



**Joint Board Retreat**  
**Wednesday, December 16, 2020 • 5:00 P.M.**  
San Diego Law Library  
**AGENDA**

**\*\*\*VIA ZOOM ONLINE MEETING\*\*\***

(alternatively by telephone)

**San Diego Law Library & Law Library Foundation Joint Board Meeting**

- 1) Call to Order [Elliott/Sambold]**
- 2) Opportunity for General Public Comment (see sign-in information)**
- 3) Welcoming Statements**
  - A. Board of Trustees President Mara W. Elliott
  - B. Foundation Board President Ana M. Sambold
- 4) Discussion and/or Action Items [Adkins/Elliott/Sambold]**
  - A. [Proposed] Joint Statement of Purpose & Relationship between the Board and the Foundation  
[RECOMMENDED ACTION: APPROVAL] [Adkins]
  - B. New Law Library Strategic Plan in Relation to Executive Director Search / Discussion [Adkins]
  - C. Ratification of service contract with Debra Baker to provide Executive Director Search coordination and hiring. [Adkins]
  - D. New Goals for the Foundation [Sambold/Adkins]
    - (1) Fundraising events, donors & grants [Sambold/Adkins]
    - (2) Executive Director & Administrative Support Proposal by *Matthews Report* [Adkins]
- 5) Other Discussion Items Not on the Agenda**
- 6) Takeaways & Commitments [Adkins/Elliott/Sambold]**
  - A. Board of Trustees action items
  - B. Foundation Board action items
- 7) Supplementary Materials Not Included in Meeting Discussions**
- 8) Adjournment**

**\*\*\*THIS MEETING WILL BE CONDUCTED REMOTELY. FOR MORE INFORMATION.  
SEE THE NOTICE AT THE END OF THE AGENDA SUMMARY (NEXT PAGE).\*\*\***

**The regular Board of Trustees Meeting for the month of December has been cancelled.**

**\*\*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 [emurray@sdlawlibrary.org](mailto:emurray@sdlawlibrary.org). 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  
Joint Board Retreat**

December 16, 2020 • 5:00 p.m.

**\*\*\*THIS MEETING WILL BE CONDUCTED REMOTELY. FOR MORE INFORMATION, SEE THE NOTICE AT THE END OF THIS AGENDA.\*\*\***

**AGENDA SUMMARY AND ACTION REQUESTED**

| NO. | ITEM  | SUMMARY   | RECOMMEND        |
|-----|---|---|------------------|
| 1.  | Call to Order   |   | Action.          |
| 2.  | Opportunity for General Public Comment                      | Zoom information is at the bottom of this page.   | N/A              |
| 3.  | Welcome Statements  | A. Board of Trustees President Mara W. Elliott<br>B. Foundation Board President Ana Sambold   | Information.     |
| 4.  | Discussion and/or Action Items<br>[Adkins/Elliott/Sambold]  | A. [Proposed] Joint Statement of Purpose & Relationship between the Board and the Foundation [Recommended Action: <b>APPROVAL</b> ] [Adkins]  | Action.          |
|     |   | B. New Law Library Strategic Plan in Relation to Executive Director Search / Discussion [Adkins]  | Information.     |
|     |   | C. Ratification of service contract with Debra Baker to provide Executive Director Search coordination and hiring. [Adkins]   | Action.          |
|     |   | D. New Goals for the Foundation [Sambold/Adkins]<br>(1) Fundraising events, donors & grants [Sambold/Adkins]<br>(2) Executive Director & Administrative Support Proposal by <i>Matthews Report</i> [Adkins] | Information.     |
| 5.  | Other Discussion Items Not on the Agenda                    |   | Information.     |
| 6.  | Takeaways & Commitments<br>[Adkins/Elliott/Sambold]         | A. Board of Trustees action items   | Possible Action. |
|     |   | B. Foundation Board action items  |                  |
| 7.  | Supplementary Materials Not Included in Meeting Discussions | Library Financials for October 2020, Services & Program Information for November-December 2020  | Information.     |
| 8.  | Adjournment   |   | Action.          |

**IMPORTANT NOTICE:**

**THIS MEETING WILL BE HELD IN AN ONLINE ENVIRONMENT USING THE ZOOM APPLICATION.**

Topic: SDLL Joint Board Meeting

Time: Dec 16, 2020 05:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/95866673604>

One tap mobile

+ 14086380968,,95866673604# US (San Jose)

+ 16699006833,,95866673604# US (San Jose)

Meeting ID: 958 6667 3604

For more information on attending this meeting remotely, please email Erin Murray at [emurray@sdllawlibrary.org](mailto:emurray@sdllawlibrary.org)