



SAN MATEO COUNTY LAW LIBRARY
710 Hamilton Street
Redwood City, CA 94063
650-363-4913
www.smclawlibrary.org

May 18, 2016

BOARD OF LAW LIBRARY TRUSTEES MEETING
LAW LIBRARY CONFERENCE ROOM

Materials related to an item on this Agenda are available for public inspection at the Law Library during normal business hours.

Meetings are accessible to people with disabilities. Individuals who need special assistance or a disability-related modification or accommodation to participate in this meeting, or who have a disability and wish to request an alternative format for the agenda, meeting notice, agenda packet or other writings that may be distributed at the meeting, should contact the Law Library at least three (3) days prior to the meeting. Notification in advance of the meeting will enable the Law Library to make reasonable arrangements to ensure accessibility to this meeting and materials related to it.

Members of the public may be heard on any item on the Agenda. Persons addressing the Board will be limited to five minutes unless the President of the Board grants a longer period of time. The Board will only allow comments by members of the public on an item on the agenda during discussion of the item.

THURSDAY, May 26, 2016, 12:15 P.M.

AGENDA

1. CLOSED SESSION

- a. The Board will meet in closed session to discuss staffing issues. At the conclusion of the closed session the Board will report on any action(s) taken for which a report is required by law.

2. REGULAR SESSION

- a. Approval of Minutes of the March 24, 2016 meeting. (page 1-2)
- b. Acceptance of Report of Expenses for Period 9 (March) and Period 10 (April) of FY 2015-2016. (pages 2-12)
- c. Informational Updates:
- Law Library Foundation update. (page 13)
 - Law Library relocation.(pages 14-17)
 - FY 2016-2017 Budget. (pages 18-19)
 - First Quarter Report, Silicon Valley Community Foundation Law Library Fund (pages 20-21)
- d. Report of the San Mateo County Bar Association.

e. Public open comment.

3. ADJOURNMENT

NEXT MEETING: JUNE 23, 2016

Mark Your Calendar!

2016 San Mateo County Law Library Board of Trustees Meeting Schedule:

- June 23, 2016
- No meeting in July, 2016
- August 25, 2016
- September 22, 2016
- October 27, 2016
- December 15, 2016

SAN MATEO COUNTY LAW LIBRARY
MINUTES OF THE MEETING OF THE BOARD OF LAW LIBRARY TRUSTEES

Date: March 24, 2016

Meeting Location: San Mateo County Law Library
710 Hamilton St., Redwood City, CA 93063

Members in attendance:

President:	STEVEN SHAIMAN
Trustee:	ROBERT FOILES
Trustee:	CAROLE GROOM
Trustee:	JOSEPH SCOTT
Trustee:	JACQUELYN BROWN
Trustee:	RAYMOND SWOPE
Library Director:	ANDREW GURTHET

There was no need for a closed session. Therefore, the meeting convened in open session at 12:15 pm, joined by Martin Fox, Esq.

The minutes of the January 28, 2016 meeting were unanimously approved upon motion of Trustee Foiles and seconded by Trustee Swope. And, the Report of Expenses for Period 7, January 2016 and Period 8, February 2016 were reviewed by the Board and unanimously approved by motion of Trustee Shaiman with a second from Trustee Swope.

Director Gurthet next informed the Board of the following:

- The San Mateo County Bar Association celebrated its 100th anniversary by hosting a Gala. At the Gala, the Barristers' Club presented the Law Library with a donation of \$1500.
- Director Gurthet and Caroline Bracco both attended the recent CCCLL Spring Conference in Sacramento as well as visited several legislatures to advocate for a one-time budget appropriation of \$16.5 million for California County Law Libraries.
- The Law Library Foundation's 501(c)3 status has been approved. The Bylaws are still in progress with Attorney Colleen MacAvoy. The Friends of the Law Library group have been working to establish the various Foundation officers and bank account details. It is hoped to have the Foundation finalized and ready to begin fundraising in the next month or so.
- The Law Library's Silicon Valley Community Foundation fund continues to grow per the latest quarterly statement.

Next, Director Gurthet proposed opening the Law Library again from 12noon to 4pm on Saturdays. After review and upon motion of Trustee Shaiman and second of Trustee Groom, the Board unanimously did not accept this proposal out of concern that it is still premature given the Law Library's current financial status as well as concerns by the Friends of the Law Library that opening Saturdays will dilute their efforts to fundraise for restoring all hours, including Saturdays.

Next, Trustee Brown informed the Board of recent efforts of the San Mateo County Bar Association to support the Law Library, in particular the desire by the current Bar President to legislate via a letter to be drafted by Trustee Brown and Director Gurthet.

Public comment followed with Marty Fox.

Upon Trustee Foile's motion to adjourn with a second from Trustee Schaiman the meeting adjourned at 1:05pm.

