

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

March 22, 2022

BOARD OF LAW LIBRARY TRUSTEES MEETING

LOCATION: 710 Hamilton Street, Redwood City

Hybrid ZOOM Session Meeting ID: 233 094 3330

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.

UPDATE: Assembly Bill ("AB") 361, signed into law on September 16, 2021, amends Government Code section 54953 to provide authority and specific requirements for public agencies to hold virtual meetings during a proclaimed state of emergency and remain in compliance with the Brown Act (Gov. Code §§ 54950 et seq.).

*To continue with AB 361 virtual meetings, the public agency must reconsider the circumstances of the emergency **every 30 days** and determine that either the state of emergency continues to directly impact the ability of the members to meet safely in person; or, state or local officials continue to impose or recommend measures to promote social distancing. These findings must be made by majority vote. Gov. Code § 54953(e)(3).*

Gov. Code § 54953(e)(1) provides that a local agency may use teleconferencing [audio, video or both] in any of the following circumstances:

(A) The legislative body holds a meeting during a proclaimed state of emergency, and state or local officials have imposed or recommended measures to promote social distancing.

(B) The legislative body holds a meeting during a proclaimed state of emergency for the purpose of determining, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

(C) The legislative body holds a meeting during a proclaimed state of emergency and has determined, by majority vote, pursuant to subparagraph (B) that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

THURSDAY, April 28, 2022, 12:15 P.M.

AGENDA

1. CLOSED SESSION
2. REGULAR SESSION
 - a. Report on closed session
 - b. Approval of Minutes of the February 24, 2022 meeting (*page 3-4*)
 - c. Acceptance of Report of Expenses for Period 8 (February) and Period 9 (March) FY21-22
 - d. Discussion/Informational Updates and Policy Decisions:
 - County mask mandate and adjusted library policies
 - New cameras
 - Vote for hybrid meeting
 - Other matters of interest
 - e. Report of the San Mateo County Bar Association with Constantine Tsagaris
 - f. Public open comment.
3. ADJOURNMENT

2022 MEETING SCHEDULE
NEXT MEETING: May 26, 2022

Mark Your Calendar!

2022 San Mateo County Law Library Board of Trustees Meeting Schedule:

- May 26, 2022
- June 23, 2022
- August 25, 2022
- September 22, 2022
- October 27, 2022
- December 8, 2022

FINANCIALS

PERIOD 8 (FEBRUARY)

DETAILED MONTHLY EXPENSES				
	ID	Payee	Comments	Amount
Operations	13780	CalPERS	Classic contributions	\$646.91
	13781	CalPERS	Classic contributions	\$646.91
	13782	CalPERS	PEPRA contributions	\$419.17
	13783	CalPERS	PEPRA contributions	\$419.17
	13784	Cubing, Ino	Relates to = CC	\$675.00
	13785	Lexis (Advance)		\$3,650.00
	13786	Lexis (Matthew Bender)		\$2,868.52
	13787	Office Depot	B215051 / floor heater and calendar	\$54.59
	13788	Office Depot	B215051 / B & D Bhdc201	\$27.46
	13789	UC Regents (CEB)		\$1,536.73
	13790	USA Direct Cleaning	Invoices for service 1/22	\$525.00
	13791	West Group (Thomson Reuters)	Dec. sub.	\$2,939.06
	13793	West Group (Thomson Reuters)	Jan. sub.	\$2,939.06
	13792	Xerox	VCL00000X000	\$208.68
	13794	Office Depot	its	\$84.38
	CB159	Joe Kirby	Ck. #288 / security alarm monthly service	\$25.00
	CB160	Service charge		\$26.77
	CB161	Hartford Insurance	Business Owners annual renewal	\$2,769.00
	CB162	SJ Mercury News	Monthly subscription	\$15.65
	CB163	AT&T		\$80.25
	CB164	CCCLL	Ck. #290 / Annual membership dues	\$720.00
	CB165	Wall Street Journal	Monthly subscription	\$15.15
	CB166	Sandwich Spot	Board meeting catering	\$71.96
	13804	SMC Telephone Services Fee		\$13.23
Subtotal:				\$21,377.65
Payroll & Benefits	13795	Blake, Larry		\$253.00
	13796	Bracco, Caroline		\$7,460.80
	13797	Brill, Margaret Ruth		\$1,672.00
	13798	Conventiti, Antonella		\$5,846.40
	13799	Gurthet, Andrew		\$2,600.00
	13800	Woods, Marcia		\$1,496.00
	13801	Medicare & FICA		\$651.64
	13802	Active Employee Benefits		\$900.30
	13803	Retired Employee Benefits		\$1,460.64
Subtotal:				\$22,340.78
Total Monthly Expenses:				\$43,718.43

