

**MINUTES OF REGULARLY SCHEDULED MEETING
RIVERSIDE COUNTY BOARD OF LAW LIBRARY TRUSTEES
December 12, 2014**

PRESENT

Hon. Michele Levine, President
Robert Dunn, Esq. Vice-President
W.W. (Bud) Miller
Joe Peter Myers, Esq.
Hon. Irma Asberry
Hon. Gloria Trask
Victoria Williamson, Secretary/Librarian

ABSENT

Hon. Jackson Lucky

I. CALL TO ORDER

The regularly scheduled meeting of the Riverside County Board of Law Library Trustees was called to order by President Michele Levine at 12:25 pm.

II. REGULAR SESSION

A. Acceptance of Agenda

It was moved by Bud Miller, seconded by Bob Dunn, and unanimously voted upon to accept the Agenda for the December 12, 2014 meeting.

B. Minutes of November 7, 2014 Regular Meeting

Approval of the November 7, 2014 meeting minutes was moved by Joe Myers, seconded by Bob Dunn, voted upon and motion carried. Bud Miller abstained.

C. Director's Report:

- November programs include 3 Family Law Workshops w/ 26 attendees; Small Claims Clinic w/ 4 attendees; 1 proctored exam; 1 Legal Research 101 class w/ 5 attendees; 2 MCLE classes w/ 71 attendees; a library tour w/ 30 participants from New Attorneys Academy; and 1 public program held in Temecula Law Resource Center: *Introduction to Drinking & Driving Cases* w/ 6 attendees.
- 3 applicants for the technical services librarian position were interviewed and 3 more applicants to be interviewed next week.
- A site tour of the new county law building in Indio was held on Dec. 10. A "punch list" walk-thru for staff will be held Dec. 17. Haworth furniture (built-ins) will be installed by January 20; Bernhardt furniture (stand-alones) will be installed February 9. Still waiting for permit for the compact shelving, installation is set for Jan. 6. Interior Art contract is signed. Art search in progress. Property Management agreement with Cushman & Wakefield is signed. Meeting with bidders for the move is set for Dec. 22. Move-in date is February 14-16. Grand Opening (ribbon cutting) is February 11.
- Hand-off meeting following completion of property transfer was held on Monday (Dec. 8)

D. Use of Indio Law Library for CDTA's Spring 2015 class tabled for next meeting.

E. The closed files pertaining to County of Riverside v Fershko will be scanned and converted to OCR (searchable text) DVD.

F. The Law Library will close at noon on Dec. 24 & Dec. 31 and closed on Saturday, January 3.

G. Motion to accept November 2014 Financial Report

It was moved by Bob Dunn, seconded by Bud Miller, voted upon and motion carried.

III. Closed Session

At 1:25 p.m. President Levine announced that the Board would go into closed session for:

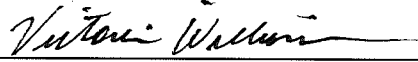
A. Conference With Real Property Negotiators

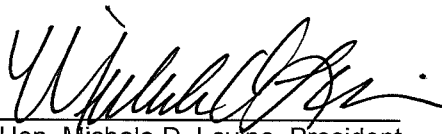
B. Reconvene to Open Session

At 1:40 pm, President Levine reconvened and announced law library transfer completed, escrow closed on November 25.

IV. ADJOURNMENT / NEXT MEETING

The next scheduled meeting of the Board of Law Library Trustees on Friday, January 16, 2014 at 12:15 pm. There being no further business to come before the Board, the general meeting was adjourned at 1:41 pm.

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

APPROVED: 
Hon. Michele D. Levine, President
Riverside County Board of
Law Library Trustees