

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

March 23, 2023

BOARD OF LAW LIBRARY TRUSTEES MEETING

LOCATION: Criminal Justice Training Room
Hall of Justice, 400 County Center
Zoom Meeting ID 233 094 3330

Remote attendance by Trustee Brown at 2000 Broadway Street
Redwood City, CA 94063

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 two 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, March 23, 2023, 12:15 P.M.

AGENDA

1. CLOSED SESSION
2. REGULAR SESSION
 - a. Report on closed session
 - b. Approval of Minutes of the Thursday, February 23 meeting
 - c. Acceptance of Report of Expenses for Period 7 (January) Period 8 (February) FY22-23
 - d. Discussion/Informational Updates and Policy Decisions:
 - Provision of assistive hearing device per request
 - Payment to BALA Consumer Law Clinic via SMCLL Foundation
 - New subscription contract for WestLaw electronic database
 - Preparing FY2023-2024 Budget for April meeting
 - Upcoming Spring CCCLL meeting and legislative advocacy day
 - Form 700 Statement of Economic Interests update

- Summer internship stipend update
 - e. Report of the San Mateo County Bar Association
 - f. Public open comment.
3. ADJOURNMENT

2023 MEETING SCHEDULE
NEXT MEETING APRIL 27

Mark Your Calendar!

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

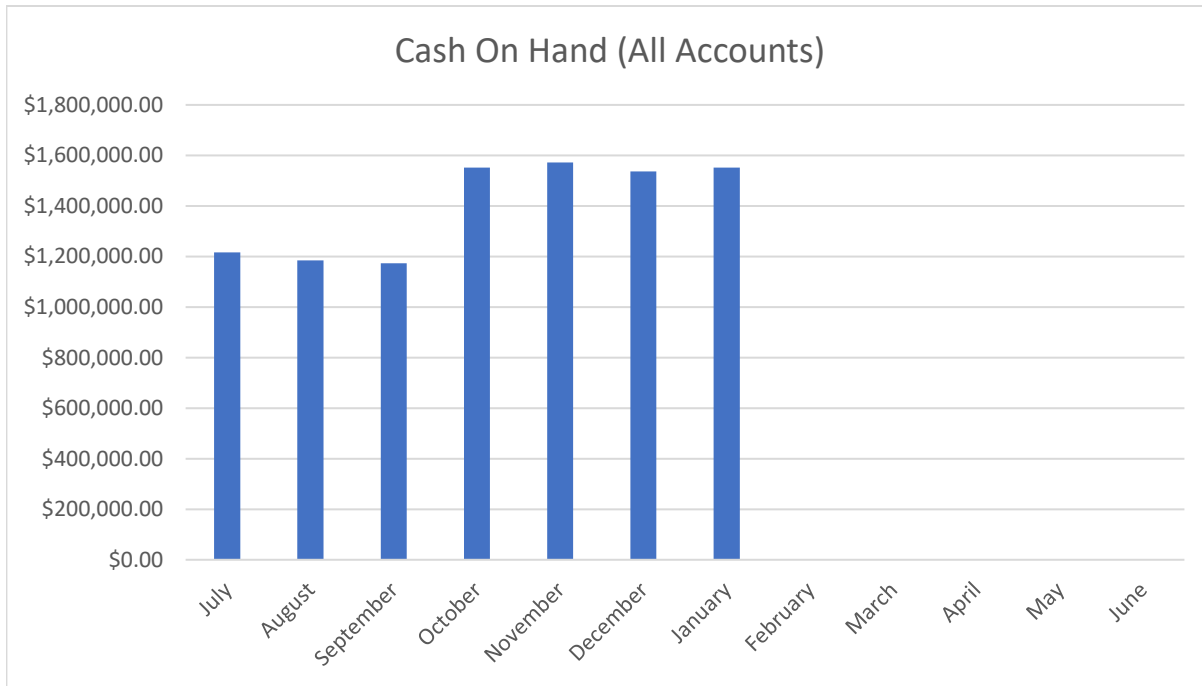
- April 27, 2023
- May 25, 2023
- June 22, 2023
- July 27, 2023
- September 28, 2023
- October 26, 2023
- December 7, 2023

