

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

Date: June 27, 2019

Meeting Location: San Mateo County Law Library
710 Hamilton St., Redwood City, CA 93063

Members in attendance:

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| Trustee: | STEVE SCHAIMAN |
| 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

No report.

2. REGULAR SESSION

The meeting convened at 12:40 pm in Regular Session joined by Martin M. Fox, and Walt Shjeflo

- a. Report on closed session. No report, but Trustee Groom noted that topics in closed session need to be announced in agenda going forward.
- b. Approval of minutes for May 23, 2019 meeting. Groom made motion to approve. Schaiman seconded. Vote taken with unanimous approval. Minutes moved into record.
- c. Acceptance of report of expenses for period 10 (April) and period 11 (May) of FY 2018-19. Under budget except for part time workers and CalPERS Unfunded Accrued Liability. Swope made motion to approve. Seconded by Schaiman. Vote taken with unanimous approval. Reports of expenses moved into record.
- d. Discussion and information updates & policy decisions: Finalizing new public computer configuration. Software purchased. Flood damage to upstairs bathrooms and conference room. Community Law Night prepping for third round and report from Walt Shjeflo.
- e. Bar Association report: Paul Wilkins said new officers are going to a "retreat" to get everyone up to speed.
- f. Public comments from Martin Fox including Veterans affairs and Board of Supervisors development projects and the effects on foot traffic at the law library.

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

Respectfully submitted,
Caroline Bracco

Secretary-Librarian, Ex-officio