

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

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Date: February 24, 2022

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:	CAROLE GROOM
Trustee:	JACQUELYN BROWN
Trustee:	PAUL WILKINS

Secretary-Librarian, Ex-officio: CAROLINE BRACCO

1. CLOSED SESSION
2. REGULAR SESSION

The meeting convened at 12:15 pm in Regular Session joined by Martin Fox in person and Constantine Tsagaris via Zoom

- a. Report on closed session. Discussion of hybrid meeting procedures.
- b. Approval of minutes for January 21 meeting. Motion to approve by Foiles, second Scott. Groom and Swope voted aye. Remote visual/aural vote aye by Schaiman, Brown, Wilkins. Unanimous approval.
- c. Acceptance of reports of expenses for Period 7 (January) Motion to approve financials by Schaiman, seconded by Scott. Foiles, Swope and Groom voted aye. Remote visual/aural vote aye by Brown, Wilkins. Unanimous approval.
- d. Discussion and information updates & policy decisions:
  - Discussion of Brown Act and AB 361 regarding remote and hybrid meetings. Vote at each meeting to have the next meeting be hybrid due to health concerns. Mask policy will remain in effect; Schwab investment account vote. Motion made by Schaiman to approve blend balance option for funds. Seconded by Wilkins. Foiles, Scott, Swope, Groom voted aye. Remote visual/aural vote aye Brown, Wilkins.; Form 700 due April 1.; boosted signal in conference room to avoid technical difficulties; restarting in person Consumer Law and Debt clinics in March.
- e. Bar Association report: Constantine Tsagaris from Anderlini McSweeney reported on the community affairs committee
- f. Public comments: Marty Fox made public comment encouraging an inventory of all law

library assets including staffing in preparation for any auditing.

3. ADJOURNMENT

Swope made motion adjourn. Seconded by Foiles. Scott, Foiles, Groom voted aye. Brown, Wilkins Schaiman. Meeting adjourned.

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