

**Notice of Regular Monthly Meeting of
Marin County Law Library Board of Trustees
Marin County Law Library
20 North San Pedro Road, Suite 2007
Conference Room
San Rafael, CA 94903**

Tuesday, May 23, 2023, at 5:15 P.M.

Agenda

Call to Order*

1. Consent Calendar

- 1.1 April 2023 Minutes
- 1.2 May 2023 Warrants

2. Open Time for Public Expression

3. Financial Report

- 3.1 Filing Fee Schedule – May 2023
- 3.2 Actuals (Income and Expenses) – May 2023

4. Librarian's Report

5. Committee Reports

- 5.1 Civic Engagement
- 5.2 Fundraising Committee
- 5.3 Personnel Committee

6. Old Business

6.1 Discussion and Action Item: Discussion and Action re Donation Letter

7. New Business

7.1 Discussion and Action Item: Discussion and Action re Meeting to Discuss Equipment and Software Upgrades to Copier System.

8. Board Members' Suggestions for Next Month's Agenda

9. Adjournment

Upcoming Events FYI:

Lawyers in the Library Virtual Program – 05/25/2023
First Thursdays at the Law Library on Zoom – Possibly July 2023

Deadline to Submit Reports for Board Meeting on 06/20/2023: 06/13/2023

* This meeting may be recorded as authorized by the Government Code.

If requested, pursuant to Government Code Section 54953.2, this agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Section 12132), and the federal rules and regulations adopted in implementation thereof. To make a request for disability-related modification or accommodation, please contact (415) 473-4381 (Voice/TTY) or 711 for the California Relay Service or e-mail disabilityaccess@marincounty.org at least five working days in advance of the meeting.

A complete agenda packet is available at the front desk of the Marin County Law Library, on the Law Library's bulletin board, and on the Law Library website at www.marincountylawlibrary.org. It is also available 24/7 outside the ground floor lobby of the middle archway entrance to the Civic Center (the one allowing access to the Courts floor) at 3501 Civic Center Drive, San Rafael, CA 94903 at least 72 hours prior to the meeting.

Board of Trustees

PRESIDENT

Kristine Fowler Cirby, Esq.
Judicially Appointed

VICE PRESIDENT

Denise Bashline
Judicially Appointed

Jorge Lopez Espindola
Board of Supervisors Appointed

Alexander Johnson, Esq.
Judicially Appointed

Donald Drummond, Esq.
Judicially Appointed

Walter Cook, Jr., Esq, MLIS
Judicially Appointed

Stephen Richards
Law Library Director

20 North San Pedro Road
Suite 2007
San Rafael, CA 94903
415-472-3733 T
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www.marincountylawlibrary.org

**Minutes of Regular Monthly Meeting of
Marin County Law Library Board of Trustees
Marin County Law Library
20 North San Pedro Road, Suite 2007
Conference Room
San Rafael, CA 94903**

Tuesday, April 18, 2023, at 5:15 P.M.

**Present: Kristine Cirby, Denise Bashline, Alexander Johnson,
Walter Cook, Jorge Lopez Espindola, and Stephen Richards,
Ex Officio-Secretary**

Also Present: Bill Hale

President Cirby called the meeting to order at 5:20 p.m.

1. Consent Calendar

Motion made by President Cirby to approve the minutes. Motion seconded by Vice President Bashline.

Vote: Motion carried 5-0

AYES: President Cirby, Trustee Bashline, Trustee Johnson, Trustee Cook, Trustee Espindola

2. Open Time for Public Expression

Public Comment was made on the quality of self-help legal guides being more nationally focused and curious to know about Council of California County Law Librarians' (CCCLL) stance on future of County Law Libraries.

3. Financial Report

The financial report was presented as attached on the agenda. Notes were made to director to make sure to point out discrepancies in spending.

4. Librarian's Report

Presentation was given by the librarian about Council of California County Law Librarians meeting and request of California Legislatures to support funding. Librarian Richards along with the Director of the Sonoma County Law Library met with the staff of Assemblymember Connolly

5. Committee Reports

a. Civic Engagement

The discussion around civic engagement included discussing moving First Thursdays to a pre-interview video to upload on Thursdays rather than a live event. Discussion also included promoting civic engagement contents including a contest for high schoolers.

b. Fundraising Committee

The discussion around fundraising included possible entries into public events such as farmers' markets and building partnerships with other public organizations in Marin County. In addition, there was a request to look into what types of donations that the law library could reasonably accept under the California Business and Professions Code.

c. Personnel (Personal) Committee

The Personnel Committee (although spelled as personal committee on the agenda) did not meet at this time.

