

# AGENDA

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

### REGULAR BOARD MEETING

Wednesday, April 22, 2026

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

Each 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. Public comments will be taken at the beginning of the meeting as Agenda Item 1.0. Members of the public will be called upon at that time. 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 (by muting or disconnection of the telephone line) of any person who disrupts or disturbs the orderly conduct of the 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.

### LAND ACKNOWLEDGMENT

The Los Angeles County Law Library and its Board of Trustees recognize that we occupy land originally and still inhabited and cared for by the Tongva, Tataviam, Serrano, Kizh, and Chumash Peoples. We honor and pay respect to their elders and descendants — past, present, and emerging — as they continue their stewardship of these lands and waters. We acknowledge that settler colonization resulted in land seizure, disease, subjugation, slavery, relocation, broken promises, genocide, and multigenerational trauma.

This acknowledgment demonstrates our responsibility and commitment to truth, healing, and reconciliation and to elevating the stories, culture, and community of the original inhabitants of Los Angeles County. We are grateful to have the opportunity to live and work on these ancestral lands. We are dedicated to growing and sustaining relationships with Native peoples and local tribal governments, including (in no particular order) the:

- Fernandeño Tataviam Band of Mission Indians
- Gabrielino Tongva Indians of California Tribal Council
- Gabrieleno/Tongva San Gabriel Band of Mission Indians
- Gabrieleño Band of Mission Indians – Kizh Nation
- San Manuel Band of Mission Indians
- San Fernando Band of Mission Indians

To learn more about the First Peoples of Los Angeles County, please visit the Los Angeles City/County Native American Indian Commission website at [lanaic.lacounty.gov](http://lanaic.lacounty.gov).



**CALL TO ORDER**

**1.0 PUBLIC COMMENT**

**2.0 PRESIDENT'S REPORT**

**3.0 CONSENT CALENDAR**

- 3.1 Approval of Minutes of the March 25, 2026 Regular Board Meeting
- 3.2 Review of February Financials and List of March Checks and Warrants
- 3.3 Review and Approval of FY26 3<sup>rd</sup> Quarter Statistics

**4.0 DISCUSSION**

- 4.1 Presentation by Katherine Chew, Executive Director  
2026 Equal Justice Conference Panel Discussion: "Booked Up, Logged In, On the Road Again-Close the Justice Gap with a Public Library Partnership"
- 4.2 Presentation by Chelsea-Leigh Flucus, Director of Public and Legal Education  
Update on Programming and Community Outreach Initiatives

**5.0 CLOSED SESSION**

- 5.1 LA Law Library may hold a closed session on the following item pursuant to Government Code § 54956.9(d)(1): Conference with Legal Counsel; Pending Litigation Everett v. Chew, LA Law Library. Confidential memoranda related to this item may be considered during such closed session discussion; Conference with Labor Negotiator (G.C. 54957.6). Library Negotiator: Executive Director Katherine H. Chew, with Finance Director Marcelino Juarez; Employee Organization: SEIU Local 721

**6.0 RECONVENE IN OPEN SESSION/ CLOSED SESSION ANNOUNCEMENT**

(Pursuant to Government Code §54957.1)-Katherine Chew

**7.0 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.

**8.0 EXECUTIVE DIRECTOR REPORT**

**9.0 ADJOURNMENT**

The next Regular Meeting of the Board of Law Library Trustees is scheduled for Wednesday, May 27, 2026.

POSTED WEDNESDAY, APRIL 16, 2026 @ 5:30 P.M.

POSTED BY DANIEL REINHOLD



**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.**

**March 25, 2026**

The Regular Meeting of the Board of Law Library Trustees of Los Angeles County was held on Wednesday, March 25, 2026 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 Mark Juhas  
Judge Laura Seigle  
Judge Rosa Fregoso  
Judge Susan DeWitt  
Judge Cherol Nellon  
Susan Steinhauser, Esq.  
Dan Rosenfeld

**Trustees Absent:** NA

**Senior Staff Present:** Katherine Chew, Executive Director

**Also Present:** Marcelino Juarez, Finance Director

President Juhas determined a quorum to be present, convened the meeting at 12:13 pm, and thereafter presided. Executive Director, Katherine Chew, recorded the Minutes.

**1.0 PUBLIC COMMENT**

**2.0 PRESIDENT'S REPORT**

**3.0 CONSENT CALENDAR**

- 3.1 Approval of Minutes of the February 25, 2026 Regular Board Meeting
- 3.2 Review of January Financials and List of February Checks and Warrants
- 3.3 Approval of job description for Library Associate, Public and Legal Education
- 3.4 Approval of Conflict of Interest and Disclosure Code for the Los Angeles County Law Library

President Juhas asked the Board if anyone would like an item removed from the Consent Calendar. Hearing no such request, President Juhas requested a motion to approve the Consent Calendar. So moved by Trustee Steinhauser, seconded by Trustee Nellon. The motion was approved unanimously 7 – 0.

#### 4.0 DISCUSSION ITEMS

##### 4.1 Presentation by Bruce Silberman, B.S. Silberman Consulting: Emerging Trends in the Parking Industry and Parking Lot Management

Staff invited consultant Bruce Silberman to address the Board. He accepted the invitation on a volunteer basis in support of the Library's work. Mr. Silberman briefly shared his decades experience in the parking management industry and his current work as a primary consultant for the construction and development of prominent commercial projects nationally. He suggested to the Board that once the parking structure is operational once again, the library should consider using a third party management company that uses an automated system to collect parking fees. He stated that new developments in the parking industry would allow the library to operate the parking structure without the need of an onsite parking operator. He suggested a system where guests would park in the garage, go to a kiosk, and scan their credit card to pay. Mr. Silberman explained that newer systems utilize cameras and AI to enforce parking payments. If the Library chose to utilize this newer system, payments would come directly to the Library, and there would be a convenience fee that would go to whatever company we hired.

President Juhas asked who would pay for the hardware and the cameras. Mr. Silberman responded that it is possible to have the contracted management company cover these costs. He also recommended using cameras instead of hiring security to reduce Library costs. Vice President Seigle asked what would happen if someone did not pay. In that situation, Mr. Silberman responded that the offending party would be sent a citation. He stated that most such citations get collected, while some do not.

Trustee Nellon asked what would happen if the kiosk were to malfunction. He responded that there is an intercom button on the kiosks that could be used to reach an employee of the management company who would work to resolve the issue with the customer. President Juhas asked if the Library would have to cover maintenance fees for such equipment. Mr. Silberman responded that he is uncertain about damage, but for general maintenance the Library would need to get a service contract. Mr. Silberman recommended the company Resolve to fulfill all of the Library's parking structure needs.

Trustee Steinhauer stated that we should do a financial comparison between using Resolve, or hiring other parking management companies. Mr. Silberman clarified that he does not represent Resolve, and would receive no financial gain from these decisions. He stated that he is installing Resolve's equipment into his own parking facilities, and can help negotiate with them on behalf of the Library if the Board chose to pursue this option. Trustee Rosenfeld asked if Mr. Silberman could provide alternative companies so that the Board could be assured that they had performed their due diligence in considering available options in the market. Mr. Silberman stated that he could provide that information if needed. President Juhas suggested that the Library should speak to staff members to get their views, then sit down again to solidify a plan, and then bring that plan back to the Board.

##### 4.2 Review and Approval of FY2025-26 Mid-Year Budget and Financial Forecast

Marcelino Juarez, the library's Finance Director, addressed the Board. Vice President Seigle stated that we are in the black, and seem to be better off than recent years. She asked if this will be the new situation moving forward. Marcelino responded that this is mainly due to the fact that court fees have been trending upwards since 2022. However, they can also go down. It is hard to anticipate. He stated that we tend to put savings away for rainy days. Trustee Steinhauer stated that we should rebuild reserves. Marcelino stated that due to the higher court fees, our prior estimation of a \$2 million deficit this year has changed. Trustee Fregoso asked how much we put in our reserves. Marcelino responded that we do not take out our reserve funding, but we let it earn interest.

Marcelino stated that current library reserves are at about \$25 million when considering everything, including investments.

President Juhas requested a motion to approve Item 4.2. So moved by Trustee Rosenfeld, seconded by Trustee Nellon. The motion was approved unanimously 7 – 0.

**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**

E.D. Chew updated the Board on the library’s Torrance Branch. David Slayton, Executive Officer of the Superior Court of Los Angeles, contacted staff to advise that the court will need the space currently used for our Branch Location for a Family Center. Given this, the Court proposed the Branch be relocated in the Torrance Annex building which is located behind the main courthouse across the parking lot. The suggested space is currently laid out as a courtroom, and would be offered as an alternative space to the Library in “as is” condition. This would mean that the Library would be responsible for all costs associated with re-designing the space to make it a functional library. Staff will provide further updates as they become available.

**7.0 ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at 1:24pm by President Juhas. The next Regular Meeting of the Board of Law Library Trustees is scheduled for Wednesday, April 22, 2026 at 12:15pm.

