

(C.1. continued)

Most valuable of all is the support from Library Administration. The Library Director sees the FFL program as an integral part of the Library's service to the community. Administrative staff time is allocated to the program as needed and the Director is always available so that problems can be

addressed and resolved as they arise. This tremendous amount of support allows the FFL Coordinator to concentrate on the planning and implementation of the unique and critical aspects of the program, without having to personally oversee every detail of the program.

The program is also fortunate to have the support of the school district's Adult Education office. The administrator of Adult Education secured facilities for the ESL classes and childcare, made arrangements with the school district for transportation, provided an excellent ESL teacher, and recommended school district aides for the bilingual childcare worker positions.

The childcare workers this year have been another valuable asset. Gloria Luna, the primary bilingual aide, previously worked as a teacher's aide at a local elementary school. She has prior experience in working with families similar to those who participate in the FFL program and knows what needs to be done to prevent the problems that can arise later when the children begin attending school. A second childcare worker has also worked for the school district as a teacher's aide and playground monitor. The third childcare worker was a pre-school teacher in her native country.

The parents who participate in the program also deserve credit for the program's success. They are willing to come each week for two hours to work on improving their skills and to spend interactive time with their children. They have made the decisions to follow-up program suggestions by reading to their children at home and visiting the Library on their own. Without the parents' enthusiastic participation, the program would not exist.

- 3) Describe the most difficult challenges your program has faced so far and what actions you have initiated to overcome them. Are these actions proving successful?

The FFL program along with the rest of the Library was under a temporary expenditure freeze due to the County of Orange's financial difficulties. Payrolls were met, but other expenditures had to be postponed. Fortunately, supplies and books had been purchased just prior to the freeze, so that program implementation was not noticeably affected. A "wish list" of items to be purchased in the future is being compiled, so that funds can be incurred when they become available.

Another challenge also involved finance. Many of the families who participate in the program do not have their own source of transportation and live too far away from the Library to walk to it. The program has tried to provide transportation to meet this need. Last year, another local agency agreed to provide transportation funds, but were not able to do so at the beginning of this last fiscal year. Fortunately, the local Adult Education office agreed to cover part of the cost, and Library funds were redistributed to make up the difference.

- 4) If you knew at the beginning of this fiscal year what you know now, what, if any, changes would you make?

For most of the year, parents and children met in one room which was divided down the middle by a vinyl partition during part of the program. At the end-of-the-year evaluation, several parents mentioned that they had been distracted at times by the children's noise on the other side of the partition. Next year, parents and children will meet in different parts of the Library during times of adult instruction.

- 5) How do you see the future of the Families for Literacy Program in your library? What aspects have you already incorporated into regular library services? What aspects of the FFL program could you offer in your setting by reallocating resources or without outside (funding other than that provided by your library or community) funding? What are the barriers to achieving incorporation?

The FFL program has very strong support from both Library administration and the governing Board of Trustees. Despite severe financial set-backs in recent years, the Library has continued to offer a FFL program. This has been possible through the reallocation of staff members and finances from other departments to this program and by stretching available resources as much as possible. With the bankruptcy filing by the County of Orange, resources are having to be stretched even more.

The Library has also proved its commitment to literacy by recognizing PLLS as a department with the same standing as the Reference, Children's, and Circulation departments. Although some funding for PLLS comes from state and federal sources, the bulk of the department's expenditures are paid by Placentia Library.

However, finances continue to be uncertain. Prior to the June election, the State legislature had recommended taking money from special districts to pay County debts arising from Orange County's bankruptcy. The suggestion was temporarily laid aside because another possible solution in the form of a proposition was on the June ballot. The proposition failed, however, and the Library, which is a special district, may be losing additional income.

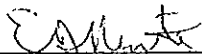
- 6) Please share any anecdotes or interactions that occurred in the course of your program that would give us a better understanding of the benefits to individual families gained through your FFL program. Attach additional pages as necessary. *(These are particularly helpful to Dr. Starr and to me as we give presentations about our FFL programs and use these anecdotal stories as illustrations of our impact on individual families)*

I cannot think of specific anecdotes, but I am seeing more and more of the participating families coming to the Library on their own to check out books and videos. Several of the families are participating in the Library's Summer Reading Program. The parents are reading to the pre-school age children and the older children are reading on their own. The older children are also participating in other Library Summer Reading Program activities for their own age groups. There seems to be a greater awareness among the families that the Library is a resource for the whole family.

D. Financial Report

Fiscal Year 1994-95

| Category | Budget | | Expended as of June 30, 1995 | |
|------------------------------|--------|--------|------------------------------|--------|
| | CLSA | OTHER | CLSA (FFL) | OTHER |
| 1. Personnel | 17,150 | 29,213 | 17,150 | 24,900 |
| 2. Library Materials | -0- | 1,500 | -0- | 604 |
| 3. Operative Total | 5,734 | 8,100 | 5,734 | 6,953 |
| 3a. Contract Services | 400 | -0- | 10 | -0- |
| 3b. Travel | 500 | -0- | 239 | -0- |
| 3c. Office Supplies | 350 | -0- | 350 | 361 |
| 3d. Printing | 700 | -0- | 90 | -0- |
| 3e. Instructional Resource | 600 | -0- | 1,861 | 98 |
| 3f. Children's Book Resource | 3,184 | 500 | 3,184 | 1,125 |
| 3g. Other** | -0- | 7,600 | -0- | 5,400 |
| 4. Equipment | -0- | -0- | -0- | -0- |
| 5. Indirect | 116 | -0- | 116 | -0- |
| TOTAL | 23,000 | 38,813 | 23,000 | 32,488 |



Elizabeth D. Minter

Library Director

Signature of Representative of Fiscal Agent
or of Library Receiving Funds

Title

**If any single expenditure over \$300 here, please explain on separate sheet

BUDGET CHANGE REQUEST (BCR)
CLSA/ California Library Literacy Service Funds/Families for Literacy

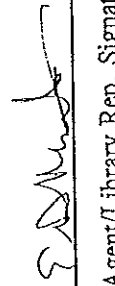
1. See INSTRUCTIONS for Budget Change Request
2. Send complete form to: California State Library
Literacy Fiscal Office, Room 215
PO Box 942837
Sacramento, CA 94237-0001

Please Check One CLLS FFL
Name of Library Placentia Library District
Fiscal Year 94-95

| BUDGET CATEGORIES | APPROVED CLSA BUDGET | BUDGET CHANGE REQUEST AMOUNT | PROPOSED CLSA BUDGET | JUSTIFICATION For Budget Change Request (attach additional pages, as necessary) |
|----------------------------|----------------------|------------------------------|----------------------|--|
| 1. Personnel | 17,150 | -0- | 17,150 | |
| 2. Library Materials | -0- | -0- | -0- | |
| 3. Operations Total (a-h) | 5,734 | -0- | 5,734 | |
| a. contract services | 400 | (390) | 10 | |
| b. travel | 500 | (261) | 239 | |
| c. office supplies | 350 | -0- | 350 | |
| d. printing | 700 | (610) | 90 | |
| e. instructional resources | 600 | 1,261 | 1,861 | |
| f. communications | -0- | -0- | -0- | |
| g. children's book (FFL) | 3,184 | -0- | 3,184 | |
| h. other | -0- | -0- | -0- | |
| 4. Equipment | -0- | -0- | -0- | |
| 5. Indirect | 116 | -0- | 116 | |
| 6. TOTAL | 23,000 | -0- | 23,000 | |

BCR 53.CLC (Rev. 7/94)

| | |
|--------------------------------------|------------|
| STATE LIBRARY USE ONLY | |
| CSL Consultant approval/signature | Date |
| CSL Fiscal Office approval/signature | Title Date |

| | |
|---|---|
|  Elizabeth D. Minter Fiscal Agent/Library Rep. Signature | Library Director 07/31/95 Title Date |
| Charlene Dumitru Contact Person | (714) 528-1925 Phone # |



CALIFORNIA
S T A T E
L I B R A R Y
F O U N D A T I O N

SUPPLEMENTAL REPORTING FORM

CALIFORNIA LITERACY CAMPAIGN FAMILIES FOR LITERACY

1995 CALIFORNIA STATE LIBRARY FOUNDATION FAMILIES FOR LITERACY FUND GRANT

PRESERVING
PROTECTING
AND PROMOTING
CALIFORNIA'S
RICH CULTURAL
HERITAGE

From: Library Placentia Library District
Contact Jeannine Walters
Street 411 East Chapman Avenue
City, State, ZIP Placentia, CA 92670
Phone (714) 524-8408

1. Did you spend or encumber the total dollar amount of the Families For Literacy Fund grant received from the California State Library Foundation for the purchase of books for distribution to eligible families in your FFL program as of June 30, 1995?

Yes x No

If your answer to #1 is "no", indicate the amount from the California State Library Foundation Families for Literacy Fund grant that you did not spend or encumber prior to June 30, 1995.

2. How did the California State Library Foundation's Families For Literacy Fund Grant assist you in implementing your goal of providing books for FFL families?

We were able to purchase 40 additional books for distribution with the funds provided by the Foundation's Grant.

3. Other comments:

Thank you for your generosity and support of the Families for Literacy programs.

(916) 447-6331
1225 - 8TH STREET
SUITE 345
SACRAMENTO, CA
95814

Signature *Jeannine Walters*
Name (please print) Jeannine Walters
for Placentia Library District Library
Date July 27, 1995

TO: Library Board of Trustees

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

DATE: August 15, 1995

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

BACKGROUND:

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

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

RECOMMENDATION:

Receive and file.

CALIFORNIA LIBRARY LITERACY DIVISION
 Quarterly Financial Report (Fiscal Year 94-95)


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

Name Of Library _____

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

| BUDGET CATEGORIES | BUDGET | | | EXPEND. THIS QTR. | | | EXPENDITURES YEAR-TO-DATE | | |
|----------------------|-------------------------|---------------|-----------------------------------|-------------------|--------------|-------------|---------------------------|---------------------------------------|--|
| | (a) Approved CLSA | (b) Other* | (c) TOTAL For Year (a+b) | (d) CLSA | (e) Other | (f) CLSA | (g) Other | (h) TOTAL Expenditures (f+g) | |
| 1. Personnel | 2,185 | 38,942 | 41,127 | -0- | 11,405 | 2,185 | 36,522.41 | 38,707.41 | |
| 2. Library Materials | -0- | 185 | 185 | -0- | 185 | -0- | 185 | 185 | |
| 3. Operations | 7,000 | 3,000 | 10,000 | 2,987 | 2,351 | 7,000 | 3,308 | 10,308 | |
| 4. Equipment | -0- | 3,500 | 3,500 | -0- | 3,600 | -0- | 6,719 | 6,719 | |
| 5. Indirect | -0- | -0- | -0- | -0- | -0- | -0- | -0- | -0- | |
| 6. Total | 9,185 | 45,627 | 54,812 | 2,987 | 17,541 | 9,185 | 46,734.41 | 55,919.41 | |

| "OPERATIONS" DETAIL | BUDGET | | | EXPEND. THIS QTR. | | | EXPENDITURES YEAR-TO-DATE | | |
|------------------------|-------------------------|---------------|-----------------------------------|-------------------|--------------|-------------|---------------------------|---------------------------------------|--|
| | (a) Approved CLSA | (b) Other* | (c) TOTAL For Year (a+b) | (d) CLSA | (e) Other | (f) CLSA | (g) Other | (h) TOTAL Expenditures (f+g) | |
| 3a. Contract Services | 800 | -0- | 800 | -0- | -0- | 650 | -0- | 650 | |
| 3b. Travel | 800 | -0- | 800 | 1,004 | 1,503 | 1,112 | 1,503 | 2,615 | |
| 3c. Office Supplies | 900 | 1,000 | 1,900 | 431 | -0- | 721 | -0- | 721 | |
| 3d. Printing | 2,600 | -0- | 2,600 | 512 | -0- | 1,994 | -0- | 1,994 | |
| 3e. Instr. Resources | 500 | 1,000 | 1,500 | -0- | 783 | 500 | 1,260 | 1,760 | |
| 3f. Communications | 900 | -0- | 900 | 625 | -0- | 1,523 | 480 | 2,003 | |
| 3g. Other | 500 | 250 | 750 | 415 | 65 | 500 | 65 | 565 | |
| TOTAL | 7,000 | 3,000 | 10,000 | 2,987 | 2,351 | 7,000 | 3,308 | 10,308 | |


 Signature of Representative of Fiscal Agent or of Library receiving funds
 Elizabeth D. Minter
 Library Director
 Title July 29, 1995
 Date
 Charlene Dumitru
 Contact Person
 Admin. Ass't (714) 528-1925
 Title Phone

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

BUDGET CHANGE REQUEST (BCR)
CLSA/ California Library Service Funds

Placentia Library District
 Name of Library

1. See INSTRUCTIONS for Budget Change Request

2. Send complete form to:
 California State Library
 Fiscal Office, Room 215,
 PO Box 942837
 Sacto., CA 94237-001

| BUDGET CATEGORIES | APPROVED CLSA BUDGET | BUDGET CHANGE REQUEST AMOUNT | PROPOSED CLSA BUDGET | JUSTIFICATION For Budget Change Request (attach additional pages, as necessary) |
|----------------------------------|----------------------|------------------------------|----------------------|--|
| 1. Personnel | 2,185 | -0- | 2,185 | |
| 2. Library Materials | -0- | -0- | -0- | |
| 3. Operations Total (a-g) | 7,000 | -0- | 7,000 | |
| a. contract services | 800 | (150) | 650 | Actual expenses varied from original budget plans. |
| b. travel | 800 | 312 | 1,112 | |
| c. office supplies | 900 | (179) | 721 | |
| d. printing | 2,600 | (606) | 1,994 | |
| e. instructional resources | 500 | -0- | 500 | |
| f. communications | 900 | 623 | 1,523 | |
| g. other | 500 | -0- | 500 | |
| 4. Equipment | -0- | -0- | -0- | |
| 5. Indirect | -0- | -0- | -0- | |
| 6. TOTAL | 9,185 | -0- | 9,185 | |

