



**Board of Trustees**

**Meeting of Wednesday, February 19, 2020 • 12:15 P.M.**

**San Diego Law Library  
1105 Front St., San Diego, CA 92101**

**AGENDA**

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- 1) Call to Order**
- 2) Opportunity for General Public Comment (5 Min.)**
- 3) Minutes of Previous Meetings (2 Min.)**
  - A. Approval of Minutes of January 15, 2020
- 4) Special Guest: Johanna S. Schiavoni, Esq., President of the SDCBA (10 Min.)**
- 5) Financial Report (5 Min.)**
  - A. December 2019 Financial Report
- 6) Approval of Updated SDLL Salary Schedule (3 Min.)**
- 7) Approval of Updated COI Code (3 Min.)**
- 8) Form 700 Reminder (2 Min.)**
  - A. Due by April 1, 2020
- 9) Other Reports (2 Min.)**
  - A. Foundation Liaison Report (Judge Kelety, Slomanson)
- 10) Director's Report (10 Min.)**
  - A. **Open House Recap**
  - B. **North County Trailer**
  - C. Library Update
    - (1) Weekly Briefings
    - (2) "What's New?" ...at the Law Library
    - (3) County Connections
  - D. Advocacy Update
  - E. Law Library Press & Praise
  - F. Outreach Activities
  - G. Facilities Maintenance Reports
  - H. Patron Compliments/Concerns
  - I. Incident Reports
  - J. Top Research Guides & Downloads Report
  - K. Social Media Report
  - L. Monthly User Snapshot
  - M. Monthly Activity Report
- 11) Board Member Reports**
  - A. Any new business not an agenda item.
- 12) 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

San Diego County Public Law Library  
Board of Trustees  
San Diego Law Library  
1105 Front Street, San Diego, CA 92101  
February 19, 2020 • 12:15 p.m.

**AGENDA SUMMARY AND ACTION REQUESTED**

NO.	ITEM	SUMMARY	RECOMMEND
1.	<b>Call to Order</b>		<b>Action.</b>
2.	<b>Opportunity for General Public Comment</b>		N/A
3.	<b>Minutes of Previous Meetings</b>	A. Approval of Minutes of January 15, 2020	<b>Action.</b>
4.	<b>Special Guest</b>	Johanna S. Schiavoni, Esq., President of the SDCBA	Information.
5.	<b>Financial Report</b>	A. December 2019 Financial Report	Information.
6.	<b>Approval of Updated SDLL Salary Schedule</b>		<b>Action.</b>
7.	<b>Approval of Updated COI Code</b>	The Conflict of Interest Code designates which employees must file a Form 700	<b>Action.</b>
8.	<b>Form 700 Reminder</b>	Due to be filed by April 1 <sup>st</sup> , 2020	<b>Information.</b>
9.	<b>Other Reports</b>	A. Foundation Liaison Report (Judge Gill, Slomanson)	Information.
10.	<b>Director's Report</b>	A. Open House Recap	Information.
		B. North County Trailer	Information.
		C. Library Update (1) Weekly Briefings (2) "What's New?" ...at the Law Library (3) County Connections	Information.
		D. Advocacy Update	Information.
		E. Law Library Press & Praise	Information.
		F. Outreach Activities	Information.
		G. Facilities Maintenance Reports	Information.
		H. Patron Compliments/Concerns	Information.
		I. Incident Reports	Information.
		J. Top Research Guides & Downloads Report	Information.
		K. Social Media Report	Information.
		L. Monthly User Snapshot	Information.
		M. Monthly Activity Report	Information.
11.	<b>Board Member Reports</b>	A. Any new business not an Agenda Item	Information.
12.	<b>Adjournment</b>		<b>Action.</b>