

AGENDA
PLACENTIA LIBRARY
DISTRICT
BOARD OF TRUSTEES
UNUSUAL DATE MEETING








September 20, 2018
6:30 p.m.
History Room

Mission Statement:

Placentia Library District provides lifelong learning and reading opportunities that inspire, open minds, and bring our community together.

The Centennial Vision Statement:

The Vision of the Trustees is intended to help celebrate the 100-year anniversary of the District.

-  We will be the place where the community “sees and experiences” the technical edge and premier programming.
-  We will renovate and expand our Library.
-  We will remain financially self-sufficient.
-  We will seek strong community support.
-  We will reach our community with an active marketing plan.
-  We will increase the percentage of our operating budget that supports establishing the premier collection in Orange County.
-  We will plan for maintaining our qualified and professional staff.

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 200.*

PLEDGE OF ALLEGIANCE Library Board President

CALL TO ORDER

1. Call to Order Library Board President
2. Roll Call Recorder
3. Adoption of Agenda

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

Presentation: Library Director
Recommendation: Adopt by Motion

4. Oral Communications

Members of the public may address the Library Board of Trustees on any matter within the jurisdiction of the Board. Presentations by the public are limited to 5 minutes per person. Members of the public are also permitted to address the Library Board of Trustees on specific Agenda Items before and at the time that an Item is being considered by the Board. Action may not be taken on items not on the Agenda except in emergencies or as otherwise authorized. Reference: California Government Code Sections 54954.3, 54954.2(b).

TRUSTEE & ORGANIZATIONAL REPORTS

5. Board President Report - oral

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

6. Trustee Reports

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

7. Library Director Report

8. Placentia Library Friends Foundation Board of Director's Report

CONSENT CALENDAR (Items 9 – 22)

Presentation: Library Director

Recommendation: Approve by Motion

Items 9 – 22 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 July 16, 2018 Library Board of Trustees Meetings. (Receive & File and Approve)

CASH FLOW ANALYSIS (Items 10 – 11)

10. Check Register for July and August 2018. (Receive & File and Approve)

11. FY2017-2018 & FY2018-2019 Cash Flow Analysis through August 2018; the Schedule of Anticipated Property Tax Revenues for FY2017-2018 & FY2018-2019 as provided by the Orange County Auditor. (Receive & File).

TREASURER'S REPORTS (Items 12 – 15)

12. Financial Reports for July and August 2018 for Placentia Library District Accounts on Deposit with the Orange County Treasurer. (Receive & File)

13. Balance Sheet for June, July and August 2018. (Receive & File)

14. Acquisitions Report for July and August 2018. (Receive & File)

15. Entrepreneurial Activities Report for July and August 2018. (Receive & File)

GENERAL CONSENT REPORTS (Items 16 – 18)

16. Personnel Report for July and August 2018. (Receive, File, and Ratify Appointments)

17. Circulation Report for July and August 2018. (Receive & File)

18. Review of Shared Maintenance Costs with the City of Placentia under the JPA. (Receive & File)

STAFF REPORTS (Items 19 – 22)

19. Administration Report for July and August 2018.
20. Children's Services Report for July and August 2018.
21. Adult Services Report for July and August 2018.
22. Placentia Library Web Site & Technology Report for July and August 2018.

NEW BUSINESS

23. Library staff will provide a report on their attendance at the American Library Association Conference.
24. Travel Authorization for Technology Manager to attend the Internet Librarian Conference in Monterey, California, October 16-18, 2018.
25. Request for Naming of Storytime Alcove to honor Virginia and Norman Haussmann
26. Ratification of Davis Farr service as approved at the September 28, 2015 Board Meeting
27. Ratification of Best, Best & Krieger service as approved at the March 18, 2008 Board Meeting.
28. President Carline will provide an update on the Joint Use Agreement Committee's work.
29. Director Contreras will provide an update on the Renovation project.

ADJOURNMENT

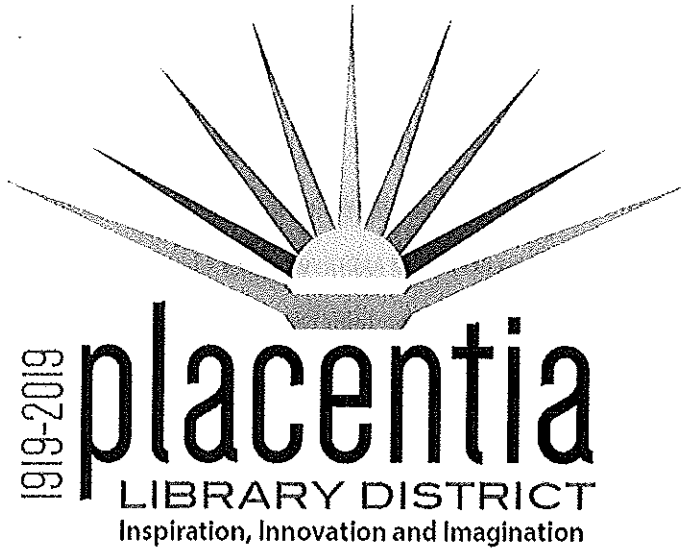
31. Agenda Preparation for the October Date Meeting which will be held on October 15, 2018 unless re-scheduled by the Library Board of Trustees.
32. Review of Action Items.
No action or discussion shall be taken on any item not appearing on the posted Agenda, unless authorized by law.
33. Adjourn

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

I, Alyssa Stolze, Administrative Assistant of the Placentia Library District, hereby certify that the Agenda for the September 20, 2018 Unusual Date Meeting of the Library Board of Trustees of the Placentia Library District was posted on September 17, 2018.



Alyssa Stolze, Administrative Assistant



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MINUTES
PLACENTIA LIBRARY DISTRICT
REGULAR DATE MEETING OF THE BOARD OF TRUSTEES
JULY 17TH, 2018

CALL TO ORDER

President Carline called the Regular Date Meeting of the Placentia Library District (PLD) Board of Trustees to order on July 17th, 2018 at 6:30 pm.

Members Present: President Gayle Carline, Secretary Jo-Anne Martin, Trustee DeVecchio, Trustee Al Shkoler, Trustee Elizabeth Minter

Members Absent: None

Staff Present: Jeanette Contreras, Library Director; Yesenia Baltierra, Public Services Manager; Jon Legree, Technology Manager; Timothy Hino, Business Manager; Alyssa Stolze, Administrative Assistant

Guests: None

ADOPTION OF AGENDA

It was motioned by Secretary Martin and seconded by Trustee Shkoler to adopt the Agenda (Item 3).

AYES:	Carline, Martin, DeVecchio, Shkoler, Minter
NOES:	None
ABSENT:	None

ORAL COMMUNICATION

None (Item 4).

BOARD PRESIDENT REPORT

President Carline attended the American Library Association's Annual Conference in New Orleans.

**TRUSTEE &
ORGANIZATIONAL
REPORTS**

Secretary Martin attended a City Council Meeting and the American Library Association's Annual Conference in New Orleans.

Trustee Minter attended the American Library Association's Annual Conference in New Orleans and made note of the Harwood program she attended while there.

Trustee DeVecchio attended the Summer Reading Celebration.

Trustee Shkoler attended the American Library Association's Annual Conference in New Orleans.

**LIBRARY DIRECTOR
REPORT**

Library Director Contreras attended the American Library Association's Annual Conference in New Orleans, a meeting at Placentia Yorba Linda Unified School District to discuss using school identification cards as library cards, and attended a meeting with five other libraries represented to discuss Senate Bill 51. Director Contreras also mentioned that two staff attended a Harwood workshop.

FRIENDS FOUNDATION REPORT	President Sherri Dahl attended Summer Reading Celebration, has been meeting to decide on a fundraising consultant, and has a volunteer meeting scheduled to discuss the renovation with the Friends later this week.
CONSENT CALENDAR	After a handout was given of a more up to date version of Item 13, it was moved by Trustee Minter and seconded by Secretary Martin to approve Agenda Item 9-22. A roll call vote was taken: AYES: Carline, Martin, DeVecchio, Shkoler, Minter NOES: None ABSENT: None
MINUTES FOR THE JUNE 18TH, 2018 BOARD MEETING	Minutes for the June 18 th , 2018 Board of Trustees Meeting were received, approved, and filed. (Item 9)
CASH FLOW ANALYSIS and TREASURER'S REPORTS	Check Registers for June 2018 – received and filed (Item 10) Fund 707 Balance Report for June 2018 – received and filed (Item 11) Financial Reports through June 2018 for Placentia Library District Accounts on Deposit with the Orange County Treasurer and Placentia Library District General Ledger: Summary of Cash and Investments. (Item 12) Balance Sheets for June 2018 – received and filed. (Item 13) Acquisitions Report for June 2018 – received and filed. (Item 14) Service Revenue Report for June 2018 – received and filed. (Item 15)
GENERAL CONSENT REPORTS	Personnel Report for June 2018 – received and filed. (Item 16) Circulation Report for June 2018 – received and filed. (Item 17) Review of Shared Maintenance Costs with the City of Placentia – received and filed. (Item 18)
STAFF REPORTS	Administration Report for June 2018 (Item 19) Children's Services Report for June 2018 (Item 20) Adult Services Report for June 2018 (Item 21) Placentia Library Website Technology Report for June 2018 (Item 22)
DISCUSS AND CONSIDER A PLAQUE FOR THE HISTORY ROOM IN MEMORY OF MARIE SCHMIDT, PAT IROT, AND PAT JERTBERG.	Director Contreras presented Trustee DeVecchio's request to consider a special recognition for Marie Schmidt, Pat Irot and Pat Jertberg by purchasing a bronze plaque with a dedication at the centennial grand re-opening September 14, 2019. It was motioned by President Carline to authorize a bronze plaque with their photo included in the dedication, not to exceed \$3,000, for Marie Schmidt, Pat Irot and Pat Jertberg. It was moved by Trustee DeVecchio and seconded by Trustee Minter. AYES: Carline, Martin, DeVecchio, Shkoler, Minter NOES: None

ABSENT: None

LIBRARY BOARD OF TRUSTEES AUGUST 20, 2018 MEETING.

Director Contreras presented the request to cancel the August 20, 2018 Library Board of Trustee meeting to do not foreseeing agenda items that would need immediate consideration until the September 17th Meeting. It was moved by Trustee DeVecchio and seconded by Trustee Shkoler to cancel the August Board of Trustees Meeting and reconvene at the September 17th Meeting.

AYES: Carline, Martin, DeVecchio, Shkoler, Minter

NOES: None

ABSENT: None

LIBRARY DIRECTOR WILL PROVIDE UPDATES ON THE RENOVATION PROJECT.

Director Contreras presented a folder to each Board Member and P.L.F.F. President Sherri Dahl that will be given out at the upcoming presentations with community partners. Additionally, Director Contreras discussed the limited programs being decided for during the renovation, a meeting with Valtech's art department for a possible opportunity, mentioned the updated flythrough created by eMar studio for the presentations, and the timeline schedule.

REVIEW OF ACTION ITEMS

None.

ADJOURNMENT

The Board of Trustees Regular Date Meeting of July 17th, 2018 was adjourned at 7:04 p.m.

Gayle Carline, President
Library Board of Trustees

Jo-Anne W. Martin, Secretary
Library Board of Trustee



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Placentia Library District
Check Register

Type	Date	Num	Name	July 2018	Memo	Amount
Bill Pmt -Check	07/02/2018	9903	Ambient Environmental		Asbestos Survey	-1,200.00
Bill Pmt -Check	07/02/2018	9904	Baker & Taylor		Books	-5,719.00
Bill Pmt -Check	07/02/2018	9905	Jo Anne Martin		ALA reimbursement	-518.39
Bill Pmt -Check	07/02/2018	9906	Midwest Tape		DVDs	-315.38
Bill Pmt -Check	07/02/2018	9907	O.C. Plumbing		Service call on 6/15/18	-177.50
Bill Pmt -Check	07/02/2018	9908	OverDrive		Annual Subscription	-4,379.25
Bill Pmt -Check	07/02/2018	9909	Placentia-Yorba Linda Unified School Dist		Summer Reading Passport	-177.79
Bill Pmt -Check	07/02/2018	9910	Public Agency Retirement Services		For payroll 6-27-18	-1,808.52
Bill Pmt -Check	07/02/2018	9911	PYLUSD Transportation		Melrose 3rd grade tour transportation	-258.00
Bill Pmt -Check	07/02/2018	9912	SDRMA		Medical Insurance	-25,202.23
Bill Pmt -Check	07/02/2018	9913	SoCalGas		Service 5/16-6/15/18	-682.62
Bill Pmt -Check	07/02/2018	9914	Tim Hino		Reimbursement	-686.47
Bill Pmt -Check	07/02/2018	9915	Time Warner Cable		TV and internet 6/12/18-7/11/18	-369.14
Bill Pmt -Check	07/02/2018	9916	Wonderlic		GAIN assessments	-311.15
Bill Pmt -Check	07/02/2018	9917	Woodruff, Spradlin & Smart		Service	-2,073.00
Check	07/03/2018	9918	Placentia Library District		For Payroll 7/11/18	-60,000.00
Bill Pmt -Check	07/09/2018	9919	Alyssa Stolze		Reimbursement	-263.50
Bill Pmt -Check	07/09/2018	9920	Ana Balderas		Homework Club supplies	-7.22
Bill Pmt -Check	07/09/2018	9921	Coleen Wakal		Reimbursement for Promotion and Conference	-87.22
Bill Pmt -Check	07/09/2018	9922	EBSCO Industries, Inc.		EBSCO package 6/18-6/19	-5,722.00
Bill Pmt -Check	07/09/2018	9923	Envisionware, Inc.		Service for June 2018-May 2019	-900.00
Bill Pmt -Check	07/09/2018	9924	Fernando Maldonado		Reimbursement	-311.48
Bill Pmt -Check	07/09/2018	9925	Gayle Carlina.		ALA Reimbursement	-165.82
Bill Pmt -Check	07/09/2018	9926	Golden State Water Company		Service May-June 2018	-473.20
Bill Pmt -Check	07/09/2018	9927	Ingram Inc		Books	-74.06
Bill Pmt -Check	07/09/2018	9928	Kathy Carn		End of HW Club party	-26.94
Bill Pmt -Check	07/09/2018	9929	Michelle Meades		Reimbursement	-232.50
Bill Pmt -Check	07/09/2018	9930	Midwest Tape		DVDs	-666.55
Bill Pmt -Check	07/09/2018	9931	Pitney Bowes Purchase Power		Postage	-1,020.99
Bill Pmt -Check	07/09/2018	9932	PYLUSD Transportation		Golden Field Trip Transportation	-216.00
Bill Pmt -Check	07/09/2018	9933	SDRMA		Medical for August 2018	-24,906.36
Bill Pmt -Check	07/09/2018	9934	Tim Worden		June 14th SLS Marketing Meeting Mileage	-9.40
Bill Pmt -Check	07/09/2018	9935	U.S. Bank		A/C # 207877000	-44,477.30
Bill Pmt -Check	07/09/2018	9936	Venessa Faber		SRP School Display Reimbursement	-68.34
Bill Pmt -Check	07/09/2018	9937	Wendy Townsend		ALA reimbursement	-239.35
Bill Pmt -Check	07/10/2018	9938	BankCard Center-Bank of the West		Charges from 5/29-6/28/18	-15,828.74
Bill Pmt -Check	07/16/2018	9939	Arcelia Janitorial Service		Maintenance Services for June 2018	-2,880.00
Bill Pmt -Check	07/16/2018	9940	Baker & Taylor		Books	-410.84
Bill Pmt -Check	07/16/2018	9941	Califa		Pronunciator 2018-2019	-1,172.00
Bill Pmt -Check	07/16/2018	9942	Capitol Door Services		Service	-1,805.30
Bill Pmt -Check	07/16/2018	9943	Cintas		Cleaning Supplies	-375.68
Bill Pmt -Check	07/16/2018	9944	City of Placentia		Banner for Renovation Hours 8/20-9/3/18	-175.00
Bill Pmt -Check	07/16/2018	9945	Coleen Wakal		X-Stitch event	-99.33
Bill Pmt -Check	07/16/2018	9946	Estella A Wnek		Mileage Reimbursement	-18.40

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09/10/18
Accrual Basis

Placentia Library District
Check Register

July 2018

Bill Pmt -Check	07/16/2018	9947	Jeanette Contreras	Reimbursement for lunch meeting with Trustees	-70.29
Bill Pmt -Check	07/16/2018	9948	Jon Legree	Reimbursement- extension cords and fuses	-51.11
Bill Pmt -Check	07/16/2018	9949	Jorge Rodriguez	Reimbursement for June 2018 Maintenance Supplie	-72.99
Bill Pmt -Check	07/16/2018	9950	OC Custom Vinyl Graphics & Signs	Remainder of balance for SRC banners	-6.98
Bill Pmt -Check	07/16/2018	9951	Oklahoma Correctional Industries	Microfilm conversion for History Room	-698.65
Bill Pmt -Check	07/16/2018	9952	Placentia Library Foundation	Payout for FY 17-18 Pass-thru	-1,287.00
Bill Pmt -Check	07/16/2018	9953	Public Agency Reirement Services	For 6/22-7/5/18	-2,544.53
Bill Pmt -Check	07/16/2018	9954	Republic Services	Service	-243.77
Bill Pmt -Check	07/16/2018	9955	SDRMA	Additional insurance and iBank certificate	-95.00
Bill Pmt -Check	07/16/2018	9956	Staples Advantage	Supplies	-1,015.85
Bill Pmt -Check	07/16/2018	9957	Time Warner Cable	Services 7/12-8/11/18	-125.50
Bill Pmt -Check	07/16/2018	9958	Unique Management Services, Inc.	June 2018 Services	-223.75
Bill Pmt -Check	07/16/2018	9959	Wendy Townsend	Xmas in July and Book Club Reimbursement	-62.96
Bill Pmt -Check	07/16/2018	9960	Yesenia Baltierra.	Reimbursement	-464.42
Bill Pmt -Check	07/24/2018	9962	Altura Inc. Homeowners Association	Refund for Meeting Room	-130.00
Bill Pmt -Check	07/24/2018	9963	Baker & Taylor	Books	-2,254.55
Bill Pmt -Check	07/24/2018	9964	Bear State	History Room on 7/11/18	-220.00
Bill Pmt -Check	07/24/2018	9965	CALNET3	Service	-412.32
Bill Pmt -Check	07/24/2018	9966	Cintas	Supplies	-783.55
Bill Pmt -Check	07/24/2018	9967	Click Consulting	Managed Services Plan July 2018	-4,000.00
Bill Pmt -Check	07/24/2018	9968	Jeanette Contreras	Reimbursement for Data Usage Feb-June 2018	-268.48
Bill Pmt -Check	07/24/2018	9969	Legacy Integrative Solutions	Printer Services for June	-1,006.15
Bill Pmt -Check	07/24/2018	9970	Magical Solutions Inc.	Hula Dancers	-500.00
Bill Pmt -Check	07/24/2018	9971	Melissa Guzzetta	Computer Workshop on 6-27-18	-85.00
Bill Pmt -Check	07/24/2018	9972	Midwest Tape	DVDs	-183.90
Bill Pmt -Check	07/24/2018	9973	Public Agency Reirement Services	Balderas PARs Contribution	-140.85
Check	07/24/2018	9974	Placentia Library District	Payroll for 7/25/18	-65,000.00
Bill Pmt -Check	07/27/2018	9975	Alyssa Stolze	Reimbursement	-99.38
Bill Pmt -Check	07/27/2018	9976	Bush & Associates, Inc.	May 24-June 17, 2018	-4,945.00
Bill Pmt -Check	07/27/2018	9977	Johnson Controls Security Solutions	Alarm and Camera service for 8/1/18-10/31/18	-2,960.73
Bill Pmt -Check	07/27/2018	9978	Orange County Treasurer-Tax Collector	FY 2018-2019 LAFCO Costs	-2,000.00
Bill Pmt -Check	07/27/2018	9979	SDRMA	Ancillary for August 2018	-2,460.16
Bill Pmt -Check	07/27/2018	9980	SoCalGas	6/15-7/17/18 Charges	-55.21
Bill Pmt -Check	07/27/2018	9981	Staples Advantage	Supplies	-460.45
Check	07/27/2018	9982	Placentia Library District	For Payroll on 8/8/18	-65,000.00
					<u>-366,440.49</u>

Placentia Library District
Check Register

Type	Date	Num	Name August 2018	Memo	Amount
Bill Pmt -Check	08/06/2018	9983	Arcelia Janitorial Service	Janitorial Services 7/1-7/31/18	-2,880.00
Bill Pmt -Check	08/06/2018	9984	Baker & Taylor	Books	-559.91
Bill Pmt -Check	08/06/2018	9985	Cintas	Cleaning Supplies	-353.74
Bill Pmt -Check	08/06/2018	9986	Fernando Maldonado	Reimbursement for July 2018 Teen Programs	-77.95
Bill Pmt -Check	08/06/2018	9987	New Readers Press	Literacy Workbooks PO # 271	-899.93
Bill Pmt -Check	08/06/2018	9988	Pitney Bowes	July 2018 Postage	-1,020.99
Bill Pmt -Check	08/06/2018	9989	Public Agency Reirement Services	Contribution for 7-25-18	-1,836.74
Check	08/08/2018	10486	Tax Deferred Services	For Payroll 8/8/18	-1,295.00
Check	08/08/2018	10483	Placentia Library District	For Payroll 8/8/18	-534.00
Check	08/08/2018	10485	Aflac	For Payroll 8/8/18	-41.35
Check	08/08/2018	10484	Legal Shield	For Payroll 8/8/18	-7.37
Bill Pmt -Check	08/13/2018	9990	Baker & Taylor	Books	-971.23
Bill Pmt -Check	08/13/2018	9991	BankCard Center-Bank of the West	6/29/18-7/28/18 Charges	-7,019.47
Bill Pmt -Check	08/13/2018	9992	Bear State	Service Call	-685.86
Bill Pmt -Check	08/13/2018	9993	Califa	Career Cruising 7/1/18-6/30/19	-786.50
Bill Pmt -Check	08/13/2018	9994	Cintas	Supplies	-678.51
Bill Pmt -Check	08/13/2018	9995	City of Placentia	Monthly Bill	-9,969.30
Bill Pmt -Check	08/13/2018	9996	Coleen Wakai	Refund for Overpayment of Medical Benefits	-50.25
Bill Pmt -Check	08/13/2018	9997	Glasby Maintenance Supply	Maintenance Supplies	-216.90
Bill Pmt -Check	08/13/2018	9998	Golden State Water Company	6/20-7/23/18 Service	-1,076.13
Bill Pmt -Check	08/13/2018	9999	Infogroup	License Agreement July 15, 2018 to July 14, 2019	-7,154.00
Bill Pmt -Check	08/13/2018	10000	Library Ideas	Freegal Music Subscription 7/1/18-6/30/19	-5,974.00
Bill Pmt -Check	08/13/2018	10001	Midwest Tape	DVDs	-1,052.12
Bill Pmt -Check	08/13/2018	10002	OCLC	Annual Subscription	-736.40
Bill Pmt -Check	08/13/2018	10003	OverDrive	Audiobooks/eBooks	-158.97
Bill Pmt -Check	08/13/2018	10004	Placentia-Yorba Linda Unified School Dist	Folders and Inserts	-2,410.52
Bill Pmt -Check	08/13/2018	10005	Placentia Library Foundation	July 2018 Payout	-186.75
Bill Pmt -Check	08/13/2018	10006	Public Agency Reirement Services	For 8-8-18 Payroll	-2,017.51
Bill Pmt -Check	08/13/2018	10007	SDRMA	Medical Benefits for Sept 2018	-24,906.36
Check	08/13/2018	10008	Placentia Library District	For Payroll on 8/22/18	-50,000.00
Bill Pmt -Check	08/13/2018	10009	OC Custom Vinyl Graphics & Signs	Banners for Renovation	-400.83
Bill Pmt -Check	08/21/2018	10010	CALNET3	Monthly Bill	-389.83
Bill Pmt -Check	08/21/2018	10011	Cintas	Supplies	-783.55
Bill Pmt -Check	08/21/2018	10012	Envisionware, Inc.	Annual Maintenance FY 18-19	-4,240.79
Bill Pmt -Check	08/21/2018	10013	Joe Backflow Co.	Annual backflow test	-98.00
Bill Pmt -Check	08/21/2018	10014	Michelle Meades	Cookies for CSI Program	-20.96
Bill Pmt -Check	08/21/2018	10015	Midwest Tape	DVDs	-2,576.67
Bill Pmt -Check	08/21/2018	10016	Placentia Chamber of Commerce	Annual Membership	-305.00
Bill Pmt -Check	08/21/2018	10017	Republic Services	Recycling Service 7/1-7/31/18	-144.25
Bill Pmt -Check	08/21/2018	10018	Rotary_Club of Placentia	Jeanette's Dues	-70.00
Bill Pmt -Check	08/21/2018	10019	Santiago Library Systems	Santiago and Califa FY 18/19 Annual Dues	-560.00
Bill Pmt -Check	08/21/2018	10020	SoCalGas	Services for 7/17/18-8/15/18	-56.44
Bill Pmt -Check	08/21/2018	10021	Staples Advantage	Office Supplies PO #337	-58.78
Bill Pmt -Check	08/21/2018	10022	Unique Management Services, Inc.	July 2018 Services	-125.30

2:05 PM
09/10/18
Accrual Basis

Placentia Library District Check Register

				August 2018		
Bill Pmt -Check	08/21/2018	10023	Venessa Faber	Reimbursement		-70.56
Bill Pmt -Check	08/21/2018	10024	Woodruff, Spradlin & Smart	Services through 7/31/18		-42.00
Bill Pmt -Check	08/28/2018	10025	USPS	Postage for the Fall 2018 eXPLORE		-1,552.18
Check	08/30/2018	10031	Placentia Library District	For Payroll 9-5-18		-50,000.00
Bill Pmt -Check	08/30/2018	10026	Baker & Taylor	Books		-1,414.74
Bill Pmt -Check	08/30/2018	10027	Legacy Integrative Solutions	Services for July 2018		-904.10
Bill Pmt -Check	08/30/2018	10028	Midwest Tape	DVDs		-159.35
Bill Pmt -Check	08/30/2018	10029	SDRMA	Ancillary Benefits for Sept 2018		-2,460.16
Bill Pmt -Check	08/30/2018	10030	Woodruff, Spradlin & Smart	Joint Powers Matter 4/30/18		-892.50
						<u>-192,883.75</u>

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Jeanette Contreras, Library Director

FROM: Timothy Hino, Business Manager

SUBJECT: Fund Balance Report through August 2018 for Placentia Library District Fund 9LX with Orange County Treasurer

DATE: September 20, 2018

Fiscal Year 2018-2019	
07/31/2018	2,515,468.78
8/31/2018	2,518,547.43
9/30/2018	
10/31/2018	
11/30/2018	
12/31/2018	
01/31/2019	
2/28/2019	
3/31/2019	
04/30/2019	
5/31/2019	
6/30/2019	

Fiscal Year 2017-2018	
07/31/2017	2,491,457.82
8/31/2017	2,493,625.46
9/30/2017	2,495,857.28
10/31/2017	2,498,084.78
11/30/2017	2,500,309.42
12/31/2017	2,502,508.82
01/31/2018	2,502,381.29
2/28/2018	2,502,253.65
3/31/2018	2,504,538.94
04/30/2018	2,509,766.98
5/31/2018	2,512,623.18
6/30/2018	2,512,581.20



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PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees

FROM: Jeanette Contreras, Library Director

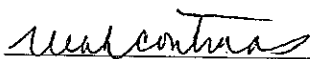
SUBJECT: Financial Reports through July 2018 for the Placentia Library District Accounts on Deposit with the Orange County Treasurer and the Placentia Library District General Ledger

DATE: September 20, 2018

Summary of Cash and Investments as of July 31, 2018

Cash with Orange County Treasurer Fund 9LX	2,515,468.78
<i>(Impact Fees with County - Restricted)</i>	620,037.82
General Fund Checking – Bank of the West	375,380.89
General Fund Savings – Bank of the West	731,131.18
<i>(Impact Fees in Savings – Restricted)</i>	8,446.75
Payroll Checking – Wells Fargo Bank	33,760.46
Total Cash and Investments	3,655,741.31

I hereby certify that the investments are in compliance with Placentia Library District Policy 3035 – Investment of District Funds, as adopted by the Library Board of Trustees, and California Government Code Section 53646(b)(1); and that Placentia Library District has the ability to meet its budgeted expenditures for the next six(6) months.

