



Board of Trustees

Meeting of Wednesday, December 18, 2019 • 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 (5 Min.)**
- 3) **Minutes of Previous Meetings (2 Min.)**
 - A. Approval of Minutes of November 13, 2019
- 4) **Introduction: Ben Lhota – Business Manager (10 Min.)**
- 5) **Financial Report (5 Min.)**
 - A. October 2019 Financial Report
- 6) **Approval of Proposed 2020 BOT Meeting Dates (10 Min.)**
- 7) **Other Reports (2 Min.)**
 - A. Foundation Liaison Report (Judge Gill, Slomanson)
- 8) **Director’s Report (10 Min.)**
 - A. Library Update
 - (1) Weekly Briefings
 - (2) “What’s New?” ...at the Law Library
 - (3) County Connections
 - B. Advocacy Update
 - C. Law Library Press & Praise
 - D. Outreach Activities
 - E. Facilities Maintenance Reports
 - F. Patron Compliments/Concerns
 - G. Incident Reports
 - H. Top Research Guides & Downloads Report
 - I. Social Media Report
 - J. Monthly User Snapshot
 - K. Monthly Activity Report
- 9) **Board Member Reports (3 Min.)**
 - A. Any new business not an agenda item.
- 10) **Reappointments & Farewells (5 Min.)**
- 11) **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

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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 November 13, 2019	Action.
4.	Introduction	Ben Lhota – Business Manager	Information.
5.	Financial Report	A. October 2019 Financial Report	Information.
6.	Approval of Proposed 2020 BOT Meeting Dates		Action.
7.	Other Reports	A. Foundation Liaison Report (Judge Gill, Slomanson)	Information.
8.	Director’s Report	A. Library Update (1) Weekly Briefings (2) “What’s New?” ...at the Law Library (3) County Connections	Information.
		B. Advocacy Update	Information.
		C. Law Library Press & Praise	
		D. Outreach Activities	Information.
		E. Facilities Maintenance Reports	Information.
		F. Patron Compliments/Concerns	Information.
		G. Incident Reports	Information.
		H. Top Research Guides & Downloads Report	Information.
		I. Social Media Report	Information.
		J. Monthly User Snapshot	Information.
		K. Monthly Activity Report	Information.
9.	Board Member Reports	A. Any new business not an Agenda Item	Information.
10.	Adjournment		Action.