



AGENDA






PLACENTIA LIBRARY DISTRICT
BOARD OF TRUSTEES

UNUSUAL DATE
Tuesday, January 15, 2008
6:30 P.M.
Placentia History Room

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

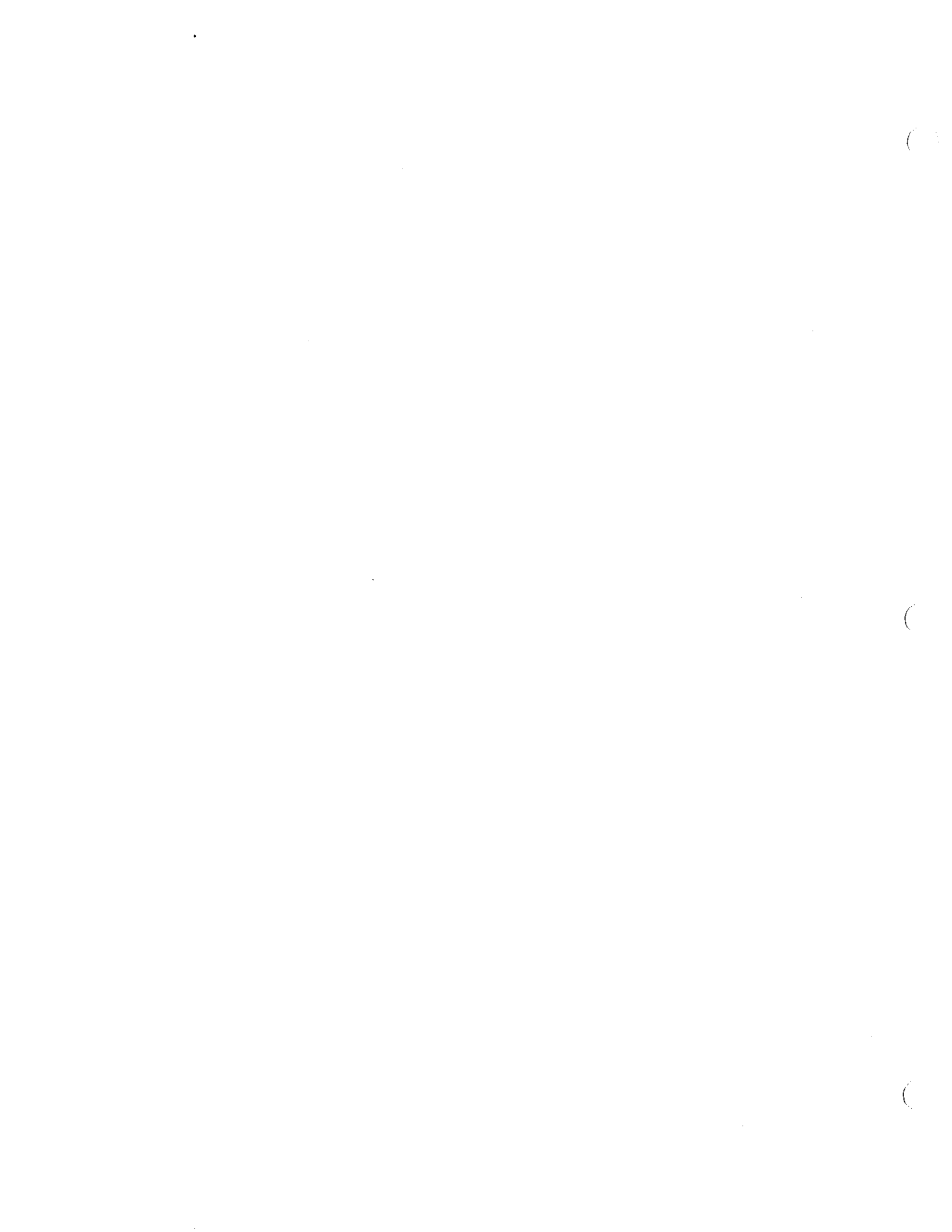
The Purpose of the Placentia Library District is to provide services and materials to our ever changing and diverse community.

To accomplish this goal the Library will:

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

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

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



CALL TO ORDER

- 1. Call to Order Library Board President
- 2. Roll Call Administrative Services Manager
- 3. Adoption of Agenda

7:00pm

Camille Hines
Hoffman Gomez
Hernandez

M1-6W
M2-BE

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

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

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

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

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

TRUSTEE & ORGANIZATIONAL REPORTS

5. Board President Report

Western Dinner 1/10/08
Len: Feb 16

Read letter Superior Court

Notice from Alfred Aguirre former board member

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

OT, 1/14
BE, 12/20/07
Civics Program
PLFF

R.D.: Miss Pa Mock
G.W.: Suggested

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. Placentia Library Friends Foundation Board of Directors Report. The minutes of the January 14, 2008 meeting are not yet available. (Trustee Turner) Hines reported that a research group from PLFF

8. Upcoming Trustee meetings and events.

Western Dinner loss of \$2500

CONSENT CALENDAR (Items 9 – 39)

M/BE
M/JT

Presentation: Library Director
Recommendation: Approve by Motion

Items 9 – 39 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 17, 2007 Library Board of Trustees Regular Meeting. (Receive & File and Approve)

CLAIMS (Items 10 – 13)

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

No Nonstandard Claims were processed during this report period.

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

Claim 5067 by Minter/Wood; 5068 by Minter/DeVecchio; and 5069 and 5070 by Minter/Shkoler for a total Claims Forwarded by the Library Director and Library Trustees for Fiscal Year 2007-2008 of \$20,916.93 for Fund 707.

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

Current Claim for Fiscal Year 2007-2008: 5071, 5072, 5073, 5074, 5075, 5076 and 5077 for a total Current Claims of \$110,750.25; and Payrolls #17 (02/13/08) for \$47,472.00 and #18 (02/27/08) for \$47,472.00 for a total for Payrolls of \$94,944.00, for a combined total of Current Claims and Payrolls for Fiscal Year 2007-2008 of \$205,694.25 from Fund 707.

13. FY2007-2008 Cash Flow Analysis through January 15, 2008; the Schedule of Anticipated Property Tax Revenues for FY2007-2008 as provided by the Orange County Auditor; and recommendation that no funds be transferred at this time. (Receive & File).

FINANCIAL REPORTS (Items 14 – 19)

one budget

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

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

GENERAL CONSENT REPORTS (Items 20 – 29)

20. Building Maintenance Report for December 2007. (Receive & File)
21. Personnel Report for December 2007. (Receive, File, and Ratify Appointments)
22. Volunteer Reports for December 2007. (Receive & File)
23. Circulation Report for December 2007. (Receive & File)
24. Legislative Reports from the California Special Districts Association. (Receive & File)
25. Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority. (Receive & File)
26. Status Report on Partnerships with Community Organizations. (Receive & File)
27. Status Report on Active Grant Applications. (Receive & File)
28. Poet Laureate Report. (Receive & File)
29. Placentia Library District Policy 6020 – Internet Access Policy as adopted by the Library Board of Trustees on December 17, 2007. (Receive & File)

STAFF REPORTS (Items 30 – 39)

30. Library Director's Report. (Minter)
31. Program Committee Report for December 2007. (Roberts)
32. Children's Services Report for December 2007. (Gurkweitz)
33. Placentia Library Literacy Services Report for December 2007. (Roberts)
34. Reference and Adult Services Report for December 2007. (Strazdas)
35. History Room Report for December 2007. (Bell)
36. Placentia Library Web Site Report for December 2007. (Napier)
37. Technology Report for December 2007. (Napier)
38. Publicity Materials Produced in December 2007. (Gomez)
39. Safety Committee Minutes for December 2007. (Goodson)

CONTINUING BUSINESS

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

Presentation: Library Director

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

*MCA 1/7/08
Referendums
- reception @ Director's Lib*

41. Word of Mouth Marketing Topic for February 2008 -- PLFF Author's Luncheon.

Presentation: Library Director

42. Final Adoption of Placentia Library District Policies 2020 -- Vacations; 2040 -- Sick Leave; 2110 -- Health and Welfare Benefits; 2115 -- Volunteer Workers' Compensation Insurance; 2120 -- Educational Assistance; 2125 Notary Public Training Services; 2130 -- Pay Periods and Distribution of Pay Checks; 2160 -- Authorized Leave; 2170 -- Performance Evaluation; and 2220 -- Equal Employment Opportunity, that were reviewed at the Library Board Work Session on November 15, 2007 and adopted as a first reading on December 17, 2007.

Presentation: Library Director

Recommendations: Adopt amended Placentia Library District Policies in Series 2000 -- Personnel as follows:

*M1 - G.W.
M2 - J.T.*

2020 -- Vacations

2040 -- Sick Leave

2110 -- Health and Welfare Benefits

2115 -- Volunteer Workers' Compensation Insurance

2120 -- Educational Assistance

2125 -- Notary Public Training Services

2130 -- Pay Periods and Distribution of Pay Checks

2160 -- Authorized Leave

2170 -- Performance Evaluation

2220 -- Equal Employment Opportunity

43. Final adoption of Placentia Library District Policy 2325 -- Library Aide. Expansion of the Library Aide job description to enable the assignment of monitoring public service areas for compliance with Placentia Library District Policies regarding patron behavior.

Presentation: Library Director

Recommendation: Adopt Placentia Library District Policy 2325 -- Library Aide.

*M1 - A.D.
M2 - G.W.*

*Eliminate
debit card
policy*

NEW BUSINESS

44. Presentation of Fiscal Year 2006-2007 Financial Audit by Lynne Netty CPA, Moreland & Associates, CPA.

Presentation: Lynne Netty, CPA
Recommendation: Receive & File the Fiscal Year 2006-2007 Financial Audit for the Placentia Library District of Orange County.

ML GW
MRD

CLOSED SESSION

45. Closed Session to Discuss a Personnel Matter

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

9:10

Presentation: Library Board President will report on the Closed Session
Recommendation: Action to be determined by the Library Board of Trustees

ADJOURNMENT

46. Agenda Preparation for the February Regular Meeting which will be held on Tuesday, February 19, 2008.

47. Set date for Library Board Work Session for review of Placentia Library District Policy Manual, Sections 2300, Job Descriptions, and 6000, Operations.

48. Review of Action Items. *Add Board appointment for Audit-07/08*

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

49. Adjourn

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

I, Wendy Goodson, Manager of Administrative Services of Placentia Library District, hereby certify that the Agenda for the January 15, 2008 Regular Meeting of the Library Board of Trustees of the Placentia Library District was posted on Friday, January 11, 2008.



Placentia Library Board Calendar

January - December, 2008

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- 10 5:30 PM Chamber Mixer
- 7:30 AM North Orange County Legislative Alliance, Brea City Hall Meeting Room
- 5:30 PM PLFF Midwinter Western Dinner, Placentia Round Table
- 11 ALA Midwinter Meeting, Philadelphia, through Jan 16
- 12 1:00 PM Cowboy Poetry Workshop, Library Meeting Room
- 13 1:00 PM -4:30 PM PLFF 2nd Sunday Book Sale
- 14 7:00 PM Placentia Library Friends Foundation Board of Directors Meeting
- 15 6:30 PM Library Board Meeting
- 10:30 AM Weighing Your Options, Library and Hospital nutrition series
- 17 6:00 PM Chamber Citizen of the Year Dinner
- 21 Library Closed for Martin Luther King Holiday/Staff Holiday.
- 22 10:30 AM Weighing Your Options, Library and Hospital nutrition series
- 24 9:00 AM Orange County Council of Governments, OC Sanitation District, Trustee Wood
- 7:15 AM Placentia Chamber of Commerce Breakfast
- 31 11:30 AM ISDOC Quarterly Meeting, Mesa Consolidated Water District, Secretary DeVecchio and Trustee Turner

February

- 2 Miss Placentia Scholarship Pageant
- 10 1:00 PM -4:30 PM PLFF 2nd Sunday Book Sale
- 11 7:00 PM Placentia Library Friends Foundation Board of Directors Meeting
- 12 10:30 AM Weighing Your Options, Library and Hospital nutrition series
- 14 7:30 AM North Orange County Legislative Alliance, Brea City Hall Meeting Room
- 16 9:00 AM Independent Library District Trustees Legislative Meeting, Buena Park Library
- 18 3:00 AM Library Closed for Presidents Day/Staff Holiday
- 19 6:30 PM Library Board Meeting
- 10:30 AM Weighing Your Options, Library and Hospital nutrition series



Placentia Library Board Calendar

January - December, 2008

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February

- 21 5:30 PM Chamber Mixer
- 28 9:00 AM Orange County Council of Governments, OC Sanitation District, Trustee Wood
- 7:15 AM Placentia Chamber of Commerce Breakfast

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March

- 1 9:30 AM Friends of Placentia Library Author's Luncheon , ALL TRUSTEES
- 9 1:00 PM -4:30 PM PLFF 2nd Sunday Book Sale
- 10 7:00 PM Placentia Library Friends Foundation Board of Directors Meeting
- 11 10:30 AM Weighing Your Options, Library and Hospital nutrition series
- 13 5:30 PM Chamber Mixer
- 7:30 AM North Orange County Legislative Alliance, Brea City Hall Meeting Room
- 15 9:00 AM CALTAC Trustee Workshop in Library Leadership, City of Orange Library
- 17 6:30 PM Library Board Meeting

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April

- 18 10:30 AM Weighing Your Options, Library and Hospital nutrition series
- 23 Easter, Library Closed, not staff holiday
- 25 Public Library Association Biennial Conference, Minneapolis, through Mar 29
- 27 9:00 AM Orange County Council of Governments, OC Sanitation District, Trustee Wood
- 7:15 AM Placentia Chamber of Commerce Breakfast

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



Placentia Library Board Calendar

January - December, 2008

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April

24 7:15 AM Placentia Chamber of Commerce Breakfast

May

8 5:30 PM Chamber Mixer

7:30 AM North Orange County Legislative Alliance, Brea City Hall Meeting Room

12 7:00 PM Placentia Library Friends Foundation Board of Directors Meeting

18 1:00 PM 2nd Sunday Book Sale (3rd Sunday in May)

19 6:30 PM Library Board Meeting

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

7:15 AM Placentia Chamber of Commerce Breakfast

26 Library Closed for Memorial Day/Staff Holiday

29 11:30 AM ISDOC Quarterly Meeting, Mesa Consolidated Water District, Secretary DeVecchio and Trustee Turner

June

8 1:00 PM -4:30 PM PLFF 2nd Sunday Book Sale

9 7:00 PM Placentia Library Friends Foundation Board of Directors Meeting

12 5:30 PM Chamber Mixer

7:30 AM North Orange County Legislative Alliance, Brea City Hall Meeting Room

16 6:30 PM Library Board Meeting

26 ALA Annual Conference, Anaheim, through July 2

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

7:15 AM Placentia Chamber of Commerce Breakfast

July

4 Library Closed for Independence Day/Staff Holiday

10 7:30 AM North Orange County Legislative Alliance, Brea City Hall Meeting Room

13 1:00 PM -4:30 PM PLFF 2nd Sunday Book Sale

21 6:30 PM Library Board Meeting

22 Friends of Placentia Library Incorporated in 1970

24 9:00 AM Orange County Council of Governments, OC Sanitation District, Trustee Wood

| Jul 2008 | | | | | | |
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Placentia Library Board Calendar

January - December, 2008

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July

- 24 7:15 AM Placentia Chamber of Commerce Breakfast
- 31 11:30 AM ISDOC Quarterly Meeting, Mesa Consolidated Water District, Secretary DeVecchio and Trustee Turner

August

- 10 1:00 PM -4:30 PM PLFF 2nd Sunday Book Sale
- 14 7:30 AM North Orange County Legislative Alliance, Brea City Hall Meeting Room
- 18 6:30 PM Library Board Meeting
- 28 9:00 AM Orange County Council of Governments, OC Sanitation District, Trustee Wood

September

- 1 Library Closed for Labor Day/Staff Holiday
- 2 Placentia Library District Established in 1919 by OC Board of Supervisors
- 8 7:00 PM Placentia Library Friends Foundation Board of Directors Meeting
- 11 5:30 PM Chamber Mixer
- 7:30 AM North Orange County Legislative Alliance, Brea City Hall Meeting Room

- 14 Placentia Library Foundation Incorporated in 1994
- 1:00 PM -4:30 PM PLFF 2nd Sunday Book Sale
- 23 6:30 PM Library Board Meeting
- 25 9:00 AM Orange County Council of Governments, OC Sanitation District, Trustee Wood

7:15 AM Placentia Chamber of Commerce Breakfast

October

- 9 5:30 PM Chamber Mixer
- 7:30 AM North Orange County Legislative Alliance, Brea City Hall Meeting Room
- 11 8:30 AM Heritage Parade, line-up at 8:30, Parade begins at 9:30
- 12 1:00 PM -4:30 PM PLFF 2nd Sunday Book Sale
- 13 7:00 PM Placentia Library Friends Foundation Board of Directors Meeting
- 20 6:30 PM Library Board Meeting
- 23 9:00 AM Orange County Council of Governments, OC Sanitation District, Trustee Wood

| Jul 2008 | | | | | | |
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Placentia Library Board Calendar

January - December, 2008

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October

- 23 7:15 AM Placentia Chamber of Commerce Breakfast
- 30 11:30 AM ISDOC Quarterly Meeting, Mesa Consolidated Water District, Secretary DeVecchio and Trustee Turner

November

- 9 1:00 PM -4:30 PM PLFF 2nd Sunday Book Sale
- 10 7:00 PM Placentia Library Friends Foundation Board of Directors Meeting
- 11 Library Closed for Veterans Day/Staff Holiday
- 13 5:30 PM Chamber Mixer
7:30 AM North Orange County Legislative Alliance, Brea City Hall Meeting Room

- 17 6:30 PM Library Board Meeting
- 27 Library Closed for Thanksgiving/Staff Holiday

December

- 5 12:00 PM Trustee terms begin
- 8 7:00 PM Placentia Library Friends Foundation Board of Directors Meeting
- 11 7:30 AM North Orange County Legislative Alliance, Brea City Hall Meeting Room
- 12 6:30 PM Chamber of Commerce Citizen of the Year Breakfast
- 14 1:00 PM -4:30 PM PLFF 2nd Sunday Book Sale
- 15 6:30 PM Library Board Meeting
- 25 9:00 AM Orange County Council of Governments, OC Sanitation District, Trustee Wood

| Jul 2008 | | | | | | |
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PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *EDM*
SUBJECT: Upcoming Trustee Events and Meetings
DATE: January 15, 2008

Trustee Events and Meetings

| | |
|---------------------------------|--|
| January 12, Saturday, 1:00 P.M. | Cowboy Poetry Workshop with Rhonda Sedgwick Stearns |
| January 13, Sunday, 1:00 P.M. | PLFF 2 nd Sunday Book Sale |
| January 14, Monday, 7:00 P.M. | PLFF Board of Directors Meeting |
| January 15, Tuesday, 10:30 A.M. | Weighing Your Options, Library & Placentia Linda Hospital nutrition series |
| 6:30 P.M. | Library Board of Trustees Meeting |
| January 17, Thursday, 6:00 P.M. | Chamber of Commerce Citizen of the Year Dinner, PLFF Candidate is Barbara Hemmerling |
| January 21, Monday | Library Closed for Martin Luther King Holiday |
| January 22, Tuesday, 10:30 A.M. | Weighing Your Options, Library & Placentia Linda Hospital nutrition series |
| January 24, Thursday, 7:15 A.M. | Chamber of Commerce Breakfast with Dr. Dennis Smith discussing the bond act measure for P-YLUSD and a speaker from Cal State Fullerton |
| 9:00 A.M. | Orange County Council of Governments, OC Sanitation District, Trustee Wood |
| 5:30 P.M. | North Orange County Legislative Alliance Local Officials Reception, Nixon Museum, East Room, RSVP (714) 871-3100 |

| | |
|----------------------------------|---|
| January 31, Thursday, 11:30 A.M. | Independent Special Districts of Orange County, Quarterly Membership Meeting, Mesa Consolidated Water District, speaker will be Darcel Harris, Education Director, California Special Districts Association |
| February 2, Saturday | Miss Placentia Scholarship Pageant |
| February 10, Sunday, 1:00 P.M. | PLFF 2 nd Sunday Book Sale |
| February 11, Monday, 7:00 P.M. | PLFF Board of Directors Meeting |
| February 12, Tuesday, 10:30 A.M. | Weighing Your Options, Library & Placentia Linda Hospital nutrition series |
| February 14, Thursday, 7:30 A.M. | North Orange County Legislative Alliance, Brea City Hall Meeting Room |
| February 16, Saturday, 9:00 A.M. | Independent Library District Trustees Legislative Meeting, Buena Park Library |
| February 18, Monday | Library Closed for President's Day Holiday |
| February 19, Tuesday, 10:30 A.M. | Weighing Your Options, Library & Placentia Linda Hospital nutrition series |
| 6:30 P.M. | Library Board Meeting |
| February 21, Thursday, 5:30 P.M. | Chamber of Commerce Mixer at Massage Endy |
| February 28, Thursday, 7:15 A.M. | Chamber of Commerce Breakfast, State of the City |
| 9:00 A.M. | Orange County Council of Governments, OC Sanitation District, Trustee Wood |

**MINUTES
PLACENTIA LIBRARY DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
December 17, 2007**

CALL TO ORDER President Shkoler called the Regular Meeting of the Placentia Library District Board of Trustees to order on December 17, 2007, at 6:30 P.M.

ROLL CALL **Members Present:** President Al Shkoler, Secretary Jean Turner, Trustees Richard DeVecchio, Betty Escobosa, Gaeten Wood and Library Director Elizabeth Minter.

Members Absent: None

Managers Absent: None

Others Present: Placentia Library District Staff: Gary Bell, Yesenia Gomez, Caroline Gurkweitz, Alexander Hernandez, and Katherine Matas

ADOPTION OF AGENDA It was moved by Trustee Escobosa and seconded by Secretary Turner to adopt the Agenda as printed.

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

ORAL COMMUNICATIONS No members of the public addressed the Board.

PRESIDENT REPORT President Shkoler reported that he attended the Chamber Breakfast featuring the Orange County Transportation Authority Representative. He also attended the Chamber Mixer featuring the Miss Placentia candidates.

TRUSTEES' REPORTS Trustee Wood attended the Chamber Mixer on December 13, 2007.

Trustee Escobosa had nothing to report at this time.

Secretary Turner reported that she attended the Placentia Authors Program.

Trustee DeVecchio had reported that he attended the Chamber Mixer on December 13, 2007. He also attended the Placentia Library Friends Foundation Board of Directors Meeting for December 2007. He also attended the Orange County Library Association Program in the History Room.

PUBLIC AGENCY RETIREMENT SERVICES PRESENTATION Kevin Murphy, Executive Vice President for PARS on pension fund options for Placentia Library District to compare pension fund contributions and benefits provided by other local government agencies and independent special library districts in Los Angeles and Orange

Minutes, Placentia Library District Board of Trustees, Regular Meeting of December 17, 2007, Regular Date, Page 2.

Counties.

**CONSENT
CALENDAR**

It was moved by Trustee Escobosa and seconded by Secretary Turner approve Agenda Items 9-38 as printed.

MINUTES

Minutes of the November 19, 2007 Library Board of Trustees Regular Meeting

CLAIMS

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

Current Claims 5063,5064,5065,5066, and 5067 for a for total of \$11,112.18 for the Fiscal Year 2007-2008 and Payrolls #14 (01/02/08) for \$47,472.00 and #15 (01/16/08) for \$47,472.00 and Payrolls #16 (01/31/08) for \$142,416.00 for a combined total of \$153,528.18.

FY2007-2008 Cash Flow Analysis through December 17, 2007 and the Schedule of Anticipated Property Tax Revenues for FY2007-2008 as Provided by the Orange County Auditor and recommendation that no funds be transferred at this time.

**FINANCIAL
REPORTS**

Financial Reports for November 2007

Office General Ledger & Check Registers for November 2007

Acquisitions Report for November 2007

Entrepreneurial Report for November 2007

Collection Agency Report for November 2007

Gifts Report for November 2007

**GENERAL CONSENT
CALENDAR**

Building Maintenance for November 2007

Personnel Report for November 2007

Volunteer Report for November 2007

Circulation Report for November 2007

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

Status Report on Partnerships with Community Organizations

Status Report on Active Grant Applications

Poet Laureate Report

Minutes, Placentia Library District Board of Trustees, Regular Meeting of December 17, 2007, Regular Date, Page 3.

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

STAFF REPORTS

Director's Report for November 2007

Program Committee Report for November 2007

Children's Services Report for November 2007

Placentia Library Literacy Services Report for November 2007

Reference and Adult Services Report for November 2007

History Room Report for November 2007

Placentia Library Web Site Report for November 2007

Technology Report for November 2007

Publicity Materials produced for November 2007

Safety Committee Minutes for November 2007

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

**LEGISLATIVE
ISSUES**

Library Director asked the Board if they made any contact with the Governor's Office regarding the Public Library Fund or Transaction Based Reimbursements. The Board will forward their communications on an individual basis.

**POLICY 6020-
INTERNET ACCESS
POLICY**

It was moved by Trustee DeVecchio and seconded by Secretary Turner to the final adoption of Policy 6020 as amended.

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

**WORD OF MOUTH
MARKETING –
DECEMBER 2007**

Public Services Manager Roberts reported that the Child's Christmas in Wales Program on December 20, 2007 and several other Children's Programs through December.

Minutes, Placentia Library District Board of Trustees, Regular Meeting of December 17, 2007, Regular Date, Page 4.

**POLICIES – SERIES
2000**

It was moved by Trustee DeVecchio and seconded by Secretary Turner to adopt as a first reading and refer to staff for further comments.

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

**ELECTION OF
BOARD MEMBERS**

It was moved by Trustee Escobosa and seconded by Trustee Wood to approve the appointment of Al Shkoler as President of the Placentia Library Board of Trustees

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

It was moved by Trustee Escobosa and seconded by Trustee Wood to approve the appointment of Richard DeVecchio as Secretary of the Placentia Library Board of Trustees

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

**APPOINTMENT OF
2008 LIBRARY
BOARD
REPRESENTATIVES**

Independent Special District of Orange County (ISDOC) – DeVecchio

Local Area Formation Commission (LAFCO) – Turner/DeVecchio

Placentia Civic Center Authority – Shkoler/Escobosa

Orange County Council of Governments (OCCOG) – Wood

Placentia Library Friends Foundation (PLFF) - Turner

**CALENDAR FOR
2008 REGULAR
BOARD MEETINGS**

It was moved by Trustee Wood and seconded by Trustee Escobosa to read Resolution 08-07 by Title only, A Resolution of the Board of Trustees of the Placentia Library District of Orange County to Establish the Board of Trustees Regular Meeting Dates for Calendar Year 2008.

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

It was moved by Trustee Wood and seconded by Trustee Escobosa to approve Resolution 08-07, A Resolution of the Board of Trustees of the Placentia Library District of Orange County to Establish the Board of Trustees Regular Meeting Dates for Calendar Year 2008.

Minutes, Placentia Library District Board of Trustees, Regular Meeting of December 17, 2007, Regular Date, Page 5.

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

**POLICY 2325-
LIBRARY AIDE**

It was moved by Trustee Turner and seconded by Trustee DeVecchio to adopt Placentia Library District Policy 2325 – Library Aide as revised as a first reading, and refer it to staff for comments and recommendations.

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

**AGENDA
PREPARATION**

Work Session to review Placentia Library District Policy Manual, Sections 2300, Job Descriptions, and 6000, Operations.
Agenda Preparation for the January Meeting will be held on Tuesday, January 15, 2008 at 6:30 P.M.

ADJOURNMENT

The Regular Meeting of the Board of Trustees of the Placentia Library District for December 17, 2007 adjourned at 9:15 P.M.

NEXT MEETING

The December Library Board Meeting will be held on Tuesday, January 15, 2008 at 6:30 P.M. in the Library History Room.

Jean Turner
Secretary
Library Board of Trustees

Al Shkoler
President
Library Board of Trustees

PLACENTIA LIBRARY DISTRICT

Summary of Nonstandard Claims

January 15, 2007

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

None

TOTAL

Prepared by: Wendy Goodson



PLACENTIA LIBRARY DISTRICT
Summary of Claims Forwarded by the Library Director & Trustees
January 15, 2007

| | DATE | CLAIM | FUND | AMT | SIGNATURE/S |
|---------------------------|-------------------|-------|------|-----------|------------------|
| LIBRARY DIRECTOR | | | | | |
| FUND 707 | December 18, 2007 | 5067 | 707 | 8,808.26 | Minter/Wood |
| | December 26, 2007 | 5068 | 707 | 4,460.97 | Minter/DeVecchio |
| | January 5, 2008 | 5069 | 707 | 2,406.86 | Minter/Shkoler |
| | January 5, 2008 | 5070 | 707 | 5,240.84 | Minter/Shkoler |
| SUBTOTAL FUND 707 | | | | 20,916.93 | |
| TOTAL BY LIBRARY DIRECTOR | | | | 20,916.93 | |

Prepared by: Wendy Goodson

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

PAID DEC 19 2007

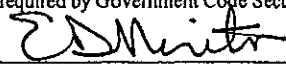
DATE 12/18/07
REPORT NO 5067

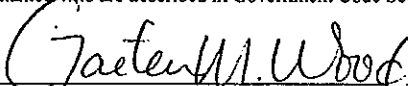
Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92870

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

| Payee Name and Address Social Security/Tax ID | APPROVED CLAIMS | | | | | | A C's Use Only | |
|--|---------------------|------|-------------------------|--------------------|-------------|----------|----------------|----|
| | Date/ Invoice# | Orgn | Obj/ Rev/ BS Acct | Sub Obj/ Rev | Rept Cat | AMOUNT | Doc Number | SC |
| N00692 Special District Risk Management 1112 I Street, Suite 300 Sacramento, CA 95814 | 12-14-07/0001178-IN | | 0306 | 00 | | 8,808.26 | | |
| PLEASE PAY IMMEDIATELY | | | | | | | | |

The claims listed above (totaling \$8,808.26) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.


APPROVED BY


COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

PAID DEC 28 2007

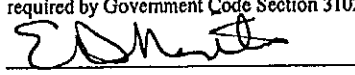
DATE 12/26/07
REPORT NO 5068

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

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

| Payee Name and Address Social Security/Tax ID | APPROVED CLAIMS | | | | | | A C's Use Only | |
|---|---------------------------|------|--------------------------|---------------------|-------------|----------|----------------|----|
| | Date/ Invoice# | Orgn | Objt/ Rev/ BS Acct | Sub Objt/ Rev | Rept Cat | AMOUNT | Doc Number | SC |
| N01074 The Gas Company PO Box C Monterey Park, CA 91758 | 12-19-07/05391188009 | | 2802 | 00 | | 436.81 | | |
| N068081 Postage by Phone (Pitney Bowes) Reserve Account P.O. Box 858056 Louisville, KY 40285-6056 | Postage refill | | 1803 | 00 | | 500.00 | | |
| N06965 Psychex PO Box 25159 Santa Ana CA 92799-5159 | 12-24-07/435871 | | 1900 | 00 | | 390.54 | | |
| | 12-20-07/435511 | | 1900 | 08 | | 130.17 | | |
| | | | | | | 520.71 | | |
| N22558 Nancy L. Mory 1136 Moro Circle Placentia, CA 92870-3078 (SSN: X8389) | Sp Lit Dec 07 | | 1900 | 01 | | 226.08 | 2 | |
| N28784 Caroline Gurkweitz c/o Placentia Library District 411 East Chapman Avenue Placentia, CA 92870-6198 | Supply Reimb. 12/19/07 | | 1800 | 00 | | 44.46 | | |
| N30347 Pcorp Associates 18340 Yorba Linda Blvd Ste 107-PMB 108 Yorba Linda, CA 92886 | 12-19-07/1769 | | 4000 | 00 | | 730.18 | | |
| N30884 Guadalupe Arreola 1353 W Baker Ave Fullerton CA 92833 | Sp Lit Dec 07 | | 1900 | 01 | | 150.78 | 2 | |
| N31429 Ferrari Philanthropic Consultants, Inc. 30025 Alicia Parkway, #158 Laguna Niguel, CA 92677 | 12-4-07/114 | | 1900 | 08 | | 1,200.00 | | |
| Protective Life Insurance Company P.O. Box 11407 Birmingham, AL 35248-0030 | 12-28-07/PL0684929 | | 0309 | 00 | | 651.95 | | |

The claims listed above (totaling ~~4,460.97~~) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.


APPROVED BY


COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

Page Total

4,460.97

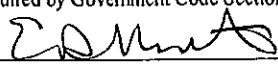
Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92870

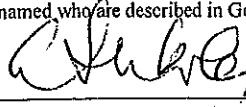
THE COUNTY AUDITOR IS AUTHORIZED TO DRAW
HIS CHECK FROM FUND 707

| Payee Name and Address Social Security/Tax ID | APPROVED CLAIMS | | | | | | A C's Use Only | |
|--|-------------------|------|--------------------------|---------------------|-------------|----------|----------------|----|
| | Date/ Invoice# | Orgn | Objt/ Rev/ BS Acct | Sub Objt/ Rev | Rept Cat | AMOUNT | Doc Number | SC |
| Special District Risk Management 1112 I Street, Suite 300 Sacramento, CA 95814 | 1-2-08/1294-IN | | 0308 | 00 | | 1,102.32 | | |
| | | | 0309 | 00 | | 560.49 | | |
| | | | 0310 | 00 | | 396.07 | | |
| | | | 0319 | 00 | | 295.66 | | |
| | | | 1900 | 00 | | 52.32 | | |
| | | | | | | 2,406.86 | | |

PLEASE PAY IMMEDIATELY

The claims listed above (totaling \$2,406.86) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.


APPROVED BY


COUNTERSIGNED BY

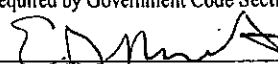
ATTESTED AND/OR COUNTERSIGNED BY

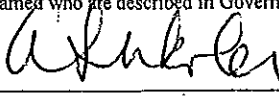
Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92870

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

| Payee Name and Address Social Security/Tax ID | APPROVED CLAIMS | | | | | | A C's Use Only | |
|---|--------------------|------|--------------------------|---------------------|-------------|----------|----------------|----|
| | Date/ Invoice# | Orgn | Objt/ Rev/ BS Acct | Sub Objt/ Rev | Rept Cat | AMOUNT | Doc Number | SC |
| Golden State Water Company PO Box 9016 San Dimas CA 91773-9016 | 12-21-07/312083-9 | | 2803 | 00 | | 350.38 | | |
| AT&T/MCI Dept. LA 21461 Pasadena, CA 91185-1461 | 11-17-07/T7335559 | | 0700 | 01 | | 44.88 | | |
| Sprint/Nextel PO Box 4181 Carol Stream IL 60197-4181 | 12-7-07/X8545-2 | | 0700 | 00 | | 301.56 | | |
| | | | 0700 | 08 | | 100.52 | | |
| | | | | | | 402.08 | | |
| Hector Vargas Cleaning Service 318 Capistrano St. Placentia, CA 92870 SSN: X3104 | 1-6-07/331734 | | 1400 | 00 | | 1,300.00 | | |
| Cosmoslink Internet Services 3 Pointe Dr. Suite 307 Brea, CA 92821 | 12-7-07/200712-24 | | 1900 | 00 | | 5.00 | | |
| Consolidated Reprographics 345 Clinton Street Costa Mesa, CA 92626 | 12-14-07/269956 | | 1800 | 00 | | 131.13 | | |
| Greg's Carpet Cleaning 809 S. Lakeview, Unit O Placentia, CA 92870 | 12-21-07/03029 | | 1400 | 00 | | 1,657.50 | | |
| Minuteman Press 310 E Orangethorpe Ave Unit L Placentia CA 92870 | 10-3-07/21048 | | 1800 | 00 | | 39.87 | | |
| EARTEL 1316 W. Maurentanla St. Wilmington, CA 90744 | 12-19-07/13743 | | 1300 | 00 | | 220.00 | | |
| Rolo Rooter 1183 N. Kraemer Place Anaheim, CA 92806 | 12-17-07/AN350253 | | 1400 | 00 | | 690.00 | | |
| Georgette Baker 15696 Altamira Drive Chino Hills, CA 91709 x8721 | 12-27-07/Storytime | | 1900 | 00 | | 400.00 | | |

The claims listed above (totaling \$5,240.84) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.


