

**MINUTES OF REGULARLY SCHEDULED MEETING
RIVERSIDE COUNTY BOARD OF LAW LIBRARY TRUSTEES
November 15, 2023**

PRESENT

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

ABSENT

Hon. Cheryl Murphy
Hon. Kira Klatchko

GUESTS

Ryan Kahrs
Brad Neufeld

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 Lucky at 12:20 pm.

II. PUBLIC COMMENT

None

III. REGULAR SESSION

A. Acceptance of the Agenda

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

B. Approval of the Minutes of October 13, 2023 Regular Meeting

It was moved by John Boyd, seconded by Joseph Peter Myers, affirmatively voted upon and motion carried. Judge Jackson and Judge Hopp abstained.

C. Construction Project Update

Ryan reported that the original project is done, the permits closed, and everything is finalized.

The proposals for the air ducts repair & mixing boxes replacement were provided to the Board and Ryan is looking to get the work done on Saturday for a quick turnaround. He pointed out that the prize on the proposal is a lot lower than the original estimate.

D. Air ducts Repair & Mixing boxes Replacement Project

President Lucky asked for clarification on what the work the proposals actually cover because the estimates quoted originally were tens of thousands more than the price quoted by Christian Brothers. Ryan stated that Christian Brothers' proposal is for the survey only. The \$22k is for the one-day work to check the units and pressure and survey the ductwork that serves the 2nd and 3rd floors. The \$15k is for the survey of the ductwork that serves the first floor and mezzanine floors.

John asked Ryan what his estimate is on how much of the ductwork, given its age, will need to be replaced. Ryan stated that it depends. If the material used is sheet metal, then it will not need to be replaced. If it is patched-up board, it will need to be replaced. In response to the question of whether there are hazardous materials in the air ducts, Ryan doesn't think that there is going to be any hazardous materials in the air ducts. He also stated that doing the work as described in the proposal gives them flexibility, they don't have to go through a formal bidding process unlike if they fully gut the building which might trigger the light fixtures and so, they need to narrow the scope of the work.

A motion to accept the proposal by Christian Brothers and TCC was made by John Boyd, seconded by Joseph Peter Myers, affirmatively voted upon unanimously, and motion carried.

E. Relocation of Indio Branch

Michelle Paradise, Asst. County CEO, accompanied by Rose Salgado, Vince Izzaguerre, and Rebecca Cortez addressed the Board about relocating the law library's Indio branch. She stated that the County has problems fitting the staff in the County Law Building in Indio. They are currently in the 2nd floor which

is 1471 sq. ft. with 9 full time staff and they need additional space for 12 full time staff. The District Attorney's and Public Defender's office space have every desk filled and is growing. The law library space which has 5700 sq. ft. has 3 employees with 5 to 10 users per day. The County has other properties to where the law library can move to. One is in the Palm Springs area, the Court Probation Department which is 3100 sq. feet. The County also has other county-owned or leased property which has 1600 to 1800 sq. feet of space located in Indio.

President Lucky stated that the Board will work with the County. He mentioned that the trend in the library is that physical space is not needed as much as it is going digital and that the law library is actively reducing the number of books on the shelves since he has been on the Board. He asked what the County is thinking in terms of the cost of relocation. In response, Ms. Paradise stated they were surprised that the Executive Office is paying for everything, and this is how it has always been. There was an agreement reached between the County and the Board that was not memorialized. She also stated that it is not the intent of the County to relocate the law library and then charge them for the space.

The Board agrees that this is a great opportunity to start a conversation on how things can be formalized. It does not object to the County to start looking for other properties. This gives the Board opportunity to look at what it needs, talk to its staff, and get a better idea of what would be an appropriate and feasible space for the Indio branch library. This matter will be on the agenda for the Board to consider at its next meeting. Victoria will contact Michelle for the December 8th board meeting.

F. Director's Report

A written report including a list of library programs, staff activities, library usage and collection statistics, database usage, social media engagement, patron comments for the month of September was provided to the Board with the Staff Monthly Briefing newsletter attached. Victoria was pleased to report that there were no patron incidents in October.

President Lucky informed the Board that Judge Anderson's, Judge Jackson's, and Judge Murphy's term on the board will expire in January 2024. He also stated that he might be retiring at the end of the year. Virginia Magana has been informed of the need for a judge to fill in the spot for Judge Anderson, who can actively serve on the Board. Also, to find out whether Judges Murphy and Jackson are willing to continue to serve on the Board. President Lucky wants to put this on the Board's radar so they can be thinking about having somebody recruited to fill the trustee seats.

G. Acceptance of September 2023 Financial Report

Motion to accept the September 2023 Financial Report was made by John Boyd, seconded by Joseph Peter Myers, affirmatively voted upon unanimously, and motion carried.

IV. Closed Session

President Lucky announced the meeting will go into closed session at 12:54 pm.

A. Conference with Labor Negotiator (Negotiator: Bradley Neufeld; Parties: RCLL and SEIU Local 721).

B. Reconvene Open Session

Meeting reconvened to open session at 1:03 p.m.

President Lucky reported that the Board unanimously approve the Tentative Agreement with SEIU with a term ending on June 30, 2025 and authorize the Director to sign the MOU.

V. ADJOURNMENT / NEXT MEETING

There being no further business to come before the Board, the meeting was adjourned at 1:29 p.m. Next regular meeting is scheduled for Friday, December 8, 2023, at 12:15pm.

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

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