

**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.**

**November 20, 2012**

The Regular Board Meeting of the Board of Law Library Trustees of Los Angeles County was held on Tuesday, November 20, 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 Mark Juhas  
Kenneth Klein, Esquire  
Judge Luis Lavin  
Judge Jan Plum

**Trustees Absent:**

Judge Ann Jones

**Staff Present:**

Marcia J. Koslov, Executive Director  
Sandra Levin, General Counsel

**Also Present:**

Benjamin Goldman, Esq., Littler Mendelson  
Robert Conti, Esq., Littler Mendelson

President Steinhauser determined a quorum to be present, convened the meeting at 12:19 p.m. and thereafter presided. Executive Director, Marcia Koslov recorded the Minutes.

**1.0 PUBLIC COMMENT**

During the three (3) minutes allocated, Mr. Frank Rodriguez commented on Agenda Item 6.1, the Public Employment of the Executive Director (G.C. 54957).

During the five (5) minutes allocated, Mr. Lee Paradise commented on the Building Envelope and Exterior Rehabilitation Project, the Executive Director Recruitment, and the availability of handicap access into the library.

During the three (3) minutes allocated, Ms. Shohreh Saljooghi commented on the Executive Director Recruitment.

During the three (3) minutes allocated, Ms. Channa Cajero commented on the Executive Director Recruitment.

## **2.0 PRESIDENT'S REPORT**

President Steinhauser announced that she and Executive Director, Marcia Koslov, met with the Alex Johnson, Justice Deputy for Supervisor Mark Ridley-Thomas, to discuss LA Law Library programs and services for the constituents of District 2.

## **3.0 CONSENT CALENDAR**

### **3.1 Minutes of the October 23, 2012, Regular Board Meeting**

President Steinhauser noted that the October 23, 2012, Board Meeting Minutes should be amended to remove the announcement of the appointment of Trustee Klein as Chair of the Search Committee, because the appointment did not occur at the meeting. Following discussion, Trustee Pluim moved, and Trustee Klein seconded that the October 23, 2012 Regular Board Meeting Minutes be approved as amended. The motion was unanimously approved, 6-0.

## **4.0 DISCUSSION AND ACTION ITEM 1**

Receipt and Acceptance of 2012 Fiscal Year Financial Audit Report.

The Executive Director presented the Final Audit Report for the 2012 Fiscal Year. There was no discussion. President Steinhauser requested a motion to accept the Financial Audit Report. So moved by Trustee Lavin, seconded by Trustee Goetz, the 2012 Fiscal Year Financial Audit Report was unanimously accepted, 6-0.

## **5.0 DISCUSSION AND ACTION ITEM 2**

Approval of Separation Agreement for Marcia J. Koslov.

Following discussion, President Steinhauser requested a motion to approve Agenda Item 5. Trustee Klein moved and Trustee Pluim seconded, approval of the Separation Agreement for Marcia J. Koslov. There were 4 ayes; 1 no (Trustee Lavin); 1 abstention (Trustee Goetz).

*President Steinhauser announced, at 12:45 p.m., that the Board would move to Agenda Item 6, Closed Session, and requested that all attendees exit with the exception of the Trustees and Legal Counsel, Benjamin Goldman and Robert Conti of Littler Mendelson.*

## **6.0**     **CLOSED SESSION**

- 6.1     Public Employment (G.C. 54957) Title: Executive Director.
- 6.2     Conference with legal counsel: Anticipated Litigation. (G.C. 54956.9(b))  
Receipt of DFEH Claim from Frank Rodriguez.
- 6.3     Conference with Labor Negotiator (G.C. 54957.6): Library Negotiator: Ben  
Goldman, Esq; Marcia Koslov, Executive Director; Patrick O’Leary, Senior  
Director, Administrative Services. Employee Organization: SIEU, Local 721.

*Trustee Goetz left the meeting at 1:40 p.m.*

- 6.4     Reconvene Open Session: The Board reconvened Open Session at 1:57 p.m.

RE: 6.1 – President Steinhauser announced that in response to public comments the Board is mindful of the high standards here at the Library and in putting together the Executive Director job announcement it was the intention of the Board to cast as wide a net as possible to encourage applications. She noted that it is preferred that the candidates hold a JD, MLIS or MBA.

President Steinhauser reported that the Board does not intend to hire a search firm but will work with Counsel at Littler to ensure the job announcement is advertised to as wide a group of candidates as possible. The Executive Director was asked to survey the Board for dates during the week of December 10 when they would be available to interview candidates.

President Steinhauser requested a motion to authorize the Search Committee to inform candidates that, if incurred, reasonable travel costs would be reimbursed. Trustee Lavin moved and Trustee Plum seconded the motion which was unanimously approved, 4-0.

RE: 6.2 and 6.3 – President Steinhauser announced the Board did meet with legal counsel about strategies and how to best proceed.

## **7.0**     **EXECUTIVE DIRECTOR REPORT**

Executive Director Marcia Koslov highlighted the following:

As part of the transition plan, Malinda Muller was asked to serve as interim Senior Director for Library Services. Malinda will be responsible for management and oversight of both Reference & Research and Programs & Partnerships services. To assist during the transition period, the Executive Director, together with the Senior Directors for Information Services, Library Services and Administrative Services, will create a briefing book identifying the current, continuing and anticipated projects.

**8.0 AGENDA BUILDING**

There were no items for Agenda Building.

**9.0 ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at 2:03 p.m. The next Regular Meeting of the Board of Law Library Trustees is scheduled for Tuesday, December 18, 2012.

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Sandra J. Levin, Executive Director and Secretary  
Los Angeles County Law Library Board of Trustees