# Santa Cruz County Law Library
# Board of Trustees

**October Regular Meeting**
**October 20, 2026**
**Santa Cruz County Law Library, Room 070**
**5:00 pm**

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**1.0 Meeting and Organization**
- **1.1** Establish Quorum

**2.0 Public Comment**

**3.0 Oral Communication**
- **3.1** Service Statistics for August & September
- **3.2** Librarian's Report

**4.0 Consent Agenda**
- **4.1** Approval of Report of Disbursements September & October
- **4.2** Approval of August Minutes

**5.0 Regular Agenda**
- **5.1** 130th Anniversary party wrap up and next steps for Friends group
- **5.2** Meeting schedule for 2027

**6.0 Future Meetings**
- **6.1** December 15, 2026

**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.

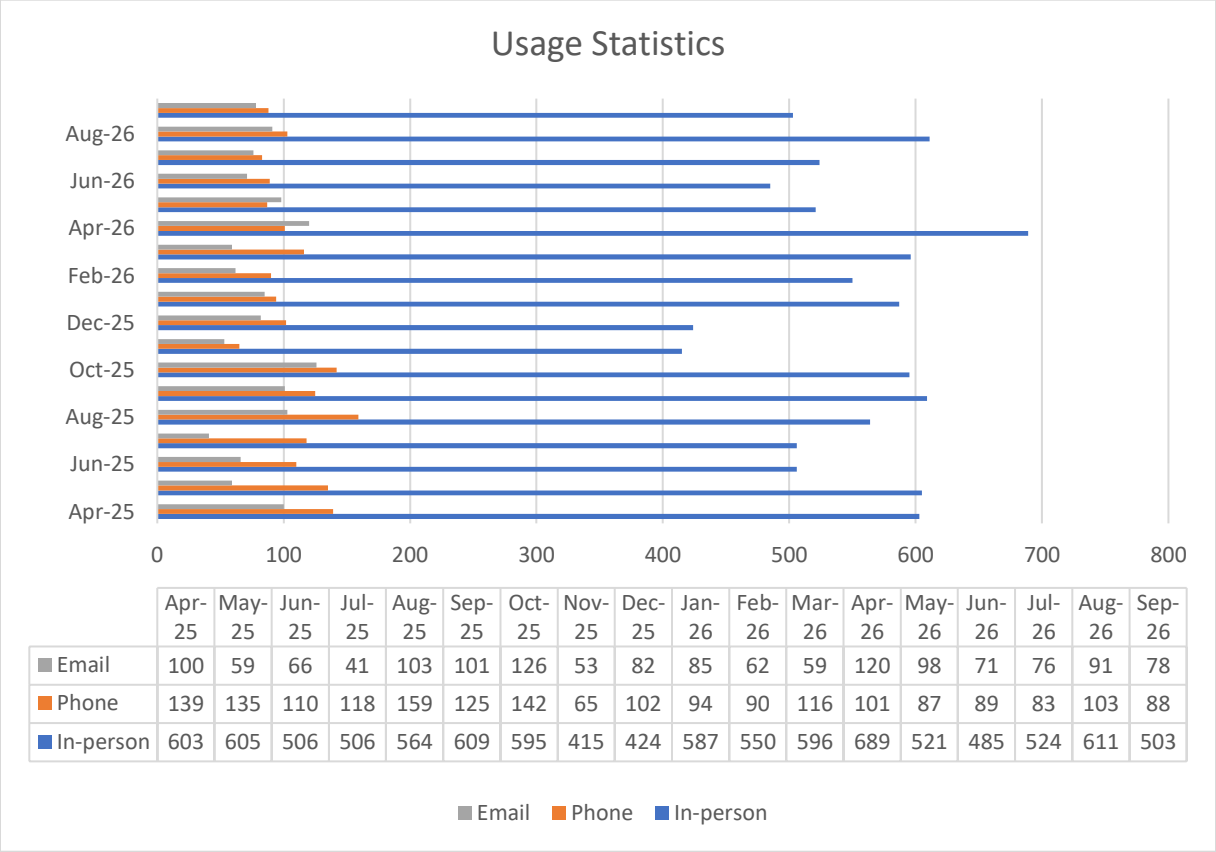
The meeting facilities are accessible to persons with disabilities. Requests for interpretive services, assistive listening devices or other considerations may be made through the Santa Cruz County Law Library either in person at the address above or by phone at (831) 420-2205.
Materials related to any item on this agenda will be available prior to the meeting at the Law Library during normal business hours.

