

**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, September 20, 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: Board Meeting - September 2022

Time: Sep 20, 2022 5:15 P.M. Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/83845070397?pwd=QnNQamtJN0VaY3ptSG5NMUJLektzUT09>

Meeting ID: 838 4507 0397

Passcode: 475825

One tap mobile

+16699006833,,83845070397#,,,,*475825# US (San Jose)

+16694449171,,83845070397#,,,,*475825# US

Dial by your location

+1 669 900 6833 US (San Jose)

+1 669 444 9171 US

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 719 359 4580 US

+1 386 347 5053 US

+1 564 217 2000 US

+1 646 931 3860 US

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

+1 309 205 3325 US

+1 312 626 6799 US (Chicago)

Meeting ID: 838 4507 0397

Passcode: 475825

Find your local number: <https://us02web.zoom.us/j/83845070397?pwd=QnNQamtJN0VaY3ptSG5NMUJLektzUT09>

Agenda

Call to Order*

1. Determination of October Regular Meeting to be held in person or remotely (Government Code section 54953(e))
2. Consent Calendar
 - 2.1 September 2022 Warrants
 - 2.2 August 2022 Minutes
 - 2.3 Purchase of LexisNexis Subscription and Updated Self-Help Legal Books
3. Open Time for Public Expression
4. Financial Report
 - 4.1 Filing Fee Schedule – September 2022
 - 4.2 Actuals (Income and Expenses) – September 2022
5. Librarian's Report
6. Committee Reports
 - 6.1 Civic Engagement
 - 6.2 Book Committee
 - 6.3 Grant Committee
7. Old Business
 - 7.1 **Discussion and Action Item**: re Lawyers in the Library Disclosure Form

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.

8. New Business

8.1 **Discussion and Action Item**: Discussion and Action re Special Meeting for Approval of Annual Report to Board of Supervisors

8.2 **Discussion**: Discussion re Memorial of Robert Carrington

8.3 **Discussion**: Discussion re Updating and Replacing Network Equipment

8.4 **Discussion**: Discussion re Possible Revenue Sources for Law Library

8.5 **Discussion**: Discussion re Formation of New Five-Year Plan

8.6 **Discussion**: Discussion re Possible Lawyers in the Library Anniversary Celebration

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

10. Adjournment

Upcoming Events FYI:

- Lawyers in the Library Virtual Program – 9/22/2022
- First Thursdays at the Law Library on Zoom – 10/06/2022
- Deadline to Submit Reports for Board Meeting on 10/18/2022: 10/11/2022

* 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.



**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**

Board of Trustees

PRESIDENT
Tracy Barrett, Esq.
Board of Supervisors Appointed

VICE PRESIDENT
Kristine Fowler Cirby, Esq.
Judicially Appointed

Denise Bashline
Judicially 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
415-472-3729 F
www.marincountylawlibrary.org

Tuesday, August 16, 2022, at 5:15 P.M.

Present: Kristine Fowler Cirby, Tracy Barrett, Denise Bashline, Alexander Johnson, Donald Drummond, Walter Cook Jr., and Stephen Richards, Ex Officio-Secretary

Also Present: Bill Hale

Vice President Cirby called the meeting to order at 5:21 p.m. and President Barrett thereafter presided beginning at 5:25 p.m.

1. Consent Calendar

- 1.1 July 2022 Warrants
- 1.2 June 2022 Minutes
- 1.3 July 2022 Minutes
- 1.4 Determination of September Regular Meeting to be held in person or remotely (Government Code section 54953(e))
- 1.5 Approval of CEB OnLaw Subscription Renewal

Trustee Drummond moved to approve the Consent Calendar as presented. Trustee Cook seconded the motion.

Vote: Motion carried 5-0

AYES: Vice President Cirby, Trustee Bashline, Trustee Johnson, Trustee Drummond, Trustee Cook

ABSENT: President Barrett

2. Open Time for Public Expression

No public expression at this time.

3. Financial Report

- 3.1 Filing Fee Schedule – August 2022
- 3.2 Actuals (Income and Expenses) – August 2022

The Filing Fee Schedule and the Actuals for August 2022 were attached to the

agenda packet. The filing fee revenue for the Month of August 2022 was \$12,847.78. The expenses totaled \$16,307.70.

