

Notice of Regular Monthly Meeting of Marin County Law Library Board of Trustees

Monday, September 19, 2016 at 5:15 p.m.

Marin County Law Library
20 North San Pedro Road, Suite 2007
San Rafael, CA 94903

Agenda

Call to Order*

1. Approval of Minutes
 - 1.1 August 15, 2016 Minutes
 - 1.2 July 18, 2016 Minutes - Correction
2. Open Forum: Opportunity for Comments from Public
3. Financial Report
 - 3.1 August 2016 Fiscal Report
 - 3.2 September 2016 Warrants
4. Librarian's Report
 - 4.1 Report from CCCLL Fall Meeting and 125th Anniversary Party
 - 4.2 Update Regarding Transition to Munis Accounting System
 - 4.3 What's New in the Law Library

* 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 packet of information containing reports and exhibits related to each item is available for public review at least 72 hours prior to the meeting or, in the event that it is delivered to the Law Library Trustees less than 72 hours prior to a Meeting, as soon as it is so delivered. The 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.

5. Reports of Special Committees
 - 5.1 Report from Lawyers in the Library Committee Chairperson
 - 5.2 Report from Outreach Committee Chairperson
 - 5.3 Report from Paid Sick Leave and Employment Policy Chairperson
6. Old Business:
 - 6.1 **Discussion Item:** Report on Public Access Computers and Staff Computers
 - 6.2 **Discussion and Action Item:** Report on Inland Dispute and Copier Maintenance Service Company to Replace Inland
 - 6.3 **Discussion and Action Item:** Review and Discuss Law Library's Annual Report to Marin County Board of Supervisors
 - 6.4 **Discussion and Action Item:** Review and Discuss Draft of Strategic Plan for Marin County Law Library
 - 6.5 **Discussion Item:** Discuss Law Library Website Review
 - 6.6 **Discussion and Action Item:** Discuss Formation of Friends of the Library
7. New Business:
 - 7.1 **Discussion and Action Item:** Discuss and Approve Purchase of Liability Insurance for Lawyers in the Library Program
 - 7.2 **Discussion and Action Item:** Discuss and Approve Increase in Copy Charge for Black and White Copies on Xerox 7225 Copier from 20 Cents per Copy to 50 Cents per Copy
 - 7.3 **Discussion and Action Item:** Discuss and Approve Procedure/Policy Regarding Marin County Law Library Facebook and Website Postings
8. Board Members' Suggestions for Next Month's Agenda
9. Adjournment

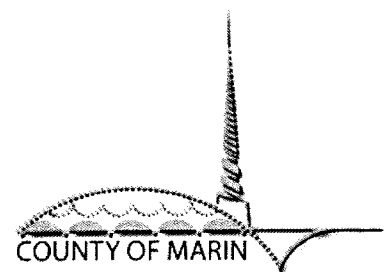
The next board meeting will be held on Wednesday, October 12, at 5:15 p.m.

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DRAFT

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.

Monday, August 15, 2016 at 5:15 p.m.

BOARD OF TRUSTEES:
Samuel G. Ware, Esq., President
Denise Bashline, Vice President
Alexandria Quam, Esq.
Robert Begley, Esq.
Elliot Bien, Esq.
Jonathan Frieman, J.D.
Tracy Barrett, Esq.

Present: Sam Ware, Tracy Barrett, Elliot Bien, Alexandria Quam, Robert Begley,
Jonathan Frieman, and Laurie Vaala-Olsen, Ex-Officio Secretary.
Absent: Denise Bashline
Also Present: Bill Hale

Call to Order

Sam Ware, the Board's President, called the meeting to order at 5:16 p.m., and thereafter presided.

1. Approval of the Minutes

1.1 The May 16, 2016 Minutes were reviewed by the trustees. Jonathan moved for approval of the Minutes as presented. Alexandria seconded. Motion passed with 3 Ayes, 0 Noes and 2 Abstentions.

1.2 The June 20, 2016 Minutes were reviewed next. Elliot moved for approval of the Minutes as presented. Jonathan seconded. Motion passed with 3 Ayes, 0 Noes, and 1 Abstention.

1.3 The July 18, 2016 Minutes were also reviewed by the trustees. Jonathan moved for approval of the Minutes as presented, and Elliot seconded. Motion passed with 4 Ayes, 0 Noes, and 0 Abstentions.