6. Old Business

There was no old business at this time.

7. New Business

7.1 Discussion and Action Item: Discussion and Action re Law Day Donation Letter

Discussion occurred about writing a letter for donations to release during Law Day. The undertaking of this letter was being done under the fundraising committee. President Cirby made a motion to have the letter reviewed over at the May Board Meeting. Vice-President Bashline seconded the motion.

Vote: Motion carried 5-0

AYES: President Cirby, Trustee Bashline, Trustee Johnson, Trustee Cook, Trustee Espindola

7.2 Discussion and Action Item: Discussion and Action re Trellis Law Trial Promotion

Librarian Richards brought up the idea of interest regarding Trellis Law and spoke about its benefits and faults along with the other law libraries who recently subscribed. The decision, however, was that Trellis Law would not be practical for the law library at this time given the price and coverage area.

8. Board Members' Suggestions for Next Month's Agenda

9. Adjournment

The meeting ended at 6:45 p.m. The next regular board meeting will be held May 16, 2023, at 5:15 p.m.

Respectfully submitted,

Kristine Fowler Cirby
President, Board of Trustee

Stephen Richards, Ex-Officio
Secretary

FY 2022-2023 Profit & Loss Statement

May 23, 2023 Board Meeting

-----Input Actual and Forecasts in this section-----
 manually move the Blue Bar to align at intersection of Act/Fcst

