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AGENDA

REGULAR MEETING

PLACENTIA LIBRARY DISTRICT  
BOARD OF TRUSTEES

June 16, 1999

7:30 P.M.

Library Conference Room

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

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

- 1. Roll Call Administrative Assistant
- 2. Adoption of Agenda

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

Presentation: Library Director  
Recommendation: Adopt by Motion

- 3. Minutes of the May 19, 1999 Regular Meetings.

Presentation: Library Director  
Recommendation: Approve by Motion

- 4. Oral Communications

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

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

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

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

5. Board President Report

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

6. Trustee Reports

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

7. Friends of Placentia Library Board of Directors Report.

Presentation: Friends Representative Ted Farkas

**CLAIMS (Items 8 - 11)**

Presentation: Library Director

Recommendation: Approve by Motion

*Items 8 - 11 may be considered together as one motion to "Approve the Claims, and Receive & File the General Fund Cash Flow Report." Items may be removed for individual consideration before the Claims are adopted. Items removed must then each have a separate motion.*

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

No Nonstandard Claims were processed during this report period.

✓ 9. Claims forwarded by the Library Director and the Library Board of Trustees. (Approve)

Claims 3737, 3738, 3739 and 3740 for a total of \$7,076.37 forwarded by Library Director during this report period.

10. Current Claims and Payroll (Approve)

Current Claims 3743, 3744, 3745, 3746, 3747, 3748, 3749, 3750, 3751, 3752, 3753, 3754, 3755 and 3756 for \$82,584.43; and Payrolls 3741 for \$25,125.00 and 3742 for \$20,325.00, for a combined total of Current Claims and Payroll of \$128,034.43.

11. FY1998-99 Cash Flow Analysis with recommendation that no funds be transferred at this time. (Receive & File)

**FINANCIAL REPORTS (Items 12 - 17)**

Presentation: Library Director  
Recommendation: Approve by Motion

*Items 12 - 17 may be considered together as one motion to approve the Financial Report. Items may be removed for individual consideration before the Financial Report is adopted. Items removed must then each have a separate motion.*

- 12. Financial Reports for May 1999 (Receive & File)
- ✓ 13. Office General Ledger & Check Registers for May 1999 (Receive & File)
- 14. Acquisitions Report for May 1999 (Receive & File)
- 15. Overdue Collection Reports for May 1999 (Receive & File)
- ✓ 16. Debit Card System Reimbursement Report for May 1999 (Receive & File)
- ✓ 17. Gifts Report for May 1999 (Receive & File)

**GENERAL CONSENT CALENDAR (Items 18 - 28)**

Presentation: Library Director  
Recommendation: Approve by Motion

*Items 18 - 28 may be considered together as one motion to approve the General Consent Calendar. Items may be removed for individual consideration before the General Consent Calendar is adopted. Items removed must then each have a separate motion.*

- ✓ 18. Building Maintenance Report for May 1999 (Receive & File)
- ✓ 19. Personnel Report for May 1999 (Receive, File, and Ratify Appointments)
- 20. Volunteer Report for May 1999 (Receive & File)
- 21. Circulation Report for May 1999 (Receive & File)
- 22. Minutes of the Executive Committee of the Independent Special Districts of Orange County (ISDOC) of May 10, 1999 (Receive & File)
- 23. Strategic Planning Report (Receive & File)
- 24. Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority. (Receive & File)
- 25. Legislative information from California Special Districts Association (CSDA), and California Library Association (CLA) (Receive & File)

26. Notice of the nomination and election process for the Special District Workers Compensation Authority. (Receive & File)
27. "Response to request for project information" submitted to the City of Placentia on May 25, 1999. (Receive & File)
28. Notification from Nationwide Retirement Solutions that the Morley Stable Value Retirement Fund is not available to be added to the District's Section 457 Deferred Compensation Plan. (Receive & File and Ratify Application signed by the Library Director on May 25, 1999)

#### CONTINUING BUSINESS

29. Review Library Revenue Issues and continue the discussion of the feasibility of Library Parcel Tax ballot issue

Presentation: Library Director  
Recommendation: Give direction for future action

30. Fiscal Year 1999-2000 Budget

Presentation: Library Director  
Recommendations: Review Revenue and Expenditure Estimates for Fiscal Year 1999-2000;

Adopt 90-day Continuing Resolution for spending authority based on the Fiscal Year 1998-1999 Budget, pending adoption of the State Budget;

Adopt Salary Schedule for Non-Exempt and Exempt Employees that includes a 4% increase effective July 1, 1999; and

Continue discussion of the Fiscal Year 1999-2000 Budget to the July Regular Board Meeting

31. Continuation of discussion of the District's participation in the California Library Association's Legislative Day.

Presentation: Trustee Stark  
Recommendation: Make determination of status of District's participation

#### NEW BUSINESS

32. Adopt Policy for Use of Library Checks to Pay for Passport Application Fees.

Presentation: Library Director  
Recommendation: Give direction for Budget development

**STAFF REPORTS (Items 33 - 39)**

Presentation: Library Director  
Recommendation: Approve by Motion

*Items 33 – 39 may be considered together as one motion to approve the Staff Reports. Items may be removed for individual consideration before the General Consent Calendar is adopted. Items removed must then each have a separate motion.*

33. Placentia Library Web Site Development Report for May 1999. (Ammar)
34. Program Committee Report for May 1999. (Ammar)
35. Children's Services Report for May 1999. (Smith)
36. Publicity Materials produced for May 1999. (Willauer)
37. Placentia Library Literacy Services Report for May 1999. (Matas)
38. Safety Committee Minutes for May 1999. (Matas)
39. Report on Y2K Preparations for May 1999. (Shook & Goodson)

**CLOSED SESSION**

40. Performance Review for Library Director

*Pursuant to California Government Code Section 5-4957 a closed session will be held to discuss the performance evaluation of the Library Director, a personnel matter.*

Presentation: Library Board President  
Recommendation: Review the Trustee evaluation forms and give the Board President direction for preparing the Evaluation Report

**ADJOURNMENT**

41. Agenda Preparation for the July Regular Meeting which will be held on July 21, 1999.
42. Review of Action Items.

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

43. Adjourn

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

I, Wendy G. Goodson, Administrative Assistant for Placentia Library District, hereby certify that the Agenda for the June 16, 1999, Regular Meeting of the Library Board of Trustees of the Placentia Library District was posted on Thursday, June 10, 1999.

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AGENDA

THE BOARD OF DIRECTORS

BOARD OF DIRECTORS

June 10, 1990

7:00 P.M.

Finance Conference Room

1. Approval of the minutes of the Board meeting held on May 14, 1990.

2. Report of the Finance Committee on the audit of the financial statements for the year ended March 31, 1990.

3. Report of the Audit Committee

4. Report of the Finance Committee

5. Report of the Finance Committee

6. Report of the Finance Committee on the proposed dividend for the year ended March 31, 1990.

7. Report of the Finance Committee on the proposed dividend for the year ended March 31, 1990.

8. Report of the Finance Committee on the proposed dividend for the year ended March 31, 1990.

9. Report of the Finance Committee on the proposed dividend for the year ended March 31, 1990.

10. Report of the Finance Committee

11. Report of the Finance Committee on the proposed dividend for the year ended March 31, 1990.

12. Report of the Finance Committee on the proposed dividend for the year ended March 31, 1990.

13. Report of the Finance Committee on the proposed dividend for the year ended March 31, 1990.

14. Report of the Finance Committee on the proposed dividend for the year ended March 31, 1990.

# AGENDA

## REGULAR MEETING

### PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

June 16, 1999

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1. Roll Call Administrative Assistant

2. Adoption of Agenda

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

Presentation: Library Director  
Recommendation: Adopt by Motion

3. Minutes of the May 19, 1999 Regular Meetings.

Presentation: Library Director  
Recommendation: Approve by Motion

4. Oral Communications

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

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

6. Trustee Reports

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

7. Friends of Placentia Library Board of Directors Report.

Presentation: Friends Representative Ted Farkas

**CLAIMS (Items 8 - 11)**

Presentation: Library Director  
Recommendation: Approve by Motion

*Items 8 - 11 may be considered together as one motion to "Approve the Claims, and Receive & File the General Fund Cash Flow Report." Items may be removed for individual consideration before the Claims are adopted. Items removed must then each have a separate motion.*

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

No Nonstandard Claims were processed during this report period.

9. Claims forwarded by the Library Director and the Library Board of Trustees. (Approve)

Claims 3757 and 3758 for a total of \$6,848.50 forwarded by Library Director during this report period.

10. Current Claims and Payroll (Approve)

Current Claims 3759, 3760, 3761, 3762, 3763, 3764, 3765, 3766, 3767, 3768 and 3769 for \$55,604.98; and Payrolls 3770 for \$21,380.00, 3771 for \$21,380.00 and 3772 for \$21,380.00, for a combined total of Current Claims and Payroll of \$119,744.98.

11. FY1998-99 Cash Flow Analysis with recommendation that no funds be transferred at this time. (Receive & File)

1. Introduction

The purpose of this paper is to provide a comprehensive review of the literature on the use of the term "statistical significance" in the context of hypothesis testing.

2. The Concept of Statistical Significance

The concept of statistical significance is a central element of the frequentist paradigm of statistical inference. It is defined as the probability of observing a test statistic as extreme as, or more extreme than, the one observed, assuming the null hypothesis is true.

The most common test statistic used in hypothesis testing is the p-value.

The p-value is the probability of observing a test statistic as extreme as, or more extreme than, the one observed, assuming the null hypothesis is true.

3. The Interpretation of the p-value

The p-value is often misinterpreted as the probability that the null hypothesis is true, given the observed data. This is not the case.

The p-value is a measure of the strength of evidence against the null hypothesis. A small p-value indicates that the observed data are unlikely to have occurred if the null hypothesis were true.

The p-value is not a measure of the probability that the null hypothesis is true.

The p-value is not a measure of the probability that the alternative hypothesis is true.

The p-value is not a measure of the probability that the observed data are true.

The p-value is not a measure of the probability that the observed data are false.

The p-value is not a measure of the probability that the observed data are true or false.

The p-value is not a measure of the probability that the observed data are true or false, given the observed data.

The p-value is not a measure of the probability that the observed data are true or false, given the observed data and the null hypothesis.

**FINANCIAL REPORTS (Items 12 - 17)**

Presentation: Library Director  
Recommendation: Approve by Motion

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**GENERAL CONSENT CALENDAR (Items 18 – 28)**

Presentation: Library Director  
Recommendation: Approve by Motion

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23. Strategic Planning Report (Receive & File)
24. Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority. (Receive & File)
25. Legislative information from California Special Districts Association (CSDA), and California Library Association (CLA) (Receive & File)

1975 FEB 11 10 31 AM '75

THE UNIVERSITY OF CHICAGO  
LIBRARY

THE UNIVERSITY OF CHICAGO LIBRARY  
1207 EAST 58TH STREET  
CHICAGO, ILLINOIS 60637

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THE UNIVERSITY OF CHICAGO LIBRARY  
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CHICAGO, ILLINOIS 60637

26. Notice of the nomination and election process for the Special District Workers Compensation Authority. (Receive & File)
27. "Response to request for project information" submitted to the City of Placentia on May 25, 1999. (Receive & File)
28. Notification from Nationwide Retirement Solutions that the Morley Stable Value Retirement Fund is not available to be added to the District's Section 457 Deferred Compensation Plan. (Receive & File and Ratify Application signed by the Library Director on May 25, 1999)

#### CONTINUING BUSINESS

29. Review Library Revenue Issues and continue the discussion of the feasibility of Library Parcel Tax ballot issue

Presentation: Library Director  
Recommendation: Give direction for future action

30. Fiscal Year 1999-2000 Budget

Presentation: Library Director  
Recommendations: Review Revenue and Expenditure Estimates for Fiscal Year 1999-2000

Motion to Continue the spending authorization of the Fiscal Year 1998-1999 Budget until August 31, 1999, pending adoption of the State Budget

Read Resolution 99-1 by Title only

Adopt Resolution 99-1

Read Resolution 99-2 by Title only

Adopt Resolution 99-2

Continue discussion of the Fiscal Year 1999-2000 Budget to the July Regular Board Meeting

31. Continuation of discussion of the District's participation in the California Library Association's Legislative Day.

Presentation: Trustee Stark  
Recommendation: Make determination of status of District's participation

Journal of Applied Behavior Analysis 1997, Vol. 24, No. 1, 1-10

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**NEW BUSINESS**

32. Policy for use of Placentia Library District checks to pay for passport application fees for individuals who cannot provide a personal check or money order at the time of application.

Presentation: Library Director  
Recommendation: Set check fee of \$1.00 and permit payment by cash, credit card or personal check

**STAFF REPORTS (Items 33 - 39)**

Presentation: Library Director  
Recommendation: Approve by Motion

*Items 33 – 39 may be considered together as one motion to approve the Staff Reports. Items may be removed for individual consideration before the General Consent Calendar is adopted. Items removed must then each have a separate motion.*

33. Placentia Library Web Site Development Report for May 1999. (Ammar)  
34. Program Committee Report for May 1999. (Ammar)  
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36. Publicity Materials produced for May 1999. (Willauer)  
37. Placentia Library Literacy Services Report for May 1999. (Matas)  
38. Safety Committee Minutes for May 1999. (Matas)  
39. Report on Y2K Preparations for May 1999. (Shook & Goodson)

**CLOSED SESSION**

40. Performance Review for Library Director

*Pursuant to California Government Code Section 54957 a closed session will be held to discuss the performance evaluation of the Library Director, a personnel matter.*

Presentation: Library Board President  
Recommendation: Review the Trustee evaluation forms and give the Board President direction for preparing the Evaluation Report

**ADJOURNMENT**

41. Agenda Preparation for the July Regular Meeting which will be held on July 21, 1999.

1994-1995

THE UNIVERSITY OF CHICAGO LIBRARY

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THE UNIVERSITY OF CHICAGO LIBRARY

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1994-1995

1994-1995

42. Review of Action Items.

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

43. Adjourn

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

I, Wendy G. Goodson, Administrative Assistant for Placentia Library District, hereby certify that the Agenda for the June 16, 1999, Regular Meeting of the Library Board of Trustees of the Placentia Library District was posted on Thursday, June 10, 1999.



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# Placentia Library Board Calendar

## June 1999 - May 2000

June 99						
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13	14	15	16	17	18	19
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27	28	29	30			

### June

- 2 Western Regional Planned Giving Conference, Costa Mesa  
5:30 PM - 7:00 PM Chamber Mixer honoring Miss Placentia, Placentia Disposal, 1131 N. Blue Gum St., Anaheim

July 99						
S	M	T	W	T	F	S
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25	26	27	28	29	30	31

- 7 7:00 PM Friends Board Meeting, Wood

- 16 7:30 PM Library Board Meeting

- 24 ALA Conference. New Orleans, through 7/1  
7:15 AM Chamber of Commerce Breakfast, State of the City, Bob D'Amato

August 99						
S	M	T	W	T	F	S
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29	30	31				

### July

- 21 5:30 PM - 7:00 PM Chamber of Commerce Mixer, Villa dePalma

- 7:30 PM Library Board Meeting

- 29 7:15 AM Chamber of Commerce Breakfast

September 99						
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### August

- 5 6:30 PM - 9:00 PM Staff Appreciation Dinner honoring Paul Deputy

- 18 7:30 PM Library Board Meeting

October 99						
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31						

### September

- 13 NSFRE Fund Raising Day - Los Angeles  
7:00 PM Friends Board Meeting, Dinsmore

- 15 7:30 PM Library Board Meeting

- 16 11:30 AM - 1:00 PM Foundation Board Meeting

November 99						
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28	29	30				

### October

- 4 7:00 PM Friends Board Meeting, Shkoler

### October

- 9 Heritage Parade

- 13 National Planned Giving Conference, Anaheim

- 20 7:30 PM Library Board Meeting

### November

- 1 7:00 PM Friends Board Meeting, Stark

- 5 6:00 PM - 8:30 PM Foundation Donor Reception

- 17 7:30 PM Library Board Meeting

- 18 11:30 AM - 1:00 PM Foundation Board Meeting

### December

- 6 7:00 PM Friends Board Meeting, Masters

- 15 7:30 PM Library Board Meeting

### January

- 3 7:00 PM Friends Board Meeting, Wood

- 14 ALA Midwinter, San Antonio, through Jan 19

- 19 7:30 PM Library Board Meeting

- 20 11:30 AM - 1:00 PM Foundation Board Meeting

### February

- 7 7:00 PM Friends Board Meeting, Dinsmore

- 16 7:30 PM Library Board Meeting

### March

- 6 7:00 PM Friends Board Meeting, Shkoler

- 15 7:30 PM Library Board Meeting

December 99						
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28	29	30	31			



**AGENDA**

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**PLACENTIA LIBRARY DISTRICT  
BOARD OF TRUSTEES**

June 16, 1999

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Library Conference Room

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1. Roll Call Administrative Assistant

7:30 p.m.

*Dunsmore  
absent*

2. Adoption of Agenda

*M1 - R.M.  
M2 - G.W.*

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

Presentation: Library Director  
Recommendation: Adopt by Motion

3. Minutes of the May 19, 1999 Regular Meetings.

*M1 - R.M.  
M2 - S.S.*

Presentation: Library Director  
Recommendation: Approve by Motion

4. Oral Communications

*Nine*

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

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

Ted Farkas present @ 7:37 p.m.

EOM: Pensmore - Breast Cancer 28 Jun 99  
Snicker sent out survey to all employees (see 7/7/14)  
request to submit survey. put on agenda to discuss survey results.  
June 1, City Council work session (Historical room addition)

- 5. Board President Report

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

- 6. Trustee Reports

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

- 7. Friends of Placentia Library Board of Directors Report.

Rep visited classrooms until Sept 99. Friends Representative Ted Farkas  
Ted Farkas reported Friends balance \$10,600  
Spends pledged for shelves, replacement CD ROM (cabinets) books on tape

CLAIMS (Items 8 - 11)

Presentation: Library Director  
Recommendation: Approve by Motion

8-10  
M1 - R. Masters  
M2 - S. Stank

Items 8 - 11 may be considered together as one motion to "Approve the Claims, and Receive & File the General Fund Cash Flow Report." Items may be removed for individual consideration before the Claims are adopted. Items removed must then each have a separate motion.

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

No Nonstandard Claims were processed during this report period.

- 9. Claims forwarded by the Library Director and the Library Board of Trustees. (Approve)

Claims 3757 and 3758 for a total of \$6,848.50 forwarded by Library Director during this report period.

- 10. Current Claims and Payroll (Approve)

Current Claims 3759, 3760, 3761, 3762, 3763, 3764, 3765, 3766, 3767, 3768 and 3769 for \$55,604.98; and Payrolls 3770 for \$21,380.00, 3771 for \$21,380.00 and 3772 for \$21,380.00, for a combined total of Current Claims and Payroll of \$119,744.98.

- 11. FY1998-99 Cash Flow Analysis with recommendation that no funds be transferred at this time. (Receive & File)

Separate motion

M1 - R.M.  
M2 - S.S.



**FINANCIAL REPORTS (Items 12 - 17)**

M1 - S.S.  
M2 - R.M.

Presentation: Library Director  
Recommendation: Approve by Motion

*Items 12 - 17 may be considered together as one motion to approve the Financial Report. Items may be removed for individual consideration before the Financial Report is adopted. Items removed must then each have a separate motion.*

- 12. Financial Reports for May 1999 (Receive & File)
- 13. Office General Ledger & Check Registers for May 1999 (Receive & File)
- 14. Acquisitions Report for May 1999 (Receive & File)
- 15. Overdue Collection Reports for May 1999 (Receive & File)
- 16. Debit Card System Reimbursement Report for May 1999 (Receive & File)
- 17. Gifts Report for May 1999 (Receive & File)


put on report  
no pymts will be made until Apr 2001

**GENERAL CONSENT CALENDAR (Items 18 - 28)**

M11 - S.S.  
M2 - G.W.