BCR 53.CLC (Rev. 10/92)

| | |
|---|----------------|
| STATE LIBRARY USE ONLY | |
| CSL Consultant approval/signature _____ | Date _____ |
| CSL Fiscal Office approval/signature _____ | Title _____ |
| Date _____ | Date _____ |

Fiscal Agent/Library Rep. Signature: *E. Dumitru* Title: Library Director Date: 07/29/95

Contact Person: Charlene Dumitru Phone # (714) 528-1925

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

4th Quarter
April-June

3rd Quarter
January-March

2nd Quarter
October-December

1st Quarter
July-September

Placentia Library
Name of Library

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

| 1. IN KIND SERVICES (In Dollar Equivalents) | Church/ Service Groups | Business | Education | County/ Municipal | Foundation | Other | This Qtr's Total Resources | TOTAL YEAR-TO- DATE | This Year's Goals |
|--|------------------------------|----------|-----------|----------------------|------------|-------|----------------------------------|---------------------------|-------------------------|
| | | | | | | | | | |
| a) Space | | | | 830 | | | 830 | 3,390 | 5,000 |
| b) Materials | | | | | | | | 50 | 1,000 |
| c) Equipment | | | | 167 | | | 167 | 595 | 500 |
| d) Printing | | | 375 | | | | 375 | 725 | 1,500 |
| e) Professional Services | | | | | | | | | 500 |
| f) Other | | | | | | | | | |
| COLUMN TOTALS FOR QTR | | | 375 | 997 | | | 1,372 | | |
| COLUMN TOTALS FOR YTD | | | 725 | 3,985 | | 50 | | 4,760 | |
| TOTALS: | | | | | | | | | |
| 2. VOLUNTEER HOURS | | | | | | | | | |
| a) Literacy Instruction | | | | | | | | | |
| b) Talent/Support Services | | | | | | | | | |
| | | | | | | | 864 | 3,680 | 4,000 |
| | | | | | | | 179 | 1,164 | 2,000 |

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

Comments:

Katie Matas
Contact Person

[Signature]
Signature of person submitting report
Library Director
Date

Literacy Coordinator
Title
714 524-8408
Telephone Number

CALIFORNIA LIBRARY LITERACY SERVICE
Adult Learner Activity Report (Fiscal Year 94/95)

1a Utia Library District
 Name of Library

1ST QUARTER
 JULY - SEPTEMBER

2ND QUARTER
 OCTOBER-DECEMBER

3RD QUARTER
 JANUARY-MARCH

4TH QUARTER
 APRIL-JUNE

Instructions:

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

| QUARTERLY SUMMARY | | | TOTAL |
|---|-----|----|-------|
| 1. Adult Learners receiving instruction at beginning of quarter (Same as #8 from last quarter's AL report) | 1. | 1. | 82 |
| 2. Adult Learners who began during quarter | 2. | | 13 |
| 3. Adult Learners who left during quarter | | | |
| a. Learners who met goal | 3a. | 5 | |
| b. Learners who became physically inaccessible this quarter | 3b. | 2 | |
| c. Learners who left program for other reasons | 3c. | 8 | |
| d. Learners who left program WITHOUT notification | 3d. | 0 | |
| e. TOTAL (Sum of Items #3a thru #3d) | 3e. | | 15 |
| 4. Adult Learners who received instruction during the quarter (#1 plus #2 minus #3d) | 4. | | 95 |
| 5. Adult Learners referred to other programs (never instructed) this quarter | 5. | | 5 |

| CUMULATIVE SUMMARY | | | TOTAL |
|---|----|--|-------|
| 6. Cumulative total adult learners who received instruction this fiscal year-to-date (1st quarter = #4 above) (2nd, 3rd, 4th quarters = #2 above plus #6 from previous quarter) | 6. | | 137 |
| 7. Cumulative total adult learners referred to other programs this fiscal year-to-date (1st quarter = #5 above) (2nd, 3rd, 4th quarters = #5 above plus #7 from previous quarter) | 7. | | 18 |

| END OF QUARTER STATUS | | | TOTAL |
|--|----|--|-------|
| 8. Adult Learners receiving instruction at end of quarter (#1 plus #2 minus #3e) | 8. | | 80 |
| 9. Prospective Adult Learners awaiting instruction at end of quarter | 9. | | 20 |

Characteristics of Adult Learners receiving instruction at end of quarter.

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

| 10. Ethnicity | Asian | Black | Hispanic | Native American | Pacific Islander | White | Other | Unknown | TOTAL |
|---------------|-------|-------|----------|-----------------|------------------|-------|-------|---------|-------|
| | 34 | 1 | 31 | 0 | 0 | 14 | 0 | 0 | 80 |

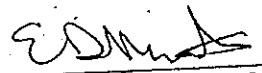
| 11. Age Distribution | 16-19 | 20-29 | 30-39 | 40-49 | 50-59 | 60-69 | 70+ | Unknown | TOTAL |
|----------------------|-------|-------|-------|-------|-------|-------|-----|---------|-------|
| | 5 | 15 | 17 | 22 | 11 | 5 | 2 | 3 | 80 |

| 12. Gender | Male | Female | TOTAL |
|------------|------|--------|-------|
| | 25 | 55 | 80 |

Double Check:

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

Placentia Library District
 Name of Library


 Signature of person submitting this report

Katie Matas
 Library Director Title Date

Katie Matas
 Contact Person

Literacy Coordinator Title 714-524-8408 Phone

CALIFORNIA LIBRARY LITERACY SERVICE
Tutor Activity Report (Fiscal Year 94/95)

Placentia Library District
me Library

1ST QUARTER
JULY - SEPTEMBER

2ND QUARTER
OCTOBER-DECEMBER

3RD QUARTER
JANUARY-MARCH

4TH QUARTER
APRIL-JUNE

Instructions:

Submit one original plus two copies of this report with other reports required.

Send to: California State Library, Fiscal Office, Room 215 - Literacy, PO BOX 942837, Sacramento, CA 94237-0001

| QUARTERLY SUMMARY | | TOTAL |
|---|-----|-------|
| 1. Tutors instructing at beginning of quarter (Same as #9 from previous quarter's Tutor report) | 1. | 64 |
| 2. Tutors who began instructing during quarter | 2. | 8 |
| 3. Tutors who left during quarter | | |
| a. Tutors who left with notification | 3a. | 9 |
| b. Tutors who left WITHOUT notification | 3b. | |
| c. TOTAL tutors who left (#3a plus #3b) | 3c. | 9 |
| 4. Total tutors who instructed during quarter (#1 plus #2 minus #3b (without notification only)) | 4. | 72 |
| 5. Number of tutors trained during quarter | 5. | 12 |
| 6. Number of pre-service tutor workshops offered during quarter | 6. | 1 |

| CUMULATIVE SUMMARY | | TOTAL |
|---|----|-------|
| 7. Cumulative total tutors who instructed this fiscal year-to-date (1st Quarter = #4 above) (2nd, 3rd, 4th quarters = #2 above plus #7 from previous quarter) | 7. | 96 |
| 8. Cumulative total tutors trained this fiscal year-to-date (1st Quarter = #5 above) (2nd, 3rd, 4th quarters = #5 above plus #8 from previous quarter) | 8. | 72 |

| END OF QUARTER STATUS | | TOTAL |
|---|-----|-------|
| 9. Tutors instructing at end of quarter (#1 plus #2 minus #3c) | 9. | 63 |
| 10. Prospective tutors awaiting training/matching at end of quarter | 10. | 14 |

Characteristics of Tutors instructing at end of quarter.

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

| ethnicity | Asian | Black | Hispanic | Native American | Pacific Islander | White | Other | Unknown | TOTAL |
|-----------|-------|-------|----------|-----------------|------------------|-------|-------|---------|-------|
| | 5 | 1 | 5 | 0 | 1 | 51 | 0 | 0 | 63 |

| Age Distribution | 16-19 | 20-29 | 30-39 | 40-49 | 50-59 | 60-69 | 70+ | Unknown | TOTAL |
|------------------|-------|-------|-------|-------|-------|-------|-----|---------|-------|
| | 0 | 11 | 17 | 16 | 8 | 6 | 5 | 0 | 63 |

| Gender | Male | Female | TOTAL |
|--------|------|--------|-------|
| | 9 | 54 | 63 |

Double Check:

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

| | |
|--|----|
| 4a. Number of public sites used for literacy instruction during quarter | 2 |
| 4b. Number of private homes used for literacy instruction during quarter | 10 |


15. Legislative districts in which instruction occurred during quarter

a. State Assembly District #(s): 72

b. State Senate District #(s): 33

c. U.S. Congressional District #(s): 39

Placentia Library District
Name of Library



Signature of person submitting this report

Library Director
Title

Date

Katie Matas
Contact Person

Literacy Coordinator
Title

714-524-8408
Phone

CALIFORNIA LIBRARY LITERACY SERVICE

Quarterly Action Plan (Fiscal Year 94/95)

Placentia Library District
Name of Library

1ST QUARTER
JULY - SEPTEMBER

2ND QUARTER
OCTOBER-DECEMBER

3RD QUARTER
JANUARY-MARCH

4TH QUARTER
APRIL-JUNE

Instructions:

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

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

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

2. How did you address these challenges?

1. Offered a 15-hour tutor training course.
2. Held a tutor training follow-up meeting for the tutors who completed the 3rd quarter training.
3. Participated in the Chamber of Commerce Business Expo distributing information about the literacy program and answering questions.
4. Contacted tutors by telephone to remind them to complete the CALPEP with their students.

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

1. Recruiting and retaining new tutors.
2. Providing support to the tutors and students in the program.
3. Promote the use of computer software in conjunction with tutoring sessions.

4. What local alliance formation activities occurred this quarter?

1. Continued participation in the Placentia Community Network.
2. Continued communication with local businesses through the Placentia Chamber of Commerce.
3. Worked with local Adult Education to provide classes for students in the Families for Literacy Program.
4. Worked with California State University, Fullerton to provide internship opportunities for students in the Human Services and Communications departments.

Quarterly Action Plan (continued)

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

1. To include information on the literacy program in the city newsletter, the local cable TV channel, and in press releases to local newspapers.
2. To list tutor training classes in the community college adult education catalog.
3. To attend Placentia Chamber functions.
4. Contact tutors by phone to request monthly tutoring hours and remind them that it was time to complete the CALPEP.
5. To participate in the California State University, Fullerton Internship Day.

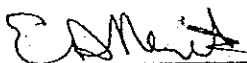
6. How were strategies implemented and what outcomes were achieved?

1. The city newsletter is distributed to every home in Placentia thereby providing every resident with information about the literacy program. The same is true of press releases in local newspapers.
2. Wide circulation of the Adult Education catalog gave the literacy program broad exposure.
3. Attendance at Chamber of Commerce functions provides the literacy program with visibility in the local business community.
4. The Literacy Coordinator participated in Internship Day and a planning workshop prior to the event. Summer and Fall internships have been scheduled.

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

1. Offer a 15-hour tutor training workshop.
2. Attend Placentia Chamber functions.
3. Speak at various functions to civic and service organizations.
4. Work with an intern to survey program participants about their ideas for program improvement.
5. Train literacy staff to instruct tutors and students in the use of literacy computer software.

Placentia Library District
Name of Library


Signature of person submitting this report

Library Director
Title Date

Katie Matas
Contact Person

Literacy Coordinator 714 524-8408
Title Phone

TO: Elizabeth Minter, Library Director
FROM: Suad Ammar, Principal Librarian
DATE: August 15, 1995
SUBJECT: Memorandum of Understanding for Families First Collaborative.

BACKGROUND:

The Library was invited to participate with the Families First Collaborative (FFC) in applying for a grant. The goals of the grant are:

- 1- Strengthening parenting skills.
- 2- Increasing Accessibility and Quality of Child Care and Youth Programs.
- 3- Assisting Families in Achieving Economic Sufficiency.
- 4- Promoting Safety in Homes and Communities.
- 5- Increasing Accessibility to Health and Mental Health Care.
- 6- Assisting Students in Becoming Successful in School.

The Placentia Yorba Linda Unified School District Collaborative includes various community organizations in addition to the Coalition of Children, Adolescents, and Parents (CCAP), the Placentia Police Department, The Placentia Human Services Department, Head Start, the League of Women Voters, Health Families Collaborative (HFC), and others.

Suad Ammar and Kay Schneider met with the representatives of the Collaborative to discuss the Library's role in the Collaborative as well as the responsibilities and expectations of being a member.

The Library's basic involvement in the first year will be through the Families For Literacy program. The Collaborative will promote the FFL program and recruit families to take advantage of it, in return they will be able to help with transportation costs.

The Library will assist in referring families that can benefit from the services provided by the Families First Collaborative (FFC), and share the Library's literacy programs' schedules and statistics with FFC and insure confidentiality of client information.

RECOMMENDATION:

Ratify signature of the Memorandum of Understanding for Families First Collaborative by the Library Director.

MEMORANDUM OF UNDERSTANDING FAMILIES FIRST COLLABORATIVE

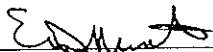
This Memorandum of Understanding is made and entered into by the Coalition for Children, Adolescents and Parents (CCAP) and Placentia Library District for the purpose of establishing a community collaborative to provide Family Preservation and Support Services. The Families First Collaborative will serve families in the attendance areas of Kraemer Middle School and Glenview, Morse, Rio Vista, Ruby Drive, Topaz and Tynes Elementary Schools, as well as other families in the community with special needs.

The goals of Families First Collaborative are to produce measurable improvement for families in the areas of parenting skills, accessing child care and youth programs, achieving economic sufficiency, creating safe homes and communities, accessing physical and mental health care, and in assisting students in becoming successful in school.

As a member of the Collaborative, Placentia Library District agrees to:

1. Assist in referring families that can benefit from the services provided by the Families First Collaborative.
2. Families First Collaborative grant will assist in financing transportation for the Families For Literacy program offered by the Library.
3. Share the Placentia Library Literacy programs' activities, schedules and statistics with the Families First Collaborative on a regular basis.
4. Insure confidentiality of client information.

