

**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF THE VENTURA COUNTY LAW LIBRARY
HELD NOVEMBER 24, 2014.**

A regular meeting was held on Monday, November 24, 2014, at 12:15 p.m. in the Law Library. Present were board members Mr. Coit, Mr. Comis, Mr. Smith and Mr. Woodward, as well as Library Director Dolly Moehrle. Judge Liebmann and Ms. Rodriguez were absent.

There was no public comment at this time.

After discussion and on motion duly seconded, it was resolved that:

The minutes of the meeting held October 27, 2014 are approved and a copy is attached herewith;

The amended financial statement for A.P. 3 was approved, and the financial statement for A.P. 4 was approved, and copies are attached herewith;

The library was approved to begin contracting with payroll company Paychex, beginning January 1, 2015;

The 2015 holiday closure schedule was approved and copies are attached herewith.

The director reported on the successful installation of the new telephone system and new staff chairs. In March 2015 the director will be attending the American Association of Law Libraries' Management Institute in Chicago, with the goal of receiving training on the strategic planning process for law libraries.

Due to scheduling conflicts with the December date, the next regular Board meeting will be held on Monday, January 26, 2015. There being no further business the meeting was adjourned at 12:45p.m.

Dolly Moehrle
Secretary