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Jeanette Contreras
Library Director

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees

FROM: Jeanette Contreras, Library Director

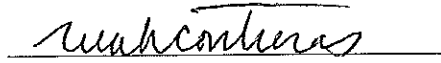
SUBJECT: Financial Reports through August 2018 for the Placentia Library District Accounts on Deposit with the Orange County Treasurer and the Placentia Library District General Ledger

DATE: September 20, 2018

Summary of Cash and Investments as of August 31, 2018

Cash with Orange County Treasurer Fund 9LX	2,518,547.43
<i>(Impact Fees with County - Restricted)</i>	620,037.82
General Fund Checking – Bank of the West	114,860.69
General Fund Savings – Bank of the West	765,143.32
<i>(Impact Fees in Savings – Restricted)</i>	8,446.75
Payroll Checking – Wells Fargo Bank	78,066.64
Total Cash and Investments	3,476,618.08

I hereby certify that the investments are in compliance with Placentia Library District Policy 3035 – Investment of District Funds, as adopted by the Library Board of Trustees, and California Government Code Section 53646(b)(1); and that Placentia Library District has the ability to meet its budgeted expenditures for the next six(6) months.



Jeanette Contreras
Library Director

PLACENTIA LIBRARY DISTRICT

EXPENDITURES REPORT

June 30, 2018

100% of year completed

Final Report

ACCOUNT	DESCRIPTION	APPROPRIATIONS	EXPENDED	CURRENT	REMAINDER
SALARIES & EMPLOYEE BENEFITS					
5010, 5020	Salaries & Wages	1,456,945	1,451,203	1.00	\$5,741.95
5030	Retirement	54,605	25,612	0.47	\$28,993.04
5040	Unemployment Insurance	-	1,288.00	1288.00	(\$1,288.00)
5050	Health Insurance	266,516	251,714	0.94	\$14,802.09
5064	Dental Insurance	17,240	14,043	0.81	\$3,197.08
5060	Life Insurance	8,370	3,701	0.44	\$4,668.95
5066	AD & D Insurance	5,453	5,822	1.07	(\$368.98)
5068	Vision Insurance	3,341	2,788	0.83	\$552.82
5090	Employee Assistance Program	823	-	0.00	\$823.00
5070	Workers' Compensation Insurance	13,952	4,806	0.34	\$9,146.21
	TOTAL	\$1,827,245	\$1,760,977	0.96	\$66,268
SERVICES & SUPPLIES					
5100	Communications	25,000	26,292	1.05	(\$1,292)
5150	Household Expenses	22,000	18,615	0.85	\$3,385
5099	Library Insurance	15,000	14,885	0.99	\$115
5205	Maintenance Expense	30,000	24,795	0.83	\$5,205
5220-5280, 5160, 5180, 5210	Maintenance, Buildings & Improvements	106,000	87,552	0.83	\$18,448
5290	Memberships	10,000	10,540	1.05	(\$540)
5295	Miscellaneous Expense	1,000	-	0.00	\$1,000
5300,5310,5350	Office Expenses & Postage	58,000	64,843	1.12	(\$6,843)
5400	Prof./Specialized Services	122,450	132,220	1.08	(\$9,770)
	Programs	41,000	56,576	1.38	(\$15,576)
5500	Books/Library Materials	255,689	177,139	0.69	\$78,550
5600	Meetings/Professional Development	32,000	46,652	1.46	(\$14,652)
5700	Mileage/Parking	4,500	890	0.20	\$3,610
5800	Utilities	88,000	78,807	0.90	\$9,193
	TOTAL	\$810,639	\$739,806	0.91	\$70,833
	OPERATING EXPENSES	\$2,637,884	\$2,500,783	0.95	\$137,101
FIXED ASSETS & TAXES					
1310	Building & Improvements	\$10,000	-	0.00	\$10,000
4200	Equipment & Furniture	\$10,000	-	0.00	\$10,000
6100	Taxes and Assessments	\$10,000	8,773.00	0.88	\$1,227
	TOTAL	\$30,000	8,773.00	0.29	\$21,227
TOTAL BUDGET		\$2,667,884	\$2,509,556	0.94	\$158,328

PLACENTIA LIBRARY DISTRICT
YTD REVENUE REPORT
June 30, 2018
Final Report

Acct #	DESCRIPTION	BUDGET	YTD ACTUAL	BALANCE	PERCENT % RECEIVED
PROPERTY TAX REVENUE					
4010	Property Taxes - Current Secured	2,122,628	2,286,865	164,237.44	107.7%
4020	Property Taxes - Current Unsecured	59,937	72,245	12,307.63	120.5%
4030	Property Taxes - Prior Secured	0	1	1.39	100.0%
4040	Property Taxes - Prior Unsecured	0	1,024	1,023.55	100.0%
4050	Property Taxes - Curr Supplemental	68,361	67,932	(429.07)	99.4%
4060	Property Taxes - Prior Supplemental	17,186	15,275	(1,911.46)	88.9%
4070	Interest on Unsupport Tax	0	1,846	1,846.14	37350.0%
4080	Penalties & Costs on Delinq Taxes	1,055	16,232	15,177.07	1538.6%
4090	Taxes Special Dist Augmentation	9,036	9,100	64.20	469800.0%
4190	State - Homeowners Property Tax Relief	48,482	13,224	(35,257.52)	27.3%
	Sub Total	2,326,685	2,483,744	157,059.37	106.8%
INTEREST REVENUE					
4600	Interest	8,500	24,517	16,016.73	288.4%
	Sub Total	8,500	24,517	16,016.73	288.4%
GRANT REVENUE					
4210	State Grants	30,000	30,000	0.00	100.0%
	Sub Total	30,000	30,000	0.00	100.0%
MISCELLANEOUS REVENUES					
4420	Newsletter Ads	700	1,750	1,050.00	250.0%
4410	PLFF Grants	51,000	45,880	(5,120.02)	90.0%
4430	Other Revenue	0	1,141	1,140.78	410500.0%
4440	Centennial Renovation	0	13,282	13,282.25	115000.0%
4310	Fines & Fees	0	20,335	20,335.29	1520700.0%
4330, 4320	Passport/Photos	180,000	268,918	88,917.50	149.4%
4340	Meeting Room Fees	4,000	2,755	(1,245.00)	68.9%
4350	Test Proctor	7,000	8,750	1,750.00	125.0%
	Sub Total	242,700	362,811	120,110.80	149.5%
4500	Impact Fees	10,000	8,239	(1,761.35)	82.4%
TOTAL REVENUES YTD FOR FY 17/18:		2,617,885	2,909,311	291,426	111.1%

PLACENTIA LIBRARY DISTRICT

EXPENDITURES REPORT

July 31, 2018

8.33% of year completed

ACCOUNT	DESCRIPTION	APPROPRIATIONS	EXPENDED	CURRENT	REMAINDER
SALARIES & EMPLOYEE BENEFITS					
5010, 5020	Salaries & Wages	1,437,390	142,611.60	0.10	\$1,294,778.40
5030	Retirement	56,500	2,746	0.05	\$53,754.50
5040	Unemployment Insurance	7,000.00	-	0.00	\$7,000.00
5050	Health Insurance	266,515	28,462	0.11	\$238,053.43
5064	Dental Insurance	17,240	1,548	0.09	\$15,692.00
5060	Life Insurance	8,370	368	0.04	\$8,001.69
5066	AD & D Insurance	5,452	625	0.11	\$4,826.73
5068	Vision Insurance	3,340	312	0.09	\$3,027.80
5090	Employee Assistance Program	822	-	0.00	\$822.00
5070	Workers' Compensation Insurance	13,832	496	0.04	\$13,336.45
	TOTAL	\$1,816,461	\$177,168	0.10	\$1,639,293
SERVICES & SUPPLIES					
5100	Communications	24,000	126	0.01	\$23,875
5150	Household Expenses	15,000	1,912	0.13	\$13,088
5099	Library Insurance	15,000	1,367	0.09	\$13,633
5205	Maintenance Expense	20,000	2,157	0.11	\$17,843
5220-5280, 5160, 5180, 5210	Maintenance, Buildings & Improvements	95,000	2,717	0.03	\$92,283
5290	Memberships	9,000	697	0.08	\$8,303
5295	Miscellaneous Expense	2,500	-	0.00	\$2,500
5300,5310,5350	Office Expenses & Postage	55,000	7,387	0.13	\$47,613
5400	Prof./Specialized Services	175,950	9,176	0.05	\$166,774
	Programs	30,000	550	0.02	\$29,450
5500	Books/Library Materials	352,000	15,979	0.05	\$336,021
5600	Meetings/Professional Development	32,940	4,021	0.12	\$28,919
5700	Mileage/Parking	4,000	24	0.01	\$3,976
5800	Utilities	77,000	1,131	0.01	\$75,869
	TOTAL	\$907,390	\$47,244	0.05	\$860,146
	OPERATING EXPENSES	\$2,723,851	\$224,412	0.08	\$2,499,439
FIXED ASSETS & TAXES					
1310	Building & Improvements	\$60,000	-	0.00	\$60,000
4200	Equipment & Furniture	\$60,000	-	0.00	\$60,000
6100	Taxes and Assessments	\$10,000	-	0.00	\$10,000
	TOTAL	\$130,000	-	0.00	\$130,000
TOTAL BUDGET					
		\$2,853,851	\$224,412	0.08	\$2,629,439
*Rollover \$80k to Acct 5500 from FY 17-18					
*Rollover \$10k to Acct 1310 and 4200 each from FY 17-18					

PLACENTIA LIBRARY DISTRICT
YTD REVENUE REPORT
July 31, 2018

Acct #	DESCRIPTION	BUDGET	YTD ACTUAL	BALANCE	PERCENT % RECEIVED
PROPERTY TAX REVENUE					
4010	Property Taxes - Current Secured	2,269,805	11,447	(2,258,358.23)	0.5%
4020	Property Taxes - Current Unsecured	62,335	-	(62,335.00)	0.0%
4030	Property Taxes - Prior Secured	0	-	0.00	0.0%
4040	Property Taxes - Prior Unsecured	0	-	0.00	0.0%
4050	Property Taxes - Curr Supplemental	71,096	8,818	(62,277.97)	12.4%
4060	Property Taxes - Prior Supplemental	0	0	0.23	23.0%
4070	Interest on Unsupport Tax	0	-	0.00	0.0%
4080	Penalties & Costs on Delinq Taxes	1,097	16,061	14,963.83	1464.1%
4090	Taxes Special Dist Augmentation	9,397	-	(9,397.00)	0.0%
4190	State - Homeowners Property Tax Relief	50,421	-	(50,421.00)	0.0%
	Sub Total	2,464,151	36,326	(2,427,825.14)	1.5%
INTEREST REVENUE					
4600	Interest	8,500	-	(8,500.00)	0.0%
	Sub Total	8,500	-	(8,500.00)	0.0%
GRANT REVENUE					
4210	State Grants	30,000	-	(30,000.00)	0.0%
4230	Other Governmental Agencies	20,000	-	-	0.0%
	Sub Total	50,000	-	(50,000.00)	0.0%
MISCELLANEOUS REVENUES					
4420	Newsletter Ads	700	-	(700.00)	0.0%
4410	PLFF Grants	37,000	500	(36,500.00)	1.4%
4430	Other Revenue	50,000	3,725	(46,274.80)	7.5%
4440	Centennial Renovation	0	-	0.00	0.0%
4310	Fines & Fees	16,500	2,097	(14,402.58)	12.7%
4330, 4320	Passport/Photos	124,500	17,421	(107,079.00)	14.0%
4340	Meeting Room Fees	0	85	85.00	8500.0%
4350	Test Proctor	2,500	1,350	(1,150.00)	54.0%
	Sub Total	231,200	25,179	(206,021.38)	10.9%
4500	Impact Fees	10,000	208	(9,791.90)	2.1%
TOTAL REVENUES YTD FOR FY 18/19:		2,763,851	61,713	(2,702,138)	2.2%

PLACENTIA LIBRARY DISTRICT

EXPENDITURES REPORT

August 31, 2018

16.67% of year completed

ACCOUNT	DESCRIPTION	APPROPRIATIONS	EXPENDED	CURRENT	REMAINDER
SALARIES & EMPLOYEE BENEFITS					
5010, 5020	Salaries & Wages	1,437,390	253,675.33	0.18	\$1,183,714.67
5030	Retirement	56,500	6,772	0.12	\$49,728.21
5040	Unemployment Insurance	7,000.00	-	0.00	\$7,000.00
5050	Health Insurance	266,515	51,262	0.19	\$215,253.38
5064	Dental Insurance	17,240	2,859	0.17	\$14,381.04
5060	Life Insurance	8,370	709	0.08	\$7,661.02
5066	AD & D Insurance	5,452	1,170	0.21	\$4,281.64
5068	Vision Insurance	3,340	576	0.17	\$2,764.36
5090	Employee Assistance Program	822	-	0.00	\$822.00
5070	Workers' Compensation Insurance	13,832	991	0.07	\$12,840.90
	TOTAL	\$1,816,461	\$318,014	0.18	\$1,498,447
SERVICES & SUPPLIES					
5100	Communications	24,000	231	0.01	\$23,769
5150	Household Expenses	15,000	3,742	0.25	\$11,258
5099	Library Insurance	15,000	2,734	0.18	\$12,266
5205	Maintenance Expense	20,000	5,174	0.26	\$14,826
5220-5280, 5160, 5180, 5210	Maintenance, Buildings & Improvements	95,000	13,161	0.14	\$81,839
5290	Memberships	9,000	1,324	0.15	\$7,676
5295	Miscellaneous Expense	2,500	-	0.00	\$2,500
5300,5310,5350	Office Expenses & Postage	55,000	13,301	0.24	\$41,699
5400	Prof./Specialized Services	175,950	15,322	0.09	\$160,628
	Programs	30,000	1,542	0.05	\$28,458
5500	Books/Library Materials	352,000	25,313	0.07	\$326,687
5600	Meetings/Professional Development	32,940	4,115	0.12	\$28,825
5700	Mileage/Parking	4,000	24	0.01	\$3,976
5800	Utilities	77,000	2,080	0.03	\$74,920
	TOTAL	\$907,390	\$88,061	0.10	\$819,329
	OPERATING EXPENSES	\$2,723,851	\$406,075	0.15	\$2,317,776
FIXED ASSETS & TAXES					
1310	Building & Improvements	\$60,000	-	0.00	\$60,000
4200	Equipment & Furniture	\$60,000	-	0.00	\$60,000
6100	Taxes and Assessments	\$10,000	-	0.00	\$10,000
	TOTAL	\$130,000	-	0.00	\$130,000
TOTAL BUDGET		\$2,853,851	\$406,075	0.14	\$2,447,776
*Rollover \$80k to Acct 5500 from FY 17-18					
*Rollover \$10k to Acct 1310 and 4200 each from FY 17-18					

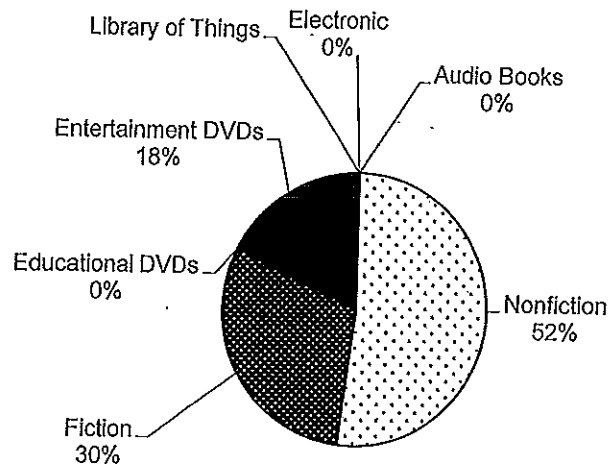
PLACENTIA LIBRARY DISTRICT
YTD REVENUE REPORT
August 31, 2018

Acct #	DESCRIPTION	BUDGET	YTD ACTUAL	BALANCE	PERCENT % RECEIVED
PROPERTY TAX REVENUE					
4010	Property Taxes - Current Secured	2,269,805	11,447	(2,258,358.23)	0.5%
4020	Property Taxes - Current Unsecured	62,335	-	(62,335.00)	0.0%
4030	Property Taxes - Prior Secured	0	-	0.00	0.0%
4040	Property Taxes - Prior Unsecured	0	-	0.00	0.0%
4050	Property Taxes - Curr Supplemental	71,096	9,716	(61,379.65)	13.7%
4060	Property Taxes - Prior Supplemental	0	0	0.23	23.0%
4070	Interest on Unsupport Tax	0	-	0.00	0.0%
4080	Penalties & Costs on Delinq Taxes	1,097	16,061	14,963.83	1464.1%
4090	Taxes Special Dist Augmentation	9,397	-	(9,397.00)	0.0%
4190	State - Homeowners Property Tax Relief	50,421	-	(50,421.00)	0.0%
	Sub Total	2,464,151	37,224	(2,426,926.82)	1.5%
INTEREST REVENUE					
4600	Interest	8,500	-	(8,500.00)	0.0%
	Sub Total	8,500	-	(8,500.00)	0.0%
GRANT REVENUE					
4210	State Grants	30,000	-	(30,000.00)	0.0%
4230	Other Governmental Agencies	20,000	-	-	0.0%
	Sub Total	50,000	-	(50,000.00)	0.0%
MISCELLANEOUS REVENUES					
4420	Newsletter Ads	700	-	(700.00)	0.0%
4410	PLFF Grants	37,000	524	(36,476.24)	1.4%
4430	Other Revenue	50,000	6,658	(43,341.80)	13.3%
4440	Centennial Renovation	0	-	0.00	0.0%
4310	Fines & Fees	16,500	3,888	(12,612.03)	23.6%
4330, 4320	Passport/Photos	124,500	33,683	(90,817.20)	27.1%
4340	Meeting Room Fees	0	230	230.00	23000.0%
4350	Test Proctor	2,500	2,400	(100.00)	96.0%
	Sub Total	231,200	47,383	(183,817.27)	20.5%
4500	Impact Fees	10,000	208	(9,791.90)	2.1%
TOTAL REVENUES YTD FOR FY 18/19:		2,763,851	84,815	(2,679,036)	3.1%

Placentia Library District

ACQUISITIONS REPORT FOR FISCAL YEAR 2018-2019 THROUGH THE MONTH OF JULY 2018

	YTD 2018/19	YTD 2018/19	YTD 2018/19	YTD 2017/18	YTD 2017/18	YTD 2017/18
	Amount	Titles	Volumes	Amount	Titles	Volumes
Total Fiction	\$1,091	82	107	\$623	5	79
Total Non-Fiction	\$1,878	70	156	\$2,099	57	116
Total Electronic	\$0	0	0	\$0	0	0
Total Audio Books	\$0	0	0	\$157	3	3
Total Educational DVDs	\$0	0	0	\$0	0	0
Total Entertainment DVDs	\$642	16	24	\$48	1	1
Total Library of Things	\$0	0	0	\$0	0	0
YTD TOTAL MATERIALS	\$3,611	168	287	\$2,927	66	199
Budget	\$272,000			\$255,689		
% Spent YTD	1%			1%		



The 2017-2018 materials budget was \$255,689. The Library Board approved \$79,387 to rollover into the 2018-2019 fiscal year materials budget.

