

# COUNTY OF YOLO

## Woodland, California 95695

### AGENDA FOR MEETING OF THE BOARD OF TRUSTEES

**NOTICE: This agenda can be made available in appropriate alternative formats to persons with a disability.**

**The Yolo County Law Library Board of Trustees will meet on August 26, 2021 at 12:15 pm.**

NOTE: This meeting is being agendized to allow Board Members, staff and the public to participate in the meeting via teleconference, pursuant to the Governor's Executive Order N-29-20 (March 17, 2020). This Order authorizes local legislative bodies to hold public meetings via teleconference and to make public meetings accessible telephonically or electronically to all members of the public. Members of the public are encouraged to observe and participate in the teleconference. Further instructions on how to electronically participate and submit your public comments can be found in the PUBLIC PARTICIPATION note at the end of this Agenda.

**By PC Here or By Phone: (408) 638-0968 Meeting ID: 896 1703 8279**

#### Public Comment

This is the opportunity for members of the public to address the Board on subjects relating to Law Library Board business.

#### Action Items

1. Rollcall
2. Consider Approval of Routine Business
  - a. Approval of minutes (July 29, 2021 meeting)
  - b. Ratification of claims from July-August 2021
3. Financial Report
  - a. Court Distributions:
    - June 2021: \$10,698.95 (funds available 8/12/21)
  - b. Income/expenditure report
4. Director's Report
  - a. FY2022 budget update
  - b. Bar Association survey
  - c. Passport acceptance
  - d. Library website

I declare under penalty of perjury that the foregoing agenda was posted at the Law Library Entrance, 204 4th St, Woodland, CA 95695 as required by law.

By: /s/

If requested, this agenda can be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 and the Federal Rules and Regulations adopted in implementation thereof. Persons seeking an alternative format should contact the Law Librarians for further information. In addition, a person with a disability who requires a modification or accommodation, including auxiliary aids or services, in order to participate in a public meeting should telephone or otherwise contact the Law Librarians as soon as possible and preferably at least 24 hours prior to the meeting. Public documents pertaining to the agenda may be viewed or obtained during regular business hours at the Law Library. The Law Librarian may be reached at telephone number 530-666-8918, or email [law.library@yolocounty.org](mailto:law.library@yolocounty.org) or at the following address: Yolo County Law Library, 204 Fourth Street, Suite A, Woodland, CA 95695

#### PUBLIC PARTICIPATION INSTRUCTIONS:

Based on guidance from the California Department of Public Health and the California Governor's Officer, in order to minimize the spread of the COVID 19 virus, please do the following:

You are strongly encouraged to observe the live stream of the Board Meeting.

By PC: <https://yolocounty.zoom.us/j/89617038279>

Dial by your location: (408) 638-0968

Meeting ID: 896 1703 8279

If you are joining the meeting via zoom and wish to make a comment on an item, press the "raise a hand" button. If you are joining the meeting by phone, press \*9 to indicate a desire to make comment. The chair will call you by name or phone number when it is your turn to comment. Speakers will be limited to 3:00 minutes.

If you choose not to observe the Board meeting but wish to make a comment on a specific agenda item, please submit your comment via email by 5:00 p.m. on the day prior to the Board meeting. Please submit your comment to [hwelton@yolocounty.org](mailto:hwelton@yolocounty.org). Your comment will be placed into the record at the Board meeting.

If you are watching/listening to the live stream of the Board meeting and wish to make either a general public comment or to comment on a specific agenda item as it is being heard, you may also submit your comment, limited to 250 words or less, to [hwelton@yolocounty.org](mailto:hwelton@yolocounty.org). Every effort will be made to read your comment into the record, but some comments may not be read due to time limitations. Comments received after an agenda item will be made part of the record if received prior to the end of the meeting.

[Draft for approval at the August 26, 2021 meeting]  
Yolo County Law Library Board of Trustees  
Minutes of the July 29, 2021 Meeting

The Yolo County Law Library Board of Trustees held a meeting on Thursday, July 29, 2021, scheduled for 12:15 PM, via Zoom online conferencing.

President Welton called the meeting to order at 12:17 PM.

**Present:** Trustees Cortés, Mack, Maguire, Meyer, Welton, Wolk. Staff: Coles

**Absent:** Trustee Blake

There was no public attendance, and no public comment was received.

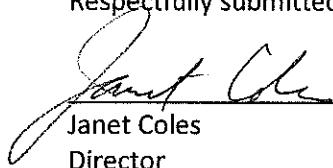
**Action items:**

- 1) **Consider approval of routine business.**
  - a. The minutes of the June 24, 2021 meeting were approved.
  - b. June-July 2021 claims were ratified.
- 2) **Financial report.**
  - a. Court distributions for May 2021 were reported (\$9,326.01).
  - b. The Board approved the Library's 2021-22 budget for a total amount of \$177,015 (\$118,200 for cost center 7001, and \$58,815 for cost center 7002).
- 3) **Director's Report.** Director Coles provided a written report for the Board and discussed portions of it in further depth. The Board agreed that given the new requirement for indoor masking and the Library's inability to monitor that after hours, that the Board would put off considering a reopening for after-hours access for the present. Coles said that the Library would follow a staged approach for bringing up a new website for the Library, and that a home page with basic information about the Library and the Board of Trustees would be available for review and discussion at the next meeting. She also said that she was working with the Bar Association on a survey for its members, to be implemented in September, and that a draft of that survey would be presented to the Board at its next meeting for discussion and approval.

Coles stated that the Library had received official notice that it would have an allotment of \$58,815 from the state for both the 2021-22 and 2022-23 fiscal years. She also brought up the possibility of the Library gaining some additional funding by becoming a passport acceptance center. The Board agreed that this idea had promise and Coles stated that she would investigate more fully and report to the Board at its next meeting.