This Memorandum of Understanding is effective October 1, 1995 subject to the approval of the Placentia Library District Board of Trustees, and the funding of the Families First Collaborative. This agreement can be modified in writing by mutual agreement of both parties.

Signed: 

Signed: _____

Title: Library Director

Title: _____

Agency: Placentia Library Dist.

Agency: _____

Date: July 27, 1995

Date: _____

PROGRAM SUMMARY

| | |
|---|--|
| Name of Collaboration: | Contact Person's Name, Address and Telephone No: |
| Program Address and Telephone No: | |
| Proposed Program: <input type="checkbox"/> FAMILY PRESERVATION SERVICES <input type="checkbox"/> FAMILY SUPPORT SERVICES <input type="checkbox"/> BOTH | Amount Requested for Program: |

Proposals shall be signed by an authorized representative of each collaborative member. Proposals not signed by each collaboration member will be rejected.

Designated Lead Agency:

I certify that the information provided in this proposal is true and correct to the best of my knowledge and that have been duly authorized by applicant's governing body or other authority to file this proposal.

Signature: _____ Date: _____

Name and Title
of Person Signing: _____

Applicant Agency: _____

Collaboration Member:

I certify that the information provided in this proposal is true and correct to the best of my knowledge and that have been duly authorized by applicant's governing body or other authority to file this proposal.

Signature:  Date: July 27, 1995

Name and Title
of Person Signing: Elizabeth D. Minter, Library Director

Applicant Agency: Placentia Library District

STATEMENT OF EXPERIENCE
To be completed by each member of the collaboration

Name of Member Agency: Placentia Library District

INSTRUCTIONS: Answer all of the following questions. If a question does not apply, answer with a complete sentence rather than stating "non-applicable".

1. Attach current and valid copy(ies) of any agency license(s) to do business in California.

2. How many years have you or has your agency been in business under its present name? 75

Number of years doing business under related and/or prior business name? _____

Give name(s) and date(s). There has not been another name.

3. Have you or has your agency failed or refused to complete a contract?

____ Yes x No. If yes, please explain.

4. Are you or is your agency or are any of its principal officers involved in litigation in connection with contracts for providing services similar to those being proposed?

____ Yes x No. If yes, provide details.

STATEMENT OF EXPERIENCE NARRATIVE

To be completed by each member of the collaboration

Name of Member Agency: Placentia Library District

1. For the past three (3) years, please list any contracts and describe program services you have provided. In particular, describe your experience in providing services to families and children.

| Year | Dollar Amount of Services | Contracting Agency | Location |
|-------|---------------------------|--------------------|-------------------------------|
| 94/95 | \$61,813.00 | Placentia Lib. | 411 E. Chapman Ave, Placentia |

Services Provided: A weekly two-hour program for parents and their pre-school age children was held at the Library. Parents received instruction in reading and read-aloud skills. Parents and their children participated in story hours and craft activities. Books were given at least once a month to every child in each participating family to take home and keep.

| Year | Dollar Amount of Services | Contracting Agency | Location |
|-------|---------------------------|--------------------|--------------------------------|
| 93/94 | \$43,834.00 | Placentia Lib. | 411 E. Chapman Ave., Placentia |

Services Provided: A weekly two-hour program for parents and their pre-school age children was initially held at the Placentia HeadStart location. This was later held at the Library. Parents received instruction in reading and read-aloud skills. Parents and children participated in story hours and craft activities. Books were given each month to each pre-school age child in the program to take home and keep.

| Year | Dollar Amount of Services | Contracting Agency | Location |
|-------|---------------------------|--------------------|--------------------------------|
| 92/93 | \$36,100.00 | Placentia Lib. | 411 E. Chapman Ave., Placentia |

Services Provided: Meetings were held three times a week for different groups of learners. Two days were spent learning English, and one day consisted of family activities. Volunteer tutors from the Placentia Library Literacy Services program worked with the parents in small structured groups. Outside speakers from local service agencies were invited to speak on topics of interest to families. Story times at the Library were held once a month. Books were given to each pre-school age child to take home and keep 2-3 times each month.

| Year | Dollar Amount of Services | Contracting Agency | Location |
|------|---------------------------|--------------------|----------|
| | | | |

Services Provided:

ATTACHMENT C
(3/27/95)

STATEMENT OF REFERENCES

To be completed by each member of the collaboration

Name of Applicant: Placentia Library District

Please provide names and addresses of three (3) current references for similar scope of services previously provided and brief description of service rendered, in addition to telephone number, and contact person.

| Date of Service | Name | Address | Phone | Contact Person |
|-----------------|---------------------|------------------------------|----------|----------------|
| since 1977 | Placentia HeadStart | 974 S. Melrose Placentia, CA | 630-7190 | Yvonne Bailey |

Service: HeadStart is a social-developmental program for pre-school age children and their families. Areas covered include health, education, nutrition, parent involvement, disabilities, and social services.

| Date of Service | Name | Address | Phone | Contact Person |
|---|------|-------------------------------|----------|----------------|
| since 1985 RIF at Kraemer or 1987 Middle School | | 645 N. Angelina Placentia, CA | 996-1551 | Nancy Koshak |

Service: Distributes books for ownership to 7th and 8th grade students.

| Date of Service | Name | Address | Phone | Contact Person |
|-----------------|-------------------------------------|------------------------------|----------|----------------|
| since 1984 | Placentia Library Literacy Services | 411 E. Chapman Placentia, CA | 524-8408 | Katie Matas |

Service: Provides individual tutoring in basic reading and English skills to adults

LITIGATION INVOLVEMENT

To be completed by each member of the collaboration

Name and Address

Placentia Library District

411 East Chapman Avenue

Placentia, California 92670

Involvement in Litigation

Check YES or NO to the following questions. If a YES answer is checked, please explain fully the circumstances and include discussion of the type of program involved as well as the potential impact on this program, if funded.

| | YES | NO |
|--|-----|----|
| 1. Are you or is your organization or any of its principal officers involved in litigation now or within the last two years? | | x |
| 2. If an organization, is the Executive Director involved in litigation? | | x |
| 3. If an organization, are any members of the Board of Directors unable to be bonded? | | x |
| 4. Are any key staff members unable to be bonded? | | x |
| 5. Have you or has the Agency or Project Director ever been cited for improper management? | | x |
| 6. Have you or has the Agency or Project Director ever had public or foundation funds withheld? | | x |
| 7. Has the Agency, if nonprofit, ever had its nonprofit status revoked or withheld? | | x |

Response Section (Use extra pages, as necessary)

Completed by: Suad Ammar, Principal Librarian July 27, 1995
Name and Title Date

(03/27/95)

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *EDM*
DATE: August 15, 1994
SUBJECT: **FY1995-1996 Budget**

BACKGROUND:

Legislative Activities

Staff continues to be watchful of legislative activities concerning the Orange County Bankruptcy recovery.

At the present time there is nothing to report. A legislative update will be presented at the Board Meeting.

Bankruptcy Activities

In his SB75 veto message, Attachment A, Governor Wilson established an August 21, 1995, deadline for the proposal of an Orange County Bankruptcy Recovery Plan that is workable and acceptable.

Several plans are now "on the table" including the one proposed by the "Family of Governments", Attachment B, (created by several of the special districts) which has been endorsed by the Orange County Investors Pool Committee but not "adopted" as "their" plan. There is also a plan by the Orange County League of Cities which is to be presented after this memo is prepared.

A copy of the most recent status report from the Orange County Investors Pool Committee is Attachment C.

An update will be presented at the Board Meeting.

RECOMMENDATIONS:

Give direction to staff for further activities.



**GOVERNOR'S OFFICE**

August 3, 1995

To the Members of the California Senate:

I am returning Senate Bill No. 75 without my signature.

This bill would transfer to Los Angeles County up to \$75 million a year of transit funds for the next 5 years. It would also, only upon enactment of subsequent legislation, allow for a state-appointed trustee for Orange County to use a combination of transportation funds and property tax revenues to pay off debt that would be issued as part of a financial recovery plan.

I am concerned about the long-range impact this measure will have on transportation services in Los Angeles County. If SB 75 were to be signed, Los Angeles County could potentially lose the opportunity to receive up to \$375 million over five years of federal matching funds.

I have offered to support legislation which would provide \$50 million for one year only of TDA revenues to Los Angeles County's General Fund. This action should not jeopardize any federal funding. Also, it must be understood that this legislation should be viewed as one of several linked parts of the larger solution required to provide needed fiscal relief for county governments.

Orange County has not yet demonstrated the ability to negotiate a resolution to its fiscal problems. It is imperative that Orange County do so before the Legislature reconvenes on August 21, 1995.

I will support a responsible recovery plan that permits Orange County to utilize TDA funding along with other preexisting available revenue sources to implement that solution.

Cordially,

PETE WILSON

GOVERNOR PETE WILSON • STATE CAPITOL • SACRAMENTO, CALIFORNIA 95814

Objectives

- Contain Orange County government problems in Orange County
- Pay all bond and vendor debt
- Restore investor confidence in Orange County government
- Continue to place schools as a priority
- End the Orange County bankruptcy

The Plan

- A Consortium of government agencies provides \$415 million to finance County note shortfall and vendor debt
- In exchange, County sells two assets -- John Wayne Airport and operating landfills -- to other government agencies
- Revenue from asset sales and County note reserves retire the notes and vendor debt
- Consortium agrees to purchase \$110 million in Certificates of Participation
- OCIP Committee consents to open the Settlement Agreement to allow for debt restructuring

Three Steps to End Bankruptcy

- Step 1
 - Transfer John Wayne Airport and rights to a future airport at El Toro MCAS to the OCTA in exchange for urban rail capital funds.
 - Transfer title to operating landfills to the Orange County Sanitation Districts.
 - Proceeds of the transfer are used, along with County's note reserves, to repay \$800 million of Note Debt, Court directed payments to minors, Interpleader Deposits with the Superior Court and Vendor Debt.

Three Steps to End Bankruptcy

- Step 2
 - Consortium agrees to purchase \$110 million of COPs.
 - First \$50 million goes to pay the schools.
 - Next \$60 million goes to pay Settlement Secured Claims.

Three Steps to End Bankruptcy



- Step 3

- Remaining debts are restructured. Pool claims are combined into one claim
- Pool claims will be non-recourse to the County after \$265 million.
- The County's loss will be the last paid.

Pool Participants Benefits

- Benefits
 - Purchase airport and landfills
 - More control of the litigation
 - \$50 million for the schools and \$60 million for Settlement Secured Claims
 - Remaining OCIP claims are ahead of the County
 - End of Bankruptcy
 - No more funding raids

Pool Participants Costs

- Costs

- Recourse on \$444 million of Repayment

Claims

- \$415 million cash

- Debt limitation litigation

- Allowing debts to be paid ahead of the Settlement Secured Claim

County Benefits

- Benefits
 - Immediate repayment of all note debt, vendor debt, Superior Court Interpleader deposits, Court-directed payments to minors.
 - Non-recourse treatment on \$444 million of OCIP claims
 - Avoids cost and cumbersome process of a plan of adjustment.
 - Eliminates debt limitation litigation
 - Bankruptcy ends

County Costs

- Costs
 - Loss of Airport and Landfill
 - \$445 million of Debt Reserves
 - County subordinates its remaining loss to pool participants
 - Loss of control of the litigation and bankruptcy

Results

- Municipal market is reassured.
 - \$800M of Note debt is repaid
 - Provides a \$50M first priority to Orange County Schools from the sale of the COPs.
- All claims other than governmental entities are paid.
 - Vendor claims are paid
 - Superior Court Interpleader Deposits and Court directed payments to minors are restored
- Schools remain first priority
- Permits a quick resolution of the bankruptcy.

U.S. INVESTMENT

ORANGE COUNTY INVESTMENT POOL BANKRUPTCY

AUGUST 9 UPDATE

"The Settlement Agreement won't end this nightmare. The Agreement will simply transform it into a different kind of beast."

—Attorney Patrick C. Shea

Agenda Item 25 Attachment C

POOL PARTICIPANTS COMMITTEE

Blake Anderson, Orange County Sanitation Districts Assistant General Manager

Paul Brady, Jr., Irvine City Manager, Vice-Chairman

Andrew Czorny, Orange County Water District Treasurer/Finance Director

Wally Kreutzen, Transportation Corridor Agencies Executive Vice-President

Michael Martello, City of Mountain View City Attorney

John Nelson, Orange County Department of Education Assistant Superintendent

Stan Offelie, Orange County Transportation Authority Chief Executive Officer, Chairman

Patrick C. Shea, Committee Counsel, Pillsbury Madison & Sutro

M. Freddie Reiss, Financial Advisor, Price Waterhouse LLP

Jon Schotz, Financial Advisor, Saybrook Capital Corp.

WHAT'S NEXT?

- August 21 deadline
- Potential of a trustee
- Competing programs
- Other issues

DELEGATION PLAN

200 DEC 08 11:20 AM P.10

How to fulfill obligation?

BORROW FROM INTER- AND INTRA-COUNTY FUNDS: (Orange County has other helping Orange County's debt)

Between intercounty and intercounty funds available w/ removal of current restrictions, there is more than \$858 million in available reserves from which to borrow.

How will the County pay off the inter/intra-county loans?

REVENUE STREAM GUARANTEE:

- \$65 mill annually (Pension Measure M orders for 10 yr - needs voter approval)
- \$10 mill annually (Pension reduction plan - currently 2000 for 20 years)
- \$37 mill (100% (based on budget 2000) employee pay reduction ongoing studies - needs Bd approval)
- \$ 6 mill (reduction of employee benefits ongoing studies - needs Bd approval)
- \$ 1 mill (reduction of supervisors staff ongoing savings - needs Bd approval)
- \$119 mill ANNUAL TOTAL

ONE-TIME REVENUE:

STIPULATION: New revenue stream increases the mill levy to debt requirements

- sale of assets:
 - \$350 mill from sale of landfills
 - \$100 mill from sale of other assets or leasebacks
 - \$450 mill
- leaseback settlements: \$2.00 bil (potential revenue)

The plan must be predicated on fundamental structural changes such as:

- ** Term limits
- ** Shifted county services to cities
- ** Charter county/part-time Board
- ** Consolidation of special districts

200 DEC 08 11:20 AM P.10

DUPLICATE COPY

Orange County's Legislative Delegation Plan

What happens if the pool participants are not made 100% whole on their investment losses?
What must the county pay?

