

AGENDA

REGULAR MEETING

**PLACENTIA LIBRARY DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING**

May 15, 1995

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.*

1. Roll Call. Administrative Assistant
2. Adoption of Agenda.

7:31
Division
Stake
Evan
Shah
Nester
absent

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

Presentation: Library Director
Recommendation: Adopt by Motion

Shah / Evan

3. Presentation of Certificate of Recognition to Ingram Micro, Inc. for its donation of \$500 to Placentia Library Literacy Services to be used toward a new computer for students and tutors.
4. Minutes of the April 17, 1995, Regular Meeting.

Presentation: Library Director
Recommendation: Approve by Motion

Evan / Shah

5. 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).

6. Board President's Report.

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

Presentation: Library Board President

7. Friends of the Library Board of Directors Report.

Presentation: Principal Librarian

8. Placentia Library Foundation Report.

Presentation: Library Board Secretary

Recommendation: Approve the purchase of computer modifications to accommodate the additional workload of the Foundation's database be paid by the Library from its County Exempt Fund at a cost not to exceed \$1,000.

CLAIMS (Items 9 -11)

Presentation: Library Director
Recommendation: Approve by Motion

Schuck / Nelson

Items 9 - 11 may be considered together as one motion to approve the Claims. Items may be removed for individual consideration before the Claims are adopted. Items removed must then each have a separate motion.

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

There are no Nonstandard Claims for this period.

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

Claims forwarded by the Library Director in the amount of \$3,209.17.

11. Current Claims and Payroll. (Approve)

Current Claims of \$17,783.97; Payrolls 3283, and 3284, for a cumulative payroll total of \$38,069.36.
Combined total of Current Claims and Payroll of \$55,853.33

FINANCIAL REPORT (Items 12 - 18)

Presentation: Library Director
Recommendation: Approve by Motion

Items 12 - 18 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 April, 1995. (Receive & File)
13. County of Orange Investment Pool Portfolio Summary, April, 1995. (Receive & File)
14. Office General Ledger & Check Registers for April, 1995. (Receive & File)
15. Acquisitions Report for April, 1995. (Receive & File)
16. Overdue Collection Report for April, 1995. (Receive & File)
17. Debit Card System Reimbursement Report for April, 1995. (Receive & File)
18. Gifts Report for April, 1995. (Receive & File)

GENERAL CONSENT CALENDAR (Items 19 - 24)

Presentation: Library Director
Recommendation: Approve by Motion

Items 17 - 24 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.

19. Building Maintenance Report for April, 1995. (Receive & File)
20. Personnel Report for April, 1995. (Receive, File, and Ratify Appointments)
21. Volunteer Report for April, 1995. (Receive & File)
22. Circulation Report for April, 1995. (Receive & File)
23. Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority. (Receive & File)
24. Submission of Placentia Library Literacy Services Report for the Second Quarter of 1994-1995 to the State Library of California. (Receive & File)

CONTINUING BUSINESS

25. Fiscal Year 1994-1995 Budget

Presentation: Library Director
Recommendation: Authorize response to request from Assemblyman Curt Pringle and Senator John Lewis and other action as required

Review of the status of the Settlement Agreement between the Orange County Investment Pool and the County of Orange.

Discussion of request from Assemblyman Curt Pringle and Senator John Lewis for the District to pass a resolution "forgiving the last 11%" of the debt by the County of Orange to the District as part of the Orange County Investment Pool Settlement so that the taxpayers will not need to pass the sales tax increase.

Review pending legislation as it affects the Fiscal Year 1994-1995 and the Fiscal Year 1995-1996 Budgets.

26. Review of Status of the LSCA Title II Handicapped Remodeling Project, including the conversion of the west end of the loading dock area to an enclosed storage space and installation of a wall to create of a copy and typing center at the west end of the reading room.

Presentation: Library Director
Recommendation: Authorize preparation of bid documents.

NEW BUSINESS

27. Fiscal Year 1995-1996 Budget

Presentation: Library Director
Recommendation: Action as required

Pursuant to California Government Code Section 54957.6 a closed session will be held to discuss collective bargaining issues relating to the renewal of the Memorandum of Understanding. The purpose of this closed session is to review the Board's position and instruct the Library Director prior to her consultation with the designated representative(s) of the Orange County Employees Association.

28. Review Insurance Broker Selection Options for 1996-1997.

Presentation: Library Director
Recommendation: Approve solicitation of quote for liability insurance coverage from the Special District Risk Management Authority

29. Selection of Dates for Regular Board Meetings for June and July, 1995.

Presentation: Library Director
Recommendation: Select Dates

30. Staff Appreciation Dinner

Presentation: Library Director
Recommendation: Select July 13, 1995 as the date, and authorize expenditure from the County Exempt Fund at an amount not to exceed \$350.00.

30a. Authorization of Purchase of Computer for the Adult and Family Literacy Programs.

Presentation: Library Director
Recommendation: Approve purchase with funds provided by Literacy Volunteers of America, Placentia Chapter and Ingram Micro, Inc., with the balance to be paid from the Placentia Library Literacy Services Account.

STAFF REPORTS

- 31. Program Report for the Month of April, 1995. (Program Committee)
- 32. Children's Services Report for the Month of April, 1995. (Schneider)
- 33. Publicity Materials produced for the Month of April, 1995. (Willauer)
- 34. Placentia Library Literacy Services Report for the Month of April, 1995. (Matas)
- 35. Families for Literacy Project Report for the Month of April, 1995. (Walters)
- 36. Placentia Pride Committee Report for April, 1995. (Ammar)

ADJOURNMENT

- 37. Agenda Preparation for the June Regular Meeting.
- 38. Review of Action Items.

Special Meet:
 - Mar K
 - Ed Hunt
 - Bill Kohn

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

- 39. Adjourn

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

I, Charlene Dumitru, Administrative Assistant for the Placentia Library District, hereby certify that the Agenda for the May 15, 1995, Regular Meeting of the Library Board of Trustees of the Placentia Library District was posted on Wednesday, May 10, 1995.

CALENDAR FOR LIBRARY BOARD OF TRUSTEES

May 17 (Wed)	Demonstration of Information Access software, Library Board Room, 9:00 A.M.
June 3 - 7	American Booksellers Association, Chicago (Ammar)
Jun 5 (Mon)	Friends of the Library Board Meeting, 7:00 P.M. (Stark)
Jun 19 (Mon)	Library Board Meeting, 7:30 P.M.
Jun 22-29	American Library Association Annual Conference, Chicago
Jul 17 (Mon)	Library Board Meeting, 7:30 P.M.
Aug 21 (Mon)	Library Board Meeting, 7:30 P.M.
Sep 5 (Tues)	Friends of the Library Board Meeting, 7:00 P.M. (Masters)
Sep 7 (Thur)	Placentia Library Foundation Meeting, 11:30 A.M.
Sep 18 (Mon)	Library Board Meeting, 7:30 P.M.
Sep 19-22	California Special Districts Association Annual Conference, Huntington Beach
Oct 2 (Mon)	Friends of the Library Board Meeting, 7:00 P.M. (Shkoler)
Oct 16 (Mon)	Library Board Meeting, 7:30 P.M.
Nov 2 (Thur)	Placentia Library Foundation Meeting, 11:30 A.M.
Nov 6 (Mon)	Friends of the Library Board Meeting, 7:00 P.M. (Stark)
Nov	California Library Association Annual Conference
Nov 20 (Mon)	Library Board Meeting, 7:30 P.M.
Dec 4 (Mon)	Friends of the Library Board Meeting, 7:00 P.M. (Dinsmore)
Dec 18 (Mon)	Library Board Meeting, 7:30 P.M.
January 19-25	American Library Association Midwinter Meeting, San Antonio.
Mar 26-30	Public Library Association National Conference, Portland.
Jun 20-27	American Library Association Annual Conference, New York City.

**MINUTES
PLACENTIA LIBRARY DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
APRIL 17, 1995**

CALL TO ORDER

The Regular Meeting of the Placentia Library District Board of Trustees was called to order on April 17, 1995 at 7:30 P.M. by President Margaret Dinsmore.

ROLL CALL

Members Present: President Margaret Dinsmore; Secretary Sandra Stark; Trustees Ray Evans, Robin Masters and Al Shkoler; and Library Director Elizabeth Minter.

Members Absent: None

Others Present: Principal Librarian Suad Ammar; and Administrative Assistant Charlene Dumitru.

**ADOPTION OF
AGENDA**

Library Director Minter corrected the Agenda as follows:
General Consent Calendar (Items 18 - 26) is to read
General Consent Calendar (Items 18 - 27).

It was moved by Trustee Shkoler, seconded by Trustee Evans to adopt the Agenda as corrected.

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

MINUTES

Secretary Stark requested the Minutes of March 20, 1995, be corrected to list her as absent on the vote to "Receive and File Staff Reports" (Agenda Items 26 through 32).

It was moved by Trustee Shkoler, seconded by Trustee Evans to approve the Minutes of the Regular Meeting of March 20, 1995 as corrected.

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

It was moved by Secretary Stark, seconded by Trustee Evans to approve the Minutes of the Adjourned Regular Meeting of April 3, 1995 as presented.

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

**ORAL
COMMUNICATIONS**

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

**BOARD
PRESIDENT'S
REPORT**

President Dinsmore reported that the "Night of a Thousand Stars Great American Read Aloud" held on April 12, 1995 was very successful and an enjoyable experience for both the readers and audience.

**FRIENDS OF THE
LIBRARY**

Library Director Minter reported that the Friends of the Placentia Library donated \$1500.00 for the Children's Summer Reading Program. She discussed the Friends Booksale scheduled for May 18-21 and also referred the Board to the Friends report contained in the Board Agenda Book.

**LITERACY
VOLUNTEERS OF
AMERICA**

President Dinsmore referred to the Literacy Volunteers of America report contained in the Board Agenda Book.

**SANTIAGO
LIBRARY SYSTEM
ADVISORY BOARD**

Library Director Minter referred to the Santiago Library System Advisory Board Minutes of October 25, 1994. She reported that the System Advisory Board is continuing to work on the research project.

CLAIMS

It was moved by Trustee Shkoler, seconded by Trustee Evans to approve Agenda Items 9 through 11: Nonstandard Claims in the amount of \$0.00; Claims forwarded by the Library Director in the amount of \$979.69; and Current Claims and Payroll in the amount of \$106,524.85.

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

**FINANCIAL
REPORT**

It was moved by Secretary Stark, seconded by Trustee Evans to receive and file Agenda Items 12 through 17: Financial Reports for March, 1995; Office General Ledger & Check Registers for March, 1995; Overdue Collection Report for March, 1995; Debit Card System Reimbursement Report for March, 1995; and Gifts Report for March, 1995; and County of Orange Investment Pool Portfolio Summary, March, 1995.

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

**GENERAL
CONSENT
CALENDAR**

It was moved by Trustee Shkoler, seconded by Trustee Evans to receive, file and approve Agenda Items 18 through 27: Building Maintenance Report for March, 1995 (Receive & File); Personnel Report for March, 1995 (Receive, File and Ratify Appointments); Volunteer Report for March, 1995 (Receive & File); Circulation Report for March, 1995 (Receive & File); and Review of Status of the LSCA Title II Handicapped Remodeling Project (Receive & File); Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority (Receive & File); Submission of the Litter of Intent for Application to the California Department of Education for the Federal Adult Basic Education Grant (a.k.a. 321 Grant) for Fiscal Year 1995-1996 (Receive & File); Submission of the Annual Report of the Employee Benefit Plan (Pension Fund) Form 5500-C/R, as prepared by Plan Administrator Dun & Bradstreet, to the Internal Revenue Service (Receive & File); Adoption of Guidelines for the Families for Literacy Fund Funding Agreement with the California State Library Foundation, March 29, 1995 (Approve submission of Agreement; and receive and file the Guidelines and Funding Agreement); and Submission of Families for Literacy Grant Application to the State Library of California for Fiscal Year 1995-1996 (Receive, File and Approve Submission).

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

**FISCAL YEAR 1994-
1995 BUDGET**

Library Director Minter reported that a meeting of the Investors of the Orange County Investment Pool was held on April 12, 1995. The deadline for submission of Resolutions to Accept the County Proposal was changed from April 17, 1995 to April 18, 1995.

No Board action was taken.

**PUBLIC OFFICIALS
LIABILITY
INSURANCE
PROPOSALS FOR
1994-1995**

It was moved by Trustee Shkoler, seconded by Trustee Evans to approve renewal of directors and officers liability insurance coverage with Federal Insurance Company through Shipkey Insurance Agency at a rate of \$3,393.91 for May 1, 1995 through April 30, 1996.

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

It was moved by Trustee Masters, seconded by Secretary Stark to approve payment to Shipkey Insurance Agency in the amount of \$3,393.91 as listed on Claim 3267.

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

**STORAGE RENTAL
SPACE**

It was the consensus of the Board to inspect current storage facilities before reaching a decision on the rental of additional space and to continue this item until next month.

**TRAVEL
AUTHORIZATIONS**

It was moved by Trustee Shkoler, seconded by Trustee Evans to approve payment of registration fees at California State University, Fullerton, for classes in the Operations and Administration of Microcomputers in Libraries Certificate Program, as requested for Elizabeth Minter, Suad Ammar, Kay Schneider and Julie Shook.

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

It was moved by Trustee Masters, seconded by Trustee Evans to approve registration, airline and ground travel expenses for Suad Ammar to attend the American Bookseller's Association Conference and Exhibits in Chicago, June 11-5, 1995, at a cost not to exceed \$600.00

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

**EXTENSION OF
CONTRACT WITH
MUNSON,
CRONICK &
ASSOCIATES FOR
AUDIT SERVICES
FOR FISCAL YEAR
1994-1995**

It was moved by Secretary Stark, seconded by Trustee Shkoler to approve contract with Munson, Cronick & Associates for Audit Services for Fiscal Year 1994-1995 at an amount not to exceed \$2,950 without disclosure to the Library Director and presentation of a new fee estimate before incurring additional costs.

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

STAFF REPORTS

It was moved by Trustee Shkoler, seconded by Trustee Evans to receive and file Agenda Items 33 through 39: Acquisitions Report for March, 1995; Program Report for Month of March, 1995; Children's Services Report for Month of March, 1995; Publicity Materials produced for the Month of March, 1995; Placentia Library Literacy Services Report for Month of March, 1995; Families for Literacy Project Report for the Month of March, 1995; and Placentia Pride Committee Report for Month of March, 1995.

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

The Regular Meeting of the Board of Trustees of the Placentia Library adjourned at 8:56 P.M.

Sandra M. Stark, Secretary

TO: Elizabeth Minter, Library Director
FROM: Katie Matas, Literacy Coordinator *KLM*
DATE: April 26, 1995
SUBJECT: Library Board recognition of Ingram Micro Inc. donation to PLLS

BACKGROUND:

Placentia Library Literacy Services received a donation of \$500 from Ingram Micro Inc. to be used toward a new computer for PLLS students and tutors.

RECOMMENDATION:

Invite Laura Curran to the May 1995 Library Board meeting and present her with a certificate of appreciation for the donation.

TO: Library Board of Trustees

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

DATE: May 15, 1995

SUBJECT: Friends of the Library Report

The Board of Directors of the Friends of the Library met on Monday, April 3, 1995. Trustee Ray Evans and Library Director Elizabeth Minter attended the Meeting.

The Board discussed the National Library Week Readers' Program on April 12th and said that they would like to see it continue in future years. Staff thanked the Friends Board for providing and serving the refreshments and also for their attendance.

Library Staff will prepare the refreshments for the booksale setup workers at 8:00 A.M. on Thursday May 18th. Staff will also coordinate the placement of the new "Booksale Today" banner. The Board asked the staff to prepare bookmarks and flyers for the fall booksale for distribution at the upcoming booksale.

Most of the meeting was spent making final revisions to the proposed by-laws changes. The most significant change is the proposal that the annual meeting be held during April so that it may be a part of the Library's National Library Week festivities.

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *edm*
DATE: May 15, 1995
SUBJECT: **Placentia Library Foundation Report**

BACKGROUND:

The Board of Directors of the Placentia Library Foundation held a Regular Meeting on Thursday, May 4, 1995.

The Board elected Al Penry to membership.

Articles of Incorporation have been approved by the California Secretary of State. Subsequent to receiving the State approval the application for Federal tax exempt status was filed with the Internal Revenue Service.

Several of the Foundation Directors have made a tentative commitment to attend the National Society of Fund Raising Executives half-day continuing education program for Boards of Directors in Los Angeles on Monday, September 11, 1995.

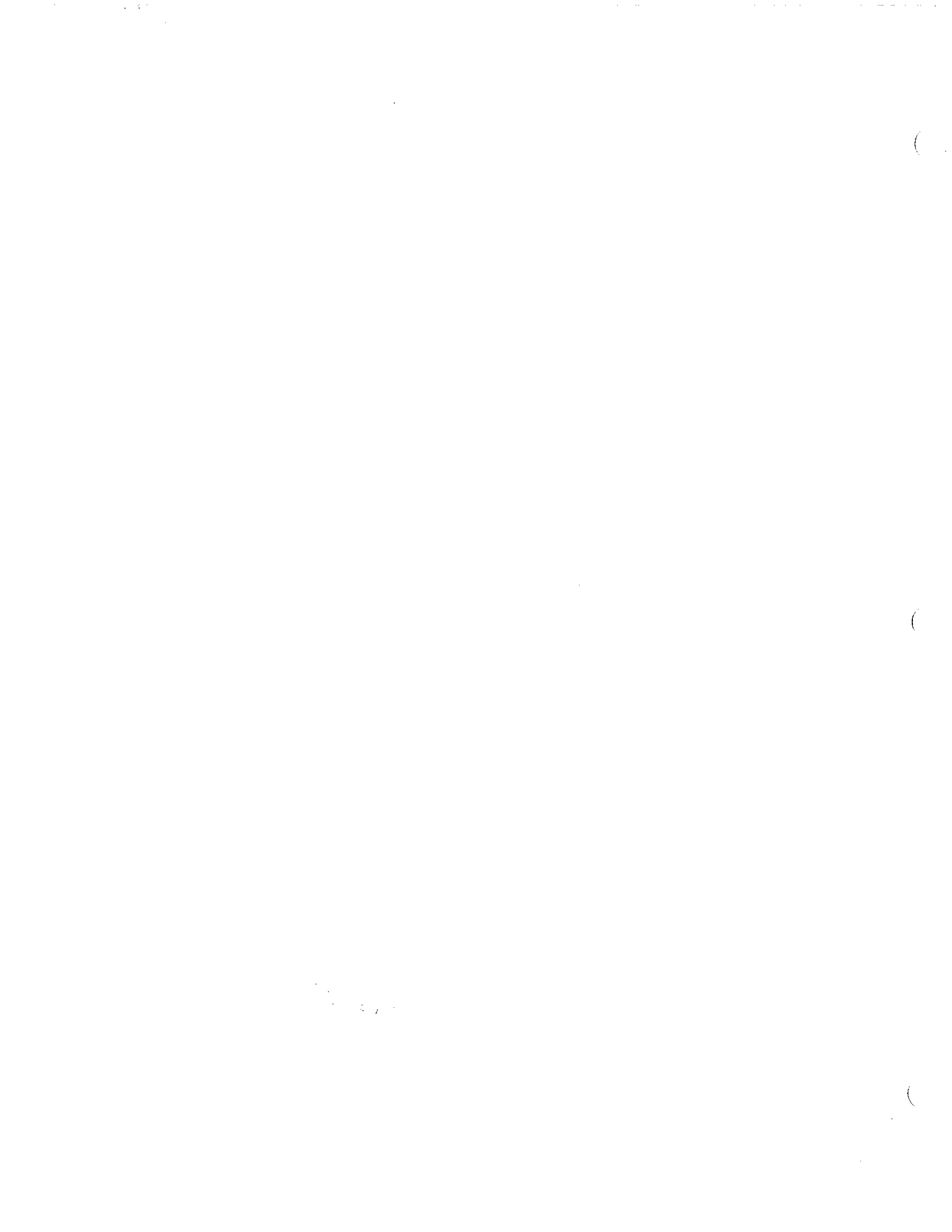
Standing committees were appointed as follows: Grant Committee (Pat Irot and Sandra Stark); Investment Committee (Chuck Munson and Al Penry); Planned Giving Committee (Fred West and David Hiskey; and the Annual Campaign (Sandra Stark, Pat Irot and Al Shkoler).

The Foundation continues to plan for the initiation of an annual fund campaign to begin by mid-1995. A draft letter has been submitted to a professional fundraising consultant who has volunteered his services through Sue and Fred West. Al Shkoler has volunteered to prepare the database management system and to consult about the computer configuration.

