

**MINUTES OF THE REGULAR 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 2, 2006

The Regular Meeting of the Board of Law Library Trustees of Los Angeles County was held on Wednesday, August 2, 2006, 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 Lee Edmon
Judge Francis Gately, Jr
Judge Abraham Khan
Judge John Wiley
Kenneth Klein, Esquire

Trustees Absent: Judge Jan Plum
Susan Steinhauser, Esquire

Staff Present: Marcia J. Koslov, Executive Director

Vice President Edmon determined a quorum to be present, convened the meeting at 12:33 p.m. and thereafter presided. There was no request from the public to speak. Executive Director Marcia Koslov recorded the Minutes.

2.0 CONSENT CALENDAR

Vice President Edmon asked if there were agenda items to be moved from the Consent Calendar to the Agenda for discussion. No requests were made. Upon motion made by Trustee Wiley, seconded by Trustee Gately, the Consent Calendar was unanimously approved, 5-0.

The Items approved on consent were:

- 2.1 Minutes of the July 18, 2006 Special Board Meeting.
- 2.2 List of Checks and Warrants

3.0 ACTION ITEMS

3.1 Approval of Unaudited Annual Financial Statement.

After full review and discussion, upon motion duly made by Trustee Gately and seconded by Trustee Kahn, and unanimously approved, it was decided that:

The Board of Trustees accepted the Unaudited Annual Report of the Board of Law Library Trustees of Los Angeles County for the fiscal year ending June 30, 2006, and that the Secretary of the Board file the Unaudited Annual Report with the Board of Supervisors and with the County Auditor-Controller.

The Board requested that the Executive Director obtain proposals for the completion of the annual audit from several accounting firms.

4.0 DIRECTOR'S REPORT

Vice President Edmon asked the Executive Director to present her Director's report. The following issues were discussed:

- Pasadena Branch: The Director reported that recent discussions with the Director of the Pasadena Public Library indicated that they would like to make the trial arrangement a permanent one. The Director requested continuing the Pasadena Branch move to the Public Library during August and September so that an agreement between the Board and the Pasadena Public Library can be developed and presented to the Board at their September 6 meeting. The Board agreed and also requested that the Director look into retaining the lease at the Courthouse in the event there might be a return to that location. Westlaw training in Pasadena has been very successful.
- Van Nuys Branch: The Director reported that the Library is again working with the Court's Self Help Center staff to establish a partnership in the Van Nuys Library Courthouse space. The Library has also been approached by the San Fernando Valley Bar to express their interest in a closer relationship with the Van Nuys Branch location.
- Parking Garage Lease. Five Star Parking, the current Tenant of the Hill Street Parking Garage, agreed to amend their proposed contract to a 3 year lease. Trustee Klein suggested that the contract also have an option that would allow the Library to make improvements to the property during the term of the Lease.
- Deed of Dedication. Scott Biel, Sheppard Mullin, reviewed the Deed of Dedication and issued a brief memo to respond to the question, "Can the Law Library redevelop the Dedicated Parcel and Law Library Building for revenue-generating uses, in addition to law library uses, that can be applied toward library operation costs?"

- Copy Center/Document Delivery Center. The Director reported that the new copy center and the new document delivery center opened on Monday, July 31. Comments have been generally favorable. Revenues generated from the first two days of business, if continued at that pace, will make the return on the investment in a much shorter timeframe than initially planned.
- In-Service Training. All Branch assistants were present at a full session at the main library in late July. This is anticipated to be the first of regular meetings with them.

5.0 DIRECTOR'S DISCUSSION

Barry Currier, Dean, Concord Law School provided an introduction and overview of the online law school. Concord has online access to legal information through a variety of services including Westlaw, HeinOnline, and a variety of electronic bibliographies and guides. Concord is interested in a cooperative arrangement with the Los Angeles County Law Library to provide its law school students with access to the Library's resources and information, to its reference services and to its training services.

6.0 PRESIDENT'S REPORT

There was no President's Report.

7.0 PUBLIC COMMENT

There was no request for public comment.

8.0 AGENDA BUILDING

No agenda building items were identified.

9.0 ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 1:33 p.m. by Vice President Edmon. The next regular meeting of the Board of Law Library Trustees will be held on Wednesday, September 6, 2006.

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