



Meeting of Wednesday, January 25, 2017 • 12:15 P.M.

San Diego Law Library
1105 Front St., San Diego, CA 92101

AGENDA

- 1) **Call to Order**
- 2) **Opportunity for General Public Comment**
- 3) **Minutes of Previous Meetings**
 - A. Approval of Minutes of December 14, 2016
- 4) **Financial Report**
 - A. November 2016 Financial Report
- 5) **Election of Officers**
 - A. 2017 Executive Officer Elections
- 6) **Strategic Plan Update**
 - A. Covering Work from 7/1/2016 – 12/31/2016
- 7) **Marketing Plan Project**
 - A. Example: Self-Help Collection
- 8) **Staff Insight: Q&A**
 - A. Cyndi Quisenberry, Administrative Officer
- 9) **Other Reports**
 - A. Foundation Liaison Report (Judge Gill, Low)
 - B. Legislative Committee (Adkins)
 - C. Membership Committee (Adkins)
- 10) **Director's Report**
 - A. Library Update
 - (1) New Library System Installed (Koha ILS Demo)
 - (2) Public Records Request – Employee Compensation Requested by Transparent California
 - (3) “What’s New?” ...at the Law Library
 - (4) East County Branch Space Update- New Settlement Conferences
 - B. Law Library press & praise
 - C. Outreach activities
 - (1) INSIDER News
 - (2) 5th Anniversary Celebration
 - D. Facilities maintenance reports
 - E. Patron compliments/ complaints
 - F. Incident reports
 - G. Monthly Activity Report
- 11) **Board Member Reports**
 - A. Any new business not an Agenda Item.
- 12) **Adjournment**

*****Items with asterisks will be discussion items only*****

Persons wishing to make public comment at the meeting are requested to make arrangements with the Administrative Office prior to the meeting at (619) 531-4449. Persons desiring to comment on an agenda item will speak when that item comes up for discussion. An individual desiring to bring another matter to the Board's attention should be prepared to speak at the beginning of the meeting. Members of the public should limit remarks to five minutes. Materials for each agenda item, except closed session items, are available for public inspection from the San Diego Law Library Administrative Office, 1150 Front Street, San Diego, CA 92101-3904

San Diego County Public Law Library
Board of Trustees
San Diego Law Library
1105 Front Street, San Diego, CA 92101
January 25, 2017 • 12:15 p.m.

AGENDA SUMMARY AND ACTION REQUESTED

NO.	ITEM	SUMMARY	RECOMMEND
1.	Call to Order		Action.
2.*	Opportunity for General Public Comment		N/A
3.	Minutes of Previous Meetings	A. Approval of Minutes of December 14, 2016	Action.
4.	Financial Report	A. November 2016 Financial Report	Information.
5.	Election of Officers	A. 2017 Executive Officer Elections	Action.
6	Strategic Plan Update	A. Covering Work from 7/1/2016 – 12/31/2016	Information.
7.	Marketing Plan Project	A. Example: Self-Help Collection	Information.
8.	Staff Insight: Q&A	A. Cyndi Quisenberry, Administrative Officer	Information.
9.	Other Reports	A. Foundation Liaison Report (Judge Gill, Low)	Information.
		B. Legislative Committee (Adkins)	Information.
		C. Membership Committee (Adkins)	Information.
10.	Director's Report	A. Library Update	Information.
		(1) New Library System Installed (Koha ILS Demo)	Information.
		(2) Public Records Request – Employee Compensation Requested by Transparent California	Information.
		(3) <i>"What's New?" ...at the Law Library</i>	Information.
		(4) East County Branch Space Update- New Settlement Conferences	Information
		B. Law Library press & praise	Information.
		C. Outreach activities	Information.
		(1) INSIDER News	Information.
		(2) 5 th Anniversary Celebration	Information.
		D. Facilities maintenance reports	Information.
		E. Patron compliments/ complaints	Information.
		F. Incident reports	Information.
		G. Monthly Activity Report	Information.
11.	Board Member Reports	A. Any new business not an Agenda Item.	Information.
12.	Adjournment		Action.