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Katherine Chew, Executive Director and Secretary  
Los Angeles County Law Library Board of Trustees

# Los Angeles County Law Library

## Balance Sheet

As of February 28, 2026

(Provisional and subject to year-end audit adjustments)

	6/30/2025	2/28/2026	YTD
<b>Assets</b>			
Current assets			
Cash and cash equivalents	17,335,752	18,314,228	978,476
Accounts receivable	141,158	170,271	29,113
Other receivable	1,491,069	1,501,089	10,020
Prepaid expenses	300,944	428,626	127,682
Total current assets	19,268,923	20,414,214	1,145,290
Noncurrent assets			
Restricted cash and cash equivalents	318,470	318,470	-
Investments	6,720,672	6,910,557	189,885
Capital assets, not being depreciated	803,751	1,021,743	217,992
Capital assets, being depreciated - net	14,209,408	14,035,302	(174,105)
SBITA assets net of amortization	1,777,346	1,777,346	-
Total noncurrent assets	23,829,647	24,063,419	233,772
Total assets	43,098,570	44,477,632	1,379,062
<b>Deffered Outflows of Resources</b>			
Deffered Outflows of Resources	3,648,483	3,648,483	-
Total assets and deffered outflows of resources	<b>46,747,053</b>	<b>48,126,115</b>	<b>1,379,062</b>
<b>Liabilities</b>			
Current Liabilities			
Accounts payable	236,318	151,744	(84,573)
Other current liabilities	-	-	-
Payroll liabilities	18,937	18,506	(432)
Total current liabilities	255,255	170,250	(85,005)
Noncurrent Liabilities			
Accrued sick and vacation liability	273,887	267,373	(6,514)
Borrowers' deposit	206,608	212,877	6,269
OPEB liability	4,920,168	5,006,832	86,664
Net pension liability	5,316,493	5,649,829	333,336
SBITA liability	1,810,670	1,810,670	-
Total noncurrent liabilities	12,527,826	12,947,581	419,755
Total liabilities	12,783,081	13,117,831	334,750
<b>Deffered Inflows of Resources</b>			
Deffered Inflows of Resources	727,023	727,023	-
Total liabilities and Deffered inflows of resources	13,510,104	13,844,854	334,750
<b>Net Position</b>			
Invested in capital assets	15,013,159	15,057,046	43,887
Unrestricted	18,223,791	19,224,216	1,000,425
Total net position	33,236,949	34,281,262	1,044,312
Total liabilities and Deffered inflows of resources and net position	<b>46,747,053</b>	<b>48,126,115</b>	<b>1,379,062</b>

**Los Angeles County Law Library**  
Income Statement for the Period Ending February 28, 2026  
(Provisional and subject to year-end audit adjustments)

Feb-25 Actual	Feb-26			
	Amended Budget	Actual	\$ Fav (Unf)	% Fav (Unf)
773,257	719,017	835,121	116,103	16.1%
51,851	45,651	48,004	2,353	5.2%
0	0	0	0	0.0%
<u>65,113</u>	<u>24,232</u>	<u>40,643</u>	<u>16,411</u>	<u>67.7%</u>
890,222	788,900	923,768	134,868	17.1%
415,623	463,608	440,264	23,344	5.0%
51,033	64,287	61,474	2,814	4.4%
177,682	187,372	153,394	33,978	18.1%
<u>(177,682)</u>	<u>(187,372)</u>	<u>(153,394)</u>	<u>(33,978)</u>	<u>18.1%</u>
96,092	96,467	73,565	22,903	23.7%
17,017	35,553	23,909	11,645	32.8%
9,291	3,682	21,048	(17,366)	-471.6%
6,720	0	1,080	(1,080)	0.0%
367	5,417	1,347	4,069	75.1%
0	130	166	(36)	-27.3%
18,000	57,238	55,837	1,401	2.4%
<u>187,502</u>	<u>188,071</u>	<u>175,841</u>	<u>12,230</u>	<u>6.5%</u>
<u>801,645</u>	<u>914,454</u>	<u>854,530</u>	<u>(59,923)</u>	<u>-6.6%</u>
<u>88,577</u>	<u>(125,553)</u>	<u>69,238</u>	<u>194,792</u>	<u>-155.1%</u>
36,103	10,000	24,704	14,704	147.0%
0	0	0	0	0.0%
0	0	0	0	0.0%
<u>124,681</u>	<u>(122,119)</u>	<u>93,942</u>	<u>216,061</u>	<u>-176.9%</u>
0	0	0	0	0.0%

**Summary:**

	FY 2024-25	FY 2025-26 YTD				Amended Annual Budget
	YTD Actual	Amended Budget	Actual	\$ Fav (Unf)	% Fav (Unf)	
<b>Income</b>						
L.A. Superior Court Fees	6,010,894	6,631,890	7,047,140	415,250	6.3%	9,805,383
Interest	432,967	390,711	396,026	5,315	1.4%	583,373
Parking	0	0	0	0	0.0%	0
Library Services	<u>622,286</u>	<u>231,306</u>	<u>252,797</u>	<u>21,491</u>	<u>9.3%</u>	<u>481,857</u>
Total Income	7,066,147	7,253,906	7,695,963	442,057	6.1%	10,870,613
<b>Expense</b>						
Staff (payroll + benefits)	3,932,733	4,137,561	4,066,015	71,547	1.7%	5,868,033
Electronic Resource Subscriptions	449,608	413,420	402,596	10,825	2.6%	670,569
SBITA Interest & Amortization Expense	0					
Library Materials	1,275,049	1,229,410	1,201,566	27,844	2.3%	1,978,899
Library Materials Transferred to Capital Assets	<u>(1,275,049)</u>	<u>(1,229,410)</u>	<u>(1,201,566)</u>	<u>(27,844)</u>	<u>2.3%</u>	<u>(1,978,899)</u>
Facilities	769,850	797,323	753,686	43,637	5.5%	1,185,741
Technology & Data	164,805	202,903	177,961	24,456	12.1%	345,117
General	74,924	69,277	83,515	(14,238)	-20.6%	142,294
Professional Development	28,871	17,496	11,480	6,016	34.4%	27,394
Communications & Marketing	2,826	8,326	3,792	4,534	54.5%	30,763
Travel & Entertainment	147	744	791	(47)	-6.3%	1,264
Professional Services	63,958	102,759	108,584	(5,825)	-5.7%	165,364
Depreciation	<u>1,513,454</u>	<u>1,484,308</u>	<u>1,462,996</u>	<u>21,312</u>	<u>1.4%</u>	<u>2,247,607</u>
Total Expenses	7,001,175	7,234,119	7,071,416	162,703	2.2%	10,684,146
<b>Net Income (Loss)</b>	<u>64,972</u>	<u>19,787</u>	<u>624,547</u>	<u>604,760</u>	<u>3056.4%</u>	<u>186,467</u>
Investment Gain (Loss) <sup>1</sup>	244,504	166,856	189,885	23,029	13.8%	206,856
Extraordinary Income	0	231,641	231,641	0	0.0%	231,641
Extraordinary Expense	0	0	0	0	0.0%	0
Net Income Including Extraordinary Items	<u>309,475</u>	<u>411,718</u>	<u>1,046,072</u>	<u>634,354</u>	<u>154.1%</u>	<u>624,964</u>
<b>Capitalized Expenditures</b>	<u>4,055</u>	<u>58,845</u>	<u>75,307</u>	<u>(16,463)</u>	<u>-28.0%</u>	<u>849,223</u>

Comments

**Los Angeles County Law Library**  
Income Statement for the Period Ending February 28, 2026  
(Provisional and subject to year-end audit adjustments)

Feb-25 Actual	Feb-26			
	Amended Budget	Actual	\$ Fav (Unf)	% Fav (Unf)

FY 2024-25 YTD Actual	FY 2025-26 YTD				Amended Annual Budget
	Amended Budget	Actual	\$ Fav (Unf)	% Fav (Unf)	

