

**SAN MATEO COUNTY LAW LIBRARY**  
710 Hamilton Street  
Redwood City, CA 94063  
650-363-4913  
[www.smclawlibrary.org](http://www.smclawlibrary.org)

September 17, 2020

**BOARD OF LAW LIBRARY TRUSTEES MEETING**

ZOOM Session Meeting ID: 233 094 3330

<https://us02web.zoom.us/j/2330943330>

*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, September 24, 2020, 12:00 P.M.**

**AGENDA**

1. CLOSED SESSION
2. REGULAR SESSION
  - a. Report on closed session
  - b. Approval of Minutes of the July 23, 2020 meeting (page 3-4)
  - c. Acceptance of Report of Expenses for Period 1 (July) and Period 2 (August) FY 2020-2021 (pages 5-20)
  - d. Discussion/Informational Updates and Policy Decisions:
    - Vote on CalPERS CERBT prefunding program
    - COVID policy for October
    - Filing fees and funding
    - Other matters of interest
  - e. Report of the San Mateo County Bar Association
  - f. Public open comment.

3. ADJOURNMENT

**NEXT MEETING: October 22, 2020**

**Mark Your Calendar!**

**2020 San Mateo County Law Library Board of Trustees Meeting Schedule:**

- October 22, 2020
- December 10, 2020

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

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Date: July 23, 2020

Meeting Location: ZOOM Meeting Room,  
SAN MATEO COUNTY LAW LIBRARY.  
710 Hamilton St, Redwood City, CA

Members in attendance:

Trustee:	STEVE SCHAIMAN
Trustee:	JOSEPH C. SCOTT
Trustee:	V. RAYMOND SWOPE
Trustee:	ROBERT D. FOILES
Trustee:	CAROLE GROOM
Trustee:	JACQUELYN BROWN
Trustee:	PAUL WILKINS

Secretary-Librarian, Ex-officio: CAROLINE BRACCO

1. CLOSED SESSION

2. REGULAR SESSION

The meeting convened at 12:20 pm in Regular Session joined by Martin M. Fox

- a. Report on closed session. Discussion staffing.
- b. Approval of minutes for June 25, 2020 meeting. Groom made motion to approve. Scott seconded. Vote taken with unanimous approval. Minutes moved into record.
- c. Acceptance of report of expenses for Period 12 (June) FY 2019-20. Last report of the fiscal year. Under budget. Schaiman made motion to approve. Foiles seconded. Unanimous vote. Report of expenses moved into record.
- d. Discussion and information updates & policy decisions: Presentation by CalPERS on CERBT prefunding programs with Jasper Jacobs. Decision to vote next meeting on program. Covid computer terminal in front entrance for legal research by appointment. Decision to begin circulation of materials to bar members. CCCLL secured one-time emergency funding for backfill from court closure losses. Partnering with Canada Paralegal program and allowing students limited access to library for fall and spring. Final approval on FY 20-21 Budget. Swope made motion to approve new budget. Schaiman seconded. Unanimous approval and budget moved into record. Decision to cancel August meeting, as usually do not meet in July.

e. Bar Association report: no report.

f. Public comments from Martin Fox including issues concerning mental health workers.

3. ADJOURNMENT

Foiles made motion to adjourn. Seconded by Scott. Unanimous vote. Meeting adjourned.

Respectfully submitted,  
Caroline Bracco  
Secretary-Librarian, Ex-officio

FY2020-2021

Period 1 (July) Financial Report

Income Category	July Income	YTD Income	
<b>TRIAL BALANCE REPORTED INCOME</b> (Deposited to County Trust Fund)			
Filing Fees	\$29,723.56	\$29,723.56	
Interest	\$0.00	\$0.00	
Credits/Refunds	\$505.95	\$505.95	
Other	\$0.00	\$0.00	
<b>Subtotal:</b>	<b>\$30,229.51</b>	<b>\$30,229.51</b>	
<b>LIBRARY GENERATED INCOME</b> (Deposited to Library CitiBank Acct)			
Photocopier	\$102.00	\$102.00	
Computer Printing	\$102.00	\$102.00	
Conference Room Rental	\$0.00	\$0.00	
Deed Form Sales	\$55.00	\$55.00	
MCLE Tape Circulation	\$0.00	\$0.00	
24-hour Material Circulation	\$0.00	\$0.00	
Extra Computer Time	\$0.00	\$0.00	
Lost Book Replacement	\$0.00	\$0.00	
Vendor Credits/Refunds	\$4,992.78	\$4,992.78	
SVCF Deposits	\$0.00	\$0.00	
Grants	\$0.00	\$0.00	
Overdue Fines	\$0.00	\$0.00	
Transfers	\$0.00	\$0.00	
Square Transactions	\$10.13	\$10.13	
Other	\$108.41	\$108.41	
<b>Subtotal:</b>	<b>\$5,370.32</b>	<b>\$5,370.32</b>	
<b>TOTAL:</b>	<b>\$35,599.83</b>	<b>\$35,599.83</b>	

