

**Notice of Regular 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 19, 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 New Budget for Fiscal Year July 2026 – June 2027

7.2 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 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. 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
	Totals:	\$ 6,360.37	\$ 6,360.37

Salary Expenses: \$9,107.56

Total Expenses: \$15,457.93

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

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
415-472-3729 F
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,

Denise Bashline
President, Board of Trustees

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
MONTH													
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
ANNUAL TOTALS	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
REVENUE																			
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
TOTAL REVENUE	18,005	18,694	19,391	23,185	23,183	13,822	14,359	21,904	16,189	17,058	20,126	-	205,916	245,702	(39,786)		232,702	26,786	
EXPENSES																			
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	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		-	-	
TOTAL EXPENSE	15,670	26,111	15,945	10,789	16,257	18,401	13,902	14,605	22,002	14,326	-	-	168,008	232,702	64,694		168,962	954	
NET GAIN/(LOSS)	2,335	(7,416)	3,446	12,396	6,926	(4,580)	457	7,300	(5,813)	2,732	20,126	-	37,908	13,000	(24,908)		63,740	25,832	
FUND BALANCE																			
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

-Input Actual and Forecasts in this section-
manually move the Blue Bar to align at intersection of Act/Fcst

	Prev FY Jul - Jun 24-25 Act	FISCAL YEAR 7/01/2025 through 06/30/2026												TOTAL FY Act/Fcst	FY 2025-2026			
		July Jul-05 Act	Aug Aug-25 Act	Sep Sep-25 Act	Oct Oct-25 Act	Nov Nov-25 Act	Dec Dec-25 Act	Jan 1/1/2026 Act	Feb 2/1/2026 Act	Mar 2026 Act	Apr 2026 Act	May 2026 Act	Jun 2026 Act		Approved Projected Budget	(Over)/Under Plan		
REVENUE:																		
451970 Filings	\$ 170,520	\$ 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)		
441115 Interest	\$ 5,045	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,000	\$ 2,000		
462650 Photocopies	\$ 1,555	\$ 171	\$ 239	\$ 133	\$ 130	\$ 112	\$ -	\$ 95	\$ 380	\$ 52	\$ 106	\$ -	\$ -	\$ 1,415	\$ 1,100	\$ (315)		
470410 Book Sales	\$ 1,865	\$ -	\$ 650	\$ 60	\$ 448	\$ -	\$ 113	\$ -	\$ 9	\$ 100	\$ 225	\$ -	\$ -	\$ 1,605	\$ 700	\$ (905)		
470330 Donations	\$ 575	\$ -	\$ 20	\$ 10	\$ 10	\$ -	\$ 5,250	\$ -	\$ 5	\$ 17	\$ -	\$ -	\$ -	\$ 5,312	\$ 3,000	\$ (2,312)		
470110 Fax/Paper Sales	\$ 52	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50	\$ 50		
441215 Conference Room	\$ 495	\$ 25	\$ -	\$ -	\$ 25	\$ 25	\$ 25	\$ 50	\$ -	\$ 25	\$ 170	\$ -	\$ -	\$ 345	\$ 200	\$ (145)		
462610 Proctoring	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
461810 Miscellaneous Receipts	\$ 11,224	\$ -	\$ -	\$ -	\$ 5,201	\$ 768	\$ -	\$ 95	\$ 75	\$ -	\$ -	\$ -	\$ -	\$ 6,139	\$ 56,652	\$ 50,513		