- 4) **Next meeting.** The next meeting will be held on Thursday, August 26, 2021.
- 5) **Adjournment.** The meeting was adjourned at 12:47 PM.

Respectfully submitted by,

  
\_\_\_\_\_  
Janet Coles  
Director  
Yolo County Law Library

## COUNTY OF YOLO LAW LIBRARY

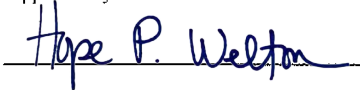
VENDOR NO.	VENDOR NAME	INVOICE NUMBER	INVOICE DATE	ACCOUNTING UNIT				ACCNT#	AMOUNT
				FUND	DEPT#	B/U	C/C		
1 11113	CEB	12145651	7/29/2021	6950	67	6200	7001	501231	\$ 327.17
2 11113	CEB	11025089	7/14/2021	6950	67	6200	7001	501230	\$ 240.90
3 10632	DEMCO	6981222	7/23/2021	6950	67	6200	7001	501110	\$ 62.57
4 10101	LEXIS	2351675K	8/1/2021	6950	67	6200	7001	501230	\$ 751.60
5 10167	RICOH	105182421	7/15/2021	6950	67	6200	7001	501190	\$ 101.03
6 10659	THOMSON REUTERS - WEST	842921822	9/1/2020	6950	67	6200	7001	501231	\$ 2,083.80
7 10659	THOMSON REUTERS - WEST	844782170	8/1/2021	6950	67	6200	7001	501231	\$ 1,992.19
8 10659	THOMSON REUTERS - WEST	844863791	8/4/2021	6950	67	6200	7001	501230	\$ 1,303.03
7001 total									<u>\$ 6,862.29</u>

Prepared By:

Janet Coles

8/12/2021

Approved by the President or Vice President of the Board of Trustees



Dated: 8/12/2021

# Invoice



CEB  
2100 Franklin St. Suite 500  
Oakland California  
94612-3098

CEB | 1-800-232-3444 | [CEB.com](http://CEB.com)

Customer 900876
<b>YOLO COUNTY LAW LIBRARY</b> 204 4TH ST STE A  WOODLAND , California 95695 United States 5306668918  janet.coles@yolocounty.org

Invoice	<b>12145651</b>
Invoice amount	<b>\$327.17</b>
Posted Date	<b>July 29, 2021</b>
Due Date	<b>August 28, 2021</b>
Terms	<b>Net30</b>
Outstanding	<b>\$327.17</b>
Status	<b>Due</b>
PO Number	

Description	Quantity	Unit price	Amount
<b>OnLAW Unlimited</b> Onlaw 2021-2022 Renewal March 2021 - March 2022  <b>All OnLAW Titles (product)</b> July 29, 2021 - August 28, 2021	1	\$327.17	\$327.17

Notes
Terms & Conditions apply and are available for review at <a href="https://www.ceb.com/terms-and-conditions">https://www.ceb.com/terms-and-conditions</a>
Make checks payable to the Regents of University of California. Mail to Continuing Education of the Bar, P.O. Box 741661, Los Angeles, CA 90074-1661

<b>Subtotal</b>	<b>\$327.17</b>
<b>Invoice amount</b>	<b>\$327.17</b>
<b>Payments</b>	<b>\$0.00</b>
<b>Outstanding</b>	<b>\$327.17</b>



University of California  
2100 Franklin Street, Suite 500, Oakland, CA 94612-3098  
Customer Service: 1-800-232-3444    ceb.com

**Bill To**    900876  
  
YOLO COUNTY LAW LIBRARY  
ATTN LAW LIBRARIAN  
204 4TH ST STE A  
WOODLAND                    CA 95695

**Ship To**    900876  
  
YOLO COUNTY LAW LIBRARY  
ATTN LAW LIBRARIAN  
204 4TH ST STE A  
WOODLAND                    CA 95695

CEB Trans. No.    11025089                    Invoice No. 11025089                    Order Date    07/14/21                    P. O. No.                    PAGE 1 OF 1

Line	Product Number	Description	Qty.	Price	Total
1	ES33526	CA CONSERVATORSHIP PRACTICE UP 5/20	1	215.69	215.69
				SUBTOTAL	215.69
				TAX AT 8.00 PERCENT	17.26
				SHIPPING CHARGE	7.95
				AMOUNT NOW DUE	240.90

**Method of Payment**

**Credit card** – Available online at [ceb.com/Account](http://ceb.com/Account) or by calling **Customer Service at 800-232-3444**.

**Check** – Make checks payable to **The Regents of the University of California**. Please write your account number(s) on your check.  
Send check to: **Continuing Education of the Bar, P.O. Box 741661, Los Angeles, CA 90074-1661**.

Thank you.



P.O. Box 8048 | Madison, WI 53708-8048

Invoice

Invoice Number: 6981222  
Invoice Date: 7/23/21  
Reference Number: 12030397  
Bid/Contract:

Page 1

Billing Customer: 710554408

Shipping Customer: 811648578

YOLO COUNTY LAW LIBRARY  
204 4TH ST STE A  
WOODLAND CA 95695

JANET COLES  
YOLO COUNTY LAW LIBRARY  
204 4TH ST STE A

WOODLAND CA 95695-3502

Ordered By: Janet Coles  
Purchase Order:

Product	Qty	UOM	Description	Unit Price	Extended
The following products are shipped:					
13403990	1	BOX	Glossy Label Protectors UV Inhibitors 2" x 3" 500/Roll	47.99	47.99
Subtotal					47.99
Shipping and Handling					9.95
Tax amount					4.63
Total					62.57

