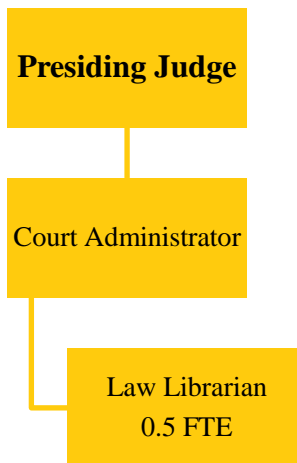


LAW LIBRARY

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 Self-Help Center (formerly the "Self-Representation Help Desk") navigator's salary and related expenses, in addition to continuing the operation of a functioning library offering legal research materials available to all, the law library fund is a valuable justice system resource.

Through May 2019, the Law Library fund has accrued 46% of budgeted revenue for the fiscal year. As a cost-saving measure, the Law Librarian position has been unfilled and library operations have been overseen by the Court Administrator with the assistance of the Executive Secretary since June 2016. In FY2020, the existing part-time Law Librarian/paralegal position will be filled. The librarian will manage library operations, purchases, contracts, and budget, and will provide additional support to the self-help center, coordinate the law student externship program with the University of Illinois College of Law, and assist the court administrator and judges with legal research.

As a result of the 2018 contract renewal with Thomson Reuters, several print title subscriptions have been discontinued. The Law Library will continue to 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-Help Center 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. As expected, the number of visitors to the help center has increased significantly – by approximately 50% – compared to this time last year.

FINANCIAL

Fund 092 Dept 074			2018 Actual	2019 Original	2019 Projected	2020 Budget
341	38	LIBRARY FEES	\$95,965	\$91,000	\$93,000	\$95,000
		FEES AND FINES	\$95,965	\$91,000	\$93,000	\$95,000
361	10	INVESTMENT INTEREST	\$1,676	\$450	\$1,750	\$1,000
		MISCELLANEOUS	\$1,676	\$450	\$1,750	\$1,000
REVENUE TOTALS			\$97,641	\$91,450	\$94,750	\$96,000
511	4	REG. PART-TIME EMPLOYEES	\$0	\$0	\$0	\$18,990
513	1	SOCIAL SECURITY-EMPLOYER	\$0	\$0	\$0	\$1,453
513	2	IMRF - EMPLOYER COST	\$0	\$0	\$0	\$1,389
513	4	WORKERS' COMPENSATION INS	\$0	\$0	\$0	\$121
513	5	UNEMPLOYMENT INSURANCE	\$0	\$0	\$0	\$233
513	6	EMPLOYEE HEALTH/LIFE INS	\$0	\$0	\$0	\$20
		PERSONNEL	\$0	\$0	\$0	\$22,206
522	2	OFFICE SUPPLIES	\$1,179	\$990	\$990	\$1,000
522	3	BOOKS,PERIODICALS & MAN.	\$49,638	\$50,000	\$50,000	\$46,000
522	44	EQUIPMENT LESS THAN \$5000	\$749	\$0	\$0	\$0
		COMMODITIES	\$51,566	\$50,990	\$50,990	\$47,000
533	7	PROFESSIONAL SERVICES	\$19,513	\$21,000	\$20,236	\$21,000
533	29	COMPUTER/INF TCH SERVICES	\$0	\$0	\$0	\$500
533	33	TELEPHONE SERVICE	\$78	\$0	\$0	\$113
533	42	EQUIPMENT MAINTENANCE	\$0	\$1,200	\$1,200	\$1,200
533	85	PHOTOCOPY SERVICES	\$2,619	\$2,350	\$2,350	\$2,500
		SERVICES	\$22,210	\$24,550	\$23,786	\$25,313
571	80	TO GENERAL CORP FUND 080	\$15,000	\$15,000	\$15,000	\$0
		INTERFUND EXPENDITURE	\$15,000	\$15,000	\$15,000	\$0
EXPENDITURE TOTALS			\$88,776	\$90,540	\$89,776	\$94,519

FUND BALANCE

FY2018 Actual	FY2019 Projected	FY2020 Budgeted
\$106,509	\$111,483	\$112,964

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

FULL TIME EMPLOYEE HISTORY

FY2016	FY2017	FY2018	FY2019	FY2020
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	FY2018 Actual	FY2019 Projected	FY2020 Budgeted
Westlaw for PDO & Circuit Court (savings to general fund)	\$11,452	\$11,684	\$11,920
Self-Representation Help Desk navigator contract	\$17,389	\$20,868	\$21,000
Self-Representation Help Desk inquiries	2988	3992	4000
Self-Representation Help Desk days open	218	218	214