Presentation: Library Director  
Recommendation: Approve by Motion

*Items 18 - 28 may be considered together as one motion to approve the General Consent Calendar. Items may be removed for individual consideration before the General Consent Calendar is adopted. Items removed must then each have a separate motion.*

- 18. Building Maintenance Report for May 1999 (Receive & File)
- 19. Personnel Report for May 1999 (Receive, File, and Ratify Appointments)
- 20. Volunteer Report for May 1999 (Receive & File)
- 21. Circulation Report for May 1999 (Receive & File)
- 22. Minutes of the Executive Committee of the Independent Special Districts of Orange County (ISDOC) of May 10, 1999 (Receive & File)
- 23. Strategic Planning Report (Receive & File)  agenda item for next month
- 24. Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority. (Receive & File)
- 25. Legislative information from California Special Districts Association (CSDA), and California Library Association (CLA) (Receive & File)

- 26. Notice of the nomination and election process for the Special District Workers Compensation Authority. (Receive & File)
- 27. "Response to request for project information" submitted to the City of Placentia on May 25, 1999. (Receive & File) *EM - June 1, 1999*
- 28. Notification from Nationwide Retirement Solutions that the Morley Stable Value Retirement Fund is not available to be added to the District" Section 457 Deferred Compensation Plan. (Receive & File and Ratify Application signed by the Library Director on May 25, 1999)

*received file*  
*M1 - S.S.*  
*M2 - R.M.*

**CONTINUING BUSINESS**

*ERAF*

*2 issues*  
 ① current version has been adopted but not by Assembly from for libraries - distributed as PAF (Approx 20K-25K) No vote yet  
 ② *ERAF shift conditional referendum? cop? or rollback?*

- 29. Review Library Revenue Issues and continue the discussion of the feasibility of Library Parcel Tax ballot issue

Presentation: Library Director  
 Recommendation: Give direction for future action

*Tue. July 20, 1999 5:00pm.*

*Attachment B*

- 30. Fiscal Year 1999-2000 Budget

Presentation: Library Director

Recommendations: Review Revenue and Expenditure Estimates for Fiscal Year 1999-2000

*M1 - S.S.* Motion to Continue the spending authorization of the Fiscal Year 1998-1999  
*M2 - R.M.* Budget until August 31, 1999, pending adoption of the State Budget

*M1 - S.S.* Read Resolution 99-1 by Title only  
*M2 - R.M.*

*M1 - R.M.* Adopt Resolution 99-1  
*M2 - G.W.*

*M1 - R.M.* Read Resolution 99-2 by Title only  
*M2 - G.W.*

*M1 - R.M.* Adopt Resolution 99-2  
*M2 - G.W.*

*M1 - R.M.* Continue discussion of the Fiscal Year 1999-2000 Budget to the July Regular Board Meeting  
*M2 - S.S.*

- 31. Continuation of discussion of the District's participation in the California Library Association's Legislative Day.

Presentation: Trustee Stark  
 Recommendation: Make determination of status of District's participation

*M1 - S.S.*

*M2*

*Drop discontinued participation in next meeting*

*★ Defer to next month Board Meeting*

NEW BUSINESS

*propose*

- 32. Policy for use of Placentia Library District checks to pay for passport application fees for individuals who cannot provide a personal check or money order at the time of application.

Presentation: Library Director  
 Recommendation: Set check fee of \$1.00 and permit payment by cash, credit card or personal check

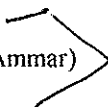
*m1 - R.M.  
m2 - G.W.*

STAFF REPORTS (Items 33 - 39)

Presentation: Library Director  
 Recommendation: Approve by Motion

*m1 - G.W.  
m2 - R.M.*

*Items 33 - 39 may be considered together as one motion to approve the Staff Reports. Items may be removed for individual consideration before the General Consent Calendar is adopted. Items removed must then each have a separate motion.*

- \* 33. Placentia Library Web Site Development Report for May 1999. (Ammar) 
- 34. Program Committee Report for May 1999. (Ammar)
- 35. Children's Services Report for May 1999. (Smith)
- 36. Publicity Materials produced for May 1999. (Willauer)
- 37. Placentia Library Literacy Services Report for May 1999. (Matas)
- 38. Safety Committee Minutes for May 1999. (Matas)
- 39. Report on Y2K Preparations for May 1999. (Shook & Goodson)

closed session

*m1 - SS  
m2 - M*

- 40. Performance Review for Library Director

*[scribble]*

*Pursuant to California Government Code Section 54957 a closed session will be held to discuss the performance evaluation of the Library Director, a personnel matter.*

Presentation: Library Board President  
 Recommendation: Review the Trustee evaluation forms and give the Board President direction for preparing the Evaluation Report

ADJOURNMENT

*9:00 AM*

- 41. Agenda Preparation for the July Regular Meeting which will be held on July 21, 1999.

42. Review of Action Items.

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

43. Adjourn

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

I, Wendy G. Goodson, Administrative Assistant for Placentia Library District, hereby certify that the Agenda for the June 16, 1999, Regular Meeting of the Library Board of Trustees of the Placentia Library District was posted on Thursday, June 10, 1999.



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**MINUTES  
PLACENTIA LIBRARY DISTRICT  
REGULAR MEETING OF THE BOARD OF TRUSTEES  
May 19, 1999**

**CALL TO ORDER**

The Regular Meeting of the Placentia Library District Board of Trustees was called to order on May 19, 1999 at 7:34 P. M. by President Al Shkoler.

**ROLL CALL**

**Members Present:** President Al Shkoler; Secretary Robin Masters; Trustees Margaret (Peggy) Dinsmore; Saundra Stark; Gaeten Wood; and Library Director Elizabeth Minter.

**Members Absent:** None

**Others Present:** Principal Librarian Suad Ammar; and Administrative Assistant Wendy Goodson

**ADOPTION OF  
AGENDA**

It was moved by Secretary Masters, seconded by Trustee Wood to adopt the Agenda as printed.

AYES: Dinsmore, Masters, Shkoler, Stark, Wood  
NOES: None  
ABSTAIN: None  
ABSENT: None

**MINUTES**

It was moved by Secretary Masters to approve the Minutes of the March 17, 1999 Regular Meeting as printed.

AYES: Dinsmore, Masters, Shkoler  
NOES: None  
ABSTAIN: Stark, Wood  
ABSENT: None

It was moved by Trustee Dinsmore, seconded by Trustee Stark to approve the Minutes of the April 21, 1999 Regular Meeting as printed.

AYES: Dinsmore, Masters, Shkoler, Stark  
NOES: None  
ABSTAIN: Wood  
ABSENT: None

**ORAL  
COMMUNICATIONS**

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

**PRESIDENT'S  
REPORT**

President Shkoler reported that he and Library Director Minter attended the Government Affairs Day in Sacramento on May 16, 1999.

President Shkoler distributed a sample Employee Opinion Survey to the Trustees for review. The survey will be sent to employees of the Placentia Library District.

President Shkoler proposed having a recognition for Paul Deputy for his dedicated volunteer work to the Library.

**TRUSTEE REPORTS**

Trustee Wood reported she attended the Independent Special District's of Orange County Meeting on April 12, 1999.

**FRIENDS REPORT**

Friends Representative Ted Farkas was not present.

**FOUNDATION REPORT**



Trustee Wood reported that the Placentia Foundation Board of Directors had its quarterly meeting on May 6, 1999. The Foundation's new President is M.A. McHenry. ~~XXXXXXXXXX~~

**CLAIMS**

It was moved by Trustee Stark, seconded by Trustee Wood to approve Agenda Items 9 through 12:

Nonstandard Claims in the amount of \$0.00

Claims 3737, 3738, 3739, and 3740 forwarded by the Library Director in the amount of \$7,076.37.

Current Claims of \$82,584.43, and Payroll Claims 3724 and 3725, in the amount of \$45,450.00 for a total of \$128,034.43.

FY1998-99 Cash Flow Analysis with recommendation to transfer \$35,000 from Fund 707 to Fund 702, and \$95,000 from Fund 707 to Fund 706.

AYES: Dinsmore, Masters, Shkoler, Stark, Wood  
NOES: None  
ABSTAIN: None  
ABSENT: None

**FINANCIAL REPORTS**

It was moved by Secretary Masters, seconded by Trustee Dinsmore to receive and file Agenda Items 13 through 18:

Financial Reports for April, 1999

Office General Ledger & Check Registers for April, 1999

Acquisitions Report for April, 1999

Overdue Collection Report for April, 1999

Debit Card System Reimbursement Report for April, 1999

Gifts Report for April, 1999

AYES: Dinsmore, Masters, Shkoler, Stark, Wood  
NOES: None  
ABSTAIN: None  
ABSENT: None

**GENERAL CONSENT  
CALENDAR**

It was moved by Trustee Wood, seconded by Trustee Dinsmore to receive and file Agenda Items 19 to 31:

Building Maintenance Report for April, 1999 (Receive & File)

Personnel Report for April, 1999 (Receive, File and Ratify Appointments)

Volunteer Report for April, 1999 (Receive & File)

Circulation Report for April 1999 (Receive & File)

Minutes of the Executive Committee of the Independent Special Districts of Orange County (ISDOC) of April 6, 1999. (Receive & File)

Strategic Planning Report (Receive & File)

Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority (Receive & File)

Legislative information from California Advocates, California Special Districts Association (CSDA), and the California Library Association (CLA) (Receive & File)

Minutes of the Placentia Library District Ad Hoc Committee on Increasing Library Usage of April 28, 1999 (Receive & File)

Orange County Investment Pool (OCIP) Bankruptcy update from Patrick Shea, Attorney for OCIP (Receive & File)

Discontinuation of application process for California Department Of Education (321) Grant because the qualifications and Requirements have changed to make Placentia Library District Ineligible. (Receive & File)

California Library Literacy Services 3<sup>rd</sup> Quarter Report for Fiscal Year 1998-99, as submitted to the State Library of California (Receive & File)

Summary of Actions taken at the Library of California Board Meeting, April 28-29, 1999 (Receive & File)

AYES: Dinsmore, Masters, Shkoler, Stark, Wood  
NOES: None  
ABSTAIN: None  
ABSENT: None

**LIBRARY REVENUE  
ISSUES AND  
FEASIBILITY OF  
LIBRARY PARCEL  
TAX BALLOT ISSUE**

Library Director Minter reported on Government Affairs Day on May 16, 1999. She also reported that the Assembly has approved full funding for the Public Library Fund.

**HISTORY ROOM  
UPDATE**

Library Director Minter recommended that the project include both expansions proposed by the History Room Committee.

It was moved by Trustee Stark, seconded by Secretary Masters to approve the study and authorize the Library Director to forward the study and the District's endorsement of the project to the City Administrator.

AYES: Dinsmore, Masters, Shkoler, Stark, Wood  
NOES: None  
ABSTAIN: None  
ABSENT: None

**PERFORMANCE  
EVALUATION  
PROCESS FOR 1999**

President Shkoler recommended using the previous Management Employee Performance Evaluation form which will be mailed out within two weeks to all Trustees. The form is to be completed and returned for review at the June 16, 1999 Board Meeting.

**DISPOSITION OF  
ELECTRONIC  
EQUIPMENT**

It was moved by Trustee Dinsmore, seconded by Secretary Masters to approve policy for disposition of 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.

AYES: Dinsmore, Masters, Shkoler, Stark, Wood  
NOES: None  
ABSTAIN: None  
ABSENT: None



**GOVERNMENTAL  
RELATIONS  
ACTIVITIES**

The Board members discussed the District's governmental relations activities and the advantages and disadvantages of using a lobbyist.

It was moved by Trustee Wood, seconded by Trustee Stark to discontinue contract with California Advocates for Legislative information & advocacy.

AYES: Shkoler, Stark, Wood  
NOES: Dinsmore, Masters  
ABSTAIN: None  
ABSENT: None

It was moved by Trustee Wood, seconded by Secretary Masters to continue participation on the California Special Districts Association Legislative Committee as a "library representative" for remainder of year and reevaluate following term.

AYES: Dinsmore, Masters, Shkoler, Stark, Wood  
NOES: None  
ABSTAIN: None  
ABSENT: None

It was moved by Trustee Stark, seconded by Trustee Wood to discontinue participation in the annual CSDA Governmental Affairs Seminar.

AYES: Dinsmore, Masters, Shkoler, Stark, Wood  
NOES: None  
ABSTAIN: None  
ABSENT: None

Discussion of participation in California Library Association Legislative Day, was continued to the June 16, 1999 Board Meeting.

**1999-2000 BUDGET  
PREVIEW**

Library Director Minter gave presentation on preliminary Budget Report for Fiscal Year 1999-2000 for Placentia Library District.

**STAFF  
APPRECIATION  
DINNER**

The Staff Appreciation Dinner will be on August 5, 1999 with Paul Deputy as the Guest of Honor. The budget was set at \$800.00.

**STAFF REPORTS**

It was moved by Secretary Masters, seconded by Trustee Dinsmore to approve Agenda Items 39-45:

Placentia Library Web Site Development Report for April, 1999.

Program Committee Report for April, 1999

Children's Services Report for April, 1999

Publicity Materials produced in April, 1999

Placentia Library Literacy Services Report for April, 1999

Safety Committee Minutes for April, 1999

Report on Y2K Preparations for April, 1999

AYES:	Dinsmore, Masters, Shkoler, Stark, Wood
NOES:	None
ABSTAIN:	None
ABSENT:	None

**AGENDA  
PREPARATION**

No action was taken on this item.

**ADJOURNMENT**

The Regular Meeting of the Board of Trustees of the Placentia Library District for May 19, 1999 adjourned at 9:54 P.M.

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Robin J. Masters, Secretary

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**PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES**

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**TO:** Library Board of Trustees  
**FROM:** Cheryl Willauer<sup>w</sup>, Library Assistant  
**SUBJECT:** Friends of Placentia Library Report  
**DATE:** June 16, 1999

The Board of Directors of the Friends of the Library met on Monday, May 7, 1999. Library Director Elizabeth Minter and Library Assistant Cheryl Willauer attended the meeting. Library Trustee Wood was not present.

Vice President Farkas, reported the balance on hand is \$10,639. The Friends earned over \$800 in book sales in the Friends Bookstore during the month of May.

Director Rankin reported she went with Children's Librarian Smith visited classrooms at two Elementary Schools to promote the Summer Reading Program and that she had a wonderful time.

The Annual Booksale was held on Saturday, May 15 from 8:00 A.M. to 1:00 P.M. and on Sunday, May 16 from 1:00 to 4:00 P.M. Director Rankin reported that \$938.65 was made on the sale and new memberships.

The Friends approved the following expenditures:

\$400 Staff Appreciation Dinner

\$1,000 Director's Fund

\$7,000 CD Cabinets & Books-On-Tape

Treasurer Himes paid the \$2257.59 bill for the new scanners used at the checkout desk

The next Friends Board meeting is scheduled for Monday, September 23, 1999 at 7:00 P.M. Trustee Dinsmore is scheduled to attend as the Library Board representative.

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PLACENTIA LIBRARY DISTRICT  
Summary of Nonstandard Claims  
June 16, 1999

TYPE	REPORT NUMBER	AMOUNT
	TOTAL	0.00

Prepared by: Wendy Goodson

( )

( )

( )

PLACENTIA LIBRARY DISTRICT  
Summary of Claims Forwarded by the Library Director  
June 16, 1999

DATE	REPORT NUMBER	AMOUNT
June 2, 1999	3757	4,195.04
June 2, 1999	3758	2,653.46
	TOTAL	\$6,848.50

Prepared by : Wendy Goodson

LOCALLY GOVERNED DISTRICT  
CLAIMS TRANSMITTED FOR PAYMENT

DATE 06/02/99  
REPORT NO 3757

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

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
N19932 Ameritas Life Insurance Corp. PO BOX 81889 Lincoln, NE 68501-1889	5/17/99 010-19000-05435 June 1999		0300	00		462.50		
N03645A Blue Shield of California Cash Receiving File 55331 Los Angeles, CA 90074-5331	5/13/99 VH1181 June 1999		0300	00		2,895.88		
N03646 Vision Service Plan - (CA) PO Box 45210 San Francisco, CA 94145-5210	5/25/99 12 099603 0001 0001 June 1999		0300	00		196.13		
N03752 Pacific Bell Payment Center Van Nuys, CA 91388-0001	5/17/99 528-1906		0700	00		4.70		
	5/7/99 253-0470		0700	00		131.67		
	5/17/99 528-8236		0700	01		0.40		
	5/19/99 996-4983		0700	02		16.72		
	<b>TOTAL</b>						<b>153.49</b>	
N06903 Advanced Office Services 1430 Village Way Santa Ana, CA 92705	5/13/99 212126		1300	00		84.62		
N03653 Bear State Air Conditioning 3548 Enterprise Drive Anaheim CA 92807-1640	5/27/99 99-05-541		1400	00		117.42		
N01833 Christenson Electric Inc UNIT 75/PO Box 4800 Portland, OR 97208-4800	5/12/99 130449		1400	00		285.00		

The claims listed above (totaling \$4,195.04) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

Page Total

4,195.04



LOCALLY GOVERNED DISTRICT  
CLAIMS TRANSMITTED FOR PAYMENT

DATE 06/02/99  
REPORT NO 3758

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

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
N09163A Manwill Plumbing Co PO Box 1597 Brea CA 92822-1597	5/18/99 27034		1400	00		926.02		
N09112 GBC PO Box 71361 Chicago, IL 60694-1361	5/11/99 10862305		1800	00		133.85		
N03605B Kinko's PO Box 672085 Dallas, T X 75267-2085	5/27/99 030200088740		1800	08		64.01		
N06568 Placentia Chamber of Commerce 201-C Yorba Linda Blvd. Placentia, CA 92870	5/19/99 ADS for 6/99-5/00		1800	08		520.00		
N06557 Care Resources, Inc 9550 Warner Ave. Suite 228 Fountain Valley, CA 92708	6/1/99 June 99		1900	00		35.00		
N06965 Paychex 200 E Sandpointe Suite 100 PO Box 25159 Santa Ana, CA 92799-5159	5/27/99 19990527		1900	00		216.40		
N03659F Southern California Water 500 Cameron St Placentia, CA 92870	5/21/99 312083-9		2800	00		259.12		
N01074 Southern California Gas Co PO Box C Monterey Park, CA 91756	5/27/99 053 911 8800 9		2800	00		499.06		

The claims listed above (totaling \$2,653.46) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

Page Total

2,653.46



PLACENTIA LIBRARY DISTRICT  
Current Claims and Payroll  
June 16, 1999

TYPE	REPORT NUMBER	AMOUNT
Regular	3759	10,545.90
	3760	716.26
	3761	4,271.29
	3762	12,500.00
	3763	5,347.07
	3764	3,513.26
	3765	2,014.48
	3766	1,216.15
	3767	5,069.57
	3768	2,187.23
	3769	8,223.77
Subtotal for Regular		55,604.98
Payroll	3770	21,380.00
	3771	21,380.00
	3772	21,380.00
Subtotal for Payroll		64,140.00
TOTAL CURRENT CLAIMS		119,744.98

Prepared by: Wendy Goodson

LOCALLY GOVERNED DISTRICT  
CLAIMS TRANSMITTED FOR PAYMENT

DATE 06/16/99  
REPORT NO 3759

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

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
			BS Acct				Doc Number	SC
N06556 C N A Group Benefits 75 Remittance DR. Ste 1641 Chicago, IL 60675-1641	3/20/99		0300	00		173.83		
	5182							
	4/20/99		0300	00		174.28		
	5182							
	5/20/99		0300	00		174.28		
5182								
	6/20/99		0300	00		174.28		
	5182							
	TOTAL					696.67		
N09110 Special District Workers Comp Authority 1030 15th St. Suite 300 Sacramento, CA 95814	5/17/99		0350	00		1,284.00		
	Jul 1, 99 - Sep 30,99							
N03752 Pacific Bell Payment Center Van Nuys, CA 91388-0001	5/28/99		0700	02		155.40		
	572-1609							
N03833 Brodart PO Box 3488 Williamsport PA 17705	4/29/99		0700	05		423.82		
	A29702							
	5/26/99		0700	05		215.50		
	A29867							
	TOTAL					639.32		
N00692A SDRMA 1481 River Park Dr. Suite 110 Sacramento, CA 95815-4501	6/3/99		1100	00		6,820.51		
	1999-00 Renewal Contribution							
N06785 Hector Vargas Cleaning Service 318 Capistrano St Placentia, CA 92870	6/7/99		1400	00		950.00		
	096830							