		Prev FY	FISCAL YEAR 7/01/2022 through 06/30/2023												FY 2022-2023		
		Jul - Jun '21 - '22	July 2022	Aug 2022	Sep 2022	Oct 2022	Nov 2022	Dec 2022	Jan 2023	Feb 2023	Mar 2023	Apr 2023	May 2023	Jun 2023	TOTAL FY	Approved Projected Budget	(Over)/Under Plan
		Act	Act	Act	Act	Act	Act	Act	Act	Act	Act	Fcst	Fcst	Act/Fcst	Plan	Var	
REVENUE:																	
451970	Filings	\$ 168,853	\$ 14,901	\$ 12,848	\$ 13,631	\$ 12,060	\$ 14,024	\$ 14,004	\$ 11,628	\$ 11,674	\$ 12,713	\$ 11,818.00	\$ 12,599.00	\$ 12,083	\$ 153,981	\$ 145,000	\$ (8,981)
441115	Interest	\$ 24	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8	\$ 8	\$ 16	\$ 100	\$ 84
462650	Photocopies	\$ 1,828	\$ -	\$ 183	\$ 260	\$ -	\$ 234	\$ 153	\$ 200	\$ 83	\$ 73	\$ 83	\$ 100	\$ 100	\$ 1,469	\$ 1,200	\$ (269)
470410	Book Sales	\$ 1,098	\$ -	\$ -	\$ -	\$ 58	\$ -	\$ 30	\$ 15	\$ -	\$ -	\$ -	\$ 58	\$ 58	\$ 219	\$ 700	\$ 481
470330	Donations	\$ 2,655	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10	\$ 10	\$ 281	\$ 281	\$ 582	\$ 3,368	\$ 2,786
470110	Fax/Paper Sales	\$ 34	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20	\$ -	\$ -	\$ -	\$ 4	\$ 4	\$ 28	\$ 50	\$ 22
441215	Conference Room	\$ 178	\$ 125	\$ -	\$ -	\$ 25	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25	\$ 25	\$ 200	\$ 300	\$ 100
462610	Proctoring	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
461810	Miscellaneous Receipts	\$ 92,713	\$ -	\$ 125	\$ 795	\$ 71,251	\$ -	\$ -	\$ 65	\$ 11	\$ -	\$ 19	\$ -	\$ -	\$ 72,266	\$ 80,000	\$ 7,734
461710	Classes/Workshops/MCLE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 83	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 83	\$ -	\$ (83)
462610	Passport Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,890	\$ 560	\$ 1,610	\$ -	\$ -	\$ 4,060	\$ -	\$ (4,060)
480210	Transfers In	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Revenue Total:	\$ 267,383	\$ 15,026	\$ 13,156	\$ 14,685	\$ 83,394	\$ 14,258	\$ 14,270	\$ 11,928	\$ 13,658	\$ 13,356	\$ 13,540	\$ 13,075	\$ 12,559	\$ 232,904	\$ 230,718	\$ (2,186)
EXPENSE:																	
Staff																	
511110	Librarian	\$ 53,681	\$ 4,093	\$ 3,240	\$ 5,819	\$ 4,774	\$ 4,230	\$ 5,366	\$ 3,411	\$ 4,605	\$ 7,095	\$ 3,820.00	\$ 5,250	\$ 5,250	\$ 56,953	\$ 63,000	\$ 6,047
511220	Extra Hire	\$ 18,884	\$ 3,045	\$ 2,451	\$ 3,827	\$ 2,450	\$ 2,454	\$ 2,818	\$ 1,754	\$ 2,940	\$ 4,292	\$ 3,234	\$ 4,083	\$ 4,083	\$ 37,431	\$ 49,000	\$ 11,569
515110	Social Security	\$ 4,251	\$ 443	\$ 361	\$ 660	\$ 414	\$ 415	\$ 507	\$ 320	\$ 468	\$ 706	\$ 437	\$ 579	\$ 579	\$ 5,890	\$ 6,944	\$ 1,054
515115	Medicare	\$ 986	\$ 104	\$ 85	\$ 154	\$ 97	\$ 97	\$ 119	\$ 75	\$ 109	\$ 165	\$ 103	\$ 135	\$ 135	\$ 1,377	\$ 1,624	\$ 247
513215	Health Benefits	\$ 8,711	\$ 951	\$ 476	\$ 951	\$ 961	\$ 1,933	\$ 1,457	\$ 1,457	\$ 1,457	\$ -	\$ -	\$ 476	\$ 476	\$ 10,597	\$ 13,000	\$ 2,403
514110	Workers Compensation	\$ 814	\$ 97	\$ 432	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 302	\$ -	\$ 832	\$ 1,700	\$ 868
515120	Unemployment Insur.	\$ 1,319	\$ 82	\$ 66	\$ -	\$ -	\$ -	\$ 19	\$ 139	\$ -	\$ 106	\$ 68	\$ 125	\$ 125	\$ 731	\$ 1,500	\$ 769
	Staff Subtotal:	\$ 88,645	\$ 8,815	\$ 7,112	\$ 11,412	\$ 8,696	\$ 9,128	\$ 10,287	\$ 7,157	\$ 9,579	\$ 12,364	\$ 7,662	\$ 10,950	\$ 10,648	\$ 113,810	\$ 136,768	\$ 22,958
ADMINISTRATIVE EXPENSE																	
Insurance																	
	USLI	\$ 2,140	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,328	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,328	\$ 2,172	\$ 844
	Complete Equity Markets	\$ 1,697	\$ -	\$ -	\$ 1,589	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,589	\$ 1,722	\$ 133
	Hartford	\$ 1,681	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,910	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,910	\$ 1,706	\$ (204)
521610	Insurance Subtotal:	\$ 5,518	\$ -	\$ -	\$ 1,589	\$ -	\$ -	\$ 1,910	\$ 1,328	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,827	\$ 5,600	\$ 773
522210	Memberships/Prof Develop.																
	Placeholder	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 570	\$ 570	\$ -	\$ -
	CCCLL	\$ 420	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 420	\$ -	\$ -	\$ -	\$ -	\$ 420	\$ 840	\$ 595	\$ (245)
	MCBA	\$ 120	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100	\$ 120	\$ 20
	MLCPA	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	NOCALL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150	\$ 150	\$ 150	\$ -
	MCEAC	\$ 35	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 35	\$ 35
	MBRP/Prof Dev Subtotal:	\$ 575	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 520	\$ -	\$ -	\$ -	\$ -	\$ 1,140	\$ 1,660	\$ 900	\$ (190)
522410	Office Expenses	\$ 1,964	\$ 73	\$ -	\$ 86	\$ 235	\$ 66	\$ 63	\$ -	\$ 313	\$ 35	\$ 176	\$ 250	\$ 250	\$ 1,547	\$ 3,000	\$ 1,453
522440	Postage	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 344	\$ 193	\$ -	\$ -	\$ 537	\$ -	\$ (537)
522310	Projects	\$ -	\$ 1	\$ -	\$ 265	\$ 325	\$ 75	\$ 100	\$ 15	\$ 372	\$ 95	\$ 208	\$ 208	\$ 208	\$ 1,871	\$ 2,500	\$ 629
522510	Professional Services (ADP Payroll)	\$ 802	\$ 148	\$ 148	\$ 222	\$ 148	\$ 148	\$ 148	\$ 148	\$ 148	\$ 148	\$ 148	\$ 148	\$ 148	\$ 1,847	\$ -	\$ (1,847)
522930	Copy Machines																
	DeLage Landen	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 194	\$ 194	\$ 194	\$ 582	\$ 777	\$ 777
	HiTech	\$ -	\$ 192	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 192	\$ 777	\$ 585
	Marin Copier	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 213	\$ -	\$ -	\$ 213	\$ 777	\$ 565
	Copy Machines Subtotal:	\$ -	\$ 192	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 407	\$ 194	\$ 194	\$ 987	\$ 2,332	\$ 1,927

