



ANNUAL REPORT 2014-2015

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

Message from the Director



County law libraries throughout California are often the only legal information resource that is freely accessible and open to the public. A common misconception of the public is that county law libraries are only for lawyers and judges. The Riverside County Law Library serves the legal information service needs of all its 2.2 million county residents. Providing and maintaining high quality legal collection, services and programs in a fiscally sustainable manner is an important public service responsibility that we take seriously. Equally important is our commitment to inform and educate the public about the available resources to help them address their legal issues and find

solutions so that all can have access to justice.

On behalf of our dedicated Law Library Board of Trustees and staff, I am pleased to present to you this Annual Report of services and accomplishments of the Riverside County Law Library for the fiscal year end June 30, 2015.

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Overview

The Riverside County Law Library is the only public law library in the County and serves more than 2.2 million residents. With the current budget of approximately \$1.6 million, the Law Library provides free access to current collection of legal materials, professionally-trained legal information services staff, public education programs, as well as quality continuing legal education classes. The Main library, named after its long-time Board President, the Honorable Victor Miceli, is located in downtown Riverside. The Indio branch moved into the newly constructed County Law Building located at 82-995 Highway 111 in February 2015. The Temecula Law Resource Center, a satellite branch with a relatively small print collection and a core collection of electronic legal materials, is located inside the Temecula City Public Library.

The Riverside County Law Library, unlike the typical public library, receives no income from taxes, special bond issues or local government appropriations. It is primarily funded by a small portion of the County's civil court filing fee. It is a County Special District effectively functioning as an independent public agency organized under the California Business & Professions Code Section 6300 et.seq.. It is governed by a seven-member Board of Trustees composed of community judges and attorneys who serve without compensation. The Riverside County Board of Law Library Trustees, through its leadership and strong commitment to public service, makes free and open access to legal information resources, programs and services possible for every citizen in the County.

Facilities



INDIO BRANCH

82-995 Highway 111, Indio, CA 92201
760-848-7151 | 760-863-2022 (fax)

Lawlibrary.indio@rclawlibrary.org

- 6,573 sq. ft.
- Seating capacity = 61
- Shelving capacity = 4,700 linear feet



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



TEMECULA LAW RESOURCE CENTER

(a Partnership between the
Riverside County Law Library and
the City of Temecula)

30600 Pauba Road

Temecula, CA 93592

951-693-8902

Lawlibrary.temecula@rclawlibrary.org

Governance

The Riverside County Board of Law Library Trustees 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 County Board of Supervisors, whose principal office is located in the County of Riverside.

The goal of the Board of Law Library Trustees for Riverside County 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 adequately trained staff, which will enable them to perform the highest level of research and practice.

BOARD OF LAW LIBRARY TRUSTEES

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

The Law Library Trustees & Staff acknowledge the Honorable Charles D. Field's generous contribution of his time, energy and wisdom throughout his 14 years of service on the Board.



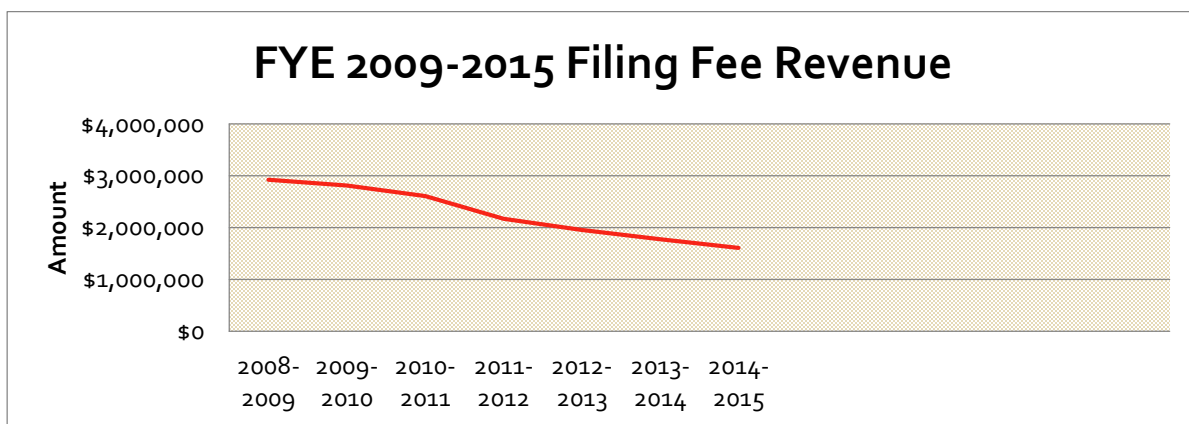
The Board of Trustees focused its time and energy working with the County in finalizing the real property exchange agreement involving the County-owned Victor Miceli Law Library real estate and the Law Library-owned real estate on Main Street in Downtown Riverside. After several years of tireless negotiations, the transfer of ownership of the Victor Miceli Law Library from the County to the Law Library Board of Trustees was completed on November 25, 2014. The Board continued to work with the County and assisted with the design plans for the law library space in the new County Law Building in Indio. The relocation of the Indio Branch Law Library to the newly constructed County Law Building was completed in February 2015. As host site for the Southern California Association of Law Libraries 43rd Annual Institute held on February 27-28, 2015, the Board of Trustees sponsored the SCALL VIP Reception Dinner and conducted a tour of the Riverside Historic Courthouse and the Victor Miceli Law Library. Additionally, significant Board actions include among others the following:

- ❖ Adopted the resolution amending the 2006 Conflict of Interest Code
- ❖ Approved the 2015-2016 Annual Budget
- ❖ Approved the 2013-2014 Audited Financial Statement
- ❖ Accepted the 2013-2014 Annual Report
- ❖ Executed the real property exchange agreement with the County
- ❖ Authorized the purchase of art pieces for the library collection
- ❖ Authorized the designation of the Director and Board President as bank account online administrator
- ❖ Approved amendment to escrow instructions to equally share with the County the cost of escrow.
- ❖ Authorized the Board Vice President to sign amendment to escrow instructions to equally share with County the cost of escrow.
- ❖ Authorized budget allocation for Community Outreach
- ❖ Approved library closures on the Saturday following Thanksgiving Day and Christmas Day

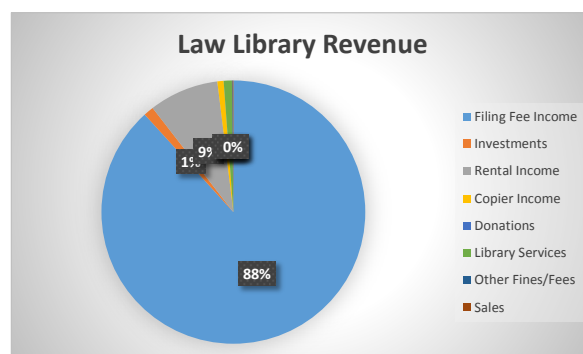
Funding Source

The primary source of funding for California county law libraries comes from a small portion of the county’s civil court filing fee. By law, the Administrative Office of the Courts make monthly distributions from superior court filing fees to the law library fund in each county in the amounts described in the California Business & Professions Code §6321 & §6322.1. The amount collected for civil filing fees varies from county to county. In Riverside County, the Law Library receives, in general, \$32 for every civil lawsuit filed. In the past several years, approximately 90% of the total law library revenue is derived from court civil filing fee.

California county law libraries have been experiencing a steady decline in their filing fee revenue, an average of 35.57% decrease in the last six fiscal years. In Riverside County, the decrease in law library’s filing fee revenue averaged at 43.51% from fiscal year 2008-2009 through 2014-2015.



The overall number of Superior Court filing in Riverside County continues to decline. For fiscal year 2014-2015, the total revenue collected through filing fees was \$1,609,433, an 8 % decrease from the prior fiscal year’s \$1,747,533. Filing fee revenue makes up 88% of the law library’s total revenue this fiscal year. The other 12% of revenue are from interest income, rental income, copier income, sales and library services income.



Funding of county law libraries continue to be a major concern in California. The Council of California County Law Librarians, with the help of its lobbyist, continually advocate for legislation to increase the portion of filing fees that fund county law libraries, as well as find alternative sources of funding. As county law libraries continue to experience decrease in filing fee revenues, the cost of legal publications and information technology continues to increase making it especially challenging to continue to provide access to and maintain quality legal information resources and services. Despite the financial challenges, the Riverside County Law Library Board of Trustees, the Director and staff are committed to maintaining the Law Library’s high level of service and will continue to seek new and collaborative ways to enhance service to the public, the bar, the judiciary, and all branches of government of Riverside County.