RECOMMENDATION:

That the purchase of computer modifications to accommodate the additional workload of the Foundation's database be paid by the Library from its County Exempt Fund at a cost not to exceed \$1,000.

Al Penry



PLACENTIA LIBRARY DISTRICT
Summary of Nonstandard Claims
May 15, 1995

DATE	REPORT NUMBER	AMOUNT
TOTAL		\$0.00

PLACENTIA LIBRARY DISTRICT
Summary of Claims Forwarded by the Library Director
May 15, 1995

DATE	REPORT NO.	AMOUNT
May 1, 1995	3273	\$3,209.17
TOTAL		\$3,209.17

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE May 1, 1995
REPORT NO 3273

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

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

APPROVED CLAIMS							A/C's Use Only	
Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objl/ Rev/ BS Acc	Sub Objl/ Rev	Rept Cat	AMOUNT	Doc Number	SC
N01074 Southern California Gas Co. P.O. Box C Monterey Park, CA 91756	April 24, 1995		2800	00		421.88		
N03645 CareAmerica 6300 Canoga Avenue Woodland Hills, CA 91367	May 1995		0300	00		2024.72		
N03648 Cascade Drinking Water P.O. Box 9179 Whittier, CA 90608-9179	April 23, 1995		1800	01		24.95		
N03650 Kinko's A/R Program P.O. Box 8033 Ventura, CA 93002-8033	Nov 7, 1994 004002067752		1800	01		9.70		
N03752 Pacific Bell Payment Center Van Nuys, CA 91388	April 17, 1995 528-1906		0700	00		124.47		
	April 19, 1995 996-2865		0700	01		17.80		
	April 17, 1995 528-8236		0700	01		18.07		
	April 7, 1995 253-0470		0700	01		139.45		
	April 4, 1995 524-9784		0700	01		15.15		
	April 17, 1995 528-6022		0700	07		15.45		
	April 4, 1995 524-8408		0700	08		33.57		
						363.96		

The claims listed above (totaling \$3,209.17) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY _____

COUNTERSIGNED BY _____

ATTESTED AND/OR COUNTERSIGNED BY _____

Page Total

3,209.17

PLACENTIA LIBRARY DISTRICT
 Current Claims and Payroll
 May 15, 1995

TYPE	REPORT NUMBER	AMOUNT
Immediately	3274	2,393.51
Subtotal for Immediately		2,393.51
Regular	3275	371.92
	3276	2,079.06
	3277	6,735.13
	3278	900.26
	3279	1,694.43
	3280	2,904.11
	3281	82.63
	3282	622.92
Subtotal for Regular		15,390.46
TOTAL CURRENT CLAIMS		17,783.97
Payroll	3283	19,034.68
	3284	19,034.68
Subtotal for Payroll		38,069.36
	TOTAL	55,853.33

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE May 15, 1995
REPORT NO 3274

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

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

APPROVED CLAIMS							A.C.'s Use Only	
Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Obj/ Rev/ BS Acct	Sub Obj/ Rev	Rept Cat	AMOUNT	Doc	SC
							Number	
N01860 Reann Electric 379 E. 20th Street Costa Mesa, CA 92627	April 1995		1400	00		270.00		
	May 1995		1400	00		270.00		
						540.00		
N03646 Vison Service Plan Attn: Stefanie Gunnels P.O. Box 45210 San Francisco, CA 94145-5210	May 1995		0300	00		115.10		
N03659 Southern California Water 130 N. Bradford Avenue Placentia, CA 92670	Apr. 28, 1995		2800	00		136.88		
N03752 Pacific Bell Payment Center Van Nuys, CA 91388	May 4, 1995		0700	01		15.15		
	524-9784							
	May 4, 1995		0700	08		28.03		
	524-8408					43.18		
N03825 Dept 91 - 2504992996 Staples Credit Plan P.O. Box 182378 Columbus, OH 43218-2378	April, 1995		1800	00		71.10		
	April 27, 1995		1800	00		156.17		
						227.27		
N06555 Principal Mutual P.O. Box 10328 Des Moines, IA 50306	May, 1995		0300	00		381.08		
N06785 Hector Vargas Cleaning Service 318 N. Capistrano Placentia, CA 92670	May 7, 1995		1400	00		950.00		
PLEASE PAY IMMEDIATELY								

The claims listed above (totaling \$ 2,393.51) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY _____ COUNTERSIGNED BY _____ ATTESTED AND/OR COUNTERSIGNED BY _____

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

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

APPROVED CLAIMS							A/C's Use Only	
Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Obj/ Rev/ BS Accf	Sub Obj/ Rev	Rept Cat	AMOUNT	Doc Number	SC
N01889 Connect, Inc. 515 Ellis Street Mt. View, CA 94043-2242	March 31, 1995 144950503		0700	07		18.69		
N03653 Bear State 13321 Alondra Blvd. #N Santa Fe Springs, CA 90670	April 25, 1995 38341		1400	00		117.42		
N03655 Spicers Paper, Inc. 1298 N. Bluegum Street Anaheim, CA 92805	April 20, 1995 441819		1800	00		55.22		
N03656 Pacific Clippings P.O. Box 11789 Santa Ana, CA 92711	April 28, 1995		1900	00		32.71		
N03833 BroDart Co. 1609 Memorial Avenue Willaimsport, PA 17705	April 20, 1995 527797		1800	00		96.34		
N03847 OCLC, Inc. Dept 630 Columbus, OH 53265-0630	March 31, 1995 507896		0700	02		8.19		
N05030A AT&T P.O. Box 10192 Van Nuys, CA 91410-0192	April 16, 1995 April 16, 1995 April 16, 1995 April 16, 1995		0700	00		27.34 5.15 1.81 9.05 43.35		

The claims listed above (totaling \$ 371.92) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY _____

COUNTERSIGNED BY _____

ATTESTED AND/OR COUNTERSIGNED BY _____

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE May 15, 1995
REPORT NO 3276

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

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

APPROVED CLAIMS							A/C's Use Only	
Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/	Sub Objt/ Rev	Rept Cat	AMOUNT	Doc	SC
			BS Acct				Number	
N06569 Demco Supply, Inc. P.O. Box 7488 Madison, WI 53707-7488	April 20, 1995 D248347		1800	00		48.96		
	April 17, 1995 D253368		1800	00		<u>24.12</u> 73.08		
N06573 First American Trust Company 421 N. Main Street Santa Ana, CA 92702	April 7, 1995		1900	00		649.09		
N06965 Paychex, Inc. P.O. Box 25159 Santa Ana, CA 92799-5159	April 27, 1995 19950427		1900	00		176.60		
N09111A Ebsco P.O. Box 92901 Los Angeles, CA 90009-2901	Sept 3, 1994 0092182		2400	04		398.03		
	Nov. 13, 1994 CM 042649		2400	04		<u>(344.09)</u> 53.94		
N09141 Dick's Lock & Safe 602 W. Chapman #F Placentia, CA 92670	April 19, 1995 74176		1400	00		55.19		
N09163 Manwill Plumbing Company 3940 Prospect Ave., Unit D Yorba Linda, CA 92686-1749	April 15, 1995 21368		1400	00		325.00		
	March 24, 1995 20803		1400	00		<u>84.57</u> 409.57		
N09166 American Booksellers Assoc. 828 S. Broadway Tarrytown, NY 10591	April 20, 1995		1600	00		125.00		

The claims listed above (totaling \$ 2,079.06) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

Page Total

2,079.06

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE May 15, 1995
REPORT NO 3277

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

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

APPROVED CLAIMS							A/C's Use Only	
Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/	Sub Objt/ Rev	Rept Cat	AMOUNT	Doc	SC
			BS Acct				Number	
N00642A Employment Development Dept. ATTN: Cashier-RB P.O. Box 826219 Sacramento, CA 94230-6219	May 10, 1995		0310	00		91.00		
N01035 City of Placentia 401 E. Chapman Avenue Placentia, CA 92670	May 8, 1995		1400	00		720.60		
			1400	00		765.00		
			2800	00		<u>3,655.84</u>		
						5,141.44		
N01889 Connect Inc. 515 Ellis Street Mt. View, CA 94043-2242	April 30, 1995 144950504		0700	07		16.31		
N03644 Charlene Dumitru 411 E. Chapman Placentia, CA 92670	April 1995		2700	01		14.25		
N03660 Elizabeth D. Minter (petty cash) Placentia Library District 411 E. Chapman Placentia, CA 92670	May 15, 1995		0900	09		13.38		
			1800	00		125.74		
			1803	00		144.00		
			2700	01		220.00		
			2700	07		<u>544.81</u>		
						1,047.93		
N03833 Brodart Automation P.O. Box 3488 Williamsport, PA 17705	April 27, 1995 A19748		0700	05		423.82		
N03847 OCLC Dept 630 Columbus, OH 43265-0630	April 30, 1995 509261		0700	02		0.38		

The claims listed above (totaling \$ 6,735.13) 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 May 15, 1995
REPORT NO 3278

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

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

APPROVED CLAIMS							A/C's Use Only	
Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Obj/ Rev/ BS Acc	Sub Obj/ Rev	Rept Cat	AMOUNT	Doc Number	SC
N06556 Continental Casually Co. Spec. Risks - Kansas City P.O. box 95033 Chicago, IL 60694	May 1995		0300	00		207.67		
N06557 Care Resources, Inc. 9550 Warner Avenue, STE 228 Fountain Valley, CA 92708	May 1995		1900	00		35.00		
N06638 Certified Termite & Pest Control 1890 Miraloma Ave., STE B Placentia, CA 92670	April 28, 1995 0595-000017		1400	00		175.00		
N06667 Upstart W5527 Highway 106 P.O. Box 800 Fort Atkinson, WI 53538-0800	April 25, 1995 3535507-001		1800	00		19.61		
N06671 MD Medical Clinics P.O. Box 66012 Anaheim, CA 92816-0612	May 1, 1995		1900	00		380.00		
N06738 Suad Ammar 411 E. Chapman Avenue Placentia, CA 92670	April 1995		2700	01		21.50		
N06901 Margaret V. Dlnsmore 411 E. Chapman Avenue Placentia, CA 92670	May 1995		2700	02		61.48		

The claims listed above (totaling \$ 900.26) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY _____

COUNTERSIGNED BY _____

ATTESTED AND/OR COUNTERSIGNED BY _____

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE May 15, 1995
REPORT NO: 3279

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

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

APPROVED CLAIMS							A.C.'s Use Only	
Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Obj/ Rev/ BS Acct	Sub Obj/ Rev	Rept Cat	AMOUNT	Doc	SC
							Number	
N03648 Groller Publishing Company 5440 North Cumberland Avenue Chicago, IL 60656	April 10, 1995 227446		2400	01		196.20		
	N03828 Baker & Taylor Dept 4150 Los Angeles, CA 90096-4160	April 4, 1995 DO4924733R April 24, 1995 D24 6043 April 12, 1995 D12 6038 April 14, 1995 D14 6032		2400	01	205.93 201.41 188.94 <u>388.36</u> 984.64		
N03833 BroDart Co. 500 Arch Street Williamsport, PA 17705	April 17, 1995 U851776		2400	01		17.70		
	U851780		2400	01		36.67		
	April 28, 1995 U872665		2400	01		34.21		
	U872664		2400	01		31.75		
	U872667		2400	01		<u>35.47</u> 155.80		
N03842 Ingram Library Services P.O. Box 845361 Dallas, TX 75284-5361	April 27, 1995 21674383		2400	01		232.83		
	May 5, 1995 21755571		2400	01		16.14		
	May 5, 1995 2175572		2400	01		<u>86.32</u> 335.29		
N03845 Marshall Cavendish P.O. Box 587 North Bellmore, NY 11710	April 11, 1995 R 294421		2400	01		22.50		

The claims listed above (totaling \$ 1694.43) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY _____

COUNTERSIGNED BY _____

ATTESTED AND/OR COUNTERSIGNED BY _____

Page Total

1,694.43

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE May 15, 1995
REPORT NO 3280

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

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

APPROVED CLAIMS							A/C's Use Only	
Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Obj/ Rev/ BS Accf	Sub Obj/ Rev	Rept Cat	AMOUNT	Doc Number	SC
N06737 Facts on File, Inc. 460 Park Avenue South New York, NY 10016-7382	March 31, 1995 68859		2400	01		580.00		
N06771 The H. W. Wilson Company 950 University Avenue Bronx, NY 10452	April 8, 1995 96841257		2400	01		328.81		
N06897 Information Plus 2812 Exchange Street Wylie, TX 75098-9990	May 1, 1995 9519284-IN		2400	01		98.02		
N06945 Business Reference Services P.O. Box 75918 Chicago, IL 60675-5918	Feb. 1, 1995 0116363-95		2400	01		913.68		
	Mar 1, 1995 0066593-95		2400	01		487.73		
	0077925095		2400	01		495.87		
						1,897.28		

The claims listed above (totaling \$2904.11) 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 May 15, 1995
REPORT NO 3281

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

THE COUNTY AUDITOR IS AUTHORIZED TO DRAW
HIS CHECK FROM FUND 702

APPROVED CLAIMS							A/C's Use Only	
Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Obj/ Rev/ BS Acc	Sub Obj/ Rev	Rept Cat	AMOUNT	Doc Number	SC
N03660A Elizabeth D. Minter Placentia Library District 411 E. Chapman Placentia, CA 92670	May 15, 1995		1300	00		82.63		

The claims listed above (totaling \$ 82.63) 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

82.63

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE May 15, 1995
REPORT NO 3282

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

THE COUNTY AUDITOR IS AUTHORIZED TO DRAW
HIS CHECK FROM FUND 702

APPROVED CLAIMS							A.C.'s Use Only	
Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objl/ Rev/	Sub Objl/ Rev	Rept Cat	AMOUNT	Doc	SC
			BS Accf				Number	
N09114 Jeannine Walters 411 E. Chapman Placentia, CA 92670	April 1995		2700	01		2.50		
	April 1995		2700	01		2.40		
	April 1995		2700	01		3.40		
	March 1995		2700	01		4.63		
	Pre-Petition 12/696-3/30/95		2700	01		8.00		
				2700	01		<u>10.80</u>	
						31.73		
Orange County Fire Authority P.O. Box 1828 Orange, CA 92668-0828	April 21, 1995		3700	00		181.00		
MobileComm 101 S. First St., STE 300 Burbank, CA 91502	May 5, 1995		0700	01		10.56		
	91215610595							
Crabtree Publishing Company 350 Fifth Avenue, STE 3308 New York, NY 10118	Apr 15, 1995							
	87636		2400	01		192.92		
	Apr 19, 1995							
	87356		2400	01		<u>206.71</u>		
						399.63		

The claims listed above (totaling \$ 622.92) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY _____

COUNTERSIGNED BY _____

ATTESTED AND/OR COUNTERSIGNED BY _____

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE May 15, 1995
REPORT NO 3283

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

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

APPROVED CLAIMS							A/C's Use Only	
Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Accf	Sub Objt/ Rev	Rept Cat	AMOUNT	Doc Number	SC
BANK OF AMERICA Placentia Branch 760 for the Placentia Library Account # 07605-80156 Route # 121000358	May 15, 1995 Pay # 12		0100-	00		17,682.00		
	May 26, 1995 June 8, 1995							
	FICA		0200-	00		<u>1,352.67</u>		
			TOTAL			19,034.68		
PLEASE WIRE ON THURSDAY, JUNE 8, 1995								

The claims listed above (totaling \$ 19,034.67) 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

19,034.67

LOCALLY GOVERNED DISTRICT
CLAIMS TRANSMITTED FOR PAYMENT

DATE May 15, 1995
REPORT NO 3284

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

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

APPROVED CLAIMS							A C's Use Only	
Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Obj/ Rev/ BS Acct	Sub Obj/ Rev	Rept Cat	AMOUNT	Doc Number	SC
BANK OF AMERICA Placentia Branch 760 for the Placentia Library Account # 07605-80156 Route # 121000358	May 15, 1995 Pay # 13		0100-	00		17,682.00		
	June 9, 1995 June 22 1995							
	FICA		0200-	00		1,352.67		
			TOTAL			19,034.68		
PLEASE WIRE ON THURSDAY, JUNE 22, 1995								

The claims listed above (totaling \$ 19,034.67) 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

19,034.67

Fund Balance Report
 Fiscal Year 1994-1995
 May 15, 1995

Pre-Petition Balances
 Funds Frozen in the Orange County Investment Pool Bankruptcy

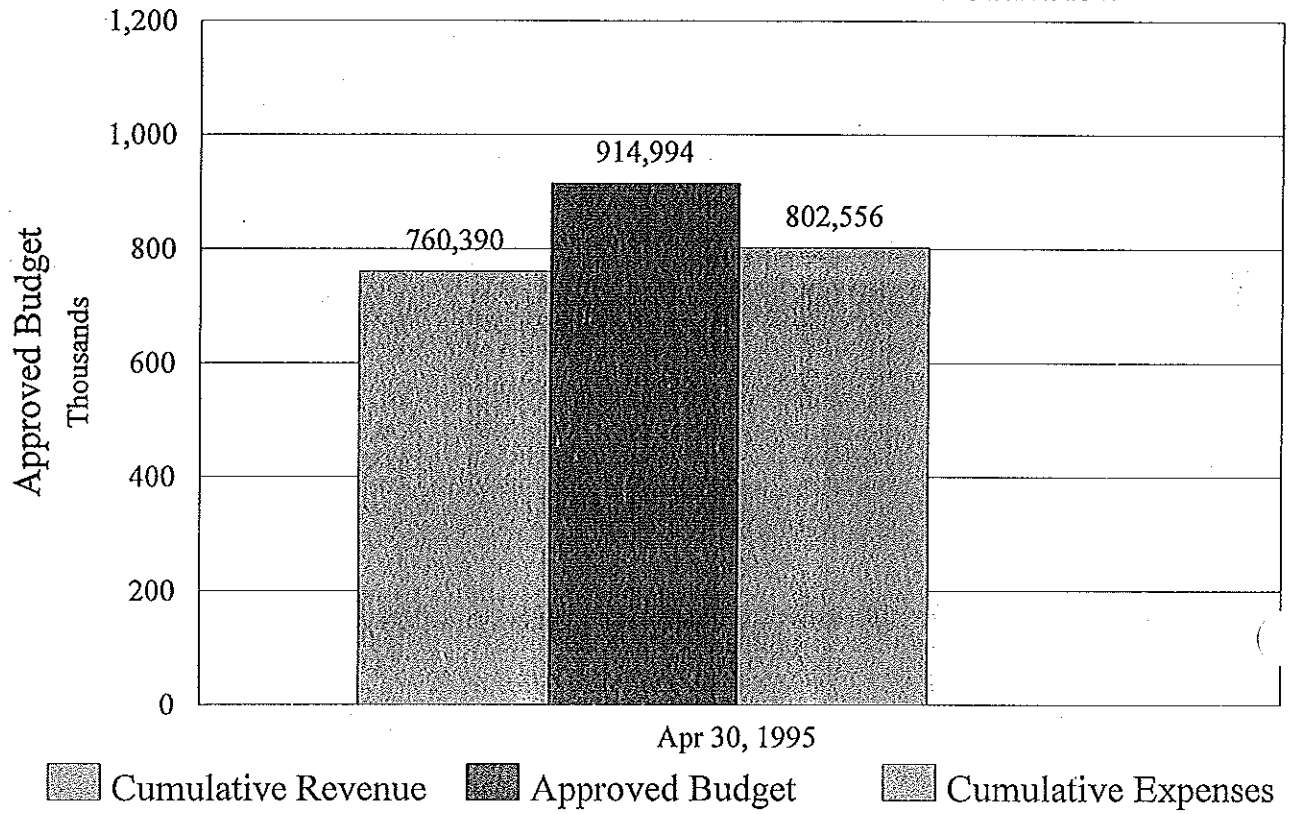
	Fund 702	Fund 703	Fund 706	Fund 707	Fund 708	TOTAL	TOTAL
	Maj Equip/Struc	Auto Replac	Bond Redempt	General Fund	Sick Lv Payoff	ALL FUNDS	EXCL GEN FUND
Jun 30, 1994	103,127.76	56,387.39	291,157.38	368,800.80	7,234.80	826,708.13	457,907.33
Jul 31, 1994	102,300.76	56,387.39	291,157.38	322,354.37	7,234.80	779,434.70	457,080.33
Aug 31, 1994	97,677.22	56,387.39	291,157.38	237,226.00	7,234.80	689,682.79	452,456.79
Sep 30, 1994	103,141.36	57,423.96	260,612.69	220,994.61	7,367.79	649,540.41	428,545.80
Oct 31, 1994	102,398.96	57,423.96	260,612.69	150,265.21	7,367.79	578,068.61	427,803.40
Nov 30, 1994	102,748.96	57,423.96	260,612.69	140,726.62	7,367.79	568,880.02	428,153.40
Dec 31, 1994	102,748.96	57,423.96	260,612.69	140,726.62	7,367.79	568,880.02	428,153.40
Jan 31, 1995	102,748.96	57,423.96	260,612.69	140,726.62	7,367.79	568,880.02	428,153.40
Feb 28, 1995	102,748.96	57,423.96	260,612.69	98,839.62	7,367.79	526,993.02	428,153.40
Mar 31, 1995	102,748.96	57,423.96	260,612.69	98,839.62	7,367.79	526,993.02	428,153.40
Apr 30, 1995	102,748.96	57,423.96	260,612.69	98,839.62	7,367.79	526,993.02	428,153.40
May 31, 1995						0.00	0.00
Jun 30, 1995						0.00	0.00
Petty Cash	0.00	0.00	0.00	1,000.00	0.00	1,000.00	0.00
General Reserves	47,000.00	29,860.00	204,099.00	368,801.00	0.00	649,760.00	280,959.00

