

**Minutes of Meeting of  
Imperial County Law Library Board of Trustees  
Meeting Date: August 05, 2014  
Superior Court Conference Room, 2<sup>nd</sup> Floor**

Attendance: Judge Jeffrey Jones, Chairman; Judge Donal Donnelly, Judge Diane Altamirano, Jack Albertson, Board Member; Donna Hampton, Staff

Meeting called to order at 4:04 p.m. by Judge Jeffrey Jones, Chairman

1. Review and approval of minutes from June 10, 2014 with corrected spelling of last name of Judge Altamirano. Motion by Judge Jeffrey Jones, second by Jack Albertson. Motion passes unanimously. Minutes from July 08, 2014 reflect no quorum.
2. Law Library Year to Date Balance Sheet was presented: July 2013 – June 30, 2014, reflects a balance of \$342,175.59.

**Discussion:**

3. Relocation update – Furniture and mobile aisle system contracts have been submitted to Imperial County Board of Supervisors for approval.
4. Online contracts to be renewed- CEB and Westlaw – monthly costs for increase to four terminals were reviewed.

**5. Action:**

After discussion of Law Library computer and Internet requirement specifications among members of the Board, the following action was taken:

- A.** Contract- CDW-G: Motion by Judge Diane Altamirano, second by Judge Donal Donnelly to accept proposal for purchase and installation of four (4) computer terminals and printer/copier in the Law Library, Lower Level, at a cost of \$7886.44. Vote is unanimous.
- B.** Contract -Time Warner: Motion by Judge Diane Altamirano, second by Jack Albertson, board member, to accept proposal for Internet service to the Law Library, Lower Level, for a five year term with five static IP addresses at a monthly cost of \$134.99 with one-time installation fee of \$199.00. Vote is unanimous.

6. Other Business: For September 09, 2014 agenda: Proposed purchase of California Practice Guide -Administrative Law Adjudication and Separation of Powers from TRG
7. Judge Donal Donnelly requested a report of last year's usage of online materials be obtained by staff from providers. Information to be available for discussion at next meeting of the Board of Trustees.
  - Meeting adjourned at 4:22 p.m. by Chairman, Judge Jeffrey Jones.
  - **Next meeting date set for September 09, 2014, in the 2<sup>nd</sup> floor conference room of the El Centro Courthouse.**