

**Notice of Special Meeting of  
Marin County Law Library Board of Trustees  
Marin County Law Library  
20 North San Pedro Road, Suite 2007  
Conference Room  
San Rafael, CA 94903**

**Tuesday, May 26, 2026, at 5:15 P.M.**

**Agenda**

**Call to Order\***

1. Consent Calendar

- 1.1 May 2026 Warrants
- 1.2 April 2026 Minutes

2. Open Time for Public Expression

3. Financial Report

- 3.1 Filing Fee Schedule – May 2026
- 3.2 Actuals (Income and Expenses) – April 2026
- 3.3 Journals and Reconciliation – May 2026

4. Librarian's Report

5. Committee Reports

- 5.1 Civic Engagement
- 5.2 Fundraising
- 5.3 Human Resources
- 5.4 Document Retention Procedures and Policies Committee
- 5.5 Budget Committee

6. Old Business

- 6.1 Discussion and Action: Discussion and Action re Changing Law Library Tax Status
- 6.2 Discussion and Action: Discussion and Action re Law Library Staffing
- 6.3 Discussion and Action: Discussion and Action re Establishment of Revolving Fund
- 6.4 Discussion and Action: Discussion and Action re Employee Retirement Fund

7. New Business

7.1 Discussion and Action: Discussion and Action re New Budget for Fiscal Year July 2026 – June 2027

7.2 Action: Action re Certificate of Appreciation for Board Member

8. Board Members' Suggestions for Next Regular Meeting Agenda

9. Adjournment

**Upcoming Events FYI:**

Lawyers in the Library Virtual Program – 05/28/2026

First Thursdays at the Law Library on Zoom – TBA

Deadline to Submit Reports for Board Meeting on 06/16/2026: 06/09/2026

\* This meeting may be recorded as authorized by the Government Code.

***If requested, pursuant to Government Code Section 54953.2, this agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Section 12132), and the federal rules and regulations adopted in implementation thereof. To make a request for disability-related modification or accommodation, please contact (415) 473-4381 (Voice/TTY) or 711 for the California Relay Service or e-mail [disabilityaccess@marincounty.org](mailto:disabilityaccess@marincounty.org) at least five working days in advance of the meeting.***

***A complete agenda packet is available at the front desk of the Marin County Law Library, on the Law Library's bulletin board, and on the Law Library website at [www.marincountylawlibrary.org](http://www.marincountylawlibrary.org). It is also available 24/7 outside the ground floor lobby of the middle archway entrance to the Civic Center (the one allowing access to the Courts floor) at 3501 Civic Center Drive, San Rafael, CA 94903 at least 72 hours prior to the meeting.***

## Marin County Law Library May 2026 WARRANTS

Item No.	Vendor	Current Amount Due	Suggested Payment
1	U.S. Bank (Sonic.net, USPS,Hartford, Adobe, Quill, Craigslist)	\$ 798.56	\$ 798.56
2	Thomson Reuters - May 2026	\$ 1,307.27	\$ 1,307.27
3	RELX, Inc - May 2026 Inv.	\$ 1,720.00	\$ 1,720.00
4	CEB OnLaw - May 2026 Inv.	\$ 399.58	\$ 399.58
5	Kyocera - May 2026 Inv.	\$ 430.88	\$ 430.88
6	Kaiser Permenente - May 2026	\$ 632.72	\$ 632.72
7	Comcast - May 2026	\$ 391.35	\$ 391.35
8	ADP Payroll - May 2026	\$ 162.01	\$ 162.01
9	AT&T CALNET - May 2026 Inv.	\$168.00	\$ 168.00
10	SPTJ Consulting Inc. - April 2026	\$350.00	\$ 350.00
	<b>Totals:</b>	<b>\$ 6,360.37</b>	<b>\$ 6,360.37</b>

**Salary Expenses: \$9,107.56**

**Total Expenses: \$15,457.93**

<b>Total Revenue Available:</b>	<b>\$ 219,230.00</b>
<b>Total Expenditures (proposed):</b>	<b>\$ 15,467.93</b>
<b>Remaining Cash Balance:</b>	<b>\$ 203,762.07</b>

