



**Board of Trustees**

Meeting of Wednesday, September 15, 2021 • 12:15 P.M.

San Diego Law Library

**AGENDA**

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

(alternatively by telephone)

- 1) Call to Order
- 2) Opportunity for General Public Comment (5 Min.) **(see sign-in information)**
- 3) Minutes of Previous Meetings (2 Min.) [ACTION]
  - A. Approval of Minutes of August 18, 2021
- 4) Financial Report (Cox/Adkins) (5 Min.)
  - A. Adjusted Financials of June 2021
  - B. Financials for July 2021
  - C. Add Additional Signers to Chase Bank Account [ACTION]
  - D. Audit Report
- 5) Approval of 2020-2021 Annual Report (5 Min.) [ACTION]
- 6) SDLL Bylaws & Employee Handbook Updates (10 Min.)
- 7) Policy Discussion of Criteria SDLL Will Apply to Support Charitable or Humanitarian Causes; Possible [ACTION] Resulting in a New Policy (10 Min.)
- 8) Other Reports (10 Min.)
  - A. Foundation Liaison Report (Judge Keety, Slomanson, Sambold & Roper [Foundation Liaisons])
    - (1) Witkin Awards! Update
  - B. Director's Report (Adkins)
- 9) John Adkins Retirement (5 Min.)
- 10) Adjournment

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

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, 1105 Front Street, San Diego, CA 92101

**San Diego County Public Law Library  
Board of Trustees**

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**AGENDA SUMMARY AND ACTION REQUESTED**

NO.	ITEM	SUMMARY	RECOMMEND
1.	Call to Order		<b>Action.</b>
2.	Opportunity for General Public Comment	This is a public meeting; members of the public may address the Board with advance notice; time limits will be enforced if needed to hear all agenda items.	N/A
3.	Minutes of Previous Meetings	A. Approval of Minutes of August 18, 2021	<b>Action.</b>
4.	Financial Report (Cox/Adkins)	A. Adjusted Financials June 2021	Information.
		B. Financials July 2021	Information.
		C. Add Additional Signers to Chase Bank Account	<b>Action.</b>
		D. Audit Report	Information.
5.	Approval of 2020-2021 Annual Report	Approval of the final version of the 2020-2021 Annual Report discussed at the September meeting with feedback and edits provided by the Board.	<b>Action.</b>
6.	SDLL Bylaws & Employee Handbook Updates	The drafts of Bylaws and Employee Handbook in progress will be discussed.	Information.
7.	Policy Discussion of Criteria SDLL Will Apply to Support Charitable or Humanitarian Causes; ; Possible Action Resulting in a New Policy	A member of the public requests support for Afghani refugees by allowing SDLL to become a drop off point for charitable household items, clothes and food.	<b>Action.</b>
8.	Other Reports	A. Foundation Liaison Report (Judge Kelety, Slomanson, Sambold & Roper [Foundation Liaisons]) (1) Witkin Awards! Update	Information.
		B. Director's Report (Adkins)	Information.
9.	John Adkins Retirement	The Board will thank John Adkins for his years of service to the San Diego Law Library.	Information.
10.	Adjournment		<b>Action.</b>

**IMPORTANT NOTICE:**

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

Topic: SDLL Board of Trustees Meeting

Time: September 15, 2021 12:15 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/81056287244>

Meeting ID: 810 5628 7244

One tap mobile

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+16699006833,,81056287244# US (San Jose)

For more information on attending this meeting remotely, please email Erin Murray at

[emurray@sdlawlibrary.org](mailto:emurray@sdlawlibrary.org).