

TO: Library Board of Trustees
 FROM: Elizabeth D. Minter, Library Director
 DATE: June 21, 1993
 SUBJECT: MAY, 1993, VENDING MACHINE REPORT

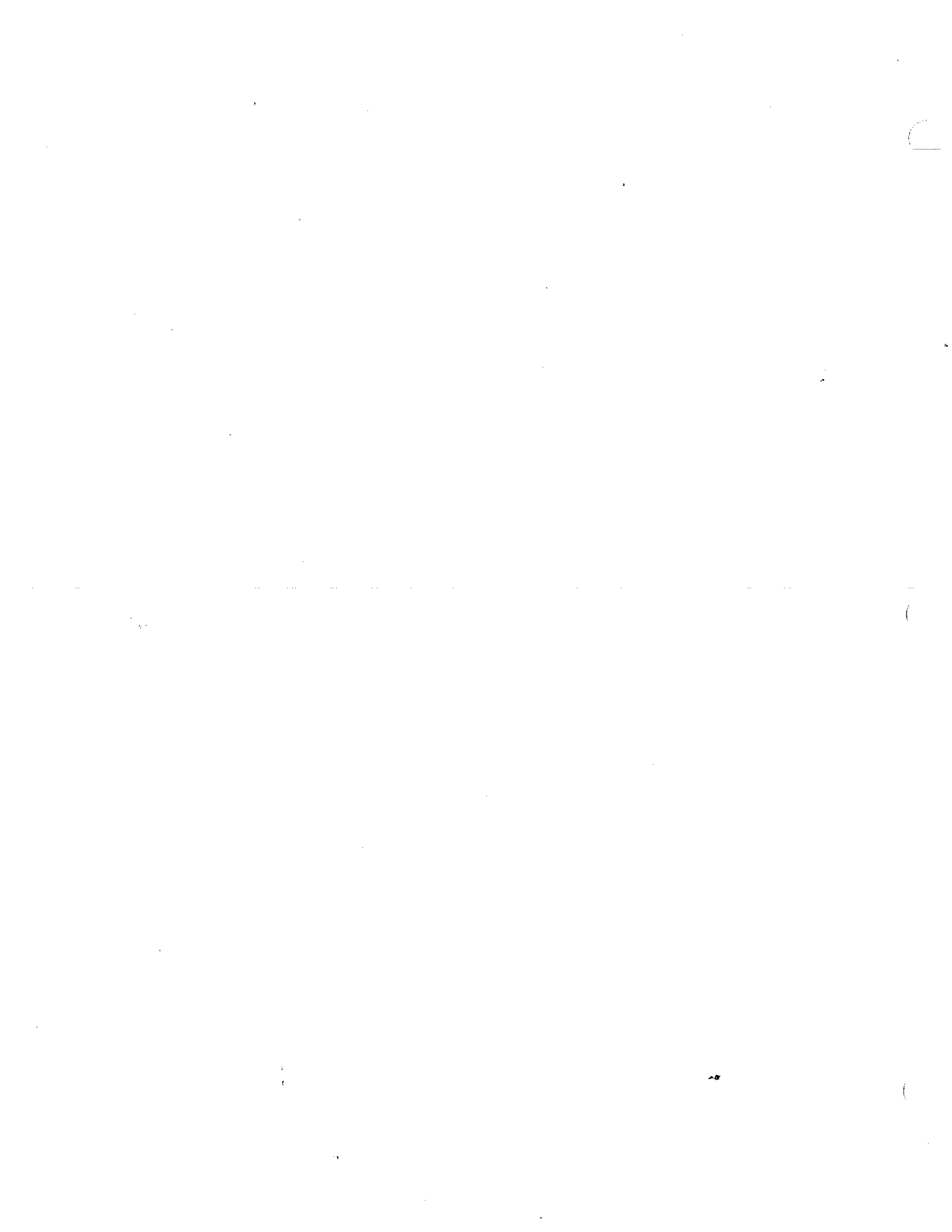
SUMMARY OF ACCOUNTS MAY 1-31, 1993

Beginning Balance 05/01/93			\$ 855.12
	<u>Income</u>	<u>Expend.</u>	
Total Deposits	\$ 763.10		
Total Materials & Supplies		\$ 268.81	
Total Repairs		47.50	
Vend Machine Loan Payback		<u>400.00</u>	
	\$ 763.10	\$ 716.31	
Ending Balance 05/31/93			<u>\$ 901.91</u>
Check to be issued 06/21/93			\$ 500.00

SUMMARY OF LOAN PAYBACK

Original Loan Amount (11/9/90)	\$9,916.54
Payback Balance 04/30/93	2,100.00
April Payment	<u>400.00</u>
May Balance 05/31/93	<u>\$1,700.00</u>

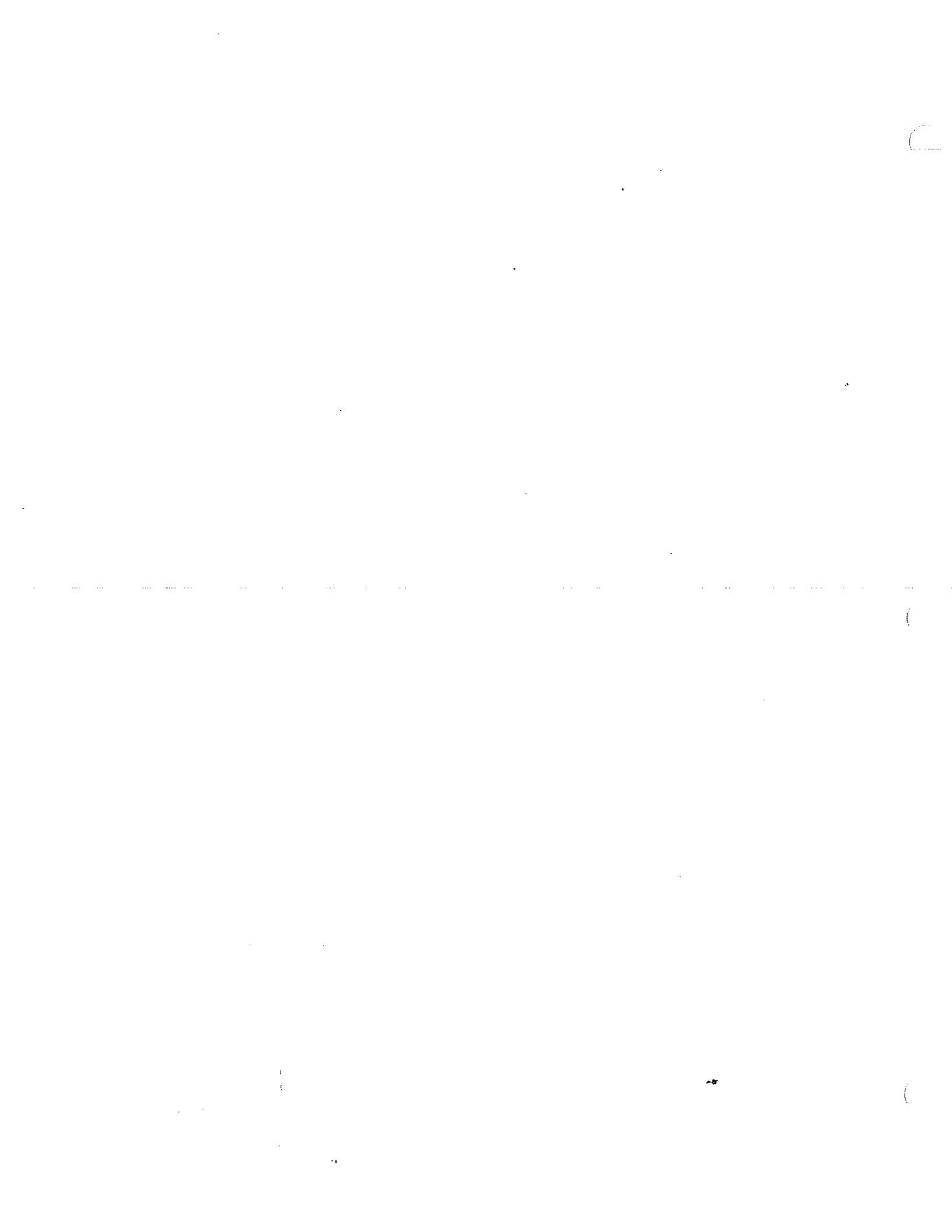
Prepared by: Charlene Dumitru



PLACENTIA LIBRARY DISTRICT
 CIRCULATION REPORT
 (Prepared from the Anaheim Public Library Report)
 June 21, 1993

CATEGORY	FY1992-93 MAY 1993	FY1991-92 MAY 1992	FY1992-93 YTD	FY1991-92 YTD	%CHANGE FY92-FY93
Adult Books	11,368	18,287	119,549	145,023	-17.57%
Adult Paperbacks	1,552	3,483	17,351	29,174	-40.53%
Juvenile Books	9,109	15,765	100,125	115,946	-13.65%
Juvenile Paperbacks	1,450	3,002	19,064	20,539	-7.18%
TOTAL BOOKS	23,479	40,537	256,089	310,682	-17.57%
PERIODICALS	758	1,029	6,980	7,885	-11.48%
Pamphlets/Govt. Documents	118	173	987	1,325	-25.51%
Pictures	0	0	37	0	N/A
TOTAL EPHEMERAL	118	173	1,024	1,325	-22.72%
Total Adult Print	13,796	22,972	144,904	183,407	-20.99%
Total Juvenile Print	10,559	18,767	119,189	136,485	-12.67%
TOTAL PRINT	24,355	41,739	264,093	319,892	-17.44%
Video	2,214	2,729	27,005	13,183	104.85%
Audio	1,256	1,273	13,395	17,493	-23.43%
TOTAL AUDIO-VISUAL	3,470	4,002	40,400	30,676	31.70%
EQUIPMENT	7	15	50	90	-44.44%
UNASSIGNED	3	0	158	0	N/A
TOTAL CIRCULATION	27,835	45,756	304,701	350,658	-13.11%

May 1992 and FY 1991-92 YTD figures are estimates based on (1) actual circulation for May 1991; (2) actual circulation and circulation growth rate for July 1991-March 1992; (3) patron count for May 1991 and 1992; and (4) Yorba Linda Library being closed May 1992.



PLACENTIA LIBRARY DISTRICT

INTER OFFICE MEMORANDUM

TO: Elizabeth D. Minter, Library Director
 FROM: Dianne Jackson, Volunteer Coordinator *DJ*
 DATE: June 2, 1993
 SUBJECT: Monthly Volunteer Report

CUMULATIVE RECORD OF VOLUNTEER WORK HOURS

REGULAR VOLUNTEERS	MAY	TOTAL
Caulford, Jeff	41.00	75.00
Covell, Fredi	6.50	56.25
Deputy, Paul	31.00	4316.75
Gleason, Gary	2.00	2.00
Goldbaum, Mae	7.00	340.00
Grandparents & Books	4.00	112.25
Ismailjee, Salehah	0.00	96.50
JTPA Students	0.00	674.00
Kremling, Karen	5.00	18.25
ROP Students	54.00	2481.25
Vesely, Pat	0.00	277.75

TEMPORARY VOLUNTEERS

TOTAL 148.50

LVA VOLUNTEERS

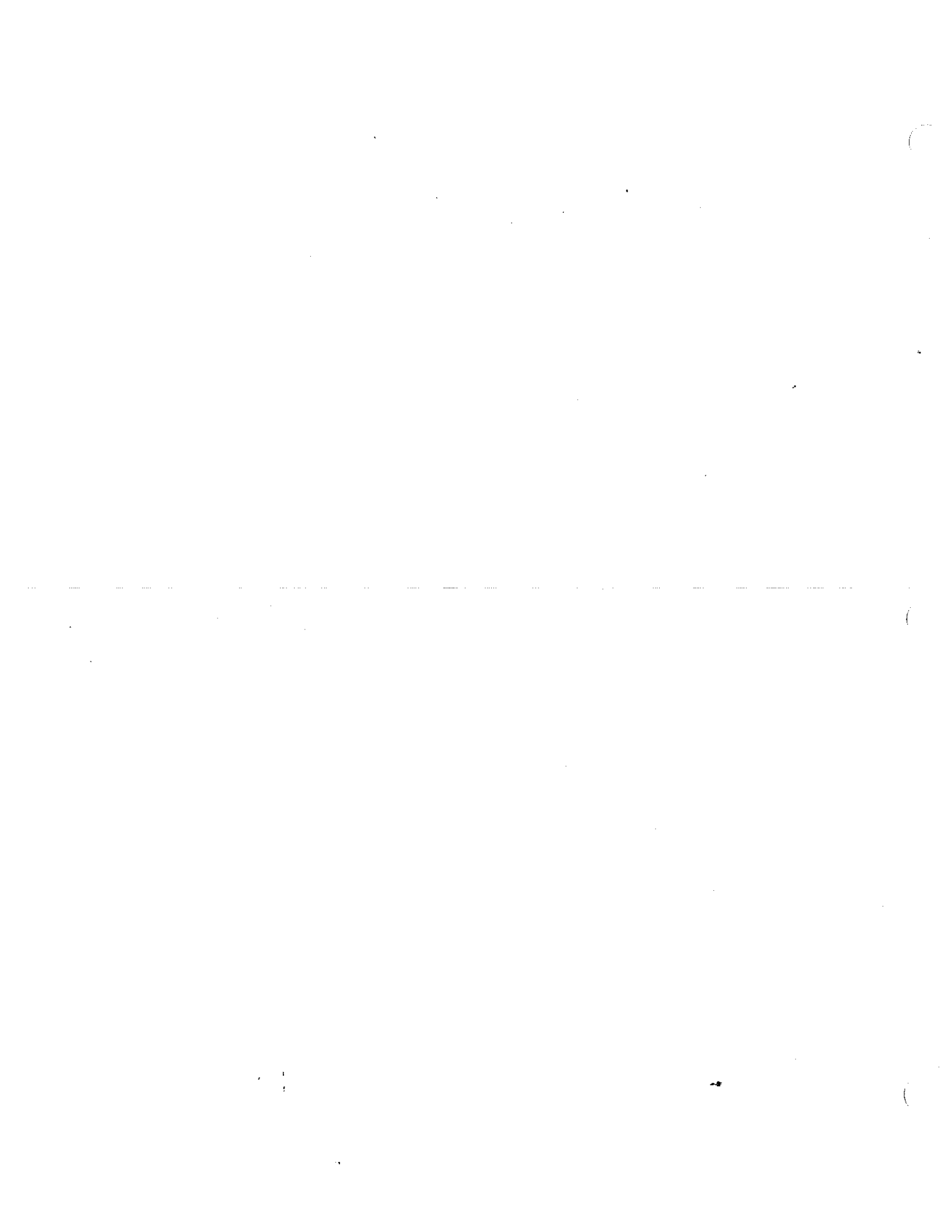
Literacy Volunteers 403.00

COMBINED TOTAL 551.50

REGULAR VOLUNTEERS are committed to an on-going program each week.

TEMPORARY VOLUNTEERS are working for a project in school, church, scouts or court referral cases.

LVA VOLUNTEERS are involved in tutoring and other volunteer projects for the literacy campaign.



