

MINUTES – SANTA CRUZ COUNTY LAW LIBRARY BOARD OF TRUSTEES

FEBRUARY REGULAR MEETING, FEBRUARY 16, 2021

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 5:00 p.m. Present at the call to order: John Gallagher, Lolly Belanger, Julia Hill, and Alan Smith and. Absent: Emily DuBois, Dinah Sapia and Timothy Volkmann. Also, in attendance: Renee Fleming.

1.2 Approve Agenda **ACTION TAKEN: Motion to approve agenda M/S/C Smith/Belanger 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. From January 11th – February 5th we had 266 in-person visits, of which 51 were appointments. We assisted 182 phone callers and had 64 email exchanges of information. For approximately the same period last year we had 706 in-person visits, 111 phone calls, and 74 emails.

3.2 Contingency staffing plan – The librarian presented what was likely to happen during unexpected absences or planned absences of the librarian. This may include closures, or a shift or reduction in open hours. The librarian will keep the Board informed.

3.3 Fundraising for 2021 – After discussion it was decided that Trustees Julia Hill and Lolly Belanger would assist the librarian with creating a letter to solicit donations since the library will be unable to host the Annual Scrabble Tournament this Spring.

3.4 Librarian's Report: The Council of California County Law Librarians is asking libraries to send letters to our representatives requesting they support a request for funding in the 2021-2022 State Budget. The new law library website is ready to launch. The librarian will send out an email when it has been made public. The librarian was asked to add the teleconference number to the agendas.

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

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 March 16, 2021

Meeting adjourned at 5:24 p.m.

Respectfully Submitted,

Renee Fleming, Recording Secretary
Board of Law Library Trustees