TO: Elizabeth Minter, Library Director

FROM: Gary Bell, Librarian GB

DATE: December 18 , 2006

SUBJECT: History Room report for November

History Room visitors in November: fiscal year 2005-2006: 3
History Room visitors in November: fiscal year 2004-2005: 2

Placentia Library hosted the November meeting of the Heritage Coordinating Council on November 7th. Attendees included representatives from Orange Public Library ,Center for Oral and Public History, CSUF, Chapman University, Fullerton Public Library, CSU Archives and Special Collections, Heritage House, Fullerton Arboretum, the Modjeska Home, the Orange County Historical Society, the Orange County Agricultural Museum and Nikkei Heritage Museum ,Bryant Ranch and the Nixon Library.

On January 17th there will be a meeting of the History Room Advisory Committee to set goals and plan activities for 2007.

The digitization project with the California State Library has progressed now to the completion of metadata for one hundred and eighty one pictures. The completed data for the two hundred selected pictures will be finished in January.

We are continuing to create reference numbers for the photographic negatives of the Placentia Courier.

Newspaper clippings continue to be filed from the Placentia News Times, as well as other articles and materials .Digitized local newspapers will eventually be available on the Library's website

Many books were ordered and added to the History Room's California collection.

A scrapbook was donated from a student at El Dorado High School.

Photographs for Arcadia Publishing's book on early Placentia have now been sent to the publisher. The book will be available for purchase in the spring of 2007.

Placentia Library District

TO: Elizabeth Minter, Library Director

FROM: Vernon Napier, Technical Services Manager

DATE: December 13, 2006

SUBJECT: Website report for November, 2006

On line reference resources

Usage statistics for	May '06	Jun '06	Jul '06	Aug '06	Sept '06	Oct '06	Nov "06
Grolier Online	9	4	8	5	6	11	7
Encyclopedia Americana	1	0	2	1	0	0	0
La Nueva Enciclopedia Cumbre	0	1	0	0	0	0	0
America the Beautiful	0	0	0	0	0	0	0
Lands and People	3	0	0	0	0	0	0
General Reference Center	78	82	94	39	111	104	99
Opposing Viewpoints	334	43	50	32	92	62	27
Newsbank -Newspaper search	13	30	25	6	23	8	52
Newsbank -Magazine search	0	0	0	0	0	0	2
L.A Times	35	7	2	0	0	6	9
N.Y. Times	20	1	2	0	1	1	4
Wall Street Journal	13	0	0	47	218	381	6
Heritage Quest	866	1320	1673	1308	1966	6120	8363
Learning Express (Learn a test)	5	3	3	5	1	2	2
Novelist	127	4	44	0	0	175	1
Tumblebooks	12	177	69	81	252	139	421
MorningStar	-	-	-	-	135	4	15

Placentia Library District

Library Website Traffic									
									Monthly
	May '06	June '06	July '06	Aug '06	Sep '06	Oct '06	Nov '07	Y-T-D	Average
Unique visitors	1,589	1,822	1,865	1,910	1,832	2,035	2,032	13,085	1,804
Number of visits	2,555	2,966	2,987	3,135	3,062	3,469	3,441	21,615	2,941
(visits per visitor)	1.60	1.62	1.60	1.64	1.67	1.70	1.69		1.63
Pages visited	15,949	15,091	16,047	15,571	18,913	23,774	22,888	128,233	16,314
(pages per visit)	6.24	5.08	5.37	4.96	6.17	6.85	6.65		5.90
Pages most viewed									
Application for library card	96	69	40	46	0	0		251	42
Borrowing library materials	127	136	116	538	122	216	157	1412	202
Calendar	290	298	228	408	252	187	125	1788	255
Catalog	2,118	502	662	673	628	820	1,119	6522	932
Community links	63	70	75	85	53	71	55	472	67
Contact Us	150	122	108	140	108	150	207	985	141
Frequently Asked Questions	298	223	255	313	266	265	189	1809	258
Home page	10,582	10,915	12,657	11,394	14,827	18,988	18,073	97436	13919
Kids page	109	233	111	191	277	155	238	1314	188
Literacy services	66	57	71	106	70	122	72	564	81
Passport applications	256	214	197	205	182	241	175	1470	210
Photos (pick of the pics)	n/a	n/a	n/a	126	141	173	135	575	144
Searching for information	337	332	385	37	474	543	642	2750	393

Placentia Library District

TO: Elizabeth Minter, Library Director

FROM: Vernon Napier, Technical Services Manager

DATE: December 13, 2006

SUBJECT: Technology Report for November, 2006

- The second batch of 50 historical photographs has been packaged and shipped off.
- Aquabrowser should be up and running by the time of our Board meeting.
- Took delivery of 6 new PCs purchased with funds provided by the Bill & Melinda Gates Foundation.
- Participated in the installation of eCommerce and Point of Sale systems. Also upgraded the PC Reservation and Print Release software.
- Met with the California Newspaper Project staff to discuss alternative methods of digitizing our holdings of the Placentia Courier.

Toby Silberfarb

Job titles: English Language Literacy Intensive English coordinator, Families for Literacy coordinator, assistant literacy coordinator

Organization: Placentia Library District

Telephone: 714-528-8236, ext. 213

Residence: Yorba Linda

Age: 59

Salary Range: $30,000-$60,000

Describe your job: I review applications for people who want to volunteer and people who want to receive services – both adults and children. I match people who want to volunteer and people who want to receive services. I help the literacy coordinator with programs and some grant writing. I coordinate the English Language Literacy Intensive English program. We have three tutors. We also have a program where a parent and a preschool child can each receive tutoring.

Your background: I was born and raised in New York City. My undergraduate work was done at a branch of the City College of New York. I have two master's degrees from Arizona State University. One is in elementary education and English as a second language and the second is in education administration. In Phoenix I taught English as a second language for 15 years. I taught in New York City as well.

Your typical day: First I check my phone and e-mail messages and see if any applications have come in. I'm responsible for several reports to the state library. Keeping up with the paperwork is a chore. At 2:30 p.m. to 3 p.m., we start getting an influx of people that lasts until 7 p.m.

I record who served in the Homework Club, a homework assistance program that is available to all K through 12 students. We have families who are Homework Club groupies.

Best thing about the job: I get to use everything that I learned in college or graduate school in one position. That really is what makes this a dream job. I get to use my Spanish, I get to use my teaching skills, I get to develop curriculum.

Biggest challenge: Matching students with tutors and making sure that the people who receive services communicate with the tutors. We want to make sure that the relationships are continuing.

How many hours a week? About 40.

Advice for someone interested in a job like yours: Be very flexible. Be willing to learn from the people with whom you work – even the high school kids – and be prepared for anything. Keep smiling and have fun with it.

What motivates you to do your best? A year and a half ago, a woman came in with three boys behind her, and the boys were walking like Cro-Magnon men – all hunched over, no self-esteem.

She had been ripped off by a professional tutor. I told her we would get the boys signed up for a program.

By the time the boys were here a couple of months, they were walking straight, shaking hands with people and smiling – they were like different boys.

– Adam Townsend

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Placentia News
Weekly NOV 0 2 2006

Christmas donations

Placentia Human Services is signing up low-income families through Nov. 30 to receive Christmas baskets through the Christmas Clearing Bureau.

The distribution date is Dec. 19. Donations of new toys and money can be dropped off at City Hall, the Police Department or the Placentia Library.

Local businesses to be announced later will also serve as drop-off locations. For more information, call 714-986-2838.

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Placentia News
Weekly
NOV - 9 2006

Book sale

The Friends of Placentia Library are hosting a used book sale from 1 p.m. to 4 p.m. Sunday, Nov. 13 at the Placentia Library. The books will be on sale at 10 percent of their original cost, or less. Fiction, non-fiction, adults' and children's books will be on sale both near the front of the library and near the library's back door.

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Los Angeles Times
OC Edition
Daily NOV - 9 2006

Placentia
City Council

100% punch market	Nov. 3	
Joe Aguirre	6,870	39
Craig Scott	5,784	33
John G. Hoover	3,671	21
clerk		
Total Votes	8,063	100

Today

Kid fun: A Bowers Museum docent speaks on "Tibet! An Introduction to Shangri-La," a slideshow providing an overview of the ancient culture. 7 p.m. Free. Placentia Library, 411 E. Chapman Ave. (714) 528-1906, Ext. 209.

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O.C. Post Daily NOV 0 8 2006

Financial problems brought to light

PLACENTIA • The city has a $5.2 million budget deficit, Finance Director Terrence Beaman reported to the City Council on Tuesday.

Previously, the city's general fund was thought to have $11.2 million in unbudgeted funds.

The deficit resulted from the city's ill-fated OnTrac train project. It was aimed at cutting traffic congestion.

Officials have known for more than a year that the city would have to absorb loans to OnTrac.

But how the losses would affect the city's annual budget didn't come to light until Beaman's report.

Overall, the city has racked up $23 million in debt, which will take years of cuts to city services to pay.

Bob Dominguez, the city administrator, suggested increasing fees for services and deferring some projects and purchases. > OC POST

A freight train rolls through downtown Placentia at the Bradford Avenue crossing. Placentia loaned $10.8 million to the OnTrac railroad project. > OC POST

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The Register Daily NOV - 8 2006

Financial problems brought to light

Placentia report on failed rail project reveals city faces unexpected deficit.

BY SUSHMA SUBRAMANIAN
THE ORANGE COUNTY REGISTER

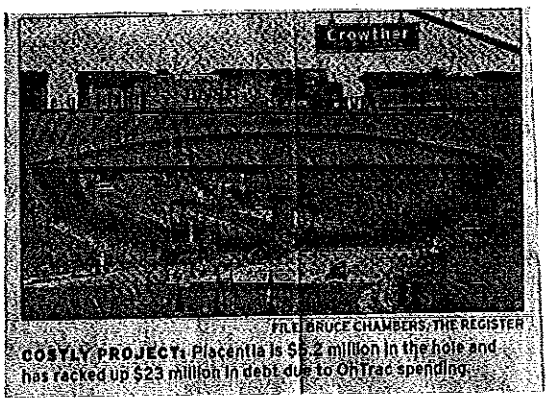
PLACENTIA • The city will fall $2.7 million short of its expected budget this fiscal year, as City Council members begin cutting losses on an ill-fated railroad project that left the town suffering financially.

For years, the cash-strapped city knew it stood to lose millions because of the project, called OnTrac, which aimed to sink railroad tracks underground to relieve traffic congestion.

Placentia officials have known for more than a year that the city would have to absorb loans to OnTrac, which ran into major financial problems.

But how the losses would affect the city's annual budget didn't come to light until Tuesday's meeting, when Finance

SEE REPORT • PAGE 2



FILE BRUCE CHAMBERS, THE REGISTER

COSTLY PROJECT: Placentia is $5.2 million in the hole and has racked up $23 million in debt due to OnTrac spending.

REPORT

FROM PAGE 1

Director Terrence Beaman made his report to the council.

The city's general fund, which was believed to have $11.2 million in unbudgeted funds, is instead showing a $9.2 million deficit.

Overall, the city has racked up $28 million in debt – which will take several years of cuts to city services to pay off.

City-hired auditors had failed to present a clear picture of the city's financial woes, some council members said Tuesday.

"At some point, do you call it incompetence that you have a situation where they've led us down a rosy path when that wasn't the case?" Mayor Scott Brady said.

City officials plan to cut services to make ends meet in the budget. For example, they might be slow at filling potholes on city streets or filling City Hall positions.

Bob Dominguez, the city administrator, also suggests the city raise fees for city services and defer some yet-to-be determined capital improvement projects and equipment purchases. They might consider having city employees maintain the parks instead of contracted employees.

There was good news Tuesday. Beaman's three-month study into OnTrac finances also uncovered several mistakes in the city's financial books, including one entry that double-charged a $6 million payment so the city's loan to OnTrac ended up being $10.8 million instead.

"That should not happen," Beaman said. "It is a human mistake."

A follow-up study session on the city's finances will be held Nov. 21.

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Placentia News Weekly NOV 16 2005

Assemblyman blasts lack of OnTrac oversight

CalTrans' denial of a request for an audit of OnTrac spending was one example of the agency's lapses, Todd Spitzer said.

BY SUSHMA SUBRAMANIAN
PLACENTIA NEWS-TIMES

Assemblyman Todd Spitzer said Tuesday that CalTrans should have audited Placentia's finances in 2004, when he and County Supervisor Chris Norby asked the agency to investigate how the city spent $14.8 million in state funds.

Former CalTrans Director Tony Harris rejected the request.

"One bureaucrat axes it and it doesn't get done," Spitzer said. "OnTrac is a good example of when, despite a lot of screaming, CalTrans didn't pay attention."

The comments were part of a public hearing about why highway officials failed to keep decades of promises to become better landlords, sell unused land and improve tracking of the agency's properties.

Spitzer spoke about what he found in six hours of looking through OnTrac documents at CalTrans, including correspondence between the agency and former public works director Chris Becker about the city's financial troubles.

He said he found documents showing that CalTrans had found Placentia was overstating values for properties it purchased for the Melrose Street and Placentia Avenue underpass projects, reporting the purchase price, rather than the assessed value, as the state requires.

He cited it as an example of CalTrans managing its portfolio "responsibly," although he challenged the agency to fix its practices of holding onto land and then neglecting it.

In one case, the city said a property was worth $1.3 million when it was assessed at $645,000, he said.

CalTrans has been auditing for a year grant money the city received, including the $28 million for the Melrose Street underpass and smaller street repaving projects, city spokesman Matt Reynolds said.

"We're complying with it, and should they find any discrepancies, we're very willing to make changes based on their findings on mistakes made in the past," Reynolds said.

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Placentia News
Weekly NOV 1 6 2006

Watchdogs or puppets?

CRAIG GREEN
GUEST COLUMN

When citizens go to the polls we vote for individuals that we fully expect to maintain the public trust, do what is right for the city, share thoughts on issues and, at the same time, do the right thing, regardless.

When someone is elected to a key position such as City Treasurer or City Council I would fully expect that individual to do the job for which they were elected and for which the City Charter provides guidance.

To have someone elected to office that decides, or is pressured, to believe they are merely a figurehead, or that they are only there to do the bidding of someone else, and then proceeds to do what appears to be little, if anything, for the citizens that voted him or her into office is nothing short of disgraceful.

Based on the continuing flow of revelations from City Hall these days, it appears that among others, our current City Treasurer, Lee Castner, and ex-City Councilwoman Judy Dickinson have continually been on the forefront of misinformation, finger pointing and supporting those who appear to have been deceiving Placentia officials, staff and citizens for years.

Even with years of being presented with evidence at City Council meetings that all was not well with city finances or various projects, these two have continued to rally their dwindling line of supporters with cries of "Chicken Little."

Well, those chickens are now coming home to roost and it makes me wonder what they are thinking now, or have they ever really thought about anything?

Did Mrs. Dickinson run for City Council only to provide Scott Brady with another vote on council and to do his bidding?

I will have to leave that question to the readers of her monthly columns, as they compare her whining to the truths now becoming evident.

Did Mr. Castner run for City Treasurer to make a difference and guard our city's coffers or did he run to keep someone else from attaining that office and making a real difference?

Or did he run to have the city pay over $13,000 a year for his health insurance?

A quick reflection will show that it wasn't that long ago that Mr. Castner's wife, Mary, was helping to lead the charge to eliminate the elected positions of City Clerk and City Treasurer.

I find it difficult to understand how someone can go from supporting the fight to eliminate two "watchdog" positions to running for one of those very offices.

What would be the impetus for that?

More importantly, as the City Treasurer, where was Mr. Castner at last week's financial study session, probably the most important financial study session in decades?

This writer has his own thoughts on that and it doesn't take a rocket scientist to figure that one out.

The people of Placentia deserve elected officials that will do what they are elected to do, and that is to guard, protect and be good stewards of the public trust and the public coffers.

The voters have just spoken, and our future is set on a new course of just that, an open, transparent and citizen-friendly government for they truly believe that "Citizens are not an interruption to the daily routine. They are the very reason for it."

Craig Green is a member of Citizens for a Better Placentia.

Placentia looks to save money

Administrator says the city could be back in the black in two to three years

By SUSHMA SUBRAMANIAN
THE ORANGE COUNTY REGISTER

PLACENTIA – Increasing city service fees, putting off some road and storm drain improvements and keeping some City Hall staff positions unfilled are possible ways to help Placentia shore up a $2.7 million deficit.

City Administrator Bob Dominguez said the city could eliminate in two to three years the deficit caused by spending on the city's OnTrac project to sink railroad tracks underground.

The project caused the city to dig deep into its coffers and take out millions in loans.

Some steps Dominguez said Tuesday night that could be taken this fiscal year, which ends in June, were:

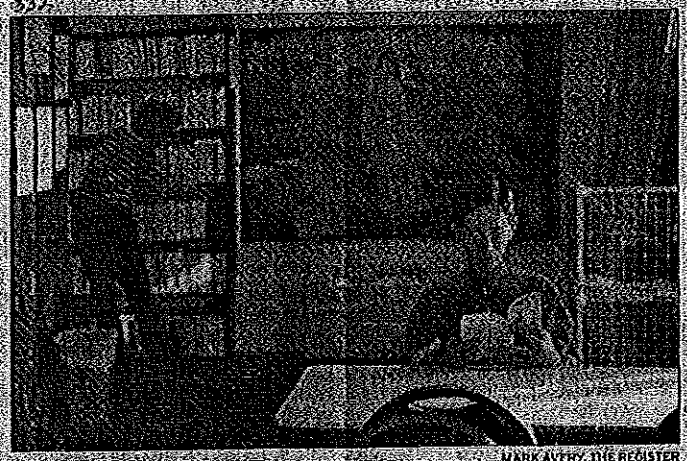
- Deferring budgeted for ment purchases about $50,000 ers and network components like computer
- Shaving as much as $1.4 million from intended city fleet replacements.
- Freezing some vacant city staff positions, such as perhaps two police officers and jobs in the public works and finance departments, saving about $200,000.

For the 2007-2008 fiscal year, he suggested other possible options:

- Eliminating a $500,000 contingency fund.
- Reducing $280,000 total in department budgets.

Also, Dominguez expects the city to get at least $1.2 million from KB Homes because of an agreement with the developer based on the number of new Old Town townhomes it sells. Some of that revenue could go toward the deficit.

A local journalist and activist is trying to expand the library of books and artifacts capturing the essence of Vietnam.



MARK AVERY, THE REGISTER

QUIET TIME: Literature isn't the only cultural resource at the Vietnam Library.

Community support keeps doors open and shelves full

BY DEEPA BHARATH
THE ORANGE COUNTY REGISTER

GARDEN GROVE – Di Mien has seen the picture of a boat sailing into the sunset many times.

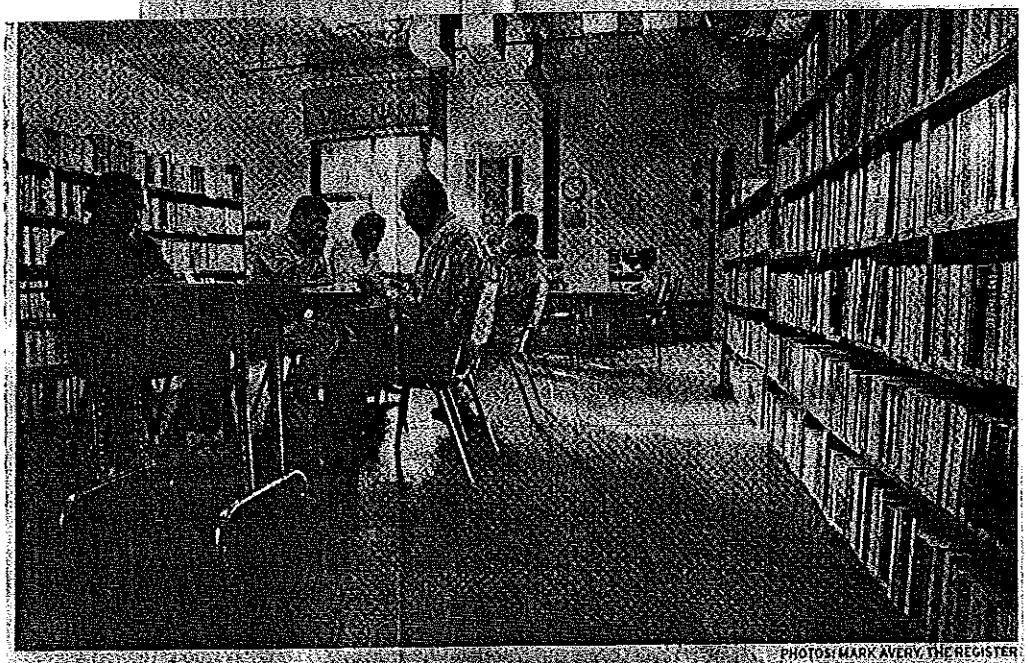
In fact, he placed the piece at the entrance of the Vietnam Library, a small establishment he has run for the past eight years.

But each time Mien looks at the painting, he is more fascinated by it.

"Did you think it was a photography?" he asks a visitor to his library. "That's not a photo or a painting. Look closely. It's all embroidered – by hand."

Mien, editor of Thoi Bao, a weekly Vietnamese magazine, is proud of Vietnam – its culture, heritage and history. All these years, he says, he has run the Vietnam Library practically on the largesse of the surround-

SEE LIBRARY • PAGE 2



PHOTOS: MARK AVERY, THE REGISTER

CULTURAL DEPOSITORY: Besides 50,000 books, the library houses artifacts like musical instruments and antique furniture.

LIBRARY

FROM PAGE 1

ing community.

But now he is looking for a much bigger space to display thousands of books, artifacts and antiques that will teach the younger generation about the land their parents or grandparents were forced to leave.

Mien has never felt the need to solicit donations. They always found their way to him through community members.

He started the library in an 800-square-foot space in Santa Ana. Five years ago, Mien moved the library to a 3,800-square-foot space in a Garden Grove strip mall.

The Vietnam Library's shelves have more than 60,000 books. Among the artifacts are lacquered boxes, 18th-century currency, musical instruments, 400-year-old oak furniture inlaid with oyster shells, hand-embroidered pictures and metal and wooden utensils.

The library is powered by its volunteers and funded by the local Vietnamese community, said Roxanne Chau, a board member of the Nhan Ai Foundation, a nonprofit organization that helps run the library.

GATHERING PLACE: Men gather to read and socialize at the Vietnam Library. Du Mien hopes to move into a bigger building.

"We have 115 volunteers who help here," she said. "Some community members give checks for thousands of dollars, and a lot of people donate $25 or $50."

But every dollar that's given to the library helps keep it alive, Chau said.

Mien's hope is to find a bigger space, preferably a 20,000-square-foot building that sits on a piece of land the foundation would buy. And he hopes it will be in Orange County, close to Little Saigon.

"It's a dream," he adds with a smile.

Mien is passionate about that dream, among others.

The journalist and anticommunist activist has demonstrated that passion through his words and actions, Chau said.

"He was the one who came up with the name 'Little Saigon' for the Vietnamese business district in Westminster," she said.

Mien started a newspaper called Hon Viet (the soul of Vietnam) days after landing as a refugee in San Diego.

He said he looked around the refugee camp and saw the faces of people who had lost everything — country, family, hope and faith.

"It meant a lot to see a story written in their native tongue in such a time of chaos," he said.

That newspaper soon ceased to exist, but Mien has since been publishing his weekly magazine, Thoi Bao. Mien also has organized several anticommunist demonstrations in Little Saigon, including a planned book-burning event six years ago aimed at communist publications. He called off the protest after Westminster officials said it was against the city's fire code.