FY 2022-2023 Profit & Loss Statement

May 23, 2023 Board Meeting

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		Prev FY	FISCAL YEAR 7/01/2022 through 06/30/2023												FY 2022-2023			
		Jul - Jun '21 - '22	July 2022	Aug 2022	Sep 2022	Oct 2022	Nov 2022	Dec 2022	Jan 2023	Feb 2023	Mar 2023	Apr 2023	May 2023	Jun 2023	TOTAL FY	Approved Projected Budget	(Over)/Under Plan	
521310	Tel/Internet																	
	Sonic Email	\$ 284	3%	\$ 24	\$ 57	\$ 57	\$ 38	\$ 18	\$ 18	\$ 33	\$ 18	\$ 18	\$ 25	\$ 25	\$ 349	\$ 311	\$ (38)	
	Comcast Internet	\$ 2,465	22%	\$ 197	\$ 208	\$ 233	\$ 258	\$ 258	\$ 223	\$ 193	\$ 198	\$ 233	\$ 191	\$ 191	\$ 2,380	\$ 2,698	\$ 318	
	AT&T Phone	\$ 1,303	12%	\$ 133	\$ 141	\$ 169	\$ 136	\$ 130	\$ 125	\$ 134	\$ 138	\$ 134	\$ 110	\$ 110	\$ 1,591	\$ 1,427	\$ (165)	
	SPTJ	\$ 6,910	63%	\$ 613	\$ 350	\$ 963	\$ 438	\$ 963	\$ 17,766	\$ 437	\$ 788	\$ 4,096	\$ 507	\$ 507	\$ 33,483	\$ (1) 47,564	\$ 14,082	
	Tel/Internet Subtotal:	\$ 10,963		\$ 967	\$ 755	\$ 1,422	\$ 869	\$ 1,368	\$ 18,132	\$ 782	\$ 1,156	\$ 4,480	\$ 833	\$ 833	\$ 37,803	\$ 52,000	\$ 14,197	
522815	Publications Upkeep																	
	Other (CEB OnLaw, etc.)	\$ -	0%	\$ 342	\$ 1,059	\$ 965	\$ 1,191	\$ 923	\$ 923	\$ 3,346	\$ 409	\$ 1,801	\$ 836	\$ 342	\$ 342	\$ 12,479	\$ -	\$ (12,479)
	CEB	\$ 13,647	24%	\$ 1,640	\$ 651	\$ 685	\$ 609	\$ 1,015	\$ 307	\$ 367	\$ 1,532	\$ 1,451	\$ 1,928	\$ 1,015	\$ 1,015	\$ 12,216	\$ 14,494	\$ 2,278
	Lexis Nexis	\$ 4,441	8%	\$ 1,439	\$ -	\$ 105	\$ 70	\$ 495	\$ 1,058	\$ 292	\$ 421	\$ 481	\$ 292	\$ 292	\$ 600	\$ 5,545	\$ 4,717	\$ (828)
	WestLaw	\$ 25,054	44%	\$ 2,130	\$ 2,130	\$ 2,130	\$ 2,130	\$ 2,574	\$ 2,130	\$ 2,130	\$ 2,130	\$ 2,130	\$ 2,130	\$ 2,130	\$ 26,000	\$ 26,609	\$ 610	
	West Publishing	\$ 14,292	25%	\$ 1,205	\$ 1,205	\$ 1,205	\$ 1,208	\$ 1,208	\$ 1,208	\$ 1,208	\$ 1,205	\$ 1,232	\$ 1,232	\$ 1,205	\$ 14,530	\$ 15,180	\$ 649	
	Publications Subtotal:	\$ 57,434		\$ 6,755	\$ 5,044	\$ 5,090	\$ 5,208	\$ 6,216	\$ 5,626	\$ 7,343	\$ 5,698	\$ 7,096	\$ 6,418	\$ 5,292	\$ 70,770	\$ 61,000	\$ (9,770)	
522410	Book Binding	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Expense Total:	\$ 165,901		\$ 16,950	\$ 13,059	\$ 20,085	\$ 15,480	\$ 17,000	\$ 36,266	\$ 17,292	\$ 17,265	\$ 24,562	\$ 21,419	\$ 17,567	\$ 18,713	\$ 235,658	\$ 264,100	\$ 28,442
	Net Gain/(Loss)	\$ 101,481		\$ (1,925)	\$ 97	\$ (5,400)	\$ 67,913	\$ (2,743)	\$ (21,996)	\$ (5,364)	\$ (3,608)	\$ (11,205)	\$ (7,879)	\$ (4,492)	\$ (6,154)	\$ (2,754)		
	Unrestricted Fund Balance	\$ 133,689		\$ 235,170	\$ 233,246	\$ 233,343	\$ 227,942	\$ 295,856	\$ 293,113	\$ 271,117	\$ 265,753	\$ 262,146	\$ 250,941	\$ 243,062	\$ 238,570			
	Income/Loss (from above)	\$ 101,481		\$ (1,925)	\$ 97	\$ (5,400)	\$ 67,913	\$ (2,743)	\$ (21,996)	\$ (5,364)	\$ (3,608)	\$ (11,205)	\$ (7,879)	\$ (4,492)	\$ (6,154)			
	Total Unrestricted Fund Bal	\$ 235,170		\$ 233,246	\$ 233,343	\$ 227,942	\$ 295,856	\$ 293,113	\$ 271,117	\$ 265,753	\$ 262,146	\$ 250,941	\$ 243,062	\$ 238,570	\$ 232,416			

