



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 link below.

**The Yolo County Law Library Board of Trustees will meet on
Thursday, October 27, 2022 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: 874 7531 0843

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. Adopt Resolution Authorizing Remote and Hybrid Teleconference Meetings of the Yolo County Law Library Board of Trustees Pursuant to Assembly Bill 361
4. Introduction of Trustee Harvey
5. Consider approval of routine business
 - a. Approval of minutes (August 25, 2022 meeting)
 - b. Ratification of claims from August-October 2022
6. Financial report
 - a. Court distributions: July 2022: \$9,594.71 (funds available 9/12/2022); August 2022: \$10,369.11 (funds available 10/14/2022)
 - b. Income/expenditure report
7. Consider new Westlaw contract approval
8. Consider FY2022 annual report approval
9. Consider approval of FY2022 holiday hours
10. Director's report:
 - Lawyers in the library project
 - Passport acceptance
 - Security review
 - Library Journal Design Institute
11. Next meeting

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/

A handwritten signature in black ink, appearing to read "Janet Colles". Below the signature is a horizontal line with the text "Type text here" in a light gray font.

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 Office, 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://us06web.zoom.us/j/87475310843?pwd=WVJSMkxWkJMME1ZMnFUdWZmcTdtUT09>

Dial by your location: (408) 638-0968

Meeting ID: 874 7531 0843

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.

**Yolo County Law Library Board of Trustees
Minutes of the August 25, 2022 Meeting**

The Yolo County Law Library Board of Trustees held a meeting on Thursday, August 25, 2022, scheduled for 12:15 PM, via Zoom online conferencing.

President Wolk called the meeting to order at 12:16 PM.

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

Absent: Trustee Harvey

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

President Wolk updated the Board on new members, stating that Trustee Maguire had to resign from the Board for now due to other commitments. He said that Ashley Harvey (Yolo County District Attorney's Office) had been appointed to serve in Maguire's stead. Wolk also stated that with Trustee Blake retiring in December 2022, another trustee would soon be appointed by the County Board of Supervisors. Wolk mentioned that local attorney Sean Colon had formally expressed interest and said that if any trustees knew of other interested parties, to let him know.

Discussion and action items:

- 1) Renew authorization for remote (teleconference/videoconference) meetings.**
The Board approved a resolution authorizing remote and hybrid teleconference meetings pursuant to Assembly Bill 361.
- 2) Consider approval of routine business.**
 - a. The minutes of the July 28, 2022 meeting were approved, with one correction (change president name from Welton to Wolk).
 - b. June-July 2022 claims were ratified.
- 3) Financial report**
 - a. Court distributions for June 2022 (\$11,069.17) were reported.
 - b. Coles said the county had not fully populated the data in its financial system for FY2023, so she was unable to retrieve an accurate income and expenditure report. She said she would provide a full report at the Board's next meeting.
- 4) FY2023 objectives discussion.** Coles engaged the Board in a discussion about the Library's place in the Yolo legal community regarding services for self-represented individuals. Coles described some encounters where library users expected from past experience that they could get certain kinds of legal advice from the Law Library, and she asked for the Board's perspective on the levels of service that the Library should provide. The underlying question was about the nature of the Law Library's relationship with the court and legal aid, whether the Library used to be more closely involved with the court and thus would have more basic knowledge about procedural questions.

The Board's position overall was that it is not (nor has it ever been) the role of the Law Library to provide legal advice and that the Library is not insured to provide that advice. The Library's role is to provide and assist users with legal research tools, resources, and information, and to make appropriate referrals for legal

advice. Several avenues mentioned by Board members for the Library to pursue included:

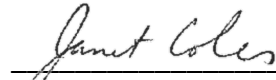
- 1) Explore ways to work with the court self-help center, especially given their current limited hours. For example, does the self-help center have materials that the Law Library can distribute? Can additional topics be developed and posted on the court's and the Library's websites?
- 2) Offer to work with the Yolo County Bar Association to help them update their lawyer database and website.
- 3) Continue working on the lawyers in the library project. Coles mentioned that in conversations with the Bar Association they had expressed a preference for an approach that included programs scheduled at specific locations, geared toward specific topics, with short introductory talks followed by one-on-one consultation. Coles said that while she felt this approach would be valuable, what she experienced in the Library was an ongoing need for legal coaching and technical assistance on demand. She asked what the Board thought about possibly recruiting a list of volunteers to consult with self-represented users (about 10 years ago, the Library used to give out a list of Yolo lawyers willing to work with pro pers), or possibly contracting with some lawyers or a legal firm to provide this type of service. The Board said the old list approach became problematic, exposing the Library to potential legal action, and that while the contract idea had been considered before, it was prohibitively expensive. Coles said she would continue to research this question, for further discussion at a future date.