Financial Statement*

REVENUE	GENERAL FUND	BUILDING FUND
INTEREST	\$ 13,099.52	\$ 11,032.25
COURT FEES	\$ 1,287,546.74	\$ 321,886.70
MISCELLANEOUS	\$ 33,989.70	\$ 155,698.80
SUB TOTAL	\$ 1,334,635.96	\$ 488,617.75
TOTAL	\$	1,823,253.71

EXPENDITURES:

SALARIES & EMPLOYEE BENEFITS

510040	Regular Salaries	509,860.68
513000	Retirement – PERS	59,359.28
513120	Retirement – OASDI	36,034.67
513140	Medicare Tax	8,427.44
515000	Dental Insurance	4,708.76
515040	Flex Benefit Plan	70,179.75
515080	Group Health Insurance	(3,229.27)
515100	Life Insurance	848.70
515160	Optical Insurance	333.15
515200	Retirees Health Insurance	13,285.90
515260	Unemployment Insurance	9,920.78
517000	Workers Comp Insurance	4,006.88
	TOTAL	\$ 713,736.72

ADMINISTRATION

523230	Miscellaneous	5,049.81
523060	Sales & Use Tax	842.95
523290	Bank Charges	912.31
523700	Office Supplies	2,110.95
523760	Postage-Mailing	3,058.60
523940	Recruiting	302.07
527660	Promotional Materials	2,110.08
527820	Staff Appreciation	560.96
528120	Board Expenses	2,836.47
546020	Travel (RCLL Business)	3,278.81
574600	Management Fees	189.06
	TOTAL	\$ 21,252.07

COLLECTION

523600	Audiovisual	3,160.99
523620	New Books	1,299.94
523621	Standing Order (Print Continuations)	504,594.80
523622	Electronic Databases	217,544.07
523820	Subscriptions	14,9602.54
523860	Bindery	16.21
523870	Material Processing Supplies	1,979.75
	TOTAL	\$ 878,198.30

EQUIPMENT

520260	Computer Lines	451.32
523880	Copiers - Staff	4,631.70
523881	Copiers - Public	2,546.24
526530	Rental – Lease Equipment	2,142.50
527580	Furniture Stock	478.54
546080	Computers-Staff	14,894.86
546081	Computers-Public	16,762.82
546121	Office Equipment (adding machine)	391.01
546140	Library Equipment	16,055.58
	TOTAL	\$ 58,354.57



FACILITIES		
326203	Facilities & Equipment	29,56
520330	Communications (Tel & Internet)	23,423.20
520815	Cleaning & Custodial Support	9,467.52
520845	Trash	3,508.76
520930	Insurance - Liability	5,503.16
522310	Maintenance & Repair - Rental	1,818.59
522320	Landscaping	175.00
524740	County Support Service	2,631.00
526500	Burglar Alarm System	2,498.89
526600	Fire & Alarm System AT&T	376.36
529500	Electricity	20,858.33
529510	Heat/Air (Gas)	6,242.41
529540	Rent, Parking, Utilities	918.56
529550	Water	4,259.18
542060	Improvements-Building	103.42
	TOTAL	\$ 81,813.94
527840	Public Programs	\$ 1,347.77
530301	MCLE Programs	\$ 3,351.45
PROFESSIONAL DEVELOPMENT		
523100	Memberships	3,112.00
528140	Conferences/Registration Fees	3,162.9
528901	Air Transportation-Out of State	1,179.70
528961	Lodging-Out of State	2,342.68
528980	Business Meals	425.17
528981	Meals-Out of State	168.65
529040	Private Mileage Reimbursement	546.00
529060	Public Service Transportation	128.16
529061	Public Transportation-Out of State	34.50
529101	Parking Validation	15.00
529120	Travel/Meetings	155.00
	TOTAL	\$ 11,269.76
PROFESSIONAL SERVICES		
520250	Communications Equip.-Install	3,504.09
524560	Audit	12,944.30
524562	Accounting	17,850.00
524680	Consultants - IT	26,359.56
524681	Integrated Library System	650.00
524682	OCLC Deposit Account	1,000.00
525021	Human Resources, Legal	3,422.30
525300	OASIS Processing-Financials	1,201.70
525440	Professional Services - Other	300.00
	TOTAL	\$ 67,231.95
	SUBTOTAL	\$1,836,556.53
OTHER EXPENSES		
521600	Contract Services-Bldg.	3,500.00
525022	Real Estate, Legal	4,090.99
532600	Cap Lease-Purchase Principal-Bldg.	340,891.47
542020	Improvements-Building	\$ 13,763.00
	TOTAL	\$ 362,245.46
	GRAND TOTAL	\$ 2,198,801.99

*Figures as of June 30, 2015. Final figures from Christensen & DeGood's annual audit will not be available until Winter 2015

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 2014-2015 has been a year full of positive and exciting changes for the Riverside County Law Library which include the following accomplishments:

