

**MINUTES OF REGULARLY SCHEDULED MEETING
RIVERSIDE COUNTY BOARD OF LAW LIBRARY TRUSTEES
June 3, 2016**

PRESENT

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

ABSENT

Hon. Irma Asberry
Hon. L. Jackson Lucky IV

Members of the Public

Lionel Brown
Debbie Ellis
Phillip Nava
Belinda Valentine

I. CALL TO ORDER

The regularly scheduled meeting of the Riverside County Board of Law Library Trustees was called to order by President Levine at 3:15 pm.

II. PUBLIC COMMENT

Ms. Ellis claimed that the public were not notified about changing the library parking lot to a permit-only parking lot in violation of the Brown Act. She also expressed concern about the parking lot security and asked about the library's liability insurance. She mentioned that she was mugged in the parking lot on March 11. She observed that the parking lot is never filled to capacity and suggested allotting 10 parking slots for public parking. She suggested holding legal clinics where attorneys can charge for \$15 for 15-minute consultations as additional source of income for the library.

III. REGULAR SESSION

A. Acceptance of June 3, 2016 Meeting Agenda

It was moved by Bud Miller, seconded by Robert Dunn, and unanimously voted upon to accept the Agenda for the June 3, 2016 meeting.

B. Minutes of May 6, 2016 Regular Meeting

Approval of the May 6, 2016 regular meeting minutes was moved by Judge Trask, seconded by Bud Miller, voted upon and motion carried.

C. Director's Report / Discussion:

- May Programs: 4 Family Law Workshops w/ 46 attendees; Small Claims Clinic w/ 3 attendees; Legal Research class w/ 5 attendees. WestlawNext Class in Temecula with 10 attendees. Library tour with 13 paralegal students from Platt College.
- The County conducted the water pressure test and found a leak. They were able to isolate the leak by shutting the valve that connects to the pipe where the water flows to the "make-up water" in the A/C unit located on top of the building. They still need to re-route some pipes because the pipe is not in an area that they can reach. Insurance will cover the water loss less \$2500 deductible but will not cover cost to repair the leak.

Judge Trask asked where the water from the leak was going and suggested to invite Gilbert Montanez to the next month's meeting so he can explain fully the leak problem and answer questions from the Board. She also reported on her meeting with David Aldana, the Superior Court Deputy Executive Officer for Facilities and described how the portable A/C unit vent will be installed on the ground floor of the Self-Help Center.

- Per Counsel's advice, the Auditor's Report is subject to full disclosure under the CPRA, however the Library can require the person requesting a copy to pay for the copying cost which is \$.15 cents a page.

Victoria will draft a revised "Public Computer Use Policy" to allow patrons to use computers beyond the 2-hour limit provided that it is used for legal research purposes and no one else are using the computers. The revised policy will be on the next month's Board Meeting agenda.

- The Merced County Law Library Board of Trustees were very thankful and appreciative in receiving two used computers donated by the Riverside County Law Library.

Judge Levine suggested to have an all-day Board training to be held in September/October. Topics to discuss will include, plans for future programs and services to generate revenue, and modernization of the Victor Miceli Law Library facility. Director suggested to begin considering the reduction of print materials, particularly those title subscriptions that are also available in electronic format.

D. Victor Miceli Law Library Parking Lot

President Judge Levine spoke briefly about the history on the parking lot arrangement prior to the change in ownership of the Law Library building and explained that for years the Pritchard Bldg. tenants have used the parking lot for free. The Law Library Board, in its fiduciary obligation needed to find additional revenue source for its operation and cannot continue to allow free parking for the Pritchard Bldg. tenants. Advance notice was given to the tenants and the public. Board Member Joe Myers commented that this parking lot item has been on the agenda for the past 12 months and notice of the Board Meeting Agenda are posted publicly. Judge Trask commented that the Board had several discussions about the parking lot at its open session meetings, a lot of thought and research went into determining the reasonable fee to charge for parking, handling the enforcement, towing, etc. before the decision was made.

E. Acceptance of the May 2016 Financial Reports

Acceptance of the May 2016 Financial Reports was moved by Joe Myers, seconded by Bud Miller, voted upon and motion carried.

F. Acceptance of the FY 2016-2017 Budget

Acceptance of the FY 2016-2017 Budget was moved by Joe Myers, seconded by Judge Trask, voted upon and motion carried.

Victoria will inquire about what the arrangement is regarding \$22K account that the library has with the Riverside Arts Museum designated for future art purchases.

IV. Closed Session

At 4:32 pm Judge Levine announced that Board would go into closed session:

With respect to every item of business discussed pursuant to Govt. Code §54954.5(f)

A. Conference with Labor Negotiator

Negotiator: Victoria Williamson; Parties: Law Library and SEIU Local 721.

With respect to every item of business discussed pursuant to Govt. Code §54957(b)

B. Public Employee Performance Evaluation

Title: Law Library Director

C. Reconvene to Open Session

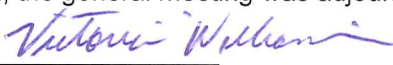
At 5:05 pm President Michelle Levine reconvened to open session with nothing to report.

V. ADJOURNMENT / NEXT MEETING

The next scheduled meeting of the Board of Law Library Trustees on Friday, July 1, 2016 at 12:00 pm.

There being no further business to come before the Board, the general meeting was adjourned at 5:15 pm.

MINUTES: _____


Victoria Williamson, Secretary
Riverside County Board of
Law Library Trustees

APPROVED: _____


Hon. Michele D. Levine, President
Riverside County Board of
Law Library Trustees