

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

August 21, 2025

BOARD OF LAW LIBRARY TRUSTEES MEETING

LOCATION: CONFERENCE ROOM, SAN MATEO COUNTY BAR ASSOCIATION
333 BRADFORD STREET, SUITE 200, REDWOOD CITY, CALIFORNIA 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, August 21, 2025 12:15 P.M.

AGENDA

1. CLOSED SESSION
2. REGULAR SESSION
 - a. Report on closed session
 - b. Approval of Minutes of the Thursday, May 22 meeting.
 - c. Acceptance of Report of Expenses for Period 10 (April) ,Period 11 (May) Period 12 (June) FY2024-25
 - d. Discussion/Informational Updates and Policy Decisions:
 - Proposed Amendments to Budget FY2025-2026
 - Hartford Disputed Charges
 - Extra Help SS and OBRA deductions
 - Community Dispute Resolution Grant Proposal
 - Flooding

- AT&T Fiber Install
- Microsoft Update
- Monterra proposal
- Other matters of interest

e. Report of the San Mateo County Bar Association

f. Public open comment.

3. ADJOURNMENT

2025 MEETING SCHEDULE
NEXT MEETING SEPTEMBER 25, 2025

Mark Your Calendar!

2025 San Mateo County Law Library Board of Trustees Meeting Schedule:

- September 25, 2025
- November 20, 2025

Payroll & Benefits	Blake, Larry	\$484.50
	Bracco, Caroline	\$8,652.80
	Brill, Margaret Ruth	\$2,570.40
	Chaves, Shawn	\$5,692.80
	Conventini, Antonella	\$6,160.00
	Cubing, Ino	\$88.00
	Cubing, Isabelle	\$269.28
	Jimenez, Vanessa	\$204.00
	Krehnke, Isabel	\$100.00
	Woods, Marcia	\$2,713.20
	Medicare & FICA	\$1,122.53
	Active Employee Benefits	\$4,210.38
	Retired Employee Benefits	\$1,170.99
Subtotal:		\$33,438.88
Total Monthly Expenses:		\$57,848.08

DETAILED MONTHLY INCOME			
Fund	Income Source	Comments	Amount
SMC Trust	Filing Fees		\$54,695.33
	Interest		\$11,271.58
	Credits/Refunds		\$0.00
	Other		\$0.00
	Subtotal:		
CitiBank	Photocopier		\$130.05
	Computer Printing		\$155.95
	Conference Room Rental		\$40.00
	Deed Form Sales		\$95.00
	MCLE Tape Circulation		\$0.00
	24-hour Material Circulation		\$20.00
	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
Subtotal:			\$451.00
Total Monthly Income:			\$66,417.91

	A	B	C	D	E	F	G	H
1	Expense Category	April Expenses			YTD Expenses	Budgeted YTD	Fiscal Year Budget	
2		SMC Trust Acct.	CitiBank Acct.	Acct. Totals				
3	PAYROLL							
4	Full time	\$20,505.60	\$0.00	\$20,505.60	\$188,246.24	\$166,916.67	\$200,300.00	
5	Part time	\$6,429.38	\$0.00	\$6,429.38	\$71,806.64	\$89,583.33	\$107,500.00	
6	Subtotal :	\$26,934.98	\$0.00	\$26,934.98	\$260,052.88	\$256,500.00	\$307,800.00	
7	BENEFITS							
8	CalPERS Retirement	\$1,641.04	\$0.00	\$1,641.04	\$30,562.49	\$24,166.67	\$29,000.00	
9	CalPERS UAL	\$5,292.83	\$0.00	\$5,292.83	\$52,928.30	\$46,666.67	\$56,000.00	
10	CalPERS Pension Prefunding*	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
11	Medicare & FICA	\$1,122.53	\$0.00	\$1,122.53	\$10,140.95	\$8,333.33	\$10,000.00	
12	Prior OASDI	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
13	Active Employee Benefits	\$4,210.38	\$0.00	\$4,210.38	\$27,138.42	\$26,666.67	\$32,000.00	
14	Retired Employee Benefits	\$1,170.99	\$0.00	\$1,170.99	\$11,198.90	\$13,333.33	\$16,000.00	
15	Subtotal :	\$13,437.77	\$0.00	\$13,437.77	\$131,969.06	\$119,166.67	\$143,000.00	
16	LIBRARY RESOURCES							
17	New Materials	\$0.00	\$0.00	\$0.00	\$0.00	\$12,083.33	\$14,500.00	
18	Print Resources	\$4,450.41	\$75.17	\$4,525.58	\$70,286.58	\$90,416.67	\$108,500.00	
19	Electronic Resources	\$6,383.71	\$0.00	\$6,383.71	\$115,883.96	\$42,500.00	\$51,000.00	
20	Subtotal :	\$10,834.12	\$75.17	\$10,909.29	\$186,170.54	\$145,000.00	\$174,000.00	
21	OPERATIONAL EXPENSES							
22	Insurance	\$0.00	\$0.00	\$0.00	\$10,940.90	\$7,083.33	\$8,500.00	
23	Copy Machines	\$208.68	\$607.08	\$815.76	\$2,485.68	\$2,083.33	\$2,500.00	
24	Capital Improvements	\$0.00	\$0.00	\$0.00	\$0.00	\$8,333.33	\$10,000.00	
25	Office Supplies	\$0.00	\$61.30	\$61.30	\$4,141.68	\$2,916.67	\$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	\$1,082.47	\$2,000.00	\$2,400.00	
28	Tech Support	\$750.00	\$0.00	\$750.00	\$9,749.50	\$7,500.00	\$9,000.00	
29	Support Software	\$0.00	\$0.00	\$0.00	\$1,541.88	\$4,000.00	\$4,800.00	
30	Building Maintenance	\$1,847.80	\$55.00	\$1,902.80	\$10,558.80	\$4,250.00	\$5,100.00	
31	Bookkeeping Support	\$0.00	\$1,491.00	\$1,491.00	\$12,054.50	\$10,833.33	\$13,000.00	
32	Services	\$0.00	\$455.13	\$455.13	\$7,029.48	\$18,750.00	\$22,500.00	
33	Educational/Professional	\$0.00	\$27.30	\$27.30	\$240.94	\$1,250.00	\$1,500.00	
34	Dues	\$0.00	\$740.00	\$740.00	\$799.99	\$1,083.33	\$1,300.00	
35	Telecommunications	\$6.26	\$296.21	\$302.47	\$1,816.95	\$1,125.00	\$1,350.00	
36	Travel Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$1,666.67	\$2,000.00	
37	Promotional	\$0.00	\$0.00	\$0.00	\$0.00	\$666.67	\$800.00	
38	Transfers	\$0.00	\$0.00	\$0.00	\$90,027.66	\$25,000.00	\$30,000.00	
39	Citibank Service Charges	\$0.00	\$26.54	\$26.54	\$254.95	\$300.00	\$360.00	
40	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	\$833.33	\$1,000.00	
41	Subtotal :	\$2,812.74	\$3,759.56	\$6,572.30	\$152,725.38	\$99,675.00	\$119,610.00	
42	TOTAL:	\$54,019.61	\$3,834.73	\$57,854.34	\$730,917.86	\$620,341.67	\$744,410.00	