Comments

Detailed Budget:															
Income:															
773,257	719,017	835,121	116,103	16.1%	15	FIN	303300	L.A. Superior Court Fees	6,010,894	6,631,890	7,047,140	415,250	6.3%	9,805,383	Increase in filing fee revenue attributed primarily to unlimited civil filing fees.
Interest:															
0	0	0	0	0.0%	15	FIN	311000	Interest - LAIF	9,591	9,179	9,179	0	0.0%	19,238	
50,867	45,000	47,151	2,151	4.8%	15	FIN	312000	Interest - General Fund	415,090	374,756	379,650	4,894	1.3%	554,756	
985	651	853	202	31.1%	15	FIN	313000	Interest - Deposit Fund	8,286	6,775	7,197	422	6.2%	9,379	Timing variance.
51,851	45,651	48,004	2,353	5.2%				Subtotal	432,967	390,711	396,026	5,315	1.4%	583,373	
Parking:															
0	0	0	0	0.0%	39	FAC	330100	Parking	0	0	0	0	0.0%	0	
0	0	0	0	0.0%				Subtotal	0	0	0	0	0.0%	0	
Library Services:															
0	0	49	49	0.0%	27	CIRC	330150	Annual Designation Fee	1,528	1,170	1,235	65	5.6%	2,570	Timing variance.
14,090	14,641	16,235	1,594	10.9%	25	PS	330140	Annual Members Fee	130,083	127,417	128,774	1,358	1.1%	194,441	
5,724	551	6,031	5,480	994.6%	25	PS	330340	Course Registration	33,870	15,538	23,126	7,588	48.8%	28,105	Includes Cram Day registrations. See corresponding Course Registration Expense GL account.
2,227	2,680	2,936	256	9.6%	27	CIRC	330129	Copy Center	18,637	18,482	20,869	2,387	12.9%	29,902	
1,600	1,640	1,460	(180)	-11.0%	27	CIRC	330205	Document Delivery	8,984	5,320	7,785	2,465	46.3%	12,280	
2,212	1,340	966	(374)	-27.9%	27	CIRC	330210	Fines	14,330	17,822	17,230	(592)	-3.3%	25,082	
36,847	1,897	12,615	10,718	565.1%	15	FIN	330310	Miscellaneous	324,894	30,733	41,667	10,933	35.6%	53,320	Timing variance. Includes renewed book sales activities and credit card rebate.
2,200	1,333	180	(1,153)	-86.5%	39	FAC	330330	Room Rental	13,195	8,119	5,315	(2,804)	-34.5%	13,453	Timing variance.
0	0	0	0	0.0%	23	COL	330350	Book Replacement	0	5,310	5,310	0	0.0%	5,310	
0	0	0	0	0.0%	15	FIN	330360	Forfeited Deposits	0	0	0	0	0.0%	15,000	
0	0	0	0	0.0%	17	EXEC	330400	Friends of Law Library	75,000	0	0	0	0.0%	100,000	
0	0	0	0	0.0%	25	PS	330420	Grants	0	0	0	0	0.0%	0	
214	150	171	21	14.0%	15	FIN	330450	Vending	1,766	1,395	1,487	92	6.6%	2,395	
0	0	0	0	0.0%	39	FAC	330465	Special Events Income	0	0	0	0	0.0%	0	
65,113	24,232	40,643	16,411	67.7%				Subtotal	622,286	231,306	252,797	21,491	9.3%	481,857	
890,222	788,900	923,768	134,868	17.1%				Total Income	7,066,147	7,253,906	7,695,963	442,057	6.1%	10,870,613	
Expenses:															
Staff:															
230,358	269,024	241,862	27,162	10.1%	ALL	501000	Salaries (FT)	1,948,775	2,037,714	1,985,790	51,924	2.5%	3,248,321		
0	(5,380)	0	(5,380)	100.0%	15	FIN	501025	Staff Vacancy Offset (FT)	0	(10,761)	0	(10,761)	100.0%	(34,973)	
22,960	25,524	15,285	10,238	40.1%	ALL	501050	Salaries (PT)	174,493	164,438	142,009	22,429	13.6%	279,295	Timing variance.	
0	(510)	0	(510)	100.0%	15	FIN	501075	Staff Vacancy Offset (PT)	0	(1,021)	0	(1,021)	100.0%	(3,318)	
14,963	15,691	15,246	445	2.8%	15	FIN	502000	Social Security	128,044	126,136	125,314	822	0.7%	196,652	
3,499	4,299	3,566	733	17.1%	15	FIN	503000	Medicare	30,427	31,148	29,697	1,451	4.7%	50,471	
23,401	25,908	36,516	(10,608)	-40.9%	15	FIN	511000	Retirement	694,734	795,887	792,973	2,914	0.4%	912,471	
41,667	41,667	41,667	(0)	0.0%	15	FIN	511050	Pension Exp (Actuarial)	333,333	333,335	333,336	(1)	0.0%	500,002	Year-end audit JE.
0	0	0	0	0.0%	15	FIN	511100	Pension Exp (Acctg)	0	0	0	0	0.0%	0	
57,223	64,908	62,506	2,402	3.7%	15	FIN	512000	Health Insurance	442,676	465,880	460,259	5,621	1.2%	397,308	
375	482	435	47	9.7%	15	FIN	513000	Disability Insurance	3,297	3,582	3,547	35	1.0%	5,510	
5,522	5,536	5,559	(23)	-0.4%	15	FIN	514000	Dental Insurance	41,773	41,476	41,553	(77)	-0.2%	63,620	
570	658	594	64	9.7%	15	FIN	514500	Vision Insurance	4,678	4,793	4,713	80	1.7%	7,425	
180	225	188	37	16.6%	15	FIN	515000	Life Insurance	1,426	1,565	1,510	55	3.5%	2,465	
0	0	0	0	0.0%	15	FIN	515500	Vacancy Benefits Offset	0	0	0	0	0.0%	0	
1,938	1,630	1,879	(249)	-15.2%	15	FIN	516000	Workers Compensation Insurance	13,639	12,546	12,794	(249)	-2.0%	20,194	
0	0	0	0	0.0%	15	FIN	517000	Unemployment Insurance	6,108	10,015	10,015	0	0.0%	20,015	
1,665	2,724	3,527	(803)	-29.5%	ALL	514010	Temporary Employment	15,069	25,350	28,266	(2,917)	-11.5%	35,701	Timing variance.	
181	0	285	(285)	0.0%	13	HR	514015	Recruitment	2,808	1,628	2,058	(430)	-26.4%	3,128	Timing variance.
0	0	0	0	0.0%	15	FIN	517500	Accrued Sick Expense	0	0	0	0	0.0%	5,000	
0	0	0	0	0.0%	15	FIN	518000	Accrued Vacation Expense	0	0	0	0	0.0%	20,000	
10,833	10,833	10,833	0	0.0%	15	FIN	518500	OPEB Expense	86,667	86,665	86,664	1	0.0%	129,998	Year-end audit JE.
69	300	231	69	23.2%	15	FIN	518550	TMP	3,112	5,060	4,097	964	19.0%	6,260	Metro provides free fare after certain dollar amount.
217	90	87	3	3.5%	15	FIN	518560	Benefit Administration	1,675	2,127	1,421	706	33.2%	2,487	Timing variance.
415,623	463,608	440,264	23,344	5.0%				Total - Staff	3,932,733	4,137,561	4,066,015	71,547	1.7%	5,868,033	
Library Materials/Electronic Resources Subscription:															
138,281	147,687	122,321	25,366	17.2%	23	COL	601999	American Continuations	968,995	1,003,682	981,214	22,468	2.2%	1,594,438	
2,122	4,922	2,562	2,360	47.9%	23	COL	602999	American New Orders	21,334	5,310	2,652	2,658	50.1%	25,000	Timing variance.
538	3,512	1,072	2,440	69.5%	23	COL	609199	Branch Continuations	17,403	13,067	21,508	(8,441)	-64.6%	27,111	Timing variance.
0	55	0	55	100.0%	23	COL	609299	Branch New Orders	0	80	0	80	100.0%	300	Timing variance.
1,170	3,240	925	2,315	71.4%	23	COL	603999	Commonwealth Continuations	109,401	101,256	91,248	10,008	9.9%	114,213	Timing variance.
0	220	306	(86)	-39.1%	23	COL	604999	Commonwealth New Orders	31	320	306	14	4.4%	1,200	
23,876	12,731	15,768	(3,037)	-23.9%	23	COL	605999	Foreign Continuations	71,313	33,266	38,387	(5,121)	-15.4%	84,186	Timing variance.
0	188	0	188	100.0%	23	COL	606999	Foreign New Orders	538	450	162	288	64.1%	1,200	Timing variance.

**Los Angeles County Law Library**  
 Income Statement for the Period Ending February 28, 2026  
 (Provisional and subject to year-end audit adjustments)

