

**MINUTES OF REGULARLY SCHEDULED MEETING  
RIVERSIDE COUNTY BOARD OF LAW LIBRARY TRUSTEES  
June 4, 2021**

**PRESENT**

Hon. Jackson Lucky, President  
Hon. Jacqueline Jackson, Vice President  
Joseph Peter Myers, Esq.  
John Boyd, Esq.  
Hon. Cheryl Murphy  
Hon. Harold Hopp  
Hon. Kira Klatchko  
Robert Dunn, Esq. ex. officio  
Victoria Williamson, Secretary

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**I. CALL TO ORDER**

A quorum being present, the regularly scheduled meeting of the Riverside County Board of Law Library Trustees held via Zoom was called to order by President Lucky at 12:10 pm.

**II. PUBLIC COMMENT**

No members of the public present.

**III. REGULAR SESSION**

**A. Acceptance of June 4, 2021 Meeting Agenda**

It was moved by John Boyd, seconded by Judge Hopp, affirmatively voted upon to accept the agenda of the June 4, 2021 meeting, and motion carried.

**B. Approval of the Minutes of May 14, 2021 Regular Meeting.**

It was moved by Judge Jackson, seconded by John Boyd, affirmatively voted upon to approve the minutes of May 14, 2021 regular meeting, and motion carried.

**C. Approval of the Minutes of May 20, 2021 Special Meeting.**

It was moved by Judge Jackson, seconded by John Boyd, affirmatively voted upon to approve the minutes of May 20, 2021 special meeting, and motion carried.

**D. Approval of HVAC Replacement Project Contract**

It was moved by Joseph Peter Myers, seconded by Judge Jackson, affirmatively voted upon to approve the HVAC Replacement Project Contract, and motion carried.

**E. Director's Salary Review**

President Jack Lucky informed his fellow trustees that the Board is a year late in doing the Director's performance evaluation and salary review. the Director's contract automatically renews if there is no new contract. The Salary Review Committee which consisted of Judge Jackson, John Boyd, and Judge Lucky looked at other county law library director's salary in select counties including Alameda, Sacramento, Los Angeles, San Francisco, San Diego, and San Bernardino, as well as information on COLA.

John Boyd asked if this topic should be discussed in closed session. Victoria replied that the director salary review should be discussed in open session.

John Boyd thanked Victoria for providing the information on directors' salary of local counties in California and the AALL Salary Survey which include academic, private firms and government law libraries.

President Jack Lucky shared with the Board the information on county law library directors salary from 2018-2021 and explained how the committee arrived at its recommendation for the salary rate increase.

A motion was made by Judge Hopp to approve the committee's recommendation for 2.75% merit increase in the director's salary for FY 2019-2020, 2.75% for FY 2020-2021, and 2.75% for FY 2021-

2022, rounded off to the nearest \$1000, effective retroactively. It was seconded by Joseph Peter Myers, affirmatively voted upon, and motion carried.

**F. Director Retirement Benefit Contract Provision**

President Jack Lucky informed the Board that there is a provision in the Director's contract that the Board will contribute a specific amount to a 401a retirement account on behalf of the Director which has not been implemented since 2018. The contract was signed in July 2018. He called the library's CalPERS 457 account manager, who was out at the time of his call. He left her a message to find out if CalPERS can administer a 401a account and if not, is there another option. The two issues that need to be resolved is: can the Board implement the 401a retirement account provision and if not, what subsequent action the Board needs to take. President Lucky will report back to the Board on this matter.

**G. Director's Report**

Victoria provided the Board with her May activity report which includes the monthly statistics on online programs attendance, remote database usage, social media engagement, and patron inquiries and compliment/complaint. The library held a staff training on Crisis Intervention and de-escalation techniques, presented by Tiffany Ross at RUHS, Behavioral Health. A follow-up presentation about RPD's Community Behavioral Health Assessment Team (CBAT), presented by Officers Boulerice and Roberts and RUHS's Homeless Housing Opportunities, Partnership & Education program (HHOPE) services, presented by Sonja Peverieri (Behavioral Health Services Supervisor) were held for staff to better prepare them in dealing with patrons who may be experiencing mental health issues and/or homelessness and provide them with information on the services available through the program.

The library will reopen to the public for limited in-person services on June 15<sup>th</sup>. The in-person services hours will be 9am to 4pm in Riverside and 10am to 3pm in Indio, Tuesday thru Thursday. The use of the library will be limited to up two hours, provided no one is waiting in line. The maximum number of patrons that will be allowed to use the library is 17 in Indio and 21 in Riverside. The library front doors will remain locked, and patrons will be allowed to use the library for legal research and law-related activity only. Patrons will be required to wear masks and socially distanced while in the library.

**H. Acceptance of April 2021 Financial Report**

A motion to accept the Financial Report as of April 2021 was made by John Boyd, seconded by Judge Klatchko, affirmatively voted upon, and motion carried.

**I. Acceptance of Annual Budget FY 2021-2021**

A motion to accept the proposed budget for FY 2021-2022 was made by Judge Hopp, seconded by John Boyd, affirmatively voted upon, and motion carried.

**IV. CLOSED SESSION**

At 12:57 p.m. President Lucky announced that the Board will go into closed session with respect to the item of business discussed pursuant to:


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

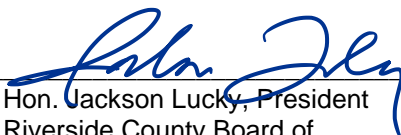
**B.** At 1:51 p.m. President Lucky reconvened to open session with nothing to report.

**V. ADJOURNMENT / NEXT MEETING**

The next regular meeting of the Board of Law Library Trustees is scheduled for July 2, 2021.

There being no further business to come before the Board, the general meeting was adjourned at 1:57 p.m.

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

APPROVED:   
Hon. Jackson Lucky, President  
Riverside County Board of  
Law Library Trustees