Footnotes

⁽¹⁾ Added \$40K to the SPTJ budget for approved Network update

MARIN COUNTY LAW LIBRARY
CURRENT PERFORMANCE AND NEXT YEAR FISCAL BUDGET
 Prepared as of 05/19/2023

Munis Fund No: 3400 Program: 7960 Subprogram: 7961	CURRENT - Fiscal Year Performance													NEXT - Fiscal Year Projected and/or Budget Expectation			
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Full Year	Full Year	Full Year	Full Year	Net Chg.
	2022	2022	2022	2022	2022	2022	2023	2023	2023	2023	2023	2023	2022 - 2023	2022 - 2023	2022 - 2023	2023 - 2024	From
	Act	Act	Act	Act	Act	Act	Act	Act	Act	Act	Act	Act	Act/Fcst	BUDGET	Variance	Projected	Prior Yr
	Key Performance Notes													Increase/Decrease Key Notes			
REVENUE																	
Fillings	14,901	12,848	13,631	12,060	14,024	14,004	11,628	11,674	12,713	11,818	12,599	12,083	153,981	145,000	8,981	145,000	(8,981)
Passports	-	-	-	-	-	-	-	1,890	560	1,610	-	-	4,060	-	4,060	20,000	15,940
All Other	125	308	1,055	71,334	234	266	300	94	83	112	476	476	74,863	85,718	(10,855)	67,568	(7,295)
TOTAL REVENUE	15,026	13,156	14,685	83,394	14,258	14,270	11,928	13,658	13,356	13,540	13,075	12,559	232,904	230,718	2,186	232,568	(336)
EXPENSES																	
Direct Staffing Expense	8,815	7,112	11,412	8,696	9,128	10,287	7,157	9,579	12,364	7,662	10,950	10,648	113,810	136,768	22,958	130,768	16,958
Insurance	-	-	1,589	-	-	1,910	1,328	-	-	-	-	-	4,827	5,600	773	6,000	1,173
Membership/Prof Dev	-	-	-	-	-	-	520	-	-	-	-	1,140	1,660	900	(760)	5,648	3,988
Office Expense	73	-	86	235	66	63	-	313	35	176	250	250	1,547	3,000	1,453	3,000	1,453
Postage	-	-	-	-	-	-	-	344	193	-	-	-	537	-	(537)	3,800	3,263
Projects	1	-	265	325	75	100	15	372	95	208	208	208	1,871	2,500	629	2,500	629
Professional Svc/ (ADP)	148	148	222	148	148	148	148	148	148	148	148	148	1,847	-	(1,847)	1,852	5
Copy Machines	192	-	-	-	-	-	-	-	-	407	194	194	987	2,332	1,345	-	(987)
Telephone/Internet	967	755	1,422	869	1,368	18,132	782	1,156	4,480	6,207	833	833	37,803	52,000	14,197	13,000	(24,802)
Publications	6,755	5,044	5,090	5,208	6,216	5,626	7,343	5,698	7,096	6,418	4,984	5,292	70,770	61,000	(9,770)	66,000	(4,770)
Bookings	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL EXPENSE	16,950	13,059	20,085	15,480	17,000	36,266	17,292	17,265	24,562	21,419	17,567	18,713	235,658	264,100	28,442	232,568	(3,090)
NET GAIN/(LOSS)	(1,925)	97	(5,400)	67,913	(2,743)	(21,996)	(5,364)	(3,608)	(11,205)	(7,879)	(4,492)	(6,154)	(2,754)	(33,382)	(30,628)	(0)	2,754
FUND BALANCE																	
Unrestricted Fund Balance	235,170	233,246	233,343	227,942	295,856	293,113	271,117	265,753	262,146	250,941	243,062	238,570	235,170			232,416	
Income/Loss (from above)	(1,925)	97	(5,400)	67,913	(2,743)	(21,996)	(5,364)	(3,608)	(11,205)	(7,879)	(4,492)	(6,154)	(2,754)			(0)	
Total Unrestricted Fund Bal	233,246	233,343	227,942	295,856	293,113	271,117	265,753	262,146	250,941	243,062	238,570	232,416	232,416			232,416	

