

301 West First Street
Los Angeles, CA 90012-3140
Telephone 213.785.2529
Fax 213.680.1727
www.lalawlibrary.org

October 6, 2025

BOARD OF TRUSTEES

Hon. Susan J. De Witt
Los Angeles Superior Court

Hon. Rosa M. Fregoso
Los Angeles Superior Court

Hon. Mark A. Juhas
President
Los Angeles Superior Court

Hon. Cherol J. Nellon
Los Angeles Superior Court

Daniel A. Rosenfeld
Los Angeles County Board
of Supervisor Appointee

Hon. Laura A. Seigle
Vice President
Los Angeles Superior Court

Susan Steinhauser, Esq.
Los Angeles County Board
of Supervisor Appointee

Katherine H. Chew
Executive Director

Edward Yen, Executive Officer
Board of Supervisors of the County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Mr. Yen:

The Board of Trustees wish to thank the County Board of Supervisors for its support during the past Fiscal Year. We are especially grateful for the Board's assistance in appointing our newest Trustee, Dan Rosenfeld, after the retirement of our longstanding and respected Trustee, Kenneth Klein.

As you know, Cal. Bus. & Prof. Code § 6349 and § 6350 provide that the Board of Trustees submit an annual report and financial report to update the County Board of Supervisors on Law Library services. In accordance with this requirement, please find the Annual Report and Financial Statement for the July 1, 2024 – June 30, 2025 Fiscal Year for your review.

The Law Library remains committed to providing free access to its vast collection of legal resources to meet the legal needs of County departments, staff, and constituents. We look forward to working with you and your staff as we seek to provide meaningful services to all Los Angeles County residents in the next Fiscal Year.

Sincerely,

Katherine H. Chew
Executive Director
Secretary to the Board of Trustees of the Los Angeles County Law Library

Enclosure: Annual Report/Financial Report to the Board of Supervisors (Fiscal year 2024-25)

Cc: Hon. Hilda L. Solis, Supervisor, First District
Hon. Holly J. Mitchell, Supervisor, Second District
Hon. Lindsey P. Horvath, Chair and Supervisor, Third District
Hon. Janice Hahn, Supervisor, Fourth District
Hon. Kathryn Barger, Supervisor, Fifth District
Oscar Valdez, Auditor-Controller

LALAWLIBRARY



Los Angeles County Law Library

Board of Trustees

Annual Report and Financial Report

Katherine H. Chew, Secretary to the Board of Law Library Trustees of Los Angeles County, pursuant to Sections 6349 and 6350 of the Business and Professions Code, presents to the Honorable Board of Supervisors of Los Angeles County, the Annual Report and Financial Report of the Los Angeles County Law Library, for the Fiscal Year ending on the 30th day of June, 2025.

The Board of Trustees of the Los Angeles County Law Library is composed of the following members:

Hon. Susan J. DeWitt	Judge of the Superior Court
Hon. Rosa M. Fregoso	Judge of the Superior Court
Hon. Mark A. Juhas <i>President</i>	Judge of the Superior Court
Hon. Cherol Nellon	Judge of the Superior Court
Daniel A. Rosenfeld	Public/Private Sector/Real Estate Investments County Board of Supervisors Appointee
Hon. Laura A. Seigle <i>Vice-President</i>	Judge of the Superior Court
Susan Steinhauer	Attorney at Law County Board of Supervisors Appointee

The Board is staffed by: Katherine H. Chew
Executive Director & Secretary to the Board



ANNUAL REPORT

INTRODUCTORY INFORMATION

The act of “weaponization” dominates today’s news cycle. While the topic may be the source of great consternation and divisiveness in our society, a different kind of weaponization wields positive inspiration and change on a daily basis at the Los Angeles County Law Library (LA Law Library). A place of growth, empowerment, and belonging, LA Law Library “stockpiles weapons” in the form of knowledge, ideas, and free legal resources-- the most powerful weapons available for anyone seeking to exercise their basic civil and legal rights.

Since its establishment in 1891, LA Law Library has dedicated 134 years of providing free access to legal resources to empower city, state, national, and global communities. Beginning with a humble collection of 4,649 volumes, LA Law Library now maintains a collection of over one million print and digital resources-- including a comprehensive list of State and Federal resources, one of the nation’s most comprehensive global law collections covering more than 200 countries, and a rare book collection unlike any other county law library in the state. Second only to the Library of Congress, LA Law Library is the largest public law library in the country spanning 175,000 square feet, the equivalent of 35 miles of shelving.

We serve over 100,000 patrons a year. Legal professionals, business entrepreneurs, international researchers, and anyone from the general public can come to us for free access to legal resources and answers to legal questions that impact their professional or personal lives. A safety net for those in our community who are overwhelmed with life challenges—financial troubles, family conflicts, social stress, language barriers, physical or mental disabilities, educational or technological inequity—LA Law Library is a safe landing place for those who cannot afford an attorney yet do not meet eligibility requirements for



legal aid. We close the justice gap by filling it with a knowledgeable reference staff, a comprehensive legal collection, and legal professional partnerships committed to serving the community with their time and talent.

We make public computers available to those without, bridging a digital divide that continues to leave many behind in our increasingly technologically dependent world. Patrons have access to a wealth of the most current digital legal resources available, and these tools help to put them on equal footing with opponents when advocating for themselves in court.

