AGENDA

BOARD OF LAW LIBRARY TRUSTEES of the
LOS ANGELES COUNTY LAW LIBRARY

REGULAR BOARD MEETING
Wednesday, September 23, 202
12:15 PM
MILDRED L. LILLIE BUILDING TRAINING CENTER
301 WEST FIRST STREET
LOS ANGELES, CA 90012-3140

ACCOMMODATIONS

A person with a disability may contact the Board Secretary's office at (213) 785-2511 at least 24 hours before the scheduled meeting to request receipt of an agenda in an alternative format or to request disability-related accommodations, including aids or services, in order to participate in the public meeting. Later requests will be accommodated to the extent feasible.

AGENDA DESCRIPTIONS

The agenda descriptions are intended to give notice to members of the public of a brief general description of items of business to be transacted or discussed. The posting of the recommended actions does not indicate what action will be taken. The Board may take any action that it deems to be appropriate on the agenda item and is not limited in any way by the notice of the recommended action. The President reserves the right to discuss the items listed on the agenda in any order.

REQUESTS AND PROCEDURES TO ADDRESS THE BOARD

Each member of the public has the right to address the Board on agenda items or on items of interest which are not on the agenda and which are within the subject matter jurisdiction of the Board. Public comments will be taken at the beginning of the meeting as Agenda Item 1.0. Members of the public will be called upon at that time. A member of the public will be allowed to address the Board for a total of three (3) minutes for a single item or a maximum of five (5) minutes for all items unless the President grants more or less time based on the number of people requesting to speak and the business of the Board. When members of the public address the Board on agenda items, the President determines the order in which speakers will be called. Persons addressing the Board shall not make impertinent, slanderous or profane remarks to the Board, any member of the Board, staff or general public, nor utter loud, threatening, personal or abusive language, nor engage in any other disorderly conduct that disrupts or disturbs the orderly conduct of any Board Meeting. The President may order the removal (by muting or disconnection of the telephone line) of any person who disrupts or disturbs the orderly conduct of the Board Meeting.

AGENDA MATERIALS

Unless otherwise exempt from disclosure, all materials relating to items on the agenda distributed to all, or a majority of the members of the Board less than 72 hours prior to the meeting shall be made available for public inspection at the time the writing is distributed in the Executive Office of the Law Library.

LAND ACKNOWLEDGMENT

The Los Angeles County Law Library and its Board of Trustees recognize that we occupy land originally and still inhabited and cared for by the Tongva, Tataviam, Serrano, Kizh, and Chumash Peoples. We honor and pay respect to their elders and descendants ─ past, present, and emerging ─ as they continue their stewardship of these lands and waters. We acknowledge that settler colonization resulted in land seizure, disease, subjugation, slavery, relocation, broken promises, genocide, and multigenerational trauma.

This acknowledgment demonstrates our responsibility and commitment to truth, healing, and reconciliation and to elevating the stories, culture, and community of the original inhabitants of Los Angeles County. We are grateful to have the opportunity to live and work on these ancestral lands. We are dedicated to growing and sustaining relationships with Native peoples and local tribal governments, including (in no particular order) the:

- Fernandeño Tataviam Band of Mission Indians
- Gabrielino Tongva Indians of California Tribal Council
- Gabrieleno/Tongva San Gabriel Band of Mission Indians
- Gabrieleño Band of Mission Indians – Kizh Nation
- San Manuel Band of Mission Indians
- San Fernando Band of Mission Indians

To learn more about the First Peoples of Los Angeles County, please visit the Los Angeles City/County Native American Indian Commission website at lanaic.lacounty.gov.

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CALL TO ORDER

1.0 PUBLIC COMMENT

2.0 PRESIDENT'S REPORT

3.0 CONSENT CALENDAR

3.1 Approval of Minutes of the August 26, 2026 Board Meeting

3.2 Review and Approval of Entering Into Contract with Resolve Parking Solutions and Parkwell LA LLC

4.0 CLOSED SESSION

4.1 PERSONNEL: PUBLIC EMPLOYEE PERFORMANCE EVALUATION (G.C. 54957) Title: Executive Director

5.0 RECONVENE IN OPEN SESSION/ CLOSED SESSION ANNOUNCEMENT

(Pursuant to Government Code §54957.1)-Judge Laura Seigle

6.0 **DISCUSSION ITEMS**

6.1 Review and Approval of Nominees for Trustee Appointed Members of Board of Directors of the Friends of the Los Angeles County Law Library

6.2 Update of Strategic Planning with Rethinking Libraries

7.0 AGENDA BUILDING

Items not on the posted agenda may be presented by a Trustee and, if requested, may be referred to staff or placed on the agenda for consideration at a future meeting of the Board.

8.0 EXECUTIVE DIRECTOR REPORT

9.0 ADJOURNMENT

The next Regular Meeting of the Board of Law Library Trustees is scheduled for Wednesday, October 28, 2026 at 12:15p.m.

POSTED THURSDAY, SEPTEMBER 17, 2026 @ 5:00 P.M.

POSTED BY DAN REINHOLD

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MINUTES OF THE REGULAR 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.