Post-Petition Balances (Actual Cash Available)

	Fund 702	Fund 703	Fund 706	Fund 707	Fund 708	TOTAL	TOTAL
	Maj Equip/Struc	Auto Replac	Bond Redempt	General Fund	Sick Lv Payoff	ALL FUNDS	EXCL GEN FUND
Jun 30, 1994	103,127.76	56,387.39	291,157.38	368,800.80	7,234.80	826,708.13	457,907.33
Jul 31, 1994	102,300.76	56,387.39	291,157.38	322,354.37	7,234.80	779,434.70	457,080.33
Aug 31, 1994	97,677.22	56,387.39	291,157.38	237,226.00	7,234.80	689,682.79	452,456.79
Sep 30, 1994	103,141.36	57,423.96	260,612.69	220,994.61	7,367.79	649,540.41	428,545.80
Oct 31, 1994	102,398.96	57,423.96	260,612.69	150,265.21	7,367.79	578,068.61	427,803.40
Nov 30, 1994	102,748.96	57,423.96	260,612.69	140,726.62	7,367.79	568,880.02	428,153.40
Dec 31, 1994	0.00	0.00	0.00	173,593.27	0.00	173,593.27	0.00
Jan 31, 1995	0.00	0.00	0.00	178,501.32	0.00	178,501.32	0.00
Feb 28, 1995	0.00	0.00	0.00	140,651.27	0.00	140,651.27	0.00
Mar 31, 1995	0.00	0.00	0.00	64,571.73	0.00	64,571.73	0.00
Apr 30, 1995	0.00	0.00	0.00	227,795.76	0.00	227,795.76	0.00
May 31, 1995						0.00	0.00
Jun 30, 1995						0.00	0.00

PLACENTIA LIBRARY DISTRICT

Fiscal Year 1994-1995 General Fund Cash Flow



PLACENTIA LIBRARY DISTRICT
Revenue held in General Fund Petty Cash Accounts
SUMMARY BY MONTH - NOVEMBER 9, 1994 to APRIL 30, 1995

DATE	REVENUE STATE DIR & ILL LOAN 6970-00	REVENUE STATE Found. Funds 6970-01	REVENUE STATE CLC GRANT 6970-02	REVENUE STATE FFL GRANT 6970-03	SUBTOTAL STATE REVENUE	REVENUE OTHER REVENUE 7870-00	SUBTOTAL STATE & OTHER REVENUE	EXPENSE Reimbursement 1800-00	EXPENSE Postage 1803-00	EXPENSE Spec. Dept. Reimbursement 2400-03	EXPENSE Travel 2700-01	TOTAL
NOVEMBER					2,015.82		2,015.82					2,015.82
DECEMBER	1,434.29				1,434.29	2,051.55	3,485.84		21.00			3,506.84
JANUARY	1,487.42		9,185.00		10,672.42	2,984.65	13,657.07			91.16		13,748.23
FEBRUARY				11,500.00	11,500.00	2,318.48	13,818.48	75.00	12.00	1,100.00		15,005.48
MARCH	4,621.24	16,036.00			20,657.24	5,130.37	25,787.61	12.00	24.26			25,823.87
APRIL	3,534.30				3,534.30	3,104.51	6,638.81		11.50		228.00	6,878.31
					0.00	0.00	0.00					0.00
					0.00	0.00	0.00					0.00
					0.00	0.00	0.00					0.00
TOTALS	11,077.25	16,036.00	9,185.00	11,500.00	47,798.25	17,605.38	65,403.63	87.00	68.76	1,191.16	228.00	66,978.55



PLACENTIA LIBRARY DISTRICT
REVENUE REPORT FOR FUND 707
(Prepared from the Orange County Auditor's Report)
May 15, 1995

OBJECT CODE	DESCRIPTION	FY1994-95 BUDGETED	FY1994-95 YTD	FY1993-94 YTD	FY1994-95 APR 1995	FY1993-94 APR 1994	FY94 YTD % OF BUD
6210-00	Prop. Taxes - current secured	700,000.00	644,816.41	487,558.06	217,751.32	82,709.61	92.12%
6210-01	Public Utility	24,500.00	12,598.32	12,279.13	0.00	0.00	51.42%
6210-04	Tester Plan - current delinquent	0.00	0.00	0.00	0.00	0.00	
	TOTAL PROP. TAXES - CURRENT SECURED	724,500.00	657,414.73	499,837.19	217,751.32	82,709.61	90.74%
6220	PROP. TAXES - CURRENT UNSECURED	50,000.00	44,327.82	46,171.24	0.00	0.00	88.66%
6230-00	Prop. Taxes - Prior Secured	50,000.00	(269.26)	0.00	0.00	0.00	
6230-01	Prior year's secured final apportionment	0.00	7,532.49	9,463.11	0.00	0.00	
6230-02	Secured prior years	0.00	0.00	6,574.25	0.00	0.00	
6230-03	Tax deed land sales	0.00	0.00	0.00	0.00	0.00	
6230-04	Tester Plan buyout - FY1993-1994 only	0.00	0.00	66,022.50	0.00	0.00	
6230-10	Release of impounds	0.00	0.00	6,629.00	0.00	0.00	
6230-11	(1994 ERAF Refund)	0.00	0.00	0.00	0.00	0.00	
	TOTAL PROP. TAXES - PRIOR SECURED	50,000.00	7,263.23	88,688.86	0.00	0.00	14.53%
6240	TOTAL PROP. TAXES PRIOR UNSECURED	0.00	378.37	0.00	0.00	0.00	
6250	TAXES - SPECIAL DISTRICT AUGMENTATION	0.00	0.00	0.00	0.00	0.00	
6260	PENALTIES & COSTS ON DELINQUENT TAXES	2,500.00	0.00	2,158.05	0.00	0.00	
6280-00	Property taxes current supplemental	30,000.00	1,908.66	6,969.66	0.00	0.00	6.36%
6280-01	Final supplemental for prior years	0.00	108.22	979.06	0.00	0.00	
	TOTAL PROP. TAXES SUPPLEMENTAL - CURRENT	30,000.00	2,016.88	7,948.72	0.00	0.00	
6300	PROP. TAXES SUPPLEMENTAL - PRIOR	3,750.00	2,312.00	3,644.24	0.00	0.00	61.65%
	TOTAL TAXES	860,750.00	713,713.03	648,448.30	217,751.32	82,709.61	82.92%
6610-00	Interest	25,000.00	6,722.46	17,877.54	0.00	0.00	26.89%
6610-01	Interest - old bond fund	0.00	0.00	0.00	0.00	0.00	
6610-23	Interest on impounded taxes released	0.00	0.00	0.00	0.00	0.00	
	TOTAL INTEREST	25,000.00	6,722.46	17,877.54	0.00	0.00	26.89%
6690	STATE - HOMEOWNER PROP TAX RELIEF	14,000.00	7,326.01	6,996.40	0.00	0.00	52.33%
6970-00	State - ILL & Direct Loan Reimbursement	40,000.00	8,043.93	32,017.00	0.00	5,703.01	20.11%
6970-01	State - CA Foundation Funds	13,000.00	0.00	15,625.00	0.00	15,625.00	0.00%
6970-02	State - CA Literacy Campaign	10,000.00	0.00	11,158.00	0.00	0.00	0.00%
6970-03	State - Family Literacy	22,000.00	11,500.00	23,000.00	0.00	0.00	52.27%
6970-04	State - Dept of Education 321 Grant	0.00	3,294.00	0.00	0.00	0.00	
6970-05	State - LSCA II Grant	0.00	0.00	0.00	0.00	0.00	
697-007	State - Timber Yield Apport	0.00	0.00	0.00	0.00	0.00	
	TOTAL STATE - OTHER GOVERNMENTAL	85,000.00	22,837.93	81,800.00	0.00	21,328.01	26.87%
7670-00	LOCAL REVENUE	36,500.00	10,540.28	29,124.09	0.00	5,255.43	28.88%
7680	6-MONTH EXPIRED (OUTLAWED) CHECKS	0.00	(749.63)	(8,185.35)	12.50	(1,183.54)	
7810	TRANSFER FROM OTHER LIBRARY FUNDS	76,743.00	0.00	0.00	0.00	0.00	
	FUND 707 TOTAL	1,097,993.00	760,390.08	776,060.98	217,763.82	108,109.51	69.25%

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
May 15, 1995

OBJECT CODE	DESCRIPTION	FY1994-95 BUDGETED	FY1994-95 YTD	FY1993-94 YTD	FY1994-95 APR 1995	FY1993-94 APR 1994	FY94 YTD % OF BUD
0100	Salaries & Wages	499,767.00	429,038.00	474,886.10	35,364.00	38,200.00	85.85%
0200	Retirement	76,894.00	66,487.24	83,947.88	2,705.34	2,930.00	86.47%
	Health Insurance/Care America	24,466.00	14,211.10	24,763.02	(558.92)	2,740.02	58.09%
	Long Term Disability	2,730.00	2,076.70	2,905.49	207.67	204.00	76.07%
	Vision Service Plan	1,615.00	1,033.49	1,482.92	115.10	191.03	63.99%
	Dental	4,696.00	3,456.94	4,815.75	381.08	482.27	73.61%
0300	Total Employee Insurance	33,507.00	20,778.23	33,967.18	144.93	3,617.32	62.01%
0310	Unemployment Insurance	2,500.00	324.46	4,160.31	0.00	0.00	12.98%
0350	Workers Compensation - General	7,750.00	2,898.00	1,838.32	0.00	0.00	37.39%
	TOTAL SALARIES & EMPLOYEE BENEFITS	620,418.00	519,525.93	598,799.79	38,214.27	44,747.32	83.74%
0700-00	Communications - Telephone	3,500.00	1,479.17	3,117.06	128.48	428.12	42.26%
0700-01	Communications - Modem/Fax	0.00	2,116.04	0.00	36.38		
0700-02	Communications - Internet/Database	0.00	418.65	0.00	0.00		
0700-05	Communications - Cataloging & Acquisitions Vendor	5,100.00	4,472.55	42,182.14	423.82	37,736.11	
0700-07	Communications - 321 Grant	0.00	68.30	0.00	33.12		
0700-08	Communications - Adult Literacy	9,500.00	455.71	433.41	0.00	32.36	47.97%
	Total Communications	9,550.00	9,010.42	45,732.61	621.80	38,196.59	94.35%
0900-00	Food - General Fund	100.00	147.33	1.99	0.00	1.99	147.33%
0900-07	Food - 321 Grant	0.00	0.00		0.00		
0900-08	Food - Adult Literacy	0.00	30.43		0.00		
0900-009	Food - Family Literacy	0.00	22.36	124.45	0.00	0.00	200.12%
	Total Food	100.00	200.12	126.44	0.00	1.99	
1000-00	Household Expense	4,500.00	3,177.16	2,706.99	1,008.63	916.50	70.60%
1100-00	Insurance	18,500.00	15,223.66	18,374.25	3,393.91	3,575.00	82.29%
1300-00	Maintenance of Equipment - General Fund	7,500.00	5,294.69	6,793.53	828.66	312.55	70.60%
1300-07	Maintenance of Equipment - 321 Grant	0.00	0.00		0.00		
1300-08	Maintenance of Equipment - Adult Literacy	0.00	969.00		0.00		
1300-09	Maintenance of Equipment - Family Literacy	0.00	0.00		0.00		
	Total Maintenance of Equipment	7,500.00	6,263.69	6,793.53	828.66	312.55	70.60%

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
May 15, 1995

OBJECT CODE	DESCRIPTION	FY1994-95 BUDGETED	FY1994-95 YTD	FY1993-94 YTD	FY1994-95 APR 1995	FY1993-94 APR 1994	FY94 YTD % OF BUD
1400-00	Other	500.00	3,464.32	(832.54)	3,197.87	4,807.39	83.21%
	Total Maintenance of Building & Grounds	43,850.00	36,485.61	32,202.98	3,197.87	4,807.39	692.86%
1600-00	Memberships - General Fund	3,000.00	1,965.00	2,860.00	0.00	390.00	65.50%
1600-07	Memberships - 321 Grant	0.00	0.00	0.00	0.00	0.00	
1600-08	Memberships - Adult Literacy	0.00	135.00	0.00	0.00	0.00	
1600-09	Memberships - Family Literacy	0.00	0.00	0.00	0.00	0.00	
	Total Memberships	3,000.00	2,100.00	2,860.00	0.00	390.00	70.00%
1700-00	Miscellaneous Expense - General Fund	0.00	0.00	2,439.95	0.00	0.00	
1700-07	Miscellaneous Expense - 321 Grant	0.00	0.00	0.00	0.00	0.00	
1700-08	Miscellaneous Expense - Adult Literacy	0.00	0.00	0.00	0.00	0.00	
1700-09	Miscellaneous Expense - Family Literacy	0.00	0.00	0.00	0.00	0.00	
	Total Miscellaneous Expense	0.00	0.00	2,439.95	0.00	0.00	
	Library Supplies	6,500.00	3,688.40	2,961.95	126.35	1,303.00	56.74%
	Printing	9,000.00	6,957.26	7,322.18	16.16	381.17	77.50%
	EZ Copy - copy cards for sale to patrons	0.00	0.00	0.00	0.00	0.00	
	Publications	1,000.00	632.17	180.00	67.50	0.00	63.22%
	Paper	900.00	718.55	672.00	136.29	0.00	79.84%
	Drinking Water Service	325.00	249.50	224.55	24.95	24.95	76.77%
	Other Office Supplies	5,500.00	4,774.73	3,911.58	204.94	570.18	86.81%
1800-00	Total Office Supply Expense - General Fund	23,225.00	17,020.61	15,272.26	576.19	2,279.30	73.29%
1800-07	Literacy Dept Educ 321 Grant Supply Expense	0.00	0.00	0.00	0.00	0.00	
	Printing	2,800.00	2,442.11	2,831.90	0.00	22.63	87.22%
	Publications	0.00	1,582.86	0.00	0.00	0.00	
	Paper	50.00	0.00	12.31	0.00	0.00	0.00%
	Other Office Supplies	1,800.00	173.48	422.03	0.00	245.60	9.64%
1800-08	Total Adult Literacy Office Supply Expense	4,650.00	4,198.45	3,266.24	0.00	268.23	90.29%
1800-09	Family Literacy Supply Expense	4,800.00	2,054.63	966.94	202.95	108.53	42.80%
	Total Office Expense	32,675.00	23,273.69	19,505.44	779.14	2,656.06	71.23%

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
May 15, 1995

OBJECT CODE	DESCRIPTION	FY1994-95 BUDGETED	FY1994-95 YTD	FY1993-94 YTD	FY1994-95 APR 1995	FY1993-94 APR 1994	FY94 YTD % OF BUD
1803-00	Postage Expense - General Fund	2,000.00	1,235.12	(16.93)	1.94	238.02	61.76%
1803-04	Postage Expense - LSCA II Grant	0.00	19.95		0.00		
1803-08	Postage Expense - Adult Literacy	700.00	150.42	616.69	0.00	137.00	21.49%
1803-09	Postage Expense - Family Literacy	0.00	114.84	225.00	0.00	0.00	
	Total Postage Expense	2,700.00	1,520.33	824.76	1.94	375.02	56.31%
	Care Resources (Employee Assistance)	650.00	210.00	350.00	35.00	70.00	32.31%
	Pension Contribution & Operating Expenses	5,500.00	4,991.41	4,487.59	150.00	0.00	90.75%
	Anaheim Library Automated System	40,000.00	647.83	80.00	0.00	0.00	1.62%
	Clipping Service	375.00	327.10	292.39	32.71	0.00	87.23%
	Tax Collection Services & Fees by Orange County	250.00	138.85	304.90	0.00	0.00	55.54%
	Advertising	400.00	47.97	97.50	0.00	0.00	11.99%
	Medical Exams	525.00	475.00	457.00	95.00	0.00	90.48%
	Collection Services - Accounts Receivable	500.00	3,700.00	0.00	0.00	0.00	740.00%
	Audit	3,200.00	3,255.00	3,200.00	0.00	0.00	101.72%
	Payroll Preparation	2,800.00	2,063.05	4,556.75	260.28	306.30	73.68%
	Election Expenses	13,000.00	0.00	0.00	0.00	0.00	0.00%
	Staff Training in Library	0.00	0.00	0.00	0.00	0.00	
	Other	8,000.00	2,036.61	4,690.56	42.91	1,014.30	25.46%
	Total Specialized Services - General Fund	75,200.00	17,892.82	18,516.69	615.90	1,391.20	23.79%
1900-00	Specialized Services - LSCA II Grant	0.00	10,574.71	0.00	0.00	0.00	
1900-07	Specialized Services - 321 Grant	0.00	0.00	150.00	0.00	150.00	
1900-08	Specialized Services - Adult Literacy	1,200.00	1,990.01		25.00		165.83%
1900-09	Specialized Services - Family Literacy	1,200.00	105.00	0.00	10.00	0.00	8.75%
1900-18	Tax Collection Services & Fees by Orange County	2,500.00	1,775.15	1,419.36	564.25	206.77	71.01%
	Total Specialized Services	80,100.00	32,337.69	20,086.05	1,215.15	1,747.97	40.37%
2000-00	Legal Notices - General Fund	700.00	141.75	110.88	0.00	0.00	20.25%
2000-01	Legal Notices - LSCA II Grant	0.00	0.00		0.00		
	Total Legal Notices	700.00	141.75	110.88	0.00	0.00	20.25%
2100-00	Rents/Leases/Equipment	0.00	0.00	0.00	0.00	0.00	
2200-00	Semi-Annual Bond Payment	35,900.00	35,900.00	35,900.00	0.00	0.00	100.00%
2300-00	Small Tools/Instruments	0.00	0.00	0.00	0.00	0.00	

PLACENTIA LIBRARY DISTRICT
EXPENDITURE REPORT FOR FUND 5071
(Prepared from the Orange County Auditor's Report)
May 15, 1995

OBJECT CODE	DESCRIPTION	FY1994-95 BUDGETED	FY1994-95 YTD	FY1994-95 YTD	FY1994-95 APR 1995	FY1993-94 APR 1994	FY94 YTD % OF BUD
2400-00	Special Department Expense - Miscellaneous	100.00	90.67	27.21	0.00	27.21	90.67%
2400-01	Special Department Expense- Books	110,500.00	37,570.81	17,632.27	712.58	1,330.76	34.00%
2400-02	Special Department Expense - Video	11,000.00	0.00	0.00	0.00	0.00	0.00%
2400-03	Special Department Expense - Electronic	0.00	5,622.38	0.00	0.00	0.00	
2400-04	Special Department Expense - Periodicals	15,500.00	9,207.16	9,570.09	0.00	1,454.99	59.40%
2400-05	Special Department Expense - Audio	13,000.00	0.00	1,180.01	0.00	0.00	0.00%
2400-07	Special Department Expense - 321 Grant	0.00	215.34	0.00	0.00	0.00	
2400-08	Special Department Expense - Adult Literacy	500.00	1,381.15	1,229.70	0.00	0.00	
2400-09	Special Department Expense - Family Literacy	500.00	715.59	17.20	0.00	17.20	143.12%
	Total Special Department Expense	151,100.00	54,803.10	29,656.48	712.58	2,830.16	36.27%
2600-00	Transportation/Travel - General	0.00	0.00	0.00	0.00	0.00	
2700-00	Transportation/Travel - Meetings, Staff Out of Town	7,500.00	6,489.33	4,537.06	0.00	424.00	86.52%
2700-01	Transportation/Travel - Meetings, Staff Local	0.00	1,130.84	0.00	126.50	0.00	
2700-02	Transportation/Travel - Meetings, Board Out of Town	0.00	0.00	0.00	0.00	0.00	
2700-03	Transportation/Travel - Meetings, Board Local	0.00	699.00	0.00	0.00	0.00	
2700-04	Transportation/Travel - Meetings, LSCA II Grant	0.00	0.00	0.00	0.00	0.00	
2700-07	Transportation/Travel - Meetings, 321 Grant	0.00	1,792.36	0.00	100.00	0.00	
2700-08	Transportation/Travel - Meetings - Adult Literacy	850.00	137.00	921.64	111.00	39.50	16.12%
2700-09	Transportation/Travel - Meetings - Family Literacy	750.00	65.00	1,098.37	0.00	113.00	8.67%
	Total Transportation/Travel - Meetings	9,100.00	10,313.53	6,557.07	337.50	576.50	113.34%
	Electricity	58,000.00	41,134.04	45,011.57	3,645.82	3,715.12	70.92%
	Gas	3,075.00	2,174.04	1,879.99	504.76	170.67	70.70%
	Water	1,925.00	1,537.85	1,402.09	77.76	74.18	79.89%
	Total Utilities	63,000.00	44,845.93	48,293.65	4,228.34	3,959.97	71.18%
	TOTAL SUPPLIES & SERVICES	462,275.00	275,596.68	272,271.08	16,325.52	60,145.70	59.62%
3700-00	Taxes, Assessments (Sales Tax)	300.00	1,103.00	688.32	0.00	0.00	367.67%
4000-00	Equipment - General Fund	15,000.00	4,179.84	3,026.76	0.00	3,026.76	
4000-07	Equipment - 321 Grant	0.00	0.00	0.00	0.00	0.00	
4000-08	Equipment - Adult Literacy	0.00	2,150.05	0.00	0.00	0.00	
4000-09	Equipment - Family Literacy	0.00	0.00	0.00	0.00	0.00	
4000-11	Equipment - County Assigned Fund	0.00	0.00	0.00	0.00	0.00	
	Total Equipment	15,000.00	6,329.89	3,026.76	0.00	3,026.76	42.20%
4200-00	Structures/Improvements	0.00	0.00	0.00	0.00	0.00	
	TOTAL EQUIPMENT EXPENSE	15,000.00	6,329.89	3,026.76	0.00	3,026.76	42.20%
	TOTAL EXPENSES	1,097,993.00	802,555.50	874,785.95	54,539.79	107,919.78	73.09%

Salomon Brothers
Asset Management Inc
Seven World Trade Center
New York, New York, 10048
212-783-7000

May 2, 1995

Salomon Brothers

Dear Pool Participants:

April was a very quiet month in the fixed income markets. The weak dollar continued to be a focus, along with weak economic data reports. The market absorbed significant levels of new US treasury issuance including 3 and 6 month bills, 1 year bills, 2 year notes and five year notes. The 3 month treasury bills ended the month unchanged at 5.87%.

