

# AGENDA

## *BOARD OF LAW LIBRARY TRUSTEES of the LOS ANGELES COUNTY LAW LIBRARY*

### REGULAR BOARD MEETING

*Tuesday, June 24 2014*

*12:15 PM*

*M. L. LILLIE BUILDING*

*TRAINING CENTER*

*301 WEST FIRST STREET*

*LOS ANGELES, CA 90012-3140*

### ACCOMMODATIONS

A person with a disability may contact the Board Secretary's office at (213) 785-2511 at least 24 hours before the scheduled meeting to request receipt of an agenda in an alternative format or to request disability-related accommodations, including aids or services, in order to participate in the public meeting. Later requests will be accommodated to the extent feasible.

### AGENDA DESCRIPTIONS

The agenda descriptions are intended to give notice to members of the public of a brief general description of items of business to be transacted or discussed. The posting of the recommended actions does not indicate what action will be taken. The Board may take any action that it deems to be appropriate on the agenda item and is not limited in any way by the notice of the recommended action. The President reserves the right to discuss the items listed on the agenda in any order.

### REQUESTS AND PROCEDURES TO ADDRESS THE BOARD

A member of the public has the right to address the Board on agenda items or on items of interest which are not on the agenda and which are within the subject matter jurisdiction of the Board. All requests to address the Board must be submitted in person to the Board President prior to the start of the meeting. Public comments will be taken at the beginning of each meeting as Agenda Item 1.0. A member of the public will be allowed to address the Board for a total of three (3) minutes for a single item or a maximum of five (5) minutes for all items unless the President grants more or less time based on the number of people requesting to speak and the business of the Board. When members of the public address the Board on agenda items, the President determines the order in which speakers will be called. Persons addressing the Board shall not make impertinent, slanderous or profane remarks to the Board, any member of the Board, staff or general public, nor utter loud, threatening, personal or abusive language, nor engage in any other disorderly conduct that disrupts or disturbs the orderly conduct of any Board Meeting. The President may order the removal of any person who disrupts or disturbs the orderly conduct of any Board Meeting.

### AGENDA MATERIALS

Unless otherwise exempt from disclosure, all materials relating to items on the agenda distributed to all, or a majority of the members of the Board less than 72 hours prior to the meeting shall be made available for public inspection at the time the writing is distributed in the Executive Office of the Law Library.



**CALL TO ORDER**

**1.0 PUBLIC COMMENT**

**2.0 PRESIDENT'S REPORT**

**3.0 CONSENT CALENDAR**

- 3.1 Minutes of the May 27, 2014, Regular Board Meeting.
- 3.2 April 2014 Financials & May 2014 List of Checks and Warrants.
- 3.3 Report Re: Implementation of Cash Rewards Payment System.
- 3.4 Approval of Operating and Capital Expenditures Budget for Fiscal Year 2014-2015.
- 3.5 Liability, Long-term Disability (LTD), Life, Vision and Dental Insurance Renewal.

**4.0 DISCUSSION ITEMS**

- 4.1 Update and Discussion Regarding Statewide Lobbying Efforts.
- 4.2 Discussion Regarding Formation of a Non-Profit for Delivery of Services.

**5.0 AGENDA BUILDING**

Items not on the posted agenda may be presented by a Trustee and, if requested, may be referred to staff or placed on the agenda for consideration at a future meeting of the Board.

**6.0 EXECUTIVE DIRECTOR REPORT**

**7.0 ADJOURNMENT**

The next Regular Meeting of the Board of Law Library Trustees is scheduled for Tuesday, July 22, 2014.

POSTED FRIDAY, JUNE 20, 2014 @ 12:00 P.M.

POSTED BY EUSTORGIO BARAJAS



# AGENDA ITEM 3

## CONSENT CALENDAR

- 3.1 Minutes of the May 27, 2014, Regular Board Meeting.
- 3.2 April 2014 Financials & May 2014 List of Checks and Warrants.
- 3.3 Report Re: Implementation of Cash Rewards Payment System.
  - 3.3.1 Attachment 1 – Comparison Chart
- 3.4 Approval of Operating and Capital Expenditures Budget for Fiscal Year 2014-2015.
  - 3.4.1 Attachment 1 - Summary
  - 3.4.2 Attachment 2 – Item Detail
  - 3.4.3 Attachment 3 – Cash Flow
  - 3.4.4 Attachment 4 – Capital Projects
  - 3.4.5 Attachment 5 – May 27 Budget Memo
  - 3.4.6 Attachment 6 – Alternative Solutions
  - 3.4.7 Attachment 7 – Future Capital Projects 3-5 years
- 3.5 Liability, Long-term Disability (LTD), Life, Vision and Dental Insurance Renewal.

**MINUTES OF THE REGULAR BOARD MEETING  
OF THE BOARD OF LAW LIBRARY TRUSTEES OF  
LOS ANGELES COUNTY**

**A California Independent Public Agency Under  
Business & Professions Code Section 6300 et sq.**

**May 27, 2014**

The Regular Board Meeting of the Board of Law Library Trustees of Los Angeles County was held on Tuesday, May 27, 2014 at 12:15 p.m., at the Los Angeles County Law Library Mildred L. Lillie Main Library Building at 301 West First Street, Los Angeles, California 90012, for the purposes of considering reports of the affairs to the Library, and transacting such other business as might properly come before the Board of Trustees.

**ROLL CALL/QUORUM**

**Trustees Present:**

Judge Michelle Williams Court  
Judge Reva Goetz  
Judge Mark Juhas  
Kenneth Klein, Esquire  
Judge Lee Smalley Edmon  
Susan Steinhauser, Esquire

**Trustees Absent:**

Judge Ann I. Jones

**Senior Staff Present:**

Sandra J. Levin, Executive Director  
Jaye Steinbrick, Senior Director

**Also Present:**

John Kohl, Finance Director  
Malinda Muller, Director, Programs & Partnerships  
Janine Liebert, Librarian, Self-Help

In President Jones' absence, Vice-President Juhas determined a quorum to be present, convened the meeting at 12:15 p.m. and thereafter presided. Executive Director, Sandra Levin recorded the Minutes.

**1.0 PUBLIC COMMENT**

During the five (5) minutes allocated for, Mr. Lee Paradise commented on the Law Library's Senior Management initiatives, the Board of Trustees and the FY14 budget proposal. Paradise also made comments on the Library's branch location in Torrance and past employees.

**2.0 PRESIDENT'S REPORT**

There was no President's Report.

**3.0 CONSENT CALENDAR**

3.1 Approval of Minutes of the April 25, 2014, Regular Board Meeting

3.2 March 2014 Financials & April 2014 List of Checks and Warrants

3.3 Approval of May 2014 Amendment of the Library Rules of Conduct

Staff recommended that the Board:

1. Approve the attached Rules of Conduct, and
2. Authorize the Executive Director to amend administratively the rules regarding duration of sessions.

Vice-President Juhas requested a motion to approve the Consent Calendar. So moved by Trustee Steinhauser and seconded by Trustee Edmon, the Consent Calendar was unanimously approved, 6-0.

**4.0 DISCUSSION ITEMS**

4.1 Review of Operating and Capital Expenditures Budget for Fiscal Year 2014-2015

Staff requested that the Board of Trustees discuss the proposed budget for FY2015 including the Budget Committee's recommendations and the other items described and asked that they raise any questions or concerns so that a final budget proposal could be presented for decision at the June meeting.

Vice-President Juhas gave a brief introduction to the budget proposal and the process leading to the Board, later introducing ED Levin.

*At this time, John Kohl, Finance Director, joined the table.*

ED Levin presented the Board with an overview of the budget proposal including history of operations and a detailed explanation of the current proposal. The discussion mostly consisted of question and answer that guided the Board's understanding of staff proposal. The Board's consensus was that staff should continue to move forward as proposed and would review the final proposal in June.

DRAFT

# Los Angeles Law Library

## Balance Sheet

As of April 30, 2014

(Provisional and subject to year-end audit adjustments)

	6/30/2013	4/30/2014	Change
<b>Assets</b>			
Current Assets			
Cash and cash equivalents	8,626,122	9,280,314	654,192
Accounts receivable	1,497,101	1,491,987	(5,114)
Prepaid expenses	399,474	158,429	(241,045)
Total current assets	10,522,697	10,930,729	349,412
Restricted cash and cash equivalents	261,139	302,980	41,841
Capital assets, not being depreciated	580,333	583,433	3,100
Capital assets, being depreciated - net	23,462,542	23,249,624	(212,918)
Total assets	<b>34,826,711</b>	<b>35,066,766</b>	<b>226,390</b>
<b>Liabilities and Net Assets</b>			
Current Liabilities			
Accounts payable	233,134	242,517	9,383
Other liabilities	11,218	-	(11,218)
Payroll liabilities	28,627	12,049	(16,578)
Total current liabilities	272,980	254,566	(29,546)
Accrued sick and vacation liability	420,789	361,332	(59,457)
Borrowers' deposit	290,942	315,861	24,919
OPEB obligation	1,740,966	2,011,799	270,833
Total liabilities	<b>2,725,677</b>	<b>2,943,559</b>	<b>176,562</b>
Net assets			
Invested in capital assets, net of related debt	24,042,875	23,833,057	(209,818)
Unrestricted	8,058,158	8,290,151	231,992
Total net assets	<b>32,101,034</b>	<b>32,123,208</b>	<b>49,828</b>
Total liabilities and net assets	<b>34,826,711</b>	<b>35,066,766</b>	<b>226,390</b>

**Los Angeles Law Library**  
Income Statement for the Period Ended April 30, 2014  
(Provisional and subject to year-end audit adjustments)

Apr 13 Actual	Apr 2014				FY 2012-13 YTD	FY 2013-14 YTD					Comments
	Budget	Actual	\$ Fav (Unf)	% Fav (Unf)		Budget	Actual	\$ Fav (Unf)	% Fav (Unf)		
<b>Income</b>											
653,506	637,822	587,637	-50,185	-7.9%	L.A. Superior Court Fees	6,470,234	6,314,948	5,932,689	-382,259	-6.1%	
4,168	5,442	5,076	-366	-6.7%	Interest	56,010	50,220	43,623	-6,597	-13.1%	
47,510	50,187	43,766	-6,421	-12.8%	Parking	451,783	446,843	513,343	66,500	14.9%	
23,359	32,604	36,725	4,122	12.6%	Library Services	371,533	489,305	501,738	12,433	2.5%	
728,543	726,055	673,204	-52,850	-7.3%	Total Income	7,349,561	7,301,317	6,991,394	-309,923	-4.2%	
<b>Expense</b>											
359,286	336,072	310,036	26,036	7.7%	Staff	3,526,716	3,380,823	3,301,057	79,766	2.4%	
192,775	226,602	179,920	46,682	20.6%	Library Materials	3,023,459	2,847,895	2,627,094	220,801	7.8%	
-192,775	-226,602	-179,920	-46,682	20.6%	Lib Materials Transferred to Assets	-3,023,459	-2,847,895	-2,627,094	-220,801	7.8%	
58,927	68,954	69,484	-530	-0.8%	Facilities	685,675	695,780	635,715	60,065	8.6%	
9,402	19,653	9,878	9,776	49.7%	Technology & Data	104,178	125,126	88,506	36,620	29.3%	
614,661	8,727	10,371	-1,645	-18.8%	General	702,661	91,692	91,405	287	0.3%	
123	55	544	-489	-889.9%	Professional Development	28,425	15,790	16,415	-625	-4.0%	
3,424	2,042	114	1,927	94.4%	Communications & Marketing	23,749	34,367	6,116	28,250	82.2%	
52	300	268	32	10.8%	Travel & Entertainment	3,035	3,200	1,564	1,636	51.1%	
0	2,917	1,450	1,467	50.3%	Professional Services	66,106	44,917	31,243	13,674	30.4%	
94,069	282,332	271,388	10,944	3.9%	Depreciation	2,860,084	2,708,819	2,719,129	-10,310	-0.4%	
1,139,942	721,052	673,534	47,518	6.6%	Total Expenses	8,000,628	7,100,514	6,891,151	209,363	2.9%	
-411,399	5,003	-329	-5,332	-106.6%	<b>Net Income</b>	-651,067	200,803	100,243	-100,560	-50.1%	
0	0	0	0	0.0%	Extraordinary Income	0	1,265,963	472,334	-793,628	-62.7%	
0	8,775	241	8,534	97.3%	Extraordinary Expense	209,000	238,201	279,570	-41,369	-17.4%	
24,332	0	27,083	-27,083	0.0%	OPEB Expense	243,318	243,750	270,833	-27,084	-11.1%	
-435,731	-3,772	-27,654	-23,882	633.1%	<b>Net Income (Loss) Including Extraordinary Items</b>	-1,103,384	984,815	22,174	-962,641	-97.7%	
<b>Capitalized Expenditures</b>											
215,242	0	46,513	-46,513	0.0%	Capitalized Expenditures	267,028	653,400	65,523	587,877	90.0%	
<b>Full-Time Equivalent Employees</b>											
NA	54.12	51.34	2.78	5.1%	Full-Time Equivalent Employees	NA	54.06	49.86	4.20	7.8%	

**Los Angeles Law Library**  
Income Statement for the Period Ended April 30, 2014  
(Provisional and subject to year-end audit adjustments)

Apr 13 Actual	Apr 2014								FY 2012-13 YTD	FY 2013-14 YTD					Comments
	Budget	Actual	\$ Fav (Unf)	% Fav (Unf)						Budget	Actual	\$ Fav (Unf)	% Fav (Unf)		
<b>Detailed Budget:</b>															
<b>Income:</b>															
653,506	637,822	587,637	-50,185	-7.9%	15	FIN	303300	L.A. Superior Court Fees	6,470,234	6,314,948	5,932,689	-382,259	-6.1%	Based on the most recent revenue information from the Superior Court, Staff expects fee revenue will fall about 5.2% below budget at EOY.	
Interest:															
0	600	761	161	26.8%	15	FIN	311000	LAIF	3,202	1,800	2,488	688	38.2%		
4,032	4,680	4,147	-533	-11.4%	15	FIN	312000	General Fund	51,344	46,800	39,629	-7,171	-15.3%	The budget assumed an annual investment return of .7%. Actual return thus far has been about .6%. The rate should increase during the year as U.S. interest rates rise or as other investment options are selected.	
136	162	168	6	3.4%	15	FIN	313000	Deposit Fund	1,463	1,620	1,507	-113	-7.0%		
4,168	5,442	5,076	-366	-6.7%				Subtotal	56,010	50,220	43,623	-6,597	-13.1%		
Parking:															
47,510	48,937	43,766	-5,171	-10.6%	39	FAC	330100	Parking	451,783	434,343	513,343	79,000	18.2%	The favorable variance resulted from a) a restructured vendor agreement that now requires payment in advance, b) a conservative budget that understated the demand for hourly and daily parking.	
0	1,250	0	-1,250	-100.0%	39	FAC	330200	Valet Parking	0	12,500	0	-12,500	-100.0%	Delayed implementation of valet parking services.	
47,510	50,187	43,766	-6,421	-12.8%				Subtotal	451,783	446,843	513,343	66,500	14.9%		
Library Services:															
200	500	65	-435	-87.0%	27	CIRC	330150	Annual Borrowing Fee	5,650	5,000	3,104	-1,896	-37.9%		
5,135	8,000	9,335	1,335	16.7%	25	P&P	330140	Annual Members Fee	73,097	75,962	90,860	14,898	19.6%	Increase possibly due to Member program sign-ups continue to rise above the number of non renewals. Also sign-ups numbers are higher in 2014 than this time last year.	
1,517	2,068	6,132	4,064	196.5%	23	R&R	330340	Course Registration	12,470	18,076	22,747	4,671	25.8%	Favorable variance due to increase activity in public and MCLE classes as well as improved online registration and payment systems.	
6,228	4,750	5,475	725	15.3%	27	CIRC	330129	Copy Center	61,717	47,500	54,805	7,305	15.4%	Actual copy center charges have not declined as much as the budget assumed.	
2,781	2,300	2,892	592	25.7%	27	CIRC	330205	Document Delivery	21,541	23,000	24,504	1,504	6.5%		
4,077	4,200	5,079	879	20.9%	27	CIRC	330210	Fines	42,483	42,000	41,198	-802	-1.9%	Year end actual is anticipated to be more in line with budget.	
171	300	3,745	3,445	1148.4%	13	FIN	330310	Miscellaneous	1,636	53,000	87,051	34,051	64.2%	Favorable variance primarily due to a \$12K CalPERS refund related to Medicare Part D prescription subsidies and a \$11K dividend from the State Compensation Insurance Fund.	
2,100	10,000	2,203	-7,798	-78.0%	27	COM	330330	Room Rental	25,778	80,000	23,647	-56,353	-70.4%	The campaign to rent rooms is taking longer than expected to reach target.	
815	0	1,262	1,262	0.0%	27	CIRC	330350	Book Replacement	2,925	2,110	5,412	3,302	156.5%		
0	0	0	0	0.0%	15	FIN	330360	Forfeited Deposits	0	2,800	0	-2,800	-100.0%	The harvesting of forfeited deposits will occur later this year.	
0	0	0	0	0.0%	15	FIN	330400	Friends of Law Library	120,000	120,000	135,000	15,000	12.5%		
0	0	0	0	0.0%	37	COM	330420	Grants	0	15,000	0	-15,000	-100.0%	Grant applications are in process, but grant revenues are difficult to predict.	
334	486	538	52	10.8%	15	FIN	330450	Vending	4,238	4,857	3,057	-1,800	-37.1%		
0	0	0	0	0.0%	27	COM	330465	Special Events Income	0	0	10,354	10,354	0.0%	The favorable variance results from Pro Bono Week donations which were used to pay the event expenses.	
23,359	32,604	36,725	4,122	12.6%				Subtotal	371,533	489,305	501,738	12,433	2.5%		
728,543	726,055	673,204	(52,850)	-7.3%				Total Income	7,349,561	7,301,317	6,991,394	-309,923	-4.2%		
<b>Expenses:</b>															
Staff															
239,627	206,532	195,329	11,203	5.4%	15	ALL	501000	Salaries (benefits eligible)	2,545,650	2,156,137	2,037,570	118,566	5.5%	Favorable variance due to unplanned vacancies and December 2013 furlough savings.	
0	24,394	23,281	1,113	4.6%	15	ALL	501050	Salaries (benefits ineligible)	0	256,346	251,519	4,827	1.9%		
14,164	14,317	12,822	1,495	10.4%	15	FIN	502000	Social Security	146,339	149,574	133,982	15,591	10.4%		
3,313	3,348	2,999	350	10.4%	15	FIN	503000	Medicare	35,384	34,981	32,761	2,220	6.3%		
10,089	13,733	21,494	-7,760	-56.5%	15	FIN	511000	Retirement	97,576	144,635	231,733	-87,098	-60.2%	Unknown to the Law Library when the budget was approved, CalPERS recalculated the Library's retirement cost at 11.682% of qualified compensation compared with its original calculation of 7.26%. This will result in a \$97k adverse variance by EOY based on most recent data available.	
48,909	52,165	37,133	15,032	28.8%	15	FIN	512000	Health Insurance	462,459	497,427	428,346	69,081	13.9%	Favorable variance due to unplanned vacancies.	

**Los Angeles Law Library**  
Income Statement for the Period Ended April 30, 2014  
(Provisional and subject to year-end audit adjustments)

Apr 13 Actual	Apr 2014									FY 2012-13 YTD	FY 2013-14 YTD				Comments
	Budget	Actual	\$ Fav (Unf)	% Fav (Unf)							Budget	Actual	\$ Fav (Unf)	% Fav (Unf)	
388	361	398	-36	-10.1%	15	FIN	513000	Disability Insurance	2,260	3,624	4,118	-494	-13.6%		
5,759	5,400	4,375	1,025	19.0%	15	FIN	514000	Dental Insurance	52,624	54,000	49,339	4,661	8.6%		
823	852	630	223	26.1%	15	FIN	514500	Vision Insurance	7,711	8,536	7,029	1,507	17.7%		
193	136	99	37	26.9%	15	FIN	515000	Life Insurance	1,461	1,366	1,021	345	25.3%		
21,959	12,516	6,982	5,534	44.2%	15	FIN	516000	Workers Comp. Insurance	96,786	91,531	93,077	-1,546	-1.7%		
12,226	0	-12	12	0.0%	15	FIN	517000	Unemployment Insurance	30,819	0	441	-441	0.0%		
0	0	400	-400	0.0%	25	P&P	514010	Temporary Employment	18,557	7,500	600	6,900	92.0%		
212	150	0	150	100.0%	13	HR	514015	Recruitment	5,584	1,500	3,312	-1,812	-120.8%		
0	0	0	0	0.0%	15	FIN	517500	Accrued Sick Expense	0	0	0	0	0.0%		
0	0	0	0	0.0%	15	FIN	518000	Accrued Vacation Expense	0	-50,000	0	-50,000	100.0%	Actuals are reflected in salaries line items.	
597	667	2,788	-2,122	-318.3%	15	FIN	518550	TMP	9,061	8,667	11,271	-2,604	-30.0%		
1,028	1,500	1,320	180	12.0%	15	FIN	518560	Payroll & Benefit Admin.	14,444	15,000	14,938	62	0.4%		
359,286	336,072	310,036	26,036	7.7%				Total - Staff	3,526,716	3,380,823	3,301,057	79,766	2.4%		
								Library Materials:							
130,062	153,964	134,590	19,374	12.6%	23	R&R	601999	American Continuations	2,184,137	2,111,507	1,968,587	142,920	6.8%		
8,154	8,248	6,767	1,481	18.0%	23	R&R	602999	American New Orders	57,871	82,481	62,816	19,664	23.8%		
2,708	4,674	1,817	2,857	61.1%	23	R&R	609199	Branch Continuations	74,914	46,739	39,164	7,575	16.2%		
0	110	0	110	100.0%	23	R&R	609299	Branch New Orders	4,441	1,100	172	928	84.3%		
24,602	29,143	14,844	14,299	49.1%	23	R&R	603999	Commonwealth Continuations	360,810	291,432	250,990	40,442	13.9%		
734	0	0	0	0.0%	23	R&R	604999	Commonwealth New Orders	3,054	2,309	0	2,309	100.0%	New titles in commonwealth are rather expensive subsequently staff, mindful of budget constraints, has not identified new titles for purchase.	
14,623	16,496	9,422	7,074	42.9%	23	R&R	605999	Foreign Continuations	185,343	164,962	157,020	7,942	4.8%		
271	1,100	34	1,066	96.9%	23	R&R	606999	Foreign New Orders	3,241	17,596	9,145	8,451	48.0%		
7,639	9,348	10,114	-766	-8.2%	23	R&R	607999	International Continuations	115,410	93,478	109,593	-16,115	-17.2%		
679	550	310	240	43.7%	23	R&R	608999	International New Orders	4,512	6,598	5,794	805	12.2%		
2,575	2,749	1,946	804	29.2%	23	R&R	609399	General/Librarianship	28,103	27,494	22,595	4,899	17.8%		
728	220	75	145	65.9%	23	R&R	609499	Continuations General/Librarianship New Orders	1,624	2,199	1,219	981	44.6%		
192,775	226,602	179,920	46,682	20.6%				Subtotal	3,023,459	2,847,895	2,627,094	220,801	7.8%		
-192,775	(226,602)	-179,920	-46,682	20.6%	15	FIN	690000	Lib Materials Transferred to Assets	-3,023,459	-2,847,895	-2,627,094	-220,801	7.8%		
0	0	0	0	0.0%				Facilities:	0	0	0	0	0.0%		
1,770	2,350	2,103	247	10.5%	39	FAC	801005	Repair & Maintenance	30,846	25,978	29,492	-3,514	-13.5%	Unexpected repair/replacement of HVAC pulleys @ \$2,100.00.	
1,206	2,284	333	1,951	85.4%	39	FAC	801010	Building Services	11,798	19,460	16,550	2,910	15.0%		
1,994	1,700	1,857	-157	-9.3%	39	FAC	801015	Cleaning Supplies	15,012	18,300	10,133	8,167	44.6%		
7,555	10,000	16,532	-6,532	-65.3%	39	FAC	801020	Electricity & Water	94,743	106,618	91,067	15,551	14.6%	Positive variance to a delay in receiving LA DWP's monthly invoice. Variance to be spent in May 2014.	
2,023	1,250	1,661	-411	-32.9%	39	FAC	801025	Elevator Maintenance	13,118	12,110	12,942	-832	-6.9%		
1,682	2,600	2,361	239	9.2%	39	FAC	801030	Heating & Cooling	26,139	29,950	23,111	6,839	22.8%		
20,342	23,677	20,808	2,870	12.1%	15	FIN	801035	Insurance	225,331	226,624	207,794	18,830	8.3%		
8,421	8,421	8,421	0	0.0%	39	FAC	801040	Janitorial Services	81,331	82,679	84,214	-1,535	-1.9%		
1,050	1,200	1,050	150	12.5%	39	FAC	801045	Landscaping	4,200	12,000	14,025	-2,025	-16.9%	Unfavorable variance due to trimming of Hill street trees in preparation for annual Gala.	
12,884	14,087	14,055	32	0.2%	39	FAC	801050	Security	163,727	145,414	141,660	3,754	2.6%		
0	417	654	-237	-57.0%	39	FAC	801100	Furniture & Appliances (<3K)	2,554	4,167	684	3,482	83.6%	Few furniture requirements in first half of fiscal year.	
0	0	-352	352	0.0%	39	FAC	801110	Equipment (<3K)	0	2,800	4,041	-1,241	-44.3%	Unfavorable variance due to office supplies vending machine and replacement urinals in the public men's room.	
0	968	0	968	100.0%	39	FAC	801115	Building Alterations (<3K)	16,876	9,680	0	9,680	100.0%		





## Los Angeles Law Library

### Statement of Cash Flows

As of April 30, 2014

(Provisional and subject to year-end audit adjustments)

	4/30/2014	YTD
<b>Cash flows from operating activities</b>		
LA Superior court fees	587,637	5,932,689
Parking fees	43,766	513,343
Library services	36,725	839,072
(Increase) decrease in accounts receivable	(48,267)	5,114
Increase (decrease) in borrowers' deposit	3,103	24,919
<b>Cash received from filing fees and services</b>	<b>622,965</b>	<b>7,315,138</b>
Facilities	(69,484)	(635,715)
Technology & data	(9,878)	(88,506)
General	(10,612)	(178,321)
Professional development	(544)	(16,415)
Communications & marketing	(114)	(6,116)
Travel & entertainment	(268)	(1,564)
Professional services	(1,450)	(31,243)
(Increase) decrease in prepaid expenses	(4,750)	241,045
Increase (decrease) in accounts payable	10,204	9,383
Increase (decrease) in other liabilities	-	(11,218)
<b>Cash payments to suppliers for goods and services</b>	<b>(86,896)</b>	<b>(718,671)</b>
Staff	(337,120)	(3,578,138)
Increase (decrease) in payroll liabilities	928	(16,578)
Increase (decrease) in accrued sick and vacation liability	-	(59,457)
Increase (decrease) in OPEB liability	27,083	270,833
<b>Cash payments to employees for services</b>	<b>(309,108)</b>	<b>(3,383,340)</b>
Contributions received	-	135,000
Net cash from operating activities	226,961	3,348,127
 <b>Cash flow from capital and related financing activities</b>		
Library materials	(179,920)	(2,627,094)
Fixed assets	(46,513)	(65,523)
Capital - Work in Progress (WIP)	-	(3,100)
 <b>Cash flows from investing activities</b>		
Investment earnings	5,076	43,623
 <b>Net cash increase (decrease) in cash and cash equivalents</b>	<b>5,604</b>	<b>696,032</b>
 Cash and cash equivalents, at beginning of period	9,577,690	8,887,261
 Cash and cash equivalents, at end of period	9,583,293	9,583,293
 <b>Reconciliation of Operating Income to Net Cash from Operating Activities</b>		
Operating income	(32,730)	(21,449)
Adjustments for noncash effects:		
Depreciation	271,388	2,719,129
Extraordinary expense: book write-off		186,407
Changes in operating assets and liabilities:		
(Increase) decrease in accounts receivable	(48,267)	5,114
(Increase) decrease in prepaid expenses	(4,750)	241,045
Increase (decrease) in accounts payable	10,204	9,383
Increase (decrease) in other liabilities	-	(11,218)
Increase (decrease) in payroll liabilities	928	(16,578)
Increase (decrease) in accrued sick and vacation liability	-	(59,457)
Increase (decrease) in borrowers' deposit	3,103	24,919
Increase (decrease) in OPEB liability	27,083	270,833
Net cash from operating activities	<b>226,961</b>	<b>3,348,127</b>

LOS ANGELES COUNTY LAW LIBRARY

May 1, 2014 - May 31, 2014 (CHECKS)

Account No.: 108000

Page 1

DATE	PAYEE	FOR	AMOUNT	CHECK NO.
May 1	AMERICAN BAR ASSOCIATION	BOOKS	1,572.40	026919
	AMERICAN LEGAL PUBLISHING CORPORATI	BOOKS	136.00	026920
	WOLTERS KLUWER LAW & BUSINESS	BOOKS	2,041.43	026921
	MATTHEW BENDER LEXISNEXIS MATTHEW B	BOOKS	2,803.14	026922
	BERNAN ASSOCIATES	BOOKS	218.28	026923
	BOOK HOUSE INC	BOOKS	273.85	026924
	LEXISNEXIS CANADA BUTTERWORTHS CANA	BOOKS	955.94	026925
	CASALINI LIBRI	BOOKS	598.35	026926
	CALIFORNIA STATE BAR COURT REPORTER	BOOKS	150.00	026927
	CONTINUING EDUCATION OF THE BAR CAL	BOOKS	4,560.24	026929
	COUNCIL OF STATE GOVERNMENTS	BOOKS	125.48	026930
	DATA TRACE LEGAL PUBLISHERS	BOOKS	147.95	026931
	INGRAM LIBRARY SERVICES	BOOKS	141.05	026932
	JAMES PUBLISHING INC	BOOKS	108.94	026933
	JURIS PUBLISHING INC	BOOKS	717.00	026934
	JURISNET LLC	BOOKS	641.00	026935
	LAW JOURNAL PRESS	BOOKS	481.13	026936
	LEXISNEXIS BUTTERWORTHS	BOOKS	2,083.31	026937
	LIBROS CENTROAMERICANOS	BOOKS	34.03	026938
	LOCAL GOVERNMENT PUBLICATIONS	BOOKS	78.60	026939
	LRP PUBLICATIONS	BOOKS	209.50	026940
	ESPINOSA MARTIN DE JESUS SANCHEZ ME	BOOKS	30.00	026941
	MUNICIPAL CODE CORPORATION	BOOKS	148.50	026942
	PAN PACIFICA	BOOKS	443.00	026943
	PRACTISING LAW INSTITUTE	BOOKS	961.28	026944
	SASKATCHEWAN QUEENS PRINTER	BOOKS	256.37	026945
	STATE BAR OF TEXAS	BOOKS	195.00	026946
	THOMSON REUTERS TAX & ACCOUNTING	BOOKS	1,894.22	026947
	UNITED NATIONS PUBLICATIONS	BOOKS	639.99	026948
	STATE BAR OF WISCONSIN	BOOKS	159.37	026949
May 2	CHANNA CAJERO	MILEAGE	32.20	026950
	GREGORY CARDI	SPECIAL EVENTS EX	100.00	026951
	CDW GOVERNMENT INC	SOFTWARE (<\$3K)	57.77	026952
	HAEWON HAN	SPECIAL EVENTS EX	100.00	026953
	HIGH DENSITY INC	INTERIOR BLDG IMP	5,087.75	026954
	KAPCO	SUPPLIES - LIB MATE	183.83	026955
	KONICA MINOLTA BUSINESS	COPY CENTER	993.45	026956
	CHRISTINE R LANGTEAU	MILEAGE	66.30	026957
	SONNY LEW	MILEAGE	31.02	026958
	LAW PUBLISHERS	REPLACEMENT	108.00	026959
	LAW PUBLISHERS	BOOKS	450.00	026960
	CDW GOVERNMENT INC	SERVICE	7,860.46	026961
	DLT SOLUTIONS	SERVICE	277.61	026962

39,867.60

**LOS ANGELES COUNTY LAW LIBRARY**  
**May 1, 2014 - May 31, 2014 (CHECKS)**  
**Account No.: 108000**

DATE	PAYEE	FOR	AMOUNT	CHECK NO.
May 6	EMPOWER SOFTWARE SOLUTIONS	SERVICE	1,713.86	026963
	GOURMET COFFEE SERVICE	KITCHEN SUPPL	343.25	026964
	MANAGE EASE INCORPORATED	CONSULTING	1,337.50	026965
	MYBINDING	SUPPLIES-LIB MATE	99.68	026966
	OFFICE DEPOT	SUPPLIES - OFFICE	110.53	026967
	IRA MARK ANIKSTEIN	REFUND	140.00	026980
	HAROUN ELRESHID BACCHUS	REFUND	70.00	026981
	VICKI D COLCA	REFUND	125.00	026982
	GLORIA ELLEN MARGOLIS	REFUND	70.00	026983
	DON MARTIN	REFUND	60.00	026984
	CHARLES BRETT PARSELLE	REFUND	138.00	026985
	RANDOLPH ROGER RAMIREZ	REFUND	140.00	026986
	VICTOR R SOFELKANIK II	REFUND	140.00	026987
	ALFONSO TREVIZO JR	REFUND	140.00	026988
	DOROTHY FUE WONG	REFUND	70.00	026989
	JENNIFER LING-PEI WANG	REFUND	140.00	026990
	TERESA POSTELL WILLIAMS	REFUND	140.00	026991
May 7	AMERICAN BAR ASSOCIATION	BOOKS	1,629.37	026992
	CALIF OFFICE OF ADMINISTRATIVE LAW	BOOKS	22.50	026993
	WOLTERS KLUWER LAW & BUSINESS	BOOKS	1,941.97	026994
	AUX AMATEUR DE LIVRES	BOOKS	125.38	026995
	BANKS & JORDAN	BOOKS	119.52	026996
	MATTHEW BENDER LEXISNEXIS MATTHEW B	BOOKS	174.56	026997
	BOOK HOUSE INC	BOOKS	99.35	026998
	LEXISNEXIS CANADA BUTTERWORTHS CANA	BOOKS	3,172.91	026999
	CARSWELL COMPANY LTD	BOOKS	392.65	027000
	CONTINUING EDUCATION OF THE BAR CAL	BOOKS	4,288.06	027002
	CONTINUING LEGAL EDUCATION SOCIETY	BOOKS	427.38	027003
	COUTTS LIBRARY SERVICES	BOOKS	1,886.78	027004
	DATA TRACE LEGAL PUBLISHERS	BOOKS	179.95	027005
	THOMSON GALE	BOOKS	1,139.23	027006
	GAUNT	BOOKS	1,139.76	027007
	OTTO HARRASSOWITZ	BOOKS	720.07	027008
	E ITURRIAGA Y CIA S A C	BOOKS	152.00	027009
	JURIS PUBLISHING INC	BOOKS	487.50	027010
	JURISNET LLC	BOOKS	86.50	027011
	RETTA LIBROS LIDERLAF S A	BOOKS	498.97	027012
	LAW JOURNAL PRESS	BOOKS	8,679.89	027014
	LAW REPORTS INTERNATIONAL LTD	BOOKS	262.50	027015
	LEXISNEXIS BUTTERWORTHS	BOOKS	2,362.00	027016
	CHIEF LOC CDS	BOOKS	685.00	027017
	LUDWIG MAYER LTD	BOOKS	63.00	027018
	MANHATTAN PUBLISHING COMPANY	BOOKS	597.00	027019

76,075.36

LOS ANGELES COUNTY LAW LIBRARY

May 1, 2014 - May 31, 2014 (CHECKS)

