

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

Date: January 25, 2018

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

Members in attendance:

Trustee:	V. RAYMOND SWOPE
Trustee:	CAROL GROOM
Trustee:	JOSEPH SCOTT
Trustee:	ROBERT FOILES

Secretary-Librarian, Ex-officio: ANDREW GURTHET

1. CLOSED SESSION

2. REGULAR SESSION

The meeting convened at 12:40 pm in Regular Session, joined by Martin Fox, Esq and Caroline Bracco.

- a. Approval of minutes for December 7, 2017 meeting. Motion to approve by Shaiman, second by Scott. Unanimous approval.
- b. Acceptance of report of expenses for period 5 (Nov.) and period 6 (Dec.) of FY 2017-2018. Currently under projected budget. Income balancing expenditures. Motion to approve by Shaiman, second by Swope. Unanimous approval.
- c. Discussion and information updates & policy decisions: Resolution of vacated Trustee position and motion to approve Paul Wilkins as recommendation to BOS. Andrew will be vacating director position and moving out of state. Caroline Bracco will assume directorship and Antonella Conventini will move to full time. Walt Shefflo proposing a Law Night in the library. All trustees have Form 700 by electronic filing due. Transition to Koha Integrated Library System complete.
- d. No report from the Bar Association.
- e. Public comment. Martin Fox discussed money allocated by state for self-help centers in the court.

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

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