

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

November 20, 2025

BOARD OF LAW LIBRARY TRUSTEES MEETING

LOCATION: CONFERENCE ROOM, SAN MATEO COUNTY LAW LIBRARY
710 HAMILTON STREET, 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, November 20, 2025 12:15 P.M.

AGENDA

1. CLOSED SESSION
2. REGULAR SESSION
 - a. Report on closed session
 - b. Approval of Minutes of the Thursday, October 23 meeting.
 - c. Acceptance of Report of Expenses for Period 1 (July), Period 2 (August) and Period 3 (September) FY2025-26
 - d. Discussion/Informational Updates and Policy Decisions:
 - Volunteer "Thank You" party
 - Board of Trustees reappointments
 - 2026 meeting calendar
 - Other matters of interest

- e. Report of the San Mateo County Bar Association
 - f. Public open comment.
3. ADJOURNMENT

PROPOSED 2026 MEETING SCHEDULE
NEXT MEETING JANUARY 22, 2026

Mark Your Calendar!

2026 San Mateo County Law Library Board of Trustees Meeting Schedule:

- March 26
- May 28
- June 25
- August 27
- October 22
- November 19 or December 10

DETAILED MONTHLY EXPENSES					
	ID	Payee	Comments	Amount	
Operations	14440	CalPERS	Annual Unfunded Accrued Liability	\$185.25	
	14441	CalPERS	Annual Unfunded Accrued Liability	\$5,887.25	
	14442	West Group,Thomson Reuters	Subscription	\$3,501.53	
	14443	West Group,Thomson Reuters	Library Plan Charges - Digital Library	\$1,730.74	
	14444	UC Regents (CEB)	July	\$2,602.91	
	14445	Cubing, Ino	IT Consulting	\$900.00	
	14446	Daily Journal	No Calif Judicial Profiles	\$283.50	
	14447	LexisNexis-Matthew Bender	contract # 36577685 Lexis Digital Library contract	\$4,670.11	
	14448	Xerox	Meter Usage	\$208.68	
	15000	CalPERS	Annual Unfunded Accrued Liability	\$62,473.75	
	15001	CalPERS	CLASSIC	\$728.46	
	15002	CalPERS	CLASSIC	\$728.46	
	15003	CalPERS	Annual Unfunded Accrued Liability	\$1,230.84	
	15004	CalPERS	PEPRA	\$920.16	
	15005	CalPERS	PEPRA	\$920.16	
	7/3/2025	Joe Kirley #488		\$55.00	
	7/8/2025	AT&T		\$108.75	
	7/8/2025	Account Analysis		\$28.75	
	7/9/2025	Zip Recruiter		\$9.99	
	7/10/2025	Wall Street Journal		\$15.57	
	7/18/2025	AT&T		\$96.30	
	7/21/2025	San Jose Mercury News		\$59.60	
	7/23/2025	Philadelphia Insurance	Practices Liability and Directors and Officers coverage	\$4,153.00	
	7/25/2025	AT&T		\$108.75	
	7/28/2025	Paula Edmondson #491		\$806.25	
	7/30/2025	Unknown		\$734.91	
	7/31/2025	Preply		\$29.38	
	Subtotal:				\$93,178.05

Payroll & Benefits	Blake, Larry	\$540.50
	Bracco, Caroline	\$8,782.40
	Brill, Margaret Ruth	\$1,503.29
	Chaves, Shawn	\$5,778.40
	Conventini, Antonella	\$6,283.20
	Coronel, Maria	\$225.00
	Cubing, Ino	\$0.00
	Cubing, Isabelle	\$89.76
	Jimenez, Vanessa	\$206.00
	Krehnke, Isabel	\$425.00
	LeMon, Viola	\$1,175.00
	Woods, Marcia	\$2,184.00
		\$0.80
	Medicare & FICA	1126.67
	Active Employee Benefits	4210.38
	Retired Employee Benefits	1482.91
	Other Employee Benefits	\$126.92
	Subtotal:	
Total Monthly Expenses:		\$127,318.28

DETAILED MONTHLY INCOME			
Fund	Income Source	Comments	Amount
SMC Trust	Filing Fees		\$68,413.23
	Interest		\$11,416.85
	Credits/Refunds		\$73.17
	Other		
Subtotal:			\$79,903.25
CitiBank	Photocopier		\$160.75
	Computer Printing		\$230.25
	Conference Room Rental		\$0.00
	Deed Form Sales		\$60.00
	MCLE Tape Circulation		\$0.00
	24-hour Material Circulation		\$20.00
	Extra Computer Time		\$0.00
	Lost Book Replacement		\$0.00
	Vendor Credits/Refunds		\$0.00
	SVCF Deposits		\$0.00
	Grants		\$0.00
	Overdue Fines		\$0.00
	Transfers		\$0.00
	Square Transactions		\$0.00
Other		\$0.00	
Subtotal:			\$471.00
Total Monthly Income:			\$80,374.25

