

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

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Date: November 10, 2016

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

Members in attendance:

Trustee:	JOSEPH C. SCOTT
Trustee:	ROBERT D. FOILES
Trustee:	JACQUELYN BROWN
Trustee:	V. RAYMOND SWOPE
Trustee:	MARGARET COPENHAGEN
President:	STEVE SCHAIMAN
Library Director:	ANDREW GURTHET
Secretary-Librarian, Ex-officio:	CAROLINE BRACCO

The meeting convened at 12:05 in Closed Session, and reconvened at 12:15 pm in Regular Session, joined by Martin Fox, Esq. and Caroline Bracco.

No action was taken in Closed Session to report. The Board first reviewed the minutes from the September 22, 2016 meeting. Director Gurthet asked to have minutes submitted into record and so moved by Trustee Schaiman with a seconded by Trustee Swope. Unanimously moved into record. Next, the Board reviewed the Report of Expenses for September, Period 3. September had higher expenses due to computer issues, CalPers, tuition reimbursement and CCCLL meeting. Director Gurthet also reported on computer issues with Superior Court ISD that resulted in Superior Court inability to report to the Judicial Council the filing fee income for the Law Library for Period 3. Period 3 Report of Expenses was approved on condition that Director Gurthet find out more information about upcoming actions of Superior Court ISD inability to report correct Law Library filing fee income, and report such findings at the upcoming December Board of Trustee meeting.

Director Gurthet next provided the Board with informational updates regarding 1) the recent Law Library Foundation October fundraising event, 2) upcoming Bar Section holiday parties to be attended by Director Gurthet, 3) recent CCCLL legislative efforts regarding their attempt to obtain a one-time \$16 million appropriation from the State Budget for County Law Libraries state-wide, and 4) the most recent quarterly report of the Silicon Valley Community Foundation Law Library Fund.

Next, the Board approved keeping the next Board of Trustees meeting for December 15, 2016 as scheduled with Ms. Bracco filing in for Director Gurthet due to his need to attend the Probate and Estate Planning Section holiday party to accept their donation to the Law Library.

Trustee Brown reported that there was no action to report of the San Mateo County Bar in regards to the Law Library.

In public comment, Marty Fox recommended an audit based on recent Superior Court ISD funding reporting discrepancy. He also encouraged the Law Library applying for Measure A funding.

Trustee Swope made motion made to adjourn with a second from Trustee Copenhagen. The meeting was unanimously adjourned at 1pm.

Respectfully submitted, Caroline Bracco  
Secretary-Librarian, Ex-officio