**Agenda Item 3.1**

## Service Statistics

| **August 2026** (21 open days) | **August 2025** (21 open days) |
|---|---|
| In-person: 611 | In-person: 564 |
| Phone calls: 103 | Phone calls: 159 |
| Emails: 91 | Emails: 103 |

| **September 2026** (20 open days) | **September 2025** (20 open days) |
|---|---|
| In-person: 503 | In-person: 608 |
| Phone calls: 88 | Phone calls: 125 |
| Emails: 78 | Emails: 110 |




| | Apr-25 | May-25 | Jun-25 | Jul-25 | Aug-25 | Sep-25 | Oct-25 | Nov-25 | Dec-25 | Jan-26 | Feb-26 | Mar-26 | Apr-26 | May-26 | Jun-26 | Jul-26 | Aug-26 | Sep-26 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Email | 100 | 59 | 66 | 41 | 103 | 101 | 126 | 53 | 82 | 85 | 62 | 59 | 120 | 98 | 71 | 76 | 91 | 78 |
| Phone | 139 | 135 | 110 | 118 | 159 | 125 | 142 | 65 | 102 | 94 | 90 | 116 | 101 | 87 | 89 | 83 | 103 | 88 |
| In-person | 603 | 605 | 506 | 506 | 564 | 609 | 595 | 415 | 424 | 587 | 550 | 596 | 689 | 521 | 485 | 524 | 611 | 503 |

## Agenda Item 4.1

| Vendor | Invoice Number | Invoice Date | Description | Amount |
|---|---|---|---|---|
| Alliant Insurance Services, Inc. | 5343 | 09/10/2026 | Special Liability Insurance Program Renewal FY 2026-27 | $3,529.90 |
| California Public Employees' Retirement System (CalPERS) | 100000018413320 | 09/01/2026 | Unfunded Accrued Liability Contribution | $5,180.42 |
| Continuing Education of the Bar (CEB) | IN00626214 | 07/23/2026 | California Business Litigation Update Looseleaf Kit | $584.75 |
| Continuing Education of the Bar (CEB) | IN00638827 | 07/27/2026 | Advising California Nonprofit Corporations Update Looseleaf Kit | $534.26 |
| Continuing Education of the Bar (CEB) | IN00640583 | 07/29/2026 | The California Municipal Law Handbook, Bound Book | $736.20 |
| Continuing Education of the Bar (CEB) | IN00644062 | 08/04/2026 | California Real Property Remedies and Damages Update Looseleaf Kit | $591.33 |
| Cruzio Internet | B33987-165 | 09/07/2026 | Monthly Internet Service and Static IP Charges | $84.90 |
| Cruzio Internet | B33987-167 | 10/07/2026 | Monthly Internet Service and Static IP Charges | $84.90 |
| Daily Journal | TBD-DJ-001 | 10/07/2026 | Daily Journal Subscription | 380.80 |
| Ingram Library Services | 97238846 | 06/11/2026 | Chapter 13 Bankruptcy, 18th Edition | $35.33 |
| Ingram Library Services | 97238847 | 06/11/2026 | Chapter 13 Bankruptcy, 18th Edition | $35.33 |
| James Publishing | 235068 | 04/29/2026 | California Drunk Driving Law Print Subscription | $222.74 |

