

MEETING NOTICE: There will be a Regular Meeting of the
Blanchard /Santa Paula Library District Board of Trustees
Tuesday, May 22, 2018, at 5:30 p.m.
Blanchard Community Library, Hardison Room
119 N. 8th St., Santa Paula, CA 93060.

AGENDA

- A. CALL TO ORDER
- B. APPROVAL OF THE ORDER OF THE AGENDA
- C. PUBLIC COMMENT

Public comments are welcomed and encouraged. The President of the Board will acknowledge visitors wishing to speak on a topic not on the regular Board agenda. The Board is prohibited from taking action on any item not part of the printed agenda. When addressing the Library Board, please stand to be recognized by the Board President, state your full name and address, and direct your comments to the entire Library Board.

For members in the audience wishing to speak on an Agenda item, the President will announce the item and request the staff or a Board member to give a brief summary. The Board will have an opportunity to ask questions, following which the President will ask whether anyone else wishes to comment. Then the Board will discuss the item and take the appropriate action.

The Library Board of Trustees requests that speakers conduct themselves with civility and keep in mind the rights and well being of all members of the Santa Paula community.

- D. CONSENT CALENDAR
 - a. Approval of Minutes:
 - i. Regular Meeting of April 24, 2018
- E. REPORTS
 - a. Financial Reports
 - b. Friends of the Library
- F. BOARD/ADMINISTRATION COMMENTS, CONCERNS, HANDOUT
- G. OLD BUSINESS
 - a. Staff In-Service (information, discussion, possible action)
 - b. Revised Draft 2018-19 Budget (information, discussion, possible action)

H. NEW BUSINESS

- a. Building Fund Campaign Logo (information, discussion, possible action)
- b. Election of Special Districts Representative to Redevelopment Oversight Board (information, discussion, possible action)

I. REPORTS (CONTINUED)

- a. Literacy Services
- b. Public Services
- c. Volunteer Coordinator's Report
- d. District Director's Report
- e. Board Committees
 - i. Finance
 - ii. Human Resources
 - iii. Strategic Plan Teams
 - 1. Visioning/Strategic Plan
 - 2. Fundraising/Grants
 - 3. Volunteerism
 - 4. Community Connections
 - 5. Publicity/Public Relations
 - 6. Adult Programs
 - 7. Facilities
 - 8. Technology

J. FUTURE AGENDA ITEMS

K. UPCOMING MEETING DATES

June 26, 2018

L. ADJOURNMENT

In compliance with the Ralph M. Brown Act and the Americans with Disabilities Act, if you need a disability-related modification, accommodation, or other special assistance to participate in this meeting, please contact Ned Branch, District Director of the Blanchard/Santa Paula Community Library, at 805-525-3615 x102. Notification 48 hours before the meeting will enable reasonable arrangements to be made.

REGULAR MEETING OF MAY 22, 2018
D. CONSENT CALENDAR

1. Approval of the Minutes of the Regular Meeting of April 24, 2018.

	MOVED	SECONDED	YES	NO	ABSTAIN	ABSENT
Coughlin						
Hicks						
Nasalroad						
Phillips						
Spink						

MINUTES of the Regular Meeting of the Blanchard/Santa Paula Library District Board of Trustees, Tuesday, April 24, 2018

CALL TO ORDER---The Meeting was called to order at 5:32 PM by Board President Maureen Coughlin. Trustees Laura Phillips, Tim Hicks, Linda Spink and Nancy Nasalroad were in attendance, a quorum established. District Director Ned Branch and Steve McFadden, CPA, were present.

APPROVAL OF THE ORDER OF AGENDA---The Order of the Agenda was unanimously approved (Hicks/Spink, 5-0).

PUBLIC COMMENT ON NON-AGENDA ITEMS--- None.

CONSENT CALENDAR---The Minutes of the Regular Meeting on March 27, 2018, were unanimously approved (Hicks/Nasalroad, 5-0).

REPORTS--- a. Steve McFadden presented the Financial Statements and Budget. The Financial statements were received and filed (Hicks/Nasalroad, 5-0). Mr. McFadden departed after the report.

b. Friends of the Library (FOL) - Director Branch: Dick Eastlake, President of the Friends, was currently working in Denver, CO. Trustee Phillips: a new President was potentially going to be appointed.

BOARD/ADMINISTRATION COMMENTS, CONCERNS, HANDOUTS--- a. Director Branch: certificates for completing the CSDA AB1234 Ethics webinar on 3/13/18 were obtained. b. Trustee Spink: Ilene Gavenman's 4/14/18 retirement event will be in SP Times 4/25/18. Trustee Phillips: Photo book to be prepared. Director Branch: Melgar photo completed for posting on wall with plaque. c. Trustee Spink: Preparing thank you letter to Audrey Vincent for 'Visions of Aztlan' documentary. d. Director Branch: the City of Santa Paula will be holding a senior event on July 11, 2018 and invited the Library to participate. Some Trustees expressed availability. e. Trustee Hicks: Optimist Club would like to plant succulents in the enclosed patio, discussed also planting in the inside planter. f. Trustees follow up regarding library's website calendar: currently good. g. Trustees Coughlin and Phillips did not man a booth at the City's 3/31/18 Easter Egg Hunt event.

MINUTES of the Regular Meeting of the Blanchard/Santa Paula Library District Board of Trustees, Tuesday, April 24, 2018

UNFINISHED BUSINESS--- a. Staff In-Service Director Branch: Attempts to contact County Behavioral Health for a speaker unsuccessful to date. Trustees Coughlin and Phillips agreed to potential dates (for inclusion of Strategic Plan staff update) of May 16, (23), or 30, 2018.

NEW BUSINESS--- a. Approve Credit Cards for Youth Services and Adult Services librarians – unanimously approved (Phillips/Hicks, 5-0.)

b. Draft 2018-19 Budget- Board discussion, minor amendments requested.

REPORTS CONT. --- The Board received and reviewed reports from Literacy Services and District Director. No reports from Public Services or Volunteer Coordinator.

Directors report Item 2: RFID tagging of adult books to be completed by week's end. Gates to be installed in May. Item 3: Pitch an Idea Grant- final due 5/11/18. Item 4: Exterior video cameras- requesting bids at this time. Item 5: Building permit for meeting room approved, currently seeking bids to do construction this summer. Additional items: Director Branch: Go Santa Paula requested library info. Antique doll theft: police haven't responded to report filed.

Board Committee Reports: Finance- Petty cash reconciliation turned over to Trustee Hicks. Human Resources- Future: interviewing new Volunteer Coordinator candidates.

Strategic Plan Team Reports: Visioning/Strategic Plan- President Coughlin and Trustee Phillips continue to plan Strategic Plan seminar for staff in May in conjunction with Staff-in-Service training. Trustee Phillips to submit 3-year progress article to Santa Paula Times.

Fundraising / Grants: Director Branch: Justin Formanek working on Imagine logo. Trustees Phillips and Nasalroad will meet to initiate building fundraising plan as soon as logo is final.

Volunteerism: Trustee Phillips distributed April/May sheets for tracking Board and Endowment Committee member's time.

Community Connections: no report.

Publicity/ Public Relations: no report.

Adult Programs: Trustees Phillips and Spink to meet with Justin Formanek on 5/3 at 1:30 PM.

Facilities: See Director's report.

Technology: no report.

MINUTES of the Regular Meeting of the Blanchard/Santa Paula Library District Board of Trustees, Tuesday, April 24, 2018

FUTURE AGENDA ITEMS---The Board agreed to include the following in future Agenda:
Second draft of 2018-19 Budget for review and discussion.

UPCOMING MEETING DATE---The next Meeting will be on Tuesday, May 22, 2018, at 5:30 PM. Trustee Nasalroad may not be in attendance.

ADJOURNMENT---There being no further business, the Regular Meeting was adjourned unanimously at 7:30 PM.

Library Board Clerk

ATTEST:

District Director

DRAFT

REGULAR MEETING OF MAY 22, 2018
E(a) .REPORTS: FINANCIAL REPORTS

- 1. Receive and file April 2018 financial reports

	MOVED	SECONDED	YES	NO	ABSTAIN	ABSENT
Coughlin						
Hicks						
Nasalroad						
Phillips						
Spink						

BLANCHARD COMMUNITY LIBRARY
FINANCIAL STATEMENTS
and Supplementary Schedules

April 30, 2018

BLANCHARD COMMUNITY LIBRARY

TABLE OF CONTENTS

TITLE	PAGE NUMBER
Accountant's Compilation Report	1
Statement of Assets, Liabilities and Fund Balance	2
Comparative Statement of Revenue and Expense	3
Supplementary Schedules	
Schedule of Cash Balances	4
Comparative Expanded	5
Schedule of Accounts Payable	6

STEPHEN F MCFADDEN
CERTIFIED PUBLIC ACCOUNTANT
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SUITE E-1
SANTA PAULA CA 93060
TELEPHONE 805-525-4494
FACSIMILE 888-881-3210
ACCOUNTANTS COMPILATION REPORT

Board of Directors
Blanchard Community Library
Santa Paula CA

MANAGEMENTS RESPONSIBILITIES

Management is responsible for the preparation and fair presentation of the accompanying interim financial statements which comprise the statement of assets, liabilities and fund balance and the related statements of revenues and expenses for the period ended April 30, 2018 in accordance with the modified accrual basis of accounting and for determining that the modified accrual basis of accounting is an acceptable framework. Management is also responsible for designing, maintaining and implementing internal control relevant to the financial statements.

MY RESPONSIBILITY

My responsibility is to conduct the compilation in accordance with Statement on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of financial statements without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements.

I have compiled the accompanying interim statement of assets, liabilities and fund balance, statement of revenue and expense as of April 30, 2018 and for the period then ended. I have not audited or reviewed the accompanying financial statements, and accordingly, do not express an opinion or provide any assurance about whether the financial statements are in accordance with modified accrual basis of accounting.

Management has elected to omit all of the disclosures ordinarily included in financial statements prepared in accordance with the modified basis of accounting. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the library's revenues, expenses and fund balances. Accordingly the financial statements are not designed for those who are not informed about such matters.

The supplementary schedules are not required as part of the financial statements. The supplementary schedules are included for additional analysis and clarity. I have compiled the supplementary schedules.

Stephen F. McFadden CPA

May 15, 2018

BLANCHARD COMMUNITY LIBRARY

STATEMENT OF ASSETS, LIABILITIES AND FUND BALANCE

April 30, 2018

ASSETS

	CURRENT ASSETS	
CASH		\$1,382,197
RESTRICTED CASH		293,878
PREPAID EXPENSES		2,617
TOTAL CURRENT ASSETS		<u>1,678,692</u>
FIXED ASSETS NET OF ACCUMULATED DEPRECIATION		<u>570,196</u>
TOTAL ASSETS		<u><u>2,248,888</u></u>

LIABILITIES AND FUND BALANCES

	LIABILITIES	
ACCOUNTS PAYABLE		\$2,049
ACCRUED PAYROLL EXPENSE		30,893
TOTAL LIABILITIES		<u>\$32,942</u>
	FUND BALANCES	
GENERAL FUND		1,351,872
FIXED ASSET FUND		570,196
RESTRICTED FUNDS		293,878
TOTAL FUND BALANCE		<u>2,215,946</u>
TOTAL LIABILITIES AND FUND BALANCE		<u><u>\$2,248,888</u></u>

BLANCHARD COMMUNITY LIBRARY

COMPARATIVE STATEMENT OF REVENUE AND EXPENSES

FOR THE MONTH AND PERIOD ENDED APRIL 30, 2018

	APRIL			YEAR TO DATE		
	MONTH ACTUAL	MONTH BUDGET	VARIANCE	YTD ACTUAL	YTD BUDGET	VARIANCE
REVENUE						
PROPERTY TAX	\$176,699	\$184,154		\$752,345	\$710,132	9.4%
LIBRARY OPERATIONS	1,514	417	241.01%	11,072	4,167	154.9%
DONATIONS	14,169	2,083	1018.67%	44,305	40,833	279.4%
GRANTS		\$20,000		\$35,063	\$27,000	
	<u>\$192,382</u>	<u>\$206,654</u>	665.0%	<u>\$842,785</u>	<u>\$782,132</u>	20.2%
EXPENSES						
PERSONNEL	\$51,526	\$49,579	12.0%	\$477,444	\$467,848	1.8%
ADMINISTRATIVE	3,919	3,779	-30.5%	42,220	53,792	-23.5%
FACILITIES	4,119	4,704	-18.3%	48,149	47,042	4.0%
OPERATIONS	20,167	21,628	-40.5%	114,203	131,275	-13.8%
	<u>\$79,731</u>	<u>\$79,690</u>	1.9%	<u>\$682,016</u>	<u>\$699,957</u>	-2.8%
NET INCOME (LOSS)	<u>\$112,651</u>	<u>\$126,964</u>	-36.9%	<u>\$160,769</u>	<u>\$82,175</u>	-299.1%
NON BUDGETED INCOME (EXPENSES)						
REIMBURSEMENT DIF		1,667		30,270	18,354	
INVESTMENT INTEREST				4,384		
BUILDING FUND				41,500		
NET AFTER NON BUDGETED ITEMS	<u>\$112,651</u>	<u>\$128,631</u>	-80.7%	<u>\$236,923</u>	<u>\$100,529</u>	-514.1%

