

**MINUTES OF REGULARLY SCHEDULED MEETING
RIVERSIDE COUNTY BOARD OF LAW LIBRARY TRUSTEES
May 5, 2017**

PRESENT

Hon. Michele Levine, President
Robert Dunn, Esq. Vice-President
W.W. (Bud) Miller
Joe Peter Myers, Esq.
Hon. Irma Asberry
Hon. L. Jackson Lucky IV
Victoria Williamson, Secretary

ABSENT

Hon. Gloria Trask

I. CALL TO ORDER

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

II. PUBLIC COMMENT

None.

III. REGULAR SESSION

A. Acceptance of May 5, 2017 Meeting Agenda

It was moved by Judge Asberry, seconded by Bud Miller and was unanimously voted upon to accept the agenda for the May 5, 2017 meeting.

B. Minutes of April 7, 2017 Regular Meeting

Approval of the April 7, 2017 regular meeting minutes was moved by Judge Lucky, seconded by Robert Dunn, voted upon and motion carried. Judge Asberry abstained.

C. Director's Report

- April programs include: 4 Family Law Workshop w/ 62 attendees; Legal Research class on "How to Find & Use Online Resources" w/ 6 attendees; a library tour with 19 students from UCR Ext. paralegal program.
- National Library Week: Legal Clinic in Riverside with 4 volunteer attorneys & 14 attendees. Legal Clinic in Temecula with 11 volunteer attorneys & 43 attendees. MCLE programs on "Marijuana & the Law" held in Riverside and presented by Deputy District Attorney Greg Rollins and Mike Donaldson, Esq. with 12 attendees; "CEB OnLaw Database" in Riverside with 6 attendees; "Substance Abuse and the Legal Profession" held in Indio and presented by Greg Dorst with 28 attendees, "Westlaw Online Database" in Indio with 17 attendees; and Lexis Advance held in Temecula with 4 attendees. The "Lawyers in the Library" program in Indio started with 1 attorney volunteer, Aaron Garcia who met with three individuals seeking assistance with legal issues.
- The Desert Bar held in the Library a 3-hour MCLE program on "Mandatory Fee Arbitration" which had 21 attendees.

Judge Levine reported on the items discussed during the Renovation Committee meeting held on Wednesday, April 19. The Committee will be interviewing two architectural firms at its meeting scheduled for Friday, May 19. Judge Levine has asked Judge Lucky to be part of the interview panel. She also commented on the results of the HazMat Survey Report prepared by A-Tech Consulting and the possibility of not having to relocate the library to a temporary site during the renovation which can save the library on relocation expenses.

Judge Levine also reported on the items discussed during the meeting with John Boyd, regarding the facility maintenance charges received from the County. She asked Victoria to review the expenditure detail report to ensure it reflects legitimate charges, if these charges include facility maintenance cost for the Self-Help Center, and if the Courts have been billed separately for maintenance of the Self-Help Center and whether they have been paid already. She explained that the lease was not a complete assignment.

She asked John to attend meetings with Victoria to assist with negotiating a contract with a property management firm that will be handling the library's building maintenance services. The goal is, by July 1st, we will be providing the building maintenance service with the company that the library has contracted with, and for the library to have paid the outstanding bills owed to the County for facility maintenance.

Robert Dunn commented on the fact that the County has not charged the library facility maintenance costs for two years.

Copies of property management proposal from CityCom Real Estate Services and Essex Realty Management, Inc. were distributed.

D. Collection Expense Budget Reduction

The librarians, at its monthly meeting, reviewed the library's current print subscriptions with LexisNexis, Thomson Reuters/West, Wolters Kluwer/CCH, and HeinOnline. With the goal of reducing the collection costs by \$100,000 as a starting point, recommended the following cancellations:

1. All print out-of-state codes, court rules, and advance legislative materials.
2. 2nd copy print subscription to U.S. Supreme Ct. Lawyer's Edition, U.S. Supreme Ct. Lawyer's Ed. Digest, and Advance Sheets or Supreme Court Reporter and Digests.
3. 2nd copy subscription to USCA or USCS.
4. 2nd copy subscription to Bankruptcy Reporter and Bankruptcy Reporter Digests.
5. Pacific Reporter and Pacific Reporter Digest.
6. All ALR series including ALR Federal and accompanying Digests.
7. 2nd copy print subscription to Am. Jur. 2nd
8. All print copies of all law review and journals and current awareness subject-specific law reports subscriptions.

Victoria and Alex will meet with both LexisNexis and Thomson Reuters to discuss the possibility of selecting a sole provider for our primary law resources and negotiate a 1 or 2-year contract.

Victoria will meet with the Director of the San Bernardino County Law Library, Larry Meyer on Tuesday, May 9th to discuss the possibility of instituting an Inland Empire Law Resource-Sharing Cooperative.

E. Acceptance of the April 2017 Financial Reports


Acceptance of the April 2017 Financial Reports was moved by Bud Miller, seconded by Judge Lucky voted upon and motion carried.

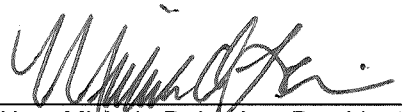
IV. Closed Session

- A. At 1:18 pm President Levine announced that the Board will go into closed session with respect to the item of business discussed pursuant to Cal. Govt. Code §54954.5(f) – Conference with Labor Negotiator (Negotiator: Victoria Williamson; Parties: Law Library and SEIU Local 721).
- B. At 1:23 pm President Levine reconvene to open session with nothing to report.

V. ADJOURNMENT / NEXT MEETING

The next scheduled meeting of the Board of Law Library Trustees will be on Friday, June 2, 2017 at 12:00 pm. There being no further business to come before the Board, the general meeting was adjourned at 1:24 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