

AGENDA

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

REGULAR BOARD MEETING

Wednesday, March 22, 2017

12:15 PM

MILDRED 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 Approval of Minutes of the February 22, 2017, Regular Board Meeting.
- 3.2 Review of January Financials and List of February Checks and Warrants

4.0 DISCUSSION ITEMS

- 4.1 Impact of Potential Elimination of LSC Funding

5.0 CLOSED SESSION

- 5.1 Conference with Labor Negotiator (G.C. 54957.6). *Library Negotiator:* Executive Director, Sandra J. Levin; *Employee Organization:* SEIU Local 721.

6.0 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.

7.0 EXECUTIVE DIRECTOR REPORT

8.0 ADJOURNMENT

The next Regular Meeting of the Board of Law Library Trustees is scheduled for Wednesday, April 26, 2017.

POSTED THURSDAY, MARCH 16, 2017 @ 6:00 P.M.

POSTED BY ANN MARIE GAMEZ



AGENDA ITEM 3

CONSENT CALENDAR

- 3.1 Approval of Minutes of the February 22, 2017, Regular Board Meeting.
- 3.2 Review of January Financials and List of February Checks and Warrants

**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.**

February 22, 2017

The Regular Meeting of the Board of Law Library Trustees of Los Angeles County was held on Wednesday, February 22, 2017 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 Ann I. Jones
Judge Mark Juhas
Judge Dennis Landin
Kenneth Klein, Esquire
Judge Richard Rico
Susan Steinhauer, Esquire

Trustees Absent: Judge Michelle Williams Court

Senior Staff Present: Jaye Steinbrick, Senior Director

Also Present: Marcelino Juarez, Finance Manager

President Jones determined a quorum to be present, convened the meeting at 12:22 p.m. and thereafter presided. Senior Director, Jaye Steinbrick recorded the Minutes.

1.0 PUBLIC COMMENT

One public comment made from Mr. Lee Paradise regarding prior Executive Director of the LA Law Library in association with depleted resources and spending habits.

2.0 PRESIDENT'S REPORT

President Jones commented on the anticipated Beacon of Justice Gala. The 2017 honoree will be Justice Collins. President Jones expressed excitement towards participating in the event and in honoring Justice Collins. President Jones also thanked Senior Director Jaye Steinbrick for sitting in on the month's meeting due to the absence of Executive Director, Sandra J. Levin. President Jones expressed appreciation for the many roles SD Steinbrick fills at LA Law Library.

3.0 CONSENT CALENDAR

- 3.1 Approval of Minutes of the January 25, 2017 Regular Board Meeting.
- 3.2 Review of December Financials & List of January Checks and Warrants.
- 3.3 Amendment to Employee Handbook Regarding Retiree Dental Benefits
- 3.4 Mid-Year Budget Review
- 3.5 Receipt of SEIU Re-Opener Request
- 3.6 Determination of Need and Ratification of Emergency Repair of Roof

President Jones requested a motion to approve the Consent Calendar. So moved by Trustee Juhas, seconded by Trustee Klein. The motion was unanimously approved, 5-0.

4.0 DISCUSSION ITEMS

- 4.1 Approval of Workers Compensation Renewal Package

Finance Manager, Marcelino Juarez clarified and answered questions from the Board of Trustees regarding the adjusted fees and costs. FM Juarez noted that ex-mod has been reduced due to the lowered count of Workers Compensation claims in the past year thus resulting in the ability to acquire multiple bids. President Jones added that the lower count of claims reflects the LA Law Library and the safety experience from all staff. SD Steinbrick also added that the LA Law Library will be welcoming a Workers Comp speaker to give an orientation on safety practices for staff.

President Jones requested a motion on Discussion Item 4.1 to approve the Workers Compensation Renewal Package effective March 1, 2017. So moved by Trustee Juhas, seconded by Trustee Landin. The motion was unanimously approved, 6-0.

- 4.2 Patron Services Presentation

Patron Services Director, Malinda Muller, Senior Librarian of Reference & Research, Austin Stoub, Managing Librarian, Ryan Metheny, Senior Librarian of Collection & Branches, Linda Heichman, Global Law Librarian, Sarah Sullivan, and Public Interest & Self Represented Librarian, Janine Liebert all spoke before the Board regarding their role and overall goals within the new structure of the Patron Services Department. Sr. Librarian Stoub is in charge of organizing coverage at reference counter, acts as supervisor to other librarians, responsible for digital services and displays along with other reference librarians. Managing Librarian Metheny is responsible for over 300 classes expected over the course of the year. Trustee Juhas expressed interest and enthusiasm in bringing in more JH and HS students, creating more patron diversity and reaching out to the community in non-traditional ways. Sr. Librarian Heichman reported her responsibilities in working closely with

the collection, price trends and looking ahead for further collection development. President Jones added her interest in being kept up to date with collection developments as it allows the Board to comprehend trends of the library. Trustee Steinhauser commented on the demands of materials in other languages. Trustee Steinhauser is also interested in understanding the dynamic of print vs. electronic. Global Law Librarian Sullivan introduced herself as the newest librarian and reported on her effort to identify the strengths and weaknesses of the foreign collection. Trustee Klein added the possibility of increasing fees to law firms who would utilize foreign materials. Managing Librarian Liebert spoke in regards to the continuing expansion of partnerships and clinics in legal services.

No Action was Taken.

5.0 AGENDA BUILDING

There were no items for agenda building.

6.0 EXECUTIVE DIRECTOR REPORT

None

7.0 ADJOURNMENT

The next Regular Meeting of the Board of Law Library Trustees is scheduled for Wednesday, March 22, 2017 at 12:15 pm.

Sandra J. Levin, Executive Director and Secretary
Los Angeles County Law Library Board of Trustees

Los Angeles County Law Library

Balance Sheet

As of January 31, 2017

(Provisional and subject to year-end audit adjustments)

	6/30/2016	1/31/2017	Change
Assets			
Current assets			
Cash and cash equivalents	3,551,273	3,460,278	(90,995)
Accounts receivable	1,312,177	1,286,922	(25,256)
Prepaid expenses	253,809	487,800	233,991
Total current assets	5,117,260	5,234,999	117,740
Noncurrent assets			
Restricted cash and cash equivalents	318,470	318,470	-
Investments	4,115,956	4,527,848	411,892
Capital assets, not being depreciated	586,433	586,433	-
Capital assets, being depreciated - net	19,061,309	18,412,357	(648,952)
Total noncurrent assets	24,082,168	23,845,108	(237,060)
Total assets	29,199,427	29,080,107	(119,320)
Deferred Outflows of Resources			
Deffered Outflows of Resources	907,530	907,530	-
Total assets and deferred outflows of resources	30,106,957	29,987,638	(119,320)
Liabilities			
Current Liabilities			
Accounts payable	225,599	201,203	(24,395)
Other current liabilities	3,631	2,030	(1,602)
Payroll liabilities	8,682	11,232	2,550
Total current liabilities	237,912	214,466	(23,447)
Noncurrent Liabilities			
Accrued sick and vacation liability	359,980	307,605	(52,375)
Borrowers' deposit	327,949	328,764	815
OPEB liability	81,954	145,122	63,168
Net pension liability	1,233,873	1,233,873	-
Total noncurrent liabilities	2,003,756	2,015,364	11,608
Total liabilities	2,241,668	2,229,830	(11,839)
Deferred Inflows of Resources			
Deferred Inflows of Resources	895,773	895,773	-
Total liabilities and deferred inflows of resources	3,137,441	3,125,603	(11,839)
Net Position			
Invested in capital assets	19,647,742	18,998,790	(648,952)
Unrestricted	7,321,774	7,863,245	541,471
Total net position	26,969,516	26,862,035	(107,481)
Total liabilities and deffered inflows of resources and net position	30,106,957	29,987,638	(119,320)