In recent years, the library has been his pet project.

Hy Vo, 61, a Garden Grove resident who volunteers at the library, said it has "a very valuable collection of books that describe the history, geography, art and accomplishments of Vietnam as a nation."

"Our younger generation doesn't know much about all that," Vo said in Vietnamese. "But because of this library, they have a hope of learning about it and better understand their own culture."

IF YOU GO

The Vietnam Library is at 10872 Westminster Ave., Suite 214, in Garden Grove. Hours are noon-6 p.m. Monday through Friday and 10 a.m.-4 p.m. Saturday. The library is closed Sundays. Information: Du Mien at 714 651-8018.

pacific clippings
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Placentia News Weekly
NOV 30 2006

Welsh Christmas

The Placentia Library will host a Celtic Christmas Celebration at 6:30 p.m. Thursday, Dec. 21.

The cast of "A Child's Christmas in Wales" from the Gem Theater in Garden Grove and other performers will put on the show.

For more information, call Mary Strazdas at 714-528-1906, ext. 209.

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Placentia News Weekly
NOV 30 2006

BRIEFLY

Christmas giving

The Placentia Christmas Clearing Bureau, in addition to handing out toys and food this year, will also hand out books. The book donation is in its seventh year in the city, and cash donations from residents keep the program in operation. The bureau asks citizens to make any size donations this year. Make checks payable to the Friends of Placentia Library and mail them to 411 E. Chapman Ave., Placentia, CA 92870.

pacific clippings
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santa ana, calif. 92711
The Register
Daily DEC 0 5 2006

PLACENTIA

Historic house: Council members will consider today whether to add to a city registry of historic properties the James Huntley House, a large two-story stucco home built by Huntley, a relative of George Key, one of the city's founders. The building's addition would require special review processes for building modification or demolition.

Sushma Subramanian
714-701-3706 ssubramanian@ocregister.com

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The Register
Daily DEC 0 4 2006

PLACENTIA

Swearing-in: The Placentia City Council will meet at 7 p.m. Tuesday in the municipal building. Two new councilmen – Greg Sowards and Joe Aguirre – will be sworn in.

Adam Townsend
714-704-3706 atownsend@ocregister.com

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Placentia News
Weekly NOV 3 0 2006

Places to give

Looking for a way to help children in your community enjoy a merry Christmas? Here are places accepting toy donations:

Villa Park: The library will host its Operation Santa Claus Gift Drive from Monday through Dec. 21. Residents are asked to donate unwrapped gifts for children and adults. Call 714-998-0861.

Placentia: The Placentia Christmas Clearing Bureau, in addition to handing out toys and food this year, will also hand out books. The book donation is in its seventh year, and cash donations from residents to keep the program in operations needed. The Bureau asks citizens to make any size donation this year. Make checks payable to the Friends of Placentia Library, and mail them to 411 E. Chapman Ave., Placentia, Ca. 92870.

Yorba Linda: Firefighters are collecting toys through Dec. 24. The station is at 18422 E. Lemon Drive.

Brea Operation Santa: Drop toys off at the Brea Library, 1 Civic Center Drive.

La Habra Operation Santa: The organization is collecting unwrapped toys and nonperishable food items. Items can be delivered to any school by Dec. 10.

Fullerton: Fire departments are involved in the "Spark of Love" toy drive with collection barrels in six fire stations in the city through Dec. 24. The stations are at 312 E. Commonwealth Ave.; 1732 W. Valencia Dr.; 700 S. Acacia Ave.; 3251 N. Harbor Blvd.; 2555 Yorba Linda Blvd. and 2691 Rosecrans Ave. Call 714-738-6500.

Agenda Item 43

SAFETY COMMITTEE MEETING
NOVEMBER 30, 2006
MINUTES

I. Call to Order: 10:00 A.M.

Members Attending: Katie Matas
Caroline Gurkweitz

Members Absent: Wendy Goodson
Esther Guzman

III. Old Business

1. The fire extinguishers were checked by Katie Matas on November 29, 2006.
2. The broken Koala Seat in the public women's restroom was removed. A new one was ordered but has not arrived.
3. "Holiday Safety" and "Off the Job Safety: Preventing Accidental Falls" handouts were distributed at the November 15, 2006 staff meeting.

IV. New Business

None.

The next meeting will be December 27, 2006 at 11:00 A.M.

Respectfully submitted,

Katie Matas

Katie Matas

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees

FROM: Elizabeth D. Minter, Library Director EDM

SUBJECT: **Legislative Issues and a Review of the Status of the State Budget and State Library Budget**

DATE: December 18, 2006

BACKGROUND

The California Legislature convened for one day for the swearing-in activities and then adjourned. One aspect that is already unusual about this Legislative session is that the desk for receiving bills has been left open so that items may be referred to committee at the beginning of the term in January. Quite a few bills have already been filed.

President Shkoler may want to report on any discussions that he has had with Assemblyman Mike Duvall about public libraries and/or independent special library districts.

RECOMMENDATION

Action to be determined by the Library Board of Trustees.

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees

FROM: Elizabeth D. Minter, Library Director

SUBJECT: **Library Director's Salary, Goals and Revision of the Placentia Library District Salary Schedule for Exempt Employees for Fiscal Year 2006-2007.**

DATE: December 18, 2006

BACKGROUND

Library Director's Salary

At its Regular Meeting on October 16, 2006 the Library Board of Trustees adjusted the Library Director's salary by 3.9% retroactive to July 1, 2006, and offered an employment contract through June 30, 2007. At its Regular Meeting on November 20, 2006 President Shkoler stated that the Library Director received the same adjustment as the COLA adjustment for the staff. The Library Director pointed out that the staff adjustment had been 4.7% and that her adjustment had been 3.9%. President Shkoler requested that the item be placed by on the Agenda for action. The revised Placentia Library District Salary Schedule for Exempt Employees for Fiscal Year 2006-2007 as of December 18, 2006 is Attachment A.

Exempt Employee Salary Resolution

In order to finalize the exempt salary actions taken since the salary scale was adopted the Library Board needs to adopt Resolution 07-03: A Resolution of the Board of Trustees of the Placentia Library District of Orange County to Establish the Salaries for the Exempt Employees of the District for Fiscal Year 2006-2007. Resolution 07-03 is Attachment B.

Library Director' Goals

President Shkoler asked the Library Director to prepare a draft of some goals for the six-month performance review period. The Library Director's recommendations are:

1. That she will manage the implementation of the strategic plan:

    a. Provide process leadership for the development of the Facility Master Plan.

    b. Provide process leadership for the selection of a financial advisor for implementing the Facility Master Plan and completing the Developer Fee process if the Board decides to implement one.

    c. Provide process leadership for the reorganization of the Friends of Placentia Library and assist the Friends Board with adapting to its new organizational framework.

2. The Library Director will provide leadership in the review process of the Placentia Library District Policy Manual.

3. The Library Director will implement public and technical services programs funded by the Fiscal Year 2006-2007 Budget. All program changes brought about by the budget will be coordinated with library managers, staff, volunteers, support organizations, vendors, news media and the public.

4. The Library Director will encourage staff to create and strengthen partnerships with community organizations and Library support organizations to continue existing collaborative opportunities for the Library and develop new ones that will strengthen the Library's relationship with the community and enable larger, more effective programs through the use of shared resources.

5. The Library Director will expand the Library's local revenue through entrepreneurial activities by Library staff and supporting the fundraising and membership activities of the support organizations.

6. The Library Director will enhance the Library's visibility in the community through the website, the *Placentia Quarterly*, the cable television announcements, *Notations*, the *Newsletter for Teachers*, news releases and participating in community organizations and events.

RECOMMENDATIONS

1. Set the Library Director's salary at $104,707.20 effective July 1, 2006 and authorize payment of retroactive pay to correct the rate.

2. Adopt the Placentia Library District Salary Schedule for Exempt Employees for Fiscal Year 2006-2007 as revised December 18, 2006.

3. Read Resolution 07-03 by title only: A Resolution of the Board of Trustees of the Placentia Library District of Orange County to Establish the Salaries for the Exempt Employees of the District for Fiscal Year 2006-2007.

4. Adopt Resolution 07-03.

5. Action on the Library Director's Goals to be determined by the Library Board of Trustees.

PLACENTIA LIBRARY DISTRICT
SALARY SCALE - EXEMPT
Effective July 1, 2006

		1	2	3	4	5	6	7	8	9	10
LIBRARY	HR	50.34									
DIRECTOR	PP	4,027.20									
	AN	104,707.20									
	MO	8,725.60									
MANAGERS*	HR	25.50	26.14	26.79	27.46	28.15	28.85	29.57	30.31	31.07	32.62
ADMIN SVC	PP	2,040.00	2,091.00	2,143.28	2,196.86	2,251.78	2,308.07	2,365.77	2,424.92	2,485.54	2,609.82
	AN	53,040.00	54,366.00	55,725.15	57,118.28	58,546.24	60,009.89	61,510.14	63,047.89	64,624.09	67,855.29
	MO	4,420.00	4,530.50	4,643.76	4,759.86	4,878.85	5,000.82	5,125.84	5,253.99	5,385.34	5,654.61
MANAGERS*	HR	30.20	30.96	31.73	32.52	33.34	34.17	35.02	35.90	36.80	38.64
PUB SVC	PP	2,416.00	2,476.40	2,538.31	2,601.77	2,666.81	2,733.48	2,801.82	2,871.86	2,943.66	3,090.84
TECH SVC	AN	62,816.00	64,386.40	65,996.06	67,645.96	69,337.11	71,070.54	72,847.30	74,668.48	76,535.20	80,361.96
	MO	5,234.67	5,365.53	5,499.67	5,637.16	5,778.09	5,922.54	6,070.61	6,222.37	6,377.93	6,696.83

PAGES	Starting Wage	6 Months	1 Year	18 Months
	6.75	7.09	7.44	7.81

Signature_____: Approved December 18, 2006
Al Shkoler, President
Manager Effective Date: October 27, 2006

Agenda Item 45
Attachment A

Agenda Item 45
Attachment B

RESOLUTION 07-03

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE PLACENTIA LIBRARY DISTRICT OF ORANGE COUNTY TO ESTABLISH THE SALARIES FOR EXEMPT EMPLOYEES OF THE DISTRICT FOR FISCAL YEAR 2006-2007

WHEREAS, Section 19469 of the Education Code of the State of California establishes that the Board of Library Trustees shall fix the compensation for all employees.

BE IT RESOLVED, that the Placentia Library District of Orange County Board Of Trustees adopts the Placentia Library District Salary Scale for Exempt Employees for Fiscal Year 2006-2007 dated December 18, 2006, and implements such on July 1, 2006.

AYES: Shkoler, Turner, DeVecchio, Escobosa, Wood

NOES:

ABSENT:

ABSTAIN:

State of California)
)ss.
County of Orange)

I, Jean Turner, Secretary of the Board of Trustees of the Placentia Library District of Orange County hereby certify that the above and foregoing Resolution was duly and regularly adopted by the Board of Trustees at a Regular Meeting hereof held on the eighteenth day of December, 2006.

IN WITNESS THEREOF, I have hereunto set my hand and seal this eighteenth day of December 2006.

_____
Jean Turner, Secretary
Placentia Library District Board of Trustees

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees

FROM: Elizabeth D. Minter, Library Director

SUBJECT: **Election of Board Officers**

DATE: December 18, 2006

BACKGROUND:

The following positions need to be elected:

President (Incumbent is Shkoler, 8 years)

Secretary (Incumbent is Turner, 1 year)

RECOMMENDATION:

Elect a Library Board President and a Library Board Secretary for 2007.

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees

FROM: Elizabeth D. Minter, Library Director

SUBJECT: **Appointment of Library Board Representatives for 2007 by the Board President**

DATE: December 18, 2006

BACKGROUND:

The following positions need to be appointed:

Independent Special Districts of Orange County (Incumbent is Turner) OK.

Independent Special District Local Area Formation Commission (LAFCO) Selection Committee (Incumbent is Turner) OK.

Placentia Civic Center Authority (2 positions – incumbents are Shkoler and Escobosa) OK

Orange County Council of Governments (OCCOG) (Incumbent is Wood) OK.

RECOMMENDATION

Appoint Library Board Representatives.

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees

FROM: Elizabeth D. Minter, Library Director

SUBJECT: **Selection of Date and Time for Regular Board Meetings for 2007: A Resolution of the Board of Trustees of the Placentia Library District of Orange County to Establish the Board of Trustee Regular Meeting Dates for Calendar Year 2007.**

DATE: December 18, 2006

BACKGROUND:

The current date and time is the third Monday of each month at 6:30 P.M.

Resolution 07-0~~6~~4 is Attachment A: A Resolution of the Board of Trustees of the Placentia Library District of Orange County to Establish the Board of Trustee Regular Meeting Dates for Calendar Year 2007.

RECOMMENDATION:

1. Determine the regular meeting date and time for 2007.
2. Read Resolution 07-0~~6~~4 by Title only: A Resolution of the Board of Trustees of the Placentia Library District of Orange County to Establish the Board of Trustee Regular Meeting Dates for Calendar Year 2007.
3. Adopt Resolution 07-0~~6~~4.

RESOLUTION 07-04

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE PLACENTIA LIBRARY DISTRICT OF ORANGE COUNTY TO ESTABLISH THE BOARD OF TRUSTEES REGULAR MEETING DATES FOR CALENDAR YEAR 2007

WHEREAS, Placentia Library District is an independent special library district established under the provisions of California Education Code Sections 19600-19664;

WHEREAS, Section 54954 of the Government Code of the State of California requires that the Board of Library Trustees shall provide, by ordinance, resolution, bylaws, or by whatever other rule is required for the conduct of business by that body, the time and place for holding regular meetings;

BE IT RESOLVED, that the Placentia Library District of Orange County Board Of Trustees establishes the third Monday of each month at 6:30 P.M. as the Regular Board Meeting for Calendar Year 2007, dated December 18, 2006.

AYES:

NOES:

ABSENT:

ABSTAIN:

State of California)
)ss.
County of Orange)

I, Jean Turner, Secretary of the Board of Trustees of the Placentia Library District of Orange County hereby certify that the above and foregoing Resolution was duly and regularly adopted by the Board of Trustees at a Unusual Meeting hereof held on the eighteenth day of December, 2006.

IN WITNESS THEREOF, I have hereunto set my hand and seal this eighteenth day of December 2006.

_____
Jean Turner, Secretary
Placentia Library District Board of Trustees

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees

FROM: Elizabeth D. Minter, Library Director EDM

SUBJECT: **Revised Budget Forms for Orange County and Revised Budget Resolution for Fiscal Year 2006-2007: A Resolution of the Board of Trustees of the Placentia Library District of Orange County to Adjust the Fiscal Year 2006-2007 Budgets for the Placentia Library District of Orange County to reflect the adjustments in the final Financial Statement issued by the Office of the Orange County Auditor on July 31, 2006.**

DATE: December 18, 2006

BACKGROUND

At the time the Library Board conducted its Public Hearing on the Fiscal Year 2006-2007 Budget on July 31, 2006 and submitted its Budget Forms to the Orange County Auditor, it had not yet received the final edition of the Fiscal Year 2005-2006 Financial Statements from the office of the Orange County Auditor. The final edition, printed by the County on July 29, 2006, contained a number of journal adjustments that impacted the budget forms.

In November 2006 the Office of the Orange County Auditor required that the District revise its Budget Forms to reflect the final adjustments. The adjustments were made in compliance with the original stipulation by the Library Board of Trustees that the account to be adjusted was 5200 – Provision for Contingencies.

Attachment A is a spreadsheet of the adjusted amounts for each fund. Attachment B contains the revised Budget Forms for each fund.

Attachment C is Placentia Library District Resolution 07-05: A Resolution of the Board of Trustees of the Placentia Library District of Orange County to Adjust the Fiscal Year 2006-2007 Budgets for the Placentia Library District of Orange County to reflect the adjustments in the final Financial Statement issued by the Office of the Orange County Auditor on July 31, 2006.

RECOMMENDATIONS

1. Receive & File the spreadsheets for Revenues and Expenditures for Fiscal Year 2005-2006 and 2006-2007 and the Revised Budget Forms for Funds 702, 703, 706, 707 and 708 as submitted by the Library Director to the Office of the Orange County Auditor on November 15, 2006.

2. Read Resolution 07-05 by title only: A Resolution of the Board of Trustees of the Placentia Library District of Orange County to Adjust the Fiscal Year 2006-2007 Budgets for the Placentia Library District of Orange County to reflect the adjustments in the final Financial Statement issued by the Office of the Orange County Auditor on July 31, 2006.

3. Adopt Resolution 07-05.

Placentia Library District
Orange County Auditor Budget Forms Summary
FY2005-2006 Actual

REVENUE

Object Code	Description	Fund Number 702	703	706	707	708	DISTRICT TOTAL
	Fund Balance Available	123,057	10,409	166,017	841,896	10,157	
6210	Property Tax - Current Secured	0	0	0	1,402,237	0	1,402,237
6210-01	Property Tax - Public Utility Secured	0	0	0	21,704	0	21,704
6220	Property Tax - Current Unsecured	0	0	0	63,058	0	63,058
6230	Property Tax - Prior Secured	0	0	0	31,527	0	31,527
6240	Property Tax - Prior Unsecured	0	0	0	977	0	977
6250	Property Tax - Spec. Dist Augmentation	0	0	0	7,833	0	7,833
6280	Property Tax - Current Supplemental	0	0	0	103,457	0	103,457
6300	Property Tax - Prior Supplemental	0	0	0	1,745	0	1,745
6540	Penalties & Costs on Delinquent Taxes	0	0	0	0	0	0
6610	Interest	4,726	422	6,731	36,333	412	48,624
6690	State - Homeowners Property Tax Relief	0	0	0	16,963	0	16,963
6970	State - State Library & Other	0	0	0	140,893	0	140,893
7670	Miscellaneous & Local Revenue	0	0	0	250,033	0	250,033
7680	6-month Expired Checks	0	0	0	120	0	120
7817	Operating Transfers In	0	0	0	0	0	0
	TOTAL MEANS OF FINANCING	127,783	10,831	172,748	2,918,776	10,569	3,240,707

EXPENSES

Object Code	Description	Fund Number 702	703	706	707	708	DISTRICT TOTAL
	SALARIES & EMPLOYEE BENEFITS						
0100	Salaries & Wages	0	0	0	896,271	0	896,271
0200	Retirement	0	0	0	116,518	0	116,518
0300	Employee Group Insurance	0	0	0	132,249	0	132,249
0310	Accidental Death & Dismemberment				506		
0350	Workers' Compensation	0	0	0	12,635	0	12,635
	TOTAL SALARIES & BENEFITS	0	0	0	1,158,179	0	1,157,673
	SERVICES & SUPPLIES						
0700	Communications	0	0	0	14,995	0	14,995
0900	Food	0	0	0	2,095	0	2,095
1000	Household Expense	0	0	0	16,365	0	16,365
1100	Insurance	0	0	0	12,282	0	12,282
1300	Maintenance - Equipment	2,986	0	0	28,536	0	31,522
1400	Maintenance - Buildings & Improvements	0	0	0	58,561	0	58,561
1600	Memberships	0	0	0	3,968	0	3,968
1700	Miscellaneous Expense	0	0	0	0	0	0
1800	Office Expense	32	0	0	65,337	0	65,369
1803	Postage	0	0	0	6,387	0	6,387
1900	Professional & Specialized Services	0	0	0	127,010	0	127,010
1912	Investment Administrative Fees	104	9	150	800	9	1,071
2000	Publications & Legal Notices	0	0	0	0	0	0
2100	Rents & Lease - Equipment	0	0	0	639	0	639
2200	Rents & Leases - Semi-Annual Bond	0	0	0	86,917	0	86,917
2400	Special Department Expense - Books	0	0	0	150,740	0	150,740
2700	Transportation & Travel	0	0	0	17,865	0	17,865
2800	Utilities	0	0	0	55,612	0	55,612
3000	Bad Debts	0	0	0	0	0	0
	TOTAL SERVICES & SUPPLIES	3,122	9	150	648,109	9	651,398
3700	Taxes & Assessments	0	0	0	8,894	0	8,894
	FIXED ASSETS						
4000	Equipment	10,232	0	0	23,940		34,172
4200	Buildings & Improvements	0	0	0	0	0	34,172
	TOTAL FIXED ASSETS	10,232	0	0	23,940	0	68,344
4700	Payments Redunded to Debt Escrow Ags				0		
4807	Operating Transfer Out	0	0	0	0		0
5200	Provision for Contingencies	0	0	0	0		0
	Provision for Reserves	0	0	0	0		0
	TOTAL FINANCING REQUIREMENTS	13,354	9	150	1,839,122	9	1,886,309
	Fund Balance to Carry Forward	114,429	10,822	172,598	1,079,654	10,560	

Placentia Library District
Orange County Auditor Budget Forms Summary
FY 06-07 Proposed

REVENUE

Object Code	Description	Fund Number 702	703	706	707	708	DISTRICT TOTAL
	Fund Balance Available	114,429	10,822	172,598	1,079,654	10,560	1,388,063
6210	Property Tax - Current Secured				1,576,688		1,576,688
6210-01	Property Tax - Public Utility Secured				21,000		21,000
6220	Property Tax - Current Unsecured				58,000		58,000
6230	Property Tax - Prior Secured				15,000		15,000
6240	Property Tax - Prior Unsecured				750		750
6280	Property Tax - Current Supplemental				6,500		6,500
6300	Property Tax - Prior Supplemental				65,000		65,000
6540	Penalties & Costs on Delinquent Taxes				1,400		1,400
6610	Interest	4,559	431	6,877	30,000	433	42,300
6690	State - Homeowners Property Tax Relief				17,000		17,000
6970	State - State Library & Other				150,000		150,000
7670	Miscellaneous & Local Revenue				240,000		240,000
7680	6-month Expired Checks						-
7817	Operating Transfers In						-
	TOTAL MEANS OF FINANCING	118,988	11,253	179,475	3,260,992	10,993	3,581,701

EXPENSES

Object Code	Description	Fund Number 702	703	706	707	708	DISTRICT TOTAL
	SALARIES & EMPLOYEE BENEFITS						
0100	Salaries & Wages				1,040,934		1,040,934
0200	Retirement				144,588		144,588
0300	Employee Group Insurance				128,927		128,927
0350	Workers Compensation				8,500		8,500
	TOTAL SALARIES & BENEFITS	-	-	-	1,322,949	-	1,322,949
	SERVICES & SUPPLIES						
0700	Communications				14,400		14,400
0900	Food				1,100		1,100
1000	Household Expense				7,500		7,500
1100	Insurance				13,100		13,100
1300	Maintenance - Equipment				33,000		33,000
1400	Maintenance - Buildings & Improvements				69,750		69,750
1600	Memberships				5,000		5,000
1700	Miscellaneous Expense				22,953		22,953
1800	Office Expense				67,650		67,650
1803	Postage				6,900		6,900
1900	Professional & Specialized Services				153,820		153,820
1912	Investment Administrative Fees	100	10	150	1,000	10	1,270
2000	Publications & Legal Notices				1,000		1,000
2200	Rents & Leases - Semi-Annual Bond				31,700		31,700
2400	Special Department Expense - Books				105,000		105,000
2700	Transportation & Travel				225,816		225,816
2800	Utilities				23,250		23,250
3000	Bad Debts				66,500		66,500
	TOTAL SERVICES & SUPPLIES	100	10	150	849,439	10	849,709
3700	Taxes & Assessments				10,000		10,000
	FIXED ASSETS						
4000	Equipment				56,700		56,700
	TOTAL FIXED ASSETS	-	-	-	56,700	-	56,700
4807	Operating Transfer Out						-
5200	Provision for Contingencies	**118,888**	**11,243**	**179,325**	**1,021,904**	**10,983**	1,342,343
	Provision for Reserves				10,000		10,000
							-
	TOTAL FINANCING REQUIREMENTS	**118,988**	**11,253**	**179,475**	**3,260,992**	**10,993**	3,581,701
		118,988	11,253	179,475	3,260,992	10,993	

COUNTY OF ORANGE
SPECIAL DISTRICT BUDGET FOR Placentia Library - Equipment & Struct. Repair
FISCAL YEAR 2006-2007

At a meeting held on July 31, 2006, the Board of Trustees of the Placentia Library District duly adopted the budget (enclose copy of Resolution or Minute Order), as shown in the schedules for the Fiscal Year 2006-2007 in the amount of $ 118,988 (from Schedule 16, Column 10, Total Requirements).

