

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

Date: July 25, 2024

Meeting Location: CRIMINAL JUSTICE TRAINING ROOM
400 County Center, Redwood City, CA
And by Zoom Meeting ID 233 094 3330

Members in attendance:

Trustee:	STEVE SCHAIMAN
Trustee:	PAUL WILKINS
Trustee:	SHARON CHO
Trustee:	DAVID CANEPA
Trustee:	JACQUELYN BROWN (remote)

Secretary-Librarian, Ex-officio: CAROLINE BRACCO

1. CLOSED SESSION – No closed session

2. REGULAR SESSION

The meeting convened at 12:30 pm in Regular Session joined by Martin Fox

- a. Report on closed Session-Voted to move the next meeting of the San Mateo County Law Library Board of Trustees to new county building C0B3 at 500 County Center at David Canepa's invitation.
- b. Approval of minutes of May 23 meeting. Schaiman made motion to approve, Wilkins seconded. Approval by Cho, Canepa and remote approval by Brown. May minutes moved into record.
- c. Acceptance of reports of expenses for Period 10 (April); Period 11 (May) and Period 12 (June) FY2023-24. No questions. Motion to approve Period 9 by Schaiman. Second by Canepa. Approval by Cho, Wilkins, remote approval by Brown. Reports of expenses moved into record.
- d. Discussion and information updates & policy decisions:
 - Controllers Contract renewal and Payroll changes. Canepa confirmed the overhaul of Payroll and that County is moving away from support for Special Districts. Library should be aware of additional tasks and responsibilities that may transfer to library.
 - Posted for ZipRecruiter campaign of \$789 for first month. Approved for up to \$2,000 for full-time librarian recruitment if we do not find a viable candidate in the first month. Resumes are tech oriented and administrative.
- e. Bar Association report:
 - Paul Wilkins reported on new board members.
- f. Public comments: Marty Fox made public comment regarding recruitment and retention of

quality employees. Library is competing for young people and CalPERS obligations need to be met to ensure retirement repayments. Requests comprehensive financial audit.

3. ADJOURNMENT

Wilkins made motion adjourn. Seconded by Schaiman. Unanimous approval. Meeting adjourned.

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