

**MINUTES OF THE SPECIAL 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.**

September 19, 2007

The Special Board Meeting of the Board of Law Library Trustees of Los Angeles County was held on Wednesday, Sept 19, 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
Kenneth Klein, Esquire
Judge Jan Plum
Susan Steinhauser, Esquire
Judge John Wiley

Trustees Absent: Judge Lee Edmon
Judge Abraham Khan

Staff Present: Marcia J. Koslov, Executive Director

President Steinhauser determined a quorum to be present, convened the meeting at 12:25 p.m. and thereafter presided. Executive Director Marcia Koslov recorded the Minutes.

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 Plum, the Consent Calendar was unanimously approved, 5-0.

The Items approved on consent were:

- 2.1** Minutes of the July 10, 2007 Special Board Meeting
- 2.2** Minutes of the August 7, 2007 Regular Board Meeting
- 2.3** Minutes of the August 7, 2007 Special Board Meeting
- 2.4** List of Checks and Warrants

3.0 ACTION ITEMS

Exercising the President's prerogative, President Steinhauser stated that due to time constraints, the agenda order would be changed to take up Action Item 3.3 first followed by Agenda Item 6.0, closed session.

3.3 Approval of Insurance Coverage, 2007-2008. Jim Armitage, Arroyo Insurance Services, presented Arroyo's proposal for insurance coverage for November, 2007 to November, 2008. Following full review and discussion, upon motion made by Trustee Wiley and seconded by Trustee Klein, the Board voted unanimously to accept the proposal for property and liability insurance, 5-0. Following full review and discussion, upon motion by Trustee Bryant-Deason and seconded by Trustee Klein, the Board voted to accept the insurance proposal for earthquake/flood insurance, 4-1 (aye: Trustees Bryant-Deason, Klein, Steinhauser and Wiley; no: Trustee Pluim)

6.0 CLOSED SESSION

At 12:46 p.m., President Steinhauser announced that the Board would go into closed session for:

6.1 Closed Session. Conference with legal counsel – anticipated litigation. Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9: 2 cases. We are going into closed session under Government Code 52965.9(b) to discuss two claims made under the Tort Claims Act, Government Code section 910, et seq. The first claim was made by a former employee, Betty Beard, and signed on September 4, 2007. The claim states no specific causes of action, but seeks damages relating to her termination and events that lead up to it. The second claim was made by a former employee, Diane Reynolds, and signed on August 29, 2007. The claim states no specific causes of action, but seeks damages relating to the ending of her employment with the Law Library and the events that lead up to it.

6.2 Reconvene Open Session.

The Board of Trustees reconvened the Open Session at 2:10 p.m. having concluded an executive session regarding anticipated litigation. There was no reportable action.

7.0 PRESIDENT'S REPORT

There was no President's report.

8.0 PUBLIC COMMENT

There was no public comment.

9.0 AGENDA BUILDING

No agenda building items were identified.

10.0 ADJOURNMENT

The remaining agenda items were tabled to the October meeting. There being no further business to come before the Board, the meeting was adjourned at 2:10 p.m. by President Steinhauser. The next regular meeting of the Board of Law Library Trustees will be held on October 2, 2007.

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