BUDGET BALANCING ACCOUNT

Should any numbers listed on these forms be revised or updated, please indicate, in the space provided below, the amount which may be adjusted to balance the total requirements and the available financing.
Adjust 5200 -- Appropriation for Contingencies

Signature of Chairperson of Board

Signature of Secretary

ADDITIONAL INFORMATION REQUIRED

Time of Regular Board Meeting Third Monday, 6:30 P.M.

Directors: 5 Chairperson: Al Shkoler
(Please Print)

Richard C. DeVecchio, Ed.D. Gaeten M. Wood

Betty Escobosa

Secretary: Jean A. Turner Mgr/Supt: Elizabeth D. Minter

Attorney: No attorney of record Auditors: Moreland & Associates, CPAs

Mailing address of district: 411 East Chapman Avenue, Placentia, CA 92870-6198

ATTN: Mgr. Administrative Services Telephone: (714) 528-1925 Ext. 202

Person to contact regarding budget: Wendy Goodson

Telephone: (714) 528-1925 Ext. 202
E-mail: administration@placentialibrary.org

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COUNTY OF ORANGE

Placentia Library - Equipment & Struct. Repair DISTRICT
FISCAL YEAR 2006-2007

SCHEDULE FOR FUND BALANCE AVAILABLE

Line		
1.	Fund Balance - 06/30/05 (from last year's schedule,Line 4)	123,057
2.	Add: Actual Revenues (excluding Fund Balance Available) FY - 2005-2006	4,726
3.	Less: Actual Expenditures & Encumbrances (excluding Reserves) FY - 2005-2006	(13,354)
4.	Fund Balance - 06/30/06 (Line 1 + 2 - 3)	114,429
5.	Less: Total Reserves @ 06/30/06 (from total of Column 1, Schedule of Reserve Requirements)	
5A.	General Reserves 0	
5B.	Other Reserves 0	
5C.	Total Reserves (line 5A + 5B)	(0)
6.	Total Fund Balance Available 07/01/06 (Line 4 less 5C). Post this number to Schedule 16, Column 4, Fund Balance Available.	114,429

Prepared by: (District) Elizabeth D. Minter Telephone: (714) 528-1925

Prepared by: (County) _____

Verified by _____

COUNTY OF ORANGE
Placentia Library - Equipment & Struct. Repair DISTRICT
FOR FISCAL YEAR 2006-2007
SCHEDULE FOR RESERVE REQUIREMENTS

	1 2005-2006 Current Reserves	2 Cancellation Of Reserves	3 Increase Or New Reserves	4 Reserve For 2006-2007
General Reserves (Object 9850)	0	0	0	0
Imprest Cash (Object 9829)				
Other Reserves (Provide Detail):				
TOTAL	0	0	0	0

INSTRUCTIONS

1. Record current reserves in Column 1. Post amounts from Column 1 to Schedule for Fund Balance Available, Lines 5A and/or 5B.
2 Record any decrease in reserves to Column 2. Post total of Column 2 to Schedule 16, Column 4, Cancellation of Reserves.
3 Record any increase to reserves or new reserves to Column 3. Post total of Column 3 to Schedule 16, Column 10, Increase or New Reserves.
4 Reserves for 2006-2007 (Column 4) = Current reserves (Column 1) - Cancellation of Reserves (Column 2) + Increase or New Reserves (Column 3).

Prepared by: (District) Elizabeth D. Minter Telephone: 714-528-1925 Ext. 202

Prepared by: (County) _____ Verified by: _____

SPECIAL DISTRICTS
PLACENTIA LIBRARY DISTRICT BUDGET DETAIL

FOR FISCAL YEAR 2006-07

FUND	ASSESSED VALUATION AND DEBT SERVICE TAX RATE SUMMARY							
	ASSESSED VALUATION		ROLL CHANGE/REFUND		MEANS OF FINANCING VOTER APPROVED DEBT			
	SECURED	UNSECURED	SECURED	UNSECURED	SECURED	UNSECURED	TOTAL	TAX RATE

SUMMARY OF ESTIMATED ADDITIONAL FINANCING SOURCES (ESTIMATED REVENUE, OTHER FINANCING SOURCES, AND RESIDUAL EQUITY TRANSFER)

SUMMARY BY SOURCE (1)	Actual 2004-05 (2)	Actual 2005-06 (3)	Recommended 2006-07 (4)	Approved 2006-07 (5)	Fund Identification Other Than District General Fund (6)
Fund Balance Available	120,464	123,057	114,429		702 - PLACENTIA LIBRARY DISTRICT - EQUIPMENT & STRUCTURAL REPAIR FUND
6610 Interest	2,703	4,726	4,559		
7130 Other Governmental Agencies					
TOTAL MEANS OF FINANCING	123,167	127,783	118,988		

SUMMARY OF FINANCING REQUIREMENTS

SUMMARY OF FINANCING REQUIREMENTS (7)	Actual 2004-05 (8)	Actual 2005-06 (9)	Recommended 2006-07 (10)	Approved 2006-07 (11)	Fund Identification Other Than District General Fund (12)
SERVICES AND SUPPLIES					
1300 Maintenance - Equipment		2,986			
1400 Maintenance - Buildings and Improvements					
1800 Office Expense		32			
1912 Investment Administrative Fees	110	104	100		
TOTAL SERVICES & SUPPLIES	110	3,122	100		
4000 Equipment		10,232			
TOTAL EQUIPMENT		10,232			
5200 Appropriation for Contingencies			118,888		
TOTAL FINANCING REQUIREMENTS	110	13,354	118,988		

COUNTY OF ORANGE
SPECIAL DISTRICT BUDGET FOR Placentia Library - Automated Replacement
FISCAL YEAR 2006-2007

At a meeting held on July 31, 2006, the Board of Trustees of the Placentia Library District duly adopted the budget (enclose copy of Resolution or Minute Order), as shown in the schedules for the Fiscal Year 2006-2007 in the amount of $ 11,253 (from Schedule 16, Column 10, Total Requirements).

BUDGET BALANCING ACCOUNT

Should any numbers listed on these forms be revised or updated, please indicate, in the space provided below, the amount which may be adjusted to balance the total requirements and the available financing.
Adjust 5200 -- Appropriation for Contingencies

Signature of Chairperson of Board

Signature of Secretary

ADDITIONAL INFORMATION REQUIRED

Time of Regular Board Meeting Third Monday, 6:30 P.M.

Directors: 5 Chairperson: Al Shkoler
(Please Print)

Richard C. DeVecchio, Ed.D. Gaeten M. Wood

Betty Escobosa

Secretary: Jean A. Turner Mgr/Supt: Elizabeth D. Minter

Attorney: No attorney of record. Auditors: Moreland & Associates, CPAs

Mailing address of district: 411 East Chapman Avenue, Placentia, CA 92870-6198

ATTN: Mgr. Administrative Services Telephone: (714) 528-1925 Ext. 202

Person to contact regarding budget: Wendy Goodson

Telephone: (714) 528-1925 Ext. 202
E-mail: administration@placentialibrary.org

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COUNTY OF ORANGE

Placentia Library - Automated Replacement DISTRICT
FISCAL YEAR 2006-2007

SCHEDULE FOR FUND BALANCE AVAILABLE

Line		
1.	Fund Balance - 06/30/05 (from last year's schedule,Line 4)	10,409
2.	Add: Actual Revenues (excluding Fund Balance Available) FY - 2005-2006	422
3.	Less: Actual Expenditures & Encumbrances (excluding Reserves) FY - 2005-2006	(9)
4.	Fund Balance - 06/30/06 (Line 1 + 2 - 3)	10,822
5.	Less: Total Reserves @ 06/30/06 (from total of Column 1, Schedule of Reserve Requirements)	
5A.	General Reserves 0	
5B.	Other Reserves 0	
5C.	Total Reserves (line 5A + 5B)	(0)
6.	Total Fund Balance Available 07/01/06 (Line 4 less 5C). Post this number to Schedule 16, Column 4, Fund Balance Available.	10,822

Prepared by: (District) Elizabeth D. Minter Telephone: (714) 528-1925

Prepared by: (County) _____

Verified by _____

COUNTY OF ORANGE
Placentia Library - Automated Replacement DISTRICT
FOR FISCAL YEAR 2006-2007
SCHEDULE FOR RESERVE REQUIREMENTS

	1 2005-2006 Current Reserves	2 Cancellation Of Reserves	3 Increase Or New Reserves	4 Reserve For 2006-2007
General Reserves (Object 9850)	0	0	0	0
Imprest Cash (Object 9829)				
Other Reserves (Provide Detail):				
TOTAL	0	0	0	0

INSTRUCTIONS

1. Record current reserves in Column 1. Post amounts from Column 1 to Schedule for Fund Balance Available, Lines 5A and/or 5B.
2. Record any decrease in reserves to Column 2. Post total of Column 2 to Schedule 16, Column 4, Cancellation of Reserves.
3. Record any increase to reserves or new reserves to Column 3. Post total of Column 3 to Schedule 16, Column 10, Increase or New Reserves.
4. Reserves for 2006-2007 (Column 4) = Current reserves (Column 1) - Cancellation of Reserves (Column 2) + Increase or New Reserves (Column 3).

Prepared by: (District) Elizabeth D. Minter Telephone: 714-528-1925 Ext. 202

Prepared by: (County) _____ Verified by: _____

SPECIAL DISTRICTS
PLACENTIA LIBRARY DISTRICT BUDGET DETAIL

FOR FISCAL YEAR 2006-07

FUND	ASSESSED VALUATION AND DEBT SERVICE TAX RATE SUMMARY							
	ASSESSED VALUATION		ROLL CHANGE/REFUND		MEANS OF FINANCING VOTER APPROVED DEBT			
	SECURED	UNSECURED	SECURED	UNSECURED	SECURED	UNSECURED	TOTAL	TAX RATE

SUMMARY OF ESTIMATED ADDITIONAL FINANCING SOURCES (ESTIMATED REVENUE, OTHER FINANCING SOURCES, AND RESIDUAL EQUITY TRANSFER)

SUMMARY BY SOURCE (1)	Actual 2004-05 (2)	Actual 2005-06 (3)	Recommended 2006-07 (4)	Approved 2006-07 (5)	Fund Identification Other Than District General Fund (6)
Fund Balance Available	10,190	10,409	10,822		703 - PLACENTIA LIBRARY DISTRICT - AUTOMATED REPLACEMENT FUND
6610 Interest	229	422	431		
7130 Other Governmental Agencies					
7817 Interfund Transfers In - from Funds 700-799					
TOTAL MEANS OF FINANCING	10,419	10,831	11,253		

SUMMARY OF FINANCING REQUIREMENTS

SUMMARY OF FINANCING REQUIREMENTS (7)	Actual 2004-05 (8)	Actual 2005-06 (9)	Recommended 2006-07 (10)	Approved 2006-07 (11)	Fund Identification Other Than District General Fund (12)
SERVICES & SUPPLIES					
1800 Office Expense					
1900 Professional and Specialized Services					
1912 Investment Administrative Fees	10	9	10		
TOTAL SERVICES & SUPPLIES	10	9	10		
5200 Appropriation for Contingencies			11,243		
TOTAL FINANCING REQUIREMENTS	10	9	11,253		

COUNTY OF ORANGE
SPECIAL DISTRICT BUDGET FOR Placentia Library - I & S
FISCAL YEAR 2006-2007

At a meeting held on July 31, 2006, the Board of Trustees of the Placentia Library District duly adopted the budget (enclose copy of Resolution or Minute Order), as shown in the schedules for the Fiscal Year 2006-2007 in the amount of $ 179,475 (from Schedule 16, Column 10, Total Requirements).

BUDGET BALANCING ACCOUNT

Should any numbers listed on these forms be revised or updated, please indicate, in the space provided below, the amount which may be adjusted to balance the total requirements and the available financing.
Adjust 5200 -- Appropriation for Contingencies

Signature of Chairperson of Board

Signature of Secretary

ADDITIONAL INFORMATION REQUIRED

Time of Regular Board Meeting Third Monday, 6:30 P.M.

Directors: 5 Chairperson: Al Shkoler
(Please Print)

Richard D. DeVecchio, Ed.D. Gaeten M. Wood

Betty Escobosa

Secretary: Jean A. Turner Mgr/Supt: Elizabeth D. Minter

Attorney: No attorney of record. Auditors: Moreland & Associates, CPAs

Mailing address of district: 411 East Chapman Avenue, Placentia, CA 92870-6198

ATTN: Mgr. Administrative Services Telephone: (714) 528-1925 Ext. 202

Person to contact regarding budget: Wendy Goodson

Telephone: (714) 528-1925 Ext. 202
E-mail: administration@placentialibrary.org

706

COUNTY OF ORANGE

Placentia Library - I & S DISTRICT
FISCAL YEAR 2006-2007

SCHEDULE FOR FUND BALANCE AVAILABLE

Line		
1.	Fund Balance - 06/30/05 (from last year's schedule,Line 4)	166,017
2.	Add: Actual Revenues (excluding Fund Balance Available) FY - 2005-2006	6,731
3.	Less: Actual Expenditures & Encumbrances (excluding Reserves) FY - 2005-2006	(150)
4.	Fund Balance - 06/30/06 (Line 1 + 2 - 3)	172,598
5.	Less: Total Reserves @ 06/30/06 (from total of Column 1, Schedule of Reserve Requirements)	
5A.	General Reserves 0	
5B.	Other Reserves 0	
5C.	Total Reserves (line 5A + 5B)	(0)
6.	Total Fund Balance Available 07/01/06 (Line 4 less 5C). Post this number to Schedule 16, Column 4, Fund Balance Available.	172,598

Prepared by: (District) Elizabeth D. Minter Telephone: (714) 528-1925

Prepared by: (County) _____

Verified by _____

COUNTY OF ORANGE

Placentia Library - I & S DISTRICT

FOR FISCAL YEAR 2006-2007

SCHEDULE FOR RESERVE REQUIREMENTS

	1 2005-2006 Current Reserves	2 Cancellation Of Reserves	3 Increase Or New Reserves	4 Reserve For 2006-2007
General Reserves (Object 9850)	0	0	0	0
Imprest Cash (Object 9829)				
Other Reserves (Provide Detail):				
TOTAL	0	0	0	0

INSTRUCTIONS

1. Record current reserves in Column 1. Post amounts from Column 1 to Schedule for Fund Balance Available, Lines 5A and/or 5B.
2. Record any decrease in reserves to Column 2. Post total of Column 2 to Schedule 16, Column 4, Cancellation of Reserves.
3. Record any increase to reserves or new reserves to Column 3. Post total of Column 3 to Schedule 16, Column 10, Increase or New Reserves.
4. Reserves for 2006-2007 (Column 4) = Current reserves (Column 1) - Cancellation of Reserves (Column 2) + Increase or New Reserves (Column 3).

Prepared by: (District) Elizabeth D. Minter Telephone: 714-528-1925 Ext. 202

Prepared by: (County) _____ Verified by: _____

SPECIAL DISTRICTS
PLACENTIA LIBRARY DISTRICT BUDGET DETAIL

FOR FISCAL YEAR 2006-07

FUND	ASSESSED VALUATION AND DEBT SERVICE TAX RATE SUMMARY							
	ASSESSED VALUATION		ROLL CHANGE/REFUND		MEANS OF FINANCING VOTER APPROVED DEBT			
	SECURED	UNSECURED	SECURED	UNSECURED	SECURED	UNSECURED	TOTAL	TAX RATE
Interest and Sinking								

SUMMARY OF ESTIMATED ADDITIONAL FINANCING SOURCES (ESTIMATED REVENUE, OTHER FINANCING SOURCES, AND RESIDUAL EQUITY TRANSFER)

SUMMARY BY SOURCE (1)	Actual 2004-05 (2)	Actual 2005-06 (3)	Recommended 2006-07 (4)	Approved 2006-07 (5)	Fund Identification Other Than District General Fund (6)
Fund Balance Available	162,519	166,017	172,598		706 - PLACENTIA LIBRARY DISTRICT INTEREST AND SINKING BOND REDEMPTION
6610 Interest	3,647	6,731	6,877		
7130 Other Governmental Agencies					
7817 Interfund Transfers In - from Funds 700-799					
TOTAL MEANS OF FINANCING	166,166	172,748	179,475		

SUMMARY OF FINANCING REQUIREMENTS

SUMMARY OF FINANCING REQUIREMENTS (7)	Actual 2004-05 (8)	Actual 2005-06 (9)	Recommended 2006-07 (10)	Approved 2006-07 (11)	Fund Identification Other Than District General Fund (12)
SERVICES AND SUPPLIES					
1900 Professional and Specialized Services					
1912 Investment Administrative Fees	149	150	150		
TOTAL SERVICES AND SUPPLIES	149	150	150		
4807 Interfund Transfers Out - to Funds 700-799					
5200 Appropriation for Contingencies			179,325		
TOTAL FINANCING REQUIREMENTS	149	150	179,475		

707

COUNTY OF ORANGE
SPECIAL DISTRICT BUDGET FOR Placentia Library
FISCAL YEAR 2006-2007

At a meeting held on July 31, 2006, the Board of Trustees of the Placentia Library District duly adopted the budget (enclose copy of Resolution or Minute Order), as shown in the schedules for the Fiscal Year 2006-2007 in the amount of $ 3,260,992 (from Schedule 16, Column 10, Total Requirements).

BUDGET BALANCING ACCOUNT

Should any numbers listed on these forms be revised or updated, please indicate, in the space provided below, the amount which may be adjusted to balance the total requirements and the available financing.
Adjust 5200 -- Appropriation for Contingencies

Signature of Chairperson of Board

Signature of Secretary

ADDITIONAL INFORMATION REQUIRED

Time of Regular Board Meeting Third Monday, 6:30 P.M.

Directors: 5 Chairperson: Al Shkoler
(Please Print)

Richard C. DeVecchio, Ed.D. Gaeten M. Wood

Betty Escobosa

Secretary: Jean A. Turner Mgr/Supt: Elizabeth D. Minter

Attorney: No attorney of record. Auditors: Moreland & Associates, CPAs

Mailing address of district: 411 East Chapman Avenue, Placentia, CA 92870-6198

ATTN: Mgr. Administrative Services Telephone: (714) 528-1925, Ext. 202

Person to contact regarding budget: Wendy Goodson

Telephone: (714) 528-1925, Ext. 202
E-mail: administration@placentialibrary.org

707

COUNTY OF ORANGE

Placentia Library DISTRICT
FISCAL YEAR 2006-2007

SCHEDULE FOR FUND BALANCE AVAILABLE

Line		
1.	Fund Balance - 06/30/05 (from last year's schedule,Line 4)	851,896
2.	Add: Actual Revenues (excluding Fund Balance Available) FY - 2005-2006	2,076,880
3.	Less: Actual Expenditures & Encumbrances (excluding Reserves) FY - 2005-2006	(1,839,122)
4.	Fund Balance - 06/30/06 (Line 1 + 2 - 3)	1,089,654
5.	Less: Total Reserves @ 06/30/06 (from total of Column 1, Schedule of Reserve Requirements)	
5A.	General Reserves 10,000	
5B.	Other Reserves 0	
5C.	Total Reserves (line 5A + 5B)	(10,000)
6.	Total Fund Balance Available 07/01/06 (Line 4 less 5C). Post this number to Schedule 16, Column 4, Fund Balance Available.	1,079,654

Prepared by: (District) Elizabeth D. Minter Telephone: (714) 528-1925

Prepared by: (County) _____

Verified by _____

COUNTY OF ORANGE

Placentia Library DISTRICT

FOR FISCAL YEAR 2006-2007

SCHEDULE FOR RESERVE REQUIREMENTS

	1 2005-2006 Current Reserves	2 Cancellation Of Reserves	3 Increase Or New Reserves	4 Reserve For 2006-2007
General Reserves (Object 9850)	0	0	0	0
Imprest Cash (Object 9829)	10,000	0	0	10,000
Other Reserves (Provide Detail):				
TOTAL	10,000	0	0	10,000

INSTRUCTIONS

1. Record current reserves in Column 1. Post amounts from Column 1 to Schedule for Fund Balance Available, Lines 5A and/or 5B.
2. Record any decrease in reserves to Column 2. Post total of Column 2 to Schedule 16, Column 4, Cancellation of Reserves.
3. Record any increase to reserves or new reserves to Column 3. Post total of Column 3 to Schedule 16, Column 10, Increase or New Reserves.
4. Reserves for 2006-2007 (Column 4) = Current reserves (Column 1) - Cancellation of Reserves (Column 2) + Increase or New Reserves (Column 3).