**DETAILED MONTHLY INCOME**

Fund	Income Source	Amount
<b>SMC Trust</b>	Filing Fees	\$29,723.56
	Interest	\$0.00
	Credits/Refunds	\$505.95
	Other	\$0.00
	<b>Subtotal:</b>	<b>\$30,229.51</b>
<b>CitiBank</b>	Photocopier	\$102.00
	Computer Printing	\$102.00
	Conference Room Rental	\$0.00
	Deed Form Sales	\$55.00
	MCLE Tape Circulation	\$0.00
	24-hour Material Circulation	\$0.00
	Extra Computer Time	\$0.00
	Lost Book Replacement	\$0.00
	Vendor Credits/Refunds	\$4,992.78
	SVCF Deposits	\$0.00
	Grants	\$0.00
	Overdue Fines	\$0.00
	Transfers	\$0.00
	Square Transactions (patron printing)	\$10.13
	Other	\$108.41
<b>Subtotal:</b>	<b>\$5,370.32</b>	
<b>Total Monthly Income:</b>		<b>\$35,599.83</b>

Expense Category	July Expenses	YTD Expenses	Budgeted YTD	YTD Amount Over/Under	Fiscal Year Budget
<b>PAYROLL</b>					
Full time	\$18,480.00	\$18,480.00	\$13,345.83	\$5,134.17	\$160,150.00
Part time	\$8,445.00	\$8,445.00	\$6,816.67	\$1,628.33	\$81,800.00
<b>Subtotal :</b>	<b>\$26,925.00</b>	<b>\$26,925.00</b>	<b>\$20,162.50</b>	<b>\$6,762.50</b>	<b>\$241,950.00</b>
<b>BENEFITS</b>					
CalPERS Retirement	\$0.00	\$0.00	\$2,166.67	-\$2,166.67	\$26,000.00
CalPERS UAL	\$3,243.26	\$3,243.26	\$3,250.00	-\$6.74	\$39,000.00
Medicare	\$387.54	\$387.54	\$275.00	\$112.54	\$3,300.00
Active Employee Benefits	\$889.44	\$889.44	\$925.00	-\$35.56	\$11,100.00
Retired Employee Benefits	\$1,698.53	\$1,698.53	\$1,666.67	\$31.86	\$20,000.00
<b>Subtotal :</b>	<b>\$6,218.77</b>	<b>\$6,218.77</b>	<b>\$8,283.33</b>	<b>-\$2,064.56</b>	<b>\$99,400.00</b>
<b>LIBRARY RESOURCES</b>					
New Materials	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Print Resources	\$0.00	\$0.00	\$8,583.33	-\$8,583.33	\$103,000.00
Electronic Resources	\$0.00	\$0.00	\$9,500.00	-\$9,500.00	\$114,000.00
<b>Subtotal :</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$18,083.33</b>	<b>-\$18,083.33</b>	<b>\$217,000.00</b>
<b>OPERATIONAL EXPENSES</b>					
Insurance	\$0.00	\$0.00	\$666.67	-\$666.67	\$8,000.00
Copy Machines	\$0.00	\$0.00	\$216.67	-\$216.67	\$2,600.00
Capital Improvements	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Office Supplies	\$0.00	\$0.00	\$183.33	-\$183.33	\$2,200.00
Use Tax	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Catering	\$0.00	\$0.00	\$116.67	-\$116.67	\$1,400.00
Tech Support	\$0.00	\$0.00	\$833.33	-\$833.33	\$10,000.00
Support Software	\$0.00	\$0.00	\$225.00	-\$225.00	\$2,700.00
Building Maintenance	\$0.00	\$0.00	\$1,066.67	-\$1,066.67	\$12,800.00
Services	\$0.00	\$0.00	\$333.33	-\$333.33	\$4,000.00
Educational/Professional	\$0.00	\$0.00	\$333.33	-\$333.33	\$4,000.00
Dues	\$0.00	\$0.00	\$66.67	-\$66.67	\$800.00
Telecommunications	\$78.80	\$78.80	\$83.33	-\$4.53	\$1,000.00
Travel Expenses	\$0.00	\$0.00	\$125.00	-\$125.00	\$1,500.00
Promotional	\$0.00	\$0.00	\$25.00	-\$25.00	\$300.00
Transfers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Citibank Service Charges	\$35.75	\$35.75	\$29.17	\$6.58	\$350.00
Miscellaneous	\$50.82	\$50.82	\$150.00	-\$99.18	\$1,800.00
<b>Subtotal :</b>	<b>\$165.37</b>	<b>\$165.37</b>	<b>\$4,454.17</b>	<b>-\$4,288.80</b>	<b>\$53,450.00</b>
<b>TOTAL:</b>	<b>\$33,309.14</b>	<b>\$33,309.14</b>	<b>\$50,983.33</b>	<b>-\$17,674.19</b>	<b>\$611,800.00</b>



