

AGENDA

REGULAR MEETING

PLACENTIA LIBRARY DISTRICT  
BOARD OF TRUSTEES

February 17, 1998  
7:30 P.M.

Library Conference Room

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

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

- 1. Roll Call Administrative Assistant

7:36 PM

all plus Beilan Hennis

- 2. Adoption of Agenda

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

Presentation: Library Director  
Recommendation: Adopt by Motion

Smith / tab

New items before Galt  
5

- 3. Minutes of the January 20, 1998 Worksession and the January 20, 1998 Regular Meeting.

Presentation: Library Director  
Recommendation: Approve by Motion

usab

Pappas / Rab - Sandra Gestri

- 4. Oral Communications

tab Jam / tab

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

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

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

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

*CALPAC 21 Meeting - ~~Commerce~~ Lib; Sat Mar 7  
Tool Kit -  
Gold Fund Decision Group -*

5. Board President Report.

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

6. Trustee Reports

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

7. Friends of Placentia Library Board of Directors Report

Presentation: Representative, Friends of Placentia Library

8. Placentia Library Foundation Board of Directors Report

Presentation: President, Placentia Library Foundation

CLAIMS (Items 9 - 12)

Presentation: Library Director  
Recommendation: Approve by Motion

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

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

Nonstandard Claims in the amount of \$0.00.

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

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

11. Current Claims and Payroll. (Approve)

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

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

*Sandy / Paul*

*50 + 90*

*Mar 3  
24  
Apr 27*

FINANCIAL REPORTS (Items 13 - 18)

Presentation: Library Director  
Recommendation: Approve by Motion

*Items 13 -18 may be considered together as one motion to approve the Financial Report. Items may be removed for individual consideration before the Financial Report is adopted. Items removed must then each have a separate motion.*

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

GENERAL CONSENT CALENDAR (Items 19 - 27)

Presentation: Library Director  
Recommendation: Approve by Motion

*Items 19 - 27 may be considered together as one motion to approve the General Consent Calendar. Items may be removed for individual consideration before the General Consent Calendar is adopted. Items removed must then each have a separate motion.*

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

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

CONTINUING BUSINESS

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

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

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

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

- 30. Trustee Handbook Revision

Presentation: Library Director
Recommendation: Review, Revise and Adopt

Handwritten notes: 'New Defect Revised for final meet with her' and a scribbled-out box.

NEW BUSINESS

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

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

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

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

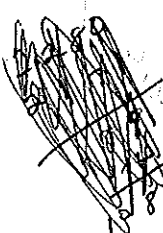
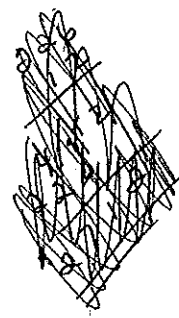
Handwritten notes: 'Storm' and 'Sander / Robin'.

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

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



Handwritten notes: 'Key Search' and 'Down on 2nd - up'.



STAFF REPORTS (Items 34 - 38)

*Agul Sanchez*

Presentation: Library Director  
Recommendation: Approve by Motion

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

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

ADJOURNMENT

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

*7 pm*

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

- 41. Adjourn

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

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

*Charlene Dumitru*

# February 1998 - January 1999

## Yearly Planner

February 98

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

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

March 98

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

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

April 98

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

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

May 98

S	M	T	W	T	F	S
				1	2	
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

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

June 98

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

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

July 98

S	M	T	W	T	F	S
		1	2	3	4	
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

- May**
- 19 7:30 PM Library Board Meeting
- June**
- 1 7:00 PM Friends Board Meeting, Evans
  - 16 7:30 PM Library Board Meeting
  - 25 ALA Conference, Washington D.C.
- July**
- 21 7:30 PM Library Board Meeting
  - 30 ISDOC Membership Luncheon Meeting

August 98

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

- August**
- 18 7:30 PM Library Board Meeting
- September**
- 14 7:00 PM Friends Board Meeting, Dinsmore
  - 15 7:30 PM Library Board Meeting
  - 24 11:30 AM - 1:00 PM Foundation Board Meeting

September 98

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

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

October 98

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

- November**
- 2 7:00 PM Friends Board Meeting, Stark
  - 17 7:30 PM Library Board Meeting
- December**
- 3 11:30 AM - 1:00 PM Foundation Board Meeting

November 98

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

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

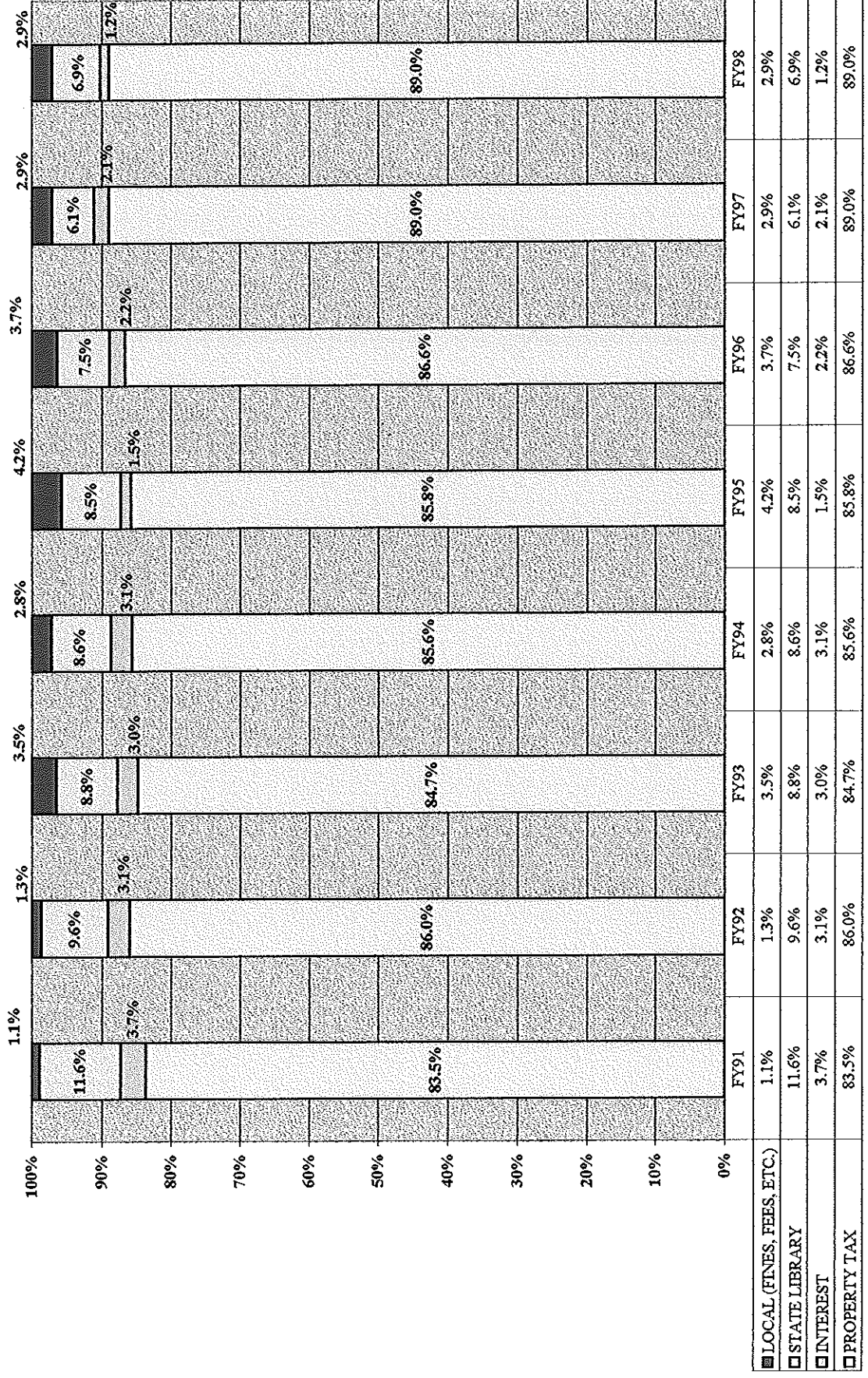
December 98

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

January 99

S	M	T	W	T	F	S
				1	2	
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Percentage Revenues by Categories

