

**MINUTES OF THE REGULAR 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.**

December 17, 2013

The Regular Board Meeting of the Board of Law Library Trustees of Los Angeles County was held on Tuesday, December 17, 2013 at 12:15 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:

Judge Michelle Williams Court
Judge Reva Goetz
Judge Ann Jones
Judge Mark Juhas
Kenneth Klein, Esquire
Susan Steinhauser

Trustees Absent:

Judge Lee Smalley Edmon

Senior Staff Present:

Sandra J. Levin, Executive Director
Patrick O'Leary, Senior Director, Administrative Services
Jaye Steinbrick, Senior Director, Information Services

Also Present:

Malinda Muller, Director, Programs & Partnerships
Ryan Metheny, Librarian, Programs & Partnerships

President Steinhauser determined a quorum to be present, convened the meeting at 12:19 p.m. and thereafter presided. Executive Director, Sandra Levin recorded the Minutes.

1.0 PUBLIC COMMENT

During the three (3) minutes allocated, Mr. Wasserman commented on the Members Program and how his firm benefits, he questioned what the cost would be and expressed concern that it might be prohibitive.. Mr. Wasserman asked for the Board to consider all

impacts prior to approving the recommendation to revise the Members Program; re Agenda Item 4.2.

During the five (5) minutes allocated, Mr. Lee Paradise commented on the Law Library's accounting and hiring practices. Mr. Paradise also commented on his complaint to the grand jury for investigation of the LA Law Library. Mr. Paradise concluded his comment with a suggestion for the Board to open Agenda Building to the Public.

2.0 PRESIDENT'S REPORT

There was no President's Report.

3.0 CONSENT CALENDAR

3.1 Minutes of the November 19, 2013, Regular Board Meeting.

3.2 October 2013 Financials & November 2013 List of Checks and Warrants.

3.3 Approval of Revised Charge for Delivery of Materials.

Staff recommended that the Board adopt the revised charge for overnight delivery of Law Library materials.

President Steinhauser requested a motion to approve the Consent Calendar. So moved by Trustee Jones and seconded by Trustee Juhas, the Consent Calendar was unanimously approved, 6-0.

4.0 DISCUSSION ITEMS

Per the President's prerogative, Steinhauser took up Agenda Item 4.2 prior to Agenda Item 4.1 in order to address comments made during Public Comment.

4.2 Approval of Revised Members Program Borrowing Rules.

At this time, Malinda Muller and Ryan Metheny joined the table.

Staff recommended the Board approve the revised Members Program Borrowing Rules and Borrowing Fees and Deposits.

Following discussion, President Steinhauser requested a motion to approve the revised Members Program Borrowing Rules and Borrowing Fees and Deposits. So moved by Trustee Jones and seconded by Trustee Goetz, the motion was so unanimously approved, 6-0.

4.1 Approval of Establishment of a California Employers' Retirement Benefit Trust Program and Investment in State and Federal Bonds.

At this time, Patrick O'Leary joined the table.

Staff made two recommendations to the Board regarding Agenda Item 4.1:

CERBT: Staff recommended the Board enter into an agreement with the CalPERS Board CERBT with an initial contribution of \$2 million. A sample of the CERBT agreement was enclosed for the Board to review.

Bonds: Staff recommended the Board authorize the Executive Director to acquire a AA or better rated bond portfolio up to 70% of the Law Library's remaining cash surplus (about \$4.9 million).

Following discussion, President Steinhauser asked that last year's Budget Committee review Agenda Item 4.1, further examine all opportunities and bring report back with a recommendation no later than three (3) months. There was no further action taken.

6.0 EXECUTIVE DIRECTOR REPORT

ED Levin reported back to the Board on a previous Agenda Building effort. LA Law Library has begun to collaborate on a state-wide level via a trial project with the CCCLL on a number of workshops and events that will occur during Law Week. Additionally, ED Levin updated the Board on the draft Bill regarding Law Library revenues now circulating for comment in the Legislature.

At this time, President Steinhauser announced the Board would move in to Closed Session, Agenda Item 5.0. All members of the public and staff vacated the room.

5.0 CLOSED SESSION

5.1 Personnel (G.C. 54957). Public Employment. Title(s): Head of Cataloging; and Library Technician, Serials and Acquisitions.

5.2 Conference with Labor Negotiator (G.C. 54957.6). *Library Negotiator:* Patrick O'Leary and Sandra J. Levin; *Employee Organization:* SEIU Local 721.

The Board reconvened Open Session at 1:28 p.m. There was no reportable action.

5.0 AGENDA BUILDING

There were no items for Agenda Building.

7.0 ADJOURNMENT

There being no further business to come before the Board, the meeting was at 1:28 p.m. The next Regular Meeting of the Board of Law Library Trustees is scheduled for Tuesday, January 28, 2014.



Sandra J. Levin, Executive Director and Secretary
Los Angeles County Law Library Board of Trustees