Account No.: 108000

DATE	PAYEE	FOR	AMOUNT	CHECK NO.
	MARY MARTIN BOOKSELLERS	BOOKS	1,610.00	027020
	NOLO PRESS OCCIDENTAL	BOOKS	218.04	027021
	PRACTISING LAW INSTITUTE	BOOKS	386.96	027022
	STERLING CODIFIERS INC	BOOKS	25.00	027023
	STATE BAR OF TEXAS	BOOKS	93.75	027024
	THOMSON REUTERS TAX & ACCOUNTING	BOOKS	592.15	027025
	WEST ACADEMIC	BOOKS	84.75	027026
	THOMSON REUTERS	BOOKS	3,292.22	027027
	UNIVERSITY OF WISCONSIN LAW SCHOOL	BOOKS	60.00	027028
	WILLIAM S HEIN & CO ** VOIDED *****	BOOKS	0.00	027029
May 8				
	DORILA CORREA CARLOS E GIBBS	BOOKS	1,769.00	027030
May 9				
	AT&T	TELECOM	854.24	027031
	AT&T MOBILITY	TELECOM	167.89	027032
	BANDWIDTH.COM, INC.	TELECOM	319.28	027033
	CONSOLIDATED DISPOSAL SVC	BLDG SVCS	238.69	027034
	ESTHER EASTMAN	MILEAGE	27.97	027035
	LORENZO GALLARDO	REPAIR & MAINTENA	270.00	027036
	GST	SERVICES	2,539.31	027037
	L A DEPT WATER & POWER	WATER/SEWER	548.90	027038
	THE LOCKSMITH GUYS	REPAIR & MAINTENA	122.35	027039
	MEGAPATH ** VOIDED *****	TELECOM	0.00	027040
	MALINDA MULLER	REIMBURSEMENT	100.46	027041
	OCLC INC	BIBLIOGRAPHICAL S	654.06	027042
	PAN AMERICAN PEST CONTROL CO	BUILDING SERVICE	98.00	027043
	PLAZA CARPET COMPANY	INTERIOR BLDG IMP	650.00	027044
	ROMERO MAINTENANCE CO.	JANITORIAL	8,421.43	027045
	JEREMY SAMLER	REIMBURSEMENT	93.14	027046
	SCHINDLER ELEVATOR CORP.	ELEVATOR MAINTEN	394.12	027047
	SECURITAS SECURITY	SECURITY	5,145.91	027048
	SEPCO EARTHSCAPE, INC	LANDSCAPING	1,050.00	027049
	TIME WARNER CABLE	TELECOM	1,204.75	027050
	VALLEY WIDE AIR	REPAIR & MAINTENA	200.00	027051
	VELASQUEZ DRYWALL INC.	INTERIOR BLDG IMP	7,700.00	027052
	MEGAPATH ** VOIDED *****	TELECOM	0.00	027053
	MEGAPATH	TELECOM	72.54	027054
	MEGAPATH	TELECOM	357.05	027055
	MEGAPATH	TELECOM	357.05	027056
May 12				
	GE MONEY BANK AMAZON	BOOKS	219.26	027057
	BERNAN ASSOCIATES	BOOKS	192.60	027058
	BLOOMBERG BNA	BOOKS	191.58	027059
	LEXISNEXIS CANADA BUTTERWORTHS CANA	BOOKS	770.56	027060
	CAMBRIDGE UNIVERSITY PRESS	BOOKS	233.93	027061

115,800.55

LOS ANGELES COUNTY LAW LIBRARY

May 1, 2014 - May 31, 2014 (CHECKS)

Account No.: 108000

Page 4

DATE	PAYEE	FOR	AMOUNT	CHECK NO.
	CARSWELL COMPANY LTD	BOOKS	8.25	027062
	COMERCIAL CELIS LIMITADA	BOOKS	179.00	027063
	EIBUN HOREI SHA INC	BOOKS	1,407.00	027064
	GAUNT	BOOKS	460.33	027065
	OTTO HARRASSOWITZ	BOOKS	877.47	027066
	INTERNATIONAL RISK MANAGEMENT INSTI	BOOKS	343.00	027067
	JONES MCCLURE PUBLISHING	BOOKS	201.00	027068
	LAW JOURNAL PRESS	BOOKS	1,723.20	027069
	LAW PUBLISHERS	BOOKS	610.00	027070
	LRP PUBLICATIONS	BOOKS	159.50	027071
	MARY MARTIN BOOKSELLERS	BOOKS	782.00	027072
	PENNSYLVANIA BAR INSTITUTE	BOOKS	87.00	027073
	PRACTISING LAW INSTITUTE	BOOKS	822.30	027074
	SAN DIEGO DAILY TRANSCRIPT	BOOKS	444.00	027075
	CITY OF THOUSAND OAKS	BOOKS	50.60	027076
	JOHN WILEY & SONS INC	BOOKS	155.21	027077
May 13				
	WILLIAM S HEIN & CO	BOOKS	1,750.44	027078
May 15				
	SCOTT DAVID KISSACK	REIMBURSEMENT	329.51	027079
	FRED CHARLES DRESBEN	REFUND	140.00	027080
	ZOLTAN M MIHALY	REFUND	140.00	027081
	NINA LI HONG	REFUND	125.00	027082
	PANKAJ S RAVAL	REFUND	39.00	027083
	CORCORAN QUALITY GRAPHICS	COLLATERAL MATER	516.66	027084
	ENVISIONWARE, INC.	COPY CENTER EXPE	4,534.65	027085
	LA LAWYERS PHILHARMONIC	ADVERTISING	600.00	027086
May 21				
	WOLTERS KLUWER LAW & BUSINESS	BOOKS	358.45	027087
	BOOK HOUSE INC	BOOKS	253.12	027088
	LEXISNEXIS CANADA BUTTERWORTHS CANA	BOOKS	138.29	027089
	CARSWELL COMPANY LTD	BOOKS	311.49	027090
	CONTINUING EDUCATION OF THE BAR CAL	BOOKS	1,107.24	027091
	COUTTS LIBRARY SERVICES	BOOKS	148.43	027092
	ENERGY & MINERAL LAW FOUNDATION	BOOKS	98.00	027093
	INGRAM LIBRARY SERVICES	BOOKS	137.78	027094
	JAMES PUBLISHING INC	BOOKS	490.62	027095
	JURIS PUBLISHING INC	BOOKS	136.50	027096
	MONTANA LEGISLATIVE SERVICES DIVISI	BOOKS	400.00	027097
	THOMPSON PUBLISHING GROUP	BOOKS	692.10	027098
	THOMSON REUTERS TAX & ACCOUNTING	BOOKS	648.28	027099
	UNITED NATIONS PUBLICATIONS	BOOKS	85.54	027100
	YBP LIBRARY SERVICES	BOOKS	452.04	027101
May 23				
	ARYEH GREENFIELD A G PUBLICATIONS	BOOKS	140.00	027102

138,144.51

LOS ANGELES COUNTY LAW LIBRARY

May 1, 2014 - May 31, 2014 (CHECKS)

Account No.: 108000

Page 5

DATE	PAYEE	FOR	AMOUNT	CHECK NO.
	GE MONEY BANK AMAZON	BOOKS	269.21	027103
	WOLTERS KLUWER LAW & BUSINESS	BOOKS	614.60	027104
	BERNAN ASSOCIATES	BOOKS	140.17	027105
	CONTINUING EDUCATION OF THE BAR CAL	BOOKS	1,653.36	027106
	CIVIC RESEARCH INSTITUTE RSCR	BOOKS	105.95	027107
	COMERCIAL CELIS LIMITADA	BOOKS	875.00	027108
	COUTTS LIBRARY SERVICES	BOOKS	5,007.85	027109
	OTTO HARRASSOWITZ	BOOKS	1,284.15	027110
	IMMIGRANT LEGAL RESOURCE CENTER	BOOKS	683.15	027111
	INGRAM LIBRARY SERVICES	BOOKS	258.28	027112
	JAMES PUBLISHING INC	BOOKS	112.94	027113
	KANSAS JUDICIAL COUNCIL	BOOKS	75.00	027114
	KINOKUNIYA BOOK STORES OF AMERICA	BOOKS	2,615.13	027115
	LAWPRESS CORPORATION	BOOKS	573.35	027116
	LAWRENCE PUBLISHING CO	BOOKS	560.00	027117
	LEXISNEXIS BUTTERWORTHS	BOOKS	2,842.63	027118
	MASSACHUSETTS CONTINUING LEGAL EDUC	BOOKS	202.50	027119
	INSTITUTE OF CONTINUING LEGAL EDUCA	BOOKS	122.50	027120
	MICROJURIS	BOOKS	350.00	027121
	BOAST NYBERG	BOOKS	185.00	027122
	PROP 65 NEWS	BOOKS	175.85	027123
	PRACTISING LAW INSTITUTE	BOOKS	305.21	027124
	QUALITY CODE PUBLISHING	BOOKS	40.02	027125
	STATE HUMANE ASSOCIATION OF CALIFOR	BOOKS	62.00	027126
	SOLANO PRESS BOOKS	BOOKS	99.10	027127
	SPECIALTY TECHNICAL PUBLISHERS INC	BOOKS	660.00	027128
	THOMSON REUTERS TAX & ACCOUNTING	BOOKS	833.04	027129
	WEST ACADEMIC	BOOKS	312.90	027130
	STATE BAR OF WISCONSIN	BOOKS	12.50	027131
	YBP LIBRARY SERVICES	BOOKS	923.58	027132
May 27				
	STATE BOARD OF EQUALIZATION	USE TAX	1,280.00	027133
May 28				
	AMERICAN RELOCATION & LOGISTIC	SERVICES	745.42	027134
	AMERICAN EXPRESS	BUSINESS CARD	3,066.66	027135
	AT&T MOBILITY	TELECOM	165.71	027136
	BRIDGES FILTER SERVICE, INC	MAINTENANCE	132.14	027137
	CDW GOVERNMENT INC	SERVICES	2,361.00	027138
	COUNTY OF LOS ANGELES	BANK CHARGES	70.99	027139
	EMPLOYMENT DEVELOPMENT DEPT	UI	229.00	027140
	GUARDIAN	PREPAID EXP	7,348.77	027141
	INDEPENDENT STATIONERS	SUPPLIES - OFFICE	86.66	027142
	INFINISOURCE INC	PAYROLL/HR ADMIN	75.00	027143
	COUNTY OF LOS ANGELES	HEATING/COOLING	2,361.17	027144
	KONICA MINOLTA BUSINESS	COPY CENTER	1,071.40	027145

182,324.19

**LOS ANGELES COUNTY LAW LIBRARY**  
**May 1, 2014 - May 31, 2014 (CHECKS)**  
**Account No.: 108000**

DATE	PAYEE	FOR	AMOUNT	CHECK NO.
	LOS ANGELES EDUCATION PARTNERSHIP	PREPAID EXP	3,500.00	027146
	MANAGE EASE INCORPORATED	CONSULTING	112.50	027147
	MEGAPATH	TELECOM	72.56	027148
	METROLINK	TMP	1,966.50	027149
	NRA GROUP, LLC	BOOK REPLACEMEN	137.27	027150
	OFFICE DEPOT	SUPPLIES - OFFICE	450.78	027151
	SAGE SOFTWARE, INC.	SERVICES	1,956.61	027152
	SECURITAS SECURITY	SECURITY	4,971.54	027153
	STATE COMPENSATION INSURANCE FUND	PREPAID INS	6,981.58	027154
	UNITED PARCEL SERVICE	DELIVERY/POSTAGE	11.07	027155
	ELIZABETH ALCAZAR	REFUND	125.00	027156
	MARGARET AMBROSE	REFUND	125.00	027157
	TORII & AWAKUNI LLP	REFUND	400.00	027158
	SANDOR T BOXER	REFUND	125.00	027159
	STEVEN A BLUM	REFUND	125.00	027160
	ROBERT S BRAZELTON	REFUND	125.00	027161
	CRAIG W BRUNET	REFUND	125.00	027162
	DAVID A B BURTON	REFUND	125.00	027163
	JONATHAN C CAPP	REFUND	85.00	027164
	PO-CHIEN CHEN	REFUND	125.00	027165
	HAMID MOGHARABIAN FARD	REFUND	125.00	027166
	ALINA GOTTLIEB	REFUND	125.00	027167
	ROGER M GRACE	REFUND	125.00	027168
	GLEN TODD JONAS	REFUND	125.00	027169
	JAMES L KELLNER	REFUND	125.00	027170
	LINDA S KLIBANOW	REFUND	125.00	027171
	BERNARD LAUER	REFUND	125.00	027172
	OLGA LOPEZ	REFUND	125.00	027173
	MAGDA MADRIGAL	REFUND	125.00	027174
	W MICHAEL MAYOCK	REFUND	125.00	027175
	PORTASHA R MOORE	REFUND	125.00	027176
	MORENO & PEREZ	REFUND	400.00	027177
	RICHARD A MOSS LAW OFFICES	REFUND	400.00	027178
	MARTIN STUART RUDOY	REFUND	125.00	027179
	JAMES LEO SCOTT	REFUND	125.00	027180
	SHERIF HELMY SHOKRALLA	REFUND	125.00	027181
	JULIA SKLAR	REFUND	125.00	027182
	IUNGERICH & SPACKMAN	REFUND	400.00	027183
	NIKOS A STAMOS	REFUND	125.00	027184
	FANNY TAGAWA	REFUND	125.00	027185
	BRYAN MICHAEL WEISS	REFUND	125.00	027186

203,919.60

**LOS ANGELES COUNTY LAW LIBRARY**  
**May 1, 2014 - May 31, 2014 (WARRANTS)**  
**Account No.: 102000**

DATE	PAYEE	FOR	AMOUNT	CHECK NO.
May 14	L A DEPT WATER & POWER	ELECTRIC/FIRE	15,983.32	TS00201555
	LEXISNEXIS ONLINE SERVICES	BOOKS	15,300.00	TS00201555
	PASADENA CONSTRUCTION & INTERIORS	INTERIOR BLDG IMP	10,071.00	TS00201555
	THOMSON REUTERS	BOOKS	76,477.33	TS00201555
	WILLIAM S HEIN & CO	BOOKS	11,301.51	TS00201555
May 21	LEXISNEXIS BUTTERWORTHS	BOOKS	10,722.00	T002019130
	THOMSON REUTERS	BOOKS	65,249.17	T002019130
May 22	THOMSON REUTERS	BOOKS	23,690.74	T002020695
May 30	CALPERS	PREPAID EXP	46,280.28	TS00202382
	THOMSON REUTERS	BOOKS	11,176.95	TS00202382

286,252.30

## MEMORANDUM

**DATE:** June 24, 2014

**TO:** Board of Law Library Trustees

**FROM:** Sandra Levin, Executive Director  
John Kohl, Finance Director

**RE:** Implementation of Cash Rewards Payment System

### BACKGROUND

This report focuses on different payment systems that offer cash rewards for purchases made by the Law Library. In particular, Staff researched business credit cards and payment systems that offer reward programs, in either points or cash and determined that the use of a reward program would generate revenue (or an offset to expense, depending on the system) for the Law Library of approximately 1% of expenditures. Staff has identified and is in the process of implementing a combined ePayable and credit card program that will provide rewards to the Law Library for purchases made.

### RESEARCH RESULTS

Credit cards and payment programs offering the greatest rewards for small businesses included:

- Bank of America – ePayables with either Mastercard or VISA
- American Express Corporate Cards – Green, Gold, Platinum
- Capital One Spark Cash Select for Business
- The Business Gold Rewards Card from American Express
- SimplyCash Business Card from American Express
- Capital One Spark Cash for Business
- Capital One Spark Classic for Business
- Ink Cash Business Card – Chase

All of the card companies listed offer either cash back or points.

Unfortunately, many of the business cards rewards programs require individual credit verification and personal liability for the organization's purchases. We eliminated card programs which required personal liability, leaving either Bank of America ePayables with Mastercard or VISA and the American Express Corporate Cards: Green, Gold, and Platinum. The attached chart compares the two payment programs.

The American Express Corporate Cards rewards system is based upon points redeemable for merchandise, entertainment, and travel. No cash rewards are offered, however, a credit of 1% of the points is available as a credit to the statement, providing effectively the same benefit as cash.



Bank of America ePayables rewards program combines payments made through designated vendors with charges to Mastercard or VISA card. The Bank of America ePayables option includes a Mastercard or VISA card that can be used for purchases which are not on the pre-approved vendor list but are also included in the rewards program. Bank of America aggregates the expenditures of all California Public Sector clients in one program to provide the highest rebate based on each client's annual spend level.

A review of legal materials vendors indicates that most major vendors will accept VISA or Mastercard payments. Based on a conservative level of expenditure of \$1,200,000 annually (of our \$3,000,000 collections budget) using the ePayables system, the Library rebate would be 1.37% or approximately \$16,500.

It is doubtful that we could attain this level of activity with the American Express Cards due to acceptability of this card versus Mastercard or VISA. Both payment systems provide an additional 15 days payable outstanding. Fraud is minimal with the ePayables system since the amount of the authorized payment equals the payment file transmitted to Bank of America from our Accounting Department. After the vendor charges the approved amount from Bank of America, the card-available-to-charge amount returns to zero. American Express charge cards are more susceptible to fraud since the maximum charge amount is static.

Both Bank of America ePayables and American Express charge fees for foreign transactions which are 1% and 2.1% respectively. As a result, payments for foreign transactions were not included in the estimated annual expenditure.

Bank of America ePayables program requires a minimum annual spend of \$500,000 to qualify for rewards. Rewards are paid on a quarterly basis as long as the projected annualized spending equals or exceeds \$500,000. If the annualized \$500,000 spending level is not met, Bank of America will continue working with the Library vendors to increase the spending level to meet the rewards threshold. If the Library decides to terminate the ePayables program, written notice will suffice without advance notification.

The process for writing and signing checks is time-consuming. The use of credit cards and an ePayable system should also save staff time by aggregating and streamlining the process for paying vendors. However, the authorization and approval required to make an expenditure, and the process for obtaining approval, will not change.

#### **RECOMMENDATION**

Considering the advantages of the ePayables system, Staff recommends to implement this payables program in conjunction with Mastercard or VISA. The next step is to submit our listing of vendors to the Bank of America ePayables representative to determine the existing and potential future participation with ePayables or acceptance of Mastercard and /or VISA for payments. Bank of America will confirm ePayables existing and future participation by contacting our vendors from the information we provide to them. The outcome of this process will help us decide whether the ePayables program is viable for the Library.



**DISCUSSION ITEM 3.3 | ATTACHMENT**

Vendor	Program / Card	Details / Rewards	Liability / Cost
<p><b>American Express</b></p>	<p>American Express Corporate Card</p>	<p>Corporate Membership Rewards Program</p> <p>How points can be used:</p> <ul style="list-style-type: none"> <li>• Book airline travel or hotel through Pay with Points (with no blackouts): <b>10,000 points = \$100*</b></li> <li>• Merchandise &amp; Entertainment</li> <li>• ShopAmex.com, Amazon.com</li> <li>• Business products &amp; services</li> <li>• Points for meetings</li> <li>• Use points for statement credit: <b>10,000 points = \$100, or 1%</b></li> <li>• No cash payment to corporation for rewards</li> </ul> <p>How points accrue:</p> <ul style="list-style-type: none"> <li>• 1 point per eligible \$1 spent – eligible means charges made by vendors. Fees on account are not eligible, e.g., late fees, annual member’s fee, etc.</li> <li>• Points have no expiration date</li> <li>• No limit on the points company can earn</li> </ul> <p>Other features:</p> <ul style="list-style-type: none"> <li>• Unlimited number of cards</li> <li>• Spending limit possible for approval at \$150,000 to \$200,000 per month. Underwriters are flexible.</li> <li>• Utilize card as credit card</li> <li>• 30 – 60 days additional cash float compared to traditional check payment system</li> </ul> <p>Foreign Purchases: 2.1% fee assessed on card purchases made outside of the United States.</p> <p>*Ratios subject to change.</p>	<p>Corporate Liability</p> <p>Green \$35/year Business Purchased</p> <p>Gold \$125/year Travel Benefits</p> <p>Platinum \$395/year Executive Travel Benefits</p>

(Continues on page 2)

**DISCUSSION ITEM 3.3 | ATTACHMENT**

<p><b>Bank of America Merrill Lynch</b></p>	<p>ePayables for Government</p>	<p>How the service works:</p> <ol style="list-style-type: none"> <li>1. We provide BofA our most current vendor payment information to be matched to known vendors currently accepting card payments</li> <li>2. BofA then assigns unique card account numbers to targeted vendors. We can also elect to pay with the Card Shuffler solution, which assigns a unique card number at random for each payment</li> <li>3. Using our pre-determined format, we transmit a payment file to the bank through FTP with invoice payment information</li> <li>4. Once BofA receives the file, BofA increases the “available-to-charge” amounts on the appropriate vendor accounts to the approved payment amount, and authorize vendors to process their charges. Once processed, each vendor’s “available-to-charge” amount returns to zero dollars</li> <li>5. When charged appropriately, reconciliation occurs, on an automated basis, and BofA sends a confirmation file to our ERP/treasury workstation</li> <li>6. BofA consolidates all our payments into one statement generated at the end of our billing cycle</li> </ol> <p>Other benefits:</p> <ol style="list-style-type: none"> <li>1. Bank of America Merrill Lynch is the largest issuer of ePayables programs in North America.</li> <li>2. Replace 30-40% of targeted AP check volume per typical enrollment volume.</li> <li>3. Extends days payable outstanding to 50 days vs. typical payment terms of net 30.</li> <li>4. ePayables implementation typically takes 30-60 days to be operational.</li> <li>5. Purchases from either Mastercard or VISA purchasing cards issued by BofA are combined with ePayables vendor payments towards rewards benefits.</li> </ol> <p>Foreign Purchases: 1% charged on all foreign purchases.</p> <p>Rebates: Rebates are paid based on a minimum annual spend of \$500,000 combined with payment cycle and grace period. For the LA Law Library, using a very conservative annual spend estimate through ePayables combined with BofA Mastercard or VISA of \$1,211,852 per year, the rebate is 137 basis points or 1.37% equaling \$16,602 annually. This annual spend excludes payroll related costs, depreciation, and foreign collection purchases forecast for FY2015. BofA aggregates the spend of all our California Public Sector clients to provide the highest rebate based on each client’s spend.</p>	<p>Corporate Liability</p> <p>No enrollment fee</p> <p>Mastercard/VISA Purchasing Card No enrollment fee</p> <p>Corporate Liability</p>
---	-------------------------------------	---	---

**MEMORANDUM**

**DATE:** June 24, 2014

**TO:** Board of Law Library Trustees

**FROM:** Sandra Levin, Executive Director

**RE:** Approval of Operating and Capital Expenditures Budget for Fiscal Year 2014-2015

**INTRODUCTION**

Staff is requesting that the Board of Trustees approve the FY2015 Budget proposal as presented by staff, recommended by the Budget Committee and discussed previously at the Meeting of May 27, 2014. The proposed budget (Income and Expense Operations Summary, Cash Flow, Item Detail and Capital Projects) is attached. The figures for FY2014 forecast have been adjusted to reflect additional information received since the Board meeting last month.

Attached for your convenience please also find the following previously distributed materials: the May 2014 staff report including an overview of the budget, a discussion of alternatives and the Budget Committee’s recommendations; a list of alternative cuts and enhancements; and long-term (3-5 year) capital project projections.

**BACKGROUND AND ANALYSIS**

Although the proposed FY2015 budget results in negative net income largely as a result of declining filing fee revenue, the budget nonetheless reflects substantial cutbacks and includes all cuts identified that did not significantly affect level of service. These efforts have been significant but cannot fully compensate for the multi-million dollar loss in filing fee revenue.

As recommended by the Committee and discussed previously, a furlough has been included in the budget. This cut entails up to 12 mandatory furlough days for benefited staff only, several of which would occur between Christmas and New Year’s Day. The salary savings associated with this alternative would be \$121,238 which is reflected in the attached budget.

After meeting and conferring, SEIU representatives have indicated that they will object to a furlough of this length on behalf of represented employees. A majority of the budget subcommittee met telephonically to discuss the furlough and the anticipated response by SEIU. (Judge Goetz was out of town and could not participate.) While the



committee and management regret any inconvenience or impact on employees, the operating deficit is large and of significant concern, a furlough appears to be the most equitable means to spread the cost of an impact across all departments and steps have been taken to mitigate any impact (e.g., by allowing the use of vacation time and individual scheduling of the majority of the days). The committee and the Executive Director therefore continue to recommend the proposed furlough.<sup>1</sup>

Additional cuts are not recommended due to the negative impact on service levels.

#### **RECOMMENDATION**

Staff is requesting that the Board of Trustees:

- 1) Approve the proposed budget for FY2015 (including Income and Expense Operations Summary, Cash Flow, Item Detail and Capital Projects); and
- 2) Place a cap on the use of reserves to offset operating losses not to exceed \$1M over the next two years. If losses are forecast to continue beyond FY2016 or to exceed the \$1M cap, then staff is directed to present cost reduction strategies and engage in discussion with the Board regarding service cuts necessary to balance the budget.



---

<sup>1</sup> Some employees have offered to 'donate' vacation time to other employees who do not accrue at least 12 days of vacation per year (in order to avoid any employees being forced to go without pay). The Executive Director will act administratively to either accept such donations or otherwise mitigate the impact of the 12 day furlough on employees who do not accrue at least 12 days per year.

# Los Angeles Law Library: Summary

Forecast: Fiscal Year Ending 6/30/15

CONSENT ITEM 3.4 | ATTACHMENT 1

GL No.	Actual				Budget 2014	Forecast 2014	Budget 2015	\$ Inc (Dec) relative to Forecast	% Inc (Dec) relative to Forecast
	2010	2011	2012	2013					
<b>Summary:</b>									
<b>Income</b>									
L.A. Superior Court Fees	9,683,450	9,357,625	8,386,731	7,684,540	7,520,156	7,129,218	6,958,116	(171,101)	-2.4%
Interest	137,278	121,846	108,349	64,286	60,504	52,070	104,305	52,235	100.3%
Parking	715,260	703,988	718,308	556,182	540,000	600,843	530,000	(70,843)	-11.8%
Library Services	417,051	461,671	438,065	420,309	510,137	505,982	466,850	(39,132)	-7.7%
<b>Total Income</b>	<b>10,953,039</b>	<b>10,645,130</b>	<b>9,651,454</b>	<b>8,725,317</b>	<b>8,630,797</b>	<b>8,288,113</b>	<b>8,059,271</b>	<b>(228,841)</b>	<b>-2.8%</b>
<b>Expense</b>									
Staff	3,679,138	4,025,862	4,319,591	4,217,089	4,178,130	4,072,136	3,981,067	(91,068)	-2.2%
Library Materials	3,456,319	3,736,623	3,879,820	3,400,726	3,300,000	3,029,819	2,846,538	(183,281)	-6.0%
Library Materials Transferred to Assets	(3,456,319)	(3,736,623)	(3,879,820)	(3,400,726)	(3,300,000)	(3,029,819)	(2,846,538)	183,281	-6.0%
Facilities	750,142	849,945	938,650	818,429	863,425	816,602	856,695	40,093	4.9%
Technology & Data	119,289	147,149	145,052	123,805	151,045	114,427	126,759	12,332	10.8%
General	358,255	675,117	187,918	114,937	90,245	75,198	82,592	7,394	9.8%
Professional Development	53,329	128,899	73,013	29,557	18,415	19,040	17,937	(1,103)	-5.8%
Communications & Marketing	7,924	27,020	39,237	26,675	38,000	9,750	11,420	1,670	17.1%
Travel & Entertainment	3,666	3,516	5,301	7,221	3,800	2,166	3,755	1,589	73.4%
Professional Services	41,339	140,254	105,032	78,188	50,750	44,576	66,996	22,420	50.3%
Depreciation	2,884,838	3,057,995	3,171,013	3,412,815	3,280,356	3,264,023	3,330,588	66,566	2.0%
<b>Total Expenses</b>	<b>7,897,918</b>	<b>9,055,756</b>	<b>8,984,808</b>	<b>8,828,716</b>	<b>8,674,167</b>	<b>8,417,917</b>	<b>8,477,810</b>	<b>59,892</b>	<b>0.7%</b>
<b>Net Income</b>	<b>3,055,120</b>	<b>1,589,374</b>	<b>666,646</b>	<b>(103,399)</b>	<b>(43,369)</b>	<b>(129,805)</b>	<b>(418,539)</b>	<b>(288,734)</b>	<b>222.4%</b>
Extraordinary Income	0	0	0	0	1,737,950	715,222	130,000	(585,222)	-81.8%
Extraordinary Expense	0	0	0	1,270,607	246,976	312,901	0	(312,901)	-100.0%
OPEB Expense	569,360	556,446	323,182	291,978	325,000	325,002	277,804	(47,198)	-14.5%
<b>Net Income Including Extraordinary Items</b>	<b>2,485,760</b>	<b>1,032,928</b>	<b>343,464</b>	<b>(1,665,984)</b>	<b>1,122,605</b>	<b>(52,485)</b>	<b>(566,343)</b>	<b>(513,858)</b>	<b>979.1%</b>
									0.0%
<b>Capitalized Expenditures</b>	<b>484,304</b>	<b>321,720</b>	<b>6,385,014</b>	<b>358,753</b>	<b>698,400</b>	<b>110,523</b>	<b>815,000</b>	<b>704,477</b>	<b>637.4%</b>
<b>Full-Time Equivalent Employees</b>	<b>NA</b>	<b>NA</b>	<b>NA</b>	<b>57.1</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0%</b>

# Los Angeles Law Library: Summary

Forecast: Fiscal Year Ending 6/30/15

GL No.		Actual				Budget 2014	Forecast 2014	Budget 2015	\$ Inc (Dec) relative to Forecast	% Inc (Dec) relative to Forecast
		2010	2011	2012	2013					
<b>Detailed Budget:</b>										
<b>Income:</b>										
303300	L.A. Superior Court Fees	9,683,450	9,357,625	8,386,731	7,684,540	7,520,156	7,129,218	6,958,116	(171,101)	-2.4%
	Interest:									
311000	Interest - LAIF	66,854	50,171	16,269	4,013	2,400	3,088	3,000	(88)	-2.8%
312000	Interest - General Fund	66,903	68,548	89,699	58,563	56,160	47,190	12,350	(34,840)	-73.8%
313000	Interest - Deposit Fund	3,521	3,126	2,382	1,710	1,944	1,792	1,755	(37)	-2.1%
313500	Interest - Bonds							87,200		
	Subtotal	137,278	121,846	108,349	64,286	60,504	52,070	104,305	52,235	100.3%
Parking:										
330100	Parking	715,260	703,988	718,308	556,182	525,000	600,843	525,000	(75,843)	-12.6%
330105	Valet Parking	0	0	0	0	15,000	0	5,000	5,000	0.0%
	Subtotal	715,260	703,988	718,308	556,182	540,000	600,843	530,000	(70,843)	-11.8%
Library Services:										
330150	Annual Borrowing Fee	100,745	50,795	10,475	5,600	6,000	3,204	0	(3,204)	-100.0%
330140	Annual Members Fee	18,481	59,493	76,632	95,117	91,962	105,160	102,000	(3,160)	-3.0%
330340	Course Registration	1,963	7,436	2,570	15,024	22,212	25,002	24,350	(652)	-2.6%
330129	Copy Center	82,811	85,126	75,371	73,958	57,000	64,779	60,000	(4,779)	-7.4%
330205	Document Delivery	25,217	24,403	30,176	25,734	27,600	29,120	25,200	(3,920)	-13.5%
330210	Fines	53,581	46,472	45,980	49,962	50,400	49,489	45,000	(4,489)	-9.1%
330310	Miscellaneous	12,855	14,055	18,102	1,975	3,600	35,164	13,300	(21,864)	-62.2%
330330	Room Rental	3,150	4,809	(309)	24,722	100,000	29,848	33,000	3,152	10.6%
330350	Book Replacement	4,091	5,833	720	3,250	2,735	6,036	3,000	(3,036)	-50.3%
330360	Forfeited Deposits	9,734	17,619	28,474	0	2,800	2,800	0	(2,800)	-100.0%
330400	Friends of Law Library	100,000	140,000	143,000	120,000	120,000	135,000	120,000	(15,000)	-11.1%
330420	Grants	0	0	0	0	20,000	2,000	0	(2,000)	-100.0%
330450	Vending	4,424	5,631	6,874	4,967	5,828	3,886	4,000	114	2.9%
330465	Special Events Income	0	0	0	0	0	14,493	37,000	22,507	155.3%
	Subtotal	417,051	461,671	438,065	420,309	510,137	505,982	466,850	(39,132)	-7.7%
	Total Income	10,953,039	10,645,130	9,651,454	8,725,317	8,630,797	8,288,113	8,059,271	(228,841)	-2.8%
<b>Expenses:</b>										
Staff:										
501000	Salaries (benefits eligible)	2,830,785	2,904,818	3,120,437	2,774,611	2,672,466	2,550,107	2,514,375	(35,732)	-1.4%
501025	Staff Vacancy Offset (Ben. Eligible)							(50,288)		
501050	Salaries (benefits ineligible)				349,078	317,332	313,104	302,613	(10,492)	-3.4%
501075	Staff Vacancy Offset (Ben. Ineligible)							(3,994)		
502000	Social Security	164,928	169,884	181,290	180,729	185,367	169,565	174,653	5,088	3.0%
503000	Medicare	39,877	40,750	43,562	43,427	43,352	41,083	40,846	(237)	-0.6%
511000	Retirement	0	33,228	156,881	117,765	178,968	270,114	282,267	12,152	4.5%
512000	Health Insurance	444,326	554,436	550,361	551,922	601,757	500,609	521,252	20,643	4.1%
513000	Disability Insurance	8,649	8,522	8,613	2,797	4,347	5,010	4,519	(491)	-9.8%
514000	Dental Insurance	47,059	54,745	57,087	61,733	64,800	59,738	73,303	13,565	22.7%
514500	Vision Insurance	8,761	9,515	9,805	9,016	10,241	8,413	9,676	1,264	15.0%
515000	Life Insurance	1,712	1,714	1,729	1,660	1,638	1,148	1,282	135	11.7%
515500	Vacancy Benefits Offset							(22,156)		
516000	Workers Compensation Insurance	30,870	36,560	73,908	114,345	108,563	116,954	90,819	(26,135)	-22.3%
517000	Unemployment Insurance	29,830	25,253	33,147	8,328	0	441	0	(441)	-100.0%
514010	Temporary Employment	38,274	98,327	37,417	22,551	10,000	2,900	5,900	3,000	103.4%

# Los Angeles Law Library: Summary

Forecast: Fiscal Year Ending 6/30/15

GL No.		Actual				Budget 2014	Forecast 2014	Budget 2015	\$ Inc (Dec) relative to Forecast	% Inc (Dec) relative to Forecast
		2010	2011	2012	2013					
514015	Recruitment	7,930	14,436	17,038	5,584	1,800	3,612	0	(3,612)	-100.0%
517500	Accrued Sick Expense	(7,944)	30,977	1,803	(46,026)	(2,500)	(2,500)	3,000	5,500	-220.0%
518000	Accrued Vacation Expense	7,068	14,718	(4,125)	(10,846)	(50,000)	0	3,000	3,000	0.0%
518550	TMP	9,451	13,854	14,539	13,815	12,000	14,639	15,000	361	2.5%
518560	Payroll and Benefit Administration	17,563	14,125	16,099	16,600	18,000	17,199	15,000	(2,199)	-12.8%
	Total - Staff	3,679,138	4,025,862	4,319,591	4,217,089	4,178,130	4,072,136	3,981,067	(91,068)	-2.2%
	Library Materials:									
601999	American Continuations	2,061,832	2,323,126	2,456,456	2,436,509	2,419,435	2,251,666	2,144,105	(107,562)	-4.8%
602999	American New Orders	214,198	141,030	104,494	64,323	98,977	75,189	73,418	(1,771)	-2.4%
609199	Branch Continuations	336,981	360,265	364,945	82,479	56,087	47,161	46,817	(344)	-0.7%
609299	Branch New Orders	2,192	18,048	2,580	5,262	1,320	338	999	661	195.6%
603999	Commonwealth Continuations	373,214	411,086	475,894	417,153	349,718	297,593	272,323	(25,270)	-8.5%
604999	Commonwealth New Orders	6,587	6,417	5,474	3,053	2,309	288	1,732	1,444	501.4%
605999	Foreign Continuations	226,351	218,653	236,912	209,387	197,954	185,057	163,397	(21,660)	-11.7%
606999	Foreign New Orders	21,959	33,692	32,572	5,055	19,795	11,620	14,846	3,226	27.8%
607999	International Continuations	142,305	137,504	144,425	138,264	112,174	125,475	94,183	(31,292)	-24.9%
608999	International New Orders	13,500	13,811	15,397	6,756	6,598	6,618	4,949	(1,669)	-25.2%
609399	General/Librarianship Continuations	54,228	70,782	37,736	30,861	32,992	27,266	27,790	524	1.9%
609499	General/Librarianship New Orders	2,971	2,210	2,935	1,624	2,639	1,547	1,979	432	27.9%
	Subtotal	3,456,319	3,736,623	3,879,820	3,400,726	3,300,000	3,029,819	2,846,538	(183,281)	-6.0%
690000	Library Materials Transferred to Assets	(3,456,319)	(3,736,623)	(3,879,820)	(3,400,726)	(3,300,000)	(3,029,819)	(2,846,538)	183,281	-6.0%
	Balance	0	0	0	0	0	0	0	0	0.0%
	Facilities:									
801005	Repair & Maintenance	24,713	33,406	67,701	32,558	36,060	39,572	34,668	(4,904)	-12.4%
801010	Building Services	16,059	19,547	16,209	15,127	21,090	18,181	24,000	5,819	32.0%
801015	Cleaning Supplies	20,287	42,019	20,566	19,336	21,700	13,533	15,504	1,971	14.6%
801020	Electricity & Water	104,899	119,814	118,730	114,028	126,618	111,067	132,000	20,933	18.8%
801025	Elevator Maintenance	14,203	14,393	44,034	15,612	14,610	16,265	15,000	(1,265)	-7.8%
801030	Heating & Cooling	29,868	27,267	35,288	33,598	35,900	29,060	29,117	57	0.2%
801035	Insurance	255,762	265,871	285,074	264,955	273,978	255,149	280,664	25,515	10.0%
801040	Janitorial Services	84,990	87,458	87,841	98,174	100,521	102,054	105,060	3,006	2.9%
801045	Landscaping	16,885	17,310	4,800	6,300	14,400	16,125	14,400	(1,725)	-10.7%
801050	Security	165,352	185,265	252,126	197,875	180,632	176,878	162,000	(14,878)	-8.4%
801060	Room Rental Expenses	0	0	0	0	0	13,193	15,600	2,407	18.2%
801065	Special Events Expenses	0	0	0	0	18,500	18,028	18,662	634	3.5%
801100	Furniture & Appliances (<3K)	5,379	16,287	2,176	3,012	5,000	1,518	1,920	402	26.5%
801110	Equipment (<3K)	0	0	0	0	2,800	4,041	3,600	(441)	-10.9%
801115	Building Alterations (<3K)	11,744	21,309	4,105	17,853	11,616	1,936	4,500	2,564	132.4%
	Subtotal	750,142	849,945	938,650	818,429	863,425	816,602	856,695	40,093	4.9%
	Technology:									
801210	Software Maintenance	35,731	44,828	53,459	30,476	36,110	35,916	15,883	(20,033)	-55.8%
801212	Hardware Maintenance							14,748		
801215	Software (<\$3k)	0	0	0	0	30,375	3,120	15,000	11,880	380.8%
801220	Hardware (<\$3k)	15,587	31,530	23,361	12,815	5,000	1,699	4,500	2,801	164.9%
801225	Computer Supplies	0	0	0	0	2,000	976	1,500	524	53.7%
801230	Integrated Library System	39,464	42,367	39,794	42,078	43,560	43,354	45,000	1,646	3.8%
801235	Telecommunications	28,508	28,425	28,438	38,435	33,000	29,328	29,328	0	0.0%