DETAILED MONTHLY EXPENSES

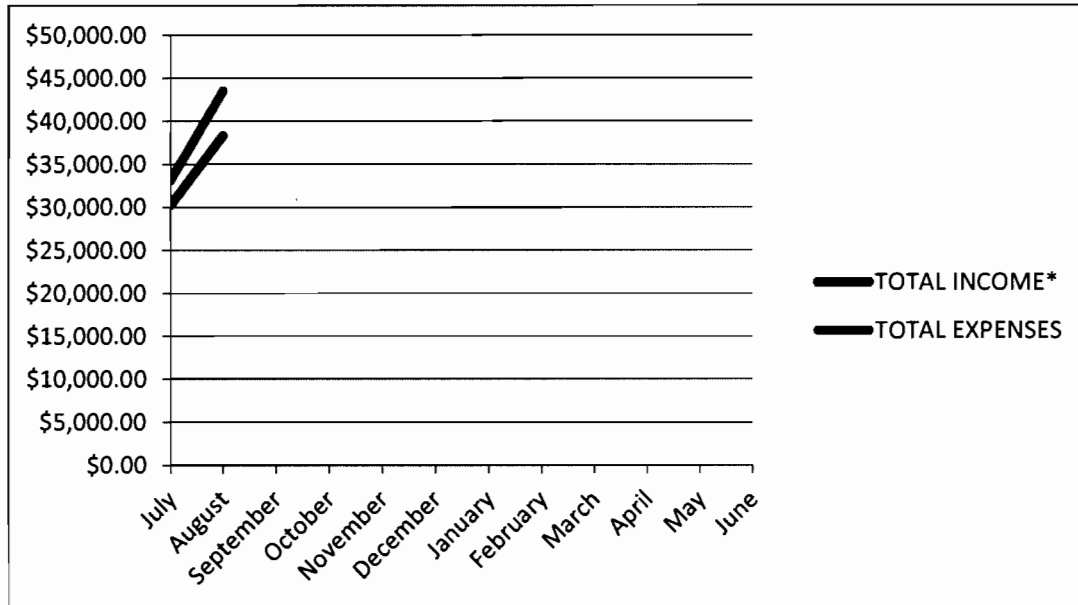
	ID	Payee	Description	Amount
<b>Retirement</b>	13277	CalPERS	Classic contributions	\$3,151.90
	13278	CalPERS	PEPRA contributions	\$91.36
				<b>Subtotal:</b>
<b>Operations</b>	CB1	Ruth Brill	Ck #256 / Reimbursement for Marcia's flowers	\$50.82
	CB2	Citibank Service Charge	Monthly account charge	\$35.75
	CB3	AT&T	Monthly telephone	\$58.85
	CB4	Earthlink	Monthly internet	\$19.95
				<b>Subtotal:</b>
<b>Payroll &amp; Benefits</b>	13279	Blake, Larry		\$345.00
	13280	Blake, Marisol		\$0.00
	13281	Bracco, Caroline		\$10,384.80
	13282	Brill, Margaret Ruth		\$2,220.00
	13283	Conventiti, Antonella		\$8,095.20
	13284	Gurthet, Andrew		\$4,000.00
	13285	Woods, Marcia		\$1,880.00
	13286	Medicare		\$387.54
	13287	Active Employee Benefits		\$889.44
	13288	Retired Employee Benefits		\$1,698.53
			<b>Subtotal:</b>	<b>\$29,900.51</b>
<b>Total Monthly Expenses:</b>				<b>\$33,309.14</b>

