

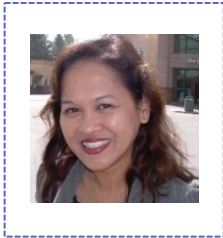


ANNUAL REPORT 2023-2024

www.rclawlibrary.org

Riverside County Law Library Board of Trustees
Victor Miceli Law Library— 3989 Lemon Street, Riverside CA 92501
Phone: 951-368-0368 **Email:** lawlibrary.riverside@rclawlibrary.org

Message from the Director



The Riverside County Law Library serves the legal information service needs of its 2.4 million county residents. Its commitment to providing everyone in the county access to high quality legal collection, services and programs remains strong. It seeks opportunities for collaboration with local community groups and public agencies to maintain and expand access to justice for all. On behalf of the Law Library Board of Trustees and staff, I am pleased to present to you this Annual Report of services and accomplishments of the Riverside County Law Library for the fiscal year 2023-2024.

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Overview

The Riverside County Law Library is the only public law library in the County and serves more than 2.4 million residents. With the current budget of approximately \$2.6 million, the Law Library provides free access to current collection of legal materials, professionally-trained legal information services staff, public education programs, as well as quality continuing legal education classes. The Main library, named after its long-time Board President, the Honorable Victor Miceli, is located in downtown Riverside. The Indio branch is on the first floor of the County Law Building located at 82-995 Highway 111. The Temecula Law Resource Center, a satellite branch with a relatively small print collection and a core collection of electronic legal materials, is located inside the Ronald H. Roberts Temecula City Public Library.

The Riverside County Law Library, unlike the typical public library, receives no income from taxes, special bond issues or local government appropriations. It is primarily funded by a small portion of the County's civil court filing fee. It is a County Special District effectively functioning as an independent public agency organized under the California Business & Professions Code Section 6300 et.seq.. It is governed by a seven-member Board of Trustees composed of community judges and attorneys who serve without compensation. The Riverside County Board of Law Library Trustees, through its leadership and strong commitment to public service, makes free and open access to legal information resources, programs and services possible for every citizen in the County.

Facilities



INDIO BRANCH
82-995 Highway 111, Indio, CA 92201
760-848-7151 | 760-863-2022 (fax)
Lawlibrary.indio@rclawlibrary.org

- 6,573 sq. ft.
- Seating capacity = 61
- Shelving capacity = 4,700 linear feet



TEMECULA LAW RESOURCE CENTER
(a Partnership between the
Riverside County Law Library and
the City of Temecula)

30600 Pauba Road
Temecula, CA 93592
951-693-8902
Lawlibrary.temecula@rclawlibrary.org

VICTOR MICELI LAW LIBRARY

3989 Lemon Street
Riverside, CA 92501
951-368-0368 | 951-368-0185 (fax)
Lawlibrary.riverside@rclawlibrary.org

- 13,100 sq. ft. (1st floor)
- 4,510 sq. ft. (Mezzanine)
- Seating capacity = 97
- Shelving capacity = 12,700 linear feet





Governance

The Riverside County Board of Law Library Trustees is a local public agency existing and functioning pursuant to Chapter 5 of Division 3, Section 6300 et. seq. of the California Business & Professions Code. It governs the Riverside County Law Library in accordance with said provisions of law and is composed of seven members consisting of five judges of the Superior Court or their designees, the Chairman of the Board of Supervisors or its designee, and one member of the State Bar, appointed by the County Board of Supervisors, whose principal office is located in the County of Riverside.

The goal of the Board of Law Library Trustees for Riverside County is to make available to the judiciary, State and County officials, members of the State and local Bar, and all County residents, current legal materials, modern facilities, and adequately trained staff, which will enable them to perform the highest level of research and practice.

BOARD OF LAW LIBRARY TRUSTEES

HON. JACKSON LUCKY (RET.)	President	Representing Hon. Johnnetta Anderson
HON. JACQUELINE JACKSON	Vice-President	Riverside Superior Court
HON. CHERYL MURPHY	Trustee	Riverside Superior Court
HON. HAROLD HOPP	Trustee	Riverside Superior Court
HON. KIRA KLATCHKO	Trustee	Riverside Superior Court
JOHN BOYD, ESQ.	Trustee	Representing the Chairman, County Board of Supervisors
JOSEPH PETER MYERS, ESQ.	Trustee	Representing the County Bar Association
VICTORIA WILLIAMSON	Secretary & Library Director	

Significant Board Actions:

- ❖ Authorized the Director to allocate 15k to fund CalPERS Pension (CEPPT) & OPEB (CERBT) Trusts.
- ❖ Accepted the 2022-2023 Annual Report
- ❖ Accepted the Christian Brothers proposal to perform an investigative survey of the Library building's airducts.
- ❖ Approved the TA with SEIU and authorized the Director to sign the MOU with SEIU with an end-term of June 30, 2025.
- ❖ Authorized the creation of the Indio Branch Relocation Subcommittee
- ❖ Authorized Tilden-Coil to engage IMEG to review the investigative survey report and provide the Board with their feedback.
- ❖ Accepted the FYE 6/30/2023 Audited Financial Statements
- ❖ Elected John Boyd, Esq. as Board President and the Honorable Kira Klatchko as Vice President
- ❖ Accepted the FY 2023-2024 Budget