Los Angeles County Law Library
Income Statement for the Period Ending January 31, 2017
(Provisional and subject to year-end audit adjustments)

Jan 16 Actual	Jan 2017			
	Budget	Actual	\$ Fav (Unf)	% Fav (Unf)
562,253	535,853	569,267	33,415	6.2%
2,619	2,776	4,095	1,319	47.5%
51,918	56,667	53,087	(3,580)	-6.3%
<u>37,347</u>	<u>30,644</u>	<u>182,128</u>	<u>151,484</u>	<u>494.3%</u>
654,137	625,939	808,577	182,638	29.2%
257,830	307,514	281,989	25,525	8.3%
0	0	61,116	(61,116)	0.0%
341,469	161,690	329,786	(168,096)	-104.0%
<u>(341,469)</u>	<u>(161,690)</u>	<u>(329,786)</u>	<u>168,096</u>	<u>-104.0%</u>
74,963	70,571	64,015	6,556	9.3%
10,311	17,450	10,141	7,309	41.9%
15,653	5,733	9,093	(3,360)	-58.6%
6,217	5,993	6,392	(399)	-6.7%
0	1,800	759	1,041	57.9%
166	271	112	158	58.4%
4,658	3,000	2,721	279	9.3%
<u>247,597</u>	<u>248,059</u>	<u>230,319</u>	<u>17,740</u>	<u>7.2%</u>
<u>659,271</u>	<u>718,007</u>	<u>666,657</u>	<u>(51,350)</u>	<u>-7.2%</u>
<u>(5,134)</u>	<u>(92,068)</u>	<u>141,920</u>	<u>233,988</u>	<u>-254.1%</u>
23,007	2,917	5,659	2,742	94.0%
0	0	55,000	55,000	0.0%
0	0	0	0	0.0%
<u>17,873</u>	<u>(89,152)</u>	<u>202,579</u>	<u>291,731</u>	<u>-327.2%</u>
0	0	0	0	0.0%

	FY 2015-16 YTD Actual	FY 2016-17 YTD			
		Budget	Actual	\$ Fav (Unf)	% Fav (Unf)
Summary:					
Income					
L.A. Superior Court Fees	3,881,626	3,880,976	4,013,254	132,278	3.4%
Interest	11,714	13,417	16,373	2,956	22.0%
Parking	412,073	407,897	401,761	(6,137)	-1.5%
Library Services	<u>350,817</u>	<u>361,480</u>	<u>391,108</u>	<u>29,628</u>	<u>8.2%</u>
Total Income	4,656,229	4,663,770	4,822,496	158,726	3.4%
Expense					
Staff (payroll + benefits)	2,214,461	2,334,935	2,181,225	153,710	6.6%
Electronic Resource Subscriptions	320,396	403,309	377,052	26,257	6.5%
Library Materials	1,177,724	1,131,829	1,027,110	104,719	9.3%
Library Materials Transferred to Assets	<u>(1,177,724)</u>	<u>(1,131,829)</u>	<u>(1,027,110)</u>	<u>(104,719)</u>	<u>9.3%</u>
Facilities	517,813	501,313	490,818	10,495	2.1%
Technology & Data	70,495	92,150	75,381	16,769	18.2%
General	40,063	40,720	39,065	1,655	4.1%
Professional Development	11,405	17,463	12,827	4,636	26.5%
Communications & Marketing	2,871	6,930	817	6,113	88.2%
Travel & Entertainment	1,509	1,845	1,196	649	35.2%
Professional Services	43,740	39,763	35,946	3,817	9.6%
Depreciation	<u>1,708,532</u>	<u>1,743,467</u>	<u>1,682,542</u>	<u>60,925</u>	<u>3.5%</u>
Total Expenses	4,931,286	5,181,895	4,896,869	285,027	5.5%
Net Income (Loss)	<u>(275,057)</u>	<u>(518,125)</u>	<u>(74,373)</u>	<u>443,752</u>	<u>-85.6%</u>
Investment Gain (Loss)²	26,929	20,417	(88,108)	(108,524)	-531.5%
Extraordinary Income	0	55,000	55,000	0	0.0%
Extraordinary Expense	0	0	0	0	0.0%
Net Income Including Extraordinary Items	<u>(248,128)</u>	<u>(442,709)</u>	<u>(107,481)</u>	<u>335,228</u>	<u>-75.7%</u>
Capitalized Expenditures	<u>15,354</u>	<u>1,427,000</u>	<u>6,480</u>	<u>1,420,520</u>	<u>99.5%</u>

Comments

Los Angeles County Law Library
Income Statement for the Period Ending January 31, 2017
(Provisional and subject to year-end audit adjustments)

Jan 16	Jan 2017			
	Budget	Actual	\$ Fav (Unf)	% Fav (Unf)

FY 2015-16	FY 2016-17 YTD			
	YTD Actual	Budget	Actual	\$ Fav (Unf)

