

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

Date: January 22, 2015

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

Members in attendance:

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| Trustee: | STEVE SHAIMAN |
| Trustee: | JOSEPH SCOTT |
| Trustee: | V. RAYMOND SWOPE |
| Trustee: | MARGARET COPENHAGEN |
| Trustee: | CAROLE GROOM |
| Secretary-Librarian, Ex-officio: | CAROLINE BRACCO |

REGULAR SESSION

The meeting convened at 12:15 pm in Regular Session, joined by Martin Fox, Esq.

- a. Approval of Minutes for November 10th meeting: Motion to approve by Swope, second by Scott. Unanimous approval.
- b. Acceptance of Report of Expenses: Ms. Bracco informed the Board that the County filing fee income technology issue had been resolved, and that the December filing fee income for the Law Library will be correct and that the October and November filing fee income will be corrected and reflected in the December filing fee income. Trustee Groom indicated that she will follow up with county IT personnel regarding this issue. Motion to approve by Schaiman contingent that December filing fee income will indeed be correct, second by Scott. Unanimous approval.
- c. Discussion and information updates: The Library Foundation has postponed their December meeting to January. Trustee Scott recommended reaching out to include the Women Lawyer's section in future Foundation meeting. There was further subsequent discussion regarding the monthly filing fee income technology discrepancy/mistake made by county. Finally, Jan's retirement party was announced.
- d. Policy Decisions: The Board proposed and voted unanimously to recommend Director Gurthet to open an account at San Mateo Credit Union in the amount of \$3,000 in order to have cash on hand for incidentals when money from the county cannot be obtained in a timely manner.
- e. No report from the Bar Association.
- f. Public comment: Martin Fox called for an audit of the county, and recommended pursuit of Measure A (now K) funds for library support in light of recent article addressing questionable handling of Measure A funds. Trustee Groom said that Measure K funding was being pursued by her, as the budget draft from the Board of Supervisors did not include allowance for Law Library.

Trustee Shaiman made motion made to adjourn, Trustee Swope seconded and meeting adjourned at 1pm.

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