DETAILED MONTHLY INCOME			
Fund	Income Source	Comments	Amount
SMC Trust	Filing Fees		\$39,292.01
	Interest		\$0.00
	Credits/Refunds		\$365.40
	Other		\$0.00
	Subtotal:		
CitiBank	Photocopier		\$64.75
	Computer Printing		\$34.25
	Conference Room Rental		\$150.00
	Deed Form Sales		\$25.00
	MCLE Tape Circulation		\$0.00
	24-hour Material Circulation		\$60.00
	Extra Computer Time		\$0.00
	Lost Book Replacement		\$0.00
	Vendor Credits/Refunds		\$398.45
	SVCF Deposits		\$0.00
	Grants		\$0.00
	Overdue Fines		\$0.00
	Transfers		\$0.00
	Square Transactions		\$21.61
	Other		\$0.00
Subtotal:			\$754.06
Total Monthly Income:			\$40,411.47

Expense Category	February Expenses			YTD Expenses	Budgeted YTD	Fiscal Year Budget
	SMC Trust Acct.	CitiBank Acct.	Acct. Totals			
PAYROLL						
Full time	\$13,307.20	\$0.00	\$13,307.20	\$115,816.00	\$116,666.67	\$175,000.00
Part time	\$6,021.00	\$0.00	\$6,021.00	\$53,924.00	\$53,333.33	\$80,000.00
Subtotal :	\$19,328.20	\$0.00	\$19,328.20	\$169,740.00	\$170,000.00	\$255,000.00
BENEFITS						
CalPERS Retirement	\$2,132.16	\$0.00	\$2,132.16	\$18,496.55	\$17,133.33	\$25,700.00
CalPERS UAL	\$0.00	\$0.00	\$0.00	\$44,742.00	\$31,000.00	\$46,500.00
CalPERS Pension Prefunding*	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Medicare & FICA	\$651.64	\$0.00	\$651.64	\$7,030.55	\$4,000.00	\$6,000.00
Prior OASDI	\$0.00	\$0.00	\$0.00	\$22,605.83	\$14,266.67	\$21,400.00
Active Employee Benefits	\$900.30	\$0.00	\$900.30	\$7,205.28	\$7,333.33	\$11,000.00
Retired Employee Benefits	\$1,460.64	\$0.00	\$1,460.64	\$11,580.90	\$13,333.33	\$20,000.00
Subtotal :	\$5,144.74	\$0.00	\$5,144.74	\$111,661.11	\$87,066.67	\$130,600.00
LIBRARY RESOURCES						
New Materials	\$0.00	\$0.00	\$0.00	\$0.00	\$1,333.33	\$2,000.00
Print Resources	\$10,283.37	\$30.80	\$10,314.17	\$69,298.12	\$71,000.00	\$106,500.00
Electronic Resources	\$3,650.00		\$3,650.00	\$32,773.88	\$33,333.33	\$50,000.00
Subtotal :	\$13,933.37	\$30.80	\$13,964.17	\$102,072.00	\$105,666.67	\$158,500.00
OPERATIONAL EXPENSES						
Insurance	\$0.00	\$2,769.00	\$2,769.00	\$6,716.00	\$5,000.00	\$7,500.00
Copy Machines	\$208.68	\$0.00	\$208.68	\$1,460.76	\$1,733.33	\$2,600.00
Capital Improvements	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Office Supplies	\$166.43	\$0.00	\$166.43	\$845.23	\$1,200.00	\$1,800.00
Use Tax	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Catering	\$0.00	\$71.96	\$71.96	\$344.60	\$666.67	\$1,000.00
Tech Support	\$675.00	\$0.00	\$675.00	\$6,135.96	\$5,333.33	\$8,000.00
Support Software	\$0.00	\$0.00	\$0.00	\$1,791.98	\$2,666.67	\$4,000.00
Building Maintenance	\$525.00	\$25.00	\$550.00	\$4,927.76	\$2,666.67	\$4,000.00
Services	\$0.00	\$0.00	\$0.00	\$2,792.50	\$13,666.67	\$20,500.00
Educational/Professional	\$0.00	\$0.00	\$0.00	\$138.45	\$333.33	\$500.00
Dues	\$0.00	\$720.00	\$720.00	\$1,061.00	\$533.33	\$800.00
Telecommunications	\$13.23	\$80.25	\$93.48	\$919.69	\$1,333.33	\$2,000.00
Travel Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,500.00
Promotional	\$0.00	\$0.00	\$0.00	\$5.25	\$133.33	\$200.00
Transfers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Citibank Service Charges	\$0.00	\$26.77	\$26.77	\$229.86	\$253.33	\$380.00
Miscellaneous	\$0.00	\$0.00	\$0.00	\$1,498.25	\$800.00	\$1,200.00
Subtotal :	\$1,588.34	\$3,692.98	\$5,281.32	\$28,867.29	\$37,320.00	\$55,980.00
TOTAL:	\$39,994.65	\$3,723.78	\$43,718.43	\$412,340.40	\$400,053.33	\$600,080.00