DETAILED MONTHLY EXPENSES					
	ID	Payee	Comments	Amount	
Operations	14036	CalPERS	Classic contributions	\$666.15	
	14037	CalPERS	Classic contributions	\$666.15	
	14038	CalPERS	PEPRA contributions	\$428.13	
	14039	CalPERS	PEPRA contributions	\$428.13	
	14040	West Group,Thomson Reuters	Library Plan Charges - Jan	\$3,086.29	
	14042	Cubing, Ino	Bluehost Domain renewal	\$161.88	
	14043	Cubing, Ino	IT Support	\$862.50	
	14044	Office Depot	Compost bags	\$24.60	
	14045	Office Depot	Planners, markers	\$42.47	
	14046	UC Regents (CEB)	Multiple Orders	\$2,979.19	
	14047	Xerox	VCL00000X000	\$208.68	
	14048	Data Trace Publishing Co	Forms	\$241.95	
	14049	LexisNexis	Renewal Installment 10/22	\$3,476.86	
	14050	LexisNexis	Renewal Installment 11/22	\$3,476.86	
	14051	LexisNexis	Renewal Installment 01/23	\$3,476.86	
	CB300	Joe Kirley	Dec	\$25.00	
	CB301	Preply	Education	\$21.00	
	CB302	Account Analysis	service charge	\$27.25	
	CB303	AT&T	Telephone	\$80.25	
	CB304	Cal Court Association	print material	\$51.00	
	CB305	Vesta	catering	\$62.99	
	CB306	The Versa Tape Company	print material	\$181.99	
	CB307	Staples	office supplies	\$30.16	
	CB308	The Wall Street Journal	Subscription	\$15.15	
	CB309	The Mercury News	Subscription	\$20.00	
	CB310	The Sandwich Spot	catering	\$79.15	
	Subtotal:				\$20,820.64
	Payroll & Benefits		Blake, Larry		\$400.00
			Bracco, Caroline		\$7,692.80
			Brill, Margaret Ruth		\$1,200.00
			Conventini, Antonella		\$6,020.80
		Cubing, Isabelle		\$80.12	
		Edmondson, Paula		\$0.00	
		Jimenez, Vanessa		\$176.00	
		Woods, Marcia		\$1,300.00	
		Medicare & FICA		\$ 455.90	
		Active Employee Benefits		\$ 1,452.22	
		Retired Employee Benefits		\$ 989.05	
Subtotal:				\$19,766.89	
Total Monthly Expenses:				\$40,587.53	

DETAILED MONTHLY INCOME			
Fund	Income Source	Comments	Amount
SMC Trust	Filing Fees		\$43,271.54
	Interest		\$5,076.05
	Credits/Refunds		\$376.30
	Other		\$0.00
		Subtotal:	\$48,723.89
CitiBank	Photocopier		\$132.00
	Computer Printing		\$73.00
	Conference Room Rental		\$0.00
	Deed Form Sales		\$69.00
	MCLE Tape Circulation		\$0.00
	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:	\$284.00
Total Monthly Income:			\$49,007.89

**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	\$1,261,267.98	\$13,699.13	\$268,705.74	\$28,440.30	\$1,572,113.15
December	\$1,225,719.89	\$11,665.15	\$271,007.87	\$27,995.13	\$1,536,388.04
January	\$1,239,578.35	\$11,467.66	\$273,993.33	\$27,493.79	\$1,552,533.13
February					
March					
April					
May					
June					

