

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

Date: February 21, 2019

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

Members in attendance:

President:	STEVE SCHAIMAN
Trustee:	V. RAYMOND SWOPE
Trustee:	ROBERT D. FOILES
Trustee:	CAROLE GROOM
Trustee:	PAUL WILKINS
Trustee:	JACQUELYN BROWN

Secretary-Librarian, Ex-officio: CAROLINE BRACCO

1. CLOSED SESSION

2. REGULAR SESSION

The meeting convened at 12:25 pm in Regular Session joined by Martin M. Fox, Althea Kippes and Chantel Fitting.

- a. Report on closed session . Board made recommendations regarding staffing for tech services.
- b. Approval of minutes for January 24, 2018 meeting. Schaiman made motion to approve. Wilkins seconded. Vote for unanimous approval. Minutes moved into record.
- c. Acceptance of report of expenses for period 7 (January) of FY 2018-19. Under budget except for Unfunded Accrued Liability. Schaiman made motion to approve. Seconded by Wilkins. Unanimous approval. Report of expenses moved into record.
- d. Discussion and information updates & policy decisions: Form 700 Statement of Economic interests are due on or before April 2 and print forms can be given to Bracco. CCCLL supplemental dues discussed and recommendations for more information made. Vote to approve \$500 for EveryLibrary campaign. Schaiman made motion to approve, Foiles seconded. Unanimous approval. Introduction of Althea Kippes, director of Canada college paralegal program and discussion of partnership.
- e. Bar Association report: Introduction of Chantel Fitting, new bar liaison.
- f. Public comments from Martin Fox including changes to behavioral health and a shelter crisis declared by Human Services Agency.

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

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