Expense Category	July Expenses			YTD Expenses	Budgeted YTD	Fiscal Year Budget
	SMC Trust Acct.	CitiBank Acct.	Acct. Totals			
PAYROLL						
Full time	\$20,844.80	\$0.00	\$20,844.80	\$20,844.80	\$23,333.33	\$280,000.00
Part time	\$6,348.55	\$0.00	\$6,348.55	\$6,348.55	\$8,750.00	\$105,000.00
Subtotal :	\$27,193.35	\$0.00	\$27,193.35	\$27,193.35	\$32,083.33	\$385,000.00
BENEFITS						
CalPERS Retirement	\$3,297.24	\$0.00	\$3,297.24	\$3,297.24	\$2,750.00	\$33,000.00
CalPERS UAL	\$69,777.09	\$0.00	\$69,777.09	\$69,777.09	\$5,583.33	\$67,000.00
CalPERS Pension Prefunding*	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Medicare & FICA	\$1,126.67	\$0.00	\$1,126.67	\$1,126.67	\$1,083.33	\$13,000.00
Prior OASDI	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Active Employee Benefits	\$4,337.30	\$0.00	\$4,337.30	\$4,337.30	\$3,333.33	\$40,000.00
Retired Employee Benefits	\$1,482.91	\$0.00	\$1,482.91	\$1,482.91	\$1,333.33	\$16,000.00
Subtotal :	\$80,021.21	\$0.00	\$80,021.21	\$80,021.21	\$14,083.33	\$169,000.00
LIBRARY RESOURCES						
New Materials	\$0.00	\$0.00	\$0.00	\$0.00	\$83.33	\$1,000.00
Print Resources	\$2,886.41	\$75.17	\$2,961.58	\$2,961.58	\$7,083.33	\$85,000.00
Electronic Resources	\$9,902.38	\$0.00	\$9,902.38	\$9,902.38	\$10,833.33	\$130,000.00
Subtotal :	\$12,788.79	\$75.17	\$12,863.96	\$12,863.96	\$18,000.00	\$216,000.00
OPERATIONAL EXPENSES						
Insurance	\$0.00	\$4,887.91	\$4,887.91	\$4,887.91	\$708.33	\$8,500.00
Copy Machines	\$208.68	\$0.00	\$208.68	\$208.68	\$250.00	\$3,000.00
Capital Improvements	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Office Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$166.67	\$2,000.00
Use Tax	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Catering	\$0.00	\$0.00	\$0.00	\$0.00	\$116.67	\$1,400.00
Tech Support	\$900.00	\$0.00	\$900.00	\$900.00	\$833.33	\$10,000.00
Support Software	\$0.00	\$0.00	\$0.00	\$0.00	\$250.00	\$3,000.00
Building Maintenance	\$0.00	\$55.00	\$55.00	\$55.00	\$1,250.00	\$15,000.00
Bookkeeping Support	\$0.00	\$806.25	\$806.25	\$806.25	\$1,250.00	\$15,000.00
Outside Services	\$0.00	\$9.99	\$9.99	\$9.99	\$833.33	\$10,000.00
Educational/Professional	\$0.00	\$29.38	\$29.38	\$29.38	\$166.67	\$2,000.00
Dues	\$0.00	\$0.00	\$0.00	\$0.00	\$108.33	\$1,300.00
Telecommunications	\$0.42	\$313.80	\$314.22	\$314.22	\$166.67	\$2,000.00
Travel Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$166.67	\$2,000.00
Promotional	\$0.00	\$0.00	\$0.00	\$0.00	\$83.33	\$1,000.00
Transfers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Citibank Service Charges	\$0.00	\$28.75	\$28.75	\$28.75	\$30.00	\$360.00
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	\$83.33	\$1,000.00
Subtotal :	\$1,109.10	\$6,131.08	\$7,240.18	\$7,240.18	\$6,463.33	\$77,560.00
TOTAL:	\$121,112.45	\$6,206.25	\$127,318.70	\$127,318.70	\$70,630.00	\$847,560.00

Income Category	July Income	YTD Income
TRIAL BALANCE REPORTED INCOME (Deposited to County Trust Fund)		
Filing Fees	\$68,413.23	\$68,413.23
Interest	\$11,416.85	\$11,416.85
Credits/Refunds	\$73.17	\$73.17
Other	\$0.00	\$0.00
Subtotal:	\$79,903.25	\$79,903.25
LIBRARY GENERATED INCOME (Deposited to Library CitiBank Acct)		
Photocopier	\$160.75	\$160.75
Computer Printing	\$230.25	\$230.25
Conference Room Rental	\$0.00	\$0.00
Deed Form Sales	\$60.00	\$60.00
MCLE Tape Circulation	\$0.00	\$0.00
24-hour Material Circulation	\$20.00	\$20.00
Extra Computer Time	\$0.00	\$0.00
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	\$0.00
Transfers	\$0.00	\$0.00
Square Transactions	\$0.00	\$0.00
Other	\$0.00	\$0.00
Subtotal:	\$471.00	\$471.00
TOTAL:	\$80,374.25	\$80,374.25

