

2018 BOARD OF LAW LIBRARY TRUSTEES

MR. ROBERT HERENDEEN, PRES.
JUDGE ALBERT MALDONADO (retired)
MR. BERKLEY BRANNON
MR. JUAN RODRIGUEZ
MS. PAMELA BROWN
MR. CHRIS CAIN
JUDGE LARRY HAYES

CHRISTOPHER COBB, LIBRARIAN AND SECRETARY TO THE BOARD

MONTEREY COUNTY LAW LIBRARY

2017-2018 FINAL REPORT

**ANNUAL REPORT OF THE
BOARD OF LAW LIBRARY TRUSTEES
MONTEREY COUNTY, STATE OF CALIFORNIA
FOR THE FISCAL YEAR ENDING JUNE 30, 2018**

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

The Monterey County Law Library is established under the authority of Chapter 5, Division 3, of the California Business and Professions Code, Sections 6300, et seq. Pursuant to California Business and Professions Code section 6349, the Board of Law Library Trustees submits the Annual Report of the condition of its trust for the fiscal year ending June 30, 2018.

The Law Library is a separate public entity governed by the Board of Trustees. The Board is composed of seven trustees: four judges (or designees from the membership of the Monterey County Bar Association) representing the Superior Court of California, County of Monterey, and the chairperson of the County Board of Supervisors or other designee from the Board, and one member of the Monterey County Bar Association designated by the Board of Supervisors.

The Board of Law Library Trustees was composed of the following members as of June 30, 2018:

Robert Herendeen, President
Judge Albert Maldonado, (retired)
Chris Cain
Pamela Brown
Berkley Brannon
Juan Rodriguez
Judge Larry Hayes

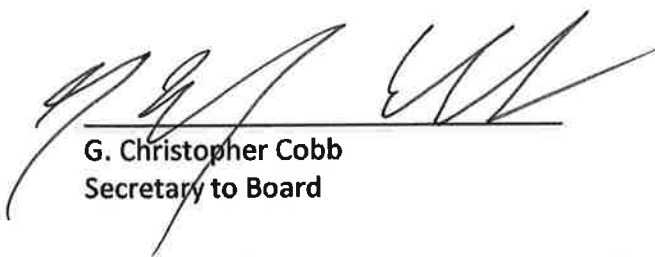
The County Law Librarian, Christopher Cobb, served as secretary to the Board of Law Library Trustees.

The FY 2017-2018 Law Library Budget follows, as does Table 1 showing library materials acquired and disposed of during FY 2017-2018.

Finances for the 2017-2018 financial year are shown in the financial reports of the Secretary of the Board of Law Library Trustees, which reports are submitted on the information and belief based upon figures furnished to the Trustees by the Secretary. The financial reports follow Table 1.

Respectfully submitted on this 20th day of December, 2018

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



G. Christopher Cobb
Secretary to Board



Robert Herendeen
President – Board of Trustees

12/20/2018

FY 2017 - 2018 LAW LIBRARY BUDGET

INCOME

| | CURRENT MO. BUDGET | CURRENT YR. ACTUAL FY 17-18 | CURRENT YR. BUDGET |
|--------------|-----------------------|--------------------------------|-----------------------|
| Fees | 16,000 | 207,757.18 | 192,000 |
| Interest | 100 | 1,922.81 | 1,200 |
| Copiers | 50 | 563.00 | 600 |
| | | | |
| Total Income | \$16,150 | \$210,242.99 | \$193,800 |

EXPENSES

| | | | |
|---------------------|----------|----------------------|-----------------|
| Publications | 6,500 | 85,729.80 | 78,000 |
| Office | | | |
| Capital/Renovations | 0 | 0.00 | 0 |
| Rent | 0 | 0.00 | 0 |
| Phones | 10 | 120.00 | 120 |
| Personnel | | | |
| Payroll | 6,000 | 72,826.70 | 72,000 |
| Tax | 1,300 | 14,225.79 | 15,600 |
| Benefits | | | |
| Retirement | 400 | 4,800.00 | 4,800 |
| Health Ins. | 450 | 12,000.00 | gross 7,817 |
| | | (Reimbursed \$2,417) | |
| | | | <hr/> 5,400 net |
| Supplies/Services | 250 | 3,567.60 | 3,000 |
| Insurance | 91 | 0.00 | 1,100 |
| Travel Exp. | 58 | 0.00 | 700 |
| Litigation Costs | 0 | 0.00 | 0 |
| | | | |
| Total Expenses | \$15,059 | \$186,669.89 | \$180,720 |