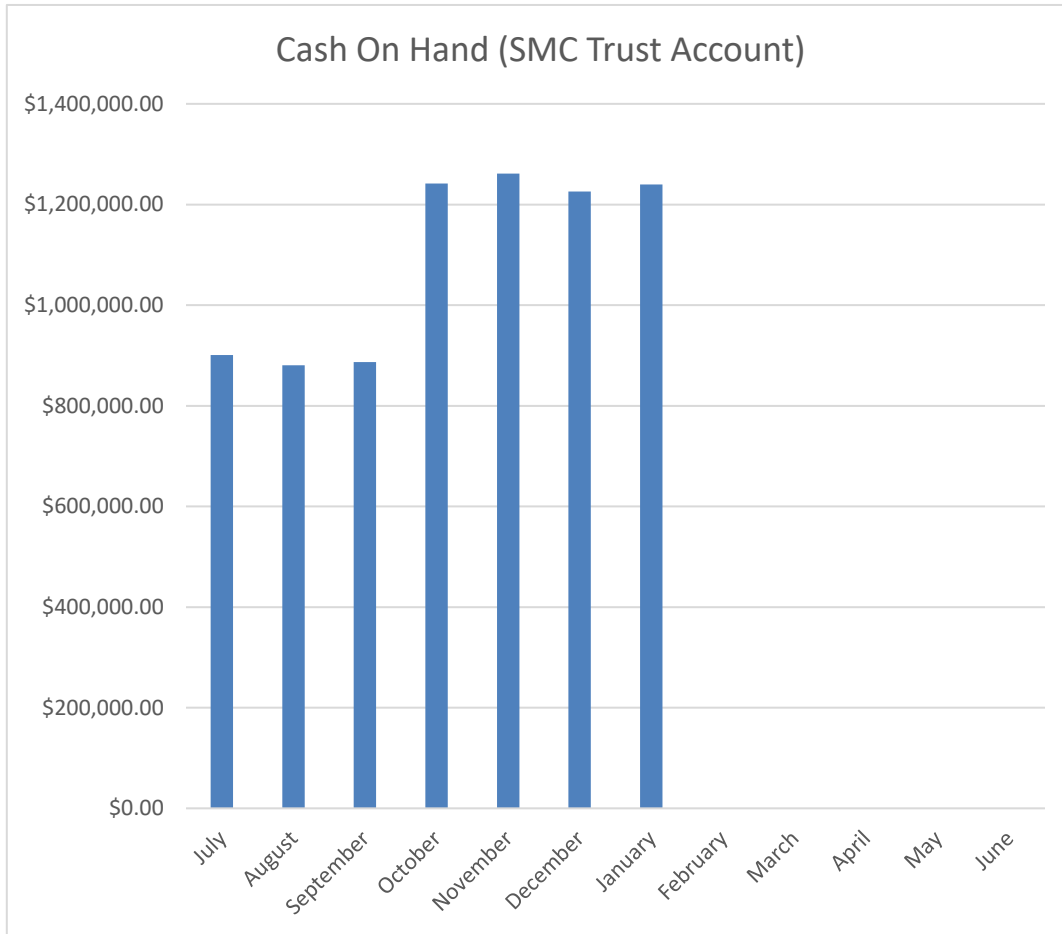


**CASH ON HAND
 (SMC Trust Account)**

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	\$40,507.18	\$20,762.89	\$1,261,267.98
December	\$44,224.19	\$79,772.28	\$1,225,719.89
January	\$48,723.89	\$34,865.43	\$1,239,578.35
February			
March			
April			
May			
June			
TOTALS	\$646,679.47	\$596,404.40	

YTD Difference	\$50,275.07
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* Total income deposited in County Trust Fund



Transaction Date	Item	Debit	Credit	BALANCE
Beginning Balance 12/1/2022:				\$13,699.16
Beginning Balance 1/1/2023:				\$11,665.15
JANUARY				
1/6/2023	Joe Kirley #435 Dec	\$25.00		\$11,640.15
1/10/2023	Preply Inc	\$21.00		\$11,619.15
1/10/2023	Account Analysis	\$27.25		\$11,591.90
1/18/2023	AT&T	\$80.25		\$11,511.65
1/19/2023	Cal Court Association	\$51.00		\$11,460.65
1/23/2023	Vesta	\$62.99		\$11,397.66
1/23/2023	The Versa Tape Company #437	\$181.99		\$11,215.67
1/24/2023	Square deposit		\$6.23	\$11,221.90
1/24/2023	The Wall Street Journal	\$15.15		\$11,206.75
1/24/2023	Staples	\$30.16		\$11,176.59
1/25/2023	Square deposit		\$60.64	\$11,237.23
1/26/2023	San Jose Mercury News	\$20.00		\$11,217.23
1/26/2023	The Sandwich Spot	\$79.15		\$11,138.08
1/27/2023	Square deposit		\$16.46	\$11,154.54
1/30/2023	Square deposit		\$29.12	\$11,183.66
1/31/2023	Deposit		\$284.00	\$11,467.66
TOTALS:		\$593.94	\$396.45	
Ending Balance 1/31/23:				\$11,467.66
Monthly Difference:				-197.49
YTD Difference:				-2,231.50

