



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

APRIL 27, 2026

6:30 p.m.

Community Meeting Room

411 E. Chapman Avenue

Call-in Number: (669) 900-6833

Meeting ID: 850 1206 7452









Password: 046086

ZOOM Link: [meetings.placentialibrary.org](https://meetings.placentialibrary.org)

**Mission Statement:**

Placentia Library District inspires, opens minds, innovates, and connects our community.

**District Goals:**

-  Strengthen connections and expand community relationships.
-  Provide equitable access.
-  Adapt to community needs.
-  Cultivate thriving collections of resources.
-  Provide and promote relevant library services.
-  Maintain fiscal responsibility and integrity.
-  Support and empower staff.
-  Provide an inviting, pleasant, and safe place to explore.

**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 200.*

**PLEDGE OF ALLEGIANCE**      Library Board President

**CALL TO ORDER**

1. Call to Order      Library Board President
2. Roll Call      Recorder
3. 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

Placentia Library District Board of Trustees Regular Date Meeting Agenda, April 27, 2026

4. Oral Communications

*Members of the public may address the Library Board of Trustees on any matter within the jurisdiction of the Board. Presentations by the public are limited to 5 minutes per person. 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. Reference: California Government Code Sections 54954.3, 54954.2(b).*

**TRUSTEE & ORGANIZATIONAL REPORTS**

5. Board President Report - oral

*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. Library Director Report

8. Placentia Library Friends Foundation Board of Director's Report

**CONSENT CALENDAR (Items 9 – 24)**

Presentation: Library Director

Recommendation: Approve by Motion

*Items 9 – 24 may be considered together as one motion to approve the Consent Calendar. Items may be removed for individual consideration before the Consent Calendar is adopted. Items removed must then each have a separate motion.*

**MINUTES (Item 9)**

9. Minutes of the Library Board of Trustees Regular Meeting on March 23, 2026. (Receive & File and Approve)

**CASH FLOW ANALYSIS (Items 10 – 11)**

10. Check Register for March 2026. (Receive & File and Approve)

11. FY2025-2026 Fund Balance through March 2026; the Schedule of Anticipated Property Tax Revenues for FY2025-2026 as provided by the Orange County Auditor. (Receive & File).

**TREASURER'S REPORTS (Items 12 – 16)**

12. Financial Reports for March 2026 for Placentia Library District Accounts on Deposit with the Orange County Treasurer. (Receive & File)

13. Revenue and Expenditure Reports for March 2026. (Receive & File)

14. Acquisitions Report for March 2026. (Receive & File)

15. Entrepreneurial Activities Report and March 2026. (Receive & File)

16. Library Impact Fee Report for March 2026. (Receive & File)

**GENERAL CONSENT REPORTS (Items 17 – 20)**

17. Personnel Report for March 2026. (Receive, File, and Ratify Appointments)

18. Review Shared Maintenance Costs with the City of Placentia under the JPA. (Receive & File)

19. Administration Report for March 2026.

20. Circulation Report for March 2026.

Placentia Library District Board of Trustees Regular Date Meeting Agenda, April 27, 2026

**STAFF REPORTS (Items 21 – 24)**

- 21. Children's Services Report for March 2026.
- 22. Adult and Teen Services Report for March 2026.
- 23. Technology and Website Report for March 2026.
- 24. Customer Service Report for March 2026.

**NEW BUSINESS (Items 25-32)**

- 25. Presentation by the Literacy Coordinator on the Writer to Writer Program.
- 26. Presentation on the Impact of Baker & Taylor Dissolution on Library District Operations.
- 27. Authorize Amendments to Policy 6065 – Rules of Conduct, as Presented.
- 28. Travel Authorization: Annual California Special District Association Conference, August 24-27, 2026 in Palm Desert.
- 29. Joint Use Committee Updates from Trustee Nelson.
- 30. Independent Special Districts of Orange County (ISDOC) & Legislative Updates from Trustee Nelson.
- 31. Placentia Round Table Women’s Club (PRTWC) Updates from Secretary Dahl.
- 32. Local Agency Formation Commission (LAFCO) Updates from Trustee Beverage.

**AGENDA DEVELOPMENT (Item 33)**

- 33. Agenda Preparation for the May Regular Date Meeting which will be held on May 26, 2026 unless re-scheduled by the Library Board of Trustees.

**ADJOURNMENT (Item 34)**

- 34. The Library Board of Trustees will adjourn the Regular Date April 27, 2026 meeting.

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

I, Lina Nguyen, Executive Assistant of the Placentia Library District, hereby certify that the Agenda for April 27, 2026 Regular Date Meeting of the Library Board of Trustees of the Placentia Library District was posted on April 21, 2026.

  
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 Lina Nguyen, Executive Assistant



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MINUTES  
 PLACENTIA LIBRARY DISTRICT  
 REGULAR DATE MEETING OF THE LIBRARY BOARD OF TRUSTEES  
 MARCH 23, 2026

**CALL TO ORDER** President Carline called the Regular Date Meeting of the Placentia Library District (PLD) Board of Trustees to order on March 23, 2026, at 6:31 p.m.

**Members Present:** President Gayle Carline, Secretary Sherri Dahl (arrived at 6:37 p.m.), Trustee Stephanie Beverage, Trustee Nithin Jilla, Trustee Scott Nelson.

**Staff Present:** Jeanette Contreras, Library Director; Yesenia Baltierra, Assistant Library Director; Carlo Maskarino, Business Manager; Lina Nguyen, Executive Assistant.

**Guests:** Damean Sanz, Bookmobile Library Assistant; Kerrienne Miller, patron.

**ADOPTION OF AGENDA** It was motioned by Trustee Beverage to adopt the agenda as presented. It was seconded by Trustee Nelson (Item 3). All in favor:

- AYES: Carline, Beverage, Jilla, Nelson
- NOES: None
- ABSENT: Dahl

**ORAL COMMUNICATION** None (Item 4).

**BOARD PRESIDENT REPORT** President Carline reported that she met with Library Director Contreras for their monthly meeting, attended the Placentia Library Friends Foundation (PLFF) Authors Luncheon, and had a birthday lunch with the Library Director. She also noted that she and the Library Director are exploring a leadership certificate opportunity through the California Special Districts Association (CSDA).

**TRUSTEE & ORGANIZATIONAL REPORTS** Secretary Dahl reported that she attended the Placentia Roundtable’s Board of Directors meeting and general meeting. She also attended the PLFF Authors Luncheon and served as a tour guide for one of the District’s Third Grade Visits.

Trustee Beverage reported that she attended the PLFF Authors Luncheon. She also provided an update on H.R. 7661, legislation addressing the growing threat of book banning nationwide. She reported that the bill passed the House and will next move to the Senate. The American Library Association is monitoring the legislation, and she has signed at least one petition related to the issue.

Trustee Jilla reported that he attended the PLFF Authors Luncheon and has been familiarizing himself with the American Library Association in preparation for its upcoming annual conference.

Trustee Nelson reported that he attended the PLFF Authors Luncheon.

**LIBRARY DIRECTOR REPORT** Director Contreras reported that she met with several individuals from various library systems, including a consultant from the Irvine Library System. She also met with the interim library director for the City of Fullerton and had lunch with the library director from the Huntington Beach Library.

She met with Business Manager Maskarino to review the audit findings and discuss the improvement recommendations he presented.

She attended a Library Directors Network Call, where participants discussed the ongoing issue regarding the missing funding for Dolly Parton’s Imagination Library.

She also met with a representative from the American Heart Association, who is interested in partnering with local libraries to provide self-measuring blood pressure kits for public use through the “Libraries with Heart” program. They also discussed offering District staff free automated external defibrillator (AED) training, which includes CPR instruction. Director Contreras will review the contract and forward it to legal counsel for additional review.

She also attended the PLFF Board Meeting. The bookstore generated \$1,265, the honor box generated \$256, and the vending machine generated \$302. Ticket sales for the Authors Luncheon produced approximately \$16,000. The committee is still finalizing the overall amount generated from the event, which will be reported at the next board meeting. In total, the February deposits amounted to roughly \$23,000. The PLFF is planning an activity for National Friends Week and is reviewing its bylaws, which require them to hold board elections for officers. Director Contreras has scheduled a meeting with one of their board members to discuss the bylaws.

**CONSENT CALENDAR**

It was moved by Trustee Beverage and seconded by Secretary Dahl to approve Agenda Items 9-24 as presented. A roll call vote was taken:

- AYES: Carline, Dahl, Beverage, Jilla, Nelson
- NOES: None
- ABSENT: None

**MINUTES FOR REGULAR DATE MEETING ON FEBRUARY 23, 2026.**

The minutes for the Regular Date Meeting on February 23, 2026, were received, reviewed and filed (Item 9).

- AYES: Carline, Dahl, Beverage, Jilla, Nelson
- NOES: None
- ABSENT: None

**CASH FLOW ANALYSIS AND TREASURER’S REPORTS**

- Check Registers for February 2026 (Item 10)
- Fund 707 Balance Report for February 2026 (Item 11)
- Financial Reports through February 2026 for Placentia Library District Accounts on Deposit with the Orange County Treasurer and Placentia Library District General Ledger: Summary of Cash and Investments (Item 12)
- Balance Sheets for February 2026 (Item 13)
- Acquisitions Report for February 2026 (Item 14)
- Entrepreneurial Activities Report for February 2026 (Item 15)
- Library Impact Fee Report for February 2026 (Item 16)

**GENERAL CONSENT REPORTS**

- Personnel Report for February 2026 (Item 17)
- Review of Shared Maintenance Costs with the City of Placentia (Item 18)
- Administration Report for February 2026 (Item 19)
- Circulation Report for February 2026 (Item 20)

**STAFF REPORTS**

Children’s Services Report February 2026 (Item 21)  
 Adult Services Report for February 2026 (Item 22)  
 Placentia Library Website Technology Report for February 2026 (Item 23)  
 Customer Service Report (Items 24)

**BOOKMOBILE PROJECT AND PARTNERSHIP WITH LOT318 UPDATES.**

Director Contreras reported Damean Sanz, the bookmobile library assistant, was present to provide an update on his community outreach via the bookmobile and his work with LOT 318, a community organization that supports at-risk youth through programs such as homework assistance. He noted encountering logistical challenges at certain school sites due to the bookmobile’s size and plans to address these concerns by establishing points of contact and conducting site visits before events. He also shared plans to rotate the bookmobile collection to better serve the needs of different audiences. The Board thanked Mr. Sanz for his presentation.

**CALIFORNIA SPECIAL DISTRICT ASSOCIATION (CSDA) BOARD OF DIRECTORS CALL FOR NOMINATIONS SEAT C.**

Director Contreras reported the CSDA has issued its annual call for nominations for candidates to serve on its Board of Directors. The trustees did not submit a nomination at this time, noting their confidence that the incumbent candidate for the Southern Network, who is running for re-election, will continue to advocate effectively on behalf of libraries.

**ORANGE COUNTY LOCAL AGENCY FORMATION COMMISSION (OC LAFCO) NOMINATION PERIOD FOR THE REGULAR AND ALTERNATE SPECIAL DISTRICT MEMBER SEATS.**

Director Contreras reported the Orange County Local Agency Formation Commission (LAFCO) is seeking nominations for the Regular and Alternate Special District Member seats. She advised that the current members expressed interest in continuing their terms. The trustees did not submit a nomination at this time.

**REQUEST FOR BUDGET REALLOCATION FOR AN APPROVED SICK LEAVE PAYOUT FOR A RETIRING EMPLOYEE.**

Director Contreras reported that, following the Board’s approval at the last meeting of a 100% sick leave payout for a long-tenured employee retiring after 46 years of service, she is requesting approval of a budget reallocation to cover the payout. The total reallocation amount is \$51,000, with \$26,000 coming from the Materials Budget and the remaining \$25,000 from reserves. Assistant Library Director Baltierra noted that, due to the library’s conservative budget management throughout the fiscal year, the impact on the collection budget would be minimal at less than 1% of the total Materials Budget. Trustee Beverage made a motion to authorize a budget reallocation from the Materials (Book) Budget and Reserve funds to the Salaries & Benefits Budget to fund the accrued sick leave payout for a retiring employee as approved by the Library Board of Trustees on January 26, 2026. It was seconded by Secretary Dahl. A roll call vote was taken.

AYES: Carline, Dahl, Beverage, Jilla, Nelson  
 NOES: None  
 ABSENT: None

**AUTHORIZATION FOR ATTENDANCE AT THE AMERICAN LIBRARY ASSOCIATION ANNUAL CONFERENCE IN CHICAGO, ILLINOIS, JUNE 25-29, 2026.**

Director Contreras reported that this year’s annual ALA Conference will be held in Chicago, Illinois, from June 25–29. She is requesting approval to send herself and several trustees to attend. Trustees Carline, Dahl, Beverage, and Jilla have expressed interest in attending. Director Contreras is also requesting approval for staff member Tim Balen to attend. Trustee Beverage made a motion to authorize attendance and related travel expenses for designated Trustees and staff, which

would be Trustee Beverage, Trustee Jilla, President Carline, Secretary Dahl, Library Director Jeanette Contreras, and staff member Tim Balen, to attend the 2026 American Library Association (ALA) Annual Conference in Chicago, Illinois. It was seconded by Secretary Dahl. A roll call vote was taken.

AYES: Carline, Dahl, Beverage, Jilla, Nelson  
 NOES: None  
 ABSENT: None

**CONSIDERATION AND APPROVAL OF NEW CREDIT CARD VENDOR.**

Director Contreras reported that the District currently uses a Visa credit card through Columbia Bank (formerly Umpqua Bank) for purchases. Staff have encountered limitations with the vendor and are requesting to transition to the Amazon Business American Express Card, which could potentially save approximately \$8,000 annually and \$40,000 over five years through rewards and incentives. Trustee Beverage made a motion to approve the recommended change in credit card vendor to Amazon Business Prime as presented, and authorize the Library Director to execute necessary documents. It was seconded by Secretary Dahl. A roll call vote was taken.

AYES: Carline, Dahl, Beverage, Jilla, Nelson  
 NOES: None  
 ABSENT: None

**APPROVAL AND ADOPTION OF POLICY 6051 – OUTDOOR LIBRARY EXPERIENCE (OLE) RENTAL SPACE POLICY.**

Director Contreras reported that following the first reading of Policy 6051 – OLE Rental Space Policy at the previous meeting, the trustees’ questions and the policy itself were forwarded to District counsel for review. The policy presented tonight has been updated to incorporate counsel’s feedback. After a brief discussion, Trustee Beverage made a motion to approve and adopt the Outdoor Library Experience (OLE) Rental Policy to establish guidelines, procedures, and fees for the public use of designated outdoor library spaces as corrected. It was seconded by Secretary Dahl. A roll call vote was taken.

AYES: Carline, Dahl, Beverage, Jilla, Nelson  
 NOES: None  
 ABSENT: None

**ISDOC & LEGISLATIVE UPDATES FROM TRUSTEE NELSON.**

Trustee Nelson reported on legislative issues, including concerns about federal involvement in book banning, which was previously mentioned by Trustee Beverage, as well as potential impacts on special districts related to clean-fleet mandates and high-speed rail funding.

**ROUNDTABLE WOMEN’S CLUB OF PLACENTIA UPDATES FROM SECRETARY DAHL.**

Secretary Dahl provided an update on the Roundtable, noting ongoing building rehabilitation plans and efforts to secure grants, including a potential Home Depot grant for bathroom remodeling. She also reported that the scholarship committee is in full swing and will be awarding its first scholarships next month to two veterans at Fullerton College.

**LAFCO UPDATES FROM TRUSTEE BEVERAGE.**

Trustee Beverage reported that there is not much activity at LAFCO at this time that pertains to the District and noted the commission will be going dark in April.

**AGENDA DEVELOPMENT**

President Carline requested an update at a future meeting on the impact of the loss of Baker & Taylor on library materials sourcing.

Director Contreras noted that she will include a request to change the June Board Meeting date to the agenda for the next meeting.

If there are any additional items the Trustees would like to see on the agenda for next month, they can email President Carline or Director Contreras.

The next Board Meeting will be on April 27, 2026, at 6:30 p.m.

**ADJOURNMENT**

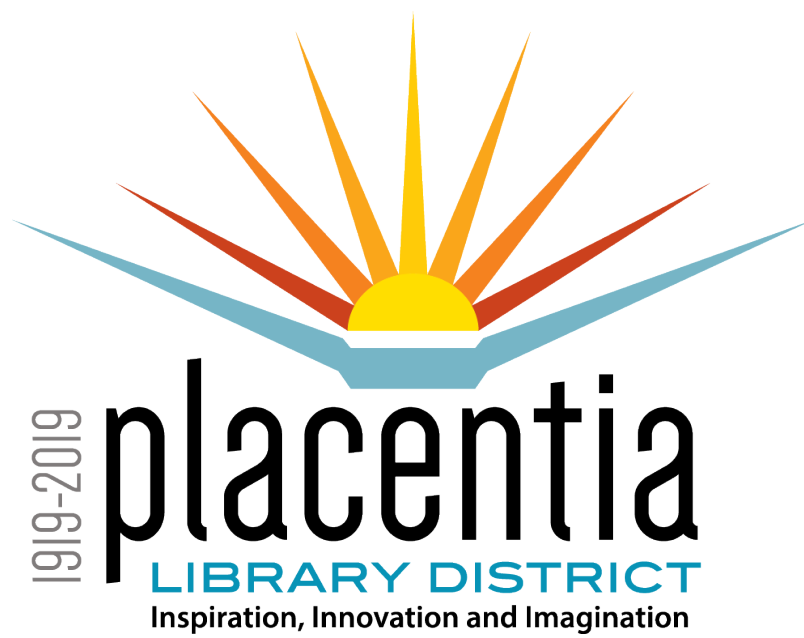
The Board of Trustees Regular Date Meeting of March 23, 2026 was adjourned at 7:49 p.m.

