

**MINUTES OF REGULARLY SCHEDULED MEETING
RIVERSIDE COUNTY BOARD OF LAW LIBRARY TRUSTEES
November 10, 2022**

PRESENT

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

ABSENT

Hon. Harold Hopp

GUESTS

Kandice Attridge
Ryan Kahrs

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 12:17 pm.

II. PUBLIC COMMENT

None.

III. REGULAR SESSION

A. Adoption of Resolution 2022-11-10 Authorizing Remote Teleconference Meeting

It was moved by Judge Klatchko, seconded by John Boyd, unanimously and affirmatively voted upon, and motion carried.

B. Acceptance of November 10, 2022 Meeting Agenda

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

C. Approval of the Minutes of October 7, 2022 Regular Meeting

It was moved by Judge Jackson, seconded by John Boyd, affirmatively voted upon, and motion carried. Judge Klatchko abstained.

D. Director's Report

A written report was provided to the Board which include a copy of the October 2022 Staff Monthly Briefing. Director mentioned the two latest amendments to the Brown Act: AB 2449 and SB 1100 and a copy of the new laws was provided to the Board members.

Judge Lucky encouraged that everyone should read the new laws. No need for a decision to be made until February. The board will need to have a resolution by January,

No need to make a decision until February. We need to have a resolution by January. January election. Victoria will look into the expiring term. Add that to the agenda for the December meeting. Make sure to contact Virginia in the Courts. The Court wait for us to jumpstart.

E. Construction Project Update

Kandice provided a historical background relating to the ductwork assessment proposal and suggested that the Board not accept the proposal. She stated that the original report, TCC used to assess the scope of work for the project had a lot of proposed scope in it such as identify what is the highest priority, the HVAC, just in-kind replacement of the HVAC unit, and what is visible appears to be in good condition. What else was investigated goes back in 1971 which shows that the system is not in the best shape but

what was said is that the library will get a better system than what it currently has. The reason for not replacing the ductwork is it will trigger additional code upgrades such as ADA upgrade of restrooms and it goes on and on. Back in 2016, some of the cost-estimates didn't seem to fit with what the library budget was. Kandice spoke to the mechanical contractor and stated that at some point the Board may need to do the ductwork. What happens is if the assessment shows that the ductwork is not good, you will have to replace it. You'll have to pull the ceilings and once you do that it will trigger upgrades in the million-dollar range. Keep in mind the magnitude of the scope of work. It is not just \$40k. What Ryan is going to share is another solution that relate to controls issues. The airflow in the building is much better than it was, the air balancing is done, the duct cleaning and the airflow blockages were cleared, and a lot of dampers were replaced. The building is getting airflow but some air are escaping because of the ductwork. When the Board is ready to replace ductwork, the cost will be a lot more than the \$40k.

In response to the Board's question of whether TCC recommends to not even do the assessment at this point and save it for another day, Kandice stated: We know we need to replace the ductwork, know that you have a lot of work to do not just the ductwork. What assessment will do is look for where in the ductwork, air is being lost, what rows is really the location where it is in poorest shape and then ask what are you going to do with that information. It is almost like when we did all these, we sat for 5 or 6 years to determine what the scope of the project. There is a lot that gets triggered when you do a remodel. When you do the ductwork, the dollar value goes up and it becomes a bigger project. When you fix the ductwork now, it becomes larger. Not that it is bad. Why we didn't replace this ductwork in the beginning is because it was not what we narrowed down and what's best to do. If you do want to replace the ductwork, it is needless to spend money on the assessment.

Ryan suggested to get a third-party commissioning agent to look into the controls, air balance, and tell us where the issues are in the operating system. He talked to FMS and was told that some controls may not have been done. He suggested to bring in a new controls company. The commissioning agent will be able to identify the issue. Ryan will put a proposal together and send to Victoria for the Board to review. The HVAC commissioning agent process does not involve doing a full ductwork assessment, it will be doing a like for like unit replacement, determine what is not included. If it is a controls issue and if the contractor didn't do it right, the contractor will have to fix it. Ryan will reach out to a company to do a commissioning agent proposal.

John Boyd asked if doing the \$40k full-blown ductwork assessment is not the best route to go.

