

**MINUTES OF THE SPECIAL 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.**

July 19, 2011

The Special Board Meeting of the Board of Law Library Trustees of Los Angeles County was held on Tuesday, July 19, 2011 at 12:20 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:

Susan Steinhauser, Esquire
Judge Reva Goetz
Judge Ann Jones
Judge Mark Juhas
Judge Luis Lavin
Kenneth Klein, Esquire
Judge Jan Plum

Trustees Absent:

Staff Present:

Marcia J Koslov, Executive Director

Also Present:

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.

1.0 PUBLIC COMMENT

During the five (5) minutes allocated, Mr. Lee Paradise commented on the Building Envelope Repair and Exterior Restoration Project.

During the five (5) minutes allocated Mr. Tut Hayes commented on the public comment policy of the Board of Trustees.

2.0 PRESIDENT'S REPORT

There was no President's report.

3.0 CONSENT CALENDAR

President Steinhauser divided the Consent Calendar and requested a motion for each.

There being no discussion for Item 3.1 (Minutes of the June 28, 2011 Special Board Meeting), Trustee Goetz moved to adopt Item number 3.1. Seconded by Trustee Klein, the motion was unanimously approved, 7-0.

Following discussion, Trustee Jones moved to adopt Item 3.2 (List of Checks and Warrants: June, 2011). Seconded by Trustee Plum, the motion was approved, 6-0-1. Trustee Goetz abstained from the vote.

4.0 ACTION ITEMS

4.1 The Executive Director, Marcia Koslov, presented to the Board, on behalf of all non-represented employees, the following recommendations:

Work Week

All current employees and new hires will move to a 40 hour work week beginning October 1. This will result in compensation for the additional 15 minutes a day.

Vacation for New Hires

Beginning June 1, 2011, all non-represented new hires will accrue vacation upon successful completion of a three (3) month introductory period at the following rate:

Years of Service 1-4 = 10 days
Years of Service 5-9 = 12 days
Years of Service 10+ = 15 days

Vacation accrual is negotiable upon hire.

Vacation Accrual & Payout

Non-represented employees are able to accrue no more than 200 hours of vacation. Between November 10 and November 30 of each year, full-time employees may request up to 1 week (40 hrs.) of earned but unused vacation to be paid out. To participate in the payout, an employee must have a minimum of 80 hrs. of accrued vacation time remaining in their account.

Sick Leave for New Hires

Beginning June 1, 2011, all non-represented new hires will accrue sick leave from the date of employment at the following rate:

Years of Service 1-4 = 10 days
Years of Service 5-9 = 12 days
Years of Service 10+ = 15 days

Sick leave accrual is negotiable upon hire.

Sick Leave Accruals

For both current employees and new hires, accruals will remain continuous throughout employment, as per CalPERS policy. However, the current cash payout, for non-represented employees hired prior to May 31, 2011, will be frozen at the accrued but unused sick leave as of May 31, 2011. Sick leave accrued after May 31, 2011 will be eligible for service credit.

Health Benefit

Beginning July 1, 2011, non-represented employees will receive health benefits upon successful completion of a three (3) month introductory period.

Beginning January 1, 2012; the Law Library will fund the full cost of the 2011 Premium of the highest CalPERS LA Region Group Health HMO, plus 50% of any cost increase to that plan for employee only benefits.

For dependents, the Law Library will fund 50% of the 2011 Premium of the highest CalPERS LA Region Group Health HMO, plus 50% of any cost increase to that plan.

This health benefit will remain continuous upon retirement.

Following discussion, President Steinhauser requested a motion to adopt Item 4.1.

Trustee Jones moved to adopt all recommended changes for non-represented employees with the exception of the Health Benefit. The Health Benefit for all non-represented employees would remain as is, but should be brought back to the Board in February 2012 for further review. Seconded by Trustee Juhas, the motion was approved, 6-1, with Trustee Plum voting "nay."

4.2 Approval of health benefit changes for retirees.
Item 4.2 was tabled.

4.3 Approval of Resolution for health benefit changes to be sent to CalPERS
Item 4.3 was tabled.

5.0 EXECUTIVE DIRECTOR'S REPORT

There was no discussion.

6.0 EXECUTIVE DIRECTOR'S DISCUSSION AND ACTION ITEM

Item 6.0 (Borrower History, Dues, Fees, and Security Deposits) was tabled.

7.0 AGENDA BUILDING

There were no items for Agenda Building.

8.0 ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 1:38 p.m. The next Regular Meeting of the Board of Law Library Trustees is scheduled for Tuesday, August 23, 2011.

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