

204 Fourth Street, Suite A
Woodland, CA 95695
530-666-8918
law.library@yolocounty.org
yololawlibrary.org

AGENDA FOR MEETING OF THE BOARD OF TRUSTEES

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

NOTE: This meeting is being agendized to allow Board Members, staff and the public to participate in the meeting via teleconference, pursuant to Government Code section 54953(e)(1) (as amended by Assembly Bill 361), available at the following link.

**The Yolo County Law Library Board of Trustees will meet on
Thursday, December 2, 2021 at 12:15 pm.**

Government Code section 54953(e)(1) authorizes local legislative bodies to hold public meetings via teleconference and to make public meetings accessible telephonically or otherwise 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: 845 5504 2989

1. Rollcall
2. Public Comment: This is the opportunity for members of the public to address the Board on subjects relating to Law Library Board business.
3. Approve RESOLUTION AUTHORIZING REMOTE TELECONFERENCE MEETINGS PURSUANT TO ASSEMBLY BILL 361
4. Consider approval of routine business
 - a. Approval of minutes (October 28, 2021 meeting)
 - b. Ratification of claims from October-November 2021
5. Financial report
 - a. Court distributions:
 - September 2021: \$9,408.47 (funds available 11/10/21)
 - b. Income/expenditure report
6. Director's report

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: IS/ Janet Coles

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, or on the Law Library's website at https://yololawlibrary.org/?page_id=79. The Law Librarian may be reached at telephone number 530-666-8918, or email 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, 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/84555042989>

Dial by your location: (408) 638-0968

Meeting ID: 845 5504 2989

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 janet.coles@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 janet.coles@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.

RESOLUTION NO. LL-2021-01

**A RESOLUTION AUTHORIZING REMOTE TELECONFERENCE MEETINGS
PURSUANT TO ASSEMBLY BILL 361**

WHEREAS, all meetings of the Yolo County Law Library Board of Trustees are held pursuant to the Ralph M. Brown Act, ensuring that any member of the public may participate in local government meetings; and

WHEREAS, on March 4, 2020, Governor Newsom proclaimed a State of Emergency in California as a result of the threat of COVID-19 and ordered all residents to obey orders and guidance issued by state and local health officials, including but not limited to, the imposition of social distancing measures to control the spread of COVID-19; and

WHEREAS, on March 9, 2020, the County of Yolo adopted a resolution ratifying the declaration of local health emergency and issued a proclamation of a local emergency related to COVID-19; and

WHEREAS, on March 17, 2020, in response to the COVID-19 pandemic, Governor Newsom issued Executive Order N-29-20 suspending certain provisions of the Ralph M. Brown Act in order to allow local legislative bodies to conduct meetings telephonically or by other means; and

WHEREAS, on June 11, 2021, Governor Newsom issued Executive Order N-08-21, which, effective September 30, 2021, ends the provisions of Executive Order N-29-20 that allows local legislative bodies to conduct meetings telephonically or by other means; and

WHEREAS, on September 16, 2021, the Governor signed AB 361 (2021) into law, which allows for local legislative bodies to continue to conduct meetings via teleconferencing under specified conditions and includes a requirement that the legislative bodies make specific findings; and

WHEREAS, the Governor has declared a State of Emergency pursuant to Government Code section 8625 as has the County of Yolo; and

WHEREAS, since issuing Executive Order N-08-21, the highly contagious Delta variant of COVID-19 has emerged, causing an increase in COVID-19 cases throughout the State and Yolo County; and

WHEREAS, the California Department of Public Health currently recommends that all individuals, regardless of vaccination status, wear a mask while indoors in public spaces; and

WHEREAS, on October 11, 2021, the Yolo County Public Health Officer issued an amended order requiring all individuals, regardless of vaccination status, to wear a mask while indoors in public spaces and to continue to follow the California Department of Public Health's and the Centers for Disease Control (CDC)'s guidance for vaccinated and unvaccinated people, including physical and social distancing measures to minimize the spread of COVID-19; and