Prepared by: (District) Elizabeth D. Minter Telephone: 714-528-1925 Ext. 202

Prepared by: (County) _____ Verified by: _____

SPECIAL DISTRICTS
PLACENTIA LIBRARY DISTRICT BUDGET DETAIL

FOR FISCAL YEAR 2006-07

FUND	ASSESSED VALUATION AND DEBT SERVICE TAX RATE SUMMARY							
	ASSESSED VALUATION		ROLL CHANGE/REFUND		MEANS OF FINANCING VOTER APPROVED DEBT			
	SECURED	UNSECURED	SECURED	UNSECURED	SECURED	UNSECURED	TOTAL	TAX RATE
General								

SUMMARY OF ESTIMATED ADDITIONAL FINANCING SOURCES (ESTIMATED REVENUE, OTHER FINANCING SOURCES, AND RESIDUAL EQUITY TRANSFER)

SUMMARY BY SOURCE (1)	Actual 2004-05 (2)	Actual 2005-06 (3)	Recommended 2006-07 (4)	Approved 2006-07 (5)	Fund Identification Other Than District General Fund (6)
Fund Balance Available	709,481	841,896	1,079,654		707 - PLACENTIA LIBRARY DISTRICT
6210 Property Taxes - Current Secured	1,267,080	1,402,237	1,576,688		
6210 Public Utility Secured Taxes (Sub-revenue 01)	21,745	21,704	21,000		
6220 Property Taxes - Current Unsecured	62,315	63,058	58,000		
6230 Property Taxes - Prior Secured	26,256	31,527	15,000		
6240 Property Taxes - Prior Unsecured	984	977	750		
6250 Property Taxes - Special District Augmentation	7,813	7,833	6,500		
6280 Property Taxes - Current Supplemental	83,836	103,457	65,000		
6300 Property Taxes - Prior Supplemental	2,035	1,745	1,400		
6540 Penalties & Costs on Delinquent Taxes					
6610 Interest	18,463	36,333	30,000		
6690 State - Homeowners' Property Tax Relief	17,217	16,963	17,000		
6970 State - Other	110,739	140,893	150,000		
7130 Other Governmental Agencies					
7670 Miscellaneous Revenue	251,823	250,033	240,000		
7680 Six-Month Expired (Outlawed) Checks		120			
TOTAL MEANS OF FINANCING	2,579,787	2,918,776	3,260,992		

SUMMARY OF FINANCING REQUIREMENTS

SUMMARY OF FINANCING REQUIREMENTS (7)	Actual 2004-05 (8)	Actual 2005-06 (9)	Recommended 2006-07 (10)	Approved 2006-07 (11)	Fund Identification Other Than District General Fund (12)
SALARIES AND EMPLOYEE BENEFITS					
0100 Salaries and Wages	788,699	896,271	1,040,934		
0200 Retirement	104,529	116,518	144,588		
0300 Employee Group Insurance	94,207	132,249	128,927		
0301 Unemployment Insurance	3,764				
0310 Accid Death and Dismemberment Insurance	5,281	506			
0350 Workers Compensation	16,713	12,635	8,500		

SPECIAL DISTRICTS
PLACENTIA LIBRARY DISTRICT BUDGET DETAIL

FOR FISCAL YEAR 2006-07

SUMMARY OF FINANCING REQUIREMENTS

SUMMARY OF FINANCING REQUIREMENTS (7)	Actual 2004-05 (8)	Actual 2005-06 (9)	Recommended 2006-07 (10)	Approved 2006-07 (11)	Fund Identification Other Than District General Fund (12)
TOTAL SALARIES AND EMPLOYEE BENEFITS	1,013,193	1,158,179	1,322,949		707 - PLACENTIA LIBRARY DISTRICT
SERVICES AND SUPPLIES					
0700 Communications	14,390	14,995	14,400		
0900 Food	1,153	2,095	1,100		
1000 Household Expense	6,148	16,365	7,500		
1100 Insurance	11,002	12,282	13,100		
1300 Maintenance - Equipment	27,970	28,536	33,000		
1400 Maintenance - Buildings & Improvements	56,991	58,561	69,750		
1600 Memberships	4,670	3,968	5,000		
1700 Miscellaneous Expense	300		22,953		
1800 Office Expense	71,210	65,337	67,650		
1803 Postage	6,346	6,387	6,900		
1900 Professional and Specialized Services	135,842	127,010	153,820		
1912 Investment Administrative Fees	674	800	1,000		
2000 Publications and Legal Notices	2,576		1,000		
2100 Rents and Leases - Equipment	628	639	31,700		
2200 Rents and Leases - Buildings & Improvements	97,955	86,917	105,000		
2400 Special Departmental Expense	191,372	150,740	225,816		
2700 Transportation and Travel - Meetings/Conferences	10,586	17,865	23,250		
2800 Utilities	57,101	55,612	66,500		
3000 Bad Debts					
TOTAL SERVICES AND SUPPLIES	696,914	648,109	849,439		
OTHER CHARGES					
3700 Taxes and Assessments	6,107	8,894	10,000		
TOTAL OTHER CHARGES	6,107	8,894	10,000		
FIXED ASSETS					
4000 Equipment	21,676	23,940	56,700		
4200 Buildings & Improvements					
TOTAL FIXED ASSETS	21,676	23,940	56,700		
4700 Payments to refunded debt escr ags					
4807 Interfund Transfer Out - to Funds 700-799					
5200 Appropriation for Contingencies			1,021,904		
Increase or New Reserves					
TOTAL FINANCING REQUIREMENTS	1,737,891	1,839,122	3,260,992		

708

COUNTY OF ORANGE
SPECIAL DISTRICT BUDGET FOR Placentia Library - Unused Sick Leave Payoff
FISCAL YEAR 2006-2007

At a meeting held on July 31, 2006, the Board of Trustees of the Placentia Library District duly adopted the budget (enclose copy of Resolution or Minute Order), as shown in the schedules for the Fiscal Year 2006-2007 in the amount of $ 10,993 (from Schedule 16, Column 10, Total Requirements).

BUDGET BALANCING ACCOUNT

Should any numbers listed on these forms be revised or updated, please indicate, in the space provided below, the amount which may be adjusted to balance the total requirements and the available financing.
Adjust 5200 -- Appropriation for Contingencies

Signature of Chairperson of Board

Signature of Secretary

ADDITIONAL INFORMATION REQUIRED

Time of Regular Board Meeting Third Monday, 6:30 P.M.

Directors: 5 Chairperson: Al Shkoler
(Please Print)

Richard C. DeVecchio, Ed.D. Gaeten M. Wood

Betty Escobosa

Secretary: Jean A. Turner Mgr/Supt: Elizabeth D. Minter

Attorney: No attorney of record. Auditors: Moreland & Associates, CPSs

Mailing address of district: 411 East Chapman Avenue, Placentia, CA 92870-6198

ATTN: Mgr. Administrative Services Telephone: (714) 528-1925 Ext. 202

Person to contact regarding budget: Wendy Goodson

Telephone: (714) 528-1925 Ext. 202
E-mail: administration@placentialibrary.org

708

COUNTY OF ORANGE

Placentia Library - Unused Sick Leave Payoff DISTRICT
FISCAL YEAR 2006-2007

SCHEDULE FOR FUND BALANCE AVAILABLE

Line		
1.	Fund Balance - 06/30/05 (from last year's schedule,Line 4)	10,157
2.	Add: Actual Revenues (excluding Fund Balance Available) FY - 2005-2006	412
3.	Less: Actual Expenditures & Encumbrances (excluding Reserves) FY - 2005-2006	(9)
4.	Fund Balance - 06/30/06 (Line 1 + 2 - 3)	10,560
5.	Less: Total Reserves @ 06/30/06 (from total of Column 1, Schedule of Reserve Requirements)	
5A.	General Reserves 0	
5B.	Other Reserves 0	
5C.	Total Reserves (line 5A + 5B)	(0)
6.	Total Fund Balance Available 07/01/06 (Line 4 less 5C). Post this number to Schedule 16, Column 4, Fund Balance Available.	10,560

Prepared by: (District) Elizabeth D. Minter Telephone: (714) 528-1925

Prepared by: (County) _____

Verified by _____

COUNTY OF ORANGE
Placentia Library - Unused Sick Leave Payoff DISTRICT
FOR FISCAL YEAR 2006-2007
SCHEDULE FOR RESERVE REQUIREMENTS

	1 2005-2006 Current Reserves	2 Cancellation Of Reserves	3 Increase Or New Reserves	4 Reserve For 2006-2007
General Reserves (Object 9850)	0	0	0	0
Imprest Cash (Object 9829)				
Other Reserves (Provide Detail):				
TOTAL	0	0	0	0

INSTRUCTIONS

1. Record current reserves in Column 1. Post amounts from Column 1 to Schedule for Fund Balance Available, Lines 5A and/or 5B.
2 Record any decrease in reserves to Column 2. Post total of Column 2 to Schedule 16, Column 4, Cancellation of Reserves.
3 Record any increase to reserves or new reserves to Column 3. Post total of Column 3 to Schedule 16, Column 10, Increase or New Reserves.
4 Reserves for 2006-2007 (Column 4) = Current reserves (Column 1) - Cancellation of Reserves (Column 2) + Increase or New Reserves (Column 3).

Prepared by: (District) Elizabeth D. Minter Telephone: 714-528-1925 Ext. 203

Prepared by: (County) _____ Verified by: _____

SPECIAL DISTRICTS
PLACENTIA LIBRARY - UNUSED SICK LEAVE PAYOFF DISTRICT BUDGET DETAIL

FOR FISCAL YEAR 2006-07

FUND	ASSESSED VALUATION AND DEBT SERVICE TAX RATE SUMMARY							
	ASSESSED VALUATION		ROLL CHANGE/REFUND		MEANS OF FINANCING VOTER APPROVED DEBT			
	SECURED	UNSECURED	SECURED	UNSECURED	SECURED	UNSECURED	TOTAL	TAX RATE
General								

SUMMARY OF ESTIMATED ADDITIONAL FINANCING SOURCES (ESTIMATED REVENUE, OTHER FINANCING SOURCES, AND RESIDUAL EQUITY TRANSFER)

SUMMARY BY SOURCE (1)	Actual 2004-05 (2)	Actual 2005-06 (3)	Recommended 2006-07 (4)	Approved 2006-07 (5)	Fund Identification Other Than District General Fund (6)
Fund Balance Available	9,943	10,157	10,560		708 - PLACENTIA LIBRARY - UNUSED SICK LEAVE PAYOFF
6610 Interest	223	412	433		
7130 Other Governmental Agencies					
TOTAL MEANS OF FINANCING	10,166	10,569	10,993		

SUMMARY OF FINANCING REQUIREMENTS

SUMMARY OF FINANCING REQUIREMENTS (7)	Actual 2004-05 (8)	Actual 2005-06 (9)	Recommended 2006-07 (10)	Approved 2006-07 (11)	Fund Identification Other Than District General Fund (12)
SERVICES AND SUPPLIES					
1900 Professional and Specialized Services					
1912 Investment Administrative Fees	9	9	10		
TOTAL SERVICES AND SUPPLIES	9	9	10		
5200 Appropriation for Contingencies			10,983		
TOTAL REQUIREMENTS	9	9	10,993		

RESOLUTION 07-05

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE PLACENTIA LIBRARY DISTRICT OF ORANGE COUNTY TO ADJUST THE FISCAL YEAR 2006-2007 BUDGETS FOR THE PLACENTIA LIBRARY DISTRICT OF ORANGE COUNTY TO REFLECT THE ADJUSTMENTS IN THE FINAL FINANCIAL STATEMENT ISSUED BY THE OFFICE OF THE ORANGE COUNTY AUDITOR ON JULY 31, 2006.

WHEREAS, the preliminary budgets for the Placentia Library District of Orange County for Fiscal Year 2006-2007 were reviewed at the Regular Meeting of the Board of Trustees on July 31, 2006; and

WHEREAS, The Placentia Library District Board of Trustees adopt Resolution 07-02 on July 31, 2006, prior to receiving the final Financial Statements from the Orange County Auditor for Fiscal Year 2005-2006.all sources of income have been identified to support said budgets.

THEREFORE BE IT RESOLVED, that the Placentia Library District of Orange County Board of Trustees amends its budget for Fiscal Year 2006-2007, as follows: such FUND Budget Unit 702 for $118,988, FUND Budget Unit 703 for $11,253, FUND Budget Unit 706 for $179,475, FUND Budget Unit 707 for $3,260,992, and FUND Budget Unit 708 for $10,993.

AYES:	TRUSTEES:
NOES:	TRUSTEES:
ABSENT:	TRUSTEES:
ABSTAIN:	TRUSTEES:

State of California)
)ss.
County of Orange)

I, Jean Turner, Secretary of the Board of Trustees of the Placentia Library District of Orange County hereby certify that the above and foregoing Resolution was duly and regularly adopted by the Board of Trustees at a Regular Meeting hereof held on the eighteenth day of December, 2006.

IN WITNESS THEREOF, I have hereunto set my hand and seal this eighteenth day of December 2006.

_____
Jean Turner, Secretary
Board of Trustees of the Placentia Library District

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees

FROM: Elizabeth D. Minter, Library Director EDM

SUBJECT: **Placentia Library District Policy Manual Review**

DATE: December 18, 2006

BACKGROUND

When the Library Board of Trustees completed its Placentia Library District Policy Manual in September 2004 it scheduled the initiation of the next review for December 2006.

The Manual as it is configured as of November 20, 2006 is presented as a separate notebook.

The Library Director recommends that the Library Board review Series 1000 – General at its meeting on December 18, 2006 and establish a schedule for the remainder of the Manual.

RECOMMENDATIONS

1. Review and make recommendations for amendments the policies in Series 1000 – General.
2. Establish a schedule for reviewing the remainder of the Manual.

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees

FROM: Elizabeth D. Minter, Library Director EDM

SUBJECT: **Discussion about the Library Board of Trustees' participation in the Friends of Placentia Library re-organization process and the role that the Trustees may play in the new organization.**

DATE: December 18, 2006

BACKGROUND

President Shkoler requested an Agenda Item to discuss the impending Friends/Foundation Merger in order to examine any Library Board suggestions for the united group.

RECOMMENDATION

Action to be determined by the Library Board of Trustees.

Supplement to LRP Publications, Inc.

Board & Administrator

FOR BOARD MEMBERS

December 2006 Vol. 23, No. 4 Editor: Jeff Stratton

Should the board write the job description for the chief financial officer?

When the federal government, and nonprofit stakeholders and benefactors are demanding increased accountability from nonprofit organizations, does it make sense for the board to become more actively involved in hiring for key positions like chief financial officer at the nonprofit?

For example, should the board review and modify the job description for the CFO, if the position is open? Should the board interview candidates for the position and check their references? The answer to both questions is no.

Even as the nonprofit sector changes and adapts to new requirements, personnel management remains your executive director's responsibility. This means that your administrator is responsible for all hiring decisions at the organization, even for jobs that the board considers key, like chief financial officer.

Where should a board properly focus its attention in nonprofit hiring decisions? Here are three areas:

1. ***Approving (but not creating) job descriptions*** that meet legal requirements put forth in laws like the Americans with Disabilities Act.
2. ***Ensuring that pay ranges for positions are competitive*** with like organizations in your community and county. This should be accomplished in the budget-setting process each year.
3. ***Granting the executive director the authority to make hiring decisions*** in the administrator's job description, in board policy that addresses the board/administrator relationship, and in the executive's contract of employment, if she has one. ■

Show support for the administrator

Does your administrator handle the job to the board's satisfaction? If so, count your blessings. It's important for boards to support their executive director. Here are some suggestions:

1. ***Offer a competitive salary.*** Compare your administrator's salary to those at like organizations. Make sure her compensation package is at the very least comparable to what other administrators earn. The average salary of nonprofit executive directors, as reported in *Board & Administrator's 2006 Report on Nonprofit Executive Compensation*: $84,516.
2. ***Award achievement with a bonus.*** These are typically awarded to administrators who meet performance goals developed in the course of their annual review by the board. Average bonus for nonprofit executives, according to the 2006 compensation report: $6,495.
3. ***Allow your administrator to make day-to-day decisions.*** That's a proven—and low-cost—method of supporting your executive director.
4. ***Visit the administrator regularly.*** Don't wait until a problem surfaces. Instead, make it a point to meet informally with the administrator.
5. ***Adhere to "no surprises."*** Don't spring issues on the staff at board meetings. If you have a question, ask the administrator in advance of meetings. This gives her time to research an answer and provide information to the full board. ■

Develop a job description for the board's fundraisers

Hotline call from a Minnesota board member: "We're unhappy with the board's commitment to raising money for our organization. The board would like to create a committee that would allow board members with the skills to concentrate solely on raising money. Could you suggest some responsibilities for this committee?"

The Board Doctor's answer: Every member of a not-for-profit board has the responsibility to provide for the organization's financial health by making a personal annual gift to the organization, and raising money from outside sources.

The role of the fund development committee is to set direction for the rest of the board in the area of fund raising, plan fund raising activities, train board members in fund raising techniques, and support the nonprofit's staff in its fund raising efforts.

Here is a job description I recommend boards consider for their development committees. Be sure to tailor it to your own organization's specific situation. ■

Fund Development Committee

Position description: To lead the board in efforts that attract money and services needed to carry out the organization's mission. To set an example, and encourage all board members to make a personal annual financial gift to the nonprofit.

Duties and responsibilities:

- Work with the executive director to define the short-term and long-term funding needs of the nonprofit.
- Plan funding activities for the full board.
- Review the funding plan to ensure progress toward annual and long-term funding goals. Review progress made the previous year towards the committee's goals. This review shall occur in the first quarter of the fiscal year.
- Contribute financial support, by making an annual gift to the organization, and encouraging other board members to do the same. All board members are expected to make an annual contribution. The size and nature of the gift are matters of personal discretion.
- Involve board members in fund development. All trustees will participate in development efforts. This can include submitting names of prospects, signing letters, making solicitation calls by telephone or in person, writing thank-you notes, or helping to cultivate potential donors.
- Cultivate donors. The board views donor cultivation as an ongoing process, which may take months or years before leading to a gift. Donor cultivation is primarily a board responsibility, though it is supported by management and development staff.
- Identify and recruit community leaders to serve with board members on fund raising committees.
- Educate the full board on the techniques of planned giving, advocacy, marketing, grant seeking, and approaching corporations and individuals for gifts.
- Encourage the participation of the full board in fund raising.
- Support the organization's fund raising staff in its efforts.
- Keep donor information confidential. Donor data will be treated as confidential by the board and staff. It will be shared only on a need-to-know basis. ■

Employment Agreement
Between the Placentia Library District
and
Elizabeth Minter

THIS AGREEMENT, made and entered into on December 18th, 2006 by and between the Placentia Library District, a special district, hereinafter called "Employer", and Elizabeth Minter, hereinafter called "Employee", both of whom understand as follows:

WITNESSETH:

WHEREAS, Employer desires to continue to employ the services of Elizabeth Minter, Library Director of the Placentia Library District, as provided by Section 2000 of the Placentia Library District Policy Handbook; and

WHEREAS, it is the desire of the District Board, hereinafter called "Board", to provide certain compensation and benefits, to establish certain conditions of employment, and to set working conditions of said Employee; and

WHEREAS, Employee desires to accept employment as Library Director of the Placentia Library District;

NOW, THEREFORE, in consideration of the mutual covenants herein contained, the parties agree as follows:

Section 1: Duties

Employer hereby agrees to employ Elizabeth Minter as Library Director of said Employer to perform the functions and duties specified in the District Policy Manual and to perform other legally permissible and proper duties and functions as the Board shall from time to time assign.

The Library Director shall be in charge of and responsible for the operation and management of the Placentia Library and the general business and governmental affairs of the Placentia Library District in accordance with the laws of the State of California governing special districts. The Library Director shall do and perform all services, acts, or functions necessary or advisable to manage and conduct the business and governmental affairs of the District, and as may be from time to time determined by the Board of Directors and as detailed in the job description as provided by Section 2300 of the Placentia Library District Policy Handbook. Employee shall perform all duties with due diligence and with the best interest of the District in mind.

Section 2: Term

A. The term of this contract will begin on December 18th, 2006 and shall continue for a period of ~~fourteen~~ $6\frac{1}{2}$ months and will automatically terminate on June 30th, 2007. At least 30 days prior to the expiration of this agreement the board will meet for the purposes of renewing this contract. In the event the board determines not to renew the contract the board will provide 30 days written notice of their intent not to renew.

B. During the term of this contract the employee is "at-will." Employment at-will may be terminated with or without cause and with or without notice at any time by the employee or the Board. Employee further understands that she does not have a property interest in her position as Library Director. The employee further understands and agrees that her status as an at-will employee may not be changed except in writing signed by the President of the Board of Directors following a resolution approved by the majority of the Board of Directors. The term of this agreement shall commence on December 18th, 2005, and shall continue until terminated by either party as provided for herein.

C. Nothing in this agreement shall prevent, limit or otherwise interfere with the right of the Board to terminate the services of employee at any time, subject only to the provisions set forth in Section 7 of this agreement.

D. Nothing in this agreement shall prevent, limit or otherwise interfere with the right of the Employee to resign at any time from her position with Employer, subject only to the provisions set forth in Section 7 of this agreement.

Section 3: Salary

A. Employer agrees to compensate Employee for her services rendered pursuant hereto an annual base salary of $104,707.20, payable in semi-monthly installments.

B. Cost of living (COLA) adjustments or any other benefits except as expressly provided in this agreement will not apply.

C. Salary increases, if any, during the term of this agreement shall be based, in part, on a performance review with the percentage salary increase determined by the Board of Directors (see Section 4, below).

Section 4: Performance Evaluation

A. Employer agrees to meet with Employee from time to time for purposes of evaluating the Employees performance. The board in its sole discretion will establish the criteria for evaluating the employee's performance and to establish goals by which to measure Employee's performance. Employer further agrees to meet with Employee after the 3-month anniversary date of this agreement for the purpose of evaluating Employee's performance.

B. The Board shall make every reasonable effort to review and evaluate the performance of the Employee at least once annually in advance of the adoption of the annual operating budget. Said review and evaluation shall be in accordance with specific criteria developed by Employer, and may include staff input as part of that process. The criteria may be added to or deleted from as the Board may determine, in consultation with the Employee. Further, the Board President shall provide the Employee with a summary written statement of the findings of the Board and provide an adequate opportunity for the Employee to discuss the evaluation with the Board.

Section 5: Management Benefits

Employee shall receive the following fringe benefits:

A. Employee shall accrue vacation in accordance with the District's personnel policy manual.

C. Employee accrues 8 hours of sick leave per month. In the event of retirement, permanent disability or death, the District shall pay the employee, or heirs, in accordance with the District's Policy Handbook.

D. Health, dental, life, accidental death and dismemberment, and other health-related insurances, retirement, reimbursement for authorized District related expenses, and disability leave shall all be allowed in accordance with the District's Policy Handbook. In addition the supplemental life insurance policy, with total coverage in the amount of $150,000, in effect since December 28th, 1999 will be continued.

E. In accordance with the District's leave policy, the Employee shall be entitled to all holiday leave, jury duty, bereavement leave and other leave stipulated available to management employees as defined by the District's Policy Handbook.

G. This agreement is not intended to and in fact does not entitle the Library Director to any benefits other than those stated in this agreement.

Section 6: Professional Development

A. Employer agrees to budget for and to pay for professional dues and subscriptions of Employee necessary for the continuation and full participation in national, regional, state, and local associations and organizations necessary and desirable for continued professional participation, growth, and advancement, and for the good of the Employer.

B. Employer hereby agrees to budget for and to pay for reasonable travel and subsistence expenses of Employee for professional and office travel, meetings, and occasions necessary to continue the professional development of Employee, and to adequately pursue necessary functions for Employer, including but not limited to American Library Association, Placentia Chamber of Commerce, Independent Special Districts and the California Special Districts Associations, and such other appropriate, regional, state, and local governmental groups and committees thereof, as approved by the Board, which Employee serves as a member on behalf of the District.

C. Employer also agrees to budget for and to pay for reasonable travel and subsistence expenses of Employee for short courses, institutes, and seminars that are necessary for professional development and for the good of the Employer.

D. Employee shall obtain prior Board approval for any expenses in this Section which are not budgeted and for all out-of-state functions. Emergency situations may be approved by the Board President or his/her designee.

Section 7: Termination of Agreement, Severance Pay and Retirement

A. This agreement may be terminated at any time by either party in writing with or without cause or notice. Both sides agree that it is preferable to provide thirty (30) days advance notice of termination, but such advance notice is not required.

B. The parties to this Agreement expressly acknowledge that Employee is "at will" and serves at the pleasure of the Board of Directors. Employee may be terminated at any time with or without cause at the sole discretion of the District. The District recognizes the right of the Employee to terminate her employment at any time with or without reason.

C. Notwithstanding anything else contained in the Agreement, the terms and provisions of this Agreement shall terminate automatically and immediately upon the death or permanent disability of Employee which precludes the employee from performing the essential functions of her job with or without an accommodation.

D. Termination for Cause - In the event Employee is terminated by Board for cause, the Employee shall be given written notice setting forth the reasons for such termination. No severance or termination pay shall be awarded to the Employee if Employer determines to terminate Employee for cause.

