

AGENDA

Santa Cruz County Law Library Board of Trustees

January Regular Meeting
January 16, 2024
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 December Service Statistics
- 3.2 Librarian's Report
 - 3.2.1 Scrabble KickOff Party

4.0 Consent Agenda

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

5.0 Regular Agenda

- 5.1 NONE

6.0 Future Meetings

- 6.1 February 20, 2024

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.

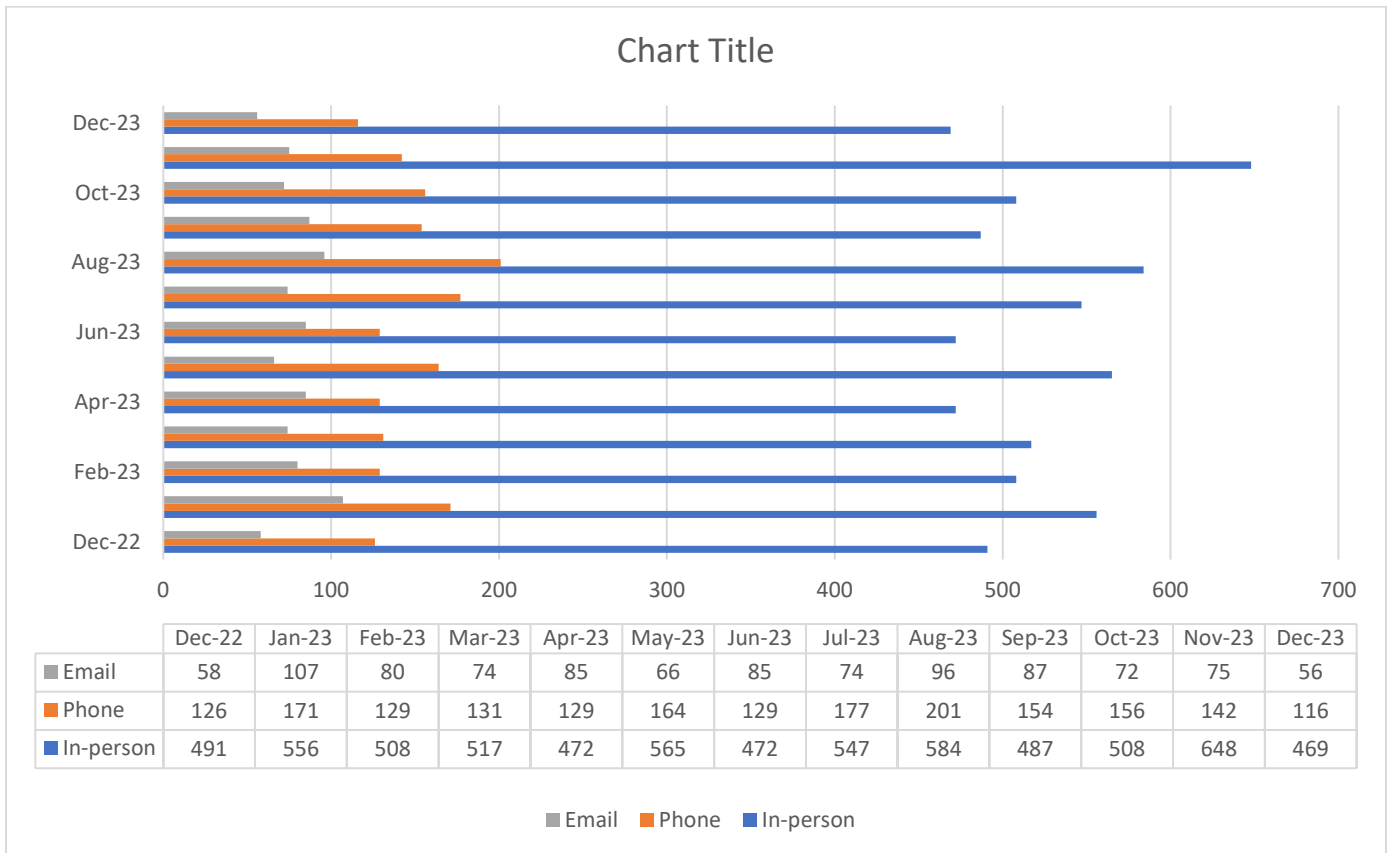
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Agenda Item 3.1

