



*CALTAG Ad Meeting - ~~Commerce~~ Lib; Set Mar 7  
Tool Kit -  
Gold Fund Decision Group -*

5. Board President Report.

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

6. Trustee Reports

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

7. Friends of Placentia Library Board of Directors Report

Presentation: Representative, Friends of Placentia Library

8. Placentia Library Foundation Board of Directors Report

Presentation: President, Placentia Library Foundation

CLAIMS (Items 9 - 12)

Presentation: Library Director  
Recommendation: Approve by Motion

*Items 9 - 12 may be considered together as one motion to "Approve the Claims, and Receive & File the General Fund Cash Flow Report." Items may be removed for individual consideration before the Claims are adopted. Items removed must then each have a separate motion.*

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

Nonstandard Claims in the amount of \$0.00.

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

Claims forwarded by Library Director and Library Board in the amount of \$2,707.78.

11. Current Claims and Payroll. (Approve)

Current Claims of \$46,739.63; and Payrolls 3588 and 3589 for \$39,852.00.  
Combined total of Current Claims and Payroll of \$86,591.63.

12. FY1997-1998 Cash Flow Analysis with recommendation of no inter fund transfers.

*sandy / paul*

*50 + 90*

*Mar 3  
Apr 24  
Apr 27*

**FINANCIAL REPORTS (Items 13 - 18)**

Presentation: Library Director  
Recommendation: Approve by Motion

*Items 13 -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.*

13. Financial Reports for January 1998 (Receive & File)
14. Office General Ledger & Check Registers for January 1998 (Receive & File)
15. Acquisitions Report for January 1998 (Receive & File)
16. Overdue Collection Report for January 1998 (Receive & File)
17. Debit Card System Reimbursement Report for January 1998 (Receive & File)
18. Gifts Report for January 1998 (Receive & File)

**GENERAL CONSENT CALENDAR (Items 19 - 27)**

Presentation: Library Director  
Recommendation: Approve by Motion

*Items 19 - 27 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 January 1998 (Receive & File)
20. Personnel Report for January 1998 (Receive, File, and Ratify Appointments)
21. Volunteer Report for January 1998 (Receive & File)
22. Circulation Report for January 1998 (Receive & File)
23. Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority. (Receive & File)
24. Status report on the preparation of a Strategic Plan for Placentia Library District. (Receive & File)
25. Legislative reports from California Advocates and the California Library Association. (Receive & File)
26. Minutes of the Executive Committee of the Independent Special Districts of Orange County (ISDOC) of January 6, 1998. (Receive & File)

- 27. California Library Literacy Services 2nd Quarter Report for Fiscal Year 1997-1998, as submitted to the State Library of California. (Receive & File)

**CONTINUING BUSINESS**

- 28. Continue discussion of the proposal by Pat Irot to establish a Study Committee to review the impact on the community of the Library's service reductions.

Presentation: Library Director  
 Recommendation: Determine whether to establish a Study Committee; and give direction for future action.

- 29. Review Library Revenue Issues, including whether to renew the services contract with California Advocates for legislative information services; and continue the discussion of the feasibility of Library Parcel Tax ballot issue.

Presentation: Library Director  
 Recommendation: Determine whether to renew contract with California Advocates; and give direction for future action.

- 30. ~~Trustee Handbook Revision~~

Presentation: Library Director  
 Recommendation: Review, Revise and Adopt

*new defect needed  
 for will meet with her*

**NEW BUSINESS**

- 31. ~~Travel Authorization for Trustees to attend the Workshop in Library Leadership sponsored by the California Association of Library Trustees and Commissioners in Newport Beach on Saturday, February 28 from 9 A.M. to 3 P.M.~~

Presentation: Library Director  
 Recommendation: Determine who will attend, and authorize payment of preregistration and mileage reimbursement

- 32. ~~Selection of Medical Insurance Plan for 1998-1999~~

Presentation: Library Director  
 Recommendation: Determine level of benefits, select vendor, and authorize the Library Director to sign all contract documents

*Stony. Sandra / Robin*

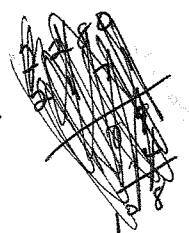
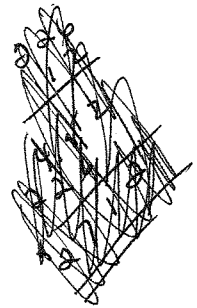
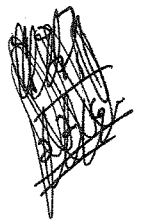
- 33. ~~Request from Placentia Historical Committee to participate in the California Sesquicentennial Celebration activities~~

Presentation: Library Director  
 Recommendation: Determine whether to participate and, if yes, appoint a representative



*Key Search  
 Down bar on back - up*

*109  
 12  
 8/18  
 8/19  
 3/08*





STAFF REPORTS (Items 34 - 38)



Presentation: Library Director  
Recommendation: Approve by Motion

*Items 34 - 38 may be considered together as one motion to approve the Staff Reports. Items may be removed for individual consideration before the General Consent Calendar is adopted. Items removed must then each have a separate motion.*

- 34. Program Committee Report for January 1998. (Ammar)
- 35. Children's Services Report for January 1998. (Smith)
- 36. Publicity Materials produced for January 1998. (Willauer)
- 37. Placentia Library Literacy Services Report for January 1998. (Matas)
- 38. Safety Committee Minutes for January 1998. (Matas)

ADJOURNMENT

- 39. Agenda Preparation for the March Regular Meeting which will be held on March 17, 1998.
- 40. Review of Action Items.



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

- 41. Adjourn

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

I, Charlene Dumitru, Administrative Assistant for the Placentia Library District, hereby certify that the Agenda for the February 17, 1998, Regular Meeting of the Library Board of Trustees of the Placentia Library District was posted on Friday, February 13, 1998.

Charlene Dumitru

# February 1998 - January 1999

## Yearly Planner

February 98

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

### February

- 2 7:00 PM Friends Board Meeting, Dinsmore
- 10 7:00 PM - 9:00 PM Gold Rush Discussion Group
- 17 7:00 PM - 7:30 PM Library Board Worksession on Budget Process  
7:30 PM Library Board Meeting
- 24 7:00 PM - 9:00 PM Gold Rush Discussion Group
- 26 ISDOC Membership Luncheon Meeting
- 28 9:00 AM - 3:00 PM CALTAC Workshop, Newport Beach

March 98

S	M	T	W	T	F	S
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8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

### March

- 2 7:00 PM Friends Board Meeting, Pappas
- 3 7:00 PM - 9:00 PM Gold Rush Discussion Group
- 7 10:30 AM - 12:30 PM Friends Author's Brunch
- 10 PLA National Conference, - Kansas City

April 98

S	M	T	W	T	F	S
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26	27	28	29	30		

- 17 7:30 PM Library Board Meeting
  - 24 7:00 PM - 9:00 PM Gold Rush Discussion Group
- ### April
- 6 7:00 PM Friends Board Meeting, Stark
  - 19 National Library Week

May 98

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31						

- 21 7:30 PM Library Board Meeting
- 30 ISDOC Membership Luncheon Meeting  
SLS Annual Meeting, Turnip Rose, Orange

June 98

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### May

- 4 7:00 PM Friends Board Meeting, Masters  
7:00 PM Friends Board Meeting, Dinsmore
- 7 11:30 AM - 1:00 PM Foundation Board Meeting

July 98

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26	27	28	29	30	31	

### May

- 19 7:30 PM Library Board Meeting

### June

- 1 7:00 PM Friends Board Meeting, Evans
- 16 7:30 PM Library Board Meeting
- 25 ALA Conference, Washington D.C.

### July

- 21 7:30 PM Library Board Meeting
- 30 ISDOC Membership Luncheon Meeting

### August

- 18 7:30 PM Library Board Meeting

### September

- 14 7:00 PM Friends Board Meeting, Dinsmore
- 15 7:30 PM Library Board Meeting
- 24 11:30 AM - 1:00 PM Foundation Board Meeting

### October

- 5 7:00 PM Friends Board Meeting, Pappas
- 10 Heritage Parage
- 20 7:30 PM Library Board Meeting
- 29 ISDOC Membership Luncheon Meeting

### November

- 2 7:00 PM Friends Board Meeting, Stark
- 17 7:30 PM Library Board Meeting

### December

- 3 11:30 AM - 1:00 PM Foundation Board Meeting

- 7 7:00 PM Friends Board Meeting, Masters  
7:00 PM Friends Board Meeting, Dinsmore

August 98

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23	24	25	26	27	28	29
30	31					

September 98

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October 98

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25	26	27	28	29	30	31

November 98

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29	30					

December 98

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20	21	22	23	24	25	26
27	28	29	30	31		

January 99

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24	25	26	27	28	29	30
31						

**AGENDA  
WORKSESSION**

**PLACENTIA LIBRARY DISTRICT  
BOARD OF TRUSTEES**

February 17, 1998  
7:00 P.M.

Library Conference Room

Internet  
District Board Assoc  
Wes T. Smith

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

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

1. Roll Call Administrative Assistant

7:05 pm

2. Adoption of Agenda  
About: Roy Evans.  
Pub / Saunders.

*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

3. 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).*

4. Review historical data on budget relationships.

**ADJOURNMENT**

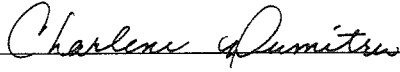
5. Agenda Preparation for the February Worksession which will be held on March 17, 1998.

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

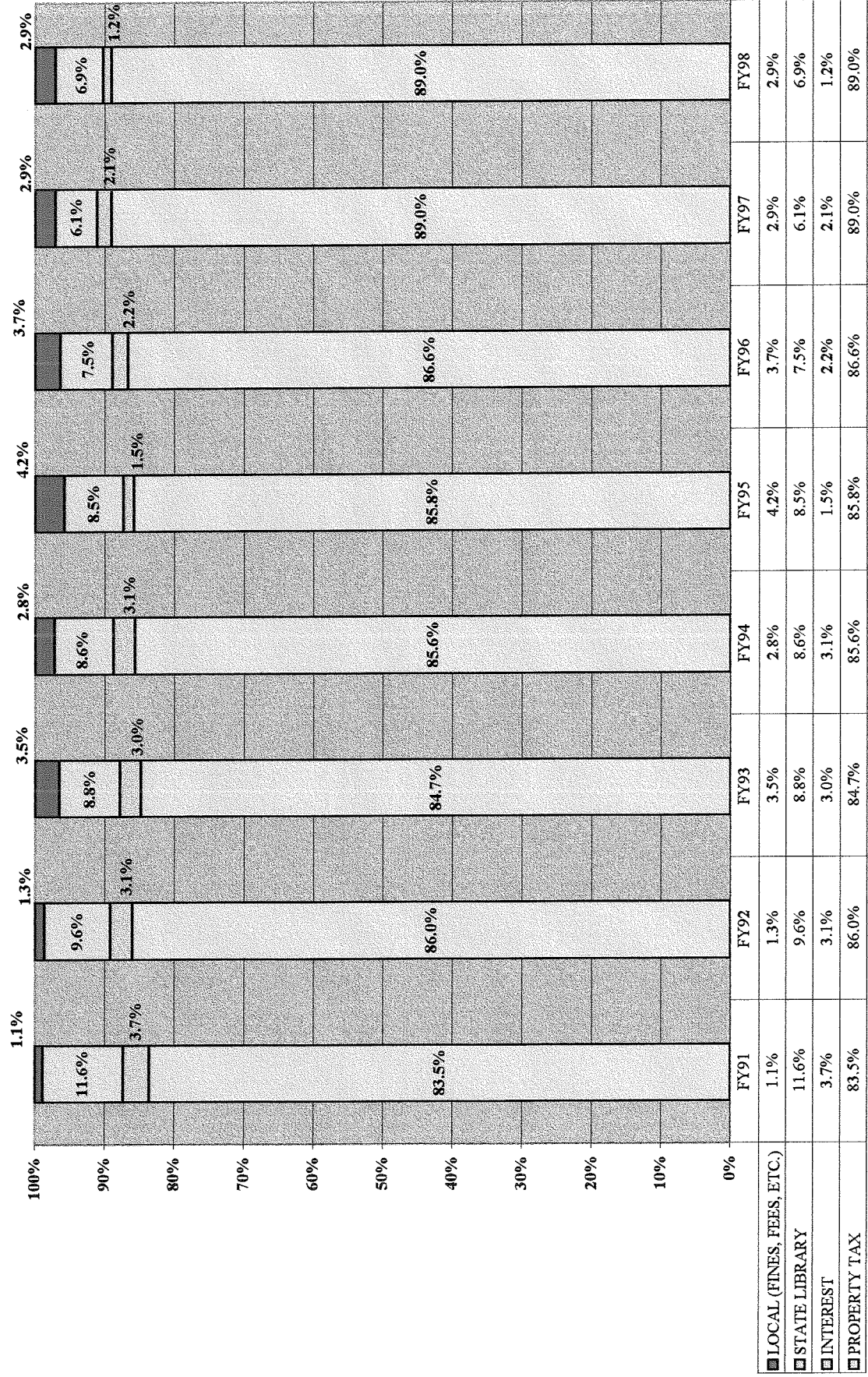
6. Adjourn to Regular Meeting.

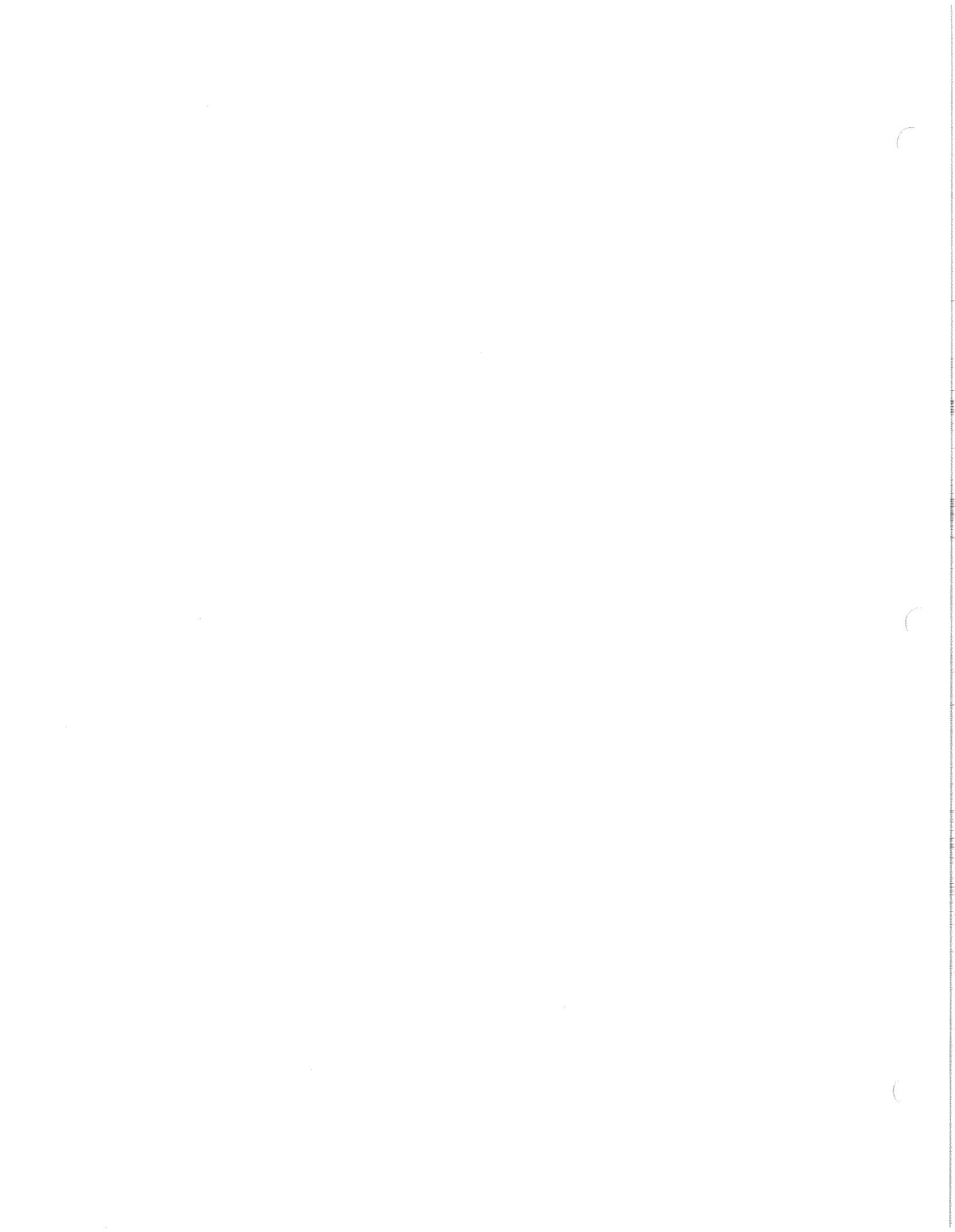
\*\*\*\*\*CERTIFICATION OF POSTING\*\*\*\*\*

I, Charlene Dumitru, Administrative Assistant for the Placentia Library District, hereby certify that the Agenda for the February 17, 1998, Woksession of the Library Board of Trustees of the Placentia Library District was posted on Friday, February 13, 1998.

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**Percentage Revenues by Categories**





**Placentia Library District  
Revenues by Categories**

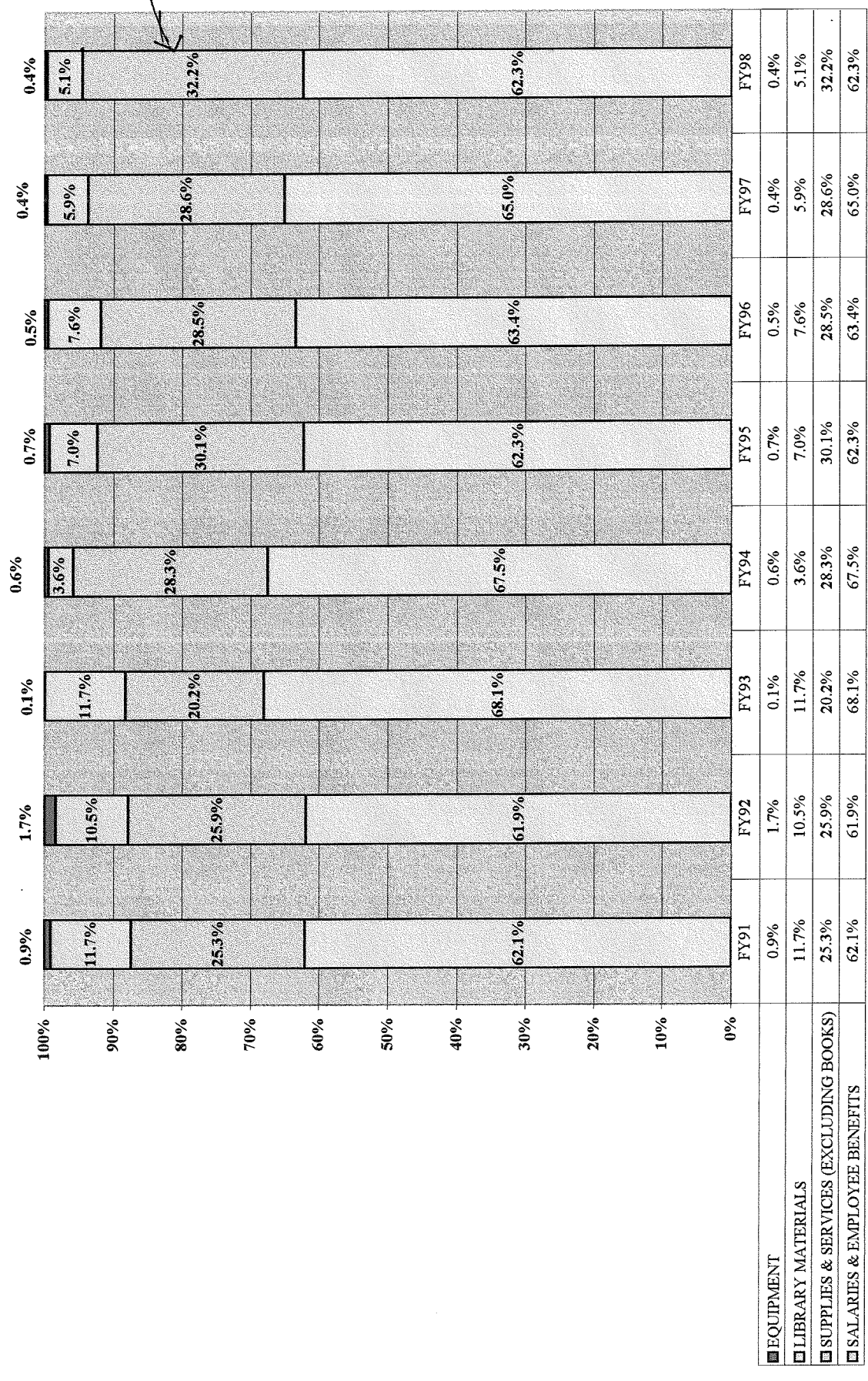
DESCRIPTION	FY91 ACTUAL	FY92 ACTUAL	FY93 ACTUAL	FY94 ACTUAL	FY95 ACTUAL	FY96 ACTUAL	FY97 ACTUAL	FY98 BUDGETED
PROPERTY TAX	1,038,533	1,109,726	1,022,526	870,389	747,462	772,228	788,431	836,730
INTEREST	46,331	40,373	36,599	31,037	13,041	19,501	18,502	11,000
STATE LIBRARY	144,764	123,758	105,612	86,938	74,112	66,803	53,648	65,000
LOCAL (FINES, FEES, ETC.)	13,969	17,115	41,968	28,419	36,825	32,775	25,754	27,500
<b>TOTAL</b>	<b>1,243,597</b>	<b>1,290,972</b>	<b>1,206,705</b>	<b>1,016,783</b>	<b>871,440</b>	<b>891,307</b>	<b>886,335</b>	<b>940,230</b>

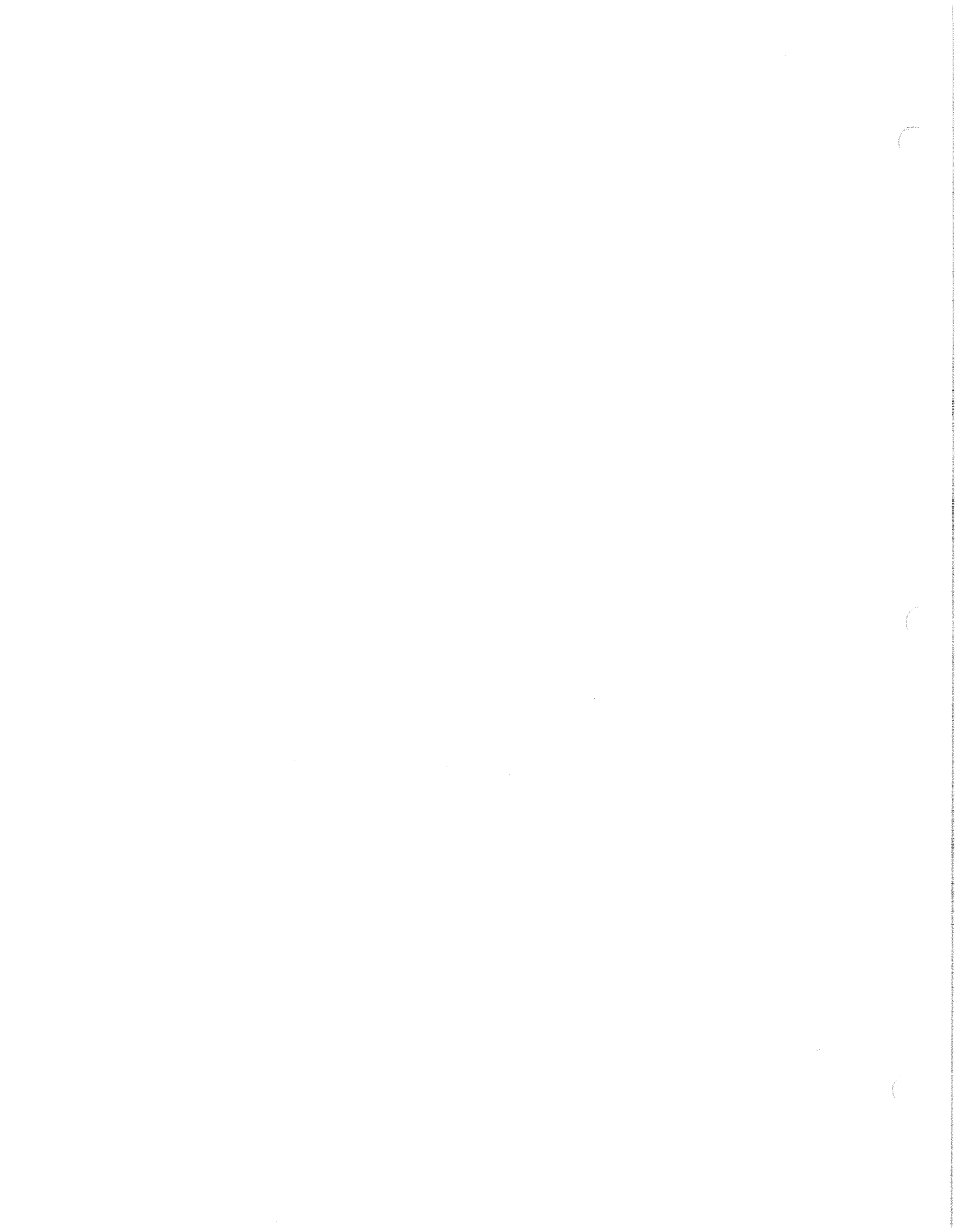




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Percentage Expenditures by Category





**Placentia Library District  
Expenditures by Categories**

DESCRIPTION	FY91 ACTUAL	FY92 ACTUAL	FY93 ACTUAL	FY94 ACTUAL	FY95 ACTUAL	FY96 ACTUAL	FY97 ACTUAL	FY98 BUDGETED
SALARIES & EMPLOYEE BENEFITS	762,399	834,369	911,327	692,991	623,728	601,690	587,381	585,899
SUPPLIES & SERVICES (EXCLUDING BOOKS)	311,182	349,236	270,700	291,163	301,092	270,660	258,574	302,831
LIBRARY MATERIALS	143,899	141,853	156,327	36,893	69,966	72,502	53,545	48,000
EQUIPMENT	11,182	22,302	711	6,066	6,875	4,723	3,502	3,500
<b>TOTAL</b>	<b>1,228,662</b>	<b>1,347,760</b>	<b>1,339,066</b>	<b>1,027,113</b>	<b>1,001,662</b>	<b>949,575</b>	<b>903,002</b>	<b>940,230</b>







**MINUTES  
PLACENTIA LIBRARY DISTRICT  
TRUSTEE WORKSESSION  
January 20, 1998**

**CALL TO ORDER**

The Worksession of the Placentia Library District Board of Trustees was called to order on January 20, 1998 at 7:05 P. M. by President Peggy Dinsmore

**ROLL CALL**

**Members Present:** President Peggy Dinsmore; Trustees Robin Masters, and Jean Pappas; and Library Director Elizabeth Minter.

**Members Absent:** Secretary Ray Evans; and Trustee Sandra Stark

**Others Present:** Administrative Assistant Charlene Dumitru

**ADOPTION OF  
AGENDA**

It was moved by Trustee Masters, seconded by Trustee Pappas to adopt the Agenda as presented.

<b>AYES:</b>	Dinsmore, Masters, Pappas
<b>NOES:</b>	None
<b>ABSTAIN:</b>	None
<b>ABSENT:</b>	Evans, Stark

**ORAL  
COMMUNICATIONS**

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

**DISCUSSION OF  
BUDGET  
PREPARATION  
PROCESS**

Library Director Minter reported on the process of developing the annual budget for the District.

Secretary Evans arrived at 7:15 P. M.

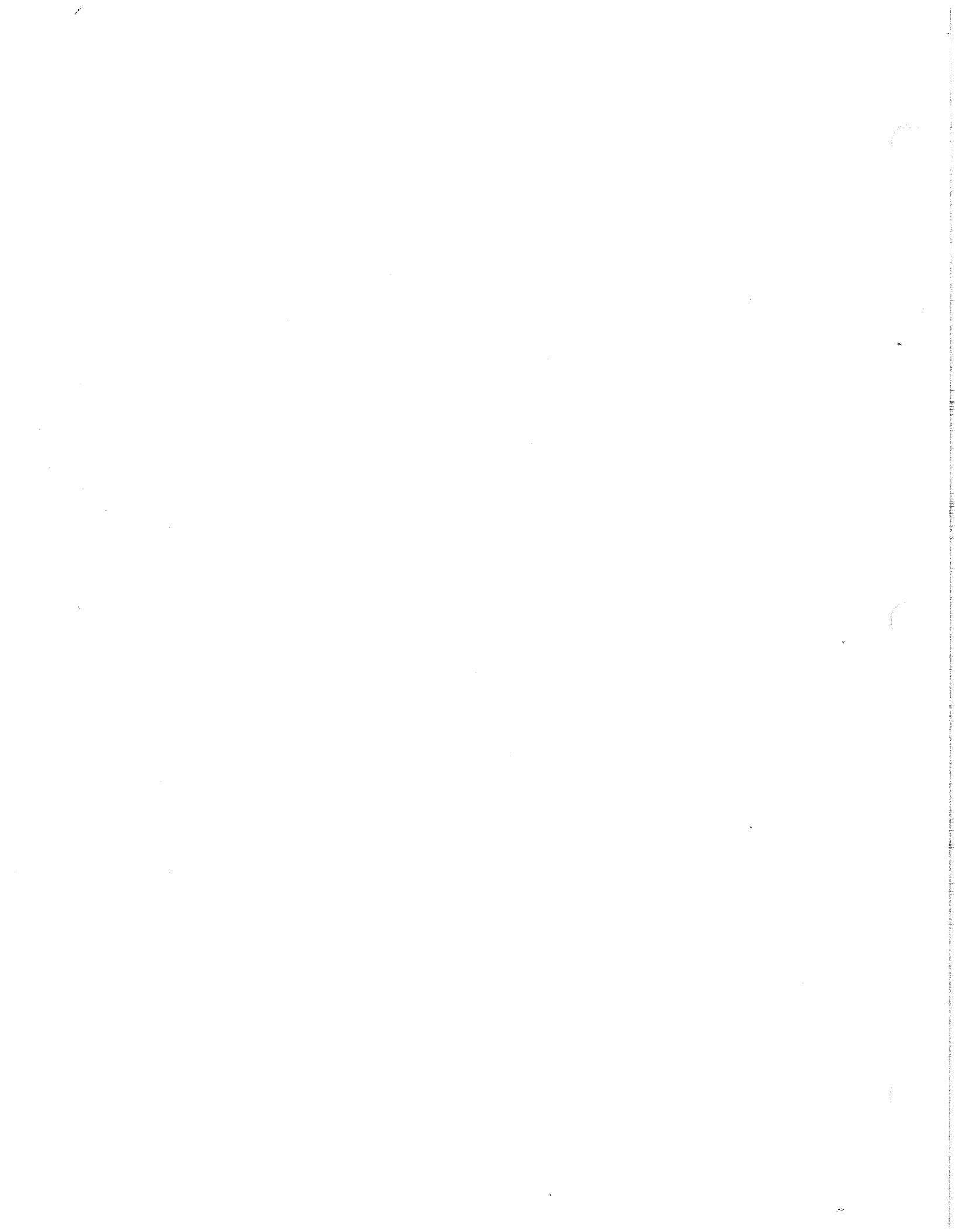
Trustee Pappas requested that charts be prepared indicating the percentages of individual budgetary categories to the whole budget, especially contrasting before and after the budget reductions.

Trustee Stark arrived at 7:20

No Board action was taken

**ADJOURNMENT**

The Worksession concluded and was adjourned at 7:32 P. M.





**MINUTES  
PLACENTIA LIBRARY DISTRICT  
REGULAR MEETING OF THE BOARD OF TRUSTEES  
January 20, 1998**

**CALL TO ORDER**                   The Regular Meeting of the Placentia Library District Board of Trustees was called to order on January 20, 1998 at 7:33 P. M. by President Peggy Dinsmore.

**ROLL CALL**                       **Members Present:** President Peggy Dinsmore, Secretary Ray Evans; Trustees Robin Masters, Sandra Stark and Jean Pappas; and Library Director Elizabeth Minter.

**Members Absent:** None

**Others Present:** Principal Librarian Suad Ammar; Administrative Assistant Charlene Dumitru; Friends of Placentia Library President and League of Women Voters Observer Pat Irot.

**ADOPTION OF AGENDA**                   It was moved by Trustee Masters, seconded by Trustee Stark to adopt the Agenda as presented.

AYES:           Dinsmore, Evans, Masters, Pappas, Stark  
NOES:           None  
ABSTAIN:       None

**MINUTES**                       It was moved by Trustee Masters, seconded by Trustee Stark to approve the Minutes of the Regular Meeting of January 20, 1998 as presented.

AYES:           Dinsmore, Evans, Masters, Pappas, Stark  
NOES:           None  
ABSTAIN:       None

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

**PRESIDENT'S REPORT**           President Dinsmore reported that she and Literacy Coordinator Katie Matas attended the Southern California Libraries Literacy Network meeting on January 8, 1998 at the Santa Fe Springs Library. President Dinsmore also reported that she will be attending the Chamber Breakfast on January 22, when the Miss Placentia candidates will be presented.

**TRUSTEE REPORTS**               Trustee Stark reported that she attended the surprise 80th birthday party for James Dinsmore on December 28, 1997. The family requested that contributions be made to Placentia Library Foundation in lieu of gifts.

Trustee Pappas commented that the recent *Notations* newsletter was very impressive. She particularly enjoyed the photographs which were included.

**FRIENDS OF THE LIBRARY**           Friends of the Library President Pat Irot invited each Trustee to be a Celebrity Waiter at the Annual Author's Brunch on March 7, 1998.

Library Director Minter reported that four Princess Diana Beanie Baby Bears were donated to the Author's Brunch by Bolin's Mail Sender. Two of the Beanie Babies will be awarded by raffle at the Author's Luncheon, the other two will be sold through a live auction,

Pat Irot reported that funds in the amount of \$33.00 left at the dissolution of Placentia Pride will be donated to the Foundation Adopt-A-Book account.

## CLAIMS

It was moved by Trustee Masters, seconded by Secretary Evans to approve Agenda Items 8 through 10:

Nonstandard Claims in the amount of \$0.00  
Claims forwarded by the Library Director in the amount of \$5,823.91  
Current Claims and Payroll in the amount of \$79,586.31.

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

It was moved by Trustee Stark, seconded by Secretary Evans to transfer \$30,000 from Operating Fund 707 to Major Equipment Fund 702 to reverse previous inter-fund transfer.

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

## FINANCIAL REPORTS

It was moved by Trustee Stark, seconded by Trustee Masters to receive and file Agenda Items 12 through 17:

Financial Reports for December, 1997  
Office General Ledger & Check Registers for December, 1997  
Acquisitions Report for December, 1997  
Overdue Collection Report for December, 1997  
Debit Card System Reimbursement Report for December, 1997  
Gifts Report for December, 1997

AYES: Dinsmore, Evans, Masters, Pappas, Stark  
NOES: None  
ABSTAIN: None

## GENERAL CONSENT CALENDAR

It was moved by Trustee Stark, seconded by Trustee Masters to receive and file Agenda Items 18 through 29:

Building Maintenance Report for December, 1997  
Personnel Report for December, 1997 (Receive, File  
and Ratify Appointments)  
Volunteer Report for December, 1997 (Receive & File)  
Circulation Report for December, 1997 (Receive & File)  
Review of Shared Maintenance Cost with the City of Placentia  
under the Joint Powers Authority (Receive & File)  
Status report on the preparation of a Strategic Plan for Placentia  
Library District (Receive & File)  
Notification of change of date for Independent Special Districts of  
Orange County from Thursday, January 29 to Thursday,  
February 26 at 11:30 A. M. at the Offices of Municipal Water  
District of Orange County (MWDOC) at 10500 Ellis Avenue,  
Fountain Valley (Receive & File)  
Proposed by-laws revision for special Districts Advisory  
Committee for the Local Agency Formation Commission of  
Orange County (Receive & File)  
Legislative update from the California Library Association  
(Receive & File)  
Minutes of the Executive Committee of the Independent Special  
Districts of Orange County (ISDOC) of December 2, 1997.  
(Receive & File)  
Orange County Investment Pool (OCIP) information from Patrick  
Shea, Pillsbury, Madison & Sutro, LLP. (Receive & File)  
Summary of California Assembly Committee on Local  
Government Interim Hearing on LAFCO held on November  
17, 1997. (Receive & File).

AYES: Dinsmore, Evans, Masters, Pappas, Stark  
NOES: None  
ABSTAIN: None

**REVIEW OF  
LIBRARY REVENUE  
ISSUES**

Library Director Minter reviewed current budget issues as presented in the material in the Board packet. Discussion of continuation of the contract with California Advocates was continued until the February Regular Board Meeting pending meeting with Mike Belote. Discussion on the establishment of a Study Committee was continued until the February Regular Board Meeting.

**POLICY  
HANDBOOK  
REVIEW**

The Board directed Article VI of the Board of Trustees Handbook be amended as follows:

Page 2, Line 19 change date from 1984 to 1994  
Page 1, Line 12 the words "Public Library" be changed to lower case letters

It was moved by Trustee Pappas, seconded by Secretary Evans to Receive Article IV of the Board of Trustees Handbook and continue discussion at the February Regular Meeting.

AYES: Dinsmore, Evans, Masters, Pappas, Stark  
NOES: None  
ABSTAIN: None

**TRAVEL  
AUTHORIZATIONS**

It was moved by Trustee Pappas, seconded by Secretary Evans to approve Travel Authorizations as follows:

1. Approve mileage reimbursement for President Dinsmore and Trustee Stark to attend the Special Districts Risk Management Authority Education Day in Ontario on February 19, 1998.
2. Ratify payment of \$112 for Library Volunteer Pat Irot to attend the California Studies Conference X, February 5-7, 1998 in Los Angeles.

**CERTIFICATES OF  
DEPOSIT**

It was moved by Trustee Masters, seconded by Secretary Evans to leave all payroll emergency and Certificate of Deposit accounts at California State Bank and to purchase an additional Certificate of Deposit in the amount of \$2,500 from the Savings Account.