County's original deficit: \$1,974 bil

- \$ 300 (of \$340 cash) "county's own losses" "secured claims"
- \$ 342 (of \$340 cash) "county's own losses" "secured claims"
- \$ 342 (of \$340 cash) "county's own losses" "secured claims"
- \$ 407 (of \$340 cash) "county's own losses" "secured claims"
- \$ 67 (of \$340 cash) "county's own losses" "secured claims"

County's new total \$ 858 mil =

- \$355 (bondholder debt)
- \$236 (recovery notes for schools)
- \$106 (school retirement)
- \$100 (vendors debt)
- \$ 60 (county's own debt)
- \$858 mill total

INVESTMENT POOL BANKRUPTCY

FAMILY OF GOVERNMENTS

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FAMILY OF GOVERNMENTS

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 - Proceeds of the transfer are used, along with County's note reserves, to repay \$800 million of County's note reserves, to repay the Superior Court and Note Debt, Court directed payments to the Interpleader Deposits with the Superior Court and Vendor Debt.

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FAMILY OF GOVERNMENTS

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FAMILY OF GOVERNMENTS

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 - Recourse on \$444 million of Repayment Claims
 - \$415 million cash
 - Debt limitation litigation to be paid ahead of the
 - Allowing Secured Claim Settlement

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FAMILY OF GOVERNMENTS

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INVESTMENT POOL BANKRUPTCY

COUNTY OF ORANGE

- SB 75
- Special District Property Tax
- City Sales Tax

INVESTMENT POOL BANKRUPTCY

COUNTY OF ORANGE

Further refine and estimate shortfall between likely revenue sources and allowed claims

- Refinement of sources and uses
- Complete County Account Pool Map
- Complete Vendor Pool Map

Complete comprehensive financial analysis of special districts, cities and transportation agency

- Cash flow and balance sheet analysis
- Assess availability of property tax allocation for potential re-allocation to the County
- Assess credit implications and impact to user fees of a re-allocation of revenues

Research legislative issues associated with re-allocation of sales and property taxes and appropriation of reserves

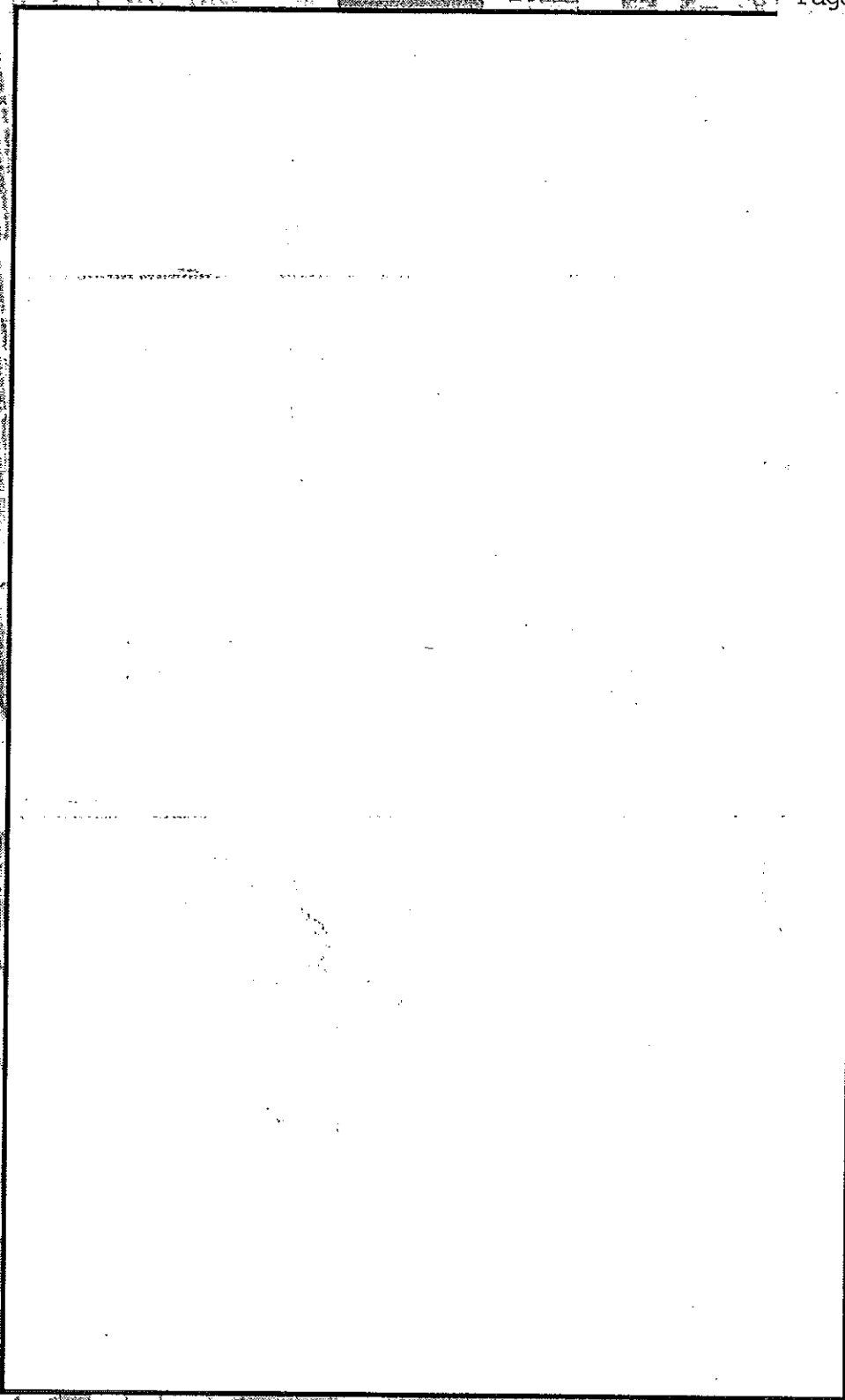
Further analyze existing lease obligations and asset lives

- Estimate borrowing capacity from restructuring of current lease obligations

Analyze County accounts to determine the nature of the shortfall and potential availability of reserves

- Finalize estimate of 1995-1996 TRANs needs and interfund borrowing capacity

LEAGUE OF CALIFORNIA CITIES



INVESTMENT POOL BANKRUPTCY

GOVERNMENT DEVELOPMENT BANK
OF CALIFORNIA
FOR THE PROMOTION OF ECONOMIC DEVELOPMENT
AND THE PROTECTION OF INVESTMENTS
IN CALIFORNIA

D. C. P. S.

U. C. S.

O. C. P. S.

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\$2 million in
source been filed

THE CALIFORNIA
INVESTMENT POOL BANKRUPTCY

INVESTMENT POOL BANKRUPTCY

FORM 11

INVESTMENT POOL BANKRUPTCY

INVESTMENT POOL BANKRUPTCY

OCIP APPROACH

- Outstanding Issues
- Bring Parties Together
- Comprehensive Approval by August 21

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TO: Library Board of Trustees

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

DATE: July 18, 1995

SUBJECT: **Library Services and Construction Act Title II Grant from the State Library of California for the District's Disabled Access Remodeling Project.**

BACKGROUND:

Following the Special Meeting of the Library Board on August 4, 1995, the Library Director talked with both Project Architect Allen Hibbs, AIA, Old Hickory Construction President Michael Gilliam, and City Public Works Director Chris Becker.

All parties have agreed to the Board's proposal to postpone awarding the bid for the Disabled Access Remodeling Project until more information is available to the District concerning its status with the Orange County Bankruptcy Recovery Plan.

RECOMMENDATION:

- Stack/Kob*
1. Recognize Old Hickory Construction as the low bidder for the District's Disabled Access Remodeling Project.
 2. Authorize the Library Director to send a letter to Old Hickory Construction stating the District's understanding that it is agreeable between both parties to extend the bid award date for ninety days, with an option to extend for an additional ninety days, in order to give the District time to determine the impact of the Orange County Bankruptcy Settlement process on the District's building fund and operating fund reserves. Also, that if Old Hickory Construction, at the end of either period, is unable to do the Project for the amount bid on July 12, 1995, that the District will release Old Hickory Construction from its bid without any prejudice whatsoever.

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *EM*
DATE: August 15, 1995
SUBJECT: Travel Authorizations

BACKGROUND:

A financial summary of the travel expense authorizations is Attachment A.

1. National Society of Fund Raising Executives (NSFRE), Los Angeles Chapter, Annual Fund Raising Day in L.A., Monday, September 11, 1995, The Biltmore Hotel, Los Angeles.

Summary of costs for NSFRE is Attachment B.

These registrations were paid on August 14, 1995, to take advantage of the early registration rate.

2. California Special Districts Association, Annual Conference, September 20-22, 1995, Waterfront Hilton Beach Resort, Huntington Beach.

Conference program information is Attachment C.

Summary of costs for NSFRE is Attachment D.

RECOMMENDATION

Approve travel expenses in the amount of \$1,360.00 as follows:

- | | |
|---|---|
| 1. National Society of Fund Raising Executives (NSFRE), Los Angeles Chapter, Annual Fund Raising Day in L.A., Monday, September 11, 1995, The Biltmore Hotel, Los Angeles, Stark, Shkoler, and Minter. | \$ 485.00 ^{1165.00} |
| 2. California Special Districts Association, Annual Conference, September 20-22, 1995, Waterfront Hilton Beach Resort, Huntington Beach, for 2 trustees and Minter. | 875.00 |

Summary of Travel Expense Authorization Requests
August 15, 1994



| | NSFRE | | CSDA | | TOTAL | FY95-96 Budget |
|--|--------|-----------|-----------|-----------|----------|-------------------|
| | Sep 11 | Sep 20-22 | Sep 20-22 | Sep 20-22 | | |
| 2700-00 | | | | | 0.00 | 0.00 |
| 2700-01 | | | | | 0.00 | 0.00 |
| 2700-02 | | | 275.00 | | 400.00 | 2,000.00 |
| 2700-03 | | | | | 0.00 | 750.00 |
| 2700-04 | | | 600.00 | | 960.00 | 500.00 |
| 2700-07 | | | | | 0.00 | 0.00 |
| 2700-08 | | | | | 0.00 | 2,750.00 |
| 2700-09 | | | | | 0.00 | 500.00 |
| Total Transportation/Travel - Meetings | 485.00 | 875.00 | 1,360.00 | | 0.00 | 200.00 |
| | | | | | 1,360.00 | 6,700.00 |



Travel Authorization
National Society of Fund Raising Executives, Los Angeles Chapter
Annual Fund Raising Workshop
September 11, 1995
Los Angeles, CA

| | Stark | Shkoler | Minter | TOTAL |
|----------------------|--------|---------|--------|--------|
| Registration | 160.00 | 160.00 | 125.00 | 445.00 |
| Conference Meals | 0.00 | 0.00 | 0.00 | 0.00 |
| Travel | 25.00 | 0.00 | 0.00 | 25.00 |
| Local Travel/Parking | 15.00 | 0.00 | 0.00 | 15.00 |
| Hotel | 0.00 | 0.00 | 0.00 | 0.00 |
| Per Diem Expenses | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL | 200.00 | 160.00 | 125.00 | 485.00 |

| Fund | 2700-03 Board/Loc | 2700-03 Board/Loc | 2700-01 Staff/Loc |
|------|----------------------|----------------------|----------------------|
|------|----------------------|----------------------|----------------------|

| | | | |
|------|----------------------|--------|--|
| Fund | 2700-03 Board/Loc | 360.00 | |
| | 2700-01 Staff/Loc | 125.00 | |
| | TOTAL | 485.00 | |

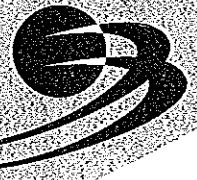


1995 CSDA CHAPTER HOST
INDEPENDENT SPECIAL DISTRICTS ASSOCIATION
OF ORANGE COUNTY

PREPARING DISTRICTS

SPECIAL DISTRICTS
Live Long and Prosper

FOR THE NEXT GENERATION



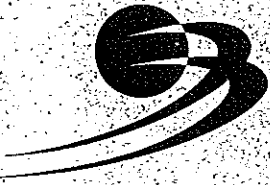
California Special Districts Association

26th Annual Conference

Waterfront Hilton Beach Resort

Huntington Beach

September 20 - 22, 1995



JOIN US ON OUR VOYAGE

as we chart the future course for California's special districts. This year's annual conference offers attendees a full range of educational opportunities and a little fun. A special presentation will be given by George Takei, Star Trek's Mr. Sulu. He will be joining us to pass on his experience as a special district policymaker.

This year's conference program was selected to provide informative sessions for the entire special district "crew" - from board members to administrative staff. Experts will be on hand to update and instruct participants on various issues which impact local government. This is one voyage special district representatives will want to take.

The 26th annual conference will be held at the beautiful Waterfront Hilton Beach Resort in Huntington Beach. This resort will offer participants and their guests enjoyable surroundings while obtaining vital information on special district management.

Two special events have been planned - a Wednesday evening luau and a Thursday morning fun walk/run.

Look over the conference program and "beam aboard" by registering today. CSDA's 1995 Annual Conference is one your district staff and board members will not want to miss!