Respectfully submitted,
Andrew Gurthet
Library Director, Secretary-Librarian, Ex-officio

Expenses for Period 9 (March)

Expenses
FY 2015-2016
Period 9 (March)

10861	Blue, Shannon	\$800.00
10862	Bracco, Caroline (Reimbursement)	\$218.90
10863	CALPERS	\$1,166.86
10863	CALPERS	\$1,166.86
10863	CALPERS	\$1,166.86
10863	CALPERS	\$668.00
10863	CALPERS	\$0.87
10864	California Security	\$26.25
10865	Gurthet, Andrew (Reimbursement)	\$298.90
10866	Gurthet, Andrew (Petty Cash)	\$100.00
10867	Ingram Library Services	\$54.03
10868	LexisNexis (Advance)	\$3,311.00
10869	LexisNexis (Matthew Bender)	\$1,973.99
10870	Office Depot	\$18.87
10871	SydneyPLUS	\$6,999.00
10872	Treat, Richard	\$1,000.00
10873	UBS	\$617.00
10874	UC Regents (CEB)	\$1,936.45
10875	West Group (Thomson Reuters)	\$2,474.11
10875	West Group (Westlaw Next)	\$4,729.00
10875	West Group (Thomson Reuters)	\$1,248.00
10876	Xerox	\$425.14
10877	Bracco, Caroline	\$4,320.00
10878	Gurthet, Andrew	\$7,539.20
10879	Rhoades, Jan	\$3,696.00
10880	Medicare	\$207.30
10881	Active Employee Benefits	\$5,068.76
10882	Retired Employee Benefits	\$2,036.97

Total: \$53,268.32

July August September October November December January February March

FILING FEE INCOME

Unlimited	\$26,612.34	\$27,963.18	\$28,802.53	\$27,730.76	\$29,031.85	\$29,768.85	\$26,334.03	\$26,917.32	\$23,836.61
Limited	\$13,601.70	\$14,448.27	\$14,916.94	\$12,070.02	\$13,649.66	\$13,697.43	\$11,269.23	\$13,265.15	\$13,184.72
Small Claims	\$147.40	\$308.71	\$309.35	\$236.35	\$198.54	\$264.46	\$61.18	\$75.42	\$264.12
TOTAL:	\$40,361.44	\$42,720.16	\$44,028.82	\$40,037.13	\$42,880.05	\$43,730.74	\$37,664.44	\$40,257.89	\$37,285.45

LIBRARY GENERATED INCOME

Copy Machines	\$1,033.96	\$838.40	\$535.86	\$583.42	\$411.19	\$445.86	\$630.97	\$480.26	\$464.60
Computer Printer	\$105.75	\$23.50	\$105.75	\$27.75	\$31.75	\$21.00	\$32.00	\$18.50	\$21.25
Conference Room	\$427.00	\$297.50	\$530.00	\$745.00	\$197.50	\$292.50	\$340.00	\$630.00	\$290.00
Overdue Fines	\$12.00	\$26.00	\$4.00	\$23.00	\$28.00	\$20.00	\$26.00	\$3.00	\$26.00
CEB Audio Check Out Fee	\$105.00	\$60.00	\$30.00	\$70.00	\$60.00	\$95.00	\$175.00	\$20.00	\$20.00
MICLE Class Charge	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Reserve Book Fee	\$150.00	\$230.00	\$75.00	\$60.00	\$80.00	\$30.00	\$100.00	\$90.00	\$100.00
Used Book Sales	\$176.50	\$37.00	\$43.00	\$53.00	\$107.00	\$93.00	\$82.00	\$64.00	\$50.00
Lost Book Payment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Donations	\$1,534.15	\$20.00	\$20.00	\$25.00	\$162.00	\$5,100.00	\$8,334.00	\$0.00	\$1,800.00
Extra Computer Time	\$60.00	\$50.00	\$0.00	\$10.00	\$0.00	\$10.00	\$0.00	\$0.00	\$5.00
Vendor Credits/Refunds	\$0.00	\$0.00	\$5,004.44	\$0.00	\$191.00	\$0.00	\$0.00	\$0.00	\$12.55
SVCF Withdrawals	\$0.00	\$0.00	\$6,031.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Grants	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL:	\$3,604.36	\$1,582.40	\$12,379.05	\$1,597.17	\$1,268.44	\$6,107.36	\$9,719.97	\$1,305.76	\$2,789.40

TRIAL BALANCE REPORTED INCOME

Interest	\$0.00	\$0.00	\$0.00	\$510.20	\$0.00	\$0.00	\$518.61	\$0.00	\$0.00
Lehman Bad Debt Recovery	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Credits/Refunds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$5.00	\$0.00	\$0.00	\$0.00
TOTAL:	\$0.00	\$0.00	\$0.00	\$510.20	\$0.00	-\$5.00	\$518.61	\$0.00	\$0.00

PERIOD TOTAL

CASH ON HAND REPORT

FY 2014-2015

Period	Total Income	Total Expenses	Cash on Hand
July	\$43,965.80	\$59,317.43	\$278,488.19
August	\$44,302.56	\$51,057.23	\$271,733.52
September	\$56,407.87	\$54,091.49	\$274,049.90
October	\$42,144.50	\$55,069.66	\$261,124.74
November	\$44,148.49	\$44,463.60	\$260,809.63
December	\$49,833.10	\$51,648.00	\$258,994.73
January	\$47,903.02	\$49,190.35	\$257,707.40
February	\$41,563.65	\$45,457.91	\$255,850.11
March	\$40,074.85	\$53,268.32	\$240,619.67
April			
May			
June			
July Interest			



