

**MINUTES OF REGULARLY SCHEDULED MEETING
RIVERSIDE COUNTY BOARD OF LAW LIBRARY TRUSTEES
July 14, 2023**

PRESENT

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

ABSENT

Joseph Peter Myers

GUESTS

Ryan Kahrs
Brian Graham

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 Jackson at 12:18 pm.

Judge Klatchko was present via video conference from the Indio branch library located at 882-995 U.S. Highway 111, Suite 102 in Indio.

Ryan and Brian, the commissioning agent, were present via video conference.

II. PUBLIC COMMENT

Esmeralda Lopez asked to possibly have the library open on Saturdays. She is aware that her request may be denied, and if it is denied, she asked if it is a budget issue. She has been litigating for many years and she along with other individuals would really want to see the library open on Saturdays. She stated that the library is a blessing and that it is important to her to have the library open on Saturday.

Belinda Ellis stated that she was concerned about the parking and hours. Parking became a problem when the library started charging for it. It should be open and free to the public. That was what Vic Miceli wanted it to be – be made available to the public. She asked to have maybe 2 – 3 hours of free public parking. She asked for Saturday hours because the community works 8 to 5 and ordinary Joe can't do work at the library during his work hours and Saturday may be the only time he can.

Mr. Brown echoed Belinda's concern about the community part. He stated that he shared information with the Director about what other libraries are doing and that they are buying new books every month, books that the community needs. With the regards to parking, he stated that the 1st four spaces should be for the handicapped. "The books in stacks are locked up and they can't used them without having to ask a staff to help them. Law will not be like that. Make law more accessible only if we have people in the community to make things better. We had problem with the bathroom, with the homeless people."

President Lucky informed Ms. Lopez that the State up in Sacramento does the budget. The funding of the library comes from a portion of the filing fees and the filing fees have declined about 40%. In the past two years, the Governor gave money to the library but none this year. The library has less money this year.

III. REGULAR SESSION

A. Acceptance of the Agenda

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

B. Approval of the Minutes of June 9, 2023 Regular Meeting

John Boyd moved to approve the minutes of the June 9, 2023 meeting, seconded by Judge Jackson, affirmatively voted upon and motion carried.

C. Construction Project Update

Ryan reported that the commissioning work is all finished. He had the contractor implement the system changes.

Brian, the commissioning agent reported that the system has been shutting down. The study identifies that the most problematic is some of the mixing boxes, some of the zones on the 2nd and 3rd floors are roughly showing deficiency, compared to what would be expected. The air handler is giving 50% air, some of the air is leaking. Some of the boxes are really bad, other boxes are giving 40 to 50% air. Some boxes are mixing but the ones with glass is hard to cool. The recommendation is to force more air in the trouble zones. With regards to what fixes that need to put in place, Ryan stated:

- 1.) The contractor is onsite today, changing the logic in the controls, to force more cold air, they are doing the work. The price is around \$3500. Hopefully this will help with the issue of the system shutting down and the system not maintaining the temperature that it should be.
- 2.) The long-term solution is replacing the mixing boxes. We don't know what the cost is for the replacement of the mixing boxes.

Brian stated that there are signs that some of the ductwork have issues. They indicate that there are leaks in the ductwork but not pervasive, that it does exist.

As to what the timeline is to get the information needed to discuss the next steps, Ryan will need to get more information, will consult with Marty to be sure that they are not opening a pandora's box, and determine what the next steps should be.

Judge Klatchko asked if there is way to expedite this. Ryan responded that that the system did maintain the temperature for the most part. It may get a little bit warm. Last year, they change the schedule to 24/7 schedule, but the adverse side effect is the wear and tear on the system.

President Lucky suggested for the Board to look and review the project's scope of work. John Boyd suggested that the Board may want to look for another consultant because replacing those mixing boxes is not cheap. He commented that maybe the contractor needs to tell the Board which ducts or boxes need to be replaced. President Lucky and John Boyd will review the scope of work. This will need to be done before September because John Boyd will be gone in September.

The Board agrees that the periodic system shutdown is a big concern.

D. Director's Report

A written report including a list of library programs, staff activities, library usage and collection statistics, database usage, social media engagement, patron comments for the month of June was provided to the Board with the June 2023 Staff Monthly Briefing newsletter and Patron Incident Report attached. The report also included the cost to get the library's Persian rugs appraised and the estimated value of the rugs provided by Arman Fine Rugs, a company based in San Diego.

E. Offer to Buy the Library's Persian Rugs

The Board, after taking into consideration the cost to get the rugs appraised and the cost to get it cleaned, comparing it with the estimated value of the rugs, have agreed to accept Gayle's offer to purchase the rug.

F. Library Hours & Use of Mezzanine Area

Victoria provided the Board with a comparison chart showing the hours of operation of other county law libraries and the costs to extend RCLL's hours in terms of additional staffing and increased security guard hours.

The Board agreed that this is the wrong time to increase the library's operating hours.

Victoria suggested the idea of "Book a Librarian" service as an alternative to opening on Saturdays. Patrons using this service can request an appointment with a librarian on a Saturday. The Board suggested the idea of having the library open for one Saturday a month.

G. Fund Allocation for OPEB (CERBT) & Pension (CEPPT) Benefits

The Board authorized Victoria to allocate \$15K to fund the CERBT and CEPPT.

H. Acceptance of May 2023 Financial Report

Motion to accept the May 2023 Financial Report was made by Judge Klatchko, seconded by John Boyd, affirmatively voted upon unanimously, and motion carried.

IV. Closed Session

President Lucky announced the meeting will go into closed session at 12:46 pm.


A. Conference with Labor Negotiator (Negotiator: Bradley Neufeld; Parties: RCLL and SEIU Local 721)

B. Reconvene Open Session

Meeting reconvened to open session at 1:18 p.m. with no reportable action.

V. ADJOURNMENT / NEXT MEETING

There being no further business to come before the Board, the meeting was adjourned at 1:25 p.m. Next regular meeting is scheduled for Friday, August 11, 2023, at 12:15pm.

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

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