

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

April 23, 2018

BOARD OF LAW LIBRARY TRUSTEES MEETING CONFERENCE ROOM, SAN MATEO COUNTY LAW LIBRARY 710 HAMILTON STREET, REDWOOD CITY, CALIFORNIA 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 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, April 26, 2018, 12:15 P.M.

AGENDA

1. CLOSED SESSION

a. The Board will meet in closed session to discuss staffing issues. At the conclusion of the closed session the Board will report on any action taken for which a report is required by law.

2. REGULAR SESSION

- a. Approval of Minutes of the March 22, 2018 meeting. (page 3)
- Acceptance of Report of Expenses for Period 8 (February) and Period 9 (March) of FY 2017-2018. (pages 4-13)
- c. Discussion/Informational Updates and Policy Decisions:
 - New Hires: Marcia Woods and Ruth Brill
 - Background checks for new employees
 - Monthly ADR Clinic with SMCBar Community
 - · Restoration of evening/weekend hours update
 - Other matters of Interest
- d. Report of the San Mateo County Bar Association
- e. Public open comment.

3. ADJOURNMENT

NEXT MEETING: MAY 24, 2018

Mark Your Calendar! 2018 San Mateo County Law Library Board of Trustees Meeting Schedule:

- May 24, 2018
- June 28, 2018
- August 23, 2018
- September 27, 2018
- October 25, 2018
- December 6, 2018

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

Date:

March 22, 2018

Meeting Location:

San Mateo County Law Library

710 Hamilton St., Redwood City, CA 93063

Members in attendance:

Trustee:

STEVE SHAIMAN V. RAYMOND SWOPE

Trustee:

CAROL GROOM

Trustee:

JOSEPH SCOTT ROBERT FOILES

Secretary-Librarian, Ex-officio:

CAROLINE BRACCO

1. REGULAR SESSION

The meeting convened at 12:10 pm in Regular Session.

- a. Approval of minutes for December 7, 2017 meeting. Motion to approve minutes with amended seconded motion by 'Shaiman' to read 'Swope'. Seconded by Groom. Unanimous approval.
- b. Acceptance of report of expenses for period 9 (March) of FY 2017-2018. Currently under projected budget for year. Full accounting report still being reviewed. Approval of final report will carry over to April meeting. Scott made motion to postpone approval. Seconded by Groom. Unanimous approval.
- c. Discussion and information updates & policy decisions: Further discussion of Antonella Conventini's school reimbursement toward her BA. Review of cost versus savings from waiving of medical coverage. Reimbursement up to \$18,000 with 18 month commitment after graduation. Shaiman made motion, Swope seconded. Unanimous passage. Resolution of restoration of Tuesday evening hours with Larry Blake to work with a \$4 raise. Shaiman made motion to approve. Seconded by Foiles. Unanimous approval. Discussion of daytime parttime positions and proposed work hours and cost to library. 30-35 hours a week proposed. Scott made motion to approve. Shaiman seconded, unanimous vote to approve part time hours. Recommendation by Swope to move Fundraising efforts for foundation to May rather than January. All trustees have Form 700 by electronic filing completed. Outstanding issue with Groom. Reappointments to trustee status for Brown and Groom confirmed.
- d. No report from the Bar Association.
- e. No public comment.

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

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

Income FY 2017-2018 Period 8 (February)

Filing Fee Income

Filing Fees	\$42,423.60
TOTAL:	\$42,423.60

Library Generated Income

7 Contrated income		
Copy Machines	\$0.00	
Computer Printer	\$0.00	
Conference Room	\$0.00	
Overdue Fines	\$0.00	
CEB Audio Check Out Fee	\$0.00	
MCLE Class Charge	\$0.00	
Reserve Book Fee	\$0.00	
Lost Book Payment	\$0.00	
Donations	\$0.00	
Extra Computer Time	\$0.00	
Vendor Credits/Refunds	\$0.00	
SVCF Withdraws	\$0.00	
Grants	\$0.00	
Other		
		(see Citibank Account
TOTAL:	\$0.00	report)

Trial Balance Reported Income

Interest	\$0.00
Lehman Bad Debt Recovery	\$0.00
Credits/Refunds	\$0.00
Other	\$0.00
TOTAL:	\$0.00

MONTHLY TOTAL INCOME: \$42,423.60

Expenses FY 2017-2018 Period 8 (February)