# Los Angeles Law Library: Summary

Forecast: Fiscal Year Ending 6/30/15

GL No.		Actual				Budget 2014	Forecast 2014	Budget 2015	\$ Inc (Dec) relative to Forecast	% Inc (Dec) relative to Forecast
		2010	2011	2012	2013					
801245	Tech & Data - Misc	0	0	0	0	1,000	35	800	765	2185.7%
801250	Services							5,000		
	Subtotal	119,289	147,149	145,052	123,805	151,045	114,427	126,759	12,332	10.8%
	General:									
801310	Bank Charges	4,927	5,768	6,222	6,276	5,940	6,203	6,203	0	0.0%
801315	Bibliographical Services	190,518	487,014	28,347	8,666	9,470	6,637	9,700	3,063	46.1%
801320	Binding	37,284	17,081	0	0	0	0	0	0	0.0%
801325	Board Expense	1,432	2,219	2,102	1,001	1,000	1,265	4,300	3,035	239.9%
801330	Staff meals & events	17,139	19,037	8,485	9,420	2,600	2,465	2,115	(350)	-14.2%
801335	Supplies - Office	23,974	31,148	27,187	18,214	10,000	11,218	11,779	561	5.0%
801337	Supplies - Library materials	0	0	0	12,056	11,103	8,326	9,993	1,666	20.0%
801340	Stationery, business cards, etc.	8,565	11,762	4,734	4,388	6,000	1,320	1,340	20	1.5%
801345	Delivery & Postage	17,647	20,425	20,337	12,108	10,000	4,502	3,900	(602)	-13.4%
801350	Kitchen supplies	3,565	7,880	10,451	10,100	6,132	4,828	4,828	0	0.0%
801365	Grant Application Expenses	0	0	0	0	1,000	0	0	0	0.0%
801370	Copy Center Expense	28,028	27,372	32,521	28,855	27,000	27,681	27,681	0	0.0%
801375	General - Misc	25,177	45,410	47,531	3,852	0	753	753	0	0.0%
801380	Course Registration							0		
801385	Friends of Law Library							200		
	Subtotal	358,255	675,117	187,918	114,937	90,245	75,198	82,592	7,394	9.8%
	Professional Development:									
803105	Travel	10,600	24,176	17,577	11,652	5,100	4,992	4,800	(192)	-3.8%
803110	Meals	0	0	0	0	0	121	0	(121)	-100.0%
803113	Incidental and miscellaneous	0	0	0	0	565	2,030	0	(2,030)	-100.0%
803115	Membership dues	11,767	26,584	16,085	11,675	6,200	6,895	9,614	2,719	39.4%
803120	Registration fees	30,963	78,139	39,351	6,230	3,550	4,402	3,523	(879)	-20.0%
803125	Educational materials	0	0	0	0	3,000	600	0	(600)	-100.0%
	Subtotal	53,329	128,899	73,013	29,557	18,415	19,040	17,937	(1,103)	-5.8%
	Communications & Marketing:									
803205	Services	0	0	6,250	0	11,200	1,200	2,350	1,150	95.8%
803210	Collateral materials	7,924	27,020	32,987	26,675	9,500	457	1,300	843	184.6%
803215	Advertising	0	0	0	0	7,800	5,014	4,350	(664)	-13.2%
803220	Trade shows & Outreach	0	0	0	0	9,500	3,079	3,420	341	11.1%
	Subtotal	7,924	27,020	39,237	26,675	38,000	9,750	11,420	1,670	17.1%
	Travel & Entertainment									
803305	Travel	0	0	0	3,257	0	51	0	(51)	-100.0%
803310	Meals	3,292	2,753	2,587	1,539	0	0	0	0	0.0%
803315	Entertainment	0	0	0	0	0	0	0	0	0.0%
803320	Ground transportation & mileage reimt	374	763	2,715	2,425	3,600	2,114	3,755	1,641	77.6%
803325	Incidental travel expenses	0	0	0	0	200	0	0	0	0.0%
	Subtotal	3,666	3,516	5,301	7,221	3,800	2,166	3,755	1,589	73.4%

# Los Angeles Law Library: Summary

Forecast: Fiscal Year Ending 6/30/15

GL No.		Actual				Budget 2014	Forecast 2014	Budget 2015	\$ Inc (Dec) relative to Forecast	% Inc (Dec) relative to Forecast
		2010	2011	2012	2013					
Professional Services										
804005	Accounting	14,875	14,500	26,400	15,056	15,750	16,560	17,000	440	2.7%
804008	Consulting Services	14,613	8,405	8,136	26,940	5,000	16,542	39,996	23,454	141.8%
804010	Legal	11,851	117,349	70,496	36,192	30,000	7,308	10,000	2,692	36.8%
804015	Other	0	0	0	0	0	4,167	0	(4,167)	-100.0%
	Subtotal	41,339	140,254	105,032	78,188	50,750	44,576	66,996	22,420	50.3%
Depreciation:										
806105	Depreciation - Library Materials	2,703,212	2,819,986	2,964,861	3,024,243	2,851,021	2,887,661	2,976,990	89,329	3.1%
806110	Depreciation Exp - FF&E	181,626	238,010	206,152	388,572	429,335	376,362	353,598	(22,764)	-6.0%
	Subtotal	2,884,838	3,057,995	3,171,013	3,412,815	3,280,356	3,264,023	3,330,588	66,566	2.0%
	Total Expense	7,897,918	9,055,756	8,984,808	8,828,716	8,674,167	8,417,917	8,477,810	59,892	0.7%
	Net Income Before Extraordinary Items	3,055,120	1,589,374	666,646	(103,399)	(43,369)	(129,805)	(418,539)	(288,734)	222.4%
	Extraordinary Income	0	0	0	0	1,737,950	715,222	130,000	(585,222)	-81.8%
	Extraordinary Expense	0	0	0	1,270,607	246,976	312,901	0	(312,901)	-100.0%
518500	OPEB Expense	569,360	556,446	323,182	291,978	325,000	325,002	277,804	(47,198)	-14.5%
	Net Income Including Extraordinary Items	2,485,760	1,032,928	343,464	(1,665,984)	1,122,605	(52,485)	(566,343)	(513,858)	979.1%
Capital Expenditures:										
161100	Furniture / Appliances (>3k)	62,229	40,515	0	0	126,500	0	59,000	59,000	0.0%
161300	Electronics / Computer Hardware (>3k)	44,650	76,552	86,693	12,186	12,500	19,010	21,000	1,990	10.5%
164500	Exterior Building Repairs/ Improvements (>3k)	0	0	6,238,354	215,242	12,400	0	40,000	40,000	0.0%
164000	Interior Improvements / Alterations (>3k)	377,425	204,653	29,141	112,014	427,000	24,254	455,000	430,746	1776.0%
168000	Computer Software	0	0	30,826	19,311	120,000	67,259	240,000	172,741	256.8%
	Total - Capitalized Expenditures	484,304	321,720	6,385,014	358,753	698,400	110,523	815,000	704,477	637.4%

Forecast: Fiscal Year Ending 6/30/15

Dept.	Dept. Name	GL No.		Budget	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total	% Inc	
<b>Income</b>																			
15	Finance	303300	2009	L.A. Superior Court Fees	9,056,227	860,005	914,870	859,430	889,528	883,241	647,410	966,460	685,441	746,563	844,205	910,548	771,105	9,978,807	
15	Finance	303300	2010	L.A. Superior Court Fees	9,147,794	846,495	873,769	797,398	844,932	817,906	703,845	807,166	680,909	754,773	884,077	883,094	789,087	9,683,450	-3.0%
15	Finance	303300	2011	L.A. Superior Court Fees	9,565,816	865,383	806,683	852,673	802,791	731,901	723,320	753,190	763,370	729,372	804,446	788,836	735,661	9,357,625	-3.4%
15	Finance	303300	2012	L.A. Superior Court Fees	9,292,752	757,142	690,845	770,368	687,905	690,884	659,001	670,996	666,398	678,710	681,888	696,343	736,251	8,386,731	-10.4%
15	Finance	303300	2013	L.A. Superior Court Fees	7,813,836	688,315	660,429	727,223	596,239	707,108	628,528	590,054	650,533	568,299	653,506	591,332	622,974	7,684,540	-8.4%
15	Finance	303300		<b>2014 Forecast L.A. Superior Court Fees</b>		<b>607,672</b>	<b>641,151</b>	<b>667,037</b>	<b>580,696</b>	<b>629,648</b>	<b>533,206</b>	<b>552,796</b>	<b>581,968</b>	<b>550,878</b>	<b>587,637</b>	<b>612,802</b>	<b>583,727</b>	<b>7,129,218</b>	<b>-7.2%</b>
15	Finance	303300		<b>2014 Budget L.A. Superior Court Fees</b>	<b>7,520,156</b>	<b>671,795</b>	<b>644,579</b>	<b>709,770</b>	<b>581,929</b>	<b>690,137</b>	<b>613,443</b>	<b>575,893</b>	<b>634,920</b>	<b>554,660</b>	<b>637,822</b>	<b>577,140</b>	<b>628,068</b>	<b>7,520,156</b>	<b>-2.1%</b>
15	Finance	303300		<b>2015 Budget L.A. Superior Court Fees</b>	<b>6,958,116</b>	<b>593,088</b>	<b>625,763</b>	<b>651,028</b>	<b>566,759</b>	<b>614,536</b>	<b>520,409</b>	<b>539,528</b>	<b>568,001</b>	<b>537,657</b>	<b>573,534</b>	<b>598,095</b>	<b>569,717</b>	<b>6,958,116</b>	<b>-2.4%</b>
Comments: The amount shown is 2.4% down from the FY 14 projected actual . Fee trend appears to remain on a declining slope although it appears that the rate of decline will not be as great as in the current fiscal year.																			
<b>Interest</b>																			
15	Finance	311000	2009	Interest - LAIF	250,000	0	0	39,916	0	0	45,312	0	0	33,553	0	0	26,958	145,739	
15	Finance	311000	2010	Interest - LAIF	185,000	0	0	22,996	0	0	15,580	0	0	14,065	0	0	14,213	66,854	-54.1%
15	Finance	311000	2011	Interest - LAIF	70,000	0	0	13,259	0	0	11,807	0	0	12,875	0	0	12,229	50,171	-25.0%
15	Finance	311000	2012	Interest - LAIF	40,000	0	0	5,097	0	0	5,107	0	0	4,883	0	0	1,182	16,269	-67.6%
15	Finance	311000	2013	Interest - LAIF	4,172	0	0	1,190	0	0	1,082	0	0	930	0	0	811	4,013	-75.3%
15	Finance	311000		<b>2014 Forecast Interest - LAIF</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>865</b>	<b>0</b>	<b>0</b>	<b>862</b>	<b>0</b>	<b>0</b>	<b>761</b>	<b>0</b>	<b>600</b>	<b>3,088</b>	<b>-23.1%</b>
15	Finance	311000		<b>2014 Budget Interest - LAIF</b>	<b>2,400</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>600</b>	<b>0</b>	<b>0</b>	<b>600</b>	<b>0</b>	<b>0</b>	<b>600</b>	<b>0</b>	<b>600</b>	<b>2,400</b>	<b>-40.2%</b>
15	Finance	311000		<b>2015 Budget Interest - LAIF</b>	<b>3,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>750</b>	<b>0</b>	<b>0</b>	<b>750</b>	<b>0</b>	<b>0</b>	<b>750</b>	<b>0</b>	<b>750</b>	<b>3,000</b>	<b>-2.8%</b>
Comments: \$1M average balance at .30% return paid quarterly.																			
15	Finance	312000	2009	Interest - General Fund	186,800	22,610	13,915	12,297	10,534	23,945	10,726	9,954	7,291	5,457	6,173	8,487	4,747	136,137	
15	Finance	312000	2010	Interest - General Fund	135,000	11,034	7,049	5,985	4,827	7,072	3,570	4,849	3,904	6,006	4,110	5,900	2,597	66,903	-50.9%
15	Finance	312000	2011	Interest - General Fund	70,000	7,377	4,394	5,957	6,065	7,315	3,616	6,437	5,698	5,628	6,511	5,785	3,766	68,548	2.5%
15	Finance	312000	2012	Interest - General Fund	75,000	9,303	5,842	6,741	12,603	9,604	8,135	10,699	6,145	4,215	5,658	6,008	4,746	89,699	30.9%
15	Finance	312000	2013	Interest - General Fund	68,123	4,681	4,026	3,415	12,353	4,898	4,550	4,267	4,590	4,533	4,032	3,632	3,586	58,563	-34.7%
15	Finance	312000		<b>2014 Forecast Interest - General Fund</b>		<b>3,676</b>	<b>3,589</b>	<b>3,766</b>	<b>4,020</b>	<b>3,866</b>	<b>3,913</b>	<b>3,911</b>	<b>4,359</b>	<b>4,382</b>	<b>4,147</b>	<b>3,780</b>	<b>3,780</b>	<b>47,190</b>	<b>-19.4%</b>
15	Finance	312000		<b>2014 Budget Interest - General Fund</b>	<b>56,160</b>	<b>4,680</b>	<b>56,160</b>	<b>-4.1%</b>											
15	Finance	312000		<b>2015 Budget Interest - General Fund</b>	<b>12,350</b>	<b>1,029</b>	<b>12,350</b>	<b>-73.8%</b>											
Comments: Estimated \$1.9M at .65% return paid monthly following anticipated Zero-Coupon U.S. Treasury obligation investment .																			
15	Finance	313000	2009	Interest - Deposit Fund	16,000	979	596	512	557	1,310	754	665	485	316	322	412	216	7,125	
15	Finance	313000	2010	Interest - Deposit Fund	7,500	475	286	300	275	416	210	275	218	339	235	343	148	3,521	-50.6%
15	Finance	313000	2011	Interest - Deposit Fund	4,000	406	223	286	281	325	157	268	240	239	275	255	171	3,126	-11.2%
15	Finance	313000	2012	Interest - Deposit Fund	3,500	419	146	153	282	215	184	260	171	127	174	140	110	2,382	-23.8%
15	Finance	313000	2013	Interest - Deposit Fund	2,168	111	97	85	346	145	136	126	136	145	136	124	123	1,710	-28.2%
15	Finance	313000		<b>2014 Forecast Interest - Deposit Fund</b>		<b>131</b>	<b>129</b>	<b>149</b>	<b>158</b>	<b>149</b>	<b>144</b>	<b>145</b>	<b>163</b>	<b>170</b>	<b>168</b>	<b>143</b>	<b>143</b>	<b>1,792</b>	<b>4.8%</b>
15	Finance	313000		<b>2014 Budget Interest - Deposit Fund</b>	<b>1,944</b>	<b>162</b>	<b>1,944</b>	<b>13.7%</b>											
15	Finance	313000		<b>2015 Budget Interest - Deposit Fund</b>	<b>1,755</b>	<b>146</b>	<b>1,755</b>	<b>-2.1%</b>											
Comments: \$270K average balance at .65% return paid monthly.																			
15	Finance	313500	2009	Interest - Bonds	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
15	Finance	313500	2010	Interest - Bonds	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%
15	Finance	313500	2011	Interest - Bonds	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%
15	Finance	313500	2012	Interest - Bonds	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%
15	Finance	313500	2013	Interest - Bonds	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%
15	Finance	313500		<b>2014 Forecast Interest - Bonds</b>		<b>0</b>	<b>0.0%</b>												
15	Finance	313500		<b>2014 Budget Interest - Bonds</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
15	Finance	313500		<b>2015 Budget Interest - Bonds</b>	<b>87,200</b>	<b>0</b>	<b>87,200</b>	<b>87,200</b>	<b>0.0%</b>										
<b>Parking</b> Comments: \$4M at 2.18% return.																			

Los Angeles Law Library: Item Detail

Forecast: Fiscal Year Ending 6/30/15

Dept.	Dept. Name	GL No.		Budget	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total	% Inc	
15	Finance	330100	2009	Parking Fee	712,000	62,652	61,467	53,934	56,631	61,424	46,634	59,078	52,999	53,345	67,924	67,033	56,784	699,904	
15	Finance	330100	2010	Parking Fee	650,000	64,444	66,406	62,102	60,459	60,938	50,983	56,610	56,494	52,911	64,037	60,901	58,975	715,260	2.2%
15	Finance	330100	2011	Parking Fee	685,000	62,212	61,748	65,896	65,889	55,147	49,500	43,329	52,874	53,742	68,712	63,982	60,957	703,988	-1.6%
15	Finance	330100	2012	Parking Fee	700,000	68,293	61,317	66,617	65,979	64,519	59,321	46,572	54,795	57,504	60,056	58,649	54,685	718,308	2.0%
15	Finance	330100	2013	Parking Fee	574,259	52,593	49,687	44,498	39,042	49,774	42,081	35,922	47,404	43,273	47,510	52,861	51,537	556,182	-22.6%
15	Finance	330100	2014 Forecast Parking Fee		50,004	51,789	53,061	90,061	43,750	49,662	43,750	43,750	43,750	43,766	43,750	43,750	600,843	8.0%	
15	Finance	330100	2014 Budget Parking Fee		525,000	47,839	46,363	45,194	44,416	45,002	38,327	37,246	40,802	40,217	48,937	47,029	43,627	525,000	-5.6%
15	Finance	330100	2015 Budget Parking Fee		525,000	43,750	43,750	43,750	43,750	43,750	43,750	43,750	43,750	43,750	43,750	43,750	43,750	525,000	-12.6%
				Comments: Conservative budget projection based solely on guaranteed amounts and does not take into account overages that may be due to the Library before the end of the FY. Decline over FY14 due to FY14 anomaly of two payments received upon transition to new management company.															
15	Finance	330105	2009	Valet Parking	0												0	0	
15	Finance	330105	2010	Valet Parking	0												0	0	0.0%
15	Finance	330105	2011	Valet Parking	0												0	0	0.0%
15	Finance	330105	2012	Valet Parking	0												0	0	0.0%
15	Finance	330105	2013	Valet Parking	0												0	0	0.0%
15	Finance	330105	2014 Forecast Valet Parking		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%
15	Finance	330105	2014 Budget Valet Parking		15,000	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	15,000	0.0%
15	Finance	330105	2015 Budget Valet Parking		5,000	417	417	417	417	417	417	417	417	417	417	417	417	5,000	0.0%
<b>Library Services</b>				Comments: After hours valet parking. Conservative budget hoping for higher returns.															
27	Circulation	330150	2009	Annual Borrowing Fee	75,000	19,458	6,285	4,000	3,040	2,670	1,385	1,620	1,470	1,450	700	1,400	25,785	69,263	
27	Circulation	330150	2010	Annual Borrowing Fee	55,000	40,275	7,915	4,285	2,750	2,935	1,335	1,650	1,220	1,070	985	900	35,425	100,745	45.5%
27	Circulation	330150	2011	Annual Borrowing Fee	60,000	27,565	5,315	3,750	2,550	2,085	950	1,410	1,300	1,350	1,060	2,185	1,275	50,795	-49.6%
27	Circulation	330150	2012	Annual Borrowing Fee	0	100	4,650	2,700	500	275	150	100	150	50	100	150	1,550	10,475	-79.4%
27	Circulation	330150	2013	Annual Borrowing Fee	8,313	1,350	850	1,400	1,400	200	50	-50	0	250	200	0	-50	5,600	-46.5%
27	Circulation	330150	2014 Forecast Annual Borrowing Fee		341	2,373	65	49	16	33	49	98	16	65	50	50	3,204	-42.8%	
27	Circulation	330150	2014 Budget Annual Borrowing Fee		6,000	500	500	500	500	500	500	500	500	500	500	500	500	6,000	7.1%
27	Circulation	330150	2015 Budget Annual Borrowing Fee		0	0	0	0	0	0	0	0	0	0	0	0	0	0	-100.0%
				Comments: After hours valet parking. Conservative budget hoping for higher returns.															
25	P&P	330140	2009	Annual Members Fee	300,000	0	0	0	0	0	0	0	0	0	0	0	1,400	1,400	
25	P&P	330140	2010	Annual Members Fee	250,000	2,400	350	350	300	650	900	950	1,750	2,225	2,370	3,115	3,121	18,481	1220.0%
25	P&P	330140	2011	Annual Members Fee	200,000	6,388	2,231	4,882	2,665	10,015	2,690	12,065	2,325	3,027	5,925	6,887	59,493	221.9%	
25	P&P	330140	2012	Annual Members Fee	120,000	3,703	3,555	6,851	7,598	6,016	4,821	7,241	9,735	4,931	5,135	7,495	9,553	76,632	28.8%
25	P&P	330140	2013	Annual Members Fee	90,877	11,535	3,866	5,491	7,505	6,230	8,250	7,015	9,040	9,030	5,135	9,910	12,110	95,117	24.1%
25	P&P	330140	2014 Forecast Annual Members Fee		9,740	9,605	4,740	8,645	7,065	7,110	9,785	11,410	13,425	9,335	7,150	7,150	105,160	10.6%	
25	P&P	330140	2014 Budget Annual Members Fee		91,962	11,535	3,866	5,491	7,505	6,230	8,250	7,015	9,040	9,030	8,000	8,000	8,000	91,962	-3.3%
25	P&P	330140	2015 Budget Annual Members Fee		102,000	8,500	8,500	8,500	8,500	8,500	8,500	8,500	8,500	8,500	8,500	8,500	8,500	102,000	-3.0%
				Estimated revenue based upon member levels and rates: (50 @ \$995), (75 @ \$495) and (75 @ \$195).															
23	R&R	330340	2009	Course Registration	3,500	420	165	495	105	120	105	150	345	435	405	120	330	3,195	
23	R&R	330340	2010	Course Registration	3,500	168	248	50	365	140	-169	684	-263	0	0	0	740	1,963	-38.6%
23	R&R	330340	2011	Course Registration	5,000	1,180	430	900	557	0	0	1,226	654	132	1,699	-5	662	7,436	278.8%
23	R&R	330340	2012	Course Registration	10,000	80	420	325	433	438	104	220	551	0	0	0	0	2,570	-65.4%
23	R&R	330340	2013	Course Registration	8,099	20	115	140	2,466	703	155	304	3,828	3,221	1,517	1,331	1,224	15,024	484.7%
23	R&R	330340	2014 Forecast Course Registration		307	1,072	791	1,001	3,090	1,393	4,761	3,570	631	6,132	1,127	1,127	25,002	66.4%	
23	R&R	330340	2014 Budget Course Registration		22,212	1,200	2,068	2,068	2,068	1,200	1,200	2,068	2,068	2,068	2,068	2,068	2,068	22,212	47.8%
23	R&R	330340	2015 Budget Course Registration		24,350	2,350	2,350	2,350	1,050	1,050	1,050	3,700	2,350	2,350	1,050	2,350	2,350	24,350	-2.6%
				Anticipate MCLE/Topical/Clinic revenue increase over FY2014 due to first full year with dedicated MCLE staff, increased promotion and contacts; also, full year of additional fee based clinics at Main and Torrance.															

Los Angeles Law Library: Item Detail

Forecast: Fiscal Year Ending 6/30/15

Dept.	Dept. Name	GL No.		Budget	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total	% Inc		
27	Circulation	330129	2009	Copy Center Income	120,000	5,795	9,902	6,245	10,287	6,194	6,479	10,114	5,076	8,125	8,398	7,810	6,291	90,716		
27	Circulation	330129	2010	Copy Center Income	100,000	7,912	6,892	7,767	7,116	7,183	5,482	6,632	6,107	7,001	7,408	6,554	6,758	82,811	-8.7%	
27	Circulation	330129	2011	Copy Center Income	85,000	8,437	6,759	7,289	8,697	5,892	5,596	8,225	5,551	6,965	9,420	4,926	7,368	85,126	2.8%	
27	Circulation	330129	2012	Copy Center Income	85,000	6,633	6,068	6,111	7,092	4,446	5,936	6,360	6,306	6,850	6,386	7,017	6,166	75,371	-11.5%	
27	Circulation	330129	2013	Copy Center Income	74,193	6,044	7,326	6,437	6,094	5,198	5,594	6,778	6,054	5,965	6,228	5,957	6,283	73,958	-1.9%	
27	Circulation	330129	<b>2014 Forecast Copy Center Income</b>				<b>6,005</b>	<b>6,625</b>	<b>4,883</b>	<b>5,098</b>	<b>5,565</b>	<b>3,903</b>	<b>6,165</b>	<b>5,241</b>	<b>5,846</b>	<b>5,475</b>	<b>4,987</b>	<b>4,987</b>	<b>64,779</b>	<b>-12.4%</b>
27	Circulation	330129	<b>2014 Budget Copy Center Income</b>				<b>57,000</b>	<b>4,750</b>	<b>57,000</b>	<b>-22.9%</b>										
27	Circulation	330129	<b>2015 Budget Copy Center Income</b>				<b>60,000</b>	<b>5,000</b>	<b>60,000</b>	<b>-7.4%</b>										
				CIRC: AWS - As per my estimate from last fiscal year, I expect revenue from the Copy Center will decline further this year. There are a number of reasons for this: generally, we are in an increasing digital environment and most current law materials are available in digital format, and, specifically, more of our resources are available for access electronically and will no longer require printing and/or copying using our equipment. Further, we recently changed our code of conduct for patrons to allow photography of materials.																
27	Circulation	330205	2009	Document Delivery	25,000	1,611	99	3,216	2,138	1,652	1,854	1,530	1,988	1,741	1,916	1,869	1,938	21,551		
27	Circulation	330205	2010	Document Delivery	25,000	2,939	1,822	2,402	1,877	1,852	1,593	1,897	1,888	2,317	1,798	2,518	2,315	25,217	17.0%	
27	Circulation	330205	2011	Document Delivery	25,000	1,849	1,941	1,665	1,643	2,543	1,390	2,236	2,322	2,223	2,324	2,068	2,197	24,403	-3.2%	
27	Circulation	330205	2012	Document Delivery	25,000	2,066	3,030	1,946	1,633	1,964	2,273	2,035	3,487	3,286	989	4,153	3,316	30,176	23.7%	
27	Circulation	330205	2013	Document Delivery	26,411	2,583	1,771	2,664	1,963	2,147	1,383	2,182	1,698	2,382	2,786	2,046	2,130	25,734	-14.7%	
27	Circulation	330205	<b>2014 Forecast Document Delivery</b>				<b>2,165</b>	<b>2,672</b>	<b>2,433</b>	<b>3,415</b>	<b>2,134</b>	<b>1,592</b>	<b>2,803</b>	<b>1,847</b>	<b>2,552</b>	<b>2,892</b>	<b>2,307</b>	<b>2,307</b>	<b>29,120</b>	<b>13.2%</b>
27	Circulation	330205	<b>2014 Budget Document Delivery</b>				<b>27,600</b>	<b>2,300</b>	<b>27,600</b>	<b>7.3%</b>										
27	Circulation	330205	<b>2015 Budget Document Delivery</b>				<b>25,200</b>	<b>2,100</b>	<b>25,200</b>	<b>-13.5%</b>										
				Expect revenue from Copy Center to decline due to increasing digital environment and in-library photography of materials.																
27	Circulation	330210	2009	Fines	80,000	5,670	244	10,972	5,335	4,676	4,519	4,481	4,715	7,987	4,354	6,739	4,930	64,622		
27	Circulation	330210	2010	Fines	80,000	6,089	3,730	4,698	4,581	4,690	7,074	5,210	3,717	3,945	2,715	3,665	3,467	53,581	-17.1%	
27	Circulation	330210	2011	Fines	50,000	4,537	4,253	3,615	3,297	3,257	3,758	4,328	2,724	3,895	3,981	4,399	4,428	46,472	-13.3%	
27	Circulation	330210	2012	Fines	46,000	3,780	4,257	3,786	4,096	5,143	3,391	2,663	3,754	3,831	501	7,238	3,541	45,980	-1.1%	
27	Circulation	330210	2013	Fines	53,374	4,175	4,136	4,696	5,730	3,969	3,968	2,989	4,087	4,656	4,077	4,398	3,081	49,962	8.7%	
27	Circulation	330210	<b>2014 Forecast Fines</b>				<b>4,588</b>	<b>7,409</b>	<b>4,248</b>	<b>4,220</b>	<b>261</b>	<b>3,137</b>	<b>3,651</b>	<b>4,103</b>	<b>4,503</b>	<b>5,079</b>	<b>4,145</b>	<b>4,145</b>	<b>49,489</b>	<b>-0.9%</b>
27	Circulation	330210	<b>2014 Budget Fines</b>				<b>50,400</b>	<b>4,200</b>	<b>50,400</b>	<b>0.9%</b>										
27	Circulation	330210	<b>2015 Budget Fines</b>				<b>45,000</b>	<b>3,750</b>	<b>45,000</b>	<b>-9.1%</b>										
				Slight decline due to reduction in borrowing.																
15	Finance	330310	2009	Miscellaneous	3,000	79	218	82	79	95	24	168	80	48	124	66	95	1,157		
15	Finance	330310	2010	Miscellaneous	2,000	156	291	151	158	69	133	127	115	119	113	95	11,328	12,855	1011.2%	
15	Finance	330310	2011	Miscellaneous	2,000	250	47	154	206	310	153	360	260	109	232	1,630	10,344	14,055	9.3%	
15	Finance	330310	2012	Miscellaneous	14,500	123	94	4,133	204	61	35	409	327	263	106	129	12,218	18,102	28.8%	
15	Finance	330310	2013	Miscellaneous	1,757	203	57	184	196	82	150	229	179	172	167	173	185	1,975	-89.1%	
15	Finance	330310	<b>2014 Forecast Miscellaneous</b>				<b>70</b>	<b>13,729</b>	<b>1,677</b>	<b>1,730</b>	<b>190</b>	<b>1,261</b>	<b>11,950</b>	<b>337</b>	<b>719</b>	<b>2,902</b>	<b>300</b>	<b>300</b>	<b>35,164</b>	<b>1680.2%</b>
15	Finance	330310	<b>2014 Budget Miscellaneous</b>				<b>3,600</b>	<b>300</b>	<b>3,600</b>	<b>82.3%</b>										
15	Finance	330310	<b>2015 Budget Miscellaneous</b>				<b>13,300</b>	<b>300</b>	<b>300</b>	<b>300</b>	<b>300</b>	<b>300</b>	<b>10,000</b>	<b>300</b>	<b>300</b>	<b>300</b>	<b>300</b>	<b>300</b>	<b>13,300</b>	<b>-62.2%</b>
				Comments: Expected State Fund dividend in January (\$10K). CalPERS Medicare Part D subsidy payment received in FY 14 may not recur.																
39	Facilities	330330	2009	Room Rental	6,500	60	5,000	0	0	0	0	0	0	1,800	0	3,300	10,160			
39	Facilities	330330	2010	Room Rental	6,500	3,000	0	0	0	0	0	50	0	0	75	25	3,150	-69.0%		
39	Facilities	330330	2011	Room Rental	7,500	100	100	25	0	3,325	0	0	50	100	0	884	225	4,809	52.7%	
39	Facilities	330330	2012	Room Rental	7,500	-809	0	0	150	25	50	400	0	0	0	-125	0	-309	-106.4%	
39	Facilities	330330	2013	Room Rental	7,848	0	5,450	1,575	25	275	25	9,349	6,901	78	2,100	-1,959	902	24,722	-8100.5%	
39	Facilities	330330	<b>2014 Forecast Room Rental</b>				<b>125</b>	<b>240</b>	<b>987</b>	<b>1,243</b>	<b>13,163</b>	<b>1,000</b>	<b>4,225</b>	<b>263</b>	<b>200</b>	<b>2,203</b>	<b>3,100</b>	<b>3,100</b>	<b>29,848</b>	<b>20.7%</b>
39	Facilities	330330	<b>2014 Budget Room Rental</b>				<b>100,000</b>	<b>10,000</b>	<b>100,000</b>	<b>304.5%</b>										
39	Facilities	330330	<b>2015 Budget Room Rental</b>				<b>33,000</b>	<b>2,750</b>	<b>33,000</b>	<b>10.6%</b>										
				FAC: A best case scenario which anticipates a 50% increase in revenue based on the current income. Very unlikely to be an anticipated monthly average as entered in the budget, but possibly achievable with some months bringing in more than others.																

Los Angeles Law Library: Item Detail

Forecast: Fiscal Year Ending 6/30/15

Dept.	Dept. Name	GL No.	Budget	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total	% Inc		
27	Circulation	330350	2009	Book Replacement	10,000	610	290	697	709	787	907	1,244	328	618	459	2,287	-376	8,560	
27	Circulation	330350	2010	Book Replacement	5,000	301	0	537	1,533	0	774	785	161	0	0	0	0	4,091	-52.2%
27	Circulation	330350	2011	Book Replacement	5,000	2,106	20	400	417	121	0	921	0	1,085	242	521	0	5,833	42.6%
27	Circulation	330350	2012	Book Replacement	5,000	0	-59	0	134	0	614	225	220	-119	0	-295	0	720	-87.7%
27	Circulation	330350	2013	Book Replacement	3,360	105	180	957	607	246	15	0	0	815	207	118	0	3,250	351.6%
27	Circulation	330350	2014 Forecast Book Replacement		1,660	0	105	1,493	1,057	-443	0	0	277	1,262	625	0	0	6,036	85.7%
27	Circulation	330350	2014 Budget Book Replacement		2,735	105	180	957	607	246	15	0	0	0	625	0	0	2,735	-15.8%
27	Circulation	330350	2015 Budget Book Replacement		3,000	250	250	250	250	250	250	250	250	250	250	250	250	3,000	-50.3%
Book replacement revenue varies widely and is difficult to predict as it depends on factors entirely out of the Library's control.																			
15	Finance	330360	2009	Forfeited Deposits	15,000	0	0	0	0	56,325	0	0	0	0	0	0	0	56,325	
15	Finance	330360	2010	Forfeited Deposits	15,000	0	0	0	9,794	0	-60	0	0	0	0	0	0	9,734	-82.7%
15	Finance	330360	2011	Forfeited Deposits	10,000	0	0	0	0	0	17,619	0	0	0	0	0	0	17,619	81.0%
15	Finance	330360	2012	Forfeited Deposits	25,000	0	0	0	0	28,474	0	0	0	0	0	0	0	28,474	61.6%
15	Finance	330360	2013	Forfeited Deposits	14,000	0	0	0	0	0	0	0	0	0	0	0	0	0	-100.0%
15	Finance	330360	2014 Forecast Forfeited Deposits		0	0	0	0	0	0	0	0	0	0	0	2,800	2,800	0.0%	
15	Finance	330360	2014 Budget Forfeited Deposits		2,800	0	2,800	0	0	0	0	0	0	0	0	0	0	2,800	0.0%
15	Finance	330360	2015 Budget Forfeited Deposits		0	0	0	0	0	0	0	0	0	0	0	0	0	0	-100.0%
Comments: Deposit holders are opting to renew privileges or refund deposit rather than forfeit. Therefore estimating conservatively at \$0.																			
17	Executive Off	330400	2009	Friends of Law Library	60,000	0	0	0	0	100,000	0	0	0	0	0	0	0	100,000	
17	Executive Off	330400	2010	Friends of Law Library	100,000	0	0	0	100,000	0	0	0	0	0	0	0	0	100,000	0.0%
17	Executive Off	330400	2011	Friends of Law Library	120,000	0	0	0	140,000	0	0	0	0	0	0	0	0	140,000	40.0%
17	Executive Off	330400	2012	Friends of Law Library	120,000	0	0	0	143,000	0	0	0	0	0	0	0	0	143,000	2.1%
17	Executive Off	330400	2013	Friends of Law Library	120,000	0	0	0	0	120,000	0	0	0	0	0	0	0	120,000	-16.1%
17	Executive Off	330400	2014 Forecast Friends of Law Library		0	0	0	0	120,000	0	15,000	0	0	0	0	0	0	135,000	12.5%
17	Executive Off	330400	2014 Budget Friends of Law Library		120,000	0	0	0	120,000	0	0	0	0	0	0	0	0	120,000	0.0%
17	Executive Off	330400	2015 Budget Friends of Law Library		120,000	0	0	0	120,000	0	0	0	0	0	0	0	0	120,000	-11.1%
Comments: Same as last year's budget.																			
25	P&P	330420	2009	Grants	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
25	P&P	330420	2010	Grants	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%
25	P&P	330420	2011	Grants	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%
25	P&P	330420	2012	Grants	30,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%
25	P&P	330420	2013	Grants	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%
25	P&P	330420	2014 Forecast Grants		0	0	0	0	0	0	0	0	0	0	2,000	0	2,000	0.0%	
25	P&P	330420	2014 Budget Grants		20,000	5,000	0	0	5,000	0	5,000	0	0	0	5,000	0	20,000	0.0%	
25	P&P	330420	2015 Budget Grants		0	0	0	0	0	0	0	0	0	0	0	0	0	0	-100.0%
Comments: budgeting conservatively as grant revenue is difficult to predict and often is to fund new expenses (related to expanded service)																			
15	Finance	330450	2009	Vending Income	6,500	426	621	471	682	459	381	422	453	319	548	462	363	5,607	
15	Finance	330450	2010	Vending Income	6,000	404	563	419	462	386	290	349	339	365	385	378	84	4,424	-21.1%
15	Finance	330450	2011	Vending Income	5,000	602	467	636	280	417	422	247	271	617	478	770	426	5,631	27.3%
15	Finance	330450	2012	Vending Income	5,500	476	703	545	592	572	492	613	529	688	516	585	564	6,874	22.1%
15	Finance	330450	2013	Vending Income	6,010	700	666	465	361	396	422	303	303	289	334	371	358	4,967	-27.7%
15	Finance	330450	2014 Forecast Vending Income		450	509	439	-439	356	54	463	567	120	538	415	415	3,886	-21.8%	
15	Finance	330450	2014 Budget Vending Income		5,828	486	486	486	486	486	486	486	486	486	486	486	486	5,828	17.3%
15	Finance	330450	2015 Budget Vending Income		4,000	333	333	333	333	333	333	333	333	333	333	333	333	4,000	2.9%
Comments: New RFP may increase or decrease budget. Budget at FY 2014 level.																			
39	Facilities	330465	2009	Special Events Income	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
39	Facilities	330465	2010	Special Events Income	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%
39	Facilities	330465	2011	Special Events Income	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%
39	Facilities	330465	2012	Special Events Income	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%
39	Facilities	330465	2013	Special Events Income	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%
39	Facilities	330465	2014 Forecast Special Events Income		0	1,500	2,605	1,243	5,000	0	0	6	0	0	2,070	2,070	14,493	0.0%	
39	Facilities	330465	2014 Budget Special Events Income		18,500	1,542	1,542	1,542	1,542	1,542	1,542	1,542	1,542	1,542	1,542	1,542	18,500	0.0%	
39	Facilities	330465	2015 Budget Special Events Income		37,000	3,084	3,084	3,084	3,083	3,084	3,083	3,083	3,083	3,083	3,083	3,083	37,000	155.3%	
Anticipates increased sponsorships as our two major events grow, also added tribute event this fiscal year. Note: Entered as monthly average, but likely some months will bring in more than others.																			