APPROVED BY


COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

PLACENTIA LIBRARY DISTRICT
Current Claims and Payroll
January 15, 2007

| TYPE | REPORT NUMBER | AMOUNT |
|--------------------------------|------------------|------------|
| Regular | 5071 | 87,190.24 |
| | 5072 | 6,770.04 |
| | 5073 | 2,025.81 |
| | 5074 | 536.92 |
| | 5075 | 5,140.18 |
| | 5076 | 7,785.17 |
| | 5077 | 1,301.89 |
| Subtotal for Regular | | 110,750.25 |
| | 2/13/2008 | 47,472.00 |
| | 2/27/2008 | 47,472.00 |
| Subtotal for Payroll | | 94,944.00 |
| TOTAL CURRENT CLAIMS & PAYROLL | | 205,694.25 |

Prepared by: Wendy Goodson

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

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

| Payee Name and Address Social Security/Tax ID | APPROVED CLAIMS | | | | | | A C's Use Only | |
|---|--|------|-------------------------|--------------------|-------------|-----------|----------------|----|
| | Date/ Invoice# | Orgn | Obj/ Rev/ BS Acct | Sub Obj/ Rev | Rept Cat | AMOUNT | Doc Number | SC |
| AT&T/MCI Dept. LA 21461 Pasadena, CA 91185-1461 | 12-4-07/17405295 | | 0700 | 08 | | 62.19 | | |
| Citizens Business Bank 701 North Haven Ave., Ste. 350 Ontario, CA 91764 | 1-2-08/03-095 | | 2200 | 00 | | 7,044.80 | | |
| Elizabeth D. Minter (Petty Cash) Placentia Library District Petty Cash Reimbursement 411 East Chapman Avenue Placentia, CA 92870-6198 | Petty Cash Reimb. 12-13-07to1-10-08 | | 0900 | 00 | | 16.13 | | |
| | | | 1000 | 00 | | 23.67 | | |
| | | | 1800 | 00 | | 3.22 | | |
| | | | | | | 43.02 | | |
| Elizabeth D. Minter (Petty Checks) Placentia Library District Petty Cash Reimbursement 411 East Chapman Avenue Placentia, CA 92870-6198 | Petty Check Reimb. 11-13-07to1-8-08 | | 0900 | 08 | | 283.20 | | |
| | | | 1000 | 00 | | 71.17 | | |
| | | | 1800 | 00 | | 47.33 | | |
| | | | 2400 | 05 | | 85.00 | | |
| | | | 2700 | 01 | | 34.25 | | |
| | | | | | 520.95 | | | |
| First American Trust 5 First American Way 3rd Floor Santa Ana CA 92707 | Pension Plan Contribution FY06-07 | | 1900 | 00 | | 76,538.64 | | |
| US Bank/ Purchasing Card Program PO Box 790428 St Louis MO 61379-0428 | 12-24-07/X3058 | | 0700 | 02 | | 248.57 | | |
| | | | 1000 | 00 | | 117.75 | | |
| | | | 1800 | 00 | | 213.52 | | |
| | | | 1900 | 00 | | 165.00 | | |
| | | | 2400 | 01 | | 1,512.00 | | |
| | | | 2700 | 01 | | 395.00 | | |
| | | | 4000 | 00 | | 19.90 | | |
| | | | | | | 2,671.74 | | |
| Independent Special District of Orange Co. C/O Joan Finnegan/ISDOC Treasurer 258 Sherwood St Costa Mesa CA 92627 | 1-4-08/2008 Mbrshp | | 1600 | 00 | | 50.00 | | |
| Time Warner Cable PO Box 60074 City of Industry CA 91716-0074 | 2-2-08/X4877 | | 0700 | 02 | | 253.90 | | |
| Cosmoslink Internet Services 3 Pointe Dr. Suite 307 Brea, CA 92821 | 1-6-08/200801-12 | | 1900 | 00 | | 5.00 | | |

The claims listed above (totaling \$87,190.24) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

Page Total

87,190.24

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

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

| Payee Name and Address Social Security/Tax ID | APPROVED CLAIMS | | | | | | A C's Use Only | |
|---|--------------------------------|------|-------------------------|--------------------|-------------|----------|----------------|----|
| | Date/ Invoice# | Orgn | Obj/ Rev/ BS Acct | Sub Obj/ Rev | Rept Cat | AMOUNT | Doc Number | SC |
| Unique Management Services 119 E. Maple St. Jeffersonville, IN 47130 | 1-1-08/169305 | | 1900 | 00 | | 116.35 | | |
| Moreland & Associates 1201 Dove St Ste 680 Newport Beach CA 92860 | 1-1-08/Audit 06-07 | | 1900 | 00 | | 1,738.34 | | |
| Santiago Library System c/o Metropolitan Cooperative Library System 3675 E Huntington Drive, Ste 100 Pasadena CA 91107 | 7-9-07/IN89 | | 1600 | 00 | | 360.00 | | |
| Legacy Integrative Solutions 18000 Studebaker Rd Ste 700 Cerritos CA 90703 | 12-6-07/10110 | | 1300 | 00 | | 496.56 | | |
| Pacific Clippings P.O. Box 11789 Santa Ana, CA 92711 | 12-28-07/9899 | | 1900 | 00 | | 45.00 | | |
| Special T. Water Systems, Inc. 11934 Washington Blvd. Whittier, CA 90606 | 1-1-08/142227 | | 1800 | 00 | | 33.00 | | |
| Caroline Gurkweitz c/o Placentia Library District 411 East Chapman Avenue Placentia, CA 92870-6198 | Supply Reimb. 7-Dec | | 1800 | 00 | | 122.68 | | |
| Wendy Goodson c/o Placentia Library District 411 E. Chapman Ave Placentia CA 92870 | Travel Reimb. Nov 07-Dec 07 | | 2600 | 01 | | 40.74 | | |
| Kristen Hoffman c/o Placentia Library District 411 E Chapman Ave Placentia CA 92870 | Education Reimb. Fall 2007 | | 2700 | 01 | | 1,638.44 | | |
| Yesenia Gomez c/o Placentia Library District 411 E. Chapman Ave. Placentia, CA 92870 | Education Reimb. Fall 2007 | | 2700 | 01 | | 2,178.93 | | |

The claims listed above (totaling \$6,770.04) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY _____

COUNTERSIGNED BY _____

ATTESTED AND/OR COUNTERSIGNED BY _____

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

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

| Payee Name and Address Social Security/Tax ID | APPROVED CLAIMS | | | | | | A C's Use Only | |
|--|--------------------------|------|-------------------------|--------------------|-------------|--------|----------------|----|
| | Date/ Invoice# | Orgn | Obj/ Rev/ BS Acct | Sub Obj/ Rev | Rept Cat | AMOUNT | Doc Number | SC |
| American Library Association Box 77-6499 Chicago, IL 60678-6499 | 1-1-08/Mbrshp | | | | | | | |
| | Shkoler | | 1600 | 00 | | 154.00 | | |
| | Minter | | 1600 | 00 | | 270.00 | | |
| | | | | | | 424.00 | | |
| MD Medical Clinics 1300 N. Kraemer Blvd. P.O. Box 66012 Anaheim, CA 92816 | 1-1-08/00297 | | 1900 | 00 | | 92.50 | | |
| | | | | | | | | |
| Associated Bag Company PO Box 3036 Milwaukee, WI 53201-3036 | 12-21-07/Y293420 | | 1800 | 00 | | 179.89 | | |
| | | | | | | | | |
| Placentia Disposal PO Box 79036 Phoenix AZ 85062-9036 | 1-1-08/X6916 | | 1001 | 00 | | 40.92 | | |
| | | | | | | | | |
| Carol Ann Helsel 12861 West Sp 113 Garden Grove CA 92840 | 12-26-07/Dec 07 | | 1900 | 08 | | 200.00 | "2" | |
| | Off-Site Story Time | | | | | | | |
| Amy Paino 5882 Amberdale Dr. Yorba Linda CA 92886 | 12-26-07/Dec 07 | | 1900 | 08 | | 200.00 | "2" | |
| | Off-Site Story Time | | | | | | | |
| Lindsay Whipple 13292 Marshall Ln Tustin CA 92780 | 12-31-07/Dec 07 | | 1900 | 00 | | 300.00 | "2" | |
| | Story Time | | | | | | | |
| Faronics Technology USA 2411 Old Crow Canyon Rd Ste 170 San Ramon CA 94583 | 12-17-07/Maint | | 1300 | 01 | | 362.50 | | |
| | | | | | | | | |
| Signature Designs 101 S Kraemer Blvd Ste 203 Placentia CA 92870 | 31-Dec-07 | | 1900 | 00 | | 126.00 | | |
| | | | | | | | | |
| Rick Tigert 24191 Angela St Lake Forest CA 92630 | Celtic Christmas Program | | 1900 | 00 | | 50.00 | "2" | |
| | 20-Dec-07 | | | | | | | |
| James Cope 774 Baylor Ave Claremont CA 91711 | Celtic Christmas Program | | 1900 | 00 | | 50.00 | "2" | |
| | 20-Dec-07 | | | | | | | |

The claims listed above (totaling \$2,025.81) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

Page Total

2,025.81

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

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

| Payee Name and Address Social Security/Tax ID | APPROVED CLAIMS | | | | | AMOUNT | A C's Use Only | |
|--|--|------|-------------------------|---------------------|-------------|--------|----------------|----|
| | Date/ Invoice# | Orgn | Obj/ Rev/ BS Acct | Sub Objt/ Rev | Rept Cat | | Doc Number | SC |
| Kelli Beckwith 125 Madrid Tustin CA 92780 | Celtic Christmas Program 12/20/2007 | | 1900 | 00 | | 50.00 | *2 | |
| Bethanie Knieser 6132 Chickasaw Dr Westminster CA 92683 | Celtic Christmas Program 20-Dec-07 | | 1900 | 00 | | 50.00 | *2 | |
| Leisa Jo Waller 1121 La Loma Dr Santa Ana CA 92705 | Celtic Christmas Program 20-Dec-07 | | 1900 | 00 | | 50.00 | *2 | |
| Michele Lovenduski 3641 Bates St Irvine CA 92614 | Celtic Christmas Program 20-Dec | | 1900 | 00 | | 50.00 | *2 | |
| Mary Beth Basu 108 N Greenwood Ave Pasadena CA 91107 | Celtic Christmas Program 20-Dec-07 | | 1900 | 00 | | 50.00 | *2 | |
| Bobby May PO Box 26344 Santa Ana CA 92799 | Celtic Christmas Program 20-Dec | | 1900 | 00 | | 50.00 | *2 | |
| Rory Johnston 3434 Troy Drive Los Angeles CA 90068 | Celtic Christmas Program 20-Dec | | 1900 | 00 | | 50.00 | *2 | |
| Marnie Bell 2051 E Walnut Ave Orange CA 92867 | Celtic Christmas Program 20-Dec-07 | | 1900 | 00 | | 50.00 | *2 | |
| Danny Oberbeck 232 S Olive St Claremont CA 91711 | Celtic Christmas Program 20-Dec-07 | | 1900 | 00 | | 50.00 | *2 | |
| Larry Cummings 207 Breting Way Placentia CA 92870 | Supply Reimb | | 1800 | 00 | | 23.92 | | |
| American Library Association PO Box 932501 Atlanta GA 31193-2501 | 7-16-07/11372772 | | 1800 | 00 | | 63.00 | | |

The claims listed above (totaling \$536.92) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

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

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

| Payee Name and Address Social Security/Tax ID | APPROVED CLAIMS | | | | | | A C's Use Only | |
|---|---------------------|------|--------------------------|---------------------|-------------|----------|----------------|----|
| | Date/ Invoice# | Orgn | Objt/ Rev/ BS Acct | Sub Objt/ Rev | Rept Cat | AMOUNT | Doc Number | SC |
| The Teaching Company 4151 Lafayette Center Dr Ste 100 Chantilly VA 20151-1232 | 12-18-07/3249164 | | 2400 | 02 | | 69.95 | | |
| | 12-12-07/1537360 | | 2400 | 02 | | 2.00 | | |
| Midwest Tape PO Box 820 Holland OH 43528 | 1-2-08/1084277871 | | 2400 | 05 | | 82.00 | | |
| | 1-3-08/1084289135 | | 2400 | 05 | | 82.00 | | |
| | 12-21-07/1084261344 | | 2400 | 05 | | 58.00 | | |
| | 12-21-07/1084261349 | | 2400 | 05 | | 237.20 | | |
| | | | | | | 459.20 | | |
| Random House Dept 0919 PO Box 120001 Dallas TX 75312-0919 | 1-9-08/308014 | | 2400 | 05 | | 29.96 | | |
| | 1-10-08/308249 | | 2400 | 05 | | 317.80 | | |
| | | | | | | 347.76 | | |
| BBC Audiobooks America PO Box 414190 Boston MA 02241-4190 | 12-11-07/104121 | | 2400 | 05 | | 6.00 | | |
| | 12-26-07/15525770 | | 2400 | 01 | | 30.13 | | |
| Books in Motion 9922 E Montgomery Suite 31 Spokane Valley WA 99206 | 12-20-07/15519552 | | 2400 | 01 | | 58.54 | | |
| | 12-5-07/15483933 | | 2400 | 01 | | 29.27 | | |
| | 12-7-07/15492553 | | 2400 | 01 | | 30.13 | | |
| | | | | | | | 148.07 | |
| The Gale Group P.O. Box 95501 Chicago, IL 60694-5501 | 12-28-07/2356 | | 2400 | 03 | | 2,217.52 | | |
| | 12-20-07/3764848 | | 2400 | 05 | | 61.15 | | |
| Proquest Information and Learning 6216 Paysphere Circle Chicago, IL 60674 | 12-7-07/3812095 | | 2400 | 05 | | 59.91 | | |
| | 12-20-07/3815011 | | 2400 | 05 | | 79.96 | | |
| | 12-10-07/3799045 | | 2400 | 05 | | 88.58 | | |
| | | | | | | | 289.60 | |
| Recorded Books, LLC P.O. Box 64900 Baltimore, MD 21264-4900 | 12-7-07/NA92356 | | 2400 | 01 | | 1,083.43 | | |
| | 11-5-07/68910 | | 2400 | 01 | | 516.65 | | |
| The Child's World 1980 Lookout Drive Mankato MN 56003-1705 | | | | | | | | |
| The Creative Company 123 South Broad ST PO Box 227 Mankato MN 56002 | | | | | | | | |

The claims listed above (totaling \$5,198.72) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 01/15/08
REPORT NO 5076

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

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

| Payee Name and Address Social Security/Tax ID | APPROVED CLAIMS | | | | | | A C's Use Only | |
|--|---------------------|------|--------------------------|---------------------|-------------|----------|----------------|----|
| | Date/ Invoice# | Orgn | Objt/ Rev/ BS Acct | Sub Objt/ Rev | Rept Cat | AMOUNT | Doc Number | SC |
| Abdo Publishing Co 8000 West 78th Ste Ste 310 Edina MN 55439 | 12-7-07/124737 | | 2400 | 01 | | 906.70 | | |
| | 12-11-07/054688 | | 2400 | 01 | | 861.59 | | |
| Rourke Publishing LLC PO Box 3328 Vero Beach FL 32964 | 12-14-07/X83249100 | | 2400 | 02 | | 730.30 | | |
| | 12-27-07/4007199331 | | 2400 | 01 | | 36.95 | | |
| Baker & Taylor Books PO Box 277930 Atlanta GA 30384-7930 | 12-27-07/4007199330 | | 2400 | 01 | | 17.96 | | |
| | 12-27-07/4007199329 | | 2400 | 01 | | 33.10 | | |
| | 12-27-07/4007199328 | | 2400 | 01 | | 18.56 | | |
| | 12-27-07/4007199327 | | 2400 | 01 | | 18.56 | | |
| | 12-27-07/4007190829 | | 2400 | 01 | | 70.41 | | |
| | 12-27-07/4007190828 | | 2400 | 01 | | 180.92 | | |
| | 12-27-07/4007190827 | | 2400 | 01 | | 147.87 | | |
| | 12-27-07/4007190826 | | 2400 | 01 | | 97.50 | | |
| | 12-27-07/4007190825 | | 2400 | 01 | | 16.88 | | |
| | 12-27-07/4007190824 | | 2400 | 01 | | 16.82 | | |
| | 12-27-07/4007190823 | | 2400 | 01 | | 19.15 | | |
| | 12-27-07/4007190822 | | 2400 | 01 | | 37.10 | | |
| | 12-27-07/4007190821 | | 2400 | 01 | | 37.70 | | |
| | 12-14-07/4007159822 | | 2400 | 01 | | 29.83 | | |
| | 12-19-07/4007147850 | | 2400 | 01 | | 19.77 | | |
| | 12-19-07/4007147849 | | 2400 | 01 | | 18.56 | | |
| | 12-19-07/4007147848 | | 2400 | 01 | | 19.17 | | |
| | 12-19-07/4007147847 | | 2400 | 01 | | 21.52 | | |
| | 12-20-07/4007154720 | | 2400 | 01 | | 594.28 | | |
| | 12-20-07/4007154719 | | 2400 | 01 | | 2,226.52 | | |
| 12-20-07/4007154718 | | 2400 | 01 | | 394.71 | | | |
| 12-11-07/4007127863 | | 2400 | 01 | | 20.11 | | | |
| 12-7-07/4007096299 | | 2400 | 01 | | 22.04 | | | |
| 12-11-07/4007106080 | | 2400 | 01 | | 153.01 | | | |
| 12-11-07/4007106079 | | 2400 | 01 | | 150.87 | | | |
| 12-11-07/4007106078 | | 2400 | 01 | | 18.56 | | | |
| 12-11-07/4007106077 | | 2400 | 01 | | 81.86 | | | |
| 12-11-07/4007106076 | | 2400 | 01 | | 37.74 | | | |
| 12-11-07/4007106075 | | 2400 | 01 | | 53.92 | | | |
| 12-11-07/4007106074 | | 2400 | 01 | | 15.00 | | | |
| 12-11-07/4007106073 | | 2400 | 01 | | 22.04 | | | |
| 12-11-07/4007106072 | | 2400 | 01 | | 32.16 | | | |
| 12-11-07/4007106071 | | 2400 | 01 | | 39.48 | | | |
| 12-11-07/4007106070 | | 2400 | 01 | | 57.11 | | | |
| 12-11-07/4007106069 | | 2400 | 01 | | 58.10 | | | |
| 12-13-07/4007136521 | | 2400 | 01 | | 11.07 | | | |
| 12-13-07/4007136520 | | 2400 | 01 | | 49.15 | | | |
| 12-13-07/4007136519 | | 2400 | 01 | | 18.56 | | | |
| 12-13-07/4007136518 | | 2400 | 01 | | 63.59 | | | |
| 12-13-07/4007136517 | | 2400 | 01 | | 185.61 | | | |
| 12-13-07/4007136516 | | 2400 | 01 | | 67.35 | | | |
| 12-13-07/4007136515 | | 2400 | 01 | | 55.41 | | | |
| | | | | | | 6,016.88 | | |

The claims listed above (totaling \$7,785.17) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

Page Total

7,785.17

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

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

| Payee Name and Address Social Security/Tax ID | APPROVED CLAIMS | | | | | | A C's Use Only | |
|--|---------------------|------|--------------------------|---------------------|-------------|----------|----------------|----|
| | Date/ Invoice# | Orgn | Objt/ Rev/ BS Acct | Sub Objt/ Rev | Rept Cat | AMOUNT | Doc Number | SC |
| Baker & Taylor Books PO Box 277930 Atlanta GA 30384-7930 | 12-13-07/4007136514 | | 2400 | 01 | | 55.12 | | |
| | 12-13-07/4007136513 | | 2400 | 01 | | 32.19 | | |
| | | | | | | 87.31 | | |
| Ingram Library Services P.O. Box 502779 St. Louis, MO 63150-2779 | 12-28-07/33628322 | | 2400 | 01 | | (5.15) | | |
| | 12-13-07/33270540 | | 2400 | 01 | | 200.90 | | |
| | 12-18-07/33391908 | | 2400 | 01 | | 16.56 | | |
| | 12-18-07/33391907 | | 2400 | 01 | | 11.47 | | |
| | 12-18-07/33391906 | | 2400 | 01 | | 20.21 | | |
| | 12-18-07/33391905 | | 2400 | 01 | | 3.57 | | |
| | 12-16-07/33332308 | | 2400 | 01 | | 100.75 | | |
| | 12-7-07/33125392 | | 2400 | 01 | | 22.34 | | |
| | 12-6-07/33108767 | | 2400 | 01 | | 10.21 | | |
| | 12-5-07/33080183 | | 2400 | 01 | | 23.37 | | |
| | 12-5-07/33080184 | | 2400 | 01 | | 12.78 | | |
| | 12-10-07/33188712 | | 2400 | 01 | | 45.68 | | |
| | 12-10-07/33188711 | | 2400 | 01 | | 17.82 | | |
| | 12-10-07-33188710 | | 2400 | 01 | | 22.66 | | |
| | 12-13-07/33270539 | | 2400 | 01 | | 17.00 | | |
| | 12-12-07/33245586 | | 2400 | 01 | | 36.98 | | |
| | 12-20-07/33475714 | | 2400 | 01 | | 19.30 | | |
| | 12-20-07/33465663 | | 2400 | 01 | | 17.44 | | |
| | 12-20-07/33475715 | | 2400 | 01 | | 164.16 | | |
| | 12-27-07/33595843 | | 2400 | 01 | | 3.51 | | |
| 12-31-07/33656408 | | 2400 | 01 | | 37.22 | | | |
| 12-31-07/33656407 | | 2400 | 01 | | 19.88 | | | |
| 12-31-07/33656406 | | 2400 | 01 | | 67.38 | | | |
| 12-27-07/33595845 | | 2400 | 01 | | 102.90 | | | |
| 12-27-07/33595844 | | 2400 | 01 | | 17.23 | | | |
| 12-30-07/33632714 | | 2400 | 01 | | 23.26 | | | |
| 12-30-07/33632713 | | 2400 | 01 | | 6.54 | | | |
| 1-2-08/33684297 | | 2400 | 01 | | 33.62 | | | |
| 1-2-08/33684296 | | 2400 | 01 | | 18.44 | | | |
| 12-23-07/33512921 | | 2400 | 01 | | 126.55 | | | |
| | | | | | | 1,214.58 | | |

The claims listed above (totaling \$1,301.89) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

Page Total

1,301.89



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

Email to: **Treasurer-Tax Collector** cashmgmt@ttc.ocgov.com or Fax to: **834-2912**
Please Pay \$ 47,472.00 on 2 | 13 | 08

Send To: Bank Name: Wells Fargo Bank
ABA #: 121042882
Account Name: Placentia Library District
Account #: 2011939659
Reference: Payroll #17

Description:

Department / Agency

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

AUDITOR COPY SUBMITTED TO: CLAIMS AUDIT
CHECK WRITING

Vendor Code: N03641A

| DEPARTMENT'S USE -- COMPLETE IN DETAIL | | | | | | | | | | | | A/C USE |
|--|------|-----|------|---|---------|-----|---------|---|-----------|----------|---------------|-----------|
| FUND | AGCY | ORG | ACTY | OBJ | SUB OBJ | REV | SUB REV | JOB NUMBER | REPT CATG | B S ACCT | AMOUNT | SP CD |
| 707 | 707 | | | 0100 | 00 | | | | | | 44,148.96 | |
| 707 | 707 | | | 200 | 00 | | | | | | 3,323.04 | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| ENCUMBRANCE REVERSAL: <input type="checkbox"/> YES <input type="checkbox"/> NO | | | | | | | | | | | TOTAL PAYMENT | 47,472.00 |
| I HEREBY CERTIFY THAT THIS CLAIM IS TRUE AND CORRECT AND THAT PAYMENT HAS NOT BEEN RECEIVED BY | | | | EXPENDITURES AUTHORIZED AND APPROVED BY | | | | APPROVED DAVID E. SUNDSTROM, Auditor-Controller | | | | |
| CLAIMANT | DATE | | | AUTHORIZED SIGNER | | | DATE | | | DEPUTY | DATE | |

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



County of Orange

ELECTRONIC FUNDS TRANSFER

A/P PAYMENT REQUEST AND TRANSMITTAL

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

Please Pay \$ 47,472.00 on 2 | 27 | 08

Send To: **Bank Name:** Wells Fargo Bank
ABA #: 121042882
Account Name: Placentia Library District
Account #: 2011939659
Reference: Payroll #18

Description:

Department / Agency

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

AUDITOR COPY SUBMITTED TO: CLAIMS AUDIT
 CHECK WRITING

Vendor Code: N03641A

| DEPARTMENT'S USE -- COMPLETE IN DETAIL | | | | | | | | | | | | A/C USE |
|--|------|-----|------|---|---------|-----|---------|--|-----------|----------|---------------|-----------|
| FUND | AGCY | ORG | ACTV | OBJ | SUB OBJ | REV | SUB REV | JOB NUMBER | REPT CATG | B S ACCT | AMOUNT | SP CD |
| 707 | 707 | | | 0100 | 00 | | | | | | 44,148.96 | |
| 707 | 707 | | | 200 | 00 | | | | | | 3,323.04 | |
| ENCUMBRANCE REVERSAL: <input type="checkbox"/> YES <input type="checkbox"/> NO | | | | | | | | | | | TOTAL PAYMENT | 47,472.00 |
| I HEREBY CERTIFY THAT THIS CLAIM IS TRUE AND CORRECT AND THAT PAYMENT HAS NOT BEEN RECEIVED BY | | | | EXPENDITURES AUTHORIZED AND APPROVED BY | | | | APPROVED DAVID E. SUNDSTROM, Auditor-Controller | | | | |
| CLAIMANT | DATE | | | AUTHORIZED SIGNER | | | DATE | | | DEPUTY | DATE | |

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

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *EDM*
SUBJECT: Cash Flow Analysis
DATE: January 15, 2008

BACKGROUND:

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

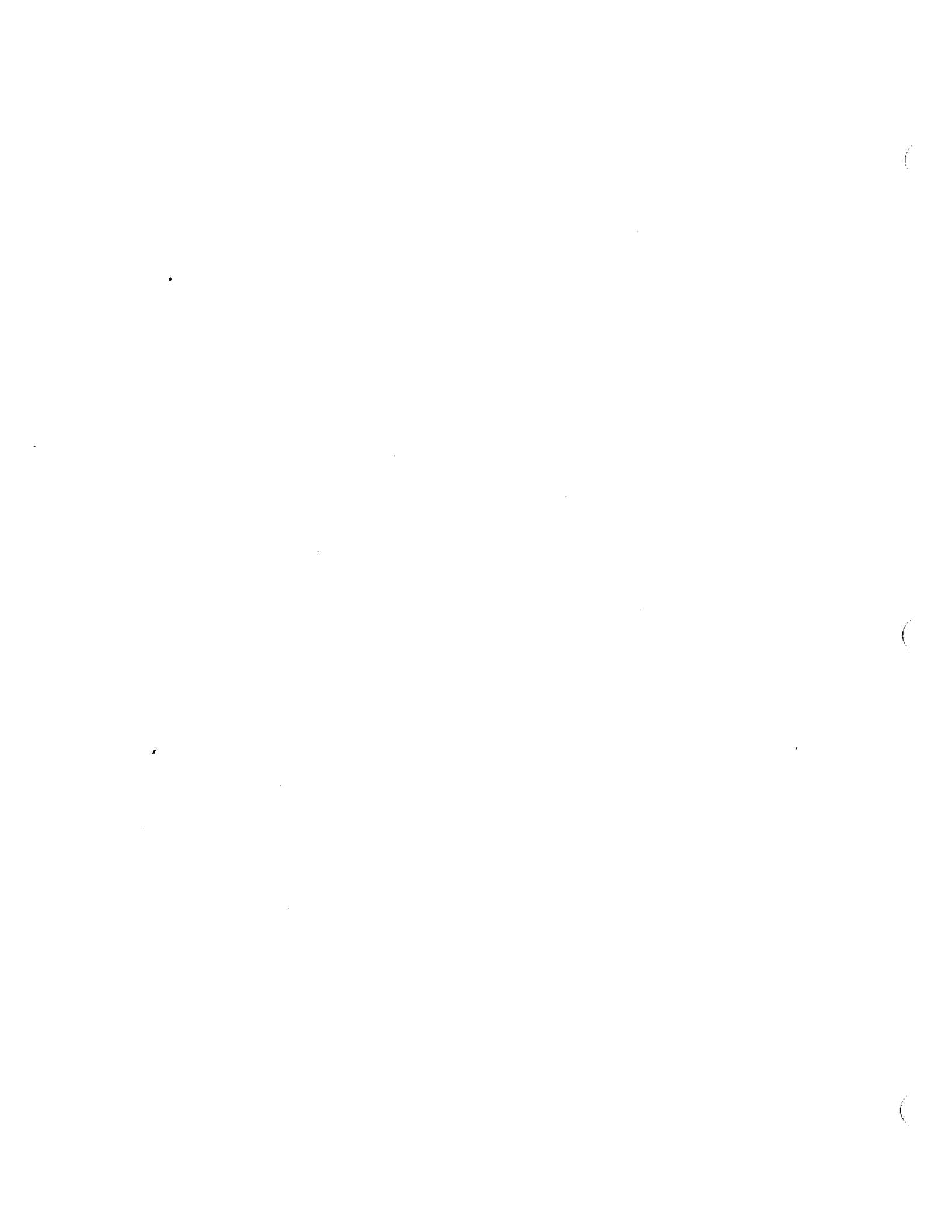
The Property Tax Apportionment Schedule for Fiscal Year 2007-2008 is Attachment B.

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

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

RECOMMENDATION:

Receive & File the Cash Flow Analysis for Fiscal Year 2007-2008 through January 15, 2008 and the Property Tax Apportionment Schedule for Fiscal Year 2007-2008.



Placentia Library District
FY2007-2008 General Fund Cash Flow

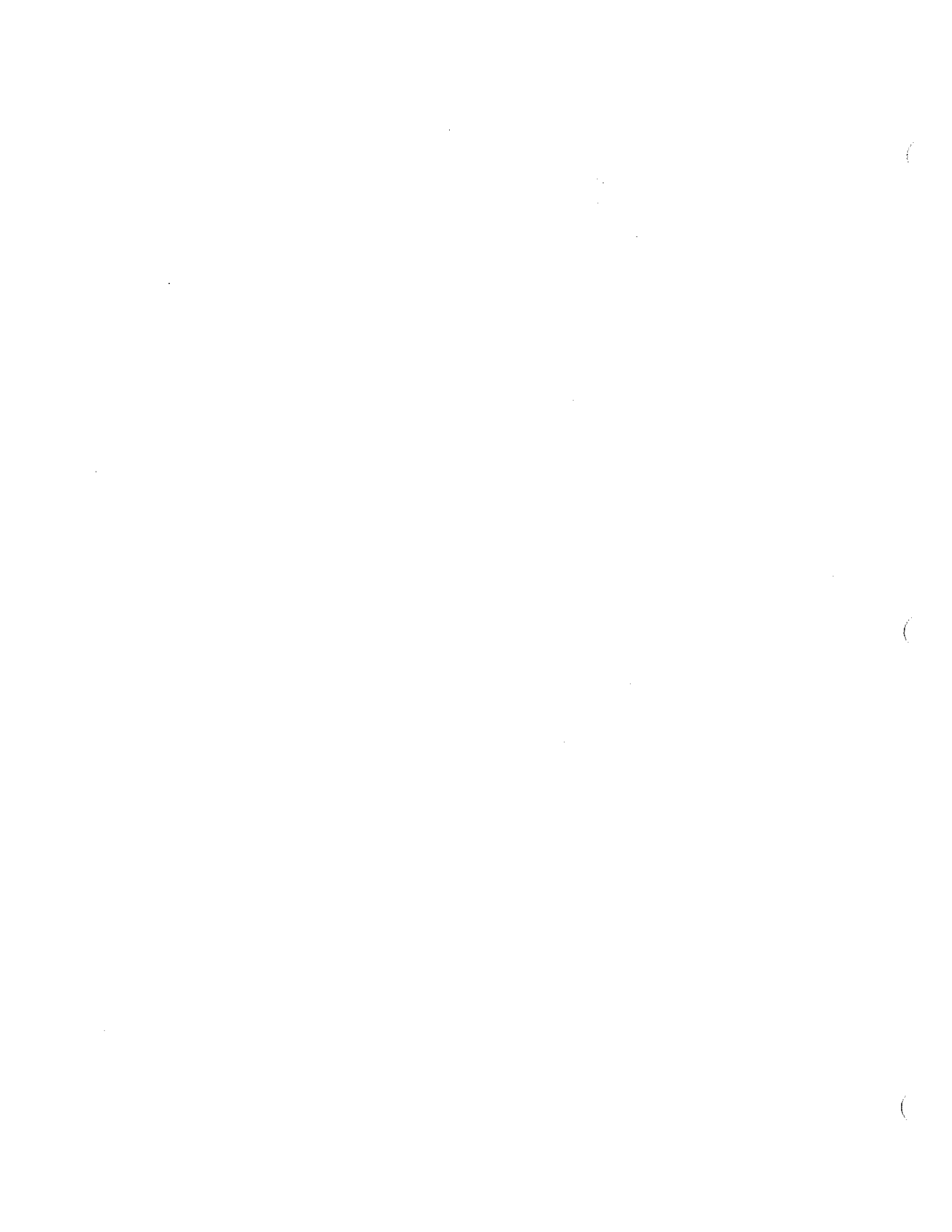
| DATE | CLAIM # | DESCRIPTION | CREDIT | DEBIT | BALANCE |
|----------|---------|--|------------|-----------|--------------|
| 07/01/07 | | Beginning Balance | | | 1,099,907.16 |
| 06/18/07 | | Payroll #1 to wire July 3, 2007 | | 47,072.00 | 1,052,835.16 |
| 06/18/07 | | Payroll #2 to wire July 18,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

Placentia Library District
FY2007-2008 General Fund Cash Flow

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

Placentia Library District
FY2007-2008 General Fund Cash Flow

| DATE | CLAIM # | DESCRIPTION | CREDIT | DEBIT | BALANCE |
|----------|---------|--|------------|-----------|------------|
| 12/06/07 | 5062 | General by Library Director & Turner | | 18,438.41 | 239,944.47 |
| 12/10/07 | | 6690-00: State Homeowners #1 | 2,432.09 | | 638,633.03 |
| 12/12/07 | | 6210: Secured #2 | 399,687.78 | 999.22 | 644,069.29 |
| 12/12/07 | | 6280-00: Supplemental #5 | 5,436.26 | | 646,596.40 |
| 12/14/07 | | 6610:00 Interest Orange County Investment Pool | 2,577.35 | 50.24 | 643,301.83 |
| 12/17/07 | 5063 | General by 3 Trustee signatures | | 3,294.57 | 641,739.39 |
| 12/17/07 | 5064 | General by 3 Trustee signatures | | 1,562.44 | 635,503.62 |
| 12/17/07 | 5065 | General by 3 Trustee signatures | | 6,235.77 | 635,484.22 |
| 12/17/07 | 5066 | General by 3 Trustee signatures | | 19.40 | 588,012.22 |
| 12/17/07 | | Payroll #14 to wire January 2, 2008 | | 47,472.00 | 540,540.22 |
| 12/17/07 | | Payroll #15 to wire January 16, 2008 | | 47,472.00 | 493,068.22 |
| 12/17/07 | | Payroll #16 to wire January 30, 2008 | | 47,472.00 | 484,259.96 |
| 12/18/07 | 5067 | General by Library Director & Wood | | 8,808.26 | 803,900.48 |
| 12/20/07 | | 6210: Secured #3 | 320,441.62 | 801.10 | 799,439.51 |
| 12/26/07 | 5068 | General by Library Director & DeVecchio | | 4,460.97 | 799,442.29 |
| 12/27/07 | | 6610:00 Interest Bank of the West | 2.78 | | 805,269.53 |
| 12/27/07 | | 7670:00 Local Revenue, Fines & Fees | 5,827.24 | | 817,106.79 |
| 12/27/07 | | 7670:01 Local Revenue, Passport | 11,837.26 | | 814,699.93 |
| 01/05/08 | 5069 | General by Library Director & Shkoler | | 2,406.86 | 809,459.09 |
| 01/05/08 | 5070 | General by Library Director & Shkoler | | 5,240.84 | 722,268.85 |
| 01/15/08 | 5071 | General by 3 Trustee signatures | | 87,190.24 | 715,498.81 |
| 01/15/08 | 5072 | General by 3 Trustee signatures | | 6,770.04 | 713,473.00 |
| 01/15/08 | 5073 | General by 3 Trustee signatures | | 2,025.81 | 712,936.08 |
| 01/15/08 | 5074 | General by 3 Trustee signatures | | 536.92 | 707,795.90 |
| 01/15/08 | 5075 | General by 3 Trustee signatures | | 5,140.18 | 700,010.73 |
| 01/15/08 | 5076 | General by 3 Trustee signatures | | 7,785.17 | 698,708.84 |
| 01/15/08 | 5077 | General by 3 Trustee signatures | | 1,301.89 | 651,236.84 |
| 01/15/08 | | Payroll #17 to wire February 13, 2008 | | 47,472.00 | 603,764.84 |
| 01/15/08 | | Payroll #18 to wire February 27, 2008 | | 47,472.00 | 603,764.84 |
| | | | | | 603,764.84 |