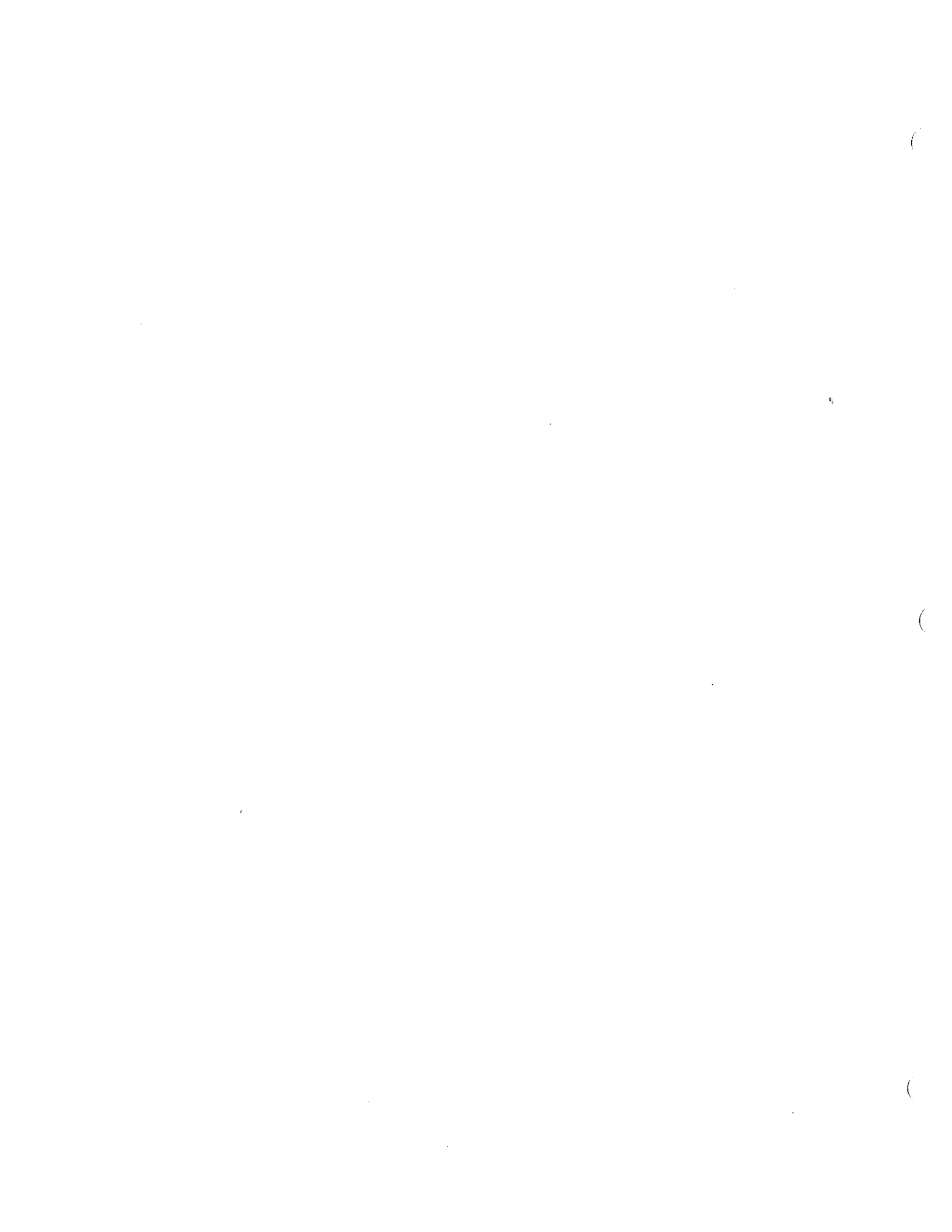






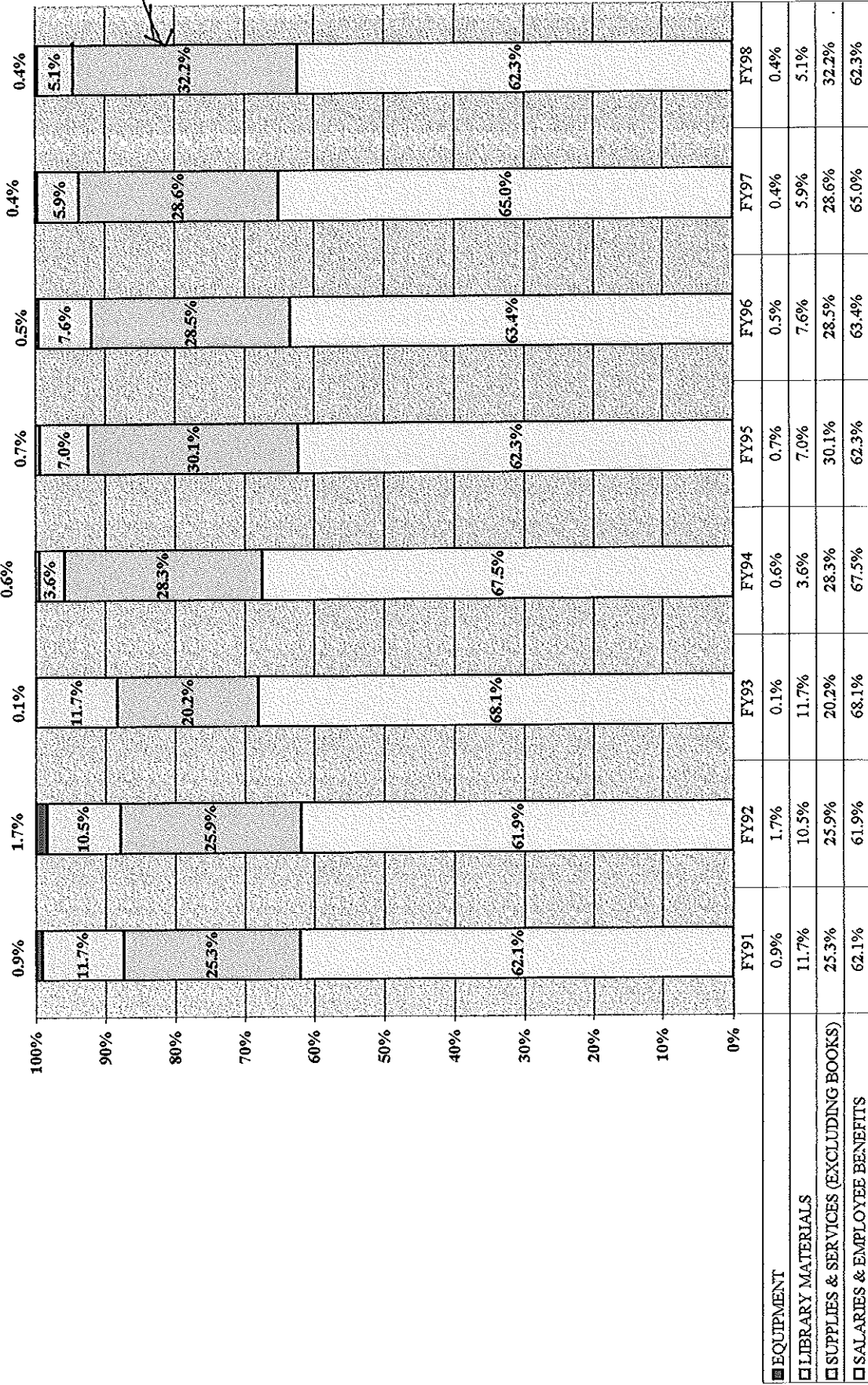
**Placentia Library District  
Revenues by Categories**

