

PLACER COUNTY LAW LIBRARY

**ANNUAL REPORT
AND FINANCIAL REPORT
2013-2014**

BOARD OF TRUSTEES

Lant Barney, President
Timothy Sands, Secretary
Gerald Carden
Alexander Constantino
Hon. Eugene Gini
Dennis Keller
James Lazar

The Board of Law Library Trustees submits this annual report to the County Board of Supervisors on the condition of the law library trustfund pursuant to the provisions of Sections 6349 and 6350 of the California Business and Professions Code.

The Law Library Board of Trustees held regularly scheduled meetings on the second Monday of each month. In February, Lant Barney joined the board, replacing outgoing Placer County Bar Association President Toby Magarian. At the February meeting Lant Barney was elected President and Tim Sands was elected Secretary.

The library's primary source of income is its portion of the civil filing fees. The law library's current \$35 portion cannot be increased without an act of the Legislature. During FY 13-14, the law library's income from filing fees was \$275,677, while income from the previous year FY 12-13 was \$309,590. This represents a decrease of \$33,913 or a 10.95% decrease in filing fee income. Filing fee income was at an all-time high in FY 09-10 when it was \$410,559, but over the last four years it has declined 32.85%. At the end of the year the law library trust account balance was \$162,946.

This year's expenditures exceeded revenues by \$53,869. It is the third year in a row that expenditures have exceeded revenues, and the fourth year in a row that filing fee income has declined. In an effort to balance the budget, the trustees reduced library hours by 7 hours a week by closing the library on Saturdays and Monday nights. The materials budget was reduced by cutting some print resources and reducing Westlaw licenses. The extra-help staff budget was also reduced by 25%. These cuts were not enough in light of the declining revenue. For FY 14-15 the trustees are recommending further reduction in library hours and staff.

Over the course of the year 9,879 people used the library and staff answered 4,900 reference questions. This represented an 11.9% decrease in the number of library users and a 4.4% decrease in reference questions. Some of the decrease in use can be attributed to the overall reduction of open hours by 12.7%. During a month-long survey of library users it was determined that 81.7% of library users were non-attorneys. In 2007 the number of non-attorney users was 70%.

The library continued to hold a popular Legal Self Help clinic every Thursday from 9 a.m. to noon and 1 p.m. to 4:00 p.m. It is sponsored by the Court and staffed by an attorney and paralegal from Legal Services of Northern California. Twenty to thirty people are helped each Thursday on a variety of legal issues including family law, landlord/tenant, debt collection, and small claims. In July a new clinic started on the first and third Thursdays called Kinship Care. This clinic is co-sponsored by Kids First! and focuses on grandparent legal issues.

The law library board continues its partnership with the Court and the county bar association to provide virtual law library service at the Santucci Justice Center. This library consists of two computers donated by the bar association and maintained by the court. There is one computer in the Self Help Center and one computer in the Attorney Lounge. The law library pays for subscriptions to Lexis and CEB OnLaw on these two computers.

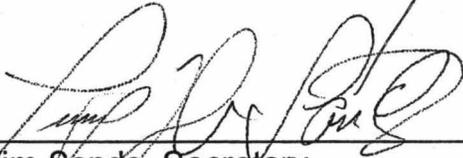
The law library also continues to work closely with the Placer County Library. During the course of the year the public library migrated the library network to the county network. All the law library computers were upgraded to the county standard of Windows 7 and Office 2010, and the network speed was tripled. All of the public computers now have new widescreen monitors.

Law Librarian Christopher Christman ably assists the trustees. He is an active member of the California Council of County Law Librarians (CCCLL) and is currently serving his third term as president of that organization. The drop in filing fee income that has affected Placer County Law Library is a statewide problem. Since FY 08-09 statewide income from filing fees has dropped 31.62%. CCCLL and Mr. Christman are working with state law library leaders, the Administrative Office of the Courts, and local county governments to find a way to stabilize law library funding.

Respectfully Submitted December 2014,
PLACER COUNTY BOARD OF LAW LIBRARY TRUSTEES



Lamt Barney, President



Tim Sands, Secretary

ASSETS

Law Library Trust Account	\$162,946.00
Buildings and Improvements	\$320,121.93
Books	\$221,975.00
Furnishings and Equipment	\$175,000.00 (est.)
Total	\$880,042.93

BOOK INVENTORY

Total Volumes July 1, 2013	8,896
Volumes Added	285
Volumes Discarded	281
Total Volumes	8,900

LIBRARY STAFF

Christopher Christman - Librarian
Diane Wells - Library Clerk
Mark Tombaugh - Extra-Help Library Clerk

HOURS OF OPERATION

Monday	8:00 - 5:00
Tuesday	8:00 - 8:00
Wednesday	8:00 - 5:00
Thursday	8:00 - 5:00
Friday	8:00 - 5:00

*Revenues and Expenses for the Fiscal Year Ended June 30, 2014***REVENUES**

6854	Printer Copies / Fax	947	
6950	Interest	2,949	
6965	Conference Room	1,440	
6965	Copy Machine	1,325	
8143	Court Filing Fees	275,677	
8755	Donations	761	
8782	B&P 6361 Reimbursement	20,000	
	Total revenues		\$303,099

EXPENSES

2051	Communications	4,348	
2140	Insurance (D&O and Property)	6,853	
2405	Condominium Monthly Assessment	6,418	
2406	Bathroom maintenance	1,043	
2439	Professional Dues	674	
2511	Printing	52	
2521	Operating Supplies	174	
2523	Copy Machine Service	644	
2528	Security	390	
2556	IT Access/Maintenance	2,986	
2556	Law Library Staff	191,276	
2844	Staff Training	205	
2860	Books/Materials	122,501	
2931	Travel	327	
2932	Mileage	155	
2965	Utilities	6,582	
2556	Placer County Library Fee	12,371	
	Total expenses		\$356,968
	From Reserves		\$53,869