WHEREAS, the CDC continues to recommend physical distancing of at least 6 feet from others outside of the household; and

WHEREAS, California Code of Regulations Title 8, section 3205 "COVID-19 Prevention," subparagraph (c)(5) states: "Training and instruction. The employer shall provide effective training and instruction to employees that includes the following: . . . (D) The fact that particles containing the virus can travel more than six feet, especially indoors, so physical distancing, face coverings, increased ventilation indoors, and respiratory protection decrease the spread of COVID-19, but are most effective when used in combination"; and

WHEREAS, because state and local health officials have imposed or are recommending measures to promote social distancing, the Yolo County Law Library Board of Trustees finds it prudent to and desires to continue holding meetings via teleconference; and

WHEREAS, the Yolo County Law Library Board of Trustees shall ensure that its meetings comply with the provisions required by AB 361 (2021) for holding teleconferenced meetings.

NOW, THEREFORE, the Yolo County Law Library Board of Trustees does resolve as follows:

1. The above recitals are true and correct, and incorporated into this Resolution.

2. In compliance with AB 361 (2021), and in order to continue to conduct teleconference meetings without complying with the requirements of Government Code section 54953(b)(3) of the Brown Act, the Yolo County Law Library Board of Trustees makes the following findings:

- a) The Yolo County Law Library Board of Trustees has considered the circumstances of the state of emergency; and
- b) The state of emergency, as declared by the Governor and County of Yolo, continues to exist; and
- c) The state of emergency due to the presence of COVID-19 in the community continues to directly impact the ability of the members of the Yolo County

Law Library Board of Trustees to meet safely in person; and

d) State and local officials continue to impose or recommend measures to promote social distancing.

3. The Yolo County Law Library Board of Trustees may continue to meet remotely in compliance with AB 361, in order to better ensure the health and safety of the public.

4. The Yolo County Law Library Board of Trustees will revisit the need to conduct meetings remotely no later than 30 days after teleconferencing for the first time, and every 30 days thereafter.

5. This resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED by the Law Library Board of Trustees of the County of Yolo, State of California, this _____ day of ____ 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Hope Welton, President

ATTEST:

Janet Coles, Director, Recording Secretary

**Yolo County Law Library Board of Trustees
Minutes of the October 28, 2021 Meeting**

The Yolo County Law Library Board of Trustees held a meeting on Thursday, October 28, 2021, scheduled for 12:15 PM, via Zoom online conferencing.

President Welton called the meeting to order at 12:15 PM.

Present: Trustees Blake, Mack, Meyer, Welton, Wolk. Staff: Coles

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

Action items:

1) Consider approval of routine business.

- a. The minutes of the September 28, 2021 meeting were approved.
- b. September-October 2021 claims were ratified.

2) Financial report.

- a. Court distributions for August 2021 were reported (\$9,499.65).
- b. Director Coles provided an income and expenditures report for expenditures for FY2022 to date (July-October 2021), showing a balance of \$14,024.16. She noted that Yolo County had moved the court distributions received in July and August back to FY2021, adding \$20,024.96 to the law library reserve funds.

3) FY2021 annual report. Coles reported that the Law Library submitted its annual report to the Yolo County Board of Supervisors on October 15, 2021 as required by law, and that copies went to the County Auditor and the County Department of Financial Services.

4) Bar Association survey results. Coles reported on the results of the Law Library's survey of the Yolo County Bar Association members. She noted a response rate of around 10% (20 respondents from around 200 people who received notice of the survey). Coles said the response rate was lower than she had hoped, but the results of the responses received were not surprising. About half of respondents reported either not having used the library in the last five years or having used it less than once per year. The most popular resources noted by respondents were CEB OnLAW, Westlaw, and print practice guides from CEB and Matthew Bender. More than half of respondents reported having more convenient access to the resources they need. Remote access to online resources was reported as being the type of library service respondents would most use, along with free delivery of documents and online CLE. One quarter of respondents noted they would use after-hours access.

