

**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.**

August 27, 2008

The Special Board Meeting of the Board of Law Library Trustees of Los Angeles County was held on Thursday, August 27, 2008 at 12:00, 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 Lee Edmon
Judge John Wiley
Judge Susan Bryant-Deason
Kenneth Klein, Esquire

Trustees Absent:

Susan Steinhauser, Esquire
Judge Jan Plum
Judge Abraham Khan

Staff Present: Marcia J. Koslov, Executive Director

Vice-President Edmon determined a quorum to be present, convened the meeting at 12:10 p.m. and thereafter presided. Executive Director Marcia Koslov recorded the Minutes.

Nine requests to speak from the public were received.

2.0 CONSENT CALENDAR

Vice-President Edmon asked if there were agenda items to be removed from the Consent Calendar to the Agenda for discussion. No requests were made. The Consent Calendar was unanimously approved, 4-0.

The Items approved on consent were:

- 2.1 Minutes of the June 24, 2008 Regular Board Meeting
- 2.2 Minutes of the July 29, 2008 Special Board Meeting
- 2.3 Minutes of the August 14, 2008 Special Board Meeting
- 2.4 Draft FY 09 Financials, July, 2008
- 2.5 List of Checks and Warrants (July, 2008)

3.0 ACTION ITEMS

Approval of the Consideration of Compton Courthouse Supervising Judge request to relocate the Compton Courthouse Law Library Branch. The Vice President asked the Executive Director to provide the background of the request from the Supervising Judge. Briefly, the Alternate Public Defender's Offices were seeking space in the Courthouse. They approached the County CEO's office and the Supervising Judge. The Law Library branch space was viewed as optimal. Over the course of several months and numerous meetings alternative spaces and options were discussed and pursued. Ultimately, it was determined that the Law Library space remained the best option. The Executive Director approached the Los Angeles County Public Library Director to consider a partnership in the Compton Public Library. That library had been closed for renovation and the LA County Public Library thought it a good opportunity to include a law library collection and online services as a "library within a library" when the public library re-opened in the fall.

The Vice President recognized members of the public who had requested to speak on the relocation of the branch library to the Compton Public Library. They consistently commended Ms. Helen Willis, Compton Branch Assistant for nearly 28 years, for her excellent years of service and the assistance she provided to the Compton community. Karen Ackerson-Brazille, Alfred Areyan, Alan Campbell, Geroyd Evans, Kay Mayorga, Walter Pearce, Julius Craig Wessen, and Helen Willis. The Vice President read a letter sent by Carson Mayor Jim Deer. Trustee Wiley proposed a Resolution by Acclamation commending Helen Willis on her exemplary service over decades. It was unanimously approved by the Board of Trustees.

Following discussion and public comment, a motion was made by Trustee Klein and seconded by Trustee Wiley, to accept Supervising Judge Cheroske's request to relocate the LA Law Library Compton Branch and to establish a partnership with the Los Angeles County Public Library, to include a law library collection in the newly renovated Compton Public Library with three conditions: 1) to make best efforts to keep Ms. Willis in her fine line of service including contacting the appropriate people; 2) the Executive Director act as a contact person and problem solver to deal with parking, security issues and with any other issues that this transition might create; and 3) the Executive Director coordinate with the Community Legal Services Self Help Center to the maximum extent possible. The Board unanimously accepted the motion, 4-0.

4.0 DIRECTOR'S REPORT

The Executive Director highlighted the following items from her report:

- The LA Law Library has contracted with Thompson, Cobb, Bazilio & Associates, PC (TCBA) to perform the Fiscal Year 2008 audit. TCBA ranked a close second in our 2006 RFP for a library auditor. TCBA's cost proposal to conduct financial audits for the LA Law Library's FY2008 was substantially lower than the cost proposal submitted by the previous auditor, Vasquez and Company for the same fiscal year. TCBA will start the audit in October and will be completed by the end of November.
- The Executive Director called the Board's attention to the schedule of meeting discussions for the coming year:

2008 – 2009 BOT MEETINGS – DIRECTOR DISCUSSIONS

July	– Performance Evaluation
August	– Organizational Program/Projects Guide, 2008-2009
September	– Risk Assessment Report: Interior / Exterior Integrity
October	– Annual Insurance Proposal
November	– FY 2007-2008 Audit
December	– Marketing Plan / Membership and Remote Locations
January	– Adjusted Budget / GASB 45 Implementation
February	– Building Exterior, Entrance & Topography Upgrade
March	– LA Law Library Website 2.0
April	– catch-up
May	– FY2010 projects
June	– Budget, 2009-2010

5.0 PUBLIC COMMENT

6.0 AGENDA BUILDING

No agenda building items were identified.

7.0 ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 1:35 p.m. by Vice-President Edmon. The next regular meeting of the Board of Law Library Trustees will be held on September 23, 2008.

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