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



157-72

Percentage Expenditures by Category



( )

(

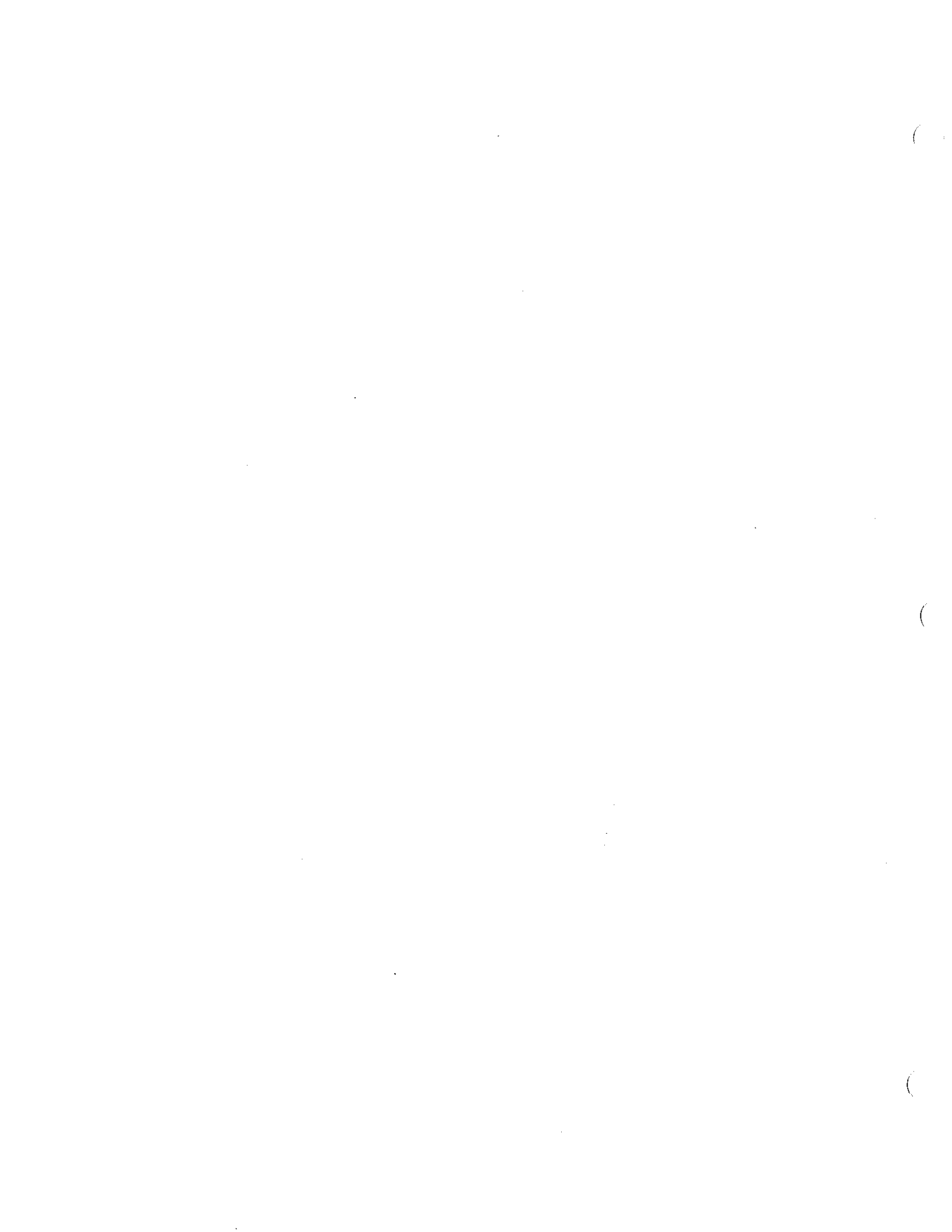
(

**Placentia Library District  
Expenditures by Categories**

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









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

**CALL TO ORDER**

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

**ROLL CALL**

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

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

**Others Present:** Administrative Assistant Charlene Dumitru

**ADOPTION OF  
AGENDA**

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

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

**ORAL  
COMMUNICATIONS**

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

**DISCUSSION OF  
BUDGET  
PREPARATION  
PROCESS**

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

Secretary Evans arrived at 7:15 P. M.

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

Trustee Stark arrived at 7:20

No Board action was taken

**ADJOURNMENT**

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



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

- CALL TO ORDER**                   The Regular Meeting of the Placentia Library District Board of Trustees was called to order on January 20, 1998 at 7:33 P. M. by President Peggy Dinsmore.
- ROLL CALL**                       **Members Present:** President Peggy Dinsmore, Secretary Ray Evans; Trustees Robin Masters, Saundra Stark and Jean Pappas; and Library Director Elizabeth Minter.
- Members Absent:** None
- Others Present:** Principal Librarian Suad Ammar; Administrative Assistant Charlene Dumitru; Friends of Placentia Library President and League of Women Voters Observer Pat Irot.
- ADOPTION OF AGENDA**               It was moved by Trustee Masters, seconded by Trustee Stark to adopt the Agenda as presented.
- AYES:           Dinsmore, Evans, Masters, Pappas, Stark  
  NOES:           None  
  ABSTAIN:       None
- MINUTES**                         It was moved by Trustee Masters, seconded by Trustee Stark to approve the Minutes of the Regular Meeting of January 20, 1998 as presented.
- AYES:           Dinsmore, Evans, Masters, Pappas, Stark  
  NOES:           None  
  ABSTAIN:       None
- ORAL COMMUNICATIONS**           No members of the public requested to address the Board at this time.
- PRESIDENT'S REPORT**             President Dinsmore reported that she and Literacy Coordinator Katie Matas attended the Southern California Libraries Literacy Network meeting on January 8, 1998 at the Santa Fe Springs Library. President Dinsmore also reported that she will be attending the Chamber Breakfast on January 22, when the Miss Placentia candidates will be presented.
- TRUSTEE REPORTS**               Trustee Stark reported that she attended the surprise 80th birthday party for James Dinsmore on December 28, 1997. The family requested that contributions be made to Placentia Library Foundation in lieu of gifts.
- Trustee Pappas commented that the recent *Notations* newsletter was very impressive. She particularly enjoyed the photographs which were included.
- FRIENDS OF THE LIBRARY**         Friends of the Library President Pat Irot invited each Trustee to be a Celebrity Waiter at the Annual Author's Brunch on March 7, 1998.

