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

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

Tuesday, January 19, 2021 at 5:15 p.m.
By Remote Connection

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

Also Present: Jackie Grossman, Bill Hale

President Kristine Fowler Cirby called the meeting to order at 5:18 p.m. and thereafter
presided.

1. Approval of Minutes
   1.1 Minutes of December 15, 2020 Regular Board Meeting – Donald moved for approval
   of the Minutes as amended; Denise seconded. Motion passed: 7 Ayes, 0 Noes, 0
   Abstentions.

2. Open Forum – No comments.

3. Financial Report
   3.1 December 2020 Fiscal Report
       Actual December Revenue was $9,503 and actual December Expenses were
       $19,338. There was net negative cash flow of $9,483.66 in December, which left a fund
       balance of $118,674. Actual filing fee revenue for December 2020 was $9,503. Actual YTD
       Filing Fee Revenue (7/1/20 – 12/31/20) was $59,369. Actual YTD Revenue (7/1/20 –
       12/31/20) was $123,151 and Actual YTD Expenses (7/1/20 – 12/31/20) were $81,096
       resulting in a net positive YTD budget cash flow of $42,054. The expense figures for
       December 2020 are incorrect. It is apparent that the projected figures for December 2020
       were not replaced by the actual figures for the month. This will be corrected before the
       February 2021 board meeting. Discussion ensued regarding the budget shortfall. Kristine
       appointed Sam Ware, Walter Cook, Jr. and Donald Drummond to a Budget Advisory
       Committee. The Committee will review the Law Library’s financials and report back to the
       board at its February 2021 meeting with recommendations for revisions to the FY 2020-2021
       Budget to reduce our expenses for the remainder of the fiscal year.
   3.2 December 2020 Warrants
       Laurie stated that $110.45 is the correct amount due for AT&T services, which brings
       the Warrants total to $8,419.78, the Total Expenses to $13,253.40, which left a Remaining

7.3 Discussion and Action Item: Renewal of Policy of Nonprofit D&O Insurance

The Law Library's Nonprofit D&O Insurance with USLI is up for renewal effective 2/14/21 at the same annual premium we paid for last year's policy. Sam moved that MCLL renew its nonprofit D&O liability policy with USLI for $1,328 for the 2/14/21 – 2/14/22 term. Donald seconded. Motion passed; 7 Ayes, 0 Noes, 0 Abstentions.

8. Board Members' Suggestions for Next Month's Agenda
   - Ad Hoc Budget Advisory Committee Report
   - Closed Session regarding pending litigation
   - Contacts/Events Committee – Denise and ?

9. Adjournment

   All relevant business having come before the board, Sam moved to adjourn the meeting and Walter seconded. Motion passed with 7 Ayes, 0 Noes and 0 Abstentions. The meeting was adjourned at 6:16 p.m. The next board meeting will be held on Tuesday, February 16, 2021 at 5:15 p.m. on Zoom.

Respectfully submitted,

[Signatures]

Kristine Fowler Cirby, Esq.
President, Board of Trustees

Laurie Vaala-Olsen, Ex-Officio
Secretary