Feb-25 Actual	Feb-26				FY 2024-25 YTD Actual	FY 2025-26 YTD					Amended Annual Budget	Comments	
	Amended Budget	Actual	\$ Fav (Unf)	% Fav (Unf)		Amended Budget	Actual	\$ Fav (Unf)	% Fav (Unf)	Amended Annual Budget			
8,336	13,166	7,467	5,699	43.3%	23 COL 607999	International Continuations	75,413	61,437	54,398	7,040	11.5%	114,105	Timing variance.
0	477	230	247	51.8%	23 COL 608999	International New Orders	3,303	5,091	4,867	224	4.4%	7,000	
3,320	1,089	2,601	(1,512)	-138.8%	23 COL 609399	General/Librarianship Continuations	6,209	3,394	4,692	(1,298)	-38.2%	7,747	Timing variance.
<b>38</b>	<b>85</b>	<b>142</b>	<b>(57)</b>	<b>-66.9%</b>	23 COL 609499	General/Librarianship New Orders	<b>1,111</b>	<b>2,058</b>	<b>2,134</b>	<b>(76)</b>	<b>-3.7%</b>	<b>2,400</b>	
177,682	187,372	153,394	33,978	18.1%	23 COL 690000	Subtotal	1,275,049	1,229,410	1,201,566	27,844	2.3%	1,978,899	
(177,682)	(187,372)	(153,394)	(33,978)	18.1%	23 COL 690000	Library Materials Transferred to Assets	(1,275,049)	(1,229,410)	(1,201,566)	(27,844)	2.3%	(1,978,899)	
51,033	64,287	61,474	2,814	4.4%	23 COL 685000	Electronic Resource Subscriptions (ERS)	449,608	413,420	402,596	10,825	2.6%	670,569	
					685100	SBITA Amortization Expense	0	0	0	0	0.0%		Year-end audit JE.
					685200	SBITA Interest Expense	0	0	0	0	0.0%		Year-end audit JE.
						Facilities:							
460	4,167	1,636	2,530	60.7%	39 FAC 801005	Repair & Maintenance	54,166	56,480	52,154	4,325	7.7%	73,146	Timing variance.
3,945	2,167	1,854	313	14.4%	39 FAC 801010	Building Services	20,021	43,043	42,332	711	1.7%	51,710	
0	1,000	2,172	(1,172)	-117.2%	39 FAC 801015	Cleaning Supplies	7,389	5,956	6,128	(172)	-2.9%	9,956	
15,679	15,000	0	15,000	100.0%	39 FAC 801020	Electricity & Water	113,694	131,044	102,591	28,452	21.7%	191,044	Timing variance. Delay in receiving invoice.
1,118	1,814	0	1,814	100.0%	39 FAC 801025	Elevator Maintenance	13,321	8,723	8,106	617	7.1%	15,976	
7,656	4,100	0	4,100	100.0%	39 FAC 801030	Heating & Cooling	24,249	27,620	21,873	5,746	20.8%	50,520	Timing variance. Delay in receiving invoice.
34,993	31,952	32,931	(979)	-3.1%	15 FIN 801035	Insurance	279,943	270,966	264,566	6,400	2.4%	398,772	
11,611	11,954	11,436	518	4.3%	39 FAC 801040	Janitorial Services	95,591	83,590	82,905	685	0.8%	131,406	
0	3,500	2,306	1,194	34.1%	39 FAC 801045	Landscaping	0	3,500	2,306	1,194	34.1%	7,000	
17,271	20,000	12,524	7,476	37.4%	39 FAC 801050	Security	149,609	156,708	153,822	2,886	1.8%	236,708	
0	167	0	167	100.0%	39 FAC 801060	Room Rental Expenses	142	333	0	333	100.0%	1,000	
1,226	300	5,265	(4,965)	-1655.1%	39 FAC 801065	Special Events Expenses	3,808	1,986	6,813	(4,827)	-243.0%	3,786	National historic designation celebration costs.
1,850	0	0	0	0.0%	39 FAC 801100	Furniture & Appliances (<3K)	2,144	0	0	0	0.0%	4,000	
0	0	2,885	(2,885)	0.0%	39 FAC 801110	Equipment (<3K)	2,354	750	2,885	(2,135)	-284.7%	1,500	TV purchase.
0	0	0	0	0.0%	39 FAC 801115	Building Alterations (<3K)	70	2,600	2,600	0	0.0%	2,900	Timing variance.
20	43	73	(30)	-70.4%	39 FAC 801120	Delivery & Postage	1,795	1,602	1,934	(332)	-20.7%	2,674	Timing variance.
263	305	482	(177)	-58.1%	39 FAC 801125	Kitchen supplies	1,554	2,423	2,670	(247)	-10.2%	3,643	Timing variance.
96,092	96,467	73,565	22,903	23.7%		Subtotal	769,850	797,323	753,686	43,637	5.5%	1,185,741	
						Technology:							
1,271	3,733	3,663	70	1.9%	33 TECH 801210	Software Maintenance	16,211	24,971	26,676	(1,705)	-6.8%	39,903	Timing variance.
1,229	4,381	889	3,492	79.7%	33 TECH 801212	Hardware Maintenance	15,857	15,288	8,305	6,984	45.7%	32,812	Timing variance.
0	550	61	489	89.0%	33 TECH 801215	Hardware (<\$3k)	666	2,896	1,857	1,039	35.9%	5,096	Timing variance.
0	1,862	0	1,862	100.0%	33 TECH 801220	Hardware (<\$3k)	10,482	11,581	7,858	3,723	32.1%	19,027	Purchased networking Branch location and restock several printers.
(547)	1,708	2,342	(634)	-37.1%	33 TECH 801225	Computer Supplies	7,946	7,450	6,953	497	6.7%	14,281	Timing variance.
5,905	6,308	6,195	113	1.8%	33 TECH 801230	Integrated Library System	45,587	47,369	47,821	(452)	-1.0%	72,600	
2,591	8,004	2,600	5,404	67.5%	33 TECH 801235	Telecommunications	18,236	29,741	17,957	11,784	39.6%	61,757	Timing variance.
0	117	0	117	100.0%	33 TECH 801245	Tech & Data - Misc	405	234	0	234	100.0%	702	Timing variance.
149	1,324	149	1,176	88.8%	33 TECH 801250	Services	1,188	3,540	1,188	2,352	66.4%	8,837	Timing variance.
6,419	7,567	8,011	(444)	-5.9%	33 TECH 801275	Online Service Providers	48,226	59,833	59,346	487	0.8%	90,101	
17,017	35,553	23,909	12,088	34.0%		Subtotal	164,805	202,903	177,961	24,456	12.1%	345,117	
						General:							
417	458	325	134	29.2%	15 FIN 801310	Bank Charges	3,443	3,283	3,031	252	7.7%	5,116	Timing variance.
908	947	946	1	0.1%	35 CMS 801315	Bibliographical Services	8,529	8,862	8,863	(1)	0.0%	12,648	
373	0	0	0	0.0%	35 CMS 801320	Binding	711	3,741	3,741	0	0.0%	10,000	
155	175	237	(62)	-35.2%	17 EXEC 801325	Board Expense	889	1,135	1,145	(10)	-0.9%	2,010	
129	0	587	(587)	0.0%	37 COM 801330	Staff meals & events	13,509	15,664	15,952	(287)	-1.8%	18,464	
617	1,095	492	603	55.1%	15 FIN 801335	Supplies - Office	13,651	7,242	4,806	2,436	33.6%	11,624	Timing variance.
3,403	0	163	(163)	0.0%	35 CMS 801337	Supplies - Library materials	7,974	4,044	4,207	(163)	-4.0%	10,000	
0	(50)	0	(50)	100.0%	37 COM 801340	Stationery, business cards, etc.	0	831	131	700	84.3%	631	Timing variance.
0	0	0	0	0.0%	25 PS 801365	Grant Application Expenses	0	0	0	0	0.0%	0	
1,322	1,057	1,550	(493)	-46.6%	33 IT 801370	Copy Center Expense	8,807	10,968	11,384	(416)	-3.8%	15,194	
0	0	13,629	(13,629)	0.0%	15 FIN 801375	General - Misc	726	2,757	16,386	(13,629)	-494.4%	45,257	Planned class registration module not implemented.
1,968	0	3,120	(3,120)	0.0%	25 PS 801390	Course Registration	16,684	10,750	13,870	(3,120)	-29.0%	10,750	Timing variance. Offset by course registration revenue.
0	0	0	0	0.0%	17 EXEC 801395	Friends of Law Library	0	0	0	0	0.0%	600	
9,291	3,682	21,048	(17,366)	-471.6%		Subtotal	74,924	69,277	83,515	(14,238)	-20.6%	142,294	
						Professional Development:							
0	0	0	0	0.0%	ALL 803105	Travel	6,781	3,713	3,902	(189)	-5.1%	6,813	AALL costs lower than anticipated.
0	0	0	0	0.0%	ALL 803110	Meals	0	0	0	0	0.0%	0	
0	0	0	0	0.0%	ALL 803113	Incidental and miscellaneous	0	0	0	0	0.0%	0	
6,695	0	0	0	0.0%	ALL 803115	Membership dues	7,250	6,785	0	6,785	100.0%	12,083	Timing variance.
25	0	0	0	0.0%	ALL 803120	Registration fees	13,410	6,998	6,498	500	7.1%	8,498	AALL costs lower than anticipated.
0	0	1,080	(1,080)	0.0%	ALL 803125	Educational materials	1,429	0	1,080	(1,080)	0.0%	0	
6,720	0	1,080	(1,080)	0.0%		Subtotal	28,871	17,496	11,480	6,016	34.4%	27,394	

**Los Angeles County Law Library**  
Income Statement for the Period Ending February 28, 2026  
(Provisional and subject to year-end audit adjustments)

Feb-25 Actual	Feb-26			
	Amended Budget	Actual	\$ Fav (Unf)	% Fav (Unf)
2	50	2	48	96.0%
365	5,317	1,345	3,971	74.7%
0	50	0	50	100.0%
0	0	0	0	0.0%
367	5,417	1,347	4,069	75.1%
0	0	0	0	0.0%
0	0	0	0	0.0%
0	0	0	0	0.0%
0	130	166	(36)	-27.3%
0	0	0	0	0.0%
0	130	166	(36)	-27.3%
0	32,000	36,941	(4,941)	-15.4%
17,725	10,238	0	10,238	100.0%
0	0	3,788	(3,788)	0.0%
275	15,000	15,108	(108)	-0.7%
18,000	57,238	55,837	1,401	2.4%
159,128	158,178	147,822	10,356	6.5%
28,374	29,893	28,020	1,874	6.3%
187,502	188,071	175,841	12,230	6.5%
801,645	914,454	854,530	59,923	6.6%
88,577	(125,553)	69,238	194,792	-155.1%

37 COM 803205 Communications & Marketing:  
Services  
37 COM 803210 Collateral materials  
37 COM 803215 Advertising  
37 COM 803220 Trade shows & Outreach  
Subtotal  
Travel & Entertainment  
ALL 803305 Travel  
ALL 803310 Meals  
ALL 803315 Entertainment  
ALL 803320 Ground transportation & mileage  
reimb.  
ALL 803325 Incidental travel expenses  
Subtotal  
Professional Services  
15 FIN 804005 Accounting  
17 EXEC 804008 Consulting Services  
17 EXEC 804010 Legal  
15 FIN 804015 Other  
Subtotal  
Depreciation:  
15 FIN 806105 Depreciation - Library Materials  
15 FIN 806110 Depreciation Exp - Cap Ex  
Subtotal  
Total Expense  
Net Income Before Extraordinary Items

FY 2024-25 YTD Actual	FY 2025-26 YTD				Amended Annual Budget
	Amended Budget	Actual	\$ Fav (Unf)	% Fav (Unf)	
16	112	16	96	85.8%	432
1,710	6,203	1,815	4,388	70.7%	7,870
1,100	1,550	1,500	50	3.2%	21,500
0	461	461	0	0.0%	961
2,826	8,326	3,792	4,534	54.5%	30,763
0	0	0	0	0.0%	0
0	0	0	0	0.0%	0
0	0	0	0	0.0%	0
147	744	791	(47)	-6.3%	1,264
0	0	0	0	0.0%	0
147	744	791	(47)	-6.3%	1,264
2,711	36,580	41,521	(4,941)	-13.5%	36,580
29,720	27,394	11,250	16,144	58.9%	81,250
15,130	14,342	30,960	(16,618)	-115.9%	23,092
16,398	24,443	24,854	(411)	-1.7%	24,443
63,958	102,759	108,584	(5,825)	-5.7%	165,364
1,285,562	1,243,078	1,223,726	19,353	1.6%	1,874,370
227,892	241,230	239,271	1,960	0.8%	373,236
1,513,454	1,484,308	1,462,996	21,312	1.4%	2,247,607
7,001,175	7,234,119	7,071,416	162,703	2.2%	10,684,146
64,972	19,787	624,547	604,760	3056.4%	186,467

Comments  
Timing variance.  
Audit costs incurred additional costs related to GASB101 implementation.