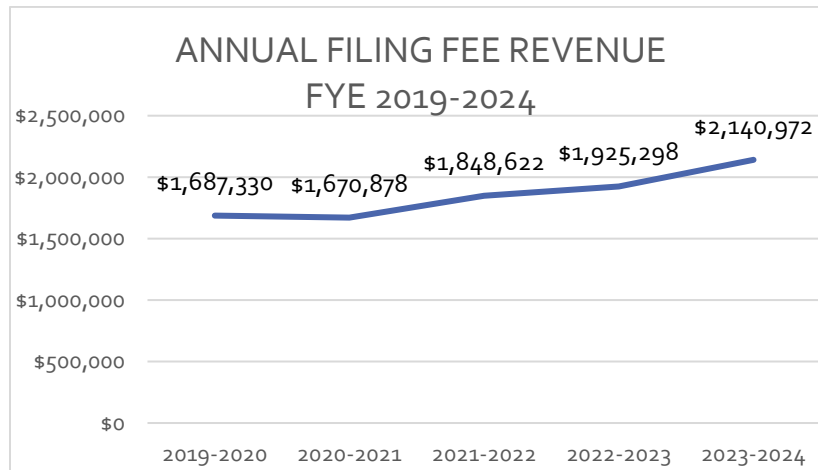
Funding Source

The primary source of funding for California county law libraries comes from a small portion of the county's civil court filing fee. By law, the Administrative Office of the Courts make monthly distributions from superior court filing fees to the law library fund in each county in the amounts described in the California Business & Professions Code §6321 & §6322.1. The amount collected for civil filing fees varies from county to county. In Riverside County, the Law Library receives, in general, \$32 for every civil lawsuit filed. This fiscal year, approximately 87% of the total law library revenue is derived from court civil filing fee.

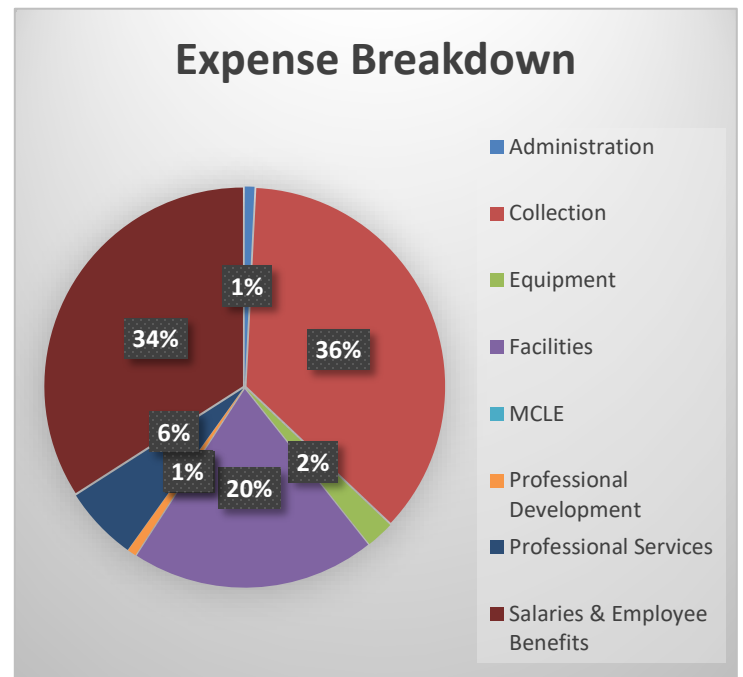
California county law libraries have been experiencing a decline in their filing fee revenue for several years since 2008-2009 fiscal year. While recent numbers have shown a reduction in the rate of decline for many counties including Riverside, 65% of county law libraries in the state are currently operating at a deficit.

Funding of county law libraries continues to be a major concern in California. The Council of California County Law Librarians, with the help of its lobbyist, continually advocates for legislation to increase the portion of filing fees that fund county law libraries, as well as find alternative sources of funding.

In Riverside County, the total revenue collected through filing fees this fiscal year was \$2,140,972. There was no State supplemental fund received in fiscal year 2023-2024.



Seventy nine percent of the law library’s total revenue this fiscal year comes from filing fees. The other 21% of revenue were from investment, interest income, rental income, copier income, sales, and library services income. The Victor Miceli Law Library building modernization project that began in the Fall of 2021 consisted mainly of the building’s HVAC and electrical systems replacement and upgrade, as well as new paint and carpet for the library portion of the building. Building improvement costs make up 71% of the law library total expenditures in fiscal year 2021-2022. This fiscal year, facilities expenses make up 20% of the law library’s total expenditures. Collection expenses make up 36% while personnel expenses make up 34% of the total law library expenditures.