TABLE ONE: MONTEREY COUNTY LAW LIBRARY HOLDINGS 6/30/18

| PAPER HOLDINGS VOLUMES | 7/1/17 | 6/30/18 |
|---------------------------------------|---------------|----------------|
| SALINAS BRACH | 9,220 | 5,740 |
| MONTEREY BRANCH | 14,985 | 14,222 |
| ELECTRONIC MEDIA - CD-ROMS | | |
| ONLINE SERVICES | - | - |
| SALINAS BRANCH | 2 | 2 |
| MONTEREY BRANCH | 2 | 2 |
| TOTAL HOLDINGS | 24,205 | 19,962 |

(Online Services include CEB ONLAW & WESTLAW)

FINANCIAL REPORTS

- * TRUST FUND BALANCE ENDING 6/30/2018
- * ANNUAL FINANCIAL REPORT SUMMARY
- * FINANCIAL REPORT SUMMARY BY MONTH

ACCOUNT BALANCES REPORT
As of 6/30/18

| Acct | 6/30/18 Balance |
|-------------------------------------|--------------------|
| <hr/> | |
| ASSETS | |
| Cash and Bank Accounts | \$207,302.61 |
| | |
| TOTAL Cash and Bank Accounts | <hr/> \$207,302.61 |
| | |
| TOTAL ASSETS | <hr/> \$207,302.61 |
| | |
| LIABILITIES | 0.00 |
| | |
| OVERALL TOTAL | <hr/> \$207,302.61 |

SUMMARY REPORT

7/1/17 through 6/30/18

| INCOME | Average Month Budget | Average Month Actual | Fiscal Yr. Budget | Fiscal Yr. Actual |
|-----------------------|-------------------------|-------------------------|------------------------------|---------------------|
| Fees | 16,000 | 17,313.09 | 192,000 | 207,757.18 |
| Interest | 100 | 160.23 | 1,200 | 1,922.81 |
| Copiers | 50 | 46.91 | 600 | 563.00 |
| Total Income | \$16,150 | \$17,520.23 | \$193,800 | \$210,242.99 |
| EXPENSES | | | | |
| Publications | 6,500 | 7,144.15 | 78,000 | 85,729.80 |
| Office | | | | |
| Capital | 0 | 0 | 0 | 0.00 |
| Rent | 0 | 0 | 0 | 0.00 |
| Phones | 10 | 10 | 120 | 120.00 |
| Personnel | | | | |
| Payroll | 6,000 | 6,068.89 | 72,000 | 72,826.70 |
| Tax | 1,300 | 1,185.48 | 15,600 | 14,225.79 |
| Benefits | | | | |
| Retirement | 400 | 400.00 | 4,800 | 4,800.00 |
| | | | 7817 gross (2,417) reimb. | |
| Health Ins. | 450 | 450.00 | 5,400 net | 5,400.00 |
| Supplies/ Services | 250 | 297.30 | 3,000 | 3,567.60 |
| Travel Exp. | 58 | 0.00 | 700 | 0.00 |
| Insurance | 91 | 77.25 | 1,100 | 927.00 |
| Litigation Costs | 0 | 0.00 | 0 | 0.00 |
| Total Expenses | \$15,059 | \$15,633.07 | \$180,708 | \$186,669.89 |

| | |
|---|--------------|
| Month Actual Expenses Over / (Under) Actual Income | \$1,887.16 |
| Year to Date Actual Income Over / (Under) Actual Expenses | \$23,573.10 |
| Balance of Trust Fund 6/30/18 | \$207,302.61 |

First Month (July) FY 2017-2018 Financial Report Ending 6/30/18

INCOME

| | Month Budget | Month Actual | Y T D Budget | Y T D Actual | Budget Year |
|---------------------|---------------------|---------------------|---------------------|---------------------|--------------------|
| Fees | 16,000 | 17,218.66 | 16,000 | 17,218.66 | 192,000 |
| Interest | 100 | 489.62 | 100 | 489.62 | 1,200 |
| Copiers | 50 | 41.00 | 50 | 41.00 | 600 |
| Total Income | \$16,150 | \$17,749.28 | \$16,150 | \$17,749.28 | \$193,800 |

EXPENSES

| | | | | | |
|-----------------------|-----------------|--------------------|-----------------|--------------------|------------------------------|
| Publications | 5,500 | 7,954.26 | 5,500 | 7,954.26 | 65,000 |
| Office | | | | | |
| Capital | 0 | 0.00 | 0 | 0.00 | 0 |
| Rent | 0 | 0.00 | 0 | 0.00 | 0 |
| Phones | 10 | 10.00 | 10 | 10.00 | 120.00 |
| Personnel | | | | | |
| Payroll | 5,500 | 5,716.72 | 5,500 | 5,716.72 | 66,000 |
| Tax | 1,300 | 1,336.60 | 1,300 | 1,336.60 | 15,600 |
| Benefits | | | | | |
| Retirement | 400 | 400.00 | 400 | 400.00 | 4,800 |
| Health Ins. | | | | | |
| | | | | | 7817 gross (2,417) reimb. |
| Melissa | 450 net | 450.00 | 450 net | 450.00 | <u>5,400 net</u> |
| (Redshift) | | | | | |
| Supplies/ | 250 | 364.84 | 250 | 364.84 | 3,000 |
| Services | | | | | |
| Travel Exp. | 58 | 0.00 | 58 | 0.00 | 700 |
| Insurance | 91 | 0.00 | 91 | 0.00 | 1,100 |
| Litigation Costs | 0 | 0.00 | 0 | 0.00 | 0 |
| Total Expenses | \$13,560 | \$16,232.42 | \$13,560 | \$16,232.42 | \$162,720 |