The claims listed above (totaling \$10,545.90) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

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

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

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

Page Total

10,545.90

LOCALLY GOVERNED DISTRICT  
CLAIMS TRANSMITTED FOR PAYMENT

DATE 06/16/99  
REPORT NO 3759

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

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
N06556 C N A Group Benefits 75 Remittance DR. Ste 1641 Chicago, IL 60675-1641	3/20/99 5182		0300	00		173.83		
	4/20/99 5182		0300	00		174.28		
	5/20/99 5182		0300	00		174.28		
	6/20/99 5182		0300	00		174.28		
	TOTAL					696.67		
N09110 Special District Workers Comp Authority 1030 15th St. Suite 300 Sacramento, CA 95814	5/17/99		0350	00		1,284.00		
	Jul 1, 99 - Sep 30,99							
N03752 Pacific Bell Payment Center Van Nuys, CA 91388-0001	5/28/99		0700	02		155.40		
	572-1609							
N03833 Brodart PO Box 3488 Williamsport PA 17705	4/29/99		0700	05		423.82		
	A29702							
	5/26/99		0700	05		215.50		
TOTAL	A29867					639.32		
N06785 Hector Vargas Cleaning Service 318 Capistrano St Placentia, CA 92870	6/7/99		1400	00		950.00		
	096830							

The claims listed above (totaling 3,725.39) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

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Page Total

3,725.39

The following table shows the results of the experiment conducted on the 15th of June 1954. The data was collected from the field observations and laboratory tests. The results are presented in the following table:

Time (min)	Temperature (°C)	Humidity (%)	Wind Speed (m/s)	Pressure (hPa)
0	22.5	65	1.2	1013.2
5	23.0	68	1.5	1013.0
10	23.5	70	1.8	1012.8
15	24.0	72	2.0	1012.5
20	24.5	75	2.2	1012.2
25	25.0	78	2.5	1012.0
30	25.5	80	2.8	1011.8
35	26.0	82	3.0	1011.5
40	26.5	85	3.2	1011.2
45	27.0	88	3.5	1011.0
50	27.5	90	3.8	1010.8
55	28.0	92	4.0	1010.5
60	28.5	95	4.2	1010.2
65	29.0	98	4.5	1010.0
70	29.5	100	4.8	1009.8
75	30.0	100	5.0	1009.5
80	30.5	100	5.2	1009.2
85	31.0	100	5.5	1009.0
90	31.5	100	5.8	1008.8
95	32.0	100	6.0	1008.5
100	32.5	100	6.2	1008.2

The data indicates a steady increase in temperature and humidity over time, with a corresponding increase in wind speed and a decrease in pressure. The temperature reached a maximum of 32.5°C at the 100-minute mark, while the humidity reached 100% at the same time. The wind speed increased from 1.2 m/s at the start to 6.2 m/s at the end of the experiment. The pressure decreased from 1013.2 hPa at the start to 1008.2 hPa at the end.

LOCALLY GOVERNED DISTRICT  
CLAIMS TRANSMITTED FOR PAYMENT

DATE 06/16/99  
REPORT NO 3760

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

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
N09163A Manwill Plumbing Co PO Box 1597 Brea, CA 92822-1597	5/28/99 27113		1400	00		164.60		
N03660A Elizabeth Minter 411 E. Chapman Ave. Placentia, CA 92870	May-Jun 99 Petty Cash Checks Issues		1600	00		30.00		
			1800	00		68.57		
			2700	00		25.00		
			2700	02		10.00		
			2700	08		75.00		
			7670	01		33.50		
							TTL	242.07
Feb - Jun 99 Petty Cash Bag Reimb			1800	00		22.40		
			1803	00		40.10		
					TTL	62.50		
<b>TOTAL</b>						<b>304.57</b>		
N03650B Kinko's PO Box 672085 Dallas, TX 75267-2085	6/7/99 030200088822		1800	00		2.13		
N03654 The Library Store PO Box 964 Tremont IL 61568	5/21/99 177654		1800	00		129.20		
N03648A Special T Water Systems 11934 Washington Blvd Whittier CA 90606 PLEASE NOTE NAME CHANGE	6/1/99 22325		1800	00		25.00		
N06686D Office Depot Dept 56-6183976509 PO Box 30292 Salt Lake City UT 84130-0292	6/1/99 6011 5661 8397 6509		1800	00		90.76		

The claims listed above (totaling \$716.26) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

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

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

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

Page Total

716.26

LOCALLY GOVERNED DISTRICT  
CLAIMS TRANSMITTED FOR PAYMENT

DATE 06/16/99  
REPORT NO 3761

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

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Obj/ Rev/ BS Acct	Sub Obj/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
N10223 Watson Label Products 3684 Forest Park Blvd St Louis MO 63108	6/2/99 99-44591		1800	00		493.37		
N03738 CMRS-PB PO Box 504766 The Lakes NV 88905-4766	June 99 32021628		1803	00		310.00		
N19776 Donna Bass 2207 Mont Blanc Cir Placentia, CA 92870	May 99 Weds & Thurs		1900	00		360.00		02
	May 99 Thurs (AM)		1900	00		120.00		02
TOTAL						480.00		
N19647 Unique Management Services 515 Michigan Ave Jeffersonville, IN 47130	6/1/99 3142		1900	00		110.30		
N15072 Estella Wnek 411 E. Chapman Ave Placentia, CA 92870	May 99 Mileage Reimb		2700	01		14.26		
N03660A Elizabeth D. Minter 411 E. Chapman Ave Placentia, CA 92870	May 1999 Travel Reimb.		2700	01		36.41		
N20858 Wendy Goodson 411 E. Chapman Ave Placentia, CA 92870	Jun 99 Mileage Reimb		2700	01		26.66		
N00230B Frys Electronics. 600 E. Brokaw San Jose, CA 95112	5/20/99 3194644		4000	07		538.74		
	5/20/99 3194595					2,261.55		

The claims listed above (totaling \$4,271.29) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

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

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

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

Page Total

4,271.29



LOCALLY GOVERNED DISTRICT  
CLAIMS TRANSMITTED FOR PAYMENT

DATE 06/16/99  
REPORT NO 3762

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

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
N04974 Information Access Co A Thomson Corp Co PO Box 95126 Chicago, IL 60694-5126	3/9/99		2400	04		12,000.00		
	1225417							
	3/9/99		2400	04		500.00		
	1225416		TOTAL			\$12,500.00		
PLEASE DO NOT PAY UNTIL JULY 1, 1999 FOR FY 1999 - 2000 Thank you very much.								
			TOTAL			12,500.00		

The claims listed above (totaling \$12,500.00) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

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

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

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

Page Total

12,500.00

LOCALLY GOVERNED DISTRICT  
CLAIMS TRANSMITTED FOR PAYMENT

DATE 06/16/99  
REPORT NO 3763

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

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
N14997 Bernan 4611-F Assembly Drive Lanham MD 20706-4391	4/26/99 9256874		2400	01		259.70		
	5/6/99 9256874		2400	01		200.33		
	TOTAL							
Brigham Young University Kennedy Center Publications PO Box 24538 Provo UT 84602-4538	5/12/99 208765		2400	01		80.00		
BenchMark Publishing CO 110 West Ocean Blvd. Suite 800 Long Beach, CA 90802	5/13/99 1000		2400	01		69.65		
N09178A Grolier Books PO Box 1744 Danbury CT 06816-1744			2400	01		104.40		
N03658 Grolier Publishing Co PO Box 71049 Chicago IL 60694-1049	5/20/99 10287032		2400	01		143.55		
N03842A Ingram PO Box 502779 St Louis MO 63150-2779	5/27/99 20655563		2400	01		122.04		
N03845A Marshall Cavendish PO Box 2001 Tarrytown, NY 10591-9001	4/28/99 R463848		2400	01		4,367.40		
	TOTAL					5,347.07		

The claims listed above (totaling \$5,347.07) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

Page Total

5,347.07

LOCALLY GOVERNED DISTRICT  
CLAIMS TRANSMITTED FOR PAYMENT

DATE 06/16/99 Page 5 of 15  
REPORT NO 3762

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

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
N04974 Information Access Co A Thomson Corp Co PO Box 95126 Chicago, IL 60694-5126	3/9/99 1225417 3/9/99 1225416		2400	04		12,000.00		
			2400	04		500.00		
	TOTAL					\$12,500.00		
N00692A SDRMA 1481 River Park Dr. Suite 110 Sacramento, CA 95815-4501	6/3/99 1999-00 Renewal Contribution		1100	00		6,820.51		
PLEASE DO NOT PAY UNTIL JULY 1, 1999 FOR FY 1999 - 2000 Thank you very much.								
<b>FY 1999-2000 BUDGET</b>								
	TOTAL					19,320.51		

The claims listed above (totaling \$19,320.51) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

PROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

Page Total

19,320.51

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LOCALLY GOVERNED DISTRICT  
CLAIMS TRANSMITTED FOR PAYMENT

DATE 06/16/99  
REPORT NO 3764

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

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only		
							Doc Number	SC	
N03833C Brodart Inc. 500 Arch St. Williamsport PA 17705	4/28/99 U692353		2400	01		12.64			
	4/28/99 U692356		2400	01		24.23			
	4/28/99 U692357		2400	01		34.33			
	4/28/99 U692358		2400	01		184.19			
	4/28/99 U692359		2400	01		116.01			
	4/28/99 U692360		2400	01		85.10			
	4/28/99 U692361		2400	01		98.47			
	4/28/99 U692362		2400	01		124.14			
	4/28/99 U692364		2400	01		29.45			
	4/28/99 U692365		2400	01		87.01			
	4/30/99 U697812		2400	01		35.26			
	4/30/99 U697813		2400	01		16.18			
	4/30/99 U697814		2400	01		38.16			
	4/30/99 U697815		2400	01		11.37			
	4/28/99 U692363		2400	01		204.84			
	5/3/99 U700156		2400	01		625.90			
	5/3/99 U700155		2400	01		820.56			
	5/3/99 U700154		2400	01		279.55			
	5/3/99 U700153		2400	01		685.87			
		<b>TOTAL</b>					<b>3,513.26</b>		

The claims listed above (totaling \$3,513.26) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

Page Total

3,513.26

LOCALLY GOVERNED DISTRICT  
CLAIMS TRANSMITTED FOR PAYMENT

DATE 06/16/99  
REPORT NO 3765

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

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only		
							Doc Number	SC	
N03833C Brodart Inc. 500 Arch St. Williamsport PA 17705	5/27/99 U748779		2400	01		19.96			
	5/27/99 U748777		2400	01		19.99			
	5/27/99 U748776		2400	01		19.10			
	5/27/99 U748775		2400	01		19.58			
	5/28/99 U751056		2400	01		11.99			
	5/28/99 U751057		2400	01		27.81			
	5/27/99 U748772		2400	01		251.54			
	5/27/99 U748773		2400	01		17.73			
	5/27/99 U748774		2400	01		12.02			
	5/13/99 U723399		2400	01		1,614.76			
	<b>TOTAL</b>						<b>2,014.48</b>		

The claims listed above (totaling \$2,014.48) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

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

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

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

Page Total

2,014.48

LOCALLY GOVERNED DISTRICT  
CLAIMS TRANSMITTED FOR PAYMENT

DATE 06/16/99  
REPORT NO 3766

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

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only		
							Doc Number	SC	
N03833C Brodart Inc. 500 Arch St. Williamsport PA 17705	5/19/99 U735087		2400	01		13.27			
	5/19/99 U735086		2400	01		13.95			
	5/18/99 U732470		2400	01		353.54			
	5/17/99 U729038		2400	01		32.65			
	5/17/99 U729037		2400	01		80.87			
	5/6/99 U709627		2400	01		95.41			
	5/6/99 U709626		2400	01		60.51			
	5/26/99 U746677		2400	01		166.57			
	5/19/99 U735118		2400	01		10.34			
	5/19/99 U735117		2400	01		30.49			
	5/19/99 U735116		2400	01		90.72			
	5/19/99 U735115		2400	01		36.25			
	5/19/99 U735114		2400	01		25.16			
	5/13/99 U723408		2400	01		28.32			
	5/13/99 U723407		2400	01		27.81			
	5/13/99 U723406		2400	01		15.21			
	5/13/99 U723405		2400	01		22.95			
	5/13/99 U723404		2400	01		90.14			
	5/13/99 U723403		2400	01		21.99			
		<b>TOTAL</b>					<b>1,216.15</b>		

The claims listed above (totaling \$1,216.15) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

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

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

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

LOCALLY GOVERNED DISTRICT  
CLAIMS TRANSMITTED FOR PAYMENT

DATE 06/16/99  
REPORT NO 3767

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

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only		
							Doc Number	SC	
N03833C Brodart Inc. 500 Arch St. Williamsport PA 17705	5/11/99 U717752		2400	01		19.09			
	5/11/99 U717751		2400	01		50.98			
	5/4/99 U703649		2400	01		90.61			
	5/4/99 U703648		2400	01		18.11			
	5/4/99 U703647		2400	01		125.77			
	5/3/99 U700150		2400	01		343.58			
	5/3/99 U700152		2400	01		1,039.91			
	5/7/99 U712659		2400	01		113.60			
	5/11/9 U717758		2400	01		13.62			
	5/11/99 U717757		2400	01		115.17			
	5/11/99 U717756		2400	01		142.67			
	5/11/99 U717755		2400	01		18.11			
	5/7/99 U712661		2400	01		231.57			
	5/11/99 U717754		2400	01		14.02			
	5/11/9 U717753		2400	01		66.30			
	5/7/99 U712662		2400	01		97.97			
	5/7/99 U712663		2400	01		1,263.76			
	5/07/99 U712664		2400	01		1,244.17			
	5/7/99 U712665		2400	01		60.56			
		<b>TOTAL</b>					<b>5,069.57</b>		

The claims listed above (totaling \$5,069.57) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

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

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

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

Page Total

5,069.57



LOCALLY GOVERNED DISTRICT  
CLAIMS TRANSMITTED FOR PAYMENT

DATE 06/16/99  
REPORT NO 3768

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

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Obj/ Rev/ BS Acct	Sub Obj/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
N19337 Office Timesavers One Daniel Burnham Ct Suite 160C San Francisco, CA 94109	4/5/99 14436		2400	01		9.17		
N01917 Library Video Co PO Box 580 Dept A/R Wynnewood PA 19096-0580	3/31/99 M00239600002 3/31/99 M00239600003		2400	02		89.85		
			2400	02		89.85		
			TOTAL					
PBS Video 1320 Braddock PI Alexandria, VA 22314-1698	4/7/99 1342780		2400	02		190.99		
N21385 Teacher's Video Co PO Box 4455 Scottsdale, AZ 85261	5/29/99 T00281640002		2400	02		1,280.55		
WinStruct 236 Huntington Ste 208 Boston, MA 02115	5/7/99 5196		2400	02		79.90		
N09111A EBSCO PO Box 92901 Los Angeles, CA 90009-2901	5/13/9 S-81732		2400	04		13.03		
N16130 California Language Laboratories PO Box 176 Cupertino, CA 95014			2400	08		227.50		
Educators Publishing Service Inc 31 Smith Place Cambridge Ma 02138-1089	5/10/99 39506		2400	08		206.39		
			TOTAL				2,187.23	

The claims listed above (totaling \$2,187.23) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

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

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

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

Page Total

2,187.23

LOCALLY GOVERNED DISTRICT  
CLAIMS TRANSMITTED FOR PAYMENT

DATE 06/16/99  
REPORT NO 3769

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

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
N06902 New Readers Press PO Box 888 Syracuse, NY 13210-0888	5/11/99		2400	08		929.45		
	129643							
N01035 City of Placentia 401 E. Chapman Ave Placentia, CA 92870	6/10/99		1400	00		173.95		
	53053							
	6/10/99		1800	00		2,283.00		
	53052							
	6/10/99		1400	00		1,774.92		
	53051		2800	00		3,062.45		
			TOTAL			7,294.32		
			TOTAL			8,223.77		

The claims listed above (totaling \$8,223.77) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

APPROVED BY

COUNTERSIGNED BY

ATTESTED AND/OR COUNTERSIGNED BY

Page Total

8,223.77

LOCALLY GOVERNED DISTRICT  
CLAIMS TRANSMITTED FOR PAYMENT

DATE 06/16/99  
REPORT NO 3770

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

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
BANK OF AMERICA Placentia Branch 760 for the Placentia Library  Account # 07605-80156 Route #12100358	June 16, 1999 Pay period # 13 June 18, 1999 July 1, 1999		0100	00		19,861.00		
	FICA		0200	00		1,519.00		
PLEASE WIRE ON THURSDAY, JULY 1, 1999								
FY 1999-2000 BUDGET								

The claims listed above (totaling \$21,380.00) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

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

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

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

Page Total

21,380.00

LOCALLY GOVERNED DISTRICT  
CLAIMS TRANSMITTED FOR PAYMENT

DATE 06/16/99  
REPORT NO 3771

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

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
BANK OF AMERICA Placentia Branch 760 for the Placentia Library  Account # 07605-80156 Route #12100358	June 16, 1999 Pay period # 1 July 2, 1999 July 15, 1999		0100	00		19,861.00		
	FICA		0200	00		1,519.00		
PLEASE WIRE ON THURSDAY, JULY 15, 1999								

The claims listed above (totaling \$21,380.00) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

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

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

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

Page Total

21,380.00

LOCALLY GOVERNED DISTRICT  
CLAIMS TRANSMITTED FOR PAYMENT

DATE 06/16/99  
REPORT NO 3772

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

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

APPROVED CLAIMS

Payee Name and Address Social Security/Tax ID	Date/ Invoice#	Orgn	Objt/ Rev/ BS Acct	Sub Objt/ Rev	Rept Cat	AMOUNT	A C's Use Only	
							Doc Number	SC
BANK OF AMERICA Placentia Branch 760 for the Placentia Library  Account # 07605-80156 Route #12100358	June 16, 1999 Pay period # 2 July 16, 1999 July 29, 1999		0100	00		19,861.00		
	FICA		0200	00		1,519.00		
PLEASE WIRE ON THURSDAY, JULY 29, 1999								

The claims listed above (totaling \$21,380.00) are approved for payment pursuant to an order entered in the Minutes of the Board of Directors of this District and I certify that the payees named who are described in Government Code Section 3101 have taken oath or affirmation required by Government Code Section 3102.

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

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

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

Page Total

21,380.00



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**PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES**

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**TO:** Library Board of Trustees  
**FROM:** Elizabeth D. Minter, Library Director *EDM*  
**SUBJECT:** Cash Flow Analysis  
**DATE:** June 16, 1999

**BACKGROUND:**

General Fund

The Cash Flow Analysis is Attachment A.

The Tax Allocation Schedule for Fiscal Year 1998-99 is Attachment B.

It is recommended that no funds be transferred at this time.