Average/Month	\$45,593.76	\$51,507.11
Difference/Month	\$5,913.35	

NUMBER OF COURT FILINGS
FY 2007-PRESENT

UNLIMITED JURISDICTION	2007-2008	2008-2009	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016
Period 1, July	836	766	825	827	928	877	865	772	691
Period 2, August	806	863	944	877	980	820	708	818	726
Period 3, September	792	811	988	906	786	769	730	787	748
Period 4, October	846	801	903	883	809	819	843	723	720
Period 5, November	755	733	863	929	789	730	759	799	754
Period 6, December	834	853	872	795	825	925	817	801	773
Period 7, January	779	686	870	886	875	679	739	630	684
Period 8, February	705	806	929	873	855	688	753	705	696
Period 9, March	798	1022	797	943	794	715	761	630	619
Period 10, April	781	886	861	806	821	652	702	687	
Period 11, May	771	901	1040	992	961	787	797	753	
Period 12, June	787	1003	1025	908	838	765	872	825	
TOTALS	9490	10131	10917	10625	10261	9226	9346	8930	6411
LIMITED JURISDICTION	2007-2008	2008-2009	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016
Period 1, July	737	807	806	857	765	675	474	478	357
Period 2, August	705	957	852	911	674	661	582	441	376
Period 3, September	643	829	856	857	553	633	631	417	391
Period 4, October	917	1058	830	1050	684	598	645	391	315
Period 5, November	667	927	993	828	649	573	512	381	366
Period 6, December	805	931	637	965	585	626	540	379	361
Period 7, January	736	797	743	830	502	559	440	401	296
Period 8, February	740	1077	963	831	750	520	479	380	358
Period 9, March	909	722	665	869	619	825	446	345	351
Period 10, April	954	914	720	702	704	399	537	350	
Period 11, May	787	838	1078	970	622	658	494	355	
Period 12, June	820	1036	1060	755	560	465	522	382	
TOTALS	9420	10893	10203	10425	7667	7192	6302	4700	3171

UCF eff. Jan 06; Inc. \$2 Sm. Clms., >\$5K (Appeals:Current fee portion); Income posts 2 mos after.

NUMBER OF COURT FILINGS
FY 2007-PRESENT

SMALL CLAIMS	2007-2008	2008-2009	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016
Period 1, July	53	55	65	51	49	67	52	39	38
Period 2, August	56	58	59	42	58	52	41	47	46
Period 3, September	51	60	68	55	39	36	51	49	46
Period 4, October	56	60	58	47	58	50	50	39	46
Period 5, November	52	59	50	46	50	49	46	45	29
Period 6, December	57	66	58	51	36	38	56	52	39
Period 7, January	45	38	45	39	54	37	30	28	31
Period 8, February	39	70	49	55	48	52	51	40	38
Period 9, March	54	60	51	59	55	43	42	46	42
Period 10, April	76	50	51	53	66	30	33	42	
Period 11, May	58	62	63	60	59	45	62	49	
Period 12, June	61	68	49	44	62	54	56	60	
TOTALS	658	706	666	602	634	553	570	536	355

UCF eff. Jan 06; Inc. \$2 Sm. Clms., >\$5K (Appeals:Current fee portion); Income posts 2 mos after.

Expenses for Period 10 (April)

San Mateo County Law Library

Expenses
FY 2015-2016
Period 10 (April)

10883	ALM	\$589.00
10884	Blue, Shannon	\$800.00
10885	Bracco, Caroline (Reimbursement)	\$223.86
10886	California Security	\$26.25
10887	CALPERS	\$1,166.86
10887	CALPERS	\$1,166.86
10887	CALPERS	\$668.00
10887	CALPERS	\$0.01
10888	Daily Journal	\$858.92
10888	Daily Journal	\$278.00
10889	Gurthet, Andrew (Reimbursement)	\$129.37
10890	Gurthet, Andrew (Petty Cash)	\$100.00
10891	Ingram Library Services	\$153.82
10892	LawPress Corporation	\$248.70
10893	LexisNexis (Advance)	\$3,311.00
10894	LexisNexis (Matthew Bender)	\$1,973.99
10895	Local Government Publications	\$118.66
10896	National Consumer Law Center	\$820.00
10897	Nolo Press Occidental	\$62.64
10898	Office Depot	\$74.51
10899	State Bar of California	\$50.00
10900	Treat, Richard	\$1,000.00
10901	UBS	\$617.00
10902	United States Postal Service	\$298.25
10903	UC Regents (CEB)	\$2,565.25
10904	West Group (Thomson Reuters)	\$2,474.11
10904	West Group (Westlaw Next)	\$4,729.00
10905	Wiley & Sons, Inc.	\$185.75
10906	Xerox	\$421.22
10907	Bracco, Caroline	\$6,480.00
10908	Gurthet, Andrew	\$9,424.00
10909	Rhoades, Jan	\$5,544.00
10910	Medicare	\$292.74
10911	Active Employee Benefits	\$5,068.76
10912	Retired Employee Benefits	\$2,036.97