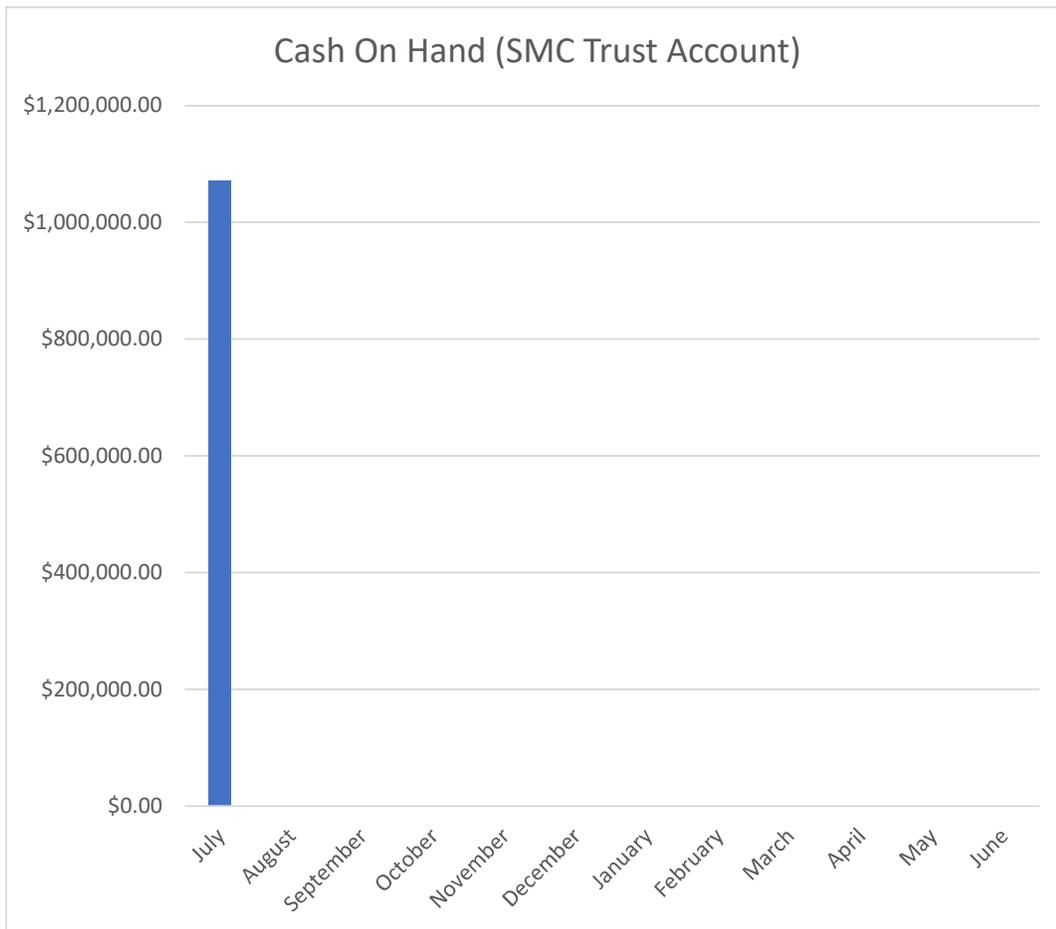
Transaction Date	Item	Debit	Credit	BALANCE
Beginning Balance 7/1/2025				\$61,505.69
Ending Balance 7/31/2025				\$55,493.61
JULY				
7/3/2025	Joe Kirley #488	\$55.00		\$61,450.69
7/3/2025	Square Inc		\$4.23	\$61,454.92
7/7/2025	Square Inc		\$2.99	\$61,457.91
7/8/2025	AT&T	\$108.75		\$61,349.16
7/8/2025	Account Analysis	\$28.75		\$61,320.41
7/9/2025	Zip Recruiter	\$9.99		\$61,310.42
7/9/2025	Square Inc		\$10.08	\$61,320.50
7/10/2025	Wall Street Journal	\$15.57		\$61,304.93
7/10/2025	Square Inc		\$21.28	\$61,326.21
7/11/2025	Square Inc		\$18.18	\$61,344.39
7/14/2025	Square Inc		\$6.12	\$61,350.51
7/16/2025	Square Inc		\$28.31	\$61,378.82
7/17/2025	Square Inc		\$10.31	\$61,389.13
7/18/2025	AT&T	\$96.30		\$61,292.83
7/18/2025	Square Inc		\$60.01	\$61,352.84
7/21/2025	San Jose Mercury News	\$59.60		\$61,293.24
7/22/2025	Square Inc		\$4.72	\$61,297.96
7/23/2025	Philadelphia Insurance Employment Practices Liability and Directors and Officers coverage	\$4,153.00		\$57,144.96
7/25/2025	AT&T	\$108.75		\$57,036.21
7/25/2025	Square Inc		\$4.67	\$57,040.88
7/28/2025	Paula Edmondson #491	\$806.25		\$56,234.63
7/29/2025	Square Inc		\$16.91	\$56,251.54
7/30/2025	Insurance	\$734.91		\$55,516.63
7/31/2025	Square Inc		\$6.36	\$55,522.99
7/31/2025	Preply, Inc	\$29.38		\$55,493.61
TOTALS:		\$6,206.25	\$194.17	
Ending Balance 7/31/25				\$55,493.61
Monthly Difference:				-6,012.08

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

PERIOD	TOTAL INCOME*	TOTAL EXPENSES	CASH ON HAND
July	\$79,903.25	\$120,985.53	\$1,071,480.99
August			
September			
October			
November			
December			
January			
February			
March			
April			
May			
June			
TOTALS	\$79,903.25	\$120,985.53	