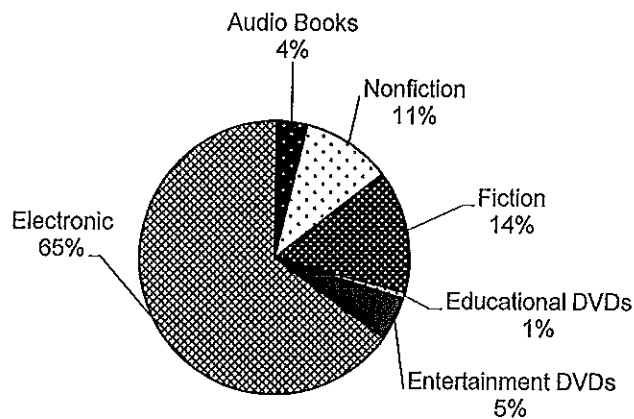
ACQUISITIONS REPORT FOR FISCAL YEAR 2018-2019 THROUGH THE MONTH OF JULY 2018
Prepared by Katie Matas, Librarian I

	GENERAL FUND			ADOPT-A-BOOK/GRANT			TOTAL PURCHASED			DONATED			TOTAL ITEMS		
	Amount	Titles	Volumes	Amount	Titles	Volumes	Amount	Titles	Volumes	Value	Titles	Volumes	Amount	Titles	Volumes
Adult Fiction	\$683	61	64	\$0	0	0	\$683	61	64	\$0	0	0	\$683	61	64
Adult Non-Fiction	\$1,878	70	90	\$0	0	0	\$1,878	70	90	\$0	0	0	\$1,878	70	90
Adult Reference	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0
Adult Magazines	\$0	0	65	\$0	0	0	\$0	0	65	\$0	0	0	\$0	0	65
TOTAL ADULT PRINT MATERIALS	\$2,561	131	219	\$0	0	0	\$2,561	131	219	\$0	0	0	\$2,561	131	219
Adult Music CDs	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0
Adult Audio Books	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0
Adult E-books	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0
Adult Educational DVDs	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0
Adult Entertainment DVDs	\$613	15	23	\$0	0	0	\$613	15	23	\$0	0	0	\$613	15	23
Library of Things	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0
TOTAL ADULT NON-PRINT MATERIALS	\$613	15	23	\$0	0	0	\$613	15	23	\$0	0	0	\$613	15	23
TOTAL ADULT PRINT MATERIALS	\$3,174	146	242	\$0	0	0	\$3,174	146	242	\$0	0	0	\$3,174	146	242
Young Adult Fiction	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0
Young Adult Non-Fiction	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0
Young Adult Reference	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0
TOTAL YOUNG ADULT PRINT MATERIALS	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0
Young Adult Audio Books	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0
Young Adult E-books	\$0	0	0	\$159	4	4	\$159	4	4	\$0	0	0	\$159	4	4
Young Adult Video Games	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0
TOTAL YOUNG ADULT NON-PRINT MATERIALS	\$0	0	0	\$159	4	4	\$159	4	4	\$0	0	0	\$159	4	4
Juvenile Fiction	\$408	21	43	\$0	0	0	\$408	21	43	\$0	0	0	\$408	21	43
Juvenile Non-Fiction	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0
Juvenile Reference	\$0	0	1	\$0	0	0	\$0	0	1	\$0	0	0	\$0	0	1
Juvenile Magazines	\$0	0	1	\$0	0	0	\$0	0	1	\$0	0	0	\$0	0	1
TOTAL JUVENILE PRINT MATERIALS	\$408	21	44	\$0	0	0	\$408	21	44	\$0	0	0	\$408	21	44
Juvenile Music CDs	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0
Juvenile Audio Books	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0
Juvenile E-books	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0
Juvenile Educational DVDs	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0
Juvenile Entertainment DVDs	\$29	1	1	\$0	0	0	\$29	1	1	\$0	0	0	\$29	1	1
TOTAL JUVENILE NON-PRINT MATERIALS	\$29	1	1	\$0	0	0	\$29	1	1	\$0	0	0	\$29	1	1
TOTAL JUVENILE PRINT MATERIALS	\$437	22	45	\$0	0	0	\$437	22	45	\$0	0	0	\$437	22	45
On-line databases	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0
E-books	\$0	0	0	\$159	4	4	\$159	4	4	\$0	0	0	\$159	4	4
TOTAL ELECTRONIC MATERIALS	\$0	0	0	\$159	4	4	\$159	4	4	\$0	0	0	\$159	4	4
Total Fiction	\$1,091	82	107	\$0	0	0	\$1,091	82	107	\$0	0	0	\$1,091	82	107
Total Non-Fiction	\$1,878	70	155	\$0	0	0	\$1,878	70	155	\$0	0	0	\$1,878	70	155
Total Electronic	\$0	0	0	\$159	4	4	\$159	4	4	\$0	0	0	\$159	4	4
Total Audio Books	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0
Total Educational DVDs	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0
Total Entertainment DVDs	\$642	16	24	\$0	0	0	\$642	16	24	\$0	0	0	\$642	16	24
Total Library of Things	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0
TOTAL MATERIALS	\$3,611	168	287	\$159	4	4	\$3,770	172	291	\$0	0	0	\$3,770	172	291

Placentia Library District

ACQUISITIONS REPORT FOR FISCAL YEAR 2018-2019 THROUGH THE MONTH OF AUG. 2018

	YTD 2018/19	YTD 2018/19	YTD 2018/19	YTD 2017/18	YTD 2017/18	YTD 2017/18
	Amount	Titles	Volumes	Amount	Titles	Volumes
Total Fiction	\$3,692	249	294	\$993	200	308
Total Non-Fiction	\$2,710	109	225	\$2,856	92	232
Total Electronic	\$16,494	3	0	\$8,159	0	0
Total Audio Books	\$938	24	24	\$157	124	126
Total Educational DVDs	\$190	4	4	\$29	1	1
Total Entertainment DVDs	\$1,300	35	51	\$962	22	35
Total Library of Things	\$0	0	0	\$0	0	0
YTD TOTAL MATERIALS	\$25,324	424	598	\$13,156	439	702
Budget	\$272,000			\$255,689		
% Spent YTD	9%			5%		



The 2017-2018 materials budget was \$255,689. The Library Board approved \$79,387 to rollover into the 2018-2019 fiscal year materials budget.

ACQUISITIONS REPORT FOR FISCAL YEAR 2018-2019 THROUGH THE MONTH OF AUGUST 2018
Prepared by Katie Matas, Librarian I

	GENERAL FUND			ADOPT-A-BOOK/GRANT			TOTAL PURCHASED			DONATED			TOTAL ITEMS		
	Amount	Titles	Volumes	Amount	Titles	Volumes	Amount	Titles	Volumes	Value	Titles	Volumes	Amount	Titles	Volumes
Adult Fiction	\$2,151	177	182	\$0	0	0	\$2,151	177	182	\$0	0	0	\$2,151	177	182
Total Adult Fiction	\$2,151	177	182	\$0	0	0	\$2,151	177	182	\$0	0	0	\$2,151	177	182
Adult Non-Fiction	\$2,710	109	131	\$0	0	0	\$2,710	109	131	\$0	0	0	\$2,710	109	131
Adult Reference	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0
Adult Non-Fiction	\$0	0	93	\$0	0	0	\$0	0	93	\$0	0	0	\$0	0	93
Total Adult Non-Fiction	\$2,710	109	224	\$0	0	0	\$2,710	109	224	\$0	0	0	\$2,710	109	224
TOTAL ADULT PRINT MATERIALS	\$4,861	286	406	\$0	0	0	\$4,861	286	406	\$0	0	0	\$4,861	286	406
Adult Music CDs	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0
Adult Audio Books	\$938	24	24	\$0	0	0	\$938	24	24	\$0	0	0	\$938	24	24
Adult E-books	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0
Adult Educational DVDs	\$190	4	4	\$0	0	0	\$190	4	4	\$0	0	0	\$190	4	4
Adult Entertainment DVDs	\$949	21	35	\$0	0	0	\$949	21	35	\$0	0	0	\$949	21	35
Library of Things	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0
TOTAL ADULT NON-PRINT MATERIALS	\$2,077	49	63	\$0	0	0	\$2,077	49	63	\$0	0	0	\$2,077	49	63
TOTAL ADULT MATERIALS	\$6,938	335	469	\$0	0	0	\$6,938	335	469	\$0	0	0	\$6,938	335	469
Young Adult Fiction	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0
Total Young Adult Fiction	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0
Young Adult Non-Fiction	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0
Young Adult Reference	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0
Total Young Adult Non-Fiction	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0
TOTAL YOUNG ADULT PRINT MATERIALS	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0
Young Adult Audio Books	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0
Young Adult E-books	\$0	0	0	\$159	4	4	\$159	4	4	\$0	0	0	\$159	4	4
Young Adult Video Games	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0
TOTAL YOUNG ADULT NON-PRINT MATERIALS	\$0	0	0	\$159	4	4	\$159	4	4	\$0	0	0	\$159	4	4
Juvenile Fiction	\$1,541	72	112	\$0	0	0	\$1,541	72	112	\$0	0	0	\$1,541	72	112
Total Juvenile Fiction	\$1,541	72	112	\$0	0	0	\$1,541	72	112	\$0	0	0	\$1,541	72	112
Juvenile Non-Fiction	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0
Juvenile Reference	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0
Juvenile Magazines	\$0	0	1	\$0	0	0	\$0	0	1	\$0	0	0	\$0	0	1
Total Juvenile Non-Fiction	\$0	0	1	\$0	0	0	\$0	0	1	\$0	0	0	\$0	0	1
TOTAL JUVENILE PRINT MATERIALS	\$1,541	72	113	\$0	0	0	\$1,541	72	113	\$0	0	0	\$1,541	72	113
Juvenile Music CDs	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0
Juvenile Audio Books	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0
Juvenile E-books	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0
Juvenile Educational DVDs	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0
Juvenile Entertainment DVDs	\$351	14	16	\$0	0	0	\$351	14	16	\$0	0	0	\$351	14	16
TOTAL JUVENILE NON-PRINT MATERIALS	\$351	14	16	\$0	0	0	\$351	14	16	\$0	0	0	\$351	14	16
TOTAL JUVENILE MATERIALS	\$1,892	86	129	\$0	0	0	\$1,892	86	129	\$0	0	0	\$1,892	86	129
On-line databases	\$16,494	3	0	\$0	0	0	\$16,494	3	0	\$0	0	0	\$16,494	3	0
E-books	\$0	0	0	\$159	4	4	\$159	4	4	\$0	0	0	\$159	4	4
TOTAL ELECTRONIC MATERIALS	\$16,494	3	0	\$159	4	4	\$16,653	7	4	\$0	0	0	\$16,653	7	4
Total Fiction	\$3,692	249	294	\$0	0	0	\$3,692	249	294	\$0	0	0	\$3,692	249	294
Total Non-Fiction	\$2,710	109	225	\$0	0	0	\$2,710	109	225	\$0	0	0	\$2,710	109	225
Total Electronic	\$16,494	3	0	\$159	4	4	\$16,653	7	4	\$0	0	0	\$16,653	7	4
Total Audio Books	\$938	24	24	\$0	0	0	\$938	24	24	\$0	0	0	\$938	24	24
Total Educational DVDs	\$190	4	4	\$0	0	0	\$190	4	4	\$0	0	0	\$190	4	4
Total Entertainment DVDs	\$1,300	35	51	\$0	0	0	\$1,300	35	51	\$0	0	0	\$1,300	35	51
Total Library of Things	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0
TOTAL MATERIALS	\$25,324	424	598	\$159	4	4	\$25,483	428	602	\$0	0	0	\$25,483	428	602

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Jeanette Contreras, Library Director

FROM: Timothy Hino, Business Manager

SUBJECT: Service Revenue Activities Report for July and August 2018

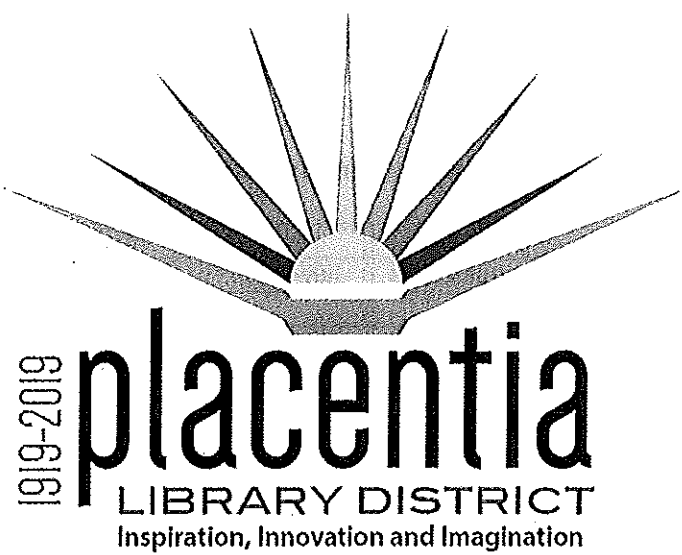
DATE: September 20, 2018

Net Revenue Summary for July 2018

	July-2018	July-2017	YTD 2018-2019	YTD 2017-2018
Passport	15,177.00	11,700.00	15,177.00	11,700.00
Passport Photos	2,244.00	3,359.00	2,244.00	3,359.00
Test Proctor	1,350.00	900.00	1,350.00	900.00
Fines & Fees	2,094.42	820.90	2,094.42	820.90
Meeting Room	85.00	440.00	85.00	440.00
Total	20,953.42	17,019.90	20,953.42	17,019.90

Net Revenue Summary for August 2018

	August-2018	August-2017	YTD 2018-2019	YTD 2017-2018
Passport	14,000.00	16,548.00	29,177.00	28,248.00
Passport Photos	2,261.80	3,972.00	4,505.80	7,331.00
Test Proctor	1,050.00	750.00	2,400.00	1,650.00
Fines & Fees	1,824.30	2,128.58	3,921.72	2,949.48
Meeting Room	145.00	80.00	230.00	520.00
Total	19,281.10	23,678.58	40,234.52	40,698.48



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PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Jeanette Contreras, Library Director
FROM: Katie Matas, Librarian I
SUBJECT: Circulation Activity Report: July 2018
DATE: September 20, 2018

CIRCULATION	Jul-18	Jul-17		Y-T-D 2018-19	Y-T-D 2017-18	Y-T-D % change
New Patron Registrations	326	362		326	362	-9.9%
Total Circulation	28,640	29,550		28,640	29,550	-3.1%
Total Active Borrowers*	7,645	7,911				
Attendance	26,021	26,809		26,021	26,809	-2.9%
Adult Fiction	2,933	3,304		2,933	3,304	-11.2%
Adult Nonfiction	2,176	2,423		2,176	2,423	-10.2%
Adult Magazines	199	313		199	313	-36.4%
Adult Music CDs	26	194		26	194	-86.6%
Adult Audio Books	461	504		461	504	-8.5%
Adult DVDs	2,736	2,704		2,736	2,704	1.2%
Library of Things (LOTs)	27	11		27	11	145.5%
YA Fiction	1,231	1,747		1,231	1,747	-29.5%
YA Nonfiction	124	131		124	131	-5.3%
YA Audio Books	0	0		0	0	0.0%
YA Video Games	81	97		81	97	-16.5%
JUV Fiction	9,259	13,470		9,259	13,470	-31.3%
JUV Nonfiction	1,784	2,653		1,784	2,653	-32.8%
JUV Magazines	0	0		0	0	0.0%
JUV Music CDs	14	27		14	27	-48.1%
JUV Audio Books	3	29		3	29	-89.7%
JUV DVDs	1,937	1,939		1,937	1,939	-0.1%

* YTD % change not applicable.

TEST PROCTORING

July 2018	July 2017	Y-T-D 2018-19	Y-T-D 2017-18	Y-T-D % change
29	16	29	16	81%

PATRON COUNT

Jul-18	SUN	MON	TUES	WED	THURS	FRI	SAT	HOUR TOTALS
9:00		422	391	307	410	241	357	2,128
10:00		445	380	251	554	363	454	2,447
11:00		447	413	283	441	366	413	2,363
12:00		478	481	322	336	363	346	2,326
1:00	623	386	473	674	319	325	347	3,147
2:00	518	406	487	513	315	311	336	2,886
3:00	417	393	473	407	382	321	293	2,686
4:00	332	442	434	393	321	318	271	2,511
5:00		365	394	311	299			1,369
6:00		345	352	219	332			1,248
7:00		263	362	233	151			1,009
DAY TOTALS	1,890	4,392	4,640	3,913	3,860	2,608	2,817	24,120
Open 29 days, closed for 4th of July and SDD								
July 2018	July 2017	Y-T-D 2017-18	Y-T-D 2016-17	Y-T-D % change		Hours Open	Average Per Hour	
24,120	25,931	24,120	25,931	-8%		282	86	
Outside Gate Counts								
Adult/Teen Programs			665					
Children Programs			1106					
Outreach Events						26,021		
Meeting Room Rentals			130					
TOTAL			1901					
						Library Attendance Total		

PASSPORTS								
July 2018	SUN	MON	TUES	WED	THURS	FRI	SAT	HOUR TOTALS
9:00		8	2		2	3	19	34
10:00		6	2	4	4	3	24	43
11:00		8	8	3	6	7	14	46
12:00		5	10	2	4	2	18	41
1:00	24	6	3	1	5	10	21	70
2:00	26	4	6	3	6	4	20	69
3:00	20	4	10	4	2	1	10	51
4:00		10	9	5	4	1		29
5:00		15	10	4	4			33
6:00		11	8	2	5			26
7:00		3						3
DAY TOTALS	70	80	68	28	42	31	126	445
		July	July	Y-T-D	Y-T-D	Y-T-D		
		2018	2017	2018-19	2017-18	% change		
		445	610	445	610	-37%		

STAFF ACTIVITY

- Katie attended Friday Huddles on July 6th, 13th, 20th, and 27th.
- Jon, Katie, Victor, Estella, Laura, and Tim W. attended the Support Services staff meeting on July 17th.
- Katie met with the Centennial script committee on July 12th.
- Katie, Beatrice, Victor, and Laura attended the Staff meeting on July 17th.
- Staff provided Setup/Take Down in the Meeting Room: 38 set-ups/ 38 breakdowns
- Meeting Room rentals patron count: 150

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Jeanette Contreras, Library Director

FROM: Katie Matas, Librarian I

SUBJECT: Circulation Activity Report: August 2018

DATE: September 20, 2018

CIRCULATION	Aug-18	Aug-17		Y-T-D	Y-T-D	Y-T-D
				2018-19	2017-18	% change
New Patron Registrations	339	340		665	702	-5.3%
Total Circulation	24,667	26,874		53,307	56,424	-5.5%
Total Active Borrowers*	7,562	7,827				
Attendance	23,981	34,247		50,002	61,056	-18.1%
Adult Fiction	2,766	3,014		5,699	6,318	-9.8%
Adult Nonfiction	2,019	2,192		4,195	4,615	-9.1%
Adult Magazines	180	217		379	530	-28.5%
Adult Music CDs	46	115		72	309	-76.7%
Adult Audio Books	435	574		896	1,078	-16.9%
Adult DVDs	2,521	2,818		5,257	5,522	-4.8%
Library of Things (LOTs)	35	9		62	20	210.0%
YA Fiction	1,253	1,638		2,484	3,385	-26.6%
YA Nonfiction	112	134		236	265	-10.9%
YA Audio Books	0	0		0	0	0.0%
YA Video Games	43	98		124	195	-36.4%
JUV Fiction	10,808	11,356		20,067	24,826	-19.2%
JUV Nonfiction	2,593	2,678		4,377	5,331	-17.9%
JUV Magazines	29	8		29	8	0.0%
JUV Music CDs	29	16		43	43	0.0%
JUV Audio Books	26	38		29	67	-56.7%
JUV DVDs	1,772	1,969		3,709	3,908	-5.1%

* YTD % change not applicable.

TEST PROCTORING

August 2018	August 2017	Y-T-D 2018-19	Y-T-D 2017-18	Y-T-D % change
21	15	50	31	61%

PATRON COUNT

Aug-18	SUN	MON	TUES	WED	THURS	FRI	SAT	HOUR TOTALS
9:00		276	296	393	440	284	248	1,937
10:00		312	303	487	555	312	370	2,339
11:00		325	335	383	563	355	393	2,354
12:00		367	322	452	340	310	447	2,238
1:00	609	341	271	680	430	438	313	3,082
2:00	409	354	310	489	457	314	284	2,617
3:00	344	342	329	481	401	386	248	2,531
4:00	229	284	227	379	401	276	157	1,953
5:00		301	287	327	364			1,279
6:00		255	283	335	303			1,176
7:00		125	244	220	173			762
DAY TOTALS	1,591	3,282	3,207	3,207	4,427	2,675	2,460	22,268
Aug 2018	Aug 2017	Y-T-D 2018-19	Y-T-D 2017-18	Y-T-D % change		Hours Open	Average Per Hour	
22,268	30,105	46,388	56,036	-21%		289	77	
Outside Gate Counts								
Adult/Teen Programs						700		
Children Programs						703		
Outreach Events						210		
Meeting Room Rentals						100		
TOTAL						1713		
					Library Attendance Total			
					23,981			

PASSPORTS								
August 2018	SUN	MON	TUES	WED	THURS	FRI	SAT	HOUR TOTALS
9:00		2	3	4	1	4	18	32
10:00		6	3	7	2	9	16	43
11:00		7	6	2	5	9	20	49
12:00		3	3	4	5	13	20	48
1:00	24	3	6	1	5	8	19	66
2:00	23	7	3	9	5	7	13	67
3:00	19	7	6	7	1	5	11	56
4:00	1	6	9	8	7	5	1	37
5:00		7	10	6	13			36
6:00		2	5	10	6			23
7:00					2			2
DAY TOTALS	67	50	54	58	52	60	118	459
		Aug	Aug	Y-T-D	Y-T-D	Y-T-D		
		2018	2017	2018-19	2017-18	% change		
		459	523	904	1133	-25%		

STAFF ACTIVITY

- Katie attended Friday Huddles on August 3rd, 10th, 17th, 24th, and 31st.
- Jon, Katie, Victor, Estella, Laura, Beatrice and Tim W. attended the Support Services staff meeting on August 16th.
- Jon and Katie met with Tom and Don from Anaheim Public Library on August 22nd.
- Staff provided Setup/Take Down in the Meeting Room: 38 set-ups/ 38 breakdowns
- Meeting Room rentals patron count: 150
- Estella attended Anaheim/Placentia consortium meeting on August 2nd and August 30th.
- Tim finalized the eXPLORE fall newsletter, finishing August 9th.
- Tim created banners publicizing the library renovation- banners to be displayed on Kraemer Blvd., on the side of the library, and in front of the library.

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

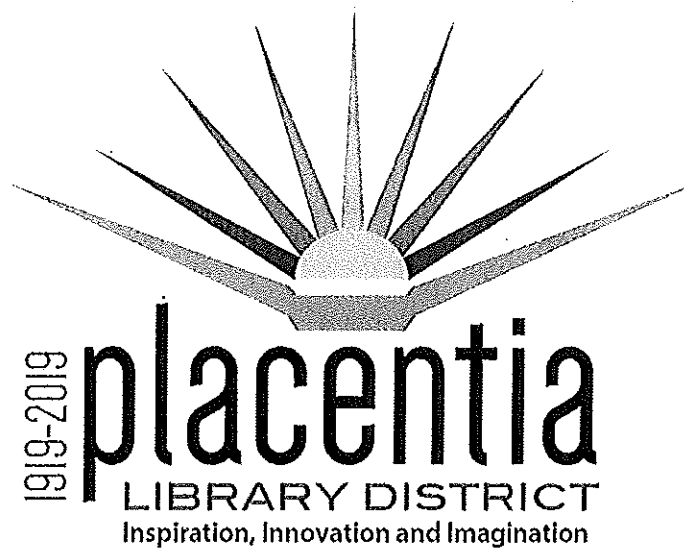
TO: Jeanette Contreras, Library Director
FROM: Timothy Hino, Business Manager
SUBJECT: City of Placentia - Shared Maintenance Costs through August 2018
DATE: September 20, 2018

CITY OF PLACENTIA INVOICES

PERIOD COVERED FY 2017-2018	INVOICE DATE	SO. CAL EDISON	TURF (Merchants)	GROUNDS (SA Aquatics)	AT&T	FACILITY MAINT	<u>TOTAL</u>
Jul-18	07/26/18	8,222.06	1,258.19	285.00	10.14	0.00	9,775.39
Aug-18	08/27/18	9,438.40		142.50	10.16	0.00	9,591.06
Sep-18							
Oct-18							
Nov-18							
Dec-18							
Jan-19							
Feb-19							
Mar-19							
Apr-19							
May-19							
Jun-19							
	TOTAL	\$17,660.46	1,258.19	427.50	20.30	0.00	\$19,366.45

** City Billing Not Received*

PERIOD IN FY 2016-2017	INVOICE DATE	SO. CAL EDISON	TURF	GROUNDS	AT&T	FACILITY MAINT	<u>TOTAL</u>
Jul-17	*	*	*	*	*	0.00	*
Aug-17	08-15-17	16,166.86	*	42.50	19.79	0.00	\$16,229.15
Sep-17	09-20-17	8,558.53	1,452.49	*	*	0.00	\$10,011.02
Oct-17	10-26-17	8,314.14	2,904.98	427.50	10.87	0.00	\$11,657.49
Nov-17	11-21-17	5,075.75	*	*	9.59	0.00	\$5,085.34
Dec-17	*	*	*	+	*	0.00	*
Jan-18	01-16-18	8,800.12	1,452.49	285.00	8.10	0.00	\$10,545.71
Feb-18	02-21-18	*	*	142.50	10.13	0.00	\$152.63
Mar-18	03-28-18	9,310.29	*	142.50	*	0.00	\$9,452.79
Apr-18	04-04-18	*	6,290.93	*	*	0.00	\$6,290.93
May-18	05-15-18	4,556.81	2,516.38	285.00	30.52	0.00	\$7,388.71
Jun-18	06-13-18	9,993.33	*	142.5	20.25	0.00	\$10,156.08
	TOTAL	\$70,775.83	14,617.27	1,467.50	109.25	0.00	\$86,969.85



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PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees

FROM: Jeanette Contreras, Library Director
Tim Hino, Business Manager

SUBJECT: Administration Report for July and August 2018

DATE: September 20, 2018

Meetings:

- Friday Morning Huddles – July 6th, 13th, 20th, and 27th.
- PayChex Migration Meetings – July 1st, 10th, 18th, 24th, 25th
- Heartland – July 25th
- Aflac – July 31st
- Friday Morning Huddles – August 3rd, 10th, 17th, 24th and 31st.
- PayChex Migration Meetings – August 1st, 3rd, 10th, 17th,
- Bank of the West Training – August 1st
- Heartland – August 2nd, 8th
- Management Meeting – August 9th
- Click Consulting – August 20th
- Martin Rauch – August 11th
- JCI – August 21st
- Emar Studio – August 23rd
- White Nelson Diehl Evans auditors – August 29th – 31st

Events:

- State of the City Luncheon – July 26th

Facilities:

- Bear State – July 5th
- Xpress Moving walkthrough – July 18th
- Meathead Movers walkthrough – July 20th
- Patriot Testing – August 23rd
- Gentry Landscaping walkthrough – August 6th
- Ultimate Landscaping walkthrough – August 24th

Training:

- White Nelson Diehl Evans Annual Accounting and Audit Meeting – July 17th
- SCE ARep Training – July 30th
- RIPL – August 27th-28th
- SCE ARep Training – July 30th



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PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Jeanette Contreras, Library Director
FROM: Yesenia Baltierra, Public Services Manager
SUBJECT: Children’s Services Report for July 2018
DATE: September 20, 2018

MONTHLY STATISTICS

Program Statistics

Type of Program	Number of Programs	Total Attendance	Number of Programs	Total Attendance	Total Programs	Total Attendance	Total Programs	Total Attendance	% Change Programs	% Change Attendance
	July 2018	July 2018	July 2017	July 2017	Y-T-D 2018-19	Y-T-D 2018-19	Y-T-D 2017-18	Y-T-D 2017-18	Y-T-D 17/18-18/19	Y-T-D 17/18-18/19
Storytime	12	549	14	488	12	549	14	488	-14.29%	12.50%
Educational	3	137	5	168	3	137	5	168	-40.00%	-18.45%
Reading	5	943	6	656	5	943	6	656	-16.67%	43.75%
Seasonal	1	350	0	0	1	350	0	0	0.00%	0.00%
Totals	21	1,979	25	1,312	21	1,979	25	1,312	-16.00%	50.84%

Summer Reading Statistics

JULY	July 2018	July 2017	Y-T-D 2018	Y-T-D 2017	Y-T-D % change
Registered Users	402	479	1,071	1,267	-15.47%
Completion	198	0	198	0	#DIV/0!
Minutes Read	227,772	0	254,106	0	#DIV/0!