We expect no change to occur in the Fed Funds rate after the next Federal Open Market Committee meeting on May 23rd. We continued to see mounting evidence that the U.S. economy is slowing.

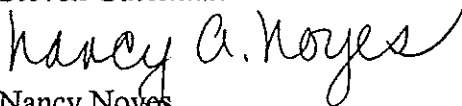
We have enclosed summaries for each of the 5 Orange County Investment Pool portfolios. Please note the following two changes in the composition of the portfolios:

1. We have begun to shorten the average maturity of the portfolios to prepare for settlement payouts.
2. After meeting with the Treasury Oversight Committee, we have begun to invest in highest grade, short term commercial paper to increase yield while still maintaining a very risk averse posture. We continue to invest the majority of the OCIP in short term Treasury and government agency securities.

As always, please feel free to call with any questions.

Sincerely,


Steven Guterman


Nancy Noyes

**County Of Orange
Post Bankruptcy Portfolio
Investment Pool Portfolio Summary
April 30, 1995**

- All investments are in Treasury, Agency securities, or high-grade commercial paper
- Maturities range from May 1, 1995 through May 30, 1995
- 8.0 day average maturity
- 5.90% average investment's annualized daily yield
- \$1.2 billion in portfolio investments

Maturity Schedule (in million dollars)		Issuer Breakdown (in million dollars)	
Date	Amount	Issuer	Amount
5/1/95	\$ 148	FHLB	\$ 404
5/2/95	93	FHLMC	148
5/3/95	69	FNMA	216
5/4/95	103	FFCB	147
5/5/95	119	Deutsche Bank Financial CP	48
5/8/95	111	GE Company CP	27
5/9/95	125	Shell CP	29
5/10/95	72	Cargill CP	29
5/11/95	122	Nestle Capital CP	10
5/12/95	71	JP Morgan CP	20
5/15/95	23	Walmart CP	18
5/16/95	19	GE Capital Corp CP	17
5/17/95	103	UBS Finance CP	12
5/18/95	20	United Parcel Service CP	20
5/19/95	14	Treasury collateralized O/N	78
5/30/95	11	B of A comp. balances	23
B of A comp. balances	23		

County Of Orange
Pre Bankruptcy Portfolio - 683
Investment Pool Portfolio Summary
April 30, 1995

- All investments are in Treasury, Agency securities, or high-grade commercial paper
- Maturities range from May 1, 1995 through May 30, 1995
- 8.1 day average maturity
- 6.00% average investment's annualized daily yield
- \$3.7 billion in portfolio investments

Maturity Schedule (in million dollars)		Issuer Breakdown (in million dollars)	
<u>Date</u>	<u>Amount</u>	<u>Issuer</u>	<u>Amount</u>
5/1/95	\$ 675	FHLB	\$1,275
5/2/95	153	FHLMC	231
5/3/95	191	FNMA	663
5/4/95	339	FFCB	410
5/5/95	309	Deutsche Bank Financial CP	37
5/8/95	254	GE Company CP	57
5/9/95	305	Shell CP	59
5/10/95	322	Cargill CP	59
5/11/95	378	Nestle Capital CP	49
5/12/95	229	JP Morgan CP	63
5/16/95	44	Walmart CP	68
5/17/95	112	GE Capital Corp CP	82
5/18/95	118	UBS Finance CP	65
5/19/95	116	United Parcel Service CP	37
5/22/95	68	Treasury collateralized O/N	526
5/30/95	68	B of A comp. balances	1
B of A comp. balances	1		

County Of Orange
Pre Bankruptcy Portfolio - 274
Investment Pool Portfolio Summary
April 30, 1995

- All investments are in Treasury, Agency securities, or high-grade commercial paper
- Maturities range from May 3, 1995 through May 31, 1995
- 11.0 day average maturity
- 5.70% average investment's annualized daily yield
- \$2.4 million in portfolio investments

Maturity Schedule (in million dollars)		Issuer Breakdown (in million dollars)	
<u>Date</u>	<u>Amount</u>	<u>Issuer</u>	<u>Amount</u>
5/3/95	\$ 0.8	FHLB	\$ 1.0
5/8/95	1.0	FHLMC	0.5
5/31/95	0.5	FNMA	0.5
B of A comp. balances	0.1	FFCB	0.3
		B of A comp. balances	0.1

County Of Orange
Pre Bankruptcy Portfolio - 200
Investment Pool Portfolio Summary
April 30, 1995

- All investments are in Treasury, Agency securities, or high-grade commercial paper
- Maturities range from May 1, 1995 through May 30, 1995
- 8.8 day average maturity
- 5.90% average investment's annualized daily yield
- \$48 million in portfolio investments

Maturity Schedule (in million dollars)		Issuer Breakdown (in million dollars)	
<u>Date</u>	<u>Amount</u>	<u>Issuer</u>	<u>Amount</u>
5/1/95	\$ 4	FHLB	\$ 18
5/2/95	4	FHLMC	4
5/3/95	4	FNMA	8
5/4/95	3	FFCB	9
5/5/95	4	Deutsche Bank Financial CP	1
5/8/95	4	GE Company CP	2
5/9/95	4	Walmart CP	2
5/10/95	4	UBS Finance CP	2
5/11/95	4	Treasury collateralized O/N	1
5/12/95	4	B of A comp. balances	0.5
5/16/95	2		
5/17/95	1		
5/18/95	1		
5/19/95	1		
5/22/95	2		
5/30/95	1		
B of A comp. balances	0.5		

County Of Orange
Pre Bankruptcy Portfolio - 690
Investment Pool Portfolio Summary
April 30, 1995

- All investments are in Treasury, Agency securities, or high-grade commercial paper
- Maturities range from May 1, 1995 through May 30, 1995
- 8.3 day average maturity
- 6.00% average investment's annualized daily yield
- \$752 million in portfolio investments

Maturity Schedule (in million dollars)		Issuer Breakdown (in million dollars)	
Date	Amount	Issuer	Amount
5/1/95	\$ 89	FHLB	\$ 281
5/2/95	34	FHLMC	50
5/3/95	48	FNMA	129
5/4/95	77	FFCB	80
5/5/95	73	Deutsche Bank Financial CP	13
5/8/95	58	GE Company CP	13
5/9/95	55	Shell CP	12
5/10/95	93	Cargill CP	12
5/11/95	84	Nestle Capital CP	16
5/12/95	45	JP Morgan CP	18
5/16/95	10	Walmart CP	12
5/17/95	17	GE Capital Corp CP	26
5/18/95	16	UBS Finance CP	21
5/19/95	19	United Parcel Service CP	17
5/22/95	19	Treasury collateralized O/N	50
5/30/95	13	B of A comp. balances	1
B of A comp. balances	1		

Placentia Library District
Balance Sheet

April 30, 1995

Assets

General Fund - Checking	1,908.40	
Literacy Fund-Checking	3,648.18	
County Exempt-Checking	4,199.07	
Payroll Account	37,387.38	
Savings (P/R Support)	3,580.58	
Savings (P/R Fees)	2,151.48	
Certificates of Deposit	25,000.00	
General Fund - Savings	60,814.26	
Literacy Fund - Savings	6,218.33	
County Exempt - Savings	9,704.30	
Total Assets		154,611.98

Liabilities

Manual Payroll Checks	12,123.34	
Payroll Taxes Payable	35.34	
Deferred Comp Payable	436.45	
Insurance Payable	(238.25)	
Credit Union Payable	(746.36)	
Union Dues Payable	289.72	
Other Employee Deductions	656.41	
Total Liabilities		12,556.65

Capital

Fund Balance	142,055.33	
Total Capital		142,055.33
Total Liabilities and Capital		154,611.98

PLACENTIA LIBRARY DISTRICT
Bank Reconciliation for Sanwa Bank Account 0937-19337
General Fund Petty Cash Savings Account

April, 1995

Prepared 5/8/95

	DATE/NO.	DEBITS	CREDITS	BALANCE
Statement Balance				60,814.26
Checks Out				
TOTALS		0.00	0.00	
CHECKBOOK BAL				60,814.26

EDM
5/8/95

PLACENTIA LIBRARY DISTRICT
Bank Reconciliation for Sanwa Bank Account 2657-00860
General Fund Petty Cash

April, 1995

Prepared 5/8/95

	DATE/NO.	DEBITS	CREDITS	BALANCE
Statement Balance				4,457.26
Checks Out				
	4076	20.00		
	4082	1,881.32		
	4086	100.00		
	4087	82.63		
	4088	20.00		
	4089	314.00		
	4091	100.00		
	4092	30.91		
TOTALS		2,548.86	0.00	
CHECKBOOK BAL				1,908.40

EDM
5/8/95

04/30/95

Page 1
Part 1 of 1 Parts

Placentia Library District
Income Statement For Department 01
Period Spread Sheet
1 Period(s) Ending April 30, 1995

	Total	04/30/95
Income		
Cash Register-Audio Visual	0.00	0.00
Cash Register-Mis.	30.71	30.71
Cash Register-Fines	2,557.03	2,557.03
Cash Register-Damaged Items-Not in	0.00	0.00
Cash Register-Lost Items	126.19	126.19
Cash Register-Copy Cards	0.00	0.00
Cash Register-Fax/Laminator	0.00	0.00
Cash Register-Childrens	0.00	0.00
Cash Register-Publications	0.00	0.00
Cash Register-Reserves	137.00	137.00
Cash Register-Computer Rental	55.60	55.60
Typewriter Income	19.58	19.58
Telephone Income	72.18	72.18
Copy Machine Income	0.00	0.00
State Library Reimbursements	3,534.30	3,534.30
State Library Grants	0.00	0.00
State of California Foundation Fund	0.00	0.00
Other Grants	0.00	0.00
County Reimbursements	307.24	307.24
Interest Income - checking	4.13	4.13
Interest Income - savings	0.00	0.00
Miscellaneous Income	0.00	0.00
	-----	-----
Total Income	6,843.96	6,843.96
Cost of Sales		
	-----	-----
Gross Profit (Loss)	6,843.96	6,843.96
Expenses		
Transfers to County	0.00	0.00
Employee Insurance (030)	0.00	0.00
Food (0900)	0.00	0.00
Household Expenses (100)	240.91	240.91
Maintenance-Equip (130)	82.63	82.63
Maintenance-Bldg (140)	0.00	0.00
Memberships (160)	0.00	0.00
Office Expense (180)	156.27	156.27
Postage (183)	134.44	134.44
Prof. & Spec. Services (190)	38.79	38.79
Special Departmental Expense (240)	20.00	20.00
Transportation & Travel (270)	776.81	776.81
Equipment (400)	0.00	0.00
Taxes and Fees (370)	1.28	1.28
Funds in Transit	1,881.32	1,881.32
	-----	-----

Placentia Library District
Income Statement For Department 01
Period Spread Sheet
1 Period(s) Ending April 30, 1995

4/30/95

	Total	04/30/95
Total Expenses	3,332.45	3,332.45
Operating Income (Loss)	3,511.51	3,511.51
Other Income		
Other Expenses		
Net Income (Loss)	3,511.51	3,511.51

04/30/95

Page 1

Placentia Library District Part 1 of 1 Parts
Income Statement For Department 01
YTD Actual Spread Sheet
1 Period(s) Ending April 30, 1995

	04/30/95
Income	
Cash Register-Audio Visual	0.00
Cash Register-Mis.	317.38
Cash Register-Fines	19,943.28
Cash Register-Damaged Items-Not in Us	0.00
Cash Register-Lost Items	1,526.04
Cash Register-Copy Cards	0.00
Cash Register-Fax/Laminator	123.66
Cash Register-Childrens	161.00
Cash Register-Publications	0.00
Cash Register-Reserves	1,452.55
Cash Register-Computer Rental	742.70
Typewriter Income	76.26
Telephone Income	348.60
Copy Machine Income	461.74
State Library Reimbursements	19,121.18
State Library Grants	32,185.00
State of California Foundation Funds	16,036.00
Other Grants	3,294.00
County Reimbursements	15,766.65
Interest Income - checking	5.44
Interest Income - savings	30.39
Miscellaneous Income	0.00

Total Income	111,591.87
Cost of Sales	

Gross Profit (Loss)	111,591.87
Expenses	
Transfers to County	35,939.47
Employee Insurance (030)	(269.34)
Food (0900)	192.23
Household Expenses (100)	240.91
Maintenance-Equip (130)	82.63
Maintenance-Bldg (140)	0.00
Memberships (160)	232.55
Office Expense (180)	1,283.14
Postage (183)	1,457.75
Prof. & Spec. Services (190)	2,204.39
Special Departmental Expense (240)	(2,020.76)
Transportation & Travel (270)	5,821.59
Equipment (400)	0.00
Taxes and Fees (370)	45.62
Funds in Transit	1,881.32

4/30/95

Placentia Library District
Income Statement For Department 01
YTD Actual Spread Sheet
1 Period(s) Ending April 30, 1995

Total Expenses	04/30/95 47,091.50 -----
Operating Income (Loss)	64,500.37
Other Income	
Other Expenses	
Net Income (Loss)	----- 64,500.37 =====

04/30/95

Placentia Library District
Cash Disbursements
Checkbook 1 Fiscal Year 95 Period 10
General Account

Page ()

Check	Date	Payee	Amount
4069	04/04/95	Office Depot	18.13
	0-5114-01	Office Expense (180)	18.13
4070	04/04/95	Kinkos	17.02
	0-5114-01	Office Expense (180)	17.02
4071	04/04/95	Placentia Glass & Sc	240.91
	0-5106-01	Household Expenses (100)	240.91
4072	04/05/95	Pound Photographers	38.79
	0-5118-01	Prof. & Spec. Services (190)	38.79
4073	04/05/95	Kinkos	10.78
	0-5114-01	Office Expense (180)	10.78
4074	04/06/95	NSFRE Luncheon	155.00
	0-5122-01	Transportation & Travel (270)	155.00
4075	04/10/95	Kinkos	16.16
	0-5114-01	Office Expense (180)	16.16
4076	04/11/95	Barbara deBoom	20.00
	0-5122-01	Transportation & Travel (270)	20.00
4077	04/12/95	Plac. Chamber Commer	85.00
	0-5122-01	Transportation & Travel (270)	85.00
4078	04/12/95	Elizabeth Minter	38.09
	0-5116-01	Postage (183)	1.94
	0-5114-01	Office Expense (180)	36.15
4079	04/17/95	CLA Registration	13.00
	0-5122-01	Transportation & Travel (270)	13.00
4080	04/17/95	Hyatt Regency	117.60
	0-5122-01	Transportation & Travel (270)	117.60
4081	04/17/95	Time to Travel	91.21
	0-5122-01	Transportation & Travel (270)	91.21
4082	04/17/95	Placentia Gen Fund S	1,881.32
	0-1080-00	General Fund - Savings	1,881.32
4083	04/18/95	U.S. Postmaster	144.00
	0-5116-01	Postage (183)	144.00

4/30/95

Placentia Library District
Cash Disbursements
Checkbook 1 Fiscal Year 95 Period 10
General Account

Page 2

Check	Date	Payee		Amount
4084	04/18/95	Tall Mouse 0-5114-01 Office Expense (180)	12.35	12.35
4085	04/19/95	Plac Chamber Commerc 0-5122-01 Transportation & Travel (270)	9.00	9.00
4086	04/19/95	CSUF Registration 0-5122-01 Transportation & Travel (270)	100.00	100.00
4087	04/19/95	XCP 0-5108-01 Maintenance-Equip (130)	82.63	82.63
4088	04/19/95	So. State Cooperativ 0-5120-01 Special Departmental Expense (24	20.00	20.00
4089	04/20/95	Time to Travel 0-5122-01 Transportation & Travel (270)	314.00	314.00
4090	04/20/95	VOID void		0.00
4091	04/20/95	CSUF - extension ser 0-5122-01 Transportation & Travel (270)	100.00	100.00
4092	04/20/95	Windows Sources 0-5114-01 Office Expense (180)	30.91	30.91
Checkbook 1 Total				3,555.90

04/30/95

Placentia Library District
Cash Disbursements
S U M M A R Y

Page (

For Fiscal Year 95, Period 10 through Fiscal Year 95, Period 10

Account Name	Total
0-1080-00 General Fund - Savings	1,881.32
0-5106-01 Household Expenses (100)	240.91
0-5108-01 Maintenance-Equip (130)	82.63
0-5114-01 Office Expense (180)	141.50
0-5116-01 Postage (183)	145.94
0-5118-01 Prof. & Spec. Services (190)	38.79
0-5120-01 Special Departmental Expense (240)	20.00
0-5122-01 Transportation & Travel (270)	1,004.81

	3,555.90
	=====

PLACENTIA LIBRARY DISTRICT
Bank Reconciliation for Sanwa Bank Account 0935-19338
Literacy Fund Petty Cash Savings Account

April, 1995

Prepared 5/8/95

	DATE/NO.	DEBITS	CREDITS	BALANCE
Statement Balance				6,218.33
Checks Out				
TOTALS		0.00	0.00	
CHECKBOOK BAL				6,218.33

20 minutes
5/8/95

PLACENTIA LIBRARY DISTRICT
Bank Reconciliation for Sanwa Bank Account 0938-15439
Literacy Fund Petty Cash Checking Account

April, 1995

Prepared 5/8/95

	DATE/NO.	DEBITS	CREDITS	BALANCE
Statement Balance				3,648.18
Checks Out				
TOTALS		0.00	0.00	
CHECKBOOK BAL				3,648.18

Sanwa Bank
5/8/95

4/30/95

Page 1
Part 1 of 1 Parts

Placentia Library District
Income Statement For Department 02
Period Spread Sheet
1 Period(s) Ending April 30, 1995

