

# Glenn County Law Library Board of Trustees Meeting

Meeting held: Willows Historic Courthouse

Conference Room

526 W. Sycamore Street, Willows, CA

Minutes of December 10th, 2019

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**PRESENT:** Trustees- Hon. Donald Cole Byrd, Superior Court of CA-County of Glenn, Hon. Alicia Ekland, Supervisor Keith Corum, Glenn County Board of Supervisors, William J. Vanasek, Glenn County Counsel.

Also present: Nicholas Boening, Deputy County Counsel and Liliana Chavez-Cardona, Paralegal to Glenn County Counsel.

1. **CALL TO ORDER:** Judge Byrd called the meeting to order at 3:27 p.m.
2. **UNSCHEDULED MATTERS:** No unscheduled matters.
3. **APPROVAL OF MINUTES:** On motion by Supervisor Corum, seconded by Judge Ekland, unanimously ordered to approve the minutes of January 8, 2019.
4. **REGULAR AGENDA:**
  - a. Election held. On motion by Supervisor Corum, seconded by Judge Ekland, unanimously vote to elect William J. Vanasek as a Trustee and Secretary of the Law Library Board of Trustees.
  - b. On motion by Judge Ekland, seconded by Supervisor Corum, unanimously vote to elect Nicholas Boening as a Trustee.
  - c. On motion by Judge Ekland, seconded by Mr. Vanasek, unanimous ratify, confirm and approve the County Law Library's budget for FY 19-20.
5. **REPORTS AND COMMUNICATION:**
  - a. Ms. Chavez-Cardona reported Budget to Actuals for the period ending June 30, 2019, FY 18-19. Current Year Budget \$10,000.00; Current Year Actual \$14,464.72; and Percentage of Revenue collected 146.75%.
  - b. Discussion took place to consider the location of a kiosk at the local libraries or with the Self-Help Assistance and Referral Program to increase patron usage. Judge Byrd stated no need to spend unnecessary funds to expand, unless usage increases.
  - c. Discussion took place to consider an alternative day to hold the Law Library Board Meetings. Mr. Boening and Judge Ekland stated the Board of Law Library Trustees shall meet regularly each month, on the first Tuesday after the first Saturday of each month, pursuant to Business and Professions Code Section 6304.

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6. **ADJOURNMENT:** On motion by Judge Ekland, seconded by Mr. Vanasek, meeting adjourned at 4:00 p.m.

Submitted by:

/William J. Vanasek/

William J. Vanasek, Secretary

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