

California Library , 12:02 AM 4/24/99 , Legislative Update

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- >
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- >Baca, which will now require every library, wherein a child is using a
- >computer terminal with access to the Internet, to either: 1) have a
- >librarian monitor the child, 2) have a parent monitor the child, 3) or
- >allow a child to use a filtered terminal with parental consent granted
- >prior to usage. SB 238, with this amendment, passed on a vote of 6 -
- >3. "Aye" votes on the measure were: Senators Haynes, Morrow,
- >O'Connell, Peace, Schiff, and Wright. "No" votes were: Senators
- >Burton, Escutia, and Sher. The bill has been sent to Senate Rules,
- >where it will likely be double-referred to the Senate Public Safety
- >Committee.

 IMPORTANT DATE TO REMEMBER:
 CLA Legislative Day * April 27, 1999 * Sacramento

California Library Association
 717 K Street, Suite 300
 Sacramento, CA 95814
 Phone: (916) 447-8541
 FAX (916) 447-8394
 email: info@cla-net.org
<http://www.cla-net.org>

California Library , 11:12 AM 5/4/99 -, CLA LOBBYIST UPDATE

Date: Tue, 4 May 1999 11:12:08 -0700 (PDT)
X-Sender: info.cla-net@mail2.quiknet.com (Unverified)
X-Mailer: Windows Eudora Light Version 1.5.2
To: LISTSERV@listproc.sjsu.edu, CLA <CALIX@SJSUVM1.SJSU.EDU>
From: California Library Association <info@cla-net.org>
Subject: CLA LOBBYIST UPDATE
Reply-To: calix@listproc.sjsu.edu
Sender: owner-calix@listproc.sjsu.edu

TO: CLA MEMBERS/NETWORK CONTACTS/SYSTEMS

FROM: Mike Dillon, Lobbyist
Christina Dillon, Lobbyist

RE: NEWS FROM THE CAPITOL

I. SUBCOMMITTEES ACT ON PUBLIC LIBRARY FOUNDATION ITEM

On Wednesday afternoon, April 21, the Senate Subcommittee on Education Finance Number One, voted to approve \$10 million for inclusion in this year's state Budget for the Public Library Foundation program (PLF). In past years, the subcommittee has chosen to place a certain amount for the PLF on their "checklist," meaning that the committee would take the item into consideration only after the May Revise was released, and a better indication of the state's fiscal picture could be determined. Wednesday's action by the subcommittee sends a message that the four members felt strongly enough about the plight of libraries, that they are including an augmentation of \$10 million in the Budget without considering the May Revise numbers.

Meanwhile, in the Assembly, the Assembly Subcommittee on Education Finance Number Two, voted last week to place a \$32 million augmentation to the PLF on the "checklist." In placing the funding on the "checklist," the subcommittee will need to re-open this item after the May Revise and make a decision about the level at which they can fund this item: e.g. maintain the \$32 million augmentation, match the Senate's \$10 million, or not fund the item at all.

We will keep you posted as to the progress of the PLF.

II. LIBRARY BOND BILL TO BE HEARD NEXT MONDAY

On Monday, April 26, the Senate Appropriations Committee will hear SB 3 by Senators Rainey, Burton and Alpert, the \$1 billion library bond bill. SB 3, if enacted, would create the California Library Construction and Renovation Bond Act of 2000, and would provide bond money to help local governments retrofit and renovate existing library structures and build new facilities. Under the proposed bond measure, cities, counties, and districts can apply for grants through the State Librarian, and funds will be allocated based upon comprehensive

Table with columns: Y-It Fax Note, Date, # of pages, From, Co., Phone #, Fax #. Contains handwritten entries for MCLS/SLS/Associate, MCLS/SLS HQ, and phone/fax numbers.

PLEASE

See 5-4-99 MCLS Broadcast Message for update

California Library , 11:12 AM 5/4/99 -, CLA LOBBYIST UPDATE

criteria, including need and ability to successfully complete a project.

Please take a moment today to write your individual Senator and encourage his or her support of SB 3. We have been instructed by the author's office that it is absolutely critical to begin contacting each and every member of the Senate so that your representative can let their respective caucus know how important this issue is to their district.

III. LIBRARY FILTER BILL - CONTROVERSIAL HEARING THIS WEEK

On Tuesday, the Senate Judiciary Committee heard testimony on SB 238 by Senator Baca which would require every public library that provides access to the Internet to purchase, install, and maintain computer software which will prohibit access to obscene material on all computers used by children. CLA is strongly opposed to SB 238. Senator Baca brought a visual presentation before the committee on how easy it was to access an "inappropriate site" on the Internet and stated that "we have a moral responsibility to protect our kids from obscene matters." Proponents of the measure argued that there was filter software available on the market which would correctly filter obscene material, to which Senate President pro Tem, John Burton argued, "There is no such animal." Committee Chair, Senator Adam Schiff also offered that the only way that sites could be filtered is if "nine Supreme Court Justices ruled on what is constitutional on each filtered site."

Despite arguments by the opponents that the bill denies libraries the ability to maintain local control of the issue, that filters are ineffective and imperfect in their design, and that the issue was wholly unconstitutional, CLA, the ACLU and the League of California Cities were unable to stop the measure in committee. Senator Escutia called the measure, "unduly broad and unconstitutional" and requested that "Senator Leslie's bill of last year, requiring libraries to have [an Internet] policy, should be given time to take hold. Let's revisit this in a few years."

Senator Schiff proposed an amendment, which was accepted by Senator Baca, which will now require every library, wherein a child is using a computer terminal with access to the Internet, to either: 1) have a librarian monitor the child, 2) have a parent monitor the child, 3) or allow a child to use a filtered terminal with parental consent granted prior to usage. SB 238, with this amendment, passed on a vote of 6 - 3. "Aye" votes on the measure were: Senators Haynes, Morrow, O'Connell, Peace, Schiff, and Wright. "No" votes were: Senators Burton, Escutia, and Sher. The bill has been sent to Senate Rules, where it will likely be double-referred to the Senate Public Safety Committee.

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**MINUTES
PLACENTIA LIBRARY DISTRICT
AD HOC COMMITTEE ON INCREASING LIBRARY USAGE
April 28, 1999**

ROLL CALL The Regular Meeting of the Placentia Library District Ad Hoc Committee on Increasing Library Usage was called to order on April 28, 1999 at 7:02 P. M. by Chair Al Shkoler.

Members Present: Suad Ammar, Peggy Burkich, Peggy Dinsmore, Robin Masters, Elizabeth D. Minter, Al Shkoler, Cyrise Smith, and Gaeten Wood.

Others Present: Library Administrative Assistant Wendy Goodson

Members Absent: Sandra Stark

AGENDA It was moved by Robin Masters, seconded by Gaeten Wood to adopt the Agenda as printed.

ORAL COMMUNICATIONS There were no members of the public present to address issue.

ACTIONS REPORT Elizabeth Minter reported that Christenson Lighting has completed servicing the lights in the lobby. Also, new glass tops were purchased for the circulation desk. Library Director also mentioned the possibility of moving the public copiers into the typewriter room to create more space.

COFFEE SERVICE TASK FORCE REPORT Elizabeth Minter presented pictures from other libraries that have coffee service.

ENTRY WAY TASK FORCE REPORT Nothing to report at this time.

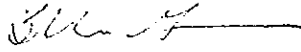
SIGNAGE TASK FORCE REPORT Cyrise Smith reported the citrus solution cleaner works well and three shelves in the Children's Dept. have been cleaned.

WINDOW TREATMENT TASK FORCE REPORT Nothing to report at this time.

The next Ad Hoc meeting is scheduled for June 23, 1999 at 7:00 P.M.

ADJOURNMENT The Regular Meeting of the Placentia Library District Ad Hoc Committee for April 28, 1999 was adjourned at 7:30 P.M.

PLACENTIA LIBRARY DISTRICT Ad Hoc COMMITTEE ON INCREASING LIBRARY USAGE
April 28, 1999, Page 2.



Wendy Goodson
Administrative Assistant

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

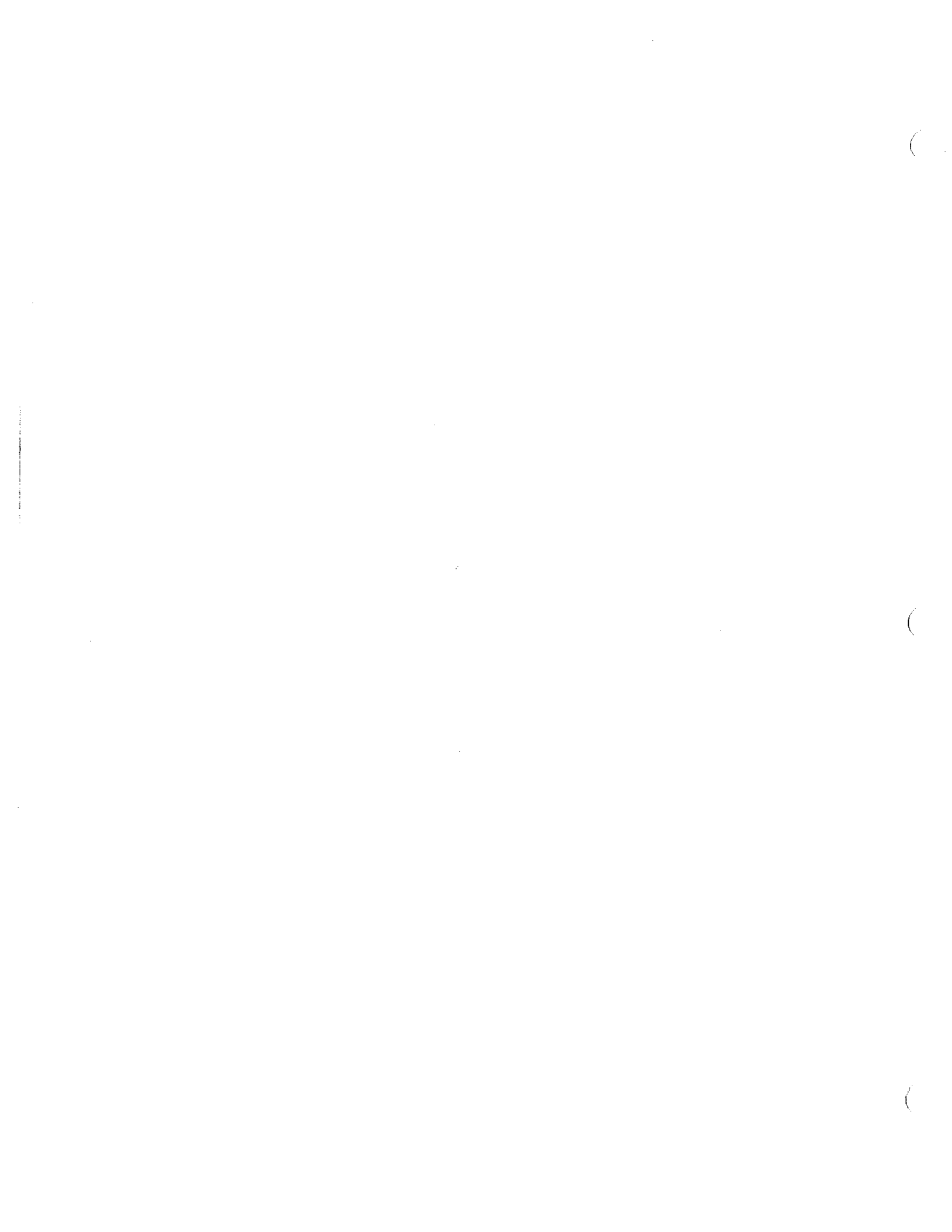
TO: Library Board of Trustees

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

SUBJECT: **Orange County Investment Pool (OCIP) Bankruptcy update from Patrick Shea, Attorney for OCIP**

DATE: May 19, 1999

No information about the Orange County Investment Pool (OCIP) Bankruptcy was received from OCIP Attorney Patrick Shea during this report period.



TO: Elizabeth Minter, Library Director
FROM: Katie Matas, Literacy Coordinator *KCM*
DATE: April 28, 1999
SUBJECT: California Department of Education (CDE) Grant 1999/2000

BACKGROUND:

The application for the literacy grant through the California Department of Education (CDE) was just made available.

There have been major changes in the design of the grant. The \$3,500 base grant has been eliminated as has the supplemental funding based on hundred hour units of instruction time.

The funding will be based exclusively on increases in student scores on pre- and post-tests. The new grant design virtually eliminates participation by library-based literacy programs that are designed to give the adult learner one-to-one help with personal reading and writing goals, and do not necessarily produce increases in standardized test scores.

The amount of tutoring time between the CDE's scheduled pre- and post-tests also limits the ability of libraries to show increases in scores.

RECOMMENDATION:

After reviewing the application, I recommend the Library not apply for funding through the California Department of Education for the 1999-2000 fiscal year.

PLACENTIA LIBRARY DISTRICT

411 East Chapman Avenue, Placentia, CA 92870-6198

Elizabeth D. Minter, M.L.S., Library Director

714-528-1925, Ext. 202

(714) 528-8236 (Fax)

plalibd@cosmoslink.net



Board of Trustees

Margaret V. Dinsmore May 19, 1999

Robin J. Masters

Al Shkoler

Sandra Stark

Gaeten M. Wood

The Honorable Ed Royce
United States House of Representatives
Washington, DC 20515

Dear Sir:

The Adult Education and Family Literacy Act (P.L. 105-220) permits funding to adult education providers for supplementary services to ongoing literacy programs. This replaces the funding previously authorized by the National Literacy Act (P.L. 102-73). For the past six years, the Placentia Library District has used this supplementary funding to strengthen our volunteer adult literacy program.

The California Department of Education, by changing the method of figuring funding from hours of student attendance to increases in student test scores, has virtually excluded library-base literacy programs from this source of funds.

Library-based literacy programs serve individuals who are not generally served by the adult school programs, however student progress does not always show in pre- and post-test scores due to time constraints of volunteer programs or personal student goals that are not specifically tested. Limited staffing also make the testing requirements prohibitive for library programs.

The Board of Trustees of the Placentia Library District is disappointed to lose this valuable funding for our adult literacy program. We are unable to apply for this funding for the 1999/2000 fiscal year because of the new requirements. Please keep the library-based literacy programs in mind as future opportunities for funding are discussed.

Sincerely,

Al Shkoler
President, Board of Trustees

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PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees

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

SUBJECT: California Library Literacy Services 3rd Quarter Report for Fiscal Year 1998-99, as submitted to the State Library of California

DATE: May 19, 1999

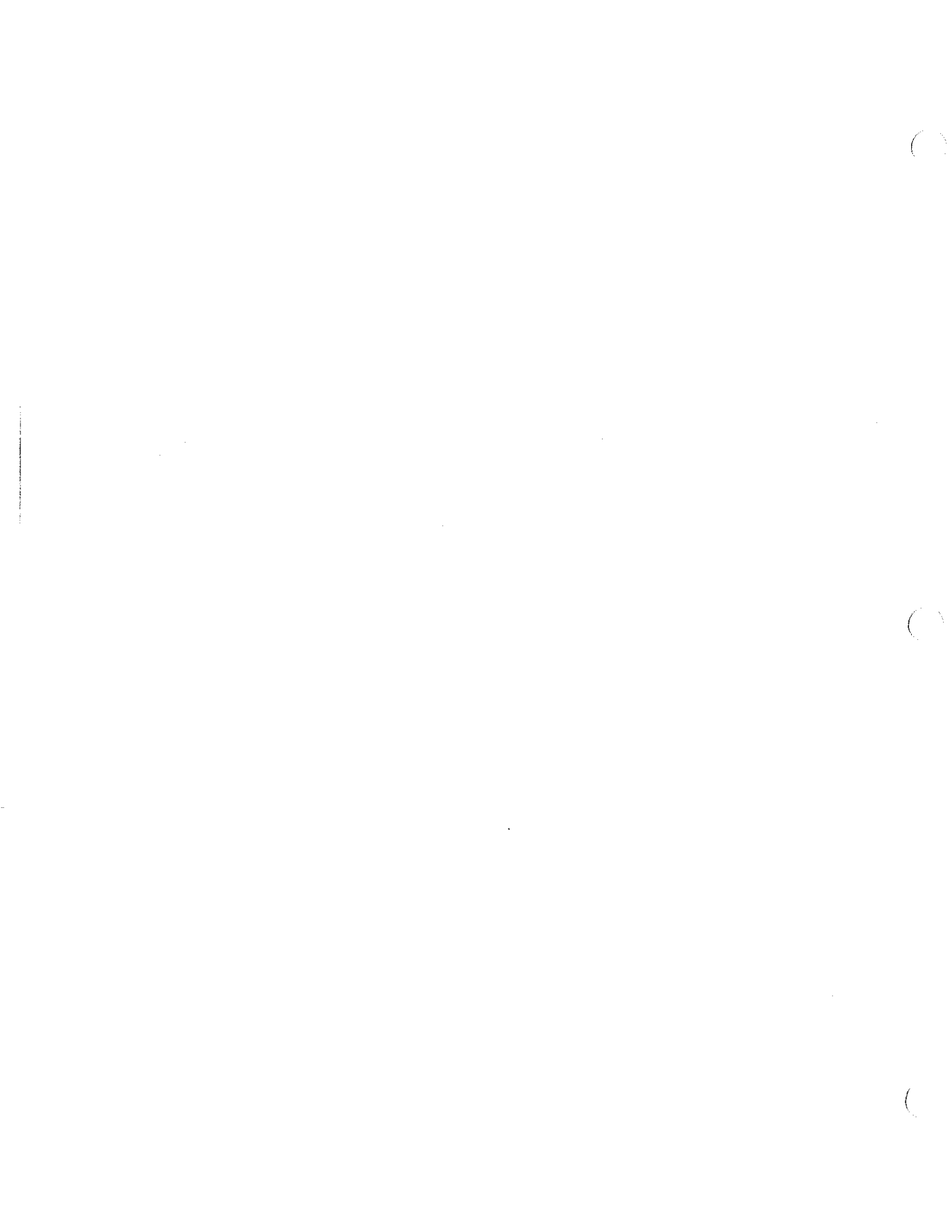
BACKGROUND:

Attached is a copy of the District's 3rd Quarter Report to the State Library of California for the California Literacy Campaign Matching Funds Grant for Fiscal Year 1999-99.