Income Category	February Income	YTD Income	Budgeted YTD	Fiscal Year Budget
TRIAL BALANCE REPORTED INCOME (Deposited to County Trust Fund)				
Filing Fees	<u>\$39,292.01</u>	\$333,023.11	\$336,000.00	\$504,000.00
Interest	\$0.00	\$4,744.40	\$5,666.67	\$8,500.00
Credits/Refunds	\$365.40	\$2,501.60	\$2,866.67	\$4,300.00
Other	\$0.00	\$274,687.78	\$187,533.33	\$281,300.00
Subtotal:	\$39,657.41	\$614,956.89	\$532,066.67	\$798,100.00
LIBRARY GENERATED INCOME (Deposited to Library CitiBank Acct)				
Photocopier	\$64.75	\$804.80	\$100.00	\$150.00
Computer Printing	\$34.25	\$515.20	\$466.67	\$700.00
Conference Room Rental	\$150.00	\$415.00	\$666.67	\$1,000.00
Deed Form Sales	\$25.00	\$288.50	\$166.67	\$250.00
MCLE Tape Circulation	\$0.00	\$70.00	\$0.00	\$0.00
24-hour Material Circulation	\$60.00	\$484.00	\$666.67	\$1,000.00
Extra Computer Time	\$0.00	\$5.00	\$0.00	\$0.00
Lost Book Replacement	\$0.00	\$0.00	\$0.00	\$0.00
Vendor Credits/Refunds	\$398.45	\$2,575.86	\$3,333.33	\$5,000.00
SVCF Deposits	\$0.00	\$0.00	\$0.00	\$0.00
Grants	\$0.00	\$0.00	\$0.00	\$0.00
Overdue Fines	\$0.00	\$130.00	\$13.33	\$20.00
Transfers	\$0.00	\$69.42	\$0.00	\$0.00
Square Transactions	\$21.61	\$869.83	\$100.00	\$150.00
Other	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal:	\$754.06	\$6,227.61	\$5,513.33	\$8,270.00
TOTAL:	\$40,411.47	\$621,184.50	\$537,580.00	\$806,370.00

