



Stanislaus County Law Library

Jeffrey R. Olson, President ~ Honorable Marie Sovey Silveira, Secretary ~ Janice A. Schmidt, Director

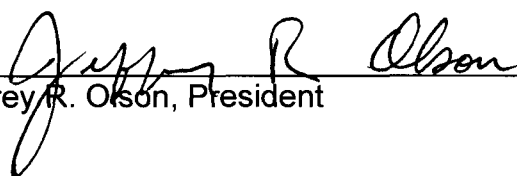
TO THE HONORABLE BOARD OF SUPERVISORS
COUNTY OF STANISLAUS, STATE OF CALIFORNIA

The Board of Trustees of the Stanislaus County Law Library respectfully submits to your Honorable Board its Annual Report for the Fiscal Year ending June 30, 2013.

This report is presented pursuant to the California Business and Professions Code §§ 6349, 6350.

Respectfully Submitted October 2, 2013.

BOARD OF LAW LIBRARY TRUSTEES
COUNTY OF STANISLAUS, STATE OF CALIFORNIA



Jeffrey R. Olson, President

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BOARD OF SUPERVISORS

cc: Lauren Klein, C.P.A. Stanislaus County Auditor

STANISLAUS COUNTY LAW LIBRARY BOARD OF TRUSTEES

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- BRUCE E. RAMSEY, STANISLAUS COUNTY BAR ASSOCIATION

The Law Library Director, Janice A. Schmidt, served as Recording Secretary to the Board of Law Library Trustees.

The Stanislaus County Law Library is governed by a seven-member Board of Trustees. Appointees serve without compensation for the term of one year. California Business and Professions Code §6300 et seq. promulgates the Trustees' responsibilities. The dedication of each Trustee lends to the success of the library.

Board meetings are conducted on the first Wednesday of each month at 12 Noon in the Law Library's Conference Room "A". Meetings are subject to the Brown Act and as such are open to the public.

STAFF

The operation of the law library requires the combined efforts of staff. Staff services were provided by:

- | | |
|----------------------|----------------------------------|
| • Janice A. Schmidt | Law Library Director |
| • Stewart Caton | Full-time Law Library Assistant |
| • Nora N. Arwood | Extra-help Law Library Assistant |
| • Jim Griffin | Extra-help Law Library Assistant |
| • Janice K. Milliken | Extra-help Law Library Assistant |
| • Allyssa Tidwell | Extra-help Law Library Assistant |

The staff is comprised of two full-time employees and four part-time extra-help library assistants. They represent the kind of commitment the library has towards providing excellence in service to the citizenry of Stanislaus County.

The Trustees support the staff's professional development and continuing education. With the continual changes in legal and information delivery services, training and membership in professional organizations are essential. Staff is currently involved in the following organizations:

- Council of California County Law Librarians
- Conference of California County Law Library Trustees and Librarians
- Northern California Association of Law Libraries
- Pacific and Valley Law Librarians

MISSION STATEMENT

The Stanislaus County Law Library is established under the authority of Chapter 5 Division 3 of the California Business and Professions Code (§6300 – 6365).

The Stanislaus County Law Library provides access to legal information for the judiciary, members of the State Bar, public officials and to all residents of the county for the purpose of education and research.

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ANNUAL BOOK INVENTORY AND STATISTICAL
OVERVIEW FISCAL YEAR 2012-13

MATERIALS / ACTIVITY	DATE	TOTAL
Total Volumes Held	June 30, 2013	12,773
CDs, DVDs & Tapes	June 30, 2013	149
Mandatory Continuing Education Titles	June 30, 2013	20
Interlibrary Loans Processed	FY 2012-2013	3
Conference Room Bookings	FY 2012-2013	93
After Hours Key Holders	June 30, 2013	63


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**TO THE HONORABLE BOARD OF SUPERVISORS
COUNTY OF STANISLAUS, STATE OF CALIFORNIA**

This Annual Financial Report is presented pursuant to the California Business and Professions Code §6350.

I, Marie S. Silveira, Secretary, Stanislaus County Law Library Board of Trustees, declare under penalty of perjury under the laws of the State of California that the foregoing balances are true and correct to the best of my knowledge and belief as shown by the records held by the Law Library.

Respectfully Submitted October 2, 2013.



Honorable Judge Marie Sovey Silveira, Secretary,
Stanislaus County Law Library Board of Trustees

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Stanislaus County Law Library	
Fiscal Year 2012-2013	
Year End Actuals	
FY 2012-2013 Revenue	385,825
Taxes	6,813
Revenue From Use of Assets	10,008
Charges for Service	287,608
Misc. Revenue	81,396
FY 2012-2013 Expenditures	444,738
Salaries and Benefits	150,929
Services and Supplies	283,641
Other Charges	7,817
Fixed Assets	2,350
Fund Balance	(615,095)
Correction to Y/E Fixed Asset Capitalization	(117,934)
Depreciation & Amortization	2,529
Offset to Revenue (Correction of Capitalization Method)	(499,690)
End of Year Valuation (Fund Balance)	555,830

During this fiscal year an irregularity in the capitalization of Law Library assets was discovered by the Law Library. The error occurred commencing in Fiscal Year 2007-2008 and continued through the time of discovery in 2012-13. A correction was requested and was made by the County Auditor-Controller which significantly affected the Law Library's reported fund balance. The Current fund balance reporting more accurately reflects the actual assets of the Law Library. This also affected the method of reporting Law Library expenditures. The Law Library's cash on deposit with the Treasury was not affected by the correction.