

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

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Date: December 7, 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:	ROBERT FOILES
Trustee:	V. RAYMOND SWOPE
Trustee:	JACQUELYN BROWN
Trustee:	CAROLE GROOM

Secretary-Librarian, Ex-officio: ANDREW GURTHET

Closed session.

**REGULAR SESSION**

The meeting convened at 12:30 pm in Regular Session, joined by Martin Fox, Esq and Caroline Bracco.

- a. Approval of minutes for September 28<sup>th</sup> meeting. Motion to approve by Shaiman, second by Swope. Unanimous approval.
- b. Acceptance of report of expenses for period 3 (Sept.) and period 4 (Oct.) of FY 2017-2018. Currently under projected budget. Motion to approve by Shaiman, second by Foiles. Unanimous approval.
- c. Discussion and information updates: the Library Foundation will have post-holiday fundraiser January 24<sup>th</sup>. Grant writer Elijah Merman hired, looking to apply for IMLS grant. KOHA migration in progress. Discussion of vacated Trustee position, as decision is needed. Resolved to contact all finalists and see who is interested in the position: Amanda Riddle, Nancy Nishimura, Paul Wilkins and others not affiliated with Foundation. There will be a short list for next meeting
- d. Policy Decisions. No policy decisions
- e. No report from the Bar Association.
- f. Public comment. Martin Fox called for Behavioral Health Services reform.

Swope made motion to adjourn. Seconded by Scott. Unanimous vote. Meeting adjourned.

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