

**MINUTES OF REGULARLY SCHEDULED MEETING
RIVERSIDE COUNTY BOARD OF LAW LIBRARY TRUSTEES
August 3, 2018**

PRESENT

Hon. Michele Levine
Joe Peter Myers, Esq.
Hon. Gloria Trask
Hon. Irma Asberry
Hon. L. Jackson Lucky IV
John Boyd
Victoria Williamson, Secretary

ABSENT

Robert Dunn

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 12:32 pm.

II. NO PUBLIC COMMENT

III. REGULAR SESSION

A. Acceptance of August 3, 2018 Meeting Agenda

It was moved by Judge Trask, seconded by Judge Asberry and was unanimously voted upon to accept the agenda for the August 3, 2018 meeting.

B. Acceptance of Minutes of July 6, 2018 Regular Meeting

Judge Asberry moved to accept the July 6, 2018 regular meeting minutes, seconded by Judge Trask, voted upon and motion carried. Judge Lucky abstained.

C. Director's Report

July Programs included 3 Family Law Workshop in Riverside with 44 attendees. The Family Law Workshop in Indio had 2 attendees. The Lawyers in the Library program in Indio had 6 attendees. One of the two attorneys who was helping with this program mentioned that one of the attendees was directed to go to this program by Judge Evans. 2 Library tours in Riverside with 33 attendees (15 undergraduate students from the Temecula Legal Scholars Program and 18 members of the Riverside County Grand Jury).

Judge Levine suggested that the Library reached out to the courts to keep them in the know regarding the programs and services that are available in the law library for the public. Judge Asberry suggested to have Victoria contact Judge Duggan's Secretary and provide her with the information regarding the law library programs and services to be disseminated to the court staff and judges.

At the AALL Conference, the programs that Mahum attended include: Reaching the Invisible Customer, From Concept to Deliverable: Build Your Own Library Chatbot, Teaching Tech: the New Frontier, 25 Free Technologies for Law Libraries, Technology Competence in Legal Practice: Where Do Libraries Fit In, The Librarian as Author, and Diversity & Inclusion Symposium: Hidden Disabilities, Coping, the ADA & Accommodations.

The Library will be holding a staff summer event. This year it will be "Darling, You Slay Me", a 1920s themed murder mystery dinner and show at the historic Flabob Airport in Riverside. It will be on Saturday August 11 at 7:30 pm. Staff will be dressed in 1920s attire solving a murder mystery as a team and enjoy a nice dinner.

D. Library Building's Mechanical & Electrical System Maintenance

One of two air compressors in the law library building failed. The County isolated the inoperative compressor and brought in electric fans to provide some cooling to the building. An email went out to the Law Library and the Self-Help Center informing them that the County will be installing a new compressor on the roof of the building and as a safety precaution, no one is allowed in the building while they do the work. The new compressor that was installed turned out to be a bad unit and it had to be replaced with another unit.

The Board was provided with a copy of the invoices from the County which listed the facilities maintenance charges for the period March 1, 2018 thru June 30, 2018. Judge Levine directed Victoria to send a letter to the County, to include a copy of the invoices received from them, asked them to explain what the amounts are for, whether they were authorized by the Library, and asked for an itemized information on those charges no later than two weeks from the date of the invoice. She asked to have someone from the County attend the next Board Meeting.

Judge Levine, Robert Dunn and John Boyd will meet with Steve Gilbert at the County EDA to discuss facilities maintenance issues raised by the Board.

Judge Levine will meet with Marty at Tilden-Coil prior to the meeting with the County.

E. Library Facilities Management Position

A Library Facilities Director job description was presented to the Board. Judge Levine will meet with Marty at Tilden Coil to seek his opinion and recommendation for hiring someone for this position either as an independent contractor or as a library employee.

F. Acceptance of the June 2018 Financial Report

It was moved by Judge Trask, seconded by John Boyd, voted upon and motion carried.

IV. CLOSED SESSION:

A. At 12:49 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).

The Board authorized Victoria to present a counter proposal setting a fixed amount monthly contribution towards the cost of a cafeteria style health plan for all fulltime employees, with the exception that full time professional employees who are currently receiving more than the set fixed amount on their family medical plan will be grandfathered to receive the amount under their existing family medical plan.

B. At 1:14 pm Judge Levine reconvene to open session.

V. ADJOURNMENT / NEXT MEETING

The next scheduled meeting of the Board of Law Library Trustees will be on Friday, September 7, 2018 at 12:00 pm. There being no further business to come before the Board, the general meeting was adjourned at 1:28 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