2. Open Forum

Bill Hale distributed a document dated August 15, 2016 regarding his request to expand the board's code of ethics and stated that he will continue with his efforts to seek redress on the matter with the Commission on Judicial Performance. He also expressed dissatisfaction with the board's decision to purchase CEB OnLAW and with the limits of the Lawyers in the Library Program as presented at the previous board meeting.

3. Financial Report

3.1 July 2016 Fiscal Report

Laurie stated that there was no fiscal statement for July as she had been unable to access the financial data necessary to prepare the report. This was due to a County backlog in transferring data from the SAP accounting system to the Munis accounting system. However, she was able to provide the following information to the board:

Unrestricted Fund Balance as of July 13, 2016		+ \$66,072.02
Period 13 Warrant Expenses for FY 2015-2016		- \$ <u>6,803.61</u>
Balance:		\$59,272.00
July 2016 Filing Fee Revenue	\$ 14,436.61	
July 2016 Warrants and Payroll Expenses	- \$ <u>13,460.00</u>	
Balance:	\$ 976.61	
		+ 976.61
August 2016 Filing Fee Revenue	\$ 15,213.24	
August 2016 Warrants and Payroll Expenses	- \$ <u>12,354.00</u>	
Balance:	\$ 2,859.24	
		+ <u>2,859.24</u>
Current Balance:		\$63,104.26

3.2 August 2016 Warrants

Laurie presented the list of August 2016 Warrants, stating that most of the warrants were comprised of customary expenses. She noted that the payment for the Verdict Search Index will be \$295 instead of \$325. There is no figure for the amount due Inland because we did not receive an invoice from them. In addition, Inland refused Laurie's request to service the copier equipment, informing her that they have written off the Law Library's account. Sam reported that we had used up the 80,000 free copies so the Law Library's costs for photocopies on the Xerox machines would be increasing in the event we continue with Inland. There was a suggestion that the Law Library send a letter to Inland regarding their material breach of the contract and requesting a buyout of the equipment. A lengthy discussion ensued. It was decided that Sam and Laurie will research alternate copier maintenance companies and report back to the board next month. Elliot moved to approve the warrants as amended, and Robert seconded. The motion passed with 6 Ayes, 0 Noes and 0 Abstentions.

4. Librarian's Report

4.1 Public Access Computer Issues: Laurie reported that patrons have experienced frequent and increasing problems with the public access computers. Chien Liew has stated that the problems are in large part due to the age and extensive use of the computers. Their capabilities have been stretched to the maximum point and the systems will not sustain some of the repair attempts. They need to be replaced. In addition, a virus was discovered on Laurie's computer by a County representative that visited the Law Library to troubleshoot problems that had prevented uninterrupted access to the Munis system. Chien Liew had to remove the insidious virus.

4.2 Status Report on County Changeover from SAP Accounting System to MUNIS: We are now able to access the Munis accounting system and

make journal entries; however, there continues to be a lag in the transfer of data from the SAP system to Munis. This makes it a challenge to obtain accurate current financial information about the Law Library's account but the County has been providing support in this regard.

4.3 CCCLL 125th Anniversary Celebration in Sacramento: Laurie reported that the Sacramento County Law Library will host a 125th Anniversary Celebration in Sacramento on August 17, 2016, the evening before the Fall Meeting.

5. Reports of Special Committees

5.1 Report from Lawyers in the Library Committee

Alexandria reported that the program materials have been created, the program structure is in place and the launch schedule has been established. The Marin County Bar Association is actively recruiting attorney volunteers for the October 13 launch. The sole remaining issue is liability insurance for the program and its attorney volunteers, which Alexandria and Laurie are working on. Alexandria will be meeting with James Kim, the CEO of the County's Administrative Office of the Courts, Lawrence Strick, President of MCBA, and Judge Kelly Simmons regarding the program. Laurie and staff are working on developing the distribution list for the announcement flyer.

5.2 Report from Outreach Committee

In Chairperson Denise's absence, Jonathan reported that the Law Library hosted a successful anniversary event on August 4th, at which Judge Faye D'Opal spoke. He thanked Robert for taking photographs of the event. Jonathan also reported that he recently had spoken with the County Administrator who indicated that County funding support for the Law Library may be possible, although not on a continuing basis. Jonathan plans to talk to the Supervisors about funding as well.