Comments

Detailed Budget:														
Income:														
562,253	535,853	569,267	33,415	6.2%	15	FIN	303300	L.A. Superior Court Fees	3,881,626	3,880,976	4,013,254	132,278	3.4%	
Interest:														
1,245	1,203	1,449	246	20.5%	15	FIN	311000	Interest - LAIF	2,327	2,405	2,739	334	13.9%	
1,204	1,375	2,375	1,000	72.7%	15	FIN	312000	Interest - General Fund	8,162	9,625	11,867	2,242	23.3%	
170	198	271	73	37.0%	15	FIN	313000	Interest - Deposit Fund	1,225	1,387	1,767	380	27.4%	
0	0	0	0	0.0%	15	FIN	313100	Interest - CalPERS CERBT ¹	0	0	0	0	0.0%	
0	0	0	0	0.0%	15	FIN	313200	Interest - Bonds ²	0	0	0	0	0.0%	
2,619	2,776	4,095	1,319	47.5%				Subtotal	11,714	13,417	16,373	2,956	22.0%	
Parking:														
51,918	56,667	53,087	(3,580)	-6.3%	39	FAC	330100	Parking	412,073	407,897	401,761	(6,137)	-1.5%	
51,918	56,667	53,087	(3,580)	-6.3%				Subtotal	412,073	407,897	401,761	(6,137)	-1.5%	
Library Services:														
114	50	16	(34)	-67.5%	27	CIRC	330150	Annual Borrowing Fee	1,690	2,125	3,185	1,060	49.9%	Timing variance.
14,960	9,167	9,366	199	2.2%	25	P&P	330140	Annual Members Fee	68,152	64,169	58,403	(5,766)	-9.0%	Timing variance.
9,406	2,718	615	(2,103)	-77.4%	23	R&R	330340	Course Registration	18,652	19,026	6,142	(12,884)	-67.7%	Timing variance. \$8K Business Seriers sponsorship check received in Mar 2017.
4,971	4,417	3,431	(986)	-22.3%	27	CIRC	330129	Copy Center	35,548	30,619	30,704	85	0.3%	Timing variance.
1,422	2,000	1,477	(523)	-26.2%	27	CIRC	330205	Document Delivery	16,996	14,000	10,746	(3,254)	-23.2%	Timing variance.
3,436	3,875	3,933	58	1.5%	27	CIRC	330210	Fines	25,337	27,125	28,714	1,589	5.9%	
805	4,167	439	(3,728)	-89.5%	15	FIN	330310	Miscellaneous	9,500	37,166	28,856	(8,310)	-22.4%	Timing variance. Google project reimbursement expected Mar 2017.
1,790	3,800	1,605	(2,195)	-57.8%	39	FAC	330330	Room Rental	38,438	26,600	53,292	26,692	100.3%	Better than expected as a result of increased large event room rentals
370	350	822	472	134.8%	27	CIRC	330350	Book Replacement	1,322	2,450	2,778	328	13.4%	
0	0	375	375	0.0%	15	FIN	330360	Forfeited Deposits	13,206	7,500	375	(7,125)	-95.0%	
0	0	155,000	155,000	0.0%	17	EXEC	330400	Friends of Law Library	115,000	120,000	155,000	35,000	29.2%	Generous contribution from Friends.
0	0	0	0	0.0%	25	P&P	330420	Grants	0	0	0	0	0.0%	
73	100	49	(51)	-51.3%	39	FAC	330450	Vending	583	700	562	(138)	-19.8%	
0	0	5,000	5,000	0.0%	37	COM	330465	Special Events Income	6,392	10,000	12,352	2,352	23.5%	Timing variance.
37,347	30,644	182,128	151,484	494.3%				Subtotal	350,817	361,480	391,108	29,628	8.2%	
654,137	625,939	808,577	182,638	29.2%				Total Income	4,656,229	4,663,770	4,822,496	158,726	3.4%	
Expenses:														
Staff:														
136,369	183,475	161,745	21,730	11.8%	ALL	501000	Salaries (benefits eligible)	1,305,585	1,410,195	1,292,079	118,116	8.4%	Favorable variance due to vacancies.	
0	(3,670)	0	(3,670)	100.0%	15	FIN	501025	Staff Vacancy Offset (Ben. Eligible)	0	(28,204)	0	(28,204)	100.0%	
12,879	21,137	17,728	3,409	16.1%	ALL	501050	Salaries (benefits ineligible)	132,564	153,111	136,415	16,696	10.9%	Favorable variance due to vacancies.	
0	(423)	0	(423)	100.0%	15	FIN	501075	Staff Vacancy Offset (Ben. Ineligible)	0	(3,062)	0	(3,062)	100.0%	
11,453	12,432	12,702	(270)	-2.2%	15	FIN	502000	Social Security	82,046	94,986	80,105	14,881	15.7%	Favorable variance due to vacancies.
2,679	2,908	2,971	(63)	-2.2%	15	FIN	503000	Medicare	20,300	22,215	20,098	2,116	9.5%	Favorable variance due to vacancies.
19,159	20,220	17,924	2,296	11.4%	15	FIN	511000	Retirement	163,239	202,429	191,892	10,537	5.2%	
0	0	0	0	0.0%	15	FIN	511050	Pension Exp (Actuarial)	0	0	0	0	0.0%	
0	0	0	0	0.0%	15	FIN	511100	Pension Exp (Acctg)	0	0	0	0	0.0%	
41,752	46,830	42,243	4,587	9.8%	15	FIN	512000	Health Insurance	271,269	308,463	286,659	21,804	7.1%	Favorable variance due to vacancies.
416	374	385	(12)	-3.1%	15	FIN	513000	Disability Insurance	2,872	2,683	2,898	(215)	-8.0%	
5,009	5,482	4,687	795	14.5%	15	FIN	514000	Dental Insurance	35,400	37,930	32,967	4,963	13.1%	Favorable variance due to vacancies.
605	673	444	229	34.0%	15	FIN	514500	Vision Insurance	4,063	4,652	3,462	1,189	25.6%	Favorable variance due to vacancies.
115	128	110	18	13.7%	15	FIN	515000	Life Insurance	620	902	536	366	40.6%	
0	0	0	0	0.0%	15	FIN	515500	Vacancy Benefits Offset	0	0	0	0	0.0%	
8,464	6,366	6,727	(361)	-5.7%	15	FIN	516000	Workers Compensation Insurance	60,271	44,559	49,138	(4,579)	-10.3%	
0	0	2,520	(2,520)	0.0%	15	FIN	517000	Unemployment Insurance	(96)	0	5,061	(5,061)	0.0%	
0	17	0	17	100.0%	25	P&P	514010	Temporary Employment	1,916	3,117	0	3,117	100.0%	Timing variance.
0	42	1,374	(1,332)	-3197.5%	13	HR	514015	Recruitment	479	292	1,764	(1,472)	-504.8%	
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	0	0	0	0.0%	
17,161	9,024	9,024	0	0.0%	15	FIN	518500	OPEB Expense	120,126	63,169	63,168	1	0.0%	

Los Angeles County Law Library
Income Statement for the Period Ending January 31, 2017
(Provisional and subject to year-end audit adjustments)

