

**MINUTES OF REGULARLY SCHEDULED MEETING
RIVERSIDE COUNTY BOARD OF LAW LIBRARY TRUSTEES
May 6, 2016**

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/Librarian

GUESTS

Lionel Brown

I. CALL TO ORDER

The regularly scheduled meeting of the Riverside County Board of Law Library Trustees was called to order by President Levine at 12:25 pm.

II. REGULAR SESSION

A. Acceptance of Agenda

It was moved by Bud Miller, seconded by Judge Asberry, and unanimously voted upon to accept the Agenda for the May 6, 2016 meeting.

B. Minutes of April 1, 2016 Regular Meeting

Approval of the April 1, 2016 regular meeting minutes was moved by Judge Asberry, seconded by Judge Lucky, voted upon and motion carried.

C. Acceptance of the Auditor's Report FYE June 30, 2015

It was moved by Judge Lucky, seconded by Bud Miller, and unanimously voted upon to accept the Final Auditor's Report FYE June 30, 2016.

D. Acceptance of the Proposal for Actuarial Consulting Services (OPEB)

It was moved by Bud Miller, seconded by Judge Trask, and unanimously voted upon to accept the proposal for actuarial consulting services by Marv Paull.

E. Director's Report:

- April Programs: 3 Family Law Workshops w/ 34 attendees; Small Claims Clinic w/ 4 attendees; Legal Research class w/ 5 attendees. 4 Tax Prep Clinics w/ 16 attendees. National Library Week: 8 Library tours; 2 Free Legal Clinics in Riverside w/ 22 attendees and in Temecula w/ 42 attendees; MCLE class on "Future of the Legal Profession: Are We Obsolete in the Age of Technology" presented by Karen Sloat, DBA President-Elect, held in Indio w/ 31 attendees; "Tech Day" presentation on CEB Onlaw, WestlawNext & Lexis Advance held in Riverside w/ 22 attendees; and "Representing Clients on Elder Abuse and Dependent Adult Civil Protection Act" presented by practicing attorney George Dickerman, w/ 17 attendees.
- Theresa began working in Riverside this week and being trained to do bill payments, bookkeeping, payroll processing and related administrative tasks by Mariah.
- The two new part-time library assistants started this week: Megan Amaris, our former library intern, works in Riverside and Irene Pinon, a recent UC Berkeley graduate, works in Indio; both are interested in pursuing a career in the legal field.
- Angela Wang, the new librarian will start on June 23. She worked as Digital Services Librarian for Texas Tech University Law Library and Special Collection Services Librarian for St. Mary's University in San Antonio, Texas. She is an active member of the AALL.
- Robbie has been out due to health reasons and Betsy, our Associate Director retiree, started this week as a volunteer to help with serials processing while Robbie is out ill.
- Library received the 2016 AALL Excellence in Marketing Award for Best Use of Technology for its "Bad day at the office, Bob" Powtoon video.

- Vice President Robert Dunn will be attending the 2016 AALL Conference as SCALL VIP on behalf of President Judge Levine. Complimentary registration provided by AALL.

F. Suspension of Library Privileges Policy

The Board suggested to change the proposed policy limiting the appeal/review of the decision to suspend library use privileges to the Director. Judge Levine suggested to contact the Police Department regarding holding a class on how to handle homeless/vagrants who comes into the library. Also provide information on homeless shelters to give and not simply kicking them out.

G. Victor Miceli Law Library Parking Lot

The Director will send out the letter to the Pritchard Bldg. Property Management Company to inform their tenants about permit-only parking and offer them a discounted annual fee to rent parking spaces with attached copy of the parking license agreement. The Board suggested to have the permit-only parking set up by July 1st and to have everyone on staff trained to handle the permit-only parking application processing, fee collection, and towing call-out authorization.

H. Acceptance of the March 2016 & April 2016 Financial Reports

Acceptance of the March 2016 & April 2016 Financial Reports was moved by Joe Myers, seconded by Robert Dunn, voted upon and motion carried. Robert Dunn asked why the interest income on investment line item on the report is showing a loss.

III. Public Comment

Lionel Brown's requested a copy of the Auditor's Report. Judge Levine suggested that he submit a written FOIA/CPRA request and the Board will grant his request if it is determined that it is disclosable under the FOIA/CPRA. He also commented on the location of the ADA parking spaces in the library parking lot. Public comment ended at 1:23pm.

IV. Closed Session

A. Conference with Labor Negotiator

Director reported on the Labor Counsel's opinion regarding the step in the proposed disciplinary procedure relating to the Board's review of the Director's decision rendered at the Skelly hearing.

V. ADJOURNMENT / NEXT MEETING

The next scheduled meeting of the Board of Law Library Trustees on Friday, June 3, 2016 at 3:00 pm. There being no further business to come before the Board, the general meeting was adjourned at 1:41 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