



ANNUAL REPORT 2012-2013

www.rclawlibrary.org

Riverside County Law Library Board of Trustees
Victor Miceli Law Library— 3989 Lemon Street, Riverside CA 92501
Phone: 951-368-0368 **Email:** lawlibrary.riverside@rclawlibrary.org



Law Library Overview

The Riverside County Law Library is open to the public and provides free access to current legal materials, educational programs and professional staff to assist with legal research. It is a County Special District effectively functioning as an independent public agency organized under the California Business and Professions Code. Governed by a seven-member Board of Trustees composed of community judges and attorneys, the law library is primarily funded from a small portion of the County's civil court filing fee. It has three locations, Riverside, Indio, and a satellite branch in Temecula.

Our citizens have the fundamental right of equal access to justice, and California provides that access point with its free and open public law libraries. The Board of Law Library Trustees, the Law Librarian and staff are committed to maintaining the Law Library's high level of service and will continually seek ways to enhance service to the public, the bar, the judiciary, and all branches of government of Riverside County.

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Mission Statement

- ❖ To enable everyone in Riverside County to perform the highest level of research and practice through free and open access to the law.

Highlights of the Year

Service

Fiscal year 2012-2013 has been productive year for the Riverside County Law Library with the unexpected change in directorship. This year's accomplishments include:

- ❖ Installed new ADA compliant patron computer stations
- ❖ Gave 7 library tours to students from UCR, Cal. Baptist, California Southern Law School, Loma Linda Medical Center and the Riverside Grand Jury
- ❖ Kept library open 362 additional hours for UCR, Cal. Southern Law School & Cal. Desert Trial Academy
- ❖ Proctored 25 exams for online universities generating an additional income of \$500
- ❖ Completed the relocation of the Indio branch
- ❖ Offered 15-minute free consultations with volunteer attorneys during National Law Day
- ❖ Wireless access to WestlawNext & CEB OnLaw
- ❖ Network followers: Facebook 100; Twitter 28

The law library continued its commitment to offering relevant and practical programs designed to engage members of the legal community and the general public in learning about the law library's resources and services. Some of the popular programs offered include: Family law workshops, smalls claims clinic, legal research classes and tax preparation assistance.

Board of Trustees

The Board of Law Library Trustees of Riverside County is a local public agency existing and functioning pursuant to Chapter 5 of Division 3, Section 6300 et. seq. of the California Business & Professions Code. It governs the Riverside County Law Library in accordance with said provisions of law and is composed of seven members consisting of five judges of the Superior Court, or their designees, the Chairman of the Board of Supervisors, or his/her designee, and one member of the State Bar, appointed by the Board of Supervisors, whose principal office is located in the County of Riverside.

The goal of the Board of Trustees for the Riverside County Law Library is to make available to the judiciary, State and County officials, members of the State and local bar, and all County residents, current legal materials, modern facilities and adequate trained staff, which will enable them to perform the highest level of research and practice.

PROGRAM OFFERINGS

▲ FAMILY LAW WORKSHOPS

Hosted the Riverside County Superior Court's Family Law Facilitator's evening workshops on marital dissolution, default judgments, order to show cause, etc., attracting more than 606 attendees.

▲ SMALL CLAIMS CLINIC

Hosted the Inland Empire Latino Lawyers Association's small claims clinic offered once a month.

▲ LEGAL RESEARCH CLASSES

Offered 33 hours of legal research instruction to attorneys, paralegals, and the general public.

▲ FREE TAX PREPARATION ASSISTANCE W/ AARP

3 IRS certified AARP-TCE volunteers assisted low-income seniors in preparing their tax returns during the month of March.





BOARD MEMBERS

HON. MICHELE D. LEVINE	President	Riverside Superior Court
ROBERT DUNN, ESQ.	Vice-President	Representing Hon. Randall White
HON. GLORIA TRASK		Riverside Superior Court
HON. IRMA P. ASBERRY		Riverside Superior Court
HON. CHARLES FIELD (RET.)		Representing Hon. P. Jackson Lucky
W.W. (BUD) MILLER, ESQ.		Representing the Chairman, County Board of Supervisors
JOSEPH PETER MYERS, ESQ.		Representing the County Bar Association
VICTORIA WILLIAMSON	Secretary & Library Director	

