

**MINUTES OF THE FEBRUARY 5, 2020, MEETING
OF THE BOARD OF TRUSTEES
OF THE NEVADA COUNTY LAW LIBRARY**

The Board of Trustees of the Nevada County Law Library (“the Trustees”) met on Wednesday, February 5, 2020, at the Law Library Conference Room at the Nevada County Courthouse. Advance electronic notice (via e-mail) was given to each Trustee. Copies of the Meeting Notice were posted on the door of the main entrance to the Courthouse, on the Court’s website, and at the Law Library of the Nevada County Courthouse.

The meeting was called to order at 12:10 p.m. by Helen Cavanaugh, President

1. Roll Call:

2. Trustees present:

Helen Cavanaugh, Family Law Facilitator; President
Hon. B. Scott Thomsen
Hon. Robert Tice-Raskin
Jeff Guyton, Attorney
Dee Murphy, Paralegal
Angela Bradrick, Secretary
Jeannie Wood, Law Librarian

Trustees absent:

Jason Galkin, Court Executive Officer; Treasurer

3. Approval of Meeting Minutes: January 8, 2020, minutes were approved and passed. (Judge Tice-Raskin, 1st; A. Bradrick, 2nd.) J. Guyton abstained. (Judge S. Thomsen was not present for this vote)
4. Financial Report: The Board reviewed the financial report. There is a discrepancy between the County trial balance (\$105,259.73) and the Law Library trust fund balance (\$104,151.11) of \$1,108.62 in the Law Library’s favor. Jeannie shared that in researching the possible cause of this discrepancy with Accounting, the difference might have been due to the fact that there are still outstanding checks that have not cleared the County bank, while the Law Library has been recording all expenses as amounts spent. Furthermore, the Law Library has no control over when our vendors cash their checks. Accounting will print out the Law Library check register from the County to see if we might be able to reconcile in that manner.
5. Law Library Report: (a) Election of 2020 officers: Helen Cavanaugh, President; Jeff Guyton, Vice President; Jason Galkin, Treasurer; and Angela Bradrick, Secretary. (H. Cavanaugh, 1st; A. Bradrick, 2nd.)
6. Self-Help Center and Law Library Outreach Statistics: Helen reported on the number of patrons served in the Law Library/Self-Help Center. There was a recent study done by the California State Bar Association showing that the “justice gap” is widening and that there is an increase in number of people being served at the Court’s Self-Help centers. Locally, Area 4 for the Agency on Aging is seeking a service provider who is able to accept funding to provide advocacy for elders, regardless of income. Our Self-Help Center already provides information and resources, but we are prohibited from providing direct advocacy. With the closure of Community Legal, there is no legal aid provided in the county except the Self-Help Center. Helen to report back as new developments in this area develop.
7. Trust Balance: **\$104,151.11**
8. Agenda Items for Meeting on March 11, 2020: Follow-up on Agency 4 funding.
9. Adjournment: With no further business to discuss, the meeting was adjourned at 12:30 p.m.

Dated: March 11, 2020

Jeannie Wood