**RECOMMENDATION:**

Receive & File Cash Flow Analysis of June 16, 1999

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Placentia Library District  
FY1998-1999 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
07/01/98		Beginning Balance			148,379.49
06/16/97	3622	General		4,996.38	143,383.11
06/16/97	3625	Payroll to wire 7/2/98		20,325.00	123,058.11
06/16/97	3626	Payroll to wire 7/16/98		20,325.00	102,733.11
07/06/98	3630	PPI by Library Director		1,549.33	101,183.78
07/21/98		Tector 2nd Current Delinquent	10,950.23	28.90	112,105.11
07/15/98		Secured Final FY97-98	8,714.72	21.79	120,798.04
07/27/98		Supplemental 1st	1.08		120,799.12
07/16/98		Supplemental Final FY97-98	778.40		121,577.52
07/22/98		Supplemental Secured FY97-98	780.95		122,358.47
07/22/98		Supplemental Prior Year Penalties	270.35		122,628.82
07/15/98		Reverse Interest for 5/98	(1,587.13)	(42.12)	121,083.81
07/17/98		Reverse Interest for 6/98	(1,132.86)	(29.69)	119,980.64
07/24/98		Library Revenue for July	1,033.96		121,014.60
07/16/98		Expired check	3.46		121,018.06
07/21/98	3631	General		3,644.43	117,373.63
07/21/98	3632	General		6,867.26	110,506.37
07/21/98	3633	General		1,847.90	108,658.47
07/21/98	3634	General		4,220.08	104,438.39
07/21/98	3635	Payroll to wire 7/30/98		20,325.00	84,113.39
07/21/98	3636	Payroll to wire 8/13/98		20,325.00	63,788.39
07/28/98	3637	PPI by Library Director		2,195.05	61,593.34
08/12/98		Interest for 5/98	1,587.13	42.12	63,138.35
08/18/98	3638	General - PPI		2,328.08	60,810.27
08/18/98	3639	General		8,861.76	51,948.51
08/18/98	3640	General		748.04	51,200.47
08/18/98	3641	Payroll to wire 8/27/98		23,325.00	27,875.47
08/18/98	3642	Payroll to wire 9/10/98		23,325.00	4,550.47
08/24/98		Transfer from Fund 702	35,000.00		39,550.47
08/25/98		Library Revenue for August	1,345.26		40,895.73
08/27/98	3643	General -- semi-annual bond payment		33,950.61	6,945.12
09/01/98	3644	PPI by Library Director		4,006.01	2,939.11
09/08/98		Interest for 6/98	1,132.86	29.69	4,042.28
09/15/98		Transfer from Fund 706	80,000.00		84,042.28
09/15/98	3645	General - PPI		2,388.20	81,654.08
09/15/98	3646	General - PPI		781.72	80,872.36
09/15/98	3647	General		3,146.59	77,725.77
09/15/98	3648	General		1,787.46	75,938.31
09/15/98	3649	General		1,873.93	74,064.38
09/15/98	3650	Payroll to wire 9/24/98		20,325.00	53,739.38
09/15/98	3651	Payroll to wire 10/8/98		20,325.00	33,414.38
09/15/98	3652	Payroll to wire 10/22/98		20,325.00	13,089.38
09/17/98		State Interlibrary Loan	1,860.65		14,950.03
09/17/98		Library Revenue for September	916.70		15,866.73
09/21/98		Supplemental 1st Actual	3,578.69		19,445.42
09/23/98		Unsecured 1st Actual	39,094.29	97.74	58,441.97
10/08/98	3653	General by Library Director		5,556.24	52,885.73
10/08/98	3654	General by Library Director		2,229.38	50,656.35
10/20/98	3655	General		4,447.07	46,209.28
10/20/98	3656	General		1,100.60	45,108.68
10/20/98	3657	General		5,430.61	39,678.07
10/20/98	3658	Payroll to wire 11/5/98		26,353.00	13,325.07
10/20/98	3659	Payroll to wire 11/19/98		18,316.00	(4,990.93)
10/09/98		Interest for 7/98	615.72	16.27	(4,391.48)

Placentia Library District  
FY1998-1999 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
10/20/98		Transfer from Fund 706	15,000.00		10,608.52
11/02/98		Library Revenue for October	1,550.41		12,158.93
11/02/98		State Interlibrary Loan & Direct Loan	819.21		12,978.14
11/04/98		Interest for 8/98	341.69	9.04	13,310.79
11/09/98	3660	PPI by Library Director		3,926.39	9,384.40
11/09/98	3661	PPI by Library Director		1,802.30	7,582.10
11/17/98	3662	General - PPI		2,981.05	4,601.05
11/17/98	3663	General to send to OCA 11/25/98		11,360.69	(6,759.64)
11/17/98	3664	General to send to OCA 11/25/98		6,611.82	(13,371.46)
11/17/98	3665	General to send to OCA 11/25/98		8,705.96	(22,077.42)
11/17/98	3666	Payroll to wire 12/3/98		18,316.00	(40,393.42)
11/17/98	3667	Payroll to wire 12/17/98		18,316.00	(58,709.42)
11/19/98		Supplemental 2nd Actual	163.54		(58,545.88)
11/19/98	3668	General by Library Director		4,588.63	(63,134.51)
11/19/98	3669	General by Library Director		519.53	(63,654.04)
11/24/98		Secured 1st Actual	89,155.61	222.89	25,278.68
11/30/98	3670	General by Library Director		1,691.93	23,586.75
12/04/98		Library Revenue, Nov	3,195.25		26,782.00
12/04/98	3671	General by Library Director		105.45	26,676.55
12/04/98	3672	General by Library Director		1,187.03	25,489.52
12/04/98	3673	General by Library Director		266.35	25,223.17
12/10/98		Secured 2nd Actual	98,191.49	245.48	123,169.18
12/10/98		Homeowners Subvention 1st	2,336.75		125,505.93
12/15/98	3674	General - PPI		6,954.97	118,550.96
12/15/98	3675	General		3,631.44	114,919.52
12/15/98	3676	General		11,359.49	103,560.03
12/15/98	3677	General		1,933.02	101,627.01
12/15/98	3678	Payroll to wire 12/30/98		20,325.00	81,302.01
12/15/98	3679	Payroll to wire 1/14/99		20,325.00	60,977.01
12/17/98		Secured 3rd Actual	185,803.37	464.51	246,315.87
12/17/98		State ILL	1,869.60		248,185.47
12/17/98		Library Revenue, Dec	1,308.50		249,493.97
12/17/98		State 321 Grant	1,241.00		250,734.97
12/17/98	3680	General by Library Director		791.57	249,943.40
12/21/98		Supplemental 3rd Actual	3,504.75		253,448.15
12/23/98	3681	General by Library Director		4,173.24	249,274.91
12/28/98		Interest for 9/98	222.05	5.82	249,491.14
12/30/98	3682	General by Library Director		795.79	248,695.35
01/07/99	3683	General by Library Director		1,291.73	247,403.62
01/20/99	3684	General		10,428.12	236,975.50
01/20/99	3685	General		1,603.42	235,372.08
01/20/99	3686	General		1,630.86	233,741.22
01/20/99	3687	General		3,797.69	229,943.53
01/20/99	3688	General		2,478.75	227,464.78
01/20/99	3689	Payroll to wire 1/28/99		20,325.00	207,139.78
01/20/99	3690	Payroll to wire 2/11/99		20,325.00	186,814.78
01/20/99	3691	Payroll to wire 2/25/99		20,325.00	166,489.78
01/12/99		Interest for 10/98	192.51	5.18	166,677.11
01/29/99		Interest for 11/98	294.94	8.09	166,963.96
01/14/99		Unsecured 2nd Actual	6,047.57	15.12	172,996.41
01/21/99		Secured 3rd Actual	65,358.40	163.40	238,191.41

Placentia Library District  
FY1998-1999 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
01/20/99		Supplemental 4th Actual	7,458.86		245,650.27
01/07/99		Homeowners Subvention 2nd	5,452.39		251,102.66
01/07/99		State Database	65.00		251,167.66
01/21/99		State ILL	342.95		251,510.61
01/07/99		State Literacy Grant	8,872.00		260,382.61
01/07/99		State 321 Grant	948.00		261,330.61
01/07/99		Library Revenue, Dec	881.95		262,212.56
01/22/99		Library Revenue, Jan	1,550.85		263,763.41
01/07/99		Library Passport Revenue, Dec	461.05		264,224.46
01/22/99		Library Passport Revenue, Jan	1,102.07		265,326.53
01/21/99		Canceled out of date checks	220.47		265,547.00
01/25/99	3692	General by Library Director		2,259.18	263,287.82
02/01/99	3693	General by Library Director		1,658.32	261,629.50
02/04/99		Public Utility Tax, #1	11,735.95	29.34	273,336.11
02/04/99		Library Passport Revenue, Jan	1,057.80		274,393.91
02/04/99		Library Revenue, Jan	800.78		275,194.69
02/10/99	3696	General by Library Director		1,736.98	273,457.71
02/10/99	3697	General by Library Director		1,048.81	272,408.90
02/17/99	3694	Payroll to wire 3/11/99		20,325.00	252,083.90
02/17/99	3695	Payroll to wire 3/25/99		20,325.00	231,758.90
02/17/99	3698	General - PPI		35,900.00	195,858.90
02/17/99	3699	General		16,774.77	179,084.13
02/17/99	3700	General		2,111.73	176,972.40
02/17/99	3701	General		409.53	176,562.87
02/17/99	3702	General		2,520.28	174,042.59
02/17/99	3703	General		5,846.67	168,195.92
02/17/99	3704	General		544.15	167,651.77
02/17/99	3705	General		994.58	166,657.19
02/17/99	3706	General		2,718.72	163,938.47
02/18/99		Supplemental 5th Actual	822.76		164,761.23
02/22/99		Library Passport Revenue, Feb	1,584.00		166,345.23
02/22/99		Library Revenue, Feb	1,169.93		167,515.16
02/25/99		SDATF Apportionment	4,431.24		171,946.40
02/26/99		Interest for 12/98	1,074.80	29.85	172,991.35
03/03/99	3707	General by Library Director		4,134.70	168,856.65
03/03/99	3708	General by Library Director		1,582.11	167,274.54
03/03/99	3709	General by Library Director		1,064.71	166,209.83
03/05/99		State Library Foundation Fund	59,146.00		225,355.83
03/05/99		Library Passport Revenue, Feb	1,625.25		226,981.08
03/05/99		State ILL	1,488.84		228,469.92
03/05/99		Library Revenue, Feb	1,277.32		229,747.24
03/11/99	3717	General by Library Director		1,750.28	227,996.96
03/11/99	3717	General by Library Director		1,750.28	226,246.68
03/11/99	3718	General by Library Director		532.50	225,714.18
03/11/99	3718	General by Library Director		532.50	225,181.68
03/17/99	3710	Payroll to wire 4/8/99		20,325.00	204,856.68
03/17/99	3711	Payroll to wire 4/22/99		20,325.00	184,531.68
03/17/99	3712	General		10,677.43	173,854.25
03/17/99	3713	General		7,059.39	166,794.86
03/17/99	3714	General		4,404.39	162,390.47
03/17/99	3715	General		612.68	161,777.79
03/17/99	3716	General		1,007.76	160,770.03

Placentia Library District  
 FY1998-1999 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
03/19/99		Library Passport Revenue, Mar	1,823.50		162,593.53
03/19/99		Library Revenue, Mar	1,209.34		163,802.87
03/25/99		Secured 5th Actual	47,624.21	119.06	211,308.02
03/25/99	3719	General by Library Director		1,284.00	210,024.02
03/25/99	3720	General by Library Director		4,293.85	205,730.17
03/25/99	3721	General by Library Director		912.28	204,817.89
03/30/99		Interest for 1/99	1,468.84	34.08	206,252.65
04/05/99		Library Passport Revenue, Mar	1,571.75		207,824.40
04/05/99		Library Revenue, Mar	1,545.47		209,369.87
04/05/99		321 Grant	947.00		210,316.87
04/08/99	3722	General by Library Director		1,879.86	208,437.01
04/08/99	3723	General by Library Director		1,131.14	207,305.87
04/15/99		Secured 6th Actual	202,975.93	525.35	409,756.45
04/20/99		Supplemental 6th Actual	2,693.29		412,449.74
04/21/99		Interest for 2/99	1,390.18	32.43	413,807.49
04/21/99	3724	Payroll to wire 5/6/99		20,325.00	393,482.49
04/21/99	3725	Payroll to wire 5/20/99		20,325.00	373,157.49
04/21/99	3726	General		5,564.13	367,593.36
04/21/99	3727	General		45,512.27	322,081.09
04/21/99	3728	General		3,001.85	319,079.24
04/21/99	3729	General		1,954.08	317,125.16
04/21/99	3730	General		5,001.12	312,124.04
04/21/99	3731	General		663.38	311,460.66
04/21/99	3732	General		1,047.34	310,413.32
04/21/99	3733	General		773.35	309,639.97
04/21/99	3734	General		1,769.19	307,870.78
04/21/99	3735	General		975.85	306,894.93
04/21/99	3736	General		1,354.42	305,540.51
04/27/99		Library Passport Revenue, Apr	3,338.50		308,879.01
04/27/99		Library Revenue, Apr	2,125.70		311,004.71
04/28/99	3737	General by Library Director		4,260.18	306,744.53
04/28/99	3738	General by Library Director		942.69	305,801.84
04/30/99		Interest Administrative Fee Rebate	37.79		305,839.63
04/30/99		97/98 Administrative Fee Rebate Interest	2.47		305,842.10
05/06/99	3739	General by Library Director		1,250.99	304,591.11
05/06/99	3740	General by Library Director		622.51	303,968.60
05/10/99		Homeowners Subvention 3rd	5,452.43		309,421.03
05/13/99		Secured 7th Actual	75,312.87	188.28	384,545.62
05/19/99	3741	Payroll to wire 6/3/99		25,125.00	359,420.62
05/19/99	3742	Payroll to wire 6/17/99		20,325.00	339,095.62
05/19/99	3743	General		2,057.84	337,037.78
05/19/99	3744	General		31,230.92	305,806.86
05/19/99	3745	General		7,494.45	298,312.41
05/19/99	3746	General		6,446.49	291,865.92
05/19/99	3747	General		2,031.49	289,834.43
05/19/99	3748	General		4,025.11	285,809.32
05/19/99	3749	General		648.26	285,161.06
05/19/99	3750	General		5,948.33	279,212.73
05/19/99	3751	General		4,631.07	274,581.66
05/19/99	3752	General		3,198.80	271,382.86
05/19/99	3753	General		139.75	271,243.11
05/19/99	3754	General		4,675.69	266,567.42
05/19/99	3755	General		1,247.14	265,320.28
05/19/99	3756	General		8,809.09	256,511.19
05/19/99		Transfer to Fund 702		35,000.00	221,511.19
05/19/99		Transfer to Fund 706		95,000.00	126,511.19
6/10/99	05/20/99	Public Utility Tax, #2	12,264.59	30.66	138,745.12

Placentia Library District  
 FY1998-1999 General Fund Cash Flow

DATE	CLAIM #	DESCRIPTION	CREDIT	DEBIT	BALANCE
05/20/99		Supplemental 7th Actual	5,406.15		144,151.27
05/24/99		Library Passport Revenue, May	3,497.30		147,648.57
05/24/99		Library Revenue, May	2,056.54		149,705.11
05/24/99		State Library Literacy Materials Grant	1,000.00		150,705.11
05/25/99		Interest for 3/99	1,252.31	30.96	151,926.46
05/27/99		S D A T F Apportionment	4,630.84		156,557.30
05/27/99		Delinquent Tax Sale Pre-Tecter	1.75		156,559.05
06/02/99	3757	General by Library Director		4,195.04	152,364.01
06/02/99	3758	General by Library Director		2,653.46	149,710.55
06/16/99	3759	General		10,545.90	139,164.65
06/16/99	3760	General		716.26	138,448.39
06/16/99	3761	General		4,271.29	134,177.10
06/16/99	3763	General		5,347.07	128,830.03
06/16/99	3764	General		3,513.26	125,316.77
06/16/99	3765	General		2,014.48	123,302.29
06/16/99	3766	General		1,216.15	122,086.14
06/16/99	3767	General		5,069.57	117,016.57
06/16/99	3768	General		2,187.23	114,829.34
06/16/99	3769	General		8,223.77	106,605.57

Placentia Library District  
 Property Tax Apportionments  
 Fiscal Year 1997-1998

6 9

Date	Category	Amount
7/22/97	Teeter Distribution, FY 97	2% - 4%
7/22/97	Delinquent Supplemental, FY97	
7/23/97	Prior Year Secured Taxes & Penalties, FY 97 #12	
8/14/97	Prior Year Secured Taxes & Penalties #1	
8/21/97	Supplemental #1	
9/11/97	Prior Year Secured Taxes & Penalties #2	
9/18/97	Supplemental #2	
9/23/97	Unsecured collections at 8/31/97, #1	80% - 85%
10/16/97	Prior Year Secured Taxes & Penalties #3	
10/16/97	Supplemental #3	
11/13/97	Prior Year Secured Taxes & Penalties #4	
11/18/97	Supplemental #4	
11/26/97	Current secured #1	6% - 9%
12/10/97	Homeowners Property Tax Relief	15%
12/11/97	Prior Year Secured Taxes & Penalties #5	
12/12/97	Current secured #2	16% - 19%
12/16/97	Supplemental #5	
12/18/97	Current secured #3	16% - 19%
1/9/98	Homeowners Property Tax Relief	35%
1/15/98	Prior Year Secured Taxes & Penalties #6	
1/16/98	Supplemental #6	
1/16/98	Unsecured collections at 12/31/97, #2	5% - 10%
1/22/98	Current secured #4	6% - 9%
2/5/98	State-Assessed Public Utility, #1	49% - 50%
2/12/98	Prior Year Secured Taxes & Penalties #7	
2/13/98	Supplemental #7	
3/12/98	Prior Year Secured Taxes & Penalties #8	
3/13/98	Supplemental #8	
3/26/98	Current secured #5	5% - 7%
4/15/98	Supplemental #9	
4/16/98	Prior Year Secured Taxes & Penalties #9	
4/17/98	Current secured #6	20% - 25%
5/8/98	Homeowners Property Tax Relief	35%
5/14/98	Prior Year Secured Taxes & Penalties #10	
5/15/98	Current secured #7	5% - 8%
5/15/98	Supplemental #10	
5/21/98	State-Assessed Public Utility, #2	49% - 50%
6/10/98	Homeowners Property Tax Relief	15%
6/11/98	Prior Year Secured Taxes & Penalties #11	
6/16/98	Supplemental #11	
6/18/98	Unsecured collections at 5/31/98, Final	4% - 6%
6/18/98	Prior Year Unsecured	
7/16/98	Current secured final for FY98	1% - 3%
7/17/98	Supplemental, FY98 #12	
7/18/98	Current secured final for FY97	1% - 3%
7/21/98	Prior Year Secured Taxes & Penalties, FY 98 #12	
7/22/98	Teeter Distribution, FY 98	2% - 4%
7/22/98	Delinquent Supplemental, FY98	

**Fund Balance Report**  
**Post-Petition Balances (R/S Account 8010 - Cash)**  
 June 16, 1999

	Fiscal Year 1998-1999						
	Fund 702	Fund 703	Fund 706	Fund 707	Fund 708	TOTAL	TOTAL
	Maj Equip/Struc	Auto Replac	Bond Redempt	General Fund	Sick Lv Payoff	ALL FUNDS	EXCL GEN FUND
30-Jun-98	80,922.00	3,000.25	113,501.01	148,379.49	7,208.63	353,011.38	204,631.89
31-Jul-98	80,922.00	3,000.25	113,501.01	85,097.19	7,208.63	289,729.08	204,631.89
31-Aug-98	81,298.47	3,014.21	113,559.16	47,662.34	7,242.17	252,776.35	205,114.01
30-Sep-98	46,669.15	3,027.95	113,940.28	31,823.69	7,275.19	202,736.26	170,912.57
31-Oct-98	47,048.97	3,042.03	19,473.02	69,815.14	7,309.02	146,688.18	76,873.04
30-Nov-98	47,429.54	3,056.14	20,005.39	105,523.50	7,342.92	183,357.49	77,833.99
31-Dec-98	47,680.58	3,070.01	20,527.00	288,559.41	7,376.22	367,213.22	78,653.81
31-Jan-99	48,104.49	3,097.37	21,025.34	329,877.61	7,441.97	409,546.78	79,669.17
28-Feb-99	48,317.16	3,111.06	21,116.89	240,267.04	7,474.87	320,287.02	80,019.98
31-Mar-99	48,532.03	3,124.89	21,210.67	276,464.48	7,508.11	356,840.18	80,375.70
30-Apr-99	48,741.56	3,138.03	21,304.73	381,943.00	7,539.69	462,667.01	80,724.01
31-May-99	83,944.83	3,151.12	116,393.57	232,977.87	7,571.13	444,038.52	211,060.65
30-Jun-99						0.00	0.00
Petty Cash	0.00	0.00	0.00	10,000.00	0.00	10,000.00	0.00
General Reserves	0.00	0.00	0.00	0.00	0.00	0.00	0.00

