



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

December 8, 2022

BOARD OF LAW LIBRARY TRUSTEES MEETING
LOCATION: 710 Hamilton Street, Redwood City

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, December 8, 2022, 12:15 P.M.

AGENDA

1. CLOSED SESSION
2. REGULAR SESSION
 - a. Report on closed session
 - b. Approval of Minutes of the October 27 meeting
 - c. Acceptance of Report of Expenses for Period 3 (September) and Period 4 (October) FY22-23
 - d. Discussion/Informational Updates and Policy Decisions:
 - Volunteer Thank You party, Friday Dec 9 4pm-6pm
 - Introduction of new trustee and succession planning
 - Foundation to fund health stipend
 - Farewell to Carole Groom
 - e. Report of the San Mateo County Bar Association
 - f. Public open comment.
3. ADJOURNMENT

2023 MEETING SCHEDULE
SEE YOU NEXT YEAR, JANUARY 26!

Mark Your Calendar!

2023 San Mateo County Law Library Board of Trustees Meeting Schedule:

- January 26, 2023
- February 23, 2023
- March 23, 2023
- April 27, 2023
- May 25, 2023
- June 22, 2023
- July 27, 2023
- September 28, 2023
- October 26, 2023
- December 7, 2023

DETAILED MONTHLY EXPENSES					
	ID	Payee	Comments	Amount	
Operations	13962	CalPERS	Classic contributions	\$666.20	
	13963	CalPERS	Classic contributions	\$666.20	
	13964	CalPERS	PEPRA contributions	\$428.13	
	13965	CalPERS	PEPRA contributions	\$428.13	
	13966	CalPERS	GASB 68	\$700.00	
	13967	Cubing, Ino	Relates to = CC	\$712.50	
	13968	Ebsco		\$1,958.00	
	13969	Lexis (Matthew Bender)		\$3,476.86	
	13970	Office Depot	B215051 / Tabs, Post-Its	\$18.45	
	13971	Office Depot	B215051 / Coffee Urn	\$55.37	
	13972	Office Depot	B215051 / Coffee	\$8.99	
	13973	Office Depot	B215051 / Coffee	\$52.51	
	13974	Office Depot	B215051 / Rule, Tape, Leverlock	\$16.69	
	13975	West Group (Thomson Reuters)		\$2,939.02	
	13976	Veterans Information Services		\$30.00	
	13977	Xerox	VCL00000X000	\$208.68	
	CB233	Broadway Masala		\$69.46	
	CB234	Citibank Service Charge		\$27.23	
	CB235	Spoonflower	(office supplies)	\$22.96	
	CB236	Joe Kirley	fee	\$50.00	
	CB237	Marcia Woods	(check# 427) office supplies	\$29.59	
	CB239	Preply Inc	(Antonella Spanish Tutoring)	\$21.00	
	CB240	ATT Bill Payment		\$80.25	
	CB241	Wall St. Journal	(monthly subscription)	\$15.15	
	CB242	Taza Deli & Café		\$37.87	
	CB243	SJ Mercury News	(monthly subscription)	\$20.00	
	CB244	AM Association of Law Library		\$321.00	
	Subtotal:				\$13,060.24
	Payroll & Benefits	13977	Blake, Larry		\$250.00
		13978	Bracco, Caroline		\$7,692.80
		13979	Brill, Margaret Ruth		\$1,175.00
		13980	Conventini, Antonella		\$6,020.80
13981		Cubing, Ino		\$341.00	
13982		Gurthet, Andrew		\$562.50	
13983		Jimenez, Vanessa		\$264.00	
13984		Woods, Marcia		\$1,850.00	
13985		Medicare & FICA		536.74	
13986		Active Employee Benefits		900.30	
13987		Retired Employee Benefits		1460.64	
Subtotal:				\$21,053.78	
Total Monthly Expenses:				\$34,114.02	

DETAILED MONTHLY INCOME			
Fund	Income Source	Comments	Amount
SMC Trust	Filing Fees		\$39,668.64
	Interest		\$0.00
	Credits/Refunds		\$376.30
	Other		\$0.00
	Subtotal:		
CitiBank	Photocopier		\$122.00
	Computer Printing		\$49.00
	Conference Room Rental		\$100.00
	Deed Form Sales		\$60.00
	MCLE Tape Circulation		\$10.00
	24-hour Material Circulation		\$0.00
	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		\$0.00
	Other		\$0.00
Subtotal:			\$341.00
Total Monthly Income:			\$40,385.94