Board of Trustees

PRESIDENT  
Denise Bashline  
*Judicially Appointed*

VICE PRESIDENT  
Alexander Johnson, Esq.  
*Judicially Appointed*

David J. Sutton, Esq.  
*Judicially Appointed*

Abby Frost Lucha, Esq.  
*Judicially Appointed*

Scott McDonald  
*Board of Supervisors Appointed*

Stephen Richards  
*Law Library Director*

20 North San Pedro Road  
Suite 2007  
San Rafael, CA 94903  
415-472-3733 T  
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[www.marincountylawlibrary.org](http://www.marincountylawlibrary.org)

**Minutes of Special Meeting of  
Marin County Law Library Board of Trustees  
Marin County Law Library  
20 North San Pedro Road, Suite 2007  
Conference Room  
San Rafael, CA 94903**

**Tuesday, April 28, 2026, at 5:15 P.M.**

**Present: Scott McDonald, Denise Bashline, David Sutton, Alex Johnson, Abby Lucha, and Stephen Richards**

**Absent:**

**Also Present:**

President Bashline called the meeting to order at 5:30 p.m.

1. Consent Calendar

1.1 April 2026 Warrants

- See attached

- Trustee Lucha made the motion to approve April 2026 warrants. Trustee Johnson seconded the motion.

Vote: Motion carried 5-0

AYES: President Bashline, Vice President McDonald, Trustee Johnson, Trustee Sutton, and Trustee Lucha

ABSENT:

1.2 March 2026 Minutes

- See Attached
- Trustee Lucha made the motion to approve April 2026 warrants. Trustee Johnson seconded the motion.

Vote: Motion carried 5-0

AYES: President Bashline, Vice President McDonald, Trustee Johnson, Trustee Sutton and Trustee Lucha

ABSENT:

2 Public Expression

- No public expression at this time.

3 Financial Report

3.1 Filing Fee Schedule – April 2026

- See Attached

3.2 Actuals (Income and Expenses) – March 2026

- See Attached
- Discussion occurred about the income from grant promises by both the county and Bigglesworth Family Foundation. Currently, the library has not received it directly but has received promise of funds. The Law Library Director is to follow up with the county.

3.3 Journals and Reconciliation – March 2026

- Bills are caught up at this time.
- Discussion occurred about the lapse of employment journals being delivered and the consequences occurring from this action. The Law Librarian is to reach out to the Finance Department.

4 Librarian's Report

- Status update for the library was given by the librarian.

5 Committee Reports

5.1 Civic Engagement

- Discussion occurred about the status of Lawyers in the Library in terms of help for running the program.

5.2 Fundraising

- Update including the new round of funding announced by the Bigglesworth Family Foundation.

5.3 Human Resources

5.4 Document Retention Procedures and Policies Committee

- No new update, but law librarian is to follow up with County Counsel.

5.5 Budget Committee

- Discussion to occur regarding new budget for fiscal year 2026 – 2027.

## 6 Old Business

### 6.1 Discussion and Action: Discussion and Action re Changing of Law Library Tax Status

- Discussion occurred reaching out for the attorney to help and what possible times would work for him in communicating with the board. The law librarian is to follow up with the attorney for times.

### 6.2 Discussion and Action: Discussion and Action re Law Library Staffing

- Discussion occurred about the present status of law library staff and moving forward with training new hires.

### 6.3 Discussion and Action: Discussion and Action re Establishment of Revolving Fund

- Presentation of revolving fund occurred, but no direct action was taken at this time.

## 7 New Business

### 7.1 Discussion and Action: Discussion and Action re Employee Retirement Fund

- Discussion occurred about the establishment of a retirement plan for the library law employees.
- No direct action currently, but possible action to occur at the next meeting.

8 Board Members' Suggestions for Next Month's Agenda

- Discussion occurred about possible topics for the next meeting.

DRAFT

9 Adjournment

- Trustee Lucha moved to adjourn the meeting. Trustee Johnson seconded the motion.