*Completion of program is defined as completing a total of 600 minutes of reading.
 *During FY 17/18 completion statistics were pulled only in August versus throughout the duration of the program
 *During FY 17/18 SRP program tracked number of books read instead of number of minutes read.

Reference/Computer Usage Statistics

	July 2018	July 2017	Y-T-D 2018-2019	Y-T-D 2017-2018	Y-T-D % change
Reference—in person	664	545	664	545	21.83%
Reference--telephone	27	21	27	21	28.57%
Total Reference	691	566	691	566	22.08%
Children's computer usage	1,204	1,082	1,204	1,082	11.28%

ACHIEVEMENTS

- Lori Worden proctored 5 exams on these dates: July 2nd, July 9th, July 11th, July 18th and July 30th.
- Kathy Carn coordinated John Abrams Animal Magic on July 11th.
- Lori Worden coordinated Magic Maybe! On July 18th.
- Lori Worden coordinated Bubblemania! On July 25th.

MEETINGS

- Venessa Faber met with Yesenia and Victor to review and plan for Harwood trainings and other activities during renovation on July 13th and 30th.
- Kathy Carn, Venessa Faber and Lori Worden attended the Children's Department Meeting on July 5th.
- Lori Worden attended a Renovation Script Committee meeting with Yesenia Baltierra on July 12th.
- Deanna White met with Kathy Carn to plan for Outside Sunshine Babies Storytime on July 19th.
- Kathy Carn met with Yesenia Baltierra and Wendy Amireh during the Supervisors Meeting on July 3rd and July 18th.
- Kathy Carn met with Yesenia Baltierra and Fernando Maldonado on July 5th for an SRC wrap-up meeting
- Kathy Carn met with Yesenia Baltierra on July 5th, July 10th and July 19th to discuss Children's Services related topics.
- Kathy Carn met with Michelle Meades and Ana Balderas to discuss Homework Club volunteer recruitment on July 16th.
- Kathy Carn met with Alyssa Stolze to discuss Children's related ALA material on July 30th.

PROFESSIONAL DEVELOPMENT

- None

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Jeanette Contreras, Library Director
FROM: Yesenia Baltierra, Public Services Manager
SUBJECT: Children’s Services Report for August 2018
DATE: September 20, 2018

MONTHLY STATISTICS

Program Statistics

Programs	Attendance	Programs	Attendance	Programs	Attendance	Programs	Attendance	Programs	Attendance	Programs	Attendance
	August	August	August	August	Y-T-D	Y-T-D	Y-T-D	Y-T-D	Y-T-D	Y-T-D	Y-T-D
	2018	2018	2017	2017	2018-19	2018-19	2017-18	2017-18	16/17-17/18	16/17-17/18	16/17-17/18
Storytime	14	677	14	693	26	1226	28	1181	-7.14%	3.81%	
Educational	5	145	5	225	8	282	10	393	-20.00%	-28.24%	
Reading	4	311	6	686	9	1254	12	1342	-25.00%	-6.56%	
Seasonal	-	-	-	-	1	200	0	0	#DIV/0!	#DIV/0!	
Totals	23	1,133	25	1,604	44	2962	75	4228	-41.33%	-29.94%	

Summer Reading Statistics

AUGUST	August	August	Y-T-D	Y-T-D	Y-T-D
	2018	2017	2018	2017	% change
Registered Users	30	62	1,101	1,329	-17.16%
Completion	65	543	263	543	-51.57%
Minutes Read	118,778	0	372,884	0	#DIV/0!

*During FY 18/19 completion of program is defined as completing a total of 600 minutes of reading.
 *During FY 17/18 completion statistics were pulled only in August versus throughout the duration of the program.
 *During FY 17/18 SRP program tracked number of books read instead of number of minutes read.

Reference/Computer Usage Statistics

	August	August	Y-T-D	Y-T-D	Y-T-D
	2018	2017	2018-2019	2017-2018	% change
Reference—in person	571	463	1,235	1,008	22.52%
Reference--telephone	32	40	59	61	-3.28%
Total Reference	603	503	1,294	1,069	21.05%
Children's computer usage	1199	1328	2403	2,410	-0.29%

ACHIEVEMENTS

- Lori Worden coordinated Thor’s Reptile Family program on August 1st.
- Kathy Carn coordinated Dave Skale The Magician! Program on August 8th.
- Children’s Services Staff assisted with the End of Summer Luau and Ice Cream Social on August 11th.
- Lori Worden proctored two tests on August 1st and August 16th.

MEETINGS

- Deanna White met with Kathy Carn on August 14th to discuss possible grants for the Children's Department.
- Kathy Carn, Venessa Faber, Lori Worden and Deanna White attended the Children's Service meeting on August 23rd.
- Kathy Carn met with Lori Worden to discuss Makerspace Children's Department programming on August 23rd.
- Kathy Carn met with Yesenia Baltierra and Wendy Amireh for Supervisor Meetings on August 1st and August 15th.
- Kathy Carn met with Yesenia Baltierra to discuss Children's Services related topics on August 6th and 16th.
- Kathy Carn met with Yesenia Baltierra and Wendy Amireh for a Makerspace Committee meeting on August 1st and August 15th.
- Kathy Carn met with Yesenia Baltierra and Venessa Faber for the Crossroads Corner Committee meeting on August 6th.
- Kathy Carn met with Wendy Amireh to complete the Summer Reading Survey on August 20th.
- Kathy Carn met with Lori Worden, Ana Balderas and Venessa Faber on August 20th to discuss collections to be moved during the renovation.
- Kathy Carn, Lori Worden, Venessa Faber and Deanna White attended the Public Services Team Meeting led by Yesenia Baltierra on August 30th.
- Yesenia Baltierra attended the PYLUSD Meeting on August 22nd.

PROFESSIONAL DEVELOPMENT

- Kathy Carn attended RIPL training at Mission Viejo Library on August 27th and 28th.

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Jeanette Contreras, Library Director

FROM: Yesenia Baltierra, Public Services Manager

SUBJECT: Adult Services Report for July 2018

DATE: September 20, 2018

MONTHLY STATISTICS

Reference Desk Activity	July	July	Y-T-D	Y-T-D	Y-T-D
	2018	2017	2018-19	2017-18	% change
Reference -- in person	1661	1682	1661	1682	-1.25%
Reference -- telephone	748	584	748	584	28.08%
Reference -- email/chat	7	0	7	0	7000.00%
Technology assistance	300	245	300	245	22.45%
Guest passes	308	58	308	58	431.03%
Adult and Children's computer use (desktops)	2048	2204	2048	2204	-7.08%
Adult computer usage (desktop)	907	2081	907	2081	-56.42%
Public computer use (express laptops)	3	5	3	5	-40.00%

History Room Activity	July	July	Y-T-D	Y-T-D	Y-T-D
	2018	2017	FY2018-19	FY2017-18	% change
History Room Visitors	4	12	4	12	-66.67%

Volunteer Hours	July	July	Y-T-D	Y-T-D	Y-T-D
	2018	2017	2018-19	2017-18	% change
History Room	17.5	50.75	17.5	50.75	-65.52%
PLFF	395.67	561.68	395.67	561.68	-29.56%
General Library	552	609.5	552	609.5	-9.43%
Technology	0	6.25	0	6.25	-100.00%
Homework Club	0	0	0	0	N/A
Adult Literacy	95.67	199	95.67	199	-51.92%
PTAC	94.5	72	94.5	72	31.25%
Summer Reading Program	550.5	823.55	550.5	823.55	-33.16%
Total Volunteer Hours	1705.84	2322.73	1705.84	2322.73	-26.56%

Public Services Outreach Activity	July	July	Y-T-D	Y-T-D	Y-T-D
	2018	2017	2018-19	2017-18	% change
Outreach Visits	1	2	1	2	-50.00%
Outreach Attendance	150	134	150	134	11.94%

Adult Programs

Type of Program	Number of Programs July	Attendance July	Number of Programs July	Attendance July	Number of Programs FYID	Attendance FYID	Number of Programs FYID	Attendance FYID	Number of Programs FYID % change	Attendance FYID % change
Date	2018	2018	2017	2017	FY1819	FY1819	FY1718	FY1718		
Book Club	1	5	1	5	1	5	1	5	0.00%	0.00%
Computer Workshops	0	0	3	36	0	0	3	36	-100.00%	-100.00%
Educational Programs	0	0	1	25	0	0	1	25	-100.00%	-100.00%
Fine Art Programs	2	41	3	71	2	41	3	71	-33.33%	-42.25%
Health & Fitness Programs	0	0	0	0	0	0	0	0	N/A	N/A
History Room Programs	1	23	1	45	1	23	1	45	0.00%	-48.89%
Home and Lifestyle Programs	0	0	0	0	0	0	0	0	N/A	N/A
Literacy Programs	5	29	6	45	5	29	6	45	-16.67%	-35.56%
Reading Programs	1	337	1	278	1	337	1	278	0.00%	21.22%
Volunteer Programs	1	30	1	31	1	30	1	31	0.00%	-3.23%
Totals	11	465	17	536	11	465	17	536	-35.29%	-13.25%

Adult SRP	July 2018	July 2017	Y-T-D 2018	Y-T-D 2017	Y-T-D % change
Registered Users	191	278	510	595	-14.29%
Completion	212	N/A	212	0	N/A
Book Read	1512	1618	1841	2053	-10.33%

*2018 Summer Reading Program dates: June 23rd -August 9th

**Completion = 3 books.

Literacy	YTD 1819	YTD1718	% Change
English Literacy Students	32	28	14.29%
Students Graduated	0	1	-100.00%
English Literacy Tutors	30	23	30.43%

Teen Programs

Type of Program	Number of Programs July	Attendance July	Number of Programs July	Attendance July	Number of Programs FYID	Attendance FYID	Number of Programs FYID	Attendance FYID	Number of Programs FYID % change	Attendance FYID % change
Date	2018	2018	2017	2017	FY1819	FY1819	FY1718	FY1718		
Collaboratory	1	0	1	9	1	0	1	9	0.00%	-100.00%
Friday Flicks	4	6	4	34	4	6	4	34	0.00%	-82.35%
PTAC	2	31	2	57	2	31	2	57	0.00%	-45.61%
Summer Reading Program	1	95	1	89	1	95	1	89	0.00%	6.74%
Teen Misc.	0	0	0	0	0	0	0	0	N/A	N/A
Test	0	0	0	0	0	0	0	0	N/A	N/A
The Vault	0	0	1	26	0	0	1	26	-100.00%	-100.00%
Totals	8	132	9	215	8	132	9	215	-11.11%	-38.60%

JULY	July 2018	July 2017	Y-T-D 2018	Y-T-D 2017	Y-T-D % change
Registered Users	49	77	196	254	-22.83%
Completion	47	N/A	47	0	N/A
Book Read	384	607	474	954	-50.31%

*2018 Summer Reading Program dates: June 23rd -August 9th

**Completion = 3 books.

ACHIEVEMENTS

- Wendy Amireh and Michelle Meades coordinated the Book Club on July 10th.
- Michelle Meades and Fernando Maldonado coordinated the Volunteer Orientation on July 10th.
- Wendy Amireh coordinated Christmas in July on July 24th.
- Jeannie Killianey created a gif with over 2,000 views to promote SRP on July 14th.
- Coleen Wakai coordinated More Needlework Technique events July 1st and 29th.
- Coleen Wakai coordinated Conversations Club, July 6th, 13th, 20th and 27th.
- Coleen Wakai coordinated a Literacy Orientation July 18th.
- Fernando Maldonado coordinated a PTAC fundraiser at Movies in the Park on July 20th.
- Fernando Maldonado coordinated Friday Flicks on July 6th, 13th, 20th and 27th.
- Fernando Maldonado coordinated PTAC meetings on July 5th and 19th.
- Fernando Maldonado coordinated Who Wants to be a Teen Millionaire on July 19th.
- Yesenia Baltierra attended the State of the City on July 26th.

MEETINGS

- Wendy Amireh and Yesenia Baltierra met on July 20th and 24th.
- Wendy Amireh attended the supervisors meeting on July 3rd and 18th.
- Wendy Amireh attended Kiwanis meetings on July 11th, and 18th.
- Michelle Meades met with the signage committee on July 5th.
- Wendy Amireh attended the SLS Adult Services meeting on July 10th.

- Yesenia Baltierra, Coleen Wakai & Wendy Amireh attended Huddle meetings on July 6th, 13th, 20th and 27th.
- Adult Services Staff met on July 23rd.
- Michelle Meades and Wendy Amireh met on July 6th, 13th, and 20th.
- Michelle Meades met with Ana Balderas and Kathy Carn to discuss Homework Club on July 16th.
- Coleen Wakai met with individual literacy tutors on July 3rd, 11th, 13th, 16th, 17th, 19th, 23rd, and 24th.
- Coleen Wakai met with Wendy Amireh on July 6th, 13th, and 20th.
- Wendy Amireh, Coleen Wakai, Michelle Meades, and Yesenia Baltierra attended the Staff Meeting on July 17th.
- Jeannie Killianey and Wendy Amireh met on July 5th.
- Jeannie Killianey and Tim Worden met to discuss social media on July 5th and 12th.
- Jeannie Killianey participated in the Renovation Script Committee on July 14th.
- Coleen Wakai met with Renovation Script Committee on July 12th.
- Fernando Maldonado participated in SRC wrap up meeting on July 5th.
- Fernando Maldonado met with Michelle Meades to discuss Volunteer Orientations on July 9th.
- Fernando Maldonado and Wendy Amireh on July 12th, July 19th, and July 26th.
- Yesenia Baltierra attended Renovation Meeting on July 10th.
- Yesenia Baltierra attended Board Meeting on July 16th.
- Yesenia Baltierra met with Jon Legree on July 20th and 26th.

PROFESSIONAL DEVELOPMENT

- Coleen Wakai listened to the ProLiteracy online tutoring webinar on July 11th.
- Coleen Wakai participated in an interactive webinar with Playaway regarding literacy products on July 18th.

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Jeanette Contreras, Library Director

FROM: Yesenia Baltierra, Public Services Manager

SUBJECT: Adult Services Report for August 2018

DATE: September 20, 2018

MONTHLY STATISTICS

Reference Desk Activity	August 2018	August 2017	Y-T-D 2018-19	Y-T-D 2017-18	Y-T-D % change
Reference -- in person	1662	1675	3323	3357	-1.01%
Reference -- telephone	660	1265	1408	1849	-23.85%
Reference -- email/chat	10	17	17	17	0.00%
Technology assistance	371	275	671	520	29.04%
Guest passes	112	86	420	144	191.67%
Adult and Children's computer use (desktops)	2291	2481	4339	4685	-7.39%
Adult computer usage (desktop)	2140	2219	3047	4300	-29.14%
Public computer use (express laptops)	8	7	11	12	-8.33%

History Room Activity	August 2018	August 2017	Y-T-D FY2018-19	Y-T-D FY2017-18	Y-T-D % change
History Room Visitors	7	6	11	18	-38.89%

Volunteer Hours	August 2018	August 2017	Y-T-D 2018-19	Y-T-D 2017-18	Y-T-D % change
History Room	18.5	62.5	36	113.25	-68.21%
PLFF	489.25	518.73	884.92	1080.41	-18.09%
General Library	493.75	790.72	1045.75	1400.22	-25.32%
Technology	0	4.5	0	10.75	-100.00%
Homework Club	0	0	0	0	N/A
Adult Literacy	130.5	198.25	226.17	397.25	-43.07%
PTAC	76.75	59.75	171.25	131.75	29.98%
Summer Reading Program	125.25	542.07	675.75	1365.62	-50.52%
Total Volunteer Hours	1334	2176.52	3039.84	4499.25	-32.44%

Public Services Outreach Activity	August 2018	August 2017	Y-T-D FY 2018-19	Y-T-D FY 2017-18	Y-T-D % change
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Outreach Visits	3	1	4	3	33.33%
Outreach Attendance	210	222	360	356	1.12%

Adult Programs

Type of Program	Number of Programs August	Attendance August	Number of Programs August	Attendance August	Number of Programs FYTD	Attendance FYTD	Number of Programs FYTD	Attendance FYTD	Number of Programs FYTD % change	Attendance FYTD % change
Date	2018	2018	2017	2017	FY1819	FY1819	FY1718	FY1718		
Book Club	1	11	1	7	2	16	2	12	0.00%	33.33%
Computer Workshops	0	0	1	6	0	0	4	42	-100.00%	-100.00%
Educational Programs	2	73	4	2190	2	73	5	2215	-60.00%	-96.70%
Fine Art Programs	1	300	3	94	3	341	6	165	-50.00%	106.67%
Health & Fitness Programs	0	0	1	70	0	0	1	70	-100.00%	-100.00%
History Room Programs	0	0	1	25	1	23	2	70	-50.00%	-67.14%
Home and Lifestyle Programs	0	0	2	180	0	0	2	180	-100.00%	-100.00%
Literacy Programs	2	6	2	5	7	35	8	50	-12.50%	-30.00%
Reading Programs	1	155	1	177	2	492	2	455	0.00%	8.13%
Volunteer Programs	1	17	1	28	2	47	2	59	0.00%	-20.34%
Totals	8	562	17	2782	19	1027	34	3318	-44.12%	-69.05%

Adult SRP*	August 2018	August 2017	Y-T-D 2018	Y-T-D 2017	Y-T-D % change
Registered Users	19	17	529	612	-13.56%
Completion**	37	299	249	299	-16.72%
Book Read	896	1029	2737	3082	-11.19%
Active Users	155	177	811	672	20.68%

*2018 Summer Reading Program dates: June 23rd -August 9th

**Completion = 3 books.

Literacy	YTD 1819	YTD 1718	% Change
English Literacy Students	36	28	28.57%
Students Graduated	0	3	-100.00%
English Literacy Tutors	31	23	34.78%

Teen Programs

Type of Program	Number of Programs August	Attendance August	Number of Programs August	Attendance August	Number of Programs FYID	Attendance FYID	Number of Programs FYID	Attendance FYID	Number of Programs FYID % change	Attendance FYID % change
Date	2018	2018	2017	2017	FY1819	FY1819	FY1718	FY1718		
Collaboratory	1	0	1	0	2	0	2	9	0.00%	-100.00%
Friday Flicks	2	10	3	16	6	16	7	50	-14.29%	-68.00%
PTAC	1	17	2	60	3	48	4	117	-25.00%	-58.97%
Summer Reading Program	1	27	1	38	2	122	2	127	0.00%	-3.94%
Teen Misc.	0	0	1	61	0	0	1	61	-100.00%	-100.00%
Test	1	14	0	0	1	14	0	0	100.00%	100.00%
The Vault	0	0	0	0	0	0	1	26	-100.00%	-100.00%
Totals	6	68	8	175	14	200	17	390	-17.65%	-48.72%

Teen SRP*	August 2018	August 2017	Y-T-D 2018	Y-T-D 2017	Y-T-D % change
Registered Users	0	6	196	260	-24.62%
Completion**	3	106	50	106	-52.83%
Books Read	168	170	642	1124	-42.88%
Active Users	27	38	269	304	-11.51%

*2018 Summer Reading Program dates: June 23rd -August 9th

**Completion = 3 books.

ACHIEVEMENTS

- Michelle Meades coordinated the Volunteer Orientation on August 19th.
- Michelle Meades submitted a proposal to the California Revealed Grant to have the local newspapers digitized on August 23rd.
- Michelle Meades coordinated the Crime Scene Investigation Program on August 14th.
- Wendy Amireh coordinated the End of Summer Luau & Ice Cream Social on August 11th
- Wendy Amireh coordinated the Book Club on August 14th.
- Jeannie Killianey coordinated the Weekly Challenge for SRP.
- Jeannie Killianey, Venessa Faber, and Tim Worden created a gif to promote the End of Summer Luau & Ice Cream Social program for Facebook on August 4th.
- Coleen Wakai coordinated a Literacy Orientation August 27th and 30th.
- Coleen Wakai participated in Orange Public Library interview panel on August 15th and 16th.
- Fernando Maldonado coordinated a PTAC fundraiser at Concerts in the Park on August 2nd.
- Fernando Maldonado coordinated Shark Week on August 2nd.
- Fernando Maldonado coordinated a Free PSAT Test on August 4th.
- Fernando Maldonado coordinated PTAC fundraisers at Movies in the Park on August 3rd and 24th.

- Fernando Maldonado coordinated Friday Flicks on August 10th and 24th.
- Fernando Maldonado coordinated a PTAC meeting on August 16th.

MEETINGS

- Wendy Amireh and Yesenia Baltierra met on August 7th.
- Wendy Amireh attended the supervisors meeting on August 1st and 15th.
- Wendy Amireh and Yesenia Baltierra met with the Centennial Video Committee on August 9th.
- Michelle Meades and Fernando Maldonado met with Wendy Amireh on August 7th.
- Wendy Amireh attended Kiwanis meetings on August 2nd, 9th, 16th and 23rd.
- Michelle Meades met with the grand re-opening committee on August 9th.
- Michelle Meades met with Lisa Pacheco on August 20th.
- Michelle Meades met with the Signage Committee on August 30th.
- Wendy Amireh attended the SLS Adult Services meeting on July 10th.
- Yesenia Baltierra, Coleen Wakai & Wendy Amireh attended Huddle meetings on August 3rd, 10th, 17th, 24th and 31st.
- Adult Services Staff met on August 27th.
- Michelle Meades and Wendy Amireh met on August 8th, 15th, 21st, 22nd and 29th.
- Michelle Meades met with Ana Balderas and Kathy Carn to discuss Homework Club on July 16th.
- Coleen Wakai met with individual literacy tutors on August 2nd, 8th, 23rd and 28th.
- Coleen Wakai met with Wendy Amireh on August 10th and 24th.
- Adult Services Staff attended the Public Services Meeting led by Yesenia Baltierra on August 30th.
- Fernando Maldonado and Wendy Amireh met on August 2nd, 7th, and 16th.
- Fernando Maldonado attended the SLS Young Adults meeting on August 15th.
- Wendy Amireh and Kathy Carn met on August 20th.
- Wendy Amireh and Sally Federman met on August 6th.
- Yesenia Baltierra met with Diana Reviello from Baker & Taylor on August 8th.
- Yesenia Baltierra met with Jon Legree on August 8th.