Expense Category	September Expenses			YTD Expenses	Budgeted YTD	Fiscal Year Budget
	SMC Trust Acct.	CitiBank Acct.	Acct. Totals			
PAYROLL						
Full time	\$13,713.60	\$0.00	\$13,713.60	\$33,877.60	\$29,866.67	\$179,200.00
Part time	\$4,101.50	\$0.00	\$4,101.50	\$14,751.00	\$15,883.33	\$95,300.00
Subtotal :	\$17,815.10	\$0.00	\$17,815.10	\$48,628.60	\$45,750.00	\$274,500.00
BENEFITS						
CalPERS Retirement	\$2,888.66	\$0.00	\$2,888.66	\$3,282.99	\$4,766.67	\$28,600.00
CalPERS UAL	\$0.00	\$0.00	\$0.00	\$51,883.00	\$8,916.67	\$53,500.00
CalPERS Pension Prefunding*	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Medicare & FICA	\$536.74	\$0.00	\$536.74	\$1,615.81	\$1,666.67	\$10,000.00
Prior OASDI	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Active Employee Benefits	\$900.30	\$0.00	\$900.30	\$1,800.60	\$1,833.33	\$11,000.00
Retired Employee Benefits	\$1,460.64	\$0.00	\$1,460.64	\$2,921.28	\$3,000.00	\$18,000.00
Subtotal :	\$5,786.34	\$0.00	\$5,786.34	\$61,503.68	\$20,183.33	\$121,100.00
LIBRARY RESOURCES						
New Materials	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Print Resources	\$3,506.86	\$35.15	\$3,542.01	\$10,934.59	\$18,083.33	\$108,500.00
Electronic Resources	\$4,897.02	\$0.00	\$4,897.02	\$30,372.00	\$8,333.33	\$50,000.00
Subtotal :	\$8,403.88	\$35.15	\$8,439.03	\$41,306.59	\$26,416.67	\$158,500.00
OPERATIONAL EXPENSES						
Insurance	\$0.00	\$0.00	\$0.00	\$4,737.00	\$1,333.33	\$8,000.00
Copy Machines	\$208.68	\$0.00	\$208.68	\$208.68	\$416.67	\$2,500.00
Capital Improvements	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Office Supplies	\$0.00	\$52.55	\$52.55	\$0.00	\$250.00	\$1,500.00
Use Tax	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Catering	\$0.00	\$107.33	\$107.33	\$74.57	\$133.33	\$800.00
Tech Support	\$712.50	\$0.00	\$712.50	\$712.50	\$1,600.00	\$9,600.00
Support Software	\$0.00	\$0.00	\$0.00	\$0.00	\$800.00	\$4,800.00
Building Maintenance	\$0.00	\$50.00	\$50.00	\$50.00	\$1,016.67	\$6,100.00
Services	\$0.00	\$0.00	\$0.00	\$0.00	\$3,750.00	\$22,500.00
Educational/Professional	\$0.00	\$21.00	\$21.00	\$812.00	\$33.33	\$200.00
Dues	\$0.00	\$321.00	\$321.00	\$0.00	\$216.67	\$1,300.00
Telecommunications	\$0.00	\$80.25	\$80.25	\$250.84	\$266.67	\$1,600.00
Travel Expenses	\$0.00	\$0.00	\$0.00	\$907.09	\$200.00	\$1,200.00
Promotional	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Transfers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Citibank Service Charges	\$0.00	\$27.23	\$27.23	\$51.37	\$56.67	\$340.00
Miscellaneous	\$0.00	\$0.00	\$0.00	\$92.01	\$300.00	\$1,800.00
Subtotal :	\$921.18	\$659.36	\$1,580.54	\$7,896.06	\$10,373.33	\$62,240.00
TOTAL:	\$32,926.50	\$694.51	\$33,621.01	\$159,334.93	\$102,723.33	\$616,340.00