Jan 16 Actual	Jan 2017				FY 2015-16 YTD Actual	FY 2016-17 YTD				Comments				
	Budget	Actual	\$ Fav (Unf)	% Fav (Unf)		Budget	Actual	\$ Fav (Unf)	% Fav (Unf)					
507	1,250	584	666	53.3%	15	FIN	518550	TMP	5,583	8,750	6,770	1,980	22.6%	
1,264	1,250	821	429	34.3%	15	FIN	518560	Payroll and Benefit Administration	8,224	8,750	8,213	537	6.1%	
257,830	307,514	281,989	25,525	8.3%				Total - Staff	2,214,461	2,334,935	2,181,225	153,710	6.6%	
Library Materials/Electronic Resources Subscription:														
295,126	125,830	283,485	(157,655)	-125.3%	23	R&R	601999	American Continuations	891,273	880,813	790,358	90,455	10.3%	Timing variance.
87	1,365	202	1,163	85.2%	23	R&R	602999	American New Orders	7,884	9,556	9,245	311	3.3%	
14,082	4,305	14,490	(10,184)	-236.6%	23	R&R	609199	Branch Continuations	29,016	30,137	25,360	4,777	15.9%	Timing variance.
0	50	0	50	100.0%	23	R&R	609299	Branch New Orders	0	350	161	189	53.9%	
7,728	9,342	3,657	5,686	60.9%	23	R&R	603999	Commonwealth Continuations	94,043	65,396	79,143	(13,747)	-21.0%	
0	130	0	130	100.0%	23	R&R	604999	Commonwealth New Orders	0	910	0	910	100.0%	
10,156	11,456	13,720	(2,264)	-19.8%	23	R&R	605999	Foreign Continuations	80,646	80,191	50,179	30,011	37.4%	Used to fund continuations in other categories.
0	100	0	100	100.0%	23	R&R	606999	Foreign New Orders	398	700	580	120	17.1%	
13,882	7,269	8,190	(921)	-12.7%	23	R&R	607999	International Continuations	62,451	50,886	60,870	(9,984)	-19.6%	
0	333	0	333	100.0%	23	R&R	608999	International New Orders	0	2,333	166	2,167	92.9%	
409	1,408	6,042	(4,634)	-329.1%	23	R&R	609399	General/Librarianship Continuations	12,012	9,857	10,975	(1,118)	-11.3%	
0	100	0	100	100.0%	23	R&R	609499	General/Librarianship New Orders	0	700	72	628	89.7%	
341,469	161,690	329,786	(168,096)	-104.0%				Subtotal	1,177,724	1,131,829	1,027,110	104,719	9.3%	
(341,469)	(161,690)	(329,786)	168,096	-104.0%	15	FIN	690000	Library Materials Transferred to Assets	(1,177,724)	(1,131,829)	(1,027,110)	(104,719)	9.3%	
41,876	57,616	61,116	(3,501)	-6.1%	15	FIN	685000	Electronic Resource Subscriptions (ERS)	320,396	403,309	377,052	26,257	6.5%	Timing variance.
Facilities:														
1,470	3,750	301	3,449	92.0%	39	FAC	801005	Repair & Maintenance	21,625	26,250	2,822	23,428	89.3%	Minimal repairs or maintenance work needed.
531	1,000	1,588	(588)	-58.8%	39	FAC	801010	Building Services	5,317	7,000	5,821	1,179	16.8%	Timing variance.
1,750	1,083	1,881	(798)	-73.6%	39	FAC	801015	Cleaning Supplies	5,690	7,581	7,972	(391)	-5.2%	Timing variance.
17,003	10,356	8,487	1,869	18.0%	39	FAC	801020	Electricity & Water	70,718	72,492	70,647	1,845	2.5%	Increased usage due to summer weather.
966	1,051	966	85	8.1%	39	FAC	801025	Elevator Maintenance	6,762	1,051	7,490	(6,439)	-612.6%	Delay in elevator repair & upgrade capital project.
0	2,602	1,596	1,006	38.7%	39	FAC	801030	Heating & Cooling	18,691	18,214	24,662	(6,448)	-35.4%	Increased usage due to summer weather.
24,428	21,600	21,763	(163)	-0.8%	15	FIN	801035	Insurance	170,995	151,200	152,748	(1,548)	-1.0%	
8,674	9,018	8,674	344	3.8%	39	FAC	801040	Janitorial Services	60,719	61,548	60,719	829	1.3%	
1,050	1,500	0	1,500	100.0%	39	FAC	801045	Landscaping	7,350	10,500	7,500	3,000	28.6%	Timing variance.
14,741	15,416	15,813	(397)	-2.6%	39	FAC	801050	Security	110,612	107,912	113,331	(5,419)	-5.0%	
2,074	1,750	2,146	(396)	-22.6%	39	FAC	801060	Room Rental Expenses	25,887	12,250	21,798	(9,548)	-77.9%	Includes \$4K portable stage for ongoing room rental activities.
0	0	0	0	0.0%	37	COM	801065	Special Events Expenses	6,170	15,000	12,463	2,537	16.9%	
0	200	0	200	100.0%	39	FAC	801100	Furniture & Appliances (<3K)	0	1,400	0	1,400	100.0%	Timing variance.
309	400	0	400	100.0%	39	FAC	801110	Equipment (<3K)	1,426	2,800	143	2,657	94.9%	Timing variance.
0	100	0	100	100.0%	39	FAC	801115	Building Alterations (<3K)	0	700	0	700	100.0%	Timing variance.
1,763	537	356	181	33.6%	35	CMS	801120	Delivery & Postage	4,662	3,959	1,542	2,417	61.0%	Low volume of shipping activities YTD.
204	208	443	(235)	-113.2%	39	FAC	801125	Kitchen supplies	1,190	1,456	1,160	296	20.3%	
74,963	70,571	64,015	6,556	9.3%				Subtotal	517,813	501,313	490,818	10,495	2.1%	
Technology:														
1,475	1,740	1,610	130	7.5%	33	TECH	801210	Software Maintenance	12,878	12,180	12,168	12	0.1%	Timing variance.
1,183	1,491	1,887	(396)	-26.5%	33	TECH	801212	Hardware Maintenance	8,145	10,437	9,200	1,238	11.9%	
111	1,200	0	1,200	100.0%	33	TECH	801215	Software (<\$3k)	452	8,400	2,721	5,679	67.6%	Timing variance.
816	5,400	0	5,400	100.0%	33	TECH	801220	Hardware (<\$3k)	3,256	7,800	0	7,800	100.0%	Timing variance.
0	80	0	80	100.0%	33	TECH	801225	Computer Supplies	344	560	174	386	68.8%	Timing variance.
4,039	4,039	4,220	(181)	-4.5%	33	TECH	801230	Integrated Library System	27,249	28,273	28,476	(203)	-0.7%	
2,687	3,500	2,423	1,077	30.8%	33	TECH	801235	Telecommunications	17,720	24,500	21,823	2,677	10.9%	
0	0	0	0	0.0%	33	TECH	801245	Tech & Data - Misc	0	0	65	(65)	0.0%	
0	0	0	0	0.0%	33	TECH	801250	Services	450	0	753	(753)	0.0%	
10,311	17,450	10,141	7,309	41.9%				Subtotal	70,495	92,150	75,381	16,769	18.2%	
General:														
483	700	481	219	31.3%	15	FIN	801310	Bank Charges	3,654	4,900	3,927	973	19.9%	
679	785	785	(0)	0.0%	35	CMS	801315	Bibliographical Services	5,730	5,495	5,496	(1)	0.0%	
0	0	0	0	0.0%	35	CMS	801320	Binding	0	0	0	0	0.0%	
0	90	48	42	46.5%	17	EXEC	801325	Board Expense	378	630	427	203	32.3%	
247	0	34	(34)	0.0%	37	COM	801330	Staff meals & events	1,154	1,862	1,998	(136)	-7.3%	Timing variance.
424	1,000	786	214	21.4%	15	FIN	801335	Supplies - Office	6,939	7,000	6,896	104	1.5%	

Los Angeles County Law Library
Income Statement for the Period Ending January 31, 2017
(Provisional and subject to year-end audit adjustments)

Jan 16 Actual	Jan 2017				FY 2015-16 YTD Actual	FY 2016-17 YTD				Comments		
	Budget	Actual	\$ Fav (Unf)	% Fav (Unf)		Budget	Actual	\$ Fav (Unf)	% Fav (Unf)			
2,119	0	(209)	209	0.0%	35 CMS 801337	Supplies - Library materials	4,644	3,925	3,897	28	0.7%	
0	0	0	0	0.0%	37 COM 801340	Stationery, business cards, etc.	0	1,000	349	651	65.1%	Timing variance.
0	0	0	0	0.0%	25 P&P 801365	Grant Application Expenses	0	0	0	0	0.0%	
11,568	3,000	7,099	(4,099)	-136.6%	27 CIRC 801370	Copy Center Expense	15,939	15,000	11,939	3,061	20.4%	
5	42	0	42	100.0%	15 FIN 801375	General - Misc	966	292	3,513	(3,221)	-1104.5%	Includes \$3.5K payment to PCI for prior fiscal year discounted parking.
127	117	69	48	41.0%	23 R&R 801390	Course Registration	596	517	547	(30)	-5.8%	
0	0	0	0	0.0%	17 EXEC 801395	Friends of Law Library	63	100	78	22	22.3%	
15,653	5,733	9,093	(3,360)	-58.6%		Subtotal	40,063	40,720	39,065	1,655	4.1%	
						Professional Development:						
0	0	20	(20)	0.0%	ALL 803105	Travel	1,367	6,800	3,020	3,780	55.6%	Timing variance
0	0	0	0	0.0%	ALL 803110	Meals	0	0	0	0	0.0%	
0	0	0	0	0.0%	ALL 803113	Incidental and miscellaneous	0	0	0	0	0.0%	
6,217	5,960	5,980	(20)	-0.3%	ALL 803115	Membership dues	8,506	6,160	6,180	(20)	-0.3%	
0	33	392	(359)	-1075.9%	ALL 803120	Registration fees	1,533	4,503	3,627	876	19.5%	
0	0	0	0	0.0%	ALL 803125	Educational materials	0	0	0	0	0.0%	
6,217	5,993	6,392	(399)	-6.7%		Subtotal	11,405	17,463	12,827	4,636	26.5%	
						Communications & Marketing:						
0	1,800	0	1,800	100.0%	37 COM 803205	Services	0	1,800	0	1,800	100.0%	Timing variance.
0	0	259	(259)	0.0%	37 COM 803210	Collateral materials	1,550	2,830	317	2,513	88.8%	Timing variance.
0	0	500	(500)	0.0%	37 COM 803215	Advertising	1,297	2,000	500	1,500	75.0%	LAEP ad forthcoming.
0	0	0	0	0.0%	37 COM 803220	Trade shows & Outreach	25	300	0	300	100.0%	Timing variance.
0	1,800	759	1,041	57.9%		Subtotal	2,871	6,930	817	6,113	88.2%	
						Travel & Entertainment						
0	0	0	0	0.0%	ALL 803305	Travel	0	0	0	0	0.0%	
0	0	0	0	0.0%	ALL 803310	Meals	0	0	0	0	0.0%	
0	0	0	0	0.0%	ALL 803315	Entertainment	0	0	0	0	0.0%	
166	271	112	158	58.4%	ALL 803320	Ground transportation & mileage reimb.	1,509	1,845	1,196	649	35.2%	
0	0	0	0	0.0%	ALL 803325	Incidental travel expenses	0	0	0	0	0.0%	
166	271	112	158	58.4%		Subtotal	1,509	1,845	1,196	649	35.2%	
						Professional Services						
0	0	1,315	(1,315)	0.0%	15 FIN 804005	Accounting	20,330	16,763	18,078	(1,315)	-7.8%	
4,658	3,000	1,406	1,594	53.1%	17 EXEC 804008	Consulting Services	23,410	23,000	17,868	5,132	22.3%	
0	0	0	0	0.0%	17 EXEC 804010	Legal	0	0	0	0	0.0%	
0	0	0	0	0.0%	15 FIN 804015	Other	0	0	0	0	0.0%	
4,658	3,000	2,721	279	9.3%		Subtotal	43,740	39,763	35,946	3,817	9.6%	
						Depreciation:						
219,542	207,989	205,096	2,893	1.4%	15 FIN 806105	Depreciation - Library Materials	1,511,570	1,510,561	1,505,030	5,531	0.4%	
28,055	40,070	25,223	14,847	37.1%	15 FIN 806110	Depreciation Exp - FF&E	196,962	232,906	177,512	55,395	23.8%	Delay in capital projects.
247,597	248,059	230,319	17,740	7.2%		Subtotal	1,708,532	1,743,467	1,682,542	60,925	3.5%	
659,271	718,007	666,657	51,350	7.2%		Total Expense	4,931,286	5,181,895	4,896,869	285,027	5.5%	
(5,134)	(92,068)	141,920	233,988	-254.1%		Net Income Before Extraordinary Items	(275,057)	(518,125)	(74,373)	443,752	-85.6%	
						Investment Gain (Loss) ²	26,929	20,417	(88,108)	(108,524)	-531.5%	Fluctuating market conditions.
23,007	2,917	5,659	2,742	94.0%	17 EXEC 401000	Extraordinary Income	0	55,000	55,000	0	0.0%	
0	0	55,000	55,000	0.0%	17 EXEC 901000	Extraordinary Expense	0	0	0	0	0.0%	
0	0	0	0	0.0%		Net Income Including Extraordinary Items	(248,128)	(442,709)	(107,481)	335,228	-75.7%	
17,873	(89,152)	202,579	291,731	-327.2%								