Vote: Motion carried 5-0

AYES: President Bashline, Vice President McDonald, Trustee Johnson, Trustee Sutton and Trustee Lucha

ABSENT:

The meeting was adjourned at 6:49 P.M.

Next Regular Board Meeting: May 19, 2026

Respectfully submitted,

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Denise Bashline  
President, Board of Trustees

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Stephen Richards  
Ex-Officio Secretary

## MCLL COURT FILING FEE REVENUE

FISCAL YEAR	2013/2014	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026
<b>MONTH</b>													
JULY	17,112.03	15,325.97	13,394.41	14,436.61	15,423.76	15,732.59	15,504.68	382.26	9,382.59	14,900.57	13,861.08	17,069.87	16,933.62
AUGUST	15,217.06	16,919.18	15,889.49	15,213.24	16,073.88	14,722.11	14,041.18	16,001.89	22,888.81	12,847.78	17,627.93	15,859.90	15,684.89
SEPT.	15,432.17	16,074.18	14,699.61	12,609.37	14,326.47	14,633.61	17,124.24	10,247.04	13,414.73	13,630.59	14,287.00	15,859.90	19,048.23
OCTOBER	15,217.59	14,560.64	13,726.42	14,303.82	17,267.94	14,745.05	13,045.80	13,344.67	18,388.13	12,059.80	15,257.27	13,941.71	16,146.43
NOVEMBER	13,983.15	14,926.06	13,529.51	14,026.49	14,651.51	11,844.36	14,564.37	9,890.70	15,930.29	14,023.74	13,489.86	14,038.38	17,016.16
DECEMBER	16,688.32	13,698.16	14,161.61	14,087.85	13,988.55	13,697.15	14,025.18	9,502.63	14,865.21	14,003.50	13,575.19	15,613.74	8,158.54
JANUARY	14,588.83	12,812.89	12,802.25	12,149.23	13,808.54	13,949.41	14,580.66	9,573.31	14,193.66	11,628.35	13,217.12	14,164.94	13,034.13
FEBRUARY	14,836.86	13,448.58	12,273.72	13,625.45	12,072.28	12,332.59	14,227.45	15,886.80	10,942.59	11,673.64	12,816.28	15,538.14	20,552.78
MARCH	15,218.51	12,840.74	13,942.25	12,325.32	14,378.55	15,424.33	14,612.20	9,205.48	10,184.15	12,713.48	13,437.83	14,279.53	15,330.25
APRIL	14,144.44	13,292.85	13,097.15	14,099.42	13,045.95	13,634.85	14,828.26	11,416.60	10,927.55	11,817.58	13,719.30	17,001.47	15,822.82
MAY	15,321.18	14,594.61	15,925.91	14,977.96	13,800.05	13,546.55	8,031.24	16,402.85	15,609.32	12,599.17	15,561.77	17,366.42	20,126.34
JUNE	14,850.97	16,095.27	16,237.00	12,928.62	14,252.53	15,796.62	11.62	11,634.46	12,125.83	12,018.35	12,234.41	17,065.00	0.00
<b>ANNUAL TOTALS</b>	182,611.11	174,589.13	169,679.33	164,783.38	173,090.01	170,059.22	154,596.88	133,488.69	168,852.86	153,916.55	169,085.04	187,799.00	177,854.19

**Note: \$4,387.48 came in as backlog on 11/2025**

**Each current month's filing fee revenue represents income generated from the Court filings of two months ago. January revenue comes from November filings, etc.**