SUPPLEMENTARY SCHEDULES

BLANCHARD COMMUNITY LIBRARY

SCHEDULE OF CASH BALANCES

April 30, 2018

COUNTY	\$978,136	
SANTA PAULA CITY	211,709	1
BUILDING FUND	41,500	1
BLAKE	40,669	1
LITERACY	22,846	1
BOOK TRUST	17,493	
WELLS FARGO	362,314	
OTHERS	<u>1,408</u>	
TOTAL CASH	<u>\$1,676,075</u>	
1 Restricted	293,878	
Other Unrestricted	1,382,197	

BLANCHARD COMMUNITY LIBRARY
COMPARATIVE
STATEMENT OF REVENUE AND EXPENSE

FOR THE PERIOD ENDED

	4/30/17	4/30/18	YTD BUDGET	ANNUAL BUDGET
REVENUE				
PROPERTY TAX	\$707,053	\$752,345	\$710,132	\$740,132
LIBRARY OPERATIONS	14,121	11,072	4,167	5,000
DONATIONS	39,658	44,305	40,833	45,000
GRANTS	39,540	35,563	27,000	27,000
TOTAL REVENUE	<u>\$800,372</u>	<u>\$843,285</u>	<u>\$782,132</u>	<u>\$817,132</u>
EXPENSES				
PERSONNEL				
WAGES	310,961	351,505	335,332	407,333
RETIREMENT	55,912	46,863	46,520	56,141
HEALTH INSURANCE	50,922	46,007	56,880	68,250
PAYROLL TAX	27,981	31,994	27,988	33,866
EMPLOYEE BENEFIT	1,173	1,075	1,128	1,692
	<u>446,949</u>	<u>477,444</u>	<u>467,848</u>	<u>567,282</u>
ADMINISTRATIVE				
ADVERTISING			208	250
BANK CHARGES	310	237	333	400
COMPUTER NETWORK	947	2,413		
INSURANCE	6,997	8,240	7,208	8,650
OFFICE EXPENSE	5,045	4,967	4,168	5,000
TELEPHONE	2,951	2,968	3,333	4,000
POSTAGE	588	620	292	350
PRINTING	2,151	1,045	2,250	2,700
PROFESSIONAL FEES	28,449	21,206	34,333	38,000
STAFF DEVELOPMENT	1,589	524	1,667	2,000
	<u>49,027</u>	<u>42,220</u>	<u>53,792</u>	<u>61,350</u>
FACILITIES				
BUILDING MAINTENANCE	9,790	12,119	11,667	14,000
JANITORIAL	6,700	6,714	6,750	8,100
UTILITIES	25,202	29,316	28,625	34,350
	<u>41,692</u>	<u>48,149</u>	<u>47,042</u>	<u>56,450</u>
OPERATIONS				
LIBRARY NETWORK	64,921	57,779	60,000	60,000
PUBLICITY	12,406	3,154	10,000	12,000
MEMBERSHIPS	3,713	4,431	2,500	3,000
ACQUISITIONS	13,408	26,325	25,833	30,000
PROGRAMS	14,908	15,603	25,192	30,230
COMPUTER SERVICE	2,163	369	4,000	4,800
BOOK BINDING	1,021	2,267	1,667	2,000
ADVERTISING	2,074	1,766		
TRAVEL	1,632	2,539	2,083	2,500
	<u>116,246</u>	<u>114,233</u>	<u>131,275</u>	<u>144,530</u>
TOTAL EXPENSES	<u>653,914</u>	<u>682,046</u>	<u>699,957</u>	<u>829,612</u>
NET INCOME(LOSS)	<u>\$146,458</u>	<u>\$161,239</u>	<u>\$82,175</u>	<u>\$(12,480)</u>
NON BUDGETED INCOME (EXPENSES)				
REIMBURSEMENT DIF	12,693	29,786	18,354	20,000
INVESTMENT INTEREST	2,845	4,384		
BUILDING FUND		41,500		
NET AFTER NON BUDGETED ITEMS	<u>\$161,996</u>	<u>\$236,909</u>	<u>\$100,529</u>	<u>\$7,520</u>

See accountant's compilation report

BLANCHARD COMMUNITY LIBRARY
SCHEDULE OF ACCOUNTS PAYABLE

April 30, 2018

Due to Friends of the Library	429
Credit Card	1,620
Total	<u>\$2,049</u>

BLANCHARD COMMUNITY LIBRARY

CITY FUNDS TRANSACTION

	June 30, 2016	BALANCE	\$175,133.01
	TRANSACTIONS		
	INTEREST	276.73	
	INTEREST	249.90	
	INTEREST	258.06	
	MR 6847	2,014.00	
	MR 6891	2,014.00	
	MR 6921	4,028.00	
	MR 6940	4,028.00	
	MR 7181	2,014.00	
	MR 7187	2,014.00	
3.06.17	CHECK	(4,310.97)	
6.26.17	CHECK	(2,691.96)	
7.17.17	CHECK	(96.00)	
4.15.17	INTEREST	324.37	
7.15.17	INTEREST	382.03	
8.14.17	MR 7308	2,014.00	
10.15.17	INTEREST	483.94	
12.11.17	CHECK	(3,491.15)	
3.19.18	MR 7614	24,831.73	
3.29.18	147 VIEW DR	2,233.73	
		36,576.41	
	TOTAL		36,576.41
			<u>\$211,709.42</u>
	BALANCE AT 3.31.18		

Blanchard/Santa Paula Library District
Monthly Deposit Detail
April 2018

Type	Date	Name	Account	Amount
Deposit	04/02/2018		1020.10 · Book Trust Account-Unrestricted	50.00
Sales Receipt	04/02/2018	Laurence R. Holmer & Suzanne M. S...	1499.10 · Undeposited Funds	-50.00
TOTAL				-50.00
Deposit	04/03/2018		1020.10 · Book Trust Account-Unrestricted	169.90
			Fines	-131.25
			2510 · Due to Friends of the Library (Money r...	-29.00
			Printing & Copying	-8.55
			Over/Short	-1.10
TOTAL				-169.90
Deposit	04/03/2018		1020.10 · Book Trust Account-Unrestricted	158.40
			Fines	-145.50
			2510 · Due to Friends of the Library (Money r...	-10.00
			Other Donations	-0.50
			Printing & Copying	-1.50
			Over/Short	-0.90
TOTAL				-158.40
Deposit	04/09/2018		1020 · Book Trust Account	1,855.00
Sales Receipt	04/09/2018	Denise Hernandez National Charity League	Miscellaneous Revenue (Revenue from occas... 1499.10 · Undeposited Funds	-15.00 -1,840.00
TOTAL				-1,855.00
Check	04/09/2018	Void	1020.10 · Book Trust Account-Unrestricted	0.00
TOTAL				0.00
Deposit	04/11/2018		1020.10 · Book Trust Account-Unrestricted	123.55
			Fines	-100.30
			2510 · Due to Friends of the Library (Money r...	-14.00
			Over/Short	-9.25
TOTAL				-123.55
Deposit	04/16/2018		1020.10 · Book Trust Account-Unrestricted	83.21
		Black Gold Cooperative	Fines	-83.21
TOTAL				-83.21
Deposit	04/16/2018		1020.10 · Book Trust Account-Unrestricted	1,491.00
Sales Receipt	04/16/2018	Wilma Kleine:In honor of Ilene Gaven...	1499.10 · Undeposited Funds	-20.00
Sales Receipt	04/16/2018	Wayne & Dorothy Allee:Children's Bo...	1499.10 · Undeposited Funds	-100.00
Sales Receipt	04/16/2018	Lia Verkade:In Honor of Ilene Gaven...	1499.10 · Undeposited Funds	-10.00
Sales Receipt	04/16/2018	Wayne & Dorothy Allee:Children's Bo...	1499.10 · Undeposited Funds	-100.00
Sales Receipt	04/16/2018	Katrina W. Steiner:In honor of Ilene G...	1499.10 · Undeposited Funds	-200.00
Sales Receipt	04/16/2018	Craig Held:In honor of Ilene Gavenman	1499.10 · Undeposited Funds	-500.00
Sales Receipt	04/16/2018	Santa Paula Latino Town Hall, Inc	1499.10 · Undeposited Funds	-500.00
Sales Receipt	04/16/2018	Viola B. Tovias:In Memory of Katherin...	1499.10 · Undeposited Funds	-25.00
Sales Receipt	04/16/2018	Richard & Robin Lefkovits:In Honor of ...	1499.10 · Undeposited Funds	-36.00

1:51 PM
05/17/18

Blanchard/Santa Paula Library District
Monthly Deposit Detail
April 2018

Type	Date	Name	Account	Amount
TOTAL				-1,491.00
Deposit	04/17/2018		1020.10 · Book Trust Account-Unrestricted	132.50
			Fines	-123.50
			2510 · Due to Friends of the Library (Money r...	-9.00
TOTAL				-132.50
Deposit	04/17/2018		1020.10 · Book Trust Account-Unrestricted	131.50
			Fines	-123.50
			2510 · Due to Friends of the Library (Money r...	-9.00
			Over/Short	1.00
TOTAL				-131.50
Deposit	04/23/2018		1020.10 · Book Trust Account-Unrestricted	916.00
Sales Receipt	04/23/2018	Elaine Hunt:Teen SRP	1499.10 · Undeposited Funds	-125.00
Sales Receipt	04/23/2018	Maureen T. Spencer:In Honor of Ilene...	1499.10 · Undeposited Funds	-200.00
Sales Receipt	04/23/2018	Howard S. & Deborah M. Barr:In Hono...	1499.10 · Undeposited Funds	-141.00
Sales Receipt	04/23/2018	Judith P. Triem:In Honor of Ilene Gav...	1499.10 · Undeposited Funds	-50.00
Sales Receipt	04/23/2018	Rosemary K. McManus:In Honor Ilene...	1499.10 · Undeposited Funds	-25.00
Sales Receipt	04/23/2018	Timothy & Barbara Rainville:In Honor ...	1499.10 · Undeposited Funds	-25.00
Sales Receipt	04/23/2018	Bruce W. & Carol M. Yeoman:In Hono...	1499.10 · Undeposited Funds	-25.00
Sales Receipt	04/23/2018	Mark S. & Shelley F. Stern:In Honor of...	1499.10 · Undeposited Funds	-25.00
Sales Receipt	04/23/2018	Jill Jarmin:In Honor of Ilene Gavenman	1499.10 · Undeposited Funds	-100.00
Sales Receipt	04/23/2018	Michelle Crilly.:In Honor of Ilene Gave...	1499.10 · Undeposited Funds	-100.00
Sales Receipt	04/23/2018	James Arellano:Children's Books:In H...	1499.10 · Undeposited Funds	-100.00
TOTAL				-916.00
Deposit	04/23/2018		1020.10 · Book Trust Account-Unrestricted	126.75
			Fines	-93.75
			2510 · Due to Friends of the Library (Money r...	-31.00
			Donations	-1.00
			Over/Short	-1.00
TOTAL				-126.75
Deposit	04/30/2018		1020.10 · Book Trust Account-Unrestricted	200.00
Sales Receipt	04/30/2018	Mal King:In Honor of Ilene Gavenman	1499.10 · Undeposited Funds	-200.00
TOTAL				-200.00
General Journal	04/30/2018		1020 · Book Trust Account	0.20
			*Reconciliation Discrepancies (Discrepancies ...	-0.20
TOTAL				-0.20

Blanchard/Santa Paula Library District
Check Detail
April 2018

Type	Num	Date	Name	Account	Paid Amount	Class
Check		04/30/2018		1020 · Book Trust Account		
				Bank Charges	-3.00	
TOTAL					-3.00	
Check	EFT	04/05/2018	Blanchard Community Library	1020.10 · Book Trust Account-...		
				Payroll (Checking Account - Payr...	-775.00	General Fund
TOTAL					-775.00	
Check	EFT	04/09/2018	Calif. Public Employees' Retireme...	1020.10 · Book Trust Account-...		
				PERS Group Health Insurance	-4,545.24	General Fund
TOTAL					-4,545.24	
Check	EFT	04/10/2018	Blanchard Community Library	1020.10 · Book Trust Account-...		
				Payroll (Checking Account - Payr...	-18,250.00	General Fund
TOTAL					-18,250.00	
Check	EFT	04/13/2018	Calif. Public Employees' Retireme...	1020.10 · Book Trust Account-...		
				CALPERS (Payee Account - Em...	-835.45	General Fund
TOTAL					-835.45	
Check	EFT	04/13/2018	Calif. Public Employees' Retireme...	1020.10 · Book Trust Account-...		
				CALPERS (Payee Account - Em...	-592.89	General Fund
TOTAL					-592.89	
Check	EFT	04/13/2018	Calif. Public Employees' Retireme...	1020.10 · Book Trust Account-...		
				CALPERS (Payee Account - Em...	-841.02	General Fund
TOTAL					-841.02	
Check	EFT	04/13/2018	Calif. Public Employees' Retireme...	1020.10 · Book Trust Account-...		
				CALPERS (Payee Account - Em...	-521.38	General Fund
TOTAL					-521.38	
Check	EFT	04/13/2018	Calif. Public Employees' Retireme...	1020.10 · Book Trust Account-...		
				CALPERS (Payee Account - Em...	-859.25	General Fund
TOTAL					-859.25	
Check	EFT	04/13/2018	Calif. Public Employees' Retireme...	1020.10 · Book Trust Account-...		
				CALPERS (Payee Account - Em...	-567.38	General Fund
TOTAL					-567.38	
Check	EFT	04/13/2018	Calif. Public Employees' Retireme...	1020.10 · Book Trust Account-...		
				CALPERS (Payee Account - Em...	-861.68	General Fund
TOTAL					-861.68	
Check	EFT	04/13/2018	Calif. Public Employees' Retireme...	1020.10 · Book Trust Account-...		
				CALPERS (Payee Account - Em...	-575.40	General Fund