**CASH ON HAND REPORT**

<b>PERIOD</b>	<b>TOTAL INCOME*</b>	<b>TOTAL EXPENSES</b>	<b>CASH ON HAND</b>
July	\$30,229.51	\$33,143.77	\$653,016.87
August	\$38,304.95	\$43,507.26	\$647,814.56
September			
October			
November			
December			
January			
February			
March			
April			
May			
June			
<b>TOTALS</b>	<b>\$68,534.46</b>	<b>\$76,651.03</b>	

<b>YTD Difference</b>	<b>-\$8,116.57</b>
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\* Total income deposited in County Trust Fund



**TOTAL CASH ON HAND**

<b>PERIOD</b>	<b>SMC Trust Fund</b>	<b>CitiBank Account</b>	<b>SVCF Law Library Account</b>	<b>SVCF Lewis Fund for Legal Aid</b>	<b>TOTAL</b>
July	\$653,016.87	\$31,067.23	Not yet available	Not yet available	\$684,084.10
August					
September					
October					
November					
December					
January					
February					
March					
April					
May					
June					

Transaction Date	Item	Debit	Credit	BALANCE
Beginning Balance 7/1/2020:				\$25,862.28
Beginning Balance 7/1/2020:				\$25,862.28
<b>JULY</b>				
7/2/2020	Ruth Brill (Ck. #256 / Reimbursement for Marcia flowers	\$50.82		\$25,811.46
7/8/2020	Service charge	\$35.75		\$25,775.71
7/17/2020	Square transaction (library patron printing)		\$10.13	\$25,785.84
7/20/2020	AT&T	\$58.85		\$25,726.99
7/21/2020	Earthlink	\$19.95		\$25,707.04
7/30/2020	Library monthly deposit		\$5,360.19	\$31,067.23
<b>TOTALS:</b>		<b>\$165.37</b>	<b>\$5,370.32</b>	
Ending Balance 7/31/20:				\$31,067.23
Monthly Difference:				5,204.95
YTD Difference:				5,204.95

FY2020-2021

Period 2 (August) Financial Report

**DETAILED MONTHLY INCOME**

<b>Fund</b>	<b>Income Source</b>	<b>Amount</b>
<b>SMC Trust</b>	Filing Fees	\$37,967.65
	Interest	\$0.00
	Credits/Refunds	\$337.30
	Other	\$0.00
	<b>Subtotal:</b>	<b>\$38,304.95</b>
<b>CitiBank</b>	Photocopier	\$14.00
	Computer Printing	\$131.00
	Conference Room Rental	\$0.00
	Deed Form Sales	\$15.00
	MCLE Tape Circulation	\$0.00
	24-hour Material Circulation	\$130.00
	Extra Computer Time	\$0.00
	Lost Book Replacement	\$0.00
	Vendor Credits/Refunds	\$0.00
	SVCF Deposits	\$0.00
	Grants	\$0.00
	Overdue Fines	\$0.00
	Transfers	\$0.00
	Square Transactions (patron printing)	\$14.94
	Other	\$0.00
	<b>Subtotal:</b>	<b>\$304.94</b>
<b>Total Monthly Income:</b>		<b>\$38,609.89</b>

