

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

PRESENT

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

GUEST-

John Boyd, Esq.

ABSENT

Joseph Peter Myers, Esq.

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 12:32 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 February 7, 2014 meeting.

B. Minutes of December 6, 2013 Meeting

It was moved by Judge Asberry, seconded by Bud Miller, and voted upon to approve the Minutes of the December 6, 2013 meeting.

C. Election of Officers

Election of Officers is postponed to next month's meeting. Judge Levine has spoken to Judge Otis Sterling to fill the seat vacated by Judge Randall White who is retiring and Bob Dunn will continue to sit on the Board as his representative.

D. Director's Report:

a) Programs Held in December & January:

3 Family Law Workshops w/ 25 (Dec.) 50 (Jan.) attendees; 1 small claims clinic w/ 1 (Dec.) 8 (Jan.) attendee/s; 3 Legal Research (Dec.) 101 series class (Riverside (5), Indio (2), Temecula (5) attendees); 1 Legal Research class in January w/ 3 attendees; 3 MCLE classes in December w/ 8 attendees & 1 MCLE class in December in Indio w/ 27 attendees; 4 (Dec.) 5 (Jan.) Proctored Exams; and 1 library tour for court staff; Silent auction event for IELLA fundraiser. Hosted a talk by Assembly Member Manuel Perez on "Job Opportunities in the Legal Profession" in Indio. 1 tour for Judge Holmes' Moot Court/Pre-Law class in January. Victoria and Janice participated in RCBA's Bridging the Gap program held on Jan. 31, 2014

Plans for National Library Week events will include Grand Opening social mixer in Temecula, free legal clinics, luncheon presentation on Self-Help Center by Sue Ryan, Expungement of Criminal Records by Steve Harmon, and Tree Law & Its Impact on Neighbor Law by Randy Stamen; MCLE class on Using CEB OnLaw in Indio.

b) Comments/Complaints from library patrons in Indio

Need to contact Court Administrator in Indio re complaints from patrons about not getting any correct information about where the law library is located and about our services. Need to clarify what we can and cannot do for patrons, e.g. instruct them on what forms to file and how to fill out the forms. Judge Trask suggested contacting Laura Miller at the courthouse and request adding the law library's Indio location added to the court's website.

c) There being no further comments or suggestions, Board accepts the 2012-2013 Annual Report.

d) New County Law Building in Indio

Groundbreaking ceremony held on January 16, 2015. Bob and I attended. Expected date of occupancy is April 2015. Met with County EDA the last two weeks and reviewed the interior layout and design of the law library space (finalize the core shell finishes & furniture).

E. Motion to authorize legal counsel, Bradley Neufeld to review final draft of the revised personnel manual.

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

F. Motion to accept Financial Report for December 2013 & January 2014

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

III. CLOSED SESSION

At 12:39 p.m., Judge Levine announced that the Board would go into Closed Session for:

A. Conference with Real Property Negotiators.

Copies of the latest draft of the real estate transfer agreement were distributed at the meeting. Legal counsel, John Boyd, will finalize the agreement; commission Adkan Engineering to do ALTA survey to ensure the accuracy of the legal descriptions of the property as stated in the agreement; draft a "proposed addendum" to the bond release document using the standard county form; request an estimate of how much it will cost for an outside bond counsel to review and edit the document; and clarify the bond release amount or pay-off amount.

B. Conference with Labor Negotiators.

The Board rejects SEIU's request for agency shop arrangement without an election.

C. Motion to ratify 2013-2014 MOU w/ SEIU.

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

D. Motion to authorize legal counsel, Bradley Neufeld to assist w/ the Employee Relations Resolution and the MOU.


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


E. Reconvene to Open Session

At 1:25 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, March 7, 2014 at 12:15 pm. There being no further business to come before the Board, the general meeting was adjourned at 1:40 pm.

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

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