Blanchard/Santa Paula Library District
Check Detail
April 2018

Type	Num	Date	Name	Account	Paid Amount	Class
TOTAL					-575.40	
Check	EFT	04/16/2018	Intuit	1020.10 · Book Trust Account-... Office Supplies	-228.39	General Fund
TOTAL					-228.39	
Check	EFT	04/16/2018	Blanchard Community Library	1020.10 · Book Trust Account-... Payroll (Checking Account - Payr...	-6,000.00	General Fund
TOTAL					-6,000.00	
Check	EFT	04/24/2018	Blanchard Community Library	1020.10 · Book Trust Account-... Payroll (Checking Account - Payr...	-16,700.00	General Fund
TOTAL					-16,700.00	
Check	EFT	04/30/2018	Calif. Public Employees' Retireme...	1020.10 · Book Trust Account-... PERS Retirement (Contribution ...	-3,045.03	General Fund
TOTAL					-3,045.03	
Check	EFT	04/30/2018	Calif. Public Employees' Retireme...	1020.10 · Book Trust Account-... PERS Retirement (Contribution ...	-43.57	General Fund
TOTAL					-43.57	
Check	11216	04/02/2018	Draganchuk	1020.10 · Book Trust Account-... Security	-41.70	General Fund
TOTAL					-41.70	
Check	11217	04/02/2018	Baker & Taylor Books	1020.10 · Book Trust Account-... General	-91.52	Adult Books
TOTAL					-91.52	
Check	11218	04/02/2018	Coleman Landscape	1020.10 · Book Trust Account-... Grounds Maintenance	-305.00	General Fund
TOTAL					-305.00	
Check	11219	04/02/2018	City of Santa Paula (067000-00)	1020.10 · Book Trust Account-... Water and Sewer	-587.51	General Fund
TOTAL					-587.51	
Check	11220	04/02/2018	City of Santa Paula (067500-00)	1020.10 · Book Trust Account-... Water and Sewer	-71.53	General Fund
TOTAL					-71.53	
Check	11221	04/02/2018	Nancy Kierstyn Schreiner	1020.10 · Book Trust Account-... Legal Fees (Outside (non-emplo...	-525.00	General Fund
TOTAL					-525.00	
Check	11222	04/02/2018	Neopost.	1020.10 · Book Trust Account-...		

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Blanchard/Santa Paula Library District
Check Detail
April 2018

Type	Num	Date	Name	Account	Paid Amount	Class
TOTAL					0.00	
Check	11223	04/02/2018	The Chameleons	1020.10 · Book Trust Account-... Children's Programs	<u>-450.00</u>	Children's Service...
TOTAL					-450.00	
Check	11224	04/02/2018	Sparkietts	1020.10 · Book Trust Account-... Office Supplies	<u>-38.73</u>	General Fund
TOTAL					-38.73	
Check	11225	04/02/2018	Andy's Plumbing Place	1020.10 · Book Trust Account-... Building Maintenance	<u>-453.39</u>	General Fund
TOTAL					-453.39	
Bill Pmt -C...	11226	04/09/2018	Black Gold Cooperative Library Sy...	1020.10 · Book Trust Account-...		
Bill	Invoice...	04/09/2018		Network Services	<u>-14,078.00</u>	General Fund
TOTAL					-14,078.00	
Bill Pmt -C...	11227	04/09/2018	Ned Branch	1020.10 · Book Trust Account-...		
Bill		04/01/2018		PERS Group Health Insurance	<u>-404.51</u>	General Fund
TOTAL					-404.51	
Check	11228	04/09/2018	Void	1020.10 · Book Trust Account-...		
TOTAL					0.00	
Check	11229	04/09/2018	Blanchard Community Library	1020.10 · Book Trust Account-... Teen & YA Programs	<u>-442.95</u>	Teen Programs:T...
TOTAL					-442.95	
Check	11230	04/09/2018	Amazon Capital Services	1020.10 · Book Trust Account-... Books	<u>-22.28</u>	Adult Books
TOTAL					-22.28	
Check	11231	04/09/2018	Rivistas, LLC	1020.10 · Book Trust Account-... Periodicals	<u>-1,463.46</u>	General Fund
TOTAL					-1,463.46	
Check	11232	04/09/2018	Unique Management Services, Inc.	1020.10 · Book Trust Account-... Collection Agency	<u>-116.35</u>	General Fund
TOTAL					-116.35	
Check	11233	04/09/2018	Kelly Cleaning & Supplies	1020.10 · Book Trust Account-... Janitorial Services & Supplies	<u>-670.00</u>	General Fund
TOTAL					-670.00	
Bill Pmt -C...	11234	04/09/2018	Miriam Zamora	1020.10 · Book Trust Account-...		
Bill		04/09/2018		Fines	<u>-15.00</u>	General Fund

Blanchard/Santa Paula Library District
Check Detail
April 2018

Type	Num	Date	Name	Account	Paid Amount	Class
TOTAL					-15.00	
Check	11235	04/16/2018	Athens Enviromental	1020.10 · Book Trust Account-...		
				Trash	-172.46	General Fund
TOTAL					-172.46	
Check	11236	04/16/2018	Stephen McFadden	1020.10 · Book Trust Account-...		
TOTAL					0.00	
Check	11237	04/16/2018	Andy's Plumbing Place	1020.10 · Book Trust Account-...		
				Building Maintenance	-127.11	General Fund
TOTAL					-127.11	
Check	11238	04/16/2018	Amazon Capital Services	1020.10 · Book Trust Account-...		
				Books	-38.88	Adult Books
TOTAL					-38.88	
Check	11239	04/16/2018	SoCalGas	1020.10 · Book Trust Account-...		
				Gas	-98.54	General Fund
TOTAL					-98.54	
Check	11240	04/16/2018	Los Angeles Times	1020.10 · Book Trust Account-...		
				Periodicals	-102.89	General Fund
TOTAL					-102.89	
Check	11241	04/16/2018	Ned Branch	1020.10 · Book Trust Account-...		
				Staff Recognition	-153.94	General Fund
TOTAL					-153.94	
Check	11242	04/16/2018	Justin D. Formanek	1020.10 · Book Trust Account-...		
				Adult Programs	-17.42	Restricted Funds:...
TOTAL					-17.42	
Check	11243	04/16/2018	Stephen McFadden CPA	1020.10 · Book Trust Account-...		
				Accounting Fees (Outside (non-e...	-863.00	General Fund
TOTAL					-863.00	
Check	11244	04/23/2018	Justin D Formanek	1020.10 · Book Trust Account-...		
				Adult Programs	-50.00	Restricted Funds:...
TOTAL					-50.00	
Check	11245	04/23/2018	Amazon Capital Services	1020.10 · Book Trust Account-...		
				Books	-17.31	Adult Books
				Children's Books	-564.41	Children's Service...
TOTAL					-581.72	
Check	11246	04/23/2018	Baker & Taylor Books	1020.10 · Book Trust Account-...		

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Blanchard/Santa Paula Library District
Check Detail
April 2018

Type	Num	Date	Name	Account	Paid Amount	Class
				General	-1,033.81	Adult Books
TOTAL					-1,033.81	
Check	11247	04/23/2018	Frontier Communications	1020.10 · Book Trust Account-... Telephone Expense	-251.53	General Fund
TOTAL					-251.53	
Check	11248	04/23/2018	Southern California Edison	1020.10 · Book Trust Account-... Electricity	-1,526.02	General Fund
TOTAL					-1,526.02	
Check	11249	04/30/2018	Amazon Capital Services	1020.10 · Book Trust Account-... Books	-401.25	Adult Books
TOTAL					-401.25	
Check	11250	04/30/2018	Sparkletts	1020.10 · Book Trust Account-... Office Supplies	-48.68	General Fund
TOTAL					-48.68	
Bill Pmt -C...	11251	04/30/2018	Business Card	1020.10 · Book Trust Account-...		
Bill	5474 1...	04/30/2018		Bank of America Platinum Plus	-1,406.64	General Fund
TOTAL					-1,406.64	

REGULAR MEETING OF MAY 22, 2018
F. BOARD/ADMINISTRATION COMMENTS, CONCERNS, HANDOUTS

REGULAR MEETING OF MAY 22, 2018
G(a) OLD BUSINESS: STAFF IN-SERVICE

	MOVED	SECONDED	YES	NO	ABSTAIN	ABSENT
Coughlin						
Hicks						
Nasalroad						
Phillips						
Spink						

REGULAR MEETING OF MAY 22, 2018
G(b) NEW BUSINESS: REVISED DRAFT 2018-19 BUDGET

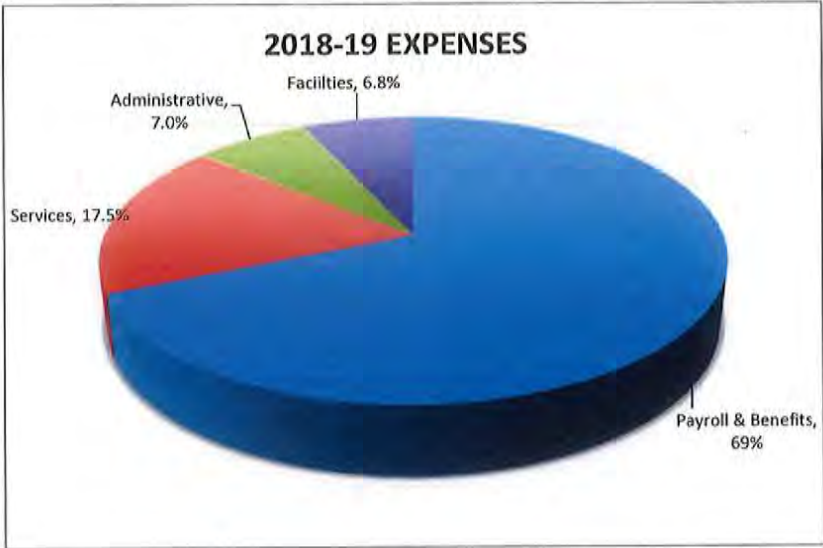
A copy of the revised draft of the budget for 2018-19 is attached for discussion only. It is not being submitted for approval at this time. Significant differences between the draft presented at the April Board meeting and the revised draft are indicated.

