

AGENDA

REGULAR MEETING

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

September 15, 1999

7:30 P.M.

Library Conference Room

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

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

1. Roll Call Administrative Assistant
2. Adoption of Agenda

Roll / Case
This is the opportunity for Board members to delete items from the Agenda, to continue items, to re-order items, and to make additions pursuant to Government Code Section 5-4954.2(b).

Presentation: Library Director
Recommendation: Adopt by Motion

3. Minutes of the August 18, 1999 Regular Meeting.

Gae / Kal.
Presentation: Library Director
Recommendation: Approve by Motion

elston - Savad

4. Oral Communications

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

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

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

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

5. Board President Report

CERT >

Seaside - Spring
Pat - No

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

6. Trustee Reports

Seaside - WC Board - modernizing attitude & structure

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

7:38
Dinner
arrived

7. Friends of Placentia Library Board of Directors Report.

Presentation:

Friends Representative

Jan Schwaetky
Barbara Hemmerling

CLAIMS (Items 8 - 11)

Rob/Gae

Presentation:

Library Director

Recommendation:

Approve by Motion

Items 7 - 10 may be considered together as one motion to "Approve the Claims, and Receive & File the General Fund Cash Flow Report." Items may be removed for individual consideration before the Claims are adopted. Items removed must then each have a separate motion.

8. Nonstandard Claims in excess of \$300. (Approve)

No Nonstandard Claims were processed during this report period.

9. Claims forwarded by the Library Director. (Approve)

Claims 3796, 3797, 3798, and 3799 for a total of \$13,282.83 forwarded by Library Director during this report period.

10. Current Claims and Payroll, (Approve)

Current Claims 3803, 3804, 3805 and 3806; and Payrolls 3800 for \$21,413.00, 3801 for \$21,413.00, and 3802 for \$21,413.00, for a combined total of Current Claims and Payroll of \$87,686.37.

11. FY1999-2000 Cash Flow Analysis through August 18, 1999 and recommendation that the Orange County Treasurer be instructed to transfer \$90,000 from Placentia Library District Fund 706 (Bond Redemption) to Fund 707 (General Fund). (Receive & File and Authorize transfer \$90,000 from Fund 706 (Bond Redemption) to Fund 707 (General Fund) to be reversed in May 2000)

FINANCIAL REPORTS (Items 12 - 17)

Presentation: Library Director
Recommendation: Approve by Motion

Dismiss/Post.

Items 12 - 17 may be considered together as one motion to approve the Financial Report. Items may be removed for individual consideration before the Financial Report is adopted. Items removed must then each have a separate motion.

12. Financial Reports for August 1999 (Receive & File)
13. Office General Ledger & Check Registers for August 1999 (Receive & File)
14. Acquisitions Report for August 1999 (Receive & File)
15. Overdue Collection Reports for August 1999 (Receive & File)
16. Debit Card System Reimbursement Report for August 1999 (Receive & File)
17. Gifts Report for August 1999 (Receive & File)

GENERAL CONSENT CALENDAR (Items 18 - 27a)

Presentation: Library Director
Recommendation: Approve by Motion

See/Scanned

Items 18 - 27a may be considered together as one motion to approve the General Consent Calendar. Items may be removed for individual consideration before the General Consent Calendar is adopted. Items removed must then each have a separate motion.

18. Building Maintenance Report for August 1999 (Receive & File)
19. Personnel Report for August 1999 (Receive, File, and Ratify Appointments)
20. Volunteer Report for August 1999 will be presented at the October Board Meeting (Receive & File)
21. Circulation Report for August 1999 (Receive & File)
22. Minutes of the Executive Committee of the Independent Special Districts of Orange County (ISDOC) of August 3, 1999 along with Notes from the June 3, 1999 Chapter Round Table (CSDA) (Receive & File)
23. Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority. (Receive & File)
24. Legislative information from California Special Districts Association (CSDA), and California Library Association (CLA) (Receive & File)
25. Status report on the Placentia History Room project with the City of Placentia. (Receive & File)

- 26. Orange County Investment Pool (OCIP) Bankruptcy update of August 29, 1999 from Patrick Shea, Attorney for OCIP (Receive & File)
- 27. Letter from First American Trust explaining changes in operations and management affecting the District's pension fund, Placentia Library MPPP Trustee 60-1076-00. The letter also contained the annual disclosure, pursuant to Section 1561.1 of the California Financial Code, of the fees and rates charged by First American Trust Company which is available for review in the Administrative Assistant's Office. (Receive & File)
- 27a. Report of Actions taken at the Library of California Board Meeting on August 12, 1999 (Receive & File)

CONTINUING BUSINESS

- 28. Review Library Revenue Issues and continue the discussion of the feasibility of Library Parcel Tax ballot issue

Presentation: Library Director
 Recommendation: Give direction for future action

- 29. Energy Conservation Project Financing Agreement and Authorization to Purchase Additional Lighting Fixtures

Presentation: Library Director and George McFarlin, JD
 Recommendations: Authorize the Library Board President the Certificate in support of the legal opinion provided to ABN AMRO, Inc.; and *Darius / Feb.*

Motion to read Resolution 99-5 by title only; and *Scudder / Darius*

Motion to adopt Resolution 99-5; and *Gae / Feb. (Scudder - No)*

Motion to read Resolution 99-6 by title only; and *Gae / Feb. parcel*

Motion to adopt Resolution 99-6; and *Feb / Peggy (Stark - No)*

Approve purchase of additional lighting fixtures as identified in Attachment D at a cost of \$2,658 plus tax and shipping *Feb / Darius*

- 30. Performance Review for Library Director

Peggy / Feb. 5% plus 135,000 income

Presentation: Library Board President
 Recommendation: Complete the evaluation process and set the salary for the Library Director

*No
Stark
McFarlin
Darius
Wesley*

- 31. Re-Scheduling Strategic Planning Worksessions

Presentation: Library Director
 Recommendation: Select dates for Strategic Planning Worksessions

*82,000
82,000
82,000
82,000
82,000*

NEW BUSINESS

32. Travel/training authorization for California Special Districts Association Annual Conference, the National Association of Fund Raising Executives Fund Raising Day, and the National Conference on Planned Giving Annual Conference

Presentation: Library Director

Recommendations: Authorize Library Director Minter to attend the California Special Districts Association (CSDA) Annual Conference in San Diego, September 22 and 23, 1999, at a cost not to exceed \$486.50 to be paid from Fund 707; and

Authorize Trustee Wood and Library Director Minter to attend the National Society of Fund Raising Executives (NSFRE) Fund Raising Day in Pasadena, September 28, 1999, at a cost not to exceed \$451.00 with the registration to be paid from the SLS Staff Development Account, and the parking and local transportation to be paid from Fund 707; and

Authorize Library Director Minter to attend the National Committee on Planned Giving Conference in Anaheim, October 13-16, 1999, at a cost not to exceed \$635.00 with the registration to be paid from the SLS Staff Development Account, and the parking and local transportation to be paid from Fund 707.

33. Furniture Upholstery Authorization, Furniture Purchase Authorization and Excess Property Declaration

Presentation: Library Director

Recommendations: That the Board declare the five (5) 3-seat couches as excess property, and the Library Director instructed to give them to a local charitable organization or to Goodwill Industries; and

That the Board declare the fourteen (14) Board Room chairs as excess property, and the Library Director instructed to give them to a local charitable organization or to Goodwill Industries as soon as replacement chairs are available; and

That the Board authorize the Library Director to seek bids on the re-upholstery of the items indicated in the Upholstered Furniture Survey of September 8, 1999, for work to begin in January 2000; and

That the Board authorize the Library Director to seek bids for the purchase of fifty (50) adjustable chairs for delivery in January 2000.

34. Heritage Day Parade

Presentation: Principal Librarian

Recommendation: Determine who will participate in the Parade

STAFF REPORTS (Items 35 - 41)

Items 35 – 41 may be considered together as one motion to approve the Staff Reports. Items may be removed for individual consideration before the General Consent Calendar is adopted. Items removed must then each have a separate motion.

- 35. Placentia Library Web Site Development Report for August 1999. (Ammar)
- 36. Program Committee Report for August 1999. (Ammar)
- 37. Children's Services Report for August 1999. (Smith)
- 38. Publicity Materials produced for August 1999 will be presented at the October Board Meeting. (Willauer)
- 39. Placentia Library Literacy Services Report for August 1999. (Matas)
- 40. Safety Committee Minutes for August 1999. (Matas)
- 41. Report on Y2K Preparations for August 1999. (Shook & Goodson)

ADJOURNMENT

- 42. Agenda Preparation for the ^{October}~~September~~ Regular Meeting which will be held on October 20, 1999.
- 43. Review of Action Items.

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

- 44. Adjourn

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

I, Wendy G. Goodson, Administrative Assistant for Placentia Library District, hereby certify that the Agenda for the September 15, 1999, Regular Meeting of the Library Board of Trustees of the Placentia Library District was posted on Thursday, September 9, 1999.



Placentia Library Board Calendar

September 1999 - August 2000

Sep 1999						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

Oct 1999						
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31						

Nov 1999						
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Dec 1999						
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Jan 2000						
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Feb 2000						
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27	28	29				

September

- 13 Friends Board Meeting, Dinsmore
- 15 Library Board Meeting
- 16 Chamber Mixer, FKC Yorba Linda
- Foundation Board Meeting
- 21 Chamber Mixer, Allstate Insurance, Java Centrale
- 22 CSDA Conference, San Diego
- 23 CSDA Conference, San Diego
- Placentia Chamber of Commerce Breakfast - Jim Fleming
- 24 CSDA Conference, San Diego
- Foundation Planned Giving Breakfast, Library Meeting Room
- 28 NSFRE Fund Raising Day - Pasadena

October

- 4 Friends Board Meeting, Shkoler
- 9 Heritage Parade
- 13 National Planned Giving Conference, Anaheim
- 14 National Planned Giving Conference, Anaheim
- 15 National Planned Giving Conference, Anaheim
- 16 National Planned Giving Conference, Anaheim

- 20 Library Board Meeting
- SDRMA Safety Seminar, Sacramento
- 28 Placentia Chamber of Commerce Breakfast - Supv. Coad

November

- 1 Friends Board Meeting, Stark
- 5 Foundation Donor Reception
- 17 Chamber Mixer, California Federal Bank

- Library Board Meeting
- 18 Foundation Board Meeting

December

- 3 Chamber of Commerce Citizen of the Year Breakfast
- 6 Friends Board Meeting, Masters
- Friends Board Meeting, Masters
- 8 Chamber Mixer, Placentia Linda Hospital
- 15 Library Board Meeting
- 23 Retirement Luncheon for Suad Ammar

Mar 2000						
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Apr 2000						
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May 2000						
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Jun 2000						
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Jul 2000						
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30	31					

Aug 2000						
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MINUTES
PLACENTIA LIBRARY DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
August 18, 1999

CALL TO ORDER The Regular Meeting of the Placentia Library District Board of Trustees was called to order on August 18, 1999 at 7:33 P. M. by President Al Shkoler.

ROLL CALL **Members Present:** President Al Shkoler; Secretary Robin Masters, Trustees Dinsmore and Gaeten Wood; and Library Director Elizabeth Minter.

Members Absent: Trustee Sandra Stark

Others Present: Principal Librarian Suad Ammar; Administrative Assistant Wendy Goodson.

ADOPTION OF AGENDA It was moved by Secretary Masters, seconded by Trustee Wood to adopt the Agenda as printed.

AYES: Dinsmore, Masters, Shkoler, Wood
NOES: None
ABSTAIN: None
ABSENT: Stark

MINUTES It was moved by Secretary Masters, seconded by Trustee Wood to approve the Minutes of the July 21, 1999 Regular Meeting as printed.

AYES: Dinsmore, Masters, Shkoler, Wood
NOES: None
ABSTAIN: None
ABSENT: Stark

ORAL COMMUNICATIONS No members of the public requested to address the Board at this time.

PRESIDENT'S REPORT President Shkoler reported that he received feedback from the Governor's office thanking the Library for its interest in the funding status.

TRUSTEE REPORTS Trustee Dinsmore announced her resignation from the California Association of Library Trustees and Commissioners (CALTAC). She also mentioned that CALTAC Board nominations will be accepted through September 10, 1999

CLAIMS

It was moved by Trustee Wood, seconded by Secretary Masters to approve Agenda Items 7 through 10:

Nonstandard Claims in the amount of \$0.00

Claims 3783, 3874, and 3785 forwarded by the Library Director in the amount of \$11,265.26.

Current Claims of \$58,677.32, and Payroll Claims 3786, 3787 in the amount of \$42,826.00 for a total of \$101,503.32.

FY1998-99 Cash Flow Analysis through August 18, 1999 and recommendation that the Orange County Treasurer be instructed to transfer \$90,000 from Placentia Library District Fund 706 (Bond Redemption) to Fund 707 (General Fund) to be reversed in May 2000.

AYES: Dinsmore, Masters, Shkoler, Wood

NOES: None

ABSTAIN: None

ABSENT: Stark

FINANCIAL REPORTS

It was moved by Secretary Masters, seconded by Trustee Wood to receive and file Agenda Items 11 through 16:

Financial Reports for July, 1999

Office General Ledger & Check Registers for July, 1999

Acquisitions Report for July, 1999

Overdue Collection Report for July, 1999

Debit Card System Reimbursement Report for July, 1999

Gifts Report for July, 1999

AYES: Dinsmore, Masters, Shkoler, Wood

NOES: None

ABSTAIN: None

ABSENT: Stark

GENERAL CONSENT CALENDAR

It was moved by Secretary Masters, seconded by Trustee Wood to receive and file Agenda Items 17-27:

Building Maintenance Report for July, 1999 (Receive & File)

Personnel Report for July, 1999 (Receive, File and Ratify Appointments)

Volunteer Report for July, 1999 (Receive & File)

Minutes of the Executive Committee of the Independent Special Districts of Orange County (ISDOC) of July 6, 1999 along with the Agenda and Minutes of the Little Hoover Commission Public Hearing on Special Districts held on June 24, 1999. (Receive & File)

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

Minutes of the Placentia Library District Ad Hoc Committee on Increasing Library Usage meeting of July 28, 1999 (Receive & File)

Ratification of the submission of a Youth Services Materials Grant Application for \$10,000 to the California State Library, and Notification from the California State Library of the award to Placentia Library District of an LSTA Youth Services Materials Grant in the amount of \$10,000 (Receive & File the Application, Ratify Submission of Application with Signature by the Children's

Librarian, and Ratify Acceptance of the Grant

Gates Library Initiative Grant Application for the California Literacy Campaign Matching Funds Grant for Fiscal Year 1998-99

Staff Appreciation Dinner Report for August 5, 1999

AYES: Dinsmore, Masters, Shkoler, Wood
NOES: None
ABSTAIN: None
ABSENT: Stark

**LIBRARY REVENUE
ISSUES AND
FEASIBILITY OF
LIBRARY PARCEL
TAX BALLOT ISSUE**

Library Director Minter met with Neal Gruber, Manager of the Orange County Auditor/Controller Tax Unit, on July 27, 1999 to discuss the property tax allocations and cash flow for Fiscal Year 1999-2000.

**PUBLIC HEARING &
ADOPTION OF 1999-
2000 FINES & FEES
POLICY/BUDGET**

It was moved by Secretary Masters, seconded by Trustee Dinsmore to Receive & File the Proofs of Publication for the notices of public hearings for the Proposed Fines and Fees Schedule for 1999-2000 Fiscal Year for the Placentia Library District, and the Proposed Budget for 1999-2000 Fiscal Year for the Placentia Library District that were published in the *Placentia News Times* on August 5, 1999.

AYES: Dinsmore, Masters, Shkoler, Wood
NOES: None
ABSTAIN: None
ABSENT: Stark

Public Hearing for 1999-2000 Proposed Fines and Fees Schedule for the Placentia Library District was opened at 7:47 P.M. and closed at 7:48 P.M. No comments were recorded.

It was moved by Trustee Wood, seconded by Secretary Masters to read Resolution 99-3, Proposed Fines and Fees Schedule for 1999-2000 fiscal Year for the Placentia Library District, by title only.

AYES: Dinsmore, Masters, Shkoler, Wood
NOES: None
ABSTAIN: None
ABSENT: Stark

It was moved by Secretary Masters, seconded by Trustee Wood to adopt Resolution 99-3, Fines and Fees Schedule for 1999-2000 Fiscal Year for the Placentia Library District.

AYES: Dinsmore, Masters, Shkoler, Wood
NOES: None
ABSTAIN: None
ABSENT: Stark

Public Hearing for 1999-2000 Budget for the Placentia Library District was opened at 7:50 P.M. and closed at 7:51 P.M. No comments were recorded.