Terms: Net 30 days, Freight Prepaid and Added

Federal I.D. number: 39-1311089

Invoice Number: 6981222  
Invoice Date: 7/23/21  
Reference Number: 12030397  
Purchase Order:  
Billing Customer: 710554408

Payment due on or before 08/22/21  
Total 62.57  
Customer Service Phone: 1-800-962-4463  
Questions on Billing: 1-800-752-7614  
email: [billing@demco.com](mailto:billing@demco.com)

Remit payment to: PO Box 8048, Madison, WI 53708-8048  
For additional questions go to [www.demco.com](http://www.demco.com)





**Invoice #** 2351675K    **Invoice Date** 08-01-21    **PO#**    **Order Date** 01-04-21    **Acct Mgr** 115    **Payment Terms** 30 Days    **Ship Method**

BILL TO ACCOUNT # : 0011141400

SHIP TO ACCOUNT # : 0011141400

YOLO COUNTY LAW LIBRARY  
ANNETTE HEATH  
204 4TH ST STE A  
WOODLAND CA 95695

YOLO COUNTY LAW LIBRARY  
ANNETTE HEATH  
204 4TH ST STE A  
WOODLAND CA 95695

INVOICE									
Qty	ISBN	Price	# of Licenses	License Fees	Discount Amount	Net Amount	SAH	Tax	Extended Price
1	9780820553276	3590.00				3590.00	459.40		4049.40
Current Billing Period: 09-20 08-21 CA FORMS OF PLEADING & PRACTICE FULL SET W/SERVICE									
*Future Billing Schedule:									
	09-21 - 08-22:	3734.00							
	09-22 - 08-23:	3883.00							
1	9780820511870	4596.00				4596.00	373.03		4969.03
Current Billing Period: 09-20 08-21 CA LEGAL FORMS TRANSACTION GUIDE FULL SET W/SVC									
*Future Billing Schedule:									
	09-21 - 08-22:	4780.00							
	09-22 - 08-23:	4971.00							
		8186.00				8186.00	832.43		9018.43
		Payment	12	Amount Due		751.60			

CALL YOUR ACCT MGR, GERALD WOLFE, AT 1-937-247-8190 FOR INFO ABOUT OUR PUBLICATIONS  
Some prices reflected in this Order are contingent on you maintaining all of your existing subscript accounts with LN and its affiliates; if any such existing business is cancelled by you, LN may modify prices to reduce or eliminate any related discounts.

**MAKE CHECK PAYABLE TO :**

Matthew Bender & Co., Inc.  
28544 Network Place  
Chicago, IL 60673-1285

To Change Address Or If Paying By Credit  
Please note On Reverse

INVOICE	#2351675K
PO#	
AMOUNT DUE \$	751.60
AMOUNT ENCLOSED	



**PLEASE RETURN THIS REMITTANCE PORTION WITH YOUR PAYMENT**

ACCOUNT NUMBER **1584884-1030470USC**

PLEASE REFER TO ACCOUNT NUMBER  
ON ALL INQUIRIES  
PLEASE DO NOT STAPLE OR FOLD THIS PORTION



7A J

DUPLICATE DATE	08/03/2021
INVOICE DATE	07/15/2021
INVOICE NUMBER	105182421
AMOUNT DUE	\$101.03
AMOUNT PAID	

B  
I T YOLO COUNTY OF  
L O ATTN: ACCOUNTS PAYABLE  
L 204 4TH ST STE A  
WOODLAND CA 95695-3502

R  
E T RICOH USA, INC.  
M O PO BOX 650073  
I O DALLAS TX 75265-0073  
T



01 0000000015848849 0001051824211 0000000000101030

**RICOH**

Ricoh USA, Inc.

To avoid late charges, all payments must be received by the due date. Late charges will be added to your invoice consistent with the terms and conditions of your contract.

INVOICE NUMBER	105182421
INVOICE DATE	07/15/2021
DUPLICATE DATE	08/03/2021

ACCOUNT NUMBER **1584884-1030470USC** 7A J

For billing inquiries, please call Customer Service at the number printed below. Please refer to your account number on all inquiries.

YOLO COUNTY OF  
I T ATTN: ACCOUNTS PAYABLE  
L O 204 4TH ST STE A  
L WOODLAND CA 95695-3502

PLEASE CALL 1-800-595-1011 FOR ACCOUNT INQUIRIES

DESCRIPTION	CURRENT CHARGES	TOTALS
PREVIOUS BALANCE		\$8.26CR
RENEWAL	96.74	
MODEL : MP2554SP SERIAL: C86179278		
METER FROM: 06/01/2021 TO : 07/01/2021		
METER BEG.: 56,916 END : 57,416		
ADDITIONAL IMAGES 500 @ \$0.00890	4.45	
STATE TAX	6.07	
COUNTY TAX	1.27	
DISTRICT TAX	.76	109.29
MP2554SP C86179278		
CURRENT BILLING PERIOD: 07/03/2021 - 08/02/2021		
BEGIN SERVICING YOUR RICOH ACCOUNT ONLINE AT: WWW.GETMYACCOUNTS.COM -YOU WILL NEED YOUR FULL ACCOUNT NUMBER TO REGISTER -OBTAIN YOUR INVOICE, PAY HISTORY, AND MORE -ELECTRONICALLY MAKE PAYMENTS, SETUP AUTO-PAY		

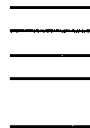
CURRENT	30 DAYS	60 DAYS	90 DAYS	THANK YOU FOR YOUR PROMPT PAYMENT	AMOUNT DUE
101.03	0.00	0.00	0.00		\$101.03



THOMSON REUTERS

ACCT# 1003332674

YOLO COUNTY LAW LIBRARY  
PATRON ACCESS ACCOUNT  
204 4TH ST STE A  
WOODLAND CA 95695-3502



INVOICE # 842921822	WEST INFORMATION CHARGES INVOICE AUG 01, 2020 - AUG 31, 2020		PAGE 1
DESCRIPTION	CHARGE IN USD	TAX IN USD	TOTAL CHARGE IN USD
WEST INFORMATION CHARGES	2,083.80	0.00	2,083.80

**IMPORTANT NEWS**

NEW RESOURCE AVAILABLE: Find information on how to read your invoice and other commonly asked billing questions under the Billing, payment, returns & refunds section online at [legal.thomsonreuters.com/en/support](http://legal.thomsonreuters.com/en/support).

