

# MINUTES – SANTA CRUZ COUNTY LAW LIBRARY BOARD OF TRUSTEES

## MINUTES REGULAR MEETING, NOVEMBER 20, 2023

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### 1.0 Meeting and Organization

- 1.1** Establish Quorum Meeting called to order at 5:03 p.m. Present at the call to order: John Gallagher, Julia Hill, Emily DuBois, Cheryl Ferguson, Nancy Miller, Eric Nelson, and Timothy Volkmann. Also, in attendance: Renee Fleming.
- 1.2** Approve Agenda: **ACTION TAKEN: Motion to approve agenda M/S/C DuBois/Hill 7/0**

### 2.0 Public Comment – NONE

### 3.0 Oral Communication

- 3.1** Statistics on services were provided for the months of October 2022 & 2023.
- In October 2022 we had 554 in-person visits. We assisted 214 phone callers and had 71 email exchanges of information. In 2023 we had 508 in-person visits, 156 phone calls, and 72 email exchanges of information.
- 3.2** Librarian's Report
- 3.2..1** Fundraising – after discussion of Trustee Emily DuBois report it was decided that we would try to hold the Scrabble Kickoff event on May 9<sup>th</sup> in the atrium area between the two buildings. Trustee DuBois will take the lead on planning and coordination.

### 4.0 Consent Agenda - **ACTION TAKEN: Motion to approve consent agenda M/S/C Hill/Nelson 7/0**

- 4.1** Approval of Disbursements for November
- 4.2** Approval of Meeting Minutes of October Meeting

### 5.0 Regular Agenda

- 5.1** Approval of Reduced Library Schedule Week of December 25<sup>th</sup>. **ACTION TAKEN: Motion to approve proposed reduction in hours M/S/C Volkmann/Ferguson 7/0**

### 6.0 Future Meetings:

- 6.1** December 19, 2023

Adjourned 5:14 p.m.

Respectfully Submitted,

Renee Fleming, Recording Secretary  
Board of Law Library Trustees