PROFESSIONAL DEVELOPMENT

- None

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Jeanette Contreras, Library Director
FROM: Tim Worden, Emerging Technologies Assistant
SUBJECT: Placentia Library Website & Technology Report for July 2018
DATE: September 20, 2018

<u>On-line database usage</u>	July 2018	Onsite Usage 7/18	Remote Usage 7/18	July 2017	Y-T-D 2018-19	Y-T-D 2017-18	Y-T-D % change
Placentia Library Catalog	16,790	N/A	N/A	17,217	16,790	17,217	-2%
General Reference Center	5	0	5	17	5	17	-71%
Biography In Context	12	10	2	12	12	12	0%
Opposing Viewpoints	2	2	0	4	2	4	-50%
Consumer Reports (new July 2016)	120	N/A	N/A	178	120	178	-33%
Freegal	848	N/A	N/A	1,054	848	1,054	-20%
Heritage Quest	37	N/A	N/A	273	37	273	-86%
Novelist	29	N/A	N/A	43	29	43	-33%
Public Library Core Collection Nonf	0	N/A	N/A	11	0	11	-100%
Pronunciator	16	N/A	N/A	66	16	66	-76%
ABC Mouse	43	N/A	N/A	54	43	54	-20%
ABC Mouse - Bring Reading Home (New March 2018)	34	N/A	N/A	N/A	34	N/A	N/A
Career Cruising	9	N/A	N/A	7	9	7	N/A
Tumblebooks	88	N/A	N/A	175	88	175	-50%
Reference USA	104	N/A	N/A	289	104	289	-64%
Enki	1	N/A	N/A	2	1	2	N/A
Hoopla	883	N/A	N/A	628	883	628	41%
Overdrive e-books	1800	N/A	N/A	1386	1,800	1,386	30%
Overdrive audio books	930	N/A	N/A	780	930	780	19%
Overdrive e-books - Placentia Advantage (New March 2018)	1757	N/A	N/A	N/A	1,757	N/A	N/A
Overdrive audio books - Placentia Advantage (New March 2018)	1459	N/A	N/A	N/A	1,459	N/A	N/A
Zinio	55	N/A	N/A	252	55	252	-78%
TOTAL DATABASE USAGE	25,022	12	7	22,448	25,022	22,448	11%

Website Traffic	July	July	Y-T-D	Y-T-D	Y-T-D
	2018	2017	2018-19	2017-18	% change
Website visits	12,722	14,013	12,722	14,013	-9%
Page Hits	21,196	23,750	21,196	23,750	-11%
Users	6,790	6,244	6,790	6,244	9%
Pages/Session	1.67	1.69	N/A	N/A	N/A
Avg. Session Duration	00:02:26	00:02:38	N/A	N/A	N/A
% New Sessions	71	35	N/A	N/A	N/A

Computer & Online Resource Use	July	July	Y-T-D	Y-T-D	Y-T-D
	2018	2018	2018-19	2017-18	% change
Placentia Residents	1,391	1,440	1,391	1,440	-3%
Non-Placentia Residents	1,050	950	1050	950	11%
Total	2,441	2,390	2,441	2,390	2%

Wifi Use	July	July	Y-T-D	Y-T-D	Y-T-D
	2018	2017	2018-19	2017-18	% change
Total	1,867	2,269	1,867	2,269	-18%

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Jeanette Contreras, Library Director

FROM: Tim Worden, Emerging Technologies Assistant

SUBJECT: Placentia Library Website & Technology Report for August 2018

DATE: September 20, 2018

<u>On-line database usage</u>	August 2018	Onsite Usage 8/18	Remote Usage 8/18	August 2017	Y-T-D 2018-19	Y-T-D 2017-18	Y-T-D % change
Placentia Library Catalog	18,217	N/A	N/A	15,406	35,007	32,623	7%
General Reference Center	3	0	3	6	8	23	-65%
Biography In Context	2	1	1	19	14	31	-55%
Opposing Viewpoints	1	0	1	6	3	10	-70%
Consumer Reports (August 2018 Data Not Available)	0	N/A	N/A	46	120	224	-46%
Freegal	869	N/A	N/A	1,033	1,717	2,087	-18%
Heritage Quest	57	N/A	N/A	654	94	927	-90%
Novelist	31	N/A	N/A	18	60	61	-2%
Public Library Core Collection Nonfiction (staff use only)	5	N/A	N/A	58	5	69	-93%
Pronunciator	18	N/A	N/A	80	34	146	-77%
ABC Mouse	33	N/A	N/A	55	76	109	-30%
ABC Mouse - Bring Reading Home (New March 2018)	51	N/A	N/A	N/A	85	N/A	N/A
World Book Online	0	N/A	N/A	N/A	0	N/A	N/A
Career Cruising	3	N/A	N/A	1	12	8	N/A
Tumblebooks	40	N/A	N/A	81	128	256	-50%
Reference USA	141	N/A	N/A	500	245	789	-69%
Enki	2	N/A	N/A	2	3	4	-25%
Hoopla	969	N/A	N/A	637	1,852	1,265	46%
Overdrive e-books	1798	N/A	N/A	1382	3,598	2,768	30%
Overdrive audio books	1048	N/A	N/A	716	1,978	1,496	32%
Overdrive e-books - Placentia Advantage (New March 2018)	1162	N/A	N/A	N/A	2,919	N/A	N/A
Overdrive audiobooks - Placentia Advantage (New March 2018)	1113	N/A	N/A	N/A	2,572	N/A	N/A
Zinio	56	N/A	N/A	89	111	341	-67%
TOTAL DATABASE USAGE	25,619	1	5	20,789	50,641	43,237	17%

Website Traffic					
	August	August	Y-T-D	Y-T-D	Y-T-D
	2018	2017	2017-18	2016-17	% change
Website visits	11,864	15,557	24,586	29,570	-17%
Page Hits	19,802	25,621	40,998	49,371	-17%
Users	6,725	8,195	13,515	14,439	-6%
Pages/Session	1.67	1.65	N/A	N/A	N/A
Avg. Session Duration	0:02:19	0:02:34	N/A	N/A	N/A
% New Sessions	72	44	N/A	N/A	N/A

Computer & Online Resource Use					
	August	August	Y-T-D	Y-T-D	Y-T-D
	2018	2017	2017-18	2016-17	% change
Placentia Residents	1,008	1,451	2,399	2,891	-17%
Non-Placentia Residents	681	806	1,731	1,756	-1%
Total	1,689	2,257	4,130	4,647	-11%

Wifi Use					
	August	August	Y-T-D	Y-T-D	Y-T-D
	2018	2017	2018-19	2017-18	% change
	1,836	2,387	3,703	4,656	-20%
Total	1,836	2,387	3,703	4,656	-20%

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees

FROM: Jeanette Contreras, Library Director

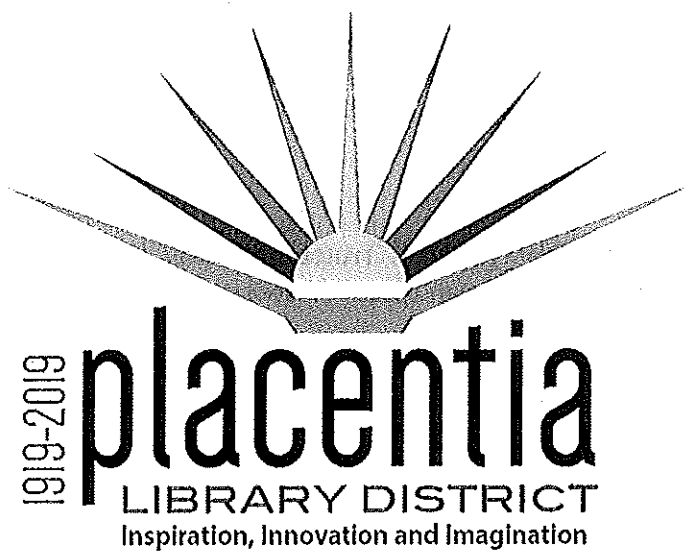
SUBJECT: **Library Staff Report on their Attendance at the Annual American Library Association Conference.**

DATE: September 20, 2018

BACKGROUND

At the April 16, 2018 Library Board of Trustees meeting, it was approved to send two library staff to attend the Annual American Library Association Conference.

Wendy Amireh, Supervising Librarian and Alyssa Stolze, Administrative Assistant, will provide a report on their attendance at the conference and the benefits they have gained through their experiences.



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PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees

FROM: Jeanette Contreras, Library Director

SUBJECT: Travel Authorization for Technology Manager to attend the Internet Librarian Conference in Monterey, California on October 16-18, 2018.

DATE: September 20, 2018

BACKGROUND

The three day conference is one of the most comprehensive conferences for library and information professionals with interests in technology. This year's conference will offer attendees an opportunity to hear from the industry's influencers in the information industry, with many sessions focused on public libraries.

The opening keynote features Nina Simon, Executive Director from the Santa Cruz Museum of Art & History and author of The Participating Museum & Blogger Museum 2.0. The conference offers many service programs that will be integral to the success of the library communities including:

- Content Management: Digitizing & Archiving, Big Data & Privacy
- Tech Tools: Emerging Tech Trends, Blockchain & Opportunities for Libraries
- Marketing & Impact: Developing Inspirational Library Stories, Google Analytics
- Innovation & Reinvention: Robots in Libraries, Discovery Kiosks
- Search & Discovery: Vocal, Graphical, and the Rise of AI
- UX & Web Presence: Designing the Web For the Future, Transforming Library Experiences with User-Centered Design
- Customer Engagement: Survival Strategies for Community Libraries (homeless & opioid issues)

A report will be presented by the Technology Manager, to the Library Board of Trustees at the October Board meeting.

Attachment A is a copy of the program schedule.

Fiscal Impact: \$1,600

RECOMMENDATIONS

1. Authorize the Technology Manager to attend the Internet Librarian Conference in Monterey, California on October 16-18, 2018.
2. Authorize by a roll call vote.

TUESDAY, OCTOBER 16, 2018

OPENING KEYNOTE

Sharing Cultural & Civic Resources: OFBYFOR ALL

SHARE

8:45 a.m. - 9:45 a.m.

Nina Simon, Executive Director, Santa Cruz Museum of Art & History & Author, The Participatory Museum, & Blogger, Museum 2.0



Are you ready for your library to become of, by, and for your community? For 7 years, Nina Simon has led dramatic change as director of the MAH, a small museum in Santa Cruz, Calif. Around the world, community-rooted organizations like the MAH have opened up museums to new people in new ways. Now, they are sharing the OFBYFOR ALL playbook for community transformation— and invite you to join in. Imagine libraries that are reflective OF their communities. Co-created BY their communities. Welcoming FOR their communities. Join the movement and help chart a new future for libraries as beloved institutions of, by, and for all.

Coffee Break in the Sponsor Showcase

9:45 a.m. - 10:30 a.m.

TRACK A - SEARCH & DISCOVERY

Search and discovery are at the core of what libraries do and help others to do. Get the latest tips and strategies to deal with information overload, fake news, and focused research, as well as the new or unexplored features of search engines—all from our information industry experts!

Moderator: Donna Scheeder, Library Strategies International & Past President, International Federation of Library Associations and Institutions (IFLA)

A101 - Super Searcher Shares Tips!

SHARE

10:30 a.m. - 11:15 a.m.

Mary Ellen Bates, Principal, Bates Information Services, Inc.

Our popular and knowledgeable speaker is always reinventing and transforming the world of search. Bates is a super searcher, an annual favorite who attendees flock to hear as she continues to surprise and impress with new strategies, techniques, and tips for getting the most out of web research. The host of Searchers Academy (where even more secrets are shared) provides an up-to-the minute and jam-packed-with-valuable-tools-and-tips talk that's always a hit! Bates tells us she takes 2 days to research this session, so take advantage of her knowledge and gather tips and tools to share with others!

A102 - Search 8.0: Vocal, Graphical, & the Rise of AI

SHARE

11:30 a.m. - 12:15 p.m.

Greg Notess, Faculty & Graduate Services Librarian, Montana State University

TinEye and other graphical search tools promise non-text search results display while ever more tools search by vocal commands. Alexa, Google, Siri, and more search on cellphones and smart speakers. Meanwhile artificial intelligence (AI) bots are doing some interesting mining/searching. What does the future look like for exciting new search tools? Which are easy to use and provide a great user experience? Notess looks at the landscape and projects into the future to please us, or scare us. Or challenge us!

Lunch Break - A Chance to Visit Sponsors

12:15 p.m. - 1:30 p.m.

A103 - Services, Tools, & Techniques for Discovery

1:30 p.m. - 2:30 p.m.

Gary Price, Co-Founder, infoDOCKET & FullTextReports

Each day, Price curates thousands of news items and reports to publish online reports that thousands of people depend upon for reliable, usable information. He shares how to build an open web resources database that suits your clients. He elaborates on the tools and techniques he uses to build a timely collection and gives you a road map to build your own!

Break in the Sponsor Showcase

2:30 p.m. - 3:15 p.m.

A104 - Enhancing Search & Discovery With Linked Data

SHARE

3:15 p.m. - 4:00 p.m.

Roy Tennant, Speaker, Writer, Consultant, OCLC Online Computer Library Center, Inc.

Getting the most out of publishing and connecting structured data on the web is what linked data is all about. Want to make your data more accessible and easier to find? Get tips from our expert, find out how you can better link data across the web, hear about the current landscape and how it's evolving, and learn about the challenges still facing libraries.

A105 - Pharma Research: Insights & Challenges

SHARE

4:15 p.m. - 5:00 p.m.

Jon Bentley, Commercial Director, OpenAthens

Despite developments in online availability of information, researchers in pharmaceutical and life science companies still find it difficult to get access to vital information, to easily move from one information source to another or to work effectively outside of the office. The industry body ABPI estimates \$11.4M per day is spent on R&D by the pharmaceutical industry. Library and information managers, researchers, publishers, and technology partners are keen to ensure that researchers have a smooth journey to access that valuable data. Bentley shares the results of research carried out with global pharmaceutical companies worldwide to assess the key challenges and possibilities for collaboration. He presents the six key challenges and five insights from the research. Attendees also receive a copy of the analysis: "Identity and Access Management for Global Pharmaceutical Companies."

Networking Reception in the Sponsor Showcase

5:00 p.m. - 6:00 p.m.

TRACK B - UX & WEB PRESENCE

Positive user experience (UX), especially in our digital world, is critical for all organizations and communities. In the competitive digital landscape, libraries need to be at the top of their game, from designing their web presence for the future, learning from other's experience, and using user-centered design (UCD) and appealing colors. Hear from our speakers and get lots of insights, strategies, and tips for making an impact with your community!!

Moderators:

Jeff Wisniewski, Web Services Librarian, University of Pittsburgh

Darlene Fichter, University of Saskatchewan Library

B101 - Designing the Web for the Future

SHARE

10:30 a.m. - 11:15 a.m.

Peter Morville, President, Semantic Studios

In digital strategy and structural design, we serve as tomorrow's architects. The websites, services, and experiences we imagine and build may endure longer than we expect; and our users and use cases may prove to be far more diverse than we imagine. To create successful, sustainable digital places and cross-channel ecosystems, we must embrace what Brian Eno calls "the big here and the long now." Known as the "founding father" of information architecture, Morville shares stories from his work in crafting digital strategies and information architectures for the Ann Arbor District Library, Baker Library, the Library of Congress, and the National Cancer Institute and explains how to design for the future.

B102 - Transforming Library Experiences With User-Centered Design

SHARE

11:30 a.m. - 12:15 p.m.

Jon Bentley, Commercial Director, OpenAthens

This interactive talk explores the user-centered design (UCD) methodology and how it can transform the experience for your patrons. Our experienced UX designer explains the design process and looks at the various frameworks you can use to introduce UCD to your library projects. She presents findings from her most recent user research across libraries in the U.K. and U.S., highlighting the trends which have an impact on user behavior.

Lunch Break - A Chance to Visit Sponsors

12:15 p.m. - 1:30 p.m.

B103 - Website Design Winners & Losers!

SHARE

1:30 p.m. - 2:30 p.m.

Jeff Wisniewski, Web Services Librarian, University of Pittsburgh

David Lee King, Digital Services Director, Topeka & Shawnee County Public Library & Publisher, davidleeking.com

Marshall Breeding, Independent Consultant, Library Technology Guides

Roy Tennant, Speaker, Writer, Consultant, OCLC Online Computer Library Center, Inc.

We've all seen good and bad library websites, but these library leaders from academic and public libraries choose several of each type, critique them, and help you understand what the most important features and functions are for making your library website as successful as it can be!

Break in the Sponsor Showcase

2:30 p.m. - 3:15 p.m.

B104 - Web Design & UX: Color & Drupal



SHARE

3:15 p.m. - 4:00 p.m.

Elaina M Norlin, Executive Director/Regional Library Manager, African American Research Library and Cultural Grant, Broward County Library

Heather Wilson, Acquisitions and Electronic Resources Librarian, Caltech

Tony Diaz, Senior Geology Library Assistant, Caltech

Learn the basics of color theory (colorology) and how to use color in design and art. Color psychology is not only about "cool blues and warm reds." It studies the impact of color on the human mind and behavior. Each color focuses on a particular part of the body, evoking a specific physiological response, which in turn produces a psychological reaction. Essentially, color psychology provides you with a framework to be able to pull together colors, textures, type, pattern, and photographic or illustrative styles that will work together and help you communicate consistently to draw your audience into the content. Norlin provides the basics of color psychology and explains how to make this knowledge work to bring new life to your library marketing strategy, web design, and promotional materials. Diaz and Wilson share Caltech Library's recent experience in implementing the Stacks website and bento discovery layer. Using geology research questions to demonstrate the researcher's experience, Diaz and Wilson show how Stacks's metadata-driven approach bento manifests in the user experience, as well as how the Library has curated the website and search experience over the past year.

B105 - Empowering UX: LibGuides, Discovery & Sites

SHARE

4:15 p.m. - 5:00 p.m.

Randal Harrison, Emerging Technologies Librarian, University of Notre Dame

Sarah Dahlen, Research and Instruction Librarian, California State University (CSU)-Monterey Bay Library

Kenny Garcia, Research and Instruction Librarian, California State University (CSU)-Monterey Bay Library

These presentations focus on UX in different applications. Harrison discusses the shift from the A La Carte platform to Springshare's LibGuides CMS, a popular, mobile-friendly platform for curating library resources in guides. LibGuides has robust capabilities for creating rich interfaces using Bootstrap, and his library created a handbook for those not familiar with Bootstrap that outlines brand/identity and content standards and includes tools to create the code behind customized Bootstrap-specific features. Get tips, links to the handbook as well as UX best practices in LibGuides. Dahlen & Garcia talk about optimizing the simplified search interface of discovery systems for different search behaviors. Hear how one academic library employed usability testing to collect data on user behavior via scenario-based usability tests and a series of A/B tests, in which two simultaneously live versions of Primo captured search traffic from a large number of users performing authentic search tasks. Hear the results from Primo Analytics, which measured variables on user behavior.

Networking Reception in the Sponsor Showcase

5:00 p.m. - 6:00 p.m.

TRACK C - CUSTOMER ENGAGEMENT: STRATEGIES & PRACTICES

Being aligned with and critical to our communities is the lifestrategy for libraries. This track focuses on the strategies and practices of successful libraries which are making an impact on their communities, including partnering with social agencies and dealing with community issues; bringing fun, games, and security to youth and other segments of our communities; supporting long-distance book clubs; and more.

Moderator: M.J. D'Elia, Associate University Librarian, Academic (Acting), McLaughlin Library, University of Guelph

C101 - Content + Connection + Community = Contented Customers

SHARE

10:30 a.m. - 11:15 a.m.

David Lee King, Digital Services Director, Topeka & Shawnee County Public Library & and Publisher, davidleeking.com

Big or small, urban or rural, every library has three critical aspects that will always affect customers: content, connection, and community. Learn how to harness the C equation: the power of traditional and emerging content needs; face-to-face connections, whether online or in-person; and community building. Put these three C's to work and help your library achieve the ultimate goal: contented customers.

C102 - Survival Strategies for Community Libraries

SHARE

11:30 a.m. - 12:15 p.m.

Miranda Koshelek, Community Librarian, Edmonton Public Library (EPL), 2014 ALA Library of the Year

Margaret Kozinkiewicz, Community Librarian, Edmonton Public Library (EPL), 2014 ALA Library of the Year

Although there has been lots in the news these days about how libraries are handling the opioid crisis, libraries have been responding to community needs for years, including employing strategies to help those experiencing homelessness. Since implementing a Community-Led model of service delivery in 2008, one of the first, EPL has been able to more effectively identify and respond to changing community needs. Speakers highlight relationship-building strategies, share some creative approaches to maneuvering around unique barriers, discuss common road blocks and how to overcome them; describe some of their popular and valuable programs; as well as all you need to know to develop a responsive program for your Community-led library!

Lunch Break - A Chance to Visit Sponsors

12:15 p.m. - 1:30 p.m.

C103 - Making the Library Fun & Safe!

1:30 p.m. - 2:30 p.m.

Nicole Goff, Librarian/Book Diva, Mid-Pacific Institute

Caitlin Myers, Instruction & Technology Librarian, Vernon Area Public Library

Donna MacCartney, Instruction & Technology Librarian, Vernon Area Public Library

Chris Markman, Senior Librarian, Palo Alto City Library

In the first talk, Goff discusses growing a mindset of play and shares tips, ideas, strategies, and examples of the various online and unplugged activities and programs she's hosted as a librarian for different levels of students from elementary to high school. This should be a fun time for those with big budgets, no budgets, lots or little space, bright-eyed wunderkinds, and grouchy students. Absolutely no experience with coding at all is necessary (but she'll show you it's not such a scary thing). From bingo games and movie nights to Makey Makey and Sphero, there is something for every student to enjoy. The second presentation shares examples for reaching neophytes and nerds beyond the classroom: the tech savvy and late adopters. Technology discussion groups can fill that gap. Since everything is better over a cup of coffee, Vernon Area Public Library's Computers & Coffee offers senior citizens a safe, comfortable place to discuss, learn, and practice technology skills. Nerds with Beer, which meets at a local bar, connects Millennial community members for lively discussion about technology trends. Speakers demonstrate the benefits of monthly technology discussion groups, attendance statistics, evaluating ROI, and how these programs could be implemented at your library, big or small. Walk away with the tools to start these discussion groups in your community. Public libraries have made significant strides toward providing free cybersecurity-related outreach and education for adults, but many lag behind in reaching teens, who instead turn to camps, classes, and after-school programs for the same content. In this third presentation, Markman addresses game-based and privacy security education for teens and shares his experience and lessons learned as a 2018 Global Minecraft Mentor utilizing the Minecraft Education Edition platform to introduce security topics to a new generation of library users. He compares this new learning ecosystem to past efforts and future opportunities for a "gamified" library learning landscape.

Break in the Sponsor Showcase

2:30 p.m. - 3:15 p.m.

C104/105 - Using the Web to Reach Out

SHARE

3:15 p.m. - 5:00 p.m.

Kristin Baer, Web Marketing Librarian, Fresno County Public Library

Joe Lambert, Executive Director, StoryCenter

Cate McNamara, Library Faculty, Maricopa Community College District

Evan Lynch, Docent, Mayo Hayes O'Donnell Library (part of Monterey History & Art Association)

Janet Ward, Assistant Director, Web Services, Associate Professor, Library Science, Limestone College & University of South Carolina, Spartanburg Community College

Susan Moore, Information Literacy Librarian, Spartanburg Community College

This fast-paced mini workshop shares many engagement case studies with tips and lessons learned! Baer discusses the art of digital storytelling and how a number of California public libraries partnered with Berkeley-based StoryCenter to create opportunities for engagement through digital stories. Library staff and community members learned to capture meaningful life stories using recording equipment and a video editor to create customized, multimedia, digital artifacts of these experiences. To expand libraries' capacity to collect digital stories and conversations, StoryCenter collaborated with several of the California Listens libraries to develop the Listening Station, an iPad-based recording kit and app, which facilitates the recording of stories, StoryCorps-style conversations and interviews, in audio or video formats, and which automates the upload and delivery of recordings to participating organizations and individuals. Hear how leveraging user-friendly tech to collect and share community stories can help libraries build better relationships with the people they serve. McNamara discusses the creation of a Democracy Wall Project using a low-tech approach as a means to engage public discourse, build community capacity, and support civic engagement. Questions asked on the wall focus on city services and neighborhood issues, and it acts as a simple whiteboard where questions and responses are written using a dry erase marker. The project utilizes social media as a marketing tool to promote the project. Lynch discusses reaching out to patrons digitally via Google Tools. He's been using the tools provided with Gmail to extend the reach of a special library,

enabling him to provide outreach to people both local and visiting from outside the area. Get tips libraries of Attachment A can use to extend reach beyond traditional means with minimal budget outlay and much appreciation by patrons. Ward covers strategies that a college uses to address the information needs of freshmen and transfer students. The digital portal provides essential support to students in navigating their way through their first year of college, increases freshmen GPA scores, and aids in retention efforts. Ward discusses the creation of a comprehensive Library Guide as a platform for library instruction for freshmen, faculty, and staff.

Networking Reception in the Sponsor Showcase

5:00 p.m. - 6:00 p.m.

TRACK D - MODELS FOR LIBRARY SUCCESS

Moderator: Rebecca Jones, Managing Partner, Dysart & Jones Associates

D101/102 - Model for Private/Public Partners for Libraries

SHARE

10:30 a.m. - 12:15 p.m.

Steve Coffman, Vice President, Library Support Services, LSSI — Library Systems & Services

Yoko Hirose, CEO, Rapidwide Co., Ltd.

Satoru Takahashi, Director, Public Service Planning Division, Culture Convenience Club Co., Ltd.

Imagine one of Japan's largest book and media retailers joining forces with cities in Japan to create dramatic new "cultural department stores" that combine a library, a full-service bookstore, a Starbucks, and often a sit-down restaurant including a bar. It is happening, and our speakers share the secrets of true public/private partnerships in which the private partner designs the facility in cooperation with the city (these are all either totally new facilities or total refurbishments), puts up a share of the capital needed to build it, and then operates the entire facility—including the library portion—under contract to the city. Most serve populations of 50,000 to 100,000, some, in quite rural areas; facilities are open 12 hours a day, 365 days a year. The focus is on books, and the combination library and bookstore allows them to serve both those who want to buy and those who want to borrow. There are no public access computers ... but there is Wi-Fi everywhere and you can borrow an iPad from the reference desk if you do not have your own device (most people bring their own). There are no databases, and there are no dedicated meeting rooms. They do lots of programming, but furniture and fixtures are designed to be rearranged to accommodate programs, and they are hugely successful, with visits in some locations up as much as 1427%, with comparable increases in circulation, and the average length of visit has increased dramatically from 30 minutes to 3 hours in one facility, with comparable stats elsewhere.

Lunch Break - A Chance to Visit Sponsors

12:15 p.m. - 1:30 p.m.

D103 - Innovation & Excellence in Libraries: Copenhagen & Ontario Models

SHARE

1:30 p.m. - 2:30 p.m.