Total: \$53,957.50

July August September October November December January February March

FILING FEE INCOME

Unlimited	\$26,612.34	\$27,963.18	\$28,802.53	\$27,730.76	\$29,031.85	\$29,768.85	\$26,334.03	\$26,917.32	\$23,836.61
Limited	\$13,601.70	\$14,448.27	\$14,916.94	\$12,070.02	\$13,649.66	\$13,697.43	\$11,269.23	\$13,265.15	\$13,184.72
Small Claims	\$147.40	\$308.71	\$309.35	\$236.35	\$198.54	\$264.46	\$61.18	\$75.42	\$264.12
TOTAL:	\$40,361.44	\$42,720.16	\$44,028.82	\$40,037.13	\$42,880.05	\$43,730.74	\$37,664.44	\$40,257.89	\$37,285.45

LIBRARY GENERATED INCOME

Copy Machines	\$1,033.96	\$838.40	\$535.86	\$583.42	\$411.19	\$445.86	\$630.97	\$480.26	\$464.60
Computer Printer	\$105.75	\$23.50	\$105.75	\$27.75	\$31.75	\$21.00	\$32.00	\$18.50	\$21.25
Conference Room	\$427.00	\$297.50	\$530.00	\$745.00	\$197.50	\$292.50	\$340.00	\$630.00	\$290.00
Overdue Fines	\$12.00	\$26.00	\$4.00	\$23.00	\$28.00	\$20.00	\$26.00	\$3.00	\$26.00
CEB Audio Check Out Fee	\$105.00	\$60.00	\$30.00	\$70.00	\$60.00	\$95.00	\$175.00	\$20.00	\$20.00
MGLE Class Charge	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Reserve Book Fee	\$150.00	\$230.00	\$75.00	\$60.00	\$80.00	\$30.00	\$100.00	\$90.00	\$100.00
Used Book Sales	\$176.50	\$37.00	\$43.00	\$53.00	\$107.00	\$93.00	\$82.00	\$64.00	\$50.00
Lost Book Payment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Donations	\$1,534.15	\$20.00	\$20.00	\$25.00	\$162.00	\$5,100.00	\$8,334.00	\$0.00	\$1,800.00
Extra Computer Time	\$60.00	\$50.00	\$0.00	\$10.00	\$0.00	\$10.00	\$0.00	\$0.00	\$5.00
Vendor Credits/Refunds	\$0.00	\$0.00	\$5,004.44	\$0.00	\$191.00	\$0.00	\$0.00	\$0.00	\$12.55
SVCF Withdrawals	\$0.00	\$0.00	\$6,031.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Grants	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL:	\$3,604.36	\$1,582.40	\$12,379.05	\$1,597.17	\$1,268.44	\$6,107.36	\$9,719.97	\$1,305.76	\$2,789.40

TRIAL BALANCE REPORTED INCOME

Interest	\$0.00	\$0.00	\$0.00	\$510.20	\$0.00	\$0.00	\$518.61	\$0.00	\$0.00
Lehman Bad Debt Recovery	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Credits/Refunds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$5.00	\$0.00	\$0.00	\$0.00
TOTAL:	\$0.00	\$0.00	\$0.00	\$510.20	\$0.00	-\$5.00	\$518.61	\$0.00	\$0.00

INCOME REPORT

FY 2014-15

April May June July Interest Category Totals

\$28,330.50					Unlimited
\$11,368.15					Limited
\$220.60					Small Claims
\$39,919.25	\$0.00	\$0.00			TOTAL

cross check \$408,885.37

\$494.32					Copy Machines
\$40.75					Computer Printer
\$310.00					Conference Room
\$33.00					Overdue Fines
\$25.00					GEB Audio Check Out Fee
\$0.00					MCLE Class Charge
\$80.00					Reserve Book Fee
\$91.00					Used Book Sales
\$0.00					Lost Book Payment
\$53.56					Donations
\$0.00					Extra Computer Time
\$0.00					Credits / Refunds
\$0.00					SVCF Withdrawals
\$0.00					Grants
\$0.00					Other
\$1,127.63	\$0.00	\$0.00			TOTAL

cross check \$41,481.54

\$531.12					Interest
\$0.00					Lehman Bad Debt Recovery
\$0.00					Credits/Refunds
\$0.00					Other
\$531.12	\$0.00	\$0.00	\$0.00		TOTAL

cross check \$1,554.93

[REDACTED]