Voucher #	Vender	Amount
11397	CalPERS (1000000151111446)	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1
11398	CalPERS (100000015144391)	Charley Co.
11399	CalPERS (100000015144375)	The Part of the state of the st
11400	CalPERS (100000015184781)	\$9 Date: 1.
11401	California Security	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1
11402	Lexis (Matthew Bender)	$\frac{\partial \mathcal{L}}{\partial x} = \frac{\partial}{\partial x} \left(\frac{\partial}{\partial x} - \frac{\partial}{\partial x} \frac{\partial}{\partial y} \right)$
11403	Lexis (Advance)	10 30 10 mg 1 1 1 1 mg
11404	Office Depot	1 \$1 3 A
11405	Treat, Richard	Mi. Acts its
11406	UC Regents (CEB)	
11407	UBS	
11408	West Group (Westlaw Next)	392
11409	West Group (Thomson Reuters)	11 12 12
11410	Xerox	Gy4(6) 7%
11411	Blake, Larry	
11412	Bracco, Caroline	The state of the s
11413	Conventiti, Antonella	13 5 15 5 0 C
11414	Gurthet, Andrew	$\frac{\log^2(\lambda)}{\log^2(\lambda)} = \frac{\log_2(\lambda)}{\log_2(\lambda)} \log_2(\lambda) = \frac{\log^2(\lambda)}{\log^2(\lambda)}$
11415	Webster, Maria	885 - 218 ·
11416	Medicare	AND A ST
11417	Active Employee Benefits	12 (A) 2 (A)
11418	Retired Employee Benefits	Transfer of the state of the st

Total: \$43,770.58

Income for February, Period 8: \$42,423.60

Difference: -\$1,346.98

MONTHLY DEPOSIT SHEET

OFAS CODE:		
MONTH/YEAR:	February	2018

	CURRENCY	CHECKS	COINS	TOTALS
PHOTOCOPIER	316		13.20	PHOTOCOPIER TOTAL 3 (9, 20
PRINTER	78		0.75	PRINTER TOTAL 78. 75
CONFERENCE ROOM		35		CONFERENCE ROOM TOTAL 35
OVERDUE FINES	3			OVERDUE FINES TOTAL
CEB AUDIO CHECK OUT				CEB AUDIO TOTAL
MCLE CLASS CHARGE				MCLE CLASS TOTAL
RESERVE BOOK FEE	lo			RESERVE BOOK FEE TOTAL
USED BOOK SALES	76	31		USED BOOK SALES TOTAL
LOST BOOK PAYMENT				LOST BOOK TOTAL
DONATIONS				DONATIONS TOTAL
EXTRA COMPUTER TIME				COMPUTER TIME TOTAL
VENDOR CREDIT/REFUND	_			VENDOR CREDIT TOTAL
SVCF WITHDRAWS				SVCF WITHDRAW TOTAL
GRANTS				GRANTS TOTAL
OTHER	35			OTHER TOTAL 35
TOTALS	TOTAL CURRENCY	TOTAL CHECKS	TOTAL COINS	597.95

Income FY 2017-2018 Period 9 (March)

Filing Fee Income

Filing Fees	\$43,087.13
TOTAL:	\$43,087.13

Library Generated Income

		_
Copy Machines	\$0.00]
Computer Printer	\$0.00	
Conference Room	\$0.00	
Overdue Fines	\$0.00	
CEB Audio Check Out Fee	\$0.00	
MCLE Class Charge	\$0.00	
Reserve Book Fee	\$0.00	
Lost Book Payment	\$0.00	
Donations	\$0.00	
Extra Computer Time	\$0.00	
Vendor Credits/Refunds	\$0.00	
SVCF Withdraws	\$0.00	
Grants	\$0.00	
Other		
		(see Citibank Account
TOTAL:	\$0.00	report)

Trial Balance Reported Income

Interest	\$0.00
Lehman Bad Debt Recovery	\$0.00
Credits/Refunds	\$510.65
Other	\$555.60
TOTAL:	\$1,066.25

MONTHLY TOTAL INCOME: \$44,153.38

Expenses FY 2017-2018 Period 9 (March)