- ❖ 26% increase in the number of people who visited or used the Law Library (from 39,274 to 49,506)
- ❖ 62% increase in the number of patron inquiries answered (from 9,820 to 15,866)
- ❖ 14 MCLE classes (15.5 hrs. of participatory credits) attended by 324 attorneys and paralegals, up 92% from last year's 169 combined total number of attendees; 333 MCLE materials circulated
- ❖ 298 additional hours the library was kept open after business hours to hold evening classes for UCR, Cal. Southern Law School and Cal. Desert Trial Academy.
- ❖ 9 library tours were conducted with 103 combined total number of people in attendance including students from UCR, Cal. Baptist, California Southern Law School, Loma Linda University, Platt College, Sage College, Riverside City College, Mt. San Jacinto College, and the Riverside County Grand Jury.
- ❖ Offered 15-minute free consultations with volunteer attorneys through 3 free legal clinics which drew 70 attendees.
- ❖ 281% increase in website visits (from 101,345 to 386,308)
- ❖ 50% increase in Facebook followers (from 166 to 249)
- ❖ 65 % increase in Twitter followers (from 58 to 96)
- ❖ 18% increase in eNews subscribers (632 to 749)

The Law Library continued offering relevant and practical programs to include Minimum Continuing Legal Education (MCLE) classes held in its three locations: Riverside, Indio and Temecula. It continually seek new opportunities to collaborate with community groups, public agencies, the courts, local Bar and law library associations. This year, the Law Library participated in the following programs:

- Greater Inland Empire Municipal Law Association's Meeting
- Inland Counties Association of Paralegals Annual Meeting
- Riverside County Bar Association's *Bridging the Gap*
- Riverside Legal Aid's *Free Low-Income Taxpayer Clinic*
- Southern Cal. Assn. of Law Libraries (SCALL) 43rd Annual Institute
- SCALL Public Access to Legal Information's *Basic Legal Research for Non-Law Librarians*

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 475 attendees.

▲ SMALL CLAIMS CLINIC

Hosted the Inland Empire Latino Lawyers Association's small claims clinic offered once a month which drew a total of 62 attendees, up 26% from last fiscal year.

▲ LEGAL RESEARCH CLASSES

17 legal research classes held which drew 242 attendees, 29% more than last year's 187.

▲ FREE TAX PREPARATION ASSISTANCE W/ AARP

7 tax prep clinics held this year, 3 IRS certified AARP-TCE volunteers assisted low-income seniors in preparing their tax returns during the months of March & April w/ 50 participants.



Collection

The estimated total number of books in the Law Library’s collection is 97,350. This number includes 85,000 volumes, 350 print journals and 150 MCLE programs on audio CDs in Riverside; 12,000 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 Indio Branch has a collection of approximately 12,000 volumes of California and selected Federal materials. 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, Forms WorkFlow, and CEB OnLaw. 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.

COLLECTION STATISTICS	RIVERSIDE	INDIO	TEMECULA
VOLUME COUNT AS OF 08/18/2015	85,000	12,000	350
TITLE COUNT	7,160	828	90
TITLES ADDED	99	44	5
AUDIO VISUAL ADDED	6	6	0
TOTAL TITLES	8,314		
TOTAL VOLUMES	97,350		



The Main Library maintains a collection of 85,000 volumes



The Temecula Law Resource Center provides free access to CEB OnLaw, Lexis Advance, WestlawNext, etc.



The Indio Branch maintains a collection of 12,000 volumes



Hood River Valley by Charlotte Britton

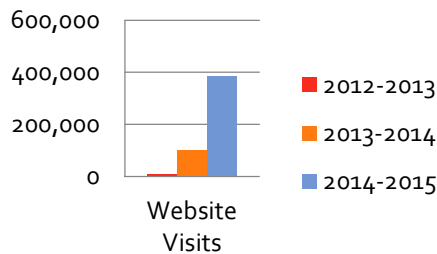
Community Engagement

Website

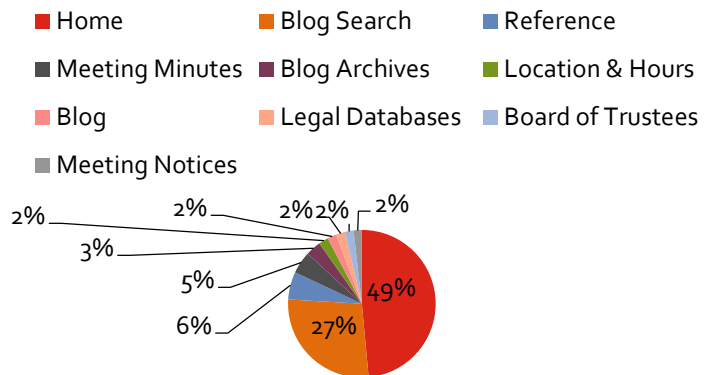
The Law Library's redesigned website launched in March 2014 garnered an 808% increase in website visits from 2012-2013 fiscal year to the 2013-2014, only four months after going live. This year, there are 386,308 website visits, a 281% increase from last fiscal year's 101,345 website visits.

