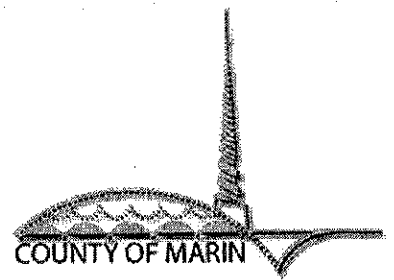


# Minutes of Regular Meeting of the Board of Law Library Trustees of Marin County



*LAW LIBRARY DIRECTOR:*  
Laurie Vaala-Olsen

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

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

*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: Sam Ware, Jonathan Frieman, Denise Bashline, Tracy Barrett,  
Kristine Fowler Cirby, and Laurie Vaala-Olsen, Ex Officio Secretary  
Absent: Donald Drummond, Emily Vance  
Also Present: Bill Hale, Jackie Grossman

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

## 1. Approval of Minutes

Kristine moved for approval of the Minutes as presented; Denise seconded. Motion passed with 5 Ayes, 0 Noes and 0 Abstentions.

## 2. Open Forum

Bill commented on the transition from books to online resources and suggested that the Law Library offer a training class or program for the public regarding how to use and navigate online resources.

## 3. Financial Report

### 3.1 December 2019 Fiscal Report

Laurie gave the December 2019 fiscal report; actual revenue was \$14,534, with actual expenses of \$14,670. This left an account balance of \$123,928. Filing fee revenue for December 2019 was \$14,025; July 1 to December 31, 2019 filing fee revenue was \$88,305. The July 1 to December 31, 2019 year-to-date revenue was \$103,904; July 1 to December 31, 2019 year-to-date expenses were \$85,048.

### 3.2 January 2020 Warrants

Laurie presented the January 2020 Warrants. Sam moved for approval of the January 2020 Warrants as presented; Kristine seconded. Motion passed with 5 Ayes, 0 Noes and 0 Abstentions.

## 4. Librarian's Report

Laurie gave a report as per the Librarian's Report attached to the January 2020 agenda packet. In addition, she stated that there were some issues with the transition to ADP that locked out access to the website so instead of recording the Law Library's payroll data on the website she instead submitted the data to DOF to meet payroll. Also, Laurie has been invited to speak with a consultant for Legal Aid as well as the Director of Legal Aid

regarding the types of legal service needs we are seeing at the Law Library and how Legal Aid is or is not meeting those needs.

5. Committees

5.1 Books, Tables and Chairs – Sam is working on renewal of the West print materials contract with Laurie.

5.2 Civic Engagement – Denise reported that Kara Connors with Buckelew will present at First Thursdays at the Law Library on February 6 and Don Carney with Youth Court will present on March 5. In addition, Abby Luccha of FACLC will present in April, Whistlestop will present in May and the SPAHR Center will present in June. Denise also reported on an expungements program called "Clear My Record.Org" that was created by Code for America.

5.3 MCLE – No report.

5.4 Liaison to Lawyers in the Library Program – Jonathan reported that Mee Mee will continue to work on signing up volunteers for the bimonthly LIL clinics. Kris has joined the Law Library Committee of MCBA. There was also discussion regarding publicly acknowledging the attorneys that volunteer at the Lawyers in the Library clinics on the Facebook page and/or website. Discussion ensued.

5.5 Liaison to Friends of Marin County Law Library – The fundraiser will be held on April 11; Jonathan will work with Max to put on this event.

6. Old Business

6.1 Discuss Spring Fundraiser Scheduled for April 11 - See item 5.4 above.

7. New Business

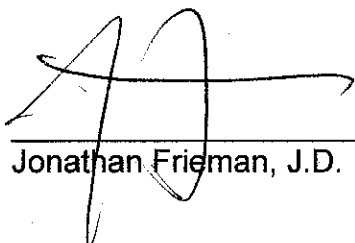
7.1 Discuss and Approve MCLL Goals for 2020 – MCLL 2020 Goals will be discussed at committee meetings to prepare Boards and Commissions Report and FY 2020-21 Projected Budget.

7. Board Members' Suggestions for Next Month's Agenda - Denise requested that the Employment Committee research the out-of-pocket cost to give \$5 per hour raises to Staff and that Books, Tables and Chairs Committee review publications commitments for next 2 years. Also, FY 2020-21 Projected Budget, 2020-2022 Boards and Commissions Report to Board of Supervisors, and planning for Spring Fundraiser.

9. Adjournment

All relevant business having come before the board, Sam moved to adjourn the meeting and Kristine seconded. Motion passed with 5 Ayes, 0 Noes and 0 Abstentions. The meeting was adjourned at 6:35 p.m. The next board meeting will be held on Tuesday, March 17, 2020 at 5:15 p.m.

Respectfully submitted,



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Jonathan Frieman, J.D.



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Laurie Vaala-Olsen, Ex-Officio Secretary