Financial Statement*

Income and Expense

July 2023 - June 2024

	<u>Total</u>
Income	
4-Copier Income	
777670 Copier Fees	3,020.41
Total 4-Copier Income	\$ 3,020.41
4-Investments	
740020 Interest - Invested Funds	359,921.85
740100 Interest Income-Bldg	53.07
Total 4-Investments	\$ 359,974.92
4-Library Services/Sales	
770970 Fax	46.50
777520 Conference Room	1,150.00
780040 Paper/Supplies	38.50
780160 Other Sales	300.00
780180 Sale of Books	962.50
Total 4-Library Services/Sales	\$ 2,497.50
4-Other Types of Income	
740040 Interest Income	1,497.83
Total 4-Other Types of Income	\$ 1,497.83
4-Revenue	
731140 Law Library Fees-Muni Crt	2,228,135.83
741040 Rental Income (Bldg use)	221,453.13
741041 Parking Lot Revenue	20,584.77
Total 741040 Rental Income (Bldg use)	\$ 242,037.90
781220 Contributions & Donations	275.31
Total 4-Revenue	\$ 2,470,449.04
Total Income	\$ 2,837,439.70
Gross Income	\$ 2,837,439.70
Expenses	
5-Administration	
523260 Sales & Use Tax	686.00
523290 Bank Charges	1,050.10
523700 Office Supplies	2,197.63
523720 Administrative Subscriptions	2,563.83
523760 Postage-Mailing	6,161.36



527660 Promotional Material	820.64
527820 Staff Appreciation	4,527.60
528120 Board Expenses	1,535.10
546020 Travel (RCLL Business)	280.92
Total 5-Administration	\$ 19,823.18
5-Collection	
523600 Audiovisual	888.20
523620 New Books	29,587.09
523621 Standing Order (Print Cont..)	265,735.89
523622 Electronic Databases	449,240.48
523820 Subscriptions	168,742.47
523870 Material Processing Supplies	376.50
Total 5-Collection	\$ 914,570.63
5-Equipment	
523880 Copiers - Staff	1,311.94
521380 Maintenance	97.83
Total 523880 Copiers - Staff	\$ 1,409.77
523881 Copiers - Public	1,451.31
521381 Maintenance & Supplies	826.20
Total 523881 Copiers - Public	\$ 2,277.51
527580 Furniture Stock	1,444.67
546080 Computers - Staff	38,258.35
521360 Maintenance-Computer Equipment	1,564.07
521640 Maintenance-Software	11,832.91
Total 546080 Computers - Staff	\$ 51,655.33
546081 Computers-Public	303.96
546140 Library Equipment	0.00
Total 5-Equipment	\$ 57,091.24
5-Facilities	
520200 Communications-phone & internet	7,150.40
520330 Communications (Tel & Internet)	7,886.32
520845 Trash	7,037.70
520930 Insurance - Liability	9,797.01
520945 Property Insurance	43,364.72
522310 Maintenance & Repair - Rental	33,431.65
524740 County Support Service	50,230.00
526500 Burglar Alarm System	2,700.08
526600 Fire & Alarm System AT&T	135.85
529500 Electricity	58,510.72
529510 Heat/Air (Gas)	13,226.03
529540 Rent, Parking, Utilities	798.20
529550 Water	5,299.37



542060 Improvements-Building	0.00
542100 Building Renovation	260,657.74
Total 5-Facilities	\$ 500,225.79
5-MCLE	
530301 MCLE Program	90.00
Total 5-MCLE	\$ 90.00
5-Professional Development	800.00
523100 Memberships	
523150 Staff Memberships	1,476.00
Total 523100 Memberships	\$ 1,476.00
527841 In-House Staff Training	3,431.83
528140 Conferences/Registration Fees	2,556.25
529060 Public Service Transportation	122.17
Travel Expenses	
528130 - Director Prof Develop	3,606.10
528901 Air Transp-Out of State	1,383.93
528960 Lodging	1,853.05
528961 Lodging-Out of State	2,233.29
528980 Business Meals	35.02
528981 Meals-Out of State	398.63
529001 Misc Travel Exp Out of State	29.85
529040 Private Mileage Reimbursement	99.45
Total Travel Expenses	\$ 9,639.32
Total 5-Professional Development	\$ 18,025.57
5-Professional Services	
520250 Communications Equip.-Install	483.97
524560 Audit	12,000.00
524562 Accounting	22,164.30
524680 Consultants - IT	16,242.32
524681 Integrated Library System	22,802.54
524684 Web Hosting	180.00
525320 Security Guard Services	42,139.74
525440 Professional Services	
525020 Legal	34,692.40
Total 525440 Professional Services	\$ 34,692.40
525840 RCIT Device Access	1,977.00
Total 5-Professional Services	\$ 152,682.27
5-Salaries & Employee Benefits	
510040 Full Time Salaries	479,085.98
510044 Part Time Salaries	108,954.98
510360 510360 - Bonus Pay	208.33
513000 Full Time Retirement	92,073.32



513002 Part Time Retirement		364.43
513120 Social Security		42,865.62
513140 Medicare		9,598.95
513457 457 Contribution		9,312.60
515000 Full Time Dental Insurance		5,014.44
515040 Full Time Flex Benefit Plan		79,304.64
515080 Full Time Health Insurance		-4,671.65
515100 Full Time Life Insurance		1,282.50
515160 Full Time Vision Insurance		584.49
515200 Retirees Health Insurance		14,404.60
515220 CERBT Contribution		3,000.00
515230 CEPPT Contribution		6,000.00
517000 Workers Comp Insurance		6,159.62
518121 SEIU Dues		4,990.09
524561 Payroll Processing		209.80
Total 5-Salaries & Employee Benefits	\$	858,742.74
5-Transfers		
513160 Pension Expense - GASB No. 68		700.00
Total Expenses	\$	2,521,951.42
Net Operating Income	\$	315,488.28
Net Income	\$	315,488.28

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*Final figures from audited financial statements will not be available until Winter 2024.

Mission Statement

- ❖ To enable everyone in Riverside County to perform the highest level of research and practice through free and open access to the law.