Voucher #	Vender	Amount
11419	CalPERS (100000015171225)	2013
11420	CalPERS (100000015171236)	(go) sis.
11421	CalPERS (100000015219122)	領体 ペニュニ
11422	CalPERS (100000015219154)	36 55 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5
11423	CalPERS (100000015217295)	
11424	California Security	15/10/55
11425	Daily Journal Corporation	(1)(3/4)
11427	Lexis (Matthew Bender)	
11428	Lexis (Advance)	Wash positive and
11429	San Mateo County Law Library	regreta dis
11430	Treat, Richard	William Color
11431	UC Regents (CEB)	
11432	UBS	366 211.
11433	West Group (Westlaw Next)	186 P. 18 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1
11434	West Group (Thomson Reuters)	
11435	Xerox	40
11436	Blake, Larry	18 Th
11437	Bracco, Caroline	THE WALL TO THE
11438	Conventiti, Antonella	
11439	Gurthet, Andrew	
11440	Collins, Michael	Were the
11441	Medicare	96pc 11 - 3.
11442	Active Employee Benefits	Charles of
11443	Retired Employee Benefits	1921 62 1 1930
11444	County Charges	-

Total: \$46,691.46

Income for March, Period 9: \$43,087.13

Difference: -\$3,604.33

\$3,604.33

MONTHLY DEPOSIT SHEET

OFAS CODE:	
MONTH/YEAR:	March 2018

	CURRENCY	CHECKS	COINS	TOTALS
PHOTOCOPIER	392		29.50	PHOTOCOPIER TOTAL 421.50
PRINTER	108			PRINTER TOTAL
CONFERENCE ROOM	35	185		CONFERENCE ROOM TOTAL 220
OVERDUE FINES	((OVERDUE FINES TOTAL
CEB AUDIO CHECK OUT				CEB AUDIO TOTAL
MCLE CLASS CHARGE				MCLE CLASS TOTAL
RESERVE BOOK FEE	10	20		RESERVE BOOK FEE TOTAL
₩ F USED BOOK SALES	80	86		USED BOOK SALES TOTAL
LOST BOOK PAYMENT				LOST BOOK TOTAL
DONATIONS				DONATIONS TOTAL
EXTRA COMPUTER TIME	-			COMPUTER TIME TOTAL
VENDOR CREDIT/REFUND				VENDOR CREDIT TOTAL
SVCF WITHDRAWS				SVCF WITHDRAW TOTAL
TRANSFER GRANTS		900		GRANTS TOTAL
OTHER	22			OTHER TOTAL 22
TOTALS	total currency	TOTAL CHECKS	TOTAL COINS 29.50	GRAND TOTAL 1,878,50

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FILING FEE INCOME

	13	[]
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A STATE OF THE PARTY OF THE PAR	3.60 \$	_
	\$42,423.0	\$42,423.60
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1	\$41	\$41
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550	\$43,64	\$43,648.46
	45,297.67	\$45,297.67
Stage	\$45,2	\$45,2
A	,298.29	9,298.29
	\$49,29	\$49,2
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	\$41,7	\$41,7
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	\$47,72	\$47,729.
	29.87	29.87
	\$44,3	\$44,3
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LIBRARY GENERATED INCOME

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Copy Machines	\$466.35	\$365.64	\$303.65	\$434.85	\$281.40	\$155.75	\$280.35	\$329.20	\$421.50
Computer Printer	\$116.25	\$57.75	\$48.75	\$111.50	\$47.50	\$121.25	\$115.25	\$78.75	\$108.00
Conference Room	\$80.00	\$375.00	\$122.00	\$225.00	\$25.00	\$200.00	\$70.00	\$35.00	\$220.00
Overdue Fines	\$0.00	\$30:00	\$2.00	\$0.00	\$15.00	\$0.00	₹0:00	\$3.00	\$11.00
CEB Audio Check Out Fee	\$10.00	\$75.00	\$5.00	\$4.00	\$0.00	\$0.00	20:00	\$0.00	\$0.00
MCLE Class Charge	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	00:0\$	\$0.00
Reserve Book Fee	\$50.00	\$120.00	\$20.00	\$60.00	\$30.00	\$40.00	\$40.00	\$10.00	\$30.00
Used Book Sales	\$84.00	\$45.00	\$14.00	\$113.00	\$50.00	\$0.00	\$0.00	\$107.00	\$166.00
Lost Book Payment	\$0.00	20.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Donations	\$10.00	\$0.00	\$0:00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Extra Computer Time	\$0.00	\$10.00	\$15.00	\$10.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Vendor Credits/Refunds	00.0\$	\$0.00	\$0.00	20.00	\$0.00	\$0.00	\$0.00	00.0\$	\$0.00
SVCF Withdraws	\$0.00	\$0.00	\$0.00	\$7,300.00	\$0.00	\$0.00	\$0.00	00.0\$	\$0.00
Grants	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0:00	\$0.00	00'0\$	\$900.00
Other	\$20.00	\$20.00	\$10.00	\$43.00	\$40.00	\$50.00	\$25.00	\$35.00	\$22.00
TOTAL	\$836.60	\$1,098.39	\$540.40	\$8,301.35	\$488.90	\$567.00	\$530.60	\$597.95	\$1,878.50

