

Minutes of 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.

BOARD OF TRUSTEES:
Kristine Fowler Cirby, Esq., President
Tracy Barrett, Esq., Vice President
Denise Bashline
Jonathan Frieman, J.D.
Donald Drummond, Esq.
Walter Cook, Jr, Esq., MLIS

Tuesday, August 17, 2021, at 5:15 p.m.
By Remote Connection

Present: Tracy Barrett, Denise Bashline, Donald Drummond, Kristine Fowler Cirby,
Walter Cook, Jr., and Laurie Vaala-Olsen, Ex Officio-Secretary
Absent: Jonathan Frieman
Also Present: Bill Hale, Jackie Grossman

President Kristine Cirby called the meeting to order at 5:15 p.m. and thereafter presided.

1. Approval of Minutes

1.1 Minutes of July 20, 2021, Regular Board Meeting – Donald moved for approval of the Minutes as presented; Tracy seconded. Motion passed: 4 Ayes, 0 Noes, 0 Abstentions.

2. Open Forum – A member of the public made a comment.

3. Financial Report

3.1 July 2021 Fiscal Report

The Fiscal Report for July 2021 was attached to the agenda packet. MCLL began the month of July with \$109,211 in its fund and ended the month with \$107,608, a net loss of \$1,603. Filing Fee Revenue for July was \$9,383; Expenses totaled \$10,985. YTD Revenue (7/1/21 – 7/31/21) was \$9,383 and YTD Expenses were \$10,985 leaving a FY 2021-2022 budget balance of -\$1,602.

3.2 August 2021 Warrants

Denise moved for approval of the Warrants as presented; Donald seconded. Motion passed: 5 Ayes, 0 Noes, 0 Abstentions.

4. Librarian's Report – Attached to August 2021 Agenda Packet.

5. Committee Reports

5.1 Fundraising for Network Equipment Replacement – No report.

5.2 Civic Engagement – Denise reported that several of the videotaped presentations for the First Thursdays program had been viewed numerous times on the Law Library's YouTube Channel, particularly the last presenter, North Marin Community Services. There was a discussion about initiating regular weekly posts that tag various presenter's websites to increase MCLL's online visibility.

6. Old Business

6.1 Review FY 2021-2022 Approved Budget

Kristine appointed a committee to analyze the budget, comprised of herself, Donald, and Tracy. She requested that trustees prepare a list of items that they believe should be funded in FY 2021-22 with the money MCLL will receive from the FY 2021-22 CA State Budget.

6.2 Establishment of Grant-Seeking Committee

Kristine appointed Walter and Donald to join her on the Grant-Seeking Committee. The committee will present a report at the September board meeting.

7. New Business

7.1 Revisit Strategic Plan 2018-2023

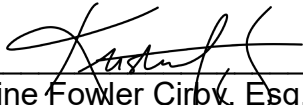
The trustees discussed the status of each of the entries on the MCLL 2018-2023 Strategic Plan. The Budget Analysis Committee will further review the Strategic Plan and make proposals regarding unmet goals at the October 2021 board meeting.

8. Board Members' Suggestions for Next Month's Agenda – Staff compensation, plans for fundraising efforts, list of items to receive funding from State Budget Act monies, efforts to raise community awareness of MCLL services and programs.


9. Adjournment

All relevant business having come before the board, Donald moved to adjourn the meeting and Denise seconded. Motion passed with 5 Ayes, 0 Noes and 0 Abstentions. The meeting was adjourned at 6:25 p.m. The next board meeting will be held on Tuesday, September 21, 2021, at 5:15 p.m. on Zoom.

Respectfully submitted,



Kristine Fowler Cirpy, Esq.
President, Board of Trustees



Laurie Vaala-Olsen, Ex-Officio
Secretary