

MINUTES – SANTA CRUZ COUNTY LAW LIBRARY BOARD OF TRUSTEES

NOVEMBER REGULAR MEETING, NOVEMBER 16, 2021

1.0 Meeting and Organization (In-person meeting with no remote option)

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 DuBois/Smith 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 October 2020 and 2021.

- In October 2020 we had 297 in-person visits of which 68 were appointments. We assisted 206 phone callers and had 63 email exchanges of information. In October 2021 we had 385 in-person visits, 135 phone calls, and 55 emails.

3.2 Librarian's Report:

- The new self-help attorney started her training in the Law Library on Monday, November 15, 2021. She will continue training daily through the end of the year. When the librarian is on vacation, she will provide coverage.
- Law Library Trustee Lolly Belanger will be stepping down from the Board at the end of the year when she leaves her position with the Santa Cruz County Bar Association. We are hoping to have her successor or another representative from the Bar Association appointed to the open position.

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

4.1 Approval of Disbursements for November

4.2 Approval of Meeting Minutes of October Meeting

5.0 Regular Agenda

5.1 Approval of Annual Report for Fiscal Year 20-21 – **ACTION TAKEN: Motion to approve M/S/C Smith/Volkmann 6/0**

6.0 Future Meetings:

6.1 December 21, 2021

Meeting adjourned at 5:31 p.m.

Respectfully Submitted,

Renee Fleming, Recording Secretary
Board of Law Library Trustees