Our help reaches beyond language barriers. If English is not a patron's primary language, we can provide language translation services or call upon the generous support of bilingual pro bono attorneys committed to giving back to the community with their translation skills. By seeking out ways to communicate with non-English speaking patrons, we provide vital support to help them advocate for themselves and remove language barriers blocking them from finding a path forward.

LA Law Library is a vital partner of the Los Angeles Superior Court and the United States Federal Court, providing much needed self-help services on legal topics that are not addressed in their self-help centers or require more in depth and personalized assistance for complex legal matters. We understand that many might find the Library to be a quiet public space that can be less intimidating and more accessible than a courthouse, and our staff can offer more assistance where self-help center services left off. We realize that effective assistance requires practical solutions: when the courthouse self-help centers are closed on weekends, LA Law Library stays open on Saturdays, providing more opportunities for those grappling with demanding jobs and family obligations during the weekdays to get the help they need on a weekend.

This year LA Law Library pursued efforts to be listed on the National Registry of Historic Places. Deemed eligible for listing in both the National and California



Registers as a contributor to the Los Angeles Civic Center Historic District, the Library submitted an application in November 2024 for an individual listing on the National Registry. Both the California Office of Historic Preservation and the United States National Park Service have approved the individual listing, and on September 23, 2025, the Library was listed on the National Registry of Historic Places. This designation recognizes LA Law Library's historical significance locally, nationally, and globally. It illustrates the Library's commitment to the rule of law and serves as a symbol of access to justice for not just those in Los Angeles but for the world. The building's architectural significance is one of pride for the city as it is a prominent example of a 1950's postmodern geometric design, a contributor to the Los Angeles Civic Center Historic District, and one of the foremost remaining architectural buildings of the renowned firm of Austin Field and Fry.

Aside from the honorific recognition of a National Registry Listing, there is a practical goal from this effort. After seventy-two years of continued service to the community, we are now faced with a facility that is in desperate need of upgrades to its aging infrastructure. The Library hopes a listing as a historical place may open some doors to grants that will support historical preservation of the building. Aside from these grants, LA Law Library continues to seek out other much needed supplemental funding or donations to cover the costs of critical safety measures including elevator modernization, seismic retrofitting, HVAC and plumbing upgrades, LED lighting, and parking structure safety.

While LA Law Library remains steadfast and committed to providing free legal resources, trustworthy support, and vital services to anyone who walks through our doors, sustaining and consistent funding to meet this mission is never guaranteed and continues to be a challenge. Appropriations in the State Budget for county law libraries can vary from year to year, and at times, funding is not earmarked at all, depending on other priorities set by the legislature and the



Governor. There is no on-going line item in the Judiciary Budget for long term support. At the same time, the statutory mechanism for funding public law libraries is limited to civil filing fees, an unsustainable and unpredictable means of support that does not match the growing demand for legal resource help from some of the poorest and most vulnerable in the community.

LA Law Library continues to work closely with other county law libraries to raise awareness of the vital role we play in closing the justice gap with the hope such awareness will yield sustaining financial support as a priority.

LOCATIONS AND HOURS

The Main Branch is located in the Mildred L. Lillie Building, 301 West First Street in downtown Los Angeles. Conveniently located directly across the street from the Stanley Mosk Superior Courthouse and the United States Federal Courthouse, LA Law Library offers easy access to free services and a vast legal collection to surrounding businesses, law firms, city and county government staff, courthouse personnel, and the general public.

To assure service to communities beyond the downtown Civic Center, LA Law Library also maintains eleven (11) courthouse and public library partnership locations that offer in person assistance, eBranch access, or a combination of both. Locations offering eBranch assistance provide a walk-up computer based interactive research experience, allowing a patron to contact Reference Librarians remotely via live chat service.

The branch and partnership locations are as follows:

Four courthouse branch locations:

- Long Beach and Torrance (eBranch and staff)
- Norwalk and Pomona (eBranch only)



Seven public library partnership locations:

- Los Angeles Public Library in Van Nuys
- Pasadena Public Library (Hastings Branch)
- Pomona Public Library
- Santa Monica Public Library
- Compton, Lancaster, and West Covina (currently on hiatus)

During the first part of fiscal year 2024/2025, we offered a mix of in-person and remote services. The Main Law Library was open to the public Monday through Friday, 8:30 a.m. until 6:00 p.m., and on Saturdays from 9:00 a.m. to 5:00 p.m. Services were accessible via email, telephone, live chat, online classes, workshops and in-person pickup of collection materials.

PROGRAMS AND SERVICES

Reference Assistance:

Our Reference Desk is one of the most valued and accessible services we can provide the community. While our Reference Librarians do not provide legal advice, they are knowledgeable about the law and are specially trained in legal research and resources. Recognizing accessibility must be patron centered to be effective, we provide reference assistance during all operational hours through connections that meet the patron's needs: in-person; by phone; through email or postal mail; and via live web-chat. These services are available at no charge to all users of the library, including attorneys, legal professionals, students and the general public.

The Library's vast collection contains instructions, explanations, and guidance on virtually any legal issue in any jurisdiction. By listening to a patron's story, asking questions, and identifying relevant facts, the Reference Librarians help



connect the patron to the resource they need to take the next step in the legal process, and, ultimately, access the justice system in a meaningful way.