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

RECOMMENDATION:

Receive and File



CALIFORNIA LIBRARY LITERACY SERVICE
 Quarterly Financial Report Cal Year 1998-1999


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

Instructions:

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

BUDGET CATEGORIES	BUDGET			EXPEND. THIS QTR.		EXPENDITURES YEAR-TO-DATE		
	(a) Approved CLSA	(b) Other*	(c) Total for Year (a+b)	(d) CLSA	(e) Other	(f) CLSA	(g) Other	(h) TOTAL EXPENDITURES (f+g)
1. Personnel	1,800	32,475	34,275	-0-	4,391	-0-	17,110	17,110
2. Library Materials	-0-	1,000	1,000	-0-	-0-	-0-	9	9
3. Operations	6,772	5,011	11,783	-0-	800	-0-	2,472	2,472
4. Equipment	-0-	-0-	-0-	-0-	-0-	-0-	-0-	-0-
5. Indirect	300	-0-	300	-0-	-0-	-0-	-0-	-0-
6. Total	6,872	38,486	47,358	-0-	5,191	-0-	19,591	19,591

"OPERATIONS" DETAIL	BUDGET			EXPEND. THIS QTR.		EXPENDITURES YEAR-TO-DATE		
	(a) Approved CLSA	(b) Other*	(c) TOTAL For Year (a+b)	(d) CLSA	(e) Other	(f) CLSA	(g) Other	(h) TOTAL Expenditures (f+g)
3a. Contract Services	1,000	-0-	1,000	-0-	-0-	-0-	80	80
3b. Travel	1,900	-0-	1,900	-0-	-0-	-0-	240	240
3c. Office Supplies	1,800	-0-	1,800	-0-	50	-0-	1,121	1,121
3d. Printing	3,000	-0-	3,000	-0-	-0-	-0-	126	126
3e. Instr. Resources	1,083	-0-	1,083	-0-	-0-	-0-	-0-	-0-
3f. Communications	3,000	-0-	3,000	-0-	180	-0-	334	334
3g. Other	-0-	-0-	0	-0-	571	-0-	571	571
TOTAL	11,783	-0-	11,783	-0-	801	-0-	2,472	2,472


 Signature of Representative of Fiscal
 Elizabeth D. Minter
 Library Director 01/20/99

 Title _____ Date _____
 Wendy Goodson
 Contact Person
 Admin. Ass't. (714) 528-1906, ext. 202
 Title _____ Phone _____

*Sources of "other" funds of \$200 or more attached.
 CLSA FORM-52(Rev. 8/96)

#33: \M:\OFFICE\BUDGET\BUDGET\CLSA\MEMO.V64

CALIFORNIA LIBRARY LITERACY SERVICE
In-kind Resource Development (Fiscal Year 1998/99)

Placentia Library District
Name of Library _____

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

Instructions:

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

1. IN-KIND SERVICES (In Dollar Equivalents)	Church/ Service Groups	Business	Education	County/ Municipal	Foundation	Other	This Qtr's Total Resources	TOTAL YEAR-TO- DATE	This Year's Goals
a) Space	\$0	\$0	\$0	\$180	\$0	\$0	\$180	\$540	\$2,000
b) Materials	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$140	\$1,000
c) Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$500
d) Printing	\$0	\$0	\$0	\$115	\$0	\$0	\$115	\$355	\$1,000
e) Professional Services	\$0	\$0	\$375	\$0	\$0	\$0	\$375	\$1,125	\$2,000
f) Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$500
COLUMN TOTALS FOR QTR	\$0	\$0	\$375	\$295	\$0	\$0	\$670		
COLUMN TOTALS FOR YTD	\$140	\$0	\$1,125	\$895	\$0	\$0		\$2,160	

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

2. VOLUNTEER HOURS	THIS QTR	YTD	GOALS
a) Literacy Instruction	637	1,942	4,000
b) Talent/Support Services	338	749	2,000

Katie Matas
Contact Person
Literacy Coordinator
Title
(714) 524-8408 ext. 213
Telephone Number
K. Matas
Signature of Person Submitting Report
Literacy Coordinator
04/20/99
Date

CALIFORNIA LIBRARY LITERACY SERVICE
Adult Learner Activity Report (Fiscal Year 1998/99)

<u>Placentia Library District</u>	_____	1st Quarter	_____	2nd Quarter
Name of Library		July-September		October-December
		<u>X</u> 3rd Quarter	_____	4th Quarter
		January-March		April-June

Instructions:

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

QUARTERLY SUMMARY			TOTAL
1. Adult Learners receiving instruction at beginning of quarter (Same as #8 from last quarter's AL report)			41
2. Adult Learners who began during quarter			7
3. Adult Learners who left during quarter			
a. Learners who met goal	3a.	2	
b. Learners who became physically inaccessible this quarter	3b.	0	
c. Learners who left program for other reasons	3c.	5	
d. Learners who left program WITHOUT notification *	3d.	0	
e. TOTAL (Sum of items #3a thru #3d)	3e.		7
4. Adult Learners who received instruction during the quarter (#1 plus #2 minus #3d)			48
5. Adult Learners referred to other programs (never instructed) this quarter			2

CUMULATIVE SUMMARY			TOTAL
6. Cumulative total adult learners who received instruction this fiscal year-to-date (1st quarter = #4 above) (2nd, 3rd, & 4th quarters = #2 above plus #6 from previous quarter)			81
7. Cumulative total adult learners referred to other programs this fiscal year-to-date (1st quarter = #5 above) (2nd, 3rd, & 4th quarters = #5 above plus #7 from previous quarter)			9

END OF QUARTER STATUS			TOTAL
8. Adult Learners receiving instruction at the end of quarter (#1 plus #2 minus #3e)			41
9. Prospective Adult Learners awaiting instruction at end of quarter			18

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

Adult Learner Activity Report (continued)...

Characteristics of Adult Learners receiving instruction at end of quarter.

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

10. Ethnicity	Asian	Black	Hispanic	Native American	Pacific Islander	White	Other	Unknown	TOTAL
	15	0	18	0	1	6	1	0	41

11. Age Distribution	16-19	20-29	30-39	40-49	50-59	60-69	70+	Unknown	TOTAL
	0	5	16	11	5	2	1	1	41

12. Gender	Male	Female	Not Specified	TOTAL
	11	30	0	41

Double Check:

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

Placentia Library District

Name of Library

Katie Matas

Signature of person submitting this report

Literacy Coordinator 04/20/99

Title Date

Katie Matas

Contact Person

Literacy Coordinator (714) 524-8408 ext. 213

Title Phone

CALIFORNIA LIBRARY LITERACY SERVICE
Tutor Activity Report (Fiscal Year 1998/99)

Placentia Library District
Name of Library

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

Instructions:

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

QUARTERLY SUMMARY			TOTAL
1. Tutors instructing at beginning of quarter (Same as #9 from last quarter's Tutor report)	1.		39
2. Tutors who began instructing during quarter	2.		7
3. Tutors who left during quarter			
a. Tutors who left with notification	3a.	7	
b. Tutors who left WITHOUT notification	3b.	0	
c. TOTAL tutors who left (Sum of items #3a and #3b)	3c.		7
4. Total tutors who instructed during quarter (#1 plus #2 minus #3b (without notification only)) *	4.		46
Number of tutors trained during quarter	5.		14
6. Number of pre-service tutor workshops offered during quarter	6.		1

CUMULATIVE SUMMARY			TOTAL
7. Cumulative total tutors who instructed this fiscal year-to-date (1st quarter = #4 above) (2nd, 3rd, & 4th quarters = #2 above plus #7 from previous quarter)	7.		72
8. Cumulative total tutors trained this fiscal year-to-date (1st quarter = #5 above) (2nd, 3rd, & 4th quarters = #5 above plus #8 from previous quarter)	8.		28

END OF QUARTER STATUS			TOTAL
9. Tutors instructing at end of quarter (#1 plus #2 minus #3c)	9.		39
10. Prospective tutors awaiting training/matching at end of quarter	10.		15

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

Tutor Activity Report (continued)...

Characteristics of tutors receiving instruction at end of quarter.

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

11. Ethnicity	Asian	Black	Hispanic	Native American	Pacific Islander	White	Other	Unknown	TOTAL
	4	0	4	0	1	30	0	0	39

12. Age Distribution	16-19	20-29	30-39	40-49	50-59	60-69	70+	Unknown	TOTAL
	0	5	0	14	10	8	2	0	39

13. Gender	Male	Female	Not Specified	TOTAL
	5	34		39

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

14a. Number of library branches used for literacy instruction during quarter	2
14b. Number of additional sites used for literacy instruction during quarter	12

Legislative districts in which instruction occurred during quarter
a: State Assembly District #(s): <u>72</u>
b: State Senate District #(s): <u>33</u>
c: U.S. Congressional District #(s): <u>39, 41</u>

Placentia Library District
 Name of Library

Katie Matas
 Signature of person submitting this report

Literacy Coordinator 04/20/99
 Title Date

Katie Matas
 Contact Person

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

CALIFORNIA LIBRARY LITERACY SERVICE
Quarterly Narrative Report

Fiscal Year: 1998/99

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

Instructions:

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

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

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

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

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

The Rotary Club of Placentia donated tickets to the Literacy Program for tutors to attend the Friends of Placentia Library's annual author's brunch. This is the sixth year Rotary has donated a table of tickets to the Literacy Program.

A 15-hour tutor training workshop was offered as well as a 3-hour supplemental workshop for current tutors.

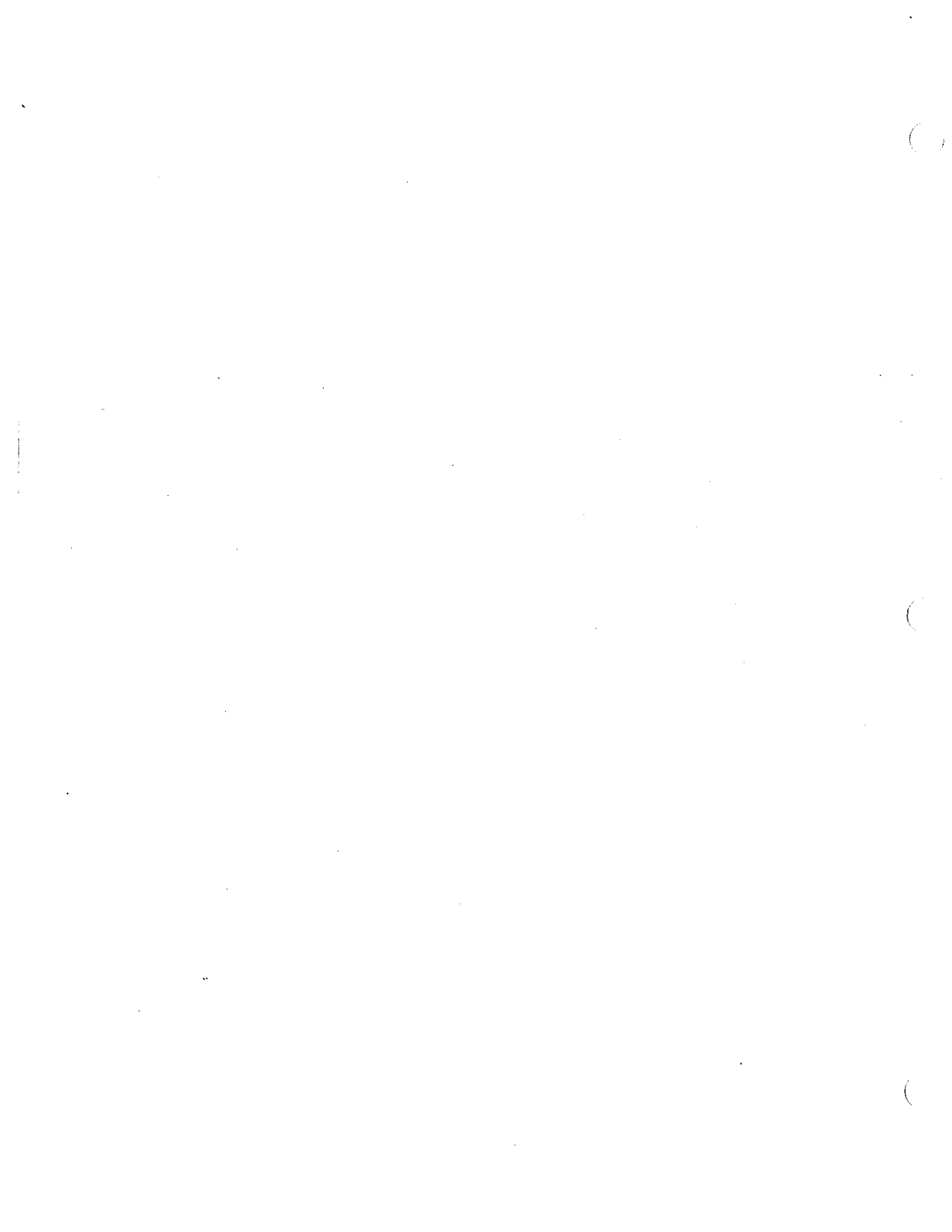
The biggest challenge continues to be recruiting tutors for the ever-growing list of students. The city newsletter and the college class schedule continue to be the most effective recruitment tools. Next quarter two major community events will take place, the Chamber Business Showcase and the Old Towne Fiesta. The Literacy Program will be represented at both events. Hopefully that will spark some more community interest in the program.

Katie Matas
Signature of person who prepared this report

 Check here if you would like this information shared with others

Katie Matas
Printed name

(714) 524-8408 ext. 213 / plalit@cosmoslink.net
Telephone / email



CALIFORNIA STATE LIBRARY

LIBRARY—COURTS BUILDING • P.O. BOX 942837 • SACRAMENTO, CA 94237-0001



MEMORANDUM

TO: Members, Library of California Board

FROM: Tom Andersen, CLSA Program Coordinator *Tom Andersen*
Anne Marie Gold, Interim Manager *AMG*
Library of California

DATE: May 6, 1999

SUBJECT: Library of California Board actions taken at the April 28-29, 1999 meeting

Purpose of the Library of California Act:

The Legislature finds and declares that it is in the interest of the people of the state to ensure that all Californians have free and convenient access to all library resources and services that could provide essential information and enrich their lives; and, to respond fully and successfully to these information needs and to the diversity of California's population, libraries of all types and in all parts of the state must be enabled to interact, cooperate, and share resources. This policy shall be accomplished by enabling libraries of all types and in all parts of the state to provide their users with the services and resources of all libraries in this state, and by assisting libraries to provide and improve services to the underserved.

To achieve the purpose of the Act, the following actions were taken at the Library of California Board meeting in Sacramento on April 28-29, 1999:

Adoption of Agenda

1. It was moved, seconded (Fong/Calderon) and carried unanimously that the Library of California Board adopt the agenda as presented.

Approval of Minutes

2. It was moved by President Dawe to approve the draft minutes of the February 24-25, 1999 Library of California Board meeting as presented.

Legislation

3. It was moved by the Legislation Committee (Steinhauser) and carried unanimously that the Library of California Board support SB 927.
4. It was moved, seconded (Steinhauser/Fong) and carried unanimously to table the motion regarding AB 1289.

Statewide Information Databases

5. It was moved, seconded (Kallenberg/Calderon) and carried unanimously that the Library of California Board approved the conceptual program design as outlined in Exhibit A and direct the staff to work on continued program development. (see Exhibit A)
6. It was moved, seconded (Kallenberg/Steinhauser) and carried unanimously that the Library of California Board instruct its Chief Executive Officer to make the "Statewide Serials Database" available as the initial statewide serials access program of the Library of California in accordance with Section 18851 (b) of the Education Code and to allocate FY 1999/2000 Library of California funds not to exceed \$350,000 for the fiscal year beginning July 1, 1999, and that access be unrestricted for a period of one year to showcase a service of the Library of California.

Regional Library Network Development

7. It was moved, seconded (Kallenberg/Fong) and carried unanimously that the Library of California Board approve the currently established eight planning regions as the final Planning Regions for Regional Library Network development.

Interlibrary Loan and Direct Loan Services

8. It was moved, seconded (Fong/Frizzelle) and carried unanimously that the Library of California Board direct its Chief Executive Officer to extend the current pilot multitype interlibrary loan reimbursement program through the end of September 1999.

9. It was moved by the Access Services Committee (Fong) and carried unanimously that the Library of California Board adopt, subject to the concurrence of the State Department of Finance, reimbursement rates for the 1999/2000 fiscal year as follows: for CLSA interlibrary loans, a reimbursement rate of \$3.82 per eligible transaction; for CLSA direct loans, a reimbursement rate of \$.73 per eligible transaction; and that the Chief Executive Officer inform all participants of the 1999/2000 reimbursement rates as soon as Department of Finance concurrence is obtained.