CASH ON HAND REPORT

FY 2014-2015

Period	Total Income	Total Expenses	Cash on Hand
July	\$43,965.80	\$59,317.43	\$278,488.19
August	\$44,302.56	\$51,057.23	\$271,733.52
September	\$56,407.87	\$54,091.49	\$274,049.90
October	\$42,144.50	\$55,069.66	\$261,124.74
November	\$44,148.49	\$44,463.60	\$260,809.63
December	\$49,833.10	\$51,648.00	\$258,994.73
January	\$47,903.02	\$49,190.35	\$257,707.40
February	\$41,563.65	\$45,457.91	\$255,850.11
March	\$40,074.85	\$53,268.32	\$240,619.67
April	\$41,578.00	\$53,957.50	\$228,240.17
May			
June			
July Interest			
TOTAL			

Average/Month \$45,192.18 \$51,752.15
 Difference/Month \$6,559.96

NUMBER OF COURT FILINGS
FY 2007-PRESENT

UNLIMITED JURISDICTION	2007-2008	2008-2009	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016
Period 1, July	836	766	825	827	928	877	865	772	691
Period 2, August	806	863	944	877	980	820	708	818	726
Period 3, September	792	811	988	906	786	769	730	787	748
Period 4, October	846	801	903	883	809	819	843	723	720
Period 5, November	755	733	863	929	789	730	759	799	754
Period 6, December	834	853	872	795	825	925	817	801	773
Period 7, January	779	686	870	886	875	679	739	630	684
Period 8, February	705	806	929	873	855	688	753	705	696
Period 9, March	798	1022	797	943	794	715	761	630	619
Period 10, April	781	886	861	806	821	652	702	687	736
Period 11, May	771	901	1040	992	961	787	797	753	
Period 12, June	787	1003	1025	908	838	765	872	825	
TOTALS	9490	10131	10917	10625	10261	9226	9346	8930	7147
LIMITED JURISDICTION	2007-2008	2008-2009	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016
Period 1, July	737	807	806	857	765	675	474	478	357
Period 2, August	705	957	852	911	674	661	582	441	376
Period 3, September	643	829	856	857	553	633	631	417	391
Period 4, October	917	1058	830	1050	684	598	645	391	315
Period 5, November	667	927	993	828	649	573	512	381	366
Period 6, December	805	931	637	965	585	626	540	379	361
Period 7, January	736	797	743	830	502	559	440	401	296
Period 8, February	740	1077	963	831	750	520	479	380	358
Period 9, March	909	722	665	869	619	825	446	345	351
Period 10, April	954	914	720	702	704	399	537	350	314
Period 11, May	787	838	1078	970	622	658	494	355	
Period 12, June	820	1036	1060	755	560	465	522	382	
TOTALS	9420	10893	10203	10425	7667	7192	6302	4700	3485

UCF eff. Jan 06; Inc. \$2 Sm. Clms., >\$5K (Appeals:Current fee portion); Income posts 2 mos after.

NUMBER OF COURT FILINGS
FY 2007-PRESENT

SMALL CLAIMS	2007-2008	2008-2009	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016
Period 1, July	53	55	65	51	49	67	52	39	38
Period 2, August	56	58	59	42	58	52	41	47	46
Period 3, September	51	60	68	55	39	36	51	49	46
Period 4, October	56	60	58	47	58	50	50	39	46
Period 5, November	52	59	50	46	50	49	46	45	29
Period 6, December	57	66	58	51	36	38	56	52	39
Period 7, January	45	38	45	39	54	37	30	28	31
Period 8, February	39	70	49	55	48	52	51	40	38
Period 9, March	54	60	51	59	55	43	42	46	42
Period 10, April	76	50	51	53	66	30	33	42	38
Period 11, May	58	62	63	60	59	45	62	49	
Period 12, June	61	68	49	44	62	54	56	60	
TOTALS	658	706	666	602	634	553	570	536	393

UCF eff. Jan 06; Inc. \$2 Sm. Clms., >\$5K (Appeals:Current fee portion); Income posts 2 mos after.

Law Library Foundation

Directors and Board Members

4/1/16

Directors		
Jeff Loew	President	
Walter Shjeflo	Vice-President	
Steve Droz	Treasurer	
Karen Sparks	Asst. Treasurer	
Andrew Gurthet	Secretary	
Caroline Bracco	Asst. Secretary	
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Mary Pryce		
Jeff Windsor		
Donavon Marble		
Harry Macey		
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Roxanne Jen		
Tom Feledy		
Jacquelyn Brown		Law Library Board Appointment
Steve Schaimen		Law Library Board Appointment
Margaret Copenhagen		Law Library Board Appointment

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From the Silicon Valley Business Journal:

<http://www.bizjournals.com/sanjose/news/2016/03/25/key-downtown-redwood-city-site-for-sale-as.html>

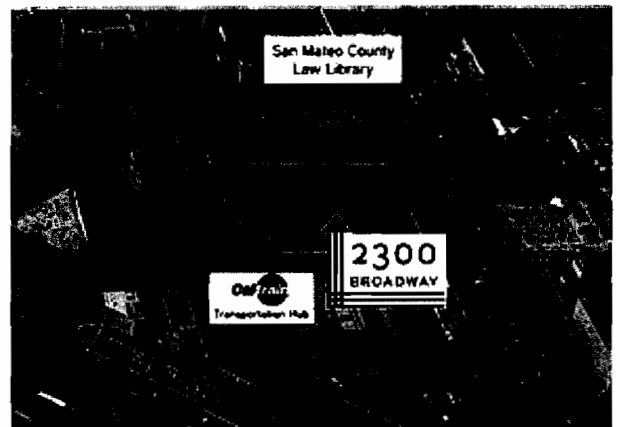
Key Downtown Redwood City site for sale as officials consider tweaks to downtown plan

Mar 25, 2016, 1:35pm PDT

Redwood City's downtown has boomed in the last couple years, with parking lots and low-density commercial buildings giving way to shiny new apartment and office towers.