Los Angeles Law Library: Item Detail

Forecast: Fiscal Year Ending 6/30/15

Dept.	Dept. Name	GL No.	Budget	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total	% Inc		
<b>Expense:</b>																			
<b>Staff:</b>																			
ALL		501000	2009	Salaries (benefits eligible)	3,100,000	104,237	344,283	230,309	224,517	226,255	226,249	337,811	221,582	217,611	216,822	220,305	335,628	2,905,608	
ALL		501000	2010	Salaries (benefits eligible)	3,160,960	231,771	221,492	216,279	258,928	215,949	315,351	210,261	212,696	219,646	214,969	213,405	300,040	2,830,785	-2.6%
ALL		501000	2011	Salaries (benefits eligible)	3,237,609	203,874	217,959	218,015	218,332	218,317	327,098	219,228	217,704	222,993	234,726	234,992	371,580	2,904,818	2.6%
ALL		501000	2012	Salaries (benefits eligible)	3,400,000	236,164	234,457	235,575	241,079	248,522	357,694	261,578	235,381	243,509	239,458	235,984	351,036	3,120,437	7.4%
ALL		501000	2013	Salaries (benefits eligible)	3,138,380	214,097	219,780	218,805	217,706	311,360	216,909	219,379	209,659	214,355	214,462	312,123	205,977	2,774,611	-11.1%
ALL		501000	2014 Forecast Salaries (benefits eligible)			205,010	200,051	202,055	204,613	301,326	191,811	164,657	186,219	186,501	195,329	307,522	205,015	2,550,107	-8.1%
ALL		501000	2014 Budget	Salaries (benefits eligible)	2,672,466	201,832	201,832	205,851	205,851	308,776	205,851	206,549	206,532	206,532	206,532	309,797	206,532	2,672,466	-3.7%
ALL		501000	2015 Budget	Salaries (benefits eligible)	2,514,375	195,458	195,458	195,458	296,828	195,458	161,592	195,458	195,458	195,458	195,458	296,828	195,458	2,514,375	-1.4%
Comments: Budget reflects departures of Sr. Director, Admin. Services and Head Cataloger; replacement of FCIL Technician on 3/17/14; addition of IT Manager by year end FY14, Finance Director on 3/12/14, Facilities Manager on 3/17/14 and a modified Library Clerk position all as previously approved by the Board. FY2015 furlough reductions have been included in Salaries (benefits eligible).																			
ALL		501025	2009	Staff Vacancy Offset (Ben. Eligible)														0	
ALL		501025	2010	Staff Vacancy Offset (Ben. Eligible)														0	0.0%
ALL		501025	2011	Staff Vacancy Offset (Ben. Eligible)														0	0.0%
ALL		501025	2012	Staff Vacancy Offset (Ben. Eligible)														0	0.0%
ALL		501025	2013	Staff Vacancy Offset (Ben. Eligible)														0	0.0%
ALL		501025	2014 Forecast Staff Vacancy Offset (Ben. Eligible)															0	0.0%
ALL		501025	2014 Budget	Staff Vacancy Offset (Ben. Eligi	0													0	0.0%
ALL		501025	2015 Budget	Staff Vacancy Offset (Ben. Eligi	-50,288	-3,909	-3,909	-3,909	-5,937	-3,909	-3,232	-3,909	-3,909	-3,909	-3,909	-5,937	-3,909	-50,288	0.0%
Comments: Staff vacancy offset is forecasted at 2% of salary.																			
15	Finance	501050	2009	Salaries (benefits ineligible)														0	
15	Finance	501050	2010	Salaries (benefits ineligible)		1												1	0.0%
15	Finance	501050	2011	Salaries (benefits ineligible)														0	-100.0%
15	Finance	501050	2012	Salaries (benefits ineligible)														0	0.0%
15	Finance	501050	2013	Salaries (benefits ineligible)	0	26,144	25,151	24,959	25,798	41,281	31,178	29,338	28,674	26,353	25,164	39,639	25,399	349,078	0.0%
15	Finance	501050	2014 Forecast Salaries (benefits ineligible)			23,361	23,746	23,134	21,823	34,403	25,802	21,070	29,307	25,792	23,281	36,831	24,554	313,104	-10.3%
15	Finance	501050	2014 Budget	Salaries (benefits ineligible)	317,332	24,953	24,953	24,191	24,191	36,287	24,191	24,394	24,394	24,394	24,394	36,592	24,394	317,332	-9.1%
15	Finance	501050	2015 Budget	Salaries (benefits ineligible)	302,613	24,299	24,299	24,299	36,448	24,299	24,299	24,299	24,299	21,349	21,349	32,024	21,349	302,613	-3.4%
Comments: Budget reflects no additional Library Aide hiring for entire FY and a reduction in hours commencing Feb 1, 2015 due to completion of re-shelving and re-labeling project.																			
15	Finance	501075	2009	Staff Vacancy Offset (Ben. Ineligible)														0	
15	Finance	501075	2010	Staff Vacancy Offset (Ben. Ineligible)		1												1	0.0%
15	Finance	501075	2011	Staff Vacancy Offset (Ben. Ineligible)														0	-100.0%
15	Finance	501075	2012	Staff Vacancy Offset (Ben. Ineligible)														0	0.0%
15	Finance	501075	2013	Staff Vacancy Offset (Ben. Inel	0													0	0.0%
15	Finance	501075	2014 Forecast Staff Vacancy Offset (Ben. Ineligible)															0	0.0%
15	Finance	501075	2014 Budget	Staff Vacancy Offset (Ben. Inel	0													0	0.0%
15	Finance	501075	2015 Budget	Staff Vacancy Offset (Ben. Inel	-3,994	-321	-321	-321	-481	-321	-321	-321	-321	-282	-282	-423	-282	-3,994	0.0%
Comments: Staff vacancy offset is forecasted at 1.32% of salary.																			
15	Finance	502000	2009	Social Security	192,200	6,283	20,750	13,247	12,789	12,474	12,304	20,267	13,297	13,051	13,001	13,217	20,158	170,837	
15	Finance	502000	2010	Social Security	195,765	13,925	13,321	12,464	14,016	11,717	17,424	12,636	12,709	12,952	12,920	12,795	18,048	164,928	-3.5%
15	Finance	502000	2011	Social Security	203,785	12,249	13,105	12,992	12,386	11,769	17,524	13,105	13,016	13,314	13,999	14,206	22,220	169,884	3.0%
15	Finance	502000	2012	Social Security	205,000	14,112	13,979	13,708	13,289	13,424	19,213	15,632	14,005	14,583	14,260	14,189	20,897	181,290	6.7%
15	Finance	502000	2013	Social Security	184,115	14,334	14,579	14,282	13,328	18,849	13,378	14,760	14,108	14,557	14,164	20,758	13,632	180,729	-0.3%
15	Finance	502000	2014 Forecast Social Security			13,430	13,137	12,540	12,464	17,295	10,716	12,657	12,569	16,351	12,822	21,350	14,233	169,565	-6.2%
15	Finance	502000	2014 Budget	Social Security	185,367	14,061	14,061	14,263	14,263	21,394	14,263	14,319	14,317	14,317	14,317	21,476	14,317	185,367	2.6%
15	Finance	502000	2015 Budget	Social Security	174,653	13,625	13,625	13,625	20,663	13,625	11,525	13,625	13,625	13,442	13,442	20,389	13,442	174,653	3.0%
Comments: 6.2% of total salary.																			

Los Angeles Law Library: Item Detail

Forecast: Fiscal Year Ending 6/30/15

Dept.	Dept. Name	GL No.		Budget	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total	% Inc			
15	Finance	503000	2009	Medicare	44,950	1,469	-6,296	3,246	3,159	3,184	3,182	4,740	3,110	3,052	3,040	3,091	-8,137	16,841			
15	Finance	503000	2010	Medicare	45,000	3,257	3,115	3,040	3,661	3,057	4,555	2,955	2,972	3,029	3,022	2,992	4,221	39,877	136.8%		
15	Finance	503000	2011	Medicare	49,144	2,865	3,065	3,066	3,070	3,070	4,600	3,065	3,044	3,114	3,274	3,322	5,197	40,750	2.2%		
15	Finance	503000	2012	Medicare	46,000	3,300	3,269	3,283	3,363	3,472	4,992	3,656	3,275	3,411	3,335	3,318	4,887	43,562	6.9%		
15	Finance	503000	2013	Medicare	44,214	3,352	3,410	3,393	3,391	4,905	3,460	3,452	3,304	3,404	3,313	4,855	3,188	43,427	-0.3%		
15	Finance	503000	2014 Forecast Medicare				3,141	3,072	3,093	3,112	4,625	2,996	2,960	2,940	3,824	2,999	4,993	3,329	41,083	-5.4%	
15	Finance	503000	2014 Budget Medicare				43,352	3,288	3,288	3,336	3,336	5,003	3,336	3,349	3,348	3,348	5,023	3,348	43,352	-0.2%	
15	Finance	503000	2015 Budget Medicare				40,846	3,186	3,186	3,186	4,833	3,186	3,186	3,144	3,144	4,768	3,144	40,846	-0.6%		
Comments: 1.45% of total salary.																					
15	Finance	511000	2009	Retirement	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
15	Finance	511000	2010	Retirement	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%		
15	Finance	511000	2011	Retirement	35,000	33,228	0	0	0	0	0	0	0	0	0	0	0	33,228	0.0%		
15	Finance	511000	2012	Retirement	155,332	12,300	12,233	12,251	12,523	12,176	18,095	11,709	11,802	12,262	11,994	11,834	17,702	156,881	372.1%		
15	Finance	511000	2013	Retirement	116,256	9,688	9,688	9,688	9,688	9,688	9,688	9,688	9,982	10,089	10,089	10,093	10,096	117,765	-24.9%		
15	Finance	511000	2014 Forecast Retirement				11,760	34,161	23,013	23,105	22,565	32,750	20,826	21,036	21,494	23,029	15,353	270,114	129.4%		
15	Finance	511000	2014 Budget Retirement				178,968	13,926	13,926	13,926	13,693	20,539	13,693	13,733	13,733	13,733	20,600	13,733	178,968	52.0%	
15	Finance	511000	2015 Budget Retirement				282,267	21,713	21,713	21,713	32,569	21,713	21,713	21,713	21,713	21,713	32,569	21,713	282,267	4.5%	
Comments: MJ: Budget is based on 11.449% employer contribution rate for "classic" members per CalPERS valuation report dated October 2013. PEPR employer contribution remains at 6.9%.																					
15	Finance	512000	2009	Health Insurance	450,000	37,796	34,476	36,468	41,861	40,260	38,847	37,926	40,550	37,746	40,426	44,679	37,891	468,925			
15	Finance	512000	2010	Health Insurance	485,000	41,556	41,478	40,686	39,811	11,764	8,592	44,056	42,273	42,717	43,963	44,515	42,915	444,326	-5.2%		
15	Finance	512000	2011	Health Insurance	500,000	44,202	43,824	48,701	42,759	44,590	42,673	47,650	47,689	44,417	47,498	53,369	47,064	554,436	24.8%		
15	Finance	512000	2012	Health Insurance	600,000	49,092	47,511	49,781	48,795	48,503	45,767	43,290	47,783	42,839	43,173	43,127	40,700	550,361	-0.7%		
15	Finance	512000	2013	Health Insurance	551,302	46,474	43,821	44,647	45,597	43,068	44,783	46,824	50,908	47,428	48,909	43,623	45,841	551,922	0.3%		
15	Finance	512000	2014 Forecast Health Insurance				47,520	46,188	47,559	47,096	41,138	44,650	38,798	39,778	38,487	37,133	33,837	38,425	500,609	-9.3%	
15	Finance	512000	2014 Budget Health Insurance				601,757	48,480	48,480	48,480	48,480	47,423	47,423	52,165	52,165	52,165	52,165	52,165	601,757	9.0%	
15	Finance	512000	2015 Budget Health Insurance				521,252	42,249	42,249	42,249	42,249	42,249	44,626	44,626	44,626	44,626	44,626	44,626	521,252	4.1%	
Comments: Budget assumes 5% premium increase in January 2015. 3% increase to employee contribution. Employee contribution is subject to cap. (FY14 costs reduced due to one-time vacancies.)																					
15	Finance	513000	2009	Disability Insurance	8,000	780	0	650	596	622	647	634	634	668	578	645	636	7,091			
15	Finance	513000	2010	Disability Insurance	8,000	662	649	707	716	972	678	516	939	687	687	1,437	0	8,649	22.0%		
15	Finance	513000	2011	Disability Insurance	9,500	559	639	743	690	690	690	737	700	756	841	776	8,522	-1.5%			
15	Finance	513000	2012	Disability Insurance	6,500	702	773	758	1,516	0	664	728	719	661	762	680	650	8,613	1.1%		
15	Finance	513000	2013	Disability Insurance	5,809	-760	328	377	349	284	341	348	289	316	388	231	307	2,797	-67.5%		
15	Finance	513000	2014 Forecast Disability Insurance				307	426	426	426	444	435	410	427	420	398	445	445	5,010	79.1%	
15	Finance	513000	2014 Budget Disability Insurance				4,347	366	366	366	360	360	361	361	361	361	361	361	4,347	55.4%	
15	Finance	513000	2015 Budget Disability Insurance				4,519	307	381	381	400	391	365	382	375	352	401	401	4,519	-9.8%	
Comments: No increase per Guardian.																					
15	Finance	514000	2009	Dental Insurance	54,800	4,098	2,829	5,125	3,882	4,518	5,413	3,629	4,170	4,397	4,273	4,478	4,033	50,846			
15	Finance	514000	2010	Dental Insurance	58,900	5,100	3,913	4,089	4,038	4,247	2,127	4,177	3,652	4,021	3,821	4,282	3,593	47,059	-7.4%		
15	Finance	514000	2011	Dental Insurance	63,615	3,976	4,178	4,276	4,195	5,553	4,391	4,254	4,785	4,839	4,521	4,881	4,896	54,745	16.3%		
15	Finance	514000	2012	Dental Insurance	55,000	4,448	4,775	4,982	10,762	-1,312	5,113	4,822	4,819	4,788	4,765	4,843	4,282	57,087	4.3%		
15	Finance	514000	2013	Dental Insurance	62,345	4,783	5,706	5,176	5,348	4,089	5,377	5,507	5,406	5,474	5,759	4,552	4,557	61,733	8.1%		
15	Finance	514000	2014 Forecast Dental Insurance				5,215	5,185	5,004	5,249	4,445	4,621	5,174	5,310	4,760	4,375	5,200	5,200	59,738	-3.2%	
15	Finance	514000	2014 Budget Dental Insurance				64,800	5,400	5,400	5,400	5,400	5,400	5,400	5,400	5,400	5,400	5,400	5,400	64,800	5.0%	
15	Finance	514000	2015 Budget Dental Insurance				73,303	5,400	6,173	6,173	6,173	6,173	6,173	6,173	6,173	6,173	6,173	6,173	73,303	22.7%	
Comments: 6% increase in August per Guardian.																					
15	Finance	514500	2009	Vision Insurance	10,000	528	807	889	771	694	755	766	717	750	714	774	721	8,887			
15	Finance	514500	2010	Vision Insurance	10,000	774	720	759	771	785	662	681	717	742	732	761	657	8,761	-1.4%		
15	Finance	514500	2011	Vision Insurance	10,000	709	673	890	805	795	733	800	800	814	795	856	846	9,515	8.6%		
15	Finance	514500	2012	Vision Insurance	10,000	854	840	888	1,865	-212	879	865	831	817	810	694	676	9,805	3.1%		
15	Finance	514500	2013	Vision Insurance	9,092	811	809	649	785	700	772	806	820	736	823	568	737	9,016	-8.1%		
15	Finance	514500	2014 Forecast Vision Insurance				739	743	741	744	579	754	668	734	699	630	697	685	8,413	-6.7%	
15	Finance	514500	2014 Budget Vision Insurance				10,241	803	883	883	852	852	852	852	852	852	852	852	10,241	13.6%	
15	Finance	514500	2015 Budget Vision Insurance				9,676	739	860	858	861	688	872	781	851	814	741	812	800	9,676	15.0%
Comments: 5% increase in August per Guardian.																					

**Los Angeles Law Library: Item Detail**

Forecast: Fiscal Year Ending 6/30/15

Dept.	Dept. Name	GL No.		Budget	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total	% Inc			
15	Finance	515000	2009	Life Insurance	3,000	-19	746	121	110	114	148	98	123	129	116	129	101	1,916			
15	Finance	515000	2010	Life Insurance	2,500	201	135	129	142	192	111	114	170	134	133	324	-72	1,712	-10.7%		
15	Finance	515000	2011	Life Insurance	2,500	109	132	158	142	142	117	158	145	145	152	169	145	1,714	0.1%		
15	Finance	515000	2012	Life Insurance	2,000	140	158	155	358	-49	117	155	149	141	154	143	107	1,729	0.9%		
15	Finance	515000	2013	Life Insurance	1,672	144	149	165	165	86	147	151	125	138	193	64	134	1,660	-4.0%		
15	Finance	515000	<b>2014 Forecast Life Insurance</b>				<b>134</b>	<b>51</b>	<b>92</b>	<b>147</b>	<b>73</b>	<b>119</b>	<b>111</b>	<b>57</b>	<b>136</b>	<b>99</b>	<b>77</b>	<b>51</b>	<b>1,148</b>	<b>-30.9%</b>	
15	Finance	515000	<b>2014 Budget Life Insurance</b>				<b>1,638</b>	<b>139</b>	<b>139</b>	<b>139</b>	<b>136</b>	<b>1,638</b>	<b>-1.3%</b>								
15	Finance	515000	<b>2015 Budget Life Insurance</b>				<b>1,282</b>	<b>134</b>	<b>54</b>	<b>97</b>	<b>182</b>	<b>77</b>	<b>125</b>	<b>145</b>	<b>60</b>	<b>171</b>	<b>104</b>	<b>81</b>	<b>54</b>	<b>1,282</b>	<b>11.7%</b>
Comments: No increase per Guardian.																					
15	Finance	515500	2009	Vacancy Benefits Offset														0			
15	Finance	515500	2010	Vacancy Benefits Offset														0	0.0%		
15	Finance	515500	2011	Vacancy Benefits Offset														0	0.0%		
15	Finance	515500	2012	Vacancy Benefits Offset														0	0.0%		
15	Finance	515500	2013	Vacancy Benefits Offset														0	0.0%		
15	Finance	515500	<b>2014 Forecast Vacancy Benefits Offset</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>	
15	Finance	515500	<b>2014 Budget Vacancy Benefits Offset</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>	
15	Finance	515500	<b>2015 Budget Vacancy Benefits Offset</b>				<b>-22,156</b>	<b>-1,747</b>	<b>-1,765</b>	<b>-1,766</b>	<b>-2,158</b>	<b>-1,762</b>	<b>-1,715</b>	<b>-1,812</b>	<b>-1,812</b>	<b>-1,809</b>	<b>-1,806</b>	<b>-2,196</b>	<b>-1,807</b>	<b>-22,156</b>	<b>0.0%</b>
Comments: Staff benefits offset forecasted at 2% of total benefit cost. Benefits include Medical, Dental, Vision, Life, Retirement, Disability, and employer's share of medicare and social security taxes.																					
15	Finance	516000	2009	Workers Compensation Insura	27,200	2,947	2,947	0	0	8,840	0	0	3,165	2,009	2,009	-5,160	16,756				
15	Finance	516000	2010	Workers Compensation Insura	27,500	2,009	2,009	2,009	2,009	2,009	2,009	0	6,951	2,998	2,998	3,858	30,870	84.2%			
15	Finance	516000	2011	Workers Compensation Insura	30,000	2,655	2,998	2,998	2,998	2,998	2,998	0	0	12,064	3,850	0	36,560	18.4%			
15	Finance	516000	2012	Workers Compensation Insura	30,000	3,171	3,171	3,171	3,171	3,171	0	0	25,349	9,353	10,829	9,353	73,908	102.2%			
15	Finance	516000	2013	Workers Compensation Insura	124,863	9,353	9,353	9,353	9,353	9,353	9,353	9,353	0	21,959	8,779	8,779	114,345	54.7%			
15	Finance	516000	<b>2014 Forecast Workers Compensation Insurance</b>				<b>8,779</b>	<b>8,779</b>	<b>8,779</b>	<b>8,779</b>	<b>8,779</b>	<b>16,061</b>	<b>8,779</b>	<b>8,779</b>	<b>8,578</b>	<b>6,982</b>	<b>11,939</b>	<b>11,939</b>	<b>116,954</b>	<b>2.3%</b>	
15	Finance	516000	<b>2014 Budget Workers Compensation Insura</b>				<b>108,563</b>	<b>8,779</b>	<b>12,516</b>	<b>8,516</b>	<b>8,516</b>	<b>108,563</b>	<b>-5.1%</b>								
15	Finance	516000	<b>2015 Budget Workers Compensation Insura</b>				<b>90,819</b>	<b>6,982</b>	<b>6,982</b>	<b>6,982</b>	<b>6,982</b>	<b>6,982</b>	<b>6,982</b>	<b>13,963</b>	<b>7,000</b>	<b>7,000</b>	<b>7,000</b>	<b>90,819</b>	<b>-22.3%</b>		
Comments: Reduced budget due to Tier A rating by the State Fund. Coverage renews on March.																					
15	Finance	517000	2009	Unemployment Insurance	15,000	0	0	450	11,268	0	0	5,031	0	0	0	0	16,749				
15	Finance	517000	2010	Unemployment Insurance	20,000	0	0	0	1,493	6,537	0	0	17,324	0	0	4,476	0	29,830	78.1%		
15	Finance	517000	2011	Unemployment Insurance	35,000	0	0	0	14,230	0	0	0	6,523	0	0	4,500	0	25,253	-15.3%		
15	Finance	517000	2012	Unemployment Insurance	30,000	0	6,568	0	10,909	0	0	9,834	0	0	5,836	0	0	33,147	31.3%		
15	Finance	517000	2013	Unemployment Insurance	16,800	0	2,550	0	5,850	0	0	0	0	0	-72	0	0	8,328	-74.9%		
15	Finance	517000	<b>2014 Forecast Unemployment Insurance</b>				<b>0</b>	<b>0</b>	<b>236</b>	<b>0</b>	<b>242</b>	<b>0</b>	<b>0</b>	<b>-25</b>	<b>0</b>	<b>-12</b>	<b>0</b>	<b>0</b>	<b>441</b>	<b>-94.7%</b>	
15	Finance	517000	<b>2014 Budget Unemployment Insurance</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-100.0%</b>	
15	Finance	517000	<b>2015 Budget Unemployment Insurance</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-100.0%</b>	
Comments: None expected.																					
25	P&P	514010	2009	Temporary Employment	30,000	2,367	1,873	2,428	3,008	1,645	1,656	3,221	1,732	1,391	3,036	3,318	3,948	29,623			
25	P&P	514010	2010	Temporary Employment	30,000	4,809	2,100	1,959	1,938	1,569	3,106	3,557	2,998	3,528	4,953	3,979	3,780	38,274	29.2%		
25	P&P	514010	2011	Temporary Employment	40,000	6,743	4,727	3,772	5,606	3,195	8,193	7,907	9,134	12,859	13,754	11,641	10,795	98,327	156.9%		
25	P&P	514010	2012	Temporary Employment	50,000	13,602	3,972	4,616	2,479	100	3,003	1,340	2,585	1,058	1,287	823	2,552	37,417	-61.9%		
25	P&P	514010	2013	Temporary Employment	20,860	2,756	894	2,159	0	3,213	1,836	2,638	1,840	3,220	0	0	3,994	22,551	-39.7%		
25	P&P	514010	<b>2014 Forecast Temporary Employment</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>400</b>	<b>2,500</b>	<b>0</b>	<b>2,900</b>	<b>-87.1%</b>	
25	P&P	514010	<b>2014 Budget Temporary Employment</b>				<b>10,000</b>	<b>2,500</b>	<b>10,000</b>	<b>-55.7%</b>											
25	P&P	514010	<b>2015 Budget Temporary Employment</b>				<b>5,900</b>	<b>1,950</b>	<b>1,950</b>	<b>200</b>	<b>5,900</b>	<b>103.4%</b>									
R&R: Temporary staff for ref to assist at ref during all-staff days, and to assist during vacations, and other periods when staff is out. Propose to continue L. Levine's assignment P&P: Do not anticipate branch substitutes. Ralph should complete this area for reference desk staffing. Law school students who volunteer for minimum of 14 hours post externship qualify for potential pay at \$25 per hour at reference. Ralph may add extern or independent librarian contract hours for intermittent fill in for allstaff meetings, unplanned illness or extended vacation time. Also to cover office hours in additional ebranch locations such as Santa Monica or Patriotic Hall if professional staff adds these sites to the schedules.CIRC: TECH: CMS: Recruit (2) SCALL interns for July-Aug 2014, assuming half of the cost shared by SCALL ICYP committee, at approx. \$2250 per intern (208 hrs x \$10.80/hr). Sandi (5/15/14): For budgeting and planning purposes, I am approving \$3500 to pay ICYP for 2 SCALL interns, with the understanding that the 3rd will be funded by ICYP. My cost estimate is based upon the following calculation from the email string below: 162 hours @ a rate of \$10.80 would be \$1750 for each intern.																					

Los Angeles Law Library: Item Detail

Forecast: Fiscal Year Ending 6/30/15

Dept.	Dept. Name	GL No.	Budget	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total	% Inc		
13	HR	514015	2009	Recruitment Costs	20,000	0	99	25	0	600	0	0	0	0	330	364	1,418		
13	HR	514015	2010	Recruitment Costs	20,000	263	1,349	513	0	0	25	0	152	133	0	5,000	495	7,930	459.3%
13	HR	514015	2011	Recruitment Costs	15,000	111	50	50	194	67	0	475	0	0	427	11,875	1,187	14,436	82.1%
13	HR	514015	2012	Recruitment Costs	20,000	0	0	0	0	0	400	175	15,600	0	0	444	419	17,038	18.0%
13	HR	514015	2013	Recruitment Costs	1,742	28	0	489	0	225	0	511	4,120	0	212	0	0	5,584	-67.2%
13	HR	514015	2014 Forecast Recruitment Costs			0	146	2,052	0	0	0	39	745	330	0	150	150	3,612	-35.3%
13	HR	514015	2014 Budget Recruitment Costs			1,800	150	150	150	150	150	150	150	150	150	150	150	1,800	-67.8%
13	HR	514015	2015 Budget Recruitment Costs			0	0	0	0	0	0	0	0	0	0	0	0	0	-100.0%
Comments: None expected.																			
15	Finance	517500	2009	Accrued Sick Expense												33,048	33,048		
15	Finance	517500	2010	Accrued Sick Expense												-7,944	-7,944	-124.0%	
15	Finance	517500	2011	Accrued Sick Expense												30,977	30,977	-489.9%	
15	Finance	517500	2012	Accrued Sick Expense												1,803	1,803	-94.2%	
15	Finance	517500	2013	Accrued Sick Expense	2,500	0	0	0	0	0	0	0	0	0	0	-46,026	-46,026	-2652.7%	
15	Finance	517500	2014 Forecast Accrued Sick Expense			0	0	0	0	0	0	0	0	0	0	-2,500	-2,500	-94.6%	
15	Finance	517500	2014 Budget Accrued Sick Expense			-2,500	0	0	0	0	0	0	0	0	0	-2,500	-2,500	-94.6%	
15	Finance	517500	2015 Budget Accrued Sick Expense			3,000										3,000	3,000	-220.0%	
Comments:																			
15	Finance	518000	2009	Accrued Vacation Expense												7,889	7,889		
15	Finance	518000	2010	Accrued Vacation Expense												7,068	7,068	-10.4%	
15	Finance	518000	2011	Accrued Vacation Expense												14,718	14,718	108.2%	
15	Finance	518000	2012	Accrued Vacation Expense												-4,125	-4,125	-128.0%	
15	Finance	518000	2013	Accrued Vacation Expense	2,500	0	0	0	0	0	0	0	0	0	0	-10,846	-10,846	162.9%	
15	Finance	518000	2014 Forecast Accrued Vacation Expense			12,706	-12,706	0	0	0	0	0	0	0	0	0	0	0	-100.0%
15	Finance	518000	2014 Budget Accrued Vacation Expense			-50,000	0	0	0	0	0	-50,000	0	0	0	0	-50,000	361.0%	
15	Finance	518000	2015 Budget Accrued Vacation Expense			3,000										3,000	3,000	0.0%	
Comments: Staff furlough reflected in salary expense for FY2015 vs. in Accrued Vacation Expense for FY2014. Actual FY2014 actual furlough savings realized in salary expense.																			
15	Finance	518500	2009	OPEB Expense	25,000	0	0	0	0	0	0	0	0	0	0	0	0	0	
15	Finance	518500	2010	OPEB Expense	15,000	0	0	0	0	0	0	0	0	0	0	569,360	569,360	0.0%	
15	Finance	518500	2011	OPEB Expense	10,000	0	0	0	0	0	0	0	0	0	0	556,446	556,446	-2.3%	
15	Finance	518500	2012	OPEB Expense	12,000	0	0	0	0	0	0	0	0	0	0	323,182	323,182	-41.9%	
15	Finance	518500	2013	OPEB Expense	0	0	0	0	0	0	0	0	0	0	0	291,978	291,978	-9.7%	
15	Finance	518500	2014 Forecast OPEB Expense			27,083	27,083	27,083	27,083	27,083	27,083	27,083	27,083	27,083	27,083	27,083	325,002	11.3%	
15	Finance	518500	2014 Budget OPEB Expense			325,000	0	0	0	0	0	0	0	0	0	0	325,000	11.3%	
15	Finance	518500	2015 Budget OPEB Expense			277,804	23,150	23,150	23,150	23,150	23,150	23,150	23,150	23,150	23,150	23,154	277,804	-14.5%	
Comments: Based on new actuarial analysis in light of CERBT fund.																			
15	Finance	518550	2009	TMP	25,000	0	0	0	0	5,231	0	0	0	0	0	4,872	10,102		
15	Finance	518550	2010	TMP	15,000	0	0	0	0	4,039	0	0	0	0	140	5,272	9,451	-6.4%	
15	Finance	518550	2011	TMP	10,000	0	0	0	0	5,849	0	0	0	0	0	8,005	13,854	46.6%	
15	Finance	518550	2012	TMP	12,000	1,265	-1,222	670	777	754	4,028	852	985	1,039	885	530	3,976	14,539	4.9%
15	Finance	518550	2013	TMP	11,632	532	695	540	540	653	2,672	525	1,641	666	597	376	4,378	13,815	-5.0%
15	Finance	518550	2014 Forecast TMP			703	703	703	703	-904	5,859	-603	703	613	2,788	703	2,667	14,639	6.0%
15	Finance	518550	2014 Budget TMP			12,000	667	667	667	667	2,667	667	667	667	667	667	2,667	12,000	-13.1%
15	Finance	518550	2015 Budget TMP			15,000	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	15,000	2.5%
Comments: MJ: Expect same level of participation as FY 2014. Proposed 33% increase to monthly METRO passes in May 2014, from \$75 to \$100.																			
15	Finance	518560	2009	Payroll & Benefit Admin	30,000	1,064	3,301	2,205	2,464	2,176	2,212	1,456	1,410	896	869	1,251	1,256	20,561	
15	Finance	518560	2010	Payroll & Benefit Admin	25,000	544	2,049	922	1,375	933	2,268	1,188	1,760	1,611	1,059	863	2,990	17,563	-14.6%
15	Finance	518560	2011	Payroll & Benefit Admin	17,000	779	817	751	1,230	1,023	1,262	2,225	1,581	985	1,362	1,108	1,002	14,125	-19.6%
15	Finance	518560	2012	Payroll & Benefit Admin	15,000	989	1,207	1,296	1,407	2,880	1,040	1,074	1,561	1,543	943	1,047	1,115	16,099	14.0%
15	Finance	518560	2013	Payroll & Benefit Admin	17,946	3,322	1,564	957	1,028	1,057	1,018	1,260	1,689	1,521	1,028	1,079	1,076	16,600	0.3%
15	Finance	518560	2014 Forecast Payroll & Benefit Admin			1,337	1,629	1,329	2,026	508	1,326	1,613	1,848	1,262	1,320	1,500	1,500	17,199	3.6%
15	Finance	518560	2014 Budget Payroll & Benefit Admin			18,000	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	18,000	8.4%
15	Finance	518560	2015 Budget Payroll & Benefit Admin			15,000	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	15,000	-12.8%
Library Mater Comments: MJ: 14.9% decrease due to transfer of Sage and Empower maintenance costs to "Software Maintenance" below. If we were to bring COBRA administration inhouse (using ManageEase) we can save \$500 for FY 2015 since we already prepaid \$1K to Infinisource for calendar year 2014.																			

