

**MINUTES OF REGULARLY SCHEDULED MEETING  
RIVERSIDE COUNTY BOARD OF LAW LIBRARY TRUSTEES  
October 11, 2024**

**PRESENT**

John Boyd, Esq., President  
Hon. Cheryl Murphy  
Hon. Johnnetta Anderson  
Hon. Magdalena Cohen  
Yoginee Braslaw, Esq.  
Victoria Williamson, Secretary

**ABSENT**

Hon. Kira Klatchko, Vice President  
Hon. Harold Hopp

**GUEST**

Joseph Peter Myers, Esq., Ryan Kahrs,  
Bradley Neufeld, Esq.

**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 12:17 pm.

**II. PUBLIC COMMENT**

No members of the public present.

President Boyd invited everyone present to observe a moment of silence for Mr. Lionel Brown who passed last Monday. He stated that Mr. Brown typified the patron of the law library. In most cases, it is members of the public that use the law library, aside from the lawyers. Mr. Brown made this Board a better Board and this Library a better Library. He attended the board meetings and shared a lot of suggestions for the library.

**III. REGULAR SESSION**

**A. Acceptance of the Agenda**

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

**B. Service Recognition Award Presentation**

President Boyd shared a story about a case where Joe filed a rhyming complaint. Joe did an excellent job that it got a huge amount of publicity through the Press Enterprise. Joe stated that his goal was to allow the reader have a chuckle and his good writing gave the Press Enterprise a sense of the nature of the case and the human side of it, and it got a lot of publicity. Joe said that it is important to understand the public and how the public will react. It prevented cases like it.

President Boyd presented the RCLL Service Recognition Award to Joseph Peter Myers. He thanked Joe for all his service on the Law Library Board for 30 years. Joe was a devoted board member, he was the continuity for the Board, he knew where they were, went through all the changes that were happening and saw the transition to where the law library is now.

**C. Approval of the Minutes of September 13, 2024 Regular Meeting**

It was moved by Yoginee Braslaw, seconded by Judge Cohen, affirmatively voted upon by a majority, and motion carried. President Boyd and Judge Murphy abstained.

**D. Airducts Repair Project Update**

Ryan stated that the HazMat survey was done on September 28<sup>th</sup>. There was no lead but a few asbestos detected, he submitted the report to IMEG to do the drawings.

President Boyd asked Ryan to explain in layman's terms the results of the survey. Ryan stated that some of the joint compound have low level asbestos, at 2%. It is dormant. No

hazards. The first round of drawings, mostly mechanical and has to do with facilities and HVAC is done. IMEG is supposed to be done with the final design this month. Once the final design is done, the work will start early next year (January or February). This is contingent upon the tenant's ability to give them access to the work area. He has a meeting with the tenants on Tuesday to update them on this project.

**E. Indio Branch Relocation Project Update**

Victoria met with the moving company and the furniture company (G/M) in Indio. She showed them the volume of books that will move to Palm Springs. The books that are going to stay in Indio which are to be discarded have been properly marked. The tables in the open reading area and conference rooms will move to Palm Springs, and the chairs will need to be replaced with chairs that have wheels. This will provide the library the flexibility to reconfigure the furniture setup in the open reading area for events.

**F. 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 September was provided to the Board with the Staff Monthly Briefing newsletter and Patron Incident Report attached. Victoria mentioned 3 patron incidents occurred in Riverside and one patron was suspended for tampering with one of the computers.

**G. Approval of Revised Personnel Manual**

Brad recommended the adoption of both the Revised Personnel Manual and Workplace Violence Prevention Program as presented. He stated that these were negotiated with SEIU for months and months ago and it sat through their process. There were a number a changes, not big except for a new law that came into effect. The Workplace Violence Prevention Program requires to seek input from employees and their Union. It was modeled from CalOSHA and customized. The Union accepted it in whole. One thing they brought up with regard to prohibiting employees to bring weapon in the workplace is they asked for an exception for pepper spray. The library agreed to allow pepper spray so long as the employees keep it in their purse or backpack. The personnel manual has been a long standing document, it was updated to be in compliance with the law.

**H. Approval of Workplace Violence Prevention Program**

The staff will be provided a copy of the Workplace Violence Prevention Plan with an acknowledgement of receipt, as well as staff training.

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

**I. Acceptance of August 2024 Financial Report**

Victoria pointed out an error in the Income and Expense Report which is the negative \$66K in investments. The September County Financial Report shows a positive \$66K in investments.

Yoginee Braslaw made a motion to approve the August Financial Report with a note that the negative \$66K in investments is an error and it will show as a positive in the September report. It was seconded by Judge Anderson, affirmatively voted upon unanimously, and motion carried.

President Boyd pointed out that the Board needs guidance on where to invest its funds and will be asking for a referral to a financial advisor to assist in this matter.

**IV. Closed Session**

President Boyd announced at 1:05 p.m. that the meeting will go into closed session for the Director's evaluation.

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 1:13 pm and announced that the matter is tabled to next meeting and the Committee will continue its discussion.

V. **ADJOURNMENT / NEXT MEETING**

Judge Anderson moved to adjourn the meeting, seconded by Judge Cohen. 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 November 8, 2024, at 12:15 pm.

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

APPROVED: *John Boyd*  
John Boyd Esq., President  
Riverside County Board of Law Library Trustees