

**Napa County Law Library Board
of
Trustees Meeting Agenda**

Historic Courthouse
825 Brown Street
Third Floor Administrative Conference Room
Wednesday, May 8, 2024; **Special Meeting**
12:00 PM

Trustees

Hon. Mark Boessenecker
Neil Bowman-Davis
Brian Dewitt
James Jones
Anthony Halstead
Hon. Victoria Wood
Commissioner Robert
Stamps

1. Call to Order: Marked Attendees as present or absent
2. Adoption of Agenda Order
3. Approval of the Minutes
 - a. Discussion and Possible Action for the Approval of the February 2024 Napa County Law Library Board of Trustees meeting minutes.
4. Public Comment
5. Old Business
 - a. None
6. New Business
 - a. Providing temporary public service (Action Item)
 - b. Michael Blend resignation, card & plaque (Action Item)
 - c. Review scope and terms of contract with Nikolaos Pelekis (Possible (action item)
 - d. Quarterly Financial Report
7. Trustee Comments and Announcements
8. Agenda Building
9. Set Date, Time, and Location of Next Meeting
 - **Wednesday, June 5th, 12:15 pm.**
Historic Courthouse, 3rd Floor, Executive Conference Room
10. Adjournment

NAPA COUNTY LAW LIBRARY BOARD OF TRUSTEE MINUTES

February 7, 2024

[All votes will be acknowledged by attendee's present]

1. CALL TO ORDER:

The Law Library Trustee met in regular session on Wednesday, February 7, 2024. The meeting was called to order at 12:18 p.m. by Trustee Halstead with the following trustees present - Neil Bowman-Davis, Brian Dewitt, Jim Jones, and the Honorable Victoria Wood. The Honorable Mark Boessenecker is excused.

2. ADOPTION OF THE AGENDA ORDER:

Motion moved by Trustee, Halstead and second by the Honorable Victoria Wood to accept the agenda order.

Motion passed 4-0.

3. APPROVAL OF THE MINUTES:

Discussion and Possible Action for the Approval of the January 10, 2024, Napa County Law Library Board of Trustees meeting minutes.

Motion moved by the Honorable Victoria Wood and seconded by Trustee, Brian Dewitt to approve the minutes. Motion passed 4-0.

4. PUBLIC COMMENT:

Michael Blend comments on the copier and how he is happy with the Smile maintenance.

OLD BUSINESS:

- a. Smiles copier maintenance lease approved for renewal for another (6) six months.

Motion moved by the Honorable Victoria Wood and second by Trustee, Anthony Halstead to continue lease for another six months. Motion passed 4-0.

5. NEW BUSINESS:

- a. New judicial members of the board are as follows:
- The Honorable Mark Boessenecker will continue to serve, and the Honorable Victoria Wood will be his proxy.
 - The Honorable Elia Ortiz will continue to ser, with Brian Dewitt continuing as her proxy.
 - The Honorable Joseph Solga will become a board member with Commissioner Robert Stamps starting as his proxy.
 - The Honorable Cynthia Smith will become a board member with Neil Bowman-Davis serving as her proxy.

Motion moved by the Honorable Victoria Wood and second by Trustee, Anthony Halstead to approve the new judicial members of the board. Motion passed 4-0.

- b. The Quarterly Financial Report thru December was presented by the Court's CFO, Kevin Zeigler. Civil filing fees have increased along with an increase of \$2,000 a month in fees for auto-renewals.
- c. Trustee Anthony Halstead met with Silva regarding the contract for administrative oversight of the Napa County Law Library. Nikolaos feels he should be an independent contractor with Napa Law Library. His proposal to the County and the Law Library is as follows:
- Independent 1 year "at will" contract w/ Napa Law Library Trust & Nikolaos
 - \$16 hr. in person/ 15 hours remote
 - \$35 hr. in person/\$1085 mo for independent contract
 - Number of hours would be Nikolaos" own choice and not dictated by Napa Law Library Trust
 - Contract #2 would, be with County to provide staff w/hours, extra-help, 20 hrs. a week, \$300 a mo., and include sick-leave
 - Napa Law Library contract would include item to buy materials, ie. books
 - Nikolaos does not see his position as long-term and only temporary until Law Library is up and running.
 - \$49,380 is the total for both Nikolaos and part-time staff

Trustee Anthony Halstead proposes that the County increases their annual contribution from \$15,000 to \$25,000. \$12,000 to \$23,000 would be allotted for new staff. Rest of monies would come out of Trust reserve to cover costs. Three part-process with three (3)

separate contracts. Associate Librarian we pay \$34.00 per hour. Protection would be written into agreement w/ Nikolaos:

- Nikolaos in no-way would work in conflict with the duties and obligations of the Napa Law Library

Discussion and approval to have Silva move forward with an independent contract with Nikolaos Pelekis.

Motion moved by the Honorable Victoria Wood and second by Trustee, Anthony Halstead to move forward with independent contract with Nikolaos Pelekis. and the Napa County Law Library Motion passed 4-0. 1 abstain.

- d. County Contract with the Napa Law Library is tabled and put on hold. Recruitment for associates/ extra help will be done in March.

6. TRUSTEE COMMENTS AND ANNOUNCEMENTS:

Trustees Jim Jones and Anthony Halstead have been reappointed to the Napa County Law Library Trust.

8. AGENDA BUILDING:

- 1) Continued work on contract.

9. SET DATE, TIME, AND PLACE OF NEXT MEETING:

Wednesday, June 5, 2024, at 12:15pm.

Historic Courthouse

825 Brown Street, Executive Office Conference Room

In-Person

10. ADJOURNMENT:

Meeting adjourned at 1:05 p.m.