

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

March 28, 2024

**BOARD OF LAW LIBRARY TRUSTEES MEETING**

LOCATION: San Mateo Superior Court-Hall of Justice  
Criminal Justice Training Room  
400 County Center, Redwood City, CA 94063  
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 28 2024, 12:15 P.M.**

**AGENDA**

1. CLOSED SESSION
2. REGULAR SESSION
  - a. Report on closed session
  - b. Appointments and Reappointments of Trustees
  - c. Approval of Minutes of the Thursday, January 25 meeting.
  - d. Acceptance of Report of Expenses for Period 7 (January) and Period 8 (February)
  - e. Discussion/Informational Updates and Policy Decisions:
    - Form 700
    - New notary services at library
    - Community Law Night & Consumer Law Clinic update
    - CCCLL Spring Meeting and Legislative Action Day
    - Leave of Absence Proposal

- Other matters of interest
  - f. Report of the San Mateo County Bar Association
  - g. Public open comment.
3. ADJOURNMENT

**2024 MEETING SCHEDULE**  
**NEXT MEETING MAY 23, 2024**

**Mark Your Calendar!**

**2024 San Mateo County Law Library Board of Trustees Meeting Schedule:**

- May 23, 2024
- July 25, 2024
- September 26, 2024
- November 14, 2024

DETAILED MONTHLY EXPENSES				
	ID	Payee	Comments	Amount
Operations	14305	CalPERS	Classic contributions	\$724.61
	14306	CalPERS	Classic contributions	\$724.61
	14307	CalPERS	PEPRA contributions	\$464.56
	14308	CalPERS	PEPRA contributions	\$464.56
	14309	LexisNexis-Matthew Bender	contract	\$4,534.09
	14310	LexisNexis-Matthew Bender	contract	\$4,534.09
	14311	LexisNexis-Matthew Bender	contract	\$4,534.09
	14312	LexisNexis-Matthew Bender	contract	\$4,534.09
	14313	LexisNexis-Matthew Bender	Shipping/Handling Fee	\$2,570.00
	14314	West Group,Thomson Reuters	Library Plan Charges - Print	\$1,107.60
	14315	West Group,Thomson Reuters	Library Plan Charges - Digital	\$3,241.18
	14316	Cubing, Ino	December Tech 2023	\$937.50
	14317	Cubing, Ino	Bluehost renewal - 1 quarter	\$84.96
	14318	USA Direct Cleaning	2023 December- 9 cleanings	\$945.00
	14319	UC Regents (CEB)		\$238.64
	14320	UC Regents (CEB)		\$329.97
	14321	UC Regents (CEB)		\$239.79
	14322	UC Regents (CEB)		\$331.93
	14323	UC Regents (CEB)		\$425.94
	14324	UC Regents (CEB)		\$238.64
	14325	UC Regents (CEB)		\$498.73
	14326	UC Regents (CEB)		\$479.10
	14327	UC Regents (CEB)		\$238.64
	14328	UC Regents (CEB)		\$364.80
	14329	Office Depot	Office supplies	\$126.33
	14330	Xerox	Meter Usage	\$208.68
	14331	Office of the Counsel	General advice, balance sheets, etc	\$3,087.50
	14332	Office of the Counsel	General advice, balance sheets, etc	\$1,229.60
	1/3/2024	Wall Street Journal		\$15.57
	1/3/2024	Canva		\$12.99
	1/5/2024	Paula Edmondson #422		\$440.00
	1/9/2024	Preply		\$29.40
	1/9/2024	Account Analysis		\$25.14
	1/12/2024	San Jose Mercury News		\$25.04
	1/17/2024	Amazon		\$39.31
1/17/2024	AT&T		\$96.30	
1/22/2024	Paula Edmondson #423		\$470.00	
1/24/2024	The Hartford		\$2,355.00	
1/25/2024	Mademoiselle Colette		\$81.54	
1/25/2024	The Sandwich Spot		\$85.56	
<b>Subtotal:</b>				<b>\$41,115.08</b>

<b>Payroll &amp; Benefits</b>	Blake, Larry	\$287.50
	Bracco, Caroline	\$8,652.80
	Brill, Margaret Ruth	\$2,100.00
	Conventini, Antonella	\$5,547.20
	Cubing, Ino	\$264.00
	Cubing, Isabelle	\$176.00
	Harden, Brittany	\$1,000.00
	Jimenez, Vanessa	\$300.00
	Woods, Marcia	\$2,345.00
	Medicare & FICA	694.37
	Active Employee Benefits	1578.7
	Retired Employee Benefits	972.17
<b>Subtotal:</b>		<b>\$23,630.24</b>
<b>Total Monthly Expenses:</b>		<b>\$64,745.32</b>

