

**MINUTES OF REGULARLY SCHEDULED MEETING
RIVERSIDE COUNTY BOARD OF LAW LIBRARY TRUSTEES
February 3, 2017**

PRESENT

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

GUEST

Brad Neufeld

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 12:20 pm.

II. PUBLIC COMMENT

None.

III. REGULAR SESSION

A. Acceptance of February 3, 2017 Meeting Agenda

It was moved by Judge Trask, seconded by Bud Miller, and unanimously voted upon to accept the agenda for the February 3, 2017 meeting.

B. Minutes of January 13, 2017 Regular Meeting

Approval of the January 13, 2017 regular meeting minutes was moved by Judge Lucky, seconded by Bud Miller, voted upon and motion carried. Judge Asberry abstained.

C. Director's Report

- January programs include: 4 Family Law Workshop w/ 42 attendees; 1 Legal Research 101 class w/ 4 attendees. An MCLE class on Legal Research 102 was held in Temecula on January 10 with 8 attendees. 2 library tours conducted for the New Attorneys Academy participants & UCR paralegal students.
- A Naturalization Information session held in our Temecula branch on Jan. 19 had 36 attendees. Brandon Menancio, USCIS Community Relations Officer, covered the naturalization process including, filling out forms, the interview process, and taking the oath of allegiance. Plans to offer a similar session in Riverside and Indio are in the works.
- IELLA has decided to discontinue offering its small claims clinic in the library due to low attendance. Judge Levine suggested offering small claims clinic for the elderly population in Riverside, a program initiative for the incoming User Experience Librarian.
- Two of the three candidates interviewed for the User Experience Librarian position were invited for the 2nd interview to be held on February 2 and February 8. Both candidates will be doing a presentation on at least two user experience design initiatives that each will take on for RCLL. They will have the opportunity to meet and speak with the staff and the Board President.
- Three new employees were hired to fill the library assistant substitute position in Riverside: Olga Barrientos, Karla Aparicio and Crystal Guerrero.
- Victoria spoke about the law library resources at the Bridge the Gap program held on January 27 which has 14 attendees.

- Efren spoke about the Temecula Law Resource Center to 11 paralegal students on January 31 at Mt. San Jacinto College in Menifee.

D. Victor Miceli Law Library Modernization Plan

The Modernization Project Subcommittee met on January 19th at noon in the law library. Judge Levine reported on the subcommittee's recommendations: to have a HazMat assessment, asbestos and lead survey conducted in the law library space, set a budget of \$2 – 2.5 million for the project, set a timetable of a year and half, project to be completed by July 2018, and to schedule a field trip to the San Diego Law Library. Victoria will contact John Adkins, Director of the San Diego Law Library to arrange the trip for February 23.

A motion was made by Joe Myers to go forward with the proposed HazMat assessment, asbestos and lead survey to be conducted by A-Tech Consulting for \$3,300.00. The motion was seconded by Bud Miller, unanimously voted upon and motion carried.

E. Acceptance of the January 2017 Financial Reports

Acceptance of the January 2017 Financial Reports was moved by Judge Asberry, seconded by Robert Dunn, voted upon and motion carried.

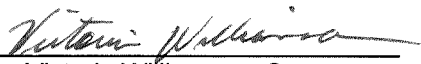
IV. Closed Session

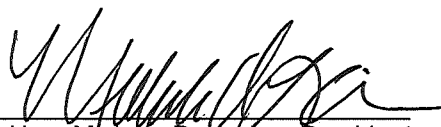
A. At 12:21 pm President Levine announced that the Board will go into closed session with respect to the item of business discussed pursuant to Cal. Govt. Code §54954.5(f) – Conference with Labor Negotiator (Negotiator: Victoria Williamson; Parties: Law Library and SEIU Local 721).

B. At 12:58 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, March 3, 2017 at 12:00 pm. There being no further business to come before the Board, the general meeting was adjourned at 2:00 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