| | |
|---|--------------|
| Monthly Actual Income Over / (Under) Actual Expenses | \$1,516.86 |
| Year to Date Actual Income Over / (Under) Actual Expenses | \$1,516.86 |
| Balance of Trust Fund 7/31/17 | \$176,540.81 |

Second Month (August) FY 2017-2018 Financial Report Ending 6/30/18

INCOME

| | Month Budget | Month Actual | Y T D Budget | Y T D Actual | Budget Year |
|--------------|---------------------|---------------------|---------------------|---------------------|--------------------|
| Fees | 16,000 | 18,646.16 | 32,000 | 35,864.82 | 192,000 |
| Interest | 100 | 0.00 | 200 | 489.62 | 1,200 |
| Copiers | 50 | 49.00 | 100 | 90.00 | 600 |
| | | | | | |
| Total Income | \$16,150 | \$18,695.16 | \$32,300 | \$36,444.44 | \$193,800 |

EXPENSES

| | | | | | |
|-----------------------|----------|-------------|----------|-------------|------------------------------|
| Publications | 5,500 | 7,676.00 | 11,000 | 15,630.26 | 65,000 |
| | | | | | |
| Office | | | | | |
| Capital | 0 | 0.00 | 0 | 0.00 | 0 |
| Rent | 0 | 0.00 | 0 | 0.00 | 0 |
| Phones | 10 | 10.00 | 20 | 20.00 | 120.00 |
| | | | | | |
| Personnel | | | | | |
| Payroll | 5,500 | 6,318.48 | 11,000 | 12,035.20 | 66,000 |
| Tax | 1,300 | 290.51 | 2,600 | 1,627.11 | 15,600 |
| | | | | | |
| Benefits | | | | | |
| Retirement | 400 | 400.00 | 800 | 800.00 | 4,800 |
| Health Ins. | | | | | |
| | | | | | 7817 gross (2,417) reimb. |
| | | | | | |
| Melissa | 450 net | 450.00 | 900 net | 900.00 | 5,400 net |
| | | | | | |
| (Redshift) | | | | | |
| Supplies/ Services | 250 | 350.79 | 500 | 715.63 | 3,000 |
| Travel Exp. | 58 | 0.00 | 116 | 0.00 | 700 |
| Insurance | 91 | 0.00 | 182 | 0.00 | 1,100 |
| Litigation Costs | 0 | 0.00 | 0 | 0.00 | 0 |
| | | | | | |
| Total Expenses | \$13,560 | \$15,495.78 | \$27,120 | \$31,728.20 | \$162,720 |

| | |
|---|--------------|
| Monthly Actual Income Over / (Under) Actual Expenses | \$3,199.38 |
| Year to Date Actual Income Over / (Under) Actual Expenses | \$4,716.24 |
| Balance of Trust Fund 8/31/17 | \$181,537.88 |

Third Month (September) FY 2017-2018 Financial Report Ending 6/30/18

INCOME

| | Month Budget | Month Actual | Y T D Budget | Y T D Actual | Budget Year |
|---------------------|---------------------|---------------------|---------------------|---------------------|--------------------|
| Fees | 16,000 | 17,513.37 | 48,000 | 53,378.19 | 192,000 |
| Interest | 100 | 0.00 | 300 | 489.62 | 1,200 |
| Copiers | 50 | 46.00 | 150 | 136.00 | 600 |
| Total Income | \$16,150 | \$17,559.37 | \$48,450 | \$54,003.81 | \$193,800 |