It was moved by Trustee Dinsmore, seconded by Secretary Masters to read Resolution 99-4, Budget for Fiscal Year 1999-2000 for the Placentia Library District, by title only.

AYES: Dinsmore, Masters, Shkoler, Wood
NOES: None
ABSTAIN: None
ABSENT: Stark

It was moved by Secretary Masters, seconded by Trustee Wood to adopt Resolution 99-4, Budget for Fiscal Year 1999-2000 for the Placentia Library District.

AYES: Dinsmore, Masters, Shkoler, Wood
NOES: None
ABSTAIN: None
ABSENT: Stark

IEC PRESENTATION

Nancy Rorabaugh presented the cost analysis and final project costs for the proposed energy conservation measures.

It was moved by Trustee Wood, seconded by Secretary Masters to Receive & File the Proof of Publication for the notice of public hearing on the Proposed Energy Conservation Program for the Placentia Library District that was published in the *Placentia News Times* on August 12, 1999.

AYES: Dinsmore, Masters, Shkoler, Wood
NOES: None
ABSTAIN: None
ABSENT: Stark

Public Hearing on the Proposed Energy Conservation Program for the Placentia Library District was opened at 8:16 P.M. and closed at 8:17 P.M. No comments were recorded.

It was moved by Trustee Wood, seconded by Secretary Masters to approve the proposed contract with IEC, Inc. for Installation of energy conservation measures at Placentia Library District and authorize signature by the Library Board President; authorize the Library Director to negotiate a Lease-Purchase Agreement to Fund the IEC Conservation Program to be presented to the Library Board at its September Regular Meeting; and authorize Library Director to seek legal counsel to review Contract.

AYES: Dinsmore, Masters, Shkoler, Wood
NOES: None
ABSTAIN: None
ABSENT: Stark

STAFF SURVEY RESULTS

President Shkoler reported that the Employee Survey resulted in generally positive responses from employees. He has requested that the results of this survey be disseminated to all employees.

TECHNOLOGY PLAN FOR LIBRARY

It was moved by Secretary Masters, seconded by Trustee Dinsmore to adopt the Technology Plan for Placentia Library District for energy discounts, telephone incentives, and submission for the Gates Library Initiative in order to finalize the District's application.

AYES: Dinsmore, Masters, Shkoler, Wood
NOES: None
ABSTAIN: None
ABSENT: Stark

STAFF REPORTS

It was moved by Secretary Masters, seconded by Trustee Wood to

approve Agenda Items 33-39:

Placentia Library Web Site Development Report for July, 1999

Program Committee Report for July, 1999

Children's Services Report for July, 1999

Publicity Materials Produced in July, 1999

Placentia Library Literacy Services Report for July, 1999

Safety Committee Minutes for July, 1999

Report on Y2K Preparation for July, 1999

AYES: Dinsmore, Masters, Shkoler, Wood

NOES: None

ABSTAIN: None

ABSENT: Stark

CLOSED SESSION

It was moved Trustee Wood, seconded by Secretary Masters to approve a closed session pursuant to California Government Code Section 54957 to discuss the performance evaluation of the Library Director, a personnel matter.

AYES: Dinsmore, Masters, Shkoler, Wood

NOES: None

ABSTAIN: None

ABSENT: Stark

The Closed session began at 9:00 P.M. and ended at 9:30 P.M. No action was taken in the Closed session.

**AGENDA
PREPARATION**

Agenda Item to discuss Library Director's salary.

ADJOURNMENT

The Regular Meeting of the Board of Trustees of the Placentia Library District for Aug 18, 1999 adjourned at 9:30 P.M.

Robin J. Masters, Secretary

PLACENTIA LIBRARY DISTRICT
Summary of Nonstandard Claims
September 15, 1999

TYPE	REPORT NUMBER	AMOUNT
	TOTAL	0.00

Prepared by: Wendy Goodson

PLACENTIA LIBRARY DISTRICT
Summary of Claims Forwarded by the Library Director
September 15, 1999

DATE	REPORT NUMBER	AMOUNT
August 26, 1999	3796	9,814.88
August 26, 1999	3797	1,761.27
September 9, 1999	3798	1,333.65
September 9, 1999	3799	373.03
	TOTAL	\$13,282.83

Prepared by : Wendy Goodson

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

pd 8-31-99

DATE 08/26/99
REPORT NO 3796

Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92670

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
N03752 Pacific Bell Payment Center Van Nuys CA 91388-0001	8/7/99 253 0470		0700	02		131.67		
	8/4/99 524-8408		0700	08		34.40		
	8/7/99 253 2062		0700	02		2,151.26		
	TOTAL						2,317.33	
N03645A Blue Shield of California Cash Receiving - File 55331 Los Angeles, CA 90074-5331	Sep 99 VH1181		0300	00		2,873.92		
N19932 Ameritas Life Insurance Corp PO Box 81889 Lincoln NE 68501-1889	Sep 99 010-19000-05435		0300	00		462.50		
.00018A City of Anaheim Division of Collections PO Box 3222 Anaheim CA 92805	8/10/99 LIM002		1300	01		3,591.63		
N01833 Christensen Electric UNIT 75 PO Box 4800 Portland OR 97208-4800	8/11/99 137011		1400	00		285.00		
N03688 Orange County Register PO Box 11626 Santa Ana, CA 92711	8/13/99 0039993004		1800	00		38.69		
	8/6/99 0039993004		1800	00		59.21		
	8/6/99 0039993004		1800	00		136.73		
	TOTAL						234.63	
N03649C Staples Dept 31-0000073264 PO Box 30292 Salt Lake City UT 84130-0292	8/6/99 7972310000073264		1800	00		49.87		

The claims listed above (totaling \$9,814.88) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

[Signature]

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND OR COUNTERSIGNED BY

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

pd 8-31-99

DATE 08/26/99
REPORT NO 3797


Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92670

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/	Sub Objt/	Rept Cat	AMOUNT	A C's Use Only	
			BS Acct	Rev			Doc Number	SC
N03646 Vision Service Plan - CA PO Box 45210 San Francisco, CA 94145-5210	Sep 99 12 099603 0001		0300	00		196.13		
N05030I AT&T PO Box 78225 Phoenix AZ 85062-8225	8/16/99 528 8236		0700	00		39.92		
N03654 The Library Store PO Box 964 Tremont IL 61568	8/16/99 192105		1800	00		71.80		
N05608A Fedex PO Box 1140 Memphis TX 38101-1140	8/1/99 7-633-39885		1803	00		32.50		
N01856 Munson, Cronick & Associates 2501 East Chapman Ave Suite 220 Fullerton, CA 92831	7/31/99 2821		1900	00		645.00		
N03659F Southern California Water 500 Cameron Street Placentia, CA 92870	7/20/99 312083-9		2800	00		412.18		
N01074 Southern California Gas PO Box C Monterey Park CA 91756	8/20/99 053 911 8800 9		2800	00		19.06		
N00230B Fry's Electronics - Accts Receivable 600 E. Brokaw Rd San Jose, CA 95112-1016	8/12/99 3442195 8/12/99 3442853 8/17/99 3458262		1800	00		193.90		
			1800	00		75.37		
			4000	00		75.41		
			TOTAL			344.68		

The claims listed above (totaling \$1,761.27) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.



APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 09/09/99
REPORT NO 3798

Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92670

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
N06556 C N A Group Benefits 75 Remittance Drive Ste. 1641 Chicago IL 60675-1641	October 99 0000005182		0300	00		186.72		
N03752 Pacific Bell Payment Center Van Nuys CA 91388-0001	8/17/99 528-1906 8/17/99 528-8236 8/28/99 572-1609 8/19/99 885-4983		0700	00		90.47		
			0700	01		32.56		
			0700	02		24.51		
			0700	02		15.60		
	TOTAL					163.14		
N03653 Bear State 3548 Enterprise Dr. Anaheim CA 92807-1640	8/31/99 99-08-1204 8/24/99 99-08-1159		1400	00		117.42		
			1400	00		332.37		
	TOTAL					449.79		
N09163A Manwill Plumbing PO Box 1597 Brea CA 92822-1597	8/4/99 27522		1400	00		65.00		
N09112 General Binding Corp PO Box 71361 Chicago IL 60694-1361	8/23/99 11013017		1800	00		60.11		
GE Capital IT Solutions 7743 Collections Center Drive Chicago IL 60693	8/24/99 90519015		1800	00		294.89		
N06686C Office Depot Dept 56-6183976509 PO Box 30292 Salt Lake City UT 84130-0292	8/21/99 6011 5661 8397 6509		1800	00		114.00		

The claims listed above (totaling \$1,333.65) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 09/09/99
REPORT NO 3799

Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92670

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
N03738 Pitney Bowes P Box 85390 Louisville KY 40285-5390	9/16/99 457769		1800	00		96.17		
N03648A Specialy "T" Water Systems 11934 Washington Blvd Whittier CA 90606	9/1/99 25463		1800	00		25.00		
N06557 Care Resources 9550 Warner Ave Suite 228 Fountain Valley CA 92708	9/1/99 September 99		1900	00		35.00		
N03656 Pacific Clippings 3ox 11789 Santa Ana CA 92711	8/27/99 August 99		1900	00		34.71		
N06965 Paychex Inc 200 E Sandpointe Suite 100 PO Box 25159 Santa Ana, CA 92799-5159	8/26/99 19990826		1900	00		182.15		

The claims listed above (totaling \$373.03) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

PLACENTIA LIBRARY DISTRICT
Current Claims and Payroll
September 15, 1999

TYPE	REPORT NUMBER	AMOUNT
Regular	3803	18,774.34
	3804	3,305.83
	3805	1,164.20
	3806	203.00
Subtotal for Regular		23,447.37
Payroll	3800	21,413.00
	3801	21,413.00
	3802	21,413.00
Subtotal for Payroll		64,239.00
TOTAL CURRENT CLAIMS		87,686.37

Prepared by: Wendy Goodson

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 09/15/99
REPORT NO 3803

Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92670

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
N09110 Special Districts Workers Compensation Authority 1030 15th St Suite 300 Sacramento CA 95814	8/25/99 2nd Qtr Premium Oct 1,99-Dec 31,99		0350	00		918.00		
N15508 Cosmoslink 3030 Saturn Street Suite 204 Brea CA 92821	9/3/99 9908-106		0700	08		19.95		
N06779E 3M Customer Service Attn; Contract Administration PO bxo 33900 St Paul MN 55133-3900	8/17/99 QLF28573		1300	00		822.00		
N06903 Advanced Office Services 1430 Village Way Santa Ana, CA 92705	8/30/99 216574		1300	00		73.85		
Performance Technology Group PO Box 26001 Santa Ana, CA 92799-6001	8/30/99 9908024		1300	00		625.00		
N06785 Hector Vargas Cleaning Service 318 Capistrano Placentia, CA 92870	9/7/99 096833		1400	00		950.00		
N01035 City of Placentia 401 E. Chapman Ave Placentia, CA 92870	9/1/99 53243 9/1/99 53244 9/1/99 53245		1400	00		6300.00		
			1800	00		2283.00		
			1400	00		1790.86		
			2800	00		4991.68		
	TOTAL					15,365.54		

The claims listed above (totaling \$18,774.34) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 09/15/99
REPORT NO 3804

Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92670

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
N00230B Fry's Electronics 600 East Brokaw Road San Jose, CA 95112	8/19/99 3463147		1800	00		86.14		
N13034A Omnigrafix Printing 1744 W. Katella Ave Suite 9 Orange CA 92867	9/1/99 A33554 9/1/99 A33555		1800	00		192.87 108.83		
TOTAL						301.70		
N03738 CMRS-PB PO Box 504766 The Lakes, NV 88905-4766	Sept 99 32021628		1803	00		250.00		
N20388 First Data Investor Services P Box 860638 Orlando FL 32886-0638	8/26/99 39738		1900	00		1,480.00		
N19647 Unique Management Services 515 Michigan Ave Jeffersonville, IN 47130	8/31/99 3550		1900	00		196.99		
N03660 Elizabeth Minter c/o Placentia Library District 411 E. Chapman Ave. Placentia CA 92870	Aug-Sep Petty Cash Chkbnk Reimb		0300	00		155.00		
			1600	00		348.00		
			1803	00		39.61		
			1900	00		70.00		
			2700	00		275.00		
			2700	01		20.00		
TOTAL						907.61		
N03660 Elizabeth Minter 411 E. Chapman Ave. Placentia, CA 92870	Aug - Sep 99 Mileage Reimb		2700	01		83.39		

The claims listed above (totaling \$3,305.83) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 09/15/99
REPORT NO 3805

Placentia Library District
111 E. Chapman Ave.
Placentia, CA 92670

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
N20858 Wendy Goodson 411 E. Chapman Ave. Placentia, CA 92870	Aug-Sep 99 Mileage Reimb		2700	01		56.42		
	8/28/99		2400	02		16.11		
A&E Home Video Lock Box #5970 GPO New York NY 10087-5970	01402496 8/27/99 01400293		2400	02		16.11		
	TOTAL					32.22		
N03833 Brodart 500 Arch St Williamsport PA 17705	8/9/99 U881214 8/17/99 U893560 8/17/99 U893556 8/17/99 U893553 8/11/99 U886673 8/11/99 U886671 8/9/99 U881208 6/4/99 U762394		2400	01		24.90		
			2400	01		24.90		
			2400	01		25.87		
			2400	01		36.56		
			2400	01		14.58		
			2400	01		47.21		
			2400	01		42.64		
			2400	01		555.36		
	TOTAL					772.02		
N03842A Ingram PO Box 502779 St Louis MO 63150-2779	8/9/99 22061136 8/9/99 22061137 8/9/99 22059256 8/9/99 22059257 8/9/99 22059255		2400	01		18.20		
			2400	01		25.83		
			2400	01		16.30		
			2400	01		210.09		
			2400	01		33.12		
	TOTAL					303.54		

The claims listed above (totaling \$1,164.20) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 09/15/99
REPORT NO 3806

Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92670

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
N06902 News Readers Press PO Box 888 Syracuse NY 13210-0888	8/12/99		2400	08		150.00		
	139754							
	8/24/99		2400	08		53.00		
	138905-1					TOTAL 203.00		

The claims listed above (totaling \$203.00) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY _____

COUNTERSIGNED BY _____

ATTESTED AND/OR COUNTERSIGNED BY _____

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 09/15/99
REPORT NO 3800

Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92670

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
BANK OF AMERICA Placentia Branch 760 for the Placentia Library Account # 07605-80156 Route #12100358 PLEASE WIRE ON THURSDAY, OCTOBER 7, 1999	September 15, 1999 Pay period # 7 Sept 24, 1999 October 7, 1999		0100	00		19,890.00		
	FICA		0200	00		1,523.00		

The claims listed above (totaling \$21,413.00) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY _____

COUNTERSIGNED BY _____

ATTESTED AND/OR COUNTERSIGNED BY _____

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 09/15/99
REPORT NO 3801

Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92670

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
BANK OF AMERICA Placentia Branch 760 for the Placentia Library Account # 07605-80156 Route #12100358	September 15, 1999 Pay period # 8 October 8, 1999 October 21, 1999		0100	00		19,890.00		
	FICA		0200	00		1,523.00		
PLEASE WIRE ON THURSDAY, OCTOBER 21, 1999								

The claims listed above (totaling \$21,413.00) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY _____

COUNTERSIGNED BY _____

ATTESTED AND/OR COUNTERSIGNED BY _____

Page Total

21,413.00

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE 09/15/99
REPORT NO 3802

Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92670

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
BANK OF AMERICA Placentia Branch 760 for the Placentia Library Account # 07605-80156 Route #12100358	September 15, 1999 Pay period # 9 October 22, 1999 November 4, 1999		0100	00		19,890.00		
	FICA		0200	00		1,523.00		
PLEASE WIRE ON THURSDAY, NOVEMBER 4, 1999								

The claims listed above (totaling \$21,413.00) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY _____

COUNTERSIGNED BY _____

ATTESTED AND/OR COUNTERSIGNED BY _____

Page Total

21,413.00

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *EDM*
SUBJECT: Cash Flow Analysis
DATE: September 15, 1999

BACKGROUND:

General Fund

During the month of August, the District traditionally has a minimal revenue flow. This year it was only \$6,685. Last year it was less than \$3,000.

The District should receive at least \$50,000 in revenue during the month of September.

The Cash Flow Analysis for Fiscal Year 1999-2000 is Attachment A.

The Property Tax Apportionment Schedule for Fiscal Year 1999-2000 is Attachment B. The revenues anticipated before the next Library Board Meeting are highlighted in bold type.

In order to pay all of the Claims presented at this meeting, I am recommending that \$90,000 be transferred to Fund 707 (General Fund) with \$80,000 from Fund 702 (Maj. Equip/Structures), and \$10,000 from Fund 706 (Bond Redemption) to Fund 707. A small additional transfer may be needed in October to carry Fund 707 until the first property tax receipts are credited on November 30, 1999.

