

MINUTES – SANTA CRUZ COUNTY LAW LIBRARY BOARD OF TRUSTEES

MINUTES REGULAR MEETING, OCTOBER 15, 2024

1.0 Meeting and Organization

- 1.1** Establish Quorum *Meeting called to order at 5:04 p.m. Present at the call to order: Emily DuBois, Cheryl Ferguson, John Gallagher, Julia Hill, Nancy Miller, Eric Nelson and Leila Sayar. Also, in attendance: Renee Fleming.*
- 1.2** Approve Agenda: **ACTION TAKEN: Motion to remove the amended at the top of the agenda. M/S/C Gallagher/Hill 7/0 ACTION TAKEN: Motion to approve the agenda. M/S/C Nelson/Miller 7/0**

2.0 Public Comment – NONE

3.0 Oral Communication

- 3.1** Statistics on services were provided for the months of August 2023 & August 2024.
- In September 2023 we had 487 in-person visits. We assisted 154 phone callers and had 87 email exchanges of information. In 2024 we had 653 in-person visits, 151 phone calls, and 60 email exchanges of information.
- 3.2** Librarian's Report
- 3.2..1** Merchant Services have been initiated. We should hear something in two to three weeks. When we do, we will be 80% ready to launch.
- 3.2..2** Fundraising – Trustee Eric Nelson arranged for the law library to table at the Santa Cruz Bar Association's awards event. He staffed the table getting pledges that totaled \$1601.
- 3.2..3** Digital Library Implementation – full implementation will take place after the new year. This was a cost neutral addition.

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 Minutes of October Meeting

5.0 Regular Agenda

- 5.1** Approval of Annual Report Fiscal Year 2023-2024 – after discussion **ACTION TAKEN: Motion to approve Annual Report M/S/C Sayar/Ferguson 7/0**

6.0 Future Meetings:

- 6.1** November 19, 2024
- 6.2** December 10, 20204

Adjourned 5:35 p.m.

Respectfully Submitted,

Renee Fleming, Recording Secretary
Board of Law Library Trustees