

**Napa County Law Library Board
of
Trustees Meeting Agenda**

Historic Courthouse
825 Brown Street
Third Floor Administrative Conference Room
Wednesday, January 10, 2024
12:15 PM

Trustees

Hon. Mark Boessenecker
Neil Bowman-Davis
Brian Dewitt
James Jones
Anthony Halstead
Hon. Victoria Wood

1. Call to Order: Marked Attendees as present or absent
2. Adoption of Agenda Order
3. Approval of the Minutes
 - a. Discussion and Possible Action for the Approval of the December 2023 Napa County Law Library Board of Trustees meeting minutes.
4. Public Comment
5. Old Business
 - a. Printer delivered.
 - b. Judge Wood continues to serve on board until new Judge is appointed.
6. New Business
 - a. New copier costs
 - b. Review & discuss Scope of Work Draft and financial aspects of Law Librarian position. (Action Item)
 - c. County to prepare contract with Sonoma Law Library (Action Item)
7. Trustee Comments and Announcements
8. Agenda Building
9. Set Date, Time, and Location of Next Meeting
 - **Wednesday, February 7th, 12:15 pm.**
Historic Courthouse, 3rd Floor, Executive Conference Room
10. Adjournment

NAPA COUNTY LAW LIBRARY BOARD OF TRUSTEE MINUTES

December 6, 2023

[All votes will be acknowledged by attendee's present]

1. CALL TO ORDER:

The Law Library Trustee met in regular session on Wednesday, December 6, 2023. The meeting was called to order at 12:24 p.m. by Trustee Halstead with the following trustees present - Neil Bowman-Davis, Brian Dewitt, and Jim Jones. The Honorable Mark Boessenecker and the Honorable Victoria Wood are excused.

2. ADOPTION OF THE AGENDA ORDER:

Motion moved by Trustee, Anthony Halstead and second by Trustee Dewitt to accept the agenda order. Motion passed 4-0.

3. APPROVAL OF THE MINUTES:

Discussion and Possible Action for the Approval of the November 1st, 2023, Napa County Law Library Board of Trustees meeting minutes.

Motion moved by Trustee, Neil Bowman-Davis and seconded by Trustee, Brian Dewitt to approve the minutes. Motion passed 4-0.

4. PUBLIC COMMENT:

Michael Blend comments on the condition of the Law Library copier and would like to see a new one installed.

5. OLD BUSINESS:

None

6. NEW BUSINESS:

- a. Trustee, Anthony Halstead attended the annual California Law Library seminar which he found very informative and helpful. This seminar included partnerships with all Northern California law libraries, training, and sharing databases.
- b. Sacramento & Yolo Law Libraries are not moving forward with their partnership due to not wanting to give away authority regarding the contract.
- c. Quarterly financial update – Civil fees are increasing and expenses are in line with last year, see attached report.
- d. Nikolaos Pelekis – Attends today’s meeting as a guest and Law Librarian Coordinator for Sonoma County Law Library, presenting a proposed plan for Napa Law Library. There will be one individual to run the everyday operations, and one person to manage fundraising, provide budget for Trustees to approve, coordinate books, and create relationships with the County Bar Association. Potential for Nikolaos to come on in dual capacity handling both Positions.

Trustee, Jim Jones requests input from Trustee Neil Bowman-Davis on proposed plan for Napa County Law Library with Sonoma County Law Library. Input provided includes ability to provide Resources not had before, i.e. copying, passports, and generating Income.

Motion moved by Trustee, Jim Jones and seconded by Trustee, Anthony Halstead to draft “Scope of Work” and circulate draft to Napa County for approval. Motion passed 4-0.

7. TRUSTEE COMMENTS AND ANNOUNCEMENTS:

Trustee, Anthony Halstead felt the Annual California Law Library Seminar was well worth attending because of the partnerships and information that can be utilized.

Thank you goes out to our guest today, Nikolaos Pelekis for sharing his experience with the Sonoma County Law Library and providing his proposal for a possible partnership.

8. AGENDA BUILDING:

- 1) Review scope of work for Napa County Law Library and take next steps to prepare agreement with Sonoma County Law Library.

9. SET DATE, TIME, AND PLACE OF NEXT MEETING:

**Wednesday, January 10, 2023, at 12:15pm.
Historic Courthouse
825 Brown Street, Executive Office Conference Room
In-Person**

10. ADJOURNMENT:

Meeting adjourned at 12:58 p.m.