Los Angeles Law Library: Item Detail

Forecast: Fiscal Year Ending 6/30/15

Dept.	Dept. Name	GL No.		Budget	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total	% Inc		
23	R&R	601999	2009	American Continuations	1,890,000	37,956	204,624	66,266	417,578	52,456	279,858	206,341	89,833	107,995	45,997	130,001	159,570	1,798,474		
23	R&R	601999	2010	American Continuations	2,000,000	139,184	47,212	184,604	414,804	164,872	120,698	303,579	147,750	102,585	129,526	113,970	193,048	2,061,832	14.6%	
23	R&R	601999	2011	American Continuations	2,200,000	143,207	161,732	112,838	130,252	133,164	237,760	164,414	202,355	653,883	32,171	221,132	130,219	2,323,126	12.7%	
23	R&R	601999	2012	American Continuations	2,400,000	112,504	79,352	177,354	129,266	138,712	610,585	177,541	239,852	346,405	180,636	51,369	212,880	2,456,456	5.7%	
23	R&R	601999	2013	American Continuations	2,424,835	65,329	200,403	68,343	140,854	225,321	82,657	195,584	594,472	481,112	130,062	118,692	133,680	2,436,509	-0.8%	
23	R&R	601999	<b>2014 Forecast American Continuations</b>				<b>42,535</b>	<b>113,793</b>	<b>183,141</b>	<b>27,616</b>	<b>94,501</b>	<b>53,396</b>	<b>472,325</b>	<b>391,079</b>	<b>455,612</b>	<b>134,590</b>	<b>138,089</b>	<b>144,990</b>	<b>2,251,666</b>	<b>-7.6%</b>
23	R&R	601999	<b>2014 Budget American Continuations</b>				<b>2,419,435</b>	<b>153,964</b>	<b>153,964</b>	<b>153,964</b>	<b>153,964</b>	<b>549,872</b>	<b>329,923</b>	<b>153,964</b>	<b>153,964</b>	<b>153,964</b>	<b>153,964</b>	<b>153,964</b>	<b>2,419,435</b>	<b>-0.7%</b>
23	R&R	601999	<b>2015 Budget American Continuations</b>				<b>2,144,105</b>	<b>138,089</b>	<b>138,089</b>	<b>138,088</b>	<b>138,089</b>	<b>463,250</b>	<b>299,971</b>	<b>138,089</b>	<b>138,089</b>	<b>138,089</b>	<b>138,089</b>	<b>138,089</b>	<b>2,144,105</b>	<b>-4.8%</b>
Reductions are based upon whether available online, or production has ceased, or cancelled.																				
23	R&R	602999	2009	American New Orders	105,000	7,206	4,034	6,957	16,850	4,129	4,876	5,819	10,193	6,083	6,779	11,774	10,286	94,987		
23	R&R	602999	2010	American New Orders	100,000	31,230	8,370	9,553	5,426	6,121	10,353	13,406	8,167	13,418	25,971	75,121	7,061	214,198	125.5%	
23	R&R	602999	2011	American New Orders	150,000	5,116	57,804	6,269	5,050	4,969	7,925	11,252	5,159	10,866	9,473	6,682	10,465	141,030	-34.2%	
23	R&R	602999	2012	American New Orders	150,000	9,451	14,547	10,736	4,219	5,277	10,501	12,608	8,612	6,893	9,768	5,828	6,054	104,494	-25.9%	
23	R&R	602999	2013	American New Orders	87,103	7,821	4,245	8,132	4,604	3,355	8,502	4,450	4,668	3,940	8,154	4,293	2,159	64,323	-38.4%	
23	R&R	602999	<b>2014 Forecast American New Orders</b>				<b>5,465</b>	<b>4,607</b>	<b>10,831</b>	<b>6,405</b>	<b>10,342</b>	<b>5,847</b>	<b>4,153</b>	<b>6,988</b>	<b>1,411</b>	<b>6,767</b>	<b>6,186</b>	<b>6,187</b>	<b>75,189</b>	<b>16.9%</b>
23	R&R	602999	<b>2014 Budget American New Orders</b>				<b>98,977</b>	<b>8,248</b>	<b>98,977</b>	<b>53.9%</b>										
23	R&R	602999	<b>2015 Budget American New Orders</b>				<b>73,418</b>	<b>6,186</b>	<b>5,371</b>	<b>6,186</b>	<b>6,187</b>	<b>73,418</b>	<b>-2.4%</b>							
Maintaining FY2014 forecast with small reduction.																				
23	R&R	609199	2009	Branch Continuations	345,000	15,046	12,517	27,302	113,640	5,330	29,332	25,688	5,166	9,862	32,690	9,962	23,090	309,626		
23	R&R	609199	2010	Branch Continuations	290,000	14,675	22,023	14,050	118,049	19,504	14,664	19,052	1,104	28,233	31,967	27,651	26,010	336,981	8.8%	
23	R&R	609199	2011	Branch Continuations	350,000	9,669	17,883	18,709	31,584	679	15,556	26,043	2,297	139,934	12,240	46,943	38,728	360,265	6.9%	
23	R&R	609199	2012	Branch Continuations	350,000	13,791	19,923	16,794	15,293	2,003	142,924	31,897	3,029	17,280	23,059	29,278	49,675	364,945	1.3%	
23	R&R	609199	2013	Branch Continuations	90,877	24,073	0	1,775	58	8,624	8,411	4,606	23,583	1,076	2,708	2,544	5,021	82,479	-77.4%	
23	R&R	609199	<b>2014 Forecast Branch Continuations</b>				<b>2,151</b>	<b>915</b>	<b>649</b>	<b>900</b>	<b>880</b>	<b>1,204</b>	<b>15,191</b>	<b>14,660</b>	<b>797</b>	<b>1,817</b>	<b>3,902</b>	<b>4,095</b>	<b>47,161</b>	<b>-42.8%</b>
23	R&R	609199	<b>2014 Budget Branch Continuations</b>				<b>56,087</b>	<b>4,674</b>	<b>56,087</b>	<b>-32.0%</b>										
23	R&R	609199	<b>2015 Budget Branch Continuations</b>				<b>46,817</b>	<b>3,902</b>	<b>3,899</b>	<b>46,817</b>	<b>-0.7%</b>									
Maintaining FY2014 forecast with small reduction.																				
23	R&R	609299	2009	Branch New Orders	85,500	2,064	0	153	333	344	1,356	118	0	1,061	1,844	205	3,832	11,310		
23	R&R	609299	2010	Branch New Orders	20,000	514	94	488	0	222	0	133	163	0	88	0	490	2,192	-80.6%	
23	R&R	609299	2011	Branch New Orders	20,000	291	1,299	856	588	1,846	10,017	423	214	0	0	725	1,789	18,048	723.2%	
23	R&R	609299	2012	Branch New Orders	70,000	0	657	81	0	0	634	0	332	548	0	328	0	2,580	-85.7%	
23	R&R	609299	2013	Branch New Orders	0	0	0	0	0	0	0	0	0	4,441	0	110	711	5,262	103.9%	
23	R&R	609299	<b>2014 Forecast Branch New Orders</b>				<b>35</b>	<b>108</b>	<b>0</b>	<b>29</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>83</b>	<b>83</b>	<b>338</b>	<b>-93.6%</b>
23	R&R	609299	<b>2014 Budget Branch New Orders</b>				<b>1,320</b>	<b>110</b>	<b>1,320</b>	<b>-74.9%</b>										
23	R&R	609299	<b>2015 Budget Branch New Orders</b>				<b>999</b>	<b>86</b>	<b>83</b>	<b>999</b>	<b>195.6%</b>									
Small increase in Branch New Orders compared to forecasted FY2014.																				
23	R&R	603999	2009	Commonwealth Continuations	427,500	27,643	23,331	31,453	30,268	22,890	44,223	51,637	27,108	17,600	24,043	23,774	28,770	352,741		
23	R&R	603999	2010	Commonwealth Continuations	375,000	15,804	24,627	27,120	27,795	24,498	19,969	80,615	35,088	11,690	16,986	43,648	45,375	373,214	5.8%	
23	R&R	603999	2011	Commonwealth Continuations	375,000	20,846	19,256	25,308	22,400	33,041	52,514	28,970	67,786	46,422	30,586	28,461	35,496	411,086	10.1%	
23	R&R	603999	2012	Commonwealth Continuations	400,000	20,067	35,880	43,496	20,926	45,933	48,374	36,900	51,687	74,463	27,716	39,716	30,736	475,894	15.8%	
23	R&R	603999	2013	Commonwealth Continuations	393,355	31,680	28,660	19,977	50,559	36,739	35,466	43,829	21,388	67,910	24,602	30,135	26,208	417,153	-12.3%	
23	R&R	603999	<b>2014 Forecast Commonwealth Continuations</b>				<b>16,035</b>	<b>24,741</b>	<b>25,024</b>	<b>12,480</b>	<b>16,244</b>	<b>8,760</b>	<b>44,740</b>	<b>36,228</b>	<b>51,893</b>	<b>14,844</b>	<b>22,986</b>	<b>23,618</b>	<b>297,593</b>	<b>-28.7%</b>
23	R&R	603999	<b>2014 Budget Commonwealth Continuations</b>				<b>349,718</b>	<b>29,143</b>	<b>349,718</b>	<b>-16.2%</b>										
23	R&R	603999	<b>2015 Budget Commonwealth Continuations</b>				<b>272,323</b>	<b>22,986</b>	<b>19,486</b>	<b>22,986</b>	<b>22,980</b>	<b>272,323</b>	<b>-8.5%</b>							
Reductions are based upon whether available online, or production has ceased, or cancelled.																				

**Los Angeles Law Library: Item Detail**

Forecast: Fiscal Year Ending 6/30/15

Dept.	Dept. Name	GL No.		Budget	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total	% Inc		
23	R&R	604999	2009	Commonwealth New Orders	9,750	11	603	847	620	0	617	859	767	930	95	6	3,494	8,848		
23	R&R	604999	2010	Commonwealth New Orders	7,500	1,383	771	1,453	642	0	0	715	34	589	314	271	414	6,587	-25.6%	
23	R&R	604999	2011	Commonwealth New Orders	7,500	0	289	473	120	0	648	0	1,473	856	0	1,651	906	6,417	-2.6%	
23	R&R	604999	2012	Commonwealth New Orders	6,500	367	901	0	370	152	832	0	1,022	462	0	141	1,226	5,474	-14.7%	
23	R&R	604999	2013	Commonwealth New Orders	2,764	0	0	492	0	0	1,066	657	0	104	734	0	0	3,053	-44.2%	
23	R&R	604999	<b>2014 Forecast Commonwealth New Orders</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>144</b>	<b>144</b>	<b>288</b>	<b>-90.6%</b>	
23	R&R	604999	<b>2014 Budget Commonwealth New Orders</b>				<b>2,309</b>	<b>770</b>	<b>770</b>	<b>110</b>	<b>110</b>	<b>110</b>	<b>110</b>	<b>110</b>	<b>110</b>	<b>0</b>	<b>0</b>	<b>2,309</b>	<b>-24.4%</b>	
23	R&R	604999	<b>2015 Budget Commonwealth New Orders</b>				<b>1,732</b>	<b>148</b>	<b>144</b>	<b>1,732</b>	<b>501.4%</b>									
Commonwealth New Orders is based upon patrons' request during FY2014.																				
23	R&R	605999	2009	Foreign Continuations	277,500	8,357	5,695	21,942	29,704	15,492	31,587	31,755	24,679	12,575	15,959	6,996	15,063	219,803		
23	R&R	605999	2010	Foreign Continuations	220,000	8,838	9,776	11,858	16,431	18,586	17,275	34,715	36,146	3,475	25,243	25,145	18,863	226,351	3.0%	
23	R&R	605999	2011	Foreign Continuations	225,000	8,673	8,814	6,439	13,498	13,976	36,958	8,655	29,981	46,442	27,107	8,710	9,401	218,653	-3.4%	
23	R&R	605999	2012	Foreign Continuations	230,000	9,463	14,289	22,731	13,018	18,367	13,462	34,220	24,959	39,705	20,405	10,915	15,378	236,912	8.4%	
23	R&R	605999	2013	Foreign Continuations	193,811	3,828	12,765	14,272	7,761	19,527	29,456	8,150	32,782	42,180	14,623	3,981	20,062	209,387	-11.6%	
23	R&R	605999	<b>2014 Forecast Foreign Continuations</b>				<b>5,314</b>	<b>14,424</b>	<b>4,163</b>	<b>9,848</b>	<b>42,504</b>	<b>6,525</b>	<b>11,162</b>	<b>20,041</b>	<b>33,617</b>	<b>9,422</b>	<b>13,908</b>	<b>14,129</b>	<b>185,057</b>	<b>-11.6%</b>
23	R&R	605999	<b>2014 Budget Foreign Continuations</b>				<b>197,954</b>	<b>16,496</b>	<b>197,954</b>	<b>-5.5%</b>										
23	R&R	605999	<b>2015 Budget Foreign Continuations</b>				<b>163,397</b>	<b>13,909</b>	<b>10,408</b>	<b>13,908</b>	<b>163,397</b>	<b>-11.7%</b>								
Reductions are based upon whether available online, or production has ceased, or cancelled.																				
23	R&R	606999	2009	Foreign New Orders	39,000	668	565	977	1,111	617	3,090	433	1,086	2,528	384	1,720	6,464	19,641		
23	R&R	606999	2010	Foreign New Orders	22,000	557	4,448	3,717	2,597	633	602	1,827	436	1,971	1,884	1,692	1,594	21,959	11.8%	
23	R&R	606999	2011	Foreign New Orders	25,000	1,593	3,080	569	1,042	836	3,250	4,630	1,590	8,406	1,055	3,807	3,834	33,692	53.4%	
23	R&R	606999	2012	Foreign New Orders	35,000	11,854	6,559	1,795	2,598	4,433	1,131	72	262	0	1,703	1,198	969	32,572	-3.3%	
23	R&R	606999	2013	Foreign New Orders	13,135	508	903	225	508	195	386	0	167	79	271	136	1,677	5,055	-84.5%	
23	R&R	606999	<b>2014 Forecast Foreign New Orders</b>				<b>1,085</b>	<b>834</b>	<b>1,088</b>	<b>755</b>	<b>737</b>	<b>447</b>	<b>533</b>	<b>3,558</b>	<b>76</b>	<b>34</b>	<b>1,237</b>	<b>1,237</b>	<b>11,620</b>	<b>129.9%</b>
23	R&R	606999	<b>2014 Budget Foreign New Orders</b>				<b>19,795</b>	<b>2,199</b>	<b>2,199</b>	<b>2,199</b>	<b>1,650</b>	<b>1,650</b>	<b>1,650</b>	<b>1,650</b>	<b>1,650</b>	<b>1,100</b>	<b>1,100</b>	<b>1,100</b>	<b>19,795</b>	<b>291.6%</b>
23	R&R	606999	<b>2015 Budget Foreign New Orders</b>				<b>14,846</b>	<b>1,239</b>	<b>1,237</b>	<b>14,846</b>	<b>27.8%</b>									
Foreign New Orders based on FY2014 forecast.																				
23	R&R	607999	2009	International Continuations	183,000	7,397	4,177	10,144	10,202	34,812	8,080	23,738	8,715	4,774	8,300	11,357	10,719	142,415		
23	R&R	607999	2010	International Continuations	150,000	6,040	7,246	10,501	12,565	11,805	23,009	10,302	25,193	2,295	8,144	14,249	10,956	142,305	-0.1%	
23	R&R	607999	2011	International Continuations	150,000	6,915	5,331	6,652	9,761	24,828	17,315	10,880	9,763	17,199	10,838	7,812	10,211	137,504	-3.4%	
23	R&R	607999	2012	International Continuations	140,000	5,394	7,601	9,713	7,611	30,706	14,119	24,272	12,018	10,248	8,793	4,805	9,145	144,425	5.0%	
23	R&R	607999	2013	International Continuations	131,141	4,859	9,183	8,582	7,352	20,645	11,613	10,706	21,012	13,820	7,639	9,177	13,676	138,264	-4.3%	
23	R&R	607999	<b>2014 Forecast International Continuations</b>				<b>4,318</b>	<b>12,800</b>	<b>8,105</b>	<b>8,297</b>	<b>11,136</b>	<b>7,688</b>	<b>14,818</b>	<b>20,189</b>	<b>12,129</b>	<b>10,114</b>	<b>7,849</b>	<b>8,033</b>	<b>125,475</b>	<b>-9.2%</b>
23	R&R	607999	<b>2014 Budget International Continuations</b>				<b>112,174</b>	<b>9,348</b>	<b>112,174</b>	<b>-18.9%</b>										
23	R&R	607999	<b>2015 Budget International Continuations</b>				<b>94,183</b>	<b>7,849</b>	<b>94,183</b>	<b>-24.9%</b>										
Reductions are based upon whether available online, or production has ceased, or cancelled.																				
23	R&R	608999	2009	International New Orders	17,250	0	1,183	1,608	101	830	170	2,697	1,187	219	190	551	4,371	13,109		
23	R&R	608999	2010	International New Orders	15,000	1,618	842	1,174	398	1,611	735	1,788	1,341	518	406	2,726	342	13,500	3.0%	
23	R&R	608999	2011	International New Orders	15,000	173	2,560	594	1,301	286	781	1,271	1,169	2,084	1,044	1,243	1,304	13,811	2.3%	
23	R&R	608999	2012	International New Orders	15,000	869	822	2,059	2,326	69	1,805	712	1,302	463	639	3,998	333	15,397	11.5%	
23	R&R	608999	2013	International New Orders	6,912	316	424	644	790	877	47	216	212	307	679	834	1,410	6,756	-56.1%	
23	R&R	608999	<b>2014 Forecast International New Orders</b>				<b>98</b>	<b>1,123</b>	<b>683</b>	<b>559</b>	<b>754</b>	<b>759</b>	<b>103</b>	<b>664</b>	<b>741</b>	<b>310</b>	<b>412</b>	<b>412</b>	<b>6,618</b>	<b>-2.0%</b>
23	R&R	608999	<b>2014 Budget International New Orders</b>				<b>6,598</b>	<b>1,100</b>	<b>1,100</b>	<b>550</b>	<b>0</b>	<b>0</b>	<b>6,598</b>	<b>-2.3%</b>						
23	R&R	608999	<b>2015 Budget International New Orders</b>				<b>4,949</b>	<b>417</b>	<b>412</b>	<b>4,949</b>	<b>-25.2%</b>									
Reductions are based upon whether available online, or production has ceased, or cancelled.																				
23	R&R	609399	2009	General/Librarianship Continu	54,050	2,211	3,491	8,006	9,534	2,372	5,219	4,890	1,587	5,353	2,717	1,786	9,866	57,034		
23	R&R	609399	2010	General/Librarianship Continu	50,000	2,437	3,621	3,684	10,244	5,562	632	7,237	10,098	2,195	3,602	1,162	3,753	54,228	-4.9%	
23	R&R	609399	2011	General/Librarianship Continu	55,000	6,264	5,990	2,846	9,192	4,378	13,168	7,690	2,997	3,424	6,760	3,886	4,188	70,782	30.5%	
23	R&R	609399	2012	General/Librarianship Continu	55,000	793	3,712	5,027	151	2,953	6,278	7,477	916	3,445	2,551	336	4,097	37,736	-46.7%	
23	R&R	609399	2013	General/Librarianship Continu	34,110	215	1,802	1,268	2,531	9,698	1,036	3,341	3,089	2,547	2,575	823	1,936	30,861	-18.2%	
23	R&R	609399	<b>2014 Forecast General/Librarianship Continuations</b>				<b>63</b>	<b>1,650</b>	<b>2,124</b>	<b>527</b>	<b>11,165</b>	<b>525</b>	<b>876</b>	<b>1,239</b>	<b>2,479</b>	<b>1,946</b>	<b>2,316</b>	<b>2,356</b>	<b>27,266</b>	<b>-11.6%</b>
23	R&R	609399	<b>2014 Budget General/Librarianship Continu</b>				<b>32,992</b>	<b>2,749</b>	<b>32,992</b>	<b>6.9%</b>										
23	R&R	609399	<b>2015 Budget General/Librarianship Continu</b>				<b>27,790</b>	<b>2,316</b>	<b>2,315</b>	<b>27,790</b>	<b>1.9%</b>									
FY2015 Budget for General/Librarianship Continuations is based upon FY2014 Forecast.																				

**Los Angeles Law Library: Item Detail**

Forecast: Fiscal Year Ending 6/30/15

Dept.	Dept. Name	GL No.	Budget	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total	% Inc		
23	R&R	609499	2009	General/Librarianship New Or	2,100	36	0	0	0	90	218	264	0	72	0	1,224	1,903		
23	R&R	609499	2010	General/Librarianship New Or	1,000	660	400	41	74	118	417	562	24	131	327	127	91	2,971	56.1%
23	R&R	609499	2011	General/Librarianship New Or	2,000	27	92	26	40	446	0	76	0	244	0	806	453	2,210	-25.6%
23	R&R	609499	2012	General/Librarianship New Or	2,000	751	616	280	180	150	257	0	106	121	277	20	177	2,935	32.8%
23	R&R	609499	2013	General/Librarianship New Or	2,528	257	177	210	0	95	98	59	0	728	0	0	0	1,624	-44.7%
23	R&R	609499	2014 Forecast General/Librarianship New Orders		0	284	42	441	22	0	227	112	16	75	165	164	1,547	-4.7%	
23	R&R	609499	2014 Budget General/Librarianship New Or		2,639	220	220	220	220	220	220	220	220	220	220	220	2,639	62.5%	
23	R&R	609499	2015 Budget General/Librarianship New Or		1,979	165	165	165	165	165	165	165	165	165	165	164	1,979	27.9%	
			General/Librarianship New Orders is based upon FY2014 Forecast.																
15	Finance	690000	2009	Library Materials Transferred to Assets	-751	-616	-280	-180	-150	-257	0	-106	-121	0	0	0	-2,461		
15	Finance	690000	2010	Library Materials Transferred to Assets	0	0	0	0	0	0	0	0	0	0	0	0	0	-100.0%	
15	Finance	690000	2011	Library Materials Transferred to Assets	751	616	280	180	150	257	0	106	121	0	0	0	2,461	0.0%	
15	Finance	690000	2012	Library Materials Transferred to Assets	0	0	0	0	0	0	0	0	0	0	0	0	0	-100.0%	
15	Finance	690000	2013	Library Materials Transferred to Assets	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	
15	Finance	690000	2014 Forecast Library Materials Transferred to Assets		-77,097	-175,280	-235,850	-67,857	-188,286	-85,149	-564,128	-494,758	-558,771	-179,920	-197,276	-205,448	-3,029,819	0.0%	
15	Finance	690000	2014 Budget Library Materials Transferred t		-3,300,000	-229,022	-229,022	-227,812	-227,262	-623,170	-403,221	-227,262	-227,262	-227,262	-226,602	-226,052	-226,052	-3,300,000	0.0%
15	Finance	690000	2015 Budget Library Materials Transferred t		-2,846,538	-197,291	-189,461	-197,275	-197,276	-522,437	-359,158	-197,276	-197,276	-197,276	-197,276	-197,276	-197,276	-2,846,538	-6.0%
<b>Facilities:</b>			<b>Comments:</b>																
39	Facilities	801005	2009	Repair & Maintenance	15,000	1,571	203	624	203	1,014	802	2,032	168	4,022	14,343	1,756	3,430	30,166	
39	Facilities	801005	2010	Repair & Maintenance	25,000	3,874	1,577	902	6,813	5,384	5,553	-6,363	1,580	300	1,151	1,571	2,372	24,713	-18.1%
39	Facilities	801005	2011	Repair & Maintenance	25,000	1,443	1,271	4,175	901	1,454	701	4,465	5,813	1,106	2,350	200	9,528	33,406	35.2%
39	Facilities	801005	2012	Repair & Maintenance	25,000	376	14,180	9,778	1,269	3,262	8,082	2,844	8,552	3,242	4,537	1,523	10,056	67,701	102.7%
39	Facilities	801005	2013	Repair & Maintenance	31,211	4,819	4,021	3,519	2,186	1,782	886	3,170	6,715	1,978	1,770	1,153	560	32,558	-51.9%
39	Facilities	801005	2014 Forecast Repair & Maintenance		540	2,624	2,279	5,089	2,417	2,949	3,270	6,269	1,950	2,103	500	9,582	39,572	21.5%	
39	Facilities	801005	2014 Budget Repair & Maintenance		36,060	1,443	1,271	4,175	3,200	1,454	701	4,465	5,813	1,106	2,350	500	9,582	36,060	10.8%
39	Facilities	801005	2015 Budget Repair & Maintenance		34,668	2,889	2,889	2,889	2,889	2,889	2,889	2,889	2,889	2,889	2,889	2,889	2,889	34,668	-12.4%
			FAC: Based on reduction of current forecast by 10%																
39	Facilities	801010	2009	Building Services	35,000	3,444	2,471	552	648	547	539	647	567	3,614	4,518	1,747	570	19,865	
39	Facilities	801010	2010	Building Services	20,000	669	865	560	640	853	1,831	1,881	1,084	3,463	707	2,893	614	16,059	-19.2%
39	Facilities	801010	2011	Building Services	27,500	725	2,537	913	551	1,527	618	1,307	473	6,984	2,284	699	931	19,547	21.7%
39	Facilities	801010	2012	Building Services	23,000	801	1,179	699	2,373	729	832	2,623	742	3,593	1,143	747	747	16,209	-17.1%
39	Facilities	801010	2013	Building Services	13,730	817	1,016	836	946	747	866	765	3,501	1,099	1,206	2,143	1,186	15,127	-6.7%
39	Facilities	801010	2014 Forecast Building Services		822	2,535	838	1,965	596	2,529	3,337	3,185	412	333	699	931	18,181	20.2%	
39	Facilities	801010	2014 Budget Building Services		21,090	817	2,537	913	2,000	1,527	618	1,307	473	6,984	2,284	699	931	21,090	39.4%
39	Facilities	801010	2015 Budget Building Services		24,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	24,000	32.0%
			FAC: Based on current forecast																
39	Facilities	801015	2009	Cleaning Supplies	15,000	124	2,222	1,174	909	1,865	1,352	614	1,092	1,552	1,864	5,514	1,542	19,822	
39	Facilities	801015	2010	Cleaning Supplies	20,000	1,012	1,586	1,082	2,041	632	2,006	1,465	1,122	2,179	3,004	2,209	1,950	20,287	2.3%
39	Facilities	801015	2011	Cleaning Supplies	20,000	1,934	1,829	2,916	2,324	1,332	2,236	2,412	538	2,533	13,425	9,354	1,186	42,019	107.1%
39	Facilities	801015	2012	Cleaning Supplies	25,000	1,812	1,738	2,598	562	3,388	1,694	635	1,599	2,170	1,368	1,038	1,963	20,566	-51.1%
39	Facilities	801015	2013	Cleaning Supplies	21,618	1,597	2,155	2,024	111	2,366	2,865	410	1,490	1,994	1,876	2,449	19,336	-6.0%	
39	Facilities	801015	2014 Forecast Cleaning Supplies		0	1,492	0	2,164	1,683	1,398	0	1,519	21	1,857	1,700	1,700	13,533	-30.0%	
39	Facilities	801015	2014 Budget Cleaning Supplies		21,700	1,700	1,800	2,000	1,700	2,300	1,700	1,700	2,000	1,700	1,700	1,700	1,700	21,700	12.2%
39	Facilities	801015	2015 Budget Cleaning Supplies		15,504	1,292	1,292	1,292	1,292	1,292	1,292	1,292	1,292	1,292	1,292	1,292	1,292	15,504	14.6%
			FAC: Based on current forecast																
39	Facilities	801020	2009	Electricity & Water	90,000	10,478	8,942	9,834	8,834	8,949	6,464	7,096	6,215	6,332	9,268	8,615	8,474	99,499	
39	Facilities	801020	2010	Electricity & Water	100,000	10,206	9,857	10,217	9,372	9,263	8,266	6,637	7,651	7,698	7,847	7,802	10,083	104,899	5.4%
39	Facilities	801020	2011	Electricity & Water	110,000	10,627	10,689	11,622	14,694	10,575	553	15,757	7,875	8,463	8,452	9,234	11,273	119,814	14.2%
39	Facilities	801020	2012	Electricity & Water	120,000	842	21,523	11,691	10,193	476	17,467	8,346	8,703	9,331	556	18,258	11,342	118,730	-0.9%
39	Facilities	801020	2013	Electricity & Water	115,399	12,260	11,397	12,371	9,727	0	9,746	8,312	7,409	15,965	7,555	9,106	10,179	114,028	-4.0%
39	Facilities	801020	2014 Forecast Electricity & Water		11,149	10,793	0	11,816	9,580	412	23,312	7,473	0	16,532	10,000	10,000	111,067	-2.6%	
39	Facilities	801020	2014 Budget Electricity & Water		126,618	12,260	11,397	12,371	9,727	9,263	9,756	8,344	7,500	16,000	10,000	10,000	126,618	11.0%	
39	Facilities	801020	2015 Budget Electricity & Water		132,000	11,000	11,000	11,000	11,000	11,000	11,000	11,000	11,000	11,000	11,000	11,000	132,000	18.8%	
			Anticipated rate increase																

Los Angeles Law Library: Item Detail

Forecast: Fiscal Year Ending 6/30/15

Dept.	Dept. Name	GL No.	Budget	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total	% Inc	
39	Facilities	801025	2009 Elevator Maintenance	15,000	1,053	1,053	1,382	1,053	1,053	1,323	1,099	1,099	1,099	1,099	1,099	13,506		
39	Facilities	801025	2010 Elevator Maintenance	15,000	1,099	1,428	1,099	1,099	1,099	1,099	1,447	1,447	1,097	1,097	1,097	14,203	5.2%	
39	Facilities	801025	2011 Elevator Maintenance	15,000	1,097	1,097	1,097	1,097	1,097	1,950	1,160	1,160	1,160	1,160	1,160	14,393	1.3%	
39	Facilities	801025	2012 Elevator Maintenance	15,000	1,160	1,160	1,160	1,160	1,160	1,586	1,226	9,941	1,226	21,805	1,226	44,034	205.9%	
39	Facilities	801025	2013 Elevator Maintenance	-4,922	1,226	1,226	1,226	1,226	1,226	1,247	1,247	1,247	2,023	1,247	1,247	15,612	-64.5%	
39	Facilities	801025	<b>2014 Forecast Elevator Maintenance</b>		<b>1,247</b>	<b>1,247</b>	<b>1,247</b>	<b>1,247</b>	<b>1,247</b>	<b>1,267</b>	<b>1,267</b>	<b>1,267</b>	<b>1,661</b>	<b>1,661</b>	<b>1,661</b>	<b>16,265</b>	<b>4.2%</b>	
39	Facilities	801025	<b>2014 Budget Elevator Maintenance</b>	<b>14,610</b>	<b>1,200</b>	<b>1,200</b>	<b>1,200</b>	<b>1,200</b>	<b>1,200</b>	<b>1,220</b>	<b>1,220</b>	<b>1,220</b>	<b>1,250</b>	<b>1,250</b>	<b>1,250</b>	<b>14,610</b>	<b>-6.4%</b>	
39	Facilities	801025	<b>2015 Budget Elevator Maintenance</b>	<b>15,000</b>	<b>1,250</b>	<b>15,000</b>	<b>-7.8%</b>											
<b>FAC: Current</b>																		
39	Facilities	801030	2009 Heating & Cooling	30,000	6,782	4,004	4,258	3,724	4,770	1,600	1,874	6,399	1,385	1,649	2,612	5,166	44,222	
39	Facilities	801030	2010 Heating & Cooling	45,000	2,725	3,341	4,128	2,679	1,872	1,868	1,096	1,251	1,694	1,670	1,837	5,709	29,868	-32.5%
39	Facilities	801030	2011 Heating & Cooling	30,000	3,124	3,434	0	5,327	1,789	2,692	1,293	1,161	1,505	1,945	2,328	2,669	27,267	-8.7%
39	Facilities	801030	2012 Heating & Cooling	30,000	6,686	4,072	3,764	2,687	1,369	2,825	1,093	0	3,258	0	1,850	7,684	35,288	29.4%
39	Facilities	801030	2013 Heating & Cooling	34,827	0	5,268	9,330	0	3,511	1,568	1,381	1,047	2,352	1,682	0	7,459	33,598	-4.8%
39	Facilities	801030	<b>2014 Forecast Heating &amp; Cooling</b>		<b>4,026</b>	<b>277</b>	<b>3,523</b>	<b>3,526</b>	<b>2,485</b>	<b>2,714</b>	<b>0</b>	<b>2,625</b>	<b>1,573</b>	<b>2,361</b>	<b>2,750</b>	<b>3,200</b>	<b>29,060</b>	<b>-13.5%</b>
39	Facilities	801030	<b>2014 Budget Heating &amp; Cooling</b>	<b>35,900</b>	<b>5,000</b>	<b>5,000</b>	<b>4,000</b>	<b>3,500</b>	<b>3,500</b>	<b>1,560</b>	<b>1,390</b>	<b>1,050</b>	<b>2,350</b>	<b>2,600</b>	<b>2,750</b>	<b>3,200</b>	<b>35,900</b>	<b>6.9%</b>
39	Facilities	801030	<b>2015 Budget Heating &amp; Cooling</b>	<b>29,117</b>	<b>2,375</b>	<b>2,992</b>	<b>2,375</b>	<b>29,117</b>	<b>0.2%</b>									
<b>FAC: Based on current forecast</b>																		
15	Finance	801035	2009 Insurance	240,000	22,401	22,478	22,478	22,478	23,431	23,354	23,354	23,354	23,354	21,124	21,287	272,446		
15	Finance	801035	2010 Insurance	280,000	21,287	21,287	21,287	21,287	22,216	22,404	22,404	22,404	22,404	13,483	22,568	22,733	255,762	-6.1%
15	Finance	801035	2011 Insurance	280,000	22,568	22,568	22,568	22,568	21,978	21,978	21,978	21,978	21,978	21,659	22,026	22,026	265,871	4.0%
15	Finance	801035	2012 Insurance	275,000	22,026	22,026	22,026	22,056	17,982	17,982	17,982	17,982	17,982	54,654	26,188	26,188	285,074	7.2%
15	Finance	801035	2013 Insurance	277,866	22,777	22,777	22,777	22,777	22,777	22,777	22,777	22,777	20,342	18,841	20,784	264,955	-7.1%	
15	Finance	801035	<b>2014 Forecast Insurance</b>		<b>20,784</b>	<b>20,784</b>	<b>20,784</b>	<b>20,784</b>	<b>20,621</b>	<b>20,808</b>	<b>20,808</b>	<b>20,808</b>	<b>20,808</b>	<b>23,677</b>	<b>23,677</b>	<b>255,149</b>	<b>-3.7%</b>	
15	Finance	801035	<b>2014 Budget Insurance</b>	<b>273,978</b>	<b>22,550</b>	<b>23,677</b>	<b>23,677</b>	<b>273,978</b>	<b>3.4%</b>									
15	Finance	801035	<b>2015 Budget Insurance</b>	<b>280,664</b>	<b>22,862</b>	<b>22,862</b>	<b>22,862</b>	<b>22,862</b>	<b>22,683</b>	<b>22,888</b>	<b>22,888</b>	<b>22,888</b>	<b>22,888</b>	<b>26,045</b>	<b>26,045</b>	<b>280,664</b>	<b>10.0%</b>	
<b>Comments: Anticipate 10% increase per marketplace.</b>																		
39	Facilities	801040	2009 Janitorial Services	83,000	6,982	6,982	6,982	6,982	6,982	6,982	6,982	6,982	6,982	6,982	6,982	83,780		
39	Facilities	801040	2010 Janitorial Services	84,000	6,982	6,982	6,982	6,982	7,082	7,082	7,082	7,082	7,082	7,082	7,492	7,082	84,990	1.4%
39	Facilities	801040	2011 Janitorial Services	90,000	7,082	7,082	7,293	7,293	7,293	7,293	7,293	7,293	7,293	7,653	7,293	87,458	2.9%	
39	Facilities	801040	2012 Janitorial Services	92,000	7,293	7,293	7,293	7,293	7,293	7,293	7,293	7,293	7,293	7,613	0	14,587	87,841	0.4%
39	Facilities	801040	2013 Janitorial Services	87,677	7,293	7,921	7,921	0	7,921	8,291	8,296	8,421	16,843	8,421	8,421	98,174	11.8%	
39	Facilities	801040	<b>2014 Forecast Janitorial Services</b>		<b>8,421</b>	<b>102,054</b>	<b>4.0%</b>											
39	Facilities	801040	<b>2014 Budget Janitorial Services</b>	<b>100,521</b>	<b>8,421</b>	<b>8,421</b>	<b>8,421</b>	<b>8,421</b>	<b>8,421</b>	<b>8,421</b>	<b>6,890</b>	<b>8,421</b>	<b>8,421</b>	<b>8,421</b>	<b>8,421</b>	<b>100,521</b>	<b>2.4%</b>	
39	Facilities	801040	<b>2015 Budget Janitorial Services</b>	<b>105,060</b>	<b>8,755</b>	<b>105,060</b>	<b>2.9%</b>											
<b>Anticipated rate increase is 3% per janitorial contractor.</b>																		
39	Facilities	801045	2009 Landscaping	15,000	1,200	1,270	2,400	1,200	1,200	1,620	1,200	3,685	1,200	1,200	1,200	1,200	18,575	
39	Facilities	801045	2010 Landscaping	20,000	1,200	1,200	1,200	1,200	1,200	1,200	1,200	3,685	1,200	1,200	1,200	16,885	-9.1%	
39	Facilities	801045	2011 Landscaping	15,000	1,200	1,200	1,200	1,200	1,200	1,200	1,200	2,910	1,200	2,400	1,200	17,310	2.5%	
39	Facilities	801045	2012 Landscaping	12,000	1,200	1,200	0	0	0	0	0	0	0	0	2,400	4,800	-72.3%	
39	Facilities	801045	2013 Landscaping	7,085	0	0	0	0	0	0	1,050	2,100	1,050	0	2,100	6,300	31.3%	
39	Facilities	801045	<b>2014 Forecast Landscaping</b>		<b>1,050</b>	<b>1,050</b>	<b>0</b>	<b>2,100</b>	<b>1,050</b>	<b>1,050</b>	<b>1,050</b>	<b>4,575</b>	<b>1,050</b>	<b>1,050</b>	<b>1,050</b>	<b>16,125</b>	<b>156.0%</b>	
39	Facilities	801045	<b>2014 Budget Landscaping</b>	<b>14,400</b>	<b>1,200</b>	<b>14,400</b>	<b>128.6%</b>											
39	Facilities	801045	<b>2015 Budget Landscaping</b>	<b>14,400</b>	<b>1,200</b>	<b>14,400</b>	<b>-10.7%</b>											
<b>Possible RFP during FY15</b>																		
39	Facilities	801050	2009 Security	120,000	9,500	10,951	10,879	16,070	11,900	11,252	11,442	11,459	11,112	15,905	11,934	11,570	143,975	
39	Facilities	801050	2010 Security	145,000	11,542	12,254	18,258	13,090	13,075	17,908	13,124	13,111	13,230	13,664	13,451	12,645	165,352	14.8%
39	Facilities	801050	2011 Security	185,000	18,268	8,580	19,383	14,016	13,980	18,836	8,699	15,087	13,854	20,609	9,022	24,932	185,265	12.0%
39	Facilities	801050	2012 Security	200,000	14,169	14,169	14,037	16,026	21,835	30,229	22,438	21,988	21,807	22,609	21,640	31,179	252,126	36.1%
39	Facilities	801050	2013 Security	197,838	16,323	16,641	16,325	16,905	16,132	17,113	17,121	16,511	17,772	12,884	8,972	25,177	197,875	-21.5%
39	Facilities	801050	<b>2014 Forecast Security</b>		<b>14,200</b>	<b>13,434</b>	<b>8,904</b>	<b>18,815</b>	<b>14,049</b>	<b>13,520</b>	<b>17,802</b>	<b>12,909</b>	<b>13,972</b>	<b>14,055</b>	<b>21,131</b>	<b>14,087</b>	<b>176,878</b>	<b>-10.6%</b>
39	Facilities	801050	<b>2014 Budget Security</b>	<b>180,632</b>	<b>14,087</b>	<b>14,087</b>	<b>14,087</b>	<b>14,087</b>	<b>21,131</b>	<b>14,087</b>	<b>11,587</b>	<b>14,087</b>	<b>14,087</b>	<b>14,087</b>	<b>21,131</b>	<b>14,087</b>	<b>180,632</b>	<b>-8.7%</b>
39	Facilities	801050	<b>2015 Budget Security</b>	<b>162,000</b>	<b>13,500</b>	<b>162,000</b>	<b>-8.4%</b>											
<b>Anticipating a possible 10% decrease due to Security RFP and staffing adjustments.</b>																		