Most importantly, a Reference Librarian is often the first person a patron encounters who will truly listen to their legal question and respond in a respectful and compassionate way. Most users of the Library are self-represented litigants or others without legal training with seemingly no other choice but to address their legal situation alone. This is a vital public service to Los Angeles County constituents trying to navigate a complex legal system that can be overwhelming and intimidating. Library staff are acutely aware that LA Law Library is often the first and last resource many turn to for help.

Addressing the Digital Divide with Support Services:

We are fully cognizant that LA Law Library may be the only place many in the community can rely upon to close the digital divide. To address existing inequities in access to modern telecommunications technology, we provide free public access to computers and Wi-Fi, as well as copiers, printers, office supplies, faxing service, document delivery and e-delivery for a small fee.

This service has become especially important in election cycles. Many patrons who do not have computers or struggle with computer literacy have expressed frustration in attempting to register to vote as they are often directed to do so "online." LA Law Library is sensitive to the need to make print copies of voter registration applications available. We provide these forms to any patron wishing to use the print forms to exercise their civil right and responsibility.

Likewise, we can provide print copies of other important legal documents with instruction guides such as tax forms or court forms.

Classes, Clinics, Workshops and Programs:

Supported by many partners within the legal community—legal aid organizations, community agencies, legal professionals, judges, and bar



associations-- LA Law Library is an educational center dedicated to meet the needs of a diverse patron population.

For Attorneys, Paralegals and Certified Court Interpreters: The Law Library provides State Bar-certified Minimum Continuing Legal Education (MCLE) classes on a diverse set of topics designed to serve the needs of attorneys and paralegals in all practice areas, with an emphasis on subjects that expand access to justice for disadvantaged groups or those unable to afford legal representation. Fiscal Year 2024-25 featured 14 live MCLE certified class sessions, plus 33 pre-recorded programs available to watch online. Sessions covered topics such as how to assist immigrant survivors of abuse; the impact of artificial intelligence on legal practice; discretionary protections available to undocumented workers; and how to help victims of natural disasters

In addition, the Library offers Court Interpreter Minimum Continuing Education (CIMCE) credit for classes on court procedures and common legal issues to help court interpreters better serve their clients and the courts. In Fiscal Year 2024-2025 the Library featured 46 CIMCE-certified class sessions covering fundamental legal topics such as filing and responding to civil complaints, representing oneself in civil trials, basics of landlord-tenant law, dealing with debt, and probate court procedures.

For Self-Represented Individuals: The Law Library provides workshops, clinics and programs on a frequent recurring basis through a mixture of in-person and remote sessions, including:

- Weekly: Ask a Lawyer/Expert (subject-specific town-hall style Zoom sessions) and legal assistance in answering unlawful detainer complaints presented by Tenant Power Toolkit and a Section 8 Ombudsperson from LAC Housing Authority;
- Bi-weekly: Civil Lawsuit Basics/Common Legal



Issues: Where You Begin and Adult Legal

Conservatorship workshop presented in English and Spanish;

- Monthly offerings: Lawyers in the Library (free consultations with volunteer lawyers).
- Quarterly offerings: Adult Name Change Workshop

Lawyers in the Library: This program is offered in-person on the third Friday of the month or on an ongoing basis by remote consultations via internet and telephone. In either format, volunteer attorneys provide free 15 to 20 minute consultations with members of the public. The program has grown so dramatically – due in part to the housing crisis and the increased need to keep people housed – that many regular volunteers now provide consultations on an ongoing monthly basis. The most heavily requested topics are landlord-tenant, family law and immigration. Recently, there has been an increase in requests for assistance on topics including criminal matters, small business issues, employment law, real estate, probate, consumer debt, contracts.

Ask A Lawyer: In response to the need for remote, but individualized, legal assistance, the Library also hosts “Ask a Lawyer” sessions. These sessions are subject-specific, “town-hall”-style Zoom sessions, where anyone can direct their question to a lawyer with experience in that area. This type of program is highly efficient and allows our volunteers to help many people during an hour-long session. Since launching with a session on landlord-tenant protections during the COVID-19 pandemic, the program has expanded to include not just landlord-tenant sessions, but also monthly sessions on Section 8, probate, wills and trusts, and civil harassment.



Conservatorships & Alternatives to Conservatorships: We launched a new collaboration with the ABA Accredited West LA College Paralegal Program to hold a self-help clinic for patrons wishing to learn about conservatorships, consider alternatives, and if necessary, petition for appointment of a conservatorship. With a class of ten to fifteen paralegal students, the Library is able to provide individualized assistance to a large number of self-help litigants as they navigate through a complex court process. At the same time, the paralegal students receive real world experiences as they hone their professional legal skills while receiving class credit towards their paralegal certificate. The Library's Executive Director and a college faculty member teach the students valuable and practical skills such as case screening, client intakes, public speaking, and document preparation while students assist self-represented patrons seeking to petition for the appointment of a conservator. With a successful spring semester completed, this collaboration continues now into the fall semester with fifteen new paralegal students.

The collaboration to help self-represented individuals filing for conservatorship also extends to the Superior Court. Those without an attorney are often overwhelmed and confused by the court procedural process, leading to repeated continued hearings and delayed case resolution. Recognizing that LA Law Library is a valuable resource that can help remedy this problem while providing reliable guidance to self-help litigants, the Superior Court distributes flyers at the courthouse about our information sessions and petition workshops.

