



AGENDA

PLACENTIA LIBRARY DISTRICT
BOARD OF TRUSTEES
UNUSUAL DATE MEETING








Monday, January 26, 2015
6:30 P.M.
Community Meeting 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 – 24)

Presentation: Library Director
Recommendation: Approve by Motion

Items 9 – 24 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 December 15, 2014 Library Board of Trustees Meeting and Work Session. (Receive & File and Approve)

CLAIMS (Items 10 – 13)

10. Nonstandard Claims in excess of \$300. (Receive & File and Approve)
11. Claims forwarded by the Library Director and Library Trustees. (Receive & File and Approve)
12. Current Claims and Payroll. (Receive & File and Approve)
13. FY2014-2015 Cash Flow Analysis through December 2014; the Schedule of Anticipated Property Tax Revenues for FY2014-2015 as provided by the Orange County Auditor. (Receive & File).

TREASURER'S REPORTS (Items 14 – 17)

14. Financial Reports for December 2014 for Placentia Library District Accounts on Deposit with the Orange County Treasurer. (Receive & File)
15. Balance Sheet for December 2014. (Receive & File)
16. Acquisitions Report for December 2014. (Receive & File)
17. Entrepreneurial Activities Report for December 2014. (Receive & File)

GENERAL CONSENT REPORTS (Items 18 – 20)

18. Personnel Report for December 2014. (Receive, File, and Ratify Appointments)

- 19. Circulation Report for December 2014. (Receive & File)
- 20. Review of Shared Maintenance Costs with the City of Placentia under the JPA. (Receive & File)

STAFF REPORTS (Items 21 -- 24)

- 21. Library Director's Report for December 2014.
- 22. Children's Services Report for December 2014.
- 23. Adult Services Report for December 2014.
- 24. Placentia Library Web Site & Technology Report for December 2014.

NEW BUSINESS

- 25. Mr. Adam Bauer from Fieldman, Rolapp & Associates will provide an update on a possible General Obligation Measure.
- 26. Discuss the Placentia Library Friends Foundation (PLFF) Naming Request for the Nancy Lone-Tollefson Bookstore.
- 27. Travel Authorization for Library Director to attend the Future of Libraries: Do We Have Five Years to Live? Conference, February 5-6, 2015 in Los Angeles, California.
- 28. Travel Authorization for the Library Board of Trustees, Library Director and/or Library Staff to the American Library Association (ALA) Annual Conference, June 25-30, 2015, San Francisco, California.

ADJOURNMENT

- 29. Agenda Preparation for the January Date Meeting which will be held on Monday, February 23, 2015 unless re-scheduled by the Library Board of Trustees.
- 30. Review of Action Items.
No action or discussion shall be taken on any item not appearing on the posted Agenda, unless authorized by law.
- 31. Adjourn

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

I, Diane Warner, Administrative Assistant of the Placentia Library District, hereby certify that the Agenda for the January 26, 2015 Unusual Date Meeting of the Library Board of Trustees of the Placentia Library District was posted on January 22, 2015



Diane Warner, Administrative Assistant



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MINUTES
PLACENTIA LIBRARY DISTRICT
REGULAR DATE MEETING OF THE BOARD OF TRUSTEES
December 15, 2014

CALL TO ORDER

President Shkoler called the Regular Meeting of the Placentia Library District (PLD) Board of Trustees to order on December 15, 2014 at 6:31pm.

Members Present: President Al Shkoler, Trustee Gayle Carline, Trustee Richard DeVecchio, Trustee Jo-Anne Martin

Members Absent: Secretary Elizabeth Minter

Staff Present: Library Director Jeanette Contreras, Business Manager Yesenia Baltierra, Administrative Assistant Diane Warner, Nadia Dallstream-Adult Services Supervisor and Lori Worden-Children's Services Supervisor.

Guest: None

ADOPTION OF AGENDA

It was moved by Trustee Carline and seconded by Trustee Martin to adopt the agenda as presented:

AYES: Shkoler, DeVecchio, Carline, Martin

NOES: None

ABSENT: Minter

ORAL COMMUNICATION

None

TRUSTEE & ORGANIZATIONAL REPORTS

President Shkoler enjoyed the annual Tamale Festival and Las Posadas celebration in downtown Placentia, and chatted with the Helpful Honda Guys who came to the library on Dec 4th, and helped with the RFID project. (Item 5)

Trustee Carline attended the PLFF fundraiser at Craftsman Pizza on Dec 3rd and 4th, and attended the Dec 7th PLFF meeting. She also enjoyed seeing the Helpful Honda Guys in the library on Dec 4th.

Trustee DeVecchio enjoyed mingling at the Bradford House Holiday Reception and helped serve Thanksgiving dinner at the Presbyterian church.

Trustee Martin completed the CSDA Leadership Training Conference, and enjoyed seeing the Helpful Honda Guys working on the RFID project on Dec 4th. (Item 6)

LIBRARY DIRECTOR REPORT

Director Contreras attended the CLA Conference, and shared her daughter's post-surgery status from her hip surgery on Dec 2nd with a prognosis for full recovery by April 2015. (Item 7)

FRIENDS FOUNDATION REPORT

Ginny Sanatar represented the Friends Foundation, and shared that tickets are now on sale for the 2015 Authors Luncheon. PLFF expects the two guest authors, Jan Burke and D.L. Lyle, will be a big draw and they are being more aggressive in promoting the 2015 luncheon than in past years. (Item 8)

CONSENT CALENDAR Moved by Trustee Carline and seconded by Trustee Martin to approve Agenda Items 9-24, and a roll call vote was held.

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

MINUTES OF NOV 17th TRUSTEES MEETING Minutes for the November 17, 2014 Trustees Meeting were not signed during the board meeting, due to the absence of Secretary Minter. (Item 9)

CLAIMS Nonstandard Claims in excess of \$300 – none (Item 10)

Claims Forwarded by the Library Director and Trustees – Five (5) misc. vendor claim batches had been approved and forwarded to Orange County for payment. (Item 11)

Current Claims and Payroll – Six (6) book claim batches and three (3) payroll batches were approved by the Trustees on December 15th and forwarded to Orange County for payment. (Item 12)

Moved by Trustee Carline and seconded by Trustee Martin to receive, file and approve the Forwarded Claims, Current Vendor and Book Claims, and Payroll reports.

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

TREASURER’S REPORTS Fund Balance Report for Placentia Library District Fund 707 on Deposit with Orange County Treasurer Post-Petition Balances (B/S Account 8010-Cash) through November 30, 2014 was received and filed. (Item 13)

Financial Reports through November 2014 for Placentia Library District Accounts on Deposit with the Orange County Treasurer and the Placentia Library District General Ledger – received and filed. (Item 14)

Balance Sheet for November 2014 – received and filed. (Item 15)

GENERAL CONSENT REPORTS Acquisitions Report for FY 2014-15 for November 2014 – received and filed. (Item 16)

Entrepreneurial Activities Report for November 2014 – received and filed. (Item 17)

Personnel Report for November 2014 – The part-time Library Assistant position in Children’s Services was filled in October. (Item 18)

STAFF REPORTS Circulation Activity Report for November 2014 – received and filed. (Item 19)

Review of Shared Maintenance Costs with the City of Placentia through November 2014, under the JPA – received and filed. (Item 20)

Library Director’s Report for November 2014 (Item 21)
 Children's Services Report for November 2014 (Item 22)
 Adult Services Report for November 2014 (Item 23)
 Web Site & Technology Report for October 2014 (Item 24)

NEW BUSINESS

Selection of Date and Time for Regular Board Meetings for 2015

Director Contreras presented the schedule of dates and times for Regular Board meetings for 2015. After discussion, the Board voted to continue meeting on the third Monday each month, with the exception of January’s meeting scheduled for the 26th and February’s meeting scheduled for the 17th, as the 16th is the President’s Day holiday. (Item 25)

It was moved by Trustee Carline and seconded by Trustee Martin to approve the 2015 Regular Board Meeting schedule as presented. A roll call vote was taken:

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

Resolution 15-04: To Establish the Board of Trustees Regular Meeting Dates for Calendar Year 2015

Library Director Contreras presented for adoption Resolution 15-04 to establish 2015 meeting dates for the Placentia Library District of Orange County Board of Trustees. Resolution 15-04 was not signed during the board meeting, due to the absence of Secretary Minter. (Item 25- Attachment B)

Election of Board Officers for 2015

Trustee Carline nominated Al Shkoler as Board President and Trustee DeVecchio nominated Jo-Anne Martin as Board Secretary for calendar year 2015. The Board voted unanimously to elect the nominees, effective December 15, 2014. (Item 26)

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

Appointment of Library Board Representatives for 2015

Appointments to open positions filled by Library Board Representatives:

- 2015 Representative to Special District Local Area Formation Commission (LAFCO) - Trustee Carline, with Secretary Martin as alternate
- Representative to the Orange County Council of Governments – Trustee DeVecchio
- Representative to the Placentia Library Friends Foundation (PLFF) – Trustee Carline, with Secretary Martin as alternate
- Representative to the Placentia Community Network – Library Staff (Item 27)

Travel Authorization for Business Manager to Attend the Research Institute for Public Libraries program from July 27-30, 2014

Library Director Contreras recommended that Business Manager Baltierra attend the Research Institute for Public Libraries program in Colorado Springs, CO from July 27-30, 2015. Attendee benefits include intensive training and tools to gather, analyze and use data for impactful decision-making, strategic planning. Fiscal Impact is \$1600. (Item 28)

Moved for Board approval by Trustee DeVecchio and seconded by now Secretary Martin to authorize Business Manager’s attendance.

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

Discuss the Centennial Renovation Facility Plan

Library Director Contreras presented a request to develop a facility plan for each of four renovation options: 1) renovate existing facility, 2) renovate existing and expand single story construction, 3) renovate existing and expand with a 2-story construction and/or 4) renovate existing and expand with a 15,000 sq. ft. 2-story construction. Board also discussed staff feedback from the December 1st Staff Development Day regarding renovation changes and staff’s vision of the facility master plan. (Item 29)

Library Director Contreras recommended a Centennial Committee be established, consisting of a Library Trustee, Library Director, Staff, City, School Board Superintendent, PLFF Board Director, and selected members of the community to develop a strategy for the Centennial Facility Plan, inclusive of staff’s feedback.

It was moved by Trustee DeVecchio and seconded by Trustee Carline to establish a Centennial Committee, and have Secretary Martin be the Trustees’ representative.

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

ADJOURNMENT

The December 15, 2014 Board of Trustees meeting was adjourned at 7:10 pm.

The next Trustees meeting will be held on January 26, 2015 at 6:30 p.m.

Al Shkoler
President
Library Board of Trustees

Jo-Anne W. Martin
Secretary
Library Board of Trustees

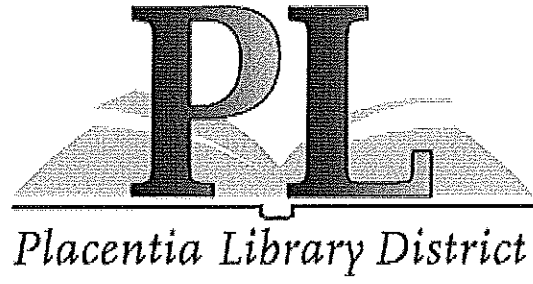
PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Jeanette Contreras, Library Director
FROM: Diane Warner, Administrative Assistant
SUBJECT: Summary of Non-standard Claims for December 2014
DATE: January 26, 2015

TYPE	DATE	CLAIM #	AMOUNT
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NONE

		TOTAL	\$0
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PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Jeanette Contreras, Library Director

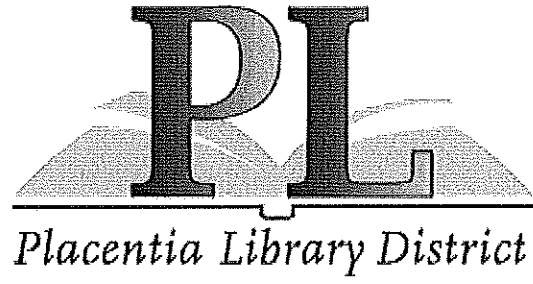
FROM: Diane Warner, Administrative Assistant

SUBJECT: Summary of Claims Forwarded by the Library Director and Trustees

DATE: January 26, 2015

<u>707 TYPE</u>	<u>DATE</u>	<u>CLAIM #</u>	<u>AMOUNT</u>
Misc Vendors	01-12-15	5834	\$ 5,246.65
PARS	01-09-15	5828	\$ 1,541.93
Misc Vendors	01-20-15	5836	\$ 18,881.29
Misc Vendors	12-22-14	5827	\$ 5,928.09

TOTAL **\$ 31,597.96**



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PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Jeanette Contreras, Library Director
FROM: Diane Warner, Administrative Assistant
SUBJECT: Current Claims and Payroll
DATE: January 26, 2015

Current Claims

<u>TYPE</u>	<u>DATE</u>	<u>CLAIM #</u>	<u>AMOUNT</u>
Baker & Taylor	01-26-15	5829	\$ 1,039.80
Baker & Taylor	01-26-15	5830	\$ 958.78
Baker & Taylor	01-26-15	5831	\$ 1,995.30
Midwest Tape	01-26-15	5832	\$ 1,077.71
Misc BOOK Vendors	01-26-15	5833	\$ 1,647.88
Misc Vendors	01-26-15	5837	\$ 16,968.32

Subtotal for Claims **\$ 23,687.79**

Payroll

On Demand Wire	01-30-15	121	\$ 40,000.00
On Demand Wire	02-09-15	122	\$ 40,000.00
On Demand Wire	02-17-15	123	\$ 40,000.00

Subtotal for Payroll **\$ 120,000.00**

TOTAL CURRENT CLAIMS & PAYROLL **\$ 143,687.79**

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE: 12/22/14
REPORT NO: 5827

The County Auditor is authorized to draw these checks from:

Placentia Library District
411 E Chapman Ave
Placentia, CA 92870

FUND: 707
DEPT: V700
BUDGET CONTROL: 707
UNIT: 0900

APPROVED CLAIMS							AC'S USE ONLY	
Vendor Code Payee Name and Address	DATE INVOICE #	OBJT REV/ BS ACCT	DEPT OBJT	REPT CATG	AMOUNT	DOC NUMBER	SC	
VC-4166 Dick's Lock & Safe / Randy Foults 650 N. Rose Dr. #814 Placentia, CA 92806	12-10-14 41728	1400	0716		\$101.84			
VC-12175 Time Warner Cable PO Box 60074 City of Industry CA 91716-0074	12-05-14 8448-40-025-0276198	0700	0702		\$334.00			
VC-1426 Legacy Integrative Solutions 8734 Clela Street, Unit D Downey, CA 90241	12-17-14 12819	4000 1300			\$163.08			
					\$519.61			
					\$682.69			
VC-6002-1 The Gas Company PO Box C Monterey Park, CA 91756	12-19-14 053-911-8800-9	2802			\$52.22			
N30459 Raco Industries 5480 Creek Road Cincinnati, OH 45242	12-17-14 IN429658	4000			\$250.50			
VC-12479 Staples National Advantage Dept SNA PO Box 415256 Boston, MA 02241-5256	12-13-14 3251279113	1800	0728		\$56.40			
VC-13356 Click Consulting, Inc. 18017 Sky Park Circle, Suite C Irvine, CA 92614	12-01-14 19576	1900	0739		\$4,000.00			
	12-08-14	1300			\$16.41			
VC-2616 Cintas Corporation #840 P.O. Box 29059 Phoenix, AZ 85038	12-15-14 640308791	1000			\$242.78			
	12-22-15 640312364	1000			\$191.25			
TOTAL REMITTANCE:					\$5,928.09			

The claims listed above totaling \$5,928.09 are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken the oath or affirmation required by Government Code Section 3102.