6. Old Business

6.1 Report on Inland Dispute

Sam reported on the Inland matter during the discussion of the August 2016 Warrants in Item 3.2.

6.2 Grand Jury Website Review

Alexandria reported that she thinks the fixes that the Grand Jury requested in its evaluation of the Law Library's website will be fairly easy to make. Sam requested that Alexandria draft a response letter to the Grand Jury about the website improvements.

6.3 Discuss and Approve Formation of 501(c)(3) Friends of the Library Group

Jonathan proposed that the board support creation of a nonprofit Friends of the Library group and described how easy it would be to get started. Sam inquired about a template for pursuing this. Tracy stated that it might be a conflict of interest to create

such an entity within the board of trustees. There was particular concern for the trustees who are judicial appointees to the board. Alexandria indicated that there may be a memorandum regarding this issue that was prepared some time in the past, possibly by Jason. Elliot suggested the board consider a different model for a more informal type of friends group as a 170(c)(1) entity. No decision was reached on the matter.

7.0 New Business

7.1 Strategic Plan

There was general discussion regarding the Strategic Plan. Jonathan volunteered to assist with revising last year's draft. Laurie reported that the Judicial Council reports do not track pro per filings. Alexandria will send Laurie reports regarding self-represented court users for possible helpful data for the strategic plan.

7.2 Review and Discuss Law Library's Annual Report to Marin County Board of Supervisors

Laurie reported that the Annual Report to the Board of Supervisors is due in October. Last year's report was attached to the agenda packet. Jonathan volunteered to review it and prepare a revised draft. Sam will work with Jonathan on it. The board will have to approve it at the next board meeting in order to timely submit it.

7.3 Create Committee to Review and Draft Sick Leave and Employment Policies

Sam stated that these issues would benefit from creation of a committee to review the Law Library's existing policies. He and Tracy will work on this and report back to the board next month with recommendations for improvements and/or changes to the existing policies.

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

The trustees requested that next month's agenda include the following items from this month's agenda; items 6.1, 6.2, 6.3, 7.2 and 7.3.

9. Adjournment

All business before the Board having been considered, Jonathan moved to adjourn the meeting, and Tracy seconded. The meeting was adjourned at 7:02 p.m. The next meeting of the Marin County Law Library Board of Trustees will be held on Monday, September 19, 2016, at 5:15 p.m.

Respectfully submitted,

Sam Ware, Esq., President

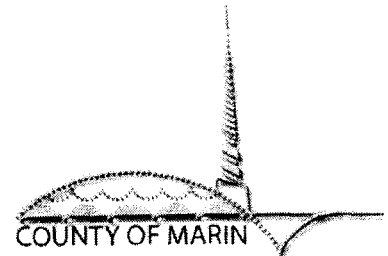
Laurie Vaala-Olsen, Ex-Officio Secretary

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.

Monday, July 18, 2016, at 5:15 p.m.



BOARD OF TRUSTEES:
Samuel G. Ware, Esq., President
Denise Bashline, Vice President
Alexandria Quam, Esq.
Robert Begley, Esq.
Elliot Bien, Esq.
Jonathan Frieman, J.D.
Tracy Barrett, Esq.

Present: Sam Ware, Elliot Bien, Robert Begley, Jonathan Frieman, Tracy Barrett
and Laurie Vaala-Olsen, Ex-Officio Secretary.

Also Present: Bill Hale

Call to Order

Sam Ware, the Board's President, called the meeting to order at 5:19 p.m., and thereafter presided. Sam then introduced Tracy Barrett, the newest member of the board of trustees. There was brief discussion regarding the requirement that all trustees watch the video regarding the Brown Act and sign a document affirming their completion of this requirement.

1. Approval of the Minutes

1.1 Approval of the May 16, 2016 Minutes was tabled until the August 2016 meeting because there was not a quorum of trustees that had attended the May meeting.

1.2 Approval of the June 20, 2016 Minutes was tabled until the August 2016 meeting because there was not a quorum of trustees that had attended the June meeting.

2. Open Forum

Bill Hale stated that Judge Grillo reported that he was going to deny Bill's Writ.

