

**MINUTES OF REGULARLY SCHEDULED MEETING
RIVERSIDE COUNTY BOARD OF LAW LIBRARY TRUSTEES
September 5, 2014**

PRESENT

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

GUEST

Bradley Neufeld

ABSENT

Hon. Irma Asberry
Hon. Gloria Trask

I. CALL TO ORDER

The regularly scheduled monthly meeting of the Riverside County Board of Law Library Trustees was called to order by President Michele Levine at 12:30 pm.

II. REGULAR SESSION

A. Acceptance of Agenda

It was moved by Bud Miller, seconded by Judge Field, and unanimously voted upon to accept the Agenda for the September 5, 2014 meeting.

B. Minutes of August 1, 2014 Regular Meeting

Approval of the August 1, 2014 meeting minutes was moved by Bob Dunn, seconded by Joe Myers, voted upon and motion carried.

C. Trustee Appointment

Board President Judge Levine announced that Judge Jackson Lucky officially takes over and continues to serve as Board Trustee. Judge Field was sitting on the Board as a representative of Judge Lucky and is retiring from the Board.

D. Director's Report

- The Law Library received a fully executed copy of the real property exchange agreement. The County opened escrow per email from James Force on 8/27/14. Director's contact info was given to Bonnie Perez, the escrow coordinator.
- August Programs: 4 Family Law Workshops w/ 56 attendees; Small Claims Clinic w/ 7 attendees; 2 proctored exams; Online Legislative Intent Research program for the public w/ 5 attendees; for RCBA w/ 20 attendees; Library tours: 1 for 12 UCR paralegal program students and 1 for 2 middle school students interested in the law.
- This year's staff retreat will be held on Friday, September 26, 9:00am to 5:00 pm in the Victor Miceli Law Library. Workshop will be on Library Safety & Security / Dealing with Difficult Patrons by Dr. Steve Albrecht. Will invite someone from RPD to be at the workshop.
- County is raising \$50,000 to produce the 2014 Riverside County Community Indicators Report which will be presented at the 2014 *State of County* on Sept. 24. We received a letter asking if the Law Library wants to contribute and support this project. Will need to add a community outreach budget item in next year's annual budget.
- CCCLL is inviting Trustees to its Breakfast Meeting on Friday, Sept. 12 from 8:30 – 9:30 am at the San Diego Law Library. A short presentation of the newly revised *CCCLL Trustees & Director's Manual* (4th Edition) will take place during the meeting.

- CDTA is anticipating 15 to 22 students for their Saturday class beginning in September.
- Law Library in Indio is partnering with the DBA, Inland Counties Legal Services & the City of Coachella in setting up a free legal information session in English & Spanish on Immigration law (DACA), Landlord-Tenant, & Expungements to be held on Saturday, September 20, from 9am to 2pm at the Bagdouman Park Community Center
- The roof in the Provident Bank Bldg. leaks. We got a bid to seal all cracks-remove/replace drain port-reseal roof with rubberize seal (w/ 10-year warranty) for \$700. Another bid was for \$925.00. I okayed for Full Spectrum to fix the leaks for \$700.00
- Full Spectrum was given the ok to schedule the carpet cleaning in the Provident Bank for \$350.00
- The County built a fence on the southwest side of the law library building to fend off homeless people camping behind the building.
- Law Library is looking into possibly hosting a tour and evening reception in the Historic Riverside Court House for the 2015 SCALL Institute attendees. Director is in contact with Deborah Birabent at the Court House to look into how much the cost is to host this event.

E. Motion to accept August 2014 Financial Report

It was moved by Judge Field, seconded by Joe Myers, and unanimously voted upon, and motion carried.

III. CLOSED SESSION

At 12:34 p.m., Judge Levine announced that the Board would go into closed session for:

A. Conference with Labor Negotiator


Questions regarding the specific language of the MOU relating to the staff merit program were discussed. Approval of the 2014-2015 MOU was moved by Bob Dunn and seconded by Judge Field.


B. Reconvene to Open Session

At 12:55 p.m., Judge Levine reconvened and reported out to open session that the Board unanimously approved the 2014-2015 MOU.

IV. ADJOURNMENT / NEXT MEETING

The next regularly scheduled meeting of the Board of Law Library Trustees on Friday, October 3, 2014 at 12:15 pm. There being no further business to come before the Board, the general meeting was adjourned at 2:00 pm.

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

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