

**MINUTES OF REGULARLY SCHEDULED MEETING
RIVERSIDE COUNTY BOARD OF LAW LIBRARY TRUSTEES
September 6, 2019**

PRESENT

Hon. Michele Levine, President
Robert Dunn, Vice President
Hon. Irma Asberry
Hon. Gloria Trask
Hon. Jack Lucky
Joseph Peter Myers, Esq.
John Boyd, Esq.
Victoria Williamson, Secretary

GUEST

Marty Greenwood

I. CALL TO ORDER

A quorum being present, the regularly scheduled meeting of the Riverside County Board of Law Library Trustees, was called to order by President Michele Levine at 12:17 pm.

II. PUBLIC COMMENT

Mr. Brown commented about a few of his concerns which are listed in the minutes. He had a spirited conversation about them with the Director which is interesting, informative and extremely nice. He said that he is concerned about the homeless, about the materials that are being locked up, the books that are thrown away, they can't get into the trash bins to get the books. He wants the Library to sell these books first or give them to colleges or universities before putting them in the trash. He talked about computers for those who are in the library to learn, getting extra computers, and donating \$200. He appreciated that the library is looking into what can be done for improvement and that he is satisfied, at this point.

Judge Levine thanked Mr. Brown for sharing his experiences about the library.

III. REGULAR SESSION

A. Acceptance of September 6, 2019 Meeting Agenda

It was moved by Judge Asberry, seconded by Judge Lucky and was affirmatively voted upon to accept the agenda for the September 6, 2019 meeting.

B. Approval of the Minutes of August 9, 2019 Regular Meeting.

It was moved by Judge Lucky, seconded by Robert Dunn, was affirmatively voted upon to approve the August 9, 2019 meeting minutes. Judge Trask, Joseph Peter Myers and John Boyd abstained.

C. Director's Report

- August Programs: 3 Family Law workshops had 34 attendees. ICLS Consumer Debt Clinic held on August 14 had 2 attendees. IELLA Legal Aid Clinic held on August 20 had 13 attendees. Civil Appeals Workshop held on August 22 had 10 attendees. Library tour held on August 6 for the Grand Jury had 17 attendees. The library tour held on August 7 for the UCR paralegal program had 5 students in attendance. Lawyer in the Library program held on August 8 in Indio had 5 attendees out of the 9 individuals who pre-registered. The Probate Clinic held on August 9 in Indio had 3 attendees.
- Mahum did a presentation at the Temecula Legal Scholars Program on August 7 and had 16 students in attendance. New fulltime library assistant, Michael Van Aken will start on Tuesday, September 10.
- We are currently withdrawing & discarding several items in our collection of superseded materials that are in the compact shelves. These are obsolete secondary, California practitioners' subject-specific publications (CEB & Thomson Reuters loose-leaf titles). We are also looking into getting rid of our bound legal periodicals, out-of-state case reporters and annotated codes.
- We received notice from PERB that SEIU withdrew its unfair practice charge against the library and the case is closed.
- The power outage that occurred in Indio on July 29 caused the firewall and WiFi server to fail. It failed due to the electrical spike despite the surge protectors that were in place. The surge protectors and firewall have been replaced and new wireless access points were installed.

July 2019
D. Acceptance of June 2019 Financial Report

It was moved by John Boyd, seconded by Joseph Peter Myers, was affirmatively voted upon to accept the financial report for June 2019.

July 2019
E. Library Cosmetic Remodel Project

Marty provided the board with a quick overview of the hazardous reports on the building and his recommendation on how to approach the remodeling of the library without triggering costly seismic, Title 24, and ADA upgrades. He suggested to do a phase-in approach which might require multiple permits and might take longer to complete the remodel but will avoid incurring expensive major upgrades. He suggested having an Architect do the schematic design which will help define all the work, identify the scopes of work that require permits versus maintenance work, i.e. like-kind replacements. The schematic design from the Architect will help in departmentalizing the work and determine phasing and the timelines for each phase. An example of phasing would be; phase 1 to remodel and make the restrooms ADA compliant; phase 2 to rework and relocate the front door entrance and rework the stairways to the mezzanine and make them ADA compliant; and phase 3 would be to add conference rooms.

Judge Levine proposed to have a Building Committee meeting to discuss and get the proposals together to be presented to the Board. The Building Committee is composed of Judge Levine, Judge Trask and Judge Lucky. Victoria will arrange the building committee meeting in the next two weeks and a Board Meeting in mid-November to discuss the budget and proposals for the library remodel.

IV. CLOSED SESSION:

- A.** At 1:30 pm President Michele Levine announced that the Board will go into closed session with respect to the item of business discussed pursuant to:
- Cal. Govt. Code §54957 (b) – Public Employee Performance Evaluation – Director
- B.** At 1:54 pm President Michele Levine reconvene to open session with nothing to report.

V. ADJOURNMENT / NEXT MEETING

The next scheduled meeting of the Board of Law Library Trustees will be on Friday, October 4, 2019 at 12:00 noon. There being no further business to come before the Board, the general meeting was adjourned at 2:02 pm.

MINUTES:

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

APPROVED:

Robert Dunn
Robert Dunn, Vice-President
Riverside County Board of
Law Library Trustees