EXPENSES

| | | | | | |
|-----------------------|-----------------|--------------------|-----------------|--------------------|------------------------------|
| Publications | 5,500 | 4,322.00 | 16,500 | 19,952.26 | 65,000 |
| Office | | | | | |
| Capital | 0 | 0.00 | 0 | 0.00 | 0 |
| Rent | 0 | 0.00 | 0 | 0.00 | 0 |
| Phones | 10 | 10.00 | 30 | 30.00 | 120.00 |
| Personnel | | | | | |
| Payroll | 5,500 | 6,245.58 | 16,500 | 18,280.78 | 66,000 |
| Tax | 1,300 | 1,178.50 | 3,900 | 2,805.61 | 15,600 |
| Benefits | | | | | |
| Retirement | 400 | 400.00 | 1200 | 1200.00 | 4,800 |
| Health Ins. | | | | | |
| | | | | | 7817 gross (2,417) reimb. |
| Melissa | 450 net | 450.00 | 1350 net | 1350.00 | <u>5,400 net</u> |
| (Redshift) | | | | | |
| Supplies/ | 250 | 129.90 | 750 | 845.53 | 3,000 |
| Services | | | | | |
| Travel Exp. | 58 | 0.00 | 174 | 0.00 | 700 |
| Insurance | 91 | 0.00 | 273 | 0.00 | 1,100 |
| Litigation Costs | 0 | 0.00 | 0 | 0.00 | 0 |
| Total Expenses | \$13,560 | \$12,735.98 | \$40,680 | \$44,464.18 | \$162,720 |

| | |
|---|--------------|
| Monthly Actual Income Over / (Under) Actual Expenses | \$4,823.39 |
| Year to Date Actual Income Over / (Under) Actual Expenses | \$9,539.63 |
| Balance of Trust Fund 9/30/17 | \$189,841.82 |

Fourth Month (October) FY 2017-2018 Financial Report Ending 6/30/18

INCOME

| | Month Budget | Month Actual | Y T D Budget | Y T D Actual | Budget Year |
|---------------------|---------------------|---------------------|---------------------|---------------------|--------------------|
| Fees | 16,000 | 15,692.13 | 64,000 | 69,669.54 | 192,000 |
| Interest | 100 | 599.22 | 400 | 489.62 | 1,200 |
| Copiers | 50 | 41.00 | 200 | 177.00 | 600 |
| Total Income | \$16,150 | \$16,332.35 | \$64,600 | \$70,336.16 | \$193,800 |

EXPENSES

| | | | | | |
|-----------------------|-----------------|--------------------|-----------------|--------------------|------------------------------|
| Publications | 6,500 | 14,284.00 | 26,000 | 34,236.26 | 78,000 |
| Office | | | | | |
| Capital | 0 | 0.00 | 0 | 0.00 | 0 |
| Rent | 0 | 0.00 | 0 | 0.00 | 0 |
| Phones | 10 | 10.00 | 40 | 40.00 | 120.00 |
| Personnel | | | | | |
| Payroll | 5,500 | 6,198.40 | 22,000 | 24,479.18 | 66,000 |
| Tax | 1,300 | 1,336.60 | 5,200 | 4,142.21 | 15,600 |
| Benefits | | | | | |
| Retirement | 400 | 400.00 | 1600 | 1600.00 | 4,800 |
| Health Ins. | | | | | |
| | | | | | 7817 gross (2,417) reimb. |
| Melissa | 450 net | 450.00 | 1800 net | 1800.00 | <u>5,400 net</u> |
| (Redshift) | | | | | |
| Supplies/ | 250 | 254.31 | 1000 | 1,099.84 | 3,000 |
| Services | | | | | |
| Travel Exp. | 58 | 0.00 | 232 | 0.00 | 700 |
| Insurance | 91 | 0.00 | 364 | 0.00 | 1,100 |
| Litigation Costs | 0 | 0.00 | 0 | 0.00 | 0 |
| Total Expenses | \$14,560 | \$22,933.31 | \$58,240 | \$67,397.49 | \$162,720 |

| | |
|---|--------------|
| Monthly Actual Income Over / (Under) Actual Expenses | (\$6,600.96) |
| Year to Date Actual Income Over / (Under) Actual Expenses | \$2,938.67 |
| Balance of Trust Fund 10/31/17 | \$186,738.52 |

Fifth Month (November) FY 2017-2018 Financial Report Ending 6/30/18

INCOME

| | Month Budget | Month Actual | Y T D Budget | Y T D Actual | Budget Year |
|--------------|---------------------|---------------------|---------------------|---------------------|--------------------|
| Fees | 16,000 | 16,128.87 | 80,000 | 85,798.41 | 192,000 |
| Interest | 100 | 0.00 | 500 | 489.62 | 1,200 |
| Copiers | 50 | 45.00 | 250 | 222.00 | 600 |
| | | | | | |
| Total Income | \$16,150 | \$16,173.87 | \$80,750 | \$86,510.03 | \$193,800 |