Coles also brought up the issue of developing a set of personnel policies for the Library. She mentioned that library staff are designated by the County as extra-help employees, and as such are not entitled to paid time off or other benefits. However, these benefits were from time to time spelled out (in employment offer letters), though the benefits offered were not uniform from employee to employee and they did not seem to be based on any formal policy. Coles said that she wondered if lack of policy might be a liability for the Library and asked if the Board knew if the Library had previously worked with legal counsel on this issue.

After discussion, which included whether or not a policy was needed and if so, if it should be drafted by county counsel, the Board said that 1) the Library should further research the reasons behind the benefits that have been provided in the past, if possible (Trustee Welton mentioned there might be information in the county counsels' files); 2) that it would be best to have legal advice from outside the county system to avoid fuzziness, providing that the legal counsel hired would have an understanding of private vs. public sector rules; and 3) any policy developed should be simple, stating that employees serve at will, listing benefits, and also what doesn't apply.

- 5) **Director's report.** Due to time constraints, Coles said she would send out a written report and would follow up on any subsequent questions from Board members. Trustee Blake was recognized for his assistance with the Library's booth at the Yolo County Fair the previous week.
- 6) **Next meeting.** The next Board of Trustees meeting will be on Thursday, September 29, 2022, at 12:15 PM.
- 7) **Adjournment.** The meeting was adjourned at 1:08 PM.

Respectfully submitted by,



Janet Coles, Director, Yolo County Law Library

Item 5b—Ratification of Claims

For claims detail, see Board of Trustees page on the Library's website

https://yololawlibrary.org/?page_id=79

GL291 - Date 10/24/22
Time 11:26

Company 1000 - YOLO COUNTY
Trial Balance
For Period 1 Through 12 Ending June 30, 2023

USD

Base Currency
Amounts
Fiscal Year 2023

6950-0067-06200-7001 69506762007001 LAW LIBRARY

Account Nbr	Description	Beginning Balance	Debit Activity	Credit Activity	Ending Balance
<u>210700-9999</u>	NON-CASH Y/E TRANS-TRUST FUNDS	4,612.00		4,612.00-	0.00
<u>400705-0000</u>	GASB 31 FMV - DFS ONLY	0.00		2,042.00-	2,042.00-
<u>403130-0000</u>	COURT FEES AND COSTS	0.00	22,683.32	32,278.03-	9,594.71-
<u>500100-0000</u>	REGULAR EMPLOYEES	0.00	237.00		237.00
<u>500110-0000</u>	EXTRA HELP	0.00	17,041.00	1,711.40-	15,329.60
<u>500320-0000</u>	OASDI	0.00	1,071.23	106.11-	965.12
<u>500330-0000</u>	FICA/MEDICARE	0.00	250.53	24.81-	225.72
<u>501021-0000</u>	COMMUNICATIONS INTERNAL CHARGE	0.00	1,632.00		1,632.00
<u>501042-0000</u>	GEN SERV JANITORL INTERNAL CHR	0.00	492.80	246.40-	246.40
<u>501051-0000</u>	INSURANCE-PUBLIC LIABILITY	0.00	750.00		750.00
<u>501110-0000</u>	OFFICE EXPENSE	0.00	941.06		941.06
<u>501126-0000</u>	IT SERVICE-ERP	0.00	190.00		190.00
<u>501127-0000</u>	IT SERVICE-CONNECTIVITY	0.00	1,635.00		1,635.00
<u>501190-0000</u>	RENTS AND LEASES - EQUIPMENT	0.00	135.08		135.08
<u>501230-0000</u>	SPEC DPT EXP-CIRC LIB BKS&PERI	0.00	7,913.63		7,913.63
<u>501231-0000</u>	SPEC DPT EXP-OLINE LIB BKS&PERI	0.00	11,002.12	2,032.03-	8,970.09
*** Totals		4,612.00	65,974.77	43,052.78	27,533.99
*** Out Of Balance			22,921.99		

