

C - Appropriation Organization Summary

Agency Name: SUPREME COURT Approp. Org. Name: LAW LIBRARY		Agency Number: 101 Division Number: 0400				
1	2	3	4	5	6	
Description	Code	Base Budget	Standard Budget	Exception Request	Total Agency Request	Supreme Court Recommendation
LAW LIBRARY	0401-001-401	1,398,308	1,516,500	0	1,516,500	1,516,500
TOTAL BY EXPENSE ORGS		1,398,308	1,516,500	0	1,516,500	1,516,500
PERSONAL SERVICES	0100	618,615	739,983	0	739,983	739,983
SUPPORTIVE SERVICES	0200	770,115	770,115	0	770,115	770,115
CENT.SERV./DATA SERV.	0400	9,578	6,402	0	6,402	6,402
CONTRACTUAL SERVICES	0900	0	0	0	0	0
TOTAL BY OBJECT SERIES		1,398,308	1,516,500	0	1,516,500	1,516,500
GENERAL FUND	G	1,398,308	1,516,500	0	1,516,500	1,516,500
SPECIAL REVENUE	R	0	0	0	0	0
FEDERAL FUNDS	X	0	0	0	0	0
TOTAL BY FUNDS		1,398,308	1,516,500	0	1,516,500	1,516,500
FULL TIME EMPLOYEE COUNT		3	3	0	3	3
PART TIME EMPLOYEE COUNT		1	1	0	1	1
TOTAL AUTHORIZED EMPLOYEES		4	4	0	4	4

Agency Name: SUPREME COURT	Agency Number: 101
Approp. Org. Name: LAW LIBRARY	Division Number: 0400
Expense Org. Name: LAW LIBRARY	Unit Number: 0401

EXPENSE ORGANIZATION OVERVIEW

LAW LIBRARY

2017-2018 STANDARD BUDGET REQUEST

The mission of the Wyoming State Law Library is to serve the Wyoming judiciary, members of the Wyoming State Bar Association, the Wyoming Legislature, and the public by acquiring and maintaining appropriate legal resources that contribute to the process of providing just and timely resolution of all matters before the courts. Fulfillment of this mission requires timely, adequate, accessible, and effective resources that meet the current and future needs of the courts and library patrons.

Accessibility of Law Library materials are offered through the state-wide computer library catalog (WYLDCAT). Any person with a valid Wyoming library card, regardless of location, can view information about the Law Library collection and can request items from the State Law Library using the Interlibrary Loan (ILL) service. ILL is a system of borrowing.

The State Law Library holds roughly 18,000 cataloged books. This collection consists of a wide variety of legal materials including federal, state, and tribal resources. Wyoming specific items such as Wyoming Reporters, Wyoming Statutes and Wyoming legal treatises are heavily used and updated continuously. Local newspapers and other periodicals are also made available to patrons.

Any patron visiting the State Law Library in-person can use, free of charge, legal databases like WestlawNext, LexisNexis, Shepard's Citation Service, HeinOnline, and Gale LegalForms Library. WestlawNext is a popular legal database that provides access to both primary and secondary legal sources for Wyoming. A subscription to this particular database can be quite expensive and patrons who use this valuable resource have extended gratitude for its availability. HeinOnline, another popular database, provides easy access to thousands of law reviews, federal statutory and administrative materials, a historical archive of state statutes, and additional materials. HeinOnline is offered to 15 of the 23 County Libraries at a greatly reduced price. It should be noted that, although a valuable resource, electronic tools such as databases and the Internet cannot replace properly trained Law Librarians, who have the skills to maneuver through complex legal research problems.

In addition, the State Law Library provides reference and research services. Research assistance requests can be submitted in person or by telephone, fax, or email. Other services provided by the State Law Library the bar members with summaries of Wyoming Supreme Court decisions as they are released for publication. The intention of the listserv is to provide a scholarly forum promoting the exchange of ideas, opinions, and information relevant to Wyoming law professionals.

Agency Name: SUPREME COURT	Agency Number: 101
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Expense Org. Name: LAW LIBRARY	Unit Number: 0401

During the next biennium, the Law Library intends to:

- Continue with collection development with the goal of meeting patrons’ needs and abiding by the standards set forth by the American Association of Law Libraries.
- Continue educational outreach initiatives to keep all patrons aware of the State Law Library’s valuable legal resources and its services.
- Continue to provide exceptional services to all patrons.
- Continue to bring the law library to current standards and best practices

STANDARD BUDGET REQUEST

100 Series – Personal Services: Funds in this category are used for the payment of the 3 full-time trained library professionals and one part-time librarian.

