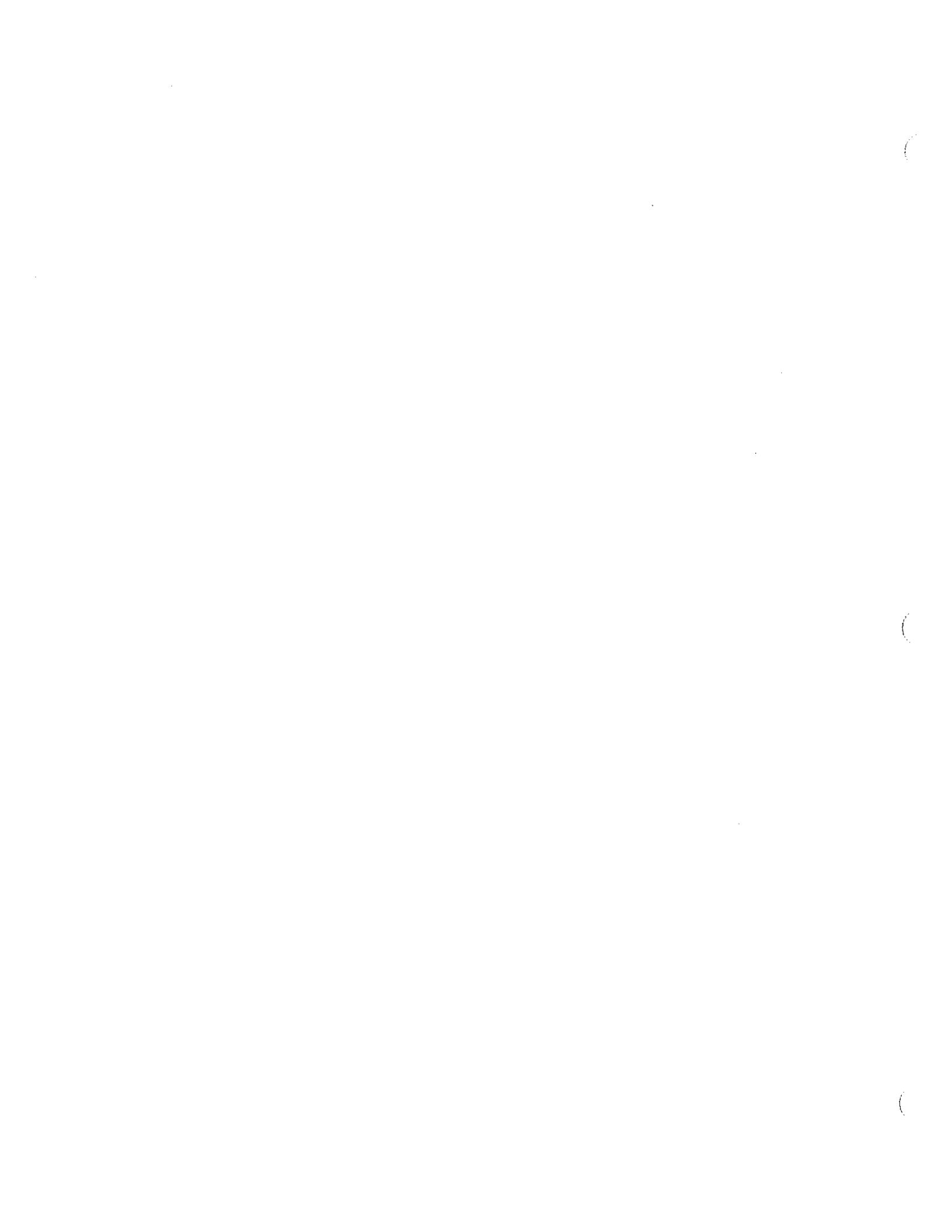
PLACENTIA LIBRARY DISTRICT
Summary of Nonstandard Claims
December 17, 2007

TYPE	REPORT NUMBER	AMOUNT
------	------------------	--------

None

TOTAL

Prepared by: Wendy Goodson



PLACENTIA LIBRARY DISTRICT
Summary of Claims Forwarded by the Library Director & Trustees
December 17, 2007

	DATE	CLAIM	FUND	AMT	SIGNATURE/S
LIBRARY DIRECTOR					
FUND 707	November 28, 2007	5058	707	22,871.15	Minter/DeVecchio
	November 28, 2007	5059	707	3,622.87	Minter/DeVecchio
	December 6, 2007	5060	707	2,128.44	Minter/Turner
	December 6, 2007	5061	707	14,417.48	Minter/Turner
	December 6, 2007	5062	707	18,438.41	Minter/Turner
SUBTOTAL FUND 707				61,478.35	
TOTAL BY LIBRARY DIRECTOR				61,478.35	

Prepared by: Wendy Goodson

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

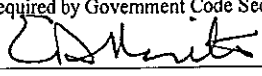
DATE 11/28/07
REPORT NO 5058

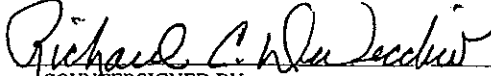
Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92870

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	Obj/ Rev/ BS Acct	Sub Obj/ Rev	Rept Cat	AMOUNT	Doc Number	SC
N01035 City of Placentia 401 East Chapman Ave. Placentia, CA 92870	11-19-07/58439		1400	00		2,842.05		
			2801	00		12,303.75		
	11-21-07/58454		1800	00		2,283.00		
	11-21-07/58453		1800	00		2,283.00		
						19,711.80		
N01074 The Gas Company PO Box C Monterey Park, CA 91756	11-19-07/X05391188009		2802	00		1,305.65		
N03653 Bear State Air Conditioning 3548 Enterprise Dr. Anaheim, CA 92807-1640	11-20-07/7-10-1544		1400	00		228.00		
N05445B Consolidated Reprographics 345 Clinton Street Costa Mesa, CA 92626	11-16-07/265488		1800	00		101.16		
N06686I Office Depot PO Box 70025 Los Angeles CA 90074-0025	11-16-07/408460268		1800	00		139.53		
	11-2-07/407232119		1800	00		320.74		
	11-9-07/408096941		1800	00		231.89		
	10-26-07/405989354		1800	00		76.38		
							768.54	
N06965 (please note address change) Paychex PO Box 25159 Santa Ana CA 92799-5159	11-26-07/430685		1900	00		223.19		
			1900	08		74.40		
						297.58		
N13034A OmniGrafix Printing 2486 N Glassell Orange, CA 92865	11-21-07/A37369		1800	00		258.60		
N21533A Kelly Paper Company 288 Brea Canyon Road City of Industry, CA 91789	11-17-07/1153898		1800	00		43.23		
N24885A Signarama 1092 N Tustin Ave Anaheim, CA 92807	11-12-07/12733		1900	00		51.59		
N30883 Distinguished Pest Control PO Box 848 Atwood CA 92811	10-31-07/3835		1400	00		105.00		

The claims listed above (totaling \$22,871.15) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.


APPROVED BY


COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

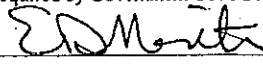
DATE 11/28/07
REPORT NO 5059

Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92870

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/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	Doc Number	SC	
N32052 Georgette Baker 15696 Altamira Drive Chino Hills, CA 91709 x8721	Storytime Nov 07		1900	00		400.00			
N31728 Valerie Poole 613 Valley Forge Dr Placentia CA 92870 SSNX4417	11-20-07/007		1900	00		1,020.00			
Gaeten Wood 705 Alcott Ave Placentia CA 92870	Travel Reimb. CSDA - Monterey Conference Oct 2-4, 2007		2700	02		381.56			
Lillian "Betty" Escobosa 2034 Brittany Pl Placentia CA 92870	Travel Reimb. CSDA Monterey Conference Oct 2-4,2007		2700	02		167.30			
Jean Turner 530 Lyons Way Placentia CA 92870	Travel Reimb. CSDA - Monterey Conference Oct 2-4, 2007		2700	02		426.11			
Marie Schmidt 2114 Pound Placentia CA 92870	Supply Reimbursement History Room		1800	00		329.90			
N30506 Konica Minolta File 50252 Los Angeles CA 90074-0252	07-08 Maint Renewal Minolta		1300	08		898.00			

The claims listed above (totaling \$3,622.87) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.


APPROVED BY


COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

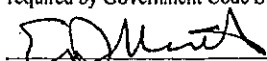
DATE 12/06/07
REPORT NO 5060

Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92870

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	Obj/ Rev/ BS Acct	Sub Obj/ Rev	Rept Cat	AMOUNT	Doc Number	SC
N00692 Special District Risk Management 1112 I Street, Suite 300 Sacramento, CA 95814	12-4-07/1065-IN		0308	00		952.46		
			0310	00		369.55		
			0309	00		583.49		
			1900	00		49.05		
			0319	00		173.89		
						2,128.44		
PLEASE PAY IMMEDIATELY								

The claims listed above (totaling \$2,128.44) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.


APPROVED BY


COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

Page Total

2,128.44

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

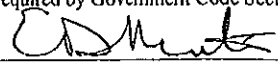
DATE 12/06/07
REPORT NO 5061


Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92870

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/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	Doc Number	SC
N01035 City of Placentia 401 East Chapman Ave. Placentia, CA 92870	11-21-07/58455 Fall'07		1800	00		2,283.00		
	11-21-07/58456 Win'07		1800	00		2,283.00		
						4,566.00		
N03648B Special T. Water Systems, Inc. 11934 Washington Blvd. Whittier, CA 90606	12-1-07/141040		1800	00		33.00		
N03653 Bear State Air Conditioning 3548 Enterprise Dr. Anaheim, CA 92807-1640	11-20-07/07-10-1535		1400	00		3,012.18		
	8-7-07/07-8-1048		1400	00		513.00		
						3,525.18		
N03656 Pacific Clippings P.O. Box 11789 Santa Ana, CA 92711	11-30-07/9820		1900	00	0	45.00		
N03659F Golden State Water Company PO Box 9016 San Dimas CA 91773-9016	11-26-07/312083-9		2803	00		622.23		
N03752P AT&T/MCI Dept. LA 21461 Pasadena, CA 91185-1461	11-7-07/T7294152		0700	01		272.91		
	11-4-07/T7278401		0700	08		59.16		
						332.07		
N03912 California Special Districts Association 1112 I Street Suite 200 Sacramento, CA 95814	2008 Membership Dues		1600	00		3,309.00		
N06671 MD Medical Clinics 1300 N. Kraemer Blvd. P.O. Box 66012 Anaheim, CA 92816	12-1-07/00297		1900	00		185.00		
N06785 Hector Vargas Cleaning Service 318 Capistrano St. Placentia, CA 92870 SSN: X3104	12-5-07/331733		1400	00		1,300.00		
N06808I Postage by Phone (Pitney Bowes) Reserve Account P.O. Box 856056 Louisville, KY 40285-6056	11-23-07/32021628		1803	00		500.00		

The claims listed above (totaling \$14,417.48) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.


APPROVED BY


COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

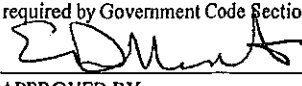
DATE 12/06/07
REPORT NO 5062

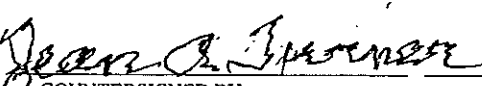
Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92870

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/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	Doc Number	SC
N23659 Scholastic, Inc. PO Box 6014 Jefferson City, MO 65102-6014	11-19-07/Wildlife Cal		2400	08		17.94		
N27626 Zimmer Electric, Inc. P.O. Box 526 11581 Range View Rd. Mira Loma, CA 91752-0526	11-24-07/1002		1400	00		1,252.53		
	11-24-07/1001		1400	00		600.00		
						1,852.53		
N28089 Moreland & Associates 1201 Dove St Ste 680 Newport Beach CA 92660	12-1-07Audit		1900	00		5,795.66		
N28352 Carson Industries, Inc. 700 E. Baseline Rd., Suite C-2 Tempe, AZ 85283	11-17-07/29035		1800	00		249.90		
N29656 Minuteman Press 310 E Orangethorpe Ave Unit L Placentia CA 92870	11-27-07/21234		1800	00		79.74		
N30347 Pcorp Associates 18340 Yorba Linda Blvd Ste 107-PMB 108 Yorba Linda, CA 92886			1300	01		6,000.00		
N30586 HomeIN Magazine 19713 Yorba Linda Blvd Ste 135 Yorba Linda CA 92886	11-21-07/3103		1900	00		270.00		
N31820 SRP 101 S Kraemer Blvd Placentia CA 92871	11-21-07/5170		2400	03		1,700.00		
N32113 US Bank/ Purchasing Card Program PO Box 790428 St Louis MO 61379-0428	11-23-07/X2860		0900	00		11.99		
			1000	00		632.89		
			1800	00		251.68		
			1800	08		128.18		
			2400	01		150.00		
			2400	02		150.00		
	2700	00		747.90				
						2,072.64		
N32127 Carol Ann Helsel 12861 West Sp 113 Garden Grove CA 92840	11-15-07/Story Time		1900	00		400.00		

The claims listed above (totaling \$18,438.41) 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
December 17, 2007

TYPE	REPORT NUMBER	AMOUNT
Regular	5063	3,294.57
	5064	1,562.44
	5065	6,235.77
	5066	19.40
Subtotal for Regular		11,112.18
	1/2/2008	47,472.00
	1/16/2008	47,472.00
	1/30/2008	47,472.00
Subtotal for Payroll		142,416.00
TOTAL CURRENT CLAIMS & PAYROLL		153,528.18

Prepared by: Wendy Goodson

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 12/17/07
REPORT NO 5063

Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92870

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

Payee Name and Address Social Security/Tax ID	APPROVED CLAIMS					AMOUNT	A C's Use Only	
	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat		Doc Number	SC
N03660 Elizabeth D. Minter (Petty Cash) Placentia Library District Petty Cash Reimbursement 411 East Chapman Avenue Placentia, CA 92870-6198	Petty Cash Reimb Nov-Dec 07		1803	00		9.52		
N03660 Elizabeth D. Minter (Petty Cash) Placentia Library District Petty Cash Reimbursement 411 East Chapman Avenue Placentia, CA 92870-6198	Petty Checks Reimb Sep 07-Nov 07		1000	00		51.59		
			2700	01		58.43		
			2700	03		28.00		
			4000	00		313.37		
						451.39		
N03752P AT&T/MCI Dept. LA 21461 Pasadena, CA 91185-1461	11-17-07/T7335544		0700	00		358.88		
N03828C Baker & Taylor Books PO Box 277930 Atlanta GA 30384-7930	12-6-07/X80565570		2400	02		55.36		
	12-6-07/X80886090		2400	02		241.23		
	11-29-07/4007052237		2400	01		119.67		
	11-29-07/4007073410		2400	01		20.75		
	11-29-07/4007078084		2400	01		14.32		
	11-29-07/4007078063		2400	01		112.09		
	11-29-07/4007078082		2400	01		17.96		
	11-29-07/4007078081		2400	01		320.77		
	11-29-07/4007078080		2400	01		80.73		
	11-29-07/4007078079		2400	01		68.92		
	11-29-07/4007078078		2400	01		18.56		
	11-29-07/4007078077		2400	01		21.99		
	11-29-07/4007078076		2400	01		99.47		
	11-29-07/4007078075		2400	01		14.94		
	11-29-07/4007078074		2400	01		57.11		
	11-29-07/4007078073		2400	01		18.59		
	11-29-07/4007078072		2400	01		18.56		
	11-29-07/4007078071		2400	01		18.56		
	11-19-07/4007031784		2400	01		31.84		
	11-15-07/4007000166		2400	01		176.73		
	11-15-07/4007000165		2400	01		31.18		
	11-15-07/4007000164		2400	01		178.05		
	11-15-07/4007000163		2400	01		61.59		
	11-15-07/4007000162		2400	01		28.62		
	11-15-07/4007000161		2400	01		56.85		
	11-15-07/4007000160		2400	01		19.30		
	11-15-07/4007000159		2400	01		27.45		
	11-15-07/4007000158		2400	01		75.56		
	11-15-07/4007000157		2400	01		37.10		
	11-15-07/4007000156		2400	01		166.06		
	11-15-07/4007000155		2400	01		18.56		
	11-15-07/4007000154		2400	01		72.29		
	11-15-07/4007000153		2400	01		148.91		
	11-15-07/4007000152		2400	01		25.11		
						2,474.78		

The claims listed above (totaling \$3,294.57) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