Approved by _____

Countersigned by _____

Attested and/or countersigned by _____

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE: 12/31/14
REPORT NO: 5828

The County Auditor is authorized to draw these checks from:

Placentia Library District
411 E Chapman Ave
Placentia, CA 92870

FUND: 707
DEPT: V700
BUDGET CONTROL: 707
UNIT: 0900

APPROVED CLAIMS						AC'S USE ONLY	
Vendor Code Payee Name and Address	DATE INVOICE #	OBJT REV/ BS ACCT	DEPT OBJT	REPT CATG	AMOUNT	DOC NUMBER	SC
VC-12483 Phase II Systems (PARS) c/o U.S. Bank National Association Trustee for PARS #6746022400 P.O. Box 511649 Los Angeles, CA 90051-8204	12-31-14 6746022400	200			\$1,541.93		
TOTAL REMITTANCE:					\$1,541.93		
The claims listed above totaling \$1,541.93 are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken the oath or affirmation required by Government Code Section 3102.							

Approved by _____

Countersigned by _____

Attested and/or countersigned by _____

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE: 01/26/15
REPORT NO: 5829

The County Auditor Is authorized to draw these checks from:

Placentia Library District
411 E Chapman Ave
Placentia, CA 92870

FUND: 707
DEPT: V700
BUDGET CONTROL: 707
UNIT: 0900

APPROVED CLAIMS							AC'S USE ONLY	
Vendor Code Payee Name and Address	DATE INVOICE #	OBJT REV/ BS ACCT	DEPT OBJT	REPT CATG	AMOUNT	DOC NUMBER	SC	
VC-4218-4 Baker & Taylor Books PO Box 277930 Atlanta, GA 30384-7930	11-21-14	2400	0760		\$21.60			
	DM 058090							
	11-26-14	2400	0760		\$16.40			
	4011060898							
	11-26-14	2400	0760		\$51.32			
	4011060900							
	11-26-14	2400	0760		\$102.07			
	4011060901							
	11-26-14	2400	0760		\$14.52			
	4011060902							
	11-26-14	2400	0760		\$27.77			
	4011060903							
	11-26-14	2400	0760		\$108.42			
	4011060904							
	11-26-14	2400	0760		\$49.87			
	4011060905							
	11-26-14	2400	0760		\$15.15			
	4011060906							
	11-26-14	2400	0760		\$74.24			
	4011060907							
11-26-14	2400	0760		\$24.88				
4011060908								
11-26-14	2400	0760		\$18.97				
4011060909								
11-26-14	2400	0760		\$12.46				
4011060910								
11-26-14	2400	0760		\$49.08				
4011060911								
11-26-14	2400	0760		\$39.21				
4011060912								
11-26-14	2400	0760		\$16.69				
4011060913								
11-26-14	2400	0760		\$29.66				
4011060914								
11-26-14	2400	0760		\$104.21				
4011060915								
11-26-14	2400	0760		\$29.64				
4011060916								
11-26-14	2400	0760		\$27.81				
4011060917								
12-03-14	2400	0760		\$189.16				
4011071637								
12-09-14	2400	0760		\$16.67				
4011068022								
TOTAL REMITTANCE:					\$1,039.80			
The claims listed above totalling \$1,039.80 are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken the oath or affirmation required by Government Code Section 3102.								

Approved by _____

Countersigned by _____

Attested and/or countersigned by _____

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE: 01/26/15
REPORT NO: 5830

The County Auditor is authorized to draw these checks from:

Piacentia Library District
411 E Chapman Ave
Piacentia, CA 92870

FUND: 707
DEPT: V700
BUDGET CONTROL: 707
UNIT: 0900

APPROVED CLAIMS							AC'S USE ONLY	
Vendor Code Payee Name and Address	DATE	OBJT REV/ BS ACCT	DEPT OBJT	REPT CATG	AMOUNT	DOC NUMBER	SC	
VC-4218-4 Baker & Taylor Books PO Box 277930 Atlanta, GA 30384-7930	12-09-14	2400	0760		\$19.73			
	4011068023	2400	0760		\$65.32			
	12-09-14	2400	0760		\$23.66			
	4011068024	2400	0760		\$19.73			
	12-09-14	2400	0760		\$15.39			
	4011068025	2400	0760		\$14.77			
	12-09-14	2400	0760		\$121.35			
	4011068026	2400	0760		\$35.65			
	12-09-14	2400	0760		\$36.28			
	4011068027	2400	0760		\$45.50			
	12-09-14	2400	0760		\$13.38			
	4011068029	2400	0760		\$20.47			
	12-09-14	2400	0760		\$90.41			
	4011068030	2400	0760		\$77.82			
	12-09-14	2400	0760		\$13.50			
	4011068032	2400	0760		\$14.71			
	12-09-14	2400	0760		\$22.39			
	4011068033	2400	0760		\$157.43			
	12-09-14	2400	0760		\$16.67			
	4011068035	2400	0760		\$60.81			
12-09-14	2400	0760		\$35.44				
4011068036	2400	0760		\$38.37				
12-09-14	2400	0760						
4011068037	2400	0760						
12-09-14	2400	0760						
4011068039	2400	0760						
12-09-14	2400	0760						
4011068040	2400	0760						
12-09-14	2400	0760						
4011068041	2400	0760						
12-09-14	2400	0760						
4011068042	2400	0760						
12-09-14	2400	0760						
4011069027	2400	0760						
12-11-14	2400	0760						
4011072509	2400	0760						
12-11-14	2400	0760						
4011072510	2400	0760						
12-11-14	2400	0760						
4011072511	2400	0760						
12-11-14	2400	0760						
4011072512	2400	0760						
12-11-14	2400	0760						
4011072513	2400	0760						
TOTAL REMITTANCE:					\$958.78			
The claims listed above totaling \$958.78 are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken the oath or affirmation required by Government Code Section 3102.								

Approved by _____

Countersigned by _____

Attested and/or countersigned by _____

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE: 01/26/15
REPORT NO: 5831

The County Auditor is authorized to draw these checks from:

Placentia Library District
411 E Chapman Ave
Placentia, CA 92870

FUND: 707
DEPT: V700
BUDGET CONTROL: 707
UNIT: 0900

APPROVED CLAIMS							AC'S USE ONLY	
Vendor Code Payee Name and Address	DATE INVOICE #	OBJT REV/ BS ACCT	DEPT OBJT	REPT CATG	AMOUNT	DOC NUMBER	SC	
VC-4218-4 Baker & Taylor Books PO Box 277930 Atlanta, GA 30384-7930	12-11-14 4011072516	2400	0760		\$79.08			
	12-11-14 4011072518	2400	0760		\$30.83			
	12-11-14 4011072519	2400	0760		\$15.39			
	12-11-14 4011072520	2400	0760		\$14.79			
	12-11-14 4011072521	2400	0760		\$186.46			
	12-11-14 4011072522	2400	0760		\$129.59			
	12-11-14 4011072523	2400	0760		\$306.05			
	12-11-14 4011072524	2400	0760		\$249.21			
	12-11-14 4011072525	2400	0760		\$128.96			
	12-11-14 4011072526	2400	0760		\$9.09			
	12-15-14 4011082750	2400	0760		\$38.88			
	12-15-14 4011083922	2400	0760		\$99.26			
	12-22-14 4011083417	2400	0760		\$53.26			
	12-22-14 4011091676	2400	0760		\$288.51			
	12-18-14 4011080823	2400	0760		\$21.09			
	12-18-14 4011080824	2400	0760		\$18.21			
	12-18-14 4011080826	2400	0760		\$104.86			
	12-18-14 4011080827	2400	0760		\$23.85			
	12-18-14 4011082828	2400	0760		\$56.98			
	12-18-14 4011080829	2400	0760		\$14.79			
12-18-14 4011080830	2400	0760		\$80.68				
12-18-14 401080831	2400	0760		\$45.48				
TOTAL REMITTANCE:					\$1,995.30			
The claims listed above totaling \$1,995.30 are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken the oath or affirmation required by Government Code Section 3102.								

Approved by _____

Countersigned by _____

Attested and/or countersigned by _____

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE: 01/26/15
REPORT NO: 5832

The County Auditor is authorized to draw these checks from:

Placentia Library District
411 E Chapman Ave
Placentia, CA 92870

FUND: 707
DEPT: V700
BUDGET CONTROL: 707
UNIT: 0900

APPROVED CLAIMS						AC'S USE ONLY	
Vendor Code Payee Name and Address	DATE INVOICE #	OBJT REV/ BS ACCT	DEPT OBJT	REPT CATG	AMOUNT	DOC NUMBER	SC
VC-2993 Midwest Tape PO Box 820 Holland OH 43528	11-17-14	2400	0760		\$26.09		
	92355938	2400	0760		\$33.29		
	11-17-14	2400	0760		\$34.64		
	92358210	2400	0760		\$128.27		
	11-17-14	2400	0760		\$34.64		
	92358212	2400	0760		\$36.09		
	11-21-14	2400	0760		\$43.49		
	92376440	2400	0760		\$66.09		
	11-21-14	2400	0760		\$47.12		
	92376444	2400	0760		\$34.64		
	11-21-14	2400	0760		\$21.44		
	92376179	2400	0760		\$35.09		
	11-21-14	2400	0760		\$24.09		
	92376541	2400	0760		\$26.09		
	11-24-14	2400	0760		\$43.09		
	92382697	2400	0760		\$56.09		
	11-24-14	2400	0760		\$125.27		
	92382699	2400	0760		\$64.64		
	11-24-14	2400	0760		\$29.64		
	92382761	2400	0760		\$66.09		
	11-26-14	2400	0760		\$19.64		
	92391137	2400	0760		\$82.18		
	11-26-14	2400	0760				
92391170	2400	0760					
12-01-14	2400	0760					
92393984	2400	0760					
12-05-14	2400	0760					
92408627	2400	0760					
12-12-14	2400	0760					
92425746	2400	0760					
12-12-14	2400	0760					
92426227	2400	0760					
12-12-14	2400	0760					
92426228	2400	0760					
12-12-14	2400	0760					
92426290	2400	0760					
12-12-14	2400	0760					
92426292	2400	0760					
12-12-14	2400	0760					
92427395	2400	0760					
12-15-14	2400	0760					
92430562	2400	0760					
12-18-14	2400	0760					
92444747							
TOTAL REMITTANCE:					\$1,077.71		
The claims listed above totaling \$1,077.71 are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken the oath or affirmation required by Government Code Section 3102.							

Approved by _____

Countersigned by _____

Attested and/or countersigned by _____

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE: 01/26/15
REPORT NO: 5833

The County Auditor is authorized to draw these checks from:

Placentia Library District
411 E Chapman Ave
Placentia, CA 92870

FUND: 707
DEPT: V700
BUDGET CONTROL: 707
UNIT: 0900

APPROVED CLAIMS						AC'S USE ONLY		
Vendor Code Payee Name and Address	DATE INVOICE #	OBJT REV/ BS ACCT	DEPT OBJT	REPT CATG	AMOUNT	DOC NUMBER	SC	
VC-4218-4 Baker & Taylor Books P.O. Box 277930 Atlanta, GA 30384-7930	12-18-14	4011080832	2400	0760	\$42.83			
	12-18-14	4011080833	2400	0760	\$100.14			
	12-18-14	4011080834	2400	0760	\$119.30			
	12-18-14	4011080835	2400	0760	\$7.97			
	12-18-14	4011080836	2400	0760	\$23.00			
	12-18-14	4011080837	2400	0760	\$14.79			
	12-18-14	4011080838	2400	0760	\$12.26			
	12-18-14	4011080839	2400	0760	\$25.45			
	12-18-14	4011080840	2400	0760	\$15.41			
	12-18-14	4011080841	2400	0760	\$15.42			
	VC-2775 OverDrive, Inc. PO Box 72117 Cleveland, OH 44192-0002	1-31-13	1148-235612683	2400	0760	\$66.95		
		02-26-14	1148-234101050	2400	0760	\$1.45		
12-12-14		1148-174531387	2400	0760	\$474.76			
12-12-14		1148-174638963	2400	0760	\$582.39			
VC-2993 Midwest Tape PO Box 820 Holland OH 43528	12-18-14	92444749	2400	0760	\$58.58			
	12-19-14		2400	0760	\$87.18			
TOTAL REMITTANCE:					\$1,647.88			
The claims listed above totalling \$1,647.88 are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken the oath or affirmation required by Government Code Section 3102.								

Approved by _____

Countersigned by _____

Attested and/or countersigned by _____

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE: 01/09/15
REPORT NO: 5834

The County Auditor is authorized to draw these checks from:

Placentia Library District
411 E Chapman Ave
Placentia, CA 92870

FUND: 707
DEPT: V700
BUDGET CONTROL: 707
UNIT: 0900

APPROVED CLAIMS							AC'S USE ONLY	
Vendor Code	DATE	OBIT REV/BS ACCT	DEPT OBJT	REPT CATG	AMOUNT	DOC NUMBER	SC	
Payee Name and Address	INVOICE #							
VC-5233-2 AT&T CalNet 2 PO Box 9011 Carol Stream, IL 60197-9011	12-02-14	06006666	0700	0700	\$107.65			
			0700	0701	\$283.49			
						\$391.14		
	10-02-14	05803632		0700	0700	\$113.95		
			0700	0701	\$283.63			
					\$397.58			
VC-5048 Special District Risk Mgmt Auth 1112 I Street, Suite 300 Sacramento, CA 95814-2865	12-23-14	16179	0309		\$552.80			
			0308		\$969.71			
			0310		\$360.26			
			0306	0770	\$56.43			
			0319		\$183.46			
					\$2,122.66			
VC-2616 Cintas Corporation #840 P.O. Box 29059 Phoenix, AZ 85038	12-29-14	64031586	1000		\$191.76			
VC-8709 Minuteman Press 310 E Orangethorpe Ave Unit L Placentia CA 92870	12-23-14	29764	1800	0728	\$108.00			
VC-0451 Pitney Bowes PO Box 371896 Pittsburgh, PA 15250-7896	01-03-15	971597	2100		\$167.41			
VC-0089-10 Placentia Disposal #676 PO Box 78829 Phoenix, AZ 85062-8829	12-21-14	0676-002047139	1001		\$49.44			
VC-0059-4 Pitney Bowes Purchase Power PO Box 371874 Pittsburgh, PA 15250-7874	12-29-14	17834748869	1803		\$694.07			
VC-6003 NEW Address Golden State Water Company c/o Placentia Library - Cust #29934100008 411 E. Chapman Ave. Placentia, CA 92870	12-19-14		2803		\$471.06			
VC-14836 ChrisTOPHER Oriel Graphic Design 310 S. Jefferson St. #17B Placentia, CA 92870	01-03-15		1900	0748	\$833.33			
TOTAL REMITTANCE:					\$5,426.45			

The claims listed above totaling \$5,426.45 are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken the oath or affirmation required by Government Code Section 3102.