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Gayle Carline, President  
Library Board of Trustees

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Sherri Dahl, Secretary  
Library Board of Trustees



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09:51 A.M.  
04/01/26  
Accrual Basis

**Placentia Library District  
Check Register  
March 2026**

| Date       | Ref No. | Payee                                     | Memo  | Payment   | Type         |
|------------|---------|---|---|-----------|--------------|
| 03/05/2026 | 14799   | Pitney Bowes Purchase Power               | February 2026 Statement   | 1,809.85  | Bill Payment |
| 03/05/2026 | 14800   | Avocon Solutions Inc.                     | Consulting Services December 2025                                     | 4,800.00  | Bill Payment |
| 03/05/2026 | 14801   | Arcelia Janitorial Service                | Janitorial Services from 02/01/26-02/28/26                            | 4,536.00  | Bill Payment |
| 03/05/2026 | 14802   | Age of Learning, Inc.                     | ABCmouse Online Curriculum  | 3,780.00  | Bill Payment |
|            |         |   | AT&T Service September 2025-January 2026                              |           |              |
|            |         |   | Mariposa Landscape Services - September-October 2025                  |           |              |
|            |         |   | Commercial Aquatic Service - September-December 2025                  |           |              |
|            |         |   | West Coast Arborists FY 25/26 Annual Palm Pruning                     |           |              |
|            |         |   | Seco Electric and Lighting Invoices                                   |           |              |
| 03/05/2026 | 14803   | City of Placentia                         | Amazon Invoice  | 8,075.99  | Bill Payment |
| 03/05/2026 | 14804   | Placentia-Yorba Linda Unified School Dist | New business cards after domain migration                             | 352.35    | Bill Payment |
| 03/05/2026 | 14805   | UMPQUA BANK                               | CC Transactions 01/31/26-02/26/26                                     | 11,912.05 | Bill Payment |
| 03/05/2026 | 14806   | Playaway Products                         | Wonderbook  | 145.00    | Bill Payment |
| 03/05/2026 | 14807   | Amazon Capital Services                   | Books and Bookmobile Books  | 3,163.77  | Bill Payment |
| 03/05/2026 | 14808   | New Readers Press                         | CLLS S&M Budget, ESL S&M Budget PO 303 & 317                          | 600.81    | Bill Payment |
| 03/05/2026 | 14809   | Emcor Services - Mesa Energy              | Maintenance Period 03/01/26-05/31/26                                  | 2,542.00  | Bill Payment |
| 03/05/2026 | 14810   | Midwest Tape                              | Blurays   | 71.69     | Bill Payment |
| 03/05/2026 | 14811   | Placentia Round Table Women's Club        | Placentia Round Table Women's Club Renewal FY 26/27 SD                | 45.00     | Bill Payment |
| 03/05/2026 | 14812   | OverDrive                                 | Ebooks and Audiobooks   | 2,082.34  | Bill Payment |
| 03/05/2026 | 14813   | Jeanette Contreras                        | Flight reimbursement for ALA Conference                               | 3,568.05  | Bill Payment |
| 03/05/2026 | 14814   | Placentia Library District                | For payroll on 03/25/26   | 80,000.00 | Bill Payment |
| 03/05/2026 | 14815   | Cintas                                    | Janitorial supplies   | 555.43    | Bill Payment |
| 03/05/2026 | 14816   | Margaret Hatanaka                         | Mileage reimbursement for SLS Children's Committee Meeting            | 28.27     | Bill Payment |
| 03/05/2026 | 14817   | SDRMA                                     | Medical & Ancillary Benefits April 2026                               | 33,908.19 | Bill Payment |
| 03/05/2026 | 14818   | Postal Annex                              | eXPLORE Spring  | 897.19    | Bill Payment |
| 03/05/2026 | 14819   | Legacy Integrative Solutions              | Service from 01/28/26-02/28/26  | 1,059.94  | Bill Payment |
| 03/05/2026 | 14820   | Dewey Pest Control                        | March Service   | 90.00     | Bill Payment |
| 03/06/2026 | 14821   | Midwest Tape-Hoopla                       | Blurays   | 8,749.80  | Bill Payment |
| 03/06/2026 | 14822   | Southern California Edison                | Service from 01/30/26-03/02/26  | 4,598.27  | Bill Payment |
| 03/23/2026 | 14823   | IDS Group Inc.                            | HVAC Mechanical Screens Design Development and Construction Documents | 8,288.00  | Bill Payment |
| 03/23/2026 | 14824   | JV Plumbing                               | Service to clear the men's public restroom toilet                     | 155.00    | Bill Payment |
| 03/23/2026 | 14825   | Staples, Inc.                             | Hand towels for restrooms, toilet paper, and hand soap                | 804.72    | Bill Payment |
| 03/23/2026 | 14826   | Eagle Multi Media Productions             | February 2026 IT Support Services                                     | 7,345.42  | Bill Payment |
| 03/23/2026 | 14827   | New Readers Press                         | ESL S&M Budget PO 317   | 82.36     | Bill Payment |
| 03/23/2026 | 14828   | Charter Communications                    | Service from 03/12/26-04/11/26  | 103.17    | Bill Payment |
| 03/23/2026 | 14829   | Public Agency Retirement Services         | Contributions for payroll on 03/11/26                                 | 2,737.88  | Bill Payment |
| 03/23/2026 | 14830   | Bibliotheca LLC                           | RFID Workstation PO 315   | 1,218.01  | Bill Payment |
| 03/23/2026 | 14831   | CliftonLarsonAllenLLP                     | FY25 Financial Audit billing  | 16,485.00 | Bill Payment |
| 03/23/2026 | 14832   | Jeanette Contreras                        | Reimbursement for flight changes                                      | 61.00     | Bill Payment |

09:51 A.M.  
04/01/26  
Accrual Basis

**Placentia Library District  
Check Register  
March 2026**

| <b>Date</b>  | <b>Ref No.</b> | <b>Payee</b>                                 | <b>Memo</b>   | <b>Payment</b>       | <b>Type</b>  |
|--------------|----------------|--|---|----------------------|--------------|
| 03/23/2026   | 14833          | Placentia Library District                   | For payroll on 04/08/26   | 80,000.00            | Bill Payment |
| 03/23/2026   | 14834          | Woodruff & Smart, APC                        | For Services Rendered Through 02/28/26  | 2,594.70             | Bill Payment |
| 03/23/2026   | 14835          | Glasby Maintenance Supply                    | Janitorial Supplies   | 504.67               | Bill Payment |
|              |                |  | Deep Freeze Perpetual License, version upgrade,<br>one year of maintenance for Memory Lab Mac (PO<br>322) | 94.50                | Bill Payment |
| 03/23/2026   | 14836          | Faronics                                     | Janitorial supplies   | 860.19               | Bill Payment |
| 03/23/2026   | 14837          | Cintas                                       | Service from 02/02/26-03/01/26  | 272.75               | Bill Payment |
| 03/23/2026   | 14838          | CALNET3                                      | Service from 02/04/26-03/04/26  | 918.27               | Bill Payment |
| 03/23/2026   | 14839          | Golden State Water<br>Company                | Civic Center Teacher Guides, Civic Center Student<br>Guides, Authors Luncheon Programs                    | 802.30               | Bill Payment |
| 03/23/2026   | 14840          | Placentia-Yorba Linda<br>Unified School Dist | Recycling Service 02/01/26-02/28/26   | 363.88               | Bill Payment |
| 03/23/2026   | 14841          | Republic Services                            | Pickup Service 03/01/26-03/31/26  |                      |              |
| <b>TOTAL</b> |                |  |   | <b>\$ 301,063.81</b> |              |

**PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES**

**TO:** Library Board of Trustees

**FROM:** Carlo Maskarino, Business Manager

**SUBJECT:** Fund Balance Report through March 2026 for Placentia Library District Investment Fund with State of California Local Agency Investment Fund (LAIF)

**DATE:** April 27, 2026

| <b>Fiscal Year 2025-2026</b> |      |
|------------------------------|------|
| 7/31/2025                    | 0.00 |
| 8/31/2025                    | 0.00 |
| 9/30/2025                    | 0.00 |
| 10/31/2025                   | 0.00 |
| 11/30/2025                   | 0.00 |
| 12/31/2025                   | 0.00 |
| 1/31/2026                    | 0.00 |
| 2/28/2026                    | 0.00 |
| 3/31/2026                    | 0.00 |
| 4/30/2026                    |      |
| 5/31/2026                    |      |
| 6/30/2026                    |      |

| <b>Fiscal Year 2024-2025</b> |            |
|------------------------------|------------|
| 7/31/2024                    | 852,276.28 |
| 8/31/2024                    | 855,407.23 |
| 9/30/2024                    | 858,520.48 |
| 10/31/2024                   | 861,666.97 |
| 11/30/2024                   | 864,837.12 |
| 12/31/2024                   | 867,971.89 |
| 1/31/2025                    | 871,184.42 |
| 2/28/2025                    | 0.00       |
| 3/31/2025                    | 0.00       |
| 4/30/2025                    | 0.00       |
| 5/31/2025                    | 0.00       |
| 6/30/2025                    | 0.00       |



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**PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES**

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**TO:** Library Board of Trustees

**FROM:** Carlo Maskarino, Business Manager

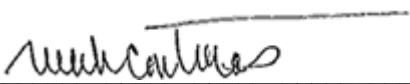
**SUBJECT:** **Financial Reports through March 2026 for the Placentia Library District's Investment and Banking Accounts**

**DATE:** April 27, 2026

**Summary of Cash and Investments as of March 31, 2026**

|                                     |           |                     |
|-------------------------------------|-----------|---------------------|
| Cash with State of California LAIF  | \$        | -                   |
| Cash with California CLASS          | \$        | 708,890.65          |
| <i>(Impact Fees – Restricted)</i>   | \$        | 108,238.83          |
| General Fund Checking – BMO         | \$        | 1,605,171.56        |
| General Fund Savings – BMO          | \$        | 1,118,767.07        |
| Payroll Checking – Wells Fargo Bank | \$        | 120,416.51          |
| <b>Total Cash and Investments</b>   | <b>\$</b> | <b>3,553,245.79</b> |

I hereby certify that the investments are in compliance with Placentia Library District Policy 3035 – Investment of District Funds, as adopted by the Library Board of Trustees, and California Government Code Section 53646(b)(1); and that Placentia Library District has the ability to meet its budgeted expenditures for the next six (6) months.



Jeanette Contreras  
Library Director



PLACENTIA LIBRARY DISTRICT  
 YTD REVENUE REPORT  
 AS OF MARCH 31, 2026

| Acct #                                  | DESCRIPTION                            | BUDGET    | YTD ACTUAL | BALANCE   | PERCENT % RECEIVED |
|---|--|-----------|------------|-----------|--------------------|
| <b>PROPERTY TAX REVENUE</b>             |  |           |            |           |                    |
| 4010                                    | Property Taxes - Current Secured       | 3,352,095 | 2,496,471  | (855,624) | 74.5%              |
| 4020                                    | Property Taxes - Current Unsecured     | 100,576   | 88,172     | (12,404)  | 87.7%              |
| 4050                                    | Property Taxes - Curr Supplemental     | 76,353    | 46,578     | (29,775)  | 61.0%              |
| 4070                                    | Interest on Unapport Tax               | 8,575     | 3,353      | (5,222)   | 39.1%              |
| 4080                                    | Penalties & Costs on Delinq Taxes      | 28,940    | 34,310     | 5,370     | 118.6%             |
| 4090                                    | Taxes Special Dist Augmentation        | 9,451     | 4,901      | (4,550)   | 51.9%              |
| * 4180                                  | Other Revenue                          | 0         | 41,942     | 41,942    | -                  |
| 4190                                    | State - Homeowners Property Tax Relief | 12,491    | 5,949      | (6,542)   | 47.6%              |
|   | Sub Total                              | 3,588,481 | 2,721,676  | (866,805) | 75.8%              |
| <b>INTEREST REVENUE</b>                 |  |           |            |           |                    |
| 4600                                    | Interest                               | 134,883   | 50,915     | (83,969)  | 37.7%              |
|   | Sub Total                              | 134,883   | 50,915     | (83,969)  | 37.7%              |
| <b>GRANT REVENUE</b>                    |  |           |            |           |                    |
| 4210                                    | State Grants                           | 120,000   | 123,986    | 3,986     | 103.3%             |
| 4220,4230                               | Fed/Other Grants                       | 2,500     | 0          | (2,500)   | 0.0%               |
|   | Sub Total                              | 122,500   | 123,986    | 1,486     | 101.2%             |
| <b>MISCELLANEOUS REVENUES</b>           |  |           |            |           |                    |
| 4410                                    | PLFF Grants                            | 48,000    | 47,919     | (81)      | 99.8%              |
| 4310                                    | Fines & Fees                           | 15,249    | 17,217     | 1,968     | 112.9%             |
| 4320, 4330                              | Passport/Photos                        | 227,775   | 171,344    | (56,431)  | 75.2%              |
| 4340                                    | Meeting Room Fees                      | 2,115     | 4,185      | 2,070     | 197.9%             |
| * 4430                                  | Other: Miscellaneous                   | 0         | 11,763     | 11,763    | -                  |
|   | Sub Total                              | 293,139   | 252,429    | (40,710)  | 86.1%              |
| <b>TOTAL REVENUES YTD FOR FY 25/26:</b> |  | 4,139,003 | 3,149,005  | (989,998) | 76.1%              |

|   | BEGINNING BALANCE | END BALANCE |
|---|-------------------|-------------|
| <b>CASH, INVESTMENTS, &amp; LIBRARY IMPACT FEES</b> |                   |             |
| Cash/Investments                                    | 3,570,992         | 3,553,246   |
| Impact Fees - Restricted Funds                      | 88,462            | 108,239     |

\* Mathematically unable to divide by zero.

**PLACENTIA LIBRARY DISTRICT  
EXPENDITURES REPORT  
as of March 31, 2026**

|   |  | 75% of the year completed. |                    |             |                    |  |
|---|--|----------------------------|--------------------|-------------|--------------------|--|
| ACCOUNT                                 | DESCRIPTION                                | APPROPRIATIONS             | EXPENDED           | CURRENT     | REMAINDER          |  |
| <b>SALARIES &amp; EMPLOYEE BENEFITS</b> |  |                            |                    |             |                    |  |
| 5010, 5020                              | Salaries & Wages                           | 1,935,516                  | 1,345,988          | 0.70        | 589,528            |  |
| 5030                                    | Retirement & Post Employment Trust 115     | 76,751                     | 52,135             | 0.68        | 24,616             |  |
| 5040                                    | Unemployment Insurance                     | 0                          | 0                  | 0.00        | 0                  |  |
| 5050                                    | Health Insurance                           | 342,257                    | 265,942            | 0.78        | 76,315             |  |
| 5060                                    | Life Insurance                             | 5,412                      | 3,205              | 0.59        | 2,207              |  |
| 5064                                    | Dental Insurance                           | 14,563                     | 7,460              | 0.51        | 7,103              |  |
| 5066                                    | AD & D Insurance                           | 7,088                      | 4,146              | 0.58        | 2,942              |  |
| 5068                                    | Vision Insurance                           | 2,651                      | 1,738              | 0.66        | 913                |  |
| 5070                                    | Workers' Compensation Insurance            | 22,845                     | 6,750              | 0.30        | 16,095             |  |
| 5090                                    | Education Assistance Program               | 2,500                      | 0                  | 0.00        | 2,500              |  |
|   | <b>TOTAL</b>                               | <b>\$2,409,583</b>         | <b>\$1,687,364</b> | <b>0.70</b> | <b>\$722,219</b>   |  |
| <b>SERVICES &amp; SUPPLIES</b>          |  |                            |                    |             |                    |  |
| 5099                                    | Property & Liability Insurance             | 83,352                     | 54,737             | 0.66        | 28,615             |  |
| 5100-5140                               | Communications, Internet, Cable            | 41,521                     | 3,441              | 0.08        | 38,080             |  |
| 5150-5180                               | Janitorial Supplies & Services             | 87,142                     | 60,716             | 0.70        | 26,426             |  |
| 5160                                    | Refuse Disposal                            | 5,271                      | 3,559              | 0.68        | 1,712              |  |
| 5205                                    | Maintenance Equipment                      | 16,190                     | 10,527             | 0.65        | 5,663              |  |
| 5200, 5210-5280                         | Building & Maintenance                     | 317,417                    | 110,775            | 0.35        | 206,642            |  |
| 5290-5292                               | Memberships                                | 12,378                     | 10,191             | 0.82        | 2,187              |  |
| 5300-5350                               | Office Expenses & Postage                  | 168,891                    | 81,584             | 0.48        | 87,307             |  |
| 5400-5480                               | Prof./Specialized Services                 | 320,997                    | 243,164            | 0.76        | 77,833             |  |
| 5490                                    | Loan Obligation (i-bank)                   | 75,645                     | 73,448             | 0.97        | 2,197              |  |
| 5495, 5910, 5920                        | Programs, PLFF Grant, Fed & State Grant    | 50,000                     | 34,485             | 0.69        | 15,515             |  |
| 5500                                    | Books/Library Materials                    | 274,000                    | 181,737            | 0.66        | 92,263             |  |
| 5600                                    | Travel & Meetings/Professional Development | 40,000                     | 34,588             | 0.86        | 5,412              |  |
| 5700                                    | Mileage/Parking                            | 1,962                      | 891                | 0.45        | 1,071              |  |
| 5800                                    | Utilities                                  | 105,525                    | 57,614             | 0.55        | 47,911             |  |
| 5900                                    | Bookmobile - Vehicle                       | 350,000                    | 61,119             | 0.17        | 288,881            |  |
| 5901                                    | Bookmobile - Collection                    | 0                          | 0                  | 0.00        | 0                  |  |
| 5902                                    | Bookmobile - Supplies & Materials          | 2,000                      | 453                | 0.23        | 1,547              |  |
| 5904                                    | Bookmobile - Other                         | 2,000                      | 2,785              | 1.39        | (785)              |  |
| 6000                                    | Other                                      | 5,000                      | 1,526              | 0.31        | 3,474              |  |
| 6100                                    | Taxes and Assessments                      | 10,249                     | 9,961              | 0.97        | 288                |  |
|   | <b>TOTAL</b>                               | <b>\$1,969,540</b>         | <b>\$1,037,302</b> | <b>0.53</b> | <b>\$932,238</b>   |  |
| <b>RESTRICTED FUNDS</b>                 |  |                            |                    |             |                    |  |
|   | <b>OPERATING EXPENSES</b>                  | <b>\$4,379,123</b>         | <b>\$2,724,666</b> | <b>0.62</b> | <b>\$1,654,457</b> |  |
|   | Library Impact Fees                        | 1,174,734                  | 1,066,496          | 0.91        | \$108,239          |  |
|   | <b>TOTAL BUDGET</b>                        | <b>\$4,379,123</b>         | <b>\$2,724,666</b> | <b>0.62</b> | <b>\$1,654,457</b> |  |

**PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES**

**TO:** Jeanette Contreras, Library Director

**FROM:** Yesenia Baltierra, Assistant Library Director

**SUBJECT:** Acquisitions Report for March 2026

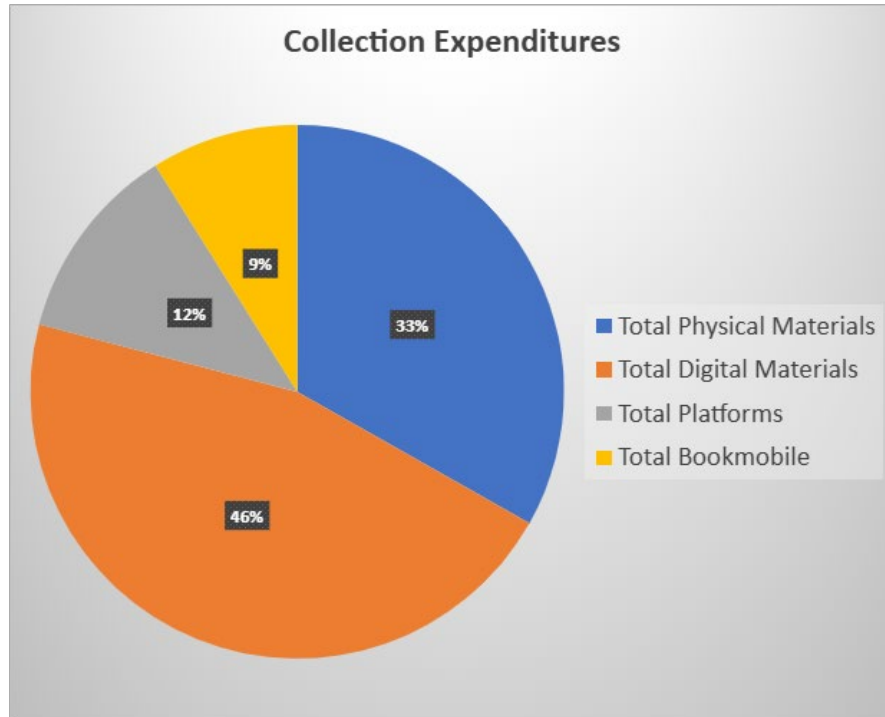
**DATE:** April 27, 2026

**MONTHLY STATISTICS**

| <b>Total Budget</b> | <b>FY 2025-26</b>  | <b>% Spent</b> | <b>FY 2024-25</b> | <b>% Spent</b> |
|---------------------|--------------------|----------------|-------------------|----------------|
| <b>Library</b>      | <b>\$265,000</b>   | <b>75%</b>     | <b>\$342,328</b>  | <b>72%</b>     |
| <b>Bookmobile</b>   | <b>\$9,000</b>     | <b>217%</b>    | <b>\$90,000</b>   | <b>30%</b>     |
| <b>Total Budget</b> | <b>\$274,000 ^</b> | <b>80%</b>     | <b>\$432,328</b>  | <b>63%</b>     |

^ Budget updated, as approved by Board on March 23, 2026

| <b>Collection Expenditures</b>       | <b>March 2026</b> | <b>March 2025</b> | <b>FY-T-D FY 2025-26</b> | <b>FY-T-D FY 2024-25</b> | <b>FY-T-D % changed</b> |
|--------------------------------------|-------------------|-------------------|--------------------------|--------------------------|-------------------------|
| Print Materials                      | \$14,958          | \$13,359          | \$52,647                 | \$86,579                 | -39%                    |
| Serial Subscription                  | \$0               | \$947             | \$2,965                  | \$3,409                  | -13%                    |
| Audio Materials                      | \$1,350           | \$1,422           | \$7,907                  | \$7,752                  | 2%                      |
| Video Materials                      | \$459             | \$696             | \$3,909                  | \$5,796                  | -33%                    |
| LOTs                                 | \$0               | \$0               | \$5,162                  | \$4,682                  | 10%                     |
| <b>Total Physical Materials</b>      | <b>\$16,768</b>   | <b>\$16,245</b>   | <b>\$72,590</b>          | <b>\$108,218</b>         | <b>-33%</b>             |
| Digital eBooks                       | \$2,516           | \$4,708           | \$23,985                 | \$26,355                 | -9%                     |
| Digital eAudiobooks                  | \$7,532           | \$7,700           | \$64,402                 | \$58,389                 | 10%                     |
| Digital Videos                       | \$512             | \$1,468           | \$5,738                  | \$12,860                 | -55%                    |
| Digital Magazines                    | \$27              | \$51              | \$5,219                  | \$5,840                  | -11%                    |
| Digital Music                        | \$74              | \$124             | \$995                    | \$7,003                  | -86%                    |
| <b>Total Digital Materials</b>       | <b>\$10,660</b>   | <b>\$14,050</b>   | <b>\$100,339</b>         | <b>\$110,518</b>         | <b>-9%</b>              |
| Online Learning Platforms            | \$0               | \$0               | \$26,298                 | \$26,740                 | -2%                     |
| <b>Total Platforms</b>               | <b>\$0</b>        | <b>\$0</b>        | <b>\$26,298</b>          | <b>\$26,740</b>          | <b>-2%</b>              |
| Bookmobile Print Materials           | \$0               | \$16,167          | \$5,257                  | \$26,672                 | -80%                    |
| Bookmobile Audio Materials           | \$0               | \$0               | \$4,897                  | \$0                      | 0%                      |
| Bookmobile Digital                   | \$0               | \$0               | \$0                      | \$0                      | 0%                      |
| Bookmobile LOTs                      | \$0               | \$0               | \$9,348                  | \$0                      | 0%                      |
| <b>Total Bookmobile</b>              | <b>\$0</b>        | <b>\$16,167</b>   | <b>\$19,502</b>          | <b>\$26,672</b>          | <b>-27%</b>             |
| <b>Total Collection Expenditures</b> | <b>\$27,428</b>   | <b>\$46,641</b>   | <b>\$218,729</b>         | <b>\$272,147</b>         | <b>-20%</b>             |



| Titles Added                    | March 2026   | March 2025   | FY-T-D FY 2025-26 | FY-T-D FY 2024-25 | FY-T-D % changed |
|---------------------------------|--------------|--------------|-------------------|-------------------|------------------|
| Print Materials                 | 810          | 512          | 2,313             | 3,423             | -32%             |
| Serial Subscription             | 0            | 0            | 2                 | 4                 | -50%             |
| Audio Materials                 | 18           | 84           | 110               | 179               | -39%             |
| Video Materials                 | 33           | 8            | 108               | 123               | -12%             |
| LOTs                            | 1            | 0            | 30                | 0                 | -*               |
| <b>Total Physical Materials</b> | <b>862</b>   | <b>604</b>   | <b>2,563</b>      | <b>3,729</b>      | <b>-31%</b>      |
| Digital eBooks                  | 987          | 1,451        | 9,202             | 10,151            | -9%              |
| Digital eAudiobooks             | 2,403        | 2,643        | 21,399            | 20,232            | 6%               |
| Digital Videos                  | 243          | 698          | 2,656             | 5,857             | -55%             |
| Digital Magazines               | 11           | 19           | 6,413             | 5,822             | 10%              |
| Digital Music                   | 48           | 81           | 651               | 725               | -10%             |
| <b>Total Digital Materials</b>  | <b>3,692</b> | <b>4,892</b> | <b>40,321</b>     | <b>42,787</b>     | <b>-6%</b>       |
| Online Learning Platforms       | 0            | 1            | 7                 | 6                 | 17%              |
| <b>Total Platforms</b>          | <b>0</b>     | <b>1</b>     | <b>7</b>          | <b>6</b>          | <b>17%</b>       |
| Bookmobile Print Materials      | 0            | 520          | 413               | 627               | -34%             |
| Bookmobile Audio Materials      | 0            | 0            | 67                | 0                 | -*               |
| Bookmobile Digital              | 0            | 0            | 0                 | 0                 | 0%               |
| Bookmobile LOTs                 | 8            | 0            | 20                | 0                 | -*               |
| <b>Total Bookmobile</b>         | <b>8</b>     | <b>520</b>   | <b>500</b>        | <b>627</b>        | <b>-20%</b>      |
| <b>Total Titles Added</b>       | <b>4,562</b> | <b>6,017</b> | <b>43,391</b>     | <b>47,149</b>     | <b>-8%</b>       |

| <b>All Materials Held</b>        | <b>March</b> | <b>February</b> | <b>Month to Month</b> |
|----------------------------------|--------------|-----------------|-----------------------|
|                                  | <b>2026</b>  | <b>2026</b>     | <b>% changed</b>      |
| <b>Total Library Physical</b>    | 74,143       | 73,905          | <b>0%</b>             |
| <b>Total Digital</b>             | 2,269,136    | 2,242,893       | <b>1%</b>             |
| <b>Total Bookmobile Physical</b> | 3,018        | 3,081           | <b>-2%</b>            |
| <b>Total All Materials</b>       | 2,346,297    | 2,319,879       | <b>1%</b>             |

| <b>Library Children's Physical Materials Held</b> | <b>March</b>  | <b>February</b> | <b>Month to Month</b> |
|---|---------------|-----------------|-----------------------|
|   | <b>2026</b>   | <b>2026</b>     | <b>% changed</b>      |
| Children's Fiction                                | 23,678        | 23,647          | <b>0%</b>             |
| Children's Nonfiction                             | 11,545        | 11,463          | <b>1%</b>             |
| Children's Spanish                                | 2,979         | 2,997           | <b>-1%</b>            |
| Children's Audiobook                              | 1,211         | 1,235           | <b>-2%</b>            |
| Children's DVD/Video                              | 1,328         | 1,340           | <b>-1%</b>            |
| Children's LOTS                                   | 68            | 68              | <b>0%</b>             |
| <b>TOTAL Library Children's Physical Material</b> | <b>40,809</b> | <b>40,750</b>   | <b>0%</b>             |

| <b>Library Adult/Teen Physical Materials Held</b> | <b>March</b>  | <b>February</b> | <b>Month to Month</b> |
|---|---------------|-----------------|-----------------------|
|   | <b>2026</b>   | <b>2026</b>     | <b>% changed</b>      |
| Adult Fiction                                     | 14,166        | 14,095          | <b>1%</b>             |
| Adult Nonfiction                                  | 11,252        | 11,190          | <b>1%</b>             |
| Adult Foreign Language                            | 1,147         | 1,132           | <b>1%</b>             |
| Adult Audiobook                                   | 811           | 812             | <b>0%</b>             |
| Adult DVD/Video                                   | 2,736         | 2,734           | <b>0%</b>             |
| Adult LOTS  | 176           | 155             | <b>14%</b>            |
| Vinyl Records                                     | 198           | 194             | <b>2%</b>             |
| Video Games                                       | 398           | 397             | <b>0%</b>             |
| Teen Fiction                                      | 2,215         | 2,211           | <b>0%</b>             |
| Teen Nonfiction                                   | 235           | 235             | <b>0%</b>             |
| <b>TOTAL Library Adult/Teen Physical Material</b> | <b>33,334</b> | <b>33,155</b>   | <b>1%</b>             |

| <b>Digital Material Held</b>          | <b>March</b>     | <b>February</b>  | <b>Month to Month</b> |
|---------------------------------------|------------------|------------------|-----------------------|
|                                       | <b>2026</b>      | <b>2026</b>      | <b>% changed</b>      |
| eBooks                                | 1,202,075        | 1,193,127        | 1%                    |
| Digital Audiobooks                    | 403,791          | 397,924          | 1%                    |
| Digital Videos                        | 97,265           | 96,600           | 1%                    |
| Digital Magazines                     | 6,704            | 6,670            | 1%                    |
| Digital Music                         | 559,295          | 548,566          | 2%                    |
| Online Learning Platforms             | 6                | 6                | 0%                    |
| <b>TOTAL Library Digital Material</b> | <b>2,269,136</b> | <b>2,242,893</b> | <b>1%</b>             |

| <b>Library of Things Held</b>     | <b>March</b> | <b>March</b> | <b>FY-T-D</b>    |
|-----------------------------------|--------------|--------------|------------------|
|                                   | <b>2026</b>  | <b>2025</b>  | <b>% changed</b> |
| Library Children's LOTs Items     | 68           | 68           | 0%               |
| Library Adult LOTs Items          | 109          | 91           | 20%              |
| <b>Total Placentia LOTs Items</b> | <b>177</b>   | <b>159</b>   | <b>11%</b>       |

| <b>Library of Things Updates</b> | <b>March</b> | <b>March</b> | <b>FY-T-D</b>     | <b>FY-T-D</b>     | <b>FY-T-D</b>    |
|----------------------------------|--------------|--------------|-------------------|-------------------|------------------|
|                                  | <b>2026</b>  | <b>2025</b>  | <b>FY 2025-26</b> | <b>FY 2024-25</b> | <b>% changed</b> |
| New LOTs Items Added             | 1            |              | 30                |                   |                  |
| LOTs Items Replaced              | 4            |              | 20                |                   |                  |
| LOTs Items Removed               | 5            |              | 19                |                   |                  |

| <b>Bookmobile Library of Things Updates</b> | <b>March</b> | <b>March</b> | <b>FY-T-D</b>     | <b>FY-T-D</b>     | <b>FY-T-D</b>    |
|---|--------------|--------------|-------------------|-------------------|------------------|
|   | <b>2026</b>  | <b>2025</b>  | <b>FY 2025-26</b> | <b>FY 2024-25</b> | <b>% changed</b> |
| New LOTs Items Added                        | 8            |              | 20                |                   |                  |
| LOTs Items Replaced                         | 0            |              | 0                 |                   |                  |
| LOTs Items Removed                          | 0            |              | 0                 |                   |                  |

| <b>Bookmobile Children's Physical Materials Held</b> | <b>March</b> | <b>February</b> | <b>Month to Month</b> |
|--|--------------|-----------------|-----------------------|
|  | <b>2026</b>  | <b>2026</b>     | <b>% changed</b>      |
| Children's Fiction                                   | 1,787        | 1,858           | -4%                   |
| Children's Nonfiction                                | 682          | 682             | 0%                    |
| Children's Spanish                                   | 297          | 297             | 0%                    |
| Children's Audiobook                                 | 70           | 70              | 0%                    |
| Children's DVD/Video                                 | 0            | 0               | 0%                    |
| Children's LOTs                                      | 20           | 12              | 67%                   |
| <b>TOTAL All Children's Physical Material</b>        | <b>2,856</b> | <b>2,919</b>    | <b>-2%</b>            |

| <b>Bookmobile Adult/Teen Physical Materials Held</b> | <b>March</b> | <b>February</b> | <b>Month to Month</b> |
|--|--------------|-----------------|-----------------------|
|  | <b>2026</b>  | <b>2026</b>     | <b>% changed</b>      |
| Adult Fiction  | 44           | 44              | 0%                    |
| Adult Nonfiction                                     | 0            | 0               | 0%                    |
| Adult Spanish  | 0            | 0               | 0%                    |
| Teen Fiction   | 77           | 77              | 0%                    |
| Teen Nonfiction                                      | 41           | 41              | 0%                    |
| <b>TOTAL All Adult/Teen Physical Material</b>        | <b>162</b>   | <b>162</b>      | <b>0%</b>             |

\*Mathematically unable to divide by zero.