461710 Classes/Workshops/WCLE	\$ 1,045	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8	\$ -	\$ -	\$ -	\$ -	\$ 8	\$ 18	\$ (8)		
462610 Passport Services	\$ 11,000	\$ 875	\$ 2,100	\$ 140	\$ 1,225	\$ 875	\$ 275	\$ 1,085	\$ 875	\$ 665	\$ 735	\$ -	\$ -	\$ 8,850	\$ 13,000	\$ 4,150		
480210 Transfers In	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Revenue Total:	\$ 202,338	\$ 18,005	\$ 18,694	\$ 19,391	\$ 23,185	\$ 23,183	\$ 13,822	\$ 14,359	\$ 21,904	\$ 16,189	\$ 17,058	\$ 20,126	\$ -	\$ 205,916	\$ 232,702	\$ 26,786		
EXPENSE:																		
Staff																		
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	\$ 66,150	\$ 9,900		
511220 Extra Hire	\$ 36,861	\$ 3,415	\$ 4,743	\$ 2,234	\$ 2,614	\$ 3,118	\$ 1,847	\$ 2,445	\$ 3,038	\$ 2,640	\$ 3,207	\$ -	\$ -	\$ 29,305	\$ 54,450	\$ 22,145		
515110 Social Security	\$ 6,045	\$ 471	\$ 775	\$ 462	\$ 476	\$ 518	\$ 874	\$ 440	\$ 486	\$ 501	\$ 523	\$ -	\$ -	\$ 5,526	\$ 7,300	\$ 1,774		
515115 Medicare	\$ 1,414	\$ 110	\$ 181	\$ 108	\$ 111	\$ 121	\$ 198	\$ 103	\$ 114	\$ 117	\$ 122	\$ -	\$ -	\$ 1,286	\$ 1,710	\$ 424		
513215 Health Benefits	\$ 4,709	\$ -	\$ 816	\$ 584	\$ 584	\$ 584	\$ 672	\$ 672	\$ 672	\$ 672	\$ 672	\$ -	\$ -	\$ 5,257	\$ 6,600	\$ 1,343		
514110 Workers Compensation	\$ 40	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 900	\$ 900		
515120 Unemployment Insur.	\$ 52	\$ 21	\$ 58	\$ 39	\$ 27	\$ 33	\$ 128	\$ 115	\$ 55	\$ 48	\$ 26	\$ -	\$ -	\$ 551	\$ 1,200	\$ 649		
Staff Subtotal:	\$ 109,255	\$ 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		
ADMINISTRATIVE EXPENSE																		
Insurance																		
USU	\$ 1,962	\$ 548	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 548	\$ -	\$ (548)		
Complete Equity Markets	\$ 1,589	\$ -	\$ 354	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 354	\$ -	\$ (354)		
Hartford	\$ 1,145	\$ -	\$ -	\$ 362	\$ -	\$ -	\$ 406	\$ -	\$ -	\$ 406	\$ -	\$ -	\$ -	\$ 1,174	\$ -	\$ (1,174)		
Insurance Subtotal:	\$ 4,696	\$ 548	\$ 354	\$ 362	\$ -	\$ -	\$ 406	\$ -	\$ -	\$ 406	\$ -	\$ -	\$ -	\$ 2,076	\$ 5,400	\$ 3,324		
522210 Memberships/Prof Develop.																		
Placeholder	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
CCCLL	\$ 50	\$ -	\$ 50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50	\$ -	\$ (50)		
MCSA	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
MCPA	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
NOCALL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
AALL	\$ 3,551	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
MBRP/Prof Dev Subtotal:	\$ 3,601	\$ -	\$ 50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50	\$ 5,000	\$ (50)		
522410 Office Expenses	\$ 2,753	\$ 173	\$ 197	\$ 150	\$ -	\$ 98	\$ 415	\$ 349	\$ 684	\$ 136	\$ 236	\$ -	\$ -	\$ 2,437	\$ 3,200	\$ 763		
522440 Postage	\$ 1,508	\$ 66	\$ 134	\$ 17	\$ -	\$ 81	\$ 109	\$ 111	\$ 115	\$ 71	\$ 133	\$ -	\$ -	\$ 838	\$ 3,200	\$ 2,362		
522310 Projects	\$ 1,496	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