Home > Property Tax Accounting

Property Tax Accounting

[Apportionment Schedule Letter]

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

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



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

[Apportionment Schedule Letter]

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Fund Balance Report for Funds on Deposit with the Orange County Treasurer
Post-Petition Balances (B/S Account 8010 - Cash)
 January 15, 2008

| Fiscal Year 2007-2008 | | | | | | | |
|-----------------------|-----------------|-------------|--------------|--------------|----------------|--------------|---------------|
| | Fund 702 | Fund 703 | Fund 706 | Fund 707 | Fund 708 | TOTAL | TOTAL |
| | Maj Equip/Struc | Auto Replac | Bond Redempt | General Fund | Sick Lv Payoff | ALL FUNDS | EXCL GEN FUND |
| 6/30/2007* | 143,300.29 | 11,282.78 | 179,951.58 | 1,099,907.16 | 11,009.55 | 1,445,451.36 | 345,544.20 |
| 7/31/2007 | 143,288.46 | 11,281.85 | 179,936.72 | 1,037,037.44 | 11,008.64 | 1,382,553.11 | 345,515.67 |
| 8/31/2007 | 144,541.01 | 11,380.47 | 181,509.63 | 850,500.39 | 11,104.87 | 1,199,036.37 | 348,535.98 |
| 9/30/2007 | 144,528.71 | 11,379.50 | 181,494.19 | 706,518.63 | 11,103.93 | 1,055,024.96 | 348,506.33 |
| 10/31/2007 | 145,803.61 | 11,479.88 | 183,095.17 | 614,387.66 | 11,201.88 | 965,968.20 | 351,580.54 |
| 11/30/2007 | 145,791.21 | 11,478.90 | 173,079.60 | 640,461.89 | 11,200.93 | 982,012.53 | 341,550.64 |
| 12/31/2007 | 147,059.93 | 11,578.79 | 184,672.81 | 1,175,090.44 | 11,298.40 | 1,529,700.37 | 354,609.93 |
| 1/31/2008 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 2/28/2008 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 3/31/2008 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 4/30/2008 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 5/31/2008 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 6/30/2008 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Petty Cash | 0.00 | 0.00 | 0.00 | 10,000.00 | 0.00 | 10,000.00 | 0.00 |
| General Reserves | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

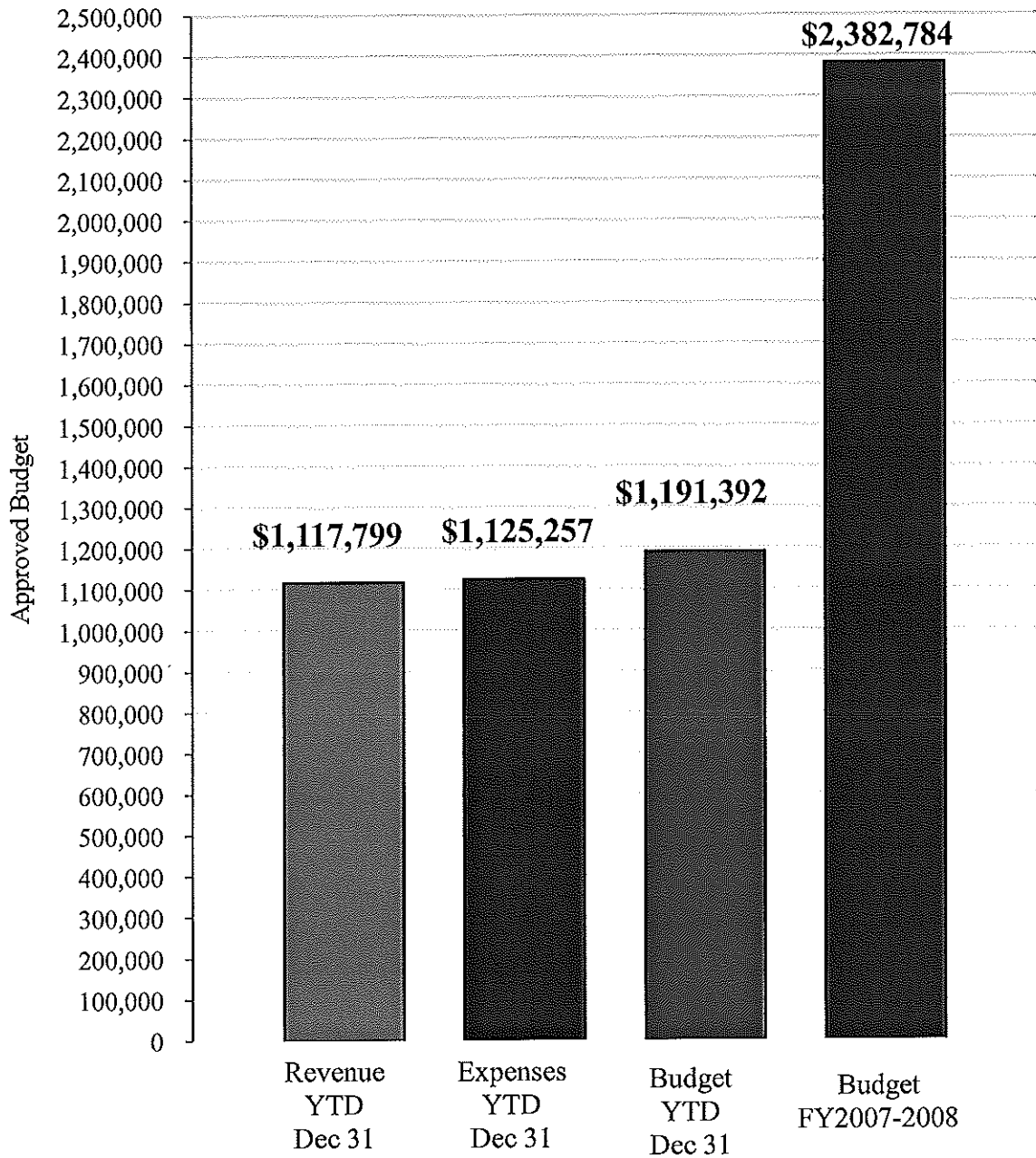
| Fiscal Year 2006-2007 | | | | | | | |
|-----------------------|-----------------|-------------|--------------|--------------|----------------|--------------|---------------|
| | Fund 702 | Fund 703 | Fund 706 | Fund 707 | Fund 708 | TOTAL | TOTAL |
| | Maj Equip/Struc | Auto Replac | Bond Redempt | General Fund | Sick Lv Payoff | ALL FUNDS | EXCL GEN FUND |
| 6/30/2006* | 113,529.06 | 10,736.71 | 171,242.25 | 1,070,109.11 | 10,476.72 | 1,376,093.85 | 305,984.74 |
| 07/31/06 | 113,971.05 | 10,778.51 | 171,908.95 | 1,027,689.84 | 10,517.51 | 1,334,865.86 | 307,176.02 |
| 08/31/06 | 114,419.01 | 10,820.87 | 172,584.63 | 839,652.60 | 10,558.85 | 1,148,035.96 | 308,383.36 |
| 09/30/06 | 114,887.46 | 10,865.18 | 173,291.22 | 750,624.35 | 10,602.08 | 1,060,270.29 | 309,645.94 |
| 10/31/06 | 115,364.52 | 10,910.29 | 174,010.80 | 545,230.76 | 10,646.10 | 856,162.47 | 310,931.71 |
| 11/30/06 | 115,836.48 | 10,954.92 | 174,722.68 | 627,854.80 | 10,689.65 | 940,058.53 | 312,203.73 |
| 12/31/06 | 116,326.09 | 11,001.23 | 175,461.19 | 1,034,744.25 | 10,734.83 | 1,348,267.59 | 313,523.34 |
| 01/31/07 | 116,316.17 | 11,000.29 | 175,446.22 | 978,426.84 | 10,733.91 | 1,291,923.43 | 313,496.59 |
| 02/28/07 | 117,314.54 | 11,094.71 | 176,952.11 | 933,463.67 | 10,826.04 | 1,249,651.07 | 316,187.40 |
| 03/31/07 | 117,305.50 | 11,093.86 | 176,938.48 | 820,992.07 | 10,825.21 | 1,137,155.12 | 316,163.05 |
| 04/30/07 | 142,218.47 | 11,187.07 | 178,425.10 | 1,283,067.88 | 10,916.16 | 1,625,814.68 | 342,746.80 |
| 05/31/07 | 142,207.33 | 11,186.15 | 178,410.37 | 1,266,963.01 | 10,915.26 | 1,609,682.12 | 342,719.11 |
| 06/30/07 | 143,300.29 | 11,282.78 | 179,951.58 | 1,099,907.16 | 11,009.55 | 1,445,451.36 | 345,544.20 |
| Petty Cash | 0.00 | 0.00 | 0.00 | 10,000.00 | 0.00 | 10,000.00 | 0.00 |
| General Reserves | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

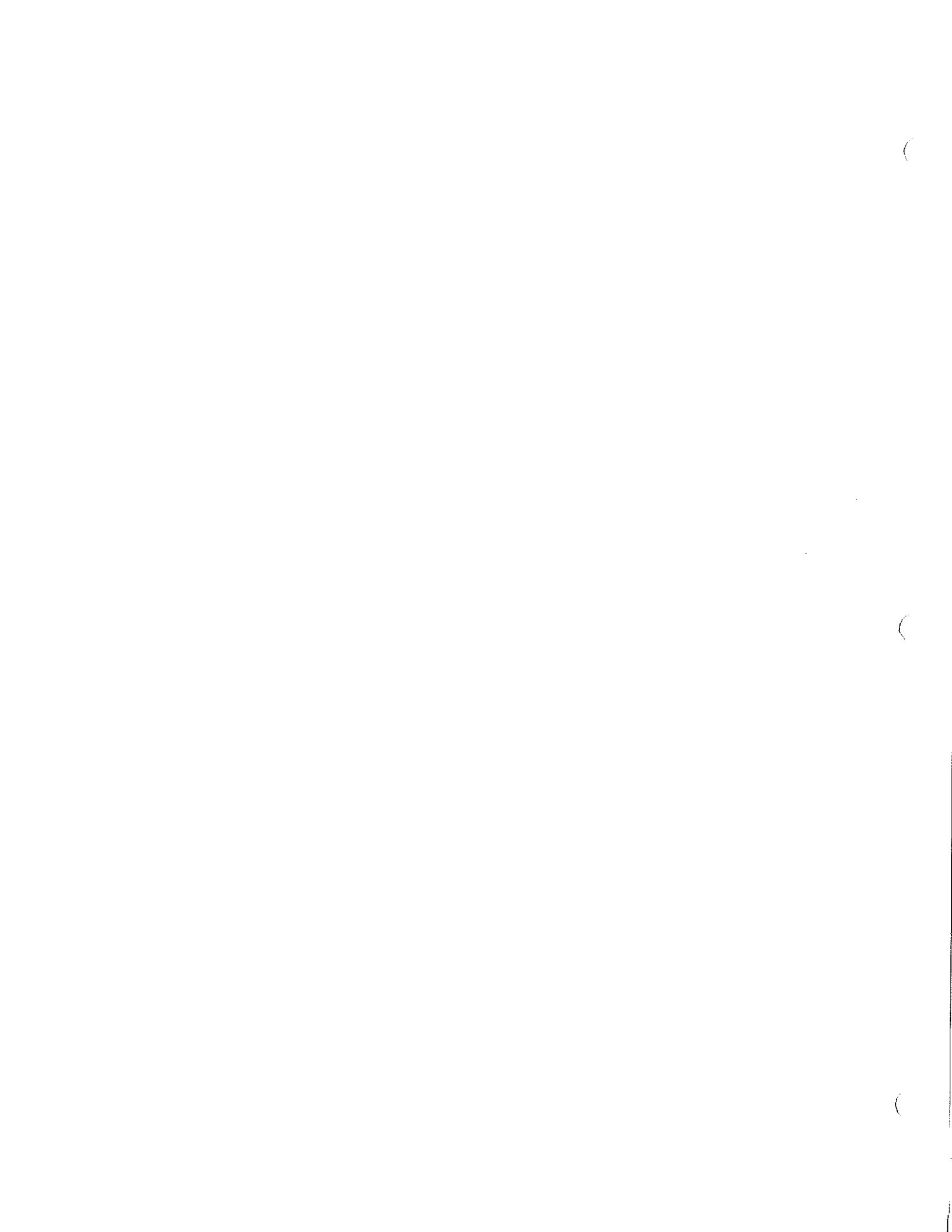
| Fiscal Year 2005-2006 | | | | | | | |
|-----------------------|-----------------|-------------|--------------|--------------|----------------|--------------|---------------|
| | Fund 702 | Fund 703 | Fund 706 | Fund 707 | Fund 708 | TOTAL | TOTAL |
| | Maj Equip/Struc | Auto Replac | Bond Redempt | General Fund | Sick Lv Payoff | ALL FUNDS | EXCL GEN FUND |
| 06/30/05 | 122,422.78 | 10,357.21 | 165,189.49 | 837,101.17 | 10,106.39 | 1,145,177.04 | 308,075.87 |
| 07/31/05 | 122,741.64 | 10,382.49 | 165,592.69 | 760,016.26 | 10,131.05 | 1,068,864.13 | 308,847.87 |
| 08/31/05 | 123,044.94 | 10,408.15 | 166,001.88 | 601,465.37 | 10,156.09 | 911,076.43 | 309,611.06 |
| 09/30/05 | 123,366.14 | 10,435.32 | 166,435.23 | 629,662.56 | 10,182.61 | 940,081.86 | 310,419.30 |
| 10/31/05 | 123,699.64 | 10,463.53 | 166,885.16 | 511,382.72 | 10,210.14 | 822,641.19 | 311,258.47 |
| 11/30/05 | 124,033.15 | 10,491.74 | 167,335.11 | 534,616.78 | 10,237.67 | 846,714.45 | 312,097.67 |
| 12/31/05 | 124,393.83 | 10,522.25 | 167,821.70 | 861,368.68 | 10,267.44 | 1,174,373.90 | 313,005.22 |
| 01/31/06 | 111,512.01 | 10,553.35 | 168,317.80 | 977,684.72 | 10,297.80 | 1,278,365.68 | 300,680.96 |
| 02/28/06 | 111,927.45 | 10,588.46 | 168,877.74 | 942,809.05 | 10,332.05 | 1,244,534.75 | 301,725.70 |
| 03/31/06 | 112,329.88 | 10,623.61 | 169,438.33 | 885,128.36 | 10,366.35 | 1,187,886.53 | 302,758.17 |
| 04/30/06 | 112,686.17 | 10,657.30 | 169,975.76 | 1,119,221.16 | 10,399.23 | 1,422,939.62 | 303,718.46 |
| 05/31/06 | 113,086.59 | 10,695.17 | 170,579.77 | 1,235,981.36 | 10,436.19 | 1,540,779.08 | 304,797.72 |
| 6/30/2006* | 113,529.06 | 10,736.71 | 171,242.25 | 1,070,109.11 | 10,476.72 | 1,376,093.85 | 305,984.74 |
| Petty Cash | 0.00 | 0.00 | 0.00 | 10,000.00 | 0.00 | 10,000.00 | 0.00 |
| General Reserves | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

PLACENTIA LIBRARY DISTRICT

Fiscal Year 2007 - 2008

General Fund Cash Flow





PLACENTIA LIBRARY DISTRICT
REVENUE REPORT FOR FUND 707
(Prepared from the Orange County Auditor's Report)
January 15, 2008

| OBJECT CODE | DESCRIPTION | FY2007-2008 BUDGETED | FY2007-2008 YTD | FY2006-2007 YTD | FY2007-2008 DEC 2007 | FY2006-2007 DEC 2006 | FY2007-2008 % REV BUD |
|-------------|--|----------------------|-----------------|-----------------|----------------------|----------------------|-----------------------|
| 6210-00 | Prop. Taxes - current secured | 1,665,302.00 | 157,318.30 | 662,895.85 | 720,129.40 | 479,016.09 | 9.45% |
| 6210-01 | Public Utility | 21,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| 6210-04 | Teeter Plan - current delinquent | 18,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| | TOTAL PROP. TAXES - CURRENT SECURED | 1,704,302.00 | 157,318.30 | 662,895.85 | 720,129.40 | 479,016.09 | 9.23% |
| 6220 | PROP. TAXES - CURRENT UNSECURED | 67,582.00 | 0.00 | 53,339.06 | 0.00 | 0.00 | 0.00% |
| 6230-00 | Prop. Taxes - Prior Secured | 17,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| 6230-01 | Prior year's secured final apportionment | 0.00 | 0.00 | 17,715.24 | 0.00 | 0.00 | 0.00% |
| 6230-02 | Secured prior years | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| 6230-03 | Tax deed land sales | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| 6230-04 | Teeter Plan buyout | 0.00 | 0.00 | 22,608.66 | 0.00 | 0.00 | 0.00% |
| 6230-10 | Release of impounds | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| 6230-11 | (1994 ERAF Refund) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| | TOTAL PROP. TAXES - PRIOR SECURED | 17,000.00 | 0.00 | 40,323.90 | 0.00 | 0.00 | 0.00% |
| 6240 | TOTAL PROP. TAXES PRIOR UNSECURED | 750.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| 6250 | TAXES - SPECIAL DISTRICT AUGMENTATION | 6,500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| 6260 | PENALTIES & COSTS ON DELINQUENT TAXES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| 6280-00 | Property taxes current supplemental | 55,250.00 | 2,990.08 | 22,270.42 | 5,436.26 | 7,237.01 | 5.41% |
| 6280-01 | Final supplemental for prior years | 0.00 | 0.00 | 13,895.25 | 0.00 | 0.00 | 0.00% |
| | TOTAL PROP. TAXES SUPPLEMENTAL - CURRENT | 55,250.00 | 2,990.08 | 36,165.67 | 5,436.26 | 7,237.01 | 5.41% |
| 6300 | PROP. TAXES SUPPLEMENTAL - PRIOR | 1,400.00 | 0.00 | 2,626.84 | 0.00 | 0.00 | 0.00% |
| 6540 | PENALTIES & COSTS ON DELINQUENT TAXES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| | TOTAL TAXES | 1,852,784.00 | 160,308.38 | 795,351.32 | 725,565.66 | 486,253.10 | 8.65% |

REVENUE REPORT FOR FUND 707
(Prepared from the Orange County Auditor's Report)
January 15, 2008

| OBJECT CODE | DESCRIPTION | FY2007-2008 BUDGETED | FY2007-2008 YTD | FY2006-2007 YTD | FY2007-2008 DEC 2007 | FY2006-2007 DEC 2006 | FY2007-2008 % REV BUD |
|--------------|---|----------------------|-----------------|-----------------|----------------------|----------------------|-----------------------|
| 6610-00 | Interest | 44,000.00 | 3,041.78 | 17,954.69 | 2,580.13 | 2,576.43 | 6.91% |
| 6610-01/02 | Interest - old bond fund | 0.00 | 51.59 | 3,698.76 | 0.00 | 0.00 | |
| 6610-23 | Interest on impounded taxes released | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| | TOTAL INTEREST | 44,000.00 | 3,093.37 | 21,653.45 | 2,580.13 | 2,576.43 | 7.03% |
| 6690 | STATE - HOMEOWNER PROP TAX RELIEF | 17,000.00 | 0.00 | 2,483.78 | 2,432.09 | 2,483.78 | 0.00% |
| 6970-00 | State - ILL & Direct Loan Reimbursement | 17,000.00 | 7,493.55 | 6,440.55 | 0.00 | 0.00 | 44.08% |
| 6970-01 | State - CA Foundation Funds | 35,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 6970-02 | State - CA Literacy Campaign | 57,000.00 | 0.00 | 30,000.00 | 0.00 | 0.00 | 0.00% |
| 6970-03 | State - LSTA Grant, HIS House | 0.00 | 0.00 | 9,864.00 | 0.00 | 0.00 | |
| 6970-04 | State - ELLI (English Language Intensive) Grant | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 6970-05 | State - Project Grants | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 6970-07 & 66 | State - Timber Yield Apport & ERAF Bailout | 10,000.00 | 0.00 | 11,873.00 | 0.00 | 1,614.00 | |
| | TOTAL STATE - OTHER GOVERNMENTAL | 119,000.00 | 7,493.55 | 58,177.55 | 0.00 | 1,614.00 | 6.30% |
| 7130-00 | BANKRUPTCY RECOVERY DISTRIBUTIONS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 7670-00 | Local Revenue | 80,000.00 | 17,239.04 | 27,177.30 | 5,827.24 | 5,748.05 | 21.55% |
| 7670-01 | Local Revenue -- Passport | 250,000.00 | 36,640.72 | 66,688.99 | 11,837.26 | 13,465.72 | 14.66% |
| 7670-02 & 56 | Local Revenue - Non-Gov't Grants & Gifts | 20,000.00 | 5,000.00 | 12,500.00 | 0.00 | 0.00 | |
| | TOTAL LOCAL REVENUE | 350,000.00 | 58,879.76 | 106,366.29 | 17,664.50 | 19,213.77 | 16.82% |
| 7680 | 6-MONTH EXPIRED (OUTLAWED) CHECKS | 0.00 | 0.00 | 8.90 | 0.00 | 8.90 | |
| 7810 | TRANSFER FROM/TO OTHER LIBRARY FUNDS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| | FUND 707 TOTAL | 2,382,784.00 | 229,775.06 | 984,041.29 | 748,242.38 | 512,149.98 | 9.64% |

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
January 15, 2008

| OBJECT CODE | DESCRIPTION | FY2007-2008 BUDGETED | FY2007-2008 YTD | FY2006-2007 YTD | FY2007-2008 DEC 2007 | FY2006-2007 DEC 2006 | FY2007-2008 % REV BUD |
|-------------|---|----------------------|-----------------|-----------------|----------------------|----------------------|-----------------------|
| 0100-00 | Salaries & Wages | 1,171,248 | 571,028.16 | 558,848.27 | 88,297.92 | 77,253.24 | 48.75% |
| 0200-00 | Retirement (Social Security & Pension Contribution) | 182,824 | 44,044.42 | 43,884.00 | 6,646.08 | 6,648.00 | 24.09% |
| 0301-00 | Unemployment Insurance | 0 | 0.00 | 125.00 | 0.00 | 0.00 | |
| 0306-00 | Health Insurance | 105,000 | 48,412.67 | 45,835.23 | 7,570.34 | 8,276.91 | 46.11% |
| 0308-00 | Dental Insurance | 11,000 | 5,668.27 | 5,499.00 | 952.46 | 934.00 | 51.53% |
| 0309-00 | Life Insurance | 1,000 | 4,038.01 | 931.63 | 583.49 | 106.78 | 403.80% |
| 0310-00 | Accidental Death & Dismemberment Insurance | 4,052 | 2,289.82 | 1,417.33 | 369.55 | 350.38 | 56.51% |
| 0319-00 | Vision Insurance | 2,550 | 1,066.83 | 1,499.92 | 173.89 | 259.20 | 41.84% |
| 0350 | Total Employee Insurance | 123,602 | 61,475.60 | 55,308.11 | 9,649.73 | 9,927.27 | 49.74% |
| | Workers Compensation - General | 8,000 | 2,041.00 | 17,688.24 | 0.00 | 0.00 | 25.51% |
| | TOTAL SALARIES & EMPLOYEE BENEFITS | 1,485,674 | 678,589.18 | 675,728.62 | 104,593.73 | 93,828.51 | 45.68% |
| 0700-00 | Communications - Telephone | 4,000 | 2,287.31 | 2,483.95 | 921.37 | 0.00 | 57.18% |
| 0700-01 | Communications - Modem/Fax | 5,200 | 2,854.13 | 2,907.88 | 553.23 | 128.95 | 54.89% |
| 0700-02 | Communications - Internet/Database | 3,800 | 495.06 | 0.00 | 0.00 | 0.00 | |
| 0700-05 | Communications - Cataloging & Acquisitions Vendor | 0 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 0700-07 | Communications - ELLI Grant | 0 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 0700-08 | Communications - Adult Literacy | 1,400 | 505.88 | 520.88 | 99.42 | 86.54 | 36.13% |
| | Total Communications | 14,400 | 6,142.38 | 5,912.71 | 1,574.02 | 215.49 | 42.66% |
| 0900-00 | Food - General Fund | 500 | 235.96 | 302.63 | 0.00 | 0.00 | 47.19% |
| 0900-07 | Food - ELLI Grant | 0 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 0900-08 | Food - Adult Literacy | 4,500 | 868.87 | 1,328.91 | 0.00 | 0.00 | 19.31% |
| 0090-09 | Food - Families for Literacy | 0 | 0.00 | 0.00 | 0.00 | 0.00 | |
| | Total Food | 5,000 | 1,104.83 | 1,631.54 | 0.00 | 0.00 | 22.10% |

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

January 15, 2008

| OBJECT CODE | DESCRIPTION | FY2007-2008 BUDGETED | FY2007-2008 YTD | FY2006-2007 YTD | FY2007-2008 DEC 2007 | FY2006-2007 DEC 2006 | FY2007-2008 % REV BUD |
|-------------|---|----------------------|-----------------|-----------------|----------------------|----------------------|-----------------------|
| 1000-00 | Household Expense | 15,000 | 7,594.49 | 12,815.78 | 2,079.69 | 512.32 | 50.63% |
| 1001-00 | Trash | 0 | 0.00 | 0.00 | 0.00 | 0.00 | |
| | Household and Trash | 15,000 | 7,594.49 | 12,815.78 | 2,079.69 | 512.32 | |
| 1100-00 | Insurance - Liability | 13,750 | 14,923.59 | 0.00 | 0.00 | 0.00 | 108.54% |
| 1300-00 | Maintenance of Equipment - General Fund (Other than Computer) | 7,500 | 3,475.18 | 2,554.50 | 125.00 | 220.00 | 46.34% |
| 1300-01 | Maintenance of Equipment - General Fund (Computer) | 37,500 | 18,000.00 | 13,300.00 | 0.00 | 0.00 | 48.00% |
| 1300-07 | Maintenance of Equipment - ELLI Grant | 0 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 1300-08 | Maintenance of Equipment - Adult Literacy | 500 | 898.00 | 1,048.50 | 0.00 | 0.00 | 179.60% |
| 1300-09 | Maintenance of Equipment - Families for Literacy | 0 | 0.00 | 0.00 | 0.00 | 0.00 | |
| | Total Maintenance of Equipment | 45,500 | 22,373.18 | 16,903.00 | 125.00 | 220.00 | 49.17% |
| | HVAC | 7,500 | 6,819.24 | 2,852.96 | 169.00 | 0.00 | 90.92% |
| | Carpet Cleaning | 2,750 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| | Groundskeeping, City of Placentia | 16,000 | 9,037.60 | 7,543.17 | 0.00 | 0.00 | 56.49% |
| | Plumbing | 2,500 | 2,298.76 | 422.58 | 431.56 | 0.00 | 91.95% |
| | Electrical | 7,000 | 6,371.02 | 1,273.00 | 0.00 | 0.00 | 91.01% |
| | Cleaning Service | 18,000 | 7,925.00 | 7,800.00 | 1,300.00 | 1,300.00 | 44.03% |
| | Locksmith | 1,000 | 0.00 | 73.50 | 0.00 | 0.00 | 0.00% |
| | Other (Includes Fire Alarm & Extinguishers) | 8,000 | 708.23 | 4,172.34 | 0.00 | 230.00 | 8.83% |
| | Total Maintenance of Building & Grounds | 62,750 | 33,159.85 | 24,137.55 | 1,900.56 | 1,530.00 | 52.84% |
| 1400-00 | Memberships - General Fund | 4,000 | 4,245.95 | 2,026.00 | 257.95 | 1,896.00 | 106.15% |
| 1600-07 | Memberships - ELLI Grant | 0 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 1600-08 | Memberships - Adult Literacy | 1,000 | 30.00 | 120.00 | 0.00 | 0.00 | 3.00% |
| 1600-09 | Memberships - Families for Literacy | 0 | 0.00 | 0.00 | 0.00 | 0.00 | |
| | Total Memberships | 5,000 | 4,275.95 | 2,146.00 | 257.95 | 1,896.00 | 85.52% |
| 1700-00 | Miscellaneous Expense - General Fund | 0 | 0.00 | 0.00 | 0.00 | 0.00 | #DIV/0! |
| 1700-07 | Miscellaneous Expense - ELLI Grant | 0 | 0.00 | 0.00 | 0.00 | 0.00 | #DIV/0! |
| 1700-08 | Miscellaneous Expense - Adult Literacy | 0 | 0.00 | 0.00 | 0.00 | 0.00 | #DIV/0! |
| 1700-09 | Miscellaneous Expense - Families for Literacy | 0 | 0.00 | 0.00 | 0.00 | 0.00 | #DIV/0! |
| | Total Miscellaneous Expense | 0 | 0.00 | 0.00 | 0.00 | 0.00 | #DIV/0! |

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
January 15, 2008

| OBJECT CODE | DESCRIPTION | FY2007-2008 BUDGETED | FY2007-2008 YTD | FY2006-2007 YTD | FY2007-2008 DEC 2007 | FY2006-2007 DEC 2006 | FY2007-2008 % REV BUD |
|-------------|--|----------------------|-----------------|-----------------|----------------------|----------------------|-----------------------|
| 1800-00 | Library Supplies | 22,000 | 23,403.30 | 7,950.41 | 2,757.30 | 0.00 | 106.38% |
| | Printing | 14,000 | 17,014.95 | 4,222.29 | 205.46 | 107.58 | 121.54% |
| | [Unassigned] | 0 | 0.00 | 0.00 | 0.00 | 0.00 | |
| | Publications | 1,100 | 786.00 | 45.00 | 0.00 | 0.00 | 71.45% |
| | Paper | 700 | 632.53 | 0.00 | 0.00 | 0.00 | 90.36% |
| | Drinking Water Service | 350 | 194.00 | 192.00 | 33.00 | 32.00 | 55.43% |
| | Other Office Supplies | 20,000 | 11,176.62 | 5,460.64 | 345.21 | 529.22 | 55.88% |
| | Total Office Supply Expense - General Fund | 58,150 | 53,207.40 | 17,870.34 | 3,340.97 | 668.80 | 91.50% |
| 1800-07 | ELLI Grant Supply Expense | 0 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 1800-08 | Printing | 2,000 | 1,663.24 | 124.99 | 0.00 | 0.00 | 83.16% |
| | Publications | 2,500 | 213.00 | 308.80 | 0.00 | 0.00 | 8.52% |
| | Paper | 0 | 0.00 | 0.00 | 0.00 | 0.00 | |
| | Other Office Supplies | 3,000 | 2,885.54 | 7,589.46 | 0.00 | 0.00 | 96.18% |
| | Total Adult Literacy Office Supply Expense | 7,500 | 4,761.78 | 8,023.25 | 0.00 | 0.00 | 63.49% |
| 1800-09 | Supply Expense Families for Literacy | 2,000 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| | Total Office Expense | 67,650 | 57,969.18 | 25,893.59 | 3,340.97 | 668.80 | 85.69% |
| 1803-00 | Postage Expense - General Fund | 6,800 | 3,070.51 | 2,749.09 | 508.20 | 0.00 | 45.15% |
| 1803-01 | Postage Expense - LSCA II Grant | 0 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 1803-08 | Postage Expense - Adult Literacy | 100 | 150.00 | 0.00 | 0.00 | 0.00 | 150.00% |
| 1803-09 | Postage Expense - Families for Literacy | 0 | 0.00 | 0.00 | 0.00 | 0.00 | |
| | Total Postage Expense | 6,900 | 3,220.51 | 2,749.09 | 508.20 | 0.00 | 46.67% |

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
January 15, 2008

| OBJECT CODE | DESCRIPTION | FY2007-2008 BUDGETED | FY2007-2008 YTD | FY2006-2007 YTD | FY2007-2008 DEC 2007 | FY2006-2007 DEC 2006 | FY2007-2008 % REV BUD |
|-------------|---|----------------------|-----------------|-----------------|----------------------|----------------------|-----------------------|
| | Employee Assistance Program | 1,200 | 239.36 | 175.00 | 0.00 | 0.00 | 19.95% |
| | Pension Contribution & Operating Expenses | 11,000 | 6,662.30 | 5,639.90 | 4,348.52 | 0.00 | 60.57% |
| | Anaheim Consortium Automated Library System | 32,000 | 1,121.96 | 0.00 | 0.00 | 0.00 | 3.51% |
| | Library Board Consultants & Legal | 10,000 | 9,440.00 | 960.95 | 5,250.00 | 0.00 | 94.40% |
| | Clipping Service | 600 | 270.00 | 180.00 | 90.00 | 45.00 | 45.00% |
| | Interest Allocation & Tax Collection Charges by Orange County | 10,000 | 4,327.97 | 11,171.25 | 393.30 | 1,197.54 | 43.28% |
| | Advertising & Marketing (Including WEB Site) | 5,000 | 3,435.99 | 2,035.00 | 515.08 | 0.00 | 68.72% |
| | Medical Exams | 2,000 | 1,882.00 | 1,552.50 | 0.00 | 0.00 | 94.10% |
| | Collection Services - Accounts Receivable | 2,000 | 689.15 | 653.10 | 0.00 | 0.00 | 34.46% |
| | Audit & Accounting Services | 10,000 | 6,911.66 | 7,536.40 | 0.00 | 5,974.40 | 69.12% |
| | Payroll Preparation | 5,500 | 3,894.83 | 2,057.96 | 669.52 | 0.00 | 70.82% |
| | Election Expenses | 0 | 0.00 | 0.00 | 0.00 | 0.00 | |
| | Staff Training in Library | 4,000 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| | Other (Includes Contract Storyteller & OCLC) | 14,000 | 6,844.41 | 7,949.95 | 3,539.05 | 0.00 | 48.89% |
| 1900-00 | Total Specialized Services - General Fund | 107,300 | 45,719.63 | 39,912.01 | 14,805.47 | 7,216.94 | 42.61% |
| 1900-01 | Specialized Services - Spanish Literacy | 5,000 | 2,934.76 | 2,963.91 | 201.04 | 2,080.84 | 58.70% |
| 1900-07 | Specialized Services - ELLI Grant | 0 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 1900-08 | Specialized Services - Adult Literacy | 14,000 | 13,495.02 | 2,900.00 | 6,298.17 | 0.00 | 96.39% |
| 1900-09 | Specialized Services - Families for Literacy | 0 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 1900-18 | Tax Collection Services & Fees by Orange County | 9,000 | 0.00 | 133.35 | 0.00 | 0.00 | 0.00% |
| | Total Specialized Services | 135,300 | 62,149.41 | 45,909.27 | 21,304.68 | 9,297.78 | 45.93% |
| 1912-00 | Investment Administrative fees for Orange County | 3,000 | 348.57 | 2,216.78 | 57.21 | 49.07 | 11.62% |
| 2000-00 | Legal Notices - General Fund | 1,000 | 489.24 | 517.72 | 0.00 | 0.00 | 48.92% |
| 2000-01 | Legal Notices - LSCA II Grant | 0 | 0.00 | 0.00 | 0.00 | 0.00 | |
| | Total Legal Notices | 1,000 | 489.24 | 517.72 | 0.00 | 0.00 | 48.92% |