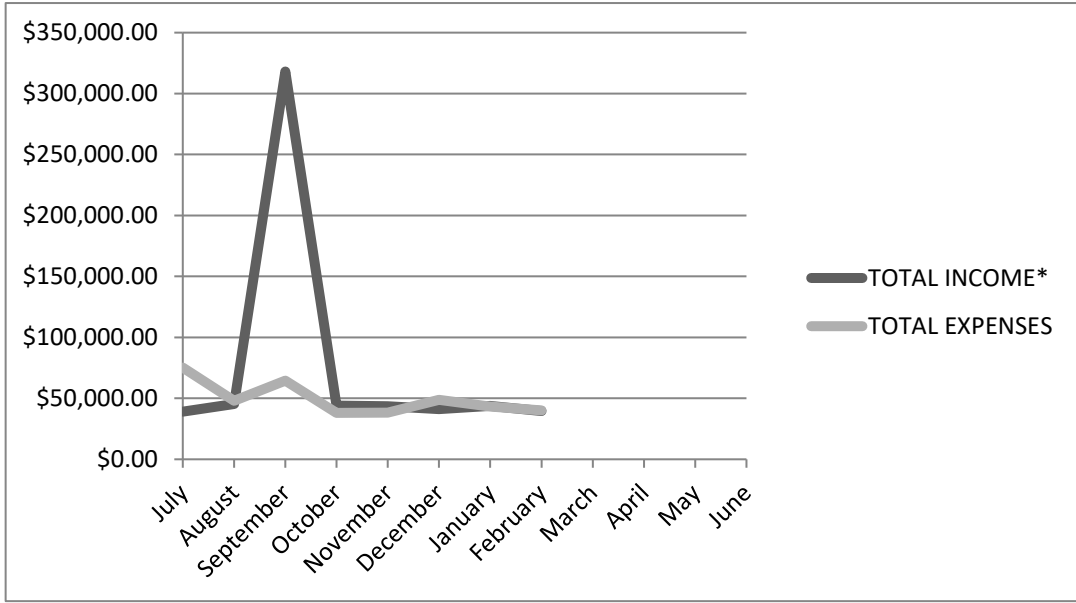
Transaction Date	Item	Debit	Credit	BALANCE
		Beginning Balance 7/1/2021:		\$28,158.35
		Beginning Balance 2/1/2022:		\$21,599.93
FEBRUARY				
2/4/2022	Joe Kirby (Ck. #288 / security alarm monthly service)	\$25.00		\$21,574.93
2/8/2022	Service charge	\$26.77		\$21,548.16
2/9/2022	Hartford Insurance (Business Owners annual renewal)	\$2,769.00		\$18,779.16
2/10/2022	SJ Mercury News (monthly subscription)	\$15.65		\$18,763.51
2/17/2022	AT&T	\$80.25		\$18,683.26
2/17/2022	CCCLL (ck. #290 / Annual membership dues)	\$720.00		\$17,963.26
2/18/2022	Square (patron printing)		\$7.20	\$17,970.46
2/23/2022	Square (patron printing)		\$9.64	\$17,980.10
2/23/2022	Wall Street Journal (monthly subscription)	\$15.15		\$17,964.95
2/24/2022	Sandwich Spot (Board meeting catering)	\$71.96		\$17,892.99
2/25/2022	Square (patron printing)		\$4.77	\$17,897.76
2/28/2022	Library Monthly Deposit		\$732.45	\$18,630.21
TOTALS:		\$3,723.78	\$754.06	
				Ending Balance 2/28/22:
				\$18,630.21
				Monthly Difference:
				-2,969.72
				YTD Difference:
				-9,528.14

CASH ON HAND REPORT

PERIOD	TOTAL INCOME*	TOTAL EXPENSES	CASH ON HAND
July	\$39,100.21	\$75,232.17	\$707,137.89
August	\$45,403.71	\$47,973.81	\$704,567.79
September	\$318,121.63	\$64,507.51	\$958,181.91
October	\$44,145.18	\$38,096.35	\$964,230.74
November	\$43,609.13	\$38,327.34	\$969,512.53
December	\$41,076.30	\$48,785.27	\$961,803.56
January	\$43,843.32	\$43,178.51	\$962,468.37
February	\$39,657.41	\$39,994.65	\$962,131.13
March			
April			
May			
June			
TOTALS	\$614,956.89	\$396,095.61	

YTD Difference	\$218,861.28
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* Total income deposited in County Trust Fund



FINANCIALS

PERIOD 9 (MARCH)

DETAILED MONTHLY EXPENSES				
	ID	Payee	Comments	Amount
Operations	13805	CalPERS	Classic contributions	\$646.91
	13806	CalPERS	Classic contributions	\$646.91
	13807	CalPERS	PEPRA contributions	\$419.17
	13808	CalPERS	PEPRA contributions	\$419.17
	13809	Cubing, Ino	Relates to = CC	\$862.50
	13810	Data Trace Publishing Co.	Cal Limited Liability Co. Forms & Practice	\$219.95
	13811	Lexis (Advance)		\$3,650.00
	13812	Lexis (Matthew Bender)		\$2,868.52
	13813	Office Depot	Previously paid	
	13814	UC Regents (CEB)		\$3,126.00
	13815	West Group (Thomson Reuters)		\$2,939.02
	13816	Xerox	VCL00000X000	\$208.68
	CB167	Service Charge		\$27.15
	CB168	SJ Mercury News	Monthly subscription	\$15.65
	CB169	Wall Street Journal	Monthly subscription	\$15.15
	CB170	AT&T		\$80.25
	CB171	Shutterstock	Additional stock images for website	\$229.00
	CB172	Amazon	Security camera	\$79.10
	CB173	Zoom	Annual renewal	\$155.90
		13826	SMC Telephone Services Fee	
	13826.5	SMC Controllers Office Fee		\$4,017.60
Subtotal:				\$20,639.86
Payroll & Benefits		Blake, Larry		\$253.00
		Bracco, Caroline		\$7,460.80
		Brill, Margaret Ruth		\$1,672.00
		Conventiti, Antonella		\$5,846.40
		Gurthet, Andrew		\$1,600.00
		Woods, Marcia		\$1,650.00
		Medicare & FICA		\$586.89
		Active Employee Benefits		\$900.30
		Retired Employee Benefits		\$1,460.64
Subtotal:				\$21,430.03
Total Monthly Expenses:				\$42,069.89

