

Law Library Line Item Explanations

Explanation of budget line items and increases for The Washington County Public Law Library for the 2022 budget. Voted and approved by the board of directors.

- **2001 General supplies** - [**\$2000**] To cover all supplies needed for operation of Law Library such as copy paper, office supplies, etc.
- **2002 Small Equipment** – [**\$1000**] To cover all equipment and replacements needed to operate the Law Library such as copiers, shelving etc.
- **2009 Computer Equipment** – [**\$4000**] To cover all computers and printers and needed replacements <note of increase>The law library has 5 computers, and the law library board wants the oldest of the 5 computers replaced each year. Due to the pandemic, we did not replace a computer, so we carried that money over from last year to 2022 to purchase 2 new computers to “catch up” on the keeping them replaced. This increase was voted on and approved by the law library board of directors.
- **3003 Computer Services** – [**\$7500.00**] This is a new line item for our budget in that it has been brought to our attention that our computers are for public use are subject to security concerns. We are currently taking bids on adding a IT management group to assure we are receiving the proper updates, protections and security. This was voted on and approved by the law library board of directors on June 9, 2021.
- **3009 Other Professional Services**- [**\$44,000**] This line item covers the law librarian’s contract salary, legal help desk salary, and other possible “as needed” services such as professional cleaning in the event of flooding of a room from an air conditioner, pandemic, etc. <note of increase> an increase to cover a cleaning service in the event of such incident a forementioned.
- **3023 Internet Connection** – [**\$1200**] to cover our monthly internet bill. <note of increase> an increase to pay for any additional rate increases.
- **3031 Common Carrier** – [**\$500**] To pay for travel by the law librarian to annual conferences (i.e., AALL-American Association of Law Libraries, ALA-American Library Association, etc.) for continued training and networking of the law librarian and law library.

- **3052 Fire and Extended Coverage**- [**\$100**] to cover the law library's portion of the building insurance. <note of increase> increase this year to cover any potential increases in the insurance.
- **Dues and Memberships**- [**\$76,216**] covers our legal research data bases; professional memberships, websites costs, etc. <note of increase> The law library board of directors voted on and approved adding an additional legal research database (Westlaw) for the attorney lounge on the 4th floor to better serve members of the bar association.
- **3094 Meals & Lodging** – [**\$960**] For travel to conferences as mentioned in line item 3031.
- **3101 Training & Education** – [**\$600**] to cover any training and education provided to the law librarian at conferences, webinars, etc.
- **3102 Software Support Maint.** – [**\$1000**] to cover all needs for software i.e., MS Office, Anti-virus, etc.