TRIAL BALANCE REPORTED INCOME

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A STATE OF THE STA	the second second			\$0.00
\$605.59	\$0.00	\$0.00	\$0.00	\$605.59
\$0.00	\$0.00	\$0.00	\$100,000.00	\$100,000.00
00.0\$	\$0.00	00.0\$	\$0.00	\$0.00
\$601.20	\$0.00	\$0.00	\$0.00	\$601.20
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Interest	Lehman Bad Debt Recovery	Credits/Refunds	Other	TOTAL:

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nterest ehman Bad Debt Recovery	funds				
Interest Lehman Ba	Credits/Refunds	Other	TOTAL		
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- C-	Sec. 17.		\$0.00		37 PK
Company of the second	The state of the s		\$0.00		0.03%

Total Income:

\$555,673.34

4 cross check

State	EXPENSES			ACTUAL				Annual Budger	
SALARIES \$108,740.00 \$109,333.33 \$164,000.00 mine \$3,217.00 \$16,872.11 \$1,801.90 \$1,866.07 \$13,000.00 ame \$2,217.00 \$1,801.90 \$1,866.07 \$1,300.00 \$2,300.00 ment \$2,246.04 \$1,801.90 \$1,006.00 \$1,000.00 \$2,800.00 med American \$2,946.04 \$1,4566.35 \$17,006.00 \$1,300.00 \$2,800.00 ded Accused Liability \$1,37.70 \$2,800.00 \$2,800.00 \$2,800.00 \$2,800.00 ded Accused Liability \$1,37.70 \$2,800.00 \$2,800.00 \$2,800.00 \$2,800.00 ded Accused Liability \$1,37.70 \$2,800.00 \$2,800.00 \$2,800.00 \$2,800.00 ded Accused Liability \$1,37.70 \$1,800.00 \$1,800.00 \$1,400.00 \$1,000.00 ded Accused Liability \$1,37.70 \$1,800.00 \$1,000.00 \$2,800.00 \$2,800.00 ded Accused Liability \$1,37.70 \$1,000.00 \$1,000.00 \$1,000.00 \$1,000.00 ded Acc	Period 8, February	February		Fiscal YTD		Fiscal YTD		2017-2018	
me \$13,423.20 \$10,982.00 \$10,000 \$16,982.00 \$16,982.00 \$16,000 are \$221,17.00 \$16,872.11 \$1,801.982.00 \$1,806.67 \$13,200.00 \$23,000.00 BENEFITS \$221,17.00 \$16,872.11 \$1,801.982.00 \$1,806.67 \$1,806.07 \$23,000.00 ment BENEFITS \$1,300.00 \$1,801.60 \$1,806.67 \$1,800.00 \$23,000.00 ment \$2,945.04 \$1,4056.36 \$1,400.00 </th <th>SALARIES</th> <th></th> <th></th> <th></th> <th></th> <th></th> <th></th> <th></th> <th></th>	SALARIES								
BENEFITS \$1,801.90 \$198.20 \$1,806.67 \$133.200 00 \$2,200.00 \$1,806.67 \$1,806.67 \$1,806.60 \$2,200.00 \$2,200.00 \$1,806.67 \$1,375.72 \$1,806.67 \$1,375.72 \$1,806.67 \$1,375.72 \$1,806.67 \$1,375.72 \$1,806.67 \$1,375.72 \$1,806.67 \$1,375.72 \$1,806.67 \$1,375.72 \$1,806.67 \$1,375.72 \$1,000.00 \$1,806.67 \$1,375.72 \$1,806.67 \$1,375.72 \$1,806.67 \$1,375.72 \$1,806.67 \$1,375.72 \$1,806.67 \$1,375.72 \$1,806.67 \$1,375.72 \$1,806.67 \$1,375.72 \$1,806.67 \$1,376.72 \$1,806.67 \$1,376.72 \$1,806.67 \$1,376.72 \$1,806.67 \$1,376.72 \$1,806.67 \$1,806.60 \$1,80	Full time	\$13,423.20		\$108,740.00		\$109,333.33		\$164,000.00	
BENNEFITS \$1,6,72.14 \$1,656.35 \$1,706.67 \$1,32,00.00 \$2,900.00 \$2,900.00 \$1,000.00 \$1,000.00 \$2,900.00 \$2,900.00 \$2,900.00 \$2,900.00 \$2,945.04 \$1,375.72 \$2,315.47 \$1,000.00 \$2,566.67 \$1,000.00 \$2,560.00 \$2,544.16 \$2,187.58 \$2,187.59 \$2,187.58 \$2,187.59 \$	Part time	\$3,217.00		\$19,982.00		\$22,000.00		\$33,000.00	