Income Category	January Income	YTD Income
TRIAL BALANCE REPORTED INCOME (Deposited to County Trust Fund)		
Filing Fees	<u>\$43,271.54</u>	\$292,414.88
Interest	\$5,076.05	\$8,082.97
Credits/Refunds	\$376.30	\$346,181.62
Other	\$0.00	\$0.00
Subtotal:	\$48,723.89	\$646,679.47
LIBRARY GENERATED INCOME (Deposited to Library CitiBank Acct)		
Photocopier	\$132.00	\$948.00
Computer Printing	\$73.00	\$476.00
Conference Room Rental	\$0.00	\$502.50
Deed Form Sales	\$69.00	\$360.00
MCLE Tape Circulation	\$0.00	\$70.00
24-hour Material Circulation	\$10.00	\$180.00
Extra Computer Time	\$0.00	\$0.00
Lost Book Replacement	\$0.00	\$0.00
Vendor Credits/Refunds	\$0.00	\$2,897.92
SVCF Deposits	\$0.00	\$0.00
Grants	\$0.00	\$1,958.00
Overdue Fines	\$0.00	\$20.00
Transfers	\$0.00	\$0.00
Square Transactions	\$0.00	\$41.68
Other	\$0.00	\$0.00
Subtotal:	\$284.00	\$7,454.10
TOTAL:	\$49,007.89	\$654,133.57

Expense Category	January 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	\$109,302.40	\$29,866.67	\$179,200.00
Part time	\$3,156.12	\$0.00	\$3,156.12	\$40,337.12	\$15,883.33	\$95,300.00
Subtotal :	\$16,869.72	\$0.00	\$16,869.72	\$149,639.52	\$45,750.00	\$274,500.00
BENEFITS						
CalPERS Retirement	\$2,188.56	\$0.00	\$2,188.56	\$16,020.17	\$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	\$455.90	\$0.00	\$455.90	\$4,491.45	\$1,666.67	\$10,000.00
Prior OASDI	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Active Employee Benefits	\$1,452.22	\$0.00	\$1,452.22	\$6,854.02	\$1,833.33	\$11,000.00
Retired Employee Benefits	\$989.05	\$0.00	\$989.05	\$10,161.09	\$3,000.00	\$18,000.00
Subtotal :	\$5,085.73	\$0.00	\$5,085.73	\$89,409.73	\$20,183.33	\$121,100.00
LIBRARY RESOURCES						
New Materials	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Print Resources	\$3,328.24	\$217.14	\$3,545.38	\$45,328.90	\$18,083.33	\$108,500.00
Electronic Resources	\$13,409.77	\$0.00	\$13,409.77	\$70,988.60	\$8,333.33	\$50,000.00
Subtotal :	\$16,738.01	\$217.14	\$16,955.15	\$116,317.50	\$26,416.67	\$158,500.00
OPERATIONAL EXPENSES						
Insurance	\$0.00	\$0.00	\$0.00	\$4,772.00	\$1,333.33	\$8,000.00
Copy Machines	\$208.68	\$0.00	\$208.68	\$1,252.08	\$416.67	\$2,500.00
Capital Improvements	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Office Supplies	\$67.07	\$81.16	\$148.23	\$1,870.68	\$250.00	\$1,500.00
Use Tax	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Catering	\$0.00	\$142.14	\$142.14	\$887.22	\$133.33	\$800.00
Tech Support	\$1,024.38	\$0.00	\$1,024.38	\$4,648.38	\$1,600.00	\$9,600.00
Support Software	\$0.00	\$0.00	\$0.00	\$239.88	\$800.00	\$4,800.00
Building Maintenance	\$0.00	\$25.00	\$25.00	\$2,334.15	\$1,016.67	\$6,100.00
Services	\$0.00	\$0.00	\$0.00	\$346.20	\$3,750.00	\$22,500.00
Educational/Professional	\$0.00	\$21.00	\$21.00	\$917.00	\$33.33	\$200.00
Dues	\$0.00	\$0.00	\$0.00	\$361.00	\$216.67	\$1,300.00
Telecommunications	\$37.03	\$80.25	\$117.28	\$791.98	\$266.67	\$1,600.00
Travel Expenses	\$0.00	\$0.00	\$0.00	\$930.43	\$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	\$27.25	\$27.25	\$185.20	\$56.67	\$340.00
Miscellaneous	\$0.00	\$0.00	\$0.00	\$352.34	\$300.00	\$1,800.00
Subtotal :	\$1,337.16	\$376.80	\$1,713.96	\$19,888.54	\$10,373.33	\$62,240.00
TOTAL:	\$40,030.62	\$593.94	\$40,624.56	\$375,255.29	\$102,723.33	\$616,340.00