	Total	04/30/95
Income		
Gifts Income	0.00	0.00
Tutor Training Income	60.00	60.00
Workshops Income	0.00	0.00
Book/Materials Income	0.00	0.00
Interest Income - checking	2.39	2.39
Interest Income - savings	11.73	11.73
Miscellaneous Income	0.00	0.00
Donations to Literacy	2,060.82	2,060.82
	-----	-----
Total Income	2,134.94	2,134.94
Cost of Sales		
	-----	-----
Gross Profit (Loss)	2,134.94	2,134.94
Expenses		
Refunds (not in use)	0.00	0.00
Travel Expense	0.00	0.00
Equipment Expense	0.00	0.00
Refreshments	0.00	0.00
Printing	0.00	0.00
LVA Expenses	0.00	0.00
Miscellaneous	0.00	0.00
Tutor Training Materials	0.00	0.00
Bank Fees	10.00	10.00
	-----	-----
Total Expenses	10.00	10.00
	-----	-----
Operating Income (Loss)	2,124.94	2,124.94
Other Income		
Other Expenses		
	-----	-----
Net Income (Loss)	2,124.94	2,124.94
	=====	=====

04/30/95

Placentia Library District
Income Statement For Department 02
YTD Actual Spread Sheet
1 Period(s) Ending April 30, 1995

Page 1
Part 1 of 1 Parts

	04/30/95
Income	
Gifts Income	1,045.00
Tutor Training Income	270.00
Workshops Income	0.00
Book/Materials Income	80.00
Interest Income - checking	55.30
Interest Income - savings	15.24
Miscellaneous Income	0.00
Donations to Literacy	2,060.82

Total Income	3,526.36
Cost of Sales	

Gross Profit (Loss)	3,526.36
Expenses	
Refunds (not in use)	0.00
Travel Expense	30.00
Equipment Expense	0.00
Refreshments	0.00
Printing	0.00
LVA Expenses	0.00
Miscellaneous	0.00
Tutor Training Materials	0.00
Bank Fees	10.00

Total Expenses	40.00

Operating Income (Loss)	3,486.36
Other Income	
Other Expenses	

Net Income (Loss)	3,486.36
	=====

04/30/95

Placentia Library District
Cash Disbursements
S U M M A R Y

Page 1

For Fiscal Year 95, Period 10 through Fiscal Year 95, Period 10

Account Name

Total

* * N O A C T I V I T Y * *

PLACENTIA LIBRARY DISTRICT
Bank Reconciliation for Sanwa Bank Account 0933-19339
County Exempt Fund Petty Cash Savings Account

April, 1995

Prepared 5/8/95

	DATE/NO.	DEBITS	CREDITS	BALANCE
Statement Balance				9,704.30
Checks Out				
TOTALS		0.00	0.00	
CHECKBOOK BAL				9,704.30

Ed Miller
5/8/95

PLACENTIA LIBRARY DISTRICT
Bank Reconciliation for Sanwa Bank Account 2658-00932
County Exempt Account

April, 1995

Prepared 5/8/95

	DATE/NO.	DEBITS	CREDITS	BALANCE
Statement Balance				4,199.07
Checks Out				
TOTALS		0.00	0.00	
CHECKBOOK BAL				4,199.07

E. M. M. K.
5/8/95

04/30/95

Page 1
Part 1 of 1 Parts

Placentia Library District
Income Statement For Department 03
Period Spread Sheet
1 Period(s) Ending April 30, 1995

	Total	04/30/95
Income		
Cash Register-Copy Cards-Exempt Fun	54.50	54.50
Microfilm/Microfich Income	0.00	0.00
Meeting Room Income	210.00	210.00
Test Proctoring Income	0.00	0.00
Vending Machine Income	0.00	0.00
Debit Card Income	240.00	240.00
Friends Contributions	1,500.00	1,500.00
Gifts Income	0.00	0.00
Special Gifts (Non Library)	0.00	0.00
Children's Dept Income	0.00	0.00
Lobbyist Income	0.00	0.00
Interest Income - checking	2.69	2.69
Interest Income - savings	18.31	18.31
Miscellaneous Income	0.00	0.00
Gulf Arab Grant Income	0.00	0.00
Community Grant Income	0.00	0.00
	-----	-----
Total Income	2,025.50	2,025.50
Cost of Sales		
	-----	-----
Gross Profit (Loss)	2,025.50	2,025.50
Expenses		
Copy Cards Purchase	0.00	0.00
Vend. Mach.-Repay Capital Equip.	0.00	0.00
Vending Machine Supplies	0.00	0.00
Vending Machine Repairs	0.00	0.00
Bank Fees & Services Charges	10.90	10.90
Children's Summer Reading Program	0.00	0.00
Children's Camp Library	0.00	0.00
Children's-Other	0.00	0.00
Debit Card - Repay Capital Equip.	0.00	0.00
Friend's-Director's Fund	0.00	0.00
Friend's-Other Activities	0.00	0.00
Library Board Expenses	36.64	36.64
Meeting Room Upkeep Expenses	0.00	0.00
Gulf Arab Grant	0.00	0.00
Community Grant Expense	0.00	0.00
Miscellaneous	0.00	0.00
Lobbyist Expense	107.48	107.48
	-----	-----
Total Expenses	155.02	155.02
	-----	-----
Operating Income (Loss)	1,870.48	1,870.48

(/30/95

Placentia Library District
Income Statement For Department 03
Period Spread Sheet
1 Period(s) Ending April 30, 1995

Page 2
Part 1 of 1 Parts

	Total	04/30/95
Other Income		
Other Expenses		
Net Income (Loss)	<u>1,870.48</u>	<u>1,870.48</u>

04/30/95

Page 1

Placentia Library District
Income Statement For Department 03
YTD Actual Spread Sheet
1 Period(s) Ending April 30, 1995

Part 1 of 1 Parts

	04/30/95
Income	
Cash Register-Copy Cards-Exempt Fund	309.00
Microfilm/Microfich Income	63.00
Meeting Room Income	3,200.00
Test Proctoring Income	240.00
Vending Machine Income	2,094.25
Debit Card Income	1,228.00
Friends Contributions	4,850.00
Gifts Income	525.00
Special Gifts (Non Library)	0.00
Children's Dept Income	0.00
Lobbyist Income	5,504.48
Interest Income - checking	79.05
Interest Income - savings	23.80
Miscellaneous Income	10.50
Gulf Arab Grant Income	0.00
Community Grant Income	0.00

Total Income	18,127.08
Cost of Sales	

Gross Profit (Loss)	18,127.08
Expenses	
Copy Cards Purchase	1,850.00
Vend. Mach.-Repay Capital Equip.	0.00
Vending Machine Supplies	1,370.43
Vending Machine Repairs	0.00
Bank Fees & Services Charges	10.90
Children's Summer Reading Program	915.12
Children's Camp Library	257.10
Children's-Other	333.73
Debit Card - Repay Capital Equip.	350.00
Friend's-Director's Fund	1,142.61
Friend's-Other Activities	10.50
Library Board Expenses	1,771.61
Meeting Room Upkeep Expenses	65.00
Gulf Arab Grant	0.00
Community Grant Expense	0.00
Miscellaneous	28.50
Lobbyist Expense	5,791.64

Total Expenses	13,897.14

Operating Income (Loss)	4,229.94

4/30/95

Page 2
Part 1 of 1 Parts

Placentia Library District
Income Statement For Department 03
YTD Actual Spread Sheet
1 Period(s) Ending April 30, 1995

Other Income	04/30/95
Other Expenses	-----
Net Income (Loss)	4,229.94 =====

04/30/95

Placentia Library District
Cash Disbursements
Checkbook 3 Fiscal Year 95 Period 10
County Exempt

Page (1

Check	Date	Payee	Amount
940	04/11/95	Bear Roots Florist	36.64
	0-5318-03	Library Board Expenses	36.64
941	04/17/95	Elizabeth Minter	107.48
	0-5323-03	Lobbyist Expense	107.48
Checkbook 3 Total			144.12

'30/95

Placentia Library District
Cash Disbursements
S U M M A R Y

Page 2

For Fiscal Year 95, Period 10 through Fiscal Year 95, Period 10

Account Name	Total
0-5318-03 Library Board Expenses	36.64
0-5323-03 Lobbyist Expense	107.48

	144.12
	=====

(30/95

Page 1
Part 1 of 1 Parts

Placentia Library District
Income Statement For Department 04
Period Spread Sheet
1 Period(s) Ending April 30, 1995

	Total	04/30/95
Income		
Transfers from County	38,069.34	38,069.34
Interest Income-CD's	0.00	0.00
Interest-Savings-Landmark	0.00	0.00
Interest-Savings-B of A	0.00	0.00
Miscellaneous Income	0.00	0.00
	-----	-----
Total Income	38,069.34	38,069.34
Cost of Sales		
	-----	-----
Gross Profit (Loss)	38,069.34	38,069.34
Expenses		
Salaries	38,959.06	38,959.06
Prepaid Salaries	0.00	0.00
Employee Benefits	0.00	0.00
Employer Payroll Taxes	2,937.58	2,937.58
Payroll Processing Fees	0.00	0.00
Bank Fees and Service Charges	0.00	0.00
Miscellaneous - Unknown	0.00	0.00
	-----	-----
Total Expenses	41,896.64	41,896.64
	-----	-----
Operating Income (Loss)	(3,827.30)	(3,827.30)
Other Income		
Other Expenses		
	-----	-----
Net Income (Loss)	(3,827.30)	(3,827.30)
	=====	=====

04/30/95

Page 1

Placentia Library District
Income Statement For Department 04
YTD Actual Spread Sheet
1 Period(s) Ending April 30, 1995

Part 1 of 1 Parts

	04/30/95
Income	
Transfers from County	459,766.77
Interest Income-CD's	750.00
Interest-Savings-Landmark	39.73
Interest-Savings-B of A	31.06
Miscellaneous Income	0.00

Total Income	460,587.56
Cost of Sales	-----
Gross Profit (Loss)	460,587.56
Expenses	
Salaries	404,966.66
Prepaid Salaries	0.00
Employee Benefits	0.00
Employer Payroll Taxes	29,680.42
Payroll Processing Fees	0.00
Bank Fees and Service Charges	0.00
Miscellaneous - Unknown	294.58

Total Expenses	434,941.66

Operating Income (Loss)	25,645.90
Other Income	
Other Expenses	-----
Net Income (Loss)	25,645.90
	=====

3/30/95

Placentia Library District
Cash Disbursements
S U M M A R Y

Page 1


For Fiscal Year 95, Period 10 through Fiscal Year 95, Period 10

Account Name

Total

* * N O A C T I V I T Y * *



TO: Elizabeth Minter, Library Director
 FROM: Julie Shook, Reference Librarian 
 DATE: May 15, 1994
 SUBJECT: Acquisitions Report

Dollars Spent 4/1/95 to 4/30/95

Adult Continuations Print	\$3,030.22
Adult Continuations Electronic	
Adult Fiction	
Adult Non-Fiction	
Adult Reference	61.76
Adult Audio	
Adult Video	
Juvenile Continuations Print	
Juvenile Continuations Electronic	
Juvenile Fiction	
Juvenile Reference	
Juvenile Non-Fiction	
Juvenile Audio	
Juvenile Video	
Gifts	1,580.34
Total	\$4,672.32

Dollars Spent 7/1/94 to 4/30/95

Adult Continuations Print	\$14,163.76
Adult Continuations Electronic	7,753.75
Adult Fiction	5,094.50
Adult Non-Fiction	2,967.71
Adult Reference	845.99
Adult Audio	32.22
Adult Video	101.90
Juvenile Continuations Print	371.28
Juvenile Continuations Electronic	
Juvenile Fiction	683.91
Juvenile Reference	1,525.24
Juvenile Non-Fiction	4,945.78
Juvenile Audio	
Juvenile Video	
Gifts	6,434.59
Total	\$44,920.63

Acquisitions Report, May 15, 1995, Page 2.

Outstanding Orders:	Dollars Encumbered:
Regular Accounts	\$393.38
Gift Accounts	2,433.51

Donated Items 7/1/94 to 5/4/95

Adult Books	716	\$12,317.85
Juvenile Books	106	1,073.05
Adult Videos	125	2,900.00
Juvenile Videos	34	635.00

(These figures do not include paperbacks.)

TO: Elizabeth D. Minter, Library Director
 FROM: Peggy Burkich, Circulation Supervisor *PB*
 DATE: May 15, 1995
 SUBJECT: ACS: Overdue Collection Repor for Month of March

The report received from ACS Collection Agency on May 8, 1995, is Attachment A.

A summary of the current status is as follows:

FY 1994-95	# New Accounts Submitted	Total # Active Accounts	# Paid In Full Curr. Month	Amount Received Curr. Month	# Written Off Suspended Curr. Month
July	25	35	3	219.80	6
August	6	29	10	420.17	2
September	6	38	2	794.20	3
October	18	30	4	303.05	19
November	5	21	0	0.00	12
December	7	25	2	262.69	0
January	12	8	0	13.84	19
February	12	18	2	268.39	7
March	6	19	1	32.35	5
April	10	26	3	113.53	0
May					
June					
TOTAL YTD	107	249	27	2,428.02	73

ADVANCED COLLECTION SYSTEMS, INC

2158 W 190th St
Torrance, CA 90509-2829

CLIENT PROGRESS REPORT TO 01 May 1995

PLACENTIA PUBLIC LIBRARY
411 E CHAPMAN
411 E CHAPMAN AVE
PLACENTIA, CA 92670
ATTN: PEGGY BURKICH

Your consultant is:
WELDON AND ASSOCIATES
(714) 733-3558 Ext

PLA400 Representative is:
OVERDUES DESK
(714) 528-1906 Ext

	MONTH TO DATE		YEAR TO DATE		INCEPTION TO DATE	
	#	\$	#	\$	#	\$
ROSS ASSIGNMENTS	10	762.49	34	2,931.06	1000	63,742.48
SS: Mail Return*, Dispute, Bankrpt	2	96.88	16	1,443.15	195	13,543.44
NET ASSIGNMENTS	8	665.61	18	1,487.91	805	50,199.04
COLLECTED						
aid in Full	2	105.63	4	335.70	262	12,902.68
ttled in Full	0	0.00	0	0.00	71	3,728.02
rtial Payment	1	7.90	5	92.41	145	7,197.61
solved	0	0.00	0	0.00	22	847.88
TOTAL RECOVERED	3	113.53	9	428.11	500	24,676.19

Age of accounts when started	0-30	31-60	61-90	91-120	over 120
	249	46	168	135	402
	\$15,987	\$3,130	\$7,925	\$8,490	\$27,785

* Percentage of Mail Returns - 19.4 %

STATUS CODE LEGEND:

A - active (demands being sent)	ST - action stopped
P - paid in full (MATS and/or CASH)	SU - action suspended (60 day limit)
SF - settled in full (MATS and/or CASH)	N - new account
CC - cycle completed	D - disputed
PP - partial payment (MATS and/or CASH)	MR - mail returned
TH - account thanked	BK - bankruptcy

ACCOUNT INVENTORY AND STATUS

PATIENT / DEBTOR	ACS #	DATE LAST PMT / CHG	DATE ASSIGNED	BALANCE OF ACCOUNT	STAT CODE	DEMAND #
	557621	11/08/94	04/21/95	151.45	A	1
	26018053231413		AMT: 151.45			
	555724	01/03/95	03/21/95	69.71	A	2
	26018053255305		AMT: 69.71			
	557639	01/17/95	04/21/95	57.88	A	1
	26018053257632		AMT: 57.88			
	557620	06/11/94	04/21/95	96.28	A	1
	26018053220879		AMT: 96.28			
	553120	01/19/94	01/01/95	126.56	A	5
	26018053239390		AMT: 126.56			
	557619	11/17/94	04/21/95	65.00	A	1
	26018053251742		AMT: 65.00			
	553121	08/15/94	01/01/95	206.92	A	5
	26018053243673		AMT: 206.92			
	555726	11/13/94	03/21/95	86.74	A	2
	26018053247195		AMT: 86.74			
	557630	02/11/95	04/21/95	113.74	N	0
	26018053238434		AMT: 113.74			
	557624	11/01/94	04/21/95	43.50	A,PP	1
	26018053094100		AMT: 51.40			
	557625	11/30/94	04/21/95	58.98	A	1
	26018053109577		AMT: 58.98			
	554749	06/09/92	03/01/95	119.85	A	4
	26019004312443		AMT: 119.85			
	555723	05/24/94	03/21/95	45.00	A	2
	26018053058329		AMT: 45.00			
	555722	12/12/95	03/21/95	70.54	A	2
	26018053224715		AMT: 70.54			
	557628	11/13/94	04/21/95	96.84	A	1
	26018053247138		AMT: 96.84			
	557626	11/03/94	04/21/95	45.00	N	0
	26018053086999		AMT: 45.00			
	554744	11/08/95	03/01/95	46.55	A	4
	26018053251395		AMT: 46.55			
	557627	06/11/94	04/21/95	52.06	MR	1
	26018053225175		AMT: 52.06			
	553123	08/03/94	01/01/95	154.70	A	5
	26018053228807		AMT: 154.70			
	553119	05/05/93	01/01/95	55.90	A	5
	26019003970381		AMT: 55.90			

557637	01/17/95	04/21/95	69.45	N	0
26019004981262		AMT: 69.45			
557632	07/28/94	04/21/95	77.00	N	0
26018053230662		AMT: 77.00			
557634	01/14/95	04/21/95	64.70	N	0
26018053257814		AMT: 64.70			
557629	03/14/93	04/21/95	82.95	N	0
26019003926656		AMT: 82.95			
557623	11/01/94	04/21/95	63.90	A	1
26018053121325		AMT: 63.90			
553193	11/05/94	02/01/95	83.75	A	5
26018053250835		AMT: 83.75			
557622	11/20/94	04/21/95	63.90	A	1
26018053005213		AMT: 63.90			
557631	01/17/95	04/21/95	56.20	A	1
26018053236958		AMT: 56.20			
553191	06/02/94	02/01/95	69.45	A	5
26018053224509		AMT: 69.45			
555721	12/22/94	03/21/95	35.15	A	2
26018053161776		AMT: 35.15			
553195	11/06/94	02/01/95	0.00	PF	5
26018053240661		AMT: 59.74			
555725	11/15/94	03/21/95	59.96	A	2
26018053249910		AMT: 59.96			
554736	12/20/94	03/01/95	44.82	MR	2
26019004981163		AMT: 44.82			
557636	01/14/95	04/21/95	60.30	N	0
26018053257509		AMT: 60.30			

TOTAL STILL ON SYSTEM :

2,594.73

TO: Library Board of Trustees

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

DATE: May 15, 1995

SUBJECT: DEBIT CARD SYSTEM REIMBURSEMENT REPORT FOR APRIL, 1995

SUMMARY OF ACCOUNTS APRIL 1-30, 1995

Beginning Balance 4/01/95			\$654.00
	<u>Income</u>	<u>Expend.</u>	
Total Deposits	\$ 240.00		
Total Materials & Supplies		0.00	
Total Repairs		0.00	
Debit Card System Loan Payback		<u>0.00</u>	
	<u>\$ 240.00</u>	<u>\$0.00</u>	
Ending Balance 4/30/95			<u>\$ 894.00</u>

SUMMARY OF LOAN PAYBACK

Original Loan Amount (07/01/94)	\$ 11,008.20
Payback Balance 03/31/95	10,658.20
April Payment	<u>0.00</u>
Balance 04/30/95	<u>\$ 10,658.20</u>

Prepared by: Charlene Dumitru

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *edm*
DATE: May 15, 1995
SUBJECT: Gift Fund Report

The following cash gifts to Placentia Library District were received through May 10.

Donations through Adopt-a-Book program:

<u>Name</u>	<u>Amount</u>
Ann M. Robinson	50.00
J.L and Gloria Thomas	75.00
Total of Adopt-a-Book Donations	\$125 .00

Donations to Placentia Library Foundation

Lois Nettleship	\$25.00
Total Foundation Donations:	\$ 25.00

TOTAL CASH DONATIONS
Through May 10, 1995 **\$ 150.00**

Prepared by: Charlene Dumitru

TO: Elizabeth D. Minter, Library Director
FROM: Charlene Dumitru, Administrative Assistant *CD*
DATE: May 15, 1995
SUBJECT: **BUILDING MAINTENANCE REPORT FOR APRIL, 1995**

1. **Building Security** - Broken lock on back door was repaired.
2. **Air Conditioning** - Regular monthly Air Conditioning Maintenance.
3. **Lighting** - Regular inspection, cleaning and replacement of overhead lighting.
4. **Floor Tiles** - Loose floor tiles were repaired.
5. **Carpet Cleaning** - Carpeting in Meeting Room and Administration Area cleaned.