DRAFT 2018-19 BUDGET

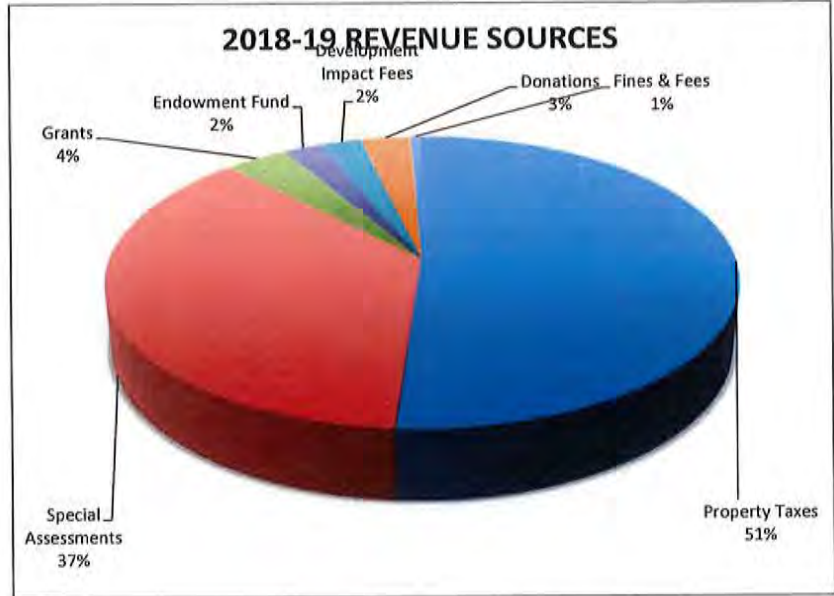
	GENERAL FUND	LITERACY FUND	2018-19 TOTAL	2017-18 TOTAL
Revenue				
Pro Tx Curr Secured	\$344,500	\$0	\$344,500	\$344,500
Pro Tx Curr Unsecured	\$25,000	\$0	\$25,000	\$25,000
Pro Tx Curr Supplemental	\$6,000	\$0	\$6,000	\$6,000
Pro Tax Prior Secured	\$0	\$0	\$0	\$0
Pro Tx Prior Unsecured	\$0	\$0	\$0	\$0
Pro Tx Prior Supplemental	\$0	\$0	\$0	\$0
Penalties	\$1,306	\$0	\$1,306	\$1,306
Interest	\$932	\$0	\$932	\$932
HOPTR	\$2,600	\$0	\$2,600	\$2,600
RDA Pass Through	\$50,000	\$0	\$50,000	\$50,000
Special Assessment	\$309,794	\$0	\$309,794	\$309,794
	<u>\$740,132</u>	<u>\$0</u>	<u>\$740,132</u>	<u>\$740,132</u>
Endowment	\$20,000	\$0	\$20,000	\$20,000
Donations	\$20,000	\$5,000	\$25,000	\$25,000
Grants	\$1,000	\$30,000	\$31,000	\$27,000
Fines & fees	\$5,000	\$0	\$5,000	\$5,000
TOTAL REVENUE	<u>\$786,132</u>	<u>\$35,000</u>	<u>\$821,132</u>	<u>\$817,132</u>
Payroll & Benefits				
Salaries	\$352,627	\$58,813	\$411,440	\$407,333
PERS Retirement	\$57,485	\$2,458	\$59,943	\$56,141
FICA 0.077	\$26,976	\$3,704	\$30,680	\$30,366
PERS Group Health	\$25,558	\$6,786	\$32,344	\$34,853
PERS Group Health Annuitants	\$30,000	\$0	\$30,000	\$30,000
SUI	\$3,000	\$500	\$3,500	\$3,500
PERS 457 Plan	\$0	\$0	\$0	\$0
Insurance--Workers Comp	\$1,192	\$500	\$1,692	\$1,692
	<u>\$496,838</u>	<u>\$72,761</u>	<u>\$569,599</u>	<u>\$567,282</u>
Services				
Communications	\$800	\$0	\$800	\$800
Computer services	\$4,000	\$0	\$4,000	\$4,000
Publicity	\$3,200	\$2,000	\$5,200	\$12,000
Collection development				
Books				
Young adult books	\$3,000	\$0	\$3,000	\$1,000
General	\$16,500	\$0	\$16,500	\$11,500
Children's books	\$6,500	\$0	\$6,500	\$5,000
A/V materials				\$2,500
Young adult	\$600	\$0	\$600	
General	\$3,000	\$0	\$3,000	
Children's	\$1,200	\$0	\$1,200	
Databases	\$4,000	\$0	\$4,000	\$5,000
Periodicals	\$5,000	\$0	\$5,000	\$5,000
Library supplies				
Book binding/mending	\$2,000	\$0	\$2,000	\$2,000
Library materials--other	\$0	\$0	\$0	
Memberships & dues	\$3,000	\$0	\$3,000	\$3,000
Network services	\$60,000	\$0	\$60,000	\$60,000
Over/short	\$0	\$0	\$0	\$0
Programs				

DRAFT 2018-19 BUDGET

	Literacy	\$0	\$4,000	\$4,000	\$4,000
	Adults	\$4,500	\$0	\$4,500	\$7,500
	Children's	\$14,000	\$0	\$14,000	\$13,730
	Teens & Young adults	\$5,000	\$0	\$5,000	\$5,000
	Travel & meetings	\$2,000	\$500	\$2,500	\$2,500
	Total Services	\$138,300	\$6,500	\$144,800	\$144,530
	Administrative				
	Advertising	\$250	\$0	\$250	\$250
	Bank charges	\$400	\$0	\$400	\$400
	Office expense	\$5,000	\$0	\$5,000	\$5,000
	Postage	\$350	\$0	\$350	\$350
	Professional services	\$0	\$0	\$0	\$0
	Legal	\$6,000	\$0	\$6,000	\$12,000
	Accounting	\$10,000	\$0	\$10,000	\$10,000
	Audit	\$10,000	\$0	\$10,000	\$9,000
	Grant Writing	\$5,000	\$2,000	\$7,000	\$7,000
	Insurance	\$10,500	\$0	\$10,500	\$8,650
	Printing	\$2,500	\$200	\$2,700	\$2,700
	Telephone expense	\$4,000	\$0	\$4,000	\$4,000
	Staff development & recognition	\$2,000	\$0	\$2,000	\$2,000
	Total	\$56,000	\$2,200	\$58,200	\$61,350
	Facilities				
	Janitorial services & supplies	\$8,100	\$0	\$8,100	\$8,100
	Grounds maintenance	\$5,000	\$0	\$5,000	\$5,000
	Building security	\$1,000	\$0	\$1,000	\$1,000
	Building maintenance	\$8,000	\$0	\$8,000	\$8,000
	Utilities				
	City of Santa Paula	\$6,500	\$0	\$6,500	\$6,500
	SoCal Edison	\$25,000	\$0	\$25,000	\$25,000
	The Gas Co.	\$850	\$0	\$850	\$850
	Trash	\$2,000	\$0	\$2,000	\$2,000
	Total	\$56,450	\$0	\$56,450	\$56,450
	TOTAL OPERATING EXPENSES	\$747,588	\$81,461	\$829,049	\$829,612
	OPERATING SURPLUS/(DEFICIT)	\$38,544	\$160,088	-\$7,917	-\$12,480
	Extraordinary Expenses				
	Legal	\$0	\$0	\$0	\$0
	NET SURPLUS/(DEFICIT)	\$38,544	-\$46,461	-\$7,917	-\$12,480
	REIMBURSEMENT FROM DIF FUND	\$20,000	\$0	\$20,000	\$20,000
	TOTAL SURPLUS/(DEFICIT)	\$58,544	-\$46,461	\$12,083	\$7,520



Payroll & Benefits	\$569,599	68.7%
Services	\$144,800	17.5%
Administrative	\$58,200	7.0%
Facilities	\$56,450	6.8%
	\$829,049	100.0%



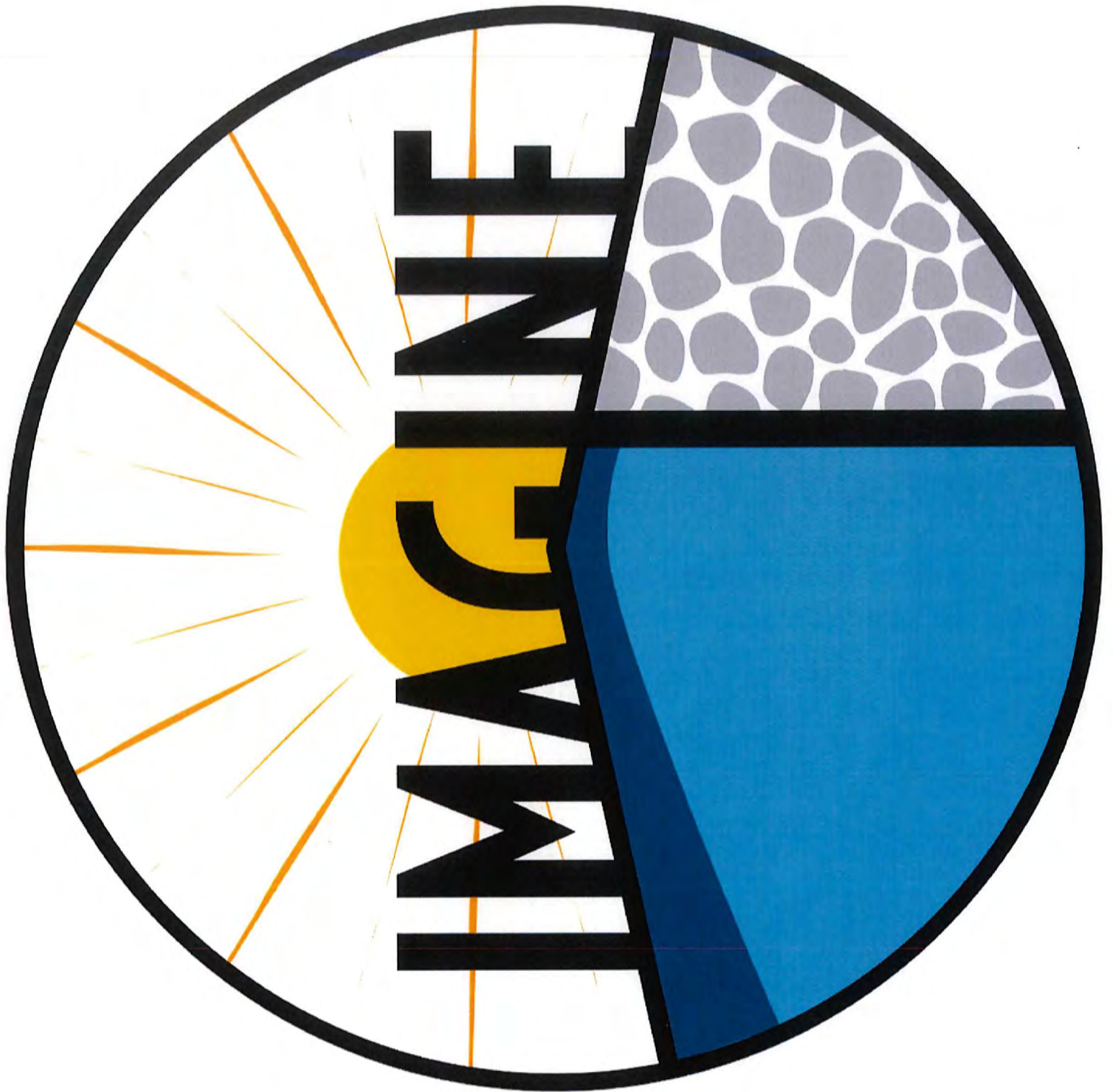
Property Taxes	\$430,338	51.2%
Special Assessments	\$309,794	36.8%
Grants	\$31,000	3.7%
Endowment Fund	\$20,000	2.4%
Development Impact Fees	\$20,000	2.4%
Donations	\$25,000	3.0%
Fines & Fees	\$5,000	0.6%
	\$841,132	100.0%

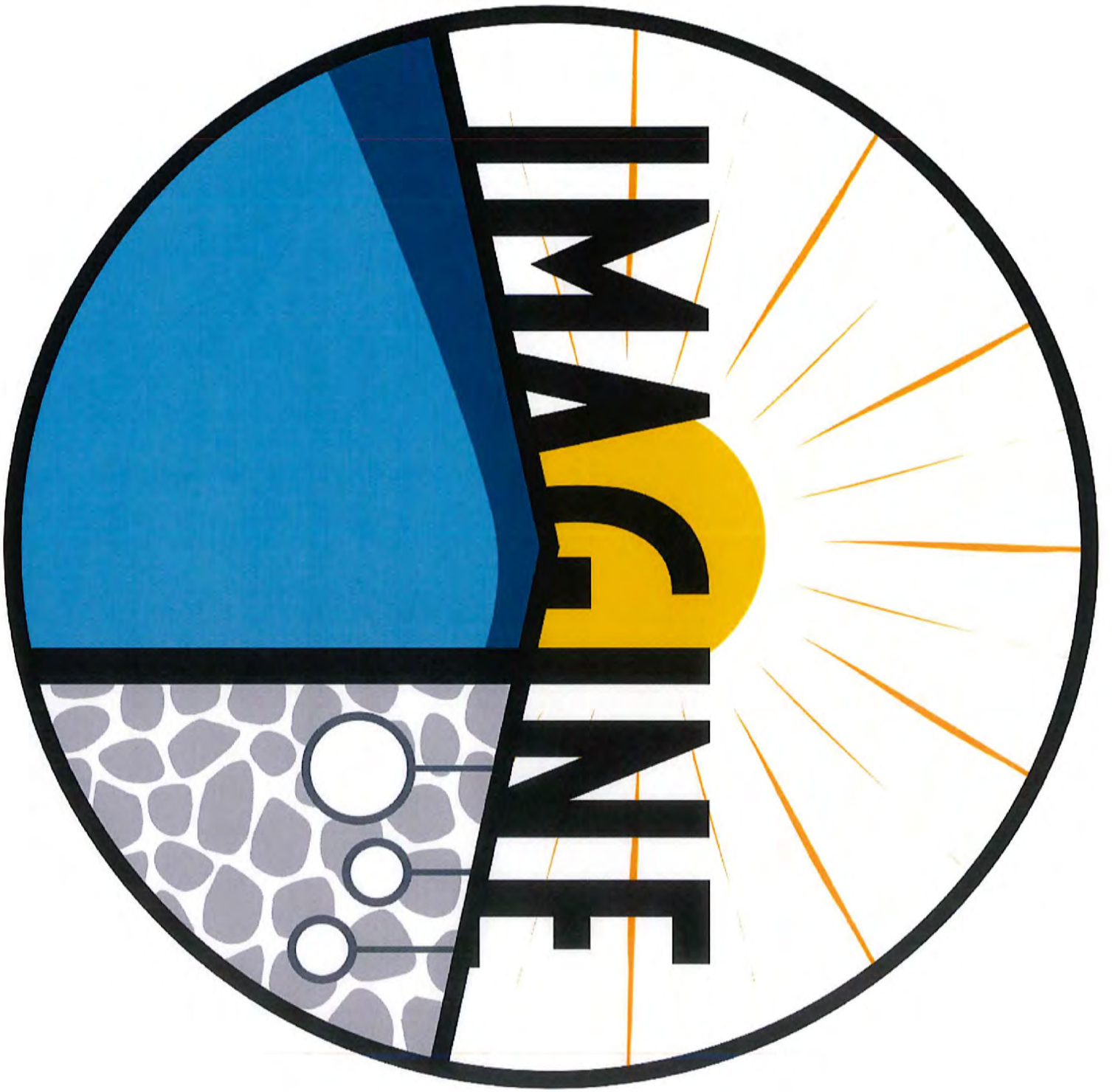
REGULAR MEETING OF MAY 22, 2018
H(a) NEW BUSINESS: BUILDING FUND CAMPAIGN LOGO

Various styles of the logo concept are attached.