Highlights of the Year

Service

The Law Library continually seeks ways to facilitate and improve access to current collection of legal materials, modern facilities, and knowledgeable staff to assist with legal research and practice for Riverside County residents. The Law Library continued to provide online services to county residents through the post-pandemic period, which enable them to have remote access to legal databases, reference assistance, public programs, legal research and MCLE classes.

- ❖ 37% increase of patron visits (6,276 to 8589)
- ❖ 9% increase in total number of patron inquiries from last fiscal year's 6,159 to 6,697 this fiscal year
- ❖ 10 MCLE classes held (12 hrs. of participatory credits) with 23 combined total number of attendees
- ❖ 3 Legal research classes with 23 combined total number of attendees
- ❖ 9 Library tours held with 130 combined total number of attendees including students from College of the Desert and UCR Moot Court Class and Paralegal program.
- ❖ 8% increase in the number of YouTube subscribers (from 291 to 315)
- ❖ 46% increase in number of views of library's YouTube videos (from 1,473 to 2,158)
- ❖ 7 % increase in Instagram followers (from 729 to 782)
- ❖ 3 % increase in X (formerly Twitter) followers (from 235 to 243)

The Law Library continued offering online legal research classes and Minimum Continuing Legal Education (MCLE) programs for attorneys and paralegals, as well as the general public. It continually seeks new opportunities to collaborate with community groups, public agencies, the courts, local Bar associations and law library associations. This fiscal year, the Law Library participated in the Riverside County Bar Association New Attorney's Academy.

PROGRAM OFFERINGS

▲ MCLE CLASSES

The State Bar-approved online MCLE Classes held in fiscal year 2023-2024 had a combined total of 23 attorneys in attendance.

▲ LAWYERS IN THE LIBRARY

The free legal clinics held in Indio once a month and in Temecula during Pro Bono week assisted 41 individuals in need of legal assistance.

▲ LIBRARY TOURS

Nine library tours conducted virtually and in -person in fiscal year 2023-2024 had a combined total of 130 students in attendance.



Library Usage Statistics

Location	Patron Visits/Use	In-Person Inquiries	Inquiries By Phone	Inquiries By Email	Online Inquiries	Total Inquiries	Patron Counts (library cards)	In-House Use Counts (materials)
Riverside	5553	1439	634	141	141	2355	2579	1528
Indio	2,554	2480	859	75	23	3437	142	1130
Temecula	482	409	299	182	15	905	11	221
TOTALS:	8589	4328	1792	398	179	6697	2732	2879



Collection

The total number of volumes in the Law Library’s collection is 54,174, a 2% increase from last fiscal year’s 53,206. In fiscal year 2023-2024, there were 1,194 items withdrawn from the collection. Of the total number of items withdrawn, 597 items were withdrawn from the Victor Miceli Law Library collection; 588 items from the Indio branch collection; and 9 items from the Temecula Law Resource Center’s collection.

The Main Library maintains 38,782 volumes which includes California, Federal, and national-scope law resources, as well as superseded and historical materials. It maintains a collection of local City and County codes and ordinances. The library’s collection of practice materials is limited to California, Nevada and Arizona.

The Indio Branch has a collection of approximately 14,854 volumes of California and selected Federal materials. The collection in Indio, while it does not exactly duplicate the Main Library’s collection, consists of key print and electronic resources needed for effective legal research.

The Temecula Law Resource Center has a relatively small collection of about 538 volumes and access to core collection of legal databases including Lexis Advance, Westlaw, HeinOnline, LegalTrac, EbscoHost, Forms WorkFlow, CEB OnLaw, Wolters Kluwer’s VitalLaw, and Lexis Digital Library. The law books are housed in a designated *Law Resources Collection* within the general circulating collection of the Ronald H. Roberts Temecula Public Library. All print materials are California-specific.

COLLECTION STATISTICS	RIVERSIDE	INDIO	TEMECULA
VOLUME COUNT AS OF 06/30/2024	38,782	14,854	538
VOLUME ADDED	1,251	825	87
TITLE COUNT	5,792	1,422	95
TITLES ADDED	105	72	6
AUDIO VISUAL ADDED	15	3	0
TOTAL TITLES	7,917		
TOTAL VOLUMES	54,174		

In addition to Lexis Advance, Westlaw, CEB OnLaw and Wolters Kluwer VitalLaw, the Law Library provides free access to 1,863 titles on Hein Online, 1,500 law reviews on LegalTrac, 350 full text publications on EbscoHost including Nolo Press titles. This fiscal year, the Law Library added “Voting Rights and Elections Laws” to its HeinOnline subscription, and Trellis, an AI-powered state court research and analytics platform which allows library users to access and search for state trial court dockets, rulings and filings across counties and states, plus information about judges, opposing counsel, motions, issues, and verdicts.

The Law Library also provides county residents remote access to EbscoHost, HeinOnline, LegalTrac, VitalLaw, and Westlaw Pro Se which enables them to search for cases, statutes, regulations, court rules, constitutions, and other primary law materials for all 50 states, as well as secondary legal sources. It also subscribes to the Lexis Digital Library which allows county residents remote access to full-text and searchable eBook collection of LexisNexis treatises, deskbooks, practice guides, formbooks and statutes. There were 4,655 combined total number of remote logins to the library’s legal databases this fiscal year, a 12% decrease from last year fiscal year’s 5,297 total.