Los Angeles County Law Library
Income Statement for the Period Ending January 31, 2017
(Provisional and subject to year-end audit adjustments)

Jan 16 Actual	Jan 2017				FY 2015-16 YTD Actual	FY 2016-17 YTD				Comments		
	Budget	Actual	\$ Fav (Unf)	% Fav (Unf)		Budget	Actual	\$ Fav (Unf)	% Fav (Unf)			
0	0	0	0	0.0%								
0	0	0	0	0.0%								
0	0	0	0	0.0%								
0	0	0	0	0.0%								
0	0	0	0	0.0%								
0	0	0	0	0.0%								
0	0	0	0	0.0%								
0	0	0	0	0.0%								
Capital Expenditures:												
					39 FAC 161100	Furniture / Appliances (>3k)	3,924	30,000	0	30,000	100.0%	
					33 TECH 161300	Electronics / Computer Hardware (>3k)	0	157,000	6,480	150,520	95.9%	
					39 FAC 164500	Exterior Building Repairs/ Improvements (>3k)	0	410,000	0	410,000	100.0%	
					39 FAC 164000	Interior Improvements / Alterations (>3k)	0	435,000	0	435,000	100.0%	
					33 TECH 168000	Computer Software	11,430	395,000	0	395,000	100.0%	
						Total - Capitalized Expenditures	15,354	1,427,000	6,480	1,420,520	99.5%	
CalPERS CERBT Trust Fund¹:												
						Beginning Balance		2,047,400				
						Administrative Expense		(86)				CalPERS CERBT program cost.
						Investment Expense		(63)				Investment management cost.
						Unrealized Gain/Loss		26,844				Fluctuating market conditions.
						Ending Balance		2,074,095				

¹ CalPERS CERBT income account removed effective FY 2016 as recommended by outside auditors. The account will be monitored and reported independently from the Library's operating budget.

² UBS interest/dividend income and gains/losses is consolidated into Investment Gain (Loss) effective FY 2016. It was also moved to "non-operating income" section of the budget as recommended by outside auditors.

Los Angeles County Law Library
Statement of Cash Flows
As of January 31, 2017
(Provisional and subject to year-end audit adjustments)

	1/31/2017	YTD
Cash flows from operating activities		
L.A. Superior court fees	569,267	4,013,254
Parking fees	53,087	401,761
Library services	82,128	291,108
(Increase) decrease in accounts receivable	(38,280)	25,256
Increase (decrease) in borrowers' deposit	(10,654)	815
Cash received from filing fees and services	655,548	4,732,193
Facilities	(64,015)	(490,818)
Technology	(10,141)	(75,381)
General	(9,093)	(39,065)
Professional development	(6,392)	(12,827)
Communications & marketing	(759)	(817)
Travel & entertainment	(112)	(1,196)
Professional services	(2,721)	(35,946)
Electronic Resource Subscriptions (ERS)	(61,116)	(377,052)
(Increase) decrease in prepaid expenses	45,309	(233,991)
Increase (decrease) in accounts payable	90,244	(24,395)
Increase (decrease) in other liabilities	-	(1,602)
Cash payments to suppliers for goods and services	(18,796)	(1,293,089)
Staff (payroll + benefits)	(281,989)	(2,181,225)
Increase (decrease) in payroll liabilities	(4,899)	2,550
Increase (decrease) in accrued sick and vacation liability	(36,228)	(52,375)
Increase (decrease) in OPEB liability	9,024	63,168
Net impact of GASB 68 adjustments		-
Net effect of prior period adjustments		-
Cash payments to employees for services	(314,092)	(2,167,882)
Contributions received	155,000	155,000
Net cash from operating activities	477,660	1,426,222
Cash flow from capital and related financing activities		
Library materials	(329,786)	(1,027,110)
Fixed assets	-	(6,480)
Capital - Work in Progress (WIP)	-	-
Cash flows from investing activities		
Investment		(500,000)
Investment earnings	4,095	16,373
Net cash increase (decrease) in cash and cash equivalents	151,969	(90,995)
Cash and cash equivalents, at beginning of period	3,626,779	3,869,743
Cash and cash equivalents, at end of period	3,778,748	3,778,748
Reconciliation of Operating Income to Net Cash from Operating Activities		
Operating income	137,825	(90,746)
Adjustments for noncash effects:		
Depreciation	230,319	1,682,542
Extraordinary expense: book write-off		
Changes in operating assets and liabilities:		
(Increase) decrease in accounts receivable	(38,280)	25,256
(Increase) decrease in prepaid expenses	45,309	(233,991)
Increase (decrease) in accounts payable	90,244	(24,395)
Increase (decrease) in other liabilities	-	(1,602)
Increase (decrease) in payroll liabilities	(4,899)	2,550
Increase (decrease) in accrued sick and vacation liability	(36,228)	(52,375)
Increase (decrease) in borrowers' deposit	(10,654)	815
Increase (decrease) in OPEB liability	9,024	63,168
Net impact of GASB 68 adjustments		-
Net cash from operating activities	422,660	1,371,222

LOS ANGELES COUNTY LAW LIBRARY
February 1, 2017 - February 28, 2017 (CHECKS)
Account No.: 108000