August 26, 2026

The Regular Meeting of the Board of Law Library Trustees of Los Angeles County was held on Wednesday, August, 2026 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:	Judge Laura Seigle Judge Susan DeWitt Judge Mark Juhas Judge Rosa Fregoso Judge Cherol Nellon Susan Steinhauser, Esq.
Trustees Absent:	Dan Rosenfeld
Senior Staff Present:	Katherine Chew, Executive Director
Also Present:	Marcelino Juarez, Finance Director

President Seigle determined a quorum to be present, convened the meeting at 12:16 pm, and thereafter presided. Executive Director, Katherine Chew, recorded the Minutes.

1.0 PUBLIC COMMENT

2.0 PRESIDENT'S REPORT

3.0 CONSENT CALENDAR

3.1 Approval of Minutes of the July 22, 2026 Regular Board Meeting
3.2 Review and Approval of July Financials and List of July Checks and Warrants
3.3 Review and Approval of Job Description for Director, Access Services, Collection Development and Digital Literacy

President Seigle asked the Board if anyone would like any item to be pulled from the Consent Calendar. Hearing no such requests, President Seigle requested a motion to approve the Consent Calendar. So moved by Trustee Juhas, seconded by Trustee Fregoso. The motion was approved unanimously 6 – 0.

4.0 DISCUSSION ITEMS

4.1 Presentation of new collaboration with Center for Law, Brain and Behavior (CLBB) NeuroLaw Library, Department of Psychiatry at Massachusetts General Hospital, Harvard Medical School, by Stephanie Tabashneck, PsyD, JD, Founding Director

Stephanie Tabashneck addressed the Board via Zoom to discuss the NeuroLaw Library's upcoming collaboration efforts with LA Law Library. The NeuroLaw Library provides free, reliable neuroscience in plain language to help courts and advocates reach fairer, more effective, science-informed decisions. They will begin working with LA Law Library at the October 2026 Lawyers in the Library sessions.

4.2 UBS Financial Services Inc. Investment Presentation by Kelly K. Jay, Managing Director-Private Wealth Management, Senior Portfolio Manager, PMP

Kelly Jay, Gabriel Jay, and Mia Jay addressed the Board to discuss the pro bono investments they perform for the library. They discussed the low risks and benefits of investing in US treasuries, and of zero-coupon treasury bonds specifically. They discussed how our current balance has grown to $6.8 million.

4.3 Approval of New Memorandum of Understanding with SEIU Local 721

E.D. Chew addressed the Board. She discussed how the library's union Met on August 6, 2026 to vote to approve the new MOU. The main sticking points from the negotiations were summarized in the Item 4.3 staff report.

President Seigle requested a motion to approve Item 4.3. So moved by Trustee Steinhauser, seconded by Trustee Juhas. The motion was approved unanimously 6 – 0.

4.4 Presentation by Jeff Kitchaven, Chair of the Friends of the Los Angeles County Law Library-2027 Beacon of Justice Gala Plans

Jeff Kitchaven, Anthony Pacheco, and Jeannine Wisnosky addressed the Board. Mr. Kitchaven is the Friends Chair, Mr. Pacheco is the Secretary, and Ms. Wisnosky is the Executive Director.

Mr. Kitchaven stated that they will be voting tomorrow at the Friends Board Meeting to approve a $100,000 contribution to the library from donations collected at the 2026 Gala.

He went on to state that preparations for the 2027 Gala will begin soon. He stated that we should aim higher than last year's Gala. In previous years, contributions were almost double of this year. In order to increase donations, we must look at who the honorees should be. He suggests honoring businesses who have many vendor relationships. He likes the fact that large businesses hire many firms, and suggests that we should look into those lawyers. Are these companies 100% free of controversy? Unlikely. He went on to state that some things would be too controversial for the Friends to honor them. Mr. Kitchaven hopes that the Friends will be able to contribute more than $200,000 to the library for future Gala events.

Mr. Kitchaven went on to discuss the Friends Board. He stated that the Board has been at about 2/3's capacity for some time, and he would like to fill those empty seats. He stated that more attorneys would expand the sales force for the Gala. The Library's Trustees are responsible for appointing 13 of the Friends Trustees, while 12 of the Friends Trustees are appointed by the Friends. Mr. Kitchaven wants to get current board members reappointed. He wants to get new Friends Board members appointed as quickly as possible so they are not disappointed, and he wants to keep them enthused and excited. It has taken up to three months to make these appointments in the past.

Trustees Fregoso and Nellon left the meeting at 1:13pm.

Trustee DeWitt stated her interest in other collaborations between the library and the Friends in the future. She mentioned Lawyers in the Library, marketing library events, and more fundraising opportunities. She asked the Friends to think about big donor types for Gala honorees. She pointed out that the criteria for honorees is not just about chasing money.

Mr. Kitchaven responded that they are not exclusively about chasing dollars, but from a fundraising view, someone who can generate funds is an important criteria for the Gala. He agreed that we should find candidates who are community service oriented.

