

**MINUTES OF REGULARLY SCHEDULED MEETING
RIVERSIDE COUNTY BOARD OF LAW LIBRARY TRUSTEES
January 7, 2022**

PRESENT

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

GUEST/OBSERVER

Ryan Kahrs
Jenna Pontious
Laura Whyte

I. CALL TO ORDER

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

II. PUBLIC COMMENT

No public comment made.

III. REGULAR SESSION

A. Adoption of Resolution 2022-01-07 – Authorizing Remote Teleconference Meeting

It was moved by Judge Hopp, seconded by Judge Klatchko, unanimously and affirmatively voted upon, and motion carried.

B. Acceptance of January 7, 2022 Meeting Agenda

It was moved by John Boyd, seconded by Judge Jackson, unanimously and affirmatively voted upon, and motion carried.

C. Approval of the Minutes of December 3, 2021 Regular Meeting

It was moved by Judge Hopp, seconded by Judge Murphy, affirmatively voted upon to approve the minutes of December 3, 2021 regular meeting, and motion carried. Joseph Peter Myers abstained.

D. Approval of the Minutes of December 28, 2021 Special Meeting

It was moved by Judge Hopp, seconded by Judge Murphy, affirmatively voted upon to approve the minutes of December 28, 2021 special meeting, and motion carried. Judge Klatchko and Joseph Peter Myers abstained.

E. Director's Report

Ryan Kahrs, TCC project manager, gave an update on the construction project: HVAC & electrical replacement project: the air handler is ready to go, it will be craned up tomorrow and will start on the duct work. The work on the 2nd and 3rd floor is complete, just need to clean up for the tenants to move back in and occupy the space by end of the month. Carpet & paint project: carpet install in the mezzanine will be done by Monday, will start moving back the furniture to the mezzanine, and will start the flooring on first floor. On the 17th, the mover will start moving furniture from the main reading room to get it ready for paint and carpet install. The power shutdown about the switch scheduled for January 8th will be push out to a later date. The main breaker had a default faulty switch, ordered new one, and is not expected to arrive until March so the design team decided to push back the work in the basement until the new main breaker arrives which will not affect any of the work in the building.

A written monthly activity report was provided to the Board with no additional comments or last-minute changes from Victoria.

Judge Murphy brought up the incident stated in the report about someone that entered the building through the Self-Help Center entrance and exited through the library entrance door. She asked if that is a

cause for concern for the Board. Ryan described what had happened, that nothing was missing, they are taking steps to make sure it does not happen again, and that it's nothing to be concerned about.

- F. Approval of Replacements & Upgrades of McMurray Stern Powered Track Systems Shelving**
President Lucky briefed the Board about the need to replace the mechanical system of the compact shelving. He stated that the compact shelving is more than 30 years old and needs to be replaced, the replacement comes with its own system upgrade. It is something that needs to be replaced, partially for safety reasons and ability to operate the compact shelves.

A motion to approve the McMurray Stern price quote for replacements and upgrades of the powered track systems and proceed with replacing and upgrading the mechanical system of the library's compact shelving was made by Judge Hopp, seconded by John Boyd, unanimously and affirmatively voted upon, and motion carried.

G. Court's Self-Help Center Lease Agreement

The Court Self-Help Center requested a concession to hold the current rent for an additional year and then continue with the 3% annual increase in rent for the following years.

After a brief discussion, the Board reached a consensus to continue the lease without increase for one year and resume the 3% increase each year, thereafter.

A motion was made by Judge Klatchko to grant the concession request to hold the current rent for an additional year and then continue the annual rent increase by 3% thereafter, seconded by John Boyd, unanimously and affirmatively voted upon, and motion carried.

H. Acceptance of November 2021 Financial Reports

President Lucky mentioned that he met with the auditor and that very little formal to report on the audit. He stated that the audit was proceeding as it normally has.

Joseph Peter Myers made the motion to accept the November 2021 financial report, seconded by Judge Jackson, unanimously and affirmatively voted upon, and motion carried.

IV. CLOSED SESSION

At 12:31 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: Brad Neufeld; Parties: Riverside County Law Library and SEIU Local 721).
- B.** Cal. Govt. Code §54957(b)(1) – Public Employee Release
- C.** At 12:47 p.m. President Lucky reconvened to open session and reported no action taken.

V. ADJOURNMENT / NEXT MEETING

There being no further business to come before the Board, the general meeting was adjourned at 1:49 p.m.

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

APPROVED:

Jacqueline Jackson
Hon. Jacqueline Jackson, Vice President
Riverside County Board of
Law Library Trustees