RECOMMENDATION:

1. Receive & File the Cash Flow Analysis for Fiscal Year 1999-2000 through August 18, 1999
2. Authorize transfer of \$80,000 from Fund 702 (Maj. Equip/Structures) and \$10,000 from Fund 706 (Bond Redemption) to Fund 707, to be reversed in May 2000



Placentia Library District
 FY 1999-2000 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
					164,804.90
07/01/99		Beginning Balance			
06/16/99	3762	General		19,320.51	145,484.39
06/16/99	3770	Payroll to wire Jul 1, 1999		21,380.00	124,104.39
06/16/99	3771	Payroll to wire Jul 15, 1999		21,380.00	102,724.39
06/16/99	3772	Payroll to wire Jul 29, 1999		21,380.00	81,344.39
06/24/99	3775	General by Library Director		1,537.98	79,806.41
07/01/99	3773	General by Library Director		4,674.50	75,131.91
07/01/99	3774	General by Library Director		1,742.82	73,389.09
07/06/99		Library Passport Revenue, June	2,846.55		76,235.64
07/06/99		State 321 Grant	1,988.16		78,223.80
07/06/99		Library Revenue, June	1,730.61		79,954.41
07/06/99		State Interlibrary Loan	875.00		80,829.41
07/09/99		Reverse Interest for 5/99	(1,752.84)	(42.97)	79,119.54
07/14/99		Calamity Apportionment	8.77		79,128.31
07/15/99		Secured Final FY98-99	8,812.21	22.03	87,918.49
07/15/99	3776	General by Library Director		903.29	87,015.20
07/15/99	3777	General by Library Director		1,571.86	85,443.34
07/19/99		Supplemental Final FY98-99	1,016.47		86,459.81
07/19/99		Reverse Interest for 6/99	(858.09)	(21.44)	85,623.16
07/21/99		Tecter Secured Current Delinquent	11,120.83	28.55	96,715.44
07/21/99		Supplemental Secured FY98-99	719.86		97,435.30
07/21/99	3778	Payroll to wire August 12, 1999		21,380.00	76,055.30
07/21/99	3779	Payroll to wire August 26, 1999		21,380.00	54,675.30
07/21/99	3780	General		2,012.70	52,662.60
07/21/99	3781	General		18,027.99	34,634.61
07/21/99	3782	General		1,336.99	33,297.62
07/22/99		Supplemental Prior Year Penalties	249.47		33,547.09
07/26/99		Library Passport Revenue, July	1,865.05		35,412.14
07/26/99		Library Revenue, July	1,228.39		36,640.53
07/27/99		Supplemental 1st	1.90		36,642.43
07/29/99	3783	General by Library Director		5,131.90	31,510.53
07/29/99	3784	General by Library Director		5,260.80	26,249.73
08/11/99		Library Passport Revenue, Jul	1,525.25		27,774.98
08/11/99		Library Revenue, Jul	703.39		28,478.37
08/12/99		Interest for 5/99	1,752.84	42.97	30,188.24
08/12/99	3785	General by Library Director		872.56	29,315.68
08/18/99	3786	Payroll to wire September 9, 1999		21,413.00	7,902.68
08/18/99	3787	Payroll to wire September 23, 1999		21,413.00	(13,510.32)
08/18/99	3788	General		35,900.00	(49,410.32)
08/18/99	3789	General		7,763.64	(57,173.96)
08/18/99	3790	General		3,040.44	(60,214.40)
08/18/99	3791	General		752.23	(60,966.63)
08/18/99	3792	General		2,467.17	(63,433.80)
08/18/99	3793	General		1,900.18	(65,333.98)
08/18/99	3794	General		1,380.03	(66,714.01)
08/18/99	3795	General		5,473.83	(72,187.84)
08/19/99		Supplemental 1st Actual	1,036.38		(71,151.46)
08/23/99		Library Revenue, Aug	838.05		(70,313.41)
08/23/99		Library Passport Revenue, Aug	829.00		(69,484.41)
08/26/99		Transfer from Fund 706	90,000.00		20,515.59
08/26/99	3796	General by Library Director		9,814.88	10,700.71
08/26/99	3797	General by Library Director		1,761.27	8,939.44
09/09/99	3798	General by Library Director		1,333.65	7,605.79
09/09/99	3799	General by Library Director		373.03	7,232.76

Placentia Library District
FY1999-2000 General Fund Cash Flow

Agenda Item 11
Attachment A
Page 2

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
09/15/99	3800	Payroll to wire October 7, 1999		21,413.00	(14,180.24)
09/15/99	3801	Payroll to wire October, 21, 1999		21,413.00	(35,593.24)
09/15/99	3802	Payroll to wire November 4, 1999		21,413.00	(57,006.24)
09/15/99	3803	General		18,774.34	(75,780.58)
09/15/99	3804	General		3,305.83	(79,086.41)
09/15/99	3805	General		1,164.20	(80,250.61)
09/15/99	3806	General		203.00	(80,453.61)

Placentia Library District
Property Tax Apportionments
Fiscal Year 1999-2000

Date	Category	Amount
7/16/99	Current secured final for FY99	1% - 3%
7/20/99	Supplemental, FY99 #12 Jun	
7/21/99	Prior Year Secured Taxes & Penalties, FY99 #12 Jun	
7/22/99	Delinquent Supplemental, FY99	
7/22/99	Secured Teeter Actual Final Delinquencies, FY99	2% - 4%
8/12/99	Prior Year Secured Taxes & Penalties #1 Jul	
8/20/99	Supplemental #1 Jul	
9/16/99	Prior Year Secured Taxes & Penalties #2 Aug	
9/21/99	Supplemental #2 Aug	
9/24/99	Unsecured collections at 8/31/99, #1	80% - 85%
10/14/99	Prior Year Secured Taxes & Penalties #3 Sep	
10/21/99	Supplemental #3 Sep	
11/12/99	Prior Year Secured Taxes & Penalties #4 Oct	
11/19/99	Supplemental #4 Oct	
11/30/99	Current secured #1	7% - 10%
12/10/99	Current secured #2	14% - 18%
12/10/99	Homeowners Property Tax Relief	15%
12/16/99	Prior Year Secured Taxes & Penalties #5 Nov	
12/17/99	Current secured #3	20% - 24%
12/21/99	Supplemental #5 Nov	
1/11/00	Homeowners Property Tax Relief	35%
1/13/00	Prior Year Secured Taxes & Penalties #6 Jan	
1/21/00	Supplemental #6 Dec	
1/21/00	Unsecured collections at 12/31/99, #2	5% - 10%
1/25/00	Current secured #4	3% - 6%
2/8/00	State-Assessed Public Utility, #1	49% - 50%
2/17/00	Prior Year Secured Taxes & Penalties #7 Feb	
2/18/00	Supplemental #7 Jan	
3/16/00	Prior Year Secured Taxes & Penalties #8 Mar	
3/21/00	Supplemental #8 Feb	
3/24/00	Current secured #5	5% - 7%
4/13/00	Prior Year Secured Taxes & Penalties #9 Apr	
4/21/00	Current secured #6	25% - 30%
4/21/00	Supplemental #9 Mar	
5/11/00	Homeowners Property Tax Relief	35%
5/11/00	Prior Year Secured Taxes & Penalties #10 Apr	
5/19/00	Current secured #7	3% - 5%
5/19/00	Supplemental #10 Apr	
5/24/00	State-Assessed Public Utility, #2	49% - 50%
6/9/00	Homeowners Property Tax Relief	15%
6/15/00	Prior Year Secured Taxes & Penalties #11 May	
6/21/00	Supplemental #11 May	
6/23/00	Prior Year Unsecured	
6/23/00	Unsecured collections at 5/31/00, Final	3% - 6%
7/21/00	Current secured final for FY00	1% - 3%
7/21/00	Prior Year Secured Taxes & Penalties, FY00 #12 Jun	
7/21/00	Supplemental, FY00 #12 Jun	
7/24/00	Secured Teeter Actual Final Delinquencies, FY00	2% - 4%
7/25/00	Delinquent Supplemental, FY00	



Fund Balance Report
Post-Pettitton Balances (B/S Account 8010 - Cash)
 September 15, 1999

	Fiscal Year 1998-1999						TOTAL	TOTAL
	Fund 702	Fund 703	Fund 706	Fund 707	Fund 708	TOTAL	EXCL GEN FUND	
	Maj Equip Struc	Auto Replac	Bond Redempt	General Fund	Sick Lv Payoff	ALL FUNDS		
30-Jun-99	84,141.81	3,163.80	116,479.67	164,804.90	7,601.61	376,191.79	211,386.89	
31-Jul-99	84,141.81	3,163.80	116,479.67	83,601.60	7,601.61	294,988.49	211,386.89	
31-Aug-99	84,377.12	3,177.11	26,647.68	58,725.33	7,633.59	180,560.83	121,835.50	
30-Sep-99						0.00	0.00	
31-Oct-99						0.00	0.00	
30-Nov-99						0.00	0.00	
31-Dec-99						0.00	0.00	
31-Jan-00						0.00	0.00	
29-Feb-00						0.00	0.00	
31-Mar-00						0.00	0.00	
30-Apr-00						0.00	0.00	
31-May-00						0.00	0.00	
30-Jun-00						0.00	0.00	
Petty Cash	0.00	0.00	0.00	10,000.00	0.00	10,000.00	0.00	
General Reserves	0.00	0.00	0.00	0.00	0.00	0.00	0.00	

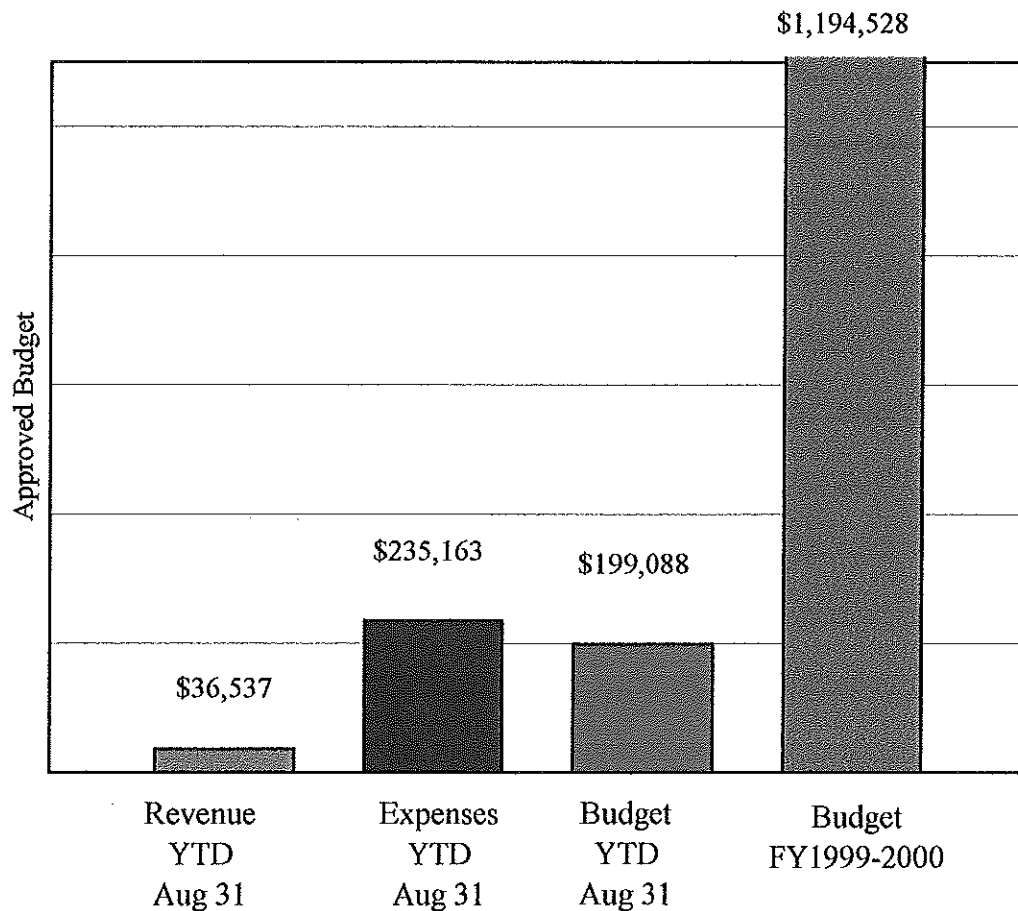
	Fiscal Year 1998-1999						TOTAL	TOTAL
	Fund 702	Fund 703	Fund 706	Fund 707	Fund 708	TOTAL	EXCL GEN FUND	
	Maj Equip Struc	Auto Replac	Bond Redempt	General Fund	Sick Lv Payoff	ALL FUNDS		
30-Jun-98	80,922.00	3,000.25	113,501.01	148,379.49	7,208.63	353,011.38	204,631.89	
31-Jul-98	80,922.00	3,000.25	113,501.01	85,097.19	7,208.63	289,729.08	204,631.89	
31-Aug-98	81,298.47	3,014.21	113,559.16	47,662.34	7,242.17	252,776.35	205,114.01	
30-Sep-98	46,669.15	3,027.95	113,940.28	31,823.69	7,275.19	202,736.26	170,912.57	
31-Oct-98	47,048.97	3,042.03	19,473.02	69,815.14	7,309.02	146,688.18	76,873.04	
30-Nov-98	47,429.54	3,056.14	20,005.39	105,523.50	7,342.92	183,357.49	77,833.99	
31-Dec-98	47,680.58	3,070.01	20,527.00	288,559.41	7,376.22	367,213.22	78,653.81	
31-Jan-99	48,104.49	3,097.37	21,025.34	329,877.61	7,441.97	409,546.78	79,669.17	
28-Feb-99	48,317.16	3,111.06	21,116.89	240,267.04	7,474.87	320,287.02	80,019.98	
31-Mar-99	48,532.03	3,124.89	21,210.67	276,464.48	7,508.11	356,840.18	80,375.70	
30-Apr-99	48,741.56	3,138.03	21,304.73	381,943.00	7,539.69	462,667.01	80,724.01	
31-May-99	83,944.83	3,151.12	116,393.57	232,977.87	7,571.13	444,038.52	211,060.65	
30-Jun-99	84,141.81	3,163.80	116,479.67	164,804.90	7,601.61	376,191.79	211,386.89	
Petty Cash	0.00	0.00	0.00	10,000.00	0.00	10,000.00	0.00	
General Reserves	0.00	0.00	0.00	0.00	0.00	0.00	0.00	



PLACENTIA LIBRARY DISTRICT

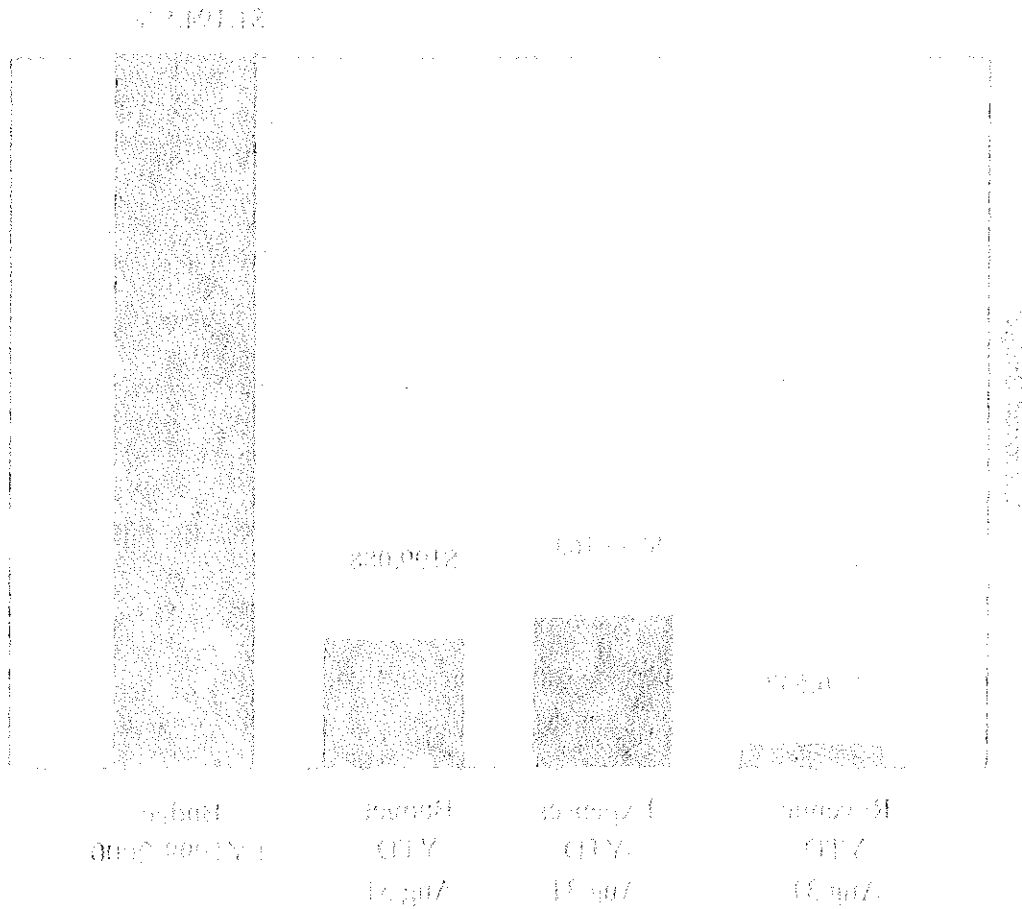
Fiscal Year 1999-2000

General Fund Cash Flow



PERFORMANCE ANALYSIS REPORT

Overall Score (out of 100)