Page Total

3,294.57

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 12/17/07
REPORT NO 5064

Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92870

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	Obj/ Rev/ BS Acct	Sub Obj/ Rev	Rept Cat	AMOUNT	Doc Number	SC
N03842A Ingram Library Services P.O. Box 602779 St. Louis, MO 63150-2779	11-25-07/32850351		2400	01		31.81		
	11-25-07/32850350		2400	01		19.54		
	11-25-07/32850349		2400	01		9.70		
	12-3-07/30013336		2400	01		223.23		
	12-4-07/33040314		2400	01		18.51		
	12-2-07/32993509		2400	01		15.97		
	12-2-07/32993510		2400	01		22.59		
	11-26-07/32868396		2400	01		3.20		
	11-26-07/32868397		2400	01		18.39		
	11-27-07/32897047		2400	01		48.25		
	11-29-07/32957799		2400	01		54.09		
	11-29-07/32957798		2400	01		30.62		
	11-29-07/32957797		2400	01		130.54		
						626.44		
N03940 Gaylord Bros., Inc. P. O. Box 4901 Syracuse, NY 13221-4901	11-28-07/1105708		1800	00		615.09		
N29833 Thomson Gale PO Box 95501 Chicago IL 60694-5501	11-28-07/15468136		2400	01		29.27		
N066861 Office Depot PO Box 70025 Los Angeles CA 90074-0025	11-23-07/408460268		1800	00		109.87		
N08786 Katherine Matas c/o Placentia Library District 411 East Chapman Avenue Placentia, CA 92870-6198	Travel Reimb. 7-Dec		2600	01		9.32		
N09111B EBSCO Publishing P.O. Box 562 Ipswich, MA 01938	12-7-07/0299370		2400	04		86.90		
N19847A Unique Management Services 119 E. Maple St. Jeffersonville, IN 47130	12-1-07/168469		1900	00		80.55		
N22268 Midwest Tape PO Box 820 Holland OH 43528	11-23-07/1526525		2400	02		5.00		

The claims listed above (totaling \$1,562.44) 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

1,562.44

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 12/17/07
REPORT NO 5065

Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92870

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

Payee Name and Address Social Security/Tax ID	APPROVED CLAIMS					AMOUNT	A C's Use Only	
	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat		Doc Number	SC
N28040 Yesenla Gomez c/o Placentia Library District 411 E. Chapman Ave. Placentia, CA 92870	Travel Reimb Nov-Dec 07		2600	01		116.80		
N29645 Shawn Robison c/o Placentia Library District 411 E. Chapman Ave Placentia CA 92870	Travel Reimb Oct-Dec 07		2600	01		15.52		
N24885A Signarama 1092 N Tustin Ave Anaheim, CA 92807	12-12-07/12815		1900	00		348.79		
N06965 Paychex PO Box 25159 Santa Ana CA 92799-5159	12-10-07/433045		1900	00		231.30		
			1900	08		77.10		
						308.40		
N29656 Minuteman Press 310 E Orangethorpe Ave Unit L Placentia CA 92870	12-11-07/21280 12-10-07/21276		1800	00		39.87		
			1800	00		103.44		
						143.31		
N31820 SRP 101 S Kraemer Blvd Placentia CA 92871	12-4-07/5177		1900	00		900.00		
Amy Paino 5882 Amberdale Dr. Yorba Linda CA 92886 X5078	Storytime-Off site Nov 07		1900	00		450.00	"2"	
(need vendor #) Lindsay Whipple 13292 Mashall Ln Tustin CA 92780	Story Time 11-28-07		1900	00		100.00	"2"	
(need vendor #) Cantemos 15696 Altamira Drive Chino Hills CA 91709	11-11-07/Childrens books		2400	01		72.95		
(need vendor #) Califa Group 32 W. 25th Ave Ste 201 Sant Mateo CA 94403	12-5-07/2327		2400	03		3,780.00		

The claims listed above (totaling \$6,235.77) 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

6,235.77

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 12/17/07
REPORT NO 5066

Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92870

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/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	Doc Number	SC	
(need vendor #) Richard DeVecchio 619 Cooper Drive Placentia, CA 92870	Travel Reimb ISDOC - Dec 07		2600	01		19.40			

The claims listed above (totaling \$19.40) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY _____

COUNTERSIGNED BY _____

ATTESTED AND/OR COUNTERSIGNED BY _____

Page Total

19.40



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 \$ 47,472.00 on 1 | 16 | 08

Send To: Bank Name: Wells Fargo Bank
ABA #: 121042882
Account Name: Placentia Library District
Account #: 2011939659
Reference: Payroll #15

Description:

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: N03641A

DEPARTMENT'S USE -- COMPLETE IN DETAIL												A-C USE
FUND	AGCY	ORG	ACTV	OBJ	SUB OBJ	REV	SUB REV	JOB NUMBER	REPT CATG	B-S ACCT	AMOUNT	SP CD
707	707			0100	00						44,148.96	
707	707			200	00						3,323.04	
ENCUMBRANCE REVERSAL: <input type="checkbox"/> YES <input type="checkbox"/> NO											TOTAL PAYMENT	47,472.00
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 (GH) _____ Wire Transfer (WT) _____	
Over Limit:	\$100,000 (1) \$500,000 (2) \$1,000,000 (3)	Automated Clearing House (G) _____	
<u>Claims & Disbursing Manager:</u> _____		MW Transaction # _____	
Check Writing:	_____	<u>Treasurer-Tax Collector Information:</u>	
<u>General Ledger Approvals:</u>		Released By / Ref # _____	
Cash & Expense Budget:	Date _____	wrec _____	



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

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

Please Pay \$ 47,472.00 on 1 | 30 | 08

Send To: Bank Name: Wells Fargo Bank
 ABA #: 121042882
 Account Name: Placentia Library District
 Account #: 2011939659
 Reference: Payroll #16

Description:

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: N03641A

DEPARTMENT'S USE -- COMPLETE IN DETAIL												A-C
FUND	AGCY	ORG	ACTV	OBJ	SUB	REV	SUB	JOB NUMBER	REPT	B-S	AMOUNT	SP
					OBJ	REV	REV		CATG	ACCT		CD
707	707			0100	00						44,148.96	
707	707			200	00						3,323.04	
ENCUMBRANCE REVERSAL: <input type="checkbox"/> YES <input type="checkbox"/> NO											TOTAL PAYMENT	47,472.00
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)	\$500,000 (2)	\$1,000,000 (3)	Automated Clearing House (IC) _____	
Claims & Disbursing Manager: _____			MW Transaction #: _____		
Check Writing: _____			<u>Treasurer-Tax Collector Information:</u>		
General Ledger Approvals:			Released By / Ref #: _____		
Cash & Expense Budget:	Date:	Wrec:			

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director ^{EDM}
SUBJECT: Cash Flow Analysis
DATE: December 17, 2007

BACKGROUND:

The Cash Flow Analysis for the General Fund for Fiscal Year 2007-2008 is Attachment A.

The Property Tax Apportionment Schedule for Fiscal Year 2007-2008 is Attachment B.

It is my opinion that Placentia Library District is in compliance with California Government Code Section 53646(b)(1) that requires that that the District have adequate balances and anticipated revenues to meet its expenditure requirements for the next six months.

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

RECOMMENDATION:

Receive & File the Cash Flow Analysis for Fiscal Year 2007-2008 through December 17, 2007 and the Property Tax Apportionment Schedule for Fiscal Year 2007-2008.



Placentia Library District
FY2007-2008 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
07/01/07		Beginning Balance			1,099,907.16
06/18/07		Payroll #1 to wire July 3, 2007		47,072.00	1,052,835.16
06/18/07		Payroll #2 to wire July 18, 2007		47,072.00	1,005,763.16
07/02/07	5007	General by Library Director & DeVecchio		21,633.08	984,130.08
07/02/07	5008	General by Library Director & DeVecchio		10,265.55	973,864.53
07/02/07	5009	General by Library Director & DeVecchio		4,064.39	969,800.14
07/09/07	5010	General by Library Director & Shkoler		2,227.83	967,572.31
07/16/07	5011	General by 3 Trustee signatures		6,298.82	961,273.49
07/16/07	5012	General by 3 Trustee signatures		2,700.42	958,573.07
07/16/07	5013	General by 3 Trustee signatures		4,905.32	953,667.75
07/16/07	5014	General by 3 Trustee signatures		12,467.68	941,200.07
07/16/07		Payroll #3 to wire August 1, 2007		49,472.00	891,728.07
07/16/07		Payroll #4 to wire August 15, 2007		49,472.00	842,256.07
07/16/07		Payroll #5 to wire August 29, 2007		49,472.00	792,784.07
07/16/07		6280-00: Supplemental	(2.11)		792,781.96
07/17/07	5015	General by Library Director, Escobosa & Wood		10,251.39	782,530.57
07/26/07	5016	General by Library Director & DeVecchio		14,862.95	767,667.62
07/26/07	5017	General by Library Director & DeVecchio		3,901.25	763,766.37
07/26/07	5018	General by Library Director & DeVecchio		6,246.38	757,519.99
08/01/07		6610:00 Interest Orange County Investment Pool	5,305.93	99.98	753,161.36
08/06/07	5019	General by Library Director & Shkoler		4,358.63	748,802.73
08/06/07	5020	General by Library Director & Shkoler		4,014.36	744,788.37
08/06/07	5021	General by Library Director & Shkoler		11,570.23	733,218.14
08/06/07		6610:00 Interest Orange County Investment Pool	(5,305.93)	(99.98)	724,736.03
08/09/07	5022	General by Library Director & DeVecchio		8,482.11	716,253.92
08/15/07		6280-00: Supplemental	10,236.34		711,837.84
08/20/07	5023	General by 3 Trustee signatures		4,416.08	707,421.76
08/20/07	5024	General by 3 Trustee signatures		9,115.97	698,305.79
08/20/07	5025	General by 3 Trustee signatures		2,453.33	695,852.46
08/20/07	5026	General by 3 Trustee signatures		1,638.70	694,213.76
08/20/07	5027	General by 3 Trustee signatures		11,951.71	682,262.05
08/20/07		Payroll #6 to wire September 12, 2007		47,472.00	634,790.05
08/20/07		Payroll #7 to wire September 26, 2007		47,472.00	587,318.05
08/22/07		6610:00 Interest Orange County Investment Pool	4,699.25	89.62	587,343.67
08/23/07		6610:00 Interest, Bank of the West	25.62		587,369.29
08/23/07		7670:00 Local Revenue, Fines & Fees	10,956.29		598,325.58
08/23/07		7670:01 Local Revenue, Passport	33,266.85		631,592.43
08/23/07		7670:02 Local Revenue, Non-Government Grants & Contributions	10,340.07		641,932.50
09/04/07	5028	General by Library Director & Turner		15,894.86	625,045.63
09/04/07	5029	General by Library Director & Turner		16,886.87	608,158.76
09/04/07	5030	General by Library Director & Turner		2,346.19	605,812.57
09/12/07		6280-00: Supplemental	742.06		558,449.41
09/17/07	5031	General by 3 Trustee signatures		47,363.16	511,086.25
09/17/07	5032	General by 3 Trustee signatures		5,241.85	505,844.40
09/17/07	5033	General by 3 Trustee signatures		2,275.49	503,568.91
09/17/07	5034	General by 3 Trustee signatures		6,187.39	497,381.52
09/17/07	5035	General by 3 Trustee signatures		7,272.50	490,109.02

Placentia Library District
FY2007-2008 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
09/17/07		Payroll #8 to wire October 10, 2007		47,472.00	442,637.02
09/17/07		Payroll #9 to wire October 24, 2007		47,472.00	395,165.02
09/18/07	5036	General by Library Director & Shkoler		7,616.13	387,548.89
09/20/07		6220-00 Unsecured Collections 1st	53,741.28	134.35	441,155.82
09/24/07		6610:00 Interest Orange County Investment Pool	4,339.15	8,273.00	437,221.97
09/25/07	5038	General by Library Director & Turner		6,082.80	431,139.17
09/25/07	5038	General by Library Director & Turner		14,314.89	416,824.28
09/25/07	5039	General by Library Director & Turner		1,409.70	415,414.58
10/10/07		6280-00: Supplemental #3	7,811.42		404,845.65
10/11/07	5040	General by Library Director & DeVecchio		10,568.93	394,276.72
10/11/07	5041	General by Library Director & DeVecchio		15,716.65	378,560.07
10/11/07	5042	General by Library Director & DeVecchio		3,917.68	374,642.39
10/11/07	5043	General by Library Director & DeVecchio		2,305.99	372,336.40
10/11/07	5044	General by Library Director & DeVecchio		6,090.71	366,245.69
10/11/07	5045	General by Library Director & DeVecchio		12,730.00	353,515.69
10/11/07	5046	General by Library Director & DeVecchio		12,411.74	341,103.95
10/22/07		6610:00 Interest Orange County Investment Pool	3,620.95		338,638.46
10/24/07	5047	General by 3 Trustee signatures		2,465.49	291,166.46
10/24/07		Payroll #10 to wire November 7, 2007		47,472.00	291,166.46
10/24/07		Payroll #11 to wire November 14, 2007		47,472.00	243,694.46
10/30/07	5048	General by Library Director & Shkoler		5,600.00	239,141.24
11/01/07	5049	General by Library Director & Shkoler		4,553.22	232,965.00
11/01/07	5050	General by Library Director & Shkoler		6,176.24	227,436.52
11/01/07	5051	General by Library Director & Shkoler		5,528.48	212,721.94
11/12/07	5052	General by Library Director & Shkoler		14,714.58	215,712.02
11/14/07		6280-00: Supplemental #4	2,990.08		208,286.28
11/19/07	5053	General by 3 Trustee signatures		7,425.74	197,981.79
11/19/07	5054	General by 3 Trustee signatures		10,304.49	185,134.56
11/19/07	5055	General by 3 Trustee signatures		12,847.23	181,943.77
11/19/07	5056	General by 3 Trustee signatures		3,190.79	167,600.26
11/19/07	5057	General by 3 Trustee signatures		14,343.51	120,128.26
11/19/07		Payroll #12 to wire December 5, 2007		47,472.00	72,656.26
11/19/07		Payroll #13 to wire December 19, 2007		47,472.00	75,605.32
11/19/07		6610:00 Interest Orange County Investment Pool	3,006.27	57.21	232,530.32
11/20/07		6210: Secured #1	157,318.30	393.30	232,565.83
11/21/07		6610:00 Interest Bank of the West	35.51		236,337.95
11/21/07		7670:00 Local Revenue, Fines & Fees	3,772.12		243,984.49
11/21/07		7670:01 Local Revenue, Passport	7,646.54		244,036.08
11/27/07		6610:00 Interest Coding correction	51.59		251,529.63
11/27/07		6970: Coding Correction	7,493.55		264,996.55
11/27/07		7670:00 Local Revenue, Fines & Fees coding correction	13,466.92		293,990.73
11/27/07		7670:02 Local Revenue, Passport coding correction	28,994.18		298,990.73
11/27/07		7670:01 Local Revenue, Non-Government Grants, coding correction	5,000.00		276,119.58
11/28/07	5058	General by Library Director & DeVecchio		22,871.15	272,496.71
11/28/07	5059	General by Library Director & DeVecchio		3,622.87	270,368.27
12/06/07	5060	General by Library Director & Turner		2,128.44	255,950.79
12/06/07	5061	General by Library Director & Turner		14,417.48	237,512.38

Placentia Library District
FY2007-2008 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
12/06/07	5062	General by Library Director & Turner		18,438.41	234,217.81
12/17/07	5063	General by 3 Trustee signatures		3,294.57	232,655.37
12/17/07	5064	General by 3 Trustee signatures		1,562.44	226,419.60
12/17/07	5065	General by 3 Trustee signatures		6,235.77	226,400.20
12/17/07	5066	General by 3 Trustee signatures		19.40	178,928.20
12/17/07		Payroll #14 to wire January 2, 2008		47,472.00	131,456.20
12/17/07		Payroll #15 to wire January 16, 2008		47,472.00	83,984.20
12/17/07		Payroll #16 to wire January 30, 2008		47,472.00	83,984.20
					83,984.20

Home > Property Tax Accounting

Property Tax Accounting

[Apportionment Schedule Letter]