The number of website visits during fiscal year 2014-2015 reveals that 49% are visits to the Law Library's homepage and 27% are queries to the Law Library's Blog Search page.

Website Visits 3 year Comparison



Top 10 Visited Web Pages



Social Media Networks

Type of Presence	Total No.
Website Visits	386308
eNews	749
Facebook Likes	249
Twitter Followers	96
Pinterest Followers	59



Public Programs & Special Events

In its commitment to provide access to legal information to members of the legal community and the general public, the Riverside County Law Library continued to offer basic legal research classes, public educational programs on law-related topics, and minimum continuing legal education (MCLE) programs for attorneys and paralegals.

- ❖ 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.
- ❖ 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 & January in the library's downtown location from 6:00 p.m. to 9:00 p.m.
- ❖ The *Family Law: Help You Help Yourself* is a free two-hour family law orientation class relating to marriage dissolution, legal separation, child support and related issues. This program, presented by Riverside County Superior Court's Family Law Faciliator Patricia Rich , was held on October 7, 2014 at the Temecula Law Resource Center inside the Temecula City Public Library.
- ❖ The *Introduction to Drinking and Driving Cases* is a two-hour program designed to educate the public about an individual's rights and the legal consequences of drinking and driving, as well as what happens after a DUI arrest. This program, presented by Criminal Defense Attorney Erik R. Bruner, was held on November 20, 2014 at the Temecula Law Resource Center inside the City of Temecula Public Library.
- ❖ The *Teens & the Law: Know Your Legal Rights* is a two-hour program designed to educate the public about laws affecting every aspect of a teenager's life at school, work or play including laws on curfew and credit-cards. This program presented by Community Engagement & Digital Services Librarian Daisy Cortes, was held on October 29, 2015 at the La Quinta Public Library.
- ❖ The *Taking the Fear Out of Service of Process in Mexico* is a one hour program designed to explain how to validly serve a person in Mexico and provide a brief comparison of the procedural requirements in various countries. This program, presented by Family Law Facilitator Pamela Jane Peery, was held on November 20, 2015 in the Law Library's Indio 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. More than 300 MCLE materials were circulated during fiscal year 2014-2015.



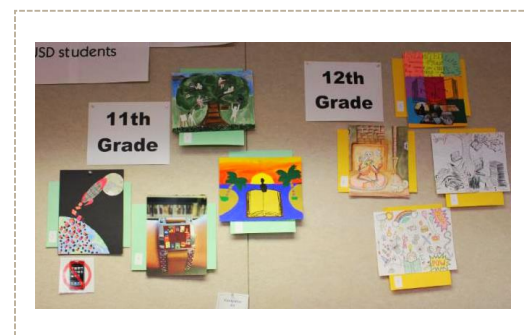
Hon. Cynthia Loo, Access & Fairness Council Chair, discussed strategies for eliminating bias in the legal profession.

2014-2015 MCLE CLASSES

TITLE	DATE	LOCATION
<i>How to Conduct a Comprehensive Legislative Intent Search.</i> Presented by Carolina Rose. 1 hr. credit, general	August 13, 2014	Riverside County Bar Association (20 attendees)
<i>Drones: Legalities, Practicalities, Myths & Facts.</i> Presented by Prof. Daniel Skubik . 1 hr. credit, general	October 7, 2014	Victor Miceli Law Library (9 attendees)
<i>Elimination of Bias: How Far Have We Come?</i> Presented by Hon. Richard T. Fields, Hon. John M Pacheco, & Comm. Cynthia Loo . 1 hr. credit, Elimination of bias	October 21, 2014	Victor Miceli Law Library (22 attendees)
<i>How to use CEB OnLaw Tutoria.</i> Presented by Suzanne Smith. 1 hr. credit, general	October 24, 2014	Temecula Law Resource Center (9 attendees)
<i>Stress & Mental Illness in the Legal Profession.</i> Presented by Dr. Dennis Safire. 1 hr. credit, substance abuse	November 5, 2014	Law Library, Indio Branch (38 attendees)
<i>Substance Abuse and the Legal Profession.</i> Presented by Greg Dorst, James Heiting, & Michael Razo . 1 hr. credit, substance abuse	November 12, 2014	Victor Miceli Law Library (27 attendees)
<i>Legal Research 102: for those who have been there and done that but forgot how.</i> Presented by Bret Christensen. 3 hrs. credit, general	December 1, 2014	Victor Miceli Law Library (6 attendees)
	December 8, 2014	Victor Miceli Law Library (8 attendees)
	December 15, 2014	Victor Miceli Law Library (8 attendees)
<i>How to Have an Effective Mediation.</i> Presented by Lori B. Sanford. 1 hr. credit, general	December 10, 2014	Law Library, Indio Branch (28 attendees)
<i>Legal Ethics: And a Popular Sitcom About Nothing.</i> Presented by Hon. Angel Bermudez. 1 hr. credit, legal ethics.	December 5, 2014	Temecula Law Resource Center (18 attendees)
<i>Tips on How to Get Immigration Bond for Your Client.</i> Presented by Rogelio Morales; 1 hr. credit, general	April 15, 2015	Victor Miceli Law Library (8 attendees)
<i>Tech Day with CEBOnLaw, EbscoHost Lexis-Nexis, WestlawNext, Wolters Kluwer.</i> Presented by Vendor Representatives 2.5 hrs. credit, general	April 14, 2015	Victor Miceli Law Library (12 attendees)
<i>Proposition 47: What is It and How Is it Working?</i> Presented by Laura Arnold. 1 hr. credit, general	April 16, 2015	Victor Miceli Law Library (9 attendees)