3. Financial Report

3.1 July 2016 Fiscal Report

Laurie presented the July 2016 Fiscal Statement. The Unrestricted Fund Balance as of July 13, 2016 was \$66,072.02. Our June filing fee income exceeded our budget projections by \$2,737.00; however, our expenses also exceeded our projections by \$3,589.52 resulting in a \$1,013 negative balance for the month of June. The year to date balance as of June 30 for FY 2015-2016 transactions was \$20,345.35. Laurie

noted that this amount will decrease somewhat once all of the period 13 expenses have been posted. There were several questions about the fiscal statement, including the difference between projected expenses and actual expenses for telephone and internet costs. Laurie explained that she had incomplete data for these expenses when she drafted the FY 2015-2016 Projected Budget shortly after becoming Acting Director and assured the trustees that this has been corrected in the FY 2016-2017 Projected Budget.

3.2 July 2016 Warrants

Laurie presented the list of July 2016 Warrants, stating that most of the warrants were comprised of customary expenses. She noted that the Affordable Library Products warrant was for book alarms. The warrants list was amended to omit the payment to CEB pending a decision about the Onlaw subscription, and to include a payment of \$865 to High Tech to renew our contract for technical support services for the copy card chargeback system. Elliot moved to approve the warrants as amended, and Tracy seconded. The motion passed with 5 Ayes, 0 Noes and 0 Abstentions.

4. Librarian's Report

4.1 Appointment of Trustee by Board of Supervisors: Laurie welcomed Tracy Barrett to the Law Library Board of Trustees.

4.2 County Changeover from SAP Accounting System to MUNIS: We are in the midst of the County's changeover from the SAP accounting system to the Munis accounting system, which took effect July 5. It has presented a number of challenges for us and slowed the processing of all accounting transactions.

4.3 CCCLL Fall 2016 Meeting in Sacramento: Laurie announced that the Council of California County Law Librarians will convene its Fall 2016 meeting in Sacramento on August 18, 2016. The Sacramento County Law Library will host a reception on Wednesday evening August 17 to celebrate 125 Years of providing services to the public by county law libraries. Laurie prepared and attached to the agenda packet an estimate of the anticipated expenses for the event, which amounts to approximately \$395.60. Robert moved to approve the \$395.60 budget for Laurie to attend the CCCLL Fall Meeting in Sacramento. Elliot seconded. Motion passed with 5 Ayes, 0 Notes and 0 Abstentions.

4.4 What's New in the Law Library: Nothing to report.

5. Reports of Special Committees

5.1 Report from Lawyers in the Library Committee

In Alexandria's absence, Laurie reported that the committee had recently met to review the draft forms for the program and to discuss the specifics of how it will be structured. The Marin Bar Association is solidly behind the program and will recruit the volunteer lawyers. The Law Library will publicize the program, which will start on

October 8, and occur regularly on the second and fourth Thursdays of the month from 4:30 to 6:30 p.m. on a first come first served basis.

5.2 Report from Outreach Committee

In Chairperson Denise's absence, Jonathan gave a status report on efforts to organize the Marin Law Library's 125th Anniversary Celebration scheduled for August 4.

6. Old Business

6.1 Discuss Current CEB Subscriptions and Reductions in the Collection and Approve Resolution to Purchase Subscription to Onlaw

Sam presented a summary of the proposal to purchase a subscription to Onlaw by discontinuing subscriptions to print publications that are seldom used, as well as discontinuing the CDs of forms for all of the print publications. Two lists were attached to the agenda packet; one of seldom used books and the other of frequently used books. Also attached were Alexandria's suggestions to revise the seldom used book list by removing 8 books from the list and placing them on the frequently used "save" list. The savings from the discontinued print publications amounts to \$5,910.12 prior to adjusting for Alexandria's changes. Following Alexandria's changes, the savings amounted to roughly \$4,344. The Onlaw subscription will cost \$3,533, so there are ample funds with which to make the purchase. Discussion ensued. Sam was not in favor of purchasing the subscription at that time. Elliot moved to approve purchase of Onlaw by discontinuing our subscription to the print publications on the list of books seldom used, as amended by Alexandria's request to remove 8 publications from that list and to transfer them to the list of books frequently used and therefore retained. Tracy seconded. Motion passed with 4 Ayes, 0 Noes, and 1 Abstention.

6.2 Report on Inland Dispute

Sam reported that there was no movement on the Inland issue.

6.3 Report on Paid Sick Leave Policy

Sam reported that he would like the trustees to vote on this matter at the next meeting. He will prepare a paid sick leave policy analysis and report for the August meeting.