**Property Tax Apportionments
Fiscal Year 2007-2008**

APPORTIONMENT	APPORNT. DATE	AVAIL. DATE	COLLECTIONS	PERCENTAGE
PY Sec Taxes & Penalties Non Teeter 1	8/15/2007	8/16/2007	July	
Supplemental 1	8/15/2007	8/16/2007	Collections for July	
PY Sec Taxes & Penalties Non Teeter 2	9/12/2007	9/13/2007	August	
Unsecured 1	9/20/2007	9/21/2007	Collections at 08/31/2007	80% - 85%
Supplemental 2	9/12/2007	9/13/2007	Collections for August	
PY Sec Taxes & Penalties Non Teeter 3	10/10/2007	10/11/2007	September	
Supplemental 3	10/10/2007	10/11/2007	Collections for September	
PY Sec Taxes & Penalties Non Teeter 4	11/14/2007	11/15/2007	October	
Supplemental 4	11/14/2007	11/15/2007	Collections for October	
Secured #1	11/20/2007	11/21/2007	Collections at 11/09/2007	7% - 10%
H/O Property Tax Relief 1	12/10/2007	12/11/2007		15%
Secured #2	12/13/2007	12/14/2007	Collections at 12/07/2007	10% - 15%
PY Sec Taxes & Penalties Non Teeter 5	12/12/2007	12/13/2007	November	
Supplemental 5	12/12/2007	12/13/2007	Collections for November	
Secured #3	12/20/2007	12/21/2007	Collections at 12/14/2007	25% - 30%
ERAF 1	1/3/2008	1/4/2008	For Non-schools: \$277 million + growth	
Sales & Use Tax Compensation 1	1/7/2008	1/8/2008		50% plus Prior Year True-Up
Property Tax In-Lieu of VLF/VLF Swap 1	1/7/2008	1/8/2008		50%
H/O Property Tax Relief 2	1/10/2008	1/11/2008		35%
PY Sec Taxes & Penalties Non Teeter 6	1/16/2008	1/17/2008	December	
Unsecured 2	1/16/2008	1/17/2008	Collections at 12/31/2007	5% - 8%
Supplemental 6	1/16/2008	1/17/2008	Collections for December	
Secured #4	1/24/2008	1/25/2008	Collections at 01/11/2008	1% - 5%
State-Assessed Public Utility & Railroads 1	1/16/2008	1/17/2008	1 st Installment Collections	49% - 50%
PY Sec Taxes & Penalties Non Teeter 7	2/13/2008	2/14/2008	January	
Supplemental 7	2/13/2008	2/14/2008	Collections for January	
PY Sec Taxes & Penalties Non Teeter 8	3/12/2008	3/13/2008	February	
Secured #5	3/20/2008	3/21/2008	Collections at 03/09/2008	5% - 7%
Supplemental 8	3/12/2008	3/13/2008	Collections for February	
PY Sec Taxes & Penalties Non Teeter 9	4/16/2008	4/17/2008	March	
Secured #6	4/17/2008	4/18/2008	Collections at 04/11/2008	30% - 35%
Supplemental 9	4/16/2008	4/17/2008	Collections for March	
ERAF 2	5/1/2008	5/2/2008	For Non-schools: \$276 million + growth	
Sales & Use Tax				

Compensation 2	5/5/2008	5/6/2008		50%
Property Tax In-Lieu of VLF/VLF Swap 2	5/5/2008	5/6/2008		50%
H/O Property Tax Relief 3	5/08/2008	5/09/2008		35%
PY Sec Taxes & Penalties Non Teeter 10	5/14/2008	5/15/2008	April	
Secured #7	5/22/2008	5/23/2008	Collections at 05/09/2008	1% - 5%
Supplemental 10	5/14/2008	5/15/2008	Collections for April	
State-Assessed Public Utility & Railroads 2	5/22/2008	5/23/2008	2 nd Installment Collections	49% - 50%
ERAF 3	6/11/2008	6/12/2008	For Schools: Balance in Fund as of 05-31-08	
H/O Property Tax Relief 4	6/10/2008	6/11/2008		15%
PY Sec Taxes & Penalties Non Teeter 11	6/11/2008	6/12/2008	May	
Unsecured 3	6/19/2008	6/20/2008	Collections at 05/31/2008	2% - 5%
Supplemental 11	6/11/2008	6/12/2008	Collections for May	
Delq. PY Unsecured	6/19/2008	6/20/2008	06/01/07 through 05/31/08 Collections	
ERAF 4	7/16/2008	7/17/2008	For Schools: Balance in Fund as of 07-16-08	
Secured #8	7/14/2008	7/15/2008	Final Collections at Year-end	1% - 2%
PY Sec Taxes & Penalties Non Teeter 12	7/14/2008	7/15/2008	June	
Supplemental 12	7/14/2008	7/15/2008	Collections for June	
Delq. PY Suppl. Taxes & Penalties	7/14/2008	7/15/2008	07/01/07 through 06/30/08 Collections	
Teeter Plan	7/16/2008	7/17/2008	Actual Final Delinquencies	1% - 3%

[Apportionment Schedule Letter]
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Fund Balance Report
Post-Petition Balances (B/S Account 8010 - Cash)
 December 17, 2007

	Fiscal Year 2007-2008						TOTAL	TOTAL
	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	
6/30/2007*	143,300.29	11,282.78	179,951.58	1,099,907.16	11,009.55	1,445,451.36	345,544.20	
7/31/2007	143,288.46	11,281.85	179,936.72	1,037,037.44	11,008.64	1,382,553.11	345,515.67	
8/31/2007	144,541.01	11,380.47	181,509.63	850,500.39	11,104.87	1,199,036.37	348,535.98	
9/30/2007	144,528.71	11,379.50	181,494.19	706,518.63	11,103.93	1,055,024.96	348,506.33	
10/31/2007	145,803.61	11,479.88	183,095.17	614,387.66	11,201.88	965,968.20	351,580.54	
11/30/2007	145,791.21	11,478.90	173,079.60	640,461.89	11,200.93	982,012.53	341,550.64	
12/31/2007	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
1/31/2008	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
2/28/2008	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
3/31/2008	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
4/30/2008	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
5/31/2008	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
6/30/2008	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	

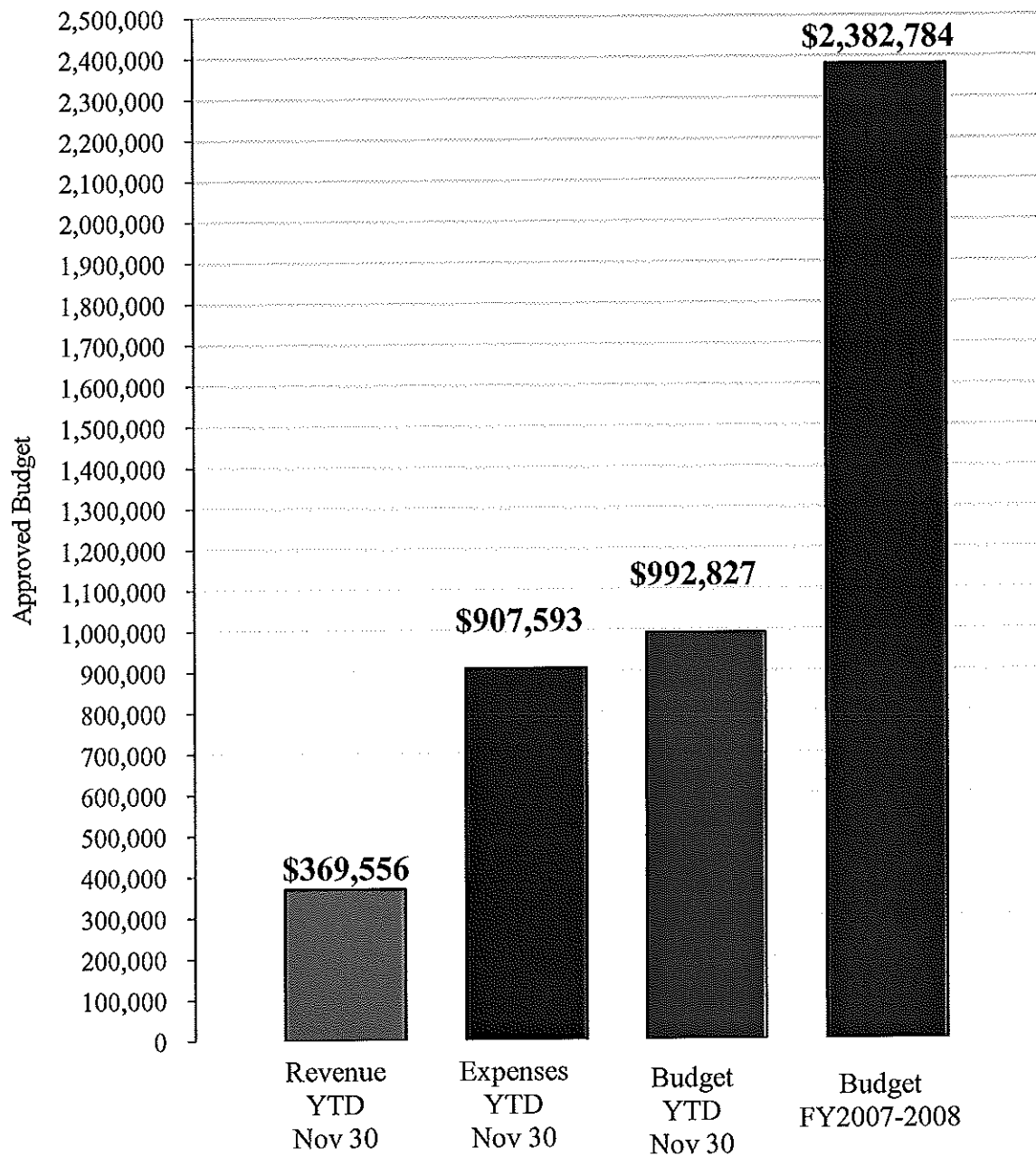
	Fiscal Year 2006-2007						TOTAL	TOTAL
	Fund 702	Fund 703	Fund 706	Fund 707	Fund 708	TOTAL	TOTAL	
	Maj Equip/Struc	Auto Replac	Bond Redempt	General Fund	Sick Lv Payoff	ALL FUNDS	EXCL GEN FUND	
6/30/2006*	113,529.06	10,736.71	171,242.25	1,070,109.11	10,476.72	1,376,093.85	305,984.74	
07/31/06	113,971.05	10,778.51	171,908.95	1,027,689.84	10,517.51	1,334,865.86	307,176.02	
08/31/06	114,419.01	10,820.87	172,584.63	839,652.60	10,558.85	1,148,035.96	308,383.36	
09/30/06	114,887.46	10,865.18	173,291.22	750,624.35	10,602.08	1,060,270.29	309,645.94	
10/31/06	115,364.52	10,910.29	174,010.80	545,230.76	10,646.10	856,162.47	310,931.71	
11/30/06	115,836.48	10,954.92	174,722.68	627,854.80	10,689.65	940,058.53	312,203.73	
12/31/06	116,326.09	11,001.23	175,461.19	1,034,744.25	10,734.83	1,348,267.59	313,523.34	
01/31/07	116,316.17	11,000.29	175,446.22	978,426.84	10,733.91	1,291,923.43	313,496.59	
02/28/07	117,314.54	11,094.71	176,952.11	933,463.67	10,826.04	1,249,651.07	316,187.40	
03/31/07	117,305.50	11,093.86	176,938.48	820,992.07	10,825.21	1,137,155.12	316,163.05	
04/30/07	142,218.47	11,187.07	178,425.10	1,283,067.88	10,916.16	1,625,814.68	342,746.80	
05/31/07	142,207.33	11,186.15	178,410.37	1,266,963.01	10,915.26	1,609,682.12	342,719.11	
06/30/07	143,300.29	11,282.78	179,951.58	1,099,907.16	11,009.55	1,445,451.36	345,544.20	
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 2005-2006						TOTAL	TOTAL
	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	
06/30/05	122,422.78	10,357.21	165,189.49	837,101.17	10,106.39	1,145,177.04	308,075.87	
07/31/05	122,741.64	10,382.49	165,592.69	760,016.26	10,131.05	1,068,864.13	308,847.87	
08/31/05	123,044.94	10,408.15	166,001.88	601,465.37	10,156.09	911,076.43	309,611.06	
09/30/05	123,366.14	10,435.32	166,435.23	629,662.56	10,182.61	940,081.86	310,419.30	
10/31/05	123,699.64	10,463.53	166,885.16	511,382.72	10,210.14	822,641.19	311,258.47	
11/30/05	124,033.15	10,491.74	167,335.11	534,616.78	10,237.67	846,714.45	312,097.67	
12/31/05	124,393.83	10,522.25	167,821.70	861,368.68	10,267.44	1,174,373.90	313,005.22	
01/31/06	111,512.01	10,553.35	168,317.80	977,684.72	10,297.80	1,278,365.68	300,680.96	
02/28/06	111,927.45	10,588.46	168,877.74	942,809.05	10,332.05	1,244,534.75	301,725.70	
03/31/06	112,329.88	10,623.61	169,438.33	885,128.36	10,366.35	1,187,886.53	302,758.17	
04/30/06	112,686.17	10,657.30	169,975.76	1,119,221.16	10,399.23	1,422,939.62	303,718.46	
05/31/06	113,086.59	10,695.17	170,579.77	1,235,981.36	10,436.19	1,540,779.08	304,797.72	
6/30/2006*	113,529.06	10,736.71	171,242.25	1,070,109.11	10,476.72	1,376,093.85	305,984.74	
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 2007 - 2008

General Fund Cash Flow



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PLACENTIA LIBRARY DISTRICT
REVENUE REPORT FOR FUND 707
(Prepared from the Orange County Auditor's Report)
December 17, 2007

OBJECT CODE	DESCRIPTION	FY2007-2008 BUDGETED	FY2007-2008 YTD	FY2006-2007 YTD	FY2007-2008 NOV 2007	FY2006-2007 NOV 2006	FY2007-2008 % REV BUD
6210-00	Prop. Taxes - current secured	1,665,302.00	157,318.30	183,879.76	0.00	183,879.76	9.45%
6210-01	Public Utility	21,000.00	0.00	0.00	0.00	0.00	0.00%
6210-04	Teeter Plan - current delinquent	18,000.00	0.00	0.00	0.00	0.00	
	TOTAL PROP. TAXES - CURRENT SECURED	1,704,302.00	157,318.30	183,879.76	0.00	183,879.76	9.23%
6220	PROP. TAXES - CURRENT UNSECURED	67,582.00	0.00	53,339.06	53,741.28	0.00	0.00%
6230-00	Prop. Taxes - Prior Secured	17,000.00	0.00	0.00	0.00	0.00	
6230-01	Prior year's secured final apportionment	0.00	0.00	17,715.24	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	0.00	0.00	22,608.66	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	17,000.00	0.00	40,323.90	0.00	0.00	0.00%
6240	TOTAL PROP. TAXES PRIOR UNSECURED	750.00	0.00	0.00	0.00	0.00	0.00%
6250	TAXES - SPECIAL DISTRICT AUGMENTATION	6,500.00	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	55,250.00	2,990.08	15,033.41	742.06	2,753.47	5.41%
6280-01	Final supplemental for prior years	0.00	0.00	13,895.25	0.00	0.00	
	TOTAL PROP. TAXES SUPPLEMENTAL - CURREN	55,250.00	2,990.08	28,928.66	742.06	2,753.47	5.41%
6300	PROP. TAXES SUPPLEMENTAL - PRIOR	1,400.00	0.00	2,626.84	0.00	0.00	0.00%
6540	PENALTIES & COSTS ON DELINQUENT TAXES	0.00	0.00	0.00	0.00	0.00	
	TOTAL TAXES	1,852,784.00	160,308.38	309,098.22	54,483.34	186,633.23	8.65%

REVENUE REPORT FOR FUND 707
(Prepared from the Orange County Auditor's Report)
December 17, 2007

OBJECT CODE	DESCRIPTION	FY2007-2008 BUDGETED	FY2007-2008 YTD	FY2006-2007 YTD	FY2007-2008 NOV 2007	FY2006-2007 NOV 2006	FY2007-2008 % REV BUD
6610-00	Interest	44,000.00	3,041.78	15,378.26	4,339.15	3,266.26	6.91%
6610-01/02	Interest - old bond fund	0.00	51.59	3,698.76	0.00	0.00	
6610-23	Interest on impounded taxes released	0.00	0.00	0.00	0.00	0.00	
	TOTAL INTEREST	44,000.00	3,093.37	19,077.02	4,339.15	3,266.26	7.03%
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	17,000.00	7,493.55	6,440.55	0.00	2,207.70	44.08%
6970-01	State - CA Foundation Funds	35,000.00	0.00	0.00	0.00	0.00	
6970-02	State - CA Literacy Campaign	57,000.00	0.00	30,000.00	0.00	30,000.00	0.00%
6970-03	State - LSTA Grant, HIS House	0.00	0.00	9,864.00	0.00	4,864.00	
6970-04	State - ELLI (English Language Intensive) Grant	0.00	0.00	0.00	0.00	0.00	
6970-05	State - Project Grants	0.00	0.00	0.00	0.00	0.00	
6970-07 & 66	State - Timber Yield Apport & ERAF Bailout	10,000.00	0.00	10,259.00	0.00	0.00	
	TOTAL STATE - OTHER GOVERNMENTAL	119,000.00	7,493.55	56,563.55	0.00	37,071.70	6.30%
7130-00	BANKRUPTCY RECOVERY DISTRIBUTIONS	0.00	0.00	0.00	0.00	0.00	
7670-00	Local Revenue	80,000.00	17,239.04	21,429.25	0.00	4,641.98	21.55%
7670-01	Local Revenue -- Passport	250,000.00	36,640.72	53,223.27	0.00	10,675.80	14.66%
7670-02 & 56	Local Revenue -- Non-Gov't. Grants & Gifts	20,000.00	5,000.00	12,500.00	0.00	0.00	
	TOTAL LOCAL REVENUE	350,000.00	58,879.76	87,152.52	0.00	15,317.78	16.82%
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	2,382,784.00	229,775.06	471,891.31	58,822.49	242,288.97	9.64%