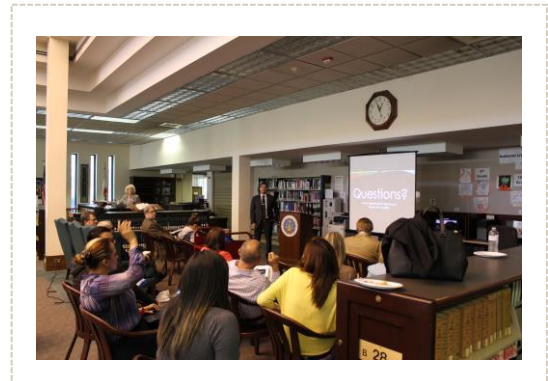
❖ In celebration of National Library Week (April 15-18, 2015), the Law Library held countywide programs and events which included:

- Art Contest for 9th to 12th grade students in the Riverside Unified School District. More than 150 works of art depicting the 2015 theme “*Unlimited Possibilities @ your library*” were submitted. Students who participated in the contest were given complimentary tickets to the Riverside County Fair & Date Festival courtesy of the Riverside County Economic Development Agency. The top 12 entries were displayed prominently in the Victor Miceli Law Library during National Library Week. The winners,



The 1st National Library Week Art Contest at RCLL drew more than 150 entries from RUSD & Father’s Heart Ranch students.

- selected by a panel of judges that included members of the Law Library Board of Trustees and the Hon. Charles D. Field, were: Jacob Paul Gomez (9th grade), Alyssa Drake (10th grade), Nicole Wolsleger (11th grade), and Ernerto Murillo (12th grade).
- Open house reception celebrating the re-opening of the Indio Branch library in the new County Law Building which drew in 60 attorneys, paralegals, local public officials and members of the general public and 21 library tours were conducted.
 - The ever popular *15 Minutes of Fame Free Legal Clinics* were held on April 15, 2015, from 10am to 2pm in Riverside, and in Temecula which helped 40 individuals dealing with legal issues including family law, probate, personal injury, and civil litigation matters.
 - A series of MCLE noon time program held during the week in Riverside included *Tips on How to Obtain Immigration Bond for your Client* by Rogelio V. Morales, *Proposition 47: What Does It Mean & How Is It Working* by Laura B. Arnold, and a *Tech Day* expo participated by online legal vendors such as CEB OnLaw, EBSCOHost, LexisNexis, WestlawNext, and Wolters Kluwer. These MCLE programs drew a combined total of 80 attorneys and paralegals.



Criminal Defense Atty. Rogelio Morales discussed best practices in representing clients in bond proceedings at Los Angeles & Adelanto Immigration courts.



Tech Day at the Victor Miceli Law Library during National Library Week, April 14, 2015.



Laura Arnold explained Prop. 47 impact on the criminal justice system in Riverside County.

2015 American Association of Law Libraries (AALL) Excellence in Marketing Award – Best Campaign for 2014 National Library Week at Riverside County Law Library



Collaborations

❖ **Cal. Desert Trial Academy (CDTA)** – In 2012, a law school was launched in Indio. The Law Library agreed to make its collection of legal materials, meeting space and staff in its Indio branch available to the law students and faculty of CDTA to support its mission of “educating, training and developing extraordinary legal advocates” in the Coachella Valley. The Law Library is pleased to be part of this successful collaboration of meeting the legal education needs of Desert area county residents for the last three fiscal years. The Law Library in Indio was kept open for an additional 228 hours this fiscal year.



