

**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.**

May 27, 2014

The Regular Board Meeting of the Board of Law Library Trustees of Los Angeles County was held on Tuesday, May 27, 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 Reva Goetz
Judge Mark Juhas
Kenneth Klein, Esquire
Judge Lee Smalley Edmon
Susan Steinhauser, Esquire

Trustees Absent:

Judge Ann I. Jones

Senior Staff Present:

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

Also Present:

John Kohl, Finance Director
Malinda Muller, Director, Programs & Partnerships
Janine Liebert, Librarian, Self-Help

In President Jones' absence, Vice-President Juhas determined a quorum to be present, convened the meeting at 12:15 p.m. and thereafter presided. Executive Director, Sandra Levin recorded the Minutes.

1.0 PUBLIC COMMENT

During the five (5) minutes allocated for, Mr. Lee Paradise commented on the Law Library's Senior Management initiatives, the Board of Trustees and the FY14 budget proposal. Paradise also made comments on the Library's branch location in Torrance and past employees.

2.0 PRESIDENT'S REPORT

There was no President's Report.

3.0 CONSENT CALENDAR

3.1 Approval of Minutes of the April 25, 2014, Regular Board Meeting

3.2 March 2014 Financials & April 2014 List of Checks and Warrants

3.3 Approval of May 2014 Amendment of the Library Rules of Conduct

Staff recommended that the Board:

1. Approve the attached Rules of Conduct, and
2. Authorize the Executive Director to amend administratively the rules regarding duration of sessions.

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

4.0 DISCUSSION ITEMS

4.1 Review of Operating and Capital Expenditures Budget for Fiscal Year 2014-2015

Staff requested that the Board of Trustees discuss the proposed budget for FY2015 including the Budget Committee's recommendations and the other items described and asked that they raise any questions or concerns so that a final budget proposal could be presented for decision at the June meeting.

Vice-President Juhas gave a brief introduction to the budget proposal and the process leading to the Board, later introducing ED Levin.

At this time, John Kohl, Finance Director, joined the table.

ED Levin presented the Board with an overview of the budget proposal including history of operations and a detailed explanation of the current proposal. The discussion mostly consisted of question and answer that guided the Board's understanding of staff proposal. The Board's consensus was that staff should continue to move forward as proposed and would review the final proposal in June.

4.2 Law Week After-Report

At this time, Malinda Muller and Janine Liebert joined the table.

ED Levin briefed the Board on the events of Law Week in a detailed report and verbal presentation. The Board received and reviewed the report, congratulating staff for their hard work and efforts on developing such a successful event.

At this time, Vice-President Juhas accept a brief comment from a member of the public. During the two (2) minutes allocated, the member of the public commented on access to information on the Library's public terminals. Vice-President Juhas directed the gentleman to speak with ED Levin directly at another point in time.

5.0 **AGENDA BUILDING**


There were no items for Agenda Building.

6.0 **EXECUTIVE DIRECTOR REPORT**

There was nothing more to report.

7.0 **ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at 1:05 p.m. The next Regular Meeting of the Board of Law Library Trustees is scheduled for Tuesday, June 24, 2014.


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