

SAN LUIS OBISPO COUNTY LAW LIBRARY

ANNUAL REPORT
TO THE

SAN LUIS OBISPO COUNTY

BOARD OF SUPERVISORS

Fiscal Year 2012 - 2013

SAN LUIS OBISPO COUNTY LAW LIBRARY BOARD OF TRUSTEES

Rita Neal, County Counsel, President of the Board of Trustees, representing the Chairman of the Board of Supervisors. Nina Negranti sitting as Vice President.

Hon. Michael Duffy, representing the Superior Court of California, San Luis Obispo, Margaret R. Stone, Attorney, sitting as alternate

Hon. Linda Hurst, representing the Superior Court of California, San Luis Obispo, Michele Rowe, Attorney, sitting as alternate

Hon. Jac Crawford, representing the Superior Court of California, San Luis Obispo, Mark Cali, Attorney, sitting as alternate

Hon. Jacquelyn Duffy, representing the Superior Court of California, San Luis Obispo, C. Anthony Boyd, Attorney, sitting as alternate

Melissa McGann Babu, Attorney, representing the SLO County Bar Association

(four members, three alternates)

Compiled and prepared by Barry Lewis, County Law Librarian and Secretary to the Board of Trustees

January 9, 2014

SAN LUIS OBISPO COUNTY LAW LIBRARY
1050 MONTEREY STREET, ROOM 125 SAN LUIS OBISPO, CA 93408
805.781.5855 fax: 805.781.4172 e-mail: lawlibrarian@sloccl.org www.sloccl.org
Barry Lewis, County Law Librarian
Rita Neal, President, Board of Trustees

January 9, 2014

San Luis Obispo County Board of Supervisors
County Government Center, Room D-430
San Luis Obispo, CA 93408

RE: Annual Report of the San Luis Obispo County Law Library Board of Trustees

Dear Honorable Board:

In compliance with §§6349 and 6350 of the Business and Professions Code, the San Luis Obispo County Law Library Board of Trustees is proud to submit its annual report to the San Luis Obispo County Board of Supervisors.

Attached you will find a listing of the Law Library Board of Directors, the revenue and expenses for Fiscal Year 2012-2013 (Attachment A), and a summary and status of the library's collection for fiscal year 2012-2013 (Attachment B).

California County Law Libraries, established by an act of legislation, have been providing free access to legal resources to all persons in the state for over one hundred years. County Law Libraries are governed by provisions of the California Business and Professions Code 6300 et seq.

County Law Libraries are funded primarily with a portion of civil filing fees and generally do not receive any tax dollars. The daily operations are overseen by the county law librarian with the assistance of one part-time aide. Library staff are not county employees but are supervised by a six-member Board of Trustees. The Board meets the first Thursday of each month. The meetings are open to the public and public comment is accepted on all items on the agenda.

The following table is a comparison of circulation figures for the past three fiscal years. Circulated items are on the rise and door counts remain relatively steady.

	Circulated Items	Fines Collected	Patron Door Count
FY 2010-2011	693	\$990	6,126
FY 2011-2012	828	\$1,110	6,399
FY 2012-2013	942	\$902	5,523

In comparison, income from civil filing fees for the San Luis Obispo County Law Library has decreased, dropping 17.08 percent since 2010. State wide, income from civil filling fees has dropped an average of 24.42 percent. This decrease in income is partly due to an increase in the number of fee waiver requests.

	Total Revenues	Total Expenses
FY 2010-2011	\$262,113	\$226,410
FY 2011-2012	\$219,757	\$202,445
FY 2012-2013	\$217,342	\$214,350

With the limited funding that the law library receives, the Board of Trustees has implemented several initiatives to save money, including using student interns, converting print subscriptions to electronic, and selling off weeded titles.

Interns

Over the years, the San Luis Obispo County Law Library has worked in conjunction with the Cuesta College Paralegal Program. Students from this program have selected the county law library as their preferred location to do their legal work studies. This location is ideal for them for a number of reasons, most importantly the hands-on legal research approach and working with a wide range of topics, from family law, bankruptcy, and foreclosure, to name a few. Knowing what resources are available, and how to use them, offers these interns a step up once their work program is complete.

Using interns to assist in the operation of the library has benefits to the law library as well. These unpaid individuals assist in the day to day procedures of maintaining the law library collection both in print and electronically. This includes everything from processing new books to straightening the shelves. The interns also learn to use the legal databases including WestLaw and Lexis Shepard's. Allowing students the opportunity to satisfy their academic requirements while interning at the law library allows library staff to work on other duties, thereby saving money and meeting the student's needs.

Electronic Subscriptions

With the average cost increase of most print subscriptions at 15% annually, law libraries are being forced to find alternatives to meet the legal needs of the patrons as well as save the limited funding available for subscriptions. One way to meet that need is to stay in step with the ever advancing electronic medium and to convert standard treatise content to more portable applications. These databases are less expensive to maintain, (an annual average increase of 5% instead of 15%), easier to update, and require less floor space. Younger researchers prefer this medium as well.

Outdated duplicate print material requires library staff note on the print material that it is not current. Over time, it is more efficient to remove these items from the shelves, freeing space for more current material. These out dated materials are then sold, bringing in unexpected income. Weeding is just another example of how the county law library is working to save money, as well as generate funding for maintenance of its collection.

While civil filing fees have been in a decline, we have, and will continue to maintain, access to legal resources for all citizens of San Luis Obispo County.

To the extent that you have any questions about the County Law Library or this report, please feel free to contact me at (805)781-5400.

Very truly yours,



Rita L. Neal, President
San Luis Obispo County Law Library

RN/bl

Attachments: A: Revenues and Expenses Fiscal Year 2012-2013; B: Status of the Collection

Cc: County Law Library Board of Trustees
file

ATTACHMENT A:

SAN LUIS OBISPO COUNTY LAW LIBRARY
REVENUES AND EXPENDITURES
FISCAL YEAR 2012-2013

REVENUES:

Beginning cash balance **\$ 159,861**

INCOME:

Superior Court Filing Fees	\$ 204,993
Treasurer's Interest	\$ 489
Other revenues	
Photocopier	\$ 378
Access card fees	\$ 5,330
Copy service	\$ 3,027
Other sales	\$ 1,799
Donations	\$ 1,326

TOTAL REVENUES: **\$ 217,342**

EXPENDITURES:

Salaries and benefits	\$ 84,934
Office & operating costs	\$ 10,351
Maintenance of collection	\$ 107,179

TOTAL EXPENDITURES: **\$ 214,350**

ENDING CASH BALANCE: **\$ 166,587**

ATTACHMENT B:

SAN LUIS OBISPO COUNTY LAW LIBRARY
STATUS OF THE COLLECTION
FISCAL YEAR 2012-2013

New titles added	7
Cancelled titles	11
Total number of volumes in the collections	16,750
Supplemental volumes received in fiscal year	240
Volumes discarded	0
Microforms (hard copy equivalent)	4500
Audiotape sets	0
Videotape sets	0
Periodical titles	60
CD ROM titles	20
Books lost or missing	4
Books replaced	4
Number of books circulated	942
Number of audiotape sets circulated	19
Interlibrary loan requests	6
Interlibrary loans lent	0

Report to the County Board of Supervisors

Date: January 9, 2014