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
January 15, 2008

| OBJECT CODE | DESCRIPTION | FY2007-2008 BUDGETED | FY2007-2008 YTD | FY2006-2007 YTD | FY2007-2008 DEC 2007 | FY2006-2007 DEC 2006 | FY2007-2008 % REV BUD |
|-------------|--|----------------------|-----------------|-----------------|----------------------|----------------------|-----------------------|
| 2100-00 | Rents/Leases-Equipment | 1,800 | 684.63 | 667.14 | 186.23 | 12.95 | 38.04% |
| 2200-00 | Semi-Annual Bond Payment & Quarterly Energy Loan Payment | 110,300 | 59,365.94 | 59,365.94 | 0.00 | 0.00 | 53.82% |
| 2300-00 | Small Tools/Instruments | 0 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 2400-00 | Special Department Expense - Miscellaneous | 0 | 0.00 | 3,497.44 | 0.00 | 0.00 | |
| 2400-01 | Special Department Expense- Books | 245,760 | 38,766.23 | 20,710.20 | 0.00 | 0.00 | |
| 2400-02 | Special Department Expense - Video | | 6,350.93 | 10,689.66 | 710.92 | 0.00 | |
| 2400-03 | Special Department Expense - Electronic | | 27,974.56 | 16,555.25 | 937.00 | (4,356.25) | |
| 2400-04 | Special Department Expense - Periodicals | | 7,836.69 | 6,149.45 | 109.20 | 0.00 | |
| 2400-05 | Special Department Expense - Audio | | 6,880.80 | 9,640.45 | 358.40 | 0.00 | |
| 2400-07 | Special Department Expense - ELLI Grant | | 408.05 | 0.00 | 0.00 | 0.00 | |
| 2400-08 | Special Department Expense - Adult Literacy | 2,000 | 718.44 | 348.40 | 0.00 | 0.00 | 35.92% |
| 2400-09 | Special Department Expense - Families for Literacy | | 0.00 | 0.00 | 0.00 | 0.00 | |
| | Total Special Department Expense | 247,760 | 88,935.70 | 67,590.85 | 2,115.52 | (4,356.25) | 35.90% |
| 2600-00 | Transportation/Travel - Local Mileage | 2,500 | 824.52 | 1,074.49 | 426.21 | 30.71 | |
| 2700-00 | Transportation/Travel - Meetings, Staff Out of Town | 10,500 | 6,698.06 | 6,760.04 | 2,181.21 | 125.40 | 63.79% |
| 2700-01 | Transportation/Travel - Meetings, Staff Local | 7,500 | 1,789.92 | 3,255.87 | 55,332.46 | 199.00 | 23.87% |
| 2700-02 | Transportation/Travel - Meetings, Board Out of Town | 3,000 | 2,074.97 | 569.70 | 0.00 | 0.00 | 69.17% |
| 2700-03 | Transportation/Travel - Meetings, Board Local | 1,500 | 2,935.80 | 83.00 | 14.00 | 0.00 | 195.72% |
| 2700-04 | Transportation/Travel - Meetings, LSCA II Grant | 0 | 0.00 | 0.00 | 0.00 | 0.00 | #DIV/0! |
| 2700-07 | Transportation/Travel - Meetings, ELLI Grant | 0 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 2700-08 | Transportation/Travel - Meetings - Adult Literacy | 1,000 | 153.40 | 503.40 | 18.00 | 0.00 | |
| 2700-09 | Transportation/Travel - Meetings - Families for Literacy | 0 | 0.00 | 0.00 | 0.00 | 0.00 | |
| | Total Transportation/Travel - Meetings | 23,500 | 13,652.15 | 11,172.01 | 57,545.67 | 324.40 | 58.09% |
| 2801-00 | Electricity | 65,000 | 32,435.37 | 32,415.07 | 0.00 | 0.00 | 49.90% |
| 2802-00 | Gas | 9,000 | 4,151.90 | 4,332.60 | 982.87 | 587.99 | 46.13% |
| 2803-00 | Water | 6,000 | 3,455.26 | 3,234.23 | 477.32 | 429.99 | 57.59% |
| | Total Utilities | 80,000 | 40,042.53 | 39,981.90 | 1,460.19 | 1,017.98 | 50.05% |
| | TOTAL SUPPLIES & SERVICES | 841,110 | 417,503.65 | 320,800.00 | 92,882.10 | 11,419.25 | 49.64% |

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
January 15, 2008

| OBJECT CODE | DESCRIPTION | FY2007-2008 BUDGETED | FY2007-2008 YTD | FY2006-2007 YTD | FY2007-2008 DEC 2007 | FY2006-2007 DEC 2006 | FY2007-2008 % REV BUD |
|-------------|---|----------------------|-----------------|-----------------|----------------------|----------------------|-----------------------|
| 3700-00 | Taxes, Assessments (Sales Tax & Sewer Assessment) | 6,000 | 2,307.62 | 4,594.75 | 0.00 | 0.00 | 38.46% |
| 4000-00 | Equipment - General Fund | 50,000 | 21,630.32 | 25,291.00 | 3,143.17 | 721.38 | 43.26% |
| 4000-07 | Equipment - ELLI Grant | 0 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 4000-08 | Equipment - Adult Literacy | 0 | 5,225.88 | 0.00 | 0.00 | 0.00 | |
| 4000-09 | Equipment - Families for Literacy | 0 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 4000-11 | Equipment - County Assigned Fund | 0 | 0.00 | 0.00 | 0.00 | 0.00 | |
| | Total Equipment | 50,000 | 26,856.20 | 25,291.00 | 3,143.17 | 721.38 | 53.71% |
| 4200-00 | Structures/Improvements | 0 | 0.00 | 0.00 | 0.00 | 0.00 | |
| | TOTAL EQUIPMENT EXPENSE | 50,000 | 26,856.20 | 25,291.00 | 3,143.17 | 721.38 | 53.71% |
| 5200 | PROVISION FOR CONTINGENCIES | 0 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 5600 | INVESTMENT POOL LOSS | 0 | 0.00 | 0.00 | 0.00 | 0.00 | |
| | TOTAL EXPENSES | 2,382,784 | 1,125,256.65 | 1,026,414.37 | 200,619.00 | 105,969.14 | 47.22% |
| | Spanish Literacy | 5,000 | 2,934.76 | 2,963.91 | 201.04 | 2,080.84 | 58.70% |
| | ELLI Grant Summary Object Code 07 | 0 | 408.05 | 0.00 | 0.00 | 0.00 | |
| | CLC Summary Object Code 08 | 32,000 | 26,807.27 | 14,793.34 | 6,415.59 | 86.54 | 83.77% |
| | FFL Grant Summary Object Code 09 | 2,000 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| | TOTAL LITERACY (Excluding Personnel) | 39,000 | 30,150.08 | 17,757.25 | 6,616.63 | 2,167.38 | 77.31% |

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees

FROM: Wendy Goodson, Administrative Services Manager *WGT*

SUBJECT: Request to transfer \$5,000.00 from County Exempt Savings Account to County Exempt Checking Account

DATE: January 15, 2008

BACKGROUND

The County Exempt Checking Account is the bank account used to fund programs such as Passport Expenses and Medical Reimbursement Policy as approved by the Board of Trustees. This checking account requires a reimbursement from the County Exempt Savings Account to conform with library and bank funding requirements.

RECOMMENDATION

Approve the transfer of \$5,000.00 from the County Exempt Savings Account to the County Exempt Checking.

Prepared by: Wendy Goodson



2007-11-15

The New Role for Council Members in the Audit Process

November 2007

by Michael Moreland and Dennis Kneier

Michael Moreland is managing partner of Moreland & Associates, Inc., a statewide accounting firm specializing in serving public agencies, and can be reached at MMoreland@moreland-assoc.com. Dennis Kneier is a council member for the City of San Marino and a certified public accountant and can be reached at dkneier@soocal.rr.com.

Beginning in FY 2007-08, auditors of California cities must comply with the requirements of the Statement on Auditing Standards No. 114, "The Auditor's Communication With Those Charged Institute of Certified Public Accountants (AICPA) and apply to all industries in connection with a financial statement audit. SAS No. 114 is one of a series of statements intended to improve the auditing With Governance." Statements on Auditing Standards (SASs) are issued by the American process as a result of perceived audit failures in connection with companies such as Enron. The statements are also an attempt to narrow the "expectation gap" between the CPAs' understanding of the services they provide and the public's expectation of those services.

Understanding the Distinction Between Governance And Management

SAS No. 114 distinguishes between those charged with governance versus management. Those charged with governance are the people responsible for overseeing the strategic direction of the entity and its obligations related to accountability, including overseeing the financial reporting process. Management includes the people responsible for achieving the objectives of the entity, with the authority to establish policies and make decisions by which those objectives are to be pursued. Management is responsible for the financial statements, including designing, implementing and maintaining effective internal control over financial reporting.

In large companies, such as General Motors, there is a big distinction between those charged with governance and those responsible for management. As defined here, members of the board of directors oversee the strategic direction of the company including the financial reporting process. Appointment to the General Motors board of directors is reserved for individuals who bring specific talents that have been identified as necessary to carry out the board's responsibilities. In smaller businesses, such as a restaurant or an insurance agency, those charged with governance and management are frequently the same person or small group of people.

In a California city, the city council members are "those charged with governance," and the city manager and his or her management group are "management." They are always two separate groups. To be elected to the city council, the candidate must meet residency and age requirements and receive the most votes. While many city council members possess the skills necessary to oversee the financial reporting process, there is no requirement for them or the city council as a group to have that skill set. On the other hand, the city council requires management to have the skills necessary to achieve the goals of the city, including designing, implementing and maintaining effective internal control over financial reporting.

Understanding the Auditing Process

Because governance is a collective responsibility, a subgroup of the city council, such as an audit committee or even an individual, may be charged with specific tasks to help the city council meet its financial reporting oversight responsibilities. Each city council hires a CPA firm to perform the annual audit. If a city council does not have the necessary skills to carry out its oversight responsibilities, the council may hire a second CPA firm to assist them in meeting their SAS No. 114 responsibilities. They cannot use the same CPA firm for both duties.

Although city council members are not required to have the skills necessary to oversee the financial reporting process in order to get elected, the city council nevertheless must have these skills to carry out the responsibilities of those charged with governance. Therefore, the city council's choices are to hire a second CPA firm to assist them or to identify someone on the council who can be trained to fulfill these responsibilities. Most city councils are likely to choose the latter option.

As indicated previously, the auditor has a responsibility under SAS No. 114 to report to those charged with governance in connection with the annual audit of the city's financial statements and:

- Communicate the responsibilities of the auditor in relation to the financial statement audit and provide an overview of the scope and timing of the audit;
- Obtain information relevant to the audit from those charged with governance; and
- Provide the city council with timely observations arising from the audit that are relevant to their responsibilities in overseeing the financial reporting process.

- SAS No. 114 focuses primarily on communications from the auditor to those charged with governance. However, effective two-way communication is also very important in assisting:
- The auditor and those charged with governance in understanding matters related to the audit in context and in developing a constructive working relationship;
- The auditor in obtaining information relevant to the audit from those charged with governance; and
- Those charged with governance in fulfilling their responsibility to oversee the financial reporting process, thereby improving their understanding of the city's financial position and reducing the risks of material misstatement of the financial statements.

If the auditor believes that the two-way communications with the city council are inadequate, he or she may modify the auditor's opinion on the basis of a scope limitation or even withdraw from the engagement. Neither of these options is acceptable in the public sector.

Therefore, it is important for council members to understand the new requirements of their auditors imposed by SAS No. 114. It is also important for city councils to identify those members with the skills necessary to provide the required two-way communication with their auditors.

League Training Provides Needed Skills

A practical way to gain the skills necessary to meet these responsibilities is to sign up for League-sponsored training that prepares city council members to more effectively oversee the financial reporting process and establish good two-way communications with their auditors. This training will be offered as part of the New Mayors and Council Members Academy, Jan. 16-18, 2008, at the Hyatt Regency in Sacramento (online registration is available at www.cacities.org/events).

The League training addresses such questions as:

- What are the requirements for an annual audit?
- What is included in the annual audit process?
- How does the city council evaluate the results of the annual audit?
- What are the city council's responsibilities in connection with the annual audit?
- How does the city council carry out its responsibilities in connection with the annual audit process?
- How does the city council oversee the financial reporting process?
- Why can't the city council's responsibilities be delegated to management?
- How does the city council evaluate management's performance in designing, implementing and maintaining effective internal control over financial reporting?
- What types of services provided by the independent auditor may lead to a lack of independence or the appearance of a lack of independence?

These are the same issues the city council will need to discuss with their auditors on an annual basis.

Many city council members may be concerned about how to address these issues because they do not believe they have the necessary background or education. That is why the League training is so important. Serving on a city council has the same responsibilities as serving on the board of directors of a company. It is critical for the city council to identify those members who, with additional training, are capable of addressing all of these issues on behalf of the entire council.

After one or more members of the city council complete the training program, the entire city council will be much more comfortable dealing with their independent auditors. Future changes in the audit process or changes in the responsibilities of the city council can be provided by the city's independent auditors.

1:59 PM
01/10/08
Accrual Basis

**Placentia Library District
Balance Sheet
As of December 31, 2007**

| | <u>Dec 31, 07</u> |
|--|----------------------------|
| ASSETS | |
| Current Assets | |
| Checking/Savings | |
| County Exempt - Checking | 2,890.82 |
| County Exempt - Savings | 17,535.47 |
| General Fund - Checking | 2,622.63 |
| General Fund - Savings | 7,308.42 |
| Literacy Fund - Savings | 14,244.65 |
| Payroll Checking - Wells Fargo | 19,540.89 |
| Payroll Checking (CDs) 0028205565 | <u>23,624.58</u> |
| Total Payroll Checking (CDs) | <u>23,624.58</u> |
| Total Checking/Savings | <u>87,767.46</u> |
| Total Current Assets | <u>87,767.46</u> |
| Fixed Assets | |
| Building and Improvements | 2,029,651.00 |
| Equipment and Furniture | 626,490.00 |
| Land | 81,498.00 |
| xAccum Depr Bldg Impr | -914,597.00 |
| xxAccum Depr Equip Furn | <u>-584,086.00</u> |
| Total Fixed Assets | <u>1,238,956.00</u> |
| TOTAL ASSETS | <u><u>1,326,723.46</u></u> |
| LIABILITIES & EQUITY | |
| Liabilities | |
| Current Liabilities | |
| Other Current Liabilities | |
| Curr Portion capital lease | 20,231.00 |
| Curr Portion La Salle | 94,952.00 |
| Union Dues Payable | <u>1,496.00</u> |
| Total Other Current Liabilities | <u>116,679.00</u> |
| Total Current Liabilities | <u>116,679.00</u> |
| Long Term Liabilities | |
| Capital lease payable | 147,971.62 |
| LaSalle renovatio lease | <u>144,932.12</u> |
| Total Long Term Liabilities | <u>292,903.74</u> |
| Total Liabilities | <u>409,582.74</u> |
| Equity | |
| GF 707 Lease payments/loan | 72,448.09 |
| Investment in capital assets | 825,653.00 |
| Retained Earnings | -47,816.55 |
| Total Capital | <u>68,737.80</u> |
| Net Income | <u>-1,221.93</u> |
| Total Equity | <u>917,800.41</u> |
| TOTAL LIABILITIES & EQUITY | <u><u>1,327,383.15</u></u> |

*As required by Government Code Section 53646(b)(1):
The Placentia Library District is in compliance with its investment policy,
The Placentia Library District meets its expenditure requirements for 6 months,
The Placentia Library District investment account is held by California National Bank, original purchase date Jan 27, 2003; maturity
date April 27, 2008.*

1:53 PM

01/10/08

Accrual Basis

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

| | County Exempt Fund | General Fund | Literacy Fund | Payroll Fund | Unclassified | TOTAL |
|---------------------------------|--------------------|-------------------|---------------|-------------------|--------------|-------------------|
| Ordinary Income/Expense | | | | | | |
| Income | | | | | | |
| COE Directors Fund (Friends) | 1,500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,500.00 |
| COE Friends - Summer Reading | 5,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 5,000.00 |
| COE Friends Adult Programming | 2,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,000.00 |
| COE Interest | 67.10 | 0.00 | 0.00 | 0.00 | 0.00 | 67.10 |
| COE Life Insur Suplmt(EDM) | 259.22 | 0.00 | 0.00 | 0.00 | 0.00 | 259.22 |
| COE Meeting Room Income | 2,872.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,872.00 |
| COE Miscellaneous Income | 4.50 | 0.00 | 0.00 | 0.00 | 0.00 | 4.50 |
| COE Passport Chck Reimbursement | 23,426.85 | 0.00 | 0.00 | 0.00 | 0.00 | 23,426.85 |
| COE Staff Appreciation Reimb | 480.00 | 0.00 | 0.00 | 0.00 | 0.00 | 480.00 |
| COE Test Proctoring Income | 1,048.80 | 0.00 | 0.00 | 0.00 | 0.00 | 1,048.80 |
| GF Bankcard Deposit | 0.00 | 33,205.40 | 0.00 | 0.00 | 0.00 | 33,205.40 |
| GF Cash Register - Childrens | 0.00 | 335.00 | 0.00 | 0.00 | 0.00 | 335.00 |
| GF Cash Register - Copy/Debit | 0.00 | 284.46 | 0.00 | 0.00 | 0.00 | 284.46 |
| GF Cash Register - Fines | 0.00 | 11,896.84 | 0.00 | 0.00 | 0.00 | 11,896.84 |
| GF Cash Register - Lost Items | 0.00 | 1,004.40 | 0.00 | 0.00 | 0.00 | 1,004.40 |
| GF Cash Register - Misc. | 0.00 | 859.60 | 0.00 | 0.00 | 0.00 | 859.60 |
| GF cash register - Passport Pho | 0.00 | 13,627.00 | 0.00 | 0.00 | 0.00 | 13,627.00 |
| GF Cash Register - Reserves | 0.00 | 1,036.73 | 0.00 | 0.00 | 0.00 | 1,036.73 |
| GF Copier coinbox | 0.00 | 1,553.67 | 0.00 | 0.00 | 0.00 | 1,553.67 |
| GF County Reimbursements | 0.00 | 6,358.91 | 0.00 | 0.00 | 0.00 | 6,358.91 |
| GF Deposit Correction Income | 0.00 | 254.00 | 0.00 | 0.00 | 0.00 | 254.00 |
| GF Fed Work Study Reimbursement | 0.00 | 8,052.59 | 0.00 | 0.00 | 0.00 | 8,052.59 |
| GF Interest | 0.00 | 119.60 | 0.00 | 0.00 | 0.00 | 119.60 |
| GF Miscellaneous Income | 0.00 | 1,259.05 | 0.00 | 0.00 | 0.00 | 1,259.05 |
| GF Non Government Grant | 0.00 | 10,340.07 | 0.00 | 0.00 | 0.00 | 10,340.07 |
| GF Notary | 0.00 | 2,177.00 | 0.00 | 0.00 | 0.00 | 2,177.00 |
| GF Passport Revenue | 0.00 | 79,761.34 | 0.00 | 0.00 | 0.00 | 79,761.34 |
| GF State Library Grants | 0.00 | 5,000.00 | 0.00 | 0.00 | 0.00 | 5,000.00 |
| GF State Library Reimbursements | 0.00 | 7,493.55 | 0.00 | 0.00 | 0.00 | 7,493.55 |
| LIT Donations | 0.00 | 0.00 | 585.91 | 0.00 | 0.00 | 585.91 |
| LIT Interest Inc - Savings | 0.00 | 0.00 | 56.98 | 0.00 | 0.00 | 56.98 |
| PA Wire Transfer from County | 0.00 | 0.00 | 0.00 | 627,136.00 | 0.00 | 627,136.00 |
| Total Income | 36,658.47 | 184,619.21 | 642.89 | 627,136.00 | 0.00 | 849,056.57 |
| Expense | | | | | | |
| COE Bank fees | 15.50 | 0.00 | 0.00 | 0.00 | 0.00 | 15.50 |
| COE Childn's Strytime (Friends) | 400.00 | 0.00 | 0.00 | 0.00 | 0.00 | 400.00 |
| COE Childn's Summer Rdnng Prgm | 3,265.60 | 0.00 | 0.00 | 0.00 | 0.00 | 3,265.60 |
| COE Friend's Director's Fund | 698.61 | 0.00 | 0.00 | 0.00 | 0.00 | 698.61 |
| COE Friends Adlt Prgrm Expense | 422.26 | 0.00 | 0.00 | 0.00 | 0.00 | 422.26 |
| COE Life Insurance payment | 651.95 | 0.00 | 0.00 | 0.00 | 0.00 | 651.95 |
| COE Medical Reimbursement Polic | 1,866.19 | 0.00 | 0.00 | 0.00 | 0.00 | 1,866.19 |
| COE Meeting Room Maintenance | 1,144.76 | 0.00 | 0.00 | 0.00 | 0.00 | 1,144.76 |
| COE Passport Expenses | 24,677.50 | 0.00 | 0.00 | 0.00 | 0.00 | 24,677.50 |
| COE Staff Appreciation | 740.02 | 0.00 | 0.00 | 0.00 | 0.00 | 740.02 |
| GF Advertising Expense | 0.00 | 47.33 | 0.00 | 0.00 | 0.00 | 47.33 |
| GF Bank Fees | 0.00 | 28.00 | 0.00 | 0.00 | 0.00 | 28.00 |
| GF Bank Return Check Item/Fees | 0.00 | 158.00 | 0.00 | 0.00 | 0.00 | 158.00 |
| GF Bankcard Service Charge | 0.00 | 1,422.59 | 0.00 | 0.00 | 0.00 | 1,422.59 |
| GF Equipment (400) | 0.00 | 927.34 | 0.00 | 0.00 | 0.00 | 927.34 |
| GF Food | 0.00 | 20.82 | 0.00 | 0.00 | 0.00 | 20.82 |
| GF Household Expenses | 0.00 | 122.76 | 0.00 | 0.00 | 0.00 | 122.76 |
| GF Library Materials - Audio V | 0.00 | 85.00 | 0.00 | 0.00 | 0.00 | 85.00 |
| GF Literacy | 0.00 | 1,185.24 | 0.00 | 0.00 | 0.00 | 1,185.24 |
| GF Office Expense | 0.00 | 1,199.35 | 0.00 | 0.00 | 0.00 | 1,199.35 |
| GF Patron Credit | 0.00 | 13.90 | 0.00 | 0.00 | 0.00 | 13.90 |
| GF Postage | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| GF Transfer to COE | 0.00 | 12,384.65 | 0.00 | 0.00 | 0.00 | 12,384.65 |
| GF Transfer to GF Savings | 0.00 | 21,837.59 | 0.00 | 0.00 | 0.00 | 21,837.59 |
| GF Transfers to County | 0.00 | 150,780.04 | 0.00 | 0.00 | 0.00 | 150,780.04 |
| GF Travel CLC Grant | 0.00 | 341.20 | 0.00 | 0.00 | 0.00 | 341.20 |
| GF Travel Literacy | 0.00 | 71.40 | 0.00 | 0.00 | 0.00 | 71.40 |
| GF Travel Staff | 0.00 | 720.97 | 0.00 | 0.00 | 0.00 | 720.97 |
| GF Travel Trustees | 0.00 | 119.00 | 0.00 | 0.00 | 0.00 | 119.00 |
| PA Empl 457 Plan Contribution | 0.00 | 0.00 | 0.00 | 42,154.92 | 0.00 | 42,154.92 |
| PA Empl Optional Benefit | 0.00 | 0.00 | 0.00 | 885.00 | 0.00 | 885.00 |
| PA Employee 126 Co-Pay | 0.00 | 0.00 | 0.00 | 2,529.25 | 0.00 | 2,529.25 |
| PA Employee Life Insurance | 0.00 | 0.00 | 0.00 | 259.22 | 0.00 | 259.22 |
| PA Payroll Processing Fees | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| PA Payroll Taxes | 0.00 | 0.00 | 0.00 | 144,228.65 | 0.00 | 144,228.65 |
| PA Salaries | 0.00 | 0.00 | 0.00 | 435,254.58 | 0.00 | 435,254.58 |
| Total Expense | 33,882.39 | 191,465.18 | 0.00 | 625,311.62 | 0.00 | 850,659.19 |
| Net Ordinary Income | 2,776.08 | -6,845.97 | 642.89 | 1,824.38 | 0.00 | -1,602.62 |
| Net Income | 2,776.08 | -6,845.97 | 642.89 | 1,824.38 | 0.00 | -1,602.82 |

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**Placentia Library District
Reconciliation Detail
County Exempt - Checking, Period Ending 12/31/2007**

| Type | Date | Num | Name | Clr | Amount | Balance |
|--|------------|------|------------------------|-----|------------------|------------------|
| Beginning Balance | | | | | | 4,609.60 |
| Cleared Transactions | | | | | | |
| Checks and Payments - 51 Items | | | | | | |
| Check | 10/23/2007 | 7570 | Saundra Stark | X | -556.63 | -556.63 |
| Check | 10/23/2007 | 7569 | Gaeten Wood | X | -157.23 | -713.86 |
| Check | 11/28/2007 | 7628 | U.S. Department of ... | X | -186.00 | -899.86 |
| Check | 11/28/2007 | 7629 | U.S. Department of ... | X | -143.25 | -1,043.11 |
| Check | 11/28/2007 | 7626 | U.S. Department of ... | X | -104.00 | -1,147.11 |
| Check | 11/28/2007 | 7627 | U.S. Department of ... | X | -67.00 | -1,214.11 |
| Check | 11/28/2007 | 7624 | Gerald M. Binder, P... | X | -50.00 | -1,264.11 |
| Check | 11/29/2007 | 7631 | U.S. Department of ... | X | -127.00 | -1,391.11 |
| Check | 11/29/2007 | 7632 | U.S. Department of ... | X | -67.00 | -1,458.11 |
| Check | 11/29/2007 | 7634 | U.S. Department of ... | X | -67.00 | -1,525.11 |
| Check | 11/29/2007 | 7635 | U.S. Department of ... | X | -67.00 | -1,592.11 |
| Check | 11/29/2007 | 7630 | Margo's Flowers | X | -51.72 | -1,643.83 |
| Check | 11/29/2007 | 7633 | Elizabeth D Minter | X | -50.00 | -1,693.83 |
| Check | 12/1/2007 | 7637 | U.S. Department of ... | X | -260.00 | -1,953.83 |
| Check | 12/1/2007 | 7636 | U.S. Department of ... | X | -134.00 | -2,087.83 |
| Check | 12/4/2007 | 7641 | U.S. Department of ... | X | -127.00 | -2,214.83 |
| Check | 12/4/2007 | 7639 | U.S. Department of ... | X | -127.00 | -2,341.83 |
| Check | 12/4/2007 | 7640 | U.S. Department of ... | X | -112.00 | -2,453.83 |
| Check | 12/5/2007 | 7642 | U.S. Department of ... | X | -112.00 | -2,565.83 |
| Check | 12/5/2007 | 7643 | U.S. Department of ... | X | -52.00 | -2,617.83 |
| Check | 12/6/2007 | 7644 | U.S. Department of ... | X | -223.00 | -2,840.83 |
| Check | 12/6/2007 | 7645 | U.S. Department of ... | X | -127.00 | -2,967.83 |
| Check | 12/6/2007 | 7646 | U.S. Department of ... | X | -67.00 | -3,034.83 |
| Check | 12/8/2007 | 7647 | U.S. Department of ... | X | -52.00 | -3,086.83 |
| Check | 12/10/2007 | 7648 | U.S. Department of ... | X | -67.00 | -3,153.83 |
| Check | 12/11/2007 | 7649 | Mark Passarella | X | -67.00 | -3,220.83 |
| Check | 12/12/2007 | 7650 | U.S. Department of ... | X | -52.00 | -3,272.83 |
| Check | 12/13/2007 | 7654 | U.S. Department of ... | X | -271.50 | -3,544.33 |
| Check | 12/13/2007 | 7651 | U.S. Department of ... | X | -134.00 | -3,678.33 |
| Check | 12/13/2007 | 7652 | U.S. Department of ... | X | -67.00 | -3,745.33 |
| Check | 12/17/2007 | 7655 | U.S. Department of ... | X | -104.00 | -3,849.33 |
| Check | 12/18/2007 | 7657 | U.S. Department of ... | X | -134.00 | -3,983.33 |
| Check | 12/18/2007 | 7656 | U.S. Department of ... | X | -67.00 | -4,050.33 |
| Check | 12/19/2007 | 7660 | U.S. Department of ... | X | -134.00 | -4,184.33 |
| Check | 12/19/2007 | 7661 | U.S. Department of ... | X | -67.00 | -4,251.33 |
| Check | 12/19/2007 | 7659 | U.S. Department of ... | X | -67.00 | -4,318.33 |
| Check | 12/19/2007 | 7658 | U.S. Department of ... | X | -52.00 | -4,370.33 |
| Check | 12/20/2007 | 7663 | U.S. Department of ... | X | -67.00 | -4,437.33 |
| Check | 12/20/2007 | 7664 | U.S. Department of ... | X | -67.00 | -4,504.33 |
| Check | 12/20/2007 | 7662 | Sam's Club | X | -48.80 | -4,553.13 |
| Check | 12/22/2007 | 7670 | U.S. Department of ... | X | -127.00 | -4,680.13 |
| Check | 12/22/2007 | 7668 | U.S. Department of ... | X | -67.00 | -4,747.13 |
| Check | 12/22/2007 | 7669 | U.S. Department of ... | X | -52.00 | -4,799.13 |
| Check | 12/22/2007 | 7666 | Yesenia Gomez | X | -15.00 | -4,814.13 |
| Check | 12/23/2007 | 7672 | U.S. Department of ... | X | -143.25 | -4,957.38 |
| Check | 12/27/2007 | 7674 | U.S. Department of ... | X | -134.00 | -5,091.38 |
| Check | 12/27/2007 | 7675 | U.S. Department of ... | X | -67.00 | -5,158.38 |
| Check | 12/27/2007 | 7676 | U.S. Department of ... | X | -67.00 | -5,225.38 |
| Check | 12/27/2007 | 7677 | U.S. Department of ... | X | -67.00 | -5,292.38 |
| Check | 12/27/2007 | 7673 | U.S. Department of ... | X | -67.00 | -5,359.38 |
| Check | 12/29/2007 | 7678 | U.S. Department of ... | X | -67.00 | -5,426.38 |
| Total Checks and Payments | | | | | -5,426.38 | -5,426.38 |
| Deposits and Credits - 28 Items | | | | | | |
| Check | 12/1/2005 | 6021 | Kendal Flowers | X | 0.00 | 0.00 |
| Check | 3/1/2006 | 6151 | Passport Services | X | 0.00 | 0.00 |
| Check | 3/2/2006 | 6159 | Passport Services | X | 0.00 | 0.00 |
| Check | 12/31/2006 | 6809 | Estella A. Wnek | X | 0.00 | 0.00 |
| Check | 8/22/2007 | 7452 | Jim Roberts | X | 0.00 | 0.00 |
| Check | 9/10/2007 | 7483 | Rafael Gomez | X | 0.00 | 0.00 |
| Check | 9/18/2007 | 7500 | Color Tech Screenp... | X | 0.00 | 0.00 |
| Check | 11/15/2007 | 7597 | Cantemos | X | 0.00 | 0.00 |
| Check | 11/20/2007 | 7609 | UPS | X | 0.00 | 0.00 |
| Check | 11/28/2007 | 7625 | Sam's Club | X | 0.00 | 0.00 |
| Deposit | 12/1/2007 | | | X | 984.25 | 984.25 |

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**Placentia Library District
Reconciliation Detail
County Exempt - Checking, Period Ending 12/31/2007**

| Type | Date | Num | Name | Clr | Amount | Balance |
|---------------------------------------|------------|------|------------------------|-----|-----------|-----------|
| Check | 12/4/2007 | 7638 | U.S. Department of ... | X | 0.00 | 984.25 |
| Deposit | 12/4/2007 | | | X | 134.00 | 1,118.25 |
| Deposit | 12/6/2007 | | | X | 52.00 | 1,170.25 |
| Deposit | 12/6/2007 | | | X | 112.00 | 1,282.25 |
| Deposit | 12/6/2007 | | | X | 112.00 | 1,394.25 |
| Deposit | 12/7/2007 | | | X | 417.00 | 1,811.25 |
| Check | 12/13/2007 | 7653 | U.S. Department of ... | X | 0.00 | 1,811.25 |
| Deposit | 12/13/2007 | | | X | 52.00 | 1,863.25 |
| Deposit | 12/14/2007 | | | X | 942.25 | 2,805.50 |
| Deposit | 12/15/2007 | | | X | 112.00 | 2,917.50 |
| Deposit | 12/15/2007 | | | X | 201.00 | 3,118.50 |
| Deposit | 12/20/2007 | | | X | 67.00 | 3,185.50 |
| Deposit | 12/20/2007 | | | X | 119.00 | 3,304.50 |
| Deposit | 12/26/2007 | | | X | 67.00 | 3,371.50 |
| Deposit | 12/26/2007 | | | X | 500.00 | 3,871.50 |
| Deposit | 12/31/2007 | | | X | 67.00 | 3,938.50 |
| Deposit | 1/9/2008 | | | X | 0.00 | 3,938.50 |
| Total Deposits and Credits | | | | | 3,938.50 | 3,938.50 |
| Total Cleared Transactions | | | | | -1,487.88 | -1,487.88 |
| Cleared Balance | | | | | -1,487.88 | 3,121.72 |
| Uncleared Transactions | | | | | | |
| Checks and Payments - 3 Items | | | | | | |
| Check | 12/20/2007 | 7665 | Minuteman Press | | -96.90 | -96.90 |
| Check | 12/22/2007 | 7667 | Estella A. Wnek | | -15.00 | -111.90 |
| Check | 12/29/2007 | 7679 | U.S. Department of ... | | -119.00 | -230.90 |
| Total Checks and Payments | | | | | -230.90 | -230.90 |
| Total Uncleared Transactions | | | | | -230.90 | -230.90 |
| Register Balance as of 12/31/2007 | | | | | -1,718.78 | 2,890.82 |
| New Transactions | | | | | | |
| Checks and Payments - 15 Items | | | | | | |
| Check | 1/2/2008 | 7680 | U.S. Department of ... | | -67.00 | -67.00 |
| Check | 1/3/2008 | 7682 | U.S. Department of ... | | -290.00 | -357.00 |
| Check | 1/3/2008 | 7681 | U.S. Department of ... | | -104.00 | -461.00 |
| Check | 1/3/2008 | 7683 | U.S. Department of ... | | -67.00 | -528.00 |
| Check | 1/3/2008 | 7684 | U.S. Department of ... | | -67.00 | -595.00 |
| Check | 1/3/2008 | 7685 | U.S. Department of ... | | -67.00 | -662.00 |
| Check | 1/5/2008 | 7687 | U.S. Department of ... | | -335.00 | -997.00 |
| Check | 1/5/2008 | 7686 | U.S. Department of ... | | -67.00 | -1,064.00 |
| Check | 1/7/2008 | 7688 | U.S. Department of ... | | -127.00 | -1,191.00 |
| Check | 1/7/2008 | 7689 | U.S. Department of ... | | -67.00 | -1,258.00 |
| Check | 1/8/2008 | 7690 | U.S. Department of ... | | -186.00 | -1,444.00 |
| Check | 1/8/2008 | 7691 | U.S. Department of ... | | -104.00 | -1,548.00 |
| Check | 1/8/2008 | 7693 | U.S. Department of ... | | -67.00 | -1,615.00 |
| Check | 1/8/2008 | 7692 | U.S. Department of ... | | -67.00 | -1,682.00 |
| Check | 1/9/2008 | 7694 | U.S. Department of ... | | -112.00 | -1,794.00 |
| Total Checks and Payments | | | | | -1,794.00 | -1,794.00 |
| Deposits and Credits - 4 Items | | | | | | |
| Deposit | 1/5/2008 | | | | 104.00 | 104.00 |
| Deposit | 1/5/2008 | | | | 134.00 | 238.00 |
| Deposit | 1/5/2008 | | | | 603.25 | 841.25 |
| Deposit | 1/8/2008 | | | | 67.00 | 908.25 |
| Total Deposits and Credits | | | | | 908.25 | 908.25 |
| Total New Transactions | | | | | -885.75 | -885.75 |
| Ending Balance | | | | | -2,604.53 | 2,005.07 |