AYES: Dinsmore, Evans, Masters, Pappas, Stark  
NOES: None  
ABSTAIN: None

**STAFF REPORTS**

It was moved by Trustee Pappas, seconded by Trustee Masters to Approve Agenda Items 33-37:

Program Committee Report for December, 1997  
Children's Services Report for December, 1997  
Publicity Materials produced for December, 1997  
Placentia Library Literacy Services Report for December, 1997  
Safety Committee Minutes for December, 1997

AYES: Dinsmore, Evans, Masters, Pappas, Stark  
NOES: None  
ABSTAIN: None

**AGENDA  
PREPARATION**

1. Work session on board procedures regarding approval of fiscal year budget.
2. Proposal for Study Group on allocation of funds.

3. Review and Adoption of Policy Handbook, Section I, Item C, Board of Trustees Handbook, Article IV: Board Organization and Proceduress.
4. Renewal of Contract with California Advocates.
5. Feasibility of a Library Parcel Tax Measure

The Regular Meeting of the Board of Trustees of the Placentia Library District adjourned at 9:45 P.M.

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Ray Evans, Secretary



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**PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES**

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**TO:** Library Board of Trustees  
**FROM:** Elizabeth D. Minter, Library Director *edm*  
**SUBJECT:** Friends of Placentia Library Report  
**DATE:** February 17, 1998

The Board of Directors of the Friends of the Library met on Monday, February 2, 1998. Library Director Elizabeth Minter and Library Assistant Cheryl Willauer attended the meeting. The Board representative was absent because the date of the meeting was incorrect on the Board Calendar.

The Treasurer reported an account balance of \$6,523.75 as of February 2, 1998. Most of the balance is committed to projects previously approved by the Board.

The Friends membership campaign is continuing. Plans have not yet been made to make follow-up contacts with 1997 members who have not yet renewed for 1998. Currently there are 26 Individual Memberships, 27 Family Memberships, 44 Regular Sustaining Memberships, 1 Corporate Life Membership, and 7 new Life Memberships. The total number of Life Memberships was not reported.

The Friends Board voted to re-join the Friends of California Libraries.

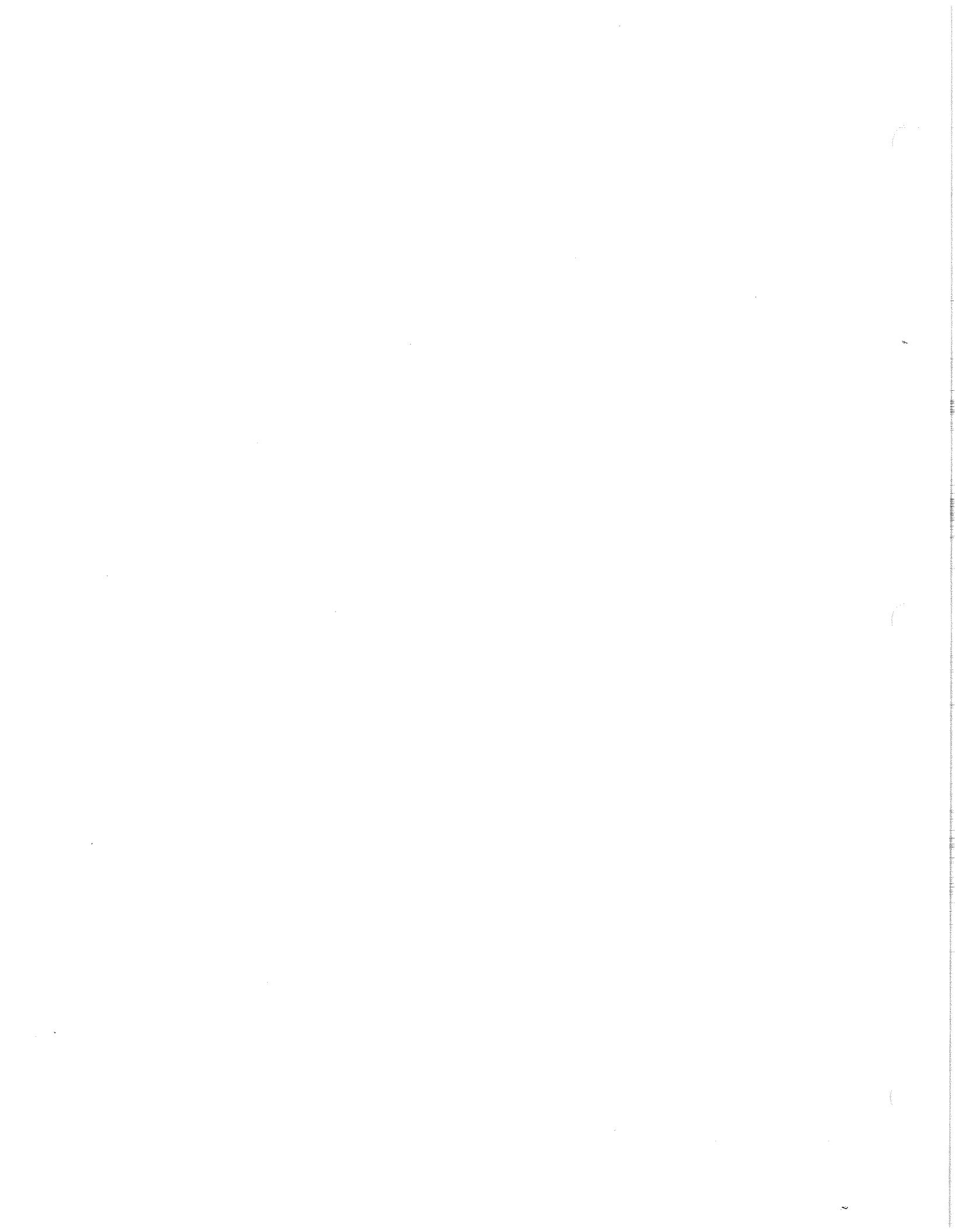
The Annual Booksale will be held on Friday, May 15 and Saturday, May <sup>16</sup>~~17~~. The Members-only time is Friday from 5 to 7 P.M.

The Annual Meeting on Monday, April 20 will focus on the celebration of the Friends 30<sup>th</sup> Anniversary.

The Friends Board agreed to rotate its representation at the Library Board meetings.

The next Friends Board meeting is scheduled for Monday, March 2 at 7:00 P.M. Trustee Jean Pappas is scheduled to attend as the Library Board representative.

*Sell Basin By Ben Trich*





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**PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES**

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**TO:** Library Board of Trustees  
**FROM:** Elizabeth D. Minter, Library Director *edm*  
**SUBJECT:** Placentia Library Foundation Report  
**DATE:** February 17, 1998

The Placentia Library Foundation Board of Directors held its Annual Meeting on January 22, 1998.

M. A. McHenry and Al Penry were re-elected for two year terms expiring January 2000.

Saundra Stark was re-elected President and David Hiskey was re-elected Secretary of the Board of Directors.

The Foundation will be revising its financial accounting reports to get into compliance with the new national standards.

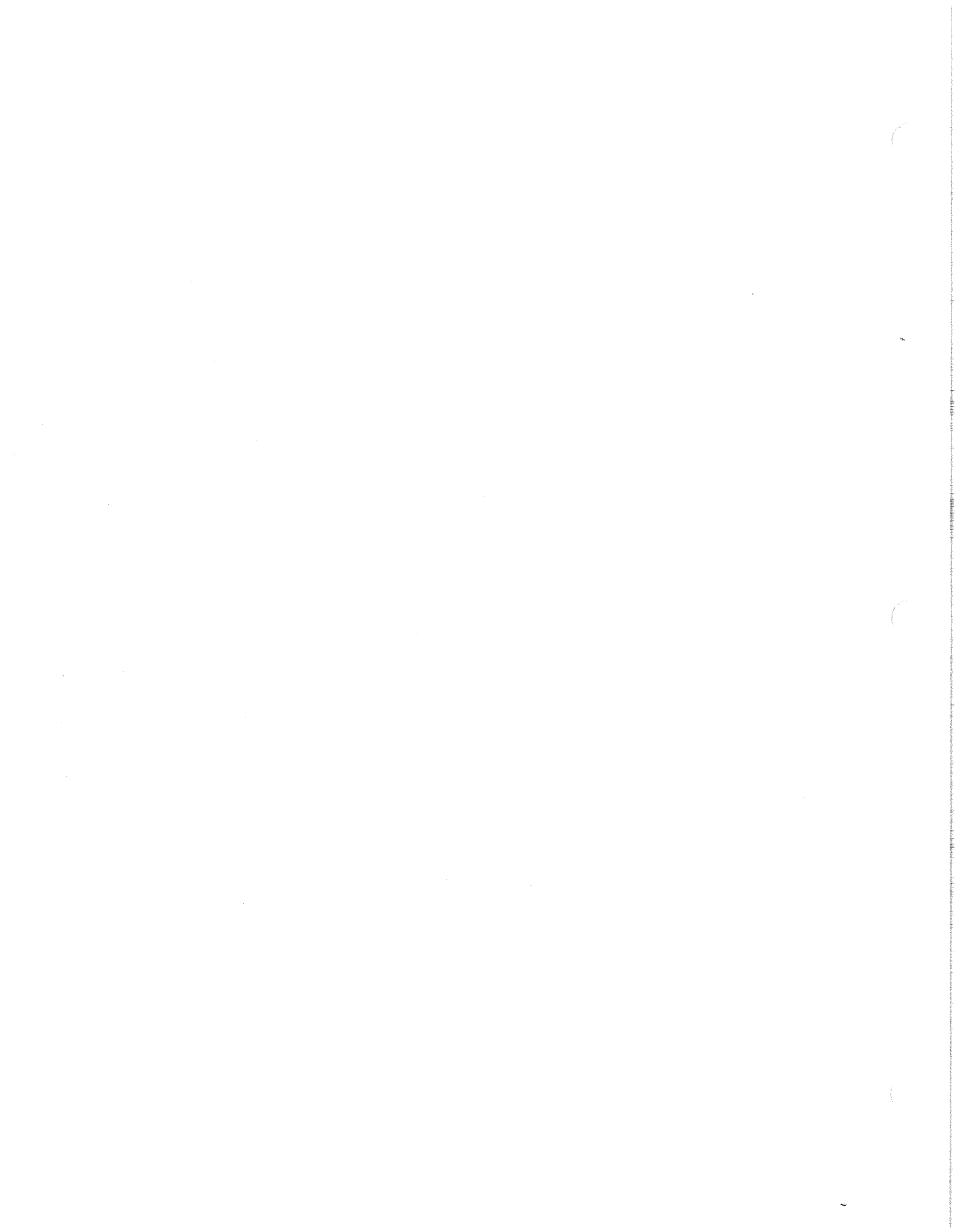
The Library Director presented a committee by committee review of the Foundation's activities and accomplishments for 1997 along with recommendations for objectives for 1998. The report also included a request that the Foundation develop a plan to finance a development director position within the next one to two years. No action was taken on any of the objectives recommended for 1998.

The Board allocated 80% of the earnings and investment growth of the Book Endowment Fund for 1997 to the Adopt-A-Book account.

The Board Development Committee is studying the issue of Board size and composition and will make a report at the May Foundation Board Meeting.

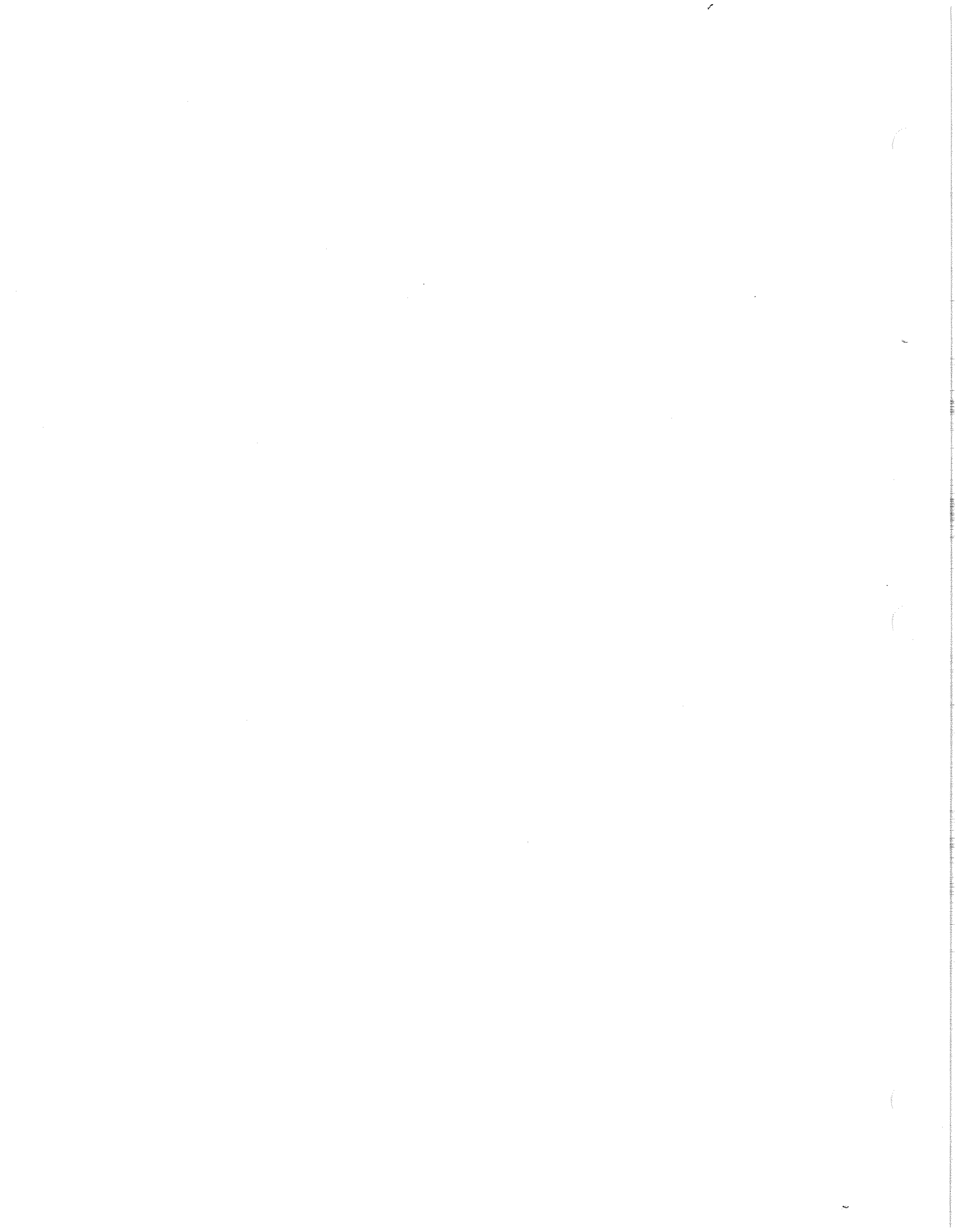
The Grant Committee is preparing an application to Con Agra (Hunt Wesson) for submission this year.

The next Foundation Board Meeting will be held on Thursday, May 7, 1998.



PLACENTIA LIBRARY DISTRICT  
Summary of Nonstandard Claims  
February 17, 1998

DATE	REPORT NO.	AMOUNT
		\$0.00
	TOTAL	\$0.00



PLACENTIA LIBRARY DISTRICT  
Summary of Claims Forwarded by the Library Director  
February 17, 1998

DATE	REPORT NO.	AMOUNT
02/10/98	3583	1,715.80
02/10/98	3584	991.98
TOTAL		\$2,707.78

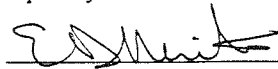
Placentia Library District  
411 E. Chapman Ave.  
Placentia, CA 92670

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acc	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
N05030G A T & T P.O. Box 10192 Van Nuys, CA 91410-0192	Jan 16, 1998 528-8236		0700	00		95.59		
N06555A Principal Mutual Dept 900 Philadelphia, PA 19101-7657	Feb., 1998		0300	00		381.89		
N06556 Continental Casualty Spec. Risks - Kansas City P.O. Box 95033 Chicago, IL 60694	January, 1998		0300	00		171.25		
N06785 Hector Vargas Cleaning Service 318 Capistrano St. Placentia, CA 92870	February 8, 1998		1400	00				02
N06955 Office Depot P.O. Box 8001 Layton, UT 84041-8001	Jan 22, 1998		1800	00		92.65		
N06965 Paychex 200 E. Sandpointe, STE 100 P.O. Box 25159 Santa Ana, CA 92799-5159	Jan 29, 1998		1900	00		250.60		

The claims listed above (totaling \$ 991.98) 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

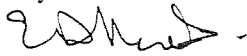
Placentia Library District  
411 E. Chapman Ave.  
Placentia, CA 92670

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

APPROVED CLAIMS

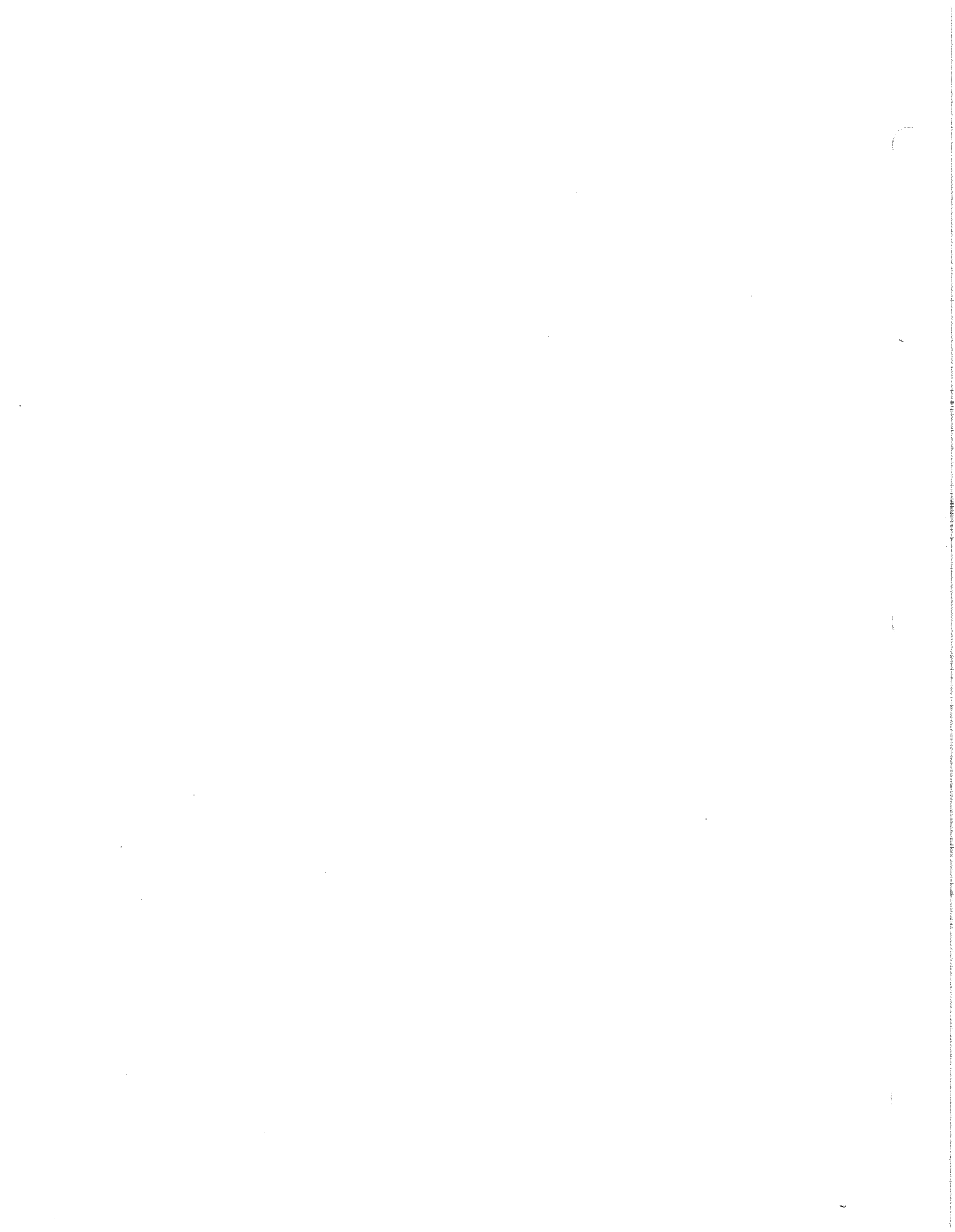
Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acc	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only Doc Number	Only SC
N01074 Southern California Gas Co. P.O. Box C Monterey Park, CA 91756	Jan 27, 1998		2800	00		926.75		
N01987 Vision Plan of America 8111 Beverly Blvd, STE 306 Los Angeles, CA 90048	March, 1998		0300	00		87.80		
N03648A Cascade Drinking Water Co. P.O. Box 9179 Whittier, CA 90608-9179	Jan. 23, 1998		1800	00		24.95		
N03650B Kingo's Customer Administrative Svcs. P.O. Box 672085 Dallas, TX 75267-2085	Feb. 1, 1998 03020083678		1800	00		1.08		
	Feb. 4, 1998 030200083710		1800	00		4.30		
	Jan 22, 1998 0302000836554		1800	00		<u>35.77</u> 41.15		
N03659F Southern California Water 500 Cameron Street Placentia, CA 92870	Jan 23, 1998		2800	00		165.21		
N03752 Pacific Bell Payment Center Van Nuys, CA 91388-0001	Jan 17, 1998 528-1906		0700	00		108.45		
	Jan 4, 1998 524-8784		0700	01		18.04		
	Jan 7, 1998 253-0470		0700	01		143.59		
	Jan 17, 1998 528-8236		0700	01		18.27		
	Jan 19, 1998 996-4983		0700	01		58.34		
	Jan 28, 1998 572-1609		0700	01		77.96		
	Jan 4, 1998 524-8408		0700	07		27.22		
	Jan 17, 1998 528-6022		0700	08		<u>18.07</u> 469.94		

The claims listed above (totaling \$ 1,725.80) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

  
APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY





PLACENTIA LIBRARY DISTRICT  
 Current Claims and Payroll  
 February 17, 1998

TYPE	REPORT NUMBER	AMOUNT
Immediately	3590	33,244.01
Subtotal for Immediately		33,244.01
Regular	3585	11,855.92
	3586	972.65
	3587	667.05
Subtotal for Regular		13,495.62
TOTAL CURRENT CLAIMS		46,739.63
Payroll	3588	19,926.00
	3589	19,926.00
Subtotal for Payroll		39,852.00
TOTAL		86,591.63

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

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acc	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only Doc Number	Only SC
BNY Western Trust Company Attn: Teresa Fructuoso - Calif Unit Corporate Trust Services 700 South Flower Street, STE 500 Los Angeles, CA 90017  PLEASE PAY IMMEDIATELY PAYMENT MUST BE RECEIVED BY MARCH 15, 1998	February 13, 1998		2200	00		33,244.01		

The claims listed above (totaling \$ 33,244.01) 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

33,244.01

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

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acc	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
N00230B Fry's Electronics 600 E. Brokaw Road San Jose, CA 95112	Jan 12, 1998 1694903		1300	00		158.17		
N01035 City of Placentia 401 E. Chapman Ave. Placentia, CA 92780	February 5, 1998 54628 54627		2800 1400 2800 1400	00 00 00 00		3,020.48 1,860.67 3,139.17 <u>1,753.22</u> <b>9,773.54</b>		
N01833A Christenson Electric, Inc. Unit 75 P.O. Box 4800 Portland, OR 97208-4800	Jan 15, 1998 63207		1400	00		285.00		
Bear State Air conditioning Svcs, Inc. 3548 Enterprise Drive Anaheim, CA 92807-1640	Jan 27, 1998 98-01-164		1400	00		117.42		
Waxie Sanitary Supply P.O. Box 81006 San Diego, CA 92138-1006	Jan 13, 1998 32012510		1000	00		899.39		
N03656 Pacific Clippings P.O. Box 11789 Santa Ana, CA 92711	Jan 30, 1998		1900	00		34.71		
N03859B Ameritech Library Services P.O. Box 95391 Chicago, IL 60694-5391	Jan 27, 1998 84230		1900	00		175.00		
N03660 Elizabeth Minter (petty cash) c/o Placentia Library District 411 E. Chapman Placentia, CA 92870	February 11, 1998		1600 1800 1800 2700	00 00 08 01		40.00 85.92 137.77 <u>149.00</u> <b>412.69</b>		

The claims listed above (totaling \$ 11,855.92) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY \_\_\_\_\_

COUNTERSIGNED BY \_\_\_\_\_

ATTESTED AND/OR COUNTERSIGNED BY \_\_\_\_\_

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

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acc	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Doc Number	Only SC
N03660A Elizabeth D. Minter 539 Gardenia Placentia, CA 92870	February, 1998		2700	01		23.63		
N06738 Suad Ammar 411 E. Chapman Ave. Placentia, CA 92870	February, 1998		2700	01		78.12		
CALTAC c/o Pat Baur Tillotson, Membership 19812 Sienna Lane Yorba Linda, CA 92886	1998		1600	00		9.00 9.00 9.00 9.00 <u>9.00</u> 45.00		
N09213 VSE Electrical Contractors 440 West Crowther Ave. Placentia, CA 92870	Jan 20, 1998 Feb 2, 1998	724 737	1400	00		239.00 <u>52.00</u> 291.00		
N15508 Cosmoslink 3030 Saturn St., STE 204 Brea, CA 92821	Jan 31, 1998	9802-49 9802-57	0700	02		19.95 <u>19.95</u> 39.90		
N016840 Network Intensive 8001 Irvine Center Dr., STE 1130 Irvine, CA 92618	February 1, 1998	142468	0700	02		250.00		
Miss Placentia Scholarship Program 201-C E. Yorba Linda Blvd. Placentia, CA 92870	Jan 12, 1998		1900	08		80.00		
Placentia Police Officers' Assoc. 401 E. Chapman Ave., Placentia, CA 92870	Jan 15, 1998		1900	08		165.00		

The claims listed above (totaling \$ 972.65) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

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

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acc	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
N03833B Brodart Co., 500 Arch Street Williamsport, PA 17705	Jan 7, 1998 U675280		2400	01		68.60		
	Dec 29, 1997 U664777		2400	01		<u>71.08</u> <b>139.68</b>		
N03842 Ingram Library Services P.O. Box 845361 Dallas, TX 75284-5361	Jan 22, 1998 22335059		2400	01		12.11		
	Jan 9, 1998 22159011		2400	01		<u>34.92</u> <b>47.03</b>		
N06897 Information Plus 2812 Exchange Street Wylie, TX 75098-7006	November 1, 1997 9728633-IN		2400	01		147.45		
Chivers North America Box 1450 Hampton, NH 03843-1450	November 10, 1997 151722		2400	05		26.00		
	November 4, 1997 151460		2400	05		13.00		
Ghost Town Publications P.O. Drawer 5998 Carmel, CA 93921	January 21, 1998		2400	01		131.26		
Boettcher/Trinklein Television 635 South 8th Street Pocatello, ID 83201	Feb 7, 1998 2604		2400	02		22.95		

The claims listed above (totaling \$ 667.05) 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

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acc	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only Doc Number	Only SC
BANK OF AMERICA Placentia Branch 760 for the Placentia Library  Account # 07605-80156 Route #12100358	Feb. 17, 1998 Pay period #05 Feb 13, 1998 Feb 26, 1998		0100	00		18,510.00		
	FICA		0200	00		1,416.00		
PLEASE WIRE ON THURSDAY, FEB 26, 1998								

The claims listed above (totaling \$ 19,926.00) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY \_\_\_\_\_

COUNTERSIGNED BY \_\_\_\_\_

ATTESTED AND/OR COUNTERSIGNED BY \_\_\_\_\_

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

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

APPROVED CLAIMS

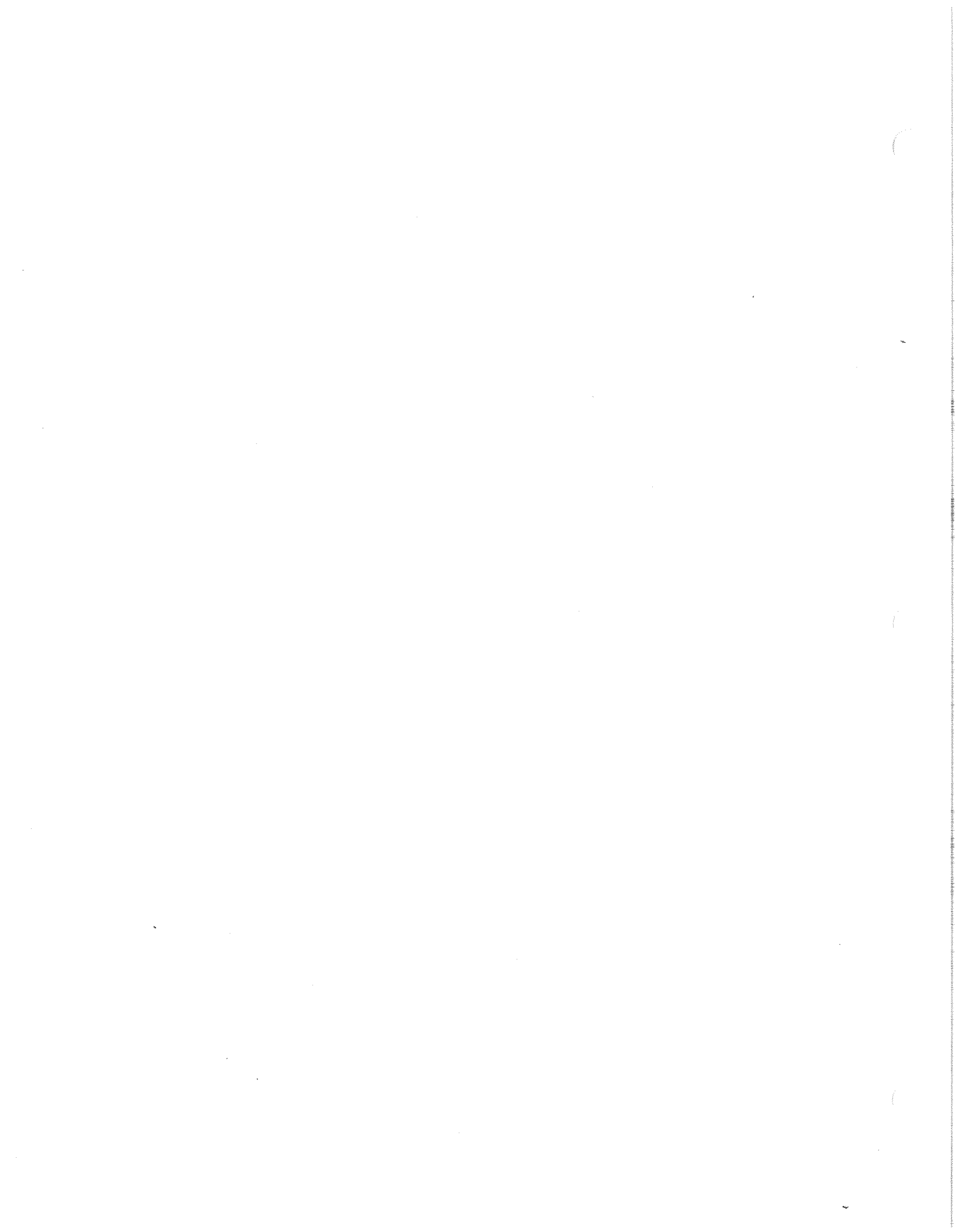
Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acc	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only Doc Number	Only SC
BANK OF AMERICA Placentia Branch 760 for the Placentia Library  Account # 07605-80156 Route #12100358	Feb. 17, 1998 Pay period #06 Feb 27, 1998 March 12, 1998		0100	00		18,510.00		
	FICA		0200	00		1,416.00		
<b>PLEASE WIRE ON THURSDAY, MARCH 12, 1998</b>								

The claims listed above (totaling \$ 19,926.00) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY \_\_\_\_\_

COUNTERSIGNED BY \_\_\_\_\_

ATTESTED AND/OR COUNTERSIGNED BY \_\_\_\_\_





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**PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES**

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**TO:** Library Board of Trustees  
**FROM:** Elizabeth D. Minter, Library Director  
**SUBJECT:** Cash Flow Analysis  
**DATE:** February 17, 1998

While the cash flow and budget expenditures from Fund 707 are on target it is my recommendation that the transfer of \$101,000 continue to be deferred until the April property tax revenues have been received.

The reasons for this recommendation are a desire to increase the amount of interest generated to Fund 707; and to eliminate the need to transfer any funds in March.

It is my recommendation that no funds be transferred at this time.

**RECOMMENDATION:**

Receive & File cash flow analysis of February 17, 1998.



Placentia Library District  
FY1997-1998 General Fund Cash Flow

Agenda Item 12  
Attachment A  
Page 1

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
07/01/96		Beginning Balance			170,465.79
06/24/97	3522	General to pay on/after 7/1/97		5,024.74	165,441.05
06/24/97	3523	Payroll to wire 7/3/97		19,926.00	145,515.05
06/24/97	3524	Payroll to wire 7/17/98		19,926.00	125,589.05
07/01/97	3525	General by Library Director		1,108.28	124,480.77
07/10/97		Canceled out/date check	6.20		124,486.97
07/15/97	3526	General - PPI		1,513.01	122,973.96
07/15/97	3527	General		12,500.13	110,473.83
07/15/97	3528	General		10,276.56	100,197.27
07/15/97	3529	Payroll to wire 7/31/97		19,926.00	80,271.27
07/15/97	3530	Payroll to wire 8/14/97		19,926.00	60,345.27
07/17/97		Secured Final FY96-97	5,201.12	13.00	65,533.39
07/17/97		Supplemental Roll Final FY96-97	370.60		65,903.99
07/21/97		Supplemental Secured Prior Year	951.78		66,855.77
07/22/97		Supplemental Penalties & Forfeitures	309.57		67,165.34
07/23/97		Teeter 2nd Current Delinquent	13,088.93	34.51	80,219.76
07/24/97		Supplemental Roll 1st	1.62		80,221.38
07/29/97	3531	General		2,542.59	77,678.79
07/29/97	3532	General		4,737.90	72,940.89
08/06/97	3533	General by Library Director		1,342.96	71,597.93
08/06/97	3534	General by Library Director		1,009.47	70,588.46
08/12/97		July Local Revenue	899.70		71,488.16
08/19/97	3535	General - PPI		4,222.37	67,265.79
08/19/97	3536	General		2,716.27	64,549.52
08/19/97	3537	General		9,942.37	54,607.15
08/19/97	3538	General		2,135.78	52,471.37
08/19/97	3539	Payroll to wire 8/28/97		19,926.00	32,545.37
08/19/97	3540	Payroll to wire 9/11/97		19,926.00	12,619.37
08/19/97	3541	General - Bond Payment to wire 9/10/97		33,015.00	(20,395.63)
08/26/97		Commingled Interest Allocation	765.06	20.12	(19,650.69)
09/05/97		Transfer from Fund 706	36,000.00		16,349.31
09/05/97		Grant for Direct Mail	8,861.00		25,210.31
09/05/97		August Local Revenue	2,383.21		27,593.52
09/16/97	3542	General - PPI		1,551.99	26,041.53
09/16/97	3543	General - PPI		2,081.12	23,960.41
09/16/97	3544	General		12,569.21	11,391.20
09/16/97	3545	General		493.38	10,897.82
09/16/97	3546	Payroll to wire 9/25/97		19,926.00	(9,028.18)
09/16/97	3547	Payroll to wire 10/9/97		19,926.00	(28,954.18)
09/16/97	3548	Payroll to wire 10/23/97		19,926.00	(48,880.18)
09/16/97	3549	Payroll to wire 11/6/97		19,926.00	(68,806.18)
09/16/97	3550	Payroll to wire 11/20/97		19,926.00	(88,732.18)
09/22/97		Transfer from Fund 706	65,000.00		(23,732.18)
09/22/97		Transfer from Fund 702	30,000.00		6,267.82
09/22/97		Unsecured 1st Actual	34,899.83	87.25	41,080.40
09/23/97		Local Revenue, August	1,033.75		42,114.15
09/24/97	3551	PPI by Library Director		3,581.83	38,532.32
09/24/97	3552	PPI by Library Director		2,124.18	36,408.14
09/30/97		Commingled Interest Allocation	442.33	11.63	36,838.84
10/02/97	3553	PPI by Library Director		1,625.18	35,213.66
10/02/97	3554	PPI by Library Director		9,590.61	25,623.05
10/02/97	3555	General by Library Director		4,812.47	20,810.58
10/22/97		Commingled Interest Allocation	317.22	8.26	21,119.54

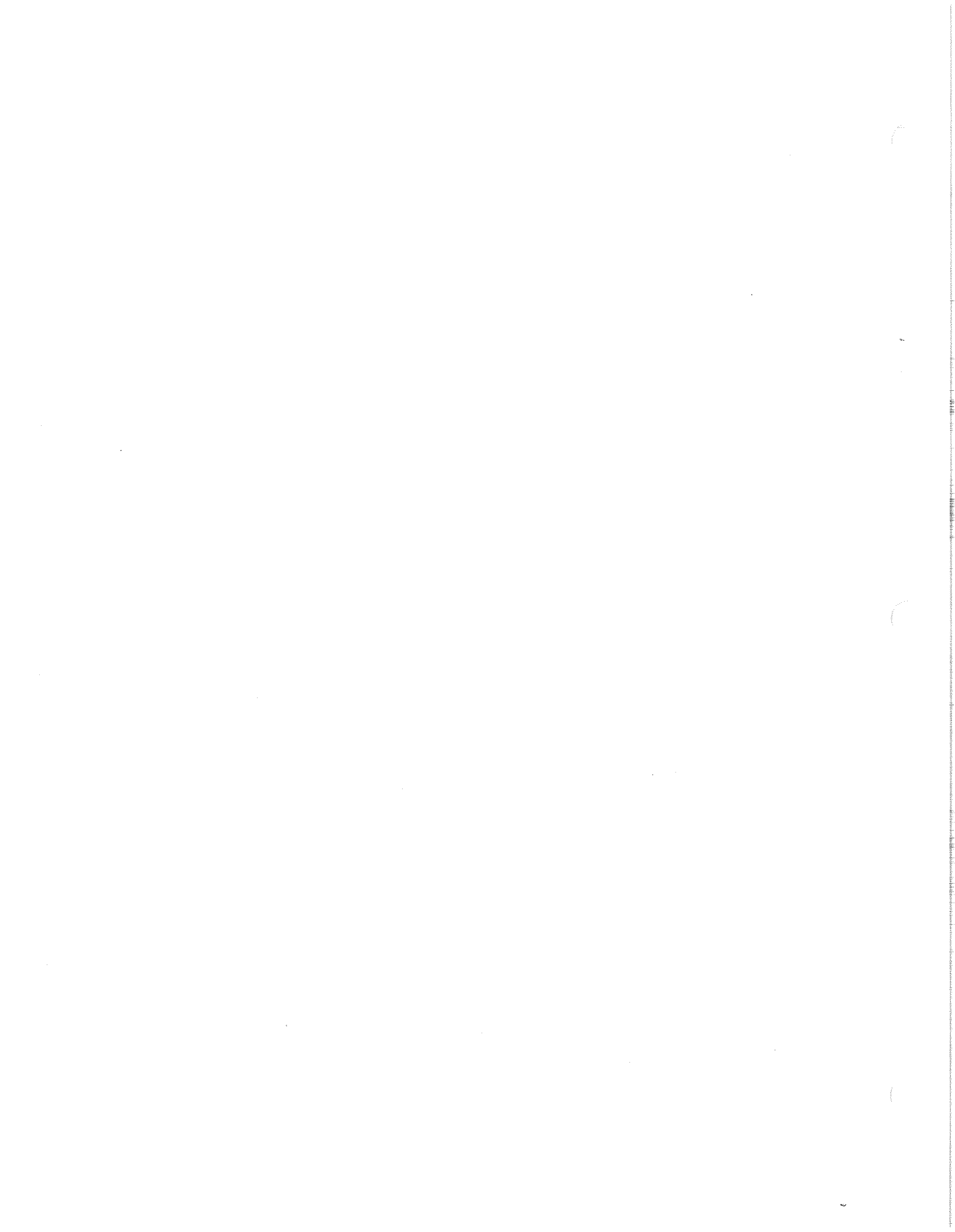
Placentia Library District  
FY1997-1998 General Fund Cash Flow