Approved by _____

Countersigned by _____

Attested and/or countersigned by _____

LOCALLY GOVERNED DISTRICT
 CLAIMS TRANSMITTED FOR PAYMENT

DATE: 01/19/13

REPORT NO: 5835

The County Auditor is authorized to draw these checks from:

FUND: 707

DEPT: V700

BUDGET CONTROL: 707

UNIT: 0900

Placentia Library District
 411 E Chapman Ave
 Placentia, CA 92870

APPROVED CLAIMS						AC'S USE ONLY	
Vendor Code Payee Name and Address	DATE INVOICE #	OBJT REV/ BS ACCT	DEPT OBJT	REPT CATG	AMOUNT	DOC NUMBER	SC
VC-12483 Phase II Systems (PARS) c/o U.S. Bank National Association Trustee for PARS #6746022400 P.O. Box 511649 Los Angeles, CA 90051-8204	6746022400	200			\$1,536.46		
TOTAL REMITTANCE:					\$1,536.46		

The claims listed above totaling \$1,536.46 are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken the oath or affirmation required by Government Code Section 3102.

Approved by _____

Countersigned by _____

Attested and/or countersigned by _____

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE: 01/16/15
REPORT NO: 5836

The County Auditor is authorized to draw these checks from:

Placentia Library District
411 E Chapman Ave
Placentia, CA 92870

FUND: 707
DEPT: V700
BUDGET CONTROL: 707
UNIT: 0900

APPROVED CLAIMS							AC'S USE ONLY	
Vendor Code	DATE	OBJT	DEPT	REPT			DOC	
Payee Name and Address	INVOICE #	REV/ BS ACCT	OBJT	CATG	AMOUNT		NUMBER	SC
N30459 Raco Industries 5480 Creek Road Cincinnati, OH 45242	1-07-15 IN430567	4000			\$216.42			
VC-12175 Time Warner Cable PO Box 60074 City of Industry CA 91716-0074	1-08-15 8448-40-025-01248777	0700	0702		\$30.48			
VC-13356 Click Consulting, Inc. 18017 Sky Park Circle, Suite C Irvine, CA 92614	1-01-15 19750	1900	0739		\$4,000.00			
VC-12175 Time Warner Cable PO Box 60074 City of Industry CA 91716-0074	1-05-15 8448-40-025-0276198	0700	0702		\$334.00			
VC-5048 Special District Risk Mgmt Auth 1112 I Street, Suite 300 Sacramento, CA 95814-2865	1-06-15 16246	0306			\$12,910.14			
VC-5851-2 Waxie Sanitary Supply P.O. Box 81006 San Diego, CA 92138-1006	1-07-15 75025735	1000			\$628.96			
VC-5233-2 AT&T CalNet 2 PO Box 9011 Carol Stream, IL 60197-9011	1-02-15 6104782	0700 0700	0700 0701		\$107.99 \$283.74 \$391.73			
VC-0089-10 Placentia Disposal #676 PO Box 78829 Phoenix, AZ 85062-8829	12-31-14 0676-002071112	1001			\$47.66			
VC-4882-1 Unique Management Services P.O. Box 1524 Jeffersonville, IN 47131-1524	1-01-15 298778	1900	0741		\$196.90			
VC-9461 Dewey Pest Control P.O. Box 7114 Pasadena, CA 91109-7214	12-29-14 1152825-9090822	1400	0717		\$125.00			
TOTAL REMITTANCE:					\$18,881.29			

The claims listed above totaling \$18,881.29 are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken the oath or affirmation required by Government Code Section 3102.

Approved by _____

Countersigned by _____

Attested and/or countersigned by _____

LOCALLY GOVERNED DISTRICT
 CLAIMS TRANSMITTED FOR PAYMENT

DATE: 01/26/15
 REPORT NO: 5837

The County Auditor is authorized to draw these checks from:

Placentia Library District
 411 E Chapman Ave
 Placentia, CA 92870

FUND: 707
 DEPT: V700
 BUDGET CONTROL: 707
 UNIT: 0900

APPROVED CLAIMS							AC'S USE ONLY	
Vendor Code	DATE	OBJT	DEPT	REPT	AMOUNT	DOC NUMBER	SC	
Payee Name and Address	INVOICE #	REV/ BS ACCT	OBJT	CATG				
VC-07198 City of Placentia 401 East Chapman Ave. Placentia, CA 92870	01-15-15	2801			\$7,863.53			
		62484	0700	0701	\$8.38			
			1400	0712	\$427.50			
			1400	0715	\$6,122.66			
					\$14,427.07			
VC-2616 Cintas Corporation #640 P.O. Box 29059 Phoenix, AZ 85038	1-12-15	1000			\$199.76			
VC-1319 Brodart Co. L-3544 Columbus, OH 43260-001 ID# 23 - 2248758	1-08-15	1800	0725		\$119.00			
VC-3070-2 Demco P.O. Box 8048 Madison, WI 53708-8048	1-09-15	1800	0725		\$61.67			
VC-12513 Tyco Integrated Security / Keystone P.O. Box 371967 Pittsburgh, PA 15250-7967	1-10-15	1300			\$2,160.82			
TOTAL REMITTANCE:					\$16,968.32			

The claims listed above totaling \$16,968.32 are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken the oath or affirmation required by Government Code Section 3102.

Approved by _____ Countersigned by _____ Attested and/or countersigned by _____

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Jeanette Contreras, Library Director

FROM: Yesenia Baltierra, Business Manager

SUBJECT: Fund Balance Report for Placentia Library District Fund 707 on Deposit with Orange County Treasurer Post-Petition Balances (B/S Account 8010-Cash)

DATE: January 26, 2015

Fiscal Year 2014-2015	
07/31/14	2,038,031.94
8/31/2014	1,913,894.68
9/30/2014	1,786,383.91
10/31/14	1,582,509.04
11/30/2014	1,546,532.94
12/31/2014	2,237,492.97
01/31/15	0.00
2/28/2015	0.00
3/31/2015	0.00
04/30/15	0.00
5/31/2015	0.00
6/30/2015	0.00
General Reserves	414,789.10
Impact Fees	433,513.66

Fiscal Year 2013-2014	
07/31/13	2,041,592.77
8/31/2013	1,731,038.74
9/30/2013	1,637,400.49
10/31/13	1,498,226.33
11/30/2013	1,486,892.97
12/31/2013	2,147,271.47
01/31/14	2,066,699.35
2/28/2014	2,039,275.14
3/31/2014	1,979,234.63
04/30/14	2,442,155.17
5/31/2014	2,378,156.46
6/30/2014	2,134,629.15
General Reserves	414,789.10
Impact Fees	406,613.78



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PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees

FROM: Jeanette Contreras, Library Director

SUBJECT: **Financial Reports through December 2014 for the Placentia Library District Accounts on Deposit with the Orange County Treasurer and the Placentia Library District General Ledger**

DATE: January 26, 2015

Summary of Cash and Investments as of December 31, 2014

Cash with Orange County Treasurer Fund 707	1,416,090.09
Reserves with Orange County Treasurer	414,789.10
Impact Fees with County and Bank of the West (Restricted)	433,513.66
General Fund Checking – Bank of the West	29,774.71
General Fund Savings – Bank of the West	586,752.81
Payroll Checking – Wells Fargo Bank	73,317.37
Total Cash and Investments	2,954,237.74

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



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PLACENTIA LIBRARY DISTRICT
YTD REVENUE REPORT
December 31, 2014

GENERAL REV Fund 707	SRCE	DESCRIPTION	BUDGET	YTD ACTUAL	BALANCE	PERCENT % RECEIVED
TAXES						
6210		Property Taxes - Current Secured	1,959,489	1,033,949	(925,539.55)	52.8%
6220		Property Taxes - Current Unsecured	55,415	53,450	(1,965.23)	96.5%
6230		Property Taxes - Prior Secured	0	-	0.00	0.0%
6240		Property Taxes - Prior Unsecured	0	-	0.00	0.0%
6250		Taxes - Spec Dist Augmentation	12,746	-	(12,746.00)	0.0%
6280		Property Taxes - Curr Supplemental	63,204	24,920	(38,284.09)	0.0%
6290		Other Taxes	3,000	2,122	(877.54)	0.0%
6300		Property Taxes - Prior Supplemental	0	614	614.29	100%
6540		Penalties & Costs on Delinq Taxes	975	335	(639.94)	34.4%
REVENUE FROM USE OF MONEY & PROP'Y			2,094,829	1,115,391	(979,438.06)	53.2%
6610		Interest	5,500	3,221	(2,278.96)	58.6%
INTERGOVERNMENTAL REVENUES			5,500	3,221	(2,278.96)	58.6%
6690		State - Homeowners Property Tax Relief	8,454	2,117	(6,337.24)	25.0%
6970		State - Other	0	-	0.00	0.0%
7120		Other-In-Lieu Taxes	0	-	0.00	0.0%
7130		Other Governmental Agencies	1,761	9,114.00	7,353.00	517.5%
MISCELLANEOUS REVENUES			10,215	11,231	1,015.76	109.9%
7670		Miscellaneous Revenue (Local Revenue)				
		Newsletter Ads	700	350	(350.00)	50.0%
		Grants	35,000	19,196	(15,804.25)	54.8%
		Fines & Fees	40,000	21,260	(18,739.94)	53.2%
		Passport/Photos	125,000	53,157	(71,843.00)	42.5%
		Meeting Room Fees	4,500	3,355	(1,145.00)	74.6%
		DVD Rentals	7,000	3,760	(3,240.50)	53.7%
		Test Proctor	6,200	4,200	(2,000.00)	67.7%
Sub Total			218,400	105,277	(113,122.69)	48.2%
7680		6-MO Expired (Outlawed) Checks	0	399	399.00	100%
YTD Actual			2,328,944	1,235,120	(1,093,823.95)	53%
FY 13/14 Funds Available			107,978	107,978		
TOTAL REVENUES FY 12/13:			2,436,922	1,343,098	(1,093,823.95)	55.1%
MISCELLANEOUS REVENUES						
		Restricted Impact Fees	0	26,900	26,899.88	100%
		SLS Account	0	1,095.45	0.00	100%

PLACENTIA LIBRARY DISTRICT

EXPENDITURES REPORT

December 31, 2014

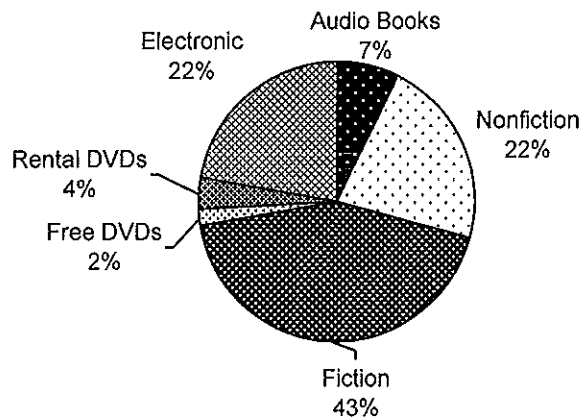
50% of year completed

ACCOUNT	DESCRIPTION	APPROPRIATIONS	EXPENDED	CURRENT	REMAINDER
SALARIES & EMPLOYEE BENEFITS					
0100	Salaries & Wages	1,160,530	567,566	0.49	\$592,964
0200	Retirement	43,351	18,603	0.43	\$24,748
0301	Unemployment Insurance	10,000	0	0.00	\$10,000
0306	Health Insurance	202,476	69,661	0.34	\$132,815
0306-0770	Employee Assistance Program	720	285	0.40	\$435
0308	Dental Insurance	15,523	6,185	0.40	\$9,338
0309	Life Insurance	8,351	3,346	0.40	\$5,005
0310	AD & D Insurance	5,869	1,806	0.31	\$4,063
0319	Vision Insurance	2,600	1,055	0.41	\$1,545
0350	Workers' Compensation Insurance	23,000	16,776	0.73	\$6,224
	TOTAL	\$1,472,420	\$685,281	0.47	\$787,139
SERVICES & SUPPLIES					
0700	Communications	20,000	7,598	0.38	\$12,402
0900	Food	2,000	397	0.20	\$1,603
1000	Household Expenses	19,000	5,630	0.30	\$13,370
1100	Library Insurance	13,000	12,001	0.92	\$999
1300	Maintenance, Equipment	34,000	17,768	0.52	\$16,232
1400	Maintenance, Buildings & Improvements	93,300	30,025	0.32	\$63,275
1600	Memberships	9,000	6,546	0.73	\$2,455
1700	Miscellaneous Expense	2,000	352	0.18	\$1,648
1800	Office Expenses	44,500	14,586	0.33	\$29,914
1803	Postage	12,000	5,055	0.42	\$6,945
1900	Prof./Specialized Services	176,000	85,532	0.49	\$90,468
1912	Investment Administrative Fees	1,600	582	0.36	\$1,018
2000	Publication and Legal Notices	500	0	0.00	\$500
2100	Rents and Leases - Equipment	1,000	157	0.16	\$843
2200	Rents & Leases - Buildings & Improvements	0	0	0.00	\$0
2400	Books/Library Materials	290,602	95,278	0.33	\$195,324
2600	Transportation & Travel	3,500	209	0.06	\$3,291
2700	Meetings	28,000	16,776	0.60	\$11,224
2800	Utilities	84,000	48,933	0.58	\$35,067
	TOTAL	\$834,002	\$347,423	0.42	\$486,579
OTHER CHARGES					
3700	Taxes and Assessments	\$10,000	\$1,754	0.18	\$8,246
	OPERATING EXPENSES	\$2,316,422	\$1,034,458	0.45	\$1,281,964
FIXED ASSETS & CONTINGENCY FUNDS					
4000	Equipment	\$100,000	\$53,145	0.53	\$46,855
4200	Structures/Improvements	20,000	\$1,997	0.10	\$18,003
5200	Contingency Funds	\$0	\$0	0.00	\$0
	TOTAL	\$120,000	\$55,142	0.46	\$64,858
TOTAL BUDGET (Fund 707)					
		\$2,436,422	\$1,089,600	0.45	\$1,346,822
Reserves	General Reserves	\$414,789	\$0	0.00	\$414,789
	Impact Fees (Restricted)	\$431,895	\$0	0.00	\$431,895
	Grants	\$35,000	\$53,819	1.54	-\$18,819

Placentia Library District

ACQUISITIONS REPORT FOR FISCAL YEAR 2014-2015 THROUGH THE MONTH OF DEC. 2014

	Amount	Title	Volumes
Total Fiction	\$42,762	1955	2103
Total Non-Fiction	\$21,817	799	1169
Total Electronic	\$22,065	207	0
Total Audio Books	\$7,037	162	162
Total Free DVDs	\$1,999	79	80
Total Rental DVDs	\$3,555	140	146
TOTAL MATERIALS	\$99,235	3342	3660



The figures on this report reflect items and invoices received through the end of the month. Invoices paid during the month are shown on the Financial Report rather than the Acquisitions report.