E. Termination Without Cause - Employer and Employee agree that circumstances may arise under which Employer wishes to terminate this agreement without reference to specific issues or failure to perform on the part of Employee. In the event Employer wishes to terminate Employee without reference to cause, then Employee shall be entitled to severance pay in a lump sum equal to six month's salary.

F. In the event Employee is terminated by the Board pursuant to either paragraph D or E above, the Employee shall receive accrued but unused vacation. Accrued sick leave benefits shall be paid in accordance with District personnel policy.

G. Should employee choose to retire, written resignation with desired retirement date shall be provided to the board at least 60 days prior to said date.

Section 8: Notices

Notices pursuant to this agreement shall be given by deposit in the custody of the United States Postal Service, postage prepaid, addressed as follows:

A. President – Placentia Library Board of Trustees, Placentia Library, 411 East Chapman, Placentia, CA 92870

B. Elizabeth Minter, 539 Gardenia Avenue, Placentia, CA 92870. Alternatively, notices required pursuant to this agreement may be personally served in the same manner as is applicable to civil judicial practice. Notice shall be deemed given as of the date of personal service or as of the date of deposit of such written notice in the course of transmission in the United States Postal Service.

Section 9: General Provisions

A. The text herein shall constitute the entire agreement between the parties and supersedes any and all other agreements, either oral or in writing between the District and the Employee and contains all of the covenants and agreements between the parties with respect to such employment in any manner whatsoever.

B. Each party to this agreement acknowledges that no representations, inducements, promises, or agreements, orally or otherwise, have been made by any party, or anyone acting on behalf of any party, which are not embodied herein, and no other agreement,

statement, or promise not contained in this agreement shall be valid or binding. Any modification of this agreement will be effective only if it is in writing and signed by both the District and the Employee.

C. This agreement shall be binding upon and inure to the benefit of the heirs at law and executors of the Employee.

D. If any provision, or any portion thereof, contained in this agreement is held unconstitutional, invalid or unenforceable, the remainder of this agreement, or portion thereof, shall be deemed severable, shall not be affected, and shall remain in full force and effect.

E. The parties agree to submit any and all disputes regarding this contract or the employment relationship to binding arbitration with the American Arbitration Association, pursuant to their rules for Employee/Employer matters.

F. This agreement shall be interpreted under the laws of the State of California.

G. Employee understands that the Board may, from time to time, revise the District's Personnel policies. Employee understands that she is subject to those policies and procedures when they are not in conflict with the contents of this agreement.

IN WITNESS WHEREOF, Placentia Library District, has caused this agreement to be signed and executed in its behalf by its Board president, and duly attested by its Secretary, and the Employee has signed and executed this agreement, both in duplicate, the day and year first above written.

Dated:_____

_____
Board President

_____
Secretary

_____
Employee

CSL CONNECTION

The California State Library | Founded 1850

Issue No. 44 | *CSL Connection* -- A quarterly publication of the California State Library | WINTER 2007

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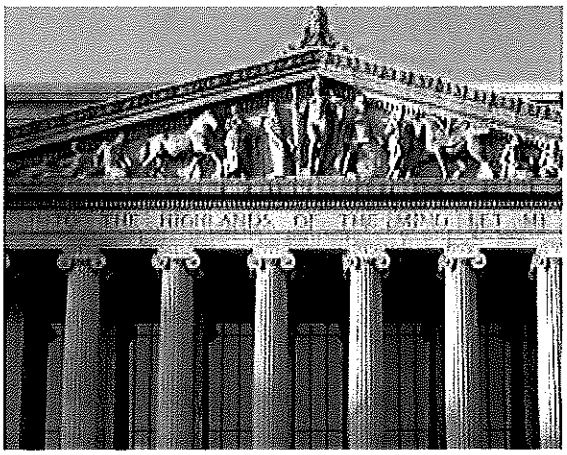
In this issue:

State Librarian of California, Susan Hildreth

Update from the State Librarian

Greetings everyone. I have enjoyed a fall full of travel and activities. Please read on!

My September agenda included visits to library sites and events throughout California. Early in the month I joined my learned colleagues at the UCLA Research Forum for which we provided input to UCLA doctoral students investigating a research agenda for public libraries. On September 9th I attended the opening of the Monterey Park Bruggemeyer Library, a renovated and expanded building that the community clearly loves huge numbers of people attended the gala event. On September 14th we had an informative Library of California Board meeting in Sacramento where Ruth Metz, library consultant and former CLSA system director, introduced the California State Library's (CSL's) efforts to determine new models for question answering. September 15th I was pleased to attend the donor reception at the newly renovated and expanded Carmichael Library in Sacramento. (I was involved in wiring Carmichael's building for the Internet in the early 90's, and can attest to the vast improvement!)



California State Library, Stanley Mosk Library and Courts Building facade.

I next zipped down to West Hollywood and joined Margaret Todd, County of Los Angeles library director, in welcoming attendees to the annual Book Fair, an event that boasted a huge audience and many great authors. I then attended the Diversity Summit sponsored by UCLA on September 18th. Like the Research Forum, the Summit featured outstanding professionals and students who brainstormed methods for achieving the diversity so vital for library success in our multicultural communities. I topped off my September with the fabulous opening of Monterey County's Castroville Branch, a building set in the civic plaza, and truly the heart of that community.

Traveling far outside California in October, I began the month in Little Rock, Arkansas to attend the fall continuing education meeting of the Chief Officers of the State Library Agencies (COSLA) during which we had a great discussion on The World is Flat (Thomas A. Friedman) and what it means for libraries. The COSLA group also had a wonderful tour and dinner at the Clinton Presidential Library.

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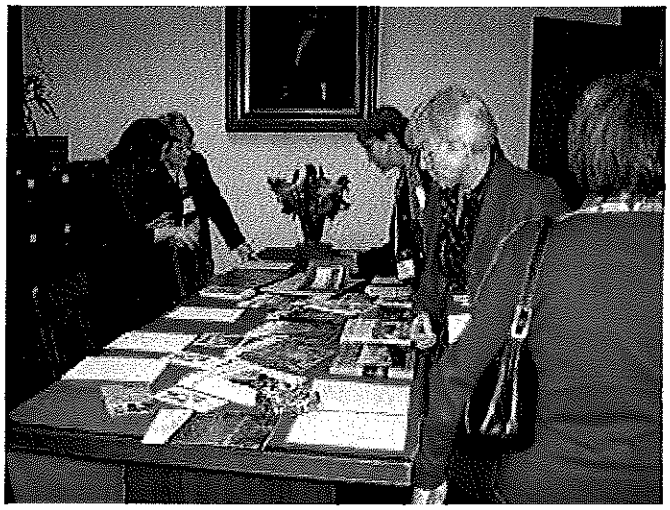
A look at the November CLA reception at the California State Library

The California State Library on Sacramento's Capitol Mall was lit up Sunday, November 12 when over 400 guests from the California Library Association's annual conference joined State Librarian Susan Hildreth and many other members of the California State Library community for a 2 hour evening gala hosted by the California State Library Foundation and Infopeople.

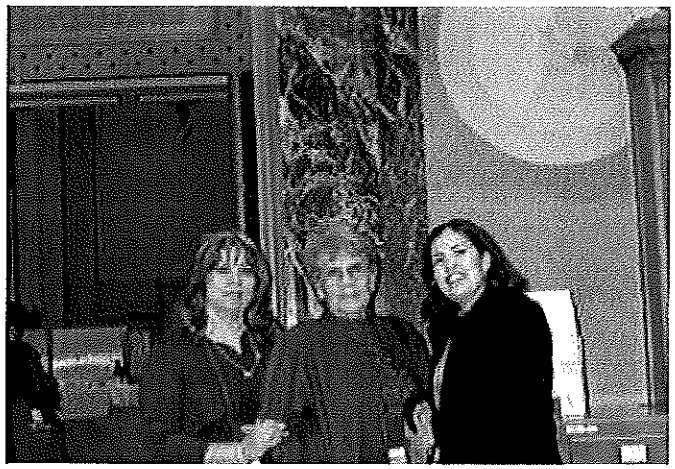
The conference reception in the Stanley Mosk Library and Courts Building took place in the Memorial Entrance Vestibule, the State Librarian's office, Gillis Hall and the "old" Circulation and Catalog Room. Reception guests were particularly taken with the grandeur of the State Librarian's office and the immense Maynard Dixon murals covering many of the public walls. Rivkah Sass of the Omaha Public Library called the building "incredible," and said the "physical space of the State Librarian's office befits the position."

Margaret Donnellan Todd, County of Los Angeles Public Library and Susan Hildreth.



California State Library Foundation information table outside State Librarian's office.

"This building is amazing -- the murals are wonderful"
-- Lizbeth Legaspi



(L to R) Lisbeth Legaspi, Camarena Memorial Library; Maria Barajas, Camarena Memorial Library; Graciela Cristerna, Imperial County Free Library.

CLA guests enjoy buffet in "old" circulation room.

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California State Library volunteers busy at the 2006 Governor's Conference for Women

Staff from throughout the California State Library (CSL) were volunteers at the The California Governor and First Lady's September 2006 Conference on Women at the Long Beach Convention Center. The CSL staff were escorts to conference speakers, an exhilerating and enlightening assignment for the Sacramento team.

CSL Governor's Conference Volunteers.
(L to R) Back row: Glen Smith, James Crudup, Mike Martinez, Vera Nicholas. Front row: Janna Franks, Lisa Foster, Susan Hanks.

Celebrating its 20th Anniversary, the 2006 Women's Conference featured not just renowned celebrities such as Duchess of York Sarah Ferguson, Anna Quindlen, Maureen Dowd, Tim Russert, Martha Stewart and His Holiness the Dalai Lama, but also business leaders and women whom First Lady Maria Shriver calls "remarkable."

More than 11,000 people attended the sold-out event that included speeches, workshops, panels and an information-packed Exhibition Hall. Everyone involved - the attendees, the speakers, and the presenters - needed to navigate the enormous Conference Center and to keep on schedule. The CSL volunteers made sure that "their" people got where they had to be, on time and in good spirits.

The CSL boasted the largest volunteer group of any California agency despite the CSL's relatively small size of 180 employees. The CSL team included Janna Franks, Vera Nicholas, Mary Jane Kayes, Lisa Foster, Michael Martinez, Glen Smith, James Crudup, Susan Hanks, and Sabah Eltareb.

Learning from celebrities

CSL Senior Librarian Vera Nicholas had the "honor" of working with Immaculee Ilibagiza, a Rwanda genocide survivor and author of *Left to Tell: Discovering God Amidst the Rwandan Holocaust*. Ilibagiza joined Laci Petersen's mother, Sharon Rocha, and Los Angeles Police Department Officer Kristina Ripatti on the panel, "Beyond Courage: Overcoming the Unimaginable."

One entrance to the Long Beach Center.

Nicholas says, "Spending the day with Immaculee...was inspiring. When Immaculee told me that her escape from certain death by hiding out with seven women in a tiny bathroom for three months had solidified her faith, I learned that beauty and kindness emerge even out of the worst of human tragedies."

Mary Jane Kayes, a librarian in the CSL's Braille and Talking Book Library, accompanied Loretta Claiborne. Born partially blind and mildly retarded, Claiborne has devoted her life to people with special needs, and to inner-city kids. Claiborne has crossed the finish line of 25 marathons, twice placing among the top 100 women in the Boston Marathon. She's carried the torch in the International Special Olympics, has won medals in dozens of Special Olympics events, and holds honorary doctorate degrees from Quinnipiac College and Villanova University.

Kayes learned that though Claiborne has traveled the world

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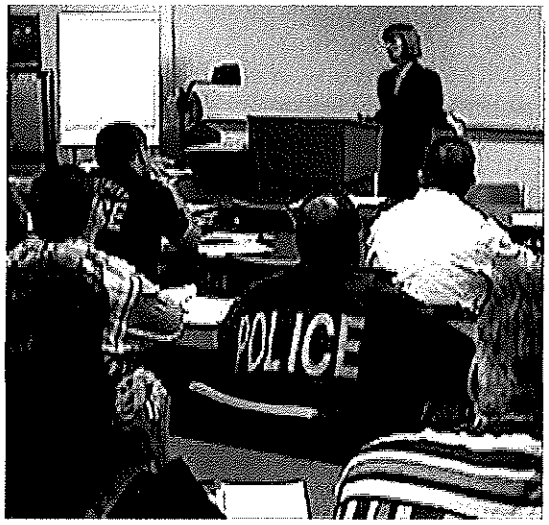
State Spotlight: Peace Officer Standards and Training (POST) Library, Clearinghouse and Resources

The State of California's Peace Officer Standards and Training (POST) Library is one of the nation's leading law enforcement libraries. POST, the agency housing the library, sets guidelines for peace officer selection, develops training materials, and ensures that law enforcement officers meet the California legislature's training standards.



Law enforcement students at Peach Officer Standard and Training (POST) lecture.
(Photo courtesy -- State of California Peace Officer Standard and Training Agency)

The POST Library holds hard copies of approximately 8,000 books, reports, documents, journals, magazines and papers, and about 200 online subscription titles, from *Cultural Diversity At Work* to *Recruitment Today* to *Undercover* to *Homeland Security.* POST Supervising Librarian Phyl Barrus, a librarian since 1987 and a six-year POST veteran, puts her library's holdings in plain terms. She says, "We have mostly things concerning law enforcement...anything concerning the job that guys do out on the streets the sheriffs, the California Highway Patrol, and the police...our categories range from administrative to police safety to investigations."

POST Library customers include all California law enforcement professionals, POST employees, and any member of the public who needs law enforcement resources. Barrus reports that national and international electronic publications about law enforcement, to which POST Library links, are frequently "pertinent to the general public." "When your child is missing: A Family Survival Guide," a US Department of Justice publication written by families of missing children, is an important example.

People "in crisis," Barrus says, "don't know where to look, and we offer them one option." "I'm into pushing information and resources to people who need them," she asserts.

Barrus calls POST Library's services a "hidden resource" for customers in local libraries. "We index magazines and journals that commercial databases don't. Online customers can find items in our database that they can't find anywhere else." Debbie Dalton, a former POST librarian, now working at the California Department of Transportation Library, worked at Sacramento Public Library and remembers college students asking for law enforcement materials for their papers. At that time, Dalton and her colleagues weren't aware they could access POST Library's source texts on law enforcement. "We want to get out the word that the POST Library uses OCLC...a lot of our [POST's] books, and specialized collections are a click away for library customers," Barrus says.

California POST Library earns national and international acclaim

Because California's POST Library has moved the field of law enforcement research onto the Internet, it is earning recognition far beyond California. "When we first went online," Barrus says, "the US Department of Justice's library service, the National

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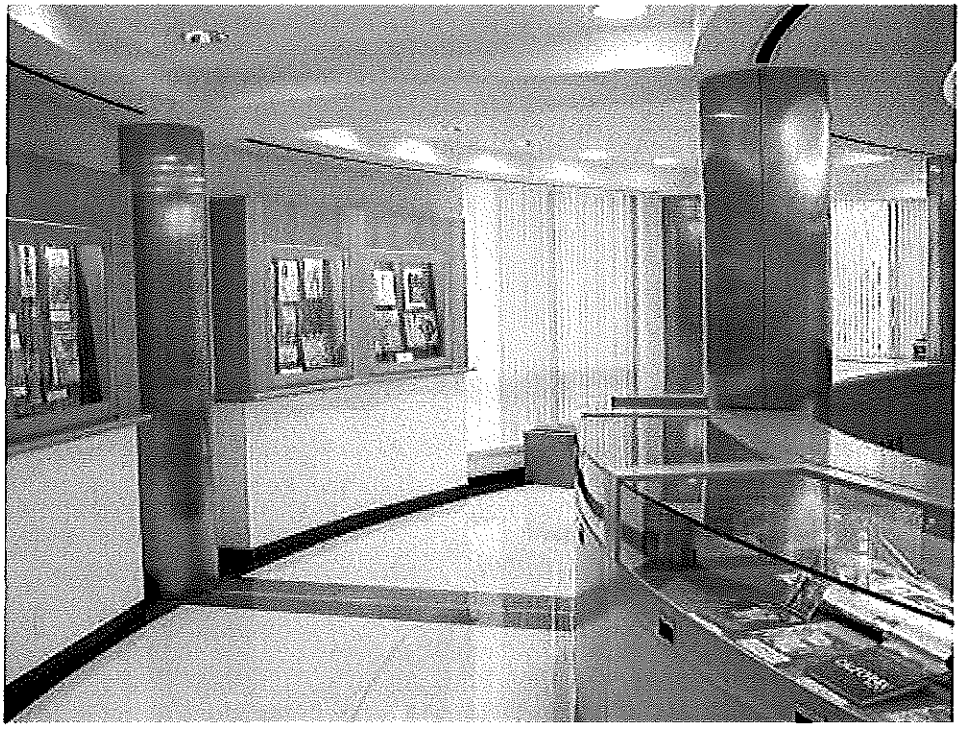
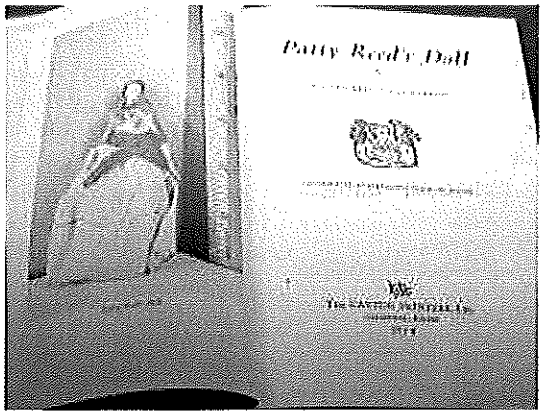
Californiana for the Young & Young at Heart: A Special Exhibition of Books for Children with a California Theme now at the California State Library

The California History Section of the California State Library holds a sizeable collection of books which authors since the 19th century have designed for children of all ages. Visitors can see these historic treasures in *Californiana for the Young and Young at Heart: A Special Exhibition of Books for Children with a California Theme,* California History's newest exhibit running through February 2007 at the California State Library (CSL).



The Mead B. Kibbey Gallery, Library & Courts II Building.

California's storied past, from the early days of Spanish exploration to the gold rush to the feats of modern-day sports stars, has long provided fertile ground for the authors and artists who create books for children. The colorful publications in the CSL exhibit provide a fascinating look at the cultural history of California boys and girls. The exhibition items also document the ever-evolving interpretation of California's past. Many consist of textbooks from the late 19th and early 20th centuries created or approved by California's Department of Education. Included in the exhibition is a selection of Chinese language textbooks dating from 1910 to 1930 used by the Sacramento Delta community of Locke. Others, however, have taken on historical themes centering on early explorers, Franciscan missions, Gold Rush, Pony Express, and building of the railroads.



Patty Reed's Doll records the harrowing story of a child member of the tragic Donner Party.

Highlights of the exhibition include *Uncle John's Stories for Good California Children* (San Francisco, 1860), the first California story book for children; letters and books of Palmer Cox, author of the famed Brownies series; an inscribed

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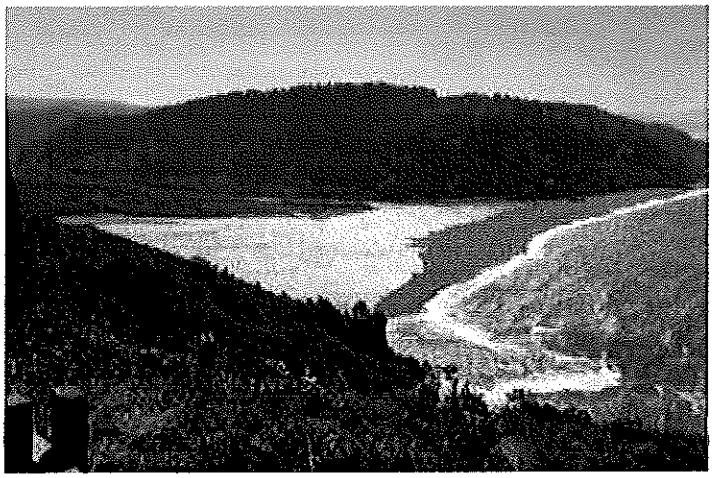
California Research Bureau leads Klamath Basin Educational Policy Tour

Since 1991, California State Library's California Research Bureau (CRB) has offered the California legislature reports, explanatory memoranda, policy seminars, conferences and on-site tours services that supply California lawmakers with non-partisan research and information about policy issues confronting the state.

This fall CRB representatives took key California agency and legislative staff on an educational tour of the Klamath River Basin, a watershed area spanning both northern California and south-eastern Oregon that is the focus of important environmental policy decisions currently being considered by regulators and lawmakers at the state and federal levels. The CRB tour, funded by a grant from the Resources Legacy Fund Foundation, provided tour participants with an opportunity to visit key areas of interest within the Klamath River Basin and hear presentations from stakeholder groups representing the diverse Klamath Basin communities who rely on the Klamath's scarce water resources.

The Klamath Basin: A complex history

Since 1905, the federal government has encouraged and developed farming homesteads and wildlife refuges in the Klamath River Basin. To support these developments dams with hydropower facilities to generate electricity and provide reservoirs for flood control, irrigation water storage, and recreational uses were built. Although licensing prescriptions and watershed policy regulations were enacted to manage the distribution, quality and flow of the Klamath River waters in an effort to protect the interests of the stakeholder groups who rely the river for their economic and cultural survival, conflicts regarding water rights have persisted.



The mouth of Klamath River.
(Photo courtesy -- Pamela Rasada Davis)

Klamath River Basin's stakeholders include Klamath Basin Indian tribes in both Oregon and California, irrigators, commercial fishing enterprises along the California and Oregon coasts, hydropower operators, commercial salmon fishers, California and Oregon state governments, county and local governments, multiple federal agencies, watershed managers, wildlife refuges, recreational rafting outfits, and various other groups from inside and outside of the basin.

When watershed management policies in 2001 and 2002 resulted in both severe economic hardship for irrigators and commercial fisherpersons and the death of more than 30,000 threatened salmon, water use conflicts intensified. Many parties called for better management of Klamath River water as well as the identification and mitigation of the causes of the mortality. Subsequent reports by governmental and private agencies identified many potential causes of poor river water quality, the 2002 fish mortalities and the overall decline of salmon populations. Several select stakeholder groups cited the presence of the dams along the river as a major factor causing the ecological decline of the river.

In 2004 when PacifiCorp, the main operator of hydropower plants along the Klamath

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California State Library supports Local History Digital Resources Project

The California State Library, through an effective program called the Local History Digital Resources Project (LHDRP), offers grants to local libraries that want to digitize their special collections. The LHDRP supports staff member attendance at digitizing trainings. It gives libraries access to a cataloging tool. It provides scanning services for 200 images and it allows $5000 for project costs.

Marin County Free Library's postcard of a 1905 Kentfield real estate office.
(Photo courtesy -- Marin County Free Library)

More than 40 public, academic and special libraries have participated in the LHDRP since 1999. Today, California library staff from Modoc to Calexico are digitizing their manuscripts, photographs, and works of art and over 18,000 of California's historic items are on one website, accessible to users worldwide. Because of the skills staff have gained through LHDRP, students, journalists, genealogists, and web surfers can view, save, and print California rarities such as Marin County Free Library's postcard of a 1905 Kentfield real estate office that they couldn't access before.

Library leaders call LHDRP "essential"

Feedback about LHDRP from people in California's library community has been positive. Susan Jones of the Southern California Library for Social Studies and Research says, "The experience gained by participating in the *Local History Digital Resources Project* has proven essential to our efforts in moving forward in this digital direction." Anji Brenner of Mill Valley Public Library says, "Our [Mill Valley Public Library] Foundation is using our [digitization] project as a springboard for securing an endowment to assure ... funding for digitizing the [library's] entire collection." And Donna Golden of the Chula Vista Public Library remarks that LHDRP allowed the library to start digitizing its collection "by supplying training and supplies for the Local History Librarian and Library Technician."