Agenda Item 12  
Attachment A  
Page 2

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
10/27/97	3556	PPI by Library Board Members		4,269.93	16,849.61
10/27/97	3557	PPI by Library Board Members		2,459.20	14,390.41
11/03/97	3558	General by Library Director		1,318.57	13,071.84
11/18/97	3559	General - PPI		4,659.78	8,412.06
11/18/97	3560	General		13,989.01	(5,576.95)
11/18/97	3561	General		3,463.88	(9,040.83)
11/18/97	3562	General		1,244.37	(10,285.20)
11/18/97	3563	General		4,037.16	(14,322.36)
11/18/97	3564	Payroll to wire 12/4/97		19,926.00	(34,248.36)
11/18/97	3565	Payroll to wire 12/18/97		19,926.00	(54,174.36)
11/21/97		State TBR	2,104.18		(52,070.18)
11/21/97		321 Grant - Dept. of Educ.	3,426.00		(48,644.18)
11/21/97		Local Revenue, September & October	3,979.21		(44,664.97)
11/24/97		Commingled Interest Allocation	437.94	11.49	(44,238.52)
11/25/97		Current Secured 1st	67,903.18	169.76	23,494.90
12/05/97	3566	General by Library Director		3,125.17	20,369.73
12/05/97	3567	PPI by Library Director		1,581.56	18,788.17
12/09/97		Homeowners Property Tax Relief	2,277.07		21,065.24
12/11/97		Current Secured 2nd	113,707.74	284.27	134,488.71
12/15/97		Current Supplemental 1st	5,339.85		139,828.56
12/16/97	3568	General - PPI		7,736.78	132,091.78
12/16/97	3569	General		15,230.98	116,860.80
12/16/97	3570	General		4,284.83	112,575.97
12/16/97	3571	General		2,779.48	109,796.49
12/16/97	3572	Payroll to wire 1/5/98		19,926.00	89,870.49
12/16/97	3573	Payroll to wire 1/15/98		19,926.00	69,944.49
12/17/97		Current Secured 3rd	175,507.48	438.77	245,013.20
12/22/97		Commingled Interest Allocation	316.48	8.21	245,321.47
12/22/97		State TBR	2,026.63		247,348.10
12/22/97		State Humanities Grant	500.00		247,848.10
12/22/97		Local Revenue, November	1,458.13		249,306.23
12/18/98		Interest on Impounds	176.98		249,483.21
12/22/98		State Dept. Educ 321 Grant	1,522.00		251,005.21
01/08/97	3575	PPI by Library Director		2,004.94	249,000.27
01/08/98	3574	PPI by Library Director		3,818.97	245,181.30
01/08/98		Homeowners Property Tax Relief	5,313.13		250,494.43
01/15/98		Unsecured 2nd Actual	6,066.51	15.17	256,545.77
01/20/98	3480	General		518.17	256,027.60
01/20/98	3576	General - PPI		2,954.29	253,073.31
01/20/98	3577	General		1,730.83	251,342.48
01/20/98	3578	General		32,298.27	219,044.21
01/20/98	3579	General		2,232.75	216,811.46
01/20/98	3581	Payroll to wire 1/29/98		19,926.00	196,885.46
01/20/98	3582	Payroll to wire 2/12/98		19,926.00	176,959.46
01/22/98		Current Secured 4th	50,637.92	126.59	227,470.79
01/26/98		Current Supplemental 2nd	2,397.19		229,867.98
01/30/98		Commingled Interest Allocation, Dec	1,073.38	27.94	230,913.42
01/30/98		Transfer to Fund 702		30,000.00	200,913.42
02/10/98	3583	PPI by Library Director		1,725.80	199,187.62
02/10/98	3584	PPI by Library Director		991.98	198,195.64
02/17/98	3585	General		11,855.92	186,339.72

Placentia Library District  
FY1997-1998 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
02/17/98	3586	General		972.65	185,367.07
02/17/98	3587	General		667.05	184,700.02
02/17/98	3588	Payroll to wire 2/26/98		19,926.00	164,774.02
02/17/98	3589	Payroll to wire 3/12/98		19,926.00	144,848.02
02/17/98	3590	General - PPI		33,244.01	111,604.01



**Fund Balance Report**  
**Post-Petition Balances (B/S Account 8010 - Cash)**  
 February 17, 1998

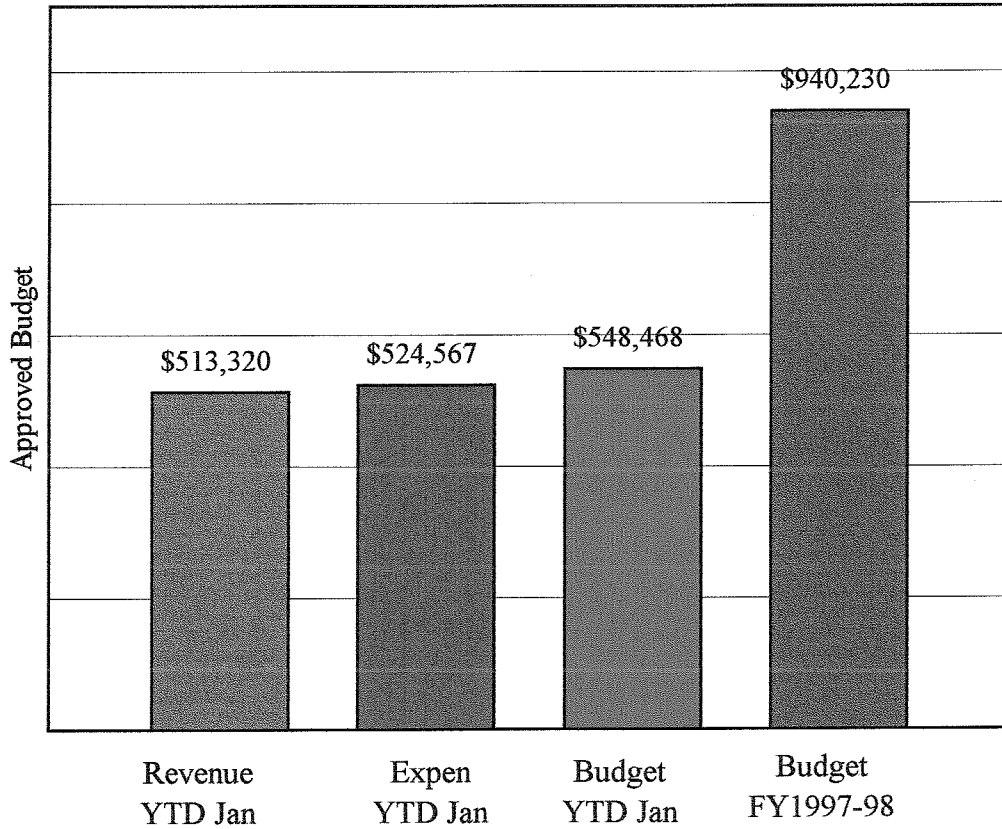
	Fiscal Year 1997-1998						TOTAL EXCL GEN FUND
	Fund 702 Maj Equip/Struc	Fund 703 Auto Replac	Fund 706 Bond Redempt	Fund 707 General Fund	Fund 708 Sick Lv Payoff	TOTAL ALL FUNDS	
30-Jun-97	77,383.60	2,849.84	111,073.16	170,465.79	6,847.25	368,619.64	198,153.85
31-Jul-97	77,729.81	2,862.83	111,579.16	101,661.49	6,879.29	300,712.58	199,051.09
31-Aug-97	78,096.57	2,876.34	112,105.64	50,157.00	6,910.91	250,146.46	199,989.46
30-Sep-97	78,465.01	2,889.91	76,634.52	30,181.07	6,943.51	195,114.02	164,932.95
31-Oct-97	48,826.73	2,903.23	12,009.91	64,185.28	6,975.52	134,900.67	70,715.39
30-Nov-97	49,084.89	2,916.95	12,126.10	94,436.74	7,008.48	165,573.16	71,136.42
31-Dec-97	49,311.96	2,930.45	12,182.18	324,188.88	7,040.91	395,654.38	71,465.50
31-Jan-98	79,547.02	2,944.42	12,240.25	261,200.60	7,074.48	363,006.77	101,806.17
28-Feb-98						0.00	0.00
31-Mar-98						0.00	0.00
30-Apr-98						0.00	0.00
31-May-98						0.00	0.00
30-Jun-98						0.00	0.00
Petty Cash	0.00	0.00	0.00	10,000.00	0.00	10,000.00	0.00
General Reserves	0.00	0.00	0.00	0.00	0.00	0.00	0.00

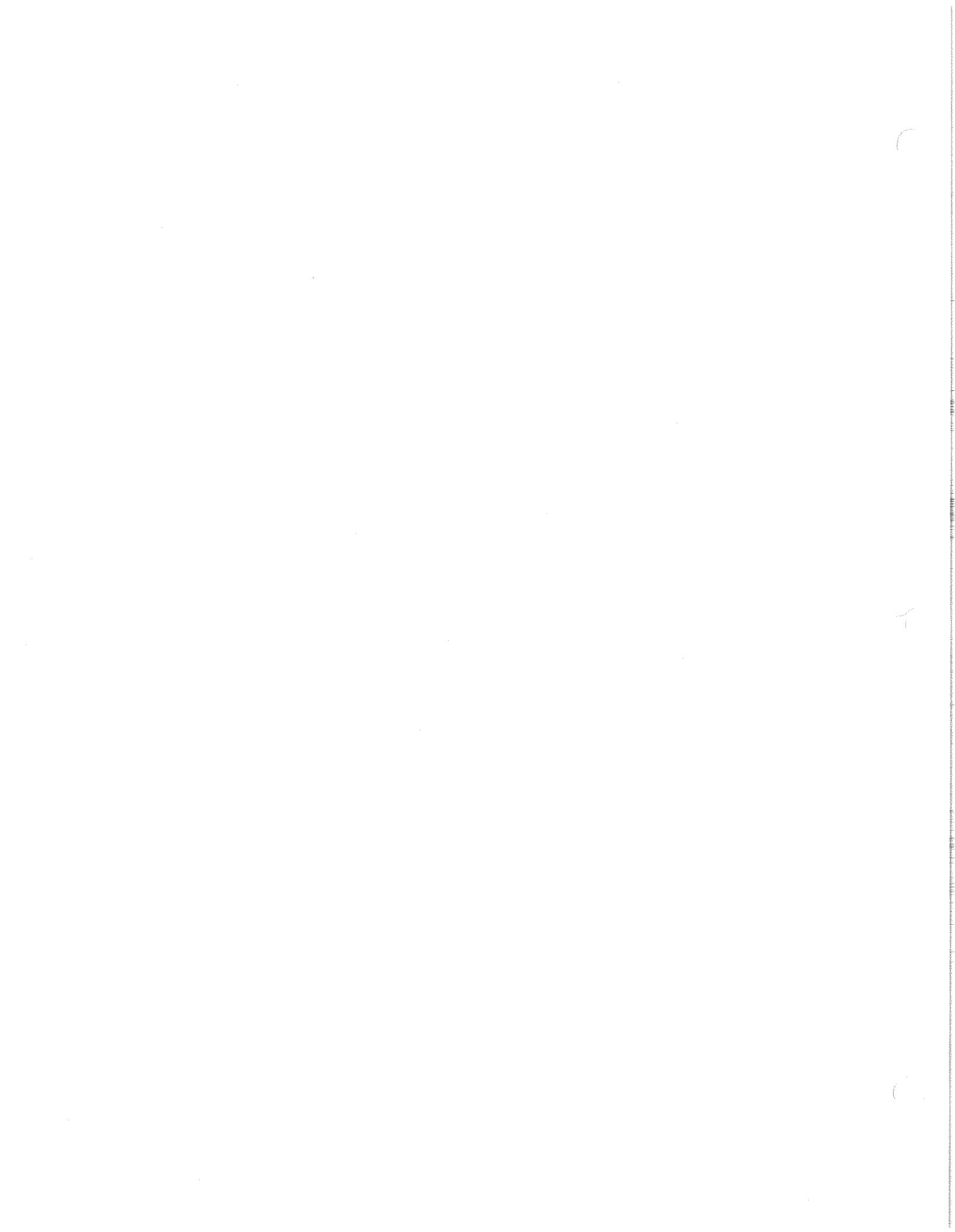
	Fiscal Year 1996-1997						TOTAL EXCL GEN FUND
	Fund 702 Maj Equip/Struc	Fund 703 Auto Replac	Fund 706 Bond Redempt	Fund 707 General Fund	Fund 708 Sick Lv Payoff	TOTAL ALL FUNDS	
30-Jun-96	68,375.94	2,688.54	141,790.39	187,125.88	6,492.33	406,473.08	219,347.20
31-Jul-96	68,375.94	2,688.54	141,790.39	164,329.08	6,492.33	383,676.28	219,347.20
31-Aug-96	68,375.94	2,688.54	141,790.39	65,971.46	6,492.33	285,318.66	219,347.20
30-Sep-96	68,659.77	2,697.08	81,465.75	64,450.13	6,518.85	223,791.58	159,341.45
31-Oct-96	69,271.85	2,721.15	57,735.02	1,186.66	6,576.96	137,491.64	136,304.98
30-Nov-96	70,775.00	2,733.06	18,297.63	101,295.89	6,605.74	199,707.32	98,411.43
31-Dec-96	71,395.16	2,757.36	18,814.86	293,583.69	6,664.47	393,215.54	99,631.85
31-Jan-97	72,613.02	2,769.64	108,898.63	189,430.57	6,694.14	380,406.00	190,975.43
28-Feb-97	72,947.32	2,782.54	109,054.27	102,554.20	6,725.32	294,063.65	191,509.45
31-Mar-97	73,236.00	2,793.54	109,495.24	76,622.14	6,751.93	268,898.85	192,276.71
30-Apr-97	75,067.73	2,806.19	109,991.22	245,943.83	6,782.51	440,591.48	194,647.65
31-May-97	75,432.98	2,836.65	110,559.27	228,652.08	6,815.57	424,296.55	195,644.47
30-Jun-97	77,383.60	2,849.84	111,073.16	170,465.79	6,847.25	368,619.64	198,153.85
Petty Cash	0.00	0.00	0.00	10,000.00	0.00	10,000.00	0.00
General Reserves	0.00	0.00	0.00	0.00	0.00	0.00	0.00





### PLACENTIA LIBRARY DISTRICT Fiscal Year 1997-1998 General Fund Cash Flow





PLACENTIA LIBRARY DISTRICT  
 REVENUE REPORT FOR FUND 707  
 (Prepared from the Orange County Auditor's Report)  
 January 20, 1997

OBJECT CODE	DESCRIPTION	FY1997-98 BUDGETED	FY1997-98 YTD	FY1996-97 YTD	FY1997-98 JAN 1998	FY1996-97 JAN 1997	FY97 YTD % REV BUD
6210-00	Prop. Taxes - current secured	705,381	407,756.32	386,836.85	50,637.92	40,755.01	57.81%
6210-01	Public Utility	23,624	0.00	0.00	0.00	0.00	0.00%
6210-04	Teeter Plan - current delinquent	0	0.00	0.00	0.00	0.00	
	TOTAL PROP. TAXES - CURRENT SECURED	729,005	407,756.32	386,836.85	50,637.92	40,755.01	55.93%
6220	PROP. TAXES - CURRENT UNSECURED	47,500	40,966.34	27,218.54	6,066.51	2,150.72	86.24%
6230-00	Prop. Taxes - Prior Secured	30,167	13,088.93	14,180.32	0.00	0.00	
6230-01	Prior year's secured final apportionment	0	5,201.12	4,341.84	0.00	0.00	
6230-02	Secured prior years	0	0.00	0.00	0.00	0.00	
6230-03	Tax deed land sales	0	0.00	4.54	0.00	0.00	
6230-04	Teeter Plan buyout - FY1993-1994 only	0	0.00	0.00	0.00	0.00	
6230-10	Release of impounds	0	0.00	10,291.73	0.00	0.00	
6230-11	(1994 ERAF Refund)	0	0.00	0.00	0.00	0.00	
	TOTAL PROP. TAXES - PRIOR SECURED	30,167	18,290.05	28,818.43	0.00	0.00	60.63%
6240	TOTAL PROP. TAXES PRIOR UNSECURED	1,500	0.00	0.00	0.00	0.00	0.00%
6250	TAXES - SPECIAL DISTRICT AUGMENTATION	0	0.00	0.00	0.00	0.00	
6260	PENALTIES & COSTS ON DELINQUENT TAXES	0	0.00	0.00	0.00	0.00	
6280-00	Property taxes current supplemental	11,500	7,738.66	5,553.63	2,397.19	1,886.26	67.29%
6280-01	Final supplemental for prior years	0	370.60	483.45	0.00	0.00	
	TOTAL PROP. TAXES SUPPLEMENTAL - CURRE	11,500	8,109.26	6,037.08	2,397.19	1,886.26	70.52%
6300	PROP. TAXES SUPPLEMENTAL - PRIOR	1,065	951.78	1,065.86	0.00	0.00	89.37%
6540	PENALTIES & COSTS ON DELINQUENT TAXES	400	309.57	448.40	0.00	0.00	
	TOTAL TAXES	821,137	476,383.32	450,425.16	59,101.62	44,791.99	58.02%



**REVENUE REPORT FOR FUND 707**  
 (Prepared from the Orange County Auditor's Report)  
 January 20, 1997

OBJECT CODE	DESCRIPTION	FY1997-98 BUDGETED	FY1997-98 YTD	FY1996-97 YTD	FY1997-98 JAN 1998	FY1996-97 JAN 1997	FY197 YTD % REV BUD
6610-00	Interest	11,000	3,352.41	7,065.42	1,073.38	1,108.52	30.48%
6610-01	Interest - old bond fund	0	0.00	0.00	0.00	0.00	
6610-23	Interest on impounded taxes released	0	176.98	3,649.59	0.00	0.00	
	<b>TOTAL INTEREST</b>	<b>11,000</b>	<b>3,529.39</b>	<b>10,715.01</b>	<b>1,073.38</b>	<b>1,108.52</b>	<b>32.09%</b>
6690	<b>STATE - HOMEOWNER PROP TAX RELIEF</b>	<b>15,593</b>	<b>7,590.20</b>	<b>7,457.87</b>	<b>5,313.13</b>	<b>5,206.94</b>	<b>48.68%</b>
6970-00	State - ILL & Direct Loan Reimbursement	12,500	4,130.81	6,975.26	0.00	1,236.90	33.05%
6970-01	State - CA Foundation Funds	28,000	0.00	0.00	0.00	0.00	0.00%
6970-02	State - CA Literacy Campaign	12,000	(2,383.00)	11,887.00	(2,383.00)	11,887.00	-19.86%
6970-03	State - Family Literacy	0	0.00	0.00	0.00	0.00	
6970-04	State - Dept of Education 321 Grant	3,500	4,948.00	3,511.00	0.00	0.00	141.37%
6970-05	State - Project Grants	9,000	9,361.00	0.00	0.00	0.00	
6970-07	State - Timber Yield Apport	0	0.00	0.00	0.00	0.00	
	<b>TOTAL STATE - OTHER GOVERNMENTAL</b>	<b>65,000</b>	<b>16,056.81</b>	<b>22,373.26</b>	<b>(2,383.00)</b>	<b>13,123.90</b>	<b>24.70%</b>
7130-00	BANKRUPTCY RECOVERY DISTRIBUTIONS	0	0.00	0.00	0.00	0.00	
7670-00	LOCAL REVENUE	27,500	9,754.00	13,917.26	0.00	3,796.84	35.47%
7680	6-MONTH EXPIRED (OUTLAWED) CHECKS	0	6.20	6.96	0.00	0.00	
7810	TRANSFER FROM/TO OTHER LIBRARY FUNDS	0	0.00	0.00	0.00	(90,000.00)	
	<b>FUND 707 TOTAL</b>	<b>940,230</b>	<b>513,319.92</b>	<b>504,895.52</b>	<b>63,105.13</b>	<b>(21,971.81)</b>	<b>54.60%</b>
	<b>FUND 707 TOTAL LESS INTERFUND TRANSFER</b>	<b>940,230</b>	<b>513,319.92</b>	<b>504,895.52</b>	<b>63,105.13</b>	<b>68,028.19</b>	



PLACENTIA LIBRARY DISTRICT  
EXPENDITURE REPORT FOR FUND 5071  
(Prepared from the Orange County Auditor's Report)  
January 20, 1998

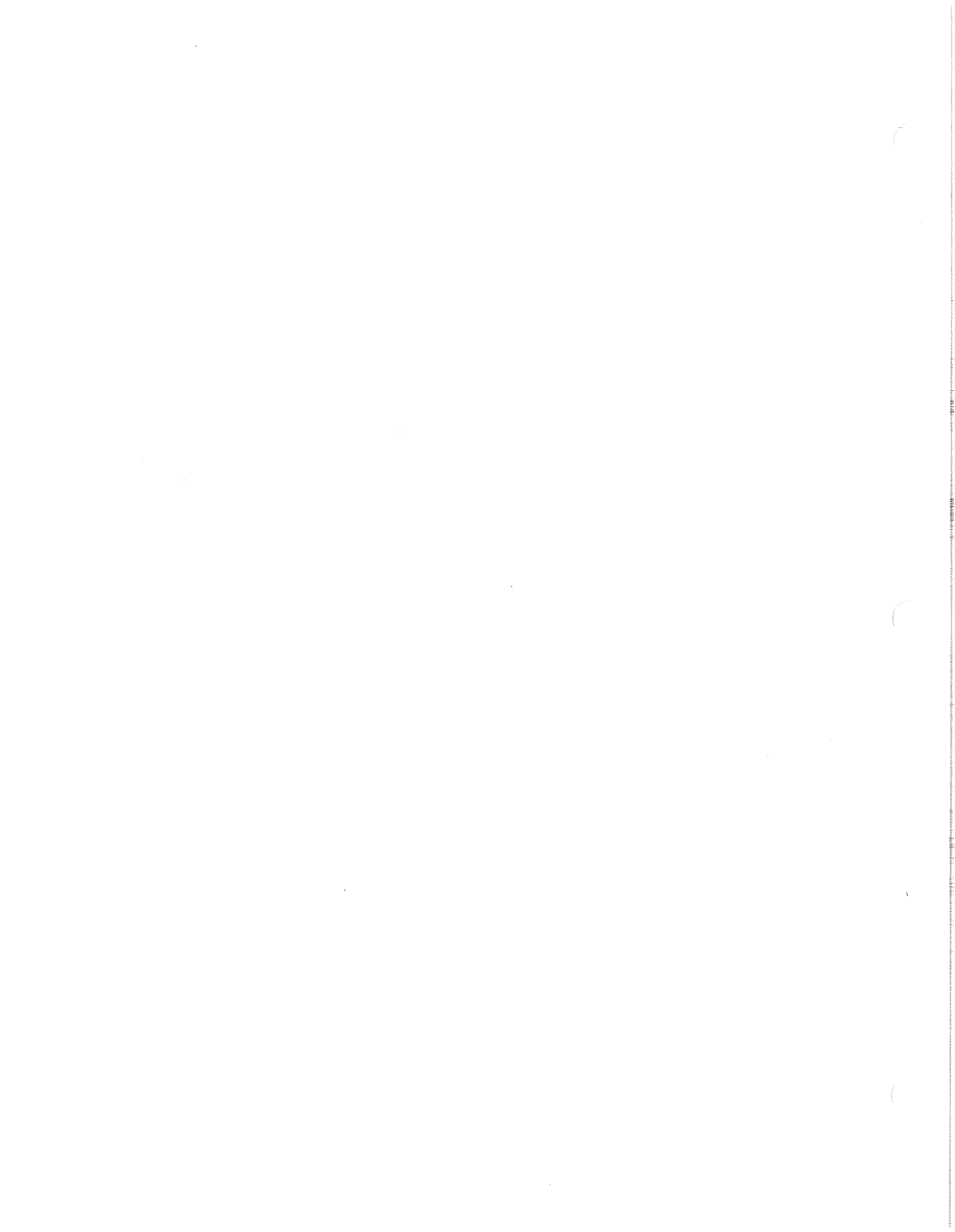
OBJECT CODE	DESCRIPTION	FY1997-98 BUDGETED	FY1997-98 YTD	FY1996-97 YTD	FY1997-98 JAN 1998	FY1996-97 JAN 1997	FY97 YTD % REV BUD
0100	Salaries & Wages	481,259	296,160.00	331,027.00	55,530.00	35,000.00	61.54%
0200	Retirement	70,591	22,656.00	25,293.00	4,248.00	2,680.00	32.09%
	Health Insurance/Care America	21,324	12,434.92	12,301.64	4,227.84	1,895.72	58.32%
	Long Term Disability	2,072	1,198.75	929.77	342.50	0.00	57.84%
	Vision Service Plan	937	531.80	597.00	87.80	99.50	56.73%
	Dental	3,715	2,567.84	2,496.78	381.89	353.90	69.12%
0300	Total Employee Insurance	28,049	16,733.31	16,325.19	5,040.03	2,349.12	59.66%
0310	Unemployment Insurance	0	0.00	0.00	0.00	0.00	
0350	Workers Compensation - General	6,000	3,142.00	4,079.00	1,180.00	0.00	52.37%
	TOTAL SALARIES & EMPLOYEE BENEFITS	585,899	338,691.31	376,724.19	65,998.03	40,029.12	57.81%
0700-00	Communications - Telephone	2,000	1,347.28	1,064.14	177.20	207.74	67.36%
0700-01	Communications - Modem/Fax	900	1,390.92	2,238.42	273.75	192.04	154.55%
0700-02	Communications - Internet/Database	3,500	2,296.13	0.00	429.16	0.00	65.60%
0700-05	Communications - Cataloging & Acquisitions Vendor	5,160	2,542.92	2,542.92	423.82	423.82	49.28%
0700-07	Communications - 321 Grant	150	382.42	247.71	17.86	59.85	254.95%
0700-08	Communications - Adult Literacy	250	89.12	149.43	50.15	0.00	35.65%
	Total Communications	11,960	8,048.79	6,242.62	1,371.94	883.45	67.30%
0900-00	Food - General Fund	0	18.17	0.00	18.17	0.00	
0900-07	Food - 321 Grant	50	0.00	0.00	0.00	0.00	0.00%
0900-08	Food - Adult Literacy	50	0.00	0.00	0.00	0.00	0.00%
090-009	Food - LSCA Grant	0	0.00	0.00	0.00	0.00	
	Total Food	100	18.17	0.00	18.17	0.00	18.17%
1000-00	Household Expense	3,500	1,743.57	1,274.16	0.00	0.00	49.82%
1100-00	Insurance	10,552	10,183.10	5,583.00	5,158.36	0.00	96.50%





PLACENTIA LIBRARY DISTRICT  
EXPENDITURE REPORT FOR FUND 5071  
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January 20, 1998

OBJECT CODE	DESCRIPTION	FY1997-98 BUDGETED	FY1997-98 YTD	FY1996-97 YTD	FY1997-98 JAN 1998	FY1996-97 JAN 1997	FY97 YTD % REV BUD
1300-00	Maintenance of Equipment - General Fund	20,000	15,200.26	9,412.06	6,500.00	190.18	76.00%
1300-07	Maintenance of Equipment - 321 Grant	0	0.00	0.00	0.00	0.00	
1300-08	Maintenance of Equipment - Adult Literacy	1,000	0.00	0.00	0.00	0.00	0.00%
1300-09	Maintenance of Equipment - LSCA Grant	0	0.00	0.00	0.00	0.00	
	Total Maintenance of Equipment	21,000	15,200.26	9,412.06	6,500.00	190.18	72.38%
	HVAC	6,000	3,085.40	4,874.49	272.92	117.42	51.42%
	Carpet Cleaning	500	0.00	550.00	0.00	0.00	0.00%
	Groundskeeping, City of Placentia	18,750	12,419.31	9,994.48	2,002.19	1,598.87	66.24%
	Plumbing	1,200	942.55	821.20	411.41	0.00	78.55%
	Electrical	3,000	1,511.96	1,725.44	0.00	448.00	50.40%
	Cleaning Service	11,700	6,650.00	5,700.00	1,900.00	950.00	56.84%
	Locksmith	200	93.95	88.46	41.45	88.46	46.98%
	Other	1,500	417.19	884.00	0.00	65.00	27.81%
1400-00	Total Maintenance of Building & Grounds	42,850	25,120.36	24,638.07	4,627.97	3,267.75	58.62%
1600-00	Memberships - General Fund	2,400	1,669.00	1,225.00	225.00	245.00	69.54%
1600-07	Memberships - 321 Grant	200	0.00	170.00	0.00	0.00	
1600-08	Memberships - Adult Literacy	150	95.00	95.00	0.00	0.00	63.33%
1600-09	Memberships - LSCA Grant	0	0.00	0.00	0.00	0.00	
	Total Memberships	2,750	1,764.00	1,490.00	225.00	245.00	64.15%
1700-00	Miscellaneous Expense - General Fund	0	0.00	0.00	0.00	0.00	
1700-07	Miscellaneous Expense - 321 Grant	0	0.00	20.00	0.00	0.00	
1700-08	Miscellaneous Expense - Adult Literacy	0	0.00	0.00	0.00	0.00	
1700-09	Miscellaneous Expense - LSCA Grant	0	0.00	0.00	0.00	0.00	
	Total Miscellaneous Expense	0	0.00	20.00	0.00	0.00	



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

January 20, 1998

OBJECT CODE	DESCRIPTION	FY1997-98 BUDGETED	FY1997-98 YTD	FY1996-97 YTD	FY1997-98 JAN 1998	FY1996-97 JAN 1997	FY97 YTD % REV BUD
	Library Supplies	4,500	2,083.72	611.16	0.00	140.78	46.30%
	Printing	7,000	4,962.02	6,406.65	1,716.23	1,854.34	70.89%
	EZ Copy - copy cards for sale to patrons	0	0.00	0.00	0.00	0.00	
	Publications	1,000	1,151.55	180.00	0.00	0.00	115.16%
	Paper	600	1,025.59	302.22	0.00	7.83	170.93%
	Drinking Water Service	300	149.70	174.65	24.95	24.95	49.90%
	Other Office Supplies	3,500	1,396.56	2,142.74	356.59	510.63	39.90%
1800-00	Total Office Supply Expense - General Fund	16,900	10,769.14	9,817.42	2,097.77	2,538.53	63.72%
1800-07	Literacy Dept Educ 321 Grant Supply Expense	0	571.00	20.00	0.00	0.00	
	Printing	3,000	903.04	1,796.25	570.00	571.00	30.10%
	Publications	2,750	1,026.56	0.00	0.00	0.00	37.33%
	Paper	50	0.00	0.00	0.00	0.00	0.00%
	Other Office Supplies	1,500	220.58	0.00	19.31	0.00	14.71%
1800-08	Total Adult Literacy Office Supply Expense	7,300	2,150.18	1,796.25	589.31	571.00	29.45%
1800-09	LSCA Grant Supply Expense	0	5,181.20	0.00	0.00	0.00	
	Total Office Expense	24,200	18,671.52	11,633.67	2,687.08	3,109.53	77.16%
1803-00	Postage Expense - General Fund	750	452.90	101.61	335.90	(20.00)	60.39%
1803-04	Postage Expense - LSCA II Grant	0	0.00	0.00	0.00	0.00	
1803-08	Postage Expense - Adult Literacy	400	32.00	96.00	0.00	0.00	8.00%
1803-09	Postage Expense - LSCA Grant	0	1,063.44	0.00	0.00	0.00	
	Total Postage Expense	1,150	1,548.34	197.61	335.90	(20.00)	134.64%



**PLACENTIA LIBRARY DISTRICT**  
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January 20, 1998

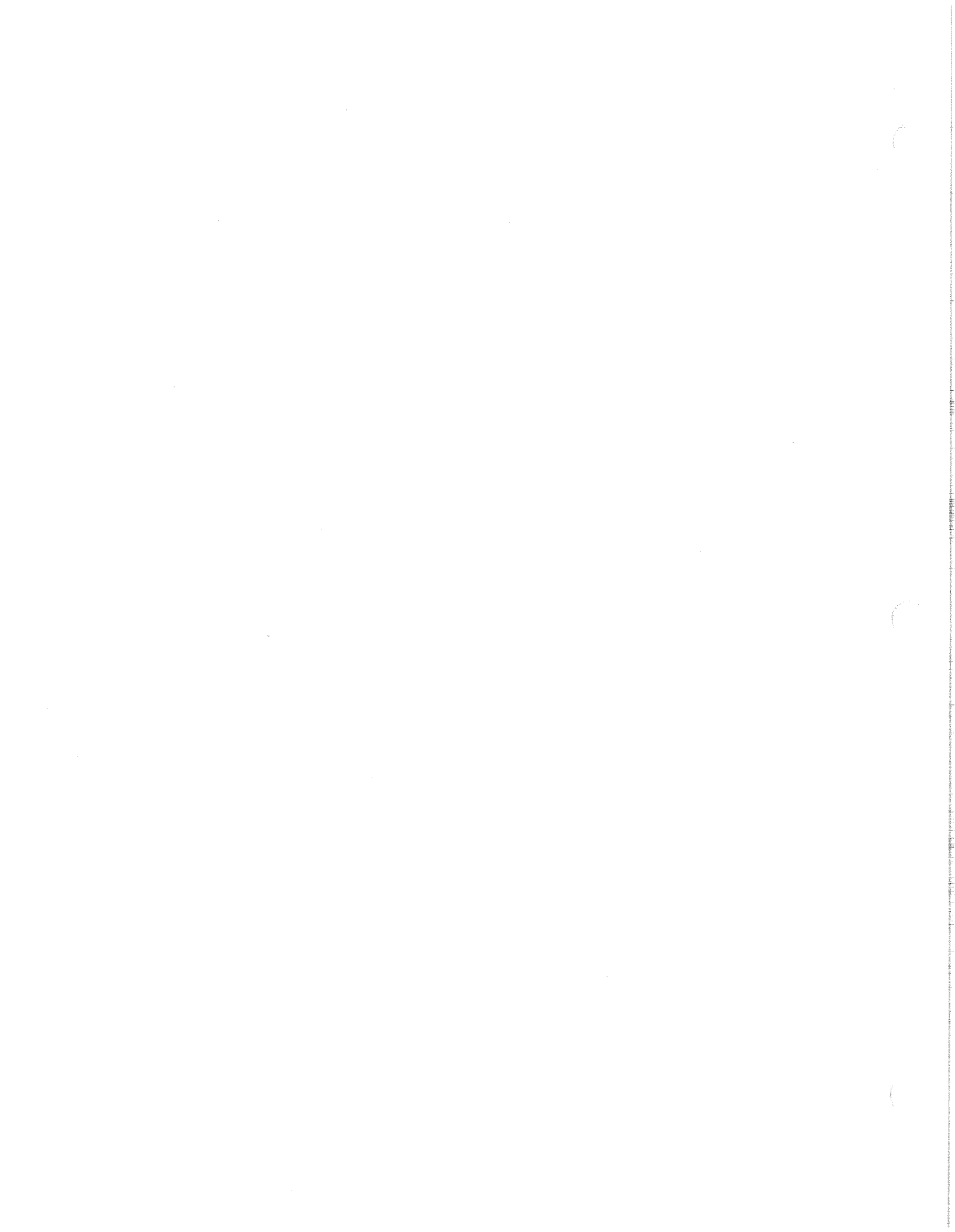
OBJECT CODE	DESCRIPTION	FY1997-98 BUDGETED	FY1997-98 YTD	FY1996-97 YTD	FY1997-98 JAN 1998	FY1996-97 JAN 1997	FY97 YTD % REV BUD
	Care Resources (Employee Assistance)	420	210.00	175.00	70.00	0.00	50.00%
	Pension Contribution & Operating Expenses	5,000	3,519.63	1,693.55	0.00	0.00	70.39%
	Anaheim Library Automated System	39,000	0.00	350.00	0.00	350.00	0.00%
	Clipping Service	420	206.26	196.26	34.71	0.00	49.11%
	Tax Collection Services & Fees by Orange County	450	135.16	328.25	27.94	35.81	30.04%
	Advertising	0	0.00	0.00	0.00	0.00	
	Medical Exams	500	367.50	314.50	0.00	0.00	73.50%
	Collection Services - Accounts Receivable	3,700	1,113.27	0.00	143.27	0.00	30.09%
	Audit	3,750	2,810.00	3,050.00	0.00	0.00	74.93%
	Payroll Preparation	2,300	1,306.99	1,205.67	165.00	172.00	56.83%
	Election Expenses	0	0.00	0.00	0.00	0.00	
	Staff Training in Library	0	0.00	0.00	0.00	0.00	
	Other (including OCIP Settlement Allocations)	0	3,800.03	589.98	100.00	0.00	
1900-00	Total Specialized Services - General Fund	55,540	13,468.84	7,903.21	540.92	557.81	24.25%
1900-01	Specialized Services - LSCA II Grant	0	0.00	0.00	0.00	0.00	
1900-07	Specialized Services - 321 Grant	1,625	571.00	0.00	0.00	0.00	
1900-08	Specialized Services - Adult Literacy	1,500	0.00	0.00	0.00	0.00	0.00%
1900-09	Specialized Services - LSCA Grant	0	3,603.99	0.00	0.00	0.00	
1900-18	Tax Collection Services & Fees by Orange County	1,900	1,121.81	1,060.87	141.76	107.27	59.04%
	Total Specialized Services	60,565	18,765.64	8,964.08	682.68	665.08	30.98%
2000-00	Legal Notices - General Fund	500	0.00	942.78	0.00	100.00	0.00%
2000-01	Legal Notices - LSCA II Grant	0	0.00	0.00	0.00	0.00	
	Total Legal Notices	500	0.00	942.78	0.00	100.00	0.00%
2100-00	Rents/Leases-Equipment	0	0.00	0.00	0.00	0.00	