Income Category	August Income	YTD Income	
<b>TRIAL BALANCE REPORTED INCOME</b> (Deposited to County Trust Fund)			
Filing Fees	\$37,967.65	\$67,691.21	
Interest	\$0.00	\$0.00	
Credits/Refunds	\$337.30	\$843.25	
Other	\$0.00	\$0.00	
<b>Subtotal:</b>	<b>\$38,304.95</b>	<b>\$68,534.46</b>	
<b>LIBRARY GENERATED INCOME</b> (Deposited to Library CitiBank Acct)			
Photocopier	\$14.00	\$116.00	
Computer Printing	\$131.00	\$233.00	
Conference Room Rental	\$0.00	\$0.00	
Deed Form Sales	\$15.00	\$70.00	
MCLE Tape Circulation	\$0.00	\$0.00	
24-hour Material Circulation	\$130.00	\$130.00	
Extra Computer Time	\$0.00	\$0.00	
Lost Book Replacement	\$0.00	\$0.00	
Vendor Credits/Refunds	\$0.00	\$4,992.78	
SVCF Deposits	\$0.00	\$0.00	
Grants	\$0.00	\$0.00	
Overdue Fines	\$0.00	\$0.00	
Transfers	\$0.00	\$0.00	
Square Transactions	\$14.94	\$25.07	
Other	\$0.00	\$108.41	
<b>Subtotal:</b>	<b>\$304.94</b>	<b>\$5,675.26</b>	
<b>TOTAL:</b>	<b>\$38,609.89</b>	<b>\$74,209.72</b>	

Expense Category	August Expenses	YTD Expenses	Budgeted YTD	YTD Amount Over/Under	Fiscal Year Budget
<b>PAYROLL</b>					
Full time	\$12,320.00	\$30,800.00	\$26,691.67	\$4,108.33	\$160,150.00
Part time	\$6,013.00	\$14,458.00	\$13,633.33	\$824.67	\$81,800.00
<b>Subtotal :</b>	<b>\$18,333.00</b>	<b>\$45,258.00</b>	<b>\$40,325.00</b>	<b>\$4,933.00</b>	<b>\$241,950.00</b>
<b>BENEFITS</b>					
CalPERS Retirement	\$2,987.88	\$2,987.88	\$4,333.33	-\$1,345.45	\$26,000.00
CalPERS UAL	\$3,243.26	\$6,486.52	\$6,500.00	-\$13.48	\$39,000.00
Medicare	\$262.95	\$650.49	\$550.00	\$100.49	\$3,300.00
Active Employee Benefits	\$889.44	\$1,778.88	\$1,850.00	-\$71.12	\$11,100.00
Retired Employee Benefits	\$1,698.53	\$3,397.06	\$3,333.33	\$63.73	\$20,000.00
<b>Subtotal :</b>	<b>\$9,082.06</b>	<b>\$15,300.83</b>	<b>\$16,566.67</b>	<b>-\$1,265.84</b>	<b>\$99,400.00</b>
<b>LIBRARY RESOURCES</b>					
New Materials	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Print Resources	\$9,290.04	\$9,290.04	\$17,166.67	-\$7,876.63	\$103,000.00
Electronic Resources	\$5,661.15	\$5,661.15	\$19,000.00	-\$13,338.85	\$114,000.00
<b>Subtotal :</b>	<b>\$14,951.19</b>	<b>\$14,951.19</b>	<b>\$36,166.67</b>	<b>-\$21,215.48</b>	<b>\$217,000.00</b>
<b>OPERATIONAL EXPENSES</b>					
Insurance	\$0.00	\$0.00	\$1,333.33	-\$1,333.33	\$8,000.00
Copy Machines	\$208.44	\$208.44	\$433.33	-\$224.89	\$2,600.00
Capital Improvements	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Office Supplies	\$213.56	\$213.56	\$366.67	-\$153.11	\$2,200.00
Use Tax	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Catering	\$0.00	\$0.00	\$233.33	-\$233.33	\$1,400.00
Tech Support	\$480.00	\$480.00	\$1,666.67	-\$1,186.67	\$10,000.00
Support Software	\$0.00	\$0.00	\$450.00	-\$450.00	\$2,700.00
Building Maintenance	\$474.50	\$474.50	\$2,133.33	-\$1,658.83	\$12,800.00
Services	\$0.00	\$0.00	\$666.67	-\$666.67	\$4,000.00
Educational/Professional	\$483.67	\$483.67	\$666.67	-\$183.00	\$4,000.00
Dues	\$0.00	\$0.00	\$133.33	-\$133.33	\$800.00
Telecommunications	\$132.32	\$211.12	\$166.67	\$44.45	\$1,000.00
Travel Expenses	\$0.00	\$0.00	\$250.00	-\$250.00	\$1,500.00
Promotional	\$0.00	\$0.00	\$50.00	-\$50.00	\$300.00
Transfers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Citibank Service Charges	\$32.62	\$68.37	\$58.33	\$10.04	\$350.00
Miscellaneous	\$879.93	\$930.75	\$300.00	\$630.75	\$1,800.00
<b>Subtotal :</b>	<b>\$2,905.04</b>	<b>\$3,070.41</b>	<b>\$8,908.33</b>	<b>-\$5,837.92</b>	<b>\$53,450.00</b>
<b>TOTAL:</b>	<b>\$45,271.29</b>	<b>\$78,580.43</b>	<b>\$101,966.67</b>	<b>-\$23,386.24</b>	<b>\$611,800.00</b>



