

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

Date: November 14, 2024

Meeting Location: SAN MATEO COUNTY LAW LIBRARY
710 Hamilton, Redwood City, CA
And by Zoom Meeting ID 233 094 3330

Members in attendance:

Trustee:	STEVE SCHAIMAN
Trustee:	LISA A. NOVAK
Trustee:	SHARON CHO
Trustee:	JACQUELYN BROWN (remote)
Secretary-Librarian, Ex-officio:	CAROLINE BRACCO

1. CLOSED SESSION convened at 12:15

2. REGULAR SESSION

The meeting convened at 12:33 pm in Regular Session joined by Martin Fox

- a. Report on closed Session-No report
- b. Approval of minutes of September 26 meeting. Motion made by Novak to approve minutes. Seconded by Schaiman. Abstention by Cho. Remote approval by Brown. September minutes approved and moved into record.
- c. Acceptance of reports of expenses for Period 2 (August) FY2024-25. Currently under budget as we wait for an annual payment to clear. Received approximate \$15,000 check from state to cover fee waivers from Small Claims courts. Bracco asked to have an e-Meeting in December to cover backup on financials for September, October and November. Board agreed. Motion to approve Period 2 by Schaiman. Second by Novak. Approval by Cho and remote approval by Brown. Reports of expenses moved into record.
- d. Discussion and information updates & policy decisions:
 - Shawn Chaves began full time work as Librarian I. Very helpful to have extra person that speaks Spanish. He is getting trained on various legal procedures that impact library patrons. Probationary period ends May 1, 2025
 - Charges to library from county for HR and ISD services at \$200 an hour
 - Annual Report submitted end of October. Changes to report recommended by Novak regarding removal or rewording of Covid references in comparison to current data. Board recommends sending amendment with changes.
 - Discussed north county court feasibility and current public demand. Novak offered that Civil Judges will be moving up to north county.
 - Dissomaster to be discontinued
 - New AT&T Air to be up by end of November. Supposed to make use of fiberoptic capabilities

e. Bar Association report:
No report

f. Public comments: Marty Fox made public comment regarding value of employees and reinvestigating CalPERS commitments

3. ADJOURNMENT

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

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