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

January 20, 1998

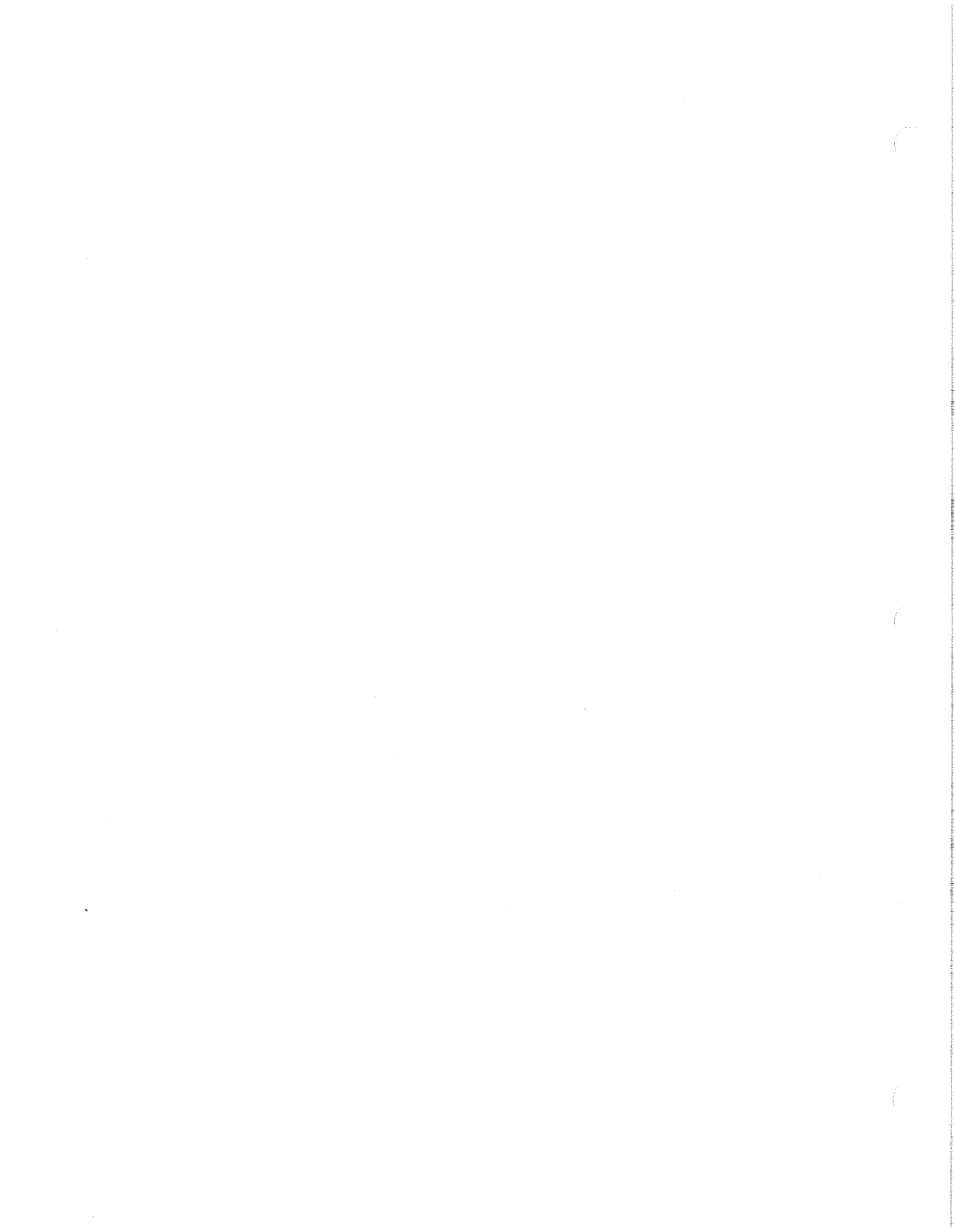
OBJECT CODE	DESCRIPTION	FY1997-98 BUDGETED	FY1997-98 YTD	FY1996-97 YTD	FY1997-98 JAN 1998	FY1996-97 JAN 1997	FY97 YTD % REV BUD
2200-00	Semi-Annual Bond Payment	66,090	33,015.00	0.00	0.00	0.00	49.95%
2300-00	Small Tools/Instruments	0	0.00	0.00	0.00	0.00	
2400-00	Special Department Expense - Miscellaneous	0	0.00	0.00	0.00	0.00	
2400-01	Special Department Expense- Books	10,000	3,290.94	7,424.04	2,180.71	2,292.66	32.91%
2400-02	Special Department Expense - Video	500	569.85	0.00	0.00	0.00	113.97%
2400-03	Special Department Expense - Electronic	10,000	12,226.50	12,905.87	0.00	5,994.55	122.27%
2400-04	Special Department Expense - Periodicals	26,000	3,971.03	5,058.59	6.00	216.58	15.27%
2400-05	Special Department Expense - Audio	1,000	158.46	0.00	0.00	0.00	15.85%
2400-07	Special Department Expense - 321 Grant	0	0.00	0.00	0.00	0.00	
2400-08	Special Department Expense - Adult Literacy	500	606.57	0.00	592.77	0.00	121.31%
2400-09	Special Department Expense - LSCA Grant	0	0.00	0.00	0.00	0.00	
	<b>Total Special Department Expense</b>	<b>48,000</b>	<b>20,823.35</b>	<b>25,388.50</b>	<b>2,779.48</b>	<b>8,503.79</b>	<b>43.38%</b>
2600-00	Transportation/Travel - General	0	0.00	0.00	0.00	0.00	
2700-00	Transportation/Travel - Meetings, Staff Out of Town	1,000	367.88	687.60	0.00	0.00	
2700-01	Transportation/Travel - Meetings, Staff Local	2,000	1,379.22	345.47	697.22	4.09	68.96%
2700-02	Transportation/Travel - Meetings, Board Out of Town	750	0.00	310.20	0.00	310.20	0.00%
2700-03	Transportation/Travel - Meetings, Board Local	1,000	275.00	250.00	0.00	0.00	27.50%
2700-04	Transportation/Travel - Meetings, LSCA II Grant	0	0.00	0.00	0.00	0.00	
2700-07	Transportation/Travel - Meetings, 321 Grant	1,500	660.40	148.00	421.02	0.00	44.03%
2700-08	Transportation/Travel - Meetings - Adult Literacy	500	0.00	0.00	0.00	0.00	0.00%
2700-09	Transportation/Travel - Meetings - LSCA Grant	0	0.00	9.67	0.00	0.00	
	<b>Total Transportation/Travel - Meetings</b>	<b>6,750</b>	<b>2,682.50</b>	<b>1,750.94</b>	<b>1,118.24</b>	<b>314.29</b>	<b>39.74%</b>





PLACENTIA LIBRARY DISTRICT  
EXPENDITURE REPORT FOR FUND 5071  
(Prepared from the Orange County Auditor's Report)  
January 20, 1998

OBJECT CODE	DESCRIPTION	FY1997-98 BUDGETED	FY1997-98 YTD	FY1996-97 YTD	FY1997-98 JAN 1998	FY1996-97 JAN 1997	FY97 YTD % REV BUD
2800-00	Electricity	43,500	25,578.57	23,068.68	3,517.79	3,642.18	58.80%
	Gas	3,500	1,110.24	580.76	985.01	0.00	31.72%
	Water	3,000	1,826.86	2,054.34	87.76	0.00	60.90%
	Total Utilities	50,000	28,515.67	25,703.78	4,590.56	3,642.18	57.03%
	TOTAL SUPPLIES & SERVICES	349,967	186,100.27	123,241.27	30,095.38	20,901.25	53.18%
3700-00	Taxes, Assessments (Sales Tax)	864	0.00	0.00	0.00	0.00	0.00%
4000-00	Equipment - General Fund	2,500	0.00	2,625.36	0.00	2,410.94	0.00%
4000-07	Equipment - 321 Grant	0	0.00	0.00	0.00	0.00	
4000-08	Equipment - Adult Literacy	1,000	0.00	0.00	0.00	0.00	
4000-09	Equipment - LSCA Grant	0	0.00	0.00	0.00	0.00	
4000-11	Equipment - County Assigned Fund	0	0.00	0.00	0.00	0.00	
	Total Equipment	3,500	0.00	2,625.36	0.00	2,410.94	0.00%
4200-00	Structures/Improvements	0	0.00	0.00	0.00	0.00	
	TOTAL EQUIPMENT EXPENSE	3,500	0.00	2,625.36	0.00	2,410.94	0.00%
4807	OPERATING TRANSFER TO ANOTHER DISTRIC	0	0.00	0.00	0.00	0.00	
5600	INVESTMENT POOL LOSS	0	0.00	0.00	0.00	0.00	0.00
	TOTAL EXPENSES	940,230	524,791.58	502,590.82	96,093.41	63,341.31	55.82%



Placentia Library District  
Balance Sheet

January 31, 1998

Assets

General Fund - Checking	6,090.48	
Literacy Fund-Checking	0.00	
County Exempt-Checking	6,131.66	
Payroll Account	37,619.63	
Savings (P/R Support)	4,877.86	
Savings (P/R Fees)	2,274.87	
Certificates of Deposit	27,500.00	
General Fund - Savings	9,785.72	
Literacy Fund - Savings	5,051.82	
County Exempt - Savings	3,369.61	
Total Assets		<u>102,701.65</u>

Liabilities

Manual Payroll Checks	0.00	
Payroll Taxes Payable	(411.74)	
Deferred Comp Payable	842.45	
Insurance Payable	(846.65)	
Credit Union Payable	46.78	
Union Dues Payable	110.28	
Other Employee Deductions	656.41	
Total Liabilities		397.53

Capital

Fund Balance	102,304.12	
Total Capital		<u>102,304.12</u>
Total Liabilities and Capital		<u>102,701.65</u>



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

January 1998

Prepared 2/8/98

	DATE/NO.	DEBITS	CREDITS	BALANCE
Statement Balance				11,171.46
Checks Out	1040	1,385.74		
TOTALS		1,385.74	0.00	
CHECKBOOK BAL				9,785.72

*EDM*

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

January 1998

Prepared 2/11/98

	DATE/NO.	DEBITS	CREDITS	BALANCE
Statement Balance				6,590.79
Checks Out	4413	19.31		
	4417	112.00		
	4418	40.00		
	4419	329.00		
TOTALS		500.31	0.00	
CHECKBOOK BAL				6,090.48

*EW Mark*

31/98

Page 1

Placentia Library District  
 Income Statement For Department 01  
 Period Spread Sheet  
 1 Period(s) Ending January 31, 1998

Part 1 of 1 Parts

	Total	01/31/98
<b>Income</b>		
Cash Register-Audio Visual	0.00	0.00
Cash Register-Mis.	1.00	1.00
Cash Register-Fines	1,413.83	1,413.83
Cash Register-Damaged Items-Not in	0.00	0.00
Cash Register-Lost Items	130.53	130.53
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	43.00	43.00
Cash Register-Computer Rental	0.00	0.00
Typewriter Income	0.00	0.00
Telephone Income	0.00	0.00
Copy Machine Income	0.00	0.00
State Library Reimbursements	0.00	0.00
State Library Grants	6,594.00	6,594.00
State of California Foundation Fund	0.00	0.00
Other Grants	0.00	0.00
County Reimbursements	0.00	0.00
Interest Income - checking	0.00	0.00
Interest Income - savings	9.61	9.61
Miscellaneous Income	0.00	0.00
	-----	-----
Total Income	8,191.97	8,191.97
<b>Cost of Sales</b>		
	-----	-----
Gross Profit (Loss)	8,191.97	8,191.97
<b>Expenses</b>		
Transfers to County	1,385.74	1,385.74
Employee Insurance (030)	0.00	0.00
Food (0900)	0.00	0.00
Household Expenses (100)	0.00	0.00
Insurance (1100)	0.00	0.00
Maintenance-Equip (130)	0.00	0.00
Maintenance-Bldg (140)	0.00	0.00
Communications (070)	0.00	0.00
Memberships (160)	40.00	40.00
Office Expense (180)	0.00	0.00
Postage (183)	0.00	0.00
Prof. & Spec. Services (190)	0.00	0.00
Special Departmental Expense (240)	0.00	0.00
Transportation & Travel (270)	112.00	112.00
Utilities (280)	0.00	0.00
Equipment (400)	0.00	0.00

01/31/98

Placentia Library District  
Income Statement For Department 01  
Period Spread Sheet  
1 Period(s) Ending January 31, 1998

Page 2  
Part 1 of 1 Parts

	Total	01/31/98
Taxes and Fees (370)	329.00	329.00
Funds in Transit	0.00	0.00
Total Expenses	<u>1,866.74</u>	<u>1,866.74</u>
Operating Income (Loss)	6,325.23	6,325.23
Other Income		
Other Expenses		
Net Income (Loss)	<u><u>6,325.23</u></u>	<u><u>6,325.23</u></u>



01/31/98

Page 1

Placentia Library District Part 1 of 1 Parts  
 Income Statement For Department 01  
 YTD Actual Spread Sheet  
 1 Period(s) Ending January 31, 1998

	01/31/98
<b>Income</b>	
Cash Register-Audio Visual	0.00
Cash Register-Mis.	45.32
Cash Register-Fines	10,317.31
Cash Register-Damaged Items-Not in Us	0.00
Cash Register-Lost Items	798.66
Cash Register-Copy Cards	0.00
Cash Register-Fax/Laminator	0.00
Cash Register-Childrens	198.00
Cash Register-Publications	0.00
Cash Register-Reserves	604.60
Cash Register-Computer Rental	0.90
Typewriter Income	24.05
Telephone Income	71.48
Copy Machine Income	0.00
State Library Reimbursements	4,130.81
State Library Grants	20,903.00
State of California Foundation Funds	0.00
Other Grants	0.00
County Reimbursements	1,879.64
Interest Income - checking	0.00
Interest Income - savings	53.19
Miscellaneous Income	0.00
	-----
<b>Total Income</b>	<b>39,026.96</b>
<b>Cost of Sales</b>	
	-----
<b>Gross Profit (Loss)</b>	<b>39,026.96</b>
<b>Expenses</b>	
Transfers to County	29,579.55
Employee Insurance (030)	0.00
Food (0900)	0.00
Household Expenses (100)	28.61
Insurance (1100)	0.00
Maintenance-Equip (130)	0.00
Maintenance-Bldg (140)	0.00
Communications (070)	0.00
Memberships (160)	40.00
Office Expense (180)	529.01
Postage (183)	464.90
Prof. & Spec. Services (190)	0.00
Special Departmental Expense (240)	0.00
Transportation & Travel (270)	1,575.58
Utilities (280)	0.00
Equipment (400)	0.00

01/31/98

Placentia Library District  
Income Statement For Department 01  
YTD Actual Spread Sheet  
1 Period(s) Ending January 31, 1998

Page 2  
Part 1 of 1 Parts

	01/31/98
Taxes and Fees (370)	337.50
Funds in Transit	0.00
	-----
Total Expenses	32,555.15
	-----
Operating Income (Loss)	6,471.81
Other Income	
Other Expenses	
	-----
Net Income (Loss)	6,471.81
	=====

01/31/98

Placentia Library District  
Cash Disbursements  
Checkbook 5 Fiscal Year 98 Period 7  
General Fund - Savings

Page 1

Check	Date	Payee	Amount
1039	01/31/98	VOID void	0.00
1040	01/31/98	O.C.Auditor 0-5102-01 Transfers to County	1,385.74
			<u>1,385.74</u>
		Checkbook 5 Total	1,385.74

01/31/98

Placentia Library District  
Cash Disbursements  
Checkbook 1 Fiscal Year 98 Period 7  
General Account

Page

Check	Date	Payee	Amount
4417	01/12/98	California Studies 0-5122-01 Transportation & Travel (270)	112.00
4418	01/12/98	OC-VUG 0-5112-01 Memberships (160)	40.00
4419	01/29/98	CA Bd of Equalizatio 0-5126-01 Taxes and Fees (370)	329.00
Checkbook 1 Total			481.00

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

January 1998

Prepared 2/8/98

	DATE/NO.	DEBITS	CREDITS	BALANCE
Statement Balance				5,051.82
Checks Out				
TOTALS		0.00	0.00	
CHECKBOOK BAL				5,051.82

*2/8/98*

01/31/98

Placentia Library District  
 Income Statement For Department 02  
 Period Spread Sheet  
 1 Period(s) Ending January 31, 1998

Page 1  
 Part 1 of 1 Parts

	Total	01/31/98
Income		
Gifts Income	0.00	0.00
Tutor Training Income	30.00	30.00
Workshops Income	0.00	0.00
Book/Materials Income	0.00	0.00
Interest Income - checking	0.00	0.00
Interest Income - savings	11.07	11.07
Miscellaneous Income	0.00	0.00
Citizenship Tests (CASAS)	0.00	0.00
Citizenship Tests (CASAS)	0.00	0.00
Donations to Literacy	0.00	0.00
Placentopoly Games	0.00	0.00
Loan Repayment from C.E.	0.00	0.00
	-----	-----
Total Income	41.07	41.07
Cost of Sales	-----	-----
Gross Profit (Loss)	41.07	41.07
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	0.00	0.00
Loan to C.E. for Copier	0.00	0.00
	-----	-----
Total Expenses	0.00	0.00
Operating Income (Loss)	41.07	41.07
Other Income		
Other Expenses	-----	-----
Net Income (Loss)	41.07	41.07
	=====	=====

01/31/98

Page 1

Placentia Library District      Part 1 of 1 Parts  
Income Statement For Department 02  
YTD Actual Spread Sheet  
1 Period(s) Ending January 31, 1998

	01/31/98
Income	
Gifts Income	0.00
Tutor Training Income	150.00
Workshops Income	0.00
Book/Materials Income	0.00
Interest Income - checking	5.09
Interest Income - savings	90.14
Miscellaneous Income	0.00
Citizenship Tests (CASAS)	560.00
Citizenship Tests (CASAS)	0.00
Donations to Literacy	0.00
Placentopoly Games	80.00
Loan Repayment from C.E.	0.00
	-----
Total Income	885.23
Cost of Sales	
	-----
Gross Profit (Loss)	885.23
Expenses	
Refunds (not in use)	0.00
Travel Expense	0.00
Equipment Expense	0.00
Refreshments	0.00
Printing	0.00
LVA Expenses	0.00
Miscellaneous	0.00
Tutor Training Materials	0.00
Bank Fees	0.00
Loan to C.E. for Copier	6,200.00
	-----
Total Expenses	6,200.00
	-----
Operating Income (Loss)	(5,314.77)
Other Income	
Other Expenses	
	-----
Net Income (Loss)	(5,314.77)
	=====

01/31/98

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

Page

For Fiscal Year 98, Period 7 through Fiscal Year 98, Period 7

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

January 1998

Prepared 2/8/98

	DATE/NO.	DEBITS	CREDITS	BALANCE
Statement Balance				4,275.25
Checks Out	1041	459.30		
	1042	446.34		
TOTALS		905.64	0.00	
CHECKBOOK BAL				3,369.61

*CDM*



01/31/98

Placentia Library District  
Income Statement For Department 03  
Period Spread Sheet  
1 Period(s) Ending January 31, 1998

Page 1  
Part 1 of 1 Parts

	Total	01/31/98
<b>Income</b>		
Cash Register-Copy Cards-Exempt Fun	0.00	0.00
Microfilm/Microfich Income	0.00	0.00
Meeting Room Income	210.00	210.00
Test Proctoring Income	20.00	20.00
Vending Machine Income	0.00	0.00
Debit Card Income	366.65	366.65
Friends Contributions	0.00	0.00
Friends - Summer Reading	0.00	0.00
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	5.02	5.02
Interest Income - savings	8.86	8.86
Miscellaneous Income	0.00	0.00
Gulf Arab Grant Income	0.00	0.00
Community Grant Income	0.00	0.00
Directors Fund (Friends)	1,000.00	1,000.00
Camp Library (Friends)	0.00	0.00
Storytime (Friends)	0.00	0.00
Loan from Literacy	0.00	0.00
	-----	-----
Total Income	1,610.53	1,610.53
<b>Cost of Sales</b>		
	-----	-----
Gross Profit (Loss)	1,610.53	1,610.53
<b>Expenses</b>		
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	0.00	0.00
Children's Summer Reading Program	0.00	0.00
Children's Camp Library	0.00	0.00
Children's Storytime (Friends)	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	0.00	0.00
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

01/31/98

Placentia Library District  
Income Statement For Department 03  
Period Spread Sheet  
1 Period(s) Ending January 31, 1998

Page 2  
Part 1 of 1 Parts

	Total	01/31/98
Lobbyist Expense	650.52	650.52
Funds in Transit	0.00	0.00
Debit Card System Repairs	0.00	0.00
Debit Cards	0.00	0.00
Copier Maintenance Contract	459.30	459.30
Copier Lease Payments	446.34	446.34
Copier Supplies	0.00	0.00
Repay loan to Lit.(copier)	0.00	0.00
	-----	-----
Total Expenses	1,556.16	1,556.16
	-----	-----
Operating Income (Loss)	54.37	54.37
Other Income		
Other Expenses		
	-----	-----
Net Income (Loss)	54.37	54.37
	=====	=====

01/31/98

Page 1

Placentia Library District      Part 1 of 1 Parts  
Income Statement For Department 03  
YTD Actual Spread Sheet  
1 Period(s) Ending January 31, 1998

	01/31/98
<b>Income</b>	
Cash Register-Copy Cards-Exempt Fund	0.00
Microfilm/Microfich Income	1.25
Meeting Room Income	1,970.00
Test Proctoring Income	160.00
Vending Machine Income	0.00
Debit Card Income	3,081.65
Friends Contributions	275.45
Friends - Summer Reading	0.00
Gifts Income	0.00
Special Gifts (Non Library)	0.00
Children's Dept Income	1,000.00
Lobbyist Income	0.00
Interest Income - checking	27.53
Interest Income - savings	71.10
Miscellaneous Income	0.00
Gulf Arab Grant Income	0.00
Community Grant Income	0.00
Directors Fund (Friends)	1,000.00
Camp Library (Friends)	0.00
Storytime (Friends)	1,100.00
Loan from Literacy	6,200.00
	-----
Total Income	14,886.98
<b>Cost of Sales</b>	
	-----
Gross Profit (Loss)	14,886.98
<b>Expenses</b>	
Copy Cards Purchase	491.11
Vend. Mach.-Repay Capital Equip.	0.00
Vending Machine Supplies	0.00
Vending Machine Repairs	0.00
Bank Fees & Services Charges	26.50
Children's Summer Reading Program	579.01
Children's Camp Library	284.23
Children's Storytime (Friends)	1,740.00
Children's-Other	50.00
Debit Card - Repay Capital Equip.	0.00
Friend's-Director's Fund	317.27
Friend's-Other Activities	0.00
Library Board Expenses	635.90
Meeting Room Upkeep Expenses	652.57
Gulf Arab Grant	0.00
Community Grant Expense	0.00
Miscellaneous	500.00

01/31/98

Placentia Library District  
Income Statement For Department 03  
YTD Actual Spread Sheet  
1 Period(s) Ending January 31, 1998

Page 2  
Part 1 of 1 Parts

	01/31/98
Lobbyist Expense	1,275.52
Funds in Transit	0.00
Debit Card System Repairs	0.00
Debit Cards	0.00
Copier Maintenance Contract	2,330.64
Copier Lease Payments	8,927.00
Copier Supplies	0.00
Repay loan to Lit.(copier)	0.00
	-----
Total Expenses	17,809.75
	-----
Operating Income (Loss)	(2,922.77)
Other Income	
Other Expenses	
	-----
Net Income (Loss)	<u><u>(2,922.77)</u></u>

01/31/98

Placentia Library District  
Cash Disbursements  
Checkbook 7 Fiscal Year 98 Period 7  
County Exempt - Savings

Page 1

Check	Date	Payee	Amount
1041	01/20/98	IKON Office Solution 0-5327-03 Copier Maintenance Contract	459.30
1042	01/20/98	Sharp Electronics 0-5328-03 Copier Lease Payments	446.34
Checkbook 7 Total			905.64

01/31/98

Placentia Library District  
Cash Disbursements  
Checkbook 3      Fiscal Year 98 Period 7  
County Exempt

Page

Check	Date	Payee	Amount
1126	01/20/98	Calif Advocates	650.52
		0-5323-03 Lobbyist Expense	650.52
		Checkbook 3 Total	650.52



PLACENTIA LIBRARY DISTRICT  
Reconciliation for Bank of America Account 07605-80156  
Payroll Account  
January, 1998

Prepared February 11, 1998

	NUMBER	DEBITS	CREDITS	BALANCE
Statement Balance				38,287.53
	3408	281.52		
	3577	104.86		
	3593	281.52		
	TOTALS	667.90	0.00	
Checkbook balance				37,619.63

*CO*  
2-11-98

01/31/98

Placentia Library District  
Income Statement For Department 04  
Period Spread Sheet  
1 Period(s) Ending January 31, 1998

Page 1  
Part 1 of 1 Parts

	Total	01/31/98
Income		
Transfers from County	59,778.00	59,778.00
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	59,778.00	59,778.00
Cost of Sales	-----	-----
Gross Profit (Loss)	59,778.00	59,778.00
Expenses		
Salaries	35,787.92	35,787.92
Prepaid Salaries	0.00	0.00
Employee Benefits	0.00	0.00
Employer Payroll Taxes	2,694.70	2,694.70
Payroll Processing Fees	0.00	0.00
Bank Fees and Service Charges	0.00	0.00
Miscellaneous - Unknown	0.00	0.00
	-----	-----
Total Expenses	38,482.62	38,482.62
Operating Income (Loss)	21,295.38	21,295.38
Other Income		
Other Expenses	-----	-----
Net Income (Loss)	21,295.38	21,295.38
	=====	=====

01/31/98

Page 1

Part 1 of 1 Parts

Placentia Library District  
Income Statement For Department 04  
YTD Actual Spread Sheet  
1 Period(s) Ending January 31, 1998

	01/31/98
Income	
Transfers from County	318,816.00
Interest Income-CD's	733.88
Interest-Savings-Landmark	30.05
Interest-Savings-B of A	23.08
Miscellaneous Income	0.00
	-----
Total Income	319,603.01
Cost of Sales	-----
Gross Profit (Loss)	319,603.01
Expenses	
Salaries	272,010.74
Prepaid Salaries	0.00
Employee Benefits	0.00
Employer Payroll Taxes	19,829.85
Payroll Processing Fees	0.00
Bank Fees and Service Charges	0.00
Miscellaneous - Unknown	0.00
	-----
Total Expenses	291,840.59
	-----
Operating Income (Loss)	27,762.42
Other Income	
Other Expenses	-----
Net Income (Loss)	27,762.42
	=====

01/31/98

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

Page

For Fiscal Year 98, Period 7 through Fiscal Year 98, Period 7

Account Name

Total

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

ACQUISITIONS REPORT FOR THE MONTH OF JANUARY 1998  
Prepared by Julie Shook, Technical Services Librarian

	GENERAL FUND		ADOPT-A-BOOK		TOTAL PURCHASED		DONATED		TOTAL ITEMS	
	Amount	Volumes	Amount	Volumes	Amount	Volumes	Value	Volumes	Amount	Volumes
Adult Fiction	0.00	0	73.33	2	73.33	2	532.98	27	606.31	29
Adult Circulating Non-Fiction	0.00	0	422.02	18	422.02	18	2,010.42	102	2,432.44	120
Adult Reference	10.36	1	0.00	0	10.36	1	0.00	0	10.36	1
Adult Print Continuations	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Adult Electronic Continuations	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Total Adult Non-Fiction	10.36	1	422.02	18	432.38	19	2,010.42	102	2,442.80	121
TOTAL ADULT PRINT MATERIALS	10.36	1	495.35	20	505.71	21	2,543.40	129	3,049.11	150
Adult Audio/Music	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Adult Audio Books	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Total Adult Audio	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Adult Video Educational	0.00	0	0.00	0	0.00	0	40.00	2	40.00	2
Adult Video Entertainment	0.00	0	0.00	0	0.00	0	320.00	16	320.00	16
Total Adult Video	0.00	0	0.00	0	0.00	0	360.00	18	360.00	18
Adult Computer Software	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
TOTAL ADULT NON-PRINT MATERIALS	0.00	0	0.00	0	0.00	0	360.00	18	360.00	18
TOTAL ADULT MATERIALS	10.36	1	495.35	20	505.71	21	2,903.40	147	3,409.11	168
Juvenile Fiction	62.30	4	0.00	0	62.30	4	140.35	17	202.65	21
Juvenile Circulating Non-Fiction	52.26	4	0.00	0	52.26	4	211.90	26	264.16	30
Juvenile Reference	16.70	1	0.00	0	16.70	1	0.00	0	16.70	1
Juvenile Print Continuations	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Juvenile Electronic Continuations	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Total Juvenile Non-Fiction	68.96	5	0.00	0	68.96	5	211.90	26	280.86	31
TOTAL JUVENILE PRINT MATERIALS	131.26	9	0.00	0	131.26	9	352.25	43	483.51	52
Juvenile Audio/Music	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Juvenile Audio Books	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Total Juvenile Audio	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Juvenile Video Educational	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Juvenile Video Entertainment	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Total Juvenile Video	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Juvenile Computer Software	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
TOTAL JUVENILE NON-PRINT MATERIALS	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
TOTAL JUVENILE MATERIALS	131.26	9	0.00	0	131.26	9	352.25	43	483.51	52
Total Fiction	62.30	4	73.33	2	135.63	6	673.33	44	808.96	50
Total Non-Fiction	79.32	6	422.02	18	501.34	24	2,222.32	128	2,723.66	152
Total Audio	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Total Video	0.00	0	0.00	0	0.00	0	360.00	18	360.00	18
Total Computer Software	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
TOTAL MATERIALS	141.62	10	495.35	20	636.97	30	3,253.65	190	3,892.62	220

OUTSTANDING ORDERS AS OF JANUARY 31, 1998

General Fund Amount	\$753.09	TOTAL Amount	\$4,102.10
Adopt-A-Book Amount	\$3,347.01		

ACQUISITIONS REPORT FOR FISCAL YEAR 1997-1998 THROUGH THE MONTH OF JANUARY  
Prepared by Julie Shook, Technical Services Librarian

	GENERAL FUND		ADOPT-A-BOOK		TOTAL PURCHASED		DONATED		TOTAL ITEMS	
	Amount	Volumes	Amount	Volumes	Amount	Volumes	Value	Volumes	Amount	Volumes
Adult Fiction	12.48	1	2,340.57	130	2,353.05	131	5,285.78	249	7,638.83	377
Adult Circulating Non-Fiction	20.05	1	3,130.75	152	3,150.80	153	11,129.96	637	14,280.76	790
Adult Reference	1,893.17	36	0.00	0	1,893.17	36	63.00	3	1,956.17	39
Adult Print Continuities	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Adult Electronic Continuities	1,133.69	1	0.00	0	1,133.69	1	0.00	0	1,133.69	1
Total Adult Non-Fiction	3,046.91	38	3,130.75	152	6,177.66	190	11,192.96	640	17,370.62	830
TOTAL ADULT PRINT MATERIALS	3,059.39	39	5,471.32	282	8,530.71	321	16,478.74	889	25,009.45	1,210
Adult Audio/Music	0.00	0	0.00	0	0.00	0	1,577.00	95	1,577.00	95
Adult Audio Books	450.00	28	214.45	5	664.45	33	18.00	1	682.45	34
Total Adult Audio	450.00	28	214.45	5	664.45	33	1,595.00	96	2,259.45	129
Adult Video Educational	119.85	3	0.00	0	119.85	3	410.00	21	529.85	24
Adult Video Entertainment	0.00	0	0.00	0	0.00	0	1,405.00	71	1,405.00	71
Total Adult Video	119.85	3	0.00	0	119.85	3	1,815.00	92	1,934.85	95
Adult Computer Software	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
TOTAL ADULT NON-PRINT MATERIALS	569.85	31	214.45	5	784.30	36	3,410.00	188	4,194.30	224
TOTAL ADULT MATERIALS	3,629.24	70	5,685.77	287	9,315.01	357	19,888.74	1,077	29,203.75	1,434
Juvenile Fiction	62.30	4	1,404.12	93	1,466.42	97	627.35	83	2,093.77	180
Juvenile Circulating Non-Fiction	52.26	4	1,737.86	77	1,790.12	81	748.40	69	2,538.52	150
Juvenile Reference	68.79	2	172.81	4	241.60	6	0.00	9	241.60	15
Juvenile Print Continuities	0.00	0	0.00	35	0.00	35	0.00	0	0.00	35
Juvenile Electronic Continuities	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Total Juvenile Non-Fiction	121.05	6	1,910.67	116	2,031.72	122	748.40	78	2,780.12	200
TOTAL JUVENILE PRINT MATERIALS	183.35	10	3,314.79	209	3,498.14	219	1,375.75	161	4,873.89	380
Juvenile Audio/Music	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Juvenile Audio Books	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Total Juvenile Audio	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Juvenile Video Educational	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Juvenile Video Entertainment	0.00	0	0.00	0	0.00	0	135.00	9	135.00	9
Total Juvenile Video	0.00	0	0.00	0	0.00	0	135.00	9	135.00	9
Juvenile Computer Software	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
TOTAL JUVENILE NON-PRINT MATERIALS	0.00	0	0.00	0	0.00	0	135.00	9	135.00	9
TOTAL JUVENILE MATERIALS	183.35	10	3,314.79	209	3,498.14	219	1,510.75	170	5,008.89	389
Total Fiction	74.78	5	3,744.69	223	3,819.47	228	5,913.13	332	9,732.60	560
Total Non-Fiction	3,167.96	44	5,041.42	268	8,209.38	312	11,941.36	718	20,150.74	1,030
Total Audio	450.00	28	214.45	5	664.45	33	1,595.00	96	2,259.45	129
Total Video	119.85	3	0.00	0	119.85	3	1,950.00	101	2,069.85	104
Total Computer Software	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
TOTAL MATERIALS	3,812.59	80	9,000.56	496	12,813.15	576	21,399.49	1,247	34,212.64	1,823

TO: Elizabeth D. Minter, Library Director

FROM: Peggy Burkich, Circulation Supervisor *PB*

DATE: February 17, 1998

SUBJECT: ACS: Overdue Collection Report for Month of January

The report received from ACS Collection Agency on February 12, 1997 is Attachment A

A summary of the current status is as follows:

FY 1997-98	# New Accounts Submitted	Total # Active Accounts	# Paid In Full Curr. Month	Amount Received Curr. Month	# Written Off Suspended Curr. Month
July	24	23	7	1,880.00	34
August	23	39	5	319.58	36
September	13	33	0	0.00	0
October	7	14	10	703.45	0
November	8	33	1	31.00	8
December	8	8	1	12.70	0
January	12	20	0	0.00	0
February					
March					
April					
May					
June					
TOTAL YTD	95	170	24	2,946.73	78

## ADVANCED COLLECTION SYSTEMS

2158 W 190TH ST  
Torrance, CA 90509CLIENT PROGRESS REPORT  
JANUARY 1998FLA400  
PLACENTIA PUBLIC LIBRARY  
ATTN: PEGGY BURKICH  
411 E CHAPMAN  
PLACENTIA, CA 92670Your ACS consultant is:  
WELDON & ASSOCIATES  
714-733-3538

	MONTH TO DATE		YEAR TO DATE		INCEPTION TO DATE	
	#	\$	#	\$	#	\$
GROSS ASSIGNMENTS	12	1,259.60	12	1,259.60	1591	116,125.0
LESS: Mail Returns*, Dispute, Bankrpt	0	0.00	0	0.00	318	62,543.9
NET ASSIGNMENTS	12	1,259.60	12	1,259.60	1273	53,581.1
COLLECTED						
Paid In Full	0	0.00		0.00	358	19,609.4
Settled in Full	0	0.00		0.00	91	4,247.7
Partial Payment	0	0.00		0.00	311	12,824.3
Resolved	0	0.00		0.00	37	1,779.6
TOTAL RECOVERED	0	0.00	0	0.00	797	38,461.2

## AGING ACCOUNT DETAIL

ACCOUNT AGE*	0-30	31-60	61-90	91-120	over 12
# ASSIGNED	257	58	374	277	62
\$ ASSIGNED	\$16,614	\$4,033	\$28,002	\$21,305	\$46,17

\* Percentage of Mail Returns - 53.8 %  
\* Age of accounts when started



## STATUS CODE LEGEND

ACT - active (demands being sent)  
 PIF - paid in full  
 SIF - settled in full  
 DIS - disputed  
 SUS - action suspend

CC - cycle completed  
 PAY - partial payment  
 MR - mail returned  
 BAN - bankruptcy

## ACCOUNT INVENTORY AND STATUS

PATIENT / DEBTOR CLIENT REF #	ACS #	DATE LAST PMT / CHG	DATE ASSIGNED	BALANCE OF ACCOUNT	STAT CODE	DEMAND #
	15927	11/10/97	01/25/98 AMT: 307.09	307.09	ACT	1
	14279	09/30/97	12/21/97 AMT: 62.35	62.35	ACT	4
A 14282		09/23/97	12/21/97 AMT: 97.95	97.95	ACT	4
014278		08/27/97	12/21/97 AMT: 70.45	70.45	ACT	4
DF14281		09/30/97	12/21/97 AMT: 113.11	113.11	ACT	4
	14277	10/09/97	12/21/97 AMT: 84.95	84.95	ACT	4
	15924	06/05/97	01/25/98 AMT: 90.48	90.48	ACT	1
R15928		11/09/97	01/25/98 AMT: 114.52	114.52	ACT	1
F 15925		10/20/97	01/25/98 AMT: 79.55	79.55	ACT	1
	15930	06/23/97	01/25/98 AMT: 95.00	95.00	ACT	1
C15929		11/05/97	01/25/98 AMT: 109.10	109.10	ACT	1
F 15920		10/22/97	01/25/98 AMT: 81.02	81.02	ACT	1
	14280	09/30/97	12/21/97 AMT: 87.89	87.89	ACT	4
	15919	11/12/97	01/25/98 AMT: 82.09	82.09	ACT	1
	14276	10/06/97	12/21/97 AMT: 151.32	151.32	ACT	4

DATE LAST PMT / CHG	DATE ASSIGNED	BALANCE OF ACCOUNT	STAT CODE	DEMAND #
10/14/97	01/25/98 AMT: 66.40	66.40	ACT	1
08/18/97	12/21/97 AMT: 74.95	74.95	ACT	4
11/04/97	01/25/98 AMT: 72.95	72.95	ACT	1
07/14/97	01/25/98 AMT: 81.95	81.95	ACT	1
10/03/97	01/25/98 AMT: 79.45	79.45	ACT	1

TOTAL STILL ON SYSTEM :

2,002.57

TO: Library Board of Trustees  
 FROM: Elizabeth D. Minter, Library Director *edm*  
 DATE: February 17, 1998  
 SUBJECT: **DEBIT CARD SYSTEM REIMBURSEMENT JANUARY, 1998**


SUMMARY OF PRINTER/COPIER ACCOUNTS JANUARY, 1998

Beginning Balance 1/01/98			(\$ 1,109.70)
	<u>Income</u>	<u>Expend.</u>	
Total Deposits in December	366.65		
Total Materials & Supplies		0.00	
Total Repairs		0.00	
Total Copier Paper Expense		0.00	
Total Copier Lease Payments in January		446.34	
Total Copier Maintenance Payment in January		459.30	
Debit Card System Loan Payback		0.00	
	<u>366.65</u>	<u>905.64</u>	
Ending Balance 01/31/98			<u>(\$ 1,648.69)</u>
January payment			\$ 0.00

SUMMARY OF PRINTER/COPIER LOAN ACTIVITY

Loan Amount as of 10/3/96 (Fund 702)	16,559.50
Loan Repayment through 05/31/97	(8,565.48)
Loan Amount as of 07/31/96 (Literacy Fund)	6,200.00
January Purchases (Fund 702)	0.00
January Payment (Fund 702)	0.00
January Payment (Literacy Fund)	0.00
Balance 01/31/98	<u>\$ 14,194.02</u>

Prepared by: Charlene Dumitru

TO: Elizabeth Minter, Library Director  
FROM: Julie Shook, Technical Services Librarian   
DATE: February 17, 1998  
SUBJECT: Magazine article printer vending

The honor system for paying for magazine articles from the IAC Print Station is not working very effectively. The IAC system is set up to do vending with only a flat rate per article, regardless of length. I have spoken with Dave Richman at XCP about using our XCP vending system to charge a per page debit for printing magazine articles. This can be done by hardwiring the printer itself with a 'harness' and attaching a card reader. This will debit each page as it is being printed, similiar to how the card readers work with the copiers. Dave is working on a quote for this. He has a local associate who will be able to do the acutal installation.

