

**MINUTES OF REGULARLY SCHEDULED MEETING
RIVERSIDE COUNTY BOARD OF LAW LIBRARY TRUSTEES
July 8, 2022**

PRESENT

Hon. Jackson Lucky, President
Hon. Jacqueline Jackson, Vice President
Hon. Cheryl Murphy
Hon. Harold Hopp
Hon. Kira Klatchko
Joseph Peter Myers, Esq.
John Boyd, Esq.
Victoria Williamson, Secretary

I. CALL TO ORDER

A quorum being present, the regularly scheduled teleconference meeting of the Riverside County Board of Law Library Trustees was called to order by President Lucky at 12:05 pm.

II. PUBLIC COMMENT

None.

III. REGULAR SESSION

A. Adoption of Resolution 2022-07-08 – Authorizing Remote Teleconference Meeting

It was moved by Judge Hopp, seconded by Judge Murphy, unanimously and affirmatively voted upon, and motion carried.

B. Acceptance of July 8, 2022 Meeting Agenda

It was moved by Judge Jackson, seconded by Joseph Peter Myers, unanimously and affirmatively voted upon, and motion carried.

C. Approval of the Minutes of June 3, 2022 Regular Meeting

It was moved by Judge Klatchko, seconded by Judge Jackson, affirmatively voted upon, and motion carried. Judge Murphy and Joseph Peter Myers abstained.

D. Conflict of Interest Code Biennial Notice for Amendments

A copy of the RCLL Conflict of Interest Code as amended in 2014 and approved by the County Board of Supervisors was provided to the Board. President Lucky stated that this is an item that the Board may want to review and consider if an amendment is necessary.

Judge Klatchko stated that there may have been some changes in the law since the last time the library's Conflict of Interest Code was amended and suggested someone from BBK can review it to see if it needs to be amended. Judge Jackson suggested checking with County Counsel if this is something they can do for the library.

President Lucky will reach out to Alex Fong or with the new County Counsel. Victoria will check with the Library's Counsel, Brad Neufeld, if this is something he can do for the library. [will follow-up at next month's meeting]

E. CCCLL Mutual Aid Capacity Building Grant Fund Donation

President Lucky briefly described what the CCCLL Mutual Aid Grant fund is about and stated that it is a way for larger county law libraries to contribute to the fund that is intended to help the smaller county law libraries enhance their resources. The grant is funded entirely by donations from more stable county law libraries who are able and willing to donate a portion of the supplemental fund they received from the State.

Victoria stated that CCCLL continually advocates for ongoing state funding for county law libraries and the grant fund is one way to support its efforts of providing statewide access to justice and legal information resources.

John Boyd moved to make a one-time donation of \$9000 to the CCCLL Mutual Aid Capacity Building Fund, seconded by Judge Hopp, affirmatively voted upon unanimously, and motion carried.

F. Director's Report

A written report was provided to the Board which include a copy of the June 2022 Staff Monthly Briefing. Victoria stated that she has started including in the report monthly statistics, in addition to the remote usage of legal databases, the number of patron visits, in-house use of materials in the library, and collection statistics. These are statistics included in the Annual Report and the Public Library Survey that is submitted to the State every October.

A soft reopening of the main library is targeted for mid-July or first week in August. The only thing that is holding up the reopening is the delay in completing the retrofitting of the compact shelves and installing the new end panels. Victoria asked the Board's thoughts about holding a grand reopening of the library at a later date, after the soft reopening.

President Lucky stated that the law library doesn't seem to have a lot of engagement with the Bar, the law library services and resources are underutilized, and that a grand reopening event would be a good opportunity to build or strengthen engagement and collaboration with the legal community. If the library holds a grand reopening, it will have this opportunity to coordinate with RCBA, and affinity bars to hold MCLE seminars to attract lawyers from small firms. The library has not reached out to the Bar recently in a way that generate support and enthusiasm towards the library and possibly raise money for its building fund. It might be nice to have a grand reopening with the RCBA, get sponsors from private law firms and legal service providers. The library might be able to get sponsorship dollars and get people in the door and generate interest and support for the library. February would be a good time to get participation in MCLE events, like the MCLE marathons that RCBA holds. Classes in ethics, bias, and competency subjects are popular topics that can get people to come to the library on a regular basis.

John Boyd suggested that the Board get a speaker from the courts, like the Supreme Court, as was done in the past. Maybe wait until the first of the year to have more lead time. He suggested that perhaps Judge Hopp or Judge Klatchko can reach out to the justices. Justice Richard T. Fields and Justice Ramirez were suggested.

Judge Klatchko stated that it's been difficult to get speakers, people are more reluctant to commit because of COVID. The Inns of Court, had difficulty raising money to support the bar proposal regarding the non-lawyer which has fallen apart.

John suggested to have a Steering Committee including Judge Jackson, Judge Lucky and Judge Hopp to get speaker(s) for the event to be held in late February to give more lead time. The judges will approach potential speakers and get a date in January and try to identify what date in January that is bad.

G. Construction Project Update

The City Fire and Billing inspector both have approved the temporary certificate of occupancy, allowing the library to reopen to the public. The only thing holding up the reopening is the work on the compact shelves. McMurray & Stern started the retrofitting of the compact shelves on June 29 and expected to complete the following week. They

are putting a standard control unit because the digital model is still on back-order. They will come back and replace it with the digital control unit once it arrives.

H. Library Building's Fire Alarm Monitoring System Upgrade

Tilden-Coil expects the design work plan for the fire alarm system upgrade from IMEG the week of June 29th and will have the pricing to present to the Board at the August meeting.

I. Acceptance of May 2022 Financial Report

Judge Hopp made a motion to accept the May 2022 financial report, seconded by Judge Murphy, affirmatively voted upon unanimously, and motion carried.

J. Acceptance of FY 2022-2023 Budget

Judge Hopp made a motion to accept the FY 2022-2023 Budget, seconded by Judge Murphy, affirmatively voted upon unanimously, and motion carried

K. Pre-Funding OPEB and/or Retirement Benefits


President Lucky pointed out that the library has \$500k surplus and part of it can be used to make contribution to an OPEB/Retirement fund. The Library can make one time contribution or periodic contribution and one of the providers that had presented to the Board would manage the fund. By pre-funding, the Board can let the money in the fund grow, there will be money to pay for OPEB/Pension benefits later and diminish its OPEB/Pension obligation.


President Lucky suggested that since the library has this one-time money and there is no guarantee that it will get supplemental funding from the state, it is not a bad idea to use this one-time money and keep the Board's promises to its employees and plan for a rainy day.

The Board agreed to table this item for next month's meeting and decide how much to contribute. CalPERS will be invited to attend the next meeting to get a better idea of how much contribution to make to pre-fund the OPEB/pension.

IV. ADJOURNMENT / NEXT MEETING

There being no further business to come before the Board, the general meeting was adjourned at 1:07 p.m. Next regular meeting is scheduled for Friday, August 5, 2022 at noon.

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

APPROVED: 
Hon. Jackson Lucky, President
Riverside County Board of Law Library Trustees