6.4 Report on Revisions to Employment Policy

Sam reported that he also will report back on the Employment Policy at the August board meeting. Elliot suggested that Laurie consider and express her priorities for the benefits she might receive.

7.0 New Business

7.1 Discuss and Approve Law Library Director's Attendance at CCCLL Fall 2016 Meeting from August 17 – 18 in Sacramento and Reimbursement for Anticipated Expenses

This matter was discussed and voted on during item 4.3, the Librarian's Report.

7.2 Discuss and Approve Funding for 125 Year Anniversary Celebration of Marin County Law Library to be held on August 4, 2016

Jonathan reported briefly on this matter under item 5.2, the Outreach Committee Report. He added that he had met with Jason Voelker regarding transfer of the Law Library's Facebook account back to a Law Library email account. Jonathan also stated that he had already posted information about the 125 Year Anniversary Celebration on the Facebook page and received a positive response to his posting. Upon providing further details about plans for the Anniversary event, he proposed a budget of \$250 for event expenses. Elliot moved to approve \$250 for Outreach Committee expenses for refreshments and appetizers for the 125th Anniversary Event. Robert seconded. Motion passed with 5 Ayes, 0 Noes and 0 Abstentions. Jonathan also proposed that the Law Library set up a 501(c)(3) Friends of the Library group to make it possible for us to accept donations. Elliot suggested that we obtain knowledgeable advice from a tax lawyer about forming such a group. He will check into locating a local tax lawyer to help with this.

7.3 Strategic Plan

Sam presented the Draft Strategic Plan for discussion. Robert questioned whether the synopsis statements were based in fact. Following discussion, Sam requested that the trustees further review the draft plan and bring their comments to the August board meeting.

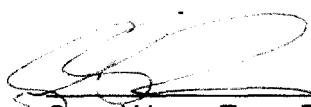
8. Board Members' Suggestions for Next Month's Agenda

The trustees requested that Laurie check the monthly filing fee income distribution reports to see if they include the statistics for the percentage of pro per filings each month, which would represent revenue losses to the Law Library.

9. Adjournment

All business before the Board having been considered, Jonathan moved to adjourn the meeting, and Tracy seconded. The meeting was adjourned at 7:17 p.m. The next meeting of the Marin County Law Library Board of Trustees will be held on Monday, September 19, 2016, at 5:15 p.m.

Respectfully submitted,


Sam Ware, Esq., President


Laurie Vaala-Olsen, Ex-Officio Secretary

Marin County Law Library 2016/2017 FY

August 2016* and YTD (July to August) 2016 Fiscal Statement*

MUNIS SAP

Object (G/L Acct. No.)	G/L Acct. No.	Account Description	Proj. Budget 2016-2017	Proj. Budget Monthly	Actual Monthly*	Proj. Budget Year to Date	Actual Year to Date*
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CREDITS

451970	4310215	Court Filing Fees	\$ 159,358.00	\$ 13,279.84	\$ 15,213.24	\$ 26,559.68	\$ 29,649.85
441115	4410125	Interest	\$ 25.00	\$ 2.09	\$ -	\$ 4.18	\$ -
462650	4710113	Copy Cards	\$ 8,494.00	\$ 707.84	\$ 722.60	\$ 1,415.68	\$ 1,166.60
470410	4710113	Book Sales	\$ 146.00	\$ 12.17	\$ 8.00	\$ 24.34	\$ 8.00
470330	4710615	Donations	\$ 110.00	\$ 9.17	\$ -	\$ 18.34	\$ -
462610	4631810	Proctoring	\$ 900.00	\$ 75.00	\$ 270.00	\$ 150.00	\$ 365.00
470110	4631810	Fax & Paper Sales	\$ 120.00	\$ 10.00	\$ 15.00	\$ 20.00	\$ 16.00
441215	4631810	Conference Room	\$ 5,782.00	\$ 481.84	\$ 480.00	\$ 963.68	\$ 480.00
461810	4631810	Other Income (MCLE, etc.)			\$ -	\$ -	\$ -
Total Credits:			\$ 174,935.00	\$ 14,577.95	\$ 16,708.84	\$ 29,155.90	\$ 31,685.45