**FOR BILLING INFORMATION CALL**

1-800-328-4880

1000800651

A

**RETURN BOTTOM PORTION WITH PAYMENT**

INVOICE # 842921822  
 INVOICE DATE 09/01/2020  
 ACCOUNT # 1003332674  
 VENDOR # 41-1426973  
 VAT REG# EU826006554

WEST INFORMATION CHARGES  
 AUG 01, 2020 - AUG 31, 2020

AMOUNT DUE IN USD **2,083.80**  
 DUE DATE **10/01/2020**  
 AMOUNT ENCLOSED IN USD \_\_\_\_\_

Thomson Reuters - West  
 Payment Center  
 P.O. Box 6292  
 Carol Stream, IL 60197-6292

YOLO COUNTY LAW LIBRARY  
 PATRON ACCESS ACCOUNT  
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 WOODLAND CA 95695-3502

YOLO COUNTY LAW LIBRARY  
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INVOICE # 842921822	<b>BILLING SUMMARY</b>	<b>PAGE</b>
POSTING # 6137055376	AUG 01, 2020 - AUG 31, 2020	1

DESCRIPTION	UNITS	CHARGE IN USD	TAX IN USD	TOTAL CHARGE IN USD
<b>DETAIL OF CHARGES</b>				
<b>WEST PROFLEX (61859)</b>				
MONTHLY CHARGES				
DATABASE CHARGES		2,083.80	0.00	2,083.80
TOTAL MONTHLY CHARGES		2,083.80S	0.00S	2,083.80S
<b>TOTAL WEST PROFLEX (61859) CHARGES</b>		<b>2,083.80SG</b>	<b>0.00SG</b>	<b>2,083.80SG</b>
<b>TOTAL DETAIL OF CHARGES</b>		<b>2,083.80SG</b>	<b>0.00SG</b>	<b>2,083.80SG</b>
<b>TOTAL WEST INFORMATION CHARGES</b>		<b>2,083.80G</b>	<b>0.00G</b>	<b>2,083.80G</b>

YOLO COUNTY LAW LIBRARY



Thomson Reuters  
West Publishing Corporation  
610 Opperman Drive  
Eagan MN 55123-1396

Invoice #: 844782170  
Account #: 1003332674  
Invoice date: August 1, 2021  
Purchase order #:



8951 2 MB 0.450 E0115X I0571 D7919647999 S2 P8436227 0001:0005



YOLO COUNTY LAW LIBRARY  
PATRON ACCESS ACCOUNT  
204 4TH ST STE A  
WOODLAND CA 95695-3502

Total Due in USD  
**1,992.19**  
Payment Due by  
**August 31, 2021**

Summary	Charge USD	Tax USD	Total USD
ONLINE/SOFTWARE SUBSCRIPTION CHARGES	1,992.19	0.00	1,992.19
<b>TOTAL INVOICE AMOUNT</b>	<b>1,992.19</b>	<b>0.00</b>	<b>1,992.19</b>

**Billing Note**

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To manage your account sign up at MyAccount: <http://myaccount.tr.com/westlaw>  
For online support contact us at <http://legal.thomsonreuters.com/en/support>

1000800651 A

**Include this portion with your payment - Folding and stapling may delay your payment.**

**YOLO COUNTY LAW LIBRARY**

Invoice #: 844782170  
Account #: 1003332674  
Invoice date: August 1, 2021  
Federal Tax ID: 41-1426973  
VAT reg #: EU372021573/GB369490158

**Pay online:**

Log on to <http://myaccount.tr.com/westlaw> to make the payment electronically. Set up your payment to be withdrawn electronically using direct debit or credit card.

Invoice due date: August 31, 2021  
Amount due in USD: 1,992.19

**Please make checks payable to:**

Thomson Reuters - West  
Payment Center  
P.O. Box 6292  
Carol Stream, IL 60197-6292

Amount enclosed: \_\_\_\_\_

0001:0005

0844782170 000000000000000000000000 20210801 ZCPG 000199219 0010 1003332674 0



## Self-service online resources

<http://myaccount.tr.com/westlaw>

- Manage payments online and review account balances
- Update addresses and review order status
- View and download invoice details
- Manage online users' access

<http://www.quickview.com>

- Obtain free usage reporting for cost recovery
- Obtain eDiscovery matter details

<http://ebilling.thomsonreuters.com>

- Go Green with eInvoicing for time savings and convenience

<https://mytr.thomsonreuters.com/content/MYTR/autopay.html>

- Easily and quickly enroll in our Autopay program
- Easily make updates after setup



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- If you are not completely satisfied with the products you purchase from West (Thomson Reuters), you may return them. In order to receive credit, returns must be received within 45 days of the ship date. If a return is received after 45 days, we regret that we cannot issue a refund or send the merchandise back to you. The ship date can be found online at My Account (<http://myaccount.tr.com/westlaw>).
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- To ensure accurate processing, simply return merchandise in its original packaging via a trackable shipping method and insure the merchandise for its value. Always enclose a copy of the original delivery or billing document and include a brief explanation of the reason for the return. All expenses associated with returns are the responsibility of the customer. Customers will forfeit any applicable discounts when returning part of a promotional sale. To verify our receipt of your return and any credit applied, access the Returns History section in My Account (<http://myaccount.tr.com/westlaw>).
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 111 West Monroe Street, 9th Floor West, Chicago IL 60603  
 Bank Routing #: 071000288  
 Bank Account #: 4445615  
 SWIFT Code: HATRUS44