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**PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES**

**TO:** Library Board of Trustees

**FROM:** Carlo Maskarino, Business Manager

**SUBJECT:** Service Revenue Activities Report for March 2026

**DATE:** April 27, 2026

**Net Revenue Summary for March 2026**

|                 |                  |                  | YTD               | YTD               |
|-----------------|------------------|------------------|-------------------|-------------------|
|                 | Mar-26           | Mar-25           | 2025-2026         | 2024-2025         |
| Passport        | 19,009           | 25,095           | 120,771           | 147,100           |
| Passport Photos | 8,095            | 10,900           | 50,574            | 61,060            |
| Fines & Fees    | 2,075            | 2,515            | 17,217            | 13,279            |
| Meeting Room    | 375              | 0                | 4,185             | 2,350             |
| <b>TOTAL</b>    | <b>\$ 29,554</b> | <b>\$ 38,510</b> | <b>\$ 192,746</b> | <b>\$ 223,789</b> |



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**PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES**

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**TO:** Library Board of Trustees

**FROM:** Carlo Maskarino, Business Manager

**SUBJECT:** Personnel Report for March 2026

**DATE:** April 27, 2026

|                             |        |        | YTD       | YTD       |
|-----------------------------|--------|--------|-----------|-----------|
|                             | Mar-26 | Mar-25 | 2025-2026 | 2024-2025 |
| Separation                  | 0      | 0      | 3         | 1         |
| Retirement                  | 0      | 0      | 0         | 0         |
| Appointments                | 0      | 0      | 4         | 4         |
| Open Positions              | 0      | 0      | 0         | 2         |
| Workers' Compensation Leave | 0      | 0      | 0         | 0         |
| <b>TOTAL</b>                | 0      | 0      | 7         | 7         |

**SEPARATION:**

None

**RETIREMENT:**

None

**APPOINTMENTS:**

None

**OPEN POSITIONS:**

None

**WORKERS COMPENSATION LEAVE:**

None



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**PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES**

**TO:** Library Board of Trustees  
**FROM:** Carlo Maskarino, Business Manager  
**SUBJECT:** City of Placentia - Shared Maintenance Costs through March 2026  
**DATE:** April 27, 2026

**CITY OF PLACENTIA INVOICES**

| PERIOD COVERED      | INVOICE DATE | TURF (Merchants)   | GROUNDS (SA Aquatics) | AT&T            | FACILITY MAINT    | TOTAL              |
|---------------------|--------------|--------------------|-----------------------|-----------------|-------------------|--------------------|
| <b>FY 2025-2026</b> |              |                    |                       |                 |                   |                    |
| Jul-25              | 7/28/2025    | 3,039.62           | 291.20                | 26.28           | 0.00              | 3,357.10           |
| Aug-25              | *            | *                  | *                     | *               | *                 | *                  |
| Sep-25              | *            | *                  | *                     | *               | *                 | *                  |
| Oct-25              | 10/14/2025   | 3,039.62           | 873.60                | 26.10           | 0.00              | 3,939.32           |
| Nov-25              | *            | *                  | *                     | *               | *                 | *                  |
| Dec-25              | *            | *                  | *                     | *               | *                 | *                  |
| Jan-26              | *            | *                  | *                     | *               | *                 | *                  |
| Feb-26              | 2/19/2026    | 4,370.82           | 1,164.80              | 66.26           | 2,474.11          | 8,075.99           |
| Mar-26              | *            | *                  | *                     | *               | *                 | *                  |
| Apr-26              |              |                    |                       |                 |                   |                    |
| May-26              |              |                    |                       |                 |                   |                    |
| Jun-26              |              |                    |                       |                 |                   |                    |
|                     | <b>TOTAL</b> | <b>\$10,450.06</b> | <b>\$2,329.60</b>     | <b>\$118.64</b> | <b>\$2,474.11</b> | <b>\$15,372.41</b> |

\* City Billing Not Received

| PERIOD COVERED      | INVOICE DATE | TURF (Merchants)   | GROUNDS (SA Aquatics) | AT&T            | FACILITY MAINT  | TOTAL              |
|---------------------|--------------|--------------------|-----------------------|-----------------|-----------------|--------------------|
| <b>FY 2024-2025</b> |              |                    |                       |                 |                 |                    |
| Jul-24              | 7/22/2024    | 1,519.81           | 582.40                | 0.00            | 0.00            | 2,102.21           |
| Aug-24              | *            | *                  | *                     | *               | *               | *                  |
| Sep-24              | 9/12/2024    | 1,519.81           | 582.40                | 48.86           | 0.00            | 2,151.07           |
| Oct-24              | 10/17/2024   | 3,039.62           | 291.20                | 13.09           | 0.00            | 2/24/1909          |
| Nov-24              | *            | *                  | *                     | *               | *               | *                  |
| Dec-24              | *            | *                  | *                     | *               | *               | *                  |
| Jan-25              | 1/23/2025    | 3,039.62           | 837.33                | 0.00            | 125.99          | 4,002.94           |
| Feb-25              | *            | *                  | *                     | *               | *               | *                  |
| Mar-25              | 3/20/2025    | 3,039.62           | 582.40                | 26.79           | 0.00            | 3,648.81           |
| Apr-25              | 4/17/2025    | 1,519.81           | 291.20                | 13.24           | 337.83          | 2,162.08           |
| May-25              | 5/28/2025    | 3,039.62           | 582.40                | 26.43           | 97.05           | 3,745.50           |
| Jun-25              | *            | *                  | *                     | *               | *               | *                  |
|                     | <b>TOTAL</b> | <b>\$16,717.91</b> | <b>\$3,749.33</b>     | <b>\$128.41</b> | <b>\$560.87</b> | <b>\$21,156.52</b> |



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**PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES**

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**TO:** Library Board of Trustees

**FROM:** Jeanette Contreras, Library Director

**SUBJECT:** **Administration Report for March 2026**

**DATE:** April 27, 2026

**Meetings:**March 2<sup>nd</sup>

- Meeting with California State Library Consultant: Library Director

March 3<sup>rd</sup>

- LMT Meeting
- Lunch meeting with Huntington Beach Library Director: Library Director

March 5<sup>th</sup>

- Meeting with American Heart Association Representative: Library Director
- Lunch Meeting with City Administrator: Library Director

March 7<sup>th</sup>

- 32nd Annual Author's Luncheon: Assistant Library Director and Business Manager attended PLFF's 32nd Annual Author's Luncheon.

Marth 9<sup>th</sup>

- PLFF Board Meeting: Library Director
- Centennial Steering Committee: Assistant Library Director attended the meeting to receive updates on upcoming events. During the discussion, it was noted that local businesses continue to demonstrate strong community support by offering discounts and promotional incentives to customers.

March 10<sup>th</sup>

- California Library Association (CLA) Conference Planning Committee Meeting: Library Director

March 12<sup>th</sup>

- Meeting with President Carline: Library Director

March 16<sup>th</sup>

- Meeting with Fullerton Public Library Director: Library Director

March 17<sup>th</sup>

- CLA Conference Planning Committee Meeting: Library Director

March 18<sup>th</sup>

- Library Directors Networking Meeting: Library Director
- Audit Debrief Meeting: Business Manager met with Library Director to discuss fiscal year 2024-2025 audit results and recommendations.

March 20<sup>th</sup>

- CSDA Legislative Committee Meeting: Assistant Library Director attended a meeting to receive comprehensive updates on current legislation, including detailed discussions on proposed bills, recent developments, and their current status within the legislative process in preparation of Legislative Days.

March 23<sup>rd</sup>

- Library Board Meeting: Administration Team

March 24<sup>th</sup>

- Student Success Card Network Meeting: Assistant Library Director attended a network meeting where participants engaged in a detailed discussion of the processes such as, coordination among stakeholders, defined roles and responsibilities, implementation timelines, and strategies to ensure a smooth rollout and effective adoption.
- All Staff Meeting

March 26<sup>th</sup>

- Meeting with PLFF Board Member: Library Director
- Library Impact Fee Meeting: Business Manager met with the City of Placentia's Director of Development Services to discuss library impact fees and upcoming projects.

March 31<sup>st</sup>

- CLA Conference Planning Committee Meeting: Library Director

**PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES**

**TO:** Jeanette Contreras, Library Director

**FROM:** Yesenia Baltierra, Assistant Library Director

**SUBJECT:** Circulation Activity Report for March 2026

**DATE:** April 27, 2026

| <b>Children's Circulation - Subtotals</b>         | <b>March</b>  | <b>March</b>  | <b>FY-T-D</b>  | <b>FY-T-D</b>  | <b>FY-T-D</b>   |
|---|---------------|---------------|----------------|----------------|-----------------|
|   | <b>2026</b>   | <b>2025</b>   | <b>2025-26</b> | <b>2024-25</b> | <b>% change</b> |
| Children's Fiction Physical: PLD                  | 8,829         | 9,137         | 90,252         | 83,739         | 8%              |
| Children's Fiction Physical: Bookmobile**         | 203           |               | 379            |                |                 |
| Children's Fiction Digital                        | 1,167         | 1,315         | 10,542         | 11,658         | -10%            |
| <b>Children's Fiction Physical Subtotal</b>       | <b>9,032</b>  | <b>9,137</b>  | <b>90,631</b>  | <b>85,123</b>  | <b>6%</b>       |
| <b>Children's Fiction Digital Subtotal</b>        | <b>1,167</b>  | <b>1,315</b>  | <b>10,542</b>  | <b>11,658</b>  | <b>-10%</b>     |
| <b>Children's Fiction TOTAL</b>                   | <b>10,199</b> | <b>10,452</b> | <b>101,173</b> | <b>96,781</b>  | <b>5%</b>       |
| Children's Nonfiction Physical: PLD               | 2,568         | 2,884         | 22,835         | 23,634         | -3%             |
| Children's Nonfiction Physical: Bookmobile**      | 0             |               | 4              |                |                 |
| Children's Nonfiction Digital                     | 82            | 128           | 895            | 1,102          | -19%            |
| <b>Children's Nonfiction Physical Subtotal</b>    | <b>2,568</b>  | <b>2,884</b>  | <b>22,839</b>  | <b>23,634</b>  | <b>-3%</b>      |
| <b>Children's Nonfiction Digital Subtotal</b>     | <b>82</b>     | <b>128</b>    | <b>895</b>     | <b>1,102</b>   | <b>-19%</b>     |
| <b>Children's Nonfiction TOTAL</b>                | <b>2,650</b>  | <b>3,012</b>  | <b>23,734</b>  | <b>24,736</b>  | <b>-4%</b>      |
| Children's Magazine Digital^^                     | 34            | 22            | 214            | 259            | -17%            |
| <b>Children's Magazine TOTAL</b>                  | <b>34</b>     | <b>22</b>     | <b>214</b>     | <b>259</b>     | <b>-17%</b>     |
| Children's Audiobook Physical: PLD                | 1,114         | 1,005         | 9,231          | 8,473          | 9%              |
| Children's Audiobook Physical: Bookmobile**       | 0             |               | 1              |                |                 |
| Children's Audiobook Digital                      | 811           | 863           | 6,789          | 7,659          | -11%            |
| Children's Music Digital                          | 2             | 9             | 22             | 64             | -66%            |
| <b>Children's Audio Media Physical Subtotal</b>   | <b>1,114</b>  | <b>1,005</b>  | <b>9,232</b>   | <b>8,473</b>   | <b>9%</b>       |
| <b>Children's Audio Media Digital Subtotal</b>    | <b>813</b>    | <b>872</b>    | <b>6,811</b>   | <b>7,723</b>   | <b>-12%</b>     |
| <b>Children's Audio Media TOTAL</b>               | <b>1,927</b>  | <b>1,895</b>  | <b>16,043</b>  | <b>16,240</b>  | <b>-1%</b>      |
| Children's Visual Media Physical: PLD             | 312           | 413           | 2,582          | 2,844          | -9%             |
| Children's Visual Media Physical: Bookmobile**    | 0             |               | 2              |                |                 |
| Children's Visual Media Digital                   | 23            | 75            | 337            | 650            | -48%            |
| <b>Children's Visual Media Physical Subtotal</b>  | <b>312</b>    | <b>413</b>    | <b>2,584</b>   | <b>2,844</b>   | <b>-9%</b>      |
| <b>Children's Visual Media Digital Subtotal</b>   | <b>23</b>     | <b>75</b>     | <b>337</b>     | <b>650</b>     | <b>-48%</b>     |
| <b>Children's Visual Media TOTAL</b>              | <b>335</b>    | <b>488</b>    | <b>2,921</b>   | <b>3,494</b>   | <b>-16%</b>     |
| Children's Library of Things (LOTs): PLD          | 27            | 34            | 284            | 295            | -4%             |
| Children's Library of Things (LOTs): Bookmobile** | 0             |               | 0              |                |                 |
| <b>Children's Library of Things (LOTs) TOTAL</b>  | <b>27</b>     | <b>34</b>     | <b>284</b>     | <b>295</b>     | <b>-4%</b>      |

| Children's Circulation - TOTAL                           | March  | March  | FY-T-D  | FY-T-D  | FY-T-D   |
|--|--------|--------|---------|---------|----------|
|  | 2026   | 2025   | 2025-26 | 2024-25 | % change |
| <b>TOTAL All Children's Physical Content: PLD</b>        | 12,850 | 13,473 | 125,184 | 118,985 | 5%       |
| <b>TOTAL All Children's Physical Content: Bookmobile</b> | 203    |        | 386     |         |          |
| <b>TOTAL All Children's Physical Content</b>             | 13,053 | 13,473 | 125,570 | 118,985 | 6%       |
| <b>TOTAL All Children's Digital Content</b>              | 2,119  | 2,412  | 18,799  | 21,392  | -12%     |
| <b>TOTAL All Children's Content</b>                      | 15,375 | 15,885 | 144,755 | 140,377 | 3%       |

| Children's Circulation: Non-English Materials  | March | March | FY-T-D  | FY-T-D  | FY-T-D   |
|--|-------|-------|---------|---------|----------|
| <i>*These stats are accounted for in the sections above, and are additionally highlighted as special collections</i> | 2026  | 2025  | 2025-26 | 2024-25 | % change |
| Children's Non-English Language Materials*   | 739   | 768   | 10,930  | 6,919   | 58%      |

| Teen Circulation - Subtotals           | March      | March      | FY-T-D       | FY-T-D       | FY-T-D      |
|--|------------|------------|--------------|--------------|-------------|
|  | 2026       | 2025       | 2025-26      | 2024-25      | % change    |
| Teen Fiction Physical: PLD             | 240        | 258        | 2,412        | 2,648        | -9%         |
| Teen Fiction Physical: Bookmobile      | 0          |            | 0            |              |             |
| Teen Fiction Digital^^                 | 411        | 513        | 3,864        | 4,430        | -13%        |
| <b>Teen Fiction Subtotal</b>           | <b>651</b> | <b>771</b> | <b>6,276</b> | <b>7,078</b> | <b>-11%</b> |
| Teen Nonfiction Physical: PLD**        | 20         | 0          | 185          |              |             |
| Teen Nonfiction Physical: Bookmobile** | 0          |            | 0            |              |             |
| Teen Nonfiction Digital                | 18         | 24         | 172          | 187          | -8%         |
| <b>Teen Nonfiction Subtotal</b>        | <b>38</b>  | <b>24</b>  | <b>357</b>   | <b>187</b>   | <b>91%</b>  |
| Teen Audiobook Physical: Bookmobile**  | 0          |            | 0            |              |             |
| Teen Audiobook Digital                 | 596        | 598        | 5,111        | 5,046        | 1%          |
| <b>Teen Audio Media Subtotal</b>       | <b>596</b> | <b>598</b> | <b>5,111</b> | <b>5,046</b> | <b>1%</b>   |

| Teen Circulation - TOTAL                 | March        | March        | FY-T-D        | FY-T-D        | FY-T-D     |
|--|--------------|--------------|---------------|---------------|------------|
|  | 2026         | 2025         | 2025-26       | 2024-25       | % change   |
| <b>Teen Physical Content: PLD</b>        | 260          | 258          | 2,597         | 2,648         | -2%        |
| <b>Teen Physical Content: Bookmobile</b> | 0            |              | 0             |               |            |
| <b>TOTAL All Teen Physical Content</b>   | <b>260</b>   | <b>258</b>   | <b>2,597</b>  | <b>2,648</b>  | <b>-2%</b> |
| <b>Teen Digital Content</b>              | <b>1,025</b> | <b>1,135</b> | <b>9,147</b>  | <b>9,686</b>  | <b>-6%</b> |
| <b>TOTAL All Teen Content</b>            | <b>1,285</b> | <b>1,393</b> | <b>11,744</b> | <b>12,334</b> | <b>-5%</b> |

