

**MINUTES OF REGULARLY SCHEDULED MEETING
RIVERSIDE COUNTY BOARD OF LAW LIBRARY TRUSTEES
June 7, 2013**

PRESENT

Judge Michele Levine, President
Robert Dunn, Esq., Vice-President
Judge Charles Field
W.W. (Bud) Miller
Joseph Peter Myers, Esq.
Judge Gloria Trask
Victoria Williamson, Secretary/Librarian

ABSENT

Judge Irma Asberry

I. CALL TO ORDER

The regularly scheduled monthly meeting of the Riverside County Board of Law Library Trustees was called to order by Judge Levine at 12:30 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 June 7, 2013 meeting.

B. Minutes of May 3, 2013 Meeting

It was moved by Bob Dunn, seconded by Bud Miller, and voted upon to approve the Minutes of the April 5, 2013 meeting. Joe Meyers abstained.

C. Director's Report

See attached written director's report.

D. Motion to add new Director Victoria Williamson to list of authorized check signatory.

It was moved by Judge Trask, seconded by Bob Dunn, voted upon and motion carried.

E. Motion to authorize Judge Levine to sign Right of Entry Agreement with the County.

It was moved by Bud Miller, seconded by Joe Myers, voted upon, Judge Field abstained, and motion carried.

F. Motion to approve FY2013-2014 Budget with a change to include \$13,000.00 a month guaranteed net income from the 2nd & 3rd floors at 3535 10th Street, Riverside property once the transfer agreement is completed.

It was moved by Judge Field, seconded by Joe Myers, voted upon, and motion carried.

G. Financial Report for May 2013 (add to next board meeting agenda)

III. CLOSED SESSION

At 1:15 pm, Judge Levine announced that the Board would go into Closed Session for:

A. Conference with Real Property Negotiators.

The Board reviewed the real property exchange agreement and made the following comments:

- Joe Myers suggested that the guaranteed minimum net cash flow be stated as \$13K monthly instead of \$156K annually for ease of monitoring and ensuring that the amount on the monthly invoice due for maintenance expenses does not result in an amount lower than the guaranteed net cash flow.
- Bud Miller commented that the first paragraph on page 2 of the agreement is numbered but the rest of the paragraphs are not, and suggested that the paragraphs be numbered for easy reference.

- Judge Trask commented that the fifth paragraph on page 3 of the agreement refers to the "2011 Lease" which is not included in the agreement as an attachment. Victoria Williamson will try to locate a copy of the Lease Agreement between the County and the State.
- Judge Levine requested Bob Dunn to find out how much the County spends on maintenance cost because the Law Library may have to use the County services, initially, to do maintenance and repairs on the building.
- Judge Field commented that in addition to the maintenance obligation of the County under the lease agreement with the State, there is also the statutory obligation that needs to be addressed.
- **Motion to hire a real property lawyer to review the real property exchange agreement and advise the Board.** It was moved by Joe Myers, seconded by Judge Trask, voted upon and motion carried.
- **Motion to authorize Victoria Williamson to contact Tilden Coil Constructors to get a cost estimate for repairs and maintenance of the building, specifically the HVAC, electrical, plumbing, and any additional repairs.** It was moved by Judge Trask, seconded by Joe Myers, voted upon and motion carried.
- A special meeting will be held before Judge Field goes on vacation (end of July to mid-August).

B. Reconvene to Open Session

At 1:50 pm, Judge Levine reconvened with nothing to report to open session.

IV. ADJOURNMENT / NEXT MEETING

The next regularly scheduled meeting of the Board of Law Library Trustees on Friday, July 5, 2013. There being no further business to come before the Board, the general meeting was adjourned at 1:50 pm.

MINUTES:

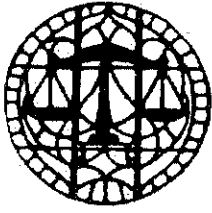


Victoria Williamson, Secretary
Riverside County Board of
Law Library Trustees

APPROVED:



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



RIVERSIDE COUNTY LAW LIBRARY

"CIVILIZATION...LEGACY OF THE LAW"

Victor Miceli Law Library
3989 Lemon Street
Riverside, CA 92501
t: (951) 368-0368
f: (951) 368-0185

Indio Branch
46-900A Monroe Street
Indio, CA 92201
t: (760) 848-7151
f: (760) 347-4500

Temecula Law Resource Center
Temecula Public Library
30600 Pauba Road
Temecula, CA 92592
t: (951) 693-8900