DETAILED MONTHLY INCOME			
Fund	Income Source	Comments	Amount
<b>SMC Trust</b>	Filing Fees		\$43,723.55
	Interest		\$10,384.62
	Credits/Refunds		\$40,661.28
	Other		
<b>Subtotal:</b>			<b>\$94,769.45</b>
<b>CitiBank</b>	Photocopier		\$97.00
	Computer Printing		\$86.00
	Conference Room Rental		\$230.00
	Deed Form Sales		\$50.00
	MCLE Tape Circulation		\$60.00
	24-hour Material Circulation		\$20.00
	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
<b>Subtotal:</b>			<b>\$543.00</b>
<b>Total Monthly Income:</b>			<b>\$95,312.45</b>

**EXPENSE REPORT**

FY 2023-2024

	A	B	C	D	E	F	G	H
1	Expense Category	January Expenses			YTD Expenses	Budgeted YTD	Fiscal Year Budget	
2		SMC Trust Acct.	CitiBank Acct.	Acct. Totals				
3	<b>PAYROLL</b>							
4	Full time	\$14,200.00	\$0.00	\$14,200.00	\$106,500.00	\$100,150.00	\$200,300.00	
5	Part time	\$6,472.50	\$0.00	\$6,472.50	\$47,864.50	\$53,750.00	\$107,500.00	
6	<b>Subtotal :</b>	<b>\$20,672.50</b>	<b>\$0.00</b>	<b>\$20,672.50</b>	<b>\$154,364.50</b>	<b>\$153,900.00</b>	<b>\$307,800.00</b>	
7	<b>BENEFITS</b>							
8	CalPERS Retirement	\$2,378.34	\$0.00	\$2,378.34	\$19,631.83	\$14,500.00	\$29,000.00	
9	CalPERS UAL	\$0.00	\$0.00	\$0.00	\$0.00	\$28,000.00	\$56,000.00	
10	CalPERS Pension Prefunding*	\$0.00	\$0.00	\$0.00	\$49,813.00	\$0.00	\$0.00	
11	Medicare & FICA	\$694.37	\$0.00	\$694.37	\$5,162.11	\$5,000.00	\$10,000.00	
12	Prior OASDI	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
13	Active Employee Benefits	\$1,578.70	\$0.00	\$1,578.70	\$10,292.02	\$16,000.00	\$32,000.00	
14	Retired Employee Benefits	\$972.17	\$0.00	\$972.17	\$6,906.47	\$8,000.00	\$16,000.00	
15	<b>Subtotal :</b>	<b>\$5,623.58</b>	<b>\$0.00</b>	<b>\$5,623.58</b>	<b>\$91,805.43</b>	<b>\$71,500.00</b>	<b>\$143,000.00</b>	
16	<b>LIBRARY RESOURCES</b>							
17	New Materials	\$0.00	\$0.00	\$0.00	\$0.00	\$7,250.00	\$14,500.00	
18	Print Resources	\$4,493.78	\$40.61	\$4,534.39	\$39,789.00	\$54,250.00	\$108,500.00	
19	Electronic Resources	\$23,947.54	\$0.00	\$23,947.54	\$125,150.65	\$25,500.00	\$51,000.00	
20	<b>Subtotal :</b>	<b>\$28,441.32</b>	<b>\$40.61</b>	<b>\$28,481.93</b>	<b>\$164,939.65</b>	<b>\$87,000.00</b>	<b>\$174,000.00</b>	
21	<b>OPERATIONAL EXPENSES</b>							
22	Insurance	\$0.00	\$2,355.00	\$2,355.00	\$6,168.00	\$4,250.00	\$8,500.00	
23	Copy Machines	\$208.68	\$0.00	\$208.68	\$1,252.08	\$1,250.00	\$2,500.00	
24	Capital Improvements	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00	\$10,000.00	
25	Office Supplies	\$126.33	\$39.31	\$165.64	\$797.74	\$1,750.00	\$3,500.00	
26	Use Tax	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
27	Catering	\$0.00	\$167.10	\$167.10	\$531.19	\$1,200.00	\$2,400.00	
28	Tech Support	\$937.50	\$0.00	\$937.50	\$4,162.50	\$4,500.00	\$9,000.00	
29	Support Software	\$84.96	\$12.99	\$97.95	\$2,003.33	\$2,400.00	\$4,800.00	
30	Building Maintenance	\$945.00	\$0.00	\$945.00	\$7,403.25	\$2,550.00	\$5,100.00	
31	Bookkeeping Support	\$0.00	\$910.00	\$910.00	\$6,323.75	\$6,500.00	\$13,000.00	
32	Services	\$4,317.00	\$0.00	\$4,317.00	\$5,997.00	\$11,250.00	\$22,500.00	
33	Educational/Professional	\$0.00	\$29.40	\$29.40	\$280.80	\$750.00	\$1,500.00	
34	Dues	\$0.00	\$0.00	\$0.00	\$240.00	\$650.00	\$1,300.00	
35	Telecommunications	\$48.41	\$96.30	\$144.71	\$923.90	\$675.00	\$1,350.00	
36	Travel Expenses	\$0.00	\$0.00	\$0.00	\$263.02	\$1,000.00	\$2,000.00	
37	Promotional	\$0.00	\$0.00	\$0.00	\$0.00	\$400.00	\$800.00	
38	Transfers	\$0.00	\$0.00	\$0.00	\$15,000.00	\$15,000.00	\$30,000.00	
39	Citibank Service Charges	\$0.00	\$25.14	\$25.14	\$186.53	\$180.00	\$360.00	
40	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	\$1,000.00	
41	<b>Subtotal :</b>	<b>\$6,667.88</b>	<b>\$3,635.24</b>	<b>\$10,303.12</b>	<b>\$51,533.09</b>	<b>\$59,805.00</b>	<b>\$119,610.00</b>	
42	<b>TOTAL:</b>	<b>\$61,405.28</b>	<b>\$3,675.85</b>	<b>\$65,081.13</b>	<b>\$462,642.67</b>	<b>\$372,205.00</b>	<b>\$744,410.00</b>	