**Los Angeles County Law Library**  
Statement of Cash Flows  
As of February 28, 2026  
(Provisional and subject to year-end audit adjustments)

	1/31/2026	2/28/2026	YTD
<b>Cash flows from operating activities</b>			
L.A. Superior court fees	915,069	835,121	7,047,140
Parking fees	-	-	-
Library services	26,123	40,643	252,797
Extraordinary income	-	-	231,641
(Increase) decrease in accounts receivable	5,272	(15,637)	(29,113)
(Increase) decrease in other receivable	(135,670)	81,603	(10,020)
Increase (decrease) in borrowers' deposit	2,003	456	6,269
<b>Cash received from filing fees and services</b>	<b>812,797</b>	<b>942,186</b>	<b>7,498,714</b>
Facilities	(85,981)	(73,565)	(753,686)
Technology	(21,226)	(23,909)	(177,961)
General	(3,080)	(21,048)	(83,515)
Professional development	(189)	(1,080)	(11,480)
Communications & marketing	(2)	(1,347)	(3,792)
Travel & entertainment	(11)	(166)	(791)
Professional services	(21,883)	(55,837)	(108,584)
Electronic Resource Subscriptions (ERS)	(51,503)	(61,474)	(402,596)
(Increase) decrease in prepaid expenses	18,705	9,323	(127,682)
Increase (decrease) in accounts payable	(14,741)	81,556	(84,573)
Increase (decrease) in other liabilities	-	-	-
<b>Cash payments to suppliers for goods and services</b>	<b>(179,909)</b>	<b>(147,547)</b>	<b>(1,754,661)</b>
Staff (payroll + benefits)	(417,255)	(440,264)	(4,066,015)
Increase (decrease) in payroll liabilities	12,368	(11,456)	(432)
Increase (decrease) in accrued sick and vacation liability	-	-	(6,514)
Increase (decrease) in OPEB liability	10,833	10,833	86,664
Increase (decrease) in net pension liability	41,667	41,667	333,336
<b>Cash payments to employees for services</b>	<b>(352,387)</b>	<b>(399,220)</b>	<b>(3,652,960)</b>
Contributions received	-	-	-
Net cash from operating activities	280,501	395,420	2,091,093
<b>Cash flow from capital and related financing activities</b>			
Library materials	(169,333)	(153,394)	(1,201,566)
Capital assets	(16,463)	-	(87,325)
Capital - Work in Progress (WIP)	(7,961)	(35,500)	(217,992)
<b>Cash flows from investing activities</b>			
Investment	-	-	-
Investment earnings	48,613	48,004	396,026
<b>Net cash increase (decrease) in cash and cash equivalents</b>	<b>135,357</b>	<b>254,530</b>	<b>980,236</b>
Cash and cash equivalents, at beginning of period	18,242,810	18,378,168	17,652,462
<b>Cash and cash equivalents, at end of period</b>	<b>18,378,168</b>	<b>18,632,698</b>	<b>18,632,698</b>
<b>Reconciliation of Operating Income to Net Cash from Operating Activities</b>			
Operating income	162,464	21,234	460,161
Adjustments for noncash effects:			
Depreciation	177,599	175,841	1,462,996
Extraordinary expense: book write-off			
Changes in operating assets and liabilities:			
(Increase) decrease in accounts receivable	5,272	(15,637)	(29,113)
(Increase) decrease in other receivable	(135,670)	81,603	(10,020)
(Increase) decrease in prepaid expenses	18,705	9,323	(127,682)
Increase (decrease) in accounts payable	(14,741)	81,556	(84,573)
Increase (decrease) in other liabilities	-	-	-
Increase (decrease) in payroll liabilities	12,368	(11,456)	(432)
Increase (decrease) in accrued sick and vacation liability	-	-	(6,514)
Increase (decrease) in borrowers' deposit	2,003	456	6,269
Increase (decrease) in OPEB liability	10,833	10,833	86,664
Increase (decrease) in net pension liability	41,667	41,667	333,336
Net cash from operating activities	<b>280,501</b>	<b>395,420</b>	<b>2,091,093</b>

LOS ANGELES COUNTY LAW LIBRARY  
 March 1, 2026 - March 31, 2026 (WARRANTS)  
 Account No.: 102000

DATE	PAYEE	FOR	AMOUNT	CHECK NO.
March 2	ALLIANT INSURANCE SERVICES, INC CHUBB	PREPAID EXP	27,776.00	TS00364553
		PREPAID EXP	22,171.00	TS00364553
March 6	RICHARDS, WATSON & GERSHON	LEGAL	21,579.55	TS00364760
March 13	ROMERO MAINTENANCE LLC	JANITORIAL SVCS	11,436.38	TS00365025
March 17	ELDER LAW & DISABILITY RIGHTS	OTHER	15,000.00	TS00365183

97,962.93

LOS ANGELES COUNTY LAW LIBRARY  
 March 1, 2026 - March 31, 2026 (CHECKS)  
 Account No.: 103000

DATE	PAYEE	FOR	AMOUNT	CHECK NO.
March 16	SEIU LOCAL 721	UNION SUPPL	80.70	001761
March 20	CALPERS	PREPAID EXP	77,882.21	1003247412

77,962.91

LOS ANGELES COUNTY LAW LIBRARY  
 March 1, 2026 - March 31, 2026 (CHECKS)  
 Account No.: 108000

DATE	PAYEE	FOR	AMOUNT	CHECK NO.
March 6	LEXISNEXIS CANADA INC	BOOKS	2,303.96	033945
	MARY MARTIN BOOKSELLERS	BOOKS	5,405.00	033946
	WILLIAM S HEIN & CO	BOOKS	710.00	033947
March 9	ADP SCREENING & SELECTION SVCS	RECRUITMENT	284.62	033948
	AFLAC REMITTANCE	CAFE PLAN-INSURA	462.52	033949
	HEIDI DUCKLER DANCE	SPECIAL EVENTS EX	3,000.00	033950
	COUNTY OF LOS ANGELES	HEATING/COOLING	7,553.52	033951
	LANGUAGE PEOPLE INC	OTHER	108.00	033952
	LIFTECH ELEVATOR SERVICES INC	ELEVATOR MAINT	1,174.00	033953
	METROLINK	TMP	450.00	033954
	PRICE PAIGE & COMPANY	ACCOUNTING	2,075.00	033955
March 13	GAUNT	BOOKS	389.94	033956
	OTTO HARRASSOWITZ	BOOKS	6,561.41	033957
March 19	ALFONSO FELIPE RUIZ	REFUND	70.00	033958
March 23	CALIFORNIA DEPARTMENT OF TAX	USE TAX	1,423.00	033959
	WOLTERS KLUWER LAW & BUSINESS	BOOKS	122.59	033960
March 26	JOEL SEBASHTIAN MURILLO	REFUND	140.00	033961
	MOISES JARED SANCHEZ	REFUND	140.00	033962
	COSSETTA BELL STROUD	REFUND	70.00	033963
	DEVON MOORE WEYMOUTH	REFUND	124.00	033964
	ATKINSON, ANDELSON, LOYA,	LEGAL	3,788.40	033965
	ABD OFFICE SOLUTIONS	COPY CENTER	1,369.11	033966
	AG ORGANICS, INC.	LANDSCAPING	2,306.00	033967
	AT&T	TELECOM	624.23	033968
	GUARDIAN	PREPAID EXP	8,452.63	033969
	CHARTER COMMUNICATIONS	TELECOM	194.34	033970
	March 27	INGRAM LIBRARY SERVICES	BOOKS	71.83
LEXISNEXIS CANADA INC		BOOKS	107.61	033972
COUNCIL OF CALIFORNIA COUNTY		MEMBERSHIP DUES	5,960.00	033973
LABIB FUNK + ASSOCIATES		CAPITAL WIP	1,137.50	033974
RICHARDS, WATSON & GERSHON		LEGAL	3,686.00	033975

60,285.21

LOS ANGELES COUNTY LAW LIBRARY  
 March 1, 2026 - March 31, 2026 (CHECKS)  
 Account No.: 102001

DATE	PAYEE	FOR	AMOUNT	CHECK NO.
March 2	AMAZON WEB SERVICES	OSP	858.34	V010375
March 3	SYNCB AMAZON	STAFF MEALS/EVEN	300.00	V010376
	SYNCB AMAZON	COMPUTER SUPPLIE	107.62	V010404
March 4	CONSTANT CONTACT	OSP	315.00	V010405
March 5	DROPBOX	OSP	54.00	V010394
	ODP OFFICE SOLUTIONS, LLC	SUPPLIES-OFFICE	63.71	V010406
March 6	LEXISNEXIS MATTHEW BENDER	BOOKS	2,017.14	V010362
	GEORGE T BISEL COMPANY	BOOKS	234.02	V010363
	CONTINUING EDUCATION OF THE BAR CAL	BOOKS	7,061.11	V010364
	FOUNDATION FOR NATURAL RESOURCES AN	BOOKS	271.00	V010365
	INGRAM LIBRARY SERVICES	BOOKS	81.03	V010366
	JURIS PUBLISHING INC	BOOKS	130.22	V010367
	LEXISNEXIS ONLINE SERVICES	BOOKS	16,480.00	V010368
	THOMSON REUTERS	BOOKS	117,293.61	V010369
	GOBI LIBRARY SOLUTIONS	BOOKS	6,631.87	V010370
	HARBOR FREIGHT TOOLS	EQUIPMENT (<3K)	160.40	V010407
	KIMPTON BANNEKER HOTEL	TRAVEL	1,109.66	V010408
March 9	ALTA FOODCRAFT	KITCHEN SUPPLIES	460.48	V010377
	BRADY INDUSTRIES	CLEANING SUPPLIES	2,172.11	V010378
	BRCK INC	TELECOM	889.54	V010379
	CORODATA	BLDG SVCS	70.57	V010380
	LA DEPT OF WATER & POWER	WATER/SEWER	28,229.24	V010381
	NASA SERVICES	BLDG SVCS	691.85	V010382
	ORKIN	BLDG SVCS	156.38	V010383
	PURE PROCESS FILTRATION INC.	BLDG SVCS	1,005.75	V010384
	RED LILLY PLUMBING, INC	REPAIR/MAINT	1,200.00	V010385
	SECURITAS SECURITY	SECURITY	4,435.33	V010386
	UPS	DELIVERY & POSTAG	7.98	V010387
	SYNCB AMAZON	BOOKS	593.07	V010389
	SYNCB AMAZON	COMPUTER SUPPLIE	27.08	V010409
	MICROSOFT CORPORATION	OSP	29.00	V010410
	STAMPS.COM	DELIVERY & POSTAG	300.00	V010411
March 11	KAPCO	SUPPLIES-LIBRARY	787.60	V010434
March 13	CONTINUING EDUCATION OF THE BAR CAL	BOOKS	1,706.69	V010390
	PRACTISING LAW INSTITUTE	BOOKS	1,316.14	V010391
	BIBLIOTHECA. LLC	SUPPLIES-LIBRARY	956.14	V010412
March 16				