TO: Library Board of Trustees
FROM: Sal Addotta, Assistant Library Director *Sma*
DATE: June 21, 1993
SUBJECT: **Building Maintenance Report for May, 1993**

1. **GARBAGE CAN/STORAGE SHED AREA**

Two volunteers and I cleaned out the garbage can/storage shed area (outside near employee's entrance) of miscellaneous large items which had been accumulating. A three yard bin rented from Placentia Disposal was completely filled.

2. **PAPERBACK/AUDIO CASSETTE RACKS**

The adult paperback racks were moved from near the main display case to the adult lounge area near the video collection. Audio cassette racks also were moved to the same area.

3. **COMPACT DISC BROWSER**

Volunteer Paul Deputy and I assembled and installed the new Compact Disc Browser at the Circulation Desk area.

4. **PEST CONTROL**

Certified Termite & Pest Control of Placentia performed an annual spraying, for insects, spiders, etc., of the inside and outside of the Library.

5. **CARPET SQUARES**

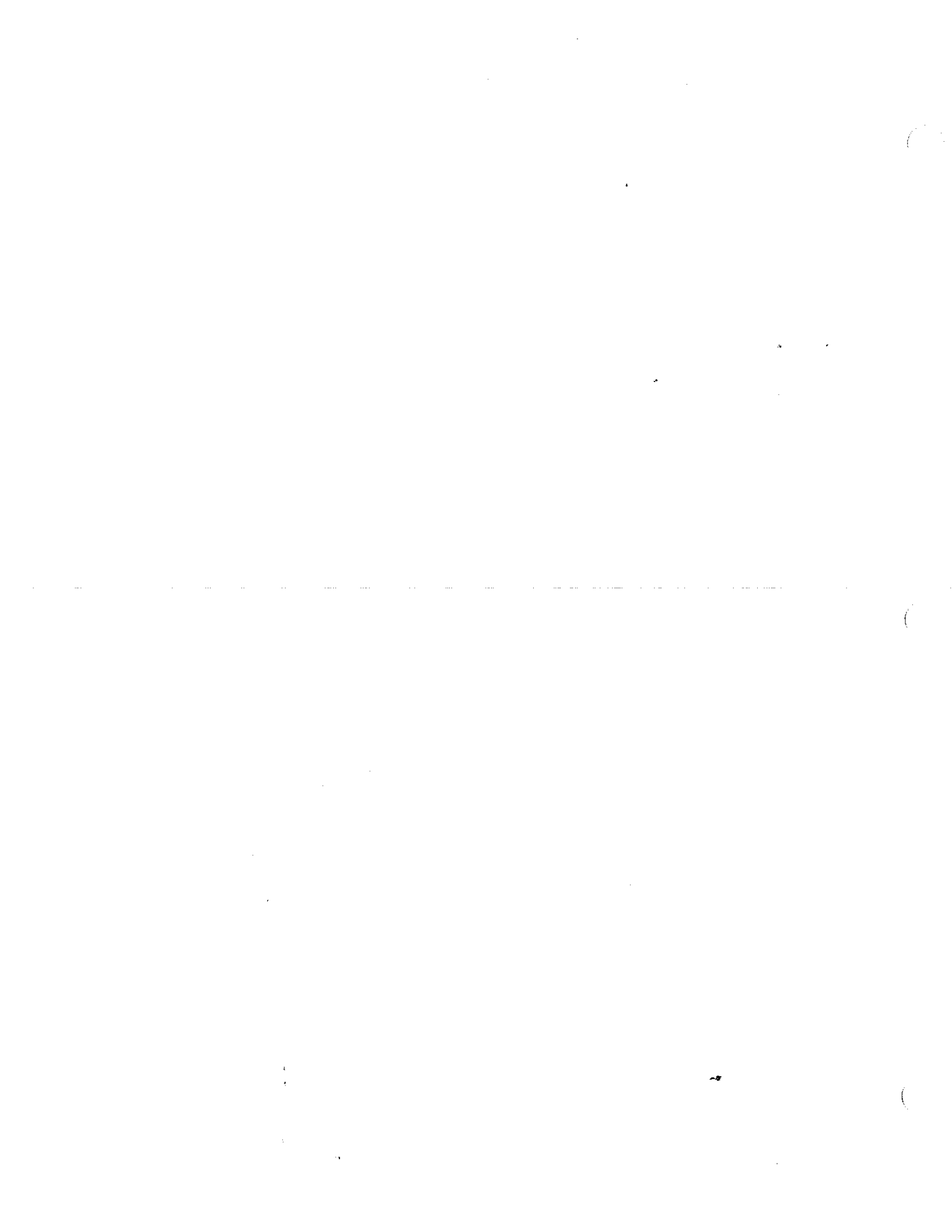
John Strong, representing Milliken Carpets (from whom the Library purchased its carpeting in June 1988), made an initial visit to our facility. After a tour of the Library, he commented that our carpeting looked well maintained. Mr. Strong demonstrated for me and Circulation Supervisor Burkich how to exchange/replace the carpet squares.

6. **MEETING ROOM**

The Meeting Room carpet was given a special cleaning by our regular interior maintenance vendor, S&M Maintenance Service, of Anaheim.

7. **INTERIOR MAINTENANCE**

Bids will be presented at the July meeting for the purpose of choosing a vendor for our interior maintenance. It has been six years since we have done so.



TO: Library Board of Trustees
FROM: Elizabeth Minter, Library Director
DATE: June 21, 1993
SUBJECT: Personnel Report for May, 1993.

RESIGNATIONS:

Arwa El Turk, Substitute Page (Circulation), effective June 10, 1993.

APPOINTMENTS:

Tracy Broast, Temporary Substitute Page (Circulation), effective May 29, 1993.

TERMINATIONS:

None

OPEN POSITIONS:

None

Prepared by: Charlene Dumitru

CITY OF PLACENTIA INVOICES

PERIOD COVERED FY1990-1991	DATE INVOICE	S. CA EDISON	TURF	GROUNDS	REPAIRS	CIV CTR FIRE INS	CIV CTR BONDS	TOTAL
Jul 1990	Aug 14, 1990	5,436.25	914.76	917.82				7,268.83
Aug 1990	Oct 11, 1990	5,294.42	914.76	866.82				7,076.00
Sep 1990	Nov 8, 1990	5,663.72	914.76	917.82				7,496.30
Oct 1990	Dec 20, 1990	4,268.56	914.76	1,429.96				6,613.28
	Jan 15, 1991						106.43	106.43
Nov 1990	Feb 1, 1991	4,034.99	914.76	528.47				5,478.22
Dec 1990	Mar 20, 1991	3,740.98	914.76	770.81				5,426.55
Jan 1991	Mar 20, 1991	4,098.71	914.76	935.93				5,949.40
Feb 1991	Apr 5, 1991	4,432.62	914.76	1,060.01				6,407.39
	Apr 8, 1991				76.00			76.00
Mar 1991	May 10, 1991	3,995.65	914.76	834.30				5,744.71
Apr 1, 1991-92	May 10, 1991					1,694.10		1,694.10
Apr 1991	Jun 17, 1991	6,608.64	914.76	809.08				8,332.48
May 1991	Jun 17, 1991	11.59	914.76	1,187.01				2,113.36
	Jun 17, 1991						1,099.66	1,099.66
Jun 1991	Aug 2, 1991	5,515.40	914.76	1,148.91				7,579.07
TOTAL		53,101.53	10,977.12	11,406.94	76.00	1,694.10	1,206.09	78,461.78
AVG		4,425.13	914.76	950.58	6.33	141.18	100.51	6,538.48

PERIOD COVERED FY1991-1992	DATE INVOICE	S. CA EDISON	TURF	GROUNDS	MAINT/ REPAIRS	CIV CTR FIRE INS	CIV CTR BONDS	TOTAL
Jul 1991	Oct 21, 1991	5,436.27	914.76	1,614.54				7,965.57
Aug 1991	Nov 25, 1991	6,086.00	914.76	2,317.99				9,318.75
Sep 1991	Dec 6, 1991	5,737.54	971.48	1,371.04				8,080.06
Oct 1991	Jan 16 1992	4,668.80	971.48	1,089.79				6,730.07
Nov 1991	Feb 7, 1992	4,396.07	971.48	1,076.31				6,443.86
Dec 1991	Feb 26, 1992	3,857.87	971.48	2,055.94				6,885.29
Jan 1992	Mar 2, 1992	4,012.65	971.48	1,041.07	210.73			6,235.93
Feb 1992	Mar 25, 1992	4,144.69	971.48	1,656.99				6,773.16
Mar 1992	Apr 22, 1992	4,068.44	971.48	687.48				5,727.40
Apr 1992	May 22, 1992	4,817.50	2,163.29	586.63				7,567.42
May 1992	Jul 29, 1992	4,881.54	971.48	610.75	169.14			6,632.91
Jun 1992	Jul 29, 1992	6,178.08	971.48	698.15	381.50			8,229.21
TOTAL		58,285.45	12,736.13	14,806.68	761.37	0.00	0.00	86,589.63
AVG		4,857.12	1,061.34	1,233.89	63.45	0.00	0.00	7,215.80

PERIOD COVERED FY1992-1993	DATE INVOICE	S. CA EDISON	TURF	GROUNDS	MAINT/ REPAIRS	CIV CTR FIRE INS	CIV CTR BONDS	TOTAL
Jul 1992	Aug 27, 1992	6,272.41	971.48	737.51				7,981.40
Aug 1992	Oct 22, 1992	6,524.22	971.48	935.65	116.60			8,547.95
Sep 1992	Oct 22, 1992	6,171.20	971.48	764.06	660.13			8,566.87
Oct 1992	Nov 24, 1992	4,992.07	971.48	696.64	307.17			6,967.36
Nov 1992	Dec 18, 1992	4,232.76	971.48	957.68				6,161.92
Dec 1992	Feb 24, 1993	2,965.93	971.48	743.27	84.42			4,765.10
Jan 1993	Feb 24, 1993	2,953.86	971.48	768.77	173.14			4,867.25
Feb 1993	Apr 21, 1993	3,525.55	971.48	969.05	288.92			5,755.00
Mar 1993	Apr 21, 1993	3,790.10	971.48	785.83	337.01			5,884.42
Apr 1993	Jun 10, 1993	4,325.98	971.48	694.27			3,614.72	9,606.45
May 1993								0.00
Jun 1993								0.00
TOTAL		45,754.08	9,714.80	8,052.73	1,967.39	0.00	3,614.72	69,103.72
AVG		4,575.41	971.48	805.27	196.74	0.00		6,910.37

FY1990-1991	TOTAL DOLLARS SPENT			TOTAL 50% LIBRARY	
	LABOR	EQUIPMENT	MATERIAL		
Jul 1990	1,396.82	428.00	10.81	1,835.63	917.82
Aug 1990	1,396.82	326.00	10.81	1,733.63	866.82
Sep 1990	1,396.82	428.00	10.81	1,835.63	917.82
Oct 1990	2,295.08	556.00	8.84	2,859.92	1,429.96
Nov 1990	756.09	292.00	8.84	1,056.93	528.47
Dec 1990	1,189.78	292.00	59.84	1,541.62	770.81
Jan 1991	1,443.60	394.00	34.26	1,871.86	935.93
Feb 1991	1,409.03	664.00	46.98	2,120.01	1,060.01
Mar 1991	1,291.34	343.00	34.26	1,668.60	834.30
Apr 1991	1,245.00	343.00	30.16	1,618.16	809.08
May 1991	1,920.00	394.00	60.02	2,374.02	1,187.01
Jun 1991	1,522.40	741.00	34.42	2,297.82	1,148.91
TOTAL	17,262.78	5,201.00	350.05	22,813.83	11,406.92
AVG	1,438.57	433.42	29.17	1,901.15	950.58

FY1991-1992	TOTAL DOLLARS SPENT			TOTAL 50% LIBRARY	
	LABOR	EQUIPMENT	MATERIAL		
Jul 1991	2,510.63	615.00	103.45	3,229.08	1,614.54
Aug 1991	2,868.06	1,227.00	540.92	4,635.98	2,317.99
Sep 1991	2,143.26	564.00	34.82	2,742.08	1,371.04
Oct 1991	1,647.90	471.00	60.68	2,179.58	1,089.79
Nov 1991	1,689.80	428.00	34.82	2,152.62	1,076.31
Dec 1991	2,674.89	1,432.50	4.48	4,111.87	2,055.94
Jan 1992	1,689.80	360.00	32.34	2,082.14	1,041.07
Feb 1992	2,648.68	564.00	101.30	3,313.98	1,656.99
Mar 1992	969.68	360.00	45.27	1,374.95	687.48
Apr 1992	914.93	224.00	34.33	1,173.26	586.63
May 1992	916.24	258.00	47.26	1,221.50	610.75
Jun 1992	1,069.97	292.00	34.33	1,396.30	698.15
TOTAL	21,743.84	6,795.50	1,074.00	29,613.34	14,806.67
AVG	1,811.99	566.29	89.50	2,467.78	1,233.89

FY1992-1993	TOTAL DOLLARS SPENT			TOTAL 50% LIBRARY	
	LABOR	EQUIPMENT	MATERIAL		
Jul 1992	1,180.60	275.00	19.41	1,475.01	737.51
Aug 1992	1,415.02	411.00	45.27	1,871.29	935.65
Sep 1992	1,058.78	437.00	32.34	1,528.12	764.06
Oct 1992	1,092.90	258.00	42.37	1,393.27	696.64
Nov 1992	1,403.88	505.00	6.48	1,915.36	957.68
Dec 1992	1,118.20	292.00	32.34	1,442.54	721.27
Jan 1993	1,213.20	292.00	32.34	1,537.54	768.77
Feb 1993	1,458.68	462.00	17.41	1,938.09	969.05
Mar 1993	1,213.32	326.00	32.34	1,571.66	785.83
Apr 1993	1,081.20	275.00	32.34	1,388.54	694.27
May 1993				0.00	0.00
Jun 1993				0.00	0.00
TOTAL	12,235.78	3,533.00	292.64	16,061.42	8,030.71
AVG	1,223.58	353.30	29.26	1,606.14	803.07

FY1990-1991	DOLLARS BY TYPE OF WORKER					TOTAL
	SUPERVISOR	CREWLEAD	SWEEPER	TRIMMER	MAINT WORK	
Jul 1990	210.00	251.28	40.82	0.00	894.72	1,396.82
Aug 1990	210.00	251.28	40.82	0.00	894.72	1,396.82
Sep 1990	210.00	251.28	40.82	0.00	894.72	1,396.82
Oct 1990	276.10	695.10	44.36	87.92	1,191.60	2,295.08
Nov 1990	82.83	231.70	44.36	0.00	397.20	756.09
Dec 1990	165.66	185.36	44.36	0.00	794.40	1,189.78
Jan 1991	220.88	463.40	44.36	0.00	714.96	1,443.60
Feb 1991	165.66	231.17	44.36	173.44	794.40	1,409.03
Mar 1991	220.88	231.70	44.36	0.00	794.40	1,291.34
Apr 1991	220.88	185.36	44.36	0.00	794.40	1,245.00
May 1991	220.88	463.40	44.36	0.00	1,191.40	1,920.04
Jun 1991	276.10	231.70	44.36	175.84	794.40	1,522.40
TOTAL	2,479.87	3,672.73	521.70	437.20	10,151.32	17,262.82
AVG	206.66	306.06	43.48	36.43	845.94	1,438.57

