

**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.**

September 24, 2013

The Regular Board Meeting of the Board of Law Library Trustees of Los Angeles County was held on Tuesday, September 24, 2013 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 Michelle Williams Court
Judge Lee Smalley Edmon
Judge Reva Goetz
Judge Ann Jones
Judge Mark Juhas
Susan Steinhauser

Trustees Absent:

Kenneth Klein, Esquire

Senior Staff Present:

Sandra J. Levin, Executive Director
Jaye Nelson, Senior Director, Information Services
Patrick O'Leary, Senior Director, Administrative Services
Malinda Muller, Director, Programs & Partnerships
Janine Liebert, Librarian, Self-Help Services

Also Present:

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

1.0 PUBLIC COMMENT

During the five (5) minutes allocated, Mr. Lee Paradise commented on the Law Library management in addition to ADA access to the main entrance. Mr. Paradise also commented in opposition to the solar panel project and building restoration and rehabilitation project.

2.0 PRESIDENT'S REPORT

President Steinhauser announced that the honoree for the 2014 will be Justice Croskey. The event is scheduled to be held on Wednesday, April 2, 2014.

3.0 CONSENT CALENDAR

- 3.1 Minutes of the August 27, 2013, Special Board Meeting.
- 3.2 August 2013 List of Checks and Warrants.
- 3.3 Annual Report to the Board of Supervisors

President Steinhauser requested a motion to approve the Consent Calendar. So moved by Trustee Juhas and seconded by Trustee Jones, the Consent Calendar was unanimously approved, 6-0.

4.0 DISCUSSION ITEMS

- 4.1 Approval of Safety & Emergency Preparedness Plan / Illness & Injury Prevention Program.

Staff recommended that the Board approve both the Illness & Injury Prevention Plan and the Emergency Action Plan as presented by the Law Library Safety Committee.

Upon request for a motion, Trustee Jones moved to approve Discussion Item 4.1, seconded by Trustee Court, the motion was unanimously approved, 6-0.

At this time ED Levin, Nelson and O'Leary announced a potential conflict of interest based upon effect on personal income and left the meeting.

- 4.2 Approval of CalPERS Health Insurance and/or Salary Adjustment for Senior Management.

J. Scott Tiedemann, Managing Partner, Liebert Cassidy Whitmore, recommended the Board approve a cap effective 1/1/14 on the amount the Law Library will contribute on behalf of active and retired non-represented senior staff, their dependents and non-represented senior staff retirees to no more than the premium charged by the highest CalPERS LA region group HMO plan in effect on 1/1/12 and one half of any subsequent increase to that plan. He also recommend that the Board approve an across-the-board salary increase of 2% for non-represented senior staff effective 1/1/14.

Upon request for a motion, Trustee Jones moved to approve Discussion Item 4.2, seconded by Trustee Goetz, the motion was unanimously approved, 6-0.

At this time ED Levin, Nelson and O'Leary rejoined the meeting.

- 4.3 Pro Bono Week Update.

ED Levin introduced Malinda Muller and Janine Liebert who gave a brief overview of Pro Bono Week. There was no action to be taken.

At this time, 12:53 p.m, President Steinhauser announced the Board would go into Closed Session and requested all persons to exit the room with the exception of ED Levin.

5.0 CLOSED SESSION

5.1 Existing Litigation/Claim (G.C. 54956.9(a)), Cunje v. Los Angeles County Law Library, et al. Case No. BC516090.

The Board reconvened Open Session at 1:08 p.m. President Steinhauser announced there was no reportable action.

6.0 EXECUTIVE DIRECTOR REPORT


There was no Executive Director Report.

7.0 AGENDA BUILDING

There were no items for Agenda Building.

7.0 ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 1:08 p.m. The next Regular Meeting of the Board of Law Library Trustees is scheduled for Tuesday, October 22, 2013.



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