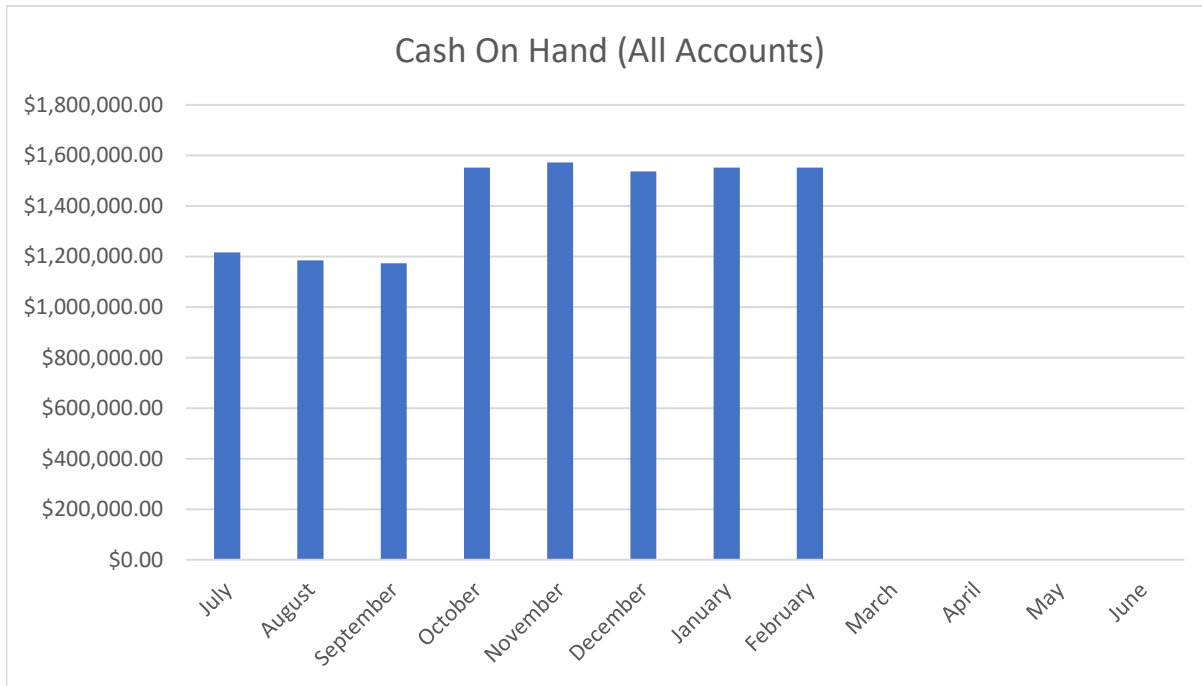
DETAILED MONTHLY EXPENSES					
	ID	Payee	Comments	Amount	
Operations	14052	CalPERS	Classic contributions	\$666.15	
	14053	CalPERS	Classic contributions	\$666.15	
	14054	CalPERS	PEPRA contributions	\$428.13	
	14055	CalPERS	PEPRA contributions	\$428.13	
	14056	San Mateo County Law Library	Funds Transfer	\$10,000.00	
	14057	Cubing, Ino	IT Support	\$750.00	
	14058	Office Depot	Office supplies	\$36.07	
	14059	Office Depot	Office supplies	\$23.26	
	14060	Office Depot	Office supplies	\$106.17	
	14061	Office Depot	Office supplies	\$12.00	
	14062	Office Depot	Office supplies	\$24.99	
	14063	Office Depot	Office supplies	\$38.69	
	14064	LexisNexis	RENEWAL Installment	\$3,476.86	
	14065	UC Regents (CEB)	print	\$329.42	
	14066	UC Regents (CEB)	print	\$386.29	
	14067	UC Regents (CEB)	print	\$367.70	
	14068	UC Regents (CEB)	print	\$373.17	
	14069	UC Regents (CEB)	print	\$287.86	
	CB311	Bywater Solutions	Koha Support -Hosting 4020 Annual	\$35.00	
	CB312	Preply	Language	\$26.86	
	CB313	Pack and Mail Express	postage	\$59.52	
	CB314	Hartford Insurance	Insurance	\$75.00	
	CB315	Account Analysis	service charge	\$77.31	
	CB316	ALM Global	Verdict Research	\$21.56	
	CB317	AT&T	telephone	\$164.80	
	CB318	The Sandwich Spot	catering	\$21.00	
	CB319	The Wall Street Journal	subscription	\$2.00	
	CB320	San Jose Mercury News	subscription	\$283.49	
	CB321	Joe Kirley	102-0709 January	\$80.25	
	CB322	Antonella Conventini	Health Insurance	\$36.13	
	Subtotal:				\$19,283.96
	Payroll & Benefits		Blake, Larry		\$350.00
		Bracco, Caroline		\$7,692.80	
		Brill, Margaret Ruth		\$1,900.00	
		Conventini, Antonella		\$6,020.80	
		Cubing, Isabelle		\$264.00	
		Edmondson, Paula		\$0.00	
		Jimenez, Vanessa		\$264.00	
		Woods, Marcia		\$1,900.00	
		Medicare & FICA		\$ 537.08	
		Active Employee Benefits		\$ 1,452.22	
		Retired Employee Benefits		\$ 989.05	
Subtotal:				\$21,369.95	