| Adult Circulation - Subtotals        | March        | March        | FY-T-D        | FY-T-D        | FY-T-D     |
|--------------------------------------|--------------|--------------|---------------|---------------|------------|
|                                      | 2026         | 2025         | 2025-26       | 2024-25       | % change   |
| Adult Fiction Physical: PLD          | 2,559        | 2,330        | 23,620        | 20,491        | 15%        |
| Adult Fiction Physical: Bookmobile** | 0            |              | 0             |               |            |
| Adult Fiction Digital                | 3,121        | 3,770        | 27,688        | 31,597        | -12%       |
| <b>Adult Fiction Subtotal</b>        | <b>5,680</b> | <b>6,100</b> | <b>51,311</b> | <b>52,088</b> | <b>-1%</b> |

|   |              |              |               |               |             |
|---|--------------|--------------|---------------|---------------|-------------|
| Adult Nonfiction Physical: PLD                  | 1,275        | 1,499        | 11,597        | 12,617        | -8%         |
| Adult Nonfiction Physical: Bookmobile**         | 1            |              | 1             |               |             |
| Adult Nonfiction Digital                        | 702          | 1,047        | 7,116         | 8,780         | -19%        |
| <b>Adult Non-Fiction Subtotal</b>               | <b>1,978</b> | <b>2,546</b> | <b>18,719</b> | <b>21,397</b> | <b>-13%</b> |
| Adult Magazine Digital                          | 1,145        | 1,033        | 9,309         | 7,518         | 24%         |
| <b>Adult Magazine Subtotal</b>                  | <b>1,145</b> | <b>1,033</b> | <b>9,309</b>  | <b>7,518</b>  | <b>24%</b>  |
| Adult Audiobook Physical: PLD                   | 37           | 77           | 527           | 844           | -38%        |
| Adult Audiobook Physical: Bookmobile**          | 0            |              | 0             |               |             |
| Adult Audiobook Digital                         | 7,084        | 7,561        | 60,982        | 60,211        | 1%          |
| Adult Music Physical                            | 53           | 148          | 512           | 1,011         | -49%        |
| Adult Music Digital                             | 46           | 72           | 547           | 661           | -17%        |
| <b>Adult Audio Media Subtotal</b>               | <b>7,220</b> | <b>7,858</b> | <b>62,568</b> | <b>62,727</b> | <b>0%</b>   |
| Adult Movies and BluRays Physical: PLD          | 427          | 465          | 3,678         | 4,894         | -25%        |
| Adult Movies and BluRays Physical: Bookmobile** | 0            |              | 0             |               |             |
| Adult Video Games Physical                      | 398          | 351          | 3,298         | 3,335         | -1%         |
| <b>Adult Visual Media Physical TOTAL</b>        | <b>825</b>   | <b>816</b>   | <b>825</b>    | <b>816</b>    | <b>1%</b>   |
| Adult Visual Media Digital                      | 221          | 571          | 221           | 571           | -61%        |
| <b>Adult Visual Media Subtotal</b>              | <b>1,046</b> | <b>1,387</b> | <b>1,046</b>  | <b>1,387</b>  | <b>-25%</b> |
| Adult Library of Things (LOTs): PLD             | 105          | 81           | 808           | 859           | -6%         |
| Adult Library of Things (LOTs): Bookmobile**    | 4            |              | 4             |               |             |
| State Parks Pass: PLD                           | 105          | 66           | 654           | 489           | 34%         |
| <b>Total Adult Library of Things (LOTs)</b>     | <b>214</b>   | <b>147</b>   | <b>1,474</b>  | <b>1,348</b>  | <b>9%</b>   |

|   |               |               |                |                |                 |
|---|---------------|---------------|----------------|----------------|-----------------|
| <b>Adult Circulation - TOTAL</b>          | <b>March</b>  | <b>March</b>  | <b>FY-T-D</b>  | <b>FY-T-D</b>  | <b>FY-T-D</b>   |
|   | <b>2026</b>   | <b>2025</b>   | <b>2025-26</b> | <b>2024-25</b> | <b>% change</b> |
| <b>Adult Physical Content: PLD</b>        | <b>4,959</b>  | <b>5,017</b>  | <b>44,694</b>  | <b>44,540</b>  | <b>0%</b>       |
| <b>Adult Physical Content: Bookmobile</b> | <b>5</b>      |               | <b>21</b>      |                |                 |
| <b>TOTAL ALL Adult Physical Content</b>   | <b>4,964</b>  | <b>5,017</b>  | <b>44,715</b>  | <b>44,540</b>  | <b>0%</b>       |
| <b>Adult Digital Content</b>              | <b>12,319</b> | <b>14,054</b> | <b>108,052</b> | <b>113,296</b> | <b>-5%</b>      |
| <b>TOTAL All Adult Content</b>            | <b>17,283</b> | <b>19,071</b> | <b>152,767</b> | <b>157,836</b> | <b>-3%</b>      |

|  |              |              |                |                |                 |
|--|--------------|--------------|----------------|----------------|-----------------|
| <b>Adult Circulation: Non-English Materials</b>  | <b>March</b> | <b>March</b> | <b>FY-T-D</b>  | <b>FY-T-D</b>  | <b>FY-T-D</b>   |
| <i>*These stats are accounted for in the sections above, and are additionally highlighted as special collections</i> | <b>2026</b>  | <b>2025</b>  | <b>2025-26</b> | <b>2024-25</b> | <b>% change</b> |
| Adult Non-English Language Materials*  | 101          | 98           | 1,203          | 999            | 20%             |

|   |               |               |                |                |                 |
|---|---------------|---------------|----------------|----------------|-----------------|
| <b>All Circulation - TOTAL</b>                  | <b>March</b>  | <b>March</b>  | <b>FY-T-D</b>  | <b>FY-T-D</b>  | <b>FY-T-D</b>   |
|   | <b>2026</b>   | <b>2025</b>   | <b>2025-26</b> | <b>2024-25</b> | <b>% change</b> |
| <b>Total Circulation Physical: PLD^^</b>        | <b>18,069</b> | <b>18,748</b> | <b>172,475</b> | <b>166,173</b> | <b>4%</b>       |
| <b>Total Circulation Physical: Bookmobile**</b> | <b>208</b>    |               | <b>407</b>     |                |                 |
| <b>Total Circulation Digital^^</b>              | <b>15,463</b> | <b>17,601</b> | <b>135,998</b> | <b>144,374</b> | <b>-6%</b>      |

|                                |               |               |                |                |            |
|--------------------------------|---------------|---------------|----------------|----------------|------------|
| <b>Total All Circulation^^</b> | <b>33,740</b> | <b>36,349</b> | <b>308,880</b> | <b>310,547</b> | <b>-1%</b> |
|--------------------------------|---------------|---------------|----------------|----------------|------------|

| <b>Online Database Usage</b>                | <b>March</b> | <b>March</b> | <b>FY-T-D</b>  | <b>FY-T-D</b>  | <b>FY-T-D</b>   |
|---|--------------|--------------|----------------|----------------|-----------------|
| <i>Funded by Placentia Library District</i> | <b>2026</b>  | <b>2025</b>  | <b>2025-26</b> | <b>2024-25</b> | <b>% change</b> |
| ABC Mouse                                   | 4,364        | 3,026        | 24,677         | 15,157         | 63%             |
| Novelist Plus                               | 33           | 123          | 511            | 1,463          | -65%            |
| Novelist Select                             | 1,663        | 2,894        | 14,832         | 20,726         | -28%            |
| Scholastic Teachables                       | 70           | 85           | 872            | 819            | 6%              |
| <b>TOTAL PLD DATABASE USAGE</b>             | <b>6,130</b> | <b>7,556</b> | <b>40,892</b>  | <b>52,108</b>  | <b>-22%</b>     |

| <b>Online Database Usage</b>              | <b>March</b> | <b>March</b> | <b>FY-T-D</b>  | <b>FY-T-D</b>  | <b>FY-T-D</b>   |
|---|--------------|--------------|----------------|----------------|-----------------|
| <i>Funded by California State Library</i> | <b>2026</b>  | <b>2025</b>  | <b>2025-26</b> | <b>2024-25</b> | <b>% change</b> |
| Britannica                                | 66           | 78           | 181            | 394            | -54%            |
| ProQuest                                  | 16           | 2            | 68             | 53             | 28%             |
| ProQuest Culture Grams                    | 3            | 3            | 34             | 30             | 13%             |
| Teaching Books for Libraries              | 229          | 418          | 2,879          | 3,782          | -24%            |
| National Geographic Kids (Gale)           | 1            | 20           | 64             | 89             | -28%            |
| Gale in Context: Environmental Studies    | 0            | 0            | 5              | 11             | -55%            |
| Gale Interactive: Science                 | 0            | 0            | 64             | 58             | 10%             |
| Alexander Street^                         | 0            | 1            | 4              | 7              | -43%            |
| PebbleGo Science K-2                      | 1            | 4            | 22             | 14             | 57%             |
| <b>TOTAL CSL DATABASE USAGE</b>           | <b>316</b>   | <b>526</b>   | <b>3,321</b>   | <b>4,999</b>   | <b>-34%</b>     |
| <b>TOTAL ALL DATABASE USAGE</b>           | <b>6,446</b> | <b>8,082</b> | <b>44,213</b>  | <b>57,107</b>  | <b>-23%</b>     |

\*\*New statistic for FY 25-26

^Mathematically, division by zero is invalid

^^Formula revised to reflect correct data for FY2024-2025

**PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES**

**TO:** Jeanette Contreras, Library Director

**FROM:** Yesenia Baltierra, Assistant Library Director

**SUBJECT:** Children’s Services Report for April 2026

**DATE:** April 27, 2026

| <b>Number of Programs by Type</b> | <b>March</b> | <b>March</b> | <b>FY-T-D</b>  | <b>FY-T-D</b>  | <b>FY-T-D</b>   |
|-----------------------------------|--------------|--------------|----------------|----------------|-----------------|
|                                   | <b>2026</b>  | <b>2025</b>  | <b>2025-26</b> | <b>2024-25</b> | <b>% change</b> |
| Storytime                         | 10           | 13           | 62             | 79             | -22%            |
| Children's Programs               | 4            | 5            | 60             | 80             | -25%            |
| Hangar                            | 3            | 3            | 41             | 18             | 128%            |
| Teen Programs                     | 2            | 2            | 17             | 22             | -23%            |
| Self-Directed                     | 3            | 3            | 40             | 26             | 54%             |
| Outreach                          | 6            | 4            | 25             | 21             | 19%             |
| <b>TOTAL Children/Teen</b>        | <b>28</b>    | <b>30</b>    | <b>245</b>     | <b>246</b>     | <b>0%</b>       |

| <b>Program Attendance by Type</b> | <b>March</b> | <b>March</b> | <b>FY-T-D</b>  | <b>FY-T-D</b>  | <b>FY-T-D</b>   |
|-----------------------------------|--------------|--------------|----------------|----------------|-----------------|
|                                   | <b>2026</b>  | <b>2025</b>  | <b>2025-26</b> | <b>2024-25</b> | <b>% change</b> |
| Storytime                         | 539          | 566          | 3,209          | 3,525          | -9%             |
| Children's Programs               | 180          | 413          | 5,516          | 5,230          | 5%              |
| Hangar                            | 29           | 65           | 458            | 240            | 91%             |
| Teen Programs                     | 27           | 11           | 186            | 146            | 27%             |
| Self-Directed                     | 21           | 22           | 1,628          | 1,596          | 2%              |
| Outreach                          | 269          | 194          | 2,288          | 967            | 137%            |
| <b>TOTAL Children/Teen</b>        | <b>1,065</b> | <b>1,271</b> | <b>13,285</b>  | <b>11,704</b>  | <b>14%</b>      |

| <b>The Hangar Makerspace</b> | <b>March</b> | <b>March</b> | <b>FY-T-D</b>  | <b>FY-T-D</b>  | <b>FY-T-D</b>   |
|------------------------------|--------------|--------------|----------------|----------------|-----------------|
|                              | <b>2026</b>  | <b>2025</b>  | <b>2025-26</b> | <b>2024-25</b> | <b>% change</b> |
| Hangar Activity Hour Visits  | 330          | 391          | 2,872          | 1,942          | 48%             |

**ACHIEVEMENTS**

- Daisy Badge planned and conducted Baby Giggles and Wiggles on March 6 and 20.
- Daisy Badge facilitated Morning Meetups on March 6 and 20.
- Daisy Badge planned and conducted Family Storytime on March 14.
- Daisy Badge was a presenter during Topaz Elementary's Career Day on March 9.
- Mayli Apontti facilitated Read to the Dogs on Monday, March 2.
- Mayli Apontti planned and conducted Family Storytime on March 7 and 21.
- Mayli Apontti planned and conducted Baby Giggles and Wiggles on March 13 and 27.
- Mayli Apontti facilitated Morning Meetups on March 13 and 27.
- Mayli Apontti led the library presentation portion of 3<sup>rd</sup> Grade Visits on March 10 and 31.
- Alex Aguirre planned and conducted PTAC on March 5 and 19.
- Alex Aguirre STEAM Labs! On March 12.
- Alex Aguirre planned and set up crafts for the Hangar for the month of March.
- Alex Aguirre planned and conducted Creating with Cricut on March 8.
- Alex Aguirre assisted Lori Worden with set up and clean up for Sewing 101 on March 21.
- Alex Aguirre coordinated tasks for Venture Academy volunteer on February 4, 11, 18, and 25.
- Alex Aguirre led the Bookmobile presentation portion of 3<sup>rd</sup> Grade Visits on March 10 and 31.
- Damean Sanz and Yomara Solis, Timothy Balen, and Alex Aguirre conducted outreach with the bookmobile at LOT 318 Cypress and Lot 318 Gomez on March 4,11,18, and 25.
- Damean Sanz and Gregory Chavez conducted outreach with the bookmobile for Lakeview Elementary Literacy Night and Golden Elementary Open House on March 19 and 26.

**MEETINGS**

- March 3, Daisy Badge attended the Lunch at the Library Community of Practice #2 meeting where partnerships and programming were the focus. Short presentations were given by the California Department of Food and Agriculture, Readers to Eaters, The Charlie Cart Project, and the Santa Clara City Library.
- March 23, Damean Sanz attended the Library Board of Trustees meeting and presented on bookmobile services.

**PROFESSIONAL DEVELOPMENT**

- N/A

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**PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES**

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**TO:** Jeanette Contreras, Library Director

**FROM:** Yesenia Baltierra, Assistant Library Director

**SUBJECT:** Adult Services Report for March 2026

**DATE:** April 27, 2026

**MONTHLY STATISTICS**

| <b>Number of Programs by Type</b> | <b>March</b> | <b>March</b> | <b>FY-T-D</b>  | <b>FY-T-D</b>  | <b>FY-T-D</b>   |
|-----------------------------------|--------------|--------------|----------------|----------------|-----------------|
|                                   | <b>2026</b>  | <b>2025</b>  | <b>2025-26</b> | <b>2024-25</b> | <b>% change</b> |
| Adult Programs                    | 4            | 5            | 29             | 17             | 71%             |
| History Room                      | 2            | 2            | 2              | 2              | 0%              |
| Literacy                          | 42           | 38           | 292            | 300            | -3%             |
| General Interest                  | 0            | 0            | 3              | 2              | 50%             |
| Self-Directed                     | 1            | 1            | 19             | 9              | 111%            |
| <b>TOTAL Adult</b>                | <b>49</b>    | <b>46</b>    | <b>345</b>     | <b>330</b>     | <b>5%</b>       |

| <b>Program Attendance by Type</b> | <b>March</b> | <b>March</b> | <b>FY-T-D</b>  | <b>FY-T-D</b>  | <b>FY-T-D</b>   |
|-----------------------------------|--------------|--------------|----------------|----------------|-----------------|
|                                   | <b>2026</b>  | <b>2025</b>  | <b>2025-26</b> | <b>2024-25</b> | <b>% change</b> |
| Adult Programs                    | 37           | 49           | 262            | 213            | 23%             |
| History Room                      | 142          | 131          | 142            | 131            | 8%              |
| Literacy                          | 297          | 329          | 2,520          | 2,602          | -3%             |
| General Interest                  | 0            | 0            | 565            | 58             | 874%            |
| Self-Directed                     | 13           | 9            | 851            | 485            | 75%             |
| <b>TOTAL Adult</b>                | <b>489</b>   | <b>518</b>   | <b>4,340</b>   | <b>3,489</b>   | <b>24%</b>      |

| <b>History Room Activity</b> | <b>March</b> | <b>March</b> | <b>FY-T-D</b>  | <b>FY-T-D</b>  | <b>FY-T-D</b>   |
|------------------------------|--------------|--------------|----------------|----------------|-----------------|
|                              | <b>2026</b>  | <b>2025</b>  | <b>2025-26</b> | <b>2024-25</b> | <b>% change</b> |
| History Room Visitors        | 6            | 4            | 21             | 34             | -38%            |
| Memory Lab Appointments      | 13           | 10           | 197            | 81             | 143%            |

| <b>Volunteer Hours</b>       | <b>March</b>  | <b>March</b>  | <b>FY-T-D</b>  | <b>FY-T-D</b>  | <b>FY-T-D</b>   |
|------------------------------|---------------|---------------|----------------|----------------|-----------------|
|                              | <b>2026</b>   | <b>2025</b>   | <b>2025-26</b> | <b>2024-25</b> | <b>% change</b> |
| History Room                 | 0             | 0             | 0              | 0              | 0%              |
| PLFF                         | 322.42        | 278.75        | 1,785          | 2,484          | -28%            |
| General Library              | 158.42        | 110           | 987            | 880            | 12%             |
| Adult Literacy               | 347.25        | 366           | 3,384          | 3,113          | 9%              |
| PTAC                         | 38.52         | 16.5          | 303            | 107            | 183%            |
| Teen Volunteers              | 85.5          | 132.25        | 1,350          | 1,187          | -2%             |
| <b>Total Volunteer Hours</b> | <b>866.61</b> | <b>771.25</b> | <b>6458.18</b> | <b>6584.06</b> | <b>-2%</b>      |
| <b>FTE Equivalent</b>        | <b>5.00</b>   | <b>4.45</b>   | <b>37.26</b>   | <b>37.99</b>   | <b>-2%</b>      |

| <b>Literacy</b>         | <b>FY-T-D</b>  | <b>FY-T-D</b>  | <b>FY-T-D</b>   |
|-------------------------|----------------|----------------|-----------------|
|                         | <b>2025-26</b> | <b>2024-25</b> | <b>% change</b> |
| Adult Literacy Students | 38             | 29             | 31%             |
| Adult ESL Students      | 56             | 74             | -24%            |
| Adult Literacy Tutors   | 39             | 36             | 8%              |
| Adult ESL Tutors        | 51             | 67             | -24%            |