Income Category	April Income	YTD Income
TRIAL BALANCE REPORTED INCOME (Deposited to County Trust Fund)		
Filing Fees	\$54,695.33	\$543,054.88
Interest	\$11,271.58	\$34,936.41
Credits/Refunds	\$0.00	\$3,017.05
Other	\$0.00	\$36,915.22
Subtotal:	\$65,966.91	\$617,923.56
LIBRARY GENERATED INCOME (Deposited to Library CitiBank Acct)		
Photocopier	\$130.05	\$1,463.10
Computer Printing	\$155.95	\$1,574.40
Conference Room Rental	\$40.00	\$115.00
Deed Form Sales	\$95.00	\$585.00
MCLE Tape Circulation	\$0.00	\$15.00
24-hour Material Circulation	\$20.00	\$194.00
Extra Computer Time	\$10.00	\$80.00
Lost Book Replacement	\$0.00	\$0.00
Vendor Credits/Refunds	\$0.00	\$0.00
SVCF Deposits	\$0.00	\$0.00
Grants	\$0.00	\$0.00
Overdue Fines	\$0.00	\$40.00
Transfers	\$0.00	\$75,000.00
Square Transactions	\$0.00	\$0.00
Other	\$0.00	\$0.00
Subtotal:	\$451.00	\$79,066.50
TOTAL:	\$66,417.91	\$696,990.06

Transaction Date	Item	Debit	Credit	BALANCE
Beginning Balance 4/1/2025				\$67,992.01
Ending Balance 4/30/2025				\$65,667.97
APRIL				
4/1/2025	Deposit		\$458.00	\$68,450.01
4/2/2025	Council of Calif Co Law Librarians #339	\$740.00		\$67,710.01
4/2/2025	Square Inc		\$8.17	\$67,718.18
4/3/2025	Computer Extras	\$324.42		\$67,393.76
4/3/2025	Computer Extras	\$282.66		\$67,111.10
4/3/2025	Square Inc		\$5.45	\$67,116.55
4/4/2025	Joe Kirley #478	\$55.00		\$67,061.55
4/7/2025	Zip Recruiter	\$455.13		\$66,606.42
4/7/2025	Paula Edmondson #481	\$588.00		\$66,018.42
4/7/2025	Paula Edmondson #480	\$315.00		\$65,703.42
4/8/2025	Demco Inc	\$61.30		\$65,642.12
4/8/2025	Account Analysis	\$26.54		\$65,615.58
4/8/2025	Square Inc		\$7.64	\$65,623.22
4/9/2025	AT&T	\$91.16		\$65,532.06
4/9/2025	Zip Recruiter		\$455.13	\$65,987.19
4/10/2025	Wall Street Journal	\$15.57		\$65,971.62
4/11/2025	Square Inc		\$3.50	\$65,975.12
4/16/2025	Square Inc		\$6.18	\$65,981.30
4/17/2025	Square Inc		\$15.29	\$65,996.59
4/18/2025	AT&T	\$96.30		\$65,900.29
4/18/2025	Brookline	\$27.30		\$65,872.99
4/18/2025	Square Inc		\$15.77	\$65,888.76
4/22/2025	Square Inc		\$7.15	\$65,895.91
4/23/2025	Square Inc		\$6.60	\$65,902.51
4/24/2025	Square Inc		\$20.64	\$65,923.15
4/28/2025	San Jose Mercury News	\$59.60		\$65,863.55
4/28/2025	Paula Edmondson #482	\$588.00		\$65,275.55
4/28/2025	Square Inc		\$9.35	\$65,284.90
4/29/2025	Square Inc		\$29.28	\$65,314.18
4/30/2025	AT&T	\$108.75		\$65,205.43
4/30/2025	Deposit		\$451.00	\$65,656.43
4/30/2025	Square Inc		\$11.54	\$65,667.97
TOTALS:		\$3,834.73	\$1,510.69	

