

**MINUTES OF REGULARLY SCHEDULED MEETING
RIVERSIDE COUNTY BOARD OF LAW LIBRARY TRUSTEES
August 9, 2024**

PRESENT

John Boyd, Esq., President
Hon. Cheryl Murphy
Hon. Harold Hopp
Yoginee Braslaw, Esq.
Victoria Williamson, Secretary

ABSENT

Hon. Kira Klatchko
Hon. Johnnetta Anderson
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 12:20 pm.

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 July 12, 2024

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

C. Conflict of Interest Code Resolution 2024-01

Yoginee Braslaw moved to adopt Resolution 2024-01 amending the Conflict of Interest Code to add Associate Director to the List of Designated positions for employees who are required to file Form 700. It was seconded by Judge Hopp, affirmatively voted upon unanimously, and motion carried.

D. Airducts Repair Project Program Budget

Ryan reminded the Board that the budget submitted to the Board is just a program budget, not a contract, It is budget based on the report that Christian Bros. and IMEG's recommendations. Any negotiations or cost-saving considerations will happen after the design is done. Once the Board decides which program budget to proceed with, Ryan will ask IMEG to do the design which will take two months. He said that he intends to do an informal bid process to expedite it.

President Boyd pointed out that the Option#2, recommended by Ryan, costs \$3.9M and the actual cash the library has is \$9.7M which means the library will be using almost 40% of its cash to do this project. He raised the question of whether putting \$4M into the law library building this old with a lease receivable of \$2.2M is a financially sound decision to make. It appears that the library will not recover the costs of these improvement under the existing lease. He asked Ryan what is the longevity of these improvements?

Ryan stated that determining the longevity of the improvements is not project-based but component-based: 20 years for the chillers, 15 years for dampers, etc.

President Boyd stated that two judges on the Board asked him to vote as their proxy on this matter which is not allowed. He suggested to authorize Ryan to move forward with the design for Option 1 budget and authorize the Board to get a consultant to assist in developing a long-range plan and strategic direction for the building.

The library has only so much liquid assets, the Board has to determine what is the prudent way to go forward to spend its cash, how much space is needed to have a library, etc.?

A motion to authorize Ryan to proceed with the design for Option 1 was made by Yoginee Braslaw, seconded by Judge Hopp, affirmatively voted upon unanimously and motion carried.

Yoginee Braslaw moved to have President Boyd reach out to a consultant to present and recommend a long range plan and strategic direction for the library building. It was seconded by Judge Hopp, affirmatively voted upon unanimously, and motion carried.

E. Change to Quarterly Board Meetings (AB 170)

The Board will continue to meet monthly pursuant to its Bylaws. It will consider amending its Bylaws to change the frequency of its meetings. Victoria will post notice of the proposed amendment to the public ten days before the regularly scheduled Board meeting.

F. Indio Branch Relocation Update

The 90% Construction Drawing Progress Plan set was submitted and forwarded to the Library for comments and there were no comments from staff. Option 1 color palette which has a little bit more color than Option 2 was selected by staff and relayed to the Architectural Design Team who will begin pricing for materials. RCIT and Biztek will be provided with CAD drawings that will show where the data lines will run to make sure there are adequate electrical wires underneath the tables with plugins for laptops. Inventory of the library furniture in Indio is set tentatively sometime in August. The Project Team meeting scheduled for yesterday was cancelled.

G. Director's Report

A written report including a list of library programs, staff activities, library usage, collection and database usage statistics, social media engagement for the month of July was provided to the Board with the Staff Monthly Briefing newsletter and Patron Incident Report attached. Victoria pointed out that the individual who was still banned from the Indio branch came back to the library and staff were instructed to call the police and have him arrested for trespassing. Victoria, Andy and Rhonda attended the AALL Conference held in Chicago. A blog piece recapping their AALL Conference experience will be posted on the library's website.

H. Acceptance of June 2024 Financial Report

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

IV. Closed Session

President Boyd announced at 1:03 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 1:09 pm with nothing to report.

V. ADJOURNMENT / NEXT MEETING

There being no further business to come before the Board, the meeting was adjourned at 1:11 p.m. Next regular meeting is scheduled for September 13, 2024, at 12:15 pm.

MINUTES:



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

APPROVED:



Hon. Kira Klatchko, Vice President
Riverside County Board of Law Library Trustees