Coles said that she had been working on compiling a list of Yolo County attorneys and e-mails using public data from the State Bar. She noted there were around 700 attorneys practicing in Yolo County according to the State Bar and suggested that the survey could be sent directly to a subset of this list (attorneys working as solo practitioners or in small practices) to generate more responses. The Board agreed that it would be best to try to get more responses, to generate survey results with greater validity.

5) E-book additions to the LexisNexis Digital Library purchase. Coles asked the Board to consider adding additional titles to the LexisNexis Digital Library purchase which was underway. The LexisNexis Digital Library purchase would add remote online access to the Law Library's current print subscriptions for California Forms of Pleading and Practice, and for California Legal Forms Transaction Guide, for no additional cost. Coles noted that the Board had dedicated \$8,000 from the FY2022 budget towards refreshing titles in the Library's law practice print collection, and

that these funds could be used to purchase print titles that are also in the LexisNexis Digital Library, which would enable the Law Library to offer remote access to those titles as well, for no additional cost. The Board agreed this would be a good idea and said that Coles could select those titles at her discretion, relying on the Board's input if there were any questions.

- 6) **Approval of November/December Holiday schedules.** The Board approved closure of the Law Library on Wednesday, November 24, 2021 (day before Thanksgiving) and then for the week after Christmas, from Monday, December 27, 2021 through Thursday, December 30, 2021. The Board agree to combine its November and December 2021 meetings into one meeting to be held on Thursday, December 2, 2021.
- 7) **Self-help kiosk.** Coles said that given that according to the survey results and her experience in the library thus far CEB OnLAW and Westlaw seem to be the most important resources that the Law Library offers, both of which cannot be offered remotely at this time. She commented that these resources currently get very little use for the large amount of funding that the Library dedicates to maintain them. She suggested that the Board consider expanding the reach of the library by offering at least one remote location. Possibilities include the Davis branch of the Yolo County Library and possibly a satellite at the Yolo County Courthouse (this was mentioned by one of the survey respondents). Coles said that while the Library could offer CEB and Westlaw at a satellite for no additional cost, other considerations include staffing and equipment. She said that she would like to ask the Board to ponder this for the present and plan for a fuller discussion at a future meeting.

The Board responded that a kiosk/satellite at the Courthouse would be a good idea and discussed some possibilities about where the kiosk might be located. The group suggested that Coles approach Trustee Maguire (as Presiding Judge) to discuss the matter with him and determine next steps.

- 8) **Director's report.** Coles reported that she attended Sacramento County Law Library's annual Community Connections meeting on October 21, 2021. This meeting brings together organizations in the Sacramento area that assist low income and pro per clients with legal matters, to help ensure that all involved know who's out there to help and what those other organizations do. Coles said that she would like to use this as a model to put together a similar event for Yolo County.

Coles mentioned that she had had a few requests to establish an MCLE CD or DVD lending collection for use by members of the bar. She said that this is a service that many other county law libraries offer, but that the Yolo County Law Library did not currently do so. She said this could be done inexpensively (cost about \$25-30 per CD). She also said the Library could investigate offering MCLE programs online or what some libraries call "cram sessions," where there could be a day-long event where lawyers could catch up on requirements before the yearly deadlines.

- 9) **Next meeting.** The next meeting will be held on Thursday, December 2, 2021, at 12:15 PM.