	Fiscal Year 1997-1998						
	Fund 702	Fund 703	Fund 706	Fund 707	Fund 708	TOTAL	TOTAL
	Maj Equip/Struc	Auto Replac	Bond Redempt	General Fund	Sick Lv Payoff	ALL FUNDS	EXCL GEN FUND
30-Jun-97	77,383.60	2,849.84	111,073.16	170,465.79	6,847.25	368,619.64	198,153.85
31-Jul-97	77,729.81	2,862.83	111,579.16	101,661.49	6,879.29	300,712.58	199,051.09
31-Aug-97	78,096.57	2,876.34	112,105.64	50,157.00	6,910.91	250,146.46	199,989.46
30-Sep-97	78,465.01	2,889.91	76,634.52	30,181.07	6,943.51	195,114.02	164,932.95
31-Oct-97	48,826.73	2,903.23	12,009.91	64,185.28	6,975.52	134,900.67	70,715.39
30-Nov-97	49,084.89	2,916.95	12,126.10	94,436.74	7,008.48	165,573.16	71,136.42
31-Dec-97	49,311.96	2,930.45	12,182.18	324,188.88	7,040.91	395,654.38	71,465.50
31-Jan-98	79,547.02	2,944.42	12,240.25	261,200.60	7,074.48	363,006.77	101,806.17
28-Feb-98	79,824.62	2,959.57	12,331.49	154,079.44	7,110.89	256,306.01	102,226.57
31-Mar-98	79,824.62	2,959.57	12,331.49	110,832.70	7,110.89	213,059.27	102,226.57
30-Apr-98	79,824.62	2,959.57	12,331.49	318,944.07	7,110.89	421,170.64	102,226.57
31-May-98	80,562.49	2,986.92	12,445.47	330,506.97	7,176.61	433,678.46	103,171.49
30-Jun-98	80,922.00	3,000.25	113,501.01	148,379.49	7,208.63	353,011.38	204,631.89
Petty Cash	0.00	0.00	0.00	10,000.00	0.00	10,000.00	0.00
General Reserves	0.00	0.00	0.00	0.00	0.00	0.00	0.00

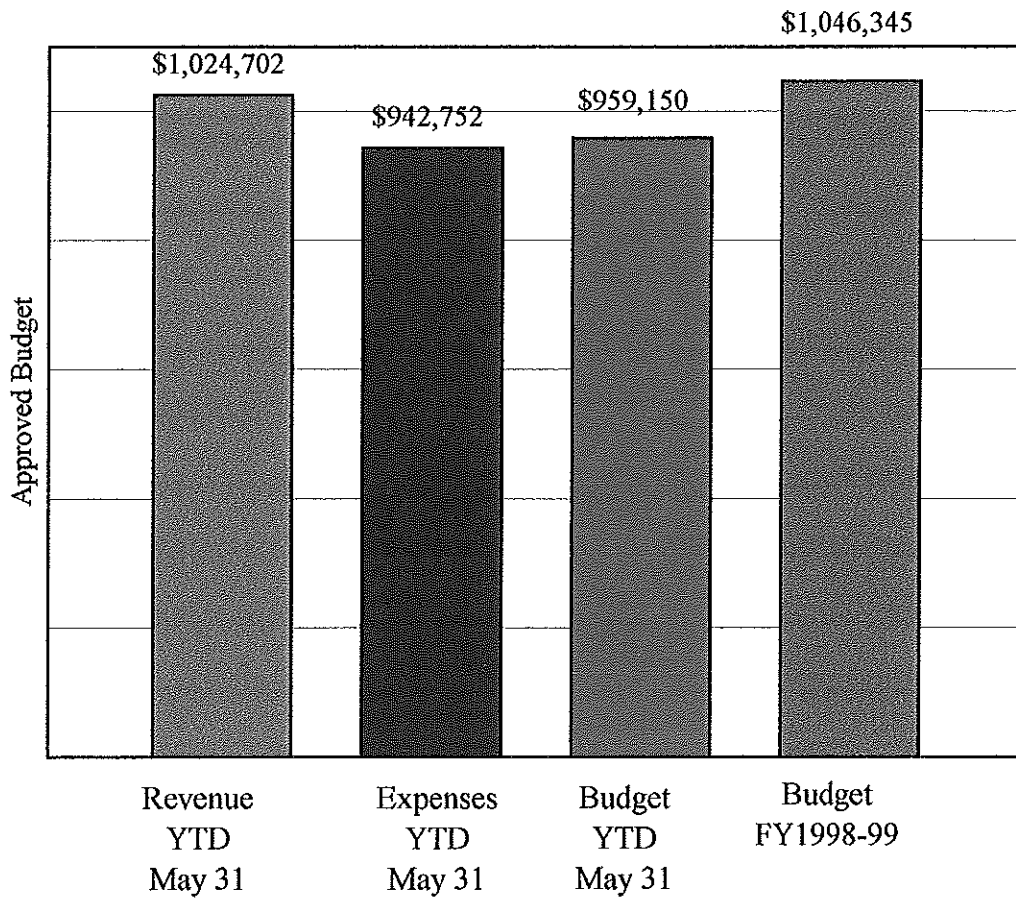




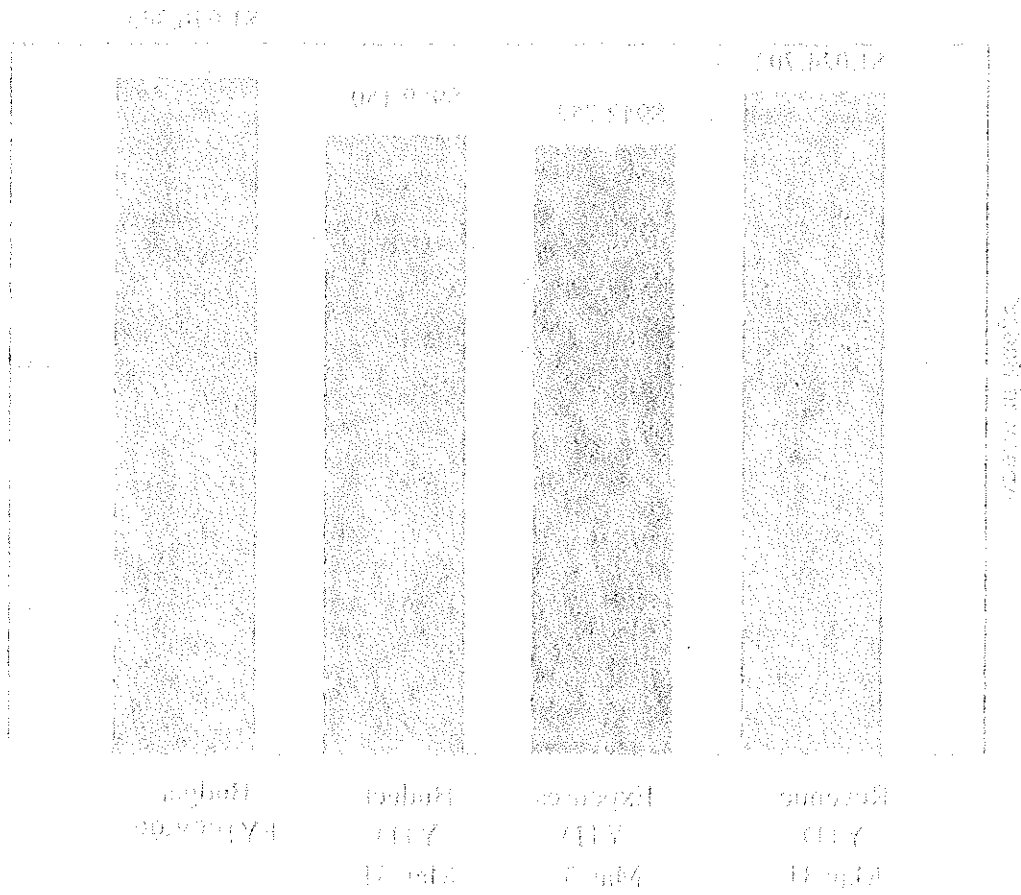
# PLACENTIA LIBRARY DISTRICT

## Fiscal Year 1998-99

### General Fund Cash Flow



PLANT LIBRARY  
1980-1981  
(Plant Library)



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PLACENTIA LIBRARY DISTRICT  
REVENUE REPORT FOR FUND 707

(Prepared from the Orange County Auditor's Report)  
June 16, 1999

OBJECT CODE	DESCRIPTION	FY1998-99 BUDGETED	FY1998-99 YTD	FY1997-98 YTD	FY1998-99 MAY 1999	FY1997-98 MAY 1998	FY1998-99 % REV BUD
6210-00	Prop. Taxes - current secured	761,261	764,421.88	710,412.61	75,312.87	33,250.16	100.42%
6210-01	Public Utility	33,000	24,000.54	24,908.25	12,264.59	12,336.46	72.73%
6210-04	Teeter Plan - current delinquent	0	0.00	0.00	0.00	0.00	
	<b>TOTAL PROP. TAXES - CURRENT SECURED</b>	<b>794,261</b>	<b>788,422.42</b>	<b>735,320.86</b>	<b>87,577.46</b>	<b>45,586.62</b>	<b>99.26%</b>
6220	<b>PROP. TAXES - CURRENT UNSECURED</b>	<b>47,000</b>	<b>45,141.86</b>	<b>40,966.34</b>	<b>0.00</b>	<b>0.00</b>	<b>96.05%</b>
6230-00	Prop. Taxes - Prior Secured	18,500	10,950.23	13,088.93	0.00	0.00	
6230-01	Prior year's secured final apportionment	0	8,714.72	5,201.12	0.00	0.00	
6230-02	Secured prior years	0	0.00	0.00	0.00	0.00	
6230-03	Tax deed land sales	0	1.75	0.00	1.75	0.00	
6230-04	Teeter Plan buyout - FY1993-1994 only	0	0.00	0.00	0.00	0.00	
6230-10	Release of impounds	0	0.00	0.00	0.00	0.00	
6230-11	(1994 ERAF Refund)	0	0.00	0.00	0.00	0.00	
	<b>TOTAL PROP. TAXES - PRIOR SECURED</b>	<b>18,500</b>	<b>19,666.70</b>	<b>18,290.05</b>	<b>1.75</b>	<b>0.00</b>	<b>106.31%</b>
6240	<b>TOTAL PROP. TAXES PRIOR UNSECURED</b>	<b>1,200</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
6250	<b>TAXES - SPECIAL DISTRICT AUGMENTATION</b>	<b>0</b>	<b>9,062.08</b>	<b>0.00</b>	<b>4,630.84</b>	<b>0.00</b>	
6260	<b>PENALTIES &amp; COSTS ON DELINQUENT TAXES</b>	<b>0</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
6280-00	Property taxes current supplemental	18,000	23,629.12	13,670.90	5,406.15	1,105.67	131.27%
6280-01	Final supplemental for prior years	0	778.40	370.60	0.00	0.00	
	<b>TOTAL PROP. TAXES SUPPLEMENTAL - CURRENT</b>	<b>18,000</b>	<b>24,407.52</b>	<b>14,041.50</b>	<b>5,406.15</b>	<b>1,105.67</b>	<b>135.60%</b>
6300	<b>PROP. TAXES SUPPLEMENTAL - PRIOR</b>	<b>1,500</b>	<b>780.95</b>	<b>951.78</b>	<b>0.00</b>	<b>0.00</b>	<b>52.06%</b>
6540	<b>PENALTIES &amp; COSTS ON DELINQUENT TAXES</b>	<b>2,000</b>	<b>270.35</b>	<b>3,447.27</b>	<b>0.00</b>	<b>0.00</b>	
	<b>TOTAL TAXES</b>	<b>882,461</b>	<b>887,751.88</b>	<b>813,017.80</b>	<b>97,616.20</b>	<b>46,692.29</b>	<b>100.60%</b>

REVENUE REPORT FOR FUND 707  
(Prepared from the Orange County Auditor's Report)  
June 16, 1999

OBJECT CODE	DESCRIPTION	FY1998-99 BUDGETED	FY1998-99 YTD	FY1997-98 YTD	FY1998-99 MAY 1999	FY1997-98 MAY 1998	FY1998-99 % REV BUD
6610-00	Interest	10,500	6,855.51	6,854.52	1,252.31	1,982.03	65.29%
6610-01	Interest - old bond fund	0	0.00	0.00	0.00	0.00	
6610-23	Interest on impounded taxes released	0	0.00	176.98	0.00	0.00	
	TOTAL INTEREST	10,500	6,855.51	7,031.50	1,252.31	1,982.03	65.29%
6690	STATE - HOMEOWNER PROP TAX RELIEF	15,484	13,241.57	12,903.36	5,452.43	5,313.16	85.52%
6970-00	State - ILL & Direct Loan Reimbursement	6,500	6,446.25	6,423.47	0.00	1,050.00	99.17%
6970-01	State - CA Foundation Funds	97,400	59,146.00	28,313.00	0.00	0.00	60.72%
6970-02	State - CA Literacy Campaign	7,000	8,872.00	4,211.00	0.00	0.00	126.74%
6970-03	State - Family Literacy	0	0.00	0.00	0.00	0.00	
6970-04	State - Dept of Education 321 Grant	3,500	3,136.00	4,948.00	0.00	0.00	89.60%
6970-05	State - Project Grants	0	1,000.00	9,361.00	1,000.00	0.00	
6970-07	State - Timber Yield Apport	0	0.00	0.00	0.00	0.00	
	TOTAL STATE - OTHER GOVERNMENTAL	114,400	78,600.25	53,256.47	1,000.00	1,050.00	68.71%
7130-00	BANKRUPTCY RECOVERY DISTRIBUTIONS	0	0.00	0.00	0.00	0.00	
7670-00	Local Revenue	23,500	21,144.01	19,055.92	2,056.54	4,559.65	89.97%
7670-01	Local Revenue -- Passport	0	16,885.17	0.00	3,497.30	0.00	
	TOTAL LOCAL REVENUE	23,500	38,029.18	19,055.92	5,553.84	4,559.65	0.90
7680	6-MONTH EXPIRED (OUTLAWED) CHECKS	0	223.93	231.20	0.00	0.00	
7810	TRANSFER FROM/TO OTHER LIBRARY FUNDS	0	0.00	0.00	0.00	0.00	
	FUND 707 TOTAL	1,046,345	1,024,702.32	905,496.25	110,874.78	59,597.13	4.10

PLACENTIA LIBRARY DISTRICT  
EXPENDITURE REPORT FOR FUND 5071  
(Prepared from the Orange County Auditor's Report)  
June 16, 1999

OBJECT CODE	DESCRIPTION	FY1998-99 BUDGETED	FY1998-99 YTD	FY1997-98 YTD	FY1998-99 MAY 1999	FY1997-98 MAY 1998	FY1998-99 % REV BUD
0100	Salaries & Wages	494,410	452,122.00	444,240.00	37,760.00	37,020.00	91.45%
0200	Retirement	70,123	65,909.92	63,978.34	34,120.92	2,832.00	93.99%
	Health Insurance/Blue Shield CA	28,585	18,109.10	17,475.88	2,175.09	2,354.79	63.35%
	Long Term Disability/CNA	2,862	1,733.90	1,883.75	0.00	171.25	60.58%
	Vision Service Plan/VSP	1,974	1,818.72	795.20	196.13	87.80	92.13%
	Dental/Americas	4,402	4,690.29	4,095.40	462.50	381.89	106.55%
0300	Total Employee Insurance	37,823	26,352.01	24,250.23	2,833.72	2,995.73	69.67%
0310	Unemployment Insurance	0	0.00	0.00	0.00	0.00	
0350	Workers Compensation - General	5,800	3,852.00	4,322.00	0.00	0.00	66.41%
	TOTAL SALARIES & EMPLOYEE BENEFITS	608,156	548,235.93	536,790.57	74,714.64	42,847.73	90.15%
0700-00	Communications - Telephone	2,600	2,032.96	2,425.67	321.04	409.91	78.19%
0700-01	Communications - Modem/Fax	2,384	1,937.71	2,440.47	54.37	20.91	81.28%
0700-02	Communications - Internet/Database	3,240	4,724.96	3,889.56	615.67	39.90	145.83%
0700-05	Communications - Cataloging & Acquisitions Vendor	5,160	4,510.71	4,258.15	0.00	847.64	87.42%
0700-07	Communications - 321 Grant	570	379.96	501.76	0.00	0.00	66.66%
0700-08	Communications - Adult Literacy	330	438.36	262.36	54.09	57.35	132.84%
	Total Communications	14,284	14,024.66	13,777.97	1,045.17	1,375.71	98.18%
0900-00	Food - General Fund	50	0.00	24.75	0.00	6.58	0.00%
0900-07	Food - 321 Grant	50	0.00	0.00	0.00	0.00	0.00%
0900-08	Food - Adult Literacy	50	0.00	0.00	0.00	0.00	0.00%
0900-09	Food - LSCA Grant	0	0.00	32.55	0.00	32.55	0.00%
	Total Food	150	0.00	57.30	0.00	39.13	0.00%
1000-00	Household Expense	3,500	3,467.79	4,370.02	0.00	0.00	99.08%
1100-00	Insurance	10,200	10,124.25	10,183.10	0.00	0.00	99.26%

PLACENTIA LIBRARY DISTRICT  
EXPENDITURE REPORT FOR FUND 5071  
(Prepared from the Orange County Auditor's Report)  
June 16, 1999

OBJECT CODE	DESCRIPTION	FY1998-99 BUDGETED	FY1998-99 YTD	FY1997-98 YTD	FY1998-99 MAY 1999	FY1997-98 MAY 1998	FY1998-99 % REV BUD
1300-00	Maintenance of Equipment - General Fund	20,000	9,627.21	17,431.56	975.68	1,238.11	48.14%
1300-07	Maintenance of Equipment - 321 Grant	0	0.00	0.00	0.00	0.00	
1300-08	Maintenance of Equipment - Adult Literacy	0	0.00	0.00	0.00	0.00	#DIV/0!
1300-09	Maintenance of Equipment - LSCA Grant	0	0.00	0.00	0.00	0.00	
	Total Maintenance of Equipment	20,000	9,627.21	17,431.56	975.68	1,238.11	48.14%
	HVAC	5,500	2,734.90	3,672.50	691.95	117.42	49.73%
	Carpet Cleaning	500	0.00	0.00	0.00	0.00	0.00%
	Groundskeeping, City of Placentia	25,000	26,703.79	21,399.90	1,720.84	3,644.34	106.82%
	Plumbing	1,200	590.79	1,609.68	0.00	583.52	49.23%
	Electrical	4,000	3,927.26	3,435.96	482.23	285.00	98.18%
	Cleaning Service	11,700	10,450.00	10,450.00	950.00	950.00	89.32%
	Locksmith	200	73.72	93.95	0.00	0.00	36.86%
	Other	2,000	1,390.69	2,023.20	0.00	120.00	69.53%
1400-00	Total Maintenance of Building & Grounds	50,100	45,871.15	42,685.19	3,845.02	5,700.28	91.56%
1600-00	Memberships - General Fund	2,900	2,550.00	2,884.00	175.00	0.00	87.93%
1600-07	Memberships - 321 Grant	200	225.00	75.00	0.00	0.00	
1600-08	Memberships - Adult Literacy	150	240.00	95.00	0.00	0.00	160.00%
1600-09	Memberships - LSCA Grant	0	0.00	0.00	0.00	0.00	
	Total Memberships	3,250	3,015.00	3,054.00	175.00	0.00	92.77%
1700-00	Miscellaneous Expense - General Fund	0	0.00	0.00	0.00	0.00	
1700-07	Miscellaneous Expense - 321 Grant	0	0.00	0.00	0.00	0.00	
1700-08	Miscellaneous Expense - Adult Literacy	0	0.00	0.00	0.00	0.00	
1700-09	Miscellaneous Expense - LSCA Grant	0	0.00	0.00	0.00	0.00	
	Total Miscellaneous Expense	0	0.00	0.00	0.00	0.00	

