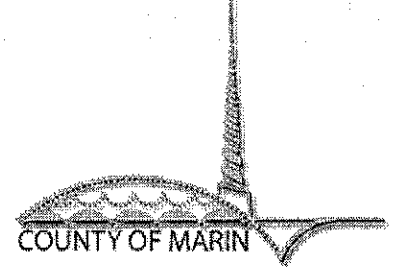


Minutes of Regular Meeting of the Board of Law Library Trustees of Marin County



LAW LIBRARY DIRECTOR:

Laurie Vaala-Olsen

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

Tuesday, July 21, 2020 at 5:15 p.m.

By Remote Connection

BOARD OF TRUSTEES:

Jonathan Frieman, J.D., President

Sam Ware, Esq., Vice President

Denise Bashline

Tracy Barrett, Esq.

Donald Drummond, Esq.

Emily Vance, Esq.

Kristine Fowler Cirby, Esq.

Present: Jonathan Frieman, Sam Ware, Tracy Barrett, Denise Bashline,
Kristine Fowler Cirby, Donald Drummond and Laurie Vaala-Olsen, Ex
Officio Secretary

Also Present: Bill Hale

President Jonathan Frieman called the meeting to order at 5:19 p.m. and thereafter
presided.

1. Approval of Minutes

1.1 Minutes of June 23, 2020 Regular Board Meeting - Kristine moved for approval of
Minutes as presented; Donald seconded. Motion passed: 5 Ayes, 0 Noes, 0 Abstentions.

2. Open Forum – No comments.

3. Financial Report

3.1 June 2020 Fiscal Report

Actual revenue was \$12 with actual expenses of \$19,312. This left an account
balance of \$99,714. Filing fee revenue for June 2020 was \$12; July 1, 2019 to June 30,
2020 filing fee revenue was \$154,597. The July 1, 2019 to June 30, 2020 year-to-date
revenue was \$174,333; July 1, 2019 to May 31, 2020 year-to-date expenses were
\$173,152. Sam requested a special report of expenses for librarian wages.

3.2 July 2020 Warrants

Laurie elaborated on SPTJ charges and reported that NHLP will not charge for
“Green Book” this year (cost was \$381.70 last year). Kristine moved for approval of
Warrants as presented; Donald seconded. Motion passed: 5 Ayes, 0 Noes, 0 Abstentions.

4. Librarian’s Report

Laurie reported that the 55-volume set of Forms of Pleading and Practice had sold.
She provided an update on reopening, noting that restrictions had increased and some
businesses that had reopened had to close again due to the rising incidence of COVID
cases in the County, which landed Marin on the State’s Watch List. Laurie sent an inquiry
to the Marin Recovers contact email requesting permission to open for the limited purpose
of providing access to two of our public computers but received no response. She also
reported on the results of recent tests that Battelle Labs had conducted to determine how
long the coronavirus remains on various types of library materials.

5 Old Business

5.1 Discuss and Approve Proposed Reopening Plan (SPP) for Law Library

Laurie presented the revised SPP which differs only slightly from earlier version; hours of operation are shorter, and it requests less information from patrons to enter Law Library. Laurie will check with County Counsel regarding whether Law Library might be able to open as a Special District and if staff can return to Law Library to work. Tracy moved for approval of the SPP as presented; Sam seconded. Motion passed: 6 Ayes, 0 Noes and 0 Abstentions.

6. New Business

6.1 Election of Officers for FY 2020-2021

Kristine was asked to serve as President of the Board; Tracy was asked to serve as Vice President of the Board. Sam moved to approve Kristine as President and Tracy as Vice President of the Board for FY 2020-2021; Denise seconded. Motion passed: 6 Ayes, 0 Noes and 0 Abstentions.

6.2 Discuss and Approve Resolution 2020-4 Recognizing Emily Vance for her Service on MCLL Board of Trustees

Donald moved for approval of Resolution 2020-4; Kristine seconded. Motion passed: 5 Ayes, 0 Noes and 0 Abstentions.

6.3 Discuss and Approve Transfer of Lawyers in the Library Program to Online/ Telephonic Platform

Laurie reported that Zoom will serve as the platform to host Lawyers in the Library online. A TechSoup subscription will cost \$139.95 per year plus whatever additional applications we choose to purchase to supplement the program. However, the Law Library's current internet infrastructure does not contain enough bandwidth to smoothly run LIL on Zoom so we will have to upgrade our internet connection. Laurie will research ISP options. Online LIL will require more time to administer than the in-person program did. Denise moved for approval to adapt the Lawyers in the Library program to an online platform; Kristine seconded. Motion passed: 5 Ayes, 0 Noes and 0 Abstentions.

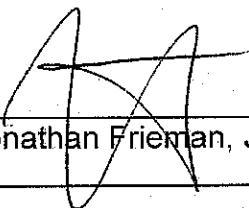
6.4 Discuss and Approve Renewal of NHLP HUD Housing Programs: Tenants' Rights, aka the "Green Book" - Moot as there will be no charge this year.

7. Board Members' Suggestions for Next Month's Agenda – Annual Report, HERA/Civic Engagement Committee (Denise).

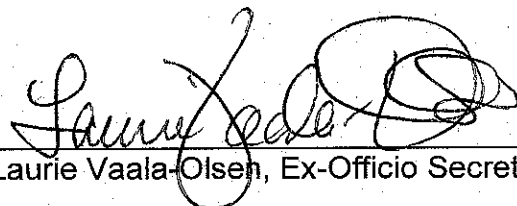
8. Adjournment

All relevant business having come before the board, Kristine moved to adjourn the meeting and Sam seconded. Motion passed with 5 Ayes, 0 Noes and 0 Abstentions. The meeting was adjourned at 6:40 p.m. The next board meeting will be held on Tuesday, August 18, 2020 at 5:15 p.m. by remote connection.

Respectfully submitted,



Jonathan Frieman, J.D.



Laurie Vaala-Olsen, Ex-Officio Secretary