Total Monthly Expenses:	\$40,653.91
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DETAILED MONTHLY INCOME			
Fund	Income Source	Comments	Amount
SMC Trust	Filing Fees		\$41,275.72
	Interest		\$0.00
	Credits/Refunds		\$376.30
	Other		\$0.00
		Subtotal:	\$41,652.02
CitiBank	Photocopier		\$95.00
	Computer Printing		\$79.50
	Conference Room Rental		\$0.00
	Deed Form Sales		\$70.00
	MCLE Tape Circulation		\$0.00
	24-hour Material Circulation		\$0.00
	Extra Computer Time		\$0.00
	Lost Book Replacement		\$0.00
	Vendor Credits/Refunds		\$0.00
	SVCF Deposits		\$0.00
	Grants		\$15,000.00
	Overdue Fines		\$0.00
	Transfers		\$0.00
	Square Transactions		\$0.00
Other		\$0.00	
		Subtotal:	\$15,244.50
Total Monthly Income:			\$56,896.52

**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	\$1,261,267.98	\$13,699.13	\$268,705.74	\$28,440.30	\$1,572,113.15
December	\$1,225,719.89	\$11,665.15	\$271,007.87	\$27,995.13	\$1,536,388.04
January	\$1,239,578.35	\$11,467.66	\$273,993.33	\$27,493.79	\$1,552,533.13
February	\$1,253,498.51	\$5,140.22	\$266,311.01	\$27,493.79	\$1,552,443.53
March					
April					
May					
June					