GL291 - Date 10/24/22
Time 11:26

Company 1000 - YOLO COUNTY
Trial Balance
For Period 1 Through 12 Ending June 30, 2023

USD

Base Currency
Amounts
Fiscal Year 2023

6950-0067-06200-7002 69506762007002 LAW LIBRARY SUPPLEMENTAL FNDG

Account Nbr	Description	Beginning Balance	Debit Activity	Credit Activity	Ending Balance
<u>501051-0000</u>	INSURANCE-PUBLIC LIABILITY	0.00	187.00		187.00
<u>501090-0000</u>	MEMBERSHIPS	0.00	500.00		500.00
<u>501110-0000</u>	OFFICE EXPENSE	0.00	514.28		514.28
<u>501210-0000</u>	MINOR EQUIPMENT	0.00	377.99		377.99
<u>501250-0000</u>	TRANSPORTATION AND TRAVEL	0.00	271.96		271.96
*** Totals		0.00	1,851.23	0.00	1,851.23
*** Out Of Balance			1,851.23		

6950-0099-00001-0001 69509900010001 LAW LIBRARY BSU ONLY

Account Nbr Description	Beginning Balance	Debit Activity	Credit Activity	Ending Balance
<u>100000-0000</u> CASH IN TREASURY	172,733.13	<u>32,278.03</u>	<u>50,959.49-</u>	<u>154,051.67</u>
<u>100010-0000</u> CASH GASB 31 FMV DFS ONLY	6,654.00-	<u>6,654.00</u>		<u>0.00</u>
<u>101000-0141</u> RC-LAW LIB CAP ASSET REPL	539.13			<u>539.13</u>
<u>101000-0142</u> RC-LAW LIB RELOCATION	75,965.91			<u>75,965.91</u>
<u>104000-0000</u> IMPREST CASH	25.00			<u>25.00</u>
<u>113002-0000</u> DUE FROM OTHER GOVTS-JE	22,683.32		<u>22,683.32-</u>	<u>0.00</u>
<u>181400-0000</u> EQUIPMENT	108,636.61			<u>108,636.61</u>
<u>182400-0000</u> ACCUM. DEP-EQUIPMENT	108,636.61-			<u>108,636.61-</u>
<u>200001-0000</u> ACCOUNTS PAYABLE-JE	7,172.64-	<u>7,172.64</u>		<u>0.00</u>
<u>205000-0000</u> ACCRUED PAYROLL-GROSS	1,567.98-	<u>1,567.98</u>		<u>0.00</u>
<u>210010-0000</u> DUE TO OTH GOV	1,196.94-	<u>1,196.94</u>		<u>0.00</u>
<u>300400-0000</u> FUND BAL-RESTRICTED	105,778.86-			<u>105,778.86-</u>
<u>300600-0000</u> FD BAL-ASSIGNED	76,982.01-			<u>76,982.01-</u>
<u>300600-0003</u> FD BAL-ASSIGNED-GEN RESERVE	14,864.85-			<u>14,864.85-</u>
<u>300999-0000</u> UNASSIGNED	62,341.21-			<u>62,341.21-</u>
*** Totals	4,612.00-	48,869.59	73,642.81	29,385.22-
*** Out Of Balance			24,773.22	

**Annual Report to the
Yolo County Board of Supervisors
FY2021-22**



**YOLO COUNTY
LAW LIBRARY**

204 Fourth Street, Suite A
Woodland, CA 95695
530-666-8918

Board of Trustees (as of October 2022):

Hon. Daniel M. Wolk (President)—Judge, Superior Court
Randall L. Blake, Esq. (Secretary/Treasurer)—Attorney-at-Law
Hon. Sonia Cortés—Judge, Superior Court
Ashley Harvey, Esq.—Attorney-at-Law
Charles Mack, Esq.—Attorney-at-Law
Alysa Meyer, Esq.—Attorney-at-Law
Hope P. Welton, Esq. (Vice-President)—Senior Deputy, Yolo County Counsel

Janet Coles, Director
Leah Procter, Library Assistant



Mission Statement

The Yolo County Law Library is a state chartered public law library, the purpose of which is to provide reference and research materials and services regarding state and federal statutes and regulations, case law and supporting materials to the public and the legal community of Yolo County, California.

