

**SAN MATEO COUNTY LAW LIBRARY**  
**MINUTES OF THE MEETING OF THE BOARD OF LAW LIBRARY TRUSTEES**

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Date: May 26, 2016

Meeting Location: San Mateo County Law Library  
710 Hamilton St., Redwood City, CA 93063

Members in attendance:

President:	STEVEN SHAIMAN
Trustee:	ROBERT FOILES
Trustee:	MARGARET COPENHAGEN
Trustee:	JOSEPH SCOTT
Trustee:	JACQUELYN BROWN
Trustee:	RAYMOND SWOPE
Library Director:	ANDREW GURTHET

There was no need for a closed session; the Board was informed by Director Gurthet of the upcoming retirement of Jan Rhoades in January 2017. With this announcement, the meeting convened in open session at 12:15 pm, joined by Martin Fox, Esq.

The minutes of the March 24, 2016 meeting were unanimously approved upon motion of Trustee Foiles and seconded by Trustee Copenhagen. Next, the Report of Expenses for Period 9, March 2016 and Period 10, April 2016 were reviewed by the Board and unanimously approved by motion of Trustee Shaiman with a second from Trustee Copenhagen.

Director Gurthet next informed the Board of the successful establishment of the San Mateo County Law Library Foundation as a non-profit 501(c)3 organization. He also discussed the latest meeting of the Foundation and the action to develop a website and a giving brochure as well as the formation of a Donor Outreach Subcommittee to explore potential first funding actions.

Next, the Board reviewed two potential Fiscal Year 2016-2017 Law Library budgets. The Board recommended that version 2 of the budget be modified to exclude CEB print subscription renewals and include part-time staff help to replace Jan Rhoades upon her retirement. The Board will review both versions again at the June Board meeting and make a final budget adoption.

Next, the Board reviewed the latest article in the Silicon Valley Business Journal regarding the pending sale of Chase Bank and the potential development of the block. Finally, the Board reviewed the first quarter report of the Silicon Valley Community Foundation's Law Library Fund.

Next, Trustee Brown informed the Board of recent efforts of the San Mateo County Bar Association to support the Law Library. Public comment followed with Marty Fox.

Upon Trustee Swope's motion to adjourn with a second from Trustee Schaiman the meeting adjourned unanimously at 1:00pm.

Respectfully submitted,  
Andrew Gurthet  
Library Director, Secretary-Librarian, Ex-officio