

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

Date: March 28, 2019

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

Members in attendance:

Trustee:	JOSEPH C. SCOTT
Trustee:	V. RAYMOND SWOPE
Trustee:	ROBERT D. FOILES
Trustee:	CAROLE GROOM
Trustee:	PAUL WILKINS
Trustee:	JACQUELYN BROWN

Secretary-Librarian, Ex-officio: CAROLINE BRACCO

1. CLOSED SESSION

2. REGULAR SESSION

The meeting convened at 12:20 pm in Regular Session joined by Martin M. Fox, Walt Shjeflo and Chantel Fitting.

- a. Report on closed session . No report.
- b. Approval of minutes for February 21, 2018 meeting. Swope made motion to approve. Wilkins seconded. Vote for unanimous approval. Minutes moved into record.
- c. Acceptance of report of expenses for period 8 (February) of FY 2018-19. Under budget except for Unfunded Accrued Liability. Foiles made motion to approve. Seconded by Swope. Unanimous approval. Report of expenses moved into record.
- d. Discussion and information updates & policy decisions: Updating our tech configuration. Request to purchase solid state drives. Vote to purchase drives not to exceed \$400. Swope made motion, Wilkins seconded. Unanimous approval. CCCLL legislative campaign underway to be included in the 2018-2019 California State budget and ongoing funding. Form 700 Statement of Economic interests are due on or before April 2. BNA tax management portfolios obtained. Renewed Skyline Paralegal partnership. Foundation has secured Jackie Speier to speak in September.
- e. Bar Association report: no report.
- f. Public comments from Martin Fox including Board of Supervisors development project and the effects on foot traffic at the law library. Recommending getting brochure updated regarding parking options.

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

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