Difference: \$ 2,130.89 \$ 2,529.55

DEBITS

Staff Expenses

511110	5110110	Library Director*	\$ 41,604.00	\$ 3,467.00	\$ 3,780.00	\$ 3,467.00	\$ 3,280.50
511220	5110210	Library Staff*	\$ 30,420.00	\$ 2,535.00	\$ 2,110.00	\$ 2,535.00	\$ 2,137.51
512110	5130510	Retirement/Director	0.00	\$ -	\$ -	\$ -	\$ -
515110	5140140	Social Security	\$ 4,177.00	348.09	\$ -	\$ 348.09	\$ 174.53
515115	5140141	Medicare	\$ 977.00	\$ 81.47	\$ -	\$ 81.47	\$ 40.82
513215	5130120	Health Benefits	\$ 1,908.00	\$ 159.00	\$ 159.00	\$ 159.00	\$ -
514110	5140115	Workers Compensation	\$ 563.00	\$ 46.92	\$ 189.78	\$ 46.92	\$ 189.78
515120	5140145	Unemployment	\$ 4,465.00	\$ 372.09	\$ -	\$ 372.09	\$ 422.67
Subtotal:			\$ 84,114.00	\$ 7,009.57	\$ 6,238.78	\$ 7,009.57	\$ 6,245.81

Difference: \$ 770.79 \$ 763.76

Admin Expenses

521610	5210510	Insurance	\$ 2,710.00	\$ 225.84	\$ 290.00	\$ 225.84	\$ 824.78
522440	5220146	Postage/Petty Cash	\$ 300.00	\$ 25.00	\$ -	\$ 25.00	\$ -
522410	5220110	Office Supplies	\$ 6,556.00	\$ 546.34	\$ 294.27	\$ 546.34	\$ 740.86
522410	5220110	Projects	\$ -	\$ -	\$ -	\$ -	\$ -
522310	5211510	Copy Machines	\$ 8,040.00	\$ 670.00	\$ 556.08	\$ 670.00	\$ 2,689.24
521310	5210700	Telephone & Internet	\$ 7,756.00	\$ 646.34	\$ 366.20	\$ 646.34	\$ 1,339.35
Subtotal:			\$ 25,362.00	\$ 2,113.52	\$ 1,506.55	\$ 2,113.52	\$ 5,594.23

Difference: \$ 606.97 \$ (3,480.71)

Legal Publications Collection

522930	5220810	Upkeep	\$ 64,500.00	\$ 5,375.00	\$ 5,935.61	\$ 5,375.00	\$ 5,935.61
522410	5220100	Book Binding	\$ -	\$ -	0.00	\$ -	0.00
Subtotal:			\$ 64,500.00	\$ 5,375.00	\$ 5,935.61	\$ 5,375.00	\$ 5,935.61

Difference: \$ (560.61) \$ (560.61)

Total Debits:	\$ 173,976.00	\$ 14,498.09	\$ 13,680.94	\$ 14,498.09	\$ 17,775.65
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Difference: \$ 817.15 \$ (3,277.56)

BALANCE:	Monthly:	\$ 3,027.90	Year to Date:	\$ 13,909.80
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Unrestricted Fund Balance (as of 9/13/16): \$59,520.83

* Based on financial data available as of 9.13.16

MCLL COURT FILING FEE REVENUE

FISCAL YEAR	2011/2012	2012/2013	2013/2014	2014/2015	2015/2016	2016/2017
MONTH						
JULY	20,540.55	18,553.72	17,112.03	15,325.97	13,394.41	14,436.61
AUGUST	21,718.70	18,993.11	15,217.06	16,919.18	15,889.49	15,213.24
SEPT.	18,661.46	17,773.96	15,432.17	16,074.18	14,699.61	12,609.37
OCTOBER	19,906.84	19,163.96	15,217.59	14,560.64	13,726.42	
NOVEMBER	18,609.36	14,605.25	13,983.15	14,926.06	13,529.51	
DECEMBER	19,736.75	17,096.40	16,688.32	13,698.16	14,161.61	
JANUARY	18,939.59	16,072.57	14,588.83	12,812.89	12,802.25	
FEBRUARY	20,767.28	15,160.56	14,836.86	13,448.58	12,273.72	
MARCH	25,481.90	17,544.43	15,218.51	12,840.74	13,942.25	
APRIL	10,562.85	15,398.28	14,144.44	13,292.85	13,097.15	
MAY	17,793.36	17,385.67	15,321.18	14,594.61	15,925.91	
JUNE	17,892.17	16,637.38	14,850.97	16,095.27	16,237.00	
ANNUAL TOTALS	230,610.81	204,385.29	182,611.11	174,589.13	169,679.33	42,259.22

FISCAL YEAR	2011/2012	2012/2013	2013/2014	2014/2015	2015/2016	2016/2017
YEAR TO DATE TOTALS	60,920.71	55,320.79	47,761.26	48,319.33	43,983.51	42,259.22

Each current month's filing fee revenue represents income generated from the Court filings of two months ago. September revenue comes from July filings, etc.

