

MINUTES – SANTA CRUZ COUNTY LAW LIBRARY BOARD OF TRUSTEES

MAY REGULAR MEETING, MAY 18, 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 5:03 p.m. Present at the call to order: Lolly Belanger, Emily DuBois, John Gallagher, Julia Hill, Dinah Sapia, and Alan Smith. Absent: Timothy Volkmann. Also, in attendance: Renee Fleming.

1.2 Approve Agenda **ACTION TAKEN: Motion to approve agenda M/S/C Smith/DuBois 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 for the months of April 2021 and April 2020. In April 2021 we had 334 in-person visits, of which 50 were appointments. We assisted 123 phone callers and had 76 email exchanges of information. In April 2020 we had 0 in-person visits, 109 phone calls, and 155 emails.

3.2 Scrabble Virtual Challenge update – Twenty-nine participants have registered for the Scrabble Tournament. Ten in the competitive division and nineteen in the recreational division.

3.3 Librarian's Report:

3.3.1 There was brief discussion about when to bring back in-person Board of Trustees meetings. The subject will be revisited in a few months. **Trustee Smith left the meeting at 5:19 p.m.**

3.3.2 Recruitment to fill one of the vacant Law Library Assistant positions will begin the first week of June. The application period will be open for four weeks.

3.3.3 The librarian has time off scheduled for July 19-23. During this week the Law Library will only be open on Tuesday and Thursday. Coverage will be provided by Sasha Morgan. Notice will be posted well in advance in the law library and on our website. Regular library users and community partners will be informed.

4.0 Consent Agenda – **ACTION TAKEN: Motion to approve consent agenda M/S/C Hill/DuBois 5/0**

4.1 Approval of Disbursements for April

4.2 Approval of Meeting Minutes of March Meeting

5.0 Regular Agenda

5.1 Approve Preliminary Budget for Fiscal Year 2021-2022 – after discussion **ACTION TAKEN: Motion to approve M/S/C Sapia/Hill 5/0**

6.0 Future Meetings: June 15, 2021

Meeting adjourned at 5:36 p.m.

Respectfully Submitted,

Renee Fleming, Recording Secretary
Board of Law Library Trustees