New Attorney Academy Orientation & Tour of the Victor Miceli Law Library held in November 2014.

❖ **Cal. Southern Law School** – For several years, the Victor Miceli Law Library’s collection, meeting space and staff were made available to support the legal research education needs of the California Southern Law School students. This fiscal year, the Law Library was kept open for an additional 37.5 hours.

❖ **Family Law Workshops** – The Victor Miceli Law Library has, in the past six years, made its meeting space, equipment and staff available to the Riverside Superior Court Self-Help Center to hold its Family Law Facilitator evening workshops on marital dissolution, child support, order to show cause, and default judgments. The workshops are held at least twice a month from 4:30 pm to 7:30 pm. This fiscal year, there were 36 family law workshops held with 475 combined total number of attendees.

❖ **Free Legal Informational Session** – The Law Library, in collaboration with the City of Coachella, the Inland Counties Legal Services, and the Desert Bar Association held a free legal informational session in English and Spanish on Immigration Law “DACA”/Immigration Reform, Landlord-Tenant Law and Expungements. This program was held on September 20, 2014, from 9:00 am to 2:00 pm at the Bagdouma Park Community Center in Coachella.

❖ **Legal Consultation Clinic** – The Law Library continued working with local attorneys including members of the Southwest Riverside County Bar Association in providing free 15-minute legal consultations to county residents dealing with issues in the areas of family law, landlord-tenant, personal injury, probate, and civil litigation matters. Three free legal clinics were held and had a combined total of 70 attendees.

❖ **Low-Income Taxpayer Clinic** – In January 2015, the Law Library began hosting a free low-income taxpayer clinic in collaboration with the Riverside Legal Aid and the Legal Aid Society of Orange County. This workshop, held at the Law Library’s three location, is designed to provide information and assist in understanding taxpayer’s rights, IRS notices, Audits, Offer-in-Compromise, Innocent Spouse Relief, Wage garnishments, and other remedies to tax controversy.



27 county residents received free consultation from SWRCBA attorney volunteers during National Library Week

- ❖ **Southern California Association of Law Libraries (SCALL)** – In partnership with SCALL’s Public Access to Legal Information Committee, the Law Library hosted the *Basic Legal Research for Non-Law Librarians*. This program was designed to educate public librarians and staff about fundamental methods of legal research and gain practical knowledge of various legal reference materials that are available to them. This whole-day program was held on May 5, 2015 at the Temecula Law Resource Center and drew 26 attendees.
- ❖ **Small Claims Clinic** - In partnership with the Inland Empire Latino Lawyers Association (IELLA), a free Small Claims Clinic are held every fourth Saturday of the month from 9:00 am to 1:00pm in the Victor Miceli Law Library. This three-hour session helped a total of 62 individuals (up 26% from last year) to learn how to present their claims and navigate through the small claims court process.
- ❖ **Tax Preparation Assistance Clinic** – In partnership with American Association of Retired Persons (AARP), a free tax preparation assistance clinics are held during the months of March & April in the Victor Miceli Law Library. This fiscal year, three IRS-certified AARP-TCE volunteers assisted with preparing income tax returns for 50 individuals.
- ❖ **Temecula Law Resource Center** – Established in November 2011, the Law Library’s partnership with the City of Temecula made it possible to provide the Southwest Riverside County residents access to current collection of legal materials, legal reference service, legal research and continuing legal education classes, and public legal education programs. The continued success of this partnership has raised the level of public’s awareness of the Law Library’s value to the communities in the Southwestern region of the County.
- ❖ **UCR, Extension Paralegal Program** – For the past several years, the Victor Miceli Law Library has made its legal resource materials, services and staff available to support the legal research education needs of the UCR Extension Paralegal Program students. This fiscal year, the Law Library was kept open for an additional 32.5 hours.
- ❖ **Western Governors University** – The Victor Miceli Law Library in the past several years, has been proctoring exams for Western Governors University students which generates an additional income of \$20-\$25 per exam. This fiscal year, the staff proctored 26 exams.



Public librarians learning the difference between legal reference and legal advice during the PALI program held in May at the Temecula Law Resource Center.

