

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

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Date: December 16, 2021

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

Members in attendance:

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

Secretary-Librarian, Ex-officio: CAROLINE BRACCO

1. CLOSED SESSION
2. REGULAR SESSION

The meeting convened at 12:15 pm in Regular Session joined by Martin M. Fox

- a. Report on closed session. No report.
  - b. Approval of minutes for November 18 meeting. Issues with Outlook and emails from law library being received along with meeting materials. Approval postponed to next meeting.
  - c. Acceptance of reports of expenses for Period 4 (October) and Period 5 (November) FY2021-22. Overall, breaking even between filing fees and expenses. Swope made motion to approve. Foiles seconded. Scott and Schaiman voted yes. Jacquelyn Brown abstained. Report Periods 4 and 5 moved into record.
  - d. Discussion and information updates & policy decisions:
    - Schwab account update and recommendations regarding financial advisement. Fiduciary obligation to not be too aggressive.
    - New website almost ready
    - Next years meeting scheduled.
  - e. Bar Association report: No report
  - f. Public comments from Martin Fox including fiscal responsibility and CalPERS
3. ADJOURNMENT  
Swope made motion to adjourn. Seconded by Schaiman. Unanimous vote. Meeting adjourned.

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