

# AGENDA

## Santa Cruz County Law Library Board of Trustees

March Regular Meeting  
March 19, 2024  
Santa Cruz County Law Library, Room 070  
5:00 pm

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### 1.0 Meeting and Organization

- 1.1 Establish Quorum
- 1.2 Approve Agenda

### 2.0 Public Comment

### 3.0 Oral Communication

- 3.1 January & February Service Statistics
- 3.2 Librarian's Report
  - 3.2.1 Thank you letter
  - 3.2.2 Mutual Aid Grant for 24/25
  - 3.2.3 Scrabble & Scrabble KickOff Fundraiser

### 4.0 Consent Agenda

- 4.1 Approval of Disbursements for February
- 4.2 Approval of Disbursements for March
- 4.3 Approval of Minutes for January

### 5.0 Regular Agenda

- 5.1 NONE

### 6.0 Future Meetings

- 6.1 April 16, 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.

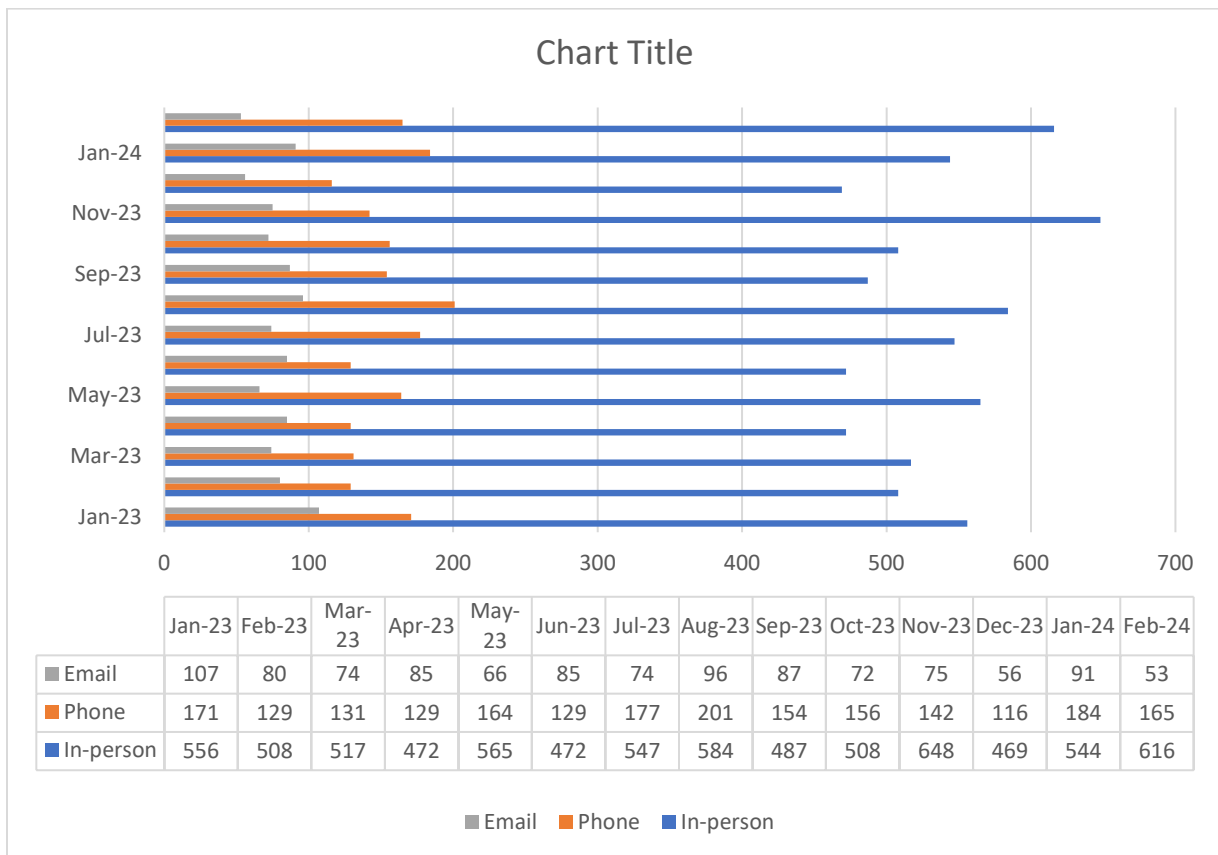
Materials related to any item on this agenda will be available prior to the meeting at the Law Library during normal business hours.

