

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

Historic Courthouse
825 Brown Street
Third Floor Administrative Conference Room
Wednesday, July 24, 2024
12:15 PM

Trustees

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

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 June 2024 meeting of the Napa County Law Library Board of Trustees meeting minutes.
4. Public Comment
5. Old Business
 - a. Contract for Nikolaos
6. New Business
 - a. Extra help staffing approved by County (update)
 - b. Liability coverage for Nikolaos (discussion & action item)
 - c. Work with court on new contract (Agenda Item)
7. Trustee Comments and Announcements
8. Agenda Building
9. Set Date, Time, and Location of Next Meeting
 - **Wednesday, August 7th, 12:15 pm.**
Historic Courthouse, 3rd Floor, Executive Conference Room
10. Adjournment

NAPA COUNTY LAW LIBRARY BOARD OF TRUSTEE MINUTES

June 5, 2024

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

1. CALL TO ORDER:

The Law Library Trustee met in regular session on Wednesday, June 5, 2024. The meeting was called to order at 12:16 p.m. by Trustee Halstead with the following trustees present - Neil Bowman-Davis, Brian Dewitt, Jim Jones, and the Honorable Mark Boessenecker. The Honorable Victoria Wood and Commissioner Robert Stamps are excused.

2. ADOPTION OF THE AGENDA ORDER:

Motion moved by Trustee, Halstead and second by Trustee Jones to accept the agenda order.

Motion passed 4-0.

3. APPROVAL OF THE MINUTES:

Discussion and Possible Action for the Approval of the June 5, 2024, Napa County Law Library Board of Trustees meeting minutes.

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

4. PUBLIC COMMENT:

None.

5. OLD BUSINESS:

- a. Change to contract for Nikolaos to include once a month billing.
- b. One million dollars in liability insurance requirement for Nikolaos. Option to increase his pay to cover costs.
- c. Nikolaos can start in July, but he doesn't want to work until extra-help staffing is set-up in room.

5. NEW BUSINESS:

- a. Discussion to have a meeting with the County and Court regarding structure of the trust and staffing. Interest on court to divest money handling.
- b. There will be an increase in funding from the County to the Court for the Law Library in the new fiscal year. Current amount is \$15,000 total: \$12,000 to staff. The increase will be \$25,000 from County to Court, which the Board of Supervisors has approved.
- c. Proposal and discussion to have a new relationship with money between the Trust, Court, and County. Extra help staffing in contract would be through the County. Court would pay for physical materials of the Law Library, i.e., the copier. The County would pay for staff/extra help. The Trust would reside with the County.
- d. Discussion and approval to have Trustee Halstead talk to the CEO of the Court and work with accounting to update the contract for the Trust and present to the County. Trustee Halstead will inquire with the County if they are amenable to have control of the trust. If they agree, then Trustee Halstead will have conversation with court and report back to the Trustee meeting in July.

Motion moved by the Honorable Judge Boessenecker and second by Trustee, Jones to approve Trustee Halstead to have discussions with the Court and County on behalf of the Trustees regarding the contract. Motion passed 4-0.

6. TRUSTEE COMMENTS AND ANNOUNCEMENTS:

None

8. AGENDA BUILDING:

- 1) County control of trust and new contract.

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

Wednesday, August 7, 2024, at 12:15pm.

Historic Courthouse

825 Brown Street, Executive Office Conference Room

In-Person

10. ADJOURNMENT:

Meeting adjourned at 12:51 p.m.