CitiBank Monthly Transactions

Period 10
APRIL

San Mateo County Law Library
FY2024-2025

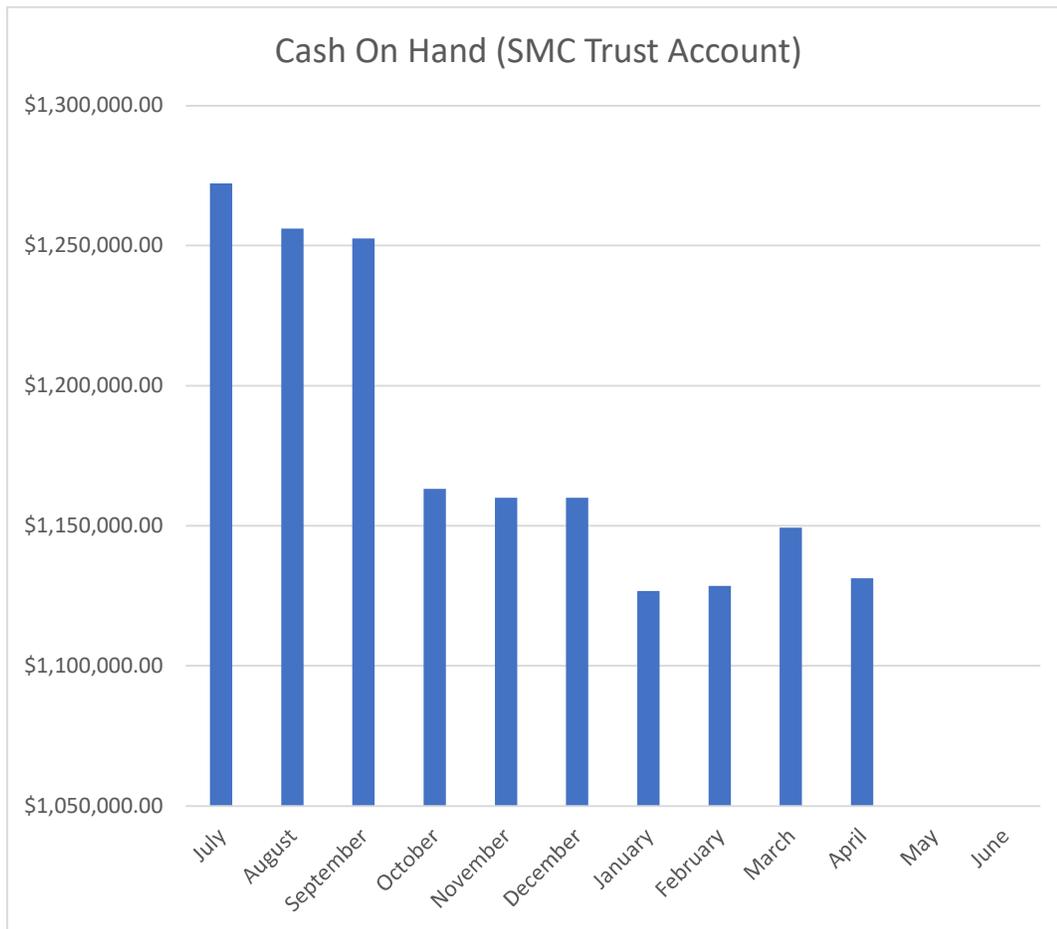
Ending Balance 4/30/2025	\$65,667.97
Monthly Difference:	-2,324.04

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

PERIOD	TOTAL INCOME*	TOTAL EXPENSES	CASH ON HAND
July	\$72,559.54	\$48,726.22	\$1,272,242.94
August	\$51,303.14	\$67,515.83	\$1,256,030.25
September	\$55,231.58	\$58,749.12	\$1,252,512.71
October	\$66,724.96	\$156,097.33	\$1,163,140.34
November	\$68,465.07	\$71,588.10	\$1,160,017.31
December	\$61,003.62	\$61,439.58	\$1,159,951.75
January	\$60,553.71	\$93,795.58	\$1,126,709.88
February	\$56,500.41	\$54,681.31	\$1,128,528.98
March	\$59,614.62	\$38,882.09	\$1,149,261.51
April	\$65,966.91	\$83,939.38	\$1,131,289.04
May			
June			
TOTALS	\$617,923.56	\$735,414.54	

YTD Difference	-\$117,490.98
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* Total income deposited in County Trust Fund



**Total Cash On Hand
 (All accounts)**

PERIOD	SMC Trust Fund	CitiBank Account	Schwab Account	CalPERS Prefunding Account	TOTAL
July	\$1,272,242.94	\$4,704.69	\$315,767.63	\$30,173.84	\$1,622,889.10
August	\$1,256,030.25	\$17,237.11	\$321,916.15	\$30,173.84	\$1,625,357.35
September	\$1,252,512.71	\$6,839.75	\$327,374.41	\$32,184.00	\$1,618,910.87
October	\$1,163,140.34	\$80,511.52	\$320,628.67	\$31,441.29	\$1,595,721.82
November	\$1,160,017.31	\$78,780.23	\$332,313.10	\$31,987.83	\$1,603,098.47
December	\$1,159,951.75	\$76,039.73	\$322,451.84	\$31,055.64	\$1,589,498.96
January	\$1,126,709.88	\$71,661.02	\$330,316.37	\$31,580.65	\$1,560,267.92
February	\$1,128,528.98	\$70,354.07	\$330,387.41	\$32,015.80	\$1,561,286.26
March	\$1,149,261.51	\$67,992.01	\$320,937.96	\$31,628.21	\$1,569,819.69
April	\$1,131,289.04	\$65,667.97	\$323,098.57	\$31,628.21	\$1,551,683.79
May					\$0.00
June					\$0.00



Payroll & Benefits	Blake, Larry	\$892.50
	Bracco, Caroline	\$12,979.20
	Brill, Margaret Ruth	\$3,677.10
	Chaves, Shawn	\$8,539.20
	Conventini, Antonella	\$9,240.00
	Coronel, Maria	\$0.00
	Cubing, Ino	\$88.00
	Cubing, Isabelle	\$89.76
	Jimenez, Vanessa	\$102.00
	Krehnke, Isabel	\$100.00
	LeMon, Viola	\$0.00
	Woods, Marcia	\$3,605.70
	Medicare & FICA	\$1,610.33
	Active Employee Benefits	\$4,210.38
	Retired Employee Benefits	\$1,540.99
Subtotal:	\$46,675.16	
Total Monthly Expenses:		\$78,070.77

DETAILED MONTHLY INCOME			
Fund	Income Source	Comments	Amount
SMC Trust	Filing Fees		\$48,141.25
	Interest		\$0.00
	Credits/Refunds		\$0.00
	Other		\$0.00
	Subtotal:		\$48,141.25
CitiBank	Photocopier		\$156.00
	Computer Printing		\$121.00
	Conference Room Rental		\$40.00
	Deed Form Sales		\$80.00
	MCLE Tape Circulation		\$0.00
	24-hour Material Circulation		\$0.00
	Extra Computer Time		\$0.00
	Lost Book Replacement		\$0.00
	Vendor Credits/Refunds		\$253.29
	SVCF Deposits		\$0.00
	Grants		\$0.00
	Overdue Fines		\$0.00
	Transfers		\$0.00
	Square Transactions		\$0.00
	Other		\$0.00
Subtotal:		\$650.29	
Total Monthly Income:			\$48,791.54

