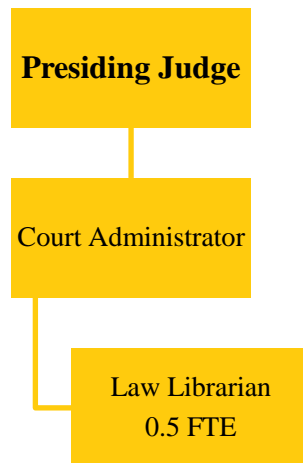


LAW LIBRARY
Fund 092-074



Law Library position: 0.5 FTE

The Champaign County Law Library was established by the Champaign County Board pursuant to statute. The Law Library is funded through a \$17.00 fee assessed on the first pleading filed by each party in all civil cases pursuant to 55 ILCS 5/5-39001.

MISSION STATEMENT

The mission of the Champaign County Law Library is to provide access to legal research materials to members of the public, lawyers, judges, and other county officials in order to facilitate the just and equitable disposition of cases heard in Champaign County.

BUDGET HIGHLIGHTS

Revenue generated by the operation of the law library continues to directly benefit the court, court-related departments, and court users. By subsidizing both the judiciary’s and public defender’s print materials and legal database subscriptions, law library fees have saved the general corporate fund an average of \$35,000 per year since 2010. Funding the salary of the Self-Representation Help Desk navigator and other Help Desk expenses, in addition to continuing to operate as a functioning library offering legal research materials available to all, the value of the law library to the justice system in Champaign County reaches beyond quantitative measurements.

The Law Library fee revenue stream is stabilizing. Through May 2018, the Law Library has accrued almost 48% of budgeted revenue for the fiscal year. As a cost-saving measure, the Law Librarian position has remained unfilled. Library operations have been overseen by the Court Administrator with the assistance of the Executive Secretary and will continue to be managed in this way through FY2018 and once again in FY2019. Therefore, to reimburse the General Corporate Fund for the time court staff contribute to library operations, a transfer of \$15,000 will be added to the FY2019 budget.

The cost of Circuit Court and Public Defender Westlaw legal database subscriptions increased for two-and-one-half months in June 2017 while the subscription agreement was being renegotiated. A new contract took effect mid-August. Under the terms of the new subscription, database content has been limited to Illinois

binding state and federal primary law; the yearly cap on subscription price increases is now 2% instead of 3%.

As part of the contract renewal with Thomson Reuters, several print title subscriptions have been discontinued. The Law Library will maintain a small catalog of print materials to provide the minimum legal reference materials to the public, judges, and attorneys of Champaign County. Online legal research options are available, but the cost of providing a Westlaw or LexisNexis patron access password remains prohibitive.

The Self-Representation Help Desk in the Champaign County Courthouse advances the important goals of facilitating equal access to justice and judicial economy by providing self-represented litigants an on-site resource to help move their cases through the system fairly and efficiently. Illinois Bar Foundation JusticeCorps Program members continue to provide additional assistance to self-represented litigants at no cost to the county. The number of visitors to the Help Desk is expected to increase again in 2019, in part due to the implementation of mandatory e-filing at the beginning of FY2018.

The implementation of mandatory electronic filing for all civil cases on January 1, 2018, has created challenges for indigent and self-represented litigants attempting to navigate the legal system. Although litigants may submit a certification for exemption from e-filing, an automatic exemption for self-represented litigants has not been approved by the Illinois Supreme Court. The single public access computer workstation in the law library, which was installed in January 2012, does not support electronic filing. The needs of the public and the legal community will continue to be monitored in FY2018 and FY2019 to determine whether the installation of a new or an additional public access terminal would substantially improve all litigants' equal access to justice.

FINANCIAL

Fund 092 Dept 074			2017	2018	2018	2019
			Actual	Original	Projected	Budget
341	38	LIBRARY FEES	\$93,875	\$91,000	\$91,000	\$91,000
		FEES AND FINES	\$93,875	\$91,000	\$91,000	\$91,000
361	10	INVESTMENT INTEREST	\$648	\$100	\$450	\$450
		MISCELLANEOUS	\$648	\$100	\$450	\$450
REVENUE TOTALS			\$94,523	\$91,100	\$91,450	\$91,450
522	2	OFFICE SUPPLIES	\$1,681	\$0	\$1,200	\$990
522	3	BOOKS, PERIODICALS & MAN.	\$51,222	\$45,000	\$41,000	\$50,000
		COMMODITIES	\$52,903	\$45,000	\$42,200	\$50,990
533	7	PROFESSIONAL SERVICES	\$17,389	\$20,000	\$20,000	\$21,000
533	33	TELEPHONE SERVICE	\$113	\$0	\$0	\$0
533	42	EQUIPMENT MAINTENANCE	\$0	\$0	\$450	\$1,200
533	85	PHOTOCOPY SERVICES	\$2,476	\$0	\$2,350	\$2,350
		SERVICES	\$19,978	\$20,000	\$22,800	\$24,550
571	80	TO GENERAL CORP FUND 080	\$0	\$15,000	\$15,000	\$15,000

INTERFUND EXPENDITURE	\$0	\$15,000	\$15,000	\$15,000
EXPENDITURE TOTALS	\$72,881	\$80,000	\$80,000	\$90,540

FUND BALANCE

FY2017 Actual	FY2018 Projected	FY2019 Budgeted
\$97,644	\$109,094	\$110,004

The minimum fund balance goal is 25% of operating expense or approximately \$20,000.

FULL TIME EMPLOYEE HISTORY

FY2015	FY2016	FY2017	FY2018	FY2019
0.5	0.5	0.5	0.5	0.5

ALIGNMENT to STRATEGIC PLAN

County Board Goal 1 – Champaign County is committed to being a high performing, open and transparent local government organization

- This special revenue will continue to be allocated within the limits prescribed by statute.
- A public access workstation is available for researching legal and court information.
- Development of technology solutions continues to minimize requirements for printed materials, while the maintenance of a print collection allows for broader access to information.

DESCRIPTION

The Champaign County Law Library, a small suite of rooms on the second floor of the Champaign County Courthouse, is open to the public during regular courthouse operating hours and provides legal reference material access to judges, lawyers, and members of the community.

OBJECTIVES

Consistent with its mission and as a complement to the Circuit Court, the Law Library’s objectives include the following:

- Maintaining an up-to-date catalog of legal research materials in both print and electronic formats, available to the public, attorneys, and judges whenever the courthouse is open;
- Providing quality service to Law Library patrons while maintaining the highest standards of professional responsibility;
- Supporting the judiciary by offering legal research assistance and information updates;
- Assisting the Court Administrator in additional duties that support the efficient operation of the Circuit Court.

PERFORMANCE INDICATORS

Indicator	FY2017 Actual	FY2018 Projected	FY2019 Budgeted
Judges' print materials (savings to general fund)	\$13,526	\$10,000	\$14,164
Westlaw for PDO & Circuit Court (savings to general fund)	\$16,125	\$11,452	\$11,681
Self-Representation Help Desk navigator contract	\$17,389	\$20,868	\$21,000
Self-Representation Help Desk inquiries	2686	2720	2800
Self-Representation Help Desk days open	209.5	210	210