BENEFITS \$16,872.11 \$130,523.90 \$130,523.90 ment tent Employee Benefits \$2,945.04 \$14,566.35 \$17,006.67 \$25,600.00 ded Accrued Liability \$1,375.72 \$14,566.35 \$17,006.67 \$15,000.00 \$16,000.00 de Employee Benefits \$1,375.72 \$16,106.80 \$10,000.00 \$10,000.00 \$16,000.00 de Employee Benefits \$2,187.58 \$10,000.00 \$10,000.00 \$10,000.00 \$10,000.00 Accounces \$0.00 \$10,000.00 \$10,000.00 \$10,000.00 \$10,000.00 \$10,000.00 REKATIONAL EXPENSES \$0.00 \$60,000	Medicare	\$231.91		\$1,801.90		\$1,866.67		\$2,800.00	
BENEFITS \$14,566.36 \$17,086.7 \$17,086.7 \$15,600.00 anded Accrued Lability \$1,375.72 \$9,316.47 \$11,000.00 \$16,000.00 \$16,000.00 de Employee Benefits \$2,441.6 \$25,997.86 \$16,166.80 \$16,666.67 \$40,000.00 de Employee Benefits \$2,187.58 \$10,062.50 \$16,166.80 \$16,666.67 \$40,000.00 TRELECTRONIC RESOURCES \$0.00 \$16,166.80 \$60.00 \$60.00 \$60.00 Accounces \$0.00 \$1,0052.50 \$1,0052.50 \$1,000.00 \$1,000.00 \$1,000.00 Accounces \$0.00 \$1,0052.50 \$1,000.00 \$1,0			\$16,872.11	:	\$130,523.90		\$133,200.00		\$199,800.00
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PERATIONAL EXPENSES \$25,997.86 \$26,666.67 \$40,000.00 de Employee Benefits \$2,187.58 \$16,166.80 \$60.06.48 \$16,666.67 \$40,000.00 T/ELECTRONIC RESOURCES \$0.00 \$10,052.50 \$10,052.30 \$60.00 \$10,000.00 \$20,000 Sooks \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 PERATIONAL EXPENSES \$6,882.43 \$70,203.74 \$133,476.83 \$75,666.67 \$10,000 \$0.00 PERATIONAL EXPENSES \$14,746.15 \$70,203.74 \$133,476.83 \$75,666.67 \$13,000 \$0.00 PERATIONAL EXPENSES \$0.00 \$0.00 \$133,476.83 \$75,666.67 \$13,000 \$0.00 PERATIONAL EXPENSES \$0.00 \$6,000 \$13,000 \$13,000 \$10,000	Unfunded Accrued Liability	\$1,375.72		\$9,315.47		\$11,000.00		\$16,500.00	
Of Employee Benefits \$2,187.58 \$16,166.80 \$16,166.80 \$16,166.80 \$10,000 \$10,000 \$10,000 \$10,000 \$10,000 \$10,000 \$10,000 \$10,000 \$10,000 \$10,000 \$10,000 \$10,000 \$10,000 \$10,000 \$10,000 \$10,000 \$113,500.00	Active Employee Benefits	\$3,544.16		\$25,997.86		\$26,666.67		\$40,000.00	
TICLECTRONIC RESOURCES \$10,052.50 \$66,036.48 \$71,400.00 \$0.00	Retired Employee Benefits	\$2,187.58		\$16,166.80		\$16,666.67		\$25,000.00	
Second			\$10,052.50		\$66,036.48		\$71,400.00		\$107,100.00
Soloks \$0.00 \$0.00 \$0.00 \$0.00 Resources \$5.82.43 \$63.273.09 \$6.00 \$0.00 Resources \$6.883.72 \$14,746.15 \$70,203.74 \$6.66.67 \$6.00 \$0.00 PERATIONAL EXPENSES \$0.00 \$133,476.83 \$75,666.67 \$6.00 \$0.00 PERATIONAL EXPENSES \$0.00 \$6.00 \$0.00 \$6.00 \$6.00 \$6.00 Inchestation Expenses \$0.00 \$6.00 \$6.00 \$6.00 \$6.00 \$6.00 Machines \$0.00 \$6.00 \$6.00 \$6.00 \$6.00 \$6.00 Machines \$0.00 \$6.00 \$6.00 \$6.00 \$6.00 \$6.00 Support \$1.000.00 \$6.00 \$6.00 \$6.00 \$6.00 \$6.00 Support \$1.000.00 \$6.00 \$6.00 \$6.00 \$6.00 \$6.00 Support \$1.000.00 \$6.00 \$6.00 \$6.00 \$6.00 \$6.00 Assolute \$0.00	PRINT/ELECTRONIC RESOURCES								
