



Board of Trustees

Meeting of Wednesday, June 19, 2019 • 12:15 P.M.

San Diego Law Library

1105 Front St., San Diego, CA 92101

AGENDA

For this meeting only: Agenda items 1-5 will take place in Training Room A.

- 1) **Call to Order**
- 2) **Opportunity for General Public Comment**
- 3) **Minutes of Previous Meetings**
 - A. Approval of Minutes of May 15, 2019
- 4) **Financial Report – 5 minutes**
 - A. April 2019 Financial Report
- 5) **Joe Matthews Presentation – Law Library Action Plan – 30 minutes**
- 6) **Closed Session – 15 minutes – Boardroom**
 - a) **PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Cal. Gov’t Code §§ 54954.5(e), 54957(b))**
Title: Executive Director
 - b) **LIABILITY CLAIMS (Cal. Gov’t Code § 54954.5(d))**
Claimant: Todd White
Agency claimed against: San Diego County (indirectly, Law Library)
- 7) **Director’s FY 2020 Compensation – 5 minutes**
- 8) **Update on County’s Request to enter into a Memorandum of Agreement Concerning the Law Library’s Use of County Buildings – 5 minutes**
- 9) **Other Reports – 5 minutes**
 - A. Foundation Liaison Report (Judge Gill, Slomanson)
 - B. Ad Hoc Future Committee (Joe Matthews, Consultant) (Adkins)
 - C. Legislative Committee (Adkins, Judge Berry, Judge Kelety)
- 10) **Director’s Report – 5 minutes**
 - A. Library Update
 - (1) “What’s New?” ...at the Law Library
 - (2) County Connections
 - B. Law Library Press & Praise
 - C. Outreach Activities
 - D. Facilities Maintenance Reports
 - E. Patron Compliments/Concerns
 - F. Incident Reports
 - G. Top Research Guides & Downloads Report
 - H. Social Media Report
 - I. Monthly User Snapshot
 - J. Monthly Activity Report
- 11) **Board Member Reports – 2 minutes**
 - A. Any new business not an agenda item.
- 12) **Adjournment in Memory of Coral Henning, Director, Sacramento County Public Law Library – 3 mins.**

*****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

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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 May 15, 2019	Action.
4.	Financial Report	A. April 2019 Financial Report	Information.
5.	Joe Matthews Presentation	Law Library Action Plan	Information.
6.	Closed Session	A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION B. LIABILITY CLAIMS	Action. Information.
7.	Director's FY 2020 Compensation		Action.
8.	Update on County's Request to enter into a Memorandum of Agreement Concerning the Law Library's Use of County Buildings		Information.
9.	Other Reports	C. Foundation Liaison Report (Judge Gill, Slomanson) D. Ad Hoc Future Committee (Joe Matthews, Consultant) E. Legislative Committee (Adkins)	Information. Information. Information.
10.	Director's Report	A. Library Update (1) "What's New?" ...at the Law Library (2) County Connections B. Law Library press & praise C. Outreach activities D. Facilities maintenance reports E. Patron compliments/ complaints F. Incident reports G. Social Media Report H. Monthly User Snapshot I. Monthly Activity Report	Information. Information. Information. Information. Information. Information. Information. Information. Information. Information. Information.
11.	Board Member Reports	A. Any new business not an Agenda Item	Information.
12.	Adjournment	In Memory of Coral Henning, Director, Sacramento County Public Law Library	Action.