TO: Library Board of Trustees  
 FROM: Elizabeth D. Minter, Library Director *ah*  
 DATE: February 17, 1998  
 SUBJECT: GIFT REPORT

The following gifts were received from January 13, 1998 - February 12, 1998

**ADOPT-A-BOOK REGULAR DONATIONS**

Gwen Criss		
Shirley Christian		
Kulin Dalal		
Jo Ann Nelson		
Dixie & Gordon Shaw		
Ted & Phyllis Shettler		
Donation box at Circulation desk	45.00	
		<b>TOTAL REGULAR DONATIONS</b>
		<b>440.94</b>

**ADOPT-A-BOOK - DIRECT MAIL CAMPAIGN**

Robert & Susan Dreistadt		
Edward & Jennifer Farrell		
Mary Granger		
Cary & Lise Orwig		
		<b>TOTAL DIRECT MAIL</b>
		<b>295.00</b>

**ADOPT-A-BOOK  
CORPORATE SPONSORS**

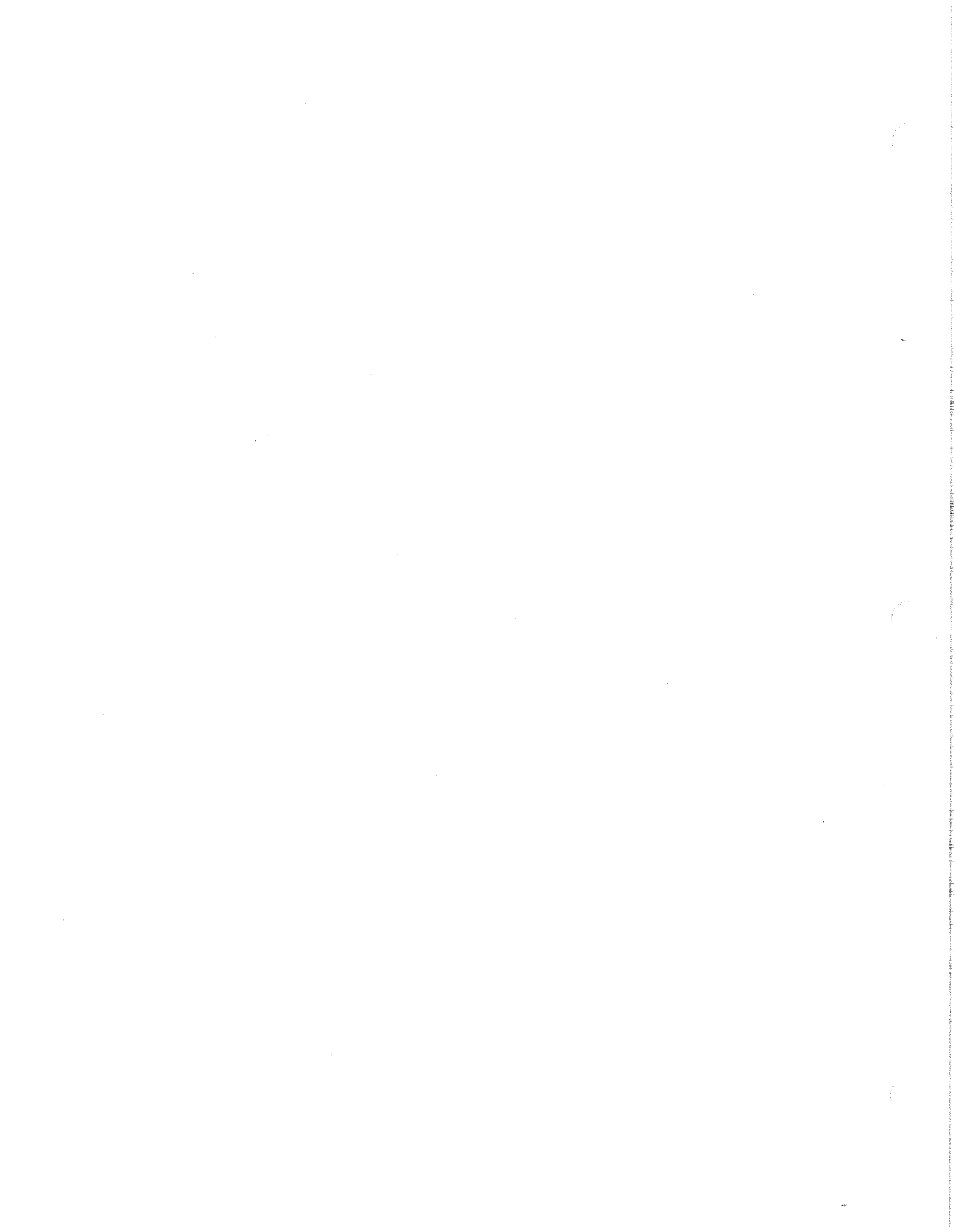
First American Trust		
		<b>TOTAL CORPORATE SPONSORS</b>
		<b>100.00</b>
		<b>TOTAL ADOPT-A-BOOK</b>
		<b>835.94</b>

**BOOK ENDOWMENT DONATIONS**

Al & Laura Penry		
Allan & Sandra Stark		
in honor of Jim Dinsmore		
		<b>REGULAR BOOK ENDOWMENT</b>
		<b>200.00</b>

**OPERATING FUND DONATIONS**

0		
		<b>TOTAL OPERATING FUND</b>
		<b>0</b>
		<b>TOTAL DONATIONS</b>
		<b>1,035.94</b>



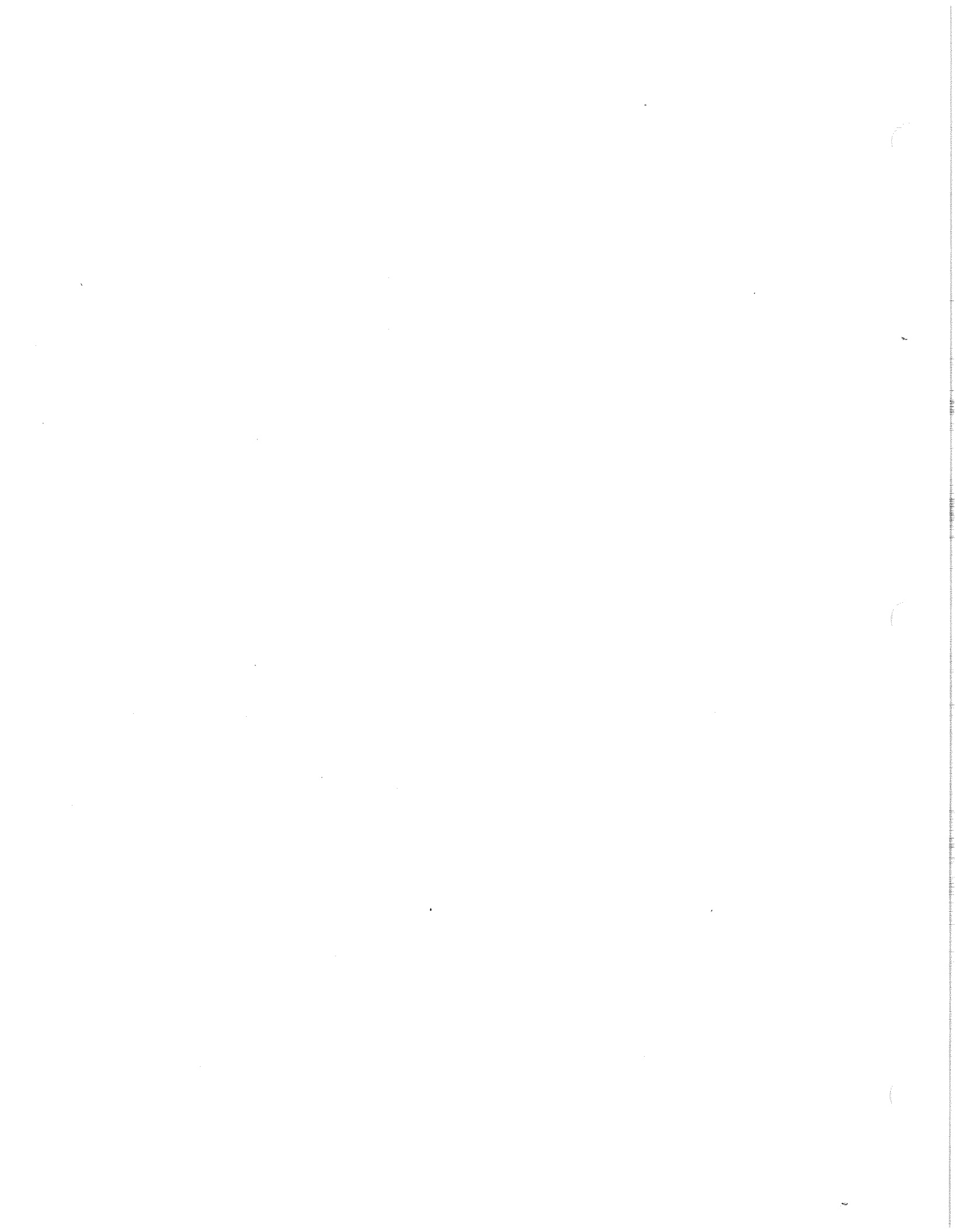
TO: Elizabeth D. Minter, Library Director

FROM: Charlene Dumitru, Administrative Assistant *CD*

DATE: February 17, 1998

**SUBJECT: BUILDING MAINTENANCE REPORT FOR MONTH JANUARY, 1998**

1. **Air Conditioning** - Regular inspection of HVAC system.
2. **Lighting** - Regular inspection, cleaning and replacement of overhead lighting.  
Defective ballast blew out on Sunday afternoon, February 1, causing sparks and smoking.  
Library was closed for safety purposes until Monday, after repair and replacement of ballast.
3. **Floors** - Broken and missing lincolium tiles in work area replaced.  
Rain damage to carpets on east side of Library cleaned.
4. **Gutters** - Rain gutters cleared of leaves and debris which was causing leakage of rainwater through window seals.
5. **Ceiling** - tiles damaged by rain were replaced.





TO: Library Board of Trustees  
FROM: Elizabeth Minter, Library Director *edm*  
DATE: February 17, 1998  
SUBJECT: **PERSONNEL REPORT FOR JANUARY, 1998**

RESIGNATIONS:

None

TERMINATIONS:

None

APPOINTMENTS:

None

OPEN POSITIONS:

None

Prepared by: Charlene Dumitru



TO: Elizabeth Minter, Library Director  
 FROM: Cheryl Willauer, Volunteer Coordinator  
 SUBJECT: Volunteer Report for the Month of January 1998

CUMULATIVE RECORD OF VOLUNTEER WORK HOURS

REGULAR	FY97/98 January	FY97/98 YTD	Starting	Cumulative
Andrade, Linda	9.00	61.00	9/95	214.75
Boelman, Marge	9.25	9.25	1/98	9.25
Boul, Stan	4.00	4.00	1/98	4.00
Covington, Darlene	0.00	34.00	3/95	345.00
Cummings, Dottie	0.00	11.50	1/97	56.00
Deputy, Paul	22.50	155.00	7/82	6,358.50
Fioroni, Pete	4.00	30.50	3/97	46.25
Fioroni, Ruth	4.00	30.50	3/97	46.25
Fitzgerald, Joan	20.00	118.25	10/93	1,140.25
Godwin, Nita	1.00	29.50	2/96	125.25
Grismer, Luci	0.00	31.00	12/93	137.25
Hemmerling, Barbara	5.50	46.75	10/95	219.25
Hochman, Sue	8.25	8.25	1/98	8.25
Horrocks, Marjorie	7.00	27.00	10/95	141.00
Irot, Pat	15.00	160.50	2/96	699.50
Livesey, Jane	9.00	48.75	4/96	161.50
Lord, Audrey	6.00	44.50	10/97	44.50
Malik, Shamim	19.50	230.50	5/97	310.50
Mignot, Shirley	6.00	41.50	9/95	205.50
Mockler, Amanda	0.00	4.00	7/96	110.50
Myers, Claire	15.50	97.50	10/95	390.50
Olson, Bob	2.25	28.25	9/95	129.50
Olson, Jeanne	2.00	22.00	9/95	106.25
O'Neil-Zorn, Edie	0.00	3.75	1/97	23.50
Schlichter, Allan	8.00	52.25	10/93	426.50
Shaw, Dixie	0.00	12.00	5/94	112.25
Stark, Allan	0.00	10.00	4/97	15.50
Stark, Sandra	0.00	11.50		76.50
Stoller, Frances	2.00	2.00		96.00
Wymer, Betty	9.75	81.75	1/96	269.00
J.T.P.A. / Job Training Partnership Act	66.50	442.00		623.00
S.T.E.P. / Senior Training & Employment Program	240.00	1,304.50		3,274.75
<b>TOTAL</b>	<b>496.00</b>	<b>3,192.50</b>		<b>15,925.25</b>

TEMPORARAY VOLUNTEERS

	FY97/98			FY97/98	
	January	YTD		January	YTD
Alonso, Lucia	3.00	3.00	Lin, Jeff	0.00	27.00
Arain, Nazlee	0.00	10.00	Lin, Sherry	0.00	14.00
Ataris, Andy	0.00	5.00	Lin, Steven	0.00	35.00
Bengstern, Bob	2.25	7.25	Lopez, Armando	0.00	30.00
Bickford, Lance	0.00	2.50	Lui, Wen-Tsu	0.00	28.75
Bone, Shawnda	2.00	4.50	Minh, David	0.00	15.00
Blonston, Scott	0.00	5.00	Mirza, Rabia	0.00	3.25
Burns, John	0.00	5.00	Mohan, Kavita	0.00	25.25
Campos, Wendy	0.00	5.00	Nguyen, Hien	0.00	10.00
Chang, Albert	0.00	24.00	Oakins, Cindy	2.00	7.00
Chib, Sheetal	0.00	28.00	O'Brien, Cathy	0.00	2.50
Chou, Katherine	0.00	49.75	Patel, Ashish	0.00	77.50
Cipres, Marcella	0.00	12.00	Patel, Mayur	0.00	21.00
Curtis, Mike	5.00	5.00	Peck, John	0.00	2.50
Dadhaniya, Ammie	0.00	3.00	Perez, Manual	0.00	7.50
Dakins, Cindy	0.00	2.50	Pham, Nan	0.00	3.25
El Mohawar, Samah	0.00	12.00	Pham, Tu	0.00	3.25
Fahim, Fady	0.00	66.50	Pi, Irene	0.00	3.25
Fahim, Runia	0.00	80.50	Pinkevich, Alex	11.00	11.00
Giorgi, Charlie	0.00	12.00	Reed, Robert	0.00	7.50
Govea, Melissa	0.00	13.00	Shah, Niketa	0.00	2.00
Gunda, Divya	6.00	17.00	Silva, Pamela	0.00	16.25
Guzman, Jessica	0.00	8.50	Soo, Mary	4.00	45.00
Harnett, Tom	4.25	19.25	Stewart, Morgan	0.00	30.00
Hayashi, Colleen	0.00	2.50	Tolu, Sonuyi	0.00	35.25
Hayashi, Kristen	0.00	2.50	Um, Tricia	0.00	28.00
Issacs, Ryan	0.00	10.00	Vasquez, Joel	2.25	2.25
Jaques, Lura	0.00	11.00	Villa, Eric	0.00	6.00
Kai, Jarhou	0.00	62.50	Vo, Anh-Thu	0.00	3.25
Kim, Brian	0.00	2.50	Yada, Julie	2.00	19.00
LaBonte, Ryan	0.00	10.25	Yorga, Greg	12.00	22.50
Kumar, Puesh	5.00	23.00	Yu, Liang	1.50	35.25
LaBonte, Ryan	0.00	10.25	Yu, Stacy	0.00	13.00
Lichtenstein, George	0.00	1.00			
Lim, Michael	0.00	7.00			
<b>TOTAL</b>	<b>27.50</b>	<b>542.50</b>	<b>TOTAL</b>	<b>34.75</b>	<b>592.25</b>

LVA VOLUNTEERS

Literacy Volunteer Hours 301.00

**TOTAL VOLUNTEER HOURS 859.25**

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		
	FY95/96	FY96/97	FY97/98	FY95/96	FY96/97	FY97/98
July	433.00	808.25	898.50	423.00	457.00	818.00
August	573.00	776.75	864.25	333.50	209.00	405.00
September	354.25	773.75	433.00	377.50	279.00	376.00
October	432.25	756.50	486.00	580.00	482.00	435.00
November	418.00	519.75	492.75	449.50	257.00	369.00
December	301.00	370.00	556.00	297.50	142.00	273.00
January	361.25	488.60	558.25	469.00	367.00	301.00
February	339.25	480.00		601.50	517.00	
March	410.50	675.00		476.00	493.00	
April	702.25	788.00		455.00	633.00	
May	473.00	620.50		445.00	430.00	
June	437.25	740.25		270.00	380.00	

Placentia Library District  
Circulation Report  
FEBRUARY 17, 1998

	FY97-98 YTD	FY96-97 YTD	% CHANGE FY97 TO FY98	FY97-98 JAN 98	FY96-97 JAN 97
1st Time Checkouts	96,609	108,611	-11.05%	13,696	15,680
Phone Renewals	8,054	7,226	11.46%	1,164	1,034
In-Building Renewals	7,675	10,881	-29.46%	1,046	1,253
Total Renewals	15,729	18,107	-13.13%	2,210	2,287
TOTAL CHECKOUTS	112,338	126,718	-11.35%	15,906	17,967
On-Time Checkins	92,632	107,369	-13.73%	11,414	12,797
Late Checkins	18,056	21,439	-15.78%	2,569	3,390
TOTAL CHECKINS	110,688	128,808	-14.07%	13,983	16,187
Holdings Placed	2,164	2,461	-12.07%	297	355
Holdings Cancelled	441	459	-3.92%	78	62
Holdings Filled	1,982	2,195	-9.70%	224	238
Holdings Expired	20	13	53.85%	0	1
Overdue Items	6,593	6,448	2.25%	605	728
Overdue Notices	2,752	2,902	-5.17%	250	338
Billing Notices	3,380	3,684	-8.25%	488	624
Patrons Registered	2,012	2,022	-0.49%	312	277
Titles Added	3,602	3,890	-7.40%	396	497
Volumes Added	6,661	7,621	-12.60%	707	759
CIRCULATION BY TYPE OF MATERIAL					
Adult Print	48,097	58,615	-17.94%	7,139	8,038
Juvenile Print	55,765	56,030	-0.47%	7,506	8,518
Total Print	103,862	114,645	-9.41%	14,645	16,556
Audio	3,572	5,066	-29.49%	527	558
Visual	5,564	6,994	-20.45%	734	843
Equipment	0	0	0.00%	0	0
Total Audio Visual	9,136	12,060	-24.25%	1,261	1,401
TOTAL CIRCULATION	112,338	126,718	-11.35%	15,906	17,967
Placentia Circulation	73,903	76,805	-3.78%	10,229	10,986
% Placentia Circulation	65.40%	60.62%	7.89%	64.31%	61.18%
Anaheim/Yorba Linda Circulation	19,805	25,197	-21.40%	2,862	2,811
% Anaheim/Yorba Linda Circulation	17.53%	19.89%	-11.87%	17.99%	15.65%
TYPES OF ACTIVE BORROWERS					
Adult	71,553	86,260	-17.05%	10,075	11,803
Young Adult	2,329	1,917	21.49%	457	333
Juvenile	31,268	30,721	1.78%	4,360	5,101
New Borrower	7,840	7,781	0.76%	1,014	728
Non Resident	0	2	0.00%	0	0
Other	0	0	0.00%	0	0
TOTAL ACTIVE BORROWERS	112,990	126,681	-10.81%	15,906	17,965
TOTAL REGISTERED BORROWERS	27,481			27,481	
ATTENDANCE					
Adult Reference - In Building	7,773	8,337	-6.77%	1,185	1,144
Adult Reference - Telephone	1,755	1,744	0.63%	274	273
Children's Reference - In Building	5,321	3,943	34.95%	710	884
Children's Reference - Telephone	236	298	-20.81%	32	44
Total Adult Reference	9,528	10,081	-5.49%	1,459	1,417
Total Children's Reference	5,557	4,241	31.03%	742	928
Total In Building Reference	13,094	12,280	6.63%	1,895	2,028
Total Telephone Reference	1,991	2,042	-2.50%	306	317
TOTAL REFERENCE	15,085	14,322	5.33%	2,201	2,345

**Placentia Library District**  
**In-Building Electronic Magazine Usage**  
 January

Usage Summary	FY97-98	
	Jan-98	YTD
Total Sessions	258	2,167
Total Connect Time (minutes)	3,153	32,470
Average Viewing Time (minutes)	12	15
Total Articles Viewed	953	11,705
Total Articles Printed	24	207
Total Magazine Titles Used	292	N.A.

Usage by Type of Magazine

Category	Number of Logins	
	Jan-98	YTD*
Business -- Current	25	138
Business -- Backfile	3	22
TOTAL BUSINESS	28	160
General Reference -- Current	215	1,535
General Reference -- Backfile	21	145
TOTAL GENERAL REFERENCE	236	1,680
HEALTH -- Current	37	154

Usage by Type of Magazine

Category	Articles Viewed	
	Jan-98	YTD*
Business -- Current	119	594
Business -- Backfile	9	75
TOTAL BUSINESS	128	669
General Reference -- Current	641	7,055
General Reference -- Backfile	19	420
TOTAL GENERAL REFERENCE	660	7,475
HEALTH -- Current	165	676

Usage by Type of Magazine

Category	Articles Printed	
	Jan-98	YTD*
Business -- Current	2	9
Business -- Backfile	0	3
TOTAL BUSINESS	2	12
General Reference -- Current	18	141
General Reference -- Backfile	1	16
TOTAL GENERAL REFERENCE	19	157
HEALTH -- Current	3	10

\*Data not available for Jul and Aug

CITY OF PLACENTIA INVOICES

PERIOD COVERED FY1995-1996	DATE INVOICE	S. CA EDISON	TURF	GROUNDS	MAINT/ REPAIRS	CIV CTR FIRE INS	CIV CTR BONDS	TOTAL
Jul-95	8/11/95	5,270.46	724.83	835.38	0.00	0.00	0.00	6,830.67
Aug-95	9/11/95	5,423.86	720.61	835.38	107.50	0.00	0.00	7,087.35
Sep-95	10/5/95	5,607.26	523.47	835.38	40.78			7,006.89
Oct-95	11/9/95	4,341.85	712.90	835.38	539.57			6,429.70
Nov-95	12/8/95	3,678.53	718.12	835.38			255.66	5,487.69
Dec-95	1/26/96	3,594.00	852.78	835.38	107.50			5,389.66
Jan-96	2/7/96	3,259.95	753.70	835.38	128.50			4,977.53
Feb-96	3/21/96	3,739.72	765.96	835.38	289.69			5,630.75
Mar-96	5/6/96	3,548.04	751.47	835.38	107.50			5,242.39
Apr-96	6/11/96	3,839.44	759.92	835.38	107.50		1,660.73	7,202.97
May-96	7/9/96	3,119.00	840.14	835.38	107.50			4,902.02
Jun-96	7/10/96	2,652.71	641.34	835.38	107.50			4,236.93
<b>TOTAL</b>		<b>48,074.82</b>	<b>8,765.24</b>	<b>10,024.56</b>	<b>1,643.54</b>	<b>0.00</b>	<b>1,916.39</b>	<b>70,424.55</b>
<b>AVG</b>		<b>4,006.24</b>	<b>730.44</b>	<b>835.38</b>	<b>136.96</b>			<b>5,868.71</b>

PERIOD COVERED FY1996-1997	DATE INVOICE	S. CA EDISON	TURF	GROUNDS	MAINT/ REPAIRS	CIV CTR FIRE INS	CIV CTR BONDS	TOTAL
Jul-96	9/4/96	4,685.02	831.65	835.38	0.00	0.00	0.00	6,352.05
Aug-96	9/26/97	4,435.31	835.38	763.96	57.32			6,091.97
Sep-96	10/15/96	4,534.17	835.38	761.80	107.50			6,238.85
Oct-96	11/18/96	3,642.18	835.38	763.49	0.00			5,241.05
Nov-96	12/18/96	3,179.64	835.38	755.46	322.50			5,092.98
Dec-96	2/7/97	3,213.07	0.00	921.83	215.00			4,349.90
Jan-97	2/20/97	2,789.27	835.38	671.71	119.64			4,416.00
Feb-97	4/2/97	3,093.58	818.37	684.17	215.00			4,811.12
Mar-97	5/2/97	3,336.96	1,636.74	671.71	0.00			5,645.41
Apr-97	5/29/97	3,262.31	818.37	672.49				4,753.17
May-97	7/8/97	3,723.76	863.00	683.64	2,472.50			7,742.90
Jun-97	8/6/97	4,389.35	818.37	930.68	107.50			6,245.90
<b>TOTAL</b>		<b>44,284.62</b>	<b>9,963.40</b>	<b>9,116.32</b>	<b>3,616.96</b>	<b>0.00</b>	<b>0.00</b>	<b>66,981.30</b>
<b>AVG</b>		<b>3,690.39</b>	<b>830.28</b>	<b>759.69</b>	<b>301.41</b>			<b>5,581.78</b>

PERIOD COVERED FY1997-1998	DATE INVOICE	S. CA EDISON	TURF	GROUNDS	MAINT/ REPAIRS	CIV CTR FIRE INS	CIV CTR BONDS	TOTAL
Jul-97	9/3/97	4,771.45	854.45	640.71				6,266.61
Aug-97	10/9/97	4,546.43	818.47	644.94				6,009.84
Sep-97	10/28/97	4,629.79	818.37	764.59				6,212.75
Oct-97	12/8/97	3,517.79	818.37	753.82	430.00			5,519.98
Nov-97	2/5/98	3,139.17	818.37	763.59	171.26			4,892.39
Dec-97	2/5/98	3,020.48	818.37	756.00	286.25			4,881.10
Jan-98								0.00
Feb-98								0.00
Mar-98								0.00
Apr-98								0.00
May-98								0.00
Jun-98								0.00
<b>TOTAL</b>		<b>23,625.11</b>	<b>4,946.40</b>	<b>4,323.65</b>	<b>887.51</b>	<b>0.00</b>	<b>0.00</b>	<b>33,782.67</b>
<b>AVG</b>		<b>3,937.52</b>	<b>824.40</b>	<b>720.61</b>	<b>147.92</b>			<b>5,630.45</b>

TOTAL DOLLARS SPENT

FY1995-1996	LABOR	EQUIPMENT	MATERIAL	TOTAL	50% LIBRARY
Jul 1995	1,213.32	204.00	32.34	1,449.66	724.83
Aug 1995	1,213.32	204.00	23.89	1,441.21	720.61
Sep 1995	853.52	174.00	19.41	1,046.93	523.47
Oct 1995	1,212.82	204.00	8.97	1,425.79	712.90
Nov 1995	1,212.82	204.00	19.41	1,436.23	718.12
Dec 1995	1,308.10	333.00	64.45	1,705.55	852.78
Jan 1996	1,283.50	204.00	19.90	1,507.40	753.70
Feb 1996	1,283.50	204.00	44.41	1,531.91	765.96
Mar 1996	1,283.50	204.00	15.43	1,502.93	751.47
Apr 1996	1,283.50	204.00	32.34	1,519.84	759.92
May 1996	1,348.84	279.00	52.44	1,680.28	840.14
Jun 1996	1,089.28	174.00	19.41	1,282.69	641.35
TOTAL	14,586.02	2,592.00	352.40	17,530.42	8,765.21
AVG	1,215.50	216.00	29.37	1,460.87	730.43

TOTAL DOLLARS SPENT

FY1996-1997	LABOR	EQUIPMENT	MATERIAL	TOTAL	50% LIBRARY
Jul 1996	1,348.84	279.00	35.46	1,663.30	831.65
Aug 1996	1,229.50	279.00	19.41	1,527.91	763.96
Sep 1996	1,229.50	279.00	15.10	1,523.60	761.80
Oct 1996	1,229.50	264.00	33.47	1,526.97	763.49
Nov 1996	1,229.50	264.00	17.41	1,510.91	755.46
Dec 1996	1,400.20	408.00	35.46	1,843.66	921.83
Jan 1997	1,090.00	234.00	19.41	1,343.41	671.71
Feb 1997	1,090.00	236.40	41.93	1,368.33	684.17
Mar 1997	1,090.00	234.00	19.41	1,343.41	671.71
Apr 1997	1,090.00	234.00	20.97	1,344.97	672.49
May 1997	1,090.00	234.00	43.27	1,367.27	683.64
Jun 1997	1,463.92	324.00	73.44	1,861.36	930.68
TOTAL	14,580.96	3,269.40	374.74	18,225.10	9,112.55
AVG	1,215.08	272.45	31.23	1,518.76	759.38

TOTAL DOLLARS SPENT

FY1997-1998	LABOR	EQUIPMENT	MATERIAL	TOTAL	50% LIBRARY
Jul-97	1,090.00	174.00	17.41	1,281.41	640.71
Aug-97	1,090.00	174.00	25.87	1,289.87	644.94
Sep-97	1,284.22	204.00	40.96	1,529.18	764.59
Oct-97	1,284.22	204.00	19.51	1,507.73	753.87
Nov-97	1,284.22	204.00	38.96	1,527.18	763.59
Dec-97	1,284.22	204.00	23.88	1,512.10	756.05
Jan-98				0.00	0.00
Feb-98				0.00	0.00
Mar-98				0.00	0.00
Apr-98				0.00	0.00
May-98				0.00	0.00
Jun-98				0.00	0.00
TOTAL	7,316.88	1,164.00	166.59	8,647.47	4,323.74
AVG	1,219.48	194.00	27.77	1,441.25	720.62



DOLLARS BY TYPE OF WORKER

FY1995-1996	SUPERVISOR	CREWLEAD	SWEEPER	TRIMMER	MAINT WORK	TOTAL
Jul 1995	248.88	255.60	48.24	0.00	660.60	1,213.32
Aug 1995	248.88	255.60	48.24	0.00	660.60	1,213.32
Sep 1995	248.88	204.08	48.24	0.00	352.32	853.52
Oct 1995	248.88	255.10	48.24	0.00	660.60	1,212.82
Nov 1995	248.88	255.10	48.24	0.00	660.60	1,212.82
Dec 1995	248.88	255.10	48.24	95.28	660.60	1,308.10
Jan 1996	261.36	270.00	51.04	0.00	701.10	1,283.50
Feb 1996	261.36	270.00	51.04	0.00	701.10	1,283.50
Mar 1996	261.36	270.00	51.04	0.00	701.10	1,283.50
Apr 1996	261.36	270.00	51.04	0.00	701.10	1,283.50
May 1996	326.70	270.00	51.04	0.00	701.10	1,348.84
Jun 1996	261.36	216.00	51.04		560.88	1,089.28
TOTAL	3,126.78	3,046.58	595.68	95.28	7,721.70	14,586.02
AVG	260.57	253.88	49.64	7.94	643.48	1,215.50

DOLLARS BY TYPE OF WORKER

FY1996-1997	SUPERVISOR	CREWLEAD	SWEEPER	TRIMMER	MAINT WORK	TOTAL
Jul 1996	326.70	270.00	51.04	0.00	701.10	1,348.84
Aug 1996	261.36	216.00	51.04	0.00	701.10	1,229.50
Sep 1996	261.36	216.00	51.04	0.00	701.10	1,229.50
Oct 1996	261.36	216.00	51.04	0.00	701.10	1,229.50
Nov 1996	261.36	216.00	51.04	0.00	701.10	1,229.50
Dec 1996	327.60	270.00	51.04	50.46	701.10	1,400.20
Jan 1997	262.08	216.00	51.04	0.00	560.88	1,090.00
Feb 1997	262.08	216.00	51.04	0.00	560.88	1,090.00
Mar 1997	262.08	216.00	51.04	0.00	560.88	1,090.00
Apr 1997	262.08	216.00	51.04	0.00	560.88	1,090.00
May 1997	262.08	216.00	51.04	0.00	560.88	1,090.00
Jun 1997	262.08	216.00	51.04	0.00	934.80	1,463.92
TOTAL	3,272.22	2,700.00	612.48	50.46	7,945.80	14,580.96
AVG	272.69	225.00	51.04	4.21	662.15	1,215.08

DOLLARS BY TYPE OF WORKER

FY1997-1998	SUPERVISOR	CREWLEAD	SWEEPER	TRIMMER	MAINT WORK	TOTAL
Jul-97	262.08	216.00	51.04	0.00	560.88	1,090.00
Aug-97	262.08	216.00	51.04	0.00	560.88	1,090.00
Sep-97	262.08	270.00	51.04	0.00	701.10	1,284.22
Oct-97	262.08	270.00	51.04	0.00	701.10	1,284.22
Nov-97	262.08	270.00	51.04	0.00	701.10	1,284.22
Dec-97	262.08	270.00	51.04	0.00	701.10	1,284.22
Jan-98						0.00
Feb-98						0.00
Mar-98						0.00
Apr-98						0.00
May-98						0.00
Jun-98						0.00
TOTAL	1,572.48	1,512.00	306.24	0.00	3,926.16	7,316.88
AVG	262.08	252.00	51.04	0.00	654.36	1,219.48

TIME BY TYPE OF WORKER

FY1995-1996	SUPERVISOR	CREWLEAD	SWEEPER	BLDG MAINT		MAINT WORK	TOTAL
				TRIMMER			
Jul 1995	8.00	10.00	2.00	0.00		30.00	50.00
Aug 1995	8.00	10.00	2.00	0.00		30.00	50.00
Sep 1995	8.00	8.00	2.00	0.00		16.00	34.00
Oct 1995	8.00	10.00	2.00	0.00		30.00	50.00
Nov 1995	8.00	10.00	2.00	0.00		30.00	50.00
Dec 1995	8.00	10.00	2.00	4.00		30.00	54.00
Jan 1996	8.00	10.00	2.00			30.00	50.00
Feb 1996	8.00	10.00	2.00			30.00	50.00
Mar 1996	8.00	10.00	2.00			30.00	50.00
Apr 1996	8.00	10.00	2.00			30.00	50.00
May 1996	10.00	10.00	2.00			30.00	52.00
Jun 1996	8.00	8.00	2.00			24.00	42.00
TOTAL	98.00	116.00	24.00	4.00		340.00	582.00
AVG	8.17	9.67	2.00	0.33		28.33	48.50

TIME BY TYPE OF WORKER

FY1996-1997	SUPERVISOR	CREWLEAD	SWEEPER	BLDG MAINT		MAINT WORK	TOTAL
				TRIMMER			
Jul 1996	10.00	10.00	2.00	0.00		30.00	52.00
Aug 1996	8.00	8.00	2.00	0.00		30.00	48.00
Sep 1996	8.00	8.00	2.00	0.00		30.00	48.00
Oct 1996	8.00	8.00	2.00	0.00		30.00	48.00
Nov 1996	8.00	8.00	2.00	0.00		30.00	48.00
Dec 1996	10.00	10.00	2.00	4.00		30.00	56.00
Jan 1997	8.00	8.00	2.00	0.00		24.00	42.00
Feb 1997	8.00	8.00	2.00	0.00		24.00	42.00
Mar 1997	8.00	8.00	2.00	0.00		24.00	42.00
Apr 1997	8.00	8.00	2.00	0.00		24.00	42.00
May 1997	8.00	8.00	2.00	0.00		24.00	42.00
Jun 1997	8.00	8.00	2.00	0.00		40.00	58.00
TOTAL	100.00	100.00	24.00	4.00		340.00	568.00
AVG	8.33	8.33	2.00	0.33		28.33	47.33

TIME BY TYPE OF WORKER

FY1997-1998	SUPERVISOR	CREWLEAD	SWEEPER	BLDG MAINT		MAINT WORK	TOTAL
				TRIMMER			
Jul-97	8.00	8.00	2.00	0.00		24.00	42.00
Aug-97	8.00	8.00	2.00	0.00		24.00	42.00
Sep-97	8.00	10.00	2.00	0.00		30.00	50.00
Oct-97	8.00	10.00	2.00	0.00		30.00	50.00
Nov-97	8.00	10.00	2.00	0.00		30.00	50.00
Dec-97	8.00	10.00	2.00	0.00		30.00	50.00
Jan-98							0.00
Feb-98							0.00
Mar-98							0.00
Apr-98							0.00
May-98							0.00
Jun-98							0.00
TOTAL	48.00	56.00	12.00	0.00		168.00	284.00
AVG	8.00	9.33	2.00	0.00		28.00	47.33

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**PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES**

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**TO:** Library Board of Trustees

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

**SUBJECT:** Status Report on Strategic Plan for Placentia Library District

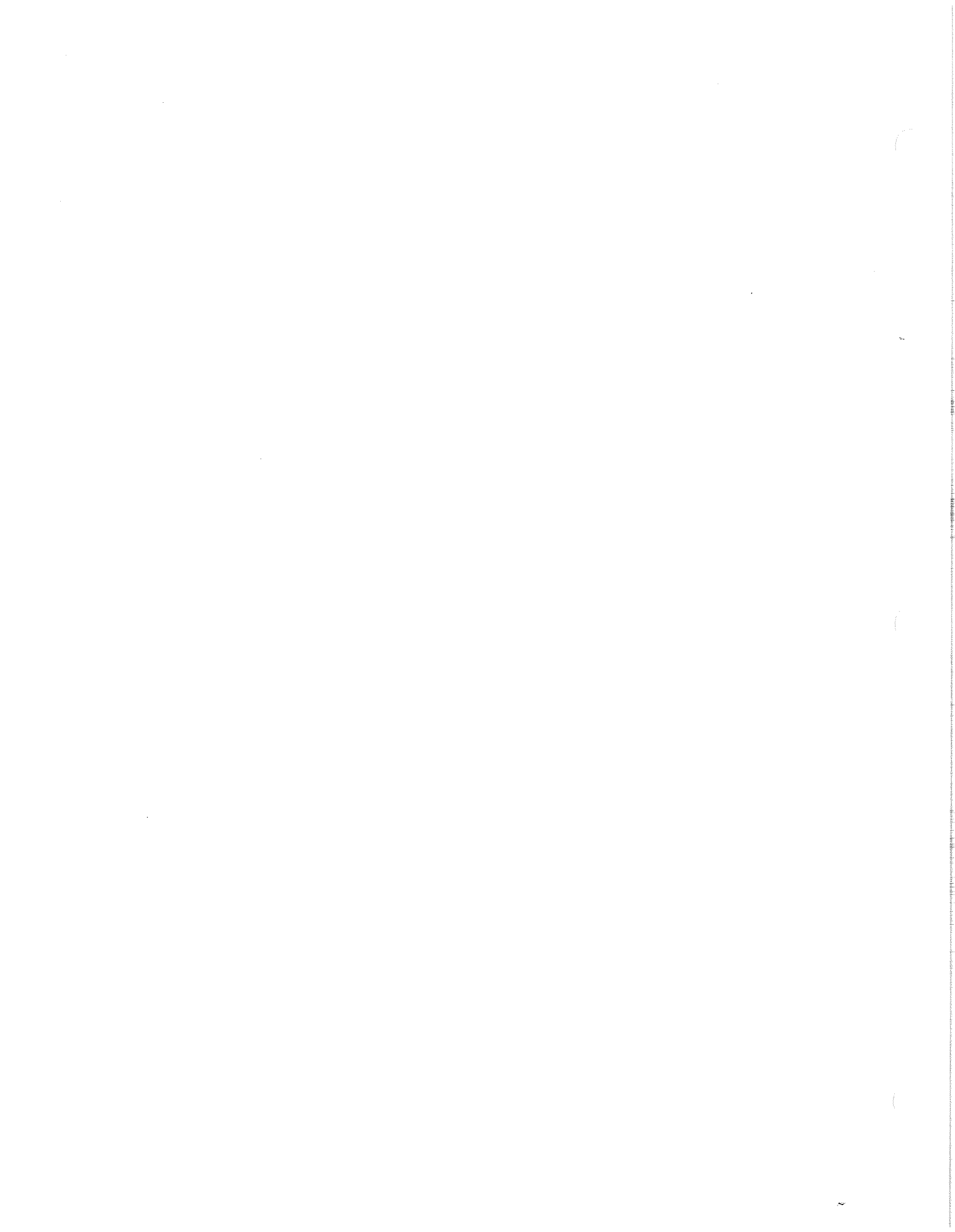
**DATE:** February 17, 1998

**BACKGROUND:**

There has been no activity on the Strategic Plan since the January 20, 1998 Board Meeting.

