

# MINUTES – SANTA CRUZ COUNTY LAW LIBRARY BOARD OF TRUSTEES

## JANUARY REGULAR MEETING, JANUARY 19, 2021

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### 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 5:03 p.m. Present at the call to order: John Gallagher, Lolly Belanger, Emily DuBois, 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 Smith/Volkmann 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. From December 7<sup>th</sup> – January 8<sup>th</sup> we had 254 in-person visits, of which 49 were appointments. We assisted 176 phone callers and had 49 email exchanges of information. For approximately the same period last year we had 610 in-person visits, 106 phone calls, and 45 emails.

3.2 Update on Law Library staffing/operations – Discussion on contingency plans for library operations if hiring freeze is in place throughout the 21-22 Fiscal Year. Librarian is directed to come up with proposed contingency plans.

3.3 Librarian's Report: Reminder that Form 700 Annual Reports due by April 1, 2021. The Library received a \$200 donation from the Santa Cruz County Bar Association. This year the Bar Association asked members to donate to an organization in need in lieu of a registration fee for the Annual Awards Ceremony.

### 4.0 Consent Agenda – **ACTION TAKEN: Motion to approve consent agenda M/S/C Dubois/Smith 6/0**

4.1 Approval of Disbursements for January

4.2 Approval of Meeting Minutes of December Meeting

### 5.0 Regular Agenda - NONE

### 6.0 Future Meetings February 16, 2020

Meeting adjourned at 5:24 p.m.

Respectfully Submitted,

Renee Fleming, Recording Secretary  
Board of Law Library Trustees