

**MINUTES OF REGULARLY SCHEDULED MEETING  
RIVERSIDE COUNTY BOARD OF LAW LIBRARY TRUSTEES  
November 7, 2014**

**PRESENT**

Hon. Michele Levine, President  
Robert Dunn, Esq. Vice-President  
Joe Peter Myers, Esq.  
Hon. Irma Asberry  
Hon. Gloria Trask  
Hon. Jackson Lucky  
Victoria Williamson, Secretary/Librarian

**ABSENT**

W.W. (Bud) Miller

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**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 3:33 pm.

**II. REGULAR SESSION**

**A. Acceptance of Agenda**

It was moved by Judge Asberry, seconded by Bob Dunn, and unanimously voted upon to accept the Agenda for the November 7, 2014 meeting.

**B. Minutes of October 10, 2014 Regular Meeting**

Approval of the October 10, 2014 meeting minutes was moved by Judge Trask, seconded by Joe Myers, voted upon and motion carried. Judge Levine abstained.

**C. Director's Report:**

- October programs include 3 Family Law Workshops w/ 60 attendees; Small Claims Clinic w/ 7 attendees; 2 proctored exams; 1 Legal Research 101 class w/ 11 attendees; 2 MCLE classes w/ 74 attendees; 2 library tours w/ 59 students from RCC and Mt. San Jacinto paralegal program; and 2 Public programs: *Family Law: Help You Help Yourself* in Temecula and *Teens & the Law* in La Quinta Public Library. In partnership with Riverside Legal Aid the *Low-Income Taxpayer Clinic* will be held in the law library in Riverside in late January and in Indio in late March 2015.
- Two new part-time library assistants were hired for Indio: Jennifer Madison will start Nov. 14 and Nicholas Lopez will start on Nov. 17. Mahum return to working part-time in Riverside and Theresa will start working full time in Indio beginning January. The library has been interviewing candidates for the technical services librarian position.
- Law Library-hosted SCALL dinner will be held in the Riverside Historic Courthouse on February 27, 2015 and a tour of the Historic Courthouse will be offered to SCALL members who are arriving early for the 2015 Annual Institute
- Meeting w/ County EDA and Westgroup to discuss placement of furniture in preparation for the move to the new county law building is scheduled for Thursday, November 13. A site visit to the new county law building is scheduled for Wednesday, December 10. CDTA has expressed an interest in continuing to use the law library in Indio to hold their Spring 2015 classes.

**D. Auditor's Engagement Letter**

The Board accepted the Christensen & De Good's proposed engagement letter for the audit of the law library's financial statements for the year ending June 30, 2014.

**E. Disposition of closed files pertaining to County of Riverside v Fershko**  
The Director will ask Murphy & Evertz to ship the closed files for services rendered in County of Riverside v. Fershko and get a cost estimate to have the files scanned and digitally stored.

**F. Conflict of Interest Code & Form 700**  
Amendment to the Law Library's Conflict of Interest Code has been approved by the County Board of Supervisors. Judge Lucky's SEI for assuming office and Judge Field's SEI for leaving office have been filed.

**G. Motion to authorize the purchase of art pieces for the library art collection.**  
It was moved by Judge Trask, seconded by Judge Asberry, voted upon and motion carried.

**H. Motion to accept October 10, 2014 Financial Report**  
It was moved by Judge Lucky, seconded by Joe Myers, voted upon and motion carried.

**III. Closed Session**

At 4:08 p.m. President Levine announced that the Board would go into closed session for:


**A. Conference With Real Property Negotiators**

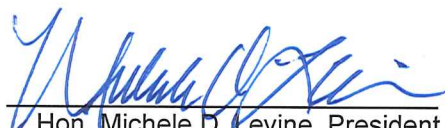
**B. Reconvene to Open Session**

At 4:18 pm, President Levine reconvened with no action taken and nothing to report to open session.

**IV. ADJOURNMENT / NEXT MEETING**

The next scheduled meeting of the Board of Law Library Trustees on Friday, December 12, 2014 at 12:15 pm. There being no further business to come before the Board, the general meeting was adjourned at 4:40 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