**RECOMMENDATION:**

Receive and File



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# CALIFORNIA ADVOCATES, INC.

<a href="#">LEG.WEB</a>	<a href="#">HOME</a>	<a href="#">CLIENTS</a>	<a href="#">INFO</a>	<a href="#">LOBBYISTS</a>	<a href="#">FILE MANAGER</a>
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view Folder as: [Calendar](#) / Status

## Bill Folder: placentia

ACA 4 : Aguiar : SEN LOCAL GOVERNMENT : ([Status](#) / [History](#) / [Latest Version: 04/14/1997](#))

**Topic:** Local government finance: property tax revenue allocation: local agency relief.

**Last Action:** In committee: Refused adoption. Reconsideration granted. (07/16/1997)

**Lobbyist:** MDB

**Digest:** Existing provisions of the California Constitution require that the revenues derived from the general ad valorem property tax be allocated to the jurisdictions in each county in accordance with law.

This measure would modify these reduction and transfer requirements, for the 1998-99 fiscal year and each fiscal year thereafter, by prohibiting the total amount allocated to a county's Educational Revenue Augmentation Fund pursuant to those requirements from exceeding the total amount allocated to that fund for the 1996-97 fiscal year.

SB 147 : Kopp : ASM LOCAL GOVERNMENT : ([Status](#) / [History](#) / [Latest Version: 07/23/1997](#))

**Topic:** Local agency borrowing.

**Last Action:** To Com. on L. GOV. (02/06/1998)

**Lobbyist:** MDB

**Digest:** (1) Under the Marks-Roos Local Bond Pooling Act of 1985, a joint exercise of powers authority may issue bonds to assist local agencies in financing public capital improvements, working capital, liability or other insurance needs, or projects whenever there are significant public benefits for taking that action.

This bill would provide that an authority may not issue bonds for the purpose of paying the costs of constructing or acquiring a public capital improvement unless (a) the authority reasonably expects on the date of issuance of the bonds that the public capital improvement is located, in whole or in part, within the boundaries of one or more of the member agencies of the authority and will be owned and operated by the member or member agencies of the authority, or the United States or one of its instrumentalities, or the state; and (b) the legislative body of each local agency whose project or projects are being funded by bonds issued by the authority conducts a public hearing to approve the project and makes a finding of significant public benefits.

SB 409 : Alpert : ASM : ([Status](#) / [History](#) / [Latest Version: 04/28/1997](#))

**Topic:** Libraries.

**Last Action:** In Assembly. Read first time. Held at Desk. (01/29/1998)

**Lobbyist:** MDB

**Digest:** Existing law, the California Library Services Act (act), establishes the California Library Services Board and provides that its duties include, among other things, adopting rules, regulations, and general policies relating to the implementation of the act.

This bill would revise and recast the act by enacting the Library of California Act under which services would be augmented and regional networks established.

SB 880 : Craven : ASM : ([Status](#) / [History](#) / [Latest Version: 06/03/1997](#))

**Topic:** Local government finance: property tax revenue allocation: local agency relief.

**Last Action:** Placed on inactive file pursuant to Assembly Rule 78. (09/09/1997)

**File:** ASM INACTIVE FILE (Item # A- 44) ()

**Lobbyist:** MDB

**Digest:** Existing property tax law requires the county auditor, in each fiscal year, to allocate property tax revenues to local jurisdictions in accordance with specified formulas and procedures, and generally provides that each jurisdiction shall be allocated an amount equal to the total of the amount of revenue allocated to that jurisdiction in the prior fiscal year, subject to certain modifications, and that jurisdiction's portion of the annual tax increment, as defined.

This bill would declare the intent of the Legislature to limit and eventually eliminate these reductions and transfers of revenues from local agencies.

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# CALIFORNIA ADVOCATES, INC.

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## Bill Folder: **placentia**

ACA 4 : Aguiar : SEN LOCAL GOVERNMENT

SB 147 : Kopp : ASM LOCAL GOVERNMENT

SB 409 : Alpert : ASM

SB 880 : Craven : ASM

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01/30/98 17:05:27

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626 683 8097 Metro

Page 001

Agenda Item 25

P.01 Page 3

JAN-30-98 FRI 16:03

# MICHAEL F. DILLON & ASSOCIATES INC.

PARK EXECUTIVE BUILDING - 925 L STREET - SUITE 1400  
SACRAMENTO, CA 95814 - (916) 448-2196 - FAX (916) 448-4808

January 30, 1998

TO: CLA MEMBERS AND ALL COOPERATIVE LIBRARY SYSTEMS

FROM: Mike Dillon, Lobbyist  
Christina Dillon, Lobbyist

RE: NEWS FROM THE CAPITOL

## SB 409 PASSES SENATE FLOOR

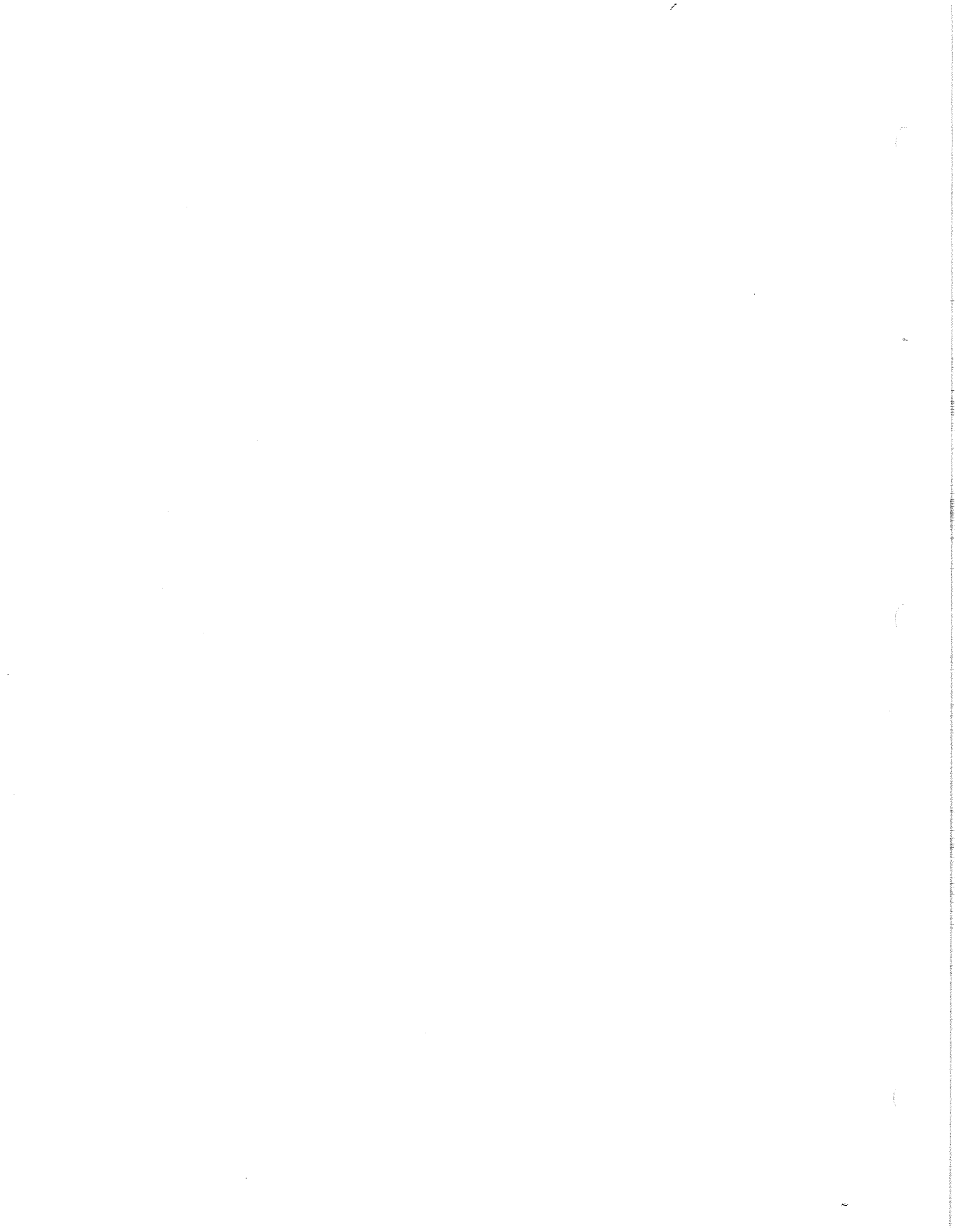
Yesterday, SB 409-Alpert, the Library of California bill, passed the Senate Floor. The measure, which is sponsored by CLA, would establish a major, statewide networking system of resource-sharing, communications and delivery, and preservation of materials for approximately 8,000 of California's multi-type libraries.

You may recall from our 1997 updates that in early May, SB 409 was heard by the Senate Appropriations Committee and was subsequently sent to the "suspense file" where the bill could be revisited later. The "suspense file" is a method by which bills having a fiscal impact greater than \$150,000 are sent to later be prioritized by the Senate leadership and committee chairs. Senator Alpert had been told during a closed door "suspense file" committee meeting that the cost of SB 409 was too extreme to move forward in 1997.

During the interim, we met with Appropriations Committee staff and Senator Alpert on strategy to move SB 409 forward, otherwise it would be automatically dead on January 31, 1998, absent further action. On Wednesday, the Senate Appropriations Committee agreed to let SB 409 come off suspense, provided that it move forward without a specific appropriation. The amendments to include \$5 million for first-year start up costs, and \$10 million in the second year, will be added on the Assembly side, and will be contingent upon money being dedicated for the bill, either by the Assembly Appropriations Committee or by the Governor in his May Revision of the Budget.

SB 409 was then immediately sent to the Senate Floor yesterday where it passed on a vote of 30-4. The bill will now travel to the Assembly, where it will wait for its assignment to a policy committee. We will alert you as to the date of the hearing in coming weeks.

Post-it® Fax Note	7671	Date	1/30/98	# of pages	2
To	MCLS/SLS/Associate	From	MCLS/SLS HQ		
Co./Dept.	Member Directors	Co.			
Phone #	SUC CURSON CSUN	Phone #	818/683-8244		
Fax #	(Eugenie Werry, Orange Pl)	Fax #	818/683-8097		





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

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Meeting held at MWDOC  
10500 Ellis Ave., Fountain Valley  
7:30 a.m. - January 6, 1998

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**ISDOC Executive Committee Members Present:**

Sterling Fox  
President  
4622 Plumosa Drive  
Yorba Linda, Ca. 92686  
TEL: (714) 777-9593  
FAX: (714) 777-8304  
HOME: (714) 693-1162

Keith Coolidge  
1st Vice President  
c/o MWDOC  
P.O. Box 20895  
Fountain Valley, Ca. 92728  
TEL: (714) 963-3058  
FAX: (714) 964-9389

Mary A. Matheis (absent)  
2nd Vice President  
73 Nighthawk  
Irvine, Ca. 92714-3683  
TEL: (714) 476-4488  
FAX: (714) 476-2878

Teri Cable  
3rd Vice President  
12279 Baja Panorama  
Santa Ana, Ca. 92705  
TEL: (714) 647-5658  
FAX: (714) 647-5622

Ron Kennedy (absent)  
Secretary  
24151 Adonis Street  
Mission Viejo, Ca. 92691  
TEL: (714) 837-7050  
FAX: (714) 837-7092

Joan Finnegan (absent)  
Treasurer  
258 Sherwood Street  
Costa Mesa, Ca. 92627  
TEL: (714) 548-3690  
FAX: (714) 646-1685

Robert Hanson (absent)  
Past President  
23301 Ridge Route Drive, #219  
Laguna Hills, Ca. 92653  
TEL: (714) 770-0736  
FAX: (714) 770-1720

cc: LAFCO Representatives  
John B. Withers (present)  
Phillip L. Anthony (present)  
Bob J. Huntley (present)  
Mark Sloat (present)  
Ed LaBahn (present)  
Julia Kelly - LBCWD (present)  
Russ Behrens - McCormick, Kidman & Behrens  
Dana Smith - LAFCO

## **Call to Order**

### 1. **Preliminaries**

President Fox called the meeting to order at 7:30 A.M.

### 2. **Review Minutes of December 2, 1997 Executive Committee Meeting.**

Committee approved Minutes of December 2, 1997 Executive Committee Meeting.

### 3. **Financial Report -**

In the absence of Treasurer, Joan Finnegan, President Fox noted that letters requesting payment of 1998 dues had been sent out.

### 4. **Set Agenda for January 29th Luncheon Meeting**

Keith Coolidge noted that the CSDA president Harry Erhlich was confirmed for the meeting.

President Fox will contact Jim Van Haun at OCWD to see if Jim will provide a brief profile of the district.

The Committee discussed proposed panel discussion of LAFCO and directed Keith to arrange for two or three LAFCO commissioners to attend.

### 5. **LAFCO Matters**

John Withers reported that the next commission meeting would be January 14; that the commission would follow-up on the island within the former Santa Ana Heights Water Co. territory currently served by Mesa Consolidated; that the Commission would select a new chairman for the year and that the Commission would meet in closed session to discuss the law suit filed by Tri-Cities. Mr. Withers also noted that the County Sanitation Districts of Orange County consolidation hearing was scheduled for February, and that the Commission would hold its annual strategic planning session January 23 at IRWD.

### 6. **CSDA Report**

Bob Huntley announced that the CSDA Executive Committee would meet Friday January 9 at the Olivenhain Municipal Water District in Encinitas. He also noted that CSDA is continuing to move forward on a program to certify special district personnel and that ACWA has agreed to participate.

7. **Legislative Report**

Keith Coolidge reported that Senator Ruben Ayala's bill to change the Board of Metropolitan Water District to 15 members appointed by the Governor had been withdrawn. He noted that instead Senator Ayala would introduce a new "spot" bill and continue to work with Metropolitan to develop a new bill that would make changes in the District's governing structure. Keith also discussed Assemblyman Batten's bill to authorize a \$100 million bond measure to find the state's position of a state revolving fund for water projects noting that several Orange County cities and districts had applied for funding under this program.

8. **Adjourn**

Meeting was adjourned at 8:25 A.M.

Dated January 6, 1998

Respectfully submitted,

By: 

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

ISDOC

INDEPENDENT SPECIAL DISTRICTS OF ORANGE COUNTY

BALANCE ON HAND AS OF DECEMBER 1, 1997: \$ 3,032.83

RECEIPTS:

Membership Dues:

Coastal Municipal Water District	\$50.00
East Orange County Water District	\$50.00
Rutan & Tucker (Associate Member)	<u>\$50.00</u>

TOTAL RECEIPTS FOR PERIOD 12/1/97 - 1/6/98 150.00

EXPENSES:

None

BALANCE ON HAND AS OF JANUARY 6, 1998: \$ 3,182.83

Respectfully submitted,

*Joan C. Finnegan*  
 Joan C. Finnegan  
 ISDOC Treasurer

QUARTERLY LUNCHEON MEETING  
PLANNED FOR  
FEBRUARY 26, 1998 AT 11:30 A.M.

You will be advised of the Agenda  
in a future mailing

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**PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES**

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**TO:** Library Board of Trustees

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

**SUBJECT:** California Library Literacy Services 2nd Quarter Report for Fiscal Year 1997-1998, as submitted to the State Library of California

**DATE:** February 17, 1998

**BACKGROUND:**

Attached is a copy of the District's 2nd Quarter Report to the State Library of California for the California Literacy Campaign Matching Funds Grant for Fiscal Year 1997-1998.

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

**RECOMMENDATION:**

Receive and File

1

2

3

4



Placencia Library District Name of Library  
 1st Quarter July-September  
 X 2nd Quarter October-December  
 3rd Quarter January-March  
 4th Quarter April-June

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

I. 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
a) Space	\$0	\$0	\$0	\$150	\$0	\$0	\$150	\$360	\$2,000
b) Materials	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,000
c) Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$500
d) Printing	\$0	\$0	\$0	\$100	\$0	\$0	\$100	\$215	\$1,000
e) Professional Services	\$0	\$0	\$375	\$0	\$0	\$0	\$375	\$750	\$2,000
f) Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$500
<b>COLUMN TOTALS FOR QTR</b>	\$0	\$0	\$375	\$250	\$0	\$0	\$625		
<b>COLUMN TOTALS FOR YTD</b>	\$0	\$0	\$750	\$575	\$0	\$0		\$1,325	

COMMENTS: DOUBLE CHECK: THE SUM OF LINE 'QTR' AND 'YTD' GRAND TOTALS MUST EQUAL THE SUM OF COLUMN 'QTR' AND 'YTD' TOTALS.

2. VOLUNTEER HOURS	THIS QTR	YTD	GOALS
a) Literacy Instruction	774	1,699	4,000
b) Talent/Support Services	365	768	2,000

Katie Matas  
 Contact Person  
 Literacy Coordinator  
 Title  
 (714) 524-8408 ext. 213  
 Telephone Number  
*Katie Matas*  
 Signature of Person Submitting Report  
 1/22/98  
 Literacy Coordinator  
 Title  
 Date

**CALIFORNIA LIBRARY LITERACY SERVICE**  
 Adult Learner Activity Report (Fiscal Year 1997/98)

Placentia Library District \_\_\_\_\_  1st Quarter X 2nd Quarter  
 Name of Library July-September October-December

\_\_\_\_\_  3rd Quarter \_\_\_\_\_ 4th Quarter  
 January-March April-June

- Instructions:  
 1. Submit one original plus one copy of this report with other reports required.  
 2. Send to: Budget Office-Literacy, California State Library, 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.	65	
2. Adult Learners who began during quarter	2.	10	
3. Adult Learners who left during quarter			
a. Learners who met goal	3a.	2	
b. Learners who became physically inaccessible this quarter	3b.	0	
c. Learners who left program for other reasons	3c.	19	
d. Learners who left program WITHOUT notification *	3d.	0	
e. TOTAL (Sum of items #3a thru #3d)	3e.	21	
4. Adult Learners who received instruction during the quarter (#1 plus #2 minus #3d)	4.	75	
5. Adult Learners referred to other programs (never instructed) this quarter	5.	4	

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.	106	
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.	7	

END OF QUARTER STATUS			TOTAL
8. Adult Learners receiving instruction at the end of quarter (#1 plus #2 minus #3e)	8.	54	
9. Prospective Adult Learners awaiting instruction at end of quarter	9.	27	

\* Reminder: BE SURE you use 3d to calculate line 4!

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
	19	0	26	0	0	7	1	1	54

11. Age Distribution	16-19	20-29	30-39	40-49	50-59	60-69	70+	Unknown	TOTAL
	0	11	19	12	9	0	2	1	54

12. Gender	Male	Female	Not Specified	TOTAL
	15	39	0	54

Double Check:

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

Placentia Library District  
 Name of Library

Katie Matas  
 Signature of person submitting this report

Literacy Coordinator 1/22/98  
 Title Date

Katie Matas  
 Contact Person

Literacy Coordinator (714) 524-8408 ext. 213  
 Title Phone

CALIFORNIA LIBRARY LITERACY SERVICE  
Tutor Activity Report (Fiscal Year 1997/98)

Placentia Library District  
Name of Library

— 1st Quarter July-September	<u>X</u> 2nd Quarter October-December
— 3rd Quarter January-March	— 4th Quarter April-June

Instructions:

1. Submit one original plus one copy of this report with other reports required.
2. Send to: Budget Office-Literacy, California State Library, PO Box 942837, Sacramento, CA 94237-0001

QUARTERLY SUMMARY			TOTAL
1. Tutors instructing at beginning of quarter (Same as #9 from last quarter's Tutor report)			58
2. Tutors who began instructing during quarter			8
3. Tutors who left during quarter			
a. Tutors who left with notification	3a.	18	
b. Tutors who left WITHOUT notification	3b.	0	
c. TOTAL tutors who left (Sum of items #3a and #3b)	3c.		18
4. Total tutors who instructed during quarter (#1 plus #2 minus #3b (without notification only)) *			66
5. Number of tutors trained during quarter			9
6. Number of pre-service tutor workshops offered during quarter			1

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)			85
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)			31

END OF QUARTER STATUS			TOTAL
9. Tutors instructing at end of quarter (#1 plus #2 minus #3c)			48
10. Prospective tutors awaiting training/matching at end of quarter			10

\* Reminder: BE SURE you use 3b to calculate line 4!

Tutor Activity Report (continued)...

Characteristics of tutors receiving instruction 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
	5	0	3	0	0	40	0	0	48

12. Age Distribution	16-19	20-29	30-39	40-49	50-59	60-69	70+	Unknown	TOTAL
	0	7	6	12	10	9	4	0	48

13. Gender	Male	Female	Not Specified	TOTAL
	3	45		48

Double Check:

Do Items #11, #12 & #13 = #9 on previous page?

14a. Number of library branches used for literacy instruction during quarter	3
14b. Number of additional sites used for literacy instruction during quarter	14

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, 41

Placentia Library District

Name of Library

*Katie Matas*

Signature of person submitting this report

Literacy Coordinator 1/22/98

Title Date

Katie Matas

Contact Person

Literacy Coordinator (714) 524-8408 ext. 213

Title Phone

CALIFORNIA LIBRARY LITERACY SERVICE  
Quarterly Narrative Report

Fiscal Year: 1997/98

Placentia Library District  
Name of Library

     1st Quarter (July-September)  
     3rd Quarter (January-March)

  X   2nd Quarter (October-December)  
     4th Quarter (April-June)

Instructions:

1. Prepare one original and one copy of this report.
2. Send to: Budget Office-Literacy, California State Library, PO Box 942837, Sacramento CA 94237-0001

The State Library is interested in the areas of your program that you find most significant. This includes both successful and unsuccessful events, methods, materials and other components.

**In approximately one page, please provide a narrative that addresses the following:**

Describe the significant successes you have had in your literacy services this quarter. Examples are public communications activities; new instructional approaches/materials/techniques; tutor training or other staff development activities; new reader involvement in literacy activities; and other activities that you want to share. In addition, let us know any problems, challenges and unresolved issues that have developed or continue this quarter, and how you will address them.

(Attach additional pages as needed, but please be brief)

The focus this quarter was on tutor training and public communication. A 15-hour tutor training workshop was offered. The attendance was disappointing after last quarter's high response. This quarter's response was the lowest for a regular tutor training workshop in more than four years.

Public communication activities included continued participation in the Placentia Community Network and participation in the Placentia Library Foundation's Donor Reception. Reception attendees were encouraged to visit the literacy center and learn more about the literacy program. The literacy coordinator was on hand to answer questions and literacy materials were displayed for review.

The biggest challenge continues to be recruiting tutors for the ever-growing list of students. The city newsletter and the college class schedule continue to be the most effective recruitment tools.

Katie Matas  
Signature of person who prepared this report

Katie Matas  
Printed name

     Check here if you would like this  
information shared with others

(714) 524-8408 ext. 213 / placentialit@otan.dni.us  
Telephone / email

# CALIFORNIA LIBRA ; LITERACY SERVICE

## Quarterly Financial Report (Fiscal Year \_\_\_\_\_)

Placentia Library District \_\_\_\_\_ 1st Quarter \_\_\_\_\_ July-September \_\_\_\_\_ 3rd Quarter \_\_\_\_\_ January-March \_\_\_\_\_ 4th Quarter \_\_\_\_\_ April-June \_\_\_\_\_  
 Name Of Library \_\_\_\_\_

**Instructions:**

1. Submit one original plus one copy of this report with other reports required.

2. Send to: Budget Office - Literacy, California State Library, 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	1,250	23,039	24,289	-0-	10,200	-0-	16,660	16,660
2. Library Materials	-0-	1,000	1,000	-0-	593	-0-	593	593
3. Operations	5,044	6,325	11,369	1,861	143	1,861	460	2,321
4. Equipment	-0-	500	500	-0-	-0-	-0-	-0-	-0-
5. Indirect	300	-0-	300	-0-	-0-	-0-	-0-	-0-
6. Total	6,594	30,864	37,458	1,861	10,936	1,861	17,713	19,574

"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)
3a. Contract Services	-0-	1,625	1,625	-0-	-0-	-0-	-0-	-0-
3b. Travel	-0-	1,450	1,450	-0-	-0-	-0-	95	95
3c. Office Supplies	900	650	1,550	368	-0-	368	201	569
3d. Printing	1,890	1,200	3,090	570	-0-	570	21	591
3e. Instr. Resources	800	200	1,000	800	143	800	143	943
3f. Communications	1,250	950	2,200	123	-0-	123	-0-	123
3g. Other	204	250	454	-0-	-0-	-0-	-0-	-0-
TOTAL	5,044	6,325	11,369	1,861	143	1,861	460	2,321

  
 Signature of Representative of Fiscal Agent or of

Library Director 01/31/98

Title \_\_\_\_\_ Date \_\_\_\_\_

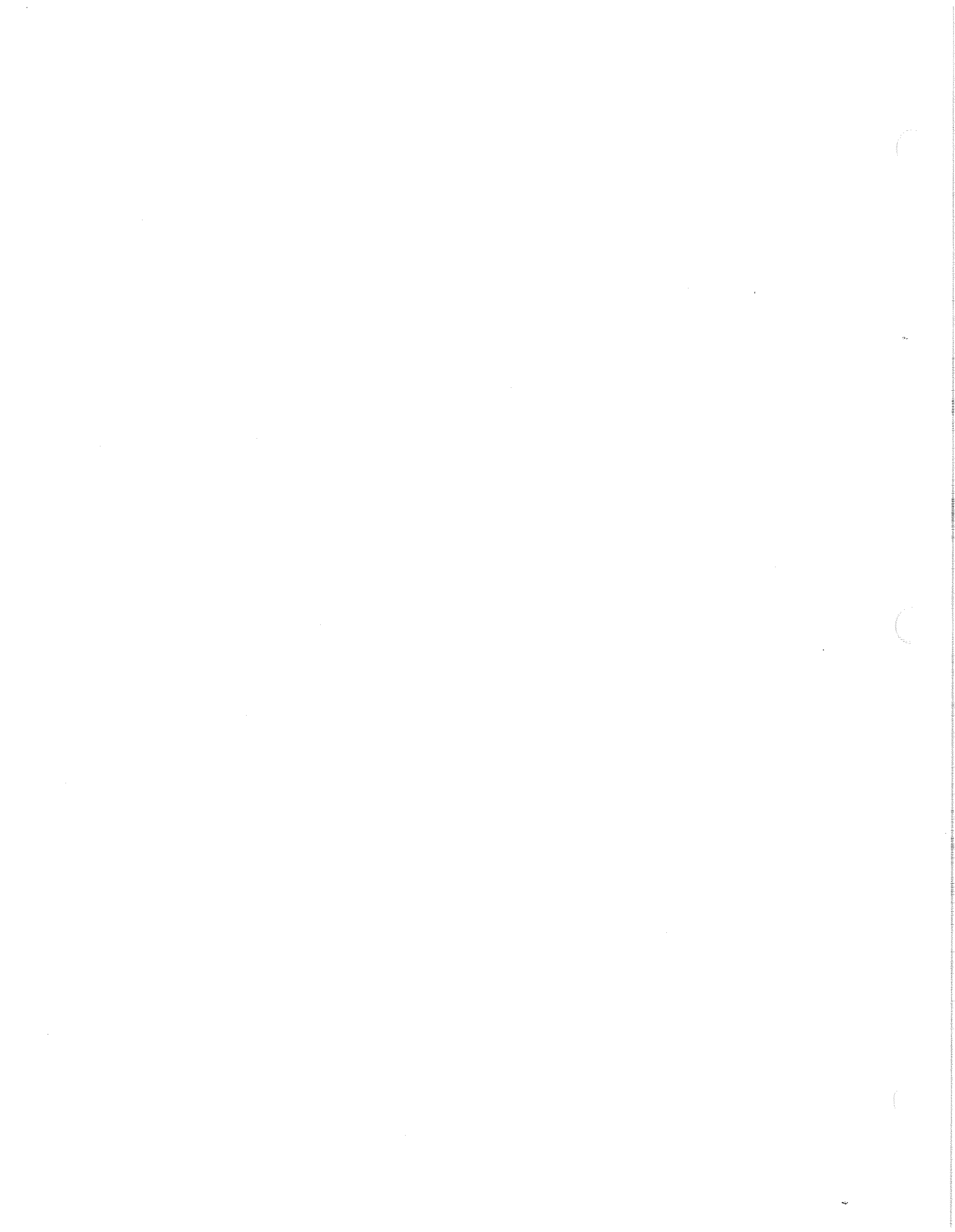
Charlene Dumitru

Contact Person

Admin. Assistant (714) 528-1906, 202

Title \_\_\_\_\_ Phone \_\_\_\_\_

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





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**PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES**

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**TO:** Library Board of Trustees  
**FROM:** Elizabeth D. Minter, Library Director *eds*  
**SUBJECT:** Continue Discussion of the proposal by Pat Irot to establish a Study Committee to review the impact on the community of the library's service reductions  
**DATE:** February 17, 1998

**BACKGROUND**

At the December 16, 1997 Board Meeting President Dinsmore read a memo from Pat Irot in which she suggested the establishment of a study committee that would review the District's financial condition and subsequent service cuts. Mrs. Irot stated that she made this proposal in the spirit of providing a number of community opinion leaders who will become more articulate about the Library's needs for increased funding.

The Board requested that discussion of this item be included on the February 17 Agenda.

**RECOMMENDATION**

1. Determine whether to establish a Study Committee
2. Give direction for future action.

*Back up Staff  
from*

*Pat Irot  
March 1*



February 12, 1998

TO; BOARD OF TRUSTEES  
PLACENTIA LIBRARY DISTRICT

FROM: PAT IRO *Pat*

RE: COMMUNITY INVOLVEMENT

Each of you, as I, must have gone home following the January Board meeting with the interactions echoing in your head. Because I feel very concerned on an intellectual level and on an emotional level, extremely sad, I make another effort to lobby for involvement of community members in the affairs of the library.

In doing so, I must try to overcome mind-sets which express ideas such as "we have public hearings, but no one comes," "what other decision could anyone come to than what we have decided?", "do we need a study committee?", "we've had town meetings", "we were elected to make the decisions", "we have a professional and her decision should guide us". All of these comments miss the point of dialogue with the community served, trust in the wisdom of others, and the responsiveness expected of elected officials.

To make my point clearer, I must go back to the Measure W Campaign period. During those months, the campaign workers found that the real job lay in educating the taxpayers about the library in its every ramification. Not only were the funding problems not known, nothing was understood of the funding sources. We had to inform concerning the organizational structure of this library and its relationship to other libraries and other governmental agencies. Among many other things, we had to learn the citizens' view of the library and its services. Beyond that, we had to develop campaign strategies. During the entire process of convincing voters to support Measure W, we were confronted with the primary need to explain and educate. Not only did we need to provide information, we had to deal with attitudes. An alarm bell rang when we heard comments such as: 'why should I care about the Placentia Library, I can always go to Yorba Linda'. Or, "who needs books, everything is on computers". Or, "why doesn't the city give the library the money it needs - they extended that utility tax."

When the Campaign Committee met the day after the election in November 1996, four of whom were present (Marion Harloe, Jean Pappas, Peggy Dinsmore and I) it was agreed that the next revenue campaign had to begin NOW. We said as one voice that it was time to begin the education process and maintain it until such time as the Trustees decided that another attempt to raise money at the ballot box was necessary. The conclusion was that the next initiative campaign would have its major thrust the securing of votes NOT the provision of background information. The month following the defeat the Board of Directors decided to cut hours

and staff.

A year went by and during that time there was no apparent effort to build from the defeat, to carry on our message to the community, to involve and inform. No organized plans were made to continue the education of the electorate.

In order to begin the education process, some months ago, I made a suggestion to the Board of Trustees that a citizens committee be formed to study the consequences of the new hours and the state of the collection. The reason for suggesting this logical topic was that it is fairly straight-forward, and at the consumer level - it deals with patron experience, it hits home. And the cutback in hours had been operating for a sufficient period, a year, for its impact to be fully felt.

The trustees reacted with puzzlement for they saw their many attempts at information gathering. A major reaction was: What if the committee is formed on current library hours, collection and services and it can reach no other decision than the Trustees have reached? what has been gained? First, I would say that nothing has been lost; you have been reinforced in your decision making. The gain is that you now have an educated group - a group which understands the constraints involved in the decision, understands the variables which could be changed or negotiated and the consequences thereof. If the committee had a creative, acceptable alternative, it would be presented to you for your consideration. This would not impune the Trustee decision making process, but, instead would recognize that being close to a problem sometimes makes a wide range of solutions difficult to see.

Consider that if this were a committee of five, these five know at least eight or ten others in the community who can be educated about this particular aspect of the library's problems, who then can answer questions as to why the library is not open every day or why books are not on the shelves or why magazines are available on computer.

The community involvement process should not stop there with one situation but should move on to other difficult questions facing the Trustees. Ultimately, you have a core of citizens conversant with the library's funding, the library's political organization, the library's attempt to provide a balance of print and technology, etc. On this foundation of informed participants, the next initiative campaign committee can be built.

Education is the key. The Trustees must first, though, examine their own attitudes to determine whether they can work in a collaborative atmosphere, with an open and honest dialogue. The Trustees must be open to suggestions, strengthened by their constituents' input, but, with everyone fully aware that the Board of Trustees has the legal responsibility for decision making.