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PERATIONAL EXPENSES \$13,476.83 \$75,666.67 \$133,476.83 \$113,500.00 PERATIONAL EXPENSES \$14,746.15 \$133,476.83 \$133,476.83 \$133,476.83 \$113,500.00 PERATIONAL EXPENSES \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 Incomplete Section of Supplies \$0.00 \$6,676.00 \$6,000	Print Resources	\$5,882.43		\$63,273.09		\$63,666.67		\$95,500.00	
PERATIONAL EXPENSES \$14,746.15 \$133,476.83 \$139,333.33 PERATIONAL EXPENSES \$1000 \$0.0	Electronic Resources	\$8,863.72				\$75,666.67		\$113,500.00	
PERATIONAL EXPENSES \$0.00 <td></td> <td></td> <td>\$14,746.15</td> <td></td> <td>\$133,476.83</td> <td></td> <td>\$139,333.33</td> <td></td> <td>\$209,000.00</td>			\$14,746.15		\$133,476.83		\$139,333.33		\$209,000.00
Igg \$0.00 \$	OPERATIONAL EXPENSES								
And Chines \$0.00 \$6,676.00 \$4,000.00 \$6,000.00 Machines \$4,000.00 \$4,000.00 \$6,000.00 Machines \$0.00 \$0.00 \$0.00 Il Improvements \$0.00 \$0.00 \$0.00 Supplies \$19.02 \$80.33 \$0.00 \$1,000.00 Supplies \$1,000.00 \$1,000.00 \$1,000.00 \$1,000.00 \$1,000.00 Supplies \$1,000.00 \$1,000.00 \$1,000.00 \$1,000.00 \$1,000.00 \$1,000.00 \$1,000.00 \$1,000.00 \$1,000.00 \$1,000.00 \$1,000.00 \$1,000.00 \$1,000.00 \$1,000.00 \$1,000.00	Binding	\$0.00		\$0.00		\$0.00		\$0.00	
Machines \$407.55 \$3,327.22 \$3,400.00 \$5,100.00 Ill Improvements \$0.00 \$0.00 \$0.00 \$0.00 Supplies \$19.02 \$803.34 \$1,000.00 \$1,500.00 ax \$0.00 \$0.00 \$1,000.00 \$1,000.00 \$1,000.00 ax \$0.00 \$1,000.00 \$1,000.00 \$1,000.00 \$1,000.00 by Expense \$0.00 \$1,000.00 \$1,000.00 \$1,000.00 \$1,000.00 by Maintenance \$0.00 \$1,000.00 \$1,000.00 \$1,000.00 \$1,000.00 by Maintenance \$0.00 \$1,000.00	Insurance (Property, Casualty, WC)	\$0.00		\$6,676.00		\$4,000.00		\$6,000.00	- 10 - 10 - 10 - 10 - 10 - 10 - 10 - 10
supplies \$0.00 \$0.00 \$0.00 \$0.00 Supplies \$19.02 \$803.34 \$1,000.00 \$1,500.00 ax \$0.00 \$0.00 \$1,000.00 \$1,000.00 \$1,000.00 Support \$1,000.00 \$1,000.00 \$1,000.00 \$1,000.00 \$1,000.00 Support \$0.00 \$1,000.00 \$1,000.00 \$1,000.00 \$1,000.00 \$1,000.00 Support \$0.00 \$1,000.00 \$2,000.00 \$2,000.00 \$1,000.00	Copy Machines	\$407.55		\$3,327.22		\$3,400.00		\$5,100.00	
Supplies \$19.02 \$803.34 \$1,000.00 \$1,000.00 \$1,500.00 ax \$0.00 \$8,000.00 \$8,000.00 \$1,000.00 \$1,000.00 Support \$1,000.00 \$1,000.00 \$1,000.00 \$1,000.00 \$1,000.00 Support \$1,000.00 \$1,000.00 \$1,000.00 \$1,000.00 \$1,000.00 Sut Solution and Maintenance \$6.00 \$1,000.00 \$1,000.00 \$1,000.00 \$1,000.00 Ink Transfers \$0.00 \$1,000.00 \$2,000.00	Capital Improvements	\$0.00		\$0.00		\$0.00		\$0.00	
sax \$0.00 \$	Office Supplies	\$19.02		\$803.34		\$1,000.00		\$1,500.00	