CURRENT YEAR - Key Messages

- > '22-'23 Fiscal year is projected to have a gain of \$3K
- > Underspent budget by \$38K due to unspent Network Upgrade & lower Staff usage

NEXT YEAR - Key Messages

- > Expected expense of \$233K, which assumes addtl State funding of \$62K. If not recieved a deficit will occur of \$62K
- > Yr-over-Yr remains flat, however there is a shift between of spend

MCLL COURT FILING FEE REVENUE

FISCAL YEAR	2010/2011	2011/2012	2012/2013	2013/2014	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019	2019/2020	2020-2021	2021/2022	2022/2023
MONTH													
JULY	22,977.66	20,540.55	18,553.72	17,112.03	15,325.97	13,394.41	14,436.61	15,423.76	15,732.59	15,504.68	382.26	9,382.59	14,900.57
AUGUST	23,960.43	21,718.70	18,993.11	15,217.06	16,919.18	15,889.49	15,213.24	16,073.88	14,722.11	14,041.18	16,001.89	22,888.81	12,847.78
SEPT.	21,722.04	18,661.46	17,773.96	15,432.17	16,074.18	14,699.61	12,609.37	14,326.47	14,633.61	17,124.24	10,247.04	13,414.73	13,630.59
OCTOBER	21,675.44	19,906.84	19,163.96	15,217.59	14,560.64	13,726.42	14,303.82	17,267.94	14,745.05	13,045.80	13,344.67	18,388.13	12,059.80
NOVEMBER	21,320.14	18,609.36	14,605.25	13,983.15	14,926.06	13,529.51	14,026.49	14,651.51	11,844.36	14,564.37	9,890.70	15,930.29	14,023.74
DECEMBER	21,817.93	19,736.75	17,096.40	16,688.32	13,698.16	14,161.61	14,087.85	13,988.55	13,697.15	14,025.18	9,502.63	14,865.21	14,003.50
JANUARY	20,296.35	18,939.59	16,072.57	14,588.83	12,812.89	12,802.25	12,149.23	13,808.54	13,949.41	14,580.66	9,573.31	14,193.66	11,628.35
FEBRUARY	19,451.28	20,767.28	15,160.56	14,836.86	13,448.58	12,273.72	13,625.45	12,072.28	12,332.59	14,227.45	15,886.80	10,942.59	11,673.64
MARCH	22,904.59	25,481.90	17,544.43	15,218.51	12,840.74	13,942.25	12,325.32	14,378.55	15,424.33	14,612.20	9,205.48	10,184.15	12,713.48
APRIL	19,761.98	10,562.85	15,398.28	14,144.44	13,292.85	13,097.15	14,099.42	13,045.95	13,634.85	14,828.26	11,416.60	10,927.55	11,817.58
MAY	22,159.40	17,793.36	17,385.67	15,321.18	14,594.61	15,925.91	14,977.96	13,800.05	13,546.55	8,031.24	16,402.85	15,609.32	12,599.17
JUNE	22,249.53	17,892.17	16,637.38	14,850.97	16,095.27	16,237.00	12,928.62	14,252.53	15,796.62	11.62	11,634.46	12,125.83	0.00
ANNUAL TOTALS	260,296.77	230,610.81	204,385.29	182,611.11	174,589.13	169,679.33	164,783.38	173,090.01	170,059.22	154,596.88	133,488.69	168,852.86	141,898.20

