

IN THE UNITED STATES DISTRICT COURT
FOR THE MIDDLE DISTRICT OF PENNSYLVANIA

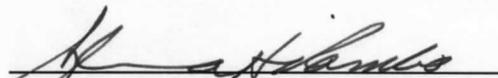
IN RE: : STANDING ORDER #97-2
: MISC. NO. 3:MI-90-382
COURT LIBRARY FUND : (AMENDMENT)

STANDING ORDER

Effective December 1, 1996, the fee to be charged by the clerk for admission to the bar of this court shall be that amount set by the Judicial Conference of the United States (presently \$50.00) which shall be deposited to the Treasury of the United States and an additional assessment of \$10.00 which shall be placed in the deposit fund and monthly transferred to the library fund of this court.

The library fund shall be maintained by the Clerk "as Trustee" in the depository designated by the court.

IT IS FURTHER ORDERED that the trustee shall account for and disburse from the library fund such sums as shall be authorized and approved pursuant to the guidelines established for the fund.

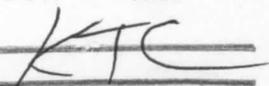


SYLVIA H. RAMBO, Chief Judge
Middle District of Pennsylvania

Dated: June 2, 1997

FILED
SCRANTON

JUN - 2 1997

PER 

DEPUTY CLERK

GUIDELINES FOR THE ADMINISTRATION OF THE LIBRARY FUND FOR THE
MIDDLE DISTRICT OF PENNSYLVANIA.

1. Source of funds.

This district, by standing order, has adopted a policy which provides for the collection of an attorney's admission fee which is equal to the fee set by the Judicial Conference of the United States plus a \$10.00 assessment for the library fund of the district.

2. Purpose of the library fund.

These non-appropriated funds will be used for the benefit of the bench and the bar in the administration of justice. Such use may include but is not limited to; purchase of publications for the court libraries for which appropriated funds are not available; expenses of advisory committees; publication of local rules and supplements; expenses which may be incurred in the proper administration and enforcement of the local rules of this court; and for any other purpose which this court may deem proper and consistent with the "Guidelines for Non-Appropriated Funds Maintained by the Courts of the United States" as approved by the Judicial Conference at its meeting September 25, 1981. These guidelines are hereby adopted as part of the guidelines of this district.

3. Custodian.

The court hereby appoints Donald R. Berry as trustee and custodian of the library fund who shall maintain the fund separate from any other funds of the court.

4. Procedure.

A. Attorneys, when generally admitted to practice before this court, will pay an admission fee equal to the fee set by the Judicial Conference plus \$10.00 for the library fund of the district (currently \$25.00). A receipt will be issued and appropriately noted for deposit as follows:

1. The fee set by the Judicial Conference will be placed in CAN 320 and deposited to the credit of the Treasurer of the United States.
2. The \$10.00 assessment will be placed in CAN 100, the deposit fund.

B. At the end of the month, the total monies held in CAN 100 for the library fund will be transferred as follows:

1. The financial deputy shall prepare an SF 1166 voucher to which he/she will attach a list of the attorneys who paid into the library fund.
2. The voucher will be certified and a check issued to the trustee for all library fund deposits for the month.
3. The check will be deposited in a checking account with the court designated depository.
4. The checking account will be in the name, Library Fund, Middle District of Pa., Donald R. Berry as Trustee.

5. At the end of any month in which the balance in the checking account exceeds \$500.00, the excess will be transferred by check to an interest bearing savings account.

Whenever the balance of the savings account appears to be substantial enough to warrant investment in short term but higher interest instruments, the Trustee shall investigate what is available and submit a proposal for approval.

C. Disbursements.

All disbursements shall be made by the Trustee by check for such sums as are authorized and approved by a majority of the judges of this court.

D. The Trustee shall file quarterly, with the Chief Judge, a detailed accounting of the beginning balance for the period, all funds received, disbursed (describing specific purpose), and the balance on deposit at the end of the period.

FILED

DEC 22 1981

ONALD R. BERRY, Clerk

ER D.R. Berry
DEPUTY CLERK

William J. Nealon
Chief Judge

R. Dixon Herman
R. Dixon Herman
U. S. District Judge

Richard P. Conaboy
Richard P. Conaboy
U. S. District Judge

Sylvia H. Rambo
Sylvia H. Rambo
U. S. District Judge

DATED: 12/24/81

Miner
U. S. Dist. J.