**Los Angeles Law Library: Item Detail**

Forecast: Fiscal Year Ending 6/30/15

Dept.	Dept. Name	GL No.		Budget	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total	% Inc		
39	Facilities	801355	2009	Room Rental Expense													0			
39	Facilities	801355	2010	Room Rental Expense													0	0.0%		
39	Facilities	801355	2011	Room Rental Expense													0	0.0%		
39	Facilities	801355	2012	Room Rental Expense													0	0.0%		
39	Facilities	801355	2013	Room Rental Expense	0											0	0	0.0%		
39	Facilities	801355	<b>2014 Forecast Room Rental Expense</b>				815	0	507	234	1,219	8,588	191	504	35	0	550	550	13,193	0.0%
39	Facilities	801355	<b>2014 Budget Room Rental Expense</b>				0											0	0.0%	
39	Facilities	801355	<b>2015 Budget Room Rental Expense</b>				15,600	1,300	1,300	1,300	1,300	1,300	1,300	1,300	1,300	1,300	1,300	15,600	18.2%	
			Includes holiday party rental and in-house catering supplies																	
39	Facilities	801360	2009	Special Events Expense													0			
39	Facilities	801360	2010	Special Events Expense													0	0.0%		
39	Facilities	801360	2011	Special Events Expense													0	0.0%		
39	Facilities	801360	2012	Special Events Expense													0	0.0%		
39	Facilities	801360	2013	Special Events Expense	0											0	0	0.0%		
39	Facilities	801360	<b>2014 Forecast Special Events Expense</b>				112	0	354	6,450	3,471	69	86	117	568	3,717	1,542	1,542	18,028	0.0%
39	Facilities	801360	<b>2014 Budget Special Events Expense</b>				18,500	1,542	1,542	1,542	1,542	1,542	1,542	1,542	1,542	1,542	1,542	1,542	18,500	0.0%
39	Facilities	801360	<b>2015 Budget Special Events Expense</b>				18,662	953	953	953	8,100	953	953	953	1,032	953	953	18,662	3.5%	
			Includes Law Week and Pro Bono Week signage, food and beverage, etc. (Offset in large part by sponsorship income)																	
39	Facilities	801100	2009	Furniture & Appliances (<3K)	5,000	0	0	194	0	2,661	0	0	0	0	0	0	2,855			
39	Facilities	801100	2010	Furniture & Appliances (<3K)	5,000	427	0	0	0	609	0	0	3,102	662	0	579	5,379	88.4%		
39	Facilities	801100	2011	Furniture & Appliances (<3K)	7,500		1,251	663	713	5,634	0	1,010	2,118	1,380	3,297	221	0	16,287	202.8%	
39	Facilities	801100	2012	Furniture & Appliances (<3K)	15,000	0	0	0	380	595	0	0	600	401	0	200	2,176	-86.6%		
39	Facilities	801100	2013	Furniture & Appliances (<3K)	2,642	0	0	0	0	1,142	0	0	1,413	0	183	275	3,012	38.4%		
39	Facilities	801100	<b>2014 Forecast Furniture &amp; Appliances (&lt;3K)</b>				0	0	19	0	12	0	0	654	417	417	1,518	-49.6%		
39	Facilities	801100	<b>2014 Budget Furniture &amp; Appliances (&lt;3K)</b>				5,000	417	417	417	417	417	417	417	417	417	417	5,000	66.0%	
39	Facilities	801100	<b>2015 Budget Furniture &amp; Appliances (&lt;3K)</b>				1,920	160	160	160	160	160	160	160	160	160	160	1,920	26.5%	
39	Facilities	801110	2009	Equipment (<3K)	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
39	Facilities	801110	2010	Equipment (<3K)	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%		
39	Facilities	801110	2011	Equipment (<3K)	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%		
39	Facilities	801110	2012	Equipment (<3K)	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%		
39	Facilities	801110	2013	Equipment (<3K)	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%		
39	Facilities	801110	<b>2014 Forecast Equipment (&lt;3K)</b>				2,310	1,600	0	0	0	0	96	387	-352	0	0	4,041	0.0%	
39	Facilities	801110	<b>2014 Budget Equipment (&lt;3K)</b>				2,800	2,800	0	0	0	0	0	0	0	0	0	2,800	0.0%	
39	Facilities	801110	<b>2015 Budget Equipment (&lt;3K)</b>				3,600	300	300	300	300	300	300	300	300	300	300	3,600	-10.9%	
			FAC: 10% reduction of current forecast																	
39	Facilities	801115	2009	Building Alterations (<3K)	25,000	1,201	2,648	84	2,450	617	27	0	303	0	6,113	2,791	16,234			
39	Facilities	801115	2010	Building Alterations (<3K)	4,000	3,898	781	1,010	2,438	1,598	7,168	-11,011	0	1,705	1,735	422	2,000	11,744	-27.7%	
39	Facilities	801115	2011	Building Alterations (<3K)	10,000	2,864	624	800	2,644	2,681	7,364	2,805	0	750	777	0	0	21,309	81.4%	
39	Facilities	801115	2012	Building Alterations (<3K)	15,000	0	0	3,245	0	480	0	0	0	195	0	185	4,105	-80.7%		
39	Facilities	801115	2013	Building Alterations (<3K)	14,192	2,021	0	0	3,065	6,958	0	4,832	0	0	0	978	17,853	334.9%		
39	Facilities	801115	<b>2014 Forecast Building Alterations (&lt;3K)</b>				0	0	0	0	0	0	0	0	0	968	968	1,936	-89.2%	
39	Facilities	801115	<b>2014 Budget Building Alterations (&lt;3K)</b>				11,616	968	968	968	968	968	968	968	968	968	968	11,616	-34.9%	
39	Facilities	801115	<b>2015 Budget Building Alterations (&lt;3K)</b>				4,500	375	375	375	375	375	375	375	375	375	375	4,500	132.4%	
			Technology: FAC: 10% reduction of current forecast																	

Los Angeles Law Library: Item Detail

Forecast: Fiscal Year Ending 6/30/15

Dept.	Dept. Name	GL No.		Budget	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total	% Inc			
33	Technology	801210	2009	Software Maintenance	35,000	1,186	1,353	1,194	2,184	1,194	1,240	1,194	1,729	1,194	889	1,198	5,120	19,673			
33	Technology	801210	2010	Software Maintenance	35,000	1,222	1,114	1,382	3,608	1,871	2,086	1,441	6,244	2,415	3,347	9,022	1,979	35,731	81.6%		
33	Technology	801210	2011	Software Maintenance	24,100	2,259	3,189	2,169	1,710	1,897	2,450	1,930	2,290	7,468	1,734	11,750	5,983	44,828	25.5%		
33	Technology	801210	2012	Software Maintenance	45,000	6,788	1,349	974	4,265	1,363	4,049	5,022	11,423	974	974	1,255	15,021	53,459	19.3%		
33	Technology	801210	2013	Software Maintenance	29,579	1,765	2,974	1,159	1,709	3,229	3,629	3,451	1,951	2,538	2,507	1,714		30,476	-43.0%		
33	Technology	801210	<b>2014 Forecast Software Maintenance</b>				<b>4,197</b>	<b>498</b>	<b>1,698</b>	<b>4,428</b>	<b>1,972</b>	<b>1,861</b>	<b>1,903</b>	<b>3,204</b>	<b>1,397</b>	<b>2,054</b>	<b>12,700</b>	<b>3</b>	<b>35,916</b>	<b>17.8%</b>	
33	Technology	801210	<b>2014 Budget Software Maintenance</b>				<b>36,110</b>	<b>833</b>	<b>14,646</b>	<b>3</b>	<b>1,003</b>	<b>253</b>	<b>3</b>	<b>3</b>	<b>3,803</b>	<b>2,853</b>	<b>12,700</b>	<b>3</b>	<b>36,110</b>	<b>18.5%</b>	
33	Technology	801210	<b>2015 Budget Software Maintenance</b>				<b>15,883</b>	<b>1,093</b>	<b>1,093</b>	<b>1,093</b>	<b>1,093</b>	<b>1,095</b>	<b>1,445</b>	<b>1,236</b>	<b>1,236</b>	<b>1,236</b>	<b>1,596</b>	<b>1,739</b>	<b>1,928</b>	<b>15,883</b>	<b>-55.8%</b>
TECH: Historical figures up to 2014 reflected software & hardware maintenance combined. Splitting them into separate accounts starting 2015. Includes Abra & Empower maintenance, previously coded as HR/Payroll expense.																					
33	Technology	801212	2009	Hardware Maintenance														0			
33	Technology	801212	2010	Hardware Maintenance														0	0.0%		
33	Technology	801212	2011	Hardware Maintenance														0	0.0%		
33	Technology	801212	2012	Hardware Maintenance														0	0.0%		
33	Technology	801212	2013	Hardware Maintenance														0	0.0%		
33	Technology	801212	<b>2014 Forecast Hardware Maintenance</b>																0	0.0%	
33	Technology	801212	<b>2014 Budget Hardware Maintenance</b>				<b>0</b>												0	0.0%	
33	Technology	801212	<b>2015 Budget Hardware Maintenance</b>				<b>14,748</b>	<b>1,191</b>	<b>1,191</b>	<b>1,191</b>	<b>1,191</b>	<b>1,451</b>	<b>1,191</b>	<b>1,191</b>	<b>1,191</b>	<b>1,191</b>	<b>1,291</b>	<b>1,291</b>	<b>14,748</b>	<b>0.0%</b>	
TECH: Hardware maintenance service renewals, etc.																					
33	Technology	801215	2009	Software (<3K)	0													0			
33	Technology	801215	2010	Software (<3K)	0													0	0.0%		
33	Technology	801215	2011	Software (<3K)	0													0	0.0%		
33	Technology	801215	2012	Software (<3K)	0													0	0.0%		
33	Technology	801215	2013	Software (<3K)	0												0	0	0.0%		
33	Technology	801215	<b>2014 Forecast Software (&lt;3K)</b>				<b>0</b>	<b>218</b>	<b>475</b>	<b>0</b>	<b>0</b>	<b>417</b>	<b>144</b>	<b>0</b>	<b>1,176</b>	<b>175</b>	<b>140</b>	<b>375</b>	<b>3,120</b>	<b>0.0%</b>	
33	Technology	801215	<b>2014 Budget Software (&lt;3K)</b>				<b>30,375</b>	<b>7,750</b>	<b>0</b>	<b>3,200</b>	<b>1,500</b>	<b>1,000</b>	<b>350</b>	<b>0</b>	<b>5,560</b>	<b>10,500</b>	<b>140</b>	<b>375</b>	<b>30,375</b>	<b>0.0%</b>	
33	Technology	801215	<b>2015 Budget Software (&lt;3K)</b>				<b>15,000</b>	<b>1,550</b>	<b>2,500</b>	<b>2,000</b>	<b>1,500</b>	<b>1,000</b>	<b>300</b>	<b>0</b>	<b>3,000</b>	<b>3,000</b>	<b>150</b>	<b>0</b>	<b>15,000</b>	<b>380.8%</b>	
33	Technology	801220	2009	Hardware (<3K)	10,000	3,461	3,755	1,443	769	0	87	5,578	610	2,435	339	23	388	18,888			
33	Technology	801220	2010	Hardware (<3K)	25,000	161	2,773	435	504	2,076	1,117	88	1,122	696	714	1,351	4,551	15,587	-17.5%		
33	Technology	801220	2011	Hardware (<3K)	15,000	3,105	1,224	1,070	274	3,805	691	2,380	5,714	5,111	3,553	500	4,102	31,530	102.3%		
33	Technology	801220	2012	Hardware (<3K)	30,000	203	541	198	57	176	193	392	3,818	1,679	11,505	315	4,284	23,361	-25.9%		
33	Technology	801220	2013	Hardware (<3K)	24,421	1,074		3,613	388	1,448	1,194	2,183	592	931	413	0	978	12,815	-45.1%		
33	Technology	801220	<b>2014 Forecast Hardware (&lt;3K)</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>69</b>	<b>0</b>	<b>550</b>	<b>339</b>	<b>352</b>	<b>389</b>	<b>0</b>	<b>0</b>	<b>1,699</b>	<b>-86.7%</b>	
33	Technology	801220	<b>2014 Budget Hardware (&lt;3K)</b>				<b>5,000</b>	<b>1,000</b>	<b>0</b>	<b>1,000</b>	<b>3,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5,000</b>	<b>-61.0%</b>	
33	Technology	801220	<b>2015 Budget Hardware (&lt;3K)</b>				<b>4,500</b>	<b>1,000</b>	<b>0</b>	<b>0</b>	<b>1,000</b>	<b>1,000</b>	<b>0</b>	<b>1,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,500</b>	<b>164.9%</b>	
33	Technology	801225	2009	Computer Supplies	0													0			
33	Technology	801225	2010	Computer Supplies	0													0	0.0%		
33	Technology	801225	2011	Computer Supplies	0													0	0.0%		
33	Technology	801225	2012	Computer Supplies	0													0	0.0%		
33	Technology	801225	2013	Computer Supplies	0												0	0	0.0%		
33	Technology	801225	<b>2014 Forecast Computer Supplies</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>68</b>	<b>78</b>	<b>0</b>	<b>330</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>500</b>	<b>0</b>	<b>976</b>	<b>0.0%</b>	
33	Technology	801225	<b>2014 Budget Computer Supplies</b>				<b>2,000</b>	<b>0</b>	<b>500</b>	<b>0</b>	<b>0</b>	<b>500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>500</b>	<b>0</b>	<b>2,000</b>	<b>0.0%</b>		
33	Technology	801225	<b>2015 Budget Computer Supplies</b>				<b>1,500</b>	<b>0</b>	<b>400</b>	<b>0</b>	<b>0</b>	<b>400</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>300</b>	<b>0</b>	<b>1,500</b>	<b>53.7%</b>		

**Los Angeles Law Library: Item Detail**

Forecast: Fiscal Year Ending 6/30/15

Dept.	Dept. Name	GL No.	Budget	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total	% Inc			
33	Technology	801230	2009	Integrated Library System	42,000	3,008	3,166	3,166	3,166	3,166	3,286	3,286	3,286	3,286	3,286	38,556				
33	Technology	801230	2010	Integrated Library System	40,000	3,286	3,255	3,255	3,255	3,255	3,317	3,317	3,317	3,317	3,317	39,464	2.4%			
33	Technology	801230	2011	Integrated Library System	40,000	3,317	3,191	6,491	3,191	3,191	3,254	3,254	3,254	3,254	3,254	42,367	7.4%			
33	Technology	801230	2012	Integrated Library System	42,000	3,254	3,254	3,254	3,254	3,254	3,378	3,378	3,378	3,378	3,378	39,794	-6.1%			
33	Technology	801230	2013	Integrated Library System	41,817	3,456	3,456	3,456	3,456	3,456	3,557	3,557	3,557	3,557	3,557	42,078	5.7%			
33	Technology	801230	<b>2014 Forecast Integrated Library System</b>			<b>3,560</b>	<b>3,560</b>	<b>3,560</b>	<b>3,560</b>	<b>3,560</b>	<b>3,699</b>	<b>3,699</b>	<b>3,699</b>	<b>3,699</b>	<b>3,600</b>	<b>3,600</b>	<b>43,354</b>	<b>3.0%</b>		
33	Technology	801230	<b>2014 Budget Integrated Library System</b>			<b>43,560</b>	<b>3,820</b>	<b>3,820</b>	<b>3,820</b>	<b>3,500</b>	<b>3,500</b>	<b>3,500</b>	<b>3,600</b>	<b>3,600</b>	<b>3,600</b>	<b>3,600</b>	<b>43,560</b>	<b>3.5%</b>		
33	Technology	801230	<b>2015 Budget Integrated Library System</b>			<b>45,000</b>	<b>3,750</b>	<b>45,000</b>	<b>3.8%</b>											
TECH: Annual increase of 3% in Voyager maintenance cost is applied by ILS vendor.																				
33	Technology	801235	2009	Telecommunications	30,000	1,946	2,857	1,310	3,550	3,054	4,356	2,714	1,685	1,871	2,151	2,166	2,102	29,763		
33	Technology	801235	2010	Telecommunications	35,000	2,099	1,370	5,079	2,187	2,420	2,612	2,300	2,191	1,825	2,551	1,674	2,200	28,508	-4.2%	
33	Technology	801235	2011	Telecommunications	30,000	1,737	1,927	2,250	2,266	3,840	2,151	2,366	2,215	2,581	2,349	2,201	2,542	28,425	-0.3%	
33	Technology	801235	2012	Telecommunications	42,000	2,736	1,584	2,158	2,371	2,435	1,958	2,140	2,185	2,237	2,166	2,360	4,107	28,438	0.0%	
33	Technology	801235	2013	Telecommunications	33,794	3,758	2,141	3,163	5,483	2,228	2,561	2,816	4,370	1,709	2,894	3,540	3,774	38,435	35.2%	
33	Technology	801235	<b>2014 Forecast Telecommunications</b>			<b>945</b>	<b>3,235</b>	<b>1,567</b>	<b>2,640</b>	<b>2,935</b>	<b>4,022</b>	<b>976</b>	<b>2,526</b>	<b>1,921</b>	<b>3,561</b>	<b>2,500</b>	<b>2,500</b>	<b>29,328</b>	<b>-23.7%</b>	
33	Technology	801235	<b>2014 Budget Telecommunications</b>			<b>33,000</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>	<b>4,500</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>	<b>33,000</b>	<b>-14.1%</b>		
33	Technology	801235	<b>2015 Budget Telecommunications</b>			<b>29,328</b>	<b>945</b>	<b>3,235</b>	<b>1,567</b>	<b>2,640</b>	<b>2,935</b>	<b>4,022</b>	<b>976</b>	<b>2,526</b>	<b>1,921</b>	<b>3,561</b>	<b>2,500</b>	<b>2,500</b>	<b>29,328</b>	<b>0.0%</b>
33	Technology	801245	2009	Tech & Data - Misc													0			
33	Technology	801245	2010	Tech & Data - Misc													0	0.0%		
33	Technology	801245	2011	Tech & Data - Misc													0	0.0%		
33	Technology	801245	2012	Tech & Data - Misc													0	0.0%		
33	Technology	801245	2013	Tech & Data - Misc	0											0	0	0.0%		
33	Technology	801245	<b>2014 Forecast Tech &amp; Data - Misc</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>35</b>	<b>0</b>	<b>35</b>	<b>0.0%</b>								
33	Technology	801245	<b>2014 Budget Tech &amp; Data - Misc</b>			<b>1,000</b>	<b>0</b>	<b>300</b>	<b>0</b>	<b>200</b>	<b>0</b>	<b>300</b>	<b>0</b>	<b>0</b>	<b>200</b>	<b>0</b>	<b>0</b>	<b>1,000</b>	<b>0.0%</b>	
33	Technology	801245	<b>2015 Budget Tech &amp; Data - Misc</b>			<b>800</b>	<b>0</b>	<b>0</b>	<b>300</b>	<b>0</b>	<b>300</b>	<b>0</b>	<b>0</b>	<b>200</b>	<b>0</b>	<b>0</b>	<b>800</b>	<b>2185.7%</b>		
33	Technology	801250	2009	Services													0			
33	Technology	801250	2010	Services													0	0.0%		
33	Technology	801250	2011	Services													0	0.0%		
33	Technology	801250	2012	Services													0	0.0%		
33	Technology	801250	2013	Services	0											0	0	0.0%		
33	Technology	801250	<b>2014 Forecast Services</b>													<b>0</b>	<b>0</b>	<b>0.0%</b>		
33	Technology	801250	<b>2014 Budget Services</b>			<b>0</b>										<b>0</b>	<b>0</b>	<b>0.0%</b>		
33	Technology	801250	<b>2015 Budget Services</b>			<b>5,000</b>	<b>0</b>	<b>0</b>	<b>500</b>	<b>1,000</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>0</b>	<b>5,000</b>	<b>0.0%</b>		
<b>General:</b>																				
Tech services: Misc. consulting \$5000.																				
15	Finance	801310	2009	Bank Charges	5,000	357	473	357	361	351	458	373	354	332	377	327	351	4,471		
15	Finance	801310	2010	Bank Charges	5,000	431	494	434	429	366	366	417	372	396	429	382	413	4,927	10.2%	
15	Finance	801310	2011	Bank Charges	5,000	520	580	518	468	480	425	451	404	507	436	495	485	5,768	17.1%	
15	Finance	801310	2012	Bank Charges	7,000	472	497	414	534	425	546	416	556	582	664	442	675	6,222	7.9%	
15	Finance	801310	2013	Bank Charges	6,609	747	509	535	412	539	501	459	451	567	549	499	508	6,276	0.9%	
15	Finance	801310	<b>2014 Forecast Bank Charges</b>			<b>512</b>	<b>477</b>	<b>470</b>	<b>539</b>	<b>0</b>	<b>640</b>	<b>550</b>	<b>688</b>	<b>659</b>	<b>669</b>	<b>500</b>	<b>500</b>	<b>6,203</b>	<b>-1.2%</b>	
15	Finance	801310	<b>2014 Budget Bank Charges</b>			<b>5,940</b>	<b>495</b>	<b>495</b>	<b>5,940</b>	<b>-5.4%</b>										
15	Finance	801310	<b>2015 Budget Bank Charges</b>			<b>6,203</b>	<b>512</b>	<b>477</b>	<b>470</b>	<b>539</b>	<b>0</b>	<b>640</b>	<b>550</b>	<b>688</b>	<b>659</b>	<b>669</b>	<b>500</b>	<b>500</b>	<b>6,203</b>	<b>0.0%</b>
Includes charges from Bank of America and American Express merchant accounts. Bank of America payroll account and Bank of America Positive Pay services.																				
35	CMS	801315	2009	Bibliographical Services	280,000	5,149	1,172	12,009	13,278	7,953	9,569	9,497	7,373	10,503	8,375	11,846	11,211	107,937		
35	CMS	801315	2010	Bibliographical Services	200,000	11,786	9,539	296	-2,501	-1,343	42,159	19,898	12,005	7,946	17,385	22,684	50,665	190,518	76.5%	
35	CMS	801315	2011	Bibliographical Services	450,000	44,195	37,284	14,611	45,379	80,270	54,893	24,191	81,762	22,120	43,585	21,068	17,656	487,014	155.6%	
35	CMS	801315	2012	Bibliographical Services	35,000	9,541	11,626	534	599	556	1,017	606	557	577	635	612	1,487	28,347	-94.2%	
35	CMS	801315	2013	Bibliographical Services	7,521	664	645	673	647	636	656		1,266	605	611	664	1,598	8,666	-69.4%	
35	CMS	801315	<b>2014 Forecast Bibliographical Services</b>			<b>635</b>	<b>33</b>	<b>0</b>	<b>0</b>	<b>1,282</b>	<b>681</b>	<b>696</b>	<b>628</b>	<b>608</b>	<b>654</b>	<b>710</b>	<b>710</b>	<b>6,637</b>	<b>-23.4%</b>	
35	CMS	801315	<b>2014 Budget Bibliographical Services</b>			<b>9,470</b>	<b>1,660</b>	<b>710</b>	<b>710</b>	<b>9,470</b>	<b>9.3%</b>									
35	CMS	801315	<b>2015 Budget Bibliographical Services</b>			<b>9,700</b>	<b>725</b>	<b>1,725</b>	<b>9,700</b>	<b>46.1%</b>										
CMS: Based on OCLC subscription rate as approved by OCLC board.																				

Los Angeles Law Library: Item Detail

Forecast: Fiscal Year Ending 6/30/15

Dept.	Dept. Name	GL No.		Budget	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total	% Inc			
35	CMS	801320	2009	Binding	50,000	6,431	6,070	1,817	5,480	2,829	5,243	1,960	1,501	4,224	3,977	7,404	7,159	54,096			
35	CMS	801320	2010	Binding	50,000	4,817	4,505	1,178	3,628	2,687	3,376	3,479	2,250	3,138	3,686	4,543	0	37,284	-31.1%		
35	CMS	801320	2011	Binding	50,000	0	0	0	7,279	4,482	4,951	368	0	0	0	0	0	17,081	-54.2%		
35	CMS	801320	2012	Binding	50,000	0	0	0	0	0	0	0	0	0	0	0	0	0	-100.0%		
35	CMS	801320	2013	Binding	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%		
35	CMS	801320	2014 Forecast Binding				0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	
35	CMS	801320	2014 Budget Binding				0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	
		801320	2015 Budget Binding				0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	
17	Executive Off	801325	2009	Board Expense	0													0			
17	Executive Off	801325	2010	Board Expense	0												1,432	1,432	0.0%		
17	Executive Off	801325	2011	Board Expense	0												2,219	2,219	55.0%		
17	Executive Off	801325	2012	Board Expense	0												2,102	2,102	-5.3%		
17	Executive Off	801325	2013	Board Expense	1,500	202	-134	114	230	167	174	119	0	-228	79	62	218	1,001	-52.4%		
17	Executive Off	801325	2014 Forecast Board Expense				122	0	104	79	106	84	136	66	196	152	110	110	1,265	26.4%	
17	Executive Off	801325	2014 Budget Board Expense				1,000	83	83	83	83	83	83	83	83	83	83	83	1,000	-0.1%	
		801325	2015 Budget Board Expense				4,300	3,108	108	108	108	108	108	108	108	108	108	108	4,300	239.9%	
Comments: 12 Board meetings per year plus committee meetings; reception in July																					
37	Communicati	801330	2009	Staff Meals & Events	15,000	695	700	148	386	197	6,573	283	360	448	834	293	265	11,182			
37	Communicati	801330	2010	Staff Meals & Events	15,000	4,973	400	979	647	1,201	319	5,276	545	1,620	320	393	465	17,139	53.3%		
37	Communicati	801330	2011	Staff Meals & Events	15,500	5,017	922	542	471	573	7,806	916	563	486	702	506	534	19,037	11.1%		
37	Communicati	801330	2012	Staff Meals & Events	15,000	847	527	116	108	1,044	4,556	1,011	0	70	0	0	206	8,485	-55.4%		
37	Communicati	801330	2013	Staff Meals & Events	9,630	0	117	38	82	30	5,763	2,462	42	0	282	605	0	9,420	11.0%		
37	Communicati	801330	2014 Forecast Staff Meals & Events				0	392	214	104	170	761	612	0	191	21	0	0	2,465	-73.8%	
37	Communicati	801330	2014 Budget Staff Meals & Events				2,600	200	1,000	0	0	1,000	200	0	200	0	0	0	2,600	-72.4%	
		801330	2015 Budget Staff Meals & Events				2,115	50	575	50	75	250	900	25	30	30	50	50	2,115	-14.2%	
COM: Funds distributed monthly throughout the year would allow "employee celebrations" for anniversaries, birthdays, births, holidays, (summer monthly ice cream socials)etc																					
15	Finance	801335	2009	Supplies - Office	26,000	1,908	2,230	2,136	2,954	1,290	2,130	2,165	3,672	2,225	2,717	1,506	3,769	28,700			
15	Finance	801335	2010	Supplies - Office	30,000	2,083	464	2,775	916	1,752	1,559	1,865	1,799	2,298	2,113	933	5,417	23,974	-16.5%		
15	Finance	801335	2011	Supplies - Office	20,000	1,953	862	1,163	1,769	2,925	9,076	3,544	1,750	1,546	1,482	2,474	2,606	31,148	29.9%		
15	Finance	801335	2012	Supplies - Office	40,000	1,286	2,791	1,668	851	2,800	3,342	2,405	2,447	2,530	2,087	1,707	3,275	27,187	-12.7%		
15	Finance	801335	2013	Supplies - Office	30,448	1,236	970	4,146	2,835	1,444	1,668	736	1,364	1,087	803	874	1,053	18,214	-33.0%		
15	Finance	801335	2014 Forecast Supplies - Office				695	1,751	2,838	30	761	1,226	496	438	786	531	833	833	11,218	-38.4%	
15	Finance	801335	2014 Budget Supplies - Office				10,000	833	833	833	833	833	833	833	833	833	833	833	10,000	-45.1%	
		801335	2015 Budget Supplies - Office				11,779	730	1,839	2,980	32	799	1,287	521	460	825	558	875	875	11,779	5.0%
Comments: MJ: 5% increase over last year actuals. 2 HP color copiers will increase the cost of toners. Heavier inhouse printing of collateral materials, flyers, signs, etc.																					
35	CMS	801337	2009	Supplies - Library Materials														0			
35	CMS	801337	2010	Supplies - Library Materials														0	0.0%		
35	CMS	801337	2011	Supplies - Library Materials														0	0.0%		
35	CMS	801337	2012	Supplies - Library Materials														0	0.0%		
35	CMS	801337	2013	Supplies - Library Materials	0	1,454	280	0	1,052	959	1,169	590	1,530	1,864	264	2,895	0	12,056	0.0%		
35	CMS	801337	2014 Forecast Supplies - Library Materials				1,776	0	966	0	865	0	1,191	1,657	0	284	794	794	8,326	-30.9%	
35	CMS	801337	2014 Budget Supplies - Library Materials				11,103	1,454	0	1,052	959	1,169	590	1,633	1,864	794	794	794	11,103	-7.9%	
		801337	2015 Budget Supplies - Library Materials				9,993	1,309	0	946	863	1,052	531	1,469	1,678	715	715	715	9,993	20.0%	

Los Angeles Law Library: Item Detail

Forecast: Fiscal Year Ending 6/30/15

Dept.	Dept. Name	GL No.	Budget	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total	% Inc			
35	Communicati	801340	2009	Stationary, Business Cards, etc	7,000	6,309	0	333	385	0	476	0	0	0	1,906	9,741				
35	Communicati	801340	2010	Stationary, Business Cards, etc	10,000	5,430	0	132	0	0	0	1,357	414	0	263	969	8,565	-12.1%		
35	Communicati	801340	2011	Stationary, Business Cards, etc	9,000	1,804	0	246	81	114	0	0	1,927	0	955	6,635	0	11,762	37.3%	
35	Communicati	801340	2012	Stationary, Business Cards, etc	15,000	645	458	0	1,295	387	36	26	582	409	764	134	0	4,734	-59.8%	
35	Communicati	801340	2013	Stationary, Business Cards, etc	7,025	169	1,201	670	79	622	329	174	602	543	0	0	4,388	-7.3%		
35	Communicati	801340	2014 Forecast Stationary, Business Cards, etc.			0	0	114	112	0	71	0	196	327	250	250	1,320	-69.9%		
35	Communicati	801340	2014 Budget Stationary, Business Cards, etc			6,000	500	500	500	500	500	500	500	500	500	500	6,000	36.7%		
		801340	2015 Budget Stationary, Business Cards, etc			1,340	125	125	125	125	65	75	75	125	125	125	1,340	1.5%		
P&P: JL, LT and Members program will need business cards. MM and RM anticipate enough to carry through budget cycle																				
39	Facilities	801345	2009	Delivery & Postage	20,000	924	3,071	732	898	851	550	1,867	813	527	913	1,802	809	13,756		
15	Facilities	801345	2010	Delivery & Postage	18,000	1,542	912	1,806	1,538	1,019	1,398	632	1,895	2,132	711	2,244	1,817	17,647	28.3%	
15	Facilities	801345	2011	Delivery & Postage	18,000	2,039	595	2,125	1,062	1,872	2,337	1,322	1,842	1,037	2,841	2,181	1,172	20,425	15.7%	
15	Facilities	801345	2012	Delivery & Postage	22,000	600	3,115	1,514	2,220	700	911	1,487	3,647	1,576	978	587	3,001	20,337	-0.4%	
15	Facilities	801345	2013	Delivery & Postage	18,161	1,125	1,889	792	686	2,241	1,276	633	1,309	642	217	576	722	12,108	-40.5%	
15	Facilities	801345	2014 Forecast Delivery & Postage			220	533	107	516	338	87	443	223	784	350	350	4,502	-62.8%		
15	Facilities	801345	2014 Budget Delivery & Postage			10,000	833	833	833	833	833	833	833	833	833	833	10,000	-17.4%		
		801345	2015 Budget Delivery & Postage			3,900	325	325	325	325	325	325	325	325	325	325	3,900	-13.4%		
P&P: Projection based on 50 mailer envelopes sent out during Pro Bono Week and 50 mailer envelopes sent out during Law Week - cost of postage: \$2.00. Anticipate @ 30 vs usual average of 12 Member packet mailings to go out this fiscal year due to anticipated additional remote subscribers to the bronze level which will require shipping. Member packets cost \$7 to ship.CIRC: TECH: CMS: COM: FAC:																				
15	Finance	801350	2009	Kitchen Supplies	5,000	169	321	358	246	652	124	285	261	429	463	503	295	4,106		
15	Finance	801350	2010	Kitchen Supplies	5,000	147	580	129	349	525	138	127	170	673	155	167	404	3,565	-13.2%	
15	Finance	801350	2011	Kitchen Supplies	3,600	395	442	334	185	302	1,446	370	413	404	288	683	2,617	7,880	121.1%	
15	Finance	801350	2012	Kitchen Supplies	8,500	555	835	668	1,064	921	1,023	1,461	1,082	671	797	634	741	10,451	32.6%	
15	Finance	801350	2013	Kitchen Supplies	8,655	671	747	704	515	544	722	325	451	1,000	353	701	3,367	10,100	-3.4%	
15	Finance	801350	2014 Forecast Kitchen Supplies			254	242	392	348	627	272	475	838	286	343	375	375	4,828	-52.2%	
15	Finance	801350	2014 Budget Kitchen Supplies			6,132	786	486	486	486	486	486	486	486	486	486	486	6,132	-39.3%	
		801350	2015 Budget Kitchen Supplies			4,828	254	242	392	348	627	272	475	838	286	343	375	375	4,828	0.0%
Comments: RFQ for coffee expected to be close to forecast.																				
23	P&P	801365	2009	Grant Application Expense														0		
23	P&P	801365	2010	Grant Application Expense														0	0.0%	
23	P&P	801365	2011	Grant Application Expense														0	0.0%	
23	P&P	801365	2012	Grant Application Expense														0	0.0%	
23	P&P	801365	2013	Grant Application Expense	0													0	0.0%	
23	P&P	801365	2014 Forecast Grant Application Expense			0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	
23	P&P	801365	2014 Budget Grant Application Expense			1,000	0	1,000	0	0	0	0	0	0	0	0	0	1,000	0.0%	
		801365	2015 Budget Grant Application Expense			0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	
Comments: Same as forecast.																				
33	Technology	801370	2009	Copy Center Expense	30,000	2,395	1,499	952	1,025	2,080	817	10,673	1,696	1,241	1,054	1,032	1,925	26,388		
33	Technology	801370	2010	Copy Center Expense	30,000	1,721	1,743	1,796	1,541	1,825	1,245	10,474	1,444	1,807	1,463	1,905	1,066	28,028	6.2%	
33	Technology	801370	2011	Copy Center Expense	30,000	1,444	1,425	1,098	1,091	1,817	794	11,878	1,124	1,561	1,533	2,438	1,169	27,372	-2.3%	
33	Technology	801370	2012	Copy Center Expense	30,000	2,170	1,839	2,349	1,754	1,958	1,757	11,808	1,736	1,696	1,802	1,560	2,091	32,521	18.8%	
33	Technology	801370	2013	Copy Center Expense	25,117	1,448	1,856	1,161	1,058	1,713	1,633	10,357	1,824	1,347	1,634	2,716	2,108	28,855	-11.3%	
33	Technology	801370	2014 Forecast Copy Center Expense			1,521	554	3,385	374	2,528	934	9,868	1,497	787	2,832	1,700	1,700	27,681	-4.1%	
33	Technology	801370	2014 Budget Copy Center Expense			27,000	2,250	2,250	2,250	2,250	2,250	2,250	2,250	2,250	2,250	2,250	2,250	27,000	-6.4%	
		801370	2015 Budget Copy Center Expense			27,681	1,521	554	3,385	374	2,528	934	9,868	1,497	787	2,832	1,700	1,700	27,681	0.0%
Comments: Same as forecast.																				
15	Finance	801375	2009	General - Misc	2,000	0	0	0	295	0	10,065	0	0	33,321	144	0	0	43,824		
15	Finance	801375	2010	General - Misc	5,000	15	0	221	0	1,454	0	0	0	119	0	23,000	368	25,177	-42.6%	
15	Finance	801375	2011	General - Misc	5,000	0	0	0	0	0	0	0	0	11	45,099	300	45,410	80.4%		
15	Finance	801375	2012	General - Misc	75,000	1,118	43	0	30	0	0	0	13,546	32,670	50	24	47,531	4.7%		
15	Finance	801375	2013	General - Misc	23,914	50	160	0	569	393	242	0	0	491	627	1,320	3,852	-91.9%		
15	Finance	801375	2014 Forecast General - Misc			0	85	0	338	7	0	0	96	58	85	85	753	-80.4%		
15	Finance	801375	2014 Budget General - Misc			0												0	-100.0%	
		801375	2015 Budget General - Misc			753	0	85	0	338	7	0	0	96	58	85	85	753	0.0%	
Comments: Same as forecast.																				

