

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

Date: September 26, 2019

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

Members in attendance:

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

Secretary-Librarian, Ex-officio: CAROLINE BRACCO

1. CLOSED SESSION

No report.

2. REGULAR SESSION

The meeting convened at 12:45 pm in Regular Session joined by Martin M. Fox, and Jeff Loew

- a. Report on closed session. Additional staffing position was granted.
- b. Approval of minutes for August 22, 2019 meeting. Scott made motion to approve. Foiles seconded. Vote taken with unanimous approval. Minutes moved into record.
- c. Acceptance of report of expenses for period 1 (July) and period 2 (August) of FY 2019-20. Foiles made motion to approve. Seconded by Scott. Vote taken with unanimous approval. Report of expenses moved into record.
- d. Discussion and information updates & policy decisions: Proposed budget for 2019-2020 presented- items include furniture being donated by firm Barulich Dugoni. Capital expenditures required to replace reception desk. Discussion of external signage and determined library has no present need. Decision to reinstate three Matthew Bender titles in print including Family Law and Criminal Defense Practice. Budget to be readjusted based on decisions and represented in October. Foundation Event raised over \$100,000 looking to offset expenses on Matthew Bender titles. Had first staff meeting and are working on establishing better relationships with court and clerks.
- e. Bar Association report: no report
- f. Public comments from Martin Fox including mental health diversion plan that is similar to LA. Considering a mental health deployment response team.

Swope made motion to adjourn. Seconded by Foiles. Unanimous vote. Meeting adjourned.

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