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
December 17, 2007

OBJECT CODE	DESCRIPTION	FY2007-2008 BUDGETED	FY2007-2008 YTD	FY2006-2007 YTD	FY2007-2008 NOV 2007	FY2006-2007 NOV 2006	FY2007-2008 % REV BUD
0100-00	Salaries & Wages	1,171,248	490,782.83	481,595.03	88,297.92	91,960.00	41.90%
0200-00	Retirement (Social Security & Pension Contribution)	182,824	37,398.24	37,236.00	6,646.08	6,984.00	20.46%
0301-00	Unemployment Insurance	0	0.00	125.00	0.00	0.00	
0306-00	Health Insurance	105,000	32,265.96	37,558.32	7,570.34	8,131.52	30.75%
0308-00	Dental Insurance	11,000	4,715.81	4,565.00	952.46	926.50	42.87%
0309-00	Life Insurance	1,000	2,802.57	824.85	583.49	0.00	280.26%
0310-00	Accidental Death & Dismemberment Insurance	4,052	1,920.27	1,066.95	369.55	107.00	47.39%
0319-00	Vision Insurance	2,550	892.94	1,240.72	173.89	259.34	35.02%
	Total Employee Insurance	123,602	42,597.55	45,380.84	9,649.73	9,424.36	34.46%
0350	Workers Compensation - General	8,000	2,041.00	17,688.24	0.00	382.87	25.51%
	TOTAL SALARIES & EMPLOYEE BENEFITS	1,485,674	572,819.62	581,900.11	104,593.73	108,751.23	38.56%
0700-00	Communications - Telephone	4,000	1,480.37	2,483.95	921.37	300.24	37.01%
0700-01	Communications - Modem/Fax	5,200	2,262.81	2,778.93	553.23	963.41	43.52%
0700-02	Communications - Internet/Database	3,800	495.06	0.00	0.00	0.00	
0700-05	Communications - Cataloging & Acquisitions Vendor	0	0.00	0.00	0.00	0.00	#DIV/0!
0700-07	Communications - ELLI Grant	0	0.00	0.00	0.00	0.00	
0700-08	Communications - Adult Literacy	1,400	404.86	434.34	99.42	88.85	28.92%
	Total Communications	14,400	4,643.10	5,697.22	1,574.02	1,352.50	32.24%
0900-00	Food - General Fund	500	185.61	302.63	0.00	81.71	37.12%
0900-07	Food - ELLI Grant	0	0.00	0.00	0.00	0.00	
0900-08	Food - Adult Literacy	4,500	630.92	1,328.91	0.00	843.83	14.02%
0090-09	Food - Families for Literacy	0	0.00	0.00	0.00	0.00	
	Total Food	5,000	816.53	1,631.54	0.00	925.54	16.33%

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
December 17, 2007

OBJECT CODE	DESCRIPTION	FY2007-2008 BUDGETED	FY2007-2008 YTD	FY2006-2007 YTD	FY2007-2008 NOV 2007	FY2006-2007 NOV 2006	FY2007-2008 % REV BUD
1000-00	Household Expense	15,000	6,648.28	12,303.46	2,079.69	3,322.89	44.32%
1001-00	Trash	0	0.00	0.00	0.00	0.00	
	Household and Trash	15,000	6,648.28	12,303.46	2,079.69	3,322.89	
1100-00	Insurance - Liability	13,750	14,923.59	0.00	0.00	0.00	108.54%
1300-00	Maintenance of Equipment - General Fund (Other than Computer)	7,500	1,742.18	2,334.50	125.00	380.00	23.23%
1300-01	Maintenance of Equipment - General Fund (Computer)	37,500	12,000.00	13,300.00	0.00	0.00	32.00%
1300-07	Maintenance of Equipment - ELLI Grant	0	0.00	0.00	0.00	0.00	
1300-08	Maintenance of Equipment - Adult Literacy	500	0.00	1,048.50	0.00	816.00	0.00%
1300-09	Maintenance of Equipment - Families for Literacy	0	0.00	0.00	0.00	0.00	
	Total Maintenance of Equipment	45,500	13,742.18	16,683.00	125.00	1,196.00	30.20%
	HVAC	7,500	3,066.06	2,852.96	169.00	770.00	40.88%
	Carpet Cleaning	2,750	0.00	0.00	0.00	0.00	0.00%
	Groundskeeping, City of Placentia	16,000	6,195.55	7,543.17	0.00	1,547.97	38.72%
	Plumbing	2,500	2,170.26	422.58	431.56	0.00	86.81%
	Electrical	7,000	1,055.00	1,273.00	0.00	0.00	15.07%
	Cleaning Service	18,000	6,625.00	6,500.00	1,500.00	1,500.00	56.81%
	Locksmith	1,000	0.00	73.50	0.00	0.00	0.00%
	Other (Includes Fire Alarm & Extinguishers)	8,000	603.23	3,942.34	0.00	808.00	7.54%
	Total Maintenance of Building & Grounds	62,750	19,715.10	22,607.55	1,900.56	4,425.97	31.42%
1600-00	Memberships - General Fund	4,000	766.95	130.00	257.95	0.00	19.17%
1600-07	Memberships - ELLI Grant	0	0.00	0.00	0.00	0.00	
1600-08	Memberships - Adult Literacy	1,000	30.00	120.00	0.00	0.00	3.00%
1600-09	Memberships - Families for Literacy	0	0.00	0.00	0.00	0.00	
	Total Memberships	5,000	796.95	250.00	257.95	0.00	15.94%
1700-00	Miscellaneous Expense - General Fund	0	0.00	0.00	0.00	0.00	#DIV/0!
1700-07	Miscellaneous Expense - ELLI Grant	0	0.00	0.00	0.00	0.00	
1700-08	Miscellaneous Expense - Adult Literacy	0	0.00	0.00	0.00	0.00	#DIV/0!
1700-09	Miscellaneous Expense - Families for Literacy	0	0.00	0.00	0.00	0.00	
	Total Miscellaneous Expense	0	0.00	0.00	0.00	0.00	#DIV/0!

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
December 17, 2007

OBJECT CODE	DESCRIPTION	FY2007-2008 BUDGETED	FY2007-2008 YTD	FY2006-2007 YTD	FY2007-2008 NOV 2007	FY2006-2007 NOV 2006	FY2007-2008 % REV BUD
1800-00	Library Supplies	22,000	11,805.48	7,950.41	2,757.50	2,600.97	53.66%
	Printing	14,000	6,545.89	4,114.71	205.46	452.25	46.76%
	[Unassigned]	0	0.00	0.00	0.00	0.00	
	Publications	1,100	786.00	45.00	0.00	45.00	71.45%
	Paper	700	589.30	0.00	0.00	0.00	84.19%
	Drinking Water Service	350	161.00	160.00	33.00	32.00	46.00%
	Other Office Supplies	20,000	9,631.44	4,931.42	345.21	1,470.77	48.16%
	Total Office Supply Expense - General Fund	58,150	29,519.11	17,201.54	3,340.97	4,600.99	50.76%
1800-07	ELLI Grant Supply Expense	0	0.00	0.00	0.00	0.00	
1803-00	Printing	2,000	1,663.24	124.99	0.00	0.00	83.16%
	Publications	2,500	213.00	308.80	0.00	210.65	8.52%
	Paper	0	0.00	0.00	0.00	0.00	
	Other Office Supplies	3,000	2,757.36	7,589.46	0.00	0.00	91.91%
	Total Adult Literacy Office Supply Expense	7,500	4,633.60	8,023.25	0.00	210.65	61.78%
1800-09	Supply Expense Families for Literacy	2,000	0.00	0.00	0.00	0.00	0.00%
	Total Office Expense	67,650	34,152.71	25,224.79	3,340.97	4,811.64	50.48%
1803-00	Postage Expense - General Fund	6,800	2,027.19	2,749.09	508.20	0.00	29.81%
1803-01	Postage Expense - LSCA II Grant	0	0.00	0.00	0.00	0.00	
1803-08	Postage Expense - Adult Literacy	100	150.00	0.00	0.00	0.00	150.00%
1803-09	Postage Expense - Families for Literacy	0	0.00	0.00	0.00	0.00	
	Total Postage Expense	6,900	2,177.19	2,749.09	508.20	0.00	31.55%

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
December 17, 2007

OBJECT CODE	DESCRIPTION	FY2007-2008 BUDGETED	FY2007-2008 YTD	FY2006-2007 YTD	FY2007-2008 NOV 2007	FY2006-2007 NOV 2006	FY2007-2008 % REV BUD
	Employee Assistance Program	1,200	239.36	175.00	0.00	35.00	19.95%
	Pension Contribution & Operating Expenses	11,000	6,662.30	5,639.90	4,348.52	0.00	60.57%
	Anaheim Consortium Automated Library System	32,000	1,121.96	0.00	0.00	0.00	3.51%
	Library Board Consultants & Legal	10,000	5,845.00	960.95	5,250.00	0.00	58.45%
	Clipping Service	600	225.00	135.00	90.00	0.00	37.50%
	Interest Allocation & Tax Collection Charges by Orange County	10,000	2,527.65	9,973.71	393.30	459.70	25.28%
	Advertising & Marketing (Including WEB Site)	5,000	2,839.40	2,035.00	515.08	275.00	56.79%
	Medical Exams	2,000	1,697.00	1,552.50	0.00	185.00	84.85%
	Collection Services - Accounts Receivable	2,000	581.75	653.10	0.00	170.05	29.09%
	Audit & Accounting Services	10,000	1,116.00	1,562.00	0.00	0.00	11.16%
	Payroll Preparation	5,500	3,281.11	2,057.96	669.52	420.62	59.66%
	Election Expenses	0	0.00	0.00	0.00	0.00	
	Staff Training in Library	4,000	0.00	0.00	0.00	0.00	0.00%
	Other (Includes Contract Storyteller & OCLC)	14,000	5,995.36	7,949.95	3,539.05	150.00	42.82%
1900-00	Total Specialized Services - General Fund	107,300	32,131.89	32,695.07	14,805.47	1,695.37	29.95%
1900-01	Specialized Services - Spanish Literacy	5,000	1,711.58	883.07	201.04	0.00	34.23%
1900-07	Specialized Services - ELLI Grant	0	0.00	0.00	0.00	0.00	
1900-08	Specialized Services - Adult Literacy	14,000	12,090.45	2,900.00	6,298.17	1,050.00	86.36%
1900-09	Specialized Services - Families for Literacy	0	0.00	0.00	0.00	0.00	
1900-18	Tax Collection Services & Fees by Orange County	9,000	0.00	133.35	0.00	0.00	0.00%
1912-00	Total Specialized Services	135,300	45,933.92	36,611.49	21,304.68	2,745.37	33.95%
2000-00	Investment Administrative fees for Orange County	3,000	298.33	2,167.71	57.21	63.98	9.94%
2000-01	Legal Notices - General Fund	1,000	489.24	517.72	0.00	0.00	48.92%
	Legal Notices - LSCA II Grant	0	0.00	0.00	0.00	0.00	
	Total Legal Notices	1,000	489.24	517.72	0.00	0.00	48.92%

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
December 17, 2007

OBJECT CODE	DESCRIPTION	FY2007-2008 BUDGETED	FY2007-2008 YTD	FY2006-2007 YTD	FY2007-2008 NOV 2007	FY2006-2007 NOV 2006	FY2007-2008 % REV BUD
2100-00	Rents/Leases-Equipment	1,800	684.63	654.19	186.23	12.95	38.04%
2200-00	Semi-Annual Bond Payment & Quarterly Energy Loan Payment	110,300	59,365.94	59,365.94	0.00	0.00	53.82%
2300-00	Small Tools/Instruments	0	0.00	0.00	0.00	0.00	
2400-00	Special Department Expense - Miscellaneous	0	0.00	3,497.44	0.00	0.00	
2400-01	Special Department Expense- Books	245,760	29,835.58	20,710.20	0.00	4,361.90	
2400-02	Special Department Expense - Video		3,600.40	10,689.66	710.92	(45.24)	
2400-03	Special Department Expense - Electronic		26,274.56	20,911.50	937.00	1,800.00	
2400-04	Special Department Expense - Periodicals		626.92	6,149.45	109.20	6,011.60	
2400-05	Special Department Expense - Audio		5,637.40	9,640.45	358.40	3,212.58	
2400-07	Special Department Expense - ELLI Grant		408.05	0.00	0.00	0.00	
2400-08	Special Department Expense - Adult Literacy	2,000	700.50	348.40	0.00	0.00	35.03%
2400-09	Special Department Expense - Families for Literacy		0.00	0.00	0.00	0.00	
	Total Special Department Expense	247,760	67,083.41	71,947.10	2,115.52	15,340.84	27.08%
2600-00	Transportation/Travel - Local Mileage	2,500	777.10	1,043.78	426.21	183.55	
2700-00	Transportation/Travel - Meetings, Staff Out of Town	10,500	5,264.60	6,634.64	2,181.21	5,119.08	50.14%
2700-01	Transportation/Travel - Meetings, Staff Local	7,500	1,676.49	3,056.87	55,332.46	1,078.47	22.35%
2700-02	Transportation/Travel - Meetings, Board Out of Town	3,000	1,100.00	569.70	0.00	569.70	36.67%
2700-03	Transportation/Travel - Meetings, Board Local	1,500	2,907.80	83.00	14.00	22.00	193.85%
2700-04	Transportation/Travel - Meetings, LSCA II Grant	0	0.00	0.00	0.00	0.00	
2700-07	Transportation/Travel - Meetings, ELLI Grant	0	0.00	0.00	0.00	0.00	#DIV/0!
2700-08	Transportation/Travel - Meetings - Adult Literacy	1,000	142.40	503.40	18.00	45.00	
2700-09	Transportation/Travel - Meetings - Families for Literacy	0	0.00	0.00	0.00	0.00	
	Total Transportation/Travel - Meetings	23,500	11,091.29	10,847.61	57,545.67	6,834.25	47.20%
2801-00	Electricity	65,000	20,131.62	32,415.07	0.00	7,543.64	30.97%
2802-00	Gas	9,000	2,409.44	3,744.61	982.87	1,090.51	26.77%
2803-00	Water	6,000	2,833.03	2,804.24	477.32	553.25	47.22%
	Total Utilities	80,000	25,374.09	38,963.92	1,460.19	9,187.40	31.72%
	TOTAL SUPPLIES & SERVICES	841,110	308,960.58	309,380.75	92,882.10	50,402.88	36.73%

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
December 17, 2007

OBJECT CODE	DESCRIPTION	FY2007-2008 BUDGETED	FY2007-2008 YTD	FY2006-2007 YTD	FY2007-2008 NOV 2007	FY2006-2007 NOV 2006	FY2007-2008 % REV BUD
3700-00	Taxes, Assessments (Sales Tax & Sewer Assessment)	6,000	0.00	4,594.75	0.00	0.00	0.00%
4000-00	Equipment - General Fund	50,000	20,586.77	24,569.62	3,143.17	845.44	41.17%
4000-07	Equipment - ELLI Grant	0	0.00	0.00	0.00	0.00	
4000-08	Equipment - Adult Literacy	0	5,225.88	0.00	0.00	0.00	
4000-09	Equipment - Families for Literacy	0	0.00	0.00	0.00	0.00	
4000-11	Equipment - County Assigned Fund	0	0.00	0.00	0.00	0.00	
	Total Equipment	50,000	25,812.65	24,569.62	3,143.17	845.44	51.63%
4200-00	Structures/Improvements	0	0.00	0.00	0.00	0.00	
	TOTAL EQUIPMENT EXPENSE	50,000	25,812.65	24,569.62	3,143.17	845.44	51.63%
5200	PROVISION FOR CONTINGENCIES	0	0.00	0.00	0.00	0.00	
5600	INVESTMENT POOL LOSS	0	0.00	0.00	0.00	0.00	
	TOTAL EXPENSES	2,382,784	907,592.85	920,445.23	200,619.00	159,999.55	38.09%
	Spanish Literacy	5,000	1,711.58	883.07	201.04	0.00	34.23%
	ELLI Grant Summary Object Code 07	0	408.05	0.00	0.00	0.00	
	CLC Summary Object Code 08	32,000	24,008.61	14,706.80	6,415.59	3,054.33	75.03%
	FFL Grant Summary Object Code 09	2,000	0.00	0.00	0.00	0.00	0.00%
	TOTAL LITERACY (Excluding Personnel)	39,000	26,128.24	15,589.87	6,616.63	3,054.33	67.00%

10:22 AM
12/13/07
Accrual Basis

**Placentia Library District
Balance Sheet
As of November 30, 2007**

	<u>Nov 30, 07</u>
ASSETS	
Current Assets	
Checking/Savings	
County Exempt - Checking	2,915.77
County Exempt - Savings	17,806.06
General Fund - Checking	4,070.70
General Fund - Savings	8,346.41
Literacy Fund - Savings	14,244.65
Payroll Checking - Wells Fargo	28,164.65
Payroll Checking (CDs) 0028205565	<u>23,624.58</u>
Total Payroll Checking (CDs)	<u>23,624.58</u>
Total Checking/Savings	<u>99,172.82</u>
Total Current Assets	<u>99,172.82</u>
Fixed Assets	
Building and Improvements	2,029,651.00
Equipment and Furniture	626,490.00
Land	81,498.00
xAccum Depr Bldg Impr	-914,597.00
xxAccum Depr Equip Furn	<u>-584,086.00</u>
Total Fixed Assets	<u>1,238,956.00</u>
TOTAL ASSETS	<u><u>1,338,128.82</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Curr Portion capital lease	20,231.00
Curr Portion La Salle	94,952.00
Union Dues Payable	<u>1,496.00</u>
Total Other Current Liabilities	<u>116,679.00</u>
Total Current Liabilities	<u>116,679.00</u>
Long Term Liabilities	
Capital lease payable	147,971.62
LaSalle renovatio lease	<u>144,932.12</u>
Total Long Term Liabilities	<u>292,903.74</u>
Total Liabilities	<u>409,582.74</u>
Equity	
GF 707 Lease payments/loan	72,448.09
Investment in capital assets	825,653.00
Retained Earnings	-47,816.55
Total Capital	68,737.80
Net Income	<u>9,523.74</u>
Total Equity	<u>928,546.08</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,338,128.82</u></u>

As required by Government Code Section 53646(b)(1):
The Placentia Library District is in compliance with its investment policy,
The Placentia Library District meets its expenditure requirements for 6 months,
The Placentia Library District investment accounts are held by California National Bank.

