

AGENDA

Santa Cruz County Law Library Board of Trustees

July Regular Meeting

July 19, 2022

Santa Cruz County Law Library, Room 070

5:00 pm

1.0 Meeting and Organization

- 1.1 Establish Quorum
- 1.2 Approve Agenda

2.0 Public Comment

3.0 Oral Communication

- 3.1 Update on In-person services
- 3.2 Librarian's Report

4.0 Consent Agenda

- 4.1 Approval of Disbursements for June
- 4.2 Approval of Disbursements for July
- 4.3 Approval of Minutes of May Meeting

5.0 Regular Agenda

- 5.1 Expansion of Services

6.0 Future Meetings

- 6.1 August 16, 2022

7.0 Adjourn

Notice to the public:

The public has the right to comment on any item listed on the regular meeting agenda before or during the consideration of that item. When a member of the public raises an issue, which has not yet come before the board, the item may be discussed but no action may be taken at the meeting.

The meeting facilities are accessible to persons with disabilities. Requests for interpretive services, assistive listening devices or other considerations may be made through the Santa Cruz County Law Library either in person at the address above or by phone at (831) 420-2205, no later than two working days before the meeting.

Materials related to any item on this agenda will be available prior to the meeting at the Law Library during normal business hours.

AGENDA ITEM 3.1

Law Library Services

May 2021
(20 open days)

In-person – 289
Appointments - 52 of the 289 were
appointments
Phone calls – 145
Emails – 55

May 2022
(21 open days)

In-person – 429
No appointments required
Phone calls – 178
Emails – 78

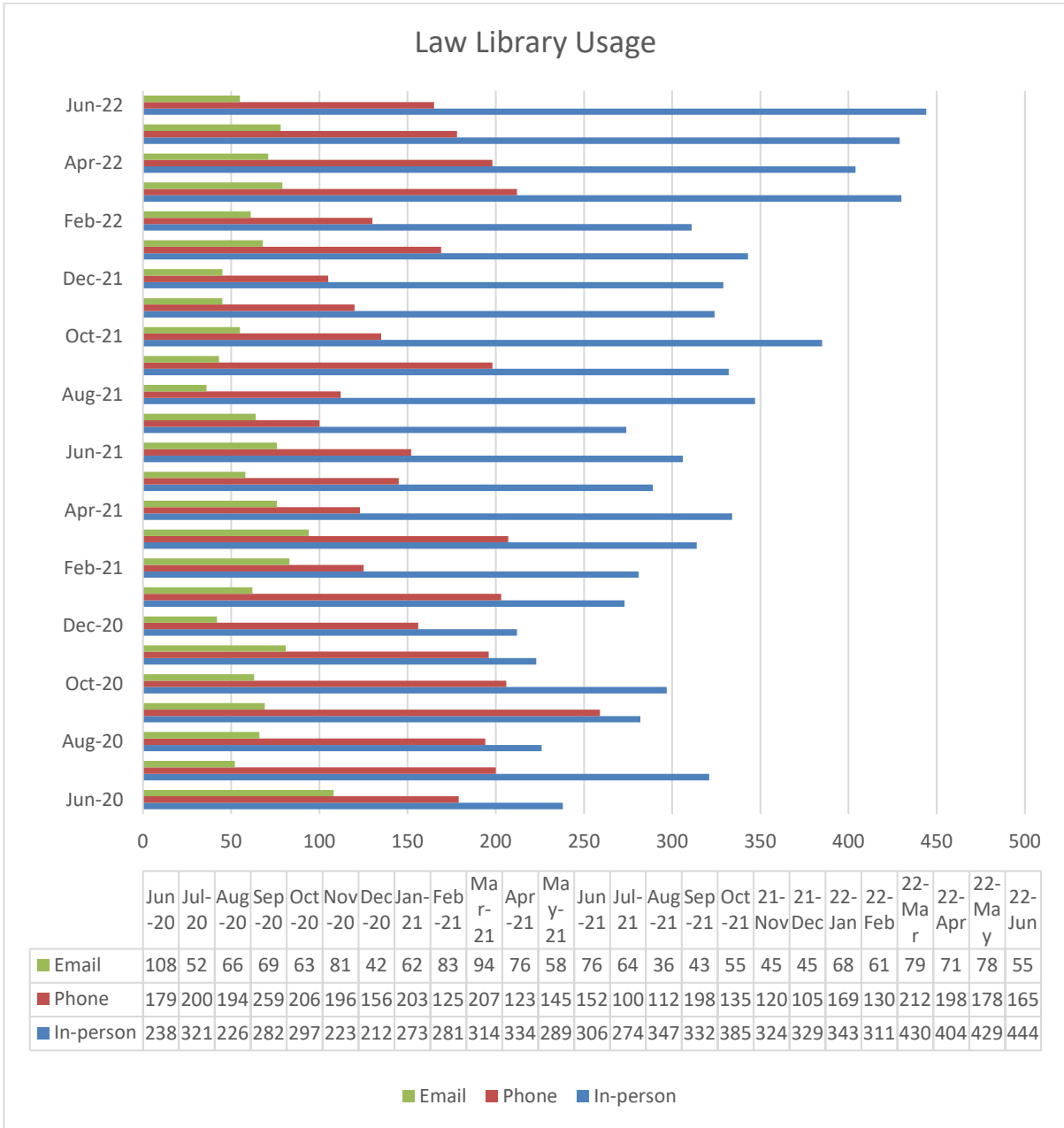
June 2021
(22 open days)