ACQUISITIONS REPORT FOR FISCAL YEAR 2014-2015 THROUGH THE MONTH OF DECEMBER 2014

Prepared by Katie Matas, Acquisitions Librarian

	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	\$22,454	706	664	\$4,792	270	322	\$27,246	976	986	\$501	31	31	\$27,747	1007	1017
California Adult Fiction	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0
Total Adult Fiction	\$22,454	706	664	\$4,792	270	322	\$27,246	976	986	\$501	31	31	\$27,747	1007	1017
Adult Non-Fiction	\$9,266	418	421	\$5,957	271	279	\$15,223	689	700	\$244	15	15	\$15,467	704	715
Adult Reference	\$1,791	17	36	\$47	1	1	\$1,838	18	37	\$22	2	2	\$1,860	20	39
Adult Magazines	\$5,005	86	413	\$0	0	0	\$5,005	86	413	\$0	0	0	\$5,005	86	413
California Adult Non-Fiction	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0
Total Adult Non-Fiction	\$16,062	521	870	\$6,004	272	280	\$22,066	793	1150	\$266	17	17	\$22,332	810	1167
TOTAL ADULT PRINT MATERIALS	\$38,516	1227	1534	\$10,796	542	602	\$49,312	1769	2136	\$767	48	48	\$50,079	1,817	2,184
Adult Music CDs	\$0	0	0	\$0	0	0	\$0	0	0	\$110	11	11	\$110	11	11
Adult Audio Books	\$6,842	157	157	\$424	11	11	\$7,266	168	168	\$30	1	1	\$7,296	169	169
Adult E-books	\$7,085	172	0	\$633	13	0	\$7,718	185	0	\$0	0	0	\$7,718	185	0
Adult Free DVDs	\$1,129	33	33	\$415	11	11	\$1,544	44	44	\$129	15	15	\$1,673	59	59
Adult Rental DVDs	\$2,881	116	117	\$0	0	0	\$2,881	116	117	\$405	16	16	\$3,286	132	133
TOTAL ADULT NON-PRINT MATERIALS	\$17,937	478	307	\$1,472	35	22	\$19,409	513	329	\$674	43	43	\$20,083	556	372
TOTAL ADULT MATERIALS	\$56,453	1,705	1,841	\$12,268	577	624	\$68,721	2,282	2,465	\$1,441	91	91	\$70,162	2,373	2,556
Juvenile Fiction	\$13,794	590	1117	\$6,998	448	508	\$20,792	1378	1623	\$684	64	64	\$21,446	1442	1687
California Juvenile Fiction	\$0	0	0	\$1,864	94	114	\$1,864	94	114	\$0	0	0	\$1,864	94	114
Young Adult Fiction	\$6,514	319	322	\$2,488	174	175	\$9,002	493	497	\$374	32	32	\$9,376	525	529
California Young Adult Fiction	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0
Total Juvenile Fiction	\$20,308	1249	1439	\$11,320	716	795	\$31,628	1965	2234	\$1,058	96	96	\$32,686	2,061	2,330
Juvenile Non-Fiction	\$4,819	245	252	\$1,953	104	104	\$6,872	349	356	\$0	0	0	\$6,872	349	356
California Juvenile Non-Fiction	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0
Young Adult Non-Fiction	\$312	17	17	\$1,188	10	10	\$1,500	27	27	\$75	4	4	\$1,575	31	31
California Young Adult Non-Fiction	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0
Juvenile Reference	\$14	1	1	\$0	0	0	\$14	1	1	\$0	0	0	\$14	1	1
Juvenile Magazines	\$610	15	29	\$0	0	0	\$610	15	29	\$0	0	0	\$610	15	29
Total Juvenile Non-Fiction	\$5,755	278	299	\$3,041	114	114	\$8,796	392	413	\$75	4	4	\$8,871	396	417
TOTAL JUVENILE PRINT MATERIALS	\$26,063	1,527	1,738	\$14,361	830	909	\$40,424	2,357	2,647	\$1,133	100	100	\$41,557	2,457	2,747
Juvenile Music CDs	\$102	5	5	\$148	5	5	\$250	10	10	\$0	0	0	\$250	10	10
Juvenile Audio Books	\$195	5	5	\$313	7	7	\$508	12	12	\$0	0	0	\$508	12	12
Juvenile E-books	\$497	28	0	\$1,600	118	0	\$2,097	146	0	\$0	0	0	\$2,097	146	0
Young Adult Video Games	\$30	1	1	\$0	0	0	\$30	1	1	\$20	1	1	\$50	2	2
Juvenile Free DVDs	\$870	46	47	\$681	32	34	\$1,551	78	81	\$0	0	0	\$1,551	78	81
Juvenile Rental DVDs	\$674	24	29	\$0	0	0	\$674	24	29	\$0	0	0	\$674	24	29
TOTAL JUVENILE NON-PRINT MATERIALS	\$2,368	109	87	\$2,742	162	162	\$5,110	271	133	\$20	1	1	\$5,130	272	134
TOTAL JUVENILE MATERIALS	\$28,431	1636	1825	\$17,103	992	955	\$45,534	2628	2790	1,153	101	101	\$46,687	2729	2881
Online databases	\$14,484	7	0	\$3,238	1	0	\$17,722	8	0	\$0	0	0	\$17,722	8	0
California databases	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0
E-books	\$7,581	200	0	\$2,233	\$131	\$0	\$9,814	331	0	\$0	0	0	\$9,814	331	0
E-music	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0	0	0
TOTAL ELECTRONIC MATERIALS	\$22,065	207	0	\$5,471	132	0	\$27,537	339	0	\$0	0	0	\$27,537	339	0
Total Fiction	\$42,762	1955	2103	\$16,112	986	1117	\$58,874	2941	3220	\$1,559	127	127	\$60,433	3068	3347
Total Non-Fiction	\$21,817	799	1169	\$9,045	386	394	\$30,862	1185	1583	\$341	21	21	\$31,203	1206	1584
Total Electronic	\$22,065	207	0	\$5,471	132	0	\$27,537	339	0	\$0	0	0	\$27,537	339	0
Total Audio Books	\$7,037	162	162	\$7,774	18	18	\$15,548	180	180	\$30	1	1	\$15,578	181	181
Total Free DVDs	\$1,999	79	90	\$1,096	43	45	\$3,095	122	125	\$129	15	15	\$3,224	137	140
Total Rental DVDs	\$3,555	140	146	\$0	0	0	\$3,555	140	146	\$405	16	16	\$3,960	156	162
TOTAL MATERIALS	\$99,235	3342	3660	\$32,461	1595	1574	\$131,697	4,907	5,234	\$2,464	180	180	\$134,161	5,087	5,414

Outstanding Orders as of December 2014

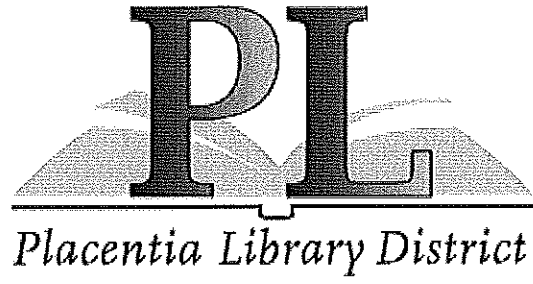
General Fund	\$20,352
Adopt-a-book	\$251
TOTAL	\$20,603

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Jeanette Contreras, Library Director
FROM: Yesenia Baltierra, Business Manager
SUBJECT: Entrepreneurial Activities Report for December 2014
DATE: January 26, 2015

Net Revenue Summary for December 2014

			YTD	YTD
	Dec-14	Dec-13	2014-2015	2013-2014
Passport	6,225.00	4,326.00	43,050.00	34,801.00
Passport Photos	1,260.00	948.00	10,107.00	7,560.00
Test Proctor	850.00	650.00	4,200.00	3,700.00
Meeting Room	860.00	715.00	3,355.00	2,412.00
DVD Rentals	557.00	475.00	3,759.50	3,397.00
Total	9,752.00	7,114.00	64,471.50	51,870.00



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PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Jeanette Contreras, Library Director

FROM: Yesenia Baltierra, Business Manager

SUBJECT: Personnel Report for December 2014

DATE: January 26, 2015

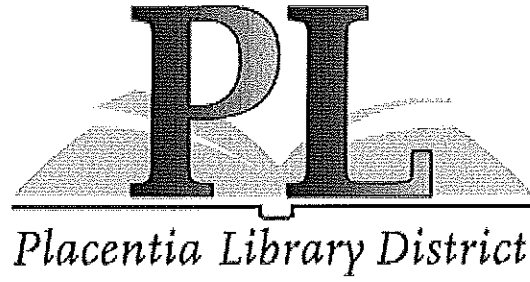
			YTD	YTD
	Dec-14	Dec-13	2014/2015	2013/2014
Separation	0	0	1	0
Retirement	0	0	0	0
Appointments	0	0	1	2
Open Positions	0	1	1	2
Workers' Compensation Leave	0	1	0	1
Total	0	2	3	5

SEPARATION:
None

RETIREMENT:
None

APPOINTMENTS:
None

OPEN POSITIONS:
None



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PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Jeanette Contreras, Library Director
FROM: Fernando Maldonado, Circulation Supervisor
SUBJECT: Circulation Activity Report
DATE: January 26, 2015

MONTHLY STATISTICS

December 2014

CIRCULATION			Y-T-D	Y-T-D	Y-T-D
	Dec-14	Dec-13	2014-15	2013-14	% change
New Patron Registrations	220	215	1,945	1,975	-1.5%
Total Circulation	19,015	17,555	133,460	126,522	5.5%
Total Active Borrowers*	8,501	8,408	51,229	50,838	
Attendance	21,988	17,864	157,016	128,027	22.6%
Registered Card Holders*	32,295	30,472	196,197	178,718	
Adult Fiction	2,500	2,344	17,334	17,339	0.0%
Adult Nonfiction	2,083	2,024	14,687	13,935	5.4%
Adult Magazines	185	174	1,506	1,443	4.4%
Adult Music CDs	196	147	986	1,136	-13.2%
Adult Audio Books	571	542	3,282	3,720	-11.8%
Adult Free DVDs	254	273	1,713	1,702	0.6%
Adult Rental DVDs	456	387	2,893	2,523	14.7%
Overdrive E-Books	714	536	4,645	3,067	51.5%
Overdrive Audio Books	346	229	2,200	1,327	65.8%
Enki**	12	0	25	0	N/A
Zinio**	7	0	25	0	N/A
JV Fiction	8,229	7,568	63,913	57,527	11.1%
YA Fiction	1,189	1,048	8,704	8,875	-1.9%
JV Nonfiction	1,996	2,048	13,629	12,645	7.8%
YA Nonfiction	85	77	620	668	-7.2%
JV Magazines	7	10	64	60	6.7%
JV Music CDs	36	12	200	176	13.6%
JV Audio Books	45	43	253	294	-13.9%
JV Free DVDs	632	433	4,335	4,178	3.8%
JV Rental DVDs	229	164	1,549	1,306	18.6%
Video Games	20	11	111	31	100.0%

PATRON COUNT

	Sun	Mon	Tues	Wed	Thur	Fri	Sat	Total/Hr.
9:00		377	441	305	410	1,060	263	2,856
10:00		624	1,002	350	753	413	598	3,740
11:00		497	530	316	345	318	541	2,547
12:00		788	827	318	447	355	813	3,548
1:00	330	701	569	211	292	405	576	3,084
2:00	971	568	651	810	372	402	832	4,606
3:00	715	921	668	303	544	564	984	4,699
4:00	690	1,211	962	670	483	719	752	5,487
5:00	502	1,118	902	1,129	528	619	330	5,128
6:00		1,095	1,132	588	1,279			4,094
7:00		780	767	425	580			2,552
8:00		700	456	271	208			1,635
Total/Day								43,976
* Grand Total								21,988

<u>Patron Count</u>	Dec-14	Dec-13	Y-T-D 2014-15	Y-T-D 2013-14	% change
	21,988	17,864	157,016	128,027	22.6%

*The patron count equipment counts each patron once every time they walk in & out of the library therefore, the grand total reflected is smaller than the total because the total is divided by two.