DETAILED MONTHLY EXPENSES

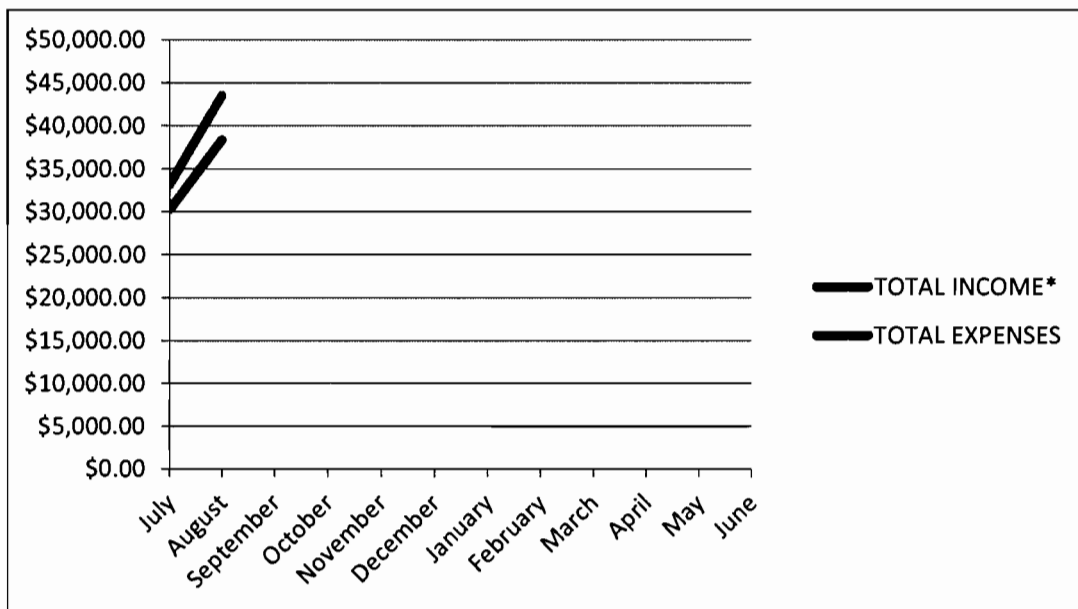
	ID	Payee	Description	Amount
Retirement	13294	CalPERS	Classic contributions	\$605.22
	13295	CalPERS	Classic contributions	\$605.22
	13296	CalPERS	Classic contributions	\$605.22
	13297	CalPERS	PEPRA contributions	\$390.74
	13298	CalPERS	PEPRA contributions	\$390.74
	13299	CalPERS	PEPRA contributions	\$390.74
	13300	CalPERS	Classic UAL	\$3,151.90
	13301	CalPERS	PEPRA UAL	\$91.36
			<b>Subtotal:</b>	<b>\$6,231.14</b>
Operations	13302	California Security	Monthly building security	\$26.25
	13303	California Security	Monthly building security	\$26.25
	13304	Cubing, Ino	Monthly tech support	\$480.00
	13305	Daily Journal	Annual subscription renewal	\$278.00
	13306	Lexis (Matthew Bender)	Monthly subscription	\$2,274.24
	13307	National Consumer Law Center	Annual subscription renewal	\$1,010.00
	13308	Office Depot	Office supplies	\$40.55
	13309	Office Depot	Office supplies	\$173.01
	13310	UBS	Monthly building cleaning	\$422.00
	13311	UC Regents (CEB)	Monthly subscription	\$2,839.72
	13312	West Group (Westlaw Next)	Monthly subscription	\$5,661.15
	13313	West Group (Thomson Reuters)	Monthly subscription	\$2,652.59
	13314	Xerox	Monthly copier lease	\$208.44
	CB5	Ingram Library Services	Ck #257	\$115.31
	CB6	Service Charge	Monthly account charge	\$32.62
	CB7	Earthlink	Monthly internet	\$34.95
	CB8	Antonella Conventini	Ck #258 / HSU tuition reimbursement	\$483.67
	CB9	AT&T	Monthly phone	\$97.37
	CB10	Century 21	Fraudulent charge / charge reversed 9/8/20	\$399.99
	CB11	ShopDisney.com	Fraudulent charge / charge reversed 9/8/20	\$479.94
CB12	Ingram Library Services	Ck #259	\$120.18	
			<b>Subtotal:</b>	<b>\$17,856.23</b>
Payroll & Benefits	13315	Blake, Larry		\$253.00
	13316	Blake, Marisol		\$0.00
	13317	Bracco, Caroline		\$6,923.20
	13318	Brill, Margaret Ruth		\$1,600.00
	13319	Conventiti, Antonella		\$5,396.80
	13320	Gurthet, Andrew		\$3,200.00
	13321	Woods, Marcia		\$960.00
	13322	Medicare		\$262.95
	13323	Active Employee Benefits		\$889.44
	13324	Retired Employee Benefits		\$1,698.53
			<b>Subtotal:</b>	<b>\$21,183.92</b>
<b>Total Monthly Expenses:</b>				<b>\$45,271.29</b>