PLACENTIA LIBRARY DISTRICT  
EXPENDITURE REPORT FOR FUND 5071  
(Prepared from the Orange County Auditor's Report)  
June 16, 1999

OBJECT CODE	DESCRIPTION	FY1998-99 BUDGETED	FY1998-99 YTD	FY1997-98 YTD	FY1998-99 MAY 1999	FY1997-98 MAY 1998	FY1998-99 % REV BUD
	Library Supplies	4,500	6,170.25	5,096.28	1,006.87	421.15	137.12%
	Printing	9,000	6,849.76	7,025.91	291.35	49.43	76.11%
	EZ Copy - copy cards for sale to patrons	0	0.00	0.00	0.00	0.00	
	Publications	1,500	729.86	1,751.74	0.00	84.61	48.66%
	Paper	1,200	893.60	1,274.99	0.00	0.00	74.47%
	Drinking Water Service	300	274.45	249.50	24.95	49.90	91.48%
	Other Office Supplies	3,000	4,567.36	2,608.54	735.17	855.50	152.25%
1800-00	Total Office Supply Expense - General Fund	19,500	19,485.28	18,006.96	2,058.34	1,460.59	99.92%
1800-07	Literacy Dept Educ 321 Grant Supply Expense	1,150	1,889.91	1,141.00	0.00	0.00	
	Printing	1,475	1,615.51	903.04	0.00	0.00	109.53%
	Publications	2,375	0.00	1,157.01	0.00	0.00	0.00%
	Paper	50	0.00	0.00	0.00	0.00	0.00%
	Other Office Supplies	400	514.31	401.10	0.00	42.75	128.58%
1800-08	Total Adult Literacy Office Supply Expense	4,300	2,129.82	2,461.15	0.00	42.75	49.53%
1800-09	LSCA Grant Supply Expense	0	0.00	5,181.20	0.00	0.00	
	Total Office Expense	24,950	23,505.01	26,790.31	2,058.34	1,503.34	94.21%
1803-00	Postage Expense - General Fund	800	2,095.84	761.77	181.10	328.87	261.98%
1803-04	Postage Expense - LSCA II Grant	0	0.00	0.00	0.00	0.00	
1803-08	Postage Expense - Adult Literacy	200	64.00	75.50	0.00	43.50	32.00%
1803-09	Postage Expense - LSCA Grant	0	0.00	1,063.44	0.00	0.00	
	Total Postage Expense	1,000	2,159.84	1,900.71	181.10	372.37	215.98%

PLACENTIA LIBRARY DISTRICT  
EXPENDITURE REPORT FOR FUND 5071  
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June 16, 1999

OBJECT CODE	DESCRIPTION	FY1998-99 BUDGETED	FY1998-99 YTD	FY1997-98 YTD	FY1998-99 MAY 1999	FY1997-98 MAY 1998	FY1998-99 % REV BUD
	Care Resources (Employee Assistance)	420	350.00	315.00	35.00	35.00	83.33%
	Pension Contribution & Operating Expenses	6,000	6,863.46	5,808.68	1,333.99	1,214.83	114.39%
	Anaheim Library Automated System	40,000	39,294.50	39,207.00	0.00	0.00	98.24%
	Clipping Service	420	416.52	379.81	34.71	34.71	99.17%
	Interest Allocation & Tax Collection Charges	450	184.62	173.31	30.96	50.55	41.03%
	Advertising	0	733.74	0.00	0.00	0.00	
	Medical Exams	500	472.50	420.00	0.00	0.00	94.50%
	Collection Services - Accounts Receivable	3,000	523.12	1,113.27	169.20	0.00	17.44%
	Audit & Accounting Services	3,750	4,811.00	3,360.00	0.00	0.00	128.29%
	Payroll Preparation	2,500	2,132.66	2,183.75	168.45	263.70	85.31%
	Election Expenses	0	0.00	0.00	0.00	0.00	
	Staff Training in Library	0	0.00	0.00	0.00	0.00	
	Other (including OCIP Settlement Allocations)	1,000	3,031.16	3,800.03	510.00	0.00	
1900-00	Total Specialized Services - General Fund	58,040	58,813.28	56,760.85	2,282.31	1,598.79	101.33%
1900-01	Specialized Services - LSCA II Grant	0	0.00	0.00	0.00	0.00	
1900-07	Specialized Services - 321 Grant	2,350	0.00	571.00	0.00	0.00	
1900-08	Specialized Services - Adult Literacy	725	80.00	725.00	0.00	480.00	11.03%
1900-09	Specialized Services - LSCA Grant	0	0.00	4,003.99	0.00	400.00	
1900-18	Tax Collection Services & Fees by Orange County	2,100	2,101.83	1,961.87	218.94	113.97	100.09%
	Total Specialized Services	63,215	60,995.11	64,022.71	2,501.25	2,592.76	96.49%
2000-00	Legal Notices - General Fund	500	0.00	0.00	0.00	0.00	0.00%
2000-01	Legal Notices - LSCA II Grant	0	0.00	0.00	0.00	0.00	
	Total Legal Notices	500	0.00	0.00	0.00	0.00	0.00%
2100-00	Rents/Leases-Equipment	0	0.00	0.00	0.00	0.00	



PLACENTIA LIBRARY DISTRICT  
EXPENDITURE REPORT FOR FUND 5071  
(Prepared from the Orange County Auditor's Report)  
June 16, 1999

OBJECT CODE	DESCRIPTION	FY1998-99 BUDGETED	FY1998-99 YTD	FY1997-98 YTD	FY1998-99 MAY 1999	FY1997-98 MAY 1998	FY1998-99 % REV BUD
2200-00	Semi-Annual Bond Payment	66,090	72,214.71	66,259.01	0.00	0.00	109.27%
2300-00	Small Tools/Instruments	0	0.00	0.00	0.00	0.00	
2400-00	Special Department Expense - Miscellaneous	0	0.00	16.03	0.00	0.00	
2400-01	Special Department Expense - Books	63,000	65,491.00	5,142.63	28,012.61	0.00	103.95%
2400-02	Special Department Expense - Video	1,500	1,668.97	592.80	1,668.97	0.00	111.26%
2400-03	Special Department Expense - Electronic	14,358	5,230.00	12,714.23	0.00	0.00	36.43%
2400-04	Special Department Expense - Periodicals	16,642	4,214.74	4,039.57	50.22	0.00	25.33%
2400-05	Special Department Expense - Audio	2,500	346.98	197.46	59.18	0.00	13.88%
2400-07	Special Department Expense - 321 Grant	0	0.00	0.00	0.00	0.00	
2400-08	Special Department Expense - Adult Literacy	1,500	2,230.32	606.57	863.30	0.00	148.69%
2400-09	Special Department Expense - LSCA Grant	0	0.00	0.00	0.00	0.00	
	Total Special Department Expense	99,500	79,182.01	23,309.29	30,654.28	0.00	79.58%
2600-00	Transportation/Travel - General	0	0.00	0.00	0.00	0.00	
2700-00	Transportation/Travel - Meetings, Staff Out of Town	1,000	1,506.42	654.78	0.00	286.90	
2700-01	Transportation/Travel - Meetings, Staff Local	2,000	1,830.16	3,037.39	196.34	276.82	91.51%
2700-02	Transportation/Travel - Meetings, Board Out of Town	750	1,024.91	171.42	143.20	95.00	136.65%
2700-03	Transportation/Travel - Meetings, Board Local	500	534.00	287.60	12.00	0.00	106.80%
2700-04	Transportation/Travel - Meetings, LSCA II Grant	0	0.00	0.00	0.00	0.00	
2700-07	Transportation/Travel - Meetings, 321 Grant	1,400	914.79	1,045.40	0.00	329.00	65.34%
2700-08	Transportation/Travel - Meetings - Adult Literacy	500	137.16	0.00	18.91	0.00	27.43%
2700-09	Transportation/Travel - Meetings - LSCA Grant	0	0.00	0.00	0.00	0.00	
	Total Transportation/Travel - Meetings	6,150	5,947.44	5,196.59	370.45	987.72	96.71%

PLACENTIA LIBRARY DISTRICT  
EXPENDITURE REPORT FOR FUND 5071  
(Prepared from the Orange County Auditor's Report)  
June 16, 1999

OBJECT CODE	DESCRIPTION	FY1998-99 BUDGETED	FY1998-99 YTD	FY1997-98 YTD	FY1998-99 MAY 1999	FY1997-98 MAY 1998	FY1998-99 % REV BUD
2800-00	Electricity	45,000	37,456.44	40,284.17	3,009.57	5,743.58	83.24%
	Gas	5,500	5,352.91	4,630.87	622.51	794.57	97.33%
	Water	3,000	2,006.92	2,179.45	211.74	100.21	66.90%
	Total Utilities	53,500	44,816.27	47,094.49	3,843.82	6,638.36	83.77%
	<b>TOTAL SUPPLIES &amp; SERVICES</b>	<b>416,389</b>	<b>374,950.45</b>	<b>326,132.25</b>	<b>45,650.11</b>	<b>20,447.78</b>	<b>90.05%</b>
3700-00	Taxes, Assessments (Sales Tax)	800	1,001.00	0.00	0.00	0.00	125.13%
4000-00	Equipment - General Fund	20,000	18,444.79	0.00	9,475.16	0.00	92.22%
4000-07	Equipment - 321 Grant	0	0.00	0.00	0.00	0.00	
4000-08	Equipment - Adult Literacy	1,000	119.95	0.00	0.00	0.00	
4000-09	Equipment - LSCA Grant	0	0.00	0.00	0.00	0.00	
4000-11	Equipment - County Assigned Fund	0	0.00	0.00	0.00	0.00	
	Total Equipment	21,000	18,564.74	0.00	9,475.16	0.00	88.40%
4200-00	Structures/Improvements	0	0.00	0.00	0.00	0.00	
	<b>TOTAL EQUIPMENT EXPENSE</b>	<b>21,000</b>	<b>18,564.74</b>	<b>0.00</b>	<b>9,475.16</b>	<b>0.00</b>	<b>88.40%</b>
4807	OPERATING TRANSFER TO ANOTHER DISTRICT	0	0.00	0.00	0.00	0.00	
5600	INVESTMENT POOL LOSS	0	0.00	0.00	0.00	0.00	0.00
	<b>TOTAL EXPENSES</b>	<b>1,046,345</b>	<b>942,752.12</b>	<b>862,922.82</b>	<b>129,839.91</b>	<b>63,295.51</b>	<b>90.10%</b>

06/09/99

**Placentia Library District**  
**Balance Sheet**  
As of May 31, 1999

	<u>May 31, '99</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
County Exempt - Checking	3,136.68
County Exempt - Savings	4,780.13
General Fund - Checking	7,784.99
General Fund - Savings	6,222.13
Literacy Fund - Savings	7,017.55
Payroll Checking	6,105.71
<b>Payroll Checking (CDs)</b>	
174445017	5,000.00
174445018	5,000.00
174445019	5,000.00
174445020	5,000.00
174445021	2,500.00
174445022	2,500.00
174445055	2,500.00
<b>Total Payroll Checking (CDs)</b>	<u>27,500.00</u>
Payroll Savings (Fees)	2,320.04
Payroll Savings (Int CDs)	7,229.97
<b>Total Checking/Savings</b>	<u>72,097.20</u>
<b>Total Current Assets</b>	<u>72,097.20</u>
<b>TOTAL ASSETS</b>	<u><u>72,097.20</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Equity</b>	
Net Income	9,855.68
Total Capital	62,241.52
<b>Total Equity</b>	<u>72,097.20</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>72,097.20</u></u>

06/09/99

Placentia Library District  
Profit and Loss by Class  
January through May 1999

	County Exempt Fund	General Fund	Literacy Fund	Payroll Fund.	Unclassified	TOTAL
<b>Income</b>						
Cash Register - Copy Cards	3,357.33	0.00	0.00	0.00	0.00	3,357.33
Cash Register - Fines	0.00	10,895.89	0.00	0.00	0.00	10,895.89
Cash Register - Lost Items	0.00	1,011.92	0.00	0.00	0.00	1,011.92
Cash Register - Misc.	0.00	148.37	0.00	0.00	0.00	148.37
Cash Register - Reserves	0.00	448.95	0.00	0.00	0.00	448.95
Children's Dept Income	2,805.00	10.00	0.00	0.00	0.00	2,815.00
Community Grant Income	250.00	0.00	0.00	0.00	0.00	250.00
County Reimbursements	0.00	5,793.15	0.00	0.00	0.00	5,793.15
Debit Card Income	23.35	0.00	0.00	0.00	0.00	23.35
Donations to Literacy	0.00	1,000.00	1,000.00	0.00	0.00	2,000.00
Interest Inc - CD's	0.00	0.00	0.00	830.08	0.00	830.08
Interest Inc - Checking	0.00	8.24	0.00	0.00	0.00	8.24
Interest Inc - Savings	42.78	126.22	33.94	0.00	0.00	202.92
Meeting Room Income	1,080.40	0.00	0.00	0.00	0.00	1,080.40
Miscellaneous Income	18.00	2,431.30	0.00	0.00	0.00	2,449.30
Passport Revenue	0.00	17,626.97	0.00	0.00	0.00	17,626.97
State Library Grants	0.00	947.00	0.00	0.00	0.00	947.00
State Library Reimbursements	0.00	1,488.84	0.00	0.00	0.00	1,488.84
State of CA Foundation Funds	0.00	59,146.00	0.00	0.00	0.00	59,146.00
Telephone Income	0.00	69.22	0.00	0.00	0.00	69.22
Test Proctoring Income	60.00	0.00	0.00	0.00	0.00	60.00
Transfers from County	0.00	0.00	0.00	224,106.48	0.00	224,106.48
Tutor Training Income	60.00	8,872.00	90.75	0.00	0.00	9,022.75
Typewriter Income	0.00	5.85	0.00	0.00	0.00	5.85
<b>Total Income</b>	<b>7,696.84</b>	<b>110,025.92</b>	<b>1,124.69</b>	<b>224,936.58</b>	<b>0.00</b>	<b>343,784.01</b>
<b>Expense</b>						
Bank Fees	0.00	176.30	0.00	16.65	0.00	192.95
Children's Other	291.54	0.00	0.00	0.00	0.00	291.54
Children's Storytime (Friends)	90.00	0.00	0.00	0.00	0.00	90.00
Children's Summer Reading Prgm	263.17	0.00	0.00	0.00	0.00	263.17
Community Grant Expense	250.00	0.00	0.00	0.00	0.00	250.00
Copier Lease Payments	2,231.70	0.00	0.00	0.00	0.00	2,231.70
Copier Maintenance Contract	1,423.53	0.00	0.00	0.00	0.00	1,423.53
Debit Card - Repay Cap Equip	0.00	19.75	0.00	0.00	0.00	19.75
Debit Cards	0.00	15.00	0.00	0.00	0.00	15.00
Employee Benefits	0.00	0.00	0.00	12,864.50	0.00	12,864.50
Employee Insurance	0.00	0.00	0.00	3,094.44	0.00	3,094.44
Employer Payroll Taxes	0.00	0.00	0.00	22,853.50	0.00	22,853.50
Friend's Director's Fund	74.05	0.00	0.00	0.00	0.00	74.05
Household Expenses	63.91	151.05	0.00	0.00	0.00	214.96
Library Board Expenses	32.33	0.00	0.00	0.00	0.00	32.33
Lobbyist Expense	1,286.47	0.00	0.00	0.00	0.00	1,286.47
Maintenance - Bldg	0.00	80.00	0.00	0.00	0.00	80.00
Memberships	0.00	261.33	0.00	0.00	0.00	261.33
Miscellaneous	0.00	435.00	60.00	0.00	0.00	495.00
Office Expense	0.00	448.20	0.00	0.00	0.00	448.20
Passport Expenses	0.00	15.00	0.00	0.00	0.00	15.00
Payroll Processing Fees	0.00	0.00	0.00	40,715.62	0.00	40,715.62
Postage	0.00	1,111.68	0.00	0.00	0.00	1,111.68
Salaries	0.00	0.00	0.00	139,282.38	0.00	139,282.38
Special Dept Expense	500.00	0.00	0.00	0.00	0.00	500.00
Taxes & Fees (370)	0.00	1,001.00	0.00	0.00	0.00	1,001.00
Transfers to County	0.00	101,126.19	0.00	0.00	0.00	101,126.19
Transportation & Travel	0.00	2,944.48	0.00	0.00	0.00	2,944.48
Uncategorized Expenses	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Expense</b>	<b>6,506.70</b>	<b>107,784.98</b>	<b>60.00</b>	<b>218,827.09</b>	<b>0.00</b>	<b>333,178.77</b>
<b>Net Income</b>	<b>1,190.14</b>	<b>2,240.94</b>	<b>1,064.69</b>	<b>6,109.47</b>	<b>0.00</b>	<b>10,605.24</b>

Placentia Library District  
Profit and Loss by Class

06/09/99

May 1999

	County Exempt Fund	General Fund	Literacy Fund	Payroll Fund	TOTAL
<b>Income</b>					
Cash Register - Copy Cards	580.53	0.00	0.00	0.00	580.53
Cash Register - Fines	0.00	2,065.25	0.00	0.00	2,065.25
Cash Register - Lost Items	0.00	145.78	0.00	0.00	145.78
Cash Register - Misc.	0.00	19.15	0.00	0.00	19.15
Cash Register - Reserves	0.00	88.50	0.00	0.00	88.50
County Reimbursements	0.00	2,590.03	0.00	0.00	2,590.03
Donations to Literacy	0.00	1,000.00	1,000.00	0.00	2,000.00
Interest Inc - Savings	9.39	28.02	0.00	0.00	35.41
Meeting Room Income	210.00	0.00	0.00	0.00	210.00
Miscellaneous Income	0.00	2,325.00	0.00	0.00	2,325.00
Passport Revenue	0.00	4,294.30	0.00	0.00	4,294.30
Telephone Income	0.00	35.53	0.00	0.00	35.53
Transfers from County	0.00	0.00	0.00	40,650.00	40,650.00
<b>Total Income</b>	<b>779.92</b>	<b>12,589.58</b>	<b>1,000.00</b>	<b>40,650.00</b>	<b>55,019.48</b>
<b>Expense</b>					
Bank Fees	0.00	64.80	0.00	0.00	64.80
Children's Other	36.21	0.00	0.00	0.00	36.21
Children's Summer Reading Prgm	23.17	0.00	0.00	0.00	23.17
Copier Lease Payments	446.34	0.00	0.00	0.00	446.34
Copier Maintenance Contract	229.65	0.00	0.00	0.00	229.65
Employee Benefits	0.00	0.00	0.00	2,144.12	2,144.12
Employee Insurance	0.00	0.00	0.00	720.79	720.79
Memberships	0.00	32.33	0.00	0.00	32.33
Miscellaneous	0.00	0.00	60.00	0.00	60.00
Office Expense	0.00	122.01	0.00	0.00	122.01
Passport Expenses	0.00	15.00	0.00	0.00	15.00
Payroll Processing Fees	0.00	0.00	0.00	12,022.32	12,022.32
Salaries	0.00	0.00	0.00	26,685.37	26,685.37
Transfers to County	0.00	6,553.84	0.00	0.00	6,553.84
Transportation & Travel	0.00	110.00	0.00	0.00	110.00
<b>Total Expense</b>	<b>735.37</b>	<b>6,897.98</b>	<b>60.00</b>	<b>41,572.60</b>	<b>49,265.95</b>
<b>Net Income</b>	<b>44.55</b>	<b>5,691.58</b>	<b>940.00</b>	<b>-922.60</b>	<b>5,753.53</b>