**ACHIEVEMENTS**

- Ruchika Sharda facilitated Literacy Reads – Beg. Book Club on March 4, 11, 18.
- Sally Federman facilitated Literacy Reads – Int. Book Club on March 3, 10, 17, 24, 31.
- Ruchika Sharda coordinated Read, Write, Speak Club on March 6, 13, 20, 27.
- Laurel Dennis and Jullie Bence facilitated ESL Conversation Class at the Whitten Center Tuesdays and Thursdays on March 3, 5, 10, 12, 17, 19, 24, 26, 31.
- Laurel Dennis and Ruchika Sharda facilitated ESL Conversation Class at PLD Tuesday afternoons and Thursday mornings on March 3, 5, 10, 12, 17, 19, 24, 26, 31.
- Sally Federman facilitated Citizenship class on March 5, 12, 19, 26.
- Sally Federman facilitated a Beginner Book Club at the Whitten Center on March 4, 11, 18.
- Sally Federman facilitated a Writing Workshop on March 9 and 21.
- Ruchika Sharda facilitated a Financial Literacy class on March 25.

- Sally Federman facilitated a Tutor In-service on March 9.
- Sally Federman facilitated a Game Day on March 6.
- Tim Balen coordinated the Science Fiction, Fantasy & Graphic Novel Book Club on March 12.
- Tim Balen coordinated the 2026 Reading Program: Your Next Chapter in March.
- Megan Tolman held Adult Book Club on Natalie McCard's behalf on March 10<sup>th</sup> due to conflict with 3<sup>rd</sup> grade visits.
- Natalie McCard coordinated 3<sup>rd</sup> grade civic center tours for Tynes and Wagner Elementary Schools on March 10<sup>th</sup> and March 31<sup>st</sup>.
- Natalie McCard hosted Get Hooked on March 28<sup>th</sup>.

### **MEETINGS**

- On March 18, Sally Federman attended the CLLS Networking meeting online to hear updates and exchange ideas among literacy programs.
- On March 4, Michelle Meades attended the Rotary Meeting, the discussion of next year's officers was undertaken.
- On March 5, Michelle Meades attended the City/Library meeting where upcoming programs were discussed and everyone was excited for 3<sup>rd</sup> grade visits.

### **PROFESSIONAL DEVELOPMENT**

- On March 14 Sally Federman, Amanda Lee, Ruchika Sharda, Jullie Bence, Marie Bae (tutor), Marie Perez (tutor) and Heejeon Chi (learner) attended the SCLLN Conference in Buena Park. There were two workshop sessions. We all attended different sessions and brought back ideas to implement in our classes and tutoring sessions. We got to meet literacy staff and learners from other programs around Southern California and hear about their ideas.



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**PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES**

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**TO:** Jeanette Contreras, Library Director

**FROM:** Yesenia Baltierra, Assistant Library Director

**SUBJECT:** Technology and Website Report for March 2026

**DATE:** April 27, 2026

**MONTHLY STATISTICS**

| <b>Computer and Wi-Fi Usage</b> | <b>March</b> | <b>March</b> | <b>FY-T-D</b>  | <b>FY-T-D</b>  | <b>FY-T-D</b>   |
|---------------------------------|--------------|--------------|----------------|----------------|-----------------|
|                                 | <b>2026</b>  | <b>2025</b>  | <b>2025-26</b> | <b>2024-25</b> | <b>% change</b> |
| Children Computer Usage         | 264          | 327          | 2,517          | 3,057          | -18%            |
| Children AWE Learning Usage     | 600          | 174          | 5,510          | 3,405          | 62%             |
| Teen Computer Usage             | 18           | 55           | 425            | 826            | -49%            |
| Adult Computer Usage            | 1,100        | 964          | 8,926          | 8,006          | 11%             |
| <b>Total Computer Usage</b>     | <b>1,982</b> | <b>1,520</b> | <b>17,378</b>  | <b>15,294</b>  | <b>14%</b>      |
| Wi-Fi Usage                     | 2,125        | 1,876        | 16,261         | 14,066         | 16%             |
| Guest Passes                    | 100          | 97           | 703            | 654            | 7%              |

| <b>Website Traffic</b>                 | <b>March</b> | <b>March</b> | <b>FY-T-D</b>  | <b>FY-T-D</b>  | <b>FY-T-D</b>   |
|--|--------------|--------------|----------------|----------------|-----------------|
|  | <b>2026</b>  | <b>2025</b>  | <b>2025-26</b> | <b>2024-25</b> | <b>% change</b> |
| Website visits                         | 16,512       | 29,153       | 210,427        | 171,352        | 23%             |
| Page Hits                              | 26,485       | 43,020       | 304,011        | 278,155        | 9%              |
| Users                                  | 11,902       | 23,466       | 165,975        | 125,705        | 32%             |
| Placentia Library Online Catalog Usage | 5,687        | 3,058        | 42,409         | 25,820         | 64%             |

| <b>App Usage</b>         | <b>March</b> | <b>March</b>  | <b>FY-T-D</b>  | <b>FY-T-D</b>  | <b>FY-T-D</b>   |
|--------------------------|--------------|---------------|----------------|----------------|-----------------|
|                          | <b>2026</b>  | <b>2025</b>   | <b>2025-26</b> | <b>2024-25</b> | <b>% change</b> |
| App Downloads            | 84           | 64            | 728            | 596            | 22%             |
| App Launches             | 2,630        | 1,788         | 20,541         | 12,835         | 60%             |
| Searches                 | 3,081        | 13,991        | 24,845         | 93,569         | -73%            |
| Requests Placed          | 466          | 272           | 3,641          | 1,951          | 87%             |
| Renewals Done            | 763          | 635           | 6,755          | 3,923          | 72%             |
| <b>App Catalog Usage</b> | <b>3,547</b> | <b>14,263</b> | <b>28,486</b>  | <b>96,948</b>  | <b>-71%</b>     |

**Technology Updates**

- **Self-Registration / Online Applications (PM):** Continued project management, stakeholder coordination, and requirements tracking to move online applications toward implementation readiness.
- **Room/Resource Online Reservation (EB1):** Drafted and advanced an internal memo to support evaluation of EB1 as a modernized, automated reservations workflow for rooms/resources.
- **BlueCloud Testing:** Initiated configuration setup and early testing activities to support future service improvements and integration planning.
- **Bookmobile Support:** Continued troubleshooting and support for bookmobile self-check and printing workflows; coordinated follow-ups tied to system/vendor dependencies.
- **Technology Ops & Controls:** Produced a printer statistics update to support records/financial auditing and internal controls; supported compliance-minded reporting.
- **Infrastructure/Facilities Readiness:** Completed server room cleanup and cable management improvements and completed public PCs and children's PCs cleanup to improve reliability, safety, and maintainability.
- **Operational Support:** Addressed ongoing helpdesk tickets and facility/user support items and coordinated with vendors/partners (Streamline document access call, SirsiDynix meeting).
- **Endpoint Processing:** Continued E-waste PC processing and lifecycle clean-up work to reduce clutter and improve inventory hygiene.

**Summary**

Over the past month, IT focused on maintaining stable daily operations while moving multiple patron-facing projects forward. Routine support remained steady, including helpdesk tickets, Wi-Fi troubleshooting, and targeted device support. At the same time, the team prioritized reliability and maintainability improvements through server room cleanup and cable management work for public and children's PCs, reducing risk of downtime and improving serviceability.

On the project side, work continued with several high-impact initiatives: Self-Registration/Online Applications remained an active project management focus with ongoing coordination and readiness work; BlueCloud moved into early configuration/testing; and the Room/Resource Online Reservation effort advanced through development of an internal EB1 evaluation memo. Additional coordination with vendors and partners (Streamline document access and SirsiDynix discussions) supported broader service planning, while internal controls were strengthened through updated printer statistics reporting for audit/records needs and continued lifecycle processing of end-of-life equipment.

**PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES**

**TO:** Jeanette Contreras, Library Director  
**FROM:** Yesenia Baltierra, Assistant Library Director  
**SUBJECT:** Customer Service Report for March 2026  
**DATE:** April 27, 2026

| <b>Attendance</b>    | <b>March</b> | <b>March</b> | <b>FY-T-D</b>    | <b>FY-T-D</b>    | <b>FY-T-D</b>   |
|----------------------|--------------|--------------|------------------|------------------|-----------------|
|                      | <b>2026</b>  | <b>2025</b>  | <b>2025-2026</b> | <b>2024-2025</b> | <b>% change</b> |
| Number of Days Open  | 31           | 31           | 258              | 236              | 9%              |
| Number of Hours Open | 282          | 279          | 2,353            | 2,141            | 10%             |
| Attendance           | 22,499       | 24,221       | 184,531          | 171,555          | 8%              |

| <b>Card Holders</b>       | <b>March</b>  | <b>March</b>  | <b>FY-T-D</b>    | <b>FY-T-D</b>    | <b>FY-T-D</b>   |
|---------------------------|---------------|---------------|------------------|------------------|-----------------|
|                           | <b>2026</b>   | <b>2025</b>   | <b>2025-2026</b> | <b>2024-2025</b> | <b>% change</b> |
| Child Card Holders        | 17,113        | 16,242        | 151,706          | 127,899          | 5%              |
| Teen Card Holders         | 4,903         | 4,770         | 43,722           | 37,894           | 3%              |
| Adult Card Holders        | 56,301        | 51,402        | 437,400          | 399,439          | 9%              |
| <b>Total Card Holders</b> | <b>78,317</b> | <b>72,414</b> | <b>632,828</b>   | <b>565,232</b>   | <b>8%</b>       |
| New Patron Registration   | 379           | 498           | 4,611            | 3,614            | 28%             |
| New Virtual Library Cards | 0             | 179           | 2,050            | 1,072            | 91%             |

| <b>Information Desk Activity</b>  | <b>March</b> | <b>March</b> | <b>FY-T-D</b>    | <b>FY-T-D</b>    | <b>FY-T-D</b>   |
|-----------------------------------|--------------|--------------|------------------|------------------|-----------------|
|                                   | <b>2026</b>  | <b>2025</b>  | <b>2025-2026</b> | <b>2024-2025</b> | <b>% change</b> |
| Reference Questions -- in person  | 2,474        | 2,223        | 21,615           | 17,428           | 24%             |
| Reference Questions -- telephone  | 557          | 628          | 4,682            | 4,762            | -2%             |
| Reference Questions -- email/chat | 4            | 2            | 43               | 54               | -20%            |
| <b>Total Reference Questions</b>  | <b>3,035</b> | <b>2,853</b> | <b>26,340</b>    | <b>22,244</b>    | <b>18%</b>      |
| Study Room Usage                  | 238          | 241          | 2,129            | 1,954            | 9%              |
| POD's                             | 211          | 158          | 1,640            | 629              | 161%            |
| OLE attendance count*             | 1,325        |              | 4,133            |                  |                 |

| <b>Passport Activity</b> | <b>March</b> | <b>March</b> | <b>FY-T-D</b>    | <b>FY-T-D</b>    | <b>FY-T-D</b>   |
|--------------------------|--------------|--------------|------------------|------------------|-----------------|
|                          | <b>2026</b>  | <b>2025</b>  | <b>2025-2026</b> | <b>2024-2025</b> | <b>% change</b> |
| Passports Processed      | 565          | 735          | 3,471            | 4,222            | -18%            |
| Photos Processed         | 402          | 543          | 2,465            | 3,058            | -19%            |

*\*New Statistic for FY 2025-26*

**ACTIVITIES**

- Angie processed 501 new books.
- Yomara mailed 28 billing notices.
- Meeting room was used by 5 outside renters: Greentree HOA, Broadmoor HOA, Corta Vista HOA, Kelsey Calhoun, and Shannon Grimsley
- Meeting Room was used by 1 library partner: PLFF
- Meeting Room was used 31 times for library related activities/programs.
- Staff filled 527 requests from the pull list.
- Staff pulled 185 expired holds from the request shelf.

**MEETINGS**

- None

**PROFESSIONAL DEVELOPMENT**

- None

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**PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES**

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**TO:** Library Board of Trustees

**FROM:** Jeanette Contreras, Library Director

**SUBJECT:** **Presentation by the Literacy Coordinator on the Writer to Writer Program.**

**DATE:** April 27, 2026

**BACKGROUND**

Literacy Services has traditionally focused on foundational reading, English language acquisition, and one-on-one tutoring. While these services have been effective in improving reading proficiency, there is a growing need to expand instruction into writing development, particularly for adult learners seeking to improve employability, academic readiness, and personal communication skills.

The Writer to Writer Program connects writers with established authors and is designed to complement existing services by offering a structured, supportive environment where learners can practice writing, receive feedback, and build confidence.

Program benefits include:

- Learners:
  - Improved writing proficiency and confidence
  - Enhanced ability to communicate effectively in personal and professional contexts
  - Increased readiness for employment and educational advancement
  - Greater engagement in lifelong learning
- Community Impact
  - Supports adult learners in achieving greater independence and self-sufficiency
  - Enhances equity by providing access to writing instruction for underserved populations
  - Strengthens the Library's role as a hub for education and skill-building

The Writer to Writer Program represents a strategic enhancement to Literacy Services, addressing a critical gap in writing instruction for adult learners. By strengthening writing skills, the program will contribute to improved literacy outcomes, increased opportunity, and greater community impact. The program is sponsored by the Southern California Library Literacy Network.

Tonight, Literacy Coordinator, Sally Federman, will present a report on the overview and impact of the Writer to Writer program.



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**PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES**

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**TO:** Library Board of Trustees

**FROM:** Jeanette Contreras, Library Director

**SUBJECT:** **Presentation on the Impact of Baker & Taylor Dissolution on Library District Operations.**

**DATE:** April 27, 2026

**BACKGROUND**

Baker & Taylor (B&T) previously provided integrated services including acquisitions support, catalog-ready materials, invoicing compatibility, and physical processing. These services streamlined workflows and reduced staff time. Following B&T's dissolution, the District was required to rapidly transition to new vendors that do not currently provide equivalent services, resulting in increased manual processes across technical services.

The dissolution and bankruptcy of B&T have significantly disrupted library acquisitions, cataloging, and materials processing workflows. The transition to alternative vendors, primarily Amazon, with exploration of additional suppliers, has resulted in substantial increases in staff workload, longer processing times, workflow inefficiencies, and emerging backlogs. Immediate and long-term operational adjustments, including staffing changes and workflow restructuring, are necessary to sustain service levels and ensure timely access to library materials.

**Operational Impacts****1. Acquisitions and Ordering**

- Cancellation of all outstanding B&T orders required approximately 60 hours of technical services librarian time.
- Development of new vendor procedures required an additional 15 hours, along with staff training.
- Ordering efficiency has decreased significantly:
  - B&T: 20–30 minutes per cart
  - Current vendors: ~1 hour per cart due to manual data entry requirements
- Selectors must now manually verify holdings across vendors due to lack of shared order history systems.

**2. Cataloging and Data Management**

- Ongoing deletion of MARC records tied to canceled orders has added continuous workload.

- New vendors provide incomplete data, requiring:
  - Manual entry of call numbers
  - Additional record editing in the ILS (Horizon)
- Increased reliance on external sources (e.g., Ingram, Brodart) for cataloging data.

### **3. Receiving and Processing**

- Loss of vendor-provided processing has shifted all physical preparation in-house, including:
  - Barcoding, labeling, RFID tagging, spine labels, and covering
- Processing rates have significantly slowed:
  - Approximately 10 books processed in 2.5 hours
- Detailed workflow tracking shows:
  - 59-item cart: ~9 hours processing
  - 130-item cart: ~20 hours processing
- Current backlog exceeds 100 items awaiting processing.

