

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

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

March 6, 2007

The Regular Meeting of the Board of Law Library Trustees of Los Angeles County was held on Tuesday, March 6, 2007, at 12:15, at the offices of the Los Angeles County Law Library headquarters at 301 West First Street, Los Angeles, California 90012, for the purposes of considering reports of the affairs of the Library, and transacting such other business as might properly come before the Board of Trustees.

1.0 ROLL CALL/QUORUM

Trustees Present: Judge Susan Bryant-Deason
Judge Abraham Khan
Judge Jan Plum
Susan Steinhauser, Esquire
Judge John Wiley

Trustees Absent: Judge Lee Edmon
Kenneth Klein, Esquire

Staff Present: Marcia J. Koslov, Executive Director

President Steinhauser determined a quorum to be present, convened the meeting at 12:20 p.m. and thereafter presided. Executive Director Marcia Koslov recorded the Minutes.

President Steinhauser and the Executive Director introduced Judge Susan Bryant-Deason to several members of the Law Library staff. No requests to speak from the public were received.

2.0 CONSENT CALENDAR

President Steinhauser asked if there were agenda items to be removed from the Consent Calendar to the Agenda for discussion. No requests were made. Upon motion made by Trustee Wiley and seconded by Trustee Khan, the Consent Calendar was unanimously approved, 5-0.

Items approved on consent were:

- 2.1 Minutes of the February 6, 2007 Regular Board Meeting
- 2.2 List of Checks and Warrants
- 2.3 Draft Financials, July, 2006 –February, 2007

3.0 ACTION ITEMS

- 3.1 Update resolution to deposit and withdraw funds between the County and LAIF.
This resolution was initiated by the County to update our current files and provide ability for the Law Library to deposit and withdraw Los Angeles County Law Library monies in the Local Agency Investment Fund in the State Treasury. Upon motion made by Trustee Plum and seconded by Trustee Wiley, the resolution was unanimously approved, 5-0. (A copy of the signed resolution is attached to these minutes.)
- 3.2 Approval of Elevator Upgrade. In response to the Board's request at the February meeting, John Mataras, Building Engineer, requested and received quotes from several companies to perform the necessary upgrade work. Following discussion, upon motion by Trustee Bryant-Deason and seconded by Trustee Wiley, the Board unanimously approved, 5-0, the proposal from the Schindler Elevator Corporation and directed the Executive Director to execute a contract with Schindler for the work to begin within this fiscal year.
- 3.3 Landscape Proposal. Following discussion of the proposal, the Board requested that the Executive Director seek an elevation of the landscape proposal from Troller-Mayer in order to determine whether to move forward with a landscape plan during the budget discussions for next fiscal year.

4.0 DIRECTOR'S REPORT

Since early discussions had touched on several report items, the Executive Director highlighted the following items:

- On behalf of the Law Library, Katie Fesler, County Counsel, responded to Lee Paradise's correspondence concerning the partnership between the Law Library and the Pasadena Public Library.
- The Task Force on Civil Fees issued a report that included the establishment of Commission on Civil Fees. No additional fee recommendations would take place until January, 2009. There was Board discussion about the possibility of increasing the fee for Law Library via the Board of Supervisors in 2007, but ultimately determined that the UCF precluded that action. At its meeting on March 26, the CCCLL will address potential action on filing fee increases for law libraries until the Commission is in place to receive requests.

5.0 DIRECTOR'S DISCUSSION

Closed Session. At 1:03 p.m. the President Steinhauser announced that the Board would go into closed session for:

- 5.1 Closed Session. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION. Initiation of litigation pursuant to Subdivision (c) of Government Code Section 54956.9: 1 case.
- 5.2 Reconvene Open Session. At 1:15 p.m., President Steinhauser announced that the Board of Trustees was in open session. She further announced that while in closed session, the Board discussed anticipated litigation and provided instruction to counsel.

6.0 PRESIDENT'S REPORT

President Steinhauser provided an update on the March 28, 2007 Friends of the Law Library event honoring Shirley and Seth Hufstedler with the Beacon of Justice Award.

7.0 PUBLIC COMMENT

There was no public comment.

8.0 AGENDA BUILDING

No agenda building items were identified.

9.0 ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 1:19 p.m. by President Steinhauser. The next regular meeting of the Board of Law Library Trustees will be held on Tuesday, March 6, 2007.

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