

**MINUTES OF REGULARLY SCHEDULED MEETING
RIVERSIDE COUNTY BOARD OF LAW LIBRARY TRUSTEES
December 8, 2023**

PRESENT

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

ABSENT

Hon. Jacqueline Jackson, Vice President
Hon. Cheryl Murphy

GUEST

Ryan Kahrs

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.

Judge Klatchko attended via video conference from the library branch at 82-995 Highway 111. Ste. 102. Indio, CA 92201.

II. PUBLIC COMMENT

None

III. REGULAR SESSION

A. Acceptance of the Agenda

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

B. Approval of the Minutes of November 15, 2023 Regular Meeting

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

C. Air ducts Repair Project Update

Ryan reported that the contract was issued, reviewed, and sent out to the contractor. Once it is signed, the work will be scheduled for first week of the new year. Once the final report of the findings of the survey is issued, it will move to IMEG. The last retention check was issued, and the renovation project is fully closed out.

Victoria asked whether the training of County Facilities staff and the hand-over of the maintenance responsibilities to them occurred. Ryan stated that he believes it was done but will double check on it which he needs to do since he had some questions from the County Facilities Maintenance staff.

John suggested making sure the Self-Help Center tenants are kept in the loop. Ryan stated that he holds meeting with them and Victoria and Judge Lucky are included in those meetings.

D. Relocation of Indio Branch

The Board was provided a copy of the flyer notifying the public about the relocation of the Indio branch. Judge Lucky stated that the goal is to get the word out early and to allow the public to make comments and ask questions as well as provide the County the opportunity to hear directly from the public. The meeting will be held in person and teleconferenced to the Indio branch to allow the public to make comments and ask questions via Zoom.

The Board authorized the creation of the Indio branch relocation sub-committee composed of Judge Lucky, Judge Hopp and Judge Klatchko.

E. Appointment/Reappointment of Trustees

President Lucky reminded the Board about recruiting for people to serve on the Board to fill the seat of the judges whose term is expiring. He is willing to stay on until someone is appointed by the court to fill his seat on the Board. Victoria mentioned that Judge Murphy will continue to serve on the Board.

F. Director's Report

A written report including a list of library programs, staff activities, library usage, collection, and database usage statistics, and social media engagement for the month of November was provided to the Board with the November Patron Incident Report and Staff Monthly Briefing newsletter attached.

G. Acceptance of October 2023 Financial Report

Motion to accept the October 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 12:49 pm.

A. Public Employee Performance Evaluation - Director

B. Reconvene Open Session

Meeting reconvened to open session at 12:52 p.m. with nothing to report.

V. ADJOURNMENT / NEXT MEETING

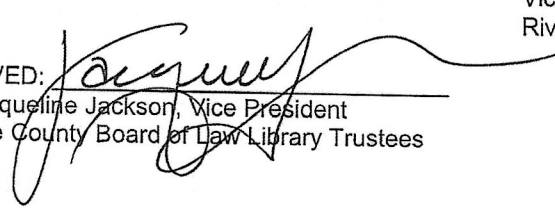
There being no further business to come before the Board, the meeting was adjourned at 12:54 p.m. Next regular meeting is scheduled for Friday, January 12, 2023, at 12:15 pm.

MINUTES:



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

APPROVED:


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