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

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

#### CLAIMS

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

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

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

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

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

#### FINANCIAL REPORTS

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

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

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

#### GENERAL CONSENT CALENDAR

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

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

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

**REVIEW OF  
LIBRARY REVENUE  
ISSUES**

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

**POLICY  
HANDBOOK  
REVIEW**

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

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

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

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

**TRAVEL  
AUTHORIZATIONS**

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

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

**CERTIFICATES OF  
DEPOSIT**

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

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

**STAFF REPORTS**

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

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

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

**AGENDA  
PREPARATION**

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

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

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

---

Ray Evans, Secretary





---

---

**PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES**

---

---

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

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

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

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

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

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

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

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

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

*Sell Basin by Ben Trish*



---

---

**PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES**

---

---

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

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

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

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

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

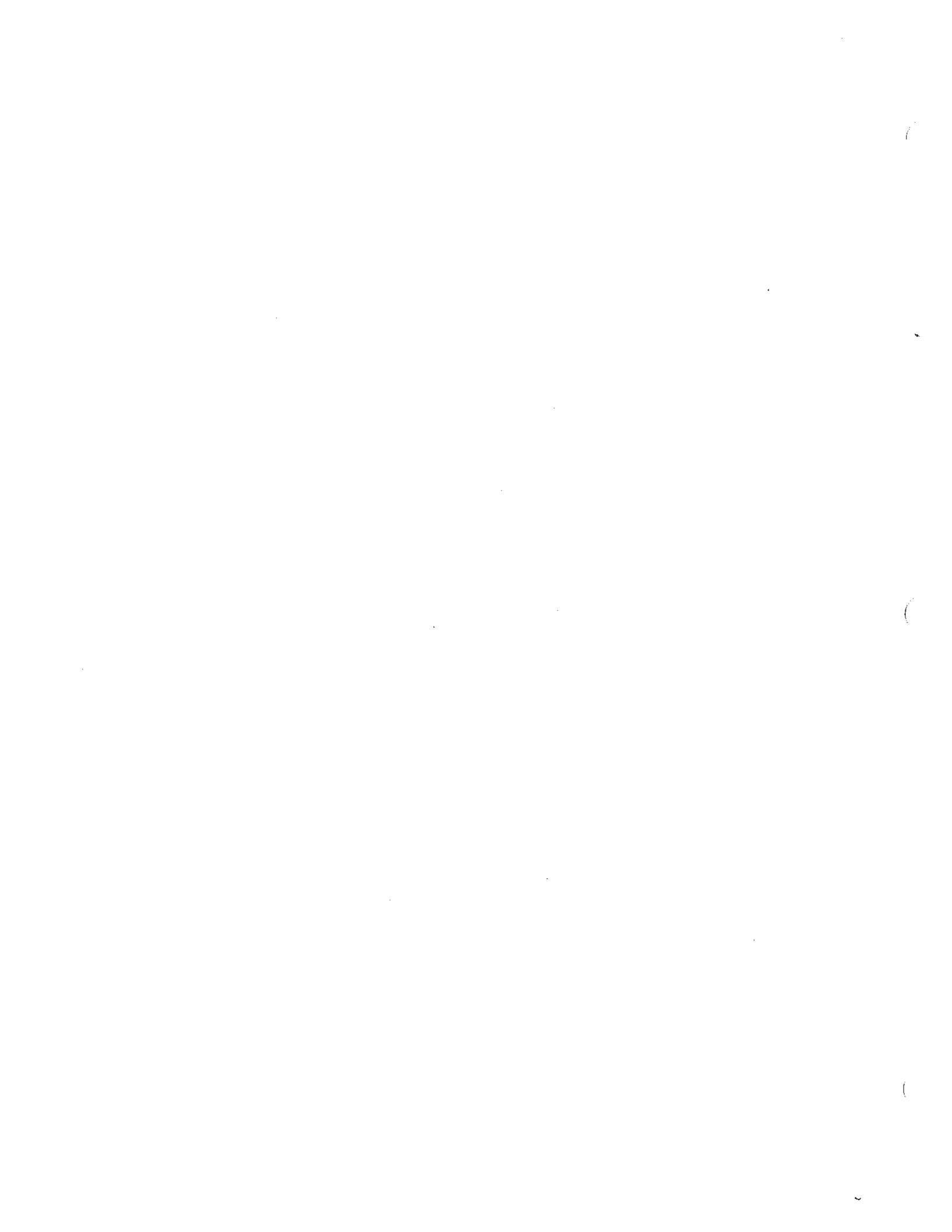
The Library Director presented a committee by committee review of the Foundation's activities and accomplishments for 1997 along with recommendations for objectives for 1998. The report also included a request that the Foundation develop a plan to finance a development director position within the next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

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

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

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

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



PLACENTIA LIBRARY DISTRICT  
Summary of Nonstandard Claims  
February 17, 1998

<u>DATE</u>	<u>REPORT NO.</u>	<u>AMOUNT</u>
		\$0.00
	TOTAL	\$0.00



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

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

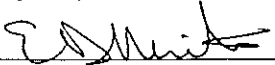
Placentia Library District  
411 E. Chapman Ave.  
Placentia, CA 92670

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

APPROVED CLAIMS

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

The claims listed above (totaling \$ 991.98) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

  
APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY



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

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acc	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Doc Number	Only SC
N01074 Southern California Gas Co. P.O. Box C Monterey Park, CA 91756	Jan 27, 1998		2800	00		926.75		
N01987 Vision Plan of America 8111 Beverly Blvd, STE 306 Los Angeles, CA 90048	March, 1998		0300	00		87.80		
N03648A Cascade Drinking Water Co. P.O. Box 9179 Whittier, CA 90608-9179	Jan. 23, 1998		1800	00		24.95		
N03650B King's Customer Administrative Svcs. P.O. Box 672085 Dallas, TX 75267-2085	Feb. 1, 1998 03020083678		1800	00		1.08		
	Feb. 4, 1998 03020083710		1800	00		4.30		
	Jan 22, 1998 030200836554		1800	00		35.77		
						41.15		
N03659F Southern California Water 500 Cameron Street Placentia, CA 92870	Jan 23, 1998		2800	00		165.21		
N03752 Pacific Bell Payment Center Van Nuys, CA 91388-0001	Jan 17, 1998 528-1906		0700	00		108.45		
	Jan 4, 1998 524-8784		0700	01		18.04		
	Jan 7, 1998 253-0470		0700	01		143.59		
	Jan 17, 1998 528-8236		0700	01		18.27		
	Jan 19, 1998 996-4983		0700	01		58.34		
	Jan 28, 1998 572-1609		0700	01		77.96		
	Jan 4, 1998 524-8408		0700	07		27.22		
	Jan 17, 1998 528-6022		0700	08		18.07		
						469.94		