DATE	PAYEE	FOR	AMOUNT	CHECK NO.
February 1	SYNCB AMAZON	BOOKS	261.60	029642
	BANKS & JORDAN	BOOKS	96.41	029643
	LEXISNEXIS CANADA BUTTERWORTHS CANA	BOOKS	2,620.96	029644
	GALE CENGAGE LEARNING	BOOKS	364.84	029645
	GAUNT	BOOKS	202.74	029646
	LAW REPORTS INTERNATIONAL LTD	BOOKS	330.00	029647
	MARY MARTIN BOOKSELLERS	BOOKS	880.00	029648
	CALIBER ELEVATOR	ELEVATOR MAINT	966.00	029649
	COUNCIL OF CALIFORNIA COUNTY	REGISTRATION	275.00	029650
	SANDRA J LEVIN ** VOIDED *****	TRAVEL	0.00	029651
February 3	MICHAEL ADRIAN	REFUND	140.00	029658
	MALKA BUSSMANN	REFUND	125.00	029659
	MERCY SIONILO CENDANA	REFUND	125.00	029660
	DAVID LEWIS COHEN	REFUND	140.00	029661
	CHRISTIAN NORTON COOPER	REFUND	140.00	029662
	DESIREE B DOMINGUEZ	REFUND	125.00	029663
	PHILIP DUFF	REFUND	140.00	029664
	JUANITA DURAN	REFUND	52.00	029665
	MERRILL W FRANCIS	REFUND	125.00	029666
	JARRETT KEAN GANAN	REFUND	125.00	029667
	DONALD KEITH GARNER	REFUND	125.00	029668
	EDGART F GONZALEZ	REFUND	83.00	029669
	CHERYL L HARGRAVES	REFUND	140.00	029670
	JALAL HATEFI	REFUND	140.00	029671
	LAWRENCE J HUTCHENS	REFUND	140.00	029672
	DAVID JUNG	REFUND	125.00	029673
	MARK KOCSIS	REFUND	140.00	029674
	MITCHELL LEVY	REFUND	140.00	029675
	LARRY LEWELLYN	REFUND	140.00	029676
	ALANNA L MCMAHON	REFUND	125.00	029677
	BRANDON KYLE NUNEZ	REFUND	140.00	029678
	CAROLYN YOUNG PARK	REFUND	140.00	029679
	RANDALL J PITRE	REFUND	140.00	029680
	DANIEL DAVID RODARTE	REFUND	140.00	029681
	ESTATE OF DAVID E ROSENBAUM	REFUND	125.00	029682
	IRL R SANDERS	REFUND	140.00	029683
	EDMOND B SIEGEL	REFUND	125.00	029684
	JERRY SMILOWITZ	REFUND	125.00	029685
	STEVEN SOLOWAY	REFUND	140.00	029686
	DEANNA K STRAUGH	REFUND	125.00	029687
	JESSE COLORADO SWANHUYSER	REFUND	125.00	029688
	JAMES R TWEEDY	REFUND	125.00	029689
JOHNSON & ASSOCIATES	REFUND	400.00	029690	

10,922.55

LOS ANGELES COUNTY LAW LIBRARY
February 1, 2017 - February 28, 2017 (CHECKS)
Account No.: 108000

DATE	PAYEE	FOR	AMOUNT	CHECK NO.
February 6	LAW OFFICES OF MANUEL HIDALGO	REFUND	400.00	029691
	HFL LAW GROUP, APC	REFUND	400.00	029692
	ARTHUR ANGELES	REFUND	60.00	029693
	DAVID A. BERKOVITZ	REFUND	125.00	029694
	SARAH K JUN	REFUND	125.00	029695
February 8	ATLANTIC LAW BOOK COMPANY	BOOKS	170.00	029652
	CAYMAN ISLANDS GOVERNMENT INFORMATI	BOOKS	477.52	029653
	OTTO HARRASSOWITZ	BOOKS	2,681.97	029654
	KINOKUNIYA BOOK STORES OF AMERICA	BOOKS	786.12	029655
	SCOTTISH LAW AGENTS SOCIETY	BOOKS	71.61	029656
	WILLIAM S HEIN & CO	BOOKS	375.30	029657
	February 10	AT&T	TELECOM	479.03
COUNTY OF LOS ANGELES		BANK CHARGES	149.42	029697
ROMERO MAINTENANCE LLC		JANITORIAL SVCS	8,774.17	029698
ELIZABETH WARNER		MILEAGE	34.67	029699
February 17	ESTHER EASTMAN	MILEAGE	26.45	029700
	CASALINI LIBRI	BOOKS	455.88	029701
	GAUNT	BOOKS	741.00	029702
	OTTO HARRASSOWITZ	BOOKS	1,285.63	029703
	KUBON & SAGNER	BOOKS	44.30	029704
	NIBONDH & COMPANY LIMITED	BOOKS	379.00	029705
	EMPLOYMENT DEVELOPMENT DEPT	UI	2,520.00	029706
	JANINE LIEBERT	CLINICS/PROGRAMS	95.00	029707
	PACER SERVICE CENTER	DOC DEL	18.60	029708
	February 21	ESTHER EASTMAN	STAFF MEALS & EVE	19.00
GUARDIAN		PREPAID EXP	6,944.44	029710
MANAGE EASE INCORPORATED		CONSULTING	1,405.95	029711
February 23	CARSWELL COMPANY LTD	BOOKS	273.36	029712
	COURTROOM COMPENDIUMS	BOOKS	170.00	029713
	GAUNT	BOOKS	148.25	029714
	OTTO HARRASSOWITZ	BOOKS	2,851.17	029715
	E ITURRIAGA Y CIA S A C	BOOKS	232.00	029716
February 23	COZEN & O'CONNOR	REFUND	400.00	029718
	KEHR SCHIFF & CRANE LLP	REFUND	400.00	029719
	STUART R MANDEL	REFUND	125.00	029720
	WILLIAM DAVID BECKER	REFUND	140.00	029721
	JOHN S BRANDON	REFUND	140.00	029722
	JOHN WILLIAMS EVANS	REFUND	140.00	029723
	ROBERT G FOOTE	REFUND	125.00	029724

44,837.39

LOS ANGELES COUNTY LAW LIBRARY
February 1, 2017 - February 28, 2017 (CHECKS)
Account No.: 108000

DATE	PAYEE	FOR	AMOUNT	CHECK NO.
February 24	MARVIN SANFORD FRIEDMAN	REFUND	125.00	029725
	SEAN MICHAEL HARDY	REFUND	125.00	029726
	SHMEL CHIE GRAHAM	REFUND	121.00	029727
	SQUIRE PATTON BOGGS	REFUND	400.00	029728
	IVIE MCNEILL & WYATT	REFUND	101.00	029729
	IVIE MCNEILL & WYATT	REFUND	400.00	029730
	GABRIEL REYNOSO	REFUND	28.00	029732
	ADEOLA M ADESEUN	REFUND	92.00	029733
	THOMAS BEN CARSON	REFUND	140.00	029734
	REBECCA ANN FABRY	REFUND	140.00	029735
	ANNA HUENING MAKOWSKI	REFUND	116.00	029736
	MELODY SHAHBAZIAN	REFUND	140.00	029737
	MICHAEL A SMITH	REFUND	70.00	029738
	SUNSERI'S	ROOM RENTAL	200.00	029739
	LANIA GLAUDE	REFUND	115.00	029740
	GALE CENGAGE LEARNING	BOOKS	1,514.58	029741
	LAW PUBLISHERS	BOOKS	2,121.00	029742
	MARY MARTIN BOOKSELLERS	BOOKS	385.00	029743
	BRIDGES FILTER SERVICE, INC	BUILDING SERVICES	561.59	029744
	COUNTY OF LOS ANGELES	BANK CHARGES	73.09	029745
COMMERCIAL RESOURCE MANAGEMENT	REPAIR & MAINT	750.00	029746	
ESTHER EASTMAN	TRAVEL	691.16	029747	
COUNTY OF LOS ANGELES	HEATING/COOLING	1,596.09	029748	
CHRISTINE R LANGTEAU	MILEAGE	51.36	029749	
MEILING LI	TRAVEL	130.60	029750	
JANINE LIEBERT	REIMBURSEMENT	105.60	029751	
METROLINK	TMP	1,099.00	029752	
MALINDA MULLER	REIMBURSEMENT	121.34	029753	
SUNSERI'S	ROOM RENTAL	272.50	029754	
TORTUGA BAY	ROOM RENTAL	1,721.25	029755	
February 28	ESTHER EASTMAN	MILEAGE	34.69	029756
	ESPERANZA IMMIGRANT RIGHTS PROJECT	COURSE REGISTRAT	84.00	029757
	MANAGE EASE INCORPORATED	CONSULTING	1,405.95	029758