4. Librarian's Report

Librarian gave status updates regarding the library.

5. Committee Reports

5.1 Civic Engagement

The Civic Engagement Report was attached to the agenda packet.

5.2 Book Committee

The Book Committee did not have anything to report at this meeting.

6. New Business

6.1 **Discussion and Action Item: Discussion re Recommendations from Book Committee**

The Book Committee agreed to proceed with the purchase of the self-help books. Trustee Cook moved to approve the purchase of the self-help books for the law library. Trustee Bashline seconded the motion.

Vote: Motion carried 6-0

AYES: President Barrett, Vice President Cirby, Trustee Bashline, Trustee Johnson, Trustee Drummond, Trustee Cook

ABSENT: None

6.2 **Discussion:** Discussion re Lawyers in the Library Disclosure Form

Discussion regarding the Lawyers in the Library Disclosure Form occurred. One concern was about issues about allowing meeting to be recorded and another was about issues of confidentiality.

6.3 **Discussion:** Discussion re Year-End Donation Letter (Vice-President Cirby)

Vice President Cirby discussed the possibility of writing a letter for donations for the end of 2022. Letter is to be submitted and approved during October 2022 Regular Board Meeting.

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

Topics were discussed at the meeting.

8. Adjournment

All relevant business having come before the board, Vice President Cirby moved to adjourn the meeting. Trustee Bashline seconded the motion.

Vote: Motion carried 6-0

AYES: Vice President Cirby, President Barrett, Trustee Bashline, Trustee Johnson, Trustee Drummond, Trustee Cook

ABSENT: None

The meeting was adjourned at 6:20 p.m. The next board meeting will be held September 20, 2022, at 5:15 p.m.

Respectfully submitted,

Tracy Barrett
President, Board of Trustees

Stephen Richards, Ex-Officio
Secretary

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	0.00
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	0.00
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	0.00
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
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	41,378.94

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.

