

AGENDA

Santa Cruz County Law Library Board of Trustees

February Regular Meeting
February 21, 2023
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 Welcome new Trustee
- 3.2 Update on In-person services
- 3.3 Librarian's Report

4.0 Consent Agenda

- 4.1 Approval of Disbursements for February
- 4.2 Approval of Minutes of January Meeting

5.0 Regular Agenda

- 5.1 Scrabble 2023
- 5.2 CCCLL Spring Meeting – Sacramento

6.0 Future Meetings

- 6.1 March 21, 2023

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.

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 3.2

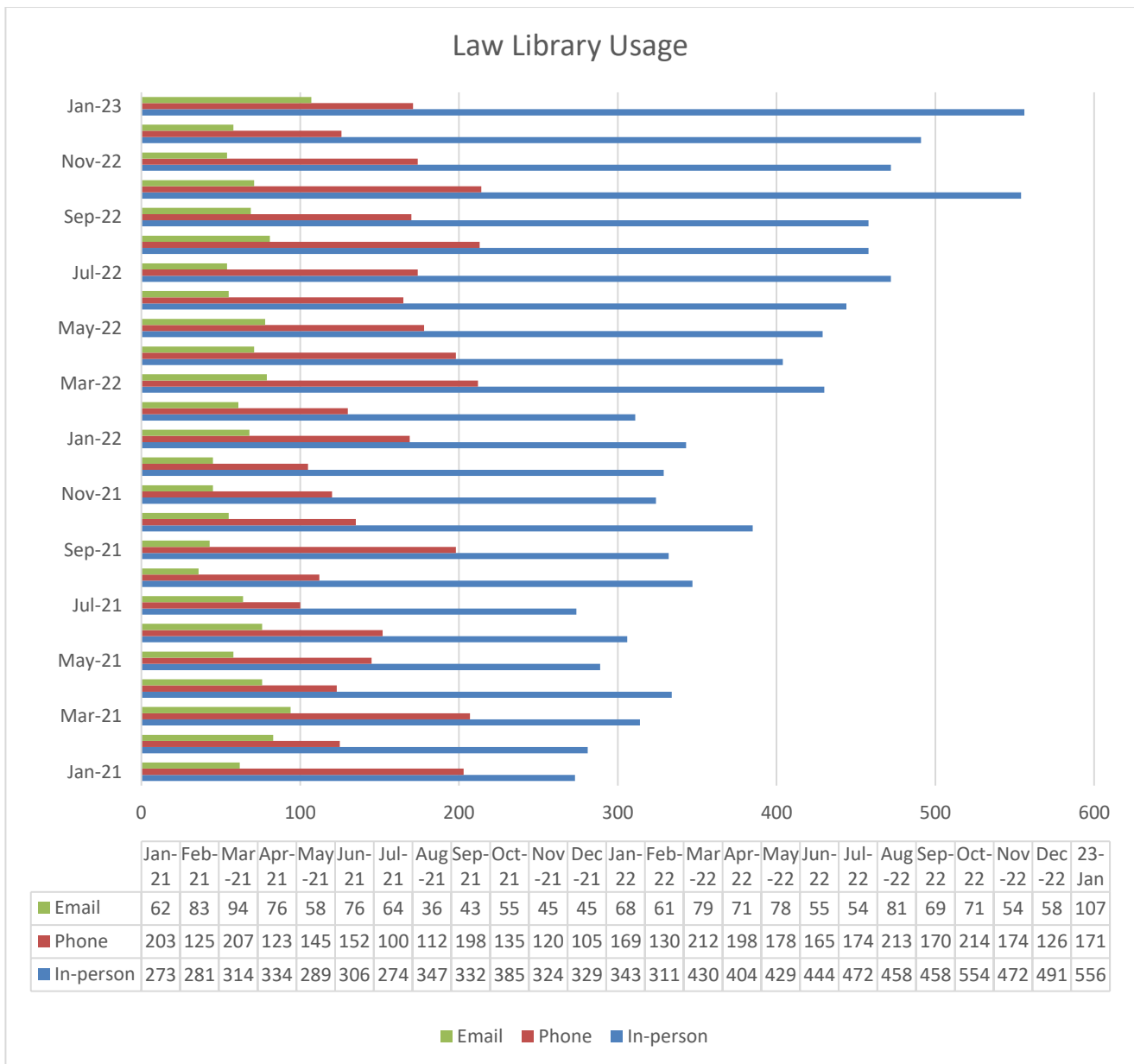
Law Library Services

January 2022
(20 open days)

In-person – 343
Phone calls – 169
Emails – 68

January 2023
(20 open days)

