

# AGENDA

## Santa Cruz County Law Library Board of Trustees

May Regular Meeting

May 21, 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 April Service Statistics

3.2 Librarian's Report

3.2.1 Scrabble & Scrabble KickOff Fundraiser Report

### 4.0 Consent Agenda

4.1 Approval of Disbursements for May

4.2 Approval of Minutes for April

### 5.0 Regular Agenda

5.1 None

### 6.0 Future Meetings

6.1 July 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.

# May Regular Meeting 5/21/24 Agenda Item 3.1

## Agenda Item 3.1

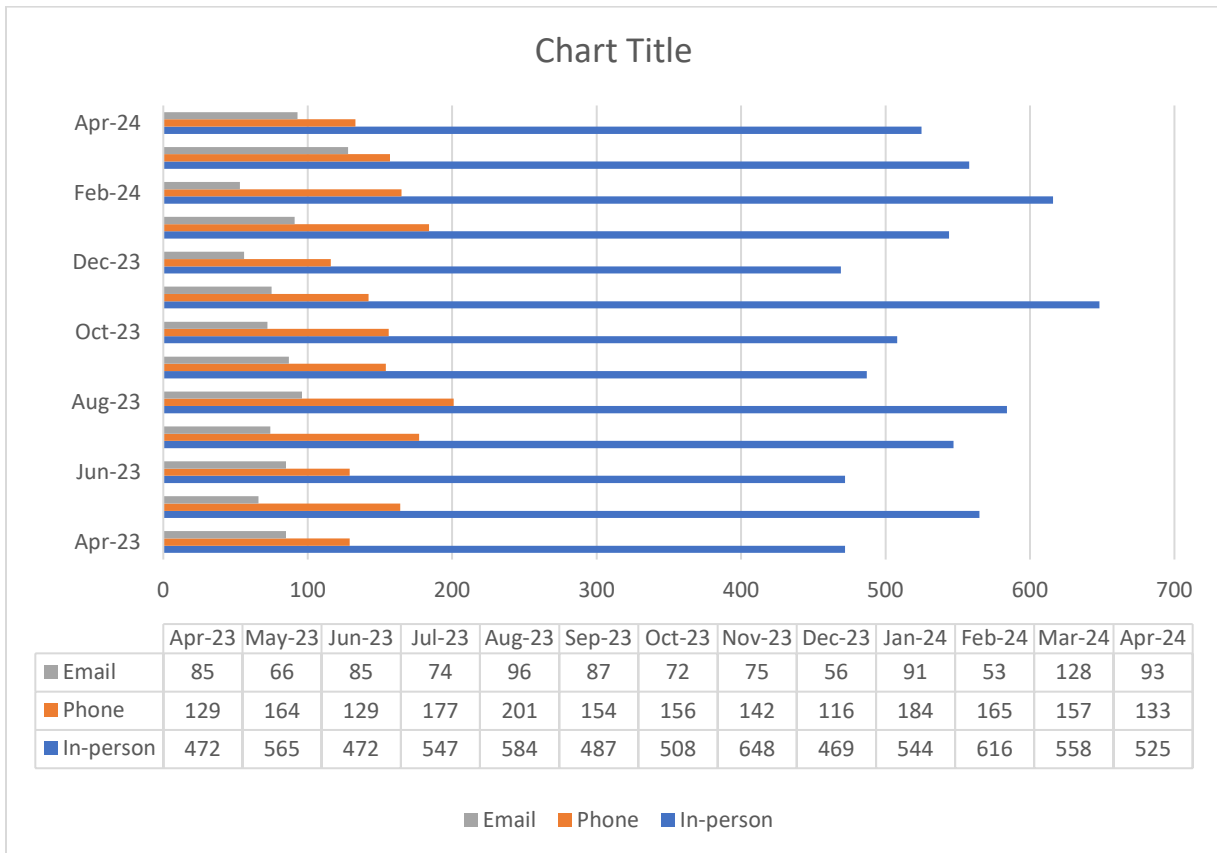
### Service Statistics

April 2023  
(21 open days)