Sanne Caft, Deputy Director, Copenhagen Libraries

Stephen Abram, Principal, Lighthouse Consulting, Inc. & Executive Director, Federation of Ontario Public Libraries (FOPL)

Book-lending is declining, and there is a critical library bypass. When our position as a library is closely linked in the public eye to lending books, and librarians are on call in the physical library, we need to rethink the entire concept of what we do as library professionals and how we do it. While still maintaining that ever important library DNA, the Copenhagen Libraries are undergoing massive changes in both form and function, which calls for a radical new role for staff members, new targeted library services, increasing self-service, and a more digital mindset. The Copenhagen Model explains the why, the how, and the what in a strategic and practical turnaround of the libraries. It shares tips for other libraries in other countries to use in their communities. Abram then shares the "better together" strategy used by Ontario Public Libraries and its three representative associations to increase funding, develop

stronger ties to decision makers, and share the tasks for library success province-wide. Get tips for building a support team and lots more!

Break in the Sponsor Showcase

2:30 p.m. - 3:15 p.m.

D104 - Community Partnership Network for Youth

SHARE

3:15 p.m. - 4:00 p.m.

Julia Walkuski, Systems Librarian, University of Michigan-Dearborn (UM-Dearborn)

Molly Manley, Assistant Director, Office of Metropolitan Impact, University of Michigan-Dearborn (UM-Dearborn)

This talk focuses on how an academic library is becoming a community partner and resource in addressing the challenges faced by Detroit youth. In an effort to support UM-Dearborn community outreach initiatives, the Mardigian Library is providing resources through its community engagement collection, spaces, technologies, and electronic resources for hundreds of community partners. The campus offers training on state-provided resources, basic information literacy instruction, and research skills building. It hosts community conversations to determine how to best serve the needs of community partners. Approximately 25,000 Detroit youth are disconnected from work and education.

In an effort to combat some of the challenges facing youth, UM-Dearborn partnered with local schools, nonprofits, and workforce development agencies. The group worked to create a network that helps to address basic needs of the youth that are not being met (food, shelter, clothing, trauma), provide workshops and tutoring to get them to grade level, prepare them for higher education, link them to employers, and provide mentor support. Students from the university are placed with community partners or in schools in Detroit to support work with youth. Many workshops and activities are based on what youth identify as their needs. Within the first few weeks alone, the impact has been a tremendous morale boost for the youth. Join a mock community conversation, learn about discussions on community engagement training and resources, and more!

D105 - School & Public Libraries Unite!

SHARE

4:15 p.m. - 5:00 p.m.

Jim Peterson, IT Manager & Media Relations, Goodnight Memorial Library

Join Peterson as he reflects on the recent integration of the Simpson County Public School libraries with the Goodnight Memorial Library. He shares how they were able to partner up with the schools to give the students in all locations access to all the Goodnight Library's resources, including its subscriptions to EBSCO, World Book, OverDrive, RBDigital, and others. He discusses some of the shortcomings, workarounds, and fixes for the issues they've had so far and answers questions about implementation and upkeep.

Networking Reception in the Sponsor Showcase

5:00 p.m. - 6:00 p.m.

TRACK E - INTERNET@SCHOOLS

For DAY 1 of the K-12 focused Internet@Schools track, topics include Future Ready librarians, emerging literacies that need addressing, virtual reality, OER and how to generate new ideas.

Moderator: Carolyn Foote, Librarian/ District Librarian, Westlake High School/ Eanes ISD

E101 - Future-Ready?

SHARE

10:30 a.m. - 11:15 a.m.

Shannon Miller, Teacher Librarian & Future Ready Librarian Spokesperson

What does it mean to be a future-ready librarian? How will being a future-ready librarian affect my library, school, teachers, and especially my students? What can I do to become a future-ready librarian today? These questions are central to the Future Ready Librarians initiative and also what we ask ourselves every day as we embrace our roles

within the library and school community. Miller explores the critical role that librarians play in the strategic work of schools and educational systems connected with educational technology leadership, empowering students as creators and learners, content curation, innovative instructional practices, collaboration, community connections, and more. She shares stories and inspires us to embrace the change we can bring through our roles as librarians. Leave this presentation knowing you have what it takes to be a future-ready librarian!

E102 - Emerging Literacies

11:30 a.m. - 12:15 p.m.

Jane Lofton, Teacher Librarian, Rutgers University School of Communication & Information & School of Google for Education Certified Innovator & Trainer

SHARE

Based on recent experience teaching a Rutgers University course for librarians, this talk provides an overview of interdisciplinary literacies needed and discusses how to share them with students, offering tips on how to get started. Literacies explored include connected and social learning; information ethics and remix culture; curation; communicating knowledge and creative expression; media, global, and data literacy; computational thinking; mobile technologies; digital citizenship/leadership; social reading; making; and coding.

Lunch Break - A Chance to Visit Sponsors

12:15 p.m. - 1:30 p.m.

E103 - DiscoVR Beyond Expeditions

1:30 p.m. - 2:30 p.m.

Katie McNamara, Teacher-Librarian, Kern High School

Valarie Seita, Teacher-Librarian, Carmel Unified School District

SHARE

Go beyond expeditions and discoVR a whole new world. A world you can create. A world you can explain. A world for all to explore. Harness the power of 360 creation and make virtual reality interactive. App-smash 360 tools for increased engagement and intriguing learning experiences. Although expeditions and field trips are pretty amazing, there is much more to the 360 world. The first talk gives you the tools and techniques to enable students to not merely be consumers, but also creators of virtual reality. Then learn from another school's AR/VR journey about what works and what pitfalls to avoid to successfully bring VR to your school library. Explore ways to integrate VR across content areas and to support social emotional learning initiatives in your school.

Break in the Sponsor Showcase

2:30 p.m. - 3:15 p.m.

E104 - Building Better Ideas

3:15 p.m. - 4:00 p.m.

David Jakes, David Jakes Designs LLC

SHARE

The most important thing that anyone can do to improve what they do is to become more capable at generating ideas. This conversation explores the role that ideas have in catalyzing innovative practice in libraries and discusses the strategies and techniques that you can use to become better at building better ideas tomorrow. Join us for a provocative conversation about how you can nurture, curate, incubate, grow, extend, and remix ideas that enable you to create the raw material that supports innovative library practice.

E105 - Future-Ready OER: Trends & Strategies

4:15 p.m. - 5:00 p.m.

Cynthia Jimes, Director, Research Institute for the Study of Knowledge Management in Education

SHARE

The Institute for the Study of Knowledge Management in Education (ISKME), in collaboration with Florida State University, is conducting a 2-year study to explore the role of school librarians in advancing the use of open educational resources (OER) for teaching and learning. Funded by the IMLS, the study seeks to document school librarians' current digital and OER curation practices and to develop a framework and a set of practical recommendations for advancing open digital resource collections for the benefit of students, educators, and

communities. After introducing the what, why, and how of OER, the session presents the digital curation habits that are emerging through the study's interviews with school librarians across the U.S, and discusses the implications of integrating OER into the everyday curation practice of school librarians.

Networking Reception in the Sponsor Showcase

5:00 p.m. - 6:00 p.m.

WEDNESDAY, OCTOBER 17, 2018

KEYNOTE

Tomorrow's Architects

8:45 a.m. - 9:45 a.m.

Peter Morville, President, Semantic Studios

SHARE



We think we're creating programs, services, and software. But we're not. We are agents of change. Our systems shape belief and behavior at scale. Experience isn't enough. Methods, metrics, culture, and governance are shifting. As we strive to make sense of artificial intelligence, digital strategy, and the Internet of Things, it's never been more vital to think expansively about how we organize the future. In this spirited talk about the design of paths and goals, Peter Morville builds upon his famous "polar bear book" to reframe vision, strategy, process, and the information architecture of time; and draws from his latest book, *Planning for Everything*, to reveal four principles and six practices essential for shaping the future.

Coffee Break in the Sponsor Showcase

9:45 a.m. - 10:30 a.m.

TRACK A - CONTENT MANAGEMENT

Libraries continue to manage and interact with content, looking for better ways to access and surface content for their communities. This stream of talks starts with looking at internal information and how to look at content management as a whole. Other sessions focus on digitizing, archiving, and provide case studies and examples of CM practices.

Moderator: Doris Small Helfer, Engineering, Computer Science, FCS, and Social Social Sciences, Oviatt Library, California State University, Northridge & SLA, ALA, CARL

A201 - Brainstorming a CM Program

10:50 a.m. - 11:15 a.m.

Jaye A. H. Lapachet, Knowledge Management Specialist, CEB / Continuing Education of the Bar

SHARE

Many organizations do not have any sort of system for managing internal information enterprise-wide. Our experienced content manager discusses five aspects to consider when starting a content management (CM) program. Content has a value to an organization in the same way that software or cash does. If employees in organizations cannot find the information or content they need to complete mission-critical tasks, what is that lack of findability costing the organization? If people have to redo work because they can't find a template or model, what is the cost of that hidden content? One expert suggests that if 15 minutes per day could be saved in more organized information, \$625,000 per 1,000 employees would be saved. Can you streamline and save money in your organization?

A202 - Digitizing & Archiving

11:30 a.m. - 12:15 p.m.

Susie Kopecky, Librarian, Allan Hancock College
John Sarnowski, Director, ResCarta Foundation

SHARE

Kopecky describes one college library's efforts to begin digitizing a family estate archive that was gifted to the college from its namesake family. Staff began from scratch to learn about how to best organize and begin the process of converting to digital. Along the way, they researched best practices and sought local and far-away partners. The

process is ongoing, but they want to share their experiences, learnings and excitement for where it will go. Attachment A
 second presentation, Sarnowski agrees that pushing local videos to YouTube is great for discovery and display. Page 68
 what are you doing to maintain them over time? He discusses archiving for YouTubers and looks into multimedia
 formats, metadata and preservation tips. He shares tips, knowledge, and software to keep important materials
 properly archived.

Lunch Break - A Chance to Visit Sponsors

12:15 p.m. - 1:30 p.m.

A203 - Crawled & Collected, Now Access & Discovery in Web Archives SHARE

1:30 p.m. - 2:30 p.m.

Jillian Lohndorf, Web Archivist, Internet Archive

Kris Kasianovitz, Government Information Librarian, Stanford Libraries

Kevin Miller, UC-Davis

Rachel Taketa, Library Specialist, UCSF

This experienced panel of practitioners explores the why and how of providing access to web archives. After an overview of the options and technical components for providing access, our speakers discuss why and how their institutions provide access to web archive content, and who their core audience is. In the process, they delve into their specific case studies including their decision-making process and workflows.

Break in the Sponsor Showcase SHARE

2:30 p.m. - 3:15 p.m.

A204 - Big Data, Libraries, & Privacy SHARE

3:15 p.m. - 4:00 p.m.

Andrew Weiss, Digital Services Librarian, Oviatt Library, California State University, Northridge

Weiss looks at the intersection of the world of big data and libraries, with a special emphasis on user privacy. The impetus for tracking and assessing students and users is the promise of better service. But what are the limitations of big data itself? What are the implications and limitations of assessing student performance in the library through big data tracking techniques? What negative impact to patron privacy occurs in the era of big data, and how do libraries protect it? What changes must be made to library privacy policies to better accommodate privacy and surveillance concerns? These and other issues are discussed.

A205 - Digital Archive From Scratch SHARE

4:15 p.m. - 5:00 p.m.

Solomon Blaylock, Reference Librarian, Middlebury Institute of International Studies at Monterey

A chance conversation with a grad student in 2017 led to a partnership in building a digital archive of video interviews, transcripts, and still images designed to fill an important gap in military policy research. The team started small, and a willing librarian quickly found himself in deep waters, tasked with designing a full project plan, including ingestion workflows, a metadata schema, and an Omeka exhibit. This presentation maps the project from its inception to the present and highlights valuable resources collected from far-flung sources to provide a template for librarians interested in facilitating similar digital humanities projects.

TRACK B - TECH TOOLS

This stream focuses on emerging tech and library tech trends, and microservices and takes an in-depth look at new blockchain technologies and the opportunity for libraries.

Moderator: Jim Tchobanoff, President & Owner, Tchobanoff Research & Consulting

B201 - Tracking Emerging Tech Trends SHARE

10:30 a.m. - 11:15 a.m.

David Lee King, Digital Services Director, Topeka & Shawnee County Public Library & and Publisher,
davidleeking.com

Technology has changed the face of libraries and is continuing to change how we work and how we deliver services to our library customers. This session focuses on personal strategies you can follow to keep up with emerging technology trends and provides you with suggestions for how you can incorporate these trends into your library. King explores four major areas: why you should stay on top of technology trends, the trend watchers you should follow and how to follow them, practical ways to incorporate new technology trends into your library, and how to prepare for and know when not to pursue current trends. The goal is to help you become better prepared for technology changes now and in the future.

B202 - Library Tech Industry Update & Trends

SHARE

11:30 a.m. - 12:15 p.m.

Marshall Breeding, Independent Consultant, Library Technology Guides

Drawing from his latest surveys and reports, Breeding shares librarians' impressions of their integrated library systems and associated vendors, the systems currently in use by libraries to manage their collections and automate their operations, the shape of the industry due to mergers and acquisitions, and the development of new models of management and discovery systems. Always a highlight, this session brings you up-to-date with what's happening in the library tech industry!

Lunch Break - A Chance to Visit Sponsors

12:15 p.m. - 1:30 p.m.



B203 - Microservices: Architecture & Apps

SHARE

1:30 p.m. - 2:30 p.m.

Marshall Breeding, Independent Consultant, Library Technology Guides

Get an introduction to the microservices architecture and how it differs from the monolithic style of software development. Microservices have emerged as the preferred approach for complex business applications deployed at massive scale. This architecture has increasingly been incorporated into new applications for libraries. Breeding provides perspective on how this style of software development and deployment will increasingly enter the library sphere.

Break in the Sponsor Showcase

2:30 p.m. - 3:15 p.m.

SHARE

B204/205 - Blockchain & Opportunities for Libraries

SHARE

3:15 p.m. - 5:00 p.m.

Jason Griffey, Founder & Principal Consultant, Evenly Distributed LLC & Affiliate - MetaLab @ Harvard
M Ryan Hess, Digital Initiatives Manager, Palo Alto City Library
Brigitte Shull, SVP, Cambridge University Press

Libraries are just beginning to explore blockchain, the technology behind cryptocurrencies such as Bitcoin. But the opportunities for libraries go beyond digital money. Blockchain is being explored as the backbone of a more free and open internet, as well as a means for authentication and for privacy and security. This mini-workshop discusses the possibilities for blockchain technology, including smart contracts, illustrates various ways the technology is being used today, and explores how libraries might apply blockchain to deal with intellectual property, scholarly publishing, and copying as well as managing users, ensuring patron privacy, expanding collections beyond our walls, and even helping to build the internet of the future.

TRACK C - ENTERPRISE: TOOLS, TECH & NEW RULES

Moderator: Kimberly Silk, Principal, BrightSail Research

C201 - Grow, Experiment & Learn: Microsoft Library Evolution

10:30 a.m. - 11:15 a.m.

Nicole Partridge, Business Program Manager, Microsoft Corp. Library & Archives

Philippe Cloutier, Business Program Manager, Microsoft Corp. Library & Archives

Microsoft has gone through one of the greatest corporate transformations in history. Find out how the Microsoft Library team's commitment to community, data, and trust has evolved the 35-year-old library and developed habits to experiment, fail fast, and learn fast. Get lots of ideas, strategies, and tips for evolving your library!

C202 - Altmetrics & Effectiveness

SHARE

11:30 a.m. - 12:15 p.m.

Charlotte Spinner, Information Architecture Analyst, Research, AARP

Christine Rasmussen, Director, Communication & Creative Services, AARP Research, AARP

After looking into altmetrics a few years ago in an effort to assess and increase the reach of AARP's research efforts, but unable to get buy-in from upper management, a change in leadership enabled moving ahead. They compared Plum Analytics and Altmetric from demos and landed with Altmetric. Spinner and Rasmussen wrestled with all the work required to be able to use the service: they needed DOIs on their research, which were new to them, and needed infrastructure in place on the pages as well. They identified hundreds of past reports to track and retrospectively add the necessary components for Altmetric. Now, a year into AARP's relationship with Altmetric, they are up and running and watching their Altmetric attention scores rise. Senior leadership is thrilled with the story Altmetric tells about who engages with their research and how, and they plan to monitor attention scores in relation to social media campaigns and other media efforts to see effectiveness.

Lunch Break - A Chance to Visit Sponsors

12:15 p.m. - 1:30 p.m.

C203 - Trusted Advisor 2.0 & ROI of KM

SHARE

1:30 p.m. - 2:30 p.m.

Paul Barrows, Research Librarian, Research Library & Bank Archives, Federal Reserve Bank of San Francisco

Krista Ford, Director, Research & Library Services, Steptoe & Johnson PLLC

As trusted advisors, information professionals use research and relationship-building expertise to shape and develop their customers' projects from inception to completion. After a review of the relationship pyramid model and key concepts from last year's Trusted Advisor session, this year's presentation takes the conversation a step further. How do you create a personal strategic plan to keep your partnerships growing? How do you create and manage embedded partnerships? How do you retain and deepen your existing partnerships while cultivating new ones? How do you rebuild when partnerships fall apart? Using personal experience and case studies, Barrows addresses how to stay agile as a trusted advisor, addressing the shifting nature of partner relationships and organizational needs. As the director of library services, Ford has grown the department from simply a legal research team, to a group that works on proposals, strategic plans, merger/growth targets, and as direct client advisors. Given the unique position of librarians and researchers as advisors and data analysts and their ability to use knowledge management tools to gather and analyze large amounts of data and trends, they can add value by advising our internal clients. Get tips and ideas!

Break in the Sponsor Showcase

SHARE

2:30 p.m. - 3:15 p.m.

C204 - Bibliometrics, Planning, & Shooting for the Stars!

SHARE

3:15 p.m. - 4:00 p.m.

Jill Konieczko, Director, Library Services Division, Zimmerman Associates, Inc. & NASA Goddard Library

This session shares lessons learned by the NASA Goddard Library in offering a new bibliometrics program for researchers at the NASA Goddard Space Flight Center. The library, which is under contract to the Cadence Group and Zimmerman Associates, Inc., has been recently renovated and reinvented, and awarded the 2016 FEDLINK

Large Library of the Year. The bibliometrics program included training and research support, and required a significant amount of outreach and education; however, no additional staff was added to meet the demands of the new program. A customer's small research project, creating comprehensive research portfolios for eight researchers, presented a prime opportunity to identify the scale and scope of offering bibliometrics as a library service. Get tips and insights from the piloting of a new library service focused on research assessment and learn how it might work in your environment.

C205 - Visualizing Value

SHARE

4:15 p.m. - 5:00 p.m.

Christine Ponte, Digital Library Group Lead, The MITRE Corporation

Deanna West, Acting Department Head, Information Services, The MITRE Corporation

In today's environment of budget cuts and constraints, librarians need to continuously demonstrate the value of resources and services. While great for tracking metrics, spreadsheets don't always capture the full picture of an organization's offerings. MITRE's InfoServices turned to Tableau visualization software to take a more in-depth look at its services. MITRE's ability to tell a story, share metrics, and gain insight into its customer base has increased dramatically since using Tableau. Tableau has reduced the manual chore of developing information in a flat format, replacing it with dynamically generated content that can be filtered on-the-fly as MITRE looks at trends over time and across our services. Tableau enables MITRE to answer questions such as what research is being done, who is doing it, who is it done for and how often, is the whole company being reached or only parts of it, and are MITRE staff using all departments' services or just one? MITRE's use of Tableau has improved the communication of its value to customers, stakeholders, and senior management.

TRACK D - MARKETING FOR AWARENESS & IMPACT

We know we have terrific programs and services, and most of our customers do too, but what about the rest of our communities? This series of sessions looks at the competitors to libraries, learning from successful organizations and businesses, using stories and mindfulness, and tuning up our Google Analytics and Business!

Moderator: Sara Tompson, Manager, Library, Archives & Records Section, Jet Propulsion Laboratory & Fellow of the Special Libraries Association

D201 - Library Competition: Take It Seriously!

SHARE

10:30 a.m. - 11:15 a.m.

Scott Hargrove, Chief Executive Officer, Fraser Valley Regional Library

Thirty years ago, libraries dominated the information landscape. If you had a question, chances are you went to a library to find the answer. Fast-forward to today, and libraries are a small player in a crowded landscape, fighting for resources and funding, and in direct competition with a myriad of other players for that most precious of resources: people's time. Join us to learn about models and tools we can use to refine our business model, improve our services and collections, and remain a viable source of information and support for our communities and stakeholders.

D202 - You Don't Need to Own It: Lessons From Unicorn Category Killers

SHARE

11:30 a.m. - 12:15 p.m.

Amy Affelt, Director, Database Research Worldwide, Compass Lexecon & Author, The Accidental Data Scientist: Big Data Applications & Opportunities for Librarians & Information Professionals

Research has shown that "making life better" is the No. 1 predictor of loyalty to a company, brand, or product, with rental companies as a hot growth vertical. We don't own our music, movies, or formalwear anymore, yet libraries are the original lenders. How do we reclaim our territory? What strategies can we borrow from super-successful, cuttingedge companies that either trounce their competition or completely dominate because there is no one else like them? What would libraries have to do to make municipalities fight for them in a "Hunger Games" competition such as Amazon's, where more than 230 cities tried to land their second headquarters location? We take look at the

secret sauces of Amazon, Stitch Fix, 23andme, Rent the Runway, and others to see how libraries can learn from them not only their triumphs but also their missteps. Then, we brainstorm about holes that need to be filled and how libraries can partner with innovators to assume those roles.

Lunch Break - A Chance to Visit Sponsors

12:15 p.m. - 1:30 p.m.

D203 - It's All About Story

1:30 p.m. - 2:30 p.m.

Ben Bizzle, Founder & CEO, Library Market

Susan Considine, former Executive Director, Fayetteville Free Library (FFL) & Strategic Doing Consulting, CEO

SHARE

Working in a library can be tough, rewarding, and inspiring. We all need a little reminder of our impact and value every now and then to help us keep moving forward with our good work. In anticipation of their new book, *It's All About the Story*, please join our popular and experienced speakers in an interactive storytelling session about the impact libraries have on the lives of the people we serve. They share stories from their book and invite you to share your inspirational library stories as well.

Break in the Sponsor Showcase

2:30 p.m. - 3:15 p.m.

SHARE

D204 - Learning from Customers/Patrons/Users/Clients

3:15 p.m. - 4:00 p.m.

Jeremy Wilson, CEO, Niche Academy

SHARE

Whatever you call them, we can learn a lot from them! Our speaker heads an organization focused on accessible online training. He shares what he has learned from customers across thousands of libraries by watching over a million video tutorials. Get lots of tips and ideas for engaging your community and having a strong impact on their learning and improve their digital future.

D205 - Google Analytics & My Business

4:15 p.m. - 5:00 p.m.

Trey Gordner, Founder/CEO, Koios

Michael Buono, Reference & Community Services Facilitator, Brentwood Public Library

SHARE

Google Analytics is one of the most powerful tools available to an internet librarian. But few of us have the time to master the advanced features while balancing other responsibilities. Learn the most important features of Google Analytics for libraries from an expert in digital marketing, then set goals and assign values to track ROI, identify and troubleshoot confusing pages on your website, use tags to evaluate marketing and outreach efforts, and consolidate database usage into a single dashboard. Buono discusses Google My Business, a free Google services that controls the business listing that appears on the right of a Google search. He shares best practices for creating and managing this listing, covers the basics of setting up the listing, and highlights the features every library must use and why it is important.

TRACK E - INTERNET@SCHOOLS

For Day 2 of the K-12 focused Internet@Schools track, learn about storytelling with video, multimedia tech tools, 1:1 technology and libraries, and how to build critical thinking.

Moderator: Carolyn Foote, Librarian/ District Librarian, Westlake High School/ Eanes ISD

E201 - Telling the Library Story: Messaging & Media Strategies

10:30 a.m. - 11:15 a.m.

SHARE

David Jakes, David Jakes Designs LLC

Your library is filled with stories of learning, of discovery, of exploration and of human connection. It's time to start telling those stories. To that end, Jakes explores the importance of creating a messaging and storytelling program for your library. Learn how to create compelling videos that capture the role that the library plays in learning and in the lives of students. Learn proven storytelling techniques and have the opportunity to explore the very best technologies that are available to do this work. We also discuss how to use these capacities to support a more capable student video creation experience. Ramp up your storytelling and video creation skills in a single hour to become a teacher-librarianstoryteller-videographer!

E202 - What Students Say About Libraries

SHARE

11:30 a.m. - 12:15 p.m.

Carolyn Foote, Librarian/ District Librarian, Westlake High School/ Eanes ISD

Too often, students have little voice in the design of our libraries. How can we get input into our space design from our patrons, and what are they trying to tell us? Explore strategies and tech tools for gathering student input, and see the results of surveys and student impact.

Lunch Break - A Chance to Visit Sponsors

12:15 p.m. - 1:30 p.m.

E203 - Laptops for Everyone

SHARE

1:30 p.m. - 2:30 p.m.

Sherri Crawford, Library Media Specialist, Shawnee Mission North High School

A high school library went to the 1:1 model, increased student readership and enthusiasm about books, then underwent a renovation to create a flexible learning environment to support the new technology and methods of teaching. This session shares tips, best practices, successes and failures of 1:1, as well as how to merge the old library mission with new tech.