### **4. Invoicing and Financial Processing**

- B&T invoices were system-compatible and automated.
- Current vendors require fully manual invoice creation, verification, and approval.

### **5. Logistics and Material Flow**

- High volume, multi-box shipments from Amazon created initial disorganization in receiving.
- Additional administrative steps (e.g., date sorting by Executive Assistant) were required to stabilize workflows.
- Space constraints have emerged due to backlog and storage limitations.

### **Staffing Impacts**

- Processing staff hours have increased from 20 to 38 hours per week.
- Public service staff assumed additional desk coverage to offset technical services demands.
- Substitute staffing increased to maintain weekend operations.
- Staff reassignment:
  - Dedicated processing role established
  - Additional staff (part-time) assisting as available
- Shift in duties have reduced staff availability for primary roles (e.g., passport services, public service functions).

### **Fiscal Impact**

- Increased staff costs due to additional time required for ordering, receiving, and processing.

- Increased supply costs (barcodes, labels, covers, RFID materials).
- Short-term savings on materials (lower purchase costs through Amazon), but these are offset by labor and supply expenses.
- Need for better alignment between collection development spending and operational support costs.

**Service Impacts**

- Delays in making new materials available to patrons
- Increased backlog and slower turnaround times
- Reduced flexibility in staff deployment across public services
- Potential decline in customer satisfaction if delays persist

The loss of Baker & Taylor's integrated services has fundamentally altered library technical services operations, shifting a portion of the workload to internal staff and creating measurable impacts on efficiency and service delivery. Operational and budgetary adjustments at this stage will position the District for long-term resilience and operational sustainability.

**RECOMMENDATION:**

Staff will present proposals to address the impacts at the June board meeting, as part of the 2026-2027 Fiscal Year Budget Amendment presentation.



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## PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

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**TO:** Library Board of Trustees

**FROM:** Jeanette Contreras, Library Director

**SUBJECT:** Authorize Amendments to Policy 6065 – Rules of Conduct as Presented.

**DATE:** April 27, 2026

### **BACKGROUND**

The District provides public access to electrical outlets to support patron use of personal electronic devices for educational, informational, and recreational purposes. Existing policy language does not fully address the increasing variety and scale of equipment being brought into District facilities, including high-capacity battery systems, non-standard electrical devices, and, in some cases, fuel-powered equipment.

The proposed amendments are driven by the following considerations:

- **Enhanced Safety:**  
To reduce risks associated with electrical overload, fire hazards, tripping hazards, and improper use of equipment not designed for indoor public spaces.
- **Increased Use of Non-Standard Equipment:**  
To address the growing presence of high-capacity batteries, multi-device charging setups, and other equipment that exceeds the intended use of public outlets.
- **Prevention of Obstructions and Accessibility Issues:**  
To ensure aisles, exits, and public areas remain clear and compliant with accessibility standards.
- **Operational Efficiency and Consistency:**  
To provide staff with clear, consistent guidelines that support equitable enforcement and reduce ambiguity in addressing patron behavior.
- **Minimizing Disruptions:**  
To limit noise, space encroachment, and other impacts caused by inappropriate equipment use that may interfere with the District environment.
- **Liability Reduction:**  
To mitigate potential risks and exposure associated with unsafe use of electrical infrastructure and unauthorized equipment.

Attachment A is the policy with proposed amendments.

The recommended policy updates reflect current usage patterns, addresses identified safety concerns, and provides clear guidance for both patrons and staff. Adoption of these amendments will support a safe, accessible, and well-managed District environment.

**RECOMMENDATIONS:**

1. Authorize amendments to Policy 6065 – Rules of Conduct, as presented, inclusive of input received from the Library Board of Trustees; and,
2. A roll call vote.

# Placentia Library District

## **POLICY MANUAL**

**POLICY TITLE:** Rules of Conduct Policy  
**POLICY NUMBER:** 6065

Welcome to the Placentia Library District. We are committed to providing our patrons a safe and inviting environment.

The District Rules of Conduct has been established to protect the rights and safety of District patrons, volunteers, and staff, and preserve and protect the District's materials, equipment, facility, and grounds.

For the comfort and safety of patrons, volunteers, and staff, and the protection of District property, the following actions are example of conduct not allowed on District property:

- 6065.1 Committing or attempting to commit in any activity prohibited by law.
- 6065.2 Using cell phones and other personal electronics in a manner that disturbs others. Audible cell phones and personal electronics must be used on silent or vibrate mode with the use of headphones. All cell phone calls must be taken outside the library.
- 6065.3 Photography or filming that disrupts a patron's use of the facility or prevents staff from performing their duties is prohibited.
- 6065.4 Smoking and/or selling of any tobacco product, marijuana or marijuana products, including vaping, inside the library and in the Outdoor Library Experience (OLE) area is prohibited. Disposal of any part of any tobacco product, marijuana or marijuana products on District property is prohibited.
- 6065.5 Consuming and/or selling any alcoholic liquor on District property is prohibited. Patrons who inhale, breathe or drink any compound, liquid, chemical, or any substance known as glue, adhesive cement, mucilage, dope, or any other material or substance or combination thereof with the intent of becoming intoxicated, elated, dazed, paralyzed, irrational, or in any other manner changing, distorting or disturbing the eyesight, thinking process, judgment, balance, or coordination of such patron. For the purpose of this section, any such condition so induced shall be deemed to be an intoxicated condition.
- 6065.6 Verbally or physically threatening or harassing other patrons, volunteers, or staff, including stalking, staring, lurking, offensive touching/kissing, and obscene acts.
- 6065.7 Eating or drinking, except in areas designated for those purposes. Closed lid drinks are

acceptable. Please refer to Policy 6040 – Beverage & Food Policy for additional information.

- 6065.8 Carrying firearms and dangerous weapons of any type except by law enforcement only.
- 6065.9 In possession of wheeled devices in the library or on District grounds, except in designated areas, including use of skateboards, roller-skates, bicycles, motorized or non-motorized scooters, and shopping carts. Motorized ADA assistive devices, wheelchairs, walkers, and strollers are exempt. Wheeled devices may be concealed in backpacks.
- 6065.10 Using restrooms for bathing and/or personal hygiene activities.
- 6065.11 Soliciting or conducting surveys not authorized by the District.
- 6065.12 Bringing pets or animals, other than service animals necessary for disabilities, into the library, except as authorized by the Library Director.
- 6065.13 Entering or being in the library barefoot, without a shirt, or being otherwise attired so as to be disruptive to the library environment. Sitting on the floor, except during District events and programs, is not permitted.
- 6065.14 Lying down or sleeping in the restrooms, or on any floor, or couch, table or seat in the library.
- 6065.15 articles that measure more than 16”W x 20”H x 12”D are not permitted on District property.
- 6065.16 Moving furniture and/or equipment, and having feet, standing, or jumping on furniture; or blocking aisles, exits or entrances.
- 6065.17 Patron will be financially responsible for any damages to District property, furniture, and/or equipment.
- 6065.18 Designed electrical outlets provided by the District are intended for limited use by patrons to power personal electronic devices, e.g., laptops, tablets, e-readers, and phones. Headphones or earbuds are required when using audio; sound must not be audible to others. Personal equipment may not obstruct aisles, exits, seating, or access to library materials or services.**  
  
**The use, charging, or operation of any equipment or devices that may pose safety risks, create hazards, or interfere with library operations is prohibited. This includes, but is not limited to, extension cords, power strips, multi-plug adapters, external batteries, fuel-powered equipment, and any oversized or non-standard electrical or electronic equipment.**

In addition, the following also apply to the District Rules of Conduct:

- 6065.19 The District is not responsible for children who are left unattended in or on the grounds of the District. If a child under the age of 12 is left unattended after hours and the parents or guardians cannot be reached, the person-in-charge will contact local law enforcement to pickup and escort that child to the City of Placentia Police Station.
- 6065.20 The District is not responsible for personal items that are lost, stolen or damaged in or on the ground of the District.
- 6065.21 There shall be a maximum of two people allowed at each public computer workstation unless otherwise authorized by District staff.
- 6065.22 Loud, disorderly or disruptive behavior will not be tolerated.

The Placentia Library District reserves the right to restrict the use of its facilities, premises, resources, and/or services to individuals who do not abide by the District's Rules of Conduct and staff requests. Noncompliance with the District's Rules of Conduct may result in an individual being required to leave the library premises or in arrest and prosecution.



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**PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES**

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**TO:** Library Board of Trustees

**FROM:** Jeanette Contreras, Library Director

**SUBJECT: Travel Authorization: Annual California Special District Association Conference, August 24-27, 2026 in Palm Desert.**

**DATE:** April 27, 2026

**BACKGROUND**

The California Special Districts Association is a statewide organization that provides advocacy, training, and resources to special districts. Its annual conference brings together district leaders, administrators, and subject matter experts to address emerging issues, legislative updates, and operational strategies relevant to public agencies.

Attendance aligns with the District's commitment to continuous improvement, professional development, and effective governance. The CSDA Annual Conference offers a comprehensive program of sessions, workshops, and networking opportunities focused on:

- Governance and Board best practices
- Legislative and regulatory updates affecting special districts
- Financial management, budgeting, and fiscal sustainability
- Human resources, labor relations, and risk management
- Innovation in public service delivery and community engagement

This year the conference will be held August 24-27 in Palm Desert. Estimated costs associated with conference attendance include:

- Registration fees
- Travel (mileage or airfare, as applicable)
- Lodging
- Per diem (meals and incidentals)

Total estimated cost: \$1,200 per person to be funded through the approved training and travel budget.

**RECOMMENDATIONS**

1. Authorize the Library Board of Trustees and the Library Director to attend the 2026 CSDA Annual Conference; and,
2. A roll call vote.



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**PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES**

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**TO:** Library Board of Trustees

**FROM:** Jeanette Contreras, Library Director

**SUBJECT:** **Joint Use Committee Updates from Trustee Nelson.**

**DATE:** April 27, 2026

**BACKGROUND**

The Joint Use Committee, comprised of representatives from the City and the Library District, convened on April 16, 2026, to discuss matters of shared interest, coordination, and opportunities for collaboration between both agencies. The Committee serves as a forum to strengthen interagency communication, enhance service delivery, and address operational or policy considerations affecting joint-use facilities and programs.

Key discussion items included:

- **Approval of Prior Meeting Minutes:**  
The Committee reviewed and approved the minutes from the December 1, 2025 Joint Use Committee meeting.
- **Municipal Service Review Update:**  
The Placentia Library District provided an update on its Municipal Service Review, including progress and relevant considerations impacting the District's operations and future planning.
- **City of Placentia Time Capsule:**  
The Committee discussed the City's Time Capsule initiative, including coordination opportunities and potential involvement or support from the Library District.
- **Upcoming Community Event – Blood Drive:**  
Planning for the June 29, 2026 Red Cross Blood Drive was discussed, including logistics, promotion, and potential collaboration between the City and the Library District.
- **Agency Reports:**  
Representatives from both the City and the Library District provided updates on current projects, programs, and activities relevant to joint-use coordination and community services.
- **Future Agenda Planning:**  
The Committee discussed topics for inclusion at the next meeting, scheduled for July 16, 2026, unless otherwise rescheduled.

Overall, the meeting provided an opportunity for continued coordination and communication between the City and the Library District, reinforcing a shared commitment to collaborative service delivery and community engagement.

Attachment A is the April 16, 2026 Meeting Agenda.



**AGENDA**  
**Joint Use Committee Meeting of the City of  
 Placentia and the Placentia Library District**

April 16, 2026

3:00 p.m.

City of Placentia Front Community Meeting Room  
 401 E. Chapman Avenue, Placentia, CA



**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 Committee 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 City Clerk's Office and the Administrative Office of the Placentia Library District and are available for public inspection. A copy of the Agenda packet will be available for use during the Commission Meetings. Any person having any question concerning any Agenda item may call the Library Director at 714-528-1925, Extension 200.*

**PLEDGE OF ALLEGIANCE**

**CALL TO ORDER**

1. Call to Order Stephanie Beverage  
Placentia Library Board Trustee
  
2. Roll Call Lina Nguyen  
Placentia Library Executive Assistant
  
3. Adoption of Agenda  
*This is the opportunity for Commissioners 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: Stephanie Beverage  
 Recommendation: Adopt by Motion
  
4. Oral Communications  
*Members of the public may address the Joint Use Commissioners on any matter within the jurisdiction of the Commission. Presentations by the public are limited to 5 minutes per person. Members of the public are also permitted to address the Joint Use Commission on specific Agenda Items before and at the time that an Item is being considered by the Commission. Action may not be taken on items not on the Agenda except in emergencies or as otherwise authorized. Reference: California Government Code Sections 54954.3, 54954.2(b).*

**MINUTES**

5. Minutes of the Joint Use Committee Meeting on December 1, 2025 (Receive, File, and Approve)

**NEW BUSINESS**

6. Placentia Library District's Municipal Service Review Update

- 7. City of Placentia's Time Capsule
- 8. June 29, 2026 Red Cross Blood Drive

**AGENCY REPORTS**

- 9. City of Placentia  
City representatives will provide updates on City-related activities and projects.
- 10. Placentia Library District  
Library Director will provide updates on District-related activities and projects.

**AGENDA DEVELOPMENT**

- 11. Agenda Preparation for the next Joint Use Committee Meeting, which will be held on July 16, 2026 unless rescheduled by the committee.

**ADJOURNMENT**

- 12. The Joint Use Committee Meeting will adjourn the April 16, 2026 meeting.

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

I, Lina Nguyen, Executive Assistant of the Placentia Library District, hereby certify that the Agenda for April 16, 2026 Meeting of the Joint Use Committee was posted on April 13, 2026.

\_\_\_\_\_  
Lina Nguyen, Executive Assistant



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**PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES**

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**TO:** Library Board of Trustees

**FROM:** Jeanette Contreras, Library Director

**SUBJECT: Independent Special Districts of Orange County (ISDOC) & Legislative Updates from Trustee Nelson.**

**DATE:** April 27, 2026

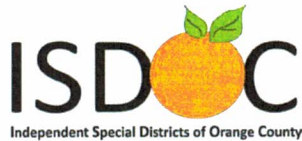
**BACKGROUND**

Trustee Nelson will report on ISDOC and Legislative updates.

The next ISDOC Quarterly meeting will be on April 30, 2026 with guest speaker, Mr. Bob Page, Registrar of Voters.

Attachment A is the April 7, 2026 ISDOC Executive Council Meeting Agenda.

Attachment B is the California Special District Association Take Action Brief – April 2026.



**Mailing Address**

18700 Ward Street  
Fountain Valley, CA 92708

**Meeting Location**

MWDOC/OCWD  
18700 Ward Street  
Fountain Valley, CA 92708

(714) 963-3058  
(714) 964-5930 fax

www.isdoc.net

**Executive Committee Meeting**

Tuesday, April 7, 2026

7:30 a.m.

Join Zoom Meeting

<https://mwdoc.zoom.us/j/83420776167>

Dial by your location

669 900 9128 US (San Jose)

877 853 5247 US Toll-free

888 788 0099 US Toll-free

**Executive Committee**

**President**

**Hon. Bob McVicker**  
*Municipal Water District of  
Orange County*

**1<sup>st</sup> Vice President**

**Hon. Paul Mesmer**  
*Surfside Colony Community Services  
District*

**2<sup>nd</sup> Vice President**

**Hon. Marilyn Thoms**  
*East Orange County Water District*

**3<sup>rd</sup> Vice President**

**Hon. Al Nederhood**  
*Municipal Water District of  
Orange County*

**Secretary**

*Vacant*

**Treasurer**

**Hon. Sandra Jacobs**  
*Santa Margarita Water District*

**Immediate Past President**

**Hon. Greg Mills**  
*Serrano Water District*

**Staff Administration**

**Heather Baez**

*Municipal Water District of  
Orange County*

**Tina Dubuque**

*Municipal Water District of  
Orange County*

**AGENDA**

- **Welcome**
- **Approval of Minutes**
  - Approval of Minutes: March 3, 2026
- **Public Comments on items not on the agenda**
- **New Business**
- **Old Business**
- **Treasurer's Report – Director Sandra Jacobs**
  - Report on accounts
- **CSDA Report – Chris Palmer**
  - Receive, discuss, and file the CSDA Report
- **LAFCO Report – Director Jim Fisler**
  - Receive, discuss, and file the LAFCO report

- **ACWA Report – Director Sandra Jacobs**
  - Receive, discuss, and file the ACWA report
  
- **OCCOG Report – Director Mike Scheafer**
  - Receive, discuss, and file the OCCOG report
  
- **California Association of Sanitation Agencies (CASA) Report – SOCWA Representative**
  - Receive, discuss, and file the CASA report
  
- **Operational Area (OA) Executive Board Report – Director Trudi DesRoches**
  - Receive, discuss, and file the OA report
  
- **Subcommittee Reports**
  - Programs – Heather Baez
    - April Meeting Speaker Update
  - Membership – Director Thoms
    - Update on Membership Renewals
  - Legislative – Director Nederhood
  
- **Adjourn**

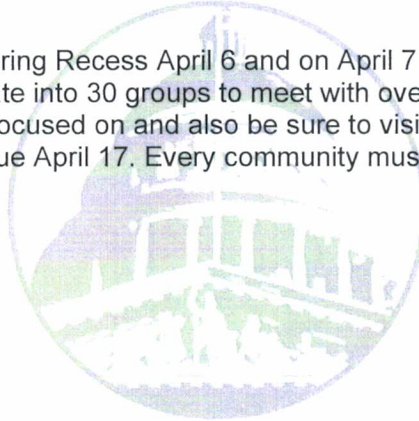


CALIFORNIA SPECIAL DISTRICTS ASSOCIATION PRIORITIES

# TAKE ACTION BRIEF

## April 2026

State lawmakers returned from Spring Recess April 6 and on April 7 CSDA organized over 200 special district leaders from across the state into 30 groups to meet with over 90 legislative offices. Learn more about the legislative priorities we focused on and also be sure to visit [csda.net/ZEV-Flexibility](http://csda.net/ZEV-Flexibility) to download a sample “15-day comment letter” due April 17. Every community must urge CARB: Don’t Ban Our Trucks!



