

**MINUTES OF THE SPECIAL BOARD MEETING  
OF THE BOARD OF LAW LIBRARY TRUSTEES OF  
LOS ANGELES COUNTY**

**A California Independent Public Agency Under  
Business & Professions Code Section 6300 et sq.**

**July 2, 2012**

The Special Board Meeting of the Board of Law Library Trustees of Los Angeles County was held on Tuesday, July 2, 2012 at 4:00 p.m., at the Los Angeles County Law Library Mildred L Lillie Main Library Building at 301 West First Street, Los Angeles, California 90012, for the purposes of considering reports of the affairs to the Library, and transacting such other business as might properly come before the Board of Trustees.

**ROLL CALL/QUORUM**

**Trustees Present:**

Susan Steinhauser, Esquire  
Judge Luis Lavin  
Judge Mark Juhas  
Kenneth Klein, Esquire  
Judge Jan Plum  
Judge Ann Jones

**Trustees Absent:**

Judge Reva Goetz

**Staff Present:**

Marcia J Koslov, Executive Director

**Also Present:**

Ben Goldman, Littler Mendelson, P.C.

President Steinhauser determined a quorum to be present, convened the meeting at 4:04 p.m. and thereafter presided. Executive Director, Marcia Koslov recorded the Minutes.

Trustee Lavin stated his concern about the late distribution of the Board materials and reminded the Executive Director of his request to receive the materials one week prior to the meeting. Trustee Jones stated her concern about the notice of Agenda Item 2, Closed Session. President Steinhauser called for a brief recess to discuss the issues.

Following the recess, Trustee Lavin and Trustee Jones, exited the meeting. President Steinhauser called the meeting back into session at approximately 4:30.

**1.0 PUBLIC COMMENT**

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During the three (3) minutes allocated, Mr. Lee Paradise objected to the closing of the Branch locations.

During the three (3) minutes allocated, Mr. John Lavine objected to the closing of the Branch locations.

During the three (3) minutes allocated, Ms. Paula Hart objected to the closing of the Branch locations.

During the three (3) minutes allocated, Mr. Frank Rodriguez objected to the downsizing of the library staff.

During the three (3) minutes allocated, Ms. Judith Yontef objected to the closing of the Branch locations.

**2.0 CLOSED SESSION**

Item 2.0 was tabled.

**3.0 DISCUSSION AND ACTION ITEM 1**

**4.0** FY 2012 – 2013 Budget. Executive Director Marcia J Koslov and Patrick O’Leary, Senior Director, Administrative Services, discuss the development of the FY 2013 budget and presented recommendations for Board of Trustees approval of the FY 2013 budget.

President Steinhauser requested that Board members take the opportunity to ask questions and provide comment on the proposed budget. Marcia Koslov and Patrick O’Leary responded.

In order to review the worst-case scenario, Trustee Plum requested that an additional budget option at an 8.58% decline be added to the proposals. Trustee Plum requested clarification on the stated depreciation of the library materials and capital expenditures.

Trustee Plum requested that the budget clearly identify the fiscal year savings from the Branch closures. The Executive Director stated that there would be approximately \$100,000 in personnel costs and approximately \$250,000 in library material costs. The Executive Director also discussed the greater use of technology to provide services to more people in more locations, particularly if it were paired with real-time, interactive responses from professional librarians.

2011 and 2012 statistics indicate that often fewer than 12 people each day use a branch location. Although only anecdotal information is currently available on the use of the partner locations, over the past year, the LA Law Library has provided in-service training to more than 270 public librarians who bring the questions they’ve been asked to the training sessions. Those public librarians are convinced that the partnership concept works. In this regard, President Steinhauser suggested that the Board look at the best and highest use of library funds.

Trustee Juhas commented that the digital world provides both an opportunity and a challenge. A Law Library digital research station might provide a real-time librarian in a Skype-type setting. This would enable the Law Library to serve more people in more places: a larger number of courthouses; in public libraries; on a 24x7 chat service; collaborative efforts across the country. There followed discussion about the relative costs between online and print services, staff costs attendant with both types of service, e-books, license fees, and training and assistance. In addition, the Board discussed the responsibilities of branch assistants versus those of professional librarians.

The Executive Director stated that the budget did not take into consideration any potential income from the sale of the rare books. In response to Board questions, she described the opportunity for the Law Library to serve as an educational venue: a place of activity and of learning; a conference location; and a center for workshops and seminars. She stated that the Law Library is looking at the development of an LA Law Library “app,” so that the Library can be “just-in-time” rather than “just-in-case.” In addition, the Law Library is actively looking for the best partner locations so that there is a Law Library presence throughout the city and the county.

**5.0 AGENDA BUILDING**

President Steinhauser requested that the Executive Director poll the Board for the next time the Board could meet to continue the discussion and vote on the FY 2013 budget.

**6.0 ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at 5:45 p.m. The next Regular Meeting of the Board of Law Library Trustees is scheduled for Tuesday, July 24, 2012. .

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Marcia J Koslov, Executive Director and Secretary  
Los Angeles County Law Library Board of Trustees