In-person – 306
No appointments required
Phone calls – 152
Emails – 76

June 2022
(22 open days)

In-person – 444
No appointments required
Phone calls – 165
Emails – 55

July Regular Meeting, 07/19/22 Agenda Item 3.1



July Regular Meeting, 07/19/22 Agenda Items 4.1 & 4.2

AGENDA ITEM 4.1

JUNE 2022 LAW LIBRARY DISBURSEMENTS

VENDOR	INVOICE	DATE	DESCRIPTION	AMOUNT
ALLIANT	10133684	06/08/2022	PROPERTY INSURANCE	2487.07
AT&T	18285011	06/01/2022	MONTHLY CHARGES	(.15)
CALPERS	16817823	06/01/2022	UAL MONTHLY	3389.17
CEB	11073382	05/11/2022	CA DECEDENT ESTATE	372.78
CEB	11073788	05/13/2022	CA ADMINISTRATIVE MANDAMUS	273.64
CEB	11075369	05/26/2022	CA CIVIL APPELLATE	303.68
CEB	11076504	06/13/2022	SPECIAL NEEDS TRUSTS	304.23
CEB	11076759	06/15/2022	CA EVICTION DEFENSE MANUAL	305.98
CEB	11077010	06/16/2022	CA CIVIL PROC BEF TRIAL	441.34
CRUZIO	B33987-66	06/07/2022	INTERNET	84.90
INGRAM	59841664	06/02/2022	ESSENTIAL GT FED EMPLOYMENT LAWS	41.26
LEXIS NEXIS	3093912103	05/31/2022	LEXIS ADVANCE	1167.75
LEXIS NEXIS	254261K	05/01/2022	MONTHLY PRINT PLAN	2544.26
LEXIS NEXIS	31202365	05/05/2022	CA OFF APP RPTS BV 51	32.17
LEXIS NEXIS	31515053	06/01/2022	MONTHLY PRINT PLAN	2588.43
LEXIS NEXIS	31428827	05/23/2022	CA OFF APP RPTS BV 52	32.17
LEXIS NEXIS	31494013	05/26/2022	CA OFF RPTS BV 11	32.17
SHARP	9003827778	05/28/2022	COPIER MAINTENANCE	268.45
STAPLES	3507131237	05/04/2022	SUPPLIES	48.51
STAPLES	3507735443	05/13/2022	SUPPLIES	214.12
SUPERIOR COURT	136	06/01/2022	JUNE REIMBURSEMENT	5000.00
WEST	846449862	06/01/2022	WESTLAW	1851.47
WEST	846211740	04/04/2022	PRINT SUBSCRIPTIONS	838.96
WEST	846376843	05/04/2022	PRINT SUBSCRIPTIONS	838.88
TOTAL				\$23,461.24

