

**MINUTES OF REGULARLY SCHEDULED MEETING  
RIVERSIDE COUNTY BOARD OF LAW LIBRARY TRUSTEES  
July 12, 2024**

**PRESENT**

John Boyd, Esq., President  
Hon. Harold Hopp  
Hon. Johnnetta Anderson  
Yoginee Braslaw, Esq.  
Victoria Williamson, Secretary

**ABSENT**

Hon. Cheryl Murphy  
Hon. Kira Klatchko  
Hon. Magdalena Cohen

**GUEST**

Ryan Kahrs

**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 President Boyd at 12:16 pm.

Judge Anderson was present via video conference from Temecula Law Resource Center, 30600 Pauba Road, Temecula, CA 92592.

President Boyd introduced new trustee Yoginee Braslaw. He stated that Yoginee comes to the Board with a wealth of knowledge and experience gained from serving in other governing boards.

**II. PUBLIC COMMENT**

No members of the public present.

**III. REGULAR SESSION**

**A. Acceptance of the Agenda**

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

**B. Regular Meeting Minutes of June 14, 2024**

Filed as amended.

**C. Airducts Repair Project Update**

Ryan reported that everything is working except on one floor which was fixed. The system is set to run 24/7 on cooling to account for the summer heat. No complaints from the tenant about it being too hot.

The Project team needs Board direction as to which way to go with regards to the three proposed program budgets so they can begin the design work. Of the three options, Option 2 is more feasible and its cost is not of a significant jump to Option 3.

President Boyd stated that he will put an action item on the agenda for the August meeting. He asked Ryan to put in his recommendation to the Board and make sure the Board receives it two weeks before the August meeting so the Board will be in a position to act on it.

**D. Relocation of Indio Branch**

Victoria reported that the project is still in the design phase. The demolition of the Palm Spring space was completed, and the notice of completion was recorded by Clerk of the Board of Supervisors on July 10<sup>th</sup>. The Lighting Plan from the Architect was received and reviewed by the Law Library team with no comments or changes to the plan. 50% Construction Drawing Progress Plan set was received on July 2<sup>nd</sup> and forwarded to Law

Library team, RCIT Staff, and Executive Office on July 3<sup>rd</sup> for review and comments. The Architectural Finishes was received on July 10 and reviewed by Law Library team. The proposed color scheme of the interior finishes was too neutral and mostly shades of grey. The Law Library team asked to add a little bit of color that will blend well with the color of the existing furniture that will be brought to the new location. Next project meeting is set for July 25<sup>th</sup>.

**E. Director's Report**

A written report including a list of library programs, staff activities, library usage, collection and database usage statistics, and social media engagement for the month of June was provided to the Board with the Staff Monthly Briefing newsletter and Patron Incident Report attached. Victoria pointed out that the legal database usage statistics is for the month of May and that these numbers come from the vendors who are sometimes delayed in providing them. The June numbers will appear in the July Report.

**F. Conflict of Interest Code Biennial Notice for Amendments**

President Boyd reminded the Board about amending the Conflict of Interest Code to add Associate Director to the list of designated positions for employees who must file Form 700.

Judge Hopp made a motion to add Associate Director to the list of designated positions for employees who must file Form 700, in the Conflict of Interest Code. It was seconded by Yoginee Braslaw, affirmatively voted upon unanimously, and motion carried.

**G. Acceptance of May 2024 Financial Report**

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

**IV. Closed Session**

President Boyd announced at 12:39 p.m. that the meeting will go into closed session.

**A. Public Employee Performance Evaluation – Director**, pursuant to California Government Code §54957(b)(1).

**B. Reconvene to Open Session**

President Boyd reconvened to open session at 12:50 pm and announced that the Committee decided to move forward with the method of obtaining staff input for the Director's review.

**V. ADJOURNMENT / NEXT MEETING**

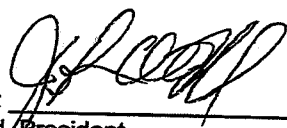
There being no further business to come before the Board, the meeting was adjourned at 12:52 p.m. Next regular meeting is scheduled for August 9, 2024, at 12:15 pm.

MINUTES:



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

APPROVED:

  
John A. Boyd, President  
Riverside County Board of Law Library Trustees