The library emphasizes the provision of quality levels of traditional service and technological alternatives to meet the present and projected needs of its users.

Major Events

The year began with the Library still operating under public health restrictions due to the ongoing COVID-19 pandemic. The Library had been open since May 3, 2021, but by appointment only, and did not fully reopen to the public until October 2021.

In March 2021, the Board of Trustees approved the following initial task plan for the director and the Library for FY2021-22:

- 1) Establish Wi-Fi for patron and staff use
- 2) Establish a website for the Law Library
- 3) Conduct a user survey for legal professionals and the public
- 4) Establish an independent online public access catalog

As of the end of fiscal year 2021-22, all of these had been accomplished, as follows:

- 1) Wi-Fi was established quickly (by April 2021), working with the County.
- 2) The new website went live in September 2021.
- 3) Work on the user surveys began in October 2021. The legal professionals survey wrapped up in January 2022, and the public survey ended in February 2022.
- 4) The new online public access catalog went live on January 30, 2022.

Enhancements to the website and the online public access catalog were ongoing projects throughout the remainder of the fiscal year.

Additional activities conducted by the Library in FY2021-22 included:

Clean-up and reorganization of the collection. An assessment of the library collection in February 2021 found it in need of organization and preservation/conservation. Staff worked steadily through the year to weed, organize, clean up, and refresh the collection and the library facility and to surplus or donate old equipment.

LexisNexis Digital Library. In January 2022 the Law Library began offering free public remote access to the LexisNexis Digital Library (an e-book service for practice guides from LexisNexis/Matthew Bender). The Library's Digital Library instance went live the last week of January 2022 and was widely advertised throughout the remainder of the fiscal year. This service currently has over 100 subscribers, mostly members of Yolo County's legal community.

Public service. The Library handled about 425 reference questions in FY2021-22. Use of the Library was impeded by the pandemic and the 2021-22 holiday surge. Nonetheless the Library handled a variety of inquiries covering many areas of the law. Some examples:

- A user needed to send a "certified copy" of her mother's will to an out-of-state financial firm, but the two notaries she took it to refused to notarize it.
- A user needed guidance on how to locate information on ownership of a joint account, where one of the owners has deceased.
- A lawyer needed the regulatory history related to Title IX.
- A lawyer needed the original Los Angeles city ordinance temporarily prohibiting residential and commercial evictions due to COVID-19.
- A lawyer needed the earliest version of Miller & Starr (1960s) for research into an historical real estate case.
- A legal assistant from out of state needed information on California legal procedures for settling small estates.
- A lawyer needed the original mid-1800s U.S. Northern District Court case files and decisions from two San Luis Obispo County ranchos: Cañada de los Osos y Pecho y Islai and San Miguelito.
- A lawyer from the Public Defender's Office needed the 1987 version of California Penal Code §12022.5.
- A user wanted to know how to prove a will where there is no signed copy.

Many users wanted to access Nolo Press self-help books online or needed specific documents from Westlaw or CEB OnLAW e-mailed to them.

Strategic plan. The Library developed a three-year strategic plan for fiscal years 2021-22 through 2023-24 to address patron needs identified through the public and professional user surveys conducted earlier in the year.

Law Library Statistics

Print collections (as of June 30, 2022)

Volumes in catalog: 13,721

Titles in catalog: 691

Practice guides: 92

Full text online access through database and e-book subscriptions (as of June 30, 2022)

Through Westlaw: 3,671 secondary sources (including 27 California practice guides) (in library only)

Through CEB OnLAW: 164 practice guides published by the California Continuing Education of the Bar (in library only)

Through the LexisNexis Digital Library: 22 full-text practice guides, including California Forms of Pleading and Practice (free public remote access)

Through EBSCO Legal Information Reference Center (Nolo Press): 304 full-text legal self-help publications and reference books (free public remote access)

User statistics (as of June 30, 2022)

Reference questions: 425 (e-mail, phone, and in person)

In-person visits: 130

Website visits: 1,170

Equipment (as of June 30, 2022)

Four public computer workstations, networked printer/copier/fax, public Wi-Fi. Two staff computer workstations. 1180 linear feet of library shelving.