Income Category	January Income	YTD Income
<b>TRIAL BALANCE REPORTED INCOME</b> (Deposited to County Trust Fund)		
Filing Fees	\$43,723.55	\$330,377.52
Interest	\$10,384.62	\$20,192.15
Credits/Refunds	\$40,661.28	\$77,178.94
Other	\$0.00	\$0.00
<b>Subtotal:</b>	<b>\$94,769.45</b>	<b>\$427,748.61</b>
<b>LIBRARY GENERATED INCOME</b> (Deposited to Library CitiBank Acct)		
Photocopier	\$97.00	\$786.50
Computer Printing	\$86.00	\$412.00
Conference Room Rental	\$230.00	\$310.00
Deed Form Sales	\$50.00	\$310.00
MCLE Tape Circulation	\$60.00	\$60.00
24-hour Material Circulation	\$20.00	\$70.00
Extra Computer Time	\$0.00	\$105.00
Lost Book Replacement	\$0.00	\$482.52
Vendor Credits/Refunds	\$0.00	\$0.00
SVCF Deposits	\$0.00	\$0.00
Grants	\$0.00	\$0.00
Overdue Fines	\$0.00	\$0.00
Transfers	\$0.00	\$15,000.00
Square Transactions	\$0.00	\$0.00
Other	\$0.00	\$0.00
<b>Subtotal:</b>	<b>\$543.00</b>	<b>\$17,536.02</b>
<b>TOTAL:</b>	<b>\$95,312.45</b>	<b>\$445,284.63</b>

