

**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, October 28, 2025, at 5:15 P.M.**

**Agenda**

**Call to Order\***

1. Consent Calendar

- 1.1 September 2025 Minutes
- 1.2 October 2025 Warrants

2. Open Time for Public Expression

3. Financial Report

- 3.1 Filing Fee Schedule – October 2025
- 3.2 Actuals (Income and Expenses) – September 2025
- 3.3 Journals and Reconciliation – September 2025

4. Librarian's Report

5. Committee Reports

- 5.1 Civic Engagement
- 5.2 Fundraising
- 5.3 Human Resources
- 5.4 Document Retention Procedures and Policies Committee

6. Old Business

6.1 Discussion and Action: Discussion and Action re Approval of 2025 Annual Report

6.2 Discussion and Action: Discussion and Action re Staffing and Operational Hours

6.3 Discussion and Action: Discussion and Action re Update on Desktop Replacement

6.4 Discussion and Action: Discussion and Action re Changing of Law Library Tax Status

6.5 Discussion and Action: Discussion and Action re Board Elections for 2025-2026

6.6 Discussion and Action: Discussion and Action re Budget for Fiscal Year 2025-2026

6.7 Discussion: Discussion re Update on Grant Submission

7. New Business

7.1 Discussion and Action: Discussion and Action re Renewal of Health Insurance for Law Library Director

7.2 Discussion and Action: Discussion and Action re Thanking for Book Donation

7.3 Discussion and Action: Discussion and Action re Website Compliance for ADA Guidelines

7.4 Discussion and Action: Discussion and Action re The Selling of Law Library Merchandise

8. Board Members' Suggestions for Next Regular Meeting Agenda

9. Adjournment

### **Upcoming Events FYI:**

Lawyers in the Library Virtual Program – 11/13/2025

First Thursdays at the Law Library on Zoom – TBA

Deadline to Submit Reports for Board Meeting on 11/18/2025: 11/11/2025

\* 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](mailto: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](http://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.***