	A	B	C	D	E	F	G	H
1	Expense Category	May Expenses			YTD Expenses	Budgeted YTD	Fiscal Year Budget	
2		SMC Trust Acct.	CitiBank Acct.	Acct. Totals				
3	PAYROLL							
4	Full time	\$30,758.40	\$0.00	\$30,758.40	\$219,004.64	\$183,608.33	\$200,300.00	
5	Part time	\$8,555.06	\$0.00	\$8,555.06	\$80,361.70	\$98,541.67	\$107,500.00	
6	Subtotal :	\$39,313.46	\$0.00	\$39,313.46	\$299,366.34	\$282,150.00	\$307,800.00	
7	BENEFITS							
8	CalPERS Retirement	\$6,564.16	\$0.00	\$6,564.16	\$37,126.65	\$26,583.33	\$29,000.00	
9	CalPERS UAL	\$5,292.83	\$0.00	\$5,292.83	\$58,221.13	\$51,333.33	\$56,000.00	
10	CalPERS Pension Prefunding*	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
11	Medicare & FICA	\$1,610.33	\$0.00	\$1,610.33	\$11,751.28	\$9,166.67	\$10,000.00	
12	Prior OASDI	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
13	Active Employee Benefits	\$4,210.38	\$0.00	\$4,210.38	\$31,348.80	\$29,333.33	\$32,000.00	
14	Retired Employee Benefits	\$1,540.99	\$0.00	\$1,540.99	\$12,739.89	\$14,666.67	\$16,000.00	
15	Subtotal :	\$19,218.69	\$0.00	\$19,218.69	\$151,187.75	\$131,083.33	\$143,000.00	
16	LIBRARY RESOURCES							
17	New Materials	\$0.00	\$0.00	\$0.00	\$0.00	\$13,291.67	\$14,500.00	
18	Print Resources	\$7,695.57	\$75.17	\$7,770.74	\$78,057.32	\$99,458.33	\$108,500.00	
19	Electronic Resources	\$6,400.85	\$1,969.00	\$8,369.85	\$124,253.81	\$46,750.00	\$51,000.00	
20	Subtotal :	\$14,096.42	\$2,044.17	\$16,140.59	\$202,311.13	\$159,500.00	\$174,000.00	
21	OPERATIONAL EXPENSES							
22	Insurance	\$0.00	\$0.00	\$0.00	\$10,940.90	\$7,791.67	\$8,500.00	
23	Copy Machines	\$233.68	\$0.00	\$233.68	\$2,719.36	\$2,291.67	\$2,500.00	
24	Capital Improvements	\$0.00	\$0.00	\$0.00	\$0.00	\$9,166.67	\$10,000.00	
25	Office Supplies	\$25.28	\$40.00	\$65.28	\$4,206.96	\$3,208.33	\$3,500.00	
26	Use Tax	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
27	Catering	\$0.00	\$127.11	\$127.11	\$1,209.58	\$2,200.00	\$2,400.00	
28	Tech Support	\$825.00	\$0.00	\$825.00	\$10,574.50	\$8,250.00	\$9,000.00	
29	Support Software	\$346.50	\$59.88	\$406.38	\$1,948.26	\$4,400.00	\$4,800.00	
30	Building Maintenance	\$0.00	\$0.00	\$0.00	\$10,558.80	\$4,675.00	\$5,100.00	
31	Bookkeeping Support	\$0.00	\$1,050.00	\$1,050.00	\$13,104.50	\$11,916.67	\$13,000.00	
32	Services	\$0.00	\$534.99	\$534.99	\$7,564.47	\$20,625.00	\$22,500.00	
33	Educational/Professional	\$0.00	\$27.30	\$27.30	\$268.24	\$1,375.00	\$1,500.00	
34	Dues	\$0.00	\$0.00	\$0.00	\$799.99	\$1,191.67	\$1,300.00	
35	Telecommunications	\$14.08	\$96.30	\$110.38	\$1,927.33	\$1,237.50	\$1,350.00	
36	Travel Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$1,833.33	\$2,000.00	
37	Promotional	\$0.00	\$0.00	\$0.00	\$0.00	\$733.33	\$800.00	
38	Transfers	\$0.00	\$0.00	\$0.00	\$90,027.66	\$27,500.00	\$30,000.00	
39	Citibank Service Charges	\$0.00	\$31.99	\$31.99	\$286.94	\$330.00	\$360.00	
40	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	\$916.67	\$1,000.00	
41	Subtotal :	\$1,444.54	\$1,967.57	\$3,412.11	\$156,137.49	\$109,642.50	\$119,610.00	
42	TOTAL:	\$74,073.11	\$4,011.74	\$78,084.85	\$809,002.71	\$682,375.83	\$744,410.00	

Income Category	May Income	YTD Income
TRIAL BALANCE REPORTED INCOME (Deposited to County Trust Fund)		
Filing Fees	\$48,141.25	\$591,196.13
Interest	\$0.00	\$34,936.41
Credits/Refunds	\$0.00	\$3,017.05
Other	\$0.00	\$36,915.22
Subtotal:	\$48,141.25	\$666,064.81
LIBRARY GENERATED INCOME (Deposited to Library CitiBank Acct)		
Photocopier	\$156.00	\$1,619.10
Computer Printing	\$121.00	\$1,695.40
Conference Room Rental	\$40.00	\$155.00
Deed Form Sales	\$80.00	\$665.00
MCLE Tape Circulation	\$0.00	\$15.00
24-hour Material Circulation	\$0.00	\$194.00
Extra Computer Time	\$0.00	\$80.00
Lost Book Replacement	\$0.00	\$0.00
Vendor Credits/Refunds	\$253.29	\$253.29
SVCF Deposits	\$0.00	\$0.00
Grants	\$0.00	\$0.00
Overdue Fines	\$0.00	\$40.00
Transfers	\$0.00	\$75,000.00
Square Transactions	\$0.00	\$0.00
Other	\$0.00	\$0.00
Subtotal:	\$650.29	\$79,716.79
TOTAL:	\$48,791.54	\$745,781.60