Each current month's filing fee revenue represents income generated from the Court filings of two months ago. January revenue comes from November filings, etc.

Marin County Law Library May 2023 WARRANTS

Item No.	Vendor	Current Amount Due	Suggested Payment
1	U.S. Bank (Sonic.net, Quill, USPS)	\$ 313.36	\$ 313.36
2	Thomson Reuters (Print)	\$ 1,232.34	\$ 1,232.34
3	SPTJ Consulting Inc. (April 2023 Consulting)	\$ 612.50	\$ 612.50
4	SPTJ Consulting Inc. (Cisco network reimbursement)	\$5,444.07	\$ 5,444.07
5	AT&T CALNET	\$ 131.93	\$ 131.93
6	RELX, Inc. (LexisNexis)	\$ 481.00	\$ 481.00
7	CEB Print	\$ 1,928.22	\$ 1,928.22
8	CEB Onlaw	\$355.25	\$ 355.25
9	ADP Payroll	\$ 147.70	\$ 147.70
10	Marin Copier Company (September 2022)	\$ 212.70	\$212.70
11	Thomson Reuters (Westlaw Patron)	\$2,129.60	\$ 2,129.60
12		\$ -	\$ -
13		\$ -	
14		\$ -	\$ -
15		\$ -	\$ -
	Totals:	\$ 12,988.67	\$ 12,988.67

Salary Expenses: \$7,662

Total Expenses: \$20,650.67

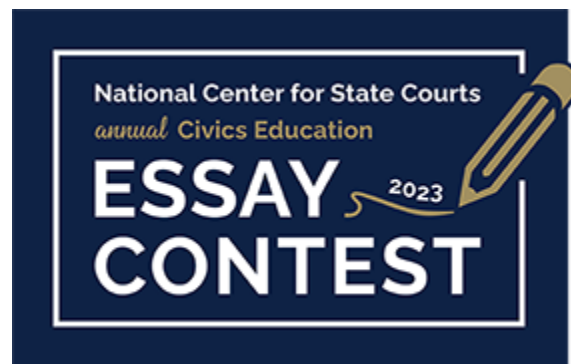
Total Revenue Available:	\$ 262,146.00
Total Expenditures (proposed):	\$ 20,650.67
Remaining Cash Balance:	\$ 241,495.33

Marin County Law Library Civic Engagement Report April 2023

First Thursdays at the Marin County Law Library Program

Discussions with law librarian Stephen Richards about the First Thursday Program continue and include ideas regarding format. The next scheduled speaker will be HICAP.

National Center for State Courts Annual Civics Education Essay Contest



Information was sent to schools, libraries, and community agencies about the 2023 Essay Contest. Winners will be announced on Monday, May 1.

2023 Essay Contest Prompts

Grades 3 - 8

The First Amendment protects freedom of speech. What happens when people are free to say anything they want in person or online? For example, yelling "fire" in a crowded room or posting hateful words on social media. What kind of free speech situations require a judge or police officer to get involved to keep the peace?

Grades 9 - 12

In 2021, the U.S. Supreme Court ruled that a high school cheerleader could not be punished in school for using curse words on social media when commenting about not making the cheer team while she was off school grounds. Do you think students should be held to the same standard when exercising their First Amendment right to freedom of speech whether they're on or off school property? Decide if there are circumstances where students should be punished by a court of law for what they say or write to maintain civility.

Having created a special database including schools, libraries, and community agencies the library is prepared to send out information for the 2024 Essay Contest early next year.