FY 2022-2023 Profit & Loss Statement
For September 20, 2022 Board Meeting

	Actual June FY 2021- 2022	Actual July 2022	Actual August 2022	September 2022	October 2022	November 2022	December 2022	January 2023	February 2023	March 2023	April 2023	May 2023	June 2023	Actual AUGUST Subtotals	EST. ANNUAL TOTALS Jul - June	FY 2022- 2023 Approved Projected	Over/Under	Projected Monthly
Starting balance	\$ 235,170	\$ 232,999	\$ 230,882	\$ 230,979	\$ 227,953	\$ 299,904	\$ 294,953	\$ 286,440	\$ 281,352	\$ 276,646	\$ 270,430	\$ 262,124	\$ 257,117	\$ 250,963				
Revenue																		
451970 Filings	\$ 12,126	\$ 14,901	\$ 12,848	\$ 13,631	\$ 12,083	\$ 12,083	\$ 12,083	\$ 12,083	\$ 12,083	\$ 12,083	\$ 12,083	\$ 12,083	\$ 12,083	\$ 12,848	\$ 150,126	\$ 145,000	\$ (5,126)	\$ 12,083
441115 Interest	\$ -	\$ -	\$ -	\$ -	\$ 8	\$ 8	\$ 8	\$ 8	\$ 8	\$ 8	\$ 8	\$ 8	\$ 8	\$ -	\$ 72	\$ 100	\$ 28	\$ 8
462650 Photocopies	\$ -	\$ -	\$ 183	\$ 131	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 183	\$ 1,214	\$ 1,200	\$ (14)	\$ 100
470410 Book Sales	\$ -	\$ -	\$ -	\$ 202	\$ 58	\$ 58	\$ 58	\$ 58	\$ 58	\$ 58	\$ 58	\$ 58	\$ 58	\$ -	\$ 724	\$ 700	\$ (24)	\$ 58
470330 Donations	\$ -	\$ -	\$ -	\$ 281	\$ 281	\$ 281	\$ 281	\$ 281	\$ 281	\$ 281	\$ 281	\$ 281	\$ 281	\$ -	\$ 2,810	\$ 3,368	\$ 558	\$ 281
470110 Fax/Paper Sales	\$ -	\$ -	\$ -	\$ 4	\$ 4	\$ 4	\$ 4	\$ 4	\$ 4	\$ 4	\$ 4	\$ 4	\$ 4	\$ -	\$ 40	\$ 50	\$ 10	\$ 4
441215 Conference Room	\$ -	\$ 125	\$ -	\$ -	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ -	\$ 350	\$ 300	\$ (50)	\$ 25
462610 Proctoring	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
461810 Miscellaneous Receipts	\$ -	\$ -	\$ 125	\$ -	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 125	\$ 80,125	\$ 80,000	\$ (125)	\$ 6,667
461710 Classes/Workshops/MCLE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
462610 Passport Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
480210 Transfers In	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Revenue Total:	\$ 12,126	\$ 15,026	\$ 13,156	\$ 14,248	\$ 92,559	\$ 12,559	\$ 12,559	\$ 12,559	\$ 12,559	\$ 12,559	\$ 12,559	\$ 12,559	\$ 12,559	\$ 13,156	\$ 235,461	\$ 230,718	\$ (4,743)	\$ 19,227
Expenses																		
Staff																		
511110 Librarian	\$ 4,255	\$ 4,093	\$ 3,240	\$ 5,250	\$ 5,250	\$ 5,250	\$ 5,250	\$ 5,250	\$ 5,250	\$ 5,250	\$ 5,250	\$ 5,250	\$ 5,250	\$ 3,240	\$ 59,834	\$ 63,000	\$ 3,166	\$ 5,250
511220 Extra Hire	\$ 922	\$ 3,045	\$ 2,451	\$ 4,083	\$ 4,083	\$ 4,083	\$ 4,083	\$ 4,083	\$ 4,083	\$ 4,083	\$ 4,083	\$ 4,083	\$ 4,083	\$ 2,451	\$ 46,326	\$ 49,000	\$ 2,674	\$ 4,083
515110 Social Security	\$ 321	\$ 443	\$ 361	\$ 579	\$ 579	\$ 579	\$ 579	\$ 579	\$ 579	\$ 579	\$ 579	\$ 579	\$ 579	\$ 361	\$ 6,594	\$ 6,944	\$ 350	\$ 579
515115 Medicare	\$ 75	\$ 104	\$ 85	\$ 135	\$ 135	\$ 135	\$ 135	\$ 135	\$ 135	\$ 135	\$ 135	\$ 135	\$ 135	\$ 85	\$ 1,538	\$ 1,624	\$ 86	\$ 135
513215 Health Benefits	\$ 951	\$ 951	\$ 476	\$ 476	\$ 476	\$ 476	\$ 476	\$ 476	\$ 476	\$ 476	\$ 476	\$ 476	\$ 476	\$ 476	\$ 6,187	\$ 13,000	\$ 6,813	\$ 1,083
514110 Workers Compensation	\$ -	\$ 97	\$ 432	\$ 302	\$ -	\$ 302	\$ -	\$ 302	\$ -	\$ 302	\$ -	\$ 302	\$ -	\$ 432	\$ 2,040	\$ 1,700	\$ (340)	\$ 142
515120 Unemployment Insur.	\$ 25	\$ 82	\$ 66	\$ 125	\$ 125	\$ 125	\$ 125	\$ 125	\$ 125	\$ 125	\$ 125	\$ 125	\$ 125	\$ 66	\$ 1,398	\$ 1,500	\$ 102	\$ 125
Administrative Expenses																		
521610 Insurance - Subtotal	\$ -	\$ -	\$ -	\$ -	\$ 1,800	\$ -	\$ 1,800	\$ -	\$ -	\$ -	\$ 1,800	\$ -	\$ -	\$ -	\$ 5,400	\$ 5,600	\$ 200	\$ 467
USLI	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,800	\$ -	\$ -	\$ -	\$ 1,800	\$ -	\$ (1,800)	\$ -
Complete Equity Markets	\$ -	\$ -	\$ -	\$ -	\$ 1,800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,800	\$ -	\$ (1,800)	\$ -
