

Glenn County Law Library Board of Trustees Meeting

Meeting held: Willows Historic Courthouse

Conference Room

526 W. Sycamore Street, Willows, CA

Minutes of October 9, 2018

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

Also present: Liliana Chavez-Cardona, Legal Secretary to Glenn County Counsel.

1. **CALL TO ORDER:** Judge Byrd called the meeting to order at 3:30 p.m.
2. **UNSCHEDULED MATTERS:** No unscheduled matters.
3. **APPROVAL OF MINUTES:** On motion of Supervisor Corum, seconded by Alicia Ekland it was unanimously ordered to approve the Minutes of April 10, 2018.
4. **REGULAR AGENDA:**
 - a. On motion of Supervisor Corum, seconded by Alicia Ekland, unanimous vote to approve and ratify the 2018-2019 Budget for the Glenn County Law Library.
 - b. On motion of Supervisor Corum, seconded by Alicia Ekland, unanimous vote to approve authorizing payment for the administration service fee in the amount of \$540.10, pursuant to the Memorandum of Understanding between Glenn County and the Law Library Board of Trustees for administrative services.
 - c. The Law Library Board of Trustees' requested additional information at next scheduled meeting, the actual cost to enter into contract with Matsom and Isom, and its cost on maintenance fees to install a new computer.
 - d. On motion of Supervisor Corum, seconded by Alicia Ekland, unanimous vote to approve and allow Alicia Ekland to execute the Government Agency Taxpayer ID Form on behalf of the Law Library Board of Trustees, in order to receive a one-time FY 2018 Special Distribution in the amount of \$4,271.00.
5. **REPORTS AND COMMUNICATION:**
 - a. Alicia Ekland communicated the outdated book were removed and usage of the Kiosk has not increased.
 - b. Alicia Ekland communicated Law Library's budget report for FY 2017-2018.
6. **ADJOURNMENT:** On motion of Alicia Ekland, seconded by Supervisor Corum Adjourned at 3:51 p.m.

Submitted by:

/Alicia Ekland/

Alicia Ekland, Secretary

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