

**Minutes of Meeting of
Imperial County Law Library Board of Trustees
Meeting Date: December 5th, 2017
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/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 October 10th, 2017 through November 7th, 2017. Motion to approve by Jack Albertson, second by Veronica Henderson. Motion passes unanimously.
2. Information item- Fiscal Year 2016-2017 Law Library Trust Fund balance through November 30th, 2017: \$240,337.58. No action taken.

Discussion/Action

- Renewal of annual subscription to CEB OnLAW Patron Access for one year: Subscription cost of \$1,238.67.00 through December 31, 2018. Motion to renew subscription by Judge Juan Ulloa, second by Jack Albertson. Motion passes unanimously. Contract signed by Veronica Henderson, secretary/treasurer. Library staff to send contract to CEB for renewal and payment.
- Imperial County Board of Supervisors Application for Membership to Advisory Board given to Jack Albertson for January submission.
- California Form 700- Annual Statement of Economic Interest 2017/2018 form not available as of yet. No action taken.
- Copies of annual October report of condition of Law Library Trust Fund submitted to Board of Supervisors were distributed to Board Members.
- Law Library Meeting Time Change. Item to be tabled to next meeting pending discussion with other Board Members.

Meeting adjourned by Judge Jones, president, at 4:18 p.m.

**Next meeting date set for January 9th, 2017 4:00 p.m. in the Imperial County
Law Library, 939 W. Main St., Lower Level, El Centro, CA 92243**