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

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

Page Total

1,715.80



PLACENTIA LIBRARY DISTRICT  
 Current Claims and Payroll  
 February 17, 1998

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

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

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

APPROVED CLAIMS

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

The claims listed above (totaling \$ 33,244.01) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

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

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

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

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

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

APPROVED CLAIMS

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

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

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

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

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

Page Total

11,855.92

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

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

APPROVED CLAIMS

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

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

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

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

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

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

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

APPROVED CLAIMS

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

The claims listed above (totaling \$ 667.05) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

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

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

APPROVED CLAIMS

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

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

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

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

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

Page Total

19,926.00



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

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

APPROVED CLAIMS

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

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

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

Page Total

19,926.00



---

---

**PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES**

---

---

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

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

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

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

**RECOMMENDATION:**

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



Placentia Library District  
 FY1997-1998 General Fund Cash Flow

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

Placentia Library District  
 FY1997-1998 General Fund Cash Flow

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

Placentia Library District  
FY1997-1998 General Fund Cash Flow

Agenda Item 12  
Attachment A  
Page 3

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





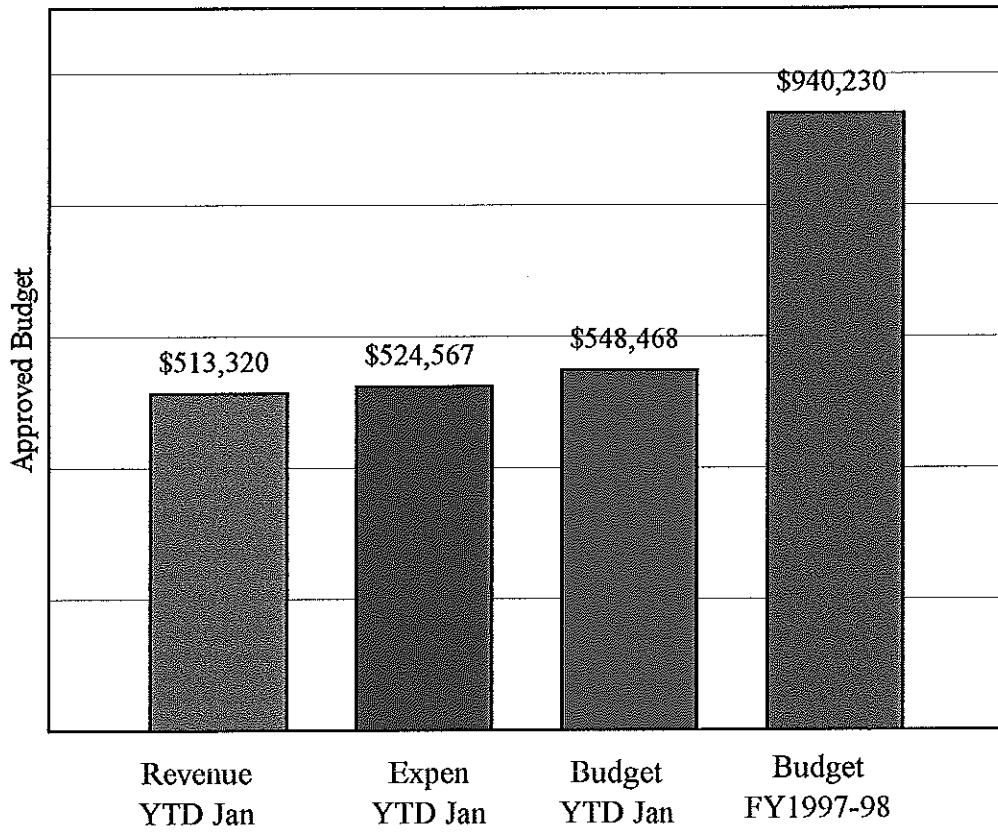
**Fund Balance Report**  
 Post-Petition Balances (B/S Account 8010 - Cash)  
 February 17, 1998

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

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



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





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

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



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

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





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

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



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

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



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

OBJECT CODE	DESCRIPTION	FY1997-98 BUDGETED	FY1997-98 YTD	FY1996-97 YTD	FY1997-98 JAN 1998	FY1996-97 JAN 1997	FY97 YTD %REV BUD
	Library Supplies	4,500	2,083.72	611.16	0.00	140.78	46.30%
	Printing	7,000	4,962.02	6,406.65	1,716.23	1,854.34	70.89%
	EZ Copy - copy cards for sale to patrons	0	0.00	0.00	0.00	0.00	
	Publications	1,000	1,151.55	180.00	0.00	0.00	115.16%
	Paper	600	1,025.59	302.22	0.00	7.83	170.93%
	Drinking Water Service	300	149.70	174.65	24.95	24.95	49.90%
	Other Office Supplies	3,500	1,396.56	2,142.74	356.59	510.63	39.90%
1800-00	Total Office Supply Expense - General Fund	16,900	10,769.14	9,817.42	2,097.77	2,538.33	63.72%
1800-07	Literacy Dept Educ 321 Grant Supply Expense	0	571.00	20.00	0.00	0.00	
	Printing	3,000	903.04	1,796.25	570.00	571.00	30.10%
	Publications	2,750	1,026.56	0.00	0.00	0.00	57.33%
	Paper	50	0.00	0.00	0.00	0.00	0.00%
	Other Office Supplies	1,500	220.58	0.00	19.31	0.00	14.71%
1800-08	Total Adult Literacy Office Supply Expense	7,300	2,150.18	1,796.25	589.31	571.00	29.45%
1800-09	LSCA Grant Supply Expense	0	5,181.20	0.00	0.00	0.00	
	Total Office Expense	24,200	18,671.52	11,633.67	2,687.08	3,109.53	77.16%
1803-00	Postage Expense - General Fund	750	452.90	101.61	335.90	(20.00)	60.39%
1803-04	Postage Expense - LSCA II Grant	0	0.00	0.00	0.00	0.00	
1803-08	Postage Expense - Adult Literacy	400	32.00	96.00	0.00	0.00	8.00%
1803-09	Postage Expense - LSCA Grant	0	1,063.44	0.00	0.00	0.00	
	Total Postage Expense	1,150	1,548.34	197.61	335.90	(20.00)	134.64%