Workshop B)

"Traveling warp speed on the information highway"
Computer communications for local government

Workshop C)

"District financing for the new frontier"
Bonds and other financing tools

2:15 pm - 3:15 pm Strategic Workshops - Session II

Workshop D)

"Hailing frequency open"
Public access, public records and the Brown Act

Workshop E)

"Exploring new life"
Investigating possible private and public partnerships

Workshop F)

"Keep your phasers set on stun"
Identifying and addressing sexual harassment in the workplace

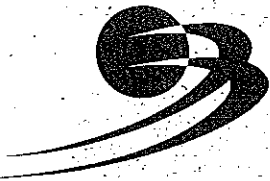
3:15 pm - 3:45 pm Refreshment Break

3:45 pm - 5:00 pm General Session Presentation

"Don't put all your ranking officers in one shuttlecraft"

Successful local government investment policies: The aftermath of the Orange County crisis

6:00 pm - 8:30 pm CSDA Luau (separate registration required see form)



Wednesday September 20, 1995

9:00 am Annual Conference Registration

11:30 am - 1:00 pm Luncheon and Keynote Presentation

Captain's Welcome: William Miller, CSDA President

Star Fleet's Welcome: Victor Leipzig, Mayor, Huntington Beach*

Keynote Presentation: Marian Bergeson*
Orange County Board of Supervisors

1:15 pm - 2:15 pm Strategic Workshops - Session I

Workshop A)

"Managing your crew"
Personnel issues from hiring to firing

*10:30 - pick up party
Registration*



Thursday September 21, 1995

7:00 am - 8:00 am CSDA Fun Walk/Run (separate registration see form)

8:00 am - 9:00 am Continental Breakfast

8:30 am - 9:15 am Annual SDWCA Membership Meeting

9:15 am - 10:15 am Annual SDRMA Membership Meeting

10:15 am - 11:00 am Annual CSDA Finance Corporation Membership Meeting

11:00 am - 12:00 pm CSDA Membership Meeting and Elections

12:00 pm - 1:30 pm Luncheon and Awards Presentation

workshop computers

Risk Management

man

Friday September 22, 1995

8:00 am - 9:00 am Continental Breakfast

9:00 am - 10:30 am General Session
Presentation

"The grass is always greener"
Update on the Endangered Species Act
Presenter: Assemblyman Keith Olberg

10:30 am - 12:00 pm General Session
Presentation

"Enemies are often invisible, like Klingons,
they can be cloaked"
The State Legislature and special districts
Presenter: CSDA Legislative Advocate
Ralph Heim
*invited

1:30 pm - 2:30 pm General Session
Presentation

"Non-interference is the prime directive"
Update on the California Constitutional
Revision Commission

2:30 pm - 3:30 pm Strategic Workshops -
Session III

"It is not logical but it is true"
Grand juries and special districts

"To boldly go where no one has gone
before"

Launching a proactive public relations
campaign in your district

"When your logic fails, trust a hunch"
Working relationships between staff and board

3:30 pm - 3:45 pm Refreshment Break

3:45 pm - 4:45 pm Strategic Workshops -
Session IV

"Even in our own world, sometimes we
are aliens"

Three perspectives on district government:
legal, legislative and management

"If it can't be fixed, just ask Scottie"
Special district responses to natural disasters

"Make it so"
Safety claims and effective risk management

6:00 pm - 7:00 pm Reception and
Exhibitor Prize Drawing

7:00 pm - 9:30 pm Annual Banquet and
Special Presentation:
George Takei - Star Trek's "Mr. Sulu"



Workshop G)

Workshop H)

Workshop I)

Workshop J)

Workshop K)

Workshop L)



Beam Me Up Scottie

How to Register

Register now for CSDA's Annual Conference by completing the registration form. Return it on or before September 11, 1995 to receive the early bird rate. All conference pre-registrations must be received by September 18. Send your payment to CSDA, 1121 L Street, Suite 508, Sacramento, CA 95814. Registration requested after September 18 will be subject to space availability.

Hotel Accommodations

The 1995 Annual Conference will be held at the beautiful Waterfront Hilton Beach Resort in Huntington Beach. The hotel has set aside a block of rooms for CSDA that are available on a first-come, first-served basis at a special rate of \$105 per night single occupancy. You may make reservations by calling the Waterfront Hilton at (714) 960-7873 or (800) 822-SURF, and identifying yourself as a CSDA conference delegate. The deadline for making hotel reservations is August 22, 1995. Reservations requested after August 22 will be accepted at the prevailing hotel rate on a space available basis.

Conference Cancellation Refund Policy

Cancellations on or before September 11, 1995 will receive a full refund less a \$25 processing fee. No refunds for cancellations after September 11, 1995. No shows will be responsible for unpaid registration fees. All cancellations must be submitted in writing.

Registration Fees

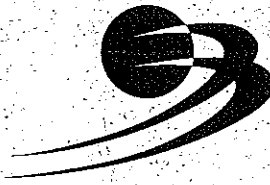
The registration fees include admittance to the 1995 program, including your choice of sessions from the strategic workshops offered, as well as a comprehensive conference materials binder. Also included are all continental breakfasts, breaks, luncheons, receptions, and the annual banquet. (Wednesday's Luau and Thursday's Fun Run/Walk are optional.) Please return your completed registration form and payment to CSDA according to the fee and schedule on the registration form.

Guests

Guests may join you for all meal functions provided a separate meal pass is purchased in advance. Your guest will be given a separate set of meal tickets and a name badge that must be worn at all functions.

Exhibitors and Sponsors

CSDA is once again proud to offer exhibit and sponsorship opportunities. For more information please call Belinda Bunac at the CSDA office (916) 442-7887.



Registration Form

Please check all appropriate boxes

On or before September 11, 1995

- CSDA Members: \$275
- Non-CSDA Members: \$325

After September 11, 1995

- CSDA Members: \$300
- Non-CSDA Members: \$350
- CSDA Fun Run/Walk (incl. t-shirt) \$10
- Wednesday Evening Luau \$40

Guests

- Conference Meal Pass \$150
- CSDA Fun Run/Walk (incl. t-shirt) \$10
- Wednesday Evening Luau \$40

Total Amount Enclosed: _____

Name _____

Title _____

District/Organization _____

Address _____

City _____ State _____ Zip _____

Phone (____) _____ Fax (____) _____

Guest Name _____

Charge Visa Mastercard Only

Print Account Name _____

Account # _____ Exp. Date _____

Authorized Signature _____

1995 CSDA Chapter Host Independent Special Districts of Orange County



California Special Districts Association

1121 L Street • #508 • Sacramento • California 95814

First Class Mail
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Permit No. 2472
Sacramento, CA

Elizabeth Minter
PLACENTIA LIBRARY DIST
411 E. CHAPMAN AVENUE
PLACENTIA CA 92670



Travel Authorization
California Special Districts Association
Annual Conference
September 20-22, 1995
Huntington Beach, CA

| | ↓ Trustee | Trustee | ↓ Minter | TOTAL |
|----------------------|---------------|---------------|---------------|---------------|
| Registration | 275.00 | 275.00 | 275.00 | 825.00 |
| Conference Meals | 0.00 | 0.00 | 0.00 | 0.00 |
| Travel/Mileage | 50.00 | 0.00 | 0.00 | 50.00 |
| Local Travel/Parking | 0.00 | 0.00 | 0.00 | 0.00 |
| Hotel | 0.00 | 0.00 | 0.00 | 0.00 |
| Per Diem Expenses | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL | 325.00 | 275.00 | 275.00 | 875.00 |

| | | | |
|------|----------------------|----------------------|----------------------|
| Fund | 2700-03 Board/Loc | 2700-03 Board/Loc | 2700-01 Staff/Loc |
|------|----------------------|----------------------|----------------------|

| | | |
|------|----------------------|---------------|
| Fund | 2700-03 Board/Loc | 600.00 |
| | 2700-01 Staff/Loc | 275.00 |
| | TOTAL | 875.00 |

325
 275

 600



TO: Elizabeth Minter, Library Director
 FROM: Suad Ammar, Principal Librarian ^{SA}
 DATE: August 15, 1995
 SUBJECT: Program Committee Report for the Month of July 1995.

| PLACENTIA LIBRARY DISTRICT | | |
|----------------------------|------------|-------------|
| PROGRAM STATISTICS | | |
| DEPARTMENT | JULY 95 | |
| | # PROGRAMS | # ATTENDEES |
| <i>ADULT SERVICES</i> | | |
| Class visits to Library | 1 | 38 |
| Placentia Pride | 1 | 12 |
| <i>CHILDREN'S SERVICES</i> | | |
| After School Specials | 0 | 0 |
| Class Visits to Library | 10 | 333 |
| Way Out Wednesday | 6 | 578 |
| Story Hours | 9 | 233 |
| <i>LITERACY SERVICES</i> | | |
| Tutor Training | 5 | 12 |
| Citizenship Exam | 1 | 4 |
| Families For Literacy | 4 | 85 |

TO: Elizabeth Minter, Library Director
 FROM: Kay Schneider, Librarian II Children's Department *KS*
 DATE: August 8, 1995
 SUBJECT: Children's Services Report

Circulation for the 1994/95 fiscal year - The staff of the children's department has been pleased to note that the percent of juvenile books checked out of the Library (when compared to the total print circulation) has been steadily increasing over the past four years. The percentages are:

| <u>Year</u> | <u>Percent of total print circulation that are juvenile materials</u> |
|-------------|---|
| 91/92 | 42.9% |
| 92/93 | 45.4% |
| 93/94 | 45.2% |
| 94/95 | 45.8% |

Summer Reading Program This summer's program is moving along very smoothly. There are 1,068 presently enrolled and 220 children have already completed and have received a certificate of recognition from the Library, a free meal from the Whole Enchilada restaurant, a hamburger from Carl's Jr. and are entered in a drawing for two free passes to Disneyland and a drawing for a \$50.00 savings bond donated by Wells Fargo Bank. Children who continue their reading after completion of the program are eligible to participate in weekly drawings for prizes donated by local businesses. We have had many positive comments from parents stating that the prizes and programs the Library has provided have really been great incentives for their children to keep reading this summer. The program was extended a week in anticipation of the Library being closed. This was to allow the children to have their full time to complete their reading program.

Way Out Wednesdays Special programs in July included *Paw Prints Matinee Theater* (the movie *Homeward Bound* and popcorn & drinks), *The Wonders of Wildlife* with live animals, *Paws for a Story* with storyteller Debra Weller, and an *Afternoon of Crafts*. These programs were enjoyed by 473 children. The Friends of the Library sponsored all of these events. The Wednesday programs have been very well received and we have all had a very good time. The only complaints we have had is that we run out of free passes each week and not everyone gets a chance to attend.

Paws for a Story - Summer Story Hours These twice weekly programs for children ages 3 - 6 continue to be a very visible and popular part of our service to children. Stories, songs, special activities and movies are part of the fun each week. There were nine sessions of story hour in July and were well attended by 233 children.

Group Visits - Six classrooms with 184 children visited the Library for stories and tours.

Volunteers - Our young volunteers are continuing to do an excellent job for us this summer. The task of operating the Summer Reading Program would be overwhelming without our nine great volunteers. They each donate from 20 to 2 hours weekly. I am going to ask them all if they could donate just a few hours a week to the Library after school reopens. They have all learned valuable skills and provide another pair of hands when needed.

In & Out Burger - The manager of this restaurant will be visiting the Children's department next week to explain a special reading promotion that they are offering from September 15 to December 15. This program would allow a child to get a bookmark stamped each time they read a book and make a visit to the Library. When their bookmark has five stamps they will get a hamburger, fries and a coke from the In & Out. They will be providing all of the bookmarks, rubber stamps and posters. Many of the other libraries in Orange County will be participating.

TO: Elizabeth Minter, Library Director
FROM: Cheryl Willauer, Library Assistant ^{cw}
DATE: August 11, 1995
SUBJECT: Publicity materials produced for July 1995

Information on the Placentia Library cable channel #53:

1. Placentia Library Literacy Services offering INS-approved citizenship examination.
2. Friends of the Library on-going Booksale.
3. Story Time for Children.
4. North Story Circle meeting featuring storytelling and workshops.
5. Literacy asking for volunteers to take the tutor training program.
6. "PAWS TO READ" Summer Reading Program.
7. Library Hours.
8. July quotes.
9. Placentia Library Trustees.

Newspaper articles published:

1. Hey, kids: If your mom doesn't allow snakes...
2. Check out libraries' new hours. (Orange County)
3. List of new Orange County Library schedule.
4. Upgrading card brings perks to patrons. (Orange County)
5. "Paws to Read" summer reading program at Placentia Library.
6. Was Free, now a fee. (Santa Ana Public Library)
7. Not just playin' possum. Way Out Wednesday program at Placentia Library..
8. Nothing up his sleeve. Way Out Wednesday program at Placentia Library.
9. Library subscribes to want-ad service.
10. Understanding Living Trusts.
11. Libraries: county or local control.
12. Library presents professional storyteller Debra Weller.
13. "PAWS TO READ" program offered at area library.
14. Orchid Species Society to meet at Library.
15. Children ages 5-8 can meet wild animals as part of the Placentia Library's "Paws to Read" program.
16. The Library is offering the INS-approved CASAS Basic Citizenship Skills Exam.

Placentia Library Newsletter:

Attached are the copies of the two pages published in the fall edition of the Placentia Quarterly.



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

The Register
Daily

JUL 12 1995

PLACENTIA 332

Hey, kids: If your mom doesn't allow snakes, ferrets or foxes in the house, here's your chance to meet and handle a few at the library. Wonders of Wildlife Inc. representative Cheryl Rendes will bring her furry, scaly and feathered friends to the children's section at 1 and 2:15 p.m. today. She'll tell you all about the wild creatures and allow some to be petted.

Children over age 5 who are signed up with the library's PAWS to Read program can pick up free tickets at 411 E. Chapman Ave. Call (714) 528-1906.

- Sharilyn Miller
(714) 704-3704

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The Register
Daily

JUL - 7 1995

**Check out
libraries'
new hours**

332
GOVERNMENT: A
compromise leaves
most branches open six
days, with services cut.

By **PAUL G. ZIELBAUER**
The Orange County Register

Most of Orange County's public library branches begin new six-day-a-week schedules today in a compromise move that reduces services but keeps individual libraries open longer.

The new schedule is the result of last month's last-minute compromise between library patrons and the Board of Supervisors, and replaces a plan that would have closed six of 27 Orange County library branches.

"Everybody seems to be delighted that we are extending those hours," library spokeswoman Helen Lotos said. "What everybody is apprehensive about is the level of service."