**MARIN COUNTY LAW LIBRARY**  
**CURRENT PERFORMANCE AND NEXT YEAR FISCAL BUDGET**

Prepared as of  
 5/17/2026

Munis Fund No: 3400  
 Program: 7960  
 Subprogram: 7961

	CURRENT - Fiscal Year Performance												NEXT - Fiscal Year Projected and/or Budget Expectation						
	Jul 2025	Aug 2025	Sep 2025	Oct 2025	Nov 2025	Dec 2025	Jan 2026	Feb 2026	Mar 2026	Apr 2026	May 2026	Jun 2026	Full Year 2024-2025 Act/Fcst	Full Year 2024-2025 BUDGET	Full Year 2024-2025 Variance	Key Performance Notes	Full Year 2024 - 2025 Projected	Net Chg. From Prior Yr	Increase/Decrease Key Notes
<b>REVENUE</b>																			
Fillings	16,934	15,685	19,048	16,146	21,404	8,159	13,034	20,553	15,330	15,823	20,126	-	182,242	155,000	27,242		155,000	(27,242)	
Passports	875	2,100	140	1,225	875	275	1,085	875	665	735	-	-	8,850	13,000	(4,150)	Started program Feb '23	13,000	4,150	Started charging Feb '23
All Other	196	910	203	5,813	905	5,388	240	476	194	501	-	-	14,824	77,702	(62,878)		64,702	49,878	Assumes State Funding of \$62K
<b>TOTAL REVENUE</b>	<b>18,005</b>	<b>18,694</b>	<b>19,391</b>	<b>23,185</b>	<b>23,183</b>	<b>13,822</b>	<b>14,359</b>	<b>21,904</b>	<b>16,189</b>	<b>17,058</b>	<b>20,126</b>	<b>-</b>	<b>205,916</b>	<b>245,702</b>	<b>(39,786)</b>		<b>232,702</b>	<b>26,786</b>	
<b>EXPENSES</b>																			
Direct Staffing Expense	8,796	15,287	9,254	8,880	9,602	10,230	8,431	9,164	9,422	9,108	-	-	98,174	135,310	37,136		135,310	37,136	
Insurance	548	354	362	-	-	406	-	-	406	-	-	-	2,076	5,400	3,324		5,400	3,324	
Membership/Prof Dev	-	50	-	-	-	-	-	-	-	-	-	-	50	5,000	4,950		-	(50)	
Office Expense	173	197	150	-	98	415	349	684	136	236	-	-	2,437	3,200	763		3,200	763	
Postage	66	134	17	-	81	109	111	115	71	133	-	-	838	3,200	2,362		-	(838)	
Projects	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		-	-	
Professional Svc/ (ADP)	163	244	171	171	171	256	356	162	159	159	-	-	2,012	3,000	988		1,852	(160)	
Copy Machines	416	423	577	431	431	431	431	431	431	431	-	-	4,432	4,992	560		3,200	(1,232)	
Telephone/Internet	689	3,794	1,535	-	1,186	1,361	836	663	7,776	874	-	-	18,714	20,000	1,286		20,000	1,286	Non-recurring network Upgrade Expense
Publications	4,820	5,627	3,880	1,307	4,687	5,192	3,387	3,387	3,602	3,387	-	-	39,275	52,600	13,325		-	(39,275)	
Bookings	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		-	-	
<b>TOTAL EXPENSE</b>	<b>15,670</b>	<b>26,111</b>	<b>15,945</b>	<b>10,789</b>	<b>16,257</b>	<b>18,401</b>	<b>13,902</b>	<b>14,605</b>	<b>22,002</b>	<b>14,326</b>	<b>-</b>	<b>-</b>	<b>168,008</b>	<b>232,702</b>	<b>64,694</b>		<b>168,962</b>	<b>954</b>	
<b>NET GAIN/(LOSS)</b>	<b>2,335</b>	<b>(7,416)</b>	<b>3,446</b>	<b>12,396</b>	<b>6,926</b>	<b>(4,580)</b>	<b>457</b>	<b>7,300</b>	<b>(5,813)</b>	<b>2,732</b>	<b>20,126</b>	<b>-</b>	<b>37,908</b>	<b>13,000</b>	<b>(24,908)</b>		<b>63,740</b>	<b>25,832</b>	
<b>FUND BALANCE</b>																			
Unrestricted Fund Balance	206,124	208,459	201,042	204,488	216,883	223,810	219,230	219,687	226,987	221,173	223,905	244,032	206,124				244,032		
Income/Loss (from above)	2,335	(7,416)	3,446	12,396	6,926	(4,580)	457	7,300	(5,813)	2,732	20,126	-	37,908				63,740		
Total Unrestricted Fund Bal	208,459	201,042	204,488	216,883	223,810	219,230	219,687	226,987	221,173	223,905	244,032	244,032	244,032				307,772		