- 10) **Adjournment.** The meeting was adjourned at 1:04 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					AMOUNT
				FUND	DEPT#	B/U	C/C	ACCNT#	
1 11113	CEB	11040034	10/29/2021	6950	67	6200	7001	501230	\$ 140.00
2 11113	CEB	12172007	10/29/2021	6950	67	6200	7001	501231	\$ 327.17
3 10101	LEXISNEXIS	2700895B	11/1/2021	6950	67	6200	7001	501230	\$ 796.18
4 10571	QUILL	20768747	11/4/2021	6950	67	6200	7001	501110	\$ 137.88
5 10571	QUILL	20772112	11/4/2021	6950	67	6200	7001	501110	\$ 27.45
6 10167	RICOH	105395986	10/15/2021	6950	67	6200	7001	501190	\$ 120.32
7 10659	THOMSON REUTERS - WEST	843265978	11/2/2020	6950	67	6200	7001	501231	\$ 1,211.75
8 10659	THOMSON REUTERS - WEST	845273777	11/1/2021	6950	67	6200	7001	501231	\$ 1,992.19

7001 total \$ 4,752.94

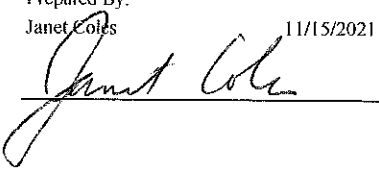
Prepared By:

Janet Coles

11/15/2021

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

Dated: _____





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DATE 10/29/21
 INV. NO. 11040034
 TRANS. NO. 11040034

YOL0 COUNTY LAW LIBRARY
 ATTN LAW LIBRARIAN
 204 4TH ST STE A
 WOODLAND CA 95695

DATE 10/29/21
 INV. NO. 11040034
 TRANS. NO. 11040034

FEDERAL ID #95-6006143
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ITEM ORDERED

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PRICE

EXTENSION

LINE

ITEM ORDERED

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PRICE

CUER: SEARCH & SEIZURE 2021
 CR34183
 PER AUTOMATIC UPDATE
 FOR QUESTIONS CONCERNING AUTOMATIC UPDATES
 PLEASE CALL (900) CEB-3444.

1 140.00 140.00

INVOICE
 SUBTOTAL 140.00
 TAX AT 8.00% 11.20
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 ORDER TOTAL 157.45
 AMOUNT NOW DUE 157.45

140.00
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janet.coles@yolocounty.org

Invoice	12172007
Invoice amount	\$327.17
Posted Date	October 29, 2021
Due Date	November 28, 2021
Terms	Net30
Outstanding	\$327.17
Status	Due
PO Number	

Description	Quantity	Unit price	Amount
OnLAW Unlimited Onlaw 2021-2022 Renewal March 2021 - March 2022 All OnLAW Titles (product) October 29, 2021 - November 28, 2021	1	\$327.17	\$327.17

Notes

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Subtotal	\$327.17
Invoice amount	\$327.17
Payments	\$0.00
Outstanding	\$327.17



Invoice # 2700895B **Invoice Date** 11-01-21 **PO#** **Order Date** 08-30-21 **Acct Mgr** IZ4 **Payment Terms** 30 Days **Ship Method**

BILL TO ACCOUNT # : 0011141400

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INVOICE									
Qty	YSEN	Price	# of License	License Fees	Discount Amount	Net Amount	SEN	Tax	Extended Price
1	9780820511870	10817.00				4780.00	466.09		5246.09
Current Billing Period: 09-21 08-22 CA LEGAL FORMS TRANSACTION GUIDE FULL SET W/SVC									
*Future Billing Schedule:									
09-22 - 08-23: 4971.00									
1	9780820553276	13856.00				3734.00	574.05		4308.05
Current Billing Period: 09-21 08-22 CA FORMS OF PLEADING & PRACTICE FULL SET W/SERVICE									
*Future Billing Schedule:									
09-22 - 08-23: 3883.00									
						24673.00			
						8514.00	1040.14		9554.14
Payment 03 Amount Due						796.18			

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AMOUNT DUE \$	796.18
AMOUNT ENCLOSED	



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Philadelphia, PA 19101-0600



Invoice

Order Date: 11/04/2021
Ship Date: 11/04/2021
Invoice Date: 11/04/2021
Due Date: 12/04/2021
TIN: 04-2896127