198,375.80

LOS ANGELES COUNTY LAW LIBRARY  
 March 1, 2026 - March 31, 2026 (CHECKS)  
 Account No.: 102001

DATE	PAYEE	FOR	AMOUNT	CHECK NO.
March 18	SYNCB AMAZON	COMPUTER SUPPLIE	172.12	V010413
	HOME DEPOT	COMPUTER SUPPLIE	189.24	V010414
	T-MOBILE	TELECOM	900.42	V010458
March 19	SYNCB AMAZON	COMPUTER SUPPLIE	382.61	V010415
	KAPCO	SUPPLIES-LIBRARY	299.75	V010435
March 20	ZOOM VIDEO COMMUNICATIONS INC	OSP	223.12	V010416
March 22	DUO SECURITY LLC	OSP	150.00	V010417
	GURU PRINTERS	SPECIAL EVENTS EX	592.56	V010418
	MICROSOFT CORPORATION	OSP	390.00	V010419
	CHERRY PICK CAFE	SPECIAL EVENTS EX	196.20	V010436
March 23	GOOGLE	SERVICES	1.99	V010420
March 25	LEXISNEXIS MATTHEW BENDER	BOOKS	1,498.37	V010395
	GEORGE T BISEL COMPANY	BOOKS	274.40	V010396
	NATIONAL CONSUMER LAW CENTER	BOOKS	235.00	V010397
	WILLIAM S HEIN & CO	BOOKS	906.32	V010398
	GOBI LIBRARY SOLUTIONS	BOOKS	3,367.05	V010399
	SYNCB AMAZON	COMPUTER SUPPLIE	624.30	V010421
	KAPCO	SUPPLIES-LIBRARY	149.33	V010437
	SYNCB AMAZON	BOOKS	196.12	V010440
March 26	DOORDASH	BOARD EXPENSE	175.01	V010438
	SYNCB AMAZON	BOOKS	27.76	V010441
March 27	GRAINGER	REPAIR/MAINT	195.13	V010422
	ISOLVED BENEFIT SERVICES	HR BENEFIT/ADMIN	86.82	V010423
	RED LILLY PLUMBING, INC	REPAIR/MAINT	375.00	V010424
	SECURITAS SECURITY	SECURITY	13,827.06	V010425
	SYNCB AMAZON	BOOKS	106.34	V010442
March 29	AMERICAN LEGAL PUBLISHING CORPORATI	BOOKS	1,190.00	V010426
	LEXISNEXIS MATTHEW BENDER	BOOKS	1,932.25	V010427
	BUILDERS BOOK INC BOOKSTORE	BOOKS	448.54	V010428
	DAILY JOURNAL CORPORATION	BOOKS	283.50	V010429
	KANSAS JUDICIAL COUNCIL	BOOKS	95.00	V010430
	LAW JOURNAL PRESS	BOOKS	2,277.79	V010431
	WEST ACADEMIC	BOOKS	385.22	V010432
	STATE BAR OF WISCONSIN	BOOKS	65.00	V010433
	PPLSI	CAFE PLAN-INS	264.21	V010439
	SYNCB AMAZON	BOOKS	282.72	V010443

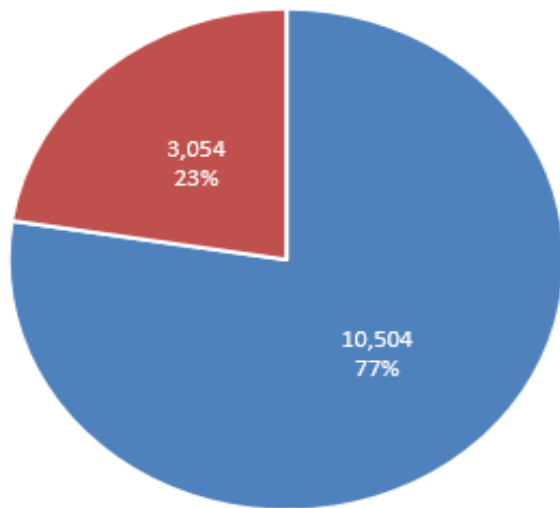
230,979.93

LA Law Library  
Fiscal Year Quarterly Statistics

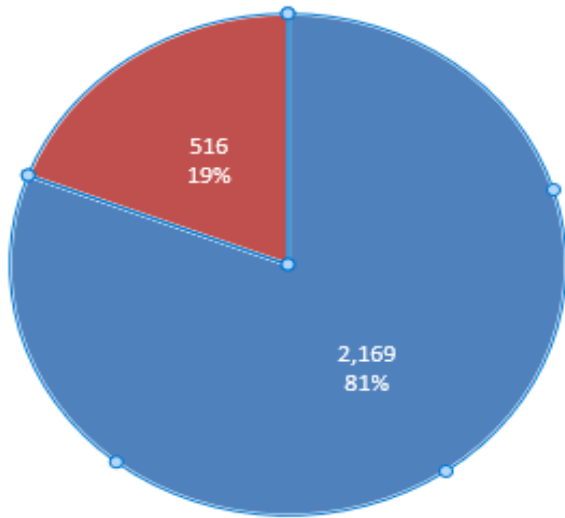
		FY19 3rd Quarter	FY20 3rd Quarter	FY21 3rd Quarter	FY22 3rd Quarter	FY23 3rd Quarter	FY24 3rd Quarter	FY25 3rd Quarter	FY26 3rd Quarter	FY26 3rd Quarter Notes
<b>Reference and Research</b>										
	<i>Reference and Research responds to user requests for library materials in-person, mail and electronic inquiries.</i>									
	Desk Inquiries	5,556	4,275	0	3,047	8,283	9,159	8,791		10,504
	Walk-Ins Sent From Court									3,054
	Print Requests - General									2,685
	Print Requests - Stacks and Archive									516
	Phone	1,453	1,429	2,733	2,573	6,984	7,348	5,522		5,500
	Email/ Live Chat	521	218	1,763	794	2,511	2,311	1,511		924
	By Mail	56	246	46	52	43	38	74		142
	Global Law Inquires	18	12	0	12	28	176	79		32
	e-Branch Chat	33	18	0	0	0	0	78		0
	e-Branch Email	0	0	0	0	0	0	127		0
	<b>Totals</b>	<b>7,823</b>	<b>6,271</b>	<b>4,542</b>	<b>6,478</b>	<b>17,849</b>	<b>19,032</b>	<b>16,182</b>		<b>17,102</b>
<b>Circulation Services</b>										
	<i>The Circulation Desk responds to requests for computer sign-up, books on reserve, placing books on hold, questions about overdue fines and lost items, paging materials needed from closed stacks as well as checking books in and out.</i>									
	Desk Inquiries	3,687	3,575	0	2,938	3,943	3,127	1,333		7,664
	Phone Inquiries	1,173	1,339	1,567	820	1,350	1,383	3,462		2,422
	<b>Totals</b>	<b>4,860</b>	<b>4,914</b>	<b>1,567</b>	<b>3,758</b>	<b>5,293</b>	<b>4,348</b>	<b>4,795</b>		<b>10,086</b>
	Books Circulated	2,208	1,453	516	985	1,909	1,901	3,690		3,497 Physical: 2,454; eBooks: 1,043
	Books Used Onsite									9,069
	Library Card Sign-ups	502	372	0	296	347	335	389		421
	Members Program - Active Members	335	296	211	230	238	230	205		198
	Public Terminal Logins	5,803	2,369	0	6,960	3,688	4,216	3,136		3,647
<b>Document Delivery / E-Delivery/Copies</b>										
	<i>Document Delivery responds to requests for materials from the LA Law Library collection. Copy Center responds to requests for photocopies, printouts from our computers as well as from the microfiche reader-printer.</i>									
	Phone Inquiries	311	398	229	392	468	550	601		543
	In-Person	2,776	2,219	0	554	230	280	333		287
	Email (Includes Members Program)	802	367	781	774	824	2,618	534		497 82 is from the Members Program
	<b>Totals</b>	<b>3,889</b>	<b>2,984</b>	<b>1,010</b>	<b>1,720</b>	<b>1,522</b>	<b>3,448</b>	<b>1468</b>		<b>1327</b>
	Pages Delivered	4,769	6,121	9,672	9,062	10,397	36,581	4,578		6,222
	Copies Made (Main Library)	66,700	45,822	0	30,943	65,357	79,684	82,304		124,672
<b>Collection Management Services</b>										