Kandice said that she spoke to the mechanical contractor and he came up with "if we go this route, we are exposing ourselves to work that we may not want to do. Our HVAC is not performing as it should and the route to go is find solutions to correct it.

John Boyd asked what is the lead time for this work and expressed his concerns that come July and they are still not ready.

Kandice responded: the Design Engineer will go with whole system and how it is supposed to work. There is no lead time here, not interfering with any operations or activities. He will give us a report on his findings.

Board agreed to proceed to get more information on the commissioning agent proposal. Kandice stated that IMEG will want to look at it too because it is looking at their design. We want to make sure that the control design was done correctly because it is making us wonder a little bit that something is wrong. Do we get another controls contractor? This is

what the commissioning agent do, make sure the design is right, installed correctly, if not we know where is the error, in the design side or install side?

Ryan informed the Board that Fire alarm upgrade work is complete, it is fully operational, and the contractor will come on Monday.

John expressed that he is a little uncomfortable about what has happened and what may be a problem with the ductwork. More specifically about which way TCC is pushing us to go.

President Lucky stated that he would like to see what the proposal is. Maybe talk to somebody who has some expertise. Any of us will not be comfortable thinking of solutions. We should get the proposal. Kandice was involved. We did the least expensive route to replace in-kind unit. We can get Joe's history on the project.

Judge Jackson stated that there is also the minutes. We can locate those in the minutes.

Judge Lucky stated that he was on the board when it was approved and when it was in the planning stages.

TCC is not recommending that we do the assessment of the ductwork because it would trigger a lot of ADA code upgrades. They recommend to get a commissioning agent. Kandice was adamant that we are opening a pandora's box.

A suggestion was made to have Michele and Bob attend the meeting to get their thoughts and have them weigh in. President Lucky will check with Michele.

F. Library Building's Existing Ductwork Assessment Proposals

TCC was not able to provide the Board with additional assessment proposals from other companies. It recommended to not accept the proposal submitted by the contractor and instead get a commissioning agent proposal.

G. Acceptance of September 2022 Financial Report

Motion to accept the September Financial Report was made by John Boyd, seconded by Joseph Peter Myers, voted upon unanimously, and motion carried.

H. Main Library Grand Reopening Event

President Lucky received an email from the Supreme Court Liaison confirming that the Chief Justice is available on April 21st for the grand reopening. He will loop in John, Kira, and Victoria in the email. He likes John's ideas for rolling out the carpet, inviting RCBA and the affinity BARs, figure out how to ensure the library can accommodate if the turn-out is huge, and the security detail.

Judge Jackson suggested that Victoria send out the April 21st save-the-date, with details to follow to Board members.

Judge Klatchko stated that she will not be able to come and suggested to let PJ Judith Clark and Justice Ramirez know and invite them in advance and ask for their suggestions.

John suggested to book a two-night stay at the Mission Inn and an after-event reception dinner for the Chief Justice.

Judge Jackson suggested to find out if the Chief Justice plans to stay over the weekend, etc.

Victoria will send a meeting invite to President Lucky, John, and Judge Klatchko to hammer out the details of the event. President Lucky will email PJ Judith Clark and Justice Ramirez.

Add to the December meeting agenda: Changing the 1st Friday regular board meeting to a different day to accommodate Judge Jackson because as Asst. PJ, she will not be available on 1st Fridays of the month. Nomination of officers, contact Virginia at the courts to let her know the judges whose term is expiring.

IV. ADJOURNMENT / NEXT MEETING

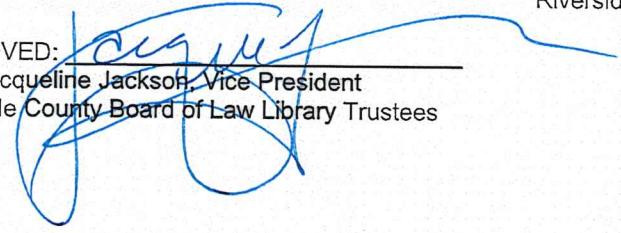
There being no further business to come before the Board, the general meeting was adjourned at 1:19 p.m. Next regular meeting is scheduled for Friday, December 9, 2022 at noon.

MINUTES:



Victoria Williamson, Secretary
Riverside County Board of Law Library Trustees

APPROVED:



Hon. Jacqueline Jackson, Vice President
Riverside County Board of Law Library Trustees