

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

Date: April 26, 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:	CAROLE GROOM
Trustee:	JOSEPH SCOTT
Trustee:	JACQUELYN BROWN
Trustee:	PAUL WILKINS

Secretary-Librarian, Ex-officio: CAROLINE BRACCO

1. CLOSED SESSION

2. REGULAR SESSION

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

- a. Approval of minutes for March 22, 2018 meeting. Schaiman made motion to approve. Wilkins seconded. Vote for unanimous approval. Minutes moved into record.
- b. Acceptance of report of expenses for period 8 (February) and 9 (March) of FY 2017-2018. Currently averaging a loss of \$1000 a month. Saving money on employee benefits. Swope made motion to approve. Seconded by Schaiman. Unanimous approval. Report of expenses moved into record.
- c. Discussion and information updates & policy decisions: Xerox contract up for renewal June 1st. Discussion of new 5 year contract with new machine at reduced price. Decision and vote. Schaiman made motion to take a vote, Wilkins second. Unanimous approval. Will revote as this was not an agenda item.
- d.
- e. Bar Association report included discussion of Fee Arbitration workshop being hosted in the Law Library on Tuesday mornings once a month. Brown and Wilkins will follow up with more information. Bracco will follow up with Walt Shjeflo.
- f. Public comments from Martin Fox including marketing of library services and SB 1206.

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

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