RECOMMENDATION: None

	MOVED	SECONDED	YES	NO	ABSTAIN	ABSENT
Coughlin						
Hicks						
Nasalroad						
Phillips						
Spink						







REGULAR MEETING OF MAY 22, 2018
H(b) NEW BUSINESS: ELECTION OF SPECIAL DISTRICTS REPRESENTATIVE
TO REDEVELOPMENT OVERSIGHT BOARD

When the legislature dissolved all the Redevelopment Agencies (RDA) in the state, oversight boards were created for each dissolved RDA and were tasked with overseeing the wind up of the affairs of each RDA. Last year the legislature decided to replace all the oversight boards in each county with a single oversight board for that county. Since many special districts receive money from the excess of revenues over expense for the former RDA's, special districts will have one representative on the county-wide oversight board. There are four candidates running for the seat. Their candidate statements are attached along with a copy of the ballot.

RECOMMENDATION: The Board should select one of the four candidates.

	MOVED	SECONDED	YES	NO	ABSTAIN	ABSENT
Coughlin						
Hicks						
Nasalroad						
Phillips						
Spink						

OFFICIAL BALLOT

INDEPENDENT SPECIAL DISTRICTS SELECTION COMMITTEE
Countywide Oversight Board
Member Representing Independent Special Districts

Blanchard/Santa Paula Library District

This is the Official Ballot for the Independent Special Districts Selection Committee for the purpose of electing **one** member to the Countywide Oversight Board representing independent special districts. The election consists of four candidates (listed below in alphabetical order).

VOTE FOR ONLY ONE CANDIDATE

A minimum of 16 qualified votes must be returned by the deadline to establish a quorum of the independent special districts. The candidate receiving the most votes of the quorum shall be elected. In the event of a tie vote, the outcome will be determined by lot.

PLEASE RETURN THIS SIGNED BALLOT to the Ventura LAFCo, 800 S. Victoria Avenue, L #1850, Ventura, CA 93009, or if previous consent has been given to conduct this election via e-mail, send your signed ballot to kai.luoma@ventura.org. All Ballots MUST be signed by the district president/chair or presiding officer of the board and received by 5 P.M. Friday, June 15, 2018 to be considered.

As the District President, Chair or Presiding Officer, I duly certify that the Blanchard/Santa Paula Library District does hereby cast its ballot as follows:

*(Please mark the box next to the name of **one** candidate to cast the District's vote)*

- | | | |
|--------------------------|---------------|--|
| <input type="checkbox"/> | Russ Baggerly | Ojai Valley Sanitary District |
| <input type="checkbox"/> | Mark Johnson | Rancho Simi Recreation and Park District |
| <input type="checkbox"/> | Mike Mishler | Pleasant Valley Recreation and Park District |
| <input type="checkbox"/> | Tina Rivera | United Water Conservation District |

Board President/Chair/Presiding Officer (print name)

Board President/Chair/Presiding Officer (Signature)

Date

RUSS BAGGERLY

119 SOUTH POLI AVENUE
OJAI, CALIFORNIA 93023
(805) 646-0767
(805) 766-7317
(russ.baggerly65@gmail.com)

SOME THINGS I'VE DONE:

Senior Administrative Assistant, Supervisor Maria VanderKolk, District 2, Ventura County, January 1991 to July 1994

Environmental Coalition, intervention, So. Cal. Edison/SDGE Merger, 1990

Citizens Environment Quality Analysis, Owner-Operator

Environmental document consultant, March 1989 to December 1990

Environmental Consultant for Patagonia, Inc., 1988-1989

Administrative Assistant, Los Padres Forest Association/Sunbow Ecology Center, 2000-2003

Baby Boot Company, owner-operated; Design, fabrication, marketing and wholesale distribution of a quality baby shoe line, 1982 to January 1989

Professional Flamenco Guitarist

Air Pollution Control District, Clean Air Advisory Committee, March 2000

Elected Official, Casitas Municipal Water District Division 5 - 2004 to present

Elected Official, Ojai Valley Sanitary District – 1996 to present

Elected Official, Ojai Valley Municipal Advisory Council – 1996

California Sanitation Risk Management Authority – Executive Board 2002

Workers Compensation Subcommittee, Chair – CSRMA/Driver Associates 1999

Santa Monica Mountains Conservancy, appointed alternate for Supervisor Maria VanderKolk, August 1992

Friends of the Santa Clara River, Founding Board Member

Ormond Beach Task Force, Chairman

Citizens to Preserve the Ojai, Administrative Director, 1988-1989

Environmental Coalition, Board Member, 1987-1990, President 1998

Environmental Defense Center, Board Member, Santa Barbara, 1989-1990

Southern California Association of Governments, Commissioner Regional Advisory Commission, 1989-1990

MARK JOHNSON



**DIRECTOR
RANCHO SIMI RECREATION AND PARK DISTRICT**

I would like to serve as the special district representative on the Countywide Oversight Board to help oversee the continued dissolution of redevelopment agencies. I am currently a Member of the Board of Directors for the Rancho Simi Recreation and Park District. I was first elected to this position in December 1990.

The City of Simi Valley's boundary overlaps with ours. They utilized the old redevelopment process to expand their tax base and redevelop business area infrastructure within the City. They did so without voter approval and over the objections of our agency. Although some amounts were passed through the Park District had insufficient leverage to negotiate larger pass through amounts. The net result to our agency from the City's redevelopment was the diversion of over \$5,000,000, a substantial amount for us. The elimination of redevelopment agencies by the Governor was very welcome news, and came at a time of our increasing costs, expanding population, declining property values and tax revenue, and the State's precarious financial position.

I also currently serve as a Member of the Board of Directors for the California Association of Recreation and Park Districts. I have many years of experience with Board governance, special districts, and the field of parks and recreation. My professional experience includes serving as a math teacher for our local school District. I have also served as a soccer coach for many years. I am now retired and have the time to participate on the Countywide Oversight Board.

If elected I would enjoy my service to our area's special districts and I am confident that I can meaningfully contribute to help ensure the efficient completion of the dissolution of redevelopment agencies in Ventura County.



Mike Mishler

I will use my deep knowledge of Redevelopment/Successor Agencies to protect the interests of all Ventura County special districts. The new Countywide Oversight Board must verify that all expenditures are justified, while working to end the existing projects as quickly as possible. I will ensure diverted property tax dollars go back to special districts to do the work each district was created to do.

Recent RDA/Successor Related Accomplishments

I worked with **Jeff Burgh**, Auditor-Controller County of Ventura, and Deputy Director **Michelle Yamaguchi**, reviewing current RDA issues. I requested, and they developed a presentation made to the Ventura County Special Districts Association's April 3rd meeting. I also requested, and Michelle compiled, a spreadsheet showing that in 2017 **\$1.8 million** in Ventura County property tax revenues were diverted to RDA/successor agencies from special districts.

Based on this information, I had PVRPD officially request LAFCo initiate the election process allowing the independent special districts to select its own representative on the Countywide Oversight Board.

Abbreviated Education and Experience

Bachelors in Geophysics and Master's Degree in Groundwater Geology, SDSU

Retired geologist, project manager and Data Manager Worldwide Coordinator, ExxonMobil

President, Ventura County Special Districts Association

Elected Director, Pleasant Valley Recreation & Parks District

Contact Info: Cell Phone: 805-377-9068
eMail: Mikemm3@gmail.com

Goals for the new Countywide Oversight Board

1. I believe that proceeds from sold RDA/successor properties should be returned to the districts or used to pay off the existing bonds. This policy is in contrast with the City of Camarillo, for example, which intends to use all sold RDA/successor property proceeds to initiate new development improvements versus paying off the bonds. This city policy will result in special districts having to wait at least 40 years to recover the diverted property tax funds.
2. Successor Agency budgets must be analyzed by the oversight board to ensure all expenses being charged are valid and appropriate.
3. All information related to RDA/Successor Agencies must be made more transparent by posting the data online.



Alvertina (Tina) Rivera

Tina Rivera has served as the Chief Financial Officer for United Water Conservation District since 2014. She oversees the functions of the Finance and Administrative Services Divisions which include cash management, financial reporting, auditing and compliance, grant administration, budget preparation and monitoring, debt issuance, information technology, human resources, payroll and accounts payable/receivable functions. She's responsible for the preparation of policy recommendations relating to fiscal matters or departmental services.

She has over 15-years of municipal government experience, serving as Finance Director for three cities within the counties of Ventura, Santa Barbara and Fresno. She's experienced in the RDA dissolution process, having lead the Successor Agency Oversight committee in the City of Goleta during her tenure.

She earned a Bachelor of Science Degree, in Business Administration with an emphasis in Accounting from California State University, Fresno and successfully completed the CPA Exam on her first attempt.

REGULAR MEETING OF MAY 22, 2018
I(a) REPORTS: LITERACY SERVICES

14. May, 2018

BEST Adult Learning Center

Board Report for May, 2018



Last month I gave you a ton of photos. This month, **WORDS!**

We have been working on a **grant application** to **Better World Books**. "We" means that Linda Wilkinson suggested it; Ned passed it on; Lenore Carleton, our new volunteer grant-writer, did a **ton of research and writing**; Roya Alt, new volunteer media consultant, made suggestions; Ned and I went over it with a fine-tooth comb; and Lenore submitted it this month. Lenore has "renamed" our daytime ESL + Preschool care "**Mommy & Me**" to "sell" it better (former Marketing Maven). Everything we do is a **JOINT VENTURE!** And **YOU**, the Board of Trustees, are in the middle of it, too, supporting, encouraging, etc. **THANK YOU!!**

Next, Lenore would like to apply to the **Wish You Well Foundation**, which supports adult and family literacy in the United States. She is doing this to make it possible to continue the **Mommy & Me** program which serves the mothers of preschoolers and feeds into our more traditional one-on-one-and-small-group tutoring program. Our on-going collaboration with **Santa Paula Adult School** is in question at this point, although Ned is doing his best to maintain the connection.



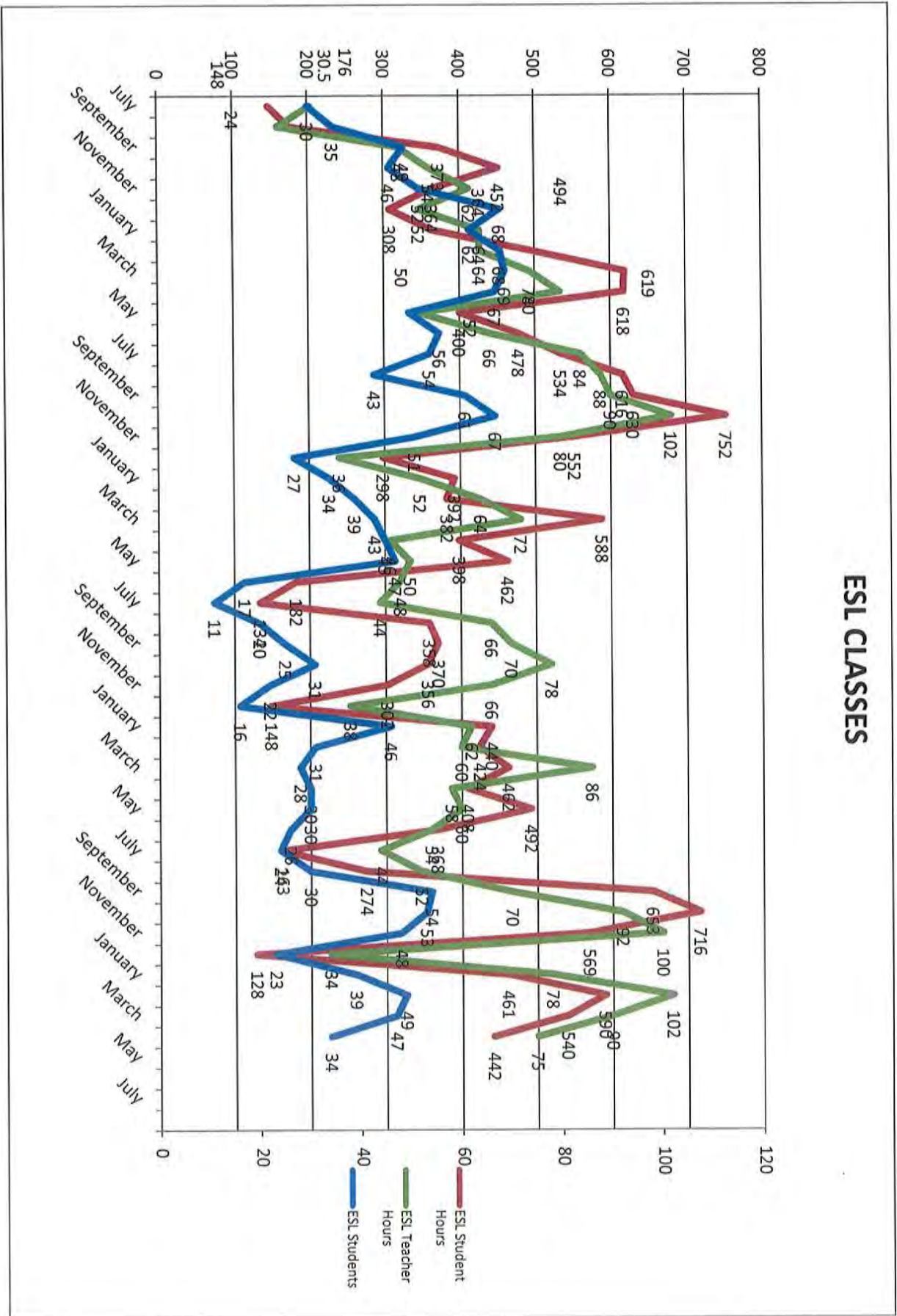
The Cinco de Mayo Street Faire, organized by Latino Town Hall, our own Xavier Montes, and many others, provided a chance to interact with people we don't normally see here in the library. I decided to see what I could learn this time.

