

**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.**

March 25, 2014

The Regular Board Meeting of the Board of Law Library Trustees of Los Angeles County was held on Tuesday, March 25, 2014 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 Lee Smalley Edmon
Judge Reva Goetz
Judge Ann Jones
Judge Mark Juhas
Susan Steinhauser, Esquire

Trustees Absent:

Kenneth Klein, Esquire

Senior Staff Present:

Sandra J. Levin, Executive Director
Jaye Steinbrick, Senior Director, Information Services

Also Present:

Jaye Steinbrick, Senior Director
Malinda Muller, Director, Programs & Partnerships
Janine Liebert, Librarian, Programs & Partnerships

President Jones determined a quorum to be present, convened the meeting at 12:17 p.m. and thereafter presided. Executive Director, Sandra Levin recorded the Minutes.

1.0 PUBLIC COMMENT

During the five (5) minutes allocated, Mr. Lee Paradise commented on the Law Library's Senior Management, Board of Trustees and Friends of The Los Angeles County Law

Library Board of Directors. Paradise also commented on the Building Rehabilitation and Restoration Project that was previously completed.

2.0 PRESIDENT'S REPORT

There was no President's Report.

Per the President's prerogative, the Executive Director's Report, Agenda Item 6.0, was moved up on the Agenda.

6.0 EXECUTIVE DIRECTOR REPORT

At this time ED Levin asked that SD Steinbrick, join the table for an update regarding the recently contracted parking management vendor; Parking Concepts, Inc.

Prior to the introduction of SD Steinbrick ED Levin commented on recent building maintenance that was required to be completed. This comment addressed some concerns that were voiced during Public Comment.

SD Steinbrick introduced Peter Patel, Regional Manager at Parking Concepts Inc. Mr. Patel remained in the audience to answer any questions the Board might have.

SD Steinbrick reported on several of the new improvements that are being made to the Hill Street parking structure. Improvements include: pre-paid parking for LA Law Library training and event attendees, valet parking for special events, upgraded lighting, upgraded automated parking meters, restriping of the lot.

ED Levin briefly introduced two new employees; John Kohl, Finance Director, who joins the Law Library Team with a background in non-profit foundations and government entities; Also, Scott Kissack, Facilities Manager, who joins with a background in both facilities maintenance and facilities management with regard to events and coordinating activities.

At this time, the President moved on to the Consent Calendar, Agenda Item 3.0.

3.0 CONSENT CALENDAR

President Jones inquired the Board of any requests to pull items from the Consent Calendar. Trustee Steinhauser requested to amend the Minutes of the February 25, 2014, Regular Board Meeting; correcting the grammar of her closing remarks.

3.1 Minutes of the February 25, 2014, Regular Board Meeting.

President Jones requested a motion to approve Trustee Steinhauser's request of a friendly amendment to the grammar of her closing remarks in Consent Item 3.1, so moved by Trustee Edmon and seconded by Trustee Goetz, Consent Item 3.1, Minutes of the February 25, 2014, Regular Board Meeting, was unanimously approved, 6-0.

- 3.2 January 2014 Financials & February 2014 List of Checks and Warrants.
- 3.3 Appointment of Peter Morrison to FLACLL Board
Staff recommended the Board of Trustees approve the appointment of Peter Morrison to the Board of the Friends of the Los Angeles County Law Library and thank him in advance for his service.

At the request of President Jones for any additional comment on remaining Consent Calendar Items, 3.2 and 3.3, Trustee Steinhauser, as ex-officio on the Friends Board of Directors, made a brief statement regarding Peter Morrison.

There being no further discussion, President Jones requested a motion to approve Consent Items 3.2 and 3.3, so moved by Trustee Steinhauser and seconded by Trustee Edmon, Consent Items 3.2, January 2014 Financials & February 2014 List of Checks and Warrants; and Consent Item 3.3, Appointment of Peter Morrison to FLACLL Board, were unanimously approved, 6-0.

ED Levin invited Muller and Liebert to join the table at this time. Law Week flyers were distributed to the Board as part of Discussion Item 4.1. These flyers were also made available in hard copy to the attending members of the public.

4.0 DISCUSSION ITEMS

- 4.1 Law Week Update.
Liebert presented the Board with a brief update on Law Week. Liebert announced that the theme is American Democracy and The Rule of Law: “Why every vote matters.” Each day of the week the Law Library will be host to both general and CLE credit programs free of charge. All events are open to the legal community and general public. In review of the Law Week flyer, the Board expressed their enthusiasm and excitement for this year’s Law Week. ED Levin and Muller made additional comments on the overall programming.
There was no formal action taken.
- 4.2 Brief Tour of the Inner Working of the Law Library.
ED Levin acted as tour guide for the Board Members and members of the public. The tour emphasized “behind-the-scenes” activities to provide a more thorough understanding of library operations.


*The tour concluded in the Training Center at approximately 1:35 p.m.
There was no additional discussion.*

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 adjourned at 1:36 p.m. The next Regular Meeting of the Board of Law Library Trustees is scheduled for Tuesday, April 22, 2014.



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