Lotos said patrons may find longer lines at checkout counters and unstaffed reference desks. Also, some fines and fees have increased.

Seventeen branches are open six days a week, and five — Brea, Laguna Beach, Stanton, Los Alamitos and Seal Beach-Mary Wilson — are open five days weekly. Three others — La Palma, Silverado and Villa Park — remain open four days a week, but with different days closed.

The new schedule bodes well for smaller libraries, such as Villa Park, which had been targeted for closure. Two branches — Chapman and West Garden Grove — had hours reduced to two days a week from four.

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The Register
Daily JUL - 7 1995

NEW COUNTY LIBRARY SCHEDULE

Most county library branches will have increased hours under a schedule that begins today. Story on Metro, Page 1.

| CITY | MON. | TUES. | WED. | THURS. | FRI. | SAT. |
|---|--------|--------|--------|--------|------|------|
| Brea 1 Civic Center | noon-9 | noon-9 | noon-9 | 10-6 | clsd | 10-5 |
| Costa Mesa 1855 Park Ave. | 10-9 | 10-9 | 10-9 | 10-6 | 10-5 | 10-5 |
| Costa Mesa, Mesa Verde 2969 Mesa Verde Drive | 10-9 | 10-9 | 10-9 | 10-6 | 10-5 | 10-5 |
| Cypress 5331 Orange Ave. | 10-9 | 10-9 | 10-9 | 10-6 | 10-5 | 10-5 |
| Dana Point, Dana Niguel 33841 Niguel Road | 10-9 | 10-9 | 10-9 | 10-6 | 10-5 | 10-5 |
| Fountain Valley 17635 Los Alamos St. | 10-9 | 10-9 | 10-9 | 10-9 | 10-5 | 10-5 |
| Garden Grove, Chapman 9182 Chapman Ave. | clsd | noon-9 | clsd | 10-6 | clsd | clsd |
| Garden Grove, Regional 11200 Stanford Ave. | 10-9 | 10-9 | 10-9 | 10-9 | 10-5 | 10-5 |
| Garden Grove, West 11962 Bailey St. | noon-9 | clsd | 10-6 | clsd | clsd | clsd |
| Irvine, Heritage Park 14361 Yale Ave. | 10-9 | 10-9 | 10-9 | 10-9 | 10-5 | 10-5 |
| Irvine, University Park 1512 Sandburg Way | 10-9 | 10-9 | 10-9 | 10-9 | 10-5 | 10-5 |
| Lake Forest, El Toro 24672 Raymond Way | 10-9 | 10-9 | 10-9 | 10-9 | 10-5 | 10-5 |
| Laguna Beach 163 Glenneyre St. | noon-9 | noon-9 | noon-9 | 10-6 | clsd | 10-5 |

| | | | | | | |
|---|--------|--------|--------|--------|------|------|
| Laguna Niguel 30341 Crown Valley Pkwy. | 10-9 | 10-9 | 10-9 | 10-6 | 10-5 | |
| La Habra 221 E. La Habra Blvd. | 10-9 | 10-9 | 10-9 | 10-6 | 10-5 | |
| La Palma 7842 Walker St. | clsd | 10-6 | noon-9 | 10-6 | clsd | |
| Misión Viejo 24851 Chrisanta Drive | 10-9 | 10-9 | 10-9 | 10-9 | 10-5 | 10-5 |
| Rancho Santa Margarita 30902 La Promesa | 10-9 | 10-9 | 10-9 | 10-9 | 10-5 | 10-5 |
| San Clemente 242 Avenida del Mar | 10-9 | 10-9 | 10-9 | 10-6 | 10-5 | 10-5 |
| San Juan Capistrano 31495 El Camino Real | 10-9 | 10-9 | 10-9 | 10-9 | 10-5 | 10-5 |
| Los Alamitos/Rossmoor 12700 Montecito Road | noon-9 | noon-9 | noon-9 | 10-6 | clsd | 10-5 |
| Seal Beach, Mary Wilson 707 Electric Ave. | noon-9 | noon-9 | noon-9 | 10-6 | clsd | 10-5 |
| Silverado 28192 Silverado Canyon | noon-8 | 1-6 | noon-8 | clsd | clsd | 10-5 |
| Stanton 7850 Katella Ave. | noon-9 | clsd | noon-9 | noon-9 | 10-5 | 10-5 |
| Tustin 345 E. Main St. | 10-9 | 10-9 | 10-9 | 10-9 | 10-5 | 10-5 |
| Villa Park 17865 Santiago Blvd. | 1-5 | 1-8 | clsd | 1-8 | clsd | 10-5 |
| Westminster 8180 13th St. | 10-9 | 10-9 | 10-9 | 10-9 | 10-5 | 10-5 |

Source: The Orange County Register

The Register

Daily

JUL 25 1995

Upgrading card brings perks to patrons

BENEFITS: For \$25, card holders get discounts, VIP treatment and can check out lots of books.

By ANN PEPPER

The Orange County Register

For \$25, you can turn your Orange County Public Library card from white to gold and pick up some perks.

The Gold Card is one of the first schemes by the county library to augment its pinched \$20 million annual budget.

Purchasers of the card get no

extra library privileges — just a feeling of generosity for having helped out their public library by paying for something they'd otherwise get for free. But they do get some nonlibrary benefits:

At Planet Hollywood at South Coast Plaza, card holders will be whisked past the waiting line to the next available table.

Borders Books and Music in Mission Viejo will give a 15 percent discount on most of its books, music, food and novelty items to anyone who flashes a Gold Card.

Coffee, Tea and Mystery in Westminster, The Green Door bookstore in San Juan Capistrano and Mystery Ink in Laguna

Beach also are among the businesses that have signed on to offer discounts to help boost the county library.

Gold Card holders also get a newsletter with updates on library events and businesses offering discounts, plus advance notice of author receptions and other events.

Of course, they can use the card to check out books.

Money raised via the tax-deductible \$25 donations will be used to buy books.

"If only 1 percent of our active library users were to purchase a library Gold Card it would mean ... \$175,000 raised toward buying books," County Librarian John

Adams said.

About 100 Gold Cards have been sold since the program began May 3. Adelaide Smith of Westminster bought the first one.

"It makes you feel good," said Smith, a retired senior product specialist. "When you figure what \$25 can buy, whether it's a magazine subscription, a couple of best sellers or something for the children's section, it's well worth it."

Applications are available at county branch libraries, or by calling Cheryl Pruett at (714) 566-3060. Pruett also wants to speak with businesspeople interested in participating.

pacific clippings

post office box 11789
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Los Angeles Times
OC Edition

Daily

AUG - 3 1995

■ Paws to Read (Placentia Library, 411 E. Chapman Ave., Placentia, [714] 528-1906). Registration continues for the library's summer reading program for children preschool through 8th grade. Youngsters earn prizes and opportunities to participate in special activities, for reading books and visiting the library each week. Call for more details.

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post office box 11789
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The Register
Daily

JUL 4 5 1996

NEWS FOCUS

WAS FREE, NOW A FEE

³³²
LIBRARIES: Some out-of-towners must pay to be local patrons.

By ANN PEPPER
The Orange County Register

"Hard Times" means more than just another fat Dickens novel to beleaguered librarians these days — and it could mean harder times for nonresident library patrons.

The Huntington Beach and Santa Ana libraries, for example, have begun charging nonresidents for city library cards.

Just this month, Santa Ana started charging out-of-towners \$45 for a library card.

It was that or shrivel services to city residents whose taxes directly support their municipal library, said Rob Richard, Santa Ana's library director since 1986.

Newport Beach's library board and City Council held a joint study session Monday night to consider a nonresident fee of about \$50, but decided to postpone a decision until a survey of nonresidents could be done.

Please see **LIBRARIES** Page 2



REVENUE HUNT: Santa Ana Library Director Rob Richard was looking at a \$247,000 budget reduction, so he began a program to charge nonresidents \$45 a year for a library card. About 35,000 nonresidents hold Santa Ana cards, but he expects a small percentage to pay the fee.

DANIEL A. ANDERSON/
The Register

LIBRARIES: In some cities, out-of-towners will pay fees

FROM THE FEES would help support the cost of serving nonresidents who want to use libraries near their jobs and businesses, as well as the recent influx of patrons from the cash-strapped Orange County Public Library. The county system has had to cut back hours as its budget has shrunk.

Until this month, of 101,000 card-carrying Santa Ana Public Library patrons, 35,000 — more than one-third — lived elsewhere, Richard said.

That was OK until the library lost \$500,000 from its budget in the past two years. Less money meant reducing staff and services, so the city decided to concentrate the library's resources on serving the local community — especially youth.

What we're trying to do (with the fee) is reduce our costs for serving nonresidents — from labor on checking out books to answering reference questions," Richard said. "Any money we raise from this cost-recovery fee is incidental."

In late June, the Santa Ana library sent letters to its 35,000 nonresident patrons, notifying them their cards would expire July 1. So far, 40 have purchased

new cards. Ten people have called or written with serious complaints about the fee.

One La Habra resident noted that he makes major purchases in Santa Ana, helping support the library with sales taxes, Richard said.

"Unfortunately, ... he'd have to buy \$140,000 worth of goods here annually (to generate enough library revenue) to equal the \$45 fee," Richard said.

Statewide, library use continues to rise, while library budgets, staffing and hours fall.

California ranks last among the 50 states in the number of hours libraries are open for public use, a state library consultant said.

County library systems have been among the hardest hit — as the state shifted funding away from them to schools. Since 1992-93, the Orange County Public Library System, with 27 branches scattered around the county, has watched its annual budget drop to \$20 million from \$27 million.

Besides Huntington Beach, Santa Ana and Newport Beach, six other county cities use their own tax dollars to maintain municipal libraries: Anaheim, Buena Park, Fullerton, Orange, Placentia and Yorba Linda.

They've felt the budget pinch as well. In recent years, many municipal libraries lost funding to their city's public-safety departments.

In 1993, when county libraries lost their Special District Augmentation Funds to schools, county branch libraries cut staff and hours. County patrons looking for an open library with better services switched to a nearby city library.

Charging for library cards can cause hard feelings — which is why Newport Beach's library board will recommend the City Council avoid imposing a fee on nonresidents — at least for now, said La Donna Kienitz, community services director/city librarian.

"Forty-five percent of our users are nonresidents, so this is always an issue," Kienitz said. "Our board is very interested in providing library services to residents who pay for it. But the business community, which includes many people who do not live here, expects to use the library. And its businesses are also very important to the city."

Additionally, Newport Beach's library gets about \$310,000 in annual income through a state program that reimburses libraries the difference between the cost of serving out-of-towners and the cost other cities incur serving Newport Beach residents. Geographic technicalities prevent Santa Ana from recovering its costs in the same fashion.

To maintain service for the business community and to keep the state reimbursement, it's worth it for Newport Beach's library to skip the nonresident

card fee and find other ways to boost its \$3.98 million budget, Kienitz said.

Huntington Beach is charging nonresidents \$20 for library cards in October 1994.

The city imposed the fee after learning that 40 percent of the library were nonresidents.

This year, enough out-of-towners are expected to buy cards to raise \$95,000 — \$57,000 which will buy books, said Hayden, library services director. More importantly, circulation has dropped 20 percent.

Hayden's goal isn't to chase library patrons. But he believes circulation dropped because fewer nonresidents are using the library, and like Santa Ana's Richard, his first priority is to stretch library resources on the local community.

"We have to consider the people directly paying for the library first," Hayden said. "It's not to be biased, but this is one of the finest libraries in the area. To pay \$20 is nothing for you get here, and we don't feel particularly guilty about it."

Not every municipal library is hurting enough to start charging nonresidents for a card.

William Griffith, director of the Anaheim Public Library since 1957, said only about 9 percent of those who use his library are from out of town.

"We're very busy — 750 people were in our library last year — and at this point you have to be careful how cocky you get, but we're doing pretty well," Griffith said. "Another \$100,000 for books and I'd be a happy man."

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Placentia News
Weekly JUL 20 1995

332
NOT JUST PLAYIN' POSSUM



Cheryl Rendes, a Wonders of Wildlife ranger, shows kids enrolled in Placentia Library's Paws to Read program a variety of animals, including a rabbit, above, and an opossum, right.

Robert Walchli/Placentia News-Times



Placentia News
Weekly JUL 1988

Nothing up his sleeve ...

332
'Jahnathon the Juggler'
kicks off the library's
summer reading project:
Way Out Wednesdays.

By Sharilyn Miller
Placentia News-Times

The secret to entertaining an audience of 120 squirming youngsters is simple — if you're a master juggler like Jahnathon Whitfield.

First, dazzle them with special effects, tricks of the eye and sleight-of-hand movements. Do it with brightly colored scarves, rubber balls, rings and batons. Most important: Share your secrets afterward.

"Magicians have a trade agreement not to share their secrets with anyone," he told his young audience last week while performing at the Placentia Library. "But I'm going to share my secrets with you because it's more fun that way."

