

**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, December 13, 2022, at 5:15 P.M.**

**The meeting will be conducted by remote connection.**

Pursuant to AB 361 (Enacted September 16, 2021) and Government Code section 54953(e), interested members of the public are asked to **attend electronically by typing the link into your web browser or by telephone by calling in to the telephone number below:**

**Topic: Marin County Law Library - Board Meeting - December 2022  
Time: Dec 13, 2022, 5:15 PM Pacific Time (US and Canada)**

**Join Zoom Meeting**

**<https://us02web.zoom.us/j/89001744904?pwd=WjNuMUd0dm1GeEowZk5lMkx2MnY4UT09>**

**Meeting ID: 890 0174 4904**

**Passcode: 537031**

**One tap mobile**

**+16694449171,,89001744904#,,,,\*537031# US**

**+16699006833,,89001744904#,,,,\*537031# US (San Jose)**

**Dial by your location**

**+1 669 444 9171 US**

**+1 669 900 6833 US (San Jose)**

**+1 253 205 0468 US**

**+1 253 215 8782 US (Tacoma)**

**+1 346 248 7799 US (Houston)**

**+1 719 359 4580 US**

**+1 386 347 5053 US**

**+1 507 473 4847 US**

**+1 564 217 2000 US**

**+1 646 931 3860 US**

**+1 689 278 1000 US**

**+1 929 205 6099 US (New York)**

**+1 301 715 8592 US (Washington DC)**

**+1 305 224 1968 US**

**+1 309 205 3325 US**

**+1 312 626 6799 US (Chicago)**

**+1 360 209 5623 US**

**Meeting ID: 890 0174 4904**

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**Find your local number: <https://us02web.zoom.us/j/89001744904?pwd=WjNuMUd0dm1GeEowZk5lMkx2MnY4UT09>**

## Agenda

### Call to Order\*

1. Appointment of Jorge Lopez Espindola to Law Library Board of Trustees
2. Consent Calendar
  - 2.1 Determination of January 2023 Regular Meeting to be held in person or remotely (Government Code section 54953(e))
  - 2.2 December 2022 Warrants
3. Open Time for Public Expression
4. Financial Report
  - 4.1 Filing Fee Schedule – December 2022
  - 4.2 Actuals (Income and Expenses) – December 2022
5. Librarian's Report
6. Committee Reports
  - 6.1 Civic Engagement
7. New Business
  - 7.1 Discussion and Action Item:** Discussion and Action re resolution to withdraw \$40,000 from Law Library account for network equipment upgrade
  - 7.2 Discussion and Action Item:** Discussion and Action re scheduling Lawyers in the Library Program from once a month to twice a month.

***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.***

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

**Upcoming Events FYI:**

Lawyers in the Library Virtual Program – 1/26/2022  
First Thursdays at the Law Library on Zoom – 1/5/2022  
Deadline to Submit Reports for Board Meeting on 1/17/2022: 1/10/2022

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

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## 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	0.00
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	0.00
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	0.00
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	0.00
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	0.00
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
<b>ANNUAL TOTALS</b>	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	81,465.98

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 December 2022 WARRANTS

Item No.	Vendor	Current Amount Due	Suggested Payment
1	U.S. Bank (Sonic.net, Quill, Wix, Spectra, Craigslist)	\$ 206.35	\$ 206.35
2	Matthew Bender & Co., Inc. (Lexis Print - Yearly Renewal)	\$ 460.50	\$ 460.50
3	CALNET (AT&T)	\$ 129.90	\$ 129.90
4	Kaiser Permanente	\$1,932.87	\$ 1,932.87
5	Thomson Reuters (Westlaw Patron)	\$ 2,129.60	\$ 2,129.50
6	Thomson Reuters (West Publications)	\$ 1,208.18	\$ 1,208.18
7	Matthew Bender & Co., Inc. (Lexis Print)	\$ 34.96	\$ 34.96
8	Thomson Reuters (Replacement Volume)	\$ 444.54	\$ 444.54
9	CEB Onlaw	\$355.25	\$ 355.25
10	SPTJ Consulting	\$962.50	\$ 962.50
11	ADP Payroll	\$ 147.70	\$ 147.70
12	Ingram Library Services	\$ 86.80	86.80
13	RELX Group	\$ 481.00	\$ 481.00
14	Comcast Business	\$ 257.52	\$ 257.52
	<b>Totals:</b>	<b>\$ 8,837.67</b>	<b>\$ 8,837.57</b>