**CASH ON HAND REPORT**

PERIOD	TOTAL INCOME*	TOTAL EXPENSES	CASH ON HAND
July	\$30,229.51	\$33,143.77	\$653,016.87
August	\$38,304.95	\$43,507.26	\$647,814.56
September			
October			
November			
December			
January			
February			
March			
April			
May			
June			
<b>TOTALS</b>	<b>\$68,534.46</b>	<b>\$76,651.03</b>	

<b>YTD Difference</b>	<b>-\$8,116.57</b>
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\* Total income deposited in County Trust Fund



**TOTAL CASH ON HAND**

<b>PERIOD</b>	<b>SMC Trust Fund</b>	<b>CitiBank Account</b>	<b>SVCF Law Library Account</b>	<b>SVCF Lewis Fund for Legal Aid</b>	<b>TOTAL</b>
July	\$653,016.87	\$31,067.23	Not yet available	Not yet available	\$684,084.10
August	\$647,814.56	\$26,106.28	Not yet available	Not yet available	\$673,920.84
September					
October					
November					
December					
January					
February					
March					
April					
May					
June					

Transaction Date	Item	Debit	Credit	BALANCE
Beginning Balance 7/1/2020:				\$25,862.28
Beginning Balance 8/1/2020:				\$31,067.23
<b>August</b>				
8/3/2020	Ingram Library Services (Ck. #257)	\$115.31		\$30,951.92
8/5/2020	Square transaction (library patron printing)		\$4.67	\$30,956.59
8/10/2020	Service charge	\$32.62		\$30,923.97
8/17/2020	Square transaction (library patron printing)		\$4.77	\$30,928.74
8/18/2020	Square transaction (library patron printing)		\$5.50	\$30,934.24
8/18/2020	Earthlink	\$34.95		\$30,899.29
8/18/2020	Antonella Conventini (Ck. #258 / HSU Tuition Reimbursement)	\$483.67		\$30,415.62
8/19/2020	AT&T	\$97.37		\$30,318.25
8/21/2020	Century 21 (Fradulent charge / charge reversed 9/8/20)	\$399.99		\$29,918.26
8/25/2020	ShopDisney.com (Fradulent charge / charge reversed 9/8/20)	\$479.94		\$29,438.32
8/28/2020	Ingram Library Services (Ck. #259)	\$120.18		\$29,318.14
8/31/2020	Library monthly deposit		\$290.00	\$29,608.14
<b>TOTALS:</b>		<b>\$1,764.03</b>	<b>\$304.94</b>	
Ending Balance 8/31/20:				\$29,608.14
Monthly Difference:				-1,459.09
YTD Difference:				3,745.86