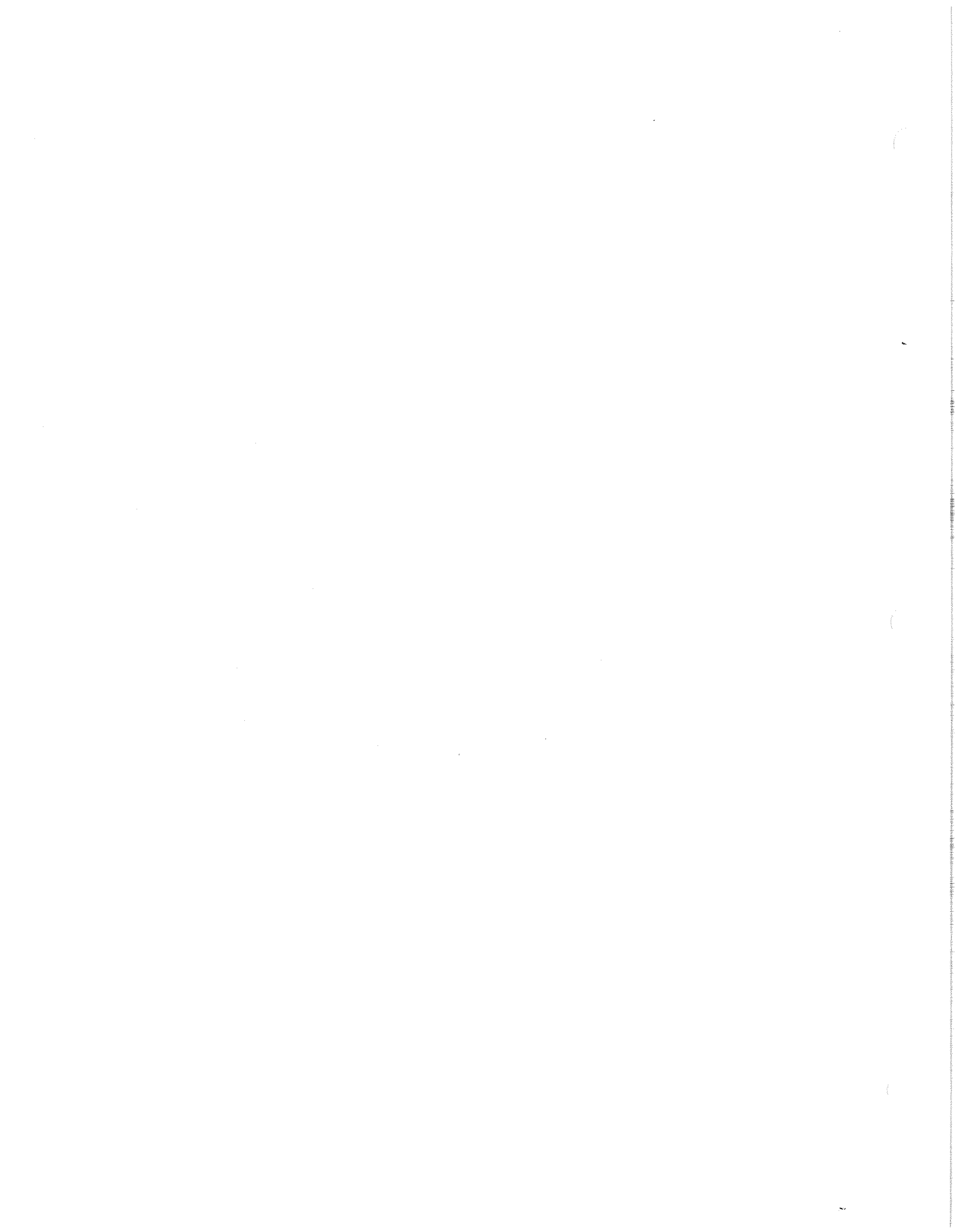
Of those present at the January meeting, there were eight of us who can legally vote on a library revenue issue. If we represented the total electorate, the issue would probably pass with a vote of eight to zero. Why would this be so? The reason is that each of us is knowledgeable about the library's extreme need. Ask yourself how many more citizens you could count on at this moment to vote a firm YES.

Yes, a revenue bond issue should be on the ballot - if it appears that it would be successful. But where are the informed voters? With patronage down in this library, are they at home with the computer - or at Yorba Linda Library?

It is appalling that every day this library falls further and further behind in its ability to serve this community. The patrons look elsewhere. In the best of worlds, with its income restored to the pre 1993-94 level, how long will it take to reach the level of a first-class library? Financial reports seem to indicate that without Adopt A Book and other donations, very little would be added to the collection. Hard questions need to be asked about the way available funds are allocated. Did the reduction of hours result in more funds to add books to the collection? Are reference materials more needed over recreational materials? Certainly reference materials need to be current and perhaps represent items our patrons are less able to own - whereas a mystery book, for instance, might be within their budget. Is it necessary to buy six copies of one title, a popular best seller, for instance, when in a few months patrons will no longer be interested? Staff service for technology users is labor-intensive. Is there a better way of managing that situation? These questions come to mind. They, among others, cannot be new to you as Trustees. Perhaps you say no one has mentioned them to you, no one has come to the public hearing to find the answers. Therefore, is it your conclusion that these questions do not exist for patrons? Questions such as these can be posed to a citizens committee and in its quest for answers, the committee will become informed, will understand the dilemma.

My letter attempts to suggest to you that a town meeting on an issue, or public hearing time, does not equate to a situation where citizens are asked to problem-solve a current problem. The first is circumscribed and the second is open-ended, collegial.

Thomas Jefferson said that a democracy must have an educated electorate. So must a library.




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**PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES**

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**TO:** Library Board of Trustees  
**FROM:** Elizabeth D. Minter, Library Director   
**SUBJECT:** Review Library Revenue Issues, including whether to renew the services contract with California Advocates for legislative information services; and continue the discussion of the feasibility of Library Parcel Tax ballot issue reductions.  
**DATE:** February 17, 1998

**BACKGROUND:**

Library Revenue Issues

At its Meeting on April 15, 1997, the Board requested that an item for the discussion of Library Revenue Issues be included on each Agenda.

1. Property Tax

Trustee Pappas and Library Director Minter met with California Advocates Representative Mike Belote in Irvine on January 21, 1998.

Mr. Belote alerted the District on February 13 that the Senate Local Government Committee has passed a bill that would exempt single county transit districts from the ERAF shift. Assemblyman Ackerman and a number of other Orange County legislators are co-sponsors of this bill. Library Director Minter has an appointment to discuss this bill with Assemblyman Ackerman's staff in Sacramento this week.

2. State Funds

No activity to report.

3. Local Revenues

Staff is continuing to investigate a new vendor for delinquent accounts collection services. Anaheim Library is currently negotiating a solution to the software-related issues for the new service with Ameritech, the consortium's library software provider.

Parcel Tax Election Considerations

No activity to report.

**RECOMMENDATION:**

1. Determine whether to renew contract with California Advocates
2. Give direction for future action.

*Roll King*



# CALIFORNIA ADVOCATES, INC.

*John Adams  
506 309 2  
Colleen McGee*

**BILL NUMBER: SB 854 AMENDED**

AMENDED IN SENATE JANUARY 26, 1998

**INTRODUCED BY Senator O'Connell**

**(Principal coauthor: Senator Kelley)**

**(Principal coauthor: Assembly Member Baugh)**

**(Coauthors: Senators Craven, ~~Johnston~~, Johnson, Johnston, Lewis, and Monteith)**

**(Coauthors: Assembly Members ~~Bordonaro, Bowler, Ackerman~~, Bordonaro, Bowler, Brewer, Campbell, Firestone, Machado, and ~~Mazzoni~~ Mazzoni, and Morrow)**

Post-it <sup>®</sup> Fax Note	7671	Date	2/13/98	# of pages	2
To	<i>Richard H. ...</i>	From	<i>Mike Belter</i>		
OO/Dept		Co.			
Phone #		Phone #			
Fax #		Fax #			

**FEBRUARY 26, 1997**

An act to add Section 97.27 to the Revenue and Taxation Code, relating to local government finance, making an appropriation therefor, and declaring the urgency thereof, to take effect immediately.

**LEGISLATIVE COUNSEL'S DIGEST**

SB 854, as amended, O'Connell. Property tax revenue allocations: property tax revenue shifts: single-county transit districts.

Existing law requires the county auditor, in each fiscal year, to allocate property tax revenues to local jurisdictions in accordance with specified formulas and procedures, and generally requires that each jurisdiction be allocated an amount equal to the total of the amount of revenue allocated to that jurisdiction in the prior fiscal year, subject to certain modifications, and that jurisdiction's portion of the annual tax increment, as defined. Existing property tax law modifies these provisions by requiring that, for purposes of determining property tax revenue allocations in each county for the 1992-93 fiscal year, the amounts of property tax revenue deemed allocated in the prior fiscal year to special districts, including single-county transit districts, be reduced in accordance with a specified percentage. It requires that the revenues not allocated to the special districts as a result of these reductions be transferred to the Educational Revenue Augmentation Fund in that county for allocation to school districts, community college districts, and the county office of education.

This bill would, as provided, for the ~~1997-98~~ 1998-99 fiscal year and each fiscal year thereafter, exclude single-county transit districts from these reduction and transfer provisions.

This bill would state the intent of the Legislature in enacting the bill's provisions.

This bill would appropriate the sum of \$569,000 from the General Fund to the Department of Finance for allocation to community college districts for the reimbursement of revenue losses incurred by those districts in the ~~1996-97~~ 1998-99 fiscal year as a result of this bill.

This bill would declare that it is to take effect immediately, as an urgency statute.

Vote: 2/3. Appropriation: yes. Fiscal committee: yes. State-mandated local program: no.

**THE PEOPLE OF THE STATE OF CALIFORNIA DO ENACT AS FOLLOWS:**

SECTION 1. Section 97.27 is added to the Revenue and Taxation Code, to read:

97.27. (a) (1) Notwithstanding any other provision of this article, commencing with the ~~1997-98~~ 1998-99 fiscal year, the auditor shall allocate ad valorem property tax revenues to a transit district, that is located entirely within a single county, in those amounts that would be determined if no reduction had been made with respect to that district pursuant to subdivision (c) of Section 97.2 for the 1992-93 fiscal year.

(2) For purposes of the allocation of ad valorem property tax revenues in the ~~1997-98~~ 1998-99 fiscal year and each fiscal year thereafter, the implementation of paragraph (1) shall not require any increase in the amount of the reduction calculated for any local agency for the 1992-93 fiscal year pursuant to Section 97.2.

(b) It is the intent of the Legislature in enacting this section to ensure that each transit district, whether located within multiple counties or entirely within a single county, is treated equally in the allocation of those revenues essential to the preservation of adequate and quality public services.

SEC. 2. The sum of five hundred sixty-nine thousand dollars (\$569,000) is hereby appropriated from the General Fund to the Department of Finance for allocation to community college districts to reimburse those districts for any revenue losses incurred by those districts for the ~~1997-98~~ 1998-99 fiscal year as a result of this act. If the total amount of losses subject to reimbursement under this section is less than five hundred sixty-nine thousand dollars (\$569,000), the Department of Finance shall, after making all required reimbursements, transfer the excess of five hundred sixty-nine thousand dollars (\$569,000) over the total amount of those reimbursements to the Treasurer, for deposit into the General Fund.

SEC. 3. This act is an urgency statute necessary for the immediate preservation of the public peace, health, or safety within the meaning of Article IV of the Constitution and shall go into immediate effect. The facts constituting the necessity are:

In order to provide timely and essential funding for transit districts, located throughout the state, that are suffering from severe funding shortages to the detriment of basic levels of public transportation services, it is necessary that this act take effect immediately.

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E-mail: [capweb@quiknet.com](mailto:capweb@quiknet.com)

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**PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES**

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**TO:** Library Board of Trustees  
**FROM:** Elizabeth D. Minter, Library Director *edm*  
**SUBJECT:** **Trustee Handbook Revision**  
**DATE:** February 17, 1998

**BACKGROUND:**

Attachment A contains the text for the entire Trustee Handbook for Placentia Library District, incorporating the changes made at the December and January Board Meetings.

This document should now be ready for final review, revision and adoption.

**RECOMMENDATION:**

Review, Revise and Adopt

1

2

3

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**PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES**

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**TO:** Library Board of Trustees  
**FROM:** Elizabeth D. Minter, Library Director *EM*  
**SUBJECT:** Travel Authorizations for Workshops in Library Leadership  
**DATE:** February 17, 1998

**BACKGROUND:**

The annual Workshop in Library Leadership for public library trustees and commissioners will be held on Saturday, February 28, 9 A.M. to 3 P.M., at the Newport Beach Public Library. The theme this year is "Interlocking Pieces – Trustees Working Together for a Stronger Tomorrow."

Background information is Attachment A.

**RECOMMENDATION:**

Determine who will attend and authorize payment of preregistration and mileage reimbursement.

*Peggy - yes*  
*Roxy - no*  
*John - no*  
*Jan - no*  
*Sandra -*



KTDyer, 11:43 PM 1/28/98 , Re: CALTAC Workshop

X-POP3-Rcpt: plalibd@home  
Return-Path: KTDyer@aol.com  
From: KTDyer <KTDyer@aol.com>  
Date: Wed, 28 Jan 1998 23:43:24 EST  
To: publib@sunsite.berkeley.EDU, CALIX@SJSUVM1.SJSU.EDU,  
pub-adv@nysernet.org  
Subject: Re: CALTAC Workshop  
Organization: AOL (<http://www.aol.com>)

WHAT: CALTAC 1998 WORKSHOPS IN LIBRARY LEADERSHIP: INTERLOCKING  
PIECES--TRUSTEES WORKING TOGETHER FOR A STRONGER TOMORROW

PRESENTED BY THE CALIFORNIA ASSOCIATION OF LIBRARY TRUSTEES AND COMMISSIONS

Newport Beach, Saturday, February 28, 1998, 9 a.m. to 3 p.m. AND Mountain  
View, Saturday, March 7, 1998, 9 a.m. to 3 p.m. Pick the Workshop closest  
to  
you.

COST: Registration fee for CALTAC members: \$12.00; for non-members:  
\$15.00  
(Membership for calendar year: \$10); Luncheon: \$11.00

FOR WHOM: Library trustees, advisory supporters, Friends, library  
advocates,  
librarians and library support staff.

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PROGRAM HIGHLIGHTS: Keynote remarks by DR. KEVIN STARR, California State  
Librarian, as well as a panel on Interlocking Pieces - Working Together for  
a  
Stronger Tomorrow featuring JOYCE LAWRENCE, Downey City Councilwoman,  
immediate past Mayor, former Library Trustee; REGINA MINUDRI, Retired  
Librarian of Berkley, acting Library Director of San Francisco Public  
Library;  
and ALISON LEWIS, Library Trustee, Hayward, CA.

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Also featured is DR. HELEN J. HISLOP, Chair, Dept. of Biokinesiology and  
Physical Therapy, University of Southern California speaking on The Impact  
of  
Technology on Language.

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There are other equally informative and entertaining items on the program,  
as  
well as a great lunch.

Pick the workshop you would like to attend. Please send your name,  
address,  
telephone, name of library or system, together with your check and if  
attending at Newport Beach, mail to Sally Young, 1748 Los Osos Valley Rd.,  
Los  
Osos, CA 93402 (Questions: 805/534-0205). If attending at Mountain View,

KTDyer, 11:43 PM 1/28/98 , Re: CALTAC Workshop

mail  
to Karen Dyer, 6829 Sage Ct., Dublin, CA 94568 (Questions: 510/833-0112).  
You may also call the Workshop Coordinator, Art P. Ochoa at 562/940-3173.

We look forward to seeing you there!

--Karen Dyer, Northern California Representative



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**PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES**

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**TO:** Library Board of Trustees  
**FROM:** Elizabeth D. Minter, Library Director *EDM*  
**SUBJECT:** Selection of Medical Insurance Plan for 1998-1999  
**DATE:** February 17, 1998

**BACKGROUND:**

Anderson & Anderson has completed its annual review of group medical insurance policy options for the District. The new contract year begins ~~April~~ *March* 1, 1998.

Attachment A summarizes their findings.

No staff complaints have been received about the CareAmerica coverage or services.

**RECOMMENDATION:**

Determine level of benefits, select vendor, and authorize the Library Director to sign all contract documents.



**PLACENTIA LIBRARY DISTRICT**  
**GROUP MEDICAL INSURANCE**

At present Placentia Library District insures its employees under the CareAmerica HMO plan which includes an Options Rider allowing for limited out-of-network benefits.

CareAmerica has provided notice of the following rate action to be effective 3/1/98:

<u>Coverage</u>	<u>Renewal Premium</u>
HMO	\$1,941.59
Options Rider	<u>229.68</u>
Renewal Total	\$2,171.27
Current Total	\$2,123.86
% Change	2.23%

Some comments regarding the renewal action:

- 1) The increase is very low compared to what we are experiencing in the marketplace. Some of the increase is due to age changes
- 2) CareAmerica is charging 90% of its standard rate. By law carriers can charge between 90% and 110% of their standard rates. There is no guarantee that other carriers will rate your group at 90% of standard

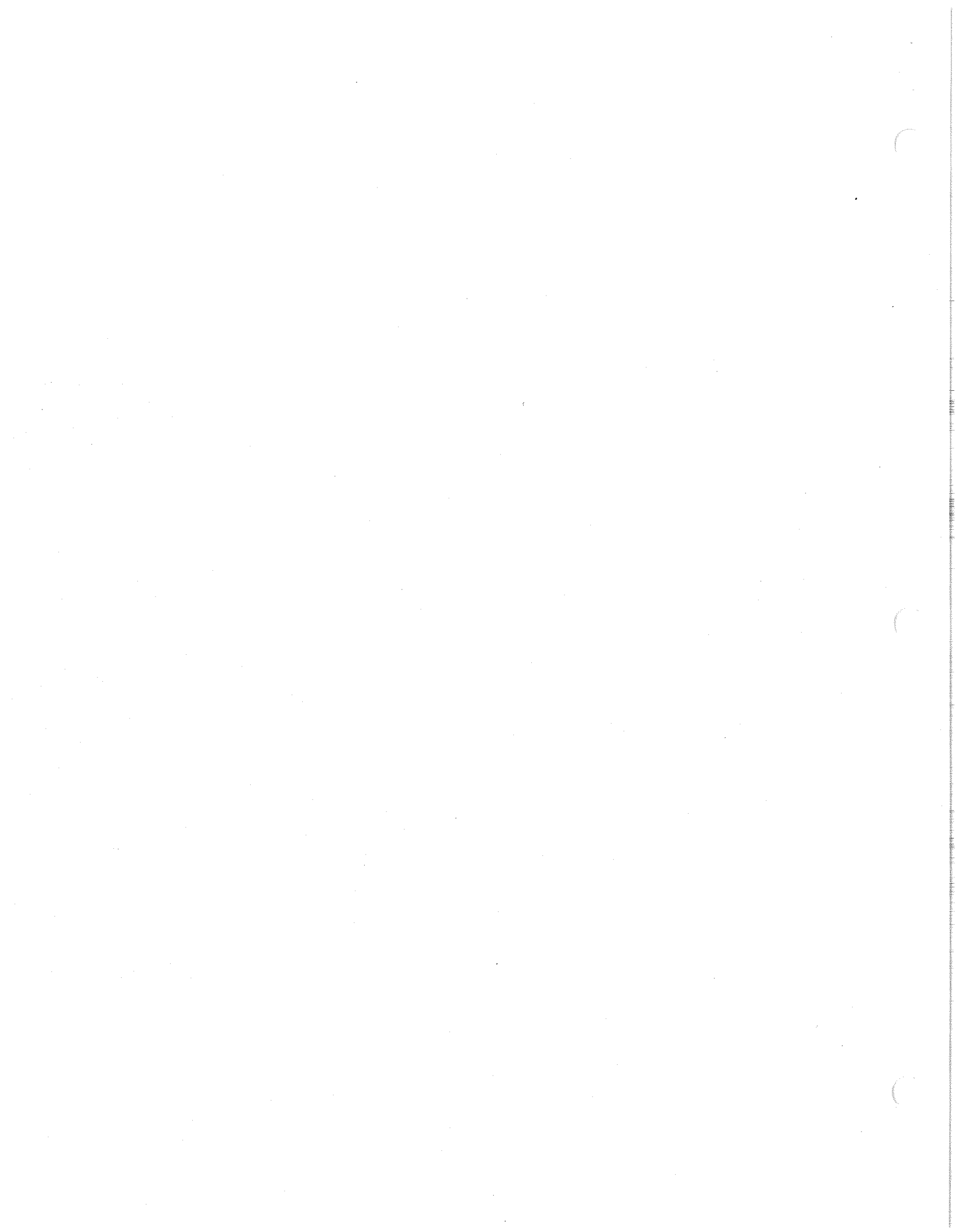
Attached are several exhibits for your review:

**Exhibit A** - is a benefit and cost comparison among your current CareAmerica plan (shown last) and the four most competitive plans that come closest to duplicating your current HMO benefits.

**Exhibit B** - is a more detailed comparison of the medical benefits among the plans.

**Exhibit C** - is a comparison of participating hospitals among the plans for Orange County. Participating hospitals in Riverside, San Bernardino, and San Diego counties that are within a 50 mile radius of the Library District's address also are included.





Please note that your current plan with CareAmerica includes the "Options Rider" which provides for limited out-of-network benefits (See Exhibit D for an explanation of these benefits.) The Options Rider is now a "grandfathered" provision, ie., this rider no longer is available to new groups but can be continued by those plans having the rider prior to it being withdrawn from the market.

None of the other plans illustrated offer a comparable rider. In order to provide out-of-network benefits and, in fact, dramatically improve the out-of-network benefits consideration should be given to a Point of Service (POS) plan. Exhibit E compares the two most competitive POS plans - CareAmerica and Prudential Healthcare.

A POS includes three options:

- 1) HMO - with the same HMO benefits as the current plan
- 2) PPO - a preferred provider network which expands the number of medical providers, allows the employee to go directly to any provider in the network without involving the primary care physician, and which provides a higher benefit than the indemnity option
- 3) Indemnity - provides complete freedom of choice

Under a POS arrangement each employee has the ability to elect any of the three options whenever medical care is required. The most dramatic improvement over the current Options Rider is that the maximum lifetime benefit is \$2,000,000 versus a \$5,000 maximum annual benefit under the Options Rider. The Options Rider excludes in-hospital expenses, the POS options do not have such limitations.

Here is a cost comparison between the current CareAmerica plan with Options Rider and the two POS plans:

<u>Current Plan</u>	<u>CareAmerica POS Plan</u>	<u>Prudential Healthcare POS Plan</u>
\$2,171	\$2,407 (Std)	\$2,280 (Std) *
	\$2,647 (110% Std)	\$2,052 (90% Std)
		\$2,508 (110% Std)

Handwritten notes:   
 - Above Prudential Healthcare POS Plan: 200  
 - Next to CareAmerica POS Plan: 2,112  
 - Next to Prudential Healthcare POS Plan: +108  
 - Next to Prudential Healthcare POS Plan (90% Std): \*4,044  
 - A large 'X' is drawn over the Prudential Healthcare POS Plan column.

(CareAmerica does not discount its POS plan, therefore, no entry is shown for the 90% of standard rate)





# IN-NETWORK MEDICAL BENEFITS

MEDICAL BENEFITS	PRU HEALTHCARE HMO PLAN A # 167611	HEALTH NET HMO 10-100% # 165002	MAXICARE ER'S CH M # 591503
Name of Network	PRU HEALTHCARE HMO	HEALTH NET	MAXICARE
Dr. Office Visits	NO DED.-\$10	NO DED.-\$10	NO DED.-\$10
Hospital Services	NO DED.-100%	NO DED.-100%	NO DED.-100%
Lab and X-Ray (Out-patient)	100%	100%	\$10 COPAY
In-Patient Physician Fees	100%	100%	100%
Intensive Care Maximum Rate	100%	100%	100%
Chiropractic Benefit	NOT COVERED	\$10 COPAY MAX 20 VISITS PER YR	NOT COVERED
MENTAL/NERVOUS			
Doctor Fees	\$10-1ST 3 VISITS THEN \$30-TO 20/YR	\$30 COPAY MAX 20 VISITS PER YR	\$10 1ST VISIT \$20/VISIT
Hospital Fees	NOT COVERED	NOT COVERED	NOT COVERED
Lifetime Maximum	LIMITED TO DR FEES (SEE ABOVE)	LIMITED TO DR FEES (SEE ABOVE)	LIMITED TO DR FEES (SEE ABOVE)
DRUG/ALCOHOL			
Doctor Fees	COMBINED BENEFIT W/MENTAL & NERVOUS	NOT COVERED	50%-DET MAX \$200
Hospital Fees	100%-DETOX ONLY	100%-DETOX ONLY	50%-DET MAX \$100
MISCELLANEOUS BENEFITS			
Pre-Admission Testing	100%	100%	\$10 COF
2nd Surgical Opinion	\$10 COPAY	\$10 COPAY	\$10 COF
Out-Patient Surgery	100%	100%	100%
Pre-Certification	NOT REQUIRED	NOT REQUIRED	NOT REQUIRED
Home Health Care	100%	\$10 COPAY MAX 100 DAYS PER YR	\$10 COF
Hospice Care	100% MAX \$7400 PER PERIOD	100%	100% MAX 1
Skilled Nursing Facility	100% MAX 100 DAYS/PERIOD	\$250 COPAY MAX 60 DAYS PER YEAR	100% MAX 1
Ambulance	100%	100%	100%

NOTE: Please refer to the Certificate of Coverage Booklet for a detailed description of Plan Benefits.

Quote 212363

# IN-NETWORK MEDICAL BENEFITS



HEALTHCARE PLAN A # 11	HEALTH NET HMO 10-100% # 165002	MAXICARE/ER CH ER'S CH MAXI+ # 591503	UNIVERSAL CARE VALUE PLAN # 210202	INTER VALLEY NOVA 100 # 245004	CAREAMERICA HMO 1900 # 375212
HEALTHCARE HMO	HEALTH NET	MAXICARE	UNIVERSAL CARE	INTER VALLEY	CARE AMERICA
-\$10	NO DED.-\$10	NO DED.-\$10	NO DED.-\$10	NO DED.-\$10	NO DED.-\$10
-100%	NO DED.-100%	NO DED.-100%	NO DED.-100%	NO DED.-100%	NO DED.-100%
	100%	\$10 COPAY	\$10 COPAY	\$10 COPAY	100%
	100%	100%	100%	100%	100%
	100%	100%	100%	100%	100%
COVERED	\$10 COPAY MAX 20 VISITS PER YR	NOT COVERED	NOT COVERED	NOT COVERED	NOT COVERED
3 VISITS 0-TO 20/YR	\$30 COPAY MAX 20 VISITS PER YR	\$10 1ST VISIT THEN \$20/VISIT-MAX 20/YR	NOT COVERED	\$25 COPAY MAX 20 VISITS PER YR	\$25 COPAY MAX 20 VISITS PER YR
COVERED	NOT COVERED	NOT COVERED	NOT COVERED	NOT COVERED	NOT COVERED
DR FEES (SEE ABOVE)	LIMITED TO DR FEES (SEE ABOVE)	LIMITED TO DR FEES (SEE ABOVE)	NOT COVERED	LIMITED TO DR FEES (SEE ABOVE)	LIMITED TO DR FEES (SEE ABOVE)
PHYSICIAN BENEFIT PHYSICIAN & NERVOUS	NOT COVERED	50%-DETOX ONLY MAX \$200 COPAY/VISIT	NOT COVERED	REHAB TREATMENT PROG (SEE BROCHURE)	\$10 COPAY-DETOX ONLY
DETOX ONLY	100%-DETOX ONLY	50%-DETOX ONLY MAX \$1000/ADMISSION	NOT COVERED	100%-DETOX ONLY	100%-DETOX ONLY
	100%	\$10 COPAY	\$10 COPAY	\$10 COPAY	100%
	\$10 COPAY	\$10 COPAY	\$10 COPAY	\$10 COPAY	\$10 COPAY
	100%	100%	COVERED AS IN-HOSP	100%	100%
REQUIRED	NOT REQUIRED	NOT REQUIRED	NOT REQUIRED	NOT REQUIRED	NOT REQUIRED
	\$10 COPAY MAX 100 DAYS PER YR	\$10 COPAY	\$10 COPAY	\$10 COPAY	\$10 COPAY MAX 180 DAYS/YR
100 PER PERIOD	100%	100% MAX 100 DAYS PER YR	NOT COVERED	NOT COVERED	100%
DAYS/PERIOD	\$250 COPAY MAX 60 DAYS PER YEAR	100% MAX 100 DAYS PER YR	100% MAX 30 DAYS/ILLNESS	100% MAX 60 DAYS PER YR	100%-MAX SET ON CASE BY CASE BASIS
	100%	100%	\$25 COPAY	100%	\$50 COPAY

Booklet for a detailed description of Plan Benefits.



A

## MEDICAL BENEFIT & COST COMPARISON

	PRU HEALTHCARE HMO PLAN A HMO (IPA,PMG)	HEALTH NET HMO 10-100% HMO (IPA,PMG)	MAXICARE/ER CH ER'S CH MAXI+ HMO (IPA,PMG)	UNIVERSAL CARE VALUE PLAN HMO (IPA,PMG,STAFF)	INTER VALLEY NOVA 100 HMO (IPA,PMG)	CAREAMERICA HMO 1900 HMO (IPA,PMG)	
<b>IN-NETWORK</b>							
Dr. Office Visits	NO DED.-\$10	NO DED.-\$10	NO DED.-\$10	NO DED.-\$10	NO DED.-\$10	NO DED.-\$10	
Hospital Services	NO DED.-100%	NO DED.-100%	NO DED.-100%	NO DED.-100%	NO DED.-100%	NO DED.-100%	
RX Benefit	\$5 COPAY	\$10 COPAY	\$10 COPAY	\$5 COPAY	\$5/\$15	\$10/\$20	
RX Network	ARGUS	HEALTH NET	PAID	MED IMPACT	INTER VALLEY	MEDIMPACT HEALTHCARE	
Lab and X-Ray (Out-Patient)	100%	100%	\$10 COPAY	\$10 COPAY	\$10 COPAY	100%	
In Patient Physician Fees	100%	100%	100%	100%	100%	100%	
Emergency Room	\$50 COPAY	\$50 COPAY	\$35 COPAY	\$50 COPAY	\$30 COPAY	\$50 COPAY	
Maternity	AS ANY ILLNESS	AS ANY ILLNESS	AS ANY ILLNESS	AS ANY ILLNESS	AS ANY ILLNESS	AS ANY ILLNESS	
Adult Physical Exams	\$10 COPAY	\$10 COPAY	\$10 COPAY	\$10 COPAY	\$10 COPAY	\$10 COPAY	
Deductible - Max. Per Family	NO DEDUCTIBLE	NO DEDUCTIBLE	NO DEDUCTIBLE	NO DEDUCTIBLE	NO DEDUCTIBLE	NO DEDUCTIBLE	
Out of Pocket - Ind., Family	\$2000 INDV/4000 FAM	\$2000 INDV/4000 FAM	\$1000 INDV/2000 FAM	\$1000 PER INDIVIDUAL	\$1500 INDV/4500 FAM	\$1000 INDV/2000 FAM	
Lifetime Maximum	UNLIMITED	UNLIMITED	UNLIMITED	UNLIMITED	UNLIMITED	UNLIMITED	
<b>OUT-OF-NETWORK</b>							
Dr. Office Co-Ins/Copay	N	N	N	N	N	N	
Hospital Co-Insurance	O	O	O	O	O	O	
Lab and X-Ray (Out-Patient)	T	T	T	T	T	T	
In Patient Physician Fees							
Supplemental Accident	C	C	C	C	C	C	
Maternity	O	O	O	O	O	O	
Adult Physical Exams	V	V	V	V	V	V	
Deductible - Max. Per Family	E	E	E	E	E	E	
op Loss	R	R	R	R	R	R	
Out of Pocket - Ind., Family	E	E	E	E	E	E	
Lifetime Maximum	D	D	D	D	D	D	
<b>ADDITIONAL BENEFITS</b>							
Life Insurance	Carrier Amount	PRU HEALTHCARE SEE SCHEDULE	HEALTH NET \$15,000	MAXICARE/ER CH SEE SCHEDULE	NOT REQUESTED	NOT REQUESTED	CAREAMERICA \$15,000
Dental	Carrier Plan Name Annual Deduct., Max Preventive Care Deduct. Co-Insurance Waiting Period Waiting Period Waiver	PRUDENTIAL PRUDENTIAL DMO NONE/NO MAXIMUM WAIVED 100/80/50% NO WAITING PERIOD FULL WAIVER	NOT REQUESTED	NOT REQUESTED	UNIVERSAL CARE DELTA CARE NONE/NO MAXIMUM NONE 100% AFTER COPAY NO WAITING PERIOD FULL WAIVER	NOT REQUESTED	NOT REQUESTED
<b>PREMIUMS</b>							
Medical - Standard Rate	\$ 2,038	\$ 2,191	\$ 1,981	\$ 2,085	\$ 1,910	\$ 2,113	
- Lowest Rate	\$ 1,834 (.90)	\$ 2,081 (.95)	N/A	\$ 1,876 (.90)	\$ 1,718 (.90)	\$ 1,901 (.90)	
- Highest Rate	\$ 2,242 (1.10)	\$ 2,410 (1.10)	N/A	\$ 2,293 (1.10)	\$ 2,100 (1.10)	\$ 2,324 (1.10)	
Supp. Acc./Emer. Room	INCLUDED	INCLUDED	INCLUDED	INCLUDED	INCLUDED	INCLUDED	
Maternity	INCLUDED	INCLUDED	INCLUDED	INCLUDED	INCLUDED	INCLUDED	
RX Benefit	INCLUDED	INCLUDED	INCLUDED	INCLUDED	INCLUDED	INCLUDED	
Life Insurance	\$ 112	\$ 89	\$ 56	NOT REQUESTED	NOT REQUESTED	\$ 97	
Dental	\$ 162	NOT REQUESTED	NOT REQUESTED	\$ 181	NOT REQUESTED	NOT REQUESTED	
Administration Fee	NONE	NONE	\$ 20	NONE	NONE	\$ 25	

NOTE: Please refer to Master Policy for detailed description of Plan Benefits.



# COMPARISON OF HMO/EPO NETWORK PARTICIPATING HOSPITALS

WITHIN A 50 MILE RADIUS TO EMPLOYER ZIP CODE  
(Radius calculated from employee zip when provided)

<b>LOS ANGELES COUNTY</b>	<b>PRU HEALTHCARE HMO PLAN A</b>	<b>UNIVERSAL CARE VALUE PLAN</b>		
<u>SAN PEDRO</u> SAN PEDRO PENINSULA HOSP	YES	YES		
<u>SANTA MONICA</u> SANTA MONICA HOSP MED CTR ST JOHN HOSP & HLTH CTR	YES YES	YES YES		
<u>SHERMAN OAKS</u> SHERMAN OAKS HOSP & HLTH CTR				
<u>SUN VALLEY</u> PACIFICA HOSP OF THE VALLEY		YES		
<u>SYLMAR</u> LA OLIVE VIEW/UCLA MED CTR		YES		
<u>TARZANA</u> ENCINO/TARZANA MED CTR TARZANA	YES	YES		
<u>TORRANCE</u> LITTLE COMPANY OF MARY HOSP TORRANCE MEM MED CTR	YES YES	YES YES		
<u>VAN NUYS</u> NORTHRIDGE MED CTR - SHERMAN VALLEY PRESBYTERIAN HOSP	YES	YES YES		
<u>WEST COVINA</u> CITRUS VLY MED CTR - QUEEN VLY DOCTORS HOSP OF WEST COVINA	YES	YES		
<u>WHITTIER</u> PRESBYTERIAN INTER-CMTY HOSP WHITTIER HOSP MED CTR	YES	YES YES		
<b>ORANGE COUNTY</b>				
<u>ANAHEIM</u> ANAHEIM MEM HOSP COLUMBIA WEST ANAHEIM MED CTR MARTIN LUTHER HOSP WESTERN MED CTR - ANAHEIM	YES YES YES	YES YES YES YES		
<u>BREA</u> BREA CMTY HOSP	YES			
<u>FOUNTAIN VALLEY</u> FOUNTAIN VALLEY REG HOSP ORANGE COAST MEM HOSP	YES	YES		

OTE: Ranges are approximate. Please refer to plan brochure for specific details regarding hospital/physician participation.  
Blank spaces indicate the hospitals **NOT** participating within the network.



# COMPARISON OF HMO/EPO NETWORK PARTICIPATING HOSPITALS

WITHIN A 50 MILE RADIUS TO EMPLOYER ZIP CODE  
(Radius calculated from employee zip when provided)

<b>ORANGE COUNTY</b>	<b>CAREAMERICA HMO 1900</b>	<b>HEALTH NET HMO 10-100%</b>	<b>INTER VALLEY NOVA 100</b>	<b>MAXICARE/ER CH ER'S CH MAXI+</b>
<u>FULLERTON</u> ST JUDE MED CTR	YES	YES	YES	YES
<u>GARDEN GROVE</u> GARDEN GROVE HOSP & MED CTR	YES	YES		YES
<u>HUNTINGTON BEACH</u> COLUMBIA HUNTINGTON BEACH HOSP	YES	YES		
<u>IRVINE</u> IRVINE MED CTR	YES	YES		YES
<u>LA HABRA</u> FRIENDLY HILLS REG MED CTR	YES			YES
<u>LA PALMA</u> LA PALMA INTER-CMTY HOSP	YES		YES	YES
<u>LAGUNA HILLS</u> SADDLEBACK MEM MED CTR		YES	YES	YES
<u>LOS ALAMITOS</u> LOS ALAMITOS MED CTR	YES	YES		YES
<u>MISSION VIEJO</u> CHILDRENS HOSP AT MISSION MISSION HOSP REG MED CTR	YES	YES		YES
<u>NEWPORT BEACH</u> HOAG MEM HOSP PRESBYTERIAN	YES		YES	YES
<u>ORANGE</u> CHAPMAN MEDICAL CENTER CHILDRENS HOSP OF ORANGE CNTY ST JOSEPH HOSP OF ORANGE UCI MED CTR	YES YES YES YES	YES YES YES	YES	YES YES YES
<u>PLACENTIA</u> PLACENTIA LINDA CMTY HOSP	YES			YES
<u>SAN CLEMENTE</u> COLUMBIA SAN CLEMENTE HOSP	YES			YES
<u>SANTA ANA</u> COASTAL COMMUNITIES HOSP WESTERN MED CTR - SANTA ANA	YES YES	YES YES		YES YES
<u>SOUTH LAGUNA</u> SOUTH COAST MED CTR	YES	YES	YES	

.OTE: Ranges are approximate. Please refer to plan brochure for specific details regarding hospital/physician participation.  
Blank spaces indicate the hospitals **NOT** participating within the network.