PLACENTIA LIBRARY DISTRICT
REVENUE REPORT FOR FUND 707
(Prepared from the Orange County Auditor's Report)
September 15, 1999

OBJECT CODE	DESCRIPTION	FY1999-2000 BUDGETED	FY1999-2000 YTD	FY1998-1999 YTD	FY1999-2000 AUG 1999	FY1998-1999 AUG 1998	FY1999-2000 % REV BUD
6210-00	Prop. Taxes - current secured	817,940	0.00	0.00	0.00	0.00	0.00%
6210-01	Public Utility	24,000	0.00	0.00	0.00	0.00	0.00%
6210-04	Tecor Plan - current delinquent	0	0.00	0.00	0.00	0.00	0.00%
	TOTAL PROP. TAXES - CURRENT SECURED	841,940	0.00	0.00	0.00	0.00	0.00%
6220	PROP. TAXES - CURRENT UNSECURED	50,000	0.00	0.00	0.00	0.00	0.00%
6230-00	Prop. Taxes - Prior Secured	20,060	11,120.83	10,950.23	0.00	0.00	
6230-01	Prior year's secured final apportionment	0	8,812.21	8,714.72	0.00	0.00	
6230-02	Secured prior years	0	0.00	0.00	0.00	0.00	
6230-03	Tax deed land sales	0	0.00	0.00	0.00	0.00	
6230-04	Tecor Plan buyout - FY1993-1994 only	0	0.00	0.00	0.00	0.00	
6230-10	Release of impounds	0	0.00	0.00	0.00	0.00	
6230-11	(1994 ERAF Refund)	0	0.00	0.00	0.00	0.00	
	TOTAL PROP. TAXES - PRIOR SECURED	20,060	19,933.04	19,664.95	0.00	0.00	99.37%
6240	TOTAL PROP. TAXES PRIOR UNSECURED	1,100	0.00	0.00	0.00	0.00	0.00%
6250	TAXES - SPECIAL DISTRICT AUGMENTATION	40,000	0.00	0.00	0.00	0.00	
6260	PENALTIES & COSTS ON DELINQUENT TAXES	0	0.00	0.00	0.00	0.00	
6280-00	Property taxes current supplemental	24,500	1,038.28	1.08	1,036.38	0.00	4.24%
6280-01	Final supplemental for prior years	0	1,016.47	778.40	0.00	0.00	
	TOTAL PROP. TAXES SUPPLEMENTAL - CURREN	24,500	2,054.75	779.48	1,036.38	0.00	8.39%
6300	PROP. TAXES SUPPLEMENTAL - PRIOR	800	719.86	780.95	0.00	0.00	89.98%
6540	PENALTIES & COSTS ON DELINQUENT TAXES	300	249.47	270.35	0.00	0.00	
	TOTAL TAXES	978,700	22,957.12	21,495.73	1,036.38	0.00	2.35%

REVENUE REPORT FOR FUND 707
(Prepared from the Orange County Auditor's Report)
September 15, 1999

OBJECT CODE	DESCRIPTION	FY1999-2000 BUDGETED	FY1999-2000 YTD	FY1998-1999 YTD	FY1999-2000 AUG 1999	FY1998-1999 AUG 1998	FY1999-2000 % REV BUD
6610-00	Interest	12,800	(858.09)	(1,132.86)	1,752.84	1,587.13	-6.70%
6610-01	Interest - old bond fund	0	0.00	0.00	0.00	0.00	
6610-23	Interest on impounded taxes released	0	0.00	0.00	0.00	0.00	
	TOTAL INTEREST	12,800	(858.09)	(1,132.86)	1,752.84	1,587.13	-6.70%
6690	STATE - HOMEOWNER PROP TAX RELIEF	15,580	0.00	0.00	0.00	0.00	0.00%
6970-00	State - ILL & Direct Loan Reimbursement	8,000	875.00	0.00	0.00	0.00	10.94%
6970-01	State - CA Foundation Funds	88,450	8.77	0.00	0.00	0.00	0.01%
6970-02	State - CA Literacy Campaign	8,800	0.00	0.00	0.00	0.00	0.00%
6970-03	State - Family Literacy	0	0.00	0.00	0.00	0.00	
6970-04	State - Dept of Education 321 Grant	0	1,988.16	0.00	0.00	0.00	
6970-05	State - Project Grants	0	0.00	0.00	0.00	0.00	
6970-07	State - Timber Yield Apport	0	0.00	0.00	0.00	0.00	
	TOTAL STATE - OTHER GOVERNMENTAL	105,250	2,871.93	0.00	0.00	0.00	2.73%
7130-00	BANKRUPTCY RECOVERY DISTRIBUTIONS	0	0.00	0.00	0.00	0.00	
7670-00	Local Revenue	37,198	4,500.44	2,379.22	1,541.44	1,345.26	12.10%
7670-01	Local Revenue -- Passport	45,000	7,055.85	0.00	2,354.25	0.00	15.70%
	TOTAL LOCAL REVENUE	82,198	11,566.29	2,379.22	3,895.69	1,345.26	0.28
7680	6-MONTH EXPIRED (OUTLAWED) CHECKS	0	0.00	3.46	0.00	0.00	
7810	TRANSFER FROM/TO OTHER LIBRARY FUNDS	0	0.00	0.00	0.00	0.00	
	FUND 707 TOTAL	1,194,528	36,537.25	22,745.55	6,684.91	2,932.39	0.26

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
September 15, 1999

OBJECT CODE	DESCRIPTION	FY1999-2000 BUDGETED	FY1999-2000 YTD	FY1998-1999 YTD	FY1999-2000 AUG 1999	FY1998-1999 AUG 1998	FY1999-2000 % EXP BUD
0100	Salaries & Wages	537,045	99,305.00	94,400.00	39,722.00	37,760.00	18.49%
0200	Retirement (Social Security & Pension Contribution)	75,695	7,595.00	7,225.00	3,038.00	2,890.00	10.03%
	Health Insurance/Blue Shield CA	32,880	7,057.64	1,499.53	4,944.44	(289.88)	21.46%
	Long Term Disability/CNA	2,690	361.00	171.25	186.72	0.00	13.42%
	Vision Service Plan/VSP	2,225	588.39	256.98	392.26	169.18	26.45%
	Dental/Ameritas	5,205	1,387.50	817.89	925.00	436.00	26.66%
0300	Total Employee Insurance	43,000	9,394.53	2,745.65	6,448.42	315.30	21.85%
0310	Unemployment Insurance	0	0.00	0.00	0.00	0.00	
0350	Workers Compensation - General	5,400	0.00	0.00	0.00	0.00	0.00%
	TOTAL SALARIES & EMPLOYEE BENEFITS	661,140	116,294.53	104,370.65	49,208.42	40,965.30	17.59%
0700-00	Communications - Telephone	2,600	305.41	259.24	132.61	0.00	11.75%
0700-01	Communications - Modem/Fax	4,400	344.85	526.70	49.60	156.84	7.84%
0700-02	Communications - Internet/Database	5,000	3,291.75	3,091.85	2,532.88	19.95	65.84%
0700-05	Communications - Cataloging & Acquisitions Vendor	5,160	431.00	847.64	215.50	423.82	8.35%
0700-07	Communications - 321 Grant	0	0.00	38.98	0.00	19.95	
0700-08	Communications - Adult Literacy	800	183.22	59.74	54.35	0.00	22.90%
	Total Communications	17,960	4,556.23	2,042.15	3,004.94	620.56	25.37%
0900-00	Food - General Fund	50	0.00	0.00	0.00	0.00	
0900-07	Food - 321 Grant	50	0.00	0.00	0.00	0.00	
0900-08	Food - Adult Literacy	50	0.00	0.00	0.00	0.00	
090-009	Food - LSCA Grant	0	0.00	0.00	0.00	0.00	
	Total Food	150	0.00	0.00	0.00	0.00	0.00%
1000-00	Household Expense	3,750	1,040.10	1,241.23	1,040.10	0.00	27.74%
1100-00	Insurance - Liability	7,000	6,820.51	4,996.38	0.00	0.00	97.44%

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
September 15, 1999

OBJECT CODE	DESCRIPTION	FY1999-2000 BUDGETED	FY1999-2000 YTD	FY1998-1999 YTD	FY1999-2000 AUG 1999	FY1998-1999 AUG 1998	FY1999-2000 % EXP BUD
1300-00	Maintenance of Equipment - General Fund (Other than Computer)	3,000	21.73	828.51	464.12	828.51	0.72%
1300-01	Maintenance of Equipment - General Fund (Computer)	12,000	3,591.63	0.00	3,591.63	0.00	29.93%
1300-07	Maintenance of Equipment - 321 Grant	0	0.00	0.00	0.00	0.00	
1300-08	Maintenance of Equipment - Adult Literacy	0	0.00	0.00	0.00	0.00	
1300-09	Maintenance of Equipment - LSCA Grant	0	0.00	0.00	0.00	0.00	
	Total Maintenance of Equipment	15,000	3,613.36	828.51	4,055.75	828.51	24.09%
	HVAC	5,500	950.34	0.00	244.42	0.00	17.28%
	Carpet Cleaning	500	0.00	0.00	0.00	0.00	0.00%
	Groundskeeping, City of Placentia	28,000	5,452.49	3,382.24	978.97	1,688.88	19.47%
	Plumbing	1,200	208.10	0.00	0.00	0.00	17.34%
	Electrical	4,500	937.29	855.00	570.00	570.00	20.83%
	Cleaning Service	11,700	1,900.00	1,900.00	950.00	950.00	16.24%
	Locksmith	200	0.00	0.00	0.00	0.00	0.00%
	Other (Includes Fire Alarm & Seismic Retrofit Project)	11,000	49.50	0.00	0.00	0.00	0.45%
1400-00	Total Maintenance of Building & Grounds	62,600	9,497.72	6,137.24	2,743.39	3,208.88	15.17%
1600-00	Memberships - General Fund	2,750	247.00	0.00	0.00	0.00	8.98%
1600-07	Memberships - 321 Grant	0	0.00	0.00	0.00	0.00	
1600-08	Memberships - Adult Literacy	475	0.00	95.00	0.00	0.00	
1600-09	Memberships - LSCA Grant	0	0.00	0.00	0.00	0.00	
	Total Memberships	3,225	247.00	95.00	0.00	0.00	7.66%
1700-00	Miscellaneous Expense - General Fund	0	0.00	0.00	0.00	0.00	
1700-07	Miscellaneous Expense - 321 Grant	0	0.00	0.00	0.00	0.00	
1700-08	Miscellaneous Expense - Adult Literacy	0	0.00	0.00	0.00	0.00	
1700-09	Miscellaneous Expense - LSCA Grant	0	0.00	0.00	0.00	0.00	
	Total Miscellaneous Expense	0	0.00	0.00	0.00	0.00	

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071

(Prepared from the Orange County Auditor's Report)
September 15, 1999

OBJECT CODE	DESCRIPTION	FY1999-2000 BUDGETED	FY1999-2000 YTD	FY1998-1999 YTD	FY1999-2000 AUG 1999	FY1998-1999 AUG 1998	FY1999-2000 % EXP	2000 BUD
1800-00	Library Supplies	7,000	2,447.55	228.94	825.22	39.40	34.97%	
	Printing	9,300	376.04	170.38	256.02	101.28	4.04%	
	EZ Copy - copy cards for sale to patrons	0	0.00	0.00	0.00	0.00		
	Publications	1,000	0.00	168.00	0.00	168.00	0.00%	
	Paper	1,200	304.52	0.00	160.54	0.00	25.38%	
	Drinking Water Service	300	25.00	49.90	25.00	24.95	8.33%	
	Other Office Supplies	4,000	3,083.07	1,113.27	1,444.36	159.08	77.08%	
	Total Office Supply Expense - General Fund	22,800	6,236.18	1,750.49	2,711.14	492.71	27.55%	
1800-07	Literacy Dept Educ 321 Grant Supply Expense	0	0.00	0.00	0.00	0.00		
	Printing	2,625	703.23	0.00	0.00	0.00		
	Publications	0	0.00	0.00	0.00	0.00		
	Paper	50	0.00	0.00	0.00	0.00		
	Other Office Supplies	550	0.00	404.31	0.00	16.09		
	Total Adult Literacy Office Supply Expense	3,225	703.23	404.31	0.00	16.09	21.81%	
1800-09	LSCA Grant Supply Expense	0	0.00	0.00	0.00	0.00		
	Total Office Expense	26,025	6,939.41	2,134.80	2,711.14	508.80	26.66%	
1803-00	Postage Expense - General Fund	4,700	946.05	171.65	452.31	171.65	20.13%	
1803-04	Postage Expense - LSCA II Grant	0	0.00	0.00	0.00	0.00		
1803-08	Postage Expense - Adult Literacy	100	0.00	0.00	0.00	0.00	0.00%	
1803-09	Postage Expense - LSCA Grant	0	0.00	0.00	0.00	0.00		
	Total Postage Expense	4,800	946.05	171.65	452.31	171.65	19.71%	

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

September 15, 1999

OBJECT CODE	DESCRIPTION	FY1999-2000 BUDGETED	FY1999-2000 YTD	FY1998-1999 YTD	FY1999-2000 AUG 1999	FY1998-1999 AUG 1998	FY1999-2000 % EXP BUD
	Care Resources (Employee Assistance)	420	70.00	0.00	35.00	0.00	16.67%
	Pension Contribution & Operating Expenses	7,500	1,391.95	0.00	0.00	0.00	18.56%
	Anahcim Consortium Automated Library System	40,000	0.00	0.00	0.00	0.00	0.00%
	Anahcim Consortium Computer Technical & Consulting Services	4,000	0.00	0.00	0.00	0.00	0.00%
	Clipping Service	420	34.71	34.71	34.71	34.71	8.26%
	Interest Allocation & Tax Collection Charges	350	29.14	21.00	42.97	42.12	8.33%
	Advertising (Including WEB Site)	4,000	0.00	0.00	0.00	0.00	0.00%
	Medical Exams	500	0.00	52.50	0.00	0.00	0.00%
	Collection Services - Accounts Receivable	2,400	205.52	68.94	64.37	68.94	8.56%
	Audit & Accounting Services	4,500	1,290.00	0.00	645.00	0.00	28.67%
	Payroll Preparation	2,500	393.57	351.50	217.52	173.70	15.74%
	Election Expenses	0	0.00	0.00	0.00	0.00	
	Staff Training in Library	0	0.00	0.00	0.00	0.00	
	Other (Includes Contract Storyteller)	5,000	0.00	429.42	0.00	360.00	0.00%
1900-00	Total Specialized Services - General Fund	71,590	3,414.89	958.07	1,039.57	679.47	4.77%
1900-01	Specialized Services - LSCA II Grant	0	0.00	0.00	0.00	0.00	
1900-07	Specialized Services - 321 Grant	0	0.00	0.00	0.00	0.00	
1900-08	Specialized Services - Adult Literacy	1,000	0.00	0.00	0.00	0.00	0.00%
1900-09	Specialized Services - LSCA Grant	0	0.00	0.00	0.00	0.00	
1900-18	Tax Collection Services & Fees by Orange County	2,400	0.00	0.00	0.00	0.00	0.00%
	Total Specialized Services	74,990	3,414.89	958.07	1,039.57	679.47	4.55%
2000-00	Legal Notices - General Fund	500	0.00	0.00	0.00	0.00	0.00%
2000-01	Legal Notices - LSCA II Grant	0	0.00	0.00	0.00	0.00	
	Total Legal Notices	500	0.00	0.00	0.00	0.00	0.00%
2100-00	Rents/Leases-Equipment	0	0.00	0.00	0.00	0.00	