Collaboration with the University of California

Although other states have created statewide digitization projects that incorporate state portals to their content, LHDRP differs in that it leverages an existing statewide access point for historical material associated with the premier state supported academic institution, the University of California. The expertise of university staff enables even

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Braille and Talking Books Library (BTBL) now offering digital books

Snuggling up to a good book is a guilty pleasure that is "going digital" for a few techno-savvy customers of the California State Library's Braille and Talking Book Library (BTBL). BTBL has long offered people with visual or physical disabilities free services including recorded-books on cassette, a special cassette player, Braille books, and mail service to the customer's home. Now BTBL is offering customers something more - downloadable digital audio books. The California State Library Foundation is funding the new service.

In April 2006, BTBL joined Unabridged, a cooperative of national Talking Book libraries, which has contracted with Overdrive, a company that provides downloadable audio books. Once customers sign up for the digital book service through BTBL, they access http://unabridged.lib.overdrive.com to select books they can hear directly from their PC, or burn to a CD or, in most cases, upload to their MP3 players or other portable devices.

BTBL customer in front of computer and traditional cassettes.

Today, of BTBL's 15,000 registered borrowers about 80 are using the new digital service. BTBL has about 1600 titles in the digital collection and the average circulation of the books at BTBL is around 60 a month.

National Library Service for the Blind and Physically Handicapped digital books targeted for 2008

The long-awaited digital service through Unabridged has arrived before the National Library Service for the Blind and Physically Handicapped (NLS) at the Library of Congress goes digital in 2008 by which time NLS hopes to have digitized 16,000 titles and 50,000 digital talking book players. Aimee Sgourakis of BTBL says that some of her customers "just didn't have the patience to wait for NLS to make the transition to digital. They are asking for the Unabridged service now," she says.

Until the NLS digital service is available, Unabridged's downloadable book users will test and comment on the new format. One woman suffering from brain damage finds the digital books far superior to cassette books because she doesn't have to hear the high-pitched screech cassettes make as they fast forward or rewind. Another customer is excited to be able to burn his reading choices onto a CD. Though digitized books take a long time to download, and have other minor glitches, customers are enthusiastic about the changes ahead and optimistic that the new formats will be better quality, and easier to use than cassettes, and will be a comfortable size to slip into a pocket.

For more information about BTBL digital book collection email btbl@library.ca.gov or call (916) 654-0640, or toll-free 800-952-5666.

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New and renovated library openings around the state

Bond Act Library Openings

Monterey Park Bruggemeyer Library

The newly renovated and expanded Monterey Park Bruggemeyer Library in the City of Monterey Park opened on Saturday, September 9, 2006. The library, located in a dramatically diverse community that has 61.5% Asian and 28.9% Hispanic populations, includes more than 340 user seats, 90 technology stations, collections in Chinese, Japanese, Korean and Spanish languages, and expanded areas where children and teens can get homework assistance.

Community members wait excitedly for Monterey Park Bruggemeyer Library opening day.
(Photo courtesy -- Monterey Park Bruggemeyer Library)

For complete details about the Monterey Park Bruggemeyer Library construction project, please visit their page on the OLC website.

Hesperia Branch Library

Hesperia Branch Library, a branch of the San Bernardino County Library, was officially opened on Saturday, October 14, 2006. The new 20,000 square foot facility provides more resources and services for children and youth (73% of the residents live in households with children). The library features a fireside reading area, a community room that supports multi-media events, and a computer center with 20 personal computers where members of the community can receive training. For complete details about the Hesperia Branch Library construction project, please visit their page on the OLC website.

Opening day crowds at the Hesperia Branch Library.
(Photo courtesy -- Hisperia Branch Library)

Families enjoying the pre-school picture book area at the Hisperia Branch Library.

(Photo courtesy -- Hisperia Branch Library)

Castroville Library

Castroville Library (Andy Ausonio Library), a branch of the Monterey County Library, held its grand opening on Saturday, September 29, 2006. In addition to housing the

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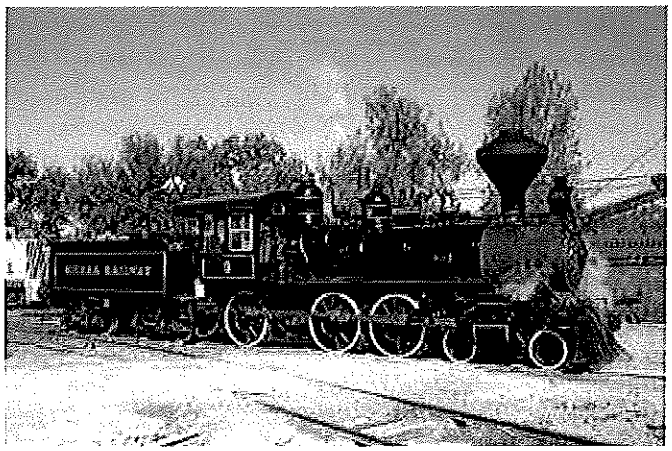
California Cultural and Historic Endowment supports famous Sierra Train restoration

The Sierra Railway steam locomotive No. 3 went into business in 1897 when it pulled its first passenger train through California's Gold Country. Sierra No.3 really hit its stride though when Hollywood moviemakers, after first using it in 1919's *Red Glove*, made it the star of 200 movies and television programs in the 20th century.

Sierra No. 3 has been in *High Noon, The Great Race, Bound for Glory, Back to the Future III* and *Unforgiven*. It has also appeared on television, in *Lone Ranger, Tales of Wells Fargo, Petticoat Junction, Rawhide, Death Valley Days, Lassie, Gunsmoke, Bonanza, The Wild, Wild West, Little House on the Prairie* and in various commercials.



Sierra No. 3 at Railtown 1897 in recent years.
(Photo courtesy -- California State Railroad Museum

Today, Sierra No. 3, one of the most recognizable steam locomotives in the world, needs critical restoration work. It lies dismantled in *Railtown 1897* State Historic Park in historic Jamestown, California's only preserved steam-era shortline railroad roundhouse complex.

A grant from the California Cultural and Historic Endowment (CCHE) will help fund the restoration Sierra No. 3 so critically needs.

Sierra No. 3 in scene from Petticoat Junction TV Series (1960).
(Photo courtesy -- California State Railroad Museum

In its Round Two grant distribution, the CCHE allowed $300,000 to the California State Railroad Museum Foundation (CSRMF), to help restore Sierra No. 3 to its 1929 appearance; to bring the locomotive into compliance with new Federal Railroad Administration (FRA) operating standards; to display and interpret it at *Railtown 1897* SHP; and to steam it up for Hollywood events, excursion rides, and new filming engagements.

The restored Sierra No. 3 will enhance heritage tourism and historic preservation in Tuolumne County. Sierra No. 3 will draw to rural California children, teachers, adult learners, and tourists who want to see this "movie star." While in *Railtown 1897* State Historic Park, visitors will discover the rich cultural legacy of California's railroads.

For more information about Railtown 1897 State Historic Park please visit http://www.californiastaterailroadmuseum.org/default.asp.

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Field Feedback: The California State Library hears from you!

Governor lauds California State Library Research Bureau

On August 25, 2006 **Governor Arnold Schwarzenegger** sent **Susan Hildreth** an official letter in which he praises CRB's DVD, "Bringing Young People to the Policy Table." Here is the complete text of his letter:

> Dear Ms. Hildreth,
>
> Thank you for writing to me and sharing the educational DVD. I always enjoy hearing about initiatives that are helping to nurture the young people of California.
>
> I also appreciate your remarkable efforts to promote the role of our future leaders in the important issues facing our state. Your commitment to our youth is carrying forward the California State Library's proud legacy of enhancing education and enriching our communities.
>
> Again, thank you for your letter. California relies on education leaders like you who care about the well-being and success of our children.
>
> Sincerely,
>
> *Arnold Schwarzenegger*

"Excellence" of California State Library's California History room

Last week and the week before, my wife and I had the privilege of doing research for our book in the California History room of the California State Library and we wish to express our appreciation not simply for the facility, its holdings and the excellence of the preservation, organization and arrangement but for the incomparable quality of the staff.

John Gonzalez and the several members of the staff could not have been more supportive, helpful, knowledgeable, and downright enthusiastic in serving our needs and those of every other visitor whom we saw there. We commend you and all concerned on the operation of this important function of state government.

We have both joined the California State Library Foundation. Thank you.

Robert Commanday and Mary Commanday, Oakland

California State Library's Government Publications service "swiftest" for customer in Wales

A writer seeking an obscure item [Carnes, E. K. 1912a. 'Collecting ladybirds (Coccinellidae) by the ton'. California State Horticultural Committee Monthly Bulletin 1: 71-81] found not only his materials but also superior customer service through the work of Library Technical Assistant Dia Reid of the California State Library's Government Publications Section. The customer wrote:

> You clearly run the swiftest, most efficient library service in the world, and I shall sing your praises wherever I go - first stop, Thanksgiving tomorrow with a Californian friend of ours here in Cardiff.
>
> The quality is excellent, by the way: I'm off to read it now.
>
> *Tony Bianchi, Cardiff, Wales*

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Update from the State Librarian, cont. from page 1

In mid-October, I took advantage of the Western Council of State Libraries' (all state libraries west of the Mississippi) fall meeting in Honolulu where I spent the pre-meeting weekend enjoying Waikiki. Imagine my surprise when I awoke on Sunday, October 15th to a 6.7 earthquake! The power was off until 10 pm in Honolulu so the stores and restaurants were closed all day, creating cranky tourists. The Council's meeting went on without incident and I saw many wonderful public libraries on Oahu. Stephen Abrahm, SirsiDynix Vice-President for Innovation, was our keynote speaker and challenged us to rock our world in step with the earthquake experience.

On October 19th, I attended the annual Open House at the Braille Institute in Los Angeles, a wonderful center that provides diverse services to the visually impaired. That day I also attended the 50th anniversary celebration for California Literacy in Pasadena.

Back in Sacramento in late October, I was honored to host library school students from the Oakland, Sacramento and San Francisco Public Libraries who are participating in the Urban Libraries Council Scholars program. These students meet regularly to learn more about the profession, their institutions and to develop their own network. I was lucky to interact with library school students again when I was a guest in Dave Genesy's public policy class at San Jose State University.

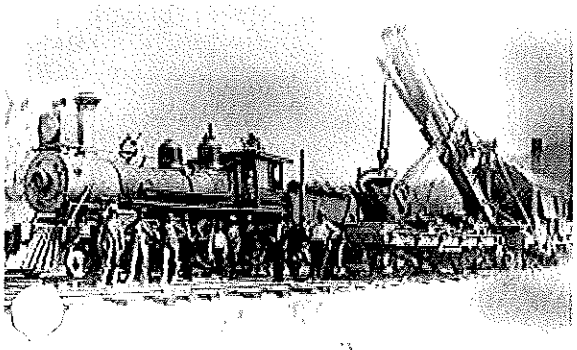
My November began with the grand opening of the City of Alameda Main Library. Though rainy that day, Alameda locals were out in force to see their beautiful new library that has been planned for over 30 years. I then scooted down to San Jose again to participate in the San Jose School of Library and Information Science Advisory Committee, members of which include industry representatives, library practitioners, faculty and students who give Dean Ken Haycock and his staff strategic advice on their program. While at the university, I attended the annual Lazerow Lecture and again had the pleasure of hearing the irreverent Stephen Abrahm.

On November 8th, I hosted a reception in my office for attendees at the Harvard Library Design Seminar. California was fortunate to be the first non-Harvard site for this unique learning opportunity. Finally, many of you enjoyed a look at the State Librarian's office when you visited during the CLA reception that the CSL Foundation and Infopeople generously sponsored. It was great to see all of you at that fun event.

In December I am sure I will be on the road again but I am most excited to participate in a summit, convened by American Library Association President Leslie Burger. This meeting to develop a National Legislative Agenda for libraries will be held December 10 -11th in Washington, DC. I applaud Leslie's efforts in convening this summit and will provide you with details on the outcomes in the spring 2007 edition of *CSL Connection*.

Hope you all have a great holiday season and best in 2007.

Sierra Train Restoration, cont. from page 10



Construction of Sierra Railway trackage circa 1904 as Sierra No. 3 poses proudly with a steam shovel and members of the crew.
(Photo courtesy -- California State Railroad Museum

About the California Cultural and Historical Endowment

In 2002, the California Cultural and Historical Endowment (CCHE) was created to support the "acquisition, development, preservation, and interpretation of buildings, structures, sites, places, and artifacts that preserve and demonstrate culturally significant aspects of California's history and for grants for these purposes." The CCHE Endowment is responsible for distributing $122 million in Proposition 40 funds. Seventy-eight million has been allocated and the remaining $43 million will be allocated in 2007.

For more information about the California Cultural and Historical Endowment, please contact Executive Officer Diane Matsuda at (916) 651-8768 or email at dmatsuda@library.ca.gov.

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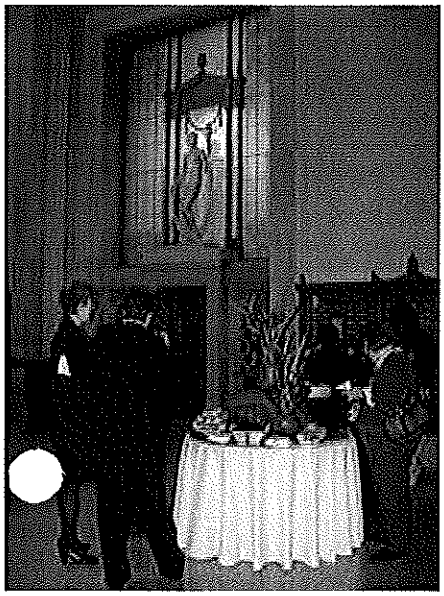
CLA reception, cont. from page 2

Guests join Susan Hildreth in State Librarian's Office.

Former CSL staffer Joan Frye Williams and Tom Andersen.

"This building is like a museum"
-- Diana Wu

Guests beneath Dixon Mural, Circulation Room.



Buffet starts in "old" catalog section.

Connie Costantino, San Jose State University Library and Gerry Maginnity, California State Library, in Memorial Entrance Vestibule.

David Dodd, San Rafael Public Library; Danis Kreimeier, Yorba Linda Public Library.

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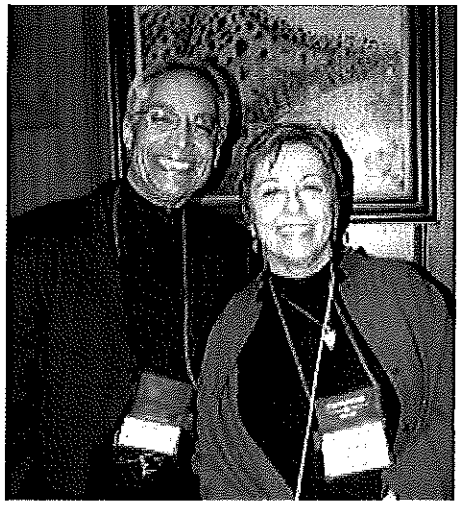
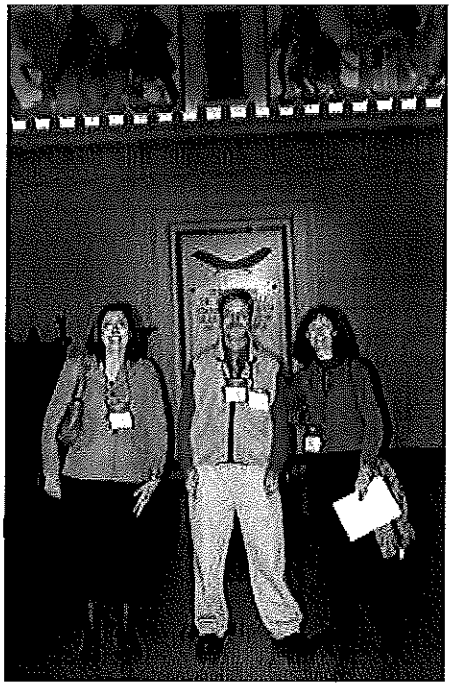
CLA reception, cont. from page 13

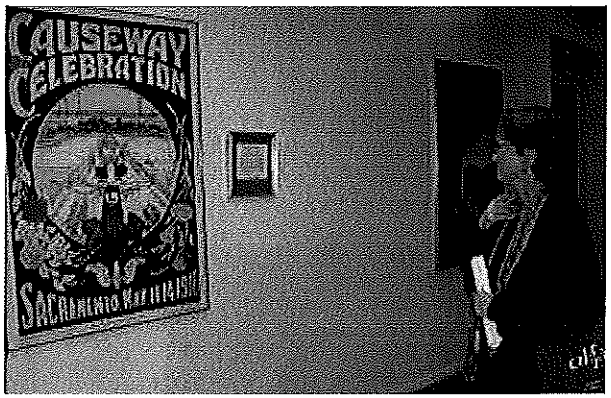


Jose Aponte, San Diego County Library; Rivkah Sass, Omaha Public Library.



(L to R) Connie Rynning, Woodcrest Library Riverside; Chris Berger, California State Library; Mary Ann Robinson, Sacramento City College Library.

Lori Ayre, Galecia Group; Diana Wu, San Jose State University Library.



Katie Hagen, Yolo County Library, enjoys artwork outside State Librarian's office.

(L to R) Alison Aruska, Mary Ann Trygg, Alan Archer, Nevada County Library.

(L to R) Gary Kurutz, Gary Strong, Tom Andersen enjoy reception.

California State Library lights up for CLA reception.

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2006 Governor's Conference for Women, cont. from page 3

promoting the Special Olympics in the company of famous and powerful people, Claiborne is "down-to-earth," "lives modestly," and contributes her extra income to her causes. Though Claiborne has been to several dinners at the White House, she has never bought a new dress for any of them, Kayes says.

Escorting Sylvia Rhone, President of Motown Records and Executive Vice President of Universal Music Group, to Rhone's panel on the secrets of successful businesswomen ["Women at the Top: The Secrets of Her Success"] was California Research Bureau Senior Policy Analyst, Lisa Foster.

Foster discovered even "VIPs like Sylvia Rhone stress over public speaking. She spent much of the morning getting data from her New York office, preparing for not a speech but an informal panel presentation."

Office Assistant James Crudup had "a great time" working with Gunnar Peterson," a renowned personal trainer, and author of *The Workout*. "From the time we met at the Westin Hotel, until the end of the conference, Peterson willingly shared his experiences in personal training with me," Crudup says.

Janna Franks, Executive Assistant to the State Librarian, escorted Alison Blackwell, Human Resources Director for Western Region for Target stores, to a panel discussion with Tyra Banks on boosting female self-esteem. First-time volunteer Franks says, "It was great to meet famous and high-powered people, but finding out that they are down-to-earth was even better."

For more information about the Governor and First Lady's annual Conference for Women, please visit http://www.californiawomen.org/index.asp.

State Spotlight, cont. from page 4

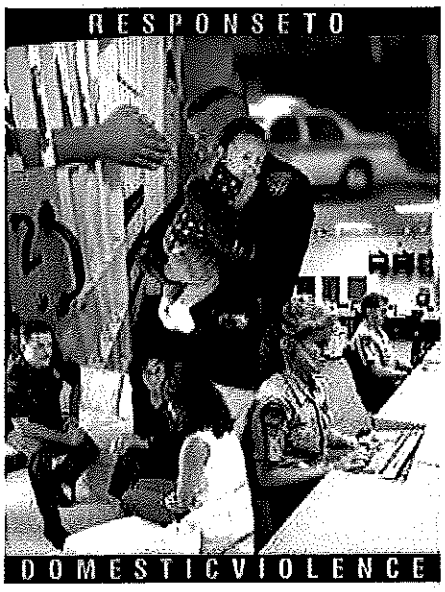
Criminal Justice Reference Service (NCJRS), was very favorably impressed with our catalogs...And, a FBI librarian was really happy that we had the indexed *FBI Law Enforcement Bulletin* back to the 1960's, making the FBI's information available on the Internet, for free."

In June 2006, the California POST Library staff was invited to the World Criminal Justice Library Network conference in Toronto, Canada. In Toronto, POST Library staff introduced the California agency's resources to an international law enforcement and criminal justice audience.

Contact the POST Library

California library customers may borrow materials from the POST Library via interlibrary loan, using OCLC or an ALA form. To contact POST library staff, call (916) 227-4852 or email library@post.ca.gov. The library is open to law enforcement personnel Monday through Friday, 8:00 am to 5:00 pm, except state holidays and is located at 1601 Alhambra Boulevard, Sacramento, California 95816.

▪ Guidelines for Law Enforcement ▪



Response to Domestic Violence, part of the California POST Library collection. *(Photo courtesy -- State of California Peace OfficerStandard and Training Agency)*

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Californiana, cont. from page 5

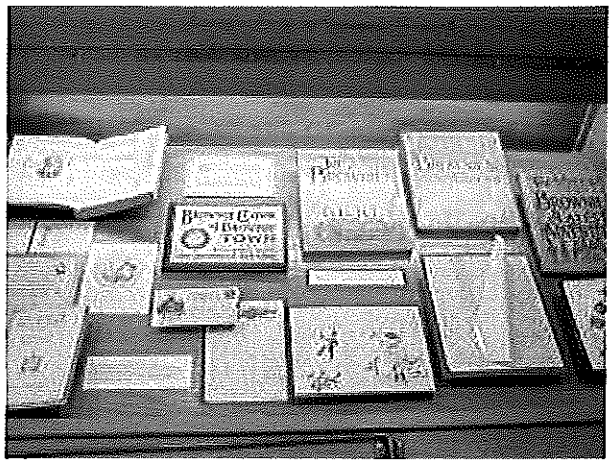
copy of *Capital Kitty* presented to the State Library by first lady Sharon Davis; a California juvenile textbook written by State Librarian emeritus, Dr. Kevin Starr; and a series of beautifully autographed books by Leo Politi of Los Angeles. Politi, a native of Fresno, fell in love with Los Angeles' Latino community and produced a splendid series of books focusing their rich culture.

In recent years, ethnic and ecological themes have become popular. The story of Ishi, the last survivor of the Yahi tribe; African Americans in the Gold Rush; Chinese migration to California; and John Muir, the father of modern ecology movement, have provided children's authors inspiring themes.

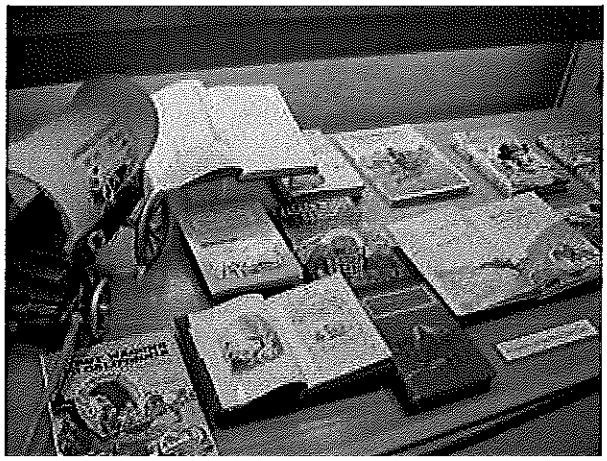
With more economical means of printing in color, artists and publishers have developed beautifully illustrated books that appeal to both young and more mature audiences. As a result every page becomes a work of art with dazzling images of the Golden State.