Legal Database Remote Usage Statistics FY 2023-2024					
EbscoHost	Sessions	Total Searches	Total Requests	Total Fulltext Requests	Abstract Requests
	198	666	1148	1190	208
Lexis Digital Library	Users	Total Check outs	Total Holds	eBook	Audio
	225	1527	40	1524	5
HeinOnline	Visits	Articles	Hits	PageViews	Searches
	252	452	7869	848	495
Gale OneFile: LegalTrac	Sessions	Searches	Retrieval		
	374	985	660		
Westlaw Remote Access for Pro Se	Sessions				
	3606				
Wolters-Kluwer VitalLaw		Distinct Sessions			
		2,024			
Trellis		Content Views			
		21920			
CEB OnLaw		Usage Minutes	Page Views		
		225	4		
Total remote log ins:	4655				

The Law Library also has an art collection of more than 50 art pieces including paintings, prints, photographs, and sculptures. The art pieces are on display both in Riverside and Indio. Most of the paintings are watercolor and by California artists, primarily from Riverside County.

Information Technology

The Law Library is committed to providing cost-effective information technology infrastructure that supports the legal information and research needs of its county residents and enables them to keep up with recent developments in the law, legal research, and practice.

With the implementation of OCLC WMS (WorldShare Management Services) in 2022, the Law Library's print and electronic resources workflows including acquisitions, circulation, discovery, eResource management, and analytic reporting are integrated within a single Web-based interface, with access to WorldCat data and knowledge base and OCLC's latest cataloging tools. It enables staff to easily configure and manage tasks, as well as provide them with all the functionality, flexibility, and a robust platform that will help improve library services, realize cost efficiency, and

enhance cooperative collection development, and collaborative approaches to technical services. It provides patrons with a single search that connects them to the Law Library's print, electronic, and digital resources as well as those held by thousands of libraries worldwide.

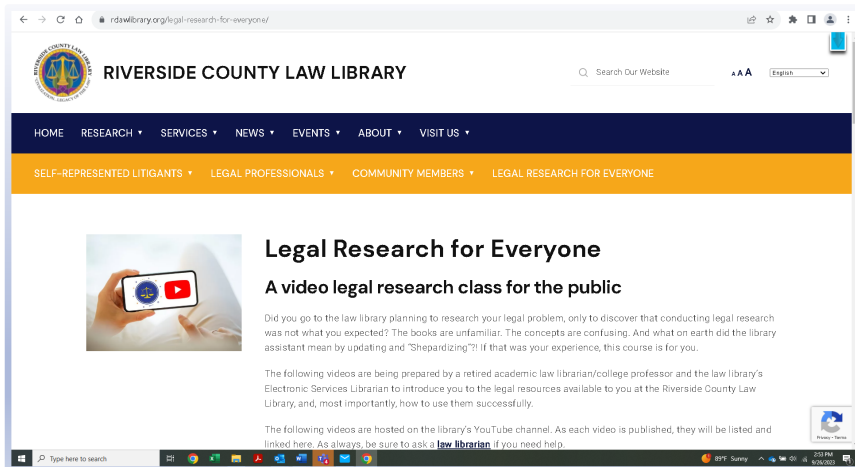
The Riverside County Law Library hosts six public computer workstations in its downtown Riverside location and six public computer workstations in its Indio branch. The Law Library maintains 12 staff computer workstations and laptops across all branches; 3 servers (1 staff/private, 1 public, 1 remote); and a publicly accessible wireless network in Riverside and Indio locations. With the acquisition of new copiers and vending card machines for Riverside in 2022, patrons can easily buy and make copies on their own with minimal assistance from library staff. The compact shelves were retrofitted with upgraded system controls including state-of-the-art touch-screen controls, photo safety sweeps, aisle entry sensors, and electric motors on all carriages. This fiscal year, the cloud migration of the Library staff computer network was completed successfully. The Library's private and remote servers were decommissioned.

Successfully balancing information technology costs while designing a strategic roadmap for service upgrades and expansions is an integral part of planning for the future. Library user feedback on the law library's information technology resources remains an important part of this process, and allocating funds for information technology infrastructure and support continues to be a key investment point for the Riverside County Law Library.