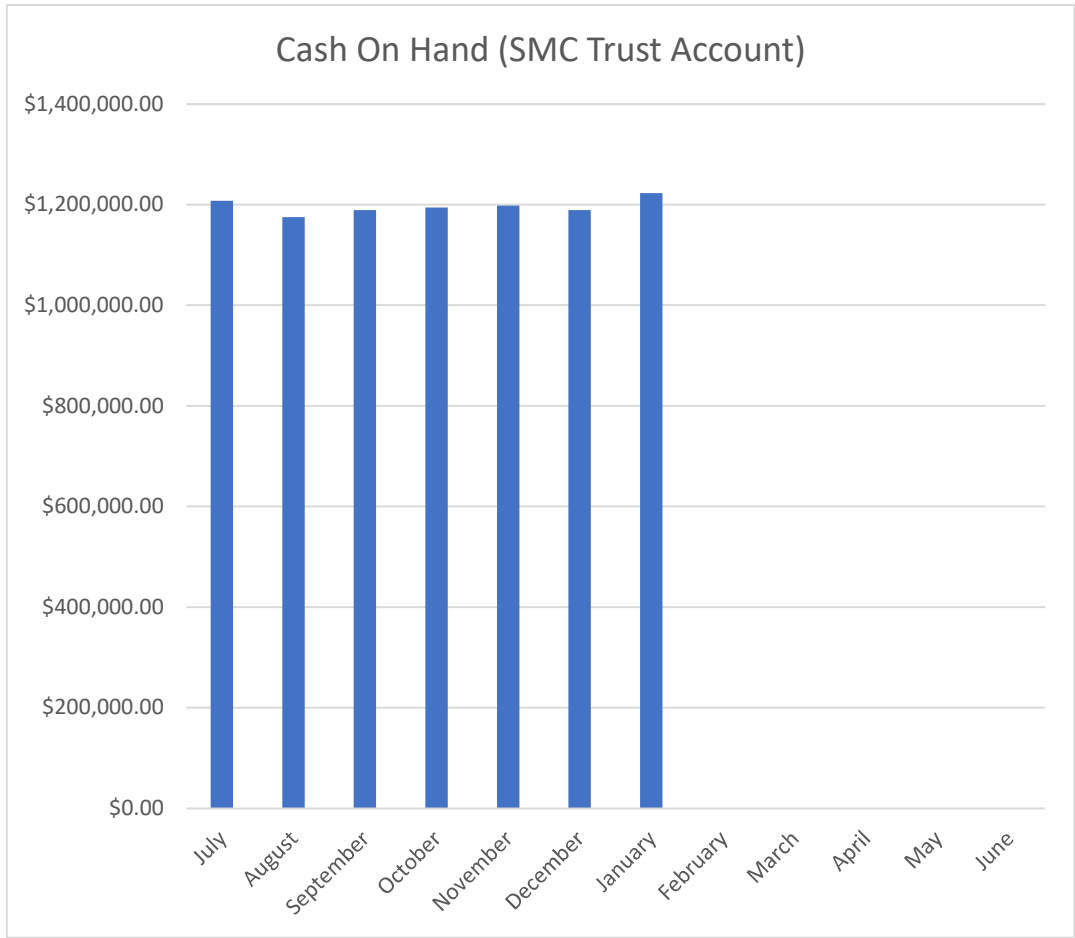


**CASH ON HAND  
 (SMC Trust Account)**

PERIOD	TOTAL INCOME*	TOTAL EXPENSES	CASH ON HAND
July	\$43,738.33	\$81,404.46	\$1,207,602.49
August	\$49,540.13	\$82,193.71	\$1,174,948.91
September	\$80,451.12	\$66,528.74	\$1,188,871.29
October	\$59,852.68	\$54,488.81	\$1,194,235.16
November	\$42,648.98	\$39,260.08	\$1,197,624.06
December	\$50,045.58	\$58,696.64	\$1,188,973.00
January	\$94,769.45	\$61,405.38	\$1,222,337.07
February	\$0.00	\$0.00	\$0.00
March	\$0.00	\$0.00	\$0.00
April	\$0.00	\$0.00	\$0.00
May	\$0.00	\$0.00	\$0.00
June	\$0.00	\$0.00	\$0.00
<b>TOTALS</b>	<b>\$421,046.27</b>	<b>\$443,977.82</b>	

<b>YTD Difference</b>	<b>-\$22,931.55</b>
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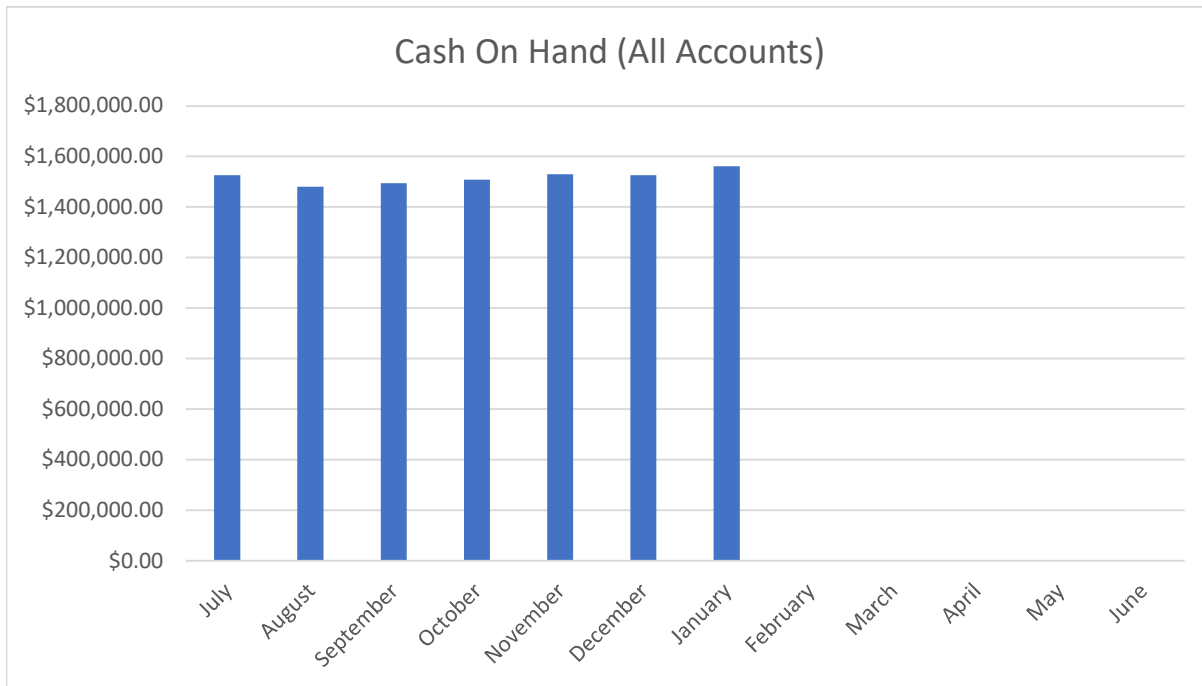
\* Total income deposited in County Trust Fund