Income Category	September Income	YTD Income
TRIAL BALANCE REPORTED INCOME (Deposited to County Trust Fund)		
Filing Fees	<u>\$39,668.64</u>	\$120,831.63
Interest	\$0.00	\$0.00
Credits/Refunds	\$376.30	\$1,306.15
Other	\$0.00	\$0.00
Subtotal:	\$40,044.94	\$122,137.78
LIBRARY GENERATED INCOME (Deposited to Library CitiBank Acct)		
Photocopier	\$122.00	\$456.00
Computer Printing	\$49.00	\$127.00
Conference Room Rental	\$100.00	\$482.50
Deed Form Sales	\$60.00	\$180.00
MCLE Tape Circulation	\$10.00	\$10.00
24-hour Material Circulation	\$0.00	\$30.00
Extra Computer Time	\$0.00	\$0.00
Lost Book Replacement	\$0.00	\$0.00
Vendor Credits/Refunds	\$0.00	\$2,779.18
SVCF Deposits	\$0.00	\$0.00
Grants	\$0.00	\$0.00
Overdue Fines	\$0.00	\$10.00
Transfers	\$0.00	\$0.00
Square Transactions	\$0.00	\$41.68
Other	\$0.00	\$0.00
Subtotal:	\$341.00	\$4,116.36
TOTAL:	\$40,385.94	\$126,254.14

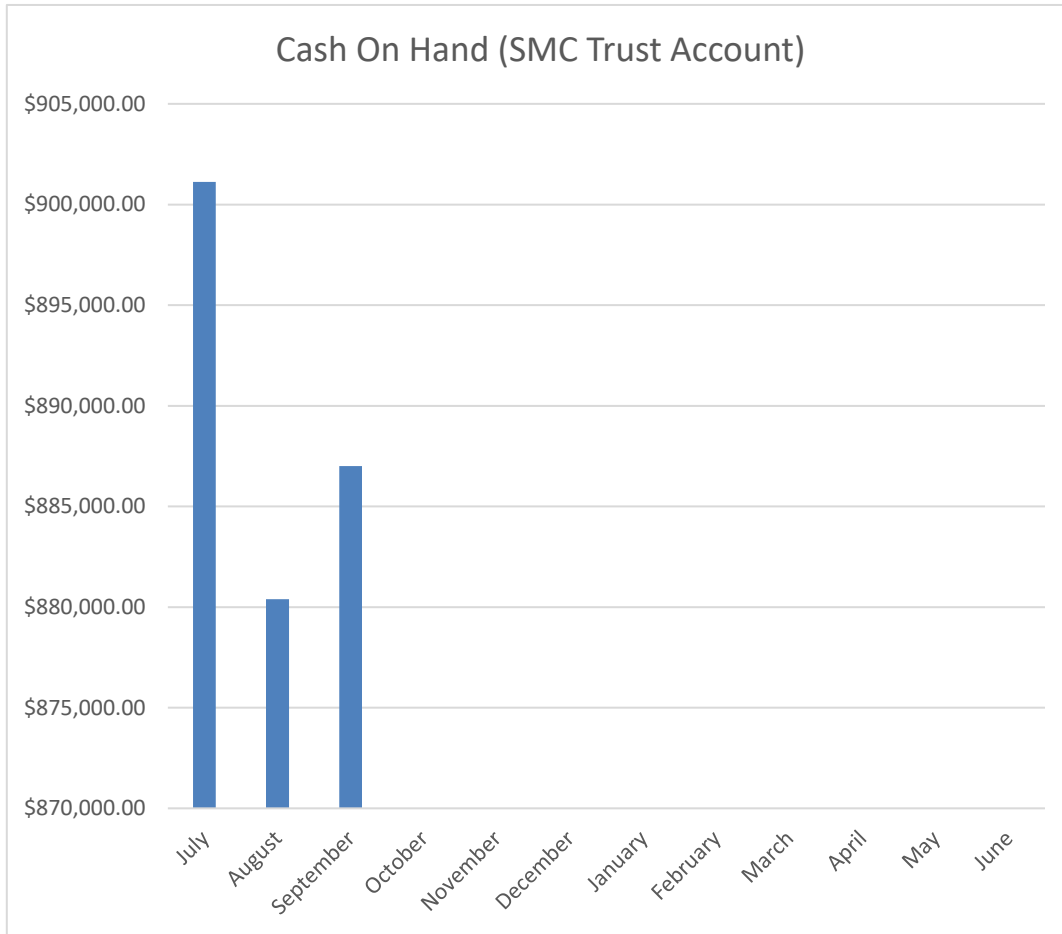
Transaction Date	Item	Debit	Credit	BALANCE	
		Beginning Balance 7/1/2022:		\$17,274.37	
		Beginning Balance 9/1/2022:		\$13,722.24	
AUGUST					
9/1/2022	Broadway Masala	\$69.46		\$13,652.78	
9/8/2022	Citibank Service Charge	\$27.23		\$13,625.55	
9/9/2022	Spoonflower (office supplies)	\$22.96		\$13,602.59	
9/9/2022	Joe Kirley (check# 426) July, August monthly security alarm fee	\$50.00		\$13,552.59	
9/12/2022	Marcia Woods (check# 427) office supplies	\$29.59		\$13,523.00	
9/14/2022	Square Inc. (patron printing)		\$4.28	\$13,527.28	
9/20/2022	Preply Inc (Antonella Spanish Tutoring)	\$21.00		\$13,506.28	
9/20/2022	ATT Bill Payment	\$80.25		\$13,426.03	
9/23/2022	Wall St. Journal (monthly subscription)	\$15.15		\$13,410.88	
9/26/2022	Taza Deli & Café	\$37.87		\$13,373.01	
9/28/2022	SJ Mercury News (monthly subscription)	\$20.00		\$13,353.01	
9/29/2022	AM Association of Law Library	\$321.00		\$13,032.01	
9/30/2022	Library Monthly Deposit		\$341.00	\$13,373.01	
TOTALS:		\$694.51	\$345.28		
				Ending Balance 9/30/22:	\$13,373.01
				Monthly Difference:	-349.23
				YTD Difference:	-3,901.36