59,744.19

LOS ANGELES COUNTY LAW LIBRARY
February 1, 2017 - February 28, 2017 (CHECKS)
Account No.: 102001

DATE	PAYEE	FOR	AMOUNT	CHECK NO.
February 1	AMERICAN LEGAL PUBLISHING CORPORATI	BOOKS	1,238.00	V001967
	WOLTERS KLUWER LAW & BUSINESS	BOOKS	431.00	V001968
	BLOOMBERG BNA	BOOKS	802.98	V001969
	CONTINUING EDUCATION OF THE BAR CAL	BOOKS	1,858.73	V001970
	DATA TRACE PUBLISHING COMPANY	BOOKS	192.95	V001971
	NEW JERSEY LAW JOURNAL	BOOKS	260.70	V001972
	OCONNORS	BOOKS	116.00	V001973
	THOMSON REUTERS TAX & ACCOUNTING	BOOKS	543.37	V001974
	STATE BAR OF WISCONSIN	BOOKS	156.23	V001975
	YBP LIBRARY SERVICES	BOOKS	451.08	V001976
	BANDWIDTH.COM, INC.	TELECOM	278.27	V001979
	GLOBAL CAPACITY	TELECOM	378.50	V001980
	GLOBAL CAPACITY	TELECOM	71.47	V001981
SPECTRUM	TELECOM	2,400.00	V001982	
February 3	CHERRY PICK CAFE	COURSE REGISTRAT	68.80	V002000
February 6	WOLTERS KLUWER LAW & BUSINESS	BOOKS	862.00	V001983
	CALIF COURT ASSOCIATION	BOOKS	36.00	V001984
	CONTINUING EDUCATION OF THE BAR CAL	BOOKS	3,067.32	V001985
	PROQUEST LLC COUTTS INFORMATION SER	BOOKS	12.36	V001986
	HARRIETT BUHAI CENTER FOR FAMILY LA	BOOKS	677.51	V001987
	INTERNATIONAL LAW ASSOCIATION AMERI	BOOKS	175.00	V001988
	JAMES PUBLISHING INC	BOOKS	168.00	V001989
	JURIS PUBLISHING INC	BOOKS	268.24	V001990
	LOS ANGELES BUSINESS JOURNAL	BOOKS	129.95	V001991
	ALM MEDIA LAW JOURNAL PRESS	BOOKS	8,320.38	V001993
	OXFORD UNIVERSITY PRESS	BOOKS	248.02	V001994
	PRACTISING LAW INSTITUTE	BOOKS	213.04	V001995
	ROWMAN & LITTLEFIELD PUBLISHING	BOOKS	92.65	V001996
	STATE BAR OF TEXAS	BOOKS	93.75	V001997
	THOMSON REUTERS	BOOKS	62,086.02	V001998
	YBP LIBRARY SERVICES	BOOKS	471.39	V001999
CHERRY PICK CAFE	FRIENDS	49.10	V002001	
February 8	DAILY JOURNAL CORPORATION	ACCOUNTING	15.08	V002002
	FEDEX	DELIVERY & POSTAG	3.12	V002003
	OCLC INC	BIBLIOGRAPHICAL S	700.96	V002004
	PEOPLEG2	RECRUITMENT	270.98	V002005
	SECURITAS SECURITY	SECURITY	5,657.64	V002006
	UPS	DELIVERY & POSTAG	12.36	V002007
	MUSIC CITY	SUPPLIES-OFFICE	123.21	V002019
February 10	AMERICAN BAR ASSOCIATION	BOOKS	681.56	V002008

139,243.22

LOS ANGELES COUNTY LAW LIBRARY
February 1, 2017 - February 28, 2017 (CHECKS)
Account No.: 102001

DATE	PAYEE	FOR	AMOUNT	CHECK NO.
	WOLTERS KLUWER LAW & BUSINESS	BOOKS	45,559.50	V002009
	CCH INCORPORATED	BOOKS	48,653.50	V002010
	CONTINUING EDUCATION OF THE BAR CAL	BOOKS	803.31	V002011
	JURIS PUBLISHING INC	BOOKS	309.18	V002012
	LAWPRESS CORPORATION	BOOKS	226.50	V002013
	MUNICIPAL CODE CORPORATION	BOOKS	50.00	V002014
	OXFORD UNIVERSITY PRESS	BOOKS	156.86	V002015
	ROWMAN & LITTLEFIELD PUBLISHING	BOOKS	208.87	V002016
	WEST ACADEMIC	BOOKS	95.70	V002017
	YBP LIBRARY SERVICES	BOOKS	675.08	V002018
	ALTA FOODCRAFT	KITCHEN SUPPLIES	234.13	V002020
	REPUBLIC SERVICES #902	BLDG SVCS	52.08	V002021
	DEMCO	SUPPLIES LIBRARY	905.78	V002022
	OFFICESUPPLY.COM	SUPPLIES LIBRARY	536.83	V002023
	FRANK R. THOROLD (PTY) LTD	BOOKS	437.01	V002024
February 13				
	MATTHEW BENDER LEXISNEXIS MATTHEW B	BOOKS	32,959.31	V002026
February 15				
	STAMPS.COM	DELIVERY & POSTAG	300.00	V002027
February 17				
	KONICA MINOLTA BUSINESS ** VOIDED *****	COPY CENTER EXPE	0.00	V002028
	OFFICE DEPOT	SUPPLIES-OFFICE	621.91	V002029
February 18				
	CDW GOVERNMENT INC	COMPUTER SUPP	730.58	V002030
February 21				
	ALI CLE CONTINUING LEGAL EDUCATION	BOOKS	75.00	V002031
	AMERICAN SOCIETY OF INTERNATIONAL L	BOOKS	475.00	V002032
	MATTHEW BENDER LEXISNEXIS MATTHEW B	BOOKS	94.80	V002033
	CONTINUING EDUCATION OF THE BAR CAL	BOOKS	1,683.56	V002034
	PROQUEST LLC COUTTS INFORMATION SER	BOOKS	1,006.54	V002035
	DATA TRACE PUBLISHING COMPANY	BOOKS	436.90	V002036
	GOVERNMENT RESEARCH SERVICE	BOOKS	168.50	V002037
	U S GPO SUPERINTENDENT OF DOCUMENTS	BOOKS	35.00	V002038
	JAMES PUBLISHING INC	BOOKS	168.00	V002039
	JURIS PUBLISHING INC	BOOKS	201.32	V002040
	JURISNET LLC	BOOKS	438.93	V002041
	NATIONAL TAX ASSOCIATION ** VOIDED *****	BOOKS	0.00	V002042
	OXFORD UNIVERSITY PRESS	BOOKS	248.02	V002043
	PRACTISING LAW INSTITUTE	BOOKS	187.76	V002044
	ROWMAN & LITTLEFIELD PUBLISHING	BOOKS	76.47	V002045
	STATE BAR OF WISCONSIN	BOOKS	12.50	V002046
	WILLIAM S HEIN & CO	BOOKS	1,794.02	V002047
February 22				
	LA CAFE	BOARD EXPENSE	75.25	V002054
February 24				