FY1991-1992	DOLLARS BY TYPE OF WORKER					TOTAL
	SUPERVISOR	CREWLEAD	SWEEPER	TRIMMER	MAINT WORK	
Jul 1991	331.32	347.55	44.36	0.00	1,787.40	2,510.63
Aug 1991	276.10	1,390.20	44.36	561.60	595.80	2,868.06
Sep 1991	276.10	695.10	44.36	234.00	893.70	2,143.26
Oct 1991	250.64	398.56	47.02	92.88	858.80	1,647.90
Nov 1991	313.30	298.92	47.02	0.00	1,030.56	1,689.80
Dec 1991	469.95	498.20	47.02	371.52	1,288.20	2,674.89
Jan 1992	313.30	298.92	47.02	0.00	1,030.56	1,689.80
Feb 1992	626.60	348.74	47.02	424.00	1,202.32	2,648.68
Mar 1992	187.98	199.28	47.02	106.00	429.40	969.68
Apr 1992	93.99	99.64	47.02	159.00	515.28	914.93
May 1992	125.48	99.64	47.02	0.00	644.10	916.24
Jun 1992	125.48	124.55	47.02	0.00	772.92	1,069.97
TOTAL	3,390.24	4,799.30	556.26	1,949.00	11,049.04	21,743.84
AVG	282.52	399.94	46.36	162.42	920.75	1,811.99

FY1992-1993	DOLLARS BY TYPE OF WORKER					TOTAL
	SUPERVISOR	CREWLEAD	SWEEPER	TRIMMER	MAINT WORK	
Jul 1992	125.32	149.46	47.02		858.80	1,180.60
Aug 1992	187.98	149.46	47.02		1,030.56	1,415.02
Sep 1992	125.32	149.46	47.02	92.88	644.10	1,058.78
Oct 1992	186.66	153.36	48.24		704.64	1,092.90
Nov 1992	248.88	255.60	48.24	190.56	660.60	1,403.88
Dec 1992	248.88	204.48	48.24		660.60	1,162.20
Jan 1993	248.88	255.60	48.12		660.60	1,213.20
Feb 1993	311.00	306.72	48.24		792.72	1,458.68
Mar 1993	248.88	255.60	48.24		660.60	1,213.32
Apr 1993	248.88	255.60	48.24		528.48	1,081.20
May 1993						0.00
Jun 1993						0.00
TOTAL	2,180.68	2,135.34	478.62	283.44	7,201.70	12,279.78
AVG	218.07	213.53	47.86	28.34	720.17	1,227.98

FY1990-1991	TIME BY TYPE OF WORKER					TOTAL
	SUPERVISOR	CREWLEAD	SWEEPER	TRIMMER	MAINT WORK	
Jul 1990	8.00	12.00	2.00	0.00	12.00	34.00
Aug 1990	8.00	12.00	2.00	0.00	12.00	34.00
Sep 1990	8.00	12.00	2.00	0.00	12.00	34.00
Oct 1990	10.00	15.00	2.00	2.00	15.00	44.00
Nov 1990	3.00	10.00	2.00	0.00	10.00	25.00
Dec 1990	6.00	8.00	2.00	0.00	10.00	26.00
Jan 1991	8.00	10.00	2.00	0.00	12.00	32.00
Feb 1991	6.00	10.00	2.00	4.00	10.00	32.00
Mar 1991	8.00	10.00	2.00	0.00	10.00	30.00
Apr 1991	8.00	8.00	2.00	0.00	10.00	28.00
May 1991	8.00	10.00	2.00	0.00	10.00	30.00
Jun 1991	10.00	10.00	2.00	4.00	10.00	36.00
TOTAL	91.00	127.00	24.00	10.00	133.00	385.00
AVG	7.58	10.58	2.00	0.83	11.08	32.08

FY1991-1992	TIME BY TYPE OF WORKER					TOTAL
	SUPERVISOR	CREWLEAD	SWEEPER	BLDG MAINT TRIMMER	MAINT WORK	
Jul 1991	12.00	15.00	2.00	0.00	15.00	44.00
Aug 1991	10.00	30.00	2.00	24.00	10.00	76.00
Sep 1991	10.00	15.00	2.00	10.00	15.00	52.00
Oct 1991	8.00	8.00	2.00	2.00	10.00	30.00
Nov 1991	10.00	12.00	2.00	0.00	12.00	15.00
Dec 1991	15.00	20.00	2.00	8.00	15.00	60.00
Jan 1992	10.00	12.00	2.00	0.00	12.00	36.00
Feb 1992	10.00	14.00	2.00	16.00	14.00	56.00
Mar 1992	6.00	8.00	2.00	4.00	10.00	30.00
Apr 1992	3.00	4.00	2.00	6.00	8.00	23.00
May 1992	4.00	4.00	2.00	0.00	10.00	20.00
Jun 1992	4.00	5.00	2.00	0.00	12.00	23.00
TOTAL	102.00	147.00	24.00	70.00	143.00	465.00
AVG	8.50	12.25	2.00	5.83	11.92	38.75

FY1992-1993	TIME BY TYPE OF WORKER					TOTAL
	SUPERVISOR	CREWLEAD	SWEEPER	BLDG MAINT TRIMMER	MAINT WORK	
Jul 1992	4.00	6.00	2.00	0.00	10.00	22.00
Aug 1992	6.00	6.00	2.00	0.00	12.00	26.00
Sep 1992	4.00	6.00	2.00	2.00	10.00	24.00
Oct 1992	6.00	6.00	2.00		8.00	22.00
Nov 1992	8.00	10.00	2.00	4.00	10.00	34.00
Dec 1992	8.00	8.00	2.00		10.00	28.00
Jan 1993	8.00	10.00	2.00		10.00	30.00
Feb 1993	10.00	12.00	2.00		12.00	36.00
Mar 1993	8.00	10.00	2.00		10.00	30.00
Apr 1993	8.00	10.00	2.00		8.00	28.00
May 1993						0.00
Jun 1993						0.00
TOTAL	70.00	84.00	20.00	6.00	100.00	280.00
AVG	7.00	8.40	2.00	0.60	10.00	31.11

TO: Library Board of Trustees

FROM: Sal Addotta, Assistant Library Director *Sma*

DATE: June 21, 1993

SUBJECT: **LSCA Title II Grant for Disabled Access Remodeling of Main Library**

BACKGROUND:

In December, the Library submitted a Notice of Intent to file an application for LSCA Title II funds for disabled access remodeling.

In February, the State Librarian reviewed favorably the Library's Notice of Intent and encouraged an application for grant funds.

In April, the Library submitted a Title II grant application.

By May 28th, the State Librarian was to have analyzed applications for eligibility and notified applicants of decisions.

The State Librarian has not approved any applications for LSCA Title II funds, according to a letter dated May 17, 1993.

The Library's application "was received prior to our May 3 filing deadline and meets all requirements," according to the letter.

However, since not enough applications were received from those who had submitted satisfactory Notices of Intent, the State Librarian is concerned that the State Library will not be able to qualify for all available federal funds.

Because of this, the State Librarian has invited supplemental applications which will be due June 28th; decisions on all applications are scheduled for August 13th.

The State Librarian's letter is attached.

RECOMMENDATION:

Receive and file.

CALIFORNIA STATE LIBRARY

LIBRARY—COURTS BUILDING • P.O. BOX 942837 • SACRAMENTO, CA 94237-0001



TELEPHONE: (916) 445-2585

May 17, 1993

Mr. Sal Adotta, Assistant Library Director
Placentia Library District
411 East Chapman Avenue
Placentia, CA 92670

Dear Mr. Adotta:

Your application for LSCA Title II funds was received prior to our May 3 filing deadline and meets all requirements. As I wrote you February 4, I had expected to approve it unless unforeseen circumstances obtained.

What I did not foresee was that some who, like you, submitted satisfactory Notices of Intent would choose not to submit an application. This caused the total amounts involved to shift substantially from the Notice of Intent stage. The consequence is that I am at this time apprehensive about our ability to qualify for all available federal funds, particularly as regards providing enough required matching funds to gain those federal funds.

As you know, I have invited supplemental applications for the funds remaining after the amounts I had expected would be needed for your applications. Those supplemental applications will be received June 28; decisions on them are scheduled for August 13.

It is still very much my desire to approve your application. However, I will not be able to do so until I have reviewed all applications, both the supplemental applications due June 28 and your application and the others received May 3.

I must advise you that approval of your project as requested may depend upon the specific projects applied for June 28 and the matching funds offered with those projects. Should the June 28 applications be satisfactory in the amounts requested and match offered (in combination with the match offered by the applications received May 3), I would not expect any difficulty in approving your application then. Moreover, you can be assured that if the June 28 applications are not satisfactory, I will not disapprove your application without first giving you the opportunity to modify it sufficiently for me to approve it, by increasing your match or decreasing your request or both.

I regret the inconvenience and uncertainty caused by this unforeseen delay.

Sincerely,

A handwritten signature in cursive script that reads "Gary E. Strong".

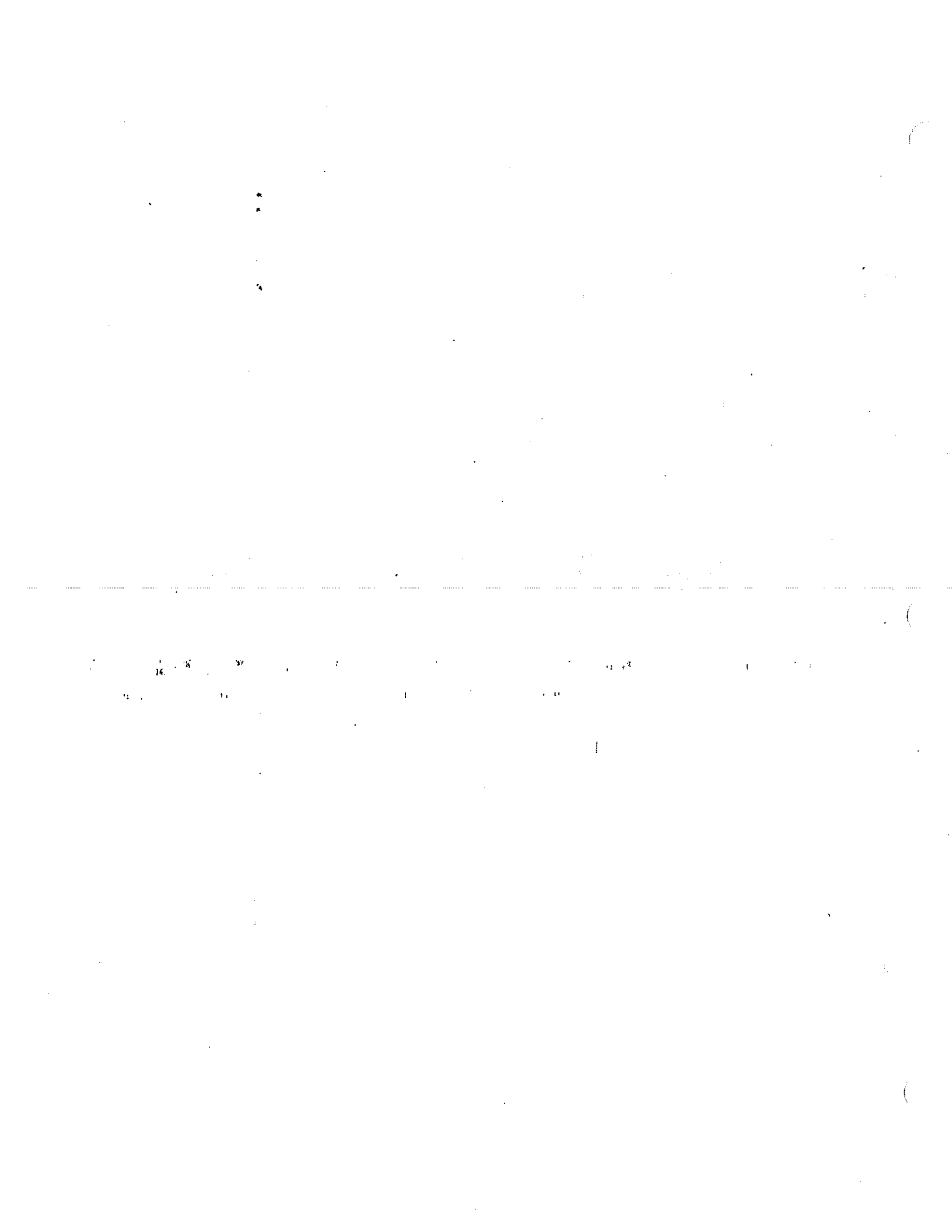
Gary E. Strong
California State Librarian

GES:CS:rrr.T. Trice

LIBRARY SERVICES AND CONSTRUCTION ACT, TITLE II
PUBLIC LIBRARY CONSTRUCTION PROJECT
SCHEDULE OF EVENTS, 1993

For planning purposes, following are the events you can anticipate in the 1992/1993 Title II process. Please note that the dates up to and including May 28, 1993, are accurate, and those following are approximate.

A. NOTICE OF INTENT PROCESS	
September 1992 - January 6, 1993	Library Director or Local Government Official reviews application materials. Prepares and submits Notice of Intent and required enclosures.
January 7, 1993 - February 3, 1993	State Library reviews NOIs for completeness. State Librarian analyzes for competitiveness, notifies submitter.
B. APPLICATION AND APPROVAL PROCESS	
February 4, 1993 - April 30, 1993	Librarian or Local Government Official reviews response to NOI, determines whether or not to prepare an Application. Proceeds to secure all required information, including architect's cost estimate. Parent jurisdiction approves Application.
May 3, 1993	Applicant submits Application and required enclosures.
May 4, 1993 - May 27, 1993	State Library analyzes Applications for eligibility. State Librarian reviews competitiveness as determined from NOI, determines which applicants best meet priorities within available funds.
May 28, 1993	State Librarian notifies applicants of decisions.
C. AWARD PROCESS (All dates approximate)	
June 15, 1993	State Library notifies U.S. Dept. of Education of awards and local match.
July 15, 1993	U.S. Dept. of Education awards LSCA Title II funds to State Library.
August 1, 1993	State Library sends agreement to grantee for signature.
September 1, 1993	Grantee executes and returns agreement.
September 15, 1993	State executes agreement, sends copy to grantee.
D. DESIGN AND CONSTRUCTION.	
June 1, 1993 - Completion	Generally, follow schedule submitted on Application p. 5. (Note that local design work etc. begins following notice of approval, prior to agreement.)



TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *EDM*
DATE: June 21, 1993
SUBJECT: **FY1993-1994 Budget**

BACKGROUND:

Legislative Alerts

As of Friday, June 18, 1993, at 4:00 P.M. there was no additional information to that which was distributed at the Board Meeting on June 10, 1993.

California Advocates reports that there is a rumor that "Superdot" is again being discussed on the Senate side.

Some type of action may take place over the weekend as Sunday is the deadline for extension of the half cent sales tax.

I continue to have daily telephone updates from California Advocates and regular written reports from both California Library Association and the California Special Districts Association.

Once the Budget is adopted it is anticipated that legislative contacts will need to be made concerning the content of the "Trailer Bills" because this is where the mechanics of any of the shifts of revenue will be spelled out.

Revenue Estimates for FY1993-1994

Attachment A contains the revenue estimates for FY1993-1994 that assume a property tax loss equal to that of last year.

Orange County Auditor Steven Lewis announced in a meeting with Special District Managers on June 17 that he is recommending that the Orange County Supervisors change the property tax allocation system to a process permitted by the Government Code called the "Teeter Plan". The Supervisors are scheduled to vote on this recommendation on June 29.