DIRECTOR'S REPORT

Friday, June 7, 2013

1. Update on SEIU's information requests:

Met with Wendy Thomas, Regional VP of SEIU

- Discussed my concern about the "misperception" on the part of the union organizer that the Law Library is interfering with the employee's right to join the union. They assume that because I was cc'd on the email they received from my staff who withdrew her union application that I somehow influenced her decision to withdraw her application.
- Discussed my concern about the "mis-information" that the union organizer is giving out to my staff regarding their right to join the union. Wendy explained that employees, both full-time and part-time, are eligible to join the union, i.e. sign the membership card. Those who don't still pay an agency fee (\$11.21) but don't get the extra benefits such as discounts to entrance fee to amusement parks. Those who sign up the membership card pay \$5 more. She has offered to hold a luncheon presentation in the Law library on union membership benefits and explain the difference between regular members vs. fully-pledged members to our employees. The luncheon presentation will be held on June 11 and law library management are welcome to attend.
- Provided them the information they requested in preparation for the SEIU negotiations. Per Brad Neufeld's advice, I excluded information that are not relevant to SEIU negotiation process, e.g. employee ID number and the employee names associated with the cost of medical premiums. He also advised me to look for the document that recognizes the SEIU as the representative for our employees and the "employer-employee relations resolution/ordinance that usually sets forth what access the union has to law library facilities.
- Provided them a copy of the document that recognizes the SEIU as the representative for the Law Library's employees – 1982 MOU with PERC, Inc. (predecessor of SEIU) and a copy of the Law Library's "Employee Relations Resolution" which contains "Access to Work Area" provision.

2. Update on Indio's Library Asst. Job Opening:

- We received 7 applications, interviewed 5, and hired 2. Adding two people to our pool of part-time library assistants will give us flexibility with scheduling people to work in Indio.

Yvonne Franco worked for 6 years for the City of La Quinta: 5 years as Asst. Planner in the Planning Dept. and 1 year as Interim Deputy City Clerk. Prior to working for the City of La Quinta, she worked for 5 years for the City of San Diego, Central Library and Mission Valley Branch as library assistant.

Robert Rekuc has been working for the Rancho Mirage Public Library as Reference Librarian since August 2011 and for Beaumont Public Library as Technology Librarian since Sept. 2012. He has a Masters of Arts in Information Science and Learning Technologies (University of Missouri) and currently pursuing a Master's of Science in Computer Information Systems (Boston University).

- Met with Imelda Ramirez, our full-time on medical leave. She plans to come back to work in October.
3. **Programs held in May:** 4 Family Law Workshops with 68 attendees; a small claims clinic (2 attendees); and a Legal Research 101 Class (3 attendees). We are now offering these classes every 2nd Wednesdays of the month from 12:00 to 1:00 pm in Indio and from 7:00 – 8:30 pm in Temecula.
 4. **Internship Program:** Attended the IE LEADS (Librarians Educated to Advance Diversity & Services) Career Faire at UCR and met with its Project Director Patricia Smith-Hunt. We had 4 students who expressed interests in working for us as an intern. Brenda Freeman, a student from Syracuse University School of Information Studies will start her internship with us in the fall. Brenda has very impressive qualifications including work experience as Mayor/Mayor Pro Tem/Councilmember for the City of Banning (12/00-12/08) and as Legislative Assistant for the Office of the County Board of Supervisor Marion Ashley (01/02-01/08). She currently works for the County EDA as Sr. Development Specialist, Library & Cultural Services.
 5. **Recent Developments:**
 - Desert Trial Academy has paid the \$3k balance for the use of the Indio branch
 - Cal. Southern Law School will be using the library for legal research classes on Mondays & Thursdays from 6:30 to 9:30pm (June 10 thru August 1). They prepaid the cost of \$1312.50 (\$35 an hour).
 - Engaged the services of KGraphics to enhance the library logo design (see copy of the design)
 - Signed an amended 3-year (2013-2015) Westlaw contract to include Wi-Fi patron access for Riverside & Indio (15 concurrent users).
 - Signed a 3 ½ - year (2nd half of 2013, 2014-2016) West LMA at 4% price increase instead of 5%. We saved \$46K worth of subscriptions to the Federal titles that were discarded from the Indio collection.
 - Met with Sergio Pena of County EDA & Sima of Westgroup Design and reviewed furniture needs for the Indio Branch in the new County Law Building.