The next hot property that could see big changes? A nearly 40,000-square-foot parcel that's for sale at 2300 Broadway, across the street from the Fox Theatre and the historic county courthouse, and just a block from Caltrain. It's considered among the best-located spots for redevelopment in the compact central business district.

But just what a buyer could do on the site, long owned by **J.P. Morgan Chase** — which also operates a Chase bank branch there — is something of a moving target. That's because of limits in the city's downtown precise plan and the changing mood of city leaders, who recently reserved much of the area's remaining residential capacity for affordable units. And the affordable bucket could grow even further.



The site at 2300 Broadway is just under 40,000 square feet.

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The dynamic crystalizes how shifting city development priorities can impact what gets built and what doesn't, crowding out some opportunities while boosting others. In the case of Redwood City, an unprecedented building boom has led to resident pushback amid rising concerns about traffic and housing affordability. That's pushed some council members in a slower-growth direction, with others seeking to promote affordable development.

"In the context of development, this is a council that wants to slow some things down," said council member Jeff Gee, a moderate pro-business voice on the dais.

Here's what's going on. Redwood City's downtown plan allowed for about 500,000 square feet of new office space to be developed there — but that space is now largely spoken for, thanks to office developers snapping it up way faster than anyone predicted back when the plan was approved in 2011.

As for residential, 2,500 new units were allowed under the plan, with no affordability requirement. About 1,925 of those have now been reserved, leaving roughly 575 units available. That's plenty for a couple of sizable projects.

But at the end of last year, the council opted to set aside 15 percent — or 375 units — of the total 2,500 unit cap for affordable units. That would leave about 200 market-rate units left in the kitty for the rest of downtown.

In January, though, the city's planning commission endorsed the idea of bumping up the affordable unit reservation further — to 500 units. It's unclear if the city council will sign off on that idea, which could leave just 75 market-rate units available to be built. The City Council will take up the proposed increase in the affordable allocation April 11.

The planning commission said it wanted to reserve capacity for affordable units

after go-go market-rate building brought scores of high-priced luxury units to the area. One effect would be to potentially lower land values for residential, which would help builders of more affordable housing.

"This would not put a requirement on any development to produce affordable housing within that development. It's just district wide, there would be two caps" (for market rate and affordable units), Community Development Director Aaron Aknin said at the planning commission meeting.

"As people are investing whether or not to put out their properties, the caps themselves affect land prices," he said. "So if people know there's an infinite amount of cap space (for market rate), land prices are going to rise and affordable housing developers aren't going to be as competitive for those land sites."

So what's left for market-rate builders, which have been most active in downtown and can pay the highest price for land?

Aside from the remaining residential units (with the caveat that the number isn't quite clear), there's still plenty of retail and hotel capacity left in the downtown precise plan's allocation.

But don't expect to bump up the precise plan's limits for the other asset classes: There doesn't appear to be support for that at the moment. Earlier this month, the city council declined to take up a proposal to move forward an 86,000 square foot office and retail project at 851 Main Street from Acclaim Cos., which was requesting an amendment to the precise plan for the additional office allocation.

"If someone wants to acquire it (the Chase property), they will probably have to hang on to it for a while if they want to do office," Gee said.

One thing the city would probably welcome, besides affordable projects, are hotels, which provides substantial tax revenue for the city. "It's allowed under our precise plan and it's the one thing that hasn't been built," Aknin told me.

A mix of that with retail, and even housing, would also likely be attractive to the

city.

"There's a chance, if you can make the numbers work for a combination of hotel, residential and affordable housing," Gee told me.

Even with some of the uncertainty over Redwood City's development environment, the Chase property will likely fetch lots of interest. The city's downtown is bursting with startups, restaurants and cultural activities as it sheds its status as a sleepy area without much going on. Its position on a "baby bullet" Caltrain stop is considered another attraction point. Observers say there is demand for more retail and other services and amenities.

A marketing brochure from brokerage Colliers International states that "2300 Broadway benefits from its central location in the City's Entertainment District. This area is intended to be the focus of entertainment and major retail activity and the most intense street life, and uses in this zone are intended to support that goal."

The offering is being handled by Colliers' Doug Marks, John McClellan and Steven Algermissen. Marks didn't return a phone call this week. A source said the offering could fetch \$30-\$35 million.

