

**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.**

**June 14, 2017**

The Regular Meeting of the Board of Law Library Trustees of Los Angeles County was held on Wednesday, June 14, 2017 at 4:45 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  
Judge Mark Juhas  
Judge Dennis Landin  
Kenneth Klein, Esquire  
Susan Steinhauser, Esquire

**Trustees Absent:** Judge Michelle Williams Court  
Judge Richard Rico

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

**Also Present:** Marcelino Juarez, Finance Manager  
Ann Marie Gamez, Executive Assistant

President Jones determined a quorum to be present, convened the meeting at 4:59 p.m. and thereafter presided. Executive Director, Sandra J. Levin recorded the Minutes. VP Juhas left the meeting at 5:35pm.

**1.0 PUBLIC COMMENT**

Lee Paradise made public comment in regards to “wasted money.” Mr. Paradise expressed great concern for spending over the years at LALL and for the damage to the roof and landscaping and detriment to the entire building.

**2.0 PRESIDENT’S REPORT**

No Report

**3.0 CONSENT CALENDAR**

3.1 Approval of Minutes of the May 24, 2017 Regular Board Meeting.

- 3.2 Review of April Financials & List of May Checks and Warrants.
- 3.3 Approval of Insurance Renewal – LTD, Life, Dental, Vision
- 3.4 Approval of Conflict of Interest and Disclosure Code
- 3.5 Approval of Amendment to Memorandum of Understanding with SEIU Local 721 and Revised Broadband Pay Schedule
- 3.6 Approval of Operating Budget for Fiscal Year 2018 and Related Personnel Actions

President Jones requested to pull Consent Calendar Item 3.5 to discuss amendment to MOU SEIU Local 721. ED Levin clarified the amendment had been ratified by union members to eliminate annual merit bonus and replace with a 1.5% salary increase for all staff except the Executive Director. ED Levin pushed for a 1% raise, SEIU pushed for a 2% raise; both parties came to a compromise for a 1.5% raise. Consent Calendar Item 3.5 was again included in the Consent Calendar upon clarification. President Jones requested a motion to approve the Consent Calendar. So moved by Trustee Juhas, seconded by Trustee Steinhauser. The motion was unanimously approved, 5-0.

#### **4.0 DISCUSSION ITEMS**

##### 4.1 Approval of Commendation for Retiree Elizabeth Warner

Support Supervisor, Elizabeth Warner, was presented with a Commendation from the LALL Board of Trustees in recognition of 32 years of service (1985-2017). Ms. Warner would be retiring from the library on June 30, 2017. All LALL Board Members signed the Commendation, presented it to Ms. Warner and photos were taken.

##### 4.2 Approval of Exploratory Platinum Level Member Pilot Program

ED Levin explained the revenue benefits by adding a Platinum Level to the existing Members Program, which would include faster access to reference assistance and e-delivery of resources for a higher price. President Jones expressed concern for specialized treatment for higher end law firms, considering the Law Library is a public library and all patrons should be entitled to the same legal information. President Jones also expressed concern for liability on the library; it was agreed that a disclaimer should be sent along with each delivery of information. Trustee Juhas expressed concern as to what the average turnaround would be for the new service. ED Levin noted it would have a slightly faster turnaround service than the other services the library offers. On average we turn around within 1 hour or a day, the new program would be a guaranteed fast turnaround. Trustee Landin was interested in understanding where the idea came from. Did the library propose the idea or did the law firm? ED Levin clarified that it was a mutual proposal. Trustee Klein noted that it has long been his opinion that law firms whose clients can afford to pay for the valuable services the Law Library provides should be paying for any extended service they receive.

President Jones requested a motion to approve Discussion Item 4.2 option 1: Approve the Platinum Member pilot program, and authorize the Executive Director to execute the

necessary documents reflecting the amended terms. So moved by Trustee Klein, seconded by Trustee Juhas. The motion was approved, 3-2, Trustees Juhas, Steinhauser and Klein voting yes; President Jones and Trusted Landin voting no.

#### 4.3 Staff Presentation: Displays and Exhibits

Reference Librarian, Katie O'Laughlin, presented regarding the displays and exhibits at the Law Library. Ms. O'Laughlin gave a summary of objects and literary excerpts used to exemplify various exhibits' themes, as well as a list of ideas to be presented in future displays and exhibits.

No action taken.

#### 5.0 **AGENDA BUILDING**

There were no items for agenda building.

#### 6.0 **EXECUTIVE DIRECTOR REPORT**

ED Levin announced a new colorful Save the Date flier from the library to be handed out at the 4<sup>th</sup> of July Grand Park event. ED Levin also announced the Portal event on July 25, 2017 celebrating Global Law and introducing LALL's new Global Law Librarian, Sarah Sullivan.

#### 7.0 **ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at 5:52 p.m. The next Regular Meeting of the Board of Law Library Trustees is scheduled for Wednesday, July 26, 2017 at 12:15 pm.



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