EXPENSES

| | | | | | |
|------------------|----------|-------------|----------|-------------|------------------------------|
| Publications | 6,500 | 4,631.27 | 32,500 | 38,867.53 | 78,000 |
| | | | | | |
| Office | | | | | |
| Capital | 0 | 0.00 | 0 | 0.00 | 0 |
| Rent | 0 | 0.00 | 0 | 0.00 | 0 |
| Phones | 10 | 10.00 | 50 | 50.00 | 120.00 |
| | | | | | |
| Personnel | | | | | |
| Payroll | 5,500 | 6,198.40 | 27,500 | 30,677.58 | 66,000 |
| Tax | 1,300 | 1,336.60 | 6,500 | 5,478.81 | 15,600 |
| Benefits | | | | | |
| Retirement | 400 | 400.00 | 2000 | 2000.00 | 4,800 |
| Health Ins. | | | | | |
| | | | | | 7817 gross (2,417) reimb. |
| Melissa | 450 net | 450.00 | 2250 net | 2250.00 | <u>5,400 net</u> |
| | | | | | |
| (Redshift) | | | | | |
| Supplies/ | 250 | 65.23 | 1250 | 1,165.07 | 3,000 |
| Services | | | | | |
| Travel Exp. | 58 | 0.00 | 290 | 0.00 | 700 |
| Insurance | 91 | 0.00 | 455 | 0.00 | 1,100 |
| Litigation Costs | 0 | 0.00 | 0 | 0.00 | 0 |
| | | | | | |
| Total Expenses | \$14,560 | \$13,081.50 | \$72,800 | \$80,479.99 | \$162,720 |

| | |
|---|--------------|
| Monthly Actual Income Over / (Under) Actual Expenses | \$3,092.37 |
| Year to Date Actual Income Over / (Under) Actual Expenses | \$6,030.04 |
| Balance of Trust Fund 11/30/17 | \$191,340.38 |

Sixth Month (December) FY 2017-2018 Financial Report Ending 6/30/18

INCOME

| | Month Budget | Month Actual | Y T D Budget | Y T D Actual | Budget Year |
|---------------------|---------------------|---------------------|---------------------|---------------------|--------------------|
| Fees | 16,000 | 13,912.31 | 96,000 | 99,710.72 | 192,000 |
| Interest | 100 | 0.00 | 600 | 489.62 | 1,200 |
| Copiers | 50 | 41.00 | 300 | 263.00 | 600 |
| Total Income | \$16,150 | \$13,953.31 | \$96,900 | \$100,463.34 | \$193,800 |

EXPENSES

| | | | | | |
|-----------------------|-----------------|--------------------|-----------------|--------------------|------------------------------|
| Publications | 6,500 | 6,975.07 | 39,000 | 45,842.60 | 78,000 |
| Office | | | | | |
| Capital | 0 | 0.00 | 0 | 0.00 | 0 |
| Rent | 0 | 0.00 | 0 | 0.00 | 0 |
| Phones | 10 | 10.00 | 60 | 60.00 | 120.00 |
| Personnel | | | | | |
| Payroll | 5,500 | 6,198.40 | 33,000 | 36,875.98 | 66,000 |
| Tax | 1,300 | 1,336.60 | 7,800 | 6,815.41 | 15,600 |
| Benefits | | | | | |
| Retirement | 400 | 400.00 | 2400 | 2400.00 | 4,800 |
| Health Ins. | | | | | |
| | | | | | 7817 gross (2,417) reimb. |
| Melissa | 450 net | 450.00 | 2700 net | 2700.00 | <u>5,400 net</u> |
| (Redshift) | | | | | |
| Supplies/ | 250 | 259.80 | 1500 | 1,424.87 | 3,000 |
| Services | | | | | |
| Travel Exp. | 58 | 0.00 | 348 | 0.00 | 700 |
| Insurance | 91 | 0.00 | 546 | 0.00 | 1,100 |
| Litigation Costs | 0 | 0.00 | 0 | 0.00 | 0 |
| Total Expenses | \$14,560 | \$15,629.87 | \$87,360 | \$96,118.86 | \$162,720 |

| | |
|---|--------------|
| Monthly Actual Income Over / (Under) Actual Expenses | (\$1,676.56) |
| Year to Date Actual Income Over / (Under) Actual Expenses | \$4,344.48 |
| Balance of Trust Fund 12/31/17 | \$190,121.91 |

Seventh Month (January) FY 2017-2018 Financial Report Ending 6/30/18

INCOME

| | Month Budget | Month Actual | Y T D Budget | Y T D Actual | Budget Year |
|---------------------|---------------------|---------------------|---------------------|---------------------|--------------------|
| Fees | 16,000 | 17,806.42 | 112,000 | 117,517.14 | 192,000 |
| Interest | 100 | 511.19 | 700 | 1,000.81 | 1,200 |
| Copiers | 50 | 44.00 | 350 | 307.00 | 600 |
| | | | | | |
| Total Income | \$16,150 | \$18,361.61 | \$113,050 | \$118,824.95 | \$193,800 |

