

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

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Date: September 24, 2020

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

Members in attendance:

Trustee:	STEVE SCHAIMAN
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 staffing.
- b. Approval of minutes for July 23, 2020 meeting. Swope made motion to approve. Schaiman seconded. Vote taken with unanimous approval. Minutes moved into record.
- c. Acceptance of report of expenses for Period 1 (July) and Period (2) FY 2020-21. Schaiman made motion to approve. Foiles seconded. Unanimous vote. Report of expenses moved into record.
- d. Discussion and information updates & policy decisions: Motion to authorize funding of Prefund CalPERS trust program with amount to be determined made by Swope. Seconded by Foiles. Unanimous vote. Decision to keep COVID policies in place for October. CCCLL secured funding from State for county law libraries. Annual report approval vote delayed till October. The Law Library will be closed from Oct 31 through Nov 6 to act as an in-person vote center for the 2020 elections with required cleaning afterwards. Chase development discussed. Carole Groom would speak with Mike Callegy for any input. Partnering with Canada Paralegal program and allowing students limited access to library for classes. made motion to approve new budget. Schaiman discussed John Ailello's book on San Mateo County courts.
- e. Bar Association report: Wilkins reports they are working on amendments to bylaws.
- f. Public comments from Martin Fox including issues concerning Laura's Law and outpatient treatment.

3. ADJOURNMENT

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

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