

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

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Date: April 28, 2022

Meeting Location: SAN MATEO COUNTY LAW LIBRARY & ZOOM Meeting Room,  
710 Hamilton St, Redwood City, CA  
Meeting ID 2330943330

Members in attendance:

Trustee:	STEVE SCHAIMAN
Trustee:	ROBERT D. FOILES
Trustee:	JOSEPH C. SCOTT
Trustee:	CAROLE GROOM
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 and Constantine Tsagaris via Zoom

- a. Report on closed session. No report.
- b. Approval of minutes for February 24 meeting. Motion to approve by Scott second by Foiles. Groom and voted aye. Remote visual/aural vote aye by Schaiman, Wilkins. Unanimous approval.
- c. Acceptance of reports of expenses for Period 8 & 9 (February, March) March income was very low at \$32,000. We are roughly \$20,000 below our budget's projected income to date. Motion to approve financials by Schaiman, seconded by Scott. Foiles, Wilkins and Groom voted aye. Unanimous approval.
- d. Discussion and information updates & policy decisions:
  - Discussion of updating mask policy from "masks required" to masks encouraged" to be in line with court. Signage from court to be used. Live cameras installed at front desk and discussion of recording. Groom recommended activity be limited to public areas to be in line with court. Board recommended cloud storage subscription plan be adopted for capacity to record. Change of title on Schwab investment plan. Consumer Law Clinic very popular and filling up quickly. Requests for help with guardianship continue.
- e. Bar Association report: Constantine Tsagaris from Anderlini McSweeney reported on the community affairs committee and recommendation to reach out to his firm about help with guardianship. Mr. Tsagaris will solicit volunteers for this specialized area.
- f. Public comments: Marty Fox made public comment regarding high profile mental health and guardianship, conservatorship cases.

3. ADJOURNMENT

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

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