# COMPARISON OF HMO/EPO NETWORK PARTICIPATING HOSPITALS

WITHIN A 50 MILE RADIUS TO EMPLOYER ZIP CODE  
(Radius calculated from employee zip when provided)

<b>ORANGE COUNTY</b>	<b>PRU HEALTHCARE HMO PLAN A</b>	<b>UNIVERSAL CARE VALUE PLAN</b>		
<u>FULLERTON</u> ST JUDE MED CTR	YES	YES		
<u>GARDEN GROVE</u> GARDEN GROVE HOSP & MED CTR	YES	YES		
<u>HUNTINGTON BEACH</u> COLUMBIA HUNTINGTON BEACH HOSP	YES			
<u>IRVINE</u> IRVINE MED CTR	YES	YES		
<u>LA HABRA</u> FRIENDLY HILLS REG MED CTR	YES			
<u>LA PALMA</u> LA PALMA INTER-CMTY HOSP	YES	YES		
<u>LAGUNA HILLS</u> SADDLEBACK MEM MED CTR		YES		
<u>LOS ALAMITOS</u> LOS ALAMITOS MED CTR	YES	YES		
<u>MISSION VIEJO</u> CHILDRENS HOSP AT MISSION MISSION HOSP REG MED CTR	YES	YES YES		
<u>NEWPORT BEACH</u> HOAG MEM HOSP PRESBYTERIAN	YES	YES		
<u>ORANGE</u> CHAPMAN MEDICAL CENTER CHILDRENS HOSP OF ORANGE CNTY ST JOSEPH HOSP OF ORANGE UCI MED CTR	YES  YES YES	YES YES YES YES		
<u>PLACENTIA</u> PLACENTIA LINDA CMTY HOSP	YES	YES		
<u>SAN CLEMENTE</u> COLUMBIA SAN CLEMENTE HOSP				
<u>SANTA ANA</u> COASTAL COMMUNITIES HOSP WESTERN MED CTR - SANTA ANA	YES YES	YES		
<u>SOUTH LAGUNA</u> SOUTH COAST MED CTR	YES	YES		

OTE: Ranges are approximate. Please refer to plan brochure for specific details regarding hospital/physician participation.  
Blank spaces indicate the hospitals **NOT** participating within the network.





# COMPARISON OF HMO/EPO NETWORK PARTICIPATING HOSPITALS

WITHIN A 50 MILE RADIUS TO EMPLOYER ZIP CODE  
(Radius calculated from employee zip when provided)

	CAREAMERICA HMO 1900	HEALTH NET HMO 10-100%	INTER VALLEY NOVA 100	MAXICARE/ER CH ER'S CH MAXI+
<b>ORANGE COUNTY RIVERSIDE COUNTY</b>				
<u>CORONA</u> CORONA REG MED CTR	YES	YES	YES	YES
<u>MURRIETA</u> SHARP HEALTHCARE MURRIETA	YES	YES	YES	
<u>RIVERSIDE</u> MORENO VALLEY CMTY HOSP PARKVIEW CMTY HOSP RIVERSIDE CMTY HOSP	YES YES YES	YES YES YES	YES YES YES	YES YES YES
<u>SUN CITY</u> MENIFEE VALLEY MED CTR	YES	YES	YES	YES
<u>WILDOMAR</u> INLAND VALLEY REG MED CTR	YES	YES	YES	YES
<b>SAN BERNARDINO COUNTY</b>				
<u>CHINO</u> CHINO VALLEY MED CTR	YES	YES		YES
<u>LOMA LINDA</u> LOMA LINDA CMTY HOSP LOMA LINDA UNIV MED CTR	YES	YES YES	YES YES	YES
<u>REDLANDS</u> REDLANDS CMTY HOSP	YES	YES	YES	YES
<u>SAN BERNARDINO</u> SAN BERNARDINO CMTY HOSP ST BERNARDINE MED CTR	YES YES	YES YES	YES	YES YES
<u>UPLAND</u> SAN ANTONIO CMTY HOSP	YES	YES	YES	YES
<b>SAN DIEGO COUNTY</b>				
<u>FALLBROOK</u> FALLBROOK HOSP DISTRICT		YES		

OTE: Ranges are approximate. Please refer to plan brochure for specific details regarding hospital/physician participation.  
Blank spaces indicate the hospitals **NOT** participating within the network.



# COMPARISON OF HMO/EPO NETWORK PARTICIPATING HOSPITALS

WITHIN A 50 MILE RADIUS TO EMPLOYER ZIP CODE  
(Radius calculated from employee zip when provided)

	PRU HEALTHCARE HMO PLAN A	UNIVERSAL CARE VALUE PLAN		
<b>ORANGE COUNTY</b>				
<u>SOUTH LAGUNA</u> SOUTH COAST MED CTR	YES	YES		
<b>RIVERSIDE COUNTY</b>				
<u>CORONA</u> CORONA REG MED CTR	YES	YES		
<u>MURRIETA</u> SHARP HEALTHCARE MURRIETA	YES			
<u>RIVERSIDE</u> MORENO VALLEY CMTY HOSP PARKVIEW CMTY HOSP RIVERSIDE CMTY HOSP	YES YES YES	YES YES YES		
<u>SUN CITY</u> MENIFEE VALLEY MED CTR	YES	YES		
<u>WILDOMAR</u> INLAND VALLEY REG MED CTR	YES	YES		
<b>SAN BERNARDINO COUNTY</b>				
<u>CHINO</u> CHINO VALLEY MED CTR	YES	YES		
<u>LOMA LINDA</u> LOMA LINDA CMTY HOSP LOMA LINDA UNIV MED CTR	YES YES	YES YES		
<u>REDLANDS</u> REDLANDS CMTY HOSP	YES	YES		
<u>SAN BERNARDINO</u> SAN BERNARDINO CMTY HOSP ST BERNARDINE MED CTR	YES	YES YES		
<u>UPLAND</u> SAN ANTONIO CMTY HOSP	YES	YES		
<b>SAN DIEGO COUNTY</b>				
<u>FALLBROOK</u> FALLBROOK HOSP DISTRICT	YES	YES		

NOTE: Ranges are approximate. Please refer to plan brochure for specific details regarding hospital/physician participation.  
Blank spaces indicate the hospitals NOT participating within the network.



D

**OPTIONS Rider  
BENEFIT SUMMARY**

Calendar Year Maximum: \$ ~~1,000~~ **5,000**  
Individual Deductible: \$ 100 (Each covered individual must satisfy this deductible.)

**THIS RIDER INCLUDES COVERAGE FOR PHYSICIAN AND OUTPATIENT SERVICES AS OUTLINED BELOW. INPATIENT SERVICES, MAJOR SURGERY AND MATERNITY CARE ARE EXPRESSLY EXCLUDED. THIS RIDER IS OFFERED ONLY IN CONJUNCTION WITH A CAREAMERICA HMO BENEFIT PLAN.**

COVERED EXPENSES	BENEFIT REIMBURSEMENT
<b>PHYSICIAN SERVICES</b>	
Outpatient services, including: <ul style="list-style-type: none"> <li>• Office visits</li> <li>• Preventive care for children</li> <li>• Minor Surgical Procedures (As defined in #5 of the Limitations and Exclusions section.)</li> <li>• Radiology</li> <li>• Pathology</li> </ul>	80% of charges not to exceed Customary & Reasonable amount
<b>MENTAL OR NERVOUS DISORDERS AND ALCOHOL AND CHEMICAL DEPENDENCY</b>	
Outpatient visits, including: <ul style="list-style-type: none"> <li>• Psychotherapy and counseling</li> <li>• Treatment of alcoholism and chemical dependency</li> </ul>	50% of charges not to exceed Customary & Reasonable amount
<b>ADDITIONAL SERVICES</b>	
<ul style="list-style-type: none"> <li>• Outpatient diagnostic Laboratory and X-Ray</li> <li>• Chiropractic and Podiatric Services</li> </ul>	80% of charges not to exceed Customary & Reasonable amount



# MEDICAL BENEFIT & COST COMPARISON

E

**PRU HEALTHCARE**  
 PLAN K (\$200)  
 Point of Service

**CAREAMERICA**  
 POS 1-\$250 DED  
 Point of Service

## IN-NETWORK

	<u>HMO BENEFITS</u>	<u>PPO BENEFITS</u>	<u>HMO BENEFITS</u>	<u>PPO BENEFITS</u>
Dr. Office Visits	NO DED.-\$10	NO DED.-\$20	NO DED.-\$10	PLAN DED-80%
Hospital Services	NO DED.-100%	\$200 DED- 90%	NO DED.-100%	PLAN DED-80%
RX Benefit	\$5 COPAY	\$5 COPAY	\$10/\$20	\$10/\$20
RX Network	ARGUS	ARGUS	MEDIMPACT MEDCARE	MEDIMPACT MEDCARE
Lab and X-Ray (Out-Patient)	100%	90%	100%	80%
In Patient Physician Fees	100%	90%	100%	80%
Emergency Room	\$50 COPAY -SPEC CONS	AS ANY ILLNESS	\$50 COPAY	AS ANY ILLNESS
Maternity	AS ANY ILLNESS	AS ANY ILLNESS	AS ANY ILLNESS	AS ANY ILLNESS
Adult Physical Exams	\$10 COPAY	\$20 COPAY	\$10 COPAY	NOT COVERED
Deductible - Max. Per Family	NO DEDUCTIBLE	\$200/2.5 AGGREGATE	NO DEDUCTIBLE	\$250/3 SEPARATE
Out of Pocket - Ind., Family	\$2000 INDV/4000 FAM	\$1000 PER INDIVIDUAL	\$1000 INDV/2000 FAM	\$2500 PER INDIVIDUAL
Lifetime Maximum	UNLIMITED	\$2,000,000	UNLIMITED	\$2,000,000

## OUT-OF-NETWORK

	<u>INDEMNITY BENEFITS</u>	<u>INDEMNITY BENEFITS</u>
Dr. Office Co-Ins/Copay	70/30%	60/40%
Hospital Co-Insurance	70/30%	60/40%
Lab and X-Ray (Out-Patient)	70% LTD FEE SCHEDULE	80% LTD FEE SCHEDULE
In Patient Physician Fees	70% LTD FEE SCHEDULE	60% LTD FEE SCHEDULE
Supplemental Accident	AS ANY ILLNESS	AS ANY ILLNESS
Maternity	AS ANY ILLNESS	AS ANY ILLNESS
Adult Physical Exams	NOT COVERED	NOT COVERED
Deductible - Max. Per Family	\$200/2.5 AGGREGATE	\$250/3 SEPARATE
Stop Loss	\$10,000	\$16,667
Out of Pocket - Ind., Family	\$3000 PER INDIVIDUAL	\$6667 PER INDIVIDUAL
Lifetime Maximum	\$2,000,000	\$2,000,000

## ADDITIONAL BENEFITS

Life Insurance	Carrier	<del>PRU HEALTHCARE</del>	CAREAMERICA
	Amount	<del>SEE SCHEDULE \$15,000</del>	\$15,000
Dental	Carrier	NOT REQUESTED	NOT REQUESTED
	Plan Name		
	Annual Deduct., Max		
	Preventive Care Deduct.		
	Co-Insurance		
	Waiting Period		
	Waiting Period Waiver		

## PREMIUMS

Medical - Standard Rate	\$ 2,280	\$ 2,407
- Lowest Rate	\$ 2,052 ( .90)	N/A
- Highest Rate	\$ 2,508 (1.10)	\$ 2,647 (1.10)
Supp.Acc./Emer.Room	INCLUDED	INCLUDED
Maternity	INCLUDED	INCLUDED
RX Benefit	INCLUDED	INCLUDED
Life Insurance	\$ 112	\$ 97
ntal	NOT REQUESTED	NOT REQUESTED
Administration Fee	NONE	\$ 25

NOTE: Please refer to Master Policy for detailed description of Plan Benefits.





# IN-NETWORK MEDICAL BENEFITS

**PRU HEALTHCARE**  
 PLAN K (\$200)  
 # 167514

**CAREAMERICA**  
 POS 1-\$250 DED  
 # 376211

## MEDICAL BENEFITS

	<u>HMO BENEFITS</u>	<u>PPO BENEFITS</u>	<u>HMO BENEFITS</u>	<u>PPO BENEFITS</u>
Name of Network	PRU HEALTHCARE HMO	PRU HEALTHCARE PPO	CARE AMERICA	CARE AMERICA
Dr. Office Visits	NO DED.-\$10	NO DED.-\$20	NO DED.-\$10	PLAN DED-80%
Hospital Services	NO DED.-100%	\$200 DED- 90%	NO DED.-100%	PLAN DED-80%
Lab and X-Ray (Out-patient)	100%	90%	100%	80%
In-Patient Physician Fees	100%	90%	100%	80%
Intensive Care Maximum Rate	100%	90%	100%	80%
Chiropractic Benefit	NOT COVERED	90% MAX \$250 PER YR	NOT COVERED	80% MAX \$1000 PER YEAR

## MENTAL/NERVOUS

Doctor Fees	\$10-MAX 30 VISITS/YR	50%-MAX \$50/VISIT MAX \$1500/YR	\$25 COPAY MAX 20 VISITS PER YR	50% TO \$50/VISIT MAX 30 VISITS PER YR
Hospital Fees	80%-1ST 15 DAYS/60% NEXT 15-MAX 30/YRR	50%-MAX 30 DAYS/YR MAX 90 DAYS/LIFETIME	NOT COVERED	50%
Lifetime Maximum	\$50,000 COMBINED BENEFIT W/DRUG	\$50,000 COMBINED BENEFIT W/DRUG	LIMITED TO DR FEES (SEE ABOVE)	\$5,000 PER YEAR \$15,000 LIFETIME

## DRUG/ALCOHOL

Doctor Fees	COMBINED BENEFIT W/MENTAL & NERVOUS	COMBINED BENEFIT W/MENTAL & NERVOUS	\$10 COPAY-DETOX ONLY	COMBINED WITH MENT/NERV-DETOX ONLY
Hospital Fees	COMBINED BENEFIT W/MENTAL & NERVOUS	COMBINED BENEFIT W/MENTAL & NERVOUS	100% DETOX ONLY	COMBINED WITH MENT/NERV-DETOX ONLY

## MISCELLANEOUS BENEFITS

Pre-Admission Testing	100%	90%	100%	80%
2nd Surgical Opinion	\$10 COPAY	\$20 COPAY	\$10 COPAY	80%
Out-Patient Surgery	100%	90%	100%	80%
Pre-Certification	NOT REQUIRED	REQ'D OR BENEFITS REDUCE BY 20%	NOT REQ'D	REQ'D OR ADD'L \$500 & 50% CO-INS
Home Health Care	100%	90% MAX 100 VISITS/YR	\$10 COPAY	80% LTD FEE SCHEDULE 100 VISITS PER YR
Hospice Care	100% MAX \$7400 PER PERIOD	90% MAX \$7400 PER PERIOD	100%	80% LTD FEE SCHEDULE \$6000 LIFETIME
Skilled Nursing Facility	100% MAX 100 DAYS/PERIOD	90% MAX 60 DAYS/PERIOD	100%	80% TO \$250 PER DAY MAX 60 DAYS PER YR
Ambulance	100%	90%	\$50 COPAY PER TRIP	80% LTD FEE SCHEDULE

NOTE: Please refer to the Certificate of Coverage Booklet for a detailed description of Plan Benefits.



# OUT-OF-NETWORK MEDICAL BENEFITS

<b>PRU HEALTHCARE</b> PLAN K (\$200) # 167514	<b>CAREAMERICA</b> POS 1-\$250 DED # 376211
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## MEDICAL BENEFITS

Dr. Office Visits	70/30%	60/40%
Hospital Services	70/30%	60/40%
Lab and X-Ray (Outpatient)	70% LTD FEE SCHEDULE	80% LTD FEE SCHEDULE
In-Patient Physician Fees	70% LTD FEE SCHEDULE	60% LTD FEE SCHEDULE
Intensive Care Maximum Rate	70% LTD FEE SCHEDULE	60% LTD FEE SCHEDULE
Chiropractic Benefit	70% LTD FEE SCHEDULE MAX \$250 PER YEAR	60% LTD FEE SCHEDULE MAX \$1000 PER YEAR

## MENTAL/NERVOUS

Doctor Fees	50% LTD FEE SCHEDULE MAX 30 VISITS/YR	50% TO \$25 PER VISIT MAX 30 VISITS PER YR
Hospital Fees	50% LFS-30 DAYS/YR MAX 90 DAYS/LIFETIME	50% TO \$125/VISIT
Lifetime Maximum	\$50,000 COMBINED BENEFIT W/DRUG	\$5,000 PER YEAR \$15,000 LIFETIME

## DRUG/ALCOHOL

Doctor Fees	COMBINED BENEFIT W/MENTAL & NERVOUS	COMBINED WITH MENT/NERV-DETOX ONLY
Hospital Fees	COMBINED BENEFIT W/MENTAL & NERVOUS	COMBINED WITH MENT/NERV-DETOX ONLY

## MISCELLANEOUS BENEFITS

Pre-Admission Testing	70% LTD FEE SCHEDULE	60% LTD FEE SCHEDULE
2nd Surgical Opinion	70% LTD FEE SCHEDULE	60% LTD FEE SCHEDULE
Out-Patient Surgery	70% LTD FEE SCHEDULE	60% LTD FEE SCHEDULE
Utilization Review	REQ'D OR BENEFITS REDUCE BY 20%	REQ'D OR ADD'L \$500 & 50% CO-INS
Home Health Care	80% LTD FEE SCHEDULE MAX 100 VISITS/YR	80% LTD FEE SCHEDULE 100 VISITS PER YR
Hospice Care	70% LTD FEE SCHEDULE MAX \$7400 PER PERIOD	80% LTD FEE SCHEDULE \$6000 LIFETIME
Skilled Nursing Facility	70% LTD FEE SCHEDULE MAX 60 DAYS/PERIOD	80% TO \$250 PER DAY MAX 60 DAYS PER YEAR
Ambulance	70% LTD FEE SCHEDULE	80% LTD FEE SCHEDULE

NOTE: Please refer to the Certificate of Coverage Booklet for a detailed description of Plan Benefits.



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**PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES**

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**TO:** Library Board of Trustees  
**FROM:** Elizabeth D. Minter, Library Director *Edm*  
**SUBJECT:** Request from Placentia Historical Committee to participate in the California Sesquicentennial Celebration activities  
**DATE:** February 17, 1998

**BACKGROUND**

Attachment A is a letter from the Placentia Historical Committee requesting the Library's participation in Placentia's activities relating to the California Sesquicentennial from 1998 through 2000.

If the Board decided to participate it will need to appoint a representative.

**RECOMMENDATION**

Determine whether to participate and, if yes, appoint a representative.





# Placentia Historical Committee

Agenda Item 33  
Attachment 7



January 16, 1998

Ms. Elizabeth Minter  
Director  
Placentia Library District  
411 East Chapman Avenue  
Placentia, California 92870

Dear Ms. Minter:

California is celebrating its Sesquicentennial from 1998 through the year 2000 and the Placentia Historical Committee proposes to actively support this event.

The Historical Committee finds this concept especially exciting because it enables all segments of the community to participate in this celebration. Examples of this participation include, but not limited to:

- Coloring contests for pre-schoolers
- Poster design contests for school children grades K-12
- Design contest for creation of new Placentia orange crate label

**We are inviting your organization to participate in this event with us.** There are a number of ways in which you will be able to become part of the activities. However, we are initially seeking individuals from major community organizations to become active representatives on the committee.

**Please complete the attached form and mail to: City of Placentia, attn: Placentia Historical Committee, Development Services, 401 E. Chapman Avenue, Placentia, CA 92870 by February 15, 1998.**

Your representative will be contacted to attend to the kickoff meeting:

Thursday, February 26, 1998 at 7:00 P.M.  
Caucus Room (City Hall)  
401 E. Chapman Avenue, Placentia, CA 92870

If you have any questions or need additional information, please contact me at (714) 996-4186, or Adrienne Gladson, City Liaison, at (714) 993-8124. Thank you for taking the time and interest to respond to this request.

Sincerely,

*Donna Bass (pv)*

Donna G. Bass, Committee Chairperson  
Placentia Project for the California Sesquicentennial

**CALIFORNIA**  
**SESQUICENTENNIAL**  
**1998 - 2000**

To: City of Placentia  
Attention: Placentia Historical Committee (Donna Bass/Adrienne Gladson)  
401 East Chapman Avenue  
Placentia, CA 92870

From: \_\_\_\_\_  
(Organization Name)

\_\_\_\_\_  
(Mailing Address)

\_\_\_\_\_  
(Daytime Phone)

\_\_\_\_\_ The following individual has been chosen to be our representative to the Placentia  
Historical Committee's activities for the California Sesquicentennial Event:

\_\_\_\_\_  
(Representative's Name)

\_\_\_\_\_  
(Mailing Address)

\_\_\_\_\_  
(Daytime Phone)

\_\_\_\_\_ Our organization has chosen not to participate in this event.



TO: Elizabeth Minter, Library Director  
 FROM: Suad Ammar, Principal Librarian *SA*  
 DATE: February 17, 1998  
 SUBJECT: **Program Committee Report for the Month of January 1998**

PLACENTIA LIBRARY DISTRICT		
PROGRAM STATISTICS		
DEPARTMENT	JANUARY 1998	
	# of Programs	#of Attendees
<i>LITERACY SERVICES</i>		
Tutor Training	2	10
Citizenship Exam	1	21
<i>CHILDREN'S SERVICES</i>		
Martin Luther King Jr. Program	1	7
Storytimes 2-3 year old	4	76
Storytimes 4-6 year old	4	32
Lapsits	4	44
Class Visits & Library Tours	51	33



TO: Elizabeth Minter, Library Director  
 FROM: Cyrise Smith, Children's Librarian *CMS*  
 DATE: February 17, 1998  
 SUBJECT: January activities in the Children's Department

**Programming-** Storytimes began again in January. There were a total of 12 programs this month with 87 children and 65 adults attending. As shown in the program committee report, the breakdown per storytime is as follows:

TYPE OF PROGRAM	NUMER OF PROGRAMS	TOTAL ATTENDANCE
Lapsits for under 2 years	4	24 children / 20 adults
2 – 3 year old storytimes	4	39 children / 37 adults
4 – 6 year old storytimes	4	24 children / 8 adults
<b>TOTALS</b>	<b>12</b>	<b>87 children / 65 adults</b>

**Class visits-** Class visits from local schools continued. 4 classes visited the library this month, with a total of 28 children using the library and it's services.

**School/Community Outreach-**The Children's Librarian attended another parent literacy night at Morse Elementary school. The librarian created a bibliography on children's poetry, had a book display, spoke briefly on the topic and on library programs, and was available for questions.

**Other Programs-** The In-N-Out Burger reading program "Feed Your Imagination" began on January 12<sup>th</sup>. This program encourages children to read by awarding a burger, fries, and drink for each set of 5 books read, up to 3 sets of five. By the end of January, approximately 150 children had registered for the program.

**Summer Reading Program-** For the past two years Wells Fargo Bank has sponsored the Summer Reading Program (SRP) for participating libraries in the Southern California area. Last year the Wells Fargo Foundation granted \$105,000.00 for the 1997 Summer Reading Program. The Wells Fargo Foundation funded a similar amount for the 1996 SRP. These amounts went a long way towards defraying the costs of original artwork, materials, reproduction, distribution and personnel incurred in the operation of a Summer Reading Program encompassing over 450 library sites.

Unfortunately, Wells Fargo Bank will not be sponsoring the Summer Reading Program this year. While the SLS, MCLS, and SERRA library systems attempted to locate other sponsors, efforts were unsuccessful. In response to this, the SLS Committee voted \$10,000.00 to cover the costs of artwork, booklogs, and posters for SLS members.

All other materials such as bookmarks, bookbags, award certificates, tee shirts, etc. will have to be paid for by participating libraries. It is hoped that other sponsors will be located in time to fund the SRP program for 1999.



TO: Elizabeth Minter, Library Director  
FROM: Cheryl Willauer, Library Assistant  
DATE: February 17, 1998  
SUBJECT: **Publicity materials produced for January 1998**

**Information on the Placentia Library cable channel #53:**

1. Placentia Library Trustees.
2. Library Hours.
3. Friends of Placentia Library Author's Brunch
4. Afghan for sale at Circulation Desk.
5. Literacy asking for volunteers to take the tutor training program.
6. Placentia Library Literacy Services offering INS-approved citizenship examination.
7. Friends of Placentia Library bookstore and on going sale in lobby.
8. Storytimes and lapsit programs for children.
9. Holiday closing.
10. Asking for ConAgra Employees to contact Library

**Newspaper articles published:**

1. Family Multicultural Celebration at Library.
2. Literacy tutor training being held at Library.
3. Storytime for children ages 4 to 6.
4. Storytime for children ages 2 to 3.
5. Understanding Living Trusts Seminar at Library.
6. Gold Rush Is Focus of New Reading Group.
7. City of Placentia Resume.
8. New Aliso Viejo Library to Open.

**pacific clippings**

post office box 11789  
santa ana, calif. 92711

Placentia News  
Weekly JAN 15 1998

**Family Multicultural  
Celebration at library**

<sup>332</sup>  
The Placentia Public Library invites families to a Family Multicultural Celebration at 1 p.m. Monday at the Placentia Library, 411 E. Chapman Ave.

The event is being held in celebration of Martin Luther King's Day. African-American songs, folk tales and skits will be performed for children and their families. For more information, call 528-1906.

**pacific clippings**

post office box 11789  
santa ana, calif. 92711

Placentia News  
Weekly JAN 22 1998

**Literacy Tutor Training** at 6 p.m. at the library, 411 E. Chapman Ave. Call 528-1906.

**pacific clippings**

post office box 11789  
santa ana, calif. 92711

Los Angeles Times  
OC Edition  
Daily JAN 23 1998

**PLACENTIA**

**Gold Rush Is Focus  
of New Reading Group**

<sup>332</sup>  
A reading and discussion group for residents, beginning next month at the Placentia Library, will focus on the California Gold Rush era.

The group will explore selected passages from "Gold Rush: A Literary Exploration," a new anthology containing more than 100 selections.

Wendy Elliott, an instructor at Cal State Fullerton, will lead the four free discussion sessions. The Tuesday sessions will take place at the library, 411 E. Chapman Ave., at 7 p.m. on Feb. 10, March 3 and 24, and April 14.

The group is being funded by the California Council for the Humanities.

In addition, group members will be encouraged to help plan city activities, including the 75th anniversary of Placentia in 2001.

Information and reservations: Suad Ammar, principal librarian, (714) 528-1906, ext. 207.

—DEBRA CANO

**pacific clippings**

post office box 11789  
santa ana, calif. 92711

Placentia News  
Weekly JAN 29 1998

<sup>332</sup>  
**Storytime for children ages 4 to 6** meets at 6:30 p.m. at the Placentia Library, 411 E. Chapman Ave. Call 528-1906.

**pacific clippings**

post office box 11789  
santa ana, calif. 92711

Placentia News  
Weekly JAN 22 1998

**WEDNESDAY**<sup>332</sup>

**Storytime for children ages 2 to 3** meets at 7 p.m. at the Placentia Public Library, 411 E. Chapman Ave. Call 528-1906.

**pacific clippings**

post office box 11789  
santa ana, calif. 92711

Los Angeles Times  
OC Edition  
Daily JAN 12 1998

TUESDAY<sup>332</sup>  
JAN.

**13**

**Understanding Living Trusts**

Sponsor/Group: Attorney Scott A. Bourdelais  
Where: Placentia Library, 411 E. Chapman Ave.

Time: 7 p.m.

Admission: Free

Information/Reservations: (714) 541-9569

**pacific clippings**  
post office box 11789  
santa ana, calif. 92711

Los Angeles Times  
OC Edition  
Daily

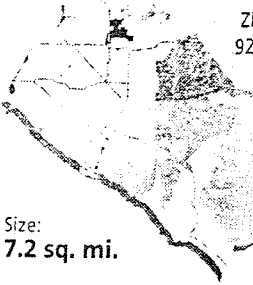
### CITY RESUME

#### STATISTICS

Population	45,339*
Median income	\$50,945
People under age 18	26%
Percent unmarried	33%

\* 1995 estimate  
Some data from 1990 Census

### PLACENTIA



ZIP code: 92870, 71

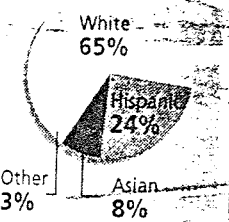
Size: 7.2 sq. mi.

#### HOUSING

Median home value	\$252,800
Average rent	\$804
Housing units	14,370
Housing vacancy	2.61%
People per household	3.22

2.91 countywide

#### DEMOGRAPHICS



#### BUSINESSES\*

Total	630
Total as a percent of county	0.8%
Total employed	11,302
Employed as a percent of total county	1.0%

#### TOP THREE MAJOR BUSINESS ACTIVITIES

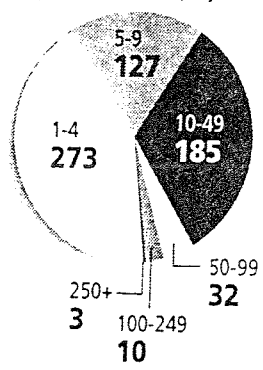
	No. of firms	Percent
Retail trade	136	21.6%
Services: Hotels, personal, business	103	16.3
Wholesale trade	97	15.4

#### FIRM TYPE

Single location	441
Headquarters	43
Franchises	23
Divisions	12
Branches	111

#### FIRM SIZE

By number of employees



#### TAXABLE SALES

\$308 million in 1996, up 11 percent from 1995.

#### BUSINESS LICENSE FEES

For a new retail, wholesale or service business license, the flat fee is \$33, good until the end of the calendar year. For general contractors, it's \$105; subcontractors, \$60, both good for a 12-month period. For professional businesses, the fee is \$60 per professional, \$13 per nonprofessional in the company and good for the fiscal year (July 1 to June 30).

#### SPECIAL BUSINESS AREAS

For retail areas you'll find

- Placida Santa Fe, at Santa Fe Street and Bradford Avenue.
- There are some major retail centers along Yorba Linda Boulevard.

Industrial areas can be found in southern Placentia.

#### ITEMS OF INTEREST

Early Spanish settlers called the area "peor que nada," meaning "worse than nothing." The word "Placentia" could be a derivative of a Spanish word meaning "pleasure" or "pleasant." The city says the name means "pleasant place." The city hosts its annual Festival of Arts and Cultures Street Faire in August and Heritage Days Festival and Parade in October.

#### TELEPHONE

<b>City Hall:</b> 401 E. Chapman Ave. ....	993-8117
<b>Chamber of Commerce:</b> 201 E. Yorba Linda Blvd., Suite C ....	528-1873
<b>Telephone:</b> Pacific Bell .....	(800) 750-2355
<b>Electricity:</b> So. California Edison Co. ....	(800) 655-4555
<b>Gas:</b> So. California Gas Co. ....	(800) 427-2000
<b>Water:</b> So. California Water Co. ....	528-1462
Yorba Linda Water District .....	777-3018
<b>Trash:</b> Placentia Disposal .....	238-3300

Compiled by Melodie Nyman Posada.  
Some business data provided by Inside Prospects, Newport Beach, 660-7777.

Note: Area code is 714 unless otherwise stated.

post office box 11789  
santa ana, calif. 92711

The Register  
Daily  
332 JAN 30 1998

# NO HUSH IN ALISO VIEJO OVER LIBRARY

By KEITH SHARON  
The Orange County Register

**A**liso Viejo has a new \$7 million cinder-block center of town. After 15 years of discussions, target dates and almos, the Aliso Viejo Library is set to open Saturday. It's the first civic building to bear the community's name.

The library, located at the corner of Journey and Pacific Park Drive, is anchored by a 40-foot-tall granite clock tower, already the community's signature landmark.

Opening the library "will solidify the concept that we're here, we've arrived as a community," said Carmen Vali, co-chair of Cityhood 2000, the community's incorporation drive.

And if cityhood — which com-

## COMMUNITY: The new branch — opening Saturday — gives residents a civic boost.

munity activists hope will be on the ballot in 1999 — is to happen, its down-the-stretch effort could be launched in the new library's community room. A town meeting is scheduled for Feb. 11.

Head librarian Carin Sung said she hopes to see many more meetings, discussions and conversations than hushed tones in her new library.

"The library isn't a quiet place anymore," she said. "It's not just a warehouse for books. People should be able to discuss things."

The library has a quiet room for people who don't want to hear chatter.

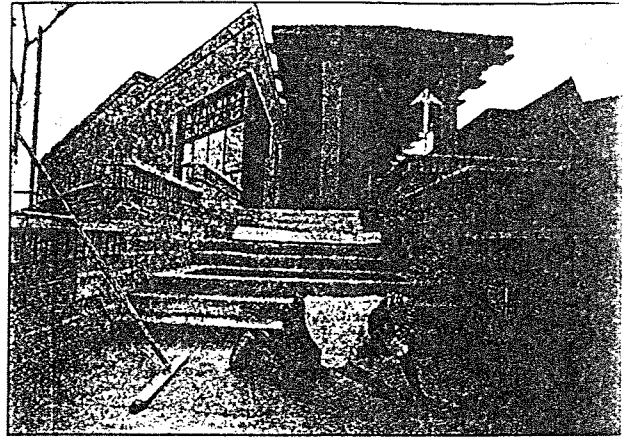
The 21,500-square-foot library features about 80,000 new and used books, reading lounges, a children's terrace and patio, 33 computer terminals and a used-book store. A coffee shop is built but still needs a vendor to operate it.

One of the largest audio-book collections in the county — 1,200 titles — will be offered. Patrons also will be able to use automated checkout rather than wait at the counter.

This community of about 29,000 residents — expected to grow to about 48,000 by 2005 — has embraced the library. Sung already has issued about 10,000 library cards.

A library has been planned for the area since 1979, when the county approved the Mission Viejo Co.'s development of a

Please see LIBRARY Page 2



CHRIS CARLSON/The Orange County Register

**FINISHING TOUCHES:** Kevin Grimshaw of Newport Beach works on the front steps of the Aliso Viejo Library, the first civic building to bear the community's name. It opens Saturday.

## Opening set for Saturday

FROM 1  
6,600-acre community.

The first homeowners didn't move to Aliso Viejo until 1982. Still, there was no real sense of community. The U.S. Postal Service did not recognize Aliso Viejo as a mailing address until 1988.

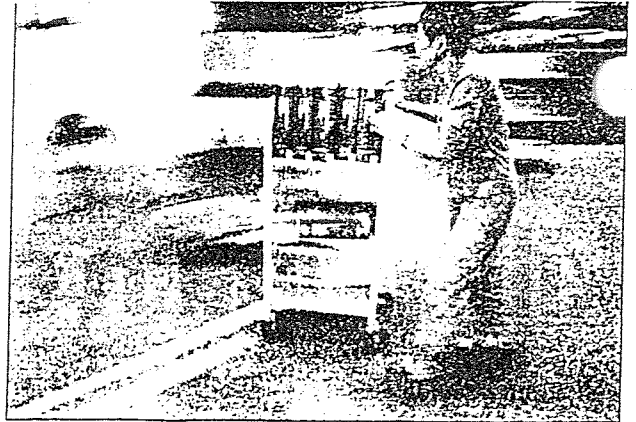
In December 1990, the first Aliso Viejo signs went up.

And now, the library.

"Everybody is drooling, waiting to get in there," said Friends of the Library President Marshall Schlom.

Opening ceremonies are scheduled to begin at 1 p.m. Saturday and will feature music, storytelling and guest appearances by county Supervisor Tom Wilson, local mayors and county Librarian John Adams. The library is one of 27 in the Orange County Library system.

The project was paid for with



CHRIS CARLSON/The Orange County Register

**SHELF LIFE:** Staff member Eloise Lau rushes to get Aliso Viejo Library ready for Saturday's opening. The library will house about 80,000 books, 1,200 audio books, 33 computer terminals and other amenities.

Mello-Roos taxes that residents and area businesses pay.

"If we had to pay taxes," said JoAnn Blik, an Aliso Viejo resi-

dent for more than three years. "We were thrilled to know they would be coming back to the community in the form of this library."



TO: Elizabeth Minter, Library Director  
FROM: Katie Matas, Literacy Coordinator *KLM*  
DATE: February 17, 1998  
SUBJECT: **Placentia Library Literacy Services Report for the month of January**

**Program Statistics**

Active tutors: 50  
Active students: 56  
Students waiting to be matched: 14  
Percentage of tutors reporting (January hours): 90%  
Tutoring hours reported: 191  
Other volunteer hours reported: 110  
Total volunteer hours: 301

**Citizenship Exam.** The citizenship exam was administered Saturday, January 24, 1998. Twenty-one people took the exam. The next exam is scheduled for Saturday, February 21, 1998.

**Southern California Library Literacy Network (SCLLN).** The January 8, 1998 meeting of SCLLN was held in Santa Fe Springs and was attended by Board President Dinsmore and Literacy Coordinator Matas. A short training on the OTAN communication software was presented.

**Tutor Training.** A 15-hour tutor training workshop began January 20, 1998. The workshop will conclude in mid-February with the new tutors being matched with waiting students.

**Other Networking Activities.** Literacy Coordinator Matas represented PLLS at the Placentia Community Network and at the California State University, Fullerton internship meeting for host agencies.



SAFETY COMMITTEE MEETING  
JANUARY 21, 1998  
MINUTES

I. Call to Order: 3:15 P.M.

II. Members Attending: Jerry Conn  
Katie Matas  
Cindy McClain  
Esther Guzman

III. Old Business

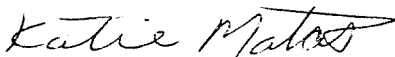
IV. New Business

1. Jerry Conn and Katie Matas will attend the Special District Risk Management Authority workshop in Ontario on February 18, 1998.

2. The vendacard machine was moved closer to the check-out desk, and the electrical wires were properly covered.

The next meeting will be February 25, 1998 at 3:15 P.M.

Respectfully submitted,



Katie Matas

