

**Minutes of Meeting of
Imperial County Law Library Board of Trustees
Meeting Date: May 5th, 2020
4:00 pm
Meeting via ZOOM
Meeting ID:356 774 0660
Password: 92243**

<https://us04web.zoom.us/j/3567740660?pwd=eEw1bzBvOXdkZWwcmJ6cTNJVkFJQT09>

Attendance: Judge Jeffrey Jones, president, Jack Albertson, vice president, Veronica Henderson, secretary/treasurer, Judge Juan Ulloa, board member and Elizabeth Lopez, staff.

Meeting called to order at 4:12 pm by: Judge Jeffrey Jones, president.

1. Review and approval of minutes from June 4th 2019. Motion to approve by Judge Ulloa. Second by Veronica Henderson.
2. Information item- Fiscal Year 2019-2020 Law Library Trust Fund balance through April 30th, 2020: \$286,916.29. No action needed/taken.

Discussion/Action

- Renewal of annual subscription of Legal Information Reference Center (NOLO online). Subscription cost for 12 months of \$1,426.00 through June 30th, 2020. Motion to renew subscription by Judge Ulloa, second by Jack Albertson. Motion passes unanimously. Clerk to submit renewal and payment.
- Proposal to purchase scanner, shredder and four headphones. Motion to purchase by Jack Albertson. Second by Veronica Henderson. Motion passes unanimously. Clerk to place order.

- Proposal to purchase TRG CA Practice Guide Privacy Law book motion to purchase by Veronica Henderson. Second by Jack Albertson. Motion passes unanimously. Clerk to place order.
- Proposal to add Westlaw Edge to current Westlaw subscription cost for month to month cost of \$1,942.47 through April 30th, 2021. Motion to add Westlaw Edge subscription by Jack Albertson, second by Veronica Henderson. Motion passes unanimously. Clerk to submit order and payment.
- Appointment of members to the Law Library Board of Trustees discussed. Judges of the Imperial County Superior Court appointed members to the Law Library Board of Trustees for the 2020 calendar. Judge Jeffrey B. Jones, Judge Juan Ulloa, Judge William Derek Quan, Veronica A. Henderson Esq. Jack A.P. Albertson was reappointed to the Library Board of Trustees by the County Board of Supervisor Chairman, Luis Plancarte on January 28th, 2020. Clerk to inquire on court's fifth seat.
- Reminder to submit California Form 700 deadline extended to June 1st, 2020 to avoid any penalty fees.

Meeting adjourned by Judge Jeffrey Jones, president, at 4:24 p.m.

Next meeting date set for June 9th, 2020 4:00 p.m. via ZOOM.