

# MINUTES - SANTA CRUZ COUNTY LAW LIBRARY BOARD OF TRUSTEES

## JUNE REGULAR MEETING, JUNE 16, 2020

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### 1.0 Meeting and Organization

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

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

### 2.0 Public Comment - None

### 3.0 Oral Communication

**3.1** State Budget Allocation for backfill of civil filing fee revenue – The librarian reported on the work being done by the Council of California County Law Librarians to secure a \$7 million appropriation in the State Budget for FY 20-21. The request made it in to both the Assembly and Senate Budgets. We are now waiting to see if it will remain in the budget the Governor signs.

**3.2** Civil Filing fee revenue shortfall – Our filing fee revenue was down approximately 40% for the last two months. This is better than expected. We will wait to see how our revenue shapes up over the next several months before making decisions about cuts to the collection.

**3.3** Update on resumption of in-person services – The first week went well. We served 46 people in person the first week and 27 people in the first two days of the second week. The volume is low, but manageable given the safety protocols we have in place.

**3.4** Librarian's Report – We received two generous donations; \$500 from John Thornton and \$1000 from Dinah Sapia. Although the Scrabble Tournament was cancelled, we received \$2225.00 in donations from the legal community. We will be sending a check to the Teen Peer Court Program for \$1,112.50. We have an old outside bank account with Bank of the West that was part of a group of accounts set up by the County. We were approached by the Auditor's Office to close out this account because they are transferring all of the outside accounts to U.S. Bank. The librarian is exploring keeping the bank account and adding merchant services so we can begin accepting credit card payments. Several trustees urged the librarian to explore using PayPal's merchant services.

### 4.0 Consent Agenda - **ACTION TAKEN: Motion to approve consent agenda M/S/C Sapia/Volkmann 6/0**

**4.1** Approval of Disbursements for June

**4.2** Approval of Meeting Minutes of February Meeting

**4.3** Approval of Meeting Minutes of Special Meeting held March 19, 2020

**4.4** Approval of Meeting Minutes of Special Meeting held March 23, 2020

**4.5** Approval of Minutes of May Meeting

### 5.0 Regular Agenda - NONE

### 6.0 Future Meetings

**6.1** July 21, 2020

**Adjourned at 5:23 p.m.**

Respectfully Submitted,

Renee Fleming, Recording Secretary  
Board of Law Library Trustees