Placentia Library District

10:22 AM

12/13/07

Accrual Basis

Placentia Library District
Profit & Loss by Class
July through November 2007

	County Exempt Fund	General Fund	Literacy Fund	Payroll Fund	Unclassified	TOTAL
Ordinary Income/Expense						
Income						
COE Directors Fund (Friends)	1,500.00	0.00	0.00	0.00	0.00	1,500.00
COE Friends - Summer Reading	5,000.00	0.00	0.00	0.00	0.00	5,000.00
COE Friends Adult Programming	2,000.00	0.00	0.00	0.00	0.00	2,000.00
COE Interest	54.96	0.00	0.00	0.00	0.00	54.96
COE Life Insur Suplmt(EDM)	199.40	0.00	0.00	0.00	0.00	199.40
COE Meeting Room Income	2,527.00	0.00	0.00	0.00	0.00	2,527.00
COE Miscellaneous Income	4.50	0.00	0.00	0.00	0.00	4.50
COE Passport Chck Reimbursement	19,555.35	0.00	0.00	0.00	0.00	19,555.35
COE Staff Appreciation Reimb	480.00	0.00	0.00	0.00	0.00	480.00
COE Test Proctoring Income	897.30	0.00	0.00	0.00	0.00	897.30
GF Bankcard Deposit	0.00	29,385.68	0.00	0.00	0.00	29,385.68
GF Cash Register - Childrens	0.00	335.00	0.00	0.00	0.00	335.00
GF Cash Register - Copy/Debit	0.00	218.52	0.00	0.00	0.00	218.52
GF Cash Register - Fines	0.00	9,885.32	0.00	0.00	0.00	9,885.32
GF Cash Register - Lost Items	0.00	884.08	0.00	0.00	0.00	884.08
GF Cash Register - Misc.	0.00	732.15	0.00	0.00	0.00	732.15
GF cash register - Passport Pho	0.00	11,727.00	0.00	0.00	0.00	11,727.00
GF Cash Register - Reserves	0.00	888.13	0.00	0.00	0.00	888.13
GF Copier coinbox	0.00	1,229.87	0.00	0.00	0.00	1,229.87
GF County Reimbursements	0.00	6,064.96	0.00	0.00	0.00	6,064.96
GF Deposit Correction Income	0.00	254.00	0.00	0.00	0.00	254.00
GF Interest	0.00	107.80	0.00	0.00	0.00	107.80
GF Miscellaneous Income	0.00	778.85	0.00	0.00	0.00	778.85
GF Non Government Grant	0.00	10,340.07	0.00	0.00	0.00	10,340.07
GF Notary	0.00	1,867.00	0.00	0.00	0.00	1,867.00
GF Passport Revenue	0.00	67,993.81	0.00	0.00	0.00	67,993.81
GF State Library Grants	0.00	5,000.00	0.00	0.00	0.00	5,000.00
GF State Library Reimbursements	0.00	7,493.55	0.00	0.00	0.00	7,493.55
LIT Donations	0.00	0.00	585.91	0.00	0.00	585.91
LIT Interest Inc - Savings	0.00	0.00	47.30	0.00	0.00	47.30
PA Wire Transfer from County	0.00	0.00	0.00	484,720.00	0.00	484,720.00
PA Wire Transfer from Paychex	0.00	0.00	0.00	47,852.69	0.00	47,852.69
Total Income	32,218.51	155,185.79	633.21	532,572.69	0.00	720,610.20
Expense						
COE Bank fees	15.50	0.00	0.00	0.00	0.00	15.50
COE Childn's Strytyme (Friends)	400.00	0.00	0.00	0.00	0.00	400.00
COE Childn's Summer Rdnng Prgm	3,265.60	0.00	0.00	0.00	0.00	3,265.60
COE Friend's Director's Fund	698.61	0.00	0.00	0.00	0.00	698.61
COE Friends Adit Prgrm Expense	276.56	0.00	0.00	0.00	0.00	276.56
COE Medical Reimbursement Polic	1,836.19	0.00	0.00	0.00	0.00	1,836.19
COE Meeting Room Maintenance	969.80	0.00	0.00	0.00	0.00	969.80
COE Passport Expenses	20,956.75	0.00	0.00	0.00	0.00	20,956.75
COE Staff Appreciation	740.02	0.00	0.00	0.00	0.00	740.02
GF Bank Fees	0.00	28.00	0.00	0.00	0.00	28.00
GF Bank Return Check Item/Fees	0.00	158.00	0.00	0.00	0.00	158.00
GF Bankcard Service Charge	0.00	1,227.70	0.00	0.00	0.00	1,227.70
GF Equipment (400)	0.00	927.34	0.00	0.00	0.00	927.34
GF Food	0.00	20.82	0.00	0.00	0.00	20.82
GF Household Expenses	0.00	51.59	0.00	0.00	0.00	51.59
GF Library Materials - Audio V	0.00	85.00	0.00	0.00	0.00	85.00
GF Literacy	0.00	902.04	0.00	0.00	0.00	902.04
GF Office Expense	0.00	1,199.35	0.00	0.00	0.00	1,199.35
GF Patron Credit	0.00	13.90	0.00	0.00	0.00	13.90
GF Postage	0.00	0.00	0.00	0.00	0.00	0.00
GF Transfer to COE	0.00	10,942.40	0.00	0.00	0.00	10,942.40
GF Transfer to GF Savings	0.00	18,339.12	0.00	0.00	0.00	18,339.12
GF Transfers to County	0.00	125,060.17	0.00	0.00	0.00	125,060.17
GF Travel CLC Grant	0.00	341.20	0.00	0.00	0.00	341.20
GF Travel Literacy	0.00	71.40	0.00	0.00	0.00	71.40
GF Travel Staff	0.00	696.54	0.00	0.00	0.00	696.54
GF Travel Trustees	0.00	119.00	0.00	0.00	0.00	119.00
PA Bank fees	0.00	0.00	0.00	90.04	0.00	90.04
PA Empl 457 Plan Contribution	0.00	0.00	0.00	35,889.44	0.00	35,889.44
PA Empl Optional Benefit	0.00	0.00	0.00	737.50	0.00	737.50
PA Employee 125 Co-Pay	0.00	0.00	0.00	2,065.47	0.00	2,065.47
PA Employee Life Insurance	0.00	0.00	0.00	219.34	0.00	219.34
PA Payroll Processing Fees	0.00	0.00	0.00	0.00	0.00	0.00
PA Payroll Taxes	0.00	0.00	0.00	121,411.16	0.00	121,411.16
PA Salaries	0.00	0.00	0.00	361,330.91	0.00	361,330.91
Total Expense	29,159.03	160,183.57	0.00	521,743.86	0.00	711,086.46
Net Ordinary Income	3,059.48	-4,997.78	633.21	10,828.83	0.00	9,523.74
Net Income	3,059.48	-4,997.78	633.21	10,828.83	0.00	9,523.74

8:22 AM
12/13/07

**Placentia Library District
Reconciliation Detail
County Exempt - Checking, Period Ending 11/30/2007**

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						6,069.61
Cleared Transactions						
Checks and Payments - 51 Items						
Check	10/3/2007	7527	Caroline Gurkweitz	X	-110.07	-110.07
Check	10/23/2007	7566	Mary Strazdas	X	-30.00	-140.07
Check	10/23/2007	7568	Gloria Shkoler	X	-26.16	-166.23
Check	10/29/2007	7574	Sam's Club	X	-16.66	-182.89
Check	10/30/2007	7576	U.S. Department of ...	X	-134.00	-316.89
Check	10/30/2007	7578	U.S. Department of ...	X	-104.00	-420.89
Check	10/30/2007	7579	U.S. Department of ...	X	-67.00	-487.89
Check	10/30/2007	7577	U.S. Department of ...	X	-67.00	-554.89
Check	10/30/2007	7575	U.S. Department of ...	X	-67.00	-621.89
Check	10/31/2007	7580	U.S. Department of ...	X	-67.00	-688.89
Check	11/1/2007	7581	U.S. Department of ...	X	-127.00	-815.89
Check	11/3/2007	7583	U.S. Department of ...	X	-119.00	-934.89
Check	11/3/2007	7584	U.S. Department of ...	X	-67.00	-1,001.89
Check	11/3/2007	7582	U.S. Department of ...	X	-67.00	-1,068.89
Check	11/5/2007	7588	U.S. Department of ...	X	-67.00	-1,135.89
Check	11/5/2007	7587	U.S. Department of ...	X	-67.00	-1,202.89
Check	11/5/2007	7586	U.S. Department of ...	X	-67.00	-1,269.89
Check	11/5/2007	7585	Sam's Club	X	-17.04	-1,286.93
Check	11/6/2007	7589	U.S. Department of ...	X	-67.00	-1,353.93
Check	11/8/2007	7592	U.S. Department of ...	X	-67.00	-1,420.93
Check	11/8/2007	7590	U.S. Department of ...	X	-67.00	-1,487.93
Check	11/8/2007	7591	U.S. Department of ...	X	-52.00	-1,539.93
Check	11/13/2007	7593	U.S. Department of ...	X	-127.00	-1,666.93
Check	11/13/2007	7594	U.S. Department of ...	X	-52.00	-1,718.93
Check	11/14/2007	7596	U.S. Department of ...	X	-336.00	-2,054.93
Check	11/14/2007	7595	U.S. Department of ...	X	-67.00	-2,121.93
Check	11/15/2007	7599	U.S. Department of ...	X	-127.00	-2,248.93
Check	11/15/2007	7600	U.S. Department of ...	X	-112.00	-2,360.93
Check	11/15/2007	7598	U.S. Department of ...	X	-67.00	-2,427.93
Check	11/17/2007	7602	U.S. Department of ...	X	-560.00	-2,987.93
Check	11/17/2007	7601	U.S. Department of ...	X	-239.00	-3,226.93
Check	11/17/2007	7603	U.S. Department of ...	X	-104.00	-3,330.93
Check	11/17/2007	7604	U.S. Department of ...	X	-67.00	-3,397.93
Check	11/17/2007	7605	U.S. Department of ...	X	-52.00	-3,449.93
Check	11/18/2007	7606	Do Phan	X	-250.00	-3,699.93
Check	11/19/2007	7608	U.S. Department of ...	X	-67.00	-3,766.93
Check	11/19/2007	7607	U.S. Department of ...	X	-52.00	-3,818.93
Check	11/20/2007	7610	Cantemos	X	-400.00	-4,218.93
Check	11/21/2007	7613	Esther P. Guzman	X	-234.58	-4,453.51
Check	11/21/2007	7612	U.S. Department of ...	X	-112.00	-4,565.51
Check	11/21/2007	7611	Do Phan	X	-100.00	-4,665.51
Check	11/24/2007	7615	U.S. Department of ...	X	-67.00	-4,732.51
Check	11/24/2007	7614	U.S. Department of ...	X	-67.00	-4,799.51
Check	11/24/2007	7616	U.S. Department of ...	X	-67.00	-4,866.51
Check	11/26/2007	7618	U.S. Department of ...	X	-186.00	-5,052.51
Check	11/26/2007	7620	U.S. Department of ...	X	-67.00	-5,119.51
Check	11/26/2007	7617	U.S. Department of ...	X	-67.00	-5,186.51
Check	11/26/2007	7619	U.S. Department of ...	X	-67.00	-5,253.51
Check	11/27/2007	7622	U.S. Department of ...	X	-119.00	-5,372.51
Check	11/27/2007	7621	U.S. Department of ...	X	-67.00	-5,439.51
Check	11/27/2007	7623	U.S. Department of ...	X	-67.00	-5,506.51
Total Checks and Payments					-5,506.51	-5,506.51
Deposits and Credits - 16 items						
Deposit	11/1/2007			X	104.00	104.00
Deposit	11/1/2007			X	127.00	231.00
Deposit	11/5/2007			X	280.00	511.00
Deposit	11/10/2007			X	67.00	578.00
Deposit	11/10/2007			X	67.00	645.00
Deposit	11/10/2007			X	134.00	779.00
Deposit	11/10/2007			X	186.00	965.00
Deposit	11/13/2007			X	4.50	969.50
Deposit	11/14/2007			X	67.00	1,036.50
Deposit	11/19/2007			X	67.00	1,103.50
Deposit	11/19/2007			X	716.00	1,819.50

Placentia Library District Reconciliation Detail

County Exempt - Checking, Period Ending 11/30/2007

Type	Date	Num	Name	Clr	Amount	Balance
Deposit	11/20/2007			X	1,559.00	3,378.50
Deposit	11/21/2007			X	112.00	3,490.50
Deposit	11/27/2007			X	67.00	3,557.50
Deposit	11/29/2007			X	194.00	3,751.50
Deposit	11/29/2007			X	295.00	4,046.50
Total Deposits and Credits					4,046.50	4,046.50
Total Cleared Transactions					-1,460.01	-1,460.01
Cleared Balance					-1,460.01	4,609.60
Uncleared Transactions						
Checks and Payments - 13 items						
Check	10/23/2007	7570	Sandra Stark		-556.63	-556.63
Check	10/23/2007	7569	Gaeten Wood		-157.23	-713.86
Check	11/28/2007	7628	U.S. Department of ...		-186.00	-899.86
Check	11/28/2007	7629	U.S. Department of ...		-143.25	-1,043.11
Check	11/28/2007	7626	U.S. Department of ...		-104.00	-1,147.11
Check	11/28/2007	7627	U.S. Department of ...		-67.00	-1,214.11
Check	11/28/2007	7624	Gerald M. Binder, P...		-50.00	-1,264.11
Check	11/29/2007	7631	U.S. Department of ...		-127.00	-1,391.11
Check	11/29/2007	7632	U.S. Department of ...		-67.00	-1,458.11
Check	11/29/2007	7634	U.S. Department of ...		-67.00	-1,525.11
Check	11/29/2007	7635	U.S. Department of ...		-67.00	-1,592.11
Check	11/29/2007	7630	Margo's Flowers		-51.72	-1,643.83
Check	11/29/2007	7633	Elizabeth D Minter		-50.00	-1,693.83
Total Checks and Payments					-1,693.83	-1,693.83
Deposits and Credits - 10 Items						
Check	12/1/2005	6021	Kendal Flowers		0.00	0.00
Check	3/1/2006	6151	Passport Services		0.00	0.00
Check	3/2/2006	6159	Passport Services		0.00	0.00
Check	12/31/2006	6809	Estella A. Wnek		0.00	0.00
Check	8/22/2007	7452	Jim Roberts		0.00	0.00
Check	9/10/2007	7483	Rafael Gomez		0.00	0.00
Check	9/18/2007	7500	Color Tech Screenp...		0.00	0.00
Check	11/15/2007	7597	Cantemos		0.00	0.00
Check	11/20/2007	7609	UPS		0.00	0.00
Check	11/28/2007	7625	Sam's Club		0.00	0.00
Total Deposits and Credits					0.00	0.00
Total Uncleared Transactions					-1,693.83	-1,693.83
Register Balance as of 11/30/2007					-3,153.84	2,915.77
New Transactions						
Checks and Payments - 14 items						
Check	12/1/2007	7637	U.S. Department of ...		-260.00	-260.00
Check	12/1/2007	7636	U.S. Department of ...		-134.00	-394.00
Check	12/4/2007	7641	U.S. Department of ...		-127.00	-521.00
Check	12/4/2007	7639	U.S. Department of ...		-127.00	-648.00
Check	12/4/2007	7640	U.S. Department of ...		-112.00	-760.00
Check	12/5/2007	7642	U.S. Department of ...		-112.00	-872.00
Check	12/5/2007	7643	U.S. Department of ...		-52.00	-924.00
Check	12/6/2007	7644	U.S. Department of ...		-223.00	-1,147.00
Check	12/6/2007	7645	U.S. Department of ...		-127.00	-1,274.00
Check	12/6/2007	7646	U.S. Department of ...		-67.00	-1,341.00
Check	12/8/2007	7647	U.S. Department of ...		-52.00	-1,393.00
Check	12/10/2007	7648	U.S. Department of ...		-67.00	-1,460.00
Check	12/11/2007	7649	Mark Passarella		-67.00	-1,527.00
Check	12/12/2007	7650	U.S. Department of ...		-52.00	-1,579.00
Total Checks and Payments					-1,579.00	-1,579.00
Deposits and Credits - 7 Items						
Deposit	12/1/2007				984.25	984.25
Check	12/4/2007	7638	U.S. Department of ...		0.00	984.25
Deposit	12/4/2007				134.00	1,118.25
Deposit	12/6/2007				52.00	1,170.25

