

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

Date: August 27, 2026

Meeting Location: SAN MATEO COUNTY LAW LIBRARY
 710 Hamilton St., Redwood City, CA
 And by Zoom Meeting ID 233 094 3330

Members in attendance:

Trustee:	STEVE SCHAIMAN
Trustee:	LISA NOVAK
Trustee:	SHARON CHO
Trustee:	DAVID CANEPA
Trustee:	ELAINE FRASER

Secretary-Librarian, Ex-officio: CAROLINE BRACCO

1. CLOSED SESSION convened at 12:18 pm.

2. REGULAR SESSION

The meeting convened at 12:24 pm in Regular Session joined by James Buatti and no member of the public.

- a. Report on closed Session: list of concerns/requests for use in MOU.
- b. Bracco introduced Jason Currie from Architectural Research Group who the Law Library have contracted with regarding the move and is paid by the Foundation. On July 30, 2026, Bracco and Currie met with the County and SVA architects during a tour, followed by emails and Teams meetings. Next meeting will be on August 31, 2026, from 10 am to 12 pm to talk more about the move and reviewing plans. Canepa asked what the cap for architect Currie is and Schaiman responded, \$10,000. Currie adds that he gets paid hourly and it's up to the Law Library when to cap it. Second question by Canepa, what is the County budget and timing. Bracco replies, bids by October 2026. There is no contract. Currie adds that the County should budget also for construction change orders. Good idea to have MOU.
- c. Approval of minutes of May 28 meeting. Motion to approve by Canepa, seconded by Fraser. Ayes from rest of the BOT. Minutes approved and moved into record.
- d. Report of Expenses for Period 11 (May) 12 (June) FY2025-26. Final year end numbers and updated FY26-27 budget.
Motion to approve reports of expenses made by Novak, seconded by Schaiman. Unanimous approval. Reports moved into record.
- e. Final budget vote FY2026-2027, look at total income vs expense and where Law Library imagined to be next year.
Motion to approve final budget made by Novak, seconded by Schaiman. Unanimous approval. Reports moved into record.

Other matters of interest:

- The CCCLL biannual meeting will be hosted at the Law Library on October 12, 2026. There will be speakers and discussion of issues law libraries in California are facing. Discussion of legislation and advocacy.
- Annual insurance audit happening.
- Fraser brought up the issue of the December 10th meeting, because the Family Law Section of SMCBA is hosting its annual holiday party luncheon that day to honor the judges, staff and Family Court Services.
- Report of SMCBA: Buatti introduced himself.
- Public open comment: none.

3. ADJOURNMENT

Bracco made motion to adjourn. Seconded by Canepa. Ayes from Schaiman, Cho, Novak, Fraser. Meeting adjourned 1:00 pm.

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