**CASH ON HAND
 (SMC Trust Account)**

PERIOD	TOTAL INCOME*	TOTAL EXPENSES	CASH ON HAND
July	\$37,819.96	\$86,996.50	\$901,122.90
August	\$44,272.88	\$65,010.84	\$880,384.94
September	\$40,044.94	\$33,428.97	\$887,000.91
October			
November			
December			
January			
February			
March			
April			
May			
June			
TOTALS	\$122,137.78	\$185,436.31	

YTD Difference	-\$63,298.53
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* Total income deposited in County Trust Fund

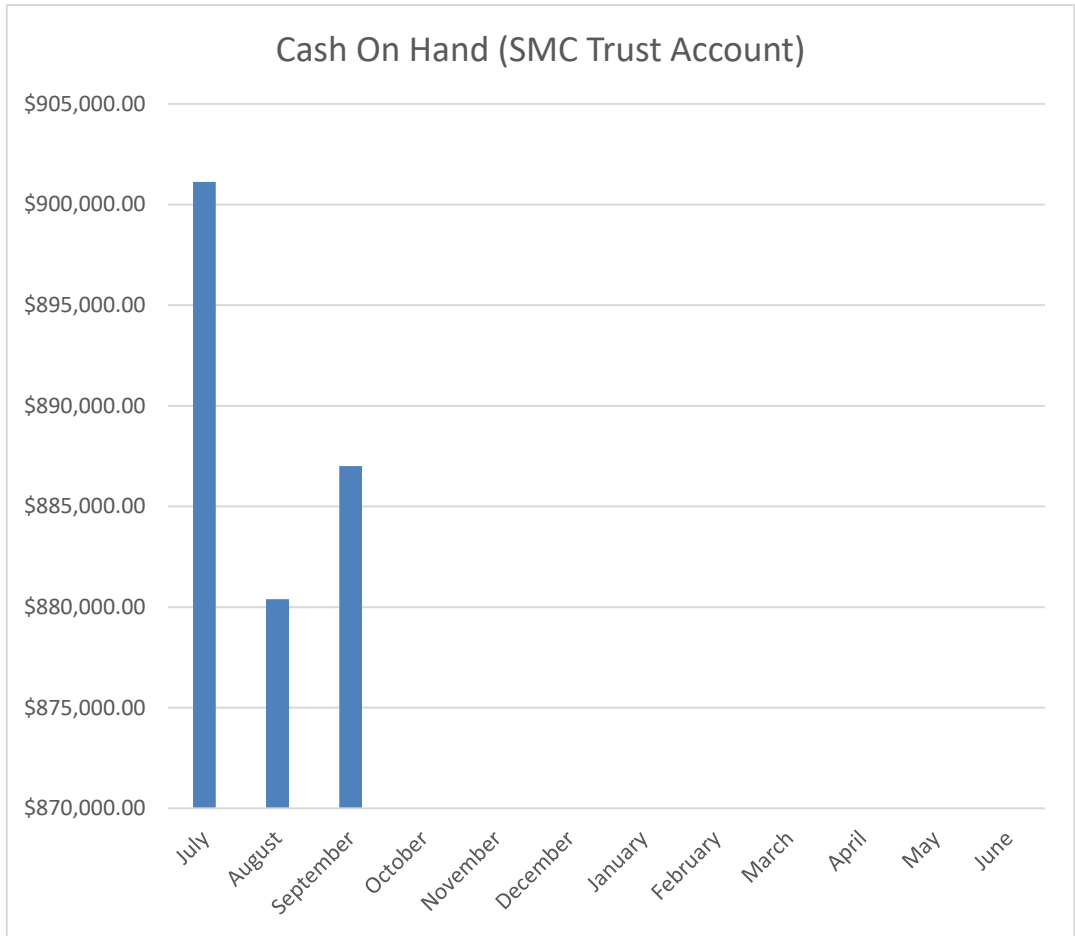


**CASH ON HAND
 (SMC Trust Account)**

PERIOD	TOTAL INCOME*	TOTAL EXPENSES	CASH ON HAND
July	\$37,819.96	\$86,996.50	\$901,122.90
August	\$44,272.88	\$65,010.84	\$880,384.94
September	\$40,044.94	\$33,428.97	\$887,000.91
October			
November			
December			
January			
February			
March			
April			
May			
June			
TOTALS	\$122,137.78	\$185,436.31	

YTD Difference	-\$63,298.53
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* Total income deposited in County Trust Fund

