

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

Date: June 25, 2020

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

Members in attendance:

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

Secretary-Librarian, Ex-officio: CAROLINE BRACCO

1. CLOSED SESSION

2. REGULAR SESSION

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

- a. Report on closed session. Discussion of personnel issues.
- b. Approval of minutes for May 28, 2020 meeting. Groom made motion to approve. Wilkins seconded. Vote taken with unanimous approval. Minutes moved into record.
- c. Acceptance of report of expenses for Period 11(May) FY 2019-20. May filings reflect March income, down by \$20,000 due to COVID-19 court closures. Savings on suspended databases offsets difference in filing. Schaiman made motion to approve. Wilkins seconded. Unanimous vote. Report of expenses moved into record.
- d. Discussion and information updates & policy decisions: Covid and July timeline policy proposal to set up computer terminal in front entrance for legal research by appointment. Looking to defer final FY budget until we get a better picture of the filing fees and personnel issues. Swope made motion to postpone final budget approval for FY 20-21 to July 23 Board meeting. Seconded by Schaiman. Unanimous approval. Budget will be approved in July. Discussion of moving funds to prefund CalPERS via [California Employers' Retiree Benefit Trust \(CERBT\)](#) fund program. Have been unable to contact Liliana Rodriguez. Zoom meetings to continue until the end of the year, though trustees are invited into library for meeting if so inclined. Brown recommended updated statement of non-discrimination, equity, and social justice to be featured on website.
- e. Bar Association report: all sections implementing new policies.
- f. Public comments from Martin Fox including issues of legislative advocacy.

3. ADJOURNMENT

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

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