Community Engagement

Website & Social Media

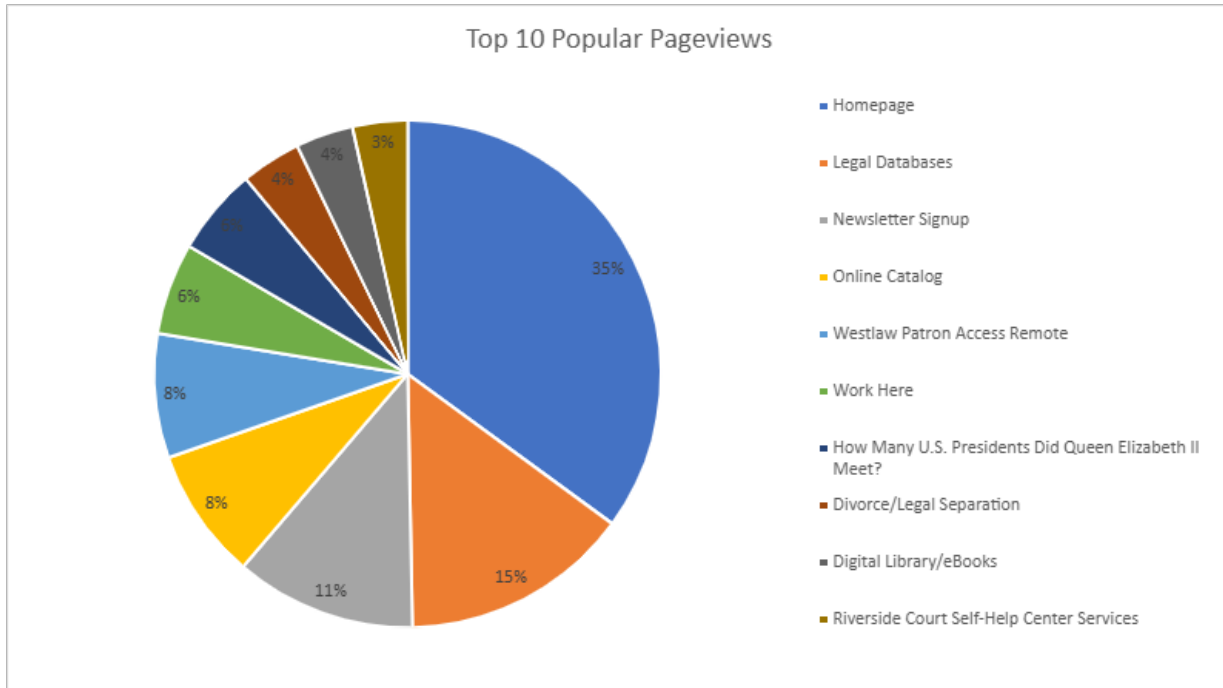
The Law Library continues to move towards a well-balanced collection of legal materials in print and electronic formats. It leverages use of technology in efforts to enhance its online resources and services. Since the redesign of RCLL's website in 2021, the library continually adds relevant and practical legal research-related content to its website including links to online legal reference service, legal research guides and videos, legal research and MCLE classes, and remote access to legal research databases and eBooks. The *Legal Research for Everyone* page which contains a series of short video tutorials was added in 2022 to the library's YouTube channel. These videos are specifically designed to teach legal research using print and online sources to anyone without legal training or background.



Web Presence	Total No.
Website Page Views	200,697
eNews Subscribers	1,037
Instagram Followers	782
Facebook Followers	635
X (Twitter) Followers	243

The Law Library provides county residents access to its online catalog and enables them to search for titles in its print and electronic collection, as well as those held by thousands of libraries worldwide via OCLC WorldCat.

The RCLL website received 200,697 pageviews this fiscal year. The number of website visits during fiscal year 2023-2024 shows that 35% are views of the RCLL's Homepage, 15% of its Legal Database page, and 11% of its eNewsletter sign-up page.



Public Programs & Special Events

The Law Library remains steadfast with its commitment to providing access to legal information to members of the legal community and the general public.

The Riverside County Law Library is a California State Bar approved MCLE provider and during this fiscal year, it held free virtual MCLE courses on legal research and law-related topics to help attorneys and paralegals earn continuing legal education credits and meet their MCLE compliance requirements. In addition, the Law Library has subject-specific MCLE programs on CDs & DVDs available for attorneys and paralegals to check out and earn self-study credits. There was a total of 359 MCLE materials including 22 MP3 files checked out by patrons this fiscal year.



2023-2024 MCLE Classes			
TITLE	Instructor/Speaker	DATE	# of Attendees
LexisNexis MCLE: Cryptocurrency Overview: <i>Concerns, Regulations, and Resources</i> . 1 credit hour, general	Stephan Shields, Lexis Representative	July 18, 2023	4 attendees
LexisNexis MCLE: Digging for Treasure: <i>Company Research Strategies for Attorneys</i> . 1 credit hour, general	Stephan Shields, Lexis Representative	August 15, 2023	7 attendees
LexisNexis MCLE: Practical Guidance for Corporate Counsel: <i>Informing Research, Drafting, Policy, and Action</i> . 1 credit hour, general	Stephan Shields, Lexis Representative	September 19, 2023	2 attendees
LexisNexis MCLE: Spotlighting Chapter 11: <i>Basic ways to Research Chapter 11 Bankruptcies</i> . 1 credit hour, general.	Stephan Shields, Lexis Representative	October 17, 2023	0 attendees
LexisNexis MCLE: Steps to Avoid Malpractice for Corporate Counsel. 1 credit hour, ethics	Stephan Shields, Lexis Representative	November 21, 2023	2 attendees
Trellis MCLE: California State Trial Court Research + Analytics- Tips & Best Practices. 1 credit hour, general	Anh Nguyen, Director of Operations and Legal Content	December 13, 2023	3 attendees
LexisNexis MCLE: Legal Evolution: Analytics and Artificial Intelligence in the Law 1 credit hour, general	Stephan Shields, Lexis Representative	December 21, 2023	0 attendees
LexisNexis MCLE: Diving Deeper into Legal Research Potential. 1 credit hour, general	Stephan Shields, Lexis Representative	April 16, 2024	1 attendees
LexisNexis MCLE: Understanding the Risks, Rewards, and Regulation of AI in the Legal Industry. 1 credit hour, general	Stephan Shields, Lexis Representative	May 21, 2024	4 attendees



