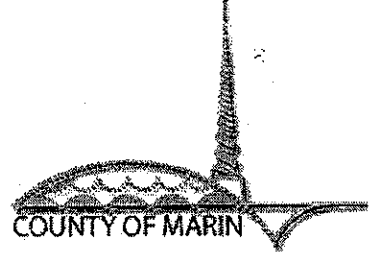


Minutes of Regular Meeting of the Board of Law Library Trustees of Marin County



LAW LIBRARY DIRECTOR:
Laurie Vaala-Olsen

A California Independent Public Agency Under
Business & Professions Code Section 6300 et seq.

Tuesday, May 18, 2021 at 5:15 p.m.
By Remote Connection

BOARD OF TRUSTEES:
Kristine Fowler Cirby, Esq., President
Tracy Barrett, Esq., Vice President
Sam Ware, Esq.
Denise Bashline
Jonathan Frieman, J.D.
Donald Drummond, Esq.
Walter Cook, Jr, Esq., MLIS

Present: Kristine Fowler Cirby, Tracy Barrett, Denise Bashline, Jonathan Frieman,
Walter Cook, Jr., and Laurie Vaala-Olsen, Ex Officio-Secretary
Absent: Sam Ware, Donald Drummond
Also Present: Bill Hale

President Kristine Cirby called the meeting to order at 5:20 p.m. and thereafter presided.

1. Approval of Minutes

1.1 Minutes of April 20, 2021 Regular Board Meeting – Walter moved for approval of the Minutes as presented; Tracy seconded. Motion passed: 5 Ayes, 0 Noes, 0 Abstentions.

2. Open Forum – One member of the public expressed comments.

3. Financial Report

3.1 April 2021 Fiscal Report

The Fiscal Report for April 2021 was attached to the agenda packet. MCLL began the month of April with \$115,669 in its fund and ended the month with \$110,708, a net loss of \$4,961. Filing Fee Revenue for April was \$11,417; Expenses totaled \$17,116. YTD Revenue (7/1/20 – 4/30/21) was \$170,251; YTD Expenses were \$135,212 leaving a FY 2020-2021 budget balance of \$35,039.

3.2 May 2021 Warrants

SPTJ's invoice was atypically high because it included several hours of work on the public access computers in preparation for reopening to the public as well as work on the Director's and Front Desk computers. Jonathan moved for approval of the Warrants as presented; Walter seconded. Motion passed: 5 Ayes, 0 Noes, 0 Abstentions.

4. Librarian's Report – Attached to May 2021 Agenda Packet.

5. Committee Reports

5.1 Advisory Budget – No report.

5.2 Fundraising for Network Equipment Replacement – Jonathan reported that MCLL did not qualify for the library funding grant because of the money we received from the State Budget in September 2020 to supplement the reduced filing fees from the COVID-19 court shutdown.

5.3 Civic Engagement – Denise reported on scheduled events and future plans;

including that Amanda Hartrey of Family Caregiver Alliance will speak at the June 3 First Thursdays at the Marin County Law Library meeting.

6. Old Business

6.1 Discuss and Approve Updates to Site Specific Protection Plan for Law Library

Laurie referred trustees to the bolded sections of the SPP on pages 1, 2, and 5 for the proposed changes to be implemented when COVID guidelines are relaxed. Jonathan moved for approval of the updated SPP as presented; Denise seconded. Motion passed with 5 Ayes, 0 Noes and 0 Abstentions.

7. New Business

7.1 Approve Purchase of Faronics Reboot Restore Security Software to Replace Current Reboot Restore Software on Patron Computers

Laurie described the benefits of the new software compared to the existing software. Discussion ensued. Walter moved for approval to purchase the Faronics Reboot Restore Security Software to replace the current problematic software; Tracy seconded. Motion passed with 4 Ayes, 1 No and 0 Abstentions.

7.2 Approve New Contract with Westlaw to Secure Pandemic-Related Cost Savings and Future Cost Savings

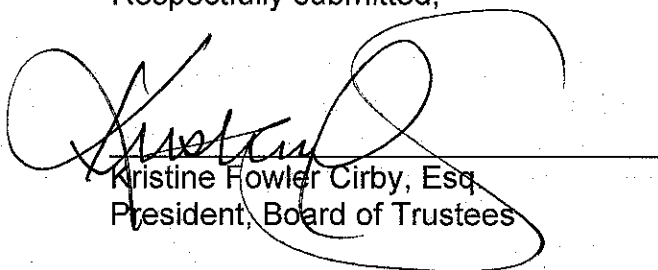
Laurie presented the terms of the new contract and the savings that will result from it. Discussion ensued. Trustees agreed that the new cost reduction agreement would improve the Law Library's financial health, but no vote was taken.

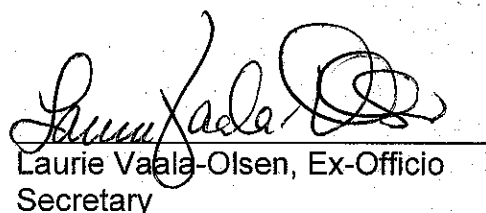
8. Board Members' Suggestions for Next Month's Agenda – Discuss establishing a fundraising committee to research and pursue grants in general (as distinct from the fundraising committee specifically for upgrading MCLL's aging network equipment).

9. Adjournment

All relevant business having come before the board, Jonathan moved to adjourn the meeting and Walter seconded. Motion passed with 5 Ayes, 0 Noes and 0 Abstentions. The meeting was adjourned at 6:39 p.m. The next board meeting will be held on Tuesday, June 15, 2021 at 5:15 p.m. on Zoom.

Respectfully submitted,


Kristine Fowler Cirby, Esq.
President, Board of Trustees


Laurie Vaala-Olsen, Ex-Officio
Secretary