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, June 24, 2019 at 5:15 p.m.

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

President Jonathan Frieman called the meeting to order at 5:20 p.m. and thereafter presided.

1. Approval of Consent Items
   1.1 May 21, 2019 Minutes
       Tracy moved to approve the consent items as presented, Denise seconded. Motion passed with 5 Ayes, 0 Noes and 0 Abstentions.

2. Open Forum: No comments offered.

3. Financial Report
   3.1 May 2019 Fiscal Statement
       Laurie gave the fiscal report as reflected on the May 2019 and July 1, 2018 to May 31, 2019 Fiscal Statement attached to the June 2019 Agenda Packet. The actual budget balance as of May 31, 2019 was $47,395.10 and the Unrestricted Fund Balance as of June 13, 2019 was $116,575.04. Laurie discussed at length the figures on the Profit and Loss Statement for the Law Library, which included most of the June 2019 expenses, but not all. June 2019 Filing Fee Revenue was up from the year before at $15,796.62, however we still ended the fiscal year with revenue approximately $3,000 less than FY 2017-2018.

   3.2 June 2019 Warrants
       Laurie presented the Warrants list, noting the atypical charges. Discussion ensued. Tracy moved for approval of the June 2019 Warrants as presented; Denise seconded. Motion passed with 6 Ayes, 0 Noes and 0 Abstentions.


5. President’s Report – None given.

6. Reports of Special Committees & Liaisons
6.1 Civic Engagement – Denise reported on a meet & greet program to be held the first Thursday of the month at MCLL where County residents will have the opportunity to learn about and meet representatives of various community resources. Kristine has volunteered to be the first presenter, although no starting date has been set.

6.5 MCLE – Tracy requested the names of the judges that nominated each trustee so she can personally contact them about providing CLE classes at the Law Library.

6.6 Liaison to Lawyers in the Library Program – There will be a committee meeting in July to review the program and to discuss possible improvements.

6.7 Liaison to Friends of Marin County Law Library – Jonathan reported that Max is working on rescheduling the June 6 fundraiser and on firming up a date for the October 2019 event with Senator McGuire.

6.8 Video Editing – Giovanna is working on a few more changes before video is posted.

7. Old Business
7.1 Discussion and Action Item: Discussion Regarding Agenda for August 17, 2019 Special Board Meeting to Further Develop MCLL 5-Year Strategic Plan, Including Programming and Expanded Services Goals
Kristine will send out a survey after July 15 for trustees and director to complete regarding their goals for the meeting.

8. New Business
8.1 Discussion and Action Item: Discuss and Approve Renewal of Subscription Agreement for CEB OnLAW
CEB OnLAW Agreement will renew on August 17, 2019. Price will increase 5 percent, although we are receiving the maximum discount available because of the large number of county law libraries participating in the consortium arrangement with CEB. Sam suggested that the Law Library try to obtain a lower price.

8.2 Discussion and Action Item: Discuss and Approve Resolution 2019-7 Approving Increase in Expenditures to Cover June 2019 Invoices and Period 13 Expenses for FY 2018-19
Laurie directed the trustees’ attention to the Notes Regarding May 2019 and YTD 7/1/19 – 5/31/19 Fiscal Statement, attached to the June 24, 2019 Agenda Packet. Discussion ensued. Sam moved to approve Resolution 2019-7 as amended, increasing the amount appropriated from the Law Library Operating Account for Services and Supplies Expenses to $13,600.00; Denise seconded. Motion passed with 6 Ayes, 0 Noes and 0 Abstentions.


10. Adjournment
All relevant business having come before the board, Kristine moved to adjourn; Denise seconded. Motion passed with 6 Ayes, 0 Noes and 0 Abstentions. Meeting was adjourned at 6:32 p.m. The next board meeting will be held on Tuesday, July 16, 2019 at 5:15 p.m.

Respectfully submitted,

Jonathan Frieden, J.D.

Laurie Vaala-Olsen, Ex-Officio Secretary