The Board's time, energy and dedication made it possible for County residents to have access to the collection, programs and services available in the Law Library at its three locations in downtown Riverside, Indio and Temecula. This year, the Board's energy was focused on having the remodeling project of the 2nd and 3rd floors of the law library building completed and negotiating a real property exchange agreement with the County to secure ownership of the law library building in downtown Riverside. In addition, the Board continued to work with the County in selecting a suitable space and relocating the Indio Branch from the Justice Larson Center to a temporary facility in preparation for the construction of the new County Law Building. Other significant Board actions include the following:

- ❖ Approved the 2012-2013 SEIU Local 721 MOU which included a 2% cost of living allowance increase
- ❖ Approved the 2011-2012 Auditor's Report
- ❖ Appointed Gayle Webb as Interim Director to fill the Director position vacancy left by Sarah Eggleston
- ❖ Selected Roberts Consulting Group to conduct the search and selection of a new Director
- ❖ Appointed the new Director Victoria Williamson

Financial Statement*

REVENUE	GENERAL FUND	BUILDING FUND
INTEREST	\$ 17,743.31	\$ 10,507.20
COURT FEES	1,699,220.85	325,935.19
MISCELLANEOUS	10,707.90	0
SUB TOTAL	1,727,672.06	336,442.39
TOTAL	\$ 2,064,114.45	
EXPENDITURES:		
SALARIES & EMPLOYEE BENEFITS		
510040	Regular Salaries	\$ 454,740.69
513000	Retirement – PERS	58,366.55
513120	Retirement – OASDI	40,097.46
513140	Medicare Tax	10,675.21
515000	Dental Insurance	2,673.94
515040	Flex Benefit Plan	34,011.78
515080	Group Health Insurance	49,369.82
515100	Life Insurance	1,335.41
515160	Optical Insurance	1,025.53
515260	Unemployment Benefits	1,615.85
	TOTAL	\$ 659,666.27



SERVICES & SUPPLIES

520200	Communications	\$ 12,317.27
520930	Insurance – Liability	4,900.00
521600	Service Contracts	1,800.55
523100	Memberships	4,625.00
523230	Miscellaneous	27,070.23
523600	Audiovisual Materials	161,083.54
523620	Books – New	22,056.13
523820	Books – Continuations	674,925.44
523700	Office Expenses	27,484.01
523720	Photocopying	1,026.03
523760	County Mail Service	2,424.88
523860	Binding	1,200.00
524560	Auditing & Accounting	12,160.38
524680	Automation	6,402.22
524740	COWCAP	50,170.00
525300	OASIS	1,709.04
525440	Professional Services	67,277.00
526420	Advertising	605.58
528120	Board Expenses	2,414.12
528140	Conferences	3,610.52
528920	Carpool Mileage	1,180.30
529000	Travel – Training	7,864.51
TOTAL		\$ 1,095,206.75

OTHER EXPENSES

542060	Improvements-Building	\$ 4,300.00
546020	Equipment	50,930.77
TOTAL		\$55,230.77
GRAND TOTAL		\$ 1,812,903.26

*Figures are from Final County reports as of June 30, 2013; final figures from Christensen & DeGood’s annual audit will not be available until Winter 2013

Facility Summary



Victor Miceli Law Library
3989 Lemon Street
Riverside, CA 92501
951-368-0368
951-368-0185 (fax)
lawlibrary.riverside@rclawlibrary.org

- 13,100 sq. ft. (1st floor)
- 4,510 sq. ft. (Mezzanine)
- Seating capacity = 97
- Shelving capacity = 12,700 linear feet



Indio Branch
46-900A Monroe Street, Suite 101
Indio, CA 92201
760-848-7151
760-347-4500
lawlibrary.indio@rclawlibrary.org



- 5,000 sq. ft.
- Seating capacity = 40
- Shelving capacity = 2,000 linear feet



Temecula Legal Resource Center
Satellite Branch
30600 Pauba Road
Temecula, CA 92592
951-693-8902

Collection

The estimated total number of books in the law library's collection is 110,350. This number includes 350 print journals and 150 MCLE programs on audio CD in Riverside; 25,000 volumes in Indio and 350 volumes in Temecula. In addition to Lexis, WestlawNext, CEB OnLaw and CCH Intelliconnect, the law library provides free access to 1,863 titles on Hein Online, 1,500 law reviews on LegalTrac, 350 full text publications on EbscoHost including Nolo Press titles.