10. **Legislation**

It was moved, seconded (Frizzelle/Tuttle) and carried unanimously that the Library of California Board accept the testimony of guests at the meeting on AB 1289.

STATEWIDE INFORMATION DATABASE LICENSING

CONCEPTUAL DESIGN FOR THE LIBRARY OF CALIFORNIA PROGRAM

Executive Summary

The conceptual design of the statewide information database licensing program is intended to be fluid and will be changed with time as experiences with licensing yield useful knowledge and point this program in directions that make it more useful to the library community.

The design involves five components—Evaluation, Negotiation, Trial Selection, Fiscal Agency, and Program Value. The centerpiece of the program will be a closed, private Website for Library of California members which facilitates the program's workflow. Included in the Website are six Sections—Licensed Resources in California, Recommended Resources for Licensing (the "Wish List"), Resources Under Consideration, Resource Evaluations, Evaluation Archive, and Available Licensing Options.

Through the use of this Website members will list what they have licensed, indicate their preferences for resources they wish to license, sign up to evaluate resources under consideration, post their evaluations, have access to other evaluations from other state and commercial sources, continue to comment on database usage as it evolves, and identify current licensing offerings as they become available.

The program workflow (p.5) relies on the continued participation of the Negotiators' Advisory Task Force (NATF); the participation of local libraries, accessing and participating in the Website; and the identification of appropriate fiscal agents for expanded licensing.

The design components are described in detail (pp. 6-7). End users outcomes are offered as well as recommendations and considerations for the program's future and the probable advantages and the potential disadvantages of the conceptual program.

New concepts include the compilation of an effective evaluation source that all libraries will be able to use; a database selection mechanism for the NATF to use in pursuing contract negotiation and trial databases; a dual concept for trial database licensing—(1) continuing to purchase trials for all libraries or some portion of libraries (our existing direction) and (2) purchasing trial licenses for the evaluating libraries only.

STATEWIDE INFORMATION DATABASE LICENSING

CONCEPTUAL DESIGN FOR THE LIBRARY OF CALIFORNIA PROGRAM

Background

At the request of the Library of California Board this conceptual design is offered for the Library of California Statewide Information Database Licensing Program.

The Library of California Act states: "The sum of five million dollars (\$5,000,000) is hereby appropriated from the General Fund to the Library of California Board for the purpose of funding the startup phase of the Library of California...for expenditure in the 1998-99 fiscal year to pay the costs of all of the following:...(b) Statewide information database licenses." (Article 8, 18870, SEC.2)

Since the Library of California Board took office on January 1, 1999, a multi-type advisory group of key negotiators of information database licenses has been convened, six project areas relevant to the program direction have been identified and preliminary work has begun in these areas. It should be noted that the conceptual program design outlined here cannot be fully realized until the regional library networks are in place and, as a result, steps will be proposed and taken along the way in preparation for full program implementation.

Much has been said to date on the topic of statewide information database licenses regarding the progress of other states in this area, the variety of strategies and techniques employed nationally, the complexities of licensing in California, the extensive negotiated agreements already in place, the time-consuming and redundant negotiated efforts already expended, and the need to reorganize and build on current efforts for the benefit of all in accordance with the spirit of the Library of California Act. In February, the Library of California Board adopted the following program direction:

"Negotiate some database licenses and buy others for trial periods. The responsibility for funding the use of electronic databases would remain at the local level. The State's role would be to fund the activities surrounding negotiation efforts to secure pricing agreements beneficial to California libraries and to purchase for limited amounts of time, databases deemed to be beneficial to the library community."

Goal of the Program

With the mandate of the Act and the adopted program direction, stated above, in mind, the goal of this new program is *the ability for all Californians to obtain the current reference and research information they need directly through their libraries of all types at an affordable cost to the library.*

Objectives in support of the Goal

Objectives to support this service goal include the following:

1. develop a workable process which builds on and enhances but does not inhibit or obstruct similar programs in existing library segments which are already well-developed and well-established
2. provide a central repository for the collection of evaluative comment on information databases which can be shared by all Library of California libraries
3. establish a vehicle for the determination of licensing interests and priorities among the Library of California libraries
4. facilitate the extension of existing licensing agreements to the multi-type library community through a cost-effective process that minimizes risk to the agreement holder and fairly distributes additional administrative activities
5. provide a central repository for evolving evaluation, based on continuing database usage

The conceptual program design contains five components—Evaluation, Negotiation, Trial Selection, Fiscal Agency, and Program Value, which depend upon a Website supporting the components.

The Website

The centerpiece of the program design is the establishment of a cooperative, private Website. The Website's primary function is to allow Library of California libraries to participate in a process whereby qualified electronic resources can be identified, recommended for evaluation, reported upon, and selected for a statewide negotiation or trial purchase process. Following are guidelines and characteristics of the proposed Website:

1. allows for self-certification of interim Library of California membership eligibility (evolving to actual membership when appropriate)
2. offers a secure “members-only” environment by requiring a registered login and password
3. offers a registration area for librarians to indicate their willingness to serve as resource evaluators
4. offers an area where newsworthy messages and bulletins may be posted
5. includes the following areas—

Section 1 Licensed Resources in California

-- a listing, by resource name, of libraries currently licensing each resource; provides the ability for libraries to add themselves to the listings as they acquire or drop resources

Section 2 Recommended for Licensing, “the Wish List”

-- a listing, by resource name, of resources that libraries wish to license; provides the ability for libraries to add themselves to the listed resources to indicate their interest

Section 3 Resources Under Consideration

-- a listing, by resource name, of resources currently available for evaluation; provides an ability for registered evaluators to sign up to evaluate a listed resource

Section 4 Evaluations

-- a listing, by resource name, of available evaluations; would contain evaluations from Section 3 (above), links to evaluations currently posted on any other California evaluation Website (e.g. CSU, CTAP, etc.); other negotiating groups would be encouraged to post their evaluations (if they haven't already done so) or to facilitate links to their own current postings; the Library of California Board would be approached to license current commercial reviews of digital resources from major review media (e.g. *Library Journal*, *Choice*, *Booklist*, etc.) for inclusion in the evaluation area

Section 5 Evaluation Archive

-- a listing, by resource name, of previously evaluated material; provides a place for continuing commentary on these resources

Section 6 Available Licensing Options

-- a listing, by resource name, of any resource offerings, the offering negotiating entity, and the details of participation

Program Workflow

The Negotiators' Advisory Task Force (NATF) will initially assemble the list of licensed resources (Section 1 of the Website) and the Evaluations area (Section 3), based on currently available data. When the Website becomes available, libraries will be encouraged to establish their Library of California interim membership eligibility, to update the licenses they currently hold in Section 1, to indicate their interest in additional licensing in Section 2, and to register to be evaluators. The NATF will review Section 2 for expanded licensing interest and Section 1 for potential licensing sites and then determine which resources will be candidates for expanded negotiation and which organizations will be designated to accomplish the negotiation (or, alternatively, what other arrangements might be pursued).

The NATF will also review the largely unlicensed resources and agree upon resources to post (with evaluation guidelines) in Section 3. An Evaluation Team (generally 6 in number) will be solicited, identified, and confirmed by NATF. Trial licenses to the resources under consideration would be funded for the organizations from which the evaluators are selected. The number of licenses will depend upon the composition of the Evaluation Team, relevant to the resource being licensed, its primary audience, the cost of licenses, and the balance within the Team, based on such factors as geographic distribution, previous participation, and concurrent non-Library of California evaluation activities. Licenses would be funded and obtained for the evaluators' organizations for a one-year period (in most cases) during which they may use the resources freely. Each Evaluation Team will have a closed listserv through which to communicate with other Team members.

The evaluations will be posted by each evaluator using a Web-based form. The posted evaluations, links to other evaluations, and any licensed commercial reviews will provide librarians with the insight to make resource choices. The resources under evaluation in Section 3 will then move to Section 2 and with appropriate acceptance (librarians adding their libraries to the "Wish List"), on to a negotiation path.

The Design Components

Evaluation Reviews will be available via licensed commercial sources, links to established sites, and from evaluation teams of registered library evaluators. Usage of reviews will be restricted to Library of California member librarians, and not the general public (in the initial development of the program).

Negotiation Negotiation (new or expanded) will be assigned by NATF to a negotiating entity. In most cases that entity will currently hold a contract, and will need to expand it to include additional libraries. If there is no contract, the entity will negotiate one under the expanded purview. The entity may seek additional compensation from the Library of California in order to accomplish this additional task. The entity will determine the cost prior to the negotiation and issue guidelines for the participation of additional libraries. These details will be posted in Section 6 of the Website.

Trial Selection Trials will be recommended and evaluated according to the the guidelines and program workflow previously discussed. The NATF, libraries, or the State Library may additionally suggest that trial databases be purchased for the library community as a whole or some substantial portion of it in the event that an exceptional and beneficial opportunity presents itself. The availability of free trials of resources will be posted on the Website along with other news items relevant to licensing activity.

Fiscal Agency In the current environment, it is anticipated that existing license agreements can be expanded to include additional libraries. Existing agreements are contracts usually based on a specific number of licenses and libraries. When these contracts are signed, there must be guarantees of payment to the negotiating entity. In the context of contracting, a tighter group may develop the trust among the participants that the necessary contractual payments will be forthcoming, whereas a larger group of lesser-known participants cannot offer the same comfort level to the negotiating entity. In order to eliminate risk, expanded agreements may need payments from additional libraries in advance. Payments might best be made to a fiscal agent and then forwarded on to the negotiating entity. When the regional library networks are established, it is anticipated that they may fill this role for their member libraries and be able to quantify the potential licensees in the region, collect the funds, and forward them on to the negotiating entity.

In the initial six licensing projects, two involve collection of license fees from participating libraries by CLSA Cooperative System(s) and by a private academic consortium. It will be prudent to watch the fiscal agency issues closely in these beginning projects and monitor the ease of operation and the continued feasibility of this payment method. Further consideration might be given to the establishment of a

centralized fiscal agency in the future, specifically for collection activities and perhaps for contracting and administrative activities as well, should the ongoing situation warrant.

Program Value The value of the program will be established through a variety of methods. The Website will have an online comments area and clickable e-mail addresses of various administrators for the establishment of ongoing feedback. Surveys will be taken at various times to solicit opinions and reactions on a variety of issues. Surveys will be posted on the Website. Website-generated reports of Web activity will be developed yielding information on such measures as type of library accessing the site, number of accesses by Section, etc. These reports will be made available to the Board and the legislature.

Expected End User Outcomes

The end-user outcomes which are expected from the statewide information database licensing program are the following:

1. the provision of the best and most relevant information sources to satisfy the information needs of all Californians
2. the most cost effective use of taxpayer dollars in any information database purchasing or negotiation activity through—
 - (a) the reduction of costly redundant contracting activity
 - (b) the use of the power of California as a state to secure the best prices
 - (c) mechanisms that provide for focusing attention on resources that accurately represent the needs of Californians
 - (d) tools that will provide for effective evaluation, aid in database selection, and begin to address statewide electronic collection development
3. enhanced ability of local libraries to provide better service through more efficient database selection based on effective evaluation tools and an array of licensing offerings
4. enhanced skill of local library staff in identifying additional libraries providing the information resources which Californians need
5. direct user access to the usage of selected databases for a select group of libraries or for the state at large for some period of time

Conclusion

In conclusion, the outlined conceptual program will need to evolve through additional thought and continuing development. Development will more wisely come with the experiences which the preliminary projects and the first trial database will yield. The conceptual program outlined does, however, offer a framework and certain pieces with which to begin. Following are some thoughts on what should be considered and monitored or re-approached and some critical comments, both positive and negative, where successes as well as pitfalls might be anticipated.

Recommendations and Considerations for the Program's Future

1. When the regional library networks are in place, there may be interest among them in database contracting/licensing. It would be wise to look again at the NATF and perhaps consider developing a process for continued equitable participation if the balance of activity shifts from today's major licensing groups to other entities. Whatever evolves should recognize current licensing activities, the capabilities of potential task force members, efficiencies of task force operation, and hopefully recognize significant licensing expertise.
2. Monitor the interrelationship between fiscal agents and negotiating entities. Consider establishing a centralized group for administration and ongoing contracting.
3. Consider a "vendor feedback" capability connected to the evaluation process for vendor clarification as well as potential product improvement. Consider licensing reviews to vendors or to other states.
4. Consider outsourcing the Website or funding another library agency to maintain it.

Probable Advantages of the Conceptual Program

1. "California Licensed Resources" will be identified and collected in one place. This will be a valuable inventory that can be used and quantified for a variety of purposes. It will provide a starting point for cooperative electronic collection development as well as a resource for patron referral.
2. An evaluations database and archive will be produced that will truly benefit the evaluative collection development efforts of all California libraries by centralizing evaluations of digital content from a variety of sources.
3. The evaluations database and archive (minus commercial reviews) could potentially be licensed to other states or to vendors.
4. The program will offer a centralized process for "wish list" management across all library segments.
5. Library staff who invest time in evaluating resources will be compensated through their library's use of database licenses (using the trial option that buys licenses for evaluators).
6. Libraries which are not a part of an elaborate review and evaluation process can participate with other colleagues in this activity where they would otherwise have no ability to do so.
7. "Available Licensing Options" (Section 6 of the Website) could be used to post offerings from consortia outside of California. Libraries are beginning to shop for the best available licensing terms and some currently use consortia outside California (e.g. BCR in Colorado). These offerings could be posted for interim or alternative purchases.
8. The Website can be designed to minimize staff/NATF involvement and to maximize local library input and database maintenance (by allowing libraries to enter/correct their own data). Direct Website control will be necessary within the Library Development Services Bureau.

Potential Disadvantages of the Conceptual Program

1. The fiscal agent/negotiating entity relationship may prove cumbersome and unworkable.

2. Local libraries may have difficulty with licensing/paying through fiscal agents because of local procurement practices or procedures. Difficulties may arise (although they should be short-term) in establishing satisfactory subscription cycles (where all libraries are asked to sign up and pay for a particular database by a certain deadline).
3. Some vendors may be unwilling to work in the context of expanding existing contracts. Other approaches would be necessary.
4. Some vendors may be unwilling to develop acceptable multi-type pricing models.
5. Although there is successful precedent, extending existing contracts may be more cumbersome to negotiating entities than the compensation for doing so can accommodate.
6. Compensation to negotiating entities may exceed what Library of California funds can support.
7. The cost of designing and administering the Website may exceed available funds and staff.

LIBRARY OF CALIFORNIA BOARD MEETING SCHEDULE F

January 25-27, 1999	Sacramento, California State Library
February 24-25, 1999	Los Angeles, UCLA Bradley International Center
April 28-29, 1999	Sacramento, California State Library
June 16-17, 1999	Redding, McConnell Foundation
August 11-13, 1999	San Diego, Library of UCSD
November 11-12, 1999	Palm Springs, CLA Conference Headquarters

1999 CALENDAR OF UPCOMING EVENTS/DEADLINES

April 30	California Library Literacy Service 3 rd Quarter 1998/99 reports due at State Library
May 1-31	Regional Library Network Planning Grant applications due at State Library
May 3	CLSA Families for Literacy Applications for 1999/2000 due at State Library
May 14	California Library Literacy Service Applications for 1999/2000 postmarked to State Library (libraries applying for first year funding)
May 15	Statistics (April) for the Library of California Interlibrary Loan pilot program due at State Library
May 21	California Library Literacy Service Plans of Service for 1999/2000 postmarked to State Library (for programs in years 2-5)
June 1	1999/2000 California Library Services Act (CLSA) System Plans of Service due at State Library
June 7	Public hearing on Library of California regulations, Fresno
June 8	Public hearing on Library of California regulations, Santa Barbara
June 9	Public hearing on Library of California regulations, Pasadena
June 10	Public hearing on Library of California regulations, Temecula

June 15 Statistics (May) for the Library of California Interlibrary Loan pilot program due at State Library

June 16-17 Library of California Board Meeting, Redding, McConnell Foundation

June 17 Public hearing on Library of California regulations, Redding

June 21 Public hearing on Library of California regulations, Napa

June 22 Public hearing on Library of California regulations, Millbrae

July 15 Statistics (June) for the Library of California Interlibrary Loan pilot program due at State Library

July 15 4th Quarter 1998/99 CLSA ILL claims due at State Library

July 26 Public hearing on Library of California regulations, Sacramento

July 30 CLSA Families for Literacy 1998/99 Final Reports due at State Library

August 11-13 Library of California Board Meeting, San Diego, Library of UCSD

September 1 1998/99 CLSA System Annual Reports, System Uniform Expenditure Reports and 1999/2000 System Uniform Budget Reports due at State Library

September 30 California Library Literacy Service Matching Funds Certifications postmarked to State Library

October 15 1st Quarter 1999/2000 CLSA ILL claims due at State Library

October 29 California Library Literacy Service 1st Quarter 1999/2000 reports due at State Library

November 5 California Library Literacy Service Plans of Service and Budgets for matching funds postmarked to State Library

November 11-12 Library of California Board Meeting, Palm Springs, CLA Conference Headquarters

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *Edm*
SUBJECT: Review Library Revenue Issues and continue the discussion of the feasibility of Library Parcel Tax ballot issue.
DATE: May 19, 1999

BACKGROUND:

Library Revenue Issues

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

1. Property Tax

The ERAF issue appears to be somewhat alive with the Legislature. Staff will continue to monitor activity on all ERAF-related issues.

