

# MINUTES – SANTA CRUZ COUNTY LAW LIBRARY BOARD OF TRUSTEES

## MINUTES REGULAR MEETING, DECEMBER 19, 2023

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### 1.0 Meeting and Organization

- 1.1** Establish Quorum Meeting called to order at 5:01 p.m. Present at the call to order: John Gallagher, Julia Hill, Emily DuBois, Eric Nelson, and Timothy Volkmann. Absent: Cheryl Ferguson and Nancy Miller. Also, in attendance: Renee Fleming.
- 1.2** Approve Agenda: **ACTION TAKEN: Motion to approve agenda M/S/C DuBois/Nelson 5/0**

### 2.0 Public Comment – NONE

### 3.0 Oral Communication

- 3.1** Statistics on services were provided for the months of November 2022 & 2023.
- In November 2022 we had 533 in-person visits. We assisted 126 phone callers and had 57 email exchanges of information. In 2023 we had 648 in-person visits, 142 phone calls, and 75 email exchanges of information.
- 3.2** Librarian's Report
- 3.2..1** Fundraising – Update on planning for Scrabble Kickoff Party. Trustee Volkmann will follow up with Austin Comstock to confirm the dates. Trustee DuBois will take the lead on planning and coordination.

### 4.0 Consent Agenda - **ACTION TAKEN: Motion to approve consent agenda M/S/C Volkmann/Nelson 5/0**

- 4.1** Approval of Disbursements for December
- 4.2** Approval of Meeting Minutes of November Meeting

### 5.0 Regular Agenda

- 5.1** NONE

### 6.0 Future Meetings:

- 6.1** January 16, 2024

Adjourned 5:08 p.m.

Respectfully Submitted,

Renee Fleming, Recording Secretary  
Board of Law Library Trustees