The Main Library contains the largest print collection which includes California, Federal, and national-scope law resources, as well as superseded and historical materials. It maintains a collection of all 50 state codes. It also houses local materials, including City and County codes and ordinances. The library's collection of practice materials is limited to California, Nevada and Arizona.



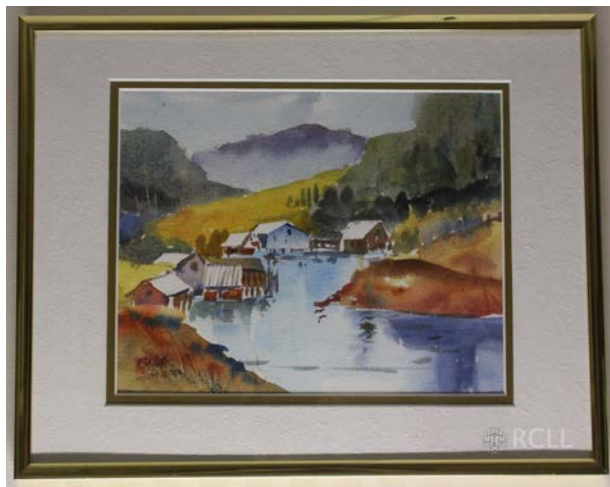
The law library moved from the Justice Larson Center to its temporary site in Indio while the new County Law Building is being built.

COLLECTION STATISTICS	RIVERSIDE	INDIO	TEMECULA
VOLUME COUNT AS OF 06/30/2013	85,000	12,000	350
TITLE COUNT	7,000	750	75
TITLES ADDED	160	78	15
AUDIO VISUAL ADDED	150	0	0
TOTAL TITLES	8,078		
TOTAL VOLUMES	97,350		

The Indio Branch has a collection of approximately 25,000 volumes of California and selected Federal materials. More than half of the Branch collection, currently housed in a storage facility, will eventually be housed in the new law library inside the new County Law Building that is currently under construction. The collection in Indio, while it does not exactly duplicate the Main Library's collection, consists of key print and electronic resources needed for effective legal research.

The Temecula Public Library Law Resource Center has a relatively small collection of about 350 volumes and access to core collection of legal databases including Lexis, Westlaw, HeinOnline, LegalTrac, EbscoHost, and Forms WorkFlow. The law books are housed in a designated *Law Resources Collection* within the general circulating collection of the Temecula Public Library. All materials are California specific.

The Law Library has an art collection of more than 50 art pieces including paintings, prints, photographs, and sculptures. The art pieces are on display both in Riverside and Indio. Most of the paintings are watercolor and by California artists, primarily from Riverside County.



Rural Country by Chuck Stiles



Fairmount Park by Patricia Korzec



California Poppies by Yvonne Hall



Staff Activities

The law library is fortunate to have a staff with diverse backgrounds and rich in skills, talent and experience. Keeping the law library in operation for a combined 121 hours per week and maintaining the quality of its collection, services, and programs is a collective effort. Staff's professional development and community outreach activities include:

Law Library Director, Victoria Williamson – Attended the 2013 Southern California Association of Law Libraries (SCALL) Institute "Healthcare Law & Regulation: The Times Are a-Changin'" held on March 22-23 in Riverside; Served as Chair of Nominations Committee of the AALL's Asian American Law Librarians Caucus; Member of RCBA's Committee on Lawyer Referral Services; and Mentor for the IE L.E.A.D.S. (Librarians Educated to Advance Diversity & Services).

Public Services Librarian, Bret Christensen – Continued to teach legal research courses to the public and present MCLE programs to local bar associations: "24 Free Legal-related Websites in 60 Minutes," Association of Southern California Defense Counsel held on Oct. 18 at the Jonathan Club in Los Angeles; "Cost Effective Legal Research," Riverside County Bar Association held on Feb. 28; "Legal Research 101: How to Conduct a California Legislative Intent Search," Riverside County Bar Association monthly Brown Bag Meeting, held on April 2013; "Legal Research 102: For those who have been there and done that but forgot how" held on January 15, 22, 29, 2013 at the Victor Miceli Law Library. Published *Sweet e-Freedom: 24 free (and useful) websites to satiate the amateur researcher*, AALL Spectrum, v. 17, No. 3, December 2012 <http://www.aallnet.org/main-menu/Publications/spectrum/vol-17/No-3/e-freedom.html>. *Member to Member: what is your favorite research resource?*, AALL Spectrum, v. 17, No. 4, February 2013, 34, <http://www.aallnet.org/main-menu/Publications/spectrum/Archives/vol-17/No-4/m2m.pdf>. Attended the 2013 SCALL Institute "Healthcare Law & Regulation: The Times Are a-Changin'" held on March 22-23 in Riverside. Member of AALL Bylaws & Resolutions Committee and SCALL 2013 Institute Committee.