**Cash On Hand  
 (All accounts)**

PERIOD	SMC Trust Fund	CitiBank Account	Schwab Account	CalPERS Prefunding Account	TOTAL
July	\$1,207,602.49	\$12,090.01	\$277,975.56	\$27,798.51	\$1,525,466.57
August	\$1,174,948.91	\$11,372.44	\$266,972.32	\$26,947.04	\$1,480,240.71
September	\$1,188,871.29	\$10,252.62	\$266,972.32	\$26,947.04	\$1,493,043.27
October	\$1,194,235.16	\$23,938.00	\$261,911.91	\$27,864.56	\$1,507,949.63
November	\$1,197,624.06	\$22,598.43	\$280,388.15	\$28,291.00	\$1,528,901.64
December	\$1,188,973.00	\$20,566.16	\$287,578.96	\$28,291.00	\$1,525,409.12
January	\$1,222,337.07	\$17,737.53	\$292,719.58	\$28,291.00	\$1,561,085.18
February	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
March	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
April	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
May	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
June	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00



DETAILED MONTHLY EXPENSES				
	ID	Payee	Comments	Amount
<b>Operations</b>	14333	CalPERS	PEPRA contributions	\$464.56
	14334	CalPERS	PEPRA contributions	\$464.56
	14335	CalPERS	Classic contributions	\$724.61
	14336	CalPERS	Classic contributions	\$724.61
	14337	West Group,Thomson Reuters	Library Plan Charges - Digital	\$3,241.18
	14338	West Group,Thomson Reuters	Library Plan Charges - Online	\$1,107.60
	14339	Cubing, Ino	January Tech	\$825.00
	14340	USA Direct Cleaning	2024 January 9 cleanings	\$945.00
	14341	UC Regents (CEB)		\$442.29
	14342	UC Regents (CEB)		\$323.73
	14343	UC Regents (CEB)		\$372.79
	14344	UC Regents (CEB)		\$321.76
	14345	UC Regents (CEB)		\$392.15
	14346	UC Regents (CEB)		\$270.79
	14347	UC Regents (CEB)		\$321.76
	14348	UC Regents (CEB)		\$159.89
	14349	UC Regents (CEB)		\$321.76
	14350	UC Regents (CEB)		\$317.88
	14351	Office Depot	Office supplies	\$38.17
	14352	Data Trace Publishing Co	Ca Limited Liability Forms and Manual	\$264.95
	14353	Xerox	Meter Usage	\$208.68
	2/1/2024	Wall Street Journal		\$15.57
	2/1/2024	Canva		\$12.99
	2/2/2024	CCA Sacramento	2024 Fee Directory and Schedule	\$51.00
	2/2/2024	Staples		\$58.18
	2/2/2024	Preply		\$29.40
	2/5/2024	Amazon		\$75.63
	2/5/2024	Amazon		\$10.04
	2/6/2024	San Jose Mercury News		\$25.04
	2/8/2024	Account Analysis Charge		\$28.89
2/10/2024	Paula Edmondson #425		\$480.00	
2/14/2024	Paula Edmondson #382		\$530.00	
2/16/2024	Sol Guard Company #424	Final Payment	\$560.00	
2/21/2024	AT&T		\$96.30	
<b>Subtotal:</b>				<b>\$14,226.76</b>