Californiana for the Young and Young at Heart: A Special Exhibition of Books for Children with a California Theme is open to the public from 9:30 to 4:00 Monday through Friday excluding state holidays in the Mead B. Kibbey Gallery in the Library and Courts II Building at 900 N Street, Sacramento, California 95814.

For more information please call CSL Principal Librarian Gary Kurutz at (916) 653-0101, or email gkurutz@library.ca.gov.



Palmer Cox's orignal letters and first editions from his famous Brownies series grace this case. Cox lived in California from 1863 to 1875.



Books telling the story of the great overland trek to California have been a popular thing for authors and artists of children's books.

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CRB leads tour, cont. from page 6

River, applied to renew licenses at various Klamath River facilities the search for solutions to watershed management within the Klamath Basin began in earnest.

By the summer of 2006 watershed management policy conflicts reached an all time high. The commercial fishing industry was virtually shut down as a result of declines in the returning salmon populations. Fishermen were limited to 10% of their normal annual catch resulting in literally tens of millions of dollars in lost revenues. Recreation area closures attributed to the presence of high levels of *Microcystis aeruginosa*, a species of toxic blue/green algae, in the Iron Gate and Copco reservoirs concerned local citizens and limited the recreational uses of the reservoirs. In response stakeholder groups, already in negotiations as a result of the hydropower re-licensure process, formed new coalitions and began focusing their efforts on finding a workable consensus on watershed management solutions.

CRB views fish ladder at Iron Gate Hatchery.
(Photo courtesy -- Pamela Rasada Davis)

The Tour

The CRB's fall 2006 tour of the Klamath River Basin was designed to educate California policymakers on Klamath Basin issues by providing them with an overview of Klamath stakeholders' concerns, contact information for all major stakeholders and a first-hand look at the area's topography.

The CRB group flew from Sacramento to Siskiyou County where they boarded a bus for the Mirror Cove Recreation facility on the Iron Gate Reservoir to witness an example of the algae bloom along the river. The group then was given a tour of the Iron Gate Dam and fish hatchery before retiring to a local facility to hear presentations from the Klamath Compact Commission, Siskiyou County Supervisor Marcia Armstrong, the Department of the Interior, PacifiCorp, and the Klamath Water Users Association.

The group then took a one hour narrated aerial tour of the Klamath River Basin starting at the Upper Klamath Lake just over the Oregon border. The aerial tour ended at Crescent City, California where the group boarded yet another tour bus for a trip to the mouth of the Klamath River at Requa and a visit to a nearby tribal fishing ground. The bus then brought the group to the Yurok Tribal facility in Klamath for a series of afternoon briefings from tribal representatives, a Humboldt State University professor regarding fish health, and the North Coast Regional Water Quality Control Board. After the briefing, the group headed back to the airport and boarded the planes one final time for the return trip to Sacramento.

All tour participants reported that the CRB tour was a great success, with many taking the time to put their support in writing. The CRB looks forward to making policy tours an continuing part of their services in the future.

For more information about CRB services, please contact CRB Bureau Chief Dean Misczynski at (916) 653-8303 or email at dmisczynski@library.ca.gov.

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CSL supports Digital Resources Project, cont. from page 7

the smallest library to provide enriched statewide access to their digital collection using the most current search and retrieval technologies.

Library users can access California libraries' digitized items through a single interface on Calisphere which the University of California's California Digital Library (CDL) hosts. CDL collaborates with the California State Library to provide technical assistance to libraries on digitization, and to publish and preserve the digitized collections. The Calisphere web site is available at: http://www.calisphere.universityofcalifornia.edu/institutions.html. Though the Calisphere gateway is specifically tailored to the K-12 community and includes California Curriculum standards as a basis of arrangement, visitors can search the entire collection as well.

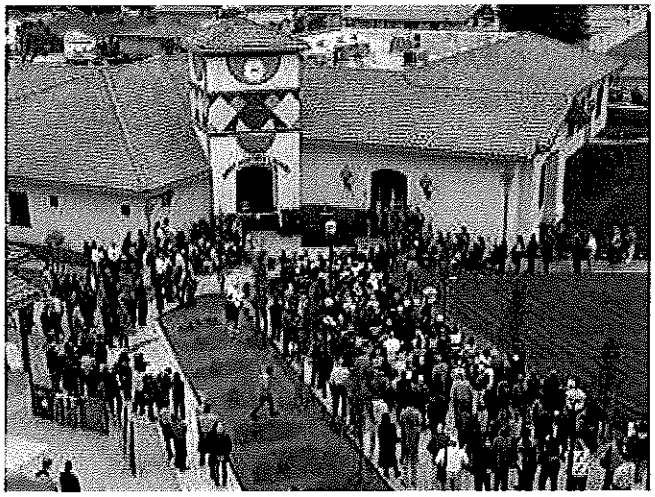
The Institute of Museum and Library Services provides the funds for the *Project* through a Library Services and Technology Act (LSTA) grant administered in California by the State Librarian.

For more information about the *Local History Digital Resources Project*, please contact Ira Bray, Technology Consultant, Library Development Services, California State Library at 916-653-0171 or ibray@library.ca.gov.

Openings around the state, cont. from page 9

9,163 square foot library, the plaza also includes a 4,900 square foot Family Resource Center that houses the Monterey County's Head Start Program. In 1863 Don Manuel Castro, one of the community's founders, donated the land on which the buildings sit. The creation of the plaza fulfills a 142-year old promise to establish a central gathering place for families in the community.

For complete details about the Castroville Library construction project, please visit their page on the OLC website.



The new library is located in a new 2-acre California Mission-Style Plaza in Castroville.
(Photo courtesy -- Monterey County Library)

Below, brightly colored furniture and balloons greeted opening day crowds at the new Hercules Library.

(Photo courtesy -- Contra Costa County Library)

Above, the local community celebrates opening day.
(Photo courtesy -- Contra Costa County Library)

Hercules Library

Hercules Library, the newest addition to the Contra Costa County Library, held its grand opening on Saturday, November 11, 2006. The 21,500 square foot library includes state-of-the-art technology, a computer/homework center for children and teens, and a fireplace area for relaxed reading. Hercules also has a Children's Story Cone, Children's Garden, and a Teen Center. For complete details about the Hercules Library construction project, please visit their page on the OLC website.

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Openings around the state, cont. from page 18

Alameda Free Library

On Thursday, November 2, 2006, the new Alameda Free Library was officially opened. The new 47,500 square foot building replaces the city's 1903 Carnegie Library, and includes seating for 590 people, public meeting rooms, a 20 seat computer lab, 75 public computers, a cafe, and special spaces for quiet reading for teens, family literacy activities, homework assistance, and children's programs. For complete details about the Alameda Free Library construction project, please visit their page on the OLC website.

Opening day crowds at the Alameda Free Library.
(Photo courtesy -- Alameda Free Library)

Ribbon cutting ceremony and the grand opening of the new Alameda Free Library.

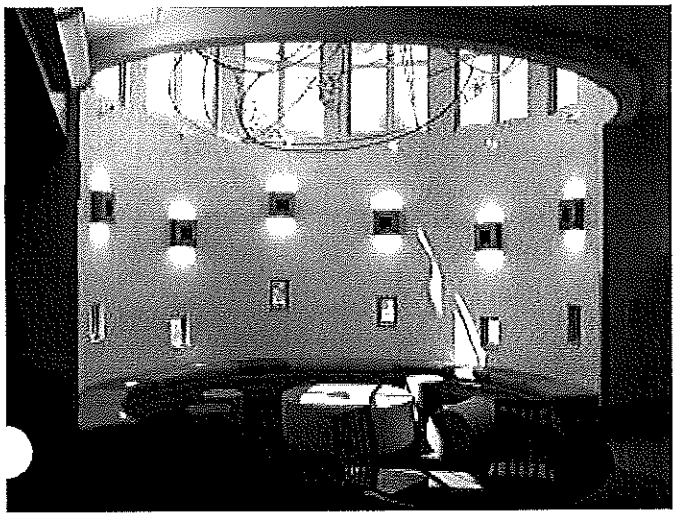
(Photo courtesy -- Alameda Free Library)

Locally funded library openings

Some California libraries have resourcefully raised locally, all funds for constructing or renovating library facilities in their communities. If you know of a library construction or renovation project in your area, please email *CSL Connection* Editor Sarah Dalton and we will include a profile of that library in an upcoming issue of *CSL Connection.*

Carmichael Library

The newly remodeled Carmichael Library, a branch of Sacramento Public Library, opened on September 17 much to the delight of the Carmichael community. The new facility, designed by Noll and Tam Architects of Berkeley, has been expanded to 20,690 square feet and cost $6.8 million, the funding for which came from California Tobacco Litigation Settlement Funds provided by the County of Sacramento and the Sacramento County Library Fund.



A colorful reading tower and a hanging metal sculpture in Kids' Place in the newly expanded Carmichael Library will be put to good use for children's programs.
(Photo courtesy -- Jon Torkelson)

The new Carmichael Library is a light-infused environment enhanced with open ceilings and expanded windows. The **Adult Reading Area, surrounded by floor to ceiling windows,** looks out to a beautifully landscaped patio. The Computer Center has 24 workstations, allowing the library to offer computer classes for customers of all ages.

The Carmichael Library Kids' Place includes spaces appealing to children and their caregivers. It boasts an acoustically enhanced naturally lit reading tower conducive to story times in which a metal sculpture, "Autograph" by Chico artist Sheri Simons, hangs. The Kids' Place has six computers, including two with early-literacy software and learning games for children, eight years and younger. An interactive LeapPad and LeapBooks learning system helps

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children develop language, reading, and other critical skills, through electronic books and special touch pens. The Kids' Place also has a cozy "Ready to Read" space for families to share stories with toddlers and pre-school children.

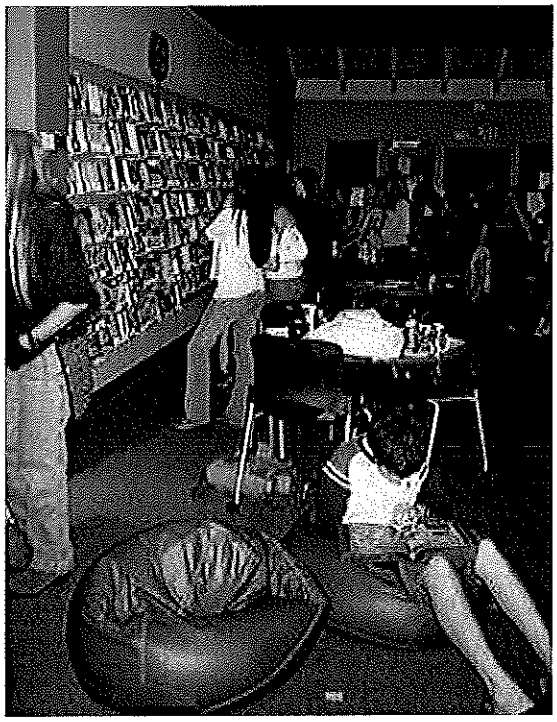
The Carmichael Library's Teens@ gives teens a space designed just for them. The teen area includes diner-style booths, colorful and comfortable curl up-and-read chairs, innovative computer tables, and a large plasma television.

The new Carmichael Library has a community meeting room, self check-out machines, new furnishings for the updated, bright and spacious interior, a special Persian Collection, 42 public access computer terminals, nearly 8,000 new books, and a multitude of improvements in customer requested, on-site, and online services.

For more information about the Carmichael Library contact project manager Lois Ross at (916) 264-2709.

Palos Verdes Library District Teen Annex

The Palos Verdes Library District opened a Teen Annex at its Peninsula Center Library branch September 2006.



Kids like "hanging out" in new Teen Annex..
(Photo courtesy -- Palos Verdes Library District)

The Teen Annex was funded through a partnership of the Palos Verdes Library District (PVLD); the Peninsula Friends of the Library; donors to PVLD; and Freedom4U, a Palos Verdes-based non-profit organization focused on creative arts, leadership and community service that promotes these healthy and safe options to local teens.

Palos Verdes Teen Annex is a supervised space for students in grades 6 12. Young customers have access to games, computers, and other sources of information and entertainment in the Annex. On weekend afternoons and evenings Freedom4U staff and volunteers at the Annex host social events such as unplugged music, jazz, improv, drama, life skills workshops, mentoring programs, and guest lectures.

The Annex's more than 500 popular paperback titles reflect teen requests, bestseller lists, American Library Association recommended reading lists as well as local school reading lists. The Annex also offers youth over 25 magazines covering sports, fashion, gaming, entertainment, world events and hobbies as well as over 100 graphic novels.

For more information about the Teen Annex at the Palos Verdes Peninsula Center Library branch, please call 310-377-9584, x600 or check out the library's website at www.pvld.org.

CALIFORNIA
STATE LIBRARY
FOUNDED 1850

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National Center for Education Statistics

Data from Public Libraries Survey Fiscal Year: 2004

The file contains (33) records based on your search.

Library Name	Print per Capita	Video per 1K	Audio per 1K	Circ per Capita	Visits per Capita	Ref per Capita	Public Internet
Comparison Group Average	2.94	128.15	146.77	8.2	5.56	1.02	27
State Average (CA)	3.07	124.61	123.59	7.39	5.97	1.05	78
National Average	6.5	285.19	196.57	8.3	5.77	0.9	19
Comparison Group Median	2.55	107.26	103.97	7.98	4.5	0.83	22
State Median (CA)	2.26	81.75	79.08	5.22	4.3	0.73	27
National Median	4.42	167.15	129.69	6.54	4.43	0.49	6
PLACENTIA LIBRARY DISTRICT, CA (Library of Interest)	2.19	71.52	70.49	3.34	7.67	0.42	19
FRANKLIN-GRAND ISLE BOOKMOBILE, VT	0.05	0	0	0.02	0.02	0.01	1
MARSHALL COUNTY COOPERATIVE LIBRARY, AL	0.18	2.79	2.92	0.35	0.06	N/A	0
KENT COUNTY LIBRARY/DIVISION OF LIBRARIES, DE	0.3	13.98	19.25	0.81	0.37	N/A	7
AVONDALE PUBLIC LIBRARY, AZ	0.73	24.13	15.02	2.63	2.1	0.27	18
CHRISTIAN COUNTY LIBRARY, MO	1.17	35.68	27.29	2.52	1.47	0.12	10
NEW BRAUNFELS PUBLIC LIBRARY, TX	1.62	57.68	76.4	7.4	4	0.32	40
OREGON CITY PUBLIC LIBRARY, OR	1.88	132.61	132.12	10.95	N/A	0.45	7
LIVERPOOL PUBLIC LIBRARY, NY	2.01	165.56	228.94	11.18	10.87	0.99	48
DUNDEE TONWSHIP P.L.D., IL	2.04	107.26	103.97	4.25	5.21	0.35	24
WOODLAND PUBLIC LIBRARY, CA	2.05	33.12	11.64	2.75	2.29	N/A	12
SAN BENITO COUNTY FREE LIBRARY, CA	2.16	45	24.02	1.81	1.52	0.05	16
REDFORD TOWNSHIP DISTRICT LIBRARY, MI	2.18	62.3	69.5	3.34	2.56	0.2	21
TEMPLE PUBLIC LIBRARY, TX	2.34	144.46	131.23	8.09	6.17	1.41	8
GLENDORA LIBRARY & CULTURAL CENTER, CA	2.47	117.52	142.5	7.32	5.22	0.94	27
SPRINGFIELD PUBLIC LIBRARY, OR	2.51	75.27	85.13	5.74	3.31	0.4	24
FRANKLIN TOWNSHIP FREE PUBLIC LIBRARY, NJ	2.55	137.96	101.12	5.19	2.7	0.41	13
MOORE MEMORIAL PUBLIC LIBRARY, TX	2.55	102.36	71.54	4.33	2.65	0.54	22
MARSHALL PUBLIC, ID	2.58	89.13	57.46	8.74	5.22	1.26	12
TINLEY PARK P.L., IL	2.6	88.27	118.49	8.44	6.21	1.19	24
ORLAND PARK P.L., IL	2.69	117.16	130.84	10.46	8.03	0.92	63
CHAPEL HILL PUBLIC LIBRARY, NC	2.7	0.16	206.49	15.57	6.61	0.98	22
MILFORD PUBLIC LIBRARY, CT	2.76	102.91	80.57	6.43	N/A	0.83	5
MEDFORD PUBLIC LIBRARY, MA	3.01	147.75	133.84	7.18	N/A	1.15	9
BERWYN P.L., IL	3.27	166.99	138.38	7.98	6.22	0.55	14
BISMARCK VETERANS MEMORIAL PUBLIC LIBRARY, ND	3.48	78.6	78.27	9.1	5.68	0.74	36

A

Library Name	Print per Capita	Video per 1K	Audio per 1K	Circ per Capita	Visits per Capita	Ref per Capita	Public Internet
CRANDALL PUBLIC LIBRARY, NY	3.65	215.24	284.02	9.92	4.5	1.71	36
CERRITOS PUBLIC LIBRARY, CA	3.88	179.49	99.65	20.15	19.32	2.84	163
EUCLID PUBLIC LIBRARY, OH	4.89	476.15	450.8	24.62	10.21	1.51	68
VILLAGE OF OAK LAWN P.L., IL	5.59	212.65	390.9	10.81	N/A	1.69	12
WHITE PLAINS PUBLIC LIBRARY, NY	5.86	295.69	269.58	9.57	12.18	2.21	39
EAST MEADOW PUBLIC LIBRARY, NY	6.22	197.58	253.16	10.87	8.48	3.27	30
WHEATON P.L., IL	6.66	297.84	556.34	21.57	9.62	1.49	38
PATCHOGUE-MEDFORD LIBRARY, NY	8.33	305.72	352.16	10.48	8.37	1.81	32

NOTE:

--An asterisk * following the name means the library does not meet the FSCS definition for a public library.

--"N/A" means the data are not available

National Center for Education Statistics

Data from Public Libraries Survey Fiscal Year: 2004

The file contains (**12**) records based on your search.

This data is provided as an extra service to the user. To download full Public Libraries datasets, please go to the Public Libraries home page. **http://nces.ed.gov/surveys/libraries/Public.asp**

Library Name	Print per Capita	Serial Subscriptions per 1,000 Population	Video Materials per 1,000 Population	Audio Materials per 1,000 Population	Electronic Serial Subs per 1,000 Population	Number of Public Internet Terminals	Average Number of Public Internet Terminals Per Stationary Outlet
Comparison Group Average	3.07	8.16	130.74	161.5	0.03	35	23
State Average (CA)	3.07	8.42	124.61	123.59	0.22	78	13
National Average	6.5	15.07	285.19	196.57	0.49	19	9
Comparison Group Median	2.5	4.9	104.92	115.25	0	27	15
State Median (CA)	2.26	4.08	81.75	79.08	0	27	10
National Median	4.42	9.2	167.15	129.69	0	6	6
PLACENTIA LIBRARY DISTRICT, CA (Library of Interest)	2.19	2.97	71.52	70.49	0	19	19
BUENA PARK LIBRARY DISTRICT, CA	1.22	4.33	47.41	52.13	0	16	16
ORANGE PUBLIC LIBRARY, CA	1.82	1.46	83.2	173.24	0.04	41	14
YORBA LINDA PUBLIC LIBRARY, CA	2.05	4.33	92.91	108.4	0	20	20
FULLERTON PUBLIC LIBRARY, CA	2.14	2.16	85.71	100.69	0.03	19	1
SAN BRUNO PUBLIC LIBRARY, CA	2.34	5.5	116.48	122.11	0	10	10
GLENDORA LIBRARY & CULTURAL CENTER, CA	2.47	5.15	117.52	142.5	0	27	27
ALTADENA LIBRARY DISTRICT, CA	2.52	23.51	41.58	96.19	0.11	22	11
CARLSBAD CITY LIBRARY, CA	3.09	15.05	169.03	261.73	N/A	53	18
NATIONAL CITY PUBLIC LIBRARY, CA	3.17	4.39	161.82	79.46	N/A	72	72
ARCADIA PUBLIC LIBRARY, CA	3.31	4.65	93.36	74.03	0.02	52	52
PALOS VERDES LIBRARY DISTRICT, CA	3.52	10.68	191.19	145.63	0	27	9
EL SEGUNDO PUBLIC LIBRARY, CA	9.19	16.74	368.66	581.9	0.12	62	12

NOTE:

--"N/A" means the data are not available

National Center for Education Statistics

Data from Public Libraries Survey Fiscal Year: 2004

The file contains (12) records based on your search.

Library Name	Circulation per Capita	Visits per Capita	Ref per Capita	ILL Received per 1K	Net Loan Rate	Avg Weekly Hours	Users of Electronic Res per Capita
Comparison Group Average	9.01	7.27	2.09	44.89	2.06	46	1.26
State Average (CA)	7.39	5.97	1.05	128.18	4.1	42	1.41
National Average	8.3	5.77	0.9	262.76	1.14	39	1.32
Comparison Group Median	7.38	5.24	0.88	5.28	1.27	51	0.85
State Median (CA)	5.22	4.3	0.73	13.96	1.04	43	0.67
National Median	6.54	4.43	0.49	53.62	0.6	40	0.79
PLACENTIA LIBRARY DISTRICT, CA (Library of Interest)	3.34	7.67	0.42	60.09	1.55	38	0.19
ALTADENA LIBRARY DISTRICT, CA	2.92	N/A	0.82	6.34	4.09	25	0.1
NATIONAL CITY PUBLIC LIBRARY, CA	5.14	4.39	0.74	N/A	N/A	54	1
ORANGE PUBLIC LIBRARY, CA	5.49	5.26	0.28	0.59	3.61	38	0.89
BUENA PARK LIBRARY DISTRICT, CA	5.64	3.53	0.63	0.24	0	54	0.64
SAN BRUNO PUBLIC LIBRARY, CA	7.25	6.19	0.63	314.28	2.14	58	2.96
GLENDORA LIBRARY & CULTURAL CENTER, CA	7.32	5.22	0.94	8.9	1.28	48	0.57
FULLERTON PUBLIC LIBRARY, CA	7.43	3.88	0.78	1.6	1.26	20	N/A
YORBA LINDA PUBLIC LIBRARY, CA	10.19	3.97	1.16	104.71	0.97	64	1.81
ARCADIA PUBLIC LIBRARY, CA	12.66	11.48	1.17	4.22	0.01	58	1.78
PALOS VERDES LIBRARY DISTRICT, CA	12.77	9.67	1.48	1.42	7.29	47	0.81
CARLSBAD CITY LIBRARY, CA	14.55	9.1	1.78	9.22	1.4	57	2.99
EL SEGUNDO PUBLIC LIBRARY, CA	16.74	17.29	14.65	42.26	0.64	32	0.26

NOTE:

--"N/A" means the data are not available

D

Placentia Library Working Group Data Request
November 2006

What are the most important things to know about Placentia?

1. Huge non-English population.
2. Bedroom community – long commutes to work.
3. Close to good higher education – CSUF, optometry, law school, community college.
4. Good public schools.
5. Large group of well-educated residents.

*

6. Literacy program (tutoring).
7. Children programs (reading).
8. Access to local and national newspapers (internet).
9. Kid's page (booklist, information sources & kids websites).
10. Passport applications, notary service.
11. Proctoring service.

*

12. Good base of educated people.
13. Excellent school district – heavily supported by volunteers.
14. Many sport programs, scout groups available to youngsters.

*

15. What services/programs are available.
16. History.
17. Demographics.
18. Future plans for development or re-development.