CitiBank Monthly Transactions

Period 11
MAY

San Mateo County Law Library
FY2024-2025

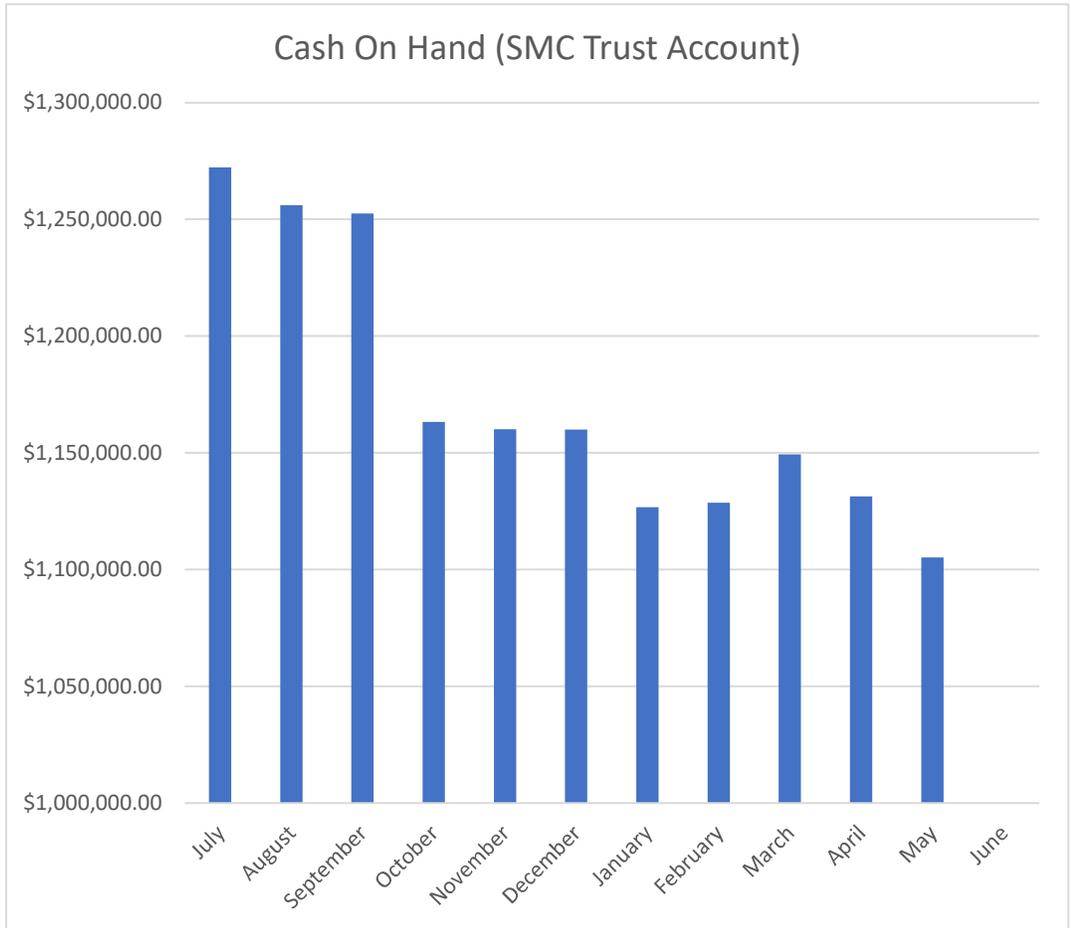
Transaction Date	Item	Debit	Credit	BALANCE
			Beginning Balance 5/1/2024	\$65,667.97
			Ending Balance 5/31/2024:	\$0.00
MAY				
5/2/2025	Square Inc		\$5.45	\$65,673.42
5/6/2025	Square Inc		\$11.05	\$65,684.47
5/8/2025	Account Analysis	\$31.99		\$65,652.48
5/9/2025	Zip Recruiter	\$9.99		\$65,642.49
5/9/2025	Lisa Janny #483	\$300.00		\$65,342.49
5/9/2025	Lisa Janny #484	\$225.00		\$65,117.49
5/12/2025	Wall Street Journal	\$15.57		\$65,101.92
5/12/2025	Paula Edmondson #485	\$504.00		\$64,597.92
5/12/2025	Square Inc		\$8.22	\$64,606.14
5/14/2025	Square Inc		\$6.67	\$64,612.81
5/15/2025	Square Inc		\$68.03	\$64,680.84
5/16/2025	Preply	\$27.30		\$64,653.54
5/16/2025	Square Inc		\$6.18	\$64,659.72
5/18/2025	AT&T	\$96.30		\$64,563.42
5/20/2025	Square Inc		\$7.49	\$64,570.91
5/21/2025	Square Inc		\$84.44	\$64,655.35
5/22/2025	Square Inc		\$79.72	\$64,735.07
5/22/2025	Dochub.com	\$59.88		\$64,675.19
5/22/2025	Bywater Solution	\$1,969.00		\$62,706.19
5/27/2025	San Jose Mercury News	\$59.60		\$62,646.59
5/27/2025	Crust Fresh Sourdough	\$127.11		\$62,519.48
5/27/2025	Paula Edmondson #486	\$546.00		\$61,973.48
5/28/2025	Square Inc		\$8.37	\$61,981.85
5/30/2025	Deposit		\$650.29	\$62,632.14
5/30/2025	Marcia Woods #487	\$40.00		\$62,592.14
TOTALS:		\$4,011.74	\$935.91	
			Ending Balance 5/31/2025:	\$62,592.14
			Monthly Difference:	-3,075.83

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

PERIOD	TOTAL INCOME*	TOTAL EXPENSES	CASH ON HAND
July	\$72,559.54	\$48,726.22	\$1,272,242.94
August	\$51,303.14	\$67,515.83	\$1,256,030.25
September	\$55,231.58	\$58,749.12	\$1,252,512.71
October	\$66,724.96	\$156,097.33	\$1,163,140.34
November	\$68,465.07	\$71,588.10	\$1,160,017.31
December	\$61,003.62	\$61,439.58	\$1,159,951.75
January	\$60,553.71	\$93,795.58	\$1,126,709.88
February	\$56,500.41	\$54,681.31	\$1,128,528.98
March	\$59,614.62	\$38,882.09	\$1,149,261.51
April	\$65,966.91	\$83,939.38	\$1,131,289.04
May	\$48,141.25	\$74,263.49	\$1,105,166.80
June			
TOTALS	\$666,064.81	\$809,678.03	

