

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

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Date: January 23, 2020

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Meeting Location: CONFERENCE ROOM,  
SAN MATEO COUNTY LAW LIBRARY.  
710 Hamilton St, Redwood City, CA

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Members in attendance:

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

Secretary-Librarian, Ex-officio: CAROLINE BRACCO

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1. CLOSED SESSION

2. REGULAR SESSION

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The meeting convened at 12:20 pm in Regular Session joined by Martin M. Fox

- a. No report on closed session.
- b. Approval of minutes for December 3, 2019 meeting. Schaiman made motion to approve. Swope seconded. Vote taken with unanimous approval. Minutes moved into record.
- c. Acceptance of report of expenses for Period 5 & 6 (November and December) FY 2019-20. Swope made motion to approve. Seconded by Brown. Vote taken with unanimous approval. Reports of expenses moved into record.
- d. Discussion and information updates & policy decisions: Approval of Memorandum of Understanding with court for expansion into north county with a Nolo library and a once a month or once every other month clinic for expungement and motion to vacate traffic. partnership with the private defender program to provide regular series of Expungement clinics with attorneys, fingerprinting and state-wide clearance. Proposal for Consumer Law Clinic contract New chairs arrived and cost less than \$5,000. Foundation: reimbursed library for Matthew Bender Titles (approx..\$4,500) Endowment is now funded. Working on getting speaker for next event.
- e. Bar Association report: no report
- f. Public comments from Martin Fox including issues of traffic with new building construction.

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

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