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TO: Library Board of Trustees
FROM: Elizabeth Minter, Library Director
DATE: May 15, 1995
SUBJECT: PERSONNEL REPORT FOR APRIL, 1995

RESIGNATIONS:

None

TERMINATIONS:

None

APPOINTMENTS:

Ageyeva, Mariya	substitute page (circulation)	effective date 04/10/95
Bishop, Chris	substitute page (circulation)	effective date 04/27/95
Jaramillo, Jessica	substitute page (circulation)	effective date 04/10/95
Larson, Brooke	substitute page (circulation)	effective date 04/11/95
Thomas, Leah	substitute page (circulation)	effective date 04/11/95
Verdoza, Angie	Library Aide - Childcare (Families for Literacy)	effective date 04/14/95

OPEN POSITIONS:

.23 FTE (9 hours) Clerk II, Volunteer Coordinator
.475 FTE (19 hours) Clerk I, Circulation


Prepared by: Charlene Dumitru

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TO: Elizabeth Minter, Library Director

FROM: Gloria Clark, Volunteer Coordinator 

DATE: May 8, 1995

SUBJECT: Volunteer Report for the Month of April, 1995

CUMULATIVE RECORD OF VOLUNTEER WORK HOURS

REGULAR	FY94-95 April	FY94-95 YTD	Starting Dates	Cumulative Totals
Bohlman, Mary	0.00	6.50	6/94	17.75
Cain, Karen	0.00	24.00	6/94	24.00
Courtney, Joseph	6.75	56.25		56.25
Covington, Darlene	26.00	26.00	3/95	40.25
Deputy, Paul	28.25	409.75	7/82	5,244.25
Farris, John	0.00	3.00	1/94	125.80
Fitzgerald, Joan	24.50	233.75	10/93	401.00
Goldbaum, Mae	3.75	49.50	7/88	283.75
Hodson, Daulphine	0.00	8.25	10/94	8.25
Housewright, Linnea	0.00	27.00		52.00
Markl, Theresa	3.50	24.25	1/94	55.25
Maru, Hansa	15.75	44.50	3/95	44.5
Nakamoto, Blanca	2.50	63.75	10/94	63.75
Nguyen, Dieu	0.00	0.00	8/94	52.75
Rane, Sarita	0.00	23.25	10/94	23.25
Redinbo, Sandy	2.25	46.50	10/94	46.50
Reesman, Colleen	0.00	6.50	10/93	81.50
Rice, Sharon	12.00	12.00	4/95	12.00
Rucker, Alison	0.00	69.50	10/94	69.50
Rucker, Ashley	0.00	40.00	10/94	40.00
Rucker, Kathrine	0.00	72.50	10/94	72.50
Ryan, Kristin	0.00	2.00	7/93	107.00
Schick, Mark	0.00	43.50		43.50
Schlichter, Allan	8.00	79.25	10/93	177.25
Scott, Mabelle	0.00	4.00	3/95	4.00
Shaw, Dixie	3.50	22.00	5/94	27.25
Shkoler, Al	0.00	21.00		53.50
Simmermacher, Margie	0.00	4.75	1/94	60.00
Stark, Sandra	1.00	3.75		3.75
Trainor, Joe	0.00	1.00	9/93	102.20
Tran, Elizabeth	0.25	4.25	3/95	4.25
Westberg, Carl	13.25	116.25	9/93	256.75
J.T.P.A.	40.00	104.25		
S.T.E.P.	156.00	1,092.00		
TOTALS	347.25	2,744.75		7,654.25

J.T.P.A. / Job Training Partnership Act.

S.T.E.P. / Senior Training & Employment Program

Volunteer Report for the Month of April, 1995 , Page 2

TEMPORARY VOLUNTEERS

	FY 94-95 APRIL	FY 94-95 YTD		FY 94-95 April
Baker, David	0.00	60.00	Krupica, Bob	0.00
Belwood, Kevin	0.00	114.75	Lopez, Amando	6.00
Brown, Jill	0.00	37.00	Li, Ho Man	0.00
Brown, Lizette	0.00	10.50	Liao, James	0.00
Bujanda, Joshua	0.00	30.00	Magart, Gale	0.00
Burke, Marsha	6.50	79.00	Marshack, Marsha	0.00
Chang, Michael	7.00	10.00	Mendez, Juan	0.00
Chang, Yoo-Shun	0.00	1.00	Molina, Enid	0.00
Chiu, Andrew	35.75	42.75	Moore, Matthew	0.00
Choi, Eugene	0.00	1.00	O'Hara, Peggy	0.00
Chotalia, Ameer	0.00	2.25	Rea, Tim	0.00
Chuang, Gary	8.00	8.00	Roche, Gina	0.00
Cipres, Marcella	9.00	21.50	Rodriguez, Adriana	0.00
Driskel, Valerie	6.50	79.00	Sanford, Matt	0.00
Flammer, Stacey	20.00	20.00	Seto, Cheryl	0.00
Fragaio, Maile	0.00	1.00	Stockbower, Jimmy	10.00
Fredrick, Jack	6.00	6.00	Summerfield, Becky	0.00
Harnett, Tom	9.00	19.00	Vu, Mailisia	0.00
Hernandez, Juan	31.50	31.50	Vuu, Hai	0.00
Hill, Ryan	0.00	77.50	Wagner, Vella	25.50
House, Christine	0.00	6.50	Yada, Julie	7.50
Hovey, Michael	0.00	192.50	Yang, Denny	18.75
Hwang, Yuan	0.00	1.00	Yu, James	0.00
Jones, Chris	0.00	96.50	Yu, Janet	0.00
TOTAL	139.25	948.25	TOTAL	67.75

LVA VOLUNTEERS

Literacy Volunteer Hours 467.00

TOTAL VOLUNTEER HOURS 1,021.25

REGULAR VOLUNTEERS are committed to an on-going program each week.
LITERACY VOLUNTEERS are involved in tutoring and other volunteer projects for the Literacy Campaign.
TEMPORARY VOLUNTEERS are working for a project in school, church, scouts, or court referral cases.

	Regular/Temp. Volunteers		Literacy Volunteers	
	1994	1995	1994	1995
January	609.75	362.75	481.00	523.00
February	455.00	511.50	680.50	509.00
March	654.00	437.50	654.00	509.00
April	352.00	554.25	603.50	467.00
May	362.50		530.50	
June	383.50		479.00	
July	572.25		698.50	
August	506.25		488.50	
September	148.75		568.50	
October	264.75		708.50	
November	248.75		563.00	
December	216.00		329.00	

Placentia Library District
 Circulation Report
 May 15, 1995

	FY 94-95 YTD	FY93-94 YTD	% CHANGE FY94 TO FY95	FY94-95 APR 95	FY93-94 APR 94
1st Time Checkouts	177,790	192,241	-7.52%	19,114	18,673
Phone Renewals	11,798	14,871	-20.66%	1,433	1,400
In-Building Renewals	23,419	21,674	8.05%	2,432	2,150
Total Renewals	35,217	36,545	-3.63%	3,865	3,550
TOTAL CHECKOUTS	213,007	228,786	-6.90%	22,979	22,223
On-Time Checkins	168,860	186,139	-9.28%	17,965	17,134
Late Checkins	34,609	38,487	-10.08%	4,256	3,969
TOTAL CHECKINS	203,469	224,626	-9.42%	22,221	21,103
Holdings Placed	4,108	4,223	-2.72%	483	481
Holdings Cancelled	727	643	13.06%	53	67
Holdings Filled	3,491	3,438	1.54%	397	389
Holdings Expired	80	162	-50.62%	4	6
Overdue Items	11,184	13,531	-17.35%	1,412	1,513
Overdue Notices	5,128	6,007	-14.63%	623	649
Billing Notices	6,064	6,448	-5.96%	687	719
Patrons Registered	3,578	3,402	5.17%	379	384
Titles Added	4,274	1,890	126.14%	1,099	18
Volumes Added	6,939	18,021	-61.49%	1,666	1,073
CIRCULATION BY TYPE OF MATERIAL					
Adult Print	101,457	108,349	-6.36%	11,288	10,918
Juvenile Print	86,983	89,517	-2.83%	9,386	8,439
Total Print	188,440	197,866	-4.76%	20,674	19,357
Audio	9,868	13,091	-24.62%	903	1,126
Visual	17,111	18,989	-9.89%	1,401	1,738
Equipment	0	6		0	1
Total Audio Visual	26,979	32,086	-15.92%	2,304	2,865
TOTAL CIRCULATION	215,419	229,952	-6.32%	22,978	22,222
Placentia Circulation	124,631	128,874	-3.29%	12,089	12,912
% Placentia Circulation	57.86%	56.04%	3.23%	52.61%	58.10%
Anaheim/Yorba Linda Circulation	44,344	51,682	-14.20%	4,557	4,572
% Anaheim/Yorba Linda Circulation	20.58%	22.48%	-8.41%	19.83%	20.57%
TYPES OF BORROWERS					
Adult	159,715	179,108	-10.83%	15,528	17,467
Young Adult	1,851	1,476	25.41%	178	219
Juvenile	46,424	46,187	0.51%	4,308	4,162
New Borrower	7,364	3,112	136.63%	1,087	371
Non Resident	0	0	0.00%	0	0
Other	68	71	-4.23%	14	4
TOTAL BORROWERS	215,422	229,954	-6.32%	21,115	22,223
ATTENDANCE	242,111	278,326	-13.01%	38,888	41,758
Adult Reference - In Building	21,135	16,702	26.54%	2,925	2,364
Adult Reference - Telephone	3,608	2,901	24.37%	391	383
Children's Reference - In Building	11,396	6,818	67.15%	1,058	844
Children's Reference - Telephone	574	0	N.A.	52	0
Total Adult Reference	24,743	19,603	26.22%	3,316	2,747
Total Children's Reference	11,970	6,818	75.56%	1,110	844
Total In Building Reference	32,531	23,520	38.31%	3,983	3,208
Total Telephone Reference	4,182	2,901	44.16%	443	383
TOTAL REFERENCE	36,713	26,421	38.95%	4,426	3,591

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CITY OF PLACENTIA INVOICES

PERIOD COVERED FY1991-1992	DATE INVOICE	S. CA EDISON	TURF	GROUNDS	MAINT/ REPAIRS	FIRE INS	CIV CTR BONDS	TOTAL
Jul 1991	Oct 21, 1991	5,436.27	914.76	-1,614.54	0.00			7,965.57
Aug 1991	Nov 25, 1991	8,086.00	914.76	2,317.99	0.00			9,318.75
Sep 1991	Dec 6, 1991	5,737.54	971.48	1,371.04	0.00			8,080.06
Oct 1991	Jan 16 1992	4,668.80	971.48	1,089.79	0.00			6,730.07
Nov 1991	Feb 7, 1992	4,396.07	971.48	1,076.31	0.00			6,443.86
Dec 1991	Feb 26, 1992	3,857.87	971.48	2,055.94	0.00			6,885.29
Jan 1992	Mar 2, 1992	4,012.65	971.48	1,041.07	210.73			6,235.93
Feb 1992	Mar 25, 1992	4,144.69	971.48	1,656.99	0.00			6,773.16
Mar 1992	Apr 22, 1992	4,068.44	971.48	687.48	0.00			5,727.40
Apr 1992	May 22, 1992	4,817.50		586.63	0.00			5,404.13
May 1992	Jul 29, 1992	4,881.54	971.48	610.75	169.14			6,632.91
Jun 1992	Jul 29, 1992	6,178.08	971.48	698.15	381.50			8,229.21
TOTAL		58,285.45	10,572.84	14,806.68	761.37	0.00	0.00	84,426.34
AVG		4,857.12	881.07	1,233.89	63.45	0.00	0.00	7,035.53

PERIOD COVERED FY1992-1993	DATE INVOICE	S. CA EDISON	TURF	GROUNDS	MAINT/ REPAIRS	FIRE INS	CIV CTR BONDS	TOTAL
Jul 1992	Aug 27, 1992	6,272.41	971.48	737.51	0.00			7,981.40
Aug 1992	Oct 22, 1992	6,524.22	971.48	935.65	116.60			8,547.95
Sep 1992	Oct 22, 1992	6,171.20	971.48	764.06	660.13			8,566.87
Oct 1992	Nov 24, 1992	4,992.07	971.48	696.64	307.17			6,967.36
Nov 1992	Dec 18, 1992	4,232.76	971.48	957.68	0.00			6,161.92
Dec 1992	Feb 24, 1993	2,965.93	971.48	743.27	84.42			4,765.10
Jan 1993	Feb 24, 1993	2,953.86	971.48	768.77	173.14			4,887.25
Feb 1993	Apr 21, 1993	3,625.55	971.48	969.05	288.92			5,755.00
Mar 1993	Apr 21, 1993	3,790.10	971.48	785.83	337.01			5,884.42
Apr 1993	Jun 10, 1993	4,325.98	971.48	694.27	0.00		3,614.72	9,606.45
May 1993	Jun 21, 1993	4,707.57	971.48	1,072.18	0.00			6,751.23
Jun 1993	Jul 29, 1993	5,952.07	971.48	1,036.71	0.00			7,960.28
TOTAL		58,413.72	11,657.76	10,161.62	1,967.39	0.00	3,614.72	83,815.21
AVG		4,701.14	971.48	846.80	163.95			6,984.60

PERIOD COVERED FY1993-1994	DATE INVOICE	S. CA EDISON	TURF	GROUNDS	MAINT/ REPAIRS	FIRE INS	CIV CTR BONDS	TOTAL
Jul 1993	Sep 2, 1993	5,529.93	971.48	727.93	0.00			7,229.34
Aug 1993	Oct 11, 1993	5,715.29	971.48	734.39	0.00	1,796.25		9,217.41
Sep 1993	Dec 15, 1993	4,803.98	971.48	1,063.29	0.00			6,838.75
Oct 1993	Dec 15, 1993	3,885.50	971.48	619.84	0.00			5,476.82
Nov 1993	Dec 15, 1993	3,688.52	971.48	908.50	0.00		234.50	5,803.00
Dec 1993	Feb 10, 1994	3,664.30	971.48	982.15	335.31			5,953.24
Jan 1994	Mar 14, 1994	3,349.29	971.48		0.00			4,320.77
Feb 1994	Mar 24, 1994	3,715.12	971.48	1,658.34	391.69			6,736.63
Mar 1994	Jun 10, 1994	3,601.89	971.48	748.54	0.00			5,521.91
Apr 1994	Jun 10, 1994	3,952.49	971.48	755.39	2,284.69		1,605.50	9,549.55
May 1994	Jun 14, 1994	4,332.79	971.48	785.36	387.88			6,477.51
Jun 1994	Jul 22, 1994	5,638.36	971.48	725.34	0.00	0.00	0.00	7,333.18
TOTAL		52,075.46	11,657.76	9,709.07	3,379.57	1,796.25	1,840.00	80,458.11
AVG		4,339.62	971.48	809.09	281.63			6,704.84

PERIOD COVERED FY1994-1995	DATE INVOICE	S. CA EDISON	TURF	GROUNDS	MAINT/ REPAIRS	FIRE INS	CIV CTR BONDS	TOTAL
Jul 1994	Aug 19, 1994	5,482.30	609.68	1,036.62	443.32	0.00	0.00	7,571.92
Aug 1994	Sep 19, 1994	5,954.67	900.00	711.90	0.00	0.00	0.00	7,566.57
Sep 1994	Oct 20, 1994	5,588.85	900.00	688.04	107.50	0.00	0.00	7,284.39
Oct 1994	Nov 16, 1994	4,312.18	900.00	691.73	107.50	0.00	0.00	6,011.41
Nov 1994	Jan, 1995	3,091.73	900.00	720.39	0.00	0.00	0.00	4,712.12
Dec 1994	Jan 11, 1995	3,837.58	0.00	710.80	107.50	0.00	0.00	4,655.98
Jan 1995	Feb 15, 1995	3,408.78	1,530.00	927.11	107.50	0.00	0.00	5,973.39
Feb 1995	Mar 9, 1995	3,584.55	765.00	713.10	107.50	0.00	0.00	5,170.15
Mar 1995	Apr 11, 1995	3,645.82	765.00	709.87	153.34	0.00	0.00	5,274.03
Apr 1995	May 8, 1995	3,655.84	765.00	720.60	0.00	0.00	0.00	5,141.44
May 1995								0.00
Jun 1995								0.00
TOTAL		42,562.30	8,034.68	7,630.26	1,134.16	0.00	0.00	59,361.40
AVG		4,256.23	803.47	763.03	113.42			5,936.14

TOTAL DOLLARS SPENT

FY1991-1992	LABOR	EQUIPMENT	MATERIAL	TOTAL 50% LIBRARY	
Jul 1991	2,510.63	616.00	103.45	3,229.08	1,614.54
Aug 1991	2,868.06	1,227.00	540.92	4,635.98	2,317.99
Sep 1991	2,143.26	564.00	34.82	2,742.08	1,371.04
Oct 1991	1,647.90	471.00	60.68	2,179.58	1,089.79
Nov 1991	1,689.80	428.00	34.82	2,152.62	1,076.31
Dec 1991	2,674.89	1,432.50	4.48	4,111.87	2,055.94
Jan 1992	1,689.80	360.00	32.34	2,082.14	1,041.07
Feb 1992	2,648.68	584.00	101.30	3,313.98	1,656.99
Mar 1992	969.68	360.00	45.27	1,374.95	687.48
Apr 1992	914.93	224.00	34.33	1,173.26	588.63
May 1992	916.24	258.00	47.26	1,221.50	610.75
Jun 1992	1,069.97	292.00	34.33	1,396.30	698.15
TOTAL	21,743.84	6,795.50	1,074.00	29,613.34	14,806.67
AVG	1,811.99	566.29	89.50	2,467.78	1,233.89

FY1992-1993	LABOR	EQUIPMENT	MATERIAL	TOTAL 50% LIBRARY	
Jul 1992	1,180.60	275.00	19.41	1,475.01	737.51
Aug 1992	1,415.02	411.00	45.27	1,871.29	935.65
Sep 1992	1,058.78	437.00	32.34	1,528.12	764.06
Oct 1992	1,092.90	258.00	42.37	1,393.27	696.64
Nov 1992	1,403.88	505.00	6.48	1,915.36	957.68
Dec 1992	1,118.20	292.00	32.34	1,442.54	721.27
Jan 1993	1,213.20	292.00	32.34	1,537.54	768.77
Feb 1993	1,458.68	462.00	17.41	1,938.09	969.05
Mar 1993	1,213.32	328.00	32.34	1,571.66	785.83
Apr 1993	1,081.20	275.00	32.34	1,388.54	694.27
May 1993	1,723.03	360.00	61.32	2,144.35	1,072.18
Jun 1993	1,624.08	417.00	32.34	2,073.42	1,036.71
TOTAL	15,582.89	4,310.00	386.30	20,279.19	10,139.60
AVG	1,298.57	359.17	32.19	1,689.93	844.97

FY1993-1994	LABOR	EQUIPMENT	MATERIAL	TOTAL 50% LIBRARY	
Jul 1993	1,212.44	224.00	19.41	1,455.85	727.93
Aug 1993	1,212.44	224.00	32.34	1,468.78	734.39
Sep 1993	1,403.88	687.00	35.69	2,126.57	1,063.29
Oct 1993	992.92	224.00	22.76	1,239.68	619.84
Nov 1993	1,433.52	309.00	74.48	1,817.00	908.50
Dec 1993	1,486.11	440.00	58.20	1,984.31	982.16
Jan 1994	1,407.67	343.00	25.87	1,776.54	888.27
Feb 1994	1,213.32	292.00	34.82	1,540.14	770.07
Mar 1994	1,162.20	292.00	42.87	1,497.07	748.54
Apr 1994	1,125.36	366.00	19.41	1,510.77	755.39
May 1994	1,213.32	309.00	48.39	1,570.71	785.36
Jun 1994	1,213.32	207.00	30.35	1,450.67	725.34
TOTAL	15,056.50	3,917.00	444.59	19,418.09	9,709.04
AVG	1,254.71	326.42	37.05	1,618.17	809.09