The Chase sale comes with its own requirements. Chase says it wants to stay downtown, and the bank "will require the buyer to take an active role in securing a prominent temporary or permanent location" during the development process, according to an offering memorandum. Upon completion of the project, Chase shall have the option to move back to the project with a commercial condominium interest. But if Chase opts not to exercise that option, Chase also wants to restrict the buyer from signing a deal with a competing bank.

Meanwhile, there is activity on the affordable housing front downtown. The city has received seven proposals from affordable developers to build between 56 and 137 affordable units on the city-owned "Bradford lot," on 0.7 building acres at 707 Bradford Street. The city has owned the site for more than a decade. And Habitat for Humanity is also hoping to build 20 for-sale affordable units

FY 2016-2017 PROPOSED BUDGET (Version 1)

EXPENSES	FY15-16 Budget	FY15-16 Anticipated Final Expenses	Proposed FY16-17 Budget
SALARIES			
Full time	\$218,000.00	\$218,000.00	\$194,000.00
Part time	\$0.00	\$400.00	\$10,000.00
Medicare	\$3,800.00	\$2,900.00	\$3,000.00
BENEFITS			
Retirement	\$41,600.00	\$41,600.00	\$42,500.00
Active Employee Benefits	\$66,000.00	\$65,300.00	\$66,000.00
Retired Employee Benefits	\$29,000.00	\$24,400.00	\$24,500.00
PRINT/ELECTRONIC RESOURCES			
New Books	\$0.00	\$0.00	\$0.00
Print Resources	\$92,000.00	\$105,400.00	\$108,000.00
Electronic Resources	\$101,000.00	\$95,400.00	\$100,000.00
OPERATIONAL EXPENSES			
Binding	\$0.00	\$0.00	\$0.00
Insurance (Property, Casualty, WC)	\$9,500.00	\$7,300.00	\$8,800.00
Copy Machines	\$5,500.00	\$5,300.00	\$5,300.00
Capital Improvements	\$0.00	\$2,000.00	\$2,000.00
Office Supplies	\$1,500.00	\$2,500.00	\$2,200.00
Use Tax	\$0.00	\$0.00	\$0.00
Tech Support	\$12,000.00	\$12,000.00	\$12,000.00
Support Software	\$9,900.00	\$9,100.00	\$10,000.00
Building Maintenance	\$10,000.00	\$8,800.00	\$9,000.00
Petty Cash	\$1,200.00	\$1,000.00	\$1,200.00
Services	\$5,000.00	\$11,099.00	\$18,000.00
Educational/Professional	\$0.00	\$3,612.00	\$3,600.00
Dues	\$0.00	\$740.00	\$750.00
Travel Expenses	\$0.00	\$698.00	\$1,000.00
Promotional	\$0.00	\$40.00	\$0.00
Catering	\$1,500.00	\$925.00	\$1,125.00
Miscellaneous	\$0.00	\$235.00	\$0.00
TOTAL EXPENSES	\$607,500.00	\$618,749.00	\$622,975.00
TOTAL INCOME	\$480,000.00	\$542,000.00	\$540,000.00
CASH ON HAND	\$65,500.00	\$215,000.00	\$215,000.00

FY 2016-2017 PROPOSED BUDGET (Version 2)

EXPENSES	FY15-16 Budget	FY15-16 Anticipated Final Expenses	Proposed FY16-17 Budget
SALARIES			
Full time	\$218,000.00	\$218,000.00	\$194,000.00
Part time	\$0.00	\$400.00	\$0.00
Medicare	\$3,800.00	\$2,900.00	\$3,000.00
BENEFITS			
Retirement	\$41,600.00	\$41,600.00	\$42,500.00
Active Employee Benefits	\$66,000.00	\$65,300.00	\$66,000.00
Retired Employee Benefits	\$29,000.00	\$24,400.00	\$24,500.00
PRINT/ELECTRONIC RESOURCES			
New Books	\$0.00	\$0.00	\$0.00
Print Resources	\$92,000.00	\$105,400.00	\$82,800.00
Electronic Resources	\$101,000.00	\$95,400.00	\$100,000.00
OPERATIONAL EXPENSES			
Binding	\$0.00	\$0.00	\$0.00
Insurance (Property, Casualty, WC)	\$9,500.00	\$7,300.00	\$8,800.00
Copy Machines	\$5,500.00	\$5,300.00	\$5,300.00
Capital Improvements	\$0.00	\$2,000.00	\$0.00
Office Supplies	\$1,500.00	\$2,500.00	\$1,500.00
Use Tax	\$0.00	\$0.00	\$0.00
Tech Support	\$12,000.00	\$12,000.00	\$12,000.00
Support Software	\$9,900.00	\$9,100.00	\$10,000.00
Building Maintenance	\$10,000.00	\$8,800.00	\$9,000.00
Petty Cash	\$1,200.00	\$1,000.00	\$1,200.00
Services	\$5,000.00	\$11,099.00	\$13,200.00
Educational/Professional	\$0.00	\$3,612.00	\$0.00
Dues	\$0.00	\$740.00	\$0.00
Travel Expenses	\$0.00	\$698.00	\$0.00
Promotional	\$0.00	\$40.00	\$0.00
Catering	\$1,500.00	\$925.00	\$0.00
Miscellaneous	\$0.00	\$235.00	\$0.00
TOTAL EXPENSES	\$607,500.00	\$618,749.00	\$573,800.00
TOTAL INCOME	\$480,000.00	\$522,000.00	\$520,000.00
CASH ON HAND	\$16,600.00	\$22,500.00	\$16,200.00



Statement Period

January 1, 2016 through March 31, 2016

Fund Name/Number

San Mateo County Bar Association - Law Library Fund (1105)

SVCF Main Contact: Michelle Fries
Director of Nonprofit Investment Program
650.450.5504
mdfries@siliconvalleycf.org

Thank you for the privilege of working together.