Resource guide for young adults

The library added the resource guide from the California Lawyers Association to our Facebook page this month:

When you Turn 18, A Legal Survival Guide

<https://calawyers.org/wp-content/uploads/2021/07/When-You-Turn-18-A-Legal-Survival-Guide.pdf>

Law Day 2023

The 2023 Law Day theme will be “Cornerstones of Democracy: Civics, Civility, and Collaboration.”

Submitted by Denise Bashline, Trustee

4/13/2023

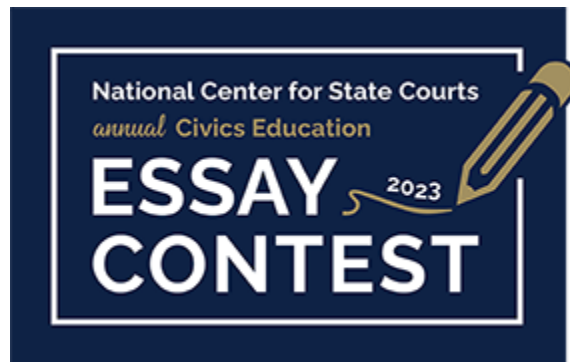
Marin County Law Library Civic Engagement Report May 2023

First Thursdays at the Marin County Law Library Program

First Thursdays will resume in July under the previous format. Future programs will feature an interview format. The next scheduled speaker will be HICAP.



National Center for State Courts Annual Civics Education Essay Contest



California, Utah, Florida students earn top prize in National Center for State Courts civics education essay contest

Williamsburg, Va. (May 9, 2023) -- California, Utah and Florida students have won top honors in the National Center for State Courts (NCSC) 2023 Civics Education Essay Contest.

For the past 10 years, NCSC has challenged youth to reflect on topics related to civics education and the U.S. Constitution. The 2023 contest asked students to discuss their First Amendment right to freedom of speech.

"This year, we really wanted students to appreciate the important connection that civics, civility and collaboration play in our democracy," said NCSC President Mary C. McQueen. "Their essays

reflect an increased understanding of these founding principles and will prepare them to assume an active role in our democratic republic.”

The contest attracted 1,700 students from 45 states and Puerto Rico. Essay scoring ranked the student's understanding of the topic, creativity, grammar, spelling and style. The nine winners will receive cash prizes totaling \$3,000.

Essays were blind judged by NCSC staff, volunteer attorneys and a finalist panel with NCSC Board Chair and Indiana Supreme Court Chief Justice Loretta H. Rush and Karon LeCompte, Ph.D., of the iEngage Summer Civics Institute at Baylor University and 2022 recipient of NCSC’s Sandra Day O’Connor Award for the Advancement of Civics Education.

The 2023 winners include:

High school (grades 9-12)

- First place – Phoebe Wang, California
- Second place – Bergen Milliren, Washington
- Third place – Mariam Abaza, Ohio

Middle school (grades 6-8)

- First place – An Nguyen, Utah
- Second place – Anson Li, Wisconsin
- Third place – Kuvam Bhatia, Georgia

Elementary school (grades 3-5)

- First place – Larissa Karpeles, Florida
- Second place – Ilyannie Tuason Gonzalez, Washington
- Third place – Stella Huang, Maryland

To read the winning essays, visit ncsc.org/contest.

Fair Housing Month April 2023

The library added a link to Segregated by Design, a short film based on the book *The Color of Law: A Forgotten History of How our Government Segregated America* by Richard Rothstein on our Facebook page. The book was designated one of the ten finalists on the National Book Awards’ long list for the best nonfiction book of 2017.

Engaged Interpreting

The library added a link from **California Rural Legal Assistance, Inc.** for this 50-hour online training program to our Facebook page.

California Rural Legal Assistance, Inc. (CRLA), in partnership with the [Legal Aid Foundation of Los Angeles](#) (LAFLA) and Instituto de Traductores e Intérpretes en Lenguas Indígenas en el Estado de Guerrero (ITILIG), is building a network of skilled interpreters with a commitment to language justice.

This 50-hour introduction to community legal interpreting is open to aspiring and experienced interpreters of all levels. Apply by June 18: <https://crla.org/interpret>

Lawyers in the Library

Flyer and May registration date sent to Marin County nonprofit groups.

Submitted by Denise Bashline, Trustee

5/17/2023