**Salary Expenses: \$7,234.64**

**Total Expenses: \$16,072.21**

<b>Total Revenue Available:</b>	<b>\$ 292,297.00</b>
<b>Total Expenditures (proposed):</b>	<b>\$ 16,072.21</b>
<b>Remaining Cash Balance:</b>	<b>\$ 276,224.79</b>

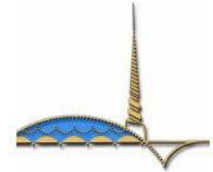
## Marin County Law Library Civic Engagement Report December 2022

### First Thursdays at the Marin County Law Library Program

Confirmed for January 5: Marin Chapter California Grand Jurors' Association



## Marin Chapter California Grand Jurors' Association



### Speaker:

Pat Shepherd, 2022-23 Foreperson, Marin County Civil Grand Jury

### About The Civil Grand Jury:

When California became a state, it established the Civil Grand Jury system to ensure local government efficiency, accountability, and responsiveness. Made up of volunteer residents in each County, the Civil Grand Jury is the “citizens’ watchdog” appointed by the California Superior Court for one year to formally investigate the efficiency and responsiveness of any local government entity. The Grand Jury’s findings and recommendations for improvement are then presented to the Marin Board of Supervisors and published on [Marin County’s website](#) and in local media.

The Civil Grand Jury is the only independent “watchdog” investigative body in Marin County. Our job is to monitor the performance of local government and make recommendations which can save taxpayers' dollars and improve services. We do thorough investigation of officials suspected of misconduct or potential government inefficiencies. These investigations follow complaints submitted by individuals in our community. Please visit our [How to File a Complaint](#) webpage if you would like information about filing a complaint.

Each spring our Superior Court Judges review applications from qualified citizens who wish to serve on the Grand Jury. Once the jurors and alternates are identified, they are sworn in and begin serving their one year term on July 1st.

Civil Grand Jury information for all counties is found on the [California Courts, the Judicial Branch of California](#) website:

- [Questions and Answers](#) under Jury Services





**About the Marin Chapter California Grand Jurors' Association:**

The Marin Chapter of the California Civil Grand Jurors' Association (MCCGJA) is a 501(c)3 Non-Profit Organization with over 100 active members. All past Grand Jurors are qualified to become a member and to then participate in any of our activities.

The [MCCGJA Board of Directors](#) is made up of the Officers (President, Vice-President, Secretary, Treasurer), Committee Chairs and Past Presidents. Go to the [Past Officers & Board Members Archives](#) to see a list of the members who have filled these roles in the past.

We have monthly meetings most months, held on the first Tuesday of the month at 10:00 AM to 12:00 PM in Room 410B, Marin County Civic Center.

The MCCGJA has six standing committees:

**Outreach Committee** – Public Relations, Provides speakers, TV programs, Booths at fairs. Some members may prefer to be speakers or to otherwise assist our Outreach Committee whose job it is to keep the Grand Jury's activities in the public eye and to do various activities to encourage individuals to apply for duty on the next year's Grand Jury.

**Training Committee** – Provides annual detailed training of newly selected Civil Grand Jury.

**Membership & Communications Committee** – Encourages membership in Chapter and maintains the chapter roster. Maintains this Web Site and a Group Mailing system, provides computer and internet technical assistance to members.

**Selection Advisory Committee** – Presents information to new applicants to Civil Grand Jury relative to duties and assists Judges in pre-selection process. Interviewing applicants for the next Grand Jury is extremely important. Those interested in sustaining the Civil Grand Jury may wish to be on the Selection Advisory Committee.

**Implementation Review Committee** – Reviews responses to Civil Grand Jury reports for adequacy and recommends further action to the sitting Civil Grand Jury if needed. While many Grand Jurors are happy to take a break following completion of their year of duty, many are also interested in seeing the results of their Reports. Accordingly, our most popular activity for new members is the Reports Follow-Up activity done by our Implementation Review Committee. See the [Reports Archives](#) for past reports produced by the committee.

**Social Committee** – Arranges for social functions, including luncheons, picnics, and Holiday functions. See the [Events Archives](#) for photos of past events.

### **Join the Grand Jurors' Association**

The first step is to become a member of the Marin County Civil Grand Jury. Once having completed your tenure on the Civil Grand Jury, we encourage you to join our Grand Jurors' Association to continue your involvement and contribution to the community. Information about our Association can be found in the *About Us* and *Members' Area* dropdown menus above. You can apply to join us using the [MCCGJA Membership Application](#). If you need more information, please [Contact Us](#).

### **First Thursday December 1**

-Resource materials from Elliot Bien

### **Projects 2023**

-Format

**Submitted by Denise Bashline, Trustee**

**12/05/2022**