

**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.**

October 22, 2013

The Regular Board Meeting of the Board of Law Library Trustees of Los Angeles County was held on Tuesday, October 22, 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 Reva Goetz
Judge Ann Jones
Judge Mark Juhas
Kenneth Klein, Esquire

Trustees Absent:

Judge Lee Smalley Edmon
Susan Steinhauser

Senior Staff Present:

Sandra J. Levin, Executive Director
Patrick O'Leary, Senior Director, Administrative Services
Jaye Steinbrick, Senior Director, Information Services

Also Present:

In the absence of President Steinhauser, Vice-President Judge Ann Jones determined a quorum to be present, convened the meeting at 12:15 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's management team and auditing practices. Paradise also commented on the Library buildings ADA access and made reference to his current tort claim against the Law Library and \$40M lawsuit.

2.0 PRESIDENT'S REPORT

There was no President's Report.

3.0 CONSENT CALENDAR

- 3.1. Minutes of the September 24, 2013, Regular Board Meeting.
- 3.2. August 2013 Financials & September 2013 List of Checks and Warrants.
- 3.3. Quarterly Statistics, July – September 2013.
- 3.4. Quarterly Strategic Plan Update.
- 3.5. Review and Approval of 2012-13 Fiscal Year Financial Audit, Bazilio Cobb Associates.

Staff recommended the Board approve the presented audited financial statements and SAS 114 Letter.

- 3.6. Review and Approval of CalPERS Health Resolution.

Staff recommended the Board adopt the presented resolution fixing the amounts the Law Library will contribute toward CalPERS health insurance on behalf of qualified employees and retirees.

Vice-President Jones requested a motion to approve the Consent Calendar. So moved by Trustee Goetz and seconded by Trustee Juhas, the Consent Calendar was unanimously approved, 5-0.

4.0 DISCUSSION ITEMS

- 4.1. Quarterly Review of 2013-14 Fiscal Year Budget.

At this time, Patrick O'Leary Joined the table.

Staff recommended the Board a) continue to monitor the impact of filing fee revenue on the Law Library's net income and cash reserve; b) calendar to review the issue in depth at its regular January meeting; and c) suggest any revenue generating or cost savings opportunities not yet identified by Staff.

Following discussion, the Board agreed with the presented Staff Recommendation, there was no action taken.

- 4.2. Discussion of Legislative Options and Statewide Lobbying Efforts.

Staff recommended the Board discuss the options and impacts of the proposed lobbying activities and provide direction.

Following discussion, the Board provided ED Levin with direction and requested she revisit the Joint Powers Authority (JPA) for CCCLL. There was no action.

5.0 EXECUTIVE DIRECTOR REPORT

ED Levin reported to the Board that Senior Director Jaye Nelson would be changing his last name to Steinbrick; Jaye Steinbrick. She also announced to the Board the death of employee Rita Iboa Torres and asked that the Board adjourn in her memory. Rita was a talented and beloved employee for 19 years.

6.0 AGENDA BUILDING

Trustee Juhas proposed that ED Levin revisit the Joint Powers Authority (JPA) at an upcoming meeting.

7.0 ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned in memory of Rita Iboa Torres at 1:22 p.m. The next Regular Meeting of the Board of Law Library Trustees is scheduled for Tuesday, November 19, 2013.

A handwritten signature in black ink, appearing to read "Sandra J. Levin", written over a horizontal line.

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