FY1994-1995	LABOR	EQUIPMENT	MATERIAL	TOTAL 50% LIBRARY	
Jul 1994	1,660.80	360.00	52.44	2,073.24	1,036.62
Aug 1994	1,213.32	204.00	6.48	1,423.80	711.90
Sep 1994	1,151.10	204.00	20.97	1,376.07	688.04
Oct 1994	1,151.10	204.00	28.36	1,383.46	691.73
Nov 1994	1,213.32	204.00	23.46	1,440.78	720.39
Dec 1994	1,213.32	204.00	4.48	1,421.80	710.90
Jan 1995	1,495.74	354.00	4.48	1,854.22	927.11
Feb 1995	1,213.32	189.00	23.88	1,426.20	713.10
Mar 1995	1,259.16	189.00	17.41	1,465.57	732.79
Apr 1995	1,213.32	204.00	23.88	1,441.20	720.60
May 1995				0.00	0.00
Jun 1995				0.00	0.00
TOTAL	12,784.50	2,316.00	205.84	15,306.34	7,653.17
AVG	1,278.45	231.60	20.58	1,530.63	765.32

DOLLARS BY TYPE OF WORKER

FY1991-1992	SUPERVISOR	CREWLEAD	SWEEPER	TRIMMER	MAINT WORK	TOTAL
Jul 1991	331.32	347.55	44.36	0.00	1,787.40	2,510.63
Aug 1991	276.10	1,390.20	44.36	561.60	695.80	2,868.06
Sep 1991	276.10	695.10	44.36	234.00	893.70	2,143.26
Oct 1991	250.64	398.66	47.02	92.88	858.80	1,647.90
Nov 1991	313.30	298.92	47.02	0.00	1,030.56	1,689.80
Dec 1991	469.95	498.20	47.02	371.52	1,288.20	2,674.89
Jan 1992	313.30	298.92	47.02	0.00	1,030.56	1,689.80
Feb 1992	626.60	348.74	47.02	424.00	1,202.32	2,648.68
Mar 1992	187.98	199.28	47.02	106.00	429.40	969.68
Apr 1992	93.99	99.64	47.02	169.00	515.28	914.93
May 1992	125.48	99.64	47.02	0.00	644.10	916.24
Jun 1992	125.48	124.55	47.02	0.00	772.92	1,069.97
TOTAL	3,390.24	4,799.30	656.26	1,949.00	11,049.04	21,743.84
AVG	282.52	399.94	46.36	162.42	920.75	1,811.99

DOLLARS BY TYPE OF WORKER

FY1992-1993	SUPERVISOR	CREWLEAD	SWEEPER	TRIMMER	MAINT WORK	TOTAL
Jul 1992	125.32	149.46	47.02		858.80	1,180.60
Aug 1992	187.98	149.46	47.02		1,030.56	1,415.02
Sep 1992	125.32	149.46	47.02	92.88	644.10	1,058.78
Oct 1992	186.66	153.36	48.24		704.64	1,092.90
Nov 1992	248.88	255.60	48.24	190.56	660.60	1,403.88
Dec 1992	248.88	204.48	48.24		660.60	1,162.20
Jan 1993	248.88	255.60	48.12		660.60	1,213.20
Feb 1993	311.00	306.72	48.24		792.72	1,458.68
Mar 1993	248.88	255.60	48.24		660.60	1,213.32
Apr 1993	248.88	255.60	48.24		528.48	1,081.20
May 1993	311.11	306.72	48.24		1,056.96	1,723.03
Jun 1993	248.88	255.60	48.24	190.56	880.80	1,624.08
TOTAL	2,740.67	2,697.66	575.10	474.00	9,139.48	15,626.89
AVG	228.39	224.81	47.93	39.50	761.62	1,302.24

DOLLARS BY TYPE OF WORKER

FY1993-1994	SUPERVISOR	CREWLEAD	SWEEPER	TRIMMER	MAINT WORK	TOTAL
Jul 1993	248.00	255.60	48.24		660.60	1,212.44
Aug 1993	248.00	255.60	48.24		660.60	1,212.44
Sep 1993	248.88	255.60	48.24	190.56	660.60	1,403.88
Oct 1993	248.88	255.60	48.24		440.20	992.92
Nov 1993	248.88	255.60	48.24		880.80	1,433.52
Dec 1993	311.11	255.60	48.24	190.56	660.60	1,466.11
Jan 1994	311.11	255.60	48.24		792.72	1,407.67
Feb 1994	248.88	255.60	48.24		660.60	1,213.32
Mar 1994	248.88	204.48	48.24		660.60	1,162.20
Apr 1994	248.88	204.48	48.24	95.28	528.48	1,126.36
May 1994	248.88	255.60	48.24		660.60	1,213.32
Jun 1994	248.88	255.60	48.24		660.60	1,213.32
TOTAL	3,109.26	2,964.96	578.88	476.40	7,927.00	15,056.50
AVG	259.11	247.08	48.24	39.70	660.58	1,254.71

DOLLARS BY TYPE OF WORKER

FY1994-1995	SUPERVISOR	CREWLEAD	SWEEPER	TRIMMER	MAINT WORK	TOTAL
Jul 1994	248.88	306.72	48.24	0.00	1,056.96	1,660.80
Aug 1994	248.88	255.60	48.24	0.00	660.60	1,213.32
Sep 1994	186.66	255.60	48.24	0.00	660.60	1,151.10
Oct 1994	186.66	255.60	48.24	0.00	660.60	1,151.10
Nov 1994	248.88	255.60	48.24	0.00	660.60	1,213.32
Dec 1994	248.88	255.60	48.24	0.00	660.60	1,213.32
Jan 1995	311.10	255.60	48.24	0.00	880.80	1,495.74
Feb 1995	248.88	255.60	48.24	0.00	660.60	1,213.32
Mar 1995	248.88	255.60	48.24	23.82	682.62	1,259.16
Apr 1995	248.88	255.60	48.24	0.00	660.60	1,213.32
May 1995						0.00
Jun 1995						0.00
TOTAL	2,428.58	2,607.12	482.40	23.82	7,244.58	12,784.50
AVG	242.66	260.71	48.24	2.38	724.46	1,278.45

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TIME BY TYPE OF WORKER

FY1991-1992	SUPERVISOR	CREWLEAD	SWEEPER	BLDG MAINT		TOTAL
				TRIMMER	MAINT WORK	
Jul 1991	12.00	15.00	2.00	0.00	90.00	119.00
Aug 1991	10.00	60.00	2.00	24.00	30.00	126.00
Sep 1991	10.00	30.00	2.00	10.00	60.00	112.00
Oct 1991	8.00	16.00	2.00	4.00	40.00	70.00
Nov 1991	10.00	12.00	2.00	0.00	48.00	75.00
Dec 1991	15.00	20.00	2.00	18.00	60.00	113.00
Jan 1992	10.00	12.00	2.00	0.00	48.00	72.00
Feb 1992	20.00	14.00	2.00	16.00	66.00	108.00
Mar 1992	6.00	8.00	2.00	4.00	20.00	40.00
Apr 1992	3.00	4.00	2.00	6.00	24.00	39.00
May 1992	4.00	4.00	2.00	0.00	30.00	40.00
Jun 1992	4.00	5.00	2.00	0.00	36.00	47.00
TOTAL	112.00	200.00	24.00	80.00	542.00	901.00
AVG	9.33	16.67	2.00	6.67	45.17	75.08

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TIME BY TYPE OF WORKER

FY1992-1993	SUPERVISOR	CREWLEAD	SWEEPER	BLDG MAINT		TOTAL
				TRIMMER	MAINT WORK	
Jul 1992	4.00	6.00	2.00	0.00	40.00	52.00
Aug 1992	6.00	6.00	2.00	0.00	48.00	62.00
Sep 1992	4.00	6.00	2.00	4.00	30.00	46.00
Oct 1992	6.00	8.00	2.00		32.00	46.00
Nov 1992	8.00	10.00	2.00	8.00	30.00	58.00
Dec 1992	8.00	8.00	2.00		30.00	48.00
Jan 1993	8.00	10.00	2.00		30.00	50.00
Feb 1993	10.00	12.00	2.00		36.00	60.00
Mar 1993	8.00	10.00	2.00		30.00	50.00
Apr 1993	8.00	10.00	2.00		24.00	44.00
May 1993	10.00	12.00	2.00		48.00	72.00
Jun 1993	8.00	10.00	2.00	8.00	40.00	68.00
TOTAL	88.00	106.00	24.00	20.00	418.00	656.00
AVG	7.33	8.83	2.00	1.67	34.83	54.67

TIME BY TYPE OF WORKER

FY1993-1994	SUPERVISOR	CREWLEAD	SWEEPER	BLDG MAINT		TOTAL
				TRIMMER	MAINT WORK	
Jul 1993	8.00	10.00	2.00		30.00	50.00
Aug 1993	8.00	10.00	2.00		30.00	50.00
Sep 1993	8.00	10.00	2.00	8.00	30.00	58.00
Oct 1993	8.00	10.00	2.00		20.00	40.00
Nov 1993	8.00	10.00	2.00		40.00	60.00
Dec 1993	10.00	10.00	2.00	8.00	30.00	60.00
Jan 1994	10.00	10.00	2.00		36.00	58.00
Feb 1994	8.00	10.00	2.00		30.00	50.00
Mar 1994	8.00	8.00	2.00		30.00	48.00
Apr 1994	8.00	8.00	8.00	4.00	24.00	52.00
May 1994	8.00	10.00	2.00		30.00	50.00
Jun 1994	8.00	10.00	2.00		30.00	50.00
TOTAL	100.00	116.00	30.00	20.00	360.00	626.00
AVG	8.33	9.67	2.50	1.67	30.00	52.17

TIME BY TYPE OF WORKER

FY1994-1995	SUPERVISOR	CREWLEAD	SWEEPER	BLDG MAINT		TOTAL
				TRIMMER	MAINT WORK	
Jul 1994	8.00	12.00	2.00	0.00	48.00	70.00
Aug 1994	8.00	10.00	2.00	0.00	30.00	50.00
Sep 1994	6.00	10.00	2.00	0.00	30.00	48.00
Oct 1994	6.00	10.00	2.00	0.00	30.00	48.00
Nov 1994	8.00	10.00	2.00	0.00	30.00	50.00
Dec 1994	8.00	10.00	2.00	0.00	30.00	50.00
Jan 1995	10.00	10.00	2.00	0.00	40.00	62.00
Feb 1995	8.00	10.00	2.00	0.00	30.00	50.00
Mar 1995	8.00	10.00	2.00	1.00	31.00	52.00
Apr 1995	8.00	10.00	2.00	0.00	30.00	50.00
May 1995						0.00
Jun 1995						0.00
TOTAL	78.00	102.00	20.00	1.00	329.00	530.00
AVG	7.80	10.20	2.00	0.10	32.90	53.00

TO: Library Board of Trustees

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

DATE: May 15, 1995

SUBJECT: **3rd Quarter Report to the State Library of California for the California Literacy Campaign Matching Funds Grant for Fiscal Year 1994-1995**

BACKGROUND:

Attached is a copy of the District's 23rd Quarter Report to the State Library of California for the California Literacy Campaign Matching Funds Grant for Fiscal Year 1994-1995.

Filing this report is required in order for the District to remain eligible for future California Literacy Campaign Matching Grants.

RECOMMENDATION:

Receive and file.

3RD QUARTER
JANUARY-MARCH

4TH QUARTER
APRIL-JUNE

1ST QUARTER
JULY - SEPTEMBER

2ND QUARTER
OCTOBER-DECEMBER

X

Placentia Library District

Name of Library

Instructions:

1. Submit one original plus two copies of this report with other reports required.
2. Send to: California State Library, Fiscal Office, Room 215 - Literacy, PO BOX 942837, Sacramento, CA 94237-0001

BUDGET CATEGORIES	BUDGET			EXPEND. THIS QTR.			EXPENDITURES YEAR-TO-DATE		
	(a) Approved CLSA	(b) Other*	(c) TOTAL For Year (a+b)	(d) CLSA	(e) Other	(f) CLSA	(g) Other	(h) TOTAL Expenditures (f+g)	
1. Personnel	2,185	38,942	41,127	-0-	9,071.19	2,185	25,117.41	27,302.41	
2. Library Materials	-0-	185	185	-0-	-0-	-0-	-0-	-0-	
3. Operations	7,000	3,000	10,000	1,016	401	4,013	957	4,970	
4. Equipment	-0-	3,500	3,500	-0-	-0-	-0-	3,119	3,119	
5. Indirect	-0-	-0-	-0-	-0-	-0-	-0-	-0-	-0-	
6. Total	9,185	45,627	54,812	1,016	9,472.19	6,198	29,193.41	35,391.19	

"OPERATIONS" DETAIL	BUDGET			EXPEND. THIS QTR.			EXPENDITURES YEAR-TO-DATE		
	(a) Approved CLSA	(b) Other*	(c) TOTAL For Year (a+b)	(d) CLSA	(e) Other	(f) CLSA	(g) Other	(h) TOTAL Expenditures (f+g)	
1. Contract Services	800	-0-	800	200	-0-	650	-0-	650	
2. Travel	800	-0-	800	26	-0-	108	-0-	108	
3. Office Supplies	900	1,000	1,900	59	-0-	290	-0-	290	
4. Printing	2,600	-0-	2,600	539	-0-	1,482	-0-	1,482	
5. Instr. Resources	500	1,000	1,500	-0-	401	500	477	977	
6. Communications	900	-0-	900	192	-0-	898	480	1,377	
7. Other	500	250	750	-0-	-0-	85	-0-	85	
TOTAL	7,000	3,000	10,000	1,016	401	4,013	957	4,970	

E. N. Nade
Signature of Representative of Fiscal Agent
or of Library receiving funds

Library Director 04/24/95
Date

Charlene Dumitru
Contact Person

Admin. Assistant (714) 528-15
Title

Phone

*Sources of "other" funds of \$200 or more attached.

CALIFORNIA LIBRARY LITERACY SERVICE

In-Kind Resource Development (Fiscal Year 94/95)

1st Quarter July-September
 2nd Quarter October-December
 3rd Quarter January-March
 4th Quarter April-June

Instructions: 1. Submit one original plus two copies of this report with other reports required.
 2. Send to: California State Library, Fiscal Office, Room 215 - Literacy, PO BOX 942837, Sacramento, CA 94237-0001

1. IN KIND SERVICES (In Dollar Equivalents)	Church/ Service Groups	Business	Education	County/ Municipal	Foundation	Other	This Qtr's Total Resources	TOTAL YEAR-TO- DATE	This Year's Goals	
									5,000	1,000
a) Space				860			860	2,560		
b) Materials								50		
c) Equipment										
d) Printing				207			207	428		
e) Professional Services			125				125	350		
f) Other										
COLUMN TOTALS FOR QTR			125	1,067			1,192			
COLUMN TOTALS FOR YTD			350	2,988		50		3,388		
TOTALS:										
2. VOLUNTEER HOURS										
a) Literacy Instruction							903	2,816		
b) Talent/Support Services							532	985		
GRAND TOTAL										
3,388										

Double Check: The sum of Line 'QTR' and 'YTD' GRAND Totals
 MUST EQUAL the sum of Column 'QTR' and 'YTD' GRAND Totals.

Katie Matas
 Contact Person

Literacy Coordinator
 Title

Signature of person submitting report

714-524-8408
 Telephone Number

Library Director 4/25/95
 Date

Comments:

CALIFORNIA LIBRARY LITERACY SERVICE

Adult Learner Activity Report (Fiscal Year 94/95)

Placentia Library District
Name of Library

1ST QUARTER
JULY - SEPTEMBER

2ND QUARTER
OCTOBER-DECEMBER

3RD QUARTER
JANUARY-MARCH

4TH QUARTER
APRIL-JUNE

Instructions:

1. Submit one original plus two copies of this report with other reports required.
2. Send to: California State Library, Fiscal Office, Room 215 - Literacy, PO BOX 942837, Sacramento, CA 94237-0001

QUARTERLY SUMMARY			TOTAL
1. Adult Learners receiving instruction at beginning of quarter (Same as #8 from last quarter's AL report)	1.		76
2. Adult Learners who began during quarter	2.		20
3. Adult Learners who left during quarter			
a. Learners who met goal	3a.	5	
b. Learners who became physically inaccessible this quarter	3b.	6	
c. Learners who left program for other reasons	3c.	3	
d. Learners who left program WITHOUT notification	3d.		
e. TOTAL (Sum of Items #3a thru #3d)	3e.		14
4. Adult Learners who received instruction during the quarter (#1 plus #2 minus #3d)	4.		96
5. Adult Learners referred to other programs (never instructed) this quarter	5.		7

CUMULATIVE SUMMARY			TOTAL
6. Cumulative total adult learners who received instruction this fiscal year-to-date (1st quarter = #4 above) (2nd, 3rd, 4th quarters = #2 above plus #6 from previous quarter)	6.		124
7. Cumulative total adult learners referred to other programs this fiscal year-to-date (1st quarter = #5 above) (2nd, 3rd, 4th quarters = #5 above plus #7 from previous quarter)	7.		13

END OF QUARTER STATUS			TOTAL
8. Adult Learners receiving instruction at end of quarter (#1 plus #2 minus #3e)	8.		82
9. Prospective Adult Learners awaiting instruction at end of quarter	9.		18

Adult Learner Activity Report (continued)

Characteristics of Adult Learners receiving instruction at end of quarter.

*** BE SURE that TOTALS for ethnicity, age and gender EACH equal Item #8 on previous page. ***

10. Ethnicity	Asian	Black	Hispanic	Native American	Pacific Islander	White	Other	Unknown	TOTAL
	35	1	33			13			82

11. Age Distribution	16-19	20-29	30-39	40-49	50-59	60-69	70+	Unknown	TOTAL
	4	17	22	19	11	4	2	3	82

12. Gender	Male	Female	TOTAL
	28	54	82

Double Check:

Do Items #10, #11, & #12 = #8 on previous page?

Placentia Library District
Name of Library

x *E. Matas*

Signature of person submitting this report

Library Director

Title

Date

Katie Matas

Contact Person

Literacy Coordinator 714-524-8408

Title

Phone

CALIFORNIA LIBRARY LITERACY SERVICE

Tutor Activity Report (Fiscal Year 94/95)

Placentia Library District
Name of Library

1ST QUARTER
JULY - SEPTEMBER

2ND QUARTER
OCTOBER-DECEMBER

3RD QUARTER
JANUARY-MARCH

4TH QUARTER
APRIL-JUNE

Instructions:

1. Submit one original plus two copies of this report with other reports required.
2. Send to: California State Library, Fiscal Office, Room 215 - Literacy, PO BOX 942837, Sacramento, CA 94237-0001

QUARTERLY SUMMARY			TOTAL
1. Tutors instructing at beginning of quarter (Same as #9 from previous quarter's Tutor report)	1.		55
2. Tutors who began instructing during quarter	2.		13
3. Tutors who left during quarter			
a. Tutors who left with notification	3a.	4	
b. Tutors who left WITHOUT notification	3b.		
c. TOTAL tutors who left (#3a plus #3b)	3c.		4
4. Total tutors who instructed during quarter (#1 plus #2 minus #3b (without notification only))	4.		68
5. Number of tutors trained during quarter	5.		22
6. Number of pre-service tutor workshops offered during quarter	6.		2

CUMULATIVE SUMMARY			TOTAL
7. Cumulative total tutors who instructed this fiscal year-to-date (1st Quarter = #4 above) (2nd, 3rd, 4th quarters = #2 above plus #7 from previous quarter)	7.		88
8. Cumulative total tutors trained this fiscal year-to-date (1st Quarter = #5 above) (2nd, 3rd, 4th quarters = #5 above plus #8 from previous quarter)	8.		60

END OF QUARTER STATUS			TOTAL
9. Tutors instructing at end of quarter (#1 plus #2 minus #3c)	9.		64
10. Prospective tutors awaiting training/matching at end of quarter	10.		11

Tutor Activity Report (continued)

Characteristics of Tutors instructing at end of quarter.

*** BE SURE that TOTALS for ethnicity, age and gender EACH equal Item #9 on previous page. ***

11. Ethnicity	Asian	Black	Hispanic	Native American	Pacific Islander	White	Other	Unknown	TOTAL
	6	1	4	0	1	52	0	0	64

12. Age Distribution	16-19	20-29	30-39	40-49	50-59	60-69	70+	Unknown	TOTAL
	0	14	16	16	6	6	6	0	64

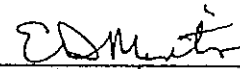
13. Gender	Male	Female	TOTAL
	9	55	64

Double Check:
Do Items #11, #12, & #13 = #9 on previous page

14a. Number of public sites used for literacy instruction during quarter	4
14b. Number of private homes used for literacy instruction during quarter	12

15. Legislative districts in which instruction occurred during quarter	
a. State Assembly District #(s):	72
b. State Senate District #(s):	33
c. U.S. Congressional District #(s):	39

Placentia Library District
Name of Library


Signature of person submitting this report

Library Director
Title

Katie Matas
Contact Person

Literacy Coordinator 714-524-8
Title Phone

CALIFORNIA LIBRARY LITERACY SERVICE

Quarterly Action Plan (Fiscal Year _____)

Placentia Library District

Name of Library _____

1ST QUARTER
JULY - SEPTEMBER

2ND QUARTER
OCTOBER-DECEMBER

3RD QUARTER
JANUARY-MARCH

4TH QUARTER
APRIL-JUNE

Instructions:

1. Submit one original plus two copies of this report with other reports required.
2. Send to: California State Library, Fiscal Office, Room 215 - Literacy, PO BOX 942837, Sacramento, CA 94237-0001

1. What were your principal challenges for this past quarter?

1. Recruiting and training new tutors.
2. Providing support to the tutors and students in the program.
3. Encouraging tutors to report their hours.