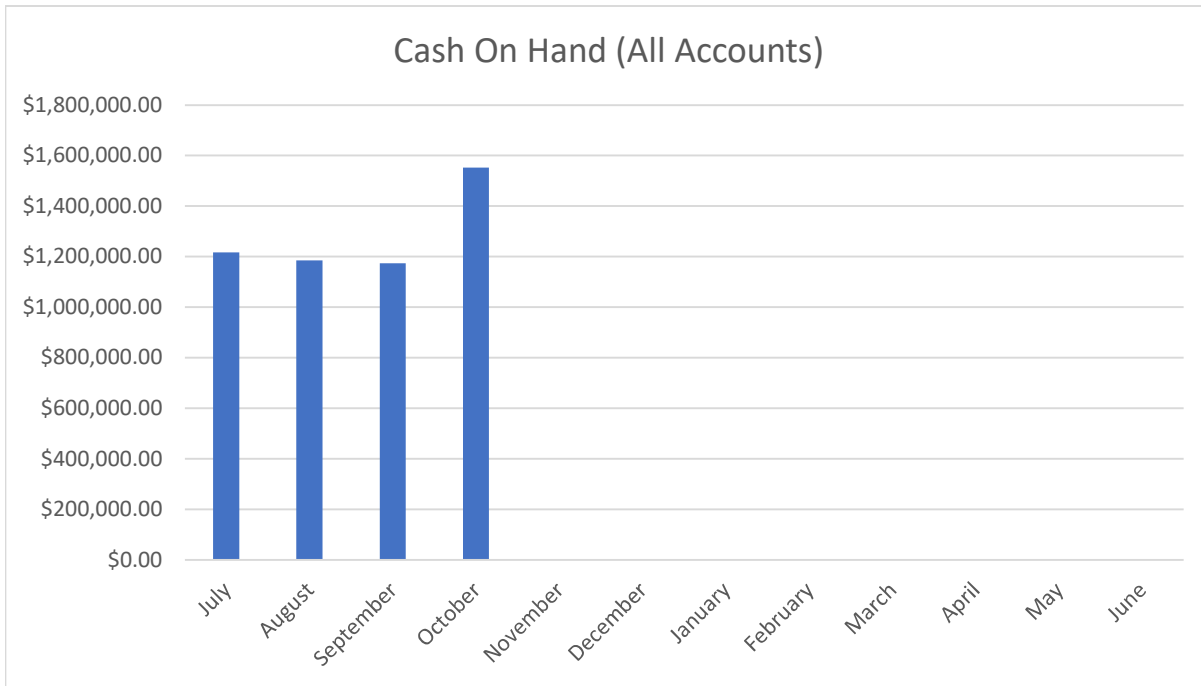


Payroll & Benefits	13989	Blake, Larry	\$400.00
	13990	Bracco, Caroline	\$7,692.80
	13991	Brill, Margaret Ruth	\$1,675.00
	13992	Conventini, Antonella	\$6,020.80
	13993	Cubing, Ino	\$88.00
	13994	Edmondson, Paula	\$0.00
	13995	Gurthet, Andrew	\$262.50
	13996	Jimenez, Vanessa	\$176.00
	13997	Woods, Marcia	\$1,775.00
	13998	Medicare & FICA	531.69
	13999	Active Employee Benefits	900.30
	14000	Retired Employee Benefits	1460.64
	Subtotal:		
Total Monthly Expenses:			\$37,829.25

DETAILED MONTHLY INCOME			
Fund	Income Source	Comments	Amount
SMC Trust	Filing Fees		\$44,521.09
	Interest		\$3,006.92
	Credits/Refunds		\$343,558.42
	Other		\$0.00
	Subtotal:		
CitiBank	Photocopier		\$126.00
	Computer Printing		\$115.00
	Conference Room Rental		\$20.00
	Deed Form Sales		\$46.00
	MCLE Tape Circulation		\$15.00
	24-hour Material Circulation		\$10.00
	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		\$0.00
	Other		\$0.00
Subtotal:			\$332.00
Total Monthly Income:			\$391,418.43

**Cash On Hand
 (All accounts)**

PERIOD	SMC Trust Fund	CitiBank Account	Schwab Account	CalPERS Prefunding Account	TOTAL
July	\$901,122.90	\$14,674.69	\$271,583.96	\$28,440.30	\$1,215,821.85
August	\$880,384.94	\$13,722.24	\$262,647.18	\$28,440.30	\$1,185,194.66
September	\$887,000.91	\$13,373.01	\$244,435.50	\$28,440.30	\$1,173,249.72
October	\$1,241,523.69	\$12,415.15	\$269,471.27	\$28,440.30	\$1,551,850.41
November					
December					
January					
February					
March					
April					
May					
June					