Your philanthropy advisor - listed above - is here to help you make the most of our partnership. As you review your statement and make plans for your fund, always let us know what we can do. For all of the good that you do in our community and our world, thank you!

Fund Activity

	Statement Period	Y-T-D
Beginning Balance	\$195,906.57	\$195,906.57
Investment Activity		
Long-Term Growth Pool	(4,096.12)	(4,096.12)
Support Fees	(485.99)	(485.99)
Ending Balance	\$191,324.46	\$191,324.46

Fund Assets

Investment Pools		
Long-Term Growth Pool		191,324.46
Total Fund Assets		\$191,324.46

Restricted Balance

Total Restricted Balance		\$0.00
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Balance Available for Grants **\$191,324.46**



Fund Name/Number

San Mateo County Bar Association - Law Library Fund (1105)

Investment Performance

	3 Month	Y-T-D	One Year	Three Year	Five Year
Fund Returns	-2.09%	-2.09 %	-5.43 %	3.94 %	4.75 %
This Fund's Benchmarks	1.60%	1.60 %	-2.60 %	4.20 %	5.30 %

About Your Fund Statement

- ACCOUNTS PAYABLE: Expenses that have been approved, but are scheduled for payment on a future date.
- ASSETS TO BE INVESTED: Assets that have yet to be invested, but will be at the beginning of the following month.
- GAINS OR (LOSSES) ON GIFTED ASSET: Difference in the value of property when donated and the value when liquidated.
- GIFTS: Contributions/donations made to your fund.
- GRANTS AUTHORIZED: Reflects all grants to qualified organizations that have been recommended by the donor and approved by Silicon Valley Community Foundation. If the grant is scheduled for payment on a future date, it will also appear in the Restricted Assets section as Grants Payable, reducing the balance available for granting.
- GRANTS PAYABLE: Grants that have been approved, but are scheduled for payment on a future date.
- ILLIQUID ASSETS: Donated property that has not been sold.
- INTERFUND GIFTS: Transfers to your fund from another fund at Silicon Valley Community Foundation.
- INTERFUND GRANTS: Transfers from your fund to another fund at Silicon Valley Community Foundation.
- INVESTMENT RETURNS: Reflects the total return in the investment pool, net of investment management fees.
- OTHER ADDITIONS: Deposits to your fund that do not represent a gift, i.e. partnership income, dividends/interest earned on gifted securities, other assets received in exchange for goods or services.
- OTHER EXPENSES: Administrative expenses paid from your fund, i.e. legal, consulting and credit card processing fees.
- RECEIVABLES: Assets in the form of obligations due from others.
- RESTRICTED ASSETS: Assets that may not be used for granting purposes
- SECURITIES BEING LIQUIDATED: Gifted securities pending sale or settlement.
- SUPPORT FEES: An allocation to the community foundation's operating fund to enable on-going work with donors and the nonprofit community. Fees are computed and paid on a monthly basis (1/12) per the stated fee rate schedule.

Investment Information

Fund returns are net of investment fees and expenses. Periods greater than one year are annualized. This Fund's Benchmark is a composite policy benchmark return weighted by the fund's allocation to an investment pool. Each policy benchmark is comprised of market index returns weighted by the pool's strategic asset allocation target. Comparison to the benchmark is not appropriate if the fund's allocation changed during the performance period, or if the fund includes assets outside of the SVCF pools. Additional information regarding investments, performance and benchmarks is on the online portal under Investment Information. Please contact your philanthropy advisor with any questions.

Investment Pool Allocation Guidelines

- Long-Term Growth:** For funds seeking maximum growth. Appropriate for funds distributing less than 7% annually or that portion of a fund that can tolerate volatility and will remain invested for at least seven years to realize growth opportunities.
- Social Impact:** For funds seeking maximum growth from companies with strong financial and social records. Appropriate for that portion of a fund that can tolerate volatility and will remain invested for at least seven years to realize growth.
- Balanced:** For funds seeking more moderate levels of growth and risk. Appropriate for funds distributing over 7% annually or that portion of a fund that will remain invested for at least three years to realize return objectives.
- Short-Term:** For funds seeking above money market returns and can tolerate some volatility. Appropriate for funds or that portion of a fund to be distributed in one to two years.
- Capital Preservation:** For funds seeking stability, or the portion of a fund to be distributed within 1 year.