Hartford	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,800	\$ -	\$ (1,800)	\$ -
522210 Memberships/Prof Develop.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100	\$ -	\$ 40	\$ -	\$ -	\$ -	\$ -	\$ 570	\$ -	\$ 710	\$ 900	\$ 190	\$ 75
CCLL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 420	\$ -	\$ 420	\$ -	\$ (420)	\$ -
MCBA	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100	\$ -	\$ (100)	\$ -
MLCPA	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
NOCALL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150	\$ -	\$ 150	\$ -	\$ (150)	\$ -
MCEAC	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40	\$ -	\$ (40)	\$ -
522410 Office Expenses	\$ 252	\$ 73	\$ -	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ -	\$ 2,573	\$ 3,000	\$ 427	\$ 250
522310 Projects	\$ 57	\$ 1	\$ -	\$ 208	\$ 208	\$ 208	\$ 208	\$ 208	\$ 208	\$ 208	\$ 208	\$ 208	\$ 208	\$ -	\$ 2,081	\$ 2,500	\$ 419	\$ 208
522510 Professional Services (ADP Pay)	\$ 148	\$ 148	\$ 148	\$ 148	\$ 148	\$ 148	\$ 148	\$ 148	\$ 148	\$ 148	\$ 148	\$ 148	\$ 148	\$ 148	\$ 1,772	\$ -	\$ (1,772)	\$ -
522930 Copy Machines	\$ -	\$ 192	\$ -	\$ 194	\$ 194	\$ 194	\$ 194	\$ 194	\$ 194	\$ 194	\$ 194	\$ 194	\$ 194	\$ -	\$ 2,132	\$ 2,332	\$ 200	\$ 194
DeLage Landen	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
HiTech	\$ -	\$ 192	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 192	\$ -	\$ (192)	\$ -
Marin Copier	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
521310 Sonic Email	\$ 24	\$ 24	\$ 57	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 57	\$ 331	\$ 300	\$ (31)	\$ 25
Comcast Internet	\$ 207	\$ 197	\$ 208	\$ 191	\$ 191	\$ 191	\$ 191	\$ 191	\$ 191	\$ 191	\$ 191	\$ 191	\$ 191	\$ 208	\$ 2,315	\$ 2,292	\$ (23)	\$ 191
AT&T Phone	\$ 108	\$ 133	\$ 141	\$ 110	\$ 110	\$ 110	\$ 110	\$ 110	\$ 110	\$ 110	\$ 110	\$ 110	\$ 110	\$ 141	\$ 1,374	\$ 1,320	\$ (54)	\$ 110
SPTJ	\$ 700	\$ 613	\$ 350	\$ 507	\$ 507	\$ 507	\$ 507	\$ 507	\$ 507	\$ 507	\$ 507	\$ 507	\$ 507	\$ 350	\$ 6,033	\$ 6,084	\$ 52	\$ 507
Tel/Internet Subtotal:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,052	\$ 12,000	\$ 1,948	\$ 1,000
Admin Sub.	\$ 148	\$ 20,866	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 148	\$ 20,866	\$ -	\$ (20,866)	\$ 26,332
Collection																		
522815 Publications Upkeep	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,755	\$ 62,558	\$ 61,000	\$ (1,558)	\$ 5,083
Other (CEB OnLaw, etc.)	\$ 342	\$ 342	\$ 1,059	\$ 342	\$ 342	\$ 342	\$ 342	\$ 342	\$ 342	\$ 342	\$ 342	\$ 342	\$ 342	\$ 342	\$ 4,820	\$ -	\$ (4,820)	\$ -
CEB	\$ 1,400	\$ 1,640	\$ 651	\$ 1,015	\$ 1,015	\$ 1,015	\$ 1,015	\$ 1,015	\$ 1,015	\$ 1,015	\$ 1,015	\$ 1,015	\$ 1,015	\$ 1,640	\$ 12,441	\$ -	\$ (12,441)	\$ 1,015
Lexis Nexis	\$ 1,217	\$ 1,439	\$ -	\$ -	\$ 35	\$ 35	\$ 35	\$ 292	\$ 292	\$ 1,500	\$ 292	\$ 292	\$ 600	\$ 1,439	\$ 5,277	\$ -	\$ (5,277)	\$ 292
WestLaw	\$ 2,088	\$ 2,130	\$ 2,130	\$ 2,130	\$ 2,130	\$ 2,130	\$ 2,130	\$ 2,130	\$ 2,130	\$ 2,130	\$ 2,130	\$ 2,130	\$ 2,130	\$ 2,130	\$ 25,555	\$ 25,555	\$ 0	\$ 2,088
West Publishing	\$ 1,205	\$ 1,205	\$ 1,205	\$ 1,205	\$ 1,205	\$ 1,205	\$ 1,205	\$ 1,205	\$ 1,205	\$ 1,205	\$ 1,205	\$ 1,205	\$ 1,205	\$ 1,205	\$ 14,466	\$ -	\$ (14,466)	\$ 1,189
522410 Book Binding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expense Total:	\$ 14,297	\$ 17,142	\$ 13,059	\$ 17,275	\$ 20,608	\$ 17,510	\$ 21,073	\$ 17,647	\$ 17,265	\$ 18,775	\$ 20,865	\$ 17,567	\$ 18,713	\$ 14,015	\$ 207,342	\$ 224,100	\$ 16,758	\$ 18,675
Fund Balance	\$ 232,999	\$ 230,882	\$ 230,979	\$ 227,953	\$ 299,904	\$ 294,953	\$ 286,440	\$ 281,352	\$ 276,646	\$ 270,430	\$ 262,124	\$ 257,117	\$ 250,963					

