Special Meeting of the
Board of Law Library Trustees
of Marin County

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

Saturday, August 17, 2019 at 9:00 a.m.

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

Marin County Law Library Trustee Kristine Fowler Cirby called the meeting to order at 9:20 a.m. and thereafter presided.

Start/Review Agenda
Kristine briefly presented the agenda for the morning and reviewed the rules of participation.

Celebrate Successes
Kristine invited the Trustees and Law Library Director to recall the Law Library’s successes in recent years. Successes included:
1. California State Budget Allocation Received in FY 2018-2019
2. Increased Compensation for Law Library Director in FY 2018-2019
3. Provided Health Care Plan for Full-time Staff
4. Completed Report of Law Library’s Funding History
5. Significantly Expanded Resource Materials for Self-Represented Litigants
6. Reinstated Subscription to 53 Volume California Forms of Pleading and Practice for Attorneys
7. Completed Review and Updating of Law Library’s Collection Inventory
8. Successfully Launched Lawyers in the Library Program for Self-Represented Litigants in Collaboration with Marin County Bar Association
9. Expanded Lawyers in the Library Program to Include Spanish-Speaking Attorney Volunteer at Every Clinic
10. Successfully Launched Friends of the Marin County Law Library
11. Increased the Law Library’s Outreach Efforts

Blue Sky Thinking Exercise
The trustees and law library director brainstormed where we would like to be in 3 to 5 years, identifying goals and objectives regarding operations, staff and law library patrons. There were 5 main areas of focus: 1) increasing hours, 2) increasing compensation for all staff, 3) achieving a balanced, sustainable budget, 4) acquiring reference materials in Spanish, and 5) offering classes for patrons.
Craft Vision Statement
Sam suggested “Bringing Justice Through Information”, which appealed to everyone. After some reworking, we settled on “Bringing Justice to Marin through Information” because it is both pithy and descriptive of the Law Library’s essential purpose.

Public Comment
Bill distributed a handbook about serving self-represented litigants and said he would like to see partnerships between the Law Library and the Marin Bar Association, San Francisco Bar Association, California State Bar Association and beyond.

Developing Goals and Objectives
The trustees and law library director next individually prioritized the goals and objectives they had brainstormed earlier that day. Combining the individual priorities to create group consensus priorities resulted in the following list of Primary Goals and Objectives:

1. How to get Financial Support from Patrons, Donor, County, State
2. $1,000 Donations from Large Law Firms
3. $5 - $10 Donations per LIL Patron
4. $25 Donation Option on MCBA Membership
5. Reliable Funding from State
6. How to Get Financial Support from Court & MCF
7. Friends Relationship
8. More Spanish Language Reference Materials
9. Classes for Patrons, both MCLE/Professionals and Self-Represented Litigants
10. Logo Design Contest

SWOT Analysis of Current Status
Next on the agenda was a SWOT Analysis (Strengths, Weaknesses, Opportunities and Threats) of each Goal/Objective.

Set Smart Goals on 3-5 Strategies
Smart goals and deadlines were established for most of the objectives identified above.

Adjourment
All relevant business having come before the board, Tracy moved to adjourn; Kristine seconded. Motion passed with 4 Ayes, 0 Noes and 0 Abstentions. Meeting was adjourned at 6:51 p.m. The next regular board meeting will be held on Tuesday, September 17, 2019 at 5:15 p.m. in the conference room of the Marin County Law Library.

Respectfully submitted,

Jonathan Frieman, J.D.  
Laurie Vaala-Olsen, Ex-Officio Secretary