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

January 20, 1998

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





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

OBJECT CODE	DESCRIPTION	FY1997-98 BUDGETED	FY1997-98 YTD	FY1996-97 YTD	FY1997-98 JAN 1998	FY1996-97 JAN 1997	FY97 YTD % REV BUD
2200-00	Semi-Annual Bond Payment	66,090	33,015.00	0.00	0.00	0.00	49.95%
2300-00	Small Tools/Instruments	0	0.00	0.00	0.00	0.00	
2400-00	Special Department Expense - Miscellaneous	0	0.00	0.00	0.00	0.00	
2400-01	Special Department Expense- Books	10,000	3,290.94	7,424.04	2,180.71	2,292.66	32.91%
2400-02	Special Department Expense - Video	500	569.85	0.00	0.00	0.00	113.97%
2400-03	Special Department Expense - Electronic	10,000	12,226.50	12,905.87	0.00	5,994.55	122.27%
2400-04	Special Department Expense - Periodicals	26,000	3,971.03	5,058.59	6.00	216.58	15.27%
2400-05	Special Department Expense - Audio	1,000	158.46	0.00	0.00	0.00	15.85%
2400-07	Special Department Expense - 321 Grant	0	0.00	0.00	0.00	0.00	
2400-08	Special Department Expense - Adult Literacy	500	606.57	0.00	592.77	0.00	121.31%
2400-09	Special Department Expense - LSCA Grant	0	0.00	0.00	0.00	0.00	
	Total Special Department Expense	48,000	20,823.35	25,388.50	2,779.48	8,505.79	43.38%
2600-00	Transportation/Travel - General	0	0.00	0.00	0.00	0.00	
2700-00	Transportation/Travel - Meetings, Staff Out of Town	1,000	367.88	687.60	0.00	0.00	68.96%
2700-01	Transportation/Travel - Meetings, Staff Local	2,000	1,379.22	345.47	697.22	4.09	0.00%
2700-02	Transportation/Travel - Meetings, Board Out of Town	750	0.00	310.20	0.00	310.20	27.50%
2700-03	Transportation/Travel - Meetings, Board Local	1,000	275.00	250.00	0.00	0.00	44.03%
2700-04	Transportation/Travel - Meetings, LSCA II Grant	0	0.00	0.00	0.00	0.00	0.00%
2700-07	Transportation/Travel - Meetings, 321 Grant	1,500	660.40	148.00	421.02	0.00	0.00%
2700-08	Transportation/Travel - Meetings - Adult Literacy	500	0.00	0.00	0.00	0.00	0.00%
2700-09	Transportation/Travel - Meetings - LSCA Grant	0	0.00	9.67	0.00	0.00	
	Total Transportation/Travel - Meetings	6,750	2,682.50	1,750.94	1,118.24	314.29	39.74%



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

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



Placentia Library District  
Balance Sheet

January 31, 1998

Assets

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

=====

Liabilities

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

Capital

Fund Balance	102,304.12	
Total Capital		102,304.12
Total Liabilities and Capital		102,701.65

=====



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

January 1998

Prepared 2/8/98

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

*Sanwa*

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

January 1998

Prepared 2/11/98

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

*EW Mark*



31/98

Page 1  
 Part 1 of 1 Parts

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

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

01/31/98

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

Page 2  
Part 1 of 1 Parts

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

01/31/98

Page 1

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

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

01/31/98

Page 2

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

Part 1 of 1 Parts

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

01/31/98

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

Page 1

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

01/31/98

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

Page

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

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

January 1998

Prepared 2/8/98

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

*Handwritten signature*

01/31/98

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

Page 1  
 Part 1 of 1 Parts

	Total	01/31/98
Income		
Gifts Income	0.00	0.00
Tutor Training Income	30.00	30.00
Workshops Income	0.00	0.00
Book/Materials Income	0.00	0.00
Interest Income - checking	0.00	0.00
Interest Income - savings	11.07	11.07
Miscellaneous Income	0.00	0.00
Citizenship Tests (CASAS)	0.00	0.00
Citizenship Tests (CASAS)	0.00	0.00
Donations to Literacy	0.00	0.00
Placentopoly Games	0.00	0.00
Loan Repayment from C.E.	0.00	0.00
	-----	-----
Total Income	41.07	41.07
Cost of Sales		
	-----	-----
Gross Profit (Loss)	41.07	41.07
Expenses		
Refunds (not in use)	0.00	0.00
Travel Expense	0.00	0.00
Equipment Expense	0.00	0.00
Refreshments	0.00	0.00
Printing	0.00	0.00
LVA Expenses	0.00	0.00
Miscellaneous	0.00	0.00
Tutor Training Materials	0.00	0.00
Bank Fees	0.00	0.00
Loan to C.E. for Copier	0.00	0.00
	-----	-----
Total Expenses	0.00	0.00
Operating Income (Loss)	41.07	41.07
Other Income		
Other Expenses		
	-----	-----
Net Income (Loss)	41.07	41.07
	=====	=====



01/31/98

Page 1

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

Part 1 of 1 Parts

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

01/31/98

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

Page

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

Account Name

Total

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

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

January 1998

Prepared 2/8/98

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

*Ed Mark*

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

January 1998

Prepared 2/11/98

	DATE/NO.	DEBITS	CREDITS	BALANCE
Statement Balance				6,131.66
Checks Out				
TOTALS		0.00	0.00	
CHECKBOOK BAL				6,131.66

*Sanwa*

01/31/98

Page 1  
Part 1 of 1 Parts

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

	Total	01/31/98
<b>Income</b>		
Cash Register-Copy Cards-Exempt Fun	0.00	0.00
Microfilm/Microfich Income	0.00	0.00
Meeting Room Income	210.00	210.00
Test Proctoring Income	20.00	20.00
Vending Machine Income	0.00	0.00
Debit Card Income	366.65	366.65
Friends Contributions	0.00	0.00
Friends - Summer Reading	0.00	0.00
Gifts Income	0.00	0.00
Special Gifts (Non Library)	0.00	0.00
Children's Dept Income	0.00	0.00
Lobbyist Income	0.00	0.00
Interest Income - checking	5.02	5.02
Interest Income - savings	8.86	8.86
Miscellaneous Income	0.00	0.00
Gulf Arab Grant Income	0.00	0.00
Community Grant Income	0.00	0.00
Directors Fund (Friends)	1,000.00	1,000.00
Camp Library (Friends)	0.00	0.00
Storytime (Friends)	0.00	0.00
Loan from Literacy	0.00	0.00
	-----	-----
Total Income	1,610.53	1,610.53
<b>Cost of Sales</b>		
	-----	-----
Gross Profit (Loss)	1,610.53	1,610.53
<b>Expenses</b>		
Copy Cards Purchase	0.00	0.00
Vend. Mach.-Repay Capital Equip.	0.00	0.00
Vending Machine Supplies	0.00	0.00
Vending Machine Repairs	0.00	0.00
Bank Fees & Services Charges	0.00	0.00
Children's Summer Reading Program	0.00	0.00
Children's Camp Library	0.00	0.00
Children's Storytime (Friends)	0.00	0.00
Children's-Other	0.00	0.00
Debit Card - Repay Capital Equip.	0.00	0.00
Friend's-Director's Fund	0.00	0.00
Friend's-Other Activities	0.00	0.00
Library Board Expenses	0.00	0.00
Meeting Room Upkeep Expenses	0.00	0.00
Gulf Arab Grant	0.00	0.00
Community Grant Expense	0.00	0.00
Miscellaneous	0.00	0.00

