

MINUTES – SANTA CRUZ COUNTY LAW LIBRARY BOARD OF TRUSTEES

FEBRUARY REGULAR MEETING, FEBRUARY 15, 2022

1.0 Meeting and Organization (Meeting held remotely via Zoom)

- 1.1 Establish Quorum Meeting called to order at 5:01 p.m. Present at the call to order: Cheryl Ferguson, John Gallagher, Julia Hill, Eric Nelson, Dinah Sapia and Timothy Volkmann. Joined after called to order: Emily DuBois. Also, in attendance: Renee Fleming.
- 1.2 Approve Agenda: **ACTION TAKEN: Motion to approve agenda M/S/C Hill/Nelson 7/0**

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 January 2021 and 2022.
 - In January 2021 we had 273 in-person visits of which 52 were appointments. We assisted 203 phone callers and had 62 email exchanges of information. In January 2022 we had 343 in-person visits, 169 phone calls, and 68 emails.
- 3.2 Librarian's Report:
 - The test for the Law Library Assistant position was held on February 14. Once the test results come back interviews will be scheduled. Hopefully, interviews will be the week of February 28th. Trustee Julia Hill has volunteered to assist with the interviews.
 - We received the final analysis of the forensic auditor for the insurance claim filed in 2020 for reimbursement for lost profits due to COVID. Based on their analysis we will receive a little over \$25,000 after our deductible.

4.0 Consent Agenda – **ACTION TAKEN: Motion to approve consent agenda M/S/C Sapia/Hill 7/0**

- 4.1 Approval of Disbursements for February
- 4.2 Approval of Meeting Minutes of January Meeting

5.0 Regular Agenda -NONE

6.0 Future Meetings:

- 6.1 March 15, 2022

Meeting adjourned at 5:15 p.m.

Respectfully Submitted,

Renee Fleming, Recording Secretary
Board of Law Library Trustees