President Shkoler and Library Director Minter will provide an update of information presented at the California Special Districts Government Affairs Day Seminar on May 17, 1999.

2. State Funds

Staff continues to monitor the progress of the Public Library Fund in the State Budget.

3. Local Revenues

No new information to report.

Parcel Tax Election Considerations

No new information to report.

RECOMMENDATIONS:

1. Give direction for future action

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PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *edm*
SUBJECT: Review Placentia Library History Room Committee's proposal for expansion of the Room in response to the City of Placentia's request for budget information related to Library projects
DATE: May 19, 1999

BACKGROUND:

The Placentia Library History Room Committee has completed its program study in preparation for expansion.

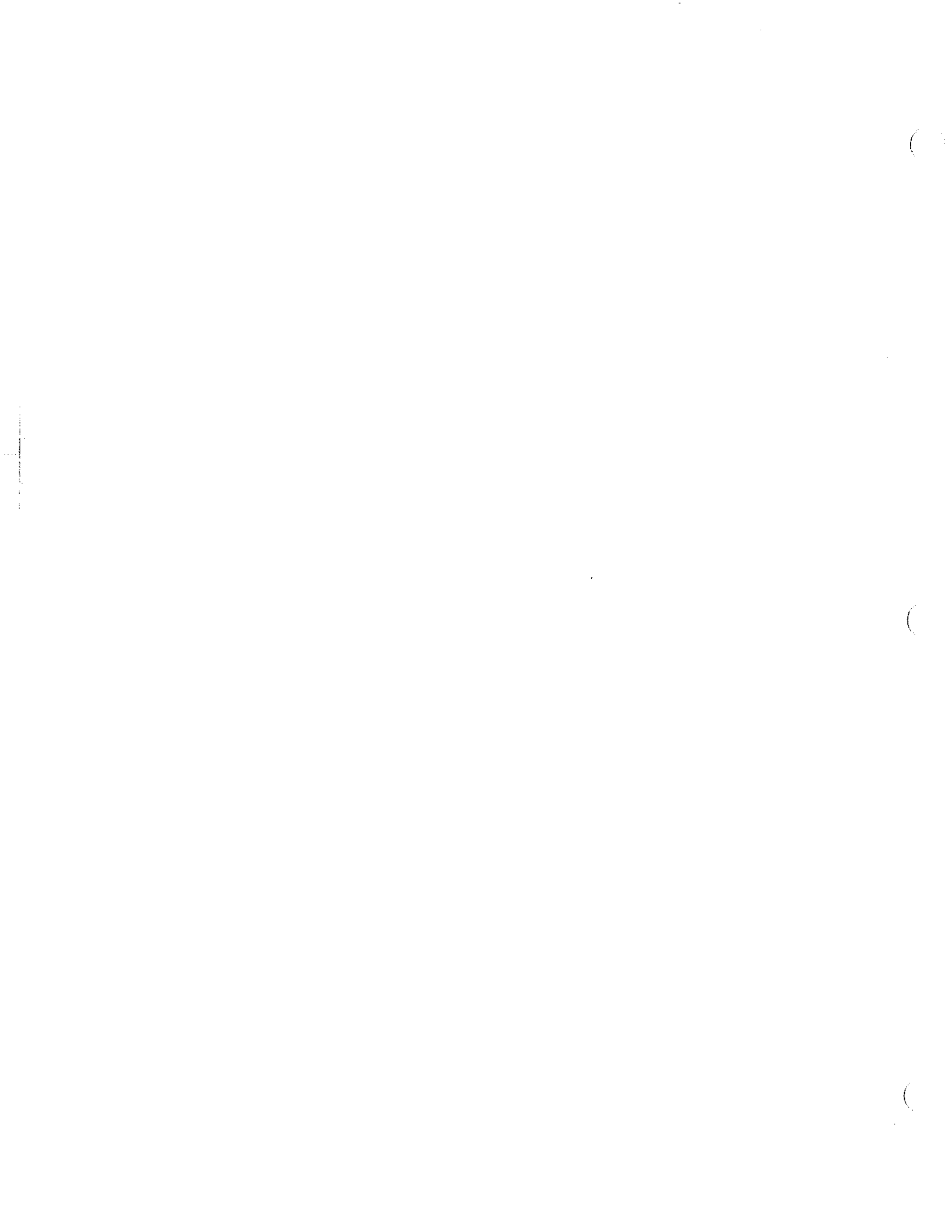
City Building Official Robert Chang reviewed two of the expansion possibilities and provided cost estimates of \$12,000 to \$15,000 for either option, including electrical, mechanical and heating system modifications. Mr. Chang's drawings will be available for review at the Board meeting.

The Library Director recommends that the Board and the City consider expanding in both directions at the same time, one for public use and one for storage and processing.

The cost of adding space to the outside of the building would be over \$100,000.

RECOMMENDATIONS:

Approve the study and authorize the Library Director to forward the study and the District's endorsement of the project to the City Administrator.



May 10, 1999

TO: ELIZABETH,
LIBRARY DIRECTOR

FROM: HISTORY ROOM COMMITTEE
Pat Irot, Pat Jertberg, Marie Schmidt



RE: HISTORY ROOM EXPANSION PROPOSAL

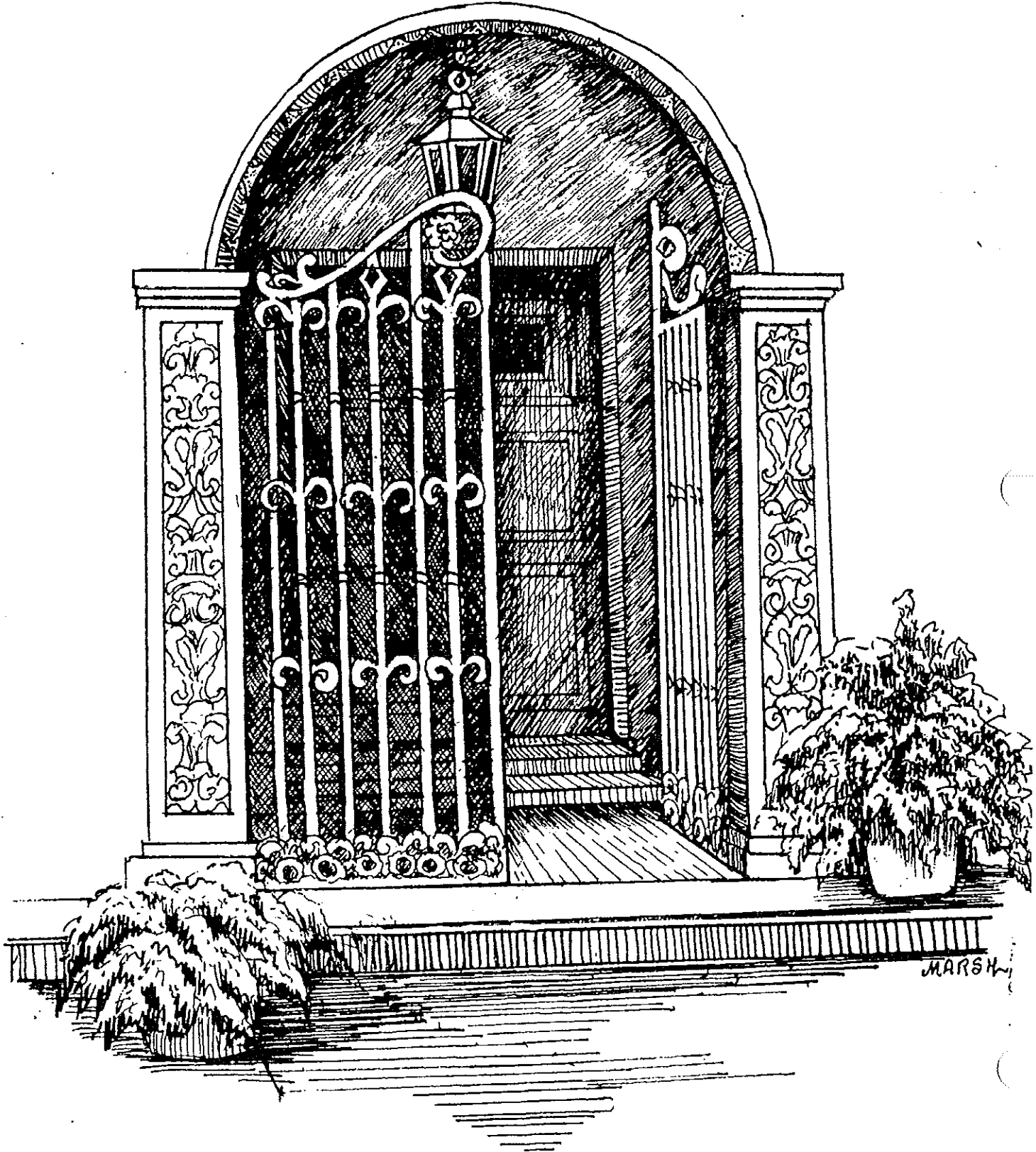
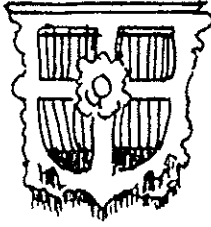
You will find attached our completed proposal, with copies for the Trustees

While the text encompasses this committee's ideas and includes input from the Placentia Historical Committee, the written presentation is the careful work of committee member, Pat Jertberg.

We are in the process of completing the inventory and developing inventory projections as you suggested. The next step, we assume, is review of the proposal by you and by Julie Shook before the Library submits it to the City Council for consideration of funding.

We appreciate your encouragement and support from the beginning. Please let us know if we can assist with any further explanation.

PUBLIC
PLACENTIA LIBRARY



PROGRAM PROPOSAL

for the

**EXPANSION OF THE PLACENTIA HISTORY
ROOM
in the
PLACENTIA DISTRICT LIBRARY**

Prepared for
Elizabeth Minter, Director of the Placentia District Library

for Presentation to

The Placentia District Library
Board of Trustees

Prepared by the
Placentia History Room Ad Hoc Committee

May, 1999

PROGRAM PROPOSAL

INTRODUCTORY STATEMENT

This program proposal for the expansion and furnishing of the existing Placentia History Room at the Placentia District Library is submitted to the City of Placentia for funding consideration. This proposal is prepared by the Placentia History Room Ad Hoc committee composed of representative members of the Friends of Placentia Library, Library staff, and the Placentia Historical Committee (Appendix A). The proposal is prepared in response to a request for further information and specifics by members of the Placentia City Council, the Placentia Library Director, and the Chairman of the Library Board of Trustees. The present Placentia History Room includes approximately 252 square feet of space and serves a patron population of 50,000. The Placentia History Room expansion program proposes adding a minimum of 220 to 365 square feet of space, depending on construction feasibility of extending to the north or to the west, utilizing adjacent existing Library storage space (Appendix B). It is understood that the size of the space may change depending on the final decision of the Library Board of Trustees and Library Administration.

The expansion will provide essential space for the repository and processing of personal historical collections acquired in accordance with the Collections Policy for the Placentia Historical Committee adopted by the City Council in February, 1993 (Policy #507). The expansion is also consistent with the Placentia Library District Board of Trustees' Agenda Item 23, received and filed by on March 15, 1993, that stipulates the Placentia History Room Collection Policy. Since initiation of this joint venture between the Placentia Historical Committee and the Placentia Library District, the Placentia History Room collection has grown through donations of historical materials from the Samuel Kraemer family, Virginia Carpenter's estate, and most recently, Ysidora Brower's estate. These significant donations include books, documents, photographs, maps, and memorabilia that enhance our knowledge and understanding of the history of Placentia on a very personal level. The recognition of the value of preserving our past as a legacy for future generations is now extending into the community at large.

These donations are gratefully received and future donations encouraged. However, the collections are expanding beyond the space available to process and store them so they are accessible for public use. The purpose of the Placentia History Room is not only to serve as repository but to make the historical materials accessible to the patrons of the Library and community at large. Presently, the limited space and equipment affects the timely processing of historic collections donated. The processing activities include review of each item, entry of the information into the History Database, removal of archivally inappropriate materials, and placement of the item(s) into acid-free, archival folders or boxes. Until the processing is complete, the materials are not accessible to the patrons.

The proposed program is consistent with the mandates discussed above, will improve timely accessioning and processing of donations, will expedite accessibility to the public, and will encourage patron use of local historical materials within the collections.

PURPOSE AND OBJECTIVES

The purpose of the proposed expansion program for the Placentia History Room is to provide additional space in order to facilitate patron utilization. The added space will provide for the acquisition, organization, preservation, and public use of both primary and secondary materials relevant to the history of Placentia and its vicinity. A well organized local history archival resource promotes a sense of pride in community through an understanding of its diverse cultural, ethnic, geographic, agricultural, economic, social, and political heritage. The first priority is the patron, which leads to acquiring an organized and useful collection and providing an environment conducive to patron access. The primary goal, therefore, is the development of the facility as a resource center for the people of Placentia. Through community outreach, it is to seek acquisition of diverse local historical collections, appropriate for all ages and levels of interest from serious scholarly research to avocational pursuits. Stimulation of community interest in local history and promotion of Library use is to be encouraged through the presentation of historical programs appropriate for students and adults.

The objectives of the program are to stimulate and enhance understanding of our city's diverse civic, business, social and economic history and to increase Library patronage. We propose constructing and furnishing an environment conducive to casual and serious patron research through:

- 1. Providing an environment conducive to casual and serious patron research.** This will be achieved by adding reading tables, improving lighting, separate quiet study space for serious research, making archival materials retrievable, improving lighting, providing audio-visual equipment to enhance historic study such as microfiche reader with copy capabilities, TV/VCR for viewing historic tapes, slide projector and tape recorder.
- 2. Increasing research space.** This will be achieved by providing more reading area in the Patron room, additional space for computer database access, and work/study areas. This will also provide an ideal location for recording local oral histories.
- 3. Increasing space and equipment to expedite processing, repairs, and storage of collection materials.** This will be achieved by providing a processing/work table in the Archive room, adding computer work stations, purchase of equipment to facilitate repairs and processing such as copy machine and archival supplies.
- 4. Providing for sufficient technological equipment.** This will be achieved through the purchase of additional computers for data entry and retrieval of data, audio-visual equipment for historic materials on mixed media, and recording of oral histories.
- 5. Presenting historical programs.** This will be achieved through the utilization of the collections of local history materials made more accessible through the enlargement of the history room space and technological equipment. Programs such as slide presentations and small discussion groups will be possible.

6. Providing for potential future technological developments (virtual library). Future technological developments may include interactive historical activities through new virtual reality capabilities. This will be provided for by including sufficient electronic outlets to accommodate future technology when it becomes available and is financially feasible.

7. Improving lighting. This will be achieved through providing additional overhead lighting, in both the Patron and Archive room. Additional soft lighting will be added to the reading tables in the Patron room.

8. Adding reading tables and lamps. This will be achieved by providing two reading tables, approximately 5' by 3' in the Patron room. This will create an atmosphere conducive to browsing through the books in the room, quiet study, and writing activities.

9. Adding viewing area and equipment for slides or film presentations. This will be achieved by including an audio-visual area to review slides, listen to tapes, view tapes. Ideally, the space will be adjustable so that it can be expanded to have small group programs. Larger programs could be incorporated into other areas of the library.

PROBLEM DEFINITION AND NEED

The City of Placentia, the Placentia Historical Committee and the Placentia District Library have expressed their commitment to the preservation of local historical materials through a joint agreement to seek the acquisition and preservation of these materials and for the Library to serve as the official repository. Since the inception of the joint agreement in 1993 and through outreach efforts into the community by the Placentia Historical Committee and the Placentia History Room Committee, the historical collection has grown beyond the space available. One of the primary objectives of the Placentia History Room committee is to not only preserve the history but to serve the library patrons by making it accessible to them. The existing facility provides approximately 252 square feet and includes one library table, three chairs, a computer workstation with no desk space, three file cabinets, a metal map file cabinet, four book shelves (three free-standing book shelves and one against a wall) and two glass enclosed display cabinets. The present space, equipment, and furnishings are inadequate to achieve the goals outlined above.

STRENGTHS AND LIMITATIONS OF COMPARABLE FACILITIES

Prior to preparing program proposal, the Placentia History Room Committee felt it was necessary to know the level of historical services offered by other nearby library facilities. Information needed included the manner of acquisition, organization, preservation, retrieval of materials, staffing and space offered. To this end, History Room Committee members visited eight other local libraries to assess their community history facilities. These libraries include Anaheim, Fullerton, Orange, Yorba Linda, Brea, La Habra, Ontario and Corona. An information check list was used as a guide to gather comparable data (Appendix C). A summary of the results of the visits, is as follows:

1. The recognition of the value of preserving local history was uniform in each community, although the extent of the effort and procedures differed from one facility to another.

2. Two libraries serve as a source for official archive collections. Anaheim is designated as a Disney archive and Ontario library acts as the archival library for the City of Ontario. Most libraries have set up a space to serve the collection of the history of the community. La Habra and Brea have no designated history room and refer inquiries to the local historical societies and their collections.

3. Space allocations vary from 2000 square feet in Corona to a simple locked bookshelf in Yorba Linda. The Placentia History Room is approximately 252 square feet. Three libraries (Anaheim, Corona, and Ontario) have a professional library staff of 2.5 FTE. One has a .5 FTE and two have staff assigned on an as needed basis. Placentia District Library has one staff assigned for patron interaction, as liaison with volunteers, and as a member of the Placentia History Room Ad Hoc Committee. All libraries reported the improvements they might seek was assignment of additional staff time.