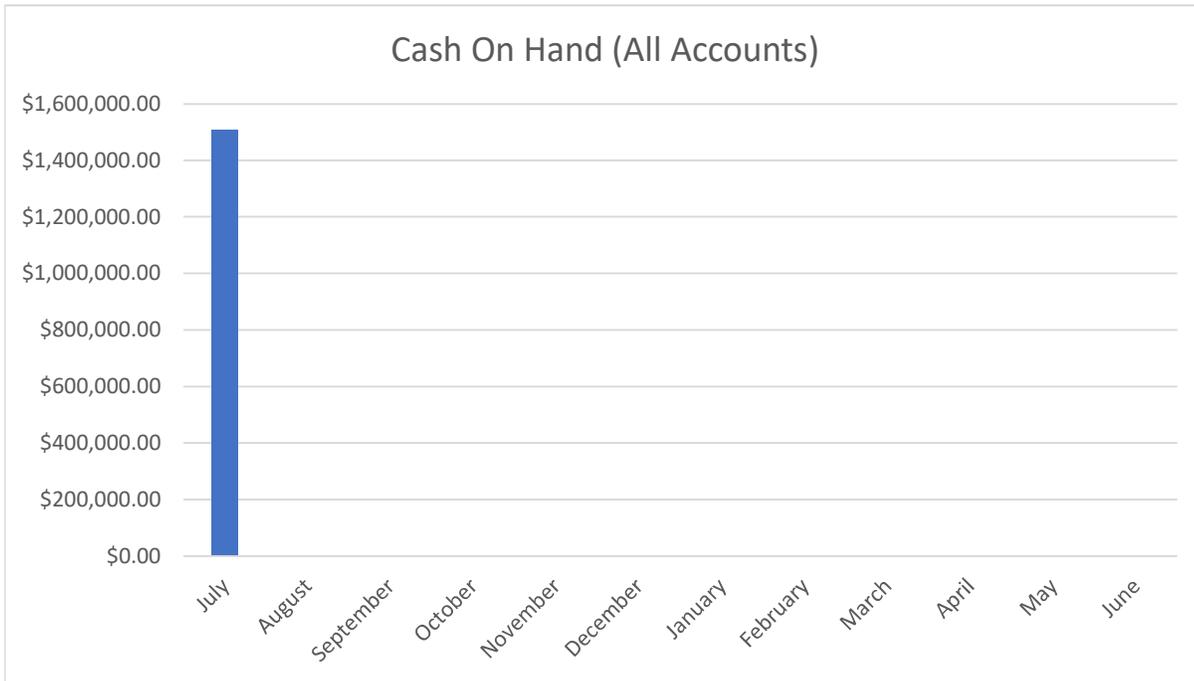
YTD Difference	-\$41,082.28
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* Total income deposited in County Trust Fund



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

PERIOD	SMC Trust Fund	CitiBank Account	Schwab Account	CalPERS Prefunding Account	TOTAL
July	\$1,071,480.99	\$55,493.61	\$346,555.06	\$33,143.16	\$1,506,672.82
August					
September					\$0.00
October					\$0.00
November					\$0.00
December					\$0.00
January					\$0.00
February					\$0.00
March					\$0.00
April					\$0.00
May					\$0.00
June					\$0.00



DETAILED MONTHLY EXPENSES					
	ID	Payee	Comments	Amount	
Operations	15006	EBSCO	Legal Information Source	\$2,220.00	
	15007	Cubing, Ino	July Tech	\$988.00	
	15008	Daily Journal	No Calif Judicial Files - 12 months	\$283.50	
	15009	Daily Journal	So Calif Judicial Files - 12 months	\$283.50	
	15010	Office Depot	Office supplies	\$86.73	
	15011	UC Regents (CEB)	August	\$2,602.91	
	15012	West Group,Thomson Reuters	Subscription	\$3,501.53	
	15013	West Group,Thomson Reuters	Library Plan Charges - Digital Library	\$1,730.74	
	15014	LexisNexis-Matthew Bender	DIGITAL LIBRARY	\$4,670.33	
	15015	Xerox	Meter Usage	\$211.52	
	15016	CalPERS	Classic contributions	\$728.46	
	15017	CalPERS	Classic contributions	\$728.46	
	15018	CalPERS	Pepra contributions	\$920.16	
	15019	CalPERS	Pepra contributions	\$920.16	
	8/5/2025	Lisa Janny #493		\$225.00	
	8/6/2025	Joe Kirley #492		\$55.00	
	8/8/2025	Account Analysis		\$43.80	
	8/12/2025	Wall Street Journal		\$15.57	
	8/18/2025	San Jose Mercury News		\$59.60	
	8/18/2025	Paula Edmondson #495		\$344.00	
	8/19/2025	Speechify		\$139.00	
	8/19/2025	AT&T		\$153.01	
	8/21/2025	AT&T		\$99.00	
	8/22/2025	Little Mad Fish		\$101.12	
	8/25/2025	Paula Edmondson #496		\$838.00	
	8/29/2025	Preply		\$27.30	
	Subtotal:				\$21,976.40

		Blake, Larry	\$546.00
		Bracco, Caroline	\$8,912.00
		Brill, Margaret Ruth	\$2,757.75
		Chaves, Shawn	\$5,864.00
		Conventini, Antonella	\$6,406.40
		Coronel, Maria	\$200.00
		Cubing, Ino	
		Cubing, Isabelle	
		Jimenez, Vanessa	
		Krehnke, Isabel	\$600.00
		Woods, Marcia	\$2,353.28
		Medicare & FICA	1213.28
		Active Employee Benefits	4210.38
		Retired Employee Benefits	1355.99
		Other Employee Benefits	\$126.92
		Subtotal:	\$34,546.00
Total Monthly Expenses:			\$56,522.40

DETAILED MONTHLY INCOME			
Fund	Income Source	Comments	Amount
SMC Trust	Filing Fees		\$56,864.14
	Interest		
	Credits/Refunds		
	Other		\$5.50
		Subtotal:	\$56,869.64
CitiBank	Photocopier		\$78.00
	Computer Printing		\$130.00
	Conference Room Rental		\$0.00
	Deed Form Sales		\$75.00
	MCLE Tape Circulation		\$0.00
	24-hour Material Circulation		\$0.00
	Extra Computer Time		\$10.00
	Lost Book Replacement		\$0.00
	Vendor Credits/Refunds		\$0.00
	SVCF Deposits		\$0.00
	Grants		\$0.00
	Overdue Fines		\$0.00
	Transfers		\$0.00
	Square Transactions		\$0.00
	Other		\$0.00
		Subtotal:	\$293.00
Total Monthly Income:			\$57,162.64