235,014.47

LOS ANGELES COUNTY LAW LIBRARY
February 1, 2017 - February 28, 2017 (CHECKS)
Account No.: 102001

DATE	PAYEE	FOR	AMOUNT	CHECK NO.
February 27	AMERICAN BAR ASSOCIATION	BOOKS	637.05	V002048
	CASTLE PUBLICATIONS	BOOKS	712.86	V002049
	CONTINUING EDUCATION OF THE BAR CAL	BOOKS	1,520.28	V002050
	BUSINESS MANAGEMENT DAILY ALEXANDER	BOOKS	34.75	V002051
	THOMSON REUTERS	BOOKS	1,016.27	V002052
	STATE BAR OF WISCONSIN	BOOKS	73.40	V002053
	CHERRY PICK CAFE	ROOM RENTAL EXPE	33.50	V002055
	LA CAFE	ROOM RENTAL EXPE	156.91	V002056
	AT&T MOBILITY	TELECOM	15.89	V002057
	BRIGHTVIEW	LANDSCAPING	1,250.00	V002058
	GOLDEN STATE OVERNIGHT	DELIVERY & POSTAG	100.47	V002059
	INFINISOURCE INC	PAYROLL/HR BENEFI	75.00	V002060
	KONICA MINOLTA BUSINESS	COPY CENTER EXPE	26.62	V002061
	PAN AMERICAN PEST CONTROL CO	BUILDING SERVICE	472.00	V002062
	SECURITAS SECURITY ** VOIDED *****	SECURITY	0.00	V002063

240,502.42

LOS ANGELES COUNTY LAW LIBRARY
February 1, 2017 - February 28, 2017 (CHECKS)
Account No.: 102003

DATE	PAYEE	FOR	AMOUNT	CHECK NO.
February 8	L A DEPT WATER & POWER	WATER/SEWER	8,487.10	V000092
February 26	BATTERY CLERK	EQUIPMENT	174.75	V000093
			8,661.85	

LOS ANGELES COUNTY LAW LIBRARY
February 1, 2017 - February 28, 2017 (CHECKS)
Account No.: 103000

DATE	PAYEE	FOR	AMOUNT	CHECK NO.
February 6	SEIU LOCAL 721	UNION DUES	1,500.28	001582

1,500.28

LOS ANGELES COUNTY LAW LIBRARY
February 1, 2017 - February 28, 2017 (WARRANTS)
Account No.: 102000

DATE	PAYEE	FOR	AMOUNT	CHECK NO.
February 7	WILLIAM S HEIN & CO	BOOKS	42,338.51	TS00245777
February 27	CALPERS	PREPAID EXP	49,295.13	TS00246577

91,633.64

AGENDA ITEM 4

DISCUSSION ITEMS

- 4.1 Impact of Potential Elimination of LSC Funding

MEMORANDUM

DATE: March 22, 2017

TO: Board of Law Library Trustees

FROM: Sandra Levin, Executive Director

RE: Impact of Potential Elimination of LSC Funding

SUMMARY AND INTRODUCTION

The proposed Federal budget recently presented by the President would eliminate all funding for the Legal Services Corporation (LSC). This would impact the Law Library in several ways, discussed here.

DISCUSSION

The first step in the federal budget process is the presentation of a proposed budget by the President. (This is followed by congressional budget resolutions and appropriations bills.) In this initial step, the budget as proposed would eliminate LSC entirely.

Established by Congress in 1974, LSC funds civil legal assistance for low-income Americans. LSC is the largest single funder of civil legal aid in the country. LSC is essentially a grant-making organization, distributing more than 90% of its federal appropriation to eligible nonprofits delivering civil legal aid throughout the country. LSC's grantees serve low-income individuals, veterans, children, families, and seniors in every congressional district, addressing matters involving safety, subsistence, and family stability.

LA Law Library does not receive any direct funding from LSC. In Los Angeles County, the three LSC funded organizations are the Legal Aid Foundation of Los Angeles (LAFLA), Neighborhood Legal Services (NLS) and the Legal Aid Society of Orange County (LASOC). LA Law Library has partnered with each of these organizations in the past and has a number of significant, ongoing programs as well.

Fundamentally, the elimination of LSC would likely have two types of impacts on LA Law Library. First, we would expect an increased demand for assistance, as those who currently receive assistance from LSC funded organizations may no longer be able to receive assistance from legal aid organizations. Second, programs currently hosted by LA Law Library and presented by LSC funded organizations may be eliminated. In particular, the following programs rely upon LSC funded organizations:



Regularly at Main:

Videoconferencing project (weekly) - LAFLA

Expungement clinic (monthly) - LAFLA

Lawyers in the Library (monthly) – LAFLA participates remotely via videoconferencing

Los Angeles Incubator Consortium (LAIC) – LAFLA and NLS are members of the consortium (LAFLA, NLS and LASOC have all provided trainings and volunteer opportunities for incubator participants)

Regularly at Torrance

Family Law Divorce Orientation Workshop (weekly) – LAFLA

Divorce / Paternity Default Workshop (bi-monthly) – LAFLA

Law Week

Expungement clinic, volunteer training re expungements, class on social security and class on Section 8 and Subsidized Housing –LAFLA

Expungement eligibility/screening workshop at the Lancaster Public Library– NLS

Pro Bono Week

Booth, trainings for the legal community and classes for the public -- LAFLA

Public classes (2016 was on service abroad under the Hague Convention)

and booth, trainings for the legal community and class for the public in years past – NLS

Note that the federal budget also proposes to eliminate funding for the Institute of Museum and Library Services which provides funding for general public libraries, including California’s public library system. LA Law Library receives no IMLS funding. The proposed diminution in funding for general public libraries could potentially cause some increase in usage at LA Law Library, but it is less likely to have a direct or significant impact on the Law Library.

OPTIONS:

- No action;
- Continue to monitor; or
- Communicate with elected officials

RECOMMENDATION

Staff recommends that the Board discuss and provide direction.



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Statement of ABA President re: Eliminated Funding for the Legal Services Corporation

WASHINGTON, March, 16, 2017 - The American Bar Association is outraged that the administration proposes to eliminate funding for the Legal Services Corporation in its budget and calls on every member of Congress to restore full funding. LSC provides civil legal aid to people who desperately need help to navigate the legal process. Without this assistance, court house doors will slam in the faces of millions of Americans, denying them equal access to justice.

Some of the worthy services the LSC provides include securing housing for veterans, protecting seniors from scams, delivering legal services to rural areas, protecting victims of domestic abuse and helping disaster survivors. Their offices are in every congressional district and they help almost 1.9 million people annually.

More than 30 cost-benefit studies all show that legal aid delivers far more in benefits than it costs. If veterans become homeless, or disaster victims cannot rebuild, their costs to society are significantly more.

LSC has had bipartisan support in Congress since its inception in 1974 because it embodies the principles that for two centuries have defined us as Americans – fairness and equal access to justice. These principles should be for all people regardless of economic status. As the budget process proceeds, the ABA will be working to ensure that Congress provides adequate funding for LSC. It is cost-effective, beneficial to millions of Americans and the right thing to do for our country.

With more than 400,000 members, the American Bar Association is one of the largest voluntary professional membership organizations in the world. As the national voice of the legal profession, the ABA works to improve the administration of justice, promotes programs that assist lawyers and judges in their work, accredits law schools, provides continuing legal education, and works to build public understanding around the world of the importance of the rule of law. View our [privacy statement](#) online. Follow the latest ABA news at www.americanbar.org/news and on Twitter [@ABANews](#).

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AGENDA ITEM 5

CLOSED SESSION

- 5.1 Conference with Labor Negotiator (G.C. 54957.6). *Library Negotiator:* Executive Director, Sandra J. Levin; *Employee Organization:* SEIU Local 721.