4. None of the libraries visited indicated they have an acquisition policy in place or joint repository agreements with local history groups. The Placentia District Library Board of Trustees, the Placentia History Room Committee, and the Placentia Historical Committee have a joint repository agreement and acquisition policy.

5. The libraries with collections preserve photographs, clippings, files, organization records, newspapers on microfiche, and official documents. Some have letters and family documents from founding families. Oral histories exists in the Ontario facility. The Placentia History Room contains all of the above, though not to the extent that some others have.

6. The organization and preservation process is similar for all facilities and includes acid-free folders, files, and storage boxes although retrieval is through a card catalog system rather than a computer-based program. The Placentia District Library is the only facility implementing a computer-based retrieval system.

7. In the libraries visited, patron usage is reported heaviest for high school annuals, obituaries, newspapers, and photographs.

In summary, the survey of local libraries reinforced the concept of the preservation of historical and archival materials. The Placentia History Room Committee, however, has focused from the beginning on plans for the *retrieval* as well as collection and preservation of historic and archival materials. The Committee's emphasis, from the beginning, has been on serving the patron's needs. Through its computerized database, the Placentia History Room collection will be available to patrons locally, and ultimately envisions the collection connected to a system linking archival collections in the southern California area.

PROGRAM ACTIVITIES

The expansion program proposes two expansion alternatives that are dependent upon the construction feasibility of extending to the north or the west utilizing adjacent existing Library storage space. As stated above, it is understood that the proposed expansion space may be altered depending on the actions of the Library Board of Trustees and the Library Administration. Both alternatives include use of the existing Placentia History Room as a patron area and the expansion area and an archival room to be used for processing, storing archives, and for special research activities. Alternative 1 proposes an expansion to the west of the existing Placentia History Room and Alternative 2, to the north (Appendices D and E). All illustrations presented (Appendices B, D, & E) are conceptual and based on space estimates. The program activities are presented in three phases to accommodate potential funding constraints.

Phase I - Creates space only

Construction Activities

- Demolition and construction of walls and doorways
- Rewiring, with maximum outlets, (including in-floor outlets in both rooms), for lighting, heating, ventilation
- New wiring for 4 computer work stations/network (dedicated computer lines)
- Painting, both rooms,
- Carpeting, both rooms.

Personnel Needs

- Move and relocate materials and shelving in storage space,
- Box and store all materials in History Room,
- Move equipment and furniture from History Room
- Relocate some files and cabinets into expansion area after completion.

Phase II - Subdivision of Space

Construction Activities

- Installation of cabinetry, storage, and work spaces in expansion room,
- Install built-in book shelving in History Room
- Install computer network system

Personnel Needs

- Unpack and reshelve collections, files, books
- Arrange archival files
- Organize work areas

Phase III - Project Completion

Construction Activities

- Installation of furniture, lamps
- Installation of computers and office equipment,

Personnel Needs

- Organization of Patron room
- Display preparation
- History Database data entry

PROGRAM ACTIVITY COST ESTIMATE

Estimated costs per phase and activity are presented in Appendix F and include the source of the cost estimate. With the exception of the computer network cost proposal, the costs presented are estimates and should not be considered absolute figures. The purpose of the cost estimate is to provide a general cost basis for the conceptual expansion program. When the proposal is accepted and a grant approved, the costs will be finalized depending on the allocated space, architectural drawings, funding, and approved program activities. Architectural costs are not included in this proposal but are estimated to be 10 percent of the total project costs.

SUMMARY

A community is judged by the citizen services it provides; we feel strongly that a local history collection is a service to the community. The joint effort between the City and the Library speaks for their commitment to this endeavor. A chronology of the development of this joint agreement is included in Appendix G. No other agency provides this service. Among its citizens, there exists pride in the Placentia community. This positive community feeling is generated by many factors, not the least of which is an interest in its beginnings. An improved History Room will better serve the public's need for information related to Placentia's civic, cultural, business, political and social past.

APPENDICES

APPENDIX A

ASSOCIATED COMMITTEES AND MEMBERS

PLACENTIA HISTORY ROOM AD HOC COMMITTEE

Larry deGraaf, Placentia Historical Committee
*Pat Irot, Placentia Friends of the Library
*Pat Jertberg, Placentia Historical Committee
*Marie Schmidt, Placentia Historical Committee
Julie Schook, Placentia District Library

*Members of the History Room Committee/Volunteers

PLACENTIA HISTORICAL COMMITTEE

Donna Bass, Chairperson
Kathy Frazee, Vice Chairperson
Janis Biggins, Secretary
Mark Fandel, Member
Larry deGraaf, Member
Pat Jertberg, Member
Barbara Reed, Member
Elvia Torres, Member
John Walcek, Member
Adrienne Gladson, City of Placentia, Planner I

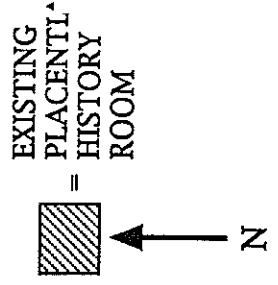
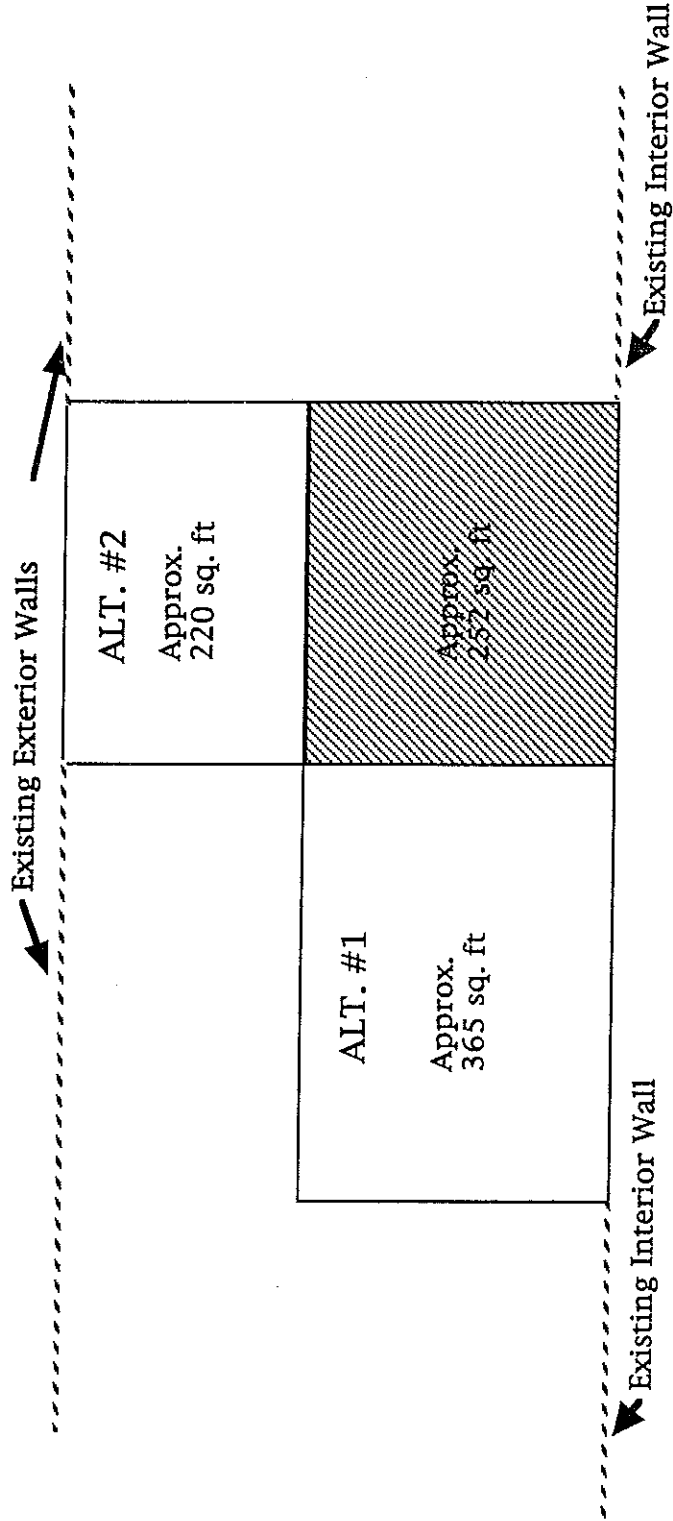
PLACENTIA HISTORY ROOM COMMITTEE

Pat Irot, Placentia Library Trustees Representative
Pat Jertberg, Placentia Historical Committee
Marie Schmidt, Placentia Historical Committee

APPENDIX B

Proposed Placentia History Room Expansion Alternatives #1 and #2

NORTH PARKING AREA



Scale: 1 inch = 10 feet
Measurements Approximate

APPENDIX C

Information Check List for Local Library Visits

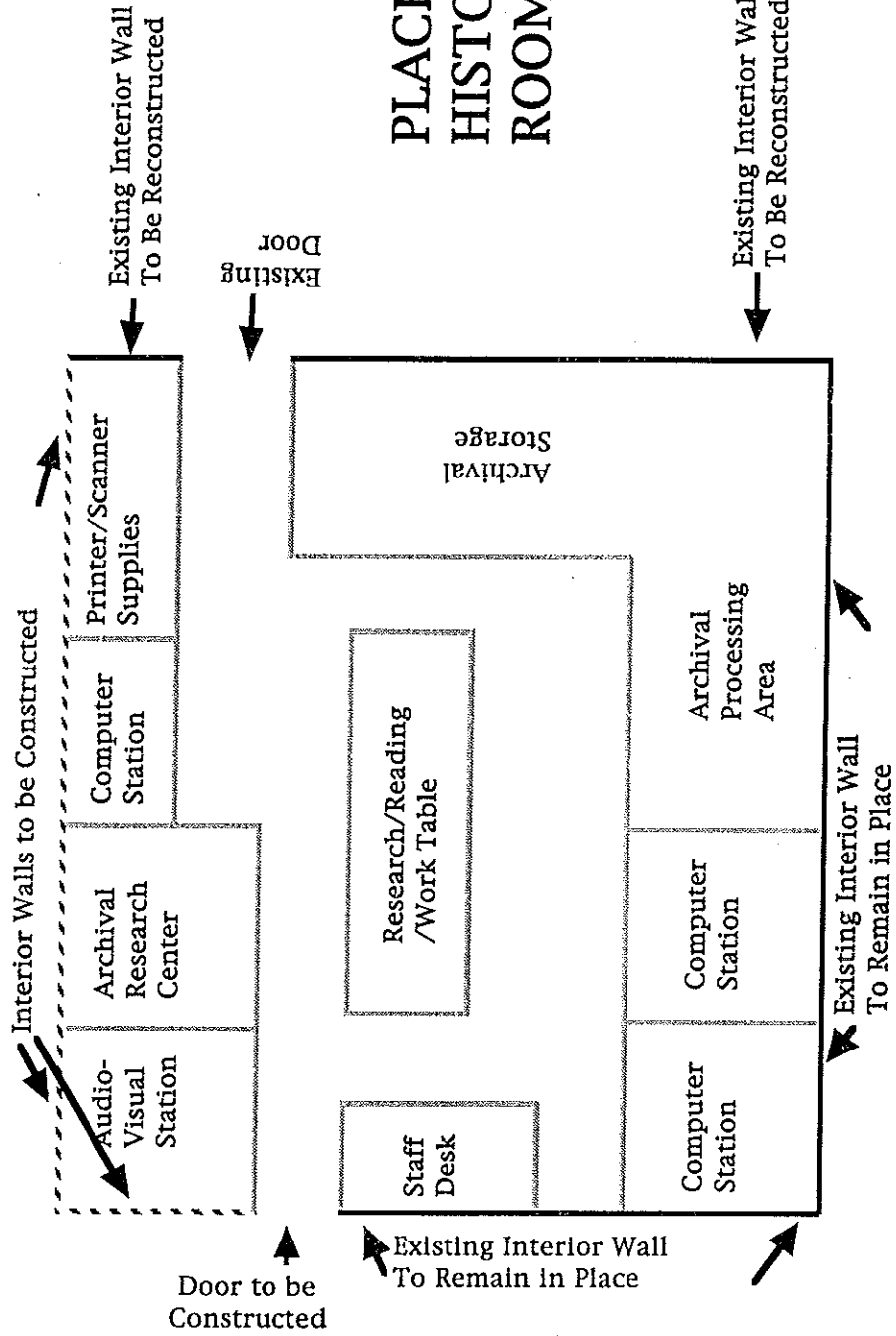
LOCATION:

-
1. What is the Physical Provision?
 - Separate Room
 - Rooms
 - Open Space
 2. Approximate size
 3. Staffing
 - Paid
 - Volunteer
 4. Hours of operation
 5. Funding source
 6. What is included in the collection?
 7. Is there an acquisition policy?
 8. Is there a special emphasis in the collection?
 9. What is the usage level?
 - Number of persons
 - Number of hours
 10. What most interests patrons?
 11. What services are provided?
 - Computer retrieval; program used
 - Check out
 - Archives
 - Specific texts
 - Other
 12. What needs are not accommodated?
 13. What changes are recommended?
 14. Comments

APPENDIX D

Proposed Placentia History Room Expansion Alternative #1

STORAGE AREA



PLACENTIA HISTORY ROOM

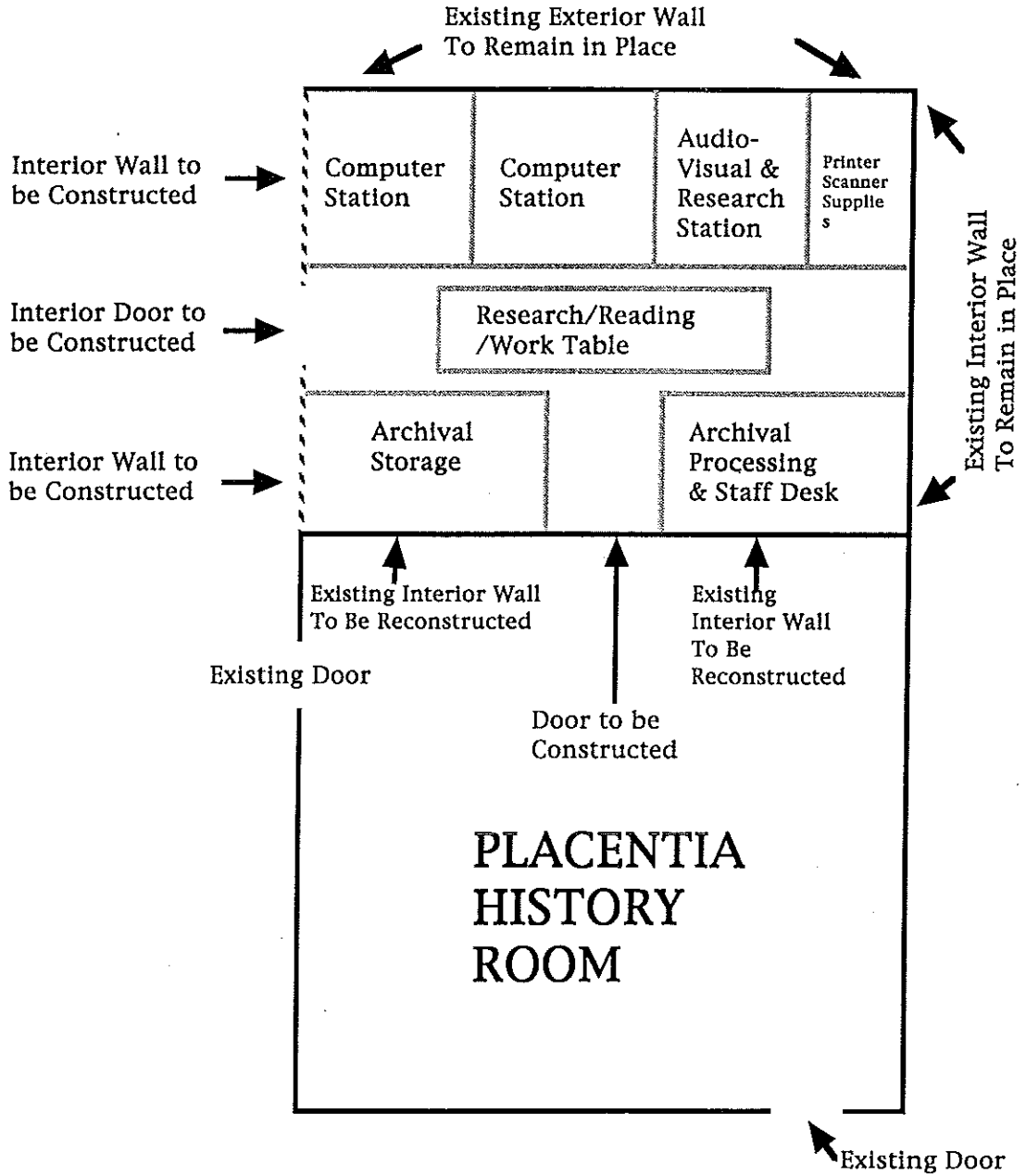
MAIN LIBRARY

Scale: 1 inch = 5 feet
Measurements Approximate

APPENDIX E

Proposed Placentia History Room Expansion Alternative #2

STORAGE AREA



MAIN LIBRARY



Scale: 1 inch = 5 feet
Measurements Approximate

APPENDIX F
Estimated Costs for Proposed History Room Expansion Program

Phase	Activity	Quantity Hours	Costs	Subtotal	Total	Source	
Phase I Construction	Demolition						
	Construction						
	Electrical (inc. telephone connection)						
	Lighting						
	Computer network system wiring						
	Construction Subtotal			15000	15000	City of Placentia	
	Heating			?			
	Ventilation			?			
	Painting (both rooms)			?			
	Carpeting (both rooms)			?			
	Finishing Subtotal			?			
	Personnel	Clear and relocate storage space	80	12	960		
Box, clear HR; setup new space		80	12	960			
Personnel Subtotal				1920	1920		
Phase I Total					16920		
Phase II Construction Installation	Work/processing table with built in cupboards & drawers			?			
	Wall book shelves 45'x6' (patron room)			?			
	Built-in wall hanging book shelves, 15' x 4' (archive room)			?			
	Built-in service desk, 5'x3' (archive room)			?			
	Computer stations (archive room)	3	300	900		Office Depot	
	Movable computer work station (patron room)	1	120	120		Office Depot	
	Construction Subtotal			1020	1020		
	Personnel	Unpack & reshelve collections; organize archival files & work areas	40	12	480		
		Personnel Subtotal			480	480	
		Phase II Total				1500	

