

**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 28, 2014

The Regular Board Meeting of the Board of Law Library Trustees of Los Angeles County was held on Tuesday, October 28, 2014 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 I. Jones
Kenneth Klein, Esquire
Susan Steinhauser, Esquire

Trustees Absent:

Judge Mark Juhas
Judge Dennis Landin

Senior Staff Present:

Sandra J. Levin, Executive Director
Jaye Steinbrick, Senior Director

Also Present:

John Kohl, Finance Director
Austin Stoub, Senior Librarian, Reference & Research

President Jones 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 his opposition to the business practices of the LA Law Library. Paradise also commented on his intent to sue the construction company who worked on the building envelope and exterior rehabilitation project.

2.0 PRESIDENT'S REPORT

President Jones highlighted the events of Pro Bono Week and announced its great success. President Jones concluded with grateful comments to the staff for their hard work and efforts in making Pro Bono Week an excellent event.

3.0 CONSENT CALENDAR

3.1 Approval of Minutes of the September 23, 2014, Regular Board Meeting

3.2 Review of August 2014 Financials & September 2014 List of Checks and Warrants.

3.3 FY 2014-15 Quarter 1 Statistics Update.

3.4 Quarterly Strategic Plan Update.

3.5 Approval of Amended Conflict of Interest and Disclosure Code for The Los Angeles County Law Library.

Staff recommended the resolution and proposed amendments be approved

3.6 Approval of UBS Certification and Agreement of Government/ Government-Related Entity.

Staff recommended that the Board authorize the Finance Director to sign, execute and deliver the Certification and Agreement of Government/Government-Related Entity for and on behalf of the Los Angeles County Law Library to UBS Financial Services Inc.

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

4.0 DISCUSSION ITEMS

4.1 Discussion of Prohibition on Providing Legal Advice and Related Risk Management Procedures.

President Jones opened the conversation with a brief introduction to the discussion. ED Levin followed with a more in-depth review of the Library's risk management procedures. Following the discussion, the Board concluded that ED Levin would not pursue the addition of malpractice insurance but rather work with the Library's insurance broker to review and affirm the current practices and procedures are sufficient.

Austin Stoub joined the meeting as a presenter at this time.

4.2 Presentation Regarding Alternative Legal Research Models and Products.

ED Levin introduced the discussion item and announced that it was a briefing on the many new research models available, concluding with a welcome to Austin Stoub who is Senior Librarian in Reference & Research. Stoub gave the Board a detailed presentation on web-based research tool which concluded in a short discussion. No further action was taken.

Trustee Steinhauser left the meeting at 1:16 p.m.

Trustee court left the meeting at 1:21 p.m.

5.0 **AGENDA BUILDING**


There were no items for Agenda Building.

6.0 **EXECUTIVE DIRECTOR REPORT**

ED Levin highlighted Pro Bono Week and gave thanks to all the staff who participated. ED Levin also notified the Board of the after-report that would be available at the November meeting.

7.0 **ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at 1:07 p.m. The next Regular Meeting of the Board of Law Library Trustees is scheduled for Tuesday, November 18, 2014.


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