## March Regular Meeting 3/19/24 Agenda Item 3.1

### Agenda Item 3.1

#### Service Statistics

January 2023 (21 open days)	January 2024 (21 open days)	February 2023 (19 open days)	February 2024 (19 open days)
In-person: 556 Phone calls: 171 Emails: 107	In-person: 544 Phone calls: 184 Emails: 91	In-person: 508 Phone calls: 129 Emails: 80	In-person: 616 Phone calls: 165 Emails: 53



## March Regular Meeting 3/19/24 Agenda Item 3.2.1

Charles Bowen  
314 W 1125 N  
Centerville, UT 84014

March 12, 2024

Sasha Morgan  
Court Executive Officer  
Santa Cruz Superior Court  
701 Ocean St.  
Santa Cruz, CA 95060

The Law Library Board of Trustees

Dear Ms. Morgan and Board of Trustees,

I want to thank you for the invaluable service provided by the Law Library, Renee and your other staff. In my dealings with them over the past few months, I found them to be professional, knowledgeable, responsive and very helpful.

If the goal is to make the judicial system accessible to the lay person, then, at least from my perspective, your team is succeeding. It is a comfort to know, that we remain afforded the respect and dignity that such vital assistance provides as we seek to ensure our rights via the judicial branch of government.

I communicated with them mostly by email, and deeply appreciated knowing these human beings were available to help point out the resources I needed to navigate the sometimes complicated procedures of the court. It is nice to see such a critical component of our democracy functioning so well. Thank you.

Sincerely,



Charles Bowen

## March Regular Meeting 3/19/24 Agendas Item 4.1 & 4.2

### Agenda Items 4.1 & 4.2

#### February Disbursements

<b>Vendor</b>	<b>Invoice</b>	<b>Date</b>	<b>Description</b>	<b>Amount</b>
CALPERS	17437441	02/01/2024	UAL MONTHLY	2343.58
CCCLL	2024-44	12/21/2023	ANNUAL MEMBERSHIP DUES	420.00
CEB	111316314	1/19/2024	CA TORT DAMAGES	321.41
CEB	11133893	12/13/2023	PREPARING FOR TRIAL	238.38
CEB	11134545	12/15/2023	FAMILY LAW FINANCIAL DISCOVERY	239.52
CEB	11134679	12/18/2023	COMPLETE PLANS FOR SMALL/MID SIZE ESTATE	331.57
CEB	11134794	12/19/2023	CA UCC SALES	425.47
CEB	11135183	12/20/2023	FORMING CA COMMON INTEREST DEVELOPMENT	478.56
CEB	11135909	01/16/2024	REAL PROPERTY OWNERSHIP & TAXATION	323.37
CEB	11136519	01/22/2024	ORGANIZING CORPS	391.71
CEB	11139138	01/30/2024	GUARDIANSHIP PRAC	321.41
CEB	11139590	01/31/2024	WAGE & HOUR LAW	317.53
CRUZIO	B33987-107	02/07/2024	INTERNET	84.90
JAMES PUBLISHING	209223	09/05/2023	CA DRUNK DRIVING	216.81
LEXISNEXIS	3094908355	12/31/2023	LEXIS ADVANCE	1167.75
LEXISNEXIS	3681331H	02/01/2024	MONTHLY PRINT PLAN	2656.37
LEXISNEXIS	40366901	01/19/2024	CA OFF APP RPTS V. 76	34.25
SHARP	9004688836	01/28/2024	COPIER MAINT. AGREEMENT	270.07
SUP. COURT	156	02/01/2024	JAN REIMBURSEMENT	5000.00
WEST	849657989	02/01/2024	WESTLAW	1888.68
WEST	849733141	02/01/2024	PRINT SUBSCRIPTIONS	978.44
			<b>TOTAL:</b>	18449.78

