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, September 4, 2018 at 6:15 p.m.

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

President Jonathan Frieman called the meeting to order at 6:26 p.m. and thereafter 
presided.

1. Open Forum

Bill Hale expressed concern that his written submission at the August 11, 2018 Special 
Board Meeting was not factored into the MCLL Working Document Regarding 
Development of a 5-Year Strategic Plan. He requested that the board explore the 
possibility of developing a program that provides “continuous, supportive, appropriate legal 
advice for self-represented indigent parties not otherwise in conflict with the library’s 
duties, responsibilities or operations” as stated on his submittal. He further expressed 
opposition to giving up any Law Library space.

2. Item 1 – Improve Funding/Staff Compensation

Although “Improve Funding/Staff compensation” is listed as Item 1, most of the 
succeeding items on the list support that goal so it is best referenced as an overall goal of 
the strategic plan.

3. Item 2 – Support CCQLL Advocacy

Kristine suggested that the board support the Law Library Director’s advocacy efforts 
on behalf of the Law Library by creating a line item in the Law Library Budget for the 
Director’s attendance at CCQLL meetings. This line item could also include professional 
development/continuing education for the Law Library Director.

4. Item 5 – Host MCLEs

There was interest expressed for the Law Library to host video and live presentations 
of MCLE courses. This would entail outreach efforts to find one or more presenters of 
MCLE classes. The focus should be on MCLEs that are difficult to get, such as substance 
abuse, ethics and bias. “The Other Bar” will send somebody to do substance abuse; also, 
ALMA probably can do something on elimination of bias. We will need to secure approval 
as an MCLE site. However, we could research the possibility of co-hosting with MCBA to
alleviate the necessity of becoming an approved MCLE provider site. Kristine will talk to Mee Mee about MCBA providing speakers. Tracy volunteered to be on a committee with Kris to look into this.

5. **Item 6 – Increase Fees for MCLEs**
   The Law Library currently charges $5 per MCLE credit for checkout of our continuing education CDs. Kristine believes we could charge $20 per credit. It was suggested that MCLL place an ad in the MCBA monthly newsletter requesting donations of continuing education CDs as well as advertising their availability for checkout from the Law Library. Discussion ensued regarding increasing fees. This will be placed on the agenda for the next regular board meeting on September 18, 2018. Sam will research fees charged by others for MCLE credits and report the results back to Laurie by the end of week.

6. **Item 9 – Weeding out Publications**
   Laurie reported on Steve’s work to review the Law Library’s entire publications collection and make recommendations for discards and adding new titles. Kris suggested that Donald review Steve’s list of recommended discards. Sam will work on this matter too. Jonathan believes we should retain “museum piece” books such as the books in the conference room, which lend the proper atmosphere to the Law Library. Consideration should be given to whether there are more lawyers who would come in and use the library if they could spread out on a large table. Jonathan would like to create a separate agenda item entitled “Space Considerations”. We could also use a committee to gather information about this issue, including looking into the availability of tables and chairs from the County. Sam volunteered to do this. Jonathan will form the Books, Chairs and Tables Committee with Don and Sam as additional participants.

7. **Item 3 – Fundraising Grants**
   Jonathan reported that Friends of the Marin County Law Library is looking into possible grants for the Law Library. Following discussion, the trustees estimated that a Fundraising Plan could be prepared by January 2019.

8. **Item 4 – Law Library Memberships and Sponsorships (Developed by Friends Group)**
   Jonathan will get a plan for a memberships and sponsorships program from Branden by October 2018. He stated that Los Angeles, San Diego and San Francisco County Law Libraries have membership/sponsorship programs. He will research what we could offer in exchange for a membership, such as discounted rates on conference room rentals and MCLE CDs and checking books out of the Law Library overnight. Laurie pointed out that the Law Library will have to purchase an online catalog system in order to allow book checkouts or we will have no way to track the books and impose fines for failure to timely return them.

9. **Item 7 – Research History of County Funding of Law Library**
   Jonathan would like to know if the County is planning to take away more services from the Law Library; he requested a debriefing on the current issue of payroll and benefits being transferred to an entity other than the County. Sam reported on the status of this transition to date. At present, the County has indicated that it is planning to pay for at least
the initial year of payroll services after it has been removed from the County Department of Finance.

10. Item 8 – Leveraging Resources

a. Kris suggested that we request to be placed on the agenda for a County Board of Supervisors Meeting to report on the Lawyers in the Library program, which will give us much more visibility. Perhaps Emily could make a presentation in January 2019.

b. Kris also suggested that we add email as optional on the Law Library sign-in sheet. We could send out a Survey Monkey every so many months requesting answers to our questions that would be compiled anonymously. We could do this by creating a Google document that could be sent out to an email list of patrons to collect data about who is using the Law Library and for what purpose.

c. Additionally, Kris suggested that we send a survey to Lawyers in the Library Patrons approximately 3 months after they have received service.

d. Further, Kris suggested that we agendize items 7 and 8 from the Strategic Plan Working Document for the November board meeting. That will provide an opportunity for a limited discussion regarding how to make the Law Library more visible.

11. Adjournment

In keeping with the schedule set out for the evening meeting, Sam moved that we adjourn at 7:59 p.m.; Kristine seconded. Motion passed with 4 Ayes, 0 Noes, and 0 Abstentions. The meeting was adjourned at 7:59 p.m.

Respectfully submitted,

Jonathan Frieman, J.D., President

Laurie Vaala-Olsen, Ex-Officio Secretary