

**Minutes of Meeting of
Imperial County Law Library Board of Trustees
Meeting Date: December 16, 2014
Imperial County Law Library
939 W. Main Street, Lower Level
El Centro, California**

Attendance: Judge Jeffrey Jones, chairman, Tom Barrington, vice chairman, Diane Altamirano, board member, Jack Albertson, board member, Tammy Grimm, CEO, Imperial County Superior Court, Donna Hampton, staff.

Meeting called to order at 4:02 pm by Judge Jeffrey Jones, chairman.

1. Review and approval of minutes from October 7, 2014. Motion by Jack Albertson, second by Tom Barrington. Motion passes unanimously.
2. Law Library Fiscal year 2014-2015 -Year to Date Balance Sheet was presented: November 30, 2014 balance-\$281,897.10.

Discussion/Action:

- A.** Approve proposed updated Law Library Rules for patrons with item 3 (d) (request for patron information on Visitor Log) to be deleted. Motion by Diane Altamirano, second by Jack Albertson. Motion passed unanimously.
- B.** Elected Judge Poli Flores, Jr. to serve as a member of the Law Library Board of Trustees. Judge Flores designates Tammy L. Grimm, CEO of Imperial County Superior Court, as his designee to act for the judge as trustee. Tammy Grimm will assume Board position of secretary/treasurer. Motion by Diane Altamirano, second by Tom Barrington. Motion passed unanimously.
- C.** Appointment of Trustee to fill January vacancy is tabled for next Law Library Board meeting.
- D.** Approve declaration of floor shelving from vacated 2nd floor Law Library location as surplus. Authorized for Imperial County removal.

Motion by Diane Altamirano, second by Tom Barrington. Motion passed unanimously.

- E.** Approve purchase from Imperial County Superior Court, repainted, surplus shelf. Court Facilities Department to coordinate installation on west wall of Law Library. Cost not to exceed \$500.00. Motion by Diane Altamirano, second by Tom Barrington. Motion passed unanimously.
- F.** Approve renewal of annual contract with LexisNexis –CA Forms of Pleading & Practice- Set/Updates. Motion by Jack Albertson, second by Tom Barrington. Motion passed unanimously.

Other Business:

Submit names of new and returning Imperial County Law Library Board of Trustees for 2015 to Imperial County Board of Supervisors in January, 2015.

Meeting adjourned at 4:16 p.m. by Judge Jeffrey Jones, chairman

- **Next meeting date set for January 6, 2015, 4:00 p.m. in the Imperial County Law Library, 939 W. Main St., Lower Level, El Centro, CA. 92243**