01/31/98

Page 2  
Part 1 of 1 Parts

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

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

01/31/98

Page 1

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

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

01/31/98

Page 2

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

Part 1 of 1 Parts

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



01/31/98

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

Page 1

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

01/31/98

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

Page

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

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

Prepared February 11, 1998

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

*CD*  
2-11-98

01/31/98

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

Page 1  
 Part 1 of 1 Parts

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

01/31/98

Page 1

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

Part 1 of 1 Parts

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

01/31/98

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

Page

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

Account Name

Total

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

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

	GENERAL FUND		ADOPT-A-BOOK		TOTAL PURCHASED		DONATED		TOTAL ITEMS	
	Amount	Volumes	Amount	Volumes	Amount	Volumes	Value	Volumes	Amount	Volumes
Adult Fiction	0.00	0	73.33	2	73.33	2	552.98	27	666.31	29
Adult Circulating Non-Fiction	0.00	0	422.02	18	422.02	18	2,010.42	102	2,432.44	120
Adult Reference	10.36	1	0.00	0	10.36	1	0.00	0	10.36	1
Adult Print Continuations	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Adult Electronic Continuations	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Total Adult Non-Fiction	10.36	1	422.02	18	432.38	19	2,010.42	102	2,442.80	121
TOTAL ADULT PRINT MATERIALS	10.36	1	495.35	20	505.71	21	2,543.40	129	3,049.11	150
Adult Audio/Music	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Adult Audio Books	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Total Adult Audio	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Adult Video Educational	0.00	0	0.00	0	0.00	0	40.00	2	40.00	2
Adult Video Entertainment	0.00	0	0.00	0	0.00	0	320.80	16	320.80	16
Total Adult Video	0.00	0	0.00	0	0.00	0	360.80	18	360.80	18
Adult Computer Software	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
TOTAL ADULT NON-PRINT MATERIALS	0.00	0	0.00	0	0.00	0	360.00	18	360.00	18
TOTAL ADULT MATERIALS	10.36	1	495.35	20	505.71	21	2,903.40	147	3,409.11	168
Juvenile Fiction	62.30	4	0.00	0	62.30	4	140.35	17	202.65	21
Juvenile Circulating Non-Fiction	52.26	4	0.00	0	52.26	4	211.90	26	264.16	30
Juvenile Reference	16.70	1	0.00	0	16.70	1	0.00	0	16.70	1
Juvenile Print Continuations	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Juvenile Electronic Continuations	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Total Juvenile Non-Fiction	68.96	5	0.00	0	68.96	5	211.90	26	280.86	31
TOTAL JUVENILE PRINT MATERIALS	131.26	9	0.00	0	131.26	9	352.25	43	483.51	52
Juvenile Audio/Music	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Juvenile Audio Books	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Total Juvenile Audio	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Juvenile Video Educational	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Juvenile Video Entertainment	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Total Juvenile Video	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Juvenile Computer Software	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
TOTAL JUVENILE NON-PRINT MATERIALS	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
TOTAL JUVENILE MATERIALS	131.26	9	0.00	0	131.26	9	352.25	43	483.51	52
Total Fiction	62.30	4	73.33	2	135.63	6	673.33	44	808.96	50
Total Non-Fiction	79.32	6	422.02	18	501.34	24	2,222.32	128	2,723.66	152
Total Audio	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Total Video	0.00	0	0.00	0	0.00	0	360.00	18	360.00	18
Total Computer Software	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
TOTAL MATERIALS	141.62	10	495.35	20	636.97	30	3,255.65	190	3,892.62	220

OUTSTANDING ORDERS AS OF JANUARY 31, 1998

General Fund	Adopt-A-Book	TOTAL
Amount	Amount	Amount
\$755.09	\$3,347.01	\$4,102.10

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

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



TO: Elizabeth D. Minter, Library Director  
 FROM: Peggy Burkich, Circulation Supervisor *PB*  
 DATE: February 17, 1998  
 SUBJECT: ACS: Overdue Collection Report for Month of January

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

A summary of the current status is as follows:

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

ADVANCED COLLECTION SYSTEMS

2158 W. 190TH ST  
Torrance, CA 90509

CLIENT PROGRESS REPORT  
JANUARY 1998

PLA400  
PLACENTIA PUBLIC LIBRARY  
ATTN: PEGGY BURKICH  
411 E CHAPMAN  
PLACENTIA, CA 92670

Your ACS consultant is:  
WELDON & ASSOCIATES  
714-733-3558

	MONTH TO DATE		YEAR TO DATE		INCEPTION TO DATE	
	#	\$	#	\$	#	\$
GROSS ASSIGNMENTS	12	1,259.60	12	1,259.60	1591	116,125.0
LESS: Mail Returns*, Dispute, Bankrpt	0	0.00	0	0.00	318	62,543.6
NET ASSIGNMENTS	12	1,259.60	12	1,259.60	1273	53,581.4
COLLECTED						
Paid In Full	0	0.00		0.00	358	19,609.4
Settled in Full	0	0.00		0.00	91	4,247.7
Partial Payment	0	0.00		0.00	311	12,824.3
Resolved	0	0.00		0.00	37	1,779.6
TOTAL RECOVERED	0	0.00	0	0.00	797	38,461.2

AGING ACCOUNT DETAIL

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

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

STATUS CODE LEGEND

ACT - active (demands being sent)	CC - cycle completed
PIF - paid in full	PAY - partial payment
SIF - settled in full	MR - mail returned
DIS - disputed	BAN - bankruptcy
SUS - action suspend	

ACCOUNT INVENTORY AND STATUS

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

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

TOTAL STILL ON SYSTEM :

2,002.57

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

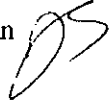
SUMMARY OF PRINTER/COPIER ACCOUNTS JANUARY, 1998

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

SUMMARY OF PRINTER/COPIER LOAN ACTIVITY

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

Prepared by: Charlene Dumitru

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

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

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

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

**ADOPT-A-BOOK REGULAR DONATIONS**

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

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

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

**ADOPT-A-BOOK  
CORPORATE SPONSORS**

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

**BOOK ENDOWMENT DONATIONS**

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

**OPERATING FUND DONATIONS**

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





TO: Elizabeth D. Minter, Library Director  
FROM: Charlene Dumitru, Administrative Assistant *cd*  
DATE: February 17, 1998  
SUBJECT: **BUILDING MAINTENANCE REPORT FOR MONTH JANUARY, 1998**

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



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

RESIGNATIONS:

None

TERMINATIONS:

None

APPOINTMENTS:

None

OPEN POSITIONS:

None

Prepared by: Charlene Dumitru



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

## CUMULATIVE RECORD OF VOLUNTEER WORK HOURS

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

TEMPORARAY VOLUNTEERS

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

LVA VOLUNTEERS

Literacy Volunteer Hours 301.00

TOTAL VOLUNTEER HOURS

859.25

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

	Regular/Temp. Volunteers			Literacy Volunteers		
	FY95/96	FY96/97	FY97/98	FY95/96	FY96/97	FY97/98
July	433.00	808.25	898.50	423.00	457.00	818.00
August	573.00	776.75	864.25	333.50	209.00	405.00
September	354.25	773.75	433.00	377.50	279.00	376.00
October	432.25	756.50	488.00	580.00	482.00	435.00
November	418.00	519.75	492.75	449.50	257.00	369.00
December	301.00	370.00	556.00	297.50	142.00	273.00
January	381.25	488.60	558.25	469.00	367.00	301.00
February	339.25	480.00		601.50	517.00	
March	410.50	675.00		476.00	493.00	
April	702.25	788.00		455.00	633.00	
May	473.00	620.50		445.00	430.00	
June	437.25	740.25		270.00	380.00	