Sold To:

1062 1 AB 0.461 E0086X I0161 D2726967879 S3 P4008867 0001:0003



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204 4TH ST # A
WOODLAND CA 95695-3502

Ship To:

Yolo County Law Library
204 4Th St # A
Woodland CA 95695

Customer PO: colesjanet

Order#: 155423068

Invoice #: 20768747

Account #: 6872270

Item Number	Description	Color	Qty Shipped	Price	Unit	Extended
901-674342	Laminate key padlck long shack		1	\$12.59	each	\$12.59
901-11948	Color file folders ltr size	Asstd	1	\$27.99	box	\$27.99
901-970158	Report cover plastic navy		10	\$1.79	each	\$17.90
901-2756997	Sbg vertical ply exp ltr blk		0	\$0.00		\$0.00
The item above will be shipped and billed separately						
901-74925Q	Qb file jacket , 3 expansion	Mnila	1	\$26.99	pack	\$26.99
901-2519843	Usb 2.0 (grey) 16Gb 5Pack bulk		1	\$22.95	pack	\$22.95
901-7-20200	Qb stl bndr clip small 3/4X3/8		2	\$2.29	box	\$4.58
901-7-20500	Qb stl bndr clps,Med 1-1/4X5/8		2	\$2.89	box	\$5.78
901-790054	Qb rubber bands asst sizes		1	\$8.89	pack	\$8.89
999-24421265	Microban dsnftg mp lq clnr cit		1	\$0.00	each	\$0.00
Enjoy a free sample from our full line of cleaning supplies						

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Yolo County Law Library

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Invoice Number: 20768747
Invoice Date: 11/04/2021
Amount Due: \$137.88
Payable in US Dollars

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PO Box 37600
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Invoice

Order Date: 11/04/2021
Ship Date: 11/04/2021
Invoice Date: 11/04/2021
Due Date: 12/04/2021
TIN: 04-2896127

Customer PO: colesjanet

Order#: 155423068




Invoice #: 20768747

Account #: 6872270



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Merchandise Amt: \$127.67
Tax: \$10.21
Shipping: Free
Amount Due: \$137.88

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Invoice

Order Date: 11/04/2021
Ship Date: 11/04/2021
Invoice Date: 11/04/2021
Due Date: 12/04/2021
TIN: 04-2896127

Sold To:

1062 1 AB 0.461 E0086 I0163 D2726967881 S3 P4008867 0003:0003



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Ship To:

Yolo County Law Library
204 4Th St # A
Woodland CA 95695

Customer PO: colesjanet

Order#: 155423126

Invoice #: 20772112

Account #: 6872270




Item Number	Description	Color	Qty Shipped	Price	Unit	Extended
901-2756997	Sbg vertical ply exp ltr blk		5	\$5.49	each	\$27.45



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Electronic Payment Info:

Quill Corporation
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Routing 121000248
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Merchandise Amt: \$27.45
Tax: \$2.20
Shipping: Free
Amount Due: \$29.65

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Payable to:

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Philadelphia, PA 19101-0600



Invoice Number: 20772112
Invoice Date: 11/04/2021
Amount Due: \$29.65
Payable in US Dollars

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INVOICE DATE	10/15/2021
INVOICE NUMBER	105520269
AMOUNT DUE	\$120.32
AMOUNT RECEIVED	



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DESCRIPTION	CURRENT CHARGE	TOTALS
PREVIOUS BALANCE		\$9.32
RENEWAL	96.74	
MODEL : MP2554SP SERIAL: C86179278		
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METER BEG.: 58,686 END : 59,363		
ADDITIONAL IMAGES 677 @ \$0.00890	6.03	
STATE TAX	6.16	
COUNTY TAX	1.29	
DISTRICT TAX	.78	111.00
MP2554SP C86179278		
CURRENT BILLING PERIOD: 10/03/2021 - 11/02/2021		
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
120.32	0.00	0.00	0.00		\$120.32

RETAIN THIS INVOICE PORTION FOR YOUR RECORDS

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

IMPORTANT NEWS

*INDICATES A SYSTEM CREDIT
 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.

