

**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.**

March 23, 2016

The Regular Board Meeting of the Board of Law Library Trustees of Los Angeles County was held on Wednesday, March 23, 2016 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 Dennis Landin
Kenneth Klein, Esquire
Judge Richard Rico
Susan Steinhauser, Esquire

Trustees Absent: Judge Mark Juhas

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 12:18 p.m. and thereafter presided. Trustee Steinhauser joined the meeting during Discussion Item 4.3 at 12:44pm. Executive Director, Sandra Levin recorded the Minutes.

1.0 PUBLIC COMMENT

One (1) public comment was made by Mr. Lee Paradise. Mr. Paradise explained his ongoing efforts in sending letters to NoCALL and SCALL regarding the library's happenings over past 13 years, efforts in keeping LALL doors open and ongoing observance to employee salaries and facility needs in relation to budget.

2.0 PRESIDENT'S REPORT

President Jones announced that the 2016 Budget and Finance Sub-Committee will consist of Trustee Landin, Trustee Court and Trustee Juhas.

President Jones announced a commendation from the Chief Justice to be presented at the 2016 Gala.

3.0 CONSENT CALENDAR

- 3.1 Approval of Minutes of the Feb. 24, 2016 Regular Board Meeting.
- 3.2 Review of January 2016 Financials & February 2016 List of Checks and Warrants.
- 3.3 Approval of Appointments to Friends of the Los Angeles County Law Library's Board of Directors.
- 3.4 Approval of TAP Special Enrollment Period

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

4.0 DISCUSSION ITEMS

4.1 Landscape Maintenance Update

ED Levin explained the current deterioration of the outside landscape due to drainage and homeless encampments. The Law Library switched landscaping contractors to the same company used by Grand Park. Messrs. Steinbrick and Alfaro are working with the new landscaping firm to develop a sustainable and affordable landscaping plan. Possible options include bougainvillea and other more resilient plants. President Jones expressed concern regarding future damage.

No action was taken.

4.2 Consideration of Change to Executive Director's Employment Benefits Package

Follow up to Performance Evaluation for ED Levin included a proposal to increase vacation by five (5) more days to match those with tenure of more than 10 years.

President Jones requested a motion to approve the Change to Executive Director's Employment Benefits Package. So moved by Trustee Landin, seconded by Trustee Court. The motion was unanimously approved, 5-0.

4.3 Law Week Presentation

Staff from LA Law Library was present to offer a preview of the 2016 upcoming Law Week. Malinda Muller, Ryan Metheny, Janine Liebert and Linda Heichman all contributed to the presentation. Ms. Liebert announced that the focus this year would be on Criminal Law in light of the national theme regarding *Miranda Rights* and briefly explained the weekly plan for classes that are to be offered. Mr. Metheny and Ms. Heichman gave a brief overview regarding the Discussion Panel and the Groundbreaking Stories Project.

President Jones thanked the team for acknowledging the real needs of the community and added to the discussion that 80% of overall county needs are based on Criminal Justice.

No action was taken.

5.0 AGENDA BUILDING

There were no items for agenda building.

6.0 EXECUTIVE DIRECTOR REPORT

ED Levin reported that four (4) elevators will be repaired and that each would be out of service for a while. ED Levin also announced the 125th Anniversary public celebration to be held on Wednesday, July 27, 2016 immediately after the July Board Meeting which will be held on that day from 4pm-5pm.

7.0 ADJOURNMENT

There being no further business to come before the Board the meeting was adjourned at 12:52 p.m. The next Regular Meeting of the Board of Law Library Trustees is scheduled for Wednesday, April 27, 2016 at 12:15.


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