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**Placentia Library District
Reconciliation Detail**
County Exempt - Checking, Period Ending 11/30/2007

Type	Date	Num	Name	Clr	Amount	Balance
Deposit	12/6/2007				112.00	1,282.25
Deposit	12/6/2007				112.00	1,394.25
Deposit	12/7/2007				417.00	1,811.25
Total Deposits and Credits					1,811.25	1,811.25
Total New Transactions					232.25	232.25
Ending Balance					-2,921.59	3,148.02

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**Placentia Library District
Reconciliation Detail
County Exempt - Savings, Period Ending 11/30/2007**

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						16,954.88
Cleared Transactions						
Checks and Payments - 1 Item						
Check	11/5/2007	1577	Greg's Carpet & Up...	X	-174.96	-174.96
Total Checks and Payments					-174.96	-174.96
Deposits and Credits - 17 items						
Deposit	10/27/2007			X	35.00	35.00
Deposit	10/30/2007			X	75.00	110.00
Deposit	11/1/2007			X	19.94	129.94
Deposit	11/10/2007			X	30.00	159.94
Deposit	11/10/2007			X	35.00	194.94
Deposit	11/10/2007			X	75.00	269.94
Deposit	11/14/2007			X	19.94	289.88
Deposit	11/19/2007			X	35.00	324.88
Deposit	11/19/2007			X	60.00	384.88
Deposit	11/20/2007			X	65.00	449.88
Deposit	11/20/2007			X	105.00	554.88
Deposit	11/21/2007			X	30.00	584.88
Deposit	11/27/2007			X	65.00	649.88
Deposit	11/29/2007			X	35.00	684.88
Deposit	11/29/2007			X	125.00	809.88
Deposit	11/30/2007			X	11.26	821.14
Deposit	11/30/2007			X	170.00	991.14
Total Deposits and Credits					991.14	991.14
Total Cleared Transactions					816.18	816.18
Cleared Balance					816.18	17,771.06
Uncleared Transactions						
Deposits and Credits - 1 item						
Deposit	11/14/2007				35.00	35.00
Total Deposits and Credits					35.00	35.00
Total Uncleared Transactions					35.00	35.00
Register Balance as of 11/30/2007					851.18	17,806.06
New Transactions						
Checks and Payments - 1 Item						
Check	12/1/2007	1578	Greg's Carpet & Up...		-174.96	-174.96
Total Checks and Payments					-174.96	-174.96
Deposits and Credits - 3 Items						
Deposit	12/1/2007				19.94	19.94
Deposit	12/6/2007				35.00	54.94
Deposit	12/6/2007				35.00	89.94
Total Deposits and Credits					89.94	89.94
Total New Transactions					-85.02	-85.02
Ending Balance					766.16	17,721.04

*Erin M...
12/13/2007*

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**Placentia Library District
Reconciliation Detail
General Fund - Checking, Period Ending 11/30/2007**

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						5,220.60
Cleared Transactions						
Checks and Payments - 12 items						
Check	10/25/2007	5628	Placentia Chamber ...	X	-54.00	-54.00
Check	10/31/2007	5629	El Torito	X	-22.00	-76.00
Check	10/31/2007		Bank of the West	X	-4.50	-80.50
Check	11/1/2007		Bank of the West	X	-185.12	-265.62
Check	11/11/2007	5631	Sam's Club	X	-237.95	-503.57
Check	11/13/2007	5632	Dave Bourne	X	-85.00	-588.57
Check	11/14/2007	5633	El Torito	X	-12.00	-600.57
Check	11/17/2007	5634	Smart & Final	X	-51.59	-652.16
Check	11/19/2007	5637	Placentia Library G...	X	-2,956.52	-3,608.68
Check	11/19/2007	5635	Placentia Library Di...	X	-1,492.00	-5,100.68
Check	11/19/2007	5636	Placentia Library Di...	X	-105.00	-5,205.68
Check	11/28/2007	5638	Fry's Electronics	X	-313.37	-5,519.05
Total Checks and Payments					-5,519.05	-5,519.05
Deposits and Credits - 35 items						
Check	9/28/2005	5179	Placentia Chamber ...	X	0.00	0.00
Check	6/5/2006	5340	Paolini's A Taste of ...	X	0.00	0.00
Check	12/13/2006	5449	Placentia Chamber ...	X	0.00	0.00
Deposit	11/1/2007			X	182.00	182.00
Deposit	11/2/2007			X	80.00	262.00
Deposit	11/2/2007			X	108.81	370.81
Deposit	11/5/2007			X	108.81	479.62
Deposit	11/5/2007			X	142.00	621.62
Deposit	11/5/2007			X	172.00	793.62
Deposit	11/6/2007			X	230.00	1,023.62
Deposit	11/7/2007			X	160.00	1,183.62
Deposit	11/8/2007			X	90.00	1,273.62
Deposit	11/9/2007			X	137.00	1,410.62
Deposit	11/13/2007			X	29.14	1,439.76
Deposit	11/13/2007			X	157.00	1,596.76
Deposit	11/13/2007			X	160.00	1,756.76
Deposit	11/14/2007			X	603.00	2,359.76
Deposit	11/16/2007			X	339.00	2,698.76
Deposit	11/19/2007			X	152.53	2,851.29
Deposit	11/19/2007			X	160.00	3,011.29
Deposit	11/19/2007			X	513.00	3,524.29
Deposit	11/20/2007			X	38.86	3,563.15
Deposit	11/21/2007			X	10.00	3,573.15
Deposit	11/23/2007			X	110.00	3,683.15
Deposit	11/26/2007			X	112.00	3,795.15
Deposit	11/26/2007			X	116.58	3,911.73
Deposit	11/26/2007			X	234.00	4,145.73
Deposit	11/27/2007			X	481.00	4,626.73
Deposit	11/28/2007			X	142.00	4,768.73
Deposit	11/28/2007			X	272.99	5,041.72
Deposit	11/29/2007			X	244.50	5,286.22
Deposit	11/30/2007			X	232.00	5,518.22
Deposit	11/30/2007			X	310.87	5,829.09
Check	12/6/2007	5641	Sam's Club	X	0.00	5,829.09
Check	12/10/2007	5642	Sam's Club	X	0.00	5,829.09
Total Deposits and Credits					5,829.09	5,829.09
Total Cleared Transactions					310.04	310.04
Cleared Balance					310.04	5,530.64
Uncleared Transactions						
Checks and Payments - 4 items						
Check	12/27/2006	5457	Evergreen Books		-429.19	-429.19
Check	11/21/2007		Bank of the West		-4.50	-433.69
Check	11/29/2007	5640	Placentia Library Di...		-984.25	-1,417.94
Check	11/29/2007	5639	Placentia Chamber ...		-42.00	-1,459.94
Total Checks and Payments					-1,459.94	-1,459.94
Deposits and Credits - 1 Item						

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**Placentia Library District
Reconciliation Detail
General Fund - Checking, Period Ending 11/30/2007**

Type	Date	Num	Name	Clr	Amount	Balance
Check	7/31/2007		Bank of the West		0.00	0.00
Total Deposits and Credits					0.00	0.00
Total Uncleared Transactions					-1,459.94	-1,459.94
Register Balance as of 11/30/2007					-1,149.90	4,070.70
New Transactions						
Checks and Payments - 3 items						
Check	12/10/2007	5643	School of Continuin...		-85.00	-85.00
Check	12/10/2007	5644	Secretary of State		-40.00	-125.00
Check	12/10/2007	5645	Secretary of State		-40.00	-165.00
Total Checks and Payments					-165.00	-165.00
Deposits and Credits - 2 items						
Deposit	12/7/2007				293.95	293.95
Check	12/12/2007	5646	El Torito			293.95
Total Deposits and Credits					293.95	293.95
Total New Transactions					128.95	128.95
Ending Balance					-1,020.95	4,199.65

*Edmund J
12/13/07*

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**Placentia Library District
Reconciliation Detail
General Fund - Savings, Period Ending 11/30/2007**

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						2,377.51
Cleared Transactions						
Checks and Payments - 1 Item						
Check	11/19/2007	1289	Orange County Auditor	X	-11,454.17	-11,454.17
Total Checks and Payments					-11,454.17	-11,454.17
Deposits and Credits - 33 Items						
Deposit	10/30/2007			X	525.00	525.00
Deposit	10/30/2007			X	533.00	1,058.00
Deposit	10/30/2007			X	567.25	1,625.25
Deposit	11/1/2007			X	340.48	1,965.73
Deposit	11/5/2007			X	54.05	2,019.78
Deposit	11/5/2007			X	369.95	2,389.73
Deposit	11/5/2007			X	512.30	2,902.03
Deposit	11/10/2007			X	95.75	2,997.78
Deposit	11/10/2007			X	280.35	3,278.13
Deposit	11/10/2007			X	468.39	3,746.52
Deposit	11/10/2007			X	539.60	4,286.12
Deposit	11/10/2007			X	977.15	5,263.27
Deposit	11/14/2007			X	483.30	5,746.57
Deposit	11/17/2007			X	725.30	6,471.87
Deposit	11/19/2007			X	349.15	6,821.02
Deposit	11/19/2007			X	366.00	7,187.02
Deposit	11/19/2007			X	426.00	7,613.02
Deposit	11/19/2007			X	497.80	8,110.82
Deposit	11/19/2007			X	503.05	8,613.87
Deposit	11/19/2007			X	936.90	9,550.77
Deposit	11/19/2007			X	1,269.50	10,820.27
Deposit	11/20/2007			X	64.35	10,884.62
Deposit	11/20/2007			X	431.90	11,316.52
Deposit	11/20/2007			X	2,956.52	14,273.04
Deposit	11/21/2007			X	480.40	14,753.44
Deposit	11/27/2007			X	251.85	15,005.29
Deposit	11/27/2007			X	252.15	15,257.44
Deposit	11/27/2007			X	262.30	15,519.74
Deposit	11/27/2007			X	554.65	16,074.39
Deposit	11/29/2007			X	204.80	16,279.19
Deposit	11/29/2007			X	638.25	16,917.44
Deposit	11/30/2007			X	2.78	16,920.22
Deposit	11/30/2007			X	502.85	17,423.07
Total Deposits and Credits					17,423.07	17,423.07
Total Cleared Transactions					5,968.90	5,968.90
Cleared Balance					5,968.90	8,346.41
Register Balance as of 11/30/2007					5,968.90	8,346.41
New Transactions						
Deposits and Credits - 12 items						
Deposit	12/4/2007				1,166.20	1,166.20
Deposit	12/5/2007				394.10	1,560.30
Deposit	12/6/2007				141.50	1,701.80
Deposit	12/6/2007				394.55	2,096.35
Deposit	12/6/2007				421.70	2,518.05
Deposit	12/6/2007				619.71	3,137.76
Deposit	12/7/2007				427.70	3,565.46
Deposit	12/7/2007				529.95	4,095.41
Deposit	12/10/2007				584.90	4,680.31
Deposit	12/10/2007				8,052.59	12,732.90
Deposit	12/12/2007				25.10	12,758.00
Deposit	12/12/2007				591.60	13,349.60
Total Deposits and Credits					13,349.60	13,349.60
Total New Transactions					13,349.60	13,349.60

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Placentia Library District
Reconciliation Detail
General Fund - Savings, Period Ending 11/30/2007

Type	Date	Num	Name	Clr	Amount	Balance
Ending Balance					<u>19,318.50</u>	<u>21,696.01</u>

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**Placentia Library District
Reconciliation Detail**
Literacy Fund - Savings, Period Ending 11/30/2007

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						14,235.29
Cleared Transactions						
Deposits and Credits - 1 Item						
Deposit	11/30/2007			X	9.36	9.36
Total Deposits and Credits					9.36	9.36
Total Cleared Transactions					9.36	9.36
Cleared Balance					9.36	14,244.65
Register Balance as of 11/30/2007					9.36	14,244.65
Ending Balance					9.36	14,244.65

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**Placentia Library District
Reconciliation Detail
Payroll Checking - Wells Fargo, Period Ending 11/30/2007**

Type	Date	Num	Name	Cir	Amount	Balance
Beginning Balance						85,548.76
Cleared Transactions						
Checks and Payments - 68 items						
Check	9/5/2007	8282	Rosa De Alba	X	-40.75	-40.75
Check	9/19/2007	8304	Kayla Kawile	X	-117.74	-158.49
Check	10/3/2007	8337	Kayla Kawile	X	-138.52	-297.01
Check	10/3/2007	8348	Truc Nguyen	X	-40.75	-337.76
Check	10/17/2007	8356	Gary Bell	X	-1,586.55	-1,924.31
Check	10/17/2007	8362	Noreth Men	X	-160.32	-2,084.63
Check	10/17/2007	8380	Prepaid Legal Servi...	X	-147.50	-2,232.13
Check	10/17/2007	8361	Kayla Kawile	X	-138.52	-2,370.65
Check	10/17/2007	8369	Amanda Evans	X	-54.34	-2,424.99
Check	10/31/2007		Paychex	X	-28,454.28	-30,879.27
Check	10/31/2007		Paychex	X	-11,565.97	-42,445.24
Check	10/31/2007	8407	Tax Deferred Servic...	X	-1,904.34	-44,349.58
Check	10/31/2007	8406	Nationwide Retirem...	X	-1,153.45	-45,503.03
Check	10/31/2007	8392	Beatrice V. Quintanar	X	-989.23	-46,492.26
Check	10/31/2007	8384	Gary Bell	X	-774.60	-47,266.86
Check	10/31/2007	8393	Hilda Rivera	X	-754.76	-48,021.62
Check	10/31/2007	8388	Alexander Hernandez	X	-678.75	-48,700.37
Check	10/31/2007	8386	Diane Cunningham	X	-596.81	-49,297.18
Check	10/31/2007	8387	David Ferrari	X	-424.18	-49,721.36
Check	10/31/2007	8401	Araceli Ramirez	X	-277.73	-49,999.09
Check	10/31/2007	8385	Dorothy J. Cummings	X	-264.75	-50,263.84
Check	10/31/2007	8408	Orange County Aud...	X	-231.89	-50,495.73
Check	10/31/2007	8403	Sothavy Ton	X	-223.88	-50,719.61
Check	10/31/2007	8400	Buckner Nesheim	X	-193.60	-50,913.21
Check	10/31/2007	8396	Denisse Curiel	X	-190.18	-51,103.39
Check	10/31/2007	8399	Melissa Manzanarez	X	-184.05	-51,287.44
Check	10/31/2007	8404	Joseph Von Regius	X	-163.02	-51,450.46
Check	10/31/2007	8390	Noreth Men	X	-160.32	-51,610.78
Check	10/31/2007	8391	Joe Queriapa	X	-138.52	-51,749.30
Check	10/31/2007	8394	Kelleny Rivera	X	-114.01	-51,863.31
Check	10/31/2007	8398	Danielle Koliboski	X	-112.94	-51,976.25
Check	10/31/2007	8389	Kayla Kawile	X	-110.82	-52,087.07
Check	10/31/2007	8395	Robert Almanza	X	-108.67	-52,195.74
Check	10/31/2007	8397	Paulette Garcia	X	-92.74	-52,288.48
Check	10/31/2007	8405	Placentia Library Di...	X	-19.94	-52,308.42
Check	11/14/2007		Paychex	X	-24,506.58	-76,815.00
Check	11/14/2007		Paychex	X	-11,447.67	-88,262.67
Check	11/14/2007	8413	Wendy G. Goodson	X	-2,067.03	-90,329.70
Check	11/14/2007	8436	Tax Deferred Servic...	X	-1,904.34	-92,234.04
Check	11/14/2007	8409	Gary Bell	X	-1,586.55	-93,820.59
Check	11/14/2007	8435	Nationwide Retirem...	X	-1,153.45	-94,974.04
Check	11/14/2007	8418	Beatrice V. Quintanar	X	-989.23	-95,963.27
Check	11/14/2007	8412	David Ferrari	X	-958.16	-96,921.43
Check	11/14/2007	8419	Hilda Rivera	X	-754.76	-97,676.19
Check	11/14/2007	8414	Alexander Hernandez	X	-643.91	-98,320.10
Check	11/14/2007	8428	Christina Perez	X	-435.50	-98,755.60
Check	11/14/2007	8423	Amanda Evans	X	-362.45	-99,118.05
Check	11/14/2007	8432	Joseph Von Regius	X	-271.69	-99,389.74
Check	11/14/2007	2001	Coleen Wakai	X	-255.52	-99,645.26
Check	11/14/2007	8433	Orange County Aud...	X	-231.89	-99,877.15
Check	11/14/2007	8431	Sothavy Ton	X	-223.88	-100,101.03
Check	11/14/2007	8426	Buckner Nesheim	X	-177.47	-100,278.50
Check	11/14/2007	8416	Noreth Men	X	-160.32	-100,438.82
Check	11/14/2007	8429	Araceli Ramirez	X	-142.68	-100,581.50
Check	11/14/2007	8424	Danielle Koliboski	X	-141.16	-100,722.66
Check	11/14/2007	8420	Kelleny Rivera	X	-119.47	-100,842.13
Check	11/14/2007	8417	Joe Queriapa	X	-90.04	-100,932.17
Check	11/14/2007	8410	Dorothy J. Cummings	X	-86.89	-101,019.06
Check	11/14/2007	8425	Melissa Manzanarez	X	-82.48	-101,101.54
Check	11/14/2007	8427	Truc Nguyen	X	-81.51	-101,183.05
Check	11/14/2007	8422	Denisse Curiel	X	-81.51	-101,264.56
Check	11/14/2007	8421	Robert Almanza	X	-81.51	-101,346.07
Check	11/14/2007	8411	Diane Cunningham	X	-77.83	-101,423.90
Check	11/14/2007	8434	Placentia Library Di...	X	-19.94	-101,443.84
Check	11/28/2007		Paychex	X	-26,577.42	-128,021.26

