

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

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Date: October 23, 2025

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

Members in attendance:

Trustee:	STEVE SCHAIMAN
Trustee:	MICHAEL WENDLER
Trustee:	SHARON CHO
Trustee:	LISA A. NOVAK
Trustee:	PAUL WILKINS

Secretary-Librarian, Ex-officio: CAROLINE BRACCO

1. CLOSED SESSION convened at 12:16

2. REGULAR SESSION

The meeting convened at 12:25 pm in Regular Session joined by Martin Fox, court ADR coordinator Tanya Both and attorney Kevin Cunningham.

- a. Report on closed Session-No report.
- b. Approval of minutes of August 21 meeting. Motion to approve by Novak, seconded by Wilkins. Ayes from Schaiman, Cho and Wendler. Minutes approved and moved into record.
- c. Acceptance of reports of expenses for Period 1 & 2 (July ) (August) postponed pending questions regarding. being overbudget for FY2025-26. Questions about CalPERS URL and YTD expenses and Budgeted YTD.
- d. Discussion and information updates & policy decisions:
  - a. Contract with Kevin Cunningham. Gave overview of Family Law Community Dispute Resolution program with multi-step mediation process to move flagged cases through proof of service, preliminary disclosure and agreement or judgement options. Program makes use of Odyssey record search for double pro per cases that would be appropriate. Cunningham to contract with law library.
  - b. Contract with San Mateo Superior Court. DERPA funding for program explained by Tanya Both. Support program with self-help chat for Disclosure workshop. Schaiman asked about issues with assets in dissolution, Tanya Both responded that those with multiple assets would not be eligible for this program. Goal is to try cut down on cases needing extensive judicial intervention. Request from board to be tracking data based on 6 month periods for how many cases handled and successfully completed. Law Library to contract with Courts.
  - c. Vote on contracts. Novak made motion to approve contracts with retroactive

modification. Wilkins seconded. Cho, Wendler and Schaiman voted aye. Both contracts approved and to be signed by all parties.

e. Bar Association report:  
No report

f. Public comments: No public comment

3. ADJOURNMENT

November 20 set for last meeting of year. Novak made motion adjourn. Seconded by Cho. Unanimous approval. Meeting adjourned.

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