

**MINUTES OF REGULARLY SCHEDULED MEETING
RIVERSIDE COUNTY BOARD OF LAW LIBRARY TRUSTEES
August 1, 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
Hon. Charlie Field
Victoria Williamson, Secretary/Librarian

GUEST

Becky Whatley

I. CALL TO ORDER

The regularly scheduled monthly meeting of the Riverside County Board of Law Library Trustees was called to order by President Michele Levine at 12:26 pm.

II. REGULAR SESSION

A. Acceptance of Agenda

It was moved by Judge Field, seconded by Bud Miller, and unanimously voted upon to accept the Agenda for the August 1, 2014 meeting.

B. Minutes of April 28, 2014 Special Meeting, May 2 & June 6 2014 Regular Meetings

Approval of the April 28, 2014 Special Meeting minutes was moved by Joe Myers, seconded by Bud Miller, voted upon and motion carried, Judge Asberry, Judge Trask & Judge Field abstained.

Approval of the May 2 regular meeting minutes was moved by Bob Dunn, seconded by Bud Miller, voted upon and motion carried, Judge Asberry, Judge Field and Joe Myers abstained.

Approval of the June 6 regular meeting minutes was moved by Joe Myers, seconded by Bud Miller, and voted upon and motion carried, Judge Trask abstained.

C. Director's Report:

- The real property exchange agreement is slated for the Board of Supervisors' approval at its August 5 meeting.
- 4 Family Law Workshops held in June w/ 67 attendees & in July w/ 82 attendees; small claims clinic w/ 10 attendees in June & 7 attendees in July; 4 proctored exams in June and 5 in July; Bret taught legal research class for ICAP w/ 18 attendees in June and one in July w/ 5 attendees. He also gave 7 tours to 7 students from UCR Ext. paralegal program. Janice conducted a library orientation to the Grand Jury w/ 24 attendees.
- Betsy Manouchehri is retiring. Her last day is March 9 2015. Library will post job opening for technical services librarian to job placement lists in all types of libraries.
- Library has 2 summer interns: Selene Baillon and Melina Reyes who are working on special projects for the library; and a volunteer, Mariah Clark who has done an impressive work with shelf-reading the entire collection and helping with special projects.
- Bret, Daisy & Victoria attended the 2014 AALL Conference in San Antonio, Texas.

- Victoria was elected Vice President/President-Elect of the Southern California Association of Law Libraries (SCALL) and attended the Chapter Leadership Training held during the AALL Conference. Plans are in the works for the 43rd Annual SCALL Institute to be held on February 27-28, 2015 at the Mission Inn.
- Plans for the move to the new county law building in Indio need to begin. Construction is slated to complete in December and occupancy in the new bldg. is expected in March 2015.
- Library got 3 bids for the carpet replacement in the Provident Bank Building which will be handed off to the County.

D. 2014-2015 MOU w/ SEIU

Approval of the MOU was tabled for the next meeting. Victoria will contact legal counsel Brad Neufeld to schedule him to attend the next meeting to address a question that Joe Myers raised regarding the language in the MOU pertaining to eligibility for a raise "based on merit which has been documented by a performance evaluation, that is satisfactory or better."

E. Conflict of Interest Code – Biennial Review

Motion to adopt a resolution amending the 2006 Conflict of Interest Code renaming the position title of "Law Librarian" to "Law Library Director" and deleting "Associate Law Librarian" from the list of Designated Positions was made by Bud Miller, seconded by Joe Myers, voted upon and motion carried.

F. Use of Law Library in Indio on Saturdays by CDTA

Motion to authorize Victoria to negotiate and discuss with John Dolan for the continued use of the law library for Saturdays in its current location in Indio was made by Judge Asberry, seconded by Bob Dunn, voted upon and motion carried. Victoria will find out exactly how many students there are and discuss with John Dolan that the transition to the new building will depend on security arrangement with the County.

G. Motion to accept June 2014 & July 2014 Financial Report

It was moved by Judge Trask, seconded by Bud Miller voted upon and motion carried.

III. ADJOURNMENT / NEXT MEETING

The next regularly scheduled meeting of the Board of Law Library Trustees on Friday, September 5, 2014 at 12:15 pm. There being no further business to come before the Board, the general meeting was adjourned at 2:00 pm.

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

APPROVED: Michele Levine
 Judge Michele Levine, President
 Riverside County Board of
 Law Library Trustees