April 2024  
(21 open days)

In-person: 472  
Phone calls: 129  
Emails: 85

In-person: 525  
Phone calls: 133  
Emails: 93



**May Regular Meeting 5/21/24 Agendas Item 4.1**

**Agenda Items 4.1**

**April Disbursements**

<b>Vendor</b>	<b>Invoice</b>	<b>Date</b>	<b>Description</b>	<b>Amount</b>
CALPERS	17528468	05/01/2024	UAL MONTHLY	2343.58
CEB	11149451	04/10/2024	CA CIVIL DISC	434.70
CEB	11149934	04/12/2024	CA WORKERS' COMP	458.13
CEB	11150428	04/16/2024	CIV PROC DUR TRIAL	555.75
CEB	11150694	04/19/2024	CHILD CUSTODY LIT	270.49
CEB	11150884	04/26/2024	CA LAW OF CONTRACTS	356.58
CEB	11150197	04/15/2024	CA LANDLORD/TENANT	946.79
CEB	11152468	05/07/2024	DECEDENT ESTATE PRAC	512.26
CRUZIO	B33987-113	05/07/2024	INTERNET	84.90
INGRAM	202405514P	05/14/2024	MULTI TITLE INVOICE	100.00
INGRAM	81914849	05/14/2024	HOW TO GET GREEN CARD	32.21
LEXISNEXIS	3095109495	04/30/2024	LEXIS ADVANCE	1167.75
LEXISNEXIS	3681331K	05/01/2024	MONTHLY PRINT PLAN	2656.59
LEXISNEXIS	41064062	04/19/2024	CA OFF APP RPTS V. 79	34.25
SHARP	9004818974	04/28/2024	COPIER MAINT. AGREEMENT	270.07
STAPLES	6001389517	04/23/2024	OFFICE SUPPLIES	193.00
WEST	850104724	05/01/2024	WESTLAW	1888.68
WEST	850179270	05/01/2024	PRINT SUBSCRIPTIONS	978.44
			<b>TOTAL:</b>	13284.17

**AGENDA ITEM 4.3**

**MINUTES – SANTA CRUZ COUNTY LAW LIBRARY BOARD OF TRUSTEES  
MINUTES REGULAR MEETING, APRIL 16, 2024**

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**1.0 Meeting and Organization**

**1.1** Establish Quorum Meeting called to order at 5:05 p.m. Present at the call to order: John Gallagher, Julia Hill, Nancy Miller, Eric Nelson, and Leila Sayar. Also, in attendance: Renee Fleming. Absent at call to order: Emily DuBois and Cheryl Ferguson.

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

**2.0 Public Comment – NONE**

**3.0 Oral Communication**

**3.1** Statistics on services were provided for the months of March 2023 & 2024.

- In March 2023 we had 517 in-person visits. We assisted 131 phone callers and had 74 email exchanges of information. In 2024 we had 558 in-person visits, 157 phone calls, and 128 email exchanges of information.

**3.2** Librarian’s Report – *Trustee Cheryl Ferguson arrived.*

**3.2..1** Scrabble Kickoff Party. Update on preparations and signups for contributions. The librarian will send out details on needs for setup/cleanup for the Thursday, May 9<sup>th</sup> event.

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

**4.1** Approval of Disbursements for April

**4.2** Approval of Minutes of March Meeting

**5.0 Regular Agenda**

**5.1** Approval of Proposed Preliminary Budget FY 2024-2025 after discussion

**ACTION TAKEN: Motion to approve preliminary budget M/S/C Miller/Hill 6/0**

**6.0 Future Meetings:**

**6.1** May 21, 2024

**6.2** June 18, 2024 – June meeting is cancelled. Regular meetings resume in July.

Adjourned 5:32 p.m.