Marin County Law Library September 2022 WARRANTS

Item No.	Vendor	Current Amount Due	Suggested Payment
1	U.S. Bank (State Compensation Insurance Fund, Sonic.net, Microsoft)	\$ 588.80	\$ 588.80
2	Ingram Library Services	\$ 703.27	\$ 703.27
3	AT&T CALNET	\$ 166.19	\$ 166.19
4	Comcast Business	\$207.52	\$ 207.52
5	CEB Print	\$ 650.73	\$ 650.73
6	CEB OnLaw	\$ 355.25	\$ 355.25
7	SPTJ Consulting, Inc (January 2022)	\$ 175.00	\$ 175.00
8	SPTJ Consulting, Inc	\$ 175.00	\$ 175.00
9	Thompson Reuters (Westlaw)	\$2,129.60	\$ 2,129.60
10	Kasier	\$475.65	\$ 475.65
11	ADP Payroll	\$ 147.70	\$ 147.70
12	Thompson Reuters (West Publications)	\$ 1,205.47	1,205.47
13			
14			
	Totals:	\$ 6,980.18	\$ 6,980.18
Salary Expenses: \$7,858.05			
Total Expenses: \$14,846.23			

Total Revenue Available:	\$ -
Total Expenditures (proposed):	\$ 14,848.23
Remaining Cash Balance:	\$ (14,848.23)

Marin County Law Library Civic Engagement Report September 2022

First Thursdays at the Marin County Law Library Program

Confirmed for October 6: Marin County Veterans' Service Office

Marin County Veterans' Service Office



Speaker:

Sean Stephens

About Marin County Veterans Service Office:

The Marin County Veterans Service Office helps veterans, their spouses and children obtain all types of veterans benefits. To start the process, schedule an appointment by telephone.

- Wartime veterans who have no service-connected disabilities but who are unable to work may be eligible for a pension.

- All veterans may be eligible for free hospital care at any VA medical facility, a guaranteed loan for the purchase of a home, and veteran's preference in employment. Drug and alcohol treatment programs are available.
- Veterans honorably discharged within the last ten years may be eligible for payment while attending school.
- Children of veterans who have a service-connected disability may be able to attend a State of California college or university without payment of tuition.
- Spouses and children of deceased veterans whose death was service connected are eligible for monthly payment, tax exemption and a college education. Spouses and children of deceased wartime veterans, who have a very limited income, may be eligible for death pension. Life insurance and a burial allowance are payable in some cases.
- There are no time limits for filing most claims.
- Many veterans are unaware of the services and benefits to which they are entitled.
- Our goal is to make sure Marin County veterans are made aware of their entitlements and receive assistance in obtaining services and benefits.

