

**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.**

October 4, 2012

The Special Board Meeting of the Board of Law Library Trustees of Los Angeles County was held on Thursday, October 4, 2012 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:

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

Trustees Absent:

Staff Present:

Marcia J. Koslov, Executive Director

Also Present:

Sandra Levin, Colantuono & Levin, PC

President Steinhauser determined a quorum to be present, convened the meeting at 12:23 p.m. and thereafter presided. Executive Director, Marcia Koslov recorded the Minutes.

1.0 PUBLIC COMMENT

During the three (3) minutes allocated, Mr. Gregory Humphries read a letter he distributed to the Board concerning the layoff of Frank Rodriguez.

During the five (5) minutes allocated, Mr. Lee Paradise commented on the Building Envelope Repair & Exterior Restoration Project, ADA access to the Law Library's main entrance and staff layoffs.

Following Public Comment, President Steinhauser noted for the record that all Labor and Brown Act procedural matters were handled with guidance from legal counsel.

2.0 PRESIDENT'S REPORT

President Steinhauser announced that the 10th Annual Friends Gala was scheduled for April 3, 2013. The Honorees are Presiding Judge Lee Edmon and Richard Burdge, President of the Los Angeles County Bar Association. Additionally, LA Law Library will honor attorney pro bono services during its first annual Pro Bono Week Celebration, October 22 – 26, 2012. A kick-off reception will be held on October 18, 2012.

3.0 CONSENT CALENDAR

- 3.1 Minutes of the August 28, 2012, Regular Board Meeting
- 3.2 Minutes of the September 10, 2012, Special Board Meeting

Upon motion by Trustee Lavin and seconded by Trustee Jones, the Consent Calendar was unanimously approved, 7-0.

4.0 ACTION ITEMS

Action Item 1. Approval of Annual Report to the Board of Supervisor, Los Angeles County, pursuant to California B&P Code, § 6349.

Upon motion by Trustee Lavin, and seconded by Trustee Jones, Action Item 1 was unanimously approved, 7-0.

Action Item 2. Approval of participation in the Council of California County Law Librarians (CCCLL) discussion on the development of a Joint Powers Authority for county law libraries.

Executive Director, Marcia Koslov, and Sandi Levin presented an overview of the Joint Powers Authority (JPA). The Board considered the LA Law Library's participation in JPA discussions with members of CCCLL at their annual meeting. The Board recommended that the Executive Director follow CCCLL discussions, but make no commitments on participation at this time. No formal action was taken.

5.0 DISCUSSION

Building Envelop Repair and Exterior Rehabilitation Construction Project. Wrap up report.

Jaye Nelson, Senior Director, Information Services, Patrick O'Leary, Senior Director, Administrative Services, and Tim Fyffe, Principal, CLEO Construction Management, reviewed the Building Envelope Repair & Exterior Restoration Project, Mr Nelson presented an overview of the entire project, highlighting the roof repairs, the excavation and elevation processes and findings, drainage and irrigation, the paint, and the remaining punchlist items. Mr O'Leary presented a budget analysis, and Mr Fyffe confirmed the financial expenditures, including the anticipated contingency funds.

*Trustee Lavin left the meeting at 1:20 p.m.
Trustee Juhas left the meeting at 1:25 p.m.*

6.0 EXECUTIVE DIRECTOR REPORT

The Executive Director discussed the Pro Bono Week Celebration honoring the many attorney's and organizations that provide pro bono services. The first of its kind, the full week of activities, October 18-26, include several collaborations with Public Counsel, the Harriett Buhai Center, the Southern California Pro Bono Managers, and CitizenshipWorks.org. The various programs are directed at lawyer, librarians and the public. A reception, featuring the Barrister's Big Band and Justice Arthur Gilbert at the piano, on Thursday evening, October 18, 2012 will start the celebration.

The Executive Director also highlighted the LA Law Library's new Para-Legal Lit training program developed by Linda Heichman Taylor and Christine Langteau in response to the significant increase in requests from paralegal schools for introductions and orientations to the Law Library and law materials. This session will be available to both practicing paralegals and paralegal students starting November 3.

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 1:40 p.m. The next Regular Meeting of the Board of Law Library Trustees is scheduled for Tuesday, October 23, 2012.

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