**CURRENT YEAR - Key Messages**

- > Expected expense of \$233K, which assumes add'l State funding of \$62K. If not recieved a deficit will occur of \$62K
- > Yr-over-Yr remains flat, however there is a shift between of spend between Network

**NEXT YEAR - Key Messages**

# FY 2025-2026 Profit & Loss

		Prev FY			
		Jul - Jun		July	Aug
		'24-'25		Jul-05	Aug-25
		Act		Act	Act
<b>REVENUE:</b>					
451970	Filings	\$ 170,526		\$ 16,934	\$ 15,685
441115	Interest	\$ 5,045		\$ -	\$ -
462650	Photocopies	\$ 1,555		\$ 171	\$ 239
470410	Book Sales	\$ 1,865		\$ -	\$ 650
470330	Donations	\$ 575		\$ -	\$ 20
470110	Fax/Paper Sales	\$ 52		\$ -	\$ -
441215	Conference Room	\$ 495		\$ 25	\$ -
462610	Proctoring	\$ -		\$ -	\$ -
461810	Miscellaneous Receipts	\$ 11,224		\$ -	\$ -
461710	Classes/Workshops/MCLE	\$ -		\$ -	\$ -
462610	Passport Services	\$ 11,000		\$ 875	\$ 2,100
480210	Transfers In	\$ -		\$ -	\$ -
<b>Revenue Total:</b>		<b>\$ 202,338</b>		<b>\$ 18,005</b>	<b>\$ 18,694</b>

# FY 2025-2026 Profit & Loss

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		FISCAL YE			
		Sep	Oct	Nov	Dec
		Sep-25	Oct-25	Nov-25	Dec-25
		Act	Act	Act	Act
<b>REVENUE:</b>					
451970	Filings	\$ 19,048	\$ 16,146	\$ 21,404	\$ 8,159
441115	Interest	\$ -	\$ -	\$ -	\$ -
462650	Photocopies	\$ 133	\$ 130	\$ 112	\$ -
470410	Book Sales	\$ 60	\$ 448	\$ -	\$ 113
470330	Donations	\$ 10	\$ 10	\$ -	\$ 5,250
470110	Fax/Paper Sales	\$ -	\$ -	\$ -	\$ -
441215	Conference Room	\$ -	\$ 25	\$ 25	\$ 25
462610	Proctoring	\$ -	\$ -	\$ -	\$ -
461810	Miscellaneous Receipts	\$ -	\$ 5,201	\$ 768	\$ -
461710	Classes/Workshops/MCLE	\$ -	\$ -	\$ -	\$ -
462610	Passport Services	\$ 140	\$ 1,225	\$ 875	\$ 275
480210	Transfers In	\$ -	\$ -	\$ -	\$ -
<b>Revenue Total:</b>		<b>\$ 19,391</b>	<b>\$ 23,185</b>	<b>\$ 23,183</b>	<b>\$ 13,822</b>

# FY 2025-2026 Profit & Loss

his section-----

Act/Fcst

AR 7/01/2025 through 06/30/2026

		Jan 1/1/2026 Act	Feb 2/1/2026 Act	Mar 2026 Act
<b>REVENUE:</b>				
451970	Filings	\$ 13,034	\$ 20,553	\$ 15,330
441115	Interest	\$ -	\$ -	\$ -
462650	Photocopies	\$ 95	\$ 380	\$ 52
470410	Book Sales	\$ -	\$ 9	\$ 100
470330	Donations	\$ -	\$ 5	\$ 17
470110	Fax/Paper Sales	\$ -	\$ -	\$ -
441215	Conference Room	\$ 50	\$ -	\$ 25
462610	Proctoring	\$ -	\$ -	\$ -
461810	Miscellaneous Receipts	\$ 95	\$ 75	\$ -
461710	Classes/Workshops/MCLE	\$ -	\$ 8	\$ -
462610	Passport Services	\$ 1,085	\$ 875	\$ 665
480210	Transfers In	\$ -	\$ -	\$ -
<b>Revenue Total:</b>		<b>\$ 14,359</b>	<b>\$ 21,904</b>	<b>\$ 16,189</b>