For Business People and Entrepreneurs: The Law Library provides classes and workshops, including:

- Starting & Growing a Business: Legal & Financial Knowledge You Need to Succeed (14-part biannual series) in partnership with L.A. County Department of



Consumer & Business Affairs, L.A. Ports TradeConnect,
and the L.A. Mayor's Office of Economic Development

These classes are now offered online in live Zoom format and as on-demand recordings.

For the Entire Community: The Law Library provides free community events, aimed at promoting equal access to justice throughout Los Angeles County:

Community Outreach Events:

- Programs Off-Site :

Service Projects/Resource Fairs: Library staff actively engage in yearly outreach through resource fairs and community events. For the past two years staff have volunteered to participate with Assemblymember Jesse Gabriel's Office on its Valley Day of Service at Pierce College. We assisted with service projects benefitting seniors, veterans, and the unhoused, as well as participated in a resource fair to inform the community about our services.

Off-Site Staff Training: The Library is often called upon as a resource for special staff trainings on targeted topics. This year the Executive Director was asked to provide staff trainings through in-person and hybrid (in-person/virtual) formats on the topics of Probate Conservatorships, Alternatives to Conservatorships, and the newest law on Supported Decision-Making Agreements. These trainings were for medical staff and resident students at the VA of Greater Los Angeles, the medical/counseling staff with Children's Hospital of



Orange County, and parents of disabled adults associated with Children's Hospital.

▲ Programs at the Library:

Special Event Days: The Library celebrates the rule of law with a series of legal holiday events held throughout the year where everyone is invited to learn how the law and the legal system work to ensure justice in our society and throughout the world. In Fiscal Year 2024-2025, the Library marked Constitution & Citizenship Day, Freedom of Information Day, Law Day and Pride Month with full line-ups of in-person and remote programs. LA Law Library's Constitution & Citizenship Day celebration featured an in-person citizenship assistance workshop in collaboration with NALEO Educational Fund. The Library celebrated Freedom of Information Day with classes on artificial intelligence and the law, and a live Zoom "town-hall"-style Ask a Lawyer session about the Public Records Act. The Library celebrated Law Day with a virtual event about advancing social justice through mediation, and a combined class-Ask A Lawyer session about writs of mandate. Fiscal Year 2024-2025 also marked the Library's second celebration of Pride Month in June 2024, with programs celebrating legal rights in the LGBTQ+ community.

Pro Bono Week in October: Every October since 2009, legal organizations across America participate in the National Celebration of Pro Bono to draw attention to the



professional responsibility and individual ethical commitment of each lawyer to meet the demand of pro bono services to the community. In keeping with this tradition, LA Law Library dedicates a week in October to programming for unrepresented individuals who need help understanding their rights, representing themselves, and accessing the justice system.

During our Pro Bono Week celebration, the Library hosts free events offering opportunities for one-on-one assistance, consultation with an attorney, education about the law and discussions on timely topics in the law. In recognition of the increased need for pro bono services during harsh economic times, the program also includes training for volunteers interested in meeting the demand for pro bono services, providing them with tools and skills to be actively involved in helping the community with much needed legal assistance. Topics covered in Fiscal Year 2024-2025 included the following: helping tenants facing eviction; challenging government agency decisions; religious tradition and legal principles; enforcing custody orders and domestic violence issues; applying for public benefits; paths to citizenship; building an appeals case; responding to civil discovery requests.

Members Program: The Law Library offers a Members Program, which uses an affordable fee-for-service model to provide quiet work and meeting space adjacent to the downtown courthouses; unlimited access to the law collection and legal databases on-site; off-site access to certain databases; priority reference service; plus, discounts on services, classes, and parking. While



open to the general public, the program serves to provide affordable support to attorneys serving modest-means clients, especially newer members of the bar, who are engaged in offering new and innovative representation models for litigants who might otherwise be unable to afford legal help. In addition to the established Members Program, a second Platinum Members Program is offered to address the needs of larger firms by providing unlimited access to LA Law Library's unparalleled collection. In addition to several of the benefits afforded the core individual Members Program, the flat-fee based Platinum Membership model provides all-inclusive, unlimited e-delivery of digital documents, as well as e-delivery of scanned material from our extensive LA Law Library collection, all for a flat monthly fee.

Law and Library School Internship Programs:

LA Law Library traditionally hosts law and library school interns 3-4 times per year. Under the supervision of professional librarians, an internship at the library offers an optimal field environment for obtaining practical hands-on experience working with an approximate 1 million equivalent volume collection. Through these field experiences, students have the opportunity to learn effective reference skills, hone their communication techniques for interacting with a diverse public, and explore collection development and management practices. Within the framework of these internships, library school students benefit from the real world exposure to career options as a special librarian. Law school students have the opportunity to interact with and learn how and where public service can fit into building a successful law practice.

In 2020, a long-time Law Library Member left a generous bequest in her estate to support the training of future lawyers and librarians. This has allowed LA Law Library to offer paid internships, expanding opportunities for a diverse pool of students. Those facing financial challenges that might not



initially consider a career in law or librarianship now can be exposed to the Library's work with greatly needed financial support. Opening new doors to these students provides them with practical hands-on experience and a threshold to career choices they might not have otherwise considered reachable.

Library Tours and Orientations:

Library staff also give library orientations and tours to outside groups including bar associations, paralegal students, law-related student groups and academic institutions. The Law Library also hosts field trips from several local high schools, leading students on explorations of the library's resources, holding panel discussions on legal issues relevant to teens, and hosting career talks where students get the chance to learn about different career paths available to them in the legal field. Tours can be general or customized for a particular audience. Some popular tour subjects include our deep collection of foreign and international law and our historical California materials.