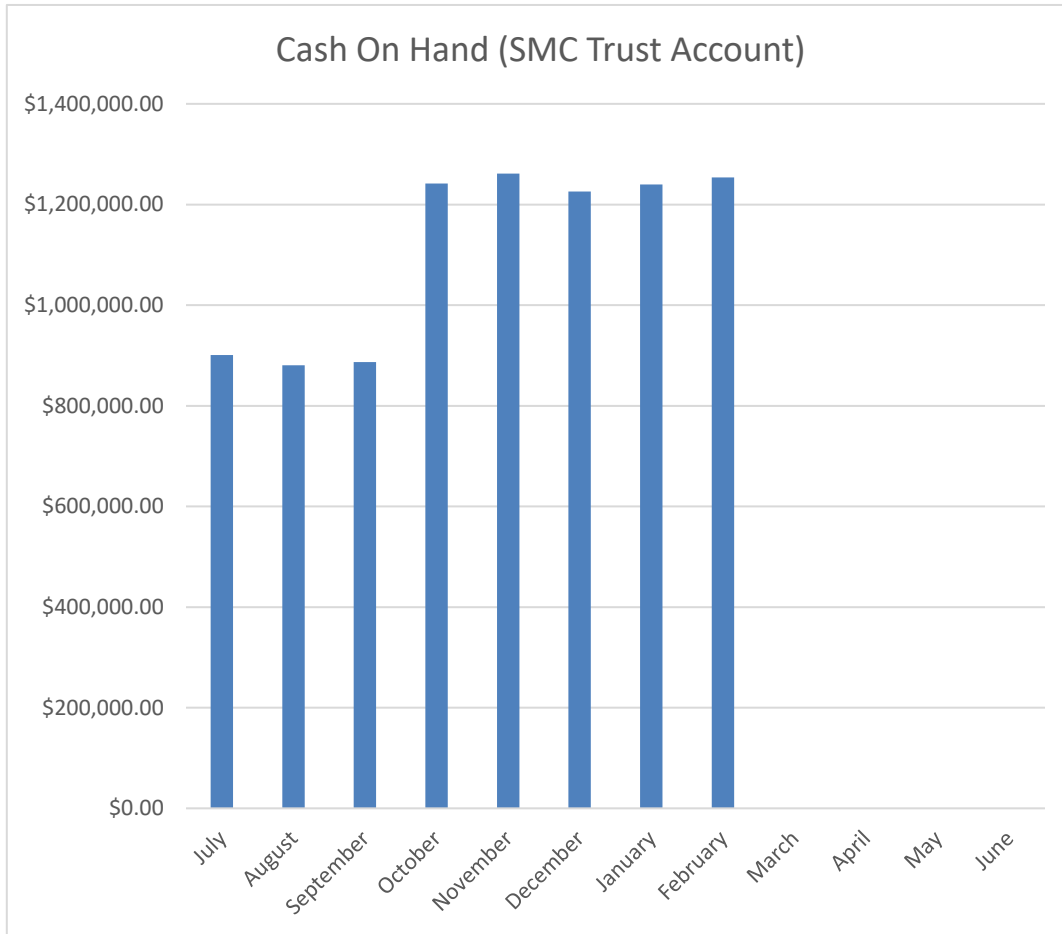


**CASH ON HAND
 (SMC Trust Account)**

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	\$40,507.18	\$20,762.89	\$1,261,267.98
December	\$44,224.19	\$79,772.28	\$1,225,719.89
January	\$48,723.89	\$34,865.43	\$1,239,578.35
February	\$41,652.02	\$27,731.86	\$1,253,498.51
March			
April			
May			
June			
TOTALS	\$688,331.49	\$624,136.26	

YTD Difference	\$64,195.23
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* Total income deposited in County Trust Fund



Transaction Date	Item	Debit	Credit	BALANCE	
			Beginning Balance 1/1/2023	\$11,665.15	
			Beginning Balance 2/1/2023:	\$11,467.66	
FEBRUARY					
2/1/2023	Square deposit		\$11.34	\$11,479.00	
2/2/2023	Square deposit		\$30.16	\$11,509.16	
2/3/2023	Bywater Solutions	\$1,969.00		\$9,540.16	
2/6/2023	Square deposit		\$4.28	\$9,544.44	
2/7/2023	Square deposit		\$8.67	\$9,553.11	
2/7/2023	Preply Inc	\$21.00		\$9,532.11	
2/7/2023	Pack and Mail Express	\$37.55		\$9,494.56	
2/8/2023	Hartford Insurance	\$2,827.00		\$6,667.56	
2/8/2023	Account Analysis	\$26.97		\$6,640.59	
2/9/2023	Deposit		\$15,000.00	\$21,640.59	
2/10/2023	ALM Global LLC	\$1,788.00		\$19,852.59	
2/17/2023	Square deposit		\$2.82	\$19,855.41	
2/17/2023	AT&T	\$80.25		\$19,775.16	
2/22/2023	Square deposit		\$89.89	\$19,865.05	
2/23/2023	Square deposit		\$161.63	\$20,026.68	
2/23/2023	The Sandwich Spot	\$67.79		\$19,958.89	
2/24/2023	The Wall Street Journal	\$15.15		\$19,943.74	
2/24/2023	San Jose Mercury News	\$23.02		\$19,920.72	
2/27/2023	Joe Kirley #436	\$25.00		\$19,895.72	
2/27/2023	Antonella Conventini #440	\$15,000.00		\$4,895.72	
2/28/2023	Deposit		\$244.50	\$5,140.22	
TOTALS:		\$21,880.73	\$15,553.29		
				Ending Balance 2/28/23:	\$5,140.22
				Monthly Difference:	-6,327.44
				YTD Difference:	-6,524.93