## FY 2025-2026 Profit & Loss

		Apr 2026 <i>Act</i>	May 2026 <i>Act</i>	Jun 2026 <i>Act</i>
<b>REVENUE:</b>				
451970	Filings	\$ 15,823	20,126	\$ -
441115	Interest	\$ -	-	\$ -
462650	Photocopies	\$ 106	-	\$ -
470410	Book Sales	\$ 225	-	\$ -
470330	Donations	\$ -	-	\$ -
470110	Fax/Paper Sales	\$ -	-	\$ -
441215	Conference Room	\$ 170	-	\$ -
462610	Proctoring	\$ -	-	\$ -
461810	Miscellaneous Receipts	\$ -	-	\$ -
461710	Classes/Workshops/MCLE	\$ -	-	\$ -
462610	Passport Services	\$ 735	-	\$ -
480210	Transfers In	\$ -	-	\$ -
<b>Revenue Total:</b>		<b>\$ 17,058</b>	<b>20,126</b>	<b>\$ -</b>

# FY 2025-2026 Profit & Loss

		TOTAL FY <u>Act/Fcst</u>	
<b>REVENUE:</b>			
451970	Filings	\$	182,242
441115	Interest	\$	-
462650	Photocopies	\$	1,415
470410	Book Sales	\$	1,605
470330	Donations	\$	5,312
470110	Fax/Paper Sales	\$	-
441215	Conference Room	\$	345
462610	Proctoring	\$	-
461810	Miscellaneous Receipts	\$	6,139
461710	Classes/Workshops/MCLE	\$	8
462610	Passport Services	\$	8,850
480210	Transfers In	\$	-
<b>Revenue Total:</b>		<b>\$</b>	<b>205,916</b>

