

**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.**

May 27, 2015

The Regular Board Meeting of the Board of Law Library Trustees of Los Angeles County was held on Wednesday, May 27, 2015 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 Ann I. Jones
Judge Mark Juhas
Judge Dennis Landin
Susan Steinhauser, Esquire

Trustees Absent:

Judge Reva Goetz (participated by speaker phone)
Kenneth Klein, Esquire

Senior Staff Present:

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

Also Present:

Marcelino Juarez, Finance Manager
Janine Liebert, Librarian

President Jones determined a quorum to be present, convened the meeting at 12:23 p.m. and thereafter presided. Executive Director, Sandra Levin recorded the Minutes.

At this time, President Jones announced that with her consent, Judge Goetz would participate in the meeting by phone, however, Judge Goetz would not count toward the trustee quorum or any vote(s).

1.0 PUBLIC COMMENT

There were no requests to speak.

2.0 PRESIDENT'S REPORT

President Jones commented on the order of the agenda and thanked Staff for their diligence.

3.0 CONSENT CALENDAR

- 3.1 Approval of Minutes of the April 22, 2015, Regular Board Meeting.
- 3.2 Review of March 2015 Financials & April 2015 List of Checks and Warrants.
- 3.3 Quarterly Strategic Plan Update.
- 3.4 Business Package and D&O Insurance Update.
- 3.5 Approval of Outside Auditor RFP.

President Jones requested a motion to approve the Consent Calendar, so moved by Trustee Juhas, seconded by Trustee Steinhauser, the motion was unanimously approved, 4-0.

President Jones announced the Board would move in to Closed Session and requested that all members of the public vacate the room.

4.0 CLOSED SESSION

- 4.1 Conference with Labor Negotiator (G.C. 54957.6)
Library Negotiators: Sandra J. Levin and Jaye Steinbrick;
Employee Organization: SEIU Local 721.

Trustee Steinhauser joined the meeting during Closed Session.

The Board reconvened Open Session at 12:45pm. President Jones announced that the Board met and provided direction to the Library Negotiators.

Following the distribution of copies of the MOU, to the members of the public, President Jones invited any requests to speak. There were no requests to speak. Additionally, ED Levin provided the Board with a brief overview of the process which led to the completion of the presented MOU between the LA Law Library and SEIU, Local 721.

5.0 DISCUSSION ITEMS

- 5.1 Discussion and Approval of SEIU Memorandum of Understanding.

President Jones requested a motion to approve the SEIU Memorandum of Understanding, so moved by Trustee Juhas, and seconded by Trustee Steinhauser, the motion was unanimously approved, 5-0.

5.2 Discussion and Approval of Proposed Operating Budget, Fiscal year 2015-2016.

With the support of the Budget Committee, Staff recommended that the Board approve the proposed budget for FY2016, including the Operating Income and Expense Statement, the proposed capital expenditures and the cash flows. If the Board approves the current proposal, then final documentation, including the job descriptions necessary to implement the budget changes, will be presented on the consent calendar at the June 2015 board meeting.

If the Board would like to make changes, then staff will bring back any changes at the June 2015 Board meeting for discussion and approval.

President Jones requested a motion to approve the Proposed Operating Budget, Fiscal year 2015-2016, including the Operating Income and Expense Statement, the proposed capital expenditures and the cash flows. So moved by Trustee Juhas, seconded by Trustee Court, the motion was unanimously approved, 5-0.

Trustee Goetz left the meeting.

Trustee Juhas left the meeting.

5.3 Law Week After-Report.

Liebert joined the table for a brief overview and discussion of the Law Week After-Report. There was an opportunity for the Board to ask questions and participate in discussion. No action was necessary.

6.0 AGENDA BUILDING

There were no items for Agenda Building.

7.0 EXECUTIVE DIRECTOR REPORT

ED Levin highlighted for the Board that the Los Angeles Educational Partnership (LAEP) non-profit organization would be honoring the Law Library at its upcoming gala.

8.0 **ADJOURNMENT**

There being no further business to come before the Board the meeting was adjourned at 1:23 p.m. The next Regular Meeting of the Board of Law Library Trustees is scheduled for Wednesday, June 24, 2015.


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