<b>Payroll &amp; Benefits</b>	Blake, Larry	\$550.00
	Bracco, Caroline	\$8,652.80
	Brill, Margaret Ruth	\$2,800.00
	Conventini, Antonella	\$5,547.20
	Cubing, Ino	\$44.00
	Cubing, Isabelle	\$0.00
	Harden, Brittany	\$975.00
	Jimenez, Vanessa	\$100.00
	Woods, Marcia	\$2,695.00
	Medicare & FICA	
	Active Employee Benefits	
	Retired Employee Benefits	
<b>Subtotal:</b>		<b>\$21,364.00</b>
<b>Total Monthly Expenses:</b>		<b>\$35,590.76</b>

DETAILED MONTHLY INCOME			
Fund	Income Source	Comments	Amount
<b>SMC Trust</b>	Filing Fees		\$41,898.27
	Interest		\$0.00
	Credits/Refunds		\$346.70
	Other		
<b>Subtotal:</b>			<b>\$42,244.97</b>
<b>CitiBank</b>	Photocopier		\$37.00
	Computer Printing		\$184.00
	Conference Room Rental		\$0.00
	Deed Form Sales		\$15.00
	MCLE Tape Circulation		\$0.00
	24-hour Material Circulation		\$0.00
	Extra Computer Time		\$10.00
	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
<b>Subtotal:</b>			<b>\$246.00</b>
<b>Total Monthly Income:</b>			<b>\$42,490.97</b>

**EXPENSE REPORT**

FY 2023-2024

	A	B	C	D	E	F	G	H
1	Expense Category	February Expenses			YTD Expenses	Budgeted YTD	Fiscal Year Budget	
2		SMC Trust Acct.	CitiBank Acct.	Acct. Totals				
3	<b>PAYROLL</b>							
4	Full time	\$14,200.00	\$0.00	\$14,200.00	\$120,700.00	\$100,150.00	\$200,300.00	
5	Part time	\$7,164.00	\$0.00	\$7,164.00	\$55,028.50	\$53,750.00	\$107,500.00	
6	<b>Subtotal :</b>	<b>\$21,364.00</b>	<b>\$0.00</b>	<b>\$21,364.00</b>	<b>\$175,728.50</b>	<b>\$153,900.00</b>	<b>\$307,800.00</b>	
7	<b>BENEFITS</b>							
8	CalPERS Retirement	\$2,378.34	\$0.00	\$2,378.34	\$22,010.17	\$14,500.00	\$29,000.00	
9	CalPERS UAL	\$0.00	\$0.00	\$0.00	\$0.00	\$28,000.00	\$56,000.00	
10	CalPERS Pension Prefunding*	\$0.00	\$0.00	\$0.00	\$49,813.00	\$0.00	\$0.00	
11	Medicare & FICA	\$747.27	\$0.00	\$747.27	\$5,909.38	\$5,000.00	\$10,000.00	
12	Prior OASDI	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
13	Active Employee Benefits	\$1,578.70	\$0.00	\$1,578.70	\$11,870.72	\$16,000.00	\$32,000.00	
14	Retired Employee Benefits	\$972.17	\$0.00	\$972.17	\$7,878.64	\$8,000.00	\$16,000.00	
15	<b>Subtotal :</b>	<b>\$5,676.48</b>	<b>\$0.00</b>	<b>\$5,676.48</b>	<b>\$97,481.91</b>	<b>\$71,500.00</b>	<b>\$143,000.00</b>	
16	<b>LIBRARY RESOURCES</b>							
17	New Materials	\$0.00	\$0.00	\$0.00	\$0.00	\$7,250.00	\$14,500.00	
18	Print Resources	\$3,509.75	\$91.61	\$3,601.36	\$43,390.36	\$54,250.00	\$108,500.00	
19	Electronic Resources	\$4,348.78	\$0.00	\$4,348.78	\$129,499.43	\$25,500.00	\$51,000.00	
20	<b>Subtotal :</b>	<b>\$7,858.53</b>	<b>\$91.61</b>	<b>\$7,950.14</b>	<b>\$172,889.79</b>	<b>\$87,000.00</b>	<b>\$174,000.00</b>	
21	<b>OPERATIONAL EXPENSES</b>							
22	Insurance	\$0.00	\$0.00	\$0.00	\$6,168.00	\$4,250.00	\$8,500.00	
23	Copy Machines	\$208.68	\$0.00	\$208.68	\$1,460.76	\$1,250.00	\$2,500.00	
24	Capital Improvements	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00	\$10,000.00	
25	Office Supplies	\$38.17	\$143.85	\$182.02	\$979.76	\$1,750.00	\$3,500.00	
26	Use Tax	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
27	Catering	\$0.00	\$0.00	\$0.00	\$531.19	\$1,200.00	\$2,400.00	
28	Tech Support	\$825.00	\$0.00	\$825.00	\$4,987.50	\$4,500.00	\$9,000.00	
29	Support Software	\$0.00	\$12.99	\$12.99	\$2,016.32	\$2,400.00	\$4,800.00	
30	Building Maintenance	\$945.00	\$0.00	\$945.00	\$8,348.25	\$2,550.00	\$5,100.00	
31	Bookkeeping Support	\$0.00	\$1,010.00	\$1,010.00	\$7,333.75	\$6,500.00	\$13,000.00	
32	Services	\$0.00	\$560.00	\$560.00	\$6,557.00	\$11,250.00	\$22,500.00	
33	Educational/Professional	\$0.00	\$29.40	\$29.40	\$310.20	\$750.00	\$1,500.00	
34	Dues	\$0.00	\$0.00	\$0.00	\$240.00	\$650.00	\$1,300.00	
35	Telecommunications	\$61.09	\$96.30	\$157.39	\$1,081.29	\$675.00	\$1,350.00	
36	Travel Expenses	\$0.00	\$0.00	\$0.00	\$263.02	\$1,000.00	\$2,000.00	
37	Promotional	\$0.00	\$0.00	\$0.00	\$0.00	\$400.00	\$800.00	
38	Transfers	\$0.00	\$0.00	\$0.00	\$15,000.00	\$15,000.00	\$30,000.00	
39	Citibank Service Charges	\$0.00	\$28.89	\$28.89	\$215.42	\$180.00	\$360.00	
40	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	\$1,000.00	
41	<b>Subtotal :</b>	<b>\$2,077.94</b>	<b>\$1,881.43</b>	<b>\$3,959.37</b>	<b>\$55,492.46</b>	<b>\$59,805.00</b>	<b>\$119,610.00</b>	
42	<b>TOTAL:</b>	<b>\$36,976.95</b>	<b>\$1,973.04</b>	<b>\$38,949.99</b>	<b>\$501,592.66</b>	<b>\$372,205.00</b>	<b>\$744,410.00</b>	