FY 2025-2026 Profit & Loss

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	Prev FY Jul - Jun '24-'25	FISCAL YEAR 7/01/2025 through 06/30/2026												May 2026	Jun 2026	TOTAL FY
		July Jul-05	Aug Aug-25	Sep Sep-25	Oct Oct-25	Nov Nov-25	Dec Dec-25	Jan 1/1/2026	Feb 2/1/2026	Mar 2026	Apr 2026					
<b>EXPENSE:</b>																
<b>Staff</b>																
511110 Librarian	\$ 59,559	\$ 4,774	\$ 8,714	\$ 5,826	\$ 5,068	\$ 5,229	\$ 6,511	\$ 4,656	\$ 4,799	\$ 5,444	\$ 5,229	-	\$ -	-	\$ -	\$ 56,250
511220 Extra Hire	\$ 36,861	\$ 3,419	\$ 4,743	\$ 2,234	\$ 2,614	\$ 3,118	\$ 1,847	\$ 2,445	\$ 3,038	\$ 2,640	\$ 3,207	-	\$ -	-	\$ -	\$ 29,305
515110 Social Security	\$ 6,045	\$ 471	\$ 775	\$ 462	\$ 476	\$ 518	\$ 874	\$ 440	\$ 486	\$ 501	\$ 523	-	\$ -	-	\$ -	\$ 5,526
515115 Medicare	\$ 1,414	\$ 110	\$ 181	\$ 108	\$ 111	\$ 121	\$ 198	\$ 103	\$ 114	\$ 117	\$ 122	-	\$ -	-	\$ -	\$ 1,286
513215 Health Benefits	\$ 4,709	\$ 584	\$ 816	\$ 584	\$ 584	\$ 584	\$ 672	\$ 672	\$ 672	\$ 672	\$ 672	-	\$ -	-	\$ -	\$ 5,841
514110 Workers Compensation	\$ 46	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -	-	\$ -	\$ -
515120 Unemployment Insur.	\$ 622	\$ 23	\$ 58	\$ 39	\$ 27	\$ 33	\$ 128	\$ 115	\$ 55	\$ 48	\$ 26	-	\$ -	-	\$ -	\$ 551
Staff Subtotal:	\$ 109,255	\$ 9,380	\$ 15,287	\$ 9,254	\$ 8,880	\$ 9,602	\$ 10,230	\$ 8,431	\$ 9,164	\$ 9,422	\$ 9,108	-	\$ -	-	\$ -	\$ 98,758
<b>ADMINISTRATIVE EXPENSE</b>																
<b>Insurance</b>																
USLI	\$ 1,962	\$ 548	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -	-	\$ -	\$ 548
Complete Equity Markets	\$ 1,589	\$ -	\$ 354	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -	-	\$ -	\$ 354
Hartford	\$ 1,145	\$ -	\$ -	\$ 362	\$ -	\$ -	\$ 406	\$ -	\$ -	\$ 406	\$ -	-	\$ -	-	\$ -	\$ 1,174
Insurance Subtotal:	\$ 4,696	\$ 548	\$ 354	\$ 362	\$ -	\$ -	\$ 406	\$ -	\$ -	\$ 406	\$ -	-	\$ -	-	\$ -	\$ 2,076
<b>Memberships/Prof Develop.</b>																
Placeholder	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -	-	\$ -	\$ -
CCCLL	\$ 50	\$ -	\$ 50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -	-	\$ -	\$ 50
MCPA	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -	-	\$ -	\$ -
MLCPA	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -	-	\$ -	\$ -
NOCALL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -	-	\$ -	\$ -
AALL	\$ 3,551	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -	-	\$ -	\$ -
MBRP/Prof Dev Subtotal:	\$ 3,601	\$ -	\$ 50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -	-	\$ -	\$ 50
<b>Office Expenses</b>																
522410 Office Expenses	\$ 2,753	\$ 173	\$ 197	\$ 150	\$ -	\$ 98	\$ 415	\$ 349	\$ 684	\$ 136	\$ 236	-	\$ -	-	\$ -	\$ 2,437
<b>Postage</b>																
522440 Postage	\$ 1,508	\$ 66	\$ 134	\$ 17	\$ -	\$ 81	\$ 109	\$ 111	\$ 115	\$ 71	\$ 133	-	\$ -	-	\$ -	\$ 838
<b>Projects</b>																
522310 Projects	\$ 1,496	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -	-	\$ -	\$ -
<b>Professional Services (ADP Payroll)</b>																
522510 Professional Services (ADP Payroll)	\$ 2,595	\$ 163	\$ 244	\$ 171	\$ 171	\$ 171	\$ 256	\$ 356	\$ 162	\$ 159	\$ 159	-	\$ -	-	\$ -	\$ 2,012