#### March Disbursements

<b>Vendor</b>	<b>Invoice</b>	<b>Date</b>	<b>Description</b>	<b>Amount</b>
AT&T	21354160	03/01/2024	MONTHLY CHARGES	29.35
CALPERS	17468125	03/01/2024	UAL MONTHLY	2343.58
CEB	11140044	2/08/2024	JEFFERSONS EVID BENCHBOOK	437.70
CEB	11140561	02/12/2024	GOVT TORT LIABILITY	385.53
CEB	11140968	02/13/2024	TORT GUIDE	305.78
CEB	111411633	02/15/2024	MORTGAGES, DEEDS OF TRUST	434.70
CEB	11142039	02/22/2024	REAL PROP SALES TRANS	476.87

## March Regular Meeting 3/19/24 Agendas Item 4.1 & 4.2

CEB	11142302	02/23/2024	ADVISING COMMON INT COMMUNITIES	442.51
CEB	11142479	02/26/2024	ADVISING CA PARTNERSHIPS	415.14
CEB	11142676	02/27/2024	DEBT COLLECTION PRAC	411.26
CEB	11143827	03/07/2024	TRUST & PROB LIT	476.87
CRUZIO	B33987-109	03/07/2024	INTERNET	84.90
LEXISNEXIS	3094981603	02/29/2024	LEXIS ADVANCE	1167.75
LEXISNEXIS	3681331I	03/01/2024	MONTHLY PRINT PLAN	2656.37
LEXISNEXIS	40535886	02/07/2024	CA OFF APP RPTS V. 77	34.25
SHARP	9004732552	03/29/2024	COPIER MAINT. AGREEMENT	270.08
STAPLES	3559270810	02/09/2024	OFFICE SUPPLIES	279.59
STAPLES	3553619230	11/30/23	OFFICE SUPPLIES	235.04
SUP. COURT	157	03/01/2024	REIMBURSEMENT	5000.00
WEST	849808081	03/01/2024	WESTLAW	1888.68
WEST	849883288	03/01/2024	PRINT SUBSCRIPTIONS	978.44
			<b>TOTAL:</b>	18754.39

**AGENDA ITEM 4.3**

**MINUTES – SANTA CRUZ COUNTY LAW LIBRARY BOARD OF TRUSTEES  
MINUTES REGULAR MEETING, JANUARY 16, 2023**

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**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, Cheryl Ferguson, John Gallagher, Julia Hill, Eric Nelson, and Timothy Volkmann. Absent: Nancy Miller. Also, in attendance: Renee Fleming.

**1.2** Approve Agenda: **ACTION TAKEN: Motion to approve agenda M/S/C DuBois/Nelson 6/0**

**2.0 Public Comment – NONE**

**3.0 Oral Communication**

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

- In 2022 we had 491 in-person visits. We assisted 126 phone callers and had 58 email exchanges of information. In 2023 we had 469 in-person visits, 116 phone calls, and 56 email exchanges of information.

**3.2** Librarian’s Report – Form 700 reminder. Deadline is April 1, 2024.

**3.2..1** Scrabble Kickoff Party. Date set for Thursday, May 9<sup>th</sup> with Scrabble Tournament to follow on Saturday May 11<sup>th</sup>. Trustee DuBois will take the lead on planning and coordination.

**4.0 Consent Agenda - ACTION TAKEN: Motion to approve consent agenda M/S/C Nelson/Hill 6/0**

**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 20, 2024

Adjourned 5:14 p.m.