PASSPORT SERVICES

	Sun	Mon	Tues	Wed	Thur	Fri	Sat	Total/Hr.
9:00		1	1	0	1	2	10	15
10:00		5	3	4	2	1	6	21
11:00		6	6	3	2	2	7	26
12:00		4	3	2	2	1	8	20
1:00	8	7	3	2	1	6	8	35
2:00	9	6	4	1	1	4	18	43
3:00	8	6	3	4	2	3	7	33
4:00	5	6	0	3	2	4	2	22
5:00		7	4	4	2			17
6:00		9	2	1	0			12
7:00		4	1	0	0			5
8:00		0	0	0	0			0
Total/Day								249
Grand Total								

<u>Passport Services</u>	Dec-14	Dec-13	Y-T-D 2014-15	Y-T-D 2013-14	% change
	249	173	1,722	1,392	23.7%

STAFF ACTIVITY

- December 01, 2014- Danny, Eric, Laura C., Sara, Victor, Tim, Beatrice, Estella, and Fernando participated in Staff Development Day.
- December 02, 2014- Estella delivered money deposits to the bank.
- December 02, 2014- Staff organized the meeting room for Pre-School story time.
- December 03, 2014- Fernando assisted the City of Orange Public Library by serving as an oral panelist.
- December 04, 2014- Fernando assisted the City of Orange Public Library by serving as an oral panelist.
- December 04, 2014- Staff organized the meeting room for Lap-Sit story time.
- December 04, 2014- Staff organized the quiet study area for the Holiday Series event.
- December 04, 2014- Staff organized the meeting room for Le Teen Cafe.
- December 05, 2014- Staff organized the meeting room for Chess to Checkers.
- December 08, 2014- Staff organized the meeting room for PLFF board meeting.
- December 09, 2014- Staff organized the meeting room for Pre-School story time.
- December 09, 2014- Estella delivered money deposits to the bank.
- December 10, 2014- Fernando assisted the City of Mission Viejo Public Library by serving as an oral panelist.
- December 10, 2014- Fernando attended SLS Circulation Committee meeting in Mission Viejo.
- December 10, 2014- Laura D., and Victor participated at the annual Tamale Festival.
- December 11, 2014- Staff organized the quiet study area for the Holiday Series event.
- December 11, 2014- Staff organized the meeting room for Lap-Sit story time.
- December 11, 2014- Estella delivered money deposits to the bank.
- December 14, 2014- Staff assisted PLFF with the book sale.
- December 15, 2014- Staff organized the meeting room for Board of Trustees meeting.
- December 16, 2014- Beatrice, Estella, Laura D., Fernando and Sara attended all staff meeting.
- December 16, 2014- Laura D., Estella, Beatrice, and Sara attended department meeting.
- December 18, 2014- Staff organized the meeting room for P-Tac.
- December 18, 2014- Staff organized the quiet study area for the Holiday Series event.
- December 18, 2014- Estella delivered money deposits to the bank.
- December 19, 2014- Staff organized the meeting room for Chess to Checkers.
- December 27, 2014- Shawn attended personnel meeting with Business Manager and Circulation Supervisor.
- December 30, 2014- Estella delivered money deposits to the bank.

ONGOING PROJECTS

- Fernando continues to assist in budget discussions.
- Circulation staff continues to add RFID tags to all library items.

NEW PROJECTS AND ACTIVITIES

- Fernando will assign and train a staff member to handle the library's Yelp account.
- Laura D. and Fernando will work on a Passport Marketing Campaign.
- Fernando and Nadia will work on a Single Point Service desk training manual.



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PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Jeanette Contreras, Library Director
FROM: Diane Warner, Administrative Assistant
SUBJECT: City of Placentia Invoices through JANUARY 2015
DATE: January 26, 2015

CITY OF PLACENTIA INVOICES

PERIOD COVERED FY 2014-2015	INVOICE DATE	SO. CA. EDISON	TURF (Mariposa)	GROUNDS (SA Aquatics)	IRRIGATION AT&T	FACILITY MAINT	TOTAL
May-June 2014	7-17-14	12,249.89	1,452.49	142.50	16.36	*	13,861.24
July-Aug 2014	8-13-14	8,722.47	2,904.98	285.00	8.18	*	11,920.63
14-Sep	*	*	*	*	*	*	*
14-Oct	10-08-14	8,081.06	*	285.00	8.57	12,245.32	20,619.95
14-Nov	11-17-14	13,758.60	*	142.50	16.91	3,061.33	16,979.34
14-Dec	*	*	*	*	*	*	*
15-Jan	1-15-15	7,868.53	*	427.50	8.38	6,122.66	14,427.07
15-Feb							
15-Mar							
15-Apr							
15-May							
15-Jun							
	TOTAL	\$ 50,680.55	\$ 4,357.47	\$ \$1,282.50	\$ 58.40	\$ 21,429.31	\$ 77,808.23
	AVG	\$5,490.10	\$0.00	\$162.86	\$6.01	\$3,061.33	\$9,135.29

*City Billing Not Received

PERIOD COVERED FY 2013-2014	INVOICE DATE	SO. CA. EDISON	TURF	GROUNDS	IRRIGATION CONTROL	TOTAL
13-Jul	7/18/2013	6,812.45	1,452.49	142.50	*	\$8,407.44
13-Aug	8/14/2013	7,692.39	1,452.49	*	*	\$9,144.88
13-Sep	*	*	*	*	*	\$0.00
13-Oct	10/2/2013	7,334.43	2,904.98	285.00	15.87	\$10,540.28
13-Nov	11/21/2013	7,469.80	1,452.49	142.50	7.91	\$9,072.70
13-Dec	*	*	*	*	*	\$0.00
14-Jan	1/15/2014	11,909.86	1,452.49	285.00	23.66	\$13,671.01
14-Feb	2/26/2014	3,946.20	4,357.47	430.00	8.27	\$8,741.94
14-Mar	03/25/14	3,595.48	2,904.98	427.50	8.15	\$6,936.11
14-Apr	04/23/14	3,595.48	*	427.50	8.15	4,031.13
14-May	*	*	*	*	*	\$0.00
14-Jun	*	*	*	*	*	\$0.00
	TOTAL	\$ 52,356.09	\$ 15,977.39	\$ 2,140.00	\$ 72.01	\$ 70,545.49
	AVG	5,235.61	1,597.74	214.00	7.21	7,054.55

*No City Billing



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PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

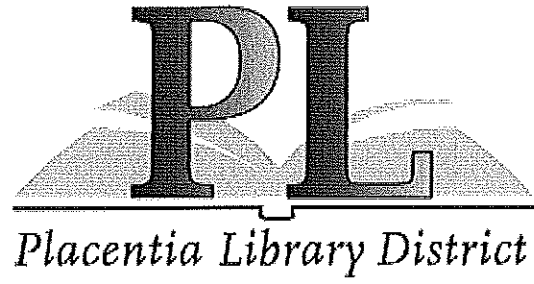
TO: Library Board of Trustees

FROM: Jeanette Contreras, Library Director

SUBJECT: Library Director's Report for December 2014

DATE: January 26, 2015

With the exception of two meetings with Board President Shkoler, I was absent the majority of December for family medical reasons.



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PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Jeanette Contreras, Library Director

FROM: Lori Worden, Children's Services Supervisor

SUBJECT: Children's Services Monthly Activity Report for December 2014

DATE: January 26, 2015

MONTHLY STATISTICS

Children's Reference

	December 2014	December 2013	Y-T-D 2014-15	Y-T-D 2013-14	Y-T-D % change
Phone reference:	42	28	293	228	28.51%
In person reference/research:	767	622	5162	4787	7.83%
Total Reference	809	650	5455	5015	8.77%
Total Number of Programs	28	28	193	194	-0.52%
Total Programs Attendance	736	654	7794	8474	-8.02%

Accomplishments:

- Children's staff participated in the Staff Development Day on December 1.
- Lori Worden participated in an Enki webinar on December 3.
- Lori Worden attended a monthly meeting of the Placentia Women's Round Table on Dec. 3.
- Lori Worden attended the SLS Children's meeting on December 8.
- Using donated funds from the Placentia Round Table Women's Club, Brenda Ramirez shopped at the Scholastic Warehouse and provided books for children in need as part of the annual City of Placentia Community Gift Basket program.
- Coleen Wakai presented a library tour and information about the library to a local Cub Scouts group on December 11.
- Coleen Wakai attended the YA librarians SLS meeting. Coleen also chairs this group.
- The Children's department presented our annual Winter Wonderland, with Santa (Rotary partnership) and this year Queen Elsa visited and presented a storytime (partnership with Miss Outstanding Teen Placentia and Miss Placentia).
- Lori Worden attended the Library Board of Trustees meeting on December 15.
- Lori Worden attended a Christmas lunch with Jeanette Contreras and library supervisors on December 15.
- Children's staff attended the all-staff meeting on December 16, as well as the staff Christmas luncheon.
- Lori Worden participated in an Infopeople Webinar: "Making it Count: California Library Statistics."
- Brenda Ramirez prepared and conducted Preschool and Lapsit storytimes.

- Coleen Wakai prepared and conducted programs for teens, including Le Teen Café, Homework Club, and P-TAC.
- Brenda Ramirez, chair of this year's Easter's Eggcitement, began meeting with committee members to plan next Spring's event.

In Progress:

- Children's staff are purchasing materials for the Children's and Young Adult collections.
- Children's staff are planning events for children and teen for the coming year, to be announced in the next eXPLORE library newsletter.
- Lori Worden worked on staff performance evaluations.

	2014		2014		2013		2014-15		2014-15		2013-14		2013-14	
	Number of Programs	Total Attendance	Number of Programs	Total Attendance	Number of Programs	Total Attendance	Total Programs	Total Attendance	Total Programs	Total Attendance	Total Programs	Total Attendance	% Change Programs	% Change Attendance
Regular Monthly Programs														
Read to the Dogs	1	32	1	30	7	220	6	164	0.166666667	34.15%				
F.I.R.S.T.	*	*	*	*	6	157	5	95	0.2	65.26%				
Preschool Storytimes (3-6 years old)	4	103	4	115	48	1253	42	1036	0.142857143	20.95%				
C.O.P.S.	*	*	1	14	*	*	4	147	N/A	N/A				
Lego Club	1	49	*	*	3	216	*	*	N/A	N/A				
Pocket Tales	2	50	2	61	25	767	21	597	0.19047619	0.284757119				
Lap Sit (0-2 years old)	4	190	2	115	37	1899	19	1036	0.947368421	0.833011583				
R.A.D.D.	*	*	1	6	*	*	4	63	N/A	N/A				
P-TAC (Placentia Teen Advisory Council)	1	20	2	38	14	316	14	223	0	0.417040359				
Tweens Chess To Checkers	2	13	*	*	9	96	*	*	N/A	N/A				
Super STAR	*	*	*	*	2	16	3	42	-0.333333333	-0.619047619				
Family Game Day	*	*	1	12	4	77	5	112	-0.2	-0.3125				
Homework Club	11	144	12	128	62	917	55	841	0.127272727	0.090368609				
Special Programs														
12/4/14 Le Teen Café Placentia - Holiday!	1	35	1	35	1	35	1	35	0	0				
12/13/14 Winter Wonderland	1	100	1	100	1	100	1	100	0	0				
Totals	28	736	28	654	193	7794	194	8474	-0.00515464	-0.08024546				
* Program not held														
YTD totals include program totals from previous months not listed for the current month.														



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PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Jeanette Contreras, Library Director

FROM: Nadia Dallstream, Adult Services Supervisor

SUBJECT: Adult Services Report for December 2014

DATE: January 26, 2015

MONTHLY STATISTICS**Reference Desk Activity**

	December 2014	December 2013	Y-T-D 2013-14	Y-T-D 2012-13	Y-T-D % change
Reference -- in person	663	503	5246	4663	12.50%
Reference -- telephone	283	222	1878	1924	-2.39%
Reference -- email/chat	5	1	21	7	200.00%
Technology assistance	467	284	2912	4331	-32.76%
Guest passes	132	143	849	962	-11.75%
Adult and Children's computer use (desktops)	2500	2167	16479	14056	17.24%
Adult computer usage (desktop)	2073	1909	13817	12318	12.17%
Public computer use (express laptops)	53	81	273	760	-64.08%
Adult Program Attendance	220	192	2254	2698	-16.46%
Number of Adult Programs	10	9	71	47	51.06%

Adult Services Programs

	December 2014
December 4, 2014 Fine Arts: Holiday Series (Killianey)	31
December 9, 2014 Computer Workshops: Microsoft Word: Basics and Beyond (Killianey)	11
December 9, 2014 Book Discussion: Wild (Cunningham)	14
December 11, 2014 Literacy: Adult Conversation Club (Faber)	6
December 11, 2014 Fine Arts: Holiday Series (Townsend)	40
December 16, 2014 Computer Workshops: Microsoft Word: Basics and Beyond (Killianey)	9
December 18, 2014 Fine Arts: Holiday Series (Faber)	89
December 22, 2014 Volunteers: Orientation (Faber)	2
December 23, 2014 Literacy: Orientation (Faber)	2
December 31, 2014 Database Instruction: Overdrive (Reference Staff)	16
Total Program Attendance	220

Volunteer Hours

	December 2014	December 2013	Y-T-D 2014-15	Y-T-D 2013-14	Y-T-D % change
History Room	10.5	0	63.75	33.5	90.30%
PLFF	446.25	459.5	3257.75	3115.75	4.56%
General Library	451.75	466.5	2099	3060	-31.41%
Technology	50.25	180	373.5	276	35.33%
Homework Club	90.25	69.75	451.5	378.5	19.29%
Adult Literacy Tutors	86.5	39.25	430.5	377.7	13.98%
PTAC	117.5	137.25	982.75	913.5	7.58%
Total Volunteer Hours	1253	1352.25	8828	8154.95	8.25%

History Room Activity

	December 2014	December 2013	Y-T-D 2014-15	Y-T-D 2013-14	Y-T-D % change
History Room Visitors	8	3	57	45	26.67%

Adult Literacy

	Dec 2014	Dec 2013
Number of Tutors	16	8
Number of Students	23	18
Total Number of Participants	39	26

Computer Literacy

	Dec 2014	Dec 2013
Number of Tutors	4	4
Number of Students	7	4
Total Number of Participants	11	8

Type of Program	Number of Programs December 2014	Attendance December 2014	Number of Programs December 2013	Attendance December 2013	Number of Programs YTD 2014-15	Attendance YTD 2014-15	Number of Programs YTD 2013-14	Attendance YTD 2013-14	Number of Programs YTD % change	Attendance YTD % change
<i>Book Discussions</i>	1	14	1	8	6	74	6	65	0.00%	12.16%
<i>Computer Workshops</i>	2	20	3	26	16	142	18	131	-12.50%	7.75%
<i>Literacy Programs</i>	2	8	1	4	15	66	10	26	33.33%	60.61%
<i>Summer Reading Program</i>	0	0	0	0	0	108	0	88	0.00%	18.52%
<i>Summer Reading Events</i>	0	0	0	0	3	1,202	4	1,974	-33.33%	-64.23%
<i>Database Instruction</i>	1	16	N/A	N/A	6	92	0	0	100.00%	100.00%
<i>Volunteer Programs</i>	1	2	0	0	3	76	2	80	33.33%	-5.26%
<i>Health & Fitness Programs</i>	0	0	0	0	12	208	0	0	100.00%	100.00%
<i>Parenting Programs</i>	0	0	0	0	3	27	0	0	100.00%	100.00%
<i>Fine Arts Programs</i>	3	160	3	147	4	181	3	147	25.00%	18.78%
<i>Educational Programs-varied topics</i>	0	0	1	7	3	78	4	187	-33.33%	-139.74%
Totals	10	220	9	192	71	2,254	47	2,698	33.80%	-19.70%

ACHIEVEMENTS

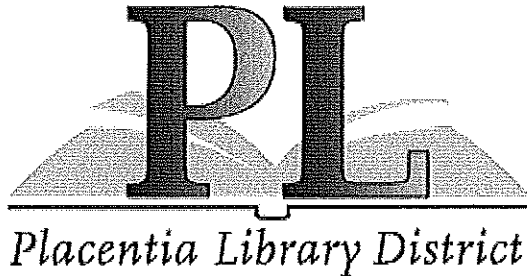
- *Jeannie Killianey* completed the Collection Development policies for 800s, Biographies, Educational DVDs, and Spanish Collection.
- *Jeannie Killianey* finished weeding the 800s.
- *Jeannie Killianey* prepared DMV materials for patrons to use in-house.
- *Jeannie Killianey* submitted one Mommy Librarian article.
- *Wendy Townsend* selected books for Rotary.
- *Wendy Townsend and Nadia Dallstream* coordinated the So Cal Helpful Honda visit on December 12th.
- *Wendy Townsend* sent the remaining yearbooks out for digitization.
- *Wendy Townsend* sent the History Room audio cassette and VHS tapes out for digitization (PCF Grant).
- *Wendy Townsend* weeded the DVDs.
- *Wendy Townsend and Venessa Faber* coordinated the Staff Holiday Potluck.
- *Katie Matas* made her first updates to the Library website.
- *Venessa Faber* processed donated CDs for the collection.
- *Venessa Faber* matched 2 new Computer Literacy tutors.
- *Venessa Faber* matched 1 new English Literacy tutor and matched 1 English Literacy tutor with an additional student.
- *Venessa Faber* interviewed and trained 1 One Stop Worker for assistance in the English Literacy Program.
- *Venessa Faber* created a training option for English Literacy tutors as an alternative to the online training.
- *Venessa Faber* decorated the large display case: "Reading in a Winter Wonderland."
- *Venessa Faber* interviewed and agreed to be a mentor for an El Dorado High School student's Senior Project.
- *Nadia Dallstream* was job shadowed and interviewed by a Valencia High School Student.
- *Nadia Dallstream* worked with Baker and Taylor to coordinate RFID tagging of new materials.
- *Nadia Dallstream* completed a staff Performance Evaluation.