<b>Copy Machines</b>																
522930 Copy Machines	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -	-	\$ -	\$ -
DeLage Londen	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -	-	\$ -	\$ -
HiTech	\$ 3,818	\$ 416	\$ 423	\$ 577	\$ 431	\$ 431	\$ 431	\$ 431	\$ 431	\$ 431	\$ 431	-	\$ -	-	\$ -	\$ 4,432
Mavin Copier	\$ 400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -	-	\$ -	\$ -
Copy Machines Subtotal:	\$ 4,218	\$ 416	\$ 423	\$ 577	\$ 431	\$ 431	\$ 431	\$ 431	\$ 431	\$ 431	\$ 431	-	\$ -	-	\$ -	\$ 4,432
<b>Tel/Internet</b>																
521310 Tel/Internet	\$ 27,599	\$ 689	\$ 3,794	\$ 1,535	\$ -	\$ 1,186	\$ 1,361	\$ 836	\$ 663	\$ 7,776	\$ 874	-	\$ -	-	\$ -	\$ 18,714
Sonic Email	\$ 231	\$ 18	\$ 18	\$ 18	\$ -	\$ 24	\$ 24	\$ 24	\$ 25	\$ 24	\$ 24	-	\$ -	-	\$ -	\$ 199
Comcast Internet	\$ 3,155	\$ 496	\$ 646	\$ 748	\$ -	\$ 470	\$ 470	\$ 470	\$ 470	\$ 332	\$ 332	-	\$ -	-	\$ -	\$ 4,432
AT&T Phone	\$ 1,452	\$ -	\$ 313	\$ 157	\$ -	\$ 168	\$ 168	\$ 168	\$ 168	\$ 159	\$ 168	-	\$ -	-	\$ -	\$ 1,468
SPT1	\$ 22,761	\$ 175	\$ 2,817	\$ 613	\$ -	\$ 525	\$ 700	\$ 175	\$ -	\$ 7,261	\$ 350	-	\$ -	-	\$ -	\$ 12,615
Tel/Internet Subtotal:	\$ 27,599	\$ 689	\$ 3,794	\$ 1,535	\$ -	\$ 1,186	\$ 1,361	\$ 836	\$ 663	\$ 7,776	\$ 874	-	\$ -	-	\$ -	\$ 18,714
<b>Publications Upkeep</b>																
522815 Publications Upkeep	\$ 16,941	\$ 1,002	\$ 875	\$ 2,472	\$ -	\$ 2,080	\$ 2,080	\$ 2,080	\$ 2,080	\$ 2,195	\$ 2,080	-	\$ -	-	\$ -	\$ 16,941
Other (CEB OnLaw, etc.)	\$ 9,395	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -	-	\$ -	\$ -
CEB	\$ 6,942	\$ 1,408	\$ 2,292	\$ 101	\$ -	\$ 1,301	\$ 1,806	\$ -	\$ -	\$ 101	\$ -	-	\$ -	-	\$ -	\$ 7,007
Lexis Nexis	\$ 24,979	\$ 1,153	\$ 1,153	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -	-	\$ -	\$ 2,306
Westlaw	\$ 14,911	\$ 1,257	\$ 1,307	\$ 1,307	\$ 1,307	\$ 1,307	\$ 1,307	\$ 1,307	\$ 1,307	\$ 1,307	\$ 1,307	-	\$ -	-	\$ -	\$ 13,020
West Publishing	\$ 57,230	\$ 4,820	\$ 5,627	\$ 3,880	\$ 1,307	\$ 4,687	\$ 5,192	\$ 3,387	\$ 3,387	\$ 3,602	\$ 3,387	-	\$ -	-	\$ -	\$ 39,275
Publications Subtotal:	\$ 116,906	\$ 10,612	\$ 11,254	\$ 7,567	\$ 2,614	\$ 9,074	\$ 10,666	\$ 9,867	\$ 9,867	\$ 10,404	\$ 9,867	-	\$ -	-	\$ -	\$ 106,906
522410 Book Binding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -	-	\$ -	\$ -
Expense Total:	\$ 214,951	\$ 16,254	\$ 26,111	\$ 15,945	\$ 10,789	\$ 16,257	\$ 18,401	\$ 13,902	\$ 14,605	\$ 22,002	\$ 14,326	-	\$ -	-	\$ -	\$ 168,592
<b>Net Gain/(Loss)</b>	\$ (12,613)	\$ 1,751	\$ (7,416)	\$ 3,446	\$ 12,396	\$ 6,926	\$ (4,580)	\$ 457	\$ 7,300	\$ (5,813)	\$ 2,732	20,126	\$ -	-	\$ -	\$ 37,324
<b>Unrestricted Fund Balance</b>																
Unrestricted Fund Balance	\$ 218,737	\$ 206,124	\$ 207,875	\$ 200,458	\$ 203,904	\$ 216,299	\$ 223,226	\$ 218,646	\$ 219,103	\$ 226,403	\$ 220,589	223,321	\$ 243,448			
Income/Loss (from above)	\$ (12,613)	\$ 1,751	\$ (7,416)	\$ 3,446	\$ 12,396	\$ 6,926	\$ (4,580)	\$ 457	\$ 7,300	\$ (5,813)	\$ 2,732	20,126	\$ -			
Total Unrestricted Fund Bal	\$ 206,124	\$ 207,875	\$ 200,458	\$ 203,904	\$ 216,299	\$ 223,226	\$ 218,646	\$ 219,103	\$ 226,403	\$ 220,589	\$ 223,321	243,448	\$ 243,448			

Footnotes