Los Angeles Law Library: Item Detail

Forecast: Fiscal Year Ending 6/30/15

Dept.	Dept. Name	GL No.		Budget	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total	% Inc		
23	R&R	801380	2009															0		
23	R&R	801380	2010															0	0.0%	
23	R&R	801380	2011															0	0.0%	
23	R&R	801380	2012															0	0.0%	
23	R&R	801380	2013															0	0.0%	
23	R&R	801380	2014 Forecast Course Registration														0	0.0%		
23	R&R	801380	2014 Budget Course Registration		0													0	0.0%	
		801380	2015 Budget Course Registration		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	
17	Executive Off	801385	2009															0		
17	Executive Off	801385	2010															0	0.0%	
17	Executive Off	801385	2011															0	0.0%	
17	Executive Off	801385	2012															0	0.0%	
17	Executive Off	801385	2013															0	0.0%	
17	Executive Off	801385	2014 Forecast Friends of Law Library														0	0.0%		
17	Executive Off	801385	2014 Budget Friends of Law Library		0													0	0.0%	
		801385	2015 Budget Friends of Law Library		200	0	0	50	0	0	50	0	0	50	0	0	50	200	0.0%	
<b>Professional Development:</b>				Comments: Anticipate minimum spend in this.																
ALL		803105	2009																	
ALL		803105	2010															10,600	10,600	0.0%
ALL		803105	2011															24,176	24,176	128.1%
ALL		803105	2012															17,577	17,577	-27.3%
ALL		803105	2013		17,005	10,012	566	0	0	75	0	440	0	385	0	1,170	-995	11,652	-33.7%	
ALL		803105	2014 Forecast Travel			1,110	739	0	189	15	942	0	0	649	247	800	300	4,992	-57.2%	
ALL		803105	2014 Budget Travel		5,100	3,600	0	0	0	0	0	0	0	400	0	800	300	5,100	-56.2%	
		803105	2015 Budget Travel		4,800	1,800	800	0	550	0	0	0	0	700	0	650	300	4,800	-3.8%	
				6 staff to AALL, 3 staff to SCALL, 1 staff to CCCLL 2 meetings, 1 staff to Equal Justice, Tech: VM World 2014 conference																
ALL		803110	2009																	
ALL		803110	2010																	
ALL		803110	2011																	
ALL		803110	2012																	
ALL		803110	2013		0													0	0	
ALL		803110	2014 Forecast Meals			0	0	0	0	74	23	25	0	0	0	0	0	121	0.0%	
ALL		803110	2014 Budget Meals		0													0	0.0%	
		803110	2015 Budget Meals		0	0	0	0	0	0	0	0	0	0	0	0	0	0	-100.0%	
ALL		803113	2009																	
ALL		803113	2010																	
ALL		803113	2011																	
ALL		803113	2012																	
ALL		803113	2013		0													0	0	
ALL		803113	2014 Forecast Incidental & Miscellaneous			0	0	0	0	0	0	0	0	1,905	0	0	125	2,030	0.0%	
ALL		803113	2014 Budget Incidental & Miscellaneous		565	125	55	0	75	0	0	55	75	0	55	0	125	565	0.0%	
		803113	2015 Budget Incidental & Miscellaneous		0	0	0	0	0	0	0	0	0	0	0	0	0	0	-100.0%	
ALL		803115	2009		13,000	350	110	40	405	374	125	5,940	74	355	3,435	0	500	11,708		
ALL		803115	2010		13,000	349	971	0	415	0	260	5,940	0	0	382	3,449	0	11,767	0.5%	
ALL		803115	2011		13,000	366	165	1,640	384	365	12,920	365	200	330	117	4,157	0	26,584	125.9%	
ALL		803115	2012		15,000	500	636	80	564	335	8,115	365	180	0	789	4,521	0	16,085	-39.5%	
ALL		803115	2013		5,065	0	750	0	0	365	500	0	0	5,980	0	0	4,080	11,675	-27.4%	
ALL		803115	2014 Forecast Membership Dues			10	0	40	285	200	0	6,360	0	0	0	0	0	6,895	-40.9%	
ALL		803115	2014 Budget Membership Dues		6,200	0	0	0	0	0	200	0	0	6,000	0	0	0	6,200	-46.9%	
		803115	2015 Budget Membership Dues		9,614	175	0	0	0	0	200	6,420	0	0	1,700	750	369	9,614	39.4%	
				AALL annual Membership dues; 1 government employee rate to LACBA (\$100) + 1 section (\$35 for Barristers section) \$75 membership in Center for Nonprofit Management. \$200 for ELUNA (i.e. Voyager user group).																

Los Angeles Law Library: Item Detail

Forecast: Fiscal Year Ending 6/30/15

Dept.	Dept. Name	GL No.	Budget	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total	% Inc		
ALL	803120	2009	Registration Fees	30,000	1,000	7,774	150	1,337	950	-296	0	465	2,095	210	625	1,825	16,135		
ALL	803120	2010	Registration Fees	15,000	525	336	-335	885	45	2,905	1,918	3,977	2,355	8,829	6,766	2,755	30,963	91.9%	
ALL	803120	2011	Registration Fees	20,000	5,543	4,215	6,100	8,467	5,618	19,433	5,717	1,813	4,344	5,367	7,823	3,699	78,139	152.4%	
ALL	803120	2012	Registration Fees	40,000	4,178	1,968	2,797	6,985	1,234	1,954	218	6,045	1,700	6,485	-30	5,818	39,351	-49.6%	
ALL	803120	2013	Registration Fees	22,948	4,665	10	10	243	10	10	40	170	744	30	99	199	6,230	-84.2%	
ALL	803120	2014 Forecast	Registration Fees	2,795	0	190	0	155	50	0	115	0	297	500	300	4,402	-29.3%		
ALL	803120	2014 Budget	Registration Fees	3,550	2,500	0	0	0	0	0	0	250	0	500	300	3,550	-43.0%		
ALL	803120	2015 Budget	Registration Fees	3,523	1,099	0	0	125	50	0	300	224	0	525	1,200	3,523	-20.0%		
AALL and other educational program registrations; InfoPeople courses (2) @ \$75 each; Statewide pro bono conference \$50; Equal Justice Conference & SRLN preconference (\$525/grants available).																			
ALL	803125	2009	Educational Materials														0		
ALL	803125	2010	Educational Materials														0	0.0%	
ALL	803125	2011	Educational Materials														0	0.0%	
ALL	803125	2012	Educational Materials														0	0.0%	
ALL	803125	2013	Educational Materials	0												0	0	0.0%	
ALL	803125	2014 Forecast	Educational Materials	0	0	0	0	0	0	0	0	0	0	600	0	600	0.0%		
ALL	803125	2014 Budget	Educational Materials	3,000	0	800	0	0	800	0	0	800	0	0	600	0	3,000	0.0%	
ALL	803125	2015 Budget	Educational Materials	0	0	0	0	0	0	0	0	0	0	0	0	0	0	-100.0%	
<b>Communications &amp; Market</b> Library related materials typically included in collection																			
37	Communicati	803205	2009	Services													0		
37	Communicati	803205	2010	Services													0	0.0%	
37	Communicati	803205	2011	Services													0	0.0%	
37	Communicati	803205	2012	Services					6,250								6,250	0.0%	
37	Communicati	803205	2013	Services	0											0	0	-100.0%	
37	Communicati	803205	2014 Forecast	Services	0	0	0	0	0	0	0	0	0	500	700	1,200	0.0%		
37	Communicati	803205	2014 Budget	Services	11,200	2,000	1,500	1,500	1,000	1,000	1,000	500	500	500	500	700	11,200	0.0%	
37	Communicati	803205	2015 Budget	Services	2,350	200	250	200	200	200	200	150	150	200	200	200	2,350	95.8%	
New materials needed; budget limitation will impact promotion																			
37	Communicati	803210	2009	Collateral Materials	70,000	0	3,125	15	3,990	0	732	3,015	555	219	907	558	2,916	16,033	
37	Communicati	803210	2010	Collateral Materials	40,000	195	30	30	95	213	181	630	121	262	1,700	2,871	1,596	7,924	-50.6%
37	Communicati	803210	2011	Collateral Materials	45,000	1,971	6,124	976	493	3,653	537	974	401	78	6,405	3,626	1,783	27,020	241.0%
37	Communicati	803210	2012	Collateral Materials	65,000	771	4,025	2,153	6,077	1	561	1,728	25	309	8,233	1,599	7,506	32,987	22.1%
37	Communicati	803210	2013	Collateral Materials	50,261	1,050		2,678	10,702	2,122	109	-2,784	5,000	1,449	3,424	2,214	712	26,675	0.0%
37	Communicati	803210	2014 Forecast	Collateral Materials	0	0	0	0	0	0	0	207	0	0	250	0	457	-98.3%	
37	Communicati	803210	2014 Budget	Collateral Materials	9,500	4,000	1,000	1,000	500	500	500	500	500	250	250	0	9,500	-64.4%	
37	Communicati	803210	2015 Budget	Collateral Materials	1,300	100	100	150	150	100	100	100	100	100	100	100	1,300	184.6%	
New materials needed; budget limitation will impact promotion																			
37	Communicati	803215	2009	Advertising													0		
37	Communicati	803215	2010	Advertising													0	0.0%	
37	Communicati	803215	2011	Advertising													0	0.0%	
37	Communicati	803215	2012	Advertising													0	0.0%	
37	Communicati	803215	2013	Advertising	0											0	0	0.0%	
37	Communicati	803215	2014 Forecast	Advertising	600	0	750	625	500	250	225	850	500	114	300	300	5,014	0.0%	
37	Communicati	803215	2014 Budget	Advertising	7,800	500	1,500	1,000	1,000	500	700	500	500	500	300	300	7,800	0.0%	
37	Communicati	803215	2015 Budget	Advertising	4,350	500	600	600	600	250	500	250	300	100	200	200	4,350	-13.2%	
Reduction will impact promotion and relationships with organizations seeking LALL sponsorship																			

Los Angeles Law Library: Item Detail

Forecast: Fiscal Year Ending 6/30/15

Dept.	Dept. Name	GL No.		Budget	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total	% Inc	
37	Communicati	803220	2009																
37	Communicati	803220	2010														0	0.0%	
37	Communicati	803220	2011														0	0.0%	
37	Communicati	803220	2012														0	0.0%	
37	Communicati	803220	2013													0	0	0.0%	
37	Communicati	803220	2014 Forecast	Trade Shows & Outreach	0	0	0	250	0	0	0	1,245	0	0	792	792	3,079	0.0%	
37	Communicati	803220	2014 Budget	Trade Shows & Outreach	9,500	792	792	792	792	792	792	792	792	792	792	792	9,500	0.0%	
37	Communicati	803220	2015 Budget	Trade Shows & Outreach	3,420	285	285	285	285	285	285	285	285	285	285	285	3,420	11.1%	
Cut will affect marketing and promotions. Constant Contact increase of \$85.																			
<b>Travel &amp; Entertainment</b>																			
ALL	803305	2009															0		
ALL	803305	2010															0	0.0%	
ALL	803305	2011															0	0.0%	
ALL	803305	2012															0	0.0%	
ALL	803305	2013		5,000	622	213		1,764	600	24	18	17	0	0	0	0	3,257	0.0%	
ALL	803305	2014 Forecast	Travel		0	0	20	20	6	5	0	0	0	0	0	0	51	-98.4%	
ALL	803305	2014 Budget	Travel		0												0	-100.0%	
ALL	803305	2015 Budget	Travel		0	0	0	0	0	0	0	0	0	0	0	0	0	-100.0%	
ALL	803310	2009															0		
ALL	803310	2010														3,292	3,292	0.0%	
ALL	803310	2011														2,753	2,753	-16.4%	
ALL	803310	2012														2,587	2,587	-6.1%	
ALL	803310	2013		2,000	0	192	156	233	321	147	0	0	0	93	0	398	1,539	-40.5%	
ALL	803310	2014 Forecast	Meals		0	0	0	0	0	0	0	0	0	0	0	0	0	-100.0%	
ALL	803310	2014 Budget	Meals		0												0	-100.0%	
ALL	803310	2015 Budget	Meals		0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	
ALL	803315	2009															0		
ALL	803315	2010															0	0.0%	
ALL	803315	2011															0	0.0%	
ALL	803315	2012															0	0.0%	
ALL	803315	2013		0												0	0	0.0%	
ALL	803315	2014 Forecast	Entertainment		0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	
ALL	803315	2014 Budget	Entertainment		0												0	0.0%	
ALL	803315	2015 Budget	Entertainment		0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	
ALL	803320	2009															0		
ALL	803320	2010														374	374	0.0%	
ALL	803320	2011														763	763	104.1%	
ALL	803320	2012														2,715	2,715	255.9%	
ALL	803320	2013		0	99	0	257	534	176	447	13	209	270	52	240	128	2,425	-10.7%	
ALL	803320	2014 Forecast	Ground Transport & Mileage Reimb		54	54	56	209	185	241	149	107	192	268	300	300	2,114	-12.8%	
ALL	803320	2014 Budget	Ground Transport & Mileage F	3,600	300	300	300	300	300	300	300	300	300	300	300	300	3,600	48.4%	
ALL	803320	2015 Budget	Ground Transport & Mileage F	3,755	305	340	305	340	340	210	305	340	340	305	340	285	3,755	77.6%	
R&R: traveling for office hoursP&P: LT: 10 trips to each: VN, Compton, Pomona, Santa Monica. Exclude Norwalk and Long Beach. 5 trips to Lancaster. JL: 4 trips to Torrance re classes. CIRC: TECH: IT staff branch trip mileage.CMS: COM: FAC:																			

Los Angeles Law Library: Item Detail

Forecast: Fiscal Year Ending 6/30/15

Dept.	Dept. Name	GL No.		Budget	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total	% Inc			
ALL		803325	2009															0			
ALL		803325	2010															0	0.0%		
ALL		803325	2011															0	0.0%		
ALL		803325	2012															0	0.0%		
ALL		803325	2013		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%		
ALL		803325	2014 Forecast Incidental travel expenses				0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	
ALL		803325	2014 Budget Incidental travel expenses				200	200	0	0	0	0	0	0	0	0	0	200	0.0%		
		803325	2015 Budget Incidental travel expenses				0	0	0	0	0	0	0	0	0	0	0	0	0.0%		
		<b>Professional services:</b>																			
15	Finance	804005	2009	Accounting	25,000	0	3,130	0	0	1,500	11,328	3,300	6,975	0	0	0	26,233				
15	Finance	804005	2010	Accounting	25,000	375	0	0	0	14,500	0	0	0	0	0	0	14,875	-43.3%			
15	Finance	804005	2011	Accounting	17,000	0	0	0	0	14,500	0	0	0	0	0	0	14,500	-2.5%			
15	Finance	804005	2012	Accounting	17,000	0	0	0	0	14,175	0	0	225	12,000	0	0	26,400	82.1%			
15	Finance	804005	2013	Accounting	15,000	0	0	0	7,500	0	7,500	0	56	0	0	0	15,056	-43.0%			
15	Finance	804005	2014 Forecast Accounting				0	60	7,750	7,750	0	0	0	1,000	0	0	16,560	10.0%			
15	Finance	804005	2014 Budget Accounting				15,750	0	0	7,875	0	7,875	0	0	0	0	15,750	4.6%			
		804005	2015 Budget Accounting				17,000	0	8,000	8,000	0	0	1,000	0	0	0	17,000	2.7%			
		Comments: Per auditors.																			
15	Finance	804008	2009	Consulting Services	257,500	24,750	0	5,815	3,892	2,985	0	617	2,637	8,201	966	39,897	19,894	109,652			
15	Finance	804008	2010	Consulting Services	100,000	180	53,946	7,769	49,954	40,888	71,544	-218,936	14,174	-5,056	0	150	0	14,613	-86.7%		
15	Finance	804008	2011	Consulting Services	20,000	0	0	0	0	656	1,823	1,463	0	1,463	3,000	0	8,405	-42.5%			
15	Finance	804008	2012	Consulting Services	70,000	0	0	0	0	0	0	8,136	0	0	0	0	8,136	-3.2%			
15	Finance	804008	2013	Consulting Services	30,741	3,751	5,640	5,580	4,027	0	3,243	3,149	0	0	0	1,550	26,940	231.1%			
15	Finance	804008	2014 Forecast Consulting Services				0	0	0	0	0	0	4,638	3,788	1,450	3,333	3,333	16,542	-38.6%		
15	Finance	804008	2014 Budget Consulting Services				5,000	417	417	417	417	417	417	417	417	417	417	5,000	-81.4%		
		804008	2015 Budget Consulting Services				39,996	3,333	3,333	3,333	3,333	3,333	3,333	3,333	3,333	3,333	3,333	39,996	141.8%		
		Comments: HR services offset by the elimination of a senior level position in FY 2014.																			
17	Executive Off	804010	2009	Legal	90,000	2,442	30,764	8,018	25,834	14,794	19,106	6,225	111,503	5,856	5,898	5,303	5,134	240,876			
17	Executive Off	804010	2010	Legal	100,000	3,228	0	814	2,227	1,037	120	260	2,076	400	0	1,019	670	11,851	-95.1%		
17	Executive Off	804010	2011	Legal	100,000	0	1,188	0	4,158	0	2,786	1,978	14,272	5,986	35,303	14,025	37,654	117,349	890.2%		
17	Executive Off	804010	2012	Legal	65,000	6,932	20,394	0	8,155	3,811	1,357	1,902	6,396	2,214	2,102	7,495	9,740	70,496	-39.9%		
17	Executive Off	804010	2013	Legal	43,176	4,095	3,588	4,755	0	10,958	1,780	98	39	347	0	10,532	0	36,192	-48.7%		
17	Executive Off	804010	2014 Forecast Legal				180	0	0	4,238	0	390	0	0	0	0	2,500	7,308	-79.8%		
17	Executive Off	804010	2014 Budget Legal				30,000	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	30,000	-17.1%		
		804010	2015 Budget Legal				10,000	833	833	833	833	833	833	833	833	833	833	10,000	36.8%		
		Comments: HR services offset by the elimination of a senior level position in FY 2014.																			
17	Executive Off	804015	2009	Professional Svcs - Other														0			
17	Executive Off	804015	2010	Professional Svcs - Other														0	0.0%		
17	Executive Off	804015	2011	Professional Svcs - Other														0	0.0%		
17	Executive Off	804015	2012	Professional Svcs - Other														0	0.0%		
17	Executive Off	804015	2013	Professional Svcs - Other	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%		
17	Executive Off	804015	2014 Forecast Professional Svcs - Other				0	0	0	0	0	0	0	0	0	2,083	2,083	4,167	0.0%		
17	Executive Off	804015	2014 Budget Professional Svcs - Other				0	0	0	0	0	0	0	0	0	0	0	0	0.0%		
		804015	2015 Budget Professional Svcs - Other				0	0	0	0	0	0	0	0	0	0	0	0	-100.0%		
		<b>Depreciation:</b>																			
15	Finance	806105	2009	Depreciation - Library Materia	2,600,000	212,471	214,008	215,824	219,181	222,386	224,668	227,846	230,033	231,448	232,731	148,036	218,895	2,597,526			
15	Finance	806105	2010	Depreciation - Library Materia	2,700,000	220,977	222,445	224,102	227,757	231,351	233,276	218,067	221,148	222,951	224,665	226,958	229,515	2,703,212	4.1%		
15	Finance	806105	2011	Depreciation - Library Materia	2,916,000	231,644	233,672	235,613	237,306	239,153	241,713	224,695	227,149	232,377	236,798	238,727	241,139	2,819,986	4.3%		
15	Finance	806105	2012	Depreciation - Library Materia	3,061,800	242,168	245,255	246,462	248,487	250,340	254,922	259,824	220,962	245,306	248,537	250,302	252,296	2,964,861	5.1%		
15	Finance	806105	2013	Depreciation - Library Materia	3,059,795	254,253	255,909	257,502	258,914	261,164	263,263	242,119	246,173	251,669	244,919	246,434	241,924	3,024,243	2.0%		
15	Finance	806105	2014 Forecast Depreciation - Library Materials				243,106	244,157	245,870	242,706	243,000	244,912	230,762	232,671	237,061	240,139	241,139	242,139	2,887,661	-4.5%	
15	Finance	806105	2014 Budget Depreciation - Library Materia				2,851,021	243,383	234,241	225,777	228,347	230,916	233,486	236,055	238,624	241,194	243,763	246,333	248,902	2,851,021	-5.7%
		806105	2015 Budget Depreciation - Library Materia				2,976,990	245,862	247,473	249,084	250,728	253,727	257,401	242,822	242,691	244,335	245,978	247,622	249,266	2,976,990	3.1%
		Comments: MJ: Reflects FY 15 collection budget at \$ 2,846,538. 3.8% increase over FY 2014 due to FY 14's book write-off. No anticipated write-off's in FY 15.																			

Los Angeles Law Library: Item Detail

Forecast: Fiscal Year Ending 6/30/15

Dept.	Dept. Name	GL No.		Budget	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total	% Inc		
15	Finance	806110	2009	Depreciation - FF&E	120,000	12,513	13,078	13,148	12,794	13,127	13,222	13,222	13,026	13,166	13,166	13,083	13,112	156,657		
15	Finance	806110	2010	Depreciation - FF&E	455,000	13,074	13,493	14,066	14,338	14,388	14,466	14,350	14,381	14,462	16,436	18,608	19,563	181,626	15.9%	
15	Finance	806110	2011	Depreciation - FF&E	275,000	19,912	19,804	20,090	20,629	21,175	21,383	19,111	19,250	19,410	20,041	20,471	16,734	238,010	31.0%	
15	Finance	806110	2012	Depreciation - FF&E	330,000	16,385	16,385	16,385	16,358	16,331	16,245	16,378	6,912	16,164	16,181	16,979	35,449	206,152	-13.4%	
15	Finance	806110	2013	Depreciation - FF&E	690,398	52,769	52,580	52,675	52,785	52,797	52,838	52,868	52,868	52,868	-150,850	32,449	31,925	388,572	88.5%	
15	Finance	806110	2014 Forecast Depreciation - FF&E				31,976	31,939	31,800	31,661	32,000	31,561	30,664	30,673	30,840	31,250	31,000	376,362	-3.1%	
15	Finance	806110	2014 Budget Depreciation - FF&E				429,335	31,984	31,978	33,609	35,239	35,189	35,269	35,436	37,316	38,444	38,569	38,027	429,335	10.5%
15	Finance	806110	2015 Budget Depreciation - FF&E				353,598	29,759	29,471	29,465	29,315	28,923	29,278	29,492	29,353	29,132	28,771	28,608	353,598	-6.0%
Comments: MJ: Depreciation for fixed assets is based on current level depreciation as well as depreciation of capital purchase initiatives in FY 2015 for technology and facilities. 5.9% decrease due to full depreciation of prior purchases and major capital purchases such as the elevator upgrade, Navision and ILS upgrade scheduled to complete at EOY.																				
17	Executive Off	EXTRAINC	2009	Extraordinary Income														0		
17	Executive Off	EXTRAINC	2010	Extraordinary Income														0	0.0%	
17	Executive Off	EXTRAINC	2011	Extraordinary Income														0	0.0%	
17	Executive Off	EXTRAINC	2012	Extraordinary Income														0	0.0%	
17	Executive Off	EXTRAINC	2013	Extraordinary Income	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	
17	Executive Off	EXTRAINC	2014 Forecast Extraordinary Income						50,000		0	0	0	472,334	0	192,888	0	715,222	0.0%	
17	Executive Off	EXTRAINC	2014 Budget Extraordinary Income				1,737,950	0	0	0	50,000	0	843,975	0	421,988	0	421,988	0	1,737,950	0.0%
17	Executive Off	EXTRAINC	2015 Budget Extraordinary Income				130,000	0	32,500	0	32,500	0	0	32,500	0	0	32,500	130,000	-81.8%	
Comments: JK Interest on \$2M OPEB Trust @ 6.75%; no rare books revenue predicted at this time for FY15																				
17	Executive Off	EXTRAEXP	2009	Extraordinary Expense														0		
17	Executive Off	EXTRAEXP	2010	Extraordinary Expense														0	0.0%	
17	Executive Off	EXTRAEXP	2011	Extraordinary Expense														0	0.0%	
17	Executive Off	EXTRAEXP	2012	Extraordinary Expense														0	0.0%	
17	Executive Off	EXTRAEXP	2013	Extraordinary Expense	272,799	0	2,320	13,920	13,120	9,514	14,952	155,174	10,193	5,104	621,134	50,000	375,176	1,270,607	0.0%	
17	Executive Off	EXTRAEXP	2014 Forecast Extraordinary Expense				0	0	3,600	186,407	2,647	60,477	12,385	3,369	35,000	241	0	8,775	312,901	-75.4%
17	Executive Off	EXTRAEXP	2014 Budget Extraordinary Expense				246,976	0	0	211,876	8,775	0	0	8,775	0	8,775	0	8,775	246,976	-80.6%
17	Executive Off	EXTRAEXP	2015 Budget Extraordinary Expense				0	0	0	0	0	0	0	0	0	0	0	0	0	-100.0%
Comments: FY 2014 forecast includes write-offs due to branch closures and personnel matters; none expected in FY2015																				
39	Facilities	161100	2009	Furniture / Appliances >3K	50,000	23,705	6,273	0	0	7,130	0	0	0	0	0	0	0	37,108		
39	Facilities	161100	2010	Furniture / Appliances >3K	123,500	0	0	0	0	0	0	0	0	0	44,850	0	17,379	62,229	67.7%	
39	Facilities	161100	2011	Furniture / Appliances >3K	12,500	0	4,936	0	0	0	0	0	35,579	0	0	0	0	40,515	-34.9%	
39	Facilities	161100	2012	Furniture / Appliances >3K	0	0	0	0	0	0	0	0	0	0	0	0	0	0	-100.0%	
39	Facilities	161100	2013	Furniture / Appliances >3K	20,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	
39	Facilities	161100	2014 Forecast Furniture / Appliances >3K				0	0	0	0	0	0	0	0	0	0	0	0	0.0%	
39	Facilities	161100	2014 Budget Furniture / Appliances >3K				126,500	82,500		15,000		29,000						126,500	0.0%	
39	Facilities	161100	2015 Budget Furniture / Appliances >3K				59,000	0	0	17,000	0	42,000	0	0	0	0	0	59,000	0.0%	
CIRC: TECH: Cost for: 1.) Exterior Cameras (\$17K) CMS: COM: FAC: New book scanner																				
39	Facilities	161300	2009	Electronics / Computer Hardw	175,000	33,849	0	0	4,042	0	0	0	0	0	0	0	0	37,891		
39	Facilities	161300	2010	Electronics / Computer Hardw	190,000	3,500	5,053	0	4,830	0	0	3,000	0	4,500	23,767	0	0	44,650	17.8%	
39	Facilities	161300	2011	Electronics / Computer Hardw	216,200	0	19,220	30,607	0	0	13,379	0	0	13,345	0	0	0	76,552	71.4%	
39	Facilities	161300	2012	Electronics / Computer Hardw	179,000	0	0	0	0	0	12,733	0	0	0	73,960	0	0	86,693	13.2%	
39	Facilities	161300	2013	Electronics / Computer Hardw	7,539	0	7,539	0	0	0	0	0	0	0	4,647	0	0	12,186	-85.9%	
39	Facilities	161300	2014 Forecast Electronics / Computer Hardware >3K				0	0	0	0	0	3,876	15,134	0	0	0	0	19,010	56.0%	
39	Facilities	161300	2014 Budget Electronics / Computer Hardw				12,500			12,500								12,500	2.6%	
39	Facilities	161300	2015 Budget Electronics / Computer Hardw				21,000	0	11,000	0	0	10,000	0	0	0	0	0	21,000	10.5%	
TECH: Cost for: 1.) HTTP content filtering device (\$6K); 2.) SSDs for vSAN for added storage on Vmware infrastructure (\$5K); 3.) Zero clients for desktop computer replacement (\$5K); and 4.) Public Computer Stations (e-Branch) (\$5K)																				

Los Angeles Law Library: Item Detail

Forecast: Fiscal Year Ending 6/30/15

Dept.	Dept. Name	GL No.		Budget	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total	% Inc		
39	Facilities	164500	2009	Exterior Building Repairs/ Impi	230,000	0	11,970	0	0	89,527	0	0	-10,120	0	27,952	0	119,329			
39	Facilities	164500	2010	Exterior Building Repairs/ Impi	2,890,000	0	0	0	0	0	0	0	0	0	0	0	0	0	-100.0%	
39	Facilities	164500	2011	Exterior Building Repairs/ Impi	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	
39	Facilities	164500	2012	Exterior Building Repairs/ Impi	5,100,000	0	0	0	0	0	0	0	0	0	0	0	6,238,354	6,238,354	0.0%	
39	Facilities	164500	2013	Exterior Building Repairs/ Impi	0	0	0	0	0	0	0	0	0	215,242	0	0	215,242	0	-96.5%	
39	Facilities	164500	<b>2014 Forecast Exterior Building Repairs/ Improvements &gt;</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-100.0%</b>
39	Facilities	164500	<b>2014 Budget Exterior Building Repairs/ Impi</b>				<b>12,400</b>											<b>12,400</b>	<b>-94.2%</b>	
39	Facilities	164500	<b>2015 Budget Exterior Building Repairs/ Impi</b>				<b>40,000</b>	<b>0</b>	<b>0</b>	<b>40,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>40,000</b>	<b>0</b>	<b>0.0%</b>
FAC: Replace exterior security gate mechanism (\$35K), skate deterrent (\$5.0K)																				
39	Facilities	164000	2010	Interior Improvements / Alter:	350,000	0	137,463	0	0	0	4,855	0	17,830	0	0	217,277	377,425			
39	Facilities	164000	2011	Interior Improvements / Alter:	101,000	0	20,412	0	0	74,761	0	4,500	0	104,981	0	0	204,653	0	-45.8%	
39	Facilities	164000	2012	Interior Improvements / Alter:	0	0	0	0	4,697	0	0	0	6,462	0	9,662	8,320	29,141	0	-85.8%	
39	Facilities	164000	2013	Interior Improvements / Alter:	28,937	0	0	5,872	2,613	5,800	10,652	0	0	0	87,077	0	112,014	0	284.4%	
39	Facilities	164000	<b>2014 Forecast Interior Improvements / Alterations &gt;\$3K</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>24,254</b>	<b>0</b>	<b>0</b>	<b>24,254</b>	<b>0</b>	<b>-78.3%</b>
39	Facilities	164000	<b>2014 Budget Interior Improvements / Alter:</b>				<b>427,000</b>	<b>35,000</b>		<b>72,000</b>				<b>320,000</b>			<b>427,000</b>	<b>281.2%</b>		
39	Facilities	164000	<b>2015 Budget Interior Improvements / Alter:</b>				<b>455,000</b>	<b>0</b>	<b>0</b>	<b>55,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>400,000</b>	<b>455,000</b>	<b>1776.0%</b>
FAC: Includes cost for: 1.) Flooring - public stacks (\$28K); 2.) Seal CMS flooring; 3.) 8 bathrooms counters - ADA compliance (\$20K); and 4.) Elevator repair and upgrade (\$400K)																				
33	Technology	168000	2010	Computer Software	30,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	
33	Technology	168000	2011	Computer Software	53,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	
33	Technology	168000	2012	Computer Software	185,000	0	0	0	0	0	0	0	0	0	0	0	30,826	30,826	0.0%	
33	Technology	168000	2013	Computer Software	19,311	0	15,660	0	0	3,651	0	0	0	0	0	0	0	19,311	0	-37.4%
33	Technology	168000	<b>2014 Forecast Computer Software</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>22,259</b>	<b>45,000</b>	<b>0</b>	<b>67,259</b>	<b>0</b>	<b>248.3%</b>
33	Technology	168000	<b>2014 Budget Computer Software</b>				<b>120,000</b>	<b>75,000</b>										<b>45,000</b>	<b>120,000</b>	<b>521.4%</b>
33	Technology	168000	<b>2015 Budget Computer Software</b>				<b>240,000</b>	<b>0</b>	<b>0</b>	<b>5,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>235,000</b>	<b>240,000</b>	<b>256.8%</b>
TECH: Cost for: 1.) Network monitoring system (\$5K), 2.) Navision version upgrade (\$45K), and 3.) New ILS system (\$190K)CMS:COM:FAC:																				

Los Angeles Law Library  
Statement of Cash Flows  
6/30/2010 through 6/30/2015 Forecast

	@6/30/2010	@6/30/2011	@6/30/2012	@4/30/2013	@6/30/2013	@6/30/2014	@6/30/2015
<b>Cash flows from operating activities:</b>							
Cash received from filing fees and services							
Court fees	10,662,929	10,481,711	9,425,350	6,470,234	7,684,540	7,129,218	6,958,116
Parking				451,783	556,182	600,843	530,000
Library Services				250,532	299,307	370,982	346,850
(Increase) decrease in accounts receivable				73,370	93,768	5,114	24,813
(Increase) decrease in borrowers' deposit				28,658	34,509	-24,919	-22,098
Subtotal	10,662,929	10,481,711	9,425,350	7,274,578	8,668,306	8,081,238	7,837,681
Cash payments to suppliers for goods and services							
Facilities	-1,276,440	-2,268,287	-276,935	-685,679	-818,429	-816,602	-856,695
Technology & Data				-104,178	-123,805	-114,427	-126,759
General				-93,826	-114,937	-75,198	-82,592
Professional Development				-24,620	-29,557	-19,040	-17,937
Communications & Marketing				-22,750	-26,675	-9,750	-11,420
Travel & Entertainment				-6,186	-7,221	-2,166	-3,755
Professional Services				-66,106	-78,188	-44,576	-66,996
(Increase) decrease in prepaid expenses and other assets				256,052	16,069	241,045	251,599
Increase (decrease) in accounts payable				-835,757	-1,021,290	9,383	-102,125
Increase (decrease) in other liabilities				-479,058	-488,019	-11,218	-10,749
Subtotal	-1,276,440	-2,268,287	-276,935	-2,062,108	-2,692,052	-842,549	-1,027,429
Cash payments to employees for services							
Salaries & Benefits	-3,622,107	-3,823,596	-4,214,621	-3,499,766	-4,217,089	-4,072,136	-3,981,067
OPEB Expense					-291,978	-325,002	-277,804
Increase (decrease) in payroll liabilities				3,164	19,824	-16,578	-18,085
Increase (decrease) in accrued sick and vacation liability				-	-56,872	-59,457	-30,866
Increase (decrease) in OPEB liability				-	291,978	325,000	216,667
Subtotal	-3,622,107	-3,823,596	-4,214,621	-3,496,602	-4,254,136	-4,148,172	-4,091,155
Contributions received	100,000	140,000	143,000	120,000	120,000	135,000	120,000
Extraordinary Income	0	0	0		0	715,222	130,000
Extraordinary expense	0	0	0	-236,595	-321,668.45	-126,494	0
Net cash from operating activities	5,864,382	4,529,828	5,076,794	1,599,273	1,520,449	3,814,245	2,969,097
<b>Cash flow from capital and related financing activities:</b>							
Library Materials	-3,456,319	-3,736,624	-3,879,820	-3,023,457	-3,400,719	-3,029,819	-2,846,538
Other capital acquisitions	-909,463	-387,364	-5,861,553	-241,591	-341,771	-110,523	-815,000
Cash flows from investing activities	137,278	121,845	108,350	56,010	64,286	52,070	104,305
Net cash from capital and related financing activities	-4,228,504	-4,002,143	-9,633,023	-3,209,038	-3,678,205	-3,088,272	-3,557,233
<b>Net cash increase (decrease) in cash and cash equivalents</b>	1,635,878	527,685	-4,556,229	-1,609,766	-2,157,756	725,972	-588,136
<b>Cash and cash equivalents, at beginning of period</b>	13,437,681	15,073,559	15,601,244	11,045,015	11,045,015	8,887,259	9,613,232
<b>Cash and cash equivalents, at end of period</b>	15,073,559	15,601,244	11,045,015	9,435,249	8,887,259	9,613,232	9,025,096
<b>Reconciliation of Operating Income to Net Cash from Operating Activities</b>							
Net income including extraordinary items less investment income					-1,730,265	-104,554.55	-670,647.50
Adjustments for noncash effects:							
Depreciation					3,412,815	3,264,023	3,330,588
Extraordinary expense: book write-off					947,932	186,407	0
Changes in operating assets and liabilities:							
(Increase) decrease in accounts receivable					93,768	5,114	24,813
(Increase) decrease in prepaid expenses and other assets					16,069	241,045	251,599
Increase (decrease) in accounts payable					-1,021,290	9,383	-102,125
Increase (decrease) in other liabilities					-488,019	-11,218	-10,749
Increase (decrease) in payroll liabilities					19,824	-16,578	-18,085
Increase decrease in accrued sick and vacation liability					-56,872	-59,457	-30,866
Increase (decrease) in borrowers' deposit					34,509	-24,919	-22,098
Increase decrease in OPEB liability					291,978	325,000	216,667
Net cash from operating activities					1,520,449	3,814,245	2,969,097

## Los Angeles Law Library: Capital Purchases

Budget: Fiscal Year Ending 6/30/15

CONSENT ITEM 3.4 | ATTACHMENT 4

Vendor or Description of Item	Category of Asset	Qtr of purchase	Acquisition cost including consulting, design, overtime, etc.	Reason or comment
Network Monitoring System	Computer Software	1	5,000	Enterprise network device and bandwidth monitoring system.
Navision Upgrade - Bring accounting software to latest version	Computer Software	4	45,000	(Carry-over from FY2014) Cost to bring software to current version including all custom programming.
New ILS System	Computer Software	4	190,000	Per Strategic Plan objective to upgrade to next generation ILS system. First year maintenance included.
HTTP Content Filtering Device	Electronics / Computer Hardware (>3k)	1	6,000	Device to control local and remote location web content services.
SSDs for vSAN - for added storage on Vmware infratstructure	Electronics / Computer Hardware (>3k)	1	5,000	Hardware to enable local host or VM host files for all VM workstation and server images.
Zero clients for desktop computer replacement.	Electronics / Computer Hardware (>3k)	2	5,000	Maintain and expand current install base of 60 desktops as VDI (Virtual Desktop Infrastructure) endpoint devices.
Public Computer Stations (e-Branch)	Electronics / Computer Hardware >3K	2	5,000	Addition of (3) locations with (2) e-Branch stations per location, including all required Software/Hardware and network equipment.
Skate Deterrent	Exterior Building Repairs/Improvements >\$3K	1	5,000	Surface "bumps" placed on planters to deter skateboarding on planter walls and help protect the library against liability.
Exterior Security Gate	Exterior Building Repairs/Improvements	1	35,000	Security gate mechanism needs replaced since parts are not available to repair existing unit.
Exterior Cameras	Furniture / Appliances >3K	1	17,000	(Carry-over from FY2014) Exterior building cameras - Includes all camera hardware and installation of data lines to south roof-line.
New Book Scanner	Furniture / Appliances >3K	2	42,000	For regular bound materials & news print.
8 Bathroom Counters - ADA Compliance	Interior Improvements / Alterations >\$3K	1	20,000	Brings sinks into ADA compliance.
Flooring - Public Stacks	Interior Improvements / Alterations >\$3K	1	28,000	Carpet to seal existing tiles.
Seal CMS Floor	Interior Improvements / Alterations >\$3K	1	7,000	Carpet to seal existing tiles.