If the "Teeter Plan" is adopted for Orange County each agency will receive its entire secured property tax allocation each year. Money will be borrowed to pay the prior secured taxes and

beginning in FY1993-1994 agencies will receive no prior secured taxes (Revenue Account 623) or interest/penalties on prior secured taxes (Revenue Account 626). Unsecured taxes are not affected by this change.

The main reasons the County is considering this plan are to shelter the delinquent taxes from any legislative tax shift, and because under current conditions they can get more interest from investing the money in the pool than they will need to pay for borrowing the money.

Independent special districts do not have a choice on whether they want to participate in this change although there seemed to be a fair amount of enthusiasm for it among the participants at the meeting.

Districts were strongly cautioned by Mr. Lewis to not treat the proposed allocation of current delinquent taxes as an appropriation because it is really just an advance of money that will not be coming during the next four year. Also, the Supervisors could elect to return to the old accounting system at any time and if that happens there would be a significant shortfall for four years.

Preliminary Budget for Fy1992-1993

Attachment B contains a Preliminary Budget for FY1993-1994.

Fines & Fees Schedule for FY1993-1994

The changes in the Fines and Fees Schedule (Attachment C) are:

1. The addition of a \$5.00 charge for interlibrary loan items.
2. The inclusion of "shelf check" items as Reserves.
3. Increasing the fee for laminating from \$.50 to \$3.50 per linear foot.

Additional charges recommended by others are:

1. Charging for video circulations.
2. Increasing the Meeting Room rental fee.

Staff is recommending purchase of vending equipment for printers attached to database services to be attached to printers for the Orange County Register and the 2 periodical databases. Payback is estimated to be between 24 and 30 months at a price of \$.10 per page.

The cost per unit is approximately \$1,635 for a total of \$4,905 plus \$150 for cards and \$4,225 for the card dispenser for a total start-up cost of \$9,280. The card dispenser will also be used when the Library switches from contract photocopiers to managing its own copiers in January, 1995.

The purchase could be managed in the same type of arrangement as the vending machine by advancing the funds from Fund 5021 and repaying Fund 5021 from the proceeds.

The Fines & Fees Schedule needs to be adopted by resolution. (Attachment D)

Retirement Incentive Program

The District has received a request from one of its employees that the Retirement Incentive Program offered in September, 1992, be offered again at this time.

The terms of the program offered last year were as follows:

1. The program is offered to staff whose age plus years of service equal 65.
2. That it is a one time offer that must be accepted in writing to the Library Director no later than the end of the workday on Monday, November 16, 1992, and to be effective January 7, 1993.
3. That each staff member accepting the offer will be granted up to two work days of paid personal leave to take care of business relating to the retirement.
4. That the sick leave payout will be increased by 10% over the amount specified in the Personnel Handbook.
5. That the employee will receive a "Retirement Incentive" equal to one week's salary at the FY1992-1993 rate for each completed year of employment with the District, and an amount equal to 5 years of contribution to the District's pension plan at the FY1992-1993 salary rate.

The FY1992-1993 retirement incentives were paid from reserve funds with a total cost to the District of \$55,449.19.

The proposed information memo for the staff is Attachment E.

RECOMMENDATIONS:

1. Receive and file the Revenue Estimates for FY1993-1994.
West / Sills
2. Adopt Preliminary Budget for FY1993-1994 subject to revision after the State Budget is adopted. *West / Evans. No - Stouffer.*
3. Approve purchase of vending equipment for 3 printers, a vending card dispenser and base, and 200 vending cards at a cost not to exceed \$9,280 to be paid from Fund 5021 with the proceeds from the vending system to be used to replace the funds in Fund 5021 until it is repaid in full. *Intercept - by bank specifies rest will be by.*
4. Motion to read Resolution 93-3 by title only.
Shubert / Evans.
Motion to adopt Resolution 93-3.
Shubert / West.
5. That a "Retirement Incentives" program be offered to staff whose age and years of service total 65 with the following provisions:

*Sawidea - opposed
West - mixed feeling
wait until we know
about budget
offer as proposed
West / Evans
Opposed*

That it is a one time offer that must be accepted in writing to the Library Director no later than the end of the workday on Monday, July 12, 1993, and to be effective July 22, 1993.

That all payout calculations are based on the salary level on the date of retirement.

That each staff member who has submitted a written notification of intent to accept the offer will be granted up to two work days of paid personal leave to take care of business relating to the retirement.

That the sick leave payout will be increased by 10% over the amount specified in the Personnel Handbook.

That the employee will receive a "Retirement Incentive" equal to one week's salary at the FY1992-1993 rate for each completed year of employment with the District, and an amount equal to 5 years of contribution to the District's pension plan at the FY1992-1993 salary rate.

That the funds necessary to pay for the retirement incentive payout be transferred from Fund 5061, the Bond Redemption Fund, to Fund 5071, the Operating Fund, to cover Operating Fund shortfalls as needed during FY1993-1994.

Placentia Library District
Property Tax Revenue

Object Code	Category	FY1990-1991 Actual	FY1991-1992 Actual	FY1992-1993 Budgeted	OCA 2/10/93 FY1992-1993 Rev Estimate	FY1992-1993 YTD/MAY	1 X FY93 Cut FY1993-1994 Estimate
621-000	Current Secured	823,832	892,734	963,800		838,867	817,021
✓623-000	Prior Secured	24,856	37,363	40,000		47,569	83,856
	TOTAL SECURED	848,688	930,097	1,003,800	907,801	886,436	900,877
621-001	PUBLIC UTILITY	25,633	27,090	29,000	28,110	14,049	25,299
622-000	Current Unsecured	64,438	72,956	78,000		55,909	0
624-000	Prior Unsecured	978	1,258	1,500		0	
	TOTAL UNSECURED	65,416	74,214	79,500	68,729	55,909	61,856
669-000	HOMEOWNER	19,790	20,375	21,400	17,530	15,386	15,777
	TOTAL ESTIMATE PROVIDED BY ORANGE COUNTY AUDITOR	959,527	1,051,776	1,133,700	1,022,170	971,780	894,170
626-000	PENALTIES/DELINQUENCIES	4,289	6,019	6,500		7,676	0
628-000	SUPPLEMENTAL - CURRENT	72,614	48,227	50,000		33,608	30,000
630-000	SUPPLEMENTAL - PRIOR	2,103	3,704	4,500		4,939	4,000
661-000	INTEREST	46,331	40,373	30,250		21,933	10,000
	TOTAL CATEGORIES NOT ESTIMATED BY ORANGE COUNTY AUDITOR	125,337	98,323	91,250		68,156	44,000
	TOTAL PROPERTY TAX REVENUE	1,084,864	1,150,099	1,224,950		1,039,936	938,170
697-000	STATE LIBRARY	144,764	123,758	55,472		83,219	70,000
787-000	LOCAL REVENUE	13,969	17,115	30,000		37,341	35,000
	TOTAL REVENUE	1,243,597	1,290,972	1,310,422		1,160,496	1,043,170

PLACENTIA LIBRARY DISTRICT EXPENDITURE ESTIMATES FOR FUND 5071 FOR FISCAL YEAR 1993-1994 June 21, 1993									
OBJECT CODE	DESCRIPTION	FY91 ACTUAL	FY92 BUDGETED	FY92 ACTUAL	FY93 BUDGETED	FY93 ESTIMATED	FY93 PRELIMINARY	1ST TIER	FY94
010-000	Salaries & Wages	624,948.00	697,087.00	700,238.65	735,250.00	753,102.94	547,340.00		
020-000	Retirement	86,162.64	100,658.00	87,508.99	107,075.00	101,343.84	94,641.21		
	Health Insurance/Care America		0.00		36,200.00	38,335.56	36,803.00		
	Vision Service Plan		0.00		2,250.00	2,021.30	2,131.00		
	Dental		0.00		6,600.00	5,789.68	5,521.00		
030-000	Total Employee Insurance	40,194.04	75,000.00	37,302.50	45,050.00	46,146.54	44,455.00		
031-000	Unemployment Insurance	2,115.00	0.00	1,717.00	1,750.00	3,500.00	16,000.00		
032-000	Workers Compensation - General	8,979.77	0.00	7,602.28	7,750.00	7,500.00	7,750.00		
	TOTAL SALARIES & EMPLOYEE BENEFITS	762,399.45	872,745.00	834,369.42	896,875.00	911,593.32	710,186.21		
070-000	Communications		6,000.00	0.00	6,200.00	9,028.89	9,000.00		
070-008	Communications - Literacy		0.00	0.00	1,200.00	956.65	950.00		
	Total Communications	5,841.73	6,000.00	6,985.35	7,400.00	9,985.54	9,950.00		
090-000	Food	0.00	0.00	88.83	200.00	32.26	100.00		
100-000	Household Expense	3,311.71	3,000.00	4,479.02	4,500.00	4,500.00	4,500.00		
110-000	Insurance	13,065.63	13,500.00	14,716.87	16,500.00	14,649.00	16,000.00		
130-000	Maintenance of Equipment	3,003.13	4,000.00	7,575.16	7,500.00	8,000.00	7,500.00		
	HVAC				8,000.00	14,000.00	15,000.00		
	Carpet Cleaning				5,950.00	5,950.00	6,000.00		
	Groundskeeping, City of Placentia				23,000.00	21,525.90	23,000.00		
	Plumbing				750.00	700.00	750.00		
	Electrical				2,250.00	1,500.00	1,500.00		
	Cleaning Service				14,000.00	14,022.72	15,000.00		
	Locksmith				500.00	300.00	500.00		
	Other				500.00	1,000.00	500.00		
140-000	Total Maintenance of Building & Grounds	44,124.45	43,419.00	60,144.19	54,950.00	58,998.62	62,250.00		
160-000	Memberships	2,199.00	2,750.00	3,452.19	3,500.00	3,359.00	3,500.00		
170-000	Miscellaneous Expense	0.00	0.00	349.86	0.00	0.00	0.00		

OBJECT CODE	DESCRIPTION	FY91 ACTUAL	FY92 BUDGETED	FY92 ACTUAL	FY93 BUDGETED	FY93 ESTIMATED	FY93 ESTIMATED PRELIMINARY	1ST TIER FY94 PRELIMINARY
	Library Supplies				4,000.00	9,500.00	7,500.00	
	Printing				11,000.00	4,500.00	3,000.00	
	EZ Copy - copy cards for sale to patrons				1,750.00	1,000.00	0.00	
	Publications				650.00	1,985.00	0.00	
	Paper				300.00	1,300.00	1,200.00	
	Drinking Water Service				350.00	309.40	325.00	
	Other Office Supplies				8,000.00	8,000.00	6,000.00	
180-000	Total Office Supply Expense		22,000.00		26,050.00	26,594.40	18,025.00	
180-007	Grandparents & Books Supply Expense		0.00		0.00	0.00	0.00	
	Printing				2,000.00	800.00	800.00	
	Publications				200.00	0.00	0.00	
	Paper				100.00	50.00	50.00	
	Other Office Supplies				500.00	1,800.00	1,800.00	
180-008	Total Literacy Office supply expense		0.00		2,800.00	2,650.00	2,650.00	
180-009	Family Literacy Supply Expense		0.00		500.00	4,800.00	4,800.00	
	Total Office Expense	19,390.29	22,000.00	24,542.09	29,350.00	34,044.40	25,475.00	
183-000	Postage Expense		0.00		1,500.00	1,800.00	2,000.00	
183-008	Postage Expense - Literacy		0.00		500.00	700.00	700.00	
	Total Postage Expense	2,375.04	0.00	1,768.06	2,000.00	2,500.00	2,700.00	
	Care Resources (Employee Assistance)				650.00	609.00	650.00	
	Pension Contribution & Operating Expenses				4,000.00	3,089.51	3,500.00	
	Anaheim Library				30,000.00	42,631.10	40,000.00	
	Clipping Service				400.00	368.52	375.00	
	Tax Collection Services & Fees by Orange County				600.00	242.95	250.00	
	Advertising				750.00	347.50	400.00	
	Medical Exams				750.00	526.50	525.00	
	Collection Services				1,750.00	0.00	1,500.00	
	Audit				3,000.00	2,950.00	2,950.00	
	Payroll Preparation				4,000.00	3,500.00	3,250.00	
	Election Expenses				13,000.00	0.00	0.00	
	Staff Training in Library				1,000.00	0.00	0.00	
	Other				500.00	5,000.00	3,000.00	
190-000	Total Specialized Services	61,688.26	80,000.00	64,407.71	60,400.00	59,265.08	56,400.00	
190-001	Specialized Services - City of Anaheim	10,278.00	0.00	0.00	0.00	0.00	0.00	
190-008	Specialized Services - Literacy	6,093.95	0.00	2,069.14	2,250.00	1,200.00	1,200.00	
190-009	Specialized Services - Family Literacy	0.00	0.00	2,467.26	1,500.00	1,200.00	1,200.00	
190-018	Tax Collection Services & Fees by Orange County	0.00	0.00	13,553.04	15,000.00	15,000.00	15,000.00	
	Total Specialized Services	78,060.21	80,000.00	82,497.15	79,150.00	76,665.08	73,800.00	

OBJECT CODE	DESCRIPTION	FY91 ACTUAL	FY92 BUDGETED	FY92 ACTUAL	FY93 BUDGETED	FY93 ESTIMATED	FY93 PRELIMINARY	1ST TIER FY93
200-000	Legal Notices	0.00	0.00	600.27	500.00	700.00	700.00	700.00
210-000	Rents/Leases-Equipment	0.00	0.00	82.00	0.00	0.00	6,000.00	6,000.00
220-000	Semi-Annual Bond Payment	71,800.00	71,800.00	71,800.00	0.00	0.00	35,900.00	35,900.00
240-000	Special Department Expense - Miscellaneous	0.00		745.48	300.00	600.00	300.00	300.00
240-001	Special Department Expense - Books	122,463.09		115,541.59	85,747.00	105,211.72	75,000.00	75,000.00
240-002	Special Department Expense - Video	5,790.92		5,115.55	10,000.00	1,800.00	1,500.00	1,500.00
240-003	Special Department Expense - City of Anaheim	0.00		3,776.83	0.00	0.00	0.00	0.00
240-004	Special Department Expense - Periodicals	10,233.49		4,159.91	27,500.00	27,000.00	27,500.00	27,500.00
240-005	Special Department Expense - Audio	5,411.88		7,461.82	5,000.00	5,000.00	5,000.00	5,000.00
240-007	Special Department Expense - Grandparents & Bks	0.00		4,461.67	0.00	0.00	0.00	0.00
240-009	Special Department Expense - Family Literacy	143,899.38	130,000.00	590.51	350.00	1,500.00	1,500.00	1,500.00
	Total Special Department Expense			141,853.36	128,897.00	141,111.72	110,800.00	110,800.00
260-000	Transportation/Travel - General	0.00	0.00	60.00	0.00	0.00	0.00	0.00
270-000	Transportation/Travel - Meetings		10,000.00		5,000.00	6,500.00	4,000.00	4,000.00
270-008	Transportation/Travel - Meetings - Literacy				500.00	850.00	850.00	850.00
270-009	Transportation/Travel - Meetings - Family Literacy	0.00			100.00	750.00	750.00	750.00
	Total Transportation/Travel - Meetings	8,427.08	10,000.00	10,805.00	5,600.00	8,100.00	5,600.00	5,600.00
	Electricity				63,000.00	57,172.07	63,000.00	63,000.00
	Gas				6,250.00	3,500.00	3,850.00	3,850.00
	Water				1,750.00	1,750.00	1,925.00	1,925.00
280-000	Total Utilities	59,583.61	58,000.00	66,780.08	71,000.00	62,422.07	68,775.00	68,775.00
	TOTAL SUPPLIES & SERVICES	455,081.26	444,469.00	498,579.48	411,047.00	425,067.69	433,550.00	433,550.00
370-000	Taxes, Assessments (Sales Tax)	0.00	0.00	1,262.82	1,500.00	610.04	625.00	625.00
400-000	Equipment	0.00	15,000.00	19,583.43	0.00	0.00	0.00	0.00
400-008	Equipment - Literacy	0.00	0.00	472.96	0.00	0.00	0.00	0.00
400-111	Equipment	11,181.79	0.00	2,245.40	1,000.00	1,000.00	1,000.00	1,000.00
	Total Equipment	11,181.79	15,000.00	22,301.79	1,000.00	1,000.00	1,000.00	1,000.00
420-000	Structures/Improvements	0.00	0.00	107.73	0.00	0.00	0.00	0.00
	TOTAL EQUIPMENT EXPENSE	11,181.79	15,000.00	22,409.52	1,000.00	1,000.00	1,000.00	1,000.00
	TOTAL EXPENSES	1,228,662.50	1,332,214.00	1,356,621.24	1,310,422.00	1,338,271.05	1,145,361.21	1,145,361.21
					1,310,422.00	1,338,271.05	165,060.79	165,060.79
							(102,191.21)	(102,191.21)

Reduction from FY93 Budgeted
Imbalance with projected revenue

PLACENTIA LIBRARY DISTRICT FINES AND FEES SCHEDULE

Library Board of Trustees, June 21, 1993



	<u>CURRENT</u>	<u>PROPOSED</u>
<u>FINES</u>		
	<u>PER DAY</u>	
Adult & Children's Books, Magazines, Pamphlets, Paperbacks, Books on Tape, Records, Cassettes, and Compact Discs	\$.20	\$.20
Videos	2.00	2.00

There is a two day *grace period* on fines for all items except videos.
At the end of the grace period fines are calculated from the date that the item is due,
not from the end of the grace period.