MEETINGS

- *Wendy Townsend, Katie Matas and Venessa Faber* attended the Staff Meeting on December 16th.
- *Katie Matas and Venessa Faber* attended Friday Huddles on December 5th and 12th.
- *Jeannie Killianey and Nadia Dallstream* met 1 time.
- *Jeannie Killianey and Victor Meza* discussed the Baker & Taylor grant on December 15th.
- *Wendy Townsend, Katie Matas, Jeannie Killianey, Nadia Dallstream and Venessa Faber* attended the Staff Development Day on December 1st.
- *Wendy Townsend* attended Kiwanis meetings on November 4th, and 18th.
- *Venessa Faber* attended Placentia Round Table Women's Club on Dec. 3rd.
- *Venessa Faber and Nadia Dallstream* met 2 times.
- *Nadia Dallstream* met with Coleen Wakai to review Constant Contact.
- *Venessa Faber* interviewed 1 University of Phoenix student for a potential internship on Dec. 15th.
- *Jeannie Killianey* met with a potential teen intern.
- *Jeannie Killianey* spoke with a potential Computer Workshop Instructor/Literacy Tutor.
- *Jeannie Killianey* met with a potential Computer Workshop Instructor.
- *Nadia Dallstream* met with the Business Manager about the State Report on December 2nd and 4th.
- *Nadia Dallstream* and Katie Matas met with B&T via a Conference Call on December 10th.
- *Nadia Dallstream* attended the December 15th PLD Board Meeting.

PROFESSIONAL DEVELOPMENT

- *Wendy Townsend* participated in the *California Digital Newspaper Collection: An Introduction* webinar on December 17th. The California Digital Newspaper is a freely accessible repository of digitized California newspapers from 1846 to the present. The webinar focused on how to use their database of newspapers, and outlined their goals for further digitization of newspapers throughout California. Their 5 year plan includes digitizing at least one significant newspaper title per county. They have identified the OC Register as the newspaper for Orange County. A brief amount of time was spent on how to digitize if you do not fall within their 5 year plan. It does not appear that we fall within their 5 year plan, however they do host files for free if you digitize yourself. This may be worth looking into for the newspapers we have already digitized from the 1920's. The two main fundraising ideas for local digitization are the Pitch an Idea grant, and local funding from donors and businesses. The host noted Pitch an Idea would probably be reducing the amount of grants for newspaper digitization since LSTA funds their digitization project.
- *Wendy Townsend and Venessa Faber* participated in a *Google Ad Grants* webinar on December 3rd. The Google Ad Grants webinar outline how to use the free Google Ad program offered to nonprofits. Organizations create Google Ads based on keywords. The ads you create show up in individual search results that correspond to the keywords in your ad. The coordinators emphasized the importance of relevant keywords (up to 1,000), the ability to engage individuals immediately, and constant maintenance of your ads and keywords for the most impact. The better/more relevant your ads are to those who are searching the more credit Google gives you to create more ads. Overall this seems like a great tool but will require a lot of staff time to maintain. Additionally, we would not be eligible as a government entity but PLLF may be eligible as a nonprofit.
- *Venessa Faber* participated in a Pronunciator New Interface webinar on December 10th. This webinar reviewed new additions and capabilities of the language learning database. Improvements and additions include Pronunciator Radio which allows learners to hear songs in the language they are learning while seeing the words in that language along with a translation in their first language. This database continues to be user friendly and relatable for users. After viewing this webinar, I emailed a link to local High School and Junior High School Principals and Language instructors so they could view a video of Pronunciator's capabilities. I have since received positive feedback and engagement.



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PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Jeanette Contreras, Library Director
FROM: Katie Matas, Librarian I
SUBJECT: Placentia Library Website & Technology Report for December 2014
DATE: January 26, 2015

On-line database usage

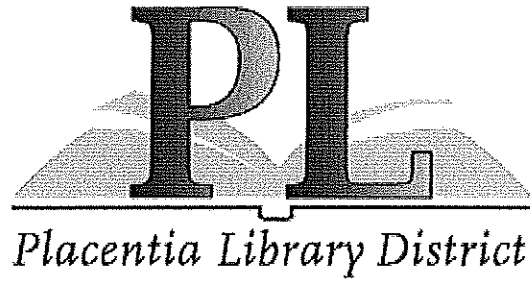
	December 2014	Onsite Usage 12/14	Remote Usage 12/14	December 2013	Y-T-D 2014-15	Y-T-D 2013-14	Y-T-D % change
Placentia Library Catalog	11,386	N/A	N/A	12,499	41,586	39,846	4%
General Reference Center	253	180	73	91	495	278	78%
Biography In Context	438	414	24	26	2,375	1,768	34%
Opposing Viewpoints	363	347	16	103	4,032	2,061	96%
Freegal	543	N/A	N/A	631	1,835	1,819	1%
Heritage Quest	120	N/A	N/A	303	1,142	2,677	-57%
Novelist	26	N/A	N/A	15	146	192	-24%
Pronunciator (new Sept. 2014)	54	N/A	N/A	N/A	384	N/A	N/A
ABC Mouse (new Sept. 2014)	63	N/A	N/A	N/A	117	N/A	N/A
Tumblebooks	220	N/A	N/A	426	1,496	2,544	-41%
Reference USA	246	N/A	N/A	236	1,503	1,957	-23%
TOTAL DATABASE USAGE	13,712			14,330	55,111	53,142	4%

Computer & Online Resource Use

	December 2014	Y-T-D 2014-15
Placentia Residents	1,100	6,301
Non-Placentia Residents	763	4,000
Total	1,863	10,301

Website Traffic

	December 2014	December 2013	Y-T-D 2013-14	Y-T-D 2012-13	Y-T-D % change
Website visits	9,238	18,719	103,463	122,004	-15%
Page Hits	16,741	38,043	179,581	231,363	-22%



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PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

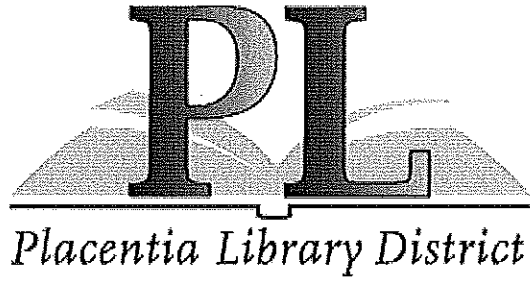
TO: Library Board of Trustees

FROM: Jeanette Contreras, Library Director

SUBJECT: Update from Mr. Adam Bauer, Fieldman, Rolapp & Associates

DATE: January 26, 2015

Mr. Bauer will provide the Library Board of Trustees an update on the process of a possible General Obligation Bond.



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PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees

FROM: Jeanette Contreras, Library Director

SUBJECT: Placentia Library Friends Foundation (PLFF) Naming Request for the Nancy Lone-Tollefson Bookstore

DATE: January 26, 2015

BACKGROUND:

The Placentia Library Friends Foundation (PLFF) has discussed the possibility of honoring a long-time PLFF Board Director, the late Ms. Nancy Lone-Tollefson.

Nancy was Placentia Library Friends Foundation's (PLFF) Bookstore Chairperson. In this capacity, she managed fifty volunteers and donated 50-70 hours a month to sort, price, and stock donations received. Nancy's dedication to the Placentia Library was unwavering. She could be seen at the library almost every day, including the second Sunday of each month, as she prepared for the PLFF book sales. Nancy's efforts provide the library \$2,500 or more monthly. Nancy brought in an astounding \$48,000 from the bookstore and Second Sunday Sales for Placentia Library in the last two years. With this much needed revenue, the library is able to provide many quality programs for patrons, young and old, that would not be possible within current library budget constraints. In addition, Nancy served PLFF on various committees where her commitment was impressive, her contribution valuable and her warmth unmatched.

Nancy had been on the PLFF Board of Directors for over 13 years. Her extensive involvement did not stop as Chairperson for the Bookstore. She also co-chaired PLFF's biggest fundraiser, the annual Author's Luncheon, which has drawn notable authors including Dean Koontz, Marcia Clark, Lisa See, John Dean, and Jessica Lange. The committee spends at least six months planning for the fundraiser, which brings in over \$10,000 annually for library programs and services. Nancy was a pivotal player in the planning, organizing, and coordinating of the Author's Luncheon. She assisted where needed and was extremely dependable.

Nancy was also a member of the Placentia Round Table Women's Club. Nancy had the Amenities Chair responsibility which included preparation of the clubhouse for all events, maintaining records and providing a suitable and attractive environment. She served as Scholarship Chair as she managed a budget of \$10,000 awarded to qualified local graduating high school students. For this very important club activity, Nancy had complete responsibility, from publicity to selection to award presentations.

To increase outreach efforts of the scholarship program, Nancy conducted a comparative study of similar scholarship offerings. Each year she extended her energy and time to a significant number of committees within this local philanthropic organization. Nancy more than fulfilled the club's expectation of its membership with her efficiency, reliability and dignity.

The Orange County Reading Association, a professional organization for which she had served over the past 20 years as the Corresponding Secretary, awarded Nancy its Outstanding Contribution to Reading Award. The annual award is given to an individual who has made significant differences to reading in Orange County. Buena Park School District, where Nancy was a classroom teacher for twenty-seven years, followed by ten years as the school's Curriculum Improvement Specialist, honored her as Teacher of the Year. Although retired, Nancy continued to promote literacy and reading.

Nancy not only cared deeply for the library, she was actively involved in other activities for the betterment of the community. She served on the Fairways at Alta Vista Homeowners Association. As a committee member for the Architectural and Landscape Committees, she upheld the beauty and safety of that upscale Placentia neighborhood.

As the long time Vice President/Program Chair for the Del Norte Garden Club, Nancy arranged programs of outstanding quality and interest resulting in increased member attendance. The rose garden at the Placentia Post Office is a result of Nancy's leadership in persuading the Club to accept the responsibility for maintaining this beautiful spot for all to enjoy.

Many other organizations within the community were supported by our Nominee through her continued membership and as well as support of all fundraisers. Among these are Placentia Finds Society, Fullerton Arboretum, Yorba Linda Library Friends, and Cerritos Library Friends. In addition, Nancy and her husband, Jerry, were enthusiastic supporters of drama and music activities within Placentia and beyond.

Nancy deeply and genuinely cared about the City of Placentia; her support came from a heart of selfless service to our community.

PLFF would like to request that the bookstore be named the Nancy Lone-Tollefson Bookstore. This request meets the criteria of Placentia Library District's Policy 6090 – Naming of Library Buildings and Departments.

Attachment A is a copy of Policy 6090.

FISCAL IMPACT: N/A

RECOMMENDATION

Approve PLFF's request to name the bookstore the Nancy Lone-Tollefson Bookstore.

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: **Travel Authorization for Library Director to attend the Future of Libraries: Do We Have Five Years to Live? Conference, February 5-6, 2015 in Los Angeles, California**

DATE: January 26, 2015

BACKGROUND

The two-day institute is for CEOs, University/College Librarians, government and special library directors, to explore the significant challenges facing library leaders. The program is planned by and for public library CEOs and Directors. It will include discussions and interactive problem-solving. The tentative guest speakers include:

- Kim Bui Burton, Community Manager, City of Monterey
- Steven Coffman, Vice-President, LSSI
- Steve Denning, Author, The Leader's Guide to Radical Management, The Leader's Guide to Storytelling, & others
- Jane Dysart, Partner, Dysart and Jones
- Martin Gomez, Vice Dean, USC Libraries, University of Southern California
- Scott Hargrove, CEO, Fraser Valley Regional Library
- Ken Haycock, Research Professor, Marshall School of Business, USC
- Susan Hildreth, Director, IMLS
- Corinne Hill, Executive Director, Chattanooga Public Library
- Greg Lucas, State Librarian of California
- Mary-Ann Mavrinnac, Vice-Provost, University of Rochester
- Joe Matthews, President, JRM Consulting, and Author: Reflecting on the Future of Academic and Public Libraries 2013
- Leif Pederson, Sr. Senior Vice President of Product Management, R&D, and Marketing, Innovative Interfaces
- Catherine Quinlan, Dean USC Libraries, University of Southern California
- Lee Rainie, Director of the Pew Research Center's Internet & American Life Project
- Jan Sanders, Director, Pasadena Public Library
- Margaret Todd, County Librarian, County of Los Angeles
- Andrew Wells, University Librarian, University of New South Wales

Fiscal Impact: \$459

Attachment A is a copy of the program schedule.

RECOMMENDATION

Authorize Library Director to attend The Future of Libraries: Do We Have Five Years to Live? Conference, February 5-6, 2015 in Los Angeles, California.