Expense Category	August Expenses			YTD Expenses	Budgeted YTD	Fiscal Year Budget
	SMC Trust Acct.	CitiBank Acct.	Acct. Totals			
PAYROLL						
Full time	\$21,182.40	\$0.00	\$21,182.40	\$42,027.20	\$46,666.67	\$280,000.00
Part time	\$6,457.03	\$0.00	\$6,457.03	\$12,805.58	\$17,500.00	\$105,000.00
Subtotal :	\$27,639.43	\$0.00	\$27,639.43	\$54,832.78	\$64,166.67	\$385,000.00
BENEFITS						
CalPERS Retirement	\$3,297.24	\$0.00	\$3,297.24	\$6,594.48	\$5,500.00	\$33,000.00
CalPERS UAL	\$0.00	\$0.00	\$0.00	\$69,777.09	\$11,166.67	\$67,000.00
CalPERS Pension Prefunding*	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Medicare & FICA	\$1,213.28	\$0.00	\$1,213.28	\$2,339.95	\$2,166.67	\$13,000.00
Prior OASDI	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Active Employee Benefits	\$4,337.30	\$0.00	\$4,337.30	\$8,674.60	\$6,666.67	\$40,000.00
Retired Employee Benefits	\$1,355.99	\$0.00	\$1,355.99	\$2,838.90	\$2,666.67	\$16,000.00
Subtotal :	\$10,203.81	\$0.00	\$10,203.81	\$90,225.02	\$28,166.67	\$169,000.00
LIBRARY RESOURCES						
New Materials	\$0.00	\$0.00	\$0.00	\$0.00	\$166.67	\$1,000.00
Print Resources	\$5,389.91	\$75.17	\$5,465.08	\$8,426.66	\$14,166.67	\$85,000.00
Electronic Resources	\$9,902.60	\$0.00	\$9,902.60	\$19,804.98	\$21,666.67	\$130,000.00
Subtotal :	\$15,292.51	\$75.17	\$15,367.68	\$28,231.64	\$36,000.00	\$216,000.00
OPERATIONAL EXPENSES						
Insurance	\$0.00	\$0.00	\$0.00	\$4,887.91	\$1,416.67	\$8,500.00
Copy Machines	\$211.52	\$0.00	\$211.52	\$420.20	\$500.00	\$3,000.00
Capital Improvements	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Office Supplies	\$86.73	\$0.00	\$86.73	\$86.73	\$333.33	\$2,000.00
Use Tax	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Catering	\$0.00	\$119.32	\$119.32	\$119.32	\$233.33	\$1,400.00
Tech Support	\$988.00	\$0.00	\$988.00	\$1,888.00	\$1,666.67	\$10,000.00
Support Software	\$0.00	\$139.00	\$139.00	\$139.00	\$500.00	\$3,000.00
Building Maintenance	\$0.00	\$55.00	\$55.00	\$110.00	\$2,500.00	\$15,000.00
Bookkeeping Support	\$0.00	\$1,182.00	\$1,182.00	\$1,988.25	\$2,500.00	\$15,000.00
Outside Services	\$0.00	\$225.00	\$225.00	\$234.99	\$1,666.67	\$10,000.00
Educational/Professional	\$0.00	\$27.30	\$27.30	\$56.68	\$333.33	\$2,000.00
Dues	\$0.00	\$0.00	\$0.00	\$0.00	\$216.67	\$1,300.00
Telecommunications	\$5.87	\$252.01	\$257.88	\$572.10	\$333.33	\$2,000.00
Travel Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$333.33	\$2,000.00
Promotional	\$0.00	\$0.00	\$0.00	\$0.00	\$166.67	\$1,000.00
Transfers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Citibank Service Charges	\$0.00	\$43.80	\$43.80	\$72.55	\$60.00	\$360.00
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	\$166.67	\$1,000.00
Subtotal :	\$1,292.12	\$2,043.43	\$3,335.55	\$10,575.73	\$12,926.67	\$77,560.00
TOTAL:	\$54,427.87	\$2,118.60	\$56,546.47	\$183,865.17	\$141,260.00	\$847,560.00