Break in the Sponsor Showcase

SHARE

2:30 p.m. - 3:15 p.m.

E204 - Critical Digital Citizenship for School Libraries



SHARE

3:15 p.m. - 4:00 p.m.

Mark Roquet, Librarian, Seven Hills School, Walnut Creek, California

Digital citizenship education typically covers topics such as staying safe online, fighting cyberbullying, and copyright law awareness. Notably, many popular digital citizenship curricula are either created or funded by Silicon Valley companies. Engaged citizenship requires more than following rules and avoiding conflict—it means having the knowledge and agency to make society better. In order to be impactful citizens, our students need to understand the major forces that continue to reshape our society, economy, and information landscape. How can we prepare our students to tackle discriminatory algorithms, online harassment, the sharing economy, and digital threats to our democracy? Join us for an open-ended discussion about how we can rethink digital citizenship to prepare students to be change makers rather than just consumers.

E205 - Multimedia Tools

SHARE

4:15 p.m. - 5:00 p.m.

Gary Price, Co-Founder, infoDOCKET & FullTextReports

The web now is far more than text. The volume of audio, video, and other types of multimedia is incredible. There are lots of new tools to search the masses of multimedia available. Our experienced and popular speaker shares the best tools for faster and easier access to the vast resources out there!

WEDNESDAY EVENING SESSION

Are Librarians Smarter Than a Machine?

7:30 p.m. - 9:00 p.m.

Moderator: Stephen Abram, Principal, Lighthouse Consulting, Inc. & Executive Director, Federation of Ontario Public Libraries (FOPL)

Susan Considine, former Executive Director, Fayetteville Free Library (FFL) & Strategic Doing Consulting, CEO
Gary Price, Co-Founder, infoDOCKET & FullTextReports

Amy Affelt, Director, Database Research Worldwide, Compass Lexecon & Author, The Accidental Data Scientist: Big Data Applications & Opportunities for Librarians & Information Professionals

David Lee King, Digital Services Director, Topeka & Shawnee County Public Library & and Publisher, davidleeking.com

Artificial intelligence (AI) helps the learning curve for machines. Curiosity and knowing the location of endless resources support librarians. Get some facts in a fun atmosphere, see some interesting demos, watch the competition, and vote for the smartest! See Amazon Echo & Echo Dot Kids–Alexa, iPhone Siri, Google Home, and Dewey (Palo Alto City Library Robot) pitted against library industry stars! Bring your smart phone/computer too!

THURSDAY, OCTOBER 18, 2018

KEYNOTE

Market Impact: Creating Positive Outcomes & Actions

8:45 a.m. - 9:45 a.m.

Susan Bailey Schramm, Founder & Principal, Go to Market Impact

SHARE



After seeing the potential for libraries as an agent of change at the Computers in Libraries 2018 conference, this experienced industry leader provides strategies for how we can create greater impact in the communities we serve. After leading marketing and sales for Fortune 500 companies as well as non-profits, Schramm now consults with organizations to create tangible outcomes during times of change. She provides pragmatic approaches to help tightly align new strategies with your marketing efforts to speed impact. Using a customer centric approach, she helps organizations clarify their messages, navigate stakeholder communities, and engage employees, customers, and partners to move them to action. Get strategies, insights, and practical methods to increase confidence and impact in your community, whether you are part of an academic campus, a city or town, a government department, hospital or a business!

Coffee Break

9:45 a.m. - 10:15 a.m.

TRACK A - INNOVATION & REINVENTION!

Are we embracing the future yet? Some of us are really moving in that direction! Hear about robots, augmented reality, retooling of academic librarians, and new ways to reach customers for discovery and awareness! Join this exciting group of speakers as they share their paths to the future and success with their communities!

Moderator: Daniel Lee, Practice Lead, Toronto Region, ARC Business Solutions Inc. & SLA Fellow

A301 - Robot Meets Library

10:15 a.m. - 11:00 a.m.

Dan Lou, Senior Librarian, Palo Alto City Library

M Ryan Hess, Digital Initiatives Manager, Palo Alto City Library

SHARE

Palo Alto City Library is taking the lead in exploring how nascent robot technologies can be applied in library programs. The effort started from last year's Pacific Library Partnership Innovation Grant. The library is experimenting with a humanoid robot named Dewey. Dewey is coded to tell stories, carry out dance routines, take photos, send emails, strike smart conversations with third-party APIs, and do many more things. Dewey has performed in various programs and events, such as story times, introductory coding classes, and community conversations. Our experience has shown that robots and libraries are a great match, with customers from a wide range of age groups enjoying the opportunities to engage with a robot. Get the basics of how to start similar robot-embedded programs at libraries, and hear lessons learned in advocating coding and robot technologies to the public.

A302 - Beyond Thunderdome: Robots, Knowledge Creation, & Innovation

11:15 a.m. - 12:15 p.m.

Bonnie Roalsen, Library Director, Dedham Public Library

John Walsh, User Experience & Access Manager, Dedham Public Library

SHARE

From their internal drone flying obstacle course and their musical stairs to their historical augmented reality overlays and innovative organization of knowledge, and their extreme focus on equitable access, robots, distributed

community, and knowledge creation, the Dedham Public Library is a leader in developing best practices with Attachment A to the 22nd century. Come learn what the library is up to and leave with plenty of ideas to bring back to your community and libraries. **Page 76**

Lunch Break

12:15 p.m. - 1:30 p.m.

A303 - Retooling Academic Librarians

SHARE

1:30 p.m. - 2:15 p.m.

Kerry Sullivan, Associate Library Director, Walden University

Colleen S. Harris, Digital & Data Services Librarian, California State University Channel Islands

Reference has long been the hallmark of library services, and while at a distance, it has served us well, the bucket was too full. Armed with a strategic plan and university approval, Walden Library leadership altered and transformed its one-to-one services in 2017. The first talk describes the service models used and the transformation of the library highlighting renewed staff engagement and shares innovative models for high-level research services and outreach to doctoral students and faculty as well as other students. Our second speaker asks: Given carte blanche, how would you design digital services for your library? She offers examples of how one academic library is developing a new suite of digital library services by investing in librarian skill sets and capitalizing on existing university-community and librarian-faculty relationships. Examples offered include technologically retooling a former access services and instruction librarian, pursuing an environmental scan of student and faculty research activities, and considering data partners such as the National Park Service and newly hired faculty working in digital scholarship. Hear lessons learned and get recommendations based on size, service population, and scalability.

A304 - Discovery Kiosks: Creating Intuitive, Innovative, & Interactive UX

SHARE

2:30 p.m. - 3:15 p.m.

Yunmi Hwang, Director, Technologies, Richmond Hill Public Library (RHPL)

In 2016, RHPL needed to replace 22 OPAC computer stations. Although OPAC stations are used frequently by the customers, user sessions were brief due to the nature of its function. Increasing use of personal devices to access the online catalog and the introduction of a mobile app for catalog searching diminished the need of catalog-searching-only-stations. In addition, OPAC stations took significant footprint in highly used spaces in the library. Considering these challenges, the library turned them into opportunities by creating a project to convert OPAC stations to Discovery stations. Discovery kiosks strategically located throughout the building encourage interaction. Touchscreen kiosks have welcome screens to discover library services including the online catalog, programs and events, floor plans, and FAQs. When users are not interacting with the kiosk, the screen displays images, video, and flyers functioning like promotional digital signage. Launched earlier this year, the project anticipates an increase in the number of OPAC sessions searching library materials, enrichment of customer choices with more options to find library resources and services, and the creation of intuitive and interactive customer experience. Come hear the results!

TRACK B - MAKERSPACES: TIPS & PRACTICES

Makerspaces have developed quickly over the last 5 years in all types of organizations and libraries. If you are just starting on this journey, get a road map from the early pioneers. Get ideas from our practitioners in public libraries, schools, colleges, and universities. Share experiences and learn from each other!

Moderator: Dr. Tod Colegrove, Head of DeLaMare Library, University of Nevada, Reno

B301/302 - From Makerspace to Solve Space: A Road Map

SHARE

10:15 a.m. - 12:15 p.m.

Moderator: Dr. Tod Colegrove, Head of DeLaMare Library, University of Nevada, Reno

Susan Considine, former Executive Director, Fayetteville Free Library (FFL) & Strategic Doing Consulting, CEO

Chad Mairn, Librarian, Innovation Lab Manager, St. Petersburg College

Peter Raymond, CEO/Founder, SolveOS

Brian Pichman, Director of Strategic Innovation, Evolve Project

Whether you already have a makerspace or are ready to start developing one, this mini-workshop is filled with ideas and strategies to move forward. Filled with tips and techniques, our experienced speakers give you all you need to get started with a makerspace in your area and to move it into becoming a solve space! They share challenges such as dealing with tech and funding, present real-world examples, and inspire you with the impact of their initiatives.

Lunch Break

12:15 p.m. - 1:30 p.m.

B303 - Makerspaces & Collaboration

SHARE

1:30 p.m. - 2:15 p.m.

Susie Kopecky, Librarian, Allan Hancock College

Trevor Passage, Librarian, Allan Hancock College

Isis Leininger, Learning Commons Supervisor, Oviatt Library, California State University (CSU)–Northridge

Justin Kovalcik, Director of Library Information Technology, California State University (CSU)–Northridge

The first talk discusses an interdisciplinary faculty team from the library and industrial technology departments at Allan Hancock College who successfully applied for and won a \$350,000 grant to build a makerspace from the ground up, courtesy of the California Community College Chancellor's Office. Without a dedicated space, but with great drive, the team began from scratch, reaching out to the community, arranging paid student internships, working collaboratively across the disciplines (from the library to industrial tech to fine arts, electronics to culinary arts to graphics, and more). It is an ongoing collaborative venture and is starting to catch the attention of the larger community. The second presentation focuses on the Creative Media Studio at CSUN's Oviatt Library, which like other makerspaces, has been a success doing work outside of its walls in exploring and building the maker culture around campus. From events and workshops to classes that explore interdisciplinary learning, maker culture is not, and should not be, restricted to the walls of a makerspace. Presenters not only focus on why having a makerspace is an important step in fomenting innovation, but also on how academic libraries can embrace other strategies to support and encourage campus innovation. Get insights and ideas to develop similar programs on your campus or within your community.

B304 - What's Next? Post Makerspace

SHARE

2:30 p.m. - 3:15 p.m.

Brian Pichman, Director of Strategic Innovation, Evolve Project

As libraries continue to evolve, what is after makerspaces? What can we learn from others (CES, SXSW, etc)? What should libraries be looking toward in the future? Should they focus on the collection of information, building community repositories, educating and training communities of skills? This session covers ideas to help take your library to a new level. If you are a forward thinker, want to take a few risks, and really expand what a library can do, this is an interactive for you. Let's brainstorm and build the library of tomorrow.

TRACK C - MANAGEMENT

As strong as our library programs and services are, our operations have to match that strength. Get ideas and insights as well as practical tips for improving the measures, communication and operation of your organization.

Moderator: Rebecca Jones, Managing Partner, Dysart & Jones Associates

C301 - Library: A Strategic Asset Hidden in Plain Sight

SHARE

10:15 a.m. - 11:00 a.m.

Kathy Harden, Electronic Resources & OER Guru, University of Mary Hardin-Baylor

Anne Price, Public Services and Marketing Guru, University of Mary Hardin-Baylor

Harden and Price were inspired by two sessions at the 2017 Internet Librarian conference to adopt new strategies that demonstrate the value of the library as a contributor to student learning and success. Their story begins with a

simple email to the vice provost requesting his approval to transfer dedicated monograph acquisition funds to purchase textbooks as library reserves. This email not only rekindled an initiative to reduce student textbook costs but also led to invitations to speak at Deans' Council, Faculty Council, and then to the faculty as a whole. Realizing the door was now open, and with the encouraged support of new administrators, they established new priorities: 1) illuminate hidden pathways for faculty as they explore options to find more affordable learning resources for students; 2) create information literacy portals that introduce library resources and services into all modes of delivery; and 3) eliminate barriers to deeper assessment that help frame the library's connection to student success. Hear how they partnered with faculty to expand textbook reserves, maximize the use of existing library resources, and help faculty identify, adopt, adapt, and create open educational resources (OER); how they collaborated with faculty to incorporate info lit modules into traditional, online, and competency-based course curricula; and how they work with campus partners to expose hidden learning analytics. Full of tips on getting librarian's roles and expertise recognized and marketing/re-educating administrators and faculty on the value librarians add to teaching and research.

C302 - What Our Library Stopped Doing!

SHARE

11:15 a.m. - 12:15 p.m.

Rebecca Jones, Managing Partner, Dysart & Jones Associates

Laura Soto-Barra, RAD Chief - Research, Archives & Data Strategy, NPR RAD, NPR

Every service a library offers, and every task staff perform is an investment for the library. A library's service and content portfolios must be managed in the same way that a healthy financial portfolio is managed: Divest in one area to invest in another. Jones describes a simple "portfolio management tool" that can help libraries identify what services, tasks, and content purchases can be stopped, started, or continued, and how public and academic libraries have stopped doing things to make way for higher-valued efforts. Soto-Barra presents the incredible changes and achievements for NPR's RAD since RAD stopped doing "this" to turn their attention to "that."

Lunch Break

12:15 p.m. - 1:30 p.m.

C303 - Measure the Future: Next-Gen Metrics for Libraries

SHARE

1:30 p.m. - 2:15 p.m.

Jason Griffey, Founder & Principal Consultant, Evenly Distributed LLC & Affiliate - MetaLab @ Harvard

Imagine having a Google-Analytics-style dashboard for your library building: number of visits, what patrons browsed, what parts of the library were busy during which parts of the day, and more. Measure the Future, with a Knight Foundation grant, is working to make that happen by using open hardware-based sensors that can collect data about building usage that is now invisible. Making these invisible occurrences explicit will allow librarians to make strategic decisions that create more efficient and effective experiences for their patrons. Hear more from the librarian behind this initiative!

C304 - Changing Stakeholder Expectations for Library Value

SHARE

2:30 p.m. - 3:15 p.m.

Bill Irwin, Assistant Professor, Huron College

Kimberly Silk, Principal, BrightSail Research

Thanks to the recent emphasis on evaluation, measurement and ROI, many libraries have successfully integrated evaluation practices into workflows. Unfortunately, many have been focusing on metrics that don't inform their practice or make libraries better. Metrics such as circulation, program attendance, and technology use give us data about library activities, but don't tell us anything about why people visited the library, if they accomplished their goals during their visit, or what would have improved the experience. Moving beyond counting activities to establishing new, meaningful metrics demonstrates how we are improving the organization, our culture, and the community and communicates and educates these values to stakeholders. Explore how meaningful metrics that are connected to the strategic plan can be implemented to measure social impact, and subsequently tell stakeholders about library value.

TRACK D - LIBRARIES & THE VIDEO ERA

Libraries are all about learning! Hear how many are using video to reach their communities in new and exciting ways.

Moderator: David Lee King, Digital Services Director, Topeka & Shawnee County Public Library & and Publisher, davidleeking.com

D301 - Immersive Video Displays = Site for Public Storytelling

SHARE

10:15 a.m. - 11:00 a.m.

Neale Stokes, Librarian, Digital Content Team (DCT), Los Angeles Public Library

This session shares insights gained from planning and creating content for a large-scale, immersive digital video screen in Los Angeles Public Library's Central Library. Constructed in 2017 in tandem with a new, technology-rich digital commons space, the video wall is a 28-foot-wide, high-definition video screen located in a previously empty and disused area. A dramatic and prominent centerpiece to the library's atrium, it is immediately visible to the many people who pass through the library every day. Librarians from the newly formed DCT were tasked with crafting a content strategy for the video wall, planning and producing original content, and curating content from a range of sources, including digital artists and filmmakers. Working from a guiding vision of a visual experience that emulates the serendipity of browsing a bookshelf in a library, DCT librarians sought to establish the video wall as a space for immersive digital storytelling and minimizing its use for more conventional promotion of library programs and services. To the greatest extent possible, the DCT has sought to tell a compelling visual story that feels relevant to the general viewer. As the wall approaches its first anniversary, the DCT plans to commission work from emerging artists, including interactive and generative works, and to focus on the development of the video wall as a premier venue for the display of digital art in Los Angeles. In addition to sharing the DCT's approach to content for their video wall, this session discusses the significance of this being a librarian-directed effort and explores more broadly the rapidly expanding world of immersive displays, digital signage, and narrative architectural lighting as a potential site for librarianship.

D302 - Integrating iPad Kiosk Tech & Photos

SHARE

11:15 a.m. - 12:15 p.m.

John Shoesmith, Outreach Librarian, Thomas Fisher Rare Book Library, University of Toronto & Podcaster

Digital content curation alongside print can provide new avenues of user experience. When the U of T's Rare Book Library was launching an exhibition featuring the largest collection of Allen Ginsberg photographs in the world, the challenge was to display as many of the photos it could within its physical space. This case study discusses the process of adding touchscreen kiosk technology to an exhibition space. Incorporating iPads allows curators the flexibility to offer an enhanced user experience: from additional images of books and archival material, to multimedia. A library team collaborated with IT services, along with facilities management and conservation staff, to implement four iPads into an exhibition that featured over 80 photographs. Triumphs, and unexpected barriers, are shared. Helpful tips and a roadmap for those planning their own iPad integration projects is included.

Lunch Break

12:15 p.m. - 1:30 p.m.

D303/304 - Video Tools, Creation & Impact

SHARE

1:30 p.m. - 3:15 p.m.

David Lee King, Digital Services Director, Topeka & Shawnee County Public Library & and Publisher, davidleeking.com

Elaina M Norlin, Executive Director/Regional Library Manager, African American Research Library and Cultural Grant, Broward County Library

Moshe Pritsker, Chief Executive Officer, JoVE.com

Robert Nelson, School Media Specialist/G Suite Coordinator,, Fort Hamilton High School, Brooklyn, N.Y.

This mini-workshop focuses on the use of video to connect with customers (students, patrons, teens). King explores the emerging and easy-to-use live streaming tools available to today's librarian. He examines and suggests uses for

Facebook Live, YouTube Live, and live streaming on Instagram, and Periscope, which allows you to go live on Twitter. Norlin focuses on consistent digital video creation for libraries since more than 1.5 billion people visit YouTube every month and spend more than an hour a day watching YouTube on their mobile devices alone.

Creating consistent video content continues to bring a great opportunity to increase loyal fans. Norlin discusses the nuts and bolts of creating content and walks through each stage of the process with tips to keep things budget friendly: demystifying video editing to make life easier to produce more content.; YouTube channel optimization, including four crucial checklist items that gets your video noticed; how to increase "call to action" to get more view, likes and subscribers; and which "venues" get the top views on YouTube and how you can tailor videos to match research trends. Our JoVE speaker focuses on visualizing complex scientific methods with video, helping students learn faster and retain the knowledge longer. An independent study showed that students who watched just 5 minutes of a video before their lab classes scored up to two times better on quizzes than peers who just used text preparation materials. Hear more about the study, get tips and best practices for implementing video as supplemental curriculum material, and get a glimpse of new, video-based technologies that could continue to change the way science is taught. Nelson discusses the development, application and evaluation of a patron-centric video creation space which is a powerful teaching tool and means by which patrons can develop a major skill set for 21st-century personal and career success. Learn how to budget, purchase, create, and manage a patron-centric video creation space and how that space and program can be used for mutually beneficial purposes. Highlights include samples of patron-created videos such as short information literacy and digital social responsibility public services announcements as well as video-based readers' reviews and advisories.

TRACK E - SMART COMMUNITY PARTNERSHIPS

Our communities continue to evolve at an incredibly fast pace, and we have to develop key roles and practices to continue to thrive and have an impact. We are definitely stronger together, and our series of speakers in this track indicate the way forward.

Moderator: Bobbi L. Newman, Community Outreach & Engagement Specialist, National Network of Libraries of Medicine

E301/302 - Building a Smart Academic or Community Campus

SHARE

10:15 a.m. - 12:15 p.m.

Linda Hazzan, Director, Communications, Programming, & Customer Engagement, Toronto Public Library

Peter Raymond, CEO/Founder, SolveOS

Susan Broman, Assistant City Librarian, Los Angeles Public Library

The Smart City phenomenon has gained momentum in regions, cities, and neighborhoods all over the world. Public and private entities are working together and navigating emerging opportunities that are now available with increased technological capabilities, hoping to make their communities both safe and efficient for citizens and the environment. Hear how two public libraries are part of their City's Smart City initiatives, how one academic library is designing a smart campus, and how the Smart City agenda is an opportunity for libraries to add value and raise their profile as leaders in digital inclusion and digital literacy.

Lunch Break

12:15 p.m. - 1:30 p.m.

E303 - Ebooks: Partners, Platforms & Tools

SHARE

1:30 p.m. - 2:15 p.m.

Matt Abbott, Collection Development Librarian, Ottawa Public Library

Amy Hoffmann, Collection Development Librarian, Ottawa Public Library

Paula MacKinnon, Interim Director, Califa Group

Hear from the first Canadian public library to launch a second ebook platform offering only popular titles, no holds, and a 7-day loan period. Abbott and Hoffman share the project's goals, implementation, customer service implications and lessons learned from managing two curated ebook collections. The cost of licensing ebooks continues to be a significant challenge for libraries, so looking at innovative ways to increase access to ebooks,

foster competition in the ebook marketplace and improve fiscal sustainability is critical! MacKinnon discusses SimplyE, an IMLS-funded opensource e-reading app developed by libraries for libraries. It simplifies the library experience in finding, borrowing and reading the ebooks libraries purchase from multiple vendors by streaming all library ebooks—from Overdrive, Bibliotheca, Axis360, enki Library, RBdigital, Odilo, and more—into a single app. Developed by New York Public Library and made available to California libraries through Califa, come hear about the libraries that have deployed SimplyE and the benefits they are seeing for library patrons, acquisitions and ebook circulation!

E304 - Stronger Together: Public/Private Partnerships

SHARE

2:30 p.m. - 3:15 p.m.

Scott Allen, Deputy Director, Public Library Association (PLA), American Library Association

Bobbi L. Newman, Community Outreach & Engagement Specialist, National Network of Libraries of Medicine

Public libraries play critical roles in many areas, two of which are helping people with digital literacy skills and helping people access and use quality health information. This session explores how public libraries are working in partnership with other community organizations to meet these important challenges. Case studies and key learnings from libraries nationwide offer examples and strategies you can use in your own digital literacy, consumer health, or other programming. Speakers from the Public Library Association and the National Network of Libraries of Medicine show how working with community partners can leverage new assets and strengthen the library's programs, from planning and marketing through execution and evaluation. Along the way, attendees also learn about valuable resources for teaching digital literacy, offering health reference, and conducting health-related programs.

CLOSING KEYNOTE PANEL

Libraries' Biggest Challenges & Solutions for the Future

SHARE

3:30 p.m. - 4:30 p.m.

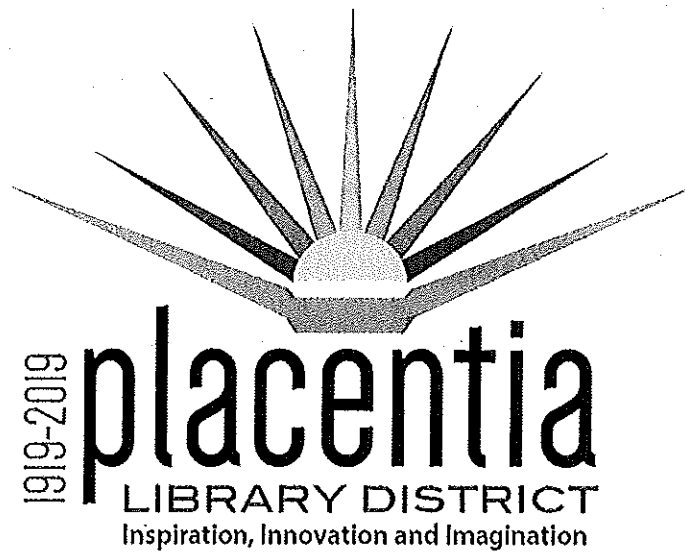
Jason Griffey, Founder & Principal Consultant, Evenly Distributed LLC & Affiliate - MetaLab @ Harvard

Susan Broman, Assistant City Librarian, Los Angeles Public Library

Donna Scheeder, Library Strategies International & Past President, International Federation of Library Associations and Institutions (IFLA)

Peter Raymond, CEO/Founder, SolveOS

Connecting with our communities, looking ahead, taking advantage of partnerships, understanding demographics. As Internet librarians and information professionals, what are our biggest challenges and opportunities for the future? Our panel from different communities share their thoughts and ideas and hopefully spark some insights for experimenting and trying something new in your community.



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PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees

FROM: Jeanette Contreras, Library Director

SUBJECT: Naming the Storytime Area to the Virginia and Norman Haussmann Storytime Alcove.

DATE: September 20, 2018

BACKGROUND

Virginia (Ginny) D. Haussmann was born on April 8, 1941 in Los Angeles, California. She graduated from Franklin High School in Highland Park, CA and graduated from the University of Southern California with a Bachelor's in Finance in 1962. She met her husband, Norman, during her sophomore year there.