In-person – 556
Phone calls – 171
Emails – 107



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AGENDA ITEM 4.1

FEBRUARY 2023 LAW LIBRARY DISBURSEMENTS

VENDOR	INVOICE	DATE	DESCRIPTION	AMOUNT
CALPERS	17068935	02/01/2023	UAL MONTHLY	3670.42
CEB	11101025	01/25/2023	CA TORT DAMAGES	271.15
CEB	11098243	01/10/2023	WAGE & HOUR LAW LITIGATION	267.87
CEB	11100666	01/17/2023	GUARDIANSHIP PRAC	293.00
CRUZIO	B33987-81	02/07/2023	INTERNET	84.90
LEXISNEXIS	34538712	12/01/2022	CA OFF APP V.60	33.21
LEXIS NEXIS	3094314532	01/31/2023	LEXIS ADVANCE	1167.75
LEXIS NEXIS	3151505H	02/01/2023	MONTHLY PRINT PLAN	2588.43
LEXIS NEXIS	35312947	01/03/2023	CA PENAL CODE	192.49
LEXIS NEXIS	35364343	01/04/2023	MENTAL DISABILITY	278.00
STAPLES	3525972831	12/21/2023	SUPPLIES	306.17
STAPLES	3526094222	12/23/2022	SUPPLIES	349.34
SHARP	9004172571	01/28/2023	COPIER DECEMBER	270.07
SUPERIOR COURT	144	02/01/2022	FEB REIMBURSEMENT	5000.00
WEST	847762696	02/01/2023	WESTLAW	1869.98
WEST	847689400	02/04/2022	PRINT SUBSCRIPTIONS	897.62
TOTAL				\$17,540.40

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

MINUTES REGULAR MEETING, JANUARY 17, 2023

1.0 Meeting and Organization

- 1.1** Establish Quorum Meeting called to order at 5:01 p.m. Present at the call to order: Emily DuBois, Cheryl Ferguson, John Gallagher, Julia Hill, and Eric Nelson. Absent: Nancy Miller and Timothy Volkmann. Also, in attendance: Renee Fleming.
- 1.2** Approve Agenda: **ACTION TAKEN: Motion to approve agenda M/S/C Hill/Nelson 5/0**

2.0 Public Comment – NONE

3.0 Oral Communication

- 3.1** Welcome New Trustee – moved to next month’s agenda.
- 3.2** Election of Board President and Vice President – Trustee DuBois nominates Trustee Gallagher to serve another term as President, Trustee Hill seconds. Trustee Ferguson nominates Trustee Hill to serve another term as Vice President, Trustee DuBois seconds. Both accept the request to serve another term.
- 3.3** Update on resumption of in-person services – Statistics on services were provided for the months of December 2021, and December 2022.
- In 2021 we had 329 in-person visits. We assisted 105 phone callers and had 45 email exchanges of information. In 2022 we had 491 in-person visits, 126 phone calls, and 58 email exchanges of information.
- 3.4** Librarian’s Report:
- Over the next few months, the librarian will be evaluating opening up more computers. In order to do so, we will need to purchase three more chairs.
 - The Small Claims Workshop which is jointly staffed by Self Help and Law Library staff has been changed this year. Last year the workshop was revived as a monthly virtual workshop offered at 3:30. Due to low attendance, the workshop has been moved to 6 p.m. and is now every other month. The first three workshops have been scheduled for 2023 to gauge turnout.
 - The winter storms did not have a negative impact on the Law Library.

4.0 Consent Agenda - ACTION TAKEN: Motion to approve consent agenda M/S/C DuBois/Nelson 5/0

- 4.1** Approval of Disbursements for January
- 4.2** Approval of Meeting Minutes of December Meeting

5.0 Regular Agenda

- 5.1** NONE

6.0 Future Meetings:

- 6.1** February 21, 2023

Meeting adjourned at 5:15 p.m.

AGENDA ITEM 5.1

Scrabble Tournament 2023

Background:

Our last in-person Scrabble Tournament was in 2019. Our 2020 tournament was cancelled. Our 2021 tournament was virtual. In 2022 we opted not to hold an online tournament. Traditionally, the in-person tournament has been held on a Saturday in March.

Question:

Are we ready to bring the Scrabble Tournament back in-person? Do we think people are ready to participate?

If we do, we need:

- To pick a Saturday in April or May
- Board member(s) to spearhead our fundraising by contacting local firms for donations
- Board members to assist on day of the Tournament
- Donations for prizes

AGENDA ITEM 5.2

Council of California County Law Librarians Spring Meeting

Background:

The first in person meeting since Fall 2019 of the CCCLL will be held in Sacramento on Monday, March 27th with a legislative day following on Tuesday, March 28th.

The legislative day is particularly important because we are not currently a line item in the Governor's Budget for the upcoming fiscal year. For the past several years, we have received a "one-time" allocation, along with a small amount of back-fill money for

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reduced civil filings during COVID. This money has helped us, and all county law libraries, maintain our level of services.

I plan on attending the Monday meeting and the Tuesday legislative day.

Request:

I am asking the library to cover the registration fee for the meeting. The cost of the registration has not been released, but normally does not exceed \$200. I will be applying for a grant for reimbursement for the cost of transportation and hotel.