

**MINUTES OF REGULARLY SCHEDULED MEETING
RIVERSIDE COUNTY BOARD OF LAW LIBRARY TRUSTEES
September 13, 2024**

PRESENT

Hon. Kira Klatchko, Vice President
Hon. Harold Hopp
Hon. Johnnetta Anderson
Hon. Magdalena Cohen
Yoginee Braslaw, Esq.
Victoria Williamson, Secretary

ABSENT

John Boyd, Esq., President
Hon. Cheryl Murphy

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 Vice President Klatchko at 12:16 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 August 9, 2024

It was moved by Judge Hopp, seconded by Yoginee Braslaw, affirmatively voted upon by a majority vote, and motion carried. Judge Cohen and Judge Anderson abstained.

C. Airducts Repair Project Update

Ryan met with the architect and IMEG and walked the building and it looks like there is a potential item that need to be addressed in 2nd and 3rd floor, areas that need work, areas affecting the egress and path of travel but most of the mechanical stuff is good. He had the contractor committed to have the final drawings in October. Once the drawings are done, he will have a budget or estimate of the contractor costs. Ryan also stated that they need to do a HazMat report proposal which Victoria signed so the Hazmat can be done before IMEG start their work. Ryan will have the proposals and recommendations ready by the November or December board meeting.

Ryan mentioned that they had made some adjustments in the system because of complaints from the tenant about the temperature. The system is running smoothly even with the heat wave.

D. Indio Branch Relocation Project Update

On September 10th, Victoria met with Anna Rodriguez and Amber Norman who did an inventory of the library furniture in the Indio branch and identified what pieces of furniture will be moved to the Palm Springs space. For example, most of the shelving units, tables and chairs for the open reading area and conference rooms will move to Palm Springs. However, the furniture in one of the conference rooms in Indio will not fit in the 2nd, smaller conference room in Palm Springs. The table and chairs in the open seating area in Indio will not be needed in the new space. The next project meeting is scheduled for September 19.

E. 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 August was provided to the Board with the Staff Monthly Briefing newsletter and Patron Incident Report attached. Victoria stated that no major patron incident occurred or any highlights from last month's report.

F. Acceptance of July 2024 Financial Report

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

IV. Closed Session

Vice President Klatchko announced at 1:03 p.m. that the meeting will go into closed session for the Director's evaluation but because President Boyd is not present, she suggested to table the closed session agenda to next month's meeting.

Judge Hopp moved to table the closed session agenda to next month's meeting, seconded by Yoginee Braslaw, affirmatively voted upon unanimously, and motion carried.

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

V. ADJOURNMENT / NEXT MEETING

Yoginee Braslaw moved to adjourn the meeting, seconded by Judge Anderson, and there being no further business to come before the Board, the meeting was adjourned at 1:31 p.m. Next regular meeting is scheduled for October 11, 2024, at 12:15 pm.

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

APPROVED: [Signature] (Abstained from vote approving)
John Boyd, Esq., President
Riverside County Board of Law Library Trustees
JCB