Board of Trustees and Library Staff

As of June 30, 2021, the Law Library Board of Trustees consisted of the following seven members:

Hope P. Welton, Esq., President
Charles Mack, Esq., Vice-President
Randall L. Blake, Esq., Secretary/Treasurer

Hon. Sonia Cortés, Judge, Superior Court
Hon. Daniel P. Maguire, Presiding Judge, Superior Court
Alysa Meyer, Esq., Attorney-at-Law
Hon. Daniel M. Wolk, Judge, Superior Court

The Board voted a new slate of officers for FY2022-23, as follows: Daniel M. Wolk, President; Hope P. Welton, Vice-President; Randall L. Blake, Secretary/Treasurer.

Staff: After nearly five years of service, Marie Drebert retired from her position as Assistant Librarian in the Law Library in April 2021. Leah Procter took over the position (renamed Library Assistant) in May 2022.

Budget

As with the other county law libraries in California, the Yolo County Law Library's primary source of funding comes from a portion of Superior Court civil case filing fee revenue. This revenue has been steadily decreasing since the late 2000s. Adjusting for inflation, the Law Library received only 46% of the filing fee revenue it received in 2009. See Attachments A and B for detail.

In 2017, 2020, 2021, and 2022 the State of California allocated additional funding for the law libraries to help with funding shortfalls.

FY2021-22 funding summary (Yolo County Law Library)

Revenues: \$161,773.57

Expenditures: \$144,311.08

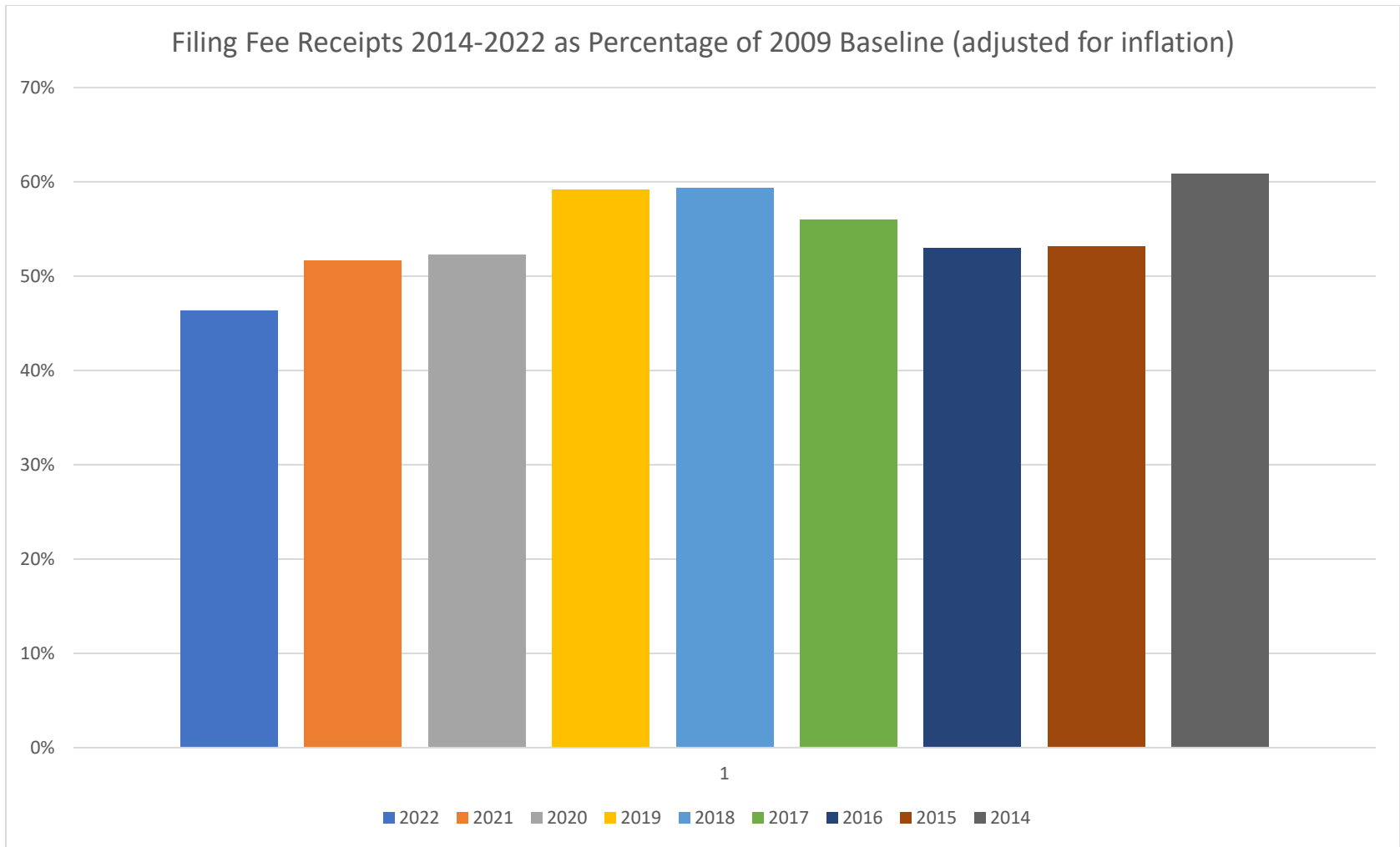
See Attachment C for detail.