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

September 15, 1999

OBJECT CODE	DESCRIPTION	FY1999-2000 BUDGETED	FY1999-2000 YTD	FY1998-1999 YTD	FY1999-2000 AUG 1999	FY1998-1999 AUG 1998	FY1999-2000 % EXP BUD
2200-00	Semi-Annual Bond Payment	74,175	35,900.00	0.00	35,900.00	0.00	48.40%
2300-00	Small Tools/Instruments	0	0.00	0.00	0.00	0.00	
2400-00	Special Department Expense - Miscellaneous	0	0.00	0.00	0.00	0.00	
2400-01	Special Department Expense- Books	133,450	7,338.35	510.32	6,853.67	145.50	5.50%
2400-02	Special Department Expense - Video	0	62.85	0.00	62.85	0.00	#DIV/0!
2400-03	Special Department Expense - Electronic	0	4,543.00	0.00	4,543.00	0.00	#DIV/0!
2400-04	Special Department Expense - Periodicals	0	19,605.27	3,937.59	188.18	133.35	#DIV/0!
2400-05	Special Department Expense - Audio	0	110.24	26.00	110.24	26.00	#DIV/0!
2400-07	Special Department Expense - 321 Grant	0	0.00	0.00	0.00	0.00	#DIV/0!
2400-08	Special Department Expense - Adult Literacy	1,500	0.00	1,231.93	0.00	0.00	0.00%
2400-09	Special Department Expense - Family Literacy	0	0.00	0.00	0.00	0.00	#DIV/0!
	Total Special Department Expense	134,950	31,659.71	5,705.84	11,757.94	304.85	23.46%
2600-00	Transportation/Travel - General	0	0.00	0.00	0.00	0.00	
2700-00	Transportation/Travel - Meetings, Staff Out of Town	1,500	0.00	0.00	0.00	0.00	0.00%
2700-01	Transportation/Travel - Meetings, Staff Local	2,000	275.70	75.79	115.73	13.38	13.79%
2700-02	Transportation/Travel - Meetings, Board Out of Town	1,000	0.00	0.00	0.00	0.00	0.00%
2700-03	Transportation/Travel - Meetings, Board Local	600	56.00	10.00	0.00	10.00	9.33%
2700-04	Transportation/Travel - Meetings, LSCA II Grant	0	0.00	0.00	0.00	0.00	
2700-07	Transportation/Travel - Meetings, 321 Grant	0	0.00	37.50	0.00	37.50	
2700-08	Transportation/Travel - Meetings - Adult Literacy	1,000	13.64	0.00	13.64	0.00	1.36%
2700-09	Transportation/Travel - Meetings - LSCA Grant	0	0.00	0.00	0.00	0.00	
	Total Transportation/Travel - Meetings	6,100	345.34	123.29	129.37	60.88	5.66%

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
September 15, 1999

OBJECT CODE	DESCRIPTION	FY1999-2000 BUDGETED	FY1999-2000 YTD	FY1998-1999 YTD	FY1999-2000 AUG 1999	FY1998-1999 AUG 1998	FY1999-2000 % EXP BUD
	Electricity	43,000	7,850.09	7,209.58	4,547.44	4,161.55	18.26%
	Gas	6,500	427.42	987.11	38.20	0.00	6.58%
	Water	3,000	1,057.97	252.59	778.20	0.00	35.27%
2800-00	Total Utilities	52,500	9,335.48	8,449.28	5,363.84	4,161.55	17.78%
	TOTAL SUPPLIES & SERVICES	483,725	114,315.80	32,883.44	68,198.35	10,545.15	23.63%
3700-00	Taxes, Assessments (Sales Tax)	1,100	0.00	0.00	0.00	0.00	0.00%
4000-00	Equipment - General Fund	32,865	4,553.01	0.00	4,154.41	0.00	13.85%
4000-07	Equipment - 321 Grant	0	0.00	0.00	0.00	0.00	
4000-08	Equipment - Adult Literacy	1,000	0.00	0.00	0.00	0.00	0.00%
4000-09	Equipment - Gates Foundation Grant	14,698	0.00	0.00	0.00	0.00	0.00%
4000-11	Equipment - County Assigned Fund	0	0.00	0.00	0.00	0.00	
	Total Equipment	48,563	4,553.01	0.00	4,154.41	0.00	9.38%
4200-00	Structures/Improvements	0	0.00	0.00	0.00	0.00	
	TOTAL EQUIPMENT EXPENSE	48,563	4,553.01	0.00	4,154.41	0.00	9.38%
4807	OPERATING TRANSFER TO ANOTHER DISTRICT FUND	0	0.00	0.00	0.00	0.00	
5600	INVESTMENT POOL LOSS	0	0.00	0.00	0.00	0.00	
	TOTAL EXPENSES	1,194,528	235,163.34	137,254.09	121,561.18	51,510.45	19.69%

09/08/99

Placentia Library District
Balance Sheet
As of August 31, 1999

	<u>Aug 31, '99</u>
ASSETS	
Current Assets	
Checking/Savings	
County Exempt - Checking	1,794.19
County Exempt - Savings	2,517.61
General Fund - Checking	8,080.36
General Fund - Savings	4,825.55
Literacy Fund - Savings	7,087.43
Payroll Checking	24,116.90
Payroll Checking (CDs)	
174445017	5,000.00
174445018	5,000.00
174445019	5,000.00
174445020	5,000.00
174445021	2,500.00
174445022	2,500.00
174445055	2,500.00
174448482	2,500.00
174448483	2,500.00
Total Payroll Checking (CDs)	<u>32,500.00</u>
Payroll Savings (Fees)	2,334.90
Payroll Savings (Int CDs)	2,705.40
Total Checking/Savings	<u>85,962.34</u>
Total Current Assets	<u>85,962.34</u>
TOTAL ASSETS	<u>85,962.34</u>
LIABILITIES & EQUITY	
Equity	
Retained Earnings	12,038.73
Net Income	6,663.19
Total Capital	<u>67,260.42</u>
Total Equity	<u>85,962.34</u>
TOTAL LIABILITIES & EQUITY	<u>85,962.34</u>

Placentia Library District
Profit and Loss by Class

09/08/99

August 1999

	County Exempt Fund	General Fund	Literacy Fund	Payroll Fund	TOTAL
Income					
Cash Register - Copy Cards	245.10	0.00	0.00	0.00	245.10
Cash Register - Fines	0.00	1,230.43	0.00	0.00	1,230.43
Cash Register - Lost Items	0.00	288.64	0.00	0.00	288.64
Cash Register - Misc.	0.00	52.50	0.00	0.00	52.50
Cash Register - Reserves	0.00	116.60	0.00	0.00	116.60
County Reimbursements	0.00	912.73	0.00	0.00	912.73
Equipment (400) Reimbursement	0.00	2,000.00	0.00	0.00	2,000.00
Interest Inc - Savings	8.84	10.81	13.47	0.00	31.22
Meeting Room Income	210.00	0.00	0.00	0.00	210.00
Miscellaneous Income	0.00	824.20	0.00	0.00	824.20
Passport Check Reimbursement	855.00	0.00	0.00	0.00	855.00
Passport Revenue	0.00	2,939.75	0.00	0.00	2,939.75
Staff Appreciation Reimbursement	38.50	0.00	0.00	0.00	38.50
Transfers from County	0.00	0.00	0.00	42,760.00	42,760.00
Tutor Training Income	0.00	0.00	30.00	0.00	30.00
Total Income	1,355.54	8,173.88	43.47	42,760.00	52,332.87
Expense					
Bank Fees	21.50	0.00	0.00	0.00	21.50
Children's Summer Reading Prgm	274.87	0.00	0.00	0.00	274.87
Copier Lease Payments	446.34	0.00	0.00	0.00	446.34
Copier Maintenance Contract	229.65	0.00	0.00	0.00	229.65
Employee Benefits	0.00	0.00	0.00	2,576.28	2,576.28
Employee Insurance	0.00	155.00	0.00	760.72	915.72
Employer Payroll Taxes	0.00	0.00	0.00	12,368.46	12,368.46
Library Board Expenses	43.10	0.00	0.00	0.00	43.10
Memberships	0.00	348.00	0.00	0.00	348.00
Office Expense	0.00	94.88	0.00	0.00	94.88
Passport Expenses	1,268.50	0.00	0.00	0.00	1,268.50
Postage	0.00	39.62	0.00	0.00	39.62
Prof & Spec Services	0.00	70.00	0.00	0.00	70.00
Retirement Fund	500.00	0.00	0.00	0.00	500.00
Salaries	0.00	0.00	0.00	35,400.62	35,400.62
Staff Appreciation	634.50	0.00	0.00	0.00	634.50
Transfers to County	0.00	5,895.69	0.00	0.00	5,895.69
Transportation & Travel	0.00	295.00	0.00	0.00	295.00
Total Expense	3,418.46	8,898.19	0.00	51,106.06	61,422.71
Net Income	-2,062.92	1,275.47	43.47	-8,346.06	-9,090.04

Placentia Library District
Profit and Loss by Class
July through August 1999

09/08/99

	County Exempt Fund	General Fund	Literacy Fund	Payroll Fund	TOTAL
Income					
Cash Register - Copy Cards	543.74	0.00	0.00	0.00	543.74
Cash Register - Fines	0.00	2,813.21	0.00	0.00	2,813.21
Cash Register - Lost Items	0.00	444.31	0.00	0.00	444.31
Cash Register - Misc.	0.00	54.50	0.00	0.00	54.50
Cash Register - Reserves	0.00	210.10	0.00	0.00	210.10
County Reimbursements	0.00	1,217.30	0.00	0.00	1,217.30
Directors Fund (Friends)	972.25	0.00	0.00	0.00	972.25
Equipment (400) Reimbursement	0.00	2,000.00	0.00	0.00	2,000.00
Interest Inc - CD's	0.00	0.00	0.00	452.55	452.55
Interest Inc - Savings	15.64	21.73	26.90	0.00	64.27
Meeting Room Income	430.00	0.00	0.00	0.00	430.00
Miscellaneous Income	0.00	624.20	0.00	0.00	624.20
Passport Check Reimbursement	1,423.50	0.00	0.00	0.00	1,423.50
Passport Revenue	0.00	5,397.55	0.00	0.00	5,397.55
Staff Appreciation Reimbursement	38.50	0.00	0.00	0.00	38.50
Telephone Income	0.00	7.30	0.00	0.00	7.30
Test Proctoring Income	20.00	0.00	0.00	0.00	20.00
Transfers from County	0.00	0.00	0.00	106,900.00	106,900.00
Tutor Training Income	0.00	0.00	30.00	0.00	30.00
Typewriter Income	0.00	37.76	0.00	0.00	37.76
Total Income	3,443.63	12,827.96	56.90	107,352.55	123,681.04
Expense					
Bank Fees	32.50	0.00	0.00	0.00	32.50
Children's Summer Reading Prgm	466.69	0.00	0.00	0.00	466.69
Copier Lease Payments	892.68	0.00	0.00	0.00	892.68
Copier Maintenance Contract	459.30	0.00	0.00	0.00	459.30
Debit Cards	0.00	17.40	0.00	0.00	17.40
Employee Benefits	0.00	0.00	0.00	4,720.38	4,720.38
Employee Insurance	0.00	155.00	0.00	1,521.44	1,676.44
Employer Payroll Taxes	0.00	0.00	0.00	24,850.35	24,850.35
Library Board Expenses	43.10	0.00	0.00	0.00	43.10
Memberships	0.00	440.00	0.00	0.00	440.00
Miscellaneous	0.00	62.50	0.00	0.00	62.50
Office Expense	0.00	149.88	0.00	0.00	149.88
Passport Expenses	1,917.00	398.95	0.00	0.00	2,315.95
Postage	0.00	197.79	0.00	0.00	197.79
Prof & Spec Services	0.00	70.00	0.00	0.00	70.00
Retirement Fund	500.00	0.00	0.00	0.00	500.00
Return Check Item & Fees	0.00	21.30	0.00	0.00	21.30
Salaries	0.00	0.00	0.00	63,001.59	63,001.59
Staff Appreciation	684.50	0.00	0.00	0.00	684.50
Transfers to County	0.00	16,030.50	0.00	0.00	16,030.50
Transportation & Travel	0.00	385.00	0.00	0.00	385.00
Total Expense	4,995.77	17,928.32	0.00	94,093.76	117,017.85
Net Income	-1,552.14	-5,100.36	56.90	13,258.79	6,663.19

Reconciliation Report

Agenda Item 13
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County Exempt - Checking account reconciled for the period ending 08/31/1999

Cleared Transactions

Previous Balance		2,642.88
Cleared Checks and Payments	29 Items	-2,727.54
Cleared Deposits and Other Credits	23 Items	2,150.60
Cleared Balance		2,065.94

Uncleared Transactions

Uncleared Checks and Payments	3 Items	-271.75
Uncleared Deposits and Other Credits	0 Items	0.00

New Transactions

Account Balance as of 08/31/1999 (statement closing date)		1,794.19
New Checks and Payments	3 Items	-135.00
New Deposits and Other Credits	3 Items	63.50
Ending Account Balance		1,722.69

Register

County Exempt - Checking Register through 08/31/1999:

Date	No./Ref.	Name	Account	Memo	Amount	C	Balance
08/02/1999			-split-	Deposit	96.90	X	2,572.96
08/02/1999			-split-	Deposit	85.30	X	2,658.26
08/02/1999	2045	Alta Vista Count..	Retirement Fund	Deposit for ...	-500.00	X	2,158.26
08/02/1999	2046	Passport Services	Passport Expenses	Richard Rea...	-80.00	X	2,078.26
08/02/1999	2047	Passport Services	Passport Expenses	Antonio Carr...	-80.00	X	1,998.26
08/03/1999			-split-	Deposit	63.60	X	2,061.86
08/03/1999	1221	Passport Services	Passport Expenses	Enrique Agui...	-45.00	X	2,016.86
08/04/1999			-split-	Deposit	154.75	X	2,171.61
08/04/1999	2048	Passport Services	Passport Expenses	Matthew D. ...	-45.00	X	2,126.61
08/04/1999	2049	Passport Services	Passport Expenses	Jose Frausto ...	-80.00	X	2,046.61
08/05/1999			-split-	Deposit	42.70	X	2,089.31
08/05/1999	2050	Black Angus	Staff Appreciation	August 5, 1999	-634.50	X	1,454.81
08/09/1999			-split-	Deposit	29.00	X	1,483.81
08/09/1999			-split-	Deposit	90.45	X	1,574.26
08/09/1999	1222	Passport Services	Passport Expenses	Tamra Miche...	-80.00	X	1,494.26
08/09/1999	1223	Passport Services	Passport Expenses	Robert Beltr...	-45.00	X	1,449.26
08/09/1999	1224	Passport Services	Passport Expenses	Dien Cao Vu...	-45.00	X	1,404.26
08/10/1999			-split-	Deposit	69.45	X	1,473.71
08/10/1999	2051	Passport Services	Passport Expenses	Alana M. Lin...	-45.00	X	1,428.71
08/10/1999	2052	Passport Services	Passport Expenses	Todd Michae...	-45.00	X	1,383.71
08/11/1999			Cash Register - Copy ...	Deposit	26.55	X	1,410.26
08/11/1999			Staff Appreciation Rei...	Deposit	20.00	X	1,430.26
08/12/1999			-split-	Deposit	52.25	X	1,482.51
08/16/1999			Cash Register - Copy ...	Deposit	7.75	X	1,490.26
08/16/1999			Cash Register - Copy ...	Deposit	6.30	X	1,496.56
08/16/1999	2053	Passport Services	Passport Expenses	Polly Chang ...	-91.75	X	1,404.81
08/17/1999			Cash Register - Copy ...	Deposit	9.70	X	1,414.51
08/17/1999	2054	Passport Services	Passport Expenses	Arthur James...	-45.00	X	1,369.51
08/18/1999			Passport Check Reimb...	Deposit	45.00	X	1,414.51
08/18/1999	2055	Ingram Inc	Children's Summer Re...	Inv 2080558...	-14.06	X	1,400.45
08/18/1999	2056	Lin Baesler	Children's Summer Re...	Musictime J...	-180.00	X	1,220.45
08/18/1999	2057	Tall Mouse Arts ...	Children's Summer Re...	799SRP 8/2/99	-80.81	X	1,139.64
08/19/1999			-split-	Deposit	30.60	X	1,170.24
08/20/1999	2058	Christopher's Flo...	Library Board Expenses	Board Fund, ...	-43.10	X	1,127.14
08/23/1999			-split-	Deposit	33.60	X	1,160.74
08/23/1999			-split-	Deposit	72.50	X	1,233.24
08/23/1999	2059	Passport Services	Passport Expenses	German de J...	-70.00	X	1,163.24
08/23/1999	2060	Passport Services	Passport Expenses	Kevin Patric...	-80.00	X	1,083.24
08/24/1999			Cash Register - Copy ...	Deposit	15.00	X	1,098.24
08/24/1999	2061	Passport Services	Passport Expenses	Syed Aliabba...	-75.00	X	1,023.24
08/25/1999			-split-	Deposit	166.15	X	1,189.39