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12/13/07

Placentia Library District Reconciliation Detail Payroll Checking - Wells Fargo, Period Ending 11/30/2007

Type	Date	Num	Name	Clr	Amount	Balance
Check	11/28/2007		Paychex	X	-11,593.43	-139,614.69
Check	11/28/2007	8441	Alexander Hernandez	X	-668.99	-140,283.68
Check	11/28/2007	8438	Dorothy J. Cummings	X	-238.93	-140,522.61
Total Checks and Payments					-140,522.61	-140,522.61
Deposits and Credits - 5 items						
Check	12/28/2005	5948	Lynn Baden	X	0.00	0.00
Deposit	10/31/2007			X	90.03	90.03
Deposit	10/31/2007			X	159.60	249.63
Deposit	11/7/2007			X	47,472.00	47,721.63
Deposit	11/23/2007			X	47,472.00	95,193.63
Total Deposits and Credits					95,193.63	95,193.63
Total Cleared Transactions					-45,328.98	-45,328.98
Cleared Balance					-45,328.98	40,219.78
Uncleared Transactions						
Checks and Payments - 33 Items						
Check	5/30/2007	7986	Orange County Aud...		-190.20	-190.20
Check	8/22/2007	8210	Lachmi Jaini		-34.15	-224.35
Check	9/5/2007	8276	Thomas Sheridan		-42.81	-267.16
Check	10/17/2007	8372	May Lo		-33.97	-301.13
Check	10/31/2007	8402	Thomas Sheridan		-519.83	-820.96
Check	11/14/2007	8430	Thomas Sheridan		-114.15	-935.11
Check	11/14/2007	8415	Kayla Kawile		-90.04	-1,025.15
Check	11/28/2007	8464	Tax Deferred Servic...		-1,944.34	-2,969.49
Check	11/28/2007	8437	Gary Bell		-1,586.55	-4,556.04
Check	11/28/2007	8463	Nationwide Retirem...		-1,153.45	-5,709.49
Check	11/28/2007	8445	Beatrice V. Quintanar		-977.55	-6,687.04
Check	11/28/2007	8440	David Ferrari		-915.57	-7,602.61
Check	11/28/2007	8446	Hilda Rivera		-754.81	-8,357.42
Check	11/28/2007	8454	Truc Nguyen		-501.30	-8,858.72
Check	11/28/2007	8439	Diane Cunningham		-460.03	-9,318.75
Check	11/28/2007	8451	Paulette Garcia		-277.73	-9,596.48
Check	11/28/2007	8455	Christina Perez		-242.03	-9,838.51
Check	11/28/2007	8443	Noreth Men		-240.48	-10,078.99
Check	11/28/2007	8460	Orange County Aud...		-231.89	-10,310.88
Check	11/28/2007	8450	Raquel Galarza		-202.84	-10,513.72
Check	11/28/2007	8457	Thomas Sheridan		-171.22	-10,684.94
Check	11/28/2007	8449	Rosa De Alba		-163.02	-10,847.96
Check	11/28/2007	8453	Buckner Nesheim		-161.34	-11,009.30
Check	11/28/2007	8459	Natalia Wingert		-150.22	-11,159.52
Check	11/28/2007	8462	Prepaid Legal Servi...		-147.50	-11,307.02
Check	11/28/2007	8442	Kayla Kawile		-138.52	-11,445.54
Check	11/28/2007	8458	Joseph Von Regius		-135.85	-11,581.39
Check	11/28/2007	8447	Kelleny Rivera		-120.51	-11,701.90
Check	11/28/2007	8452	Melissa Manzanarez		-89.99	-11,791.89
Check	11/28/2007	8456	Araceli Ramirez		-85.61	-11,877.50
Check	11/28/2007	8448	Robert Almanza		-81.51	-11,959.01
Check	11/28/2007	8444	Joe Queriapa		-76.18	-12,035.19
Check	11/28/2007	8461	Placentia Library Di...		-19.94	-12,055.13
Total Checks and Payments					-12,055.13	-12,055.13
Total Uncleared Transactions					-12,055.13	-12,055.13
Register Balance as of 11/30/2007					-57,384.11	28,164.65
New Transactions						
Checks and Payments - 32 Items						
Check	12/12/2007		Paychex		-26,622.85	-26,622.85
Check	12/12/2007		Paychex		-11,180.65	-37,803.50
Check	12/12/2007	8494	Tax Deferred Servic...		-1,979.34	-39,782.84
Check	12/12/2007	8465	Gary Bell		-1,586.55	-41,369.39
Check	12/12/2007	8493	Nationwide Retirem...		-1,153.45	-42,522.84
Check	12/12/2007	8473	Beatrice V. Quintanar		-989.23	-43,512.07
Check	12/12/2007	8467	David Ferrari		-905.03	-44,417.10
Check	12/12/2007	8474	Hilda Rivera		-754.76	-45,171.86

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12/13/07

**Placentia Library District
Reconciliation Detail
Payroll Checking - Wells Fargo, Period Ending 11/30/2007**

Type	Date	Num	Name	Clr	Amount	Balance
Check	12/12/2007	8469	Alexander Hernandez		-602.10	-45,773.96
Check	12/12/2007	8484	Truc Nguyen		-501.30	-46,275.26
Check	12/12/2007	8488	Sothavy Ton		-461.75	-46,737.01
Check	12/12/2007	8478	Amanda Evans		-386.52	-47,123.53
Check	12/12/2007	8481	Danielle Koliboski		-294.44	-47,417.97
Check	12/12/2007	8486	Araceli Ramirez		-277.73	-47,695.70
Check	12/12/2007	8466	Diane Cunningham		-233.49	-47,929.19
Check	12/12/2007	8491	Orange County Aud...		-231.89	-48,161.08
Check	12/12/2007	8480	Paulette Garcia		-226.84	-48,387.92
Check	12/12/2007	8483	Buckner Nesheim		-224.68	-48,612.60
Check	12/12/2007	8485	Christina Perez		-224.17	-48,836.77
Check	12/12/2007	8489	Joseph Von Regius		-176.60	-49,013.37
Check	12/12/2007	8487	Evelyn Soqui		-164.74	-49,178.11
Check	12/12/2007	8477	Denisse Curiel		-163.02	-49,341.13
Check	12/12/2007	8482	Melissa Manzanarez		-157.30	-49,498.43
Check	12/12/2007	8475	Kelleny Rivera		-139.97	-49,638.40
Check	12/12/2007	8472	Joe Queriapa		-138.52	-49,776.92
Check	12/12/2007	8479	Raquel Galarza		-137.41	-49,914.33
Check	12/12/2007	8490	Natalia Wingert		-126.88	-50,041.21
Check	12/12/2007	8471	Kayla Kavile		-110.82	-50,152.03
Check	12/12/2007	8476	Robert Almanza		-108.67	-50,260.70
Check	12/12/2007	8468	Denae Frieling		-108.13	-50,368.83
Check	12/12/2007	8470	Gabriel Hernandez		-104.87	-50,473.70
Check	12/12/2007	8492	Placentia Library Di...		-19.94	-50,493.64
Total Checks and Payments					-50,493.64	-50,493.64
Deposits and Credits - 1 item						
Deposit	12/5/2007				47,472.00	47,472.00
Total Deposits and Credits					47,472.00	47,472.00
Total New Transactions					-3,021.64	-3,021.64
Ending Balance					-60,405.75	25,143.01

EDM
12/13/07

ACQUISITIONS REPORT FOR FISCAL YEAR 2007-2008 THROUGH THE MONTH OF NOVEMBER 2007
Prepared by Vernon Napier, 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	\$12,280	921	\$2,721	185	\$15,001	1106	\$127	6	\$15,128	1112
Adult Circulating Non-Fiction	\$13,294	827	\$6,388	308	\$19,682	935	\$190	10	\$19,871	945
Adult Reference	\$3,325	39	\$361	7	\$3,686	46	\$0	0	\$3,686	46
Adult magazines	\$7,210	0	\$0	0	\$7,210	0	\$0	0	\$7,210	0
Adult on-line databases	\$26,765	5	\$0	0	\$26,765	5	\$0	0	\$26,765	5
Total Adult Non-Fiction	\$50,593	871	\$6,749	315	\$57,342	966	\$190	10	\$57,531	996
TOTAL ADULT PRINT MATERIALS	\$62,873	1592	\$9,469	500	\$72,343	2092	\$317	16	\$72,659	2108
Adult Music CDs	\$104	6	\$0	0	\$104	6	\$0	0	\$104	6
Adult Audio Books (incl. Overdrive)	\$7,153	98	\$831	13	\$7,984	111	\$15	1	\$7,999	112
Adult DVDs	\$5,441	345	\$545	28	\$5,986	373	\$1,205	22	\$7,191	395
TOTAL ADULT NON-PRINT MATERIALS	\$12,697	449	\$1,377	41	\$14,074	490	\$1,220	23	\$15,294	513
TOTAL ADULT MATERIALS	\$75,571	2041	\$10,846	541	\$86,417	2,582	\$1,536	39	\$87,953	2,621
Juvenile Fiction	\$3,784	586	\$967	206	\$4,751	772	\$107	13	\$4,858	785
Juvenile Circulating Non-Fiction	\$564	29	\$3,196	233	\$3,760	262	\$0	0	\$3,760	262
Juvenile Reference	\$164	1	\$0	0	\$164	1	\$0	0	\$164	1
Juvenile Magazines	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0
Juvenile on-line databases	\$398	0	\$0	0	\$398	0	\$0	0	\$398	0
Total Junior Non-Fiction	\$1,127	30	\$3,196	233	\$4,323	263	\$0	0	\$4,323	263
TOTAL JUVENILE PRINT MATERIALS	\$4,911	596	\$4,163	439	\$9,074	1,035	\$107	13	\$9,182	1,048
Juvenile Music CDs	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0
Juvenile Audio Books	\$249	8	\$0	0	\$249	8	\$37	1	\$286	9
Juvenile DVDs	\$50	2	\$0	0	\$50	2	\$0	0	\$50	2
TOTAL JUVENILE NON-PRINT MATERIALS	\$298	10	\$0	0	\$298	10	\$37	1	\$335	11
TOTAL JUVENILE MATERIALS	\$5,209	606	\$4,163	439	\$9,373	1045	\$144	14	\$9,517	1059
Total Fiction	\$16,064	1487	\$3,687	391	\$19,752	1878	\$234	19	\$19,986	1897
Total Non-Fiction	\$51,720	701	\$9,945	548	\$61,665	1249	\$190	10	\$61,855	1259
Total Music CDs	\$104	6	\$0	0	\$104	6	\$0	0	\$104	6
Total Audio Books	\$7,401	106	\$831	13	\$8,232	119	\$52	2	\$8,284	121
Total Video DVDs	\$5,490	347	\$545	28	\$6,036	375	\$1,205	22	\$7,241	397
TOTAL MATERIALS	\$80,780	2847	\$15,009	980	\$95,789	3827	\$1,681	53	\$97,470	3880
Outstanding Orders as of September 2007										
General Fund	\$7,673		Adopt-a-book	\$0						
										TOTAL
										\$7,673

Entrepenurial Activities Report
 Net Revenue Summary
 November-07

	Nov-07	Nov-06	YTD 2007-2008	YTD 2006-2007
Passport	10,493.18	10,679.52	64,124.20	65,160.62
Passport Photos	1,380.00	1,450.00	8,260.00	8,410.00
Notary Public	170.00	360.00	1,430.00	1,710.00
Test Proctor	270.00	30.00	867.30	773.60
Total	12,313.18	12,519.52	74,681.50	76,054.22

Prepared by: Wendy Goodson

Summary of Current Status Of Unique Management Accounts
December 17, 2007

Adenda Item 18

FY 07-08	New Accounts	Active Accounts	Paid in full current month	Amount received current month	Written off current month
July	14	1,041	9	464.90	0
August	14	1,050	2	395.19	0
September	14	1,054	2	274	0
October	12	1,059	3	390.64	0
November	9	1,068	2	88.95	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	0
TOTAL YTD	63	5272	18	1613.68	0

UNIQUE MANAGEMENT SERVICES, INC.

CREATED: 12/01/2007 11:13 PM J2

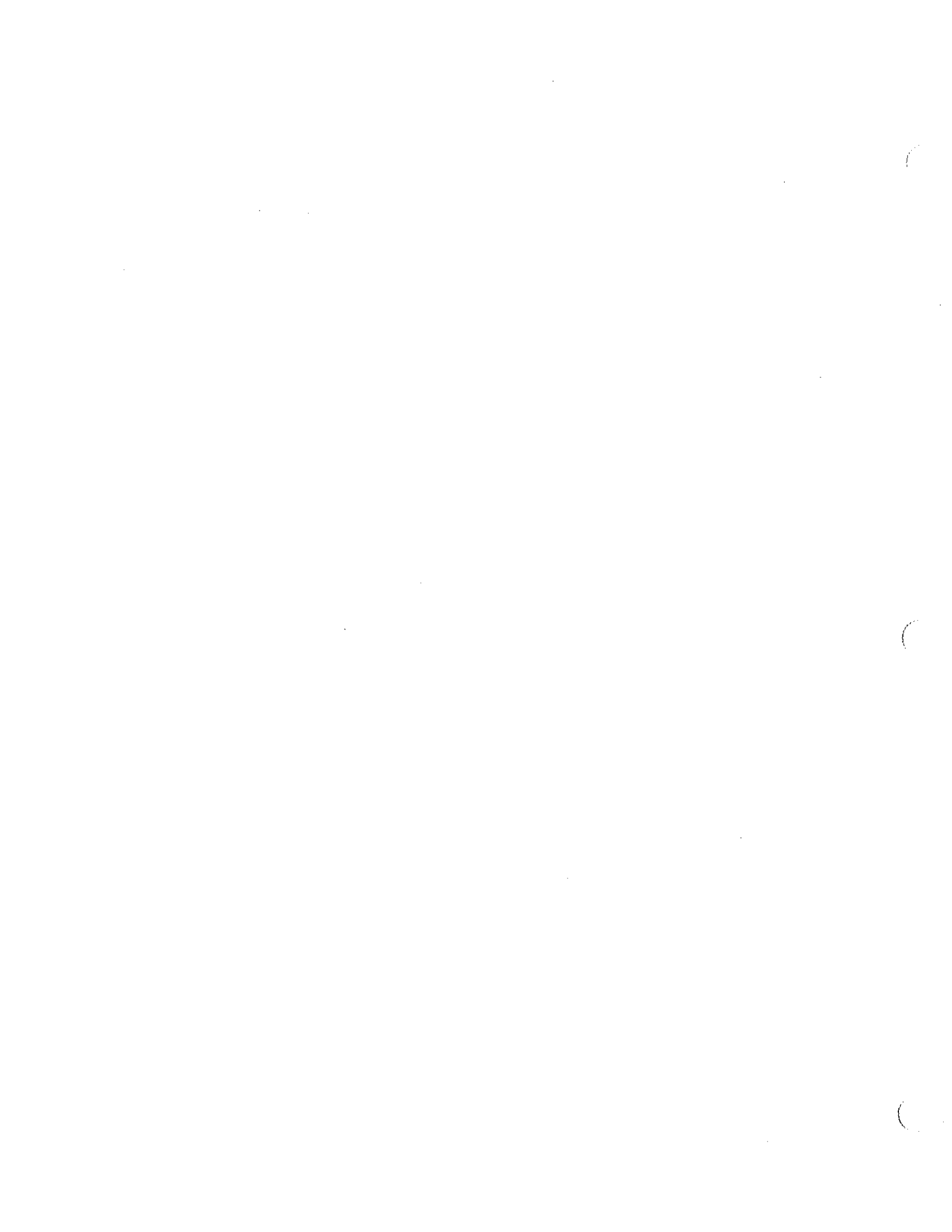
SUMMARY STATUS REPORT

PAGE: 251

MS YESENIA GOMEZ
PLACENTIA LIBRARY DISTRICT
411 EAST CHAPMAN AVENUE
PLACENTIA CA 92870

CREDITOR: 286 -- PLACENTIA LIBRARY DISTRICT
DATES LISTED: 01/01/1900 TO 11/30/2007

Accounts Submitted	: 1,604	Dollars Submitted	: 154,211.15	Dollars Received	: 54,466.70
Bankruptcies	: 14	Dollars in Bankruptcy	: 1,120.96	Material Returned	: 23,761.64
Incorrect Addresses	: 213	Dollars in Skips	: 13,587.78	Dollars Waived	: 5,840.37
Patron Disputes/Suspends	: 1	Dollars in Dispute	: 0.00	Total Activated	: 105,592.42
Accounts in Process	: 1,376	Dollars in Process	: 133,430.73	% of Dollars Activated	: 79.14%
Accounts Activated	: 1,068				
% of Accounts Activated	: 77.62%				