DETAILED MONTHLY INCOME			
Fund	Income Source	Comments	Amount
SMC Trust	Filing Fees		\$32,176.40
	Interest		\$0.00
	Credits/Refunds		\$365.40
	Other		\$0.00
	Subtotal:		
CitiBank	Photocopier		\$86.50
	Computer Printing		\$133.50
	Conference Room Rental		\$0.00
	Deed Form Sales		\$45.00
	MCLE Tape Circulation		\$0.00
	24-hour Material Circulation		\$30.00
	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		\$97.10
	Other		\$0.00
Subtotal:			\$392.10
Total Monthly Income:			\$32,933.90

Expense Category	March Expenses			YTD Expenses	Budgeted YTD	Fiscal Year Budget
	SMC Trust Acct.	CitiBank Acct.	Acct. Totals			
PAYROLL						
Full time	\$13,307.20	\$0.00	\$13,307.20	\$129,123.20	\$131,250.00	\$175,000.00
Part time	\$5,175.00	\$0.00	\$5,175.00	\$59,099.00	\$60,000.00	\$80,000.00
Subtotal :	\$18,482.20	\$0.00	\$18,482.20	\$188,222.20	\$191,250.00	\$255,000.00
BENEFITS						
CalPERS Retirement	\$2,132.16	\$0.00	\$2,132.16	\$20,628.71	\$19,275.00	\$25,700.00
CalPERS UAL	\$0.00	\$0.00	\$0.00	\$44,742.00	\$34,875.00	\$46,500.00
CalPERS Pension Prefunding*	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Medicare & FICA	\$586.89	\$0.00	\$586.89	\$7,617.44	\$4,500.00	\$6,000.00
Prior OASDI	\$0.00	\$0.00	\$0.00	\$22,605.83	\$16,050.00	\$21,400.00
Active Employee Benefits	\$900.30	\$0.00	\$900.30	\$8,105.58	\$8,250.00	\$11,000.00
Retired Employee Benefits	\$1,460.64	\$0.00	\$1,460.64	\$13,041.54	\$15,000.00	\$20,000.00
Subtotal :	\$5,079.99	\$0.00	\$5,079.99	\$116,741.10	\$97,950.00	\$130,600.00
LIBRARY RESOURCES						
New Materials	\$0.00	\$0.00	\$0.00	\$0.00	\$1,500.00	\$2,000.00
Print Resources	\$9,153.49	\$30.80	\$9,184.29	\$78,482.41	\$79,875.00	\$106,500.00
Electronic Resources	\$3,650.00	\$0.00	\$3,650.00	\$36,423.88	\$37,500.00	\$50,000.00
Subtotal :	\$12,803.49	\$30.80	\$12,834.29	\$114,906.29	\$118,875.00	\$158,500.00
OPERATIONAL EXPENSES						
Insurance	\$0.00	\$0.00	\$0.00	\$6,716.00	\$5,625.00	\$7,500.00
Copy Machines	\$208.68	\$0.00	\$208.68	\$1,669.44	\$1,950.00	\$2,600.00
Capital Improvements	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Office Supplies	\$0.00	\$0.00	\$0.00	\$845.23	\$1,350.00	\$1,800.00
Use Tax	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Catering	\$0.00	\$0.00	\$0.00	\$344.60	\$750.00	\$1,000.00
Tech Support	\$862.50	\$0.00	\$862.50	\$6,998.46	\$6,000.00	\$8,000.00
Support Software	\$0.00	\$229.00	\$229.00	\$2,020.98	\$3,000.00	\$4,000.00
Building Maintenance	\$0.00	\$79.10	\$79.10	\$5,006.86	\$3,000.00	\$4,000.00
Services	\$4,017.60	\$0.00	\$4,017.60	\$6,810.10	\$15,375.00	\$20,500.00
Educational/Professional	\$0.00	\$0.00	\$0.00	\$138.45	\$375.00	\$500.00
Dues	\$0.00	\$0.00	\$0.00	\$1,061.00	\$600.00	\$800.00
Telecommunications	\$13.23	\$236.15	\$249.38	\$1,169.07	\$1,500.00	\$2,000.00
Travel Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$1,125.00	\$1,500.00
Promotional	\$0.00	\$0.00	\$0.00	\$5.25	\$150.00	\$200.00
Transfers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Citibank Service Charges	\$0.00	\$27.15	\$27.15	\$257.01	\$285.00	\$380.00
Miscellaneous	\$0.00	\$0.00	\$0.00	\$1,498.25	\$900.00	\$1,200.00
Subtotal :	\$5,102.01	\$571.40	\$5,673.41	\$34,540.70	\$41,985.00	\$55,980.00
TOTAL:	\$41,467.69	\$602.20	\$42,069.89	\$454,410.29	\$450,060.00	\$600,080.00