In the Fiscal Year 2024-2025, these tours have also served to be a meaningful introduction to Library services with elected officials, government agencies, and the legal community. Staff made a concerted effort to reach out to elected officials to build stronger relationships and new partnerships by inviting their staff for tours and orientations. This fiscal year included tours with staff from the offices of Assemblymember Jesse Gabriel (46th District) and Senator Caroline Menjivar (20th District). Connections with the federal bench included a tour with U.S. District Court Judge Maame Ewusi-Mensah Frimpong and CJA Supervising Attorney/Pro Bono Panel Coordinator Lauren Ekanazi Ihrig with subsequent discussions on collaborating with the federal self-help center and Federal Bar Association for future programming.

On the global front, the Library had the honor of hosting a tour sponsored by the International Citizen Diplomacy of Los Angeles office, in coordination with



the United States Department of State-International Visitor Leadership Program. This group included judges, lawyers, and other legal professionals from Albania, Argentina, Armenia, Barbados, Czech Republic, Ecuador, Georgia, Iraq, Jamaica, Moldova, Mongolia, Montenegro, Palestinian Territories, Peoples Republic of China, Poland, Romania, Saudi Arabia, Serbia, South Africa, Thailand, and Uganda.

Room Rentals:

LA Law Library serves as a public space for those wishing to meet and confer with colleagues, hold a training conference, or prepare for a legal case scheduled for trial. The Library's prime location in the center of downtown Los Angeles is comparable to none: proximity to the downtown civil, criminal, and Federal courthouses; centrally located in the heart of city and county government offices; a convenient and short commute by walking, vehicle or public transportation from downtown businesses, embassies, or law firms. The Library can provide secured, ready to use, professional conference and office space for rent. Rental amenities include free Wi-Fi, unlimited computer usage, privacy, access to our copy center, standard Audio/visual capabilities, and free access to Lexis+ or Advance®, Westlaw®, WestlawNext® and other popular exclusive online legal resources. Small conference rooms and a larger Training Center can be rented for daily, short term or hourly rental. Staff can assist with catering for those wishing to rent space for consecutive days, such as helping with a list of nearby restaurants, set up and clean up. There is a discount on rental rates for those participating in the Library's Members Program.

The Library has also been a prime location for law firms wishing to prepare for trial and prepare witnesses when slated for trial at the Stanley Mosk Courthouse. In addition, production companies have rented space for a



staging area when planning special events at Grand Park or other civic center programs.

In the past year, requests for rental space have steadily increased, providing a much-needed funding resource to support programming, facility repairs, and capital improvements.

Capital Projects:

The Library has undergone a remodeling project in the main reading room to include the installation of moveable glass partitions, providing flexibility in creating spaces for a future computer lab and classroom area. Plans include renting these added spaces when not in use for regular programming.

Other facility capital projects included adding two additional offices in the Collection Management Services department, replacement of aging automatic garage doors, and consultations for future modernization to the Library's four hydraulic elevators. Other planned projects include obtaining a seismic retrofit analysis, and upgrading the Library's fire suppression and life and safety systems.

The Library has also embarked on initial efforts to upgrade its internet networking infrastructure, public announcement systems, security camera networks, and alarm systems.

LIBRARY USAGE

LA Law Library provides in-person and remote legal research assistance and instruction to tens of thousands of individuals who need help researching legal issues and accessing the legal system. In Fiscal Year 2024-2025, Reference Librarians responded to 65,967 questions from our patrons. Assistance from Reference Librarians is provided at no cost.

The Library is open to all members of the public, and use of the library materials, including the computers and legal databases, is free. A library card



is needed to access the computers (2-hour limit per day) and to borrow print or digital books. Borrowing of print materials requires a refundable security deposit, while e-books access is available using a free version of our library card.

At the end of Fiscal Year 2024-2025 there were 23,067 library cardholders without borrowing privileges of print materials. At the end of Fiscal Year 2024-2025, there were also 971 persons registered as individual borrowers, including 472 attorneys. This group of borrowers added 31 messengers to their account. In addition, 108 law firm and business borrowers have identified 488 designated borrowers, including attorneys, librarians and messenger services. There are 351 judicial borrowers, 414 government borrowers and 2,512 special promotions borrowers.

The circulation department staff issue library cards, check books in and out, respond to requests for computer sign-ups, place books on hold, handle questions about overdue fines and page materials as needed from the library's closed stack areas. In Fiscal Year 2024-2025, the Circulation desk handled 18,772 requests. Of these requests, 13,555 were at the desk, 250 by email, and 5,217 were by telephone. A total of 952 physical items were placed on hold and 9,455 books were circulated and /or loans renewed. In fiscal year 2024-2025, 4,395 e-books were borrowed by patrons and 331 e-books were placed on hold.

In response to requests for materials and information, LA Law Library provides document delivery and e-delivery services. LA Law Library resumed charging for this service shortly prior to the start of the fiscal year. Requests delivered in fiscal year 2024-2025 totaled 605 and included 17,083 pages. The Copy Center also responded to 3,172 requests, producing 361,126 photocopies.