LA Law Library  
Fiscal Year Quarterly Statistics

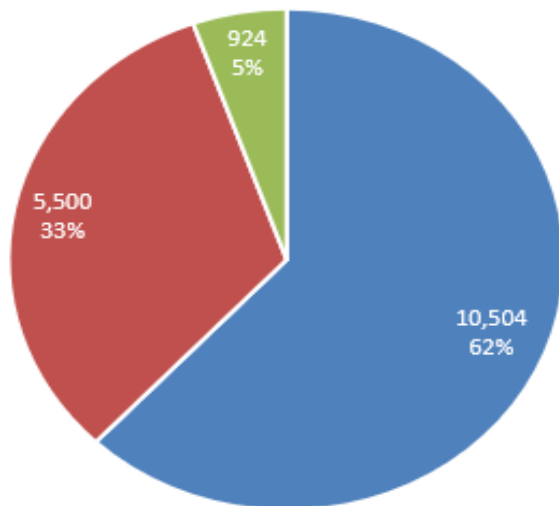
	FY19 3rd Quarter	FY20 3rd Quarter	FY21 3rd Quarter	FY22 3rd Quarter	FY23 3rd Quarter	FY24 3rd Quarter	FY25 3rd Quarter	FY26 3rd Quarter	FY26 3rd Quarter Notes
<i>Collection Management handles all new acquisitions, continuation and updates, as well as any volumes that are withdrawn from the collection.</i>									
New Titles Added	83	173	176	218	100	116	69		168
Print Volumes Added	1,212	1,473	1,422	1,827	1,238	976	1,028		1518
New Serials	21	10	13	42	11	46	20		35
Non-Print Media Added	1,487	109	51	25	65	85	5,173		195
Records Cataloged/Updated	304	292	578	148	240	350	687		1955
Print & Non-Print Withdrawn	280	330	567	450	229	365	151		395
<b>Brief Scanning Project</b>									
Briefs Logged (Google)	11,640	14,532	4,415	0	0	0	39,461		0
<b>Website Statistics</b>									
Visitors	30,386	27,620	29,237	27,141	34,421	56,361	63,996		40,279
Visits (previously counted as "Pages Viewed")	87,874	77,382	78,697	81,407	111,791	148,350	158,179		174,635
Average Daily Visits	415	281	389	283	366	401	486		492
Average Duration	4:22	4:33	2:21	3:08	3:15	3:01	2:42		1:35
Visitors: US	96.08%	95.43%	86.89%	95.34%	95.49%	91.32%	96.87%		92.52%
Visitors: International / Unspecified	3.92%	4.57%	13.11	4.66%	4.51%	8.68%	3.13%		7.48%
<b>Training and Events (Includes Online,Prerecorded/Live via ZOOM)</b>									
Public Classes Held Online									
Internal speaker	0	0	20	24	43	46	42		43
Guest speaker	0	0	93	92	114	113	127		122
MCLE Classes Held Online									
Internal speaker	0	0	0	0	5	3	3		5
Guest speaker	0	0	25	31	43	49	51		47
Clinics/ Workshops Held Online									
	0	0	1	1	3	3	3		2
Public Classes Held at Main & Branches									
Internal speaker	36	87	0	0	4	11	6		5
Guest speaker	47	27	0	0	1	3	0		2
MCLE Classes Held									
Internal speaker	1	0	0	0	1	0	0		0
Guest speaker	12	7	0	0	0	0	0		0
Clinics/ Workshops Held	44	37	0	0	9	16	16		14
<b>Totals</b>	<b>140</b>	<b>158</b>	<b>139</b>	<b>148</b>	<b>223</b>	<b>244</b>	<b>248</b>		<b>240</b>
Class Attendance in Person Total (Estimated)									
	<b>2,014</b>	<b>1,573</b>	<b>0</b>	<b>0</b>	<b>422</b>	<b>446</b>	<b>355</b>		<b>477</b>
Live Class Attendance: Online/Remote	N/A	N/A	941	316	614	887	776		347
Live Class Registration: Online/Remote	N/A	N/A	1,802	607	901	1,626	1353		311
Number of plays of prerecorded Classes	N/A	N/A	NA	1,383	2,587	2,419	5203		4,971
Class Attendance Branches (Estimated)	N/A	63	0	0	0	0	0		0
<b>Visits to Main Branch</b>									
Number of Patron Visits (front door)	<b>25,240</b>	<b>19,929</b>	<b>0</b>	<b>21,199</b>	<b>12,891</b>	<b>16,347</b>	<b>8,307</b>		<b>12,795</b>



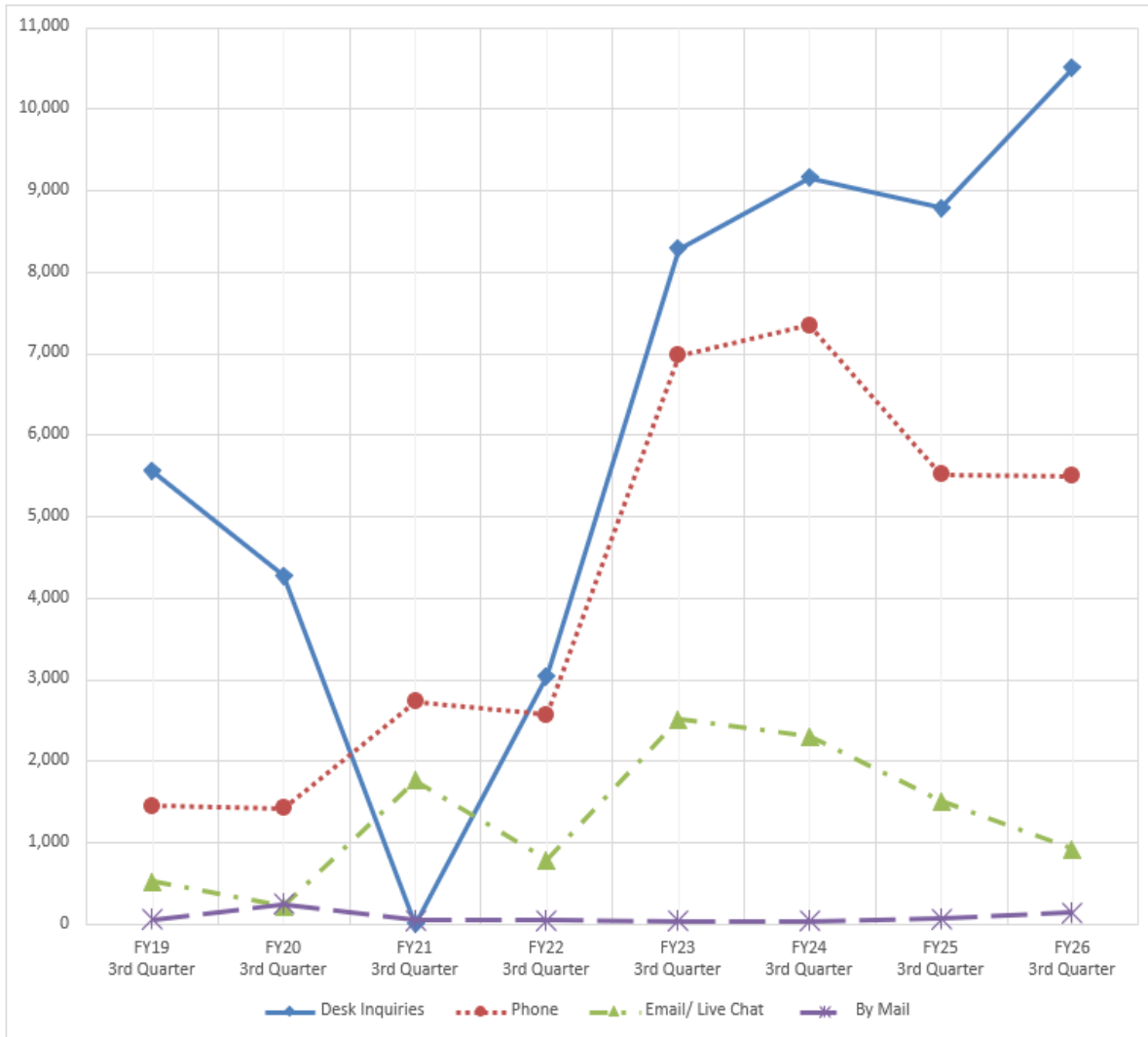
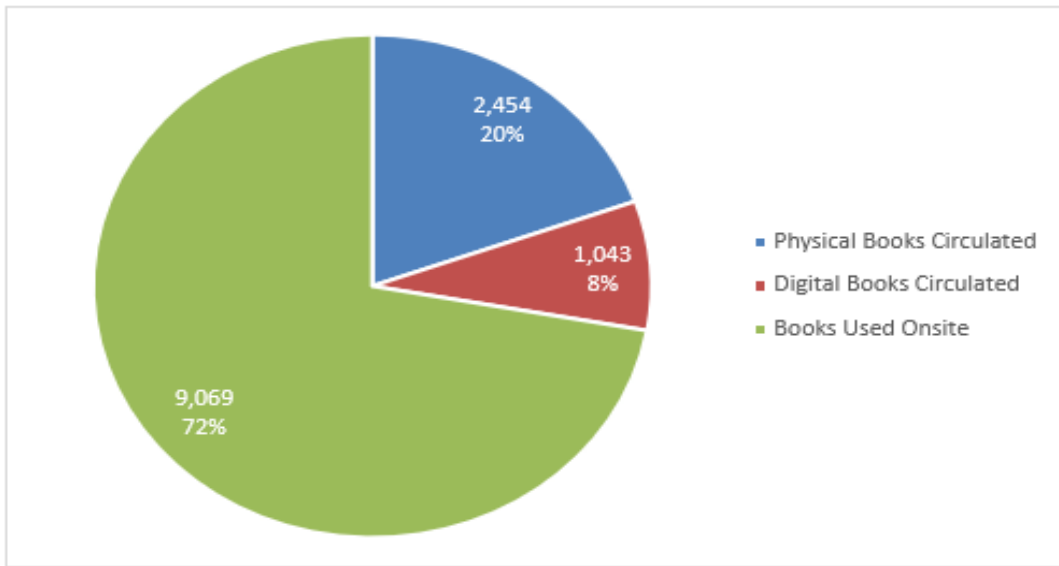
- Desk Inquiries
- Walk-Ins Sent From Court