Income Category	March Income	YTD Income	Budgeted YTD	Fiscal Year Budget
TRIAL BALANCE REPORTED INCOME (Deposited to County Trust Fund)				
Filing Fees	<u>\$32,176.40</u>	\$365,199.51	\$378,000.00	\$504,000.00
Interest	\$0.00	\$4,744.40	\$6,375.00	\$8,500.00
Credits/Refunds	\$365.40	\$2,867.00	\$3,225.00	\$4,300.00
Other	\$0.00	\$274,687.78	\$210,975.00	\$281,300.00
Subtotal:	\$32,541.80	\$647,498.69	\$598,575.00	\$798,100.00
LIBRARY GENERATED INCOME (Deposited to Library CitiBank Acct)				
Photocopier	\$86.50	\$891.30	\$112.50	\$150.00
Computer Printing	\$133.50	\$648.70	\$525.00	\$700.00
Conference Room Rental	\$0.00	\$415.00	\$750.00	\$1,000.00
Deed Form Sales	\$45.00	\$333.50	\$187.50	\$250.00
MCLE Tape Circulation	\$0.00	\$70.00	\$0.00	\$0.00
24-hour Material Circulation	\$30.00	\$514.00	\$750.00	\$1,000.00
Extra Computer Time	\$0.00	\$5.00	\$0.00	\$0.00
Lost Book Replacement	\$0.00	\$0.00	\$0.00	\$0.00
Vendor Credits/Refunds	\$0.00	\$2,575.86	\$3,750.00	\$5,000.00
SVCF Deposits	\$0.00	\$0.00	\$0.00	\$0.00
Grants	\$0.00	\$0.00	\$0.00	\$0.00
Overdue Fines	\$0.00	\$130.00	\$15.00	\$20.00
Transfers	\$0.00	\$69.42	\$0.00	\$0.00
Square Transactions	\$97.10	\$966.93	\$112.50	\$150.00
Other	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal:	\$392.10	\$6,619.71	\$6,202.50	\$8,270.00
TOTAL:	\$32,933.90	\$654,118.40	\$604,777.50	\$806,370.00