Social Media Librarian, Daisy Cortes – Completed American Library Association (ALA) course "Reference Through Social Media; Developing Standards, Guidelines, & Policies;" Attended Webinars: "How Nonprofits Can Successfully Use... YouTube and Create Video Content for the Social Web, Use Twitter and Twitter Apps, Use Facebook and Facebook Apps, Use Facebook and Facebook Apps Advanced; Started use of social media and created policies; and Served as mentor for the IE LEADS.

Staff Members, Sharon Cadenhead, part-time bookkeeper who started in January had kept better track of the library's financial reporting by including all receivables and expenditures in Quickbooks and has brought the library's accounting system more in line with generally accepted accounting principles. Additional part-time library assistants were hired for Indio to cover its extended hours of operation: Carrol Magder started in January and Yvonne Franco started in May.

Classes & Community Outreach

The Riverside County Law Library continued its commitment to provide quality services and programs by offering basic legal research classes and topical MCLE courses and hosting public education programs on law related topics that are practical and relevant to the information needs of the community.

Legal Research 101 Series

Courtroom Drama @ Your Library

Distinguished Speaker Program

The *Legal Research 101: because you gotta start somewhere* is a seven part series, one-hour class designed to teach attorneys, paralegals and pro se litigants how to conduct basic legal research and is held monthly in the library's downtown location from 7:00 p.m. to 9:00 p.m. This year, the law library begun offering this class once a month in its Indio and Temecula location.

The *Legal Research 102: for those who have been there and done that but forgot how* is a 9-hour MCLE series of class designed to teach attorneys how to conduct legal research using print and online resources and is held during the months of December and January in the library's downtown location from 6:00 p.m. to 9:00 p.m.

In the summer of 2012, the law library hosted the Wednesday night showing of legal films including the movie *Conviction*, *Legally Blonde*, *Erin Brokovich*, and *Liar Liar* at the Glen Avon branch of the Riverside County Library, followed by handing out of promotional materials about the law library, its services and program offerings.



This year's Distinguished Speaker Program was held on May 1st in celebration of National Law Day and the Grand Re-Opening of the Indio Branch at its new location on Monroe Street. The program featured the Honorable Harold W. Hopp who spoke eloquently about the 2013 National Law Day theme *Realizing the Dream: Equality for All*.



Also, during National Law Day, the law library held at its downtown location a free legal clinic – *15 Minutes of Fame* where volunteer attorneys were available to the public for free 15-minute consultations and an Open House at the Temecula branch.

As a California State Bar approved MCLE provider, the Riverside County Law Library offers free or low-cost MCLE courses on specific topics to help attorneys and paralegals earn continuing legal education credits and meet their MCLE compliance requirements. In addition, the law library has subject-specific MCLE programs on audio CDs available for attorneys and paralegals to check out and earn self-study credits.

2012-2013 MCLE CLASSES

TITLE

DATE

LOCATION

Bias: The Seven Deadly Ethical Dilemmas of Diversity. Presented by Dr. Carlos Cortes. 1 hr. legal ethics & 1 hr. elimination of bias.

September 14,
2012

Temecula Public Library (8 attendees)

October 19,
2012

UCR Palm Desert Graduate Center (58 attendees)

Introduction to Basic Immigration Law & Deferred Action for Childhood Arrivals. 1 hr. general credit. Presented by Russell M. Jauregui.

December 7,
2012

Temecula Public Library (4 attendees)

December 14,
2012

UCR Palm Desert Graduate Center (40 attendees)

(Most) Everything You Wanted to Know About CEBOOnLaw (but were afraid to ask). Presented by Bret Christensen. 1 hr. general credit

May 1, 2013

Victor Miceli Law Library, Riverside (8 attendees)