[HOME \(/\)](#)
 [PROGRAM \(/PROGRAM.HTML\)](#)
 [REGISTRATION \(/REGISTRATION.HTML\)](#)
 [SPONSORS \(/SPONSORS.HTML\)](#)
[SPEAKERS \(/SPEAKERS.HTML\)](#)
 [ABOUT \(/ABOUT.HTML\)](#)
 [PRICING \(/PRICING.HTML\)](#)
 [HOTEL \(/HOTEL.HTML\)](#)
 [MORE...](#)

The Future of Libraries: Do We Have Five Years to Live? (/)

Share (<mailto:ukpa@worldnet.att.net>)

Register now ([/registration.html](#))

The Future of Libraries: Do We Have Five Years to Live?

Exploring the significant challenges facing library leaders.

Thursday, Feb.5, 2016

08:30 *Hosted Refreshments*

09:00 **Welcome from the Co-Chairs:** Jane Dysart ([/jane-dysart-dysart-jones.html](#)) and Ken Haycock ([/ken-haycock-university-of-southern-california.html](#))

09:10 **Framing the Challenge**

Setting the tone for this two day event, Ken Haycock ([/ken-haycock-university-of-southern-california.html](#)) shares current research, issues, examples and introduce the challenges for all types of libraries.

09:40 **The Top Three Challenges**

Table discussion.

10:00 **Reality and the Near future**

Jane Dysart ([/jane-dysart-dysart-jones.html](#)) Interviews Lee Rainie ([/lee-rainie-pew-research-center.html](#)), Pew Internet & American Life Project.

10:20 **Drivers for Change and Transformation**

Scott Hargrove ([/scott-hargrove-fraser-valley-regional-library.html](#)), Fraser Valley Regional Library
Are we ready for a perfect storm of private sector competition from all sides *plus* service reviews (and budget reductions) *plus* scope creep from other municipal services *plus* technological pressures?, Hargrove looks at a pivotal moment in a time for transformation and shares a number of thought-provoking models.

10:50 *Networking Break*

11:10 **Focused Transformation**

Andrew Wells ([/andrew-wells-university-of-new-south-wales.html](#)), University of New South Wales (By Skype)
Australia

11:30 **Options and Opportunities**

Joe Matthews ([/joe-matthews-jrm-consulting.html](#)), Author and Consultant

12:00 *Hosted Lunch and Networking*

12:45 **Reinventing What?**

Steven Coffman ([/steve-coffman-issi.html](#)), vice-president of LSSI notes the conflicting demands of core brand and critical options, increasing use and decreasing funds, comfort of the status quo and the necessary risk of innovation. Here is a focus on publics and reducing costs. Q&A.

01:45 **Setting the Stage**

Corinne Hill ([/corinne-hill-chattanooga-public-library.html](#)), Executive Director of the Chattanooga Public Library
The Chattanooga Public Library transformed the fourth floor to connect with entrepreneurs, start-ups, and the community. A gigabyte city needs a gigabyte library. Q&A.

03:00 *Networking Break*

03:30 **The Organizational Context**

Panel: Pressure Points for Change: What the Board Chairs, City Managers and Provosts are Saying
Kim Bul-Burton ([/kim-bul-burton-monterey-public-library.html](#)), Community Manager, City of Monterey
Catherine Quinlan ([/catherine-quinlan-dean-usc-libraries.html](#)), Dean, USC Libraries, University of Southern California
Greg Lucas ([/greg-lucas-state-librarian-for-california.html](#)), State Librarian for California
Susan Hildreth ([/susan-hildreth-mls.html](#)), Director, IMLS
Discussion. Q&A

04:30 **End of First Day Formal Program**

04:30 Networking Reception

Bring your business cards!

Sponsored by Innovative Interfaces, Inc. (<http://www.iil.com/>)

06:00 Continue the Conversation

Relax and discuss the day with colleagues at a nearby restaurant! No host dinner groupings.

Friday, Feb. 6, 2015

08:30 Hosted Refreshments

09:00 Consider the Strategies: Table Groups by Strategy

Meet with a library leader in small groups to discuss a specific strategy. Opportunities to participate in three discussions.

1. The Municipal Landscape & Learning from Municipal Peers
2. Higher Education Landscape & Innovation
3. The Staff Challenge
4. Innovating Operations Research: Steve Coffman ([/steve-coffman-issl.html](#)), LSSI
5. Building Innovation
6. Trends Across the Continent
7. MakerSpaces: Risks and Opportunities
8. Fee for Service
9. Using Metrics — You Have No Choice
10. Competitors You Never Even Thought About: Scott Hargrove ([/scott-hargrove-fraser-valley-regional-library.html](#))
11. Engagement Susan Hildreth ([/susan-hildreth-lmls.html](#))

10:30 Networking Break

11:00 Taking Action

Jane Dysart ([/jane-dysart-dysart-jones.html](#)) interviews Mary-Ann Mavinac ([/mary-ann-mavinac-university-of-rochester.html](#)), Vice-Provost, River Campus Libraries, University of Rochester about strategies and practices over the past year to move an academic library into a more sustainable future.

11:30 Continuous Innovation & Transformation

Steve Denning ([/steve-denning-author-the-leaders-quos-guide-to-radical-management-the-leaders-quos-guide-to-storytelling--others.html](#)), *Author, The Leader's Guide to Radical Management, The Leader's Guide to Storytelling, & others*

As we shift to a creative economy there are lots of opportunities for libraries. Get insights and ideas from our speaker. Here's his latest writing, <http://blogs.hbr.org/2014/09/capitalisms-future-is-already-here/> (<http://blogs.hbr.org/2014/09/capitalisms-future-is-already-here/>)

12:00 Hosted Lunch

12:45 Putting It All Together

What I Know. What I Thought I Knew. What I Need to Know.

Facilitated Discussion (Jane Dysart ([/jane-dysart-dysart-jones.html](#))).

01:30 Moving Forward

Panel: From What I've Heard, This Is What I Would Add, This Is My View

Martin Gomez ([/martin-gomez-usc-libraries.html](#)), Vice Dean, USC Libraries, University of Southern California

Jan Sanders ([/jan-sanders-director-of-libraries-and-information-services-city-of-pasadena.html](#)), Director, Pasadena Public Library

Margaret Todd ([/margaret-donnellan-todd-county-librarian-county-of-los-angeles.html](#)), County Librarian for Los Angeles

Q&A

02:45 Break

03:15 Findings and Conclusions (Jane Dysart ([/jane-dysart-dysart-jones.html](#))) / Ken Haycock ([/ken-haycock-university-of-southern-california.html](#))

Register now ([/registration.html](#))

The Future of Libraries: Do We Have 5 Years to Live?

Pricing ([/pricing.html](#))

Thursday and Friday, February 5-6, 2015, USC in Los Angeles

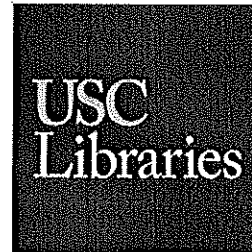
Register now

([/registration.html](#))

www.TheFutureofLibraries.org (<http://www.thefutureoflibraries.org>)

Strategic Partners

A two-day institute for CEOs, University/College Librarians, government and special library directors, and their senior staff, to get beyond the nostalgia, platitudes and clichés and explore the significant challenges facing library leaders. A unique program planned by and for public library CEOs/Directors and University Librarians and their senior staff.



In a world filled with turbulent change, are libraries keeping pace? Are they innovating and engaging their communities with all the opportunities available? Are they choosing the right focus and priorities? Join us for spirited discussions and interactive problem-solving!



From the USC Center for Library Leadership and Management



Confirmed speakers include:



- *Kim Bul Burton* ([/kim-bul-burton-monterey-public-library.html](#)), Community Manager, City of Monterey
- *Steven Coftman* ([/steve-coftman-issi.html](#)), Vice-President, LSSI
- *Steve Denning* ([/steve-denning-author-the-leadersquos-guide-to-radical-management-the-leadersquos-guide-to-storytelling-others.html](#)), Author, *The Leader's Guide to Radical Management, The Leader's Guide to Storytelling, & others*
- *Jane Dysart* ([/jane-dysart-dysart-jones.html](#)), Partner, *Dysart and Jones*
- *Martin Gomez* ([/martin-gomez-usc-libraries.html](#)), Vice Dean, USC Libraries, University of Southern California
- *Scott Hargrove* ([/scott-hargrove-fraser-valley-regional-library.html](#)), CEO, *Fraser Valley Regional Library*
- *Ken Haycock* ([/ken-haycock-university-of-southern-california.html](#)), Research Professor, *Marshall School of Business, USC*
- *Susan Hildreth* ([/susan-hildreth-ims.html](#)), Director, *IMLS*
- *Corinne Hill* ([/corinne-hill-chattanooga-public-library.html](#)), Executive Director, *Chattanooga Public Library*
- *Greg Lucas* ([/greg-lucas-state-librarian-for-california.html](#)), State Librarian of California
- *Mary-Ann Mavrinac* ([/mary-ann-mavrinac-university-of-rochester.html](#)), Vice-Provost, *University of Rochester*
- *Joe Matthews* ([/joe-matthews-jrm-consulting.html](#)), President, *JRM Consulting*, and Author: *Reflecting on the Future of Academic and Public Libraries 2013*
- *Catherine Quinlan* ([/catherine-quinlan-dean-usc-libraries.html](#)), Dean USC Libraries, University of Southern California
- *Lee Rainie* ([/lee-rainie-pew-research-center.html](#)), Director of the *Pew Research Center's Internet & American Life Project*
- *Jan Sanders* ([/jan-sanders-director-of-libraries-and-information-services-city-of-pasadena.html](#)), Director, *Pasadena Public Library*
- *Margaret Todd* ([/margaret-donnellan-todd-county-librarian-county-of-los-angeles.html](#)), County Librarian, *County of Los Angeles*
- *Andrew Wells* ([/andrew-wells-university-of-new-south-wales.html](#)), University Librarian, *University of New South Wales*

Location

University of Southern California
Doheny Memorial Library
Conference Room 240

For more info & to register go to: www.thefutureoflibraries.org (<http://www.thefutureoflibraries.org>)

Parking Information: <https://visit.usc.edu/maps-directions/university-park-campus/public-parking/>
(<https://visit.usc.edu/maps-directions/university-park-campus/public-parking/>)

Transportation: <https://visit.usc.edu/maps-directions/> (<https://visit.usc.edu/maps-directions/>)

Attendees had this to say about our first two:

"This symposium had some of the best overall content of any conference I've attended, including big ones like OLA, PLA, ALA, etc."

"Enjoyed the mix of in person, multimedia, Skype." "Great mix." "The variety added to the ability to maintain attention – you got it right."

"Choice of speakers was outstanding." "They all excelled."

"All speakers were on subject and brought experience and expertise. Good spotlight on the tools so we can make decisions about our own spaces."

"All the speakers were inspiring and informative. This symposium made me think about creative making in a deeper way and gave me ideas about how libraries can be leaders in providing access to creative making spaces, instruction, events,

etc. I loved Chattanooga PL's 4th floor culture, the energy they put into their events. Fayetteville PL's call for libraries to 'just be relevant' is also amazing – I believe that organizational culture eats planning for breakfast and it is inspirational to see how these libraries operate."

"I really liked getting insight from organizations outside of libraries as well as libraries of different types -- hearing about the successful things they are doing."

Sponsorship

For sponsorship opportunities please contact: Jane Dysart, jane@dysartjones.com (<mailto:jane@dysartjones.com>)

Register now! [{/registration.html}](#)

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees

FROM: Jeanette Contreras, Library Director

SUBJECT: **Travel Authorization: American Library Association (ALA) Annual Conference, June 25-30, 2015, San Francisco, California**

DATE: January 26, 2015

BACKGROUND

The ALA Conference will be held June 25-30, 2015 in San Francisco, California. Estimated cost includes:

- Full registration \$ 255 (Early bird registration by March 16, 2015)
- Accommodation \$1,250 (5 nights)
- Airfare \$ 200-\$350
- Per diem \$ 400

Attachment A is information regarding the ALA Conference.

Fiscal Impact: Estimated \$2,300

RECOMMENDATIONS

1. Determine which Library Board of Trustees would like to attend the ALA Annual Conference, June 25-30, 2015; and
2. Determine if Library Director and/or Library Staff needs to attend.
3. Roll Call Vote.

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Highlights

Exhibitors

First-Timers

Job Seekers/Employers

Presenters

Press

Revisit Annual 2014

ALA Annual Conference programs, updates, conversations, and other events cover key issues such as innovation and transformation, ebook lending and usability, digital content, community engagement, leadership, the impact and potential of new technologies, books and awards, development, teaching and learning, and best practices on a range of library -related concerns. There's also a wide range of networking opportunities and fun events. Don't miss out! Some selected preliminary highlights follow, and the full program will be added to the Conference Scheduler as programs and events are confirmed.

SELECTED HIGHLIGHTS

- Preconferences
- In The Exhibits
- Award-winning products in the ALA Store
- Speakers and Related Events
 - Opening General Session
 - Auditorium Speaker Series
 - ALA President's Program and ALA Awards Presentations
 - ALA Division Presidents' Programs
 - Closing General Session and Inaugural Brunch Event
- Other Opportunities to Engage
 - The Conversations Continue
 - Awards and Award Celebrations
 - Book Buzz Theater
 - Now Showing @ ALA Film Program
 - Governance
 - Networking Uncommons
 - Unconference, Library Camp
 - Think Fit @ ALA
- ALA JobList Placement Center
- ERT/Christopher J. Hoy Scholarship and Artist Alley Silent Auction
- Get excited about San Francisco!

PRECONFERENCES

Check out the wide range of Preconferences offered by ALA divisions, offices, and round tables for in-depth professional development on key current topics.

IN THE EXHIBITS

With more than 800 exhibiting organizations, multiple specialty pavilions, stages featuring the hottest authors, and numerous related fun events, the exhibit floor is an integral part of your learning, professional development, and networking. The Exhibit Hall offers you the chance to explore and discuss with expert vendors the breadth and depth of new and favorite library products, services, books, online services, tools and technologies.

Visit the Exhibit Hall for details as they're added, and mark your calendar for the Ribbon Cutting & Exhibits Opening Reception on Friday evening after the Opening General Session and Exhibits Closing & Wrap Up/Rev Up Celebration on Monday afternoon.

Award-Winning Products at the ALA Store

Find the ALA Store in the registration area in the convention center, an ideal location for easy access and convenient browsing. The ALA Store offers products that meet the widest range of your promotional and continuing education/professional development needs. With plenty of new and bestselling items available, make sure to carve out some time in your schedule to stop by!

SPEAKERS AND RELATED EVENTS**Opening General Session with Special Keynote Speaker**

Friday, 4:00-5:15pm

A high-profile thought leader opens the conference on a high note every year as part of the conference's Opening General Session, where the ALA President and others welcome you to ALA Annual Conference and set the stage for the coming days.

Auditorium Speaker Series

A rare opportunity to hear leading authors, thought-leaders, and experts from adult and youth fiction, technology, popular culture, and other areas in these stimulating general sessions on Saturday, Sunday, and Monday at various times.