<u>MAXIMUM FINE PER ITEM</u>	<u>MAXIMUM</u>	
Adult & Children's Books, Magazines, Pamphlets, Paperbacks, Books on Tape, Records, Cassettes, and Compact Discs, and Videos	\$ 10.00	\$ 10.00

<u>RESERVES & SHELF CHECKS</u>	<u>PER ITEM</u>	
Adult & Children's Books, Magazines, Pamphlets, Books on Tape, Records, Cassettes, Compact Discs, and Videos	\$.50	\$.50
Interlibrary loan, <i>plus actual cost by long list + party</i>	no charge	\$ 5.00

<u>LOST MATERIALS</u>		<u>DEFAULT*</u>	
Adult Books	Item Cost + \$5.00	\$ 25.00	\$ 25.00
Children's Books	Item Cost + \$5.00	15.00	15.00
Magazines	Item Cost + \$2.00	3.00	3.00
Records/Cassettes	Item Cost + \$5.00	10.00	10.00
Pamphlets	Item Cost + \$2.00	2.00	2.00
Videos	Item Cost + \$5.00	50.00	50.00
Compact Discs	Item Cost + \$5.00	15.00	15.00
Books on Tape	Item Cost + \$5.00	30.00	30.00
Paperback - Adult	Item Cost + \$5.00	5.00	5.00
Paperback - Children's	Item Cost + \$5.00	3.50	3.50
Paperback - Foreign Language	Item Cost + \$5.00	9.00	9.00

*Default price will be used in the event the item cost is not available.
The processing fee of \$2.00 or \$5.00 is not part of the default price
and needs to be added for the total amount due.

<u>SPECIAL SERVICES</u>		
Laminating per linear foot	\$.50	\$ 3.50
Fax, sending, use of telephone credit card plus	5.00	5.00
Fax, receiving per page	1.00	1.00
Printing per page		.10

<u>MULTIPURPOSE ROOM</u>	<u>PER DAY</u>	
No set-up	\$ 30.00	\$ 30.00
Set-up fee	10.00	10.00
Clean-up fee	10.00	10.00

RESOLUTION NO. 93-3

A RESOLUTION OF THE BOARD OF TRUSTEES
OF THE PLACENTIA LIBRARY DISTRICT OF ORANGE COUNTY
TO ESTABLISH ITS FINES AND FEES SCHEDULE FOR FY1993-1994

WHEREAS, Section 19479 of the Education Code of the State of California establishes that for violation of any rule, regulation, or bylaw a person may be fined or excluded from the privileges of the library.

BE IT RESOLVED, that the Placentia Library District of Orange County Board of Trustees establishes its Fines and Fees Schedule for Fiscal Year 1993-1994 dated June 21, 1993.

AYES: TRUSTEES:

NOES: TRUSTEES

ABSTAIN: TRUSTEES:

ABSENT: TRUSTEES:

State of California)
) ss.
County of Orange)

I, Sandra M. Stark, Secretary of the Board of Trustees of the Placentia Library District of Orange County hereby certify that the above and foregoing Resolution was duly and regularly adopted by the Board of Trustees at a Regular Meeting hereof held on the twentyfirst day of June, 1993.

IN WITNESS THEREOF, I have hereunto set my hand and seal this twentyfirst day of June, 1993.

Sandra M. Stark, Secretary
Board of Trustees of the
Placentia Library District of Orange County

DRAFT

TO: All Full Time and Regular Part Time Library Staff
FROM: Elizabeth D. Minter, Library Director
DATE: June 22, 1993
SUBJECT: Retirement Incentives

BACKGROUND:

As a result of the continued revenue shortfalls and pending reduction in staff the Library Board of Trustees has agreed to offer a retirement incentive program for eligible staff.

RETIREMENT INCENTIVE PROGRAM:

The "Retirement Incentives" program is offered to staff whose age and years of service total 65 with the following provisions:

That it is a one time offer that must be accepted in writing to the Library Director no later than the end of the workday on Monday, July 12, 1993, and to be effective July 22, 1993.

That all payout calculations are based on the salary level on the date of retirement.

That each staff member who has submitted a written notification of intent to accept the offer will be granted up to two work days of paid personal leave to take care of business relating to the retirement.

That the sick leave payout will be increased by 10% over the amount specified in the Personnel Handbook.

That the employee will receive a "Retirement Incentive" equal to one week's salary at the FY1992-1993 rate for each completed year of employment with the District, and an amount equal to 5 years of contribution to the District's pension plan at the FY1992-1993 salary rate.

The above mentioned payments are in addition to an employee's balance in the District's Pension Plan.

I will provide to any staff member wishing to review the potential personal impact of this offer an estimate of the total benefit package.

Placentia Library District Retirement Incentives Program, June 22, 1993, Page 2.

I am available to meet with any individual or group to discuss the various aspects of this offer.

Please contact me directly if you have any questions or wish to request additional information.

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *ED Minter*
DATE: June 21, 1993
SUBJECT: **Collective Bargaining Agreement Amendment**

BACKGROUND:

At its meeting on July 13, 1992, the Library Board of Trustees approved the Memorandum of Understanding between the District and the Orange County Employees Association (OCEA).

Attachment A is a proposed amendment to the MOU prepared by Blanning and Baker in response to the issues discussed by the Board at its meetings on May 17 and June 10, 1993, and by the Library Director with the authorized representatives of OCEA on May 19, 1993.

If approved by both parties, this item will be brought back to the Board at its next meeting for adoption by Resolution.

RECOMMENDATION:

To approve the Amendment to Memorandum of Understanding between Placentia Library District and Placentia Library District Chapter of the Orange County Employees Association, and to authorize the Library Director to present the Amendment to OCEA and to sign the Amendment on behalf of the Library Board of Trustees.

st. / Shlah .
Committee approval to Council .

**AMENDMENT TO
MEMORANDUM OF UNDERSTANDING BETWEEN
PLACENTIA LIBRARY DISTRICT AND
PLACENTIA LIBRARY DISTRICT CHAPTER OF THE
ORANGE COUNTY EMPLOYEES ASSOCIATION**

The parties to the above-referenced 1992-95 Memorandum of Understanding (hereinafter "MOU") between the Placentia Library District (hereinafter "District") and the Placentia Library District Chapter of the Orange County Employees Association (hereinafter "Association") agreed to amend the MOU as follows:

Article 1, Salaries, Section A, is revised as follows: Replace "Second Year Effective July 1, 1993" with "Second Year Effective January 1, 1994". The effect of this change is to delay the salary increase for all employees by six months.

In witness whereof the parties hereto have set their hands this _____ day of June, 1993.

PLACENTIA LIBRARY DISTRICT

PLACENTIA LIBRARY DISTRICT
CHAPTER OF THE ORANGE COUNTY
EMPLOYEES ASSOCIATION

LIBRARY DIRECTOR

OCEA PRESIDENT

OCEA REPRESENTATIVE

ASSOCIATION CHAPTER REPRESENTATIVE

AGREEMENT

The Placentia Library District (hereinafter "District") and the Placentia Library District Chapter of the Orange County Employees Association (hereinafter "Association") agree that any layoffs or demotions resulting from layoff by the District during calendar year 1993 shall be conducted in conformance with the provisions listed below. The parties agree that these provisions are nonprecedential, shall apply only to calendar year 1993, and shall not be binding nor have any effect on any future layoffs, reductions in force, or related actions.

1. The District retains the right, at its discretion, to determine the need for any reduction in force or layoff. The District shall determine the timing, designation of affected positions and classifications, reorganization, modifications to library hours and employee work hours and schedules, and all other activities related to the implementation of a reduction in force.
2. Layoffs and demotions shall be in inverse order of seniority, based on the total hours of work scheduled and performed by each employee (not including overtime). "Hours of work" refers to paid employment in District service, not hours in a position or classification.
3. An employee scheduled for layoff may demote to a lower-paid classification for which the employee is qualified if the employee has more seniority than any employee in that lower

classification. Whether an employee is "qualified" shall be determined at the sole discretion of the Board of Trustees whose decision shall be final and binding.

4. If the elimination of a full-time position would result in the layoff or demotion of an employee who has more seniority than a regular part-time employee and/or an extra help part-time employee in the same classification, the full-time employee shall have the option of taking the part-time position of the less senior employee in the same classification (resulting in layoff or demotion of that employee), or demotion to a lower classification.
5. Employees to be laid off shall be provided with thirty days written notice. The notice shall describe their demotional options, if any. An employee with a demotional option shall be given five working days to respond in writing regarding the employee's decision on that option. Otherwise, the employee shall be laid off as scheduled.
6. The name of each employee who is laid off or demoted shall be placed on a Reemployment List for the classification from which layoff or demotion occurred. The Reemployment List shall be in effect for two years from the date of layoff. During that two year period, if the District elects to fill a vacancy or a new position in that classification, employees on the Reemployment List shall be offered the position in order of seniority.

7. Employees who are laid off shall receive a lump sum payment for accrued vacation and for accrued sick leave, if eligible, based on the "Sick Leave Payoff" provision of the District's Employee Manual dated June 15, 1992. This shall not apply to employees who elect demotion in lieu of layoff.

8. The salary for a demoted employee shall be the employee's salary before demotion or the top salary step of the class to which the employee demotes, whichever is lower.

This Agreement is executed this _____ day of June, 1993, by the following authorized representatives of the parties.

PLACENTIA LIBRARY DISTRICT

PLACENTIA LIBRARY DISTRICT
CHAPTER OF THE ORANGE COUNTY
EMPLOYEES ASSOCIATION

LIBRARY DIRECTOR

OCEA REPRESENTATIVE

ASSOCIATION CHAPTER REPRESENTATIVE



TO; Elizabeth Minter, Library Director
FROM: Suad S. Ammar, Principal Librarian ^{SA}
DATE: June 14, 1993
SUBJECT: Library's 75th Anniversary

The Program committee discussed the 75th Anniversary during the June 8th meeting, keeping in mind the Board's earlier concerns and suggestions.

It was agreed that a well thought out, cost-free, celebration would benefit the Library because of the exposure, awareness and community involvement that it will generate, because all the activities were discussed, were meant to involve and attract as many members of the community as possible.

- 1- Invite all Placentians that have celebrated, or will celebrate their 75th birthday during 1993, to the Library on October 15th, take individual and/or collective photographs. These photographs will be posted, used for publicity, collected in a special album, and later kept in the Placentia History Room.
- 2- Solicit birthday presents chosen from a wish list consisting basically of magazine subscriptions, books, encyclopedias, atlases, CD's, Recorded Books, etc....The list will be presented in the form of a birthday cake poster with 75 removable candles, each candle will have an assigned value, or the name of a specific title or item. Patrons could buy one or more candles until all 75 are bought.
- 3- Staff members will dress up as book characters and walk in the Heritage Day Parade carrying Happy Birthday Placentia Library balloons. (The balloons are being donated by Yours Truly, a Placentia Chamber member.)
- 4- Have a collage or mural of photographs taken during past programs e.g. Summer Reading Programs, Camp Library, Friends programs, Literacy events, the Gulf Display, etc....to demonstrate the various special services and activities that the Library offers in addition to the regular services.
- 5- "A day in the life of Placentia" can be the subject of a photography contest, entries will be displayed, judged and certificates awarded ceremoniously. Students and faculty of the neighboring colleges can be asked to help in organizing and judging the contest.

Recommendation:

Give the Program Committee direction on which of the above activities, or any other type(s) of activities, to consider for planning.

*Proceed with ideas as presented.
Ray / Fried*

PLACENTIA LIBRARY DISTRICT		
PROGRAM STATISTICS		
DEPARTMENT	MAY 93	
	# PROGRAMS	# ATTENDEES
ADULT SERVICES	0	0
CHILDREN'S SERVICES		
1st Grade Story Hour	4	29
After School Specials Ages 7-10	4	68
FFL Story Hour	1	36
Grandparents and Books	12	37
Staff visits to schools	N\A	N\A
Story Hours Ages 3-5	8	181
Toddler Times Age 2	4	70
Visits by Classrooms	9	230
LITERACY SERVICES		
Tutor Training	2	23
Tutor Train. Followup	1	5
Tutor Train. Makeup	1	3
Student Support Group	1	10

TO: Elizabeth Minter, Library Director
FROM: Suad S. Ammar, Principal Librarian ^{SA}
DATE: June 14, 1993
SUBJECT: Program Committee Report for the Month of May

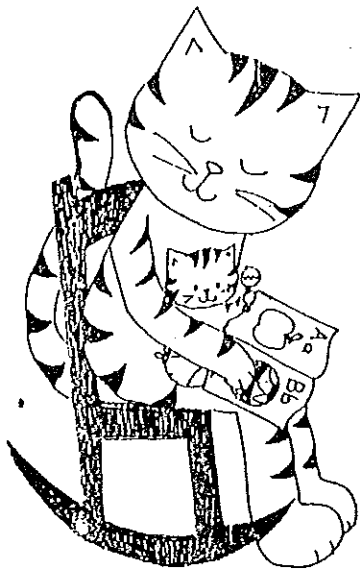
"Longing for Community" project. The Community group is scheduled to meet on Thursday June, 17th at 7:00p.m.