LexisNexis MCLE: Cryptocurrency Overview: Concerns, Regulations, and Resources. 1 credit hour, general	Stephan Shields, Lexis Representative	June 18, 2023	0 attendees
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Collaborations

- ❖ **Lawyers in the Library** – In collaboration with the Desert Bar Association, the Law Library has for several years hosted a *Lawyer in the Library* program which is designed to provide free 20-minute legal consultations to county residents dealing with issues in the areas of family law and general civil litigation matters. The program is held in the Indio Branch every 3rd Tuesday of the month, from 2:00pm to 4:00pm. This fiscal year, 41 individuals received free legal consultations through the Lawyer in the Library program, a 3% increase from fiscal year 2022-2023.
- ❖ **Riverside Legal Aide Probate Clinic** – The Indio Branch Library, in collaboration with Riverside Legal Aide, held a free legal clinic every first Monday of the month on probate matters. This fiscal year, 22 eligible county residents received assistance with their legal documents and questions about probate.
- ❖ **ICLS Family Law Access Project (FLAP)** – In collaboration with Inland Counties Legal Services, a free family law support services program is held at the Victor Miceli Law Library. This fiscal year, 25 eligible county residents received assistance in legal matters such as divorce, domestic violence restraining orders, paternity actions, child custody and visitation, child support and spousal support.
- ❖ **Tax Law-related Workshop with ICLS** – In partnership with Inland Counties Legal Services, the Law Library hosted a free *Taxpayer Clinic* every fourth Tuesday of the month at 3:00 p.m. to assist low-income taxpayers with tax-related matters such as *IRS Innocent Spouse Relief & How to Petition for Relief*. Ten free clinics were held in-person this fiscal year.
- ❖ **ICLS Consumer Rights Clinic** – The Law Library, in collaboration with Inland Counties Legal Services, hosted a consumer rights clinic every 2nd and 4th Thursday of the month, from 4:00 pm to 7:00 p.m. in the Temecula Law Resource Center. ICLS staff attorneys provide free advice and assistance in legal matters involving consumer credits, medical and student loans, and debt collections. This fiscal year, 41 county residents received legal assistance in consumer debt collection matters.
- ❖ **Temecula Law Resource Center** – Established in November 2011, the Law Library’s partnership with the City of Temecula made it possible to provide the Southwest Riverside County residents access to current collection of legal materials, legal reference service, legal research and continuing legal education classes, and public legal education programs. The continued success of this partnership has raised the level of public awareness of the Law Library’s value to the communities in the Southwestern region of the County.
- ❖ **UCR, Extension Paralegal Program** – For the past several years, the Victor Miceli Law Library has made its legal resource materials, services, and staff available to support the legal research education needs of the UCR Extension Paralegal Program students. The Law Library conducted 5 tours for 71 paralegal program students this fiscal year. Additionally, the Indio Branch conducted a library tour for 50 College of the Desert students.

Staff Activities

The Riverside County Board of Law Library Trustees considers its law library staff an important asset crucial to providing excellent customer service. Hence, the trustees completely support the staff's professional development and community outreach activities. The staff's diverse educational and cultural background are important elements in ensuring that the Law Library meets the legal information service needs of a community of library users as diverse as the communities of Riverside County. The Annual Staff Retreat held on September 12th in the Indio branch library included a four-hour Real Colors workshop in the morning, a catered lunch, and a tour of the County Law Building in the afternoon. The Real Colors workshop was designed to help staff discover their unique personality traits and how those traits affect their daily interactions with differing personality types and empower each of them to remove barriers to forming stronger relationships and better communication at work and in their every interaction in life.



Lauren Patterson received the 5-Year Service Recognition Award at the Annual Staff Retreat held on September 12th in the Indio Branch Library

Staff continue to learn and keep themselves informed of current developments and best practices in legal information services and legal research by attending Webinars and Conferences in person throughout the fiscal year including the following:

Law Library Director, Victoria Williamson – Attended the American Association of Law Libraries (AALL) 2023 Meeting & Conference *Map Our Future* held on July 15-18, 2023 in Boston, Massachusetts; SJSU Library 2.0 Online Conference held on November 9, 2023; Council of California County Law Librarians (CCCLL) Fall Meeting held on November 17-18, 2023 in Santa Rosa and Spring Meeting & Legislative Day held on April 2 & 3, 2024 in Sacramento; 52nd Annual SCALL Institute *AI Unleashed: Practical & Ethical Applications* held on February 23-24, 2024 at the Mar Monte Hotel in Santa Barbara; and serves on the AALL 2023-2024 State of the Profession Committee, AALL Government Law Libraries Special Interest Section Standards Committee; CCCLL Legislative Advocacy Committee; Riverside County Bar Association's (RCBA) Committee on Lawyer Referral Services, and City of Moreno Valley Library Commission.

User Experience Librarian, Andrea Valencia – Participated as speaker at RCBA's New Attorneys Academy held on November 23, 2023; attended *Lexis+ Training* held on March 14, 2024 presented by Lexis Representative Stephan Shields, Webinar on ABA 2024 National Law Day launch program held on March 21, 2024, National Library Week *Lexis Digital Library Training* held on April 9, 2024, moderated RCLL's National Law Day Panel Discussion with RCBA's Barristers held on April 9, 2024, and attended the Webinar *League of Women Voters and America's Libraries: Partners to Count On* held on May 29, 2024.