Hours of operation – Monday through Thursday, 8:30 a.m. – 4:00 p.m.

Location: 10 North San Pedro Road, San Rafael

(415) 473-6193

Marin County Law Library You Tube Station Viewership:

Social Security Disability Benefits Overview: 28 views

Marin Legal Self-Help Center: 31 views

Conservation Corps North Bay: 24 views

Marin County Probation Department: 49 views

Matrix Parent Network: 25 views

Marin Organizing Committee: 26 views

Community Action Marin: 30 views

Avoiding Property Deed Fraud: 37 views

Legal Aid of Marin County: 35 views

Submitted by Denise Bashline, Trustee

9/13/2022

Marin County Law Library

Book Committee Report

September 7, 2022

As members of the Book Committee, Trustees Cook and Drummond independently considered Director Stephen Richards' recommendation that the Marin County Law Library (the "Library") acquire two digital licenses from LexisNexis (covering California Forms of Pleading and Practice and California Points and Authorities, respectively) pursuant to a three-year offer expiring on September 30, 2025.

This offer made these licenses available for \$481 per month for the first twelve months (vs. the regular price of \$981 per month); \$501.00 per month for the second twelve months (vs. the projected price of \$1,022 per month for the second twelve months); and \$522.00 per month for the third twelve months (vs. the projected price of \$1,065 per month for the third twelve months). This limited-time offer represents a projected cost savings of approximately 45% over three years. Considering these significant savings and considering that the print price for California Forms of Pleading and Practice is currently \$16,294 and the print price for California Points and Authorities is currently \$12,487, the Book Committee requested that the Director purchase these licenses before the offer expired.

The Book Committee recommends the full Board of Trustees ratify such license purchase, pursuant to the resolution stated below.

In addition, Trustees Cook and Drummond independently considered the Director's recommendation that the Law Library purchase the most recent editions of 55 legal self-help books published by Nolo that are listed as available in the attached Excel spreadsheet, in order to keep this part of the Library's collection current.

The estimated cost of such purchases should not exceed \$1,750. Considering the general consensus in favor of acquiring these titles at the Board's last regular meeting, the Book Committee requested the Director to proceed with such purchase. The Book Committee believes that that the full Board should ratify such purchase at its next regular Board meeting.

Therefore, the Book Committee recommends unanimously that the Board ratify the purchase of these LexisNexis digital licenses and Nolo books, pursuant to the following resolution:

RESOLVED, that the Board hereby ratifies the purchase by the Director of two LexisNexis digital licenses covering California Forms of Pleading and Practice and California Points and Authorities, pursuant to the three-year Subscription Agreement; and further

RESOLVED, that the Board hereby ratifies the purchase of the available books published by Nolo Press that are listed on the attached Excel spreadsheet entitled, "Nolo Press Titles 2020."

The Book Committee requests that the Director include these resolutions among the resolutions to be included for adoption on the consent agenda at the Board's next regular meeting.

COUNTY GRANTS COMMITTEE REPORT

Directors Cook and Drummond independently reviewed the county grant application process. Each found that the County requires that the applicant be a 501(c)3 corporation; the librarian informs us that we are not a 501(c) corporation but rather a different code section. Directors Cook and Drummond are checking to see if this might meet the County requirements.

Respectfully submitted.

A handwritten signature in black ink, appearing to read "J.F. Drummond". The signature is written in a cursive style with a large, stylized initial "J" and "F".



LAWYERS IN THE LIBRARY
A Project of the Sacramento County Public Law Library
and the Voluntary Legal Services Program
of Northern California

Your appointment time:

PROGRAM INFORMATION AND DISCLAIMER

Welcome to the Lawyers in the Library program. A volunteer attorney will see you today at your assigned appointment time. **You must be present in the Civil Self Help Center waiting area when your name is called** or you will lose your slot. While you wait, please keep your conversations quiet and **silence your cell phone**. If you disturb other people in the library, you will be asked to leave and you will forfeit your appointment.

