

**MINUTES OF THE SPECIAL 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.**

December 15, 2016

The Regular Meeting of the Board of Law Library Trustees of Los Angeles County was held on Thursday, December 15, 2016 at 12:00 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 Ann I. Jones
Kenneth Klein, Esquire
Judge Dennis Landin
Judge Richard Rico
Susan Steinhauser, Esquire

Trustees Absent: Judge Michelle Williams Court
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 12:15 p.m. and thereafter presided. Executive Director, Sandra Levin recorded the Minutes.

1.0 PUBLIC COMMENT

One public comment from LALL Director of Reference & Research, Ralph Stahlberg, scheduled to enter retirement as of Friday, December 30, 2016. Mr. Stahlberg wished to thank the law library, past librarians and Directors he was fortunate to work with over his 28 year employment. Mr. Stahlberg reminisced about his years at LA Law Library and acknowledged the friends he made throughout his tenure.

2.0 PRESIDENT'S REPORT

President Jones thanked Mr. Stahlberg for his 28 years of generous public service at the law library. President Jones also wished to thank Copy Center Technician, William Coleman, for his 36 years of public service as he too was due to enter retirement (as of December 27, 2016).

3.0 CONSENT CALENDAR

- 3.1 Approval of Minutes of the November 16, 2016 Regular Board Meeting.
- 3.2 Review of October Financials & November List of Checks and Warrants.
- 3.3 Approval of Commendations for LALL 2016 Retirees
- 3.4 Approval of Revised Job Description for Library Clerk, Copy Center
- 3.5 Approval of Leave of Absence Payment Schedule Options

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

4.0 AGENDA BUILDING

There were no items for agenda building.

5.0 EXECUTIVE DIRECTOR REPORT

6.0 DISCUSSION ITEMS

- 6.1 Public Reception for Overcoming Adversity Video Project

7.0 ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 12:26 p.m. The next Regular Meeting of the Board of Law Library Trustees is scheduled for Wednesday, January 25, 2017 at 12:15 pm.



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