APPENDIX F
Estimated Costs for Proposed History Room Expansion Program

Phase	Activity	Quantity, Hours	Costs	Subtotal	Total	Source
Phase III						
Construction						
Furniture	Tables (5'x3')	3	800	2400		Brodart Catalog
	Table lamps	2	50	100		Office Depot
	Table chairs	6	250	1500		Brodart Catalog
	Computer chairs-adjustable	4	250	1000		Office Depot
	Service desk	1	250	250		Office Depot
Computers	Suncheer TX 600 Mid Tower W/PS2 AT/ATX	4				
	Monitors	4				
	Laser printer	1				
	Color printer	1				
	Hub	1				
	Scanner	1				
	Network installation	1				
	Computer Network Subtotal			7946.84		
Office Equipment	Copy machine - Xerox XD100 detail photo repro	1	550	550		Office Depot
	TV/VCR - Toshiba 19"	1	249	249		Fry's Electronics
	4 drawer fire-proof, lockable file cabinet	1	550	550		Office Depot
	Microfiche with printer	1	4000	4000		Brodart Catalog
	Slide projector	1	750	750		Brodart Catalog
	Tape recorder	1	350	350		Brodart Catalog
	Paper cutter - Fiskars 12" Rotary	1	43	43		Office Depot
	3 hole punch - Master MP3 Med. Duty	1	17	17		Office Depot
	Magnifying glass (10x - 20x)	1	100	100		
	Telephone	1		?		
	Construction Subtotal			19805.84	19805.84	
Personnel	Organizing collection; display preparation	40	12	480		
	Data entry	200	12	2400		
	Personnel Subtotal			2880	2880	
	Phase III Total			22685.84	22685.84	
	TOTAL ESTIMATED COST				41105.84	

APPENDIX G

CHRONOLOGY

- August 14, 1989 Minutes of Library Board of Trustees
Commit to the History Room as the only public
access repository for local history
materials
- September ,1991 Minutes of Library Board of Trustees
Request for an inventory of all History
Room materials. Friends of Placentia
Library accept responsibility for
inventory
- April 10, 1992 Minutes of Library Board of Trustees
Friends report completion of inventory
Recommend name change from California
History Room to Placentia History Room
- April 15, 1992 Minutes of Library Board of Trustees
Irot appointed to represent Placentia
History Room to Placentia Historical
Society and other organizations
concerning matters related to the
Placentia History Room project.
- February 1993 City of Placentia Policy #507 adopted
Describes accession, deaccession and
shared responsibility of the two
agencies.
- February 1999 City Council holds Study Session with
Library exploring ways to provide financial
assistance. Library to prepare several
proposals and report back in 60 days
- April 7, 1999 Minutes of Library Board of Trustees
Written and oral overview presented by
History Room Ad Hoc Committee. Trustees
vote to approve History Room expansion
proposal in concept, with staff directed
to work out details

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees

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

SUBJECT: Discussion of the 1999 Performance Evaluation Process for the Library Director

DATE: May 19, 1999

BACKGROUND

At its April 21, 1999 Meeting the Library Board of Trustees deferred consideration of President Shkoler's request for a discussion of the evaluation process for the Library Director until the May 19, 1999 Meeting.

RECOMMENDATION

Determine process and set calendar

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PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *edm*
SUBJECT: Policy for Disposition of Electronic Equipment
DATE: May 19, 1999

BACKGROUND

Placentia Library District has accumulated a significant amount of outdated and non-functioning computer equipment and peripherals.

Placentia-Yorba Linda Unified School District has a program at El Camino High School that uses old computers and peripherals as part of its instructional program.

Staff is recommending the following policy for the disposition of used electronic equipment:

Used electronic equipment will be offered to El Camino High School, Placentia-Yorba Linda Unified School District. Items not wanted by El Camino High School will be offered to other non-profit organizations in Placentia or other locations in Orange County. Items not acceptable to any of these organizations will be placed in the trash.

Placentia Library District will deliver items to El Camino High School or any location within Placentia Library District, but will not deliver to other organizations outside of Placentia Library District.

RECOMMENDATION

Review and adopt recommended policy

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PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees

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

SUBJECT: Discussion of Governmental Relations Activities for Placentia Library District

DATE: May 19, 1999

BACKGROUND

At the Board's April 21, 1999 Meeting Trustee Stark requested a discussion of Placentia Library District's governmental relations activities.

The activities at this time consist of:

1. Contract with California Advocates for \$2,500 per year for California Legislative information and advocacy
2. Library Director's participation on the California Special Districts Association (CSDA) Legislative Committee as a "library" representative. Estimated 6 meetings per year at \$250 per meeting for a total of \$1,500.
3. Participation by Trustee and Library Director in annual CSDA Governmental Affairs Seminar at a cost of approximately \$900.
4. Participation by Trustee in California Library Association Legislative Day at a cost of approximately \$400.

RECOMMENDATION

To be determined

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PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *edm*
SUBJECT: Fiscal Year 1999-2000 Budget Preview
DATE: May 19, 1997

BACKGROUND:

The Library Director will present a preview of the Fiscal Year 1999-2000 estimated revenues and expenditures.

RECOMMENDATION:

Give Direction for Budget Development



Placentia Library District
Revenue Budget for Fund 707 for Fiscal Year 1998-99
May 19, 1999

Object Code	Category	FY1990-91	FY1991-92	FY1992-93	FY1993-94	FY1994-95	FY1995-96	FY1996-97	FY1997-98	FY1998-99	FY1999-00
		Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Adopted	Estimate
6210	Current Secured	823,832	892,734	824,818	668,080	644,816	643,684	673,850	710,413	761,261	802,445
6230	Prior Secured	24,856	37,363	47,569	100,660	6,809	26,545	28,818	18,290	18,500	20,600
	TOTAL SECURED	848,688	930,097	872,387	768,740	651,626	670,229	702,669	728,703	779,761	823,045
6211	PUBLIC UTILITY	25,633	27,090	28,058	24,362	25,128	24,898	22,568	24,908	33,000	24,689
6220	Current Unsecured	64,438	72,956	56,872	46,640	47,239	47,311	33,588	45,613	47,000	46,496
6240	Prior Unsecured	978	1,258	435	815	461	1,221	3,528	1,036	1,200	1,200
	TOTAL UNSECURED	65,416	74,214	57,307	47,455	47,700	48,532	37,115	46,650	48,200	47,696
6690	HOMEOWNER	19,790	20,375	18,101	13,993	12,454	17,059	14,896	15,180	15,484	15,578
	TOTAL ESTIMATE PROVIDED BY ORANGE COUNTY AUDITOR	959,527	1,051,776	975,853	854,549	736,908	760,717	777,249	815,441	876,445	911,008
6260/6540	PENALTIES/DELINQUENCIES	4,289	6,019	7,676	2,158	0	399	448	3,447	2,000	2,000
6280	SUPPLEMENTAL - CURRENT	72,614	48,227	34,058	10,037	8,242	10,682	9,668	14,786	18,000	24,338
6300	SUPPLEMENTAL - PRIOR	2,103	3,704	4,939	3,644	2,312	430	1,066	952	1,500	1,500
6610	INTEREST	46,331	40,373	36,599	31,037	13,041	19,501	18,502	13,450	10,500	8,200
	TOTAL CATEGORIES NOT ESTIMATED BY ORANGE COUNTY AUDITOR	125,337	98,323	83,272	46,876	23,595	31,012	29,684	32,634	32,000	36,038
	TOTAL PROPERTY TAX REVENUE	1,084,864	1,150,099	1,059,125	901,426	760,503	791,729	806,933	848,075	908,445	947,046
6970	STATE LIBRARY	144,764	123,758	105,612	86,938	74,112	66,803	53,648	56,040	114,400	96,300
7130	BANKRUPTCY RECOVERY DISTRIBUTIONS					5,324	0	0	0	0	0
7615	TRANSFER FROM OTHER LIBRARY FUNDS		18,899	100,000	0	0	120,000	0	0	0	0
7670	LOCAL REVENUE	13,969	17,115	32,866	36,424	32,251	32,775	25,754	23,454	23,500	65,500
7680	6 MO. EXPIRED (OUTLAW) CHECKS			9,102	(8,005)	(750)	0	7	231	0	0
	TOTAL REVENUE	1,243,597	1,309,871	1,306,705	1,016,782	871,441	1,011,308	886,342	927,800	1,046,345	1,108,846

Placentia Library District
State Library Reimbursements and Grants
May 19, 1999

FUND	FY 1990-91	FY 1991-92	FY 1992-93	FY 1993-94	FY 1994-95	FY 1995-96	FY 1996-97	FY 1997-98	Budgeted FY 1998-99	Anticipated FY 1999-00
ILL & Direct Loan Reimbursements	0	41,937	53,447	37,154	22,423	20,683	10,167	8,235	6,500	7,500
CA Foundation Funds	0	16,217	14,636	15,625	16,036	16,003	28,082	28,313	97,400	80,000
CA Literacy Campaign	0	51,348	12,528	11,158	9,185	8,391	11,887	4,211	7,000	8,800
Family Literacy Grant	0	9,255	25,000	23,000	23,174	20,194	0	0	0	0
Dept Educ. 321 Grant	0	0	0	0	3,294	1,381	3,511	5,919	3,500	0
One-Year Grants	0	5,000	0	0	0	0	0	9,361	0	0
Miscellaneous State Revenues	0	1	1	1	1	152	1	1	0	0
TOTAL STATE REVENUE	144,764	123,758	105,612	86,938	74,112	66,803	53,648	56,040	114,400	96,300

PLACENTIA LIBRARY DISTRICT
EXPENDITURES BUDGET FOR FUND 707 FOR FISCAL YEAR 1998-99
May 19, 1999

OBJECT CODE	DESCRIPTION	FY91 ACTUAL	FY92 ACTUAL	FY93 ACTUAL	FY94 ACTUAL	FY95 ACTUAL	FY96 ACTUAL	FY97 ACTUAL	FY98 ACTUAL	FY99 ADOPTED	FY00 PROPOSED
0100	Salaries & Wages	624,948.00	700,238.65	752,402.94	554,886.10	518,987.81	500,513.55	482,527.00	472,750.00	494,410	516,400
0200	Retirement (Social Security & Pension Contribution)	86,162.64	87,508.99	101,063.84	90,067.88	73,368.39	70,239.67	67,885.59	66,159.34	70,123	74,113
	Health Insurance/Care America			38,981.19	28,676.84	19,117.42	16,445.45	22,398.24	21,054.70	28,585	33,584
	Long Term Disability			2,485.32	3,313.49	2,492.04	2,596.21	2,093.66	2,055.00	2,862	2,178
	Vision Service Plan			2,013.44	1,835.45	1,263.69	1,299.83	1,188.40	883.00	1,974	2,262
	Dental			5,702.00	5,912.24	4,219.10	4,725.54	4,163.08	4,477.29	4,402	5,294
0300	Total Employee Insurance	40,194.04	37,302.50	49,181.95	39,738.02	27,092.25	25,067.03	29,843.38	28,469.99	37,823	43,318
0310	Unemployment Insurance	2,115.00	1,717.00	2,579.76	3,567.31	415.46	0.00	0.00	0.00	0	0
0350	Workers Compensation - General	8,979.77	7,602.28	6,098.85	2,731.32	3,864.00	5,870.00	7,125.00	5,502.00	5,800	5,800
	TOTAL SALARIES & EMPLOYEE BENEFITS	762,399.45	834,369.42	911,327.34	692,990.63	623,727.91	601,690.25	587,380.97	572,881.33	608,156	639,631
0700-00	Communications - Telephone	5,841.73	0.00	3,554.15	4,121.95	1,928.80	1,565.58	1,708.04	2,561.03	2,600	2,600
0700-01	Communications - Modem/Fax/ISDN			0.00	0.00	2,713.84	3,881.88	5,275.50	3,068.14	2,384	2,400
0700-02	Communications - Internet Access			6,092.77	4,869.85	5,320.19	4,634.69	5,085.84	4,483.15	3,240	5,000
0700-05	Communications - Brodart Cataloging/Access					134.20	170.37	522.53	540.55	570	5,160
0700-07	Communications - 321 Grant			896.35	485.82	553.09	298.54	179.24	308.00	330	800
0700-08	Communications - Adult Literacy	5,841.73	0.00	10,543.27	9,477.62	11,133.58	10,988.20	12,856.43	15,642.84	14,284	15,960
0900-00	Food - General Fund	0.00	88.83	0.00	1.99	203.98	85.98	0.00	24.75	50	50
0900-07	Food - 321 Grant				0.00	0.00	0.00	0.00	0.00	50	50
0900-08	Food - Adult Literacy				0.00	30.43	43.74	7.17	0.00	50	50
090-009	Food - Family Literacy				315.85	35.74	178.43	0.00	32.55	0	0
	Total Food	0.00	88.83	32.26	317.84	272.15	308.15	7.17	57.30	150	150
1000-00	Household Expense	3,311.71	4,479.02	3,596.68	3,172.21	3,177.16	4,164.33	2,152.25	4,370.02	3,500	4,000
1100-00	Insurance	13,065.63	14,716.87	14,649.00	18,374.25	15,223.66	2,692.13	11,323.44	10,183.10	10,200	8,000
1300-00	Maintenance of Equipment - General Fund	3,003.13	7,575.16	4,453.27	6,793.53	5,377.32	8,574.33	29,098.85	19,065.05	20,000	20,000
1300-07	Maintenance of Equipment - 321 Grant				0.00	0.00	0.00	0.00	0.00	0	0
1300-08	Maintenance of Equipment - Adult Literacy				0.00	969.00	517.16	44.95	0.00	0	0
1300-09	Maintenance of Equipment - Family Literacy/LSCA Grant				0.00	0.00	0.00	0.00	0.00	0	0
	Total Maintenance of Equipment	3,003.13	7,575.16	4,453.27	6,793.53	6,346.32	9,091.49	29,143.80	19,065.05	20,000	20,000
	HVAC			13,623.83	4,141.52	2,390.82	7,734.32	5,560.09	4,448.64	5,500	5,500
	Carpet Cleaning			2,894.55	3,176.25	800.00	0.00	550.00	0.00	500	500
	Grounds/keeping, City of Placentia			23,537.42	27,101.43	21,979.52	18,626.60	20,188.23	23,276.99	25,000	28,000
	Plumbing			523.71	1,146.60	765.56	110.00	1,111.47	2,083.97	1,200	1,200
	Electrical			982.57	1,174.22	3,601.71	3,372.00	2,621.44	3,720.96	4,000	4,000
	Cleaning Service			13,060.20	11,683.04	11,400.00	11,400.00	11,400.00	11,700	11,700	11,700
	Locksmith			87.45	827.12	55.19	1,262.10	245.46	93.95	200	200
	Other			1,141.36	(575.62)	3,639.32	7,461.59	1,647.21	2,443.67	2,000	2,000
1400-00	Total Maintenance of Building & Grounds	44,124.45	60,144.19	55,851.09	48,674.56	44,632.12	49,966.61	43,323.90	47,468.18	50,100	53,100

