

# MINUTES – SANTA CRUZ COUNTY LAW LIBRARY BOARD OF TRUSTEES

## JANUARY REGULAR MEETING, JANUARY 17, 2023

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### 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.**

Respectfully Submitted,

Renee Fleming, Recording Secretary  
Board of Law Library Trustees