They married in December 1962 when he was home for Christmas while in the Navy. After a year of flight training, Norman was designated a Naval Flight Officer. He and Virginia reported to his fleet aircraft squadron home ported in Hawaii. After years of service, the family settled in La Palma, California and then moved to Placentia shortly after to raise their three daughters. Norman retired as a Navy Captain in 1984.

In 1990, Virginia attended California State University at Fullerton, CA, attaining her master's degree in Library Science. Virginia went to work for the County of Los Angeles, spending the last 14 years of her career as the manager of the La Mirada branch library, retiring in 2010.

Virginia's interests included gardening, reading, book clubs and civic volunteering, including volunteering for the Placentia Library Friends Foundation.

Mrs. Haussmann's involvement in the promotion of reading and fundraising efforts have enabled the Library to offer exciting library programs that instill lifelong learning and gather our community around literacy. Sadly, Mrs. Haussmann passed away due to complications of Parkinson's on November 6, 2014.

Her support for the Library continued well after her departure from PLFF. A former school teacher, Mrs. Haussmann believed in providing a strong literature foundation to the mind and body health of a student's success.

Mr. Haussmann has donated \$20,000 in Mrs. Haussmann's memory.

In accordance to Placentia Library District Policy 6090, the Library may name library buildings and departments when the Library Board of Trustees chooses to honor an individual for significant, outstanding contribution with the nature and mission of the

District. As the District prepares for the Centennial Renovation with a redesign of public spaces, offering new user experiences, the library staff recommends the naming of the Storytime Alcove be the Virginia and Norman Haussmann Storytime Alcove, in honor of their contribution to the Placentia Library District.

Attached A is a copy of the Placentia Library District Policy 6090 – Naming of Library Buildings and Departments

RECOMMENDATION

Authorize the naming of the Storytime Alcove to the Virginia and Norman Haussmann Storytime Alcove, in honor of their contribution to the Placentia Library District.

Placentia Library District

POLICY MANUAL

POLICY TITLE: Naming of Library Buildings and Departments
POLICY NUMBER: 6090

6090.1 It is the Policy of the Placentia Library Board of Trustees to accept donations for facilities, site amenities, equipment and capital projects, and to recognize donors who make such donations by considering the naming of a library building or department, at the discretion of the Placentia Library District.

6090.2 Naming Criteria

6090.2.1 The Placentia Library District may name library buildings and departments as follows:

60902.1.1 When the Library Board of Trustees chooses to honor an individual for significant, outstanding contribution in keeping with the nature and mission of the Library:

6090.2.1.2 When the Library Board of Trustees chooses to accept the gift of a donor(s) who requests naming rights and who contribute a minimum of 51% of the total project costs, including construction, equipment, furnishings and collections for the building.

6090.2.1.3 No naming opportunities will be considered for corporations or religious entities.

6090.3 Duration and Modification of Naming

6090.3.1 The duration of a donor's name on any building or in any department ordinarily continues for as long as the building or department is used in the same manner or for the purpose for which the naming occurred and with the approval from the Library Board of Trustees. Upon demolition, replacement, substantial renovation, redesignation of purpose, or similar modification of a named building or department, the Placentia Library District may deem that the naming period has concluded.

6090.3.2 When a donor's naming period has concluded, the Library Board of Trustees has the rights to rename the building or department, in recognition of new gifts, subject to any specific terms and conditions set forth.

6090.3.2.1 If a donor requests a change to the name of a building or department (e.g., due to divorce), the Placentia Library District will consider the request. If approved, all replacement signage and other related costs shall be at the donor's expense.

6090.3.3 In certain circumstances, the Placentia Library District reserves the right, on reasonable grounds, to revoke and terminate its obligations regarding a naming, with no financial responsibility for returning any received contributions to the donor.

60903.3.1 If the donor's reputation changes substantially so that the continued use of that name may compromise the public trust, dishonor the Placentia Library District's standards, or otherwise be contrary to the best interests of the Placentia Library District, the naming may be revoked.

60903.3.2 Any proposal to rename a building or department or to add a second name in recognition of a gift shall be reviewed by the Library Board of Trustees.

6090.4 Donor means a company or individual who provides the District with funds, products or services.

6090.4.1 Donor Agreement means that agreement between the District and the Donor that details the form, type and duration of any donor recognition.

6090.4.2 District means Placentia Library District.

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees

FROM: Jeanette Contreras, Library Director

SUBJECT: Ratification of Davis Farr Service as Approved at the September 28, 2015 Board Meeting.

DATE: September 20, 2018

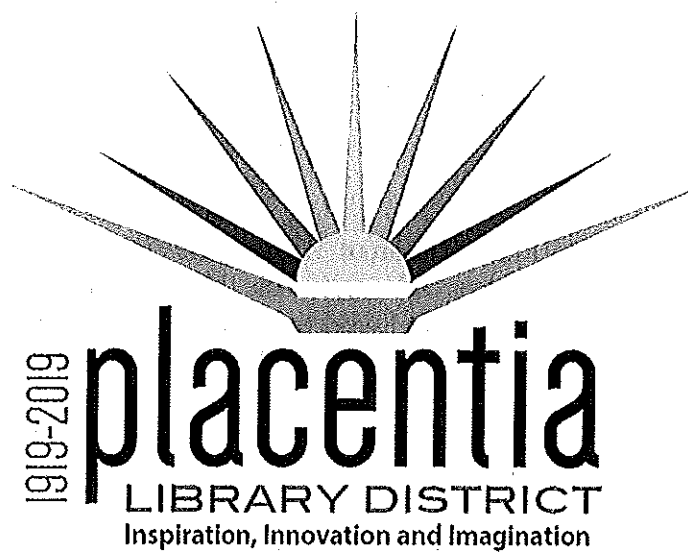
BACKGROUND

At the September 28, 2015 Library Board of Trustees meeting, it was approved to have Davis Farr provide accounting services and assist the District during its in-house accounting transition. The scope of work included working with the County of Orange and library staff to complete the necessary documentation, analysis and development of budget codes, examination of the District's ledgers and financial reports and recommendations for changes to ensure compliance of accounting standards, and working with the Business Manager to identify areas for improvements.

Library staff recommends ratification of Davis Farr's original scope of work to include the performance of internet audits with focus on internal controls including vendor payments and disbursements, duplicate payments, late payments, aging payments, reconciliations, accounts payable documentation, receipts and payments of invoices, analysis of invoices and inclusive of other related undertakings.

RECOMMENDATIONS

1. Authorize ratification of Davis Farr scope of work as presented.
2. Authorize by a roll call vote.



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PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees

FROM: Jeanette Contreras, Library Director

SUBJECT: Ratification of Best, Best & Krieger service as approved at the March 18, 2008 Board Meeting.

DATE: September 20, 2018

BACKGROUND

At the March 18, 2008 Library Board of Trustees meeting, it was approved to have Best, Best & Krieger assist the District in the development and legal representation in its ability to raise revenues for infrastructure and services through a library impact fee resolution.

Resolution 08-10, a resolution of the Placentia Library District Establishing a Library Facilities Impact Fee was approved and adopted on June 26, 2008 with an Agreement between the City of Placentia and the District for collection of said fees went into effect in November 2008. Since the execution of the agreement and upon discoveries made recently by library staff, there appears to be uncollected library impact fees for development and expansion projects for which those fees should have been rendered to the District.

Library staff recommends a ratification of Best, Best & Krieger's scope of work to assist the District in assuring compliance, litigating disputes, and establishing understanding and legal interpretation of all matters related to the library impact fee, including the agreement between the City of Placentia and the District and Resolution 08-10 and other additional services as warranted by the Library Board of Trustees.

Library staff recommends ratification of Best, Best & Krieger

RECOMMENDATIONS

1. Authorize ratification of Best, Best & Krieger scope of work as presented.
2. Authorize by a roll call vote.



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PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Jeanette Contreras, Library Director
SUBJECT: Joint Use Agreement Update
DATE: September 20, 2018

BACKGROUND

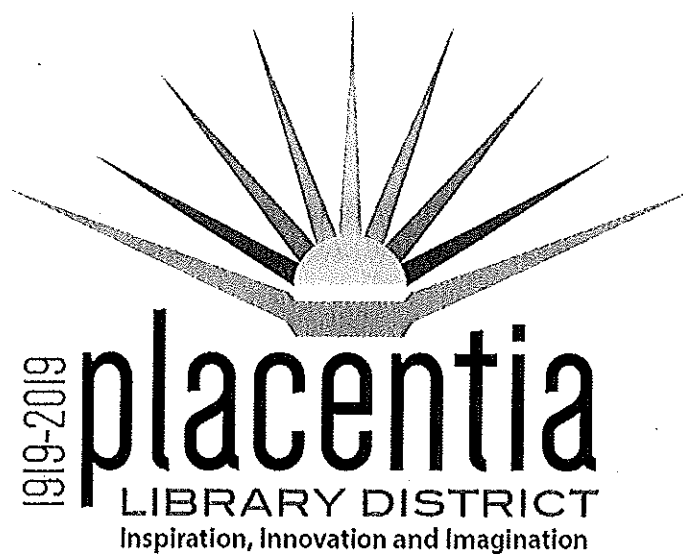
A meeting was convened on July 18, 2018 between the District and the City of Placentia to discuss the Joint Powers of Authority and concerns related to the common areas in the Civic Center Plaza.

In attendance representing the City of Placentia were Councilman Craig Green, Councilman Ward Smith, City Administrator Damien Arrula, and Public Works Director Luis Estevez, and the District was represented by Board President Gayle Carline, Trustee Elizabeth Minter, Library Director Jeanette Contreras and Administrative Assistant, Alyssa Stolze, recording minutes.

Tonight President Carline will provide an update on the progress made from the interagency efforts.

RECOMMENDATION

Actions taken to be determined by the Library Board of Trustees.



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PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Jeanette Contreras, Library Director
SUBJECT: Centennial Renovation Updates
DATE: September 20, 2018

BACKGROUND

Library Director Contreras will provide the Library Board of Trustees with progress on the Centennial Renovation project and seek additional directions from the Board on future actions to be taken. The last Centennial Renovation report was given at the April 16, 2018 Library Board of Trustees meeting.

The Centennial Renovation information folder is available to the public for additional information on the project as well as the rendering flythrough available on the District's website at www.placentialibrary.org.

Attachment A is the folder contents made available to the public.

RECOMMENDATION

Action to be determined by the Library Board of Trustees.

THE LIBRARY'S JOURNEY

The Placentia Library District has come a long way since its founding in 1919, but one element has remained constant: the Library's commitment to serving the residents of our community.

NEARING ITS 100TH YEAR

The Library was founded thanks to Mrs. Warren Blackmer, who decided that Placentia must have a library. She rallied support, got out a petition, and had it approved by the supervisors.

The following year, the Library was opened to the community with its collection of 31 periodicals, six newspapers, and 198 books. As the decades passed and its book collection grew, the Library joined the Chamber of Commerce, survived the Great Depression, and operated through the blackout orders following the bombing of Pearl Harbor.

A SELECTION OF INTERESTING HISTORICAL ACCOMPLISHMENTS

1919 – The Library was established on September 2.

Board President: Bertha Paul Dowling
Librarian: Sara Rideout

1927 – The Library opened in February at 143 South Bradford Avenue. (the current Powell Building).

Board President: Lucana McFadden
Librarian: Olive Bailey

1974 – The current building was opened in September at 411 E. Chapman Avenue.

Board President: Virginia C. Farmer
Library Director: David Snow

2007 – The Facility Master Plan was developed.

Board President: Al Shkoler
Library Director: Elizabeth Minter

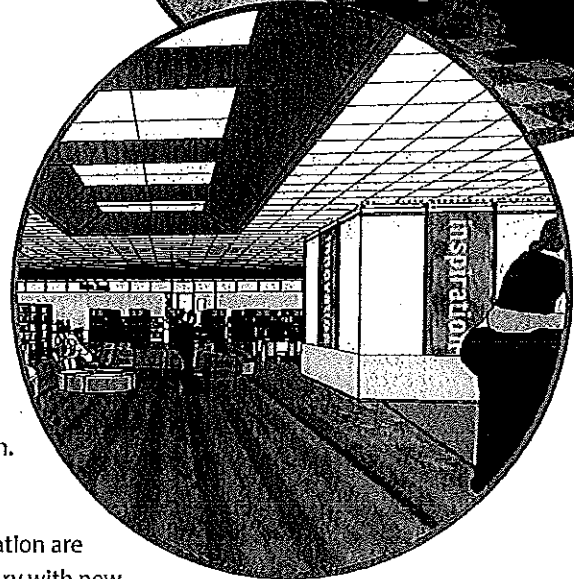
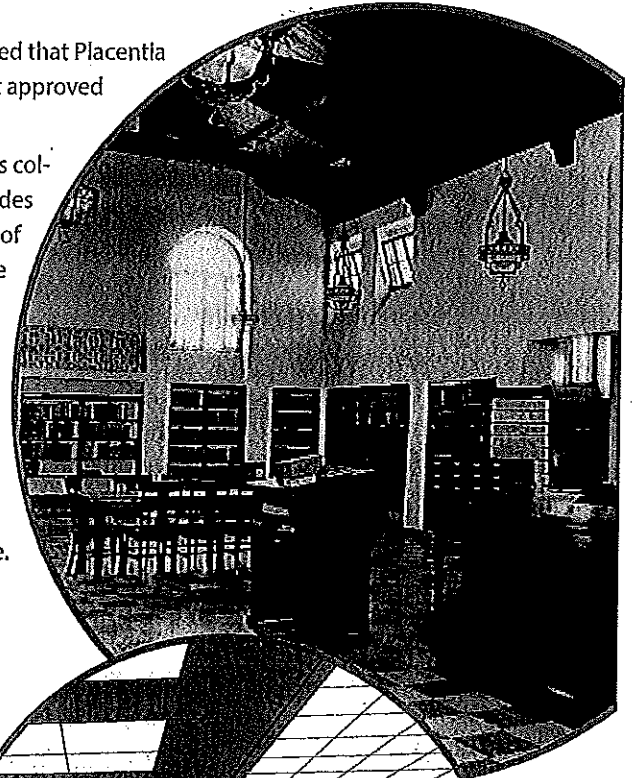
2017 – The Centennial Renovation Project was approved.

Board President: Gayle Carline
Library Director: Jeanette Contreras

2019 – The Grand Re-Opening is scheduled for September 14th.

LOOKING TO THE FUTURE

The Library Trustees, Staff, and Placentia Library Friends Foundation are looking forward to the fall 2019 opening of the renovated Library with new facilities and services—beginning the Library's second 100 years of service to Placentia.



PLACENTIA LIBRARY DISTRICT: HISTORY



AN AMAZING ARRAY OF SERVICES

Placentia Library District provides a variety of services for all ages.

PLACENTIA LIBRARY DISTRICT: THE PRESENT

LITERACY SERVICES

- Citizenship 101
- Computer Literacy
- Conversation Club
- One-on-One Tutoring

READING PROGRAMS

- Cover-to-Cover Program
- Summer Reading Program
- Winter Reading Challenge

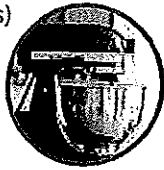
RESOURCES

- Audiobooks
- Books
- Databases
 - ABC Mouse
 - Digital Magazines
 - Downloadable eBooks
 - Movies
 - Music
 - Online Audiobooks
 - Tumble Books
 - World Book Online



DVDs

- Library of Things (LOTs)
 - Drones
 - KitchenAid Mixer
 - Nintendo Switch
 - Sewing Machine
 - Telescope
 - And 44 additional items available for checkout.



ADULT ACTIVITIES

- Book Club
- Calligraphy Class
- Computer Literacy Workshops
- Local History Lecture Series
- Mary Poppins Tea Party
- Needlework
- Painting in the Stacks
- Placentia History Room
- Tai Chi
- Yoga

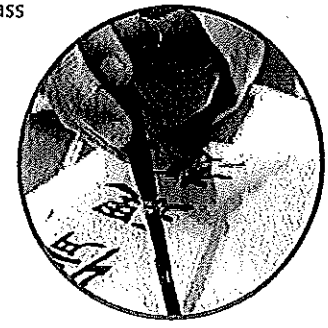


TEEN PROGRAMS

- Friday Flicks
- Placentia Teen Advisory Council (PTAC)
- PLD Collaboratory
- SAT Practice Exams
- Summer Volunteer Programs
- The Vault

CHILDREN'S ACTIVITIES

- Bouncing Babies! Story Time
- Homework Club
- Read to the Dogs
- Rise & Shine Story Time
- S.T.E.A.M. Enrichment
 - Sensational Saturdays
- Shake, Rattle & Bop Music Class



SPECIAL EVENTS

- Dr. Seuss's Birthday Celebration
- Easter Eggcitement & Spring Carnival
- El Dia (Children's Day)
- Library Tours and Field Trips
- National Library Week Activities
- Summer Reading Celebration
- Wacky Wednesdays

WE ALSO PROVIDE

- PAID SERVICES**
- Fax and Copy Services
- Meeting Room Rental
- Passport Services
- Rental Services (Canopies, Tables, Chairs)
- Test Proctoring Services



PLACENTIA LIBRARY DISTRICT: THE PRESENT

A COMMUNITY RESOURCE & EXPLORATION CENTER

Of course, we have a large selection of books! We also offer many inspiring, educational, and engaging programs, services, and facilities for every age and interest. The Library provides wide-ranging resources to meet the needs of the community.

DID YOU KNOW...?

325,975

People visit the Library annually.

42,173

library cardholders

380,763

Total items borrowed!

27,485

Total attendance of Library programs.

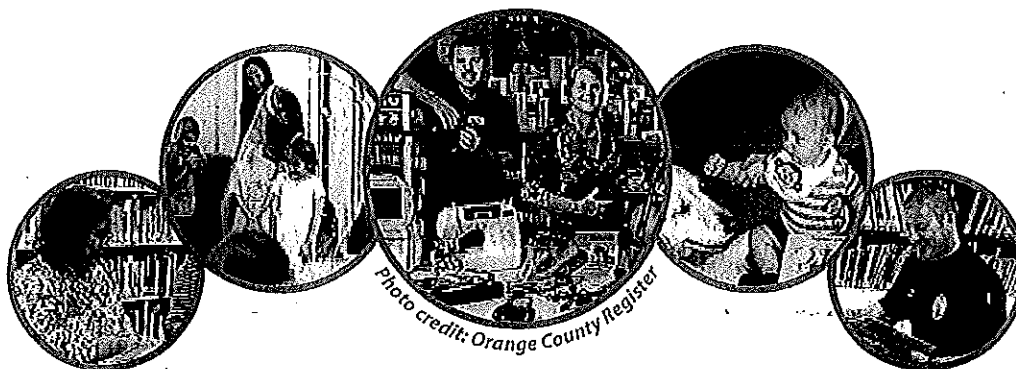
610,666

Total collection (print and electronic).

363,484

Total usage of E-resources.

Statistics are from fiscal year 2016-2017.



411 E. Chapman Ave., Placentia, CA 92870
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CENTENNIAL RENOVATION: REDEFINING A LIBRARY

Thanks to the community's involvement and support, the Library is heading into the next century offering more services, enrichment, and experiences—redefining and expanding what a library can be.

PLANNED IN CONSULTATION WITH THE COMMUNITY

Active planning for the Centennial Renovation Project began in 2017. During that year and into 2018, the Library sponsored numerous public exercises and consultations with community partners to learn the needs, desires, and preferences of the community. The resulting Centennial Renovation Plan focuses on improving the existing Library building to accommodate 21st-century technology, and expanding services to meet evolving community needs.

KEY IMPROVEMENTS: THE CENTENNIAL RENOVATION AT A GLANCE

Teen area with gaming units.	New tea and coffee shop.
Mini City featuring a fire station, restaurant, bank, and supermarket for families to experience STEAM and literacy activities.	New furniture, shelving, carpet, and paint throughout, as well as updated restrooms.
Group study rooms with audio-visual technology.	New roof.
Quiet area with more comfortable furniture.	Solar panels.
Two additional offices to process passports, proctor tests, provide quiet study space, and more.	Energy efficiency improvements to heating, air conditioning, and lighting systems.

THE \$2.3 MILLION RENOVATION PROJECT IS ALREADY 100% FUNDED

The renovation project is funded from the Library's reserves with no tax increases.

THE RENOVATION WILL TAKE ONE YEAR TO COMPLETE

Construction is planned to start in fall 2018 and the Grand Re-Opening is planned for September 2019.

LIBRARY SERVICES WILL BE AVAILABLE DURING THE RENOVATION

- The Library will remain open seven days a week with regular hours during the renovation:
Monday – Thursday 9am – 8pm, Friday & Saturday 9am – 5pm, Sunday 1pm – 5pm.
- Bestseller titles, DVDs, LOTS, Video Games; and Audiobooks will all remain available.
- E-resources—including databases, downloadable books, music, magazines, and movies—will remain available 24/7.
- Children's, Teens, Adult, and Literacy Programs will continue during the renovation. Please visit our website at www.placentia.library.org for specific dates and times of programs.
- Used books will be available for purchase in front of the Community Meeting Room. Donations can be dropped off at the front of the Library. Please do not drop off donations at the back of the Library or by the drive-up bookdrop.

FOR MORE INFORMATION

You can reach us by phone at 714.528.1906 x200 or email administration@placentialibrary.org.

Staff will post regular updates about progress on the renovation on our website: www.placentialibrary.org.

PLACENTIA LIBRARY DISTRICT: THE FUTURE



WHAT OUR LIBRARY USERS ARE SAYING

Meet a few members of the Placentia Library District community.

PLACENTIA LIBRARY DISTRICT: OUR PATRONS



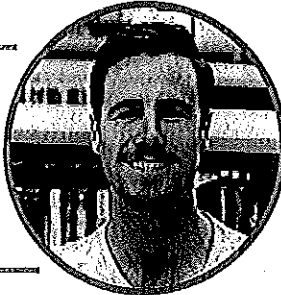
"My daughter borrowed a ukulele from the Library of Things and learned to play. I am so thankful."

- Noella Sevilla



"When I discover new authors whose books I want to read, the librarians track down the books for me, for free!"

- Sandra Hoffner



"The Placentia Library District helped me earn my graduate degree by proctoring my tests."

- Collin Layana

"I borrowed a high-resolution camera and discovered a new hobby."

- James Jurado



"I have volunteered for many years and the best part is making friends and helping the people who come into and enjoy using the Library."

- Betsy Clarke



PLACENTIA LIBRARY DISTRICT: YOUR SUPPORT

HOW TO HELP WITH THE RENOVATION PROJECT

Let's get to know each other! Here's how to volunteer for, contribute to, and engage with the Library.

VOLUNTEERING

There are many ways to volunteer at the Library and serve the community, from tutoring in one of our English literacy classes or summer reading sessions to helping with the Placentia Library Friends Foundation. If you are interested in volunteering, please contact us.

CONTRIBUTE TO REBUILD OUR RESERVES

The Placentia Library Friends Foundation (PLFF) is fundraising to support the renovation with the goal of raising \$500,000 so we can build up the Library reserves to pay for future improvements. If you'd like to make a tax-deductible donation, please send it to: Placentia Library Friends Foundation, 411 E. Chapman Avenue, Placentia, CA 92870. It is even easier to donate online at www.placentialibraryfriends.com.



SET UP DONATIONS THROUGH YOUR RALPHS OR AMAZON PURCHASES!

If you don't have the time to volunteer but would like to donate, we encourage you to choose our Library as your charity of choice when you are making a purchase through Amazon or buying groceries with your Ralphs Rewards Card.

Sign up for AmazonSmile to donate 0.05% of your purchases to the Placentia Library Friends Foundation when you register and elect the Library as your charity of choice. Simply visit Smile.Amazon.com and sign up.

Sign up for Ralphs to donate to the Library Friends Foundation with every purchase. Go to www.ralphs.com, log in to your Rewards account (or create one), and follow the easy steps to link your Rewards card to Placentia Library District.



CONNECT THROUGH SOCIAL MEDIA

Please connect through any of our online social media channels. We welcome comments, suggestions, ideas, or simply seeing happy patrons on location enjoying our Library!



PlacentiaLibrary



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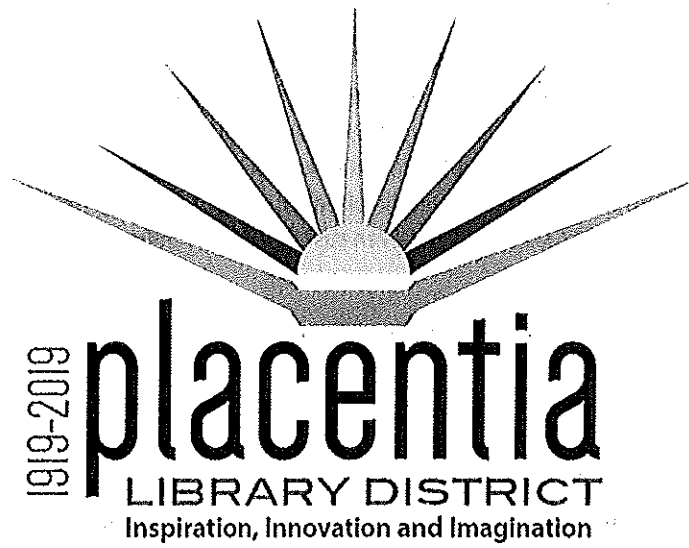


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