2011/1/10/2008

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**Placentia Library District
Reconciliation Detail
County Exempt - Savings, Period Ending 12/31/2007**

| Type | Date | Num | Name | Clr | Amount | Balance |
|--|------------|------|--------------------------|-----|---------|-----------|
| Beginning Balance | | | | | | 17,771.06 |
| Cleared Transactions | | | | | | |
| Checks and Payments - 1 item | | | | | | |
| Check | 12/1/2007 | 1578 | Greg's Carpet & Up... | X | -174.96 | -174.96 |
| Total Checks and Payments | | | | | -174.96 | -174.96 |
| Deposits and Credits - 16 items | | | | | | |
| Deposit | 12/1/2007 | | | X | 19.94 | 19.94 |
| Deposit | 12/6/2007 | | | X | 35.00 | 54.94 |
| Deposit | 12/6/2007 | | | X | 35.00 | 89.94 |
| Deposit | 12/13/2007 | | | X | 19.94 | 109.88 |
| Deposit | 12/13/2007 | | | X | 140.00 | 249.88 |
| Deposit | 12/15/2007 | | | X | 35.00 | 284.88 |
| Deposit | 12/15/2007 | | | X | 105.00 | 389.88 |
| Deposit | 12/20/2007 | | | X | 30.00 | 419.88 |
| Deposit | 12/20/2007 | | | X | 30.00 | 449.88 |
| Deposit | 12/22/2007 | | | X | 19.94 | 469.82 |
| Check | 12/26/2007 | 1579 | Protective Life Insur... | X | 0.00 | 469.82 |
| Deposit | 12/26/2007 | | | X | 30.00 | 499.82 |
| Deposit | 12/27/2007 | | | X | 31.50 | 531.32 |
| Deposit | 12/31/2007 | | | X | 12.14 | 543.46 |
| Deposit | 12/31/2007 | | | X | 30.00 | 573.46 |
| Deposit | 12/31/2007 | | | X | 30.00 | 603.46 |
| Total Deposits and Credits | | | | | 603.46 | 603.46 |
| Total Cleared Transactions | | | | | 428.50 | 428.50 |
| Cleared Balance | | | | | 428.50 | 18,199.56 |
| Uncleared Transactions | | | | | | |
| Checks and Payments - 1 item | | | | | | |
| Check | 12/26/2007 | 1580 | Protective Life Insur... | | -651.95 | -651.95 |
| Total Checks and Payments | | | | | -651.95 | -651.95 |
| Total Uncleared Transactions | | | | | -651.95 | -651.95 |
| Register Balance as of 12/31/2007 | | | | | -223.45 | 17,547.61 |
| Ending Balance | | | | | -223.45 | 17,547.61 |

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1/10/2008

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01/10/08

**Placentia Library District
Reconciliation Detail
General Fund - Checking, Period Ending 12/31/2007**

| Type | Date | Num | Name | Clr | Amount | Balance |
|--|------------|------|-------------------------|-----|------------------|------------------|
| Beginning Balance | | | | | | 5,530.64 |
| Cleared Transactions | | | | | | |
| Checks and Payments - 11 Items | | | | | | |
| Check | 11/21/2007 | | Bank of the West | X | -4.50 | -4.50 |
| Check | 11/29/2007 | 5640 | Placentia Library Di... | X | -984.25 | -988.75 |
| Check | 11/29/2007 | 5639 | Placentia Chamber ... | X | -42.00 | -1,030.75 |
| Check | 12/3/2007 | | Bank of the West | X | -190.39 | -1,221.14 |
| Check | 12/12/2007 | 5646 | El Torito | X | -24.43 | -1,245.57 |
| Check | 12/13/2007 | 5648 | Placentia Glass & S... | X | -47.33 | -1,292.90 |
| Check | 12/14/2007 | 5649 | Placentia Library Di... | X | -942.25 | -2,235.15 |
| Check | 12/17/2007 | 5650 | Placentia Library G... | X | -3,498.47 | -5,733.62 |
| Check | 12/18/2007 | 5651 | Sam's Club | X | -283.20 | -6,016.82 |
| Check | 12/18/2007 | 5652 | Smart & Final | X | -71.17 | -6,087.99 |
| Check | 12/26/2007 | 5653 | Placentia Library Di... | X | -500.00 | -6,587.99 |
| Total Checks and Payments | | | | | -6,587.99 | -6,587.99 |
| Deposits and Credits - 27 items | | | | | | |
| Check | 7/31/2007 | | Bank of the West | X | 0.00 | 0.00 |
| Deposit | 12/3/2007 | | | X | 40.00 | 40.00 |
| Deposit | 12/3/2007 | | | X | 315.00 | 355.00 |
| Deposit | 12/4/2007 | | | X | 232.00 | 587.00 |
| Deposit | 12/5/2007 | | | X | 162.00 | 749.00 |
| Check | 12/7/2007 | 5647 | Secretary of State | X | 0.00 | 749.00 |
| Deposit | 12/7/2007 | | | X | 293.95 | 1,042.95 |
| Check | 12/10/2007 | 5644 | Secretary of State | X | 0.00 | 1,042.95 |
| Check | 12/10/2007 | 5645 | Secretary of State | X | 0.00 | 1,042.95 |
| Check | 12/10/2007 | 5643 | School of Continuin... | X | 0.00 | 1,042.95 |
| Deposit | 12/10/2007 | | | X | 30.00 | 1,072.95 |
| Deposit | 12/10/2007 | | | X | 137.00 | 1,209.95 |
| Deposit | 12/11/2007 | | | X | 172.00 | 1,381.95 |
| Deposit | 12/13/2007 | | | X | 40.00 | 1,421.95 |
| Deposit | 12/14/2007 | | | X | 80.00 | 1,501.95 |
| Deposit | 12/17/2007 | | | X | 40.00 | 1,541.95 |
| Deposit | 12/17/2007 | | | X | 189.00 | 1,730.95 |
| Deposit | 12/19/2007 | | | X | 40.00 | 1,770.95 |
| Deposit | 12/19/2007 | | | X | 528.00 | 2,298.95 |
| Deposit | 12/20/2007 | | | X | 142.00 | 2,440.95 |
| Deposit | 12/21/2007 | | | X | 112.00 | 2,552.95 |
| Deposit | 12/24/2007 | | | X | 87.00 | 2,639.95 |
| Deposit | 12/24/2007 | | | X | 268.25 | 2,908.20 |
| Deposit | 12/26/2007 | | | X | 154.47 | 3,062.67 |
| Deposit | 12/27/2007 | | | X | 222.00 | 3,284.67 |
| Deposit | 12/28/2007 | | | X | 463.00 | 3,747.67 |
| Deposit | 12/31/2007 | | | X | 366.00 | 4,113.67 |
| Total Deposits and Credits | | | | | 4,113.67 | 4,113.67 |
| Total Cleared Transactions | | | | | -2,474.32 | -2,474.32 |
| Cleared Balance | | | | | -2,474.32 | 3,056.32 |
| Uncleared Transactions | | | | | | |
| Checks and Payments - 2 Items | | | | | | |
| Check | 12/27/2006 | 5457 | Evergreen Books | | -429.19 | -429.19 |
| Check | 12/21/2007 | | Bank of the West | | -4.50 | -433.69 |
| Total Checks and Payments | | | | | -433.69 | -433.69 |
| Total Uncleared Transactions | | | | | -433.69 | -433.69 |
| Register Balance as of 12/31/2007 | | | | | -2,908.01 | 2,622.63 |
| New Transactions | | | | | | |
| Checks and Payments - 2 Items | | | | | | |
| Check | 1/7/2008 | 5655 | Placentia Library DI... | | -603.25 | -603.25 |
| Check | 1/8/2008 | 5657 | Orange County Cler... | | -34.25 | -637.50 |
| Total Checks and Payments | | | | | -637.50 | -637.50 |
| Deposits and Credits - 11 items | | | | | | |
| Deposit | 1/2/2008 | | | | 58.29 | 58.29 |

11:24 AM
01/10/08

**Placentia Library District
Reconciliation Detail
General Fund - Checking, Period Ending 12/31/2007**

| Type | Date | Num | Name | Clr | Amount | Balance |
|----------------------------|----------|------|------------|-----|----------|----------|
| Deposit | 1/3/2008 | | | | 647.00 | 705.29 |
| Deposit | 1/4/2008 | | | | 142.00 | 847.29 |
| Deposit | 1/5/2008 | | | | 451.39 | 1,298.68 |
| Check | 1/6/2008 | 5654 | Sam's Club | | | 1,298.68 |
| Check | 1/7/2008 | 5656 | Sam's Club | | | 1,298.68 |
| Deposit | 1/7/2008 | | | | 242.00 | 1,540.68 |
| Deposit | 1/7/2008 | | | | 585.00 | 2,125.68 |
| Deposit | 1/8/2008 | | | | 68.00 | 2,193.68 |
| Deposit | 1/8/2008 | | | | 503.00 | 2,696.68 |
| Deposit | 1/9/2008 | | | | 411.00 | 3,107.68 |
| Total Deposits and Credits | | | | | 3,107.68 | 3,107.68 |
| Total New Transactions | | | | | 2,470.18 | 2,470.18 |
| Ending Balance | | | | | -437.83 | 5,092.81 |

*E. W. Smith
1/10/2008*

11:29 AM
01/10/08

**Placentia Library District
Reconciliation Detail
General Fund - Savings, Period Ending 12/31/2007**

| Type | Date | Num | Name | Clr | Amount | Balance |
|--|------------|------|----------------------|-----|------------|------------|
| Beginning Balance | | | | | | 8,346.41 |
| Cleared Transactions | | | | | | |
| Checks and Payments - 1 item | | | | | | |
| Check | 12/17/2007 | 1290 | Orange County Aud... | X | -25,719.87 | -25,719.87 |
| Total Checks and Payments | | | | | -25,719.87 | -25,719.87 |
| Deposits and Credits - 32 items | | | | | | |
| Deposit | 12/4/2007 | | | X | 1,166.20 | 1,166.20 |
| Deposit | 12/5/2007 | | | X | 394.10 | 1,560.30 |
| Deposit | 12/6/2007 | | | X | 141.50 | 1,701.80 |
| Deposit | 12/6/2007 | | | X | 394.55 | 2,096.35 |
| Deposit | 12/6/2007 | | | X | 421.70 | 2,518.05 |
| Deposit | 12/6/2007 | | | X | 619.71 | 3,137.76 |
| Deposit | 12/7/2007 | | | X | 427.70 | 3,565.46 |
| Deposit | 12/7/2007 | | | X | 529.95 | 4,095.41 |
| Deposit | 12/10/2007 | | | X | 584.90 | 4,680.31 |
| Deposit | 12/10/2007 | | | X | 8,052.59 | 12,732.90 |
| Deposit | 12/12/2007 | | | X | 25.10 | 12,758.00 |
| Deposit | 12/12/2007 | | | X | 591.60 | 13,349.60 |
| Deposit | 12/13/2007 | | | X | 423.10 | 13,772.70 |
| Deposit | 12/15/2007 | | | X | 54.75 | 13,827.45 |
| Deposit | 12/15/2007 | | | X | 300.70 | 14,128.15 |
| Deposit | 12/15/2007 | | | X | 345.85 | 14,474.00 |
| Deposit | 12/15/2007 | | | X | 1,406.80 | 15,880.80 |
| Deposit | 12/17/2007 | | | X | 494.19 | 16,374.99 |
| Deposit | 12/17/2007 | | | X | 3,498.47 | 19,873.46 |
| Deposit | 12/18/2007 | | | X | 161.04 | 20,034.50 |
| Deposit | 12/18/2007 | | | X | 413.59 | 20,448.09 |
| Deposit | 12/20/2007 | | | X | 75.80 | 20,523.89 |
| Deposit | 12/20/2007 | | | X | 399.14 | 20,923.03 |
| Deposit | 12/20/2007 | | | X | 587.47 | 21,510.50 |
| Deposit | 12/22/2007 | | | X | 307.60 | 21,818.10 |
| Deposit | 12/26/2007 | | | X | 208.60 | 22,026.70 |
| Deposit | 12/26/2007 | | | X | 390.30 | 22,417.00 |
| Deposit | 12/27/2007 | | | X | 312.70 | 22,729.70 |
| Deposit | 12/31/2007 | | | X | 11.80 | 22,741.50 |
| Deposit | 12/31/2007 | | | X | 336.40 | 23,077.90 |
| Deposit | 12/31/2007 | | | X | 808.65 | 23,886.55 |
| Deposit | 12/31/2007 | | | X | 1,433.20 | 25,319.75 |
| Total Deposits and Credits | | | | | 25,319.75 | 25,319.75 |
| Total Cleared Transactions | | | | | -400.12 | -400.12 |
| Cleared Balance | | | | | -400.12 | 7,946.29 |
| Register Balance as of 12/31/2007 | | | | | -400.12 | 7,946.29 |
| New Transactions | | | | | | |
| Deposits and Credits - 5 Items | | | | | | |
| Deposit | 1/5/2008 | | | | 880.35 | 880.35 |
| Deposit | 1/5/2008 | | | | 1,197.20 | 2,077.55 |
| Deposit | 1/5/2008 | | | | 30,000.00 | 32,077.55 |
| Deposit | 1/8/2008 | | | | 856.80 | 32,934.35 |
| Deposit | 1/9/2008 | | | | 607.30 | 33,541.65 |
| Total Deposits and Credits | | | | | 33,541.65 | 33,541.65 |
| Total New Transactions | | | | | 33,541.65 | 33,541.65 |
| Ending Balance | | | | | 33,141.53 | 41,487.94 |

*23,141.53
1/10/2008*

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01/10/08

Placentia Library District
Reconciliation Detail
Literacy Fund - Savings, Period Ending 12/31/2007

| Type | Date | Num | Name | Clr | Amount | Balance |
|-----------------------------------|------------|-----|------|-----|--------|-----------|
| Beginning Balance | | | | | | 14,244.65 |
| Cleared Transactions | | | | | | |
| Deposits and Credits - 1 Item | | | | | | |
| Deposit | 12/31/2007 | | | X | 9.68 | 9.68 |
| Total Deposits and Credits | | | | | 9.68 | 9.68 |
| Total Cleared Transactions | | | | | 9.68 | 9.68 |
| Cleared Balance | | | | | 9.68 | 14,254.33 |
| Register Balance as of 12/31/2007 | | | | | 9.68 | 14,254.33 |
| Ending Balance | | | | | 9.68 | 14,254.33 |

ED Hunt
1/10/2008

**Placentia Library District
Reconciliation Detail
Payroll Checking - Wells Fargo, Period Ending 12/31/2007**

| Type | Date | Num | Name | Clr | Amount | Balance |
|---------------------------------------|------------|------|-------------------------|-----|------------|-------------|
| Beginning Balance | | | | | | 40,219.78 |
| Cleared Transactions | | | | | | |
| Checks and Payments - 72 Items | | | | | | |
| Check | 10/31/2007 | 8402 | Thomas Sheridan | X | -519.83 | -519.83 |
| Check | 11/14/2007 | 8430 | Thomas Sheridan | X | -114.15 | -633.98 |
| Check | 11/14/2007 | 8415 | Kayla Kawile | X | -90.04 | -724.02 |
| Check | 11/28/2007 | 8464 | Tax Deferred Servic... | X | -1,944.34 | -2,668.36 |
| Check | 11/28/2007 | 8437 | Gary Bell | X | -1,586.55 | -4,254.91 |
| Check | 11/28/2007 | 8463 | Nationwide Retirem... | X | -1,153.45 | -5,408.36 |
| Check | 11/28/2007 | 8445 | Beatrice V. Quintanar | X | -977.55 | -6,385.91 |
| Check | 11/28/2007 | 8440 | David Ferrari | X | -915.57 | -7,301.48 |
| Check | 11/28/2007 | 8446 | Hilda Rivera | X | -754.81 | -8,056.29 |
| Check | 11/28/2007 | 8454 | Truc Nguyen | X | -501.30 | -8,557.59 |
| Check | 11/28/2007 | 8439 | Diane Cunningham | X | -460.03 | -9,017.62 |
| Check | 11/28/2007 | 8451 | Paulette Garcia | X | -277.73 | -9,295.35 |
| Check | 11/28/2007 | 8455 | Christina Perez | X | -242.03 | -9,537.38 |
| Check | 11/28/2007 | 8443 | Noreth Men | X | -240.48 | -9,777.86 |
| Check | 11/28/2007 | 8460 | Orange County Aud... | X | -231.89 | -10,009.75 |
| Check | 11/28/2007 | 8450 | Raquel Galarza | X | -202.84 | -10,212.59 |
| Check | 11/28/2007 | 8457 | Thomas Sheridan | X | -171.22 | -10,383.81 |
| Check | 11/28/2007 | 8449 | Rosa De Alba | X | -163.02 | -10,546.83 |
| Check | 11/28/2007 | 8453 | Buckner Nesheim | X | -161.34 | -10,708.17 |
| Check | 11/28/2007 | 8459 | Natalia Wingert | X | -150.22 | -10,858.39 |
| Check | 11/28/2007 | 8462 | Prepaid Legal Servi... | X | -147.50 | -11,005.89 |
| Check | 11/28/2007 | 8458 | Joseph Von Reglius | X | -135.85 | -11,141.74 |
| Check | 11/28/2007 | 8447 | Kelleny Rivera | X | -120.51 | -11,262.25 |
| Check | 11/28/2007 | 8452 | Melissa Manzanarez | X | -89.99 | -11,352.24 |
| Check | 11/28/2007 | 8456 | Araceli Ramirez | X | -85.61 | -11,437.85 |
| Check | 11/28/2007 | 8448 | Robert Almanza | X | -81.51 | -11,519.36 |
| Check | 11/28/2007 | 8444 | Joe Queriapa | X | -76.18 | -11,595.54 |
| Check | 11/28/2007 | 8461 | Placentia Library Di... | X | -19.94 | -11,615.48 |
| Check | 12/12/2007 | | Paychex | X | -26,622.85 | -38,238.33 |
| Check | 12/12/2007 | | Paychex | X | -11,180.65 | -49,418.98 |
| Check | 12/12/2007 | 8494 | Tax Deferred Servic... | X | -1,979.34 | -51,398.32 |
| Check | 12/12/2007 | 8465 | Gary Bell | X | -1,586.55 | -52,984.87 |
| Check | 12/12/2007 | 8493 | Nationwide Retirem... | X | -1,153.45 | -54,138.32 |
| Check | 12/12/2007 | 8473 | Beatrice V. Quintanar | X | -989.23 | -55,127.55 |
| Check | 12/12/2007 | 8467 | David Ferrari | X | -905.03 | -56,032.58 |
| Check | 12/12/2007 | 8474 | Hilda Rivera | X | -754.76 | -56,787.34 |
| Check | 12/12/2007 | 8469 | Alexander Hernandez | X | -602.10 | -57,389.44 |
| Check | 12/12/2007 | 8484 | Truc Nguyen | X | -501.30 | -57,890.74 |
| Check | 12/12/2007 | 8488 | Sohavy Ton | X | -461.75 | -58,352.49 |
| Check | 12/12/2007 | 8478 | Amanda Evans | X | -386.52 | -58,739.01 |
| Check | 12/12/2007 | 8486 | Araceli Ramirez | X | -277.73 | -59,016.74 |
| Check | 12/12/2007 | 8466 | Diane Cunningham | X | -233.49 | -59,250.23 |
| Check | 12/12/2007 | 8491 | Orange County Aud... | X | -231.89 | -59,482.12 |
| Check | 12/12/2007 | 8480 | Paulette Garcia | X | -226.84 | -59,708.96 |
| Check | 12/12/2007 | 8483 | Buckner Nesheim | X | -224.68 | -59,933.64 |
| Check | 12/12/2007 | 8485 | Christina Perez | X | -224.17 | -60,157.81 |
| Check | 12/12/2007 | 8489 | Joseph Von Reglius | X | -176.60 | -60,334.41 |
| Check | 12/12/2007 | 8477 | Denisse Curiel | X | -163.02 | -60,497.43 |
| Check | 12/12/2007 | 8482 | Melissa Manzanarez | X | -157.30 | -60,654.73 |
| Check | 12/12/2007 | 8475 | Kelleny Rivera | X | -139.97 | -60,794.70 |
| Check | 12/12/2007 | 8472 | Joe Queriapa | X | -138.52 | -60,933.22 |
| Check | 12/12/2007 | 8490 | Natalia Wingert | X | -126.88 | -61,060.10 |
| Check | 12/12/2007 | 8476 | Robert Almanza | X | -108.67 | -61,168.77 |
| Check | 12/12/2007 | 8468 | Denae Frieling | X | -108.13 | -61,276.90 |
| Check | 12/12/2007 | 8470 | Gabriel Hernandez | X | -104.87 | -61,381.77 |
| Check | 12/12/2007 | 8492 | Placentia Library Di... | X | -19.94 | -61,401.71 |
| Check | 12/26/2007 | | Paychex | X | -27,093.30 | -88,495.01 |
| Check | 12/26/2007 | | Paychex | X | -11,628.06 | -100,123.07 |
| Check | 12/26/2007 | 8529 | Tax Deferred Servic... | X | -1,979.30 | -102,102.37 |
| Check | 12/26/2007 | 8498 | David Ferrari | X | -931.41 | -103,033.78 |
| Check | 12/26/2007 | 8503 | Hilda Rivera | X | -754.76 | -103,788.54 |
| Check | 12/26/2007 | 8499 | Alexander Hernandez | X | -650.88 | -104,439.42 |
| Check | 12/26/2007 | 8507 | Anna Cox | X | -501.30 | -104,940.72 |
| Check | 12/26/2007 | 8523 | Joseph Von Reglius | X | -264.91 | -105,205.63 |
| Check | 12/26/2007 | 8525 | Orange County Aud... | X | -231.89 | -105,437.52 |

11:40 AM
01/10/08

**Placentia Library District
Reconciliation Detail
Payroll Checking - Wells Fargo, Period Ending 12/31/2007**

| Type | Date | Num | Name | Clr | Amount | Balance |
|--|------------|------|-------------------------|-----|--------------------|--------------------|
| Check | 12/26/2007 | 8518 | Araceli Ramirez | X | -223.66 | -105,661.18 |
| Check | 12/26/2007 | 8497 | Diane Cunningham | X | -155.67 | -105,816.85 |
| Check | 12/26/2007 | 8504 | Kelleny Rivera | X | -139.97 | -105,956.82 |
| Check | 12/26/2007 | 8501 | Joe Queriapa | X | -138.52 | -106,095.34 |
| Check | 12/26/2007 | | Paychex | X | -53.05 | -106,148.39 |
| Check | 12/26/2007 | 8526 | Placentia Library Di... | X | -19.94 | -106,168.33 |
| Check | 12/26/2007 | | Paychex | X | -8.78 | -106,177.11 |
| Total Checks and Payments | | | | | -106,177.11 | -106,177.11 |
| Deposits and Credits - 3 Items | | | | | | |
| Check | 8/22/2007 | 8210 | Lachmi Jaini | X | 0.00 | 0.00 |
| Deposit | 12/5/2007 | | | X | 47,472.00 | 47,472.00 |
| Deposit | 12/19/2007 | | | X | 47,472.00 | 94,944.00 |
| Total Deposits and Credits | | | | | 94,944.00 | 94,944.00 |
| Total Cleared Transactions | | | | | -11,233.11 | -11,233.11 |
| Cleared Balance | | | | | -11,233.11 | 28,986.67 |
| Uncleared Transactions | | | | | | |
| Checks and Payments - 31 Items | | | | | | |
| Check | 5/30/2007 | 7986 | Orange County Aud... | | -190.20 | -190.20 |
| Check | 9/5/2007 | 8276 | Thomas Sheridan | | -42.81 | -233.01 |
| Check | 10/17/2007 | 8372 | May Lo | | -33.97 | -266.98 |
| Check | 11/28/2007 | 8442 | Kayla Kawile | | -138.52 | -405.50 |
| Check | 12/12/2007 | 8481 | Danielle Koliboski | | -294.44 | -699.94 |
| Check | 12/12/2007 | 8487 | Evelyn Soqui | | -164.74 | -864.68 |
| Check | 12/12/2007 | 8479 | Raquel Galarza | | -137.41 | -1,002.09 |
| Check | 12/12/2007 | 8471 | Kayla Kawile | | -110.82 | -1,112.91 |
| Check | 12/26/2007 | 8495 | Gary Bell | | -1,586.55 | -2,699.46 |
| Check | 12/26/2007 | 8528 | Nationwide Retirem... | | -1,153.39 | -3,852.85 |
| Check | 12/26/2007 | 8502 | Beatrice V. Quintanar | | -989.23 | -4,842.08 |
| Check | 12/26/2007 | 8516 | Truc Nguyen | | -468.05 | -5,310.13 |
| Check | 12/26/2007 | 8519 | Colleen Reyes | | -453.74 | -5,763.87 |
| Check | 12/26/2007 | 8520 | Thomas Sheridan | | -449.85 | -6,213.72 |
| Check | 12/26/2007 | 8510 | Amanda Evans | | -386.52 | -6,600.24 |
| Check | 12/26/2007 | 8524 | Natalia Wingert | | -301.92 | -6,902.16 |
| Check | 12/26/2007 | 8517 | Christina Perez | | -264.30 | -7,166.46 |
| Check | 12/26/2007 | 8521 | Evelyn Soqui | | -254.91 | -7,421.37 |
| Check | 12/26/2007 | 8506 | Tiffany Armstrong | | -253.43 | -7,674.80 |
| Check | 12/26/2007 | 8512 | Paulette Garcia | | -226.84 | -7,901.64 |
| Check | 12/26/2007 | 8515 | Buckner Nesheim | | -217.49 | -8,119.13 |
| Check | 12/26/2007 | 8522 | Sothavy Ton | | -209.96 | -8,329.09 |
| Check | 12/26/2007 | 8496 | Dorothy J. Cummings | | -187.28 | -8,516.37 |
| Check | 12/26/2007 | 8511 | Raquel Galarza | | -170.12 | -8,686.49 |
| Check | 12/26/2007 | 8514 | Melissa Manzanarez | | -150.62 | -8,837.11 |
| Check | 12/26/2007 | 8527 | Prepaid Legal Servi... | | -147.50 | -8,984.61 |
| Check | 12/26/2007 | 8500 | Kayla Kawile | | -138.52 | -9,123.13 |
| Check | 12/26/2007 | 8505 | Robert Almanza | | -108.67 | -9,231.80 |
| Check | 12/26/2007 | 8509 | Rosa De Alba | | -95.10 | -9,326.90 |
| Check | 12/26/2007 | 8513 | Danielle Koliboski | | -64.54 | -9,391.44 |
| Check | 12/26/2007 | 8508 | Denisse Curiel | | -54.34 | -9,445.78 |
| Total Checks and Payments | | | | | -9,445.78 | -9,445.78 |
| Total Uncleared Transactions | | | | | -9,445.78 | -9,445.78 |
| Register Balance as of 12/31/2007 | | | | | -20,678.89 | 19,540.89 |
| New Transactions | | | | | | |
| Deposits and Credits - 1 Item | | | | | | |
| Deposit | 1/2/2008 | | | | 47,472.00 | 47,472.00 |
| Total Deposits and Credits | | | | | 47,472.00 | 47,472.00 |
| Total New Transactions | | | | | 47,472.00 | 47,472.00 |
| Ending Balance | | | | | 26,793.11 | 67,012.89 |

EDM
1/10/2008
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ACQUISITIONS REPORT FOR FISCAL YEAR 2007-2008 THROUGH THE MONTH OF DECEMBER 2007
 Prepared by Vernon Napier, Technical Services Manager

| | GENERAL FUND | | ADOPT-A-BOOK | | TOTAL PURCHASED | | DONATED | | TOTAL ITEMS | |
|-------------------------------------|--------------|---------|--------------|---------|-----------------|---------|---------|---------|-------------|---------|
| | Amount | Volumes | Amount | Volumes | Amount | Volumes | Value | Volumes | Amount | Volumes |
| Adult Fiction | \$13,651 | 1,005 | \$2,721 | 185 | \$16,372 | 1,190 | \$127 | 6 | \$16,499 | 1,196 |
| Adult Circulating Non-Fiction | \$17,123 | 810 | \$5,388 | 308 | \$23,511 | 1,118 | \$190 | 10 | \$23,701 | 1,128 |
| Adult Reference | \$4,237 | 54 | \$361 | 7 | \$4,598 | 61 | \$0 | 0 | \$4,598 | 61 |
| Adult magazines | \$7,297 | 0 | \$0 | 0 | \$7,297 | 0 | \$0 | 0 | \$7,297 | 0 |
| Adult on-line databases | \$32,263 | 5 | \$0 | 0 | \$32,263 | 5 | \$0 | 0 | \$32,263 | 5 |
| Total Adult Non-Fiction | \$60,920 | 869 | \$6,749 | 315 | \$67,669 | 1,184 | \$190 | 10 | \$67,859 | 1,194 |
| TOTAL ADULT PRINT MATERIALS | \$74,572 | 1874 | \$9,469 | 500 | \$84,041 | 2374 | \$317 | 16 | \$84,357 | 2390 |
| Adult Music CDs | \$104 | 6 | \$0 | 0 | \$104 | 6 | \$0 | 0 | \$104 | 6 |
| Adult Audio Books (incl. Overdrive) | \$7,735 | 106 | \$831 | 13 | \$8,566 | 119 | \$15 | 1 | \$8,581 | 120 |
| Adult DVDs | \$6,475 | 416 | \$545 | 28 | \$7,020 | 444 | \$1,205 | 22 | \$8,225 | 466 |
| TOTAL ADULT NON-PRINT MATERIALS | \$14,314 | 528 | \$1,377 | 41 | \$15,690 | 569 | \$1,220 | 23 | \$16,910 | 592 |
| TOTAL ADULT MATERIALS | \$88,885 | 2402 | \$10,846 | 541 | \$99,731 | 2,943 | \$1,536 | 39 | \$101,267 | 2,982 |
| Juvenile Fiction | \$4,467 | 705 | \$967 | 206 | \$5,434 | 911 | \$107 | 13 | \$5,541 | 924 |
| Juvenile Circulating Non-Fiction | \$4,033 | 217 | \$3,196 | 233 | \$7,229 | 450 | \$0 | 0 | \$7,229 | 450 |
| Juvenile Reference | \$164 | 1 | \$0 | 0 | \$164 | 1 | \$0 | 0 | \$164 | 1 |
| Juvenile Magazines | \$0 | 0 | \$0 | 0 | \$0 | 0 | \$0 | 0 | \$0 | 0 |
| Juvenile on-line databases | \$399 | 0 | \$0 | 0 | \$399 | 0 | \$0 | 0 | \$399 | 0 |
| Total Junior Non-Fiction | \$4,596 | 218 | \$3,196 | 233 | \$7,792 | 451 | \$0 | 0 | \$7,792 | 451 |
| TOTAL JUVENILE PRINT MATERIALS | \$9,063 | 923 | \$4,163 | 439 | \$13,226 | 1,362 | \$107 | 13 | \$13,333 | 1,375 |
| Juvenile Music CDs | \$73 | 10 | \$0 | 0 | \$73 | 10 | \$0 | 0 | \$73 | 10 |
| Juvenile Audio Books | \$249 | 8 | \$0 | 0 | \$249 | 8 | \$37 | 1 | \$286 | 9 |
| Juvenile DVDs | \$50 | 2 | \$0 | 0 | \$50 | 2 | \$0 | 0 | \$50 | 2 |
| TOTAL JUVENILE NON-PRINT MATERIALS | \$371 | 20 | \$0 | 0 | \$371 | 20 | \$37 | 1 | \$408 | 21 |
| TOTAL JUVENILE MATERIALS | \$9,434 | 943 | \$4,163 | 439 | \$13,597 | 1382 | \$144 | 14 | \$13,741 | 1396 |
| Total Fiction | \$18,118 | 1710 | \$3,687 | 391 | \$21,805 | 2101 | \$234 | 19 | \$22,040 | 2120 |
| Total Non-Fiction | \$65,518 | 1087 | \$9,945 | 548 | \$75,463 | 1635 | \$190 | 10 | \$75,653 | 1645 |
| Total Music CDs | \$177 | 16 | \$0 | 0 | \$177 | 16 | \$0 | 0 | \$177 | 16 |
| Total Audio Books | \$7,983 | 114 | \$831 | 13 | \$8,814 | 127 | \$52 | 2 | \$8,867 | 129 |
| Total Video DVDs | \$6,524 | 418 | \$545 | 28 | \$7,070 | 446 | \$1,205 | 22 | \$8,275 | 468 |
| TOTAL MATERIALS | \$98,319 | 3345 | \$15,009 | 980 | \$113,328 | 4325 | \$1,681 | 53 | \$115,009 | 4378 |

Outstanding Orders as of December 2007

| | |
|--------------|-----------------|
| General Fund | \$21,890 |
| Adopt-a-book | \$0 |
| TOTAL | \$21,890 |



Entrepenurial Activities Report
 Net Revenue Summary
 December-07

| | Dec-07 | Dec-06 | YTD 2007-2008 | YTD 2006-2007 |
|-----------------|------------------|-----------------|------------------|------------------|
| Passport | 9,063.51 | 8,279.66 | 73,187.71 | 73,440.28 |
| Passport Photos | 1,240.00 | 1,160.00 | 9,500.00 | 9,570.00 |
| Notary Public | 250.00 | 160.00 | 1,680.00 | 1,870.00 |
| Test Proctor | 151.50 | 30.00 | 1,018.80 | 803.60 |
| Total | 10,705.01 | 9,629.66 | 85,386.51 | 85,683.88 |

Prepared by: Wendy Goodson

Summary of Current Status Of Unique Management Accounts
January 15, 2008

Adenda Item 18

| FY 07-08 | New Accounts | Active Accounts | Paid in full current month | Amount received current month | Written off current month |
|------------------|--------------|-----------------|----------------------------|-------------------------------|---------------------------|
| July | 14 | 1,041 | 9 | 464.90 | 0 |
| August | 14 | 1,050 | 2 | 395.19 | 0 |
| September | 14 | 1,054 | 2 | 274 | 0 |
| October | 12 | 1,059 | 3 | 390.64 | 0 |
| November | 9 | 1,068 | 2 | 88.95 | 0 |
| December | 13 | 1,076 | 2 | 144.2 | 0 |
| January | 0 | 0 | 0 | 0 | 0 |
| February | 0 | 0 | 0 | 0 | 0 |
| March | 0 | 0 | 0 | 0 | 0 |
| April | 0 | 0 | 0 | 0 | 0 |
| May | 0 | 0 | 0 | 0 | 0 |
| June | 0 | 0 | 0 | 0 | 0 |
| TOTAL YTD | 76 | 6348 | 20 | 1757.88 | 0 |

NIQUE MANAGEMENT SERVICES, INC.