EXPENSES

| | | | | | |
|-----------------------|-----------------|--------------------|------------------|---------------------|------------------------------|
| Publications | 6,500 | 2,420.42 | 45,500 | 48,263.02 | 78,000 |
| | | | | | |
| Office | | | | | |
| Capital | 0 | 0.00 | 0 | 0.00 | 0 |
| Rent | 0 | 0.00 | 0 | 0.00 | 0 |
| Phones | 10 | 10.00 | 70 | 70.00 | 120.00 |
| | | | | | |
| Personnel | | | | | |
| Payroll | 6,000 | 6,198.40 | 42,000 | 43,074.38 | 72,000 |
| Tax | 1,300 | 1,336.60 | 9,100 | 8,152.01 | 15,600 |
| Benefits | | | | | |
| Retirement | 400 | 400.00 | 2800 | 2800.00 | 4,800 |
| Health Ins. | | | | | |
| | | | | | 7817 gross (2,417) reimb. |
| Melissa | 450 net | 450.00 | 3150 net | 3150.00 | <u>5,400 net</u> |
| | | | | | |
| (Redshift) | | | | | |
| Supplies/ | 250 | 109.68 | 1750 | 1,534.55 | 3,000 |
| Services | | | | | |
| Travel Exp. | 58 | 0.00 | 406 | 0.00 | 700 |
| Insurance | 91 | 0.00 | 637 | 0.00 | 1,100 |
| Litigation Costs | 0 | 0.00 | 0 | 0.00 | 0 |
| | | | | | |
| Total Expenses | \$15,059 | \$10,915.10 | \$105,413 | \$107,033.96 | \$180,708 |

| | |
|---|--------------|
| Monthly Actual Income Over / (Under) Actual Expenses | \$7,446.51 |
| Year to Date Actual Income Over / (Under) Actual Expenses | \$11,790.99 |
| Balance of Trust Fund 1/31/18 | \$194,839.73 |

Eighth Month (February) FY 2017-2018 Financial Report Ending 6/30/18

INCOME

| | Month Budget | Month Actual | Y T D Budget | Y T D Actual | Budget Year |
|--------------|---------------------|---------------------|---------------------|---------------------|--------------------|
| Fees | 16,000 | 16,790.28 | 128,000 | 134,307.42 | 192,000 |
| Interest | 100 | 0.00 | 700 | 1,000.81 | 1,200 |
| Copiers | 50 | 39.00 | 400 | 346.00 | 600 |
| | | | | | |
| Total Income | \$16,150 | \$16,829.28 | \$129,200 | \$135,654.23 | \$193,800 |

EXPENSES

| | | | | | |
|-----------------------|----------|-------------|-----------|--------------|------------------------------|
| Publications | 6,500 | 7,602.85 | 52,000 | 55,865.87 | 78,000 |
| | | | | | |
| Office | | | | | |
| Capital | 0 | 0.00 | 0 | 0.00 | 0 |
| Rent | 0 | 0.00 | 0 | 0.00 | 0 |
| Phones | 10 | 10.00 | 70 | 80.00 | 120.00 |
| | | | | | |
| Personnel | | | | | |
| Payroll | 6,000 | 5,888.48 | 48,000 | 48,962.86 | 72,000 |
| Tax | 1,300 | 1,527.38 | 10,400 | 9,679.39 | 15,600 |
| Benefits | | | | | |
| Retirement | 400 | 400.00 | 3200 | 3200.00 | 4,800 |
| Health Ins. | | | | | |
| | | | | | 7817 gross (2,417) reimb. |
| Melissa | 450 net | 450.00 | 3600 net | 3600.00 | <u>5,400 net</u> |
| | | | | | |
| (Redshift) | | | | | |
| Supplies/ Services | 250 | 291.02 | 2000 | 1,825.57 | 3,000 |
| Travel Exp. | 58 | 0.00 | 464 | 0.00 | 700 |
| Insurance | 91 | 0.00 | 728 | 0.00 | 1,100 |
| Litigation Costs | 0 | 0.00 | 0 | 0.00 | 0 |
| | | | | | |
| Total Expenses | \$15,059 | \$16,169.73 | \$120,472 | \$123,203.69 | \$180,708 |

| | |
|---|--------------|
| Monthly Actual Income Over / (Under) Actual Expenses | \$659.55 |
| Year to Date Actual Income Over / (Under) Actual Expenses | \$12,450.54 |
| Balance of Trust Fund 2/28/18 | \$198,536.77 |

Ninth Month (March) FY 2017-2018 Financial Report Ending 6/30/18

INCOME

| | Month Budget | Month Actual | Y T D Budget | Y T D Actual | Budget Year |
|---------------------|---------------------|---------------------|---------------------|---------------------|--------------------|
| Fees | 16,000 | 18,063.06 | 144,000 | 152,370.48 | 192,000 |
| Interest | 100 | 666.27 | 900 | 1,667.08 | 1,200 |
| Copiers | 50 | 36.00 | 450 | 382.00 | 600 |
| Total Income | \$16,150 | \$18,765.33 | \$145,350 | \$154,419.56 | \$193,800 |

