

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

Date: September 27, 2018

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

Members in attendance:

Trustee:	STEVE SCHAIMAN
Trustee:	V. RAYMOND SWOPE
Trustee:	JOSEPH C. SCOTT
Trustee:	JACQUELYN BROWN

Secretary-Librarian, Ex-officio: CAROLINE BRACCO

1. NO CLOSED SESSION

2. REGULAR SESSION

The meeting convened at 12:25 pm in Regular Session.

- a. Approval of minutes for August 23, 2018 meeting. Scott made motion to approve. Schaiman seconded. Vote for unanimous approval. Minutes moved into record.
- b. Acceptance of report of expenses for period 3 (August) of FY 2018-2019 FY 2018-2019 budget at 5% increase from final figures plus new base for part time workers presented. Swope made motion to approve. Seconded by Schaiman. Unanimous approval. Report of expenses moved into record.
- c. Discussion and information updates & policy decisions: Two new computers installed, one of which is our new server. LexisNexis Contracts renewed. CCCLL met in September to coordinate specific plans for the use of the money from the legislature. Discussion of placement of money in bank account(s). In order to comply with state requests expungment process filmed and translated. Brown recommended film crew. The Foundation will be holding the fall fundraiser October 18.
- d. Bar Association report Jacquelyn Brown has returned in limited capacity. No September meeting.
- e. Public comments from Martin Fox including issues with library's website and recommendations for upcoming elections.

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

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