Income Category	February Income	YTD Income
<b>TRIAL BALANCE REPORTED INCOME</b> (Deposited to County Trust Fund)		
Filing Fees	\$43,723.55	\$374,101.07
Interest	\$10,384.62	\$30,576.77
Credits/Refunds	\$40,661.28	\$117,840.22
Other	\$0.00	\$0.00
<b>Subtotal:</b>	<b>\$94,769.45</b>	<b>\$522,518.06</b>
<b>LIBRARY GENERATED INCOME</b> (Deposited to Library CitiBank Acct)		
Photocopier	\$37.00	\$823.50
Computer Printing	\$184.00	\$596.00
Conference Room Rental	\$0.00	\$310.00
Deed Form Sales	\$15.00	\$325.00
MCLE Tape Circulation	\$0.00	\$60.00
24-hour Material Circulation	\$0.00	\$70.00
Extra Computer Time	\$10.00	\$115.00
Lost Book Replacement	\$0.00	\$482.52
Vendor Credits/Refunds	\$0.00	\$0.00
SVCF Deposits	\$0.00	\$0.00
Grants	\$0.00	\$0.00
Overdue Fines	\$0.00	\$0.00
Transfers	\$0.00	\$15,000.00
Square Transactions	\$0.00	\$0.00
Other	\$0.00	\$0.00
<b>Subtotal:</b>	<b>\$246.00</b>	<b>\$17,782.02</b>
<b>TOTAL:</b>	<b>\$95,015.45</b>	<b>\$540,300.08</b>