Income Category	February Income	YTD Income
TRIAL BALANCE REPORTED INCOME (Deposited to County Trust Fund)		
Filing Fees	<u>\$41,275.72</u>	\$333,690.60
Interest	\$0.00	\$8,082.97
Credits/Refunds	\$376.30	\$346,557.92
Other	\$0.00	\$0.00
Subtotal:	\$41,652.02	\$688,331.49
LIBRARY GENERATED INCOME (Deposited to Library CitiBank Acct)		
Photocopier	\$95.00	\$1,043.00
Computer Printing	\$79.50	\$555.50
Conference Room Rental	\$0.00	\$502.50
Deed Form Sales	\$70.00	\$430.00
MCLE Tape Circulation	\$0.00	\$70.00
24-hour Material Circulation	\$0.00	\$180.00
Extra Computer Time	\$0.00	\$0.00
Lost Book Replacement	\$0.00	\$0.00
Vendor Credits/Refunds	\$0.00	\$2,897.92
SVCF Deposits	\$0.00	\$0.00
Grants	\$15,000.00	\$16,958.00
Overdue Fines	\$0.00	\$20.00
Transfers	\$0.00	\$0.00
Square Transactions	\$0.00	\$41.68
Other	\$0.00	\$0.00
Subtotal:	\$15,244.50	\$22,698.60
TOTAL:	\$56,896.52	\$711,030.09

Expense Category	February 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	\$123,016.00	\$29,866.67	\$179,200.00
Part time	\$4,678.00	\$0.00	\$4,678.00	\$45,015.12	\$15,883.33	\$95,300.00
Subtotal :	\$18,391.60	\$0.00	\$18,391.60	\$168,031.12	\$45,750.00	\$274,500.00
BENEFITS						
CalPERS Retirement	\$2,188.56	\$0.00	\$2,188.56	\$18,208.73	\$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	\$537.08	\$0.00	\$537.08	\$5,028.53	\$1,666.67	\$10,000.00
Prior OASDI	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Active Employee Benefits	\$1,452.22	\$0.00	\$1,452.22	\$8,306.24	\$1,833.33	\$11,000.00
Retired Employee Benefits	\$989.05	\$0.00	\$989.05	\$11,150.14	\$3,000.00	\$18,000.00
Subtotal :	\$5,166.91	\$0.00	\$5,166.91	\$94,576.64	\$20,183.33	\$121,100.00
LIBRARY RESOURCES						
New Materials	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Print Resources	\$1,744.44	\$1,826.17	\$3,570.61	\$48,899.51	\$18,083.33	\$108,500.00
Electronic Resources	\$3,476.86	\$0.00	\$3,476.86	\$74,465.46	\$8,333.33	\$50,000.00
Subtotal :	\$5,221.30	\$1,826.17	\$7,047.47	\$123,364.97	\$26,416.67	\$158,500.00
OPERATIONAL EXPENSES						
Insurance	\$0.00	\$17,827.00	\$17,827.00	\$22,599.00	\$1,333.33	\$8,000.00
Copy Machines	\$0.00	\$0.00	\$0.00	\$1,252.08	\$416.67	\$2,500.00
Capital Improvements	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Office Supplies	\$241.18	\$37.55	\$278.73	\$2,149.41	\$250.00	\$1,500.00
Use Tax	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Catering	\$0.00	\$67.79	\$67.79	\$955.01	\$133.33	\$800.00
Tech Support	\$750.00	\$0.00	\$750.00	\$5,398.38	\$1,600.00	\$9,600.00
Support Software	\$0.00	\$1,969.00	\$1,969.00	\$2,208.88	\$800.00	\$4,800.00
Building Maintenance	\$0.00	\$25.00	\$25.00	\$2,359.15	\$1,016.67	\$6,100.00
Services	\$0.00	\$0.00	\$0.00	\$346.20	\$3,750.00	\$22,500.00
Educational/Professional	\$0.00	\$21.00	\$21.00	\$938.00	\$33.33	\$200.00
Dues	\$0.00	\$0.00	\$0.00	\$361.00	\$216.67	\$1,300.00
Telecommunications	\$41.74	\$80.25	\$121.99	\$913.97	\$266.67	\$1,600.00
Travel Expenses	\$0.00	\$0.00	\$0.00	\$930.43	\$200.00	\$1,200.00
Promotional	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Transfers	\$10,000.00	\$0.00	\$10,000.00	\$10,000.00	\$0.00	\$0.00
Citibank Service Charges	\$0.00	\$26.97	\$26.97	\$212.17	\$56.67	\$340.00
Miscellaneous	\$0.00	\$0.00	\$0.00	\$352.34	\$300.00	\$1,800.00
Subtotal :	\$11,032.92	\$20,054.56	\$31,087.48	\$50,976.02	\$10,373.33	\$62,240.00
TOTAL:	\$39,812.73	\$21,880.73	\$61,693.46	\$436,948.75	\$102,723.33	\$616,340.00