

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

---

Date: January 25, 2024

Meeting Location: CRIMINAL JUSTICE TRAINING ROOM  
400 County Center, Redwood City, CA  
And by Zoom Meeting ID 233 094 3330

Members in attendance:

Trustee:	STEVE SCHAIMAN (remote)
Trustee:	WARREN SLOCUM
Trustee:	V. RAYMOND SWOPE
Trustee:	PAUL WILKINS
Trustee:	JACQUELYN BROWN (remote)
Trustee:	LISA A. NOVAK

Secretary-Librarian, Ex-officio: CAROLINE BRACCO

1. CLOSED SESSION
2. REGULAR SESSION

The meeting convened at 12:30 pm in Regular Session joined by Martin Fox

- a. Report on closed session. No report.
- b. Approval of November 16 meeting. Novak made motion to approve, Wilkins seconded. Approval by Swope, remote approval by Schaiman and Brown. Abstention by Slocum. November Minutes moved into record.
- c. Acceptance of reports of expenses for Period 12 (June) and Period 1 (July) Period 2 (August) Period 3 (September) FY2023-24. Question by Novak and Swope regarding large influx of money in Period 3. Motion to approve Period 12, 1, 2. Tabled Period 3 for Bracco's next financial report.
- d. Discussion and information updates & policy decisions:
  - Update to proposal to move law library into courthouse..Swope, Foiles offered input from a tour of the facilities.
  - New year meeting dates confirmed, with bi-monthly continuing on 4<sup>th</sup> Thursday of the month, except the November meeting which will occur a week before Thanksgiving on November 13. No December Meeting.
  - Recognition of Judge Foiles retirement. Served on the board since 2008. Bracco thanked on behalf of the library, Shaiman thanked on behalf of the board.
- e. Bar Association report:
  - Wilkins no report.
- f. Public comments: Marty Fox made public comment regarding county board of supervisor's changeover as well as other new appointments as an opportunity for new

ideas.

3. ADJOURNMENT

Swope made motion adjourn. Seconded by Schaiman. Unanimous approval. Meeting adjourned.

- Cake was presented and consumed.

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