Support \$1,000.00 \$8,000.00 \$12,000.00 Int Software \$0.00 \$10,051.80 \$6,666.67 \$10,000.00 Int Software \$0.00 \$10,051.80 \$6,666.67 \$10,000.00 Int Software \$0.00 \$133.33 \$10,000.00 Interest \$0.00 \$5,349.51 \$6,133.33 \$10,000.00 Ses \$0.00 \$5,340.00 \$2,000.00 \$3,000.00 Ses \$0.00 \$740.00 \$3,000.00 \$45,000.00 \$45,000.00 Itemenses \$0.00 \$0.00 \$1,466.67 \$2,200.00 \$0.00 \$0.00 \$0.00 \$1,33.33 \$2,000.00 Ilaneous \$0.00 \$0.00 \$40,133.33 \$40,133.33	Use Tax	\$0.00		\$0.00		\$0.00		\$0.00	
ort Software \$0.00 \$10,051.80 \$6,666.67 \$10,000.00 ng Maintenance \$673.25 \$5,349.51 \$6,133.33 \$9,200.00 nrk Transfers \$0.00 \$0.00 \$2,000.00 \$3,000.00 ses \$0.00 \$7,000 \$3,000.00 \$3,000.00 ses \$0.00 \$7,000 \$3,000.00 \$4,000 stional/Professional \$0.00 \$0.00 \$1,466.67 \$2,200.00 l Expenses \$0.00 \$0.00 \$1,466.67 \$2,00.00 stional \$0.00 \$0.00 \$1,33.33 \$2,00.00 stional \$0.00 \$40,897.87 \$40,133.33 \$40,133.33	Tech Support	\$1,000.00		\$8,000.00		\$8,000.00		\$12,000.00	
ng Maintenance \$673.25 \$5,349.51 \$6,133.33 \$9,200.00 nrk Transfers \$0.00 \$0.00 \$2,000.00 \$3,000.00 ces \$0.00 \$5,950.00 \$6,200.00 \$3,000.00 stional/Professional \$0.00 \$740.00 \$4,600.00 \$450.00 l Expenses \$0.00 \$0.00 \$1,466.67 \$2,00.00 stional \$0.00 \$0.00 \$133.33 \$2,00.00 llaneous \$0.00 \$40,897.87 \$40,133.33 \$40,133.33	Support Software	\$0.00		\$10,051.80		\$6,666.67		\$10,000.00	
nrk Transfers \$0.00 \$0.00 \$0.00 \$3,000.00 ses \$0.00 \$5,950.00 \$6,200.00 \$9,300.00 ational/Professional \$0.00 \$740.00 \$500.00 \$450.00 1 Expenses \$0.00 \$0.00 \$1,466.67 \$2,200.00 otional \$0.00 \$0.00 \$133.33 \$200.00 flaneous \$2,099.82 \$40,897.87 \$40,133.33 \$40,133.33	Building Maintenance	\$673.25		\$5,349.51		\$6,133.33		\$9,200.00	
ses \$0.00 \$5,950.00 \$6,200.00 \$9,300.00 stional/Professional \$0.00 \$740.00 \$300.00 \$450.00 Fxpenses \$0.00 \$0.00 \$1,466.67 \$2,200.00 stional \$0.00 \$0.00 \$133.33 \$200.00 llaneous \$2,099.82 \$40,897.87 \$40,133.33 \$40,133.33	CitiBank Transfers	\$0.00		\$0.00		\$2,000.00		\$3,000.00	
ational/Professional \$0.00 \$740.00 \$450.00 \$0.00 \$0.00 \$0.00 \$1,466.67 \$2,200.00 I Expenses \$0.00 \$0.00 \$1,33.33 \$2,00.00 Stional \$0.00 \$0.00 \$333.33 \$500.00 Ilaneous \$2,099.82 \$40,897.87 \$40,133.33 \$40,133.33	Services	\$0.00		\$5,950.00		\$6,200.00		\$9,300.00	
\$0.00 \$0.00 \$0.00 \$750.00 Stional \$0.00 \$1,466.67 \$2,200.00 Stional \$0.00 \$133.33 \$200.00 Ilaneous \$2,099.82 \$40,897.87 \$40,133.33 \$40,133.33	Educational/Professional	\$0.00		\$740.00		\$300.00		\$450.00	
ses \$0.00 \$0.00 \$1,466.67 \$2,200.00 1 \$0.00 \$0.00 \$133.33 \$200.00 us \$2,099.82 \$40,897.87 \$40,133.33 \$40,133.33	Dues	\$0.00		\$0.00		\$500.00		\$750.00	
\$0.00	Travel Expenses	\$0.00		\$0.00		\$1,466.67		\$2,200.00	
\$0.00 \$0.00 \$133.33 \$2,099.82 \$2,099.82 \$40,897.87 \$40,897.87	Promotional	\$0.00		\$0.00		\$133.33		\$200.00	
\$40,897.87	Miscellaneous	\$0.00	_	\$0.00		\$333.33		\$200.00	
Married Company of the Company of th			\$2,099.82	A Commence of the Commence of	\$40,897.87		\$40,133.33	, T	\$60,200.00