The publication of the networking booklet may be delayed, because many of the entries were not submitted on time. The group will discuss the possibility of future meetings, and the long and short term plans of the group.

Dr. Susan Parman, the Program Moderator, Suggested that the group should consider dedicating the booklet to the memory of Dr. Don A. Schweitzer, since he was the immediate past chairman of the California Council for the Humanities.

Reading Tips for Mothers. Dixie Shaw distributed a handout and suggested that the Library publishes something similar with an invitation for new mothers to frequent the Library or perhaps donate a book in their child's name. With close to 600 babies born at the Placentia Linda Community Hospital alone, she feels that this is a great potential audience. The Committee felt that it was a great idea that could be implemented when and if staff and funds are available.





'READING TO YOUR BABY
IS "PURR-FECT" FOR. . .

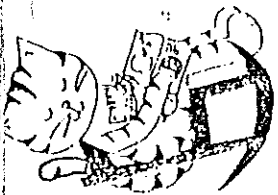
- . . .increasing your baby's chances of growing up to be a healthy and involved human being
- . . .developing your baby's language
(Without language, your child cannot learn, but it's hard for you to keep up a running monologue. Also, books use language that's more rhythmic and creative than everyday conversation.)
- . . .conditioning your baby to the sound of your reading voice, a sound he/she will associate with warmth, security, and pretty pictures
- . . .nurturing a love for books and reading, which will help your child succeed in school
- . . .strengthening your relationship with your baby
(Reading together gives you shared experiences, which can create fond memories and foster parent/child communication.)
- . . .providing beauty, delight, and fun for you and your baby

***** FOOD FOR THOUGHT *****

"Children who are not spoken to by live and responsive adults will not learn to speak properly. . . . Children who are not told stories and read to will have few reasons for wanting to learn to read." Gail E. Haley, author



TIPS FOR READING TO YOUR BABY



Read to your baby from the first day on.
Read when your baby is likely to sit still, perhaps after a nap or before bed.

Read at the same time each day. This gives you both something to look forward to and makes story time as much a part of the day as mealtimes, bath time, and bedtime.

Read at other times during the day as well.

Sit where you'll have good light and few distractions. Get comfortable.

Hold your baby close. If your baby can look at pictures, make sure he/she can see the book's illustrations.

You can read ANYTHING to newborns.

When your baby can see, choose books with large, clear, uncluttered pictures in bright primary colors. Drawings work better than photos. Babies like looking at faces.

Once your baby can grab or chew, give him/her a toy to hold and suck. This prevents your baby from grabbing or chewing the books.

Point to pictures. Start with familiar things, like eyes and animals. Gradually add others. Point them out whenever you see them in books and around you.

Don't stay too long on one picture. About four seconds is long enough for the inexperienced listener.

Point to a picture and say whatever comes to mind, like, "This is a cat. It says, 'Meow.'"

Relate books to your baby's life when possible. You might say, "This dog looks like our Brownie."

Respond to your baby. If your baby reaches out, linger on that picture. Name what's pointed at and tell something about it. If your baby starts to fidget, change words, speed up, or skip a page. If he/she fusses or looks away, set the book aside for another time.

Use a book the way YOU want to use it.

Let your child help turn pages. Your baby can turn only one page at a time, if you hold unread pages, except for the next one to look at, in your right hand.



TIPS FOR READING TO YOUR BABY (cont.)

Reread the book, stopping only at favorite pictures. For variety, read a lively, interesting story at times. Pick a simple text with good rhythm.

Read with life and enthusiasm. Change your voice to fit the action and characters. Use sound effects that will encourage your child's participation but won't scare him/her. Accentuate the rhythm. Move in time to it. Tickle or cuddle your baby at appropriate times.

Repeat a few favorites over and over, because babies love repetition. Introduce new stories, too.

If your baby enjoys story time, read several books at one sitting. Start with an old favorite, move on to something new, and end with a familiar one.

End gently. Talk about the book, and then ease into the next activity.

TIPS FOR FOSTERING YOUR BABY'S LOVE OF BOOKS

Ask family and friends to give your child books. Buy books with gift money.

Shelve expensive books at adult eye level where your baby can see them when held.

When your baby starts crawling, store sturdy cardboard books where he/she can easily reach them.

Keep a sturdy cardboard book in the crib and playpen.

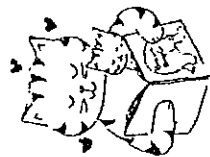
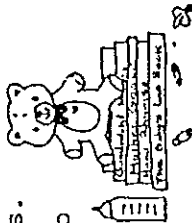
Read or sing nursery rhymes to your baby throughout the day. Tape yourself doing so. Your baby can listen to the tape when you work in the house or go out.

Take your baby to the library often to choose books.

WORDS OF ENCOURAGEMENT

You don't need to feel self-conscious about your ability to read aloud. Your baby loves you and will listen with uncritical acceptance. As you continue to read aloud, your skills will improve.

Please don't give up if your baby tries to throw or chew books. Preschoolers often handle books roughly when meeting them for the first time. With your patience, your baby can move past the destructive phase early in life.





FOR MORE INFORMATION-- AND LOTS OF BOOKS TO SHARE
WITH YOUR BABY-- VISIT YOUR PUBLIC LIBRARY.

If you don't already have a borrower's card, you may apply for a free one at the library of the city in which you live. You'll find its address and phone number in the blue pages of the telephone directory.

Your borrower's card gives you access to all libraries. You can visit and check out materials from any library in the Quad Cities. You can also ask your hometown library to borrow books for you on interlibrary loan.

SOME GOOD BOOKS TO SHARE WITH YOUR BABY

Aylesworth, Jim - The Completed Hickory Dickory Dock
Bang, Molly - Ten, Nine, Eight
Blegvad, Lenore - Mittens for Kittens
Brown, Laurene Krasny - Baby Time
Brown, Margaret Wise - Goodnight Moon
Carle, Eric - The Very Hungry Caterpillar
Chorao, Kay - The Baby's Lap Book
Christelow, Eileen - Five Little Monkeys Jumping on the Bed
Flack, Marjorie - Ask Mr. Bear
Hale, Sarah Josepha - Mary Had a Little Lamb
Hart, Jane, comp. - Singing Bee!
Hutchins, Pat - Good-night, Owl!
Koide, Tan - May We Sleep Here Tonight?
Lionni, Leo - Inch by Inch
Martin, Bill - Brown Bear, Brown Bear, What Do You See?
Neitzei, Shirley - The Jacket I Wear in the Snow
Pienkowski, Jan - Colors; Sizes
Ra, Carol, comp. - Trot Trot to Boston: Play Rhymes for Baby
Spier, Peter - Gobble Growl Grunt
Tafuri, Nancy - Early Morning in the Barn



SOME BOOKS WITH MORE INFORMATION ON READING TO YOUR BABY

Butler, Dorothy - Babies Need Books
Cascardi, Andrea - Good Books To Grow On
McGovern, Edythe - They're Never Too Young for Books
NCTE - Raising Readers
Time-Life Books - First Steps toward Reading
Trelease, Jim - The New Read-Aloud Handbook



WHERE TO FIND OTHER BOOKS OF INTEREST

Browse in the nonfiction sections with these call numbers:
011 & 028 Children's Books 649 Child care
155 Child psychology 784 Songbooks
372 Education 790s Games & Finger plays
398.8 Nursery rhymes 811 & 821 Poetry



TO: Elizabeth Minter, Library Director
FROM: Melanie Daniels, Literacy Coordinator
DATE: June 9, 1993
SUBJECT: Placentia Library Literacy Services Report

PROGRAM STATISTICS

Active tutors: 89
Active students: 109
Inactive tutors: 34
Tutors available to be matched: 15
Students waiting to be matched: 48
Percentage of tutors reporting (May hours): 98.8%
Adjusted percentage of tutors reporting (April hours): 100%
Tutoring hours reported: 644
Other volunteer hours reported: 403
Total reported volunteer hours (May): 1047

Non-reporting tutor as of June 9: Sean Levin (310) 838-6555
Contact attempts- called 5/26 7:22 PM (wrong number); called 6/7
12:15 PM (left message); called 6/9 12:10 PM (left message)

A followup letter will be mailed to the above tutor.

ACTIVITIES/PROGRAMS

Tutor and Student Support Group - The group met on May 17; a total of 10 tutors and students attended. Plans for a July picnic were discussed.

Tutor Training Workshops - Graduates of the April workshop met on May 27 to report on their progress and receive their certificates. On May 8, 10 trainees completed the Saturday tutor workshop and 9 of them were matched with students. The remaining trainee completed her internship with PLLS on May 26. PLLS gained a total of 19 new tutors through both workshops.

Trainer's Training - On May 8, 5 PLLS apprentice tutor trainers completed the 6 hour workshop leader's training required of LVA tutor trainers. When these volunteers complete their supervised hours as apprentice trainers, PLLS will have a solid core of tutor trainers to conduct workshops.

Literacy Bulletin Board - The May bulletin board recruits volunteers through the theme "Think Globally, Act Locally."

FAMILIES FOR LITERACY

The Literacy Coordinator conducted the FFL staff meeting on Tuesday, May 18 in the absence of the Family Literacy Coordinator and began a schedule of weekly site visits to the HeadStart

facility on Wednesday mornings to monitor FFL program operations.

VOLUNTEER STAFF

Marie Catalano, CSUF Human Services Intern, completed her internship with PLLS and FFL on May 26. Several prospective interns have already called regarding fall internship opportunities. JTPA/Jobs Plus program participants Yvonne Flores and Patricia Lopez completed their hours in the school year program the week of May 24. The JTPA/Jobs Plus summer youth program will begin by June 24; Ven Nguyen will then return to PLLS for a third summer.

NETWORK ACTIVITY

PLLS used the foot traffic generated on May 15 by the Friends' Book Sale and the City of Placentia's Open House to distribute flyers about the July tutor workshop as well as general program information.

The Family Literacy Coordinator represented PLLS at the Southern California Library Literacy Network's annual planning conference, held May 16-18.

The Literacy Coordinator represented PLLS in the Chamber of Commerce Business Expo on May 19.

The Literacy Coordinator attended the May 26 meeting of Workplace Literacy Providers of Orange County. The group concluded its discussion of terminology to be used in a guide to Orange County's workplace literacy providers.

UPCOMING ACTIVITIES

A followup meeting for graduates of the Saturday tutor training workshop will be held on June 12 at 10:30 AM.

The Families for Literacy Picnic will be held Friday, June 18, from 11:00 AM to 1:00 PM at the HeadStart facility.

PLLS Student and Tutor Support Group will meet on Monday, June 21 at 6:00 PM. Apprentice tutor trainer Nancy Coffee will present information on time management.

In lieu of its July meeting, the PLLS Student and Tutor Support Group will have a potluck picnic on Sunday, July 18 at Tri-City Park from 11:00 AM to 3:00 PM.

TO: Elizabeth Minter, Library Director
FROM: ^{BY} Gwen Joseph, Family Literacy Coordinator
DATE: June 9, 1993
SUBJECT: Family Literacy Project

Program Participation: The last day of English classes will be Thursday, June 10. At that time will have 31 active families in the program and will have provided services to a total of 66 families. (Services being defined as participation of at least one month in both the English classes and the parenting classes). Twenty-five of these families have signed up for the summer English classes being offered by the Placentia Yorba Linda School District this summer (see below). The student/tutor academic evaluations show consistent positive growth for all students. The "Family Activity Time" questionnaire indicates an improvement in awareness towards positive family time and reading together.

Program Tutors: The tutors have all reported positively about their experiences this year. Five of the nine tutors will continue to assist with the English classes this summer. One tutor is having a swimming party and barbecue for her four students at her home the end of June.

Family Activities: This month at the library Lusi Garcia, Estella Wnek, Esther Guzman, and Cheryl Hyman instructed the parents on the use of the computer system. Kay Schneider and Sylvia Macaluso ran a bilingual story time while the parents were in their computer groups. This was the last library visit this year for the Families program.

Kathy Prezaclosa from Placentia Linda Hospital conducted a meeting on immunizations, and "house proofing". Raul, from Orange County Health discussed drug and alcohol abuse the following week. Both meetings were excellent and they each provided literature in Spanish and English. Friday, June 11 Scholastic books is doing a "Clifford Reading Day". Karen, the manager at the Anaheim facility will be talking about the importance of reading together and her experiences growing up in a two language family. She will read the story, "Clifford, the Big Red Dog", and then Clifford himself will pay a visit. Clifford books, bookmarks, pencil tops, bookplates, and grow charts have all been donated for distribution to the families. Scholastic books have donated close to 1000 books to the Families program this year. They have been a major support system to the program.

Learning Celebration Program: Thursday, June 3 was the Families "Celebration of Learning" program. Fourteen students were honored for their outstanding work this year. Peggy Dinsmore presented the Outstanding Student awards, and Bob Tunstall, Assistant to Supervisor William Steiner, presented the Top Achievement Awards, and the Student of the Year Award. Each tutoring group participated in the program by reciting poetry, presenting plays, or talking about their families, all in English. Sal Adotta, Suad Amar, and Melanie Daniels all attended the celebration representing the library. Cake and punch were served following the presentations.

End of the Year Picnic: The end of the year picnic and T-Ball game have been rescheduled for Friday, June 18 from 11-1. This was done to avoid end of the year conflicts with public school activities and to allow more family members to participate. The public schools last day is Thursday, June 17. Bob Tunstall from Supervisor Steiner's office will be attending.

PLLS Families Program folders: Due to the Coordinator's personal leave, the PLLS folders are not yet available. They should be printed and available by June 18. Five books with activities will be available for use over the summer.

ESL Summer Classes: Ron Kozart, Director of Adult Education for the Placentia Yorba Linda Unified School District has organized several day and evening classes in English As A Second Language at Valencia High School, the Whitten Center and at HeadStart. A special class (10-12AM on Monday, Tuesday and Wednesday) has been established at HeadStart for Families participants. This class will offer English lessons but tie in to childrens books. The Families Coordinator will be working with the ESL teacher prior to the class to prepare material. Five of the Families tutors will be volunteering as helpers in this class. Childcare and transportation are being provided by the JTPA program and Healthy Start. Classes will run from July 1-August 11. If this format is successful then these classes could be continued through out the year. Should the Families grant be re-funded next year, complete Families services could be added. The Families program could actually expand services by tying in to all the district's literacy classes and providing Families programs to all who qualify. This would mean evening, weekend as well as daytime programs. With the school district providing all literacy services, all Families funding and resources could be focused on materials, programs, and community outreach.

All Placentia Library Families for Literacy programs for the 1992-93 year will end on June 18, 1993.

TO: Library Board of Trustees
FROM: Mary Byrne
DATE: June 15, 1993
SUBJECT: Publicity materials produced for May 1993

Information added this month to Channel 69, our Placentia Library cable station, includes the Summer Reading Program, the training seminars in July for new Literacy tutors, summer storyhours, and the Grandparents and Books Program.

Publicity materials attached are: Press release for new service hours; press release on the Descriptive Video Service (DVS); news articles on the Friends book sale, the budget cuts and new hours, Braille Institute's Talking Books available now at Placentia Library; seminar on living trusts held in our meeting room; Placentia Project TLC members; press release on Summer Reading Program; press release on Grandparents and Books; press release on Summer Story Hours; news article on rescheduling the Street Faire; press release for Literacy Tutor Workshop.