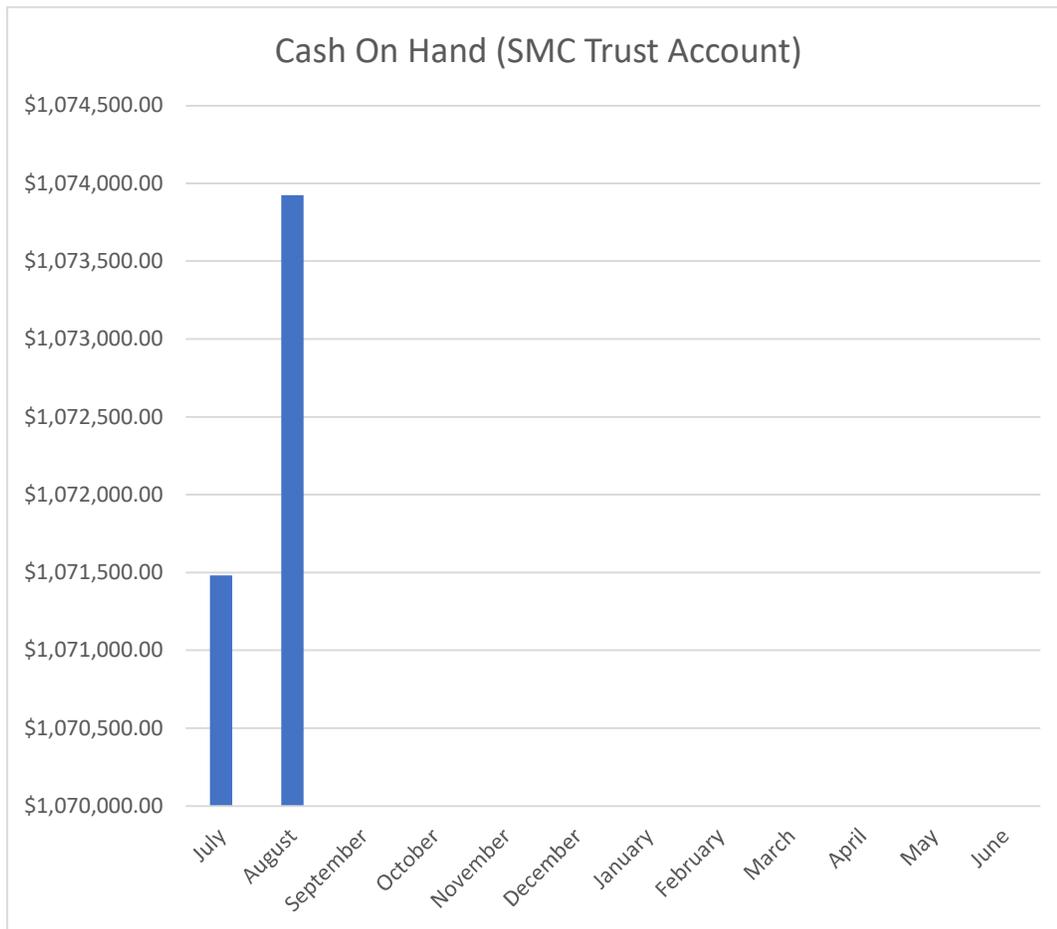
Income Category	August Income	YTD Income
TRIAL BALANCE REPORTED INCOME (Deposited to County Trust Fund)		
Filing Fees	\$56,864.14	\$125,277.37
Interest	\$0.00	\$11,416.85
Credits/Refunds	\$0.00	\$73.17
Other	\$5.50	\$5.50
Subtotal:	\$56,869.64	\$136,772.89
LIBRARY GENERATED INCOME (Deposited to Library CitiBank Acct)		
Photocopier	\$78.00	\$238.75
Computer Printing	\$130.00	\$360.25
Conference Room Rental	\$0.00	\$0.00
Deed Form Sales	\$75.00	\$135.00
MCLE Tape Circulation	\$0.00	\$0.00
24-hour Material Circulation	\$0.00	\$20.00
Extra Computer Time	\$10.00	\$10.00
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	\$0.00
Transfers	\$0.00	\$0.00
Square Transactions	\$0.00	\$0.00
Other	\$0.00	\$0.00
Subtotal:	\$293.00	\$764.00
TOTAL:	\$57,162.64	\$137,536.89

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

PERIOD	TOTAL INCOME*	TOTAL EXPENSES	CASH ON HAND
July	\$79,903.25	\$120,985.53	\$1,071,480.99
August	\$56,869.64	\$54,427.87	\$1,073,922.76
September			
October			
November			
December			
January			
February			
March			
April			
May			
June			
TOTALS	\$136,772.89	\$175,413.40	

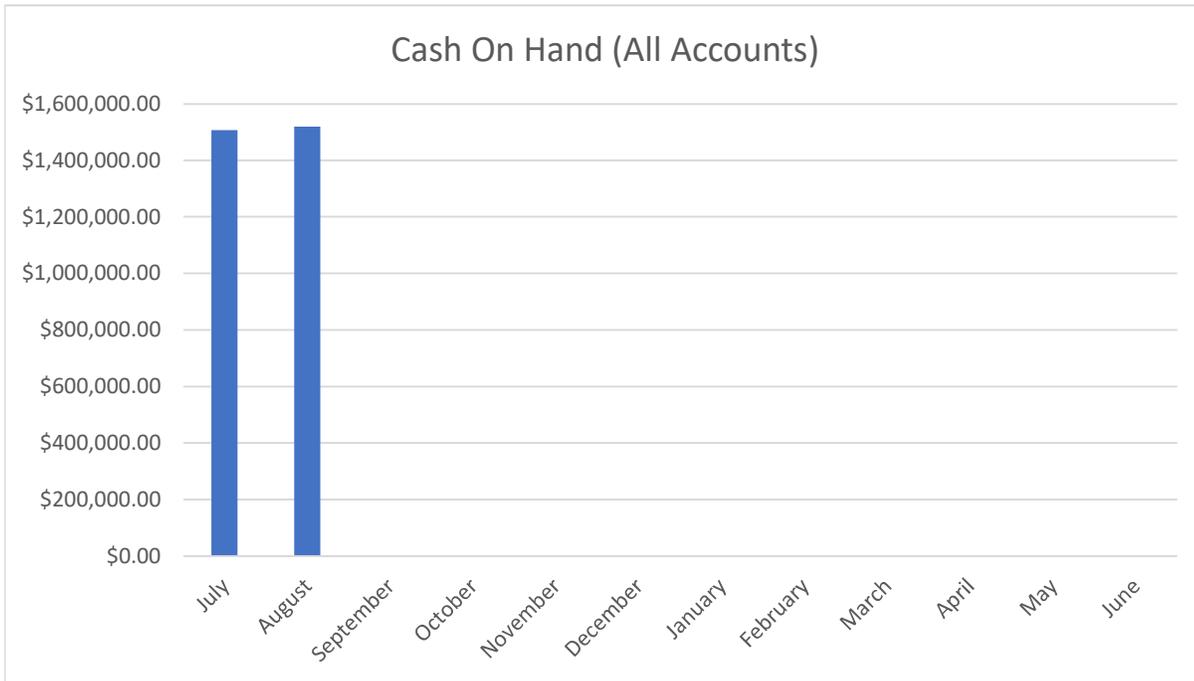
YTD Difference	-\$38,640.51
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* Total income deposited in County Trust Fund