During Fiscal Year 2024-2025, LA Law Library reference staff fielded 65,697 requests for information. This continued a strong upward trend in the number of questions fielded by staff, roughly double the number of inquiries typically tracked in the years preceding the pandemic. 37,150 were in-person inquiries (an uptick of approximately of 1,000 from the previous year); 21,497 requests were received by phone; 6,423 were email or live-chat; and 353 were letter requests, generally from the incarcerated (an increase over 50% from the prior year in this category). The questions came from a diverse group of users that includes self-represented litigants, attorneys, paralegals, judges, students and the general public. The greatest sources of increase over pre-pandemic years continues to be a large uptick in questions from self-represented patrons referred to us by the Superior Court or Self-Help Centers.

LA Law Library's website (www.lalawlibrary.org) had more than 117,934 visitors in Fiscal Year 2024-25. The average number of daily visits was 309 with an average visit duration of 2:14 minutes. 95.87% of the visitors were from the United States; 4.13% of the visitors were from other countries.

COLLECTION / ACQUISITIONS

Print Materials: During Fiscal Year 2024-25, the Main Library added 4,913 volumes; the Branch locations added 62 volumes. During the same period, the library withdrew 919 volumes and media from the Main Library and 53 volumes from the Branch locations. At the end of Fiscal Year 2024-25, the total number of print volumes in the LA Law Library collection was 708,888. The Main Library held 708,163; the Branch locations held 725.

Non-Print Materials (Other Than Subscription Databases): During Fiscal Year 2024-25, the Main Library added 2 computer discs, and 934 ebooks. Additionally, the Library added 5,171 microfiche to the collection (reflecting a decline in the use of microfilm/microfiche as a commonly-used production



medium). At the end of the Fiscal Year 2024-25, the Library held 8,216 reels of microfilm, 1,440,250 microfiche, 1,084 computer discs, 4,545 ebooks, 213 audio discs, and 132 video/DVDs. The Branch locations do not maintain non-print collections (other than subscription databases).

Volume Equivalents: The volume equivalent of non-print materials available in microform and ebooks is approximately 317,243 volumes. The grand total of volumes and volume equivalents in the LA Law Library collection is 1,026,131 volumes representing 200,650 titles.

Rare Book Collection: As one of the premier public law libraries in the country with a long history of responsible stewardship of a vast collection, LA Law Library acquired a substantial collection of rare and historical material through private donations. This aspect of our collection makes us a unique and valuable resource for academic and historical research throughout the state, country, and the world. Our rare and historical collection includes such treasures as: English common law compilations dating back to the 1300s; centuries old Roman canon, and other religious law; wartime laws from the occupying Allied powers after the fall of Nazi Germany; transcripts of famous historic trials such as the Clarence Darrow bribery case, Daniel Ellsberg Pentagon Papers trial, O.J. Simpson murder trial; laws of the original thirteen colonies and early California; and, one of the only extant collections of North Korean law.

When Haiti was devastated by hurricanes and faced total destruction of its laws, government representatives sought out LA Law Library to replenish copies from our print collection. With one time funding from the State to identify, assess, and preserve these rare books and materials, staff have begun to take additional steps to protect and preserve these fragile gems so we can continue making them accessible to researchers and display notable items for public viewing.



ABA Nationwide Traveling Exhibit: In Fiscal Year 2024-2025 the American Bar Association selected LA Law Library to be the first west coast location to exhibit a nationwide traveling exhibit entitled "Lawyers Without Rights." Based on a book entitled "Lawyers Without Rights: The Fate of Jewish Lawyers in Berlin After 1933," this exhibit focuses on the discrimination, degradation, and defiance of Jewish lawyers in Nazi Germany. The Library had the opportunity to enhance the lessons learned from this historical tragedy by displaying many of the Nazi law books from the Rare Book Collection for the months of April through June 2025.

FUNDING

The great majority of the Law Library's services are free of charge, including in-person access to the highly valuable digital and print collection, reference assistance and borrowing. To cover rising costs of operations, LA Law Library continues to try to develop additional revenue sources including fees for extraordinary library services (such as electronic delivery, room rentals, etc.), professional development and training (such as MCLE classes), and programming focusing on community interests of current events and legal topics.

We are happy that there has been progress this past year in getting a primary source of additional revenue back on track. For the past few years the Library's parking structure on Hill Street has been in disrepair, resulting in a significant loss of outside revenue for the Library. We have retained a structural engineering company to assess the structure, and received a report with a plan to reinforce the top level to make it functional again. Plans for this coming fiscal year include moving forward with the work so that the Library can call upon this very important source of revenue. The Library also remains on the waitlist to participate in a grant program with LADWP to install EV charging



stations in the lower level. Once the structure is repaired and the charging stations are installed, we anticipate much needed funding in the coming fiscal year.

County Law Libraries are funded by a formula established by the Legislature which allocates a small portion of the fees generated from initial civil filings in each county to that county's Law Library. In recent months, civil filing fees continue to fluctuate but seem to be trending upwards. The State Legislature has determined that the fiscal year 25/26 Budget should include backfill funding to offset the lost filing fee revenue from expansion of eligibility for fee waivers for County Law Libraries statewide. A total of \$937,000 will be divided on a pro rata share to all County Law Libraries statewide. Of this amount, LA Law Library will receive its pro rata share of \$231,641 in funding.