PRESS RELEASE

Placentia Library District
411 East Chapman Avenue
Placentia, Ca 92670

FOR MORE INFORMATION CALL:

Suad Ammar,
Principal Librarian
(714) 528-1906

FOR IMMEDIATE RELEASE

Due to recent budget cuts, the Placentia Library Board of Trustees has authorized the reduction of library service hours. Placentia Library announces its new hours of public service, as of June 1, 1993:

Monday - Wednesday	9:00 A.M. - 8:45 P.M.
Thursday	9:00 A.M. - 5:45 P.M.
Friday	CLOSED
Saturday	9:00 A.M. - 5:45 P.M.
Sunday	1:00 P.M. - 4:45 P.M.

For more information call (714) 528-1906.

#####

PRESS RELEASE

Placentia Library District
411 East Chapman Avenue
Placentia, California 92670

FOR MORE INFORMATION CALL: Suad Ammar,
Principal Librarian
(714) 528-1906

FOR IMMEDIATE RELEASE

Placentia Library District now offers Descriptive Video Service ("DVS") Home Videos to patrons who are blind or visually impaired.

DVS Home Video carefully describes the visual elements of a movie-the action, characters, locations, costumes and sets-without interfering with the movie's dialogue or sound effects so you get to follow the action!

To watch these movies and hear descriptions, you only need a regular VHS video cassette recorder (VCR) and a television. No special feature or device is needed.

Titles available include: *Ghost*, *Dick Tracy*, *Dumbo*, *Star Trek V*, *Honey, I Shrunk the Kids*, *Top Gun*, *Pretty Woman* and *True Grit*.

For more information call (714) 528-1906 or 1-800-736-3099.

#####

(Handwritten signature)

pacific clippings

post office box 11789
santa ana, calif. 92711

Placentia News **MAY 13 1993**
Weekly

**Friends of Library
schedule book sale**

332
The Friends of the Placentia Public Library will hold its semi-annual used book sale this weekend. Hours are 2 to 6 p.m. Friday, 10 a.m. to 4 p.m. Saturday, and 1 to 3 p.m. Sunday. Books will be sold at clearance prices Sunday. Proceeds go to library programs. The library is at 411 E. Chapman Ave., at Kraemer Boulevard.

pacific clippings

post office box 11789
santa ana, calif. 92711

Los Angeles Times
OC Edition **MAY 20 1993**
Daily

PLACENTIA 332

Placentia Library (411 E. Chapman Ave., Placentia, [714] 528-1906). Open 10 a.m. to 8:45 p.m. Monday through Thursday; 10 a.m. to 5:45 p.m. Friday and Saturday; 1 to 4:45 Sunday.

pacific clippings

post office box 11789
santa ana, calif. 92711

The Register
Daily **MAY 21 1993**

PLACENTIA 332

"It was a trip back to the turn of the century," Jeanne Scherr said of a charity concert at the historic Bradford House. Some of the 65 residents who attended said it rivaled parties thrown by Albert Sumner Bradford, who built the family home in 1902. The event raised about \$4,000 to buy a grand piano for the house. ... Things have changed a lot in Placentia since Jack Slota accepted an entry-level position with the city nearly 21 years ago. Population and city parkland have doubled. Now Slota, the assistant city administrator, is leaving to become administrator of Gridley, a city of about 5,000 people north of Sacramento. Slota starts his new job Monday.

pacific clippings

post office box 11789
santa ana, calif. 92711

The Register
Daily **MAY 27 1993**

PLACENTIA 332

Visually impaired readers who use the Braille Institute library in Anaheim to borrow Talking Books, cassette players and record players can check out and return the materials at the Placentia Public Library, 411 E. Chapman Ave. Use is restricted to those authorized by the Braille Institute, librarians, and medical and education professionals. Call (714) 528-1906.

pacific clippings

post office box 11789
santa ana, calif. 92711

The Register
Daily **MAY 24 1993**

PLACENTIA 332

The Placentia Library will close Fridays and three hours earlier Thursdays beginning June 1 to cut costs. "This is devastating that we can't provide the kind of service to Placentia that we have in the past," director Elizabeth Minter said. The reduction was triggered when the state reduced the library's share of local property taxes by 11 percent, about \$128,000. The historic Key Ranch home on Bastanchury Road may become a museum next fall. The county Department of Harbors, Beaches and Parks plans to open the seven-bedroom, 1898 house to the public. The house was built by George Benn Key, a Canadian pioneer who planted a 12-acre orange grove in 1893 and raised his five children there. It houses the 10,000-piece collection of his son, George Gilman Key, who collected farm implements, books, photos and other artifacts.

pacific clippings

post office box 11789
santa ana, calif. 92711

Los Angeles Times OC Edition
Daily **MAY 27 1993**

PLACENTIA 332

Placentia Library (411 E. Chapman Ave., Placentia, [714] 528-1906). Open 10 a.m. to 8:45 p.m. Monday through Thursday; 10 a.m. to 5:45 p.m. Friday and Saturday; 1 to 4:45 Sunday.

THURSDAY, MAY 27, 1993

CUTBACKS

Library to reduce its hours

Attempt to cut costs means doors to close early Thursday, won't open at all on Friday

By Joe Bel Bruno
North County News

The Placentia Library soon will close its doors on Fridays and close three hours earlier on Thursdays in a move to cut costs.

The move comes in response to the loss of property tax revenue to the state, which siphoned off 11 percent of the library's budget or \$128,000.

"This is devastating that we can't provide the kind of service to Placentia that we have in the past," Library Director Elizabeth Minter said.

"This should send a clear message that these cuts are hurting our community. This isn't just money, this affects the children," she said.

The library's new hours will be 9 a.m. to 8:45 p.m. Monday through Wednesday; 9 a.m. to 5:45 p.m. Thursday and Saturday and 9 a.m. to 4:45 Sunday. It will be closed Friday.

It was originally open later on Thursday and open on Friday.

In addition, the library could stand to lose 20 percent of its operating budget next year, Minter said.

The Placentia Library District's main source of funding is local property taxes. Unlike other libraries, Placentia's receives no other funds to augment its budget.

The state budget proposed for next year could shift an additional \$2.6 billion in local government revenue — mostly property tax — to the state.

If this occurs, Placentia would lose permanently an additional \$254,000 from its property tax allocation. In two years it

PLACENTIA

NEWS

TIMES

LIBRARY

FROM 1

would total \$381,000 or 34 percent of its operating budget.

The only way to spare the Library District of the cuts is if state lawmakers fight to preserve the property tax system. Legislators state Sen. John Lewis, R-Orange, have pledged to make sure such cuts are spread evenly.



Placentia Project TLC members, from left, Merlem Slater, Ellda McCormick, Nicolasa Aparecio, Frances Ramirez and Paul Ramirez, enjoy a musical break at the 116 N. Walnut St. center. With an average attendance of 40 to 50, the program depends on donations and federal funding, according to retiring Placentia director Kathleen Benson. Stan BIRD/North County News

Swept up in memories

Regulars at the TLC Center recall Big Flood of '38

By Barbara Glasone
North County News

Mention the year 1938, and the nostalgia flood-gates swing wide open over at the Placentia TLC (Transportation, Lunch, Counseling) Center.

"That was the year of the Big Flood," said Frances Ramirez, sparking a rash of memories among her tablemates.

Ramirez's account of early Placentia vs. the roaring Santa Ana River held the women spellbound as she detailed her plight on March 3 when a wall of water swept through the La Jolla and Atwood areas, destroying nearly everything.

Placentia historian Virginia Carpenter wrote 19 died in the county, five of them from La Jolla school. One body was carried one mile away when the water rose 5 feet in five minutes. And

Chester Whitten, principal of the school, saved many lives when he sheltered 400 in the school house until they were rescued.

"My father-in-law ran into our house and yelled for us to get out," recalled Ramirez, who had been married one week when the flood struck. "I grabbed my makeup, put some chickens under our shirts and ran for shelter.

Grabbing the attention of everyone within earshot, Ramirez said she and her husband were directed to the old Nixon School site in Yorba Linda where they were to spend the night.

"A woman came around and told us no boyfriends could sleep with girls," she said. "My husband was so embarrassed to admit we were married, he went out and slept in the car. Later, when they found out we were actually wed, they gave us a special room at the Placentia American Legion Hall.

Nicolasa Aparecio, born in Atwood, said her mother's house floated away to another street. "While dad built us a new home, eight of us lived in a tent."

Aparecio, the mother of 11, said

she was married only two years when the catastrophe struck.

Memories are often interspersed with current topics: grandchildren, the weather or the price of groceries.

At TLC, friends become family.

While director Kathleen Benson scurried around the room to prepare for the lunch delivery, folks caught up on community life. The program, open to men and women over 60, receives partial funding from the federal government. Visitors are asked to donate \$1.50 per lunch.

Pia Sulley, who arrived from New Jersey 12 years ago, said she would be all alone if it weren't for her TLC bingo buddies. Esperanza Barraza, who worked for the Placentia Mutual Orange Growers for 30 years, called TLC her retirement haven.

Painting classes, music and conversation drew Irene Lopez, who cooked up meals for the Placentia Unified School District for 14 years. And Juanita Lara, mother of 14, said she likes to sit and play "Rob A Neighbor," a fast-action dice game that keeps

A slice of motion picture history emerged at the south table when Joseph Peterson played out his projectionist career in talking vignettes.

Raised in Missouri, Peterson worked the Alamo Theater in Indiana where he met "in person" western star Ken Maynard. When he rustled up the energy to run westerns every day at the Kansas State Fair, he would run into his wild west favorites, including Johnny Mack Brown.

"Why, I've been the relief projectionist in 65 percent of Orange County's theaters," Peterson said.

Asked about his favorite flicks, he was quick to respond, "Gone with the Wind" and "Sound of Music."

Seated quietly at Peterson's right, Marjorie McMahan recalled working at a tool supply house in Los Angeles. "You come to TLC and you get to know everyone," she said. "It's just like one big family."

At the west table, Margarita Vargas interpreted for Rosa

TLC

FROM 12

Aguas of Ecuador and Nati Silva, who is ninetysomething.

Vargas' handiwork continually brightens the room. At Easter, she crocheted animals for 70 TLC Easter baskets, on Valentine's Day she passed out 40 crocheted roses and on Mother's Day, she baked a cake for her TLC friends.

Adding to Placentia's lore, she recounted keeping house for George Scott, an early Placentia

banker. "He hired me to care for his children. In 1937, we all went to Oregon, and he hired a man to take me out on a boat so I could fish."

Across the room, Ramirez and her friends continued to chat about Placentia's old days, "when everyone knew everyone."

"Sometimes a group of us would hop aboard the train in Fullerton with a 25-cent round-trip ticket and travel to Los Angeles to see Spanish movies.

"I often wish we still had some of the old houses, and the old depot," she added.

pacific clippings

post office box 11789
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Placentia News
Weekly

MAY 27 1993

Seminar on living trusts set for today

33 A free seminar, "Understanding Living Trusts," will be presented by Attorney James F. Roberts at 7:30 p.m. today at the Placentia Public Library, 411 E. Chapman.

A workbook will be provided on the subjects discussed, including probate, wills, power of attorney, privacy, how to hold title, and how to save taxes.

For reservations, call 1-800-244-4882.



Placentia Library District
411 East Chapman Avenue, Placentia, CA 92670

Hours of Public Service

Effective June 1, 1993

- Monday - Wednesday 9:00 A.M. - 8:45 P.M.
- Thursday 9:00 A.M. - 5:45 P.M.
- Friday CLOSED
- Saturday 9:00 A.M. - 5:45 P.M.
- Sunday 1:00 P.M. - 4:45 P.M.

Reduction in hours is a direct result of the shift of the District's property tax revenues by the State Budget to other State programs.

Further reductions in hours are expected in the Summer of 1993 with the adoption of next year's State Budget.

pacific clippings

post office box 11789
santa ana, calif. 92711

Placentia News
Weekly

MAY 27 1993

Library District helps the visually impaired

332 Placentia Library District is now offering Descriptive Video Service home videos to patrons who are blind or visually impaired.

The videos describes visual elements of a movie, the action, characters, locations, costumes and sets, without interfering with the movie's dialogue or sound effects.

A regular VHS videocassette recorder and a television, (with no special feature or device), is all that is needed.

For information, call 528-1906 or 1-800-636-3099.

PRESS RELEASE

Placentia Library District
411 East Chapman Avenue
Placentia, CA 92670

FOR MORE INFORMATION CALL: Kay Schneider (714) 528-1906

FOR IMMEDIATE RELEASE

Summer Fun at Placentia Library

Starting June 21st, the Placentia Library's summer reading program offers pre-schoolers through eighth graders opportunities to earn prizes by reading books throughout the summer. A certificate and special prize will be awarded to those students who complete 25 books in 5 weeks of reading. (The first 500 students who reach the 25-book goal, will receive a coupon for a free meal to The Whole Enchilada Restaurant).

In addition to books and prizes, there's music, magic, movies and more! Each Wednesday the Children's Department is presenting a "Top Hat and Tales" show. The lineup includes a magic show, origami storytelling and lessons, a musical puppet performance from the Orange County Performing Arts Center and some incredible crafts. June 23rd is the kick-off with "From Books to Broadway." These events are free but tickets are limited. Tickets will be available at the Library on the Thursday before each event.

Sponsors for the Summer Reading Program are:

Friends of the Placentia Library
The Whole Enchilada
Lasley Insurance Services

Prizes donated by:

In & Out Burger
Miller's Outpost
McDonald's
Del Taco
Music Plus
Marie Callendar
Subway

Carl's Jr.
IHOP
Little Professor Book Center
Baskin-Robbins
California School Book Fairs, Inc.
Cinemapolis
Togos

PRESS RELEASE

Placentia Library District
411 East Chapman Avenue
Placentia, CA 92670

FOR MORE INFORMATION CALL: Kay Schneider (714) 528-1906

FOR IMMEDIATE RELEASE
Grandparents and Books--

Children of all ages are welcome to come and listen to "grandparent" volunteers read their favorite stories every Monday from 10:30 - 12:00 noon.

PRESS RELEASE

Placentia Library District
411 East Chapman Avenue
Placentia, CA 92670

FOR MORE INFORMATION CALL: Kay Schneider (714) 528-1906

FOR IMMEDIATE RELEASE

Summer Story Hours--

Register now for "Under the Big Top" stories and activities for children ages 3 to 6. Starts June 21st. Children must be at least 3 years old to participate.

Mondays 1:00 - 1:45pm

or

Tuesdays 10:30 - 11:15am

pacific clippings

post office box 11789
santa ana, calif. 92711

Placentia News
Weekly

JUN 03 1993

AROUND TOWN

Library District helps the visually impaired

337
Placentia Library District is now offering Descriptive Video Service home videos to patrons who are blind or visually impaired.

The videos describes visual elements of a movie, the action, characters, locations, costumes and sets, without interfering with the movie's dialogue or sound effects.

A regular VHS videocassette recorder and a television, (with no special feature or device), is all that is needed.

Titles available include:
"Ghost," "Dick Tracy,"
"Dumbo," "Star Trek V," "Honey, I Shrunk the Kids," "Top Gun,"
"Pretty Woman" and "True Grit."

For information, call 528-1906 or 1-800-636-3099.

pacific clippings

post office box 11789
santa ana, calif. 92711

The Register

Daily JUN 08 1993

PLACENTIA 332

Saturday's storm proved too much to hold the Festival of Arts and Cultures Street Faire. Residents still showed up with umbrellas but were told the event will be rescheduled. City officials are busy rebooking artists such as Latin jazz musician Poncho Sanchez and looking for another date.

