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## **MINUTES OF THE SPECIAL MEETING OF THE BOARD OF TRUSTEES OF THE VENTURA COUNTY LAW LIBRARY HELD FEBRUARY 7, 2018.**

A special meeting was held on Thursday, February 7, 2018, at 12:15 p.m. in the Law Library. Present were Board members Mr. Smith, Mr Coit, Judge Liebmann, Ms. Rodriguez, and Mr. Woodward. Mr Comis was absent. Also present were Library Director Dolly Knight, Library Technician III Victoria Collie, and Jane Meyer. The meeting was called to order at 12:20 p.m..

There was no public comment.

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

Item 2, the minutes for the February 1, 2018 meeting, were approved and a copy is attached herewith;

Item 4, the Board agreed to appoint Victoria Collie as the Acting Director, and add Jane Meyer as a consultant, both at a rate of \$26 an hour, for three months with an option to extend for a fourth month;

Item 3, the board requested the Library Director continue advertising the position, with Jane Meyer and Mr. Woodward to begin a review of resumes in March.

The Director reported that she continues to work on a procedure manual for her position as well as a draft of the 18-19 FY budget. Her final day is set at February 23.

Mr. Woodward provided Board comments on the financial markets.

The next regular meeting is set for Thursday, February 22, 2018, at 12:15 in the Law Library. There being no further business, the meeting was adjourned at 1:15.

Dolly M. Knight  
Secretary