

MINUTES – SANTA CRUZ COUNTY LAW LIBRARY BOARD OF TRUSTEES

MINUTES REGULAR MEETING, JANUARY 21, 2025

1.0 Meeting and Organization

1.1 Establish Quorum *Meeting called to order at 5:06 p.m. Present at the call to order: Emily DuBois, Cheryl Ferguson, Nancy Miller, Eric Nelson and Leila Sayar. Absent: John Gallagher, and Julia Hill Also, in attendance: Renee Fleming.*

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

2.0 Public Comment – NONE

3.0 Oral Communication

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

- In December 2023 we had 469 in-person visits. We assisted 116 phone callers and had 56 email exchanges of information. In 2024 we had 458 in-person visits, 174 phone calls, and 98 email exchanges of information.

3.2 Librarian's Report

3.2..1 Merchant Services Update – Our credit card capabilities are live. A QR code has been generated and added to all of the invoices that go out. A payment page is on our website too.

3.2..2 Scrabble 2025 – Our date has been set for Saturday, April 26th.

3.2..3 Change in Business & Professions Code regarding Law Library Board of Trustees Meetings – Business & Professions Code 6304 was changed to require Boards meet quarterly instead of monthly. This item is to be put on the regular agenda at an upcoming meeting.

4.0 Consent Agenda –

4.1 Approval of Disbursements for January - **ACTION TAKEN: Motion to approve consent agenda M/S/C DuBois/Sayar 5/0**

4.2 Approval of Minutes of December Meeting **ACTION TAKEN: Motion to approve consent agenda M/S/C Sayar/DuBois 5/0**

5.0 Regular Agenda

5.1 Friends of the Library formation discussion – item will be continued on next month's agenda **NO ACTION TAKEN**

6.0 Future Meetings:

6.1 February 18, 2025

Adjourned 5:30 p.m.

Respectfully Submitted,

Renee Fleming, Recording Secretary
Board of Law Library Trustees