*

19. It is a bedroom community.
20. The Placentia Round Table is the oldest group in the city.
21. The Placentia Library District is older than the city.
22. Placentia has a very active chamber of commerce.
23. The school district has award winning art, music, dance and drama departments.

*

24. The city is in trouble financially.
25. It's a small friendly city.
26. Bedroom community.
27. Large & growing Hispanic population.
28. Only one library, no branches.

*

29. Its history.
30. Its quality school system.
31. Its moral compass.
32. The abundance of parks.
33. Its competitive library.

*

34. Friendly.
35. Volunteerism.
36. Attractive.

37. Small town feeling.
38. Good schools.

*

39. All services (excluding passports) are free.
40. We are open on Sundays.
41. We offer free tutoring to anyone who applies for the service.
42. We assist those who are trying to become US citizens.
43. We're nice people.

*

44. Placentia is made up of a variety of cultures with differing library service needs.
45. Many school children have no place to go after school besides the library.

*

46. Location.
47. Hours.
48. Resources.
49. Convenience.

*

50. It has a small town atmosphere.
51. It has a long history in Orange County.
52. It has a good school system.
53. It has a very good library.
54. It has many volunteer community organizations with wide-ranging community support.

*

55. It's a small community – less than 50,000 people, with the library situated at its core next to city hall and the police dept.
56. Placentia is surrounded by four other communities. In fact you have to check a map to see where Placentia stops and Fullerton or Brea or Yorba Linda or Anaheim start.
57. There are libraries in each of the adjoining cities, so Placentia needs to offer services to attract people to OUR library.

*

58. It is a culturally diverse community.
59. There are many volunteer groups operating in Placentia working toward community improvement.
60. There are many churches of different faiths in the community.
61. There is strong political participation in city government.
62. The Library is very well regarded in the community.

*

63. Involved and committed community
64. Family oriented community
65. Growing middle-age and elderly population
66. Multi-cultural community

*

67. Population.

*

68. The history of Placentia. We need to instill pride in our city by our younger generation. There is a tendency for the young to accept things as their due. It is

not. Our forefathers worked hard to bring this city about, and we of the older generation, are able to relate to that and persevere in keeping that knowledge ongoing. The young do not. The library is a good source to record and maintain the history of our city, and to keep in touch with those organizations that take part in civic endeavors. This is not to say that the library doesn't do that now—because it does! But there is always room to expand these programs. The library is now in the process of digitalizing the local newspapers at considerable expenditure. However, these are the kinds of programs that should be supported, not only by the library and its own support groups, but also by other organizations.

69. We should know the city's layout. In a city of only 6 square miles, now almost fully developed, we should know where our downtown area is located – or even if we have one. What are the east-west and north-south boundaries? Do we have an old town? If so, where is it? Where are our city's historic buildings? Who were the city's founders? Who are today's civic leaders? Where are the shopping centers, the entertainment centers, the restaurants, post offices, etc.: identify the city's organizations and volunteer offerings. Identify the health institutions (hospital and clinics).
70. Identify our schools and their locations, including private learning centers as well as our preschool, elementary, middle, and high schools.
71. What are the transportation options?
72. Where is our civic center, our parks, public community buildings located?

*

73. The Placentia library is the main and only public library in the city of Placentia.
74. According to 1999-2000 U.S. Census statistics and the City of Placentia website. Placentia has approximately 50,000 residents, one third of whom are Hispanic and 12% of whom live below the poverty level.
75. 36% of its households have incomes of less than $50,000 per year.
76. 22.9% have incomes over $100,000 per year.
77. 30% of the residences are rentals.
78. Patrons range in age from infants-in-arms to senior citizens.
79. Many of the patrons speak English as a second language.
80. Many of the parents in the community work more than one job to support their families.
81. Large numbers of latchkey children are regular daily visitors. Many of these children stay in the library for extended periods of time (i.e. more than two or three hours) after school.

*

82. Families and residents are safe and happy.
83. Residents like living here and are welcoming to others.
84. We have longstanding traditions and a very interesting history.
85. New housing and old are full of families that enjoy being active in the community.
86. Placentia offers many community-based activities, sports, and recreation opportunities.

*

87. It is a bedroom community that tends to be friendly.
88. Its history began with the Valencia orange.

89. It's a good place to raise children – good schools, low crime.

What does the Placentia Library do the best?

1. Literacy at the library.
2. Literacy in the community.
3. Children's preschool program/elementary program.
4. Reference.
5. Website.
6. History room.
7. Good staff.

*

8. Great customer service.
9. Tutoring.
10. Passports.
11. Children's programs.
12. Proctoring services.

*

13. Literacy outreach program.
14. Children's programs.
15. Passport service.
16. Notary service.

*

17. Provides a positive learning environment.
18. Provides learning outreach opportunities.
19. Is interactive with community.
20. Is actively engaged with our school district.
21. Is actively engaged with other community organizations.

*

22. Literacy training and outreach.
23. Programs for families with preschoolers.
24. The Great Books Discussion Group.
25. Adult programs.
26. History room.

*

27. Passports.
28. Literacy program.
29. After school tutoring.

*

30. Serves all areas of the community.
31. Offers special program for preschoolers.
32. Offers program for ESL individuals.
33. Usual book sales.
34. Passport service.

*

35. Literacy.
36. Responsive to patrons when sought out.
37. Staff who deal with patrons are friendly and helpful.

*

38. Literacy services.
39. Community outreach.

40. Great periodicals.
*
41. The Placentia Library excels at public service.
42. The staff members have a variety of backgrounds and areas of expertise that they use to support each other when serving patrons.
43. The library has print and online collections that complement each other.
*
44. Customer service.
45. Variety of resources/media.
46. Passport services.
*
47. It provides services to people of all ages.
48. It has a welcoming appearance.
49. There are lots of areas for seating, either in groups of for quiet reading.
50. It has a friendly, helpful staff.
51. It has a well-rounded supply of materials, and several computers to make access easy.
*
52. It has a dedicated staff, who smile and are capable and helpful.
53. The exterior is inviting, and the interior attractive. Seasonal displays help brighten the space.
54. The inventory is current and displays make it easy to find material.
*
55. Interesting programs for children.
56. Maintains current reading material
57. Has good efficient staff.
58. Has a dedicated Board of Trustees
59. Is aware of the "pulse" of the community.
*
60. Community outreach.
61. A leader in technology for a small library.
62. Very good support groups.
63. Dedicated conscientious staff interfaces very well with the public.
*
64. Committed staff who provides excellent customer service.
65. Good interaction with community organizations.
*
66. Provides many different services.
*
67. It provides the answers to many of the questions raised above.
68. It provides an updated and forward-looking History Room for the preservation of the past and future history of the city.
69. It provides a successful homework/tutoring/literacy programs.
70. Adult and children's programs are addressed.
71. A quiet area for readers is provided.
72. Computer use is provided.
73. Involvement in its support groups is ongoing.
*

74. Working at the front desk I hear a lot of comments – one being how friendly we all are and how helpful.
75. Our passport hours are excellent.
76. We have a very good collection of books & other items.
77. We have great children & adult programs.
78. Our literacy services are great.

*

79. Provide no-cost literacy tutoring to people of all ages.
80. Provide after school homework help free of charge.
81. Reach out to the K-12 academic community by going into community schools.
82. Recruit volunteers from the surrounding community.
83. Stay on top of current reading trends and purchase materials that are in high demand.
84. Provide an espirit de corps among its staff that is reflected in cooperation and support among the staff and quality service to the public.

*

85. Serve its youth.
86. Communicate with the public/residents.
87. Provide inexpensive book sales.

*

88. Provides a friendly atmosphere in which to work.
89. Has excellent community relationships.
90. Has an outstanding series of homework outreach programs through literacy.

What services/collections need to be expanded or changed?

1. Current books – fiction & non-fiction.
2. Literacy always can be expanded.
3. Upgrade from VCR to discs.
4. More computers.
5. Book clubs at the library – something besides Great Books.

*

6. Need more library materials, children music and books.
7. Limit the sites that teens visit, for example assign just a few computers for email, a few for general internet use, and most of the computers for research.

*

8. Expansion of existing facility.
9. Additional parking.
10. Additional hours of operation.

*

11. Services to families.
12. Services to high school students.
13. Services to the homebound.
14. Expand collections of culturally enriching materials.
15. Expand partnerships in order to serve the needs of the community.

*

16. Place all computers in one location.
17. Self checkout machines.
18. More best sellers available.
19. Host more public classes/programs.
20. Offer/deliver books to shut-ins.

*

21. We need a "scanner" connected to the printer to simplify the scanning process in the History Room.
22. A modest copy machine for the History Room.
23. A low shelf built beneath existing cabinet in History Room.
24. Cork board on west wall for messages.

*

25. Outreach – aggressive ways to assure patrons are aware of services.
26. Handicapped accessibility needs to be provided.
27. Children's area needs physical definition – defined and confined space.
28. Computer access needs to be centralized – not spread out.
29. Space needs should be defined & respected – space for test monitoring, space for staff meetings, space for renting to outside groups, space for passport overflow activity, space for interviews/skills testing
30. Each library actively needs to be listed & then space & staffing needs assessed – History Room should be available to fully meet any need related to the preservation of local history preservation
31. General (governance is a well kept secret, finances are a well kept secret) – public does not have understanding of library's legal statues (separate from city – its own political entity), public is unaware of statues of programs aside for taxes – funds in foundation acct., funds in Ralph's card account – info would publicize these donation programs & stimulate participation.

32. Needs more evening hours for History Room.

*

33. We need additional staff before we expand any services or collections.

*

34. At this time, personal help for public computers is limited by staff time and expertise. It would be nice to be able to offer more help with Office programs and Internet searches.

*

35. I cannot name any at this time.

*

36. I'm not sure what changes are needed. I have always been able to get the materials I wanted.

*

37. Expand audio books collection.
38. More concentration on senior citizen library activities.

*

39. Not sure where we stand in current best seller fiction but I would like to be known as the library to go to for "hot" books.
40. More computers.

*

41. Coffee/snack station.
42. "Friends" book/gift store.
43. More computer stations.

*

44. Expand computers.
45. Expand passport hours.
46. Expand workroom.

*

47. I am not able to comment on collections as I am not familiar with this aspect of the library, so I will skip that part of the question. Suffice to say that if the library should study their present collections' ability and success on a regular basis so as not to lose any possible revenue as a result of a weak structure in this regard.
48. Insofar as services are concerned, with the exception of the literacy/tutoring/homework programs, all other programs should be expanded. I would like to see the community room utilized more for the benefit of the library's own needs as well as expansion of its rental possibilities. I am sure there is considerable balancing of programs among the departments now, and how practical it would be to expand the programs – across the board – is one that requires much planning and thought and a considerable "give and take" among the departments.

*

49. Computer services to the public are in high demand and need to be both expanded and changed. Currently, children are able to access the system with bogus, borrowed, or stolen library card numbers. Many parents of latchkey children are reluctant to allow them to have their own library cards with which to check out books. I've been told that this is because parents don't want to be responsible for any fines children may incur for overdue or lost materials. Issuing a card for computer use only and requiring patrons to have the card in their possession (as

opposed to a hand-written library card number on a scrap of paper) might alleviate some of these problems. Also, when reservations are made for computers under the current system, they are made on the "next available" computer rather than on the computer that has been in "extra time" the longest. This system allows some people to be on computers uninterrupted for as long as 3-4 hours, while others who have only been on for 30 minutes are bumped. It's not fair and needs to be addressed.

50. Adult programming needs to be re-examined in order to figure out why there has been such poor turnout for adult programs over the course of the past few months (e.g. The Freshman Finance and the recent Tibet programs had only 3-4 participants. In the case of the first, one of those participants was a staff member. And in the second, one of the 4 people attending left after 15 minutes or so, and 2 others were staff members. Only one member of the public stayed for the whole program.) Questions need to be asked about the effectiveness of our advertising, whether our choice of programs truly reflects the interests of the surrounding, and whether the turnout would be better if programs were offered on the weekend instead of on week nights.

*

51. Computer services.
52. Number of computers.
53. More done with the schools. Services offered, job opportunities, high school support.

What is most successful about the current building?

1. Feeling of openness.
2. Accessibility of reference desk.
3. Location of friends bookstore.

*

4. Location.

*

5. Location (parking lot could be bigger).

*

6. Location.
7. Design/layout.
8. Appearance/upkeep.

*

9. The creative use of the limited space in the children's area.

*

10. Beautiful history room.
11. Shelves in lobby to sell used books.
12. Location.

*

13. There is plenty of room to reorganize as there will be new services in the future.
14. A meeting – or conference room could be arranged in the corner of the huge room with ¾ height walls blocking off a part for conference.
15. The patron area of the history room then would be more "patron friendly".
16. The history room should have some evening hours. Students cannot be there during current hours.

*

17. Location.
18. Helpful staff/pleasant staff.
19. Has capability for adding on to the building – building out toward parking lot, etc.

*

20. Periodical reading area.
21. Children's area (needs to be "tweaked").
22. Literacy space (needs to be "tweaked").

*

23. The openness of the building enables fewer staff members to supervise the reference and children's areas at quieter times of day (however, it does make for a noisy environment).

*

24. Location.
25. Convenient access (main streets).

*

26. Its central location in the community.
27. Its inviting entrance way.
28. Its family-friendly atmosphere.

*

29. Its location.
30. The fact that it is a one-story building which makes access easy.

31. It has a nice meeting room with adequate electric outlets and a small food preparation area.

*

32. It is located in an attractive setting.
33. There is room for growth with the proper planning and efficient use of space.

*

34. It has a pleasant open feeling.

*

35. Bright entrance.
36. Good view throughout stacks from reference desk.

*

37. Location.

*

38. I don't think there is anything about the library's current building that's working for its benefit today. Perhaps it worked well for the library at the time it was built on that site (in the 60's?) but nothing works for its benefit now. The site on the same property as City Hall and Police Department, assumes that it is part of the city. When there is a problem at City Hall, or if the Police Depts. is assailed, the library is also assaulted, by association. The library has managed to survive and overcome these "associations." The library has not had any hint of impropriety leveled at it in these many years (at least in my memory). Yet, when it is reported that the city is well-funded, people think that the library is well-funded even though the library may indeed be suffering from lack of funding and struggling to keep its doors open full time. When the city is in bankruptcy, again by association, people think the library is going under water. Like it or not, the library will always have difficulty with the public's understanding of its true image by the very fact that it shares the same site.
39. Additionally, sharing the parking lot with two other entities causes an ongoing problem.
40. There's really nothing wrong with the outside of the building. It blends in well with all other buildings on the property and makes a good impression. It is the inside of the library that's an absolute disaster, the layout and décor having long ago passed its appeal and usefulness.

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41. Nothing.

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42. Having the Circulation and Reference desks along a central axis.
43. Having the Community Meeting Room off the front lobby.

*

44. Location; close to police department and Civic Center.
45. Parking is sufficient. I'm always able to get a spot.
46. Nicely kept regarding landscaping and outside appearance.

*

47. Great overall view of main area from Reference Desk.

If you could change anything about the current library building, it would be:

1. The floors.
2. Larger bookstore for friends and work/storage area.
3. Larger community room – or multi-function with folding walls – so large area doesn't sit empty when not in use.

*

4. Larger children area.
5. Larger building.
6. Have a designated computer area, and more computers.

*

7. Meeting room (or area which could be expanded) where tables & chairs for 100 to eat with enough room to walk & for buffet tables (facilities for moderate food service).
8. Bigger bookstore.
9. Much larger, well lit room to process donated books for bookstore.
10. Better bathroom facilities – handicap accessible.
11. Bigger rooms for office space & employees to work.

*

12. Size.

*

13. Create more display areas.
14. Fix unsafe conditions immediately!

*

15. Dark, dreary lobby with terrible tile floor.
16. Public restrooms are disgusting.
17. Make the building handicap accessible.
18. Lounge chairs for quiet reading away from noise.

*

19. The children story area is too large. There is too much distraction in such a large area for small listeners. The children's area needs a focus entrance to attract the users.
20. As above – make a conference room in the large space by rearranging the stacks and adding temporary walls.

*

21. Create more interior space defined for use – allocated & located for accessibility.
22. More parking space.
23. More space for local history.
24. More space for used book sales and storage.

*

25. Entry/circ desk – the set up creates a bottle neck that could be disastrous in the event of a fire or emergency evacuation.

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26. To provide an area for computers that is comfortable but also contained in some way to keep the computer users from taking over the whole public area.

*

27. I like it!!

*

28. More parking – who controls all the reserved spots which are usually empty?

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29. Lower the check-out area, so children could more easily check out materials for themselves.
30. Improve lighting outside the side entrance facing the parking lot.
31. Relocate the book return in the parking lot, or change the traffic pattern so books could be put into the box from the driver's side of the car.

*

32. Consolidate space for better efficiency.
33. Re-design the front lobby area and the circulation desk area.
34. Get better window treatments in the meeting rooms.
35. Re-design the children's area.
36. The restrooms need a lot of work.
37. Have more "quiet areas" where there isn't a lot of traffic.
38. Get better lighting in the outside Dock area, including repaving of the asphalt area from the dock to the parking lot to avoid accidents from falling, or tripping and fixing a potential liability problem.

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39. More room for computers.
40. An additional, bigger meeting room.
41. More efficient, modern floor plan for the whole building.

*

42. To update overall appearance to reflect the new millennium.
43. To create a lighter, brighter, more user friendly atmosphere.
44. To make it more handicap accessible – replace flooring, update bathrooms, widen walkways, etc.
45. To redesign the children's library by eliminating "jungle gym" and replacing with nooks and crannies for children to curl up into.
46. To redesign area for Friends, incorporating a store for books and gift items to be sold, while eliminating all the clutter in the hallway.
47. To redesign circulation desk with more efficient access to back offices while widening entry/exit to library.
48. To incorporate a display case in the entry.
49. To incorporate a proper donor wall.
50. To incorporate a clutter free display for community information.
51. To eliminate the worn out wall hangings in the entry.

*

52. Size.
53. Location of computers & Circulation Desk.
54. Passport office.

*

55. Expand it. Libraries today are monumental. If our library is to serve its people in the way that the trustees envision it, more space will be needed. You can only do so much with the current footage.
56. It may be possible to add a wing to the rear of the library.
57. The lobby should be made inviting. Walking into it should make a patron feel like they're walking into a palace of learning.
58. Public restrooms are in deplorable condition.
59. Storage facilities are inadequate.

60. A quiet reading area needs to be updated.
61. Computers should be placed where users can be easily monitored by staff.
62. The needs of the Friends of the Library should be taken into consideration. More work room, storage, and selling area needs to be put on future plans.
63. The community room needs considerable enlargement and décor updating.
64. Walls should be in lighter colors, and the floors replaced.

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65. We need to move the Circulation Desk so we are not surrounded by patrons.
66. The check-in desk – patrons complain anyone can reach into bin and take books.
67. Computers are spread out through out the library.
68. Children & young adults – that area can get very wild & crazy, maybe it would be better if they were separated.
69. Patrons complain a lot about not being able to come and go through the back door.
70. We really need a security guard at least from the hours of 2:30-7pm.

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71. As one of the Reference Librarians, I have heavy contact with library patrons and there are 2 things I get the most complaints about: the noise level and misuse of the computers, including the Catalog computers. I think the open floor plan and computer placement contribute the most to these problems.
72. The open floor plan was a hot concept in schools in the 1970's, which I think is about when this current building was constructed. It turned out to be a concept that failed, and the 1980's most open classrooms were being converted back to traditional, enclosed classrooms. The open floor plan concept fostered distractions, noise, and a general sense of chaos. That same atmosphere is present on a busy day at the Placentia Library, especially in the hours from 3-7pm on a weekday when crowds of latchkey children enter the library and stay for extended periods of time. A good deal of their time is spent socializing, rather than using library services. It's not unusual to see boisterous groups of kids randomly roaming the library just socializing with one another. Many of these kids come to the library strictly to hang out. They move from the homework club area to the children's area to the area around PLAC 1-6 computers and hover around the PLAC 7-10 computer terminals.
    A solution to this would be to not fight it but embrace it by providing an area inside the library, preferably near the entrance, where kids could just hang out. This could be a café-type atmosphere. I've heard some libraries are actually including a "Starbucks-like" café area within the library.
73. I've had patrons complain that there is no quiet study/reading area within the library anymore, and these complaints have come from patrons that include high school and college students to young parents to middle-aged adults and senior citizens. There still are patrons out there who have a more traditional concept of what a library's atmosphere should be and are upset when their library doesn't have it. Aside from the after-school socializing that contributes to the noise factor, other noisy areas of the library are the Homework Club and the Children's Services area.
    One solution might be to wall off these areas so that the noise generated from them doesn't travel to other parts of the library (much in the same way open-classrooms were later enclosed). The walls could be half-solid and half-glass, if it

was felt completely solid walls would be too confining. Partitioning off these two areas would reduce noise in the rest of the library and discourage roaming groups of children from using these areas of the library to just hang out in. Another solution would be to create a "Quiet Zone" in a corner of the library away from the main hub of activity. This could be an area for the Periodicals and chairs in which to read them, study corrals, and corrals with electric hookups dedicated to patrons who bring their own laptop computers to the library.

74. Computer placement currently is scattered throughout the library. Many of the computers are hidden behind the stacks of bookshelves, obscuring the view of the Reference Librarians whose job it is to monitor them. This placement encourages groups of children and teens to cluster around the computer terminals to visit and socialize, exacerbating the problems of noise level and misuse of computers. It is extremely difficult to enforce the rules of no more than two seated people per computer terminal, 15 minute time restraints on Express Computers, and Catalog computers to be used strictly for library catalog searches when the Reference Librarian can't see the computer terminal in question without leaving the Reference Desk area (and other patrons who are waiting to be served there) to patrol the outlying areas of the library where many of the terminals are located. For example, one Catalog computer is placed to the side and behind the Reference Desk, closer to the Homework area than the Reference Desk. Since the Reference Librarian greets patrons from the front of the desk, this Catalog computer is to the librarian's back. The other Catalog computer is over in the Children's area and completely out of view of the Adult Reference Desk Librarian. Patrons frequently complain about other patrons who are misusing the Catalog computers to surf the Internet and send email. The two Express Computers are off to the side of the Reference Desk and situated on the far side of bookshelves that partially block the view of them from the Reference Desk. Other complaints involve patrons using the Express computers for extended periods of time beyond the 15 minute restriction.

A solution would be to place the 2 Catalog computers and the 2 Express computers in front of the Adult Reference Desk with the screens facing the desk so that the librarian at the desk can clearly see the screens in order to monitor their use. (Catalog computers at the Yorba Linda Library are placed in such an arrangement.) Another solution would be to locate the other public use computers in one centralized location, a computer room of sorts, where signs could be posted as to proper use of the computers in terms of time limits, food and drink restrictions, and number of people per terminal. This could be a glassed-in area, which would reduce noise and traffic flow and thus discourage roaming groups of socializing children from loitering around computer terminals in groups of 3, 4 and more, as is often the case presently. Such a concentrated and confined area would be easier to monitor and service. The El Modena branch of the City of Orange library system has just such an arrangement and it appears to work quite well there.

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75. More square footage with modernization considerations.
76. More infusion of technology throughout all levels of support.
77. More workroom areas for all stakeholders and groups.

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78. Meeting room blinds.
79. Cleanliness.
80. Better lighting.
81. Patron's access to librarians at Reference Desk.
82. Circulation Desk is somewhat awkward for staff.
83. Loose tiles in floor and front doors can be a safety issue.