Staff Activities

The Staff is the Law Library’s most valuable asset; hence the Riverside County Board of Law Library Trustees fully supports the staff’s professional development and community outreach activities. The staff’s diverse educational and cultural backgrounds is an important element in ensuring that the Law Library meets the legal information service needs of a community of library users as diverse as those in Riverside County. Keeping the Law Library running efficiently for a combined total of 5,818 hours in this fiscal year and maintaining the quality of its collection, services, and programs is a team effort. An all-staff professional development retreat is held annually. This year’s retreat was held on September 29, 2014 in the Victor Miceli Law Library. This all-day workshop included a morning program on effective communication skills with a focus on effective listening skills and an afternoon program on *Tools for Challenging Patrons: Safety & Security at Our Library* presented by Dr. Steve Albrecht, internationally-known for his consulting and training work in workplace violence prevention. In addition, the staff’s professional development and community outreach activities include the following:

Law Library Director, Victoria Williamson – Attended the 2014 American Association of Law Libraries (AALL) Conference “Beyond Boundaries” held on July 12-15 in San Antonio, Texas; AALL Chapter Leadership workshop held during the AALL Conference; the 2015 California State Library’s Annual Public Library Director’s Forum held on March 4-5, 2015 in Ontario; and the Council of California County Law Librarians 2014 Fall Meeting held on September 12 in San Diego; currently serve as President of Southern California Association of Law Libraries (SCALL) and as the 2015 Institute Chair, organized the 43rd Annual SCALL Institute “Thriving in the Network Economy” held on February 27-28, 2015 in the Historic Mission Inn Hotel & Spa in Riverside; continued to serve on the Riverside County Bar Association’s (RCBA) Committee on Lawyer Referral Services.



The 43rd Annual SCALL Institute held in the Historic Mission Inn drew more than 100 legal information professionals to the City of Riverside.

Research & Instruction Services Librarian, Bret Christensen – Attended the 2014 AALL Conference “Beyond Boundaries” held on July 12-15 in San Antonio, Texas; Served as Technology Support Subcommittee Chair for the 2015 SCALL Institute “Thriving in the Network Economy” held on February 27-28, 2015 in the Historic Mission Inn Hotel & Spa in Riverside; Appointed to serve on the New Product Jury Award for the AALL and Editorial Board of AALL Spectrum Magazine; and continued to chair the Law Library’s *National Library Week’s* Planning Committee.

Community Engagement & Digital Services Librarian, Daisy Cortes – Served as Publicity Subcommittee Chair of the 2015 SCALL Institute “Thriving in the Network Economy” held on February 27-28, 2015 in the Historic Mission Inn Hotel & Spa in Riverside; and participated as speaker in RCBA’s *Bridging the Gap* Program held on January 30, 2015 in Riverside.

Staff Members: Legal Information Specialist Janice Searle participated as speaker in RCBA’s *Bridging the Gap* Program held on January 30, 2015 in Riverside and as exhibitor during the “Elder Abuse Awareness Symposium” held on June 24, 2015 in Moreno Valley. Library Assistant, Mahum Shere attended the 2015 SCALL Institute “Thriving in the Network Economy” held on February 27-28, 2015 in the Historic Mission Inn Hotel & Spa in Riverside. She is the 2015 recipient of the *AALL & Thomson Reuters George A. Strait Minority Scholarship Award* and SCALL Grant to attend the 2015 AALL Meeting & Conference in Philadelphia, Pennsylvania. Administrative Assistant, Mariah Clark completed the QuickBooks Pro/Premier user certification program. Jennifer Madison and Nicholas Lopez started in November 2014 and Jessica Lara in February 2015 as part-time library assistants in the Indio Branch. Associate Director, Technical & Administrative Services Betsy Manouchehri retired in March 2015 after 27 years of service.

Established in Summer of 2013, the Law Library’s **Internship and Volunteer Program** made it possible for students interested in a career in law and/or legal information services to gain knowledge, on-the-job training, and exposure to real world legal research and library work. The students’ internship and volunteer experience helped them in determining whether or not a career in law or library and information science is right for them. This year, the Law Library had one summer intern and one volunteer. **Joy Navarro**, a UC Berkeley student, has prior internship work experience as an IRS-certified tax returns filer at UC Berkeley’s Student Legal Clinic’s Income Tax Assistance program and as a Spanish translator for East Bay Sanctuary Covenant in Berkeley. She began her internship in summer 2015 and completed 114



hours. During her internship, she updated/created research guides, wrote blog posts including resource reviews for "What Is It? Wednesday," and assisted with reference service and special projects in Technical Services. **Ming Lu**, former Head of Cataloging for Los Angeles County Law Library, worked 102 hours as a volunteer at the Temecula Law Resource Center. She assisted with processing new materials and creating excel spreadsheets of countywide libraries, local businesses, churches and other community centers to promote library events and distribute flyers. She also helped with registration for the community outreach programs held in Temecula.