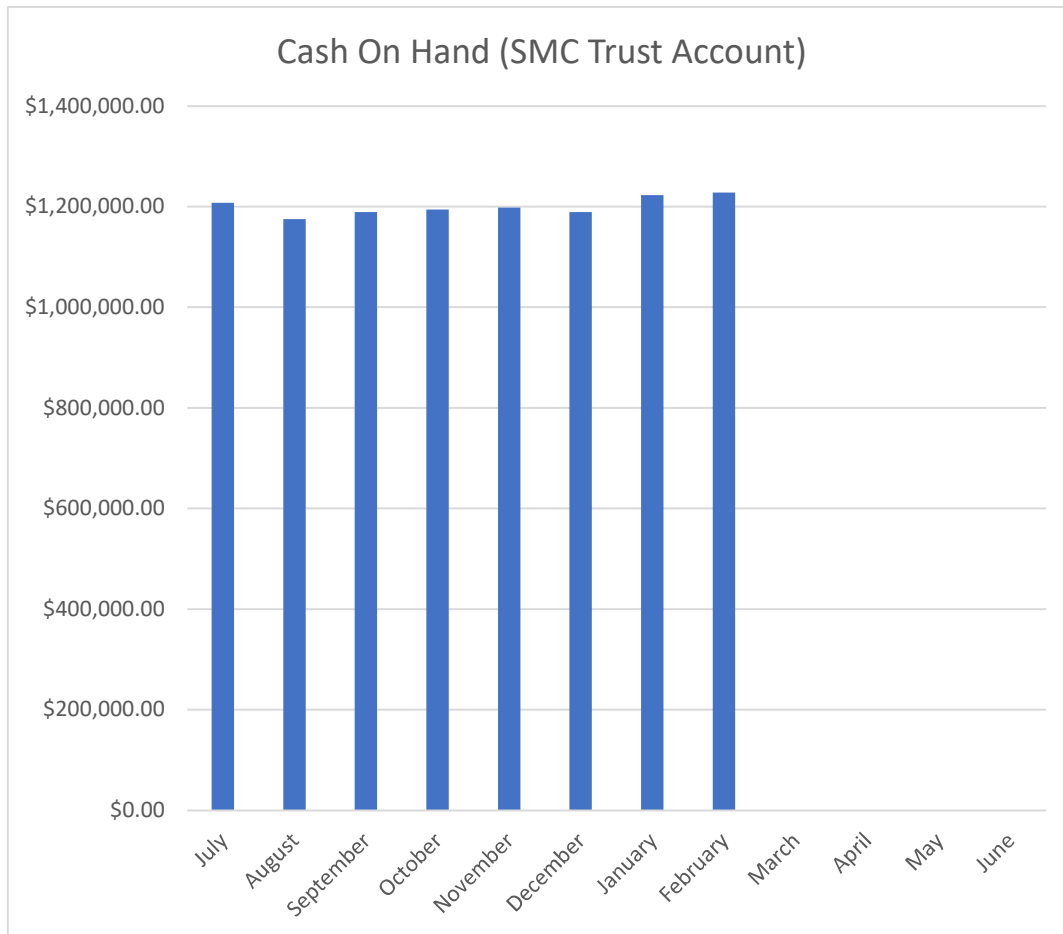


**CASH ON HAND  
 (SMC Trust Account)**

PERIOD	TOTAL INCOME*	TOTAL EXPENSES	CASH ON HAND
July	\$43,738.33	\$81,404.46	\$1,207,602.49
August	\$49,540.13	\$82,193.71	\$1,174,948.91
September	\$80,451.12	\$66,528.74	\$1,188,871.29
October	\$59,852.68	\$54,488.81	\$1,194,235.16
November	\$42,648.98	\$39,260.08	\$1,197,624.06
December	\$50,045.58	\$58,696.64	\$1,188,973.00
January	\$94,769.45	\$61,405.38	\$1,222,337.07
February	\$42,244.97	\$36,976.95	\$1,227,605.09
March	\$0.00	\$0.00	\$0.00
April	\$0.00	\$0.00	\$0.00
May	\$0.00	\$0.00	\$0.00
June	\$0.00	\$0.00	\$0.00
<b>TOTALS</b>	<b>\$463,291.24</b>	<b>\$480,954.77</b>	

<b>YTD Difference</b>	<b>-\$17,663.53</b>
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\* Total income deposited in County Trust Fund



**Cash On Hand  
 (All accounts)**

PERIOD	SMC Trust Fund	CitiBank Account	Schwab Account	CalPERS Prefunding Account	TOTAL
July	\$1,207,602.49	\$12,090.01	\$277,975.56	\$27,798.51	\$1,525,466.57
August	\$1,174,948.91	\$11,372.44	\$266,972.32	\$26,947.04	\$1,480,240.71
September	\$1,188,871.29	\$10,252.62	\$266,972.32	\$26,947.04	\$1,493,043.27
October	\$1,194,235.16	\$23,938.00	\$261,911.91	\$27,864.56	\$1,507,949.63
November	\$1,197,624.06	\$22,598.43	\$280,388.15	\$28,291.00	\$1,528,901.64
December	\$1,188,973.00	\$20,566.16	\$287,578.96	\$28,291.00	\$1,525,409.12
January	\$1,222,337.07	\$17,737.53	\$292,719.58	\$28,291.00	\$1,561,085.18
February	\$1,227,605.09	\$16,056.99	\$299,523.85	\$28,291.00	\$1,571,476.93
March	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
April	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
May	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
June	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