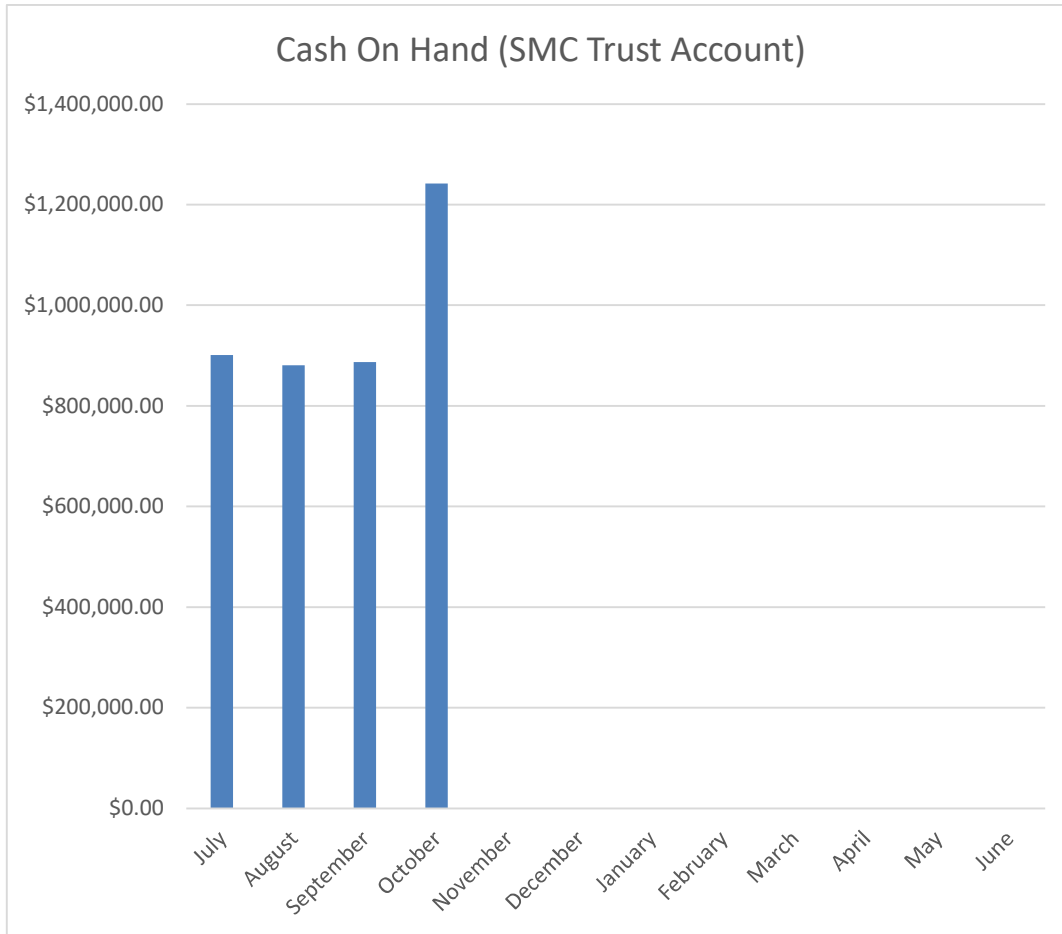


**CASH ON HAND
 (SMC Trust Account)**

PERIOD	TOTAL INCOME*	TOTAL EXPENSES	CASH ON HAND
July	\$37,819.96	\$86,996.50	\$901,122.90
August	\$44,272.88	\$152,007.34	\$880,384.94
September	\$40,044.94	\$185,436.31	\$887,000.91
October	\$391,086.43	\$36,563.65	\$1,241,523.69
November			
December			
January			
February			
March			
April			
May			
June			
TOTALS	\$513,224.21	\$461,003.80	

YTD Difference	\$52,220.41
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* Total income deposited in County Trust Fund



Transaction Date	Item	Debit	Credit	BALANCE
Beginning Balance 09/1/2022:				\$13,722.24
Beginning Balance 10/1/2022:				\$13,373.01
OCTOBER				
10/2/2022	Marcia Woods	\$19.99		\$13,353.02
10/4/2022	Demco Inc	\$124.52		\$13,228.50
10/6/2022	CVS	\$7.56		\$13,220.94
10/7/2022	Draegers Supermarket	\$73.27		\$13,147.67
10/7/2022	Square - Deposit		\$38.86	\$13,186.53
10/11/2022	Bank Service Charge	\$26.06		\$13,160.47
10/17/2022	Sergio Anaya	\$399.00		\$12,761.47
10/18/2022	Preply, inc	\$21.00		\$12,740.47
10/18/2022	Papitos	\$21.34		\$12,719.13
10/19/2022	AT&T	\$80.25		\$12,638.88
10/20/2022	Demco Inc	\$30.59		\$12,608.29
10/25/2022	Wall Street Journal	\$15.15		\$12,593.14
10/25/2022	Paperless Post	\$50.00		\$12,543.14
10/26/2022	Edco.com	\$160.33		\$12,382.81