522510 Professional Services (ADP Payroll)	\$ 2,595	\$ 163	\$ 244	\$ 171	\$ 171	\$ 171	\$ 256	\$ 356	\$ 162	\$ 159	\$ 159	\$ -	\$ -	\$ 2,012	\$ 3,000	\$ 988		
522930 Copy Machines	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
DeLage Londen	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
H/Tech	\$ 3,818	\$ 416	\$ 423	\$ 577	\$ 431	\$ 431	\$ 431	\$ 431	\$ 431	\$ 431	\$ 431	\$ -	\$ -	\$ 4,432	\$ -	\$ (4,432)		
Mavin Copier	\$ 400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Copy Machines Subtotal:	\$ 4,218	\$ 416	\$ 423	\$ 577	\$ 431	\$ 431	\$ 431	\$ 431	\$ 431	\$ 431	\$ 431	\$ -	\$ -	\$ 4,432	\$ 4,992	\$ (4,432)		
521910 Tel/Internet	\$ 233	\$ 18	\$ 18	\$ 18	\$ -	\$ 24	\$ 34	\$ 34	\$ 35	\$ 24	\$ 24	\$ -	\$ -	\$ 199	\$ -	\$ (199)		
Sonic Email	\$ 3,155	\$ 496	\$ 646	\$ 748	\$ -	\$ 470	\$ 470	\$ 470	\$ 470	\$ 332	\$ 332	\$ -	\$ -	\$ 4,432	\$ -	\$ (4,432)		
Comcast Internet	\$ 1,452	\$ -	\$ 313	\$ 157	\$ -	\$ 168	\$ 168	\$ 168	\$ 168	\$ 159	\$ 168	\$ -	\$ -	\$ 1,468	\$ -	\$ (1,468)		
AT&T Phone	\$ 22,761	\$ 175	\$ 2,817	\$ 613	\$ -	\$ 525	\$ 700	\$ 175	\$ -	\$ 7,261	\$ 350	\$ -	\$ -	\$ 12,615	\$ (0)	\$ (12,615)		
SPTI	\$ 27,599	\$ 689	\$ 3,794	\$ 1,535	\$ -	\$ 1,186	\$ 1,361	\$ 836	\$ 663	\$ 7,776	\$ 874	\$ -	\$ -	\$ 18,714	\$ 20,000	\$ 1,286		
Tel/Internet Subtotal:	\$ 27,599	\$ 689	\$ 3,794	\$ 1,535	\$ -	\$ 1,186	\$ 1,361	\$ 836	\$ 663	\$ 7,776	\$ 874	\$ -	\$ -	\$ 18,714	\$ 20,000	\$ 1,286		
522815 Publications Upkeep																		
Other (CEB Onlaw, etc.)	\$ 1,002	\$ 1,002	\$ 875	\$ 2,472	\$ -	\$ 2,080	\$ 2,080	\$ 2,080	\$ 2,080	\$ 2,195	\$ 2,080	\$ -	\$ -	\$ 16,941	\$ -	\$ (16,941)		
CEB	\$ 9,395	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Lewis Nexis	\$ 6,942	\$ 1,408	\$ 2,292	\$ 101	\$ -	\$ 1,301	\$ 1,806	\$ -	\$ -	\$ 101	\$ -	\$ -	\$ -	\$ 7,007	\$ -	\$ (7,007)		
Westlaw	\$ 24,979	\$ 1,153	\$ 1,153	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,306	\$ -	\$ (2,306)		
West Publishing	\$ 14,911	\$ 1,257	\$ 1,307	\$ 1,307	\$ 1,307	\$ 1,307	\$ 1,307	\$ 1,307	\$ 1,307	\$ 1,307	\$ 1,307	\$ -	\$ -	\$ 13,020	\$ -	\$ (13,020)		
Publications Subtotal:	\$ 57,230	\$ 4,820	\$ 5,627	\$ 3,880	\$ 1,307	\$ 4,687	\$ 5,192	\$ 3,387	\$ 3,387	\$ 3,602	\$ 3,387	\$ -	\$ -	\$ 39,275	\$ 52,600	\$ (39,275)		
522410 Book Binding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Expense Total:	\$ 214,951	\$ 15,670	\$ 26,111	\$ 15,945	\$ 10,789	\$ 16,257	\$ 18,401	\$ 13,902	\$ 14,605	\$ 22,002	\$ 14,326	\$ -	\$ -	\$ 168,008	\$ 232,702	\$ 64,694		
Net Gain/(Loss)	\$ (12,613)	\$ 2,335	\$ (7,416)	\$ 3,446	\$ 12,396	\$ 6,926	\$ (4,580)	\$ 457	\$ 7,300	\$ (5,813)	\$ 2,732	\$ 20,126	\$ -	\$ 37,908				
Unrestricted Fund Balance	\$ 218,737	\$ 206,124	\$ 208,459	\$ 201,042	\$ 204,488	\$ 216,883	\$ 223,810	\$ 219,230	\$ 219,687	\$ 226,987	\$ 221,173	\$ 223,905	\$ 244,032					
Income/Loss (from above)	\$ (12,613)	\$ 2,335	\$ (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	\$ 208,459	\$ 201,042	\$ 204,488	\$ 216,883	\$ 223,810	\$ 219,230	\$ 219,687	\$ 226,987	\$ 221,173	\$ 223,905	\$ 244,032						

Footnotes