The Lawyers in the Library program is a public service of the Voluntary Legal Services Program of Northern California (VLSP), hosted by the Sacramento County Public Law Library. We provide general information and our help is available to Sacramento County residents and those with a case in Sacramento County. We may, therefore, help both sides in a dispute. While we will not disclose your information to third parties, we cannot guarantee privacy in this setting, so your conversations are not confidential.

If you already have an attorney, we will not be able to help you. This service is for non-attorney, self-represented litigants only. **The attorney you meet with is not "your lawyer." This meeting does not create or imply an attorney-client relationship.** The attorney will not consult with you outside of this program, nor will the attorney represent you in the matter you discuss today, or in any other matter. **No recording of your meeting with the attorneys of the Lawyers in the Library Program is permitted.**

If the attorney does not specialize in the area of law that concerns you, he or she may give you a referral to an agency or to the law librarians for research assistance. The goal of this program is to help you help yourself.

Each appointment is a maximum of 20 minutes, but may be shorter if the attorney feels that your question, as you have summarized it below, has been addressed appropriately in less time. You may not use this service on consecutive Monday nights if there are people signed up who have not had prior appointments.

Please sign below that you have read the above information and agree to all of these conditions.

Print Your Name: _____ Zipcode: _____

Signature: _____ Date: _____

Please write a summary of your legal question below.

If this is a lawsuit, Name of other Party: _____

My question is: _____



LAWYERS IN THE LIBRARY EXIT SURVEY

Date _____

Please rate your experience with this service. After each statement, circle a number.
The number **1** equals the lowest level of satisfaction; the number **5** equals the highest level.

- 1. The attorney helped me by answering my legal question(s). 1 2 3 4 5

- 2. The Library staff was helpful. 1 2 3 4 5

- 3. This service met my expectations. 1 2 3 4 5

- 4. I would use the Lawyer in the Library service again. 1 2 3 4 5

- 5. I will use the Sacramento County Public Law Library again. 1 2 3 4 5

6. **CIRCLE** how you found out about this service:

- Sign in the Law Library • Sign in the Public Library • Friend

- Law Library Website • TV/Radio advertisement

- Other _____

Write comments below. Return this form to the Law Library staff. Thank You!

Sonoma County Library and Sonoma County Public Law Library

LAWYERS IN THE LIBRARY DISCLOSURE STATEMENT

Welcome to the *Lawyers in the Library* program of the Sonoma County Library and Sonoma County Public Law Library. The program provides general legal guidance. Our goal is to provide members of the community with information that will help them help themselves regarding their legal questions and concerns. If you need further assistance with your case, we strongly encourage you to seek the advice of a private attorney.

Nothing that is said or done during this program creates an attorney-client relationship. The attorneys present at the *Lawyer's in the Library* program cannot represent you in the matter discussed today. The attorney will not consult with you outside this program and will not become your attorney. The attorney determines how much time is available to meet with you depending on your question. Up to 20 minutes is provided.

Priority will be given to persons who have not previously or recently utilized the clinic. Persons whose questions lie outside the scope of the clinic may be referred elsewhere or otherwise redirected. **Represented individuals, i.e., those who already have an attorney, are not eligible to be seen at the Lawyers in the Library clinic.**

ACKNOWLEDGMENT AND CONSENT I hereby acknowledge that I have read and understand the above disclosure statement and I consent to its terms. I understand and agree that no attorney-client relationship shall exist between myself and any attorney present in connection with my receiving any information or assistance through this program. I also understand and agree that this program is a public service designed to provide general legal guidance and information and that none of the attorneys present will represent me or become my attorney regarding any specific matter I discuss with them.

RELEASE AND HOLD HARMLESS AGREEMENT By signing below, I acknowledge that I have read this Disclosure Statement and hereby release the Sonoma County Library, the Sonoma County Public Law Library, and the Sonoma County Bar Association and the attorneys volunteering their time at *Lawyers in the Library* from any claim, liability or damages arising out of or in connection with receiving information or assistance under this program.

Name (Please Print): _____

Signature: _____ Date: _____

What problem do you want to talk to a lawyer about today?

Have you been to the Lawyers in the Library program this year? If so, how many times?

***Hand this signed paper to the librarian when your number is called.**

*You must be present when your number is called, or you will lose your place.