

**MINUTES OF REGULARLY SCHEDULED MEETING
RIVERSIDE COUNTY BOARD OF LAW LIBRARY TRUSTEES
October 5, 2018**

PRESENT

Robert Dunn
Joe Peter Myers, Esq.
Hon. Jackson Lucky
John Boyd
Victoria Williamson, Secretary

ABSENT

Hon. Michele Levine
Hon. Gloria Task
Hon. Irma Asberry

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 Vice President Robert Dunn at 12:24 pm.

II. NO PUBLIC COMMENT

III. REGULAR SESSION

A. Acceptance of October 5, 2018 Meeting Agenda

It was moved by Judge Lucky, seconded by Joseph Peter Myers and was unanimously voted upon to accept the agenda for the October 5, 2018 meeting.

B. Acceptance of Minutes of September 7, 2018 Regular Meeting

It was moved by Judge Lucky, seconded by Joseph Peter Myers, and was voted upon to accept the minutes of September 7, 2018 regular meeting.

C. Director's Report

The Council of California County Law Librarians (CCCLL) Executive Board voted in favor of 2 Statewide Access to Justice projects: 1) making forms packets, organized by subject and jurisdiction, available to the public through CCCLL website and 2) posting on a law library video channel or CCCLL website the tutorial videos created by various Cal. county law libraries. These statewide projects will be funded by dues assessment of 1% of each county law library's allocated portion of the \$16.5 million State supplemental funding.

A motion was made by Joseph Peter Myers to authorize the Director to pay CCCLL the 1% supplemental dues assessment to fund the statewide access to justice projects. It was seconded by Judge Lucky, voted upon and motion carried.

County law libraries qualify as a public library pursuant to Cal. Education Code Section 19307 and as such the law library has been assigned a Federal-State Cooperative System Identification number (FSCS ID#) which makes it eligible to receive vendor discounts available only to public libraries, apply for LSTA grants, and participate in the National Public Library Survey program. The law library is required to complete this annual survey to maintain its eligibility.

D. Facilities Maintenance/Property Management/Renovation

Judge Levine and Robert Dunn met with Marty of Tilden-Coil on September 26 and discussed the County's share of the HVAC and electrical systems replacement cost and the idea of hiring a Facilities Director. It was suggested that hiring a property management firm is a better option for the library than hiring an in-house facilities director considering the cost of employee salary and benefits vs. the monthly service fee that a commercial property management firm will charge.

E. Special Meeting on Strategic Direction and Long-Term Plan for the Law Library Building

Victoria will check with Judge Levine, Judge Trask and Judge Asberry regarding their availability for a four-hour special meeting, possibly for October 18th to discuss the direction and long-term plan for the law library building with respect to facilities maintenance and renovation.

F. Acceptance of FY 2017-2018 Annual Report

It was moved by John Boyd, seconded by Joseph Peter Myers, voted upon and motion carried.

G. Acceptance of the August 2018 Financial Report

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

IV. CLOSED SESSION:

A. At 12:25 pm Robert Dunn announced that the Board will go into closed session with respect to the item of business discussed pursuant to:

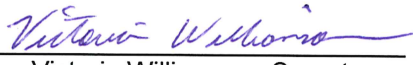
- Cal. Govt. Code §54954.5(f) – Conference with Labor Negotiator (Negotiator: Victoria Williamson; Parties: Law Library and SEIU Local 721).

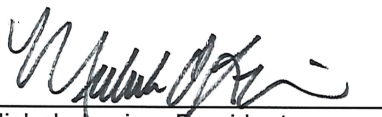
A motion to authorize the Director to accept the MOU proposal #5 subject to the membership reporting requirements provision including an employee's right to opt-out from releasing their personal information pursuant to Govt. Code Section 6254.3 which will be negotiated separately with SEIU.

B. At 12:45 pm Robert Dunn reconvene to open session.

V. ADJOURNMENT / NEXT MEETING

The next scheduled meeting of the Board of Law Library Trustees will be on Friday, November 2, 2018 at 12:00 pm. There being no further business to come before the Board, the general meeting was adjourned at 1:04 pm.

MINUTES: 
Victoria Williamson, Secretary
Riverside County Board of
Law Library Trustees

APPROVED: 
Michele Levine, President
Riverside County Board of
Law Library Trustees