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

PERIOD	SMC Trust Fund	CitiBank Account	Schwab Account	CalPERS Prefunding Account	TOTAL
July	\$1,071,480.99	\$55,493.61	\$346,555.06	\$33,143.16	\$1,506,672.82
August	\$1,073,922.76	\$54,251.61	\$356,472.85	\$34,091.52	\$1,518,738.74
September					\$0.00
October					\$0.00
November					\$0.00
December					\$0.00
January					\$0.00
February					\$0.00
March					\$0.00
April					\$0.00
May					\$0.00
June					\$0.00



Payroll & Benefits	Blake, Larry	\$416.00
	Bracco, Caroline	\$8,912.00
	Brill, Margaret Ruth	\$2,904.83
	Chaves, Shawn	\$5,864.00
	Conventini, Antonella	\$6,406.40
	Coronel, Maria	\$100.00
	Cubing, Ino	
	Cubing, Isabelle	
	Harden, Brittany	
	Jimenez, Vanessa	
	Krehnke, Isabel	\$100.00
	Woods, Marcia	\$2,059.12
	Medicare & FICA	
	Active Employee Benefits	
	Retired Employee Benefits	
	Subtotal:	\$26,762.35
	Total Monthly Expenses:	

DETAILED MONTHLY INCOME			
Fund	Income Source	Comments	Amount
SMC Trust	Filing Fees		\$64,431.80
	Interest		
	Credits/Refunds		
	Other		
	Subtotal:		
CitiBank	Photocopier		\$124.00
	Computer Printing		\$115.00
	Conference Room Rental		\$0.00
	Deed Form Sales		\$56.00
	MCLE Tape Circulation		\$0.00
	24-hour Material Circulation		\$20.00
	Extra Computer Time		\$0.00
	Lost Book Replacement		\$0.00
	Vendor Credits/Refunds		\$0.00
	SVCF Deposits		\$0.00
	Grants		\$0.00
	Overdue Fines		\$0.00
	Transfers		\$0.00
	Square Transactions		\$0.00
	Other		\$0.00
Subtotal:			\$315.00
Total Monthly Income:			\$64,746.80

Expense Category	September Expenses			YTD Expenses	Budgeted YTD	Fiscal Year Budget
	SMC Trust Acct.	CitiBank Acct.	Acct. Totals			
PAYROLL						
Full time	\$21,182.40	\$0.00	\$21,182.40	\$63,209.60	\$70,000.00	\$280,000.00
Part time	\$5,579.95	\$0.00	\$5,579.95	\$18,385.53	\$26,250.00	\$105,000.00
Subtotal :	\$26,762.35	\$0.00	\$26,762.35	\$81,595.13	\$96,250.00	\$385,000.00
BENEFITS						
Active Employee Benefits	\$4,210.38	\$0.00	\$4,210.38	\$12,884.98	\$10,000.00	\$40,000.00
CalPERS Pension Prefunding*	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CalPERS Retirement	\$0.00	\$0.00	\$0.00	\$6,594.48	\$8,250.00	\$33,000.00
CalPERS UAL	\$0.00	\$0.00	\$0.00	\$69,777.09	\$16,750.00	\$67,000.00
Medicare & FICA	\$377.72	\$0.00	\$377.72	\$2,717.67	\$3,250.00	\$13,000.00
Prior OASDI	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Retired Employee Benefits	\$1,355.99	\$0.00	\$1,355.99	\$4,194.89	\$4,000.00	\$16,000.00
Subtotal :	\$5,944.09	\$0.00	\$5,944.09	\$96,169.11	\$42,250.00	\$169,000.00
LIBRARY RESOURCES						
Electronic Resources	\$0.00	\$0.00	\$0.00	\$19,804.98	\$32,500.00	\$130,000.00
New Materials	\$0.00	\$0.00	\$0.00	\$0.00	\$250.00	\$1,000.00
Print Resources	\$2,398.50	\$75.17	\$2,473.67	\$10,900.33	\$21,250.00	\$85,000.00
Subtotal :	\$2,398.50	\$75.17	\$2,473.67	\$30,705.31	\$54,000.00	\$216,000.00
OPERATIONAL EXPENSES						
Bookkeeping Support	\$0.00	\$580.00	\$580.00	\$2,568.25	\$3,750.00	\$15,000.00
Building Maintenance	\$0.00	\$0.00	\$0.00	\$110.00	\$3,750.00	\$15,000.00
Capital Improvements	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Catering	\$0.00	\$0.00	\$0.00	\$119.32	\$350.00	\$1,400.00
Citibank Service Charges	\$0.00	\$30.36	\$30.36	\$102.91	\$90.00	\$360.00
Copy Machines	\$0.00	\$0.00	\$0.00	\$420.20	\$750.00	\$3,000.00
Dues	\$0.00	\$50.00	\$50.00	\$50.00	\$325.00	\$1,300.00
Educational/Professional	\$0.00	\$0.00	\$0.00	\$56.68	\$500.00	\$2,000.00
Insurance	\$0.00	\$0.00	\$0.00	\$4,887.91	\$2,125.00	\$8,500.00
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	\$250.00	\$1,000.00
Office Supplies	\$0.00	\$0.00	\$0.00	\$86.73	\$500.00	\$2,000.00
Promotional	\$0.00	\$0.00	\$0.00	\$234.99	\$250.00	\$1,000.00
Services	\$0.00	\$479.38	\$479.38	\$479.38	\$2,500.00	\$10,000.00
Support Software	\$0.00	\$0.00	\$0.00	\$139.00	\$750.00	\$3,000.00
Tech Support	\$0.00	\$0.00	\$0.00	\$1,888.00	\$2,500.00	\$10,000.00
Telecommunications	\$8.04	\$108.75	\$116.79	\$688.89	\$500.00	\$2,000.00
Transfers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Travel Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	\$2,000.00
Use Tax	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal :	\$8.04	\$1,248.49	\$1,256.53	\$11,832.26	\$19,390.00	\$77,560.00
TOTAL:	\$35,112.98	\$1,323.66	\$36,436.64	\$220,301.81	\$211,890.00	\$847,560.00

