

MINUTES – SANTA CRUZ COUNTY LAW LIBRARY BOARD OF TRUSTEES

MARCH REGULAR MEETING, MARCH 15, 2022

1.0 Meeting and Organization

- 1.1 Establish Quorum Meeting called to order at 5:06 p.m. Present at the call to order: Emily DuBois, Cheryl Ferguson, John Gallagher, and Julia Hill. Absent: Eric Nelson, Dinah Sapia, and Timothy Volkmann. Also, in attendance: Renee Fleming.
- 1.2 Approve Agenda: **ACTION TAKEN: Motion to approve agenda M/S/C DuBois/Hill 4/0**

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 2022.
 - 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 2022 we had 311 in-person visits, 130 phone calls, and 61 emails.
- 3.2 Form 700 reminder – all forms have been submitted.
- 3.3 Librarian's Report:
 - Eight candidates were interviewed for the position. The new assistant will start on March 28th.
 - The librarian signed and submitted the Final Proof of Loss form. We should be receiving a check for \$25,021
 - Scrabble 2022 – we will not be holding a Scrabble Tournament in 2022. We will plan on returning in person in 2023.

4.0 Consent Agenda – **ACTION TAKEN: Motion to approve consent agenda M/S/C Hill/Ferguson 4/0**

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

5.0 Regular Agenda -NONE

6.0 Future Meetings:

- 6.1 April 19, 2022

Meeting adjourned at 5:17 p.m.

Respectfully Submitted,

Renee Fleming, Recording Secretary
Board of Law Library Trustees