

**MINUTES OF REGULARLY SCHEDULED MEETING  
RIVERSIDE COUNTY BOARD OF LAW LIBRARY TRUSTEES  
November 1, 2013**

**PRESENT**

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

**GUEST**

John Boyd, Esq.

**ABSENT**

Hon. Irma Asberry

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**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 3:50 pm.

**II. REGULAR SESSION**

**A. Acceptance of Agenda**

It was moved by Judge Trask seconded by Bud Miller, and unanimously voted upon to accept the Agenda for the November 1, 2013 meeting.

**B. Minutes of October 4, 2013 Meeting**

It was moved by Judge Trask, seconded by Bud Miller, and voted upon to approve the Minutes of the October 4, 2013 meeting.

**C. Director's Report**

**1. Pre-negotiation meeting with SEIU Local 721**

Wendy Thomas has drafted a proposed MOU that mimics the County's MOU including among others a 3-year term, add premium bilingual pay and higher education incentive pay, a 9-step salary range merit increase, and no general wage increases during the term of the MOU.

**2. Staff**

Beverly Chavira is on disability from 9/19 thru 10/30 and will continue to be off work through November 22<sup>nd</sup>.

I attended the County's Disciplinary Process class. Also attended the CCCLL Fall 2013 Meeting in San Jose, met the directors from other county law libraries and talked about what's happening at their libraries. Highlights from the meeting includes talks about CCCLL working on its own to propose legislation to solve funding issues of county law libraries.

**3. Programs**

**• Held in October:**

5 Family Law Workshops w/ 79 attendees; 1 small claims clinic w/ 5 attendees; 3 Legal Research 101 Series class (Riverside (9), Indio (5), Temecula (5) attendees); 8 Proctored Exams; and 1 library tour for UCR ext. class.

**• Table sponsor at ICAP's 2<sup>nd</sup> Annual Conference**

The law library will have a table at that the Inland Counties Association of Paralegals' Annual Conference on Saturday (Oct. 5). We've been invited to participate and speak about our programs and services.

**D. Motion to authorize Judge Levine to sign a 5-year lease extension with Provident Bank**

It was moved by Bob Dunn, seconded by Bud Miller, voted upon, and motion carried.

**E. Motion to accept Financial Report for October 2013**

It was moved by Bob Dunn, seconded by Joe Myers, voted upon, and motion carried.

**III. CLOSED SESSION**

At 3:50 p.m., Judge Levine announced that the Board would go into Closed Session for:

**A. Conference with Real Property Negotiators.**

Judge Levine will find out if the County can provide some numbers for repairs and maintenance costs for the law library building and be clearly spelled out in the transfer agreement. She will also get clarification on the bond financing situation. Victoria will follow up with the County regarding the prelim. title report on the 3535 Tenth Street property.

**B. Reconvene to Open Session**

At 4:30 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, December 6, 2013 at 3:30 pm. There being no further business to come before the Board, the general meeting was adjourned at 5:00 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