**Donor Report For November 2007
Placentia Library Friends Foundation**

Full Name	Total Cash Donation
Ms. Mary Babcoch	
Dale & Colleen Bartley	
Richard & Rae Beverage	
Ms. Edythe A. Finley	
Jack & Lora Fisher	
Mrs. Barbara Freywald	
Ms. Michelle Hammer- Avelino	
Ms. Linda L. Henderson	
Ms. Patricia A. Higgins	
Mr. & Jorg B. Hummel	
Mr. & Mrs. Stephen J. Kane, Jr.	
Mr. Harold Chih-Chiang Lee	
Mrs. Nobuko Makamura	
Mr. & Mrs. Gary Wm. Mauss	
Mrs. Lois Nettleship	
Barbara Ochoa	
Ms. Emma Lee Price	
Ms. Kathy Redd	
Leonard & Fran Rich	
Ms. Carmen Rodriguez	
Mrs. Martha Rome	
Rose Salem	
Mr. & Mrs. Thomas Schofield	
Dixie Shaw	
Ms. Betty Tramison	
Victoria Villena	
Ms. Coleen Wakai	
Ms. Nancy R. Woods	
Ms. Amy E. Yalda	
	\$835.00

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director
SUBJECT: **Building Maintenance Report for November 2007**
DATE: December 4, 2007

HVAC: 11-1-07 Regular monthly maintenance

Prepared by: Vernon Napier



PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director
SUBJECT: Personnel Report for Nov 2007
DATE: December 17, 2007

RESIGNATIONS:

None

APPOINTMENTS:

None

OPEN POSITIONS:

*Library Clerk I (PT)

*Library Aide (PT)

WORKERS' COMPENSATION LEAVE:

None

Prepared by: Wendy Goodson

BOOKSTORE VOLUNTEERS	HRS./SEPT.	OCT.'07	NOV.'07
Lillian Bart		10	6
Jill Botha	0	0	4
Joyce Byrne	8	10	6
Glennis Clancy	8	10	10
Sandy Davis	8	8	8
Carol Fizzard	10	2	4
Pete Fioroni	6	11	9
Dotty Greninger	6	8	8
Eugenia Hathaway (Gene)	4	4	4
Tammie Haugen	8	8	6
Florence Henderson	0	0	8
Marge Horrocks	0	0	8
Amy Lin	8	8	4
Tippawan Mathong (Tippi)	5	6	6
Ann McLoughlin	0	4	0
Bill Mitchell	6	2	6
Claire Myers	6	6	8
Bob Olson	2	2	2
Carmen Rodriguez	4	8	8
Gerry Sandoval	0	8	6
Rose Salem	8	8	8
Shawn Sorokin	6	6	8
Inez Segovia	6	8	8
Barbara Shears	9	6	4
Pamela Silva			7
Pat Silverman (resigned)	8	4	0
Margo Thum	11	18	12
Jerri Tollefson	0	4	0
Phyllis Wilcox	6	0	6
TOTAL	143	169	174
REGULAR VOLUNTEERS			
Theresa Backes (mends books)	6	12	9
Lynda Baker (sub)	2	4	0
Nadine Blansett	52	27	21
JoAnn Britton (childrens)			5
Cathie Ford (sub)	2	0	4
Jeanette Gardner (History Rm)	22	28.5	8
John Haagen (sort & price)	6	8	1.3
Jack Hanley (sort and price)	8.3	3.5	7.5
Ginny Hausmann (sub)	0	0	2
Barbara Hemmerling (sort & price, sub)	30	20	19
Pat Irot (History Rm, Bookstore, sort & price)	37	33	71
Pat Jertberg (History Rm)	10	11	6
Nancy Lone-Tollefson	40	49	37
Linda Mencken (resigned)	0	0	0
Carol Pence (Sunday Sales)	0	0	0
Eleanore Rankin (sub)	3	5	4
Marie Schmidt (sub) & Hist. Room	34	12	15
Linda Scott (backroom & sub)	0	2	0
Fay Soo (sub)	2	2	2
Barbara Wilson (sort & price)	5	6.25	4.3
Ruth Schafer (sub)	0	0	0
Marge Boelman (processing)	5	1	8
Patty Clugston (videos)	6	7	8
Jean Fitzgerald (check-in)	9	3	12
TOTAL	279.3	234.25	244.1

**Literacy Tutor Report
November 2007**

Last Name	First Name	Key Word	Hours
Almanza	Robert	FWS-F	14
Arellano	Omar	PRREP	6
Arellano	Blanca	PRREP	2
Armstrong	Tiffany	INTERNSHIP	100
Bostwick	James	PRREP	4
Bounds	Diane	ADULT	14
Chhop	Alissa	PRREP	2
Cho	Peter	PRREP	4
Chung	Andy	PRREP	16
Cisneros	Martha	PRREP	28
Curiel	Denisse	FWS-F	12
De Alba	Rosa	FWS-F	12
Dreim	Courney	PRREP	2
Evans	Amanda	FWS-F	30
Fazil	Abraham	PRREP	6
Foster	Elinor	ADULT	2
Fuller	Laura	FWS-W	40
Fuog	Sarah	PRREP	4
Galarza	Raquel	FWS-F	26
Gamboa	Adaly	PRREP	2
Garcia	Paulette	FWS-F	36
Garnant	Victoria	INTERNSHIP	102
Gonzalez	Danny	PRREP	6
Goodman	Dale	ADULT	44
Hamrell	Judy	ADULT	8
Holmes	Nancy	ADULT	4
Huang	Aian	PRREP	12
Hussaini	Ayesha	PRREP	4
Koliboski	Danielle	FWS-F	32
Leslie	Sandra	ADULT	8
Luladey	Ayadew	PRREP	2
Manzanarez	Melissa	INTERNSHIP	120
Mc Grath	Patricia	ADULT	2
Nardin	Linda	ADULT	8
Nesheim	Buckner	FWS-F	24
Nguyen	Truc	FWS-F	80
Perez	Christina	FWS-F	34
Piran	Grizelle	PRREP	10
Ramirez	Araceli	FWS-F	26
Rivera	Kelleny	PRREP	24
Ross	Charlotte	ADULT	8
Rudie	Marlene	ADULT	4
Sargeant	Lynn	ADULT	4
Shah	Anand	PRREP	10
Shah	Raj	PRREP	2
Sheridan	Thomas	FWS-F	12
Shimizu	Ken	ADULT	4
Simpson	Christian	PRREP	2

Soqui	Evelyn	FWS-F	12
Suh	Beom (Stacy)	PRREP	6
Sunnaa	Mohamad	PRREP	2
Tat	Thien	ADULT	4
Ton	Sothavy	FWS-F	34
Von Regius	Joseph	FWS-F	24
Wingert	Natalie	FWS-F	22
Wu	Christian	PRREP	2
Yeh	Kevin	PRREP	2
			1066

Placentia Library District
Circulation Report – November 2007

	November 2007	November 2006	Y-T-D 2007	Y-T-D 2006	Y-T-D % change
1st Time Checkouts	15,335	15,339	88,206	79,376	10.0%
Phone Renewals	1,030	1,027	4,842	4,457	8.0%
In-Building Renewals	664	392	3,869	2,571	33.5%
<u>On-line renewals</u>	1,867	n/a	1,867	n/a	n/a
TOTAL CHECKOUTS	18,896	16,758	98,784	86,404	12.5%
On-Time Checkins	17,567	16,762	100,911	88,935	11.9%
<u>Late Checkins</u>	1,353	1,302	<u>5,953</u>	<u>5,503</u>	<u>7.6%</u>
TOTAL CHECKINS	18,920	18,064	106,864	94,438	11.6%
Holdings Placed	614	420	3,336	2,567	23.1%
Holdings Cancelled	18	14	61	90	-47.5%
Holdings Filled	480	350	2,547	2,024	20.5%
NEW PATRON REGISTRATIONS	247	343	1,430	1,739	-21.6%
CIRCULATION BY TYPE OF MATERIAL					
Adult Print	6,037	5,676	33,276	31,098	6.5%
Juvenile Print	7,162	7,637	40,366	37,002	8.3%
Audio	1,131	1,147	5,688	5,567	2.1%
<u>Visual</u>	4,558	3,616	<u>26,589</u>	<u>19,694</u>	<u>25.9%</u>
TOTAL CIRCULATION	18,888	18,076	105,919	93,361	11.9%
CIRCULATION BY PLACE OF RESIDENCE					
Placentia residents	10,707	10,278	61,052	52,929	13.3%
<i>Placentia residents (as a percentage)</i>	<i>56.7%</i>	<i>56.9%</i>	<i>57.6%</i>	<i>56.7%</i>	
Anaheim residents	3,358	3,572	19,183	14,462	24.6%
<i>Anaheim residents (as a percentage)</i>	<i>17.8%</i>	<i>19.8%</i>	<i>18.1%</i>	<i>15.5%</i>	
Non-residents (includes Anaheim)	8,181	7,798	44,867	40,432	9.9%
<i>Non-residents (as a percentage)</i>	<i>43.3%</i>	<i>43.1%</i>	<i>42.4%</i>	<i>43.3%</i>	
TYPES OF ACTIVE BORROWERS					
Adult	13,986	13,297			
Young Adult	268	377			
Juvenile	2,410	2,963			
New Borrower	1,009	1,125			
Reciprocal borrowers	136	n/a			
Gold Members	535	n/a			
<u>Other (staff)</u>	541	323			
TOTAL ACTIVE BORROWERS *	18,885	18,085			
TOTAL REGISTERED BORROWERS **	34,225	30,881			
ATTENDANCE	47,409	48,848	258,606	235,187	9.1%

* Active borrowers have used the Library this month

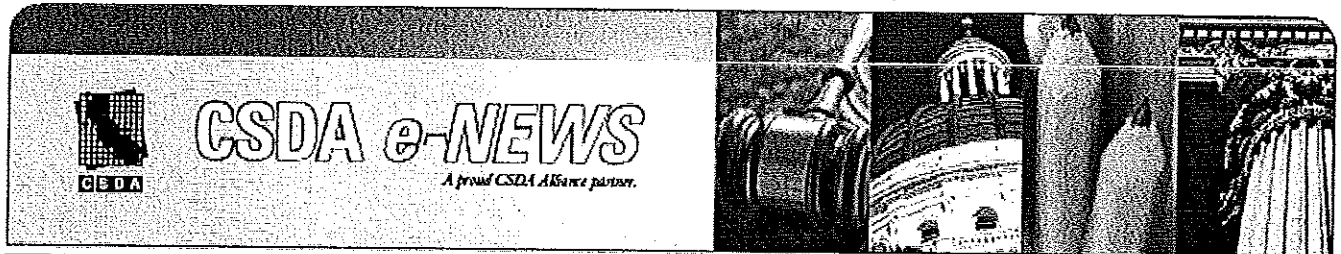
** Registered borrowers have used the Library within the past 12 months



Elizabeth Minter

From: Neil McCormick [neilm@csla.net]
Sent: Tuesday, November 13, 2007 11:13 AM
To: eminter@placentialibrary.org
Subject: CSDA e-News for the week of November 12, 2007

If this email does not display properly, please view our [online version](#).
To ensure receipt of our email, please add 'CSDA@informz.net' to your address book.



November 13, 2007

Specter of Prop 1A Rises From Healthcare Reform Talks



With all the discussion surrounding a renewed healthcare reform compromise, not many considered Proposition 1A in the talks. But in a press conference regarding the renewed talks on healthcare reform on Tuesday, Speaker of the Assembly

Fabian Nunez raised the issue of Prop 1A, not as a financing tool for healthcare but as a possible roadblock to any reform effort. [Read more about Prop 1A and healthcare reform...](#)

Education

2007 CSDA Annual Conference Photos Online Now!

This year's Annual Conference and Exhibitor Showcase was another great success, boasting the highest attendance ever! Photos from the event are now available to view online. Visit the CSDA website at <http://www.csla.net/images/album/index1.htm> and view some of the highlights of this year's event.

Join us in Irvine in 2008, where the annual conference theme will be e-District: embracing technology. Be sure to read each issue of the CSDA e-News for more information!

Membership

It's Membership Renewal Time

Thank you for your membership in CSDA! Your support through membership has brought your association to a place

In this issue...

[Specter of Prop 1A Rises From Healthcare Reform Talks](#)

[2007 CSDA Annual Conference Photos Online Now!](#)

[It's Membership Renewal Time](#)

[Now Available! CSDA 2007-08 Administrative Salary & Benefits Survey](#)

[Now Available! CSDA 2007-08 Updated Sample Policy Handbook](#)

[Ports to Phase out Dirty Trucks](#)

[Water District Flexing its Muscle to Fight Mussel](#)

Employment

Here are the latest job opportunities posted on the CSDA website:

Transportation Engineer
Transportation Agency for Monterey County

Planning and Resources Chief
Marin County Dept of Parks and Open Space

Special Projects Coordinator
Mission Springs Water District

CSDA Calendar

Jan 24-25
Board Member Training
Emeryville

Feb 7-8
Board Member Training
Manteca

Feb 21
General Manager Training
Auburn

Feb 22
Supervisory Training
Auburn

Sept 22-25
Annual Conference and Exhibitor Showcase
Irvine

[View the complete education calendar here.](#)

FAQ

I'm a CSD. I've been told that I have secret powers that I don't even know about! How do I wield these powers?

[Click here to learn the](#)

Associate Engineer
Mission Springs Water
District

**Planning and Resources
Chief**
Marin County Dept of Parks
and Open Space

**Administrative Services
Manager**
Las Gallinas Valley
Sanitary District

General Manager
Imperial Irrigation District

[View the complete list of
current employment
opportunities here.](#)

For more information on
posting employment
opportunities with CSDA,
call 877.924.CSDA (2732).

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where influence and recognition form the backbone of what drives the beliefs of CSDA and have helped keep us strong in our advocacy efforts. Last week, the 2008 membership renewals were mailed. We thank you in advance for your 2008 dues investment to help your association continue the momentum that has been built. [Read more about the 2008 membership renewals...](#)

Now Available! CSDA 2007-08 Administrative Salary & Benefits Survey

Recruiting and retaining qualified employees is critical to the operational success of special districts. CSDA believes that it is important to understand and take into consideration the competitive nature of salaries and benefits when putting together a comprehensive package that will attract and retain a good team. In response to a growing demand for solid data on the salary and benefits being offered by special districts, CSDA conducts a bi-annual salary and benefits survey to help your district. The 3rd edition of CSDA's Administrative Salary & Benefits Survey is now available! [Read more about the Administrative Salary & Benefits Survey...](#)

Now Available! CSDA 2007-08 Updated Sample Policy Handbook

CSDA's Sample Policy Handbook is designed to help your district set policies and procedures ensuring the smooth operations of both your board and staff. This publication, designed and developed by CSDA, is a comprehensive handbook packed with over 300 pages of current information on policies and procedures that can be used for **YOUR** special district's policy handbook. [Read more about the Sample Policy Handbook...](#)

In the News

Ports to Phase out Dirty Trucks

Harbor commissioners Monday ratified a historic environmental agreement to phase out dirty diesel trucks servicing the nation's largest seaport within five years. The move comes several days after an identical plan, in the form of a tariff, was approved by port authorities in neighboring Los Angeles. The joint initiative will eventually ban pre-2007 diesel rigs from accessing waterfront terminals by Jan. 1, 2012, with exemptions for some emergency vehicles, auto transports, fuel trucks and yard hostlers. [Read more of this story...](#)

Water District Flexing its Muscle to Fight Mussel

Water agencies across Southern California are bracing for the possible arrival of a tiny mussel that could be a big problem. If just one quagga mussel gets into a water system, it could multiply by the hundreds of thousands and eventually cripple infrastructure, decimate fish populations and degrade water quality. Many believe now is the time to act to either keep the