

**Minutes of Meeting of  
Imperial County Law Library Board of Trustees  
Meeting Date: March 5, 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, Judge Poli Flores, board member, Judge William Quan, board member and Angela Jantz, staff.

Meeting called to order at 12:00 pm by: Judge Jeffrey Jones, president.

1. Review and approval of minutes from February 6, 2024. Motion to approve by Judge Jones, second by Jack Albertson; all in favor.
2. Information item- Fiscal Year 2023-2024. Law Library Trust Fund balance through January 31<sup>st</sup>, 2024: \$307,373.14. No action needed/taken.
3. Adding Westlaw Remote Access plan for Pro Se litigants would be an additional \$1,993.50 per month for a 1-year order form. Staff to inquire about how the program works and the requirements and steps for litigants to log in.
4. Closing Law Library at 4:30pm instead of 5:00pm. Motion to approve by Judge Jones, second by Judge Quan; all in favor.
5. Form 700 deadline confirmed.

Meeting adjourned by Judge Jeffrey Jones, president, at 12:16 p.m.

**Next meeting date set for April 9, 2024, 12:00 p.m. in the Imperial County Law Library, 939 W. Main St., Lower Level, El Centro, CA 92243**