5.0 CLOSED SESSION

5.1 PERSONNEL: PUBLIC EMPLOYEE PERFORMANCE EVALUATION (G.C. 54957) Title: Executive Director

6.0 RECONVENE IN OPEN SESSION/ CLOSED SESSION ANNOUNCEMENT

(Pursuant to Government Code §54957.1)-Judge Laura A. Seigle

7.0 AGENDA BUILDING

ITEMS NOT ON THE POSTED AGENDA MAY BE PRESENTED BY A TRUSTEE AND, IF REQUESTED, MAY BE REFERRED TO STAFF OR PLACED ON THE AGENDA FOR CONSIDERATION AT A FUTURE MEETING OF THE BOARD.

8.0 EXECUTIVE DIRECTOR REPORT

9.0 ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 1:21pm by President Seigle. The next Regular Meeting of the Board of Law Library Trustees is scheduled for Wednesday, September 23, 2026 at 12:15pm.

Katherine Chew, Executive Director and Secretary
Los Angeles County Law Library Board of Trustees

MEMORANDUM

DATE: September 23, 2026

TO: Board of Law Library Trustees

FROM: Katherine H. Chew, Executive Director

RE: Review and Approval of Entering Into Contract with Resolve Parking Solutions and Parkwell LA LLC

BACKGROUND INFORMATION

LA Law Library has a free-standing parking structure located on its property at the corner of 1st Street and Hill Street. In 2022 the structure fell into disrepair. In 2024, Staff began efforts to consult with various structural engineering companies to conduct a discovery assessment and recommend viable and cost- effective methods to repair the parking structure. In December 2025 the Board approved retaining the services of Labib Funk and Associates (LFA) and TTS Engineering Inc. to move forward with repairs.

The repairs are now complete and EV charging stations have also been installed. The structure will be ready for service to the public upon retention of a parking management company.

SELECTION OF PARKING MANAGEMENT COMPANY

At the July 23, 2026 Board meeting, staff recommended entering into a contract with AirGarage, a parking management company that could provide a “hybrid” system of services: the use of smart technology; LPR cameras; a simplified payment process for customers; and on-site maintenance and enforcement attendants. The Board approved negotiating a contract with AirGarage.

However, during negotiations the parties were unable to reach mutually agreeable terms. Staff determined it would be necessary to terminate negotiations with AirGarage and seek an alternative parking management company that could provide similar services with mutually agreeable contract terms.

Staff have since explored a new option that they believe will meet the Library’s needs with the appropriate level of company support and limited staff involvement. This option would involve entering into a contract with a newly developed service partnership between Resolve Parking Solutions and Parkwell LA, LLC. By joining the professional expertise of both companies, this new partnership offers the deployment of parking management software solutions to automate reservations, payments, and enforcement, while also offering on site staffing and operational services.

Initial discussions with Resolve Parking Solutions and Parkwell LL, LLC indicate the parties will be able to reach mutually agreeable terms for a 36-month contract upon Board approval. Terms include the option of either party terminating for any reason upon 30 days’ notice to the other.

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STAFF RECOMMENDATION:

Staff therefore recommend that the Board approve entering into a 36-month contract with Resolve Parking Solutions and Parkwell LA LLC for integrated parking management services, for the operation of the Hill Street Parking Structure.

MEMORANDUM

DATE: September 23, 2026

TO: Board of Law Library Trustees

FROM: Katherine H. Chew, Executive Director

RE: Approval of Re-appointment of Trustee-Designated Member of the Friends of Los Angeles County Law Library Board of Directors: Bethany Kristovich, Jeff Kitchaven, David Hackett, Peter Morrison

The current bylaws governing The Friends of the Los Angeles County Law Library, Article 7, Section 3, provides the Board of Trustees shall appoint a majority of Directors of Friends and that the term of each Director shall be two years. Section 2 provides that the authorized number of Directors shall consist of not less than 9 (nine) positions nor more than 25 (twenty-five) positions, the exact number to be fixed by resolution of the Board. There are currently 18 (eighteen) active Directors.

The Friends of the Los Angeles County Law Library request that the Board of Trustees reappoint the following individuals to the Board of Directors for the Friends of the Los Angeles County Law Library. All of these nominated candidates have been actively involved with the Board of Directors over the years and have agreed to serve if re-appointed. The links below provide background information for each candidate:

Bethany Kristovich
https://www.mto.com/lawyers/bethany-w-kristovich/
Jeff Kichaven
Jeff Kichaven | Mediation Wherever You Need It
David Hackett
David E. Hackett - GMSR Appellate Lawyers - Los Angeles | San Francisco
Peter Morrison
Peter B. Morrison | Professionals | Skadden, Arps, Slate, Meagher & Flom LLP

RECOMMENDATION

LA Law Library is grateful for the years of ongoing support from the nominated candidates. Jeff Kichaven currently serves as the new Board of Directors Chair and endorses all other nominated candidates. Staff recommend that the Board of Trustees re-appoint Bethany Kristovich, Jeff Kichaven, David E. Hackett, and Peter Morrison to the Friends of the Los Angeles County Law Library Board of Directors for a two-year term from June 26, 2026 until June 26, 2028.