Electronic payment details for other currencies

<http://legal.tr.com/electronic-funds-transfer>



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<https://legal.thomsonreuters.com/en/support>

- Provides answers to commonly asked questions and web forms for submitting account-related requests



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### Canadian registration numbers

Canada GST/HST: 13641 8480 RT0001  
 British Columbia PST: PST-1000-4632  
 Quebec QST: 1021623993 TQ001  
 Saskatchewan PST: 1895663

### VAT Reg Numbers

EU372021573  
 GB369490158

### Federal Tax ID

41-1426973

# Invoice

YOLO COUNTY LAW LIBRARY



THOMSON REUTERS®

Thomson Reuters  
West Publishing Corporation  
610 Opperman Drive  
Eagan MN 55123-1396

Invoice #: 844782170  
Account #: 1003332674  
Invoice date: August 1, 2021  
Purchase order #:



## Account location detail

Product Detail	Units	Charge USD	Tax USD	Total USD
<b>1003332674</b>				
Reference # 6143140034 YOLO COUNTY LAW LIBRARY PATRON ACCESS ACCOUNT 204 4TH ST STE A WOODLAND CA 95695-3502				
<b>Online/Software Subscription Charges</b>				
July 1, 2021 - July 31, 2021 WEST PROFLEX (Unique Identifier 0000154415) DATABASE CHARGES				
		1,992.19	0.00	1,992.19
				<b>Online/Software Subscription Charges Total USD</b>
				<b>1,992.19</b>
				<b>Location Total USD</b>
				<b>1,992.19</b>
<b>1003332674</b>				
Reference # 6143146300 YOLO COUNTY LAW LIBRARY PATRON ACCESS ACCOUNT 204 4TH ST STE A WOODLAND CA 95695-3502				
<b>Online/Software Subscription Charges</b>				
July 1, 2021 - July 31, 2021 WEST PROFLEX (Unique Identifier 0000154415) DATABASE CHARGES				
		0.00	0.00	0.00
				<b>Online/Software Subscription Charges Total USD</b>
				<b>0.00</b>
				<b>Location Total USD</b>
				<b>0.00</b>
				<b>Total USD</b>
				<b>1,992.19</b>

## YOLO COUNTY LAW LIBRARY



Thomson Reuters  
West Publishing Corporation  
610 Opperman Drive  
Eagan MN 55123-1396



## Monthly account summary

Account #: 1003332674

### Charges cleared between July 2, 2021 and August 1, 2021

Document date	Document #	Description	Amount USD	Notes
07/01/2021	0844617874	Invoice	1,992.19	
07/27/2021	009579577	Payment Received	-1,992.19	PAYMENT RECEIVED - THANK YOU

### Open charges as of August 1, 2021

Document date	Document #	Description	Amount USD	Notes	Due Date
09/01/2020	0842921822	Invoice	2,083.80		10/01/2020
11/01/2020	6138175443	Payment Received Partial Balance	1,211.75	+ WN PRO PATRON ACCESS STATE ANLY SEAT	12/01/2020
08/01/2021	0844782170	Invoice	1,992.19		08/31/2021

Open charges in USD as of August 1, 2021 **5,287.74**

The Monthly account summary is a comprehensive report of all account activity for the current subscription billing period. Payments made within the last 48 hours may not be included. Go to <http://myaccount.tr.com/westlaw> if more details are needed around these invoices or payments.

8951 2 MB 0.450 E0115X I0574 D7919647999 S2 P8436227 0004:0005

If you have questions about your outstanding balance, please contact our Accounts Receivable department by calling 1-800-522-0552 and select account information.

# Subscription Invoice



Thomson Reuters  
West Publishing Corporation  
610 Opperman Drive  
Eagan MN 55123-1396

YOLO COUNTY LAW  
LIBRARY

Invoice #: 844863791  
Account #: 1000800651  
Invoice date: August 4, 2021

YOLO COUNTY LAW LIBRARY  
204 4TH ST STE A  
WOODLAND, CA 95695-3502

Total Due in USD  
**1,303.03**  
Payment Due  
September 3, 2021

Summary	Charge USD	Tax total USD	Total USD
LIBRARY PLAN CHARGES	157.13	12.57	169.70
SUBSCRIPTION PRODUCT CHARGES	1,049.35	83.98	1,133.33
<b>TOTAL INVOICE AMOUNT</b>	<b>1,206.48</b>	<b>96.55</b>	<b>1,303.03</b>

**Billing note:**

NEW RESOURCE AVAILABLE: Find information on how to read your invoice and other commonly asked billing questions under the Billing, payment, returns & refunds section online at [legal.thomsonreuters.com/en/support](http://legal.thomsonreuters.com/en/support).

**Self-Service online resources**

Sign up for E-delivery of invoices at: <http://ebilling.thomsonreuters.com>  
To manage your account sign up at MyAccount: <http://myaccount.tr.com/westlaw>  
For online support contact us at: <http://legal.thomsonreuters.com/en/support>

A

**Include this portion with your payment-Folding and stapling may delay your payment**

**YOLO COUNTY LAW LIBRARY**

Invoice #: 844863791  
Invoice date: August 4, 2021  
Account #: 1000800651  
Federal Tax ID: 41-1426973  
VAT reg #: EU372021573/GB369490158

**Pay online:**

Log on to <http://myaccount.tr.com/westlaw> to make the payment electronically. Set up your payment to be withdrawn electronically using direct debit or credit card.

