

**MINUTES OF REGULARLY SCHEDULED MEETING  
RIVERSIDE COUNTY BOARD OF LAW LIBRARY TRUSTEES  
March 14, 2025**

PRESENT

John Boyd, Esq., President  
Hon. Kira Klatchko, Vice President  
Hon. Cheryl Murphy  
Hon. Magdalena Cohen  
Hon. Johnnetta Anderson  
Yoginee Braslaw, Esq.  
Victoria Williamson, Secretary

ABSENT

Hon. Harold Hopp

GUESTS

Bradley Neufeld  
Ryan Kahrs

**I. CALL TO ORDER**

A quorum being present, the regularly scheduled meeting of the Riverside County Board of Law Library Trustees was called to order by President Boyd at 12:14 pm.

Judge Klatchko and Judge Anderson attended by video-conference from Indio Branch and Temecula Law Resource Center respectively.

**II. PUBLIC COMMENT**

Mr. Emmanuel Andro shared a little bit of what he experienced in the Indio branch while he was at the library last Monday. He asked about accommodation for disabled people and the staff did not seem to know anything about it. He went through the minutes of the Board Meetings from 2013 through now and found only one reference to ADA which is a reference to the installation of the lactation pod. He stated that the reference to ADA accommodation appeared 0% compared to 28% of the population with disabilities. There is a huge gap. The staff do not seem to have had any training on ADA. He cited as an example his experience when he went to a hospital and the hospital staff asked him a few questions and these were questions that library staff did not ask him when he was in the Indio branch. He wanted to bring this to the attention of the Board.

President Boyd asked Mr. Andro whether he was allowed access to the law library and Mr. Andro said yes.

President Boyd stated that he'll make sure that this gets on the meeting agenda for the Board's consideration and formal review.

**III. REGULAR SESSION**

**A. Acceptance of the Agenda**

It was moved by Yoginee Braslaw, seconded by Judge Murphy, affirmatively voted upon unanimously, and motion carried.

**B. Approval of the Minutes of January 10, 2025 Regular Meeting**

It was moved by Judge Cohen, seconded by Yoginee Braslaw, affirmatively voted upon by a majority, and motion carried. Judge Klatchko abstained.

**C. Airducts Repair Project Update**

President Boyd relayed the counsel's opinion on the contracting and award of the project. Counsel agreed with TCC's opinion on the issues of the prevailing wage and permitting. He did not think that the Law Library is required to comply with the Public Contracts Code requirement for formal bidding. Law libraries are not required to award public works contracts through competitive bidding. Informal bid is ok.

With regards to the delivery method, Ryan recommended to go with a general contractor. The general contractor will do the sub-contracting. Currently, the agreement with Tilden Coil was a CM-multiprime contract, that is, to manage the construction project.

President Boyd suggested to go with Ryan's recommendation and counsel said that the library can do it.

In response to Judge Murphy's question for clarification on what the project was that was different to this project, Ryan explained that the original project was the HVAC and electrical systems upgrade and cosmetic upgrade of the law library space and the contract with Tilden Coil was CM-multiprime. The contract was with the library and the subcontractor and TCC oversaw the management of that project.

Judge Anderson asked about how the costs for this project will be processed, regardless of who does it, and will the Board know. Ryan explained that Tilden Coil will set up the agreement, what the actual conditions are, what needs to be done, he'll get the final number from the contractor and present it to the Board. Through the course of the project, every month the bills will be sent to the library, Ryan reviews them to make sure they are billed appropriately before they are approved for payment.

Yoginee Braslaw moved to approve Tilden Coil as the general contractor to move forward with the airducts repair project, seconded by Judge Murphy, affirmatively voted upon unanimously, and motion carried.

Ryan stated that he will get on with Marty to proceed with the airducts repair project.

**D. 2024-2025 FORM 700**

President Boyd reminded the Board members that the filing deadline is April 1<sup>st</sup>.

**E. Director's Report**

A written report including a list of library programs, staff activities, library usage, collection, database usage statistics, and social media engagement for January & February was provided to the Board with the Staff Monthly Briefing newsletter and Patron Incident Report attached.

Victoria pointed out that two of the patrons listed in the February Patron Incident Report are repeat offenders who kept coming back to the library notwithstanding the fact that they have been previously suspended. Library staff are concerned about these two patrons who continued to exhibit harassing behavior towards them. One of them is suspended for one year, continued to disregard the suspension, and shows up in the library which poses a workplace violence threat to staff.

**F. Consider TRO for patrons with library suspension**

The Board discussed whether filing a TRO will make a difference in trying to stop patrons with library suspension from coming back to the library. A question was raised as to whether or not a TRO will have more weight to a law enforcement officer, than a library suspension notice because the outcome will be the same, that is, the patron will be arrested. Serving notice to the patron can be a challenging part of the process, as it can take forever.

Judge Klatchko asked about the frequency of these patrons showing up at the library and suggested that Victoria can file the TRO if she thinks it is warranted based upon the circumstances that she described.

The Board agreed to defer to Victoria the decision to file a TRO against the two patrons.

**G. Associate Director Position**

President John Boyd reiterated that the Board needs to make a decision on whether to create a new position of Associate Director. The option of hiring an associate director was presented in anticipation of Victoria's retirement. The other option that was brought up is to bring in Victoria, if needed, to help with the transition to the new Director when Victoria retires. The Board agreed not to create a new Associate Director position.

**H. Acceptance of December 2024 & January 2025 Financial Reports**

It was moved by Yoginee Braslaw, seconded by Judge Cohen, affirmatively voted upon unanimously, and motion carried.

**IV. CLOSED SESSION**

At 12:32 p.m. President John Boyd announced that the meeting will go into closed session.

**A. Pursuant to Cal. Govt. Code §54954.r (f) – CONFERENCE WITH LABOR**

**NEGOTIATOR** (Negotiator: Bradley Neufeld; Parties: Riverside County Law Library and SEIU Local 721).

**B. Reconvene Open – Announcement of action taken in closed session, if necessary.**

President John Boyd reconvened the meeting to open session with nothing to report.

**V. ADJOURNMENT / NEXT MEETING**

There being no further business to come before the Board, the meeting was adjourned at 1:16 p.m. Next regular meeting is scheduled for April 11, 2025, at 12:15 pm.

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

APPROVED: [Signature]  
John Boyd, Esq., President  
Riverside County Board of Law Library Trustees