EXPENSES

| | | | | | |
|-----------------------|-----------------|--------------------|------------------|---------------------|------------------------------|
| Publications | 6,500 | 11,559.12 | 58,500 | 67,424.99 | 78,000 |
| Office | | | | | |
| Capital | 0 | 0.00 | 0 | 0.00 | 0 |
| Rent | 0 | 0.00 | 0 | 0.00 | 0 |
| Phones | 10 | 10.00 | 90 | 90.00 | 120.00 |
| Personnel | | | | | |
| Payroll | 6,000 | 6,198.40 | 54,000 | 55,161.26 | 72,000 |
| Tax | 1,300 | 1,136.60 | 11,700 | 10,815.99 | 15,600 |
| Benefits | | | | | |
| Retirement | 400 | 400.00 | 3600 | 3600.00 | 4,800 |
| Health Ins. | | | | | |
| | | | | | 7817 gross (2,417) reimb. |
| Melissa | 450 net | 450.00 | 4050 net | 4050.00 | <u>5,400 net</u> |
| (Redshift) | | | | | |
| Supplies/ Services | 250 | 801.76 | 2250 | 2,627.33 | 3,000 |
| Travel Exp. | 58 | 0.00 | 522 | 0.00 | 700 |
| Insurance | 91 | 0.00 | 819 | 0.00 | 1,100 |
| Litigation Costs | 0 | 0.00 | 0 | 0.00 | 0 |
| Total Expenses | \$15,059 | \$20,555.88 | \$135,531 | \$143,769.57 | \$180,708 |

| | |
|---|--------------|
| Monthly Actual Income Over / (Under) Actual Expenses | (\$1,790.55) |
| Year to Date Actual Income Over / (Under) Actual Expenses | \$10,649.99 |
| Balance of Trust Fund 3/31/18 | \$194,865.88 |

Tenth Month (April) FY 2017-2018 Financial Report Ending 6/30/18

INCOME

| | Month Budget | Month Actual | Y T D Budget | Y T D Actual | Budget Year |
|---------------------|---------------------|---------------------|---------------------|---------------------|--------------------|
| Fees | 16,000 | 17,224.46 | 160,000 | 169,531.88 | 192,000 |
| Interest | 100 | 0.00 | 1000 | 1,922.81 | 1,200 |
| Copiers | 50 | 42.00 | 500 | 466.00 | 600 |
| Total Income | \$16,150 | \$17,266.46 | \$161,500 | \$171,920.69 | \$193,800 |

EXPENSES

| | | | | | |
|-----------------------|-----------------|--------------------|------------------|---------------------|------------------------------|
| Publications | 6,500 | 5,213.48 | 65,000 | 72,638.47 | 78,000 |
| Office | | | | | |
| Capital | 0 | 0.00 | 0 | 0.00 | 0 |
| Rent | 0 | 0.00 | 0 | 0.00 | 0 |
| Phones | 10 | 10.00 | 100 | 100.00 | 120.00 |
| Personnel | | | | | |
| Payroll | 6,000 | 5,888.48 | 60,000 | 61,049.74 | 72,000 |
| Tax | 1,300 | 1,136.60 | 13,000 | 11,952.59 | 15,600 |
| Benefits | | | | | |
| Retirement | 400 | 400.00 | 4000 | 4000.00 | 4,800 |
| Health Ins. | | | | | |
| | | | | | 7817 gross (2,417) reimb. |
| Melissa | 450 net | 450.00 | 4500 net | 4500.00 | <u>5,400 net</u> |
| (Comcast) | | | | | |
| Supplies/ Services | 250 | 137.73 | 2500 | 2,765.06 | 3,000 |
| Travel Exp. | 58 | 0.00 | 580 | 0.00 | 700 |
| Insurance | 91 | 0.00 | 910 | 0.00 | 1,100 |
| Litigation Costs | 0 | 0.00 | 0 | 0.00 | 0 |
| Total Expenses | \$15,059 | \$13,236.29 | \$150,590 | \$157,005.86 | \$180,708 |

| | |
|---|--------------|
| Monthly Actual Income Over / (Under) Actual Expenses | \$4,030.17 |
| Year to Date Actual Income Over / (Under) Actual Expenses | \$14,914.83 |
| Balance of Trust Fund 4/30/18 | \$200,323.85 |