Invoice due date: September 3, 2021  
Amount due in USD: 1,303.03

**Please make checks payable to:**

Thomson Reuters - West  
Payment Center  
P.O. Box 6292  
Carol Stream, IL 60197-6292

Amount enclosed \_\_\_\_\_

0844863791 000000000000000000000000 20210804 ZCMI 000130303 0010 1000800651 4





## Self-service online resources

### <http://myaccount.tr.com/westlaw>

- Manage payments online and review account balances
- Sign up for automatic payments
- Update addresses and review order status
- Go Green and sign up for eInvoicing
- View and download invoice details
- Manage online users' access
- Usage reports powered by Quickview+

### <http://www.quickview.com>

- Obtain free usage reporting for cost recovery
- Obtain eDiscovery matter details

### <http://ebilling.thomsonreuters.com>

- Go Green with eInvoicing for time savings and convenience

### <https://mytr.thomsonreuters.com/content/MYTR/autopay.html>

- Easily and quickly enroll in our Autopay program
- Easily make updates after setup

## Thomson Reuters tax information

### Canadian registration numbers

Canada GST/HST: 13641 8480 RT0001  
 British Columbia PST: PST-1000-4632  
 Quebec QST: 1021623993 TQ001  
 Saskatchewan PST: 1895663

### Federal Tax ID

41-1426973

### VAT Reg Numbers

EU372021573  
 GB369490158

## Contact us online

### <https://legal.thomsonreuters.com/en/support>

- Provides answers to commonly asked questions and web forms for submitting account-related requests

## Return policy

- If you are not completely satisfied with the products you purchase from West (Thomson Reuters), you may return them. In order to receive credit, returns must be received within 45 days of the ship date. If a return is received after 45 days, we regret that we cannot issue a refund or send the merchandise back to you. The ship date can be found online at My Account (<http://myaccount.tr.com/westlaw>).
- Please note that products included within programs such as, but not limited to, Library Maintenance Agreement/Library Management Arrangement, Library Savings Plan, West Complete, Assured Print Pricing, WestPack, and Special Offer agreements cannot be separately cancelled or returned and are nonrefundable. These programs provide our most favorable terms, and titles within these programs are not eligible for refund.
- To ensure accurate processing, simply return merchandise in its original packaging via a trackable shipping method and insure the merchandise for its value. Always enclose a copy of the original delivery or billing document and include a brief explanation of the reason for the return. All expenses associated with returns are the responsibility of the customer. Customers will forfeit any applicable discounts when returning part of a promotional sale. To verify our receipt of your return and any credit applied, access the Returns History section in My Account (<http://myaccount.tr.com/westlaw>).
- The return policy does not apply to online, hosted, software, or Thomson Reuters ProView® eBook products. Please refer to your order form.

## Payment options and terms

Include your invoice number to assist with applying your payment or email the remittance to [west.arpaymentcenter@thomsonreuters.com](mailto:west.arpaymentcenter@thomsonreuters.com)

### Pay Online

To make a payment online or sign up for Autopay, please visit <http://myaccount.tr.com/westlaw>

### Electronic payments in US currency should be issued to

West Publishing Corporation  
 BMO Harris Bank N.A.,  
 111 West Monroe Street, 9th Floor West, Chicago IL 60603  
 Bank Routing #: 071000288  
 Bank Account #: 4445615  
 SWIFT Code: HATRUS44

Electronic payment details for other currencies  
<http://legal.tr.com/electronic-funds-transfer>

### Pay via Phone

To make a payment via telephone, please call 1-800-328-4880  
 Say "Account Services", then provide account number, say "make a payment."

### Check

Check payments should be mailed to the address on the front of invoice in the remittance section. To ensure timely application, return the remittance portion with your check payment.

- Terms: Net 30; products are shipped FOB shipping point
- Please do not enclose cash or additional correspondence
- Payments marked "paid in full," or with any other restrictive language, shall not operate as an accord and satisfaction without the prior written approval of West (Thomson Reuters).

# Subscription Invoice



Thomson Reuters  
 West Publishing Corporation  
 610 Opperman Drive  
 Eagan MN 55123-1396

YOLO COUNTY LAW  
 LIBRARY

Invoice #: 844863791  
 Account #: 1000800651  
 Invoice date: August 4, 2021

## Library Plan Charges

Product Detail	Reference #	Quantity	Unit Price USD	Charge Price USD	Tax USD	Total USD
1000800651 YOLO COUNTY LAW LIBRARY 204 4TH ST STE A WOODLAND CA 95695-3502  Ship/Post date: August 1 August 1, 2021 - August 31, 2021						
WEST COMPLETE LIBRARY SUB	6143217995					
(Unique identifier 0000716553)						
BOOKS & BOUND VOLUMES				146.19	11.69	157.88
TANGIBLE PERSONAL PROP.				10.94	0.88	11.82
<b>Subtotal</b>				<b>157.13</b>	<b>12.57</b>	<b>169.70</b>

Library Plan Charges Total USD  
**169.70**

## Subscription Product Charges

Product Detail	Reference #	Quantity	Unit Price USD	Charge Price USD	Tax USD	Total USD
1000800651 YOLO COUNTY LAW LIBRARY 204 4TH ST STE A WOODLAND CA 95695-3502  Ship/Post date: August 1 August 1, 2021 - August 31, 2021						
CA CRIMINAL LAW SUB	6142920807	1	27.99	27.99	2.24	30.23
Ship/Post date: August 1 August 1, 2021 - August 31, 2021						
TRG CA MOTIONS IN LIMINE SUB	6142922109	1	19.00	19.00	1.52	20.52

# Subscription Invoice



Thomson Reuters  
West Publishing Corporation  
610 Opperman Drive  
Eagan MN 55123-1396

