

MINUTES – SANTA CRUZ COUNTY LAW LIBRARY BOARD OF TRUSTEES

SEPTEMBER REGULAR MEETING, SEPTEMBER 15, 2020

1.0 Meeting and Organization (Telephonic Meeting Pursuant to California Executive Order No. N-29-20)

1.1 Establish Quorum Meeting called to order at 5:03 p.m. Present at the call to order: John Gallagher, Lolly Belanger, Emily DuBois, Julia Hill, and Dinah Sapia. Absent: Alan Smith and Timothy Volkmann. Also, in attendance: Renee Fleming.

1.2 Approve Agenda **ACTION TAKEN: Motion to approve agenda M/S/C DuBois/Hill 5/0**

2.0 Public Comment – None

3.0 Oral Communication

3.1 Update on resumption of in-person services – From August 17th through September 4th we had 157 in-person visits. Most lasted less than 15 minutes and 32 of the 157 were set appointments. We had 176 phone calls and 47 email exchanges of information. For approximately the same time period last year there were 556 in-person visits, and 95 phone calls. Emails were tracked differently pre-COVID, so a number for the dates does not correspond.

3.2 Librarian's Report – We received our check for \$25,350.84 from the State intended to help us offset the decrease in filing fee revenue in April, May and June. The librarian was contacted by the adjuster for our insurance claim and the accounting firm that is gathering financial information to evaluate the claims. Most of the information has been compiled. The intent is to get the information to the accounting firm by the end of the week. Trustee Julia Hill will review the information that has been compiled prior to submission.

4.0 Consent Agenda – **ACTION TAKEN: Motion to approve consent agenda M/S/C Belanger/Sapia 5/0**

4.1 Approval of Disbursements for September

4.2 Approval of Meeting Minutes of August Meeting

5.0 Regular Agenda

6.0 Future Meetings October 20, 2020

Adjourned at 5:16 p.m.

Respectfully Submitted,

Renee Fleming, Recording Secretary
Board of Law Library Trustees