I put out a clipboard asking, "**What do YOU want to learn?**" And it was interesting what I heard. One lady wanted to learn to speak more English, but there were several who said, "We need practical skills: resume writing, how to access online applications, work readiness skills, how to set up auto-payments, bill-pay, and other banking services, etc." Hmm. Future focus.

Olivia and I are thinking of **celebrating our tutors** & the end of the school year **in June** with an **EDUCATIONAL MULTICULTURAL DINNER** (and you will certainly be invited).

We'll let you know when the plans are set.

ESL CLASSES



REGULAR MEETING OF MAY 22, 2018
I(b) REPORTS: PUBLIC SERVICES

Adult Programs

The CSU Channel Island Lecture Series continued this month with “Standardized Testing and Student Learning: Outcomes for English Learners in Santa Paula” presented by Brittnee Veldman, Ph.D., Jennifer Figueroa, and Monica Pereira, MLS. An audience of 6, highly engaged attendees participated in the interactive presentation and a lively discussion following its conclusion.

Local photographer, author and Brooks Institute instructor Tim Meyer took a crowd of 10 attendees through “The History of Portraiture” and the work of masters who defined the craft, focusing on their stylistic approaches and their impacts on today’s portraiture.

Two new ongoing programs launched this April — the Adult Coloring Club and the Blanchard Community Book Club (BCBC). The former aims to provide a relaxed, mid-day social opportunity for adults and saw one participant, despite being launched only a week prior. The BCBC was better attended, as five enthusiastic members discussed Paulo Coelho’s *The Alchemist*. The club will be reading Fredrik Backman’s *A Man Called Ove* for discussion in May, and also selecting titles for the next three months.

The Third Thursday Movie Night continued, with 10 in attendance for Gary Oldman’s Oscar winning performance in *Darkest Hour*. Next month the feature will be the similarly nominated *Phantom Thread*.

**Youth Services Programs
April 2018**

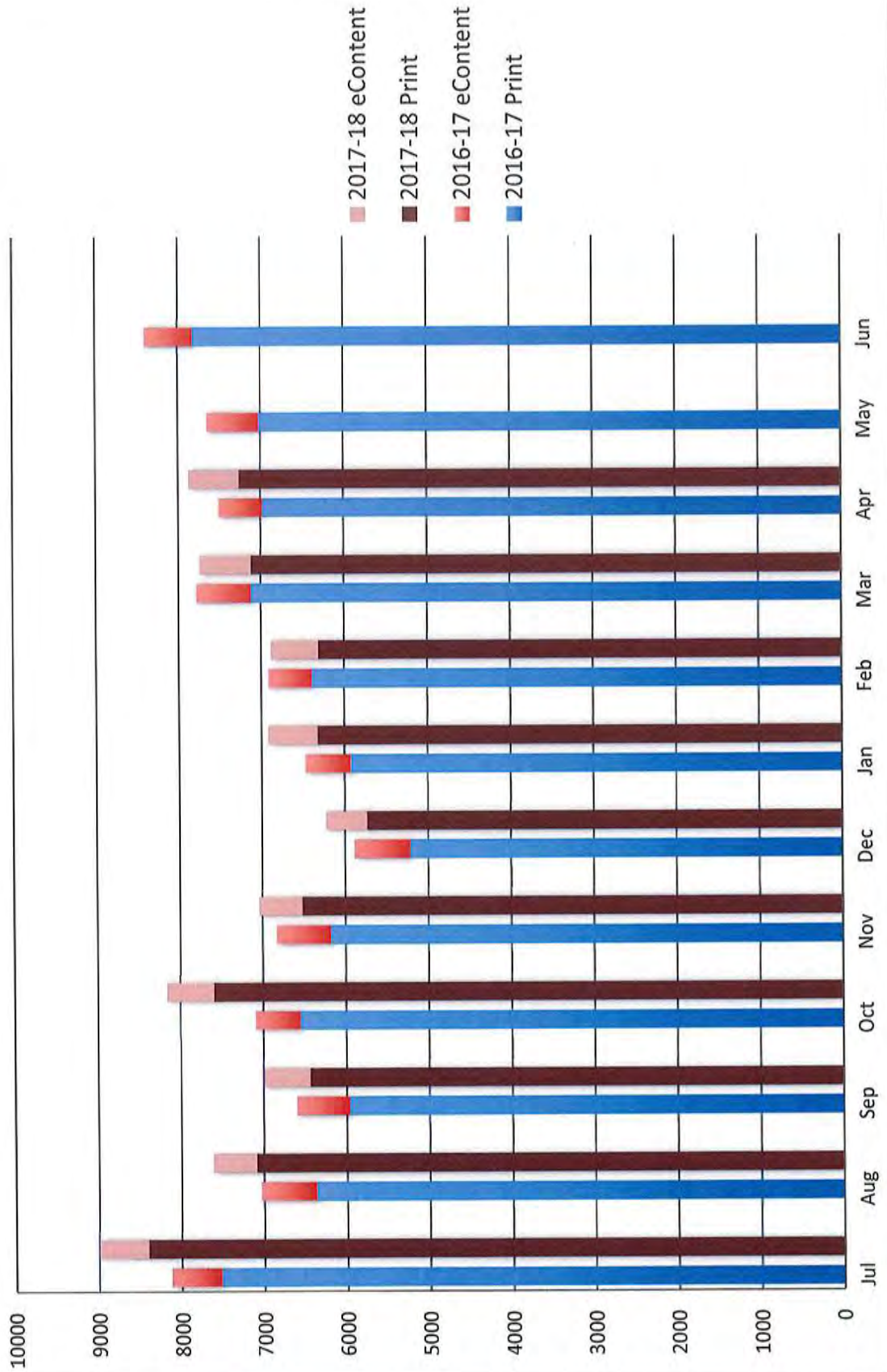
1. **Family Evenings-** We had 135 people in attendance for The Chameleons as they performed “Mime Over Matter” in celebration of National Library Week on Tuesday, April 10th. We will have two Family Programs in May, a Cinco De Mayo Celebration with music and dancing, and Storyteller Jim Cogan.
2. **Teen Scene-** We had 14 teens for our Teen Scene Birthday meeting on Thursday, April 5th, we celebrated with games, books, and birthday cake. There were 8 teens that joined us for Movie Day on Thursday, April 26th as we screened “Bridge to Terabithia.” Upcoming meetings in May will include a Mother’s Day Craft and a Camping Theme.
3. **Maker Box Collective-** “LED Circuit Craft”. There were 7 students (ages 8-15) who came to sew their own LED bracelet on Thursday, April 19th. Our next Maker Box event will be held on Thursday, May 17, from 3:30-5pm. Participants will build a Rube Goldberg Machine.
4. **Ongoing Programs –**
 - a. **Story time (4) 120**
 - b. **LEGO (8) 146**
 - c. **Barking for Books (4) 31**

REGULAR MEETING OF MAY 22, 2018
I(c) REPORTS: VOLUNTEER COORDINATOR

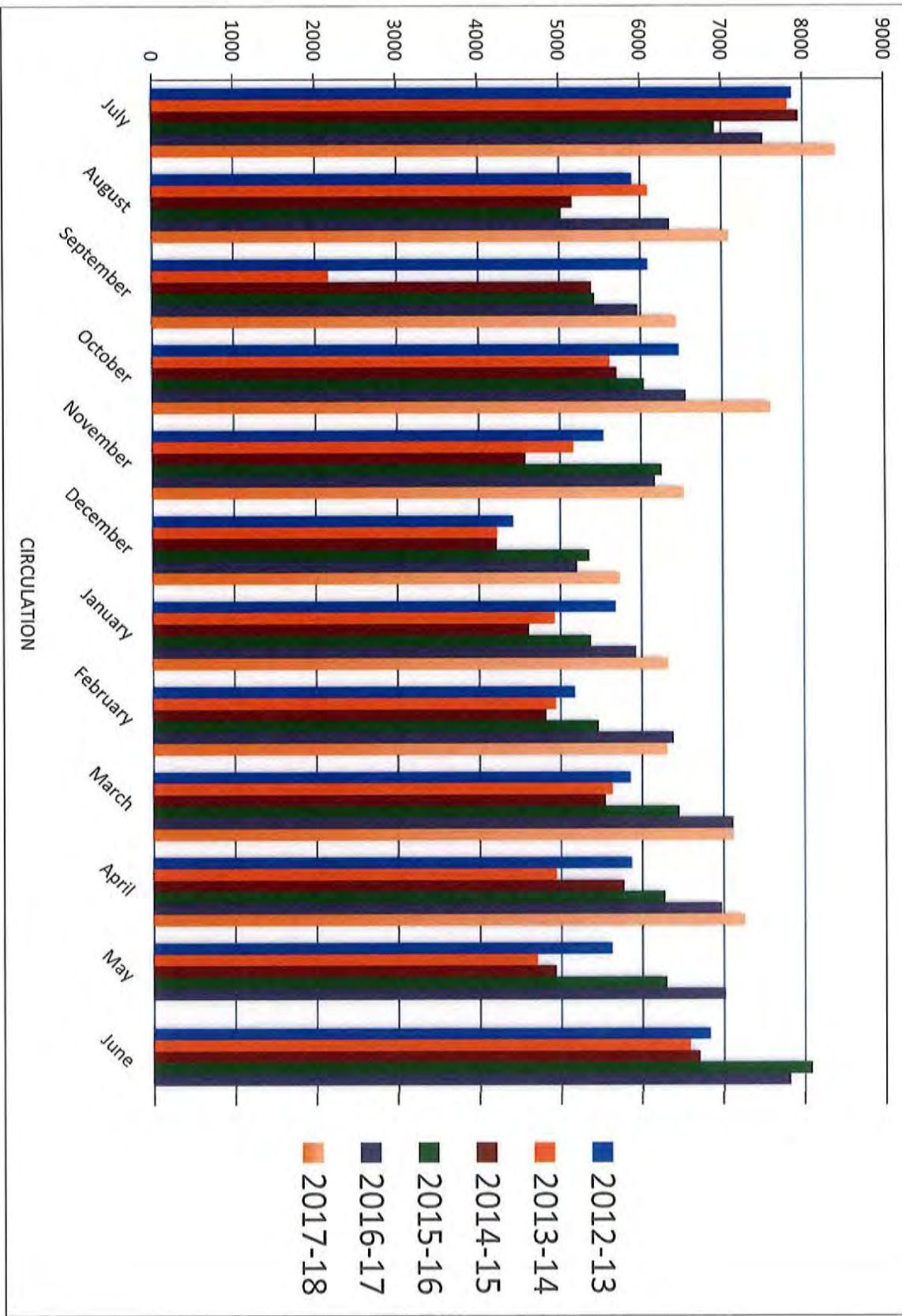
REGULAR MEETING OF MAY 22, 2018
I(d) REPORTS: DISTRICT DIRECTOR'S REPORT

1. Statistics
2. RFID Project
3. Pitch An Idea Grant
4. Exterior video cameras
5. New meeting room
6. General Fund Account
- 7.

