

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.

Sept. 16, 2015

The Regular Board Meeting of the Board of Law Library Trustees of Los Angeles County was held on Wednesday, Sept. 16, 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  
Kenneth Klein, Esquire  
Judge Dennis Landin  
Judge Richard Rico  
Susan Steinhauser, Esquire

Trustees Absent: None

Senior Staff Present: Sandra J. Levin, Executive Director  
Jaye Steinbrick, Senior Director

Also Present: Marcelino Juarez, Finance Manager

President 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

No requests for public comment.

2.0 PRESIDENT'S REPORT

Judge Jones welcomed and introduced Judge Rico as the new Trustee appointed to the Board.

3.0 CONSENT CALENDAR

- 3.1 Approval of Minutes of the Sept. 16, 2015, Regular Board Meeting.
- 3.2 Review of June 2015 Financials & July 2015 List of Checks and Warrants.
- 3.3 Quarterly Strategic Plan Update
- 3.4 Approval of Annual Report to the Board of Supervisors
- 3.5 ILS Upgrade Project Update

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

Trustee Williams arrived and joined the meeting at 12:17 pm.

Trustee Steinhauser arrived and joined the meeting at 12:21 pm.

4.0 DISCUSSION ITEMS

4.1 Approval of Revised Borrower Rules

ED Levin explained the significant changes made to the Borrower Rules. Board members asked questions regarding issues to date and frequency of reports of lost or stolen cards.

Moved by Trustee Steinhauser and seconded by Trustee Court to approve the proposed amended Borrower Rules, effective October 1, 2015. The motion was unanimously approved 7-0.

4.2 Authorization to Donate Surplus Books to the Friends of the Los Angeles County Law Library.

ED Levin provided a brief staff report. Discussion ensued.

President Jones explained history of acquisition, insurance and decision to dispose of rare European materials sent to auction. Trustee Steinhauser spoke regarding the Friends of the Law Library's role in the library and its history.

President Jones requested that the item be continued to a subsequent meeting to allow time to prepare and provide a list of materials approved for donation.

The consensus was that the concept was good and that a list of materials would facilitate a future discussion and potential approval.

5.0 AGENDA BUILDING


There were no items for agenda building.

EXECUTIVE DIRECTOR REPORT

Announcements were made regarding the upcoming Pro Bono Week activities, Constitution Day, the passage of Senate Bill 711 and the expected timeline for considering a new ILS system.

6.0 ADJOURNMENT

There being no further business to come before the Board the meeting was adjourned at 1:40 p.m. The next Regular Meeting of the Board of Law Library Trustees is scheduled for Wednesday, October 28, 2015 at 12:15.

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