MINUTES OF REGULARLY SCHEDULED MEETING
RIVERSIDE COUNTY BOARD OF LAW LIBRARY TRUSTEES
November 1, 2013

PRESENT
Hon. Michele Levine, President
Robert Dunn, Esq. Vice-President
Hon. Charlie Field
W.W. (Bud) Miller
Joseph Peter Myers, Esq.
Hon. Gloria Trask
Victoria Williamson, Secretary/Librarian

GUEST
John Boyd, Esq.

ABSENT
Hon. Irma Asberry

I. CALL TO ORDER
The regularly scheduled monthly meeting of the Riverside County Board of Law Library Trustees was called to order by Judge Levine at 3:50 pm.

II. REGULAR SESSION
A. Acceptance of Agenda
It was moved by Judge Trask seconded by Bud Miller, and unanimously voted upon to accept the Agenda for the November 1, 2013 meeting.

B. Minutes of October 4, 2013 Meeting
It was moved by Judge Trask, seconded by Bud Miller, and voted upon to approve the Minutes of the October 4, 2013 meeting.

C. Director's Report
1. Pre-negotiation meeting with SEIU Local 721
   Wendy Thomas has drafted a proposed MOU that mimics the County's MOU including among others a 3-year term, add premium bilingual pay and higher education incentive pay, a 9-step salary range merit increase, and no general wage increases during the term of the MOU.

2. Staff
   Beverly Chavira is on disability from 9/19 thru 10/30 and will continue to be off work through November 22nd.

   I attended the County’s Disciplinary Process class. Also attended the CCPLL Fall 2013 Meeting in San Jose, met the directors from other county law libraries and talked about what’s happening at their libraries. Highlights from the meeting includes talks about CCPLL working on its own to propose legislation to solve funding issues of county law libraries.

3. Programs
   - Held in October:
     5 Family Law Workshops w/ 79 attendees; 1 small claims clinic w/ 5 attendees; 3 Legal Research 101 Series class (Riverside (9), Indio (5), Temecula (5) attendees); 8 Proctored Exams; and 1 library tour for UCR ext. class.

   - Table sponsor at ICAP’s 2nd Annual Conference
     The law library will have a table at that the Inland Counties Association of Paralegals’ Annual Conference on Saturday (Oct. 5). We’ve been invited to participate and speak about our programs and services.
D. **Motion to authorize Judge Levine to sign a 5-year lease extension with Provident Bank**
   It was moved by Bob Dunn, seconded by Bud Miller, voted upon, and motion carried.

E. **Motion to accept Financial Report for October 2013**
   It was moved by Bob Dunn, seconded by Joe Myers, voted upon, and motion carried.

**III. CLOSED SESSION**
At 3:50 p.m., Judge Levine announced that the Board would go into Closed Session for:

A. **Conference with Real Property Negotiators.**
   Judge Levine will find out if the County can provide some numbers for repairs and
   maintenance costs for the law library building and be clearly spelled out in the transfer
   agreement. She will also get clarification on the bond financing situation. Victoria will
   follow up with the County regarding the prelim. title report on the 3535 Tenth Street
   property.

B. **Reconvene to Open Session**
   At 4:30 pm, Judge Levine reconvened with nothing to report to open session.

**IV. ADJOURNMENT / NEXT MEETING**
The next regularly scheduled meeting of the Board of Law Library Trustees on Friday,
December 6, 2013 at 3:30 pm. There being no further business to come before the Board,
the general meeting was adjourned at 5:00 pm.

**MINUTES:**

[Signature]
Victoria Williamson, Secretary
Riverside County Board of
Law Library Trustees

**APPROVED:**

[Signature]
Judge-Michele Levine, President
Riverside County Board of
Law Library Trustees