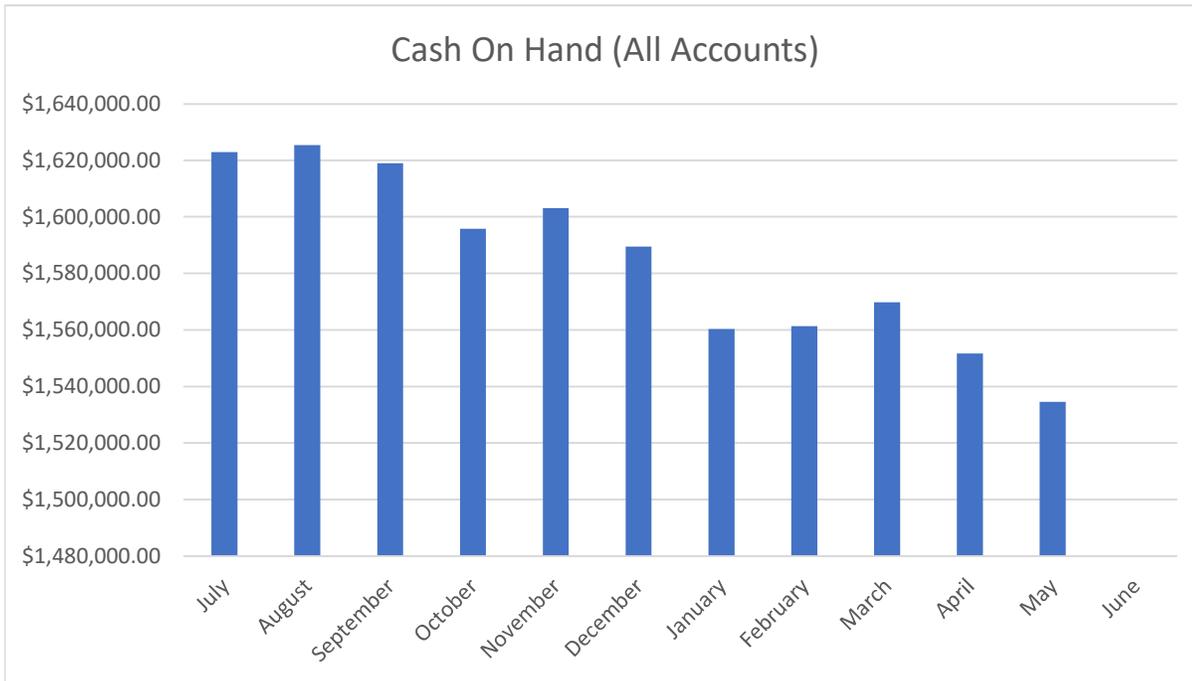
YTD Difference	-\$143,613.22
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* Total income deposited in County Trust Fund



**Total Cash On Hand
 (All accounts)**

PERIOD	SMC Trust Fund	CitiBank Account	Schwab Account	CalPERS Prefunding Account	TOTAL
July	\$1,272,242.94	\$4,704.69	\$315,767.63	\$30,173.84	\$1,622,889.10
August	\$1,256,030.25	\$17,237.11	\$321,916.15	\$30,173.84	\$1,625,357.35
September	\$1,252,512.71	\$6,839.75	\$327,374.41	\$32,184.00	\$1,618,910.87
October	\$1,163,140.34	\$80,511.52	\$320,628.67	\$31,441.29	\$1,595,721.82
November	\$1,160,017.31	\$78,780.23	\$332,313.10	\$31,987.83	\$1,603,098.47
December	\$1,159,951.75	\$76,039.73	\$322,451.84	\$31,055.64	\$1,589,498.96
January	\$1,126,709.88	\$71,661.02	\$330,316.37	\$31,580.65	\$1,560,267.92
February	\$1,128,528.98	\$70,354.07	\$330,387.41	\$32,015.80	\$1,561,286.26
March	\$1,149,261.51	\$67,992.01	\$320,937.96	\$31,628.21	\$1,569,819.69
April	\$1,131,289.04	\$65,667.97	\$323,098.57	\$31,628.21	\$1,551,683.79
May	\$1,105,166.80	\$62,592.14	\$335,111.44	\$31,628.21	\$1,534,498.59
June					



Payroll & Benefits	Blake, Larry	\$535.50
	Bracco, Caroline	\$8,652.80
	Brill, Margaret Ruth	\$2,570.40
	Chaves, Shawn	\$5,692.80
	Conventini, Antonella	\$6,160.00
	Coronel, Maria	\$200.00
	Cubing, Ino	\$88.00
	Cubing, Isabelle	\$179.52
	Jimenez, Vanessa	\$102.00
	Krehnke, Isabel	\$200.00
	LeMon, Viola	\$900.00
	Woods, Marcia	\$2,284.80
	Medicare & FICA	\$1,102.63
	Active Employee Benefits	\$4,210.38
	Retired Employee Benefits	\$1,355.99
Subtotal:	\$34,234.82	
Total Monthly Expenses:		\$56,226.26

DETAILED MONTHLY INCOME			
Fund	Income Source	Comments	Amount
SMC Trust	Filing Fees		\$61,343.74
	Interest		\$0.00
	Credits/Refunds		\$135.00
	Other		\$0.00
	Subtotal:		\$61,478.74
CitiBank	Photocopier		\$152.00
	Computer Printing		\$108.50
	Conference Room Rental		\$0.00
	Deed Form Sales		\$95.00
	MCLE Tape Circulation		\$0.00
	24-hour Material Circulation		\$50.00
	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:		\$405.50	
Total Monthly Income:			\$61,884.24