Register

County Exempt - Checking Register through 08/31/1999:

<u>Date</u>	<u>No./Ref.</u>	<u>Name</u>	<u>Account</u>	<u>Memo</u>	<u>Amount</u>	<u>C</u>	<u>Balance</u>
08/25/1999			County Exempt - Savi...		750.00	X	1,939.39
08/25/1999	2062	Passport Services	Passport Expenses	Jack Marion ...	-45.00	X	1,894.39
08/25/1999	2063	Passport Services	Passport Expenses	Theresa Ann ...	-45.00	X	1,849.39
08/25/1999	2064	Passport Services	Passport Expenses	Eduardo De ...	-45.00	X	1,804.39
08/26/1999			-split-	Deposit	83.05	X	1,887.44
08/31/1999			Passport Check Reimb...	Deposit	200.00	X	2,087.44
08/31/1999	2065	Passport Services	Passport Expenses	Barbara Dora...	-71.75		2,015.69
08/31/1999	2066	Passport Services	Passport Expenses	Ritcheal Cha...	-60.00		1,955.69
08/31/1999	2067	Passport Services	Passport Expenses	Eric E Moral...	-140.00		1,815.69
08/31/1999			Bank Fees	Service Charge	-21.50	X	1,794.19

Reconciliation Report

County Exempt - Savings account reconciled for the period ending 08/31/1999

Cleared Transactions

Previous Balance		3,898.66
Cleared Checks and Payments	2 Items	-1,196.34
Cleared Deposits and Other Credits	5 Items	44.94
Cleared Balance		2,747.26

Uncleared Transactions

Uncleared Checks and Payments	1 Items	-229.65
Uncleared Deposits and Other Credits	0 Items	0.00

New Transactions

Account Balance as of 08/31/1999 (statement closing date)		2,517.61
New Checks and Payments	0 Items	0.00
New Deposits and Other Credits	3 Items	94.35
Ending Account Balance		2,611.96

Reconciliation Report

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General Fund - Checking account reconciled for the period ending 08/31/1999

Cleared Transactions

Previous Balance		7,769.41
Cleared Checks and Payments	10 Items	-817.91
Cleared Deposits and Other Credits	3 Items	1,540.53
Cleared Balance		8,492.03

Uncleared Transactions

Uncleared Checks and Payments	5 Items	-411.67
Uncleared Deposits and Other Credits	0 Items	0.00

New Transactions

Account Balance as of 08/31/1999 (statement closing date)		8,080.36
New Checks and Payments	0 Items	0.00
New Deposits and Other Credits	1 Items	694.00
Ending Account Balance		8,774.36

Register

General Fund - Checking Register through 08/30/1999:

<u>Date</u>	<u>No./Ref.</u>	<u>Name</u>	<u>Account</u>	<u>Memo</u>	<u>Amount</u>	<u>C</u>	<u>Balance</u>
08/03/1999	4079	All Star Trophy	Office Expense	Engraving 8/...	-14.07	X	7,629.26
08/04/1999	4080	James Company	Office Expense	Door handle ...	-80.81	X	7,548.45
08/05/1999			General Fund - Savings	Funds Transfer	-101.00	X	7,447.45
08/10/1999			County Reimbursements	Deposit	912.73	X	8,360.18
08/12/1999	4081	Bolin's Mail Sen...	Postage		-6.95	X	8,353.23
08/16/1999	4082	Stanford Univers...	Transportation & Travel		-20.00		8,333.23
08/18/1999	4083	National Center f...	Memberships	1600-00	-348.00	X	7,985.23
08/23/1999	4084	Network Solutio...	Prof & Spec Services	Inv 8444453 ...	-70.00	X	7,915.23
08/25/1999	4085	Woodmen Accid...	Employee Insurance	1999 Plan Y...	-155.00	X	7,760.23
08/25/1999	4086	CSDA	Transportation & Travel	Elizabeth D. ...	-275.00		7,485.23
08/30/1999	4087	Bolin's Mail Sen...	Postage	ALA shipme...	-32.67		7,452.56

Reconciliation Report

General Fund - Savings account reconciled for the period ending 08/31/1999

Cleared Transactions

Previous Balance		3,983.51
Cleared Checks and Payments	2 Items	-5,895.69
Cleared Deposits and Other Credits	26 Items	6,737.73
Cleared Balance		4,825.55

Uncleared Transactions

Uncleared Checks and Payments	0 Items	0.00
Uncleared Deposits and Other Credits	0 Items	0.00

New Transactions

Account Balance as of 08/31/1999 (statement closing date)		4,825.55
New Checks and Payments	1 Items	-2,214.64
New Deposits and Other Credits	5 Items	905.25
Ending Account Balance		3,516.16

Reconciliation Report

Literacy Fund - Savings account reconciled for the period ending 08/31/1999

Cleared Transactions

Previous Balance		7,043.96
Cleared Checks and Payments	0 Items	0.00
Cleared Deposits and Other Credits	2 Items	43.47
Cleared Balance		7,087.43

Uncleared Transactions

Uncleared Checks and Payments	0 Items	0.00
Uncleared Deposits and Other Credits	0 Items	0.00

New Transactions

Account Balance as of 08/31/1999 (statement closing date)		7,087.43
New Checks and Payments	0 Items	0.00
New Deposits and Other Credits	0 Items	0.00
Ending Account Balance		7,087.43

Reconciliation Report

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Payroll Checking account reconciled for the period ending 08/31/1999

Cleared Transactions

Previous Balance		32,589.94
Cleared Checks and Payments	34 Items	-51,106.06
Cleared Deposits and Other Credits	2 Items	42,760.00
Cleared Balance		24,243.88

Uncleared Transactions

Uncleared Checks and Payments	1 Items	-126.98
Uncleared Deposits and Other Credits	0 Items	0.00

New Transactions

Account Balance as of 08/31/1999 (statement closing date)		24,116.90
New Checks and Payments	0 Items	0.00
New Deposits and Other Credits	0 Items	0.00
Ending Account Balance		24,116.90

ACQUISITIONS REPORT FOR THE MONTH OF AUGUST 1999
Prepared by: Julie Shaab, Technical Services Librarian

	GENERAL FUND		ADOPT-A-BOOK		TOTAL PURCHASED		DONATED		TOTAL ITEMS	
	Amount	Volumes	Amount	Volumes	Amount	Volumes	Value	Volumes	Amount	Volumes
Adult Fiction	1,780.15	107	717.76	39	2,497.91	146	491.75	23	2,989.66	169
Adult Circulating Non-Fiction	275.92	130	4,784.88	184	5,060.72	314	2,591.60	110	7,652.32	424
Adult Reference	2,135.92	15	105.11	1	2,241.03	16	0.00	0	2,241.03	16
Adult Print Continuations	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Adult Electronic Continuations	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Total Adult Non-Fiction	2,411.84	145	4,889.91	185	7,301.75	330	2,591.60	110	9,893.35	440
TOTAL ADULT PRINT MATERIALS	4,191.99	252	5,607.67	224	9,799.66	476	3,083.35	133	12,883.01	476
Adult Audio/Music	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Adult Audio Books	110.24	0	0.00	0	110.24	0	0.00	0	110.24	0
Total Adult Audio	110.24	0	0.00	0	110.24	0	0.00	0	110.24	0
Adult Video Educational	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Adult Video Entertainment	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Total Adult Video	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Adult Computer Software	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
TOTAL ADULT NON-PRINT MATERIALS	110.24	0	0.00	0	110.24	0	0.00	0	110.24	0
TOTAL ADULT MATERIALS	4,302.23	252	5,607.67	224	9,909.90	476	3,083.35	133	12,993.25	476
Juvenile Fiction	201.00	67	0.00	0	201.00	67	254.83	18	455.83	85
Juvenile Circulating Non-Fiction	67.07	3	832.51	36	899.58	39	0.00	0	899.58	39
Juvenile Reference	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Juvenile Print Continuations	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Juvenile Electronic Continuations	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Total Juvenile Non-Fiction	67.07	3	832.51	36	899.58	39	0.00	0	899.58	39
TOTAL JUVENILE PRINT MATERIALS	268.07	70	832.51	36	1,100.58	106	234.83	18	1,335.41	124
Juvenile Audio/Music	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Juvenile Audio Books	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Total Juvenile Audio	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Juvenile Video Educational	62.85	3	0.00	0	62.85	3	0.00	0	62.85	3
Juvenile Video Entertainment	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Total Juvenile Video	62.85	3	0.00	0	62.85	3	0.00	0	62.85	3
Juvenile Computer Software	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
TOTAL JUVENILE NON-PRINT MATERIALS	62.85	3	0.00	0	62.85	3	0.00	0	62.85	3
TOTAL JUVENILE MATERIALS	330.92	73	832.51	36	1,163.43	109	234.83	18	1,398.26	127
Total Fiction	1,981.15	174	717.76	39	2,698.91	213	726.58	41	3,425.49	254
Total Non-Fiction	2,478.91	145	5,722.42	221	8,201.33	369	2,591.60	110	10,792.93	479
Total Audio	110.24	0	0.00	0	110.24	0	0.00	0	110.24	0
Total Video	62.85	3	0.00	0	62.85	3	0.00	0	62.85	3
Total Computer Software	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
TOTAL MATERIALS	4,633.15	325	6,440.18	260	11,073.33	585	3,318.18	151	14,391.51	736

OUTSTANDING ORDERS AS OF AUGUST 31, 1999

General Fund	Amount	Adopt-A-Book	Amount	TOTAL
	\$9,882.31		\$1,363.32	\$11,245.63

ACQUISITIONS REPORT FOR FISCAL YEAR 1999-2000 THROUGH THE MONTH OF AUGUST 1999
Prepared by Julie Shook, Technical Services Librarian

	GENERAL FUND			ADOPT-A-BOOK			TOTAL PURCHASED			DONATED			TOTAL ITEMS		
	Amount	Volumes	Titles	Amount	Volumes	Titles	Amount	Volumes	Titles	Value	Volumes	Titles	Amount	Volumes	Titles
Adult Fiction	2,059.88	126	125	717.76	39	37	2,777.64	165	160	925.60	43	42	3,703.24	208	202
Adult Circulating Non-Fiction	464.18	140	140	4,784.80	184	177	5,248.98	324	317	3,774.85	169	167	9,023.83	493	484
Adult Reference	2,174.33	16	15	105.11	1	1	2,279.44	17	14	0.00	0	0	2,279.44	17	14
Adult Print Continuations	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Adult Electronic Continuations	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Total Adult Non-Fiction	2,638.51	156	153	4,889.91	185	178	7,528.42	341	331	3,774.85	169	167	11,303.27	510	498
TOTAL ADULT PRINT MATERIALS	4,698.39	282	282	5,607.67	224	215	10,306.06	506	491	4,700.45	212	209	15,006.51	718	700
Adult Audio/Music	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Adult Audio Books	110.24	0	0	0.00	0	0	110.24	0	0	0.00	0	0	110.24	0	0
Total Adult Audio	110.24	0	0	0.00	0	0	110.24	0	0	0.00	0	0	110.24	0	0
Adult Video Educational	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Adult Video Entertainment	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Total Adult Video	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Adult Computer Software	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
TOTAL ADULT NON-PRINT MATERIALS	110.24	0	0	0.00	0	0	110.24	0	0	0.00	0	0	110.24	0	0
TOTAL ADULT MATERIALS	4,808.63	282	282	5,607.67	224	215	10,416.30	506	491	4,700.45	212	209	15,116.75	718	700
Juvenile Fiction	376.65	117	84	0.00	0	0	376.65	117	84	389.72	43	39	766.37	160	123
Juvenile Circulating Non-Fiction	67.07	3	3	832.51	36	34	899.58	39	37	36.95	6	6	986.53	45	43
Juvenile Reference	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Juvenile Print Continuations	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Juvenile Electronic Continuations	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Total Juvenile Non-Fiction	67.07	3	3	832.51	36	34	899.58	39	37	86.95	6	6	986.53	45	43
TOTAL JUVENILE PRINT MATERIALS	443.72	120	87	832.51	36	34	1,276.23	156	121	476.67	49	45	1,752.90	205	166
Juvenile Audio/Music	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Juvenile Audio Books	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Total Juvenile Audio	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Juvenile Video Educational	62.85	3	3	0.00	0	0	62.85	3	3	0.00	0	0	62.85	3	3
Juvenile Video Entertainment	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Total Juvenile Video	62.85	3	3	0.00	0	0	62.85	3	3	0.00	0	0	62.85	3	3
Juvenile Computer Software	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
TOTAL JUVENILE NON-PRINT MATERIALS	62.85	3	3	0.00	0	0	62.85	3	3	0.00	0	0	62.85	3	3
TOTAL JUVENILE MATERIALS	506.57	123	90	832.51	36	34	1,339.08	159	124	476.67	49	45	1,815.75	208	169
Total Fiction	2,436.53	243	207	717.76	39	37	3,154.29	282	241	1,315.22	86	81	4,469.61	368	325
Total Non-Fiction	2,705.38	159	156	5,722.42	221	212	8,428.00	380	368	3,861.80	175	173	12,289.80	555	541
Total Audio	110.24	0	0	0.00	0	0	110.24	0	0	0.00	0	0	110.24	0	0
Total Video	62.85	3	3	0.00	0	0	62.85	3	3	0.00	0	0	62.85	3	3
Total Computer Software	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
TOTAL MATERIALS	5,315.20	405	366	6,440.18	260	249	11,755.38	665	615	5,171.12	261	254	16,932.50	926	869

TO: Elizabeth D. Minter, Library Director
 FROM: Peggy D. Burkich, Circulation Supervisor *PDB*
 DATE: September 15, 1999
 SUBJECT: Unique Management Services, Inc. Report for Month of August

The report was received from Unique Management on September 7, 1999.
 Attachment A is enclosed.

A summary of the current status is as follows:

FY 1998-99	# New Accounts Submitted	Total # Active Accounts	# Paid In Full Curr. Month	Amount Received Curr. Month	# Written Off Suspended Curr. Month
July	0	69	10	292.01	20
August	28	57	3	116.85	10
September					
October					
November					
December					
January					
February					
March					
April					
May					
June					
TOTAL YTD	28	126	13	408.86	30

Unique Management Services
STATUS OF ACCOUNTS REPORT
Accounts Listed Thru 08/29/99

Time Run: 11:28PM
Date Run: AUG 29 1999

Attn: MS PEGGY BURKICH
PLACENTIA LIBRARY DISTRICT
411 EAST CHAPMAN AVENUE
PLACENTIA, CA 92870

Client Number: 286

Client Name: PLACENTIA LIBRARY DISTRICT

Accounts Submitted	:	130	Dollars Submitted	:	11,749.79	Dollars Received	:	1,950.25
Bankruptcies	:	0	Dollars in Bankruptcy	:	.00	Material Returned	:	1,841.67
Incorrect Addresses	:	22	Dollars in Skips	:	1,665.18	Dollars Waived	:	754.08
Patron Disputes/Suspends	:	1	Dollars in Dispute	:	20.40	Total Activated	:	5,910.60
Accounts in Process	:	107	Dollars in Process	:	9,738.76	% of Dollars Activated	:	59.66%
# of Accounts Activated	:	57						
% of Accounts Activated	:	53.27%						

TO: Library Board of Trustees
 FROM: Elizabeth D. Minter, Library Director *edm*
 DATE: September 15, 1999
 SUBJECT: DEBIT CARD SYSTEM REIMBURSEMENT AUGUST, 1999

SUMMARY OF PRINTER/COPIER ACCOUNTS AUGUST, 1999

Beginning Balance 7/31/99			(\$2,239.72)
	<u>Income</u>	<u>Expend.</u>	
Total Deposits in	245.10		
Total Loans from Literacy Fund	0.00		
Total Materials & Supplies		0.00	
Total Repairs		0.00	
Total Copier Paper Expense		0.00	
Total Copier Lease Payments in August		446.34	
Total Copier Maintenance Payment in August		229.65	
Debit Card System Loan Payback		0.00	
	<u>245.10</u>	<u>675.99</u>	
Ending Balance 8/31/99			<u>(\$2,670.61)</u>
August payment			\$ 0.00

**** NO PAYMENT WILL BE MADE UNTIL APRIL 2001 ****


SUMMARY OF PRINTER/COPIER LOAN ACTIVITY

Loan Amount as of 10/3/96 (Fund 702)	16,559.50
Loan Repayment through 8/31/99	(8,565.48)
Loan Amount as of 8/31/99 (Literacy Fund)	7,700.00
August Payment (Fund 702)	0.00
August Payment (Literacy Fund)	0.00
Balance 8/31/99	<u>\$ 15,694.02</u>

Prepared by: Wendy Goodson



TO: Placentia Library District Board of Trustees

FROM: Elizabeth D. Minter, Library Director 

DATE: September 15, 1999

SUBJECT: GIFT REPORT

The following gifts were received from Aug 1, 1999 through Aug 31, 1999

There were no recorded deposits for the month of August.