| Vendor | Invoice Number | Invoice Date | Description | Amount |
|---|---|---|---|---|
| Matthew Bender / LexisNexis | 4946679A | 07/01/2026 | Digital Library and Legal Book Subscriptions (Installment 2) | $2,723.54 |
| Matthew Bender / LexisNexis | 4946679B | 08/01/2026 | Digital Library and Legal Book Subscriptions (Installment 3) | $2,723.54 |
| Staples | 6071847435 | 08/19/2026 | Copy Paper Purchase | $195.05 |
| Staples | 6072088783 | 08/22/2026 | X-Stamper Custom Pre-Inked Stamp | $42.13 |
| Superior Court of California, County of Santa Cruz | 181 | 09/01/2026 | Library Services Monthly Payment, September 2026 | $5,000.00 |
| Superior Court of California, County of Santa Cruz | 182 | 10/01/2026 | Library Services Monthly Payment, October 2026 | $5,000.00 |
| Superior Court of California, County of Santa Cruz | 1016 | 09/01/2026 | Copier Lease Allocation for Two MFPs | $433.11 |
| Thomson Reuters West | 853912523 | 08/01/2026 | Westlaw ProFlex Database Subscription (July 2026) | $2,003.70 |
| Thomson Reuters West | 853984173 | 08/01/2026 | West's Complete Library Print and ProView Subscription | $1,199.94 |
| Thomson Reuters West | 854037077 | 09/01/2026 | Westlaw ProFlex Database Subscription (August 2026) | $2,003.70 |
| Thomson Reuters West | 854107734 | 09/01/2026 | West's Complete Library Print and ProView Subscription | $1,199.86 |
| Thomson Reuters West | 854164025 | 10/01/2026 | Online/Software Subscription Charges | $2,003.70 |
| | | | Total: | $35,992.80 |

**AGENDA ITEM 4.2**

**MINUTES – SANTA CRUZ COUNTY LAW LIBRARY BOARD OF TRUSTEES**
**MINUTES REGULAR AUGUST 18, 2026**

**1.0 Meeting and Organization**

**1.1** Establish Quorum *Meeting called to order at 5:00 p.m. Present at the call to order: Jack Dilles, Cheryl Ferguson, Julia Hill, Nancy Miller, Judge Timothy Schmal, and Rae Spencer-Hill. Absent: Eric Nelson. Also, in attendance: Renee Fleming.*

**2.0 Public Comment – NONE**

**3.0 Oral Communication**

**3.1** Statistics for April, May, June and July. Statistics were provided in contrast with last year's. In April 2025 we had 603 in-person visits. We assisted 139 phone callers and had 100 email exchanges of information. In April 2026 we had 689 in-person visits, 101 phone calls, and 120 email exchanges of information. In May 2025 we had 605 in-person visits, 129 phone calls, and 59 email exchanges of information. In May 2026 we had 521 in-person visits, 87 phone calls, and 98 email exchanges of information. In June 2025 we had 506 in-person visits, 110 phone calls, and 66 email exchanges of information. In June 2026 we had 485 in-person visits, 89 phone calls, and 71 email exchanges of information. In July 2025 we had 506 in-person visits, 118 phone calls, and 41 email exchanges of information. In July 2026 we had 524 in-person visits, 83 phone calls, and 76 email exchanges of information.

**3.2** Scrabble 2026 April 18, 2026 – We raised $2,525 and had 19 participants.

**3.3** Librarian's Report

3.6.1 130th Anniversary party this year – Open House will be held on October 8th from 4:30 pm to 6:00 pm with a potential follow up date for individuals interested in starting a Friends Group. A subcommittee was formed for an anniversary party consisting of Rae Spencer-Hill and Jack Dilles.

**4.0 Consent Agenda – ACTION TAKEN: Motion to approve consent agenda with correction to title of minutes M/S/C Miller/Dilles 6/0**

**4.1** Approval of Report of Disbursements May - August

**4.2** Approval of April Minutes

**5.0 Regular Agenda**

**5.1 Approval of Fiscal Year 2026-2027 Final Budget – ACTION TAKEN Motion to approve the Final Budget M/S/C Schmal/Spencer-Hill 6/0**

**5.2 130th Anniversary Party –** Confirmation of date and discussion on responsibilities. **NO ACTION TAKEN**

**5.3 Friends of the Library formation discussion –** continued to next meeting. **NO ACTION TAKEN**

**5.4 Additional meetings – An informal planning session will be held on Sept 22 for the anniversary party.**

**Future Meetings: October 20, 2026**
Adjourned 5:54 p.m.