	A	B	C	D	E	F	G	H
1	Expense Category	June Expenses			YTD Expenses	Budgeted YTD	Fiscal Year Budget	
2		SMC Trust Acct.	CitiBank Acct.	Acct. Totals				
3	PAYROLL							
4	Full time	\$20,505.60	\$0.00	\$20,505.60	\$239,510.24	\$200,300.00	\$200,300.00	
5	Part time	\$7,060.22	\$0.00	\$7,060.22	\$87,421.92	\$107,500.00	\$107,500.00	
6	Subtotal :	\$27,565.82	\$0.00	\$27,565.82	\$326,932.16	\$307,800.00	\$307,800.00	
7	BENEFITS							
8	CalPERS Retirement	\$3,282.08	\$0.00	\$3,282.08	\$40,408.73	\$29,000.00	\$29,000.00	
9	CalPERS UAL	\$5,292.83	\$0.00	\$5,292.83	\$63,513.96	\$56,000.00	\$56,000.00	
10	CalPERS Pension Prefunding*(remove line)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
11	Medicare & FICA	\$1,102.63	\$0.00	\$1,102.63	\$12,853.91	\$10,000.00	\$10,000.00	
12	Prior OASDI	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
13	Active Employee Benefits	\$4,210.38	\$0.00	\$4,210.38	\$35,559.18	\$32,000.00	\$32,000.00	
14	Retired Employee Benefits	\$1,355.99	\$0.00	\$1,355.99	\$14,095.88	\$16,000.00	\$16,000.00	
15	Subtotal :	\$15,243.91	\$0.00	\$15,243.91	\$166,431.66	\$143,000.00	\$143,000.00	
16	LIBRARY RESOURCES							
17	New Materials	\$0.00	\$0.00	\$0.00	\$0.00	\$14,500.00	\$14,500.00	
18	Print Resources	\$3,501.50	\$75.17	\$3,576.67	\$83,190.54	\$108,500.00	\$108,500.00	
19	Electronic Resources	\$6,400.85	\$0.00	\$6,400.85	\$129,479.14	\$51,000.00	\$51,000.00	
20	Subtotal :	\$9,902.35	\$75.17	\$9,977.52	\$212,669.68	\$174,000.00	\$174,000.00	
21	OPERATIONAL EXPENSES							
22	Insurance	\$0.00	\$0.00	\$0.00	\$10,940.90	\$8,500.00	\$8,500.00	
23	Copy Machines	\$212.07	\$0.00	\$212.07	\$2,931.43	\$2,500.00	\$2,500.00	
24	Capital Improvements	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00	\$10,000.00	
25	Office Supplies	\$0.00	\$0.00	\$0.00	\$4,206.96	\$3,500.00	\$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	\$1,209.58	\$2,400.00	\$2,400.00	
28	Tech Support	\$975.00	\$0.00	\$975.00	\$11,549.50	\$9,000.00	\$9,000.00	
29	Support Software	\$0.00	\$0.00	\$0.00	\$1,948.26	\$4,800.00	\$4,800.00	
30	Building Maintenance	\$0.00	\$0.00	\$0.00	\$10,558.80	\$5,100.00	\$5,100.00	
31	Bookkeeping Support	\$0.00	\$1,680.00	\$1,680.00	\$14,784.50	\$13,000.00	\$13,000.00	
32	Services	\$0.00	\$309.99	\$309.99	\$7,874.46	\$22,500.00	\$22,500.00	
33	Educational/Professional	\$0.00	\$27.30	\$27.30	\$295.54	\$1,500.00	\$1,500.00	
34	Dues	\$0.00	\$0.00	\$0.00	\$799.99	\$1,300.00	\$1,300.00	
35	Telecommunications	\$0.00	\$205.05	\$205.05	\$2,132.38	\$1,350.00	\$1,350.00	
36	Travel Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000.00	\$2,000.00	
37	Promotional	\$0.00	\$0.00	\$0.00	\$0.00	\$800.00	\$800.00	
38	Transfers	\$0.00	\$0.00	\$0.00	\$90,027.66	\$30,000.00	\$30,000.00	
39	Citibank Service Charges	\$0.00	\$29.60	\$29.60	\$316.54	\$360.00	\$360.00	
40	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	
41	Subtotal :	\$1,187.07	\$2,251.94	\$3,439.01	\$159,576.50	\$119,610.00	\$119,610.00	
42	TOTAL:	\$53,899.15	\$2,327.11	\$56,226.26	\$865,610.00	\$744,410.00	\$744,410.00	

Income Category	June Income	YTD Income
TRIAL BALANCE REPORTED INCOME (Deposited to County Trust Fund)		
Filing Fees	\$61,343.74	\$652,539.87
Interest	\$0.00	\$34,936.41
Credits/Refunds	\$135.00	\$3,152.05
Other	\$0.00	\$36,915.22
Subtotal:	\$61,478.74	\$727,543.55
LIBRARY GENERATED INCOME (Deposited to Library CitiBank Acct)		
Photocopier	\$152.00	\$1,771.10
Computer Printing	\$108.50	\$1,803.90
Conference Room Rental	\$0.00	\$155.00
Deed Form Sales	\$95.00	\$760.00
MCLE Tape Circulation	\$0.00	\$15.00
24-hour Material Circulation	\$50.00	\$244.00
Extra Computer Time	\$0.00	\$80.00
Lost Book Replacement	\$0.00	\$0.00
Vendor Credits/Refunds	\$0.00	\$253.29
SVCF Deposits	\$0.00	\$0.00
Grants	\$0.00	\$0.00
Overdue Fines	\$0.00	\$40.00
Transfers	\$0.00	\$75,000.00
Square Transactions	\$0.00	\$0.00
Other	\$0.00	\$0.00
Subtotal:	\$405.50	\$80,122.29
TOTAL:	\$61,884.24	\$807,665.84

