

Glenn County Law Library Board of Trustees Meeting

Meeting held: Willows Historic Courthouse

Conference Room

526 W. Sycamore Street, Willows, CA

Minutes of January 9, 2018

PRESENT: Trustees- Hon. Donald Cole Byrd, Superior Court of CA-County of Glenn, Hon. Peter B. Twede, Superior Court of CA-County of Glenn, Supervisor Keith Corum, Glenn County Board of Supervisors, Alicia Ekland, Glenn County Counsel.

Also present: Kevin Harrigan, Court Executive Officer, Superior Court of CA-County of Glenn, Liliana Chavez-Cardona, Legal Secretary to Glenn County Counsel

1. **CALL TO ORDER:** Judge Byrd called the meeting to order at 3:31 p.m.
2. **UNSCHEDULED MATTERS:** Introduction of County Counsel's new legal secretary. Alicia Ekland, Secretary to the Law Library Board of Trustees, announced she will provide a copy of the draft Minutes to the Trustees with a copy of the Agenda at the time the meeting is posted.
3. **APPROVAL OF MINUTES:** On motion of Judge Byrd, seconded by Alicia Ekland it was unanimously ordered to approve the Minutes of October 26, 2017.
4. **REGULAR AGENDA:**
Election held. On motion of Supervisor Corum, seconded by Alicia Ekland, unanimous vote to elect Judge Byrd as the Law Library Board of Trustees President, Judge Twede as the Law Library Board of Trustees Vice President, and Alicia Ekland as the Law Library Board of Trustees Secretary.
5. **REPORTS AND COMMUNICATION:**
 - a. Alicia Ekland provided details and location of Law Library Kiosk, dividers will be put in place, and recommended signage is put in place, so the public is aware the Law Library is located inside the Memorial Hall Building. Supervisor Corum recommended to place a sign inside the glass bulletin board.
 - b. Report of budget to actuals was provided by Alicia Ekland. Current Year Budget \$9,813.00; Current Year Actual \$4,747.81; Percentage of Budgeted Revenues Collected 48.38%; and Current Year Expenditures \$3,555.00. Currently, the Law Library has \$1,173.79 to spend as of 12/31/2017. Alicia Ekland reported the Law Library received \$700.00 in revenue, reduction of revenue is due to the reduction of the number of filings, court fees collected.

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c. Discussion: Judge Byrd questioned what happens if there is a decline in court filings, who will provide funding if we are in negative numbers? Alicia Ekland reported we have \$65,431.48 in our reserve. By request of Judge Byrd, Alicia Ekland is to provide a Legal Opinion, to discuss and find a solution as to what actions do the Trustees take if the money decreases.

6. **ADJOURNMENT:** Adjourned at 3:45 p.m.

Submitted by:

/Alicia Ekland/

Alicia Ekland, Secretary

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