PRESS RELEASE

Placentia Library District
411 East Chapman Avenue
Placentia, CA 92670

FOR MORE INFORMATION CALL:

Melanie Daniels
(714) 524-8408

FOR IMMEDIATE RELEASE

Placentia Library Literacy Services (PLLS) currently has more than 40 adults waiting for a tutor to help them improve their basic literacy skills and gain a chance for a better life. You can help by enrolling in PLLS' July tutor training workshop and becoming certified as a volunteer literacy tutor.

The workshop will meet on Monday and Thursday evenings from 6:00 PM to 9:00 PM for three weeks starting July 12. The sessions will be held at the Placentia Library, and are free of charge to volunteers making a minimum commitment of six months to PLLS. Registration for people not volunteering with PLLS is \$30.

To enroll in a class or for more information about the program, call the Placentia Library Literacy Office at (714) 524-8408.

#####

TO: Library Board of Trustees

FROM: Sal Addotta, Assistant Library Director *Sma*
 Suad Ammar, Principal Librarian ~~SA~~

DATE: June 21, 1993

SUBJECT: Americans With Disabilities Act Compliance Report Update

BACKGROUND:

By May 28, 1993, the State Librarian was to have notified all LSCA Title II Public Library Construction Project applicants of his decision on their applications. Our application "was received prior to our May 3 filing deadline and meets all requirements," according to a letter received May 24. However, because some agencies who submitted satisfactory Notices of Intent did not file an application, the State Librarian has delayed his decisions, and invited supplemental applications. This will delay approval on all applications until August 13. See agenda item 20 for complete details.

RECOMMENDATION:

Receive and file.

ADA SELF-EVALUATION

Area Surveyed	Status	Proposed Action	Target Completion Date
Parking	accessible	none	N/A
Entrance	fully accessible	automatic doors installed Feb. 1991	completed
Entryway footing	tiles partially accessible	replace as part of remodeling project	FY93-94
Restrooms	legal, but largely in- accessible	redesign as part of remodeling project	FY93-94
Drinking fountains	marginally accessible; too high; activator stiff	redesign as part of remodeling project	FY93-94
Public telephones	legal and fully accessible	telephone booth added at lower ADA height	completed
Signage	procedures written for helping disabled	signs produced and posted	completed
Access to staff and collections	counters at Ref/Circ desks are too high for persons in wheelchairs;	clipboards provided with pens and pencils at Ref/Circ desks	completed
Access to staff and collections	same as above	<u>permanent solution</u> is to lower counters at Ref/Circ	FY93-94
Telephone access for deaf users	no access	install TDD equipment	FY93-94

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16

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Handwritten mark in the middle right area, possibly a circled symbol.

Handwritten mark in the bottom right corner, possibly a circled symbol.

	OUT OF TOWN CONFERENCES	OUT OF TOWN MEETINGS	LEGIS. MEETINGS	LOCAL MEETINGS	LOCAL TRAVEL	CONTINUING EDUCATION	FFL ACTIVITIES	TOTALS
TRUSTEES								
Dinsmore	1,291.47		45.00	246.42	25.00			1,607.89
Stark	136.00		20.00					156.00
Evans								0.00
Shkoler	136.00		45.00	25.00				206.00
West								0.00
TRUSTEE TOTAL	1,563.47	110.00	246.42	50.00	0.00	0.00	0.00	1,969.89
STAFF								
Minter	261.00		55.00	302.45	25.00	4.00		776.45
Addotta	1,101.55		75.00		36.24	129.00		1,341.79
Ammar					18.00	130.00		229.50
McClain								
Schneider						145.00		145.00
Conn					10.00			
Cushing						145.00		145.00
Daniels					6.00			
Walters					198.76			198.76
Dumitru					47.00			47.00
George					4.13			4.13
Garcia					8.00	240.00		248.00
Joseph			207.05		57.55			264.60
Shook					24.00	24.65		48.65
STAFF TOTAL	1,362.55	337.05	302.45	158.25	389.68	942.65	0.00	3,492.63
FFL							613.25	613.25
Literacy	354.00							354.00
LITERACY TOTAL	354.00	0.00	0.00	0.00	0.00	0.00	613.25	967.25

.....

06/04/93

Placentia Library District
Income Statement For Department 01
Period Spread Sheet
10 Period(s) Ending May 31, 1993

Page 1
Part 1 of 4 Parts

	Total	08/31/92
Income		
Cash Register-Audio Visual	0.00	0.00
Cash Register-Misc.	117.35	9.75
Cash Register-Fines	25,596.04	2,266.23
Cash Register-Damaged Items	61.36	0.00
Cash Register-Lost Items	189.89	3.50
Cash Register-Copy Cards	54.25	54.25
Cash Register-Fax/Laminator	0.00	0.00
Cash Register-Childrens	0.00	0.00
Cash Register-Publications	356.00	0.00
Cash Register-Reserves	1,429.76	175.20
Cash Register-Computer Rental	1,094.75	81.50
Typewriter Income	160.51	0.00
Telephone Income	797.58	53.78
Copy Machine Income	1,006.19	232.50
State Library Reimbursements	55,038.17	0.00
State Library Grants	37,528.00	0.00
State of California Foundation Fund	14,636.00	0.00
Other Grants	0.00	0.00
County Reimbursements	11,732.70	354.00
Interest Income	10.35	0.00
Miscellaneous Income	0.00	0.00
	-----	-----
Total Income	149,808.90	3,230.71
Cost of Sales		
	-----	-----
Gross Profit (Loss)	149,808.90	3,230.71
Expenses		
Transfers to County	115,800.51	4,214.70
Employee Insurance (030)	0.00	0.00
Household Expenses (100)	0.00	0.00
Maintenance-Equip (130)	0.00	0.00
Maintenance-Bldg (140)	40.00	0.00
Memberships (160)	156.49	0.00
Office Expense (180)	2,506.52	45.30
Postage (183)	2,433.17	179.60
Prof. & Spec. Services (190)	506.80	0.00
Special Departmental Expense (240)	854.54	0.00
Transportation & Travel (270)	3,048.73	656.15
Equipment (400)	0.00	0.00
Taxes and Fees (370)	598.00	0.00
	-----	-----
Total Expenses	125,944.76	5,095.75
	-----	-----
Operating Income (Loss)	23,864.14	(1,865.04)



Placentia Library District
Income Statement For Department 01
Period Spread Sheet
10 Period(s) Ending May 31, 1993

Part 2 of 4 Parts

09/30/92	10/31/92	11/30/92	12/31/92
0.00	0.00	0.00	0.00
3.35	10.50	3.50	0.00
2,050.23	2,115.02	2,040.19	2,148.10
0.00	0.00	0.00	0.00
51.90	(107.90)	(52.46)	0.00
0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00
169.30	156.65	129.63	87.20
159.50	96.50	194.50	12.00
0.00	22.23	80.75	0.00
0.00	180.76	0.00	78.72
285.04	93.22	0.00	53.50
17,558.20	0.00	0.00	0.00
0.00	0.00	12,500.00	0.00
0.00	0.00	0.00	14,636.00
0.00	0.00	0.00	0.00
3,458.91	1,250.71	648.22	1,867.27
0.00	0.00	10.35	0.00
0.00	0.00	0.00	0.00
-----	-----	-----	-----
23,736.43	3,817.69	15,554.68	18,882.79
-----	-----	-----	-----
23,736.43	3,817.69	15,554.68	18,882.79
22,116.90	2,637.42	0.00	17,037.30
0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00
36.24	0.00	0.00	0.00
203.77	44.63	387.97	57.26
282.10	138.57	363.20	124.09
55.00	50.00	0.00	0.00
(15.00)	0.00	9.20	61.19
333.00	105.00	50.00	0.00
0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00
-----	-----	-----	-----
23,012.01	2,975.62	810.37	17,279.84
-----	-----	-----	-----
724.42	842.07	14,744.31	1,602.95

06/04/93

Placentia Library District
Income Statement For Department 01
Period Spread Sheet
10 Period(s) Ending May 31, 1993

01/31/93	02/28/93	03/31/93	04/30/93
0.00	0.00	0.00	0.00
7.80	15.50	35.75	18.70
2,423.50	2,156.77	3,337.27	3,304.65
10.00	26.45	23.41	1.50
0.00	0.00	49.95	48.40
0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00
0.00	0.00	0.00	356.00
154.18	138.10	158.75	129.00
34.50	113.00	169.50	139.00
27.10	0.00	3.00	0.00
67.89	80.54	55.67	144.15
35.56	0.00	63.04	0.00
6,439.70	0.00	10,223.81	9,360.94
0.00	12,500.00	0.00	0.00
0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00
984.99	361.80	1,141.35	1,665.45
0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00
-----	-----	-----	-----
10,185.22	15,392.16	15,261.50	15,167.79
-----	-----	-----	-----
10,185.22	15,392.16	15,261.50	15,167.79
19,963.25	5,843.27	15,761.76	14,675.82
0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00
54.00	100.00	0.00	(33.75)
131.86	571.79	326.89	392.50
200.19	265.20	146.00	343.70
361.80	0.00	40.00	0.00
0.00	0.00	102.00	701.65
(165.00)	484.25	32.00	1,030.19
0.00	0.00	0.00	0.00
598.00	0.00	0.00	0.00
-----	-----	-----	-----
21,144.10	7,264.51	16,408.65	17,110.11
-----	-----	-----	-----
(10,958.88)	8,127.65	(1,147.15)	(1,942.32)



06/04/93

Placentia Library District
Income Statement For Department 01
Period Spread Sheet
10 Period(s) Ending May 31, 1993

Page 1
Part 4 of 4 Parts

05/31/93

0.00
12.50
3,754.08
0.00
196.50
0.00
0.00
0.00
0.00
131.75
94.75
27.43
136.07
243.33
11,455.52
12,528.00
0.00
0.00
0.00
0.00
0.00

28,579.93

28,579.93

13,550.09
0.00
0.00
0.00
40.00
0.00
344.55
390.52
0.00
(4.50)
523.14
0.00
0.00

14,843.80

13,736.13



PALOS VERDES LIBRARY DISTRICT
650 Deep Valley Drive • Rolling Hills Estates, CA 90274

FACSIMILE TRANSMITTAL SHEET

DATE OF TRANSMITTAL

June 21, 1993

TO:

Director

LOCATION:

Independent Special District
Libraries

FAX NUMBER:

NUMBER OF PAGES (including this page):

1

FROM:

Linda Elliott

FAX NUMBER:

541-6807

The accompanying FAX is today's message from CSDA. Hope this helps in determining how the budget plan will impact your district.

If all pages are not received, or if there is a problem with any portion of this facsimile, please contact Nancy Mahr, 310/544-3822.

ANALYSIS OF RETIREMENT INCENTIVE BENEFIT FOR SAL A
 July 1993 1995 1997
 18 yrs service 20 yrs service 22 yrs service

1	Sick Hrs. 6/30/93	1,642.90		
2	Sick Hrs. Eligible	800.00	800.00	800.00
3	% Regular	0.500	0.500	0.500
4	Cost Reg Sick	9,892.00	9,892.00	9,892.00
5	10% Sick Bonus	1,978.40	0.00	0.00
6	TOTAL SICK	11,870.40	9,892.00	9,892.00
7	Vac Hrs 7/31/93	196.16	240.00	240.00
8	TOTAL VAC	4,851.04	5,935.20	5,935.20
9	# Yrs Service	18.00	0.00	0.00
10	1 WK/YR BONUS	17,805.60	0.00	0.00
11	FY93 Salary	51,438.00	0.00	0.00
12	FY93 Pens Contr	3,600.66	0.00	0.00
13	5 x FY93 PENSION	18,003.30	0.00	0.00
14	Total Payout	52,530.34	15,827.20	15,827.20

Mathematical Induction

4.1

Principle of Mathematical Induction: Let $P(n)$ be a statement involving the natural number n . If $P(1)$ is true and $P(k) \Rightarrow P(k+1)$ for all $k \in \mathbb{N}$, then $P(n)$ is true for all $n \in \mathbb{N}$.

Principle of Strong Mathematical Induction: Let $P(n)$ be a statement involving the natural number n . If $P(1)$ is true and $P(k) \Rightarrow P(k+1)$ for all $k \in \mathbb{N}$, then $P(n)$ is true for all $n \in \mathbb{N}$.

Principle of Complete Mathematical Induction: Let $P(n)$ be a statement involving the natural number n . If $P(1)$ is true and $P(k) \Rightarrow P(k+1)$ for all $k \in \mathbb{N}$, then $P(n)$ is true for all $n \in \mathbb{N}$.

Principle of Transfinite Induction: Let $P(\alpha)$ be a statement involving the ordinal number α . If $P(0)$ is true and $P(\beta) \Rightarrow P(\beta+1)$ for all $\beta \in \mathbb{N}$, then $P(\alpha)$ is true for all $\alpha \in \mathbb{N}$.

Principle of Transfinite Strong Induction: Let $P(\alpha)$ be a statement involving the ordinal number α . If $P(0)$ is true and $P(\beta) \Rightarrow P(\beta+1)$ for all $\beta \in \mathbb{N}$, then $P(\alpha)$ is true for all $\alpha \in \mathbb{N}$.

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June 21, 1993

TO: ALL COOPERATIVE LIBRARY SYSTEMS FOR FORWARDING TO
MEMBER LIBRARIES AND CLA LEGISLATIVE CONTACTS

FROM: Mike Dillon, Lobbyist
California Library Association

RE: BUDGET

I. ASSEMBLY PASSES BUDGET

The first budget vote at midnight showed 31 yes votes and 41 no votes. Many lobbyists went home. However by the time of the third vote, around 5 a.m., Speaker Willie Brown was able to convince all democrats, with the exception of John Vasconcellos, to vote for the budget -- the 47 democrats together with 7 republicans cast the necessary 54 votes needed for passage. The Senate is scheduled to take up the budget today. The Assembly meets at 7 p.m. this evening to consider the budget trailer bills, including the local government tax shift bill.

II. BUDGET BAD FOR LIBRARIES

Friday afternoon the Budget Conference Committee was close to agreement on a \$1.3 billion property tax shift from local government to schools. Under the agreement special districts would lose \$225 million as follows: Non-enterprise districts such as libraries would lose 8-9% of their property taxes in the amount of \$112.5 million; "enterprise" districts such as water, sewer and transit districts would lose 50% of their property taxes which also was projected to generate \$112.5 million; counties would lose \$555 million, cities would lose \$355 million, and redevelopment agencies \$65 million.

Later in the day, Speaker Willie Brown entered the Conference Committee room and asked the conferees to meet at noon on Saturday as the Leadership meetings with the Governor were progressing favorably and pieces of the budget would be given to the conference committee.

The Speaker then was questioned in the hallway by reporters about the property tax shift. He reported that agreement was near on a \$2.6 billion shift which paralleled the Governor's proposal released a few days earlier. Under the proposal subsequently developed, special districts will lose \$244 million, which is estimated to be the remainder of the so-called "AB 8 Bailout" after property taxes from fire districts have been excluded. Specifically the \$244 million will be shifted to counties to offset their loss of \$2.2 billion. The counties loss of property taxes would also be offset by sales tax revenue and mandate relief. Cities will lose \$288 million and redevelopment agencies will lose \$65 million under the budget passed last night.