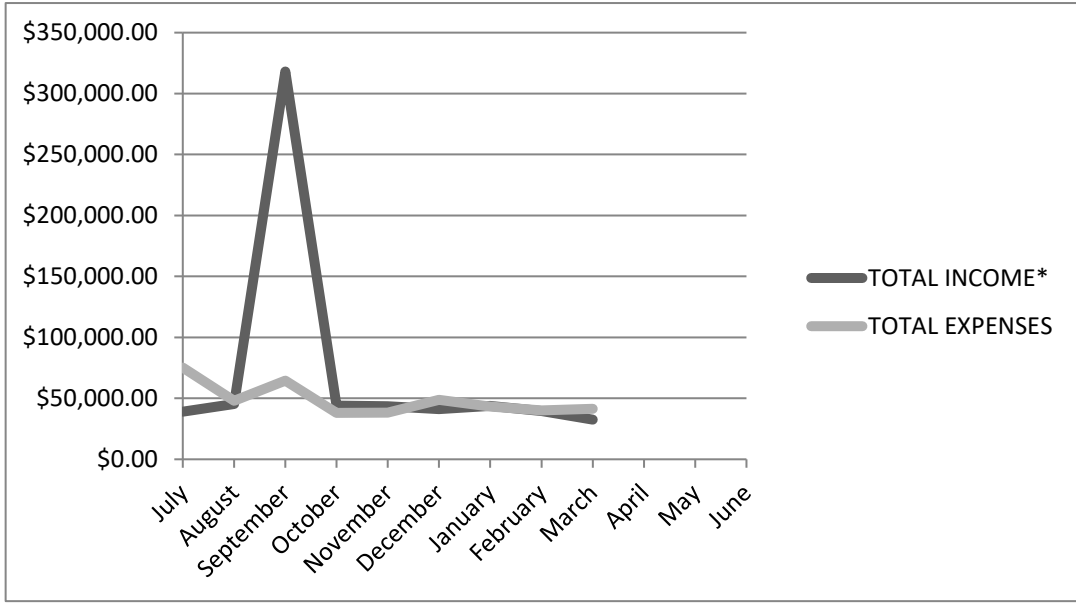
Transaction Date	Item	Debit	Credit	BALANCE	
			Beginning Balance 7/1/2021:	\$28,158.35	
			Beginning Balance 3/1/2022:	\$18,630.21	
FEBRUARY					
3/1/2022	Square (patron printing)		\$30.09	\$18,660.30	
3/8/2022	Service charge	\$27.15		\$18,633.15	
3/10/2022	SJ Mercury News (monthly subscription)	\$15.65		\$18,617.50	
3/14/2022	Square (patron printing)		\$6.72	\$18,624.22	
3/22/2022	Wall Street Journal (monthly subscription)	\$15.15		\$18,609.07	
3/22/2022	AT&T	\$80.25		\$18,528.82	
3/23/2022	Shutterstock (additional stock images for website)	\$229.00		\$18,299.82	
3/25/2022	Square (patron printing)		\$60.29	\$18,360.11	
3/25/2022	Amazon (security camera)	\$79.10		\$18,281.01	
3/25/2022	Zoom (annual renewal)	\$155.90		\$18,125.11	
3/30/2022	Library Monthly Deposit		\$295.00	\$18,420.11	
TOTALS:		\$602.20	\$392.10		
				Ending Balance 3/31/22:	\$18,420.11
				Monthly Difference:	-210.10
				YTD Difference:	-9,738.24

CASH ON HAND REPORT

PERIOD	TOTAL INCOME*	TOTAL EXPENSES	CASH ON HAND
July	\$39,100.21	\$75,232.17	\$707,137.89
August	\$45,403.71	\$47,973.81	\$704,567.79
September	\$318,121.63	\$64,507.51	\$958,181.91
October	\$44,145.18	\$38,096.35	\$964,230.74
November	\$43,609.13	\$38,327.34	\$969,512.53
December	\$41,076.30	\$48,785.27	\$961,803.56
January	\$43,843.32	\$43,178.51	\$962,468.37
February	\$39,657.41	\$39,994.65	\$962,131.13
March	\$32,541.80	\$41,467.69	\$953,205.24
April			
May			
June			
TOTALS	\$647,498.69	\$437,563.30	

YTD Difference	\$209,935.39
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* Total income deposited in County Trust Fund



PERIOD	SMC Trust Fund	CitiBank Account	Schwab Account	CalPERS Prefunding Account	TOTAL
July	\$707,137.89	\$27,606.70		\$31,014.09	\$765,758.68
August	\$704,567.79	\$24,628.51		\$31,014.09	\$760,210.39
September	\$958,181.91	\$24,735.04		\$31,014.09	\$1,013,931.04
October	\$964,230.74	\$24,952.68		\$30,938.98	\$1,020,122.40
November	\$969,512.53	\$22,874.35	\$281,744.33	\$30,938.98	\$1,305,070.19
December	\$961,803.56	\$23,008.81	\$281,746.81	\$30,938.98	\$1,297,498.16
January	\$962,468.37	\$21,599.93	\$281,749.49	\$31,639.65	\$1,297,457.44
February	\$962,131.13	\$18,630.21	\$281,752.17	\$31,639.65	\$1,294,153.16
March	\$953,205.24	\$18,420.11	\$288,794.14	\$31,639.65	\$1,292,059.14
April					
May					
June					