

**SPECIAL MEETING MINUTES
RIVERSIDE COUNTY BOARD OF LAW LIBRARY TRUSTEES
July 25, 2023**

PRESENT

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

ABSENT

Hon. Kira Klatchko

I. CALL TO ORDER

A quorum being present, the special meeting of the Riverside County Board of Law Library Trustees was called to order by President Lucky at 12:15 pm.

II. PUBLIC COMMENT

None.

III. REGULAR SESSION

A. Acceptance of the Agenda

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

B. Judicial Council Notice & Demand for Repairs & Maintenance

The Board agreed to respond immediately and let the Judicial Council know that the Board will try to get the repairs done within 30 days. It will try to get a response letter out quickly and contact its current counsel to seek a referral to an attorney with expertise in lease contracts and government law. It will consult with its counsel about possibly hiring another consultant to get the repairs done quickly, determine whether fixing the ductwork and mixing boxes is within scope of work of the remodel, and explore what is necessary to mitigate the issues that were raised.

The Board also agreed to form a subcommittee consisting of Judge Lucky, Judge Hopp and John Boyd charged with the tasks of working with counsel to handle this matter and possibly hire a consultant to evaluate how best to address the ongoing issues with the HVAC system. It was noted that John Boyd will be gone from August 19 through September 11. The subcommittee agreed to visit the Self-Help Center and meet with tenant's representatives to get a first-hand feel of the temperature issues in the leased spaces.

A motion was made by Judge Hopp to respond immediately to the demand letter, contact the Library's counsel, to form a subcommittee composed of Judge Lucky, Judge Hopp and John Boyd, charged with the task of hiring a consultant to evaluate the HVAC system and any bid requirements that the library may need to comply with. It was seconded by John Boyd, affirmatively voted upon unanimously, and motion carried.

Victoria will send a copy of the Notice and Demand letter to the project manager and asked for his proposed response fix that the Board can consider including in the response letter to the Judicial Council. She will contact the library's counsel and set up a meeting with the subcommittee.

C. IBCC & RPE Notice of Completion

A motion was made by Judge Jackson to include this item to review by counsel that will be hired by the Board. It was seconded by John Boyd, unanimously voted upon affirmatively, and motion carried.

IV. ADJOURNMENT / NEXT MEETING

There being no further business to come before the Board, the meeting was adjourned at 1:25 p.m. Next regular meeting is scheduled for Friday, August 11, 2023, at 12:15pm.

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

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