

**Minutes of Meeting of
Imperial County Law Library Board of Trustees
Meeting Date: February 6th, 2024
Imperial County Law Library
939 W. Main Street, Lower Level
El Centro, California**

Attendance: Judge Jeffrey Jones, president, Jack Albertson, vice president, Veronica Henderson, secretary, Judge Christopher Plourd, board member and Elizabeth Lopez, staff.

Meeting called to order at 12:10 pm by: Judge Jeffrey Jones, president.

1. Review and approval of minutes from December 12th, 2023. Motion to approve by Judge Plourd, second by Jack Albertson; all in favor.
2. Information item- Fiscal Year 2023-2024. Law Library Trust Fund balance through January 31st, 2024: \$307,373.14. No action needed/taken.
 - Authorized signature list for accounts payable and warrant pick up will include the following as approved by the BOT: Maria Rhinehart, Mona Gieck, Rodolfo Quintero, Veronica Henderson and Roberta Morales.
 - Adding a seat and brief case to current Westlaw Edge would be an additional \$752.65 per month. All in favor. Staff to complete modification order on current contract. Will also inquire about the Remote Patron Access for a possible one year contract to test in the library.
 - NOLO books used by patrons need to be updated. The following books were approved for purchase: California Tenant's Rights 24th Ed., The California Landlord's Law Book Rights and Responsibilities 20th Ed., The California Landlord's Law Book Evictions 20th Ed., Every Californian's Guide to Estate Planning 4th Ed., How to Probate an estate in California 26th ed., Nolo's Essential Guide to Divorce 10th Ed., and Nolo's Essential guide to Child Custody and Support 6th Ed, for a total of \$259.93 plus taxes and shipping. All in favor.

Meeting adjourned by Judge Jeffrey Jones, president, at 12:22 p.m.

**Next meeting date set for March 5th, 2024 12:00 p.m. in the Imperial County
Law Library, 939 W. Main St., Lower Level, El Centro, CA 92243**