CREATED: 01/01/2008 6:21 PM J2

SUMMARY STATUS REPORT

PAGE: 257

MS YESENIA GOMEZ

PLACENTIA LIBRARY DISTRICT

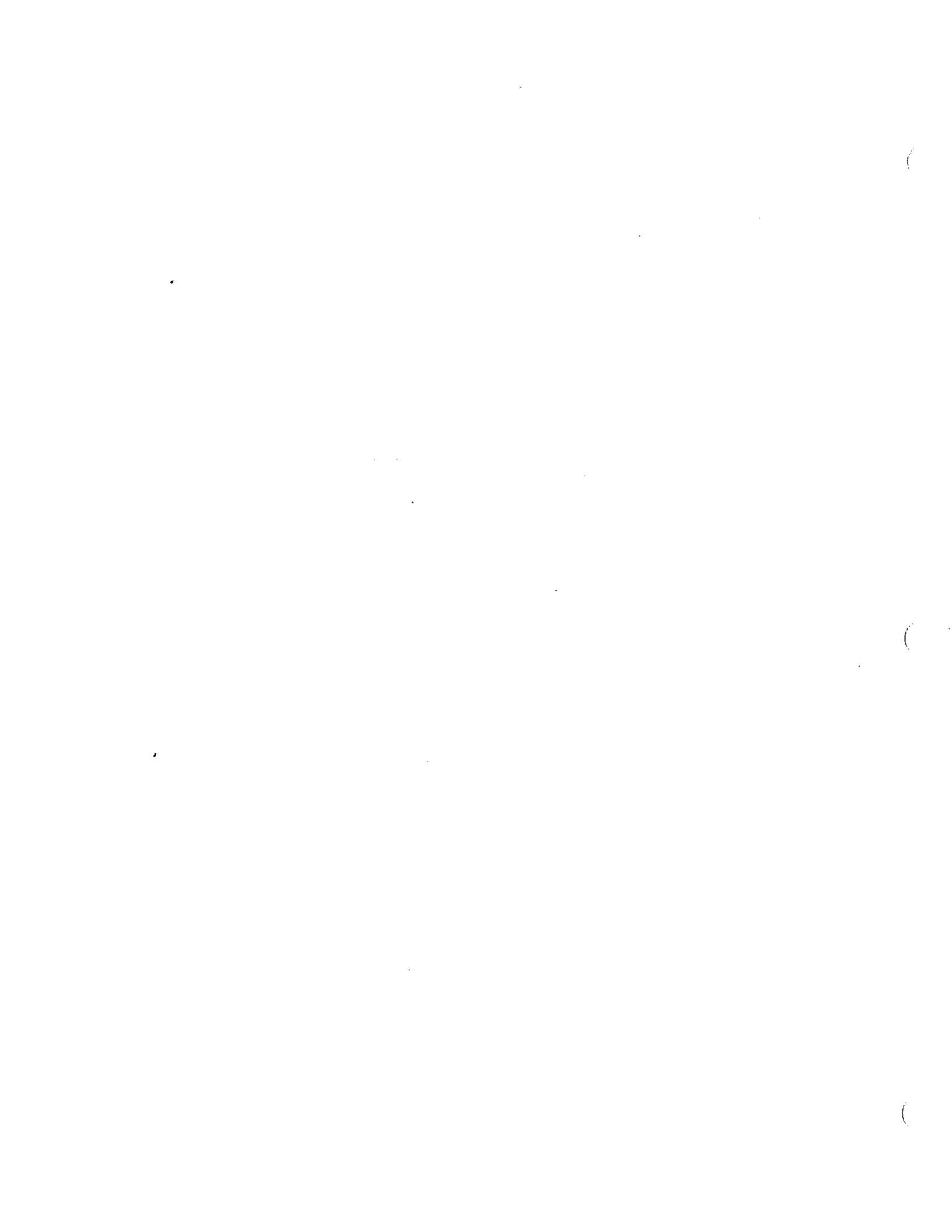
411 EAST CHAPMAN AVENUE

PLACENTIA CA 92870

EDITOR: 286 -- PLACENTIA LIBRARY DISTRICT

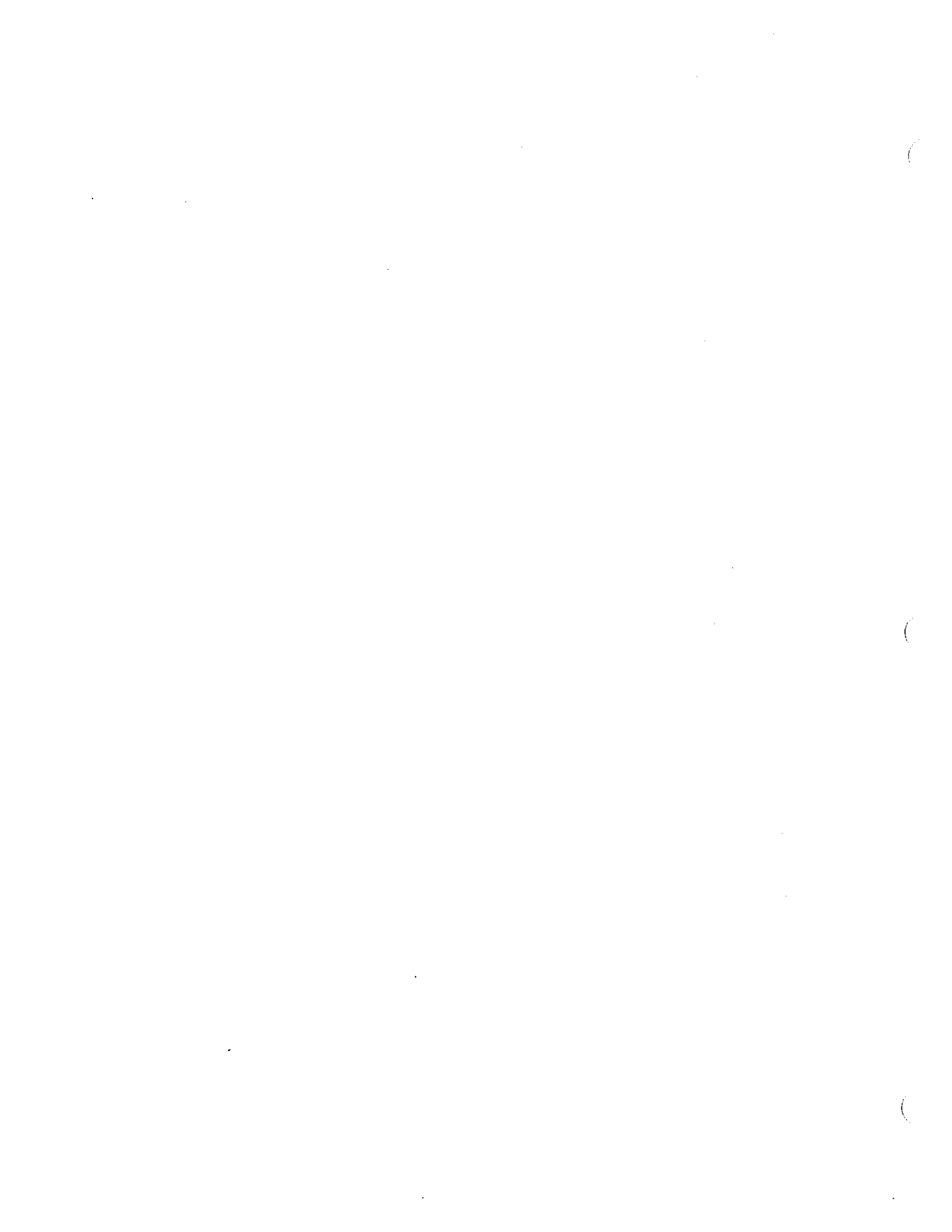
ATES LISTED: 01/01/1900 TO 12/31/2007

| | | | | | |
|--------------------------|----------|-----------------------|--------------|------------------------|--------------|
| Accounts Submitted | : 1,617 | Dollars Submitted | : 155,624.36 | Dollars Received | : 54,610.90 |
| Bankruptcies | : 14 | Dollars in Bankruptcy | : 1,120.96 | Material Returned | : 24,042.75 |
| Incorrect Addresses | : 215 | Dollars in Skips | : 13,659.23 | Dollars Waived | : 5,940.37 |
| Patron Disputes/Suspends | : 1 | Dollars in Dispute | : 0.00 | Total Activated | : 106,442.22 |
| Accounts in Process | : 1,387 | Dollars in Process | : 134,655.20 | % of Dollars Activated | : 79.05% |
| of Accounts Activated | : 1,076 | | | | |
| of Accounts Activated | : 77.58% | | | | |



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

| Full Name | Total Cash Donation |
|------------------------------------|----------------------------|
| Glenn & Kathryn Baldwin | |
| Mr. & Mrs. Stephen Schwinn | |
| Albertsons | |
| Mr. AL Archuleta | |
| Allen & Shirley Baker | |
| Kathleen Baker & Joel Petruschke | |
| Tracy & Lilith Baker | |
| Mr. & Mrs. Chris Bluemle | |
| Mr. & Mrs. Turgut Cakiraga | |
| Elizabeth Clarke | |
| Kenneth & Janice Coulson | |
| Edward & Nancy Lee Davis | |
| Mr. & Mrs. Joan Dooley | |
| Ms. Janet R. Genow-Klein | |
| Ms. Arlene C. Grace | |
| Anna C (Pat) Irot | |
| Mr. C. E. Johnson | |
| Carolyn M. Joseph | |
| Raymond & Eleanore Kaldenbach | |
| Elizabeth Langmore | |
| Mrs. Toni Lindquist | |
| Patrick & Sharon McDonald | |
| Patricia McGrath | |
| Ms. Brenda McGuire | |
| Mrs. Jane Murray | |
| James & Kathy Paddock | |
| Placentia Round Table Women's Club | |
| Ralphs | |
| Mr. & Mrs. Cecil S. Rospaw | |
| Ms. Inez Segovia | |
| Ms. Georgia H. Stavrakes | |
| Ms. Mary E. Tanaka | |
| Mrs. Susan Toman | |
| Mr. & Mrs. Henry Walling | |
| Ms. Carolyn M. Weber | |
| Mrs. Barbara Wilson | |
| | \$4,247.91 |



PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director
SUBJECT: Building Maintenance Report for December 2007
DATE: January 9, 2008

| | | |
|---------|----------|-------------------------------------|
| HVAC: | 12-1-07 | Regular monthly maintenance |
| Plumber | 12-17-07 | Replaced water heater in staff room |

Prepared by: Vernon Napier



PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director
SUBJECT: Personnel Report for Dec 2007
DATE: January 15, 2008

RESIGNATIONS:

None

APPOINTMENTS:

None

OPEN POSITIONS:

Library Clerk I (PT)

Library Aide (PT)

WORKERS' COMPENSATION LEAVE:

None

Prepared by: Wendy Goodson

| Volunteer Report | | | | | | |
|---|-----------------|------------------|-----------------|-----------------|-----------------|--|
| To: Elizabeth Minter, Director, Placentia Library | | | | | | |
| From: Lois Monroe, Volunteer Coordinator | | | | | | |
| Temporary Volunteers | | Sept. '07 | Oct. '07 | Nov. '07 | Dec. '07 | |
| Afton Aikele | | | | 0 | 6 | |
| Omar Arellano | | | | 0 | 6 | |
| Sherrie Callovi | | | | 2 | 4 | |
| Patti English | | | | 2 | 8 | |
| Becky Fierro | | | 5 | 8 | 5 | |
| Julio Gonzalez | | 2 | 4 | 5 | 3 | |
| Tyler Harris | (completed hrs) | | 17 | 0 | 0 | |
| Arlene Hernandez | | 6 | 16 | 11 | 6 | |
| Alan Huang | | | 12 | 8 | 0 | |
| Mia Kissick | (completed hrs) | 2 | 0 | 0 | 0 | |
| Margie McPhail | | | | 6 | 0 | |
| Rueben Mathews | | 23 | 4 | 9 | 7 | |
| Chiranj Modi | | | | 3 | 9 | |
| Randy Oshiro | | 6 | 4 | 4 | 3 | |
| Michael Palow | | 10 | 2 | 8 | 10 | |
| Harshal Patel | | | 14 | 67 | 79 | |
| Liliana Romero | | 10 | 6 | 6 | 4 | |
| Karen Sueda | | | | 7 | 8 | |
| Shervin Taheri | (completed hrs) | 17 | 21 | 0 | 0 | |
| Tsaylia Yang | | | | 2 | 6 | |
| Paulina Tran | (resigned) | | | 5 | 3 | |
| Tracey Tran | (resigned) | | | 5 | 3 | |
| Cathy Walsh | | 6 | 4 | 6 | 5 | |
| Katherine Xu | (completed hrs) | 9 | 4 | 0 | 0 | |
| Kevin Yeh | | | | | 2 | |
| | TOTAL | 91 | 113 | 167 | 177 | |
| Children's Dept. Vol's | | Sept. '07 | Oct. '07 | Nov. '07 | Dec. '07 | |
| Sandy Augstein | | 12 | 32 | 16.25 | 16.5 | |
| Melinda Egawa | | | | | 9.5 | |
| Eddie Jani | | | 2.25 | 0 | 0 | |
| Desire Sidlo | | 6 | | 4 | 2 | |
| Kirby Su | | | | 8 | 4 | |
| Jo Ann Britton | | 4.3 | | 0 | 0 | |
| Lucerito Miranda | | 3 | | 0 | 0 | |
| | TOTAL | 25.3 | 34.25 | 28.25 | 32 | |

| BOOKSTORE VOLUNTEERS | SEPT.'07 | OCT.'07 | NOV.'07 | Dec.'07 |
|--|-----------------|----------------|----------------|----------------|
| Lillian Bart | | 10 | 6 | 6 |
| Steve Bidd | 0 | 0 | 0 | 2 |
| Jill Botha | 0 | 0 | 4 | 4 |
| Joyce Byrne | 8 | 10 | 6 | 6 |
| Glennis Clancy | 8 | 10 | 10 | 10 |
| Sandy Davis | 8 | 8 | 8 | 6 |
| Carol Fizzard | 10 | 2 | 4 | 8 |
| Pete Fioroni | 6 | 11 | 9 | 11 |
| Dotty Greninger | 6 | 8 | 8 | 8 |
| Eugenia Hathaway (Gene) | 4 | 4 | 4 | 4 |
| Tammie Haugen | 8 | 8 | 6 | 4 |
| Florence Henderson | 0 | 0 | 8 | 8 |
| Marge Horrocks | 0 | 0 | 8 | 8 |
| Amy Lin | 8 | 8 | 4 | 10 |
| Tippawan Mathong (Tippi) | 5 | 6 | 6 | 8 |
| Ann McLoughlin (sub) | 0 | 4 | 0 | 0 |
| Bill Mitchell | 6 | 2 | 6 | 1 |
| Claire Myers | 6 | 6 | 8 | 10 |
| Bob Olson | 2 | 2 | 2 | 4 |
| Carmen Rodriguez | 4 | 8 | 8 | 8 |
| Gerry Sandoval | 0 | 8 | 6 | 6 |
| Rose Salem | 8 | 8 | 8 | 4 |
| Shawn Sorokin | 6 | 6 | 8 | 8 |
| Inez Segovia | 6 | 8 | 8 | 6 |
| Barbara Shears | 9 | 6 | 4 | 6 |
| Pamela Silva | | | 7 | 4 |
| Pat Silverman (resigned) | 8 | 4 | 0 | 0 |
| Margo Thum | 11 | 18 | 12 | 18 |
| Jerri Tollefson | 0 | 4 | 0 | 0 |
| Phyllis Wilcox | 6 | 0 | 6 | 8 |
| TOTAL | 143 | 169 | 174 | 186 |
| REGULAR VOLUNTEERS | | | | |
| Theresa Backes (mends books) | 6 | 12 | 9 | 11 |
| Lynda Baker (sub) | 2 | 4 | 0 | 0 |
| Nadine Blansett | 52 | 27 | 21 | 41 |
| JoAnn Britton (childrens) | | | 5 | 5 |
| Cathie Ford (sub) | 2 | 0 | 4 | 0 |
| Jeanette Gardner (History Rm) | 22 | 28.5 | 8 | 10 |
| John Haagen (sort & price) | 6 | 8 | 1.3 | 9 |
| Jack Hanley (sort and price) | 8.3 | 3.5 | 7.5 | 10.5 |
| Ginny Hausmann (sub) | 0 | 0 | 2 | 2 |
| Barbara Hemmerling (sort & price, sub) | 30 | 20 | 19 | 14 |
| Pat Irot (History Rm, Bookstore, sort & price) | 37 | 33 | 71 | 53 |
| Pat Jertberg (History Rm) | 10 | 11 | 6 | 9 |
| Nancy Lone-Tollefson | 40 | 49 | 37 | 36 |
| Linda Mencken (resigned) | 0 | 0 | 0 | 0 |
| Carol Pence (Sunday Sales) | 0 | 0 | 0 | 0 |
| Eleanore Rankin (sub) | 3 | 5 | 4 | 1 |
| Marie Schmidt (sub) & Hist. Room | 34 | 12 | 15 | 23 |
| Linda Scott (backroom & sub) | 0 | 2 | 0 | 2 |
| Fay Soo (sub) | 2 | 2 | 2 | 4 |
| Barbara Wilson (sort & price) | 5 | 6.25 | 4.3 | 5 |
| Ruth Schafer (sub) | 0 | 0 | 0 | 0 |
| Marge Boelman (processing) | 5 | 1 | 8 | 10 |
| Patty Clugston (videos) | 6 | 7 | 8 | 9 |
| Jean Fitzgerald (check-in) | 9 | 3 | 12 | 5 |
| TOTAL | 279.3 | 234.25 | 244.1 | 259.5 |

| Literacy Tutor Report December 2007 | | | | |
|--|------------|--------------|------------|-------|
| | Last Name | First Name | Key Word | Hours |
| 1 | Ahmed | Hafasa | PRREP | 8 |
| 2 | Almanza | Robert | FWS-F | 8 |
| 3 | Arellano | Omar | PRREP | 16 |
| 4 | Armstrong | Tiffany | INTERNSHIP | 46 |
| 5 | Ayalew | Luladey | PRREP | 16 |
| 6 | Bostwick | James | PRREP | 4 |
| 7 | Bounds | Diane | ADULT | 12 |
| 8 | Chhor | Alissa | PRREP | 2 |
| 9 | Chung | Andy | PRREP | 18 |
| 10 | Cisneros | Martha | PRREP | 28 |
| 11 | Clements | Steven | ADULT | 4 |
| 12 | Cox | Anna | FWS-F | 40 |
| 13 | Curiel | Denisse | FWS-F | 4 |
| 14 | De Alba | Rosa | FWS-F | 8 |
| 15 | Dreim | Courney | PRREP | 8 |
| 16 | Eichstedt | Shelby | PRREP | 2 |
| 17 | Evans | Amanda | FWS-F | 30 |
| 18 | Fazil | Abraham | PRREP | 4 |
| 19 | Foster | Elinor | ADULT | 2 |
| 20 | Fuller | Laura | FWS-W | 4 |
| 21 | Fuog | Sarah | PRREP | 4 |
| 22 | Galarza | Raquel | FWS-F | 28 |
| 23 | Gamboia | Adaly | PRREP | 2 |
| 24 | Garcia | Paulette | FWS-F | 16 |
| 25 | Garnant | Victoria | INTERNSHIP | 16 |
| 26 | Gonzalez | Danny | PRREP | 4 |
| 27 | Goodman | Dale | ADULT | 44 |
| 28 | Hamrell | Judy | ADULT | 6 |
| 29 | Holmes | Nancy | ADULT | 4 |
| 30 | Huang | Aian | PRREP | 6 |
| 31 | Koliboski | Danielle | FWS-F | 4 |
| 32 | Lee | Al | ADULT | 20 |
| 33 | Leslie | Sandra | ADULT | 10 |
| 34 | Manzanarez | Melissa | FWS-F | 12 |
| 35 | Mc Grath | Patricia | ADULT | 2 |
| 36 | Nardin | Linda | ADULT | 6 |
| 37 | Neiderman | Bree | PRREP | 14 |
| 38 | Nesheim | Buckner | FWS-F | 10 |
| 39 | Nguyen | Truc (Sara) | FWS-F | 46 |
| 40 | Patel | Shivam | ADULT | 2 |
| 41 | Perez | Christina | FWS-F | 20 |
| 42 | Ping-Luen | Chung (Ophel | PRREP | 4 |
| 43 | Piran | Grizelle | PRREP | 12 |
| 44 | Ramirez | Araceli | FWS-F | 16 |
| 45 | Reyes | Colleen | FWS-F | 34 |
| 46 | Rivera | Kelleny | PRREP | 14 |
| 47 | Ross | Charlotte | ADULT | 8 |
| 48 | Rudie | Marlene | ADULT | 4 |

| | | | | |
|----|------------|--------------|------------|------|
| 49 | Salda-a | Cristina | INTERNSHIP | 140 |
| 50 | Sargeant | Lynn | ADULT | 4 |
| 51 | Shah | Anand | PRREP | 6 |
| 52 | Shah | Raj | PRREP | 4 |
| 53 | Sheridan | Thomas | FWS-F | 32 |
| 54 | Shimizu | Ken | ADULT | 2 |
| 55 | Smith | Allie | ADULT | 560 |
| 56 | Soqui | Evelyn | FWS-F | 20 |
| 57 | Suh | Beom (Stacy) | PRREP | 8 |
| 58 | Tat | Thien | ADULT | 2 |
| 59 | Ton | Sothavy | FWS-F | 14 |
| 60 | Uribe | TJ | PRREP | 6 |
| 61 | Von Regius | Joseph | FWS-F | 20 |
| 62 | Wingert | Natalie | FWS-F | 25 |
| 63 | Yeh | Kevin | PRREP | 6 |
| 64 | Arneal | Jin | PRREP | 10 |
| 65 | Burgett | Danielle | PRREP | 4 |
| 66 | Catherine | Victoriana | PRREP | 4 |
| 67 | Garcia | Maria | PRREP | 10 |
| 68 | Aviles | Juan | PRREP | 4 |
| 69 | Calleros | Brianna | PRREP | 2 |
| 70 | Chen | Tina | PRREP | 6 |
| 71 | Quang | Undy | PRREP | 2 |
| 72 | Arvizu | Claudia | PRREP | 6 |
| 73 | Castaneda | Sergio | PRREP | 10 |
| 74 | Manug | Roxana | PRREP | 10 |
| | | | | 1549 |

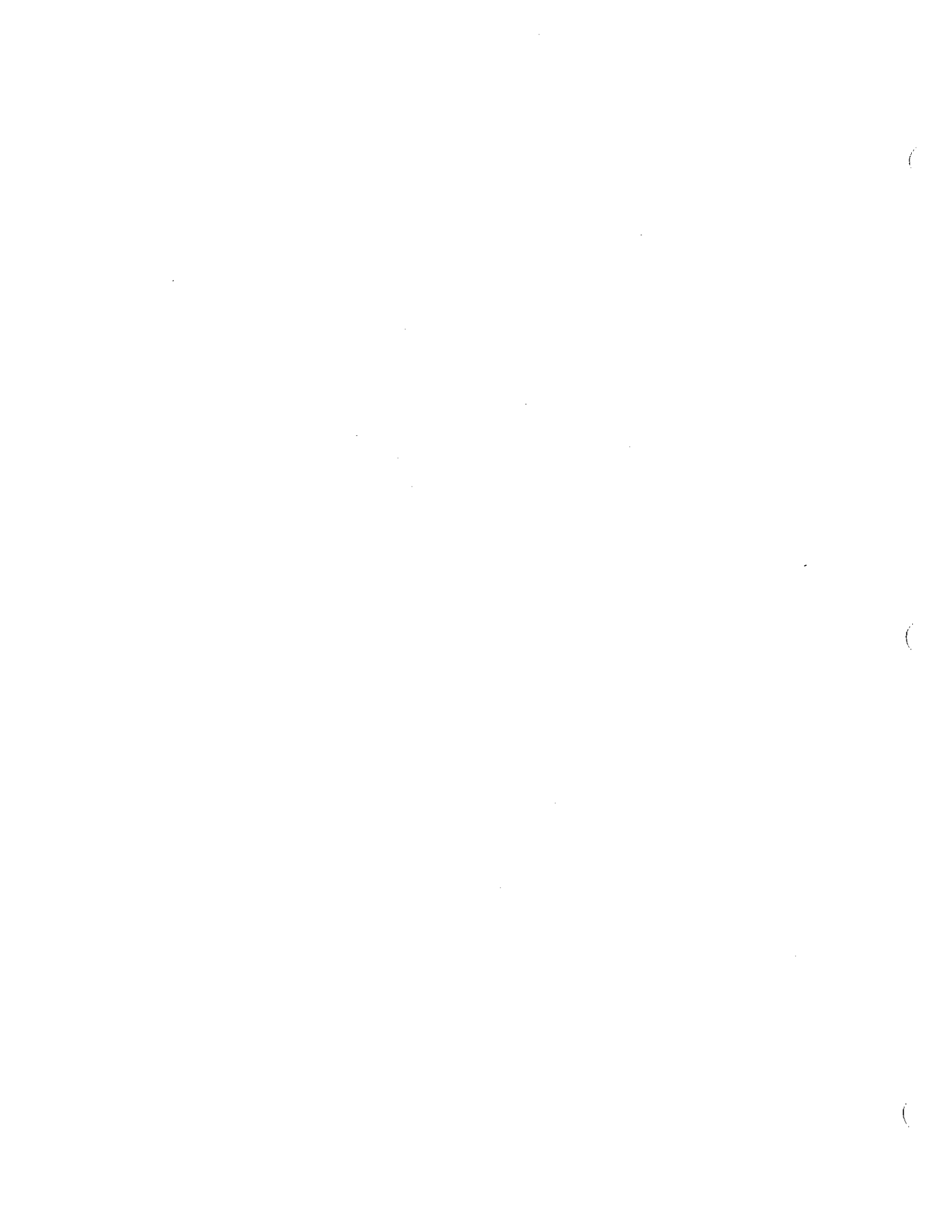
Placentia Library District

Circulation Report – December 2007

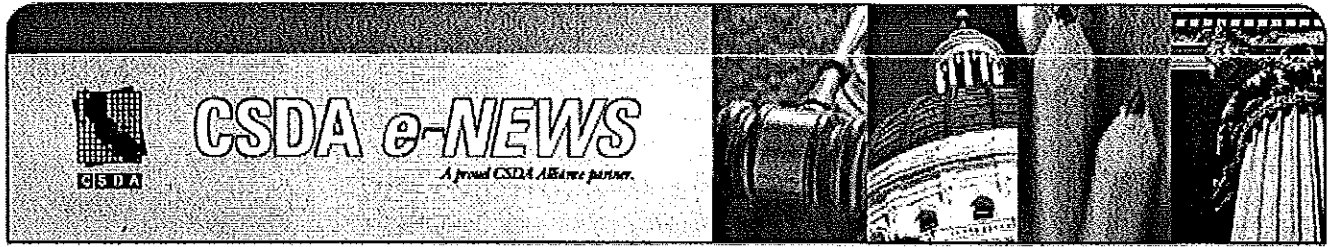
| | December 2007 | December 2006 | Y-T-D 2007 | Y-T-D 2006 | Y-T-D % change |
|--|------------------|------------------|----------------|----------------|-------------------|
| 1st Time Checkouts | 14,273 | 11,327 | 102,479 | 90,703 | 11.5% |
| Phone Renewals | 724 | 941 | 5,566 | 5,398 | 3.0% |
| In-Building Renewals | 457 | 279 | 4,326 | 2,850 | 34.1% |
| <u>On-line renewals</u> | 1,871 | n/a | 3,738 | n/a | n/a |
| TOTAL CHECKOUTS | 17,325 | 12,547 | 116,109 | 98,951 | 14.8% |
| On-Time Checkins | 17,441 | 14,368 | 118,352 | 103,303 | 12.7% |
| <u>Late Checkins</u> | 1,302 | 1,028 | <u>7,255</u> | <u>6,531</u> | <u>10.0%</u> |
| TOTAL CHECKINS | 18,743 | 15,396 | 125,607 | 109,834 | 12.6% |
| Holdings Placed | 613 | 344 | 3,949 | 2,911 | 28.3% |
| Holdings Cancelled | 21 | 14 | 82 | 104 | -28.8% |
| Holdings Filled | 474 | 295 | 3,021 | 2,319 | 23.2% |
| NEW PATRON REGISTRATIONS | 177 | 247 | 1,607 | 1,986 | -23.6% |
| CIRCULATION BY TYPE OF MATERIAL | | | | | |
| Adult Print | 5,114 | 4,590 | 38,390 | 35,688 | 7.0% |
| Juvenile Print | 6,146 | 5,168 | 46,512 | 42,170 | 9.3% |
| Audio | 1,058 | 926 | 6,746 | 6,493 | 3.8% |
| <u>Visual</u> | 4,979 | 3,113 | <u>31,688</u> | <u>22,807</u> | <u>27.8%</u> |
| TOTAL CIRCULATION | 17,297 | 13,797 | 123,216 | 107,158 | 13.0% |
| CIRCULATION BY PLACE OF RESIDENCE | | | | | |
| Placentia residents | 9,732 | 7,524 | 70,784 | 60,453 | 14.6% |
| <i>Placentia residents (as a percentage)</i> | <i>56.3%</i> | <i>54.6%</i> | <i>57.4%</i> | <i>56.4%</i> | |
| Anaheim residents | 3,186 | 2,778 | 22,369 | 17,240 | 22.9% |
| <i>Anaheim residents (as a percentage)</i> | <i>18.4%</i> | <i>20.1%</i> | <i>18.2%</i> | <i>16.1%</i> | |
| Non-residents (includes Anaheim) | 7,565 | 6,273 | 52,432 | 46,705 | 10.9% |
| <i>Non-residents (as a percentage)</i> | <i>43.7%</i> | <i>45.5%</i> | <i>42.6%</i> | <i>43.6%</i> | |
| TYPES OF ACTIVE BORROWERS | | | | | |
| Adult | 12,838 | 10,352 | | | |
| Young Adult | 311 | 207 | | | |
| Juvenile | 2,185 | 2,151 | | | |
| New Borrower | 745 | 729 | | | |
| Reciprocal borrowers | 164 | n/a | | | |
| Gold Members | 613 | n/a | | | |
| <u>Other (staff)</u> | 465 | 358 | | | |
| TOTAL ACTIVE BORROWERS * | 17,321 | 13,797 | | | |
| TOTAL REGISTERED BORROWERS ** | 34,368 | 31,113 | | | |
| ATTENDANCE | 44,949 | 37,166 | 303,555 | 272,353 | 10.3% |

* Active borrowers have used the Library this month

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



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January 7, 2008

In this issue...

- [Legislature is Back in Business](#)
- [Governor to Present State of the State Address](#)
- [Governor and Speaker Submit Healthcare Reform Initiative](#)
- [New Document from Senate Local Government Available](#)
- [Governor's Post-Employment Benefits Commission Holds Press Conference](#)
- [Register Now for Board Member Training](#)
- [CSDA Finance Corporation: Working for Your District!](#)
- [CSDA Explores Shipping Discount Options](#)
- [Special District Leadership Foundation - Congratulations are In Order](#)
- [District Weighs Ban on Smoking in Parks](#)
- [O.C. Sewage Will Soon be Drinking Water](#)

Employment

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

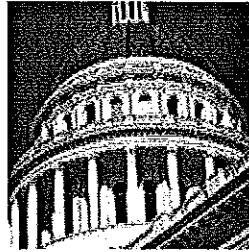
District Manager
Trinity County RCD

Financial Manager
Tahoe RCD

Public Outreach Specialist
Tahoe RCD

Public Works Director

Legislature is Back in Business



Today the Legislature will meet again after a three-month recess. Though they were technically 'off,' special sessions dealing with healthcare reform, water issues and the budget crisis kept legislators and staff busy. However, none of those issues were resolved, and the returning

Legislature faces a slew of tasks, including the above topics, two-year bills yet to be resolved, new bills to be introduced and a laundry list of propositions, all in an election year. 2008 is shaping up to be an interesting year.

Governor to Present State of the State Address

The governor will present his State of the State address Tuesday at 3:30 before both houses of the Legislature. This Thursday, he will release his 2008/09 proposed state budget and declare a fiscal state of emergency, calling for a special session of the Legislature to address the budget crisis. This declaration is not the declaration he is required to issue under Proposition 1A. CSDA will be staying on top of any updates pertaining to Prop 1A and will keep members posted as information becomes available.

Governor and Speaker Submit Healthcare Reform Initiative

Governor Arnold Schwarzenegger and Assembly Speaker Fabian Nunez (D-Los Angeles) jointly filed a measure to fund the proposed healthcare reform efforts. The Democratic legislative leadership and the Republican governor were unable to pass the funding provisions through the Legislature, as the plan includes tax increases that Republican lawmakers have steadfastly opposed. [Read more about this initiative...](#)

New Document from Senate Local Government Available

The Senate Local Government Committee recently released a new helpful document dealing with local tax powers. Called

CSDA Calendar

Jan 24-25
Board Member Training
Emeryville

Feb 7-8
Board Member Training
Manteca

Feb 21
General Manager Training
Auburn

Feb 22
Supervisory Training
Auburn

Sept 22-25
Annual Conference and Exhibitor Showcase
Irvine

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

FAQ

What is the difference between independent and dependent districts?

[Click here to learn the answer!](#)

Survey

Which company do you use for your express shipping needs?

[Click here to answer!](#)

City of Tracy

Purchasing Officer
Santa Fe Irrigation District


General Manager
North Tahoe PUD

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

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

Advertisers

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CSDAMobile.com


'Revenues and Responsibilities,' this document provides an inventory of local taxing authority, including special districts' ability to tax. It is a table that lists the purpose of the tax, the location of the authority in the California Codes, the authorized entity to use it and any relevant notes.

CSDA assisted in the review of the initial drafts of the document. The final document can be found at CSDA's Members website. Log into <http://members.csdanet.net> and select the Legislation and Grassroots tab.

Governor's Post-Employment Benefits Commission Holds Press Conference

The Governor's Public Employee Post-Employment Benefits Commission held a press conference earlier today to release its report and recommendations. The report is now available on-line and may be accessed at www.pebc.ca.gov.

Education

Register Now for Board Member Training

Registration is open and there are still some seats available for the Board Member Training in Emeryville on January 24 and 25. Leading a special district as a newly elected or appointed official is both exciting and challenging. CSDA's Board Member Training is designed specifically for special district board members and board chairs/presidents in order to provide the tools, background and overall knowledge necessary to help navigate the first year of governing a special district and be an effective leader. [Read more about this training...](#)

Membership



**CSDA Finance Corporation:
Working for Your District!**



The new year is upon us which brings the implementation of new projects in many districts. If you are like many districts across the state, your board has approved a project and you are preparing to move forward, but you still need to figure out how to finance it! Let the CSDA Finance Corporation be the answer to your financing needs; be it a \$50,000 vehicle, a \$100 million infrastructure overhaul or anything in between! [Read more about the CSDA Finance Corporation...](#)

CSDA Explores Shipping Discount Options

In an effort to bring you even more member benefits; CSDA is exploring partnership opportunities with shipping companies to offer your district discounted shipping services. Please [CLICK HERE](#) to answer our brief survey and let us know who you use for shipping, how often and which companies you would consider using. Thank you for your valuable participation in this brief survey!

Special District Leadership Foundation

Special District Leadership Foundation - Congratulations are in Order

Tim Deutsch, General Manager of the Orange County Cemetery District and Kirk Howie, Assistant General Manager of the Three Valleys Municipal Water District have completed the CSDA Special District Leadership Academy and the other qualifications necessary to receive the 'Recognition in Special District Governance' certificate. They were recognized by SDLF in December 2007. [Read more about the Recognition in Special District Governance program...](#)

In the News

District Weighs Ban on Smoking in Parks

Concerned about the effect of secondhand smoke and the potential for wildfires, the Rancho Simi Recreation and Park District will consider a plan to ban smoking at public parks in the unincorporated community of Oak Park. [Read more of this story...](#)

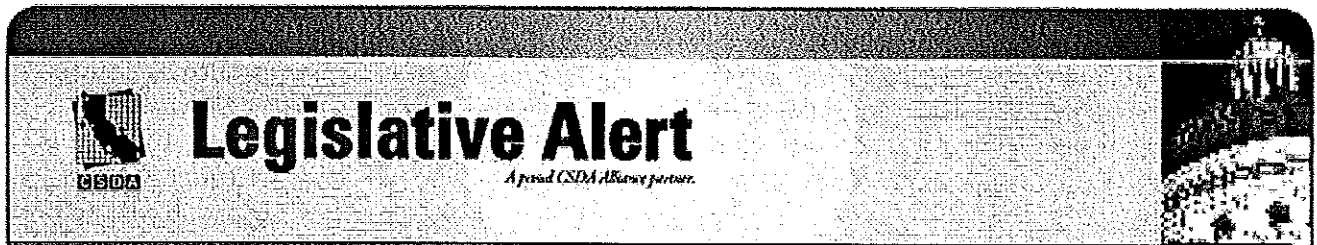
O.C. Sewage Will Soon be Drinking Water

As a hedge against water shortages and population growth, Orange County has begun operating the world's largest, most modern reclamation plant -- a facility that can turn 70 million gallons of treated sewage into drinking water every day. The new purification system at the Orange County Water District headquarters in Fountain Valley cost about \$490 million and comprises a labyrinth of pipes, filters, holding tanks and pumps across 20 acres. [Read more of this story...](#)

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If you know of board members or employees from your district who would benefit from receiving CSDA e-News, simply reply to this email and send us their names, titles and email

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Governor Schwarzenegger announced this morning that he will be issuing proclamations declaring a fiscal emergency in California. The governor also called for a special session of the Legislature to discuss the crisis and announced that the proclamations will be issued concurrently with the release of his proposed 2008-09 state budget. The special session is to convene January 10, 2008 and emergency legislation will be drafted over the holidays to address the current year shortfall. Included below is the full press release from the governor's office, detailing the announcement. [Click here to review the document "Tying Our Own Hands,"](#) which summarizes the policies the governor has pursued in an effort to achieve financial stability for the state. CSDA will continue to monitor developments regarding the budget shortfall and will keep you informed as details become available.