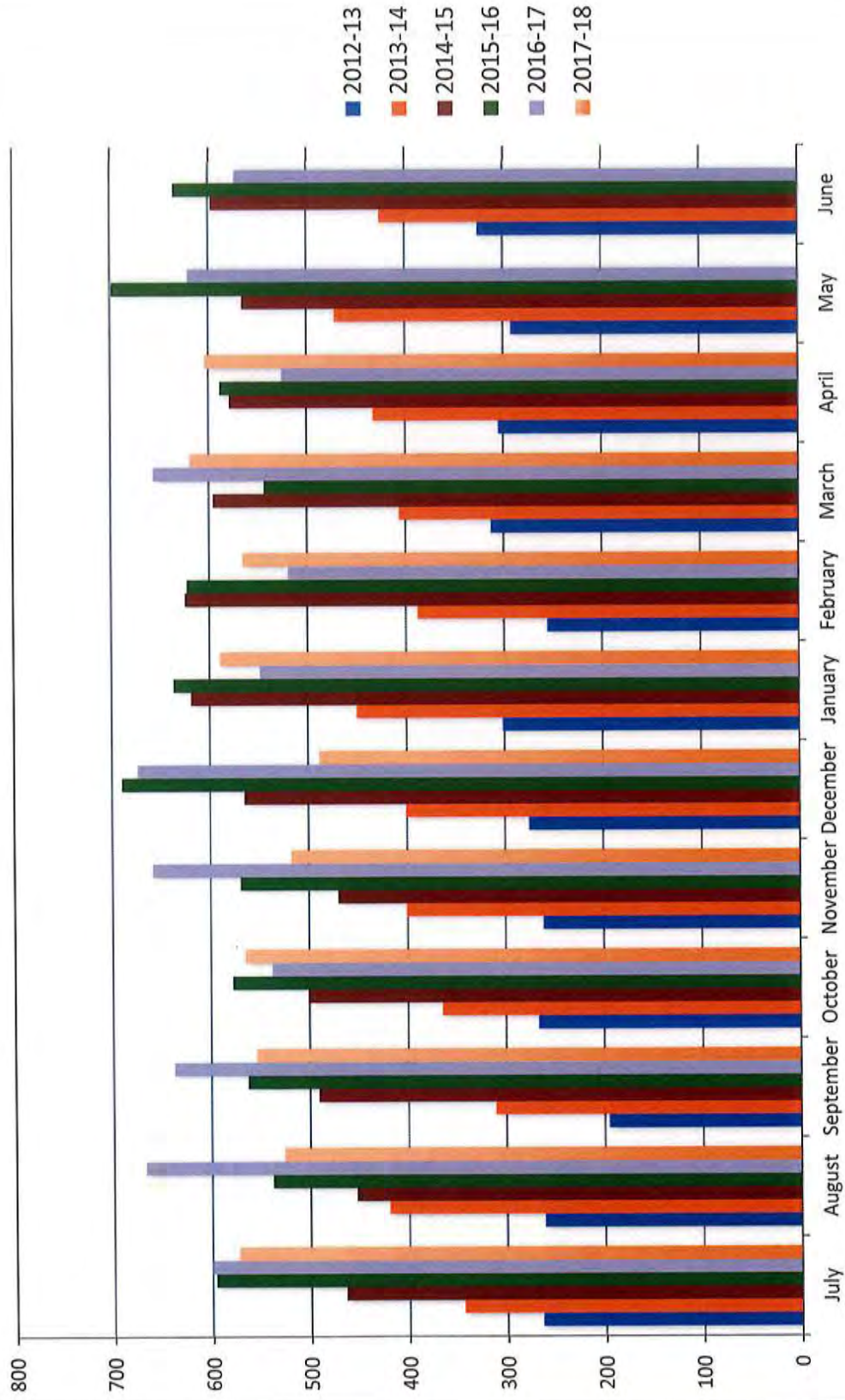
TOTAL CIRCULATION



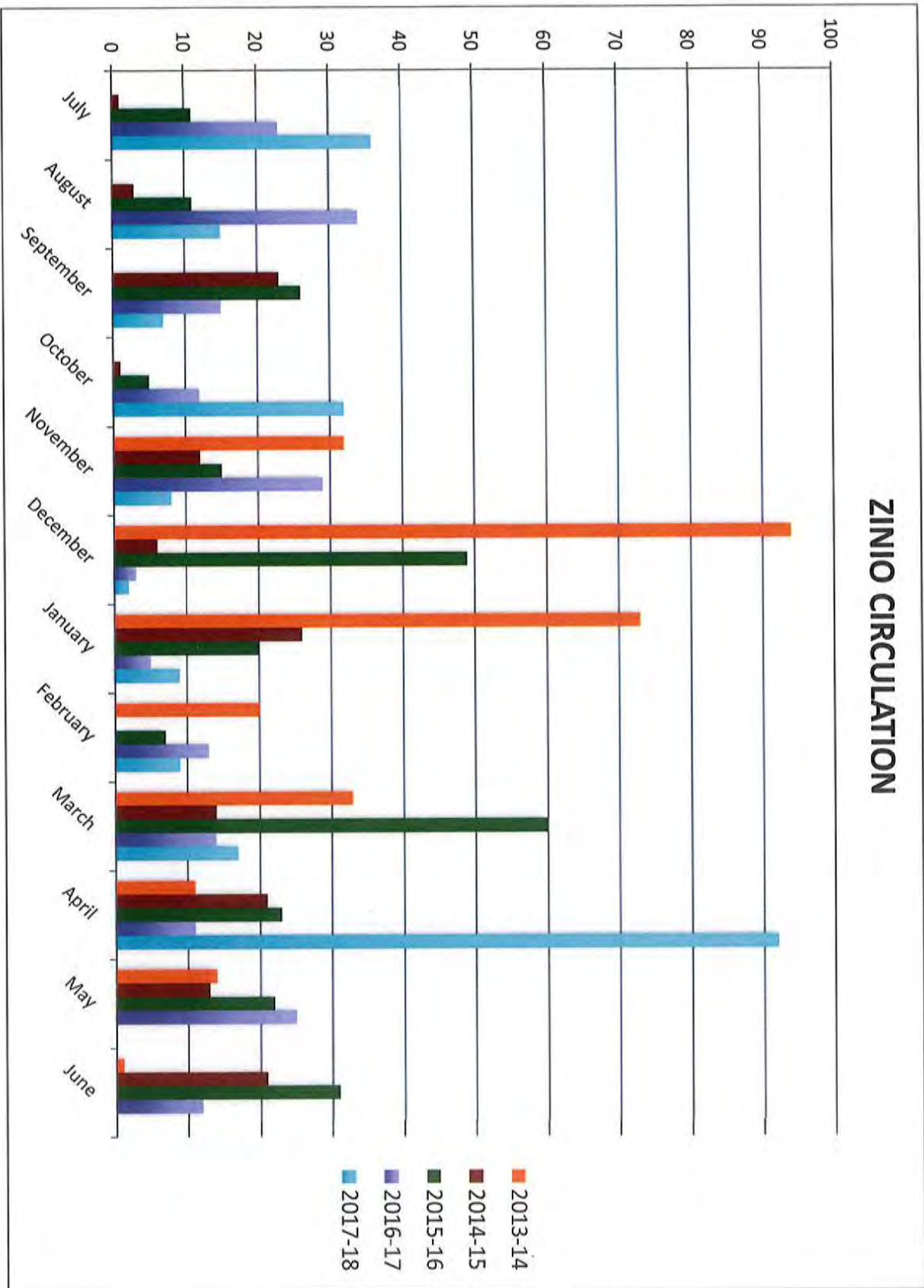
TOTAL PRINT CIRCULATION



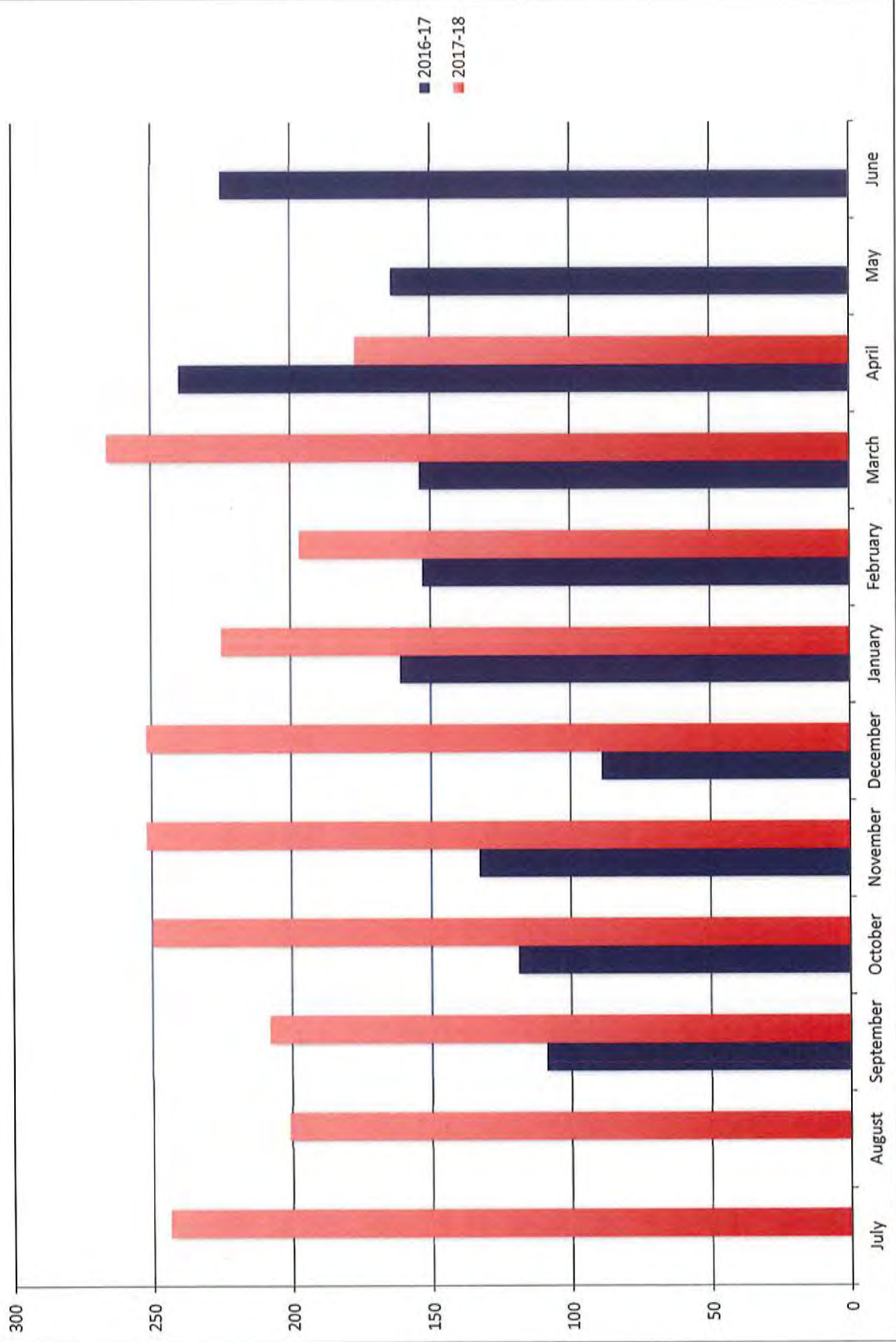
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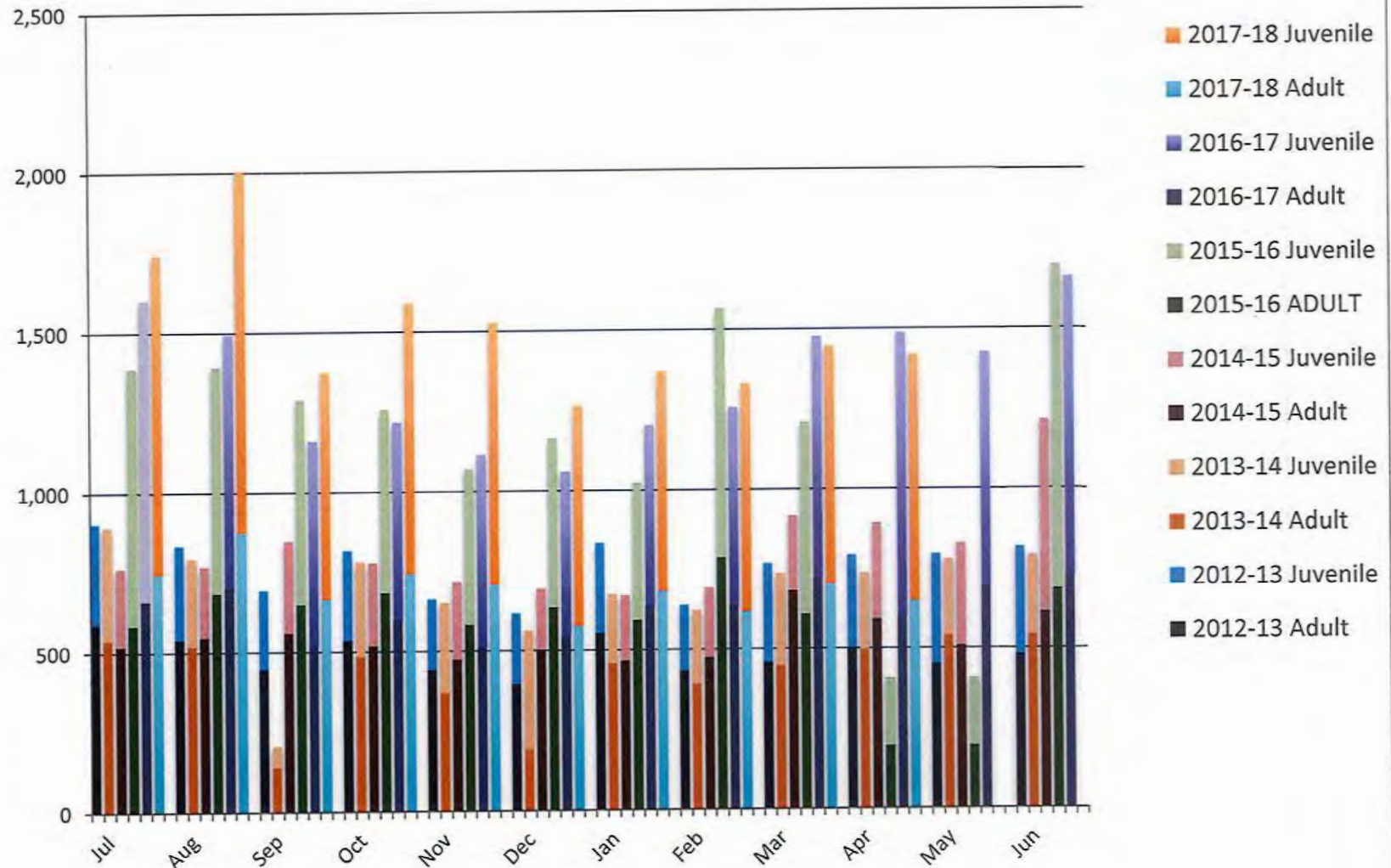
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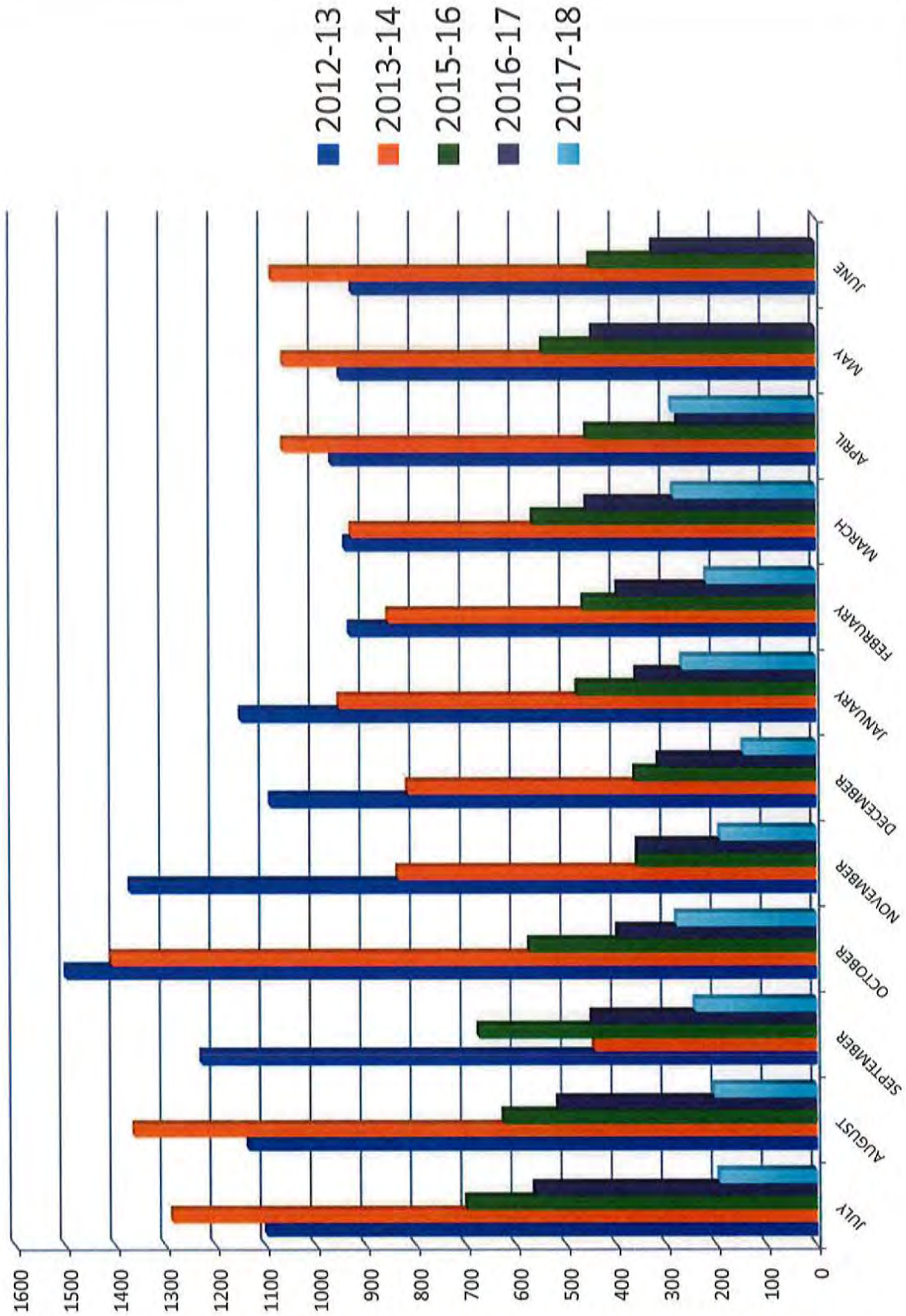
