

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

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Date: August 22, 2019

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

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Members in attendance:

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

Secretary-Librarian, Ex-officio: CAROLINE BRACCO

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1. CLOSED SESSION

No report.

2. REGULAR SESSION

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

- a. Report on closed session. Discussed future staffing.
  - b. Approval of minutes for June 27, 2019 meeting. Scott made motion to approve. Schaiman seconded. Vote taken with unanimous approval. Minutes moved into record.
  - c. Acceptance of report of expenses for period 12 (June) of FY 2018-19. Fiscal Year 18-19 ended. Under budget by approximately \$50,000. Exceptions for part time workers and CalPERS Unfunded Accrued Liability. Schaiman made motion to approve. Seconded by Foiles. Vote taken with unanimous approval. Report of expenses moved into record.
  - d. Discussion and information updates & policy decisions: Finalizing new public computer configuration. Staff . Community Law Night entering third round, looking for volunteers. Received funding from Bar. Discussion of foundation fundraising event and support provided by law library for drinks.
  - e. Bar Association report: no report
- f. Public comments from Martin Fox including expansion of commercial office space and 6 million to judicial council for pre-trial mental health pilot program in San Mateo.

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

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