



NEVADA COUNTY LAW LIBRARY

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BOARD OF TRUSTEES

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Robert Shulman,
County Counsel

August 08, 2007

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Chairman Spencer and Members of the Board of Supervisors
County of Nevada

TREASURER

G. Sean Metroka,
Court Executive Officer

950 Maidu Avenue
Nevada County, CA 95959

SECRETARY

Re: Annual Report of Board of Trustees of the Nevada County Law Library
Pursuant to Business & Professions Code §6349

TRUSTEES

Hon. Julie McManus,
Superior Court
Hon. Thomas Anderson,
Superior Court
David Alkire, Esq.
Jeffrey Guyton, Esq.

Dear Chairman Spencer and Members of the Board:

On behalf of the Board of Trustees of the Nevada County Law Library, I write to provide our annual report on the services and status of the Library, as required by Business & Professions Code §6349, a provision of the statute under which we operate. Although our Library continues to face fiscal challenges, we are managing well with the resources we have, and are providing a vital service to our community.

LAW LIBRARIAN

Mary A. Kirby

The Library's primary mission is to provide open access to a reasonable collection, currently 6,700 volumes, of primary (statutes and case law) and secondary (practice guides) legal materials for all members of our community. The Library provides substantial support for such Court and County offices as the Public Law Center, the Court Clerks, and the Family Law Facilitator. Additionally we serve the District Attorney, the Public Defender, the Recorder and Child Protective Services. We provide referrals to such non-profit legal service providers as Legal Services of Northern California, the Lawyers Referral Service of Nevada County Legal Assistance, Inc. and to the web site of the Nevada County Bar Association, which lists attorneys practicing in our community who are members of that organization. Thus, we support the work of public, quasi-public and private legal service providers in our County.

COURT EXECUTIVE OFFICER

G. Sean Metroka

HOURS

Monday – Friday
8:00 am – 5:00 pm

LAW LIBRARIAN HOURS

Monday – Friday
9:00 am – 3:30 pm

Through our three-quarter-time librarian, we provide assistance to library patrons, who are typically self-represented litigants. As you can see from the enclosed summaries of the services provided by the Library to patrons, in a typical month the Library serves an average of 500 patrons (in addition to those who make use of the Library's materials without assistance outside the librarian's hours.) Local attorneys represent about 40% of users of the Library's printed and electronic (Westlaw and DissoMaster) resources, and work and meeting spaces, especially in support of trials.

Financial Status. The condition the Trust is as follows:

- Balance as of 30 June 2007 was \$27,069.74. The Library has four recurrent sources of income: a portion of filing fees from civil cases, copier fees, interest, and (newly added this year) conference room rental fees. Filing fees are the primary source of revenue for our operation, providing an average of \$5,000.00 a month. Although the amount we receive per case has increased in recent years, thanks to the support of your Board, the overall reduction in civil filings has caused a persistent downward trend in our revenues. Together with a steady increase in the cost of legal materials, the Library's financial condition remains fragile. We again this FY received a very generous donation of \$4,320.00 from the Nevada County Bar Association. The Nevada County Bar Association continues to work to inform the lawyers in our County of the Library's financial condition, and to encourage donations of money and material to support our work. Many have graciously stepped forward.
- Our publication costs in FY 2006-2007 were \$31,132.00. All publications were paid for through the Trust Fund; NCBA members donated four publications to the library during FY 2006-2007. We undertook a number of steps this past year to cope with reduced revenues and rising costs. Our most productive action with regard to cost savings was to suspend 10 subscriptions, which reduced our subscription costs by \$17,600.00 in FY2006-2007. We are continually reviewing our publication subscriptions to economically maintain the most useful collection for our patrons. We have reviewed our insurance coverage and this year will cut that cost by half. Our efforts are beginning to pay off and we will continue to build the trust fund this year to a sustainable level.

Conclusion. The Nevada County Law Library is an important but fragile component of the legal system and economy of Nevada County. We are proud of the work we have done to maintain this service in our community and we very much appreciate your Board's support in our efforts to do so. If you have questions or concerns about our services, please feel free to call or visit our Library or contact any member of our Board.

Very truly yours,
Robert Shulman
President, Board of Trustees

Enclosure: Service Statistics, Jan. 2007 – June 2007
Financial Reports 2006-2007
Library Inventory as of June 30, 2007

c: Marcia Salter, Nevada County Auditor-Controller (w/ enc)
Honorable Sean Dowling, Presiding Judge, and Judges of the Nevada County Superior Court (w/enc)