

**MINUTES OF REGULARLY SCHEDULED MEETING
RIVERSIDE COUNTY BOARD OF LAW LIBRARY TRUSTEES
September 2, 2016**

PRESENT

Hon. Michele Levine, President
Robert Dunn, Esq. Vice-President
W.W. (Bud) Miller
Joe Peter Myers, Esq.
Hon. Irma Asberry
Hon. L. Jackson Lucky IV
Victoria Williamson, Secretary/Librarian

ABSENT

Hon. Gloria Trask

I. CALL TO ORDER

The regularly scheduled meeting of the Riverside County Board of Law Library Trustees was called to order by Vice President Robert Dunn at 12:31 pm.

II. PUBLIC COMMENT

Ms. Ellis commented that the decision to turn the law library parking lot into a permit-only parking violates the Brown Act because it was not well publicized. She asked where the parking revenue is going. She said that it is unfair for patrons who go to the library to do research to have to find other places to park and pay. She thinks that cars without parking permit should be cited instead of towed. She commented about needing more computers in the library on Saturdays.

Ms. Valentine asked about the charges for requesting a book on "International Judicial Assistance" which the law library does not have in their collection.

III. REGULAR SESSION

A. Acceptance of September 2, 2016 Meeting Agenda

It was moved by Judge Asberry, seconded by Joe Myers, and unanimously voted upon to accept the agenda for the September 2, 2016 meeting.

B. Minutes of August 5, 2016 Regular Meeting

Approval of the August 5, 2016 regular meeting minutes was moved by Bud Miller, seconded by Robert Dunn, voted upon and motion carried. Judge Lucky and Joe Myers abstained.

C. Adoption of the Personnel Manual

Copies of the Personnel Manual (Sept. 2016) were distributed at the meeting. President Levine happily reported that the Personnel Manual was finally completed. Judge Asberry moved that the establishment and approval of the Personnel Manual be tabled for next month's meeting to give trustees time to review and give their comments and suggestions. Bud Miller seconded the motion. It was voted upon and motion carries.

D. Motion to ratify the Call-Out Towing Authorization Agreement w/ Brother's Towing

It was moved by Bud Miller, seconded by Robert Dunn, voted upon and motion carries, nunc pro tunc to July 5, 2016.

E. Director's Report

Victoria reported on some of the program sessions she attended during the AALL Annual Conference in Chicago including the session on "Legal workspaces of the future" and lawyers in the library program. The program materials and handouts are available on the AALL website. She also reported on the programs held during the CCCLL Fall Meeting in Sacramento including a presentation on Koha, an open source ILS and Ravel Law.

New employees, Laura Whyte started in Indio and Yvette Patino in Riverside. Another part-time library assistant position is open to cover the hours that Olga and Willa are not able to work. Two new interns will be starting the 2nd week of September.

F. Parking Enforcement

Currently, parking enforcement is handled by staff only to the extent of calling the towing company to tow a car parked on a reserved spot. The Board does not expect staff to proactively go out and monitor the lot. The possibility of selling hourly or daily permits was discussed and it was pointed out the staff time required to monitor, enforce and administer the hourly or daily permits would be counter-productive.

G. Library Patron Survey

The law library will conduct an online survey. A link to the online survey will be available on the library's website and printed copies of the survey will be available in the library for patrons/visitors to fill out. The survey will run from Sept. 5-16.

H. Acceptance of the August 2016 Financial Reports

Acceptance of the August 2016 Financial Reports was moved by Judge Asberry, seconded by Robert Dunn, voted upon and motion carried.

IV. Closed Session

Judge Levine announced that the Board will go into closed session with respect to every item of business discussed pursuant to: Govt. Code §54957(b)(1)

Govt. Code §54954.5(f)

A. Govt. Code §54957(b)(1) – Public Employee Release

B. Govt. Code §54954.5(f) - Conference with Labor Negotiator


Negotiator: Victoria Williamson; Parties: Law Library and SEIU Local 721.


C. Reconvene to Open Session

At 1:50pm Judge Levine reconvene to open session with no action taken in closed session and nothing to report.

V. ADJOURNMENT / NEXT MEETING

The next scheduled meeting of the Board of Law Library Trustees on Friday, September 2, 2016 at 12:00 pm. There being no further business to come before the Board, the general meeting was adjourned at 1: 57pm.

MINUTES: 
Victoria Williamson, Secretary
Riverside County Board of
Law Library Trustees

APPROVED: 
Hon. Michele D. Levine, President
Riverside County Board of
Law Library Trustees