Placentia Library District  
 Circulation Report  
 FEBRUARY 17, 1998

	FY97-98 YTD	FY96-97 YTD	% CHANGE FY97 TO FY98	FY97-98 JAN 98	FY96-97 JAN 97
1st Time Checkouts	96,609	108,611	-11.05%	13,696	15,680
Phone Renewals	8,054	7,226	11.46%	1,164	1,034
In-Building Renewals	7,675	10,881	-29.46%	1,046	1,253
Total Renewals	15,729	18,107	-13.13%	2,210	2,287
TOTAL CHECKOUTS	112,338	126,718	-11.35%	15,906	17,967
On-Time Checkins	92,632	107,369	-13.73%	11,414	12,797
Late Checkins	18,056	21,439	-15.78%	2,569	3,390
TOTAL CHECKINS	110,688	128,808	-14.07%	13,983	16,187
Hold Placed	2,164	2,461	-12.07%	297	355
Hold Cancelled	441	459	-3.92%	78	62
Hold Filled	1,982	2,195	-9.70%	224	238
Hold Expired	20	13	53.85%	0	1
Overdue Items	6,593	6,448	2.25%	605	728
Overdue Notices	2,752	2,902	-5.17%	250	338
Billing Notices	3,380	3,684	-8.25%	488	624
Patrons Registered	2,012	2,022	-0.49%	312	277
Titles Added	3,602	3,890	-7.40%	396	497
Volumes Added	6,661	7,621	-12.60%	707	759
CIRCULATION BY TYPE OF MATERIAL					
Adult Print	48,097	58,615	-17.94%	7,139	8,038
Juvenile Print	55,765	56,030	-0.47%	7,506	8,518
Total Print	103,862	114,645	-9.41%	14,645	16,556
Audio	3,572	5,066	-29.49%	527	558
Visual	5,564	6,994	-20.45%	734	843
Equipment	0	0	0.00%	0	0
Total Audio Visual	9,136	12,060	-24.25%	1,261	1,401
TOTAL CIRCULATION	112,338	126,718	-11.35%	15,906	17,967
Placentia Circulation	73,903	76,805	-3.78%	10,229	10,986
% Placentia Circulation	65.40%	60.62%	7.89%	64.31%	61.18%
Anaheim/Yorba Linda Circulation	19,805	25,197	-21.40%	2,862	2,811
% Anaheim/Yorba Linda Circulation	17.53%	19.89%	-11.87%	17.99%	15.65%
TYPES OF ACTIVE BORROWERS					
Adult	71,553	86,260	-17.05%	10,075	11,803
Young Adult	2,329	1,917	21.49%	457	333
Juvenile	31,268	30,721	1.78%	4,360	5,101
New Borrower	7,840	7,781	0.76%	1,014	728
Non Resident	0	2	0.00%	0	0
Other	0	0	0.00%	0	0
TOTAL ACTIVE BORROWERS	112,990	126,681	-10.81%	15,906	17,965
TOTAL REGISTERED BORROWERS	27,481			27,481	
ATTENDANCE	184,766	203,987	-9.41%	25,812	27,334
Adult Reference - In Building	7,773	8,337	-6.77%	1,185	1,144
Adult Reference - Telephone	1,755	1,744	0.63%	274	273
Children's Reference - In Building	5,321	3,943	34.95%	710	884
Children's Reference - Telephone	236	298	-20.81%	32	44
Total Adult Reference	9,528	10,081	-5.49%	1,459	1,417
Total Children's Reference	5,557	4,241	31.03%	742	928
Total In Building Reference	13,094	12,280	6.63%	1,895	2,028
Total Telephone Reference	1,991	2,042	-2.50%	306	317
TOTAL REFERENCE	15,085	14,322	5.33%	2,201	2,345

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

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

Usage by Type of Magazine

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

Usage by Type of Magazine

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

Usage by Type of Magazine

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

\*Data not available for Jul and Aug



CITY OF PLACENTIA INVOICES

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

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

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

TOTAL DOLLARS SPENT

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

TOTAL DOLLARS SPENT

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

TOTAL DOLLARS SPENT

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

DOLLARS BY TYPE OF WORKER

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

DOLLARS BY TYPE OF WORKER

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

DOLLARS BY TYPE OF WORKER

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

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

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

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

---

---

**PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES**

---

---

**TO:** Library Board of Trustees  
**FROM:** Elizabeth D. Minter, Library Director *EDM*  
**SUBJECT:** Status Report on Strategic Plan for Placentia Library District  
**DATE:** February 17, 1998

**BACKGROUND:**

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

**RECOMMENDATION:**

Receive and File



---

# CALIFORNIA ADVOCATES, INC.



view Folder as: [Calendar](#) / Status

## Bill Folder: placentia

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

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

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

**Lobbyist:** MDB

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

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

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

**Topic:** Local agency borrowing.

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

**Lobbyist:** MDB

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

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

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

**Topic:** Libraries.

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

**Lobbyist:** MDB

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

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

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

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

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

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

**Lobbyist:** MDB

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

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

---

# CALIFORNIA ADVOCATES, INC.

[LEG.WEB](#)

[HOME](#)

[CLIENTS](#)

[INFO](#)

[LOBBYISTS](#)

[MANAGER](#)

View Folder as: [Calendar](#) / Status

## Bill Folder: **placentia**

ACA 4 : Aguiar : SEN LOCAL GOVERNMENT

SB 147 : Kopp : ASM LOCAL GOVERNMENT

SB 409 : Alpert : ASM

SB 880 : Craven : ASM

---

LegWeb is a subscription service of Capitol WebWorks.

Phone: #800/372-7903 or #916/446-9849.

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



01/30/98 17:05:27

->

626 683 8097 Metro

Page 001

Agenda Item 25

P.01

Page 3

JAN-30-98 FRI 16:03

# MICHAEL F. DILLON & ASSOCIATES INC.

PARK EXECUTIVE BUILDING • 925 L STREET • SUITE 1400  
SACRAMENTO, CA 95814 • (916) 448-2198 • FAX (916) 448-4808

January 30, 1998

**TO: CLA MEMBERS AND ALL COOPERATIVE LIBRARY SYSTEMS**

**FROM: Mike Dillon, Lobbyist  
Christina Dillon, Lobbyist**

**RE: NEWS FROM THE CAPITOL**

## SB 409 PASSES SENATE FLOOR

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

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

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

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

Post-it® Fax Note	7671	Date	1/30/98	# of pages	2
To	MCLS/SLC/Associate	From	MCLS/SLC HQ		
Co/Dept	Member Directors	Co.			
Phone #	Sue Curzon CSUN	Phone #	818/683-8244		
Fax #	(Eugene Wery, Orange PL)	Fax #	818/683-8097		



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

---

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

---

**ISDOC Executive Committee Members Present:**

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

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

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

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

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

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

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

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

**Call to Order**

1. **Preliminaries**

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

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

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

3. **Financial Report -**

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

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

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

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

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

5. **LAFCO Matters**

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

6. **CSDA Report**

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