Prepared by : Wendy Goodson

TO: Library Board of Trustees

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

DATE: September 15, 1999

SUBJECT: BUILDING MAINTENANCE REPORT FOR AUGUST, 1999

1. **Air Conditioning** – Regular maintenance of HVAC system.
2. **Lighting** –Economy Lighting Systems is currently retrofitting the lighting system throughout the Library as part of the Energy Conservation Program directed by IEC Inc. We will change Christensen Lighting Service from a monthly maintainence contract to an on-call hourly rate.
3. **Fire Alarm Systems** – Annual fire alarm inspection completed by D&S Systems, Inc.

Prepared by: Wendy Goodson

TO: Library Board of Trustees

FROM: Elizabeth Minter, Library Director *em*

DATE: September 15, 1999

SUBJECT: PERSONNEL REPORT FOR AUGUST, 1999

RESIGNATIONS:

None

APPOINTMENTS:

None

OPEN POSITIONS:

None

Prepared by: Wendy Goodson

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director
SUBJECT: Volunteer Report for August 1999 *edm*
DATE: September 15, 1999

The Volunteer Report is prepared by Cheryl Willauer who is absent on sick leave. The Volunteer Report for August 1999 will be presented at the October Board Meeting.

Placentia Library District
Circulation Report
SEPTEMBER 15, 1999

	FY99-00 YTD	FY98-99 YTD	% CHANGE FY99 TO FY00	FY99-00 AUGUST 99	FY98-99 AUGUST 98
1st Time Checkouts	24,521	26,517	-7.53%	12,213	11,927
Phone Renewals	2,978	2,208	34.87%	1,485	1,128
In-Building Renewals	711	2,190	-67.53%	347	1,059
Total Renewals	3,689	4,398	-16.12%	1,832	2,187
TOTAL CHECKOUTS	28,210	30,915	-8.75%	14,045	14,114
On-Time Checkins	25,386	27,959	-9.20%	13,322	13,250
Late Checkins	3,724	4,349	-14.37%	2,082	2,084
TOTAL CHECKINS	29,110	32,308	-9.90%	15,404	15,334
Holds Placed	628	621	1.13%	390	283
Holds Cancelled	125	121	3.31%	76	58
Holds Filled	589	603	-2.32%	318	274
Holds Expired	3	3	0.00%	0	2
Overdue Items	1,207	1,501	-19.59%	625	790
Overdue Notices	558	595	-6.22%	275	307
Billing Notices	743	745	-0.27%	322	328
Patrons Registered	484	488	3.42%	266	234
Titles Added	1,818	1,101	65.12%	1,087	368
Volumes Added	2,732	1,553	75.92%	1,613	579
CIRCULATION BY TYPE OF MATERIAL					
Adult Print	12,506	13,436	-6.92%	6,622	6,568
Juvenile Print	13,466	14,883	-9.52%	6,315	6,212
Total Print	25,972	28,319	-8.29%	12,937	12,780
Audio	959	989	-3.03%	496	494
Visual	1,277	1,606	-20.49%	611	839
Equipment	0	0	0.00%	0	0
Total Audio Visual	2,236	2,595	-13.83%	1,107	1,333
TOTAL CIRCULATION	28,210	30,915	-8.75%	14,045	14,114
Placentia Circulation	18,439	19,825	-6.99%	9,004	8,884
% Placentia Circulation	65.37%	64.13%	1.93%	64.11%	62.95%
Anaheim/Yorba Linda Circulation	4,651	5,265	-11.66%	2,514	2,473
% Anaheim/Yorba Linda Circulation	16.49%	17.03%	-3.17%	17.90%	17.52%
TYPES OF ACTIVE BORROWERS					
Adult	18,307	19,904	-8.02%	9,391	9,634
Young Adult	645	565	14.16%	412	217
Juvenile	7,247	8,834	-17.96%	3,277	3,590
New Borrower	2,011	1,611	24.83%	965	673
Non Resident	0	0	0.00%	0	0
Other	0	0	0.00%	0	0
TOTAL ACTIVE BORROWERS	28,210	30,914	-8.75%	14,045	14,114
TOTAL REGISTERED BORROWERS	20,075	25,348	-20.80%	20,075	25,348
ATTENDANCE	51,280	49,281	4.06%	28,417	23,164
Adult Reference - In Building	1,585	2,113	-24.99%	880	1,074
Adult Reference - Telephone	381	419	-9.07%	173	197
Children's Reference - In Building	1,571	1,674	-6.15%	645	554
Children's Reference - Telephone	79	49	61.22%	39	25
Total Adult Reference	1,966	2,532	-22.35%	1,053	1,271
Total Children's Reference	1,650	1,723	-4.24%	684	579
Total In Building Reference	3,156	3,787	-16.66%	1,525	1,628
Total Telephone Reference	460	468	-1.71%	212	222
TOTAL REFERENCE	3,616	4,255	-15.02%	1,737	1,850

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**MINUTES OF THE EXECUTIVE COMMITTEE MEETING
OF THE INDEPENDENT SPECIAL DISTRICTS OF ORANGE COUNTY
(ISDOC)**

**Meeting held at MWDOC
10500 Ellis Ave., Fountain Valley
7:30 a.m. - August 3, 1999**

ISDOC Executive Committee Members Present:

Keith Coolidge
President
c/o MWDOC
P.O. Box 20895
Fountain Valley, Ca. 92728
TEL: (714) 963-3058
FAX: (714) 964-9389

Mary A. Matheis
1st Vice President
73 Nighthawk
Irvine, Ca. 92714-3683
TEL: (949) 476-4488
FAX: (949) 476-2878
Email: matheis1@aol.com

Vacant
3rd Vice President

Arlene Schafer
2nd Vice President
292 Bucknell
Costa Mesa, Ca. 92626
TEL: (714) 546-1429
FAX: (714) 432-1436

Ron Kennedy
Secretary
24151 Adonis Street
Mission Viejo, Ca. 92691
TEL: (949) 837-7050
FAX: (949) 837-7092

Joan Finnegan
Treasurer
258 Sherwood Street
Costa Mesa, Ca. 92627
TEL: (949) 548-3690
FAX: (949) 646-1685

Robert Hanson
Past President
23301 Ridge Route Drive, #219
Laguna Hills, Ca. 92653
TEL: (949) 770-0736
FAX: (949) 770-1720
Email: bobh30@aol.com

cc: LAFCO Representatives (*Attended)
John B. Withers Email: jwithers@psomas.com
*Russell Paris Email: rcparis6@gte.net
*Bill Goodwin Email: wgoodwin@psomas.com
*Trudy Ohlig Email: pruehs@earthnet.com
*Ed LaBahn Email: ealabahn@worldnet.att.net
Ted Martin Email: tfmlee@msn.com
Russ Behrens -McCormick, Kidman & Behrens
*Tom Blaylock Email: tblay@msn.com
*Don Roberson

Ken Petersen
Phillip L. Anthony
*Jim Reed
*Ed Royce
John Schatz
Dana Smith -LAFCO
Tom Woodruff
*Mike Dunbar

Call to Order

1. Preliminaries

President Coolidge called the meeting to order at 7:35 A.M.

2. Review Minutes of July 6, 1999 Executive Committee Meeting.

Minutes approved as presented.

3. Financial Report

Joan Finnegan submitted the Treasurer's Report showing a balance of \$4,136.75.

4. Critique of July 29, 1999 Luncheon

Joan Finnegan mentioned continued difficulty in estimating luncheon attendance given the high number of late reservations. Committee concluded that attendance was impacted somewhat by the change of location during the week of the event. The critique sparked a long discussion regarding the Little Hoover Commission and its role.

5. LAFCO Matters

Bill Goodwin reported that:

- a. John Withers was leaving PSOMAS which may have a positive impact on his ability to continue on the Commission.
- b. Aliso Viejo has filed for city hood.

Don Roberson, General Manager of Tri-Cities Municipal Water District, was present and reported on the status of their consolidation with South Coast MWD. Don reported that their Board had approved the final application and that it would be delivered to LAFCO on August 12, 1999. Don complimented Larry Garcia, Assistant Executive Director of LAFCO, for his effort in assisting staff and the Board in pulling everything together. The Committee complimented Don on his handling of the matter and the report.

6. CSDA Report

Russell Paris reported that CSDA was planning to hold a "Government Day" in Sacramento on April 10, 2000. Russell also reported on changes on how CSDA Board members will be elected in the future. The CSDA Conference will be held in San Diego, September 22-24.

Notes from the June 3rd CSDA Chapter Roundtable are attached.

7. **Legislative Report**

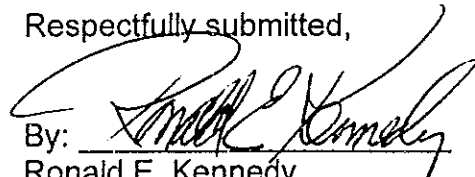
Keith Coolidge reported that the legislature was currently in recess and would return to session August 16th to September 10th.

'8. **Adjourn**

The meeting was adjourned at 9.00 a.m. The next meeting will be September 7, 1999, 7:30 A.M. at MWDOC.

Dated August 3, 1999

Respectfully submitted,

By: 
Ronald E. Kennedy
Secretary, Independent Special
Districts of Orange County (ISDOC)

ISDOC

INDEPENDENT SPECIAL DISTRICTS OF ORANGE COUNTY

TREASURER'S REPORT

BALANCE ON HAND AS OF JULY 28, 1999: \$ 3,658.75

RECEIPTS:

7/29/99 ISDOC LUNCHEON MEETING \$ 458.00


TOTAL RECEIPTS FOR PERIOD 7/28/99 to 8/2/99: 468.00

EXPENSES:

NONE

BALANCE ON HAND AS OF AUGUST 2, 1999: \$ 4,136.75

Respectfully submitted,


Joan C. Finnegan
ISDOC Treasurer



California
Special Districts
Association

1127 L Street
Suite 508
Sacramento, CA
95811

916.442.7807
Fax 916.442.7889

NOTES FROM THE JUNE CHAPTER ROUNDTABLE

At the June 3rd CSDA Chapter Roundtable, the following Chapter representatives were in attendance:

- Bette Boatman; Chair, Contra Costa County Chapter
- Keith Coolidge; President, Independent Special Districts of Orange County
- John Stovall; Vice President, Kern County Chapter
- Duane Frink; President, Placer County Chapter
- Chuck Porter; President, Sacramento County Chapter
- Dan McMillan; President, San Diego County Chapter
- Marguerite Kaufman; President, San Mateo County Chapter
- Carey Rogers; President, Santa Barbara County Chapter
- John Rush; Vice President, Ventura County Chapter

Also participating in the Roundtable were: Chuck Beesley, Chair CSDA Chapter Committee; Kit Carter, Chair CSDA Legislative Committee; Catherine Smith, CSDA Executive Director; Ralph Heim, CSDA Legislative Advocate; and David Stammerjohan, CSDA Member Services Director.

Agenda & Notes:

I. Chapter Introductions

9 of the 15 active CSDA Local Chapters had representatives at the Roundtable. Chapter representatives introduced themselves and told everyone a little bit about their Chapters. The common story was that the primary emphasis of the Chapters has been to gain representation on LAFCO. 8 of the 9 Chapters represented at the meeting now have special district representation on their county's LAFCO.

II. CSDA/Chapters Relationship & Role of Chapters

Catherine Smith explained that historically the relationship between CSDA and the Local Chapters has been somewhat informal, with Chapters charting their own course. However, CSDA has consistently recognized that Chapters are the foundation for increasing the legislative impact of CSDA. While some Chapters have clearly made the transition to focusing on issues beyond LAFCO representation, others are struggling with maintaining the enthusiasm for the Chapter among their member districts once such representation has been achieved. Chapter representatives agreed that working to educate their legislative representatives as well as educating the public at large are crucial roles which Chapters are well situated to fulfill. In the era of legislative term limits, it is now more important than ever to maintain an ongoing education process with legislators to inform them of the benefits of special districts. Furthermore, with a growing number of legislators coming from the ranks of city or county government, Chapter representatives felt it is imperative for them to

Executive Director
Catherine Smith

Legislative Advocate
Ralph Heim
916.442.4584

work closer with county supervisors and city council members to dispel any misapprehensions they have about special districts.

III. Coordination & Communication Between CSDA & Chapters

Agenda item was skipped due to time constraints.

IV. Membership & Chapter Development

Agenda item was skipped due to time constraints.

V. What Makes a Successful Chapter

Chapter representatives noted the importance of identifying specific issues to focus on and for having clear outreach plans for the public and legislative education efforts. Specific issues were identified at the meeting that warrant the involvement of Chapters, including: the push for independent LAFCO's; ERAF mitigation; the fiscalization of land use and the overall reworking of the state-local financial relationship.

VI. Legislation

Representatives agreed that CSDA should keep districts informed about legislation and should work to show some impact/cause and effect resulting from CSDA's efforts. Representatives also agreed that CSDA and Local Chapters should work to elevate the profile of special districts and promote the accomplishments of districts. Ralph Heim joined the meeting and informed everyone that ERAF relief was not dead yet, but it's ultimate form and prospects were still very uncertain. Ralph also reminded everyone that next year the California primary will be held in March. Because we now have an open primary season it is probable that we will know in March who the winners will be in November. So, Chapters will have an opportunity to develop relationships with and educate prospective legislators from March, 2000 to January of 2001 (and beyond) when they take office.

Chapter representatives made the following recommendations:

- Send an annual Legislative Report to all independent special districts
- Develop a list of Legislative Principles annually
 - Will allow boards to adopt principles and expedite later grassroots efforts
- Distribute Legislative information directly to districts
- Seek opportunities to Partner with other associations (i.e. joint legislative day)
- Provide a monthly or bi-monthly legislative update (by fax)
- Promote and enhance the CSDA website
- Distribute CSDA Board Agenda to all CSDA Chapter Chairs

Footnote:

It was agreed that the Chapter Roundtable should be held twice a year and invitations should be extended to each Chapter President/Chair or their designee. The next meeting will be held on Wednesday morning, September 22nd at the CSDA Conference in San Diego.