Attachment A

YOLO LAW LIBRARY COURT CIVIL FILING FEE REVENUE

Month	2022	2021	2020	2019	2018	2017	2016	2015	2014
July	\$9,499.65	9,370.60	\$ 10,323.40	\$ 8,223.64	\$ 9,590.57	\$ 7,931.55	\$ 8,998.72	\$ 9,356.08	\$ 9,864.77
August	10,365.34	5,868.92	11,380.27	10,544.30	10,787.62	9,436.43	7,580.74	9,824.60	9,911.06
September	9,408.47	8,821.74	10,320.63	11,532.32	9,032.62	7,875.20	8,572.49	8,390.61	10,020.14
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
1st quarter	29,273.46	24,061.26	32,024.30	30,300.26	29,410.81	25,243.18	25,151.95	27,571.29	29,795.97
	21.66%	-24.87%	5.69%	3.02%	16.51%	0.36%	-8.77%	-7.47%	-10.44%
October	9,059.52	9,483.22	11,262.72	9,689.83	9,419.33	10,612.11	9,262.56	8,454.56	8,253.96
November	8,362.82	8,439.34	9,286.41	9,873.98	8,905.77	8,916.80	7,544.01	6,303.67	8,844.41
December	7,924.55	8,577.88	11,438.95	9,686.56	9,759.69	8,924.53	8,765.89	9,170.15	9,429.30
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
2nd quarter	25,346.89	26,500.44	31,988.08	29,250.37	28,084.79	28,453.44	25,572.46	23,928.38	26,527.67
	-4%	-17.16%	9.36%	4.15%	-1.30%	11.27%	6.87%	-9.80%	-15.14%
January	7,779.97	8,513.21	9,272.75	10,292.22	9,748.20	8,617.36	7,411.25	6,743.35	10,163.44
February	8,174.38	9,745.80	11,221.69	8,226.92	9,133.97	6,639.75	8,802.94	7,122.79	10,299.68
March	8,352.78	10,872.21	5,746.56	11,072.88	11,705.27	9,945.65	8,187.65	8,466.65	8,654.17
April	7,378.64	11,692.40	2,725.64	9,981.00	9,918.62	8,672.12	8,490.51	9,067.63	9,929.54
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
3rd quarter	31,685.77	40,823.62	28,966.64	39,573.02	40,506.06	33,874.88	32,892.35	31,400.42	39,046.83
	-22.38%	40.93%	-26.80%	-2.30%	19.58%	2.99%	4.75%	-19.58%	-2.56%
1st-3rd quarter summary	86,306.12	91,385.32	92,979.02	99,123.65	98,001.66	87,571.50	83,616.76	82,900.09	95,370.47
	-5.56%	-1.71%	-6.20%	1.14%	11.91%	4.73%	0.86%	-13.08%	-8.83%
May	11,614.15	9,326.01	5,098.25	10,345.21	10,758.21	11,121.43	8,569.80	9,565.47	9,383.88
June	11,069.17	10,698.95	8,962.34	10,939.69	10,056.90	10,239.39	9,236.27	8,197.23	10,514.94
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May-Jun Total	22,683.32	20,024.96	14,060.59	21,284.90	20,815.11	21,360.82	17,806.07	17,762.70	19,898.82
YTY Percentage change	13.28%	42.42%	-33.94%	2.26%	-2.55%	19.96%	0.24%	-10.73%	-9.19%
FY Total	\$ 108,989.44	\$ 111,410.28	\$ 107,039.61	\$ 120,408.55	\$ 118,816.77	\$ 108,932.32	\$ 101,422.83	\$ 100,662.79	\$ 115,269.29
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YTY % Change	-2.17%	4.08%	-11.10%	1.34%	9.07%	7.40%	0.76%	-12.67%	-8.89%

