

**MINUTES OF REGULARLY SCHEDULED MEETING
RIVERSIDE COUNTY BOARD OF LAW LIBRARY TRUSTEES
October 10, 2014**

PRESENT

Robert Dunn, Esq. Vice-President
W.W. (Bud) Miller
Joe Peter Myers, Esq.
Hon. Irma Asberry
Hon. Gloria Trask
Victoria Williamson, Secretary/Librarian

ABSENT

Hon. Michele Levine, President
Hon. Jackson Lucky

I. CALL TO ORDER

The adjourned meeting of the Riverside County Board of Law Library Trustees was called to order by Vice President Bob Dunn at 12:27 pm.

II. REGULAR SESSION

A. Addition of Title Insurance Policy item to the Meeting Agenda

It was moved by Bud Miller, seconded by Joe Myers, and unanimously voted upon to add agenda item regarding title insurance policy on the property the law library is acquiring.

B. Acceptance of Agenda

It was moved by Bud Miller, seconded by Judge Asberry, and unanimously voted upon to accept the Agenda for the October 10, 2014 meeting.

C. Minutes of September 5, 2014 Regular Meeting

Approval of the September 5, 2014 meeting minutes was moved by Bud Miller, seconded by Joe Myers, voted upon and motion carried.

D. Motion to approve escrow amendment to split cost of escrow fee equally between parties to the property exchange.

It was moved by Judge Trask, seconded by Bud Miller to approve the amendment to escrow instruction regarding the 50/50 split of the cost of escrow fee between County and Law Library, unanimously voted upon and motion carried.

E. Motion to authorize Vice President Bob Dunn to sign the amendment to the escrow instructions regarding the cost of escrow fee to be shared equally between the parties.

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

F. Motion to approve \$500 fund for community outreach

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

G. Motion to approve Library closures on the Saturday following Thanksgiving and Christmas.

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

H. Motion to accept 2013-2014 Annual Report

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

I. Motion to accept September 2014 Financial Report


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

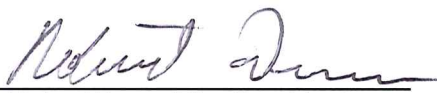
J. Director's Report

- September Programs: 3 Family Law Workshops w/ 39 attendees; Small Claims Clinic w/ 6 attendees; 1 proctored exam; Grand Jury Orientation held on Sept. 16 with 20 attendees. Law Library participated as exhibitor at ICAP's Annual Meeting held on Sept. 27 and 57 attendees stopped by RCLL's display table.
- Staff: A part-time library assistant position opening in Riverside has been posted on our website. The position was left vacant by Cherilyn's resignation who will be working for Western University Health Sciences Library as a full time Asst. Circulation Supervisor. Mariah Clark was hired to fill the administrative position left vacant by Beverly.
- Staff Retreat went well. The morning session was on effective communication skills w/ a focus on effective listening skills. The afternoon program was *Tools for Challenging Patrons; Safety & Security at Our Library*. Staff watched the *Run, Hide or Fight* video which brought up the discussion regarding the need to conduct a safety and emergency evacuation drill for the library. Director will contact the County and/or the City.
- CCCLL Legislative effort: B&P §6348.4 Sale or lease of realty was enacted and goes into effect January 1, 2015.
- Indio Branch: anticipated move to the new county law building is Feb. 1 or early January which is contingent upon installation of furniture/equipment; conducted an inventory of items that need to go to the new building, reallocated or discarded, and those that will go to County surplus. A large painting of Gary C. Scherotter, a highly respected attorney in the legal community in the Desert, will be rehanged in the new facility.

III. ADJOURNMENT / NEXT MEETING

The next regularly scheduled meeting of the Board of Law Library Trustees on Friday, November 7, 2014 at 12:15 pm. There being no further business to come before the Board, the general meeting was adjourned at 2:35 pm.

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

APPROVED: 
Robert Dunn, Vice President
Riverside County Board of
Law Library Trustees