Service Statistics

December 2022 (20 open days) December 2023 (20 open days)

In-person: 491 In-person: 469
 Phone calls: 126 Phone calls: 116
 Emails: 58 Emails: 56



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Agenda Items 4.1

January Disbursements

| Vendor | Invoice | Date | Description | Amount |
|------------|------------|------------|----------------------------|---------|
| AT&T | 20901662 | 01/01/2024 | MONTHLY CHARGES | 29.25 |
| CALPERS | 17402040 | 01/01/2024 | UAL MONTHLY | 2343.58 |
| CEB | 11133722 | 12/13/2023 | ATTYS GUIDE TO DAMAGES | 319.22 |
| CEB | 11134298 | 12/14/2023 | FORMING & OPERATING CA LLC | 329.60 |
| CEB | 11132685 | 11/30/2023 | CA CONST CONTRACTS | 422.95 |
| CRUZIO | B33987-105 | 01/07/2024 | INTERNET | 84.90 |
| LEXISNEXIS | 3094875990 | 12/31/2023 | LEXIS ADVANCE | 1167.75 |
| LEXISNEXIS | 3681331G | 01/01/2024 | MONTHLY PRINT PLAN | 2656.37 |
| LEXISNEXIS | 40023036 | 12/27/2023 | MENTAL DISABILITY LAW | 362.45 |
| LEXISNEXIS | 39931773 | 12/21/2023 | CA PENAL CODE 2024 | 212.21 |
| LEXISNEXIS | 39558681 | 12/07/2023 | CA 6-IN-2 2024 | 373.28 |
| LEXISNEXIS | 39854701 | 12/19/2023 | CA OFF APP RPTS V. 75 | 34.25 |
| SHARP | 900464232 | 12/28/2023 | COPIER MAINT. AGREEMENT | 270.07 |
| SUP. COURT | 155 | 01/01/2024 | JAN REIMBURSEMENT | 5000.00 |
| WEST | 849505400 | 01/01/2024 | WESTLAW | 1869.98 |
| WEST | 849580310 | 01/01/2024 | PRINT SUBSCRIPTIONS | 978.44 |
| | | | TOTAL: | 16454.3 |

AGENDA ITEM 4.3

**MINUTES – SANTA CRUZ COUNTY LAW LIBRARY BOARD OF TRUSTEES
MINUTES REGULAR MEETING, DECEMBER 19, 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: John Gallagher, Julia Hill, Emily DuBois, Eric Nelson, and Timothy Volkmann. Absent: Cheryl Ferguson and Nancy Miller. Also, in attendance: Renee Fleming.

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

2.0 Public Comment – NONE

3.0 Oral Communication

3.1 Statistics on services were provided for the months of November 2022 & 2023.

- In November 2022 we had 533 in-person visits. We assisted 126 phone callers and had 57 email exchanges of information. In 2023 we had 648 in-person visits, 142 phone calls, and 75 email exchanges of information.

3.2 Librarian’s Report

3.2..1 Fundraising – Update on planning for Scrabble Kickoff Party. Trustee Volkmann will follow up with Austin Comstock to confirm the dates. Trustee DuBois will take the lead on planning and coordination.

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

4.1 Approval of Disbursements for December

4.2 Approval of Meeting Minutes of November Meeting

5.0 Regular Agenda

5.1 NONE

6.0 Future Meetings:

6.1 January 16, 2024

Adjourned 5:08 p.m.