GAAS:976:07

For Immediate Release:

Friday, December 21, 2007

Gov. Schwarzenegger Announces Special Session to Address Fiscal Emergency

Governor Says Reducing Spending is Way to Solve the Problem

Citing a projected current-year budget shortfall of \$3.3 billion, Governor Arnold Schwarzenegger announced today that he will issue proclamations declaring a fiscal emergency and calling a special session of the Legislature to address it on Thursday, January 10, 2008.

The proclamations will be issued concurrently with the release of the Governor's proposed 2008-09 state budget. Emergency legislation is also being drafted over the holidays to address the current year shortfall and will be introduced immediately upon opening of the special session.

"While California's economy remains fundamentally sound and continues to grow, a combination of factors has dramatically changed our budget outlook this fall," Governor Schwarzenegger said. "I have briefed each of the legislative leaders on our projected budget shortfall and I believe that when the Legislature reconvenes in January immediate action is necessary. I will continue my discussions with the leaders in the coming weeks, so that we can narrow as many differences as possible and move quickly in the special session to bring this year's budget back into balance. In addition, I have also met with dozens of officials in the last three weeks including law enforcement and education leaders, as well as advocates for patients and persons with disabilities, to talk about our budget situation."

Since taking office, Governor Schwarzenegger has actively pursued policies to achieve greater fiscal stability for the state without stealing from local governments and infrastructure funding. He successfully negotiated and campaigned for passage of Propositions 57, 58 and 1A, protecting local funding and transportation dollars for local projects in 2004 and he campaigned unsuccessfully for a spending cap in 2005.

"I firmly believe that the way to solve our chronic budget problem is with fiscal restraint. We will figure out how to get spending in line with revenue," said Governor Schwarzenegger. "We must take action as soon as the Legislature returns to close the current-year shortfall and balance the budget for the coming fiscal year. But it is also essential for us to make long-term fundamental budget reform an absolute priority. Our current situation makes it clear the state's budget system is flawed. However our fiscal adversity actually creates an opportunity - if we rise to the challenge - to implement lasting reform. I believe that we must and I am ready to work with the Legislature to achieve it. In the meantime, Californians should enjoy the holiday season with the confidence that our economy is fundamentally strong."

Among the factors contributing to the current-year shortfall:

- A revised - and lower - current-year revenue forecast, driven in part by the continuing slump in the housing sector and the ongoing effects of the subprime mortgage collapse.
- Increased firefighting costs related to this fall's wildfires in Southern California.
- Legal challenges that have delayed implementation of Indian gaming compacts.
- Lower estimated local property tax revenues, which affect the state's share of K-14 school funding.
- An appellate court decision in a lawsuit over teachers' retirement funding.

Under the provisions of Proposition 58, approved by Californians in March 2004, the Governor has the authority to declare a fiscal emergency if he determines that the state faces substantial revenue shortfalls or expenditure increases. The Governor is then required to call a special session of the Legislature and to propose legislation to address the fiscal emergency. If the Legislature fails to approve and send legislation to the Governor to address the fiscal emergency within 45 days, it would be prohibited from acting on any other bills or adjourning in joint recess until such legislation is passed.

California Special Districts Association | 1112 I Street | Suite 200 | Sacramento, CA 95814

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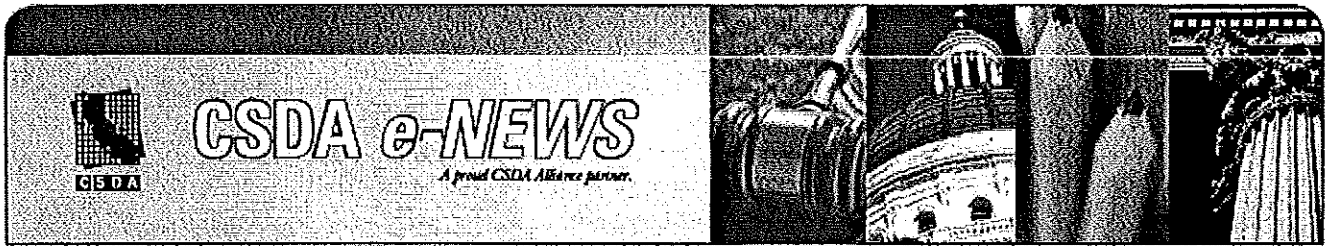
Governor Schwarzenegger and California's Budget

Tying Our Own Hands

Since taking office Governor Schwarzenegger's leadership has successfully spearheaded efforts to take past budget-balancing ploys off the table. Prior to his administration, the State of California was criticized by local governments for regularly using local tax dollars in difficult budget years to help cover Sacramento shortfalls (estimates put this number at \$40 billion between 1992-2004.). The Governor proposed a new set of solutions and has actively pursued policies to achieve greater fiscal stability for the state.

- **Governor Schwarzenegger proposed the California Recovery Plan.** The Governor's proposal included a Constitutional amendment to limit budget spending; it also proposed issuing economic recovery bonds and reforming workers compensation.
 - While the Legislature failed to adopt the Governor's initial spending limit proposal, the Governor fully supported the final negotiated product.
- **Governor Schwarzenegger negotiated and championed Proposition 58.** The Governor championed the California Balanced Budget Act (Proposition 58) which:
 - Requires that the State of California enact a balanced budget each year.
 - Allows the Governor to declare a fiscal state of emergency and make mid-year budget adjustments, in the event that the state faces significant revenue shortfalls or spending deficiencies.
 - Establishes a rainy day reserve.
 - Prohibits most future borrowing to cover budget deficits (general obligation bonds, revenue bonds, and certain other forms of long-term borrowing).
- **Governor Schwarzenegger negotiated and championed Proposition 1A.** The Governor worked with the legislature to place the Protection of Local Government Revenues Act (Proposition 1A) on the November 2004 ballot and campaigned on its behalf. Passed by voters, this Constitutional amendment prevents the State of California from taking funding from local coffers. As a result, the State of California cannot:
 - Reduce or reallocate local sales taxes.
 - Shift property taxes to schools (ERAF) or reallocate them among local government agencies.
 - Reduce the Vehicle Licensing Fee rate below .65 percent of value unless the state provides replacement revenue.
 - Mandate costs on locals by shifting partial or full responsibility for costs of shared programs.
- **Governor Schwarzenegger pushed for a state spending limit.** In 2005 the Governor championed Proposition 76, the California Live Within Our Means Act, which included a spending limit for the state budget—showing his commitment to solving our budget's structural problems and the state's spending habits even in prosperous economic times.
- **Governor Schwarzenegger raised the bar on Proposition 42.** As a result, the state lost its ability to borrow from these transportation funds on an open-ended basis.
 - Proposition 1A—the voter-approved 2006 ballot proposition to protect transportation funding that was part of the Governor's Strategic Growth Plan—made it more difficult for the state to tap Proposition 42 transportation funds.
 - The proposition amended the State Constitution to provide that transfers of sales taxes on gasoline under Proposition 42 can only be suspended on the condition that the suspended amount is repaid within three years. The bond also provided that an equal share of any outstanding debt related to past suspensions of Proposition 42 (done in 03-04 and in 04-05) is repaid every year. That ongoing repayment amount is \$82.7 million.

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December 18, 2007

In this issue...

[Is Proposition 1A at Risk?](#)

NEW MEMBER BENEFIT!

[Discounted Cellular Phones and Service for you and Your District at \[www.csdamobile.com\]\(http://www.csdamobile.com\)](#)

[Perata Blasts Cal Chamber's Initiatives](#)

[Plan Now to Attend General Manager Training and Supervisory Training/Sexual Harassment Training in February of 2008](#)

[Remember to Hold Your Hotel Room for the 2008 Board Member Training Class](#)

[Annual Conference Exhibitor Showcase - Reserve Your Booth ASAP](#)

[Is Your District a District of Distinction?](#)

[District Update Forms - One Key to Good Service](#)

[Osos District Offers Plan to Save Rare Snail](#)

[Tri-City Medical Center Seeks Final OK for \\$778M Seismic Retrofit](#)

Employment

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

General Manager
North Tahoe PUD

Golf Course Manager
Southgate Recreation and Park District

General Manager
Valley-Wide Recreation and Park District

CSDA wishes everyone a happy holiday. The e-News

will be off the next two weeks and will return the week of January 7, 2008.

Is Proposition 1A at Risk?



The short answer is yes. Given the magnitude of the estimated \$14 billion state budget deficit, everything is on the table, including shifting additional property tax revenues from local governments, which is permitted under

Proposition 1A, provided specific conditions are met. [Read more about the current deficit and how it relates to Prop 1A...](#)



CSDA LAUNCHES NEW MEMBER BENEFIT! Discounted Cellular Phones and Service for you and Your District at www.csdamobile.com!

CSDA's newest member benefit is ready and waiting for you! CSDA has created a partnership with A2connect to bring CSDA members great deals and discounts on cell phones and services. A2connect has access to 20 major carriers, including Verizon, Sprint, AT&T, T-Mobile, Jitterbug, Alltel and many more. CSDA members are now able to purchase the phone of their choice, including smart phones, music phones, Razrs and more! Members can visit www.csdamobile.com or call the toll free phone number (800) 620-1273 for more information and options available. [Read more about this service...](#)

Perata Blasts Cal Chamber's Initiatives

Senate President Pro Tempore Don Perata (D-Oakland) and Senator Mike Machado (D-Linden), along with water experts and environmentalists, held a press conference criticizing the California Chamber of Commerce's water storage bond initiatives. The 'Pave the Rivers' initiatives, as they called it, would force the state to spend money on dams that would

CSDA Calendar

Jan 24-25
[Board Member Training Emeryville](#)

Feb 7-8
[Board Member Training Manteca](#)

Feb 21
[General Manager Training Auburn](#)

Feb 22
[Supervisory Training Auburn](#)

Sept 22-25
[Annual Conference and Exhibitor Showcase Irvine](#)

Call Chris Ashley at 877.924.2732 to register for any of the above workshops.

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

FAQ

A board member no longer conducts his/her duties. When can the position be considered vacant?

[Click here to learn the answer!](#)

Survey

Program Supervisor
Sacramento Metropolitan
Air Quality Mgmt District

**Human Resources
Manager**
Olivenhain Municipal Water
District

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

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harm the environment and fail to supply clean drinking water for the state's future needs, the senators claimed.

Two weeks ago, the California Chamber of Commerce introduced four water storage bonds, asking for nearly \$12 billion in bonds for a variety of projects, including dams. To see the four proposals, log onto <http://members.csdanet.net> and select the Legislation and Advocacy tab.

Education

**Plan Now to Attend General Manager
Training and Supervisory Training/Sexual
Harassment Training in February of 2008**

Board General Manager Training and Supervisory Training are scheduled back-to-back on February 21 and February 22, 2008. The 2008 Supervisory class will be followed by a two-hour Sexual Harassment Compliance Training class taught by Dennis Timoney. [Read more about these trainings...](#)

**Remember to Hold Your Hotel Room for the
2008 Board Member Training Class**

Board Member Training will be here before you know it. Scheduled for January 24 and 25 in Emeryville, (near Berkeley) California, this class is designed not only for new board members, but for those of you who have been around for awhile and want to brush up on laws, regulations and leadership techniques. Taught by seasoned board member and general manager, David Aranda, this is one of the most sought-after CSDA classes. [Read more about this training...](#)

**Annual Conference Exhibitor Showcase –
Reserve Your Booth ASAP**

Pamela Williams, meetings coordinator is currently taking reservations for exhibit booths for the 2008 Exhibitor Showcase. Scheduled for September 23-24 at the Hyatt Regency Irvine Hotel, the 2008 CSDA Exhibitor Showcase promises to be one of the most unique and exciting tradeshows in CSDA history. This year's theme, e-District: embracing technology, has drawn a number of new vendors. Business Affiliates and vendors are not waiting – they are selecting their spaces now. There are a few choice 'prime' and 'premiere' packages available. Call Pamela at 877.924.CSDA to learn about the new opportunities available to you for the first time ever. You are not going to want to miss this one, so call today!

**How much does your
district spend per
month on utilities?**

[Click here to answer!](#)

Is Your District a District of Distinction?

Special districts provide the most efficient, responsive local services to California communities and yet they have been under frequent scrutiny by the media and Legislature, which allege that special districts are often invisible and unaccountable. The Special District Leadership Foundation (SDLF) has developed the District of Distinction program to help correct these misperceptions by providing districts with a means for proactively demonstrating their viability as providers of essential public services. [Learn more about this program...](#)



Membership

District Update Forms – One Key to Good Service

CSDA appreciates your continued membership! With your district's 2008 renewal notice your district received a District Update Form outlining the current information we have about your district; including services, operating budget, staff and board. Your participation in making any necessary updates on these forms and sending them back to the CSDA office is greatly appreciated! Update forms can be mailed back with your membership renewal or faxed to 916.442.7889. Thank you for helping ensure we have the most current information so we can best serve your district!

In the News

Osos District Offers Plan to Save Rare Snail

Threatened by a state agency for not having the proper permits to grade and remove vegetation on a key parcel of land, the Los Osos Community Services District recently submitted a plan detailing how it will maintain the property to protect a rare snail. [Read more of this story...](#)

Tri-City Medical Center Seeks Final OK for \$778M Seismic Retrofit

Spending \$778 million should provide Tri-City Medical Center with the seismic retrofit and building renovations that the aging hospital needs to maintain its role as the primary acute-care

facility in North County. The present six members of the Tri-City Healthcare District board unanimously selected the second alternative — the least expensive of the three design concepts — during the last week of November. [Read more of this story...](#)

Spread the e-News!

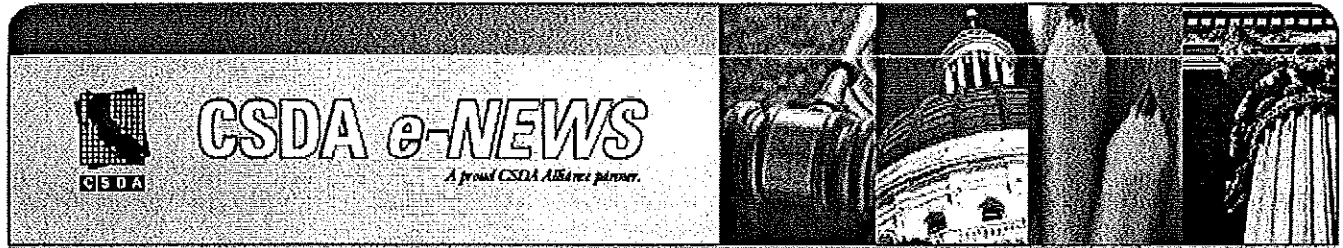
If you know of board members or employees from your district who would benefit from receiving CSDA e-News, simply reply to this email and send us their names, titles and email addresses — that ensures they'll begin receiving CSDA e-News every week. For more information, contact Travis Wills at Travisw@csla.net or (877) 924-CSDA (2732).

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Is Proposition 1A at Risk?

The short answer is yes. Given the magnitude of the estimated \$14 billion state budget deficit, everything is on the table, including shifting additional property tax revenues from local governments, which is permitted under Proposition 1A, provided specific conditions are met.

Proposition 1A, co-sponsored by CSDA and supported by the governor, every local government organization and scores of legislators, was passed by the voters in 2004 with an unprecedented 84 percent "yes" vote. By passing Proposition 1A, the voters expressed their strong support for protecting local governments' property tax revenues, placing those protections in the state constitution.

In addition to providing constitutional protections for property tax revenues, Proposition 1A also requires the state to fully fund state mandated programs and suspends any mandate on local governments in any year the Legislature does not fully fund the mandate, including all costs incurred in prior years.

Proposition 1A contains language, commencing in fiscal year 2008-09, that allows a temporary suspension of the property tax protections wherein the state may "borrow" not more than 8 percent of total property tax revenues, currently estimated at approximately \$2 billion, provided the following conditions are met:

1. The governor, and only the governor, must issue a proclamation declaring a "severe fiscal hardship;"
2. The Legislature must then enact an urgency statute suspending Proposition 1A's property tax protections. That statute requires a two-thirds vote in each house of the Legislature; and,
3. The Legislature must enact a statute providing for the full repayment of the "borrowed funds," plus interest within 3 years.

Finally, Proposition 1A prohibits the Legislature from suspending the property tax protections more than twice in any 10-year period and only if any previous borrowed property tax revenues have been repaid.

A frequently asked question is: If Proposition 1A is suspended; will the Legislature use the same formula that was utilized in the recent 2-year property tax shift?

Should Proposition 1A be suspended, the governor and Legislature would be free to propose any formula they so chose. They could, for example, assign a dollar amount of property tax revenues to be "borrowed" from cities, counties and special districts and leave the formula details to each such segment of local government, which was the process followed in part with the recent 2-year shift. Conversely, the governor and Legislature could propose a specific formula for cities, counties and special districts, allowing some modifications during the legislative process. Key for the governor and Legislature will be to obtain the total amount of property tax revenues from local governments as part of a larger state budget solution.

What You Can (and Should) Do

The Legislature returns to Sacramento on January 7 and budget-related issues are certain to be center stage. CSDA

encourages each district to contact their legislators and provide specific information relative to what losing additional property tax revenues means to your district and the citizens you serve. In so doing:

1. Given property tax revenues are down and significantly so in certain areas of the state, share the property tax reductions your district will experience next year and how that reality, coupled with an additional property tax shift under Proposition 1A will impact your district's ability to maintain service levels;
2. Limit your comments to the factual impacts of losing additional property tax revenues, as angry and/or "its not our problem" comments are not helpful; and,
3. Share your cost-impact analysis with your local media and constituents/customers, as each may become an ally in our collective effort to block a suspension of Proposition 1A.

Lastly, don't be surprised if some legislators argue back that all local governments supported Proposition 1A, knowing full well that the measure contained a provision allowing the borrowing of property tax revenues under certain conditions, and given the magnitude of the current state budget deficit, everyone, including local governments, must participate in the solution.

CSDA will continue to provide its membership with timely updates as this critical issue moves forward.

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Elizabeth Minter

From: Jeri Takeda [jtakeda@mcls.org]
Sent: Thursday, January 10, 2008 2:30 PM
To: 'MCLS/SLS/SSCLS Directors'; bwolfe; CA School of Culinary Arts; Citrus Comm College; CSUN; El Camino College; El Segundo USD; Glendora High School; 'Heller, Ehrman, White & McAuliffe'; Huntington Beach PL; Moorpark City Library; nkleban@la.aiuniv.edu; Palm Springs PL; Rancho Mirage PL; Santa Monica College; Sidley Austin Brown & Wood LLP; Southwestern University; Thelen Reid & Priest LLP
Cc: bgallardo; ccarlisle; mgermroth; palger; pcollins; rgarza; shaber
Subject: FW: [calix] Governor's Budget: Cuts to PLF and TBR
Attachments: ATT00013.txt

From: calix-bounces@lists.sjsu.edu [mailto:calix-bounces@lists.sjsu.edu] **On Behalf Of** Laura Fisher
Sent: Thursday, January 10, 2008 1:46 PM
To: Calix
Subject: [calix] Governor's Budget: Cuts to PLF and TBR

TO: CLA MEMBERS/ SYSTEMS/ NETWORK CONTACTS
FROM: Mike Dillon, CLA Lobbyist and Christina Dillon, CLA Lobbyist
RE: NEWS FROM THE CAPITOL

I. GOVERNOR RELEASES 2008-09 STATE BUDGET - CUTS PUBLIC LIBRARY PROGRAMS BY 10 PERCENT

CLA's Letter Writing Campaign May Have Prevented Deeper Cuts to PLF and TBR

Facing a daunting \$14.5 billion deficit, at 11 a.m. today Governor Arnold Schwarzenegger released his much-anticipated 2008-09 California State Budget. The Governor began his press conference this morning by stating that he would be proposing a ten percent across-the-board cut to "almost every program," which he called, "very difficult to do. I can see every single person hurt by these cuts." In fact, the Governor notes in his Budget primer, that the ten percent reduction is in effect for "all General Fund departments and programs, Boards, Commissions, and elected offices-including the legislative and judicial branches..." He adds, "While these reductions present numerous challenges to implement, this across-the-board reduction approach is designed to protect essential services by spreading reductions as evenly as possible so that no single program is singled out for severe reductions." Having said that, it is apparent from the list of cuts released today that several areas of the Budget will bear a larger brunt of the reductions, such as health and welfare, education, and parks and recreation. For example, the Governor proposes cuts to the Department of Parks and Recreation that will result in the closing of "48 state parks out of 278 existing parks," cutting Medi-Cal payments to counties by \$75.8 million, and a controversial suspension of Proposition 98, with cuts to K-12 education, amounting to \$4.4 billion.

There had been a rumor that suspending Proposition 1A, to seize property taxes from cities, counties, and special districts, might be on the table. However, this solution does not appear to be part of the Governor's proposal.

IMPACT ON PUBLIC LIBRARIES

The Public Library Foundation and the Transaction Based Reimbursement program, as well as state operations for the California State Library, each fell victim to the ten percent across-the-board cut. The PLF was reduced by \$1.4 million and the TBR was reduced by \$1.4 million. However, based on the radical proposed cuts in

various programs in the Budget, we are of the firm belief that CLA lobbying efforts, as well as CLA's grass roots writing campaign to legislators and the Governor, may have protected the Public Library Foundation and Transaction Based Reimbursement from deeper reductions than those listed below:

The Governor's Budget states:

BUDGET-BALANCING REDUCTIONS

- Total budget-balancing reductions for the California State Library amount to \$5.1 million in 2008-09.
- The major reductions in 2008-09 are described below:
- A \$1.6 million reduction for State Operations - Support. The actual impact depends on how the State Library implements this unallocated reduction.
- A \$1.4 million reduction for the Transaction Based Reimbursement Program. The reduction would reduce state reimbursement of the local costs for library book loan programs.
- A \$1.4 million reduction for the Public Library Foundation Program. This would reduce state support for local library operating costs. Local libraries may need to delay purchases of new materials or reduce the hours or days of operations."

The Governor's Budget provides two increases in funding for the State Library:

MAJOR PROGRAM CHANGES

- The Budget provides \$1,420,000 General Fund to acquire and implement the California State Library's new Integrated Library System.
- The Budget provides \$2,600,000 General Fund to relocate State Library staff and materials during the renovation of the Library and Courts Building.

II. GOVERNOR DECLARES A "FISCAL EMERGENCY" - SPECIAL SESSION ON THE BUDGET TO FOLLOW

In his State of the State speech on Tuesday evening, Governor Schwarzenegger noted that he was concerned about the current Budget process, where "automatic formulas increase spending by 7.3 percent...We do not have a revenue problem, we have a spending problem. We need to fix the system." Thus, today the Governor stated that he is calling a "Special Session of the Legislature to immediately address the Budget and cash shortfall." The Governor is also proposing the so-called "Budget Stabilization Act" which would "provide for automatic reductions. These reductions will be triggered whenever the Governor projects that the state will be in deficit. The Governor will be required to estimate the year-end balance in the General Fund three times each year - in November, January and May. When this estimate shows a likely General Fund deficit of one percent or less, the Governor will reduce appropriations, on an annualized basis by 2 percent; when it shows a deficit of greater than one percent, appropriations will be reduced by 5 percent."

This proposal is likely to receive strong resistance by the Democratic-controlled legislature, who feel that any mid year Budget reductions should be subject to legislative determination, rather than a sole determination by the Governor.

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

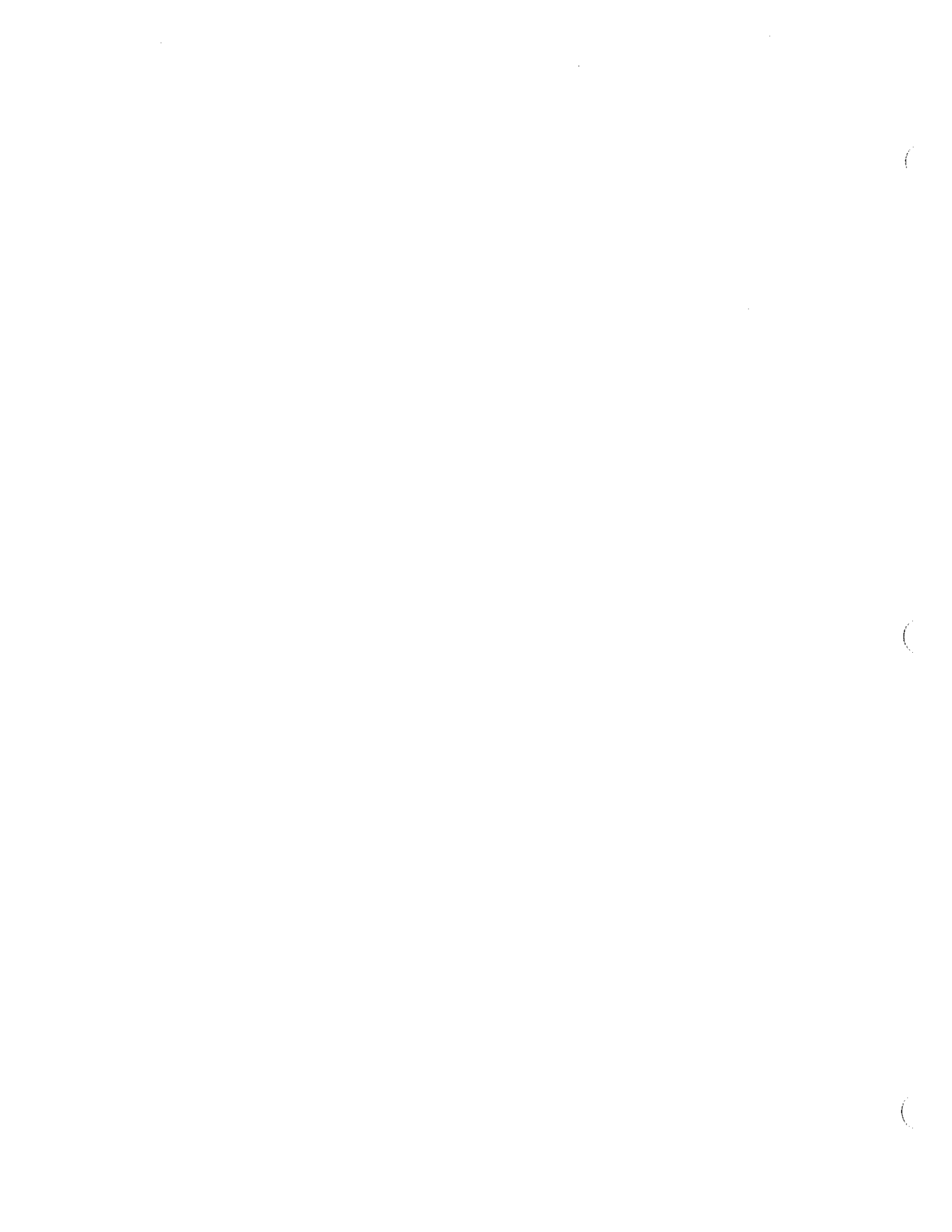
TO: Library Board of Trustees

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

SUBJECT: Review of Shared Maintenance costs with the City of Placentia under the Joint Powers Authority


DATE: January 15, 2008

No invoices were received during this report period. They normally do not arrive until the third week of the month.



Agenda Item 26

TO: Elizabeth Minter, Library Director

FROM: Jim Roberts, Public Services Manager/Literacy Coordinator 

DATE: January 15, 2008

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

Provided below is a list of active PLLS partnerships/coalitions in the community.

- ◆ Placentia Rotary Reading Enrichment Program (PRREP) is active again this school year. In late September and early October we had sign-ups at El Dorado and Valencia High Schools. We had more than 140 high school students PRREP volunteers last school year.
- ◆ We partner with Even Start at Ruby Drive Elementary School, where we offer Spanish literacy classes on Friday mornings during the school year.
- ◆ Federal Work Study (FWS) is a partnership among Western State University College of Law, Cal State Fullerton and the Library where qualified FWS students work part-time at the Library and off-site, primarily tutoring children. Cal State Fullerton and PLLS have two additional partnerships: 1. the Intern Program, and 2. Service Learning.
- ◆ PLLS is listed as a participating agency for interns with Valencia High School's Val Tech and International Baccalaureate (IB) programs.
- ◆ The homework partnership with H.I.S. House began again in September. The homework club is held Mon.-Wed. from 6:30-8 PM. We have nine (9) school-age students enrolled this year.
- ◆ The homework club at Topaz Elementary School is for 7th and 8th grade students who attend Tuffree Middle School and are graduates of Topaz. The Topaz-Tuffree Homework Club began on October 8.
- ◆ The homework Club at Kraemer Middle School began again in early November.
- ◆ The School District's citizenship class is on hold.
- ◆ The Kraemer-Placentia Library Homework Club started on October 8, in Room 402, and has been averaging about 20 students a day. This homework club is held from 3:30-5:30 Mon.-Thurs.



TO: Elizabeth D. Minter, Library Director

FROM: Jim Roberts, Public Services Manager 

Date: January 15, 2008

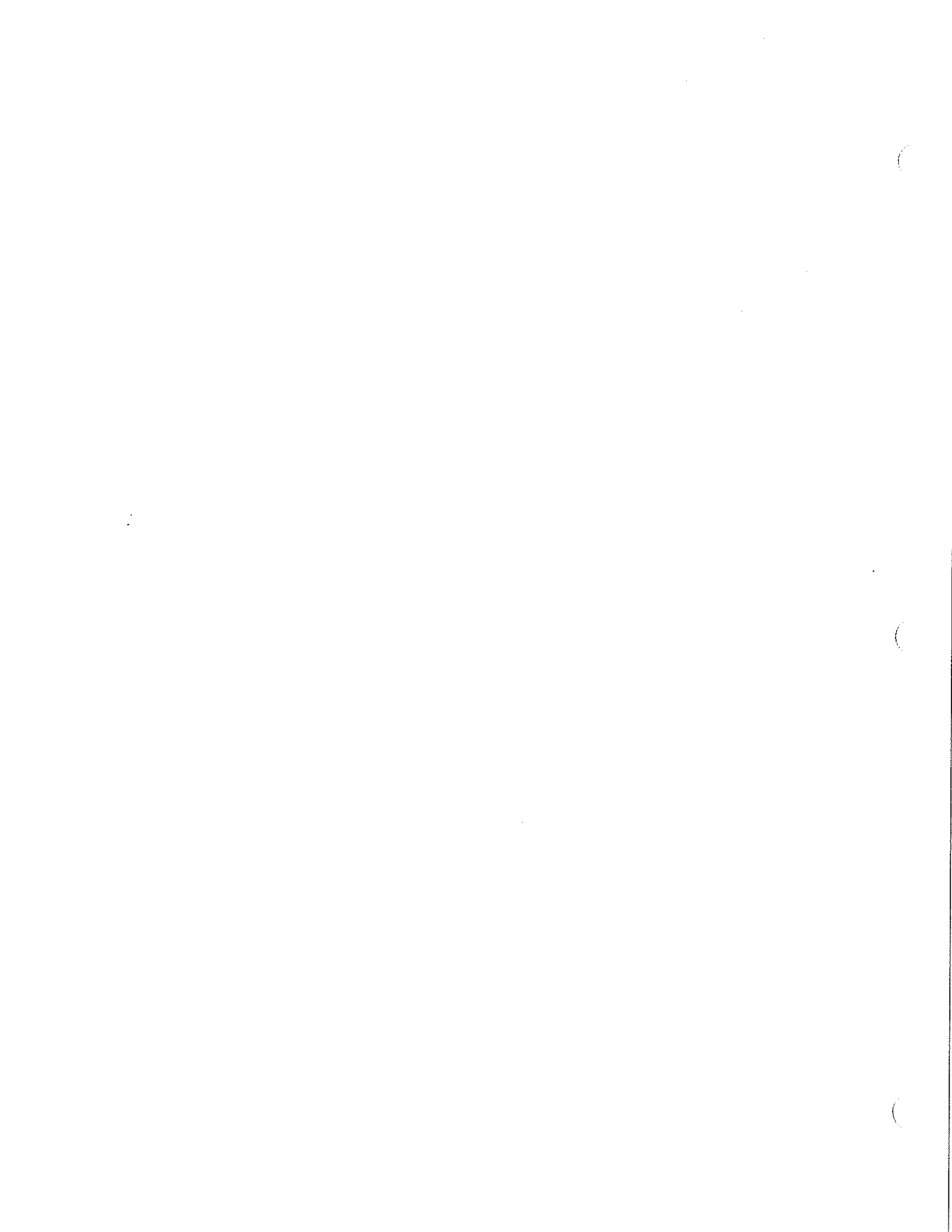
SUBJECT: Grant Status

| Source | Date Submitted | | By | ELLI | FFL | Adult Literacy | | Spanish Literacy | Children's | Homework Club | Library Amount | |
|-------------------------|----------------|-----------|---------|------|-----|----------------|----------|------------------|------------|---------------|----------------|----------|
| | Submitted | By | | | | FFL | Literacy | | | | Room | Library |
| Grants Pending | | | | | | | | | | | | |
| Barbara Bush Foundation | 07/07/07 | Ferrari | | | | | | | | | | 35,000 |
| Staples Foundation | 09/30/07 | Ferrari | | | | | | | | | | \$10,000 |
| TOTAL PENDING | | | | | | | | | | | | |
| TOTAL | | | | | | | | | | | | |
| Grants Received | | | | | | | | | | | | |
| CLLS (State Library) | \$30,000 | 08/01/07 | PLLS | X | X | X | X | X | X | X | X | |
| Draper Grant | \$10,000 | 3/1/2007 | Ferrari | | | | | | | | | |
| Disney Grant | \$5,000 | 9/6/2007 | PLLS | | | | | | | | | |
| CLLS (State Library) | \$23,729 | 11/9/2007 | PLLS | X | X | X | X | X | X | X | X | |
| TOTAL | | | | | | | | | | | | |
| Grants Denied/Withdrawn | | | | | | | | | | | | |
| Pacific Life | 35,000 | 08/27/07 | Ferrari | | | | | | | | | X |
| Pacific Life | \$5,000 | 08/27/07 | Ferrari | | | | | | | | | X |
| Irvine Health Found. | 7,000 | 10/07/07 | Ferrari | | | | | | | | | X |
| Rosenthal Fund | 3,000 | 3/1/2007 | Ferrari | | | | | | | | | X |
| Klein Foundation | 25,000 | 7/1/2007 | Ferrari | | | | | | | | | X |
| TOTAL | | | | | | | | | | | | |
| | | | | | | | | | | | | \$75,000 |

TO: Elizabeth Minter, Library Director
FROM: Jim Roberts, Public Services Manager/Literacy Coordinator
DATE : January 15, 2008
SUBJECT: Poet Laureate.

Meredith Laskow, Poet Laureate of the Placentia Library District, met with the Program Committee one time in December.

Meredith will be working with the Program Committee in planning for our Cowboy poetry Even for January 12th.



Placentia Library District

POLICY HANDBOOK

POLICY TITLE: Internet Access Policy
POLICY NUMBER: 6020

6020.1 Electronic reference resources, including the Internet, are services provided by Placentia Library District in fulfillment of its mission of providing materials and services that satisfy the educational and informational needs of the community.