YOLO COUNTY LAW  
LIBRARY

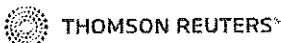
Invoice #: 844863791  
Account #: 1000800651  
Invoice date: August 4, 2021

## Subscription Product Charges continued

Product Detail	Reference #	Quantity	Unit Price USD	Charge Price USD	Tax USD	Total USD
Ship/Post date: August 1 August 1, 2021 - August 31, 2021						
TRG CA PRACTICE GUIDE BANKRUPTCY SUB	6142922112	1	63.96	63.96	5.12	69.08
Ship/Post date: August 1 August 1, 2021 - August 31, 2021						
TRG CA PRACTICE GUIDE CIVIL APPEALS AND WRITS CH 1-16 TABLES AND INDEX SUB	6142922113	1	43.97	43.97	3.52	47.49
Ship/Post date: August 1 August 1, 2021 - August 31, 2021						
TRG CA PRACTICE GUIDE CIVIL PROCEDURE TRIAL FORMS SUB	6142922116	1	24.98	24.98	2.00	26.98
Ship/Post date: August 1 August 1, 2021 - August 31, 2021						
TRG CA PRACTICE GUIDE CIVIL PROCEDURE BEFORE TRIAL STATUTES OF LIMITATION SUB	6142922118	1	23.99	23.99	1.92	25.91
Ship/Post date: August 1 August 1, 2021 - August 31, 2021						
TRG CA PRACTICE GUIDE CIVIL PROCEDURE BEFORE TRIAL CH 1-14 TABLES AND INDEX SUB	6142922120	1	53.97	53.97	4.32	58.29
Ship/Post date: August 1 August 1, 2021 - August 31, 2021						
TRG CA PRACTICE GUIDE CIVIL TRIALS AND EVIDENCE CH 1-18 TABLES AND INDEX SUB	6142922122	1	53.97	53.97	4.32	58.29

Continued on next page

# Subscription Invoice



Thomson Reuters  
West Publishing Corporation  
610 Opperman Drive  
Eagan MN 55123-1396

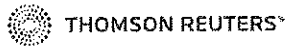
YOLO COUNTY LAW  
LIBRARY

Invoice #: 844863791  
Account #: 1000800651  
Invoice date: August 4, 2021

## Subscription Product Charges continued

Product Detail	Reference #	Quantity	Unit Price USD	Charge Price USD	Tax USD	Total USD
Ship/Post date: August 1 August 1, 2021 - August 31, 2021						
TRG CA PRACTICE GUIDE CORPORATIONS CH 1-8 TABLES AND INDEX SUB	6142922124	1	38.97	38.97	3.12	42.09
Ship/Post date: August 1 August 1, 2021 - August 31, 2021						
TRG CA PRACTICE GUIDE FAMILY LAW FORMS SUB	6142922127	1	24.98	24.98	2.00	26.98
Ship/Post date: August 1 August 1, 2021 - August 31, 2021						
CA TRANSACTIONS FORMS FAMILY LAW SUB	6142922128	1	111.92	111.92	8.95	120.87
Ship/Post date: August 1 August 1, 2021 - August 31, 2021						
TRG CA PRACTICE INSURANCE LITIGATION SUB	6142922131	1	53.97	53.97	4.32	58.29
Ship/Post date: August 1 August 1, 2021 - August 31, 2021						
TRG CA PRACTICE GUIDE PERSONAL INJURY CH 1-10 TABLES AND INDEX SUB	6142922133	1	53.97	53.97	4.32	58.29
Ship/Post date: August 1 August 1, 2021 - August 31, 2021						
TRG FEDERAL CIVIL PROCEDURE TRIAL SUB	6142922135	1	53.97	53.97	4.32	58.29
Ship/Post date: August 1 August 1, 2021 - August 31, 2021						

# Subscription Invoice



Thomson Reuters  
West Publishing Corporation  
610 Opperman Drive  
Eagan MN 55123-1396

YOLO COUNTY LAW  
LIBRARY

Invoice #: 844863791  
Account #: 1000800651  
Invoice date: August 4, 2021

## Subscription Product Charges continued

Product Detail	Reference #	Quantity	Unit Price USD	Charge Price USD	Tax USD	Total USD
MILLER AND STARR CA REAL ESTATE FORMS SUB	6142922137	1	60.95	60.95	4.88	65.83
Ship/Post date: August 1 August 1, 2021 - August 31, 2021						
MILLER AND STARR CA REAL ESTATE DIGEST SUB	6142922140	1	34.98	34.98	2.80	37.78
Ship/Post date: August 1 August 1, 2021 - August 31, 2021						
MILLER AND STARR CA REAL ESTATE SUB	6142922143	1	177.89	177.89	14.23	192.12
Ship/Post date: August 1 August 1, 2021 - August 31, 2021						
TRG FEDERAL 9TH CIRCUIT APPELLATE PRACTICE LOOSELEAF CHAPTERS 1-7 AND CHAPTERS 8-14 TABLES AND INDEX SUB	6142922144	1	46.97	46.97	3.76	50.73
Ship/Post date: August 1 August 1, 2021 - August 31, 2021						
TRG FEDERAL CIVIL TRIALS AND EVIDENCE SUB	6142922146	1	53.97	53.97	4.32	58.29
Ship/Post date: August 1 August 1, 2021 - August 31, 2021						
TRG SEX CRIMES:CA LAW AND PROCEDURE SUB	6142922148	1	24.98	24.98	2.00	26.98

Subscription Product Charges Total USD  
**1,133.33**



Thomson Reuters  
West Publishing Corporation  
610 Opperman Drive  
Eagan MN 55123-1396

YOLO COUNTY LAW  
LIBRARY

# Monthly Account Summary

Account #: 1000800651

## Cleared Charges within July 5, 2021 to August 4, 2021

Document date	Document #	Description	Amount USD	Notes
07/27/2021	009579577	Payment Received	-1,303.03	PAYMENT RECEIVED - THANK YOU
07/04/2021	0844701119	Subscription Invoice	1,303.03	

## Open Balance Through August 4, 2021

Document date	Document #	Description	Amount USD	Notes	Due Date
08/04/2021	0844863791	Subscription Invoice	1,303.03		09/03/2021

Open Balance in USD as of August 4, 2021 **1,303.03**

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The Monthly Account Summary is a comprehensive report of all account activity for the current subscription billing period. Payments made within the last 48 hours may not be included. Go to <http://myaccount.tr.com/westlaw> if more details are needed around these invoices and payments.