Saturday, June 27



8:30-9:30am

Roberta Kaplan



10:30-11:30am

Haifaa al-Mansour



12:00-1:00pm

Sarah Vowell



3:30-4:30pm

Nick Offerman

Monday, June 29

10:30-11:30am

Edwidge Danticat

ALA President's Program and ALA Awards Presentations**Sunday, 3:30-5:30pm**

Join the current ALA President for the ALA Awards followed by the president's selected guest speaker, always a conference highlight.

ALA Division Presidents' Programs

An additional opportunity to be inspired by thought leaders in programs hosted by ALA divisions and their presidents, open to all conference attendees.

Confirmed speakers include:

ALCTS President's Program: Maryanne Wolf

RUSA President's Program: danah boyd

United for Libraries President's Program: Joshua Davis

Closing General Session and Inaugural Brunch Event

The Closing General Session is a not-to-miss event, where current ALA President Courtney Young will pass the gavel to the 2015-16 ALA President Sari Feldman and introduce new Division Presidents, and an exciting, high-profile speaker will close out the conference. The Closing General Session will be immediately followed by the elegant Inaugural Brunch.

Closing General Session Guest Speaker**Tuesday, 9:30-11:00am****Inaugural Brunch**

Join ALA President Courtney Young in honoring incoming President Sari Feldman and Division Presidents-Elect at this Inaugural Brunch. This elegant event will immediately follow the Closing General Session and includes food, entertainment, and more. Tickets can be purchased when you register for the conference or added at a later date.

OTHER OPPORTUNITIES TO ENGAGE**The Conversations Continue ...**

Continue in-depth, facilitated, and informal conversations, with an ongoing focus on advancing library-led community engagement, library advocacy, and other topics. Help to create a sustainable, scalable national plan as you participate in and move the conversation forward, examine the issues, process the implications, and consider practical steps, strategies, and tools that libraries can use to take action and engage with their communities and beyond.

Awards and Award Celebrations

Join the celebrations throughout the conference. For the following ticketed events, you can sign up when you register for the conference, or add the event(s) later.

Enjoy YALSA and *Booklist's* Michael L. Printz Program and Reception on Friday evening—including presentations of awards and speeches by the Michael L. Printz winner and/or honorees.

Enjoy hearing the recipient of the Margaret A. Edwards Award as you honor that author's significant and lasting contribution to writing for teens at the Margaret A. Edwards Brunch on Saturday, sponsored by YALSA and *School Library Journal*.

Be among the first to hear who wins the Andrew Carnegie Medals for Excellence in Fiction and Nonfiction at a special celebratory event on Saturday evening, 8:00pm-10:00pm. Hear from authors and ALA leaders. These medals recognize the best fiction and nonfiction books for adult readers published in the U.S. the previous year and are the first single-book awards for adult books given by ALA. The event, established in 2012, has fast become a favorite.

The Coretta Scott King Book Awards winners are celebrated at the annual Sunday breakfast honoring the year's best African American authors and illustrators of books for children and youth. The Coretta Scott King-Virginia Hamilton Award for Lifetime Achievement recipient will also be honored. Individual tickets or table reservations may be purchased in advance.

ALSC honors the winners of the Newbery, Caldecott, and Wilder medals for outstanding writing and illustration in children's literature during its gala awards banquet on Sunday evening, attended by more than 1,000 librarians, reviewers, publishers and fans of children's literature. You can sign up for individual, open-seating tickets when you register for the conference or add them later, however, reserved table reservations (seats 10) are made through the ALSC office—please visit www.ala.org/alscevents for details.

The Stonewall Book Awards are celebrated at a Monday brunch. The Stonewall Book Awards are the oldest awards honoring the best in gay, lesbian, bisexual, and transgender writing. Join the GLBT Round Table as it recognizes the winners and honorees in fiction, non-fiction, and children's and young adult categories.

Book Buzz Theater

Your favorite publishers entertain while informing you about their hottest new titles, including fiction and non-fiction for young readers and adults.

Check back for the full stage schedule

Now Showing @ ALA Film Program

Back by popular demand, the "Now Showing @ ALA Film Program" will offer a variety of films and documentaries throughout the day from Saturday through Monday. Many will offer a chance to meet the film's writer, director, or subjects. Check back closer to the conference for a full schedule.

Governance

ALA Council Meetings

Sunday, 8:30-11:00am

Monday, 8:30-11:30am

Tuesday, 7:45-9:15am

All Annual Conference attendees are welcome to visit and observe Council at work at any of these meetings. The Council is the governing body of ALA, and delegates to the divisions of the association authority to plan and carry out programs and activities with policy established by Council. Council's decisions are binding unless set aside by a majority vote in which one-fourth of the members of the association have voted.

Council/Executive Board/Membership Information Session

Saturday, 3:00-4:30pm

For an overview of what's been going on at ALA since Midwinter Meeting as well as a status report of the association, you will receive reports from the President, President-Elect, Executive Director, Treasurer, and Endowment Trustees at this meeting.

Membership Meeting

Saturday, 4:30-5:30pm

Membership meetings provide an opportunity for ALA members to have a say in what happens within the

association. ALA members can bring to the floor issues that are important to libraries and librarianship and discuss how they might be addressed within ALA. Resolutions may be introduced which, if passed by the membership, will be forwarded to the ALA Council. Resolutions passed by Council will be acted upon by the Association.

Executive Board Meetings

Friday, 8:30-noon

Monday, 1:00-4:30pm

Tuesday, 1:30-4:30pm

Executive Board Meetings, other than closed sessions, are open to all Annual Conference attendees. The best way to get a flavor for how decisions are made within the association is to observe one of these Board meetings.

Networking Uncommons

Make the connections you want at the Networking Uncommons space in the Convention Center. It's a dedicated area where you can gather in small groups to have a quick meeting, polish your presentation, follow up on a discussion, or just recharge your batteries. The area features tables, chairs, free convention center wifi, and a projector and screen, as well as some gadgets in case you want to push content out in real-time. Once the Conference Scheduler opens, sign up for a time slot if you want to plan ahead-otherwise just show up. During open times, the area is up for grabs, although it's big enough that multiple groups can use it at once, even when someone has scheduled something. You can also check the topics each day to see what interests you.

Unconference, Library Camp

Join the Unconference on Friday and Library Camp on Monday afternoon to ask questions, explore options, make recommendations, examine ideas, and reflect on the implications of updates, conversations, and what you've learned at the conference.

The Unconference takes place on Friday, 9:00am-12:00pm and is a growing event. This participant-guided experience brings the unstructured conversations people often have between conference sessions into the conference itself. Unconferences are organized by the crowd, and are about sharing the knowledge and passion we have for our profession and taking what we learn into the world to make a difference.

Round out your experience at the end-of-conference Library Camp on Monday. Attendees will get together to talk about anything library- or conference- related with a focus on reflecting on what inspired you at the conference. Come prepared to share your experiences and/or lead an informal discussion on a topic of your choice. Everyone is welcome!

Think Fit @ ALA

Think Fit @ALA is our health and well-being initiative covering both personal health and environmental awareness, and includes a range of details and events.

There's so much thought-provoking professional development, so many stimulating events, so much good networking-It's sometimes hard to find time to exercise or relax at ALA Annual Conference. You can fix that by joining in ALA's Think Fit event-sign up when you register, or add this event later.

ALA JOBLIST PLACEMENT CENTER

Provided by the ALA Office for Human Resource Development and Recruitment (HRDR), the ALA JobLIST Placement Center will be open Saturday and Sunday, 9:00am-5:00pm, with an orientation on Saturday at 8:30am and an Open House/Job Fair on Sunday, 10:30am-12:00pm. Jobseekers may attend career guidance workshops, talk to a career counselor, have your resume reviewed, and talk to employers in the Placement Center. These services are free to job seekers and ALA membership is not required. Photography service will also be provided for a nominal fee. Get more information, including--for employers--how to reserve a booth and how to use the interviewing facilities at <http://joblist.ala.org/placementcenter.cfm>

ERT/CHRISTOPHER J. HOY SCHOLARSHIP AND ARTIST ALLEY SILENT AUCTION

The 17th Annual ERT/Christopher J. Hoy and Artist Alley Scholarship Silent Auction will feature numerous quilts donated by the ALA BiblioQuilters and friends of ERT. The Silent Auction will also feature original art donated by participants of Artist Alley in the exhibits. Check back closer to the conference for details on items

GET EXCITED ABOUT SAN FRANCISCO

When you have free time, there's plenty to enjoy in beautiful San Francisco. World-famous attractions include the Golden Gate park with views over the famous bridge, Fisherman's Wharf, the Aquarium, Alcatraz Island and other boat cruises, Chinatown, Angel Island, the city's architecture, the Exploratorium, rides up and down the steep hills in old-style cable cars, and the original Haight-Ashbury neighborhood. If you're looking for culture, you'll enjoy the many kinds of museums, music, and theater. The dining scene offers a wide range of local and international restaurants and cuisines at all price levels. If you enjoy shopping, San Francisco offers all kinds of options. And if you want to venture beyond the city, trips to the Napa and Sonoma wine country are easy to organize.

Visit [San Francisco Travel](#) for information about the city and to help plan your free time.

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Preliminary Program

- Exhibitors**
- First-Timers**
- Job Seekers/Employers**
- Presenters**
- Press**
- Revisit Annual 2014**

- 4 Author Events
- 9 Presidents programs
- 226 Programs

Browse sessions by:

The programs and sessions that you'll find here are preliminary listings. More programs, sessions, and details will be added throughout the spring, descriptions will be updated, and by the time everything is finalized, you'll have more than 2,000 programs, sessions, events, and other opportunities to choose among. The full program and Scheduler will be available in mid-May.

Browse sessions by:

49 sessions

Session	Sponsors
AIDS in the End Zone: Working with Incarcerated Youth to Create a Graphic Novel on HIV/AIDS Prevention	ASCLA (Association of Specialized and Cooperative Library Agencies) AASL (The American Association of School Librarians)
Beacon Me Up, Scotty! Pushing Information by Proximity	PLA (Public Library Association)
Booklist Collection Management Program	ALA American Library Association (ALA)
Bookmobile Saturday Panel II	ALA American Library Association (ALA)
Bookmobiles 101	ALA American Library Association (ALA)
College Craze: Helping Teens Decode the Process of Going to College	YALSA (Young Adult Library Services Association)
Connecting with STEM Professionals for Powerful Public Programs	ALA American Library Association (ALA)
Diversity Dynamism: Mixing Resources and Making Connections	YALSA (Young Adult Library Services Association)
Diversity Success Stories	ALA American Library Association (ALA)
Don't Freak Out: Fracking the Customer Data Goldmine	PLA (Public Library Association)
Double Dutch: Explorations in Hybrid Primary Source Instruction	ALA American Library Association (ALA)
Early Learning in the Library: Tools, Partnerships, and Promising Practices	PLA (Public Library Association)
Early Literacy Outreach for Teen Parents: Engage & Inspire with ECRR 2.0	PLA (Public Library Association)
EBooks Made Easy with Library Simplified	PLA (Public Library Association)

Empower Your Teens! Civic Engagement Strategies That Work

YALSA (Young Adult Library Services Association)

Explore, Play and Imagine Interactive Tech Time in Kids' Library Programming

PLA (Public Library Association)

Fund Teens: Fund Your Library!

YALSA (Young Adult Library Services Association)

Geek Out!: The Importance of Pop Culture in Libraries

YALSA (Young Adult Library Services Association)

Geek Squad Academy

YALSA (Young Adult Library Services Association)

Getting a Bigger Piece of the Pie: Effective Communication with Funders & Policy Makers

UNITED (United for Libraries)
UNITED

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49 sessions

Session	Sponsors
Let's Put UNITED into United for Libraries!	UNITED (United for Libraries) UNITED
Marle Lu Chats With 8 Young Adult Debuts from Diversity League	YALSA (Young Adult Library Services Association)
NEH's Bridging Cultures: Latino Americans, Session 1 - Humanities Themes and Scholarship	ALA American Library Association (ALA)
NEH's Bridging Cultures: Latino Americans, Session 2 - Grassroots Outreach and Local History Programming	ALA American Library Association (ALA)
Next Chapter Book Club: A Community-based Model for Engaging People with Disabilities	ASCLA (Association of Specialized and Cooperative Library Agencies)
No Sugarcoating Allowed: Four Honest Perspectives on Change Management	PLA (Public Library Association)
Odyssey Award Presentation and Program	YALSA (Young Adult Library Services Association) ALSC (Association for Library Service to Children)
OLOS Outreach Program I	ALA American Library Association (ALA)
PLA Leadership Development Program	PLA (Public Library Association)
Raspberry Pi and Beyond: Teching up your teen program	YALSA (Young Adult Library Services Association)
Recreation for Life: Accessible Gaming for All Ages	ASCLA (Association of Specialized and Cooperative Library Agencies)
Rethinking Patron Engagement: Making Data-Driven Decisions	PLA (Public Library Association)
Rip us Off: Six Marketing Ideas You Can Steal and Use at Your Library	PLA (Public Library Association)
Risky Business: Creating a Nimble Culture	PLA (Public Library Association)

RNTLOAK Program Slot Placeholder

Seeing Through Walls: Library-Based Video Conferencing to Connect Kids with Parents in Jail

PLA (Public Library Association)

So You Didn't Get The Awesome Teen DigiTechnoSuperLab: Now What?

YALSA (Young Adult Library Services Association)

Soon to Be Famous Author Project - How to Make It Happen

PLA (Public Library Association)

State Government Information and the Copyright Conundrum

GODORT (Government Documents Round Table)

The 2015 Alex Awards

YALSA (Young Adult Library Services Association)

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Session	Sponsors
The American Dream Starts @ your library: Stories from the Field	ALA American Library Association (ALA)
The Core: A Year (Or More!) In, How Does This Affect Librarians?	RUSA (Reference and User Services Association) RUSA RSS (Reference Services Section) AASL (The American Association of School Librarians) YALSA (Young Adult Library Services Association)
The Fusion of Play—and All Five Early Literacy Practices—Into Library Environments	PLA (Public Library Association)
They're Our Customers, Too: Engaging the Homeless at Your Library	PLA (Public Library Association)
Ultimate Community Engagement - Paid Youth Volunteers @ your library?	PLA (Public Library Association)
What I Stopped Doing: Improving Services by Giving Things Up	YALSA (Young Adult Library Services Association)
YALSA Membership Meeting and President's Program: Taking a Deep Dive Into Digital Literacy: Shark Tank for Librarians	YALSA (Young Adult Library Services Association)
You Can Do It Too: Planning for the Future	PLA (Public Library Association)
Your Community Memories: Preserving Local Legacies	PLA (Public Library Association)

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