6020.2 Requirements

6020.2.1 Users are required to enter their Library Card or Guest Pass number and personal identification number.

6020.2.2 Each patron is guaranteed thirty (30) minutes of uninterrupted use per session. Time will be extended automatically in fifteen (15) minute increments if there is no reservation in place. A five (5) minute notice will be given if another patron has reserved that PC. Staff may establish additional time restrictions during peak use periods in order to ensure that all patrons will have an opportunity to use the Internet if they wish to do so. In no case shall an individual's total access allowance for a day be less than sixty (60) minutes.

6020.2.3 No more than two (2) individuals per terminal. Some terminals may be restricted to one (1) person.

6020.2.4 Only web-based email (e.g. Hotmail, Yahoo!, etc.) is available.

6020.2.5 Downloading materials from the Internet onto the computer hard drive is not allowed for security reasons. However, files may be printed or saved to a USB flash drive.

6020.2.6 Most PCs are configured to filter out certain sites (e.g. pornography, gambling). Un-filtered access is available on request to any adult patron with either a valid adult Placentia or Anaheim Library card or a government-issued photo identification that shows the date of birth.

6020.1.7 Patrons using unfiltered access must use a computer with a privacy screen.

6020.2.7 No personal peripherals may be attached to Library computers other than a USB flash drive or headphones.

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TÓ: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *EWJ*
SUBJECT: Library Director's Report
DATE: January 15, 2008

Activities Report:

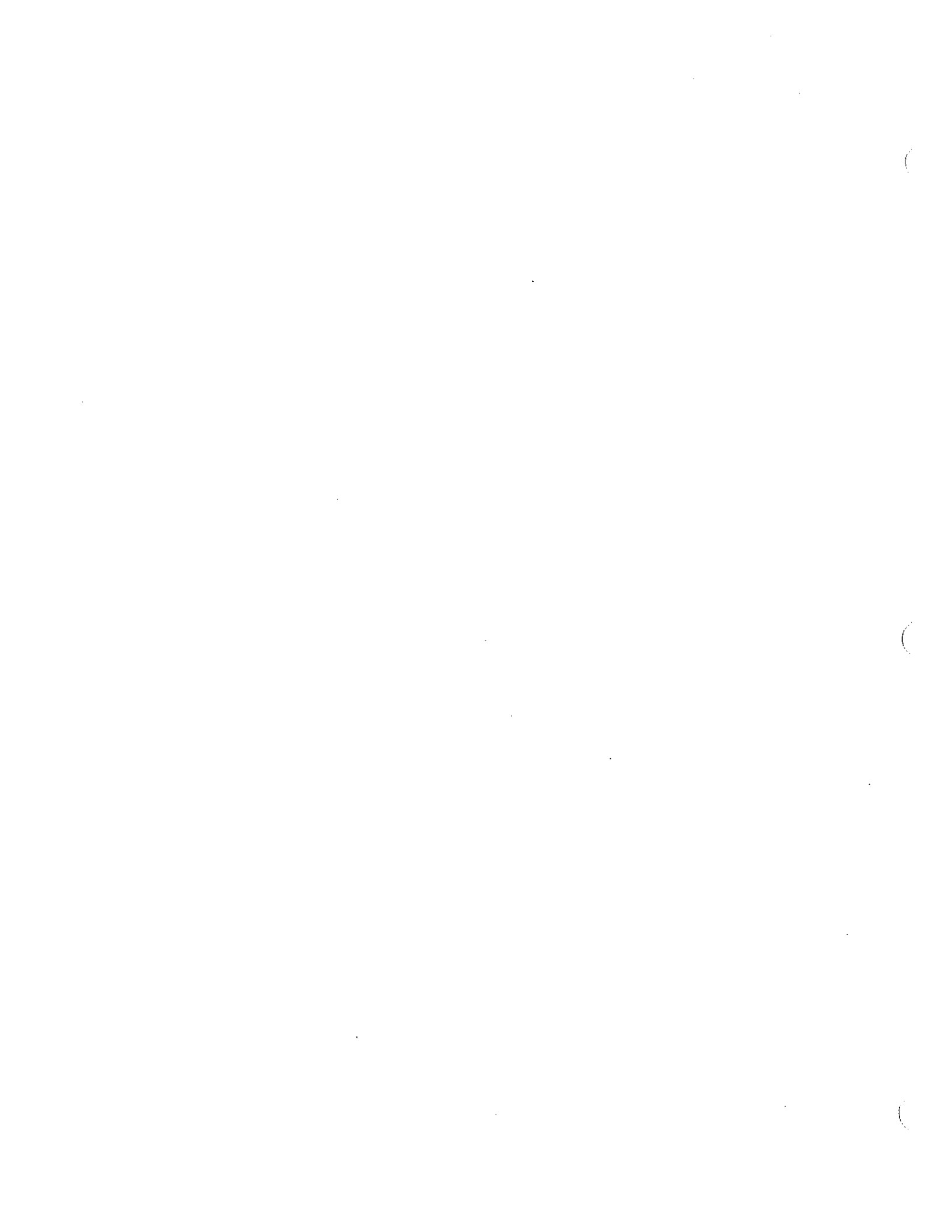
Dec 17 Library Board Meeting
Dec 19 Christmas program presentation for Homework Club at HIS House
Dec 20 Conducted Special Santiago Library System Council Meeting to discuss the system merger proposal process.
Dec 27 PLFF Finance Committee Meeting
Jan 3 Met with caterers to finalize plans for PLFF dinner on Jan 10
Jan 10 North Orange County Legislative Alliance meeting
PLFF Midwinter Western Dinner

Staff Meetings:

Dec 19 All Staff (Goodson & Minter) -- Agenda & Minutes are Attachment A.
Literacy (Roberts) – Agenda and Minutes not provided.
Circulation & Passport (Hoffman) – Minutes are Attachment B.
Jan 9 Program Committee (Roberts) – Minutes not yet available.

Managers Meeting:

No Manager Meetings were held because several of the managers were out each week on vacation or sick leave.



PLACENTIA LIBRARY DISTRICT

ALL STAFF MEETING AGENDA

December 19, 2007 - 1:30pm

- Police Chief Anderson, City of Placentia
- Public Behavior Issues in the Library
- Safety Training Update
- **Department Updates**
 - Public Services
 - Adult (Mary, Kathy)
 - Children's (Caroline, Phyllis)
 - Literacy (Jim, Toby, Nadia, Hilda)
 - Volunteer Services (Lois)
 - Technical Services
 - Web/Technology (Vernon)
 - Acquisitions (Katie)
 - Circulation (Kristen)
 - Administrative Services
 - Development (Yesenia)
 - Admin (Wendy)
- **Next All Staff Meeting**

We meet next on January 16 at 3:30pm. Please advise Jim or Vernon of any items you wish to have on the agenda.



Passport to Progress

All Staff Meeting

PLACENTIA LIBRARY DISTRICT
ALL STAFF MEETING MINUTES
December 19, 2007 - 1:30pm

Police Chief Anderson, City of Placentia
Spoke about the changes he is making to the police department and answered questions from the staff regarding "problem" patrons.

Public Behavior Issues in the Library

- Placentia Library Friends Foundation Membership Campaign
 - *David won the Membership Campaign contest.*
- Safety Training Update

• **Department Updates**

Public Services

Adult (Mary, Kathy)

Children's (Caroline, Phyllis)

• *Caroline brought cake and cookies for everyone.*

Literacy (Jim, Toby, Nadia, Hilda)

Volunteer Services (Lois)

Technical Services

Web/Technology (Vernon)

Acquisitions (Katie)

Circulation (Kristen)

Administrative Services

Development (Yesenia)

Admin (Wendy)

• **Next All Staff Meeting**

We meet next on January 16 at 3:30pm. Please advise Jim or Vernon of any items you wish to have on the agenda.

Circulation

CIRCULATION MEETING AGENDA 12-19-07 4:30 pm

Attendance: Beatrice, Jesus, Shawn, David, Estella

- Minutes *Estella*
- Checking in DVDs
 - be sure to verify that the correct DVD is in the case before checking in
 - DVD series can be very confusing, as there are series #'s and volume #'s
 - *acknowledged*
- Passport payments
 - If someone pays with both cash and credit, ring up cash in register first under proper categories, then run credit card
 - Only write the categories on the credit card receipt that correspond to the credit card transaction amount, not the full amount of all passport payments
 - *acknowledged*
- Other issues?

TO: Elizabeth Minter, Library Director
 FROM: Jim Roberts, Public Services Manager
 DATE: January 15, 2008
 SUBJECT: Program Committee Report for the month of December.

ADULT SERVICES

| | Dec 06-07 | Dec 07-08 | YTD 06-07 | YTD 07-08 |
|---------------------|-----------|-----------|-----------|-----------|
| NUMBER OF PROGRAMS | 1 | 1 | 8 | 5 |
| NUMBER OF ATTENDEES | 40 | 70 | 120 | 138 |

CHILDREN'S SERVICES

| | Dec 06-07 | Dec 07-08 | YTD 06-07 | YTD 07-08 |
|---------------------|-----------|-----------|-----------|-----------|
| NUMBER OF PROGRAMS | 28 | 30 | 142 | 174 |
| NUMBER OF ATTENDEES | 791 | 1,184 | 5,205 | 6,627 |

PROGRAM COMMITTEE

| | Dec 06-07 | Dec 07-08 | YTD 06-07 | YTD 07-08 |
|---------------------|-----------|-----------|-----------|-----------|
| NUMBER OF MEETINGS | 2 | 1 | 10 | 9 |
| NUMBER OF ATTENDEES | 16 | 10 | 73 | 83 |
| NEWS RELEASES | 1 | 1 | 6 | 6 |

LITERACY SERVICES

| | Dec 06-07 | Dec 07-08 | YTD 06-07 | YTD 07-08 |
|----------------|-----------|-----------|-----------|-----------|
| Total Tutors | 109 | 78 | 207 | 185 |
| Total Students | 228 | 271 | 254 | 155 |
| Total Hours | 1,934 | 605 | 6,908 | 4,422 |

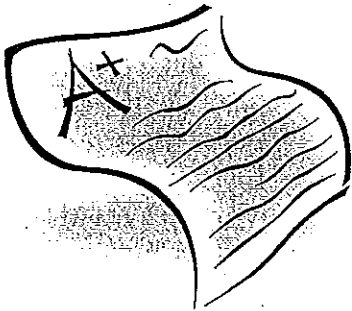
For more detailed literacy statistics, see Agenda Item 33, pages 2 of 3 and 3 of 3.

INVITING ALL KINDERGARTEN - 12TH GRADE STUDENTS

PLACENTIA LIBRARY DISTRICT

P.A.S.S. AT PLACENTIA LIBRARY

INVITES YOU TO THE



HOMEWORK
CLUB

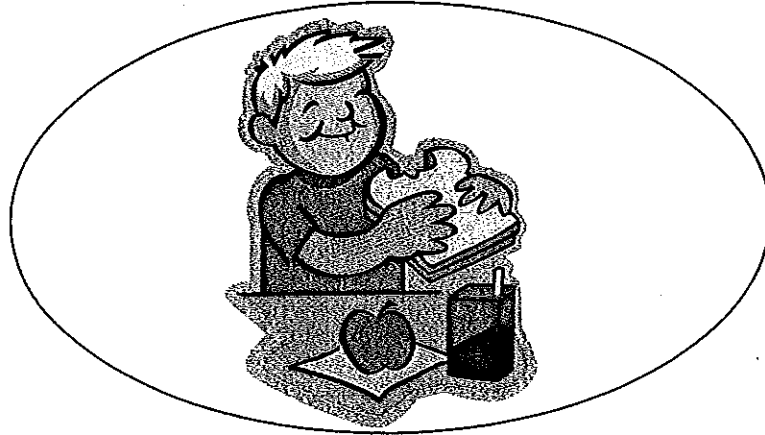
MONDAYS, TUESDAYS, WEDNESDAYS AND THURSDAYS
4:00 P.M. TO 6:00 P.M.

STARTING MONDAY, SEPTEMBER 17TH, 2007

STUDENTS NEED TO BRING THEIR HOMEWORK AND TEXTBOOKS

PASS is a homework assistance program that is available to all K-12 students. We provide students with tutors who are able to help the students with their homework assignments. This program requires no pre-registration. Students are welcome to drop-in as needed. Students are helped on a first come, first served basis. Parents of elementary school children must remain in the building during the homework club session.

FOR MORE INFORMATION, PLEASE CALL JIM ROBERTS, NADIA
DALLSTREAM OR TOBY SILBERFARB, IN THE LITERACY DEPARTMENT,
AT 524-8408 EXT 215, 214 OR 213.



Lunch!

at the Library

For parents and caregivers with children 5 years old and younger. Come to the Children's Department and enjoy a story, a lesson on a health topic, and a FREE light lunch.



Children & Families
Commission of Orange County

2008: January 17 / February 21 / March 20
April 17 / May 22. All at NOON.

PLACENTIA LIBRARY

411 E. Chapman Ave. Placentia CA 92870 / 714-528-1906 ext 212



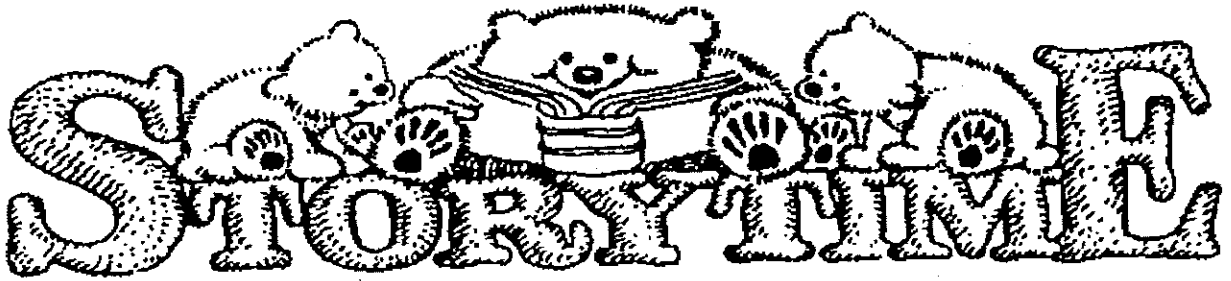
**Pocket Tales:
Stories & Music
With Lindsay Whipple
Wednesdays
6:30 p.m.**

Contact Children's Dept for current schedule.

Placentia Library / 411 E. Chapman Ave

Placentia, Ca 92870

714-528-1906 ext 212



Placentia Library / 411 E. Chapman Ave. / Placentia, CA 92870
(714) 528-1906 ext 212

Story Time with Georgette Baker!

Georgette Baker is a certified teacher, speaker of 5 languages and world-traveling performer. Georgette has been performing for children exclusively for more than 15 years. She enlivens performances with abounding enthusiasm for her unusual artifacts and creatures (which she shares with her audiences), her contagious laughter, and her exaggerated storytelling techniques.

Thursday morning

Lap-Sit for children 24 months and younger

9:05-9:25 a.m.

Story Time I for children 6 years old and younger

9:45-10:15 a.m.

Story Time II for children 6 years old and younger

10:30-11:00 a.m.

- ◆ Thursday Lap-Sit program made possible by the Gordon & Dixie Shaw Fund
- ◆ Programs are free and no pre-registration is necessary.
- ◆ Schedule subject to change without notice.



TEACHERS!
HAVE YOU HEARD?
*PLACENTIA LIBRARY HAS A NEW
OUTREACH SERVICE TO YOUR CLASSROOM.*

**No field trip forms or bus to schedule for a trip to
the library. We send a storyteller to your
classroom!**

**For Monday or Wednesday reservations call:
Amy at 714-402-9133
For Thursday or Friday reservations call:
Carol Ann at 714-904-3496**

**Placentia Library District Children's Dept.
411 E. Chapman Ave. Placentia 92870 / 714-528-1906 ext 212
NOT A SCHOOL SPONSORED EVENT**



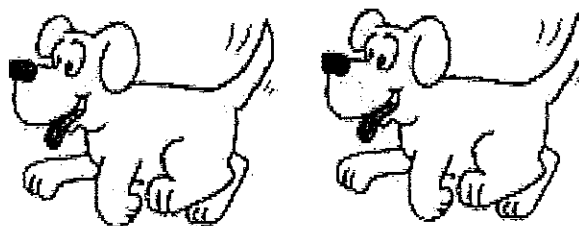
Read to the Dogs!

(or just pet these wonderful animals)

Open to all ages!
January 28, Monday
February 25, Monday
March 31, Monday
at 6:00 p.m.

Specially trained dogs from
Bright and Beautiful Therapy Dogs, Inc.

Placentia Library / Children's Dept /
411 E. Chapman Ave. Placentia, CA
714-528-1906 ext. 212



“Weighing Your Options” Nutrition & Healthy Living Series

Free Event

Healthy Cooking
Demonstrations
Free Samples!!

Presented by Placentia Linda
Hospital, Prospect Medical
Group & Placentia
Library.

All programs in this series will be held from

10:30 a.m. to 12 p.m.

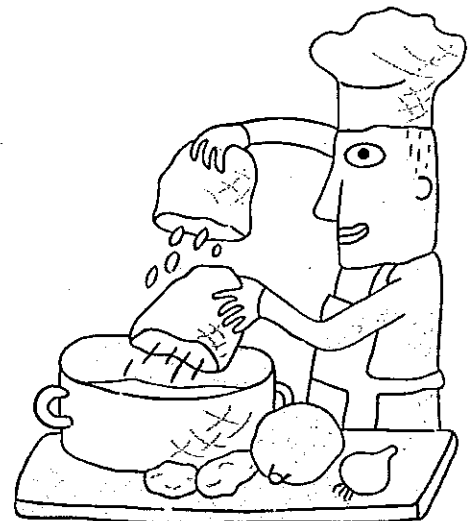
at the Placentia Library Meeting Room

411 East Chapman Avenue

on the following dates:

- Tuesday, January 15, 2008
-Diet and Nutrition
- Tuesday, January 22, 2008
-Exercise
- Tuesday, February 12, 2008
-Reading Food Labels
- Tuesday, February 19, 2008
-Making Healthy Food Choices
- Tuesday, March 11, 2008
-Emotional Eating
- Tuesday, March 18, 2008
-Eating Out and Recipe Modification

Start the year thinking healthy! This six-session nutrition and healthy living program, taught by Paul Montanchez, MPH, CHES, CDE, Health Educator for Prospect Medical Group, will help you do just that.



To: Elizabeth Minter, Library Director

From: Caroline Gurkweitz, Children's Librarian

Date: for Board Meeting, January 15th, 2008


Subject: December 2007 Activities in the Children's Department

| TYPE OF PROGRAM | NUMER OF PROGRAMS | TOTAL ATTENDANCE |
|----------------------------------|--------------------------|-------------------------|
| Lap Sit 24 months & younger | 4 | 93 |
| Story Time I: 6 years & younger | 4 | 103 |
| Story Time II: 6 years & younger | 4 | 141 |
| Holidays events | 2 | 149 |
| Read to the Dogs event | 1 | 35 |
| Pocket Tales: Stories & Music | 3 | 92 |
| After School Craft | 1 | 24 |
| School Outreach Visits | 11 | 547 |
| Total December 2007 | 30 | 1184 |
| Total December 2006 | 28 | 794 |
| | | |
| Current FY to date | 174 | 6627 |
| Previous FY to date | 142 | 5205 |

| CHILDREN'S DEPT. REFERENCE STATS | | | |
|----------------------------------|-----------|-------|---------|
| JANUARY 15th, 2008 | | | Meeting |
| AGENDA ITEM 32 | | | |
| PAGE 2 OF 2 | | | |
| DATE | IN-PERSON | PHONE | TOTAL |
| 1 | 36 | 5 | 41 |
| 2 | 27 | 1 | 28 |
| 3 | 45 | 3 | 48 |
| 4 | 49 | 4 | 53 |
| 5 | 41 | 0 | 41 |
| 6 | 43 | 1 | 44 |
| closed 7 | | | |
| 8 | 34 | 4 | 38 |
| 9 | 31 | 1 | 32 |
| 10 | 41 | 7 | 48 |
| 11 | 46 | 5 | 51 |
| 12 | 44 | 3 | 47 |
| 13 | 40 | 4 | 44 |
| closed 14 | | | |
| 15 | 44 | 2 | 46 |
| 16 | 21 | 0 | 21 |
| 17 | 46 | 4 | 50 |
| 18 | 41 | 8 | 49 |
| 19 | 40 | 3 | 43 |
| 20 | 33 | 2 | 35 |
| closed 21 | | | |
| 22 | 30 | 3 | 33 |
| 23 | 21 | 1 | 22 |
| closed 24 | | | |
| closed 25 | | | |
| 26 | 40 | 5 | 45 |
| 27 | 37 | 3 | 40 |
| closed 28 | | | |
| 29 | 30 | 3 | 33 |
| 30 | 16 | 1 | 17 |
| closed 31 | | | |
| TOTAL | | | |
| | 876 | 73 | 949 |

Cg

TO: Elizabeth Minter, Library Director

FROM: Jim Roberts, Public Services Manager/Literacy Coordinator 

DATE: January 15, 2008

SUBJECT: **Placentia Library Literacy Services (PLLS) Activities Report for the month of December.**

Tutor Training. There was one tutor training workshop in December, and 6 tutors were trained. All are tutoring or pending

Placentia Rotary Reading Enrichment Program (PRREP).

The PRREP Clubs at El Dorado High School and Valencia High School began again in October. We are still signing up PRREP volunteers for this school year.

Update on the three off-site PLLS homework clubs. Both the Topaz-Tuffree Homework Club at Topaz Elementary School and the Homeless Intervention Shelter (H.I.S. House) Homework Club were tremendously successful last school year. Both of them started again this school year on October 8. The Kraemer-Placentia Library Homework Club started in early November.

English Language and Literacy Intensive (ELLI) Program Update. ELLI started again this school year in mid-October. We are active at three elementary schools--Ruby Drive, Topaz, and Brookhaven.

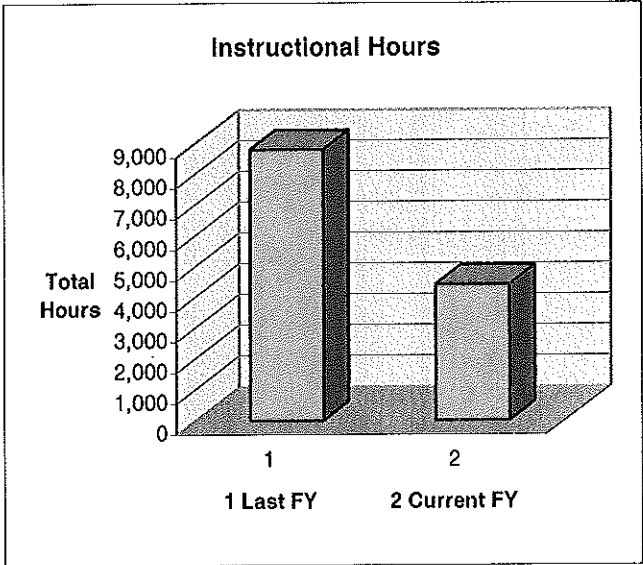
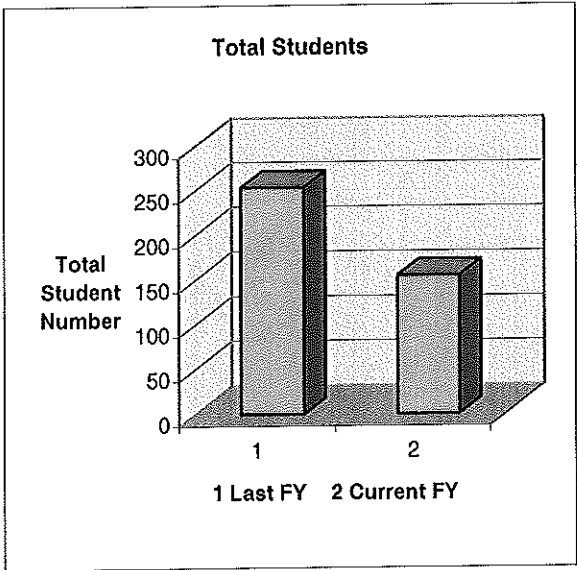
Federal Work Study (FWS). Our FWS partnerships with Financial Aid at Cal State Fullerton and with Western State University College of Law this FY were very strong, and continue to be this school year. We renewed our FWS contract with Cal State Fullerton and Western State last spring for FY 2007/08, and we already have twenty-two (22) FWS tutors from Cal State Fullerton processed in and most of them are tutoring.

Literacy statistics. See Agenda Item 33 Pages 2 of 3, and 3 of 3.

Placenta Library Literacy Services

Report of Growth and Progress

| | Dec 06-07 | Dec 07-08 | YTD 06-07 | YTD 07-08 |
|--------------------------------|-----------|-----------|-----------|-----------|
| Tutors | | | | |
| Adult | 61 | 48 | 80 | 81 |
| Teen | 55 | 34 | 65 | 48 |
| Hours Instruction | 1,804 | 1,549 | 8,721 | 4,422 |
| Other Volunteer Hours | 120 | 120 | 720 | 840 |
| Total Hours | 1,924 | 1,669 | 9,441 | 5,262 |
| Training Workshops | | | | |
| Workshops Held | 2 | 1 | 8 | 8 |
| Tutors Trained | 16 | 4 | 82 | 74 |
| Students | | | | |
| With Adult Tutors | 145 | 44 | 186 | 78 |
| With Teen Tutors | 71 | 71 | 77 | 107 |
| In Groups | 0 | 0 | 0 | 0 |
| Total Active Students | 216 | 115 | 263 | 185 |
| Families for Literacy | | | | |
| Family Students | 5 | 5 | 5 | 5 |
| Family Tutors | 5 | 5 | 5 | 5 |
| Hours of Instruction | 60 | 60 | 180 | 300 |
| ELLI Program | | | | |
| K-6th Grade Students | 220 | 40 | 417 | 75 |
| Tutors for K-6th Grade | 12 | 10 | 22 | 23 |
| Hours of Instruction | 385 | 225 | 3,058 | 740 |
| Homework Clubs | | | | |
| On-Site: Students | 98 | 120 | 435 | 343 |
| On-Site Tutors | 14 | 10 | 67 | 55 |
| Hours of Instruction | 160 | 160 | 576 | 602 |
| H.I.S. House Students | 13 | 13 | 38 | 23 |
| H.I.S. House Tutors | 9 | 9 | 20 | 8 |
| Hours of Instruction | 114 | 114 | 551 | 606 |
| Topaz Students | 36 | 36 | 121 | 68 |
| Topaz Tutors | 9 | 9 | 22 | 4 |
| Hours of Instruction | 338 | 338 | 3,118 | 1,584 |
| Kraemer Students | 86 | 86 | 166 | 80 |
| Kraemer Tutors | 9 | 9 | 19 | 5 |
| Hours of Instruction | 577 | 577 | 661 | 414 |
| Total Tutors | 116 | 78 | 207 | 185 |
| Total Students | 216 | 271 | 254 | 155 |
| Total Instruction Hours | 1,804 | 605 | 8,812 | 4,422 |



TO: Elizabeth Minter, Library Director
FROM: Mary Strazdas, Librarian *MS*
DATE: January 14, 2007
SUBJECT: Reference and Adult Services report for December, 2007

- There was one Program Committee meeting during the month.
- Special library displays included the on-going Placentia Round Table Women's Club Bicentennial quilt. The trough featured books written by Suzanne Enoch, who will be featured at the March 1, 2008 author's luncheon. Playaways have been temporarily moved to the area near our recorded books. Also set out for patrons were multiple copies of *High Country* by the western author Willard Wyman in preparation for the Placentia Library Friends Foundation program to be held at the Placentia Round Table on Thursday, January 10. Hanukkah, Christmas, and Kwanzaa books appeared in the sleighs after Thanksgiving for the holiday period.
- On Thursday, December 20, the library celebrated the holiday season with "A Child's Christmas in Wales." Held for the third year, it attracted 70 patrons of all ages who made very positive comments about the program in the written evaluations that were submitted. Under the direction of History Librarian Gary Bell, the hour and a half program with a short intermission featured about a dozen performers who sang, read, did jokes, and generally made everyone merry. The number of attendees has grown each year (last year, there were about 50 patrons) and it might be wise to feature it again in 2008.
- Upcoming confirmed programs include a program at the Placentia Round Table on Thursday, January 10 with the western author Willard Wyman; Rhonda Sedgewick Stearns, who will present a poetry workshop on Saturday, January 12; "Buying on eBay" with Deborah Miller on Tuesday, February 12; "True Stories and Other Lies", with Dr. Joseph Arnold, Monday, March 24; and "Money Basics" on Tuesday, April 22.
- The Placentia Library is partnering with the Placentia-Linda Hospital and is the location for Senior Yoga classes every Tuesday and Thursday morning. These classes will be taught by the YMCA until there is newly-constructed space available at the hospital. The library will host morning nutrition classes with some cooking being done during January, February and March.

Statistical Comparisons at the Reference Desk
December FY 2007/2008

| | 2006 | 2007 | YTD 06-07 | YTD 07-08 |
|---------------------------------|-------|-------|-----------|-----------|
| Phone Reference Questions | 158 | 206 | 1,065 | 1,367 |
| Desk Reference Questions | 1,787 | 3,306 | 11,568 | 18,382 |
| E-Mail Reference Questions | 0 | 0 | 3 | 1 |
| Ready Reference | 13 | 31 | 141 | 183 |
| Instruction | 181 | 109 | 1,222 | 1,244 |
| Computer Use | 2,502 | 3,281 | 22,552 | 24,182 |
| Reference Books: In-Library Use | 2,413 | 3,276 | 17,266 | 24,271 |
| Patron Database Signups | N/A | N/A | 933 | N/A |

TO: Elizabeth Minter, Library Director

FROM: Gary Bell, Librarian 

DATE: January 15, 2008

SUBJECT: History Room report for December

History Room visitors in December: fiscal year: 2006-2007: 1

History Room visitors in December: fiscal year: 2007-2008: 7

On December 13th the History Room hosted a meeting of the Orange County Library Association. Pat Irot gave the presentation for the event, giving the assembled members information about our History Room and its origins and detailed facts about what a rich resource for our community the Placentia History Room is. She then shared our recently completed 1938 flood DVD with the members, providing them with an example of how we are preserving our history and moving forward with projects to enhance it.

On December 15th the History Room hosted our first in a series of local author celebrations. The event was enthusiastically attended by over twenty people, who listened to the authors' presentations, asked questions of them, and enjoyed cider and refreshments while the authors sold and signed copies of their books. The six authors were Jeanette Gardner, Mike Gardner, Joann De Matteo, Joanna Keating-Velasco, Clairee Tynes and Gabriella Koliass. It was a diverse and eclectic collection of books and the authors seemed to enjoy connection with each other, as well as with the audience. Our next celebration is planned for February 2nd and thus far the confirmed authors are David Bauman, Jim Armstrong and Margo Palmgren.

We have obtained bound copies of the Placentia Round Table Club minutes.

Marie Schmidt attended the December city council meeting and reminded the assembled officials of our city's birthday. She promoted our History Room to the group and is an all round good ambassador for the Placentia History collection.

Board member Richard Devecchio has expressed interest in producing something for the History Room and also suggested Jim Armstrong to be one of our next celebrated authors.

The annual holiday Celtic Christmas evening on December 20th was enthusiastically attended by over seventy people. Elizabeth Minter, our director, provided delicious shortbread and sandwiches and the night culminated in the reading of Dylan Thomas's perennial classic.



Placentia Library District
On-line database usage – December 2007

| | December 2007 | December 2006 | | Y-T-D 2007 | Y-T-D 2006 | Y-T-D change |
|---------------------------------|------------------|------------------|--|---------------|---------------|-----------------|
| Chilton Library (Automobiles) | 2 | - | | 31 | 0 | 31 |
| General Reference Center | 45 | 81 | | 415 | 528 | -113 |
| Opposing Viewpoints | 169 | 95 | | 420 | 358 | 62 |
| Newsbank -Newspaper search | 36 | 70 | | 364 | 184 | 180 |
| Newsbank -Magazine search | 0 | 2 | | 3 | 4 | -1 |
| L.A Times | 6 | 8 | | 44 | 25 | 19 |
| Wall Street Journal | 7 | 5 | | 29 | 657 | -628 |
| Heritage Quest | 1,036 | 5,067 | | 24,736 | 24,497 | 239 |
| Learning Express (Learn a test) | 5 | 2 | | 82 | 15 | 67 |
| Novelist | 1 | 4 | | 10 | 224 | -214 |
| Tumblebooks | 258 | 864 | | 2,396 | 1,826 | 570 |
| MorningStar | 43 | 38 | | 706 | 192 | 514 |
| Value Line | 167 | - | | 3,615 | 0 | 3,615 |

Library website traffic for the period January 2007 through December 2007

| | Jan'07 | Feb'07 | Mar'07 | Apr'07 | May'07 | Jun'07 | Jul'07 | Aug'07 | Sep'07 | Oct'07 | Nov'07 | Dec'07 | Y-T-D | Monthly Average |
|------------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|---------|-----------------|
| Unique visitors | n/a | n/a | 2,569 | 2,388 | 2,301 | 2,218 | 2,336 | 2,246 | 2,455 | 2,587 | 2,533 | 2,150 | 23,783 | 2,378 |
| Number of visits | n/a | n/a | 4,317 | 4,000 | 3,925 | 3,742 | 3,864 | 3,836 | 4,037 | 4,327 | 4,220 | 3,636 | 39,904 | 3,990 |
| (visits per visitor) | n/a | n/a | 1.68 | 1.67 | 1.70 | 1.68 | 1.65 | 1.70 | 1.64 | 1.67 | 1.66 | 1.69 | | 1.67 |
| Pages visited | n/a | n/a | 20,338 | 18,835 | 19,422 | 17,373 | 22,980 | 23,934 | 20,064 | 22,537 | 21,417 | 18,530 | 205,430 | 20,543 |
| (pages per visit) | n/a | n/a | 4.71 | 4.70 | 4.94 | 4.64 | 5.94 | 6.23 | 4.97 | 5.20 | 5.07 | 5.09 | | 5.15 |
| Pages most viewed | | | | | | | | | | | | | | |
| Application for library card | n/a | n/a | 0 | 57 | 44 | 99 | 27 | 18 | 45 | 57 | 0 | 35 | 382 | 38 |
| Borrowing library materials | n/a | n/a | 164 | 135 | 117 | 110 | 130 | 109 | 119 | 117 | 55 | 80 | 1,136 | 114 |
| Calendar | n/a | n/a | 174 | 122 | 109 | 226 | 170 | 161 | 145 | 128 | 124 | 83 | 1,442 | 144 |
| Catalog | n/a | n/a | 491 | 604 | 301 | 468 | 5,603 | 340 | 375 | 423 | 367 | 337 | 9,309 | 931 |
| Community links | n/a | n/a | 66 | 57 | 59 | 64 | 44 | 72 | 58 | 57 | 84 | 23 | 584 | 58 |
| Contact Us | n/a | n/a | 150 | 162 | 169 | 159 | 167 | 126 | 181 | 151 | 188 | 157 | 1,610 | 161 |
| Frequently Asked Questions | n/a | n/a | 242 | 261 | 233 | 235 | 254 | 201 | 237 | 272 | 238 | 163 | 2,336 | 234 |
| Home page | n/a | n/a | 14,543 | 13,008 | 13,856 | 12,760 | 17,236 | 18,994 | 14,875 | 16,589 | 15,805 | 13,682 | 151,348 | 15,135 |
| Kids page | n/a | n/a | 206 | 178 | 199 | 317 | 209 | 206 | 205 | 202 | 215 | 137 | 2,074 | 207 |
| Literacy services | n/a | n/a | 77 | 83 | 72 | 58 | 76 | 116 | 172 | 201 | 174 | 136 | 1,165 | 117 |
| Passport applications | n/a | n/a | 546 | 444 | 311 | 317 | 324 | 245 | 234 | 226 | 179 | 181 | 3,007 | 301 |
| Photos (pick of the pics) | n/a | n/a | 159 | 115 | 85 | 92 | 126 | 103 | 68 | 121 | 107 | 112 | 1,088 | 109 |
| Searching for information | n/a | n/a | 670 | 626 | 728 | 424 | 451 | 493 | 489 | 492 | 483 | 353 | 5,209 | 521 |