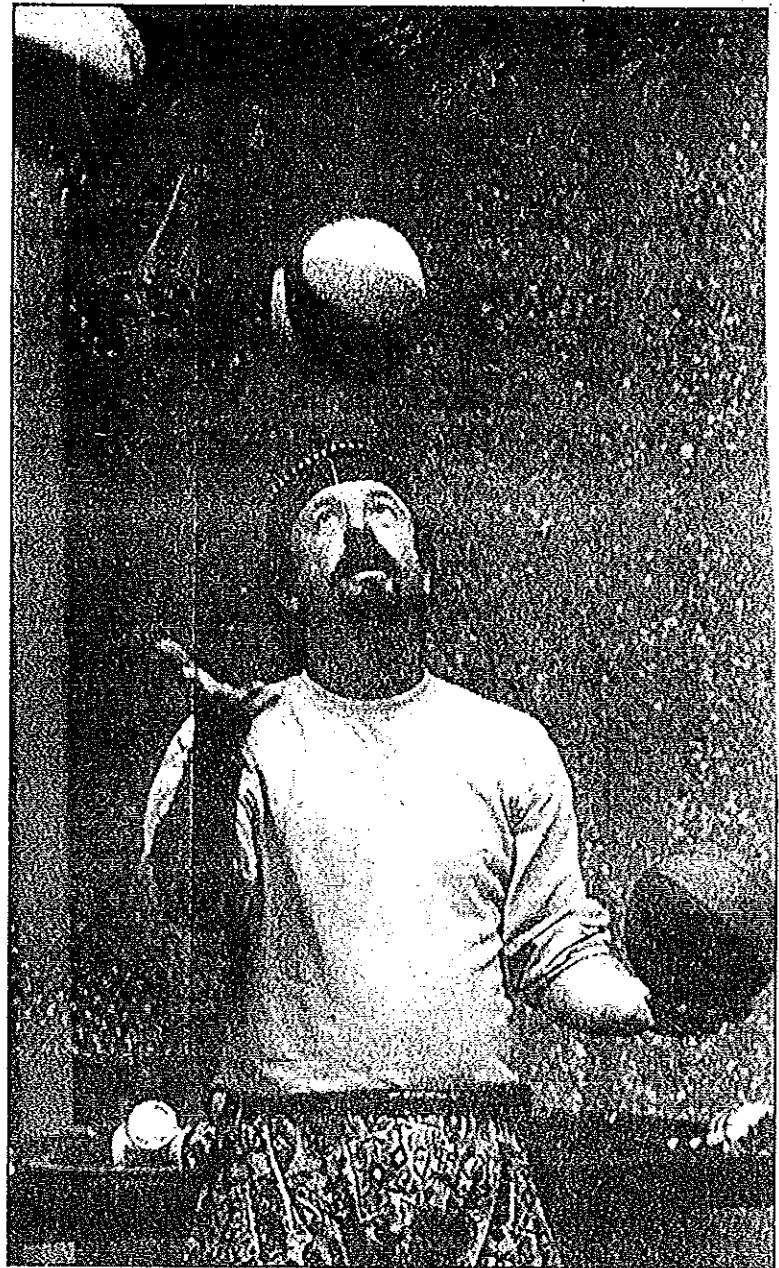
Dressed in long, flowing pants and a mustard-yellow T-shirt, Whitfield, who prefers "Jahnathon the Juggler," sported an ethnic appearance that was echoed in his performance. He started with simple exercises then moved to balancing tricks and games.

Whitfield's act kicked off the library's summer reading project, Way Out Wednesdays, affiliated with the Paws to Read program. Meeting from 1 to 2 p.m. July 12, 19 and 26, WOWednesdays will feature crafts, animals and storytelling. The free program is designed for children ages 5-13.

The 38-year-old juggler from Modjeska Canyon incorporated ancient Chinese juggling acts in his performance, interspersing each act with a dialogue about his art.

"It looks easier than it is," he said. "But anyone can learn with enough practice."

Whitfield demonstrated his techniques by juggling colored scarves in different patterns: the cascade, the column and the common circle. He added more scarves, increasing the difficulty



Stan Bird/Placentia News-Times

'Jahnathon the Juggler' kicked off Placentia Library's summer reading project, Way Out Wednesdays, affiliated with the Paws to Read program.

and illustrating that with exaggerated facial expressions.

The children shrieked with delight as he fought to keep all four scarves floating in the air at once.

"The secret is timing," he explained afterward.

Children's librarian Kay Schneider told the kids they could learn more about Whitfield and his juggling by checking out

"Juggler," written by Caroline Arnold. Featuring black and white photographs of Whitfield, the book chronicles his visits to schools, libraries, shopping centers, renaissance fairs and workshops. He never competes. He said teaching and performing is more fun.

For information on Paws to Read or WOW, call the library at (714) 528-1906.

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post office box 11789
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Placentia News
Weekly
JUL 27 1995

**Library subscribes
to want-ad service**

337
The Placentia Library now subscribes to a service that compiles the "help wanted" ads from 64 cities, publishes the ads on microfiche, and delivers the ads weekly to the library.

To view the microfiche, ask at the library's reference desk for Help Wanted USA. The library is at 411 E. Chapman Ave. Hours are: noon to 8 p.m. Monday-Wednesday; 10 a.m. to 6 p.m. Thursday; Friday closed; 10 a.m. to 6 p.m. Saturday; and 1 to 5 p.m. Sunday.

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Los Angeles Times
OC Edition
Daily
JUL 27 1995

3
■ **Oak Canyon Nature Center** (6700 E. Walnut Canyon Road, Anaheim Hills, [714] 998-8380). Daily, 9 a.m. to 5 p.m. Family nature center with hands-on animal and science exhibits, a video and book library, live animal and insect displays, a discovery corner with a puppet theater, hiking trails, a bird-watching deck, maps and much more. **FREE**

3
■ **Paws to Read** (Placentia Library, 411 E. Chapman Ave., Placentia, [714] 528-1906). Registration continues for the library's summer reading program for children preschool through 8th grade. Youngsters earn prizes and opportunities to participate in special activities, for reading books and visiting the library each week. Call for more details.

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Los Angeles Times
OC Edition
Daily
JUL 31 1995

TUESDAY
AUG. 337



**KEYNOTE
SPEAKER**

Roland Holmes, with Californians for Economic and Educational Opportunities and co-author of the Pro Affirmative Action Ballot Initiative, will be one of the speakers discussing "Affirmative Action—Fairness or Favoritism?" at the breakfast meeting of the Newport Foundation. It begins at 7:30 a.m. at the Balboa Bay Club in Newport Beach. Cost is \$20 for members and \$28 for non-members. For reservations, call Petra Gallagher at (714) 675-3228.

■ **What to Do If You Suspect Fraud**

Speaker: William L. Overtoom, deputy district attorney, Orange County district attorney's office
Sponsor/Group: Certified Fraud Examiners, Orange County chapter
Where: Chanteclair Restaurant, 18912 MacArthur Blvd., Irvine
Time: 11:45 a.m., luncheon
Admission: \$16
Information/Reservations: Janet, (714) 261-1120

■ **Marketing Fundamentals for Small Business**

Sponsor/Group: Service Corps of Retired Executives
Where: National University, 8 Executive Circle, Irvine
Time: 12:30 to 3 p.m.
Admission: \$15
Information/Reservations: (714) 550-7369

■ **Preventing Malpractice in Family Law**

Sponsor/Group: Orange County Bar Assn. Family Law Section
Where: Orange County Superior Court, Dept. 1, 700 Civic Center Drive West, Santa Ana
Time: 6 to 8:15 p.m.
Admission: \$45 for members; \$55 for non-members
Information/Reservations: (714) 541-6222

■ **Understanding Living Trusts**

Sponsor/Group: Attorney Scott A. Bourdelais
Where: Placentia Library, 411 E. Chapman Ave., Placentia
Time: 7 p.m.
Admission: Free
Information/Reservations: (714) 541-9569

■ **Protecting Your Business: Should You Incorporate?**

Sponsor/Group: Graham & James
Where: 4675 MacArthur Court, Suite 800, Newport Beach
Time: Noon to 2 p.m.
Admission: Free
Information/Reservations: Kathy Sullivan, (714) 752-0550

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Irvine Citizen
Weekly JUL 20 1995

Libraries: county or local control?

By MICHAEL V. COPELAND
The Irvine Citizen

332

Would Irvine's two libraries be better served if they're controlled by the city?

That is a question that Councilmember Paula Werner and her colleagues want answered.

"It is an issue of what is best for Irvine," Werner said. "We want some specific answers to what would be the most cost-effective and best way to run our libraries."

Werner's aide, Chris Smiley, is ferretting out the answers to those questions. Smiley has visited the city-run libraries

Newport Beach, Huntington Beach, Pasadena and Palm Springs to compile information on how these oft-praised library systems are run.

She expects to have her report ready for the City Council in the next two months.

County Librarian John Adams said he thinks he knows what Smiley will find.

"I believe they will reach the conclusion that for the same amount of dollars, as part of the county system they will get better services and access to more books," Adams said. "I do applaud them for looking into what is best

"I want to know, 'Are we getting back enough in services relative to what we are paying?' I don't know yet what the true costs are for the true level of services."

PAULA WERNER
Councilmember

for their city. It certainly seems a reasonable thing for them to do."

The county is looking into its own system, Adams said. A report is expected in six months discussing how the county libraries might become more efficient.

Among other things, the report will investigate alternatives such as turning libraries over to cities, and sharing operational responsibilities with the 22 cities that have branch libraries.

Adams said he isn't sure what the report will conclude but expects some re-tooling of the county system.

"I think it's pretty unlikely it will ex-

ist as it does today," Adams said.

That is something Werner would welcome.

"Over the last several years we have been getting what I consider poorer and poorer services," Werner said. "For a city our size to have the library facilities and services we do, it's really a sad state of affairs."

The county library system took a severe financial hit when the state shifted property taxes away from libraries to fund schools.

The cuts reduced library hours and severely limited book and materials buying. The financial state of the county may only worsen the problem.

The decline has prompted Mission Viejo to redouble its efforts to take over its one library, said Mission Viejo Mayor Pro-Tem Sherri Butterfield.

Butterfield has been fighting for the last nine years to get her city a new library because, she believes, local control of libraries is the only way to go.

"It's been clear for several years that library budgets will continue to dwindle," Butterfield said. "For the past 10 to 12 years we had always been a donor

Please see LIBRARY Page 4

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The Register

Daily JUL 19 1995

Library

FROM 1

city — we were giving a lot more in taxes than what we were receiving in terms of our building and its collection. It became clear that we simply needed to withdraw."

Butterfield hopes the Board of Supervisors will consider Mission Viejo's withdrawal from the county system soon. She said she expects Mission Viejo will be running its own library in 1996, and raising money for the construction of a new library.

"Our idea would be to run our library with no additional taxes beyond what is already being paid to libraries," Butterfield said.

She said she thinks the city can do a better job than the county with the tax money that is available.

In Irvine, residents generate \$2.8 million in taxes earmarked for the library system — about \$22 per person. According to the county, running the Heritage Park and University Park libraries costs about \$3.2 million.

The question becomes: Can Irvine take that \$2.8 million and provide its residents with better services than the county?

The report being prepared by Werner's aide is expected to answer that question.

"I want to know, 'Are we getting back enough in services relative to what we are paying?'" Werner said. "I don't know yet what the true costs are for the true level of services."

County Librarian Adams said in the 1994-95 fiscal year Irvine received in services about what

it contributed in tax money.

Smiley said her preliminary results show the opposite — that Irvine pays more to the system than it gets in library services.

That was the conclusion Mission Viejo came to after it received the results of an independent study examining the costs associated with its library.

"We were told that we paid \$1 million in taxes for \$500,000 in delivered services," Butterfield said.

The county, Butterfield said, claimed Mission Viejo received \$1 million in services for its \$1 million.

"I think the truth probably lies somewhere in between," Butterfield said.

Still, it is that inequity Butterfield said which has prompted Mission Viejo to withdraw from the county system.

"I feel the amount we pay should be in proportion to the services we receive," Butterfield said.

Adams said Irvine is getting what it pays for, and if it strikes out on its own it will only get less.

"What could happen if they withdraw from the county system is they would need to either increase the amount of city dollars that go into library services — taking away from other things — or they would have to reduce the number of books they have on the shelf."

Mission Viejo isn't buying it. Butterfield thinks Irvine ought to forge out on its own as well.

"We're all sitting on the Titanic and they've just moved the deck chairs to the sunny side of the ship, but I think the ship is still sinking," Butterfield said. "Get off the boat altogether."

PLACENTIA 332

The library presents professional storyteller Debra Weller for an afternoon of stories, guitar and spoon playing from 1 to 2 p.m. today. Children ages 5 to 13 are encouraged to enroll in the library's PAWS to Read program so they can attend the free Way Out Wednesday events, such as Weller's presentation, as well as craft-making sessions July 26 at 1, 2 and 3 p.m. For information, call children's Librarian Kay Schneider at (714) 528-1906.

— Sharilyn Miller/(714) 704-3704

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The Register

Daily

JUL 18 1995

PLACENTIA 332

Is Placentia's new athletic park to be named the Placentia Champions Sports Complex or the Placentia Legends Sports Complex? Come to the City Council meeting tonight at 7:30 p.m. at 401 E. Chapman Ave. to find out. The Recreation and Parks Commission has discussed naming the new park site for years, deciding after much debate to use a generic name rather than naming it after a prominent citizen or nearby streets. For information, call (714) 993-8231.

— Sharilyn Miller
(714) 704-3704

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Los Angeles Times
OC Edition
Daily JUL 15 1995

**Orchid Species Society of Southern
California: Second Sunday. Monthly**
at 2 p.m. at Placentia Library, 411
E. Chapman Ave., Placentia.

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Placentia News
Weekly JUL 13 1995

**Library subscribes
to want-ad service**

³³²
The Placentia Library now subscribes to a service that compiles the "help wanted" ads from 64 cities, publishes the ads on microfiche, and delivers the ads weekly to the library.

The ads are complete and unedited, providing full-time job opportunities for experienced or entry-level, white and blue collar

positions. Cities include Atlanta, Ga.; San Francisco and San Diego; St. Louis, Mo.; Boston, Mass.; and Dallas and Houston, Texas, to name a few.

To view the microfiche, ask at the library's reference desk for Help Wanted USA. The library is at 411 E. Chapman Ave. Hours are: noon to 8 p.m. Monday-Wednesday; 10 a.m. to 6 p.m. Thursday; Friday closed; 10 a.m. to 6 p.m. Saturday; and 1 to 5 p.m. Sunday.

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The Register
Daily JUL - 7 1995

PLACENTIA 332

Children ages 5-8 can meet wild animals as part of the Placentia Library's Paws to Read program. A representative from Wonders of Wildlife Educational Programs will bring some small live animals to the library to teach youngsters about wildlife. After the demonstration, the librarian will direct children to wildlife and animal books available to check out. The event is free, but participants must sign up for the Paws to Read program. Call (714) 528-1906 for more information.