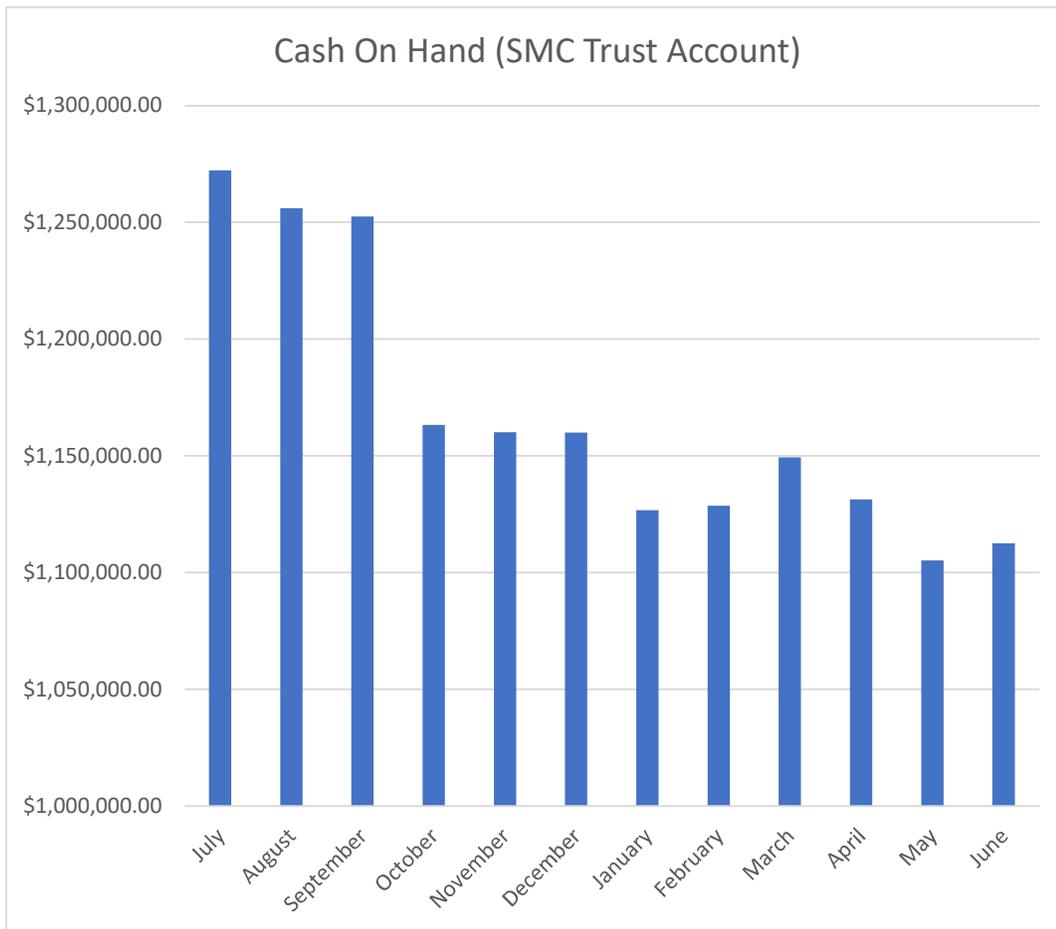
Transaction Date	Item	Debit	Credit	BALANCE	
			Beginning Balance 6/1/2025	\$62,592.14	
			Ending Balance 6/30/2025	\$61,505.69	
JUNE					
6/4/2025	Square Inc		\$6.18	\$62,598.32	
6/5/2025	Paula Edmondson #489	\$693.00		\$61,905.32	
6/5/2025	Square Inc		\$15.29	\$61,920.61	
6/9/2025	AT&T	\$108.75		\$61,811.86	
6/9/2025	Square Inc		\$11.91	\$61,823.77	
6/10/2025	ZipRecruiter	\$9.99		\$61,813.78	
6/10/2025	Wall Street Journal	\$15.57		\$61,798.21	
6/10/2025	Account Analysis	\$29.60		\$61,768.61	
6/10/2025	Square Inc		\$10.42	\$61,779.03	
6/11/2025	Square Inc		\$3.75	\$61,782.78	
6/12/2025	Square Inc		\$23.99	\$61,806.77	
6/13/2025	Preply	\$27.30		\$61,779.47	
6/13/2025	Square Inc		\$2.77	\$61,782.24	
6/17/2025	AT&T	\$96.30		\$61,685.94	
6/17/2025	Square Inc		\$4.72	\$61,690.66	
6/18/2025	Lisa Janny #490	\$300.00		\$61,390.66	
6/18/2025	Hartford Insurance Refund		\$723.00	\$62,113.66	
6/20/2025	Square Inc		\$8.39	\$62,122.05	
6/24/2025	San Jose Mercury News	\$59.60		\$62,062.45	
6/25/2025	Square Inc		\$5.16	\$62,067.61	
6/27/2025	Square Inc		\$11.88	\$62,079.49	
6/30/2025	Square Inc		\$7.70	\$62,087.19	
6/30/2025	Deposit		\$405.50	\$62,492.69	
6/30/2025	Paula Edmondson #397	\$987.00		\$61,505.69	
TOTALS:		\$2,327.11	\$1,240.66		
				Ending Balance 6/30/2025	\$61,505.69
				Monthly Difference:	-1,086.45

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

PERIOD	TOTAL INCOME*	TOTAL EXPENSES	CASH ON HAND
July	\$72,559.54	\$48,726.22	\$1,272,242.94
August	\$51,303.14	\$67,515.83	\$1,256,030.25
September	\$55,231.58	\$58,749.12	\$1,252,512.71
October	\$66,724.96	\$156,097.33	\$1,163,140.34
November	\$68,465.07	\$71,588.10	\$1,160,017.31
December	\$61,003.62	\$61,439.58	\$1,159,951.75
January	\$60,553.71	\$93,795.58	\$1,126,709.88
February	\$56,500.41	\$54,681.31	\$1,128,528.98
March	\$59,614.62	\$38,882.09	\$1,149,261.51
April	\$65,966.91	\$83,939.38	\$1,131,289.04
May	\$48,141.25	\$74,263.49	\$1,105,166.80
June	\$61,478.74	\$54,082.27	\$1,112,563.27
TOTALS	\$727,543.55	\$863,760.30	

YTD Difference	-\$136,216.75
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* Total income deposited in County Trust Fund



**Total Cash On Hand
 (All accounts)**

PERIOD	SMC Trust Fund	CitiBank Account	Schwab Account	CalPERS Prefunding Account	TOTAL
July	\$1,272,242.94	\$4,704.69	\$315,767.63	\$30,173.84	\$1,622,889.10
August	\$1,256,030.25	\$17,237.11	\$321,916.15	\$30,173.84	\$1,625,357.35
September	\$1,252,512.71	\$6,839.75	\$327,374.41	\$32,184.00	\$1,618,910.87
October	\$1,163,140.34	\$80,511.52	\$320,628.67	\$31,441.29	\$1,595,721.82
November	\$1,160,017.31	\$78,780.23	\$332,313.10	\$31,987.83	\$1,603,098.47
December	\$1,159,951.75	\$76,039.73	\$322,451.84	\$31,055.64	\$1,589,498.96
January	\$1,126,709.88	\$71,661.02	\$330,316.37	\$31,580.65	\$1,560,267.92
February	\$1,128,528.98	\$70,354.07	\$330,387.41	\$32,015.80	\$1,561,286.26
March	\$1,149,261.51	\$67,992.01	\$320,937.96	\$31,628.21	\$1,569,819.69
April	\$1,131,289.04	\$65,667.97	\$323,098.57	\$31,628.21	\$1,551,683.79
May	\$1,105,166.80	\$62,592.14	\$335,111.44	\$31,628.21	\$1,534,498.59
June	\$1,112,563.27	\$61,505.69	\$345,500.57	\$31,628.21	\$1,551,197.74

