

AGENDA

Santa Cruz County Law Library Board of Trustees

April Regular Meeting

April 20, 2021

Santa Cruz County Law Library, Room 070

5:00 pm

Trustees will participate remotely via teleconference. Members of the public may listen and participate by calling 1-425-436-6397 and entering access code 665842.

1.0 Meeting and Organization

- 1.1 Establish Quorum
- 1.2 Approve Agenda

2.0 Public Comment

3.0 Oral Communication

- 3.1 Update on resumption of in-person services
- 3.2 Scrabble Virtual Challenge update
- 3.3 Librarian's Report

4.0 Consent Agenda

- 4.1 Approval of Disbursements for April
- 4.2 Approval of Minutes of March Meeting

5.0 Regular Agenda

NONE

6.0 Future Meetings

- 6.1 May 18, 2021

7.0 Adjourn

Notice to the public:

The public has the right to comment on any item listed on the regular meeting agenda before or during the consideration of that item. When a member of the public raises an issue, which has not yet come before the board, the item may be discussed but no action may be taken at the meeting.

The meeting facilities are accessible to persons with disabilities. Requests for interpretive services, assistive listening devices or other considerations may be made through the Santa Cruz County Law Library either in person or by phone at the address above or at (831) 420-2205, no later than two working days before the meeting.

Materials related to any item on this agenda will be available prior to the meeting at the Law Library during normal business hours

AGENDA ITEM 3.1

Law Library Services

March 2021
(22 open days)

In-person – 314
Appointments – 56 of the 318 were appointments
Phone calls – 207
Emails - 94

March 2020
(15 open days)

In-person – 389
Phone calls – 132
Emails – 123

With restrictions potentially being lifted statewide mid-June we will need to address a plan for how the Law Library will operate at our May meeting.

AGENDA ITEM 4.1

APRIL 2021 LAW LIBRARY DISBURSEMENTS

VENDOR	INVOICE	DATE	DESCRIPTION	AMOUNT
AT&T		03/01/2021	MONTHLY CHARGES	23.49
CALPERS	100000016383341	04/01/2021	UAL MONTHLY	3647.68
CEB	11002436	03/17/2021	ATTORNEY FEE AWARDS	249.99
CEB	11004964	03/23/2021	CA TRUST ADMIN	304.50
CEB	11005716	03/25/2021	CA JUVENILE DEPENDNECY	284.84
CEB	11006253	03/29/2021	ADV CA EMPLOYERS	419.54
CEB	11007127	04/06/2021	PERSUASIVE OPENING STATEMENTS	268.45
CEB	11007307	04/06/2021	CA OF CONTRACTS	227.04
CEB	11007600	04/06/2021	CA CHILD CUSTODY LIT	204.10
COURTROOM COMPENIUMS	2781-21	03/22/2021	BELL'S COMPENDIUM	170.00
CRUZIO	B33987-39	04/07/2021	INTERNET	84.90
INGRAM	51727787	03/04/2021	SOCIAL SECURITY MEDICARE	24.65
LEXIS NEXIS	1874307j	04/01/2021	MONTHLY PRINT PLAN	2434.01
LEXIS NEXIS	3093179533	03/31/2021	LEXIS ADVANCE	676.00
LEXIS NEXIS	2205670J	04/01/2021	MONTHLY PRINT CA PRE-TRIAL PRACT	72.50
LOCAL GOVT PUBLICATIONS	21-501	03/19/2021	LONGTIN'S LAND USE	143.56
SHARP	9003228590	03/28/2021	COPIER MAINTENANCE 2/22-3/22	268.44
SUPERIOR COURT	122	04/01/2021	APRIL REIMBURSEMENT	5000.00
WEST	84409289	04/01/2021	WESTLAW	1833.14
WEST	844184404	04/04/2021	MONTHLY PRINT PLAN	775.42
TOTAL				\$17112.25

AGENDA ITEM 4.2
MINUTES – SANTA CRUZ COUNTY LAW LIBRARY BOARD OF TRUSTEES

MARCH REGULAR MEETING, MARCH 16, 2021

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 5:05 p.m. Present at the call to order: John Gallagher, Julia Hill, Dinah Sapia, Alan Smith and Timothy Volkmann. Absent: Lolly Belanger and Emily DuBois. Also, in attendance: Renee Fleming.

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

2.0 Public Comment – NONE

3.0 Oral Communication

3.1 Update on resumption of in-person services – Statistics on services were provided for the months of February 2021 and February 2020. In February 2021 we had 281 in-person visits, of which 47 were appointments. We assisted 125 phone callers and had 83 email exchanges of information. In February 2020 we had 670 in-person visits, 150 phone calls, and 68 emails.

3.2 Upcoming Library Closure – The library will be closed on April 1st and April 2nd to accommodate staff time off. Notices have been posted on the library’s website and inside the library.

3.3 Librarian’s Report: The library received two donations. \$500 from John Thornton and a \$100 check and two \$25 gift cards from Bill Stoesen, our mail carrier. The Council of California County Law Librarians is asking libraries to contact individuals, bar associations and other organization requesting letters of support for our 2021-2022 State budget ask. The librarian will modify the letter template to send out with a request for support. The request and template will also be posted on the library’s website.

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

4.1 Approval of Disbursements for March

4.2 Approval of Meeting Minutes of February Meeting

5.0 Regular Agenda

5.1 Approval of Virtual Scrabble Challenge for 2021 – after discussion **ACTION TAKEN: Motion recommending proceeding with a Virtual Scrabble Challenge for 2021 agenda M/S/C Smith/Sapia 5/0**

6.0 Future Meetings April 20, 2021

Meeting adjourned at 5:33 p.m.