

**MINUTES OF REGULARLY SCHEDULED MEETING
RIVERSIDE COUNTY BOARD OF LAW LIBRARY TRUSTEES
June 1, 2018**

PRESENT

Hon. Michele Levine
Robert Dunn
Joe Peter Myers, Esq.
Hon. Gloria Trask
Hon. L. Jackson Lucky IV
Victoria Williamson, Secretary

ABSENT

Hon. Irma Asberry
John Boyd

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 Judge Levine at 12:30 pm.

II. NO PUBLIC COMMENT

III. REGULAR SESSION

A. Acceptance of June 1, 2018 Meeting Agenda

It was moved by Judge Lucky, seconded by Judge Trask and was unanimously voted upon to accept the agenda for the June 1, 2018 meeting.

B. Approval of Minutes of May 4, 2018 Regular Meeting

Due to a lack of quorum, approval of the minutes is deferred to July 6, 2018 meeting.

C. Director's Report

May Programs: 3 Family law workshops with 24 attendees; RCC Paralegal program workshop held in the library with 13 students. Library tour with 20 UCR Ext. paralegal students; and one proctored exam. Lawyer in the Library program in Indio had 3 attendees. Theresa has been working with Natalie Keller of the Larson Justice Center to hold Family Law Clinics in Indio branch on a quarterly basis, similar to the Family Law Workshops being held in Riverside.

Mahum, Alex, and Bret are working, on rotation, in Temecula until the library assistant position vacancy is filled. Stephanie Nava-Angeles completed 99 hours of internship. She created an Environmental Law Research Guide and worked on social media posts. Isaac completed 90.5 hours of internship. He worked on creating a research guide/instructional packet for the criminal record expungement procedure.

Two new employees started on May 25th, Isaac Juarez as part-time library assistant in Indio and Sarah Shahatto as substitute library assistant in Riverside.

Library received five applications for the part-time library assistant position for Temecula and five applications for the full-time library assistant position for Riverside.

Judge Levine reported on the meeting with County EDA held on May 3 regarding the MEP systems evaluation report that raised safety concerns about the electrical system of the library building. Victoria will arrange for Judge Levine and John Boyd to meet with Marty to assist in preparing a list of maintenance work priorities with costs including the County's percentage share of the costs.

Bob Dunn stated that with regards to the library space in Indio, the County's request to the Board to pay \$1,000 a month for its share of utility bills is contradictory to the history

of the relationship between the County and the Law Library. The agreement has been that the library will provide the collection materials and the staffing while the County provides the facility space. He said that the County no longer provides space for the law library in Riverside. The board agrees that the library should not have to pay or bear the costs other than the cost of collection materials and staffing of the law library in Indio.

D. RPD's Request to Use Library Parking Lot

The Board denies the request to make special arrangement for free use of the library parking lot by the City of Riverside Police Department.

E. Acceptance of the April 2018 Financial Report

Judge Trask moved to accept the April 2018 Financial Report with modification, seconded by Joe Myers, voted upon and motion carried.

F. Acceptance of the 2018-2019 Annual Budget

It was moved by Joe Myers, seconded by Robert Dunn, voted upon and motion carried.

IV. CLOSED SESSION:

A. At 12:46 pm Judge Levine announced that the Board will go into closed session with respect to the item of business discussed pursuant to:

- Cal. Govt. Code §54954.5(f) – Conference with Labor Negotiator (Negotiator: Victoria Williamson; Parties: Law Library and SEIU Local 721).
- Cal. Govt. Code §54957 (b) – Public Employee Performance Evaluation – deferred to a special board meeting to be arranged by Victoria.

B. At 1:54 pm Judge Levine reconvene to open session with nothing to report.

V. ADJOURNMENT / NEXT MEETING

The next scheduled meeting of the Board of Law Library Trustees will be on Friday, July 6, 2018 at 12:00 pm. There being no further business to come before the Board, the general meeting was adjourned at 2:04 pm.

MINUTES:



Victoria Williamson, Secretary
Riverside County Board of
Law Library Trustees

APPROVED:



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