200 Series – Supportive Services: The 200 series funds are used to cover the necessary operating costs for the Law Library, which covers everything from postage, dues and registrations for professional development, office supplies, forms, cataloging and indexing supplies and photocopy charges, and the costs of binding law journals for the collection. The largest category is 236.00 Educational and Instructional Supplies, which is used to acquire books, periodicals, databases and other formatted material (i.e., microforms) to meet the legal information needs of the courts, state agencies, the legal community and the public at large.

400 Series – Central Services/Data Services: The 400 series funds are used to pay telecommunication costs for the employees in this unit.

Total Standard Budget Request \$1,516,500

NO EXCEPTION BUDGET REQUEST

Total Program Budget Request \$1,516,500

CE Expense Organization Budget Request

Agency Name: SUPREME COURT		Wyoming On-Line Financial System Code				
Approp. Org. Name: LAW LIBRARY		AGY DIVISION		UNIT	FUND	APPR UNIT
Expense Org. Name: LAW LIBRARY		101 0400		0401	001	401
1		2	3	4	5	6
		Base Budget	Standard Budget	Exception Request	Total Agency Request	Supreme Court's Recommendation
Description	Code					
EXPENDITURES						
SALARIES CLASSIFIED	0103	426,696	479,636	0	479,636	479,636
SALARIES OTHER	0104	0	0	0	0	0
EMPLOYER PD BENEFITS	0105	104,807	121,775	0	121,775	121,775
EMPLOYER HEALTH INS BENEFITS	0196	87,112	138,572	0	138,572	138,572
PERSONAL SERVICES	0100	618,615	739,983	0	739,983	739,983
EQUIPMENT REP & MNTC	0202	12,565	12,565	0	12,565	12,565
COMMUNICATION	0204	2,525	2,525	0	2,525	2,525
DUES-LICENSES-REGIST	0207	25,842	25,842	0	25,842	25,842
ADVERTISING-PROMOT	0208	0	0	0	0	0
DATA PROCESSING	0209	0	0	0	0	0
MISCELLANEOUS	0210	0	0	0	0	0
TRAVEL IN STATE	0221	4,000	4,000	0	4,000	4,000
TRAVEL OUT OF STATE	0222	10,040	10,040	0	10,040	10,040
BD/COMM TRAVEL REIMBURSE	0227	0	0	0	0	0
OFFICE SUPPL-PRINTING	0231	7,916	7,916	0	7,916	7,916
MEDICAL-LAB SUPPLIES	0235	0	0	0	0	0
EDUCA-RECREATNL SUPP	0236	707,227	707,227	0	707,227	707,227
OFFICE EQUIP-FURNISH	0241	0	0	0	0	0
DP REPRODUCT OTHER EQ	0242	0	0	0	0	0
MNTC CONTRACTS EXTERNAL	0292	0	0	0	0	0
SUPPORTIVE SERVICES	0200	770,115	770,115	0	770,115	770,115
CENTRAL-SER DATA-SER	0410	0	0	0	0	0
TELECOMMUNICATIONS	0420	9,578	6,402	0	6,402	6,402
EQUIPMENT SERVICE CENTER	0430	0	0	0	0	0
CENT. SERV./DATA SERV.	0400	9,578	6,402	0	6,402	6,402
PROFESSIONAL FEES	0901	0	0	0	0	0
SPECIAL PROJ & SVCS	0903	0	0	0	0	0
CONTRACTUAL SERVICES	0900	0	0	0	0	0
EXPENDITURE TOTALS		1,398,308	1,516,500	0	1,516,500	1,516,500
MEANS OF FUNDING						
GENERAL FUND	1001	1,398,308	1,516,500	0	1,516,500	1,516,500
GENERAL FUND	G	1,398,308	1,516,500	0	1,516,500	1,516,500
TOTAL FUNDING		1,398,308	1,516,500	0	1,516,500	1,516,500
AUTHORIZED EMPLOYEES						
FULL TIME EMPLOYEE COUNT		3	3	0	3	3
PART TIME EMPLOYEE COUNT		1	1	0	1	1
AUTHORIZED EMPLOYEES		4	4	0	4	4
TOTAL AUTHORIZED EMPLOYEES		4	4	0	4	4

Expense Organization Budget Request