Directory of Chapter Chairs

Ventura Chapter

Mike Frees, President
Ph: 805-482-4677
Fx: 805-987-4797
7835 Santa Rosa Rd
Camarillo, CA 93012

Butte Chapter

Tim Simpson, President
Ph: 530-534-3877
Fx: 530-533-9606
3515 Myers St.
Oroville, CA 95966

ISDOC (Orange)

Keith Coolidge, President
Ph: 714-963-3058
Fx: 714-964-9389
P.O. Box 20895
Fountain Valley, CA 92728
e-mail: kgcoolidge@aol.com

San Bernardino

Gerald Smith, President
Ph: 909-875-1804
Fx: 909-875-7284
P.O. Box 920
Rialto, CA 92377-0920

Santa Clara

Pete Siemens, President
Ph: 408-354-8129
69 Ellenwood Ave.
Los Gatos, CA 95030

Contra Costa

Bette Boatman, Chair
Ph: 925-689-9255
Fx: 925-676-0346
P.O. Box H20
Concord, CA 94524

Fresno

Elizabeth Cline
Ph: 559-659-2437
Fx: 559-659-2193
P.O. Box 125
Firebaugh, CA 93622

Placer

Duane Frink, President
Ph: 530-885-9155
P.O. Box 4218
Auburn, CA 95604

San Mateo

Marguerite Kaufman, President
Ph: 650-851-0529
17 Mountain Meadow
Woodside, CA 94062

Sacramento

Chuck Porter, President
Ph: 916-535-1625
Fx: 916-966-1949
7803 Madison Ave. #150
Citrus Heights, CA 95610
e-mail: chuckrose@juno.com

Marin

Joe Vaughn, President

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Other Representatives at Roundtable:

John Rush, V.P., Ventura Chapter

Ph: 805-484-4026

Fx: 805-482-8957

1404 Calle Aurora

Camarillo, CA 93010

John Stovall, V.P., Kern Chapter

Ph: 661-634-1400

Fx: 661-634-1428

For those of you that I do not have mailing addresses or e-mail addresses for: please e-mail me or fax me that information at your earliest convenience: my e-mail address is davids@ewo.com

Thank you,

David Stammerjohan

CITY OF PLACENTIA INVOICES

PERIOD COVERED FY1997-1998	DATE INVOICE	S. CA EDISON	TURF	GROUNDS	MAINT/ REPAIRS	CIV CTR FIRE INS	CIV CTR BONDS	TOTAL
Jul-97	9/3/97	4,771.45	854.45	640.71				6,266.61
Aug-97	10/9/97	4,546.43	818.47	644.94				6,009.84
Sep-97	10/28/97	4,629.79	818.37	764.59				6,212.75
Oct-97	12/8/97	3,517.79	818.37	753.82	430.00			5,519.98
Nov-97	2/5/98	3,139.17	818.37	763.59	171.26			4,892.39
Dec-97	2/5/98	3,020.48	818.37	756.00	286.25			4,881.10
Jan-98	3/3/98	2,802.37	818.37	796.49	107.50			4,524.73
Feb-98	4/29/98	2,883.17	818.37	792.01	195.64			4,689.19
Mar-98	5/4/98	2,860.41	818.37	677.41	342.54			4,698.73
Apr-98	6/10/98	3,179.79	818.37	774.94	283.78			5,056.88
May-98	7/9/98	3,048.03	818.37	767.49	107.50			4,741.39
Jun-98	8/4/98	4,161.55	818.37	763.01	107.50			5,850.43
TOTAL		42,560.43	9,856.62	8,895.00	2,031.97	0.00	0.00	63,344.02
AVG		3,546.70	821.39	741.25	169.33			5,278.67

PERIOD COVERED FY1998-1999	DATE INVOICE	S. CA EDISON	TURF	GROUNDS	MAINT/ REPAIRS	CIV CTR SEISMIC	CIV CTR BONDS	TOTAL
Jul-98	9/10/98	0.00	818.37	763.01	107.50			1,688.88
Aug-98	10/13/98	0.00	818.37	761.44	107.50			1,687.31
Sep-98	10/15 & 11/10	15,065.20	958.00	760.98	107.50			16,891.68
Oct-98	12/9/98	6,164.57	818.37	0.00	129.91			7,112.85
Nov-98	1/6/98	0.00	818.37	1,666.85	0.00			2,485.22
Dec-98	2/4/99	2,884.98	818.37	802.75	107.50			4,613.60
Jan-99	3/8/99	2,921.46	818.37	743.32	107.50	3,357.52		7,948.17
Feb-99	3/31/99	3,032.51	818.37	805.98	107.40		2,364.10	7,128.36
Mar-99	4/28/99	3,009.57	892.35	828.49	0.00			4,730.41
Apr-99	6/10/99	3,062.45	833.46	833.96	281.45			5,011.32
May-99	7/7/99	3,302.65	839.51	826.51	107.50			5,076.17
Jun-99	8/1/99	4,547.44		871.47	107.50			5,526.41
TOTAL		43,990.83	9,251.91	9,664.76	1,271.26	3,357.52	2,364.10	69,900.38
AVG		3,665.90	841.08	805.40	105.94			5,825.03

PERIOD COVERED FY1999-2000	DATE INVOICE	S. CA EDISON	TURF	GROUNDS	MAINT/ REPAIRS	CIV CTR SEISMIC	CIV CTR BONDS	TOTAL
Jul-99	9/1/99	4,991.68	818.37	864.99	107.50			6,782.54
Aug-99								0.00
Sep-99								0.00
Oct-99								0.00
Nov-99								0.00
Dec-99								0.00
Jan-00								0.00
Feb-00								0.00
Mar-00								0.00
Apr-00								0.00
May-00								0.00
Jun-00								0.00
TOTAL		4,991.68	818.37	864.99	107.50	0.00	0.00	6,782.54
AVG		4,991.68	818.37	864.99	107.50			6,782.54

TOTAL DOLLARS SPENT

FY1997-1998	LABOR	EQUIPMENT	MATERIAL	TOTAL	50% LIBRARY
Jul-97	1,090.00	174.00	17.41	1,281.41	640.71
Aug-97	1,090.00	174.00	25.87	1,289.87	644.94
Sep-97	1,284.22	204.00	40.96	1,529.18	764.59
Oct-97	1,284.22	204.00	19.51	1,507.73	753.87
Nov-97	1,284.22	204.00	38.96	1,527.18	763.59
Dec-97	1,284.22	204.00	23.88	1,512.10	756.05
Jan-98	1,315.54	264.00	13.44	1,592.98	796.49
Feb-98	1,315.54	264.00	4.48	1,584.02	792.01
Mar-98	1,171.84	174.00	8.97	1,354.81	677.41
Apr-98	1,315.54	204.00	30.34	1,549.88	774.94
May-98	1,315.54	204.00	15.43	1,534.97	767.49
Jun-98	1,315.54	204.00	6.48	1,526.02	763.01
TOTAL	15,066.42	2,478.00	245.73	17,790.15	8,895.08
AVG	1,255.54	206.50	20.48	1,482.51	741.26

TOTAL DOLLARS SPENT

FY1998-1999	LABOR	EQUIPMENT	MATERIAL	TOTAL	50% LIBRARY
Jul-98	1,315.54	204.00	6.48	1,526.02	763.01
Aug-98	1,315.54	189.00	18.33	1,522.87	761.44
Sep-98	1,315.54	189.00	17.41	1,521.95	760.98
Oct-98	1,315.54	189.00	19.41	1,523.95	761.98
Nov-98	1,367.26	438.00	4.48	1,809.74	904.87
Dec-98	1,315.54	279.00	10.95	1,605.49	802.75
Jan-99	1,263.22	204.00	19.41	1,486.63	743.32
Feb-99	1,315.54	279.00	17.41	1,611.95	805.98
Mar-99	1,440.04	204.00	12.94	1,656.98	828.49
Apr-99	1,440.04	204.00	23.88	1,667.92	833.96
May-99	1,440.04	204.00	8.97	1,653.01	826.51
Jun-99	1,441.04	281.00	21.89	1,743.93	871.97
TOTAL	16,284.88	2,864.00	181.56	19,330.44	9,665.22
AVG	1,357.07	238.67	15.13	1,610.87	805.44

TOTAL DOLLARS SPENT

FY1999-2000	LABOR	EQUIPMENT	MATERIAL	TOTAL	50% LIBRARY
Jul-99	1,440.04	279.00	10.94	1,729.98	864.99
Aug-99				0.00	0.00
Sep-99				0.00	0.00
Oct-99				0.00	0.00
Nov-99				0.00	0.00
Dec-99				0.00	0.00
Jan-00				0.00	0.00
Feb-00				0.00	0.00
Mar-00				0.00	0.00
Apr-00				0.00	0.00
May-00				0.00	0.00
Jun-00				0.00	0.00
TOTAL	1,440.04	279.00	10.94	1,729.98	864.99
AVG	1,440.04	279.00	10.94	1,729.98	864.99

DOLLARS BY TYPE OF WORKER

FY1997-1998	SUPERVISOR	CREWLEAD	SWEEPER	TRIMMER	MAINT WORK	TOTAL
Jul-97	262.08	216.00	51.04	0.00	560.88	1,090.00
Aug-97	262.08	216.00	51.04	0.00	560.88	1,090.00
Sep-97	262.08	270.00	51.04	0.00	701.10	1,284.22
Oct-97	262.08	270.00	51.04	0.00	701.10	1,284.22
Nov-97	262.08	270.00	51.04	0.00	701.10	1,284.22
Dec-97	262.08	270.00	51.04	0.00	701.10	1,284.22
Jan-98	267.92	276.80	52.32	0.00	718.50	1,315.54
Feb-98	267.92	276.80	52.32	0.00	718.50	1,315.54
Mar-98	267.92	276.80	52.32	0.00	574.80	1,171.84
Apr-98	267.92	276.80	52.32	0.00	718.50	1,315.54
May-98	267.92	276.80	52.32	0.00	718.50	1,315.54
Jun-98	267.92	276.80	52.32	0.00	718.50	1,315.54
TOTAL	3,180.00	3,172.80	620.16	0.00	8,093.46	15,066.42
AVG	265.00	264.40	51.68	0.00	674.46	1,255.54

DOLLARS BY TYPE OF WORKER

FY1998-1999	SUPERVISOR	CREWLEAD	SWEEPER	TRIMMER	MAINT WORK	TOTAL
Jul-98	267.92	276.80	52.32	0.00	718.50	1,315.54
Aug-98	267.92	276.80	52.32	0.00	718.50	1,315.54
Sep-98	267.92	276.80	52.32	0.00	718.50	1,315.54
Oct-98	267.92	276.80	52.32	0.00	718.50	1,315.54
Nov-98	267.92	276.80	52.32	51.72	718.50	1,367.26
Dec-98	267.92	276.80	52.32	0.00	718.50	1,315.54
Jan-99	267.92	276.80	0.00	0.00	718.50	1,263.22
Feb-99	267.92	276.80	52.32	0.00	718.50	1,315.54
Mar-99	298.24	300.10	56.90	0.00	784.80	1,440.04
Apr-99	298.24	300.10	56.90	0.00	784.80	1,440.04
May-99	298.24	300.10	56.90	0.00	784.80	1,440.04
Jun-99	298.24	300.10	56.90	0.00	784.80	1,440.04
TOTAL	3,336.32	3,414.80	593.84	51.72	8,887.20	16,283.88
AVG	278.03	284.57	49.49	4.31	740.60	1,356.99

DOLLARS BY TYPE OF WORKER

FY1999-2000	SUPERVISOR	CREWLEAD	SWEEPER	TRIMMER	MAINT WORK	TOTAL
Jul-99	298.24	300.10	56.90	0.00	784.80	1,440.04
Aug-99						0.00
Sep-99						0.00
Oct-99						0.00
Nov-99						0.00
Dec-99						0.00
Jan-00						0.00
Feb-00						0.00
Mar-00						0.00
Apr-00						0.00
May-00						0.00
Jun-00						0.00
TOTAL	298.24	300.10	56.90	0.00	784.80	1,440.04
AVG	298.24	300.10	56.90	0.00	784.80	1,440.04

TIME BY TYPE OF WORKER

FY1997-1998	SUPERVISOR	CREWLEAD	SWEEPER	BLDG MAINT		TOTAL
				TRIMMER	MAINT WORK	
Jul-97	8.00	8.00	2.00	0.00	24.00	42.00
Aug-97	8.00	8.00	2.00	0.00	24.00	42.00
Sep-97	8.00	10.00	2.00	0.00	30.00	50.00
Oct-97	8.00	10.00	2.00	0.00	30.00	50.00
Nov-97	8.00	10.00	2.00	0.00	30.00	50.00
Dec-97	8.00	10.00	2.00	0.00	30.00	50.00
Jan-98	8.00	10.00	2.00	0.00	30.00	50.00
Feb-98	8.00	10.00	2.00	0.00	30.00	50.00
Mar-98	8.00	10.00	2.00	0.00	24.00	44.00
Apr-98	8.00	10.00	2.00	0.00	30.00	50.00
May-98	8.00	10.00	2.00	0.00	30.00	50.00
Jun-98	8.00	10.00	2.00	0.00	30.00	50.00
TOTAL	96.00	116.00	24.00	0.00	342.00	578.00
AVG	8.00	9.67	2.00	0.00	28.50	48.17

TIME BY TYPE OF WORKER

FY1998-1999	SUPERVISOR	CREWLEAD	SWEEPER	BLDG MAINT		TOTAL
				TRIMMER	MAINT WORK	
Jul-98	8.00	10.00	2.00	0.00	30.00	50.00
Aug-98	8.00	10.00	2.00	0.00	30.00	50.00
Sep-98	8.00	10.00	2.00	0.00	30.00	50.00
Oct-98	8.00	10.00	2.00	0.00	30.00	50.00
Nov-98	8.00	10.00	2.00	2.00	30.00	52.00
Dec-98	8.00	10.00	2.00	0.00	30.00	50.00
Jan-99	8.00	10.00	0.00	0.00	30.00	48.00
Feb-99	8.00	10.00	2.00	0.00	30.00	50.00
Mar-99	8.00	10.00	2.00	0.00	30.00	50.00
Apr-99	8.00	10.00	2.00	0.00	30.00	50.00
May-99	8.00	10.00	2.00	0.00	30.00	50.00
Jun-99	8.00	10.00	2.00	0.00	30.00	50.00
TOTAL	96.00	120.00	22.00	2.00	360.00	600.00
AVG	8.00	10.00	1.83	0.17	30.00	50.00

TIME BY TYPE OF WORKER

FY1999-2000	SUPERVISOR	CREWLEAD	SWEEPER	BLDG MAINT		TOTAL
				TRIMMER	MAINT WORK	
Jul-99	8.00	10.00	2.00	0.00	30.00	50.00
Aug-99						0.00
Sep-99						0.00
Oct-99						0.00
Nov-99						0.00
Dec-99						0.00
Jan-00						0.00
Feb-00						0.00
Mar-00						0.00
Apr-00						0.00
May-00						0.00
Jun-00						0.00
TOTAL	8.00	10.00	2.00	0.00	30.00	50.00
AVG	8.00	10.00	2.00	0.00	30.00	50.00

Heim, Noack, Kelly

GOVERNMENTAL

Ralph A. Heim
 Russell W. Noack
 Anne Kelly
 Leslie S. Spahn
 John Caldwell

TRANSMITTED VIA FACSIMILE

6 Pages

August 13, 1999

10:00 a.m. (PDT)

TO: CSDA Legislative Committee

Dewey Ausmus	760-745-5827 (145)
Carol Bartels	909-683-8458 (145)
Roger Boedecker	707-986-7435 (145)
Kit Carter	805-227-6231 (145)
Kathleen Cole	916-444-6887 (145)
Ron Davis	916-448-8499 (145)
Glenn Farrel/Randy Kanouse	916-444-2829 (145)
Jim Meredith	805-526-7025 (145)
Elizabeth Minter	714-528-8236 (145)
Carol Severin	510-569-1417 (145)
Catherine Smith	916-442-7889 (145)
Sherry Sterrett	925-671-7591 (145)

cc: David McMurchie 916-443-0869 (145)

FROM: Ralph A. Heim

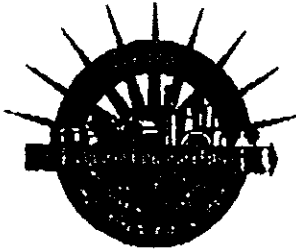
RE: Senate Bill 739 -- Agency Shop

I have attached, for your information, our opposition letter on Senate Bill 739 by Senator Solis that was developed in collaboration with the League of California Cities, California State Association of Counties, and California Association of Sanitation Agencies.

The bill, as recently amended, is sponsored by the Service Employee International Union and supported by numerous other public employee unions.

I will keep the Committee apprised relative to the outcome of the August 18th hearing.

RAH/kmg
Attachment



League of California Cities
1400 K Street, 4th Floor
Sacramento, CA 95814

California State Association of Counties
1100 K Street, Suite 101
Sacramento, CA 95814

DATE: July 26, 1999

TO: Members, Assembly Public Employees, Retirement and Social Security Committee

FROM: Steve Keil, Legislative Coordinator, CSAC
Dwight Stenbakken, Director of Legislation, League of California Cities
Ralph Heim, Legislative Advocate, California Special Districts Association
Michael F. Dillon, Legislative Advocate, CA Assoc. of Sanitation Agencies

RE: SB 739 (Solis): Local Government Labor Relations – **OPPOSE**
Scheduled for Hearing Wednesday, August 18, 1999

The California State Association of Counties (CSAC), the League of California Cities, the California Special Districts Association, and the California Association of Sanitation Agencies are opposed to SB 739 "Local Government Labor Relations," by Senator Hilda Solis. Recent amendments to the bill would mandate extremely burdensome and costly changes to the local government collective bargaining law, known as the Meyers-Milias-Brown Act (MMBA) [Government Code Sections 3500 et. seq.] that has operated effectively for the past thirty years. Following are the principal mandates contained in SB 739:

Agency Shop Agreements: MMBA currently provides a local option for agency shop agreements to be negotiated by the parties, requiring all rank and file employees in a bargaining unit to pay a fee covering the cost of representation to the employee organization that is the exclusive representative of the unit. Existing law permits persons with religious objections to make comparable payments to charitable organizations. Also under existing law, agency shop agreements expire at whichever date comes first: the expiration of the negotiated agreement, or three years (consistent with labor related caselaw contract bar limitations).

SB 739 would delete the term limitations for agency shop agreements. The bill would also eliminate the universally accepted process of the employee organization negotiating an agency shop arrangement by statutorily mandating an agency shop election, without the requirement of a negotiated agreement with the public agency, if a petition of 30% of the employees requests such an election. The bill would provide that agency shop agreements could be rescinded, but only by a majority vote of all employees in the unit.

The agency shop agreement proposals in SB 739 undermine the basic justification for a collective bargaining law by mandating a significant union security agreement without any requirement for local collective bargaining regarding the implementation of the benefit. Unlike other provisions of collective bargaining agreements, this proposal would also indefinitely extend agency shop agreements beyond the term of local collective bargaining agreements, and normal caselaw limitations, thus increasing the