

MINUTES – SANTA CRUZ COUNTY LAW LIBRARY BOARD OF TRUSTEES

AUGUST REGULAR MEETING, AUGUST 17, 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 5:01 p.m. Present at the call to order: Lolly Belanger, Emily DuBois, John Gallagher, Dinah Sapia, Alan Smith and Timothy Volkmann. Absent: Julia Hill. Also, in attendance: Renee Fleming.

1.2 Approve Agenda **ACTION TAKEN: Motion to approve agenda M/S/C Volkmann/Sapia 6/0**

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 June and July for both 2020 and 2021.

3.1.1 In June 2021 we had 306 in-person visits of which 35 were appointments. We assisted 152 phone callers and had 76 email exchanges of information. In June 2020 we had 238 in-person visits, 179 phone calls, and 108 emails.

3.1.2 In July 2021 we had 274 in-person visits. We assisted 100 phone callers and had 64 email exchanges of information. In July 2020 we had 321 in-person visits of which 71 were appointments, 200 phone calls, and 52 emails.

3.2 Law Library Closure/reduced hours August 27-September 3 – The Law Library will be closed on August 27th. The week of August 30-September 3 the Law Library will only be open Tuesday and Thursday 8:00 a.m. to 12:00 p.m. to accommodate staff time off.

3.3 Law Library Assistant Recruitment update: Interviews took place the afternoon of Monday August 16th and Tuesday August 17. Seven candidates were interviewed.

3.4 Librarian's Report:

3.4.1 The State funding for County Law Library should be sent out within the next couple of weeks. The line item includes \$16.4 million for both the 21-22 Fiscal Year and the 22-23 Fiscal Year.

3.4.2 The librarian will be attending a webinar regarding setting up a CalPERS trust to help fund future unfunded accrued liability.

3.4.3 Alex Calvo Superior Court of Santa Cruz CEO has offered to let the Law Library use the Court's administrative Zoom license for our public meetings.

4.0 Consent Agenda – **ACTION TAKEN: Motion to approve consent agenda M/S/C DuBois/Sapia 6/0**

4.1 Approval of Disbursements for July

4.2 Approval of Disbursements for August

4.3 Approval of Meeting Minutes of June Meeting

5.0 Regular Agenda

5.1 NONE

6.0 Future Meetings:

6.1 September 21, 2021

Meeting adjourned at 5:13 p.m.

Respectfully Submitted,

Renee Fleming, Recording Secretary
Board of Law Library Trustees