INVOICE # 843265978 POSTING # 6138175443-1		BILLING SUMMARY OCT 01, 2020 - OCT 31, 2020		PAGE 1
DESCRIPTION	UNITS	CHARGE IN USD	TAX IN USD	TOTAL CHARGE IN USD
DETAIL OF CHARGES				
<u>WEST PROLEX (154415)</u>				
MONTHLY CHARGES				
DATABASE CHARGES		1,028.23	0.00	1,028.23
TOTAL MONTHLY CHARGES		1,028.23S	0.00S	1,028.23S
TOTAL WEST PROLEX (154415) CHARGES		1,028.23SG	0.00SG	1,028.23SG
<u>WEST PROLEX (61859)</u>				
MONTHLY CHARGES				
DATABASE CHARGES		1,008.29	0.00	1,008.29
TOTAL MONTHLY CHARGES		1,008.29S	0.00S	1,008.29S
TOTAL WEST PROLEX (61859) CHARGES		1,008.29SG	0.00SG	1,008.29SG
TOTAL DETAIL OF CHARGES		2,036.52SG	0.00SG	2,036.52SG
TOTAL WEST INFORMATION CHARGES		2,036.52G	0.00G	2,036.52G
LESS CREDIT ADJUSTMENT				824.77 CR
TOTAL INVOICE AMOUNT				1,211.75 T

YOLO COUNTY LAW LIBRARY



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

Invoice #: 845273777
Account #: 1003332674
Invoice date: November 1, 2021
Purchase order #:

1842 1 AB 0.461 E0069X 10278 D8299914030 S2 P8639234 0001:0004



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
December 1, 2021

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

Billing Note
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.

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>

1000800651 A

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

YOLO COUNTY LAW LIBRARY
Invoice #: 845273777
Account #: 1003332674
Invoice date: November 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: December 1, 2021
Amount due in USD: 1,992.19

Please make checks payable to:

Amount enclosed: _____

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

0001:0004

Invoice

YOLO COUNTY LAW LIBRARY



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

Invoice #: 845273777
Account #: 1003332674
Invoice date: November 1, 2021
Purchase order #:

Account location detail

Product Detail

Units

Charge
USD

Tax
USD

Total
USD

1003332674
Reference # 6144776476
YOLO COUNTY LAW LIBRARY
PATRON ACCESS ACCOUNT
204 4TH ST STE A
WOODLAND CA 95695-3502

Online/Software Subscription Charges

October 1, 2021 - October 31, 2021
Westlaw Proflex, Multi-Loc Agreement, Enterprise (Unique Identifier
0000154415)
DATABASE CHARGES

1,992.19

0.00

1,992.19

Online/Software Subscription Charges Total USD
1,992.19

Location Total USD
1,992.19

1003332674
Reference # 6144777485
YOLO COUNTY LAW LIBRARY
PATRON ACCESS ACCOUNT
204 4TH ST STE A
WOODLAND CA 95695-3502

Online/Software Subscription Charges

October 1, 2021 - October 31, 2021
Westlaw Proflex, Multi-Loc Agreement, Enterprise (Unique Identifier
0000154415)
DATABASE CHARGES

0.00

0.00

0.00

Online/Software Subscription Charges Total USD
0.00

Location Total USD
0.00

Total USD
1,992.19

1842 1 AB 0.461 E0069X I0280 D8299914030 S2 P8639234 0003:0004

* Indicates system credit



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

Monthly account summary

Account #: 1003332674

Charges cleared between October 2, 2021 and November 1, 2021

Document date	Document #	Description	Amount USD	Notes
10/01/2021	0845108489	Invoice	1,992.19	
10/19/2021	009583093	Payment Received	-1,992.19	PAYMENT RECEIVED - THANK YOU

Open charges as of November 1, 2021

Document date	Document #	Description	Amount USD	Notes	Due Date
11/01/2020	6138175443	Payment Received Partial Balance	1,211.75	+ WN PRO PATRON ACCESS STATE ANLY SEAT	12/01/2020
11/01/2021	0845273777	Invoice	1,992.19		12/01/2021

Open charges in USD as of November 1, 2021 **3,203.94**

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.