### Inside this edition of the Take Action Brief:

|  |   |
|--|---|
| April 17 Deadline to Comment on CARB Truck Ban.....  | 2 |
| Hundreds of District Leaders Visit Over 90 Legislative Offices to Advocate on Critical Issues..... | 3 |
| Special District Fairness and Accessibility Act Passes House Committee.....                        | 4 |
| Share the Special Districts 101 Challenge with Your Community.....                                 | 5 |

### Contact a local CSDA representative near you!

Chris Norden  
Dane Wadlé  
Colleen Haley  
Erasmov Viveros  
Richelle Noroyan  
Chris Palmer

Northern Network  
Sierra Network  
Bay Area Network  
Central Network  
Coastal Network  
Southern Network

[chrisn@csda.net](mailto:chrisn@csda.net)  
[danew@csda.net](mailto:danew@csda.net)  
[colleenh@csda.net](mailto:colleenh@csda.net)  
[erasmov@csda.net](mailto:erasmov@csda.net)  
[richellen@csda.net](mailto:richellen@csda.net)  
[chrisp@csda.net](mailto:chrisp@csda.net)



CALIFORNIA SPECIAL DISTRICTS ASSOCIATION PRIORITIES

# TAKE ACTION BRIEF

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## April 17 Deadline to Comment on CARB Truck Ban

On April 2nd the California Air Resource Board (CARB) posted their latest [proposed amendments to their Advanced Clean Fleets \(ACF\) regulations](#), opening a new 15-day public comment window. **Comments will only be accepted until April 17, 2026 at 5:00pm.**

CARB's 15-day amendments follow the previous 45-day comment period in September where CSDA and our [partners requested amendments](#). CSDA is reiterating our request that vehicles that support emergency response need to be categorically excluded from the ACF regulation, which otherwise mandates all state and local government fleets of medium-duty and heavy-duty vehicles transition to zero emission vehicles (ZEV). ACF impacts vehicles Class 2b and above (8,500lbs gross vehicle weight and higher).

Visit [csda.net/zev-flexibility](https://csda.net/zev-flexibility) to Download Sample 15-Day Comment Letter

### Emergency Response Vehicles Should Be Excluded from the ACF Mandate

*Vehicles reasonably anticipated to respond to emergency situations, or that support those efforts, should be excluded from the regulations in the same manner as the current regulation excludes snow removal vehicles.*

Some examples of vehicles that should be excluded from ACF:

- Vehicles used for fire prevention/mitigation, public safety, search and rescue, medical response, and poacher prevention should be excluded.
- Vehicles that are essential to the delivery, repair, and maintenance of electricity, water, wastewater, stormwater, and flood protection should be excluded.
- Vehicles used to prevent and respond to the spread of disease and dangerous vector outbreaks should be excluded.

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## Take Action: 15-Day Comment Period Ends April 17

[CARB Regulation: Flexibility for Vehicles Needed for Emergencies - California Special Districts Association](#)

Download a [sample letter](#) you can submit to CARB urging the exclusion of all vehicles that support emergencies. Also, download [graphics and sample social media posts](#).

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## Hundreds of District Leaders Visit Over 90 Legislative Offices to Advocate on Critical Issues

On April 7, CSDA assembled more than 200 special districts leaders in 30 groups to meet with more than 90 legislative offices in the State Capitol as part of [Special Districts Legislative Days](#). Participants advocated for local flexibility in the use of emerging technology that makes local service delivery more affordable, as well as protecting special districts from the looming threat of local property tax diversions.

### 2026 Special Districts Legislative Days Priorities Included:

#### Assembly Bill 1898 (Schultz) WORKPLACE ARTIFICIAL INTELLIGENCE TOOLS – OPPOSE

*Status: Assembly Judiciary Committee (Referred on 3.25.26)*

Places restrictions on the use of AI in surveillance, operations, and decision making conducted by an employer by requiring significant, repeated notices.

- The notice must contain, among other things, detailed information on the workplace surveillance tool or automated decision system, justification, categories of employment-related decisions likely to be affected, and worker data information, as specified.
- The bill could compromise the security and operations of public agencies by putting routine workplace technologies at risk and exposing sensitive information that may compromise security.
- Contains enforcement provisions that expose public employers to significant litigation risk.

#### Assembly Bill 2027 (Ward) WORKER DATA PROHIBITIONS: ARTIFICIAL INTELLIGENCE – OPPOSE

*Status: Assembly Labor and Employment Committee (Referred on 3.17.26)*

Establishes significant limitations on the use of AI for public and private employers, specific to worker data.

- The bill could effectively ban most AI tools in the workplace. The bill prohibits an employer from using an AI tool trained with worker data to replicate, automate, or replace a worker's job. This could cover tools trained with data from the employer's employees or any other employer's employees. For example, innocuous AI search tools work off of data very likely trained, in part, by workers, while its functionality replicates certain tasks of workers.
- Contains enforcement provisions that expose public employers to significant litigation risk

#### CHRA DRAFT 2026 BUSINESS PLAN: DIVERSION OF LOCAL REVENUE

*Status: Issued February 28, 2026 with a 60-Day Comment Period*

Proposals under consideration by the California High-Speed Rail Authority include seeking statutory permission for the Authority to form and lead tax-increment financing districts that would capture property tax and sales tax growth within a one-half (½) mile radius of high-speed rail stations.

- Though seemingly similar to other tax-increment financing tools such as enhanced infrastructure financing districts (EIFDs), participation by affected taxing agencies (including special districts) may be compulsory, resulting in the unconstitutional diversion of local property tax revenue to the state.
- CSDA opposes any attempt to redirect tax revenues away from local governments and the communities they serve without their express, meaningful, and freely-given consent. Depriving special districts of property tax revenue will undermine affordable essential service delivery.
- While the exact language of the proposals has not yet been made public, the legislation to implement the Authority's proposals is widely anticipated to be included in a forthcoming budget trailer bill.



CALIFORNIA SPECIAL DISTRICTS ASSOCIATION PRIORITIES

# TAKE ACTION BRIEF

## Special District Fairness and Accessibility Act Passes House Committee

In a victory for special districts across the country, last week, the House Oversight and Government Reform Committee approved the Special District Fairness and Accessibility Act. The legislation ([H.R. 2766](#)), which is sponsored by Representatives Pat Fallon (R-TX) and Brittany Pettersen (D-CO), cleared the committee on a strong, bipartisan vote of 32-8.

To view the committee's action on H.R. 2766, please click [here](#). The discussion on the bill begins at the 8:15 mark.

All [Congressional Representatives serving on the House Oversight and Government Reform Committee](#) voted "Yea" vote on H.R. 2766 at the March 18 hearing. CSDA members serving these Congressional districts are encouraged to thank their representative for their support.

- [Rep. Robert Garcia](#)
- [Rep. Ro Khanna](#)
- [Rep. Lateefah Simon](#)
- [Rep. Dave Min](#)

If you need help identifying your Congressional Representative, you can use [Find Your Representative | house.gov](#). If you would like support coordinating your efforts or communicating with your Representative, reach out to your CSDA Public Affairs Field Coordinator: [Meet Your Local CSDA Contact - California Special Districts Association](#).

The Special District Fairness and Accessibility Act embodies NSDA's longstanding objective of codifying in federal law a first-ever, formal definition of special district. In addition to establishing such a definition, H.R. 2766 would direct the White House Office of Management and Budget to issue guidance to federal agencies requiring special districts to be recognized as local governments for the purpose of federal financial assistance determinations.

Looking ahead, the legislation is expected to be considered by the full House of Representatives at some point in the near future. As of this writing, it is unclear exactly when House leaders will schedule the bill for a floor vote. In the meantime, special districts are encouraged to reach out to their House delegation members to urge them to support H.R. 2766.

### Take Action: NSDA Tools and Resources for CSDA Members

- Ensure your special district and its stakeholders formally sign-on in support of the Special District Fairness and Accessibility Act: [Support our efforts to pass H.R.2766/S.2014 - National Special Districts Association](#)
- Find all of the resources you need to effectively support the Special District Fairness and Accessibility act: [Spring Push - Call to Action! - National Special Districts Association](#)



CALIFORNIA SPECIAL DISTRICTS ASSOCIATION PRIORITIES

# TAKE ACTION BRIEF

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## Share the Special Districts 101 Challenge with Your Community

CSDA is pleased to launch a free online course where special district officials and the public at-large can enjoy a fun, interactive resource for learning more about the most popular form of local government in California.

Gain a better understanding of the local agencies providing essential services to our communities and download a personalized certificate if you enroll and complete the course.

Visit [csda.net/learn-about](https://csda.net/learn-about) to:

### [Access Free Online Course: Special Districts 101](#)

Course participants will learn:

- What a special district is
- What services do special districts provide
- How special districts are governed and funded
- What makes special districts special



CALIFORNIA SPECIAL DISTRICTS ASSOCIATION PRIORITIES

# TAKE ACTION BRIEF

## OTHER WAYS TO TAKE ACTION

### Learn More

The early bird deadline for the Special District Leadership Academy Conference May 11-14 is April 10. This training includes the required SB 827 Finance and Fiscal Training Certificate. Register for the Special District Leadership Academy near you at [sdla.csdanet.net](http://sdla.csdanet.net).

#### SOUTHERN LOCATION

#### NORTHERN LOCATION

#### COASTAL LOCATION



MAY 11 - 14, 2026  
SAN DIEGO

Embassy Suites - San Diego Bay  
601 Pacific Hwy  
San Diego, CA 92101

JULY 19 - 22, 2026  
SAN RAFAEL

Embassy Suites - San Rafael - Marin  
County  
101 McInnis Pkwy  
San Rafael, CA 94903

SEPTEMBER 13 - 16, 2026  
SAN LUIS OBISPO

Embassy Suites - San Luis Obispo  
333 Madonna Road  
San Luis Obispo, CA 93405

### Join Today

Join an Expert Feedback Team to provide CSDA staff with invaluable insights on policy issues. Email [annac@csda.net](mailto:annac@csda.net) to inquire about joining one of the following teams:

- Housing and Community Development
- Governance
- Human Resources & Personnel
- Local Revenue
- Public Works and Facilities

### Stay Informed

In addition to the many ways you can **TAKE ACTION** with CSDA's advocacy efforts, CSDA offers a variety of tools to keep you up-to-date and assist you in your district's legislative and public outreach. Make sure you're reading these resources:

- CSDA's weekly e-Newsletter
- Districts in the News
- CSDA's *California Special Districts Magazine*

Email [updates@csda.net](mailto:updates@csda.net) for help accessing these additional member resources.



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**PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES**

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**TO:** Library Board of Trustees

**FROM:** Jeanette Contreras, Library Director

**SUBJECT:** **Placentia Round Table Women’s Club (PRTWC) Updates from Secretary Dahl.**

**DATE:** April 27, 2026

**BACKGROUND**

Secretary Dahl will provide an update on PRTWC activities.

Attachment A is the club’s April calendar.



Home Rental Venue Calendar About Community Outreach Scholarships Fundraisers Activities  
Membership Club Business Advertisers Contact

**April 2026** ▾

| M  | T   | W  | T   | F                                     | S  | S   |
|--|---|--|---|---------------------------------------|--|---|
| 30   | 31<br>10:00 am - 10:00 pm<br><b>BINGO</b> | 1<br>10:00 am - 1:30 pm<br><b>PRT Meeting</b>  | 2<br>8:00 am - 11:00 am<br><b>WW</b>  | 3<br>8:00 am - 12:00 pm<br><b>WW</b>  | 4<br>7:00 am - 11:00 am<br><b>WW</b>   | 5<br>8:00 am - 1:30 pm<br><b>Church Parking</b>                             |
| 6  | 7<br>10:00 am - 10:00 pm<br><b>BINGO</b>  | 8<br>10:00 am - 2:00 pm<br><b>Bridgettes</b><br>10:00 am - 12:00 pm<br><b>Scribes</b><br>1:00 pm - 3:00 pm<br><b>Bunco</b> | 9<br>8:00 am - 11:00 am<br><b>WW</b><br>6:30 pm - 9:00 pm<br><b>CHOIR</b>   | 10<br>8:00 am - 12:00 pm<br><b>WW</b> | 11<br>7:00 am - 11:00 am<br><b>WW</b><br>6:00 pm - 11:30 pm<br><b>Event Booked</b> | 12<br>7:00 am - 9:30 am<br><b>WW</b><br>10:00 am - 10:00 pm<br><b>BINGO</b> |
| 13<br><b>PRT Maintenan...</b>                  | 14<br>10:00 am - 10:00 pm<br><b>BINGO</b> | 15<br>9:30 am - 1:00 pm<br><b>PRT Board Meeting</b>  | 16<br>8:00 am - 11:00 am<br><b>WW</b><br>2:00 pm - 4:00 pm<br><b>Bookworms</b><br>6:30 pm - 9:00 pm<br><b>CHOIR</b> | 17<br>8:00 am - 12:00 pm<br><b>WW</b> | 18<br>7:00 am - 11:00 am<br><b>WW</b><br>5:00 pm - 11:30 pm<br><b>Event Booked</b> | 19<br>7:00 am - 9:30 am<br><b>WW</b><br>10:00 am - 10:00 pm<br><b>BINGO</b> |
| 20<br><b>PRT Maintenan...</b>                  | 21<br>10:00 am - 10:00 pm<br><b>BINGO</b> | 22<br>10:00 am - 12:00 pm<br><b>Scribes</b><br>11:30 am - 1:00 pm<br><b>Gourmet – Offsite</b>                              | 23<br>8:00 am - 11:00 am<br><b>WW</b><br>11:00 am<br><b>Rentals Mtg</b><br>6:30 pm - 9:00 pm<br><b>CHOIR</b>        | 24<br>8:00 am - 12:00 pm<br><b>WW</b> | 25<br>7:00 am - 11:00 am<br><b>WW</b><br>2:00 pm - 5:00 pm<br><b>Event Booked</b>  | 26<br>7:00 am - 9:30 am<br><b>WW</b><br>10:00 am - 10:00 pm<br><b>BINGO</b> |
| 27<br>5:30 pm - 9:00 pm<br><b>Event Booked</b> | 28<br>10:00 am - 10:00 pm<br><b>BINGO</b> | 29<br>1:30 pm - 3:00 pm<br><b>New Member Orientation</b>   | 30<br>8:00 am - 11:00 am<br><b>WW</b><br>6:30 pm - 9:00 pm<br><b>CHOIR</b>  | 1<br>8:00 am - 12:00 pm<br><b>WW</b>  | 2<br>7:00 am - 11:00 am<br><b>WW</b><br>5:00 pm - 11:30 pm<br><b>Event Booked</b>  | 3<br>7:00 am - 9:30 am<br><b>WW</b><br>10:00 am - 10:00 pm<br><b>BINGO</b>  |

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**PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES**

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**TO:** Library Board of Trustees

**FROM:** Jeanette Contreras, Library Director

**SUBJECT:** **Local Agency Formation Commission (LAFCO) Updates from Trustee Beverage.**

**DATE:** April 27, 2026

**BACKGROUND**

Trustee Beverage will provide an update on LAFCO activities.

Attachment A is Agenda for the April 20, 2026 Meeting.

## **AGENDA**

*Protest Hearing for the Proposed  
“Activation of Latent Power for Three Arch Bay Community Services District  
(LP 25-02)”*

**Monday, April 20, 2026**

**9:00 a.m.**

**Local Agency Formation Commission of Orange County  
2677 North Main Street Suite 1050, Conference Room, Santa Ana, CA 92705**

*(Any member of the public may request to speak on any agenda item at the time that item is being considered by LAFCO.)*

**1. CALL TO ORDER BY EXECUTIVE OFFICER**

**2. PUBLIC COMMENT**

This is an opportunity for members of the public to address the Executive Officer on items that are not on the agenda.

**3. ORAL SUMMARIZATION OF LAFCO RESOLUTION NO. LP 25-02**

**4. ORAL OR WRITTEN PROTESTS, OBJECTIONS, OR EVIDENCE**

The Executive Officer will hear and receive any oral or written protests, objections, or evidence which is made, presented, or filed.

**5. DETERMINATION OF THE VALUE OF WRITTEN PROTESTS**

The Executive Officer will determine the value of written protests filed and not withdrawn.

**6. ADJOURN THE PROTEST HEARING**