

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



COUNTY OF MARIN

LAW LIBRARY DIRECTOR:
Laurie Vaala-Olsen

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

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

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

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

President Kristine Cirby called the meeting to order at 5:15 p.m. and thereafter presided.

1. Approval of Minutes

1.1 Minutes of May 18, 2021 Regular Board Meeting – Jonathan moved for approval of the Minutes as presented; Donald seconded. Motion passed: 6 Ayes, 0 Noes, 0 Abstentions.

2. Open Forum – No comments.

3. Financial Report

3.1 May 2021 Fiscal Report

The Fiscal Report for May 2021 was attached to the agenda packet. MCLL began the month of May with \$110,708 in its fund and ended the month with \$111,715, a net gain of \$1,007. Filing Fee Revenue for May was \$16,403; Expenses totaled \$15,476. YTD Revenue (7/1/20 – 5/31/21) was \$186,734, YTD Expenses were \$150,688 leaving a FY 2020-2021 budget balance of \$36,046.

3.2 June 2021 Warrants

SPTJ's invoice included installation of security and Office software on a new refurbished laptop purchased for the Law Library. The Faronics expense was for reboot and restore security software for the patron computers, including one-time purchase of a license agreement and purchase of annual maintenance agreements for each of the 4 public access computers. Tracy moved for approval of the Warrants as presented; Walter seconded. Motion passed: 6 Ayes, 0 Noes, 0 Abstentions.

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

5. Committee Reports

5.1 Fundraising for Network Equipment Replacement – Jonathan reported that he, Walter, Donald, and Laurie met with Chien Liew at the Law Library to see the network equipment that needs to be replaced and to discuss the project with Chien Liew so they

better understand the purpose of the component parts and can better advocate/seek funding from local entities.

5.2 Civic Engagement – Denise reported that the speaker for July recently cancelled and that she is actively seeking a replacement. Amanda Hartrey of Family Caregiver Alliance made an excellent presentation about the organization on June 1; FCA provides support services to family caregivers of adults with physical and cognitive impairments.

6. Old Business

6.1 Discuss and Approve Expanded Law Library Access After June 15

Laurie described recent changes in state, local and CDC recommendations effective June 15 and their impact on the Law Library. She recommended expanding public access to the Law Library while continuing the existing safety requirements. Discussion ensued. Donald moved for approval of expanded public access to the Law Library, including operating hours from 10:00 a.m. to 4:00 p.m. Monday through Thursday, continued use of masks inside the Law Library, a maximum of 6 patrons inside at a given time, continued physical distancing, and access to the print collection provided patrons use hand sanitizer, wear gloves and a mask because books will not be quarantined after each patron's use; Denise seconded. Motion passed with 6 Ayes, 0 Noes and 0 Abstentions.

7. New Business

7.1 Approve Renewal of CEB OnLAW Agreement

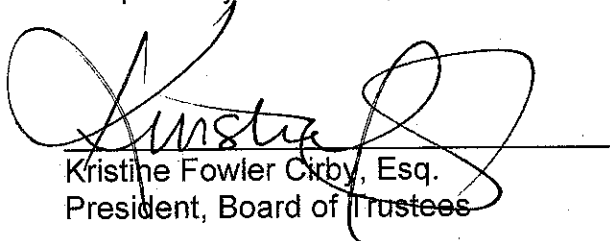
Laurie presented the terms of the Renewal Agreement and recommended the trustees approve it. Donald moved for approval of MCLL's OnLAW Subscription Renewal Agreement with CEB for FY 2021-2022; Jonathan seconded. Motion passed with 6 Ayes, 0 Noes and 0 Abstentions.

8. Board Members' Suggestions for Next Month's Agenda – Election of Officers and establishing a committee to research grant possibilities for the Law Library.

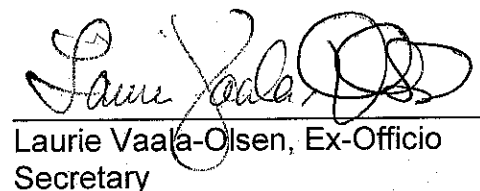
9. Adjournment

All relevant business having come before the board, Walter moved to adjourn the meeting and Denise seconded. Motion passed with 6 Ayes, 0 Noes and 0 Abstentions. The meeting was adjourned at 6:18 p.m. The next board meeting will be held on Tuesday, July 20, 2021, at 5:15 p.m. on Zoom.

Respectfully submitted,



Kristine Fowler Cirby, Esq.
President, Board of Trustees



Laurie Vaala-Olsen, Ex-Officio
Secretary