Eleventh Month (May) FY 2017-2018 Financial Report Ending 6/30/18

INCOME

| | Month Budget | Month Actual | Y T D Budget | Y T D Actual | Budget Year |
|---------------------|---------------------|---------------------|---------------------|---------------------|--------------------|
| Fees | 16,000 | 19,698.39 | 176,000 | 189,230.27 | 192,000 |
| Interest | 100 | 0.00 | 1,100 | 1,922.81 | 1,200 |
| Copiers | 50 | 46.00 | 550 | 512.00 | 600 |
| Total Income | \$16,150 | \$19,744.39 | \$177,650 | \$191,665.08 | \$193,800 |

EXPENSES

| | | | | | |
|-----------------------|-----------------|--------------------|------------------|---------------------|------------------------------|
| Publications | 6,500 | 10,250.41 | 71,500 | 82,888.88 | 78,000 |
| Office | | | | | |
| Capital | 0 | 0.00 | 0 | 0.00 | 0 |
| Rent | 0 | 0.00 | 0 | 0.00 | 0 |
| Phones | 10 | 10.00 | 110 | 110.00 | 120.00 |
| Personnel | | | | | |
| Payroll | 6,000 | 5,888.48 | 66,000 | 66,938.22 | 72,000 |
| Tax | 1,300 | 1,136.60 | 14,300 | 13,089.19 | 15,600 |
| Benefit | | | | | |
| Retirement | 400 | 400.00 | 4400 | 4400.00 | 4,800 |
| Health Ins. | | | | | |
| | | | | | 7817 gross (2,417) reimb. |
| Melissa | 450 net | 450.00 | 4950 net | 4950.00 | <u>5,400 net</u> |
| (Comcast) | | | | | |
| Supplies/ Services | 250 | 465.12 | 2750 | 3,230.18 | 3,000 |
| Travel Exp. | 58 | 0.00 | 638 | 0.00 | 700 |
| Insurance | 91 | 0.00 | 1,001 | 0.00 | 1,100 |
| Litigation Costs | 0 | 0.00 | 0 | 0.00 | 0 |
| Total Expenses | \$15,059 | \$18,600.61 | \$165,649 | \$175,606.47 | \$180,708 |

| | |
|---|--------------|
| Monthly Actual Income Over / (Under) Actual Expenses | \$1,143.78 |
| Year to Date Actual Income Over / (Under) Actual Expenses | \$16,058.61 |
| Balance of Trust Fund 5/31/18 | \$198,914.32 |

Twelfth Month (June) FY 2017-2018 Financial Report Ending 6/30/18

INCOME

| | Month Budget | Month Actual | Y T D Budget | Y T D Actual | Budget Year |
|---------------------|---------------------|---------------------|---------------------|---------------------|--------------------|
| Fees | 16,000 | 18,526.91 | 192,000 | 207,757.18 | 192,000 |
| Interest | 100 | 0.00 | 1,200 | 1,922.81 | 1,200 |
| Copiers | 50 | 51.00 | 600 | 563.00 | 600 |
| Total Income | \$16,150 | \$18,577.91 | \$193,800 | \$210,242.99 | \$193,800 |

EXPENSES

| | | | | | |
|-----------------------|-----------------|--------------------|------------------|---------------------|------------------|
| Publications | 6,500 | 2,840.92 | 78,000 | 85,729.80 | 78,000 |
| Office | | | | | |
| Capital | 0 | 0.00 | 0 | 0.00 | 0 |
| Rent | 0 | 0.00 | 0 | 0.00 | 0 |
| Phones | 10 | 10.00 | 120 | 120.00 | 120.00 |
| Personnel | | | | | |
| Payroll | 6,000 | 5,888.48 | 72,000 | 72,826.70 | 72,000 |
| Tax | 1,300 | 1,136.60 | 15,600 | 14,225.79 | 15,600 |
| Benefit | | | | | |
| Retirement | 400 | 400.00 | 4800 | 4800.00 | 4,800 |
| Health Ins. | | | | | |
| Melissa | 450 net | 450.00 | 5400 net | 5400.00 | 5,400 net |
| (Comcast) | | | | | |
| Supplies/ | 250 | 337.42 | 3000 | 3,567.60 | 3,000 |
| Services | | | | | |
| Travel Exp. | 58 | 0.00 | 700 | 0.00 | 700 |
| Insurance | 91 | 0.00 | 1,100 | 0.00 | 1,100 |
| Litigation Costs | 0 | 0.00 | 0 | 0.00 | 0 |
| Total Expenses | \$15,059 | \$11,063.42 | \$180,708 | \$186,669.89 | \$180,708 |

| | |
|---|--------------|
| Monthly Actual Income Over / (Under) Actual Expenses | \$7,514.49 |
| Year to Date Actual Income Over / (Under) Actual Expenses | \$23,573.10 |
| Balance of Trust Fund 6/30/18 | \$207,302.61 |