Electronic Services Librarian, Michael Van Aken - Attended the American Association of Law Libraries (AALL) 2023 Meeting & Conference *Map Our Future* held on July 15-18, 2023 in Boston, Massachusetts.

Acquisitions & Metadata Librarian, Rhonda Cloud – Attended the *What Did I Miss? A Demonstration of the Difference Between ChatGPT –4 and 3.5 That Impact Legal Research and Writing* held by William & Mary's Law School on August 3, 2023, *The OnRamp to Leadership: 7 Ways to Fuel Your Career* held by Ebsco on August 17, 2023, California Libraries Learn (CALL) program on *Hand's Up! Live ASL Practice for Library Staff and Reluctant Leadership: Using Your Hesitancy and Authenticity for Self-Acceptance and Confidence in Building Leadership Skill Confirmation* held on September 27, 2023, and *Basic Copyright for Library Staff; RCLL Patron Incident Training* held on March 26, 2024 and *Reference Training* held on March 28, 2024, *Environmental Law and The Things We Need to Build* held by Witkin State Law Library on June 11, 2024. Rhonda received the 2023 RCLL *Employee of the Year Award* in recognition of the significant growth she had demonstrated by taking on new responsibilities, implementing new policy changes to streamline procedures in technical services and training staff.

Administrative Officer/Librarian I, Lauren Patterson – Attended the *Annual City Manager Forum Webinar* held by the Inland Empire ASPA on September 28, 2023, CDF Webinar *Up in Smoke: A Blunt Discussion of Applicant and Employee Drug Testing in California* held on January 16, 2024, CDF Webinar *No Plan, No Problem – California Workplace Violence Prevention Plan Requirements and Compliance Overview* held on April 30, 2024, *CalPERS Prefunding Programs Workshop* held on May 22, 2024, *2024 CalPERS Forum* held on October 2-4, 2023 in Los Angeles, *ALA Annual Conference* held on June 28-July 2 in San Diego. Lauren was one of 25 selected participants in the Catalyst Leadership Development Program, a California Libraries Learn (CALL) co-hort based 18-month program that began in October 2023.

Indio Branch Librarian, Terry Conaway – Selected to be the 2023 recipient of the *RCLL Significant Contribution Award* for her work on the *Legal Research for Everyone* instructional video series made available on the RCLL website.

Library Assistants: **Laura Whyte** attended the *Forms Workflow Refresher* Training on July 10, 2023, *Homeless Training: How to Manage Problematic Behavior* (State Library of Louisiana) on November 9 2023, *Level Up Your Professional Communication* (CALL Academy) on December 18 2023, *Lexis+ Training* on March 14 2024, *Motivating Your Team Every Day of the Week* (Webjunction) on April 24, 2024, and *Law Library Services for Incarcerated People* (San Francisco Public Library) on June 2, 2024. **Victor Landa** attended the *Lexis Cryptocurrency* MCLE on July 18, 2023, *Homeless Training and How to Manage Problematic Behavior* (State Library of Louisiana) on November 9 2023. **America Ochoa** attended the *Expungements Webinar* (Sacramento County Law Library) on October 20, 2023, *Estate Planning Basics* (Alameda County Law Library) on December 8, 2023, and *Lexis+ Training* on March 15, 2024. **Isaiah Sanchez** attended the Trellis MCLE class on October 11, 2023 and *Lexis+ Training* on March 15, 2024. **Sherri Gagliardi** viewed the *Legal Research for Everyone* (RCLL) videos series on March 1 – 30, 2024, *Lexis+ Training* on March 15, 2024, and *Introduction to Law School for First Year Students* (University of Virginia Law School) on June 18, 2024. **Luis Vasquez** viewed the *Legal Research for Everyone* (RCLL) video series on June 1 – 30, 2024. **Yanis Azzou** attended the RCLL *Forms Workflow Refresher* training held on July 10, 2023, RCLL Reference Trainings held on July 28, 2023, October 4, 2023, and March 28, 2024, RCLL Staff Retreat and Patron Incident Training held on September 12-13, 2024, *Lexis+ Training* with Stephan Shields on March, 14, 2024, and RCLL Patron Incident Training on March 26, 2024; participated in outreach – RCBA's New Attorneys Academy on November 23, 2023 and RCLL *Lawyers in the Library: Estate Planning & Family Law* with Shoup & Grey Legal held on May 7, 2024 in Temecula Law Resource Center. **Matthew Palacios** attended the RCLL *Forms Workflow Refresher* Training held on July 10, 2023, RCLL Staff Retreat and Patron Incident Training held on September 12-13, 2024, California Libraries Learn (CALL) Academy webinars on *Speak Up! Be a Strong Introverted Leader* and

Foundations of Mentoring in February 2024, *Lexis+ Training* with Stephan Shields on March, 14, 2024, RCLL Reference Trainings held on July 23, 2023, October 4, 2023 and March 28, 2024; and RCLL Patron Incident Training on March 26, 2024. **James Phaphone** attended the Niche Academy Webinar on *Homelessness De-escalation Training* held on March 18, 2024, and *Adult Program That Work* held on April 17, 2024, RCLL Patron Incident Training held on March 26, 2024, and RCLL Reference Training held on March 28, 2024. **Emily Lazcano** was the 2023 recipient of the *RCLL Customer Service Award* for her commitment and dedication to providing exceptional service to the patrons in the Temecula Law Resource Center.

Organizational Chart, 2023-2024