If you have questions about your outstanding balance, please contact our Account Receivable area by calling 1-800-522-0552 and select account information.

Item 3b

GL293 Date 08/23/21  
 Page 1  
 Time 11:49

Company 1000 - YOLO COUNTY

USD

Income & Expenditure Statement  
 For Period 1 Through 2 Ending August 31, 2021

Fiscal Year 2022

6950-0067-06200-7001  
YOLOCOUNTY

69506762007001 LAW LIBRARY

Account Nbr Period	Description Last Year To Date	Period Amount	Year To Date	Last Year
<u>NETFUND/POST</u>	NET FUND BALANCE			
<u>REVENUES</u>	REVENUES			
<u>REVUSEMONEY</u>	REVENUE FROM USE OF MONEY AND			
400705-0000	GASB 31 FMV - DFS ONLY	0.00	0.00	
2,698.00	2,698.00			
	Total REVENUE FROM USE OF MONE	0.00	0.00	
2,698.00	2,698.00			
<u>CHG FOR SVCS</u>	CHARGES FOR SERVICES			
403130-0000	COURT FEES AND COSTS	20,024.96-	20,024.96-	
0.00	0.00			
	Total CHARGES FOR SERVICES	20,024.96-	20,024.96-	
0.00	0.00			
	Total REVENUES	20,024.96-	20,024.96-	
2,698.00	2,698.00			
<u>EXPENDITURES</u>	EXPENDITURES			
<u>SALARY&amp;BEN</u>	SALARIES AND EMPLOYEE BENEFITS			
<u>SALARY&amp;WAGES</u>	SALARY AND WAGES			
500110-0000	EXTRA HELP	6,127.00	6,127.00	
634.00	634.00			
	Total SALARY AND WAGES	6,127.00	6,127.00	
634.00	634.00			
<u>EMPBENEFITS</u>	EMPLOYEE BENEFITS			
500320-0000	OASDI	379.88	379.88	
39.30	39.30			
500330-0000	FICA/MEDICARE	88.84	88.84	
9.19	9.19			

48.49	Total EMPLOYEE BENEFITS	<u>468.72</u>	<u>468.72</u>
48.49	48.49		
682.49	Total SALARIES AND EMPLOYEE BE	<u>6,595.72</u>	<u>6,595.72</u>
682.49	682.49		
<u>SERVSUPPLIES</u>	SERVICES AND SUPPLIES		
501020-0000	COMMUNICATIONS	<u>0.00</u>	<u>0.00</u>
105.76	105.76		
501110-0000	OFFICE EXPENSE	<u>62.57</u>	<u>62.57</u>
0.00	0.00		
501190-0000	RENTS AND LEASES - EQUIPMENT	<u>101.03</u>	<u>101.03</u>
104.84	104.84		
501230-0000	SPEC DPT EXP-CIRC LIB BKS&PERI	<u>4,350.09</u>	<u>4,350.09</u>
1,544.70	1,544.70		
501231-0000	SPEC DPT EXP-OLINE LIB BKS&PERI	<u>6,722.52</u>	<u>6,722.52</u>
2,083.80	2,083.80		
3,839.10	Total SERVICES AND SUPPLIES	<u>11,236.21</u>	<u>11,236.21</u>
3,839.10	3,839.10		
4,521.59	Total EXPENDITURES	<u>17,831.93</u>	<u>17,831.93</u>
4,521.59	4,521.59		
7,219.59	Total NET FUND BALANCE	<u>2,193.03-</u>	<u>2,193.03-</u>
7,219.59	7,219.59		



Item 4B

1. How many times have you used the Yolo County Law Library in the past five years?

Less than once per year

Once or twice per year

3-4 times per year

5-6 times per year

More than 6 times per year

I have not used the library in the past five years

Other/comment \_\_\_\_\_

2. If/when you visit the library, what resources and services do you use?

Print collection (specify)

CEB OnLAW

Westlaw

Internet

Computer/printer

Photocopier

Conference room

Reference services

Other/comment \_\_\_\_\_

3. What keeps you from using the library, or using it more often (check all that apply)?

Library hours (please note which hours would work better for you in the comment area)

Library location

Collections not what I need

Services not what I need

Facilities not what I need

I have more convenient access to the resources I need

Other/comment \_\_\_\_\_

4. Which of the following types of library services would be of benefit to you?

After-hours access

Access from my home or office to online resources (specify which resource(s))

\_\_\_\_\_

Interlibrary loan

E-delivery of articles, sections, chapters, etc.

Online CLE

Private space for depositions or research

Remote reference services

Other (please specify) \_\_\_\_\_

5. In what area(s) of law do you practice (choose all that apply)?

Bankruptcy and finance

Business

Criminal defense

Employment

Family law

Government

Immigration

Personal injury

Real estate

Wills, trusts and estates

Other (please specify) \_\_\_\_\_

6. Please list at least two, but up to five, legal resources that you consult regularly in your work.

\_\_\_\_\_

\_\_\_\_\_

7. Is there anything else you would like the Board of Trustees to know about the library?

\_\_\_\_\_

\_\_\_\_\_