Marin County Law Library

September 2016 WARRANTS

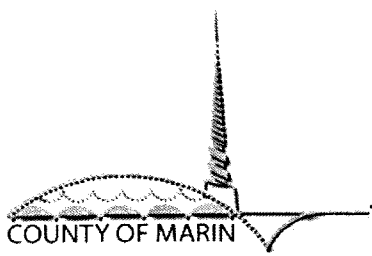
(Account Balance: \$59,520.83)

Item No.	Vendor	Current Amount Due	Suggested Payment
1	AT&T Calnet 3	\$95.43	\$95.43
2	CEB	\$900.91	\$900.91
3	De Lage Landen	\$556.08	\$556.08
4	Hartford Insurance	\$345.00	\$345.00
5	Laurie-Blue Shield	\$159.00	\$159.00
6	Laurie - Reimbursement for CCCLL Fall Meeting Expenses	\$219.35	\$219.35
7	LexisNexis	\$1,863.78	\$1,863.78
8	Marin Copier Company	\$150.00	\$150.00
9	North Bay Copiers	\$156.00	\$156.00
10	SPTJ Consulting (Chien Liew)	\$877.50	\$877.50
11	US Bank - Cal Card	\$ 666.59	\$ 666.59
12	Westlaw Next	\$1,875.31	\$1,875.31
13	West Publishing	\$1,007.11	\$1,007.11
	Totals:	\$8,872.06	\$8,872.06

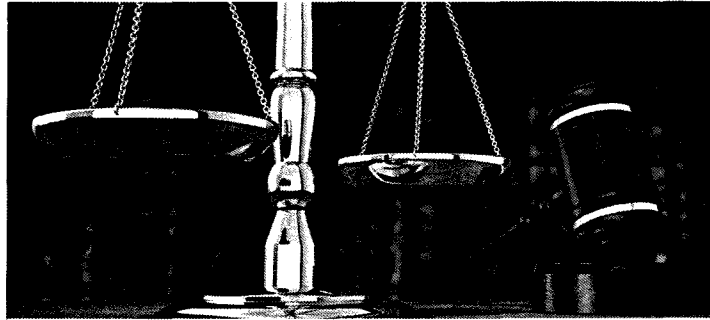
Salaries: \$5,844.38

Total Expenses: \$14,716.44

Total Revenue Available:	\$59,520.83
Total Expenditures (proposed):	\$14,716.44
Remaining Cash Balance:	\$44,804.39



THE MARIN COUNTY BAR ASSOCIATION
IN COLLABORATION WITH
THE MARIN COUNTY LAW LIBRARY
PRESENT



LAWYERS IN THE LIBRARY

A NEW COMMUNITY PROGRAM COMMENCING OCTOBER 13, 2016

“Lawyers in the Library” offers free 20-minute consultations at the Marin County Law Library every second and fourth Thursday of each month from 4:30 p.m. to 6:30 p.m. Any person without an attorney living in Marin County or having a case in the Marin County Superior Court is eligible.

No appointment is necessary and reservations will not be taken. Sign-ups are first come, first served and start at 4:00 p.m. If you have an existing case, bring all your legal documents with you to the consultation.

The “Lawyers in the Library” program is ideal for self-represented litigants in need of general legal guidance. “Lawyers in the Library” help with matters including, but not limited to, family law, probate, landlord/tenant, small claims, employment, restraining orders and elder abuse.

The goal of “Lawyers in the Library” is to contribute to the Marin legal community’s effort to help people who cannot afford private legal services by coordinating and facilitating access to information and referrals provided by local volunteer attorneys. In addition, we hope the “Lawyers in the Library” program will increase community recognition of the Marin County Law Library’s role in providing free access to legal information for over 125 years.

The Marin County Law Library is located at: 20 North San Pedro Road, Suite 2007, San Rafael.

For additional information, go to the Marin County Law Library website:

www.marincountylawlibrary.org

or call: 415-472-3733

Services are available in Spanish