- Karen R. Jones/(714) 704-3705

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The Register
Daily JUL 8 1 1995

PLACENTIA 332

The library is offering the INS-approved CASAS Basic Citizenship Skills Exam at 8:30 a.m. Saturday in the meeting room at 411 E. Chapman Ave. To take the test, you must be eligible to apply for U.S. citizenship within the next year, have studied U.S. history and government, and read and write in English at an intermediate level. The test is given only in English. Cost: \$26. The library offers the exam again Aug. 28, Sept. 23 and Oct. 21. Call (714) 524-8408.

- Sharilyn Miller
(714) 704-3704

PLACENTIA LIBRARY DISTRICT NEWSLETTER

PROGRAMS FOR CHILDREN Pre-School Story Hours A Walk Through the Jungle

Ages 3-6

Monday, 1:00 - 1:45 P.M.

and

Thursday, 10:30 - 11:15 A.M.



Children enjoy stories, crafts, puppets, flannel boards, movies and lots of fun.

October 2 through December 7

No registration required.

After School Specials

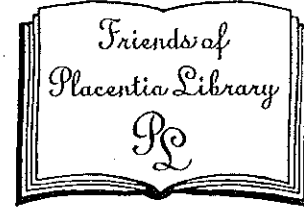
Stories, crafts and games

Ages 7-12

Wednesday, 3:30 to 4:30 P.M.

October 25 and ending December 6

Registration required.



SEMI ANNUAL SUPER USED BOOK SALE

November 2 Members Only

November 3 Closed




November 4 Everyone Welcome

November 5 Buck A Bag

Library Meeting Room

Check with the Library for specific hours.

Memberships will be on sale at the door.

-  Donations of used books, records and tapes are now being accepted.
-  Volunteers are needed to help sort and price the material for the sale.
-  For information please call the Library at 528-1906.

9th Annual Camp Library

In observance of Children's Book Week, a National Celebration to encourage children's enjoyment of reading, the Placentia Library Children's Department will host the Ninth Annual Camp Library.



Children, ages four to twelve accompanied by a parent, will spend a whole night in the Library on November 17, 1995 from 7:30 P.M. - 7:30 A.M.

The event will begin with special entertainment. Games, a scavenger hunt, crafts, movies and lots of food and fun will be enjoyed by the families all evening. Campsite songs and stories will

round out this annual family event.

Bring your sleeping bag, pillow and favorite teddy bear and come prepared to have a great night in the Library. Registration begins on October 28th and is limited to the first 50 children at a cost of \$3.00 per person. Continental breakfast is included!

Camp Library is sponsored by The Friends of the Placentia Library

EL Dorado Drama Class

Students from El Dorado High School, under the direction of Gai Jones, will present a play especially for children.

Tuesday, November 2

7:00 P.M.

Library Meeting Room

Come early, space is limited. For more information please call the Children's Department at 528-1906.

PLACENTIA LIBRARY DISTRICT

Reference Services, Reserves & Telephone Renewals
528-1906

HOURS

Monday - Wednesday 12:00 NOON - 8:00 P.M.
 Thursday 10:00 A.M. - 6:00 P.M.
 Friday CLOSED
 Saturday 10:00 A.M. - 6:00 P.M.
 Sunday 1:00 - 5:00 P.M.

SEPTEMBER is "Every Child a Library Card Month"

Every child getting a new Library card in September will receive a free pencil from the Children's Department.



INFORMATION ACCESS

Placentia Library patrons will be able to use "Information Access," an online magazine service starting in November. This service will provide access to 400 general interest titles, 285 of which will be FULL TEXT. The Information Access will be available on all the public computer catalogs. Full image and full editorial content will be provided via the InfoTrac Articles Print Station.

The Health ASAP database includes 101 medical magazines and journals that will provide the most up-to-date information on medical subjects and practices. The Business ASAP database covers more than 300 business magazines and journals providing the most recent information about economy, finance, marketing, management, consumer affairs, accounting, company information, etc. The coverage is both national and international in scope.

The Information Access will strongly supplement the book and magazine collections in a time when these collections will be suffering painfully as a result of the budget cuts.

COME CHECK US OUT

✓ The Placentia Library's video tapes, audio tapes, compact discs and CD-ROM software are FREE of charge for check-out.

DO-IT-YOURSELF RESERVES

✓ An exciting feature of the Library's online circulation system allows patrons to place their own reserves on library materials that are not available at that time. You are notified by mail when the reserve item is available and a small fee of \$.50 per item is collected when the reserve item is picked up at the check-out desk.

RESEARCH TIME

The Library has special collections and reference tools to aid students in their research. The Social Issues Research Series (SIRS); World Book Encyclopedia; Los Angeles Times and Orange County Register are available on CD-ROM for quick and up-to-date information.

The Adult and Children's Reference Librarians work closely with teachers and encourage them to alert the Library about major assignments. In this way materials are put aside on special temporary reserve. This helps to ensure that materials will be available when needed by students to complete their homework.

Placentia's professional staff is always prepared to guide students with their research and help them with reference tools and equipment.

Pajama Story Time

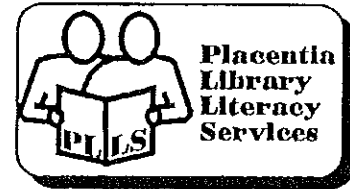
Children ages 3-6

Younger children may attend with a parent.

Mondays, October 2, 9, 23 & 30

6:30 - 7:15 P.M.

Presented by student interns enrolled in the Department of Child Development at California State University Fullerton as part of the Gordon and Dixie Shaw Trust



Did you know it is estimated that one-fifth to one-third of adult Americans need to improve their reading and writing skills? In Orange County, over 270,000 adults are considered candidates for literacy instruction.

HELP CHANGE A LIFE!

- 📖 If you know someone who needs to improve their basic literacy skills, tell them they can find free help at Placentia Library.
- 📖 If you can read, write and speak English, and can meet two hours weekly with an adult learner, consider becoming a volunteer tutor.

LITERACY TUTOR TRAINING

Placentia Library Literacy Services will offer a 15 hour training class for prospective tutors this fall.

The class will meet on Tuesday evenings from 6:00 to 9:00 P.M. beginning September 26 and concluding October 24.

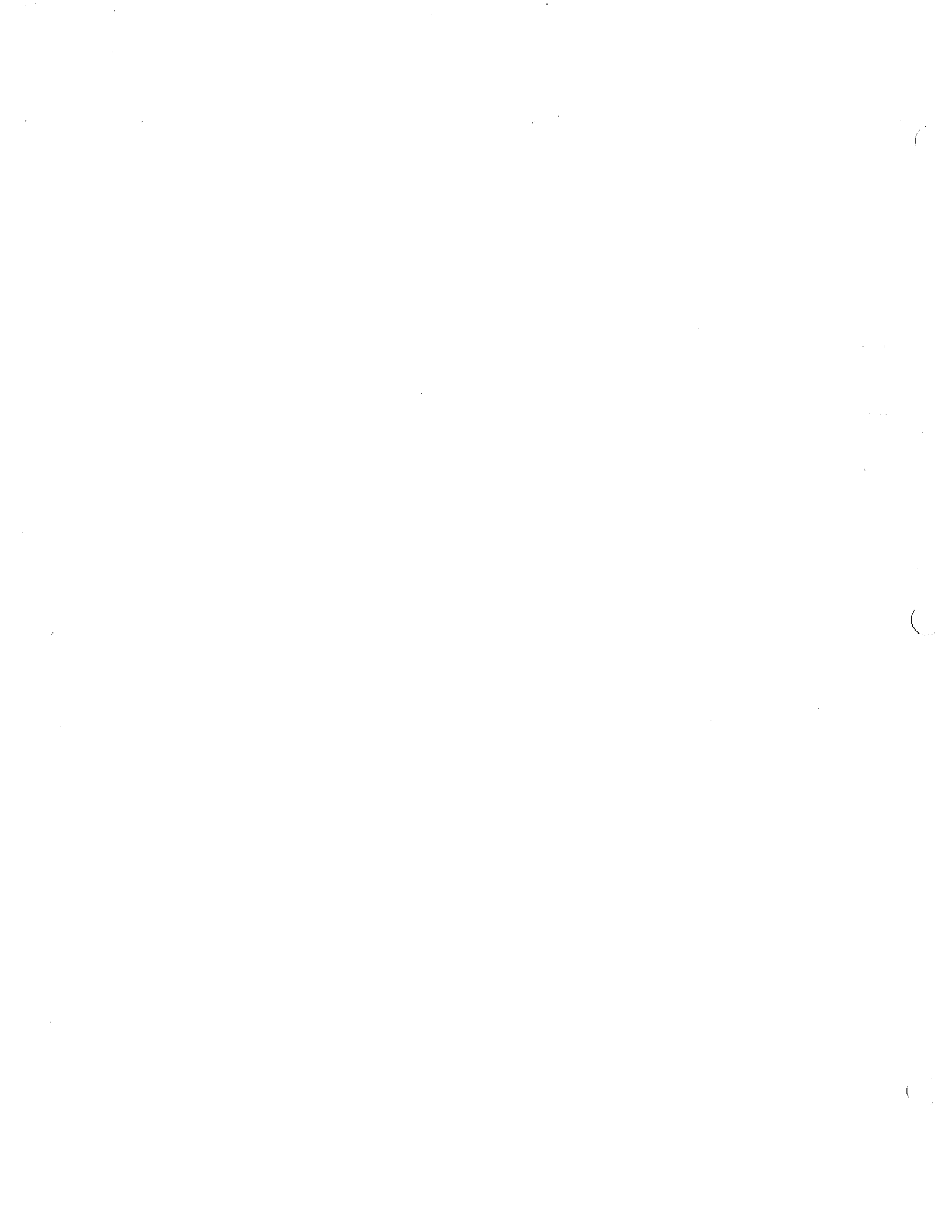
Training is provided without charge to volunteers making a minimum commitment of six months to Placentia Library Literacy Services. Registration for tutors volunteering for other programs is \$30.00.

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

Placentia Library Offers INS-Approved Basic Citizenship Skills Examination

Placentia Library has been selected to offer the CASAS Basic Citizenship Skills Examination to immigrants who would like to become American Citizens. In 1992, the Comprehensive Adult Student Assessment System (CASAS) received approval from the Immigration and Naturalization Service (INS) to administer the examination.

The CASAS examination will be offered at the Placentia Library one Saturday each month. For information on dates, times and cost please call the Literacy Office at 524-8408.



TO: Elizabeth Minter, Library Director
FROM: Katie Matas, Literacy Coordinator *KUM*
DATE: August 15, 1995
SUBJECT: **Placentia Library Literacy Services Report for the month of July**

Program Statistics

Active tutors: 59
Active students: 76
Students waiting to be matched: 16
Percentage of tutors reporting (July hours): 85%
Tutoring hours reported: 213
Other volunteer hours reported: 210
Total volunteer hours: 423

Citizenship Exam. The first citizenship exam was administered Saturday, July 22, 1995. Four people took the first exam. The next exam is scheduled for Saturday, August 26. Nine people are registered for the August exam. The cost of the exam will increase from \$22.00 for pre-registrants and \$26.00 for late or walk-in registrants to \$24.00 and \$28.00 respectively as of September 1, 1995. The compensation to the library for the exam administration will increase as well.

Interact Club of Yorba Linda. Literacy Coordinator Matas was invited to speak to the members of the Interact Club of Yorba Linda at their July 11, 1995 meeting. The club will review the volunteer opportunities presented by Literacy Coordinator Matas and decide if they are interested in giving their time to the Literacy Program.

Southern California Library Literacy Network (SCLLN). The July 18, 1995 meeting of SCLLN was attended by Literacy Coordinator Matas and Board President Dinsmore. Susan Clark from the Center for Civic Literacy gave a presentation on the Key to Community Voter Involvement Project which developed easy reading voter information for the Northern California 1994 election. One of the 1996 goals of the Project is to expand statewide.

Workplace Literacy. Literacy Coordinator Matas has been approached by a Placentia based company to test their approximately 40 employees and identify those who would benefit from literacy instruction. Once the employees are identified, the company would like to have them tutored either individually or in small groups by PLLS tutors. A test day has been scheduled to take place in August.

Networking. Literacy Coordinator Matas represented PLLS at the Placentia Community Network.

TO: Elizabeth D. Minter, Library Director
FROM: Jeannine Walters, Families For Literacy Coordinator *JW*
DATE: August 15, 1994
SUBJECT: **Families For Literacy Report for the month of July**

Summer Storyhours. Storyhours for FFL families were held at the Library on Tuesday mornings at 11:00. Parents and children listened to stories and did simple crafts. After the storyhours, families were encouraged to check out books on their own.

Because these storyhours were held during the summer, many of the older children in the families were able to participate. They were active participants and seemed to enjoy the programs as much as their younger siblings did.

Many FFL families also chose to participate in the Childrens' Department's Summer Reading Program.

Storyhour attendance statistics

| | | | |
|---------|----------|-------------|----------|
| July 11 | 9 adults | 15 children | 24 total |
| July 18 | 6 adults | 15 children | 21 total |
| July 25 | 3 adults | 8 children | 11 total |

State report. The required year-end report was mailed to the State Library prior to the July 31, 1995 deadline. The report also included a statement on the use of the money donated by the California State Library Foundation's Families For Literacy Fund.

TO: Elizabeth Minter, Library Director
FROM: Suad Ammar, Principal Librarian ^{SAA}
DATE: August 15, 1995
SUBJECT: Placentia Pride Council Report for the Month of July.

Legal workshops: Mr. Robert R. Ward, Esq. will present ed "Workers' Compensation & Employee Rights" on July 20, at 7:30 P.M. in the Placentia Meeting room.

Mr. Ward's presentation was attended by twelve people. The program was presented in layman's terms and numerous questions were asked and discussed.

The August seminar will be presented in Spanish. Attorney Alfredo Amezcua will, for the second time, present "Immigration Law and Citizenship Training" at the Whitten Center on August 17, at 7:30 P.M.

Future seminars' dates, subjects and presenters are :

September 28, "Estate Planning" presented by attorney Keith deBruckey.

October 19, "Power of Attorney" presented by attorney Keith deBruckey.

November 16, "Family Law, Financial Settlement" presented by attorney Violet Woodhouse.

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