## Los Angeles Law Library: Capital Purchases

Budget: Fiscal Year Ending 6/30/15

Vendor or Description of Item	Category of Asset	Qtr of purchase	Acquisition cost including consulting, design, overtime, etc.	Reason or comment
Elevator Repair & Upgrade	Interior Improvements / Alterations >\$3K	4	400,000	Upgrade all elevators to code. It would start 8 weeks from the June 17th board meeting. Then, each one will take 6 weeks to complete. Start approximately August, 15th, 2014 and completion is estimated about Jan 30th, 2015.
			<b>815,000</b>	

### Capital Purchase Guideline:

Capital assets are recorded at cost. Assets, other than books and reference materials, with acquisition cost of \$3,000 or more are capitalized. Books and reference materials are capitalized regardless of the amount.

The provision for depreciation is computed using the straight-line method over the estimated service lives of the capital assets. Estimated service lives for the Law Library's capital assets are as follows.

Books and reference materials	10 years
Computer equipment	4 years
Furniture, fixtures and other equipment	4-7 years
Interior Building improvements	15 years
Exterior Building Improvements	15-50 years

## MEMORANDUM

**DATE:** May 27, 2014

**TO:** Board of Law Library Trustees

**FROM:** Sandra Levin, Executive Director

**RE:** Review of Operating and Capital Expenditures Budget for Fiscal Year 2014-2015

### INTRODUCTION

Staff is requesting that the Board of Trustees discuss the FY2015 Budget proposal as presented by staff and recommended by the Budget Committee, raise any questions and identify any further information required. The Board is not asked to approve the budget at this time; final consideration and budget approval is slated to occur at the regular Board meeting on June 24, 2014.

This staff report presents an overview of the budget and a discussion of alternatives and changes occurring since the Budget Committee met on April 23, 2014. The following information is attached: the proposed budget (Income and Expense Operations Summary, Cash Flow, Item Detail and Capital Projects), memorandum summarizing Budget Committee considerations and recommendations; list of alternative cuts and enhancements, and long-term (3-5 year) capital project projections.

### BACKGROUND AND ANALYSIS

#### General Overview

The FY2015 Net Operating Income (before Extraordinary Income and Expense) as proposed in the budget is a loss of <\$477,109>. As part of the budgeting process, each of the operating departments was requested to propose expenditure reductions of 10% and all proposed reductions were discussed and evaluated. Those cuts not significantly affecting level of service were included in the proposed budget.

Staff noted and the Budget Committee agreed that in light of the cuts already made in recent years, there are few opportunities to reduce expenses without affecting patron service. Past efforts to stem financial losses included staffing reductions and layoffs, furloughs, contract cost reductions through RFPs, and in-house legal representation. Past efforts to increase revenue, included new investment strategies, increased room rentals, increased course registrations and revised parking options. These efforts have been significant but cannot fully compensate for the multi-million dollar loss in filing fee revenue.



### Filing Fees

The primary reason for the proposed Net Income loss is due to declining civil filing fees. From FY2010, L.A. Superior Court Filing Fees have decreased nearly \$2.8 million, from \$9,683,450 to a budgeted FY2015 amount of \$6,900,802. It is hoped that the filing fees decrease will level off during FY 2015, but at this time no increase is predicted and conservative planning warrants budgeting for a further small decline. As a result, filing fee revenue is budgeted to be approximately \$170,000 less than the current fiscal year.

### Alternative Options

Staff presented alternative cuts and enhancements for the Budget Committee's consideration (see attached). Each proposed cut or enhancement would have an impact on service. The Committee recommended one cut (furlough) which has been integrated into the base budget. This cut entails 12 mandatory furlough days for benefited staff only, 5 of which would occur between Christmas and New Year's Day. The salary savings associated with this alternative would be \$121,238 which is reflected in the current attached budget. (SEIU representatives have been notified of the possible furlough and this cut will be discussed with them prior to any final approval or implementation.) Additional cuts were not recommended due to the negative impact on service levels.

### Extraordinary Items

Extraordinary income and expense has been refined based upon new information obtained since the Budget Committee meeting. Actual auction proceeds from the May 20, 2014 sale have been added to the FY2014 forecast. Based upon the results to date, Bonhams is proceeding with the sale of a few remaining higher-value items, but is not recommending sale at auction of the remaining pallets of books at this time.

Accordingly, the figure for residual sales of rare books for FY2015 has been reduced to zero, pending a decision as to whether and how the remaining pallets will be sold.

The investment of \$2 million in a California Employers' Retiree Benefit Trust (CERBT) account has had two positive impacts on extraordinary income and expense. First, the OPEB (Other Postemployment Benefits) expense has decreased from \$325,000 in FY2014 to \$277,804 in FY2015 due to the new actuarial analysis reflecting the CERBT investment. Second, extraordinary Income of \$130,000 is budgeted based upon a conservative rate of 6.75% on the \$2M CERBT account. (Note that this income is restricted but can be applied towards the \$277,804 OPEB expense.)

### Capital

The Budget Committee recommended postponing the HVAC repair & digital upgrade which are now slated for FY2016 (see future capital projects list attached) but recommended proceeding with the other projects. All other capital expenditures were deemed to be necessary for health and safety reasons, to sustain existing operations or to complete pending projects. Proposed capital expenditures recommended for approval by the Budget Committee totaled approximately \$780,000. Although this figure is higher than average, the difference results from the fact that the elevator repairs scheduled for late FY2014 were postponed into FY2015 (due to a lack of bids in



response to the first RFP). As a result, capital expenditures for FY2014 are only \$64,000.

In addition, since the Budget Committee met in April, one additional item was added to the capital listing. This item is replacement of the exterior security gate mechanism at an estimated cost of \$35,000. Unfortunately, the aging gate is deteriorating more quickly than anticipated and cannot be repaired due to lack of replacement parts.

#### Cash Flow

Cash and cash equivalents at the beginning of FY2015 is projected to be \$9,326,301. The Budget Committee recommendations, plus the security gate mechanism capital addition and the changes in OPEB expense and income, result in projected cash and cash equivalents at the end of FY2015 being \$8,679,594 or a net decrease in cash for the fiscal year of \$646,707.

#### Future Year Predictions

The Committee and Staff discussed the outlook over a roughly 3 year period. If filing fee revenue continues to decline without offsetting income increases in other categories, current service levels cannot be maintained. If filing fee revenue recovers (increases), current service levels can be maintained. However, the general consensus was that filing fee revenue is likely to level off but not regain historic levels. Under this more likely scenario, Staff is optimistic that increased revenue from pending initiatives (room rentals, class registration, investment opportunities, etc), combined with cost savings due to staff changes as a result of natural attrition, will allow the Law Library to maintain service levels without further depleting reserves. The course to achieve a balanced budget if the current filing fee levels persist is approximately 3 years. The Budget Committee recommended, and staff agrees, that a cap should be placed on the use of reserves to offset operating losses not to exceed \$1M over the next two years. If losses are forecast to continue beyond FY2016 or to exceed the \$1M cap, then staff will present cost reduction strategies and engage in discussion with the Board regarding service cuts necessary to stem the losses.

#### RECOMMENDATION

Staff is requesting that the Board of Trustees discuss the proposed budget for FY2015 including the Budget Committee's recommendations and the other items described above and raise any questions or concerns so that a final budget proposal can be presented for decision at the June meeting.



**Alternative Options**

<b>Alternative Cuts</b>		<b>Additional Savings</b>	<b>Explanation</b>
1)	Eliminate a Library Aide in Scanning	\$<15,483>	Reducing from 4 to 3 scanning aides will delay digitizing briefs. Processing a shipment of current briefs typically requires 5 to 7 working days with 4 aides. With 3 aides, it will require 8 to 10 days for the same project. We would be able to keep up with incoming (new) briefs but scanning older briefs in the stacks would be delayed. No direct impact on essential services and retroactive scanning is now complete to 1990.
2a)	Eliminate an accounting position	\$<59,180>	This cut would eliminate one of the Accounting administrative positions. This alternative would require the redistribution of tasks to existing staff and to other departments at the Library. As a result there would be significantly less time for financial analysis and to ensure that internal controls are kept current as Library procedures and practices change. The planned upgrade to the accounting software might also require outside support to implement.
2b)	Assign an accounting employee to work part-time in circulation	\$<14,039>	Assign an accounting employee to work part-time in circulation with a corresponding decrease in salary. (The cost savings assumes the Library would fill the vacancy left by the impending departure of a circulation aide whose part-time position would be filled by the accounting technician). This alternative would require the redistribution of tasks to existing staff and to other departments at the Library. As a result there would be less time for financial analysis and to ensure that internal controls are kept current as Library procedures and practices change. The planned upgrade to the accounting software might also require outside support to implement.
3a)	Reduce Librarian Position from R&R	\$<89,085>	The loss of a position would result in increased wait times to assist patrons, unavailability of staff to serve on library-wide committees, difficulties in preparing timely and varying displays, offering tours to all interested groups, and the development of the collection to assist our diverse group of users.

Alternative Cuts	Additional Savings	Explanation
3b) Reduce Librarian P&P	\$<83,184>	Even redistributing duties among remaining personnel, cutting 1 of the 3 librarians in P&P will severely impact one or more of the 3 major service areas provided by P&P:1) MCLE's and Members program (reducing revenue); 2) services in remote locations (branches and partnerships); or 3) programming for self-represented litigants. All of these programs are currently growing and expanding but would be curtailed by this cut.
4) Eliminate Professional Memberships	\$<4,490>	Eliminate professional memberships. This would include company paid memberships for individual employees (AALL, SCALL). This may limit exposure to groups important to LA Law Library.
5a) 12 mandatory furlough days for all staff	\$<132,250>	All staff members would be required to take 12 unpaid furlough days per year. If vacation is used, accrued vacation on the balance sheet is reduced as is cash. P&L statement would show a reduction in salary expense.
5b) 12 mandatory furlough days for benefited staff only	\$<121,238>	All benefited staff members would be required to take 12 unpaid furlough days per year.
5c) 5 mandatory holiday furlough for all staff	\$<55,826>	All staff members would be required to take 5 days between Christmas and New Years as unpaid furlough days.
6) Further collection cuts	??	The proposed budget cuts approx. \$200K in print materials (available online). Additional cuts could be made. The next recommended cut would be to print law reviews or digests, reducing both cost (\$50-75K) and processing time.
7) See capital projects list	--	Budget proposes a number of necessary capital projects. If cash flow is a concern, some might be deferred to next fiscal year.

<b>Alternative Enhancements</b>	<b>Additional Cost</b>	<b>Explanation</b>
1) Santa Monica Courthouse Branch remodel	\$10,000	Furniture purchase \$7,500 and patching/painting \$2,500. This would establish a usable educational space in the SM courthouse for trainings and programs.
2) Advertising campaign	\$18,000	Advertising campaign for room rentals including ads, materials, supplies, promotional material, and media Outreach.
3) Document management system	\$40,000	Document management system licensing & software to create digital archives.

**Future Capital Projects**

Estimates below are based on conceptual level design and vendor proposals only and cannot be relied upon for final figures, which will require further design followed by an RFP/competitive bid process. Once projects are scheduled for a specific time period staff will move to the next stage of creating an RFP and/or public bid documents.

**Required Projects:**

Project	Estimated Cost	Time Frame	Description
<b>Flooring Replacement/Repair (Upper Stacks)</b>	\$100,000	2 - 3 Years	Existing floor tiles become loose and slide out of place creating possible trip hazards. Staff recommends sealing the tiles and carpeting these areas. Carpet will require less maintenance over time and avoid this situation (common to older floor tile) in the future.
<b>HVAC Digital Controls Upgrade</b>	\$80,000	2 – 3 Years	The vacuum based thermostat system is 61 years old and failing. Staff must manually adjust each thermostat on a regular basis. A digital control system upgrade will allow for a centralized management of all zones and provide greater accuracy and efficiency.
<b>HVAC Main System Replacement</b>	\$425,000 - \$720,000	3 – 5 Years	The existing HVAC system is original to 1953 with the exception of the north side building addition from 1970s . The main thermal coils and air supply fan housings are worn at best. Due to their age, new parts are becoming difficult to find leaving only used or rebuilt replacement parts and those supplies are expected to last another three to five years. The library needs to plan for a new HVAC system installation. A new system would be more energy efficient and correct many of the temperature control issue we have today. (In addition to patron comfort, temperature is an important factor in book preservation.) Price varies substantially based on purchased options, unforeseen conditions and interior ceiling repairs required after upgrades.

<b>Parking Structure Repairs</b>	\$230,000	2 – 3 Years	An assessment in 2008 revealed the upper level of the library parking structure on Hill Street has surface cracks which need repair. This repair is needed to stop water from penetrating the concrete slab. The structure is supported by steel tension cables incased within the concrete slab and if damaged by rust or spalling due to water penetration the scope of repairs will be much greater.
<b>Plumbing Repairs</b>	\$147,000	2 -5 Years	The library relies on chilled water and steam for cooling and heating. A series of large 6” pipes and valves bring the supply from a central plant at the corner of Temple and Broadway through underground tunnels. Over time these pipes rust and valves freeze open or closed. The library currently has several areas where significant rust has occurred and will need pipe replacements and valves rebuilt. The library has the option of hiring LA County ISD (Internal Services Division) or an independent contractor.
<b>Employee-Side/ADA Entrance</b>	\$100,000 - 130,000	2 – 5 Years	Currently employees are exiting the rear door of the library and walking out through the main driveway to enter the sidewalk. Staff was advised in 2009 this is contrary to current local building code and should be modernized to avoid pedestrians sharing a vehicle passageway. Due to budget and unforeseen conditions the planned pedestrian ramp that would have corrected this condition in the recent renovation project was removed from the scope of work. Access to the book drop located near this driveway would also be improved.
<b>North Roof Replacement</b>	\$1,500,000	2 – 5 Years	During a 2008 building inspect report we were advised the north stacks asphalt roofing material had five to ten years before requiring replacement. Staff recommends replacing the existing roof using the same material as we recently used on the south stacks roof. As of now, the existing material is not lifting or separating. This project may be required prior to beginning the solar panel project listed separately.

<b>Disk Storage Array (3) – IT</b>	\$170,000	2 – 5 years	All library data is stored on large capacity storage arrays. These units are replaced every five years once the internal data drives have reached their manufacturers rated end of life. Information stored includes digital archive materials, library holdings catalog, financial, HR, virtual desktops, virtual servers and other internal files. This cost estimate is a base estimate as hardware costs tend to lower as technology improves.
<b>Photo Copiers</b>	\$100,000 – \$120,000	2 years	Current library copiers were purchased in 2005 and are beginning fail due to their age and usage. Since replacement parts are becoming increasingly difficult to acquire, staff recommends replacements within the next two years. This cost estimate is a base estimate as hardware costs tend to lower as technology improves.

**Desirable Projects:**

<b>Project</b>	<b>Estimated Cost</b>	<b>Time Frame</b>	<b>Description</b>
<b>Legal Services Center</b>	\$150,000 - \$250,000	2 – 5 Years	The library would like space suitable to house a Legal Services Center where outside legal services organizations could provide clinics, consultations and other assistance to patrons. This space can be completed without significant alterations to the building by adding a wall with entry doors across alcoves 5 and 6 to create a defined workspace (similar to the Members Study).
<b>Solar Power</b>	\$450,000 – 1,320,000	2 – 5 Years	There are several options to place solar panels on the library roof space. One option includes only the north roof. A second option includes utilizing all roof space for solar panels and the third option includes a panel system that tracks with the sun automatically throughout the day. Based on the number of panels, the return on investment is estimated at 8 to 12 years. The usable life of these systems is rated at 40 to 50 years. This option may require re-roofing the north stacks roof prior to installation. The system would result in energy savings and reduced operating costs.
<b>LED Lighting Update</b>	\$130,000 – 175,000	2 – 3 Years	LED lighting for florescent fixtures is a very new technology and as such, costs to replace existing bulbs tubes are too high at this time. However, the state is expected to ban most incandescent bulbs by 2015. It is estimated costs will be less than one third of what they are today once the ban is in place. When costs drop staff recommends replacing all existing florescent light bulbs and removing existing ballasts in the main public areas and staff offices. The reduction in wattage will result in substantial annual utility savings, as bulbs last longer and run cooler. At this time LED tube lights do not qualify for rebates but this is expected the change as well.

<b>Security Camera System</b>	\$72,000	2 -3 Years	We would like to install security cameras within public spaces of the library. Staff recommends a complete system with digital recording. Because the library would be required by state law to retain recordings for years, the cost for data storage is factored in as well.
<b>Bridge to Grand Park</b>	\$1,800,000 - \$2,300,000	3 – 5 Years	A new north entrance to the library building, an exterior balcony with ADA ramp to the sidewalk on Broadway and hydraulic elevator. This project would only occur in conjunction with Grand Park as they are interested in connecting the Library directly to the park, which would allow for greater public access and collaborative programming. Such a project might also present significant revenue generating opportunities for the Library but would likely be dependent on the availability of grant funding.

**MEMORANDUM**

**DATE:** June 24, 2014

**TO:** Board of Law Library Trustees

**FROM:** Sandra Levin, Executive Director  
John Kohl, Finance Director

**RE:** Liability, Long-term Disability (LTD), Life, Vision and Dental Insurance Renewal

**BACKGROUND**

Keenan & Associates is the Library’s insurance broker for its liability (property & casualty) insurance. Our policies are subject to annual renewal and are scheduled to renew on July 1, 2014. This coverage is currently provided through 8 different carriers.

Brecher Insurance & Financial Services (Brecher) is the Library’s current insurance broker for long-term disability (LTD), basic life, voluntary Life, dental, and vision insurance. Our policies are subject to annual renewal and are scheduled to expire July 31, 2014. This insurance coverage is currently provided through Guardian.

Accordingly, the Law Library requested that our agents solicit competitive bids for renewal of both packages. The resulting analysis and recommendations are discussed below.

**ANALYSIS**

Property & Casualty: Keenan marketed the present property & casualty coverage program approaching differing carriers in an effort to obtain the most comprehensive and competitive coverage terms and conditions to protect the Library. Their analysis and recommendations are attached. Only the existing carriers responded; other carriers declined because they could not compete with the favorable rates currently in effect. Per the attached letter from David Rendeiro of Keenan & Associates, each of the existing carriers with associated coverage and renewal quotes are presented. The combined renewal proposal offers an 8% reduction from \$249,899 per year to \$229,008 for the total program compared to the rates currently in effect while maintaining the same level of coverage. (This falls well within the amounts budgeted for FY2015 budget, as a small increase in insurance costs was projected for FY2015.)

Staff recommends renewing the property & casualty package through the existing carries offering the present level of coverage as presented by Keenan & Associates saving 8% over the current costs.



LTD, Basic Life, Dental, & Vision: Brecher Insurance marketed the present long-term disability (LTD), basic life, voluntary Life, dental, and vision insurance. This insurance coverage is currently provided entirely through Guardian, due to the lowest rates previously quoted for the coverage offered.

The Law Library requested that Brecher market our insurance with the goal of obtaining the most competitive rates for comparable coverage. Their analysis and recommendations are attached. Guardian, Assurance and MetLife responded to the request for proposals; other carriers declined due to the high percentage of retired employees in the insured population. Assurance offered the same insurance coverage package as the Library's existing policy through Guardian, but at a higher cost (\$332.87 per month additional). MetLife only quoted vision, but at a lower cost than Guardian (a savings of \$1,822.44 per year).

In addition to cost, the most significant differences in vision benefits between MetLife and Guardian are:

1. Guardian would provide frame replacement every 24 months while MetLife would provide replacement frames every 12 months.
2. MetLife's network is not as extensive as Guardian's, so employees would either have to change providers or experience increased costs.
3. MetLife's out of network coverage is lower than Guardian's, so out of network costs would be more expensive for employees. (Guardian also quoted a vision plan offering the same network and benefits as the MetLife plan, but still at a higher cost than MetLife.)

In addition, transferring vision to MetLife would require additional administrative effort such as completing additional forms and managing multiple contracts and carriers. In short, one consolidated package is easier to administer.

Staff recommends renewing the LTD, basic life, voluntary Life, dental, and vision insurance with Guardian. Although the cost is approximately \$150 more per month than combining multiple carriers, it has the benefit of maintaining the current network and out of network costs to the employees without increasing administrative effort.

#### **RECOMMENDATION**

That the Board approve: 1) the renewal of LTD, basic life, voluntary Life, dental, and vision insurance with Guardian; and 2) the renewal of the property & casualty package through the existing carries as presented by Keenan & Associates.



# Keenan

Associates

4204 Riverwalk Pkwy.  
Suite 400  
Riverside, CA 92505

951 718-0190  
951 715-0166 fax  
www.keenan.com  
License No. 0451271

## MEMORANDUM

**DATE:** June 16, 2014  
**TO:** Board of Law Library Trustees  
**FROM:** Vanessa Pena, David Rendeiro, Keenan & Associates  
**RE:** Property & Liability Insurance Renewal

### SUMMARY

The Library's property & liability insurance policies are set to renew on July 1, 2014. On the Library's behalf, my firm has researched the market, solicited proposals, and based on our analysis, the incumbent carriers remain extremely competitive.

### ANALYSIS AND DETAIL

We are pleased to present the Law Library's 2014-2015 Property & Liability renewal proposal. The insurance market has become very difficult for public agencies. Issues such as low investment returns, increasing public entity litigation and worldwide catastrophes has caused the Property & Liability market pricing to "firm."

While there is capacity, carriers are far more restrictive in deploying capital to write risks and when they do, they are imposing various coverage restrictions and/or increasing retentions. Therefore, we've continued to build upon the partnership between the existing carriers and the library to continue to offer attractive terms and conditions that may be the best solution for the Law Library.

This has made for a very challenging renewal though we were successful in achieving a competitive renewal option for the entire property and liability program. As we've done in prior years, we conducted a thorough marketing of the library's program and approached differing carriers in an effort to obtain the most comprehensive and competitive coverage terms and conditions to protect the law library. A list of markets approached include the following:

Name of Carrier	A.M. Best Rating	Admitted / Non-Admitted
Property & Casualty		
Aspen Specialty Insurance Company	A XV	Non- Admitted
Argonaut	A XI	Admitted
Endurance American Specialty	A XV	Non-Admitted
Hiscox	A XV	Non-Admitted
Insurance Company of the West	A-X	Non-Admitted
CNA		Admitted
Philadelphia Insurance Companies	A++ XV	Admitted
RSUI	A+ XIV	Admitted
Travelers		Admitted

Following is a summary of the renewal proposal:

**Quotation Summary**

Package Program – This policy provides coverage for Property, Equipment Breakdown, General Liability, Employee Benefits, Public Officials, Employment Practices, Automobile and Excess Liability. We were successful in negotiating a renewal decrease of 9% with the incumbent carrier, Argonaut Insurance Company with no change in coverage terms and conditions.

Difference in Condition – The Law Library did have a reduction in the Total Insurable Values (TIV) of \$1,785,920 as a result of auctioning rare and valuable books and materials which did contribute the decrease in premium. However, we were successful in negotiating a reduction of the property rate of 5% which contributed to a premium reduction of 9% for the renewal with the incumbent carriers which consist of Aspen Specialty Insurance, Edurance American Specialty Insurance Company, Certain Underwriters at Lloyds of London, Essex Insurance and Insurance Company of the West. All five carriers provide the Law Library with a DIC limit of insurance totaling \$39.8M in coverage.

Excess Liability – We were successful in negotiating a flat renewal with the incumbent carrier, RSUI Indemnity Company with no change in premium from the expiring policy.

Cyber Liability – We were successful in negotiating a flat renewal with the incumbent carrier, Hiscox with no change in premium from the expiring policy.

**OPTIONS**

1. Renew coverage with incumbent carriers for all lines of coverage.
2. Renew coverage with incumbent carriers and continue to market for alternative options then cancel and replace coverage mid-term subject to short term policy cancellation provisions.

**PROS & CONS**

- Continuing to partner with the insurance carriers in building a long term relationship to be able to build on favorable terms and conditions.

**RECOMMENDATION**

The insurance market has become very challenging during the past year. As you're aware, we've been able to deliver premium decreases during the past fiscal year and although the market has now shifted, we are extremely pleased that we've been able to deliver a renewal proposal with an 8% reduction total program costs for the 2014-15 renewal.

On behalf of Keenan & Associates, it is truly a privilege and honor to serve the Law Library and we appreciate all of your support and confidence in our services.

Sincerely,



Vanessa Pena  
Sr. Account Manager

David Rendeiro  
Vice President, Municipalities

# BRECHER INSURANCE AND FINANCIAL SERVICES

6300 WILSHIRE BLVD., SUITE 2200 • LOS ANGELES, CA • 90048 • PHONE (323) 782-3289 • FAX (323) 782-3022

## MEMORANDUM

**DATE:** June 20, 2014  
**TO:** Board of Law Library Trustees  
**FROM:** David Brecher, Brecher Insurance & Financial Services  
**RE:** Dental, Vision, Life and Long-Term Disability Insurance Renewal

### SUMMARY

The Library's group dental, vision, basic life, voluntary life, and long-term disability (LTD) insurance plans renew on August 1, 2014. On the Library's behalf, my firm has researched the market, solicited proposals, and based on our analysis, Guardian remains very competitively priced.

### ANALYSIS AND DETAIL

Guardian is offering to renew basic life, voluntary life and long-term disability coverage with no rate increase. They are offering to renew dental with an increase of 6%, 3.5% of which is attributable to Affordable Care Act fees and taxes. For the above lines of coverage, quotes from alternate carriers offered little to no savings and in some cases resulted in higher premiums. All but one carrier declined to quote dental due to the high percentage of retirees on the plan.

Guardian's initial vision renewal included a rate increase of 5%. Using competitor's quotes (MetLife's) as leverage, we were initially able to negotiate the increase down to 3%. We negotiated further and Guardian has agreed to renew the vision with no rate increase. Guardian also quoted a vision plan paired with VSP's Choice Network, the same network that the MetLife plan is paired with. The Choice network plan offered some savings, but significantly increased employees' expenses for out of network providers. MetLife's plan offered very competitive rates, but like Guardian's Choice plan, employees' expenses for out of network providers would increase. Guardian provided an additional alternate option which maintains all current benefits with one exception: frame frequency would change from 12 months to 24 months.

### OPTIONS

1. Renew coverage with Guardian as is. Estimated annual cost \$89,134.80.
2. Renew coverage with Guardian and change the vision network to VSP Choice with reduced out of network benefits. Estimated annual cost \$88,032.48.
3. Renew coverage with Guardian and change the vision plan to a 24 month frame frequency. Estimated annual cost \$87,671.16.

David Brecher, CA Insurance License #0B01282

David A. Brecher, ChFC®, CPA (Inactive), Registered Representative, offering securities through NYLIFE Securities LLC Member FINRA/SIPC,  
A Licensed Insurance Agency (323) 782-3000

Financial Adviser offering investment advisory services through Eagle Strategies LLC., A Registered Investment Adviser  
Brecher Insurance And Financial Services is not owned or operated by NYLIFE Securities LLC or its affiliates.

# BRECHER INSURANCE AND FINANCIAL SERVICES

6300 WILSHIRE BLVD., SUITE 2200 • LOS ANGELES, CA • 90048 • PHONE (323) 782-3289 • FAX (323) 782-3022

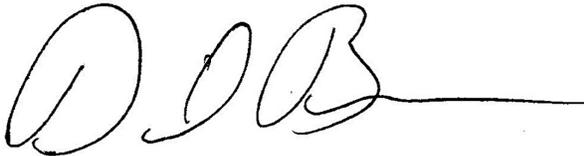
4. Renew all but vision with Guardian. Move vision coverage to MetLife with the VSP Choice network. Estimated annual cost \$85,848.72.

## PROS & CONS

- Moving to MetLife would reduce vision premium by an estimated \$3,280 annually, but the out of network benefits are inferior.
- Having a separate vision carrier will result in an increased administrative burden (separate enrollment and termination process as well as separate billing).
- Moving to Guardian's VSP Choice plan would save an estimated \$1,100 annually, but the out of network benefits are inferior.
- Moving to Guardian's 24 month frame frequency plan will maintain all current vision benefits with the exception of frame frequency. Plans with a 12 month frame frequency are less common these days particularly because employees often don't change frames annually. This benefit change would likely have limited impact on employees. Switching to the 24 month frame vision plan will result in an estimated \$1,460 annual savings.

## RECOMMENDATION

Brecher Insurance and Financial Services recommends renewing with Guardian and changing to the 24 month frame frequency vision plan. This will reduce the vision premium with minimal impact to employees and allow the Library to continue with just one carrier, thereby not increasing the administrative burden.



David Brecher

David Brecher, CA Insurance License #0B01282

David A. Brecher, ChFC®, CPA (Inactive), Registered Representative, offering securities through NYLIFE Securities LLC Member FINRA/SIPC,  
A Licensed Insurance Agency (323) 782-3000  
Financial Adviser offering investment advisory services through Eagle Strategies LLC., A Registered Investment Adviser  
Brecher Insurance And Financial Services is not owned or operated by NYLIFE Securities LLC or its affiliates.

# AGENDA ITEM 4

## DISCUSSION ITEMS

- 4.1 Update and Discussion Regarding Statewide Lobbying Efforts.
- 4.2 Discussion Regarding Formation of a None-Profit for Delivery of Service.

**MEMORANDUM**

**DATE:** June 24, 2014

**TO:** Board of Law Library Trustees

**FROM:** Sandra Levin, Executive Director

**RE:** Update and Discussion Regarding Statewide Lobbying Efforts

The following is an update regarding CCCLL's lobbying efforts and a request for direction regarding LA Law Library's participation in potential future lobbying efforts.

**B&P 6348.4**

The proposed change to B&P 6348.4 to allow for rental or lease of real property by County Law Libraries is included in the Local Government Omnibus Bill (SB 1462) which passed out of the Senate and is scheduled to be heard in the Assembly Local Government Committee on June 18. No problems or obstacles have been identified as of this time. I will provide a further update at the Board meeting on June 24.

**B&P 6360**

CCCLL's lobbyist is working with Senator Corbett to try to include our proposed changes to Section 6360 into an existing bill during the current session. The proposed changes to Section 6360 would allow County Law Libraries to charge at competitive rates for extraordinary services provided. Initially, Senator DeSaulnier was interested in including the changes in SB 1455, a public library bill being carried by Senator DeSaulnier. However, the California Library Association objected. CCCLL has received offers to carry the bill next session, but it appears that the options for the current session are dwindling. We will keep you posted as we hear more.

**B&P 6322.1**

CCCLL has been making inquiries for nearly a year in an attempt to identify a sponsor for a bill to modify B&P Section 6322.1 to eliminate or restrict the bill collectors' exemption (i.e., the provisions that entitles bill collectors to pay a greatly reduced filing fee). There is little to no interest for such an amendment at this time.

**General Fund Appropriation**

CCCLL's legislative advocate, Michael Corbett, made initial contact with the chief deputy director of the California Department of Finance to discuss the concept of providing some limited amount of funding for county law libraries in next year's (FY15-16) budget. She agreed to raise the issue with the administration and get back to Mr. Corbett. In



order to inform further discussion by CCCLL about whether this is an option the organization would like to pursue, CCCLL has asked its members (and their trustees) to complete a survey about state financial support. This survey asks us to comment on a number of potential revenue ideas.

You can access the Survey Here: <https://www.surveymonkey.com/s/XDWR3WR> or review the print copy attached. Please do not complete and return the survey; staff will complete a single survey response based upon the consensus and direction provided by the Board.

**Recommendation**

Staff recommends that the Board ask any questions it may have concerning current lobbying efforts and discuss options for future lobbying efforts, including those presented in the survey.



**MEMORANDUM**

**DATE:** June 24, 2014

**TO:** Board of Law Library Trustees

**FROM:** Sandra Levin, Executive Director

**RE:** Discussion Regarding Formation of a Non-Profit for Delivery of Services

**INTRODUCTION**

As the Law Library strives to expand into new areas of service, it is limited by declining revenues, a very restrictive authorizing statute and other constraints. Grant opportunities and other avenues of generating revenue are generally not available to the Law Library as a government entity, but might be available to a non-profit entity. Accordingly, the Board is asked to begin a discussion regarding the pros and cons of forming a related non-profit entity for the delivery of legal and educational services and to provide direction as to whether the concept should be investigated further. It is important to note that the concept under consideration is NOT to provide reference services, replace existing Law Library functions or fundraise. Those tasks are already being handled by the Law Library and the Friends of the Los Angeles County Law Library.

**ANALYSIS**

To kick off the discussion, Staff offers the following observations regarding possible risks, rewards and impacts:

- A non-profit would be eligible for grant funding including possible fellowships, whereas the Law Library as a government agency does not qualify;
- The non-profit would likely be subject to the Brown Act since it would be formed and controlled by the Law Library Board of Trustees;
- The most efficient means of transacting business would be to have the Law Library board serve as the board of the non-profit and hold concurrent or sequential meetings when the non-profit needs to meet;
- A non-profit would not be limited in whether or how to charge for services or in scope of services provided – e.g., a non-profit could operate a legal clinic, a café or a lawyer referral service for modest means clients;
- A non-profit would not be limited in how to invest proceeds;
- A non-profit would not be compelled to provide benefits afforded government employees;
- A non-profit would incur additional costs (banking fees, audit, D&O insurance, etc.), but could be formed without significant expense.

**RECOMMENDATION**

Staff recommends that the Board discuss the possible advantages and disadvantages of forming a non-profit and provide direction as to whether to investigate the option of creating a non-profit for the delivery of services.