10/26/2022	The Mercury News	\$20.00		\$12,362.81
10/27/2022	The Sandwich Spot	\$104.66		\$12,258.15
10/28/2022	Gerry's Cakes	\$55.00		\$12,203.15
10/28/2022	Northern California Library	\$40.00		\$12,163.15
10/31/2022	Lawdable Press	\$80.00		\$12,083.15
10/31/2022	Library Monthly Deposit		\$332.00	\$12,415.15
TOTALS:		\$1,328.72	\$370.86	
Ending Balance 10/31/22:				\$12,415.15
Monthly Difference:				-957.86
YTD Difference:				-1,307.09

Income Category	October Income	YTD Income
TRIAL BALANCE REPORTED INCOME (Deposited to County Trust Fund)		
Filing Fees	\$44,521.09	\$120,831.63
Interest	\$3,006.92	\$0.00
Credits/Refunds	\$343,558.42	\$1,306.15
Other	\$0.00	\$0.00
Subtotal:	\$391,086.43	\$122,137.78
LIBRARY GENERATED INCOME (Deposited to Library CitiBank Acct)		
Photocopier	\$126.00	\$456.00
Computer Printing	\$115.00	\$127.00
Conference Room Rental	\$20.00	\$482.50
Deed Form Sales	\$46.00	\$180.00
MCLE Tape Circulation	\$15.00	\$10.00
24-hour Material Circulation	\$10.00	\$30.00
Extra Computer Time	\$0.00	\$0.00
Lost Book Replacement	\$0.00	\$0.00
Vendor Credits/Refunds	\$0.00	\$2,779.18
SVCF Deposits	\$0.00	\$0.00
Grants	\$0.00	\$0.00
Overdue Fines	\$0.00	\$10.00
Transfers	\$0.00	\$0.00
Square Transactions	\$0.00	\$41.68
Other	\$0.00	\$0.00
Subtotal:	\$332.00	\$4,116.36
TOTAL:	\$391,418.43	\$126,254.14