1842 1 AB 0.461 E0069X 10281 D8299914030 S2 P8839234 0004:0004

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



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



Contact us online

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

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



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

VAT Reg Numbers

EU372021573

GB369490158

Federal Tax ID

41-1426973



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

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).

Item 5b

GL293 Date 11/29/21
 Page 1
 Time 11:52

Company 1000 - YOLO COUNTY

USD

Income Statement

For Period 5 Through 5 Ending November 30, 2021

Fiscal Year 2022

6950-0067-06200-7001 69506762007001 LAW LIBRARY
YOLOCOUNTY

Account Nbr	Description	Period Amount	Year To Date	Last Year Period
<u>NETFUND/POST</u>	NET FUND BALANCE			
<u>REVENUES</u>	REVENUES			
<u>REVUSEMONEY</u>	REVENUE FROM USE OF MONEY AND			
400700-0000	INVESTMENT EARNINGS-POOL	<u>0.00</u>	<u>474.84-</u>	0.00
651.65-				
400705-0000	GASB 31 FMV - DFS ONLY	<u>0.00</u>	<u>1,016.00</u>	0.00
2,698.00				
	Total REVENUE FROM USE OF MONE	<u>0.00</u>	<u>541.16</u>	0.00
2,046.35				
<u>INTGOVREVENU</u>	INTERGOVERNMENTAL REVENUES			
<u>STATEREV</u>	STATE REVENUE			
401340-0000	ST-OTHER	<u>0.00</u>	<u>0.00</u>	0.00
29,684.18-				
	Total STATE REVENUE	<u>0.00</u>	<u>0.00</u>	0.00
29,684.18-				
	Total INTERGOVERNMENTAL REVENU	<u>0.00</u>	<u>0.00</u>	0.00
29,684.18-				
<u>CHG FOR SVCS</u>	CHARGES FOR SERVICES			
403130-0000	COURT FEES AND COSTS	<u>0.00</u>	<u>19,864.99-</u>	8,821.74-
24,061.26-				
	Total CHARGES FOR SERVICES	<u>0.00</u>	<u>19,864.99-</u>	8,821.74-
24,061.26-				
<u>MISCREVENUES</u>	MISCELLANEOUS REVENUES			
404113-0000	OTH MISC-DONATION	<u>0.00</u>	<u>0.00</u>	0.00
325.00-				
	Total MISCELLANEOUS REVENUES	<u>0.00</u>	<u>0.00</u>	0.00
325.00-				
	Total REVENUES	<u>0.00</u>	<u>19,323.83-</u>	8,821.74-
52,024.09-				
<u>EXPENDITURES</u>	EXPENDITURES			
<u>SALARY&BEN</u>	SALARIES AND EMPLOYEE BENEFITS			
<u>SALARY&WAGES</u>	SALARY AND WAGES			
500110-0000	EXTRA HELP	<u>2,807.50</u>	<u>14,767.41</u>	644.00
3,128.50				