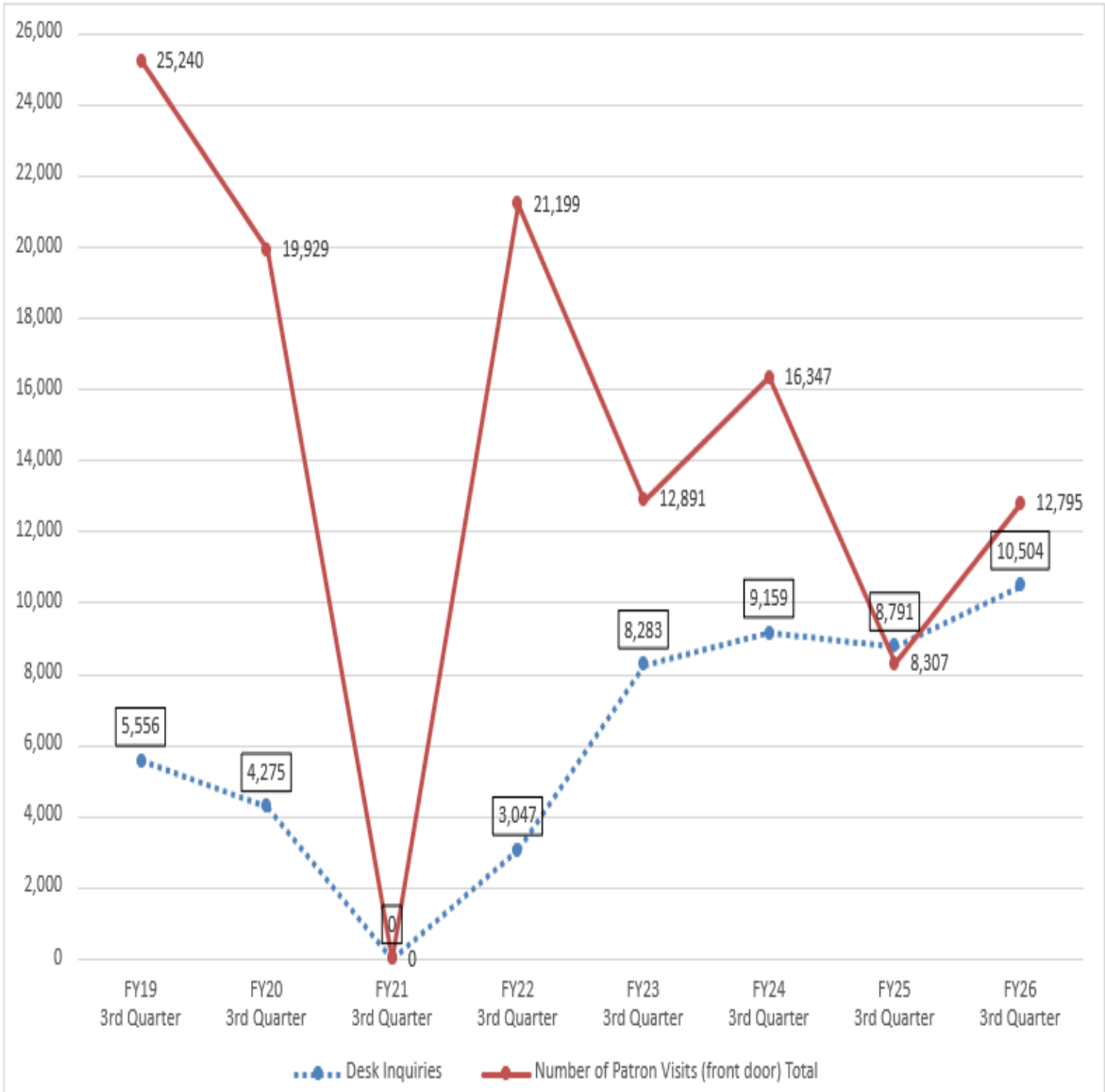


- Print Requests - General
- Print Requests - Stacks and Archive



- Desk Inquiries
- Phone
- Email/ Live Chat





**MEMORANDUM**

**DATE:** April 22, 2026

**TO:** Board of Law Library Trustees

**FROM:** Katherine H. Chew, Executive Director

**RE:** Presentation by Katherine Chew, Executive Director  
2026 Equal Justice Conference Panel Discussion: “Booked Up,  
Logged In, On the Road Again-Close the Justice Gap with a  
Public Library Partnership”

**HISTORY OF NATIONAL LIBRARY WEEK**

In the mid-1950s, research showed that Americans were spending less on books and more on radios, televisions and musical instruments. In 1954 the American Library Association (ALA) and the American Book Publishers formed a nonprofit citizens organization called the National Book Committee with the goal of “encouraging people to read in their increasing leisure time” with the hope of “improving incomes and health” and “developing strong and happy family life.” In March 16-22,1958, the committee sponsored the first National Library Week, a national observance and celebration of the contributions of our nation’s libraries and librarians. The hope was to encourage library use and support, and engaged over 5000 communities across the country with support from President Eisenhower and former presidents Hoover and Truman.

Since then, National Library Week is celebrated in April, with this year’s week taking place April 19 through 25, 2026. In recognition of this annual celebration, Staff will highlight the valuable role LA Law Library plays in access to justice at the April 22, 2026 Board meeting. This first discussion will provide an overview of LA Law Library’s scheduled presentation at the 2026 Equal Justice Conference, followed by another discussion focusing on current programming and new initiatives.

**EQUAL JUSTICE CONFERENCE**

Now in its 28<sup>th</sup> year, The Equal Justice Conference will take place in Charlotte, North Carolina from May 14-16, 2026. An annual event sponsored by the American Bar Association (ABA) and National Legal Aid Defender Association (NLADA), the conference brings together a national audience of pro bono advocates, legal aid organizations, agencies, court personnel, and legal



professionals to share and learn about developments and innovations in providing legal services to people of low income or underserved communities. The emphasis of the Conference is to strengthen partnerships among key players in the civil justice system. The theme of this year's conference is focused on "Building Partnerships for Real-World Access to Justice."

#### **LA LAW LIBRARY PANEL PROPOSAL SELECTED FOR CONFERENCE AGENDA**

In October 2025 the ABA and NLADA invited past attendees to submit proposals for a session presentation at the May 2026 Conference. With its robust legal and public education program, LA Law Library staff proposed a panel discussion highlighting how its community partnerships have made a meaningful impact on greater access to justice. Through collaborative efforts in sharing resources and expertise, LA Law Library and its partners continue to expand outreach programs to better serve those who cannot afford an attorney or do not qualify for legal aid.

Staff is pleased to inform the Board that its proposal was chosen to be part of this year's national Conference Agenda. Executive Director, Katherine Chew of LA Law Library will be part of a panel that will also include a Research Librarian from the Boston Public Library, and the Adult and Community Engagement Manager from the Baltimore County Public Library.

The title of the panel discussion is "Booked Up, Logged In, & On the Road Again: Close the Justice Gap with a Public Library Partnership." LA Law Library's presentation will focus on the need and benefits of collaborating between public libraries and legal aid advocates, highlighting tested and well received program and clinic models. The Boston Public Library will present on its initiative to provide community access to resources and justice through remote and virtual court hearings with the Massachusetts Trial Court. The Baltimore County Public Library will share information about its innovative Mobile Law Center, a custom designed van that travels throughout the community to reach people with disabilities, seniors, veterans and low-income residents. A short description of the panel discussion is as follows:

"Strategic partnerships with public libraries can address inequities in the justice system for self-represented individuals. Pro bono led clinics, combined with library services and resources, put self-helpers on equal footing with opponents as they advocate for themselves. This session features innovative partnerships with public libraries that bridge the justice gap. We'll share ideas for clinics and programs; an initiative that brings virtual public access to court services and resources; and a mobile legal office to ensure no one gets left behind."



**MEMORANDUM**

**DATE:** April 22, 2026

**TO:** Board of Law Library Trustees

**FROM:** Katherine H. Chew, Executive Director  
Chelsea-Leigh Flucus, Director of Legal and Public Education

**RE:** Presentation by Chelsea-Leigh Flucus, Director of Legal and Public Education  
Update on Programming and Community Outreach Initiatives

**UPDATE ON PROGRAMMING AND COMMUNITY OUTREACH INITIATIVES**

Chelsea-Leigh Flucus, Director of Legal and Public Education will provide an update on new initiatives, programming and partnerships developed in the past year. LA Law Library has made concerted efforts to expand our outreach to other community partners and elected officials, and has developed new clinics, workshops and classes that address current topics and patron needs.

Chelsea-Leigh will provide an overview of the following programs and new partnerships planned:

1. Foster Youth and Legal Resources with Stepping Forward LA
2. Quarterly Expungement Clinic with Community Legal Aid SoCal
3. Quarterly Federal Pro Se Clinic with Public Counsel
4. New Quarterly Ask an Expert: Public Benefits with TechTonic Justice and Neighborhood Legal Services of Los Angeles
5. The Community Resource Specialist and Public Interest Library Associate Attended the Cerritos Special Education Fair- Several parents/patrons are interested in the Conservatorship Clinic
6. Evening Roundtable with Division of Department of Consumer and Business Affairs on Strengthening Communities with Mediation Dispute Resolution
7. New AAL Topics to Meet High Patron Need Identified by Ref/Branches- AAL: Employment Law/Workplace Discrimination & AAL: Family Law
8. For Late April Serving as a Panelist for Law Day 2026; New Partnership with the Los Angeles Civil Rights Division for their Mobility Campaign
9. For Late April- New Bankruptcy Federal Student Loan Workshop with Public Counsel



10. For May - New Programming with Mental Health Advocacy Services (MHAS) for Mental Health Awareness Week- including a Housing & Mental Health Workshop; Barriers to Re-Entry after Expungement
11. For May-New National Expungement Clinic Partnership with National Association of Criminal Defense Lawyers
12. For May- Tenant Power Toolkit for Torrance Branch Patrons
13. For May- New Partnership with the Eviction Defense Network for Answers/ToDo's in an Unlawful Detainer
14. For May/June - New Partnership with Central Library for Housing/Re-entry Services for Patrons
15. For June- New Partnership with GLAD Law for PRIDE
16. For September- Partnership with South Bay Bar Association for Lawyers in the Library at Torrance Branch
17. For October- Debt Bondage Repair Clinic for Human Trafficking Survivors