Expense Category	October Expenses			YTD Expenses	Budgeted YTD	Fiscal Year Budget
	SMC Trust Acct.	CitiBank Acct.	Acct. Totals			
PAYROLL						
Full time	\$13,713.60	\$0.00	\$13,713.60	\$33,877.60	\$29,866.67	\$179,200.00
Part time	\$4,376.50	\$0.00	\$4,376.50	\$14,751.00	\$15,883.33	\$95,300.00
Subtotal :	\$18,090.10	\$0.00	\$18,090.10	\$48,628.60	\$45,750.00	\$274,500.00
BENEFITS						
CalPERS Retirement	\$2,188.56	\$0.00	\$2,188.56	\$3,282.99	\$4,766.67	\$28,600.00
CalPERS UAL	\$0.00	\$0.00	\$0.00	\$51,883.00	\$8,916.67	\$53,500.00
CalPERS Pension Prefunding*	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Medicare & FICA	\$531.69	\$0.00	\$531.69	\$1,615.81	\$1,666.67	\$10,000.00
Prior OASDI	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Active Employee Benefits	\$900.30	\$0.00	\$900.30	\$1,800.60	\$1,833.33	\$11,000.00
Retired Employee Benefits	\$1,460.64	\$0.00	\$1,460.64	\$2,921.28	\$3,000.00	\$18,000.00
Subtotal :	\$5,081.19	\$0.00	\$5,081.19	\$61,503.68	\$20,183.33	\$121,100.00
LIBRARY RESOURCES						
New Materials	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Print Resources	\$7,577.49	\$115.15	\$7,692.64	\$10,934.59	\$18,083.33	\$108,500.00
Electronic Resources	\$3,221.29	\$0.00	\$3,221.29	\$30,372.00	\$8,333.33	\$50,000.00
Subtotal :	\$10,798.78	\$115.15	\$10,913.93	\$41,306.59	\$26,416.67	\$158,500.00
OPERATIONAL EXPENSES						
Insurance	\$0.00	\$0.00	\$0.00	\$4,737.00	\$1,333.33	\$8,000.00
Copy Machines	\$208.68	\$0.00	\$208.68	\$208.68	\$416.67	\$2,500.00
Capital Improvements	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Office Supplies	\$849.63	\$360.93	\$1,210.56	\$0.00	\$250.00	\$1,500.00
Use Tax	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Catering	\$0.00	\$503.66	\$503.66	\$74.57	\$133.33	\$800.00
Tech Support	\$0.00	\$0.00	\$0.00	\$712.50	\$1,600.00	\$9,600.00
Support Software	\$0.00	\$0.00	\$0.00	\$0.00	\$800.00	\$4,800.00
Building Maintenance	\$1,472.15	\$0.00	\$1,472.15	\$50.00	\$1,016.67	\$6,100.00
Services	\$0.00	\$0.00	\$0.00	\$0.00	\$3,750.00	\$22,500.00
Educational/Professional	\$0.00	\$21.00	\$21.00	\$812.00	\$33.33	\$200.00
Dues	\$0.00	\$40.00	\$40.00	\$0.00	\$216.67	\$1,300.00
Telecommunications	\$63.12	\$80.25	\$143.37	\$250.84	\$266.67	\$1,600.00
Travel Expenses	\$0.00	\$21.34	\$21.34	\$907.09	\$200.00	\$1,200.00
Promotional	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Transfers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Citibank Service Charges	\$0.00	\$26.06	\$26.06	\$51.37	\$56.67	\$340.00
Miscellaneous	\$0.00	\$160.33	\$160.33	\$92.01	\$300.00	\$1,800.00
Subtotal :	\$2,593.58	\$1,213.57	\$3,807.15	\$7,896.06	\$10,373.33	\$62,240.00
TOTAL:	\$36,563.65	\$1,328.72	\$37,892.37	\$159,334.93	\$102,723.33	\$616,340.00