3,128.50	Total SALARY AND WAGES	<u>2,807.50</u>	<u>14,767.41</u>	644.00
<u>EMPBENEFITS</u>	EMPLOYEE BENEFITS			
500320-0000	OASDI	<u>174.07</u>	<u>915.58</u>	39.92
193.96				
500330-0000	FICA/MEDICARE	<u>40.71</u>	<u>214.12</u>	9.34
45.36				
	Total EMPLOYEE BENEFITS	<u>214.78</u>	<u>1,129.70</u>	49.26
239.32				
	Total SALARIES AND EMPLOYEE BE	<u>3,022.28</u>	<u>15,897.11</u>	693.26
3,367.82				
<u>SERVSUPPLIES</u>	SERVICES AND SUPPLIES			
501020-0000	COMMUNICATIONS	<u>0.00</u>	<u>99.00</u>	0.00
105.76				
501041-0000	HOUSEHOLD EXPENSE-CONTRACTS	<u>0.00</u>	<u>0.00</u>	454.12
908.24				
501042-0000	GEN SERV JANITORL INTERNAL CHR	<u>0.00</u>	<u>739.20</u>	0.00
0.00				
501051-0000	INSURANCE-PUBLIC LIABILITY	<u>0.00</u>	<u>0.00</u>	0.00
688.04				
501052-0000	INSURANCE-FIRE & EXTENDED	<u>0.00</u>	<u>0.00</u>	0.00
141.05				
501071-0000	MAINTENANCE-BLDG IMPROVEMENT	<u>0.00</u>	<u>83.00</u>	0.00
0.00				
501110-0000	OFFICE EXPENSE	<u>167.53</u>	<u>996.77</u>	0.00
105.24				
501126-0000	IT SERVICE-ERP	<u>0.00</u>	<u>0.00</u>	399.00
399.00				
501127-0000	IT SERVICE-CONNECTIVITY	<u>0.00</u>	<u>0.00</u>	1,892.00
1,892.00				
501190-0000	RENTS AND LEASES - EQUIPMENT	<u>120.32</u>	<u>654.45</u>	106.71
420.87				
501230-0000	SPECDPT EXP-CIRC LIB BKS&PERI	<u>953.63</u>	<u>9,800.80</u>	919.35
4,003.99				
501231-0000	SPECDPT EXP-OLINE LIB BKS&PERI	<u>3,531.11</u>	<u>14,892.35</u>	0.00
3,463.76				
	Total SERVICES AND SUPPLIES	<u>4,772.59</u>	<u>27,265.57</u>	3,771.18
12,127.95				
	Total EXPENDITURES	<u>7,794.87</u>	<u>43,162.68</u>	4,464.44
15,495.77				
	Total NET FUND BALANCE	<u>7,794.87</u>	<u>23,838.85</u>	4,357.30-
36,528.32-				

6950-0067-06200-7002

69506762007002 LAW LIBRARY SUPPLEMENTAL FNDG

YOLOCOUNTY

Account Nbr	Description	Period Amount	Year To Date	Last Year Period
<u>NETFUND/POST</u>	NET FUND BALANCE			
<u>REVENUES</u>	REVENUES			
<u>INTGOVREVENU</u>	INTERGOVERNMENTAL REVENUES			
<u>STATEREV</u>	STATE REVENUE			
401340-0000	ST-OTHER	<u>0.00</u>	<u>58,814.95-</u>	0.00
0.00	Total STATE REVENUE	<u>0.00</u>	<u>58,814.95-</u>	0.00
0.00	Total INTERGOVERNMENTAL REVENU	<u>0.00</u>	<u>58,814.95-</u>	0.00
0.00	Total REVENUES	<u>0.00</u>	<u>58,814.95-</u>	0.00
<u>EXPENDITURES</u>	EXPENDITURES			
<u>SERVSUPPLIES</u>	SERVICES AND SUPPLIES			
501210-0000	MINOR EQUIPMENT	<u>0.00</u>	<u>0.00</u>	2,785.22
2,785.22	Total SERVICES AND SUPPLIES	<u>0.00</u>	<u>0.00</u>	2,785.22
2,785.22	Total EXPENDITURES	<u>0.00</u>	<u>0.00</u>	2,785.22
2,785.22	Total NET FUND BALANCE	<u>0.00</u>	<u>58,814.95-</u>	2,785.22