PERIOD	TOTAL INCOME	TOTAL EXPENSES	CASH ON HAND
July	\$45,166.47	\$16,286.98	\$201,871.50
August	\$48,827.55	\$69,785.41	\$180,913.64
September	\$42,324.46	\$56,804.95	\$166,433.15
October	\$58,200.84	\$43,397.08	\$181,236.91
November	\$45,786.57	\$44,290.29	\$182,733.19
December	\$144,215.46	\$47,583.01	\$279,365.64
January	\$42,714.11	\$49,016.78	\$273,062.97
February	\$42,423.60	\$43,770.98	\$271,715.59
March	\$44,153.38	\$46,483.98	\$269,384.99
April			
May			
June			- <u>-</u>
July Interest			
TOTALS	\$513,812.44	\$417,419.46	
Average/Month	\$57,090.27	\$46,379.94	
Difference/Month	\$10,710.33		

Lease Pricing PROPOSAL



Presented to SAN MATEO, COUNTY OF

By Scott Reiber

On 4/19/2018

State or Local Government Negotiated Contract: 072714800

Solution			
Product Description Item	Agreement Information	Trade Information	Requested Install Date
1. C8035H (XEROX C8035H) - Office Finisher Lx - 1 Line Fax - Customer Ed - Analyst Services	Lease Term: 60 months Purchase Option: FMV	- Xerox 7855PT S/N MX4320610 Trade-In as of Payment 59	5/21/2018

Monthly Pricing

ltem	Lease Minimum Payment	Meter	Print Charges Volume Band	Per Print Rate	Maintenance Plan Features
1. C8035H	\$187.40	1: Black and White Impressions	1 - 2,500 2,501+	Included \$0.0069	- Consumable Supplies Included for all prints - Pricing Fixed for Term
		2: Color Impressions	1 - 250 251+	Included \$0.0556	
Total	\$187,40	Minimum Payme	nts (Excluding Ap	oplicable Taxes)	

All information in this proposal is considered confidential and is for the sole use of SAN MATEO, COUNTY OF. If you would like to acquire the solution described in this proposal, we would be happy to offer a Xerox order agreement.

Pricing is subject to credit approval and is valid until 5/19/2018.



For any questions, please contact me at (505)264-7071