

**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.**

**April 26, 2011**

The Regular Board Meeting of the Board of Law Library Trustees of Los Angeles County was held on Tuesday, April 26, 2011 at 12:15 p.m., at 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 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 Mark Juhas  
Judge Luis Lavin  
Judge Jan Plum  
Judge Reva Goetz

**Trustees Absent:**

Judge Ann Jones  
Kenneth Klein, Esquire

**Staff Present:**

Marcia J Koslov, Executive Director

**Also Present:**

Sandra J Levin, Colantuono & Levin, P.C.

President Steinhauser determined a quorum to be present, convened the meeting at 12:18 p.m. and thereafter presided. Executive Director Marcia Koslov recorded the Minutes.

**1.0 PUBLIC COMMENT**

Mr. Lee Paradise commented on President Steinhauser's tenure and her reappointment. He also commented on the Library's hours and on the Building Envelope Repair and Exterior Restoration project.

**2.0 CONSENT CALENDAR**

President Steinhauser requested a motion to adopt the Consent Calendar. Upon motion by Trustee Plum and seconded by Trustee Lavin, the Consent Calendar was unanimously approved, 5-0.

*President Steinhauser moved Item 6.0, the Executive Director's Discussion, to the next item of business.*

**3.0 PRESIDENT'S REPORT**

There was no President's report.

**4.0 ACTION ITEMS**

4.1 Resolution regarding Presentation of Claims.

Sandi Levin presented a "Resolution of the Los Angeles County Law Library Board of Trustees Adopting Procedure for Presentment of Claims policy for Presentation of Claims." Following discussion, Trustee Lavin moved to adopt item 4.1 and Trustee Plum seconded the motion. The Resolution of the Los Angeles County Law Library Board of Trustees Adopting Procedure for Presentment of Claims was unanimously approved, 5-0. The Board directed staff to provide a standard form for presentment of claims.

4.2 Discussion regarding SB 221 and correspondence in potential support or opposition.

Executive Director, Marcia Koslov, the hearing to approve the Bill was cancelled. Board directed staff will continue to monitor SB 221.

**5.0 EXECUTIVE DIRECTOR'S REPORT**

The Executive Director's Report was tabled for the next Board Meeting.

**6.0 EXECUTIVE DIRECTOR'S DISCUSSION**

6.0 Mildred L Lillie Main Library Building: Building Envelope Repair and Exterior Restoration.

President Steinhauser gave a brief introduction of the project for the new Board members. Executive Director, Marcia Koslov, introduced Jaye Nelson, Senior Director, Richard Ortega, Director, Facility Services and Jeff Fyfe, CLEO Construction Management, who presented the bids proposals.

CLEO Construction Management was hired to assist the Board in their review of the initial bid documents and complete the re-bid process. Jeff Fyffe led the two design firms, Alana+Buick+Bers and Troller Mayer Associates, in a redraft of the bid documents. Following explanation of the process and full discussion of the base bid and the alternates, both additive and deductive, President Steinhauser moved that the Board adopt the staff recommendation to award the contract to Swinerton Builders, who at a total bid price of \$4,746,600 (including a base bid and additives and deductives) is the lowest responsive responsible bidder. The motion was seconded by Trustee Plum and was unanimously approved, 5-0.

Staff requested, and Board agreed, to allow additional preparation time for a Board discussion of the recommended additives and deductives.

**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 1:20 p.m. The next Regular Meeting of the Board of Law Library Trustees is scheduled for Tuesday, May 24, 2011.

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