

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

Date: August 24, 2017

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

Members in attendance:

Trustee:	STEVE SHAIMAN
Trustee:	JOSEPH SCOTT
Trustee:	V. RAYMOND SWOPE
Trustee:	MARGARET COPENHAGEN
Trustee:	CAROLE GROOM
Trustee:	JACQUELYN BROWN
Secretary-Librarian, Ex-officio:	ANDREW GURTHET

REGULAR SESSION

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

After review, the Minutes of the June 22, 2017 meeting were unanimously approved upon motion by Trustee Scott with a second by Trustee Gromm. Similarly, after review, the Report of Expenses for Period 12, FY2016-2017 (June, 2017) and Period 1, FY2017-2018 (July, 2017) were unanimously approved upon motion by Trustee Swope with a second by Trustee Copenhagen.

Next, Mr. Gurthet gave a brief review of the financials and filings for FY2016-2017, noting that the Law Library received it's lowest income dollar-for-dollar since FY 1998-1999, and when factored for inflation the lowest since FY1967-1968. He further noted that despite the low income the Law Library came in financially under budget.

Mr. Gurthet updated the Board on the most recent activities of the Law Library Foundation, most notably, the approach of a potential large donor and an early 2018 fundraiser, potentially to be held in the San Mateo County Historical Museum. Next, the Board reviewed the latest quarterly report of the Law Library's Silicon Valley Community Foundation Fund. Trustee Schaiman noted that the fund was doing well.

Mr. Gurthet next informed the Board of the Law Library's transition to a new integrated library system called Koha by ByWater Solutions, Inc. He noted that the county law libraries of Contra Costa, Alameda, San Diego, and Sacramento had already either converted over to Koha or were in the process. He further noted that this system provided the infrastructure for further collaboration among county libraries. Trustee Schaiman made motion to use the Law Library's Silicon Valley Community Foundation funds to pay for the transition to Koha. This motion was seconded by Trustee Copenhagen and unanimously agreed by the Board.

Trustee Groom next reported that potential funding of the Law Library by the County was still in the works. Finally, Trustee Copenhagen was thanked by the Board via a resolution for her service to the Law Library during her tenure starting in 2013, and the Board wished her the best in her future endeavors in the Boston area. Trustee Copenhagen then officially resigned from the Board.

Trustee Jacquelyn Brown in her capacity as liaison to the San Mateo County Bar Association reported that there has been no further activity regarding the Law Library by SMCBA.

Next, Mr. Fox provided public comment, and the meeting was adjourned at 1:10pm upon motion of Trustee Groom, seconded by Trustee Swope, with unanimous consent.

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