2. How did you address these challenges?

1. Offered a 15-hour tutor training course.
2. Offered a 5-hour tutor training course to accommodate individuals who were unable to attend the longer course.
3. Held a post-holiday potluck for students and tutors to meet and share experiences.
4. Emphasized the need for monthly reporting at the tutor trainings.
5. Contacted tutors by telephone to request their monthly tutoring hours.

3. Based on these actions, what do you see as the principal challenges you face in the next quarter?

1. Recruiting new tutors.
2. Providing support to the tutors and students in the program.
3. Promoting the CALPEP forms and getting the tutors and students to complete them.

4. What local alliance formation activities occurred this quarter?

1. Continued participation in the Placentia Community Network.
2. Continued communication with local businesses through the Placentia Chamber of Commerce.
3. Worked with local Adult Education to provide classes for students in the Families for Literacy Program.

Quarterly Action Plan (continued)

5. What were your communication strategies for this quarter with respect to target audience, methods, and desired outcomes?

1. To include information on the literacy program in the city newsletter, the local cable TV channel, and in press releases to local newspapers.
2. To list tutor training classes in the community college adult education catalog.
3. To attend Placentia Chamber Mixers and breakfasts.
4. Contact tutors by phone to request monthly tutoring hours.
5. To promote the literacy program through speaking engagements at local organizations.

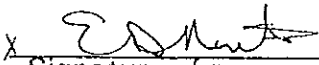
6. How were strategies implemented and what outcomes were achieved?

1. The city newsletter is distributed to every home in Placentia thereby providing every resident with information about the literacy program. The same is true of press releases in local newspapers.
2. Wide circulation of the Adult Education catalog gave the literacy program broad exposure.
3. Attendance at Chamber of Commerce functions provides the literacy program with visibility in the local business community.
4. The Literacy Coordinator, 2 students and a tutor spoke at a local Rotary Club meeting.

7. Based on outcomes attained, what do you plan for next quarter?

1. Offer a 15-hour tutor training workshop.
2. Participate in the Placentia Chamber of Commerce Business Expo.
3. Attend Placentia Chamber functions.
4. Participate in the Southern California Library Literacy Network's annual planning retreat.
5. Speak at various functions to civic and service organizations.
6. Participate in California State University, Fullerton's Internship Day.

Placentia Library District
Name of Library


Signature of person submitting this report


Library Director
Title

Date

Katie Matas
Contact Person

Literacy Coordinator 714 524-8408
Title Phone



TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director 
DATE: May 15, 1995
SUBJECT: **FY 1994-1995 Budget**

BACKGROUND:

Cash Flow Analysis:

The revised cash flow analysis for the second half of FY1994-1995 is Attachment A. This analysis changes on a weekly basis as new receipt and expenditure information is received.

In addition to the cash flow estimates on this worksheet the District has \$66,978.55 in its General Fund Savings Account waiting to be deposited with the Orange County Auditor. This amount increases the year end cash balance estimate from the \$151,869.85 to \$218,848.40.

Bankruptcy:

As of Thursday, May 11, 1995, no additional information was available about the status of the temporary order from Judge Ryan of the U.S. Bankruptcy Court agreeing to the Orange County Investment Pool Settlement Agreement. The Agreement is scheduled to become final on May 13, 1995, and the transfer of the settlement funds into the District's account at the County made on or before May 19, 1995.

On May 9, 1995, the District received from Price Waterhouse a Consent to Modifications to Comprehensive Settlement Agreement, dated May 5, 1995 (Attachment B). This document needed to be signed and returned by May 12, 1995. Since there was no change in the settlement amount for the District the Library Director and Board Secretary signed the document.

On Thursday, May 11, 1995, the District received by Certified Mail, the notice from the County of Orange that the close of the opportunity to change from Option B to Option A would be 9:00 A.M. on Wednesday, May 17, 1995. (Attachment C)

Several weeks ago each of the District's trustees received a letter from Assemblyman Curt Pringle and Senator John Lewis requesting that the District pass a resolution "forgiving" the final 11% of the Orange County Investment Pool Settlement Agreement so that the funds could be used by the County to pay its other debtors and bondholders so that the proposed sales tax increase would not be necessary. The Library Director did not receive a copy of this letter.

The response to Assemblyman Pringle and Senator Lewis from the Buena Park Library District is Attachment D and the response from the City of Placentia is Attachment E.

FY 1994-1995 Budget, May 15, 1995, Page 2.

A letter prepared by Buena Park Library Board Members and Director Colleen McGregor was signed jointly by the trustees of the Buena Park and Placentia Library Districts (Attachment F). This letter was sent to Assemblyman Pringle and to newspaper editors throughout the Orange County area.

The Board needs to determine whether and how it wants to respond on an individual basis.

Legislative:

President Dinsmore will have a report on her meetings with California Advocates Representative Mike Belote and the legislators with whom she visited in Sacramento during the California Library Association Legislative Day on May 2, 1995.

RECOMMENDATIONS:

1. Ratify signature by Secretary Sandra Stark and Library Director Elizabeth Minter, of the Consent to Modifications to Comprehensive Settlement Agreement, dated May 5, 1995, and its subsequent submission to Price Waterhouse by the requested deadline of May 12, 1995.
2. Determine response to request from Assemblyman Curt Pringle and Senator John Lewis.

*Stacy
anon*

Pring

Stacy *adamantly opposed to proposal*

Robin/Roy

Settlement
~~*Settlement*~~ *as negotiable + agreed up.*

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director
DATE: May 15, 1995
SUBJECT: Legislative: Senate Bill 10 (Killea, 2nd Extraordinary Session)

BACKGROUND:

City Manager Robert D'Amato called to my attention this afternoon the final version of Senate Bill 10 (Killea, 2nd Extraordinary Session). This Bill was amended six times from the date of its introduction on March 6, 1995, until its passage by the Senate on May 11, 1995. It was amended three times after the last copy was received by the District office following the April 4, 1995, amendment.

After talking with Mr. D'Amato I called California Advocates. They faxed me a copy of the enrolled version that has been sent to Governor Wilson for signature (Attachment G). I also talked at length with California Advocates Representative Bob Walter. (Mike Belote will be available to talk with me tomorrow.

Mr. Walters opined that Governor Wilson is likely to sign this bill because it is part of a 5-bill package on the Orange County Bankruptcy that was carefully negotiated by the various interested parties.

The problem area for the District is on page 6, section 30406 (b) which provides for the redirection of all property tax revenue in Orange County: 4% in year 1; 8% in year 2; 12 % in year 3; and 16% in years 4 through 20.

SB10 will go into effect only if Measure R fails to pass. If Measure R passes SB10 will not be implemented and the concerns identified below will be moot.

SB10 provides for serious erosion of the District's property tax -- 4% - 16% for 20 years.

Governor Wilson is likely to sign SB10 tomorrow or Wednesday. If the Board wishes to communicate with him it should do so tonight by fax.

If SB10 is signed the District could take the following actions:

1. Actively endorse the passage of Measure ~~M~~^R.
2. Request an Attorney General opinion about the status of the District pursuant to its inclusion in the Education Code and the District's resultant status with the Revenue and Taxation Code for "educational purposes". (Earlier in the Orange County bankruptcy crisis State Librarian Kevin Starr offered to the District the services of the State Library's Counsel. He could be asked to help the District phrase its question(s) for the Attorney General.)

Legislative: Senate Bill 10 (Killea, 2nd Extraordinary Session), May 15, 1995, Page 2.

It was the opinion of Mr. Walters that the Attorney General's opinion could be sought immediately, that the District does not need to wait until after the Measure R election.

Mr. Walters also cautioned the District that requesting an Attorney General's opinion is a double-edged sword as the opinions are published and can have serious consequences if they are not in the District's favor.

RECOMMENDATIONS:

- ~~1. Determine whether to ask Governor Wilson to veto Senate Bill 10 (Killea, 2nd Extraordinary Session).~~
- 1. Determine endorsement of Measure R.) debate to special meeting
- 2. Determine whether to request Attorney General's opinion on the status of the District as "educational" under the provisions of the Revenue and Taxation Code.

Stuhl
Shoh

~~Request~~
 Acting pursuant to the order of the Board of Directors as
 directed by the majority of the Board of Directors
 page on + to provide context
 with RP the Board,
 Page 2000 - as directed
 etc.

Placentia Library District
Post-Petition Cash Flow
May 15, 1995

Date	Item	Revenue	Expenditure	Balance
*Dec 1	Claim by Library Director		3,203.83	(3,203.83)
*Dec 6	Bankruptcy Petition			(3,203.83)
*Dec 7	Claim by Library Director		3,588.73	(6,792.56)
*Dec 8	Homeowners Subvention	2,197.81		(4,594.75)
*Dec 12	Payroll, Claim 3215		22,498.85	(27,093.60)
*Dec 19	Dec Claims Excl. Payroll		28,958.37	(56,051.97)
*Dec 22	Secured Property Tax	164,576.92		108,524.95
*Dec 22	Payroll, Claim 3216		22,498.85	86,026.10
*Dec 27	Secured Property Tax	55,478.67		141,504.77
*Dec	Tax Collection Charge by County Auditor		551.51	140,953.26
*Jan 3	Claim by Library Director		3,940.65	137,012.61
*Jan 5	Payroll, Claim 3226		19,034.68	117,977.93
*Jan 10	Homeowners Subvention	5,128.00		123,105.93
*Jan 16	Jan Claims Excl. Payroll		19,837.29	103,268.64
*Jan 18	Secured Property Tax	23,997.85		127,266.49
*Jan 19	Payroll, Claim 3227		19,034.68	108,231.81
*Jan 27	Secured Prior Year Property Tax (impounded)	624.42		108,856.23
*Jan 27	Unsecured Property Tax (impounded)	4,614.37		113,470.60
*Jan 27	Public Utility Tax (impounded)	72.96		113,543.56
*Jan 27	Secured Property Tax (impounded)	62,077.83		175,621.39
*Jan	Tax Collection Charge by County Auditor		228.42	175,392.97
*Feb 2	Payroll, Claim 3234		19,034.68	156,358.29
*Feb 8	Public Utility Tax	12,493.87		168,852.16
*Feb 9	Emergency Allocation	41,886.98		210,739.14
*Feb 13	Claims at Special Board Meeting		6,460.13	204,279.01
*Feb 16	Payroll, Claim 3235		19,034.68	185,244.33
*Feb 21	Feb Claims Excl. Payroll		26,176.31	159,068.02
*Feb	Tax Collection Charge by County Auditor		31.31	159,036.71
*Mar 1	Claim 3250 by Library Director		1,229.92	157,806.79
*Mar 2	Payroll, Claim 3248		19,034.68	138,772.11
*Mar 9	Pension Fund Contribution		33,665.86	105,106.25
*Mar 9	Semi-Annual Bond Payment		35,900.00	69,206.25
*Mar 13	Claim 3251 by Library Director		1,475.07	67,731.18
*Mar 16	Payroll, Claim 3249		19,034.68	48,696.50
*Mar 20	Mar Claims Excl. Payroll		14,616.49	34,080.01
*Mar 20	Insurance		11,829.75	22,250.26
*Mar 20	Increase Petty Cash Account		9,000.00	13,250.26
*Mar 30	Secured Property Tax	56,459.39		69,709.65
*Mar 30	Payroll, Claim 3259		19,034.68	50,674.97
*Mar	Tax Collection Charge by County Auditor		141.50	50,533.47
*Apr 6	Claim 3261 by Library Director		979.69	49,553.78
*Apr 13	Payroll, Claim 3260		19,034.68	30,519.10
*Apr 17	Apr Claims Excl. Payroll		12,108.52	18,410.58
*Apr 17	Public Officials Liability Insurance		3,393.91	15,016.67
*Apr 25	Secured Property Tax	217,187.07		232,203.74
*Apr 27	Payroll, Claim 3270		19,034.68	213,169.06
*Apr 27	Anaheim Library		37,312.29	175,856.77
*Apr	Tax Collection Charge by County Auditor		564.25	175,292.52
*May 1	Claim 3273 by Library Director		3,209.17	172,083.35
*May 10	Homeowners Subvention	5,128.22		177,211.57
*May 11	Payroll, Claim 3271		19,034.68	158,176.89
May 15	Supplemental Property Tax	2,000.00		160,176.89
May	May Claims Excl. Payroll		24,000.00	136,176.89
May 18	Secured Property Tax	82,700.00		218,876.89
*May 25	Payroll, Claim 3272		19,034.68	199,842.21
May 25	Utility Tax	12,300.00		212,142.21
May	Tax Collection Charge by County Auditor		200.00	211,942.21
Jun 8	Homeowners Subvention	2,197.00		214,139.21
*Jun 8	Payroll		19,034.68	195,104.53
Jun 19	Unsecured Tax			195,104.53
Jun	Jun Claims Excl. Payroll		24,000.00	171,104.53
Jun 21	Prior Year Unsecured Tax			171,104.53
*Jun 22	Payroll		19,034.68	152,069.85
Jun	Tax Collection Charge by County Auditor		200.00	151,869.85
		751,121.36	599,251.51	151,869.85



LAW OFFICES OF
PILLSBURY MADISON & SUTRO

FRANCISCO
ANGELES
SAN JOSE
WASHINGTON, D.C.

WRITER'S DIRECT DIAL NUMBER
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SUITE 1800
101 WEST BROADWAY
SAN DIEGO, CALIFORNIA 92101
TELEPHONE (619) 234-5000
TELECOPIER (619) 236-1995

ORANGE COUNTY
SACRAMENTO
MENLO PARK
TOKYO

May 5, 1995

TO: **ORANGE COUNTY INVESTMENT POOL
PARTICIPANTS' DISTRIBUTION LIST**

Re: In Re County of Orange
Case No. SA-94-22272-JR
In Re Orange County Investment Pools
Case No. SA-94-22273-JR

Consent to Modifications to Comprehensive Settlement
Agreement

Dear Orange County Investment Pool Participant:

As you already know, United States Bankruptcy Judge John E. Ryan approved the Comprehensive Settlement Agreement on May 2, 1995. Upon the Court's Order becoming final, the distributions called for in the Agreement will occur.

Subsequent to sending the original Settlement Agreement to all of the Participants in the Orange County Investment Pool ("OCIP") for acceptance, certain inaccuracies in the Agreement (such as incorrect cross-references or imprecise definitions) and various errors in the schedules which comprise Exhibits 1, 2 and 3, were identified. The enclosed pages of the Settlement Agreement identify the minor modifications worked out with the County's attorneys to correct such inaccuracies in the agreement itself.¹ If your agency's name is not listed on the

1 Enclosed herewith you will find Pages 8, 9, 10, 12, 14, 15, 16, 18, 28, 29, 33, [REDACTED] 37, 40, 47, 48, 52, 54 and 55 of the Comprehensive Settlement Agreement regarding Orange County Investment Pools (the "Settlement Agreement"), as well as a revised version of Exhibit 3 thereto and a set of adjustments to Exhibits 1, 2 and 3 to the Settlement Agreement. The revised version of Exhibit 3 reflects various reallocations among the County Administered Accounts and does not impact distributions to Non-County Pool Participants from the OCIP. The adjustments to Exhibits 1, 2 and 3 identified in the four pages so entitled generally increase the distributions to be made to Non-County Pool Participants under the Settlement Agreement. The one exception relates to the Orange County Sanitation District.

TO ORANGE COUNTY INVESTMENT POOL
PARTICIPANTS' DISTRIBUTION LIST
May 5, 1995
Page 2

accompanied schedules of adjustments, your distributions are not affected by the adjustments.

The Debtors require that the written consent of all Settling Non-County Pool Participants to modifications, reallocations and adjustments be received prior to disbursements from the OCIP.

You may indicate your consent by having an appropriate official execute and return the signature page of this letter to Price Waterhouse in the envelope which has been provided for that purpose.

In addition to the foregoing, the County has indicated that it will disburse the funds in the Investment Pools to Settling Non-County Pool Participants in one of three ways:

1. A check in the amount of a Settling Non-County Pool Participants' initial cash distribution may be picked up at the County offices after 9:00 a.m. on May 19, 1995;
2. A check in such amount will be sent to you via Federal Express on May 19 for delivery on May 22; or
3. In the absence of receipt of any instructions from you for the issuance of a check, your cash distribution upon the Settlement Agreement becoming effective will be transferred to the accounts maintained at the County for the deposit and investment of post-petition taxes and other revenues and deposits received by the County from or for the benefit of Pool Participants.

If you wish either to pick up a check in the amount of your cash distribution from the County, or to have the County send that check to you, you must make that election on the accompanying Instructions for Distribution form and return it with the executed signature page of this letter to Price Waterhouse in the envelope which has been provided for that purpose.

Lastly, if you originally selected Option B when you entered into the Settlement Agreement, you have the right to change your selection to Option A at any time prior to May 13, 1995. (The County has informed us that they intend to eliminate this option effective at 9:00 a.m. on May 13, 1995). If you originally selected Option B, a blank form Agreement to Become Settling Non-County Pool Participant is enclosed. You may

v. "Litigation Proceeds" means any cash or other property (excluding any cancellation or modification of indebtedness of the County, but subject to Section ~~11(f)~~ 11(g)) received or recovered from anyone other than a Party to this Agreement, including, but not limited to, awards of interest, attorney's fees, penalties, actual or punitive damages, and increased ownership interests in property, on account of any Pool-Related Claims of the County and any of the Assigned Pool-Related Claims, whether by way of settlement, litigation, or otherwise, but specifically excluding any payment or distribution received by the County out of Pool Assets or out of the Withheld Proceeds or the Fannie Mae Escrow and any other payment or other distribution received by the County under this Agreement.

w. "Net Litigation Proceeds" means the amount which remains after deducting Litigation Costs from Litigation Proceeds.

x. "Net Proceeds," when used with respect to an asset, means the proceeds received upon the sale or other disposition of or realization upon such asset, less (i) commissions and other costs incurred in such sale or other disposition or realization, and (ii) any payments made or withheld from such proceeds on account of any claim secured by such asset.

y. "Non-County Pool Participant" and "Non-County Pool Participants" ~~have the~~ meanings set forth in the introductory paragraphs hereof; provided, however, that notwithstanding anything to the contrary in this Agreement, the Irvine Coast Assessment District and Irvine Coast CFD 88-1 shall not be deemed to be Non-County Pool Participants, and shall instead be deemed to be County-Administered Accounts.

TO ORANGE COUNTY INVESTMENT POOL
PARTICIPANTS' DISTRIBUTION LIST
May 5, 1995
Page 3

exercise your right to change your selection to Option A by having an appropriate official execute the enclosed copy of that form Agreement, date it and initial the box adjacent to the Option A selection and then return the form Agreement to Price Waterhouse along with the signature page to this letter by May 12, 1995.

BOTH THE SIGNATURE PAGE OF THIS LETTER AND YOUR PAYMENT INSTRUCTIONS MUST BE RECEIVED BY PRICE WATERHOUSE BY NO LATER THAN 5:00 P.M. ON FRIDAY, MAY 12, 1995, IN ORDER TO ENSURE THAT YOUR DISTRIBUTION FROM THE OCIP CAN BE MADE BY MAY 19, 1995. The address for Price Waterhouse is:

575 Anton Boulevard, Suite 1100
Costa Mesa, California 92626
Attention: Mr. Bernie Burke

Very truly yours,

Patrick C. Shea /CB

Patrick C. Shea

PCS:bc
Enclosures

cc: Official Committee of Pool Participants

**CONSENT TO MODIFICATIONS, REALLOCATIONS
AND ADJUSTMENTS PER POOL PARTICIPANTS LETTER
OF MAY 5, 1995, GRANTED BY:**

Placentia Library District of Orange County
[Name of Settling Pool Participant]

By: *Elizabeth D. Minto* *Laundrea Slack*

Its: Library Director

Secretary of Board of Trustees