

Public Law Library of Humboldt County

Humboldt County Courthouse
812 4th Street, Room G04
Eureka, CA 95501
Phone: 707-476-2356
Fax: 707-268-0690
Email: lawlibrary@co.humboldt.ca.us
Web: <http://co.humboldt.ca.us/law-library>

Board of Law Library Trustees

Cyndy Day-Wilson, President – Attorney at Law
Dustin Owens, Vice-President - Attorney at Law
Honorable Christopher G. Wilson - Superior Court Judge
Honorable Lawrence M. Killoran - Superior Court Judge
David Nims - Attorney at Law
Jeffrey Blanck - County Counsel
Maggie Fleming - District Attorney

BOARD OF LAW LIBRARY TRUSTEES MEETING **Monday, September 30, 2019 at 12:15 P.M.**

1. AGENDA

- a. **Call to Order.**
- b. **Review of the Minutes of April 29, 2019, Regular Board Meeting.**
Recommended Action: Approve minutes.
- c. **Financial Report.**
Recommended Action: Discussion and take appropriate action, if necessary.
- d. **Request to the Humboldt County Board of Supervisors for Law Library Funding Under California Business and Professions Code Section 6324.**
Recommended Action: Send a letter directly to the Humboldt County Board of Supervisors requesting a waiver of IT charges in the amount of \$3,762 for FY 19-20 pursuant to their authority to appropriate funds from the county treasury for augmentation of the Law Library Trust Fund. The Law Library’s networking within the County of Humboldt’s IT system is solely to monitor accounting and auditing of the Law Library Trust Fund.

*The Public Law Library of Humboldt County is wheelchair accessible and disabled parking is available in the lot on “K” Street, between 4th and 5th Streets. If you are a disabled person, and you require disability-related accommodations to participate in this meeting, please contact the Law Librarian at the information listed above. Requests for such accommodations must be made at least **two full days** before the start of the meeting.*

e. **PUBLIC EMPLOYEE APPOINTMENT(S) Pursuant to California Business Code Sections 6345 and 6346.**

Title: *Law Library Assistant - On Call/Fill-in*. Short-term coverage for Law Librarian/Director during absences caused by trainings, illnesses, vacations, holidays, ect. Duties include but are not limited to: enforcement of all Humboldt County Law Library Policies and Procedures; adherence to California Business and Professions Code Section 6300 et seq.; protection of all Law Library property and resources; and assisting members of the public with their legal researching needs.

Title: *Law Library Assistant – File Clerk/Support Staff*: As needed supplementation for the filing of print publication updates/releases. Duties include updating all loose-leaf legal publications upon receipt of replacement pages and filing instructions.

f. **Review of Humboldt County Law Library Policies.**

Recommended Action: Discussion and take appropriate action, if necessary.

g. **Committee Appointments under Article V of the Humboldt County Law Library Bylaws.**

Recommended Action: Discussion and take appropriate action, if necessary.

h. **Report by Law Library President. (Information Only)**

Recommended Action: Hear Report.

i. **Public Comment – Time for comment on those items not posted on the agenda, but within the jurisdiction of the Law Library.**

(Information Only – NO ACTION MAY BE TAKEN ON THESE ITEMS).

j. **New Business Suggestions for the agenda of the next Law Library Trustees Meeting. (Information Only).**

Recommended Action: Hear suggestions and refer to next agenda as appropriate.

2. CLOSED SESSION

A. **PUBLIC EMPLOYEE APPOINTMENT/EMPLOYMENT pursuant to California Government Code Section 54957.**

- **Title: *Law Library Assistant – On call/Fill-in***
- **Title: *Law Library Assistant – Support Staff***

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3. ADJOURNMENT

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