# Reconciliation Report

General Fund - Checking account reconciled for the period ending 05/31/1999

## Cleared Transactions

Previous Balance		5,138.30
Cleared Checks and Payments	8 Items	-375.74
Cleared Deposits and Other Credits	3 Items	3,155.03
Cleared Balance		7,917.59

## Uncleared Transactions

Uncleared Checks and Payments	3 Items	-132.60
Uncleared Deposits and Other Credits	0 Items	0.00

## New Transactions

Account Balance as of 05/31/1999 (statement closing date)		7,784.99
New Checks and Payments	4 Items	-212.50
New Deposits and Other Credits	1 Items	615.32
Ending Account Balance		8,187.81

**Register**

General Fund - Checking Register through 05/31/1999:

<u>Date</u>	<u>No./Ref.</u>	<u>Name</u>	<u>Account</u>	<u>Memo</u>	<u>Amount</u>	<u>C</u>	<u>Balance</u>
05/03/1999			-split-	Deposit	325.00	X	5,234.30
05/03/1999	4040	Kelly Paper	Office Expense		-33.29	X	5,201.01
05/03/1999			County Reimbursements	Deposit	2,590.03	X	7,791.04
05/06/1999	4041	Sam's Club	Memberships		-32.33	X	7,758.71
05/06/1999	4042	Home Depot	Office Expense		-16.55	X	7,742.16
05/10/1999	4043	Nathaniel Jones	Office Expense	Reimbusem...	-3.60		7,738.56
05/13/1999	4045	CSDA	Transportation & Travel	Luncheon co...	-25.00	X	7,713.56
05/18/1999	4046	Home Base	Office Expense		-68.57	X	7,644.99
05/19/1999	4047	Elizabeth D Minter	Transportation & Travel	Reimbusem...	-10.00	X	7,634.99
05/19/1999	4049	Santa Fe Springs...	Transportation & Travel	2700-08 Lite...	-75.00		7,559.99
05/31/1999			Passport Revenue	Deposit	240.00	X	7,799.99
05/31/1999		Sanwa Bank	Passport Expenses	withdrawal f...	-15.00	X	7,784.99

# Reconciliation Report

General Fund - Savings account reconciled for the period ending 05/31/1999

## Cleared Transactions

Previous Balance		3,419.29
Cleared Checks and Payments	2 Items	-6,618.64
Cleared Deposits and Other Credits	26 Items	9,421.48
Cleared Balance		6,222.13

## Uncleared Transactions

Uncleared Checks and Payments	0 Items	0.00
Uncleared Deposits and Other Credits	0 Items	0.00

## New Transactions

Account Balance as of 05/31/1999 (statement closing date)		6,222.13
New Checks and Payments	1 Items	-5,591.58
New Deposits and Other Credits	8 Items	4,555.27
Ending Account Balance		5,185.82



## Reconciliation Report

County Exempt - Checking account reconciled for the period ending 05/31/1999

### Cleared Transactions

Previous Balance		3,933.16
Cleared Checks and Payments	6 Items	-796.48
Cleared Deposits and Other Credits	0 Items	0.00
 Cleared Balance		 3,136.68

### Uncleared Transactions

Uncleared Checks and Payments	0 Items	0.00
Uncleared Deposits and Other Credits	0 Items	0.00

### New Transactions

Account Balance as of 05/31/1999 (statement closing date)		3,136.68
New Checks and Payments	2 Items	-226.75
New Deposits and Other Credits	1 Items	152.50
 Ending Account Balance		 3,062.43

**Register**

County Exempt - Checking Register through 05/31/1999:

<u>Date</u>	<u>No./Ref.</u>	<u>Name</u>	<u>Account</u>	<u>Memo</u>	<u>Amount</u>	<u>C</u>	<u>Balance</u>
05/19/1999	2014	Tall Mouse Arts ...	Children's Other		-36.21	X	3,159.85
05/24/1999	2015	Gaeten Wood	Children's Summer Re...	Reimbursem...	-23.17	X	3,136.68

## Reconciliation Report

County Exempt - Savings account reconciled for the period ending 05/31/1999

### Cleared Transactions

Previous Balance		4,598.85
Cleared Checks and Payments	2 Items	-675.99
Cleared Deposits and Other Credits	23 Items	857.27
Cleared Balance		4,780.13

### Uncleared Transactions

Uncleared Checks and Payments	0 Items	0.00
Uncleared Deposits and Other Credits	0 Items	0.00

### New Transactions

Account Balance as of 05/31/1999 (statement closing date)		4,780.13
New Checks and Payments	1 Items	-70.00
New Deposits and Other Credits	7 Items	219.25
Ending Account Balance		4,929.38

## Reconciliation Report

Literacy Fund - Savings account reconciled for the period ending 05/31/1999

### Cleared Transactions

Previous Balance		6,064.50
Cleared Checks and Payments	1 Items	-60.00
Cleared Deposits and Other Credits	2 Items	1,013.05
Cleared Balance		7,017.55

### Uncleared Transactions

Uncleared Checks and Payments	0 Items	0.00
Uncleared Deposits and Other Credits	0 Items	0.00

### New Transactions

Account Balance as of 05/31/1999 (statement closing date)		7,017.55
New Checks and Payments	0 Items	0.00
New Deposits and Other Credits	0 Items	0.00
Ending Account Balance		7,017.55

## Reconciliation Report

Payroll Checking account reconciled for the period ending 05/31/1999

### Cleared Transactions

Previous Balance		14,226.66
Cleared Checks and Payments	39 Items	-47,514.30
Cleared Deposits and Other Credits	3 Items	40,865.97
 Cleared Balance		 7,578.33

### Uncleared Transactions

Uncleared Checks and Payments	9 Items	-1,472.62
Uncleared Deposits and Other Credits	0 Items	0.00

### New Transactions

Account Balance as of 05/31/1999 (statement closing date)		6,105.71
New Checks and Payments	0 Items	0.00
New Deposits and Other Credits	0 Items	0.00
 Ending Account Balance		 6,105.71



enda Item

ACQUISITIONS REPORT FOR THE MONTH OF MAY 1999  
Prepared by Julie Shook, Technical Services Librarian

	GENERAL FUND		ADOPT-A-BOOK		TOTAL PURCHASED		DONATED		TOTAL ITEMS	
	Amount	Volumes	Amount	Volumes	Amount	Volumes	Value	Volumes	Amount	Volumes
Adult Fiction	144.24	9	318.44	45	962.68	54	741.55	37	1,704.23	91
Adult Circulating Non-Fiction	19,717.93	706	0.00	0	19,717.93	706	1,735.12	88	21,453.05	794
Adult Reference	4,558.06	46	0.00	0	4,558.06	46	120.00	4	4,678.06	50
Adult Print Continuations	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Adult Electronic Continuations	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Total Adult Non-Fiction	24,275.99	752	0.00	0	24,275.99	752	1,855.12	92	26,131.11	844
TOTAL ADULT PRINT MATERIALS	24,420.23	761	24,420.23	45	25,238.67	806	2,596.67	129	27,835.34	935
Adult Audio/Music	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Adult Audio Books	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Total Adult Audio	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Adult Video Educational	270.89	8	0.00	0	270.89	8	265.00	18	535.89	26
Adult Video Entertainment	0.00	0	0.00	0	0.00	0	500.00	27	500.00	27
Total Adult Video	270.89	8	0.00	0	270.89	8	765.00	45	1,035.89	53
Adult Computer Software	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
TOTAL ADULT NON-PRINT MATERIALS	270.89	8	0.00	0	270.89	8	765.00	45	1,035.89	53
TOTAL ADULT MATERIALS	24,691.12	769	24,420.23	45	25,509.56	814	3,361.67	174	28,871.23	988
Juvenile Fiction	1,370.37	95	0.00	0	1,370.37	95	151.90	10	1,522.27	105
Juvenile Circulating Non-Fiction	0.00	0	103.68	3	103.68	3	0.00	0	103.68	3
Juvenile Reference	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Juvenile Print Continuations	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Juvenile Electronic Continuations	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Total Juvenile Non-Fiction	0.00	0	103.68	3	103.68	3	0.00	0	103.68	3
TOTAL JUVENILE PRINT MATERIALS	1,370.37	95	103.68	3	1,474.05	98	151.90	10	1,625.95	108
Juvenile Audio/Music	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Juvenile Audio Books	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Total Juvenile Audio	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Juvenile Video Educational	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Juvenile Video Entertainment	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Total Juvenile Video	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Juvenile Computer Software	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
TOTAL JUVENILE NON-PRINT MATERIALS	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
TOTAL JUVENILE MATERIALS	1,370.37	95	103.68	3	1,474.05	98	151.90	10	1,625.95	108
Total Fiction	1,514.61	104	818.44	45	2,333.05	149	893.45	47	3,226.50	196
Total Non-Fiction	24,275.99	752	103.68	3	24,379.67	755	1,855.12	92	26,234.79	847
Total Audio	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
Total Video	270.89	8	0.00	0	270.89	8	765.00	45	1,035.89	53
Total Computer Software	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0
TOTAL MATERIALS	26,061.49	864	922.12	48	26,983.61	912	3,513.57	184	30,497.18	1,020

OUTSTANDING ORDERS AS OF JUNE 8, 1999

General Fund Amount	Adopt-A-Book Amount	TOTAL Amount
\$16,554.68	\$2,282.93	\$18,837.61

ACQUISITIONS REPORT FOR FISCAL YEAR 1998-1999 THROUGH THE MONTH OF MAY 1999  
Prepared by Julie Shook, Technical Services Librarian

	GENERAL FUND			ADOPT-A-BOOK			TOTAL PURCHASED			DONATED			TOTAL ITEMS		
	Amount	Volumes	Titles	Amount	Volumes	Titles	Amount	Volumes	Titles	Value	Volumes	Titles	Amount	Volumes	Titles
Adult Fiction	1,488.29	82	79	4,963.10	270	263	6,451.39	352	342	5,882.50	282	281	12,333.89	634	623
Adult Circulating Non-Fiction	37,135.41	1,458	1,418	7,753.70	358	349	44,889.11	1,816	1,767	20,013.55	999	954	64,902.66	2,815	2,721
Adult Reference	13,819.24	209	191	33.78	1	1	13,853.02	210	192	686.83	34	24	14,539.87	244	216
Adult Print Continuations	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Adult Electronic Continuations	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Total Adult Non-Fiction	50,954.65	1,667	1,609	7,787.48	359	350	58,742.13	2,026	1,959	20,700.40	1,033	978	79,442.53	3,059	2,937
TOTAL ADULT PRINT MATERIALS	52,442.94	1,749	1,749	12,750.58	629	613	65,193.52	2,378	2,301	26,582.90	1,315	1,259	91,776.42	3,693	3,560
Adult Audio/Music	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Adult Audio Books	1,234.87	53	46	0.00	0	0	1,234.87	53	46	27.50	2	2	1,262.37	55	48
Total Adult Audio	1,234.87	53	46	0.00	0	0	1,234.87	53	46	27.50	2	2	1,262.37	55	48
Adult Video Educational	2,194.61	23	23	0.00	0	0	2,194.61	23	23	265.00	18	18	2,459.61	41	41
Adult Video Entertainment	0.00	0	0	0.00	0	0	0.00	0	0	500.00	27	27	500.00	27	27
Total Adult Video	2,194.61	23	23	0.00	0	0	2,194.61	23	23	765.00	45	45	2,959.61	68	68
Adult Computer Software	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
TOTAL ADULT NON-PRINT MATERIALS	3,429.48	76	69	0.00	0	0	3,429.48	76	69	792.50	47	47	4,221.98	123	116
TOTAL ADULT MATERIALS	55,872.42	1,825	1,818	12,750.58	629	613	68,623.00	2,454	2,370	27,375.40	1,362	1,306	95,998.40	3,816	3,676
Juvenile Fiction	1,645.51	119	73	648.98	43	42	2,294.49	162	115	291.85	29	21	2,586.34	191	136
Juvenile Circulating Non-Fiction	9,808.30	497	450	4,119.40	222	220	13,927.70	719	670	642.52	60	52	14,570.22	779	722
Juvenile Reference	1,038.58	34	14	290.38	19	19	1,328.96	53	33	50.00	1	1	1,378.96	54	34
Juvenile Print Continuations	93.10	3	1	0.00	0	0	93.10	3	1	0.00	0	0	93.10	3	1
Juvenile Electronic Continuations	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Total Juvenile Non-Fiction	10,939.98	534	465	4,409.78	241	239	15,349.76	775	704	692.52	61	53	16,042.28	836	757
TOTAL JUVENILE PRINT MATERIALS	12,585.49	653	538	5,058.76	284	281	17,644.25	937	819	984.37	90	74	18,628.62	1,027	893
Juvenile Audio/Music	0.00	0	0	244.49	23	23	244.49	23	23	0.00	0	0	244.49	23	23
Juvenile Audio Books	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Total Juvenile Audio	0.00	0	0	244.49	23	23	244.49	23	23	0.00	0	0	244.49	23	23
Juvenile Video Educational	252.00	8	8	0.00	0	0	252.00	8	8	0.00	0	0	252.00	8	8
Juvenile Video Entertainment	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
Total Juvenile Video	252.00	8	8	0.00	0	0	252.00	8	8	0.00	0	0	252.00	8	8
Juvenile Computer Software	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
TOTAL JUVENILE NON-PRINT MATERIALS	252.00	8	8	244.49	23	23	496.49	31	31	0.00	0	0	496.49	31	31
TOTAL JUVENILE MATERIALS	12,837.49	661	546	5,303.25	307	304	18,140.74	968	850	984.37	90	74	19,125.11	1,058	924
Total Fiction	3,133.80	201	152	5,612.08	313	305	8,745.88	514	457	6,174.35	311	302	14,920.23	825	759
Total Non-Fiction	61,894.63	2,201	2,074	12,197.26	600	589	74,091.89	2,801	2,663	21,992.92	1,094	1,031	95,484.81	3,895	3,694
Total Audio	1,234.87	53	46	244.49	23	23	1,479.36	76	69	27.50	2	2	1,506.86	78	71
Total Video	2,446.61	31	31	0.00	0	0	2,446.61	31	31	765.00	45	45	3,211.61	76	76
Total Computer Software	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0	0.00	0	0
TOTAL MATERIALS	68,709.91	2,486	2,303	18,053.83	936	917	86,765.74	3,422	3,220	28,359.77	1,452	1,380	115,123.51	4,874	4,600



TO: Elizabeth D. Minter, Library Director  
 FROM: Peggy Burkich, Circulation Supervisor *FB*  
 DATE: June 16, 1999  
 SUBJECT: Unique Management Services, Inc. Report for Month of May

The report was received from Unique Management on June 8, 1999.  
 Attachment A is enclosed.  
 A summary of the current status is as follows:

FY 1998-99	# New Accounts Submitted	Total # Active Accounts	# Paid In Full Curr. Month	Amount Received Curr. Month	# Written Off Suspended Curr. Month
July	1	7	1	135.85	0
August	0	2	2	224.69	0
September	0	0	0	0.00	0
October	0	0	0	0.00	0
November	9	0	0	0.00	0
December	6	15	2	114.80	0
January	12	24	3	193.00	0
February	12	26	7	364.00	0
March	15	47	5	418.70	7
April	15	56	4	378.75	7
May	15	44	3	188.50	16
June					
TOTAL YTD	85	221	27	2,018.29	30

Unique Management Services  
STATUS OF ACCOUNTS REPORT  
Accounts Listed Thru 05/30/99

Time Run: 09:11PM  
Date Run: MAY 30 1999

Attn: MS PEGGY BURKICH  
PLACENTIA LIBRARY DISTRICT  
411 EAST CHAPMAN AVENUE  
PLACENTIA, CA 92870

Client Number: 286

Client Name: PLACENTIA LIBRARY DISTRICT

Accounts Submitted	:	84	Dollars Submitted	:	7,992.14	Dollars Received	:	1,138.85
Bankruptcies	:	0	Dollars in Bankruptcy	:	.00	Material Returned	:	1,441.19
Incorrect Addresses	:	15	Dollars in Skips	:	1,261.30	Dollars Waived	:	477.44
Patron Disputes/Suspends	:	1	Dollars in Dispute	:	65.40	Total Activated	:	3,837.27
Accounts in Process	:	68	Dollars in Process	:	6,534.83	% of Dollars Activated	:	58.72%
# of Accounts Activated	:	33						
% of Accounts Activated	:	48.53%						

TO: Library Board of Trustees  
 FROM: Elizabeth D. Minter, Library Director *EM*  
 DATE: June 16, 1999  
 SUBJECT: DEBIT CARD SYSTEM REIMBURSEMENT MAY, 1999

SUMMARY OF PRINTER/COPIER ACCOUNTS MAY, 1999

Beginning Balance 4/30/99			(\$991.57)
	<u>Income</u>	<u>Expend.</u>	
Total Deposits in	560.53		
Total Loans from Literacy Fund	0.00		
Total Materials & Supplies		0.00	
Total Repairs		0.00	
Total Copier Paper Expense		0.00	
Total Copier Lease Payments in May		446.34	
Total Copier Maintenance Payment in May		229.65	
Debit Card System Loan Payback		0.00	
	560.53	675.99	
Ending Balance 5/31/99			<u>(\$1,107.03)</u>

May payment \$ 0.00

*No payments will be made until Apr 2001.*  
SUMMARY OF PRINTER/COPIER LOAN ACTIVITY

Loan Amount as of 10/3/96 (Fund 702)	16,559.50
Loan Repayment through 5/31/99	(8,565.48)
Loan Amount as of 5/31/99 (Literacy Fund)	7,700.00
May Payment (Fund 702)	0.00
May Payment (Literacy Fund)	0.00
Balance 5/31/99	<u>\$ 15,694.02</u>

Prepared by: Wendy Goodson

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TO: Placentia Library District Board of Trustees  
 FROM: Elizabeth D. Minter, Library Director *edm*  
 DATE: June 16, 1999  
**SUBJECT: GIFT REPORT**

The following gifts were received from May 1, 1999 through May 31, 1999

**IN-KIND DONATIONS**  
 Home Base

**TOTAL IN KIND DONATIONS                    \$35.00**

**ADOPT-A-BOOK DONATIONS**

Bruce & Laura Barrett  
 Jackie, Scott & Emily Bishop  
 David & Holly Cross  
 Karen Davidson  
 Charles & Lois Greeter  
 Susan Hillaman  
 Sue Hochman  
 Randolph A. Jones  
 Kaye E. Lennon  
 Linda Lukowski  
 W.A. & Doris McClary  
 Patrick & Sharon McDonald  
 John & Shirley Mignot

Joanne Miller  
 Kathleen Murphy  
 Jo Ann Nelson  
 Elizabeth Ann Phillips  
 Judy Robles  
 Michael & Ann O'Rourke  
 Jewel Scalia  
 Jose & Catalina de la Torre  
 Peggy Vincent  
 Victoria Allec Weselich  
 Fred & Sue West  
 William & Julie Whalen


**TOTAL AAB DONATIONS                    \$965.00**

**TOTAL ALL DONATIONS                    \$1,000.00**

Prepared by : Wendy Goodson



TO: Library Board of Trustees

FROM: Elizabeth D. Minter, Library Director 

DATE: June 16, 1999

**SUBJECT: BUILDING MAINTENANCE REPORT FOR MONTH MAY, 1999**

1. **Air Conditioning** – Regular maintenance of HVAC system.
2. **Lighting** – Regular maintenance of lighting.
3. **Plumbing** – Staff kitchen faucet and children's restrooms repaired by Manwill Plumbing Co.
4. **Drainage pipes** - Placed work order with the City to repair broken drainage pipe on the west side of Library. Work completed.

