



Orange County Public Law Library

515 North Flower Street
Santa Ana, CA 92703-2354
(714) 338-6790
www.ocpll.org

Brendan E. Starkey
Director

Hon. William Claster, President
Sup. Katrina Foley
Hon. Robert A. Knox
Sherry L. Leysen, Esq.
Hon. Elizabeth G. Macias
Hon. Glenn R. Salter

NOTICE OF MEETING

Please be advised that the Board of Trustees and staff of the Orange County Public Law Library will meet at County Administration North, 400 W. Civic Center Dr, Santa Ana, CA 92701, 6th Floor, Conference Room B, on Thursday, December 8, 2022 at 12:15 p.m.

Agenda

- I. Discuss Informative Matters
- II. Consent Calendar: Set Meeting Dates
- III. Consider Special Holiday Hours
- IV. Elect 2023 Officers
- V. Employee Service Recognition
- VI. Comments from Trustees and Staff
- VII. Public Comment per Government Code § 54954.3

Supporting documentation is available for review in the Law Library Administrative Offices, Monday-Friday, 8 a.m.- 5 p.m., except where exempt from disclosure.

Those requiring accommodations under the Americans with Disabilities Act should contact the Law Library Administrative Offices at least 24 hours prior to the meeting at (714) 338-6803. Later requests will be accommodated to the extent feasible.

Agenda II

Consent Calendar

A. Set December Meeting Date

Of the potential dates considered by the board for a joint meeting of the Board of Trustees and library staff, December 8 at 12:15 p.m. appears to be the best.

B. Set 2023 Meeting Dates

The board has established the third Tuesday of each month as the regular meeting date. In 2023 the meeting dates would be:

January 17

February 21

March 21

April 18

May 16

June 20

July no meeting

August 15

September 19

October 17

November 21

December date to be determined for joint board-staff meeting

Agenda III

Consider Special Holiday Hours

The number of patrons using the library during the last two weeks of December drops substantially every year. Staff request approval of special holiday hours of 8 a.m.-5 p.m. for December 22, 27, 28, and 29, closing one hour earlier than the usual 6 p.m. This will allow a single shift of staff to cover operations on those days. The library will be closed altogether on December 23-26 and December 30-January 2

Mon. 12/19	Tues. 12/20	Wed. 12/21	Thurs. 12/22	Fri. 12/23
8 a.m. – 6 p.m.	8 a.m. – 6 p.m.	8 a.m. – 6 p.m.	8 a.m. – 5 p.m.	Closed

Mon. 12/26	Tues. 12/27	Wed. 12/28	Thurs. 12/29	Fri. 12/30
Close	8 a.m. – 5 p.m.	8 a.m. – 5 p.m.	8 a.m. – 5 p.m.	Closed

This request is for 2022 only. The board has made similar adjustments in previous years.

Action required: motion to set 5 p.m. closing time on December 22, 27, 28, and 29.

Staff recommendation: approve.

Agenda IV

Elect 2023 Officers

The slate of candidates for nomination as officers for 2023 is:

President	Sherry L. Leysen, Esq.
Vice President	Hon. Robert A. Knox
Secretary	Hon. Glenn R. Salter

Action required: motion to elect 2023 officers.