

MINUTES – SANTA CRUZ COUNTY LAW LIBRARY BOARD OF TRUSTEES

DECEMBER REGULAR MEETING, DECEMBER 21, 2021

1.0 Meeting and Organization (In-person meeting with no remote option)

1.1 Establish Quorum Meeting called to order at 5:02 p.m. Present at the call to order: Lolly Belanger, Emily DuBois, John Gallagher, Julia Hill, and Dinah Sapia. Absent: Alan Smith, and Timothy Volkmann. Also, in attendance: Renee Fleming.

1.2 Approve Agenda **ACTION TAKEN: Motion to approve agenda M/S/C DuBois/Hill 5/0**

2.0 Public Comment – NONE

3.0 Oral Communication

3.1 Commendation – Board President Gallagher commended Lolly Belanger and Alan Smith on their service on the Board. President Gallagher, also, shared an email received thanking the Librarian for her assistance.

3.2 Update on resumption of in-person services – Statistics on services were provided for the months of November 2020 and 2021.

- In November 2020 we had 223 in-person visits of which 41 were appointments. We assisted 196 phone callers and had 81 email exchanges of information. In November 2021 we had 324 in-person visits, 120 phone calls, and 45 emails.

3.3 Librarian's Report:

- The new self-help attorney will provide coverage for the librarian the last week of December.
- Recruitment for the open Law Library Assistant position will be around January 1, 2022.

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

4.1 Approval of Disbursements for December

4.2 Approval of Meeting Minutes of November Meeting

5.0 Regular Agenda

5.1 Approval of Renewal of LexisNexis Online Database Contract – after discussion (Trustee Gallagher stepped away during discussion) **ACTION TAKEN: Motion to approve LexisNexis Renewal Option 2 as recommended. M/S/C Sapia/Hill 4/0**

6.0 Future Meetings:

6.1 January 18, 2022

Meeting adjourned at 5:30 p.m.

Respectfully Submitted,

Renee Fleming, Recording Secretary
Board of Law Library Trustees