GIFTS AND SPECIAL RECOGNITION

Gifts: During the Fiscal Year 2024/2025 many recognized LA Library's critical role by generously donating legal resources and financial support to allow us to continue and grow our programming for the community. In addition to receiving gifts, the Library also refers patrons wishing to donate books to the Books for Prisoners Programs and to the Los Angeles County Public Library.

This year the Library formed a new partnership with SRLN (Self-Represented Litigation Network) with plans to support its web based educational information and articles in the coming years. SRLN consists of a network of judges, lawyers, and allied professionals seeking to create innovative solutions for self-represented litigants so they may have meaningful access to the courts and get the legal help they need. With a donation of \$20,000 dedicated to support the hosting and maintenance of the SRLN link on LA Law Library's website, Library staff will be able to provide a forum for legal professionals to share ideas and create new ways to improve access to justice for self-represented individuals.



Donations of books to the collection from individuals include the following:

- Donated by Kelly Brennan and the Estate of Andrew H. Struve
Commentaries on the Laws of England: In Four Books, 11th Edition by Sir William Blackstone
Law: A Treasury of Art and Literature edited by Sara Robbins
Lawyers of Los Angeles: A History of the Los Angeles Bar Association and of the Bar of Los Angeles County by W.W. Robinson
- Donated by Judge Shannon K. Cooley and the Estate of Judge Eric E. Younger
50 copies of the classic California legal treatise *Younger on California Motions* to be used as gifts for attorneys who provide pro bono services at the library's educational and legal aid programs.

Il Mondo Della Pena: Diario di Un Lungo Viaggio Alla Ricerca di Un Equilibrio Tra Sicurezza e Diritti Dell'uomo (The World of Punishment: Diary of a Long Journey in Search of a Balance Between Security and Human Rights

Special Recognition: The Federal Depository Library Program (FDLP) has recently been converted to a primarily digital program, and only a small number of selected libraries in the country were chosen to continue to preserve printed copies of the most critical publications of United States law. After a rigorous review of best practices among libraries in consideration, the United States Government Publishing Office awarded LA Law Library the prestigious honor of receiving one of only 50 print copies of the Code of Federal Regulations (CFR) in the United States along with other law titles. LA Law Library is only one of three in California (along with California State Library and the University of California, Berkeley) selected to be preservation stewards of these important print copies for the entire nation.



Partnership Study-Los Angeles Superior Court and Stanford Law School

In January 2024, the Superior Court of Los Angeles County launched a groundbreaking new partnership with Stanford Law School's Deborah L. Rhode Center on the Legal Profession and Legal Design Lab to research, design and implement innovative, evidence-based approaches to reduce barriers to participation in the judicial process and to improve access to justice for all court users. This unique partnership between the Court and Stanford's leading legal scholars examined the barriers to full participation across the judicial system.

As the study progressed into the Fiscal Year 2024-2025, the research team focused on case types with high percentages of self-represented litigants, including unlawful detainer (eviction), child support and debt collection actions. LA Law Library was selected as an important link as part of the study. Stanford Law School sent scholars to observe our Tenant Power Toolkit workshop and interview our Reference Librarians to better understand how our patrons depend on the Library to navigate the legal system when faced with nowhere else to turn to for assistance.

A summit was held at the Stanley Mosk Courthouse in early 2025 with various stakeholders and legal organizations. The discussions centered on developing simplified language for Superior Court notifications in unlawful detainer cases. Included in the recommendation was that LA Law Library be specifically identified in the unlawful detainer notice as an available free resource for anyone needing access to legal resources during the court process.



FINANCIAL REPORT



LOS ANGELES COUNTY LAW LIBRARY

Balance Sheet as of Year Ending June 30, 2025
(Provisional and subject to year-end adjustments)

	2025	2024 (audited)
Assets		
Current Assets		
Cash and cash equivalents	17,335,752	16,327,547
Accounts receivable	1,632,228	1,565,721
Prepaid expenses	300,944	362,505
Total current assets	19,268,923	18,255,772
Noncurrent assets		
Restricted cash and cash equivalents	318,470	318,470
Investments	6,720,672	6,379,184
Capital assets, not being depreciated	803,751	749,532
Capital assets, being depreciated - net	14,526,255	14,377,557
SBITA assets net of amortization	594,805	594,805
Total noncurrent assets	22,963,953	22,419,547
Total assets	42,232,876	40,675,320
Deferred Outflow of Resources		
Deferred outflow of resources	3,841,763	3,841,763
Total assets and deferred outflows of resources	46,074,639	44,517,083
Liabilities		
Current Liabilities		
Accounts payable	236,318	160,489
Other liabilities	0	0
Payroll liabilities	18,937	16,566
Total current liabilities	255,255	177,054
Noncurrent liabilities		
Accrued sick and vacation liability	214,988	269,418
Borrowers' deposit	206,608	191,541
OPEB liability	3,694,295	3,564,295
Net pension liability	6,001,413	5,501,413
SBITA liability	593,460	593,460
Total noncurrent liabilities	10,710,764	10,120,127
Total liabilities	10,966,019	10,297,181
Deferred inflows of resources		
Deferred inflows of resources	977,838	977,838
Total liabilities and deferred inflows of resources	11,943,857	11,275,019
Net position		
Invested in capital assets	15,330,006	15,127,088
Unrestricted	18,800,777	18,114,975
Total net position	34,130,782	33,242,063
Total liabilities and deferred inflows of resources and net position	46,074,639	44,517,083