PLACENTIA LIBRARY DISTRICT
EXPENDITURES BUDGET FOR FUND 707 FOR FISCAL YEAR 1998-99
May 19, 1999

OBJECT CODE	DESCRIPTION	FY91 ACTUAL	FY92 ACTUAL	FY93 ACTUAL	FY94 ACTUAL	FY95 ACTUAL	FY96 ACTUAL	FY97 ACTUAL	FY98 ACTUAL	FY99 ADOPTED	FY00 PROPOSED
1600-00	Memberships - General Fund				2,978.50	2,154.65	2,285.65	2,358.00	2,884.00	2,900	2,900
1600-07	Memberships - 321 Grant		3,452.19	3,325.25	0.00	0.00	135.00	295.00	75.00	200	0
1600-08	Memberships - Adult Literacy				0.00	135.00	238.00	95.00	95.00	150	475
1600-09	Memberships - Family Literacy				0.00	0.00	0.00	0.00	0.00	0	0
	Total Memberships	2,199.00	3,452.19	3,325.25	2,978.50	2,289.65	2,658.65	2,748.00	3,054.00	3,250	3,375
1700-00	Miscellaneous Expense - General Fund	0.00	349.86	0.00	2,439.95	702.50	(702.50)	0.00	0.00	0	0
1700-07	Miscellaneous Expense - 321 Grant				0.00	0.00	0.00	20.00	0.00	0	0
1700-08	Miscellaneous Expense - Adult Literacy				0.00	28.03	0.00	0.00	0.00	0	0
1700-09	Miscellaneous Expense - Family Literacy				0.00	0.00	0.00	0.00	0.00	0	0
	Total Miscellaneous Expense	0.00	349.86	0.00	2,439.95	730.53	(702.50)	20.00	0.00	0	0
	Library Supplies			9,042.32	5,251.95	5,618.20	9,103.81	3,673.37	7,108.99	4,500	6,000
	Printing			4,172.71	8,983.64	8,610.34	3,816.95	8,641.63	8,842.42	9,000	9,000
	EZ Copy - copy cards for sale to patrons			1,571.32	0.00	0.00	0.00	0.00	0.00	0	0
	Publications			1,985.00	312.00	850.05	1,119.48	2,742.75	1,999.66	1,500	1,500
	Paper			1,143.69	672.00	885.95	707.81	1,126.10	1,274.99	1,200	1,200
	Drinking Water Service			299.40	274.45	299.40	299.40	274.45	274.45	300	300
	Other Office Supplies			10,585.64	4,608.25	6,462.27	5,195.08	5,895.60	2,653.86	3,000	4,000
1800-00	Total Office Supply Expense - General Fund	28,800.08	20,102.29	22,726.21	20,102.29	22,726.21	20,242.53	22,353.90	22,154.37	19,500	22,000
1800-07	Literacy Dept Educ 321 Grant Supply Expense			0.00	729.13	0.00	0.00	636.39	1,141.00	1,150	0
	Printing			616.54	3,343.24	2,938.36	1,045.62	1,796.25	1,473.04	1,475	2,625
	Publications			0.00	0.00	2,062.86	3,660.39	2,532.02	3,371.73	2,375	2,375
	Paper			86.93	12.31	0.00	0.00	0.00	0.00	50	50
	Other Office Supplies			1,953.93	573.49	328.25	1,620.47	1,685.66	401.10	400	550
1800-08	Total Adult Literacy Office Supply Expense	2,657.40	3,929.04	3,292.47	3,929.04	5,329.47	6,326.48	6,013.93	5,245.87	4,300	5,600
1800-09	Family Literacy Supply Expense/LSCA Grant Expense			4,832.97	2,154.59	6,014.75	3,341.22	0.00	5,181.20	0	0
	Total Office Expense	19,390.29	24,542.09	36,290.45	26,915.05	34,070.43	29,910.23	29,004.22	33,772.44	24,950	27,600
1803-00	Postage Expense - General Fund			1,970.50	(19.13)	1,450.99	948.22	692.24	778.77	800	2,600
1803-01	Postage Expense - LSCA II Grant	2,375.04			0.00	19.95	0.00	0.00	0.00	0	0
1803-08	Postage Expense - Adult Literacy			894.17	668.89	182.42	115.20	224.00	75.50	200	200
1803-09	Postage Expense - Family Literacy/LSCA Grant			29.00	477.79	114.84	0.00	0.00	1,063.44	0	0
	Total Postage Expense	2,375.04	0.00	2,893.67	1,127.55	1,768.20	1,063.42	916.24	1,917.71	1,000	2,800

PLACENTIA LIBRARY DISTRICT
EXPENDITURES BUDGET FOR FUND 707 FOR FISCAL YEAR 1998-99
May 19, 1999

OBJECT CODE	DESCRIPTION	FY91 ACTUAL	FY92 ACTUAL	FY93 ACTUAL	FY94 ACTUAL	FY95 ACTUAL	FY96 ACTUAL	FY97 ACTUAL	FY98 ACTUAL	FY99 ADOPTED	FY00 PROPOSED
	Care Resources (Employee Assistance)			693.00	455.00	280.00	385.00	350.00	350.00	470	420
	Pension Fund Operating & Investment Mgmt. Expenses			5,029.59	4,487.59	5,640.50	4,797.61	4,690.92	5,808.68	6,000	7,500
	Anaheim Library Automated Library System			42,631.10	37,392.29	37,960.12	37,377.87	38,781.65	39,207.00	40,000	40,000
	Clipping Service			368.52	390.52	392.52	392.52	392.52	414.52	470	420
	Tax Collection Services & Fees by Orange County			545.51	472.55	138.85	402.58	426.14	323.23	450	200
	Advertising			52.50	97.50	72.97	270.82	0.00	0.00	0	0
	Medical Exams			324.00	552.00	760.00	252.50	392.00	420.00	500	500
	Collection Services - Accounts Receivable			0.00	0.00	3,700.00	0.00	118.86	1,113.27	3,000	2,400
	Audit & Accounting Services			2,950.00	3,200.00	3,530.00	2,950.00	4,130.00	3,360.00	3,750	5,000
	Payroll Preparation			2,367.28	5,120.72	2,441.95	2,370.03	1,894.47	2,381.97	2,500	2,500
	Election Expenses			0.00	0.00	0.00	0.00	8,450.48	0.00	0	0
	Staff Training in Library			0.00	0.00	0.00	0.00	0.00	0.00	0	0
	Other (includes contract storyteller)			8,101.87	10,835.99	2,693.76	2,643.91	1,095.99	6,235.83	1,000	3,000
1900-00	Total Specialized Services - General Fund	61,688.26	64,407.71	63,563.37	63,004.16	57,610.67	51,842.84	60,723.03	59,614.50	58,040	61,940
1900-01	Specialized Services - LSCA II Grant	10,278.00	0.00	0.00	0.00	11,243.26	1,507.39	0.00	0.00	0	0
1900-07	Specialized Services - 321 Grant				0.00	0.00	250.00	1,625.00	2,321.00	2,350	0
1900-08	Specialized Services - Adult Literacy	6,093.95	2,069.14	1,077.40	630.00	2,653.08	1,305.31	1,333.86	725.00	725	3,000
1900-09	Specialized Services - Family Literacy/LSCA Grant	0.00	2,467.26	812.00	(25.00)	5,505.00	5,714.25	0.00	4,003.99	0	0
1900-18	Tax Collection Services & Fees by Orange County	0.00	13,553.04	2,401.91	1,863.22	1,813.96	1,823.82	1,877.98	1,976.08	2,100	2,100
	Total Specialized Services	78,060.21	82,497.15	67,854.68	65,472.38	78,825.97	62,443.61	65,559.87	68,640.57	63,215	67,040
2000-00	Legal Notices - General Fund	0.00	600.27	521.08	110.88	141.75	112.50	1,064.56	0.00	500	500
2000-01	Legal Notices - LSCA II Grant	0.00	600.27	521.08	110.88	141.75	112.50	1,064.56	0.00	500	500
	Total Legal Notices	0.00	1,200.54	1,042.16	221.76	283.50	225.00	2,129.12	0.00	1,000	1,000
2100-00	Rents/Leases-Equipment	0.00	82.00	0.00	0.00	0.00	0.00	0.00	0.00	0	0
2200-00	Semi-Annual Bond Payment	71,800.00	71,800.00	0.00	35,900.00	35,900.00	35,900.00	1,542.61	66,259.01	66,090	74,175
2300-00	Small Tools/Instruments			497.32	0.00	0.00	0.00	0.00	0.00	0	0

PLACENTIA LIBRARY DISTRICT
EXPENDITURES BUDGET FOR FUND 707 FOR FISCAL YEAR 1998-99
May 19, 1999

OBJECT CODE	DESCRIPTION	FY91 ACTUAL	FY92 ACTUAL	FY93 ACTUAL	FY94 ACTUAL	FY95 ACTUAL	FY96 ACTUAL	FY97 ACTUAL	FY98 ACTUAL	FY99 ADOPTED	FY00 PROPOSED
2400-00	Special Department Expense - Miscellaneous	0.00	745.48	14.95	27.21	414.19	2,817.81	644.34	16.03	0	0
2400-01	Special Department Expense- Books	122,463.09	115,541.59	109,878.89	23,263.83	50,853.68	17,151.49	10,246.41	15,769.09	63,000	110,000
2400-02	Special Department Expense - Video	5,790.92	5,115.55	957.33	0.00	27.45	243.00	0.00	592.80	1,500	0
2400-03	Special Department Expense - Electronic	0.00	3,776.83	0.00	0.00	4,431.22	46,181.66	35,441.99	25,292.53	14,358	0
2400-04	Special Department Expense - Periodicals	10,233.49	4,159.91	39,890.38	9,243.74	9,414.09	4,966.48	5,230.97	4,039.57	16,642	0
2400-05	Special Department Expense - Audio	5,411.88	7,461.82	4,027.63	1,180.01	0.00	503.90	0.00	251.34	2,500	0
2400-07	Special Department Expense - 321 Grant	0.00	4,461.67	0.00	0.00	215.34	0.00	0.00	36.78	0	0
2400-08	Special Department Expense - Adult Literacy	0.00	590.51	118.80	2,252.85	1,381.15	637.76	1,980.84	786.57	1,500	1,500
2400-09	Special Department Expense - Family Literacy	143,899.38	141,853.36	156,327.17	36,892.83	3,228.99	0.00	0.00	0.00	0	0
	Total Special Department Expense					69,966.11	72,502.10	53,544.55	46,784.71	99,500	111,500
2600-00	Transportation/Travel - General	0.00	60.00	0.00	0.00	0.00	0.00	0.00	0.00	0	0
2700-00	Transportation/Travel - Meetings, Staff Out of Town										
2700-01	Transportation/Travel - Meetings, Staff Local	8,427.00	10,805.00	6,292.83	5,355.11	6,590.33	1,695.33	1,304.04	1,003.86	1,000	1,800
2700-02	Transportation/Travel - Meetings, Board Out of Town										
2700-03	Transportation/Travel - Meetings, Board Local										
2700-04	Transportation/Travel - Meetings, LSCA II Grant										
2700-07	Transportation/Travel - Meetings, 321 Grant										
2700-08	Transportation/Travel - Meetings - Adult Literacy										
2700-09	Transportation/Travel - Meetings - Family Literacy										
	Total Transportation/Travel - Meetings	8,427.00	10,805.00	7,962.33	7,904.49	12,079.13	8,294.95	6,824.44	7,125.20	6,150	7,050
	Electricity										
	Gas										
	Water										
2800-00	Total Utilities	59,583.61	66,780.08	61,619.97	60,816.00	53,217.51	52,614.27	51,308.83	51,273.23	53,500	53,500
	TOTAL SUPPLIES & SERVICES	455,081.18	489,826.07	426,417.49	327,367.64	369,774.27	342,008.14	311,340.31	375,563.36	416,389	448,750
3700-00	Taxes, Assessments (Sales Tax)	0.00	1,262.82	610.04	688.32	1,284.00	1,154.00	778.00	0.00	800	1,100
4000-00	Equipment										
4000-07	Equipment - 321 Grant	0.00	19,583.43	711.12	3,863.73	4,725.29	4,722.66	2,625.36	0.00	20,000	20,000
4000-08	Equipment - CLC Grant										
4000-09	Equipment - Family Literacy/LSCA Grant	0.00	472.96	0.00	2,202.42	2,150.05	0.00	877.07	0.00	1,000	1,000
4000-11	Equipment	11,181.79	2,245.40	0.00	0.00	0.00	0.00	0.00	0.00	0	0
	Total Equipment	11,181.79	22,301.79	711.12	6,066.15	6,875.34	4,722.66	3,502.43	0.00	21,000	21,000
4200-00	Structures/Improvements	0.00	107.73	0.00	0.00	0.00	0.00	0.00	0.00	0	0
	TOTAL EQUIPMENT EXPENSE	11,181.79	22,409.52	711.12	6,066.15	6,875.34	4,722.66	3,502.43	0.00	21,000	21,000
4807	OPERATING TRANSFER TO ANOTHER DISTRICT FUND	0.00	0.00	0.00	0.00	0.00	70,000.00	0.00	0.00	0	0
5600	INVESTMENT POOL LOSS	0.00	0.00	0.00	0.00	34,733.31	(545.75)	0.00	0.00	0	0
	TOTAL EXPENSES	1,228,662.42	1,347,867.83	1,339,065.99	1,027,112.74	1,036,394.83	1,019,029.30	903,001.71	948,444.69	1,046,345	1,110,481

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Elizabeth D. Minter, Library Director *Edm*
SUBJECT: 1999 Staff Appreciation Dinner
DATE: May 19, 1997

BACKGROUND:

The 1998 Staff Appreciation Dinner was held in the Children's Department at Placentia Library on Thursday, July 23 at 6:15 P.M. It was catered by the Blue Agave Restaurant and featured a Scottish singer from Long Beach.

The Friends Board at its meeting on May approved payment of half of the dinner expenses for 1999 up to \$350.

If entertainment is to continue to be included the budget for the dinner needs to be increased to \$800.

In 1998 the following were invited to attend:

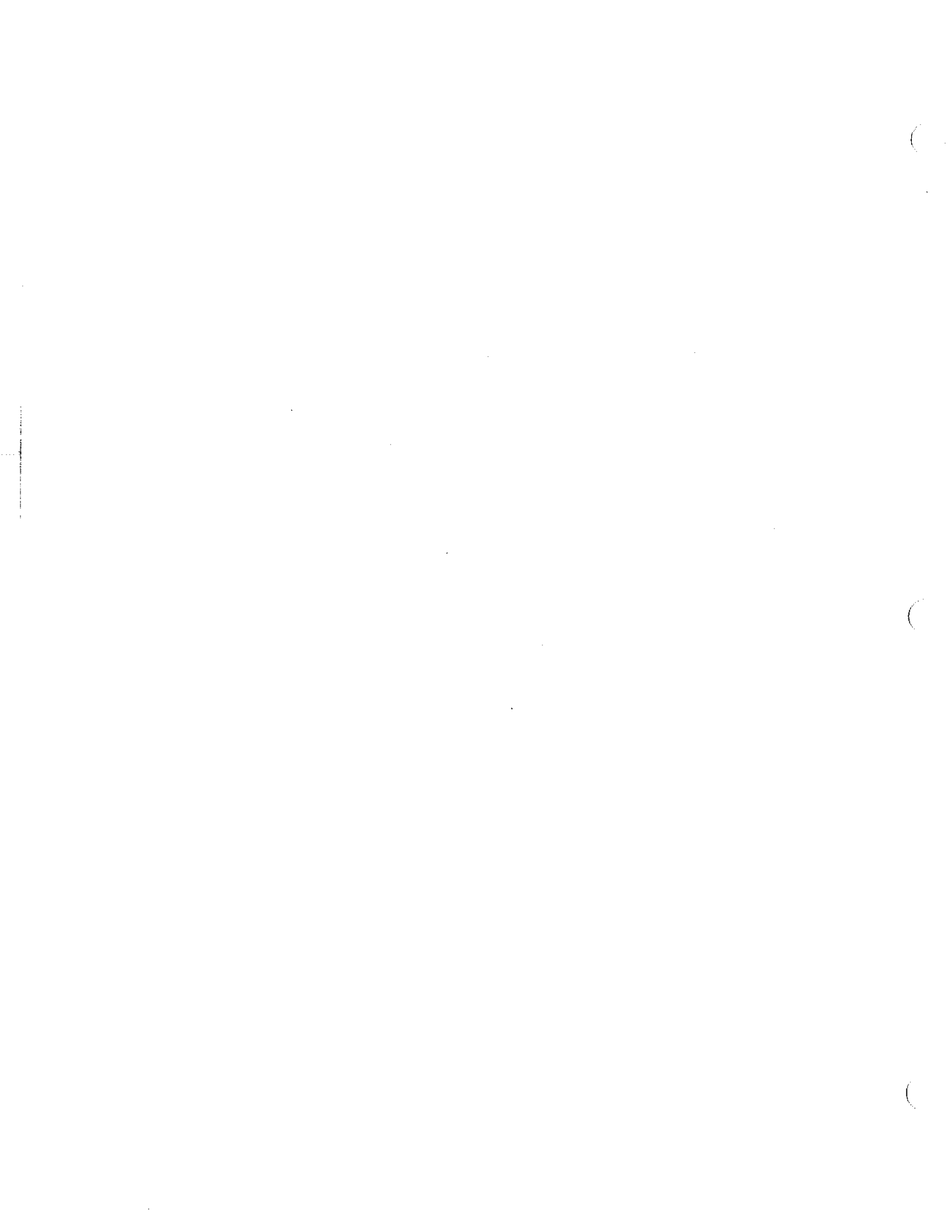
- Current and retired Library Staff.
- Volunteer Paul Deputy and Ilse Deputy.
- Library Trustees
- Friends Directors
- Foundation Directors

The 1998 attendance was 39.

Last year the staff indicated that a Thursday evening at 6:30 P.M is its preferred time.

RECOMMENDATION:

Set a date, location and budget for the Staff Appreciation Dinner



TO: Elizabeth Minter, Library Director
FROM: Suad Ammar, Principal Librarian
DATE: May 19, 1999
SUBJECT: **Library Web Page Development**

After attending a basic HTML class that teaches how a text is coded in preparation for designing a web page, I feel more knowledgeable in discussing the subject with web masters and designers. I have a better idea of the amount of skill and time required to design, develop, market and maintain a web page.

I have had initial conversations with individuals, and with representatives of four different companies that design and develop web pages, and I have scheduled meetings during the week of May 17, with the four people that I felt were most likely to meet our needs .