Attachment B



Attachment C

YOLO COUNTY LAW LIBRARY

Statement of Revenues, Expenditures, and

Change in Fund Balance - General Fund

For the Fiscal Years Ended June 30, 2022, 2021, 2020, 2019, 2018, 2017, 2016, and 2015 and 2014

	2022	2021	2020	2019	2018	2017	2016	2015	2014
REVENUES									
Court fees and costs	\$ 108,989.44	\$ 111,410.28	\$ 107,039.61	\$ 120,408.55	\$ 118,816.77	\$ 108,932.32	\$ 101,422.83	\$ 100,662.79	\$ 115,269.29
Investment earnings	1,588.18	1,960.44	5,470.80	4,597.44	1,513.90	969.90	1,953.13	741.21	933.66
State	58,814.95	29,684.18	-	70,847.00	-	-	-	-	-
GASB (accounting cost adjustments)	(7,670.00)	-	-	-	-	-	-	-	-
Other	51.00	575.00	405.00	1,175.00	1,958.94	431.50	-	1,522.71	217.00
Total Revenues	\$ 161,773.57	\$ 143,629.90	\$ 112,915.41	\$ 197,027.99	\$ 122,289.61	\$ 110,333.72	\$ 103,375.96	\$ 102,926.71	\$ 116,419.95
EXPENDITURES									
Salaries and wages	39,364.31	21,769.05	35,138.18	47,949.49	47,589.69	55,771.28	36,038.58	55,611.05	56,245.10
Employee benefits	3,011.37	1,665.32	2,938.09	3,921.14	3,977.50	4,468.67	2,928.61	4,514.23	4,606.92
Communications	1,836.87	1,559.84	1,185.27	1,296.40	1,330.26	1,308.49	1,308.88	1,311.81	1,290.98
Insurance	997.07	984.09	641.25	652.37	1,675.53	1,861.64	2,038.46	1,796.65	1,074.76
Professional services	3,746.77	59.00	-	200.00	1,567.25	1,588.50	2,611.75	2,527.00	3,224.00
IT services	7,750.00	9,164.00	9,386.13	8,979.28	8,019.97	6,718.61	6,694.00	6,387.25	-
Public workshops			533.33	1,150.34					
Copier rental and maintenance	1,522.78	1,272.29	1,251.09	1,536.27	1,664.02	1,372.27	1,763.85	1,794.17	3,701.07
Office expenses	4,343.23	4,210.43	3,720.28	2,992.59	2,407.57	540.00	1,172.50	156.90	763.21
Small tools and minor equipment		6,213.32	2,001.84	22.15	1,103.66	283.23	-	-	5,548.50
Tangible library books and periodicals	40,552.30	26,152.48	29,973.07	30,988.76	25,802.43	42,080.15	68,251.16	53,821.03	61,052.67
Online library books and periodicals	32,810.60	26,144.03	24,484.49	30,664.18	40,052.46	31,482.04	30,224.05	18,757.71	22,744.18
Training and travel	585.00	150.00	75.00	784.40	928.23	764.50	-	-	550.32
Library catalog subscriptions	7,790.78								
Total Expenditures	\$ 144,311.08	\$ 99,343.85	\$ 111,328.02	\$ 131,137.37	\$ 136,118.57	\$ 148,239.38	\$ 153,031.84	\$ 146,677.80	\$ 160,801.71
Change in Fund Balance	17,462.49	44,286.05	1,587.39	65,890.62	(13,828.96)	(37,905.66)	(49,655.88)	(43,751.09)	(44,381.76)
Fund Balance - beginning of year	239,606.07	195,320.02	193,732.63	127,842.01	141,670.97	179,576.63	229,232.51	272,983.60	317,365.36
Fund Balance - end of year	\$ 257,068.56	\$ 239,606.07	\$ 195,320.02	\$ 193,732.63	\$ 127,842.01	\$ 141,670.97	\$ 179,576.63	\$ 229,232.51	\$ 272,983.60