Prepared by: Wendy Goodson





TO: Library Board of Trustees

FROM: Elizabeth Minter, Library Director 

DATE: June 16, 1999

**SUBJECT: PERSONNEL REPORT FOR MAY, 1999**

RESIGNATIONS:

None

APPOINTMENTS:

None

OPEN POSITIONS:

None

Prepared by: Wendy Goodson

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Elizabeth Minter, Library Director

FROM:

Cheryl Willauer, Volunteer Coordinator

SUBJECT:

Volunteer Report for the Month of May 1999

## CUMULATIVE RECORD OF VOLUNTEER WORK HOURS

REGULAR	FY98/99 May	FY98/99 YTD	Starting	Cumulative
Andrade, Linda	4.00	90.00	9/95	349.75
Backes, Theresa	4.00	84.25	6/98	96.75
Boelman, Marge	0.00	6.00	1/98	17.25
Cicero, Linda Ann Lo	0.00	26.50	3/98	73.75
Cravotta, Leo	0.50	0.50	5/99	0.50
Dell, Lyla	21.75	227.25	8/98	227.25
Deputy, Paul	23.00	230.00	7/82	6,693.25
Farkas, Ted	1.50	19.00	10/98	19.00
Fioroni, Pete	6.00	54.00	3/97	139.75
Fioroni, Ruth	54.00	54.00	3/97	139.75
Fitzgerald, Joan	12.00	171.50	10/93	1,666.00
Foundation Telephone Committee	0.00	40.00	10/98	40.00
Godwin, Nita	6.00	15.00	2/96	147.25
Hemmerling, Barbara	14.00	37.50	10/95	280.75
Hochman, Sue	11.00	74.00	1/98	109.75
Horrocks, Marjorie	4.00	40.00	10/95	195.00
Hyams, Rose	9.00	212.00	7/98	202.00
Irot, Pat	32.00	270.75	2/96	1,013.25
Jertberg, Pat	9.00	117.00	4/98	125.50
Livezey, Jane	8.50	85.00	4/96	336.00
Mc, Audrey	0.00	53.00	10/97	193.50
Mc, Shamim	0.00	63.00	5/97	480.75
Matsuo, Roy	0.00	3.75	7/98	3.75
Mignot, John	4.00	29.50	6/98	33.50
Mignot, Shirley	8.00	84.00	9/95	326.75
Myers, Claire	13.00	160.00	10/95	646.00
Olson, Bob	4.00	40.75	9/95	238.25
Project Independence	64.75	64.75		64.75
Robb, Barbara	3.75	28.25	7/98	28.25
Schlichter, Allan	8.00	64.00	10/93	532.50
Schmidt, Marie	6.50	55.25	4/98	69.25
Shaw, Dixie	1.50	18.50	5/94	142.50
Stark, Allan	0.00	12.50	4/97	32.00
Stark, Sandra	5.50	82.25		170.25
Venegas, Julie	0.00	38.25	6/98	51.25
Walker, Virginia	0.00	107.00	3/99	107.00
Wymer, Betty	12.75	118.75	1/96	445.25
J.T.P.A. / Job Training Partnership Act	0.00	108.00		1,050.50
S.T.E.P. / Senior Training & Employment Program	80.00	1,240.00		5,553.75
<b>TOTAL</b>	<b>389.00</b>	<b>4,165.75</b>		<b>21,168.75</b>

TEMPORARAY VOLUNTEERS

	FY98/99			FY98/99	
	May	YTD		May	YTD
Ahmadi, Zohra	0.00	24.25	Lam, Thuan	0.00	26.50
Alloway, Joby	0.00	30.00	Lee, Hannah	0.00	15.00
Angolo, Nellida	0.00	2.00	Lee, Michael	0.00	24.75
Aroz, Erma	0.00	2.50	Lee, Pichie	0.00	60.00
Arreola, Daniel	0.00	43.00	Leon, Erma	0.00	2.00
Ataris, Andy	0.00	2.00	Mair, Justin	0.00	30.50
Bernard, Bors	0.00	12.00	Margary, Gale	0.00	2.00
Bernd, Jim	0.00	42.75	Martinez, Josh	9.00	11.50
Bone, Shawnda	0.00	14.50	McMillan, Caitlyn	0.00	15.00
Boula, Bobby	0.00	21.25	Molina, Enio	0.00	9.75
Bridenbaker, Mark	0.00	2.00	Morris, Crystal	0.00	7.00
Bui, Jennifer	0.00	5.50	Nguyen, Rosemary	9.00	9.00
Burke, Marsha	0.00	4.00	Oskins, Cindy	0.00	4.00
Burns, John	0.00	2.00	Parker, Jim	0.00	5.75
Byrne, Justin	0.00	20.00	Peck, Jean	0.00	2.00
Ceniceros, Anna	0.00	29.25	Perez, Lizette	0.00	16.50
Cerri, Patrick	0.00	35.00	Perez, Manuel	0.00	5.75
Charg, Edmund	0.00	38.00	Picha, Richard	0.00	2.00
Chavez, Alfredo	0.00	21.00	Pina, Jose Luis	0.00	1.00
Cheung, Eric	0.00	19.00	Pinter, Brian	0.00	22.75
Chih, Sheetal	0.00	8.00	Plinski, Sara	0.00	2.00
Chiong, Debbie	0.00	34.25	Ritter, David	0.00	1.00
Chiu, Jason	0.00	8.00	Rodriguez, David	0.00	29.75
Chiu, Josephine	0.00	68.00	Rerex, Jamie	0.00	12.00
Clugston, Patricia	4.25	46.50	Shaw, Patrick	0.00	20.50
Coursey, Jeff	0.00	18.00	Sim, Elisia	0.00	17.00
DeCarlo, Joey	0.00	5.00	Soto, David	0.00	31.00
De Los Santos, Sarah	0.00	20.00	St. Aubin, Lucy	0.00	10.50
Evangelishe, Michelle	12.00	12.00	Sung, Alice	0.00	9.00
Garner, Sarah	0.00	11.00	Thompson, Jena	0.00	4.50
Gerges, Magda	0.00	7.50	Topiu, Monique	0.00	2.25
Gonzalez, Lizeth	0.00	15.50	Tsutsumuda, Kathy	0.00	11.00
Gonzalez, Maria	0.00	24.25	Uh, Soo	0.00	7.75
Govea, Melissa	0.00	4.00	Vance, Brien	0.00	55.50
Guzzi, Rebecca	0.00	4.00	Varela, Javier "Junior"	0.00	43.00
Haffner, Kristy	0.00	0.50	Vasquez, Joel	0.00	8.00
Hannah, Bryan	0.00	34.00	Veitre, Matti	0.00	26.75
Harikumar, Seema	0.00	3.00	Verde, Val	0.00	6.25
Harnett, Tom	0.00	15.00	Vidhyarkorn, Tammy	9.00	96.00
Harrison, Matthew	0.00	29.00	Villanueva, Jorge	0.00	30.00
Hernandez, Ricardo	0.00	6.00	Wang, Grace	0.00	20.00
Higueros, Delmy	0.00	22.25	Wang, Shuan	0.00	40.00
Ho, Bao	0.00	30.00	Whalen, Mark	0.00	12.00
Ho, Jerry	0.00	40.00	Yada, Julie	0.00	10.50
Joslin, Linda	0.00	1.75	Yang, Kelly	0.00	23.00
Kansagara, Mena	0.00	17.50	Yee, Cindy	0.00	17.50
Khounani, Anthony	0.00	12.00			
Kim, Jessica	0.00	12.25			
Kumar, Smita	0.00	23.75			
<b>TOTAL</b>	<b>16.25</b>	<b>906.75</b>	<b>TOTAL</b>	<b>18.00</b>	<b>821.00</b>
<b>LVA VOLUNTEERS</b>					
Literacy Volunteer Hours		346.00			
<b>TOTAL VOLUNTEERS HOURS</b>		<b>769.25</b>			

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

	Regular/Temp. Volunteers			Literacy Volunteers		
	FY98/97	FY97/98	FY98/99	FY98/97	FY97/98	FY98/99
July	808.25	698.50	929.00	457.00	818.00	449.00
August	776.75	884.25	919.25	209.00	405.00	427.00
September	773.75	433.00	531.75	279.00	376.00	261.00
October	756.50	486.00	497.00	482.00	435.00	332.00
November	519.75	492.75	443.75	257.00	369.00	345.00
December	370.00	558.00	312.25	142.00	273.00	179.00
January	488.60	558.25	413.75	367.00	301.00	242.00
February	460.00	533.50	372.00	517.00	450.00	504.00
March	675.00	667.00	478.75	493.00	398.00	347.00
April	788.00	594.00	601.75	633.00	383.00	265.00
May	620.50	453.50	423.25	430.00	480.00	346.00
June	740.25	805.25		380.00	317.00	

RESOLUTION 99-1

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE  
PLACENTIA LIBRARY DISTRICT OF ORANGE COUNTY ESTABLISHING THE  
SALARIES FOR EMPLOYEES OF THE PLACENTIA LIBRARY DISTRICT OF ORANGE  
COUNTY

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

BE IT RESOLVED, that the Placentia Library District of Orange County Board of Trustees adopts the Placentia Library District Salary Scale for Employees for Fiscal Year 1999-2000 dated June 16, 1999, and implements such on July 1, 1999.

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

State of California )  
 )ss.  
County of Orange )

I, Robin J. Masters, Secretary of the Board of Trustees of the Placentia Library District of Orange County hereby certify that the above and foregoing Resolution was duly and regularly adopted by the Board of Trustees at a Regular Meeting hereof held on the sixteenth of June, 1999.

IN WITNESS THEREOF, I have hereunto set my hand and seal this sixteenth day of June, 1999.

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Robin J. Masters, Secretary  
Board of Trustees of the Placentia Library District  
Of Orange County

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Placentia Library District  
Circulation Report  
JUNE 16, 1999

	FY98-99 YTD	FY97-98 YTD	% CHANGE FY98 TO FY99	FY98-99 MAY 99	FY97-98 MAY 98
1st Time Checkouts	128,157	148,215	-13.53%	10,756	11,631
Phone Renewals	16,477	13,721	20.09%	1,787	1,403
In-Building Renewals	6,355	12,245	-48.10%	356	1,112
Total Renewals	22,832	25,968	-12.08%	2,143	2,515
TOTAL CHECKOUTS	150,989	174,181	-13.31%	12,899	14,146
On-Time Checkins	123,252	141,155	-12.68%	12,150	12,045
Late Checkins	25,575	29,342	-12.84%	2,404	3,096
TOTAL CHECKINS	148,827	170,497	-12.71%	14,554	15,141
Holdings Placed	3,051	3,572	-14.59%	273	376
Holdings Cancelled	659	763	-13.63%	68	93
Holdings Filled	2,911	3,134	-7.12%	263	312
Holdings Expired	20	31	-35.48%	0	2
Overdue Items	9,481	11,138	-14.88%	855	1,011
Overdue Notices	4,029	4,765	-15.45%	389	448
Billing Notices	4,815	5,574	-13.62%	474	524
Patrons Registered	2,828	3,135	-9.79%	211	198
Titles Added	9,559	6,199	54.20%	1,879	796
Volumes Added	11,993	10,508	14.13%	2,560	1,146
CIRCULATION BY TYPE OF MATERIAL					
Adult Print	68,164	69,594	-2.05%	6,173	6,584
Juvenile Print	72,043	78,388	-8.09%	5,809	6,459
Total Print	140,207	147,982	-5.25%	11,982	13,043
Audio Visual	4,787	5,553	-13.79%	397	503
Equipment	6,732	8,261	-18.51%	510	599
Total Audio Visual	11,519	13,814	-16.61%	907	1,102
TOTAL CIRCULATION	150,989	174,181	-13.31%	12,899	14,146
Placentia Circulation	92,821	112,294	-17.34%	7,695	8,587
% Placentia Circulation	61.18%	64.23%	-4.75%	59.70%	60.71%
Anaheim/Yorba Linda Circulation	29,800	31,679	-5.93%	2,834	2,924
% Anaheim/Yorba Linda Circulation	19.64%	18.12%	8.39%	21.99%	20.67%
TYPES OF ACTIVE BORROWERS					
Adult	100,759	111,805	-9.86%	8,887	9,501
Young Adult	4,191	4,242	-1.20%	397	531
Juvenile	37,120	47,138	-21.25%	2,961	3,432
New Borrower	9,663	11,625	-16.88%	850	677
Non Resident	0	0	0.00%	0	0
Other	0	0	0.00%	0	0
TOTAL ACTIVE BORROWERS	151,733	174,810	-13.20%	12,895	14,141
TOTAL REGISTERED BORROWERS	27,650	28,535	-3.10%	27,650	28,535
ATTENDANCE					
Adult Reference - In Building	11,868	12,902	-8.01%	1,013	1,075
Adult Reference - Telephone	2,720	2,780	-2.16%	223	226
Children's Reference - In Building	5,776	8,195	-29.52%	441	606
Children's Reference - Telephone	447	416	7.45%	28	37
Total Adult Reference	14,588	15,682	-6.98%	1,236	1,301
Total Children's Reference	6,223	8,611	-27.73%	469	643
Total In Building Reference	17,844	21,097	-16.37%	1,454	1,681
Total Telephone Reference	3,167	3,196	-0.91%	251	263
TOTAL REFERENCE	20,811	24,293	-14.33%	1,705	1,944





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

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**Meeting held at MWDOC  
10500 Ellis Ave., Fountain Valley  
7:30 a.m. - May 10, 1999**

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**ISDOC Executive Committee Members Present:**

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

Mary A. Matheis  
1st Vice President  
73 Nighthawk  
Irvine, Ca. 92714-3683  
TEL: (949) 476-4488  
FAX: (949) 476-2878  
Email: matheis1@aol.com

Teri Cable  
2nd Vice President  
1050 Wykoff Way  
Laguna Beach, Ca. 92651  
TEL: (714) 647-5658  
FAX: (714) 647-5622  
Email: tcable@ci.santa-ana.ca.us

Arlene Schafer  
3rd Vice President  
292 Bucknell  
Costa Mesa, Ca. 92626  
TEL: (714) 546-1429  
FAX: (714) 432-1436

Ron Kennedy (absent)  
Secretary  
24151 Adonis Street  
Mission Viejo, Ca. 92691  
TEL: (949) 837-7050  
FAX: (949) 837-7092

Joan Finnegan  
Treasurer  
258 Sherwood Street  
Costa Mesa, Ca. 92627  
TEL: (949) 548-3690  
FAX: (949) 646-1685

Robert Hanson  
Past President  
23301 Ridge Route Drive, #219  
Laguna Hills, Ca. 92653  
TEL: (949) 770-0736  
FAX: (949) 770-1720  
Email: bobh30@aol.com

cc: LAFCO Representatives  
John B. Withers Email: jwithers@psomas.com  
Russell Paris Email: rcparis6@gte.net  
Bill Goodwin Email: wgoodwin@psomas.com  
Trudy Ohlig Email: prues@earthnet  
Ed LaBahn Email: ealabahn@worldnet.att.net  
Ted Martin Email: tfmlee@msn.com  
Russ Behrens -McCormick, Kidman & Behrens  
Tom Blaylock Email: tblay@msn.com

Ken Petersen  
Phillip L. Anthony  
Jim Reed  
Ed Royce  
John Schatz  
Dana Smith -LAFCO

## Call to Order

### 1. Preliminaries

President Keith Coolidge called the meeting to order at 7:35 a.m.

### 2. Review Minutes of April 6, 1999 Executive Committee Meeting

Minutes approved as submitted

### 3. Financial Report

Treasurer Joan Finnegan reported a cash balance as of April 28, 1999 of \$4,156.17 and noted that the catering bill for the April 29 quarterly luncheon had not yet been received.

### 4. Critique of April 29, 1999 Quarterly Meeting

Members reported that the talk by former State Senator and County Supervisor Marian Bergeson had been well received. Mrs. Bergeson, who had been chair of the Local Government Committee while serving in the Senate, told luncheon attendees that special districts need to be flexible and willing to adapt to changes in the way they do business and receive funding from the state. Mrs. Bergeson now serves on the Commission on Local Governance for the 21<sup>st</sup> Century, and she noted that her fellow commission member John Schatz (SMWD) is doing an excellent job of advocating for the interests of special districts. She indicated the Commission members were aware that the best way to resolve issues is by doing so at a local level. She said they also were aware of the need to protect districts that rely on single sources of revenue, and that a single entity (i.e. city government) is not always best to determine the needs and resource allocations within a community.

### 5. LAFCO Matters

Arlene Schafer reported that the Commission had discussed the idea advanced by IDSOC of post-consolidation audits to determine how well consolidations are working and if the projected benefits had occurred. She indicated that an obstacle for the Commission was in funding these audits and that, if they were to occur, an additional fee might be levied through the original application process.

Arlene also reported that the LAFCO Legislative Committee had met with Senator Bill Morrow to discuss SB 1142. This bill requires cities and special districts to comply with Proposition 218 and its implementing statutes when local officials conduct proceedings for boundary changes that would impose or extend a new tax, assessment, or property-related fee to the affected territory. The Orange County LAFCO opposes this bill's provision that would apply the voter requirements of Proposition 218 to annexations of any size where an existing special tax or assessment is already effective in the annexing city. They state that, while seeking to

clarify the application of Proposition 218, this bill could substantially impact the efficient delivery of public services through impairment of annexations.

Arlene also noted that the Commission would hold a workshop on the proposed Santa Margarita incorporation at 7 p.m. Wednesday May 26 at St. John's Church in Rancho Santa Margarita.

**6. CSDA Report**

Russell Paris was not present to report.

**7. Legislation**

Keith Coolidge reviewed a list of 13 bills considered priority legislation that had been developed by ACWA [Attached]. He noted that CSDA had provided a lengthy list of the bills its was following and indicated he would work with CSDA's Sacramento advocate Ralph Heim to see if CSDA could provide a similar list of priority bills on which they wanted agencies to take positions.

The executive committee discussed five of the bills on ACWA's list that relate to special district administration, finance and contracting procedures and took the following positons:

AB 60 (Knox)	Overtime; Eight-hour workday	Oppose
AB 1195 (Longville)	Property tax shift	Support
AB 806 (Kelley)	Public contract retention proceeds	Oppose
AB 1504 (Margett)	Public contract termination	Oppose
SB 266 (Chesbro)	Public contract bidding practices	Oppose

**8. Other Coments/Concerns**

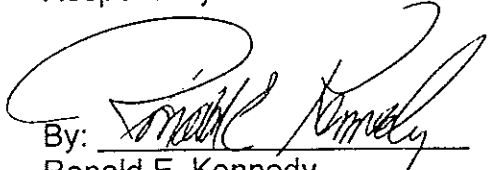
The committee discussed having special district members attend the monthly meeting of the Orange County Chapter of the League of California Cities. Keith Coolidge indicated he sometimes attends these meetings, which are on the second Thursday of the month. He indicated he would bring copies of the meeting notices to executive committee meetings.

**9. Adjourn**

The meeting was adjourned at 8:50 a.m.

Dated May 11, 1999

Respectfully submitted

By:   
Ronald E. Kennedy  
Secretary, Independent Special  
Districts of Orange County (ISDOC)

ISDOC  
INDEPENDENT SPECIAL DISTRICTS OF ORANGE COUNTY  
TREASURER'S REPORT

BALANCE ON HAND AS OF APRIL 28, 1999: \$ 3,730.17

RECEIPTS:

1998 ISDOC Luncheon Meeting.	\$ 30.00
4/29/99 ISDOC Luncheon Meeting	<u>396.00</u>

TOTAL RECEIPTS FOR PERIOD 4/29-5/9/99 426.00

EXPENSES:

NONE

BALANCE ON HAND AS OF MAY 9, 1999: \$ 4,156.17

Respectfully submitted,

*Joan C. Finnegan*  
Joan C. Finnegan  
ISDOC Treasurer

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**PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES**

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**TO:** Library Board of Trustees  
**FROM:** Elizabeth D. Minter, Library Director *EDM*  
**SUBJECT:** Status Report on Strategic Plan for Placentia Library District  
**DATE:** June 16, 1999

No activities on the Strategic Plan have taken place in this report period.