As a result of these conversations, the estimated initial costs ranged between \$1,500 and \$4,500 with annual maintenance and subscription fees ranging between \$300 and \$1,500. These figures will be more accurate after my meetings, during which more details will be discussed, more questions will be answered and I will be more prepared to make a recommendation.

The following is a tentative plan of action:

The final decision on who will be developing the Library's Web Page will be made at the end of the first week in June.

Planning, design and decisions on lay-out and graphics should be final by the end of June.

The Placentia Library Web Page should be available to the public at the end of August.

More accurate cost figures and a solid plan of action will be charted in more detail for the next Board meeting after my meetings next week.

TO: Elizabeth Minter, Library Director

FROM: Suad Ammar, Principal Librarian

DATE: May 19, 1999

SUBJECT: Program Committee Report for the Month of April 1999

	DEPARTMENT		APRIL	
ADULT SERVICES				
	Chautauqua History Alive		1	65
Literacy Services				
			Number Of Programs	Number of Attendees
	Conversation Group		7	18
	Tutor Training		2	12
	Tutor-In-Service		0	0
	Total		9	30
	YTD Total		45	230
Children's Services				
	Way Out Wednesdays			
	SRP Registration			
	SRP School Visits			
	Class Visits to the Library		5	107
	Story Times 3-6		4	91
	Group Visits to the Library (Brownie)		1	9
	Scavenger Hunt		5	67
	Lapsits		4	79
	Spring Programs		2	81
	Total		19	434
	YTD Total		125	4947

TO: Elizabeth Minter, Library Director
FROM: Suad Ammar, Principal Librarian
DATE: May 19, 1999
SUBJECT: **Program Committee Report for the Month of April 1999**

A total of 250 passport applications were processed during the month of April netting \$3,607 for the book budget.

The Children's department concentrated on purchasing a choice of the American Library Association Notable Titles of the year. e balance was used to augment the general fund moneys to update the Adult Reference collection.

TO: Elizabeth Minter, Library Director
 FROM: Cyrise Smith, Children's Librarian *cmg*
 DATE: May 19, 1999
 SUBJECT: April activities in the Children's Department

Programming- Storytimes began again in April. There were a total of 12 programs this month with 118 children and 77 adults attending. As shown in the program committee report, the breakdown per storytime is as follows:

TYPE OF PROGRAM	NUMER OF PROGRAMS	TOTAL ATTENDANCE
Lapsits, under 2 years	4	42 children / 37 adults
Storytimes, 3 – 6 years (p.m.)	4	16 children / 9 adults
storytimes, 3 – 6 years (a.m.)	4	60 children / 31 adults
TOTALS	12	118 children / 77 adults

Two special spring storytimes were held on Thursday April 1st. Crafts, an egg hunt, and a snack were part of the special events. Attendance was high for these two events. There were 25 children and 30 adults at the spring storytime and 13 children and 13 adults at the spring lapsit.

Class/Group visits- Class visits from local schools continued. 5 classes visited the library this month, with a total of 107 children using the library and it's services. Brownie Troop 532 also came to the library for a tour, and donated a check to the children's department for \$100.00 to be used for the purchase of books. The money was raised from their cookie sales. Titles from the ALA best picks of the year were purchased with the money. Nameplates will be placed in the books, and the Brownie Troop will receive a list of the books purchased when the books are shelf-ready.

Summer Reading Program- Plans for the Summer Reading Program are under way. Five performers have been booked for the Way Out Wednesday programs. We will be having a storyteller, a comedic magician, a presentation about sea otters, a musical performance, and a recreation of a travelling troubadour troupe. School visits to tell children about the Summer Reading Program will be scheduled for May and June. The Summer Reading Program begins June 20th.

Community Sponsored Programs- The In-N-Out Burger reading program "Feed Your Imagination" ended April 8th. This program encourages children to read by awarding a bookmark that can be redeemed for a burger, fries, and drink for each set of 5 books read. Children can earn up to three bookmarks each. 374 children signed up with the In-N-Out program. 85 children completed all three bookmarks, and 199 children completed at least one bookmark.

Other Programs- In support of National Library Week (April 11 – 17), the library sponsored an online scavenger hunt for children Kindergarten through 6th grade. Children participating had to track down the answers to five questions on the Internet. Teen volunteers were available to help the children navigate the 'net. Children who completed the scavenger hunt earned an "I am a Placentia Library Reader" bentiil, and were entered in a prize drawing for a book.

School Outreach- The Children's Department was home to a temporary exhibit of mission projects during the last week in April. Several parents from Mrs. Garcia's fourth grade class at Tynes elementary school came in and set up the exhibit of 8 missions and six drawings. The exhibit earned a short write up in the May 6th Placentia News-Times. The exhibit will be in place until May 12th.

TO: Elizabeth Minter, Library Director
FROM: Cheryl Willauer, Library Assistant
DATE: May 19, 1999
SUBJECT: Publicity materials produced for April 1999

Information on the Placentia Library cable channel #53:

1. Placentia Library Trustees
2. Library Hours
3. American Girl Tea
4. Apply for your passport at Placentia Library.
5. Literacy asking for volunteers to take the tutor training program
6. Friends Huge Booksale May 15 and 16.
7. Find bargains at the Friends of Placentia Library bookstore
6. Access the Internet at the Library for free
8. Storytime and lapsit schedule for children
9. Afghan for sale at Circulation Desk
10. National Library Week Program – Monday, April 12

Newspaper articles published:

1. Friends of Placentia Library National Library Week Program - Bidy Mason's long walk.
2. Kamusikiri brings slave, Bidy Mason to life.
3. Copies of Placentia City proposed budget available at Placentia Library.
4. Library system building Web access network (Orange County Libraries).
5. National Library Week celebrates the freedom to Read! Learn! Connect!



Stan Bird/Placentia News-Times
Sandra Kamusikiri appeared at the Placentia Roundtable Women's Club as former slave Bidley Mason this week.

Biddy Mason's long walk

By Marcela Rojas
Placentia News-Times

The year is 1818. A Black woman by the name of Bidley Mason is born and sold as a slave to one Robert Smith of Mississippi.

Despite the fact that she was born 118 years ago, Mason spoke to a crowd of more than 60 members of the Placentia Roundtable Women's Club last week. Her poignant story of walking behind her master's wagon from Mississippi to California was told by actress/historian Sandra Kamusikiri.

Members and guests heard a first person account of the slave's long walk to freedom and her emancipation in 1856.

Her presentation is part of the California sesquicentennial initiative. The California Council for the Humanities created "History Alive! Chautauqua," featuring portrayals of 13 prominent figures of the Gold Rush era. Each is presented by a scholar/performer.

In keeping with the state's 150th anniversary celebration, the Placentia Friends Library received a \$500 grant from the humanities council. Library staff selected Kamusikiri, a professor of English at California State University, San Bernardino. She presents the life of Bidley Mason.

The grant requires Kamusikiri to speak at three local venues. In Placentia they are the library, the Roundtable Club and Morse Avenue Elementary School.

"We chose her because she has a unique story to tell. It's one that we haven't heard before because Bidley Mason did not appear in the history books," said Friends Library President Pat Irot.

"The biggest challenge for me in portraying Bidley Mason is that there is very little historical information on her. She did not read or write, so there were no journals or diaries I could look at," Kamusikiri said.

She added that research on Mormon treks to Los Angeles and materials on Los Angeles citizens during that time, helped her piece together Mason's life.

Wearing Victorian-style garb and donning an ostrich-feathered bonnet and a purple skirt with bustle, Mason's character explained that in 1847, her master, a Mormon, decided to migrate to Utah to help build up the "Kingdom of the Saints" in the Salt Lake basin.

Mason's responsibility on the seven-month-long trip was to follow on foot behind the wagons and care for the livestock.

Kamusikiri brings slave, Biddy Mason to life

FROM 1

Once in Salt Lake, Smith decided to head to California to establish a Mormon outpost in San Bernardino.

"The journey was a most difficult one with animals dying due to lack of water. I prayed every day. Please do not let the trail

take the life of my daughters," Kamusikiri's character told a captivated audience.

"We felt as though we had reached the land of milk and honey," she said of reaching San Bernardino.

It was so, for Mason. She learned that the constitution of California prohibited slavery to

some extent. In time, Mason went to court to fight for her freedom. Judge Benjamin Hayes granted it to her in 1856.

In the years following her emancipation, Mason worked as a mid-wife and nurse for Dr. John Griffin. He paid her \$2.50 per day. "Most people made \$1.25 a day," she explained.

Mason managed to save \$250 and in 1866 purchased property on what is now Spring Street in downtown Los Angeles.

In subsequent years, Mason became the richest black woman of her era, in L.A. She used her wealth to establish the first African Methodist Episcopal Church in the city and founded the first

elementary school for black children.

Mason died in 1891. "I was completely swept in another era. We don't know enough about what black people did to move California to freedom," said Roundtable President Eleanor Rankin minutes after the presentation.



"The journey was a most difficult one with animals dying due to lack of water. I prayed every day. Please do not let the trail take the life of my daughters."

Biddy Mason
slave

Putting on her bonnet with the ostrich feathers on it helps Sandra Kamusikiri take on the personality of former slave Biddy Mason who became the richest black woman of her time in Los Angeles.

Stan Bird/
Placentia News-
Times

As a slave, Biddy Mason prayed that her daughters wouldn't die on the long walk west. Sandra Kamusikiri helped club members feel the slave's pain. The performance was part of the state's Sesqui-centennial celebration.

Stan Bird/
Placentia News-
Times



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The Register
Daily

MAY 5 - 1999

PLACENTIA 332

The city expects to come up about \$1.4 million short in its

proposed \$25.2 million budget for 1999-2000, according to figures released Tuesday. The overall spending plan is 1.3 percent higher than the current budget year's, but the general fund budget — considered the only place where the city has some say in how money is spent — is balanced and reflects a 0.6 percent decrease for the coming year. City Council members plan to vote on the budget June 15. Study sessions are scheduled for May 18 and June 1 to look over the details of the plan.

— Deniène Husted
(704) 704-3705

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The Register
Daily MAY 0 4 1999

PLACENTIA 332

The city staff is presenting the proposed 1999-2000 budget to the City Council tonight at council chambers, 401 E. Chapman Ave. Copies of the budget will be available Wednesday at City Hall, 401 E. Chapman Ave., and the Placentia Library, 411 E. Chapman Ave. The council tonight will set dates for a public budget hearing/study session.

— Eric Johnson
(714) 704-3795

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The Register
Daily

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Library system building Web access network

ONLINE: Fast connections — and more of them — are due in August.

By ANN PEPPER/The Orange County Register

The Orange County Public Library system this week begins building a computer network that will provide patrons with speedy, state-of-the-art Internet connections for the first time, County Librarian John Adams said Monday.

By August, the network will go online with 393 new Internet-access terminals to relieve pent-up demand across the library's 27-branch system.

The system's current 84 Internet-access terminals are in constant use, Adams said.

"They're reserved in hourlong increments that are booked into the future up to a week at a time," he said. "Demand is far beyond what we're able to handle. This ought to relieve some of the pressure."

Funding for the \$1 million project comes from the state's Public Library Foundation Program, and from property taxes, Adams said.

The new terminals are wonderful news, Irvine Heritage Park Regional library patron and businesswoman Patrice Rakhshani, 42, said Monday.

"Right now this branch has only one terminal," Rakhshani said. "You have to call up to reserve time on it each day right at 10 a.m. when the library opens. Ten minutes later and you won't get a slot."

The Irvine regional branch will have 33 terminals by Aug. 1, Adams said.

Besides response speeds much faster than available over telephone lines, the terminals will also provide features including:

Catalog access with an easy-to-use, point-and-

LIBRARIES' NET ACCESS GROWING

As of Aug. 1, 393 new Internet-access terminals will be installed throughout the Orange County Public Library system. Each branch will receive additional terminals according to its size and patronage, said County Librarian John Adams. Here's the branch-by-branch distribution:

Branch	New terminals	Total
Aliso Viejo	0	39
Brea	14	15
Costa Mesa	11	13
Costa Mesa Verde	9	10
Crown Valley	17	19
Cypress	15	17
Dana Point	15	17
El Toro	17	19
Fountain Valley	19	21
Garden Grove Regional	22	24
Garden Grove West	9	10
Garden Grove Chapman	9	10
Irvine Regional	32	33
Irvine University Park	20	21
La Habra	15	18
La Palma	8	
Laguna Beach	12	
Los Alamitos/Rossmoor	13	14
Orangewood	0	0
Rancho Santa Margarita	24	26
San Clemente	19	22
San Juan Capistrano	23	25
Seal Beach	11	12
Silverado	2	3
Stanton	9	11
Tustin	19	20
Villa Park	5	7
Westminster	24	25
Total	393	477

click Windows format; off-site catalog access over the library's Web site; the opportunity to download color photographs and graphics with magazine articles; Web-site filters on children's-area terminals; and more.

pacific clippings

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Coto De Caza News
Weekly

APR 1 - 1999

NATIONAL LIBRARY WEEK CELEBRATES THE FREEDOM TO READ! LEARN! CONNECT!

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Where do you go when you need to know? Chances are it's the library. Some two thirds of Americans say the library is where they go to get books, use computers and find other resources they need in the information age, according to a poll conducted by the Gallup Organization for the American Library Association (ALA).

"Read! Learn! Connect! @ the Library" is the theme for this year's National Library Week, April 11-17, sponsored by the American Library Association and library supporters across the nation. "National Library Week is a time to celebrate this great democratic institution and the freedom we enjoy as Americans to read, learn and connect to ideas and information," says Ann K. Symons, president of the 56,000 member American Library

Association. "We encourage everyone to visit their public, school or college library and see what's new."

The role of libraries and librarians in providing public access to information is more important than ever, according to Symons. "There's an overwhelming amount of information out there not all of it helpful or even accurate," explains Symons, a school librarian from Juneau, Alaska. "Librarians can help you find the best source of information." Symons notes that some 75 percent of public libraries now offer public access to the Internet almost double the number two years ago. Many libraries have Web pages and offer classes for parents, business people, seniors, children and others on how to use the Internet. The American Library Association also offers resources for the public recommended books, Web sites, tips for parents and more on its Web site at "<http://www.ala.org/publicpage/>". Symons offers the following tips for how your family can "Read! Learn! Connect! @ theLibrary." Get answers. Many libraries offer telephone or online reference service. Librarians are experts at knowing the best sources of information whether in books or

online. Borrow books and magazines. If your library doesn't have the title you want, chances are it can get it for you through interlibrary loan. Librarians are happy to recommend good reading for you and your child.

Attend free programs. In addition to books and other resources, libraries today offer a wide array of educational and cultural programs for adults, everything from Oprahstyle book clubs to exercise classes for seniors, concerts, author talks, investment and cooking classes. Ask for a copy of the library's calendar of events.

Log on. Three quarters of the nation's public libraries now offer public access to the Internet. Most also offer books, magazines, classes and other resources to help children and adults learn how to "surf the Net."

Discover the fun. Check out your library's free programs for children. Today's libraries offer a wide range of programming for youth from preschool story hours and summer reading programs to sleep overs and open mike poetry readings for teens.

Get homework help. Many libraries offer term paper clinics and special homework centers specially stocked and staffed with computers and other reference materials to assist students.

Check out videos. Almost every library offers videotapes on loan at no or nominal fees. Choose from classic children's films as well as current features, travel and how to tapes on cooking, car repair and other popular topics.

Remember, the library is a public place. Parents should always accompany small children at the library.



TO: Elizabeth Minter, Library Director
FROM: Katie Matas, Literacy Coordinator *KLM*
DATE: May 19, 1999
SUBJECT: Placentia Library Literacy Services Report for the month of April

Program Statistics

Active tutors: 41
Active students: 44
Students waiting to be matched: 27
Percentage of tutors reporting (April hours): 100%
Tutoring hours reported: 209
Other volunteer hours reported: 56
Total volunteer hours: 265

Conversation Groups. Twice-weekly conversation groups for adults who wish to improve their English conversation skills continued to meet each Sunday and Tuesday throughout the month. The last meeting will be Sunday, May 23, 1999.

Tutor Training. The spring Tutor Training Workshop began Monday, April 19, 1999 and will continue through May 17, 1999.

Volunteer Recognition. Literacy tutors were included in the annual volunteer recognition program hosted by the Friends of the Library. Eleven tutors spent fifty or more hours tutoring in the past year.

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

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TO: Elizabeth Minter, Library Director
FROM: Katie Matas, Literacy Coordinator *Kum*
DATE: May 19, 1999
SUBJECT: **Safety Committee report for April**


There was no safety committee meeting in April. The next meeting is scheduled for Wednesday, May 26, 1999 at 11:15 A.M.

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TO: Library Board of Trustees

FROM: Julie Shook and Wendy Goodson, Staff 

DATE: May 19, 1999

SUBJECT: Report on Y2K Preparations for April, 1999

Project – Julie Shook	Status/Scheduled
LAN Management System/Software	Not yet scheduled
LAN Workstations	Not yet scheduled
XCP Program	Not yet scheduled
XCP Equipment	Not yet scheduled
Ameritech System	Not yet scheduled
Internet Service Provider	Not yet scheduled
ISDN Service Provider	Not yet scheduled

Project – Wendy Goodson	Status/Scheduled
Banks	No response
Payroll Contractor/Software	Compliant
Utilities	No response
Fire Alarm System	Not yet scheduled
Ventura	Not yet scheduled
Office 97	Not yet scheduled
Telephone System	Not yet scheduled
Voicemail System	Not yet scheduled
Emergency Planning	EOC contacted

Prepared by: Wendy Goodson