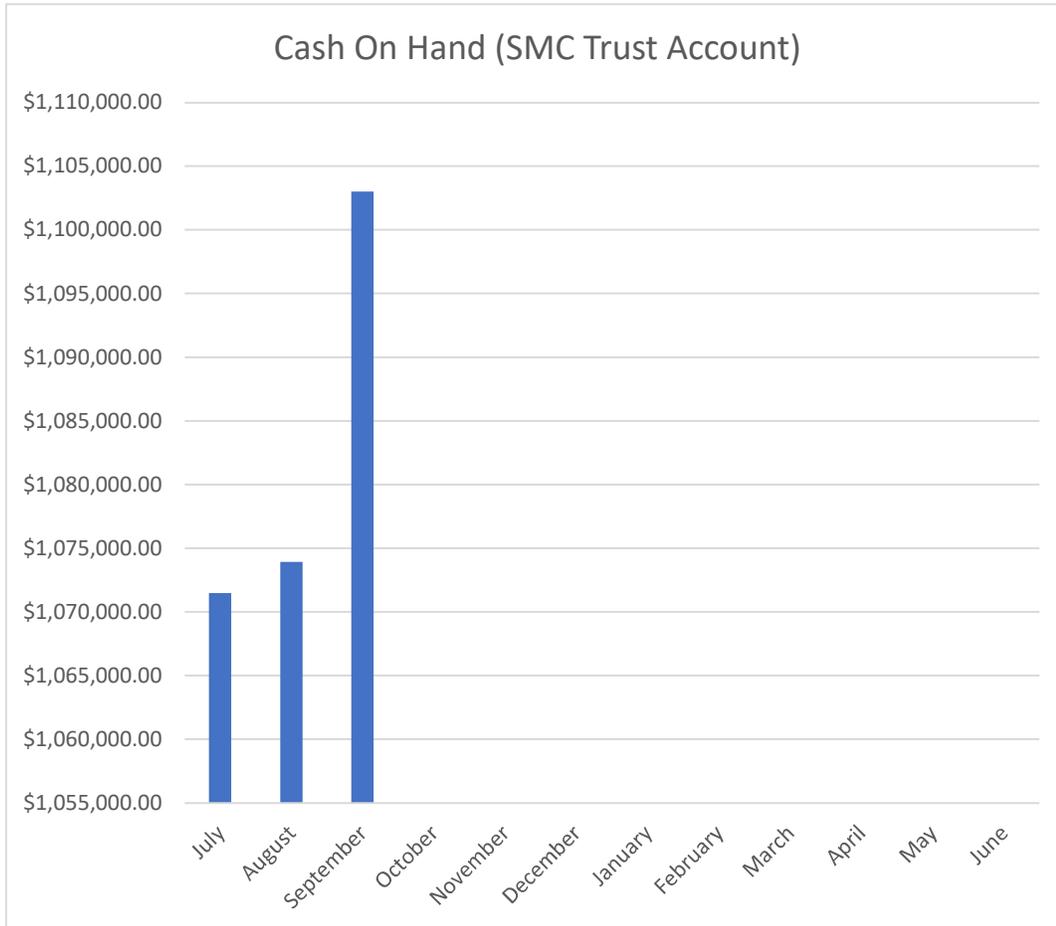
Income Category	September Income	YTD Income
TRIAL BALANCE REPORTED INCOME (Deposited to County Trust Fund)		
Filing Fees	\$64,431.80	\$189,709.17
Interest	\$0.00	\$11,416.85
Credits/Refunds	\$0.00	\$73.17
Other	\$0.00	\$5.50
Subtotal:	\$64,431.80	\$201,204.69
LIBRARY GENERATED INCOME (Deposited to Library CitiBank Acct)		
Photocopier	\$124.00	\$362.75
Computer Printing	\$115.00	\$475.25
Conference Room Rental	\$0.00	\$0.00
Deed Form Sales	\$56.00	\$191.00
MCLE Tape Circulation	\$0.00	\$0.00
24-hour Material Circulation	\$20.00	\$40.00
Extra Computer Time	\$0.00	\$0.00
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	\$0.00
Transfers	\$0.00	\$0.00
Square Transactions	\$0.00	\$0.00
Other	\$0.00	\$0.00
Subtotal:	\$315.00	\$1,069.00
TOTAL:	\$64,746.80	\$202,273.69

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

PERIOD	TOTAL INCOME*	TOTAL EXPENSES	CASH ON HAND
July	\$79,903.25	\$120,985.53	\$1,071,480.99
August	\$56,869.64	\$54,427.87	\$1,073,922.76
September	\$64,431.80	\$35,355.55	\$1,102,999.01
October			
November			
December			
January			
February			
March			
April			
May			
June			
TOTALS	\$201,204.69	\$210,768.95	

YTD Difference	-\$9,564.26
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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	\$1,071,480.99	\$55,493.61	\$346,555.06	\$33,143.16	\$1,506,672.82
August	\$1,073,922.76	\$54,251.61	\$356,472.85	\$34,091.52	\$1,518,738.74
September	\$1,102,999.01	\$53,379.58	\$365,493.79	\$34,408.76	\$1,556,281.14
October					\$0.00
November					\$0.00
December					\$0.00
January					\$0.00
February					\$0.00
March					\$0.00
April					\$0.00
May					\$0.00
June					\$0.00

