

**MINUTES OF SPECIAL MEETING**  
**RIVERSIDE COUNTY BOARD OF LAW LIBRARY TRUSTEES**  
Friday, January 25, 2013

**PRESENT:**

Judge Michele Levine, President  
Robert Dunn, Esq., Vice President  
Judge Irma Asberry  
Judge Gloria Trask  
Judge Charles Field (ret.)  
Joseph Peter Myers, Esq.

**ABSENT:**

W.W.(Bud) Miller, Esq

---

**I. CALL TO ORDER**

*The special meeting of the Riverside County Board of Law Library Trustees was called to order at 4:10 pm by the Honorable Michele Levine, President of the Board.*

**II. REGULAR SESSION**

**A. Acceptance of Agenda:**

*It was moved by Judge Field, seconded by Joe Myers and affirmatively voted on to accept the Agenda for the January 25 meeting.*

**B. Minutes of January 4, 2013 Meeting:**

As there was no quorum for the January 4th meeting, no official action was taken. A brief summary of the informal discussion that took place among those who did attend was made available.

*At 4:12 pm, a Closed Session was called pursuant to Government Code Sec. 54954.5(b) and 54957.6(a)*

**III. CLOSED SESSION**

**A. Progress Report from Roberts Consulting Group:**

Thirteen applicants for the Director position have been received; supplemental information was gathered by the RCGroup from eight of the candidates. *After careful review, the Board selected five highly qualified individuals to interview on Wednesday, February 13.*

All Board members are to submit questions they would like the candidates to answer to the Librarian who will then forward them to the RCGroup who will consolidate the list.

The Board unanimously agreed to cover the following expenses for out-of-town candidates: coach flight, one night hotel and reasonable other expenses.

**B. Property Transfer Downtown:**

The Librarian is still looking for a "1 Page Lease" executed between the Law Library and the District Attorney. Before Vice President Dunn can negotiate further with the County, he will

**MINUTES OF SPECIAL MEETING... JANUARY 25, 2013... (Page 2)**

need to know when the County stopped paying the DA's rent to us (or H&J Property Mgmt, Inc). Board members acknowledged the necessity of a CORAL loan payoff and bond counsel expenses but will be seeking a compromise on credits.

Steve Gilbert of the EDA has reported that vagrants have damaged the rear of the Michelle Z property; the Librarian will visit the property and if necessary, alert the local police to make a regular pass-through.

**C. MOU with SEIU:** The Board agreed to a 2% salary increase (except for those just recently hired in at higher salaries) retroactive back to November 1 when negotiations were interrupted with the resignation of the former Director. They also encouraged the Librarian to get a Classification/Compensation Study done as quickly as possible. The Librarian and the President will meet next week to finalize the MOU so that it can be signed and implemented as quickly as possible.

**D. 2012-2013 Budget:**

The Librarian presented Sarah Eggleston's original 2012-2013 budget but included a 2% salary increase and some minor cuts. This budget does not take into consideration many items such as the cost of hiring an Interim Director, a Consulting firm to hire a new Director and the associated expenses, furniture that was ordered before Sarah left, and the new part time position of Accounting Clerk that the Board approved at the December Board meeting. *It was moved by Joe Myers, seconded by Judge Asberry and affirmatively voted upon to accept the 2012-2013 budget as submitted.*

**E. Adjournment:** The Board will not meet at its regularly scheduled date of Friday, February 1 but will convene for Director interviews on Wednesday, February 13 at 9 am instead. There being no further business to come before the Board, the Special Meeting was adjourned at 7:15 pm.

MINUTES: \_\_\_\_\_

Gayle E. Webb, Secretary

Riverside Board of Law Library Trustees

APPROVED: \_\_\_\_\_

Judge Michele Levine, President

Riverside Board of Law Library Trustees