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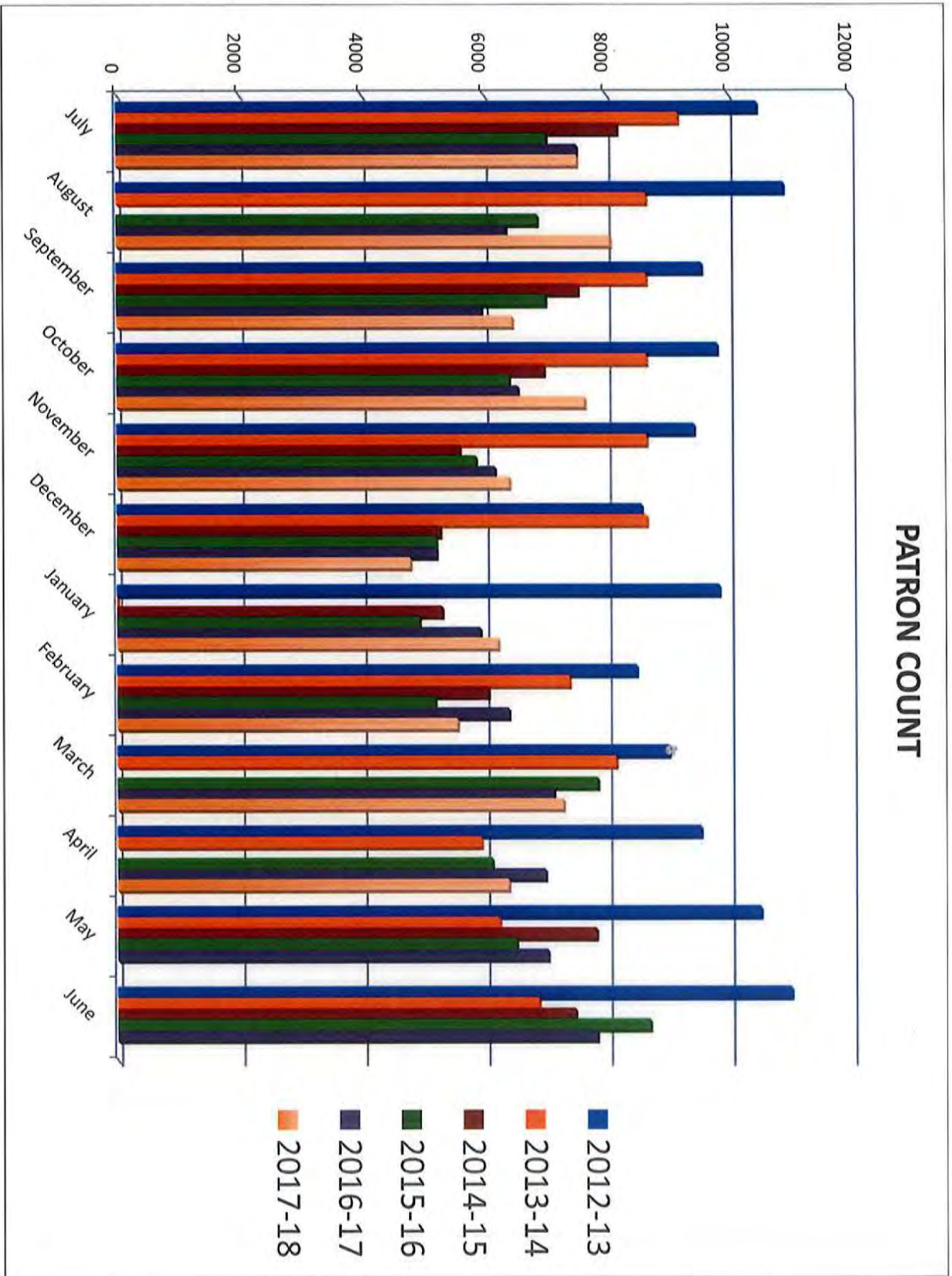
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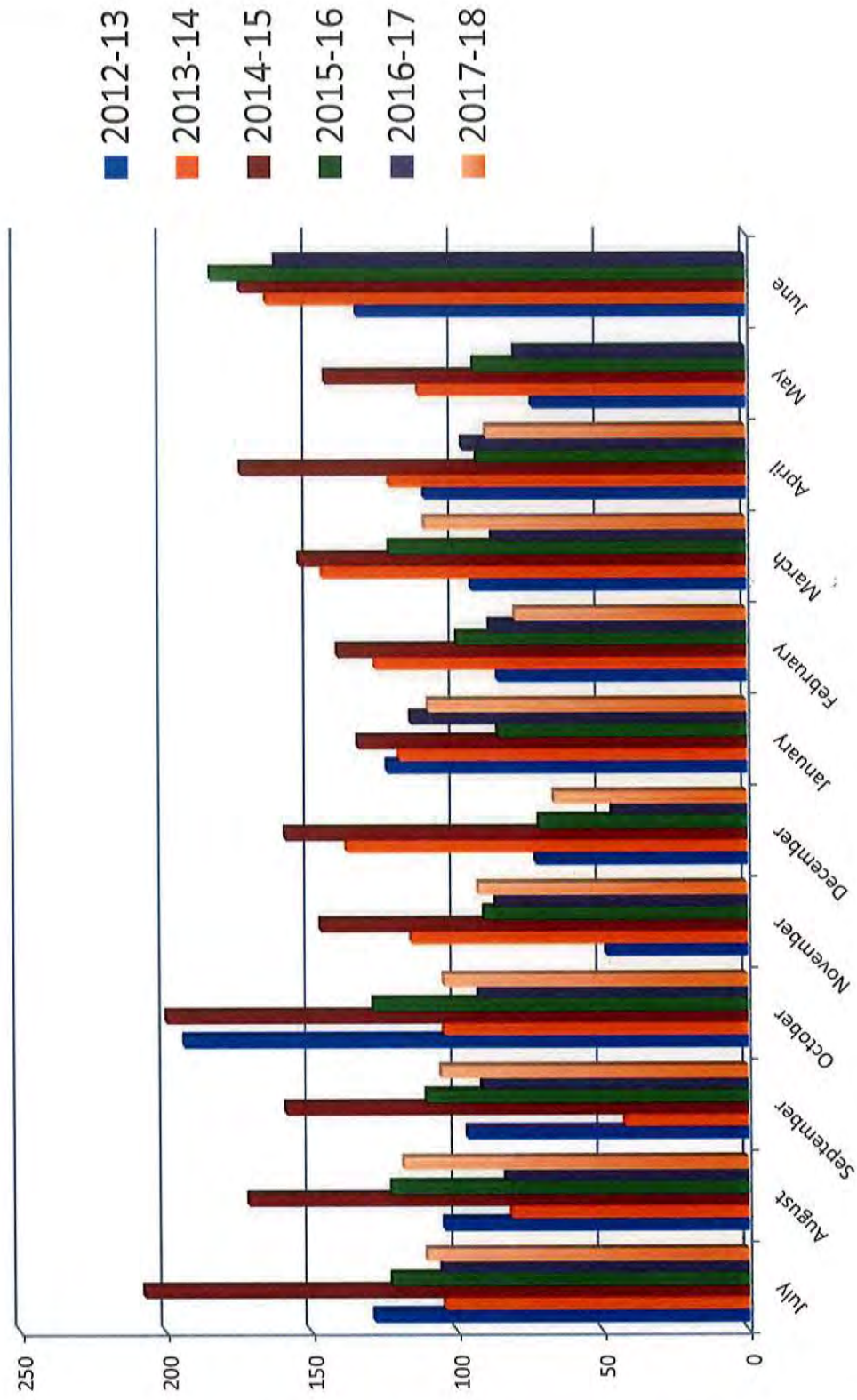
REFERENCE INQUIRIES



PATRON COUNT



PATRON REGISTRATIONS



VOLUMES ADDED