LOS ANGELES COUNTY LAW LIBRARY
Income Statement for the Year Ending June 30, 2025
(Provisional and subject to year-end audit adjustments)

	2025	2024 (audited)
Income		
L.A. Superior Court Fees	9,287,659	8,324,520
Interest	637,965	662,136
Parking	0	0
Library Services	706,890	548,673
Total Income	10,632,514	9,535,329
Expense		
Staff	5,648,459	6,204,313
Electronic Resource Subscriptions (ERS)	702,863	492,079
SBITA interest & amortization expense		241,027
Library Materials	1,947,784	1,881,936
Library Materials Transferred to Assets	-1,947,784	-1,881,936
Facilities	1,157,947	1,135,364
Technology	249,219	207,741
General	116,880	101,267
Professional Development	34,004	27,506
Communications & Marketing	4,676	1,087
Travel & Entertainment	168	204
Professional Services	130,782	79,850
Depreciation	2,271,926	2,305,321
Total Expenses	10,316,924	10,795,759
Net Income	315,590	-1,260,430
Investment Gain (loss)	341,488	307,976
Extraordinary Income	231,641	231,510
Extraordinary Expense	0	0
Net Income Including Extraordinary Items	888,719	-720,944
Capitalized Expenditures	406,325	133,577



LOS ANGELES COUNTY LAW LIBRARY

Statement of Cash Flows as of Year Ending June 30, 2025 (Provisional and subject to year-end audit adjustments)

	2025	2024 (audited)
Cash flows from operating activities		
LA Superior court fees	9,287,659	8,324,520
Parking fees	0	0
Library services	713,530	630,183
(Increase) decrease in accounts receivable	-66,507	130,474
Increase (decrease) in borrowers' deposit	15,067	-11,463
Cash received from filing fees and services	9,949,750	9,073,713
Facilities	-1,157,947	-1,135,364
Technology	-249,219	-207,741
General	-116,880	-101,267
Professional development	-34,004	-27,506
Communications & marketing	-4,676	-1,087
Travel & entertainment	-168	-204
Professional services	-130,782	-79,850
Electronic Resource Subscriptions (ERS)	-702,863	-733,106
(Increase) decrease in prepaid expenses	61,561	-82,982
Increase (decrease) in accounts payable	75,829	-170,217
Increase (decrease) in other liabilities	0	0
Cash payments to suppliers for goods and services	-2,259,148	-2,539,325
Staff (payroll + benefits)	-5,648,459	-6,204,313
Increase (decrease) in payroll liabilities	2,372	5,731
Increase (decrease) in accrued sick and vacation liability	-54,430	-10,207
Increase (decrease) in OPEB liability	130,000	16,492
Increase (decrease) in net pension liability	500,000	439,702
Cash payments to employees for services	-5,070,518	-5,752,595
Contributions received	225,000	150,000
Net cash from operating activities	2,845,084	931,794
Cash flow from capital and related financing activities		
Library materials	-1,947,784	-1,881,936
Fixed assets	-472,840	-133,577
Capital - Work in Progress (WIP)	-54,219	-53,340
Cash flows from investing activities		
Deferred inflows/outflows adjustment	0	526,620
Investment earnings	637,965	662,136
Net cash increase (decrease) in cash and cash equivalents	1,008,205	51,697
Cash and cash equivalents, at beginning of period	16,594,320	16,594,320
Cash and cash equivalents, at end of period	16,646,017	16,646,017



LOS ANGELES COUNTY LAW LIBRARY

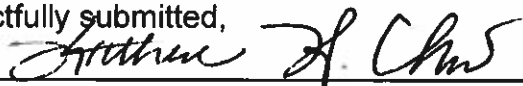
Statement of Cash Flows as of Year Ending June 30, 2025 (Continued)

(Provisional and subject to year-end audit adjustments)

	2025	2024 (audited)
Reconciliation of Operating Income to Net Cash from Operating Activities		
Operating income	-90,734	-1,691,057
Adjustments for noncash effects:		
Depreciation	2,271,926	2,305,321
Extraordinary expense: book write-off		
Changes in operating assets and liabilities:		
(Increase) decrease in accounts receivable	-66,507	130,474
(Increase) decrease in prepaid expenses	61,561	-82,982
Increase (decrease) in accounts payable	75,829	-170,217
Increase (decrease) in other liabilities	0	0
Increase (decrease) in payroll liabilities	2,372	5,731
Increase (decrease) in accrued sick and vacation liability	-54,430	-10,207
Increase (decrease) in borrowers' deposit	15,067	-11,463
Increase (decrease) in OPEB liability	130,000	16,492
Increase (decrease) in net pension liability	500,000	439,702
Impact of GASB 68 adjustments		
Net cash from operating activities	2,845,084	931,794



Respectfully submitted,



Katherine H. Chew

Executive Director & Secretary to the Board of Law Library Trustees

ACKNOWLEDGEMENT

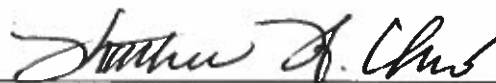
(Seal)

The Los Angeles County Law Library
Board of Trustees desires to acknowledge
the support and assistance given to the Law
Library by the Los Angeles County Board
of Supervisors during the past year.

By order of the Board of
Law Library Trustees of
Los Angeles County
Los Angeles, California



President of the Board of Law Library Trustees



Secretary of the Board of Law Library Trustees

