

# MINUTES – SANTA CRUZ COUNTY LAW LIBRARY BOARD OF TRUSTEES

## APRIL REGULAR MEETING, APRIL 19, 2022

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### 1.0 Meeting and Organization

**1.1** Establish Quorum Meeting called to order at 5:04 p.m. Present at the call to order: Emily DuBois, Cheryl Ferguson, John Gallagher, Eric Nelson, and Dinah Sapia. Absent: Julia Hill, and Timothy Volkmann. Also, in attendance: Renee Fleming.

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

**2.0 Public Comment – Trustee Sapia asked about the decision to postpone the Scrabble Tournament for 2022.**

### 3.0 Oral Communication

**3.1** Update on resumption of in-person services – Statistics on services were provided for the months of March 2021 and 2022.

- In March 2021 we had 314 in-person visits of which 50 were appointments. We assisted 207 phone callers and had 94 email exchanges of information. In March 2022 we had 430 in-person visits, 212 phone calls, and 79 emails.

**3.2** Librarian's Report:

- The new Law Library Assistant, Miranda, began her position on March 21<sup>st</sup>.
- The Law Library in conjunction with the Self Help Center/Small Claims Advisor program began offering a once a month informational Small Claims Zoom workshop in January.

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

**4.1** Approval of Disbursements for April

**4.2** Approval of Meeting Minutes of March Meeting

### 5.0 Regular Agenda

**5.1** Update on Expansion of Services – After discussion **ACTION TAKEN: Motion to approve expansion of services plan effective July 1, 2022 M/S/C Nelson/Ferguson 5/0**

### 6.0 Future Meetings:

**6.1** May 17, 2022

**Meeting adjourned at 5:31 p.m.**

Respectfully Submitted,

Renee Fleming, Recording Secretary  
Board of Law Library Trustees