JULY 2022 LAW LIBRARY DISBURSEMENTS

VENDOR	INVOICE	DATE	DESCRIPTION	AMOUNT
AT&T	18420458	07/01/2022	MONTHLY CHARGES	25.04
CALPERS	16852053	07/01/2022	UAL MONTHLY	3670.42
CEB	11078351	06/22/2022	CA CRIMINAL LAW	442.16
CEB	11079315	07/08/2022	ELDER LAW LIT	237.59

July Regular Meeting, 07/19/22 Agenda Items 4.1 & 4.2

CRUZIO	B33987-67	07/07/2022	INTERNET	84.90
EBSCO	1000185139-1	07/01/2022	LEGAL INFO REF CENTER DATABASE	1513.00
INGRAM	70315043	07/01/2022	CA LANDLORDS LAW: EVICTIONS	67.47
LEXIS NEXIS	3093947159	06/30/2022	LEXIS ADVANCE	1167.75
LEXIS NEXIS	313438X	06/30/2022	MENTAL DISABILITY LAW	328.20
LEXIS NEXIS	3151505A	07/01/2022	MONTHLY PRINT PLAN	2588.43
LEXIS NEXIS	31754139	06/13/2022	CA OFF APP RPTS BV 53	32.17
LEXIS NEXIS	32269862	07/08/2022	CA OFF APP RPTS BV 54	32.17
SHARP	9003868705	06/28/2022	COPIER MAINTENANCE	268.45
SUPERIOR COURT	137	07/01/2022	JULY REIMBURSEMENT	5000.00
WEST	846610783	07/01/2022	WESTLAW	1851.47
WEST	846697646	07/04/2022	PRINT SUBSCRIPTIONS	838.91
WEST	846538215	06/04/2022	PRINT SUBSCRIPTIONS	838.88
			TOTAL	\$18987.01

AGENDA ITEM 4.2
MINUTES – SANTA CRUZ COUNTY LAW LIBRARY BOARD OF TRUSTEES

MINUTES REGULAR MEETING, MAY 17, 2022

1.0 Meeting and Organization

- 1.1** Establish Quorum Meeting called to order at 5:00 p.m. Present at the call to order: Emily DuBois, Eric Nelson, Dinah Sapia, and Timothy Volkmann. Absent: Cheryl Ferguson John Gallagher, and Julia Hill. Also, in attendance: Renee Fleming.
- 1.2** Approve Agenda: **ACTION TAKEN: Motion to approve agenda M/S/C DuBois/Nelson 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 for the months of April 2021 and 2022.
- 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 2022 we had 404 in-person visits, 198 phone calls, and 71 emails.
- 3.2** Librarian's Report:
- Nothing new to report this month.

4.0 Consent Agenda

- 4.1** Approval of Disbursements for March **ACTION TAKEN: Motion to approve disbursements agenda M/S/C Nelson/DuBois 4/0**
- 4.2** Approval of Meeting Minutes of February Meeting – correction needed: Julia Hill listed both under in attendance and absence. **ACTION TAKEN: Motion to approve minutes with correction M/S/C Nelson/Sapia 4/0**

5.0 Regular Agenda

- 5.1** Approval of Preliminary Budget FY 2022-2023 – after discussion **ACTION TAKEN: Motion to approve preliminary budget M/S/C Sapia/DuBois 4/0**

6.0 Future Meetings:

- 6.1** June 21, 2022

Meeting adjourned at 5:14 p.m.