

**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.**

**June 23, 2010**

The Special Board Meeting of the Board of Law Library Trustees of Los Angeles County was held on Wednesday, June 23, 2010 at 12:20 p.m., at the Los Angeles County Law Library headquarters at 301 West First Street, Los Angeles, California 90012, for the sole purpose of discussing the construction matters of the Library.

**1.0 ROLL CALL/QUORUM**

**Trustees Present:**

Susan Steinhauser, Esquire  
Judge Ann Jones  
Kenneth Klein, Esquire  
Judge John Wiley  
Judge Susan Bryant Deason  
Judge Abraham Khan

**Trustees Absent:**

Judge Jan Plum

**Staff Present:**

Marcia J. Koslov, Executive Director

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.

**2.0 ACTION ITEM**

**Building Envelope and Facility Restoration:** President Steinhauser noted there was only one agenda item: a discussion of the building envelope repairs and the exterior restoration. No requests to speak from the public were received.

President Steinhauser commended Marcia, the staff and the consultants for their work on this issue. She noted that the memo drafted by Marcia was very thorough. What began as a small safety, security and accessibility issue and has grown in scope and in cost. President Steinhauser recognized associates from Alana+Buick+Bers (ABB) and Troller Mayer Associates (TMA), consultants on the project. To enable the consultants and staff to better respond to outstanding issues, President Steinhauser requested that each Board state two or three key issues or questions. The answers to these issues will assist the Board in their

decision to (1) authorize an expanded project, (2) rebid the project, or (3) defer the project until additional issues have been resolved.

Questions from Board members included: How much of the project would fall under facility safety? How do we know that this cost estimate is it? How did the final project scope change from our original understanding of what needed to be done? Is there anything we can do to divide the project into phases? Is it possible to bid the project with our original budget? What is the contingency amount? Is this the most cost effective way to proceed with the construction or are there alternative options to resolving the necessary repairs and restoration?

Specific elements of the project were discussed including the temporary entrance, the southeast corner of the Library including the retaining planters and the staircase; the planter and retaining wall on the northeast corner of the property; and repairing the waterproof membrane under the main entrance door. Peterson Lambert, ABB, and Rick Mayer, TMA responded to questions raised by the Board and addressed possible cost saving opportunities if the project was rebid on a line item basis.

President Steinhauser requested that the Board provide direction to the Executive Director. The Board concluded that it needs to better understand the water intrusion issues. In particular, they seek information on both the essential elements of the damage and the urgency of the repairs. It was agreed that a firsthand review and tour with guidance from ABB and TMA would be a good next step.

### **3.0 PUBLIC COMMENT**

President Steinhauser recognized two members of the public:

- Mr. Hayes requested a copy of all of the material being discussed in today's meeting.
- An unidentified member of the public requested additional information.

### **4.0 AGENDA BUILDING**

There was no agenda building.

### **5.0 ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at 1:24 p.m. by President Steinhauser. The next Regular meeting of the Board of Law Library Trustees will be held on Tuesday, June 29, 2010.

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